



Ector County Commissioners' Court

February 11, 2025

10:00 AM

Commissioners' Courtroom, Ector County Administration Building Annex, 1010 E. 8th St.,  
Odessa, Texas

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**CALL TO ORDER-** Judge Dustin Fawcett

**INVOCATION-** Commissioner Samantha Russell

**PLEDGE OF ALLEGIANCE-** United States and Texas

**SPECIAL PRESENTATIONS/REQUESTS/RESOLUTIONS**

1. *Public Participation/Comments, Shelby Rigtrup- Public Information Officer:*

To receive public comments on non-agenda related items.

2. *Public Hearing: ESD No. 1, Shelby Rigtrup- Public Information Officer:*

To consider, discuss, and take any necessary action to conduct/hold a *public hearing* on the petition for the creation of *Emergency Service District No. 1*.

3. *Order Request: Calling an Election, ESD No. 1, Shelby Rigtrup- Public Information Officer:*

To consider, discuss, and take any necessary action regarding an *Order* calling an election for the May 3rd, 2025, Joint General Election, to confirm the creation of *Ector County Emergency Services District No. 1*, and authorize the imposition of a tax not to exceed the rate allowed by Section 48-E, Article III of the Texas Constitution, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

4. *Public Hearing: ESD No. 2, Shelby Rigtrup- Public Information Officer:*

To consider, discuss, and take any necessary action to conduct/hold a *public hearing* on the petition for the creation of *Emergency Service District No. 2*.

5. *Order Request: Calling an Election, ESD No. 2, Shelby Rigtrup- Public Information Officer:*

To consider, discuss, and take any necessary action regarding an *Order* calling an election for the May 3rd, 2025, Joint General Election, to confirm the creation of *Ector County Emergency Services District No. 2*, and authorize the imposition of a tax not to exceed the rate allowed by Section 48-E, Article III of the Texas Constitution, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

6. *Joint Resolution and Notice of Election, Lisa Sertuche- Elections Director:*

To consider, discuss, and take any necessary action to *approve* the *Joint Resolution and Notice of Election* for the May 3rd, 2025, *Joint General Election*, and authorize the County Judge, County Commissioners, and County Clerk to sign all documents associated with the agenda item.

7. *Vehicle Total Loss Declaration: Unit # 1163, Sam Brijalba- HR Safety/Risk Coordinator:*

To consider, discuss, and take any necessary action regarding a *Total Loss Declaration* per TAC regarding Unit # 1163 - Ector County Juvenile Probation Department - 2020 Chevrolet Impala - License Tag #: TX-1408329 - VIN #: 1G11Z5S30LU109644 - Exterior Color: Switchblade Silver Metallic, and authorize the County Judge to sign all documents associated with this agenda item; it is also requested that the Commissioners' Court declare this item as "*Salvage Property*" and dispose of said item per Section 263.151, Texas Government Code, and remove from County inventory.

8. *Vehicle Total Loss Declaration: Unit # 1237, Sam Brijalba- HR Safety/Risk Coordinator:*

To consider, discuss, and take any necessary action regarding a *Total Loss Declaration* per TAC regarding Unit # 1237 - Ector County Sheriff's Office - 2021 Chevrolet Tahoe - License Tag #: TX RFL 4229 - VIN #: 1GNSCLED9MR480514 - Exterior Color: White, and authorize the County Judge to sign all documents associated with this agenda item; it is also requested that the Commissioners' Court declare this item as "*Salvage Property*" and dispose of said item per Section 263.151, Texas Government Code, and remove from County inventory.

9. *Disposal List: Vehicle Trade-Ins, Lucy Soto, Purchasing Agent and Jeffrey Avery, Public Works Director:*

To consider, discuss and take any necessary action to approve the Disposal List, for trade-in, for Ector County vehicles per Section 263.152 (a)(2) Texas Government Code; trade-ins will be made to Sewell Ford for a total amount of \$60,750.00.

10. *Out-of-State Travel Request, Lucy Soto- Purchasing Director:*

To consider, discuss, and take any necessary action to *approve* out-of-state travel for Lucy Soto, Purchasing Director, for attendance at The National Association of State Procurement Officials (NASPO) Exchange Conference held March 4th-6th, 2025 in Las Vegas, Nevada; the conference, accommodation, and travel will be of no cost to Ector County.

11. *Out-of-State Travel Request, Howard Marks- Library Director:*

To consider, discuss, and take any necessary action to *approve* Howard Marks, Library Director, to attend an out-of-state conference from June 7th-11th, 2025.

12. *Out-of-State Training Request, Mike Griffis- Sheriff:*

To consider, discuss, and take any necessary action to *approve* the attendance, travel, and expenses for five instructors to attend the *Axon Taser Master School*; the location will vary dependent upon class availability.

13. *Copier/Print-out Price Readjustment Request, Howard Marks- Library Director:*

To consider, discuss, and take any necessary action to *readjust* copier/print-out fees at the Library; it is requested that b/w copies be \$0.10 each and color copies be \$0.25 each.

14. *County Vehicle GPS/Component Installation Proposal, Lucy Soto- Purchasing Director, Jeffrey Avery- Public Works Director:*

To consider, discuss, and take any necessary action regarding GPS, and other component, installation in Ector County vehicles; Verizon Connect has been awarded the *Sourcewell Cooperative Contract- #020221-NWF* for these items/ services, and has presented some options along with pricing.

**AWARD OF BIDS/PROPOSALS**

15. *Award: Office Supply Purchases, Lucy Soto- Purchasing Director:*

To consider, discuss, and take any necessary action to *award Office Supply Purchases* to Amazon through the Choice Partners Cooperative Contract # 22/045KN-01, and authorize the County Judge to sign all documents associated with this agenda item.

**CONTRACTS/AGREEMENTS/GRANTS**

16. *Interlocal Agreement, Shelby Rigtrup- Public Information Officer:*

To consider, discuss, and take any necessary action to *approve* an amended *Interlocal Agreement* by and between Ector County, Texas, and Midland County, Texas, regarding the shared plan and funding commitment for County Extension Agents, and authorize the County Judge, County Clerk, and District Attorney to sign all documents associated with this agenda item.

17. *Contract Renewal: MOU #HHS001583400001, Eunice Ibarra- Health Department:*

To consider, discuss, and take any necessary action to *approve* a *Memorandum of Understanding (MOU) #HHS001583400001* by and between the Ector County Health Department and the Texas Department of State Health Services (DSHS) regarding the *renewal of Syndromic Surveillance (TxS2)* for the purpose of infectious disease surveillance and prevention, and authorize the County Judge to sign all documents associated with this agenda item.

18. *Commercial Lease Agreement: 213 N. Hancock Ave., Shelby Rigtrup- Public Information Officer:*

To consider, discuss, and take any necessary action regarding a *Commercial Lease Agreement* by and between Ector County, Texas, and Petro Safety Services for the premises located at 213 N. Hancock Ave., and authorize the County Judge to sign all documents associated with this agenda item.

19. *Victims of Crime Grant Application & Resolution, Dusty Gallivan- District Attorney:*

To consider, discuss, and take any necessary action to *approve* a *Resolution* for the *Victims of Crime Act Grant Application* and the associated *Certifications and Assurance Form* for Victim Assistance to the Office of the Governor- Criminal Justice Division, and authorize the County Judge, County Commissioners, and County Clerk to sign all documents associated with this agenda item.

20. *Literacy Coalition of the Permian Basin Sub-Grant Acceptance, Howard Marks- Library Director:*

To consider, discuss, and take any necessary action to *accept* a \$5,000 sub-grant from the Literacy Coalition of the Permian Basin to the Ector County Library for *five* additional scholarships for the *Excel Adult High School Program*.

21. *Owner's Representative for Coliseum Design Build Award & Agreement Approval, Lucy Soto- Purchasing Director, Aaron Martin- Coliseum Director, John Henderson- Commissioners' Court Attorney/Grant Writer:*

To consider, discuss, and take any necessary action to *approve* Parkhill as the *Owner's Representative* for the *Design-Build Project for the Coliseum Buildings B and C*, to *approve* the *Agreement for Owner's Representative Services* by and between Ector County, Texas, and Parkhill, and authorize the County Judge to sign all documents associated with this agenda item.

**PERSONNEL REQUESTS**

22. *Step Increase Request, Dusty Gallivan- District Attorney:*

To consider, discuss, and take any necessary action to approve the hiring of two Assistant District Attorneys at a Step 11 due to previous experience.

23. *Step Change for Hiring Request, Eddie Landrum- Development Services Director:*

To consider, discuss, and take any necessary action to *approve* hiring above Step 3 for the Water Quality Specialist position in Development Services due to the criteria of the position.

24. *Constable Appointment, Wes Carta- Environmental Enforcement/Emergency Management Director/Constable, Pct. #1:*

To consider, discuss, and take any necessary action to *appoint* Ryan Kelly as *Deputy Constable- Precinct #1*, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

**POLICIES/PROCEDURES**

25. *Accident Standard Operating Procedure Approval, Amber Valles- Public Works Department Coordinator:*

To consider, discuss, and take any necessary action to *approve* the *Ector County Accident Standard Operating Procedure*.

26. *Storm Water Management Plan Approval, Amber Valles- Public Works Department Coordinator:*

To consider, discuss, and take any necessary action to *approve* the *proposed Storm Water Management Plan* for Ector County, Texas.

## **DEVELOPMENT SERVICES**

### *27. Annexation, Eddie Landrum- Development Services Director:*

To consider, discuss, and take any necessary action regarding the *annexation* of real property, being a 3.94-acre tract, situated in Section 40, Abstract 593, Block 42, Township 2 South, Texas and Pacific Railway Company Survey, Ector County, Texas, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

### *28. MHRC Application: 10626 N. Gardendale Ave., Eddie Landrum- Development Services Director:*

To consider, discuss, and take any necessary action to *approve* an *MHRC Application* for Maganas RV Park located at 10626 N. Grandview Ave., Precinct #2, and authorize the County Judge to sign all documents associated with this agenda item.

### *29. Replat: Pleasant Farms Subdivision, Eddie Landrum- Development Services Director:*

To consider, discuss, and take any necessary action to approve a *Replat* of a 1.14-acre tract out of Lot 1, Block 26, Pleasant Farms Subdivision, 3rd Filing, Precinct #4, and authorize the County Judge to sign all documents associated with this agenda item.

## **PUBLIC WORKS**

### *30. ROW Proposed Purchases, Amber Valles- Public Works Department Coordinator:*

To consider, discuss, and take any necessary action regarding the purchase of up to 5 acres of Right of Way (ROW) on the Tripp Ave. Phase II Project in the 16th Street area for up to \$30,000.00, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; this will include authorization of fund transfers.

## **CONSENT AGENDA**

### *31. Proposed Consent Agenda, Tristan Marquez- County Auditor:*

To consider, discuss, and take any necessary action regarding the following *Proposed Consent Agenda*:

#### 31a.) Line-Item Transfer- Library:

To consider, discuss, and take any necessary action to *approve a line-item transfer* to General Fund, Library, Other Insurance, 001-690-5375 from Office Supplies, 001-690-5171 for \$284.00, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

## **BUDGET/FINANCIAL**

### *32. Arbitrage Rebate Reports, Tristan Marquez- County Auditor:*

To consider, discuss, and take any necessary action to *accept* the *Rebate Computation Reports* from Hilltop Securities for the Certificates of Obligation, Series 2017, and Certificates of Obligation, Series 2020, and authorize the County Judge to sign all documents associated with this agenda item.

33. *Vehicle Replacement: Juvenile Unit # 1163, Lucy Soto- Purchasing Director, Jeffrey Avery- Public Works Director:*

To consider, discuss, and take any necessary action to *approve* the purchase or lease of a replacement vehicle through Sewell Ford for a totaled Chevy Impala, Juvenile Unit # 1163, and authorize the County Judge to sign all documents associated with this agenda item; two separate quotes have been provided.

34. *Laptop Purchase Request, Cleopatra Callaway- County Treasurer:*

To consider, discuss, and take any necessary action to *approve* the purchase of a Lenovo ThinkPad Laptop for Cleopatra Callaway, County Treasurer, in the amount of \$1,198.10.

35. *Budget Amendment Request: Library, Tristan Marquez- County Auditor:*

To consider, discuss, and take any necessary action to *approve a budget amendment* to General Fund, Library, Library Supplies, 001-690-5185 for \$333.00, and to Donated Revenues, 001-4171 for \$333.00, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

36. *Budget Amendment Request- Development Services, Tristan Marquez- County Auditor:*

To consider, discuss, and take any necessary action to *approve a budget amendment* to Sales Tax Fund, Development Services, Copier Lease Contract, 005-025-5284 from Unreserved Fund Balance, 005-3310 for \$476.00, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

37. *Budget Amendment Request- Copier Leases, Tristan Marquez- County Auditor:*

To consider, discuss, and take any necessary action to *approve a budget amendment* to General Fund, Copier Leases, from Unreserved Fund Balance, 001-3310 for a total of \$9,056.00, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

38. *Financial Reports/Statements, Tristan Marquez- County Auditor:*

To consider, discuss, and take any necessary action to *approve the Accounts Payable Fund Requirements Report* for February 11th, 2025, and review County financial statements and reports.

## **EXECUTIVE SESSION**

39. *Personnel Matters, Samantha Russell- Commissioner, Precinct #3:*

To consider, discuss, and take any necessary action regarding personnel matters pursuant to Title 5, Chapter 551, Section 551.074, Texas Government Code, in relation to the Ector County Commissioners' Court Attorney/Grant Writer.

40. *Economic Development, Shelby Rigtrup- Public Information Officer:*

To consider, discuss, and take any necessary action to *receive* a presentation from Project Van Zandt regarding potential Economic Development negotiations, pursuant to Title 5, Chapter 551, Section 551.087, Texas Government Code.

## **ADJOURN**

If necessary, following any closed or executive meeting, the Commissioners' Court will convene in open session to take any final action, decision, or vote on any matter deliberated in a closed meeting which has properly been noticed in compliance with Chapter 551 Government Code of Texas.

If, during the course of the meeting covered by the notice, the Commissioners' Court needs to meet in executive session, then such closed or executive meeting or session, pursuant to Chapter 551, Government Code of Texas, will be held by the Commissioners' Court on the date, hour, and place given in this notice or as soon after the commencement of the meeting covered by this notice as the court may conveniently meet in such closed or executive meeting or session convening and concerning any and all subjects and for any and all purposes permitted by Chapter 551 of said Government Code.

Posted on February 06, 2025  
At 04:48 PM


A handwritten signature in blue ink that reads "Jennifer Martin". The signature is written in a cursive, flowing style.

Ector County Clerk

*The Ector County Commissioners' Court meetings are available to all persons regardless of disability. Individuals with disabilities who require special assistance should contact the Ector County Commissioners' Assistant at [\(432\) 498-4000](tel:4324984000) or 1010 East 8th Street, Room 118, Odessa, Texas 79761 during normal business hours and at least one (1) business day in advance.*

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X 

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Dustin Fawcett  
Ector County Judge

**ATTEST:**

X 

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Jennifer Martin  
County Clerk

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