



**CITY OF WHARTON  
FINANCE COMMITTEE MEETING**

**Monday, November 28, 2022  
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, November 28, 2022 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 23rd day of November 2022.


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 November 23, 2022, 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 23rd day of November 2022.

**CITY OF WHARTON**

By:   
Paula Favors  
City Secretary



**A G E N D A**  
**CITY OF WHARTON**  
**Finance Committee Meeting**  
**Monday, November 28, 2022**  
**City Hall - 6:30 PM**

**Call to Order.**

**Roll Call.**

**Public Comments.**


**Review & Consider:**

1. Minutes from the meeting held November 14, 2022.
2. Proposed City of Wharton Write Offs:
  - A. City of Wharton EMS.
  - B. Utilities.

**Adjournment.**

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

## FINANCE COMMITTEE

Meeting Date:	11/28/2022	Agenda Item:	Minutes from the meeting held November 14, 2022.
Attached are a copy of the draft minutes from the meeting held November 14, 2022.			
City Manager: Joseph R. Pace		Date: Wednesday, November 23, 2022	
Approval: 			
Mayor: Tim Barker			

**MINUTES  
OF  
CITY OF WHARTON  
FINANCE COMMITTEE AND CONSULTANT SELECTION COMMITTEE MEETING  
120 EAST CANEY STREET  
WHARTON, TEXAS 77488  
Monday, November 14, 2022–6:30 p.m.**

City Manager, Joseph R. Pace, declared a meeting of the City Council Finance Committee and Consultant Selection Committee duly open for the transaction of business at 6:31 p.m.

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

Committee Member absent was: None.

City Council Member present was: Councilmember, Clifford Jackson and Councilmember, Terry Freese.

Staff members present were: City Manager, Joseph R. Pace; Assistant to the City Manager, Brandi Jimenez; Assistant to the Finance Director, London Davis; and Director of Planning & Development, Gwyn Teves.

Staff member absent was: Finance Director, Joan Anandel.

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 August 22, 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 U.S. 59/I-69 Upgrade Continuous Lighting Agreement with the Texas Department of Transportation (TxDOT). Director of Planning & Development, Gwyn Teves, stated to the Committee that the TxDOT Staff in the Yoakum District Office had been in contact with the City in reference to entering into a Continuous Lighting Agreement for lighting to be constructed on I-69 during the construction upgrades. She stated that TxDOT was requesting that the City power and maintain the lighting that would be installed from south of JM Eagle to just north of the future F.M. 1301 interchange. She stated that this would be an estimated total of 41 - 48' tall poles with 400-watt (equivalent) LED lighting. She stated that the construction would be financed and completed by TxDOT. She stated that the City was being requested to provide power and maintenance to the lighting once constructed. She stated that the City Staff did speak with TxDOT about the possible maintenance costs associated and per TxDOT representatives the illumination is mounted to the top of the center barrier so there is a small chance that the poles or arms would need maintenance. She stated that it would mostly be changing the bulbs and the associated traffic control and that the bulbs should last approximately ten years. She stated that the increased cost would be for the traffic control. She stated that estimates for the traffic control necessary could be in the \$2,500 - \$5,000 per day range to give access to change the bulb(s). She stated that it was currently the City Staff's recommendation that the City not execute the agreement at this time and propose to TxDOT Yoakum District to enter into discussions with them on a possible Memorandum of Understanding (MOU) for the maintenance of the lights to be performed by them, but the City to reimburse the costs. After some discussion, Councilmember, Russell Machann, made a motion to recommend to the City Council to not execute the agreement at this time and propose to TxDOT Yoakum District to enter into discussions with them on a possible Memorandum of Understanding (MOU) for th

maintenance of the lights to be performed by them, but the City to reimburse the costs. Councilmember, Larry Pittman, 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 approving a contract for administration services for the Regional Council of Governments Method of Distribution (COG-MOD) Program(s) funded and administered through the Texas General Land Office (GLO) and authorizing the Mayor of the City of Wharton to execute all documents related to said contract. Director of Planning & Development, Gwyn Teves, stated to the Committee that the City Council approved the establishment of a Consultant Selection Committee on September 26, 2022, and authorized the City Staff to go out for administration services for the Regional Council of Governments Method of Distribution (COG-MOD) Program(s) funded and administered through the Texas General Land Office (GLO). She stated that proposals were received at City Hall on November 2, 2022. The proposals received are as follows:

1. CSRS, LLC
2. GrantWorks, Inc
3. MPACT Strategic Consulting
4. Public Management

The Committee reviewed and scored the proposals. After some discussion, Councilmember, Russell Machann, made a motion to recommend to the City Council to award a contract for administration services for the Regional Council of Governments Method of Distribution (COG-MOD) Program(s) funded and administered through the Texas General Land Office (GLO) to MPACT Strategic Consulting. Councilmember, Larry Pittman, seconded the motion. All voted in favor.

The fourth item on the agenda was adjournment.


The meeting adjourned at 6:37 p.m.

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Joseph R. Pace, City Manager

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

## FINANCE COMMITTEE

Meeting Date:	11/28/2022	Agenda Item:	Proposed City of Wharton Write Offs: A. City of Wharton EMS. B. Utilities.
<p>A. City of Wharton EMS. Attached is a copy of the memorandum dated November 18, 2022, from Finance Director, Joan Anandel, recommending the write offs for the EMS accounts.</p> <p>B. Utilities. Attached is a copy of the memorandum dated November 18, 2022, from Finance Director, Joan Anandel, that indicates the Utility Department’s request for the uncollected balances for the Fiscal Year 2021 – 2022 to be written off due to non-payment.</p> <p>Finance Director, Joan Anandel, will be present to answer any questions.</p>			
City Manager: Joseph R. Pace		Date: Wednesday, November 23, 2022	
Approval: 			
Mayor: Tim Barker			



# City of Wharton

120 E. Caney Street ° Wharton, TX  
77488

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

## MEMORANDUM

Date: November 18, 2022  
From: Joan Andel, Finance Director  
To: Finance Committee  
Subject: EMS Write-off of Uncollectible Balances

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Debra Medina from Prudentia is recommending that any account that is self-pay and has not had any activity in a year be written off. The attached list represents those accounts.

We have checked the utility billing system to see if there are any accounts that we could provide current addresses to enable Prudentia to seek further collection on any accounts that were returned with bad addresses.

All of these accounts have been transferred to Linebarger, Goggan, Blair, and Sampson LLC for collection efforts to begin from our outside collectors.

Therefore, I recommend that the total amounts be written off of the Emergency Services accounts receivable and should any future collections be received, the write-off will be reversed and the payment applied. If this recommendation is approved, please forward to the City Council for final approval.

Thank you.





# City of Wharton

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Phone (979) 532-2491° Fax (979) 532-  
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## MEMORANDUM

Date: November 18, 2022

From: Joan Andel, Finance Director

To: Finance Committee

Subject: Utility Write-Off

The Utility Department is requesting that uncollected balances from October 2021 through September 2022 be written-off due to non-payment. The uncollected balances are mainly due to customers who have moved away without finalizing their accounts. Therefore, the City has applied the customers' deposit to the account but a balance remains unpaid. Each of these customers has received a final bill. The customer is not allowed to open a new utility account in the future until all utility bad debts owed to the City have been cleared.

Previous years' write-off for utility accounts is as follows:

2017-2018	\$52,654.92
2018-2019	\$23,177.44
2019-2020	\$32,417.02
2020-2021	\$24,049.55
2021-2022	\$37,022.97

I am recommending that City Council Finance Committee approve the utility write-offs as presented at the meeting on November 28, 2022 and then also placed on the City Council agenda for approval the same day.

Thank you.