



Ector County Commissioners' Court

December 19, 2024

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**

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 10:02 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 was no public comment.
2. Public Works Employee of the Year Recognition, Amber Valles- Public Works Department Coordinator  
To consider, discuss, and take any necessary action to *recognize* Luis Esquivel, Traffic Supervisor, as *Public Works Employee of the Year*.  
Judge Fawcett read information regarding Mr. Esquivel and presented him with the award.

**NO ACTION WAS TAKEN ON THIS ITEM**

3. Proclamation: Human Trafficking Awareness Month, Shelby Rigtrup- Public Information Officer  
To consider, discuss, and take any necessary action to *approve* a *Proclamation* declaring January 2025 as *Human Trafficking Awareness Month*, and authorize the County Judge, County Commissioners, and County Clerk to sign all documents associated with this agenda

item.

## Minutes Attachments

### 1. [Agenda Item #3.pdf](#)

Commissioner Simmon made a motion to approve a proclamation declaring January 2025 as Human Trafficking Awareness Month; a second was made by Commissioner Gardner.  
MOTION PASSED 5-0

### 4. Road Closure Request, Shelby Rigtrup- Public Information Officer

To consider, discuss, and take any necessary action to *approve* a road closure off N. Gardendale Ave. in Gardendale, Texas for a community parade.

A motion was made by Commissioner Simmons to approve a road closure off N. Gardendale Ave. in Gardendale, Texas for a community parade; Commissioner Hall seconded the motion.  
MOTION PASSED 5-0

### 5. Donation, Mike Griffis- Sheriff

To consider, discuss, and take any necessary action to *approve* a *donation* from David M. Johnston for \$2,500.00 to the Ector County Sheriff's Office.

Commissioner Gardner made a motion to approve a donation from David M. Johnston for \$2,500.00 to the Ector County Sheriff's Office; a second was made by Commissioner Hall.  
MOTION PASSED 5-0

### 6. Donation, Mike Griffis- Sheriff

To consider, discuss, and take any necessary action to *approve* a *donation* from Mr. and Mrs. Howard Smith for \$2,500.00 to the Ector County Sheriff's Office.

A motion was made by Commissioner Hall to approve a donation from Mr. and Mrs. Howard Smith for \$2,500.00 to the Ector County Sheriff's Office; Commissioner Simmons seconded the motion. MOTION PASSED 5-0

### 7. Donation, Mike Griffis- Sheriff

To consider, discuss, and take any necessary action to *approve* a *donation* from J. L. Herriage for \$5,000.00 to the Ector County Sheriff's Office.

Commissioner Stringer made a motion to approve a donation from J.L. Herriage for \$5,000.00 to the Ector County Sheriff's Office; a second was made by Commissioner Simmons. MOTION PASSED 5-0

### 8. 2024 Fixed Asset Inventory Disposal & Missing Lists, Lucy Soto- Purchasing Director

To consider, discuss, and take any necessary action to *approve* the disposal of items on the *2024 Fixed Asset Inventory Disposal List*, and to take any necessary action regarding the *2024 Fixed Asset Inventory Missing List*, and authorize the County Judge to sign all documents associated with this agenda item.

A motion was made by Commissioner Simmons made a motion to approve the disposal of items on the 2024 Fixed Asset Inventory Disposal List with exception of item #49467 which has been located; Commissioner Stringer seconded the motion. MOTION PASSED 5-0

### 9. Presentation, John Henderson- Commissioners' Court Attorney and Grant Writer

To consider, discuss, and take any necessary action to receive a presentation from Parkhill as Owner's Representative regarding the scope of services for the design-build of the new Ector County Courthouse.

Judge Fawcett read Agenda Item 9 and 10 together because the presentation was being given together.

Ashley Coco, Butler-Cohen and April Pottorff, DLR Group addressed the court and gave a presentation regarding the different options whether to include the annex offices in the new courthouse, annex building reuse and health department.

Judge Fawcett opened up the floor for discussions as to what option the court would prefer. There was discussion among the court members with April Pottorff answering their

questions.

Jeff Russell - addressed the court.

Scott Johnson - addressed the court to ask about the size of the parking and if the county could charge for parking garage.

#### **NO ACTION WAS TAKEN ON THIS ITEM**

#### 10. Presentation, John Henderson- Commissioners' Court Attorney and Grant Writer

To consider, discuss, and take any necessary action to receive a presentation from DLR Group as the design team regarding the scope of services for the design-build of the new Ector County Courthouse.

See Agenda #9

#### 11. Ector County Courthouse Scope of Work & Design, John Henderson- Commissioners' Court Attorney and Grant Writer

To consider, discuss, and take any necessary action regarding the scope of work and design for the design-build of the new Ector County Courthouse, and authorize the County Judge to sign all documents associated with this agenda item.

Judge Fawcett made a motion to move forward with the combined courthouse facility as discussed which would 320,000 square feet of which would be enough space to bring over all of the annex operations aside from purchasing and the elections department warehouse space. MOTION DIED DUE TO LACK OF SECOND

Commissioner Simmons made a motion to move forward with the courthouse only and leave annex as is. MOTION DIED DUE TO LACK OF SECOND.

A motion was made by Commissioner Stringer to table the agenda item until the next meeting; Commissioner Gardner seconded the motion. MOTION PASSED 4-1 (Commissioner Simmons voted against the motion)

#### **AWARD OF BIDS/PROPOSALS**

#### 12. Vehicle Purchases/Leases, Lucy Soto- Purchasing Director, Jeffrey Avery- Public Works Director

To consider, discuss, and take any necessary action to *approve* the purchases and leases of vehicles from Sewell Ford through the HGAC Cooperative Contract #VE05-24, and authorize the County Judge to sign all documents associated with this agenda item.

Commissioner Stringer made a motion to approve the purchases and leases of vehicles from Sewell Ford through the HGAC Cooperative Contract #VE05-24; a second was made by Commissioner Gardner. MOTION PASSED 4-1 (Commissioner Simmons voted against the motion)

#### 13. Qualification Statement Ratings: Coliseum Design-Build Services, Lucy Soto- Purchasing Director, Aaron Martin- Coliseum Director

To consider, discuss, and take any necessary action to *approve* the *Qualification Statement Ratings* for the *Design-Build Services: Coliseum Building B and C Request for Qualifications*, and to *authorize* the start of negotiations with Henthorn Commercial Construction, LLC.

A motion was made by Commissioner Hall to approve the Qualification Statement Ratings for the Design-Build Services: Coliseum Building B & C Request for Qualifications, and to authorize the start of negotiations with Henthorn Commercial Construction, LLC; Commissioner Gardner seconded the motion. MOTION PASSED 5-0

#### **CONTRACTS/AGREEMENTS/GRANTS**

#### 14. Vendor Information Update Approval, Eunice Ibarra- Health Department

To consider, discuss, and take any necessary action to *approve* vendor information updates of the Ector County Health Department for the Department of State Health Services (DSHS), and authorize the County Judge to sign all documents associated with this agenda item; this is necessary to begin the renewal process of the MOU for use of the syndromic surveillance

data.

#### Minutes Attachments

1. [Agenda Item #14.pdf](#)

Commissioner Simmons made a motion to approve vendor information updates of the Ector County Health Department for the Department of State Health Services (DSHS), and authorize the County Judge to sign all documents associated with this agenda item; a second was made by Commissioner Gardner. MOTION PASSED 5-0

15. Purchase Request: CityWorks Software, Lucy Soto- Purchasing Director, Eddie Landrum- Development Services Director

To consider, discuss, and take any necessary action to *approve* the purchase and implementation of *CityWorks Software by Woolpert Inc.*, for Development Structure Permits, Drive Approach Permits ROW Permits, and Cell Tower Permits for the Development Services Department, and approve the County Judge to sign all documents associated with this agenda item.

#### Minutes Attachments

1. [Agenda Item #15.pdf](#)

A motion was made by Commissioner Hall to approve the purchase and implementation of CityWorks Software by Woolpert Inc., for Development Structure Permits, Drive Approach Permits ROW Permits, and Cell Tower Permits for the Development Services Department, and approve the County Judge to sign all documents associated with this agenda item; Commissioner Simmons seconded the motion. MOTION PASSED 5-0

16. Disbursements Agreement for Card Issuance, Cleopatra Callaway- County Treasurer, Clarissa Webster- District Clerk

To consider, discuss, and take any necessary action to *approve* the *Disbursements Agreement for Card Issuance* by and between Ector County, Texas, and Tyler Technologies, Inc., and authorize the County Judge to sign all documents associated with this agenda item.

#### Minutes Attachments

1. [Agenda Item #16.pdf](#)

Commissioner Gardner made a motion to approve the Disbursements Agreement for Card Issuance by and between Ector County, Texas, and Tyler Technologies, Inc., and authorize the County Judge to sign all documents associated with this agenda item; a second was made by Commissioner Simmons. MOTION PASSED 5-0

17. Professional Services Agreement & Business Associate Agreement, Eunice Ibarra- Health Department

To consider, discuss, and take any necessary action to *approve* a *Professional Services Agreement* and a *Business Associate Agreement* by and between the Ector County Health Department and the Texas Tech University Health Sciences Center at El Paso, and authorize the County Judge to sign all documents associated with this agenda item.

#### Minutes Attachments

1. [Agenda Item #17.pdf](#)

A motion was made by Commissioner Simmons to approve a Professional Services Agreement and a Business Associate Agreement by and between the Ector County Health Department and the Texas Tech University Health Sciences Center at El Paso, and authorize the County Judge to sign all documents associated with this agenda item; Commissioner Gardner seconded the motion. MOTION PASSED 5-0

18. Interlocal Agreement, John Henderson- Commissioners' Court Attorney and Grant Writer

To consider, discuss, and take any necessary action to *approve* an *Interlocal Agreement* by and between Ector County, Texas, and Midland County, Texas, regarding the joint funding of shared County Extension Agents, and authorize the County Judge, County Clerk, and County

Attorney to sign all documents associated with this agenda item.

Commissioner Hall made a motion to approve an Interlocal Agreement by and between Ector County, Texas, and Midland County, Texas, regarding the joint funding of shared County Extension Agents, and authorize the County Judge, County Clerk, and County Attorney to sign all documents associated with this agenda item; a second was made by Commissioner Gardner. MOTION PASSED 5-0

19. Lease Agreement Approval Request, John Henderson- Commissioners' Court Attorney and Grant Writer

To consider, discuss, and take any necessary action to approve a *Lease Agreement* by and between Ector County, Texas, and Butler-Cohen, LLC., for the premises located at 204 N. Grant Ave., and authorize the County Judge to sign all documents associated with this agenda item.

A motion was made by Commissioner Simmons to table the item; Commissioner Hall seconded the motion. MOTION PASSED 5-0

## PERSONNEL REQUESTS

20. Constable Reappointment , Shelby Rigtrup- Public Information Officer

To consider, discuss, and take any necessary action to *re appoint* James (Wes) Carta as *Constable* for Precinct #1.

Commissioner Gardner made a motion to reappoint James "Wes" Carta as Constable for Precinct #1; a second was made by Commissioner Simmons. MOTION PASSED 5-0

21. Personnel Step Change Request, Dusty Gallivan- District Attorney

To consider, discuss, and take any necessary action to *approve* the hiring of a *Trial Chief* at a step 202-28 due to 30 years of experience.

A motion was made by Commissioner Simmons to approve the hiring of a Trial Chief at a step 202-28 due to 30 years of experience; Commissioner Gardner seconded the motion. MOTION PASSED 5-0

22. Airport Board Member Reappointments, Don Stringer- Commissioner, Pct. #3

To consider, discuss, and take any necessary action to *approve* the *board member reappointments* to the Ector County Odessa/Schlemeyer Field Airport Board.

Commissioner Stringer made a motion to approve the board member reappointments to the Ector County Odessa/Schlemeyer Field Airport Board. Following are the nominations:

Commissioner Gardner nominated Winston Kenworthy

Commissioner Simmons nominated Mark Merritt

Commissioner Stringer nominated Travis Fisher

Commissioner Hall nominated David Donham

Judge Fawcett nominated William Ritter

A second was made by Commissioner Hall. MOTION PASSED 5-0

## DEVELOPMENT SERVICES

23. MHRC Application Form: 11700 W. University Blvd., Eddie Landrum- Development Services Director

To consider, discuss, and take any necessary action on an *MHRC Application Form* for property located at 11700 W. University Blvd., Precinct #1, and authorize the County Judge to sign all documents associated with this agenda item.

### Minutes Attachments

1. [Agenda Item #23.pdf](#)

A motion was made by Commissioner Gardner to approve an MHRC Application Form for property located at 11700 W. University Blvd., Precinct #1, and authorize the County Judge to sign all documents associated with this agenda item; Commissioner Hall seconded the motion. MOTION PASSED 5-0

24. MHRC Development Proposal Request: 14222 W. Ramon St. MHRC, Eddie Landrum- Development

#### Services Director

To consider, discuss, and take any necessary action on an *MHRC Development Proposal* to serve 14222 W. Ramon St., Precinct #1, and authorize the County Judge to sign all documents associated with this agenda item.

#### Minutes Attachments

##### 1. [Agenda Item #24.pdf](#)

Commissioner Gardner made a motion to approve an MHRC Development Proposal to serve 14222 W. Ramon St., Precinct #1, and authorize the County Judge to sign all documents associated with this agenda item; a second was made by Commissioner Hall. MOTION PASSED 5-0

#### 25. MHRC Development Proposal Request: 14230 W. Ramon St., Eddie Landrum- Development Services Director

To consider, discuss, and take any necessary action on an *MHRC Development Proposal* to serve 14230 W. Ramon St., Precinct #1, and authorize the County Judge to sign all documents associated with this agenda item.

#### Minutes Attachments

##### 1. [Agenda Item #25.pdf](#)

A motion was made by Commissioner Gardner to approve an MHRC Development Proposal to serve 14230 W. Ramon St., Precinct #1, and authorize the County Judge to sign all documents associated with this agenda item; Commissioner Hall seconded the motion. MOTION PASSED 5-0

### CONSENT AGENDA

#### 26. Proposed Consent Agenda, Tristan Marquez- County Auditor

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

##### 26a.) Line-Item Transfer- Coliseum:

To consider, discuss, and take any necessary action to *approve* a line-item transfer to Coliseum Fund, Motor Vehicle Equipment, 041-860-5505 from Building Materials, 041-860-5241 for \$712.00, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

##### 26b.) Line-Item Transfer- General Vehicle Purchases/Leases:

To consider, discuss, and take any necessary action to *approve* various line-item transfers for Motor Vehicle Equipment (General Fund), and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

##### 26c.) Line-Item Transfer- Sales Tax Vehicle Purchases/Leases:

To consider, discuss, and take any necessary action to *approve* various line-item transfers for Motor Vehicle Equipment (Sales Tax Fund), and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

#### Minutes Attachments

##### 1. [Agenda Item #26.pdf](#)

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

### BUDGET/FINANCIAL

#### 27. Engineering & Survey Costs: Proposed 3rd St. ROW, John Henderson- Commissioners' Court Attorney and Grant Writer

To consider, discuss, and take any necessary action to *approve* the engineering and survey costs for the acquisition of the proposed 3rd St. ROW, and authorize the County Judge to sign all documents associated with this agenda item.

A motion was made by Commissioner Hall to approve the engineering and survey costs for the acquisition of the proposed 3rd St., ROW, and authorize the County Judge to sign all documents associated with this agenda item; Commissioner Gardner seconded the motion.  
MOTION PASSED 5-0

28. Opioid Settlement Funds, Mike Gardner- Commissioner, Pct. #1

To consider, discuss, and take any necessary action regarding the *proposed disbursement of Opioid Settlement Funds* to Odessa Teen Court for \$37,800.00, and authorize the County Judge to sign all documents associated with this agenda item.

Rebecca Grisham, Odessa Teen Court - addressed the court to go over the need for financial assistance from Ector County.

Commissioner Gardner made a motion to disburse \$37,800.00 of the Opioid Settlement Funds to Odessa Teen Court; a second was made by Commissioner Hall. MOTION PASSED 5-0

29. Property Purchase Approval Request: 213 N. Hancock Ave., John Henderson- Commissioners' Court Attorney and Grant Writer

To consider, discuss, and take any necessary action to *approve* the purchase of the property located at 213 N. Hancock Ave., and authorize the County Judge to sign all documents associated with this agenda item.

Jeff Russell - addressed the court to ask the purchase price, what the appraisal was and if asbestos testing was completed.

Commissioner Stringer stated the purchase price is \$450,502.00 and Judge Fawcett informed him that he would get the appraisal to Mr. Russell and suggested that he submit a Public Information Request to get the findings of the asbestos tests.

A motion was made by Commissioner Hall to approve the purchase of the property located at 213 N. Hancock Ave.; Commissioner Gardner seconded the motion. MOTION PASSED 3-1-1 (Commissioner Simmons voted against the motion and Commissioner Stringer abstained from the vote)

30. Budget Amendment- Sales Tax Sheriff, Tristan Marquez- County Auditor

To consider, discuss, and take any necessary action to *approve a budget amendment* to Sales Tax Fund, Sheriff, Motor Vehicle Equipment, 005-360-5505 from Unreserved Fund Balance, 005-3310 for \$21,235.00, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

Minutes Attachments

1. [Agenda Item #30.pdf](#)

Commissioner Stringer made a motion to approve a budget amendment to Sales Tax Fund, Sheriff, Motor Vehicle Equipment, 005-360-5505 from Unreserved Fund Balance, 005-3310 for \$21,235.00, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item; a second was made by Commissioner Simmons. MOTION PASSED 5-0

31. Budget Amendment- 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, Software Maintenance Contracts, 005-025-5283 from Unreserved Fund Balance, 005-3310 for \$46,200.00, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

Minutes Attachments

1. [Agenda Item #31.pdf](#)

A motion was made by Commissioner Gardner to approve a budget amendment to Sales Tax Fund, Development Services, Software Maintenance Contracts, 005-025-5283 from Unreserved Fund Balance, 005-3310 for \$46,200.00, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item; Commissioner Hall seconded the motion. MOTION PASSED 5-0

32. Budget Amendment- Coliseum Capital Fund, Tristan Marquez- County Auditor

To consider, discuss, and take any necessary action to *approve a budget amendment* to Coliseum Capital Fund, Improvements and Construction, 043-860-5509 from Unreserved Fund Balance, 043-3310 for \$18,380.00, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

Minutes Attachments

1. [Agenda Item #32.pdf](#)

Commissioner Gardner made a motion to approve a budget amendment to Coliseum Capital Fund, Improvements & Construction, 043-860-5509 from Unreserved Fund Balance, 043-3310 for \$18,380.00, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item; a second was made by Commissioner Hall. MOTION PASSED 5-0

33. Budget Amendment- Youth Diversion Fund, Tristan Marquez- County Auditor

To consider, discuss, and take any necessary action to *approve a budget amendment* to the Youth Diversion Fund, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

Minutes Attachments

1. [Agenda Item #33.pdf](#)

A motion was made by Commissioner hall to approve a budget amendment to the Youth Diversion Fund, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item; Commissioner Gardner seconded the motion. MOTION PASSED 5-0

34. Outstanding Budget Amendments, Tristan Marquez- County Auditor

To consider, discuss, and take any necessary action to *approve various budget amendments* for the carry forward of outstanding encumbrances from FY 2024 to FY 2025, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

Minutes Attachments

1. [Agenda Item #34.pdf](#)

Commissioner Simmons made a motion to approve various budget amendments for the carry forward of outstanding encumbrances from FY 2024 to FY 2025, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item; a second was made by Commissioner Hall. MOTION PASSED 5-0

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

To consider, discuss, and take any necessary action to *approve the Accounts Payable Fund Requirements Report* for December 19th, 2024, and review County financial statements and reports.

Minutes Attachments

1. [AP Department Payment Report - 5957.pdf](#)

2. [AP Department Payment Report - 5931.pdf](#)

A motion was made by Commissioner Hall to approve the Accounts Payable Fund Requirements Report for December 19th, 2024, and review County financial statements and reports; Commissioner Simmons seconded the motion. MOTION PASSED 5-0

Time: 11:35 a.m.

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



Time: 1:55 p.m.

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

#### EXECUTIVE SESSION

36. 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.

**NO ACTION WAS TAKEN ON THIS ITEM**

37. 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.

**NO ACTION WAS TAKEN ON THIS ITEM**

38. 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 Gardner made a motion to authorize Human Resources to reclassify the position in Development Services and start at the step as discussed in Executive Session; a second was made by Commissioner Hall. MOTION PASSED 5-0

A motion was made by Commissioner Simmons to authorize the reclassification of a position in Adult Probation to Outreach Coordinator; Commissioner Stringer seconded the motion.  
MOTION PASSED 5-0

#### ADJOURN

Time: 1:57 P.M.

With no further business to discuss, a motion to adjourn was made by Commissioner Simmons with a second by Commissioner Gardner. 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.

February 19, 2025 at 02:15 PM



Jennifer Martin, Ector County Clerk