

**CALLED MEETING OF THE CITY COMMISSION
MONDAY, APRIL 20, 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, Finance Director Gary Chapman, Police Chief David Rodriguez, City Clerk Carol Ann Hogue, and Administrative Assistant Anna Juarez

Department Heads: Wyatt Duncan- Water Supervisor, Miguel DeLaCruz – Wastewater Supervisor, Carl Weaver – Street/Solid Waste Supervisor, Danny Reynolds – Cemetery Supervisor, Laura Brock – Animal/Code Enforcement Supervisor, Terrance Lizardo – Fire Chief, Dennis Martin – Parks Supervisor, Jesse Munoz – Recreation Supervisor, Jami Bailey – Youth Center Director, Norma Vejil – Senior Center Director, Tueredia McBride – Library Director, Maria Hernandez – MVD Supervisor, Merideth Hildreth – City Planner, and Nellie Stroh & Monica Velasquez – Municipal Department

Invocation: Commissioner Campos gave the invocation

NON-ACTION ITEMS:

Discussion of FY 15/16 Budget Work Session: City Manager Williams thanked the Department Heads and the City staff for all their hard work getting the budget done. Revenue in the General Fund 6.3% based on Finance Director Chapman's formula using GRT from last year's oil decline and doubled the amount. City Manager Williams stated some funds were shifted for example: the travel expenses for City Clerk and Commissioners were out of finance and added to legislative to help keep track of transfers coming in and out; changes are audit driven. The proposed transferred amount of \$579,995 from the salt water fund will help pay for part of the communication tower.

With proposed budget it is not eliminating any personnel, any vacancies will be taken case by case. Shifting capital improvement funds expenses helped the City to be able to move capital projects that comply with ordinance adopted for the 3/8's bond, relieving the obligation from general fund. City Manager Williams informed Commissioners of added positions to benefit the City: Special Projects Assistant, Seasonal Aide at Youth Center, Public Works Director, Facilities Maintenance Position, and a part time employment to full time employment in the Judicial Department. Commissioner Butcher stated for the City of Lovington employees to be considered for new positions first; to look in house first.

City Manager Williams stated City is anticipating a 5% increase in insurance cost for this fiscal year. Commissioner Bengé asked about designated franchise; City Manager

Williams stated designated franchise is funds City receives from companies using easements. Franchise pays for Youth Center salaries. Commissioner Campos stated an increase in salary to City employees is a way of rewarding employees for their hard work, especially with the economy and increase in health insurance cost. City Manager Williams discussed new implementation for overtime for new fiscal year. City Manager Williams discussed increasing and decreasing of GRT; GRT fluctuations in other cities were the same.

The expenditures for the general fund summary are as follows:

- Judicial – \$112,483 budget request (25% increase), part time position changed to a full time municipal clerk position, shared public safety entryway doors
- Executive – \$242,783 budget request (27% increase) – personnel expense has increased due to the addition of the Executive Assistant salary being moved from the Finance Department to the Executive Department
- Legislative – \$190,266 budget request (152% increase) – consist of City Clerk, Lovington City Commission and Attorney, auxiliary & travel expenses
- MVD – \$163,016 budget request (7% increase), insurance cost, same budget
- Finance – \$2,753,156 budget request (-12% decrease), officer printer, pays multiple salaries, health insurance, retirement plans, accounting system and licensing's
- Parks – \$312,691 budget request (-46% decrease), MLK park restroom rehabilitation, Chaparral Park bridge repairs, park security camera project, mosquito sprayer purchase & installation, playground equipment, park irrigation, splash pad (ICIP List item)
- Recreation – \$339,489 budget request (-29% decrease), baseball complex restrooms and concessions, athletic field improvements, aquatic center security camera system
- Pool – \$117,530 budget request (-4% decrease), circulating pump, and camera system, curb for landscaping
- Museum – \$74,621 budget request (15% increase), utility cost and increase in health insurance
- Senior Citizens - \$416,527 budget request (12% increase), replace ice machine and exercise equipment, ac/heater installation
- Library - \$392,237 budget request (6% increase), utility cost and increase in health insurance
- Cemetery - \$220,454 budget request (-1% decrease), reconstruction of main road – Gum street to flag pole, replacement of flag pole
- Animal Shelter - \$139,000 budget request (84% increase), fencing large animal pen, mobile home exterior repairs (hail damage)
- Code Enforcement - \$121,777 budget request (-46% decrease), tracking software – warnings/violations
- Planning & zoning - \$167,194 budget request, consists of city planner & project assistant
- Police - \$2,682,226 budget request (-4% decrease), public safety facility entryway doors, service & desktop computer upgrades, purchase and equip patrol vehicles (5)

- Fire - \$1,478,499 budget request (15% increase), replace all self-contained breathing apparatus (SCBAs), public safety facility entryway doors, fire station design
- EMS - \$20,000 budget request (0% increase), NMDOT Grant, miscellaneous equipment replacement, powerload stretcher
- Ambulance – \$703,224 budget request (2% increase), total revenues \$551,010 (-6%) and total expenditures \$693,074 (0%), new ambulance
- Street - \$689,404 budget request (-9% decrease), compaction roller, salt spreaders (2), hot patch trailer, south commercial street repairs (FEMA), minor street improvement program, N.17th Phase 1, N. Commercial Street Phase 1
- Denton Building - \$15,100 budget request (-5% decrease), utility cost
- Troy Harris - \$23,800 budget request (16% increase), cleaning cost
- Economic Development - \$0 budget request (-100% decrease), budget moved to Troy Harris
- Special Recreation - \$53,400 budget request (-35% decrease), gymnasium improvements (cooling units & interior), implement enhanced summer programs for youth, decrease due to personnel cost moved to designated franchise
- Utilities Fund – total revenue \$3,458,529 (-34% decrease) and total expenditures \$4,176,081 (-26% decrease)
- Water Fund - \$3,092,761 budget request (-35% decrease), fencing water wells, radio read water meters, new water wells (3), water well replacement equipment, portion of public works director and facility maintenance position & vehicle, upgrade to utility billing computers
- Wastewater - \$1,083,320 budget request (22% increase), repair air line leak from digesters to blowers, sewer line camera system, portion of public works director and facility maintenance position & vehicle
- Solid waste - \$2,095,625 budget request (15% increase), convenience center fencing, dump trailers (2), portion of public works director and facility maintenance position & vehicle
- Correction – total revenues \$40,284 (-2% decrease) and total expenditures \$40,284 (-2% decrease)
- Fire Protection Fund - \$78,443 budget request (0% increase)
- Law Enforcement Protection - \$34,400 budget request (-17% decrease), equipping vehicles
- Lodger's Tax Act - \$75,000 budget request (4% increase)
- Special Gasoline Tax - \$350,000 budget request (43% increase), various street improvements
- Local Economic Development Act - \$354,070 - Lovington EDC, M&L Housing incentive, Lovington Trails Housing incentive, Industrial Park Development Plan
- Judicial Education Fees -\$6,140 budget request (0% increase), fees
- Court Automation Fees -\$12,358 budget request (0% increase), fees

Commissioners and Staff discussed demolition cost and drainage issue. Commissioner and Staff discussed police department IT upgrade, cost of police vehicles, policy and procedures, and penalty assessment implementation. City Manager Williams discussed Youth Center enhanced summer programs for youth.

City Manager Williams mentioned that the reserve is for 4 ½ to 5 months for about 45% and would like for the Commissioners to approve the budget on May 11, 2015 at the regular commission meeting.

Commission & Staff discussed salary percentage increase and health insurance premium increase; discussed options to offset health insurance cost.

Commissioners thanked department heads for their hard work.

PUBLIC COMMENT: None

ADJOURNMENT:

There being no further business the meeting adjourned at 7:32 p.m.

APPROVED: _____
SCOTTY GANDY, MAYOR

ATTEST: _____
CAROL ANN HOGUE, CITY CLERK