

**REGULAR MEETING OF THE CITY COMMISSION
MONDAY, FEBRUARY 24, 2014 @ 5:30 P.M.
CITY COMMISSION CHAMBERS, 214 S. LOVE STREET**

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

Also Present: City Manager James Williams, Assistant City Manager Jared Cobb, Finance Director Mashell Stephens, City Clerk Carol Ann Hogue, Chief Danny Bryant, and City Attorney Patrick McMahon.

Not Present: Administrative Assistant Imelda Gutierrez

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

Invocation: Commissioner Bengé gave the invocation

Pledge of Allegiance: Commissioner Bengé led the pledge

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

Approval of the Regular Minutes of February 10, 2014: Mayor Drummond asked for a motion for approval of the regular minutes of February 10, 2014. Commissioner Trujillo so moved. Commissioner Granath seconded. Motion was approved.

NON-ACTION ITEMS:

Public Comment on Ordinance 512 – Off Street Parking of Commercial Vehicles: Mayor Drummond explained that Ordinance 512 pertains to off-street parking of commercial vehicles in residential zones. All property owners in the affected zones have been mailed notice of the proposed ordinance and public meetings. Mayor Drummond asked is anyone present would like to make comment on the proposed ordinance and advised comment would be limited to no more than five minutes. No comments were made by the public or Commissioners present.

Public Comment on Ordinance 520, 521, and 522 – Carport Ordinance Amendments: Mayor Drummond requested public comment on Ordinances 520, 521, and 522 – Carport Ordinance Amendments. Mayor Drummond asked if anyone present would like to make comment on the proposed ordinances and advised comments are limited to five minutes. Earl Davis addressed the Commission and pointed out that item five in 17.20.040 that ingress and egress from the carport must be assured by a concrete drive and that this language was not in the ordinances. City Manager Williams reported that requirement was implemented in the 70's. Mr. Davis requested that Commission change that requirement to allow other types of surfaces. Mr. Williams advised that the

proposed ordinances are amendments and the issue of concrete drives is already in the existing municipal code. Mayor Drummond advised that Mr. Davis' request could be something that they would look at. Mayor Drummond asked if anyone else would like to address the proposed ordinance. No further comment was made.

City Manager Report: City Manager Williams reported the following items to the City Commission –

- The pavement investigation on the City's top four road projects as identified in the ICIP has been complete. The road project that the City ICIP has identified to begin work on this year is 9th Street between Polk and Dogwood. It was discovered that there is a substantial amount of clay beneath the roads and is contributing to the shortened lifespans. Engineers have presented two options for replacement of the road along with estimated cost: Option 1 is to remove asphalt and base course and lime treat up to two feet of clay for an estimated cost of \$265,000. Option 2 is to remove two feet of clay and replace with good soil for an estimated cost of \$295,000. City Manager Williams advised the City would be utilizing the lime treatment as it has been successfully used on the southern portion of 9th street a few years ago. Engineers also advised either option is acceptable. We are going into the design phase. Examining the water and sewer infrastructure has revealed that there is no need to replace either type of main. It is City staff hope to begin construction a few days after school dismisses for the summer.
- The plans for the three new water wells are at 90% complete. The next step is to meet with NMEV engineer for their approval.
- The 40-year water plan final information has been submitted to the company preparing the plan. They will be scheduling a public meeting with Commission so the plan can be finalized and adopted.
- City Manager Williams met with the County Manager and the NMDOT District II Engineer. NMDOT is starting a traffic study of the intersection of Commercial and Avenue D to determine if the intersection meets traffic signal warrants. The data collection should be complete by March 10.
- City staff have started on the next fiscal year budget. Department head budget presentations will be conducted the week of March 17th. Staff are requesting a Commission Work Session be held on April 16th. It is planned to have the budget for the next fiscal year approved by Commission at the May 16, 2014 regular Commission Meeting.
- The Harold Runnels Complex and Avenue D Park Restrooms shipment has been delayed and will ship on February 26. There have been delays in obtaining permits but the contractor has assured the City they will both be complete before the end of June. The restrooms at Harold Runnels have been taken down and porta-johns will be placed at the field temporarily.
- The Quality of Life funding received from the County will be utilized to purchase 6 large shelters and three smaller shelters. Chaparral Park will have two large shelters and three small shelters installed. Each smaller park will have a large shelter installed. In addition, 26 eight-foot tables will be purchased. Each new

large shelter will also be equipped with a grill and nice trash can. Wood chips have been ordered to improve the playgrounds at Chaparral and Avenue D Parks.

- House Bill 55 has been passed and sent to the Governor for signature. The City is slated to receive \$50,000 for the Chaparral Park irrigation system, \$125,000 for water meters, and \$100,000 for the well field project.
- The City will be advertising a bid for weed abatement, as the City does not have enough staff to abate these types of nuisances. It will be a per hour contract. When a property needs weed abatement, the City will follow the steps as outlined in the ordinance, contact the company who has been awarded the bid, have the weeds eliminated, and file a lien on the property. Commissioner Benge asked what the anticipated costs would be and if we have that amount budgeted. City Manager Williams reported that at the present time we do not have funds budgeted for this as it is unknown what local vendors will charge.
- The City has submitted a request to the NMEV to determine if we qualify for the Brownfield Program for the property located at Jefferson and Main. This program will provide funding for assessment, surveys, and remediation.
- The City is currently having to utilize the old street sweeper as the new unit is experiencing electrical issues. The repairs to the new unit are under warranty.

ACTION ITEMS:

Consideration of Approval of Resolution 2014-07: Alley Vacation and Quitclaim of Property: Mayor Drummond called for a motion to approve Resolution 2014-07. This is the alley vacation and quitclaim of the property to Allsups on South Main. Commissioner Trujillo moved to approve. Commissioner Granath seconded. Motion was approved.

Consideration of Approval of Resolution 2014-08: Request Extension of Time to Complete Comprehensive Plan: Mayor Drummond called for a motion to approve Resolution 2014-08. This resolution will request an extension of time to complete the Comprehensive Plan as the grants normally only run for a year from the date of award. Mr. Cobb reported that most Comprehensive Plans take over a year to complete. NMFA has advised Mr. Cobb that an extension is allowed. Commissioner Trujillo moved to approve. Commissioner Gandy seconded. Motion was approved.

Consider Approval to Advertise Ordinance 523 – Truck and Trailer On Street Parking Amendment: Mayor Drummond called for a motion to approve the advertisement of Ordinance 523. This ordinance will reduce the weight of vehicles allowed to park on streets in residential zones to 15,000 pounds. The current code allows vehicles to park on residential streets that weigh up to 26,000 pounds. Commissioner Benge moved to approve. Commissioner Trujillo seconded. Motion was approved.

Consider Approval of Heating and AC Installation at Senior Citizen Center Annex: Mayor Drummond called for a motion to approve the heating and AC installation at the Senior Citizen Annex. City Manager Williams advised this project was incorporated in the current budget but quotes have been received and exceed the budgeted cost. City

Manager Williams was requesting approval to proceed with the project and reported that the City does have funds to cover the unbudgeted expense. Commissioner Granath moved to approve. Commissioner Trujillo seconded. Motion was approved.

PUBLIC COMMENT:

- Elaine Vejl has organized a forum for individuals running for City Commissioner that will be held on Thursday, February 27, 2014 at 6:30 p.m. at the Chamber of Commerce. This forum will allow the public to meet the candidates. Mrs. Vejl invited everyone to attend.
- Commissioner Trujillo recognized Commissioner Granath and thanked him for his service. Commissioner Granath thanked everyone for their support.
- Mayor Drummond reminded everyone to vote on March 4th at City Hall.

CLOSED SESSION:

At 5:55 p.m., Commissioner Trujillo moved adjourn Regular Session and convene a closed session pursuant to Section 10-15-1 NMSA Subsection H-7 to discuss threatened or pending litigation. Commissioner Granath seconded. A roll call vote was taken: Mayor Drummond – Aye, Commissioner Trujillo – Aye, Commissioner Bengé – Aye, Commissioner Gandy – Aye, Commissioner Granath – Aye.

At 6:00 p.m., Commissioner Gandy moved to adjourn Closed Session and reconvene in Regular Session stating that the matters discussed were limited to only those specified in the motion and no action was taken. Commissioner Trujillo seconded and a roll call vote was taken: Mayor Drummond – Aye, Commissioner Trujillo – Aye, Commissioner Bengé – Aye, Commissioner Gandy – Aye, Commissioner Granath – Aye.

OTHER:

- Commissioner Gandy thanked City staff for fixing the lighting issue for his constituent.
- Mayor Drummond stated that it has been an honor to serve on the Commission and she hopes to win the election so she can continue to serve.
- Commissioner Bengé congratulated Finance Director Mashell Stephens for her hard work on correcting the audit findings.
- City Manager Williams advised the Commission that we are having to replace the finance departments computers because as of April 1st our accounting software will no longer work on the existing platforms and they cannot be upgraded.

ADJOURNMENT:

There being no further business the meeting adjourned at 6:05 p.m.

APPROVED: _____
DIXIE DRUMMOND, MAYOR

ATTEST: _____
CAROL ANN HOGUE, CITY CLERK

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 10, 2014



TYPE: ☐ RESOLUTION ☐ ORDINANCE ☐ PROCLAMATION ☒ INFORMATION ☐ OTHER ACTION

SUBJECT: Canvassing Results
DEPARTMENT: City Clerk
SUBMITTED BY: Carol Ann Hogue, City Clerk
DATE SUBMITTED: March 6, 2014

STAFF SUMMARY:

Attached you will find the results of the 2014 Municipal Election. The results were canvassed on March 6, 2014 at 5:30 p.m.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

Canvassing results.

RECOMMENDATION:

Information only.

Department Head

James R. Williams

City Manager

CANDIDATES AND QUESTION	CITY COMMISSIONER Four-Year Term Expiring in March, 2018					MUNICIPAL JUDGE Four-Year Term Expiring in March, 2018		Question	
	DISTRICT 3		DISTRICT 5			Barbara Campbell	Jim Trujillo	FOR	AGAINST
	Bernard Butcher	Joe Clark	Tyler Graham	Paul Campos	Dixie Drummond				
Absentee Voters	1	1					2		
Early Voters	33	2	2	11	18	61	31		
District 3	57	39							
District 5			3	77	37				
Districts 1, 2 and 4						48	31		
Total	91	42	5	88	55	109	64	0	0

We, the undersigned, certify the above is a correct canvass of the returns of the Election held on Ma March 4, 2014 in Lovington, NM.

Ava Bengé, Commissioner

Scotty Gandy, Commissioner

Carol Ann Hogue, City Clerk

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 10, 2014



TYPE: ☐ RESOLUTION ☐ ORDINANCE ☐ PROCLAMATION ☐ INFORMATION ☒ OTHER ACTION

SUBJECT: Ordinance 512 Public Comment
DEPARTMENT: Executive
SUBMITTED BY: James R. Williams, City Manager
DATE SUBMITTED: March 4, 2014

STAFF SUMMARY:

Advertising and notification for Ordinance 512 - Off Street Parking of Commercial Vehicles in Residential Zones has been completed.

Staff are requesting Commission allow a public comment period limited to this Ordinance only. We are requesting that individuals who wish to speak on this Ordinance sign the sheet at the podium and limit comments to no more than 5 minutes.

This Ordinance will be voted on by Commission tonight.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

Ordinance 512 - Off Street Parking of Commercial Vehicles in Residential Zones

RECOMMENDATION:

Comment only. This Ordinance will be voted on when Commission conducts the business listed in Action Items.

Department Head

James R. Williams

City Manager

ORDINANCE NO. 512

An ordinance of the City of Lovington, New Mexico, amending Title 17, Chapter 17.16 – General Use Regulation, of the Lovington Municipal Code.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LOVINGTON THAT TITLE 17, CHAPTER 17.16 BE AND HEREBY IS AMENDED AS FOLLOWS:

17.16.080 Off Street Parking of Commercial Vehicles in Residential Zone

- A. No truck tractor, semitrailer, the truck tractor individually, or the semitrailer individually is permitted to park anywhere within any residential zone of the City.
- B. No commercial vehicles are to be parked and/or stored in the front yard, side yard, or rear yard within any residential zone of the City. Commercial vehicles are defined as vehicles with more than two axles, a vehicle used to transport hazardous materials requiring Department of Transportation placarding, construction vehicles designed for off road usage, and vehicles requiring the driver to have either a Class A, Class B, or Class C drivers license or the equivalent. A non-commercial vehicle is defined as one that has a gross vehicle weight rating of not more than fifteen thousand (15,000) pounds and can be legally parked in a standard eight and a half (8.5) foot by twenty (20) foot parking space.

APPROVED, PASSED, AND ADOPTED this ____ day of _____, 2014.

CITY OF LOVINGTON

DIXIE DRUMMOND, MAYOR

ATTEST:

CAROL ANN HOGUE, CITY CLERK

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 10, 2014



TYPE: ☐ RESOLUTION ☐ ORDINANCE ☐ PROCLAMATION ☐ INFORMATION ☒ OTHER ACTION

SUBJECT: Public Comment: Ordinances 520, 521, and 522
DEPARTMENT: Executive
SUBMITTED BY: James R. Williams, City Manager
DATE SUBMITTED: March 4, 2013

STAFF SUMMARY:

Advertisement and notification of the following ordinances have been completed:

Ordinance 520: Zone A Carport Amendments
Ordinance 521: Zone B Carport Amendments
Ordinance 522: Manufactured and Mobile Home Carport Amendments

Staff are requesting Commission allow a public comment period limited to these Ordinances only. We are requesting that individuals who wish to speak on these Ordinances sign the sheet at the podium and limit comments to no more than 5 minutes.

These Ordinances will be voted on by Commission tonight.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

Ordinance 520, 521, and 522

RECOMMENDATION:

Comment only. These ordinances will be voted on when Commission conducts business listed in Action Items.

Department Head

James R. Williams

City Manager

ORDINANCE NO. 520

An ordinance of the City of Lovington, New Mexico, amending Title 17, Chapter 17.20 – “A” Single-Family Dwelling District, of the Lovington Municipal Code.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LOVINGTON THAT TITLE 17, CHAPTER 17.20 BE AND HEREBY IS AMENDED AS FOLLOWS:

17.20.040 Front yard requirements – Carport.

B. A carport no larger than seven hundred twenty (720) square feet may be added and attached to the structure, but only if it meets the following:

17.20.070 Intensity of use.

Every lot shall have an area of not less than seven thousand square feet per family; except that, if a lot has less area than required in this chapter and was a lot of record prior to February 12, 1971, the effective date of the ordinance codified in this section, such lot may be used for one single-family dwelling, provided that all other district regulations are observed.

APPROVED, PASSED, AND ADOPTED this ____ day of _____, 2014.

CITY OF LOVINGTON

DIXIE DRUMMOND, MAYOR

ATTEST:

CAROL ANN HOGUE, CITY CLERK

ORDINANCE NO. 521

An ordinance of the City of Lovington, New Mexico, amending Title 17, Chapter 17.24 – “B” Multiple Dwelling District, of the Lovington Municipal Code.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LOVINGTON THAT TITLE 17, CHAPTER 17.24 BE AND HEREBY IS AMENDED AS FOLLOWS:

17.24.050 Yard regulations

- A. Yard size regulations shall be the same as in the “A” single family dwelling district.
- B. Carport regulations shall be the same as in the “A” single family dwelling district, except:
 - i. Carports are not required to be attached to a permanent building; and
 - ii. Carports are not required to match or conform to the permanent building in materials, character, and design.
- C. All interior courts shall have a width equal to at least the height of the highest part of the building forming the court.

APPROVED, PASSED, AND ADOPTED this ____ day of _____, 2014.

CITY OF LOVINGTON

DIXIE DRUMMOND, MAYOR

ORDINANCE NO. 522

An ordinance of the City of Lovington, New Mexico, amending Title 17, Chapter 17.22 – Manufactured Homes and Mobile Homes, of the Lovington Municipal Code.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LOVINGTON THAT TITLE 17, CHAPTER 17.22 BE AND HEREBY IS AMENDED AS FOLLOWS:

17.22.150 Carports

Regulations of Chapter 17.24 shall apply.

APPROVED, PASSED, AND ADOPTED this _____ day of _____, 2014.

CITY OF LOVINGTON

DIXIE DRUMMOND, MAYOR

ATTEST:

CAROL ANN HOGUE, CITY CLERK

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 10, 2014



TYPE: ☒ RESOLUTION ☐ ORDINANCE ☐ PROCLAMATION ☐ INFORMATION ☐ OTHER ACTION

SUBJECT: NMDOT MAP Application
DEPARTMENT: Executive
SUBMITTED BY: Jared Cobb, Assistant City Manager
DATE SUBMITTED: March 6, 2014

STAFF SUMMARY:

The New Mexico Department of Transportation (NMDOT) is soliciting applications for their Municipal Arterial Program (MAP). Staff has prepared an application to request \$200,000 for the design and reconstruction of Commercial Street from Van Buren Avenue to Jefferson Avenue. Approval of this resolution will provide the City Manager the authority to submit the application to NMDOT.

The proposed budget for this project is as follows:

\$200,000 - NMDOT MAP Grant
\$60,000 - NMDOT LGRF Grant
\$200,000 - City of Lovington Matching Funds (Infrastructure GRT)

FISCAL IMPACT:

REVIEWED BY: Mashell Stephens
(Finance Director)

This grant is for the next budget year, which starts July 1. Staff will budget \$200,000 for this project if the resolution is approved.

ATTACHMENTS:

Resolution 2014-09

RECOMMENDATION:

Approve the resolution.

Jared Cobb
Department Head

James R. Williams
City Manager

RESOLUTION NO. 2014-09

**A RESOLUTION OF THE CITY OF LOVINGTON, NEW MEXICO APPROVING APPLICATION FOR
NEW MEXICO DEPARTMENT OF TRANSPORTATION (NMDOT) MUNICIPAL ARTERIAL
PROGRAM (MAP) FUNDS FOR THE DESIGN AND RECONSTRUCTION OF COMMERCIAL STREET
FROM VAN BUREN AVENUE TO JEFFERSON AVENUE**

WHEREAS, the City of Lovington desires to design and reconstruct a section of Commercial Street from Van Buren Avenue to Jefferson Avenue; and

WHEREAS, Commercial Street is a major local road and provides a connection to U.S. 82, N.M. 18, and N.M. 83 and is therefore eligible for NMDOT MAP funds; and

WHEREAS, the City of Lovington desires to apply for \$200,000 in NMDOT MAP funds to complete the project;

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

1. The Lovington City Commission fully supports and endorses the proposed project to design and reconstruct Commercial Street from Van Buren Avenue to Jefferson Avenue.
2. The City Manager of the City of Lovington is authorized to prepare all the necessary plans and documents required to submit an application for NMDOT MAP funds.
3. The Lovington City Commission pledges \$200,000 in local matching funds for the project.

APPROVED THIS 10th DAY OF MARCH, 2014.

MAYOR

CAROL ANN HOGUE, CITY CLERK

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 10, 2014



TYPE: ☒ RESOLUTION ☐ ORDINANCE ☐ PROCLAMATION ☐ INFORMATION ☐ OTHER ACTION

SUBJECT: NMDOT LGRF Application
DEPARTMENT: Executive
SUBMITTED BY: Jared Cobb, Assistant City Manager
DATE SUBMITTED: March 6, 2014

STAFF SUMMARY:

The New Mexico Department of Transportation (NMDOT) is soliciting applications for their Local Government Road Fund (LGRF). Staff has prepared an application to request \$60,000 for the design and reconstruction of Commercial Street from Van Buren Avenue to Jefferson Avenue. Approval of this resolution will provide the City Manager the authority to submit the application to NMDOT.

The proposed budget for this project is as follows:

\$200,000 - NMDOT MAP Grant
\$60,000 - NMDOT LGRF Grant
\$200,000 - City of Lovington Matching Funds (Infrastructure GRT)

FISCAL IMPACT:

REVIEWED BY: Mashell Stephens
(Finance Director)

This grant is for the next budget year, which starts July 1. Staff will budget \$200,000 for this project if the resolution is approved.

ATTACHMENTS:

Resolution 2014-10

RECOMMENDATION:

Approve the resolution.

Jared Cobb
Department Head

James R. Williams
City Manager

RESOLUTION NO. 2014-10

**A RESOLUTION OF THE CITY OF LOVINGTON, NEW MEXICO APPROVING APPLICATION FOR
NEW MEXICO DEPARTMENT OF TRANSPORTATION (NMDOT) LOCAL GOVERNMENT ROAD
FUNDS (LGRF) FOR THE DESIGN AND RECONSTRUCTION OF COMMERCIAL STREET FROM VAN
BUREN AVENUE TO JEFFERSON AVENUE**

WHEREAS, the City of Lovington desires to design and reconstruct a section of Commercial Street from Van Buren Avenue to Jefferson Avenue; and

WHEREAS, Commercial Street is a major local road and provides a connection to U.S. 82, N.M. 18, and N.M. 83 and is therefore eligible for NMDOT LGRF funds; and

WHEREAS, the City of Lovington desires to apply for \$60,000 in NMDOT LGRF funds to complete the project;

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

1. The Lovington City Commission fully supports and endorses the proposed project to design and reconstruct Commercial Street from Van Buren Avenue to Jefferson Avenue.
2. The City Manager of the City of Lovington is authorized to prepare all the necessary plans and documents required to submit an application for NMDOT LGRF funds.
3. The Lovington City Commission pledges \$200,000 in local matching funds for the project.

APPROVED THIS 10th DAY OF MARCH, 2014.

MAYOR

CAROL ANN HOGUE, CITY CLERK

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 10, 2014



TYPE: ☐ RESOLUTION ☒ ORDINANCE ☐ PROCLAMATION ☐ INFORMATION ☐ OTHER ACTION

SUBJECT: Approval of Ordinance 512
DEPARTMENT: Executive
SUBMITTED BY: James R. Williams
DATE SUBMITTED: March 4, 2014

STAFF SUMMARY:

Publication, notification, and public comment are complete for Ordinance 512 - Off Street Parking of Commercial Vehicles in Residential Zones. Final approval is required by Commission.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

RECOMMENDATION:

Motion to approve.

Department Head

James R. Williams

City Manager

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 10, 2014



TYPE: ☐ RESOLUTION ☒ ORDINANCE ☐ PROCLAMATION ☐ INFORMATION ☐ OTHER ACTION

SUBJECT: Ordinance 520 Approval
DEPARTMENT: Executive
SUBMITTED BY: James R. Williams, City Manager
DATE SUBMITTED: March 4, 2014

STAFF SUMMARY:

Publication, notification, and public comment for Ordinance 520 is complete. Final approval by Commission is required.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

RECOMMENDATION:

Motion to approve Ordinance 520.

Department Head

James R. Williams

City Manager

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 10, 2014



TYPE: ☐ RESOLUTION ☒ ORDINANCE ☐ PROCLAMATION ☐ INFORMATION ☐ OTHER ACTION

SUBJECT: Ordinance 521 Approval
DEPARTMENT: Executive
SUBMITTED BY: James R. Williams, City Manager
DATE SUBMITTED: March 4, 2014

STAFF SUMMARY:

Publication, notification, and public comment for Ordinance 521 is complete. Final Commission approval is required.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

RECOMMENDATION:

Motion to approve Ordinance 521.

Department Head

James R. Williams
City Manager

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 10, 2014



TYPE: ☐ RESOLUTION ☒ ORDINANCE ☐ PROCLAMATION ☐ INFORMATION ☐ OTHER ACTION

SUBJECT: Ordinance 522 Approval
DEPARTMENT: Executive
SUBMITTED BY: James R. Williams, City Manager
DATE SUBMITTED: March 4, 2014

STAFF SUMMARY:

Publication, notification, and public comment for Ordinance 522 is complete. Final Commission approval is required.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

RECOMMENDATION:

Motion to approve Ordinance 522.

Department Head

James R. Williams

City Manager

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 10, 2014



TYPE: ☐ RESOLUTION ☐ ORDINANCE ☐ PROCLAMATION ☐ INFORMATION ☒ OTHER ACTION

SUBJECT: Approval of 1st Unit, Solar Addition Zoning Change
DEPARTMENT: Planning and Zoning Commission
SUBMITTED BY:
DATE SUBMITTED: March 4, 2014

STAFF SUMMARY:

Publication of the proposed zoning change to the 1st Unit, Solar Addition, Block 1 Lot B is complete. The requested action is to change the zoning from Zone A - Single Family Dwelling to Zone C - Commercial.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

Aerial Map
Plat of property

RECOMMENDATION:

Motion to approve zoning change.

Department Head

James R. Williams

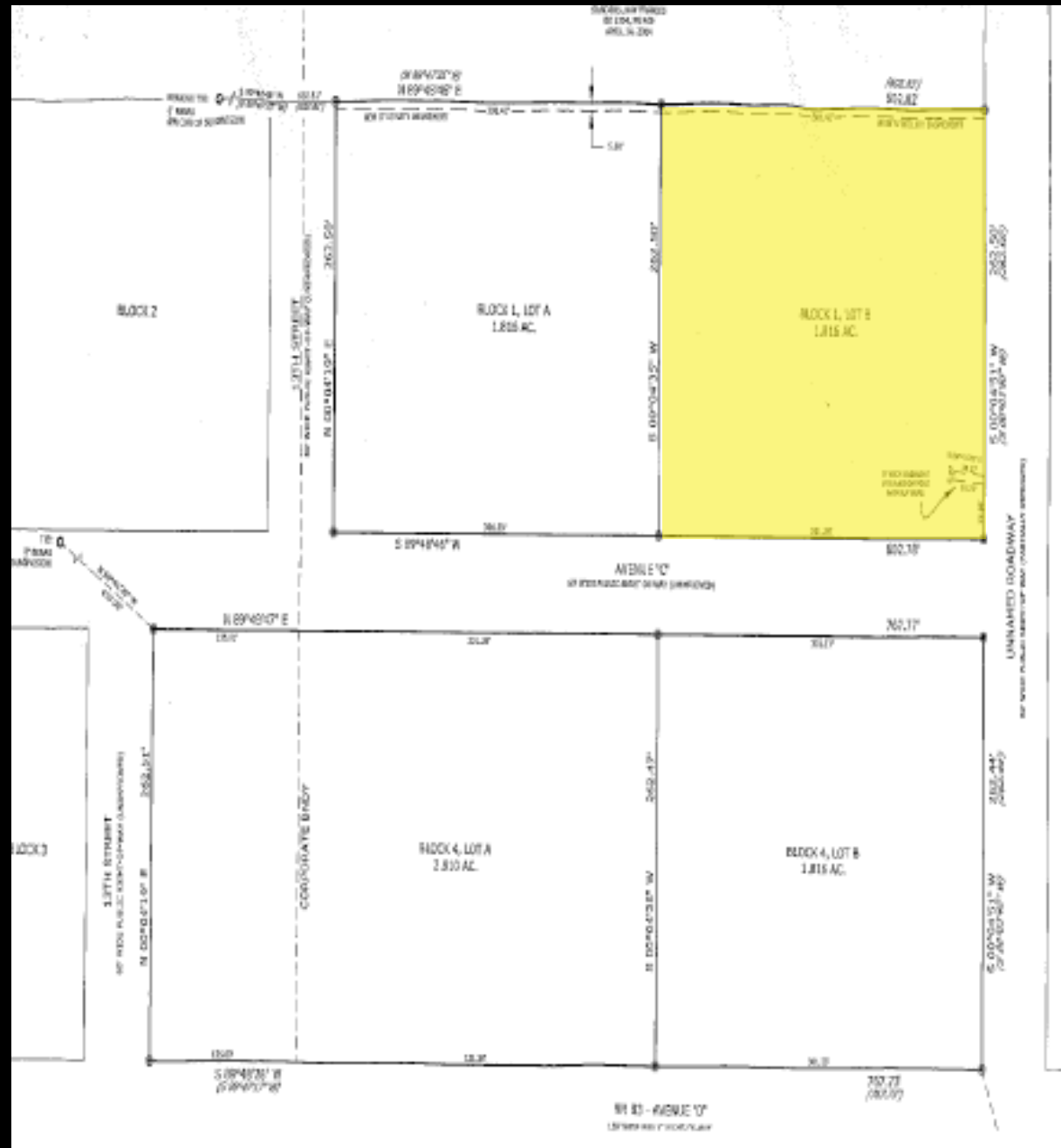
City Manager



Google earth

feet
meters





CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 10, 2014



TYPE: ☐ RESOLUTION ☐ ORDINANCE ☐ PROCLAMATION ☐ INFORMATION ☒ OTHER ACTION

SUBJECT: Appointment to Parks and Recreation Board
DEPARTMENT: Executive
SUBMITTED BY: James R. Williams, City Manager
DATE SUBMITTED: March 4, 2014

STAFF SUMMARY:

The Parks and Recreation Board currently has a vacancy for the City Commissioner position. Staff are requesting that the City Commission make an appointment.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

RECOMMENDATION:

Motion to appoint one Commissioner.

Department Head

James R. Williams

City Manager

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 10, 2014



TYPE: ☐ RESOLUTION ☐ ORDINANCE ☐ PROCLAMATION ☐ INFORMATION ☒ OTHER ACTION

SUBJECT: Accounts Payable
DEPARTMENT: Finance
SUBMITTED BY: Mashell Stephens, Finance Director
DATE SUBMITTED: March 6, 2014

STAFF SUMMARY:

Finance has prepared the accounts payable for your review and approval.

FISCAL IMPACT:

REVIEWED BY: Mashell Stephens
(Finance Director)

See accounts payable detail.

ATTACHMENTS:

Accounts Payable Detail

RECOMMENDATION:

Motion to approve.

Mashell Stephens

Department Head

James R. Williams
City Manager

Vendor Name

Abila	4,030.00
ALCO Stores, Inc	270.75
Alsco	1,263.81
Amazon	217.55
American Medical Group, Inc	672.92
Atco International	125.00
Battery Store Plus, LLC	839.60
BeGeo Investment LLC	10.00
Blaine Industrial Supply	1,034.07
Bob's Thriftway	487.47
Bound Tree Medical, LLC	3,080.63
C & S Motor Parts Co.	434.88
Comp-Ray, Inc	69.55
Copies, Inc.	222.46
Cornerstone Coffeehouse	30.00
Cougar Press	552.89
Cowboys Corner	484.20
Crop Production Service	7,604.95
Deans, Inc	257.86
E.N.M.U.R.	725.00
ENM Emergency Medical Services	5.00
Farmer Brothers Company	127.72
FBINAA-NM	450.00
Forrest Tire Co.	585.30
Forrest Tire company	566.46
Gale/Cengage Learning	115.45
Galls/Quartermaster	1,814.94
Gebo Credit Corporation	112.92
Gempler's, Inc	304.25
General Mailing & Shipping	220.44
General Welding Supply	579.62

City of Lovington (New)
Summary A/P Ledger - A/P Summary CCMeting - General
From 3/1/2014 Through 3/31/2014

Grey House Publishing	297.00
H & K Pest Control Co.	117.32
Haarmeyer Electric	1,174.58
Higginbotham-Bartlett Co.	3,098.75
High Plains Refrigeration, Inc	256.36
Hospital Services Corporation	19.26
Jay's Inc.	158.08
Jones & Bartlett Learning LLC	32.21
Larry Mahan's Paint & Body	922.56
Laura Manning	31.85
Lea County Septic Tank Service	263.75
LightHouse BIS, LLC	1,621.57
Lovington Auto Supply	235.25
Lovington Leader	1,493.94
Lyle Signs	201.90
M & R Tire Service, LLC	17.10
Marker Services, LLC	125.04
Master Plumbers	644.10
Master Printers	1,515.70
Med-Vet International	211.92
MicroMarketing LLC	442.68
Mike's Lock & Key	85.00
National Animal Control Assoc	525.00
Neve's Uniforms	708.90
New Mexico Jr. College	999.00
Noble Industrial Supply Corp	596.13
Nor-Lea General Hospital	377.00
OCLC, Inc.	208.19
One Way Graphics & Design	185.00
Overhead Door Co.	268.35
P & D Petroleum, Inc	14,287.46
Panhandle Breathing Air System	8,140.00
Patriot Pipe & Supply LTD	6.50
Permian GMC	282.74

City of Lovington (New)
Summary A/P Ledger - A/P Summary CCMeting - General
From 3/1/2014 Through 3/31/2014

Premier Electric	1,627.90
Pro-Treat Power Equipment	443.86
Raburn Consulting	450.00
Recorded Books LLC	82.64
Red Bud Supply, Inc	201.78
Reid Insurance Group, Inc.	914.00
Roberts Oil & Lube	453.00
Romtec	87,513.23
Salem Press	559.00
Southwest Polygraph	267.03
Staples Advantage	3,017.29
Steel Depot-Hobbs	179.34
Stericycle, Inc.	696.54
Strong Electric	225.76
SWAT, LLC	317.77
Swissphone	213.11
Tate Branch Dodge	200.18
Tom's Sharp Shop	526.70
Total Safety	792.00
TransUnion Risk and Alternativ	17.25
TRI Air Testing, Inc	429.60
U S Food Service	5,917.29
Valentine Auto Service	2,467.01
Watermaster Irrigation Supply	232.75
WTG Fuels, Inc	4,706.32
Zia Consulting, Inc.	<u>480.00</u>
 Total Page One	 <u><u>179,777.23</u></u>

City of Lovington (New)
Summary A/P Ledger - A/P Summary CCMeting - General
From 3/1/2014 Through 3/31/2014

Subtotal from Page One		179,777.23
Acme Environmental, Inc.	Vet/Animal Control-Class for Asbesto Inspector	422.65
Admn. Office of the Courts	DWI Lab fees & Court Automation Fees for Jan., 2014	991.00
AT&T Mobility	Gen-Cell Phone bill Jan 2014	2,134.18
BeGeo Investment LLC	Police-Uniform Cleaning	337.50
BeGeo Investment LLC	Police-Unifroms Cleaning	35.00
E.N.M.U.R.	Ambulance-Tuition/Fees M	948.31
Fernando Gomez	Ontiveros Police-Reimb For Academy	85.19
Geoffrey Herweg	Police-Reimb For Supplies from Lowes	57.66
Gilbert Rodriguez	Ambulance-Reimb for for diesel	33.25
James Williams	Finance-Reimb For LGE Tone Plus	48.30
Jason Spradling	Vet/Animal Control-Reimb for Supplies	190.08
Jeffrey Silveira	20% per diem for travel to Pump Operations training	85.00
Jim Trujillo	Judicial-Alternate Judge Jan 28-Feb 12 2014	128.25
Jonathon Gonzales	20% per diem for travel to Pump Operations training	85.00
Lea County Clerk	File a Release of Claims Lien at 914 W Monroe	25.00
Lea County Clerk	to file Resolution 2014-06 & 2 plats-914 W. Monroe	75.00
Lea County Clerk	File Deeds for Vacation and Quitclaim Deed to Mike & Carolyn	50.00
Lea County Electric	Gen-Utility Electric Bill 01.24.14	25,250.15
Lea County Museum	Museum-Reimb For Supplies	189.31
Lea County Museum	Museum-Supplies reimb	20.86
Lea County Museum	Museum-Lodgers Tax	5,528.00
Lea County Treasurer	Reimb for Advertising Judicial-Inmate House Jan 2014	360.25

City of Lovington (New)
Summary A/P Ledger - A/P Summary CCMeeting - General
From 3/1/2014 Through 3/31/2014

Med-Vet International	Vet/Animal Control-Syringes 5 CC	67.50
NM EMS Bureau	Ambulance-EMT	75.00
NM Judicial Education Center	Intermdiate Licensing Fee Judicial Education Fees for Jan., 2014	492.00
NM Regulation and Licensing	Ambulance-Controlled Substance Renewal Fee	60.00
Norma Vejil	80% per diem for travel to Albuquerque	160.00
Norma Vejil	Senior Centr-Reimb For Office Supplies	177.56
Pettigrew & Associates, P. A.	Streets-Project 2013.1358 Pavement/traffic counts	7,931.62
Phillips 66 Co.	Gen-Fuel Card	82.56
Ricky Davis	Ambulance-Annual	240.00
Rocky Mountain Information Net	ambulance Inspection Police-Annual	100.00
Safety Instruction Ltd. LLC	Memebership Fee Fire-Training J Myers/J Capps	0.00
Shell Oil Co.	Police-Fuel Card	33.14
Staples	Police-Office Supplies	1,471.76
Stephen Evans	20% per diem for travel to Pump Operations training	85.00
SWAT, LLC	Finance-issue on printing AP Checks	226.98
SWAT, LLC	Four dell computers from SWAT	4,272.46
Technicon Training& Consulting	Police-24 Hr Training FTO Field Course March 3-5-2014	590.00
Texas A&M Agrilife Extension	Cemetery-Right of Way	45.00
Travelers	Pest Control Finance-Deductible for Claim/Kurt Porter	173.54
Victor Valenzuela	Police-Reimb Fuel arizona to Get Bartletts Equipment	114.86
Windstream	Gen-Phone Bill Feb 2014	4,357.73
Windstream	EDC-Phone Bill Jan 2014	175.18
WTG Fuels, Inc	Police-Fuel	<u>5,014.12</u>
TOTAL		<u><u>242,803.18</u></u>

Vendor Name

B.I.C.I., LLC.	6,517.50
BlueTrap Financial, Inc.	744.25
C & S Motor Parts Co.	226.20
C. W. D. Services, Inc	5,339.93
California Cont. Supplies, Inc	2,099.67
Cardinal Laboratories	112.15
Certified Laboratories	761.44
Culligan Water Conditioning	73.50
Dana Kepner Co.	11,183.12
Detroit Industrial Tool	133.30
DPC Industries Inc.	1,334.58
Eggelhof Inc.	443.01
Forrest Tire Co.	45.42
Gebo Credit Corporation	759.92
General Welding Supply	123.00
Haarmeyer Electric	4,298.49
Higginbotham-Bartlett Co.	217.69
John Shomaker & Associates, IN	4,087.40
Lovington Auto Supply	295.52
M & R Tire Service, LLC	250.62
Master Printers	1,110.50
McJunkin Red Man Corporation	1.68
NMWWA-SE Section	108.00
P & D Petroleum, Inc	2,534.36
Patriot Pipe & Supply LTD	119.52
Polydyne Inc.	504.00
QA Balance Services, Inc	1,165.00
Solid Waste Authority	4,474.98
Star Welding Service	490.58
Steel Depot-Hobbs	416.40
USA Bluebook	83.75

Total Page One

50,055.48

Subtotal from page One		50,055.48
AT&T Mobility	Water-Cell Phone Bill Jan 2014	567.71
Bernardo Gutierrez, Jr.	20% Per Diem for trip to Las Cruces for Class	89.00
Fernando Ortiz	WasteWater-Windows Metal Siding on pump room	928.63
Lea County Electric	Water-Utility Electric Bill Feb 2014	25,692.78
NMOWA	WasteWater-NMOWA Conference	100.00
Pettigrew & Associates	Water-Project 2013-1025 Lovington Wells 28,29,30	13,487.70
Ron Woods	20% Per Diem for trip to Las Cruces	89.00
Shell Oil Co.	Water-Fuel Card	160.49
Staples	WasteWater-Office Supplie	19.99
Staples	WasteWater-Office Supplies	179.99
Waste Management of New Mexico	Solid Waste-Roll Off Jan 2014	8,316.21
Windstream	Water-Phone Bill Feb 2014	459.75
Windstream	WasteWater-Telephone/Internet	123.72
Wyatt Duncan	20% Per Diem for trip to Las Cruces for Class	89.00
TOTAL		<u>100,359.45</u>

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 10, 2014



TYPE: ☐ RESOLUTION ☐ ORDINANCE ☐ PROCLAMATION ☐ INFORMATION ☒ OTHER ACTION

SUBJECT: Closed Session
DEPARTMENT: Executive
SUBMITTED BY: James R. Williams, City Manager
DATE SUBMITTED: March 4, 2014

STAFF SUMMARY:

Staff are requesting a closed session to discuss the purchase, acquisition, or disposition of real property or water rights.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

RECOMMENDATION:

Motion to go into closed session pursuant to Section 10-15-1 NMSA 1978 Subsection H-8 regarding the purchase, acquisition, or disposition of real property or water rights.

Department Head

James R. Williams

City Manager