



Ector County Commissioners' Court

December 02, 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**

Dustin Fawcett, County Judge  
Mike Gardner, Commissioner Precinct #1  
Greg Simmons, Commissioner Precinct #2  
Samantha Russell, 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 MIKE GARDNER**

The invocation was led by Commissioner Gardner.

**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.

Gwen Burns, Chief Sanitarian for Ector County Health Department, addressed the court to discuss HB 2844 that passed during the 89th Texas Legislative Session.

Daniel Carpenter, 8554 W. Dunn, Odessa, Texas, spoke to the court regarding a bar that opened at the intersection of Moss and Paula Roads. Mr. Carpenter stated that he believes the parking situation is causing potential danger to residents that live in the area.

2. Proclamation, Dustin Fawcett- Ector County Judge

To consider, discuss, and take any necessary action to *approve* a *Proclamation* proclaiming recognition and celebration of the 97th Anniversary of Greater John's Baptist Church, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

Minutes Attachments

1. Agenda Item #2.pdf

Reverend E.J. Miller thanked Ector County for recognizing the 97th Anniversary of Greater St. John's Baptist Church.

Commissioner Simmons made a motion to approve a Proclamation proclaiming recognition and celebration of the 97th Anniversary of Greater John's Baptist Church, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; a second was made by Commissioner Russell. MOTION PASSED 5-0

3. Resolution, Shelby Rigtrup- Public Information Officer

To consider, discuss, and take any necessary action to *approve* a *Resolution* casting the Ector County Commissioners' Court votes for the members of the *Board of Directors of the Ector County Appraisal District*, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

Minutes Attachments

1. Agenda Item #3.pdf

A motion was made by Commissioner Simmons to approve a Resolution casting the Ector County Commissioner Court's 398 votes split evenly between the two candidates for the Board of Directors of the Ector County Appraisal District, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; Commissioner Hall seconded the motion. MOTION PASSED 5-0

4. Compliance Acknowledgement, Cleopatra Callaway- County Treasurer

To consider, discuss, and take any necessary action to *approve* and "*accept as a matter of record*" that Cleopatra Callaway, County Treasurer, has completed all requirements to be in *reporting compliance* as stated per PGC 83.003, Texas Government Code, and has completed the *Certificate of Compliance* for the Public Funds Investment Act per Section 2256.008, Investment Trainings, Local Governments, Texas Government Code, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

Commissioner Hall made a motion to approve an accept as a matter of record that Cleopatra Callaway, County Treasurer, has completed all requirements to be in *reporting compliance* as stated per PGC 83.003, Texas Government Code, and has completed the *Certificate of Compliance* for the Public Funds Investment Act per Section 2256.008, Investment Trainings, Local Governments, Texas Government Code, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; a second was made by Commissioner Russell. MOTION PASSED 5-0

5. Request for Donation of Assets , Andrea Morales- Purchasing Agent

To consider, discuss, and take any necessary action to *approve* the *donation* of a *2023 DJI Matrice 30T (SP)* , from the West Odessa Volunteer Fire Department to the Environmental Enforcement Department, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

Austin Harden, West Odessa Volunteer Fire Department Chief, addressed the court to explain why they wanted to make the donation stating that they no longer have a licensed drone pilot who can utilize the drone. Commissioner Gardner expressed his concern with the donation.

A motion was made by Commissioner Simmons to approve the *donation* of a *2023 DJI Matrice 30T (SP)*, from the West Odessa Volunteer Fire Department to the Environmental Enforcement Department, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; Commissioner Hall seconded the motion. MOTION PASSED 4-1 (Commissioner Gardner voted against the motion)

**AWARD OF BIDS/PROPOSALS**

6. Request for Proposal Specifications: 2025-RFP-105, Andrea Morales- Purchasing Agent, Aaron Martin- Coliseum Director

To consider, discuss, and take any necessary action to *approve* the *Request for Proposal Specifications for Advertising & Sponsorship Opportunities – 3 Sided Marquee at TX 191 & US 385, Odessa, TX, Proposal No. 2025-RFP-105*, and authorize the County Judge, and any other

necessary party, to sign all documents associated with this agenda item; these specifications have been designed by the Coliseum Director and the Purchasing Department, and are ready to advertise and distribute to vendors upon approval from the Commissioners' Court.

Aaron Martin, Coliseum Director, spoke to the court regarding the details of the proposal, stating that the goal is to recoup the funds expended to replace the marquee within five years.

Commissioner Simmons made a motion to approve the *Request for Proposal Specifications for Advertising & Sponsorship Opportunities – 3 Sided Marquee at TX 191 & US 385, Odessa, TX, Proposal No. 2025-RFP-105*, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; a second was made by Commissioner Russell. MOTION PASSED 5-0

## CONTRACTS/AGREEMENTS/GRANTS

### 7. NEHA-FDA Retail Flexible Funding Model Grant Program, Eunice Ibarra- Heath Department Secretary

To consider, discuss, and take any necessary action to *approve* the *NEHA-FDA Retail Flexible Funding Model Grant Program* for the Ector County Health Department, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; this grant and all funding is contingent upon the Health Department and County complying with all applicable federal statutes and regulations in effect during the grant period.

A motion was made by Commissioner Gardner to approve the *NEHA-FDA Retail Flexible Funding Model Grant Program* for the Ector County Health Department, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; Commissioner Simmons seconded the motion. MOTION PASSED 5-0

### 8. Coliseum/Football Use Permit Agreement, Aaron Martin- Coliseum Director

To consider, discuss, and take any necessary action to *approve* the *Football Use Permit Agreement* by and between the Ector County Coliseum and Indoor Sports United, LLC., and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

## Minutes Attachments

### 1. Agenda Item #8.pdf

Aaron Martin, Coliseum Director, addressed the court to announce that indoor football will be coming back to the Ector County Coliseum and to go over the differences between this contract and the previous ones. The name of the team will be the Odessa Drillers.

Commissioner Gardner made a motion to approve the *Football Use Permit Agreement* by and between the Ector County Coliseum and Indoor Sports United, LLC., and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; a second was made by Commissioner Hall. MOTION PASSED 5-0

## PERSONNEL REQUESTS

### 9. District Attorney Investigator Hiring Request, Dusty Gallivan- District Attorney

To consider, discuss, and take any necessary action to *approve* hiring a *District Attorney Investigator* at a Step 4 due to experience, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

A motion was made by Commissioner Simmons to approve hiring a *District Attorney Investigator* at a Step 4 due to experience, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; Commissioner Gardner seconded the motion. MOTION PASSED 5-0

## DEVELOPMENT SERVICES

### 10. Subdivision Plat Application: Pleasant Farms Subdivision- 8th Filing, Eddie Landrum- Development Services Director

To consider, discuss, and take any necessary action to *approve* a *Subdivision Plat Application* for Pleasant Farms Subdivision, 8th Filing, Replat of Lot 5, Block 14, Pleasant Farms Subdivision, 1st Filing in Section 48, Block 43, T-3-S, Precinct #4, and authorize the County

Judge, and any other necessary party, to sign all documents associated with this agenda item.

#### Minutes Attachments

##### 1. Agenda Item #10.pdf

Commissioner Hall made a motion to approve a *Subdivision Plat Application* for Pleasant Farms Subdivision, 8th Filing, Replat of Lot 5, Block 14, Pleasant Farms Subdivision, 1st Filing in Section 48, Block 43, T-3-S, Precinct #4, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; a second was made by Commissioner Simmons. MOTION PASSED 5-0

##### 11. Subdivision Plat Application: Melendez Subdivision, Eddie Landrum- Development Services Director

To consider, discuss, and take any necessary action to *approve a Subdivision Plat Application* for Melendez Subdivision, Replat of the West 6.241-acre Tract of Lot 7, Block 27, Pleasant Farms, 3rd Filing, Precinct #4, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

#### Minutes Attachments

##### 1. Agenda Item #11.pdf

A motion was made by Commissioner Hall to approve a *Subdivision Plat Application* for Melendez Subdivision, Replat of the West 6.241-acre Tract of Lot 7, Block 27, Pleasant Farms, 3rd Filing, Precinct #4, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; Commissioner Russell seconded the motion. MOTION PASSED 5-0

### PUBLIC WORKS

##### 12. County-wide Employee Driving Training Course, Amber Valles- Public Works Department Coordinator

To consider, discuss, and take any necessary action to *approve a County-wide Employee Driving Training Course* through NSC, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

Commissioner Gardner made a motion to approve a mandatory Employee Driver Training Course through NSC for employees who operate county-owned vehicles and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; a second was made by Commissioner Hall. MOTION PASSED 5-0

##### 13. No Parking Signs Discussion, Amber Valles- Public Works Department Coordinator

To consider, discuss, and take any necessary action regarding potential "*no parking*" signs on West Paula Road, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

A motion was made by Commissioner Hall to approve the placement of "no parking" signs on West Paula Road, and authorize the County Judge, and any other necessary party, to sign all documents associated with the agenda item; Commissioner Gardner seconded the motion. MOTION PASSED 5-0

### CONSENT AGENDA

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

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

##### 14a.) Line-Item Transfer- Equipment Services:

To consider, discuss, and take any necessary action to *approve a line-item transfer* to Equipment Services Fund, Special Departmental Equipment, 051-770-5507 from Motor Vehicle Fuel, 051-770-5202 for \$11,224.00, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

14b.) Line-Item Transfer- County Clerk:

To consider, discuss, and take any necessary action to *approve a line-item transfer* to General Fund, County Clerk, Professional Services, 001-160-5307 from Office Supplies, 001-160-5171 for \$1,500.00, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

Minutes Attachments

1. Agenda Item #14.pdf

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

**BUDGET/FINANCIAL**

15. IDEMIA LiveScan System Purchase Request, Mike Griffis- Sheriff

To consider, discuss, and take any necessary action to *approve* the purchase of the *IDEMIA LiveScan System*, which includes the unit price of \$35,099.00 with an annual maintenance fee of \$5,749.00, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; all TCOLE applicants and licensees are required to be fingerprinted via the LiveScan System for criminal background checks.

Minutes Attachments

1. Agenda Item #15.pdf

A motion was made by Commissioner Gardner to approve the purchase of the *IDEMIA LiveScan System*, which includes the unit price of \$35,099.00 with an annual maintenance fee of \$5,749.00, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; Commissioner Gardner seconded the motion. MOTION PASSED 5-0

16. Budget Amendment Request: Equipment Services, Tristan Marquez- County Auditor

To consider, discuss, and take any necessary action to *approve a budget amendment* to Equipment Services Fund, Special Departmental Equipment, 051-770-5507 for \$156,000.00, and to Sales Tax Vehicle Maintenance, 051-4124 for \$156,000.00, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

Minutes Attachments

1. Agenda Item #16.pdf

Commissioner Gardner made a motion to approve a *budget amendment* to Equipment Services Fund, Special Departmental Equipment, 051-770-5507 for \$156,000.00, and to Sales Tax Vehicle Maintenance, 051-4124 for \$156,000.00, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; a second was made by Commissioner Hall. MOTION PASSED 5-0

17. Budget Amendment Request: Sales Tax, Tristan Marquez- County Auditor

To consider, discuss, and take any necessary action to *approve a budget amendment* to Sales Tax Fund, Motor Vehicle Maintenance, 005-730-5251 from Unreserved Fund Balance, 005-3310 for \$156,000.00, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

Minutes Attachments

1. Agenda Item #17.pdf

A motion was made by Commissioner Gardner to approve a *budget amendment* to Sales Tax Fund, Motor Vehicle Maintenance, 005-730-5251 from Unreserved Fund Balance, 005-3310 for \$156,000.00, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; Commissioner Simmons seconded the motion. MOTION PASSED 5-0

18. Treasurer's Monthly Report , Cleopatra Callaway- County Treasurer

To consider, discuss, and take any necessary action to *approve* the *Ector County Treasurer's Monthly Reports* for July 2025 and August 2025, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; it is also requested that these reports be archived with the official minutes of this meeting.

#### Minutes Attachments

##### 1. Agenda Item #18.pdf

Commissioner Hall made a motion to approve the *Ector County Treasurer's Monthly Reports* for July 2025 and August 2025, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; a second was made by Commissioner Simmons. MOTION PASSED 5-0

##### 19. Financials Statements & Reports, Tristan Marquez- County Auditor

To consider, discuss, and take any necessary action to *approve* the *Accounts Payable Fund Requirements Report* for December 2nd, 2025, and review County financial statements and reports.

#### Minutes Attachments

##### 1. GENERAL EXPENSE APPROVAL REPORT 12 02 25.pdf

##### 2. TRUST EXPENSE REPORT 12 02 25.pdf

A motion was made by Commissioner Simmons to approve the *Accounts Payable Fund Requirements Report* for December 2nd, 2025, and review County financial statements and reports; Commissioner Gardner seconded the motion. MOTION PASSED 5-0

Time: 10:42 A.M.

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

Time: 12:01 P.M.

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

## EXECUTIVE SESSION

##### 20. Legal Matters, John Henderson- Commissioners' Court Attorney/Grant Writer

To consider, discuss, and take any necessary action regarding *legal matters* pursuant to Title 5, Chapter 551, Section 551.071, Texas Government Code, in relation to the Ector County Odessa-Schlemeyer Field Airport, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

**NO ACTION WAS TAKEN ON THIS ITEM**

##### 21. Legal Matters, John Henderson- Commissioners' Court Attorney/Grant Writer

To consider, discuss, and take any necessary action regarding *legal matters* pursuant to Title 5, Chapter 551, Section 551.071, Texas Government Code, in relation to the *Ector County Coliseum Design-Build Contract*, and authorize the County Judge, and any necessary party, to sign all documents associated with this agenda item.

Commissioner Simmons made a motion to authorize the County Attorney to initiate the process to terminate the Ector County Coliseum Design-Build Contract; a second was made by Commissioner Russell. MOTION PASSED 5-0

##### 22. Legal Matters, Julie Prentice- County Attorney, Jeffrey Avery- Public Works Director

To consider, discuss, and take any necessary action regarding *legal matters* pursuant to Title 5, Chapter 551, Section 551.071, Texas Government Code, in relation to the *SKG Engineering Contract*, and authorize the County Judge, and any necessary party, to sign all documents associated with this agenda item.

A motion was made by Commissioner Simmons to move forward with the termination of the SKG Engineering Contract; Commissioner Hall seconded the motion. MOTION PASSED 5-0

## ADJOURN

**Time: 12:00 P.M.**

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

January 13, 2026 at 11:43 AM

A handwritten signature in blue ink that reads "Jennifer Martin". The signature is written in a cursive style with a large initial "J" and "M".

Jennifer Martin, Ector County Clerk