



**CITY OF WHARTON
FINANCE COMMITTEE MEETING**

**Monday, January 08, 2024
6:00 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, January 08, 2024, at 6:00 p.m. 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 January 2024.


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 January 4, 2024, 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 4th day of January 2024.

CITY OF WHARTON

By: 
Paula Favors
City Secretary



A G E N D A
CITY OF WHARTON
Finance Committee Meeting
Monday, January 08, 2024
City Hall - 6:00 PM

Call to Order.

Roll Call.

Public Comments.


Review & Consider:

1. Minutes from the meeting held November 27, 2023.
2. Resolution: A resolution of the Wharton City Council authorizing the City Manager to purchase two (2) patrol vehicles and one (1) CID vehicle from Caldwell Country through the Buy Board Cooperative Purchasing Program.
3. Ordinance: An ordinance approving an Amendment to the City of Wharton, Texas, Budget for the 2022-2023 Fiscal Year.
4. 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:	1/8/2024	Agenda Item:	Minutes from the meeting held November 27, 2023.
Attached is a copy of the draft minutes from the meeting held on November 27, 2023.			
City Manager: Joseph R. Pace		Date: Thursday, January 4, 2024	
Approval: 			
Mayor: Tim Barker			

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

City Manager, Joseph R. Pace, declared a meeting of the City Council Finance Committee duly open for the transaction of business at 6:01 p.m.

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

Committee Members absent: Councilmember, Russell Machann.

City Council Members present: Councilmember, Terry Freese.

Staff members present: City Manager, Joseph R. Pace; Assistant City Manager, Paula Favors; Assistant to the City Manager, Brandi Jimenez; Director of Planning & Development, Gwyn Teves, and Finance Director, Joan Anandel.

Staff members absent: None.

Visitors: Mr. Jim Maddox; Mr. David Pettit; Mr. Brian Jarrard and Mr. Alec Becker.

Public Comments. There were no public comments.

The first item on the agenda was to review and consider minutes from the meeting held on October 9, 2023. Mayor, Tim Barker, 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 of the City Council of the City of Wharton, Texas, designating a contiguous geographic area within the City Limits and within the Extraterritorial Jurisdiction of the City as a Reinvestment Zone pursuant to Chapter 311 of the Texas Tax Code, to be known as Reinvestment Zone Number One, City of Wharton; describing the boundaries of the Zone; creating a Board of Directors for the Zone; establishing a Tax Increment Fund for the Zone; containing findings related to the creation of the Zone; providing a date for the termination of the Zone; providing that the Zone take effect immediately upon passage of the ordinance; providing a severability clause; and providing an effective date. Mr. David Pettit with David Pettit Economic Development, LLC, stated to the Committee that with the upcoming development of Wharton Lakes Subdivision, it was necessary to designate a contiguous geographic area within the City Limits and within the Extraterritorial Jurisdiction of the City as a Reinvestment Zone pursuant to Chapter 311 of the Texas Tax Code, to be known as Reinvestment Zone Number One, City of Wharton; describing the boundaries of the Zone; creating a Board of Directors for the Zone; and establishing a Tax Increment Fund for the Zone. After some discussion, Mayor, Tim Barker, made a motion to recommend to the City Council to approve the ordinance as presented. Councilmember, Larry Pittman, 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 Mayor of the City of Wharton to enter into a lease agreement with Enterprise Fleet Management, Inc. for the Public Works Department, Code Enforcement Department, and Police Department and authorizing the Mayor to execute all documents related to said lease. Finance Director Joan Anandel stated to the Committee that the City Staff had been working with Alec Becker with Enterprise Fleet Management, Inc. to lease the following vehicles:

1. Ford Escape – Code Enforcement Department
2. 2 --RAM 2500 4x2 Crew Cab – Public Works Department
3. Ford Expedition –Police Department
4. 2—Chevrolet Tahoe—Police Department

She presented the quotes for the Committee to review. After some discussion, Mayor, Tim Barker, made a motion to recommend to the City Council to approve the resolution as presented. Councilmember, Larry Pittman, seconded the motion. All voted in favor.

The fourth item on the agenda was adjournment.

The meeting was adjourned at 6:54 p.m.

Joseph R. Pace, City Manager

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

FINANCE COMMITTEE

Meeting Date:	1/8/2024	Agenda Item:	Resolution: A resolution of the Wharton City Council authorizing the City Manager to purchase two (2) patrol vehicles and one (1) CID vehicle from Caldwell Country through the Buy Board Cooperative Purchasing Program.
---------------	----------	--------------	---


Attached you will find a resolution authorizing the City Manager to purchase two (2) patrol vehicles and one (1) CID vehicle from Caldwell Country through the Buy Board Cooperative Purchasing Program.

The purchase of the two (2) patrol vehicles totals \$140,310.00 and the purchase of one (1) CID vehicle totals \$46,980.00 and was budgeted for in the 2023-2024 fiscal year which was approved by the City Council.

Attached is a memo from Chief, Terry David Lynch, requesting the replacement of two (2) patrol vehicles and one (1) CID vehicle for the Wharton Police Department.

Also attached are the estimates for the vehicles.

Chief Lynch will be present to address any questions.

City Manager: Joseph R. Pace	Date: Thursday, January 4, 2024
Approval: 	
Mayor: Tim Barker	



*From the desk of:
Terry David Lynch
Chief of Police*

Wharton Police Department

MEMORANDUM

To: Joseph Pace

Date: 01/02/2024

Ref: FY24 Vehicle Purchases

Purchase of two replacement patrol units and one CID replacement vehicle was recently approved in the 2024 budget. We have researched immediate availability and have recommended two 2024 Ford Explorer police units and one 2024 Chevrolet Silverado pickup from Caldwell Country through the Buy Board purchasing contact number 521.16.

The units are on a scheduled rotation to replace two total units: two marked units (\$70,155.00 each/\$140,310.00 total) and one unmarked unit (\$46,980.00). Units are priced accordingly higher because they are replacing patrol units in which the current equipment is not compatible.

The above costs include all equipment needed to refit the new vehicles. We will reused the in-car video system, radio and Mobile Data Terminals. We had to add two new light bars due to age and condition.

Could we please place this item request on the next city council agenda for their consideration? Thank you.

ROCKDALE COUNTRY FORD
PO BOX 72, ROCKDALE, TX 76567
BUYBOARD 724-23

Item-2.

End User: City of Wharton **Caldwell Rep:** David Lowry #1823
Contact: Ben Guanajuato **Phone:** (903) 513-2316
Phone/ Email: bguanajuato@cityofwharton.com **Date:** Tuesday, December 19, 2023
Product Description: 2023 Ford Police Interceptor Utility (K8A) AWD **Email:** dlowry@caldwellcountry.com

A. Bid Series: 106 - Ford Police Interceptor Sport Utility **A. Base Price:** \$ 47,165.00

B. Published Options [Itemize each below]

Code	Model Vehicle				
K8A	2023 Ford Police Interceptor Utility (K8A) AWD				
Code	Options	Bid Price	Code	Options	Bid Price
17A	Rear Auxiliary Air Conditioning	\$0.00	86T	Tail Lamp/Police Interceptor Housing Only	\$0.00
47A	Police Engine Idle Feature	\$0.00	99B	Engine: 3.3L V6 Direct-Injection (FFV)	\$0.00
51R	Driver Only LED Spot Lamp (Unity)	\$0.00	153	Front License Plate Bracket	\$0.00
55F	Remote Keyless Entry Key Fob w/o Key Pa	\$0.00	44U	Transmission: 10-Speed Automatic (44U)	\$0.00
59B	Keyed Alike - 1284x	\$0.00	500A	Order Code 500A	\$0.00
59W	4G LTE Wi-Fi Hotspot Credit	\$0.00	96	Charcoal Black, Unique HD Cloth Front Bucket	\$0.00
60A	Grille LED Lights, Siren & Speaker Pre-Wi	\$0.00	YZ	Oxford White	\$0.00
61B	OBD-II Split Connector	\$0.00		3.73 Axle Ratio	\$0.00
76R	Reverse Sensing System	\$0.00			
Total of B. Published Options					\$ -

C. Unpublished Options [Itemize each below, not to exceed 25%]

Unpublished Options	Bid Price	Unpublished Options	Bid Price
Total of C. Unpublished Options:			\$ -

D. Registration, Inspection, Paperwork, Postage cost, Courthouse time, & Runner time:

E. Upfitter/Quote Number: TBD **\$ 20,000.00**

F. Delivery ETA:

G. Floor Plan Interest (for in-stock and/or equipped vehicles): **\$ 2,000.00**

H. Lot Insurance (for in-stock and/or equipped vehicles): **\$ 400.00**

I. Contract Price Adjustment:

J. Additional Delivery Charge 130 miles **\$ 390.00**

K. Subtotal **\$ 69,955.00**

L. Quantity Ordered 2 x K = **\$ 139,910.00**

M. Trade in:

N. Coop Fee per purchase order **\$ 400.00**

O. Total purchase price with coop fee (Prices and availability are subject to change without notice) **\$ 140,310.00**

DISCLAIMER

PRICES AND AVAILABILITY CAN CHANGE AT ANY TIME WITHOUT FURTHER NOTICE DUE TO SUPPLY CHAIN CHALLENGES. REVERIFY PRICING BEFORE ISSUING A PURCHASE ORDER. FINAL PRICE IS NOT CONFIRMED UNTIL VEHICLE ORDER IS ACCEPTED BY THE MANUFACTURER. ACKNOWLEDGE BY EMAIL RECEIPT THAT THE PURCHASE ORDER WAS RECEIVED BY USA AUTOMOTIVE PARTNERS, LLC. (CALDWELL COUNTRY CHEVROLET, ROCKDALE CO. dba CALDWELL COUNTRY FORD, CAMERON COUNTRY CDJR)

CALDWELL COUNTRY CHEVROLET
800 HWY. 21 E. CALDWELL, TEXAS 77836
BUYBOARD 724-23

End User: City of Wharton Caldwell Rep: David Lowry #1837
 Contact: Ben Guanajuato Phone: (903) 513-2316
 Phone/ Email: bguanajuato@cityofwharton.com Date: Wednesday, December 20, 2023
 Product Description: 2024 Chevrolet Silverado 1500 (CC10543) 2WD Crew Cab 147" \ Email: dlowry@caldwellcountry.com

A. Bid Series: 14 - Chevrolet Silverado 1500 Full Size Crew Cab Truck A. Base Price: \$ 44,580.00

B. Published Options [Itemize each below]

Code	Model Vehicle				
CC10543	2024 Chevrolet Silverado 1500 (CC10543) 2WD Crew Cab 147" Work Truck				
Code	Options	Bid Price	Code	Options	Bid Price
AMF	Remote Keyless Entry Package	\$0.00	C5U	GVWR, 6800 lbs. (3084 kg)	\$0.00
G80	Auto-locking rear differential	\$0.00	CTT	Hitch Guidance	\$0.00
JL1	Trailer brake controller, integrated	\$0.00	DLF	Mirrors, outside heated power-adjustable	\$0.00
PEB	WT Value Package	\$0.00	FE9	Emissions, Federal requirements	\$0.00
	Option/package discount	\$0.00	GAZ	Summit White	\$0.00
1WT	Work Truck Preferred Equipment Group	\$0.00	GU6	Rear axle, 3.42 ratio	\$0.00
AKO	Glass, deep-tinted	\$0.00	H2G	Jet Black, Vinyl seat trim	\$0.00
AZ3	Seats, front 40/20/40 split-bench	\$0.00	IOR	Audio system, Chevrolet Infotainment 3 system	\$0.00
C49	Defogger, rear-window electric	\$0.00	K34	Cruise control, electronic	\$0.00
Total of B. Published Options					\$ -

C. Unpublished Options [Itemize each below, not to exceed 25%]

Unpublished Options	Bid Price	Unpublished Options	Bid Price
Total of C. Unpublished Options:			\$ -

D. Registration, Inspection, Paperwork, Postage cost, Courthouse time, & Runner time:

E. Upfitter/Quote Number:

F. Delivery ETA:

G. Floor Plan Interest (for in-stock and/or equipped vehicles): \$ 1,600.00

H. Lot Insurance (for in-stock and/or equipped vehicles): \$ 400.00

I. Contract Price Adjustment:

J. Additional Delivery Charge miles \$ -

K. Subtotal \$ 46,580.00

L. Quantity Ordered 1 x K = \$ 46,580.00

M. Trade in:

N. Coop Fee per purchase order \$ 400.00

O. Total purchase price with coop fee (Prices and availability are subject to change without notice) \$ 46,980.00

DISCLAIMER

PRICES AND AVAILABILITY CAN CHANGE AT ANY TIME WITHOUT FURTHER NOTICE DUE TO SUPPLY CHAIN CHALLENGES. REVERIFY PRICING BEFORE ISSUING A PURCHASE ORDER. FINAL PRICE IS NOT CONFIRMED UNTIL VEHICLE ORDER IS ACCEPTED BY THE MANUFACTURER. ACKNOWLEDGE BY EMAIL RECEIPT THAT THE PURCHASE ORDER WAS RECEIVED BY USA AUTOMOTIVE PARTNERS, LLC. (CALDWELL COUNTRY CHEVROLET, ROCKDALE CO, IL) dba CALDWELL COUNTRY FORD, CAMERON COUNTRY CDJR

**CITY OF WHARTON
RESOLUTION NO. 2024-XX**

A RESOLUTION OF THE WHARTON CITY COUNCIL AUTHORIZING THE CITY MANAGER TO PURCHASE TWO (2) PATROL VEHICLES AND ONE (1) CID VEHICLE FROM CALDWELL COUNTRY THROUGH THE BUY BOARD COOPERATIVE PURCHASING PROGRAM.

WHEREAS, The Wharton City Council has appropriated funds for the purchase of two (2) patrol vehicles and one (1) CID vehicle from Caldwell Country through the Buy Board Cooperative Purchasing Program; and,

WHEREAS, The City of Wharton is a member of and participates in the Buy Board Cooperative Purchasing Program; and,

WHEREAS, The Wharton City Council wishes to authorize the City Manager to purchase two (2) marked 2024 Ford Explorers in the amount of \$140,310.00 and one (1) 2024 Chevrolet Silverado Pickup CID vehicle in the amount of \$46,980.00 from Caldwell Country through Buy Board Cooperative Purchasing Program; and,

WHEREAS, The Wharton City Council wishes to authorize the City Manager to execute the agreement related to the purchase of the vehicles.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WHARTON, TEXAS:

SECTION I. The Wharton City Council hereby authorizes the City Manager to purchase two (2) marked 2024 Ford Explorers in the amount of \$140,310.00 and one (1) 2024 Chevrolet Silverado Pickup CID vehicle in the amount of \$46,980.00 from Caldwell Country through Buy Board Cooperative Purchasing Program.

SECTION II. The Wharton City Council hereby authorizes the City Manager to execute the agreement related to the purchase of the vehicles.

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

PASSED AND APPROVED this 8th day of January 2024.

CITY OF WHARTON

TIM BARKER
Mayor

ATTEST:

PAULA FAVORS
City Secretary


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

FINANCE COMMITTEE

Meeting Date:	1/8/2024	Agenda Item:	Ordinance: An ordinance approving an Amendment to the City of Wharton, Texas, Budget for the 2022-2023 Fiscal Year.
---------------	----------	--------------	---

Attached you will find a memo from Finance Director, Joan Andel, regarding the amendment to the City of Wharton, Texas, Budget for the 2022-2023 Fiscal Year.

Ms. Andel will be present to answer any questions.

City Manager: Joseph R. Pace	Date: Thursday, January 4, 2024
Approval: 	
Mayor: Tim Barker	



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

MEMORANDUM

To: Mr. Joseph R. Pace, City Manager

From: Joan Andel, Finance Director

Date: December 20, 2023

Re: Budget Adjustments

I would like to present the budget adjustments for FY2023 at the Finance Committee meeting on Monday, January 8, 2024 and if approved by the committee, submit to the City Council the same evening for their approval.

Should you have any questions, please contact me.

Thank you.

**CITY OF WHARTON, TEXAS
ORDINANCE NO. 2024-XX**

**AN ORDINANCE APPROVING AN AMENDMENT TO
THE CITY OF WHARTON, TEXAS, BUDGET FOR
THE 2022-2023 FISCAL YEAR.**

WHEREAS, The City Council of the City of Wharton, Texas finds and determines it necessary to revise the 2022-2023 Budget to better reflect actual revenues and expenditures in operations and activities during the fiscal year; and,

WHEREAS, The City Council finds and determines that these adjustments to the budget are for municipal purposes.

NOW, THEREFORE BE IT ORDAINED by the City Council of the City of Wharton, Texas that the 2022-2023 Budget be amended as per Attachment “A”; and is adopted by the following favorable majority of votes of the members of the City Council of the City of Wharton, Texas in a duly assembled city council meeting by the following majority:

- | | | | |
|------------------------------|-------|------------------------------|-------|
| Burnell Neal | Voted | Steven Schneider | Voted |
| Councilmember District No. 1 | | Councilmember District No. 2 | |
| Terry Freese | Voted | Donald Mueller | Voted |
| Councilmember District No. 3 | | Councilmember District No.4 | |
| Russell Machann | Voted | Larry Pittman | Voted |
| Councilmember at Large No. 5 | | Councilmember at Large No. 6 | |
| Tim Barker | Voted | | |
| Mayor | | | |

Separability

If any court of competent jurisdiction rules that any section, subsection, sentence, clause, or portion of this ordinance is invalid or unconstitutional, any such portion shall be deemed to be a distinct and independent provision, and any such ruling shall not affect the validity of the remaining portions hereof.

Passage and Approval

PASSED AND APPROVED by the City Council of the City of Wharton, Texas, this 8th day of January 2024.

City of Wharton
Ordinance No. 2024-XX
Page 2 of 2

CITY OF WHARTON, TEXAS

By: _____
TIM BARKER
Mayor

ATTEST:

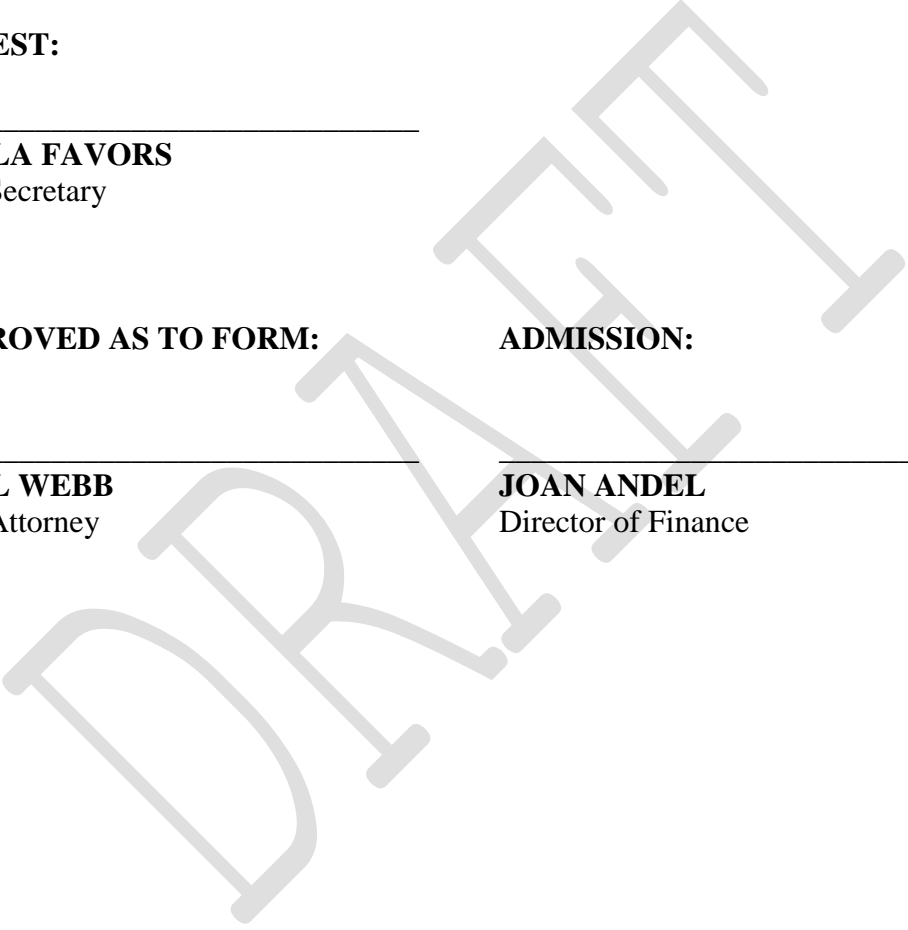
PAULA FAVORS
City Secretary

APPROVED AS TO FORM:

PAUL WEBB
City Attorney


ADMISSION:

JOAN ANDEL
Director of Finance



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

FINANCE COMMITTEE

Meeting Date:	1/8/2024	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 December 20, 2023, 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 December 20, 2023, from Finance Director, Joan Anandel, that indicates the Utility Department’s request for the uncollected balances for the Fiscal Year 2022 – 2023 to be written off due to non-payment.</p> <p>The City Council Finance Committee will meet on Monday, January 8, 2024, and will review the proposed write-offs for the EMS and Utility Departments. They will formulate a recommendation for the City Council to consider.</p> <p>Finance Director, Joan Anandel, will be present to answer any questions.</p>			
City Manager: Joseph R. Pace		Date: Thursday, January 4, 2024	
Approval: 			
Mayor: Tim Barker			



City of Wharton

120 E. Caney Street ° Wharton, TX
77488

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

MEMORANDUM

Date: December 20, 2023
From: Joan Andel, Finance Director
To: Mayor & City Council
Subject: Utility Write-Offs

The Utility Department requests that uncollected balances from October 2022 through September 2023 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 customer's deposit to the account but the 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:

2018-2019	\$23,177.44
2019-2020	\$32,417.02
2020-2021	\$24,049.55
2021-2022	\$37,022.97
2022-2023	\$38,743.52

I recommend that the City Council Finance Committee approve the utility write-offs presented at the meeting on January 8, 2024, and also place them on the City Council agenda for approval the same day.

Thank you.



City of Wharton

120 E. Caney Street ° Wharton, TX
77488

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

MEMORANDUM

Date: December 20, 2023
From: Joan Andel, Finance Director
To: Mayor & City Council
Subject: EMS Write-off of Uncollectible Balances

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

The City Staff has 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 it to the City Council for final approval.

Thank you.