

**REGULAR MEETING OF THE CITY COMMISSION
MONDAY, AUGUST 10, 2015 @ 5:30 P.M.
CITY COMMISSION CHAMBERS, 214 S. LOVE STREET**

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

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

Also Present: City Manager James Williams, Assistant City Manager Jared Cobb, City Attorney Patrick McMahon, Police Chief David Rodriguez, City Clerk Carol Ann Hogue, City Planner Merideth Hildreth, Finance Director Chapman and Administrative Assistant Anna Juarez

Invocation: Commissioner Trujillo gave the invocation

Pledge of Allegiance: Commissioner Trujillo led the pledge

Approval of Agenda: Mayor Gandy called for a motion. Commissioner Trujillo so moved to approve the agenda as submitted. Commissioner Campos seconded and a roll call was taken: Commissioner Campos – Yes, Commissioner Trujillo – Yes, Commissioner Butcher - Yes, Commissioner Bengé – Yes, and Mayor Gandy – Yes.

Approval of the Regular Meeting Minutes of July 27, 2015: Mayor Gandy called for a motion. Commissioner Trujillo so moved to approve the regular minutes of July 27, 2015; Commissioner Butcher seconded. Roll call was taken: Commissioner Butcher – Yes, Commissioner Bengé – Yes, Commissioner Trujillo – Yes, Commissioner Campos – Yes, and Mayor Gandy – Yes.

COMMISSIONER AND STAFF REPORTS:

- Commissioner Campos thanked departments that helped with house fire

NON-ACTION ITEMS:

Discussion of 2017 – 2021 ICIP: City Manager Williams stated final adoption of ICIP will be scheduled for August 24, 2015. Assistant City Manager Cobb stated plan needs to be submitted to State by September 2, 2015; ICIP is used as a base for rewarding grants and is important document for City to approve. Assistant City Manager Cobb stated 2015 Bond will help with funding items on the ICIP list: Chaparral park irrigation system, North 17th Street bypass Avenue D to Jefferson – phase 1, North Commercial Street Van Buren to Jefferson – phase 1, Chaparral Park Splash Pad, Chaparral Park Playground equipment, Streets hot patch trailer, and fire station design. Commissioners are asked to review the list of projects, add any additional projects deemed necessary, and rank the projects per year and by priority. Commissioner Bengé asked if the opportunity for

securing green space for fields was on the list; City Manager Williams responded yes, it is the Lovington Sports Complex. Commissioner Bengé asked if Main Street projects will be addressing utility needs in the City; City Manager responded yes. Mayor Gandy asked about status on street pavement project; City Manager Williams responded contractor has been given a deadline of August 12, 2015, original date was July 1, 2015; delays were due to weather conditions.

Lea County Museum Annual Report: Jim Harris director of Lea County Museum thanked Rosa Doportó for being an incredible addition to the Museum. Lea County Museum is a non-profit federally designated 501C independent operated by a volunteer board. Mr. Harris stated the town hall flooded, but did get repaired; Lea County Commission cut \$35,000 in funding, which cut down on street dances, sports hall of fame. Mr. Harris presented a slide show of activities at Museum. Commissioner Trujillo stated he appreciated all Mr. Harris does for the community.

Discussion of Lodgers Tax Board Appointment: City Manager Williams stated the Lodgers Tax Board term of Shannon Pettigrew will expire in September 2015. Notice will be published.

ACTION ITEMS:

Consider Approval of Resolution 2016-64: Approval of Citywide ADA Transition Plan: Mayor Gandy called for a motion. Commissioner Trujillo so moved to consider resolution 2015-64: Approval of Citywide ADA Transition Plan; Commissioner Butcher seconded. City Manager Williams addressed Commissioners of resolution to adopt the required Citywide ADA Transition Plan set by government in 2003. The adoption and implementation of ADA Transition Plan is required for the City to be eligible for reimbursement from and application to State and Federal transportation grants. City Manager Williams stated first plan will address the principal arterial and collector streets; streets have been rated based on their classification and by access to public facilities to City, schools and hospitals. The ADA Transition Plan is on website. City Manager Williams stated 1,627 intersections will eventually be ADA accessible; 394 sections of blocks which will require sidewalks and ramps. Estimated cost for the transition is 9.6 million dollars. Priorities were based on ADA requisites. There being no further discussion, a roll call was taken: Commissioner Trujillo – Yes, Commissioner Campos – Yes, Commissioner Bengé – Yes, Commissioner Butcher – Yes, and Mayor Gandy – Yes. Motion was approved.

Consider Resolution 2015-73: Acceptance of NMDOT MAP Funds for Design and Reconstruction of North 17th Street from Avenue D to Jefferson Avenue: Mayor Gandy called for a motion. Commissioner Campos so moved to consider resolution 2015-73: acceptance of NMDOT MAP Funds for design and reconstruction of North 17th Street from Avenue D to Jefferson Avenue; Commissioner Trujillo seconded. Assistant City Manager Cobb addressed Commissioners of approval of resolution to authorize the Mayor permission to sign document for grant and explains in the agreement that the

City is responsible to follow the procurements codes. There being no further discussion, a roll call was taken: Commissioner Trujillo – Yes, Commissioner Bengé – Yes, Commissioner Campos – Yes, Commissioner Butcher – Yes, and Mayor Gandy – Yes. Motion was approved.

Consider Award of Uniform Cleaning Bid: Mayor Gandy called for a motion. Commissioner Trujillo so moved to consider award of uniform cleaning bid; Commissioner Campos seconded. City Manager Williams addressed Commissioners bid for uniform cleaning services for the Fire and Police Departments; contract is for a period of two years. City Manager Williams stated BeGeo Investments LLC dba Klean Machine price of \$2.50 per item and Adams Cleaners Inc. dba All American Cleaners price of \$2.75 per item. Recommendation to award bid to BeGeo Investments dba Klean Machine. There being no further discussion, a roll call was taken to award bid to Klean Machine: Commissioner Campos – Yes, Commissioner Bengé – Yes, Commissioner Butcher – Abstained, Commissioner Trujillo – Yes, and Mayor Gandy – Yes. Motion was approved.

Consider Approval of Accounts Payable: Mayor Gandy called for a motion. Commissioner Bengé so moved to approve the accounts payable; Commissioner Trujillo second. There being no further discussion, a roll call was taken: Commissioner Bengé – Yes, Commissioner Trujillo – Yes, Commissioner Butcher – Yes, Commissioner Campos – Yes, and Mayor Gandy – Yes. Motion was approved.

PUBLIC COMMENT:

Estella Garcia addressed Commissioners of water deposit of \$200.00 for tenant’s waiver, maintenance use of water, delinquent bills, and responsibility of over \$200.00 water usage. Commissioners and Staff agreed to add to agenda for next meeting to address concerns.

Flex Sonora addressed Commissioners with concerns of cost to build a carport and requirement of concrete driveway. Mr. Sonora asked Commissioners to consider giving him an opportunity to build the carport in phases. Commissioners agreed to consider building carport in phases with a reasonable timeframe and consider reviewing ordinance.

ADJOURNMENT: There being no further business the meeting adjourned at 6:23 p.m.

APPROVED: _____
SCOTTY GANDY, MAYOR

ATTEST: _____
CAROL ANN HOGUE, CITY CLERK

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: August 24, 2015



TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Water Policy and Deposits Discussion
DEPARTMENT: Executive
SUBMITTED BY: James R. Williams, City Manager
DATE SUBMITTED: August 19, 2015

STAFF SUMMARY:

Staff will provide a presentation that will cover water department policies in regards to rates, deposits, and rentals.

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: August 24, 2015

TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Resolution 2015- XX - Adopt GASB 54 accounting standards
DEPARTMENT: Finance
SUBMITTED BY: Gary Lee Chapman, Finance Director
DATE SUBMITTED: August 24, 2015

STAFF SUMMARY:

In March 2009, the Governmental Accounting Standards Board (GASB) issued Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions, which the City was required to implement the fiscal year ending June 30, 2011. It requires us to take action on fund balance classifications and to implement a policy on Committing and Assigning fund balances.

(The term "fund balance" is the difference between the assets and liabilities in a fund. Assets often include things like Land, Buildings, equipment, so Fund Balance is not the same as cash balance.)

FISCAL IMPACT:

REVIEWED BY: Gary Lee Chapman
(Finance Director)

None.

ATTACHMENTS:

GASB 54 Summary

Fund Balance Policy

RECOMMENDATION:

Adopt Resolution 2015-XX

Gary Lee Chapman
Department Head

James R. Williams
City Manager

FUND BALANCE RESERVE POLICY

POLICY:

The City utilizes a variety of accounting funds for accounting and budgeting for revenues and expenditures of the City. Appropriations lapse at each fiscal year-end. The City Commission authorizes continued appropriations for certain incomplete capital projects, other one-time projects and services that have not been billed. Remaining dollars left in each fund that are undesignated and unencumbered constitute available reserves of the City. It is appropriate that reserve policies for the City be established for each of the various funds, that the purpose of these reserves be designated, and that dollars available in excess of the reserve amounts be appropriately and effectively utilized. This policy governs the City's reserves as follows:

A. General Fund

The City will maintain a minimum fund balance of at least 30 percent of annual operating expenditures in the General Fund. This is considered the minimum level necessary to maintain the City's credit worthiness and to adequately provide for:

1. Economic uncertainties, local disasters, and other financial hardships or downturns in the local or national economy.
2. Contingencies for unseen operating or capital needs.
3. Cash flow requirements.

B. Economic Development Fund

Project spending in Economic Development fund fluctuates year-to-year depending upon the specific projects approved by the board many of which are grant funded. This being the case, it is recommended the City maintain \$100,000 available to cover matching funds.

C. Enterprise Funds

The City will maintain a minimum fund balance of at least 25% of annual operating expenditures.

D. Special Revenue

The City will maintain a minimum fund balance of at least 8% of annual operating expenditures.

Reserve levels will be reviewed annually during the budget process. Any recommended adjustments to reserve levels will be presented to City Commission for its consideration during the annual budget process. **DISCUSSION: What other events or emergencies would provide triggers to allow for decreasing reserves?**

COMMITMENTS AND ASSIGNMENTS OF FUND BALANCE:

Governmental Accounting Standards Board Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, provides the City with a method to self-classify fund balance for financial statement reporting purposes.

A. Committed Fund Balance

Fund balance may be committed to specific purposes using its highest level of decision-making authority, the City Commission. It is the City Commission's policy that commitments of fund balance for a fiscal year must be adopted by resolution prior to fiscal year end. Amounts that have been committed by the City Commission cannot be used for any other purpose unless the City Commission adopts another resolution to remove or change the constraint.

B. Assigned Fund Balance

The General Fund balance may be assigned for amounts the City Commission intends to use for a specific purpose. It is the City Commission's policy that assignments of fund balance for a fiscal year must be approved by minute-order of the City Commission prior to the fiscal year end. Any changes to assignments must also be made by minute-order of the City Commission.

It is the City Commission's policy to spend fund balance in the following order when amounts in more than one classification are available for a particular purpose:

1. Restricted Fund Balance – amounts constrained to specific purpose by their providers through constitutional provisions or enabling legislation. Examples include grants, bond proceeds and pass-through revenue from other levels of government.
2. Committed Fund Balance – amounts constrained to specific purpose by resolution of the City Commission.
3. Assigned Fund Balance – amounts in the General Fund that are intended to be used for a specific purpose, expressed by minute-order of the City Commission.
4. Unassigned Fund Balance - amounts available for any purpose in the General Fund.

BACKGROUND:

Reserves, rainy-day funds, or contingency funds are a prudent fiscal policy and an important credit factor in the analysis of financial analysis and management. Local governments have experienced much volatility in their financial stability due to the economy, natural disasters, terrorist attacks, and actions taken by state government that includes taking revenues from local governments to resolve state budget problems. Sound financial management includes the practice and discipline of maintaining adequate reserve funds for known and unknown contingencies. Such contingencies

include, but are not limited to: cash flow requirements, economic uncertainties including downturns in the local, state or national economy, local emergencies and natural disasters, loss of major revenue sources, unanticipated operating or capital expenditures, uninsured losses, tax refunds, future capital projects, vehicle and equipment replacement, and capital asset and infrastructure repair and replacement. The establishment of prudent financial reserve policies is important to ensure the long-term financial health of the City.

DRAFT

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: August 24, 2015



TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: City Vehicle Policy
DEPARTMENT: Executive
SUBMITTED BY: James R. Williams, City Manager
DATE SUBMITTED: August 20, 2015

STAFF SUMMARY:

Staff have prepared the attached draft of a vehicle use policy. This policy clarifies qualifications to drive City owned vehicles, general safety rules, as well as clarifying appropriate usage. In addition, this policy establishes the means by which employees assigned a take home vehicle will track its use. This is an IRS requirement because usage of this type is classified as a fringe benefit.

FISCAL IMPACT:

REVIEWED BY: Gary Lee Chapman
(Finance Director)

ATTACHMENTS:

Draft Vehicle Use Policy

RECOMMENDATION:

Information only. This policy will be presented to Commission at the next regular meeting for formal adoption.

Department Head

James R. Williams
City Manager

City Vehicle Use

Certain employees are required to use City-owned vehicles to carry out their duties. Any employee who operates a City vehicle must follow these rules:

1. Employee must possess a valid operator's license for the class of vehicle being driven.
2. Employee using the vehicle must be conducting City business.
3. Assignment of a specific City vehicle is neither a privilege nor a right of any City employee and shall be based on service delivery requirements.
4. Take-home City vehicle assignments must be reviewed and approved based on established and documented performance measures clearly indicating the public benefits derived from any authorized take-home assignments.
5. Employee must receive prior approval from Division Supervisor and City Manager before driving vehicle for personal use.
6. Employee is responsible for checking the vehicle at the beginning of each workday to assure that the vehicle is in good mechanical condition and properly equipped.
7. The driver of the City vehicle is responsible for the condition of the vehicle.
8. Employee(s) must wear seat belt(s) at all times while vehicle is in motion. The driver shall instruct any passenger to fasten seat belt before vehicle is in motion.
9. Employee must operate the vehicle in a safe manner conforming to traffic laws and road conditions.
10. All drivers and passengers shall comply with all applicable state and local traffic laws. The driver shall be personally liable for any criminal or civil penalty incurred.
11. Use of any tobacco or nicotine-containing product is prohibited in all City vehicles.
12. Employee shall not leave keys in vehicles for any reason. The only exception to this is ambulances and fire apparatus parked within the truck bays.
13. Flammables such as gasoline must be stored in approved containers for transport.
14. All accidents must be reported immediately.
15. Any employee who has an automobile accident caused by the employee must submit to a drug screen within two (2) hours of accident. In the event the

employee is injured and medical attention is required, the drug screen shall be administered at the hospital or urgent care.

Any violation of the rules listed above may result in disciplinary action up to and including termination.

Personal Use of Automobiles

1. Use of City vehicles for personal travel is not permitted unless the employee has the approval of the Division Supervisor and City Manager
2. Personal use of City vehicles is limited to commuting to and from the employee's workplace. The value of the commute will be \$1.50 per one-way trip, \$3.00 round-trip. If more than one employee commutes in the same vehicle, the \$1.50 is applied to each employee. Any changes to the value of the commute, per IRS code, will be applied.
 - a. The IRS allows for certain vehicles to be exempted from fringe benefit compensation consideration. That is, their use is deemed to be exclusively for City business purposes. The following types of "Qualified Non Personal Use" vehicles represent vehicles from a portion of the IRS list that may currently be in use by the City:
 - i. Clearly marked police and fire vehicles – A police or fire vehicle is a vehicle, owned or leased by the City, that is required to be used for commuting by a police officer or firefighter who, when not on a regular shift, is on call at all times.
 - ii. Unmarked vehicles used by law enforcement officers – use must be officially authorized, the vehicle must be owned or leased by the City, and the law enforcement officers must be full time employees of the City.
 - iii. Large cargo capacity vehicle – any vehicle designed to carry cargo with a loaded gross vehicle weight over 14,000 pounds.
 - b. Employees who drive City vehicles to commute must complete the time sheets indicating the number of days that they are using the automobile.
 - c. Only employees who are on call, or generally called out, are authorized to take home City vehicles. The employee must live within twenty (20) miles of the city limits.

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: August 24, 2015



TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Parks and Recreation Board Appointments
DEPARTMENT: Executive
SUBMITTED BY: James R. Williams, City Manager
DATE SUBMITTED: August 19, 2015

STAFF SUMMARY:

Per City Code, two members of the Parks and Recreation Board terms have expired. During the initial appointment of all board members, the terms were not identified by Commission. At the August 17, 2015 meeting of the Parks and Recreation Board, this issue was discussed and it was recommended that the two of the three remaining members, who are serving their initial terms, be chosen at random. The two members names that were picked by blind draw are Evelyn Holguin and Clint Laughrin. Both of these member wish to remain as board members.

These positions will be advertised. Final consideration will be presented to Commission at the September 14, 2015 Commission Meeting. Appointments will be for a three year term.

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: August 24, 2015

TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: 2017-2021 ICIP
DEPARTMENT: Executive
SUBMITTED BY: Jared Cobb, Assistant City Manager
DATE SUBMITTED: August 21, 2015

STAFF SUMMARY:

The Department of Finance and Administration strongly encourages municipalities to develop a 5-year Infrastructure Capital Improvement Plan (ICIP). This document provides an orderly process to plan for the replacement, repair, acquisition, and improvement of equipment and infrastructure.

A draft of the 2017-2021 ICIP was presented at the August 10 City Commission meeting for review and public comment. Nine projects have been added to the plan : Police Facility and Unit Equipment Upgrades (2017), Senior Center - Replace Tile Flooring (2017), Senior Center - Overlay Parking and Replace Sidewalks (2017), Senior Center - Replace Minivan and ADA Equipment (2017), Senior Center - Replace Minivan and ADA Equipment (2018), Senior Center - Walk-In Refrigerator/Freezer (2019), Senior Center - Tilting Braising Pan (2019), Senior Center - Dishwasher (2020), Senior Center - 40 Quart Standing 3-Speed Mixer (2020).

Please review, discuss, and recommend adjustments, as necessary.

FISCAL IMPACT:

REVIEWED BY: _____
(Finance Director)

Approval of the attached Resolution No. 2015-74 and 2017-2021 ICIP will allow the City to apply for state capital outlay funds, grants, and loans.

ATTACHMENTS:

Resolution No. 2015-74
2017-2021 ICIP

RECOMMENDATION:

Please review and recommend any changes. Subsequently, approve Resolution No.2015-74 and the 2017-2021 ICIP.



Department Head



City Manager

RESOLUTION NO. 2015-74

A RESOLUTION TO ADOPT THE 2017-2021 INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN (ICIP)

WHEREAS, the City of Lovington recognizes that the financing of public capital projects has become a major concern in New Mexico and nationally; and

WHEREAS, in times of scarce resources, it is necessary to find new financing mechanisms and maximize the use of existing resources; and

WHEREAS, systematic capital improvements planning is an effective tool for communities to define their development needs, establish priorities and pursue concrete actions and strategies to achieve necessary project development; and

WHEREAS, this process contributes to local and regional efforts in project identification and selection in short and long range capital planning efforts.

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 adopts the attached 2017-2021 Infrastructure Capital Improvement Plan, and it is intended that the Plan be a working document and is the first of many steps toward improving rational, long-range capital planning and budgeting for New Mexico's infrastructure.
2. This Resolution supersedes Resolution No. 2014-38.

APPROVED THIS 24th DAY OF AUGUST, 2015.

ATTEST:

SCOTTY GANDY, MAYOR

CAROL ANN HOGUE, CITY CLERK

2017-2021 ICIP

Year	Rank	Project Title	Est. Cost
2017	1	Reconstruct N. Commercial Bypass - Phase 2	1,000,000
2017	2	Lovington Sports Complex	800,000
2017	3	Replace Water Meters	1,080,000
2017	4	Industrial Park/Infrastructure Expansion	2,300,000
2017	5	Evidence Storage and Impound Lot	150,000
2017	6	Remodel Water Office Building	280,000
2017	7	Water Rights/Well Construction	6,000,000
2017	8	Develop Southwest Neighborhood Park	150,000
2017	9	Downtown Multi-Use Trail	935,340
2017	10	Central Plaza (Washington Avenue) - Phase 2	610,000
2017	11	Reconstruct McAlister Street	241,560
2017	12	Purchase Aerial Fire Apparatus	975,000
2017	13	Lea Theatre Rehabilitation	1,474,000
2017	14	Police Facility and Unit Equipment Upgrades	596,000
2017	15	Senior Center - Replace Tile Flooring	62,000
2017	16	Senior Center - Overlay Parking and Replace Sidewalks	120,000
2017	17	Senior Center - Replace Minivan and ADA Equipment	38,000
2018	1	Chaparral Park Amphitheater	250,000
2018	2	Repair Chaparral Park Fountain and Stream	287,500
2018	3	Library Facility Updates	200,000
2018	4	Apparatus Bay Exhaust System	250,000
2018	5	Replace Structure Fire Unit	400,000
2018	6	Replace Fire Rescue Vehicle	185,000
2018	7	Reconstruct Avenue R - Commercial to Main	599,878
2018	8	Reconstruct Adams St. - Main to Love	107,450
2018	9	Wastewater Front End Loader	250,000
2018	10	Senior Center - Replace Minivan and ADA Equipment	42,000
2019	1	Fire Station Construction	1,840,000
2019	2	Reconstruct N. 17th Street - Phase 2	2,250,000
2019	3	Reconstruct Washington Ave. - Love to East	130,475
2019	4	Reconstruct Central Ave. - Main to 9th	1,051,475
2019	5	Replace Structure Fire Apparatus (County)	400,000
2019	6	Build 3MG Water Storage Tank	3,535,000

2017-2021 ICIP

Year	Rank	Project Title	Est. Cost
2019	7	Screw Press for Sludge	270,000
2019	8	Central Plaza - Phases 3-5	1,215,354
2019	9	Senior Center - Walk-In Refrigerator/Freezer	6,000
2019	10	Senior Center - Tilting Braising Pan	15,000
2020	1	WWTP Plant Addition	80,500
2020	2	Reconstruct Jefferson Ave. - 13th to 17th	399,100
2020	3	Replace Wildland Fire Units	225,000
2020	4	Senior Center - Dishwasher	27,000
2020	5	Senior Center - 40 Quart Floor 3 -Speed Mixer	7,400
2021	1	Rebuild Lift Stations #3 and #5	67,000
2021	2	Reconstruct Urlacher St. - 9th to Apts.	571,020
2021	3	Remodel Dispatch Facility	37,500
2021	4	Replace Fire Department SCBAs	210,000
2021	5	WWTP Parking Lot	20,000
2021	6	Water Department Backhoe	120,000
2021	7	WWTP SRT Solar Dryer	1,000,000
2021	8	Extension of 13th Street from Jefferson to Avenue D	1,100,000

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM



MEETING DATE: August 24, 2015

TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Variance: 200 North Roosevelt
DEPARTMENT: Planning and Zoning Commission
SUBMITTED BY:
DATE SUBMITTED: August 19, 2015

STAFF SUMMARY:

The owner of property at 200 North Roosevelt Drive has request a variance that will allow for a twenty foot rear yard setback instead of the required twenty-two as required by LMC.

This issue was presented to the Planning and Zoning Commission on August 11, 2015 and it was recommended for approval.

As with any Planning and Zoning request, this item is being presented to Commission for final review and approval/denial. In the event the Commission desires to approve this request, the appropriate resolution has been provided.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

Aerial Photo
Sketch of home layout
Resolution

RECOMMENDATION:

Motion to approve resolution approving variance.

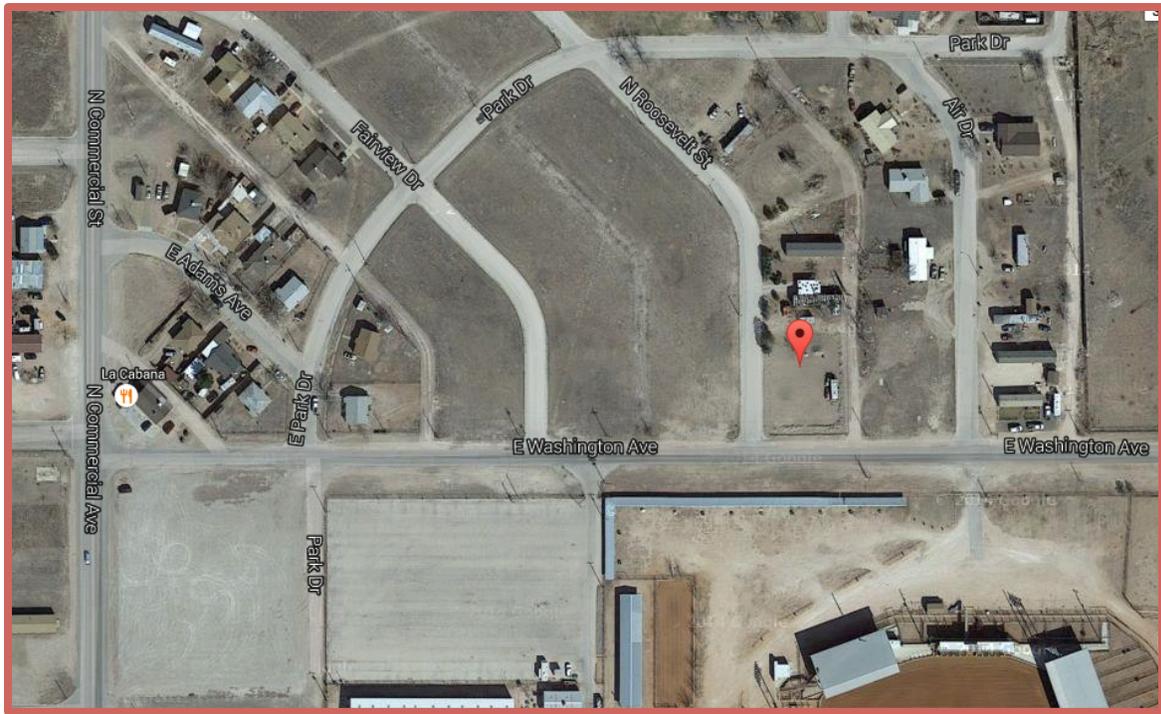
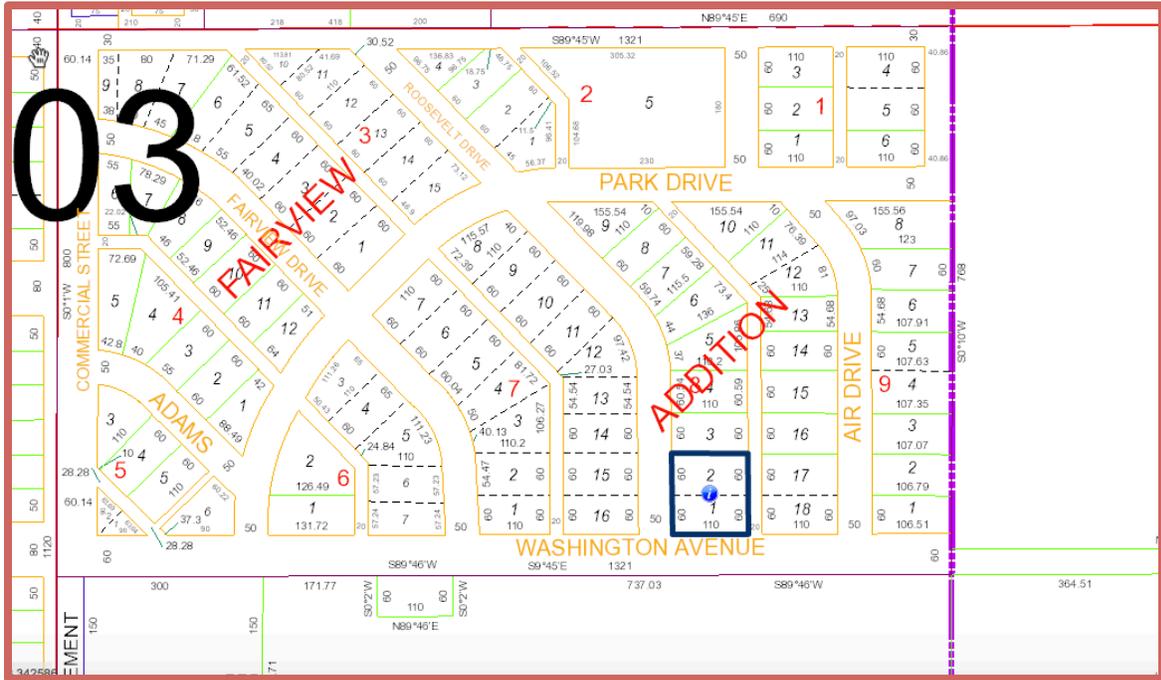
In the event that Commission wishes to approve this variance, please request a Resolution number from the City Clerk when making the final motion.

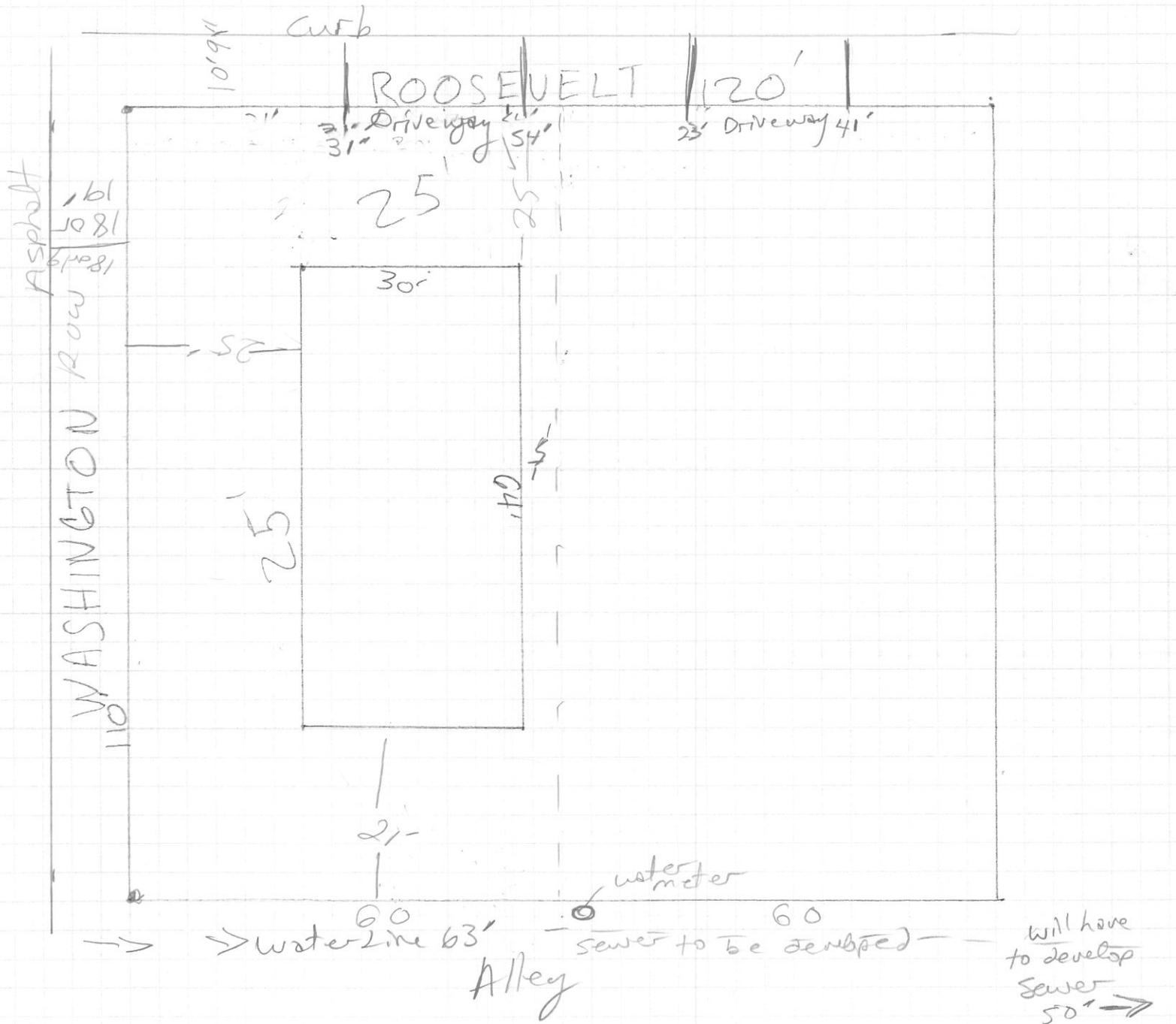
Department Head

James R. Williams

City Manager

200 North Roosevelt





will have to develop sewer 50' →

Scale 1" = 20'

RESOLUTION NO. 2015-_____

WHEREAS, the property located at 200 North Roosevelt, Lovington, New Mexico, legally described as Lot 1, Block 8, Fairview Addition to the City of Lovington is classified as Zone B – Multiple Dwelling; and

WHEREAS, the owner of said property is requesting a twenty (20) foot rear yard setback instead of the required thirty (30) feet or twenty percent of the length of the lot as required by Lovington Municipal Code; and

WHEREAS, this item was presented to the Lovington Planning and Zoning Commission at the August 11, 2015 regular meeting and did receive a recommendation for approval; and

WHEREAS, this item has been presented to the City Commission for their final consideration.

NOW, THEREFORE, BE IT RESOLVED, by the Lovington City Commission that a variance to the size of the rear yard setback is approved to be no less than twenty (20) feet for Lot 1, Block 8, Fairview Addition to the City of Lovington, Lea County, New Mexico.

DONE THIS 24TH DAY OF AUGUST, 2015 at

City of Lovington
New Mexico

Scotty Gandy, Mayor

ATTEST:

Carol Ann Hogue, City Clerk

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: August 24, 2015



TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Variance at 622 North Eddy
DEPARTMENT: Planning and Zoning Commission
SUBMITTED BY:
DATE SUBMITTED: August 19, 2015

STAFF SUMMARY:

The owner of the property at 622 North Eddy have requested a variance to allow for a 22 foot front yard setback instead of the required 25 foot per LMC.

The Planning and Zoning Commission heard this request at the August 11, 2015 meeting and recommended approval.

As with any Planning and Zoning request, this item is being presented to Commission for final review and approval/denial. In the event the Commission desires to approve this request, the appropriate resolution has been provided.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

Aerial Photo
Site plan
Resolution

RECOMMENDATION:

Motion to approve per Planning and Zoning recommendation.

In the event Commission wishes to approve this variance, please request a resolution number from the City Clerk when making the final motion.

Department Head

James R. Williams

City Manager

622 North Eddy



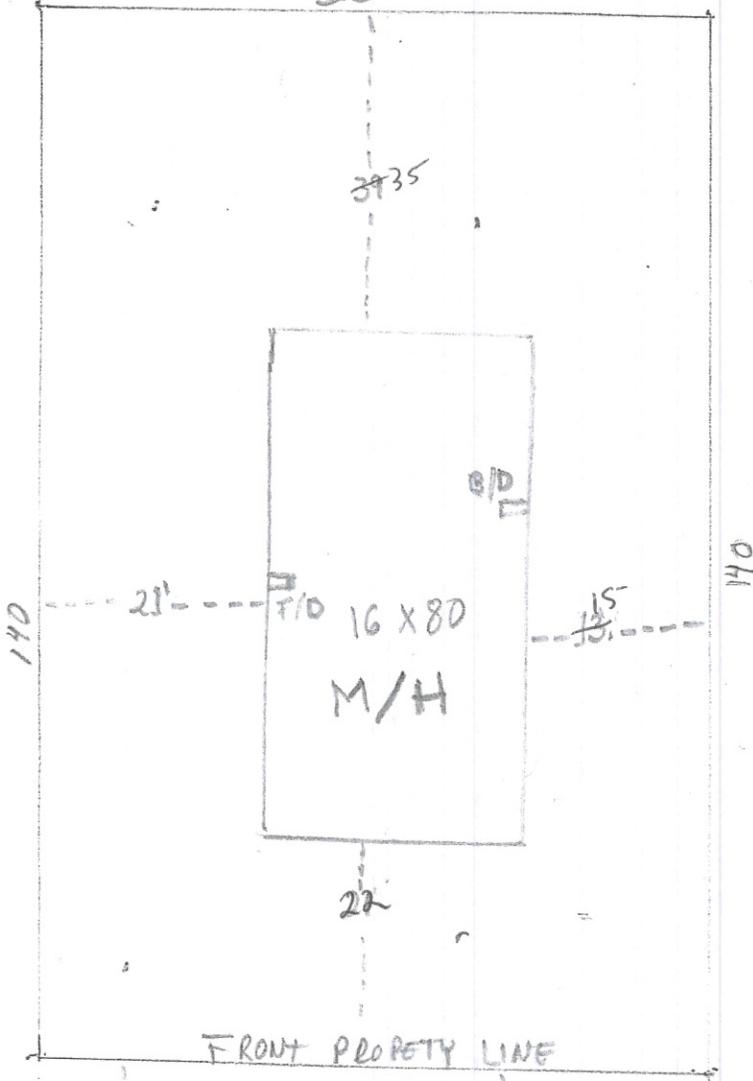
N ←

Alley

50

39'35"

Jackson

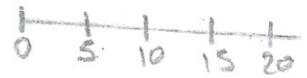


CURB

EDDY ST.

CURB

Scale 1" = 20'



Received MAH 6.10.15

RESOLUTION NO. 2015-_____

WHEREAS, the property located at 622 North Eddy, Lovington, New Mexico, legally described as Lot 6, Block 6, College Addition to the City of Lovington is classified as Zone C – Commercial; and

WHEREAS, the owner of said property is requesting a twenty-two(22) foot front yard setback instead of the required twenty-five (25) feet as required by Lovington Municipal Code; and

WHEREAS, this item was presented to the Lovington Planning and Zoning Commission at the August 11, 2015 regular meeting and did receive a recommendation for approval; and

WHEREAS, this item has been presented to the City Commission for their final consideration.

NOW, THEREFORE, BE IT RESOLVED, by the Lovington City Commission that a variance to the size of the front yard setback is approved to be no less than twenty-two (22) feet for Lot 6, Block 6, College Addition to the City of Lovington, Lea County, New Mexico.

DONE THIS 24TH DAY OF AUGUST, 2015 at

City of Lovington
New Mexico

Scotty Gandy, Mayor

ATTEST:

Carol Ann Hogue, City Clerk

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: August 24, 2015



TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Variance at 421 W. Tyler
DEPARTMENT: Planning and Zoning Commission
SUBMITTED BY:
DATE SUBMITTED: August 19, 2015

STAFF SUMMARY:

The owner of property located at 421 W. Tyler has requested a variance that will allow for a rear yard setback of 10 feet instead of the required 28 feet per LMC. In addition, the owner is requesting a 5 foot distance between the home and the accessory building instead of the required 10 feet.

The Planning and Zoning Commission heard this request at the August 11, 2015 meeting and recommended approval.

As with any Planning and Zoning request, this item is being presented to Commission for final review and approval/denial. In the event the Commission desires to approve this request, the appropriate resolution has been provided.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

Aerial photo
Site plan
Resolution

RECOMMENDATION:

Motion to approve variance per Planning and Zoning recommendation.

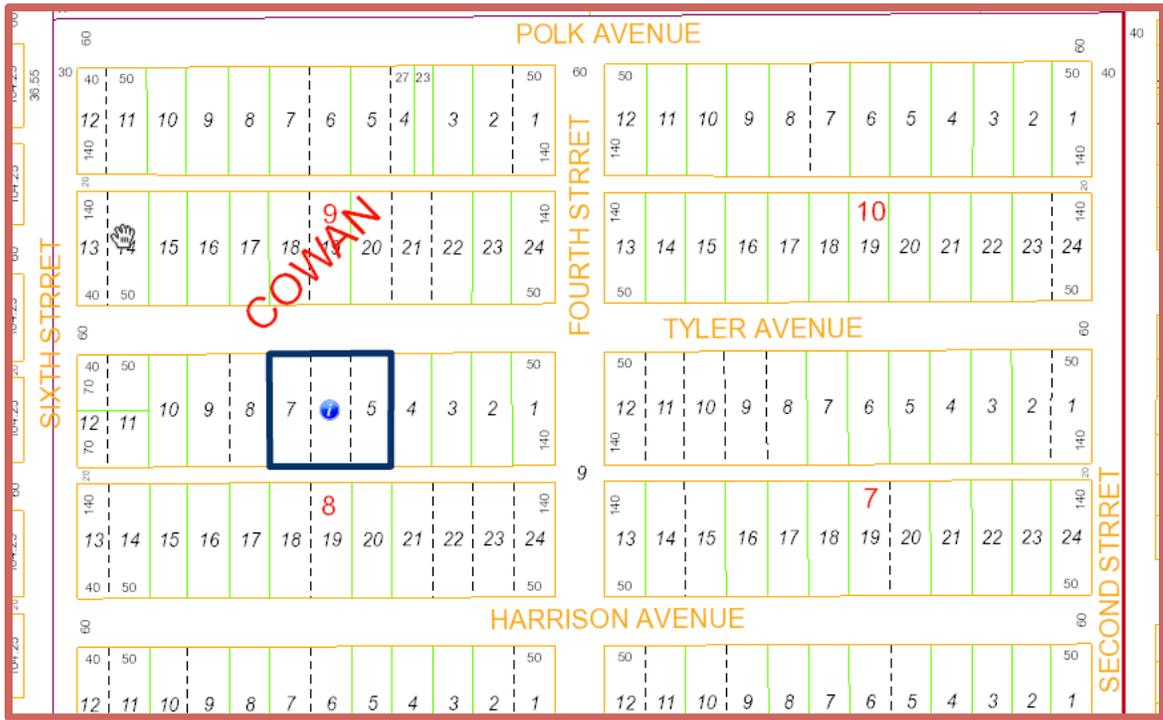
In the event that the Commission wishes to approve this variance, please request a Resolution number from the City Clerk prior to making the final motion.

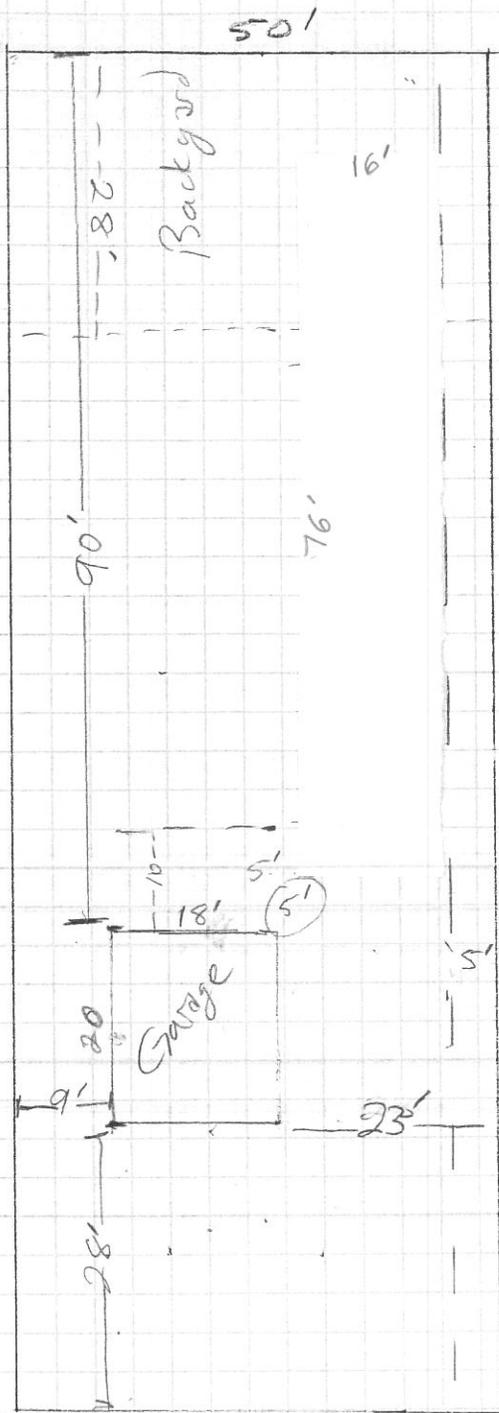
Department Head

James R. Williams

City Manager

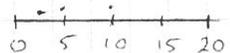
421 West Tyler





— CURB —

Scale 1" = 20'



RESOLUTION NO. 2015-_____

WHEREAS, the property located at 421 West Tyler, Lovington, New Mexico, legally described as Lot 5, Block 8, Cowan Addition to the City of Lovington is classified as Zone B – Multiple Dwelling; and

WHEREAS, the owner of said property is requesting a ten (10) foot rear yard setback instead of the required thirty (30) feet or twenty (20) percent of the lot length as required by Lovington Municipal Code; and

WHEREAS, the owner of said property is also requesting that the mobile home be placed five (5) feet from a rear yard accessory building instead of the required ten (10) feet; and

WHEREAS, this item was presented to the Lovington Planning and Zoning Commission at the August 11, 2015 regular meeting and did receive a recommendation for approval; and

WHEREAS, this item has been presented to the City Commission for their final consideration.

NOW, THEREFORE, BE IT RESOLVED, by the Lovington City Commission that a variance to the size of the rear yard setback is approved to be no less than ten (10) feet and the mobile home may be placed no less than five (5) feet from the rear yard accessory building for Lot 5, Block 8, Cowan Addition to the City of Lovington, Lea County, New Mexico.

DONE THIS 24TH DAY OF AUGUST, 2015 at

City of Lovington
New Mexico

Scotty Gandy, Mayor

ATTEST:

Carol Ann Hogue, City Clerk

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM



MEETING DATE: August 24, 2015

TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Avenue A vacate request
DEPARTMENT: Planning and Zoning Commission
SUBMITTED BY:
DATE SUBMITTED: August 19, 2015

STAFF SUMMARY:

The owner of the Lot 1, Block 18, of the East Addition has requested a vacation of a portion of Avenue A from Eddy Street to the Alley of East Eddy.

The Planning and Zoning Commission heard this request at the August 11, 2015 meeting and did not recommend approval.

As with any Planning and Zoning request, this item is being presented to Commission for final review and approval/denial. In the event the Commission desires to approve this request, the appropriate resolution has been provided.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

Aerial map
Resolution

RECOMMENDATION:

Deny request per the recommendation of the Planning and Zoning Commission.

Should the Commission desire approval, please request a Resolution number from the City Clerk when making final motion.

Department Head

James R. Williams

City Manager

Avenue A at Eddy Street



RESOLUTION NO. 2015-_____

WHEREAS, the property legally described as Lot 1, Block 18, East Addition to the City of Lovington is classified as Zone C – Commercial; and

WHEREAS, the owner of said property is requesting a vacation of a portion of Avenue A from Eddy Street to the alley located east of Eddy Street; and

WHEREAS, this item was presented to the Lovington Planning and Zoning Commission at the August 11, 2015 regular meeting and did not receive a recommendation for approval; and

WHEREAS, this item has been presented to the City Commission for their final consideration.

NOW, THEREFORE, BE IT RESOLVED, by the Lovington City Commission that the requested portion of Avenue A be vacated from Eddy Street to the alley located east of Eddy Street.

DONE THIS 24TH DAY OF AUGUST, 2015 at

City of Lovington
New Mexico

Scotty Gandy, Mayor

ATTEST:

Carol Ann Hogue, City Clerk

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: August 24, 2015



TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Eddy Street Right of Way vacation
DEPARTMENT: Planning and Zoning Commission
SUBMITTED BY:
DATE SUBMITTED: August 19, 2015

STAFF SUMMARY:

The owner of the tract of land located at 320 East Madison has requested the vacation of a 40 foot by 300 foot City right of way (platted as Eddy street, between Madison and Jefferson Avenue). The portion being vacated has not been built.

The Planning and Zoning Commission heard this request at the August 11, 2015 meeting and recommended approval.

As with any Planning and Zoning request, this item is being presented to Commission for final review and approval/denial. In the event the Commission desires to approve this request, the appropriate resolution has been provided.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

Aerial of site
Preliminary replat
Resolution

RECOMMENDATION:

Motion to approve the vacation.

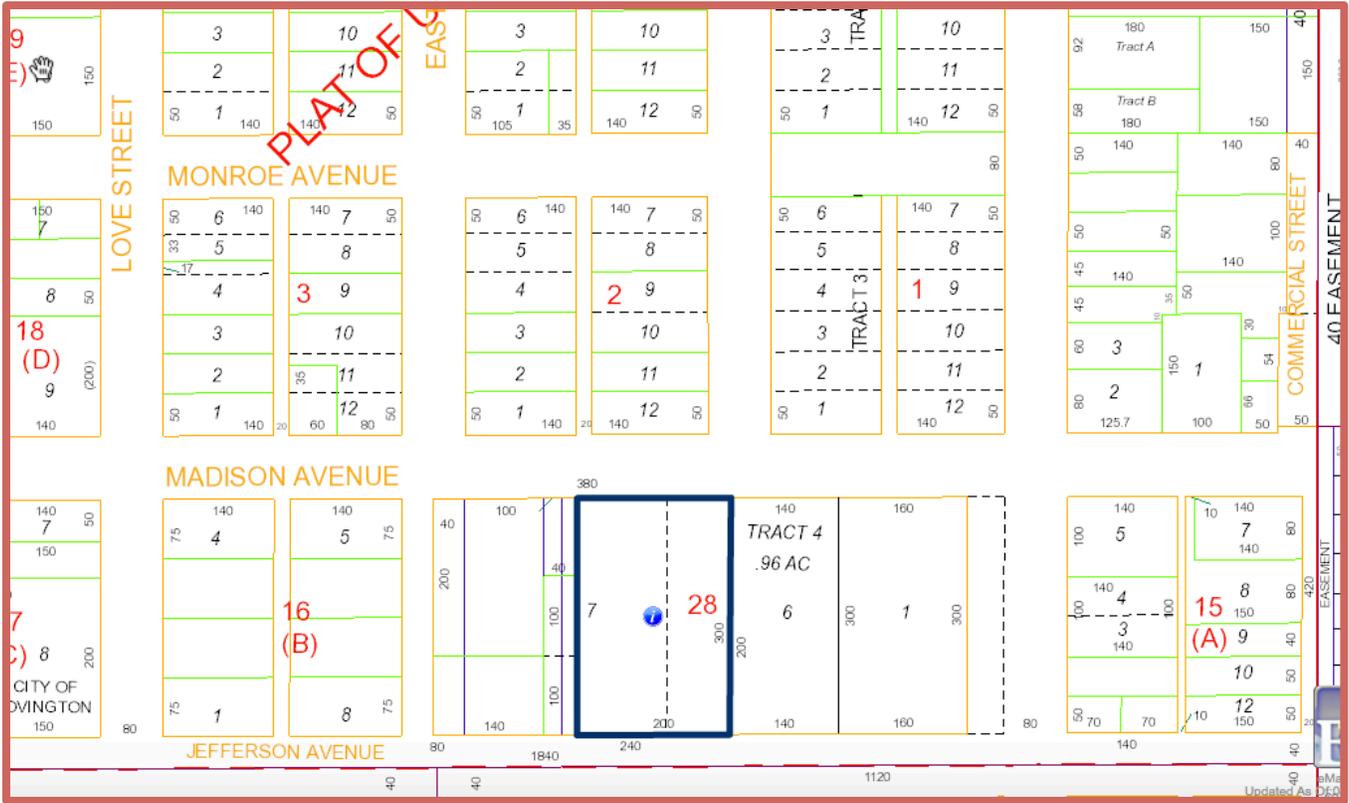
Should Commission desire approval, please request a Resolution number from the City Clerk when making the final motion.

Department Head

James R. Williams

City Manager

Vacate Portion of North Eddy Between Madison Avenue & Jefferson Avenue Maps



COLLEGE ADDITION, BLOCK 28, PRELIMINARY REPLAT OF
THE EAST 1.38 ACRES

LYING IN THE NW/4 OF SECTION 3, TOWNSHIP 16 SOUTH, RANGE 36 EAST, LEA COUNTY, N.M.

OWNERS STATEMENT AND AFFIDAVIT
STATE OF NEW MEXICO
COUNTY OF EDDY

THE UNDERSIGNED BEING FIRST DULY SWORN ON OATH, STATE:

AS OWNERS AND PROPRIETOR I HAVE OF MY OWN FREE WILL AND CONSENT CAUSED THIS PRELIMINARY REPLAT WITH ITS TRACTS AND EXISTING ROAD RIGHT-OF-WAY AND EASEMENTS TO BE PLATTED. THE PROPERTY DESCRIBED ON THIS PLAT LIES WITHIN THE PLANNING AND PLATTING JURISDICTION OF THE CITY OF LOVINGTON, LEA COUNTY, NEW MEXICO.

DANIEL VALDEZ

ACKNOWLEDGMENT
STATE OF NEW MEXICO
COUNTY OF LEA

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THIS _____ DAY OF _____ 2016 BY DANIEL VALDEZ.

MY COMMISSION EXPIRES:

NOTARY PUBLIC

SURVEYOR'S CERTIFICATION

I, CHAD HARCROW, A NEW MEXICO REGISTERED PROFESSIONAL SURVEYOR CERTIFY THAT I DIRECTED AND AM RESPONSIBLE FOR THIS SURVEY, THAT THIS SURVEY IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF, AND THIS SURVEY AND PLAT MEET THE MINIMUM STANDARDS FOR SURVEYING IN NEW MEXICO. IN WITNESS WHEREOF I HEREBY SET

HAND AND AFFIX MY OFFICAL SEAL THIS _____ DAY OF _____ 2015.



CHAD HARCROW N.M.P.S. NO. 17777

CERTIFICATE OF MUNICIPAL APPROVAL

I, JAMES R. WILLIAMS, CITY MANAGER FOR THE CITY OF LOVINGTON, LEA COUNTY, NEW MEXICO, DO HEREBY CERTIFY THAT THE FOREGOING PRELIMINARY PLAT, WITHIN THE CITY OF LOVINGTON, LEA COUNTY, NEW MEXICO, WAS REVIEWED AND DEEMED

COMPLIANT WITH THE MUNICIPAL REGULATIONS ON THE _____ DAY OF _____ 2015.

JAMES R. WILLIAMS, CITY OF LOVINGTON MANAGER

ATTEST: CAROL ANN HOGUE, CITY CLERK

ACKNOWLEDGMENT
STATE OF NEW MEXICO
COUNTY OF LEA

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME ON THIS _____ DAY OF _____ 2015 BY JAMES R. WILLIAMS AND CAROL ANN HOFUE.

MY COMMISSION EXPIRES:

NOTARY PUBLIC

INDEXING INFORMATION FOR COUNTY CLERK

OWNERS: DANIEL VALDEZ
SECTION: SECTION 3, TOWNSHIP 16 S, RANGE 36 E

SUBDIVISION: APO COLLEGE ADDITION

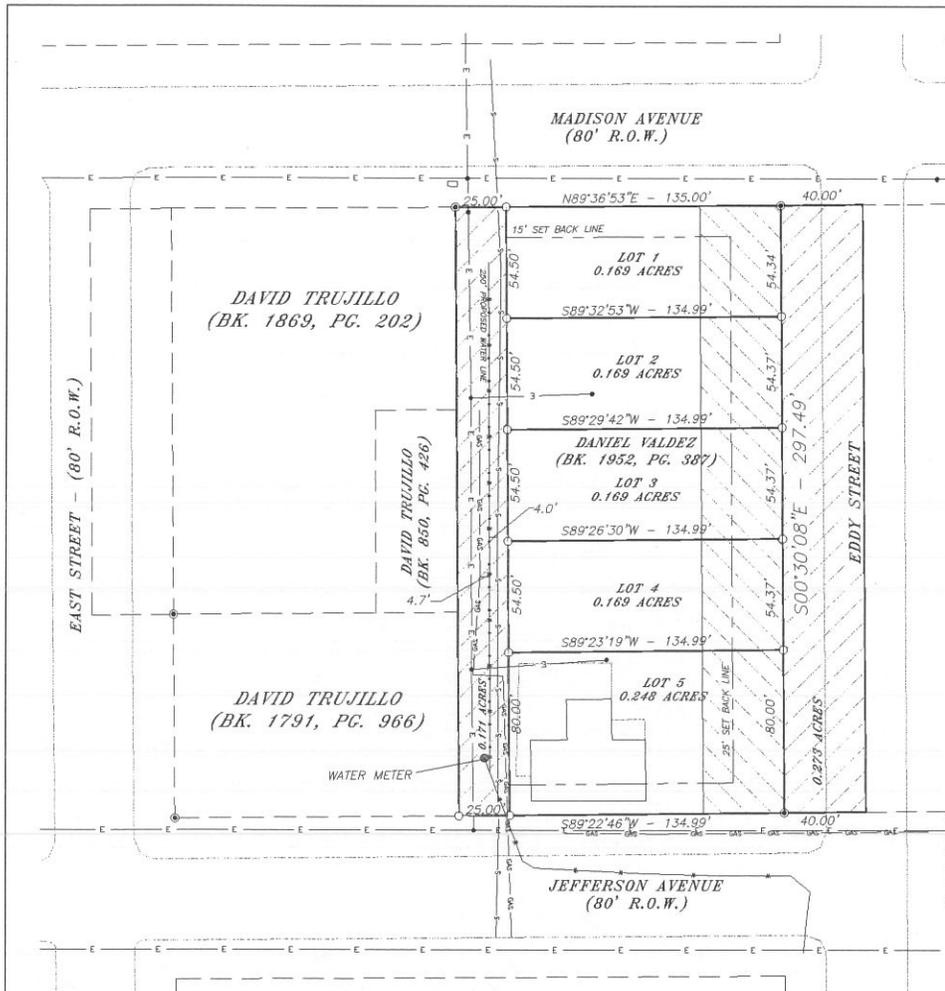
ACREAGE: LOT 1: .169 ACRES
LOT 2: .169 ACRES
LOT 3: .169 ACRES
LOT 4: .169 ACRES
LOT 5: .248 ACRES
LAND DEDICATED: .444 ACRES

TOTAL ACRES: 1.388 ACRES

HARCROW SURVEYING, LLC
2314 W. MAIN ST. ARTESIA, N.M. 82110
PH: (575) 746-2158 FAX: (575) 746-2158
c.harcrow@harcrowsurveying.com



40 0 40 80 FEET	
SCALE 1"=40'	
SURVEY DATE: MAY 16 2016	DRAFTING DATE: JUNE 25, 2016
APPROVED BY: CH	DRAWN BY: VD
DANIEL VALDEZ	
FILE: 16-507	
STATE OF NEW MEXICO, COUNTY OF LEA	LEA COUNTY SEAL
FILED FOR RECORD IN THE LEA COUNTY CLERK'S OFFICE ON THE	
_____ DAY OF _____ 2016.	
AT _____ A.M., P.M.	
CAR _____ SLIDE _____	
BOOK _____ PAGE _____	
PAT SNIPES CHAPPELLE, LEA COUNTY CLERK	
BY: _____	DEPUTY



LEGEND

- - DENOTES FOUND 5/8" STL. ROD W/CAP MKHD. "12348"
- - DENOTES SET 1/2" STL. ROD W/CAP MKHD. "HARCROW PLS 17777" OR PK. NAIL.
- - - - - DENOTES FENCE
- DENOTES ELECTRIC LINE W/POWERPOLE
- S— DENOTES SEWER LINE
- W— DENOTES EXISTING WATER LINE
- *— DENOTES PROPOSED WATER LINE
- ▨ DENOTES ALLEY AND THE R/2 OF A STREET EASEMENT TO BE DEDICATED TO THE CITY OF LOVINGTON AS PER THIS PLAT
- ▩ DENOTES W/2 OF A STREET EASEMENT TO BE VACATED

PROPERTY TO BE SUBDIVIDED:

THE FOREGOING PLAT OF A TRACT DESCRIBED BY DEED RECORDED IN BOOK 1862, PAGE 387 OF THE OFFICIAL RECORDS OF LEA COUNTY, NEW MEXICO.

SUBJECT TO RESERVATIONS, RESTRICTIONS, EASEMENTS OF RECORD AND IN OPEN VIEW AND EDDY COUNTY PROPERTY TAXES.

THIS PROPERTY IS IN FLOOD ZONE X as shown on the FEMA Flood Insurance Rate Map, Community-Panel Number: 35025C0956D, Map Effective: DECEMBER 16, 2008.

PURPOSE:

THE PURPOSE OF THIS PLAT IS TO DIVIDE A TRACT INTO 5 LOTS.

NOTE:

LOCATIONS OF UTILITIES ARE BASED ON ABOVE GROUND PHYSICAL EVIDENCE AND/OR ONE CALL MARKINGS.

BASIS OF BEARING:

BEARINGS SHOWN HEREON ARE MERCATOR GRID AND CONFORM TO THE NEW MEXICO COORDINATE SYSTEM "NEW MEXICO EAST ZONE" NORTH AMERICAN DATUM 1983. DISTANCES ARE SURFACE VALUES.

RESOLUTION NO. 2015-_____

WHEREAS, the owner of the tract of land at 320 East Madison submitted a preliminary plat in order to subdivide the property which was approved on July 27, 2015; and

WHEREAS, the owner of said property is requesting the vacation of approximately forty (40) feet by three hundred (300) feet of right of way platted as Eddy Street; and

WHEREAS, this item was presented to the Lovington Planning and Zoning Commission at the August 11, 2015 regular meeting and did receive a recommendation for approval; and

WHEREAS, this item has been presented to the City Commission for their final consideration.

NOW, THEREFORE, BE IT RESOLVED, by the Lovington City Commission that:

1. The specified Eddy Street right of way between Madison Avenue and Jefferson Avenue, located on the eastern portion of Block 28, College Addition to the City of Lovington, Lea County, New Mexico be vacated; and
2. The owner of this lot and block will be responsible for the proper surveying and recording of this right of way vacation.

DONE THIS 24TH DAY OF AUGUST, 2015 at

City of Lovington
New Mexico

Scotty Gandy, Mayor

ATTEST:

Carol Ann Hogue, City Clerk

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM



MEETING DATE: August 24, 2015

TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Alley Vacation and Street Dedication
DEPARTMENT: Planning and Zoning Commission
SUBMITTED BY:
DATE SUBMITTED: August 19, 2015

STAFF SUMMARY:

The property owner of 400 N. East Street is requesting the vacation of a 20 foot alley easement as there are no utilities present. In addition, the owner is dedicating a portion of East Street for public use.

The Planning and Zoning Commission heard this request at the August 11, 2015 meeting and recommended approval.

As with any Planning and Zoning request, this item is being presented to Commission for final review and approval/denial. In the event the Commission desires to approve this request, the appropriate resolution has been provided.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

Aerial of site
Vacation and Dedication Plat
Resolution

RECOMMENDATION:

Motion to approve per Planning and Zoning recommendation.

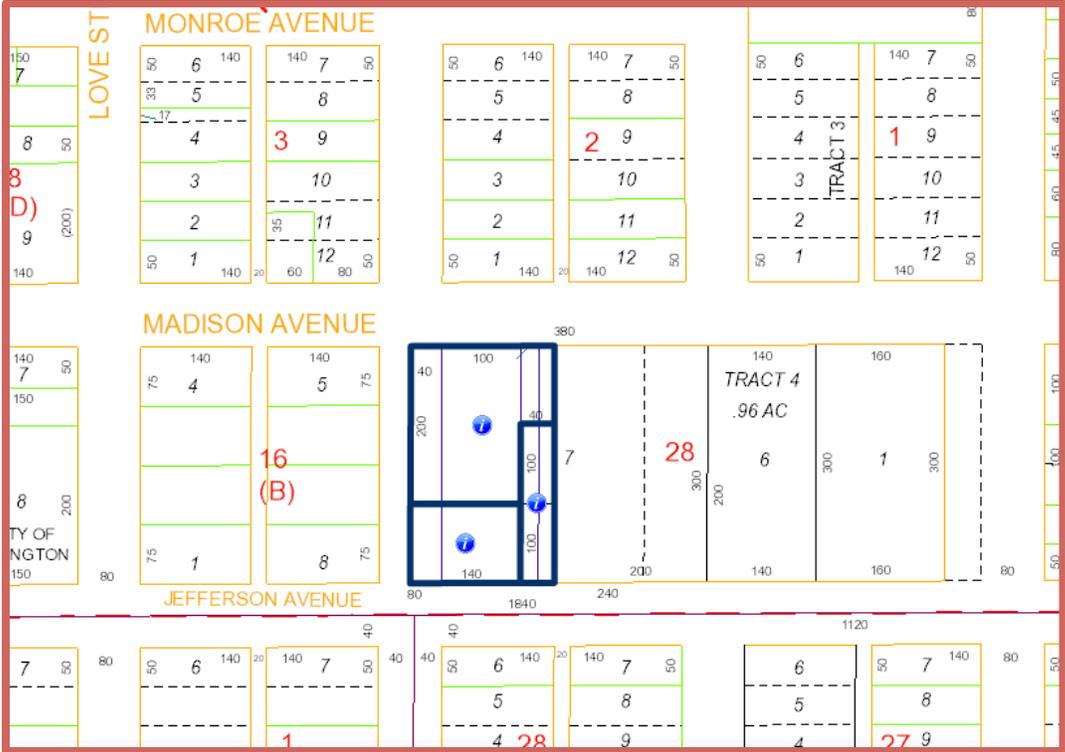
Should Commission desire approval, please request a Resolution number from the City Clerk when making the final motion.

Department Head

James R. Williams

City Manager

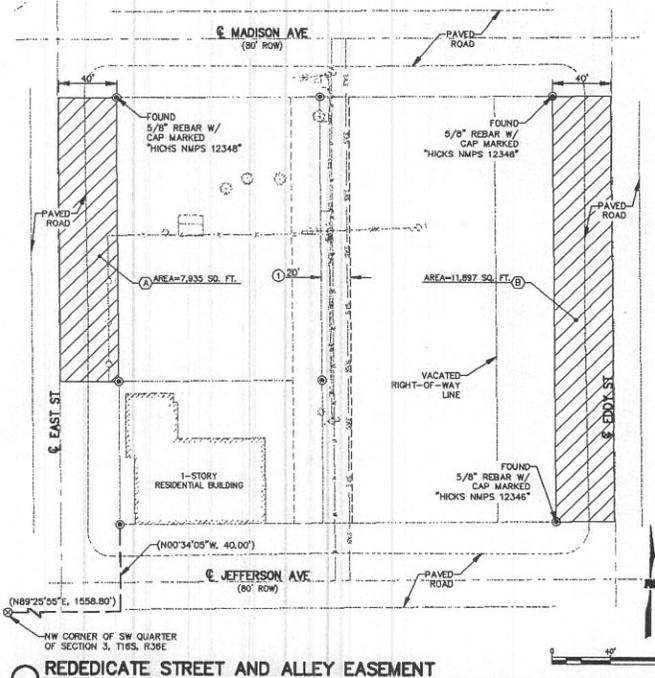
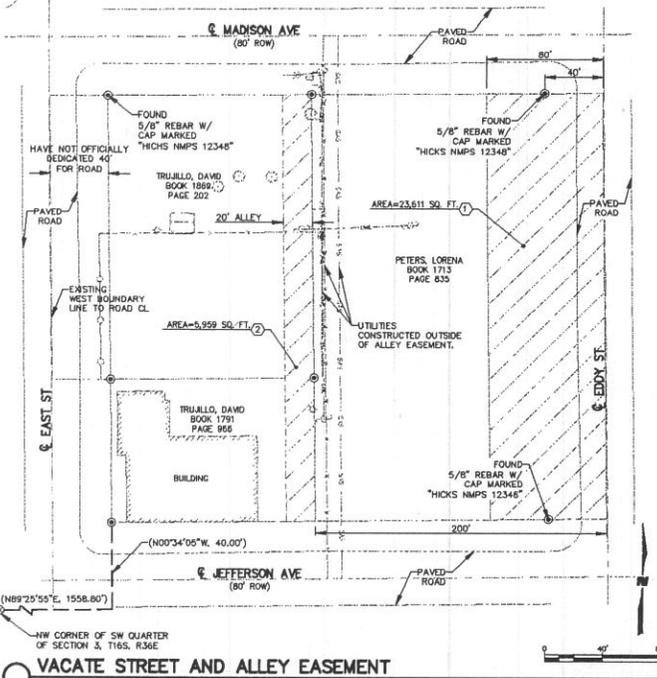
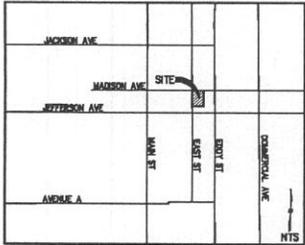
East & Madison Replat Maps



**DRAFT
VACATION AND REDEDICATION PLAT
OF A STREET AND ALLEY EASEMENT LOCATED IN LOT 7 OF BLOCK 28, COLLEGE ADDITION
LOVINGTON, NEW MEXICO**

DOCUMENTS FOR REFERENCE:

1. PLAT TITLED "BOUNDARY SURVEY A TRACT OF LAND LOCATED IN NW1/4 SECTION 3, T16S, R36E, N.M.P.M., CITY OF LOVINGTON, LEA COUNTY, NEW MEXICO, A PART OF LOT SEVEN (7) BLOCK TWENTY-EIGHT (28) ASSESSOR'S PLAT OF THE COLLEGE ADDITION CITY OF LOVINGTON, LEA COUNTY, NEW MEXICO" BY WILLIAM M. HICKS, N.M.P.S. NO. 12348, DATED OCTOBER 3, 2012, PLAT RECORDED IN BOOK 149, PAGE 110, AS DOCUMENT NO. 48869, ON OCTOBER 5TH, 2012, IN THE LEA COUNTY CLERK'S OFFICE, NEW MEXICO.
2. STREET AND ALLEY EASEMENT TO THE CITY OF LOVINGTON A MUNICIPAL CORPORATION DEED FILED SEPTEMBER 19, 1961, BOOK 258, PAGE 443, UNDER DOCUMENT NO. 33955.
3. QUIT CLAIM DEED FILED DECEMBER 02, 2013, BOOK 1869, PAGE 202, UNDER DOCUMENT NO. 13407.
4. QUIT CLAIM DEED FILED JANUARY 20, 2011, BOOK 1713, PAGE 835, UNDER DOCUMENT NO. 28743.



VACATE STREET AND ALLEY EASEMENT

VACATED RIGHT-OF-WAY

- ① STREET RIGHT-OF-WAY VACATED PER THIS PLAT.
- ② ALLEY EASEMENT DEDICATED PER THIS PLAT.

DEDICATED RIGHT-OF-WAY

- Ⓐ DEDICATE PUBLIC RIGHT-OF-WAY TO THE CITY OF LOVINGTON PER THIS PLAT.
- Ⓑ DEDICATE PUBLIC RIGHT-OF-WAY TO THE CITY OF LOVINGTON PER THIS PLAT.

NEW EASEMENTS

- ① 20-FOOT ALLEY EASEMENT GRANTED TO THE CITY OF LOVINGTON PER THIS PLAT

NOTES:

1. ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES UNLESS NOTED OTHERWISE.
2. BASIS OF BEARING IS NAD83 (2011) (EPOCH 2010.0000) NEW MEXICO STATE PLANE ZONE.

LEGEND

- ⊙ FOUND PROPERTY CORNER AS NOTED
 - SET 18" 5/8" REBAR WITH BLUE PLASTIC CAP MARKED "F&C, PS 22909"
 - ⊕ CALCULATED CORNER
 - ⊗ GAS METER
 - ⊙ GATE
 - WOOD FENCE
 - CHAIN LINK FENCE
 - WATER LINE
 - SANITARY SEWER
 - GAS LINE
 - OVERHEAD ELECTRIC
 - POWER POLE
 - ⊙ LIGHT POLE
 - ⊙ CITY MIRE
 - ⊙ SANITARY SEWER MH
 - TREE
- (N00°00'00", 00.00') RECORD BEARING & DISTANCE
(N00°00'00", 00.00') MEASURED BEARING & DISTANCE

OWNERS STATEMENT:

DEDICATE RIGHT-OF-WAY AND GRANT AND EASEMENT LOCATED IN SECTION 03, TOWNSHIP 16 SOUTH, RANGE 36 EAST, N.M.P.M., LEA COUNTY, NEW MEXICO. SAID DEDICATION AND EASEMENT IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNER(S) THEREOF, AND IS SURVEYED AND SUBDIVIDED AS THEY APPEAR ON THE PLAT AFFIXED HEREIN.

DAVID A. TRUJILLO, LAND OWNER

LORENA PETERS, LAND OWNER

ACKNOWLEDGEMENT:

STATE OF NEW MEXICO)
JSS.
COUNTY OF LEA)
ON THIS _____ DAY OF _____ 2015, BEFORE ME PERSONALLY APPEARED _____ KNOWN TO ME TO BE THE PERSON(S) 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

SURVEYOR'S CERTIFICATION

I, ROBERT J. FIERRO, NEW MEXICO PROFESSIONAL SURVEYOR NO. 22909, DO HEREBY CERTIFY THAT THIS PLAT OF SURVEY WAS PREPARED FROM FIELD NOTES OF AN ACTUAL GROUND SURVEY PERFORMED BY ME OR UNDER MY SUPERVISION, THAT IT ACCURATELY MEETS THE STANDARDS FOR LAND SURVEYS IN NEW MEXICO AS ADOPTED BY THE NEW MEXICO STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND PROFESSIONAL SURVEYORS.

ROBERT J. FIERRO, N.M.P.S. No. 22909



Date _____

Fierro & Company
ENGINEERING | LAND SURVEYING
2929 COORS BLVD N.W.
SUITE 307-B
ALBUQUERQUE, NEW MEXICO 87120
PH (505) 352-8830
www.fierrocompany.com

OWNER:	DAVID A. TRUJILLO
PROJECT NO.:	15223
FIELD WORK BY:	RJF
DRAWN BY:	OR
CHECKED BY:	RJF
SCALE:	1:30
DATE:	JUNE 2015
SHEET:	1 OF 1

STATE OF NEW MEXICO COUNTY OF LEA FILED	
_____ 2015,	
AT _____ O'CLOCK _____ M AND RECORDED IN	
BOOK _____	
PAGE _____	
PAT CHAPPELLE, LEA COUNTY CLERK	
BY _____ DEPUTY	

C:\Users\jferro\Desktop\PROJECTS\SURVEYING\DATA\15223\F001.dwg 17:20:05 2/16/2015

RESOLUTION NO. 2015-_____

WHEREAS, the owner of the tract of land at 400 North East Street, legally described as Lot 7, Block 28, College Addition to the City of Lovington has submitted a request to replat the western portion of Block 28; and

WHEREAS, the owner of said property is requesting the vacation of an existing twenty (20) foot alley easement; and

WHEREAS, review of the area has revealed no existing utilities are present in the platted easement; and

WHEREAS, the owner of said property will by this plat dedicate a portion of East Street for public use; and

WHEREAS, this item was presented to the Lovington Planning and Zoning Commission at the August 11, 2015 regular meeting and did receive a recommendation for approval; and

WHEREAS, this item has been presented to the City Commission for their final consideration.

NOW, THEREFORE, BE IT RESOLVED, by the Lovington City Commission that:

1. The specified alley be vacated by the City of Lovington; and
2. The owner of this lot and block will be responsible for the proper surveying and recording of this right of way vacation and any other easements or right-of-ways dedicated for public use..

DONE THIS 24TH DAY OF AUGUST, 2015 at

City of Lovington
New Mexico

Scotty Gandy, Mayor

ATTEST:

Carol Ann Hogue, City Clerk

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: August 24, 2015



TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Accounts Payable
DEPARTMENT: Finance
SUBMITTED BY: Gary L. Chapman, Finance Director
DATE SUBMITTED: August 21, 2015

STAFF SUMMARY:

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

FISCAL IMPACT:

REVIEWED BY: Gary Lee Chapman
(Finance Director)

See Accounts Payable detail.

ATTACHMENTS:

Accounts Payable - General Fund
Accounts Payable - Utilities Fund

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 CCMeeting - General
From 8/1/2015 Through 8/30/2015

101 - General Fund

Vendor Name	Dept Code	Current Balance
3 M Cogent		8.30
Accounting & Consulting Group		5,713.54
Action Express Steam Cleaning		853.97
Alsco		855.96
America Supply, LLC		188.94
Art's D.O.T & Safety Lovington		155.51
Artesia Fire Equipment		86.00
Atco International		213.00
Betsy Ross Flag Girls, Inc.		403.80
Blaine Industrial Supply		630.39
Bob's Thriftway		605.03
Bound Tree Medical, LLC		133.32
Brandon Dew		1,312.00
Bruce's Pest Control		185.88
C & S Motor Parts Co.		616.62
Camco		759.59
CNM Electric LLC		5,521.00
Comp-Ray, Inc		69.55
Cowboys Corner		29.90
Dept. of Public Safety		210.00
Farmer Brothers Company		57.51
Federal Express Services		54.80
Fernandez Lawn Care		1,094.32
Forrest Tire Co.		703.39
Galls/Quartermaster		75.29
Gebo Credit Corporation		535.07
Gempler's, Inc		542.70
General Welding Supply		2,189.50
Haarmeyer Electric		372.60

City of Lovington (New)
Summary A/P Ledger - A/P Summary CMeeting - General
From 8/1/2015 Through 8/30/2015

Heidel, Samberson, Newell ,Cox	9,448.20
Higginbotham-Bartlett Co.	1,798.12
High Plains Refrigeration, Inc	128.18
Hobbs News-Sun	111.62
Hospital Services Corporation	277.20
Justice Towing and Recovery	1,174.71
KLEA Radio	550.00
Kleen-Tech Services Corp.	5,489.76
Lea County Board of Commission	7,290.23
Lea County Septic Tank Service	87.30
Lea County Treasurer	2,587.25
Life-Assist, Inc.	569.03
Lovington Auto Supply	730.02
Lovington Chamber of Commerce	1,000.00
Lovington Leader	605.66
Lovington Tire Service	1,053.29
Lovington Veterinary	145.00
Master Plumbers	450.45
Med-Vet International	789.04
Mustang Country	2,522.01
MWI Veterinary Supplies	927.42
New Mexico Jr. College	2,370.00
Pro-Treat Power Equipment	1,637.88
Ram Software Systems	1,850.00
Reid Insurance Group, Inc.	300.00
Roberts Oil & Lube	241.74
Rogers All Electric Service	1,561.08
Sonice Equipment Co.	59,715.03
SouthWest Vet Source	151.98
Staples Advantage	2,609.10
Strong Electric	4,574.04
Stryker Finance	22,702.81

City of Lovington (New)
Summary A/P Ledger - A/P Summary CCMeeting - General
From 8/1/2015 Through 8/30/2015

Sunbelt Pools, Inc.	6,274.83
SWAT, LLC	181.58
SYSCO West Texas, Inc.	1,170.02
Tautfest Plumbing Co.	1,213.16
Triple M Recreation LLC	2,043.73
U S Food Service	1,517.78
Unifirst Corp.	582.84
Valentine Auto Service	1,093.21
Watermaster Irrigation Supply	286.40
Zia Consulting, Inc.	<u>535.00</u>
Report Balance	<u><u>174,524.18</u></u>

City of Lovington (New)
Summary A/P Ledger - A/P Summary CCMeeting - Water
From 8/1/2015 Through 8/30/2015

505 - Water & WasteWater
Vendor Name

Current Balance

Accounting & Consulting Group	2,943.34
Advanced Analysis, Inc.	1,718.84
Bob's Thriftway	204.85
C & S Motor Parts Co.	72.07
California Cont. Supplies, Inc	839.76
Dana Kepner Co.	447.67
Gebo Credit Corporation	11.96
General Mailing & Shipping	23.49
General Welding Supply	85.00
Haarmeyer Electric	3,748.83
Higginbotham-Bartlett Co.	975.39
Industrial Muncipal Products	1,495.00
J & L Equipment	6,740.88
Johnnie's Floral & Gifts	115.29
Lawn Patrol	1,090.12
Lea County Collision Center	264.53
Lovington Auto Supply	185.49
Lovington Leader	429.73
Lovington Tire Service	48.64
Marker Services, LLC	901.97
NMWWA-SE Section	36.00
NXKEM USA, LLC	1,448.73
Phoenix Enterprises, Inc	4,218.78
Polydyne Inc.	504.00
Solid Waste Authority	7,614.08
Stanley Convergent Security	619.00
Staples Advantage	56.16
Unifirst Corp.	299.55
Report Balance	<u>37,139.15</u>

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: August 24, 2015



TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Lodgers Tax Board Appointment
DEPARTMENT: Executive
SUBMITTED BY: James R. Williams, City Manager
DATE SUBMITTED: August 19, 2015

STAFF SUMMARY:

Shannon Pettigrew's term on the Lodgers Tax Board will expire in September. Mrs. Pettigrew is still wishing to serve on the board.

The position has been advertised and staff have not received any additional interest in this position.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

RECOMMENDATION:

Motion to re-appoint Shannon Pettigrew to the Lodgers Tax Board.

Department Head

James R. Williams

City Manager