



**CITY COUNCIL FINANCE COMMITTEE MINUTES
CITY OF ODESSA, TEXAS**

SEPTEMBER 18, 2018

On September 18, 2018, a Finance Committee meeting of the Odessa City Council was held at 5:00 p.m., in the fifth floor conference room, City Hall, 411 West 8th Street, Odessa, Texas.

Committee members present: Council member Dewey Bryant and Michael Gardner.

Others present: Council members Malcolm Hamilton and Barbara Graff; Norma Aguilar-Grimaldo, City Secretary; Michael Marrero, City Manager; Gary Landers, Interim City Attorney; Cindy Muncy, Interim Assistant City Manager; and other members of City staff.

Council member Bryant called the meeting to order and the following proceedings were held:

Emergency Communications District Budget for 2018-19. Kevin Jones stated that legislation required that the budget be sent to the represented agencies. He stated that the fiber optics was installed at the Police Department and Municipal Plaza.

Council member Gardner arrived at 5:04 p.m.

Mr. Tinney stated there were six command posts and explained the network system and the four layers of the defense system. The budget increased in personnel for a COLA increase. He reviewed the line items.

Appointment of judges for general city and special election. Mrs. Grimaldo stated that the ordinance would be for the appointment of judges for the November 6 election. Council member Graff was frustrated with the different new vote centers added. Mrs. Grimaldo stated that any voter could vote at any vote center. There would be mobile vote centers but the cost would be paid entirely by ECISD. The rest of the election costs would be shared among the three entities.

Proposal award for a five-year contract for transit management services. Phillip Urrutia, Director of Purchasing & Fleet, stated two responses were received. He recommended the contract be awarded to RATP DEV., which was formerly McDonald Transit. After negotiation, the management fee was reduced by \$3,000. The contract award was for \$221,880. Council member Graff asked about the travel line item. The travel funds were not identified. Council member Hamilton was concerned with the small number of passengers and the lack of profit. Council member Graff stated that the routes were cut. Mrs. Muncy stated that the transit was also funded through Federal and State. Each City shared the same cost of \$525,000. The paratransit riders were up as well as the overall ridership. The State and Federal fund ratio depended on local match. Council member Gardner stated that management changes were made and the budget had improved. He stated it was a good solid budget. Council member Graff requested a letter from Mr. Landers in regards to the bidders.

Contract award for janitorial services. Mr. Urrutia recommended a three-year contract to Professional Janitorial Services for \$280,212, the current vendor. The contract was for seven City locations. Mr. Marrero would continue to work with the vendor on its services.

MOUSD budget for FY 2019. Mr. Urrutia stated that Midland and Odessa contributed \$525,000 each.

Purchase of truck for Traffic Department. Mr. Urrutia stated that the truck would be a replacement of an eight-year old truck. It was a scheduled and budgeted item. The amount was for \$63,780.

Adopt a new Rate Review Mechanism "RRM" with Atmos Energy. Mr. Urrutia stated that the last filed rate increase was in 2016. Atmos filed before the steering committee and the proposal was negotiated to \$2.6 million among 66 cities. A residential customer would see a 3% rate increase in the bill of an average of \$1.38 more a month. Atmos' trend was a rate increase every two years.

Extension of time to expend CDBG funds for lighting at Woodson Park. Merita Sandoval, Director of Community Development requested that an extension of time be given for the lighting at Woodson Park. No bids were received for the requested bid project.

Extension of time to expend CDBG funds for lighting at Salinas Park. Mrs. Sandoval requested that an extension of time be given for the lighting at Salinas Park. No bids were received for the requested bid project.

Odessa Development Corporation budget. Mrs. Muncy reviewed the ODC budget line items. The City's fee was reduced. The Chamber increased its budget by 4.5% for salaries and prospect development. Council member Graff was against more than 3% of salary increase for the Chamber staff.

Administrative and outside agency contracts for Odessa Development Corporation. Renee Earls, Chamber of Commerce CEO, provided some clarifications on the contract. Mrs. Muncy stated that the contracts were uniformed. The Odessa Hispanic Chamber did not request any funds this year. She reported that MOTRAN requested increased in funds for a work-study on the I-20 corridor plan, as directed by the ODC board. UTPB-SBDC had an increase due to salaries and costs to the Business Challenge. Christi Callicoatte, CVA, stated there was a decrease with the CVA budget at \$674,900. CVA would provide services for website, video, sponsorship and digital work. The focus was education on a local level. The funds included retention and expansion. The industry targeted including distribution and manufacturing in medical and high tech. Council member Graff wanted to see diversification. Mrs. Muncy discussed the promotional funds and the grants. She stated that there were audits done by internal staff but the outside vendor may be used, if needed.

Levy the tax for the 2019 tax year. Mrs. Muncy stated that Council would consider the tax levy on September 24 and September 25.

City's Investment Policy and approved Brokers/Dealers lists. Mrs. Muncy reviewed the two policy's changes. The brokers/dealers lists remained unchanged.

Industrial district agreement for industrial workforce housing. Industrial district agreement with National Oilwell Varco, L.P. Mr. Landers stated that the agreements were off Hwy. 385 and would allow businesses for improvements. The owners asked for a voluntary annexation. The funds would be added to the tax roll in January 1, 2019.

There was no other business, the meeting adjourned at 6:13 p.m.

ATTEST:

APPROVED:

Norma Aguilar-Grimaldo, TRMC, CMC
City Secretary

Dewey Bryant
Council member