



Ector County Commissioners' Court

June 24, 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

**INVOCATION-** Commissioner Samantha Russell

**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. *Presentation, Mike Gardner- Commissioner, Pct. #1:*

To consider, discuss, and take any necessary action to *receive a presentation* from John Kelley, ECUD Board President.

3. *Presentation/Update, Dustin Fawcett- Ector County Judge:*

To consider, discuss, and take any necessary action to *receive a presentation/update* from Ector County Public Works and Environmental Enforcement regarding the *South Ector Emergency Declaration Operations*.

4. *Food Truck Request: Annex Building Parking Lot, John Henderson- Commissioners' Court Attorney/Grant Writer:*

To consider, discuss, and take any necessary action regarding a request from Betty Quintero to park her food truck on County Property within the Annex Building parking lot, to allow the sale of food/beverages to staff and constituents, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

5. *Donation, Mike Griffis- Sheriff:*

To consider, discuss, and take any necessary action to *accept* a \$6,650.00 donation from Law Enforcement Partners to the Ector County Sheriff's Office.

6. *Donation, Mike Griffis- Sheriff:*

To consider, discuss, and take any necessary action to accept a \$150,000.00 donation from Bustin' for Badges to the Ector County Sheriff's Office.

**AWARD OF BIDS/PROPOSALS**

7. *Bid Award: Trucking & Hauling Services, Lucy Soto- Purchasing Director, Jeffrey Avery- Public Works Director:*

To consider, discuss, and take any necessary action to *approve* the *award* for *Trucking & Hauling Services Project ID No. 2025-IFB-085*, to JC Roberts Construction Company, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

**CONTRACTS/AGREEMENTS/GRANTS**

8. *MOU & Notice to Proceed: USPS, Dustin Fawcett- County Judge:*

To consider, discuss, and take any necessary action to *approve* and to enter into a *Memorandum of Understanding (MOU)* with the United States Postal Service (USPS), and to issue a *Notice to Proceed* to the Design-Build Team on the future site of the Courthouse to be at the current USPS site, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

9. *Notice to Proceed: Demolition, Dustin Fawcett- Ector County Judge:*

To consider, discuss, and take any necessary action to issue a *Notice to Proceed* to the Design-Build Team in relation to the demolition of properties pertaining to the Courthouse Design-Build Project, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

10. *Change Order Approval Request, Dustin Fawcett- Ector County Judge:*

To consider, discuss, and take any necessary action to *approve* a *Change Order* for the design of the future parking garage, post office, and vehicle maintenance facility, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

11. *Vacate Property Authorization, Dustin Fawcett- Ector County Judge:*

To consider, discuss, and take any necessary action to *approve* and *request* Julie Prentice, Ector County Attorney, to send letters to all property occupants to vacate in anticipation of future demolition, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

12. *Budget/Agreement Amendment Request: DSHS Contract No. HHS001311600001, Eunice Ibarra- Health Department Secretary:*

To consider, discuss, and take any necessary action to *approve a budget/agreement amendment* to DSHS Contract No. HHS0001311600001 for *Health Emergency Preparedness and Response Grant Agreement*, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; this budget was deleted in its entirety and replaced with Attachment B-1, revised Budget Amendment No. 2, as the budget was divided to include one county employee and one contract employee.

13. *Purchase Request: Sign Material, Lucy Soto- Purchasing Director, Jeffrey Avery- Public Works Director:*

To consider, discuss, and take any necessary action to *approve* the purchase of sign material from Centerline Supply through the *BuyBoard Cooperative Contract No. 703-23*, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

14. *Professional Services Agreement: Tyler Technologies, Jennifer Martin- County Clerk:*

To consider, discuss, and take any necessary action to *approve a Professional Services Agreement* by and between Ector County, Texas, and Tyler Technologies, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item; this agreement is for Tyler Technologies to set up file share, monitor, deploy and publish Texas OCA Court Reminder ECR report which will allow other offices to take advantage of the free ECourt Date services.

**PERSONNEL REQUESTS**

15. *Salary Change Request, Amber Valles- Public Works Department Coordinator:*

To consider, discuss, and take any necessary action regarding a *salary change request* for the new Engineer Specialist to increase to a Step 5, hourly rate \$24.37, due to qualifying skills and a degree associated with this position, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

**POLICIES/PROCEDURES**

16. *Resolution: Tax Abatement Guidelines & Criteria, Julie Prentice- County Attorney:*

To consider, discuss, and take any necessary action to *approve a Resolution* to extend the Ector County Tax Abatement Guidelines and Criteria, an additional two years, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

17. *Procurement Policies & Procedures, 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 \$50,000.00 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.

18. *Procurement Policies & Procedures: September 1st, 2025, 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, effective September 1st, 2025, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

## CONSENT AGENDA

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

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

#### 19a.) Line-Item Transfer- Elections:

To consider, discuss, and take any necessary action to *approve a line-item transfer* to Elections Fund, Educational Travel, 004-980-5161 from Postage, 004-980-5193 for \$6,600.00, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

#### 19b.) 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 Educational Travel, 001-160-5161 for \$1,500.00, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

#### 19c.) Line-Item Transfer- Cemetery:

To consider, discuss, and take any necessary action to *approve a line-item transfer* to General Fund, Special Departmental Equipment, 001-720-5507 from Botanical Supplies, 001-720-5189 for \$6,200.00, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

## BUDGET/FINANCIAL

### 20. *Budget Amendment Request: 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 \$10,000,000.00, and to Operating Transfer-In General, 044-4801 for \$10,000,000.00, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

### 21. *Budget Amendment Request: Library, Tristan Marquez- County Auditor:*

To consider, discuss, and take any necessary action to *approve a budget amendment* to General Fund, Library, Department Furniture & Equipment, 001-690-5199 for \$6,386.00, Library Supplies, 001-690-5185 for \$11,058.00, Office Supplies, 001-690-5171 for \$54.00, New Books, 001-690-5201 for \$4,351.00, Subscriptions, 001-690-5207 for \$396.00 and to Donated Revenues, 001-4171 for \$22,245.00, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

### 22. *Budget Amendment Request: 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 \$10,000,000.00, and authorize the County Judge and County Clerk to sign all documents associated with this agenda item.

### 23. *Financial Statements & Reports, Tristan Marquez- County Auditor:*

To consider, discuss, and take any necessary action to approve the *Accounts Payable Fund Requirements Report* for June 24th, 2025, and review County financial statements and reports.

**EXECUTIVE SESSION**

24. *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 directing hired counsel to move forward with *litigation* regarding oil and gas ownership interests in the mineral estate under 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.

25. *Personnel Matters, Delia Ortiz- Human Resources Director:*

To consider, discuss, and take any necessary action regarding *personnel matters* pursuant to Title 5, Chapter 551, Section 551.074, Texas Government Code, in relation to *starting pay clarification* for the Project Manager position within the Building Maintenance Department, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

26. *Personnel Matters, Delia Ortiz- Human Resources Director:*

To consider, discuss, and take any necessary action regarding *personnel matters* pursuant to Title 5, Chapter 551, Section 551.074, Texas Government Code, in relation to *cell phone allowance clarification* within the Building Maintenance and Airport Departments, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

27. *Personnel Matters, Delia Ortiz- Human Resources Director:*

To consider, discuss, and take any necessary action regarding *personnel matters* pursuant to Title 5, Chapter 551, Section 551.074, Texas Government Code, in relation to *position reclassification* within the Airport Department, and authorize the County Judge, and any other necessary party, to sign all documents associated with this agenda item.

28. *Personnel Matters, Delia Ortiz- Human Resources Director:*

To consider, discuss, and take any necessary action regarding *personnel matters* pursuant to Title 5, Chapter 551, Section 551.074, Texas Government Code, in relation to *salary step clarifications* within the Human Resources Department, 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 June 20, 2025  
At 09:06 AM

A handwritten signature in black ink that reads "Marco Dominguez". The signature is written in a cursive style with a large, prominent 'M' and 'D'.

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.

**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.**

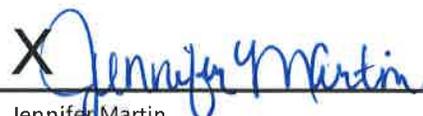
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X 

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Dustin Fawcett  
Ector County Judge

**ATTEST:**

X 

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Jennifer Martin  
County Clerk

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