



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

**NOVEMBER 6, 2018**

On November 6, 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 members Dewey Bryant and Michael Gardner.

Others present: Mayor David R. Turner; Council members Barbara Graff and Filiberto Gonzales; 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.

Mayor Turner called the meeting to order and the following proceedings were held:

Council member Graff gave the invocation.

**ECISD First 5 – EDI snapshot report.** Dr. Diana Ruiz, First 5, highlighted the Early Development Instrument report. She stated that five domains were assessed with the early education but not all ECISD schools participated. The measurements were vulnerable, at risk and on track. Cameron performed the highest and was on track on all five domains. Zavala performed the lowest and only 20% of the students were on track. The top performance was physical health and well-being. The lowest performance was social competence and emotional maturity. She reviewed the children's vulnerability by neighborhoods. No neighborhood showed improvement.

Council member Gonzales arrived at 5:13 p.m.

Dr. Ruiz identified the areas to focus. One neighborhood that assessed low was Neighborhood 7 which was South Odessa and East Odessa as one area. A Permian Basin assessment would be done in 2020. Council member Bryant was concerned with the lack of participation. Mr. Marrero stated that there could be partnership with nonprofits to help the kids. The City will participate in mentoring. Council member Graff urged groups and organizations to work together.

**Contract renewal for benefits for claims administration software maintenance.** This item was removed.

**Professional services agreement with LCA for services.** Tom Kerr, Director of Public Works/Utilities, stated that the sewer system project was a time sensitive issue. He reported that the sewer system was meeting its capacity and there was a need to build infrastructure. The infrastructure was to extend to the Parks Bell area. The professional services agreement cost \$1,263,610. The completion for Line P was December 2020 and for Line Q was early 2021. John Landgraf, LCA, identified the locations of Line P & Q. The services would be done as two projects for more flexibility. He explained the functionality of the lines. Mr. Kerr was working on the sewer to handle the capacity. He stated that the lines would help with development for the future. The growth requires the new line. There would be

future discussion on funding. He stated that impact fees would allow the City to recoup some cost. There were multiple methods to incorporate impact fees. Mr. Marrero stated that Council would be provided with a progress report periodically.

**Renew annual Sungard HTE software support.** Mike Parrish, Director of Information Technology, stated that the renewal was for Naviline at an annual maintenance of \$120,000.

**Payment of annual Microsoft True UP costs.** Mr. Parrish reported that the renewal accounted for the servers used for Microsoft at a cost of \$87,000.

**Microsoft licensing agreement.** Mr. Parrish stated that the agreement was for operating system and the equipment. There would be email address for each employee. The cost was \$389,000. The agreement was critical for the city to upgrade to Windows 10. The licensing would shift from equipment based to user base and offer unlimited devices. Mrs. Muncy stated that the cost was higher than the budgeted amount but would be absorb in the IT Fund without a budget amendment.

**Purchase computer hardware.** Mr. Parrish stated that the hardware purchase would allow the system to handle our workload. The computer hardware was an approved supplemental item for \$169,000.

**Bid award for purchase of automotive vehicles for various departments.** Phillip Urrutia, Director of Purchasing & Fleet, stated that 25 vehicles would be purchased for \$543,940.60 from Sewell Ford. Two bids were returned due to not meeting the requirements or deadlines.

**Annual Assetworks software maintenance agreement.** Mr. Urrutia stated that Assetworks was the fleet management software that monitors and assists with replacements, fuel and provided GPS. The cost was \$158,269 for five years.

**Purchase of three yard refuse containers.** Mr. Urrutia stated that the containers were for Solid Waste that would be provided for 200 units at a cost of \$105,000.

**Bid award for liquid aluminum sulfate for Water Treatment Plant.** Mr. Urrutia recommended the bid award to Chameleon, which has an Odessa office. The bid was for liquid aluminum sulfate at a cost of \$245,000, which was a 13% increase.

**Bid award for liquid ammonium sulfate for Water Treatment Plant.** Mr. Urrutia recommended the bid award to Chameleon for the liquid ammonium sulfate for \$80,000, which was a 5.3% increase.

**Contract award for purchase of liquid/gas chlorine.** Mr. Urrutia recommended the bid award to DPS Industries for \$262,710, which was a 20% increase.

**Bid award for algicide for Water Treatment Plant.** Mr. Urrutia recommended the bid award to Hydro-Plus for \$60,000, which had a \$0.14 decrease.

**Lease agreement for city owned property located on Business 20/Highway 80.** Mr. Kerr stated that the lease agreement would be for placing a billboard on City property. The lease was for \$6,000 and would escalate after five years. The advertising could be digital. Council member Graff was concerned on the type of advertising that would be displayed since it was on City property. Mr. Kerr stated that there were no restrictions on advertising.

**Professional services agreement with LCA for services.** Mr. Marrero noted that 60% to 70% of the line would be in Midland County. Council member Gonzales suggested requesting assistance from Midland County. Mr. Kerr the line was the practical route due to the natural grade of the land according to the engineering analysis. Council member Bryant stated that the project did not need to be delayed.

There was no other business, the meeting adjourned at 5:58 p.m.

ATTEST:

APPROVED:

Norma Aguilar-Grimaldo, TRMC, CMC  
City Secretary

Dewey Bryant  
Council member