



**CITY OF WHARTON
FINANCE COMMITTEE MEETING**

**Tuesday, May 26, 2020
5:30 PM**


CITY HALL

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

Notice is hereby given that a Finance Committee Meeting will be held on Tuesday, May 26, 2020 at 5:30 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 21st day of May 2020.


By: 
Andres Garza, Jr., 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 21, 2020, 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 21st day of May 2020.

CITY OF WHARTON

By: 
Paula Favors
City Secretary



A G E N D A
CITY OF WHARTON
Finance Committee Meeting
Tuesday, May 26, 2020
City Hall - 5:30 PM

Call to Order.

Roll Call.

Public Comments.

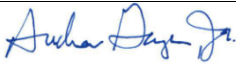
Review & Consider:

1. Minutes from the meeting held April 13, 2020.
2. Resolution: A resolution of the Wharton City Council establishing a policy for collection of delinquent utility bills for the period of March 23, 2020 through May 31, 2020 and authorizing the City Manager of the City of Wharton to implement said policy.
3. FM 1301 Extension and Railroad Overpass Project.

Adjournment.

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

FINANCE COMMITTEE

Meeting Date:	5/26/2020	Agenda Item:	Minutes from the meeting held April 13, 2020.
Attached are a copy of the draft minutes from the meeting held April 13, 2020.			
City Manager: Andres Garza, Jr.		Date: Thursday, May 21, 2020	
Approval: 			
Mayor: Tim Barker			

**MINUTES
OF
CITY OF WHARTON
FINANCE COMMITTEE MEETING
120 EAST CANEY STREET
WHARTON, TEXAS 77488
Monday, April 13, 2020 –5:30 p.m.**

City Manager Andres Garza, Jr. declared a meeting of the City Council Finance Committee duly open for the transaction of business at 5:30 p.m.

Committee Members present were: Councilmember Russell Machann and Mayor Tim Barker.

Committee Member absent was: Councilmember Alice Heard.

City Council Member present was: None.

Staff members present were: City Manager Andres Garza, Jr., Assistant to the City Manager Brandi Jimenez, Finance Director Joan Andel, City Secretary Paula Favors and Community Development Director Gwyn Teves.

Staff member absent was: None.

Visitors: Ms. Natalie Frels and Mr. Steve Van Manen of Harrison, Waldrop & Uherek, LLP.

Public Comments. There were no public comments.

The first item on the agenda was to review and consider Minutes from the meetings held January 27, 2020, February 10, 2020 and March 23, 2020. Councilmember Russell Machann made a motion to approve the minutes as presented. Mayor Tim Barker seconded the motion. All voted in favor.

The second item on the agenda was to review and consider City of Wharton Annual Financial Report for Fiscal Year October 1, 2018 to September 30, 2019 by Harrison, Waldrop & Uherek, L.L.P. Mr. Steve Van Manen of Harrison, Waldrop & Uherek, LLP, the City Auditors, presented to the Committee the City of Wharton Annual Financial Report for Fiscal Year October 1, 2018 to September 30, 2019. After some discussion, Councilmember Russell Machann made a motion to recommend to the City Council the approval of the City of Wharton Annual Financial Report for Fiscal Year October 1, 2018 to September 30, 2019. Mayor Barker seconded. All voted in favor.

The third item on the agenda was to review and consider COVID-19 Fiscal Impact on the City of Wharton 2019-2020 budget. Finance Director Joan Andel presented an update to the Committee regarding the impact the pandemic was having and would have on the City's current budget. also stated that sales tax was down 1.3% and the true test of the fiscal impact would come in

of 2020 when the sales tax numbers for March were received. After some discussion, no action was taken.

The fourth item on the agenda was to review and City of Wharton Hotel/Motel Request:

1. Fiscal Impact of 2019-2020 Budget.
2. Request from Mr. Vikas Desai, Manager of Holiday Inn and other hotel owners/mangers dated March 23, 2020.

City Manager Andres Garza, Jr. stated that on March 19, 2020 the City Staff and the Mayor met with Mr. Vikas Desai, Manager of Holiday Inn. He stated that in Mr. Desai's request there were several items the hotels wanted from the City due to the decline in occupancy in hotels. He presented a memorandum from Finance Director Joan Anandel regarding the Hotel/Motel Budget to the Committee. After some discussion Councilmember Russell Machann made a motion to recommend to the City Council to reject the request from Mr. Vikas Desai and to discontinue the lighting downtown and to de-obligate funding from the City of Wharton Hotel/Motel fund budgeted for the Wharton Downtown Business Association due to the shortfall of revenues caused by COVID-19 (Coronavirus) pandemic. Mayor Tim Barker seconded the motion. All voted in favor.

The fifth item on the agenda was to review and consider: City of Wharton Annual Budget Calendar for fiscal year 2020 – 2021. City Manager Andres Garza, Jr. presented a copy of the proposed City of Wharton Budget Calendar for fiscal year 2020-2021 to the Committee. Finance Director Joan Anandel stated there would be (3) three budget workshops with the City Council planned. After some discussion Councilmember Russell Machann made a motion to recommend to the City Council the approval of the Wharton Annual Budget Calendar for Fiscal Year 2020-2021. Mayor Tim Barker seconded the motion. All voted in favor.

The sixth item on the agenda was to review and consider Resolution: A resolution of the Wharton City Council adopting the City of Wharton Temporary Policy and Procedures: HR 6201 Families First Coronavirus Response Act (FFCRA) and Emergency Paid Sick Leave (ESick) Act & Emergency Family and Medical Leave (EFMLA) Expansion Act and setting an effective date. City Manager Andres Garza, Jr. presented a memorandum from City Secretary Paula Favors regarding HR 6201 Families First Coronavirus Response Act (FFCRA). He stated that the purpose of the proposed policy was to provide guidance and instruction to employees on how to manage time away from work if a leave of absence is needed in accordance with the Emergency Paid Sick Leave Act (ESick) and the Emergency Family and Medical Leave (EFMLA). City Secretary Paula Favors stated that the policy for Emergency Sick Leave (ESick) under this policy was paid at the employee's regular rate of pay for employees' own illness or quarantine and 2/3's their regular rate of pay for an employee to take care of a family member or child as listed. She stated that the policy would allow for 80 hours of pay for full time employees and up to *60 hours of paid leave for part time employees at the regular rate of pay, if leave was required. She stated that it was her recommendation to exempt City Staff from the Emergency Family and Medical Leave (EFMLA) portion of the act since all employees are deemed essential to maintain the continuity of operations of the City and EFMLA could last up to 12 weeks, which could cause an undue hardship on City Departments. After some discussion, Mayor Tim Barker made a motion to recommend to the City Council the approval of the City of Wharton Temporary Policy and Procedures: HR 6201 Families First Coronavirus Response Act (FFCRA) and Emergency Paid Sick Leave (ESick) Act & Emergency Family and Medical Leave (EFMLA) Expansion Act. Councilmember Russell Machann seconded the motion. All voted in favor.

The seventh item on the agenda was adjournment. Councilmember Russell Machann moved to adjourn. Councilmember Mayor Tim Barker seconded the motion. All voted in favor.

The meeting adjourned at 6:30 p.m.

Andres Garza, Jr., City Manager

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

FINANCE COMMITTEE


Meeting Date:	5/26/2020	Agenda Item:	Resolution: A resolution of the Wharton City Council establishing a policy for collection of delinquent utility bills for the period of March 23, 2020 through May 31, 2020 and authorizing the City Manager of the City of Wharton to implement said policy.
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Attached you will find a memo from Finance Director Joan Andel regarding the establishment of a policy for collection of delinquent utility bills for the period of March 23, 2020 through May 31, 2020. On March 23, 2020 the City Council advised the City Staff to waive all late fees, penalties and cutoff due to the COVID-19 Pandemic.

The policy would be as follows:

1. Payment plans established for those customers that cannot pay in full on delinquent accounts.
2. Reinstate 5% late fee on accounts on June 16, 2020.
3. Reinstate all cutoffs and penalties effective June 24, 2020 on those customers who are delinquent and have not set up any type of payment plan.

Finance Director Joan Andel will be present to answer any questions.

City Manager: Andres Garza, Jr.	Date: Thursday, May 21, 2020
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. Andres Garza, Jr.
City Manager

From: Joan Andel

Date: May 20, 2020

Re: Delinquent Utility Customers

The Utility Department has attempted to call all delinquent utility customers to inquire of their status of non-payment on their utility account. Several customers have said that they will make at least a partial payment on their account and some have paid in full.

I would like to present to City Council a policy for collection of delinquent utility bills to institute after the billing of May 31,2020.

1. Payment plans established for those customers that cannot pay in full on delinquent accounts.
2. Reinstate 5% late fee on accounts – on June 16 -bills due June 15.
3. Reinstate all cut-offs and penalties effective June 24 on those customers who are delinquent and have not set up any type of payment plan.

Should you have any questions, please contact me.

Thank you.

**CITY OF WHARTON
RESOLUTION NO. 2020-XX**

A RESOLUTION OF THE WHARTON CITY COUNCIL ESTABLISHING A POLICY FOR COLLECTION OF DELINQUENT UTILITY BILLS FOR THE PERIOD OF MARCH 23, 2020 THROUGH MAY 31, 2020 AND AUTHORIZING THE CITY MANAGER OF THE CITY OF WHARTON TO IMPLEMENT SAID POLICY.

WHEREAS, On March 23, 2020 the City Council directed the City Staff to suspend and waive all late fees, penalties and cutoff due to the COVID-19 Pandemic; and,

WHEREAS, The City of Wharton Code of Ordinances Chapter 86 authorizes the collection of utility bills, and;

WHEREAS, The City Staff is requesting to reinstate all fees as per the City Ordinance as follows:
1. Payment plans established for those customers that cannot pay in full on delinquent accounts.
2. Reinststate 5% late fee on accounts on June 16, 2020.
3. Reinststate all cutoffs and penalties effective June 24, 2020 on those customers who are delinquent and have not set up any type of payment plan.

WHEREAS, The Wharton City Council wishes to implement the policy for the Collection of Delinquent of Utility Bills; and,

WHEREAS, The Wharton City Council wishes this resolution to become effective immediately upon its passage.

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

Section I. The Wharton City Council hereby authorizes the City Manager to implement the policy for the Collection of Delinquent of Utility Bills as per the City’s ordinance.

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

Passed, Approved, and Adopted this 26th day of May 2020.

CITY OF WHARTON, TEXAS

By: _____
TIM BARKER
Mayor

ATTEST:

PAULA FAVORS
City Secretary

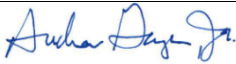
City of Wharton
120 E. Caney Street
Wharton, TX 77488

FINANCE COMMITTEE

Meeting Date:	5/26/2020	Agenda Item:	FM 1301 Extension and Railroad Overpass Project.
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The City Staff will update the Committee on the following for the FM 1301 Extension and Railroad Overpass Project.

1. Financing for the project.
2. Advance Funding Agreement with the state.
3. Agreement for engineering.

City Manager: Andres Garza, Jr.	Date: Thursday, May 21, 2020
Approval: 	
Mayor: Tim Barker	