



**CITY OF WHARTON
FINANCE COMMITTEE MEETING**

**Monday, May 22, 2023
6:30 PM**

***CITY HALL 120 EAST CANEY STREET
WHARTON, TEXAS 77488***

**NOTICE OF
CITY OF WHARTON
FINANCE COMMITTEE MEETING**

Notice is hereby given that a Finance Committee Meeting will be held on Monday, May 22, 2023 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 18th day of May 2023.

By: 
Joseph R. Pace, City Manager

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the 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 May 18, 2023, 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 18th day of May 2023.

CITY OF WHARTON

By: 
Paula Favors
City Secretary



A G E N D A
CITY OF WHARTON
Finance Committee Meeting
Monday, May 22, 2023
City Hall - 6:30 PM

Call to Order.

Roll Call.

Public Comments.

Review & Consider:

1. Minutes from the meeting held February 27, 2023.
2. City of Wharton Proficiency Allowances:
 - A. Resolution: A resolution of the Wharton City Council updating the proficiency allowance for the City of Wharton Employees.

Adjournment.

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

FINANCE COMMITTEE

Meeting Date:	5/22/2023	Agenda Item:	Minutes from the meeting held February 27, 2023.
<p>Attached are a copy of the draft minutes from the meeting held February 27, 2023.</p>			
City Manager: Joseph R. Pace		Date: Thursday, May 18, 2023	
Approval: 			
Mayor: Tim Barker			

**MINUTES
OF
CITY OF WHARTON
FINANCE COMMITTEE MEETING
120 EAST CANEY STREET
WHARTON, TEXAS 77488
Monday, February 27, 2023–6:00 p.m.**

Assistant City Manager, Paula Favors, declared a meeting of the City Council Finance Committee duly open for the transaction of business at 6:05 p.m.

Committee Members present: Mayor, Tim Barker; Councilmember, Larry Pittman and Councilmember, Russell Machann.

Committee Members absent: None.

City Council Members present: Councilmember, Terry Freese; Councilmember, Russell Machann and Councilmember, Steve Schneider.

Staff members present: Assistant City Manager, Paula Favors; Assistant to the City Manager, Brandi Jimenez; Finance Director, Joan Andel and Civic Center Manager, Makyla Monroe.

Staff members absent: City Manager, Joseph R. Pace.

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 December 12, 2022. Councilmember, Russell Machann, made a motion to approve the minutes as presented. Councilmember, Larry Pittman, seconded the motion. All voted in favor.

The second item on the agenda was to review and consider an Ordinance: An ordinance approving an Amendment to the City of Wharton, Texas, Budget for the 2021-2022 Fiscal Year. Finance Director, Joan Andel, presented to the Committee the Budget Adjustments for Fiscal Year 2021-2022. After some discussion, Councilmember, Russell Machann, made a motion to recommend to the City Council to approve the ordinance for the Budget Amendment for the 2021-2022 Fiscal Year. Mayor, Tim Barker, seconded the motion. All voted in favor.

The third item on the agenda was to review and consider a Resolution: A resolution of the Wharton City Council authorizing the purchase of an air conditioning unit for the O'Quinn Room of the Wharton Civic Center and authorizing the City Manager of the City of Wharton to execute all documents related to said purchase. Civic Center Manager, Makyla Monroe, stated to the Committee that a new air conditioning unit was needed for the O'Quinn Room. She stated that an estimate was received from Roberson AC in the amount of \$13,289.00. She stated that the current unit was from 1989 and Roberson AC had diagnosed that the unit could not be repaired. She stated that the second unit in the O'Quinn Room was also installed by Roberson AC. She stated that this would allow all air conditioning maintenance for this room to be handled by Roberson AC. After some discussion, Mayor, Tim Barker, made a motion to recommend to the City Council to approve the purchase of the air conditioning unit for the O'Quinn Room of the Wharton Civic Center and to award the contract to Roberson AC. Councilmember, Russell Machann, seconded the motion. All voted in favor.

The fourth item on the agenda was adjournment.

The meeting adjourned at 6:17 p.m.

Joseph R. Pace, City Manager

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

FINANCE COMMITTEE

Meeting Date:	5/22/2023	Agenda Item:	City of Wharton Proficiency Allowances: A. Resolution: A resolution of the Wharton City Council updating the proficiency allowance for the City of Wharton Employees.
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Attached is a draft resolution updating the proficiency allowances the City offers its employees. Although some of the proficiency allowances have been in place for several years, the City Staff is recommending that it be updated in this resolution to ensure that it is well documented.

City Secretary, Paula Favors, will be present to answer any questions.

City Manager: Joseph R. Pace	Date: Thursday, May 18, 2023
Approval: 	
Mayor: Tim Barker	



City of Wharton

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

MEMORANDUM

Date: May 16, 2023
From: Paula Favors, City Secretary
To: Joseph R. Pace, City Manager
Subject: Proficiency Pay Resolution

Attached is a copy of a draft Proficiency Pay Resolution. The Personnel Department has worked with several departments on adding or updating some of the proficiency pay amounts. We are asking the City Council to consider updating and formalizing this proficiency pay resolution for City of Wharton Employees.

If you have any questions, please contact Paula Favors at (979) 532-2491 Ext. 225. Thank you.

**CITY OF WHARTON
RESOLUTION NO. 2023-XX**

A RESOLUTION OF THE WHARTON CITY COUNCIL UPDATING THE PROFICIENCY ALLOWANCE FOR THE CITY OF WHARTON EMPLOYEES.

WHEREAS, the Wharton City Council has determined there is a need to improve education for City of Wharton employees; and,

WHEREAS, the Wharton City Council wishes to resend any previous resolution prior to this date for proficiency allowance; and,

WHEREAS, the Wharton City Council wishes to update and formalize said policy in resolution form; and,

WHEREAS, the Wharton City Council hereby has established proficiency allowance policy for the City of Wharton employees; and,

WHEREAS, the Wharton City Council wishes to authorize proficiency allowance for the City of Wharton Employees who hold current certifications; and,

WHEREAS, the Wharton City Council approves this policy in the fiscal year’s budget; and,

WHEREAS, the Wharton City Council wishes to authorize the City Manager to implement the policies and procedures as set forth in this proficiency allowance resolution.

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

Section I. That the Wharton City Council hereby approves the City of Wharton employee’s proficiency allowance policy, as follows:

Public Works Department:

Water License C	\$100.00 \$50.00 per month
Water License B	\$150.00 \$75.00 per month
Water License A	\$200.00 \$125.00 per month

Wastewater License C	\$100.00 \$50.00 per month
Wastewater License B	\$150.00 \$75.00 per month
Wastewater License A	\$200.00 \$125.00 per month

Sewer Collection I	\$75.00 per month
Sewer Collection II	\$100.00 per month
Sewer Collection III	\$150.00 per month

TDA Pesticide Applicators License	\$100.00 \$75.00 per month
Certified Applicator Technician	\$50.00 \$25.00 per month

Commercial Driver’s License Class A	\$50.00 per month
Commercial Driver’s License Class A Haz-Mat	\$75.00 per month

Certified Survey Technician Level I	\$75.00 per month
Certified Survey Technician Level II	\$125.00 per month

Underground Storage Tank Class C	\$100.00 \$25.00 per month
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Underground Storage Tank Class B ~~\$150.00~~~~\$50.00~~ per month
Underground Storage Tank Class A ~~\$175.00~~~~\$75.00~~ per month

Police Department:

Police Officer Intermediate Certificate \$80.00 per month
Police Officer Advanced Certificate \$120.00 per month
Police Officer Master Certificate \$200.00 per month

Communications:

Intermediate Telecommunicator \$80.00 per month
Advanced Telecommunicator \$120.00 per month
Master Telecommunicator \$200.00 per month

City Secretary:

Texas Registered Municipal Clerk (TRMC) \$125.00 per month
Master Public Information Officer (FEMA) \$50.00 per month

Municipal Court:

Certified Court Clerk Level I \$25.00 per month
Certified Court Clerk Level II \$50.00 per month
Certified Municipal Court Clerk \$75.00 per month

Code Enforcement:

Certified Flood Plain Manager ~~\$100.00~~~~\$50.00~~ per month
Texas Code Enforcement Officer License II ~~\$50.00~~~~\$25.00~~ per month
Texas Code Enforcement Officer License III \$75.00 per month

All:

Certified Public Manager (CPM) \$75.00 per month
Certified Public Accountant (CPA) \$100.00 per month

Section. II. That the Wharton City Council hereby authorizes the City Manager to implement the policies and procedures as set forth in this policy.

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

Passed, Approved, and Adopted this the ___th day of _____ 2023.

CITY OF WHARTON

By: _____
TIM BARKER
Mayor

ATTEST:

PAULA FAVORS
City Secretary