

**NOTICE OF SPECIAL MEETING AND BUDGET WORKSHOP
OF THE ECTOR COUNTY UTILITY DISTRICT OF ECTOR COUNTY**

Notice is hereby given that on the 28TH day of July, 2022, the Board of Directors of the Ector County Utility District, will hold a Special Board Meeting and Workshop and the Board Meeting will commence at 4:00 P.M. in the District's Board Room located at 1039 N. Moss Avenue, Odessa, Ector County, Texas 79762. The subjects to be discussed are listed on the July 28, 2022 special meeting agenda. Public comment on individual agenda items is invited at the time each individual item is considered (limit 5 minutes per person).

AGENDA

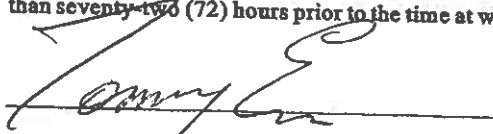
1. Call to Order.
2. Consider and Approve policy and Employee Handbook update for sick leave benefits.
3. Consider and Approve sick leave hours for existing employees.
4. Consider and Approve policy and Employee Handbook update for vacation time.
5. Consider and Approve vacation amounts for existing employees.
6. Consider and Approve policy and Employee Handbook update for emergency leave.
7. Consider and Approve immediate access to emergency leave for existing employees.
8. Consider and Approve policy and Employee Handbook update for holidays.
9. Public comments and input on non-agenda items within the jurisdiction and responsibilities of the District (limit 5 minutes per person).
10. Adjourn Special Meeting.
11. Budget Workshop for 2022-2023 Annual Budget.

The Ector County Utility District Board of Directors reserves the right to changes the agenda item order.

If, during the course of the meeting covered by this notice, the Board of Directors is required, then such closed or executive meeting of session as Title 5, Chapter 551, Government Code of Texas will be held by the Board of Directors at the date, hour, and place given in this notice or as soon after the commencement of the meeting covered by this notice as the Board of Directors may conveniently meet in such closed or executive meeting or session concerning any and all subjects and for any and all purposes permitted by Section 551 of said Government Code, including, but not limited to:

- § 551.071 For the purpose of a private consultation with the board's attorney.
- § 551.072 For the purpose of discussing the purchase, exchange, lease, or value of real property
- § 551.073 For the purpose of discussing negotiated contracts for prospective gifts, or donations.
- § 551.074 For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.
- § 551.076 To consider the deployment, or specific occasions for implementation, of security personnel or devices.
- § 551.084 For the purpose of excluding any witnesses from a hearing during examination of another witness.
- § 551.087 For the purpose of discussing economic development information received from a business seeking to locate in or near the District.

This notice was telephoned or mailed to all members of the news media who had previously requested such notice; and an original copy was posted on the bulletin boards at the first floor of Ector County Courtroom and the Ector County Utility District office on the 25 day of July 2022, at o'clock 2:54 P.M., said time being more than seventy-two (72) hours prior to the time at which the subject meeting will be convened and called to order.


Tommy Ervin

Posted: 0725 _____ 2022
at: 2:54 p.m.

President

By: Sharric Robinson
Deputy County Clerk
Jennifer Martin, County Clerk
Ector County, Texas

**MINUTES OF THE BOARD OF DIRECTORS SPECIAL MEETING
AND BUDGET WORKSHOP**

July 28, 2022

The Board of Directors of the Ector County Utility District met in Special Meeting session on July 28, 2022, at 1039 N. Moss Avenue.

Members Present: President Tommy Ervin, Director Margaret Burton and Director Stephanie Shaw.

Member Present Via Video Conference: Director Will Kappauf

Members Absent: Director Troy Walker

Non- Board Member present via video conference: Bill Fowler – Legal Counsel, Maria Alvarez, Jazmin, and Joe Torres from Haynie & Company.

Non-Board Members Present:

Perla Flores – ECUD

John Lee – ECUD

Anthony Shackelford – ECUD

Maribel Valenzuela- ECUD

David Shaw – Guest

1. **Call to Order.** President Ervin introduced those in attendance and with a quorum present called the meeting to order at 4:07 p.m.
2. Consider and Approve policy Employee Handbook for sick leave benefits.

Motion: After further discussion among the board members, Director Kappauf made a motion to approve policy and Employee Handbook update for sick leave benefits effective July 28,2022 seconded by Director Shaw, motion carries.

3. Consider and Approve sick leave hours for existing employees.

Motion: After further discussion among the board members, Director Burton made a motion to approve sick leave hours for existing employees effective July 28,2022 seconded by Director Kappauf, motion carries.

4. Consider and Approve policy and Employee Handbook update for vacation time.

Motion: After further discussion among the board members, Director Kappauf made a motion to approve the vacation policy with one modification on the last paragraph of page 1 in the Employee Handbook to change the sentence to read as follow, managers and department heads shall notify the appropriate elected official of the Ector County

Utility District board when taking vacation with at least one month notice for vacations over 40 hours and a week notice for vacations 40 hours or less, seconded by Director Shaw, motion carries.

Amendment Motion: Director Kappauf made a motion to amend and approve the modification previously stated to be effective July 28, 2022, seconded by Director Shaw, motion carries.

5. Consider and Approve vacation amounts for existing employees

Motion: After further discussion among the board members, Director Kappauf made a motion to approve vacation amount for existing employees effective July 28, 2022, seconded by Director Shaw, motion carries.

6. Consider and Approve policy and Employee Handbook update for emergency leave.

Motion: After further discussion among the board members, Director Kappauf made a motion to approve policy and Employee Handbook update for emergency leave effective July 28, 2022 seconded by Director Shaw, motion carries.

7. Consider and Approve immediate access to emergency leave for existing employees.

Motion: After further discussion among the board members, Director Kappauf made a motion to approve the imitate access to emergency leave for existing employees effective July 28, 2022 seconded by Director Shaw, motion carries.

8. Consider and Approve policy and Employee Handbook update for holidays.

Motion: After further discussion among the board members, Director Kappauf made a motion to approve policy and Employee Handbook update for holidays effective July 28, 2022 seconded by Director Shaw, motion carries.

9. Public comments and input on non-agenda items within jurisdiction and responsibilities of the District (limit 5 minutes per person).

No public comments.

10. Adjourn Special Meeting.

Motion: Director Shaw made a motion to adjourn the Special Board Meeting at 4:31 pm, seconded by Director Burton, motion carries.

11. Budget Workshop for 2022-2023 Annual Budget.

Board members and Haynie & Company continued annual budget workshop after special meeting adjourned.

Secretary,

Margaret Burton