

CITY OF LOVINGTON
REGULAR MEETING OF THE CITY COMMISSION
MONDAY, DECEMBER 10, 2012 5:30 P.M.
TO BE HELD AT 214 SOUTH LOVE STREET

AGENDA

Notice of this meeting has been given to the public in compliance with Section 10-15-4 NMSA 1978

OPEN MEETING

Call To Order
Roll Call
Invocation
Pledge of Allegiance
Approval of Agenda
Consideration of the Regular Meeting Minutes November 26, 2012 TAB 1

NON-ACTION ITEMS

Discussion of City and Lea County Housing Incentive Agreement TAB 2
Discussion of CES Purchasing Agreement TAB 3

ACTION ITEMS

Consideration of Appointments to Senior Citizens Advisory Board TAB 4
Consideration of Appointment to City Personnel Board TAB 5
Consideration of Resolution 121012-01 – State Economic Development Legislative
Agenda TAB 6
Consideration of Resolution 121012-02 – Open Meetings Act TAB 7
Consideration of Meeting Dates and Holidays TAB 8
Consideration of Award of Bid – Car and Truck Repair TAB 9
Consideration of Award of Bid – Tire Repairs TAB 10
Consideration of Approval of Ice Rink Event in Central Ave Parking Lot TAB 11
Consideration of Washington Ave Closure for Car Show/Toy Drive TAB 12
Consideration of Lea County Humane Society Agreement TAB 13
Consideration of Purchase of Ambulance Load System TAB 14
Consideration of Variance for 902 and 906 S. 5th Street TAB 15
Consideration of Accounts Payable TAB 16

PUBLIC COMMENT

ADJOURNMENT

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk at 575-396-2884 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 575-396-2884 if a summary or other type of accessible format is needed.

CITY OF LOVINGTON
REGULAR MEETING OF THE CITY COMMISSION
MONDAY, NOVEMBER 26, 2012 5:30 P.M.
TO BE HELD AT 214 SOUTH LOVE STREET

AGENDA

Notice of this meeting has been given to the public in compliance with Section 10-15-4 NMSA 1978

OPENING MEETING

Call To Order
Roll Call
Invocation
Pledge of Allegiance
Approval of Agenda
Consideration of the Regular Minutes November 12, 2012 **TAB 1**

NON-ACTION ITEMS

Discussion of Personnel Board Appointment **TAB 2**
Discussion of Senior Citizens Board Appointments **TAB 3**
Discussion of Sale of Property – 1201 W. Tyler **TAB 4**
Discussion of Display Matrix Board Agreement **TAB 5**
Discussion of Lea County Humane Society Agreement **TAB 6**

ACTION ITEMS

Consideration of MOU between Lea County and City for Lobbyist **TAB 7**
Consideration of approval of Travel and Per Diem Policy **TAB 8**
Consideration of approval of Personnel, Medical, and IA Files Policy **TAB 9**
Consideration of providing funding for City Christmas Decorations **TAB 10**
Consideration of West Jefferson Traffic Control **TAB 11**
Consideration of approval of LEDA Housing Incentive RFP **TAB 12**
Consideration of plat in area of Six Shooter Rd. and Water Avenue **TAB 13**
Consideration of request to vacate Harrison between Love St. and East St. **TAB 14**
Consideration of change to 17.20.070 – Intensity of Use **TAB 15**

PUBLIC COMMENT

ADJOURNMENT

REGULAR MEETING OF THE CITY COMMISSION
Monday, November 26, 2012 @ 5:30 p.m.
CITY COMMISSION CHAMBERS, 214 S. LOVE STREET

Present and answering roll call: Mayor Drummond, Commissioners Trujillo, Benge, Granath and Gandy.

Also present: City Manager Williams, City Clerk Hogue, Chief of Police Bryant, City Attorney McMahon and Finance Director Stephens.

Not Present: Administrative Assistant Gutierrez

Call to Order: The meeting was called to order by Mayor Drummond at 5:30 p.m.

Invocation: Commissioner Gandy gave the invocation

Pledge of Allegiance: Commissioner Gandy led the pledge

Approval of Agenda: Mayor Drummond asked for a motion to approve the agenda as submitted. Commissioner Trujillo so moved. Commissioner Gandy seconded. Motion carried unanimously.

Approval of the Regular Minutes of November 12, 2012: Mayor Drummond asked for a motion for approval of the November 12, 2012 regular minutes. Commissioner Gandy so moved. Commissioner Trujillo seconded. Mayor Drummond called for a vote. Motion was approved.

NON-ACTION ITEMS:

Discussion of Sale of Property - 1201 W. Tyler: Commissioner Benge said the property value would probably be \$12,000 on the lot. Mayor Drummond asked City Manager James Williams to get an appraisal on the property.

Discussion of Display Matrix Board Agreement: City Manager Williams mentioned he has received an agreement from Lea County in which they will provide \$50,000 for the purchase of a digital display board at a location to be determined in the City of Lovington. After a conversation with Lyn Edwards, she has advised Mr. Williams that the City would be responsible for providing power to the unit. The City would cover maintenance for one year. Commissioner Gandy suggested a different place outside of town due to traffic flow. Mayor Drummond made a motion to move the decision to the next regular meeting.

ACTION ITEMS:

Consideration of MOU between Lea County & City for Lobbyist, Vikki Cooper of Lyles Marketing: Mayor Drummond called for a motion to contribute \$10,800 for

public consulting services that would be performed by Vikki Cooper. Commissioner Benge so moved. Commissioner Trujillo seconded. Motion was approved.

Consideration of Approval of Travel & Per Diem Policy: Mayor Drummond called for a motion to approve this policy that conforms to State of New Mexico DFA regulations. Commissioner Trujillo so moved. Commissioner Benge seconded. Motion was approved.

Consideration of Approval of City Personnel, Medical, & Law Enforcement IA Files Policy: Mayor Drummond called for a motion to approve the proposed policy that will outline the means in which City employees files are stored, controlled, and accessed. Commissioner Benge so moved. Commissioner Granath seconded. Motion was approved.

Consideration of Approval to Fund Christmas Decorations: Mayor Drummond called for a motion for the City to provide \$5,000 now and \$3,000 each year thereafter to decorate all of downtown Lovington during Christmas. John Graham thanked the City for their help & participation. He also mentioned that the Christmas Card Fund brings in about \$2,500 – \$3,000 each year but cost \$1,800 a year for storage. Commissioner Trujillo so moved. Commissioner Benge seconded. Mayor Drummond, aye; Commissioner Trujillo, aye; Commissioner Benge, aye; and Commissioner Granath, aye. Commissioner Gandy was opposed.

Consideration of Approval of West Jefferson Traffic Control: Mayor Drummond called for a motion to approve the installation of a three-way stop sign. Commissioner Gandy suggested flexible poles instead of concrete on the street. Robert DeLaCruz - Principal of 6th Grade Academy said that getting parents to drop off in the horseshoe has helped some but has not fixed the problem. Commissioner Trujillo so moved. Commissioner Granath seconded. Motion was approved.

Consideration of Approval of LEDA Housing Incentive RFP: Mayor Drummond called for a motion to approve project will build 150 to 200 homes proposed by Rick Soutar and Evelyn Holguin. City Manager Williams commented that it needs to adopt what standards these houses must follow (APWA). Motion made by Commissioner Granath. Commissioner Gandy seconded to approve grant for \$450,000 match with up to \$3,000 per unit. This will provide for 150-200 homes. Commissioner Granath amended the motion to include wording to keep roads and curbs to certain standards, Seconded by Commissioner Gandy. Motion was approved.

Consideration of Approval Plat in area of Six Shooter Rd. & Water Ave: Mayor Drummond called for a motion to approve a plat submitted by Lee Ann Williams to divide up family property to her children. Commissioner Trujillo so moved. Commissioner Benge seconded. Motion was approved.

Consideration of Request to Vacate Harrison between Love St. & East St: Mayor Drummond called for a motion to approve a request from Imelda Gutierrez to vacate Harrison Ave between Love Street and East Street. No road or utilities in this area. City

Attorney Patrick McMahon suggested it for street use. Commissioner Granath so moved. Commissioner Bengé seconded. Motion was withdrawn and tabled until January.

Consideration to Change to 17.20.070 – Intensity of Use: Mayor Drummond called for a motion to change City Code 17.20.070 – Intensity of Use from 7,000 square feet per lot to 6,000 square feet per family. Commissioner Trujillo so moved. Commissioner Gandy seconded. Pat Wise addressed the Commissioners the reason why they should lower the square feet from 7,000 to 6,000. Commissioner Granath suggested 5,000 square feet minimum. Commissioner Gandy withdrew second. Commissioner Trujillo amended motion to 5,000 square feet. Commissioner Granath seconded. Mayor Drummond, aye; Commissioner Trujillo, aye; and Commissioner Granath, aye. Commissioner Gandy and Commissioner Bengé opposed. Motion was approved.

OTHER:

City Manager James Williams

- He commended Mainstreet for the Christmas decorations in Lovington.
- Christmas Light Parade will be on Monday, December 3, 2012 @ 6:30 p.m.
- Awards Banquet will be on Thursday, December 6, 2012 @ 6:30 p.m.
- Begin advertising for Assistant City Manager this week.
- Legislative Day in Santa Fe will be in February 20, 2013.
- Informed the Commissioners we were expanding kennels and should be finished by the end of December.

PUBLIC COMMENT

Mayor Drummond called for public comment.

Pat Wise commented that volunteers have been decorating the Mainstreet Plaza and suggested to the Commissioners to go by and look.

ADJOURNMENT

There being no further business the meeting adjourned at 6:55 p.m.

APPROVED: _____

DIXIE DRUMMOND, MAYOR

ATTEST: _____

CAROL ANN HOGUE, CITY CLERK

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM



MEETING DATE: December 10, 2012

TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Discussion of City and Lea County Housing Incentive Agreement
DEPARTMENT: Executive
SUBMITTED BY: James R. Williams
DATE SUBMITTED: December 6, 2012

STAFF SUMMARY:

The Lea County Board of Commissioners approved a resolution to provide \$450,000 for housing incentives. This action is designed to further supplement the Housing Incentive RFP. Staff are working with Lea County to develop an agreement and will present details for discussion.

FISCAL IMPACT:

N/A

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

N/A

RECOMMENDATION:

Discussion only.

Department Head

City Manager

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM



MEETING DATE: December 10, 2012

TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Discussion of CES Purchasing Agreement
DEPARTMENT: Executive
SUBMITTED BY: James R. Williams
DATE SUBMITTED: December 5, 2012

STAFF SUMMARY:

The Cooperative Educational Services (CES) provides for cooperative procurement in accordance with NM Procurement Code. Public educational institutions and governments are allowed to utilize this means for goods and services through awarded contracts for various suppliers and firms and can simplify the procurement process by CES soliciting bids, proposals, and contracts.

Membership is free. The cost for this is a 2% administrative fee to the contractor. Through their agreements with the contractors, participating parties can receive low prices for goods and services. This agreement is not exclusive, and we still have the option of soliciting our own bids, proposals, and contracts if we choose to do so.

FISCAL IMPACT:

REVIEWED BY: *Markell Stephens*
(Finance Director)

Potential savings through lower prices and reduction in staff time to prepare documents.

ATTACHMENTS:

Cooperative Purchasing Agreement

RECOMMENDATION:

Discussion only.

Department Head

[Signature]

City Manager



COOPERATIVE EDUCATIONAL SERVICES

Public Educational Institutions in New Mexico United by a Joint Powers Agreement to Establish an Educational Cooperative

PARTICIPATING ENTITY COOPERATIVE PURCHASING AGREEMENT FOR STATE AGENCIES AND/OR LOCAL PUBLIC BODIES

RECITALS:

Cooperative Educational Services (CES) is the administering agency of the *Restated and Amended Joint Powers Agreement to Establish an Educational Cooperative (JPA)*. The parties to the JPA are public educational institutions in New Mexico, and the JPA is approved by the New Mexico Department of Finance and Administration (DFA). Board Policy is established by the Board of Directors whose members are party to the Joint Powers Agreement.

The JPA provides for cooperative procurement in accordance with the New Mexico Procurement Code. It also allows local public bodies and state agencies to take advantage of cooperative procurement through the JPA. While membership in the JPA is limited to public educational institutions, the Board Policy provides for non-member *Participating Entities* to use CES' programs.

The entity identified below now makes application to be a *Participating Entity (PE)* to the JPA in accordance with the terms and conditions of the CES Board Policy. Approval by the CES President finalizes this Cooperative Purchasing Agreement.

IN CONSIDERATION OF THE RECITALS AND FOR OTHER VALUABLE CONSIDERATION, IT IS AGREED AS FOLLOWS:

I. Purpose The purpose of the Agreement is to establish a method by which participating entities may join together in cooperative multi-jurisdictional contracting and to ensure the commitment of each participating entity. Further, this Agreement shall provide an understanding of the contracting process, and the organization and operation of this purchasing cooperative.

II. Authorization The Agreement is entered into by the participating state agencies and/or local public bodies pursuant to their respective rules and regulations. Each state agency or local public body is authorized by the New Mexico Procurement Code (§13-1-135 NMSA 1978) to enter into cooperative purchasing agreements. Transactions made under this Cooperative Purchasing Agreement are subject to the New Mexico Procurement Code and CES Board Policy.

III. Method Cooperative contracting may occur when two or more members/entities agree to standardize construction, a product or service and combine their requirements in a single solicitation. Any PE with a desire to develop or use a cooperative contract will notify CES. All PE's will have an equal opportunity to use the awarded contracts. Participation in each cooperative contract is voluntary. Participation shall be promulgated by participation in the Cooperative Purchasing Program (CPP) or a signed purchase order to CES, identifying the awarded contract. CES will verify contract conditions and issue a purchase order to the vendor who fulfills the order directly to Participating Entity. Vendor then invoices CES, who invoices PE. Payment is made within 25 days of invoice by the PE to CES, who pays the vendor. CES enables certain vendors to provide online procurement where PE places an order online and then pays the vendor directly. PE understands that there may be instances where the vendor does not have the capacity to fulfill a PE's request for goods or services. PE also understands and agrees that CES only procures goods and services and facilitates transactions and is not a guarantor of or otherwise responsible for a vendor's performance. PE may take part in cooperative contracts by collaborating in the development of contract documents, solicitation of bids and proposals, bid evaluation and analysis, and contract award. Any claim by a vendor against CES resulting from the cooperative contracting process must be dealt with according to the Procurement Code and CES Board Policy, and will not be negotiated, arbitrated or settled by any of the PE's. Commodities, services or items for cooperative solicitation will be selected by CES. At a minimum, the items and services must be such that: 1. when contracted in volume, a reduced cost will occur; 2. they be in constant need by members; 3. they have a supplier base to provide adequate competition; and 4. cooperative contracting has been determined practicable, acceptable and economically feasible by CES.

IV. Administrative Fee

There is no application fee for the entity; there is no annual membership fee for the entity; there is a 1% administrative fee embedded in the vendors' contract price.

V. Termination

This Cooperative Purchasing Agreement may be terminated at will by either party with 30 days written notice.

VI. Release and Indemnification

As between the parties, each party acknowledges that it will be responsible for claims or damages arising from personal injury or damage to persons or property to the extent they result from negligence of that party's employee and acknowledges that indemnification may be warranted as between the parties. The liability of the parties shall be subject, in all instances, to the immunities and limitations of the New Mexico Tort Claims Act, NMSA 1978 §§ 41 -4-1 *et seq.*, as amended. Each Party shall timely notify the other of any intended claims for liability or indemnification and, upon reasonable request in writing shall provide the other Party or its duly authorized representative, reasonable opportunity to examine all books, records or documents in so far as it relates to such claims.

VII. Provisions Required by Law

Each and every provision of laws and any clause required by law to be in the Agreement will be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon application of either party, the Agreement will be physically amended to make such correction or insertion.

ENTITY APPLICATION

This application is made as stated below:

(Insert name of Entity applying to be a Participating Entity)

This application is made by the following individual with the approval of the entity's administration and governing authority.

(Print name of person making this application)

(Print title of person making application)

(Signature of person making this application)

(Date application is made)

CES APPROVAL

This application is approved by the President of CES on behalf of the parties to the JPA.

(Signature of CES President)

(Date application is approved)

PE # _____

PARTICIPATING ENTITY INFORMATION SHEET

INSTITUTION NAME: _____

ENTITY CONTACT:

Name: _____
(Please Print)

Job Title: _____

Mailing Address: _____

City/State/Zip: _____

Telephone: _____ Fax: _____

Email Address: _____

Website Address: _____

Shipping Address: _____

City/State/Zip: _____

PURCHASING CONTACT:

Name: _____
(Please Print)

Job Title: _____

Telephone: _____ Fax: _____

Email Address: _____

ACCOUNTS PAYABLE CONTACT:

Name: _____
(Please Print)

Job Title: _____

Telephone: _____ Fax: _____

Email Address: _____

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: December 10, 2012



TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Consider Appointments to Senior Citizens Advisory Board
DEPARTMENT: Senior Citizens Center
SUBMITTED BY: Norma Vejil, Director
DATE SUBMITTED: December 3, 2012

STAFF SUMMARY:

During the November 26, 2012 regular Commission Meeting, it was discussed that the terms of three (3) positions on the Senior Citizens Advisory Board will expire at the end of December.

The Board submitted the following names to serve two (2) year terms:

Thomas Griffin
Wilma Kimbell
Leota Brown

The City has also received a written request to serve on the Board from Betty Price, who has been serving on this Board for the past two years.

The City has not received any other requests or interest in filling these positions.

FISCAL IMPACT:

N/A

REVIEWED BY: _____

(Finance Director)

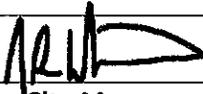
ATTACHMENTS:

Letter from Senior Citizens Advisory Board
Letter from Betty Price

RECOMMENDATION:

Motion to appoint individuals the Commission desires to serve on this board.

Department Head



City Manager

Bill McKibben Senior Center

18 West Avenue F

Lovington, NM 88260

(575)396-4161

November 19, 2012

Lovington City Commission
214 South Love Street
Lovington, NM 88260

Dear Mayor Drummond & Fellow Commissioners:

The members of Lovington Bill McKibben Senior Citizens Advisory Council would like to take this opportunity to recommend the following citizens be appointed to the council. Each term will be for two years and will expire in January 2015.

Thomas Griffin
Wilma Kimbell
Leota Brow

I look forward to the time they will serve as volunteers and advisors.

Sincerely,

Norma Vejil, Director
Bill McKibben Senior Citizen Center

**TO: CITY OF LOVINGTON CITY MANAGER AND MAYOR
AND COMMISSIONERS**

FROM: BettyPrice

Board Appointment to the Senior Citizen Board:

I would like to be considered reappointment for this board appointment. I have not missed a meeting in the time that I have been on the board I have attended functions at Senior Center, I feel that it would be productive to have the concerns of the future generation . I think that I have been a productive member of this board and I really enjoy this appointment.

**Thank You
Betty Price**

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: December 10, 2012



TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Consider Appointment to City Personnel Board
DEPARTMENT: Human Resources
SUBMITTED BY: Carol Ann Hogue, City Clerk/HR
DATE SUBMITTED: December 3, 2012

STAFF SUMMARY:

The term of the non-city employee who serves on the City Personnel Board will expire at the end of the month. Jeannette Faris has been recommended to serve in this position, as discussed at the November 26, 2012 regular Commission Meeting.

No other individuals have contacted the City in regards to serving on this board.

FISCAL IMPACT:

N/A

REVIEWED BY: _____

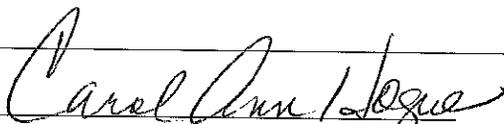
(Finance Director)

ATTACHMENTS:

N/A

RECOMMENDATION:

Motion to appoint Jeanette Faris to the City Personnel Board.


Department Head


City Manager

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM



MEETING DATE: December 10, 2012

TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Resolution 121012-01 - State Economic Development Agenda
DEPARTMENT: Legislative
SUBMITTED BY: Dixie Drummond, Mayor
DATE SUBMITTED: December 3, 2012

STAFF SUMMARY:

The attached resolution (121012-01) provides support for an economic development legislative agenda. The document was provided to Mayor Drummond with a request that our City adopt a resolution supporting the priorities and agenda for the upcoming legislative session.

FISCAL IMPACT:

N/A

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

Resolution 121012-01

RECOMMENDATION:

Action in the best interests of Lovington.

Department Head

City Manager

RESOLUTION 121712-01

A RESOLUTION SUPPORTING THE NEW CENTURY ECONOMY JOBS AGENDA LEGISLATIVE PACKAGE

WHEREAS, New Mexico faces many economic challenges and looks to begin its next 100 years as a state transitioning from a government-reliant economy to an entrepreneurial economy by investing in job creators, workers, infrastructure and rural communities while supporting the mission of vital government programs.

NOW, THEREFORE BE IT RESOLVED that the City of Lovington supports the following legislative agenda that was developed through input from local business, community and economic development leaders with recommendation developed out of the New Century Economic Summit to improve New Mexico's competitiveness and opportunities for investment.

- **Single Sales Factor** – A single sales factor allows companies to pay tax only on income from sales within the state. To date, 25 states have passed a single sales factor and passage of the single sales factor would encourage job creation and investments in New Mexico. The New Century Jobs Agenda supports reforming the tax code to include an elective single sales factor.
- **Corporate Income Tax Reduction** – New Mexico currently has the 2nd highest Corporate Income Tax at 7.5% in a 9 state region. The New Century Jobs Agenda supports reducing the rate to 4.9% over a four-year period to mirror the Personal Income Tax.
- **Local Economic Development Act (LEDA)** – The LEDA program serves as a closing fund in recruiting companies to the state by providing funding to local governments for infrastructure tied to direct job creation. The New Century Jobs Agenda seeks \$10 million for funding of LEDA.
- **Job Training Incentive Program (JTIP)** – JTIP is one of the state's best economic development tools. It invests in local workers by offering financial support for hiring and training new employees. The New Century Jobs Agenda seeks \$4.75 million to assure adequate funding to support new job creation.
- **Capital Outlay Reform** – The capital outlay process is the mechanism by which the state invests in infrastructure projects. Instead of taking a piecemeal approach, the New Century Jobs Agenda supports a focus toward evaluating and prioritizing projects based on their regional and statewide importance; bond for projects that will leverage the greatest federal match and see the project through completion to maximize the economic investment into our state.

- **Spaceport Informed Consent** – The New Century Jobs Agenda supports the passage of an informed consent law that is extended to spacecraft manufacturers and suppliers. This will make Spaceport America more competitive with the other 12 states that have passed this type of informed consent such as Texas, Colorado, Virginia, and Florida. This is required in attracting new tenants to the spaceport and for a successful commercial space industry in New Mexico.
- **MainStreet Investment** – The New Century Jobs Agenda supports increased investment for the New Mexico MainStreet program. MainStreet works throughout the state’s downtown communities to create an economically feasible business environment through the preservation of historical and cultural locations.

DONE THIS 10th day of December, 2012, at

City of Lovington
New Mexico

Dixie Drummond
Mayor

ATTEST:

Carol Ann Hogue, Clerk

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: December 10, 2012



TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Consider Resolution 121012-02 - Open Meetings Act
DEPARTMENT: City Clerk
SUBMITTED BY: Carol Ann Hogue, City Clerk
DATE SUBMITTED: December 3, 2012

STAFF SUMMARY:

The City Clerk has prepared resolution 121012-02 for the purposes of adopting the Open Meetings Act. We are required to adopt a new resolution each year.

FISCAL IMPACT:

N/A

REVIEWED BY: _____

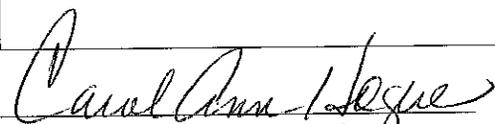
(Finance Director)

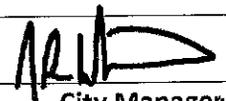
ATTACHMENTS:

Resolution 121012-02

RECOMMENDATION:

Motion to adopt resolution 121012-02.


Department Head


City Manager

**OPEN MEETINGS ACT
RESOLUTION #121012-2**

WHEREAS, Section 10-15-1B of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to -4) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of a quorum of members of any board, council, commission, administrative adjudicatory body or other policy making body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of any body, are declared to be public meetings open to the public at all times; and

WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and

WHEREAS, Section 10-15-1(D) of the Open Meetings Act requires the governing body to determine annually what constitutes reasonable notice of its public meetings;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the municipality of Lovington, New Mexico that:

1. All meetings shall be held at 214 S. Love at 5:30 p.m. or as indicated in the meeting notice.
2. Unless otherwise specified, regular meetings shall be held each month the second and fourth Monday. The agenda will be available at least twenty-four hours prior to the meeting from the administrative assistant, whose office is located in Lovington, New Mexico. Notice of any other regular meetings will be given ten days in advance of the meeting date. The notice shall indicate how a copy of the agenda may be obtained.
3. Special meetings may be called by the Chairman or a majority of the members upon three days notice. The notice shall include an agenda for the meeting or information on how members of the public may obtain a copy of the agenda. The agenda shall be available to the public at least twenty-four hours before any special meeting.
4. Emergency meetings will be called only under foreseen circumstances that demand immediate action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. The governing body will avoid emergency meetings whenever possible. Emergency meetings may be called by the Chairman or a majority of the members upon twenty-four hours notice, unless threat of personal injury or property damage requires less notice. The notice for all emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the

agenda.

5. For the purposes of regular meetings described in paragraph 2 of this resolution, notice requirements are met if notice of the date, time, place and agenda is placed in newspapers of general circulation in the state and posted in the following locations: U.S. Post Office, Lovington Public Library, City Hall, Bill McKibben Senior Center, Lovington Police Department and the Youth Center. Copies of the written notice shall also be mailed to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.
6. For the purposes of special meetings and emergency meetings described in paragraphs 3 and 4 of this resolution, notice requirements are met if notice of the date, time, place and agenda is provided by telephone to newspapers of general circulation in the state and posted in the office of the City Clerk. Telephone notice also shall be given to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.
7. In addition to the information specified above, all notices shall include the following language:

“If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the City Clerk at 575-396-2884 at least one week prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk at 575-396-2884 if a summary or other type of accessible format is needed.”

8. The governing body may close a meeting to the public only if the subject matter of such discussion or action is excepted from the open meeting requirement under Section 10-15-1 (H) of the Open Meetings Act.
 - a. If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the governing body taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meeting.
 - b. If a closed meeting is conducted when the governing body is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law authorizing the closed meeting and the subjects to be discussed with reasonable specificity is given to the members and to the general public.

- c. Following completion of any closed meeting, the minutes of the open meeting that was closed, or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.
- d. Except as provided in Section 10-15-1 (H) of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the governing body in an open public meeting.

PASSED, ADOPTED AND APPROVED this 10th day of December 2012.

SIGNED: _____

Dixie Drummond, Mayor

ATTEST:

Carol Ann Hogue, City Clerk-

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: December 10, 2012



TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Consider dates of public meetings and City holidays for 2013
DEPARTMENT: City Clerk
SUBMITTED BY: Carol Ann Hogue, City Clerk
DATE SUBMITTED: December 3, 2012

STAFF SUMMARY:

The City Clerk has prepared for publication the dates and times for City Commission, Museum Board, Personnel Board, Housing Authority, Library Board, Senior Citizens Advisory Board, and Youth Center Board meetings for 2013.

The City Clerk has also submitted the dates of City Holidays for 2013.

FISCAL IMPACT:

N/A

REVIEWED BY: _____

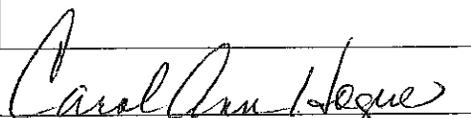
(Finance Director)

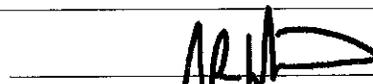
ATTACHMENTS:

Meeting and holiday notice for 2013.

RECOMMENDATION:

Motion to approve dates and times for Commission and Board meetings and City holidays for 2013.


Department Head


City Manager

LEGAL NOTICE

The following is a list of the regular City Commission Meetings for the months of January through December 2013. These will be held in the City Commission Meeting Room at City Hall, 214 S. Love at 5:30 P.M. In the event a meeting has to be rescheduled, publication will be made at least three days prior to such meeting. Anyone wishing to request a meeting agenda may obtain a copy from City Hall, 214 S. Love, during normal business hours. All agendas are available at least 24 hours prior to the meeting date.

2013 LOVINGTON CITY COMMISSION MEETING DATES

MONTH:	1ST MEETING:	2ND MEETING:
January.....	14	28
February.....	11	25
March.....	11	25
April.....	08	22
May.....	13	28
June.....	10	24
July.....	08	22
August.....	12	26
September.....	09	23
October.....	14	28
November.....	11	25
December.....	09	None

Signed: _____

Carol Ann Hogue, City Clerk

HOLIDAYS FOR 2013

January 1, 2013	New Years Day	Tuesday
January 21, 2013	Martin Luther King Day	Monday
May 27, 2013	Memorial Day	Monday
July 4, 2013	Independence Day	Thursday
September 2, 2013	Labor Day	Monday
November 28, 2013	Thanksgiving Day	Thursday
November 29, 2013	Thanksgiving Friday	Friday
December 24, 2013	Christmas Eve	Tuesday
December 25, 2013	Christmas Day	Wednesday
2 Floating Holidays		

***Note: City observed holidays have been amended. Effective in 1997, Presidents Day and Veterans Day have been deleted and the City will permanently observe the Friday after Thanksgiving and Christmas Eve.**

LEGAL NOTICE

The Museum Board will be meeting the third Wednesday of each month of 2013 at the Lea County Museum, 103 S. Love at 2:00 P.M. If a meeting is rescheduled, notice will be published prior to the meeting.

LEGAL NOTICE

The City of Lovington Personnel Board will meet in the City Commission Room at City Hall, 214 S. Love at 1:30 P.M. on the following dates for 2013. If a meeting is rescheduled, notice will be published prior to the meeting.

January 17	July 11
February 14	August 15
March 14	September 12
April 11	October 17
May 16	November 14
June 13	December 12

LEGAL NOTICE

The Commissioners of the Housing Authority of the City of Lovington will meet the second Wednesday of each month in 2013 at 214 S. Love at 11:00 A.M. If a meeting is rescheduled, notice will be published prior to the meeting.

LEGAL NOTICE

The Library Board will meet in the board room of the Library, 119 S. Main, at 1:15 P.M. on the following dates for 2013. If a meeting is rescheduled, notice will be published prior to the meeting.

January 17	July 18
March 21	September 19
May 16	November 21

LEGAL NOTICE

The Senior Citizens Advisory Board will meet at the McKibben Senior Center, 18 W. Ave F, at 2:00 P.M. on the following dates for 2013. If a meeting is rescheduled, notice will be published prior to the meeting.

February 21
May 16

August 15
October 17

LEGAL NOTICE

The Youth Center Board will meet at the Youth Center Building, 115 W. Ave O at 12:00 Noon on the following dates for 2013. If a meeting is rescheduled, notice will be published prior to the meeting.

February 18
May 20

August 19
November 18

Signed: _____
Carol Ann Hogue , City Clerk

If you require hearing interpreters or auxiliary aids in order to attend any Lovington Municipal Board meetings, please contact the City Clerk's Office at 396-2884. At least 72 hours prior notice is required to meet these needs. Anyone wishing to obtain an agenda may request a copy from the appropriate board.

PUBLISH: January 3, 2013

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: December 10, 2012



TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Consideration of Award of Bid - Car and Truck Repair
DEPARTMENT: Executive
SUBMITTED BY: James R. Williams
DATE SUBMITTED: December 4, 2012

STAFF SUMMARY:

Sealed bids were received and opened on December 4, 2012 at 2 p.m. of indefinite quantity car and truck repair beginning on January 1, 2013 and ending on December 31, 2013. One bid was received from Valentine Auto Service Inc. Details of bid are attached.

FISCAL IMPACT:

REVIEWED BY: *Marshall Stephens*

(Finance Director)

Comparable to previous year bid.

ATTACHMENTS:

Copy of Valentine Auto Service Inc. bid for indefinite quantity car and truck repair.

RECOMMENDATION:

Motion to award car and truck repair to Valentine Auto Service Inc.

Department Head

ARW

City Manager

INDEFINITE QUANTITY CONTRACT
CARS AND TRUCKS
REPAIR AND PARTS PRICE AGREEMENT

VALENTINE AUTO SERVICE INC. hereinafter called the Contractor, agrees, under the terms and conditions below, to furnish to the City of Lovington, New Mexico, its agencies and departments, parts and accessories for repair of cars and trucks.

TERM OR CONTRACT: This contract shall cover the period beginning January 01, 2013 and ending December 31, 2013.

TERMINATION: This contract may be cancelled by either party upon thirty (30) days written notice of such intention.

PARTS: The prices to be charged for parts or accessories that are purchased under this contract shall be fleet prices listed in the various manufacturer's price books or list price less 0 % discount. These prices being subject to change without notice.

F.O.B. POINT: All prices are f.o.b., Lovington. The transportation charge will be billed separate on each invoice.

SUPERSEDEENCE: Parts or accessories of new and improved design having different part numbers, but which are interchangeable with or will replace parts or accessories specified, may be substituted by the contractor for the parts and accessories ordered.

PARTS PRICE LISTS: The contractor shall furnish any participants in the contract with the necessary copies of referenced price list and once the original mailing has been made the same number of price changes, revisions or amendments to the parts price list as issued will be forwarded to the persons on the mailing list in the number originally mailed. Price list will be furnished if requested.

WARRANTY: The contractor warrants parts and accessories that are purchased under this contract for 90 days after the date of delivery. This warranty is limited to the repair or replacement, as the contractor may elect, at his place of business in Lovington, of such parts and accessories as shall appear to the contractor upon inspection to have been defective in material or workmanship but does not include any installation or transportation costs.

LABOR AND MATERIAL: The contractor will furnish labor of skilled mechanics, on a time basis, to perform all types of minor and major mechanical work on cars and trucks.

All replacement parts, accessories, supplies and materials used in performing work under this item shall be furnished by the contractor and shall be included on his invoice as separate items. Small quantities of such items as solder, gasket compound, shim stock, etc., shall be furnished as part of the job without additional cost.

This price agreement will be awarded to primary and secondary shops, which is in the best interest of the City of Lovington, not only in cost of parts and labor but in time.

ITEM #1 - LABOR - CARS

AMT. PER HR.-FLAT RATE

A. Standard Shop Work	\$ <u>85.50</u>
B. Machine Work	\$ <u>N/A</u>
C. Hand Welding	\$ <u>N/A</u>
D. Automatic Welding	\$ <u>N/A</u>

ITEM #2 - LABOR - TRUCKS

A. Standard Shop Work	\$ <u>85.50</u>
B. Machine Work	\$ <u>N/A</u>
C. Hand Welding	\$ <u>N/A</u>
D. Automatic Welding	\$ <u>N/A</u>

PLEASE MARK OUTSIDE OF ENVELOPE "BID - LABOR ON CARS AND TRUCKS.

ENTERED INTO THIS 16 DAY OF November, 2012.

MAYOR
CITY OF LOVINGTON

Ellen R. Cat
CONTRACTOR
Valentine Auto Service Co

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: December 10, 2012



TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Consideration of Award of Bid - Tire Repairs
DEPARTMENT: Executive
SUBMITTED BY: James R. Williams
DATE SUBMITTED: December 4, 2012

STAFF SUMMARY:

Sealed bids were received and opened on December 4, 2012 at 2 p.m. for tire repair services beginning January 1, 2013 and ending December 31, 2013. One bid was received from Forrest Tire Company. Details of bid are attached.

FISCAL IMPACT:

Comparable to previous years bid.

REVIEWED BY:

Marshall Stephens
(Finance Director)

ATTACHMENTS:

Copy of Forrest Tire Company Bid for Tire Repair.

RECOMMENDATION:

Motion to award tire repair to Forrest Tire Company

Department Head

ARW

City Manager

CITY OF LOVINGTON
TIRE REPAIR SPECIFICATIONS

The City of Lovington will receive sealed bids for tire repair on the following sizes. The bids will be opened on Tuesday, December 4, 2012 at 2:00 p.m. The contract will run for a period of one year beginning January 1, 2013 ending December 31, 2013.

TIRE SIZE		BID PRICE EACH
All Pickup and Car Tires		\$ <u>11.50</u>
All Truck Tires		\$ <u>29.00</u>
1400-24	Blade	\$ <u>55.00</u>
14-9-28	Tractor (Back)	\$ <u>40.00</u>
6-50-16	Small Tractor (Front)	\$ <u>11.50</u>
14-9-24	Small Tractor (Back)	\$ <u>40.00</u>
1100-16-SL	Massey Ferguson Tractor (Front)	\$ <u>11.50</u>
18.4.38	Massey Ferguson Tractor (Back)	\$ <u>55.00</u>
23.1.26	Scraper	\$ <u>65.00</u>
15.5.25	Front End Loader	\$ <u>55.00</u>
16.9.24	Backhoe (Back)	\$ <u>45.00</u>

Bidder is required to have a service truck equipped to repair any size tire used by the City of Lovington.

IF THIS BID IS ACCEPTED, THIS IS YOUR CONTRACT WITH THE CITY OF LOVINGTON FOR ONE YEAR AS STATED. NEW MEXICO ID NUMBER IS REQUIRED. THIS CONTRACT MAY BE CANCELLED BY EITHER PARTY WITH 30 DAYS WRITTEN NOTICE.

PLEASE MARK OUTSIDE OF ENVELOPE "BID - TIRE REPAIR". Note: Any exceptions to these specifications must be noted.

Date 11-26-12

FORREST TIRE CO
FIRM NAME

BY Jammy Jones

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: December 10, 2012



TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Consider Approval of Ice Rink Event in Central Parking Lot
DEPARTMENT: Executive
SUBMITTED BY: James R. Williams
DATE SUBMITTED: December 3, 2012

STAFF SUMMARY:

Lyn Edwards of Lea County has requested permission to utilize the parking lot, located on Central between the museum and Lea Theater to place the simulated ice rink in Lovington December 27, 28, and 29, 2012. The rink is the same type that was hosted at the Lea County Event Center last year.

The event will be held from 12 p.m. to 6 p.m. each day, and will require the closure of the parking area for all three days. Ms. Edwards, at the City's request, will ensure that the City is named as an additional insured party in the contractors policy.

FISCAL IMPACT:

REVIEWED BY: *Marshall Stephens*
(Finance Director)

Unknown. Will draw individuals to the downtown area.

ATTACHMENTS:

None

RECOMMENDATION:

Motion to approve temporary closure of parking lot on Central on December 27, 28, and 29, 2012.

Department Head

[Signature]

City Manager

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: December 10, 2012



TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Consider Temporary Closure of Washington Street for Car Show
DEPARTMENT: Executive
SUBMITTED BY: James R. Williams
DATE SUBMITTED: December 3, 2012

STAFF SUMMARY:

The City has received a request from Ruben Quintana to close Washington Street, between Main St. and Love St. on December 16, 2012 between the hours of 6 a.m. and 4 p.m.

Mr. Quintana's car club has planned a toy drive and car show on this date. Setup for the event will occur between 8 a.m. and 12 p.m., with the car show and toy drive commencing after setup until 3 p.m.

This organization has hosted this event in the past, with the exception of last year.

FISCAL IMPACT:

REVIEWED BY: *Marshall Stephens*
(Finance Director)

Unknown. Will draw individuals to downtown area.

ATTACHMENTS:

None

RECOMMENDATION:

Motion to approve the temporary closure of Washington Street, between Main St. and Love St. on December 16, 2012 between the hours of 6 a.m. and 4 p.m.

Department Head

[Signature]

City Manager

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM



MEETING DATE: December 10, 2012

TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Consider Approval of Humane Society Agreement
DEPARTMENT: Animal Control/Code Enforcement
SUBMITTED BY: Laura Brock
DATE SUBMITTED: December 4, 2012

STAFF SUMMARY:

At the November 26, 2012 Commission Meeting, an agreement between the City and the Lea County Humane Society was discussed. Legal counsel has reviewed this agreement and will provide information.

The Humane Society is requesting action be taken on this agreement as they wish to begin our working relationship in January 2013.

FISCAL IMPACT:

REVIEWED BY: *Marshell Stephens*
(Finance Director)

To be determined. The agreement does request a specific time period in which animals would be kept. This will incur an additional care expense. Although we would provide them office space, we are not responsible for any of their administrative costs, including telephone, fax, and internet expenses.

ATTACHMENTS:

Agreement between the City of Lovington and the Lea County Humane Society

RECOMMENDATION:

Motion to approve.

Department Head

ARW

City Manager

A Professional Services Agreement Between the City of Lovington and the Lea County Humane Society, Inc.

WHEREAS, NMSA 1978 Section 3-17-1- (1993) provides that cities are granted those powers necessary and proper to provide for the safety, preserve the health, promotes the prosperity and improve the morals, order, comfort and convenience of the City and its inhabitants; and

WHEREAS, the City of Lovington recognizes that through cooperation with the Lea County Humane Society we will more effectively address the high number of unwanted and nuisance dogs and cats within the City of Lovington; and

NOW, THEREFORE, the City of Lovington (hereinafter referred to as "City") and Lea County Humane Society, Inc. (hereinafter referred to as "LCHS"), hereby do agree as follows:

1. Partnership: City and LCHS agree to partner in order to accomplish the following goals:
 - 1.1 Adopt dogs and cats to properly screened and approved adopters based on adoption policies set forth by City.
 - 1.2 Reduce the numbers, and consequently the expense, of euthanasia of dogs and cats by objectives set forth by City.
2. Facility
 - 2.1 City will provide LCHS office space in the Adoption Building consisting of one office. LCHS shall bear all administrative costs associated with said office, including telephone, fax, and internet expenses.
 - 2.2 City will permit LCHS use of the educational/public meeting room, to include usage during evenings and weekends when necessary and convenient for LCHS to perform its duties under this Agreement.
 - 2.3 LCHS employees and volunteers will abide by Facility police, rules and regulations.
 - 2.4 City retains the right to bar any LCHS employee or volunteer from the facility who fails to follow City policies and procedure. The determination shall be at the sole discretion of the City Manager or his designee.
3. Adoptions
 - 3.1 LCHS will develop, advertise and conduct in conformity with Facility policy as set forth by City three (3) adoption events throughout Lea County each year. LCHS shall bear all costs associated with these events.
 - 3.2 LCHS will record statistics regarding adoption events and report such statistics to City.
 - 3.3 LCHS will regularly and consistently promote adoptions and responsible pet ownership through advertising, public events and educational programs.
4. LCHS RESPONSIBILITIES
 - 4.1 LCHS will assist with the daily cleaning of kennels, cat areas, display area, bonding area and runs in accordance with policies set forth by City.
 - 4.2 LCHS will assist with feeding, watering, caring for, exercising and providing for the safety of all animals in the Facility.
5. ANIMAL HOUSING AND EUTHANASIA
 - 5.1 City shall maintain adoptable animals in the Facility for (a yet to be determined time period), unless the animal becomes unhealthy or unadoptable.
 - 5.2 City shall be responsible for all euthanasia.
6. PERSONNEL
 - 6.1 LCHS will provide a part-time employee to work twenty (20) hours per week.

- 6.2 LCHS will provide a weekly work schedule for its employee at least one week in advance.
- 6.3 LCHS employee(s) and volunteers are not employees of City. They shall not be entitled to City benefits, Workers' Compensation, or retirement.

7. MISCELLANEOUS PROVISIONS

- 7.1 This agreement shall terminate on 31 December 2013.
- 7.2 LCHS shall maintain a General Liability Insurance policy in the amount of \$ 1,000, 000.00 that will cover its employee(s) and volunteers for any damages or injuries incurred at, or on adjoining properties of, the Lovington facility and for any damages or injuries sustained by others from LCHS employee(s)' and volunteers' negligence. The City of Lovington shall be named as an additional insured party. LCHS shall provide to City a copy of the complete policy evidencing said coverage.
- 7.3 The agreement may be extended on a year-to-year basis upon written agreement of the parties signed 30 days prior to the original termination date or any extensions. This clause providing for an extension in no way guarantees any extension beyond the initial year. The continuation or renewal of this agreement will be reviewed on a year-to-year basis.
- 7.4 Either party may terminate this agreement upon the other party's substantial breach of any term or condition contained in this document, provided that the breaching party shall be given thirty (30) days from the receipt of written notice of a substantial breach to cure the breach or to begin and proceed, with due diligence, to cure a breach that cannot be cured within thirty (30) days. In the event of a substantial breach, the non-breaching party shall give the breaching party written notice that describes the nature of the breach and notifies the breaching party that, unless the breach is cured within the time limits contained herein, the agreement shall terminate without further notice at the end of the cure period. Upon termination of the agreement, LCHS shall surrender the premises to City.
- 7.5 LCHS does not have the right to assign this agreement.
- 7.6 LCHS shall give City prompt and timely notice of any claim made or suit instituted against LCHS which may in any way directly or indirectly, contingently or otherwise result in a claim or judgment against City.
- 7.7 LCHS shall indemnify City of all actions, negligence resulting from the actions of LCHS employee(s) or volunteers including, but not limited to, negotiated settlements, judgments, attorneys' fees and costs. In the event a matter is litigated the Court shall award reasonable attorney fees to the prevailing party, notwithstanding in-house counsel represents a party.
- 7.8 This agreement shall not be altered or amended except by instrument in writing executed by the parties.
- 7.9 This agreement incorporates all of the conditions, agreements and understandings between the parties concerning the subject matter of this service, and all such conditions, agreements and understandings have been merged into this written agreement. No prior condition, agreement or understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in this written agreement.

CITY OF LOVINGTON, NEW MEXICO

_____ City Clerk _____ City Attorney _____ Mayor

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: December 10, 2012



TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Consideration of Purchase of Ambulance Loading System
DEPARTMENT: Fire Department
SUBMITTED BY: James R. Williams
DATE SUBMITTED: December 5, 2012

STAFF SUMMARY:

The Fire Department has identified a means to improve patient and provider safety of individuals being treated and transported by ambulance. The Stryker Powerload system is a means that will increase the safety of individuals being placed in the patient compartment of an ambulance and eliminate the potential of providers sustaining an injury during the loading and unloading process. This equipment is an addition to our existing stretchers and can be considered a sole source. The department would need to purchase four systems in order to equip the department.

Given the cost of the system, the Fire Department recommends financing this project for a five year term. In terms of payment, the annual EMS Fund Act Distribution would pay the majority of the annual payment, with the remaining balance being paid for using Ambulance Funds. In order to secure the substantial price discount, in combination with the 2013 price increase for this item, we can enter into this agreement now but not be required to expend grant or Ambulance funds until FY2014.

FISCAL IMPACT:

REVIEWED BY: *Mark Stephen*
(Finance Director)

Average EMS Fund Act Distribution: \$14,500 per year

If five year finance option is approved, the Ambulance Fund would be required to expend an estimated \$7607 per year for the next five years.

Total project purchase price (no financing): \$97,697.20

Total project purchase price (5 year financing): \$110,534.25

Cash balance of Ambulance Fund as of November 2012: \$257,104.28

ATTACHMENTS:

Stryker Finance Proposal

RECOMMENDATION:

Motion to approve.

Department Head

[Signature]

City Manager



12/5/12

Finance

Lovington Fire Department
213 S Love
Lovington, NM 88260

Thank you for considering Stryker Corporation and Stryker Finance for your equipment acquisition. We are pleased to present the following payment terms for your review:

Equipment: EMS Equipment

Proposal Prices: See proposal for itemized pricing

Finance Structure: \$1 out

\$1 Out End of Term Option: • Purchase the equipment for \$1.00

Payment Terms:

Proposal Total: \$97,697.20

3 Annual Payments First Due Net 30	4 Annual Payments First Due Net 30	5 Annual Payments First Due Net 30
\$34,651.70	\$26,771.91	\$22,106.85

* Payments are exclusive of all applicable taxes and freight unless otherwise noted.

Deal Consummation:

This is a proposal and not a commitment. This proposal is subject to final credit, pricing, and documentation approval. Legal documents must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule.

Financial Information:

The following information is required to complete our review process:
• Two years of financial statements, audited if available

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM



MEETING DATE: December 10, 2012

TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT:
DEPARTMENT: Planning and Zoning Board
SUBMITTED BY: Kallie Richards, Chair
DATE SUBMITTED: December 4, 2012

STAFF SUMMARY:

Jose Godinez made a request to the Planning and Zoning Board at the November 15, 2012 meeting to allow a variance on the corner of 5th and Avenue H for 902 S. 5th and 906 S. 5th in which the existing 2 lots would be divided into 3 lots. The third lot was requested to accommodate a double wide mobile home. Mr. Godinez has proved he owns these properties.

This issue was presented at the November 17, 2011 Planning and Zoning meeting and was tabled until more information on the resizing of the lots was obtained and where the utilities were located on the property.

At the December 6, 2011 meeting of the Planning and Zoning Board, this issue was presented again and was denied by unanimous vote.

During the November 15, 2012 Planning and Zoning Board meeting, the issue was presented again by Mr. Godinez. The Board at this time approved to grant variance so long as there is an easement granted for 902 S. 5th street for utilities.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

N/A

ATTACHMENTS:

Hand-drawn plat of proposed lot divisions.
November 17, 2011 Planning and Zoning Board Minutes
December 6, 2011 Planning and Zoning Board Minutes
November 15, 2012 Planning and Zoning Board Minutes

RECOMMENDATION:

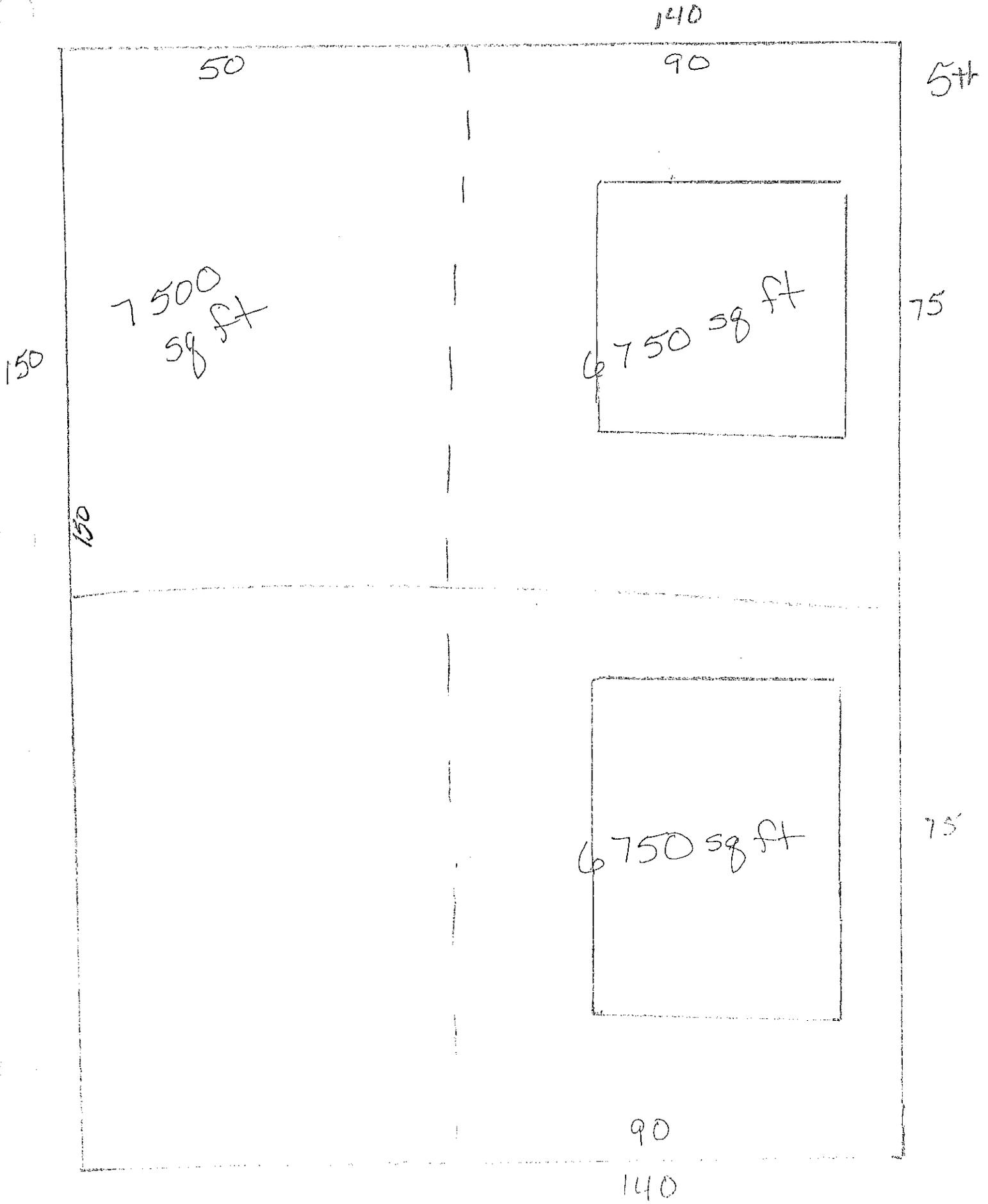
Motion to act in the best interests of Lovington.

Department Head



City Manager

Ave H



**CALLED MEETING OF THE PLANNING & ZONING COMMISSION
THURSDAY, NOVEMBER 17, 2011 AT 4:00 P.M.
HELD IN CITY COMMISSION CHAMBERS, 214 SOUTH LOVE STREET**

PURPOSE OF MEETING:

1. Request for zoning change of Nor-Lea 20 acres property
2. Request for variance to allow single wide mobile home at 1812 West Jackson
3. Direction in City zoning
4. Request for variance to permit 10 spaces at Sun RV Park located at 3319 South Main
5. Request for RV Park permit
6. Request for variance to allow a mobile home on corner of 5th and H
7. Trailer Court Violation at 911 East Monroe Street

PRESENT: Members: Kallie Richards, Betty Price, Lynda Kreybig, Nell Lewis, Carol DeArment, and Chairman Ava Bengé. Not present Member John Bernard.

ALSO PRESENT: City Manager Michael Leighton, City Attorney McMahon, Code Enforcement Laura Brock and Administrative Assistant Anna Juarez.

CALL TO ORDER: The meeting was called to order by Ava Bengé, Chairman.

CONSIDERATION OF THE OCTOBER 4, 2011 MINUTES: Chairman Bengé called for a motion to approve the October 4, 2011 minutes. Member DeArment so moved. Member Kreybig seconded. Motion carried unanimously.

REQUEST OF ZONING TO BE RE-CLASSIFIED FOR TYPE "B" MULTIPLE DWELLING DISTRICT BY DAVID SHAW: David Shaw, CEO/Administrator requested the current single family dwelling zone "A" for the recently annexed 20 acres be change to multi-family dwelling zoning "B". This would allow Nor-Lea to develop both single & multi-family dwellings and more medical facilities under the parameters of zone "B". Member Kreybig moved that the commission approve the change of dwelling from A to B for Nor-Lea's 20 acres. Member Richards seconded. There being no further discussion, Chairman Bengé called for a vote. The motion carried unanimously.

REQUEST FOR A VARIANCE TO MOVE SINGLE WIDE MANUFACTURED HOUSING UNIT ONTO PROPERTY 1812 WEST JACKSON BY SHANNON BASKETT: Shannon Baskett requested a variance at 1812 West Jackson to allow single wide housing. Chairman Bengé and members reviewed the letters submitted by neighboring neighbors' approval for Mrs. Baskett's single wide trailer. Chairman Bengé asked for a motion from the commission. Member DeArment moved that the commission approve the request to allow single wide housing at 1812 West Jackson on a permanent foundation. Member Lewis seconded. City Manager and Commission advised Mrs. Baskett to not move trailer until final approval from City Commissioners in next meeting on November 28, 2011. There being no further discussion, Chairman Bengé called for a vote. The motion carried unanimously.

REZONING ISSUE BY ESTELLA GARCIA: Estella Garcia is requesting to re-zone commercial property to residential to include block 7 lots 1 thru 12, block 6 lots 1 thru 12 and block 1 lots 1 thru 6. Chairman Bengé and members all suggested to Mrs. Garcia to have property owners come in and voice their opinion to commission to consider rezoning property to residential. Chairman Bengé summarized for Mrs. Garcia concerns for City to take into consideration the good, safe, and secure housing issue to City Commissioners. Member Richards made a motion to recommend for City to review mobile home and safe housing ordinances. Member Kreybig seconded. There being no further discussion, Chairman Bengé called for a vote. The motion carried unanimously.

REQUEST FOR A VARIANCE FOR SUN RV PARK AT 3319 SOUTH MAIN TO PERMIT 10 SPACES BY TAHIR FAROOQ: Tahir Farooq was not present, but Code Enforcement Laura Brock recommended 6 densities instead of 10, to prevent danger issues and in keeping with zoning regulations 17.28.020D. Member Kreybig denied the variance to allow 10 spaces only allowing the 6 spaces for emergency vehicles to be able to enter and leave without interference of RV space. Member DeArment seconded. There being no further discussion, Chairman Bengé called for a vote. The motion carried unanimously.

REQUEST FOR A RV PARK PERMIT BY ADAN MARQUEZ: Adan Marquez, requested a RV park permit in a single family dwelling district where he currently has 4 mobile homes for rental. Commission is concerned about fire safety issues for tenants, the City, and Mr. Marquez. Chairman Bengé tabled the motion for a RV park permit until the space could be safely divided and to allow mobile homes/RV's to follow the ordinance code for a RV park.

REQUEST FOR A VARIANCE ON CORNER OF 5TH AND H BY JOSE GODINEZ: Jose Godinez requested a variance on corner of 5th and H to divide lots into 3 lots to accommodate a double wide mobile home on a permanent foundation. Chairman Bengé had concerns about utilities running into lot where double wide will be placed and mobile home requirements to meet zoning ordinance. Chairman Bengé asked for the motion to table the motion for a variance on corner of 5th and H until more detailed information of the resizing of the lots to accommodate all 3 homes and find out where utilities run. Member Richards made the motion and member DeArment seconded. The motion carried unanimously.

TRAILER COURT ISSUE BY ANDREA MADRID: Andrea Madrid was not present, but Code Enforcement Laura Brock recommended removing all RV campers within thirty days and the other two trailers be removed from the property within the next year. Mrs. Madrid is in violation of City Municipal Code 5.52.020 Trailer Courts. Member Kreybig made a motion to remove RV campers and trailers be removed according to Code Enforcement recommendation. Member DeArment seconded. City Attorney McMahon counseled commission to approach City Commissioners with a recommendation with a nonconforming use. Member Kreybig changed her motion to recommend a nonconforming use to the City Commissioners. Member DeArment seconded. There being no further discussion, Chairman Bengé called for a vote. The motion carried unanimously.

There being no further business Member Bengé moved for adjournment. Member Price seconded. Motion carried unanimously. Meeting adjourned at 5:25 P.M.

APPROVED: _____
CHAIRMAN BENGE

ATTEST: _____
VICE-CHAIRMAN KREYBIG

**CALLED MEETING OF THE PLANNING & ZONING COMMISSION
TUESDAY, DECEMBER 6, 2011 AT 4:00 P.M.
HELD IN CITY COMMISSION CHAMBERS, 214 SOUTH LOVE STREET**

PURPOSE OF MEETING:

1. Jose Godinez request for a variance on 702 West Avenue H
2. Elizabeth Garcia request for special use permit for RV park on property zoned B

PRESENT: Members: Kallie Richards, Betty Price, Lynda Kreybig, Carol DeArment, Nell Lewis and Chairman Ava Bengé.

NOT PRESENT: John Benard

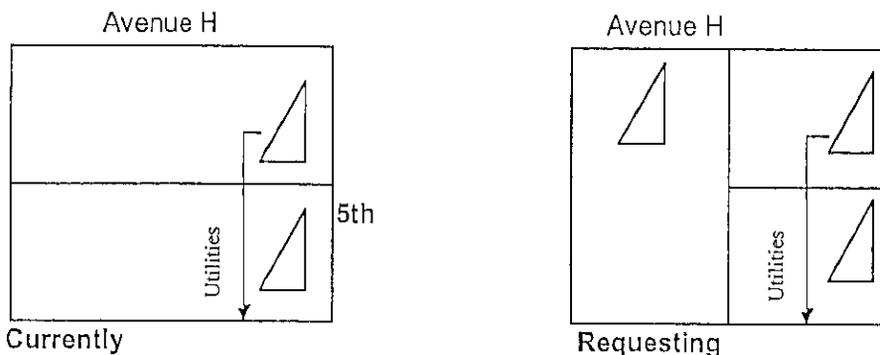
ALSO PRESENT: City Manager Michael Leighton, City Attorney Patrick McMahon, Administrative Assistant Anna Juarez and Code Enforcement Laura Brock.

CALL TO ORDER: The meeting was called to order by Chairman Bengé at 4:30 P.M.

CONSIDERATION OF THE NOVEMBER 17, 2011 MINUTES: Chairman Bengé called for a motion to approve the November 17, 2011 minutes. Member Price so moved. Member DeArment seconded. Motion carried unanimously.

Jose Godinez request for a variance on 702 West Avenue H:

Chairman Bengé asked for property to be surveyed to get accurate measurements to allow for easements and proper placement of mobile home. Code Enforcement Laura Brock informed board utilities would become an issue in the long run whichever way the property would be divided. Chairman Bengé asked for a motion from the commission to deny the variance. Member Kreybig moved that the commission to deny the variance on 702 West Avenue H at this time. Member Price seconded. There being no further discussion, Chairman Bengé called for a vote. The motion carried unanimously.



Elizabeth Garcia request for special use permit for RV Park on property zoned B:

Elizabeth Garcia asked for one special use RV Park permit for a fee of \$10.00 per month on a multi-family zoned property. Chairman Bengé had concerns if Mrs. Garcia had had approval of neighboring neighbors and not only from the renter. Fire department approved the property in regards to fire access. Chairman Bengé asked for a motion from the commission to table the request until surrounding neighbors are contacted of RV Park. Member Price so moved and Member Kreybig seconded. There being no further discussion, Chairman Bengé called for a vote. The motion carried unanimously.

Other:

Adjournment:

**CALLED MEETING OF THE PLANNING & ZONING COMMISSION
MONDAY, NOVEMBER 15, 2012 AT 4:00 P.M.
HELD IN CITY COMMISSION CHAMBERS, 214 SOUTH LOVE STREET**

PURPOSE OF MEETING: Jose Godinez request to subdivide his land to put mobile home in the back part of his home.

PRESENT: Members: David Lynch, Betty Price, Nell Lewis and Chairman Kallie Richards.

NOT PRESENT: Members: Jon Benard and Lynda Kreybig

ALSO PRESENT: City Manager James R. Williams, Code Enforcer Laura Brock, City Attorney Patrick McMahon, City Clerk Carol Ann Hogue and Administrative Assistant Imelda Gutierrez.

CALL TO ORDER: The meeting was called to order by Chairman Richards at 4:00 P.M.

CONSIDERATION OF THE OCTOBER 1, 2012 MINUTES: Chairman Richards called for a motion to approve the October 1, 2012 minutes. Member Lynch so moved to amend and change from Sept 18, 2012 to October 1, 2012. Member Price seconded. Motion carried unanimously.

APPROVAL OF AGENDA: Chairman Richards called for a motion to approve the agenda. Member Lynch approved the motion for the amending agenda. Member Price seconded. Motion carried unanimously.

REQUEST FOR VARIANCE ON 902 S. 5th St & 906 S. 5th ST – JOSE GODINEZ: Chairman Richards called for a motion to approve the variance for Jose Godinez who wants to subdivide his land to put in a mobile home in the back part of his home. This request was tabled the first time and denied the second time. Chairman Richards said the corner house has to have an easement granted to it before it can sell because it will need an easement for access. City Attorney McMahon said easement can go into where nothing would be killed or have to be moved. It is on Zone B and a single wide could be put there. Member Price motioned that property owners grant easement for 902 S. 5th for water and sewer utilities. Member Price so moved. Member Lynch seconded. Chairman Richards called for approval and all aye. Mr. Godinez will return to and a decision will be made at the next regular commission meeting on December 10, 2012.

REQUEST TO CHANGE MORNINGSIDE SUBDIVISION & FAIRVIEW SUBDIVISION FROM ZONE A TO ZONE B: Chairman Richards called for a motion to approve change from Zone A to Zone B. Code Enforcement Laura Brock said at least half are in violation of Zone A. Member Lynch so moved. Member Price seconded. Chairman Richards called for motion and all aye.

REQUEST FOR SPECIAL USE PERMIT FOR RV PARK NORTHWEST CORNER OF EAST JEFFERSON & CURRY – UBALDO LICANO: Chairman Richards called for a motion to approve permit for RV Park for Ubaldo Licano. Mr. Licano would like to request a variance for a specific purpose. A decision was not made it was tabled for now and Mr. Licano will return on the next planning & zoning meeting. Member Price so moved. Member Lynch seconded. Chairman Richards called for motion and all aye.

PROPOSE CHANGE IN THE CITY CODE 17.20.020 – INTENSITY OF USE- SINGLE FAMILY RESIDENTIALS: Chairman Richards called for a motion to approve the change in the City Code 17.20.020. Pat Wise addressed the Members to lower from 7,000 square feet lots to minimum of 6,000 square feet lots. Pat Wise mentioned that he has been doing some searching in Roswell and their City Code is 4,500 to 6,000 square feet lots. Carlsbad has 6,000 square feet lots. Member Lynch so moved. Member Price seconded. Chairman Richards called for a motion and all aye.

REQUEST TO VACATE HARRISON AVE BETWEEN LOVE & EAST STREET- IMELDA GUTIERREZ: Chairman Richards called for a motion to approve to vacate Harrison Ave requested by Imelda Gutierrez. Member Lynch so moved. Member Lewis seconded. Chairman Richards called for motion: Chairman Richards, aye; Member Lynch, aye; Member Lewis, aye; and Member Price opposed the motion.

ADJOURNMENT:

Chairman Richards asked for a motion for adjournment at 5:15 p.m.

APPROVED: _____
CHAIRMAN RICHARDS

ATTEST: _____
MEMBER LYNCH

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM



MEETING DATE: December 10, 2012

TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Consideration of Accounts Payable
DEPARTMENT: Finance
SUBMITTED BY: Mashelle Stevens, Finance Director
DATE SUBMITTED: December 3, 2012

STAFF SUMMARY:

Staff have prepared this months accounts payable for your approval.

Staff will be available to answer questions.

FISCAL IMPACT:

See accounts payable detail.

REVIEWED BY: *Mashelle Stevens*
(Finance Director)

ATTACHMENTS:

Accounts payable detail and summary.

RECOMMENDATION:

Motion to approve accounts payable as submitted.

Mashelle Stevens
Department Head

NRW
City Manager

City of Lovington (New)
Summary A/P Ledger - A/P Summary CMeeting - Water
From 12/1/2012 Through 12/31/2012

<u>Vendor Name</u>	<u>Current Balance</u>
A & L Plains Agricultural Lab	754.00
Accounting & Consulting Group	5,348.64
American Medical Group, Inc	464.65
Atco International	1,980.00
BMN Meter Measurement	2,296.46
C & S Motor Parts Co.	111.21
C. A. Short Co., Inc.	97.44
California Cont. Supplies, Inc	1,068.60
Cardinal Laboratories	112.15
Culligan Water Conditioning	27.50
Dana Kepner Co.	4,247.30
DPC Industries Inc.	54.00
Farmer Brothers Company	25.11
Gebo Credit Corporation	169.97
General Welding Supply	189.00
Haarmeyer Electric	420.40
Higginbotham-Bartlett Co.	649.34
Hospital Services Corporation	34.24
J & L Equipment	4,700.37
Lovington Auto Supply	10.48
Lovington Leader	418.95
MailFinance	206.00
Master Printers	441.45
McJunkin Red Man Corporation	5.72
New Mexico Rural Water Assn	1,124.00
NM Water & Wastewater Assoc.	473.00
Odessa Pumps & Equipment	532.25
P & D Petroleum, Inc	2,388.43

City of Lovington (New)
Summary A/P Ledger - A/P Summary CCMeting - Water
From 12/1/2012 Through 12/31/2012

Patriot Pipe & Supply LTD	592.13
Polydyne Inc.	1,008.00
Solid Waste Authority	5,856.48
Tom's Plumbing	160.31
USA Bluebook	159.73
Vista Control Systems, Inc.	874.00
W-H-B, Inc.	<u>1,402.38</u>
Report Balance	<u>38,403.69</u>

Vendor

Sub total from page one 38,403.69

AT&T Mobility	Water-Cell Phone Bill	219.84
AT&T Mobility	WasteWater-Cell Phone Bill	162.14
Lea County Electric	Water-Electric Bill	5,980.22
Lea County Electric	Water-Electric Bill	10,653.34
Lea County Electric	Water-Electric Bill	81.24
Lea County Electric	Water-Well 2 Electric Bill	520.50
Lea County Electric	WasteWater-Irr Electric Bill	20.00
New Mexico Gas Company	Water-Gas Bill	100.72
New Mexico Gas Company	WasteWater-Gas Bill	111.03
NM Utility Operator Certification	Water-Certification Renewal Wyatt Duncan	25.00
Staples	Water-APC Batteries	139.98
Staples	Water-Hp Pavillion Computer	579.89
Staples	Wastewater-Logitech M525 WRLS	39.99
Staples	Wastewater-SPLS IJ Buscard MA	19.99
Staples	Wastewater-Logi M110 Blk Opti	14.99
Waste Management of New Mexico	Solid Waste-Polycarts	9,680.22
Waste Management-Desert Region	Solid Waste-Polycart Service	117,197.55
Windstream	Water-Phone Bill	320.19
Windstream	Water-Phone Bill	101.96
Windstream	Water-Phone Bill	33.09

Total - Water 184,405.57

City of Lovington (New)
Summary A/P Ledger
From 12/1/2012 Through 12/31/2012

<u>Vendor Name</u>	<u>Current Balance</u>
Accounting & Consulting Group	10,859.37
ALCO Stores, Inc	190.97
Alsco	651.34
American Medical Group, Inc	3,268.49
Animal Care Equip. & Serv.	68.90
BeGeo Investment LLC	108.00
Benchmark	94.15
Blaine Industrial Supply	1,421.92
Bob's Thriftway	369.88
Bound Tree Medical, LLC	3,241.01
C & S Motor Parts Co.	554.14
C. A. Short Co., Inc.	709.42
Caprock Communications	363.16
Catering by Design Books	59.90
CDR Services, Inc.	90.79
Certified Air Cond. & Applianc	299.58
Chevron USA, Inc.	26.01
Community Drug Coalition	500.00
Constructors, Inc	144,530.01
Cowboys Corner	97.95
Deluxe	513.63
Demco Inc.	601.99
Eastern NM Emergency	65.00
Farmer Brothers Company	441.98
Flail Master Corp.	372.27
Forrest Tire Co.	396.10
Galls, An Aramark Company	97.75
Gebo Credit Corporation	54.99

City of Lovington (New)
Summary A/P Ledger
From 12/1/2012 Through 12/31/2012

General Welding Supply	501.50
H & K Pest Control Co.	426.60
Heather Barrett	300.00
Higginbotham-Bartlett Co.	1,142.77
High Plains Refrigeration, Inc	128.18
Hobbs News-Sun	3,539.63
Hose Products	333.97
Hospital Services Corporation	273.92
Kenwood U.S.A. Corporation	781.20
KLEA Radio	1,065.00
L A Graphics	689.63
Lea County Treasurer	851.50
Lee Gamelsky Architects	7,704.00
Lovington Auto Supply	268.66
Lovington Chamber of	1,000.00
Lovington Leader	4,245.53
M & M Services	105.00
MailFinance	206.00
Maley Mobile Storage	9,250.00
Master Printers	249.65
Michael's Prescription Corner	40.50
MicroMarketing LLC	116.04
MidAmerica Books	1,446.06
National Business Furniture	954.00
Noalmark Broadcasting Corp.	160.22
Nor-Lea General Hospital	150.00
OCLC, Inc.	202.61
Office Max - A Boise Company	380.00
P & D Petroleum, Inc	12,144.38
Parkway Cleaners	177.55

City of Lovington (New)
Summary A/P Ledger
From 12/1/2012 Through 12/31/2012

Peanut Kustom Paint and Body	6,534.80
Phillips 66 Co.	255.30
Postmaster	96.00
Pro-Treat Power Equipment	376.40
Pumpkin Books	69.76
R & R Trophy	57.00
RDJ Specialties, Inc.	474.09
Recorded Books LLC	105.25
Reid Insurance Group, Inc.	1,437.00
Retail Acquisition/Development	123.80
Robert Odom	43.27
Roberts Oil & Lube	271.95
Rocky Mountain Information Net	100.00
Sharon's Alterations	324.88
Shell Oil Co.	199.34
Souder, Miller & Associates	521.19
Squeaky Clean	4,253.63
Staples Advantage	824.38
Star Book Sales	1,697.94
Stericycle, Inc.	428.17
SWAT, LLC	2,774.96
Technicon Training& Consulting	295.00
The Gale Group	147.68
Tom's Sharp Shop	225.11
U S Food Service	3,597.44
Valentine Auto Service	2,610.06
Western Fire Extinguisher	573.40
WTG Fuels, Inc	4,880.93
Zia Towing & Recovery	<u>155.62</u>
Report Balance	<u>252,337.15</u>

Vendor

Sub Total from page one		252,337.15
AT&T Mobility	Finance-Cell Phone	110.80
AT&T Mobility	Police-Cell Phone	265.66
AT&T Mobility	Fire-Cell Phone	260.08
AT&T Mobility	Senior Center Cell Phone	84.30
AT&T Mobility	Street-Cell Phone	89.24
AT&T Mobility	Parks-Cell Phone	210.42
AT&T Mobility	Cemetery-Cell Phone	28.10
AT&T Mobility	Recreation-Cell Phone	56.66
AT&T Mobility	General-Cell Phone Bills	28.10
Brenton B Lewis	Finance-Reimb for Interview City Manger-B	773.60
Choya Young	Clack-1 Round Bale of Hay	100.00
David Rodriguez	Police-Large Navy	80.00
David Rodriguez	Police-2x Navy Renegade	44.00
David Rodriguez	Police-Embroidery on	15.00
David Rodriguez	Police-Reimb David Rodriguez	6.38
David Rodriguez	Police-Tax	0.44
David Rodriguez	Police-Reimb Magazine Case/Cuff Holder Combo	135.96
David Rodriguez	Police-Reimb Shipping And	14.92
Dept. of Public Safety	Finance/AC-Authorization for Release of Infom	15.00
E.N.M.U.R.	Ambulance-Ems Refresher	403.20
Goserco, Inc.	Police-Maintenance	1,911.00
Hearts Desire	Finance-Christmas Decorations/City Party 2012	130.00
Jami Bailey	Youth Center-Reimb	10.65
Jim Trujillo	Alternate Judge-2 hrs	128.25
Joe Clark	Police-Unleaded Fuel To FBI Training in	26.01

City of Lovington (New)
 Summary A/P Ledger
 From 12/1/2012 Through 12/31/2012

Joe Clark	Police-Fuel To FBI Training/Albuquerque	63.00
Joe Clark	Police-Fuel From FBI Training-Albuquerque	65.01
Joe Clark	Police-Meal Training	8.99
KLEA Radio	Lodger's Tax Advertising Farmer Market	160.00
Larry Mahan's Paint & Body	Police-Hail Damage Unit 10	6,144.27
Lea County Electric	General- Electric Bill	19,995.91
Lea County Electric	Swimming Pool-Electric	596.25
Lovington Main Street	Lodger's Tax-Reimb for payment to Daily Leader for	378.00
Maria Hernandez	Motor Vehicle-Reimb for Ribbon Cutting	94.88
New Mexico Gas Company	Streets-Gas Bill	43.51
New Mexico Gas Company	Fire-Gas Bill	76.35
New Mexico Gas Company	Police-Gas Bill	55.95
New Mexico Gas Company	Parks-Gas Bill	20.40
New Mexico Gas Company	Senior Center-Gas Bill	55.18
New Mexico Gas Company	Vet Clinic-Gas Bill	37.37
New Mexico Gas Company	Museum-Gas Bill	113.96
New Mexico Gas Company	Harris City Center-Gas Bill	29.89
New Mexico Gas Company	Gen-Gas Bill	80.00
New Mexico Municipal League	Finance-J Williams- Registration City Manag	90.00
Office Max - A Boise Company	Finance-P1 om44001 omx Multipurpose Ream	380.00
P & D Petroleum, Inc	Police-Fuel	1,574.71
P & D Petroleum, Inc	Streets-Fuel	5,227.32
Peanut Kustom Paint and Body	Police-Hail Damage Repair Unit 18 & Chev Impala	7,752.55
Southland Builders	Police-Ceiling and Cabinet	780.00
Southland Builders	Police-Tax	53.63
Staples	Police-3 Pack Wall Files	159.92
Staples	Police-Tax	10.90

City of Lovington (New)
 Summary A/P Ledger
 From 12/1/2012 Through 12/31/2012

Staples	Police-Stapler	12.49
Staples	Police-Certificate Paper	17.99
Staples	Police-Pens	5.99
Staples	Police-Blacktoner for Fax	153.99
Staples	Police-Certificate Paper-	17.99
Staples	Finance-HP Pavillion Desktop Computer-Admin	379.90
Staples	Finance-MS Office Software-Administrative	199.99
SWAT, LLC	Vet Clinic-Hour of Labor work on Computer	80.11
Valentine Auto Service	Finance/CE-Blower Motor	51.30
Valentine Auto Service	Finance/CE-Blower Motor	175.54
Valentine Auto Service	Finance/CE-Supplies	1.54
Valentine Auto Service	Finance/Tax	3.63
Valentine Auto Service	Police-Labor Unit 4	213.75
Valentine Auto Service	Police-Parts	473.83
Valentine Auto Service	Police-Supplies	6.41
Valentine Auto Service	Police-Tax	15.14
Valentine Auto Service	Police-Labor on Unit 12	136.80
Valentine Auto Service	Police-Parts	34.45
Valentine Auto Service	Police-Sublet	4.10
Valentine Auto Service	Police-Tax	9.69
Valentine Auto Service	Police-Labor Unit 21	367.65
Valentine Auto Service	Police-Parts	494.76
Valentine Auto Service	Police-Supplies	11.03
Valentine Auto Service	Police-Tax	26.03
Valentine Auto Service	Police-Labor Unit 5	128.25
Valentine Auto Service	Police-Parts	51.66
Valentine Auto Service	Police-Supplies	3.85
Valentine Auto Service	Police-Tax	9.08
Visa Card Service	Finance- Loding-EMS Advisory Committee	102.68
Visa Card Service	Finance-Meals-EMS Advisory Committee	15.05

City of Lovington (New)
 Summary A/P Ledger
 From 12/1/2012 Through 12/31/2012

Visa Card Service	Finance-Meals-EMS Advisory Committee	20.00
Visa Card Service	Finance-Lodging @ Bishop's Lodge for Scott Gandy	109.52
Visa Card Service	Police-Meals/TapeIt	105.25
Visa Card Service	Police-Lodging Tape It	414.98
Visa Card Service	Finance-Meals Animal Control Assoc. Training	74.58
Visa Card Service	Finance-Lodging Animal Control Assoc. Training	463.30
Visa Card Service	Police-Nikon D 7000 Digital Slr Camera W/18-	1,296.95
Visa Card Service	Police-Sandisk Extreme	79.80
Visa Card Service	Police-Mini Maglite AA	503.58
Visa Card Service	Police-Ground Shipping	19.30
Visa Card Service	Police-10 Counter Top MR	104.00
Visa Card Service	Police-6 Counter Top ML	66.00
Visa Card Service	Police-10 Counter Top	104.00
Visa Card Service	Police-Miter Bolt Kit	4.98
Visa Card Service	Police-Counter End Caps	23.98
Visa Card Service	Police-96 Toe Kick Oak	16.00
Visa Card Service	Police-Base End Panel	54.85
Visa Card Service	Police-18 Drawers/Two	508.00
Visa Card Service	Police-End Panel Oak	42.00
Visa Card Service	Police-Paint Brush	2.54
Visa Card Service	Police-Gal Paint	33.98
Visa Card Service	Police-Gal Striper	26.98
Visa Card Service	Police-Gal Contact Cement	29.98
Visa Card Service	Police-Gal Paint	33.98
Visa Card Service	Police-Gal Paint	26.74
Visa Card Service	Police-Gal Kilz	16.98
Visa Card Service	Police-14-2 Copper Wire	24.67
Visa Card Service	Police-Metal Wht 700	6.97
Visa Card Service	Police-Anchor Kit	5.20

City of Lovington (New)
 Summary A/P Ledger
 From 12/1/2012 Through 12/31/2012

Visa Card Service	Police-Metal Elec Boxes	48.79
Visa Card Service	Police-18 Oak Cabinets	219.00
Visa Card Service	Police-Cabinet Locks	16.12
Visa Card Service	Police-Cam Locks	31.92
Visa Card Service	Police-Cabinet Locks	21.35
Visa Card Service	Police-Metal Wht 700 5'	35.05
Visa Card Service	Police-Power Grab Glue	22.85
Visa Card Service	Police-Gal Paint	33.98
Visa Card Service	Police-Paint Sponges 3Pk	9.97
Visa Card Service	Police-2 pk Paint Rollers	3.97
Visa Card Service	Police-Blue Hawk 3 Heavy	1.76
Visa Card Service	Police-9 Roller	1.98
Visa Card Service	Police - Supplies	488.08
Visa Card Service	Police-Meals Breakfast- Bryant,Macias,Odom,Clark, Bartlett,Row	120.97
Visa Card Service	Police-Rooms @ Albuq Marriott Pyramid FBI	486.00
Visa Card Service	Police-Tax	63.18
Visa Card Service	Police-1 1/2x3/8 Base Chair	277.20
Visa Card Service	Police-3 1/4x 5/8 Base	370.59
Visa Card Service	Police-Pack-Florescent	19.96
Visa Card Service	Police-35' Contractors	10.98
Visa Card Service	Police-Heavy Duty Adhesive 10.1oz Tubes	4.57
Visa Card Service	Police-3Pk Paint Brushes	7.98
Visa Card Service	Police-Glass Scraper	1.97
Visa Card Service	Police-100 Pack Razors	5.89
Visa Card Service	Police-Kilz Spray Can	32.62
Visa Card Service	Police-Spray Paint Can	14.91
Visa Card Service	Police-Spray Paint Can	4.97
Visa Card Service	Police-Spray Paint Can	4.97
Visa Card Service	Police-Wall Scraper	2.97
Visa Card Service	Police-Polyshade Stain	12.87
Visa Card Service	Police-Wide Scraper	2.98

From 12/1/2012 Through 12/31/2012

Visa Card Service	Police-1.41 Blue Painter	5.93
Visa Card Service	Police-3/4X 350 Mounting	10.30
Visa Card Service	Police-3M TEKK Med	3.98
	Double Sided Tape	
Visa Card Service	Police-20A Plugs	39.90
Visa Card Service	Police-Plug Wall Covers	3.90
Visa Card Service	Police-3x31 Oak Filler	8.96
Visa Card Service	Police 18 Double Draw	508.00
Visa Card Service	Police - Supplies	92.40
Visa Card Service	Cemetery-Awesome Auger	115.76
	w/Bulb Auger	
Windstream	General-Windstream	6,428.19
Windstream	EDC-Phone Bill	152.39
Windstream	Gen-Phone Bill for main	127.62
		<hr/>
	Total	<u>318,614.36</u>