



**CITY COUNCIL WORK SESSION MINUTES  
CITY OF ODESSA, TEXAS**

**January 7, 2020**

On January 7, 2020, a work session meeting of the Odessa City Council was held at 5:01 p.m. in the fifth floor conference room, City Hall, 411 West 8th Street, Odessa, Texas.

City Council present: Council members: Dewey Bryant, District Two and Detra White, District Three; Tom Sprawls, District Four; Mari Willis, District Five; and Peggy Dean, At-Large.

Council absent: Mayor David R. Turner and Council member Malcolm Hamilton, District One.

Others present: Michael Marrero, City Manager; Norma Aguilar-Grimaldo, City Secretary; Natasha Brooks, City Attorney; Phillip Urrutia, Assistant City Manager; Cindy Muncy, Interim Assistant City Manager; and other members of City staff.

Mayor Pro Tem Dean called the meeting to order and the following proceedings were held:

Council member Bryant gave the invocation.

**Amend sections of City Code, Chapter 7 Municipal Court.** Mr. Marrero stated this was a housing keeping item.

**Affiliation agreement between UTPB and the City.** Merita Sandoval, Director of Community Development, stated that a joint program with First Five was proposed with the nursing students. Diana Ruiz, First Five, proposed that the nursing students experience the community needs and social economic status by riding with the code enforcement officers. The students would have office and field hours. Mrs. Sandoval stated that they would shadow the housing staff to experience the human impact. The program would start by February. Council member Willis would like the students' feedback. Students would receive credit hours.

**Recommend adoption of the Family Health Project, revision January 1, 2020.** Mrs. Muncy stated that the health plan was updated every year. The plan had minimal changes that included clarity on the retiree plan, dental plan and out of pocket expenses.

**Contract for purchase of sodium hydroxide for \$205,000.** Tom Kerr, Director of Public Works/Utilities, stated that the sodium hydroxide was used to disinfect water. The contract was an annual purchase.

**Renew Motorola P25 radio system maintenance/support for \$447,693.** Mike Parrish, Director of Information Technology, stated that the annual cost was for the radio system maintenance.

**Purchase for self-contained breathing apparatus for \$54,611.** Saul Ortega, Assistant Fire Chief, stated that the purchase was to replace the old cylinders that met its life

expectancy of 15 years. The cost was for \$54,611 from Casco. The old cylinders were disposed.

**PSA with JSA Architects for architectural and engineering services.** Mr. Urrutia stated that the agreement was to design two fire stations. JSA Architect would partner with Martinez Architects. Stations #6 and #9 would be rebuilt. He reviewed the services and the total cost was \$1,392,000. Cruz Castillo, JSA President, reviewed the timeline for the design phase. A partner was to be used to assist with the environmental and logistics of the design. Mr. Marrero stated that the City was working on securing a location. Station #6 would be built like Central Station, as it would serve more than just a fire station.

**Resolution for OPD to apply for accept, amend and appropriate 2020 STEP funds,** Mike Gerke, Police Chief, stated that the grant would allow to pay for overtime to patrol areas designated as traffic problems. The grant was for \$21,956.73 with a match of \$5,504.74.

**Resolution to accept and appropriate donation funds from Greater Texas Ford Dealers.** Chief Gerke stated that a donation of \$12,500 was received from Greater Texas Ford Dealers.

**PSA with Landraf, Crutcher and Associates for right of way study.** Hal Feldman, Traffic Engineer, stated that the agreement was for the right of way study for South Dixie to Loop 338. The cost was \$594,045 and the design would be completed January 2021. John Landgraf, Landraf, Crutcher, reviewed the timeline. A right of way analysis would be done with pros and cons. Additional property may need to be acquired. Mr. Feldman stated that Dixie would be a five or seven lane roadway that would connect with the loop. The road needed to be developed, as there was a lot of truck traffic and a growing demand for the road.

**Bid award for purchase of automotive vehicles for various departments for \$250,145.** Mr. Urrutia reviewed the replacement vehicles. The award was from Caldwell for \$250,145. The vehicles were a scheduled and budgeted item. The replacement vehicles would be sold at auction.

**Bid award of Blackshear Stadium, 2<sup>nd</sup> filing water and sewer for \$184,670 and bid award of Blackshear Stadium, 2<sup>nd</sup> filing paving and drainage for \$300,764.** Mr. Marrero stated that this project was a partnership with Grow Odessa and Odessa Housing Finance Corporation (OHFC) for affordable housing. Mr. Urrutia stated that 33 lots would be built on the Blackshear Stadium site. The property next to it, Smith, there was 12 lots. Smith would be developed by OHFC and Grow Odessa would assist with the funding for Smith and Blackshear Stadium properties. The total bids was \$485,434 for the Blackshear Stadium and Grow Odessa would fund \$242,717. David Boutin, Grow Odessa, stated that Grow Odessa supported affordable housing. Jill Miller, OHFC, stated that the homes would be under \$200,000 for a four bedroom home. The properties would have a combination of workforce and affordable housing. Council member Dean asked if the City should partner on the Smith property and provide some funding. After discussion, the Council agreed to utilize the funds for other site locations for more affordable housing.

**Necessary signatures in connection with Municipal Court Cash Bond Account Funds.** Mrs. Muncy stated that changes in signatures was necessary due to staff changes in Municipal Court.

**Water/Sewer CIP.** Mr. Kerr discussed the Utility CIP needs including scheduling, costs and funding. He outlined the scheduling priorities for 2020. Scheduling included Line P sewer trunk, Line Q sewer trunk, Distribution and Collection systems rehab, Solid Waste water and sewer system improvement and the Water Treatment Plant rehab. He identified the five year needs with critical needs of the systems rehab for Distribution and Collection, Water treatment Plant and Line P. Other critical needs included cast iron mains, asbestos cement sewer pipe, and clay pipe. Mr. Kerr reviewed the water pipeline aging. He reviewed the areas of the pipes degrading. He continued identifying the needs with new development growth. There were critical issues for the Northeast development and Southwest Development that had a project cost of \$94 million. Ongoing and expected development cost participation for the water and wastewater systems for future growth had a projection of \$6 million. Mr. Kerr provided two funding options. The cost numbers were based on costs experience and could possibly fluctuate. The first option was for projects that totaled \$245 million. He broke down the funding distribution. The second funding option was for \$225 million. He reviewed the possible funding options that included bond issuance, Pioneer funds, existing debt service, pro-rata agreements, impact fees, PIDS, a systems sustainability fee and annualized rate adjustments. He reviewed the status of the Pioneer funds. Mrs. Muncy explained the bond issuance and provided a preliminary schedule of options. She stated that it was favorable to rate agencies to use the City funds, Pioneer funds, toward the plant rehab. She explained the funding options. Mr. Kerr projected a 15% or 18% increase. The water and sewer rate adjustments were reviewed.

Council member Bryant asked about the projected income with Line Q and Line P. He suggested instituting a standardized rate increase and taking into account the new revenue. Council member White was concerned with the high rate increase for growth. There needed to be a balance between growth and rehab. Council member Bryant stated that there must be other resources to move forward with the projects. Mr. Kerr stated that impact fees become necessary to balance the funding. ODC funds could be used if it was tied to economic development projects but the growth was residential. Currently, there were funds to start Line P but not to complete the project and no budgeted funds for any rehab work. Council member Bryant stated that new customers needed to assist paying for the projects. Mr. Kerr discussed the electrical issues at the plant. Mrs. Muncy discussed the operational fund balance.

Mr. Kerr discussed the cost recovery with impact fees and system sustainability fee. Discussion was held on other sources of funding. Council member Sprawls agreed with the necessary needs but did not agree with the debt. Additional information would be provided with projected income revenue and presented at the next Council work session. Council member Willis asked to be creative with everyone in mind and be fair and equitable for the citizens.

There was no further business, the meeting adjourned at 7:26 p.m.

ATTEST:

APPROVED:

Norma Aguilar-Grimaldo, TRMC, CMC  
City Secretary

Peggy Dean  
Mayor Pro Tem