

**REGULAR MEETING OF THE CITY COMMISSION
MONDAY, OCTOBER 10, 2016 @ 5:30 P.M.
CITY COMMISSION CHAMBERS, 214 S. LOVE STREET**

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

Present and answering roll call: Commissioner Gandy, Commissioner Trujillo, Commissioner Butcher, Commissioner Sanchez, and Mayor Campos

Also Present: City Manager James Williams, City Attorney Patrick McMahon, Deputy Chief of Police Geoff Herweg, Fire Chief Terrance Lizardo, Public Works Director Wyatt Duncan, Finance Director Gary Chapman, City Clerk Carol Ann Hogue, and Administrative Assistant Anna Juarez

Invocation: Commissioner Gandy gave the invocation.

Pledge of Allegiance: Commissioner Gandy led the pledge.

Approval of Agenda: Mayor Campos called for a motion. Commissioner Trujillo so moved to approve the agenda; Commissioner Sanchez seconded. Motion carried unanimously.

Approval of the Regular Meeting Minutes of September 26, 2016: Mayor Campos called for a motion. Commissioner Sanchez so moved to approve the regular meeting minutes of September 26, 2016; Commissioner Gandy seconded. Motion carried unanimously.

COMMISSIONER AND STAFF REPORTS:

- Commissioner Butcher stated at the Baseball League Field the storage shed is covered by the trees; City Manager Williams stated Recreation Supervisor Rubio has a working plan in motion to address issue.
- Mayor Campos asked about Avenue K and 6th issue with drainage; Public Works Director Duncan stated the drainage ditch on Avenue K down to Avenue J has a 1" poly line that is leaking and line will get replaced sometime this week.
- City Manager Williams updated Commissioners of:
 - Special Sessions update, information on transfer of distribution of tobacco settlement, local DWI grant fund is possibly pending funding reimbursement, and Capital project funds reverted \$632,000 funding.
 - Hold Harmless Gross Receipt Tax was omitted from the bill; at this time distribution is on schedule per ordinance.
 - Senate Bill 7 did pass concerning Fire Fund; grants are frozen at this time.
 - Senate Bill 8 concerns Capital Outlay deauthorized projects; City of Lovington projects were not on the list.

PUBLIC COMMENT:

No public comment was made.

NON-ACTION ITEMS:

Discussion of 2016 road assessments: City Manager Williams presented to Commissioners the summary of the 2016 Road Assessment Project and assessment summarizes estimated planning, design, and construction costs per district. City Manager Williams stated the overall cost to repair roads is \$62.2 million, but does not include routine maintenance cost; restricted funds and grants are being used for some construction projects for this fiscal year. City Manager Williams asked Commissioners to review assessment and ICIP plan to decide where to invest \$700,000 budgeted gas tax funds for road improvements.

ACTION ITEMS:

Consider Resolution 2016-94: Amendment of Fund Balance Reserve Policy: Mayor Campos called for a motion. Commissioner Trujillo so moved to consider Resolution 2016-94: Amendment of Fund Balance Reserve Policy; Commissioner Sanchez seconded. City Manager Williams stated last year City Commission had adopted a reserve policy which set a minimum of 40% for the General Fund Reserve, however, it has been determined that the Reserve Policy should be adjusted to a minimum of 35%. City Manager Williams stated Resolution will amend the existing fund balance policy to reflect the new minimum General Fund reserve; this will help with the anticipated year end shortfall of \$1.5 million in GRT. City Manager Williams will find out how other similar size municipalities compare to City of Lovington General Fund Reserve of 35%; Finance Director stated there is a required minimum of 1/12 of annual expenditures municipalities in New Mexico. There being no further discussion; motion carried unanimously.

Consider Resolution 2016-95: Approval of expenditure reduction measures: Mayor Campos called for a motion. Commissioner Trujillo so moved to consider Resolution 2016-95: Approval of expenditure reduction measures; Commissioner Butcher seconded. City Manager Williams explained to Commissioners of options to consider for the Resolution 2016-95 to implement expenditure reductions; the options do have the potential to effect vacant positions and the approval of the Section K exemption.

- Option A – no reductions implemented
- Option B – Section K Exemption for Patrol Division of LPD
- Option C – Section K Exemption for Patrol Division of LPD and Reallocation of Fire Department Position to Ambulance Fund
- Option D – Section K Exemption for Patrol Division of LPD, Reallocation of Fire Department Position to Ambulance Fund & Freeze of vacant Dispatcher Position
- Option E – Section K Exemption for Patrol Division of LPD, Reallocation of Fire Department Position to Ambulance Fund, Freeze of vacant Dispatcher position, and Freeze of one vacant Police patrol position

- Option F – Section K Exemption for Patrol Division of LPD, Reallocation of Fire Department Position to Ambulance Fund, Freeze of vacant Dispatcher Position, and Freeze of two vacant Police patrol position.

Commissioners and Staff discussed considering freeze on Youth Center position, competitive police wages with other municipalities, and vacant positions issues. Commissioner Trujillo so moved to amend his motion to consider Option D, Approval of expenditure reduction measures; Commissioner Butcher seconded. There being no further discussion, Mayor Campos called for a vote. Motion carried unanimously.

Consider Resolution 2016-96: Purchase of Real Property near the intersection of 17th and Avenue D for drainage and quality of life improvements: Mayor Campos called for a motion. Commissioner Sanchez so moved to consider Resolution 2016-96: Purchase of Real Property near the intersection of 17th and Avenue D for drainage and quality of life improvements; Commissioner Butcher seconded. City Manager Williams addressed Commissioners of the need for one acre drainage component for the 17th Street reconstruction project; after speaking with the engineers, City of Lovington has identified a 15.22 acre tract of land to purchase from Lea County Electric. This property is located on 17th Street, on the north side of the Lovington Inn. City Manager Williams stated the Capital Improvement Fund will be utilized to fund the project, which will have no impact to the General Fund; Sports Multi-Plex project is listed on the ICIP. Resolution 2016-96 will authorize the purchase of land based on the appraised value of \$132,000. There being no further discussion, Mayor Campos called for a vote. Motion carried unanimously.

Consider Resolution 2016-97: Approval of Street Closure Permit – Halloween on the Plaza October 31, 2016: Mayor Campos called for a motion. Commissioner Gandy so moved to consider Resolution 2016-97: Approval of Street Closure Permit – Halloween on the Plaza October 31, 2016; Commissioner Trujillo seconded. City Manager Williams informed Commissioners of Lovington MainStreet Halloween on the Plaza event temporary closure of a portion of Love Street and Central Avenue, on October 31, 2016. There being no further discussion, Mayor Campos called for a vote. Motion carried unanimously.

Consider Lodgers Tax Funding Recommendations: Mayor Campos called for a motion. Commissioner Butcher so moved to consider Lodgers Tax Funding Recommendation; Commissioner Sanchez seconded. City Manager Williams addressed Commissioners of approving the following 9 event funding recommendations from the Lodgers Tax Board meeting on September 27, 2016 for the fourth quarter:

Wildbunch Softball – 7 th Annual Wildbunch Fall	\$	2,420.79
Lovington Main Street – Halloween on the Plaza	\$	1,498.86
Lovington Main Street – Holiday Shop Local Campaign	\$	2,256.35
Farmers Market – Downtown Farmers Market	\$	4,007.86
Lea County Museum - #1 Agricultural Coop. Ext. Service	\$	844.89

Lea County Museum - #2 Agricultural Coop. Ext. Service	\$	776.20
Lea County Museum – Jeff Berg Lecture	\$	494.49
Lea County Museum – Halloween & Christmas at the Museum	\$	494.49
Lea County Museum – Sports Hall of Fame Induction	\$	1,119.65

TOTAL: **\$ 13,913.56**

City Manager Williams explained to Commissioners of the estimated funding available and remaining for the quarter. There being no further discussion, Mayor Campos called for a vote. Motion carried unanimously.

Consider Award of Cemetery Internment Services: Mayor Campos called for a motion. Commissioner Butcher so moved to consider Award of Cemetery Internment Services to D&T Backhoe, Inc; Commissioner Sanchez seconded. City Manager Williams stated only one bid was received on October 4, 2016 at 10:00 a.m. for Cemetery Interment Services for a 3 year contract from D&T Backhoe, Inc. The following prices for the following, including vault:

- Baby Interment: \$150.00
- Regular Interment: \$400.00
- Cremation Interment: \$150.00
- Indigent Interment: \$400.00
- Holiday: \$500.00 additional
- Exhumation and re-internment at same location: \$1,000.00

There being no further discussion, Mayor Campos called for a vote. Motion carried unanimously.

Consider Award of Street Department and Convenience Station fence: Mayor Campos called for a motion. Commissioner Trujillo so moved to consider Award of Street Department and Convenience Station fence; Commissioner Butcher seconded. Public Works Director Duncan stated staff prepared and advertised a request for sealed bids for the installation of a metal fence around the Street Yard and Convenience Station; on October 4, 2016 at 10:00 a.m. bids were opened, bids received were:

- All Rite Construction, Inc. - \$71,000.00
- Apache Construction Co, dba Valley Fence Company - \$90,279.00
- Enchantment Fences, LLC - \$122,267.00

Public Works Director stated construction company will be working on installation, labor, and concrete gutter weight at the bottom; some material is already bought from the previous fiscal year. Public Works Director stated there is not enough personnel to install the fence and the 220 feet of fencing will be installed in phases. Funding will be utilized from the Solid Waste Fund; expenses for this project will not have an impact on the General Fund. Commissioner Trujillo so moved to amend motion to accept All Rite Construction; Commissioner Sanchez so moved. There being no further discussion, Mayor Campos called for a vote. Motion carried unanimously.

Consider Approval of Accounts Payable: Mayor Campos called for a motion. Commissioner Sanchez so moved to approve the accounts payable; Commissioner Butcher second. There being no further discussion, Mayor Campos called for a vote. Motion carried unanimously.

ADJOURNMENT: There being no further business, Mayor Campos adjourned the meeting at 6:25 p.m.

APPROVED: _____
PAUL CAMPOS, MAYOR

ATTEST: _____
CAROL ANN HOGUE, CITY CLERK

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM



MEETING DATE: October 24, 2016

RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Quarterly Financial Report
DEPARTMENT: Finance
SUBMITTED BY: Gary Lee Chapman, Finance Director
DATE SUBMITTED: October 18, 2016

STAFF SUMMARY:

Staff have prepared the first quarter Financial Report of Fiscal year 2016-2017 (July - September 2016).

FISCAL IMPACT:

REVIEWED BY: Gary Lee Chapman
Finance Director

ATTACHMENTS:

1st Quarter Financial Report

RECOMMENDATION:

Information only.

Gary Lee Chapman
Department Head

James R. Williams
City Manager

Fund	Title	Category	Budget	YTD Actual	YTD Budget remaining	Percent Total Budget Used
101	General Fund	Salary & Benefits	6,360,374	1,468,327	4,892,047	23.09%
101	General Fund	Services & Supplies	2,616,107	516,578	2,099,529	19.75%
101	General Fund	Capital Outlay	537,000	4,845	532,155	0.90%
101	General Fund	Transfer Out	325,509	18,172	307,337	5.58%
101	General Fund	Total	9,838,990	2,007,922	7,831,068	20.41%
301	Cap Projects - Hold Harmless	Capital Outlay	689,167	120,541	568,626	17.49%
301	Cap Projects - Hold Harmless	Transfer Out	723,450	3,811	719,639	0.53%
301	Cap Projects - Hold Harmless	Total	1,412,617	124,353	1,288,265	8.80%
504	Solid Waste	Salary & Benefits	180,475	40,086	140,389	22.21%
504	Solid Waste	Services & Supplies	1,810,185	436,937	1,373,248	24.14%
504	Solid Waste	Total	1,990,660	477,022	1,513,638	23.96%
505	Water & WasteWater	Salary & Benefits	1,078,858	258,031	820,827	23.92%
505	Water & WasteWater	Services & Supplies	1,369,945	503,188	866,757	36.73%
505	Water & WasteWater	Capital Outlay	914,300	29,285	885,015	3.20%
505	Water & WasteWater	Debt Service	549,807	0	549,807	0.00%
505	Water & WasteWater	Total	3,912,910	790,504	3,122,406	20.20%
509	Ambulance	Salary & Benefits	363,540	66,715	296,825	18.35%
509	Ambulance	Services & Supplies	272,741	68,932	203,809	25.27%
509	Ambulance	Capital Outlay	216,003	22,703	193,300	10.51%
509	Ambulance	Total	852,284	158,349	693,935	18.58%
	All Other Funds	Salary & Benefits	379,210	88,146	291,064	23.24%
	All Other Funds	Services & Supplies	900,488	79,900	820,588	8.87%
	All Other Funds	Capital Outlay	1,924,475	80,000	1,844,475	4.16%
	All Other Funds	Debt Service	687,450	43,725	643,725	6.36%
	All Other Funds	Transfer Out	50,000	0	50,000	0.00%
	All Other Funds	Total	3,941,623	291,771	3,649,852	7.40%
Combined Total all Funds			21,949,084	3,849,922	18,099,162	17.54%

Fund	Account Title	Budget	YTD Actual	Projected Revenue for Fiscal Year	Projected Increase / Decrease for Fiscal Year	% Projected Revenue/ Revised Budget
101	General Fund	9,627,920	1,658,101	8,127,920	(1,500,000)	84.42%
201	Correction Fund	40,000	11,128	40,465	465	101.16%
206	Emergency Medical Services Grant	15,340	18,499	18,499	3,159	120.59%
209	Fire Protection Grant	81,746	83,636	83,636	1,890	102.31%
211	Law Enforcement Grant	34,400	34,400	34,400	0	100.00%
214	Lodger's Tax	56,000	24,021	56,083	83	100.15%
216	Municipal Street Gas Tax	708,339	45,722	668,000	(40,339)	94.31%
217	Special Recreation	68,610	15,010	68,610	0	100.00%
219	Sr Citz Multi Purpose Grant	500,417	62,474	500,417	0	100.00%
228	Lab Fees	1,500	330	1,500	0	100.00%
229	C.D.G.B.	550,000	0	0		
230	Judicial Education Fees	7,200	1,672	7,200	0	100.00%
231	Court Automation Fees	13,000	3,359	13,000	0	100.00%
233	Designated Franchise	61,000	16,043	64,172	3,172	105.20%
250	TIF - Downtown Improvements	0	26	102	102	
301	Capital Projects - Hold Harmless	1,446,875	152,978	1,234,000	(212,875)	85.29%
311	ECONOMIC DEVELOPMENT	577,800	84,715	503,000	(74,800)	87.05%
402	Debt Service - (HH)Revenue Bonds	687,450	0	687,450	0	100.00%
504	Solid Waste	1,936,800	458,620	1,965,516	28,716	101.48%
505	Water & WasteWater	3,092,496	723,974	3,102,746	10,250	100.33%
509	Ambulance	675,070	132,606	810,000	134,930	119.99%
Totals		20,181,963	3,527,314	17,986,717	(1,645,246)	89.12%

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM



MEETING DATE: October 24, 2016

RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: SRO MOU Amendment
DEPARTMENT: Police
SUBMITTED BY: David Rodriguez, Police Chief
DATE SUBMITTED: October 18, 2016

STAFF SUMMARY:

At the discretion of the Police Chief, staff would like to temporarily assign the SRO to Taylor Middle School. Although the MOU between the City and the School does not specifically indicate the SRO assignment (with the exception of the location of the office), staff are recommending an amendment to the MOU to identify where the SRO may be assigned.

FISCAL IMPACT:

REVIEWED BY: Gary Lee Chapman
Finance Director

ATTACHMENTS:

Amendment No. 2 Draft
Original Agreement with Amendment No. 1

RECOMMENDATION:

Discussion only.

Department Head

James R. Williams
City Manager

AMENDMENT NO. 2

SRO MEMORANDUM OF UNDERSTANDING

The Commission of the City of Lovington, herein called "City" and the Board of Education of the Lovington Municipal Schools, located in Lovington, New Mexico, herein called "Board", agree to the following Amendment to Section 8.0, part A of the attached SRO Memorandum and that bolded language below will be added to Section 8.0, part A in the MOU.

8.0 DUTIES AND RESPONSIBILITIES

A. SRO. The responsibilities of the SRO will include but are not limited to:

16. The SRO's primary duty assignment will be at the Lovington High School. The Chief of Police may temporarily assign the SRO to other school sites as deemed appropriate after consultation with the Administration of the Lovington Public Schools.

Paul Campos, Mayor

Date

Carol Ann Hogue, City Clerk

Date

Dymorie Maker, LMS Board President

Date

Mara Salcido Alcantar, LMS Board Secretary

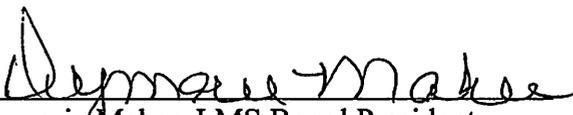
Date

AMENDMENT TO SRO MEMORANDUM OF UNDERSTANDING

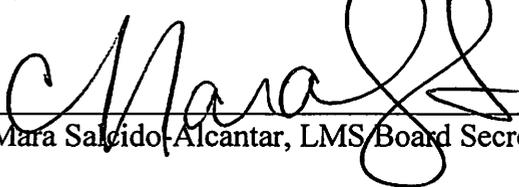
The Board of Education of the Lovington Municipal Schools, located in Lovington, New Mexico, herein called "Board", and City of Lovington, herein called "City", agree to the following Amendment to Section 11 of the attached SRO Memorandum and that bolded language below will replace the current Section 11 in the MOU. The parties further agree that the amendment will apply retroactively to the date of original execution of the MOU.

11.0 Legal Claims

For any claims arising out of this agreement by third parties, the LMS Board and City of Lovington will each be responsible for their own negligent acts or omissions.


Dymorie Maker, LMS Board President

5/12/15
Date


Mara Salcido-Alcantar, LMS Board Secretary

5/12/15
Date


Authorized Representative of the
City of Lovington

5/26/2015
Date

THIS MEMORANDUM OF UNDERSTANDING is made this 14th day of October 2014, between the City of Lovington, a municipal corporation, hereinafter known as "City", and the Lovington Municipal School District Board of Education, hereinafter known as "District".

1.0 PURPOSE

The memorandum of understanding (hereinafter "MOU") formalizes the relationship between the participating entities in order to foster an efficient and cohesive program that will build a positive relationship between law enforcement and the District, with the goal of reducing crime committed by juveniles and young adults. This MOU delineates the mission, organizational structure, and procedures of the School Resource Officer Program (hereinafter the "SRO Program") as a joint cooperative effort between the City and District. The success of this program relies upon the effective communication between all involved employees, the principal of each individual school, and other key staff members of each organization.

2.0 TERM

The term of this MOU shall begin on November 1, 2014 and end on October 31, 2019 unless terminated earlier, as provided herein. The parties may renew this MOU only by separate written agreement or addendum hereto, which must be executed by both parties.

3.0 COMPENSATION

Subject to the terms and conditions set forth below, the District covenants and agrees to pay to the City the below listed amounts per fiscal year for the SRO Program upon the completion of services for the listed year:

FY 2014 – 2015:	\$30,172.87
FY 2015 – 2016:	\$41,907.90
FY 2016 – 2017:	\$41,907.90
FY 2017 – 2018:	\$41,907.90
FY 2018 – 2019:	\$41,907.90

4.0 PAYMENT

Payment to the City for the SRO Program shall be due quarterly. At the end of each quarter, the City shall submit an invoice to the District for the amount due.

5.0 MISSION, GOALS, OBJECTIVES

The mission of the SRO Program is the reduction and prevention of school related violence and crime committed by juveniles and young adults. The SRO Program aims to create and maintain safe, secure, and orderly learning environments for students, teachers, and staff. This is accomplished by assigning a Law Enforcement Officer employed by the City (hereinafter referred to as "SRO") to District facilities on a permanent basis.

Goals and objectives are designed to develop and enhance rapport between youth, police officers, school administrators, and parents. Goals of the SRO program include:

1. Reduce incidents of school violence.
2. Maintaining a safe and secure environment on school grounds.
3. Reduction of criminal offenses committed by juveniles and young adults.
4. Establish a rapport between the SRO and the student population.
5. Establish a rapport between the SRO and parents, faculty, staff, and administrators.

Moreover, the SRO will establish a trusting channel of communication with students, parents, and teachers. The SRO will serve as a positive role model to instill in students good moral standards, good judgment and discretion, respect for other students, and a sincere concern for the school community. The SRO will promote citizen awareness of the law to enable students to become better informed and effective citizens, while empowering students with the knowledge of law-enforcement efforts and obligations regarding enforcement as well as consequences for violation of law. The SRO can serve as a source of counseling for students and parents concerning problems they face as well as providing information on community resources available to them.

6.0 ORGANIZATIONAL STRUCTURE

- A. Composition. The Lovington Police Department shall assign one (1) full-time law enforcement officer to serve as SRO. The City shall retain the exclusive right to exercise the customary functions of management. The SRO will be certified by the State of New Mexico and meet all requirements as set forth by the New Mexico Department of Public Safety Standards and Training.

- B. Supervision. The day-to-day operation and administrative control of the SRO Program will be the responsibility of the Police Department. Responsibility for the conduct of the SRO, both personally and professionally, in collaboration with the site administrator, shall remain solely with the Lovington Police Department. The SRO is employed and retained by the City, and in no event will be considered an employee of the District.

7.0 PROCEDURES

- A. Selection. The SRO position will be filled per Police Department directives and selection process. The City will make the final selection of any SRO vacancy, however, input will be solicited from the District.
- B. SRO Program Structure. The SRO Program shall utilize the SRO Triad concept as set forth by NASRO (National Association of School Resource Officers), which is attached hereto and incorporated herein by reference.

Under this framework, the SRO is first and foremost a law enforcement officer for the providing law enforcement agency. The SRO shall be responsible for carrying out all duties and responsibilities of a law enforcement officer and shall remain at all times under the control, through the chain of command, of the Lovington Police Department. All acts of commission or omission shall conform to the guidelines of the Police Department. School officials should ensure that non-criminal student disciplinary matters remain the responsibility of school staff and not the SRO. Enforcement of the code of student conduct is the responsibility of teachers and administrators. The SRO shall refrain from being involved in the enforcement of disciplinary rules that do not constitute violations of law, except to support staff in maintaining a safe school environment.

The SRO is not a formal counselor or educator, and will not act as such. However, the SRO may be used as resource to assist students, faculty, staff, and all persons involved with the school. The SRO can be utilized to help instruct students and staff on a variety of subjects, ranging from alcohol and drug education to formalized academic classes. The SRO may use these opportunities to build rapport between the students and staff. The City recognizes, however, that the District shall maintain full, final, and plenary authority over curriculum and instruction in the school district, including the instruction of individual students. The parties recognize and agree that classroom instruction is responsibility of the classroom teacher, not the City or its employees, and the City and its employees shall not attempt to control, influence, or interfere with any aspect of the school curriculum or classroom instruction except in emergency situations.

8.0 DUTIES AND RESPONSIBILITIES

- A. SRO. The responsibilities of the SRO will include but are not limited to:
1. Enforce criminal law to protect students, staff, and public at large against criminal activity. The SRO shall follow the chain of command as set forth in the policies and procedures manual of the Lovington Police Department. School authorities and the parents of any child involved shall be notified as quickly as possible when the SRO takes any direct law enforcement action involving a student, on-campus or off-campus, during school hours.
 2. Complete reports and investigate crimes committed on campus.
 3. Coordinate, whenever practical, investigative procedures between law enforcement and school administrators. The SRO shall abide by all applicable legal requirements concerning interviews for searches should it become necessary to conduct formal law enforcement interviews or searches with students or staff on property or school functions under the jurisdiction of the Lovington Police Department. The SRO will not be involved in searches conducted by school personnel unless a criminal act is involved or unless school personnel require the assistance of the SRO because of exigent circumstances, such as the need for safety or to prevent flight. Formal investigations and arrests by law enforcement officials will be conducted in accordance with applicable legal requirements.
 4. Take appropriate enforcement action on criminal matters as necessary. The SRO shall, whenever practical, advise the principal before requesting additional enforcement assistance on campus and inform the principal of any additional law enforcement responsibilities that may need to be undertaken.
 5. The SRO will wear the Lovington Police Department issued uniform with all normal accessories and equipment, including a taser and firearm.
 6. Confirm with the principal to develop plans and strategies to prevent and/or minimize dangerous situations on or near the campus or involving students at school related activities.
 7. Comply with all laws, regulations, and school board policies applicable to employees of the District, including but not limited to laws, regulations, and policies regarding access to confidential student records and or the detention, investigation, and searching of students on school premises,

provided the SRO shall under no circumstances be required or expected to act in a manner inconsistent with their duties as law enforcement officers. The use of confidential school records by the SRO shall be done only with the principal's approval and as allowed under the Family Educational Rights and Privacy Act (FERPA). Any existing rights or benefits personnel assigned under this agreement shall not be abridged, and remain in full effect.

8. Provide information concerning questions about law enforcement topics to students and staff.
 9. Develop expertise in presenting various subjects, particularly in meeting federal and state mandates and drug/alcohol abuse prevention and education, and provide these presentations at the request of the school personnel in accordance with the established curriculum.
 10. Prepare lesson plans necessary for approved classroom instruction.
 11. The SRO shall attend varsity football and basketball games. Other school special events outside of the normal workweek will require prior approval by the Chief of Police.
 12. Attend law enforcement agency in-service training as required. Reasonable attempts will be made to schedule such training to minimize his/her absence from school on an instructional day.
 13. Attend meetings of parent and faculty groups to solicit their support and understanding of the school resource program and to promote awareness of law-enforcement functions.
 14. The SRO will be familiar with all community agencies offering assistance to youth and their families such as mental health clinics, drug treatment centers, etc., and may make referrals when appropriate.
 15. It is the responsibility of the SRO to report schedule conflicts to the District.
- B. District. The responsibility of the District will include but is not limited to:
1. The District shall provide the SRO with a private, appropriately furnished and climate controlled office space at the high school that can be secured and is reasonably acceptable to the Police Department. This shall include but is not limited to a desk with drawers, chair, filing cabinets for files and other records which can be properly locked and secured, telephone, and

a computer (if we supply the computer, we would need access to the network or Wi-Fi.)

2. Reasonable opportunity to address students, teachers, school administrators, and parents about the SRO program, goals, and objectives. Administrators shall seek input from the SRO regarding criminal justice problems relating to students and site security issues.
3. When school personnel discover weapons, drugs, alcohol, or the illegal contraband on school property, the SRO shall be notified as soon as reasonably possible. If no juvenile or criminal charges are to be filed and no administrative action is to be taken by the school or District, the contraband shall be confiscated by the SRO according to Police Department policy and properly disposed of.
4. School personnel shall timely notify the SRO with the names of specific individuals who are not allowed on school property, and shall notify the SRO of any anticipated parental problems resulting from disciplinary action taken against a student.
5. Work cooperatively with the police department to make any needed adjustments to the SRO program throughout the year.
6. Provide the Police Department with updated copies of all laws, rules, regulations, and school board policies applicable to employees of the District, including but not limited to laws, rules, regulations and policies regarding access to confidential student records and/or the detention, investigation, and searching of students on school premises.
7. Provide the SRO with equipment required to access the school wireless communication system.

9.0 ENFORCEMENT

Although the SRO has been placed in a formal educational environment, he/he are not relieved of the official duties as a law enforcement officer. The SRO shall intervene when it is necessary to prevent any criminal act or maintain a safe school environment. Citations shall be issued and arrests made when appropriate and in accordance with New Mexico law and department policy. The SRO and the Lovington Police Department will have a final decision on whether criminal charges shall be filed.

The Lovington Police Department will reserve the right to temporarily remove the SRO in the event that additional officers are needed during a critical incident or natural disaster.

10.0 TERMINATION

This agreement may be terminated by either party, with or without cause, upon thirty (30) days written notice to the other party. Where the agreement is terminated before the end of the fiscal year and regardless of which party terminates the agreement, the District will pay a proportional portion of the District's payment for that year's contract service by the SRO. Furthermore, any equipment purchased by or provided by the District pursuant to this agreement will be returned to the District. Neither party will have any financial obligation or contractual liability for termination outside of compensation for services rendered through the final date of services provided.

11.0 Legal Claims

The District shall indemnify, defend, and hold harmless the City, its employees, agents, officers and officials from any and all claims, demands, losses, causes of action, costs, expenses, and liability of any nature whatsoever, including court costs, attorney's fees, and any expenses incurred in enforcing this provision, which may result from, arise out of, be related to, or in any way be connected with the City of Lovington providing the SRO Program to the District; provided, however, that nothing shall be construed to require or obligate the District to indemnify the City of Lovington against or hold the City harmless from the City's own negligent acts or omissions.

12.0 GOVERNING LAWS AND PROVISIONS

This Agreement shall be governed by the laws of the State of New Mexico. Jurisdiction and venue relating to any litigation or dispute arising out of this Agreement shall be in the District Court of Lea County, New Mexico, only. If any part of this contract shall be deemed in violation of the laws or Constitution of New Mexico, only such part thereof shall be thereby invalidated, and all other parts hereof shall remain valid and enforceable.

If any party is found by a court to have breached this Agreement, the breaching party agrees to pay all reasonable costs, attorney's fees and expenses that shall be made or incurred by another party in enforcing any covenant or provision of this Agreement, including the expenses of in house counsel.

13.0 NOTICE

All notices to be given with respect to this agreement shall be given in writing. Each notice shall be sent either by certified mail, postage prepaid, and return receipt requested to the party to be notified, or by personal delivery at the address set forth herein or at such other address as either party may from time to time designate in writing.

City of Lovington
Chief of Police
214 S. Love
Lovington, NM 88260

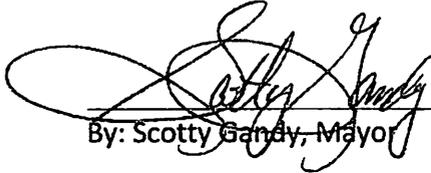
Lovington Municipal School District
Superintendent
18 W. Washington
Lovington, NM 88260

14.0 ENTIRE AGREEMENT

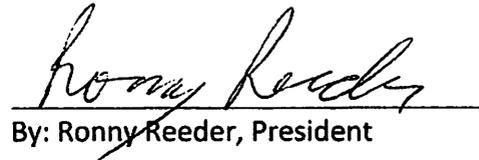
The foregoing constitutes the entire agreement between the parties hereto and may be modified only in writing by the parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this agreement the day and year first written above.

City of Lovington

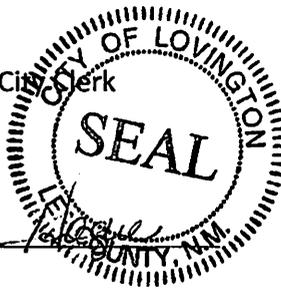

By: Scotty Gandy, Mayor

Lovington Municipal School District


By: Ronny Reeder, President

ATTEST: Lovington City Clerk

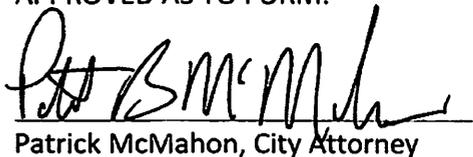

Carol Ann Hogue



ATTEST: Board Secretary


Zac Zimmerman, Secretary

APPROVED AS TO FORM:


Patrick McMahon, City Attorney

_____, Attorney

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM



MEETING DATE: October 24, 2016

RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Discussion of 2016-2017 Road Improvements
DEPARTMENT: Executive
SUBMITTED BY: James R. Williams, City Manager
DATE SUBMITTED: October 18, 2016

STAFF SUMMARY:

Staff would like to review the provided road assessments and discuss possible projects to start this fiscal year.

FISCAL IMPACT:

REVIEWED BY: _____
Finance Director

ATTACHMENTS:

RECOMMENDATION:

Information only.

Department Head

James R. Williams

City Manager

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM



MEETING DATE: October 24, 2016

RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Fiscal Year 2017 Budget Adjustments
DEPARTMENT: Finance Department
SUBMITTED BY: Gary Lee Chapman, Finance Director
DATE SUBMITTED: October 24, 2016

STAFF SUMMARY:

We have begun allocating Health Insurance and Retirement expenses to each department in compliance with audit requirements. Therefore, we need to reallocate the budget for these expense to the affected departments.

We have two items that were planned last fiscal year, but not completed; an MOU to assist the County with \$400,000 for the Judicial Complex and fencing around the Convenience Station for \$75,000 that we need to add to our Fiscal Year 2017 budget.

FISCAL IMPACT:

REVIEWED BY: Gary Lee Chapman
Finance Director

An increased of \$400,000 general fund expenses for MOU with the County; and
An increase of \$75,000 solid Waste fund expense for Convenience Center fencing.

ATTACHMENTS:

Schedule of Budget Adjustments
Resolution 2016-98

RECOMMENDATION:

Approve by Resolution.

Gary Lee Chapman
Department Head

James R. Williams
City Manager

Department of Finance and Administration
Local Government Division
Financial Management Bureau
SCHEDULE OF BUDGET ADJUSTMENTS

REVISED 12/08/06

ENTITY NAME: City of Lovington
FISCAL YEAR: Fiscal Year 2016-2017
DFA Resolution Number: _____

For Local Government Division use only:

(A) ENTITY RESOLUTION NUMBER	(B) FUND	(C) REVENUE EXPENDITURE TRANSFER (TO or FROM)	(D) APPROVED BUDGET	(E) ADJUSTMENT	(F) ADJUSTED BUDGET	(G) PURPOSE
2016-98	101	42030-1210	\$95,887	(\$70,167)	\$25,720	To reallocate Retirement Budgets by Department
2016-98	101	12031-1953	\$166,631	(\$15,000)	\$151,631	To reallocate Retirement Budgets by Department
2016-98	101	42032-2000	\$196,099	(\$20,699)	\$175,400	To reallocate Retirement Budgets by Department
2016-98	101	42030-1010	\$0	\$2,106	\$2,106	To reallocate Retirement Budgets by Department
2016-98	101	42030-1012	\$0	\$6,569	\$6,569	To reallocate Retirement Budgets by Department
2016-98	101	42030-1400	\$0	\$5,246	\$5,246	To reallocate Retirement Budgets by Department
2016-98	101	42030-1401	\$0	\$1,906	\$1,906	To reallocate Retirement Budgets by Department
2016-98	101	42030-1620	\$0	\$4,813	\$4,813	To reallocate Retirement Budgets by Department
2016-98	101	42030-1640	\$0	\$3,403	\$3,403	To reallocate Retirement Budgets by Department
2016-98	101	42030-2100	\$0	\$1,322	\$1,322	To reallocate Retirement Budgets by Department
2016-98	101	42030-2160	\$0	\$12,085	\$12,085	To reallocate Retirement Budgets by Department
2016-98	101	42033-0200	\$0	\$4,618	\$4,618	To reallocate Retirement Budgets by Department
2016-98	101	42033-1000	\$0	\$5,293	\$5,293	To reallocate Retirement Budgets by Department
2016-98	101	42033-1209	\$0	\$6,198	\$6,198	To reallocate Retirement Budgets by Department
2016-98	101	42033-1210	\$0	\$5,907	\$5,907	To reallocate Retirement Budgets by Department
2016-98	101	42033-1220	\$0	\$3,075	\$3,075	To reallocate Retirement Budgets by Department
2016-98	101	42033-1400	\$0	\$5,010	\$5,010	To reallocate Retirement Budgets by Department
2016-98	101	42033-1401	\$0	\$1,776	\$1,776	To reallocate Retirement Budgets by Department
2016-98	101	42033-1620	\$0	\$4,216	\$4,216	To reallocate Retirement Budgets by Department
2016-98	101	42033-1640	\$0	\$1,909	\$1,909	To reallocate Retirement Budgets by Department
2016-98	101	42033-2100	\$0	\$426	\$426	To reallocate Retirement Budgets by Department
2016-98	101	42033-2160	\$0	\$6,823	\$6,823	To reallocate Retirement Budgets by Department
2016-98	101	42030-1953	\$0	\$15,000	\$15,000	To reallocate Retirement Budgets by Department
					\$0	To reallocate Retirement Budgets by Department
					\$0	To reallocate Retirement Budgets by Department
					\$0	To reallocate Retirement Budgets by Department
					\$0	
					\$0	
					\$0	
					\$0	
					\$0	
					\$0	

ATTEST: _____
Title (Date)

Mayor/Board Chairman (Date)

**RESOLUTION OF THE CITY OF LOVINGTON
LEA COUNTY, NEW MEXICO**

RESOLUTION 2016-98

WHEREAS, THE City Commission of the City of Lovington meeting in regular session on October 24, 2016 did propose to make certain transfer(s); and

WHEREAS, the City Commission does ask that authorization for the following **BUDGETARY INCREASES** be granted:

<u>FUND / AND OR LINE ITEM INVOLVED</u>	<u>TO</u>	<u>FROM</u>
-----------------------------------------	-----------	-------------

SEE ATTACHED LISTING

WHEREAS, the reason for the above transfers are:

Due to an increase in revenues, unanticipated expenses with cash on hand, and Grant funds received/not received.

NOW, THEREFORE, it is respectfully requested that authorization to make the above transfers be granted by the Local Government Division of the Department of Finance and Administration.

DONE THIS 24th DAY OF OCTOBER, 2016.

PAUL CAMPOS, MAYOR

ATTEST:

CAROL ANN HOGUE, CITY CLERK

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM



MEETING DATE: October 24, 2016

RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Street and alley vacation
DEPARTMENT: Planning and Zoning
SUBMITTED BY: Crystal R Ball, CFM
DATE SUBMITTED: October 18, 2016

STAFF SUMMARY:

Lea County is requesting the vacation of a portion of N. East Street and two adjacent alleys from the City of Lovington.

Lea County is currently in the process of building the new Judicial Complex in this 2 block area.

This item was recommended for approval by the Planning and Zoning Commission.

Utility relocations will be a joint effort between the City and County, as identified in the attachments.

Should Commission approve, a Resolution has been prepared.

FISCAL IMPACT:

REVIEWED BY: Gary Lee Chapman
Finance Director

ATTACHMENTS:

Resolution approving vacations
Vacation Plat
Utility relocation plan and responsibilities

RECOMMENDATION:

Motion to approve Resolution. Please request Resolution number when making motion.

Crystal R Ball, CFM

Department Head

James R. Williams

City Manager

**RESOLUTION OF THE CITY OF LOVINGTON
LEA COUNTY, NEW MEXICO**

RESOLUTION 2016-_____

**A RESOLUTION VACATING A PORTION OF NORTH EAST STREET AND TWO ADJACENT ALLEY
WAYS**

WHEREAS, Lea County has planned and designed the new judicial complex to be built on property located in downtown Lovington; and

WHEREAS, the design of the complex will require closure and vacation of East Street between East Washington and East Central as well as the adjacent alleys located to the west and east of the vacated portion of East Street as identified on the attached Vacation Plat; and

WHEREAS, the identified alley's and street are no longer needed for municipal purposes; and

WHEREAS, municipal utilities that were located in the identified alley's will be rerouted in a joint effort between the City and Lea County; and

WHEREAS, the vacation of the identified street and alleys was recommended by the Lovington Planning and Zoning Commission at the October 11, 2016 meeting.

NOW, THEREFORE, BE IT RESOLVED, by the Lovington City Commission that the portion of East Street and Alleys in the Original Lovington Addition, Block 9 and East Addition, Block 22 of the City of Lovington, Lea County, New Mexico are vacated as specified in the Vacation Plat, attached hereto for reference.

DONE THIS 24TH DAY OF OCTOBER, 2016 at

City of Lovington
New Mexico

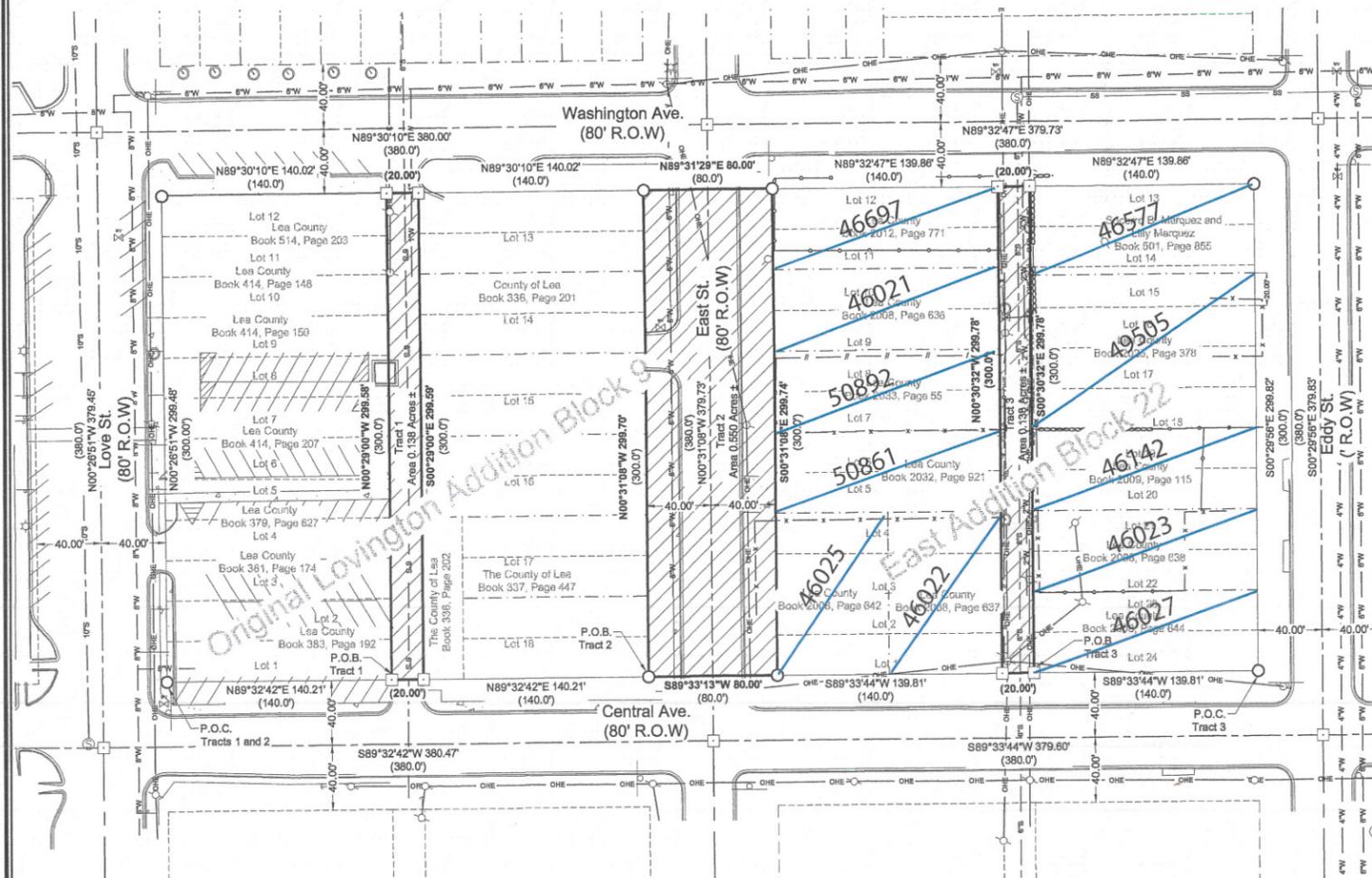
Paul Campos, Mayor

ATTEST:

Carol Ann Hogue, City Clerk

VACATION PLAT

A PORTION OF EAST STREET AND ALLEYS IN
ORIGINAL LOVINGTON ADDITION, BLOCK 9 AND EAST ADDITION, BLOCK 22,



BASIS OF BEARING

The basis of bearing for this survey is Grid North based on the New Mexico State Plane Coordinate System, East Zone, as determined by GPS/GNSS observations. Ground coordinates are modified by scaling about a control point located at N32°56'56.65781", W103°20'50.68163" by a combined scale factor of 0.9998311147. True north can be obtained by applying a convergence angle of 0°32'12" at the Point of Beginning

**CERTIFICATE OF APPROVAL
CITY COMMISSION**

I, Carol Ann Hogue, the duly appointed and acting City Clerk of the City of Lovington, Lea County, New Mexico, do hereby certify that the foregoing plat in Lea County, New Mexico, was approved by the Commission of the City of Lovington by Resolution No. _____ on the _____ day of _____ 20____.

Carol Ann Hogue

**ACKNOWLEDGMENT
State of New Mexico:
County of Lea:**

On this _____ day of _____ 20____ before me, _____ to me known to be the persons described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

Witness my hand and official seal the day and year last above written.

My Commission Expires: _____

Notary Public

NOTE

Public utilities shown hereon are located based on above ground visible evidence, and plans/maps provided by City of Lovington. Underground utilities may exist that are not known to the surveyor and that are not shown hereon.



VICINITY MAP
N.T.S.

VACATION DESCRIPTION OF TRACT 1

A tract of land located in the SW1/4 of Section 3, T16S, R36E, N.M.P.M., Lea County, New Mexico and being more particularly described by metes and bounds as follows:

Commencing at a set 5/8" rebar with red plastic cap marked "HICKS NMPS 12348", being used as the southwest corner of Original Lovington Addition Block 9, thence N89°32'42"E 140.21 feet along the north right of way line of Central Avenue to a calculated point for the Point of Beginning; thence N00°29'00"W 299.58 feet to a calculated point; thence N89°30'10"E along the south right of way line of Washington Avenue, 20.00 feet to a calculated point; thence S00°29'00"E 299.59 feet to a calculated point; thence S89°32'42"W 20.00 feet along the north right of way line of Central Avenue to a Point of Beginning.

Containing 0.138 acres, more or less.

VACATION DESCRIPTION OF TRACT 2

A tract of land located in the SW1/4 of Section 3, T16S, R36E, N.M.P.M., Lea County, New Mexico and being more particularly described by metes and bounds as follows:

Commencing at a set 5/8" rebar with red plastic cap marked "HICKS NMPS 12348", being used as the southwest corner of Original Lovington Addition Block 9, thence N89°32'42"E along the north right of way line of Central Avenue, 300.42 feet to a set 5/8" rebar with red plastic cap marked "HICKS NMPS 12348" for the Point of Beginning; thence N00°31'08"W 299.70 feet to a set 5/8" rebar with red plastic cap marked "HICKS NMPS 12348"; thence N89°31'29"E along the south right of way line of Washington Avenue, 80.00 feet to a set 5/8" rebar with red plastic cap marked "HICKS NMPS 12348"; thence S00°31'08"E 299.74 feet to a set 5/8" rebar with red plastic cap marked "HICKS NMPS 12348"; thence S89°33'13"W 80.00 feet along the north right of way line of Central Avenue to a Point of Beginning.

Containing 0.550 acres, more or less.

VACATION DESCRIPTION OF TRACT 3

A tract of land located in the SW1/4 of Section 3, T16S, R36E, N.M.P.M., Lea County, New Mexico and being more particularly described by metes and bounds as follows:

Commencing at a set 5/8" rebar with red plastic cap marked "HICKS NMPS 12348", being used as the southeast corner of East Addition Block 22, thence S89°33'44"W along the north right of way line of Central Avenue, 139.81 feet to a calculated point for the Point of Beginning; thence S89°33'44"W 20.00 feet along the north right of way line of Central Avenue to a calculated point; thence N00°30'32"W 299.78 feet to a calculated point; thence N89°32'47"E along the south right of way line of Washington Avenue, 20.00 feet to a calculated point; thence S00°30'32"E 299.78 feet to a Point of Beginning.

CERTIFICATE OF SURVEY

I, William M. Hicks, III New Mexico Professional Surveyor, hereby certify that this Vacation Plat was prepared from an actual ground survey performed by me or under my supervision, that this survey is true and correct to the best of my knowledge and belief. That this Vacation Plat and the field survey upon which it is based meet the Minimum Standards for Surveying in New Mexico.

William M. Hicks, III
William M. Hicks, III NMPS #12348
7-20-2016
Date

LEGEND

●	Found as noted	○	Gas meter
○	Set 5/8" rebar with red plastic cap marked "HICKS NMPS 12348"	☼	Tree
□	Calculated point	—	Center line
⊞	Handicap parking space	—	Building line
⊞	Hydrant	—	Property line
⊞	Light pole	—	Chainlink fence
⊞	Power pole	—	Barbed wire fence
⊞	Sanitary sewer manhole	—	Cinder block fence
⊞	Sign	—	Wood picket fence
⊞	Water meter	—	Water line
⊞	Water valve	—	6" Clay tile sanitary sewer line
⊞	Gas valve	—	10" Clay tile sanitary sewer line
⊞	Guy wire	—	Overhead electric line
		—	Sanitary sewer line
		—	Easement
		—	Measured bearing and distance
		—	Record bearing and distance



**PETTIGREW
& ASSOCIATES PA**
ENGINEERING | SURVEYING | TESTING
DEFINING QUALITY SINCE 1965
100 E. Navajo - Suite 100, Hobbs New Mexico 88240
T 575 393 9827 F 575 393 1543
Pettigrew.us

PROJECT SURVEYOR: M. Kneeland
DRAWN BY: D. Trevizo



**INDEXING INFORMATION
FOR COUNTY CLERK**

OWNER:
Lea County, et al.

LOCATION:
Located in the SW1/4 of Section 3, T16S,
R36E, N.M.P.M., City of Lovington, Lea
County, New Mexico.

REVISIONS

No.	DATE	DESCRIPTION

State of New Mexico, County of _____
I here by certify that this instrument was filed for
record on:

The _____ Day of _____,
20____ A.D.
At _____ O'Clock _____ M.
Cabinet _____ Slide _____
Book _____ Page _____
By _____
County Clerk
By _____
Deputy

**VACATION PLAT
OF
A PORTION OF EAST STREET & ALLEYS
IN ORIGINAL LOVINGTON ADDITION,
BLOCK 9 & EAST ADDITION, BLOCK 22
FOR
LEA COUNTY**

PROJECT NUMBER:
2016.1035

SHEET: 1 of 1
SU - 101



City of Lovington

214 S. Love St.
PO Box 1268
Lovington, NM 88260

Bus: 575-396-2884
Fax: 575-396-6328
cball@lovington.org

February 10, 2016

Erich Francke, Facilities Director
Lea County
100 N. Main St.
Lovington, NM 88260

Mr. Francke,

The City of Lovington has reviewed the area of Block 9 of the Original Lovington Subdivision and Block 22 of the East Addition Subdivision to the City of Lovington in regards to your request of utility relocations to accommodate construction of the new Judicial Complex. Below you will find the description of the relocation and/or re-route of public water and sewer utilities should permanent structure be built on or across the alley easements located on each of the identified blocks. Furthermore, we have provided what the City has already agreed to perform and provide as well as what would be the responsibility of the County.

City Responsibility

- Installation of three (3) new manholes at the following locations
 - Intersection of Love Street and Washington Avenue
 - At the alley (within the road right of way) on Washington Avenue between Love Street and East Street
 - At the alley (within the road right of way) on Central Avenue between Love Street and East Street
- The installation of the three manholes will facilitate the isolation of the sewer line that exists in the alley easement located on Block 9, Original Lovington Subdivision. Once isolated, the line would no longer be in use. Removal of the isolated line would be at the discretion of Lea County.
- Installation of 6" sewer main from the new manhole located at the alley on Washington Street between Love Street and East Street to the new manhole located at the intersection of Love Street and Washing Avenue.
- The 1" or 2" water line located in the alley easement on Block 9 will be isolated. Once isolated, the line would no longer be in use. Removal of the isolated line would be at the discretion of Lea County.
- The City will vacate the alley easement located on Block 9, Original Lovington Subdivision.

- Any removal or disturbance of asphalt or surfaces within public right of ways created by the work performed by the City on the above items will require restoration of the site. Please note that the City has already planned for the repair of Washington Avenue from East Street to Love Street.

County Responsibility

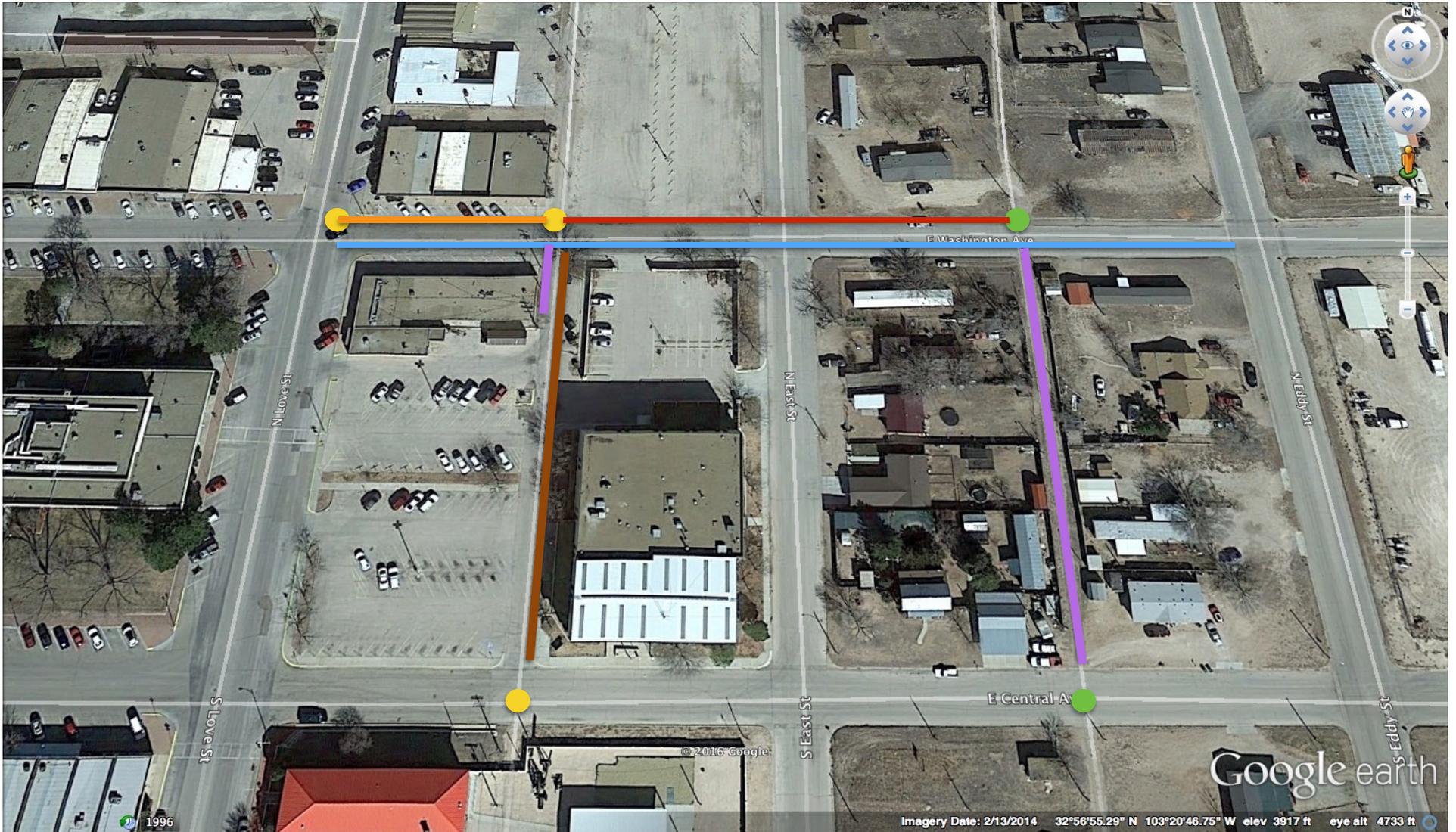
- Installation of two (2) new manholes at the following locations
 - At the alley (within the road right of way) on Washington Avenue between East Street and Eddy Street
 - At the alley (within the road right of way) on Central Avenue between East Street and Eddy Street
 - Installation of 6" sewer main from the new manhole on Washington Avenue between East Street and Eddy Street to the new manhole located at the alley (on Washington Avenue between Love Street and East Street)
- Isolation of 2" water line in the alley of Block 22, between Washington Avenue and Central Avenue.
- Removal of isolated water or sewer lines located within the alley easements noted in this document if the County determines the need for removal.
- Request the vacation of the alley located on Block 22, East Addition to the City of Lovington. This will have to go through the City Planning and Zoning process.
- Any removal or disturbance of asphalt or surfaces within public right of ways created by the work performed by the County on the above items will require restoration of the site.

Please note that this document does not include any other utilities (gas, electric, phone, etc.) that are present and allowed to use public right of ways by franchise agreement. The City will not be responsibly for any costs associated with the movement of any of these utilities in either the alley of Block 9 or Block 22, regardless if the City vacates a right of way or easement.

We have attached a map of the area for reference that shows existing utilities and possible relocations. In addition, City staff will continue to remain available to assist you. Please do not hesitate to contact me should you require further information.

Sincerely,

Crystal R. Ball
Planning and Zoning Coordinator



- City installed manhole
- City installed sewer line

- County installed manhole
- County installed sewer line

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM



MEETING DATE: October 24, 2016

RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: West Avenue L Street Lights
DEPARTMENT: Planning and Zoning
SUBMITTED BY: Crystal R Ball, CFM
DATE SUBMITTED: October 18, 2016

STAFF SUMMARY:

Staff are requesting approval to have street lights installed in the new housing area on West Avenue L between 13th Street and 17th Street. To conform with lighting plans and placement in neighboring subdivisions, five new lights would need to be installed. Proposed placement is identified on the attached diagram.

This item was recommended for approval by the Lovington Planning and Zoning Commission at the October 11, 2016 meeting. Should Commission desire approval, a Resolution stating such has been prepared.

FISCAL IMPACT:

REVIEWED BY: Gary Lee Chapman
Finance Director

Each light will increase municipal electrical costs by \$105.00 per year.

ATTACHMENTS:

Resolution for approval
Proposed light placement

RECOMMENDATION:

Motion to approve Resolution. When making motion, please request Resolution number.

Crystal R Ball, CFM
Department Head

James R. Williams
City Manager

**RESOLUTION OF THE CITY OF LOVINGTON
LEA COUNTY, NEW MEXICO**

RESOLUTION 2016-_____

A RESOLUTION APPROVING INSTALLATION OF STREET LIGHTS

WHEREAS, the City provides street lighting for the safety of its residents; and

WHEREAS, new subdivision development lacks public street lights; and

WHEREAS, staff have identified the locations for placement of new street lights on West Avenue L between 13th Street and 17th Street; and

WHEREAS, the installation of the identified street lights was recommended by the Lovington Planning and Zoning Commission at the October 11, 2016 meeting.

NOW, THEREFORE, BE IT RESOLVED, by the Lovington City Commission that staff are directed to request Lea County Electric install five new street lights on West Avenue L between 13th Street and 17th Street as it in the best interests of the citizens of Lovington.

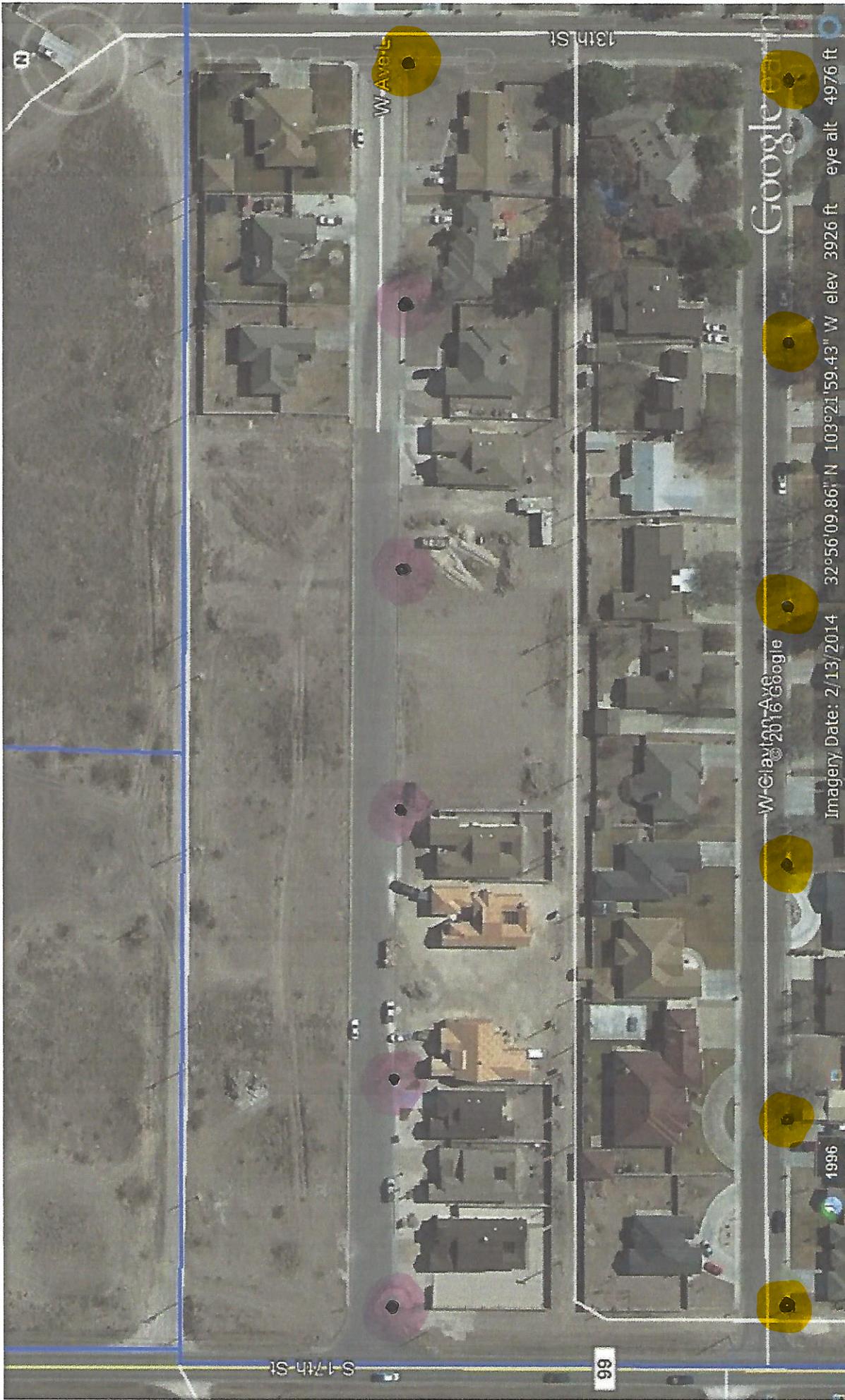
DONE THIS 24TH DAY OF OCTOBER, 2016 at

City of Lovington
New Mexico

Paul Campos, Mayor

ATTEST:

Carol Ann Hogue, City Clerk



● W Clayton Street Lights (Existing)

● W Ave L Proposed Street Lights.

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM



MEETING DATE: October 24, 2016

RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: E Washington Street Lights and Speed limit signs
DEPARTMENT: Planning and Zoning
SUBMITTED BY: Crystal R Ball, CFM
DATE SUBMITTED: October 18, 2016

STAFF SUMMARY:

At the request of area residents, staff are requesting approval for the installation of four new street lights on East Washington Avenue between Commercial St. and Air Dr. In addition, speed limit signs need to be posted between Commercial St. and Industrial Rd, as the area is residential.

FISCAL IMPACT:

REVIEWED BY: Gary Lee Chapman
Finance Director

Each light will increase municipal electrical cost by \$105.00 per year.

ATTACHMENTS:

Resolution for approval
Proposed light placement

RECOMMENDATION:

Motion to approve Resolution. When making motion, please request Resolution number.

Crystal R Ball, CFM

Department Head

James R. Williams
City Manager

**RESOLUTION OF THE CITY OF LOVINGTON
LEA COUNTY, NEW MEXICO**

RESOLUTION 2016-_____

A RESOLUTION APPROVING INSTALLATION OF STREET LIGHTS

WHEREAS, the City provides street lighting for the safety of its residents; and

WHEREAS, certain areas of the community require additional lighting that will enhance public safety; and

WHEREAS, staff have identified the locations for placement of new street lights on East Washington Avenue between Commercial Street and Air Drive; and

WHEREAS, staff have identified the need for a 30 mph speed limit posted on the same road; and

WHEREAS, the installation of the identified street lights and posting of the speed limit was recommended by the Lovington Planning and Zoning Commission at the October 11, 2016 meeting.

NOW, THEREFORE, BE IT RESOLVED, by the Lovington City Commission that staff are directed to request Lea County Electric install four new street lights on East Washington Avenue between Commercial Street and Air Drive and to post 30 mph speed limit signs on East Washington as it in the best interests of the citizens of Lovington.

DONE THIS 24TH DAY OF OCTOBER, 2016 at

City of Lovington
New Mexico

Paul Campos, Mayor

ATTEST:

Carol Ann Hogue, City Clerk



Imagery ©2016 DigitalGlobe, NMRGIS, Texas Orthoimagery Program, USDA Farm Service Agency, Map data ©2016 Google 100 ft

Measure distance

Total distance: 1,140.74 ft (347.70 m)

*4 new lights
Option #3*

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM



MEETING DATE: October 24, 2016

RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Accounts Payable
DEPARTMENT: Finance
SUBMITTED BY: Gary Lee Chapman, Finance Director
DATE SUBMITTED: October 20, 2016

STAFF SUMMARY:

The Finance Department has prepared the Accounts Payable for Commission review and approval.

FISCAL IMPACT:

See Accounts Payable Detail

REVIEWED BY: Gary Lee Chapman
Finance Director

ATTACHMENTS:

Accounts Payable Detail

RECOMMENDATION:

Motion to approve Accounts Payable

Gary Lee Chapman
Department Head

James R. Williams
City Manager

City of Lovington (New)
 Summary A/P Ledger - A/P Summary CMeeting - General
 From 10/1/2016 Through 10/31/2016

Vendor Name	Dept Code	Current Balance
3 M Cogent		8.30
A & L Plains Agricultural Lab		1,336.00
Abernathy Welding		2,356.75
Advanced Analysis, Inc.		98.86
Alsco		473.57
America Supply, LLC		329.85
American Medical Group, Inc		767.99
Base Line		99.00
Blaine Industrial Supply		47.24
Bob's Thriftway		560.49
Border States Electric Supply		23.65
Bound Tree Medical, LLC		101.59
Breen Glass Service		643.55
Burger Builders		64.25
C & S Motor Parts Co.		39.90
C E S		58,262.97
California Cont. Supplies, Inc		349.86
Cardinal Laboratories		117.49
Casco Industries		1,982.20
Chris Gomez Auto Glass		300.00
CLS Sewer Equipment Co Inc		153.53
Cowboys Corner		31.95
Dana Kepner Co.		4,940.00
DPC Industries Inc.		210.00
Ecolab Food Safety Specialties		114.52
Farmer Brothers Company		123.02
Federal Express Services		30.54
Federal Licensing, Inc.		100.00
Forrest Tire Co.		619.73
Galls/Quartermaster		1,040.78
Gebo Credit Corporation		942.24

City of Lovington (New)
Summary A/P Ledger - A/P Summary CMeeting - General
From 10/1/2016 Through 10/31/2016

General Welding Supply	788.50
Haarmeyer Electric	952.81
Hennighausen & Olsen, L.L.P.	586.95
Higginbotham-Bartlett Co.	1,204.32
Hobbs News-Sun	57.98
Hospital Services Corporation	37.91
Industrial Muncipal Products	1,815.16
Johnnie's Floral & Gifts	240.69
Joyce's Threadworks	32.18
Lea County Treasurer	2,325.25
Lovington Auto Supply	1,152.18
Lovington Chamber of Commerce	11,750.00
Lovington Leader	130.02
Lovington Main Street	12,500.00
Lovington Tire Service, Inc.	4,782.55
Master Printers	1,571.65
Michael Raburn	1,625.00
Monarch Diesel Performance	283.99
New Mexico Jr. College	1,243.75
NM Compilation Commission	39.00
Noalmark Broadcasting Corp.	320.44
Overhead Door Co.	134.38
Patriot Pipe & Supply LTD	43.60
Pettigrew & Associates, P. A.	11,134.65
Phoenix Enterprises, Inc	2,862.95
Pro-Treat Power Equipment	799.57
Professional Communications	550.00
Reid Insurance Group, Inc.	564.00
Roberts Oil & Lube	159.00
SHOPKO Hometown	90.65
Solid Waste Authority	16,302.48
Southwest Polygraph	267.03

City of Lovington (New)
Summary A/P Ledger - A/P Summary CCMeeting - General
From 10/1/2016 Through 10/31/2016

Staples Advantage	267.89
Strong Electric	5,619.50
Swatt	817.12
Symbol Arts	405.00
SYSCO West Texas, Inc.	629.66
Tyler Technologies	15,982.77
U S Food Service	767.84
Unifirst Corp.	374.14
Unitedhealth Group	159.50
Valentine Auto Service	662.44
Wagner Equipment Co	122,652.34
Report Balance	<u>300,956.66</u>