



Ector County Commissioners' Court

August 27, 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

**INVOCATION**- Commissioner Don Stringer

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

**SPECIAL PRESENTATIONS/REQUESTS/RESOLUTIONS**

1. *Public Participation/Comments, Shelby Rigtrup- County Judge Admin. Assistant:*

To receive public comments on non-agenda related items.

2. *Library Card Sign-Up Month, Howard Marks- Library Director:*

To consider, discuss, and take any necessary action regarding the Ector County Library holding the month of September as the official *Library Card Sign-Up Month*, which the American Library Association (ALA) has been holding since 1987 to ensure every child in the Country has their own library card.

3. *2024-2025 Commissioners' Court Schedule, Shelby Rigtrup- County Judge Admin. Assistant:*

To consider, discuss, and take any necessary action to approve the updated Ector County Commissioners' Court Schedule for the 2024-2025 term.

4. *Dia de Los Muertos Parade and Festival, Shelby Rigtrup- County Judge Admin. Assistant:*

To consider, discuss, and take any necessary action regarding a request from Mauricio Navarro to use the Ector County Health Department parking lot for the *Dia de Los Muertos Parade and Festival* on Saturday, October 19th, 2024.

5. *Constable Appointment, Shelby Rigtrup- County Judge Admin. Assistant:*

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

6. *Meteor Crater Friends, Inc. Board Appointments, Debbie Clay- Commissioners' Court Admin.*

*Assistant:*

To consider, discuss, and take any necessary action to appoint/approve the members of the *Meteor Crater Friends, Inc. Board*.

7. *Ector County Parks and Recreational Masterplan Steering Committee Board Member*

*Appointments, Debbie Clay- Commissioners' Court Admin. Assistant:*

To consider, discuss, and take any necessary action to appoint/approve the members of the *Ector County Parks and Recreational Masterplan Steering Committee Board*.

8. *Proposed Property Purchase, Shelby Rigtrup- County Judge Admin. Assistant:*

To consider, discuss, and take any necessary action regarding the proposed purchase of the Amigos Bonding property located at 300 N. Texas Ave. Odessa, Texas, 79761, and authorize the County Judge, and any other necessary party/official, to sign all documents associated with this agenda item.

**AWARD OF BIDS/PROPOSALS**

9. *Award: Ector County Courthouse Design-Build Owners Representative, Shelby Rigtrup- County*

*Judge Admin. Assistant:*

To consider, discuss, and take any necessary action to award Parkhill as Ector County's Owners Representative for the Ector County Courthouse Design-Build Project, pursuant to Section 2269.305, Texas Government Code.

10. *Request for Proposal Rejection: Coliseum Concessionaire, Lucy Soto- Purchasing Director, Aaron Martin- Coliseum Director:*

To consider, discuss, and take any necessary action to *reject* all proposals submitted for the *Coliseum Concessionaire Request for Proposal*.

11. *Request for Bid Award: Road Construction Materials Testing, Lucy Soto- Purchasing Director, Jeffrey Avery- Public Works Director:*

To consider, discuss, and take any necessary action to approve the Request for Bid for *Road Construction Material Testing* to SKG Engineering.

12. *Request for Proposal Specifications: Security Fence for Courthouse, Lucy Soto- Purchasing Director, Billy Carrigan- Building Maintenance Director:*

To consider, discuss, and take any necessary action on the *Request for Proposal Specifications* for the Security Fence for Courthouse, Bid No. 2024-RFP-044; the specifications were developed by Building Maintenance and the Purchasing Department and are ready to advertise and distribute to vendors upon approval from the Commissioners' Court.

13. *Request for Proposal Specifications: Oil & Gas Lease III, Lucy Soto- Purchasing Director, Lee McClendon- County Attorney, John Henderson- Commissioners' Court Attorney and Grant Writer:*

To consider, discuss, and take any necessary action on the *Request for Proposal Specifications* for Oil & Gas Lease III, Bid No. 2024-RFP-043; the specifications were developed by the County Attorney, Commissioners' Court Attorney/Grant Writer, and the Purchasing Department, and are ready to advertise and distribute to vendors upon approval from the Commissioners' Court.

14. *Request for Proposal Specifications: ECUD Water Lines, Lucy Soto- Purchasing Director, Debi Hays- ECUD General Manager:*

To consider, discuss, and take any necessary action regarding the ECUD Water Lines *Request for Proposal Specifications* for the building of the water distribution project in West Odessa, using ARPA federal funds; the specifications were developed by approved engineer, Kimley-Horn, and are ready to advertise and distribute to vendors upon approval from the Commissioners' Court.

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

15. *Intergovernmental Agreement, Mike Griffis- Sheriff:*

To consider, discuss, and take any necessary action regarding an *Intergovernmental Agreement* for housing inmates by and between Ector County, Texas and Upton County, Texas, and authorize the County Judge, County Clerk, and Sheriff to sign all documents associated with this agenda item.

16. *Summit Food Service Agreement: Amendment No. 4, Mike Griffis- Sheriff:*

To consider, discuss, and take any necessary action regarding *Amendment No. 4* to the *Food Service Agreement* by and between the Ector County Adult and Juvenile Detention Centers and Summit Food Service, LLC., for Micro Market (Good to Go), and authorize the County Judge to sign all documents associated with this agenda item.

17. *Engagement Letter: Fiscal Year 2024 Independent Audit, Tristan Marquez- County Auditor:*

To consider, discuss, and take any necessary action regarding the *Engagement Letter* for *Ector County's Fiscal Year 2024 Independent Audit*, and authorize the County Judge to sign all documents associated with this agenda item.

18. *Renewal Agreement: Health and Human Services (MAC), Sonja Puga- Ector County Health Department:*

To consider, discuss, and take any necessary action regarding a *Renewal Agreement* by and between Ector County, Texas and Health and Human Services (Medicaid Administrative Claims/ MAC) for a term starting September 1st, 2024 through August 31st, 2029, and authorize the County Judge to sign all documents associated with this agenda item.

19. *Temporary Personnel Services, Lucy Soto- Purchasing Director, Delia Ortiz- Interim Human Resources Director:*

To consider, discuss, and take any necessary action to *reject* all proposals for Temporary Personnel Services, Bid No. 2024-RFP-035, and to approve the *specifications* for Temporary Personnel (II), Bid No. 2024-RFP-041; the specifications have been revised by the Interim HR Director and the Purchasing Department, and are ready to advertise and distribute to vendors upon approval from the Commissioners' Court.

20. *Contract Renewal: Time Clock Plus, Lucy Soto- Purchasing Director, Delia Ortiz- Interim Human Resources Director:*

To consider, discuss, and take any necessary action regarding a *One-Year Contract Renewal* with Time Clock Plus for the 2024-2025 Fiscal Year, and authorize the County Judge to sign all documents associated with this agenda item.

21. *Medicare Advantage Plan Term Renewal, Lucy Soto- Purchasing Director, Delia Ortiz- Interim Human Resources Director:*

To consider, discuss, and take any necessary action regarding the renewal for the *Medicare Advantage Plan* for the 2025 term, and authorize the County Judge to sign all documents associated with this agenda item; this is the second year of this proposal award and there is no increase in the cost.

22. *Agreement Extension: UMR UnitedHealthcare Stop Loss, Lucy Soto- Purchasing Director, Delia Ortiz- Interim Human Resources Director:*

To consider, discuss, and take any necessary action regarding an *extension* to the agreement with UMR for *UnitedHealthcare Stop Loss* with an overall increase of 6%, and authorize the County Judge to sign all documents associated with this agenda item; this is the first-year optional contract extension.

23. *Agreement Extension: UMR Third Party Administrator Services, Lucy Soto- Purchasing Director, Delia Ortiz- Interim Human Resources Director:*

To consider, discuss, and take any necessary action regarding an *extension* to the agreement with UMR for *Third Party Administrator Services* with an overall increase of 3%, and authorize the County Judge to sign all documents associated with this agenda item; this is the first-year optional contract extension.

**PERSONNEL REQUESTS**

24. *Environmental Investigator, Shelby Rigtrup- County Judge Admin. Assistant, Wes Carta- Environmental Enforcement/Emergency Management Director:*

To consider, discuss, and take any necessary action to authorize the creation and hiring of an *Environmental Investigator* for the Ector County Environmental Enforcement Department.

**CONSENT AGENDA**

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

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

25a.) Line-Item Transfer- Information Technology:

To consider, discuss, and take any necessary action to approve a line-item transfer to General Fund, I.T., Contract Services, 001-310-5309 from Subscriptions, 001-310-5207 for \$60,000.00, Telephone, 001-310-5351 for \$24,383.00, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

25b.) Line-Item Transfer- Jury Services:

To consider, discuss, and take any necessary action to approve a line-item transfer to General Fund, Jury, Postage, 001-210-5193 from Contract Services, 001-210-5309 for \$8,500.00, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

## **BUDGET/FINANCIAL**

26. *Budget Amendment: Commissioners' Court, Tristan Marquez- County Auditor:*

To consider, discuss, and take any necessary action to approve a budget amendment to General Fund, Commissioners' Court, Subscriptions, 001-020-5207 from Unreserved Fund Balance, 001-3310 for \$24,383.00, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

27. *Budget Amendment: Commissioners' Court, Tristan Marquez- County Auditor:*

To consider, discuss, and take any necessary action to approve a budget amendment to General Fund, Commissioners' Court, Educational Travel, 001-020-5161 from Unreserved Fund Balance, 001-3310 for \$3,900.00, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

28. *Public Hearing: FY 24-25 Proposed Budget, Shelby Rigtrup- County Judge Admin. Assistant:*

To consider, discuss, and take any necessary action to hold/conduct a public hearing on the *Proposed Budget for Fiscal Year 2024-2025*.

29. *Fiscal Year 2024-2025 Budget, Shelby Rigtrup- County Judge Admin. Assistant:*

To consider, discuss, and take any necessary action to adopt the *Fiscal Year 2024-2025 Budget* for Ector County, Texas, and authorize the County Judge, County Commissioners, and County Clerk to sign all documents associated with this agenda item.

30. *Public Hearing: Tax Rate, Shelby Rigtrup- County Judge Admin. Assistant:*

To consider, discuss, and take any necessary action to conduct/hold a public hearing on the *Proposed Tax Rate* for the Fiscal Year 2024-2025 Budget.

31. *Fiscal Year 2024-2025 Tax Rate, Shelby Rigtrup- County Judge Admin. Assistant:*

To consider, discuss, and take any necessary action to adopt the *Fiscal Year 2024-2025 Ad Valorem Tax Rate* for Ector County, Texas, and authorize the County Judge, County Commissioners, and County Clerk to sign all documents associated with this agenda item.

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

To consider, discuss, and take any necessary action to approve the *Accounts Payable Fund Requirements Report* for August 27th, 2024, and review County financial statements and reports.

## **EXECUTIVE SESSION**

33. *Legal Matters, Shelby Rigtrup- County Judge Admin. Assistant:*

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

34. *Legal Matters, Shelby Rigtrup- County Judge Admin. Assistant, Lee McClendon- County Attorney:*

An executive/closed session meeting will occur pursuant to Section 551.071(1)(2) and 551.129 of the Texas Government Code (consultation with attorneys), for the Commissioners' Court to consult with and seek advice from its attorneys regarding the following matters: (a) legal matters and issues concerning or related to pending or contemplated litigation or a settlement offer, including Court Case No. 4:24-CV-00368, now pending in the United States District Court for the Eastern District of Texas, Sherman Division, styled Courthouse News Service, Plaintiff, v. JoAnna Staton, in her Official Capacity as Bell County District Clerk, et al., Defendants, in which the Ector County District Clerk, Clarissa Webster, in her Official Capacity, is also named as a party-Defendant; and (b) legal matters and issues concerning or related to or subject to attorney-client privilege and/or attorney client confidentiality.

35. *Real Estate, Shelby Rigtrup- County Judge Admin. Assistant:*

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

36. *Personnel Matters, Shelby Rigtrup- County Judge Admin. Assistant:*

To consider and discuss personnel matters pursuant to Title 5, Chapter 551, Section 551.074, 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 August 22, 2024

At 04:25 PM


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