



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

June 21, 2022

On June 21, 2022, a work session meeting of the Odessa City Council was held at 3:00 p.m., Council Chamber, fifth floor, City Hall, 411 W. 8th St., Odessa, Texas.

City Council present: Mayor Javier Joven; Council members: Mark Matta, District One; Steven P. Thompson, District Two; Detra White, District Three; Tom Sprawls, District Four; Mari Willis, District Five; and Denise Swanner, At-Large.

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

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

Council member Sprawls gave the invocation.

Review and discuss the draft 2021 Comprehensive Annual Financial Report. Greg Peterson, Weaver Partner, reported that the audit was issued an unmodified report with no issues over the financial reporting. A single audit was made for the federal transit cluster, CARES, and CDBG and received an unmodified report with no issues on internal control. He reviewed the Comprehensive Annual Financial Report for the fiscal year ending September 30, 2021. Mr. Peterson reviewed the balance sheet. The Fund Balance was healthy. He reviewed the actual amounts for the year end. Mrs. Muncy stated that there were rollover amounts for outstanding projects due to COVID. Mr. Peterson reviewed the business type activities in the Water and Sewer Fund revenues and expenses. He reviewed the investments with a value of \$315,381,759 in investments. Total capital assets were reviewed. He reviewed the retirement commitments.

Council member Matta arrived at 3:23 p.m.

Council member Thompson asked about the Firefighters' Relief and Retirement Fund portion unfunded. Mr. Peterson stated that 40% was funded as of January 1, 2021. Mrs. Muncy stated there would be added fire personnel due to the new station. She stated that the fund was in better shape and may need other alternatives such as an increase in contribution. Mr. Peterson stated that the long-term debt was decreasing every year. He reviewed the single audit report. The total federal and state grant expenditures was \$12,029,649.

Discuss Solid Waste Master Plan with recycling. Tom Kerr, Director of Public Works/Utilities, stated that the study would reflect the Council directives and choices. He stated that the Butts Recycling contract operated the time machine and collected materials from City sites. He reviewed the 2018 RFP options which was not award. A new RFP would be issued and asked for direction on the recycling for the RFP. The cost was going to be higher for operation. Jesus Rodriguez, Solid Waste Superintendent, explained the delivery and the process of the recycling. There were five recycling community locations. Currently, the cost was \$60,000 a year for recycling. Mr. Kerr stated that there was no profit for plastics which was disposed in the landfill. The recycling was to help reduce the landfill space and

help the environment. Mr. Rodriguez stated commercial businesses were charged for the recycling container pick up and City employees serviced the containers. Mr. Kerr reviewed the results of the plan. There were no major inefficiencies and there were areas identified for improvement including routing, cost mitigation and service enhancements. He reviewed the options identified in the plan that included improve the data collection and amend the waste code. Under the City code, the City was only allowed to pick up all the multi-family solid waste accounts except for one. Mayor Joven stated that the City was operating under the same number of vehicles with commercial and residential pick ups and the city was growing. He asked if there were options. Mr. Kerr reported it was a revenue stream but there were options that could be considered such as front load vehicles, larger dumpsters, release to private companies and franchising. He reviewed the other options and costs for recycling. He explained the data collection that would collect data on customers and would be correlated with route performance with a cost savings over five years. It would be an additional employee. Council member Thompson stated it was a good return on investment. Mayor Joven stated that the staff has not grown. Mr. Marrero stated that there were bigger demands, growth and cost. The privatizing would have a loss in revenue but may reduce the overtime costs. Mr. Kerr stated that the transfer station was not feasible at this time. The curbside recycling was a subscription that would be paid by the customers. Mr. Marrero reviewed the options that the Council had a consensus for the RFP. Costs would be paid out of the Solid Waste Fund. Council member White thanked the staff for the remarkable job. Council member Willis expressed gratitude for the hard work the staff does for the community.

Amend budget for necessary repairs needed at the City's Gertrude Bruce Historical Cultural Center facility. Scott Anderson, Director of Building Services, stated that the winter freeze in 2021 caused a water line to break and flood damage. An assessment was made, and remediation was needed to due to mold and rebuilt for a usable condition. The cost was \$114,589.66 for the mold remediation and reconstruction, \$4,500 for the consulting to monitor the mold, and a \$10,000 contingency for a total cost of \$129,089.66. It would be completed in ten to twelve weeks. Council member Sprawls asked about the time frame. Mr. Anderson stated that there was no time frame. Council member Willis stated that a tear down was not the best choice.

Accept and appropriate funds for \$110,000 donated to the OPD from the Bustin for Badges Clay Shoot. Robert Deporto, Deputy Police Chief, stated that the donation from the Bustin for Badges Clay Shoot would be utilized for the on-going radio program.

Homemade Wines façade grant. Casey Hallmark, Executive Director of Downtown Odessa, stated that a façade grant for Homemade Wines, 400 N. Texas, was requested for \$25,000. The owner investment was \$61,400 with a total business investment of \$86,400. She reviewed the improvements that would be covered. The production would be moved to the Downtown location.

Homemade Wines infrastructure grant. Ms. Hallmark stated that the infrastructure grant was for \$133,910 and the owner investment was \$304,650 with a total business investment of \$438,560. She reviewed the improvements that would be covered. The project would be completed by the end of the year.

Allocate \$794,846 in Program Year 2022 Community Development Block Grant funds (CDBG) and \$16,650 in unprogrammed CDBG funds and \$90,762 in CDBG program income funds. In addition, consider the allocation of \$313,849 in 2022 Home Investment Partnerships Program (HOME) funds. Consider the reallocation of CARES Act CDBG-CV funds. Merita Sandoval, Director of Community Development, stated that there was \$794,846 in CDBG funds and \$313,849 in HOME funds. She was requesting the standard requests in addition to a rental assistance program. The rental program would

assist the need in the community for a three-month rental assistance. The outside agency requests were \$188,215 and Community Development request was \$813,800. She reviewed the requirements for the rental assistance program. Tamara Venegas, Rental Assistant, stated that the household income for one person was \$42,600. Mrs. Sandoval stated that there would be PSAs, social media and flyers to market the rental assistance program. She reported that the Salvation Army returned its CARES funds, and this was the fourth time they did not use funding.

There was a recess from 5:02 p.m. - 5:08 p.m.

Outside agency requests for funding for FY 22-23 budget. Mrs. Muncy stated that there were four new requests. She stated that some of the events have not taken place for the current year funds. She stated that the target for hotel motel funding was \$3 million. The requests were \$3.7 million. Zackary Beseril, Budget Manager, reported that the outside agencies spend all its awarded funds. Council member Thompson asked about the for-profit requests. Mrs. Muncy stated that there have been some that have been funded as its events puts heads in beds. The Council has the discretion to fund the for-profit requests.

Remove from the table to discuss and consider the annual review of the Code of Conduct. Motion was made by Council member Willis and seconded by Council member Sprawls to remove the item from the table. The motion was approved by the following vote:

Aye: Joven, Matta, Thompson, White, Sprawls, Willis, and Swanner
Nay: None

Mrs. Grimaldo stated that the Code of Conduct ordinance provided that the Council review the code of conduct annually. Council member Sprawls asked for an explanation for the policy role of council members. Monique Wimberly, Senior Assistant City Attorney, explained that the City had a Council manager form of government. The Council dictates policy and the City Manager provided administration functions with staff providing day to day operations. She would provide a handbook. Council member Matta suggested adding a section to provide for a citizen to file a complaint for city officials to hold for accountability. Mayor Joven asked Ms. Wimberly to research other city codes regarding a mechanism for a citizen to file a complaint on a member from the council. Council member Willis stated that the role and responsibility was stated in the code that included being respectful, level of respect and speaking respectfully.

Motion was made by Council member Sprawls and seconded by Council member Thompson to adjourn the meeting. The motion was approved by the following vote:

Aye: Joven, Matta, Thompson, White, Sprawls, Willis, and Swanner
Nay: None

The meeting adjourned at 5:23 p.m.

ATTEST:

APPROVED:

Norma Aguilar-Grimaldo, TRMC, CMC
City Secretary

Javier Joven
Mayor