August 21st, 2020

To The Honorable Mayor and City Council:

I would like to note the following items as the more significant, which Council will consider at its upcoming meeting on Tuesday, August 25th, 2020

IV. CONSENT AGENDA

C. Council will consider an agreement between the Drug Enforcement Administration and the Odessa Police Department. This agreement allows for one OPD officer to be assigned to the HIDTA Task Force for up to two years. HIDTA reimburses OPD for any overtime payments made by it to the Officer who is serving on the Task Force.

V. OTHER COUNCIL ACTION

PUBLIC HEARING

1. Council will conduct a public hearing regarding the Fiscal Year 2020-2021 budget. The proposed budget has been filed with the City Secretary's Office as of August 10th, 2020. Council will hear any questions citizens may have regarding that budget.

RESOLUTION

3. This item will consider the approval of the General Development Plan of the Odessa Development Corporation. Staff has complied this economic development plan, which included proposed methods and expected costs of implementation. The plan includes both short and long-term goals for the development of the City, the proposed methods for elimination of unemployment and underemployment, and the promotion of employment. ODC has reviewed and approved during their regular meeting on August 13th, 2020.

6. Council will consider a resolution to establish a maximum tax rate of $0.477115 for the 2020-21 fiscal year. This proposed rate is equal to the No-New-Revenue rate, which is lower than the Voter-Approval rate of $0.481917 and represents a $0.000514 rate increase compared to last year's adopted tax rate of $0.476601. The first vote on this item will be on September 8th and the final vote on September 15th.

7. Consideration of this item will approve the annual budget and economic development contractor agreements of the Odessa Development Corporation for FY 2020-21. ODC has accepted the FY 2020-21 proposals from their economic development contractors which include: City of Odessa, CVA Marketing, Odessa Chamber of Commerce, MOTRAN, Odessa Hispanic Chamber of Commerce, Odessa Black Chamber of Commerce and the UTPB Small Business Development Center. Approval of this item will approve the annual budget and all contractor agreements that were previously reviewed and approved at ODC's August 13th, 2020 meeting.

Sincerely,

Michael Marrero
City Manager

David R. Turner
Mayor

Michael Marrero
City Manager

CITY COUNCIL
Michael Shelton, District 1
Dewey Bryant, District 2
Detra White, District 3
Tom Sprawls, District 4
Mari Willis, District 5
Peggy Dean, At-Large

City Council Meeting Agenda
August 25, 2020
6:00 p.m.

I. INVOCATION — Mayor Turner

II. PLEDGE AND TEXAS PLEDGE — Council Member Shelton
Honor the Texas Flag; I pledge allegiance to thee,
Texas, one state under God, one and indivisible.

III. PROCLAMATIONS, AWARDS AND PRESENTATIONS. — Mayor Turner
West Texas Strong – City of El Paso

Any member of the public may address the City Council regarding any of its agenda items before or during the consideration of the item.

IV. CONSENT AGENDA

These items are considered to be routine or have been previously discussed, and can be approved in one motion, unless a Council Member asks for separate consideration of an item.

A. Consider approval of City Council minutes, August 11, 2020. — Norma A. Grimaldo

B. Consider approval of City Council Work Session minutes, August 18, 2020. — Norma A. Grimaldo

C. Consider a state and local HIDTA task force agreement between the Drug Enforcement Administration (DEA) and the Odessa Police Department (OPD). (Resolution) — Mike Gerke

V. OTHER COUNCIL ACTION

1. Consider the August 31 memorial proposal to be located at Memorial Gardens. — Randy Ham

PUBLIC HEARING

2. Open public hearing for fiscal year 2020-2021 — Cindy Muncy

RESOLUTION

3. Consider approval of the general development plan of the Odessa Development Corporation for FY 2020-2021. — Robert Carroll

4. Consider an economic development agreement between the Odessa Development Corporation and Apergy. — Wesley Burnett

5. Consider a third training facilities grant with the University of Texas of the Permian Basin. — Wesley Burnett

6. Consider a resolution establishing a maximum tax rate of $0.477115 for Fiscal Year 2020-21. — Cindy Muncy

7. Consider approval of Odessa Development Corporation annual budget and economic development contractor agreements for FY 2020-2021. — Cindy Muncy

MISCELLANEOUS

8. Appointment of Boards. — Council

BOARD NAME	APPOINTED	APPOINTED BY	EXPIRATION DATE
8a. ANIMAL SHELTER ADVISORY COMMITTEE			
Detra White	1-19	Council	03-31-2019
Tom Sprawls	1-19	Council	
Henry Lide	3-14	Council	03-31-2020
Deidre Kimbrough	4-15	Council	03-31-2019
Kathleen Rector	5-16	Council	03-31-2020
Susan Clark	3-14	Council	03-31-2020
Connie Coots	3-14	Council	03-31-2019
Lisa Frost	4-18	Council	03-31-2020
Joyce Trower	3-14	Council	03-31-2019
8b. BOARD OF SURVEY			
Vacant		District 3	11-30-2022
8c. CITIZENS GOLF ADVISORY COMMITTEE			
Vacant		Mayor	11-30-2020
8d. ODESSA HOUSING FINANCE CORPORATION			
Cruz Castillo		Council	08/28/2020
Connie Coots		Council	08/28/2020
Vacant (Council Member)		Council	08/28/2021
8e. TRAFFIC ADVISORY COMMITTEE			
Detra White		District 3	11-30-2020
8f. ZONING BOARD OF ADJUSTMENT			
Vacant		District 3	11-30-2020
Vacant		At Large	11-30-2020
8g. MIDLAND ODESSA URBAN TRANSIT DISTRICT			
Thomas Blackstone	6-04 & 2-19	Council	02-28-2020

9. Citizen comments on non-agenda items.

10. Adjourn.

COURTESY RULES

Thank you for your presence. The City Council appreciates your interest in Odessa City Government.

PLEASE SILENCE OR TURN OFF ALL MOBILE DEVICES.

If you wish to address the Council, obtain a speaker card just inside the Council Chambers, complete the information requested on the card, and deliver to the City Secretary before the meeting or as soon as you can.

Speakers will be heard as the individual item(s) in which they have registered an interest come before the Council.

Your remarks will be limited in duration depending on the number of people wanting to speak on a particular item. PLEASE GIVE YOUR NAME AND ADDRESS FOR THE RECORD.

Delay or interruption of the proceedings will not be tolerated.

ASSISTANCE

Please call (432) 335-3276 if you need assistance with interpretation or translation for this meeting.

Si usted necesita ayuda con la interpretación o traducción de cualquier material en este sitio o en una reunión pública de la Ciudad de Odessa por favor llame al (432) 335-3276.

AMERICANS WITH DISABILITIES ACT NOTICE

The City of Odessa wants to ensure that City Council Meetings are accessible to persons with disabilities. If any individual needs special assistance or accommodations in order to attend a City Council meeting, please contact the City Secretary's Office at (432) 335-3276, in advance so accommodations can be made.

CITY OF ODESSA CITY COUNCIL AGENDA ITEM		
Meeting Date:	08/25/2020	Item Type:
Contact:	Norma Aguilar-Grimaldo	Regular
Department:	City Secretary	
Finance Committee Review? No		
CAPTION		
Proclamations, Presentations and Awards.		
SUMMARY OF ITEM		
West Texas Strong – City of El Paso		
FISCAL IMPACT? No		
Comments:		
Supporting Documents:		Other Departments, Boards, Commissions or Agencies:

Proclamation

City of El Paso, Texas

Whereas, *On August 31, 2019 the communities of Midland and Odessa, Texas experienced a tragic day that resulted in the loss of 7 lives that left 17 injured; and*

Whereas, *this tragedy occurred only shortly after El Paso, Texas was impacted by the heartbreaking loss of 23 lives due to a senseless act of violence on August 3, 2019; and*

Whereas, *the City of El Paso recognizes the importance of unity and supporting our sister West Texas cities; and*

Whereas, *the City of El Paso joins the cities of Midland and Odessa in honoring each victim lost to these tragic acts while denouncing the circumstances by which they were taken; and*

Whereas, *the City of El Paso stands in strength with our West Texas neighbors, Midland and Odessa, as we reflect, honor and heal our communities.*

Now, therefore, be it proclaimed: *by the Mayor and Council of the City of El Paso, Texas that the month of August 2020 shall be known as:*

"West Texas Strong" Month

El Paso – Midland – Odessa

In Witness Whereof, I have hereunto set my hand and caused the official seal of the City of El Paso to be affixed this 12th *day of* August *A.D., 20*20

Mayor Dee Margo

CITY OF ODESSA CITY COUNCIL AGENDA ITEM		
Meeting Date:	08/25/2020	Item Type:
Contact:	Norma Aguilar-Grimaldo	Consent
Department:	City Secretary	
Finance Committee Review? No		
CAPTION		
Consider approval of City Council minutes.		
SUMMARY OF ITEM		
City Council minutes August 11, 2020.		
FISCAL IMPACT? No		
Comments:		
Supporting Documents:		Other Departments, Boards, Commissions or Agencies:
8-11-20.doc		

CITY COUNCIL MINUTES
CITY OF ODESSA, TEXAS

August 11, 2020

On August 11, 2020, a regular meeting of the Odessa City Council was held at 6:00 p.m., Odessa, Texas. Due to the COVID-19, the meeting was teleconferenced, as allowed by Governor Abbott's executive order. The City Council was present through teleconference.

City Council present: Mayor David R. Turner; Council members: Michael Shelton, District One; Dewey Bryant, District Two; Detra White, District Three; Tom Sprawls, District Four; Mari Willis, District Five; and Peggy Dean, At-Large.

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

A quorum being present, Mayor Turner called the meeting to order and the following proceedings were held:

The invocation was given by Mayor Turner and followed by the Pledge of Allegiance and Texas flags.

Telecommunicator Team of the Year– Mayor Turner recognized and thanked the City's 9-1-1 dispatchers for their work on the August 31 tragic event. They will receive the Telecommunicator Team of the Year. Michelle Racca, Director of Emergency Communications, was humbled and honored by the recognition.

Mobile COVID-19 testing update – Dr. Minerva Gonzales provided an overview of the demographics from the mobile testing. There were 1,596 tests given with 1,117 negative results and 479 positive results. There was 48% male with 52% female. There was 83% Hispanic and 17% Non-Hispanic. Dr. Diana Ruiz stated the mobile testing was under budget. The challenge was reaching to the participants with their results as incorrect contact information was provided. She was grateful for the support of City staff. Council member Willis reported that the event was organized and flowed professionally. She thanked Dr. Ruiz and her team. Dr. Gonzales was working with City staff on dates for the Fall mobile testing.

August 31 Memorial Update – Mr. Urrutia stated that there was a collaborative effort from Odessa Arts, City staff, Chamber, Family Resiliency Center, and the Ministerial Alliance in bringing forth events for the August 31 Memorial. Randy Ham, Odessa Arts Executive Director, stated that the group worked on events to provide the opportunity to observe and support the families in a safe manner. He provided the schedule of events for the memorial. Some of the events included sharing stories on social media, a thank you video of first responders, yellow flags at Memorial Gardens, businesses having yellow ribbon on the door, 32 seconds of silence on August 31 at 3 p.m., and digital billboard message. The three finalist designs for the memorial would be unveiled. Mayor Turner thanked Mr. Ham for his leadership.

CONSENT AGENDA ITEMS

A. City Council minutes, July 28, 2020;
B. City Council minutes work session, August 4, 2020;
C. City Council budget retreat minute, August 4, 2020;
D. **Ordinance 2020-26 – Call the 2020 General Municipal Election for November 3, 2020;**
E. **Ordinance No. 2020-27 – Amend Article 3-12 – Flood Damage Prevention in the City Code of Ordinances;**
F. **Resolution No. 2020R-47 – Emergency Communication District of Ector County 2020-2021 budget;**
G. **Resolution No. 2020R-48 – Authorize to use electronic signature on TxDOT Traffic Safety Grants;**
H. **Resolution No. 2020R-49 - Authorize the City of Odessa Police Department to apply for and accept; amending the fiscal budget to appropriate awarded funds as additional revenue and authorizing the expenditure of awarded grant funds from the 2020 BJA Edward Byrne Memorial Justice Assistance Grant Program (JAG);**
I. **Resolution No. 2020R-50 – Ector County interlocal agreement for the division of the 2020 Edward Byrne Memorial Justice Assistance grant (JAG) funds;**
J. **Resolution No. 2020R-51 – Appoint the Capital Improvements Advisory Committee and adopt the Committee's procedure rules;**
K. Contract award with CivicPlus for website development and mass notification system for $354,954;
L. Bid award to Neal Pool for impound services for $6,000.

Motion was made by Council member Willis and seconded by Council member Sprawls to approve the consent agenda items. The motion was approved by the following vote:

Aye: Turner, Shelton, Bryant, White, Sprawls, Willis, and Dean
Nay: None

OTHER COUNCIL ACTION

Purchase of uniforms for OFR personnel with the CARES CRF funds for $43,902. Mr. Marrero stated that some of the purchases would be for Council approval for the knowledge of how the CARES funding was spent. Rodd Huber, Assistant Fire Chief, stated that the fire personnel were washing their uniforms a few times in one shift due to the increase in calls. The purchase would help them have more uniforms to keep clean.

Motion was made by Council member Dean and seconded by Council member Shelton to approve the purchase as recommended. The motion was approved by the following vote:

Aye: Turner, Shelton, Bryant, White, Sprawls, Willis, and Dean
Nay: None

Purchase of Glidescope Pro's with Cares CRF funds for $61,948. Assistant Chief Huber stated that the equipment would assist with the COVID-19 patients to keep at a distance.

Motion was made by Council member White and seconded by Council member Bryant to approve the purchase as recommended. The motion was approved by the following vote:

Aye: Turner, Shelton, Bryant, White, Sprawls, Willis, and Dean
Nay: None

Ector County Elections Administrator contract for the General Municipal Election, November 3, 2020. Mrs. Grimaldo stated that elections contract would be for the November 3, 2020 election. The joint election cost would be shared.

Motion was made by Council member Dean and seconded by Council member White to approve the contract as recommended. The motion was approved by the following vote:

Aye: Turner, Shelton, Bryant, White, Sprawls, Willis, and Dean
Nay: None

Purchase one Zoll cardiac monitor/defibrillator with CARES CRF funds for $38,327. Assistant Fire Chief Huber stated that the Zoll cardiac monitor would transmit the data to both hospitals. The purchase would complete having a monitor one each unit.

Motion was made by Council member White and seconded by Council member Sprawls to approve the purchase as recommended. The motion was approved by the following vote:

Aye: Turner, Shelton, Bryant, White, Sprawls, Willis, and Dean
Nay: None

Purchase of nine automatic CPR devices with CARES CRF funds for $170,777. Assistant Chief Huber stated that CPR devices would allow for better survival outcomes for patients in cardiac arrest. It would limit close contact with patients.

Motion was made by Council member Sprawls and seconded by Council member White to approve the purchase as recommended. The motion was approved by the following vote:

Aye: Turner, Shelton, Bryant, White, Sprawls, Willis, and Dean
Nay: None

RESOLUTION

Resolution No. 2020R-52 – City of Odessa's 2020 Action Plan and the 2020-2024 Consolidated Plan. Merita Sandoval, Director of Community Development, stated that Consolidated Plan established the priorities and goals for the next few years. The Action Plan was based on how the CDBG funds would be expended.

Motion was made by Council member Bryant and seconded by Council member Willis to approve the resolution. The motion was approved by the following vote:

Aye: Turner, Shelton, Bryant, White, Sprawls, Willis, and Dean
Nay: None

Council member Willis left the meeting.

Resolution No. 2020R-53 – City of Odessa's amendment to the 2019 Action Plan. Mrs. Sandoval stated that the amendment to the Action Plan included the CDBG-CV funds that were allocated.

Motion was made by Council member Dean and seconded by Council member Sprawls to approve the resolution. The motion was approved by the following vote:

Aye: Turner, Shelton, Bryant, White, Sprawls, and Dean
Nay: None

MISCELLANEOUS

Appointment of Boards: Animal Shelter Advisory Committee, Board of Survey, Citizens Golf Advisory Committee; Historic Preservation Commission, Traffic Advisory Committee, Zoning Board of Adjustment, and Midland Odessa Urban Transit District. Motion was made by Council member Dean and seconded by Council member Sprawls to appoint Sheila Perry to the Historic Preservation Commission. The motion was approved by the following vote:

Aye: Turner, Shelton, Bryant, White, Sprawls, and Dean
Nay: None

There was no other business, the meeting adjourned at 6:32 p.m.

ATTEST:	APPROVED:
Norma Aguilar-Grimaldo, TRMC, CMC City Secretary	David R. Turner Mayor

CITY OF ODESSA CITY COUNCIL AGENDA ITEM		
Meeting Date:	08/25/2020	Item Type:
Contact:	Norma Aguilar-Grimaldo	Consent
Department:	City Secretary	
Finance Committee Review? No		
CAPTION		
Consider approval of City Council Work Session minutes.		
SUMMARY OF ITEM		
Consider approval of City Council Work Session minutes, August 18, 2020.		
FISCAL IMPACT? No		
Comments:		
Supporting Documents:		Other Departments, Boards, Commissions or Agencies:
8-18-20 worksession.doc		

CITY COUNCIL WORK SESSION MINUTES
CITY OF ODESSA, TEXAS

August 18, 2020

On August 18, 2020, a work session meeting of the Odessa City Council was held at 10:00 a.m., Odessa, Texas. Due to the COVID-19, the meeting was teleconferenced, as allowed by the Governor's executive order. The City Council was present through teleconference.

City Council present: Mayor David R. Turner; Council members: Michael Shelton, District One; Dewey Bryant, District Two; Detra White, District Three; Tom Sprawls, District Four; Mari Willis, District Five; and Peggy Dean, At-Large.

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

A quorum being present, Mayor Turner called the meeting to order and the following proceedings were held:

Mayor Turner gave the invocation.

UTPB Master Plan presentation. Dr. Sandra Woodley, UTPB President, stated that UTPB was to serve the city and region, provide workforce, and economic development. She provided a ten-year plan to elevate the service of UTPB. She reviewed the strategic objectives and pillars for the plan. Dr. Woodley reviewed the campus growth, history, and locations. The master plan projected from 6,500 to 12,000 students in ten years. The plan provided for public and private partnership opportunities. The corner at University and JBS Parkway was for a convocation complex that would be a venue for many diversified activities. Aaron Kurtz, JLL, was assessing a feasibility study for a convocation arena. The arena would be dynamic and integrate with the community. There would be mix uses. The study would be completed by end of November or early December providing a vision of opportunity. Dr. Woodley stated that the mix use space would provide revenue producing businesses to support the facility. Odessa College and ECISD may have use of the facility. She wanted UTPB to partner with the City in the sports fields to maintain and elevate the services of the fields. There was an opportunity to enhance the use of the fields. She was interested in a park community such as providing recreational trails and biking trails. Wendell Snodgrass, UTPB VP of Advancement, stated that there was a possible football stadium and a plaza area on the 42nd St. and JBS Parkway. A vision was to create a community park space. The area for the convocation was 130 acres. Council member Bryant thanked Dr. Woodley for the vision and incorporating the City on a partnership. Mr. Marrero stated that there was a lease on the property for the fields with the City and UTPB. Details were being worked out including how to allocate the fields for play and running the concessions. Dr. Woodley stated that there was an opportunity to increase participation in the use of the fields and be a tournament destination with professional management. She outlined transformation concepts and the Midland campus. She was working to acquire more land for the Midland campus. The concept was to provide park space trails, utilize the natural playas, amphitheater, and other amenities. Mayor Turner thanked Dr. Woodley.

State and local HIDTA task force agreement. Mike Gerke, Police Chief, stated that the grant was to defer overtime costs and work in cooperation with the task force.

ODC economic development agreement with Apergy. Wesley Burnett, Economic Development Director, stated that ODC approved the grant for $1 million. It was a business consolidation to Odessa. The capital investment was $1.8 million, and it would maintain and create jobs. The grant was for five years to be paid out in arrears.

ODC's third UTPB Training Facilities Grant. Mr. Burnett stated that the grant was for $2.1 million over three-years. Dr. Woodley stated that the grant would provide more workforce training and a manufacturing center. Certifications would be available with the program. The grant would be combined with other leveraged funds.

ODC General Development Plan for 2020-21. Robert Carroll, Senior Assistant City Attorney, stated that ODC approved its plan for 2020-21. A nondiscrimination policy was added and updates on contractors' objectives, mission, and goals.

ODC annual budget and economic development contractor agreements for FY 2020-21. Mrs. Muncy stated that the sales tax projections were reduced. There were minor changes to the operating expenditures. She provided the contractors' budgeted amounts. The ending fund balance was $9.1 million. The budget was reduced by 21%. Mr. Carroll stated that the contract form was updated. He stated that the Black Chamber of Commerce and the Hispanic Chamber of Commerce were each funded $50,000. Mrs. Muncy explained that the Hispanic Chamber and Black Chamber were funded under the marketing line item. They would work to bridge the gap with small business owners and work with SBDC. Tim Edgmon, ODC President, stated that the Hispanic Chamber and Black Chamber would be monitored. There was an opportunity for the two chambers to reach out to businesses and it would be beneficial.

Establish a maximum tax rate of $0.477115 for fiscal year 2020-21. Mrs. Muncy stated that the tax rate was the proposed rate provided by ECAD. She explained the notices to be provided. The rate was the no new revenue rate. Council member Dean stated that there needed to be transparency and allow the citizens to comment. Mrs. Muncy stated that the notice would provide notification. She reviewed the next steps of the budget and the tax rate.

Public hearing for fiscal year 2020-21 budget. Mrs. Muncy stated that the budget was at the no new revenue rate. The General Fund had a balanced budget. The budget reflected an increase in the infrastructure repair program and the Water Sewer Fund had a balanced budget. She would provide any updated information.

There was no other business, the meeting adjourned at 11:06 a.m.

ATTEST:	APPROVED:
Norma Aguilar-Grimaldo, TRMC, CMC City Secretary	David R. Turner Mayor

CITY OF ODESSA CITY COUNCIL AGENDA ITEM		
Meeting Date:	08/25/2020	Item Type:
Contact:	Chief Mike Gerke	Consent
Department:	Police	
Finance Committee Review? Yes		
CAPTION		
Consider a State and Local HIDTA Task Force Agreement between the Drug Enforcement Administration (DEA) and the Odessa Police Department (OPD). (-RESOLUTION-)		
SUMMARY OF ITEM		
This agreement between the DEA and OPD allows one OPD Officer to be assigned to the Permian Basin HIDTA for a period of not less than two years. OPD will remain responsible for establishing the salaries and benefits, including overtime, of the OPD Officer assigned to the task force and for making all payments due them. HIDTA will, subject to availability of funds, reimburse the OPD for overtime payments made by it to the OPD Officer assigned to Permian Basin HIDTA.		
FISCAL IMPACT? No		
Comments:		
Supporting Documents:		Other Departments, Boards, Commissions or Agencies:
Odessa PD PB HIDTA SL FY21 080420.pdf Odessa PD OJP 4061.pdf 7r-030 HIDTA Task Force Agreement between DEA and OPD.pdf		

HIDTA STATE AND LOCAL TASK FORCE AGREEMENT
BETWEEN THE
DRUG ENFORCEMENT ADMINISTRATION
AND THE
ODESSA POLICE DEPARTMENT
FISCAL YEAR 2021

This agreement is made this 1st day of October 2020, between the United States Department of Justice, Drug Enforcement Administration (hereinafter "DEA"), and the Odessa Police Department ORI# TX0680200 (hereinafter "OPD"). The DEA is authorized to enter into this cooperative agreement concerning the use and abuse of controlled substances under the provisions of 21 U.S.C. § 873.

Whereas there is evidence that trafficking in narcotics and dangerous drugs exists in the Western District of Texas area and that such illegal activity has a substantial and detrimental effect on the health and general welfare of the people of the Western District of Texas, the parties hereto agree to the following:

1. The El Paso Division, Midland Resident Office, High Intensity Drug Trafficking (HIDTA) Task Force (hereinafter referred to as “Permian Basin HIDTA”) will perform the activities and duties described below:

a. disrupt the illicit drug traffic in the Western District of Texas area by immobilizing targeted violators and trafficking organizations;

b. gather and report intelligence data relating to trafficking in narcotics and dangerous drugs; and

c. conduct undercover operations where appropriate and engage in other traditional methods of investigation in order that the task force's activities will result in effective prosecution before the courts of the United States and the State of Texas.

2. To accomplish the objectives of the Permian Basin HIDTA, the OPD agrees to detail one (1) experienced officer to the Permian Basin HIDTA for a period of not less than two years. During this period of assignment, the OPD officers will be under the direct supervision and control of DEA supervisory personnel assigned to the task force.

3. The OPD officer assigned to the task force shall adhere to all DEA policies and procedures. Failure to adhere to DEA policies and procedures shall be grounds for dismissal from the task force.

4. The OPD officer assigned to the task force shall be deputized as task force officers of DEA pursuant to 21 USC 878.

5. To accomplish the objectives of the Permian Basin HIDTA Task Force, DEA will assign two (2) Special Agents to the task force. HIDTA will also, subject to the availability of annually appropriated funds or any continuing resolution thereof, provide necessary funds and equipment to support the activities of the DEA Special Agents and OPD officer assigned to the task force. This support will include: office space, office supplies, travel funds, funds for the purchase of evidence and information, investigative equipment, training and other support items.

6. During the period of assignment to the Task Force, the OPD will remain responsible for establishing the salary and benefits, including overtime, of the officers assigned to the Task Force, and for making all payments due them. HIDTA will, subject to availability of funds, reimburse the OPD for overtime payment. Reimbursement for all types of qualified expenses shall be contingent upon availability of funds and the submission of a proper request for reimbursement which shall be submitted **monthly or quarterly** on a fiscal year basis, and which provides the names of the investigators who incurred overtime for DEA during the invoiced period, the number of overtime hours incurred, the hourly regular and overtime rates in effect for each investigator, and the total cost for the invoiced period. Invoices must be submitted at least quarterly within 10 business days of the end of the invoiced period. **Note: Task Force Officer's overtime "shall not include any costs for benefits, such as retirement, FICA, and other expenses."**

7. In no event will the OPD charge any indirect cost rate to DEA for the administration or implementation of this agreement.

8. The OPD shall maintain on a current basis complete and accurate records and accounts of all obligations and expenditures of funds under this agreement in accordance with generally accepted accounting principles and instructions provided by DEA to facilitate on-site inspection and auditing of such records and accounts.

9. The OPD shall permit and have readily available for examination and auditing by DEA, the United States Department of Justice, the Comptroller General of the United States, and any of their duly authorized agents and representatives, any and all records, documents, accounts, invoices, receipts or expenditures relating to this agreement. The OPD shall maintain all such reports and records until all litigation, claim, audits and examinations are completed and resolved, or for a period of six (6) years after termination of this agreement, whichever is later.

10. The OPD shall comply with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, as amended, and all requirements imposed by or pursuant to the regulations of the United States Department of Justice implementing those laws, 28 C.F.R. Part 42, Subparts C, F, G, H and I.

11. The OPD agrees that an authorized officer or employee will execute and return to DEA the attached OJP Form 4061/6, Certification Regarding Lobbying; Debarment, suspension and Other Responsibility Matters; and drug-Free Workplace Requirements. The OPD acknowledges that this agreement will not take effect and no federal funds will be awarded until the completed certification is received.

12. When issuing statements, press releases requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or part with federal money, the OPD shall clearly state: (1) percentage of the total cost of the program or project which will be financed with federal money and (2) the dollar amount of federal funds for the program or project.

13. The OPD understands and agrees that HIDTA will provide the Permian Basin HIDTA Task Force Officer with vehicles suitable for surveillance. HIDTA through DEA will furnish mobile radios for installation in the HIDTA Task Force vehicles and HIDTA will assume the cost of installation and removal. HIDTA will be financially responsible for the purchase of fuel for the leased vehicles and for providing routine maintenance, i.e., oil changes, lubes and minor tune-ups via the HIDTA lease contractor. DEA and HIDTA procedures for reporting and investigating automobile accidents involving Official Government Vehicles (OGV'S)-HIDTA lease vehicles shall apply to accidents involving the leased vehicles furnished to the OPD personnel, in addition to whatever accident reporting requirements the OPD may have.

14. While on duty and acting on task force business, the OPD officer assigned to the HIDTA task force shall be subject to all DEA and federal government rules, regulations and procedures governing the use of OGV's for home to work transportation and for personal business. The HIDTA Executive Committee acknowledges that the United States is liable for the actions of task force officer, while on duty and acting within the scope of their federal employment, to the extent permitted by the Federal Torts Claim Act.

15. The term of this agreement shall be effective from the date in paragraph number one until September 30, 2021. This agreement may be terminated by either party on 30 days advance written notice. Billing for all outstanding obligations must be received by DEA within 90 days of the date of termination of this agreement. HIDTA will be responsible only for obligations incurred by OPD during the term of this agreement.

For the Drug Enforcement Administration:

_____ Date:_____

Kyle W. Williamson
Special Agent in Charge
El Paso Division

For the Odessa Police Department:

_____ Date: _____

Michael Gerke
Chief
Odessa Police Department

U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this from. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Department and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over $100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriate funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Prt 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510-

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620-

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about-

(1) The dangers of drugs abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will-

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted-

(1) Taking appropriate personnel action against such an employee, up to, and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug- free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site (s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, country, state, zip code)

1004 North Big Spring, Room 225
Midland, Texas 79701

Check ☐ if there are workplace on file that are not identified here.

Section 67, 630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check ☐ if the State has elected to complete OJP Form 4061/7.

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67; Sections 67.615 and 67.620-

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in condition any activity with the grant; and

B. If convinced of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address:

Odessa Police Department
205 N. Grant Avenue
Odessa, Texas 79761

2. Application Number and/or Project Name

Permian Basin HIDTA Task Force

3. Grantee IRS/Vendor Number

75-6000626

4. Typed Name and Title of Authorized Representative

Michael Gerke, Chief

5. Signature

6. Date

RESOLUTION NO. 2020R-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ODESSA, TEXAS, APPROVING AN AGREEMENT BETWEEN THE DRUG ENFORCEMENT AGENCY (DEA) AND THE CITY OF ODESSA POLICE DEPARTMENT (OPD) ALLOWING ONE (1) OPD OFFICER TO BE ASSIGNED TO THE PERMIAN BASIN HIGH INTENSITY DRUG TRAFFICKING (HIDTA) TASK FORCE; AUTHORIZING THE CITY MANAGER TO EXECUTE ANY DOCUMENTS NECESSARY TO IMPLEMENT THIS RESOLUTION; AND DECLARING AN EFFECTIVE DATE

WHEREAS, the U.S. Department of Justice, Drug Enforcement Administration (DEA) is authorized to enter into a cooperative agreement with the City of Odessa Police Department (OPD); and

WHEREAS, the OPD requests authorization to assign one (1) OPD officer to the Permian Basin HIDTA Task Force for a period of not less than two years; and

WHEREAS, the OPD will remain responsible for establishing the salaries and benefits, including overtime, of the OPD officer assigned to the task force and for making all payments due to them; and

WHEREAS, subject to the availability of funds, HIDTA will reimburse the OPD for overtime payments made by it to the OPD officer assigned to the Permian Basin HIDTA Task Force; and

WHEREAS, the City Council of the City of Odessa understands and agrees to the terms and conditions set forth in the agreement;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ODESSA, TEXAS:

Section 1. That a State and Local HIDTA Task Force Agreement between the Drug Enforcement Agency (DEA) and the City of Odessa Police Department (OPD) to allow one (1) OPD officer to be assigned to the Permian Basin HIDTA Task Force is hereby approved.

Section 2. That the City Manager is authorized to execute any documents necessary to implement this resolution.

Section 3. That this resolution shall be effective at the time of its adoption.

The foregoing resolution was approved and adopted on the 25th day of August, A.D., 2020, by the following vote:

Michael K. Shelton, Sr.	___
Dewey Bryant	___
Detra White	___
Tom Sprawls	___
Mari Willis	___
Peggy Dean	___
David R. Turner	___

Approved this the 25th of August, A.D., 2020.

_____
David R. Turner, Mayor

ATTEST:

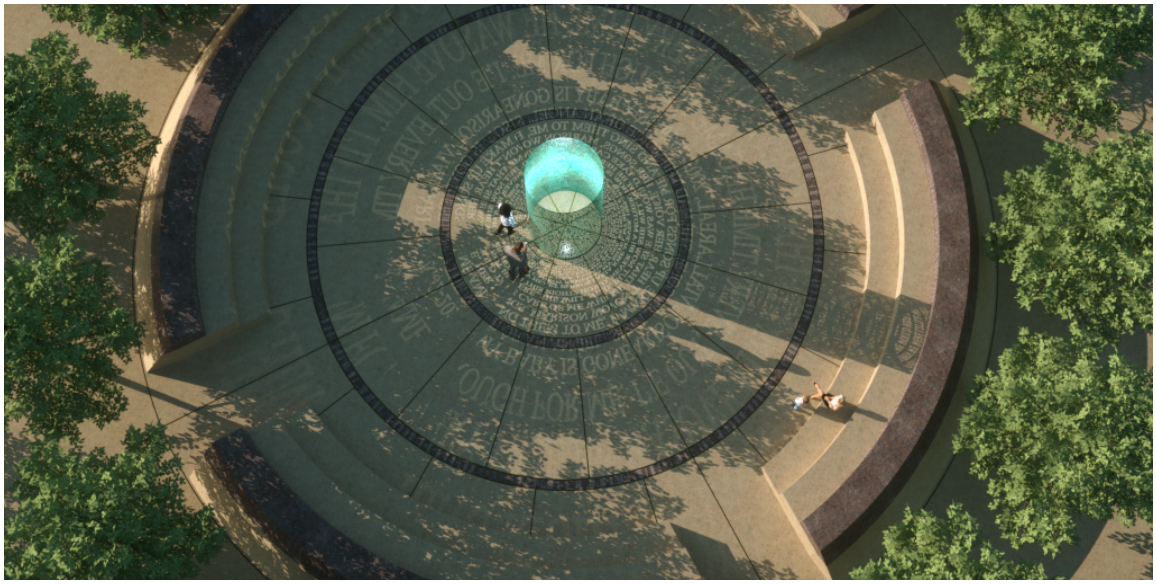
_____
Norma Aguilar-Grimaldo, City Secretary

APPROVED AS TO FORM:

_____
Natasha Brooks, City Attorney

Consider the August 31 Memorial proposal to be located at Memorial Gardens. – Randy Ham

Jim Sanborn / Public Projects
Proposal for the *Bright Stars Memorial*
Odessa Texas



Project Team

Jim Sanborn/Public Projects
Mark Basset, digital design

JIM SANBORN
Public Projects Group

Site Concept for *The Bright Stars Memorial*, Submitted by Jim Sanborn/Public Projects

Thank you for giving us this opportunity to present our ideas for the August 31st. Memorial. Our proposal aspires to create both a contemplative relaxed space and by its physical outreach, draw viewers in to remember and contemplate these tragic events.

Let's walk into the Memorial from the outside:

Approaching the large circular sloping outer form of the Memorial, we pass through a ring of thirty-two trees, each dedicated to one of the shooting victims. The main form of the Memorial consists of a sixty-foot diameter circular amphitheater divided into four segments by wide walkways. Each four-foot-tall segment will be divided horizontally into three sixteen-inch-high benches. The first two seating tiers will be cut granite slabs (or, for budgetary reasons, tinted concrete). The top tier will be a warm toned ashlar granite. On both the outer sloped surface and the inner vertical face of this top slab will be six to ten-inch-tall sandblasted texts (the text options are listed below).

The paving inside the seating quadrants will be granite with circular and radial joints (or again for budgetary considerations, smooth specialty finished concrete). Between the benches and the cylinder in the center, will be two 6-8" wide concentric red granite paving inlays, each with sandblasted text (the text options are listed below).

At the center of the Memorial stands a five-foot diameter eleven-foot-tall bronze cylinder that is perforated with text, (again the text options are listed below).
The final text will be determined by the survivors and the victims' relatives at the discretion of this advisory panel and the community.

During the day, the projection cylinder, terrace texts and inlayed paving texts will have a strong presence. The text on the cylinder may be read directly from the perforated screen, or from the paving on which the letters are projected by the sun. This perforated cylinder creates magical moiré effects as viewers walk by or circumnavigate it. In addition, visitors can read the different texts carved on the terrace faces and paving inlays.

At night the bright pinpoint light (a metaphorical Lone Star) at the center of the bronze cylinder will project the perforated texts covering the cylinder over a very wide area; the four seating terraces segments, actual people in the space, the paved ground plane and even the surrounding circular circle of trees providing a stunning backdrop for the contemplative central space. The projection cylinder will most likely be visible from across the lake and attract and draw in visitors from a great distance.

Our proposal for the Odessa Memorial is an ensemble of elements that can be readily scaled based on how the site is finally developed and the corresponding budget is structured.

We will be providing the one projection cylinder described above, including the internal lighting fixture and wiring for $200,000. The balance of funds, $100,000, is to be applied to the construction of a landscape that includes the four terraced granite seating elements, the paving, the inlays, the sandblasted texts, and the allay of trees surrounding the terraces.

A. The preliminary text selections for the top layer of the outside wall:

The dates and times of the shootings. the timing of the events
Possible quotes from the 911 dispatchers.

B. A preliminary text selection for the top layer of the inner wall:

The Second verse from *The Yellow Rose of Texas:*

Where the Rio Grande is flowing
And the starry skies are bright,
She walks along the river
In the quiet summer night.
She thinks, if I remember,
When we parted long ago,
I promised to come back again
And not to leave her so.

C. A preliminary text selection for the circular paving inlays:

The Second verse of the Texas State Song, *Texas, Our Texas*:

Texas, O Texas! Your freeborn single star,
Sends out its radiance to nations near and far.
Emblem of freedom! It sets our hearts aglow,
With thoughts of San Jacinto and glorious Alamo.

D. The preliminary text selections for the bronze cylinder:

Wrapping around the top portion of the cylinder will be a listing of the life dates, names and quotes from friends and relatives of the deceased shooting victims (please see the attached layout). A continuation of these friends and relatives quotes may be continued on a plaque mounted adjacent to the memorial. Beneath these deceased victims names dates and quotes will be a similar yet abbreviated section listing similar information for the wounded victims. Please understand that this arrangement is not fixed and will be arrived at with the approval of this panel and the community. Thank you again for this opportunity to present our design,

Sincerely,
Jim Sanborn/Public Projects

This is a sample text panel: there will be 16 of these panels on the cylinder offering 32 names, dates and quotes

MARIA JOSE ACEVES, 1989-2019: “MY HEART IS BROKEN. MAJO WAS MY SISTER, MY BEST FRIEND. I CANNOT REMEMBER LIFE WITHOUT HER. WE DID EVERYTHING TOGETHER. EVERYTHING. WHEN WE WERE LITTLE WE WOULD SHARE ICE CREAM CONES. AND WE WOULD RIDE IN THE FRONT OF OUR TIO’S TRUCK. BECAUSE THAT’S THE WAY WE WERE... ALWAYS TOGETHER... NOW IT’S LIKE A PART OF ME IS MISSING. WHO WILL I CALL WHEN...

JONATHAN EVEREST BELDING, 1976-2019: “JOHN WAS SUCH AN AMAZING MAN. SUCH A GOOD FATHER, A GOOD HUSBAND, AN AMAZING PERSON. HE WAS ALWAYS HELPING PEOPLE, TAKING MEALS TO SICK PEOPLE FROM CHURCH, VOLUNTEERING. AND HE LOVED THOSE BOYS, LOVED GOING CAMPING WITH THEM, READING THEM BEDTIME STORIES AND TAKING THEM TO THE MOVIES. I JUST DON’T KNOW WHAT THEY ARE GOING TO DO...

JIM SANBORN
Public Projects Group

Budget Outline for a Single Projection Cylinder for Odessa Texas, Submitted by Jim Sanborn/Public Projects

1. Research 60 hrs @ $30 per hour 1,800
Sanborn Studio

2. Typesetting 4,500
General Imaging Inc., 411 NY. Ave.,
N.W., Washington DC. 20002

3. Bronze sheet, 8 pcs 48”x 96”x1/8” 37,000
Rotax metals, Brooklyn, NY

4. Water jet cutting of texts 58,000
Minnesota Waterjet
Ramsey, MN

5. Metal rolling 4,000
L3 Titon, Lexington Park MD or Eddy and Stambaugh Inc.,
Baltimore, MD 21230

6. Fasteners 1,500
C.S. Metals or Fastenal Inc.

7. Fabrication expenses 7,000
Sanborn Studio

8. Bronze patina surfacing
Sanborn Studio 3,500

9. Lighting unit..... 1,900
One 150W Metal Halide
Thorn Ltd. and Sanborn Studio

10. Contractor labor 4,000
Sanborn Studio

11. Shipping, Minnesota Waterjet to Maryland studio 4,000
Consolidated Freightways

12. Shipping, Maryland studio to Odessa 3,600
Artex

13. Installation in Odessa 5,200
Labor and expenses

14. Electrical wiring from the stub out to light unit 1,600
Local electrician or Sanborn Studios

15. Misc. expenses 2,900

16. Travel and lodging 5,000

17. Insurance 2,500

18. Engineering services.....2,000

19. Granite base (if required)
Stonetrade Inc. Providence RI.....4,000

20. Artist's fee 46,000

Total.....$200,000

The 150 Watt metal halide electronic ballast requires 150 watts of either 277, 240 or 120 volts. This power can come from area lighting lines that are timed or photo celled. In previous installations the timed feed wires have either been under the paving or have been routed through sawed out joints in the existing paving. The stubbed out lengths of service wires should be in plastic conduit that extends 4" above grade and the wires 12-14" above grade at the center of the cylinder location.
The paving extending out 36 inches in all directions from the conduit center point should be as level as possible (to allow the cylinder to be level.)

JIM SANBORN
Public Projects Group

Jim Sanborn, Fabrication Details and Timeline for Odessa Texas

The Cylinder Fabrication:

The water jet cut curved sheets of the 11' tall bronze projection cylinder are fastened together with countersunk silicon bronze screws and the cylinder is firmly fastened to the paving and or slab at four points. Four 1"x1/4"x 8" long bronze bars are epoxied into the paving and slab at these points. The tops of these bars located inside the cylinder are fastened to the cylinder with four 1/4" x 1" long stainless steel countersunk screws with Locktite adhesive. Access to the interior electrical fixture is from the top of the cylinder or from a hidden door in the side of the cylinder base.

The lighting unit designed and built at Sanborn Studios is powered by a 150 watt or a 70 watt, single end, metal halide arc lamp. The voltage required can be 110, 220 or 277 volts, at 70-150 Watts. The bulbs last on average two years.

The Timeline:

We have built twenty two Projection Cylinders similar to this one in as little as six months for one, but we prefer one per one year, from research (which in this case will be very sensitive) to on site installation. We cannot predict how long the entire site, including seating, will take to construct since our funds will be contributed to your funds for constructing the whole landscape plan. And we do not know your funding process for, in your words, a multi-year project.

Jim Sanborn **Website: JIMSANBORN.NET**

Selected Exhibitions

2020 Lafayette College Art Museum, PA
2018 The Katzen Art Museum, WDC
2015 Washington Project tor the Arts, WDC
2013 The Kreeger Museum, WDC
2013 Center for Contemporary Art, NM
2011 The Nevada Museum of Art, NV
2010 Museum of Contemporary Art Denver
2009 The Crawford Museum, Cork, Ireland
2006 Palm Springs Art Museum, CA
2006 Kreeger Museum, WDC
2004 The Gwangju Biennale,Korea
2004 Colgate University, Hamilton, NY
2003 Corcoran Museum of Art, WDC
2002 Contemporary Museum, Baltimore, MD
2001 The Scottsdale Museum of Fine Arts, AZ
1999 Southeast Museum of Photography, FL
1999 The Nevada Museum of Art, NV
1997 The Neuberger Museum, NY
1994 The High Museum, Atlanta, GA
1993 The Orlando Museum, FL
1992 The Corcoran Gallery of Art, WDC
1992 The Phillips Collection, WDC
1988 Virginia Museum of Fine Arts, VA
1988 L.A. County Museum of Art, LA
1987 Southeastern Center of Contemporary Art
1985 The Corcoran Gallery of Art, WDC
1985 Hirshhorn Museum, WDC
1983 Virginia Museum of Fine Arts, VA

Awards And Grants

Bader Fund Grant
Kreeger Museum Fellowship
Virginia Commission on The Arts Grant (2)
Virginia Museum Fellowship
Awards in The Visual Arts Grant
Maryland Arts Council Grant (2)
Art Matters Inc. Grant
Pollack Krasner Foundation Grant
National Endowment for The Arts Fellowship (2)
Louis Comfort Tiffany Foundation Grant

Selected Public Collections

The American University, WDC
The Hirshhorn Museum, WDC
The Corcoran Gallery of Art
Central Connecticut State University
University of North Carolina Charlotte
Internal Revenue Service, WVA
Cleveland State University, Law School
Southern Maryland Federal Courthouse
The Central Intelligence Agency
The City of Baltimore
The Maryland Mass Transit Administration
The National Endowment for The Arts
Tampa Museum of Art
Southeast Museum of Photography
The City of Ft. Myers, FL
Washington DC Convention Center
University of Iowa
Louisiana State University
University of California San Francisco
The Palm Springs Art Museum
The US Embassy, Islamabad Pakistan
The City of Denver CO
The Museum of Nuclear Science and History
National Museum of American Art
University of Connecticut State
U.S. Federal Courthouse Little Rock
Cleveland State University, College of Business
Massachusetts Institute of Technology
Kaohsiung Museum of Fine Arts, Taiwan
National Oceanic and Atmospheric Administration
The City of Charleston WV
Arlington County Virginia
Kawasaki International Peace Park, Japan
The City of Washington DC
Nevada Museum of Art, Reno, NV
Coral Springs Public Library
University of Houston
Rocky Hill Veterans Home
Thomas Jefferson University
The Memorial Art Gallery, University of Rochester
The National Academy of Sciences
The US Embassy Dublin Ireland

Selected Press

2020 *NY Times*, January 20
2020 "All Things Considered" NPR
2014 *NY Times*, Nov 20, Front Page
2014 "All Things Considered" NPR
2011 *The Washington Post*, June 10
2010 *NY Times*, Nov 21, Front Page

Mark Bassett Summary

Website: http://www.markbassett.digital/resume-summary

Award winning design architect well versed in all aspects of technology management for architectural services delivery.

Professional Awards

American Society of Landscape Architects Honor Award, Liberty State Park NJ Landscape Design
Pennsylvania Society of Architects Design Award, Liberty State Park NJ Landscape Design
American Institute of Architects DC Chapter Honor Award, Myriad Gardens, Oklahoma City OK
American Institute of Architects VA Honor Award, Myriad Gardens, Oklahoma City OK
American Institute of Architects Houston Chapter Design Award, Myriad Gardens, Oklahoma City OK
Urban Land Institute International Open Space Award, Myriad Gardens, Oklahoma City OK
Award for Painting, New Zealand Academy of Fine Arts, 1981
Elected Artist Member of New Zealand Academy of Fine Arts, 1981

Certifications and Memberships

Registered Architect, Pennsylvania. Past Membership in AIA. LEED AP BD+C
Artist Member of the New Zealand Academy of Fine Arts

Speaking Engagements

A Dynamo tool for environmentally responsive facades
Co-presenter, RTC Asia, Mar 2017

Designing for User Experience
Presenter, Design Thinking Summit, San Francisco CA, Oct 2015

The Future of Architectural Visualization
AIA Washington DC Chapter, Washington DC, Mar 2015

Building Information Modeling for Environmental Performance
Ecobuild, Washington DC, Nov 2009

Making a Case for Building Performance Modeling in Early Design
How various energy analyses conducted in the schematic design phase influence building form and mechanical systems: Build Boston, Boston MA, Oct 2009

The Digital Design Firm. New toolkits for Design Innovation
Autodesk University, Dec 2008

Transforming the Process, From Inception to Execution
Interior Design's Design Exchange, New York, NY, May 2008

Moving Architectural Practices to New Technology
São Paulo International Biennial for Architecture and Design, Nov 2005

Moving Architectural Practices to New Technology
National Building Museum, Washington DC, Feb 2005

JIM SANBORN
Public Projects Group

Public Project References for the Jim Sanborn Public Projects Group

1. The Memorial Art Gallery, University of Rochester
Jonathan P. Binstock, Ph.D, Director
585.276.8902
http://mag.rochester.edu/
(The person responsible for *Argentum* in front of The Memorial Art Gallery, 2017)

2. Jerrold L. Glick, Columbia Group LLLP
1600 Wynkoop Street, Suite 200
Denver, CO 80202-1157
Tel: 303-623-1221
jlglick@cgllc.net
(The person responsible for *Meridian* in front of Denver Union Station, 2016)

3. JBG Smith, Kai Reynolds
4747 Bethesda Avenue, Suite 200
Bethesda, MD 20814
kreynolds@jbg.com
(240) 333-3600
(The developer for *Piedemonte* at North Bethesda Market, 2012)

CITY OF ODESSA CITY COUNCIL AGENDA ITEM		
Meeting Date:	08/25/2020	Item Type:
Contact:	Cindy Muncy	Regular Hearing
Department:	City Manager's Office	
Finance Committee Review? Yes		
CAPTION		
Open Public Hearing for Fiscal Year 2020-2021 budget.		
SUMMARY OF ITEM		
Sections 102.006 and 102.007 of the Local Government Code require that the City Council conduct a public hearing on the budget prior to its approval on September 8, 2020. A copy of the proposed budget was filed with the City Secretary on August 10, 2020		
FISCAL IMPACT? No		
Comments:		
Supporting Documents:		Other Departments, Boards, Commissions or Agencies:
02 Budget Summary 2020-21.pdf		

BUDGET SUMMARY

ALL FUNDS 2020-21

Financing Sources:	Total All Funds
Beginning Fund Balance	$209,574,837
Less Required Reserves	25,384,937
Available Fund Balance	$184,189,900
CURRENT REVENUES:	
Property Tax	47,118,956
Sales Tax	36,000,000
Franchise/Gross Receipts	6,975,000
Other Operating Revenues	46,355,500
Water and Sewer	54,956,200
Rental Revenue	21,071,817
Interest Income	823,000
Intergovernmental	2,350,903
Other Revenue	20,912,479
Administrative Transfers	-
General Fund	420,000
Water/Sewer	2,891,210
Equipment Service	363,746
Risk Management	497,452
Solid Waste	620,136
Stormwater	52,740
Liquid Waste	2,858
Hotel-Motel	26,559
Odessa Development Corp.	205,349
Total Current Revenues	$241,643,906
Total Financing Sources	$425,833,806
CURRENT EXPENDITURES:	
Personal Services	$87,594,606
Supplies	25,981,069
Services	37,486,995
Maintenance	16,859,719
Capital Outlay	3,542,470
Other Requirements	23,832,994
Debt Service/Lease	19,364,775
Insurance Requirements	8,898,856
Outside Agencies	3,645,817
Transfers Out	638,479
Salary Survey Projection	4,500,000
Total Current Expenditures	$232,345,780
Capital Outlay-Replacement	3,976,525
Total Expenditures	$236,322,305
Ending Available Balance	$189,511,501
Plus Required Reserves	25,384,937
Ending Fund Balance	$214,896,438

CITY OF ODESSA
CITY COUNCIL AGENDA ITEM

Meeting Date:	08/25/2020	Item Type:
Contact:	Robert Carroll	Regular Resolution
Department:	City Attorney's Office	

Finance Committee Review? Yes

CAPTION

Consider approval of the General Development Plan of the Odessa Development Corporation for FY 2020-2021. (Resolution)

SUMMARY OF ITEM

Pursuant to the Bylaws of the Odessa Development Corporation, the Board shall annually research, develop, prepare, and submit to the City Council for its approval, an economic development plan ("General Development Plan" or "Plan") for the City, which shall include proposed methods and the expected costs of implementation. The Plan shall include both short-term and long-term goals for the economic development of the City, proposed methods for the elimination of unemployment and underemployment, and the promotion of employment, through the expansion and development of a sound industrial and manufacturing base for and within the City. The Plan shall not be effective until the same has been approved by the Odessa City Council.

The ODC Board approved the Plan during their regular meeting on August 13, 2020.

FISCAL IMPACT? No

Comments:

Supporting Documents:	Other Departments, Boards, Commissions or Agencies:
5r-114 ODC Gen Dev Plan FY 2020-2021.pdf General Development Plan FY 2020-2021 FINAL.pdf	

RESOLUTION NO. 2020R-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ODESSA, TEXAS, APPROVING THE GENERAL DEVELOPMENT PLAN OF THE ODESSA DEVELOPMENT CORPORATION FOR THE FISCAL YEAR 2020-2021; APPROVING THE FINDINGS OF FACT; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, pursuant to the Bylaws of the Odessa Development Corporation, the Board shall annually research, develop, prepare, and submit to the City Council for its approval, an economic development plan ("General Development Plan" or "Plan") for the City, which shall include proposed methods and the expected costs of implementation; and

WHEREAS, the Plan shall include both short-term and long-term goals for the economic development of the City, proposed methods for the elimination of unemployment and underemployment, and the promotion of employment, through the expansion and development of a sound industrial and manufacturing base for and within the City; and

WHEREAS, the Plan shall not be effective until the same has been approved by the Odessa City Council; and

WHEREAS, the ODC Board approved the attached Plan during their regular meeting on August 13, 2020;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ODESSA, TEXAS:

Section 1. That the statements of fact in the Preamble are found to be true and correct and are approved as findings.

Section 2. That the General Development Plan of the Odessa Development Corporation for the fiscal year 2020-2021, attached hereto as Exhibit A, is hereby approved.

Section 3. That this resolution shall be effective at the time of its adoption.

The foregoing resolution was approved and adopted on the 25th day of August, A.D., 2020, by the following vote:

Michael K. Shelton, Sr.	___
Dewey Bryant	___
Detra White	___
Tom Sprawls	___
Mari Willis	___
Peggy Dean	___
David R. Turner	___

Approved this the 25th of August, A.D., 2020.

_____
David R. Turner, Mayor

ATTEST:

_____
Norma Aguilar-Grimaldo, City Secretary

APPROVED AS TO FORM:

_____
Natasha Brooks, City Attorney

ODESSA DEVELOPMENT CORPORATION
GENERAL DEVELOPMENT PLAN
FY – 2020-2021

Forward

The Odessa Development Corporation is required by the Bylaws of Odessa Development Corporation to adopt, on an annual basis, a General Development Plan for the Corporation and to submit the Plan to the City Council for its approval prior to submission of the annual budget. This document has been prepared to satisfy that requirement. The State Development Corporation Act of 1979 governs Odessa's Type A Sales Tax. Type A allows for supporting economic development projects to promote new and expanded industrial and manufacturing activities in our city.

GENERAL DEVELOPMENT PLAN

VISION:

"Odessa is a city of opportunity. By diversifying and expanding its economy, Odessa will provide opportunities for employment and the best possible quality of life for all of its citizens."

PURPOSE:

Article Four of the Articles of Incorporation of the Odessa Development Corporation indicates that, "the purpose of the Corporation is to promote and develop industrial and manufacturing enterprises in order to eliminate unemployment and underemployment, and to promote and encourage employment and the public welfare of, for, and on behalf of the City, and to do any and all projects authorized by Section 4A of Article 5190.6, Tex. Rev. Stat. Ann."

MISSION:

On March 24, 1998, City Council drafted a Mission for Odessa Development Corporation.
The Mission is to:

Create new jobs;

- Grow the tax base;
- Promote business activity and expand business compatible with Odessa;
- Diversify the economy; and
- Help build a skilled and educated work force

2020-2021 Strategic Planning Goals:

- Assist in public/private coordinated effort to find solutions to construction of workforce housing
- Explore other/additional incentives for business/industrial projects located throughout the community
- Explore other/additional incentives for downtown projects
- Utilize all forms of social media and traditional media for creative marketing
- Work collaboratively with Odessa College, UTPB, and TTU-HSC
- Work collaboratively with downtown groups and agencies
- Intentionally establish global marketplace marketing

2020-2021 Target Industries: These industries are from the 2017 Target Industry Analysis conducted by the research firm, The Perryman Group. The code numbers are North American Industry Classification System (NAICS) Sector numbers required for ODC Funding.

Perryman's Target Industries for the Odessa Area
NAICS Codes

Oil and Gas Support Sectors
21- Mining, Quarrying and Oil & Gas Extraction
213112- Support Activities for Oil & Gas operation

31-33 Manufacturing
Renewable Energy Manufacturing and Support
Machinery Manufacturing
Chemical Manufacturing
Environmental Equipment
Metal Fabrication
Including but not limited to;
33313- Mining and Oil and Gas Field Machine Manufacturing
332710-Maching Shops
33299- All other Fabricated Metal Product Manufacturing
3251- Basic Chemical Manufacturing
3323- Architectural and Structural Metal Manufacturing

Aircraft Maintenance and Parts
3364- Aerospace Products and Parts
336411- Aircraft Manufacturing
336413- Other Aircraft Parts and Auxiliary Equipment Manufacturing

62-Health Care
Health Care Delivery

42- Wholesale Trade
Medical Devices and Equipment

48-49 Transportation and Warehousing
Distribution
Warehousing
Transportation Support Service

51- Information

Data Processing

Economic Development Strategy in the Odessa-Ector County Area

Target Industries for the Odessa Area	
Industry	**Local Multiplier**
Oil and Gas Support Sectors	3.26
Renewable Energy Manufacturing and Support	2.98
Environmental Equipment	2.92
Health Care Delivery	2.36
Medical Devices and Equipment	3.04
Distribution	3.07
Warehousing	2.88
Machinery Manufacturing	3.25
Chemical Manufacturing	7.59
Aircraft Maintenance and Parts	3.20
Data Processing	2.66
Metal Fabrication	2.75
Transportation Support Services	2.86
Source: The Perryman Group	

NON-DISCRIMINATION POLICY

The ODC is an equal opportunity lender and does not discriminate, and will take affirmative action measures to ensure against discrimination, in any of its activities or operations with regard to race, color, gender, national origin (ancestry), age, religion, creed, marital status, military status or veteran status, sexual orientation, gender identity or gender expression or disability (provided that the applicant has the capacity to enter into a binding contract.)

These activities include, but are not limited to, providing financing assistance to qualified applicants through grants, direct loans, loan guarantees and participation with local lenders or through other incentives. We are committed to providing an inclusive and welcoming environment for all applicants.

A. EXISTING MULTI-YEAR ECONOMIC DEVELOPMENT GRANT AGREEMENTS

The Odessa Development Corporation from time-to-time enters into multi-year agreements with certain entities which help fulfill the purpose of the Corporation, which is to promote and develop industrial and manufacturing enterprises in order to eliminate unemployment and underemployment, and to promote and encourage employment and the public welfare of, for, and on behalf of the City, and to do any and all projects authorized by Section 4A of Article 5190.6, Tex. Rev. Stat. Ann."

The entities with which the Odessa Development Corporation currently has multi-year economic development grant agreements are as follows:

- West Texas Food Bank
- FMC Technologies, Inc.
- Select Energy Services
- UTPB – Second training facilities grant
- Glazer's Beer and Beverage of Texas, LLC
- Odessa College – Second training grant
- City of Odessa
- Downing Wellhead Equipment, LLC
- Rack Industries, LLC
- Kaige Equipment LLC

Information including the type of agreement, term of the agreement, grant amount, effective date, and annual payment are more fully laid out in Exhibit A, attached hereto.

EXHIBIT "A"

Company:	Type:	Grant Amt.	Effective Date:	Term:	Annual Payment:
West Texas Food Bank	Eco Dev	$735,000 $1,116,150	6/6/2014 Amended 3/9/2017 Amended 5/18/2020 Completion date: 5/18/2025 **2026 is last report**	5 years beginning in 2020	$147,000 through 2021 $558,075 was paid in advance
FMC Technologies Inc.	Eco Dev	$381,992.00	2/18/2016 Completion date: 01/01/2017 **2022 is last report**	5 years beginning in 2017	$76,398.40
Select Energy Services	Eco Dev	$91,871.00	9/30/2016 **2023 is last report**	5 years beginning in 2018	$18,374.20
UTPB-Second Training Facilities Grant	Eco Dev	$7,500,000	4/19/2017 Commencement date: Fall 2017 **2022 is last report**	5 years beginning in 2017	$1,500,000
Glazer's Beer and Beverage of Texas, LLC	Eco Dev	$1,134,991	8/31/2017 Completion date: 08/31/2018 **2023 is last report**	5 years beginning in Sept. 2018	$226,998.20
Odessa College – Second Training Grant	Eco Dev	$8,000,000	9/8/2017 Commencement date: Fall 2017 **2020 is last report**	3 years paid in 6 month increments beginning in 2017	$1,000,000 (2020)
Downing Wellhead Equipment, LLC	Eco Dev	$1,640,000	1/16/2020	5 years	$328,000.00
Rack Industries, LLC	Eco Dev	$2,757,924	2/10/2020	5 years	$551,584,80
Kaige Equipment, LLC	Eco Dev	$318,000	4/15/2020	5 years	$63,600.00

B. EXISTING DOWNTOWN ECONOMIC DEVELOPMENT GRANT AGREEMENTS

Company:	Type:	Grant Amt.	Effective Date:	Term:	Annual Payment:
Ambler Law	Downtown Infrastructure	$45,817.83	3/10/2020	1 year	N/A
Ambler Law	Downtown Façade	$25,000.00	3/9/2020	1 year	N/A
Original Town Office Bldg., Inc.	Downtown Façade	$25,000.00	3/9/2020	1 year	N/A
Karla Flores	Downtown Façade	$25,000.00	6/16/2020	1 year	N/A

C. EXISTING TXDOT INFRASTRUCTURE PROJECTS – $11.5 MILLION

ODC RESOLUTION NO. ODC-2017R-31

COUNCIL RESOLUTION NO. 2017R-117

Project cost:	Project description:	Approved for funding:
$2,000,000	RC-42d Overpass Yukon and Loop 338	RES NO 2019R-57 June 23, 2020
$2,000,000	RC-15b Overpass Faudree and IH20	RES NO 2019R-78 Sep. 24, 2020
$2,000,000	RC-09 Hwy 385 and South Loop 338	
$2,000,000	RC-15a BI-20 and Faudree	
$2,000,000	RC-131 West Loop 338 and 8th Street	
$500,000	RC-13 56/52nd and Loop 338	
$500,000	RC-133 Faudree - SH191 to Yukon Rd.	
$500,000	RC-21 US385 at Loop 338 N	

D. WORKFORCE HOUSING INFRASTRUCTURE INCENTIVE PROGRAM $5 MILLION

In 2019, ODC voted by Resolution No. ODC-2019R-1 dated March 14k, 2019, to request that the Odessa City Council approve the ODC Board setting aside $5,000,000.00 of undesignated/unassigned ODC fund to be available for entities who present a project that meets whatever guidelines the ODC Board ultimately approved for such housing related projects. The City Council on April 9, 2019, approved setting aside $5M for this project.

On July 29, 2019, by Resolution No. 2019R-55, the City Council approved the following guidelines:

Odessa Development Corporation
Section 501.103 Infrastructure Incentive Related to
Workforce Housing Program Guidelines

In accordance with Resolution No. ODC-2019R-01, which was passed by the ODC Board on March 14, 2019, the ODC designates funds in the amount of up to $5,000,000 for incentive grants to be used towards certain infrastructure projects necessary to promote or develop new or expanded business enterprises within the Ector County City limits. The Section 501.103 Infrastructure Incentive Program Guidelines shall only be in effect for the time period until the designated and appropriated funds are exhausted.

Section 501.103 of the Local Government Code states that an authorized use of Type A funds is for "certain targeted infrastructure projects necessary to promote or develop new or expanded business enterprises, limited to streets and roads, rail spurs, water and sewer utilities, and electric utilities, gas utilities, drainage, site improvements, and related improvements.

General Requirements:

1. It is considered to be a priority that ODC funds comply with statutory requirements and be used in the most cost-effective way possible. To that end, it is necessary to consider the value of the project to the area.

2. These guidelines are subject to amendment at the discretion of the ODC Board and City Council. There is no intention to vest any applicant with a right to any incentive developed by these guidelines.

3. All applicants must be found eligible for funds pursuant to Section 501.103 of the Local Government Code, governing the use of Type A funds for certain targeted infrastructure.

Requirements and Process for Application of Funds:

1. Applicants for infrastructure incentives (or funds) must submit a completed application requesting funds to the ODC Compliance Committee, along with building and infrastructure plans and specifications for the proposed investment. Approval for payment of incentives for infrastructure is conditioned upon a post-construction inspection and appraisal process described herein.

2. Each application will be evaluated on an individual basis. It is within the ODC's sole discretion to determine the amount of the incentives for infrastructure, if any.

3. Applicants for a grant must construct a site-built single family, duplex, or multi-family or apartment complex that complies with applicable City of Odessa Building Codes and ordinances, subject to exclusions of the program as described herein.

a. Any single-family home with a minimum of 3 bedroom/2 bath and a certified appraised value of $130,000.00 up to $225,000.00 may qualify for a grant according to the Section 501.103 Infrastructure Benefit Matrix Guidelines.

b. Multi-family construction will be evaluated separately on a sliding scale based on fair market rent rates.

4. Incentives are payable from ODC for certain infrastructure investments made by Applicant after completion of construction, receipt of a certified appraisal and final inspection by city inspection officials and/or a certificate or temporary certificate of occupancy. Upon the final inspection by city officials and/or the issuance of a certificate or temporary certificate of occupancy, the City finance department shall issue payment to Applicant.

Additional Incentives: (applicant may only qualify for one (1) additional incentive)

1. Businesses that are certified as Historically Underutilized Business (HUB) will receive an additional incentive of $1,500.00.

2. Development in designated City Target Areas will receive an additional incentive of $1,500.00. (Please see the attached map used by the City identifying the CDBG Target areas.)

Exclusions:

1. No funding shall be considered if the project is eligible to receive funds from any other federal or state funding source or matching grants.

2. No funding shall be considered for manufactured housing.

3. Unless the dwelling is an apartment complex and prior disclosure was provided to the ODC for approval, no funding will be given to any applicant seeking to construct his/her own dwelling. This exclusion also applies to officers and directors of closely held businesses, when the business is the entity submitting the application for funds or the construction.

4. No funding shall be given for construction of buildings intended for occupancy by a business. ODC may consider apartment complexes that will also house a business office or retail establishment as a part of the complex or substantial investment.

Section 501.103 Infrastructure Benefit Matrix:

1. For Single-Family Housing infrastructure, ODC shall provide the Applicant with the following type of incentive, in the designated amount, after Applicants provides proof of compliance with the conditions set forth in a subsequent agreement:

   a. The minimum investment for a single-family home to qualify for a grant under the Section 501.103 Infrastructure Benefit Matrix is $130,000.00.

   b. If located within Odessa City limits, ODC shall make payable to Applicant a grant to reimburse Applicant for infrastructure costs as defined herein.

   c. If located outside of city limits, within Ector County, the Section 501.103 Infrastructure Benefit Matrix Grant shall be calculated as if in the city limits and reduced by 50%.

   d. In city limits: $200,000 X 4.92% tax rate = $9,840 (example only)

      Outside city limits: $200,000 X 2.46% tax rate = $4,920 (example only)

2. For Multi-Family Housing infrastructure, ODC shall provide the Applicant with the following type of incentive, in the designated amount, after Applicants provides proof of compliance with the conditions set forth in a subsequent agreement:

   a. If located in Odessa City limits, the Multi-Family Housing Benefit shall be determined by a sliding scale of projected rental rates as a percentage of fair market rental rates.

   b. If the project is located outside of city limits, the infrastructure incentive payment shall be calculated as if in the city limits and reduced by up to 50%.

   c. Rental Rate = 75% of fair market rate, Benefit = 5% of investment

      Rental Rate = 80% of fair market rate, Benefit = 4% of investment

      Rental Rate = 85% of fair market rate, Benefit = 3% of investment

ODC will evaluate each application submitted and at its sole discretion will grant or deny funding in accordance with its purpose to achieve housing to support creation and/or retention of primary jobs within the City of Odessa, and Ector County.

E. 2020-2021 Economic Development - EDD-OCC

Economic Development Department-Odessa Chamber of Commerce

Objective: The Economic Development Department of the Odessa Chamber of Commerce has been and will continue to be the main source for Economic Development services in Odessa, Texas. Even prior to the inception of the Odessa Development Corporation, the Chamber has provided the staff and expertise for Economic Development in our community for more than eight decades.

Mission:

- Develop, organize, and administer the comprehensive Economic Development program of the ODC
- Increase the number of jobs and realize economic benefits for the City through expansion and diversification of the economic base
- Coordinate new or expanded manufacturing and industrial facilities
- Bring in research and development facilities, recycling facilities, defense industry firms, renewable energy, healthcare-related businesses and services, logistics consulting, distribution centers, warehouse facilities, and other activities authorized under the Economic Development Act
- Promote the City of Odessa as a Regional Business Center

Goals:

<u>In relation to the ODC's Compliance Committee</u>:

- Be the lead entity for economic development in and for Odessa, Texas providing measurable results of job creation and capital investment by building upon the strength of the volunteer network, professional staff, expertise in the industry, as well as networking and relationship building locally, nationally, and internationally to meet the demand of challenges and continue to spread the word that "Odessa is Open for Business"
- With the help of marketing partners, promote Odessa as the location for manufacturing and other business activities; and provide the structure for support and coordination of all economic development efforts in Odessa
- Work with all available partners to provide entrepreneurs and small businesses with counsel and support
- Make appropriate referrals of applications for new and existing businesses based on the Jobs Creation Matrix or the Investment Benefit Matrix
- Communicate with Compliance Committee members as to meeting dates
- Provide meeting venue for Compliance Committee
- Coordinate with City Attorney office for necessary documents for applications
- Record and maintain minutes of all meetings
- Maintain all records of the Compliance Committee
- Coordinate with City Attorney and City Secretary for documents to be considered by ODC and City Council
- Annually evaluate Odessa's incentive and financing programs as compared with competitive cities
- Recommend revisions to ODC and the City Council to improve competitiveness in attracting business and expanding existing businesses

<u>Perform the following Economic Development functions</u>:

- Provide ongoing recruitment of primary employers, expansions, and capital investment into Odessa
- Promote awareness of, and distribute, information on incentives including job creation and capital investment grants, workforce availability and training capabilities

- Continue an aggressive local business retention and expansion program through coordinated visits and interviews with local businesses to learn about changes in their operations and help them strengthen their Odessa operations; address concerns and challenges to doing business in Odessa and provide support throughout any necessary process for expansion; and work with all available partners to provide entrepreneurs and small businesses with counsel and support
- Provide coordination of International Trade which will include all markets outside of Texas and the United States. Through relationships in these markets and relevant consultant contacts:
    - Provide training in exporting through active membership in District Export Council. The Economic Development Specialist is a member of the District Export Council, providing training in exporting
    - Provide on average 60 Certificates of Origin per year for local business exports from Odessa manufacturers. Prospect development includes ALL prospects regardless of the country of origin.
    - If there is a fit with the Odessa market, work to build on that and develop the business as it suits the economy.
- Work with the Texas Economic Development Council, Team Texas, The High Ground of Texas, and the Governor's office of Economic Development to develop Odessa as the Business center in our region
- Work with the Odessa Black Chamber of Commerce and the Odessa Hispanic Chamber of Commerce
- In cooperation with the City Manager's Office and City Attorney's Office present tax abatement(s) requests to local taxing entities
- Improve cooperation and coordination to expand efforts in the city, county, and region, particularly in the area of infrastructure planning and development
- On behalf of ODC, coordinate the bi-monthly meetings of the Odessa Partnership
- Maintain the system for collection of basic economic and community data

<u>Coordinate and work cooperatively with other ODC contractors as follows</u>:

- Work with, and make appropriate referrals to, the UTPB-America's SBDC to provide professional counsel and support to entrepreneurs and small businesses
- Promote and market the resources of UT-Permian Basin, Odessa College, and Texas Tech University-Health Sciences Center to develop a skilled, educated, and motivated labor force
- Work in cooperation with and support the efforts of MOTRAN
- Work with CVA Advertising to administer the ODC's comprehensive marking program

F. 2020-2021 Economic Development - Odessa Hispanic Chamber of Commerce

Objective: To administer and promote a program in an effort to encourage the development of entrepreneurship that will create and retain jobs and accelerate the readiness of people to take on the key leadership challenges of the future.

Mission:
Assist the Odessa Development Corporation (ODC) in its economic development efforts by partnering with Odessa Chamber of Commerce (OCC) to compliment and interface with the services provided by OCC in order that ODC may take full advantage of the resources available to the economic development opportunities in the community.

Assist ODC and partner with OCC in the creation of a leadership program to prepare people to take on the key leadership challenges of the future.

Goals:
- Assist local and new small businesses in the preparation of small business loan packages.
- Provide one-on-one counseling to local small business operators in an effort to maximize the success of those businesses.
- Conduct seminars to assist start-up small business and provide printed reference materials specifically pertinent in addressing business startup issues.
- Through the OHCC LISTO program, invest in leadership development and training opportunities to address the current and future needs of Odessa by forming partnerships with an accepted plan of action.
- Assist business owners in the preparation of grant requests to ODC.

Additional OHCC Activities:

- Actively pursue the expansion of its current membership and corporate partnerships.
- Pursue workforce development initiatives in an effort to improve the quality of our local workforce by reaching out to Odessa College, the Ector County Independent School District, the Permian Basin Workforce Development Board and the University of Texas Permian Basin.
- Introduce the R.I.S.E.(Raising, Inspiring, Successful Entrepreneur) program.
  - Help adults and children learn life skills that will help them prepare for the 21st Century
  - Help adults and children learn how to solve problems
  - Help adults and children learn how to resolve conflict
  - Help adults and children learn how to manage risk
  - Help adults and children learn how to be more optimistic
- Provide N95 masks to local small businesses to further impede the COVID infection rate.

G. 2020-2021 Economic Development - Odessa Black Chamber of Commerce

Objective: To assist any and every one in our community that has the desire to go into business by offering general business training, assisting with obtaining financial assistance, maintaining a business, and developing the ins and outs of operating a business.

Goals:

- Help grow Odessa, Ector County, and our Basin
- Act as a conduit for the ODC by bringing in an untapped source of businesses from a community that has not been trained or informed on how to pursue finances, and or training on how to pursue a business
- Conduct workshops on every aspect of business start-up by assisting in the planning, financing, training, and the maintaining of any new or existing businesses that would like to take advantage of any business proposals offered through the BCCPB, or the ODC
- Redirect efforts to the growth of small businesses in all underserved areas throughout our community, that would like to have an opportunity to take advantage of any, and all BCCPB, or ODC business proposals.
- Help, support, mentor, and assist in the training, of any and all businesses that are being direct to the ODC for funding
- Enhance the culture of any Organizations that commits to get involved with the betterment of the ODC, the Chambers, and the City of Odessa
- Be hands on, available to coach and guide any and all new and small businesses that are introduced to the ODC through the BCCPB
- Guide any new businesses that the BCCPB recruits or help to obtain funding from the ODC by continuing to work simultaneously with the business until they are firmly in operation
- Recruit and help new small businesses
- Commit to coach, monitor, and maintain constant communication to assure that all avenues are open
- Commit to a newsletter that would be available to any small, or new businesses that would like another avenue of advertisement to enhance their business
- Work to maintain professionalism in our attempt to obtain finances, improve our visibility, and upgrade our community
- Create jobs, help our community, start businesses in our community, have the available funds to help direct anyone that has an ambition to start a business in our growing community

H. 2020-2021 Economic Development - UTPB
Small Business Development Center

Mission: Provide consulting, training and research to small businesses

Goals:

Consulting:

- Provide analysis of existing company practices and make recommendations
- Problem solving, creating value, improving growth, and maximizing efficiency
- Develop business models
- Evaluate competitors to pinpoint advantages or disadvantages
- Analyze financial statements
- Assist with applications for economic development funds referred by ODC

Advising:

- Provide an informal environment to engage, exchange ideas, and develop ongoing methodologies
- Provide coaching and guidance in creating future growth
- Challenge business owner to think clearly and objectively
- Provide creative ideas and alternative strategies

Training/Workshops:

- Development of Business Models
- Business Plan Development
- Prospective Financial Outlook
- Entrepreneurial Leadership
- New Tax Payer workshop
- Access to Capital
- QuickBooks I & II
- Franchise opportunities
- Marketing
- Intellectual Properties

Disaster Assistance:

Work with new and existing clients to navigate the challenges of the COVID 19 financial disaster including assistance applying for available economic assistance

I. 2020-2021 Infrastructure - Midland-Odessa Transportation Alliance MOTRAN

Mission:
Secure additional area infrastructure funding to facilitate necessary improvements related to maximizing current economic opportunities, as well as, providing the additional capacity in our infrastructure system to accommodate new development (housing, retail, commercial) and lay the groundwork necessary to support developments that would allow economic diversification.

Work to help increase telecommunications infrastructure and investment in the area through increased broadband deployment to gaps in current service and higher levels of service, improved cellular communications, and facilitating a more competitive market.

Goals:

1) Energy Sector Improvements:
   - Continue to work on the Permian Basin Regional Freight Study to develop a list of energy sector projects for the area, that facilitate short and long-term freight needs and economic development opportunities
   - Continue to work for additional capacity/levels of service improvements in the Delaware Basin region, especially as it relates to the build out to standard of the SH 302 between Odessa and Kermit/Mentone to facilitate economic growth along this critical workforce and freight corridor
   - Continue to push priorities in the Central Permian Basin, especially related to connectivity to and from the Midland-Odessa area, that are currently overlooked in the Permian Promise

2) Project Specific Improvements Along I-20, LP 338, US 385, SH 349, SH 158, and the South Midland Loop (Extension of Loop 250 South of I-20 to SH 349 and ultimately SH 158), and SH 191 between Midland and Odessa:
   - Support development of Loop 338 in Odessa and capacity improvements to the Interstate 20 Corridor in Odessa
   - Continue work to find funding for the final leg of the project from Crane/Upton county line to McCamey
   - Find additional funding to conduct a study for the ultimate connection of US 385 to I-10 as a freeway design (4 lane divided)
   - Development of SH 349 South of I-20 to 4 lane divided
   - Continuing to work with Midland County on the South Midland Loop
   - Capacity Improvements to SH 191
   - Extension of the Craddick Reliever Route West to Odessa and East to I-20

3) I-14 Re-Designation:
   - Continue efforts aimed at the re-designation of the western segment of I-14 to the US 87/SH158/I-20 corridor, as opposed to the current designation along US 190

4) I-27 Study:
   - Remain engaged in the study the extension of I-27 to ensure the study is conducted fairly and examines all possible route
   - Ensure the study focuses heavily on a potential extension from Lubbock to I-20, as detailed in the original Perryman Study

5) Local Leverage Opportunities:
   - Work to recruit private sector investments in area infrastructure that can leverage additional state and federal investment

6) Broadband and Telecom Infrastructure:
   - Complete survey of area service levels and utilize that data along with industry assessment to communicate area broadband and telecommunications needs to service providers
   - Update mapping that identifies areas of need

7) Telling the Story of the Permian Basin:
   - Through the Permian Basin Coalition efforts, continue to provide demographic and economic data highlighting the needs and impact of the Permian Basin both to regional leaders and state leaders
   - Expand current network to begin communicating this same data on the national/federal level as well.

J. 2020-2021 Advertising - CVA Advertising & Marketing, LTD

Mission: Administer the ODC's comprehensive marketing program using a variety of tools to enhance the city's image while promoting and marketing Odessa not only as a Regional Business Center but also as a location for manufacturing and other activity authorized by the Economic Development Act to all targeted industries.

Goals:

Target Industry/Site Selector Marketing

- Develop more target industry-specific marketing campaigns, particularly those targeted toward medical manufacturing and technology
- Continue to execute goal-driven digital strategy
- Focus broad messages on ODC target industries and site selectors
- Increase website traffic through digital marketing tactics
- Maintain direct marketing and trade publication ads to consultants and local businesses

Local Business Retention and Expansion Marketing

- Continue messaging to Odessa businesses owners about the opportunities that exist for them through ODC utilizing the broadcast, outdoor and print mediums
- Continue to expand messaging for Business Retention & Expansion utilizing case studies when available
- Continue to build name recognition and purpose of the ODC with an internal marketing campaign targeted to the Odessans
- Enhance image and perception of the Permian Basin to increase consideration of Odessa for company relocations and business expansion and retention
- Help all economic development stakeholders connect and collaborate

Primary Target Audience(s)

- Prospective consultants, site selectors, corporate executives at companies thinking about relocating, particularly within our target industries
- Prospective local businesses, current business owners/management and employees seeking to expand their current business in the Odessa market

Community Marketing Campaign ("Grassroots" Part of ODC Strategic Marketing Plan)

- Instill pride in the workforce for what they contribute to the world to help them find meaning in their chosen career path and create loyalty to the area
- Create compelling reasons for companies and individuals to remain in the area through the downturn and beyond
- Educate the community on the resources available to them to assist them through the down cycle
- Create a vision of opportunity, prosperity, and the ability for individuals to thrive in the future

Primary Target Audience (Adults 18 - 54 years of age)

- Permian Basin Workforce
- Odessa Citizens

Regional/National Advocacy Campaign ("Grass Tops" Part of ODC Strategic Marketing Plan)

- Short Term Goal - Create an advocacy campaign that articulates the economic and social benefits of saving the US oil and gas industry's viability
- Long Term Goal - Continue the journey to American energy independence

Communication Approach

- Educate policy makers and influencers on the existential threat to all but the major, multinational companies should there be no mitigating actions to help them survive
- Create a compelling vision where the United States in no longer at the mercy of foreign entities' actions and manipulation of the supply and price of oil and gas
- Provide evidence of the importance of a stable domestic energy industry as vital to our national security
- Call on all politicians, policy makers and voters to support American energy independence by leveling the playing field between independent US producers and OPEC+ producers
- Utilize outreach strategy to:
  a) Communicate to Congress and others in DC the needs of the Permian Basin as it relates to stimulus funding and industry policies
  b) Identify areas of opportunity to maximize funding efforts and policy discussions
  c) Proactively seek DC and State Legislative insight to understand potential impact to the Permian Basin

Primary Target Audiences

- Policy Makers and Politicians in Austin and Washington, DC

K. 2020-2021 Administrative Services - City of Odessa

Goals:

- Provide all necessary accounting, financial, legal, administrative, and operational services necessary to operate the Odessa Development Corporation
- Provide proper venues for conducting ODC business in compliance with the Public Open Meetings Act

Services provided by City Finance Department

Accounting:

- receipt of sales tax revenue
- monitoring of sales tax revenue
- monthly monitoring of ODC investments

Financial:

- monthly financial monitoring
- monthly reporting
- facilitate payments to ODC contractors and grant recipients
- coordination with Budget Director to compile ODC budget
- provide information for the Budget, Audit, and Finance Committee

Services provided by City Manager's office:

- assist, as needed

Legal services provided by City Attorney's Office:

- Work with Economic Development Dep't-OCC on Compliance Committee applications
- Attend Compliance Committee meetings
- Work with Economic Development Dep't-OCC to meet with companies; negotiation, preparation, and review of all Economic Development Agreements
- Downtown Odessa, Inc.: meet with grant applicants, negotiation, preparation, and review of all Infrastructure and Façade Agreements
- Contractor's Agreements:
  - Annually review ODC General Development Plan
  - Prepare resolutions for ODC approval and for the City Council approval of ODC items
  - Legal research, preparation of all ancillary documents and agreements
  - Working with outside auditors and the City Auditor to audit compliance with all agreements
  - Through the City Manager's office, coordinate efforts with Economic Development Executive Director-OCC to work with local government entities to establish an aggressive and competitive incentive and finance policy to include Enterprise Zone, Tax Abatements, Freeport Tax Exemptions, 380 agreements, etc.
  - Assist City Secretary in preparation and posting of ODC agendas for all meetings
  - Prepare and post of ODC items on the City Council's Work Session meetings
  - Prepare and post of the ODC items on the City Council Agendas

Administrative services provided by the City Secretary's Office:

- Prepare and post of ODC agendas for all meetings with the assistance of the Legal Department
- Coordinate with City Attorney all legal documents for ODC meetings
- Records in writing and prepares the minutes of ODC for all meeting
- Protects and preserves all ODC records, such as agendas, minutes, resolutions, and contracts
- Serves as custodian of the ODC corporate seal
- Serves as assistant secretary to ODC

Downtown Odessa, Inc.:

- Manage and administer a comprehensive façade and infrastructure improvements grant program for the businesses located in downtown Odessa

L. Downtown Odessa, Incorporated Infrastructure Program

Mission. The Downtown Infrastructure Improvement Program is designed to encourage businesses to promote or develop new or expanded business enterprises in the Odessa Downtown area pursuant to 501.103 of the Texas Local Government Code by encouraging business owners to rehab buildings located in the downtown Odessa Boundaries and make them suitable for businesses to flourish while adhering to current City of Odessa Building Code guidelines.

1. Incentives. The ODC will reimburse up to 50%, but not more than $200,000, toward the total project cost for a Qualifying Infrastructure Project as described herein. Grant amounts shall be determined on a case by case basis for infrastructure improvement. The funds are available on a cost reimbursement basis only. No funds will be paid "up front" or advanced prior to the completed construction. Owner or lessee is responsible for at least 50% of total project cost.

2. Boundaries. The Downtown boundaries are 1st Street, Adams Avenue, 10th Street and Bernice Avenue, and grants are available only for property within these boundaries. The amount of grant funds available shall be determined based on location of the property in accordance with the following tiered system:

a. Tier 1. 100% of 50% of grant funds shall be available for properties located within the boundaries of 3rd Street, N. Jackson Ave., 7th Street, and N. Lincoln Ave.;
b. Tier 2. 75% of the 50% of grant funds shall be available for properties located within the boundaries of 2nd Street, N. Hancock Ave., 8th Street, and N. Sam Houston Ave.;
c. Tier 3. 50% of the 50% of grant funds shall be available for properties located within the boundaries of 1st Street, N. Tom Green Ave., 9th Street, N. Washington Ave.; and
d. Tier 4. 25% of the 50% of grant funds shall be available for properties located outside the boundaries of Tier 1 through Tier 3 but still within the Downtown boundaries as described above.

Infrastructure. A "Qualifying Infrastructure Project" means planned improvements, repairs, or remediations that are necessary to meet City Code requirements in order to promote or expand business enterprises, including but not limited to the following: environmental remediation, water-sewer-electric or gas utilities, fire suppression systems, and other approved site improvements necessary to satisfy code requirements. Housing and projects for the general infrastructure needs of the city and not for the promotion and development of new or expanded business are not eligible.

Guidelines. The following guidelines are applicable to the Downtown Infrastructure Improvement Program:

1. Final approval for a Downtown Infrastructure Improvement application must be obtained from the City Council of the City of Odessa prior to any work being performed. Any work done prior to final approval shall not be eligible for reimbursement.

2. Improvements must be made in conformance with all applicable building codes, laws and zoning requirements. Further, improvements for buildings which are located on properties with outstanding property taxes or City-related liens are not eligible for incentive funding.

3. The determination of eligibility for any project or specific project item is on a case by case basis.

4. Grantee shall invest at least 50% of their own funds in the project. The ODC will reimburse up to 50%, but not more than $200,000, toward the total project cost for a Qualifying Infrastructure Project.

5. Infrastructure subject to reimbursement includes interior ADA requirements, Fire Codes, Building Codes.

6. Infrastructure subject to reimbursement includes approved infrastructure projects that are specifically designed to bring the buildings up to City Code requirements. Business specific improvements, including but not limited to improvements such as kitchen equipment, will not be eligible. Each project shall be reviewed for qualification on an individual basis.

7. Fire Code required Sprinkler Systems shall always qualify as a reimbursable infrastructure cost.

8. Eligible infrastructure costs shall be reimbursed upon completion of the project by the Grantee, the submission of the required paperwork for a compliance audit, and the issuance of a certificate of occupancy.

9. Applicant, whether lessee or owner, that is intending to use only a portion of a building or structure may apply for the portion that they intend to use without requiring them to do infrastructure for the entire property. However, applicant, whether lessee or owner, that is intending to make use of a portion of the building **or** the entire building or structure, shall be limited to 1 **(one)** Downtown Infrastructure Improvement application for all eligible infrastructure improvements in that building or structure.

10. So long as the lessee has permission to make improvements that qualify under the grant then no additional restrictions shall apply solely because the applicant is a Lessee.

M. Downtown Odessa, Incorporated Facade Program

Mission. The Building Façade Improvement Program is designed to encourage local businesses in the Odessa Downtown area to make exterior improvements which enhance the appearance of their buildings, to better attract other businesses to the downtown area and to demonstrate the economic vitality of the Downtown area for economic development purposes. The stated public purpose is to revitalize and to improve economically distressed structures within Downtown Odessa, to encourage new and expanded business enterprises in the downtown area.

1. Incentives. ODC will reimburse up to 80%, but not more than $25,000, toward the total project cost of building façade improvements for businesses' sites located in the described boundaries. Building owner or lessee is responsible for at least 20% of total project cost.

2. Boundaries. The Downtown boundaries are 1st Street, Adams Avenue, 10th Street and Bernice Avenue, and grants are available only for property within these boundaries. The amount of grant funds available shall be determined based on location of the property in accordance with the following tiered system:

a. Tier 1. 100% of the 80% of grant funds shall be available for properties located within the boundaries of 3rd Street, N. Jackson Ave., 7th Street, and N. Lincoln Ave.;
b. Tier 2. 75% of the 80% of grant funds shall be available for properties located within the boundaries of 2nd Street, N. Hancock Ave., 8th Street, and N. Sam Houston Ave.;
c. Tier 3. 50% of the 80% of grant funds shall be available for properties located within the boundaries of 1st Street, N. Tom Green Ave., 9th Street, N. Washington Ave.; and
d. Tier 4. 25% of the 80% of grant funds shall be available for properties located outside the boundaries of Tier 1 through Tier 3 but still within the Downtown boundaries as described above.

Façade.

1. Eligible Improvements. Eligible Improvements are limited to the exterior building façade, including:

a. Exterior treatment systems, such as painting, murals, siding, stucco or simulated stucco, brick/stone work, or other approved treatments;
b. Structural improvements to the building façade;
c. Masonry or tile cleaning/repair;
d. Restoration of details in historical buildings;
e. Removal of elements that cover architecturally significant areas; and
f. Repair or replacement of exterior doors, windows and trim work (in public view) which are necessary for aesthetic purposes

2. Ineligible Activities. The following are ineligible uses of grant funds:

a. New construction;
b. Interior improvements;
c. Routine maintenance;
d. Parking lot improvements; and
e. Landscaping

3. General Provisions.

a. Final approval for a Downtown Building Façade Improvement application must be obtained from the City Council of the City of Odessa prior to any work being performed. Any work done prior to final approval shall not be eligible for reimbursement.
b. Improvements shall be made in conformance with all applicable building codes, laws, and zoning requirements.
c. All grant recipient improvements must be in compliance with the design standards set forth in the Downtown Master Plan for the overlay zone.
d. No more than 25% of the total cost of improvements can be related to the exterior painting of the building.
e. Churches and non-profit organizations are not eligible.
f. No grant funds will be paid "up front" or advanced prior to the completion of construction. All grant funds are available on a cost-reimbursement basis only.
g. Funds are subject to Section 504.105 Texas Local Government Code that limits annual spending for promotional purposes to 10% of the ODC revenues.
h. Funds are limited to those uses that have the purpose of developing new and/or expanded business enterprises and not for other uses such as housing.
i. Applicant, whether lessee or owner, that is intending to make use of the entire building or structure shall be limited to one Downtown Building Façade Improvement application for all eligible façade improvements on that building or structure.

CITY OF ODESSA
CITY COUNCIL AGENDA ITEM

Meeting Date:	08/25/2020	Item Type:
Contact:	Wesley Burnett	Regular Resolution
Department:	Odessa Chamber Of Commerce	

Finance Committee Review? No

CAPTION

Consider an economic development agreement between the Odessa Development Corporation and Apergy. (Resolution)

SUMMARY OF ITEM

The Odessa Development Corporation met on August 13, 2020, to review and approve an Economic Development Agreement between the ODC and Apergy. The Agreement was approved unanimously by the ODC at this same meeting.

Prior to this, the Compliance Committee thoroughly reviewed Apergy's application and gave their approval for it to move on to be voted on by the ODC.

Apergy proposes to operate a chemistry programs and services, drilling technology, artificial lift solutions, and automation technologies company. Apergy has plans for building expansion/modifications and new equipment to increase its technical capabilities and improve its presence for customers and employees in the Permian Basin area by expanding/upgrading its Odessa facility. The total capital investment will be approximately $1.815 M. Apergy will retain 107 jobs and will add 20 more jobs during the first year. Over the next 3 years, this will translate in to approximately $8,635,188.28 in annual payroll.

Based on the number of jobs and payroll over the next 5 years, Apergy qualifies for a total grant of $1,000,000 to be paid out over a 5-year-period if the Company maintains compliance with all terms and conditions of the agreement.

FISCAL IMPACT? No

Comments:

Supporting Documents:	Other Departments, Boards, Commissions or Agencies:
5r-116 Approving EDA with Apergy.pdf Apergy Application.pdf	

RESOLUTION NO. 2020R-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ODESSA, TEXAS, APPROVING AN ECONOMIC DEVELOPMENT AGREEMENT BETWEEN THE ODESSA DEVELOPMENT CORPORATION AND APERGY; APPROVING THE FINDINGS OF FACT; AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO EXECUTE ANY DOCUMENTS NECESSARY TO IMPLEMENT THIS RESOLUTION; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, Apergy (the "Company") proposes to operate a chemistry programs and services, drilling technology, artificial lift solutions, and automation technologies company classified as #213112 and #333132 of the North American Industry Classification System (NAICS) in Ector County, Texas, and increase primary jobs which satisfies the requirements of Sections 501 and 504 of the Local Government Code; and

WHEREAS, the Company has plans for building expansion/modifications and new equipment to increase its technical capabilities and improve its presence for customers and employees in the Permian Basin area by expanding/upgrading its Odessa facility. The total capital investment will be approximately $1.815 M; and

WHEREAS, the Company will retain 107 jobs and will add 20 more jobs during the first year. Over the next 5 years, this will translate in to approximately $8,635,188.28 in annual payroll; and

WHEREAS, based on the number of jobs and payroll over the next 5 years, the Company qualifies for a total grant of $1,000,000 to be paid out over the 5-year-period if the Company maintains compliance with all terms and conditions of the agreement;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ODESSA, TEXAS:

Section 1. That the statements of fact in the Preamble are found to be true and correct and are approved as findings.

Section 2. That an Economic Development Agreement with Apergy in the amount of $1,000,000 is approved.

Section 3. That the City Manager or his designee is authorized to execute any documents necessary to implement this resolution.

Section 4. That this resolution shall be effective at the time of its adoption.

The foregoing resolution was approved and adopted on the 25th day of August, A.D., 2020, by the following vote:

Michael K. Shelton, Sr.	___
Dewey Bryant	___
Detra White	___
Tom Sprawls	___
Mari Willis	___
Peggy Dean	___
David R. Turner	___

Approved this the 25th of August, A.D., 2020.

_____
David R. Turner, Mayor

ATTEST:

_____
Norma Aguilar-Grimaldo, City Secretary

APPROVED AS TO FORM:

_____
Natasha Brooks, City Attorney

Economic Development

Application for
Economic Development Assistance

The completion of the following 6-pages of information is required for all projects requesting economic development assistance from the Odessa Development Corporation.
Provide information in all blanks of the application form, including the check list for Required Information on page 7. If more space is needed, attach additional pages to the corresponding information. For example, to list employees, number the attachment #5 Employment Information and attach it to page 5. Your signature is required on page 2 and page 7.
If the information requested is Not Applicable, enter "N/A" in the space.
Incomplete applications will not be considered for assistance.
After the application is reviewed, the Odessa Development Corporation may require additional information to indicate the financial abilities or other factors of the company.

Three methods to submit the Application:

Submit the completed application *by mail*:
Odessa Chamber of Commerce, Economic Development Department
PO Box 3626
Odessa, Texas 79760

Submit the completed application *in person to*:
700 N. Grant, Suite 200
Odessa, Texas 79761
(Bank of America Building)

Submit the completed application via email to: wburnett@odessaecodev.com

This application must be filed with the Odessa Chamber of Commerce, Economic Development Department prior to making public announcement or filing Building Permit with the City.
If you have questions about this application, please contact the Economic Development Department at (432) 333-7880.

I. Contact Information

Applicant/Business Name (Exact legal name i.e. Corporation, LLC, Limited Partnership)		
Apergy		
Mailing Address		
12506 West Highway 80 East		
Physical Address (If different from mailing address)		
City	State	Zip Code
Odessa	TX	79765
Phone Number/ Office	Fax Number	
432-214-8021		
Phone Number Cell		
956-639-5022		
Email Address	Website	
Shankar.annamalai@apergy.com	www.apergy.com	
Applicant's Representative	Title	
Shankar Annamalai	VP Permian GEO-Market	

Odessa Development Corporation and the City of Odessa are public entities subject to the Open Records Act (CH. 552, Gov. Code). Applicant waives all rights to confidentiality regarding information it conveys to the Chamber, ODC, and the City of Odessa, unless it identifies in writing the information that is subject to confidentiality and such non-disclosure does not violate the Open Records Act.

_____ _____

Applicant's Signature Date

II. **Project Information**

1.Description of the Project and Type of Business
2. the estimated new capital investment for equipment and furniture;
3. percentage of physical assets purchased in Odessa;
4. list of new machinery, equipment and other physical assets.

As part of ChampionX/Apergy's growth initiative we will be investing approximately $1.815M for the building expansion/modifications and new equipment to increase our technical capabilities and improve our presence for customers and employees in the Permian Basin area by expanding/upgrading our Odessa facility. We will be:

1. Collocating four (4) of our businesses into our Odessa owned facility. Three (3) of our business locations will relocate from Midland, TX to Odessa, TX.
    - Office furniture, racking, etc. will be reallocated from the Midland and Odessa facilities.
    - Inventory and all other assets for the 3 Midland based business locations will move to the Odessa facility.
    - By consolidating the 3 Midland locations into the Odessa facility our Odessa employee headcount would increase from 111 to 133; an increase of ~20%.
2. Expanding one (1) of our Oklahoma based business' presence in Odessa by adding a drive refurb lab which will eliminate transporting the large drives for repair weekly to/from a third party vendor in Oklahoma
    - Repairing the drives locally reduces response time for our customer and potential risk of additional damage to the equipment during transport.
    - Adding approximately 2 technical jobs for drive repair
3. Expanding our Cable Spooling building and purchasing new cable spooling equipment
    - Purchasing cable spooling equipment from Calmec; Model #222.5 (Type TU-BR-78/18K/300/XHD) for approximately $715K. No physical assets will be purchased in Odessa at this time.

III. Facility Information

Current Property Values in Odessa		
Building	**Equipment**	
Building $2.4M		
Address and Legal Description of each location	**Address Of Location (New or Expansion) circle one**	
1460 Windway, Odessa, TX 79763 Manufacturing, Operations and Warehouse	**Expansion**	
Estimated New Capital Investment for Building Construction	**Estimated Dates for Construction**	
	Start:	**Complete:**
$1.1M	**July 2020**	**September 2020**

IV. Company Information

Description of the Company	Year Established
On June 3, Apergy and ChampionX, formerly known as Nalco Champion upstream, merged to create the "new" ChampionX, a global leader in chemistry programs and services, drilling technology, artificial lift solutions, and automation technologies for the upstream and midstream oil and gas industry. The Odessa facility is a legacy Apergy/Accelerated facility.	**2013**

NAICS Code[1]	NAICS Code Description
Multiple Codes: **213112 = Spirit Global Energy** **333132 = PCS Ferguson and** **ESP Systems, LLC** **NSWM =**	**213112 = Oilfield Service Company** **333132 = Oil and Gas Field Machinery and Equipment Manufacturing**

Annual Sales	Annual Sales in Odessa[2]
Projected Increase in sales	**Projected Increase in Odessa sales**
$500K	$500K
Financial & Supplier References	**Length of time applicant commits to Odessa**

Notes

1. **NAICS Code:** North American Industrial Classification Code. The NAICS manual is available for use at the Chamber.
2. **Annual Sales in Odessa:** Estimated sales to Odessa customers. If the company has no Odessa customers, enter "none."

V. Employment Information

List all Current/Transfer Full Time Employees and the Location of employment.
A. Include the number of Salaried workers and Annual Salary for each position.
B. Include the number of Hourly workers with hourly Wage and avg. number of hours.

A. Salaried Employees:

Job Title/Position | Number of Employees | Annual Salary | Job location

Job Title/Position	# Emps	Avg Salary	Location
AP/AR Supervisor	1	$59,884.28	Midland
Apps Engineer	1	$99,000.00	Odessa
Area Manager	1	$174,244.95	Odessa
Buyer	1	$72,493.91	Odessa
Fabrication Manager	1	$103,533.00	Odessa
Field Service Supervisor	1	$99,990.00	Odessa
Finance Senior Manager	1	$118,800.00	Odessa
HR Generalist II	1	$80,001.16	Odessa
HSE Manager	1	$105,000.00	Odessa
HSE Specialist	1	$90,000.00	Odessa
Inventory Manager	1	$114,562.68	Odessa
IT Support Tech	1	$75,702.16	Odessa
Maint & Facilities Supervisor	1	$103,818.90	Odessa
Manufacturing Manager	1	$125,932.95	Odessa
Manufacturing Supervisor	1	$100,503.17	Midland
Operations Manager	3	$117,675.34	Odessa
Order Management Supervisor	1	$95,000.00	Odessa
Prod Svc Rep	1	$102,650.30	Midland
Quality Anlst III Sr.	2	$88,571.90	Odessa
Regional Tech Svcs Lead	1	$115,312.69	Midland
Reliability Engr II	3	$83,746.50	Odessa
Reliability Manager	1	$126,547.20	Odessa
Rental Fleet Mgr	1	$95,481.28	Odessa
Sales and Svc Rep	1	$64,712.08	Odessa
Warehouse Supervisor	1	$73,087.57	Odessa
	30		

B. Hourly Employees:

Job Title/Position | Wage | Number of Employees | Annual Salary | Job location

Job Title/Position	# Emps	Avg Salary	Location	Avg Annual Hours
Accounts Receivable	3	$22.01	Midland	6,240
Admin Asst III Sr	2	$20.89	Odessa	4,160
Auto Field Tech	6	$33.51	Midland	12,480
Billing Anlst	3	$23.90	Odessa	6,240
Branch Supervisor	1	$26.86	Midland	2,080
Cable Repair Tech	5	$24.92	Odessa	10,400
Cable Spooling Tech	2	$25.65	Odessa	4,160
Capillary Spooling Tech	2	$25.07	Odessa	4,160
Cust Svc Rep	2	$27.70	Midland	4,160
Downhole Specialist	1	$25.98	Midland	2,080
Downhole Tech	1	$32.96	Midland	2,080
Drafter	1	$34.43	Odessa	2,080
Field Service Coord	1	$26.94	Odessa	2,080
Field Service Supervisor	4	$42.18	Odessa	8,320
Field Service Tech	19	$33.00	Odessa	39,520
Gas Lift Svc Rep	2	$29.75	Odessa	4,160
Hydraulic Assembler	2	$24.34	Odessa	4,160
Hydraulic Svc Rep	4	$27.15	Odessa	8,320
Industrial Maint Tech	1	$29.17	Odessa	2,080
Inventory Clerk	1	$27.83	Odessa	2,080
Inventory Controller II	1	$24.66	Odessa	2,080
Inventory Spec	1	$25.24	Odessa	2,080
Machinist	2	$29.35	Odessa	4,160
Materials Supervisor	1	$31.09	Odessa	2,080
Mechanic	1	$27.40	Odessa	2,080
Operations Lead	1	$28.56	Midland	2,080
Order Mgmt Analyst	4	$20.63	Odessa	8,320
Qty Verification	2	$23.77	Odessa	4,160
Receiving Clerk	1	$20.85	Odessa	2,080
Reliability Tech	4	$21.18	Odessa	8,320
Shipping Coord	4	$23.71	Odessa	8,320
Shop Tech	9	$20.65	Odessa	18,720
Variable Speed Drive Tech	2	$35.58	Odessa	4,160
Warehouse	4	$21.64	Midland	8,320
Welder	1	$42.16	Midland	2,080
	101			210,080

List all New Full Time Employees Resulting from Expansion/Relocation and/or New Location in Odessa.
A. Include number of Salaried workers and Annual Salary.
B. Include number of Hourly workers with hourly Wage and avg. number of hours.

A. Salaried Employees:
Job Title/Position Number of Employees Annual Salary Job location

Job Title/Position	# Emps	Avg Salary	Location
AP/AR Supervisor	1	$59,884.28	Midland
Manufacturing Supervisor	1	$100,503.17	Midland
Operations Manager	1	$114,299.68	Midland
Prod Svc Rep	1	$102,650.30	Midland
Regional Tech Svcs Lead	1	$115,312.69	Midland
	5		

B. Hourly Employees:
Job Title/Position Wage Number of Employees Annual Salary Job location

Job Title/Position	# Emps	Avg Salary	Location	Avg Annual Hours
Accounts Receivable	2	$23.48	Midland	4,160
Auto Field Tech	5	$34.56	Midland	10,400
Branch Supervisor	1	$26.86	Midland	2,080
Cust Svc Rep	1	$20.31	Midland	2,080
Downhole Specialist	1	$25.98	Midland	2,080
Downhole Tech	1	$32.96	Midland	2,080
Operations Lead	1	$28.56	Midland	2,080
Warehouse	2	$21.73	Midland	4,160
Welder	1	$42.16	Midland	2,080
	15			31,200

Provide Date when Expected to Reach Full Employment (month/year)

VI. Economic Development Assistance Request(s)

Financial Assistance Grant Requested from Odessa Development Corp. ($$ Amount)

$1,000,000

How will this funding be used

Construction costs for the facility expansion, wages for employees, infrastructure investment for the driver refabricating process (technical needs).

Tax Abatement Requested from Taxing Entities	First Year of Abatement	Number of Years of Abatement*
X Yes ☐ No		3

Other Assistance Requested from City Council: Enterprise Zone Sales Tax Rebate	
□ **Yes**	□ **No**

***Abatement Schedule Requested:** Please refer to the City of Odessa Tax Abatement policy statement to determine the applicable tax abatement schedule, found on page _____ of _____.
Tax abatements are subject to approval from each taxing entity: City of Odessa, Ector County, Ector County Hospital District, and Odessa College.
Ector County Independent School District is excluded from tax abatement by Texas law.

Check list for a Completed Application

Items 1 – 6 of the *printed application, pages 2-6:*

☐ **1. Contact information.**

☐ **2. Summary of Project (including detailed description of construction and a detailed list of machinery, equipment and physical assets.)**

☐ **3. Facility Information**

☐ **4. Company Information**

☐ **5. Employment Information to include list of current employees and list of new employees expected to be created.**

☐ **6. Request for Economic Development Grant and/or Tax Abatement and/or Enterprise Zone City Sales Tax Rebate**

Items to be Submitted by Applicant Existing Enterprise Only

☐ **7. Business Plan, to include Pro Forma financial statement, cash flow forecast and supporting assumptions.**

☐ **8. Prior 2 years and current Year-To-Date financial statements, to include Balance Sheets and Statements of Income & Expenses, and Current Receivable Aging Report.**
Audited financial information is preferred, if available.

☐ **9. Income Tax Returns for prior three years.**

☐ **10. Letter addressing Tax Abatement Minimum Standards *(if applicable)***

☐ **11. Resumé of owner(s) and principal manager(s).**

☐ **12. Personal financial statement required, if an individual owns 20% of the company.**

Items to be Submitted by Applicant New Enterprise Only

☐ **7. Business Plan, to include Pro Forma financial statement, cash flow forecast and supporting assumptions.**

☐ **8. Current Year to Date financial statements for all equity owners including personal financial statement for any individuals and balance sheets and statements of income and expenses for any entities, and current receivables aging report**

☐ **9. Income Tax Returns for prior three years for all equity owners.**

☐ **10. Letter addressing Tax Abatement Minimum Standards *(if applicable)***

☐ **11. Resumé of owner(s) and principal manager(s).**

_____

Applicant's Signature, attesting all information is provided and accurate

This application must be filed with the Odessa Chamber of Commerce, Economic Development Department prior to making public announcement or filing Building Permit with the City. If you have questions about this application, please contact the Economic Development Department at (432) 333-7881.

Revised 08/21/2019

Project Champ

	Jul-20
New/Transfer Jobs	$196,613.00
Retention Jobs	$989,699.00
Job Creation Grant	**$1,186,312.00**
Capital Investment	**$52,272.00**
Total Grant	**$1,238,584.00**

New/Transfer Jobs

Job Description	Employees	Hourly Rate	Annual Salary	Factor	Base Benefit	Annual Payroll
AP/AR Supervisor	1	$28.79	$59,884.28	0.45	$26,947.93	$59,884.28
Manufacturing Supervisor	1	$48.32	$100,503.17	0.5	$50,251.59	$100,503.17
Operations Manager	1	$54.95	$114,299.68	0.5	$57,149.84	$114,299.68
Prod. Svc Rep	1	$49.35	$102,650.30	0.5	$51,325.15	$102,650.30
Regional Tech Svcs Lead	1	$55.44	$115,312.89	0.5	$57,656.45	$115,312.89
Accounts Receivable	2	$23.48	$48,838.40	0.45	$43,954.56	$97,676.80
Auto Field Technicians	5	$34.56	$71,884.80	0.45	$161,740.80	$359,424.00
Branch Supervisor	1	$26.86	$55,868.80	0.45	$25,140.96	$55,868.80
Customer Service Rep	1	$20.31	$42,244.80	0.35	$14,785.68	$42,244.80
Downhole Specialist	1	$25.98	$54,038.40	0.45	$24,317.28	$54,038.40
Downhole Tech	1	$32.96	$68,556.80	0.45	$30,850.56	$68,556.80
Operations Lead	1	$28.56	$59,404.80	0.45	$26,732.16	$59,404.80
Warehouse	2	$21.73	$45,198.40	0.45	$40,678.56	$90,396.80
Welder	1	$42.16	$87,692.80	0.5	$43,846.40	$87,692.80
	20				$655,377.91	$1,407,954.32

Base Benefit	Funding	Funding Level	Funds/Job
$655,377.91	30%	$196,613.37	$9,830.67
$655,377.91	45%	$294,920.06	$14,746.00
$655,377.91	60%	$393,226.75	$19,661.34

Retention Jobs

Job Description	Employees	Hourly Rate	Annual Salary	Factor	Base Benefit	Annual Payroll
Apps Manager	1	$47.60	$99,000.00	0.5	$49,500.00	$99,000.00
Area Manager	1	$83.77	$174,244.95	0.5	$87,122.48	$174,244.95
Buyer	1	$34.85	$72,493.91	0.45	$32,622.26	$72,493.91
Fabrication Manager	1	$49.78	$103,533.00	0.5	$51,766.50	$103,533.00
Field Service Supervisor	1	$48.07	$99,990.00	0.5	$49,995.00	$99,990.00
Finance Senior Manager	1	$57.12	$118,800.00	0.5	$59,400.00	$118,800.00
HR Generalist II	1	$38.46	$80,001.16	0.5	$40,000.58	$80,001.16
HSE Manager	1	$50.48	$105,000.00	0.5	$52,500.00	$105,000.00
HSE Specialist	1	$43.27	$90,000.00	0.5	$45,000.00	$90,000.00
Inventory manager	1	$55.08	$114,562.68	0.5	$57,281.34	$114,562.68
IT Support Tech	1	$36.40	$75,702.16	0.45	$34,065.97	$75,702.16
Maintenance & Facilities Supervisor	1	$49.91	$103,818.90	0.5	$51,909.45	$103,818.90
Manufacturing Manager	1	$60.54	$125,932.95	0.5	$62,966.48	$125,932.95
Operations Manager	3	$56.57	$117,675.34	0.5	$176,513.01	$353,026.02
Order Management Supervisor	1	$45.67	$95,000.00	0.5	$47,500.00	$95,000.00
Quality Anist III Sr.	2	$42.58	$88,571.90	0.5	$88,571.90	$177,143.80
Reliability Engr II	3	$40.26	$83,746.50	0.5	$125,619.75	$251,239.50
Reliability Manager	1	$60.84	$126,547.20	0.5	$63,273.60	$126,547.20
Rental Fleet Mgr	1	$45.90	$95,481.28	0.5	$47,740.64	$95,481.28
Sales & Svc Mgr	1	$31.11	$64,712.08	0.45	$29,120.44	$64,712.08
Warehouse Supervisor	1	$35.14	$73,087.57	0.45	$32,889.41	$73,087.57
Admin Asst III Sr.	2	$20.89	$43,451.20	0.35	$30,415.84	$86,902.40

Billing Anlst	3	$23.90	$49,712.00	0.45	$67,111.20	$149,136.00
Cable Repair Tech	5	$24.92	$51,833.60	0.45	$116,625.60	$259,168.00
Cable Spooling Tech	2	$25.65	$53,352.00	0.45	$48,016.80	$106,704.00
Capillary Spooling Tech	2	$25.07	$52,145.60	0.45	$46,931.04	$104,291.20
Drafter	1	$34.43	$71,614.40	0.45	$32,226.48	$71,614.40
Field Service Coord	1	$26.94	$56,035.20	0.45	$25,215.84	$56,035.20
Field Service Supervisor	4	$42.18	$87,734.40	0.5	$175,468.80	$350,937.60
Field Service Tech	19	$33.00	$68,640.00	0.45	$586,872.00	$1,304,160.00
Gas Lift Svc Rep	2	$29.75	$61,880.00	0.45	$55,692.00	$123,760.00
Hydraulic Assembler	2	$24.34	$50,627.20	0.45	$45,564.48	$101,254.40
Hydraulic Svc Rep	4	$27.15	$56,472.00	0.45	$101,649.60	$225,888.00
Industrial Maint Tech	1	$29.17	$60,673.60	0.45	$27,303.12	$60,673.60
Inventory Clerk	1	$27.83	$57,886.40	0.45	$26,048.88	$57,886.40
Inventory Contoller II	1	$24.66	$51,292.80	0.45	$23,081.76	$51,292.80
Inventory Spec	1	$25.24	$52,499.20	0.45	$23,624.64	$52,499.20
Machinist	2	$29.35	$61,048.00	0.45	$54,943.20	$122,096.00
Materials Supervisor	1	$31.09	$64,667.20	0.45	$29,100.24	$64,667.20
Mechanic	1	$27.40	$56,992.00	0.45	$25,646.40	$56,992.00
Order Mgmt Analyst	4	$20.63	$42,910.40	0.35	$60,074.56	$171,641.60
QTY Verification	2	$23.77	$49,441.60	0.45	$44,497.44	$98,883.20
Receiving Clerk	1	$20.85	$43,368.00	0.35	$15,178.80	$43,368.00
Reliability Tech	4	$21.18	$44,054.40	0.35	$61,676.16	$176,217.60
Shipping Coord	4	$23.71	$49,316.80	0.45	$88,770.24	$197,267.20
Shop Tech	9	$20.65	$42,952.00	0.35	$135,298.80	$386,568.00
Variable Speed Drive Tech	2	$35.58	$74,006.40	0.45	$66,605.76	$148,012.80
	107				$3,298,998.47	$7,227,233.96

	Base Benefit	Funding	Funding Level	Funds/Job
Grant	$3,298,998.47	30%	$989,699.54	$9,249.53
	$3,298,998.47	45%	$1,484,549.31	$13,874.29
	$3,298,998.47	60%	$1,979,399.08	$18,499.06

Investment	Tax Rate	Tax Generated		Base Benefit
$1,815,000.00	0.0048	$8,712.00	Factor 6	$52,272.00
		$8,712.00		$52,272.00

$10,000 - $100,000	Factor 3
$100,001 - $500,000	Factor 4
$500,001 - $1,000,000	Factor 5
$1,000,001 - $5,000,000	Factor 6
$5,000,001 - $10,000,000	Factor 7
$10,000,001 - $20,000,000	Factor 8
Anything over $20,000,001	WBD

Base Benefit	Funding	Funding Level	
$52,272.00	50%	$26,136.00	County
$52,272.00	75%	$39,204.00	Industrial District
$52,272.00	100%	$52,272.00	City Limits

CITY OF ODESSA
CITY COUNCIL AGENDA ITEM

Meeting Date:	08/25/2020	Item Type:
Contact:	Wesley Burnett	Regular
Department:	Odessa Chamber Of Commerce	Resolution

Finance Committee Review? No

CAPTION

Consider a Third Training Facilities Grant with the University of Texas of the Permian Basin. (Resolution)

SUMMARY OF ITEM

The University of Texas of the Permian Basin ("UTPB") satisfies the requirements of Chapters 501 and 504 LGC as a "project authorizing the expenditure of economic development sales tax". UTPB has established primary job training facilities for use by an institution of higher education. UTPB has plans to purchase additional equipment, make additional infrastructure investment and expand the applied training programs. The total capital investment will be $92,000,000.

UTPB will certify that at least the following number of students will have completed the required courses for each semester:
2020-21 - Fall 1,100, Spring 1,000, Summer 300
2021-22 - Fall 1,100, Spring 1,000, Summer 300
2022-23 - Fall 1,100, Spring 1,000, Summer 300

Based on the student data over the next 3 years, UTPB qualifies for a total grant of $2,100,000 to be paid out over a 3-year-period if UTPB maintains compliance with all terms and conditions of the agreement.

FISCAL IMPACT? No

Comments:

Supporting Documents:	Other Departments, Boards, Commissions or Agencies:
5r-117 3rd UTPB Training Facilities Grant.pdf UTPB Application.pdf	

RESOLUTION NO. 2020R-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ODESSA, TEXAS, APPROVING A THIRD TRAINING FACILITIES GRANT WITH THE UNIVERSITY OF TEXAS OF THE PERMIAN BASIN; APPROVING THE FINDINGS OF FACT; AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO EXECUTE ANY DOCUMENTS NECESSARY TO IMPLEMENT THIS RESOLUTION; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the University of Texas of the Permian Basin ("UTPB") satisfies the requirements of Chapters 501 and 504 LGC as a "project authorizing the expenditure of economic development sales tax". UTPB has established primary job training facilities for use by an institution of higher education classified as #611310 of the North American Industry Classification System (NAICS); and

WHEREAS, UTPB has plans to purchase additional equipment, make additional infrastructure investment and expand the applied training programs. The total capital investment will be $92,000,000; and

WHEREAS, UTPB will certify that at least the following number of students will have completed the required courses for each semester: 2020-21: Fall 1,100, Spring 1,000, Summer 300 2021-22: Fall 1,100, Spring 1,000, Summer 300 2022-23: Fall 1,100, Spring 1,000, Summer 300; and

WHEREAS, based on the student data over the next 3 years, UTPB qualifies for a total grant of $2,100,000 to be paid out over a 3-year-period if UTPB maintains compliance with all terms and conditions of the agreement;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ODESSA, TEXAS:

Section 1. That the statements of fact in the Preamble are found to be true and correct and are approved as findings.

Section 2. That a Third Training Facilities Grant with the University of Texas of the Permian Basin in the amount of $2,100,000 is approved.

Section 3. That the City Manager or his designee is authorized to execute any documents necessary to implement this resolution.

Section 4. That this resolution shall be effective at the time of its adoption.

The foregoing resolution was approved and adopted on the 25th day of August, A.D., 2020, by the following vote:

Michael K. Shelton, Sr.	___
Dewey Bryant	___
Detra White	___
Tom Sprawls	___
Mari Willis	___
Peggy Dean	___
David R. Turner	___

Approved this the 25th of August, A.D., 2020.

_____
David R. Turner, Mayor

ATTEST:

_____
Norma Aguilar-Grimaldo, City Secretary

APPROVED AS TO FORM:

_____
Natasha Brooks, City Attorney

Economic Development

Application for
Economic Development Assistance

The completion of the following 6-pages of information is required for all projects requesting economic development assistance from the Odessa Development Corporation.
Provide information in all blanks of the application form, including the check list for Required Information on page 7. If more space is needed, attach additional pages to the corresponding information. For example, to list employees, number the attachment #5 Employment Information and attach it to page 5. Your signature is required on page 2 and page 7.
If the information requested is Not Applicable, enter "N/A" in the space. Incomplete applications will not be considered for assistance. After the application is reviewed, the Odessa Development Corporation may require additional information to indicate the financial abilities or other factors of the company.

Three methods to submit the Application:

Submit the completed application *by mail*:

Odessa Chamber of Commerce, Economic Development Department
PO Box 3626
Odessa, Texas 79760

Submit the completed application *in person to*:

700 N. Grant, Suite 200
Odessa, Texas 79761
(Bank of America Building)

Submit the completed application via email to: wburnett@odessaecodev.com

This application must be filed with the Odessa Chamber of Commerce, Economic Development Department prior to making public announcement or filing Building Permit with the City. If you have questions about this application, please contact the Economic Development Department at (432) 333-7880.

I. Contact Information

Applicant/Business Name (Exact legal name i.e. Corporation, LLC, Limited Partnership)		
The University of Texas Permian Basin		
Mailing Address		
4901 East University		
Physical Address (If different from mailing address)		
City	**State**	**Zip Code**
Odessa	TX	79762
Phone Number/ Office	**Fax Number**	
4342-552-2100		
Phone Number Cell		
Email Address	**Website**	
sandra.woodley@utpb.edu	https://www.utpb.edu	
Applicant's Representative	**Title**	
Dr. Sandra Woodley	President	

Odessa Development Corporation and the City of Odessa are public entities subject to the Open Records Act (CH. 552, Gov. Code). Applicant waives all rights to confidentiality regarding information it conveys to the Chamber, ODC, and the City of Odessa, unless it identifies in writing the information that is subject to confidentiality and such non-disclosure does not violate the Open Records Act.

_____ _____

Applicant's Signature Date

II. Project Information

1.Description of the Project and Type of Business

As one of the most affordable universities in the United States and a member of the globally respected University of Texas System, the University of Texas Permian Basin (UTPB) serves Odessa, the Permian Basin, and the Great State of Texas by educating tomorrow's talented workforce and future technicians, managers, and leaders. Building on existing partnerships with ODC that promote education in business and technical skills, UTPB will prepare the next generation of innovators to lead the region, with workforce development in advanced manufacturing, material fabrication, product development, and project management. In collaboration with the full array of curriculum and research capacity at UTPB, these applied training programs can promote the diversification of the Odessa economy to make the community more robust, resilient, and appealing to potential industry.

The array of projects covered within the proposal will increase the existing curriculum and additional research opportunities for students. Additionally, students will gain hands-on learning experiences and engage in activities that connect the university to the community, as well as consistent and ongoing internships to help staff local businesses with well-trained employees and managers.

Through this partnership, UTPB will contribute to the Odessa community and ODC economic development goals by creating new manufacturing jobs, growing the tax base, promoting business activity, expanding business compatible with Odessa, diversifying the economy, and building a skilled and educated workforce in Odessa.

The definition of economic development has changed in the past decade. The shortcomings of the models built solely upon providing tax incentives, startup grants, and facilities to businesses have required an updated definition: "Economic development is the expansion of capacities that contribute to the advancement of society through the realization of individuals', firms', and communities' potential. Economic development is the means to achieve sustained increases in prosperity and quality of life realized through innovation, lowered transaction costs, and the utilization of capabilities towards the responsible production and diffusion of goods and services" (Feldman et al.).

In this context, colleges and universities enhance their community and regional competitiveness through many diverse programs including the development of human capital, talent, technology, research, innovation, public policy, and stewardship of the local community. By delivering upon the promise in this proposal, UTPB will continue to show its deep institutional investment in the Odessa community. This unique collaboration between Odessa Development Corporation and UTPB will provide the region with valuable tools to increase the number of students and adults gaining post-secondary credentials needed to meet economic and workforce goals in advanced integrated manufacturing and entrepreneurship. This collaboration also supports the recent growth within the various industrial sectors. Thus, these renewed efforts must develop multiple levels of workers with strong work principles and essential manufacturing-related skills necessary to be successful.

2. The estimated new capital investment for equipment and furniture

100% of the funds will be used to offset faculty salaries, purchase equipment, and for infrastructure investment.

3. Percentage of physical assets purchased in Odessa

All physical asset purchases must be made following State of Texas bidding and contracting requirements.

4. List of new machinery, equipment and other physical assets

Computer numerical controlled lathe, mill, cutter, router, software to convert SolidWorks, AutoCAD, Waterjet cutter machine, Plastic injection molding machine, Manual lathe and mill, Vertical and horizontal saw, Tooling estimator, 3-D printers, Dye-Sublimation Printer, Project Management software, Digital Mixer, Public Address (PA) system, Video recording and editing equipment, and facilities upgrades for the use of all installed equipment.

III. Facility Information

Current Property Values in Odessa		
Building	**Equipment**	
$200,000,000.00	$9,500,000.00	
Address and Legal Description of each location	**Address of Location (New or Expansion) circle one**	
4901 East University, Odessa, Texas 79762	N/A	
Estimated New Capital Investment for Building Construction	**Estimated Dates for Construction**	
	Start:	**Complete:**
Recent Investment = $92,000,000		8/31/2020

IV. Company Information

Description of the Company	Year Established
The University of Texas Permian Basin is a public university located in Odessa, TX. The university provides undergraduate and graduate academic degree programs in five colleges: College of Arts and Sciences, College of Business, College of Education, College of Engineering, and College of Nursing, enrolling approximately 6,000 students.	**1972**

NAICS Code[1]	NAICS Code Description
611310	Colleges, Universities, and Professional Schools

Annual Sales	Annual Sales in Odessa[2]
Approximately $46 million (Education budget)	Approximately $46 million
Projected Increase in sales	**Projected Increase in Odessa sales**
N/A	N/A
Financial & Supplier References	**Length of time applicant commits to Odessa**
State of Texas provides partial financial support.	Indefinitely

Notes

1. **NAICS Code:** North American Industrial Classification Code. The NAICS manual is available for use at the Chamber.
2. **Annual Sales in Odessa:** Estimated sales to Odessa customers. If the company has no Odessa customers, enter "none."

V. Employment Information

List all Current/Transfer Full Time Employees and the Location of employment.
A. Include the number of Salaried workers and Annual Salary for each position.
B. Include the number of Hourly workers with hourly Wage and avg. number of hours.

A. Salaried Employees:

Job Title/Position	Number of Employees	Annual Salary	Job location
Full-time faculty salaries	166	$12.1 million	UTPB

B. Hourly Employees:

Job Title/Position	Number of Employees	Annual Salary	Job location
Part-time faculty salaries	6	$75,430.00	UTPB

List all New Full Time Employees Resulting from Expansion/Relocation and/or New Location in Odessa.
A. Include number of Salaried workers and Annual Salary.
B. Include number of Hourly workers with hourly Wage and avg. number of hours.

A. Salaried Employees:

Job Title/Position	Number of Employees	Annual Salary	Job location

B. Hourly Employees:

Job Title/Position	Wage	Number of Employees	Annual Salary	Job location

Provide Date when Expected to Reach Full Employment (month/year)

Immediate impact upon commitment from ODC.

VI. Economic Development Assistance Request(s)

Financial Assistance Grant Requested from Odessa Development Corp. ($$ Amount)

$2,100,000 ($700,000 per year for 3 years)

How will this funding be used:
The University of Texas Permian Basin seeks a contract agreement with the Odessa Development Corporation in the amount of $2.1 million over 3 years ($700,000 per year) to pay for workforce training provided by select professors and instructors within ODC's preferred NAICS (North American Industry Classification System) sectors. The total employee compensation demonstrates approximately $2.6 million per year that could be partially offset by the Odessa Development Corporation, thereby providing UTPB the opportunity to use previously committed funds toward major initiatives in manufacturing workforce development, research enhancement, and entrepreneurial training.

UTPB will provide ODC with an annual accounting of associated expenditures and updated course offerings.

Additionally, UTPB will provide documentation and certification to ODC showing, after each semester, the total number of on-campus and/or online students served by the UTPB campus completing the courses, with a passing grade. UTPB must comply with the required minimum number for each semester completed at the time of each payment period. UTPB agrees that at least the following number of students will have completed the described courses for each semester:
2020-21: Fall 1,100, Spring 1,000, Summer 300
2021-22: Fall 1,100, Spring 1,000, Summer 300
2022-23: Fall 1,100, Spring 1,000, Summer 300

College of Engineering and College of Business at UTPB
Engineering (ENGR) includes jobs in NAICS Sector 541330 - Engineers from the College of Engineering at The University of Texas of the Permian Basin shape how the world is built—developing industry innovations, leading teams of engineers in new, effective ways, and creating healthy, safe, and modern communities.
Mechanical Engineering (MENG) includes jobs in NAICS Sector 541330 to design components, machines, systems, or processes and analyze their designs using the principles of physics to ensure the product functions safely, efficiently, reliably, and affordably.
Petroleum Engineering (PENG) includes jobs in NAICS Sector 541330 concerned with the development, exploration, conservation, and transportation of oil and gas resources. Petroleum engineers plan and supervise drilling and well-completion programs, design and select drilling and production equipment, estimate reserves, and manage oil and gas properties.
Management (MNGT) includes jobs in NAICS Sector 523 with subsectors 44-45 (Retail Trade) and 551 (Management of Companies and Enterprises), many of which benefit from the training provided in Entrepreneurship education, focusing on new business creation. Only courses offered explicitly for fundamental Business and Entrepreneurship training will be supported by this grant, for example: BUSI 1301 (Business Principles), MNGT 3315 (Developing Management Skills), MNGT 3318 (Small Business Management), MNGT 4330 (Entrepreneurial Leadership), MNGT 4335 (Family Business Strategies). And courses emphasizing manufacturing: MNGT 3307 (Project Management Fundamentals), MNGT 3340 (Production Operations Management), MNGT 3380 (Managing Technology), MNGT 4340 (Operations Analysis and Control, MNGT 4380 (Total Quality Management).

Marketing (MRKT) includes jobs in NAICS Sectors 5416 and 5419, many of which benefit from the training provided in Entrepreneurship education, focusing on new business creation. Only courses offered explicitly for fundamental Business and Entrepreneurship training will be supported by this grant, for example: MRKT 3306 (Retailing and Distribution), MRKT 3307 (Sales Management), MRKT 3304 (Small Business Marketing), MRKT 4307 (Professional Selling), MRKT 4312 (Marketing Strategy),

Tax Abatement Requested from Taxing Entities	First Year of Abatement	Number of Years of Abatement*
□ **Yes** □ **No**		
Other Assistance Requested from City Council: Enterprise Zone Sales Tax Rebate		
□ **Yes** □ **No**		

***Abatement Schedule Requested:** Please refer to the City of Odessa Tax Abatement policy statement to determine the applicable tax abatement schedule, found on page _____ of _____.
Tax abatements are subject to approval from each taxing entity: City of Odessa, Ector County, Ector County Hospital District, and Odessa College.
Ector County Independent School District is excluded from tax abatement by Texas law.

Check list for a Completed Application

Items 1 – 6 of the *printed application, pages 2-6:*

x **1. Contact information.**

x **2. Summary of Project (including detailed description of construction and a detailed list of machinery, equipment and physical assets.)**

X **3. Facility Information**

X **4. Company Information**

X **5. Employment Information to include list of current employees and list of new employees expected to be created.**

x **6. Request for Economic Development Grant and/or Tax Abatement and/or Enterprise Zone City Sales Tax Rebate**

Items to be Submitted by Applicant Existing Enterprise Only

☐ **7. Business Plan, to include Pro Forma financial statement, cash flow forecast and supporting assumptions.**

☐ **8. Prior 2 years and current Year-To-Date financial statements, to include Balance Sheets and Statements of Income & Expenses, and Current Receivable Aging Report.**
Audited financial information is preferred, if available.

☐ **9. Income Tax Returns for prior three years.**

☐ **10. Letter addressing Tax Abatement Minimum Standards *(if applicable)***

☐ **11. Resumé of owner(s) and principal manager(s).**

☐ **12. Personal financial statement required, if an individual owns 20% of the company.**

Items to be Submitted by Applicant New Enterprise Only

☐ **7. Business Plan, to include Pro Forma financial statement, cash flow forecast and supporting assumptions.**

☐ **8. Current Year to Date financial statements for all equity owners including personal financial statement for any individuals and balance sheets and statements of income and expenses for any entities, and current receivables aging report**

☐ **9. Income Tax Returns for prior three years for all equity owners.**

☐ **10. Letter addressing Tax Abatement Minimum Standards *(if applicable)***

☐ **11. Resumé of owner(s) and principal manager(s).**

_____

Applicant's Signature, attesting all information is provided and accurate

This application must be filed with the Odessa Chamber of Commerce, Economic Development Department prior to making public announcement or filing Building Permit with the City. If you have questions about this application, please contact the Economic Development Department at (432) 333-7881.

Revised 08/21/2019

Workforce and Innovation for a Stronger Economy (WISE)

University of Texas Permian Basin

WISE Proposal

Executive Summary:

The University of Texas Permian Basin (UTPB) proposes two strategically connected initiatives aimed at retooling our local workforce and accelerating research and development to promote innovation that will create more jobs and diversify our economy. These efforts are expected to cost $700,000 annually for three years as shown below, for a total of $2.1 million.

1. Workforce Training and Advanced Manufacturing Center – $1.1 Million ($400k in Year 1, $400k in Year 2, $300k in Year 3)
2. Innovation Center/Incubator/Makerspace support for new business start-ups – $1.0 Million ($300k in Year 1; $300k in Year 2, $400k in Year 3)

Overview:

The WISE initiative seeks to advance the regional manufacturing workforce pipeline and create an innovation/incubator center at UTPB. This unique collaboration between Odessa Development Corporation and UTPB will provide the region with valuable tools to increase the number of students and adults gaining post-secondary credentials needed to meet economic and workforce goals. This region has seen dramatic growth within the various industrial sectors, and renewed efforts must develop multiple levels of workers with strong work principles and essential manufacturing-related skills necessary to be successful.

In an effort to support the mission of Odessa Development Corporation, and meet a growing need among local employers, UTPB *WISE initiative* proposes a two-tiered approached as follows:

1. ***Develop multiple school-to-work pipelines*** *(*AutoCAD, Solidworks/Autodesk Inventor, and computer-aided design) *by establishing* ***<u>an advanced manufacturing</u>***

center *that will allow students to participate in work-based learning and gain relevant industry certifications.*

Establish an **innovation center/incubator** that will support new business start-ups and will re-train existing businesses to develop around new technologies and product designs. This work will support research and development, technology transfer, intellectual property, innovation, and student /faculty/community entrepreneurial growth.

Performance Outcomes:

The University will utilize the following metrics to track the success of the program:

- the number of students who participate in the advanced manufacturing center and career exploration activities/job placements
- the number of students in manufacturing programs of study who obtain credentials or industry certifications
- the number of students and faculty who utilize the innovation center
- the number of new patents, copyrights, and business ventures launched from these efforts
- the number of local businesses who are supported in re-design and re-tooling

Project Details:

Workforce Training and Advanced Manufacturing Center (WT-AMC)

In response to the health and socioeconomic impact of COVID-19, and the regional economic downturn associated with the oil and gas industry, UTPB will establish a WT-AMC to provide a short-term retraining and training in AutoCAD, Solidworks/Autodesk Inventor, computer-aided design, and project management to dislocated workers. The WT-AMC will also offer a variety of services to support community projects, senior student design projects, engineering competitions, research and hands-on experiential learning projects, course requirements, and student organizations. The enhanced multi-purpose AMC facility will be equipped with additional machines, including a computer numerical controlled (CNC) lathe and mill, a manual lathe and mill, a vertical and horizontal saw, a

tooling estimator, and a 3-D printer. The CNC machining will utilize software that can convert SolidWorks and AutoCAD data to meet design requirements. The facility will support both faculty and students in design, fabrication, and assembly of testing fixtures and prototypes.

Acquisition of this equipment will significantly enhance UTPB's capacity to respond to community and industry needs and to train and prepare students for the technical workforce and graduate school. These resources will also facilitate I multi-disciplinary collaborative research between faculty and students from the College of Engineering, Arts and Science, Business, and Nursing.

In consultation with academic departments, the WT-AMC Supervisor will establish machine shop safety instructions and specific safe operating procedures for all equipment in the AMC facility. A preventive and routine maintenance plan and calibration schedule for the machines will also be implemented. The impact of the machine shop on faculty and students will be evaluated based on student participation rates and the number of projects completed each academic year.

The WT-AMC will have considerable positive impacts on student learning and training (e.g., senior projects, design competitions, undergraduate research projects) and strengthen institutional infrastructure. Student engagement in innovative, real-world projects has been shown to enhance educational outcomes, improve academic performance, increase retention in STEM fields, and develop invaluable critical thinking and professional skills. Additionally, access to the WT-AMC is expected to result in the development of many undergraduate and graduate research theses, which will be disseminated through publications in peer-reviewed scientific journals, in press releases, and at local and national professional meetings.

We envision four to eight months of training in computer-aided design, CNC machining, and project management. The cohort of students in this program will register in an existing computer-aided design, ENGR 1204, under a separate section from regular UTPB students. The credits earned from this program will be transferable to a degree program if desired. ENGR 1204 is an introduction to sketching to generate two- and three-dimensional drawings based on the conventions of graphical engineering communication; topics include spatial relationships, multi-view projections and sectioning, dimensions,

graphical presentation of data, and fundamentals of computer graphics.

2. Project Management *is aimed at developing an understanding of project management methodology under the ambit of existing standards designed by PMI.* Using such standards, the participants can initiate, efficiently manage, and effectively lead the projects to success. Training topics will include: an introduction to project management and knowledge areas; the role of a project manager; project integration management; project scope management; project schedule management; project cost management; introduction to MS Project; project quality management; project resource management; project communications management; project risk management; project procurement management; and project stakeholder management.

We estimate a 3-year budget for the WT-AMC totaling **$1.1 million: $400,000 in Year 1; $400,000 in Year 2; and $300,000 in Year 3**: Approximately $500,000 will be allocated to the acquisition and installation of CNC plasma, CNC router, lathe, 3D printer, laser cutter, plastic injection molding, waterjet cutter machines, and other related technologies. Additional costs include staffing, project management, training development, operation, and maintenance of the WT-AMC. Included in the first year allocation would be materials and supplies to design and fabricate protective barriers for local businesses to minimize exposure to COVID-19 for researchers, workers, clients and customers.

UTPB Innovation Center/Incubator/Makerspace

The Innovation Center at UTPB project calls for renovations to space on the UTPB campus to house the main location of the proposed LaunchPad, incubator, and makerspace. The 3,500 square foot space, with 1,900 square feet to be renovated, is currently used as library space that is greatly underutilized in the era of online information acquisition. The investment will leverage a commitment from Blackstone Charities to support operations within the facilities, with distributions as projected for August 2020: $60,000; Fall 2020: $117,800; Fall 2021: $140,775; and Fall 2022: $140,750, with some anticipated funding through at least two additional years. The specific goals of the Blackstone Charity support are for deliverables of Student Participation, Entrepreneurship Events, and Student Venture Launches.

This space will also be leveraged for promoting faculty research, development, and technology transfer that can promote the start-up of new businesses. The makerspace will include eight 3-D printers, ranging from entry-level educational to professional sub-industrial printers, encouraging experimentation and design development in a safe, innovative environment. A Dye-Sublimation Printer will enable the quick execution of design ideas and small-scale production for on-campus needs and marketing of events on campus to the broader community. Other technology hardware will facilitate the development of presentation, communication, and engagement skills necessary for the marketing of innovative ideas. AutoCAD and Project Management software will introduce students to tools that integrate technology, production, and management. Audiovisual tools for sound engineering, live performance, and video production include Digital Mixer, Public Address (PA) system, video recording, and editing equipment. The Blackstone Launchpad will provide an environment that encourages entrepreneurial risk-taking, innovation skill development, and ground-level design thinking, resulting in new ideas that offer business opportunities in the local community. This infrastructure investment allows for full funding from Blackstone Charities to promote student programming, engagement, and faculty technology transfer.

Additionally, we estimate a 3-year budget for Blackstone LaunchPad Odessa totaling **$1.0 million – $300,000 in Year 1; $300,000 in Year 2; and $400,000 in Year 3.**

The commitment of **$1,000,000**, spread out over three years will be directed to the following budget areas:

a. $530,000 – Construction and outfitting costs ($400,000 construction, $130,000 Furniture/fixtures/innovation and collaboration spaces);

b. $200,000 – Infrastructure costs (Technology, Audio-Visual, a modular stage for performance and lecture, 3-D and other printing hardware and support)

c. $270,000 – Staffing for makerspace/technology transfer and commercialization/ Research and Development.

Grant Budget Summary

Expenses Line Category	Grant Contract
Workforce Training and Advanced Manufacturing Center	$1,100,000

Innovation Center/Incubator at UTPB	$1,000,000
Grand Total	**$2,100,000**

Utilization of Advanced manufacturing Center

High-tech and start-up companies often rely on universities for development and testing of innovative ideas for their businesses. For instance, Center for Advanced Materials and Manufacturing Innovation (CAMMI) at the University of New Hampshire, and Advanced Manufacturing and Design Center at The University of Texas at Austin. Both centers have been crucial in attracting and supporting high-tech companies to their communities.

The cities of Odessa and Midland, however, does not have such a center to support start-up companies in advanced manufacturing. The Fab Lab at Odessa College is not well-positioned to serve this function. "It plays a crucial role to offer a space where the community of different academic preparation and experience can create and customize almost anything." It was not established with the emphasis of advanced manufacturing, research and development, commercialization of innovation ideas, and supporting high-tech start-ups. Table 1 compares the capabilities of the OC Fab Lab and the proposed AMC.

To diversify our regional economy and attract high-tech businesses, there is a need for community-university-industry partnership to develop an Advanced Manufacturing Center (AMC). It will be utilized all-year- round to support the region's economy in three major ways:

1. **Attract and support manufacturing-related startup companies**: AMC will provide the design, analysis, and testing expertise to support new high-tech businesses. Specifically, it will be used for
   - Fabrication of experimental apparatus for Research Projects
   - Fabricating prototypes for startup companies
   - Service to Industry Partners
     - Material characterization
     - Mechanical testing
     - Synthesize and testing of materials to validate simulation models
     - Design of engineering systems
     - Internship Opportunities
   - Computational Materials Science and their manufacturing.
   - Medical and Healthcare, Environmental Monitoring, Smart City, Wastewater Treatment

2. **Train skilled-workforce in advanced manufacturing**: AMC will be woven into five courses in the UTPB engineering curriculum to train **247 students** per year. This estimated enrollment was based on spring, summer, and fall 2020 enrollment data.

   Teaching Areas
   - MENG 4478: Senior Design (30 students – Flocker and Ibrahim – fall 2020)
   - MENG 3348: Computer Aided Mechanical Design (24 students – Flocker – summer 2020)
   - MENG 3348: Computer Aided Mechanical Design (48 students – Flocker – spring 2020)
   - MENG 4478: Senior Design (30 students – Ibrahim – spring 2020)
   - MENG 3324: Manufacturing Processes (47 students in fall 2020 – Uddin and Ibrahim)
   - ENGR 1204: Engineering Graphics (39 students in spring 2020 – McPherson)
   - ENGR 1204: Engineering Graphics (29 students in summer 2020 – Ibrahim/McPherson)
   - Computer Numerical Control (CNC) programming/G-coding (New Course/Tutorial - Uddin)
   - Basics and advanced projects such as biofuel cells, flexible/printed electronics, paper-based batteries, 3D printed biofuel cells, miniaturized bio photovoltaics, etc.

Research Areas

Provides support to do proof of concept for:

- Miniaturized Microbial fuel Cells (MFCs) and Bio-Photovoltaics (BPVs) for health and environmental monitoring applications
- Self-powered Microbial-based and Enzymatic-based Point-of-Care Biosensors Implantable Biosensors and Biobatteries
- MFC-based Wastewater treatment and toxicity removal
- Local technological expertise to research, develop and manufacturer Wind, Solar, Solar Brine Ponds, and Deep Well Geothermal components.
- Wind new blade technologies and turbine efficiencies,
- Solar - energy storage for dark hours,

3. **Support an all-year-round engineering competitions**: AMC will be utilized to support three national engineering competitions such as the Mini Baja Vehicle, NASA Moon Buggy, and the Electric Vehicle.

Comparison of Odessa College Fab Lab and UTPB Advanced manufacturing Center

	Odessa College Fab Lab https://www.odessa.edu/community/FabLabPermian/index.html	**Advanced Manufacturing Center**
Goals and Impact	The fabrication laboratory, or Fab Lab, is where you can design, create, and customize almost anything. The Lab is accessible to people of all backgrounds and experience levels.	advancing discovery and understanding of advanced manufacturing technologies, increasing access to manufacturing techniques through technology developed from AMC, improving a sustainable framework for the region's economic diversification through manufacturing, and increasing university-industry partnerships and student engagements, to educate future generation of technology leaders, inventors, and entrepreneurs reduce skills gap in the nation's $1.7 trillion manufacturing industry, supports technology incubator and start-up companies, high precision machining, micro and large scale systems pipeline for trained, skilled workers entering the manufacturing sector

Lab Equipment:	laser engravers 3d Printers automated embroidery machine shop bot vinyl cutter precision milling machines pancake bot virtual reality platform	computer numerical controlled (CNC) lathe and mill manual lathe and mill vertical and horizontal saw tooling estimator 3-D printer CNC plasma CNC router laser cutter plastic injection molding waterjet cutter machines mechanical testing – tensile and compression, biaxial tensile testing modeling software – Finite Element Analysis material characterization – scanning electron microscope (available at UTPB)

Benefits of the Workforce and Innovation for a Stronger Economy (WISE) Proposal

An Advanced Manufacturing Center and a Blackstone LaunchPad Innovation Center at the University of Texas Permian Basin (UTPB) are the venues for delivery of the proposed economic diversification opportunities for Odessa, TX, through the Odessa Development Corporation's efforts.

We want to highlight several of the primary new benefits that will emerge from this project:

1. Advanced workforce and entrepreneurial training
2. Facilities for local manufacturers and inventors to safely produce prototypes
3. Community access to scientific, engineering, and business researchers for invention support
4. Continued development of a foundation for UTPB corporate research center
5. Additional UTPB enrollment from the expanded offering of high-demand programs

Benefits of UTPB Advanced Manufacturing Center

High-tech and startup companies often rely on universities to develop innovative ideas for their businesses. Several examples, including the Advanced Manufacturing and Design Center at the UT-Austin, show how higher education institutions play a crucial role in supporting regional manufacturing-based economic development activities.

Currently, the cities of Odessa and Midland currently do not have such a center to support startup companies in advanced manufacturing. The Fab Lab at Odessa College is not well-positioned to serve this function. The lab was not established with the emphasis of advanced manufacturing, research and development, commercialization of innovative ideas, and supporting high-tech startups. Table 1 compares the capabilities of the OC Fab Lab and the proposed AMC.

There is a need for a community-university-industry partnership to develop an Advanced Manufacturing Center (AMC) to expand our regional economy and attract high-tech businesses. This center will be utilized year-round to support the region's economy in three significant ways:

1. *Attract and support manufacturing-related startup companies:* AMC will provide the design, analysis, and testing expertise to support new high-tech businesses. Specific functions include: a. fabrication of experimental apparatus for medical, healthcare, environmental monitoring, and wastewater treatment research projects; b. computational material science and their manufacturing; c. fabricating prototypes for startup companies; d. service to industry partners including material

characterization, mechanical testing, synthesizing and testing of materials to validate simulation models, design of engineering systems, and internship opportunities.

2. Train skilled-workforce in advanced manufacturing: The AMC will be woven into seven courses and related hands-on-experience in the UTPB engineering curriculum to train a minimum of 250 students per year. This estimated enrollment was based on Spring, Summer, and Fall 2020 enrollment data.

- MENG 4478: Senior Design (0 students – Flocker and Ibrahim – Fall 2020)
- MENG 3348: Computer-Aided Mechanical Design (24 students – Flocker – Summer 2020)
- MENG 3348: Computer-Aided Mechanical Design (48 students – Flocker – Spring 2020)
- MENG 4478: Senior Design (30 students – Ibrahim – Spring 2020)
- MENG 3324: Manufacturing Processes (47 students in Fall 2020 – Uddin and Ibrahim)
- MENG 3351: Heat Transfer (22 students in Spring 2020 - Arbabi)
- ENGR 1204: Engineering Graphics (39 students in Spring 2020 – McPherson)
- ENGR 1204: Engineering Graphics (29 students in Summer 2020 – Ibrahim/McPherson)
- ENGR 2301: Engineering Mechanics Statics (47 students in Spring 2020 and Fall 2020 – Konero and Bravo)
- PENG 4410: Senior Design (32 Students in Spring 2020 and Fall 2020 - Harouka)
- Computer Numerical Control (CNC) programming/G-coding (New Course/Tutorial - Uddin)
- Machining (New Course – TBD)
- Basics and advanced projects such as biofuel cells, flexible/printed electronics, paper-based batteries, 3D printed biofuel cells, miniaturized bio photovoltaics, etc.

3. Research Areas: Provides support to do a proof of concept for the following manufacturing industries.

- Miniaturized microbial fuel cells (MFCs) and Bio-Photovoltaics (BPVs) for health and environmental monitoring applications
- Self-powered Microbial-based and Enzymatic-based Point-of-Care Biosensors, Implantable Biosensors, and Bio-batteries
- MFC-based Wastewater treatment and toxicity removal
- Local technological expertise to research, develop and manufacture wind, solar, solar brine ponds, and deep well geothermal components

- Wind new blade technologies and turbine efficiencies
- Solar energy storage for dark hours

4. *Support annual engineering competitions: a year-round engineering competition:* The AMC will be utilized to support three national engineering competitions, such as the Mini Baja Vehicle, NASA Moon Buggy, and the Electric Vehicle.

Uniqueness of the UTPB Advanced Manufacturing Center compare to Odessa College Fab Lab

	UTPB AMC	**Odessa College Fab Lab**
Goals and Impact	• Advancing discovery and understanding of advanced manufacturing technologies • Increasing access to manufacturing techniques through technology developed from AMC • Improving a sustainable framework for the region's economic diversification through manufacturing • Strengthening university-industry partnerships and student engagements, educating the future generation of technology leaders, inventors, and entrepreneurs to reduce the skills gap in the nation's $1.7 trillion manufacturing industry • Supports technology incubator and start-up companies, high-precision machining, micro- and large-scale systems pipeline for trained, skilled workers entering the manufacturing sector	• The fabrication laboratory, or Fab Lab, is where you can design, create, and customize almost anything. • The Lab is accessible to people of all backgrounds and experience levels.

Available/ Proposed Equipment	• Computer numerical controlled (CNC) lathe and mill • Manual lathe and mill • Vertical and horizontal saw • Tooling estimator • 3D printer • CNC plasma • CNC router • Laser cutter • Plastic injection molding • Waterjet cutter machines • Mechanical testing – tensile and compression, biaxial tensile testing • Modeling software – Finite Element Analysis • Material characterization – scanning electron microscope	• Laser engravers • 3D Printers • Automated embroidery machine • Shop bot • Vinyl cutter • Precision milling machines • Pancake bot • Virtual reality platform

Benefit of UTPB LanchPad Innovation Center

The Blackstone Foundation is motivated to promote the entrepreneurial advancement of communities, and one of its programs for this purpose is support for Blackstone LaunchPad programming on university campuses. Recently UTPB received an initial award to establish an innovation Launchpad on our campus. The funding provided by Blackstone is targeted to specific program outcomes. Thus, Blackstone's level of funding is insufficient to achieve the proposed impactful results, barring investment by the university and partners for infrastructure and equipment. If relied solely on Blackstone LaunchPad funding, UTPB can establish a narrow, student-focused program with limited capacity to integrate the technical and scientific skills needed to innovate at scale. However, the ability to push venture ideas from concept to business and patentable outcomes requires this infrastructure to be in place. Accomplishing this innovation for the local economy and infrastructure, built within the programming for entrepreneurial development at UTPB, is a critical component. In this context, additional support from ODC will allow UTPB to move forward efforts in diversifying the business and economic base of Odessa and the region.

Working with ODC, the efforts of UTPB can expand to impact a greater number of students and the Odessa community. For instance, the support will allow the Small Business Development Center, which receives funding from ODC, to provide evening consulting hours on the UTPB campus. Thus, the ability to facilitate goals to invigorate the Odessa economy is reliant upon funding for the full infrastructure (equipment, technology transfer expertise, scientific research collaboration) that is available in partnership with the UTPB.

UTPB LaunchPad affiliated support to the Odessa region:

1. *Train a skilled workforce with entrepreneurial talent:* Multiple courses in the UTPB entrepreneurship curriculum train at least **317 students** per year. This baseline estimate enrollment was collated from Spring, Summer, and Fall 2020 enrollment data.
    - BUSI 1301: Business Principles (138 students – Carrigan and Peckham)
    - MNGT 3318: Small Business Management (72 students – Verlei)
    - MNGT 3315: Developing Management Skills (131 students – Akah and Fannin)
    - MNGT 4330: Entrepreneurial Leadership (107 students – Peckham)
    - MNGT 4335: Family Business Strategies (N/A students)
    - More courses will be added with the initiation of the UTPB Bachelor's degree in Management with a concentration in Entrepreneurship (Fall 2021).

2. Train a skilled workforce for managing manufacturing operations: Multiple courses in the UTPB Management curriculum train at least 300 students per year. This baseline estimate enrollment was collated from Spring, Summer, and Fall 2020 enrollment data:

- MNGT 3307: Project Management Fundamentals (94 Students - Sirisomboonsuk)
- MNGT 3340: Production Operations Management (195 Students – Sirisomboonsuk and Xie)
- MNGT/ITEC 3380: Managing Technology (82 Students - Morrison)
- MNGT/ITEC 4380: Total Quality Management (148 Students – Morrison and Delay)

3. Research Areas: Provides support for innovation through following activities.

- Business activity (creation and employment) analysis for Odessa and the Permian Basin
- Pedagogy for entrepreneurship development in university and community programs
- Integration of creative arts, technical, and business curriculum in skills development for the workforce
- Operations management for advanced manufacturing

4. Support Student Venture Competitions: As part of Blackstone LaunchPad programs at UTPB, a Student Venture Competition is a required activity, with potential co-branding with Odessa Development Corporation and direct business idea support from ODC.

Uniqueness of the UTPB Innovation LaunchPad compared to Odessa College Fab Lab

	UTPB Innovation LaunchPad	**Odessa College Fab Lab**
Goals and Impact	• Advancing concept discovery and development • Access to scientific, research, and technology transfer expertise • Providing a sustainable framework for the region's economic diversification • Increasing university-industry partnerships and student engagement • To educate future generation of technology leaders, inventors, and entrepreneurs • Supports business incubator and start-up companies	• The fabrication laboratory, or Fab Lab, is where you can design, create, and customize almost anything. • The Lab is accessible to people of all backgrounds and experience levels.
Available/ Proposed Equipment	• Computer numerical controlled (CNC) lathe and mill • 3D printers • Dye-sublimation printer • Project development software – AutoCad and Microsoft Project • Digital Mixer • Public Address System • Video Recording and Editing	• Laser engravers • 3D Printers • Automated embroidery machine • Shop bot • Vinyl cutter • Precision milling machines • Pancake bot • Virtual reality platform

CITY OF ODESSA
CITY COUNCIL AGENDA ITEM

Meeting Date:	08/25/2020	Item Type:
Contact:	Cindy Muncy	Regular Resolution
Department:	City Manager's Office	

Finance Committee Review? Yes

CAPTION

Consider a resolution establishing a maximum Tax Rate of $0.477115 for Fiscal Year 2020-21. (RESOLUTION)

SUMMARY OF ITEM

This item proposes a maximum Tax Rate of $0.477115 per $100 valuation for fiscal year 2020-21. The proposed rate is equal to the No-New-Revenue rate of $0.477115, lower than the Voter-Approval rate of $0.481917 and represents a $0.000514 rate increase compared to last year's adopted tax rate of $0.476601.

Due to the proposed tax rate being equal to the No-New-Revenue tax rate no public hearings are required.

The first vote on the tax rate will occur on September 8, 2020.

The final vote on the proposed tax rate will occur on September 15, 2020

FISCAL IMPACT? No

Comments:

Supporting Documents:	Other Departments, Boards, Commissions or Agencies:
2R-610 Establishing Proposed Tax Rate 2020-21.pdf	

RESOLUTION NO. 2020R-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ODESSA, TEXAS, ESTABLISHING A PROPOSED TAX RATE OF 47.7115 CENTS PER $100 VALUATION FOR FY 2020-21; CONSIDERING A PROPOSAL TO SET A TAX RATE GREATER THAN THE EFFECTIVE TAX RATE AS ESTABLISHED UNDER SECTION 26.06 OF THE PROPERTY TAX CODE; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the City plans to adopt a tax rate of 47.7115 cents per $100 valuation for 2020-21, the same compared to last year's tax rate; and

WHEREAS, the law requires certain notices and procedures under such circumstances; and

WHEREAS, the final vote on the proposed tax rate is scheduled for September 15, 2020;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ODESSA, TEXAS:

Section 1. That the City of Odessa is establishing a proposed tax rate of 47.7115 cents per $100 valuation which is the same compared to last year's tax rate.

Section 2. That the individual taxes paid may increase or decrease, depending on the change in the taxable value of the property in relation to the change in taxable value of all other property.

Section 3. That this resolution shall be effective at the time of its adoption.

The foregoing resolution was approved and adopted on the 25th day of August, A.D., 2020, by the following vote:

Michael K. Shelton

Dewey Bryant

Detra White

Tom Sprawls

Mari Willis

Peggy Dean

David R. Turner

Approved the 25th day of August, A.D., 2020.

_____
David R. Turner, Mayor

ATTEST:

_____
Norma Aguilar-Grimaldo, City Secretary

APPROVED AS TO FORM:

_____
Natasha L. Brooks, City Attorney

CITY OF ODESSA
CITY COUNCIL AGENDA ITEM

Meeting Date:	08/25/2020	Item Type:
Contact:	Cindy Muncy and Robert Carroll	Regular Resolution
Department:	City Manager And City Attorney	

Finance Committee Review? Yes

CAPTION

Consider approval of the annual budget and economic development contractor agreements of the Odessa Development Corporation for FY 2020-2021. (Resolution)

SUMMARY OF ITEM

Pursuant to the Bylaws of the Odessa Development Corporation, the Board shall annually adopt a proposed budget of expected revenues and proposed expenditures for the ensuing fiscal year which shall contain such classifications and shall be in such form as may be prescribed from time to time by the Council. The budget shall not be effective until approved by the Odessa City Council. The ODC Board approved the budget during their regular meeting on August 13, 2020.

Pursuant to the General Development Plan of the Odessa Development Corporation, the Board has accepted proposals from ODC's economic development contractors for FY 2020-21021. At their June 11, 2020, meeting, the ODC Board approved the form of the Economic Development Contractor Agreement and at their August 13, 2020, meeting, the ODC Board approved contracts for seven (7) Economic Development Contractors.

This item will approve the budget, the form of contract and seven (7) economic development contracts as follows:

City of Odessa	$205,349
CVA Marketing	$894,294
Odessa Chamber of Commerce	$973,605
MOTRAN	$142,500
Odessa Hispanic Chamber of Commerce	$50,000
Odessa Black Chamber of Commerce	$50,000
UTPB-Small Business Development Center	$108,183

FISCAL IMPACT? No

Comments:

Supporting Documents:	Other Departments, Boards, Commissions or Agencies:
5r-113 ODC Budget FY 2020-2021.pdf ODC 20-21 Proposed Budget.pdf 5r-115 ODC Annual Contracts FY 2020-2021.pdf 2020-2021 ODC Contractor Agreement FORM.pdf	

RESOLUTION NO. 2020R-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ODESSA, TEXAS, APPROVING THE BUDGET OF THE ODESSA DEVELOPMENT CORPORATION FOR THE FISCAL YEAR 2020-2021; APPROVING THE FINDINGS OF FACT; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, pursuant to the Bylaws of the Odessa Development Corporation, the Board shall annually adopt a proposed budget of expected revenues and proposed expenditures for the ensuing fiscal year; and

WHEREAS, the budget shall contain such classifications and shall be in such form as may be prescribed from time to time by the Council; and

WHEREAS, the budget shall not be effective until the same has been approved by the Odessa City Council; and

WHEREAS, the ODC Board approved the attached budget during their regular meeting on August 13, 2020;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ODESSA, TEXAS:

Section 1. That the statements of fact in the Preamble are found to be true and correct and are approved as findings.

Section 2. That the budget of the Odessa Development Corporation for the fiscal year 2020-2021, attached hereto as Exhibit A, is hereby approved.

Section 3. That this resolution shall be effective at the time of its adoption.

The foregoing resolution was approved and adopted on the 25th day of August, A.D., 2020, by the following vote:

Michael K. Shelton, Sr.	___
Dewey Bryant	___
Detra White	___
Tom Sprawls	___
Mari Willis	___
Peggy Dean	___
David R. Turner	___

Approved this the 25th of August, A.D., 2020.

_____
David R. Turner, Mayor

ATTEST:

_____
Norma Aguilar-Grimaldo, City Secretary

APPROVED AS TO FORM:

_____
Natasha Brooks, City Attorney

ODC RESOLUTION NO. ___
EXHIBIT "A"

ODESSA DEVELOPMENT CORPORATION
FY 2020-21 Proposed Revenues and Expenditures Budget Summary

DRAFT BUDGET
New amounts proposed from Draft Budget

	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-2020 Approved Budget	FY2020-2021 Proposed Budget	Change from Prev. Year	
Revenues									
Sales Tax	$ 9,329,338	$ 7,679,466	$ 9,616,257	$ 13,566,694	14,731,649	$ 12,000,000	$ 9,500,000	1	
Incentives Returned	-	-	-	-	449,888	-	-		
Investment Income	145,421	224,602	371,613	632,577	1,441,451	300,000	150,000	1	
Total Revenue	9,474,759	7,904,068	9,987,870	14,199,271	16,622,988	12,300,000	9,650,000		
Expenditures									
Audit & Compliance Services	23,000	24,200	27,388	26,600	34,050	35,000	38,000	2	
Bank Services	3,791	6,490	7,178	6,424	7,386	6,000	6,000	2	
City of Odessa	75,115	123,597	229,221	229,221	205,349	205,349	205,349	3	
Contingencies	44,549	-	-	-	-	100,000	100,000	2	
Insurance		-	2,212	11,058	15,000	15,000	**16,262**	2	
Special Services	34,170	5,000	382,074	50,477	56,199	75,000	75,000	4	
Supplies and Materials	517	75	1,332	2,165	360	1,500	1,500	2	
Transportation and Memberships	-	-	-	-	-	-	-		
Capital Outlay/Data Processing Equipment	-	-	-	3,501	-	-	-		
Contracted Economic Development Services									
Odessa Chamber of Commerce	729,833	755,777	800,000	766,607	807,341	852,280	973,605	5	
Odessa Hispanic Chamber of Commerce-MI		157,901	62,679	59,784	-	-	-		
MOTRAN	77,324	83,756	85,025	89,656	170,000	142,500	**142,500**	7	
UTPB-SBDC	-	47,500	47,500	97,065	111,294	98,794	108,183	8	
Promotional									
Marketing - CVA	348,597	248,252	682,545	630,040	590,653	645,865	**894,294**	9	
UTPB-SBDC/Entrepreneurial Contest	-	-	-	260,000	381,720	422,632	**-**	10	
Odessa Hispanic Chamber of Commerce	115,150	95,181	132,994	92,080	-	-	**50,000**	6	
Odessa Black Chamber of Commerce						-	**50,000**		
Facade	-	-	-	20,000	49,840	250,000	**100,000**	11	
Sub Total of Expenditures	1,452,046	1,547,729	2,460,148	2,344,678	2,429,192	2,849,920	2,760,693		
Business Incentives	2,383,020	12,691,423	4,686,501	2,543,543	8,479,125	52,000,000	50,000,000	13	A
Infrastructure Grants	-	-	-	-	67,789	100,000	100,000	12	
Total Expenditures	3,835,066	14,239,152	7,146,649	4,888,221	10,976,106	54,949,920	52,860,693		
Revenues Over (Under) Expenditures	5,639,693	(6,335,084)	2,841,221	9,311,050	5,646,882	(42,649,920)	(43,210,693)		
Prior Period Adjustment	-	1,857,456	-	-		-	-		
Beginning Fund Balance	33,395,221	39,034,914	34,557,286	37,398,507	46,709,557	52,356,449	52,356,439		
Ending Fund Balance	$ 39,034,914	$ 34,557,286	$ 37,398,507	$ 46,709,557	52,356,439	$ 9,706,529	$ 9,145,746		

Notes/Assumptions:

1. Sales tax revenue will be reduced due to the local economy and recent sales tax receipts - investment income will be down due to lower interest rates

2. No change - expenditures should hold about the same with an slight increase for Audit/Compliance services and insurance

3. The City will utililize the third party consultant's prior cost allocation plan again this year to determine the administrative charge

4. Special Servieces - to be used at Board's descretion

5. Increase in request due to $120,000 community strategies and small operating costs increase

6. OHCC's plan to partner w/OCC to compliment and interface with the services provided by OCC-services more fully described in proposal

7. Decrease of 3.86%

8. Slight increase in the budget - salaries and fringe benefits

9. Reflects a large increase - 61.69% increase-inludes $257,960 for the "Permian Fuels America"

10. $350,000 in awards, $40,000 in marketing, $36,924 admin. Fees - $4,292 increase over the prior year

11. Amount to be considered for Facade Grants - lowered by $50,000

12. Same as prior year

13. Subject to change - Business Incentives are traditionally budgeted at maximum amount - amounts reserved in fund balance will be charged to the businees incentive expense line item at the time it is paid out - the TXDOT and Workforce Housing expenses will also be charged to this line item

2021 Business Incentives Budget		$ 50,000,000	A
Reserves - Incentives Grants Awarded	$ 11,858,540		
2020 Incentive Grants to be Paid	**3,107,464**		
Remaining Reserves to be paid thru 20		8,751,076	
Assigned - TXDOT		**11,072,220**	
Assigned - Workforce Housing Infrastructure Incentives		**5,000,000**	
Balance of 2020 Business Incentive Budget Available for New Incentives Agreements		$ 25,176,704	

Promotional limit (10% of revenue for 2020-2021)	950,000
Marketing-CVA	(894,294)
UTPB-SBDC/Entrepreneurial Contest	-
Hispanice Chamber of Commerce	(50,000)
Black Chamber of Commerce	(50,000)
Façade Grant program	(100,000)
	(144,294)
Rollover available	766,846
Remaining balance after budget	622,552

this is subject to change based on actual results of spending for the current fiscal year we are in now-currently based on what was budgted

ODESSA DEVELOPMENT CORPORATION
FY 2020-21 Proposed Revenues and Expenditures Budget Summary

	FY 2014-2015 Actual	FY 2015-2016 Actual	FY 2016-17 Actual	FY 2017-18 Actual	FY 2018-19 Actual	FY 2019-2020 Approved Budget	FY2020-2021 Proposed Budget	Change from Prev. Year	
Revenues									
Sales Tax	$ 9,329,338	$ 7,679,466	$ 9,616,257	$ 13,566,694	14,731,649	$ 12,000,000	$ 9,500,000	1	
Incentives Returned	-	-	-	-	449,888	-	-		
Investment Income	145,421	224,602	371,613	632,577	1,441,451	300,000	150,000	1	
Total Revenue	9,474,759	7,904,068	9,987,870	14,199,271	16,622,988	12,300,000	9,650,000		
Expenditures									
Audit & Compliance Services	23,000	24,200	27,388	26,600	34,050	35,000	38,000	2	
Bank Services	3,791	6,490	7,178	6,424	7,386	6,000	6,000	2	
City of Odessa	75,115	123,597	229,221	229,221	205,349	205,349	205,349	3	
Contingencies	44,549	-	-	-	-	100,000	100,000	2	
Insurance		-	2,212	11,058	15,000	15,000	16,262	2	
Special Services	34,170	5,000	382,074	50,477	56,199	75,000	75,000	4	
Supplies and Materials	517	75	1,332	2,165	360	1,500	1,500	2	
Transportation and Memberships	-	-	-	-	-	-	-		
Capital Outlay/Data Processing Equipment	-	-	-	3,501	-	-	-		
Contracted Economic Development Services									
Odessa Chamber of Commerce	729,833	755,777	800,000	766,607	807,341	852,280	973,605	5	
Odessa Hispanic Chamber of Commerce-MI		157,901	62,679	59,784	-	-	-		
MOTRAN	77,324	83,756	85,025	89,656	170,000	142,500	142,500	7	
UTPB-SBDC	-	47,500	47,500	97,065	111,294	98,794	108,183	8	
Promotional									
Marketing - CVA	348,597	248,252	682,545	630,040	590,653	645,865	894,294	9	
UTPB-SBDC/Entrepreneurial Contest	-	-	-	260,000	381,720	422,632	-	10	
Odessa Hispanic Chamber of Commerce	115,150	95,181	132,994	92,080	-	-	50,000	6	
Odessa Black Chamber of Commerce						-	50,000	14	
Facade	-	-	-	20,000	49,840	250,000	100,000	11	
Sub Total of Expenditures	1,452,046	1,547,729	2,460,148	2,344,678	2,429,192	2,849,920	2,760,693		
Business Incentives	2,383,020	12,691,423	4,686,501	2,543,543	8,479,125	52,000,000	50,000,000	13	A
Infrastructure Grants	-	-	-	-	67,789	100,000	100,000	12	
Total Expenditures	3,835,066	14,239,152	7,146,649	4,888,221	10,976,106	54,949,920	52,860,693		
Revenues Over (Under) Expenditures	5,639,693	(6,335,084)	2,841,221	9,311,050	5,646,882	(42,649,920)	(43,210,693)		
Prior Period Adjustment	-	1,857,456	-	-		-	-		
Beginning Fund Balance	33,395,221	39,034,914	34,557,286	37,398,507	46,709,557	52,356,449	52,356,439		
Ending Fund Balance	$ 39,034,914	$ 34,557,286	$ 37,398,507	$ 46,709,557	52,356,439	$ 9,706,529	$ 9,145,746		

Notes/Assumptions:

1. Sales tax revenue will be reduced due to the local economy and recent sales tax receipts - investment income will be down due to lower interest rates

2. No change - expenditures should hold about the same with an slight increase for Audit/Compliance services and insurance

3. The City will utililize the third party consultant's prior cost allocation plan again this year to determine the administrative charge

4. Special Servieces - to be used at Board's descretion

5. Increase in request due to $120,000 community strategies and small operating costs increase

6. OHCC's plan to partner w/OCC to compliment and interface with the services provided by OCC-seen more as marketing by the Board

7. Proposes a decrease of 3.86% but the Board elected to leave their contract amount the same as the prior year.

8. Slight increase in the budget - salaries and fringe benefits

9. Reflects a large increase - 61.69% increase-inludes $257,960 for the "Permian Fuels America"-at presentation to the Board, CVA reduced the request by $150,000

10. $350,000 in awards, $40,000 in marketing, $36,924 admin. Fees - $4,292 increase over the prior year- Board did not fund at this time-would like to review the program

11. Amount to be considered for Facade Grants - lowered by $150,000

12. Same as prior year

13. Subject to change - Business Incentives are traditionally budgeted at maximum amount - amounts reserved in fund balance will be charged to the businees incentive expense line item at the time it is paid out - the TXDOT and Workforce Housing expenses will also be charged to this line item

14. First year submission - more geared towards marketing according to the Board

2021 Business Incentives Budget		$ 50,000,000	A
Reserves - Incentives Grants Awarded	$ 11,858,540		
2020 Incentive Grants to be Paid	**3,107,464**		
Remaining Reserves to be paid thru 20		8,751,076	
Assigned - TXDOT		**11,072,220**	
Assigned - Workforce Housing Infrastructure Incentives		**5,000,000**	
Balance of 2020 Business Incentive Budget Available for New Incentives Agreements		$ 25,176,704	

Promotional limit (10% of revenue for 2020-2021)	950,000
Marketing-CVA	(894,294)
UTPB-SBDC/Entrepreneurial Contest	-
Hispanice Chamber of Commerce	(50,000)
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Façade Grant program	(100,000)
	(144,294)
Rollover available	766,846
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RESOLUTION NO. 2020R-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ODESSA, TEXAS, APPROVING THE ECONOMIC DEVELOPMENT CONTRACTOR AGREEMENT FORM AND ECONOMIC CONTRACTOR AGREEMENTS FOR THE FISCAL YEAR 2020-2021; APPROVING THE FINDINGS OF FACT; AUTHORIZING THE CITY MANAGER TO EXECUTE SAID AGREEMENTS; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, pursuant to the General Development Plan of the Odessa Development Corporation, the Board has accepted Proposals from ODC's economic development contractors for the 2020-21021 fiscal year; and

WHEREAS, at the June 11, 2020, meeting of the ODC Board, the form of the Economic Development Contractor Agreement was reviewed, discussed and approved; and

WHEREAS, at the August 13, 2020, meeting of the ODC Board, the Proposals were reviewed, discussed and approved; and

WHEREAS, based on the Proposals, seven (7) Economic Development Contractor Agreements ("Agreements") have been prepared and are ready for execution by the contractors; and

WHEREAS, the Agreements shall not be effective until the same has been approved by the Odessa City Council;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ODESSA, TEXAS:

Section 1. That the statements of fact in the Preamble are found to be true and correct and are approved as findings.

Section 2. That the proposed form of the Economic Development Contractor Agreement is hereby approved.

Section 3. That the following Economic Development Contractor Agreements for the 2020-2021 fiscal year are hereby approved:

1.	City of Odessa	$205,349
2.	CVA Marketing	$894,294
3.	Odessa Chamber of Commerce	$973,605
4.	MOTRAN	$142,500
5.	Odessa Hispanic Chamber of Commerce	$50,000
6.	Odessa Black Chamber of Commerce	$50,000
7.	UTPB-Small Business Development Center	$108,183

Section 4. That the City Manager or his designee is hereby authorized to execute the Agreements.

Section 5. That this resolution shall be effective at the time of its adoption.

The foregoing resolution was approved and adopted on the 25th day of August, A.D., 2020, by the following vote:

Michael K. Shelton, Sr.	___
Dewey Bryant	___
Detra White	___
Tom Sprawls	___
Mari Willis	___
Peggy Dean	___
David R. Turner	___

Approved this the 25th of August, A.D., 2020.

_____
David R. Turner, Mayor

ATTEST:

_____
Norma Aguilar-Grimaldo, City Secretary

APPROVED AS TO FORM:

_____
Natasha Brooks, City Attorney

STATE OF TEXAS §

COUNTY OF ECTOR §

ECONOMIC DEVELOPMENT CONTRACTOR AGREEMENT
<COMPANY>

WHEREAS, the Odessa Development Corporation, a Type A Taxing Corporation, (hereinafter referred to as "ODC") with City Council approval, has adopted a General Development Plan and has received Proposals to accomplish the action steps described in the General Development Plan; and

WHEREAS, <Company> (hereinafter referred to as "Contractor") submitted a Proposal to the Odessa Development Corporation for such economic development purposes and the funds for such proposal have been appropriated for the fiscal year 2020-2021; and

WHEREAS, the primary purpose of Contractor is to <describe primary purpose> and to assist ODC in the expansion and creation of new Economic Development in the area; and

WHEREAS, this is an eligible cost as defined in Section 504.102, Texas Local Government Code; and

WHEREAS, the parties have agreed on the terms and conditions and have set forth such terms and conditions in this Agreement; and

NOW, THEREFORE, ODC and Contractor, do hereby agree as follows:

ARTICLE I
ECONOMIC DEVELOPMENT PROGRAM

1.1 **General.** Contractor shall provide the economic development services as provided herein and in Exhibits "A" (budget) and "B" (description) which documents are incorporated herein by reference. Such program shall be referred to herein as the "Economic Development Program". Contractor shall comply with the Economic Development Corporation Act, Chapters 501 and 504, of the Texas Local Government Code.

1.2 **General Development Plan Amendments/Additional ODC Tasks.**

.1 Contractor understands and agrees that the ODC Board of Directors may consider amendments to the adopted General Development Plan during this fiscal year regarding the goals, objectives, action steps and tasks to be performed by each of the ODC Contractors. If amendments are proposed and adopted by the ODC Board of Directors and the City Council, Contractor shall comply with that Amended General Development Plan in lieu of that set forth in this Agreement for the remainder of the Agreement period.

.2 Contractor understands and agrees that the ODC Board may request and require additional specific tasks of Contractor during this fiscal year that are not included in the General Development Plan but are deemed necessary by the ODC Board in furtherance of the ODC's goals and objectives.

SAMPLE

.3 If the amendments are made to the General Development Plan or the ODC Board of Directors requires additional tasks not included in this Agreement that are not covered by the attached Budget, Contractor shall prepare an amended Budget and request the ODC Board of Directors to consider such amendments to Contractor's Budget prior to undertaking the additional tasks.

1.3 **Term and Termination.**

.1 This Agreement shall become effective on October 1, 2020, and shall terminate on September 30, 2021.

.2 In the event that Contractor violates the terms or conditions of this Agreement, or fails to provide the agreed services, ODC, with City Council approval, may terminate this Agreement under the following conditions:

i. ODC shall provide written notice of the violations or failures to Contractor. Contractor shall have thirty (30) days to cure the violations or failures to the satisfaction of ODC or to file a written response with the secretary for ODC Board.

ii. If Contractor fails to cure or to file a written response within such 30-day period, ODC, with City Council approval, may terminate this Agreement immediately.

iii. If a written response is filed, ODC shall set a hearing before the Board and provide notice to Contractor. After consideration of the response and the testimony at the hearing, ODC may declare if there has or has not occurred the stated violations or failures. If the Board finds that such violations or failures have occurred, it shall give Contractor an additional thirty (30) days written notice and an opportunity to cure to the satisfaction of ODC. If not cured within such period, ODC, with City Council approval, may terminate this Agreement immediately. Contractor may terminate this agreement upon thirty (30) days written notice to ODC before the expenditure of sales tax funds. Upon this termination, Contractor shall be required to return any unexpended funds received to ODC.

ARTICLE II
FUNDING

2.1 **Economic Development Sales Tax.** ODC's obligation to fund the services required herein shall be paid solely from the Economic Development Sales Tax and shall not be a charge on any other fund or require the levy of a tax.

2.2 **Payment.** ODC shall pay to the Contractor the sum of _____ Dollars ($_____) to be used solely for the purpose of conducting the Economic Development Program. ODC shall dispense funds to the Contractor by paying one quarter of the total on or before October 10, January 10, April 10, and July 10.

2.3 **Other Sources.** It is understood and agreed that Contractor will obtain the balance of needed funds from other sources. Contractor may perform services that are not eligible for expenditure of funds by ODC but the percentage of Economic Development Corporation funds received must not exceed the percentage of eligible services performed by Contractor.

SAMPLE

2.4 **In-Kind Services.** Contractor shall contribute certain in-kind services to the Economic Development Program. For the purposes of this Agreement, "in-kind services" shall mean the services or use of Contractor officers, employees, buildings, equipment or other facilities that are not acquired, designated and used exclusively in connection with the Economic Development Program. No charges for in-kind services shall be made against the account or funds mentioned in this Agreement. Reimbursement for any such in-kind services may be spent only if provided for in the attached exhibits.

2.5 **Changes in Program.** ODC through its Board may request, from time to time, changes in the scope or focus of the activities conducted or to be conducted by Contractor pursuant to this Agreement. Any change which varies significantly from the scope of services set out in Exhibit "B" and would entail a significant increase in cost or expense to Contractor shall be mutually agreed on by Contractor, the ODC Board of Directors and City Council.

ARTICLE III
REPORTING REQUIREMENTS

3.1 **Budget and Financial Reporting.**

.1 Contractor shall comply with the approved annual contractor budget during the term of this Agreement, copies of which are attached as Exhibit "A."

.2 On or before the 25th day of each month during the term of this Agreement, Contractor shall make and send to each member of the ODC Board of Directors, the City Council, ODC Treasurer, City Attorney, and file with the City Secretary, a report showing an accounting of all funds received and expended under this Agreement in relation to the authorized budget items shown in Exhibit "A" during the preceding month. Said report shall also show the cumulative expenses and revenues for the preceding month together with all prior months covered by this Agreement. Failure to submit this report within 15 days of its due date might result in the termination of all payments by ODC until all of the reporting requirements have been brought into compliance.

.3 Contractor shall maintain complete and accurate financial records of each expenditure of Economic Development Program funds made by it. The general method of financial record keeping and reporting proposed by the Contractor to be used in complying with the requirements of this Agreement shall be submitted to and approved by the ODC Board of Directors. The sufficiency of detail of any activity or financial report required by this Agreement shall be determined by the ODC Board of Directors. All of the Contractor's records pertaining to and related with the activities and funds under the Economic Development Program shall be available for inspection by the ODC Board of Directors, City Council, the Treasurer of ODC, designated auditor and City Manager of the City of Odessa at any time during Contractor's normal office hours. The revenue provided by ODC under this Agreement shall be maintained by Contractor in a separate account established for that purpose and shall not be co-mingled with any other money or maintained in any other account.

SAMPLE

3.2 **Activity Reporting.**

.1 Contractor shall provide a monthly activity report in writing to ODC, to confirm that the public purpose for which the funds are made available is being accomplished and shall present a verbal summary at ODC's monthly meetings.

.2 Where determined necessary by the Contractor in order to avoid prejudicing the opportunity to attract new and additional industries to Odessa or to accomplish the expansion of existing industries, it shall be acceptable to use a coding system in connection with the records and reports required under this Agreement in order to temporarily keep confidential the identity of such industrial enterprises.

.3 In this connection, however, details and specific information regarding all activities under the Economic Development Program, including the identity of all industrial enterprises involved, shall be maintained by the Contractor and shall be available to the ODC's and City of Odessa's auditors in performing the audit of the funds involved in the Economic Development Program hereinafter required.

3.3 **Informal Reporting.**

.1 The Activity Reporting Requirements outlined in this Article are for the purpose of providing information to meet the very basic exchange of information. However, to be efficient in the use of economic development funds, to compete in the open market for jobs, to be able to respond to issues and economic development opportunities in a timely manner, to make decisions regarding goals, objectives and priorities and to foster the necessary teamwork between ODC and Contractor, it is necessary to plan and to implement certain informal reporting and interactions which could occur on a frequent basis.

.2 For these purposes, the parties agree to engage in certain interaction and interoffice communications:

i. When decisions need to be made in regard to negotiations or strategy, Contractor will meet with those persons designated by ODC to develop a plan.

ii. Contractor will meet with the ODC whenever necessary and also develop and distribute, in writing or by oral presentation, reports when needed over and above those required in this Article.

ARTICLE IV
OTHER REQUIREMENTS

4.1 **Audit.** In addition to the required reporting covering Contractor's activities and expenditures under this Agreement, a certified audit of the funds and activities of such Economic Development Program shall be made annually as determined by mutual agreement of the parties. The auditors performing the above-described audit shall have access to and the right to examine all records and accounts directly related to the Economic Development Program and such other Contractor records and accounts as may be reasonably necessary to conduct and complete its audit of the Economic Development Program funds..

SAMPLE

4.2 **Diversity.** ODC and City of Odessa strongly encourage the voluntary implementation of a Diversity Program whose goal it is to breakdown all barriers between people. Such a program should be designed to empower Contractor's employees and organizational members to create an environment that utilizes the full potential of the Citizens of our Community. ODC or City of Odessa may request to review the program and/or practices to determine whether they are consistent with ODC and City objectives. Future funding may be conditional upon such a program.

4.3 **Civil Rights.** Contractor agrees that as to all of its programs and activities, it will fully comply with all Civil Rights Acts and specifically will not discriminate against any person on the basis of race, color, national original, sex or disability.

4.4 **Drug Free Workplace.** Contractor shall comply with the Drug Free Workplace Act of 1988 including any amendments and administrative regulations, if required by federal law. If not required, ODC strongly recommends compliance with such law on a voluntary basis by Contractor approving a ban on the use and possession of illegal drugs and alcohol in the workplace of Contractor. Such policy should also include some mechanism for enforcement of the prohibition. In future agreements, ODC may require the adoption of a drug free workplace policy, which includes drug testing, as a condition for the payment by ODC of public funds.

4.5 **Excess ODC Funds.** Any funds that are paid by ODC to the Contractor pursuant to this Agreement, and that are not expended by the end of the term of this Agreement, shall be refunded to ODC within 30 days after the receipt of requested audit, unless Contractor can provide ODC with written notice of funds that have not been expended but have been committed, and such commitment is supported by contracts or other written documentation.

4.6 **Property.** The parties agree to the following conditions regarding property rights:

.1 **Equipment.** Title to any equipment purchased with ODC funds, in excess of $1,000.00, shall vest in ODC; and when this Agreement terminates and is not renewed, Contractor shall deliver such equipment to the Treasurer of ODC. In order to inventory the equipment, "Odessa Development Corporation" shall be stamped or written on such equipment. In the case of material that has a copyright and is being purchased with ODC funds, it shall be registered in the name of Odessa Development Corporation.

.2 **Records.** Any records and documents that are developed for the purpose of accomplishing services on behalf of ODC by Contractor, and necessary to continue to provide such services, or to show the rights or responsibilities of ODC shall be the joint property of ODC and Contractor with equal rights of use and access.

.3 **Ownership of Documents.** Upon acceptance or approval by ODC, all reports, information and other data, given to, prepared or assembled by Contractor under this Agreement, shall be the joint property of ODC and Contractor with equal rights of use and access. Contractor or ODC may make copies of any and all documents for its files. Any written or artistic works, motion pictures, sound recordings, computer programs, electronic databases, forms, and any other item that is copyrightable, and created in the course and scope of this Agreement, shall be works made for hire; and the copyright ownership shall be owned jointly by ODC and Contractor.

SAMPLE

ARTICLE V
GENERAL TERMS AND CONDITIONS

5.1 **Entire Agreement**. This Agreement, including all attachments, exhibits, and addenda, embodies the complete agreement of the parties hereto, superseding all oral or written, previous and contemporary agreements between the parties relating to matters in this Agreement. **In the event of conflicting provisions between this Agreement and the attachments, this Agreement shall be controlling.**

5.2 **Amendments/Modification to Agreement**. This Agreement, and any exhibits, attachments, or addendum, may be amended or modified only by a written instrument executed by all Parties. If there are any conflicts between the Amendment and a previous version, the terms of the Amendment will prevail.

5.3 **Independent Contractor.** It is expressly understood and agreed that as to the services rendered by Contractor in conducting the Economic Development Program under this Agreement, Contractor shall be considered an independent Contractor insofar as its relationship to ODC. Accordingly, the officers and employees of Contractor used or involved in the Economic Development Program under this Agreement shall not be considered, for any purpose, to be the officers and employees of ODC.

5.4 **Venue and Applicable Law.** The obligations of the parties to this Agreement are performable in Ector County, Texas, and if legal action is necessary to enforce same, exclusive venue shall lie in Ector County, Texas. This Agreement shall be governed by and construed in accordance with the laws and court decisions of the State of Texas.

5.5 **Legal Construction**. In case one or more of the provisions contained in this Agreement shall for any reason be held invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions hereof and this Agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein. There shall not be a higher duty or responsibility for any party because they draft the Agreement.

5.6 **Notices.** All notices, communications and reports required or permitted under this Agreement shall be personally delivered or mailed to the respective parties by depositing same in the United States mail, postage prepaid, at the address shown below. Mailed notices shall be deemed communicated as of five (5) days after mailing.

If intended for ODC to:

Norma Aguilar-Grimaldo
ODC Assistant Secretary
P.O. Box 4398
Odessa, Texas 79760-4398

If intended for Contractor, to:

5.7 ***Indemnity. Contractor agrees to and shall indemnify and hold harmless ODC, to the extent permitted at law, the City of Odessa, their officials, officers, agents, and employees from and against any and all claims, losses, damages, causes of action, suits, and liability of every kind, including all expenses of litigation, court costs, and attorney's fees for injury to or death of any person, or for damage to any property arising out of or in connection with Contractor's operation or the expenditure of funds authorized by this Agreement, or any services provided by Contractor funded or partially funded by this Agreement. Such indemnification shall apply***

SAMPLE

whether the claims, losses, damages, causes of action, suits or liability arise from the concurring, but not the sole, negligence of ODC, the City of Odessa, their officials, officers, agents or employees.

[Signature page to follow]

EXECUTED this the _____ day of _____, A.D., 2020.

ATTEST:

_____
Norma Aguilar-Grimaldo, City Secretary as Assistant Secretary to ODC Board

"ODC"
Odessa Development Corporation

By:_____
Tim Edgmon, Board President

"CONTRACTOR"
<Name of Company>

By:_____
Name, Title

CITY OF ODESSA APPROVAL

By:_____
Michael Marrero, City Manager

APPROVED AS TO FORM:

_____
Robert Carroll, Sr. Assistant City Attorney, as Attorney for ODC

Treasurer to ODC Board = City of Odessa Director of Finance

Exhibit A - Annual Contractor Budget

Exhibit B - Contractor Services for ODC Economic Development Program

SAMPLE

(ODC)

STATE OF TEXAS §

COUNTY OF ECTOR §

This instrument was acknowledged before me on the ____ day of _____, 20___ by Tim Edgmon, President of Odessa Development Corporation.

_____
Notary Public in and for the State of Texas

(CONTRACTOR)

STATE OF TEXAS §

COUNTY OF ECTOR §

This instrument was acknowledged before me on the ____ day of _____, 20___ by <Name>, <Title> of <Company>.

_____
Notary Public in and for the State of Texas

SAMPLE

CITY OF ODESSA CITY COUNCIL AGENDA ITEM		
Meeting Date:	08/25/2020	Item Type:
Contact:	Norma Aguilar-Grimaldo	Regular
Department:	City Secretary	
Finance Committee Review? No		
CAPTION		
Appointment of Boards.		
SUMMARY OF ITEM		
ANIMAL SHELTER ADVISORY COMMITTEE BOARD OF SURVEY CITIZENS GOLF ADVISORY COMMITTEE ODESSA HOUSING FINANCE CORPORATION TRAFFIC ADVISORY COMMITTEE ZONING BOARD OF ADJUSTMENT MIDLAND ODESSA URBAN TRANSIT DISTRICT		
FISCAL IMPACT? No		
Comments:		
Supporting Documents:		Other Departments, Boards, Commissions or Agencies: