



Ector County Commissioners' Court

October 08, 2024

10:00 AM

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

CALL TO ORDER- JUDGE DUSTIN FAWCETT

Dustin Fawcett, County Judge
Mike Gardner, Commissioner Precinct #1
Greg Simmons, Commissioner Precinct #2
Don Stringer, Commissioner Precinct #3
Billy Hall, Commissioner Precinct #4
Minutes taken by Jennifer Martin, County Clerk

The meeting was called to order at 10:00 a.m.

INVOCATION- COMMISSIONER GREG SIMMONS

The invocation was led by Commissioner Simmons.

PLEDGE OF ALLEGIANCE- UNITED STATES AND TEXAS

Commissioner Hall led the pledge of allegiance to the United States flag and the pledge of allegiance to the Texas flag.

SPECIAL PRESENTATIONS/REQUESTS/RESOLUTIONS

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

To receive public comments on non-agenda related items.

There were no public comments.

2. Donation, Shelby Rigtrup- Public Information Officer

To consider, discuss, and take any necessary action to approve a \$600.00 donation from Linebarger Goggan Blair & Sampson, LLP, to the Ector County Employee Action Committee (EAC).

Commissioner Hall made a motion to approve the donation; a second was made by Commissioner Simmons. MOTION PASSED 5-0

3. Proclamation: National 4-H Week, Steve Paz- Agrilife Extension Agents Director

To consider, discuss, and take any necessary action to approve a *Proclamation* designating October 6th-12th, 2024, as *National 4-H Week*, and authorize the County Judge and County Commissioners to sign all documents associated with this agenda item.

Minutes Attachments

1. Agenda Item #3.pdf

Steve Paz addressed the court to introduce members of the 4-H. A motion was made by Commissioner Gardner to approve the proclamation as presented; Commissioner Hall seconded the motion. MOTION PASSED 5-0

4. Road Closure Request: West Odessa Baptist Church Festival, Mike Gardner- Commissioner, Pct. #1

To consider, discuss, and to take any necessary action regarding a *road closure request* from W. University down Flamingo Ave. to the West Odessa Baptist Church Alleyway for the West Odessa Baptist Church Festival on October 26th, 2024.

Commissioner Gardner made a motion to approve the road closure request as presented; a second was made by Commissioner Hall. MOTION PASSED 5-0

5. County Fixed Asset Inventory: Vehicle Disposal, Lucy Soto- Purchasing Director, Richard Mann- Adult Probation Director

To consider, discuss, and take any necessary action regarding the *disposal* of seven vehicles from the *County Fixed Asset Inventory* that were traded in for new vehicles for the Adult Probation Office

A motion was made by Commissioner Stringer to approve the disposal of seven vehicles from the county fixed asset inventory as presented; Commissioner Hall seconded the motion. MOTION PASSED 5-0

PUBLIC HEARING AND RELATED DISCUSSION AND POTENTIAL ACTION

6. Bid Proposal Award: Oil & Gas Lease, Lucy Soto- Purchasing Director, John Henderson- Commissioners' Court Attorney & Grant Writer, Lee McClendon- County Attorney

To conduct a public hearing pursuant to Chapter 71 of the Texas Natural Resources Code to receive and consider bid proposals submitted for Oil and Gas Lease (2024-RFP-043) for certain designated properties owned by Ector County (as listed in Exhibit A of 2024-RFP-043), and to consider, discuss, and take any necessary action to *approve* the *Bid Proposal* received from David H. Arrington Oil Company for acreage and property owned by Ector County located in Section 39, Block 42, Township 2 South, T&P Railway Company Survey, Ector County, Texas.

The public hearing opened at 10:09 a.m. No one came forward so the hearing closed at 10:10 a.m. Commissioner Simmons made a motion to approve the bid proposal as presented; a second was made by Commissioner Hall. MOTION PASSED 5-0

CONTRACTS/AGREEMENTS/GRANTS

7. Grant Acceptance: 2024-2025 Friends of the Library Grant, Howard Marks- Library Director

To consider, discuss, and take any necessary action to approve the acceptance of *The Friends of the Library Grant* in the amount of \$35,000.00 for Fiscal Year 2024-2025 to the Ector County Library, and authorize the County Judge and Library Director to sign all documents associated with this agenda item; the grant will be paid in three installments over the course of the fiscal year.

Minutes Attachments

1. Agenda Item #7.pdf

A motion was made by Commissioner Gardner to approve the acceptance of grant as presented; Commissioner Simmons seconded the motion. MOTION PASSED 5-0

8. Engagement Letter: Hilltop Securities Asset Management LLC., Tristan Marquez- County Auditor

To consider, discuss, and approve the *Engagement Letter* from Hilltop Securities Asset Management, LLC., to provide *Rebate Compliance Services* for the 2017 and 2020 bond issuance, and authorize the County Judge to sign all documents associated with this agenda item.

Minutes Attachments

1. Agenda Item #8.pdf

Commissioner Gardner made a motion to approve the engagement letter from Hilltop Securities Asset Management, LLC as presented; a second was made by Commissioner Hall. MOTION PASSED 5-0

9. Addendum/Contract Extension Approval Correction: Fleet Maintenance & Management, Lucy Soto- Purchasing Director, John Henderson- Commissioners' Court Attorney and Grant Writer

To consider, discuss, and take any necessary action to approve the *correction* to *Addendum #10-Contract Extension*, for *Fleet and Equipment Maintenance and Management Services* with Vector Fleet Management, and authorize the County Judge to sign all documents associated with this agenda item; the correction includes a percentage change from 2.5% to 1.5%.

Minutes Attachments

1. Agenda Item #9.pdf

A motion was made by Commissioner Stringer to approve the agenda item as presented; Commissioner Simmons seconded the motion. MOTION PASSED 5-0

10. Ratification: CCA Airport Contract, Don Stringer- Commissioner, Pct. #3

To consider, discuss, and take any necessary action to *ratify* the *assumption* of the *CCA Contract* for Ector County-Odessa Schlemeyer Field Airport, and authorize the County Judge to sign all documents associated with this agenda item.

Minutes Attachments

1. Agenda Item #10.pdf

Commissioner Stringer made an amendment to the agenda item stating the CCA should read CAA. A motion was made by Commissioner Simmons to approve the ratification of the CAA Contract; Commissioner Hall seconded the motion. MOTION PASSED 5-0

11. Contract Renewal: Fleet Maintenance Services, Lucy Soto- Purchasing Director, Jeffrey Avery- Public Works Director

To consider, discuss, and take any necessary action regarding the *renewal* of the *Interlocal Agreement for Fleet Maintenance Services* with Medical Center Hospital System (MCH), and authorize the County Judge to sign all documents associated with this agenda item.

Minutes Attachments

1. Agenda Item #11.pdf

Commissioner Hall made a motion to approve the Interlocal Agreement for Fleet Maintenance Services as presented; a second was made by Commissioner Simmons. MOTION PASSED 5-0

12. Contract Renewal: Participating Entity Services Agreement SAVNS, Tristan Marquez- County Auditor

To consider, discuss, and take any necessary action regarding the *Fifth Contract Renewal Participating Entity Services Agreement*, contracted with Appriss Insights LLC, for the Statewide Automated Victim Notification Service (SAVNS), and authorize the County Judge to sign all documents associated with this agenda item.

ITEM WITHDRAWN

13. Contract Renewal: Title IV-E Legal, Tristan Marquez- County Auditor

To consider, discuss, and take any necessary action regarding the renewal of the *Ector County Title IV-E Legal Contract #HHS000285100001* with the Department for Family and Protective Services beginning October 1st, 2024, and authorize the County Judge to sign all documents associated with this agenda item.

Minutes Attachments

1. Agenda Item #13.pdf

A motion was made by Commissioner Simmons to approve the renewal of the Ector County Title IV-E Legal Contract as presented; Commissioner Gardner seconded the motion. MOTION PASSED 5-0

14. Kofile, Inc. Project Change Request Form, Mike Griffis- Sheriff, Clarissa Webster- District Clerk

To consider, discuss, and take any necessary action to approve the *Kofile, Inc. Project Change Request Form*, and authorize the County Judge to sign all documents associated with this agenda item; this will add a Tyler PSA fee of \$13,440.00 to the existing budget for the Kofile agreement, and said PSA consists of "Kofile image export for Sheriff's Office to include developing minimal IFL for future Jail/LE projects (ODY-40456)" and will serve as a pass-through for these expenses.

Minutes Attachments

1. Agenda Item #14.pdf

Commissioner Hall made a motion to approve the agenda item as presented; a second was made by Commissioner Gardner. MOTION PASSED 5-0

15. Professional Services Agreement (PSA): Tyler Technologies, Inc. Data Conversion/DBA, Mike Griffis- Sheriff, Clarissa Webster- District Clerk

To consider, discuss, and take any necessary action to approve the *Professional Services Agreement (PSA)* with Tyler Technologies, Inc. for *Data Conversion/DBA* for the *Kofile Image Export* for the Sheriff's Office, and authorize the County Judge to sign all documents associated with this agenda item; the PSA will include developing minimal IFL for future Jail/LE projects (ODY-40456).

Minutes Attachments

1. Agenda Item #15.pdf

A motion was made by Commissioner Gardner to approve the agenda item as presented; Commissioner Hall seconded the motion. MOTION PASSED 5-0

16. Professional Services Agreement (PSA): Tyler Technologies, Inc. PaperGate/iDocket Documents, Clarissa Webster- District Clerk

To consider, discuss, and take any necessary action to approve the *Professional Services Agreement (PSA)* with Tyler Technologies, Inc. for uploading *PaperGate* documents and *iDocket* documents, and authorize the County Judge to sign all documents associated with this agenda item; reference ODY-347917 for completion of work related to 2015 P.O. #32567.

Minutes Attachments

1. Papergate.pdf

Commissioner Gardner made a motion to approve the agenda item as presented; a second was made by Commissioner Simmons. MOTION PASSED 5-0

PERSONNEL REQUESTS

17. Reappointment: 911 Emergency Communication District of Ector County Board, Mike Gardner- Commissioner, Pct. #1

To consider, discuss, and take any necessary action to reappoint Mike Gardner to the 911 Emergency Communication District of Ector County Board.

A motion was made by Commissioner Hall to reappoint Mike Gardner to the 911 Emergency Communication District of Ector County Board; Commissioner Stringer seconded the motion. MOTION PASSED 5-0

18. Coliseum Concessions Manager, Aaron Martin- Coliseum Director

To consider, discuss, and take any necessary action to approve the job position creation, job description, salary range, and the posting of the position for the Concessions Manager at the Ector County Coliseum; the salary for this position will come from account 041- Coliseum Operating Fund.

Commissioner Stringer made a motion to approve the creation of the Concessions Manager position, the job description, salary range and the posting of the position; a second was made by Commissioner Gardner. MOTION PASSED 5-0

19. Coliseum Assistant Concessions Manager, Aaron Martin- Coliseum Director

To consider, discuss, and take any necessary action to approve the job position creation, job description, salary range, and the posting of the position for the Assistant Concessions Manager at the Ector County Coliseum; the salary for this position will come from account *041- Coliseum Operating Fund*.

A motion was made by Commissioner Stringer to approve the Assistant Concessions Manager position, the job description, salary range and the posting of the position; Commissioner Hall seconded the motion. MOTION PASSED 5-0

POLICIES/PROCEDURES

20. Proposed Game Room Regulations, John Henderson- Commissioners' Court Attorney and Grant Writer

To consider, discuss, and take any necessary action to publish a *public notice* and *schedule a hearing* on the *Takings Impact Assessment* and the *proposed County Game Room Regulations* for Ector County, Texas, as authorized by Chapter 234 of the Texas Local Government Code, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

Minutes Attachments

1. Agenda Item #20.pdf

Commissioner Gardner made a motion to approve the agenda item as presented; a second was made by Commissioner Hall. MOTION PASSED 5-0

PLANNING AND DEVELOPMENT

21. Annexation, Eddie Landrum- Planning and Development Director

To consider, discuss, and take any necessary action regarding the *annexation* of real property, being a 24.50-acre tract located in the Southwest quarter of Section 39, Block 41, T-1-S, T & P RR Co. Survey, Ector County, Texas, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

Minutes Attachments

1. Agenda Item #21.pdf

A motion was made by Commissioner Hall to approve the annexation as presented; Commissioner Simmons seconded the motion. MOTION PASSED 5-0

BUDGET/FINANCIAL

22. FY 2024-2025 Budget: 911 Emergency Communication District of Ector County, Mike Gardner- Commissioner, Pct. #1

To consider, discuss, and take any necessary action to approve the *911 Emergency Communication District of Ector County Budget for Fiscal Year 2024-2025*, and authorize the County Judge to sign all documents associated with this agenda item.

Commissioner Gardner made a motion to approve the 911 Emergency Communication District of Ector County Budget for FY 2024-2025; a second was made by Commissioner Simmons. MOTION PASSED 5-0

23. Fiscal Year 2025 Budgets: Rural Law Enforcement Grant, Tristan Marquez- County Auditor

To consider, discuss, and take any necessary action to approve the *Fiscal Year 2025 Fund 007 Budgets* for the District Attorney, Sheriff's Office, and Constable Precinct #4 funded by the Rural Law Enforcement Grant.

Minutes Attachments

1. Agenda Item #23.pdf

A motion was made by Commissioner Garnder to approve the agenda item as presented; Commissioner Hall seconded the motion. MOTION PASSED 5-0

24. 2025 Coliseum Budget: In-House Concessions, Tristan Marquez- County Auditor

To consider, discuss, and take any necessary action to approve the *Fiscal Year 2025 Coliseum Fund 041 Budget*, account #041-861- Coliseum Concessions.

Minutes Attachments

1. Agenda Item #24.pdf

Commissioner Hall made a motion to approve the Fiscal Year 2025 Coliseum Fund 041 Budget as presented; a second was made by Commissioner Gardner. MOTION PASSED 5-0

25. Budget Amendments- Funds 007 & 041, Tristan Marquez- County Auditor

To consider, discuss, and take any necessary action to approve the budget amendments required for Fund 007 and Fund 041 for Fiscal Year 2025, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

Minutes Attachments

1. Agenda Item #25.pdf

A motion was made by Commissioner Simmons to approve the budget amendments for Fund 007 and Fund 041 for FY 2025; Commissioner Hall seconded the motion. MOTION PASSED 5-0

26. ARPA Funds, Tristan Marquez- County Auditor

To consider, discuss, and take any necessary action to allocate the remaining ARPA funds, and authorize the County Judge to sign all documents associated with this agenda item.

Discussion was had regarding the remaining \$297,000 in ARPA Funds. They discussed the Cemetery, Medical Examiner's office building and additional radios for the Sheriff's Office. Commissioner Hall made a motion to allocate \$70,000 to the cemetery study, \$130,000 to \$160,000 for the Medical Examiner building and the remaining funds, minus \$2,400 for Sheriff's Office radios, will be allocated to the development of the property; a second was made by Commissioner Gardner 5-0

27. Financial Reports/Statements, Tristan Marquez- County Auditor

To consider, discuss, and take any necessary action to approve the *Accounts Payable Fund Requirements Report* for October 8th, 2024, and review County financial statements and reports.

Minutes Attachments

1. AP Department Payment Report - 6956.pdf
2. AP Department Payment Report - 6979.pdf
3. AP Department Payment Report - 6944.pdf
4. AP Department Payment Report - 6947.pdf

A motion was made by Commissioner Simmons to approve the Accounts Payable Fund Requirements Report as presented; Commissioner Hall seconded the motion. MOTION PASSED 5-0

10:30 a.m.

Commissioner Stringer made a motion to adjourn into Executive Session; a second was made by Commissioner Simmons. MOTION PASSED 5-0

1:15 p.m.

A motion was made by Commissioner Simmons to reconvene; Commissioner Gardner seconded the motion. MOTION PASSED 5-0

EXECUTIVE SESSION

28. Legal Matters, Shelby Rigtrup- Public Information Officer

To consider and discuss legal matters pursuant to Title 5, Chapter 551, Section 551.071, Texas Government Code.

Commissioner Simmons made a motion to approve a vehicle settlement for \$7,000 and to authorize Risk Management to move forward with the settlement; a second was made by Commissioner Gardner. MOTION PASSED 5-0

29. Real Estate, Shelby Rigtrup- Public Information Officer

To consider and discuss real estate issues/transactions pursuant to Title 5, Chapter 551, Section 551.072, Texas Government Code.

30. Personnel Matters, Shelby Rigtrup- Public Information Officer

To consider and discuss personnel matters pursuant to Title 5, Chapter 551, Section 551.074, Texas Government Code.

Commissioner Simmons made a motion to authorize the District Attorney to hire a prosecutor at step 19 due to experience; a second was made by Commissioner Stringer. MOTION PASSED 5-0

A motion was made by Commissioner Simmons to reclassify the salary for the non-certified investigator starting step 1 at \$32.41/hour; Commissioner Stringer seconded the motion. MOTION PASSED 5-0

Commissioner Simmons made a motion to approve the promotion of the discussed Heavy Equipment Operator I to Heavy Equipment Operator II at a step 9; a second was made by Commissioner Gardner. MOTION PASSED 5-0

ADJOURN

Time: 1:17 p.m.

With no further business to discuss a motion to adjourn was made by Commissioner Stringer with a second by Commissioner Hall. MOTION PASSED 5-0

THE STATE OF TEXAS

COUNTY OF ECTOR

I, Jennifer Martin, County Clerk, do hereby attest to the accuracy of the Commissioners Court Proceedings for the meeting held on the above date.

October 17, 2024 at 03:43 PM



Jennifer Martin, Ector County Clerk