



**CITY OF WHARTON  
ECONOMIC DEVELOPMENT COMMITTEE  
MEETING**

**Monday, January 09, 2023  
6:30 PM**


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

**NOTICE OF  
CITY OF WHARTON  
ECONOMIC DEVELOPMENT COMMITTEE MEETING**

Notice is hereby given that a Economic Development Committee Meeting will be held on Monday, January 09, 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 5th day of January 2023.


By:   
Joseph R. Pace, City Manager

I, the undersigned authority, do hereby certify that the above Notice of Meeting of the Economic Development 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 5, 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 5th day of January 2023.

**CITY OF WHARTON**

By:   
Paula Favors  
City Secretary



**A G E N D A**  
**CITY OF WHARTON**  
**Economic Development Committee Meeting**  
**Monday, January 09, 2023**  
**City Hall - 6:30 PM**

**Call to Order.**

**Roll Call.**

**Public Comments.**


**Review & Consider:**

1. Minutes from the meetings held May 4, 2019, and May 5, 2019.
2. Resolution- A resolution of the Wharton City Council approving a contract for services to complete the Downtown Master Plan funded through the City of Wharton American Rescue Plan Act – Federal Coronavirus Local Fiscal Recovery Fund (ARPA-CLFR), TX1666 and authorizing the Mayor of the City of Wharton to execute all documents related to said contract and setting an effective date.

**Adjournment.**

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

## ECONOMIC DEVELOPMENT COMMITTEE

Meeting Date:	1/9/2023	Agenda Item:	Minutes from the meetings held May 4, 2019, and May 5, 2019.
<p>Attached are a draft copy of the minutes from the meetings held May 4, 2019, and May 5, 2019.</p>			
City Manager: Joseph R. Pace		Date: Thursday, January 5, 2023	
Approval: 			
Mayor: Tim Barker			

**MINUTES  
OF  
CITY OF WHARTON  
ECONOMIC DEVELOPMENT COMMITTEE MEETING  
1924 North Fulton Street, Wharton, Texas  
Monday, March 4, 2019, 9:00 a.m.**

City Manager, Andres Garza, Jr. declared a meeting of the City Council Economic Development Committee duly open for the transaction of business at 9:00 a.m.

Committee Members present: Councilmember, Al Bryant and Mayor, Tim Barker.

Committee Member absent: Councilmember, Russell Machann.

Staff Members present: City Manager, Andres Garza, Jr., Finance Director, Joan Andel and Community Development Coordinator, Gwyneth Teves.

Visitors present: Councilmember, Terry Freese.

The first item on the agenda was participation by the City Council for the Economic Development for Local Leaders Training Seminar. Wharton Economic Development Corporation Executive Director, Chad Odom, opened the seminar with a welcome and the Course Introduction: Mr. Ron Swager, Ph.D., CEcD. He then introduced the Presenter Ms. Dana Crater and her presentation would give you an overview of the key elements that make up the system and practice of economic development. She stated that this session would cover key competencies and ethical issues required for people engaging in economic development. She made her presentation.

The next presenter was Mr. Ron Swager, Ph.D., CEcD and his presentation would cover plan, key economic indicators you should be aware of and metrics for your region, the leading industries, cluster development, engaging your community and pitfall to avoid in the planning process. The presentation would also include the discussion of building resiliency into your strategy. Mr. Swager made his presentation.

The next presenter was Ms. Dana Crater and her presentation was An Economic Developer's View of Entrepreneurship & Small Business. The presentation covered entrepreneurship and small business being the foundation of American economy and how it is essential for economic growth to support entrepreneurship and provide the right technical assistance support and creative financing opportunities so entrepreneurs can thrive in the community.

The next presenter was Mr. Howard Pierpont and his presentation was Economic Resilience and Why it Matters. His presentation included industry downturns to natural disasters and how a community can recover from economic shock. The presentation also covered key topics in crisis communication, federal and state programs that support economic recovery after disasters and demonstrations of free tools and resources from [restoreyoureconomy.org](http://restoreyoureconomy.org).

The seminar concluded at 3:00 p.m.

The meeting adjourned at 3:05 p.m.

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Andres Garza, Jr. City Manager

DRAFT

**MINUTES  
OF  
CITY OF WHARTON  
ECONOMIC DEVELOPMENT COMMITTEE MEETING  
1924 North Fulton Street, Wharton, Texas  
Tuesday, March 5, 2019, 9:00 a.m.**

City Manager, Andres Garza, Jr. declared a meeting of the City Council Economic Development Committee duly open for the transaction of business at 9:00 a.m.

Committee Members present: Councilmember, Al Bryant and Mayor, Tim Barker.

Committee Member absent: Councilmember, Russell Machann.

Staff Members present: City Manager, Andres Garza, Jr., Finance Director, Joan Andel and Community Development Coordinator, Gwyneth Teves.

Visitors present: Councilmember, Terry Freese.

The first item on the agenda was participation by the City Council for Economic Development for Local Leaders Training Seminar. Wharton Economic Development Corporation Executive Director, Chad Odom, opened the seminar with a welcome and the overview of the presentation. He then introduced the Presenter Mr. Ron Swager.

The next presenter was Ron Swager, Ph.D., CEcD and his presentation regarding Business Retention and Expansion: Growing from Within. Mr. Swager stated that listening and taking care of your existing business is a place where many communities fall short. He stated that this was an essential part of economic development. He stated that business retention and expansion in economic development is important as well as the role of a community leader. Mr. Swager made his presentation.

The next presenter was Mr. Howard Pierpont and his presentation was on Revitalization: Breathing New Life into Divested Locations. He stated that dealing with Vacant, blighted buildings and revitalizing declining downtown is a significant concern for communities. Mr. Pierpont made his presentation.

The next presenter was Mr. Ron Swager and his presentation was Understanding the Market, Attraction & Site Selection Process. His presentation included attracting, creating, retaining and expanding businesses that are the cornerstones of economic development. He stated that it would cover preparation to market your community, the site selection process, issues in competitiveness and using incentives wisely to meet strategic goals. Mr. Swager made his presentation.

The next presenter was Ms. Dana Crater and her presentation would cover Workforce Development for Sustained Economic Growth. Her presentation included workforce development essential components of business attractions and retention and how community leaders play an important role in the myriad of issues involved in building the right talent pipeline. Ms. Crater made presentation.

The seminar concluded at 3:00 p.m.

The meeting adjourned at 3:05 p.m.

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Andres Garza, Jr. City Manager

DRAFT



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

## ECONOMIC DEVELOPMENT COMMITTEE

Meeting Date:	1/9/2023	Agenda Item:	Resolution- A resolution of the Wharton City Council approving a contract for services to complete the Downtown Master Plan funded through the City of Wharton American Rescue Plan Act – Federal Coronavirus Local Fiscal Recovery Fund (ARPA-CLFR), TX1666 and authorizing the Mayor of the City of Wharton to execute all documents related to said contract and setting an effective date.
<p>As part of the City of Wharton Recovery Plan, the City Council authorized funding to prepare a Downtown Master Plan. On November 14, 2022, the Council established a Consultant Selection Committee (CSC) for the selection of a qualified firm to perform the Downtown Master Plan for the City of Wharton.</p> <p>The City Staff issued a request for proposals (RFP) for firms and services to prepare the Master Plan that is funded through the City of Wharton American Rescue Plan Act – Federal Coronavirus Local Fiscal Recovery Fund (ARPA-CLRF), TX1666 and establish a Consultant Selection Committee to review the RFP’s submitted for the program.</p> <p>The City received seven proposals from:</p> <ol style="list-style-type: none"><li>1. Kendig Keast Collaborative</li><li>2. Cartodyne</li><li>3. Angelou Economics</li><li>4. Orchestra Partners</li><li>5. Askura Robinson</li><li>6. LJA</li><li>7. Ardurra</li></ol> <p>Director of Planning &amp; Development, Gwyn Teves, will be present to answer any questions.</p>			
City Manager: Joseph R. Pace			Date: Thursday, January 5, 2023
Approval: 			
Mayor: Tim Barker			



# City of Wharton

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

## MEMORANDUM

**DATE:** January 4, 2023

**FROM:** Gwyneth Teves, Director of Planning and Development

**TO:** Joseph R. Pace, City Manager

**SUBJECT:** Downtown Master Plan funded through the City of Wharton American Rescue Plan Act – Federal Coronavirus Local Fiscal Recovery Fund (ARPA-CLRF), TX1666 Consultant Selection for Qualified Firms and Services

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As part of the City of Wharton Recovery Plan the City Council authorized funding to prepare a Downtown Master Plan. On November 14, 2022, the Council established a Consultant Selection Committee (CSC) for the selection of a qualified firm to perform the Downtown Master Plan for the City of Wharton.

The City Staff issued a request for proposals (RFP) for firms and services to prepare the Master Plan that is funded through the City of Wharton American Rescue Plan Act – Federal Coronavirus Local Fiscal Recovery Fund (ARPA-CLRF), TX1666 and establish a Consultant Selection Committee to review the RFP's submitted for the program.

The City received seven proposals from:

1. Kendig Keast Collaborative
2. Cartodyne
3. Angelou Economics
4. Orchestra Partners
5. Askura Robinson
6. LJA
7. Ardurra

The CSC Economic Development Committee will score and meet prior to the City Council meeting to provide a recommendation of award to the City Council at the meeting.

If you should have any questions, please contact me at 979-532-2491 ext. 238. Thank You.

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

**A RESOLUTION OF THE WHARTON CITY COUNCIL APPROVING A CONTRACT FOR SERVICES TO COMPLETE THE DOWNTOWN MASTER PLAN FUNDED THROUGH THE CITY OF WHARTON AMERICAN RESCUE PLAN ACT – FEDERAL CORONAVIRUS LOCAL FISCAL RECOVERY FUND (ARPA-CLRF), TX1666 AND AUTHORIZING THE MAYOR OF THE CITY OF WHARTON TO EXECUTE ALL DOCUMENTS RELATED TO SAID CONTRACT AND SETTING AN EFFECTIVE DATE.**

**WHEREAS,** The City of Wharton received sealed bids for the Downtown Master Plan on December 20, 2022; and,

**WHEREAS,** The Wharton City Council wishes to approve a contract between the City of Wharton and \_\_\_\_\_ for services to complete the Downtown Master Plan funded through the City of Wharton American Rescue Plan Act – Federal Coronavirus Local Fiscal Recovery Fund (ARPA-CLRF), TX1666; and,

**WHEREAS,** The City of Wharton authorizes the Mayor of the City of Wharton to execute the agreement and wishes to be bound by the conditions as set forth in the agreement.

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

**Section I.** The Wharton City Council hereby approves a contract between the City of Wharton and \_\_\_\_\_ for services to complete the Downtown Master Plan funded through the City of Wharton American Rescue Plan Act – Federal Coronavirus Local Fiscal Recovery Fund (ARPA-CLRF), TX1666.

**Section II.** The Wharton City Council hereby approves to authorize the Mayor of the City of Wharton to execute the agreement.

**Section III.** The City of Wharton and \_\_\_\_\_ are hereby bound by the conditions as set forth in the agreement.

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

**Passed, Approved, and Adopted** this the 9<sup>th</sup> day of January 2023.

**CITY OF WHARTON**

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

**ATTEST:**

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**PAULA FAVORS**  
City Secretary

DRAFT