



Ector County Commissioners' Court

September 23, 2025

10:00 AM

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

CALL TO ORDER- Judge Dustin Fawcett

INVOCATION- Commissioner Billy Hall

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. *Proclamation: National 4-H Week, Steve Paz- AgriLife County Extension Agent:*

To consider, discuss, and take any necessary action to *approve* a *Proclamation* designating October 5th-11th, 2025, as *National 4-H Week*, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

3. *Donation, Eunice Ibarra- Health Department Secretary:*

To consider, discuss, and take any necessary action to *accept* a \$500.00 and a \$250.00 donation from St. Nicholas Episcopal Church to the Ector County Health Department; the donation was for the purchase of a popcorn machine and supplies to use during our back-to-school clinics and outreach throughout our community.

4. *Early Voting/Election Day Judges and Clerks, Elizabeth Sertuche- Elections Administrator:*

To consider, discuss, and take any necessary action to *approve* the *Early Voting and Election Day Judges and Clerks* for the November 4th, 2025, *Joint Constitutional Amendments and The Ector County Road District No. 1 Election*, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

5. *Civil Service/Processing Fees, Mike Griffiths- Sheriff:*

To consider, discuss, and take any necessary action to *approve* the *Civil Service/Processing Fees* for the Ector County Sheriff's Office, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

6. *Resolution: Indigent Defense Grant Program, Tristan Marquez- County Auditor:*

To consider, discuss, and take any necessary action to *approve* a *Resolution* regarding the *2025 Ector County Indigent Defense Grant Program*, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

7. *Resolution, Dustin Fawcett- Ector County Judge:*

To consider, discuss, and take any necessary action to *approve* a *Resolution* supporting the *Multi-State Future Interstate Highway Formula Program*, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

AWARD OF BIDS/PROPOSALS

8. *Invitation for Bid Specifications: Fire Extinguisher Services, Andrea Moralez- Purchasing Agent, Billy Carrigan- Building Maintenance Director:*

To consider, discuss and take any necessary action to *approve* the *Invitation for Bid Specifications* for *Fire Extinguisher Services, a Joint Purchasing Group Bid, Project No. 2025IFB-101*, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; these specifications were created by the Building Maintenance and the Purchasing Department, and are ready to advertise and distribute to vendors upon approval from the Commissioners' Court; governmental entities participating in this bid include the City of Odessa, Ector County, and Ector County Independent School District (ECISD).

9. *Proposal Closing: Public Works Hot Mix Asphalt Type D, Andrea Moralez- Purchasing Agent, Jeffrey Avery- Public Works Director:*

To consider, discuss, and take any necessary action to *approve* closing *Project No. 2025RFP-099, Hot Mix Asphalt Type D*, due to the decision to rebid the solicitation, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

10. *Invitation for Bid Specifications: Hot Mix Asphalt Type D, Andrea Moralez- Purchasing Agent, Jeffrey Avery- Public Works Director:*

To consider, discuss and take any necessary action to *approve* the *Invitation for Bid Specifications* for *Hot Mix Asphalt Type D, Project No. 2025-IFB-102*, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; these specifications were created by the Public Works Department and the Purchasing Department, and are ready to advertise and distribute to vendors upon approval from the Commissioners' Court.

POLICIES/PROCEDURES

11. *Procurement Policies & Procedures, Andrea Morales- Purchasing Agent, Julie Prentice- County Attorney:*

To consider, discuss, and take any necessary action regarding the *Ector County Procurement Policies and Procedures* Section 2(c)(3), to update the limit to \$100,000.00 as set in Section 262.023, Texas Government Code, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

CONTRACTS/AGREEMENTS/GRANTS

12. *Unimproved Property Contract, John Henderson- Commissioners' Court Attorney/Grant Writer:*

To consider, discuss, and take any necessary action to *approve* an *Unimproved Property Contract* by and between Ector County, Texas, and Joel Valeriano regarding a 0.327-acre right-of-way acquisition at the intersection of 16th Street and Tripp Avenue, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

13. *Unimproved Property Contract, John Henderson- Commissioners' Court Attorney/Grant Writer:*

To consider, discuss, and take any necessary action to *approve* an *Unimproved Property Contract* by and between Ector County, Texas, and Claude Everett Jr., regarding a 0.623-acre right-of-way tract, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

14. *FY 2026 Contractor Application/Renewal Update: Area Agency on Aging PBRPC, Mary Salaz- Senior Centers Director:*

To consider, discuss, and take any necessary action to *approve* the *Fiscal Year 2026 Contractor Agreement* by and between Ector County, Texas, and Area Agency on Aging of the Permian Basin Regional Planning Commission, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

15. *Project Change Request Form: Multi-Office Preservation Project, Jennifer Martin- County Clerk:*

To consider, discuss, and take any necessary action to *approve* the *project change request* for the *Multi-Office Record Preservation and Digitization Project* that is being completed by Kofile, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; this change only affects the work being completed and does not require additional funds.

16. *Memorandum of Understanding: PermiaCare, Eunice Ibarra- Health Department Secretary:*

To consider, discuss, and take any necessary action to *approve* the *Memorandum of Understanding* (MOU) by and between the Ector County Health Department and PermiaCare, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; the period for this MOU is September 1st, 2025, through August 31st, 2030, in accordance with the HHSC contract period.

17. *Quadient Mail Machine Lease, Andrea Morales- Purchasing Department:*

To consider, discuss, and take any necessary action to *approve* the lease of a *Quadient Mail Machine* from the *Sourcewell Cooperative Contract # 070125-QDT*, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

18. *Services/Price Request: Strong Environmental Services, LLC., Andrea Morales- Purchasing Agent:*

To consider, discuss, and take any necessary action to *approve* the *Services/Price Request* from Strong Environmental Services, LLC., regarding the next phase of demolition, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

19. *Purchase Request: Sign Materials, Andrea Morales- Purchasing Agent, Jeffrey Avery- Public Works Director:*

To consider, discuss and take any necessary action to *approve* the purchase of sign materials from Centerline Supply, Inc., through the *BuyBoard Cooperative Contract #703-23*, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

20. *Medicare Advantage Plan Renewal, Delia Ortiz- H.R. Director:*

To consider, discuss, and take any necessary action to *approve* the *Medicare Advantage Plan Renewal* for the *2026 Plan Year*, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; this is the 3rd year of this proposal award and there is no increase in cost.

21. *Group Life Insurance Renewal, Delia Ortiz- H.R. Director:*

To consider, discuss, and take any necessary action to *approve* the *Group Life Insurance Renewal* for the *2026 Plan Year*, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; this is the 3rd year of this proposal award, and it offers a 2-year rate guarantee.

22. *Contract Renewal: TimeClock Plus, Delia Ortiz- H.R. Director:*

To consider, discuss, and take any necessary action to approve a one-year *Contract Renewal* by and between Ector County, Texas, and TimeClock Plus, LLC., for the 2025-2026 Fiscal Year, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

23. *TAC RMP Coverage Renewal- Annual Contribution, Sam Brijalba- H.R. Safety/Risk Coordinator:*

To consider, discuss, and take any necessary action to approve the upcoming *Total Annual Contribution* for the *TAC RMP Coverage Renewal* including auto liability, auto physical damage, general liability, law enforcement liability, privacy or security event liability and expense, and public officials' liability, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; the upcoming total annual contribution for said coverage is \$899,379.00 with an expiring annual contribution of \$827,433.00-- this is an increase of \$71,946.00 or 8.7%.

24. *Memorandum of Understanding: TVC, Dustin Fawcett- Ector County Judge:*

To consider, discuss, and take any necessary action to *approve* a *Memorandum of Understanding* by and between Ector County, Texas, and Texas Veterans Commission, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

PERSONNEL REQUESTS

25. *Position Reclassification Request, Delia Ortiz- H.R. Director:*

To consider, discuss, and take any necessary action to consider *reclassifying* the "*Elections Technician*" position to "*Elections Equipment Coordinator*", with a new job code at the same salary scale as code 734, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

DEVELOPMENT SERVICES

26. *Subdivision Plat Application: FRomero Subdivision, Eddie Landrum- Development Services Director:*

To consider, discuss, and take any necessary action to *approve* a *Subdivision Plat Application* located at FRomero Subdivision, Replat of a 12.99-acre tract of land situated in Blocks 1 & 2, TTF Ranch Estates, Precinct #1, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

27. *Subdivision Plat Application: District 42 Addition, Eddie Landrum- Development Services Director:*

To consider, discuss, and take any necessary action to *approve* a *Subdivision Plat Application* located at District 42 Addition, being a 52.748-acre tract of land situated in Section 18, Block 43 T-2-S, Texas and Pacific Railway Company Survey, Precinct #1, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

28. *Subdivision Plat Application: First Replat of Lots 4 and 5, Block 17 Pleasant Farms Subdivision Second Filing, Eddie Landrum- Development Services Director:*

To consider, discuss, and take any necessary action to *approve* a *Subdivision Plat Application* for First Replat of Lots 4 and 5, Block 17 Pleasant Farms Subdivision Second Filing being 18.916- acre tract of land, Precinct #4, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

29. *MHRC Development Proposal Application: 6626 W. 10th Street, Eddie Landrum- Development Services Director:*

To consider, discuss, and take any necessary action regarding an *MHRC Development Proposal Application* to serve 6626 W. 10th Street, Precinct #4, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

30. *MHRC Development Proposal Application: 8350 W. 26th Street, Eddie Landrum- Development Services Director:*

To consider, discuss, and take any necessary action regarding an *MHRC Development Proposal Application* to serve 8350 W. 26th Street, Precinct #1, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

31. *Variance Application: Proposed Sunset Heights, Eddie Landrum- Development Services Director:*

To consider, discuss, and take any necessary action regarding a *Variance Application* for a Replat of the West Half of Lot 9, Block 14, Sunset Heights, Precinct #3, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

32. *Annexation, Dustin Fawcett- Ector County Judge:*

To consider, discuss, and take any necessary action to *approve* the *Annexation of Real Property* located at Boundary Survey, a 207.45- acre tract of land in Section 1, Block 42, Township 2 South, Texas & Pacific Railway Co. Survey, Ector County, Texas, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

CONSENT AGENDA

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

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

33a.) Line-Item Transfer- Justice of the Peace #4:

To consider, discuss, and take any necessary action to *approve* a *line-item transfer* to General Fund, Justice of the Peace #4, Postage, 001-204-5193 for \$1,600.00, Office Supplies, 001-204-5171 for \$1,700.00 from Educational Travel, 001-204-5161 for \$3,300.00, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

BUDGET/FINANCIAL

34. *Change Order #002 Approval Request, Andrea Morales, Purchasing Agent:*

To consider, discuss, and take any necessary action to *approve* Change Order #002 for "*removal of VMF design scope and add days to the schedule*" due to the final direction of the USPS and VMF locations, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

35. *Asphalt Repairs, Jon Crain- Airport Director:*

To consider, discuss, and take any necessary action to *approve* an *exemption* from the procurement process for the contracting of asphalt repairs upon Ector County-Odessa Schlemeyer Field Airport runways 16/34 and 11/29 due to the emergent situation as it relates to public safety and possible injury to life and property, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; the estimated cost is \$60,000.00.

36. *Budget Amendment: Non-Departmental, Tristan Marquez- County Auditor:*

To consider, discuss, and take any necessary action to *approve* a *budget amendment* to General Fund, Non-Departmental, Operating Transfer Out, 001-950-5801 from Unreserved Fund Balance, 001-3310 for \$880,808.00, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

37. *Budget Amendment: Capital Projects, Tristan Marquez- County Auditor:*

To consider, discuss, and take any necessary action to *approve* a *budget amendment* to Capital Projects Fund, New Building, 044-990-5503 for \$880,808.00, and to Operating Transfer In, 044-4801 for \$880,808.00, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

38. *Budget Amendment: Capital Projects, Tristan Marquez- County Auditor:*

To consider, discuss, and take any necessary action to *approve* a *budget amendment* to Capital Projects Fund, Professional Services, 044-990-5307 from Unreserved Fund Balance, 044-3310 for \$569,500.00, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

39. *Monthly Treasurer's Reports: May & June 2025, Cleopatra Callaway- County Treasurer:*

To consider, discuss, and take any necessary action to *approve* the Monthly Treasurer's Reports for *May 2025* and *June 2025*, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

40. *FY 2025-2026 Salary Grade Scale, Tristan Marquez- County Auditor:*

To consider, discuss, and take any necessary action to *approve* the *Fiscal Year 2025-2026 Salary Grade Scale*, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

41. *Fiscal Year 2025-2026 Budget, Shelby Rigtrup- Public Information Officer:*

To consider, discuss, and take any necessary action to *adopt* the *Fiscal Year 2025-2026 Budget* for Ector County, Texas, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

42. *Public Hearing: FY 2025-2026 Proposed Tax Rate, Shelby Rigtrup- Public Information Officer:*

To consider, discuss, and take any necessary action to *conduct* a public hearing on the *Proposed Ad Valorem Tax Rate* for *Fiscal Year 2025-2026*.

43. *Fiscal Year 2025-2026 Tax Rate, Shelby Rigtrup- Public Information Officer:*

To consider, discuss, and take any necessary action to *adopt* the *Fiscal Year 2025-2026 Ad Valorem Tax Rate* for Ector County, Texas, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

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

To consider, discuss, and take any necessary action to *approve* the *Accounts Payable Fund Requirements Report* for September 23rd, 2025, and review County financial statements and reports.

SPECIAL PROJECTS

45. *Presentation, Shelby Rigtrup- Public Information Officer:*

To consider, discuss, and take any necessary action on a *presentation* from the Design-Build Group regarding the Courthouse Project, blocking and stacking, and any design decisions/changes associated, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

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 September 17, 2025
At 04:30 PM


A handwritten signature in black ink that reads "Marco Dominguez". The signature is written in a cursive, flowing style.

Deputy 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 or 1070 East 8th Street, Room 778, Odessa, Texas 79761 during normal business hours and at least one (1) business day in advance.

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X 

Dustin Fawcett
Ector County Judge

ATTEST:

X 
Jennifer Martin
County Clerk

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