

**MINUTES OF PUBLIC MEETING HELD NOVEMBER 3, 2025
FOR
ECTOR COUNTY EMERGENCY SERVICES DISTRICT NO. 1
&
ECTOR COUNTY EMERGENCY SERVICES DISTRICT NO. 2**

A public meeting was duly called by the Board of Commissioners of **Ector County Emergency Services Districts No. 1 & 2** on **November 3, 2025**, which was held at **Faith Community Baptist Church**, located at **9902 W. University, Odessa, Texas 79764**.

1. CALL MEETING TO ORDER, ROLL CALL AND ESTABLISH A QUORUM.

The meeting was called to order at 6:30 p.m. Those Commissioners present were:

| | |
|-----------------------|---------|
| John Turner | Present |
| Kevin Searcy | Present |
| Randy Lighfoot | Present |
| Heather Burks | Present |
| Patti Kappauf | Present |

Also present at the meeting were Ira Coveler and Melissa Wiggins (attending remotely) of Coveler & Peeler, P.C., Katie Norris of RIT Financial, District Bookkeeper, and other members of the public attending in person.

TO RECEIVE PUBLIC COMMENT.

Dana Wiest presented for public comment. She questioned why the homestead exemption was not provided by the Districts. **Mr. Turner** explained that because the ESDs were formed in May, we cannot legally include the homestead exemption until after the first of the year. Her next question was regarding the locations of territories of ESD No. 1 and ESD No. 2. **Mr. Turner** explained that the ETJ is five (5) miles outside of Odessa city limits. **Mr. Searcy** further clarified that the boundaries of ESD 1 and ESD 2 will not change regardless of whether the city annexes other areas of the county. He also explained that one District was created to provide EMS services, and one District was created to provide fire suppression services.

Mrs. Kappauf recommended visiting the EctorESD.com site for a map of the Districts. Ms. Wiest inquired regarding the locations of the fire stations. **Mr. Turner** replied that locations had not been determined. The Boards need to evaluate data to include the run call volume, the distance from other stations, and other data to decide on station locations. Ms. Wiest expressed concern that Gardendale will never get a station. **Mr. Searcy** stated that data will be analyzed and the locations and timelines will be determined from that data. He also stated that we will be having workshops to understand and work through needs assessments. The number of stations will also be determined in the future. Ms. Wiest questioned why we are contracting with Odessa Fire and Rescue.

Mrs. Kappauf requested a point of order from **President Turner** as the speaker's three (3) minute limit was several minutes overdue. Ms. Wiest inquired about how to contact the Board

and **Mrs. Kappauf** stated that contact information could be found on the Districts' website. **Mrs. Kappauf** repeated her point of order to move forward with the meeting. Ms. Wiest was instructed to contact **Mr. Turner** to address future meetings.

TO RECEIVE THE DISTRICTS' FINANCIAL REPORTS, AND TO REVIEW AND TAKE ACTION ON FINANCIAL MATTERS INCLUDING REQUESTS AND REQUISITIONS, AND TO APPROVE AND PAY DISTRICT BILLS FOR ECTOR COUNTY EMERGENCY SERVICES DISTRICT NO. 1 AND ECTOR COUNTY EMERGENCY SERVICES DISTRICT NO. 2:

a. Monthly legal expenses

Ms. Katie Norris of RIT Financial stated that she does not have reports currently but will have a full financial report next month. She is working with **Mr. Lighfoot** and **Mrs. Kappauf** on building the report and chart of accounts. She reported the following account balances:

ESD 1: **Account Balance as of October 31, 2025: \$3,053.02**
 Account Balance as of November 3, 2025: \$15,821.48
 (This includes three (3) deposits from the county)

ESD 2: **Account Balance as of October 31, 2025: \$2,276.33**
 Account Balance as of November 3, 2025: \$15,044.79
 (This includes three (3) deposits from the county)

Mrs. Kappauf requested clarification regarding whether Ector County made the deposits to District accounts, or if deposits were made by the Ector County Appraisal district. Ms. Norris was unaware that those are two different entities but also noted that she and **Mr. Lightfoot** would be contacting the appraisal district to make sure we are receiving the proper documentation so the deposits can be coded correctly. Ms. Norris asked to be added to the ESD Frost banking account for management purposes as well as digital access. She also advised that the Districts should consider opening a Texas CLASS (Corporative Liquid Asset Securities System) account or TexPool account to hold District funds. These accounts are local government investment tools that currently have a 4.2-4.5% interest rate. Ms. Norris suggested opening an account by January 1, 2026. **Mrs. Kappauf** asked if the Districts should have investment policies, and **Mr. Coveler** stated it would be included on the next meeting agenda. **Mrs. Kappauf** moved to add the investment policy and investment account discussions to the next meeting agenda. **Mr. Lightfoot** seconded the motion. The motion passed by a vote of 5 to 0.

Mr. Lightfoot then made a motion to add Ms. Katie Norris to both Districts' bank accounts. **Mr. Turner** seconded the motion and the motion passed by a vote of 5 to 0. No action was taken regarding monthly legal expenses.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING ADOPTING A TAX ABATEMENT POLICY FOR THE DISTRICT.

Mr. Coveler reviewed the concept of tax abatements and explained that the county will get the opportunity first to grant an abatement, after which, each Board will have the opportunity to consider an agreement with the incoming business. **Mrs. Kappauf** asked if the Board granted an abatement to a business, if that District would be collecting a reduced tax rate while still providing

services. Mr. Coveler confirmed that the Districts would still be responsible for providing services because the business operates in the territory. Also, just because the county says yes to a tax abatement, it does not mean the ESD has to provide a tax abatement. **Mrs. Kappauf** asked what percentage of ESDs have an active abatement in their districts, though Mr. Coveler stated he only has one client that is pursuing a similar situation.

He also stated that historically, tax abatements do not involve ESDs. **Mrs. Kappauf** posed the same question to Ms. Norris who did not have that information, but will investigate and report findings at a later date. **Mr. Searcy** asked if large corporations could provide their own emergency services at their facilities and not be subject to taxing by the ESD. **Mr. Coveler** answered that while that was possible, they would still likely be taxed by the Districts, even if they set up their own private services. **Mr. Seary** suggested the Board move forward in the process of developing a tax abatement policy to include legal guidance, workshop(s) and public input. **Mrs. Kappauf** moved to start an abatement policy process with Mr. Coveler. **Mr. Searcy** seconded the motion and the motion passed with a vote of 5 to 0.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING TAX ABATEMENT MATTERS WITH ECTOR COUNTY.

No action was taken by the Board.

TO APPROVE THE MINUTES OF PRIOR MEETING(S).

Mr. Turner motioned to accept the minutes from the October 1, 2025 and October 6, 2025 meetings. **Mr. Lightfoot** seconded the motion. The motion passed with a vote of 5 to 0.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING ENTERING INTO A SERVICE AGREEMENT WITH WEST ODESSA VOLUNTEER FIRE DEPARTMENT.

Mrs. Kappauf moved to table agenda items 7 and 8 as no supplemental documents were provided to the Board for discussion. **Mr. Lightfoot** seconded the motion. The motion failed by a vote of 2 to 3, with **Mr. Searcy, Mr. Turner, and Ms. Burks** opposed.

West Odessa Volunteer Fire Chief Austin Hardin spoke regarding the role of the volunteer fire department staff in the community. He also elaborated on the training that the volunteers attend yearly and requested that the Boards consider helping to fund that training. **Mrs. Kappauf** requested that Chief Hardin return to the Board in the future with detailed information regarding the training schedules, locations, and costs so that they could be evaluated for potential financial assistance. No action was taken by the Board.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING THE PROVISION OF EMERGENCY SERVICES TO THE DISTRICT TERRITORY:

a. Travel and Training Expenses for West Odessa Volunteer Fire Department

There was some discussion regarding this matter, but no action was taken by the Board.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING LONG-TERM PLANNING AND FACILITIES MATTERS RELATED TO ECTOR COUNTY EMERGENCY SERVICES DISTRICT NO. 1 AND ECTOR COUNTY EMERGENCY SERVICES DISTRICT NO. 2.

No action was taken by the Board.

TO REVIEW, DISCUSS AND ACT REGARDING COMMISSIONER TRAINING REQUIREMENTS AND OPPORTUNITIES.

No action was taken by the Board.

TO REVIEW, DISCUSS AND TAKE ACTION REGARDING ADOPTION, AMENDMENT AND EXPLANATION OF DISTRICT POLICIES, PROCEDURES AND STANDARD OPERATING GUIDELINES.

b. Records Retention

No action was taken by the Board.

TO DISCUSS AND CONFIRM UPCOMING REGULAR AND SPECIAL MEETING DATES, AND TO REVIEW, DISCUSS AND TAKE ACTION ON ANY DISTRICT MATTERS WHICH NEED TO BE INCLUDED ON THOSE AGENDAS.

The next regular Board meeting will be Monday, December 1, 2025, at the Keller Turner Park Community Center, Odessa, Texas. A workshop to discuss items the Boards need to address was scheduled for Saturday, November 22, 2025 9:00 a.m. with the location to be determined. Mr. Coveler will send a draft agenda before the meeting date for the Board to review and add to or adjust.

TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.071 TO CONSULT WITH LEGAL COUNSEL.

The Board entered into Closed Session at 8:08 p.m.

The Board returned to Open Session at 8:32 p.m.

TO MEET IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE §551.072 TO DELIBERATE REGARDING REAL ESTATE MATTERS.

The Board did not meet in Closed Session to discuss real estate matters.

TO REVIEW, DISCUSS AND TAKE ACTION ON MATTERS RELATED TO REAL ESTATE OR OTHER MATTERS AS DISCUSSED IN CLOSED SESSION.

No action was taken by the Board.

ADJOURNMENT.

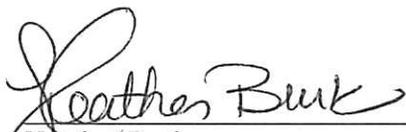
There being no further business brought before the Board, Mr. **Lightfoot** made a Motion, seconded by Mrs. **Kappauf**, to adjourn the meeting at 8:33 p.m. Thereafter the Motion passed by a vote of 5 to 0.

The foregoing minutes were reviewed and approved by the Board of Commissioners on December 1, 2025.

**ECTOR COUNTY EMERGENCY
SERVICES DISTRICT NO. 1**

By: 
Heather Burks
District Secretary

**ECTOR COUNTY EMERGENCY
SERVICES DISTRICT NO. 2**

By: 
Heather Burks
District Secretary