ECTOR COUNTY EMERGENCY SERVICES DISTRICT NO. 1
ECTOR COUNTY EMERGENCY SERVICES DISTRICT NO. 2
JOINT PUBLIC MEETING MINUTES

June 18, 2026, at 6:00 pm
VFW & Auxiliary Post 4372, 208 E. VFW Lane, Odessa, Texas 79762

Board Members Present	Rick Mitchell; Cody Dennis; Danny Nordman; Zac Durham; Patti Kappauf
Board Members Absent	None
Others Present	Ira Coveler, District Counsel, Coveler & Peeler (via phone) Jeff Avery, Ector County Public Works Director Austin Hardin, West Odessa VFD Fire Chief Sean Oglesby, Goldsmith VFD Fire Chief Joey Varella, Moriah Brokerage Services (via phone) EMS provider representatives who submitted responses to the RFQ/P Members of the public

Executive Summary

The Board conducted a joint public meeting of Ector County Emergency Services District No. 1 and Ector County Emergency Services District No. 2. All five Commissioners were present, establishing a quorum for both Districts.

- observed a moment of silence for a fallen brother from the City of Odessa – Odessa Fire Rescue,
- received public comment,
- received updates on the Pleasant Farms South VFD construction timeline and optimal EMS stationing location studies at Moss Avenue and 3rd Street,
- reviewed a West Odessa VFD safety equipment proposal and directed financial due diligence regarding cooperative purchasing options,
- approved prior joint meeting minutes from June 1, 2026,
- approved payment of the Districts' bills,
- authorized a $10,000 earnest money payment from ESD No. 2 for a real estate transaction,
- approved and adopted a revised chart of accounts, split-budget structure for both districts, and a 2025-2026 budget for ESD No. 1 and ESD No. 2,
- authorized transferring $2,000,000 from operating accounts to TexasCLASS liquid investment accounts for each respective district ($4,000,000 total),
- formally retained Moriah Brokerage Services as the district real estate broker through December 31, 2026,
- passed EMS RFQ/P evaluations, VFD contract discussions, and district administrator recruitment items to closed session,
- adjourned into Closed Session for legal, real estate, and personnel deliberations,
  returned to Open Session and approved the PPE funding request from West Odessa Volunteer Fire Department, paid directly to the vendor,
- approved $5,000 in due diligence from ESD for the real estate location; and
- approved a Letter of Intent to be sent to the District Administrator candidate.

Formal Minutes by Agenda Item

• Agenda Item 1 - Call to Order, Roll Call, and Establishment of Quorum

The meeting was called to order at 6:00 pm by President Rick Mitchell. Roll call was taken. Commissioners Rick Mitchell, Cody Dennis, Danny Nordman, Zac Durham, and Patti Kappauf were present. A quorum was established for both ESD No. 1 and ESD No. 2.

At the request of attending VFD Chiefs, the Board observed a moment of silence for a fallen firefighter from the City of Odessa.

• **Agenda Item 2 - Public Comment**

The Board limited individual speakers to three minutes. Public comment was received from:

1. An unnamed representative on behalf of an EMS provider (City Ambulance), expressing gratitude and offering availability for questions regarding pending EMS proposals.
2. Chief Sean Oglesby of the Goldsmith Volunteer Fire Department, introducing himself as the new Chief and expressing a desire to work constructively with the Board.
3. Jeff Avery, Public Works Director for Ector County (formerly Road and Bridge), who provided two functional updates:
   - Pleasant Farms South VFD Facility: The construction pad is built. The concrete pad is targeted for pouring within 30 to 45 days. Utilizing ARPA funding, the building is projected to be fully completed and ready for move-in before January 1, 2027.
   - Moss Avenue & 3rd Street Property: Presented maps of a county-owned parcel exceeding two acres located at Moss and 3rd Street. Avery noted that a Dark Horse response study identified this corner as an optimal location to reduce emergency response times. The county is widening and extending 3rd Street from Redondo Avenue to Moss Avenue over a two-year timeline to serve as a relief route near the new middle school. The county requested that the District provide its preferred station footprint by fall 2026 to ensure proper planning and integration with road design. Legal transfer would likely take place via a long-term lease (e.g., a 100-year lease) pending approvals from the Commissioner Court.
4. Chief Austin Hardin of the West Odessa Volunteer Fire Department, who extended condolences regarding the loss in the City of Odessa and detailed recent emergency fire incidents where updated ARPA-funded gear successfully protected crew members from severe injury. Chief Hardin presented a quote from Casco Industries totaling under $100,000 to replace structural bunker gear for 10 firefighters and to purchase 4 updated MSA G1 air packs to fully outfit an incoming fire engine scheduled to arrive July 10.

• **Agenda Item 3 - Review and Approve Minutes for 6/1/26 Regular Meeting**

The Board reviewed the draft joint public meeting minutes dated June 1, 2026. A collective review highlighted positive progress on ongoing agenda tracks, including strategic fire planning, VFD contracts, and administrative logistics.

The minutes were approved as presented.

Motion	Approve prior joint meeting minutes for June 1, 2026, as presented.
Made By	Zac Durham
Seconded By	Danny Nordman
Vote / Result	Passed unanimously 5-0

• **Agenda Item 4 - Take Action on Payment of District Bills**

The Board evaluated current invoices submitted by District vendors, including CTSI (Microsoft 365 migrations, server transfers, and help service tickets), bookkeeper RIT Financial, Texas ESD Consulting LLC and District Counsel Coveler & Peeler.

Prior to the general bill motion, the Board addressed a $300 county filing fee from County Clerk Jennifer Martin, which was noted as already settled by Coveler & Peeler.

Discussion turned to a specific real estate wire authorization request.

The Board formally approved payment of outstanding bills for ESD No. 1 and ESD No. 2.

Note: The Board stated an incorrect total for payment of outstanding bills. The correct totals were: ESD No. 1 $26,922.77 and ESD No. 2 $24,179.02.

Motion	Approve payment of outstanding District bills as presented.
Made By	Zac Durham
Seconded By	Danny Nordman
Vote / Result	Passed unanimously 5-0

Motion	Approve a wire transfer of $10,000 out of ESD No. 2 funds for real estate earnest money escrow deposits to Botts Title Company.
Made By	Patti Kappauf
Seconded By	Zac Durham
Vote / Result	Passed unanimously 5-0

• Agenda Item 5 – Review, Discuss and Take Action on Current Year Budget Revisions

The Board reviewed ongoing current-year budget revisions and restructuring workflows coordinated by Treasurer Nordman and bookkeeper Katie Norris. The updated framework formally separates unified historical operations into distinct tracking structures for ESD No. 1 and ESD No. 2, preserving strong reserve positions for unpredictable operational contingencies.

Additionally, the Board addressed intermediate cash management by executing a strategy to shift underutilized liquid capital into compliant, high-yield positions with TexCLASS.

Motion	Approve and adopt the revised Chart of Accounts and localized budget distributions for Ector County ESD No. 1 and Ector County ESD No. 2 as presented.
Made By	Patti Kappauf
Seconded By	Cody Dennis
Vote / Result	Passed unanimously 5-0

Motion	Transfer $2,000,000 from the general operating bank account to the liquid investment account for ESD No. 1 and transfer $2,000,000 from the general operating bank account to the liquid investment account for ESD No. 2 ($4,000,000 total).
Made By	Patti Kappauf
Seconded By	Zac Durham
Vote / Result	Passed unanimously 5-0

• Agenda Item 6 - Review, Discuss and Take Action Regarding Ector County ESD No. 2 RFQs/RFPs Received

Counsel noted that the explicit financial terms, proprietary corporate designations, and narrow structural numbers submitted by the seven EMS applicants constitute confidential and proprietary information. General praise was extended to all applicants for their intensive document preparations. Counsel advised that a standardized scoring matrix has been distributed for Commissioners to record compliance criteria, but evaluations would require closed deliberations.

President Mitchell passed the item to Closed Session without a formal motion.

• Agenda Item 7 - Review, Discuss and Take Action Regarding a Temporary Location for ESD No. 1 and ESD No. 2 District Needs

President Mitchell confirmed that a real estate contract has been signed for a physical facility intended for operational administration and housing for ESD No. 2 emergency vehicles, equipment and staff. Location specifics were withheld pending active title and escrow processing.

To formalize the representative relationships, Counsel presented an owner/tenant brokerage agreement with Moriah Brokerage Services that maps out a standard 3% commission structure, paid entirely by the seller entity.

Motion	Formalize the retention of Moriah Brokerage Services to serve as the District's designated real estate broker for real estate transactions through December 31, 2026.
Made By	Rick Mitchell
Seconded By	Patti Kappauf
Vote / Result	Passed unanimously 5-0

• Agenda Item 8 - Review, Discuss and Take Action on Volunteer Fire Department Contracts for Ector County ESD No. 1

President Mitchell stated that structural elements and targeted wording within the upcoming VFD contract drafts require direct evaluation and adjustments.

The matter was passed to Closed Session.

• Agenda Item 9 - Review, Discuss and Take Action Regarding Jointly Employed District Administrator for ESD No. 1 and 2

Recruitment and candidate filtering tracking was passed to Closed Session for sensitive personnel review.

• Agenda Item 10 - Discuss and Confirm Upcoming Regular and Special Meeting Dates and Future Agenda Items

By board consensus, scheduling reviews and agenda planning were deferred until after Open Session resumed.

• Agenda Items 11-13 - Closed Session

Motion	Enter Closed Session to discuss real estate, personnel, and proprietary contract matters.
Made By	Zac Durham
Seconded By	Danny Nordman
Vote / Result	Passed unanimously 5-0

The Board entered Closed Session at approximately 7:13 p.m. for legal consultations, real property evaluations, and personnel review.

• Agenda Item 14 - Review and take action on matters discussed in Closed Session

The Board returned to Open Session at approximately 9:13 p.m. and took the following actions:

Motion	Approve Due Diligence of $5,000 for real estate from ESD 2
Made By	Danny Nordman
Seconded By	Cody Dennis
Vote / Result	Passed unanimously 5-0

Motion	Empower President Rick Mitchell to move forward with hiring the District Administrator.
Made By	Danny Nordman
Seconded By	Zac Durham
Vote / Result	Passed unanimously 5-0

Motion	Approve the PPE purchase request for West Odessa Volunteer Fire Department in the amount of $89,924 to be paid directly to the vendor Casco Industries.
Made By	Cody Dennis
Seconded By	Zac Durham
Vote / Result	Passed unanimously 5-0

- **Agenda Item 15 – The Board adjourned at 9:30 pm**

Motion	Moved to adjourn
Made By	Danny Nordman
Seconded By	Zac Durham
Vote / Result	Passed unanimously 5-0

Action Item Register

Owner	Action Item	Due Date / Timing	Source / Notes
Chief Austin Hardin	Investigate pricing on quote versus BuyBoard pricing	Prior to next session	Discussed during public comment window. – Complete; quote is 2% below BuyBoard per Chief Austin Hardin
All Commissioners	Complete individual scoring, analysis, and formal matrix ranking of the seven received EMS provider RFP proposals.	Ongoing / Special Session	Deferred Agenda Item 6.
ESD No. 1 and ESD No. 2 Boards	Provide preferred physical station layout and structural footprint to county planning representatives (Director Eddie Landrum) to integrate with the 3rd Street extension design.	October 15, 2026 (Fall 2026)	Requested by Public Works Director Avery.
Katie Norris / Frost Bank	Process authorized liquid investments transfers ($2,000,000 per District) into compliant public fund investment vehicles.	Immediate / As soon as practicable	Approved under Agenda Item 5.

Approved by the Board on: July 6, 2026

Patti Kappauf, Secretary Patti Kappauf