

**REGULAR MEETING OF THE CITY COMMISSION
MONDAY, SEPTEMBER 25, 2017 @ 5:30 P.M.
CITY COMMISSION CHAMBERS, 214 S. LOVE STREET**

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

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

Also Present: City Manager James Williams, City Attorney Patrick McMahon, Finance Director Gary Chapman, Chief of Police David Rodriguez, Fire Chief Terrance Lizardo, Public Works Director Wyatt Duncan, City Clerk Anna Juarez, and Administrative Assistant Joanna Barrera.

Invocation: Commissioner Butcher gave the invocation.

Pledge of Allegiance: Commissioner Butcher led the pledge.

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

Approval of the Regular Meeting Minutes of September 11, 2017: Mayor Campos called for a motion. Commissioner Sanchez so moved to approve the regular meeting minutes of September 11, 2017 as submitted; Commissioner Gandy seconded. Motion carried unanimously.

COMMISSIONER AND STAFF REPORTS:

- Public Works Director Duncan informed commissioners that the Polk Project Construction will begin on October 2, 2017. Completion date is set for January or February.
- Finance Director Chapman informed commissioners that accounts payables is not an action item in the agenda, due to being short staffed in the Accounting Department.
- Commissioner Butcher commended City Manager Williams on the organization of Movies by Moonlight.
- City Manager Williams informed commissioners that Movies at the Park Event will take place on October 19, 2017 for the Youth and October 26, 2017 a movie for Adult; a survey is taking place to let the community vote for a movie title.
- Carol Parish, Chairperson for the Lea County Memorial Committee, informed Commissioners that Commissioner Trujillo has offered a piece of land in City of Lovington to have a Veterans Memorial. Ms. Spears stated she is currently planning the memorial which will be a teaching memorial where veterans will share their stories with the community. Ms. Parish informed commissioners that all Soldiers and Veterans born, residing, or buried in Lea County will be honored in the memorial. Mayor Campos thanked Mrs. Spears for choosing City of Lovington to have the memorial.

- Lovington Chamber of Commerce Director Leslie introduced herself and informed commissioners that she looks forward to continue the work of the Chamber of Commerce and present new ideas for the City of Lovington and the Community. stated she looks forward to making an ambassador program and stated if anyone is interested in being an ambassador to go visit with her at the Chamber of Commerce.
- City Manager Williams informed commissioners that the Planning and Zoning Meeting on October 10, 2014 will be a joint Work Session with the City Commission and the Planning and Zoning Board; the meeting will take place at 5:30 p.m. in order to accommodate everyone's work schedule.
- City Manager Williams informed commissioners that NMDOT is hosting a meeting at the Lea County Museum on September 28, 2017 from 4:30 - 6:30 p.m. to discuss the ADA and sidewalk improvements that will take place in the fall of 2018 on Avenue D.
- City Manager Williams informed commissioners that appointments may be scheduled with Administrative Assistant Barrera for the Corporate Wellness Program.
- City Manager Williams informed Commissioners that City of Lovington was presented an award by MOA; with this award City of Lovington will be able to purchase a mosquito spraying unit through the Department of Health Grant.

PUBLIC COMMENT: No public comment was made.

NON ACTION ITEMS:

Discussion of Police Department Retention, Salary and Benefits: Chief of Police Rodriguez informed commissioners that in the last year and a half, nine Police Department officers have resigned from the Police Department to go work for other Lea County departments due to better pay and benefits. Chief of Police Rodriguez stated he would like to retain officers by offering a better salary and offering a better insurance plan. City Manager Williams presented other municipality's income, as well as retention options to commissioners. Commissioners discussed retention options presented by City Manager Williams. Mayor Campos thanked Chief of Police Rodriguez for his interest in the retention of Police Department Employees.

ACTION ITEMS:

Consider approval of Ordinance No. 554: Amends Title 2, Division V Boards and Commissions, Chapter 2.90 Parks and Recreation Board to include additional ex-officio members: Mayor Campos called for a motion. Commissioner Trujillo so moved to consider approval of Ordinance No. 554: Amends Title 2, Division V Boards and Commissions, Chapter 2.90 Parks and Recreation Board to include additional ex-officio members; Commissioner Gandy seconded. City Manager Williams informed commissioners that Ordinance 554 will amend the Lovington Municipal Code to allow for the designation of ex-officio members from recognized non-profit athletic leagues to the Parks and Recreation Board; this ordinance has been advertised and requires final Commission approval. There being no further discussion; motion carried unanimously.

Consider Resolution 2017-109: Approval to advertise an Ordinance to create Title 2, Division VI Administration and Personnel, Chapter 2.94 Code of Conduct of the Lovington Municipal Code: Mayor Campos called for a motion. Commissioner Butcher so moved to Consider Resolution 2017-109: Approval to advertise an Ordinance to create Title 2, Division VI Administration and Personnel, Chapter 2.94 Code of Conduct of the Lovington Municipal Code; Commissioner Sanchez seconded. City Manager Williams informed commissioners that Resolution 2017-109 authorizes the advertisement of the proposed Ordinance and sets the date for final consideration as October 30, 2017. City Manager Williams stated that staff has prepared a draft of Ordinance 555 which will create a new section of the LCM that includes Code of Conduct and meets or exceeds the requirements set forth in the State of NM Governmental Conduct Act. There being no further discussion; motion carried unanimously.

Consider Resolution 2017-110: Approval of a lease agreement between the City and Stryker Medical: Mayor Campos called for a motion. Commissioner Trujillo so moved to Consider Resolution 2017-110: Approval of a lease agreement between the City and Stryker Medical; Commissioner Sanchez seconded. City Manager Williams informed commissioners that Resolution 2017-110 will authorize the execution of lease equipment between the City and Stryker Medical. This lease will provide the Fire Department ambulances with ambulance stretchers and powerload systems. The current lease agreement has expired and the equipment is in need of replacement. City Manager Williams stated that this is a budgeted expense paid with the Ambulance Fund and EMS Grant. There being no further discussion; motion carried unanimously.

Consider Resolution 2017-111: Installation of stop signs at Avenue K and 13th Street: Mayor Campos called for a motion. Commissioner Sanchez so moved to Consider Resolution 2017-111: Installation of stop signs at Avenue K and 13th Street; Commissioner Butcher seconded. City Manager Williams informed commissioners that Resolution 2017-111 will authorize the placement of stop signs at the intersection of Avenue K and 13th Street. The signage is required due to the construction and development of Avenue K West of 13th Street. City Manager Williams stated this issue was presented to the Planning and Zoning Commission and they recommended the placement of the stop signs as presented on the attached aerial. Commissioner Sanchez asked if there are fire hydrants in the area. Public Works director Duncan stated that there is a fire hydrant on the corner of 11th Street and K Street and one on Avenue L and 17th Street, and that the placement of two fire hydrants is required in the new subdivision. There being no further discussion; motion carried unanimously.

Consider Resolution 2017-112: Vacation of East Adams Avenue between Eddy Street and Chaves Street: Mayor Campos called for a motion. Commissioner Butcher so moved to Consider Resolution 2017-112: Vacation of East Adams Avenue between Eddy Street and Chaves Street; Commissioner Sanchez seconded. City Manager Williams informed commissioners that Abel Cabello has requested the City to vacate a portion of East Adams Avenue, adjacent to his properties. The location of the requested vacation is East Adams Avenue from Eddy Street to the existing alley between Eddy and Chaves Streets. Both lots to the North and South of the portion of East Adams Avenue requested to be vacated are currently owned by Mr. Cabello. The

opposite side of E Adams Avenue was vacated on 1956. City Manager Williams explained the Vacation Exhibit and stated that the Planning and Zoning Board has recommended the approval of vacation of East Adams Avenue between Eddy Street and Chaves Street. Public Works Director Duncan stated that the City will be keeping the alley for access to run utilities. There being no further discussion; motion carried unanimously.

Consider Resolution 2017-113: Approval to advertise an Ordinance to adopt the 2017 Uniform Traffic Ordinance Amendments: Mayor Campos called for a motion. Commissioner Sanchez so moved to Consider Resolution 2017-113: Approval to advertise an Ordinance to adopt the 2017 Uniform Traffic Ordinance Amendments; Commissioner Gandy seconded. City Clerk Juarez informed commissioners that Resolution 2017-113 will authorize the advertisement of Ordinance 556 and update the Uniform Traffic Code. City Clerk Juarez informed commissioner of the changes to the Uniform Traffic Code. There being no further discussion; motion carried unanimously.

Consider Resolution 2017-114: Street Closure Permit October 21, 2017 for October Fiesta: Mayor Campos called for a motion. Commissioner Trujillo so moved Consider Resolution 2017-114: Street Closure Permit October 21, 2017 for October Fiesta; Commissioner Gandy seconded. City Manager Williams informed commissioners that Lovington MainStreet has requested the temporary closure of Main Street between Central and Washington, as well as Central Avenue and Washington Avenue between Main Street and Love Street. This is to accommodate the October Fiesta event on October 21, 2017; NMDOT approval is required for the closure of Main Street. Main Street Director Salcido informed commissioners that the October Fiesta will not be interfering with businesses hours; Quilt shop is the only business open on October 21, 2017 and signage for customer parking will be placed. Chief of Police Rodriguez stated that the street closure may cause traffic cluster and may limit emergency responses to calls. Commissioners discussed traffic concerns as well as options for traffic detour. Fire Chief Lizardo stated that the firefighters will use a different route for emergency responses. City Manager Williams suggested a detour accessing Commercial Street with a detour sign placed by Ferguson Construction and recommended omitting Item C from the resolution which will remove closure of Washington Avenue between Main Street and Love Street. Commissioner Trujillo amended motion to approve Resolution 2017-114 with the omission of Item C; Commissioner Sanchez seconded. A roll call vote was taken: Commissioner Sanchez - Yes, Commissioner Butcher - No; Commissioner Trujillo– Yes, Commissioner Gandy – Yes, and Mayor Campos - Yes. There being no further discussion; motion carried. EDC Director Evelyn Holguin informed commissioners that there will be activities, food vendors and music at the event.

Consider Resolution 2017-115: Consider LGRF Grant Extension: Mayor Campos called for a motion. Commissioner Trujillo so moved Consider Resolution 2017-115: consider LGRF Grant Extension; Commissioner Gandy seconded. City Manager Williams informed commissioners that due to the delays in land acquisition for drainage and the impact to the design, the phase II portion of the 17th reconstruction project cannot be completed within the time frame specified in our NMDOT LGRF grant agreement. Resolution 2017-115 will request and extension of time

to complete portions of the project. The extension is needed in order to preserve the \$37,500 in grant funding for the project. There being no further discussion; motion carried unanimously.

Consider Resolution 2017-116: Consider MAP Grant Extension: Mayor Campos called for a motion. Commissioner Sanchez so moved to Consider Resolution 2017-116: Consider MAP Grant Extension; Commissioner Butcher seconded. City Manager Williams informed commissioners that due to the delays in land acquisition for drainage and the impact to the design, the phase II portion of the 17th reconstruction project cannot be completed within the time frame specified in our NMDOT MAP grant agreement. Resolution 2017-116 will request and extension of time to complete portions of the project. The extension is needed in order to preserve the \$146,642 in grant funding for the project. There being no further discussion; motion carried unanimously.

CLOSED SESSION: At 6:31 p.m., Commissioner Trujillo moved to adjourn the Regular Session and convene in 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 – Possible transfer or sale of vacant City property and grant of easement on City land; Commissioner Sanchez seconded. A roll call vote was taken: Commissioner Gandy - Yes, Commissioner Trujillo - Yes; Commissioner Butcher – Yes, Commissioner Sanchez – Yes, and Mayor Campos - Yes.

OPEN SESSION: At 6:49 p.m., Commissioner Gandy so moved to adjourn the Closed Session and reconvene in Regular Session stating that matters discussed were limited only to those specified in the motion and no action was taken. Commissioner Trujillo seconded and a roll call vote was taken: Commissioner Butcher – Yes, Commissioner Trujillo - Yes; Commissioner Sanchez – Yes, Commissioner Gandy, and Mayor Campos – Yes.

Consider Resolution 2017-117: Execution of Electric Power Line Easement between the City of Lovington and Southwestern Public Service Company: Mayor Campos called for a motion. Commissioner Trujillo so moved to consider Resolution 2017-117: Execution of Electric Power Line Easement between the City of Lovington and Southwestern Public Service Company. Commissioner Trujillo seconded. There being no further discussion; motion carried unanimously.

ADJOURNMENT:

There being no further business, Mayor Campos called for a motion to adjourn. Commissioner Trujillo so moved to adjourn meeting; Commissioner Sanchez seconded. Meeting adjourned at 6:50 p.m.

APPROVED: _____
PAUL CAMPOS, MAYOR

ATTEST: _____
ANNA JUAREZ, CITY CLERK

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM



MEETING DATE: October 9, 2017

RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Fiscal Year 2018 Budget Adjustments
DEPARTMENT: Finance Department
SUBMITTED BY: Gary Lee Chapman, Finance Director
DATE SUBMITTED: October 9, 2017

STAFF SUMMARY:

In compliance with the New Mexico State Department of Finance (NMDFA), all impacts on our budget must be recognized and submitted to the NMDFA for their approval. As we have new agreements increasing our revenues, unanticipated grant expenditures, unplanned property condemnations, expense reallocations, addition of part-time staff in Code Enforcement and the Youth Center, unfreeze one Cemetery position and changes to employee compensation and benefits, we need your Commission approval of the budget impacts prior to submitting our First Quarter NMDFA report.

FISCAL IMPACT:

REVIEWED BY: Gary Lee Chapman
Finance Director

General Fund: Net increase of expenditures of: \$128,230
Gas Tax Fund: Net decrease of expenditures of: \$20,175
Solid Waste Fund: Net increase of expenditures of: \$841
Water & Wastewater Fund: Net increase of expenditures of: \$23,656
Ambulance Fund: Net increase of expenditures of: \$14,445

ATTACHMENTS:

Resolution 2017-118
NMDFA Schedule of Budget Adjustments/Resolution
Lovington BAR FY 17-18 (NMDFA required budget report)
Summary Affect of Budget Adjustments report

RECOMMENDATION:

Approve Resolution 2017-118

Gary Lee Chapman
Department Head

James R. Williams
City Manager

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

RESOLUTION NO. 2017-118

WHEREAS, THE City Commission of the City of Lovington meeting in regular session on October 9, 2017 did propose to make certain transfer(s);

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

<u>FUND / AND OR LINE ITEM INVOLVED</u>	<u>TO</u>	<u>FROM</u>
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SEE ATTACHED LISTING

WHEREAS, the reason for the above transfers are:

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

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

DONE THIS 9TH DAY OF OCTOBER, 2017.

PAUL CAMPOS, MAYOR

ATTEST:

ANNA JUAREZ, CITY CLERK

YEAR TO DATE RECAP WITH ADJUSTMENTS
ROUNDED TO NEAREST DOLLAR

FUND TITLE	FUND NUMBER	UNAUDITED BEGINNING CASH BALANCE @ JULY 1	INVESTMENTS	BUDGETED REVENUES	BUDGETED TRANSFERS	BUDGETED EXPENDITURES	ESTIMATED ENDING CASH BALANCE	LOCAL RESERVE REQUIREMENTS UNAVAILABLE FOR BUDGETING	ADJUSTED ENDING CASH BALANCE
GENERAL FUND - Operating (GF)	101	\$3,338,090	\$397,873	\$8,388,386	(\$337,500)	\$9,329,344	\$2,457,505	\$777,445	\$1,680,060
CORRECTION	201	\$136,599	\$0	\$35,000	\$0	\$35,000	\$136,599		\$136,599
ENVIRONMENTAL GRT	202	\$0	\$0	\$0	\$0	\$0	\$0		\$0
EMS	206	\$18,499	\$0	\$15,340	\$0	\$15,340	\$18,499		\$18,499
ENHANCED 911	207	\$0	\$0	\$0	\$0	\$0	\$0		\$0
FIRE PROTECTION FUND	209	\$1,890	\$0	\$84,053	\$0	\$84,053	\$1,890		\$1,890
LEPF	211	\$0	\$0	\$36,800	\$0	\$36,800	\$0		\$0
LODGERS' TAX	214	\$28,398	\$0	\$70,750	\$0	\$86,750	\$12,398		\$12,398
MUNICIPAL STREET	216	\$1,028,308	\$0	\$574,316	(\$50,000)	\$1,172,820	\$379,804		\$379,804
RECREATION	217	(\$6,376)	\$0	\$57,018	\$60,602	\$111,244	\$0		\$0
INTERGOVERNMENTAL GRANTS	218	\$0	\$0	\$0	\$0	\$0	\$0		\$0
SENIOR CITIZEN	219	\$89,746	\$0	\$278,784	\$197,702	\$499,493	\$66,739		\$66,739
DWI PROGRAM	223	\$0	\$0	\$0	\$0	\$0	\$0		\$0
OTHER	299	\$1,066	\$0	\$590,586	\$139,999	\$731,651	\$0		\$0
CAPITAL PROJECT FUNDS	300	\$2,448,229	-	2,186,042.00	(255,253.00)	2,929,118.00	\$1,449,900		\$1,449,900
G. O. BONDS	401	\$0	\$0	\$0	\$0	\$0	\$0		\$0
REVENUE BONDS	402	\$0	\$0	\$0	\$219,450	\$219,450	\$0		\$0
DEBT SERVICE OTHER	403	\$0	\$0	\$0	\$0	\$0	\$0		\$0
ENTERPRISE FUNDS	500								
Water Fund		\$1,074,549	\$69,956	\$3,469,476	\$0	\$3,897,966	\$716,015		\$716,015
Solid Waste		\$90,359	\$59,698	\$1,954,257	\$0	\$1,904,935	\$199,379		\$199,379
Waste Water		\$0	\$0	\$0	\$0	\$0	\$0		\$0
Airport		\$0	\$0	\$0	\$0	\$0	\$0		\$0
Ambulance		\$396,880	\$0	\$777,930	\$0	\$941,102	\$233,708		\$233,708
Cemetery		\$0	\$0	\$0	\$0	\$0	\$0		\$0
Housing		\$0	\$0	\$0	\$0	\$0	\$0		\$0
Parking		\$0	\$0	\$0	\$0	\$0	\$0		\$0
JOINT UTILITY FUND		\$0	\$0	\$0	\$0	\$0	\$0		\$0
IRRIGATION		\$0	\$0	\$0	\$0	\$0	\$0		\$0
Other Enterprise (enter fund name)		\$0	\$0	\$0	\$0	\$0	\$0		\$0
Other Enterprise (enter fund name)		\$0	\$0	\$0	\$0	\$0	\$0		\$0
INTERNAL SERVICE FUNDS	600	\$80,567	\$0	\$0	\$25,000	\$25,000	\$80,567		\$80,567
TRUST AND AGENCY FUNDS	700	\$18,586	\$0	\$0	\$0	\$0	\$18,586		\$18,586
GRAND TOTAL - ALL FUNDS		\$8,745,390	\$527,527	\$18,518,738	\$0	\$22,020,066	\$5,771,589	\$777,445	\$4,994,144

Check [] if this form is a revision

Revision No: _____

Revision Date: _____

LAST UPDATE: 10/6/17 8:02

Form revised: 01/07/09 (DFA/LGD)

USER NOTES:

Affect of FY 18 Budget Adjustments

Fund	Fund Description	Increase (Decrease) in Revenues	Increase (Decrease) in Expenses	Net Change
101	General Fund	301,220.00	429,450.00	128,230.00
216	Municipal Street Gas Tax	-	(20,175.00)	(20,175.00)
217	Special Recreation	8,202.00	8,202.00	-
219	Sr Citz Multi Purpose Grant	8,155.00	8,155.00	-
233	Designated Franchise	24,171.00	24,171.00	-
504	Solid Waste		841.00	841.00
505	Water & WasteWater		23,656.00	23,656.00
509	Ambulance		14,445.00	14,445.00
		<u>341,748.00</u>	<u>488,745.00</u>	<u>146,997.00</u>

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

REVISED 12/08/06

ENTITY NAME: City of Lovington
FISCAL YEAR: Fiscal Year 2017-2018
DFA Resolution Number: _____

For Local Government Division use only:

(A) ENTITY RESOLUTION NUMBER	(B) FUND	(C) REVENUE EXPENDITURE TRANSFER (TO or FROM)	(D) APPROVED BUDGET	(E) ADJUSTMENT	(F) ADJUSTED BUDGET	(G) PURPOSE
2017-118	101	EXPENDITURE	\$8,940,422	\$22,839	\$8,963,261	Reallocate Public Works Admin Salaries from Gas Tax to General Fund
2017-118	101	EXPENDITURE	\$8,963,261	\$13,000	\$8,976,261	Additional Budget to cover Swimming Pool concrete border.
2017-118	101	EXPENDITURE	\$8,976,261	\$27,989	\$9,004,250	To unfreeze position in Cemetery department
2017-118	101	EXPENDITURE	\$9,004,250	\$18,108	\$9,022,358	Promotion of three Police Corporals to Sergeants
2017-118	101	EXPENDITURE	\$9,022,358	\$50,000	\$9,072,358	MRA Plan update - Grant funded
2017-118	101	EXPENDITURE	\$9,072,358	\$12,000	\$9,084,358	Abatements on several properties
2017-118	101	EXPENDITURE	\$9,084,358	\$120,000	\$9,204,358	Property Condemnations
2017-118	101	EXPENDITURE	\$9,204,358	\$124,986	\$9,329,344	Employee Compensation and benefit changes
					\$0	
2017-118	101	TRANSFER (TO or FROM)	(\$296,972)	(\$40,528)	(\$337,500)	To hire two permanent part-time youth center employees
					\$0	
2017-118	101	REVENUE	\$8,087,166	\$1,200	\$8,088,366	Tental Revenues for Denton Building - Business Incubator
2017-118	101	REVENUE	\$8,088,366	\$50,000	\$8,138,366	NMFA MRA planning grant
2017-118	101	REVENUE	\$8,138,366	\$120,000	\$8,258,366	Property Condemnations
2017-118	101	REVENUE	\$8,258,366	\$130,020	\$8,388,386	Xcel Utility easment across Well Field.
2017-118	216	EXPENDITURE	\$1,192,995	\$2,664	\$1,195,659	Employee Compensation and benefit changes
2017-118	216	EXPENDITURE	\$1,195,659	-\$22,839	\$1,172,820	Reallocate Public Works Admin Salaries from Gas Tax to General Fund
					\$0	
2017-118	217	TRANSFER	\$103,042	\$8,202	\$111,244	To hire two permanent part-time youth center employees
2017-118	217	TRANSFER (TO or FROM)	\$52,400	\$8,202	\$60,602	To hire two permanent part-time youth center employees
					\$0	
2017-118	219	EXPENDITURE	\$491,338	\$8,155	\$499,493	Employee Compensation and benefit changes
2017-118	219	TRANSFER (TO or FROM)	\$189,547	\$8,155	\$197,702	Employee Compensation and benefit changes
					\$0	
2017-118	299	EXPENDITURE	\$707,480	\$24,171	\$731,651	Employee Compensation and benefit changes
2017-118	299	TRANSFER (TO or FROM)	\$115,828	\$24,171	\$139,999	Employee Compensation and benefit changes
					\$0	
2017-118	504	EXPENDITURE	\$1,904,094	\$841	\$1,904,935	Employee Compensation and benefit changes
					\$0	
2017-118	505	EXPENDITURE	\$3,874,310	\$23,656	\$3,897,966	Employee Compensation and benefit changes
					\$0	
2017-118	509	EXPENDITURE	\$926,657	\$6,005	\$932,662	Employee Compensation and benefit changes
2017-118	509	EXPENDITURE	\$932,662	\$8,440	\$941,102	Stryker Medical Lease Agreement - Amount not covered by EMS Grant.

ATTEST: _____
Title (Date)

Mayor/Board Chairman (Date)

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM



MEETING DATE: October 9, 2017

RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Resolution 2017-119: 2nd Quarter Lodgers Tax Funding
DEPARTMENT: Lodgers Tax Board
SUBMITTED BY: _____
DATE SUBMITTED: October 6, 2017

COMPREHENSIVE PLAN IMPLEMENTATION:

Quality of Life

STAFF SUMMARY:

Resolution 2017-119 will authorize the funding of various community events with Lodgers Tax Revenues for the 2nd Quarter of FY 2017-2018.

FISCAL IMPACT:

REVIEWED BY: Gary Lee Chapman
Finance Director

See Funding Detail

ATTACHMENTS:

Resolution 2017-119
Funding Detail

RECOMMENDATION:

Motion to approve Resolution 2017-119.

Department Head

James R. Williams
City Manager

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

RESOLUTION 2017-119

A RESOLUTION APPROVING FY 2017-2018 2ND QUARTER LODGERS TAX FUNDING

WHEREAS, NMSA 1978 3-38-15 allows for the City to impose a 5% lodgers tax; and

WHEREAS, utilization of these funds can be used to advertise, publicize, and support events that promote the municipality; and

WHEREAS, the Lovington Lodgers Tax Board convened on September 27, 2017 to consider 2nd Quarter FY 2017-2018 Funding requests for different programs that are conducted in Lovington; and

WHEREAS, the Board has made their funding recommendations and request the City Commission give their approval.

NOW, THEREFORE, BE IT RESOLVED, by the Lovington City Commission that the FY 2017-2018 2nd Quarter Lodgers Tax funding requests, attached hereto for reference, are approved.

DONE THIS 9TH DAY OF OCTOBER, 2017.

PAUL CAMPOS, MAYOR

ATTEST:

ANNA JUAREZ, CITY CLERK

Lodgers Tax Recommendations

Funding Quarter:	October 1, 2017 - December 31, 2017
Estimated Funding Available:	\$ 30,245.27
Dedicated Chamber Funding:	\$ 5,875.00
Dedicated MainStreet Funding:	\$ 3,750.00
Municipal Funding:	\$ 3,400.00
Adjusted Estimated Funding:	\$ 17,220.27
Funding Cap:	\$ 13,220.27
Individual Funding Cap:	\$ 3,305.07
Estimated Remaining:	\$ 4,000.00

	Project	Organization	Funding Request	Evaluation Average	Potential Funding	Recommended Funding	Board Recommended
1	Halloween on the Plaza	Lovington Mainstreet Corporation	\$ 1,450.00	48.20	\$ 698.90	\$ 698.90	\$698.90
2	Shop Local Holiday Campaign	Lovington MainStreet Corporation	\$ 1,950.00	36.80	\$ 717.60	\$ 717.60	\$717.60
3	Oktober Fiesta	Lovington MainStreet Corporation	\$ 8,682.00	58.40	\$ 5,070.29	\$ 5,070.29	\$5,070.29
4	LCM Sign Highway 18	Lea County Museum	\$ 1,500.00	17.00	\$ 255.00	\$ 255.00	\$255.00
5	Christmas at the Museum	Lea County Museum	\$ 2,390.00	38.00	\$ 908.20	\$ 908.20	\$908.20
6	Santa Claus Run/Walk	Lea County Museum	\$ 3,040.62	32.80	\$ 997.32	\$ 997.32	\$997.32
7	New Book from LCM Presentation	Lea County Museum	\$ 1,786.60	20.00	\$ 357.32	\$ 357.32	\$0.00
8	LCM Outreach Programs	Lea County Museum	\$ 2,500.00	28.00	\$ 700.00	\$ 700.00	\$700.00
9	Class Reunions 1957 & 1967	Lea County Museum	\$ 1,786.60	56.00	\$ 1,000.50	\$ 1,000.50	\$1,000.50
10	Art Opening & Entertainment Gala	Lea County Museum	\$ 3,890.62	31.60	\$ 2,178.75	\$ 2,178.75	\$2,178.75
11	8th Annual Wild Bunch	Wild Bunch Softball	\$ 3,120.00	71.00	\$ 985.92	\$ 985.92	\$985.92
			\$ 32,096.44		\$ 12,883.87	\$ 13,869.79	\$13,512.47

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM



MEETING DATE: October 9, 2017

RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Accounts Payable
DEPARTMENT: Finance
SUBMITTED BY: Gary Lee Chapman, Finance Director
DATE SUBMITTED: October 6, 2017

COMPREHENSIVE PLAN IMPLEMENTATION:

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 Detail

RECOMMENDATION:

Motion to approve Accounts Payable.

Gary Lee Chapman
Department Head

James R. Williams
City Manager

City of Lovington (New)
 Detail A/P Ledger - A/P Detail - CCMeeting - General - RJ
 From 9/9/2017 Through 10/3/2017

Vendor Name	Document Description	Document Amount
ACC Compliance and Safety	Code Enf Physical	53.63
ACC Compliance and Safety Total		53.63
AlSCO	Ambulance- Linen	502.08
AlSCO Total		502.08
America Supply, LLC	Commerce-toilet tissue/kleenex center pull t	171.70
America Supply, LLC	Finance-Toilet tissue	56.89
America Supply, LLC Total		228.59
Artesia Fire Equipment	Fire Protection- Light	677.60
Artesia Fire Equipment Total		677.60
ASCO	Streets-Loader parts	2,994.00
ASCO Total		2,994.00
AYDEN WILLIAMS	Youth Center- DJ	60.00
AYDEN WILLIAMS Total		60.00
Blaine Industrial Supply	Fire Dept- Cleaning Supplies	756.87
Blaine Industrial Supply	Parks- Can Liners, Cottonelle Tissue	243.53
Blaine Industrial Supply	POLICE-TISSUE/CAN LINER DISPATCH	96.24
Blaine Industrial Supply	POLICE-TISSUE/CAN LINER MAINTENANCE	97.36
Blaine Industrial Supply Total		1,194.00
Bob's Thriftway	SOLID WASTE-FREE DUMP DAY ASADO	57.08
Bob's Thriftway	WATER-ZIPLOC BAGS	4.18
Bob's Thriftway Total		61.26
Border States Electric Supply	Legislative- Cable Ties	59.31
Border States Electric Supply	Public Works- Gang RCPT Enclosures	40.15
Border States Electric Supply Total		99.46
Brittany Pettigrew	PUBLIC WKS-FUEL	60.30
Brittany Pettigrew Total		60.30
C & S Motor Parts Co.	CEMETERY-BATTERY/SPARK PLUGS	136.99
C & S Motor Parts Co.	Parks- Filter	5.16
C & S Motor Parts Co.	Parks- Fuse 20 Amp	2.59
C & S Motor Parts Co.	Parks- Gasket Material	5.98
C & S Motor Parts Co.	Parks- Motor Oil, Filters	56.58
C & S Motor Parts Co.	Parks- STT Lamp	13.03
C & S Motor Parts Co.	Parks-Halogen Bulb	7.48
C & S Motor Parts Co.	Recreation- Hose, WD40, Tools	12.92
C & S Motor Parts Co. Total		240.73
C E S	Police- PPD Parking Lot	33,996.86
C E S Total		33,996.86
Cardinal Laboratories	Waste Water Monthly Effluent Sample	234.98
Cardinal Laboratories Total		234.98
Certified Laboratories	Waste Water- Shipping Invoice	99.86
Certified Laboratories Total		99.86
Clarke Mosquito Control Prodt	Parks- Mosquito Spray	3,120.84
Clarke Mosquito Control Prodt Total		3,120.84
Cowboys Corner	Police- Red Flannel - Prime	31.95
Cowboys Corner Total		31.95
DPC Industries Inc.	Waste Water- Outstanding Inv/ Chlorine Cyl	200.00
DPC Industries Inc.	Water- Cylinder Rental	70.00
DPC Industries Inc. Total		270.00
ESSCO Environmental, Inc.	Water- Mobilization, Analysis	7,075.00
ESSCO Environmental, Inc. Total		7,075.00
Farmer Brothers Company	Police- Coffee Supplies	109.05
Farmer Brothers Company Total		109.05
Federal Express Services	Executive- Package Sent	26.60
Federal Express Services	Parks shipped mosquito equipment	147.98
Federal Express Services	Police- Ground	101.12
Federal Express Services Total		275.70
Forrest Tire Co.	Police-tires	646.62
Forrest Tire Co.	Street- Flat Repair	16.09
Forrest Tire Co.	Water/ Public Works- Tires/ Mount & Dismo	368.00

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Forrest Tire Co. Total		1,030.71
Gades Sales Company, Inc	Streets-side pole supplies	1,265.66
Gades Sales Company, Inc Total		1,265.66
Galls/Quartermaster	Police - Tactical Pants	64.11
Galls/Quartermaster	Police- Command Shirt w/ Zipper	60.33
Galls/Quartermaster	Police- Gloves	55.39
Galls/Quartermaster	Police- Mens Command Shirt W/Zipper	120.67
Galls/Quartermaster	Police- Nameplate	14.47
Galls/Quartermaster	Police- Tactical pants	64.15
Galls/Quartermaster	Police- Tactical Pants	32.05
Galls/Quartermaster Total		411.17
Gebo Credit Corporation	Animal Control- Supplies	550.76
Gebo Credit Corporation	Animal Control- Wilderness Dog Food	56.99
Gebo Credit Corporation	Parks-Boots	129.98
Gebo Credit Corporation	PUBLIC WKS-CASE OF WATER	2.99
Gebo Credit Corporation	Public Works- Wall Anchors	5.99
Gebo Credit Corporation	Public Works- Water, Washer Fluid	5.28
Gebo Credit Corporation	Street- Lace Up Boots	164.99
Gebo Credit Corporation	Waste Water- Machete	30.98
Gebo Credit Corporation	Water- Water Bottles	29.90
Gebo Credit Corporation Total		977.86
General Welding Supply	Ambulance -Oxygen	110.00
General Welding Supply	Ambulance- Oxygen	50.00
General Welding Supply Total		160.00
GRIFFIN DIESEL AND AUTOMOTIVE	Street- Blue Tractor AC Repair	2,216.57
GRIFFIN DIESEL AND AUTOMOTIVE Total		2,216.57
Guglielmo & Associates	Fayette Ferguson-C-506-CV-201600379	218.33
Guglielmo & Associates Total		218.33
Hennighausen & Olsen, L.L.P.	Water-legal water rights protest	342.99
Hennighausen & Olsen, L.L.P. Total		342.99
Higginbotham-Bartlett Co.	Animal Control- Keys	7.44
Higginbotham-Bartlett Co.	CEMETERY-ACE PIPE CUTTER	13.29
Higginbotham-Bartlett Co.	Commerce- Ceiling Tiles	97.89
Higginbotham-Bartlett Co.	DISC GOLF-MATERIALS	62.89
Higginbotham-Bartlett Co.	Fire Protection- Supplies	234.05
Higginbotham-Bartlett Co.	Fire Service- Brass	12.78
Higginbotham-Bartlett Co.	Fire Service- Hose, Elbow	8.48
Higginbotham-Bartlett Co.	Fire Service- Screws, Glue, Pine	28.15
Higginbotham-Bartlett Co.	Legislative- Marker, Tensil, Velcro	13.16
Higginbotham-Bartlett Co.	Parks- Ant Killer Herbicide	134.14
Higginbotham-Bartlett Co.	Parks- Bolts/ Amdro Ant killer	15.44
Higginbotham-Bartlett Co.	Parks- Rotary Pump	81.99
Higginbotham-Bartlett Co.	Parks- Rubber Mallet	7.99
Higginbotham-Bartlett Co.	Parks- Trimmer Line	37.99
Higginbotham-Bartlett Co.	POLICE-GLUE SPRAY/STAPLE	29.27
Higginbotham-Bartlett Co.	PUBLIC WKS-MATERIALS	31.08
Higginbotham-Bartlett Co.	Public Works- Rubber Hose Washers	2.29
Higginbotham-Bartlett Co.	Public Works- Zip Ties/ Sewer Pipe	18.48
Higginbotham-Bartlett Co.	Recreation- Bolts, Screws, Washers	2.30
Higginbotham-Bartlett Co.	Recreation- Drain Cleaner Bleach	16.98
Higginbotham-Bartlett Co.	Recreation- Weed Killer	79.99
Higginbotham-Bartlett Co.	RECREATION-DYE/FIRE ANT KILLER/WATE	59.55
Higginbotham-Bartlett Co.	Street- Film Poly	33.99
Higginbotham-Bartlett Co.	Street- Furring Strips	35.56
Higginbotham-Bartlett Co.	Street- Keys/ Accessories	12.29
Higginbotham-Bartlett Co.	Street- Paintbrush	8.98
Higginbotham-Bartlett Co.	Street- Screw Dry Phlcr	5.99
Higginbotham-Bartlett Co.	Street- Tape, Epoxy	17.28
Higginbotham-Bartlett Co.	Street- Trap Fly Disp/ EXT Metal Door	188.07
Higginbotham-Bartlett Co.	Waste Water- Bulb	71.94

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Higginbotham-Bartlett Co.	Water- Ant Poison	8.29
Higginbotham-Bartlett Co.	Water- Bolts, Lock Hasp	14.70
Higginbotham-Bartlett Co.	WATER-BALL VALVE	23.07
Higginbotham-Bartlett Co.	WATER-PHONE CORDS	19.86
Higginbotham-Bartlett Co. Total		1,435.64
High Plains Refrigeration, Inc	Fire Service- Ice Machine Rent	120.00
High Plains Refrigeration, Inc Total		120.00
Hobbs Electric	Parks- Labor & Material	1,142.50
Hobbs Electric Total		1,142.50
Hospital Services Corporation	Code Enf Motor Vehicle	131.98
Hospital Services Corporation Total		131.98
Industrial Chem Lab	Cemetery- TRI- LETE	618.98
Industrial Chem Lab Total		618.98
Industrial Muncipal Products	Waste Water- Micro Switch	2,083.60
Industrial Muncipal Products Total		2,083.60
James, Cooke & Hobson	Waste Water Wafer Check Valve	2,848.00
James, Cooke & Hobson Total		2,848.00
Kaufman's West LLC	Police- Body Gear	3,105.00
Kaufman's West LLC	Police- Holster	100.50
Kaufman's West LLC Total		3,205.50
Lea County Electric	Gen/Water-Electric Bill 08/17	56,904.98
Lea County Electric Total		56,904.98
Lovington Auto Supply	Fire Service- Brush	31.60
Lovington Auto Supply	Fire Service- Oil Filter	66.49
Lovington Auto Supply	Parks- BP FMX-LP MX Fuse	4.99
Lovington Auto Supply	Police- Motor Tune Up	6.99
Lovington Auto Supply	Public Works - Wrench Sets	59.98
Lovington Auto Supply	Public Works- Car Wash Supplies	15.98
Lovington Auto Supply	Public Works- VLV	10.99
Lovington Auto Supply	Street- Air Filters	91.21
Lovington Auto Supply	Street- Hose	7.50
Lovington Auto Supply Total		295.73
Lovington Leader	ANIMAL CONTROL-JOBS POSTING	137.28
Lovington Leader	Animal Shelter-Help wanted ad	34.32
Lovington Leader	Gen-Ads fair & rodeo/cc agenda/Devotional	928.79
Lovington Leader	Pool/youth center-summer help/lifeguards,	77.22
Lovington Leader Total		1,177.61
Lovington Tire Service, Inc.	Police Flat Repair	13.00
Lovington Tire Service, Inc.	POLICE-BALANCE/MOUNT UNIT 31	41.00
Lovington Tire Service, Inc. Total		54.00
Lovington Veterinary	ANIMAL CONTROL-VETERINARY SEVICES	6,505.00
Lovington Veterinary Total		6,505.00
Lovington Youth Football Leagu	Police-sponsorship	350.00
Lovington Youth Football Leagu Total		350.00
Marker Services, LLC	Senior Citizen Center Service Call	157.66
Marker Services, LLC Total		157.66
MARTIN BOOT CO OUTLET STOREE	Waste Water- Safety Toe Boots	179.99
MARTIN BOOT CO OUTLET STOREE Total		179.99
Master Printers	General- Job App Ads	625.00
Master Printers Total		625.00
Midwest Veterinary Supply, Inc	Animal Control- Ketamine	307.50
Midwest Veterinary Supply, Inc	Animal Control- Meds	1,244.54
Midwest Veterinary Supply, Inc	Animal Control- Supplies	330.52
Midwest Veterinary Supply, Inc Total		1,882.56
N M Fire Marshals Association	Fire protection-membership dues M Ontiver	35.00
N M Fire Marshals Association Total		35.00
Nationwide Retirement Solution	Nationwide w/h for 10-2-17 payroll	65.00
Nationwide Retirement Solution	Nationwide w/h for 9-18-17 payroll	65.00
Nationwide Retirement Solution Total		130.00
New Mexico Emergency Products	Police- Lights, Parts, Labor	737.57

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New Mexico Emergency Products Total		737.57
New Mexico Gas Company	Gas utility handcheck for 8/17	560.37
New Mexico Gas Company	Theatre gas utility bill 08/17	33.37
New Mexico Gas Company Total		593.74
Odessa Pumps & Equipment	Water- Filter/ Freight	28.82
Odessa Pumps & Equipment Total		28.82
Pettigrew & Associates, P. A.	MULTI-USE TRAIL	52,452.23
Pettigrew & Associates, P. A.	Police Testing Proctor Reporting	1,090.89
Pettigrew & Associates, P. A.	WASHINGTON STREET PEDESTRIAN IMPRC	37,628.85
Pettigrew & Associates, P. A. Total		91,171.97
Pro-Treat Power Equipment	Cemetery- Huster Belts	71.02
Pro-Treat Power Equipment	Cemetery- Parts	79.66
Pro-Treat Power Equipment	Cemetery- Weed Eater Cord	78.00
Pro-Treat Power Equipment	Parks- Clean And Adjust Deck Switch	138.86
Pro-Treat Power Equipment	Parks- Throttle Cable, Clutch, Blade	730.66
Pro-Treat Power Equipment	RECREATION-FRONT MOWER TIRE	151.06
Pro-Treat Power Equipment Total		1,249.26
Qualification Targets Inc	Police- Tactical Supplies, Freight	259.46
Qualification Targets Inc Total		259.46
RAC TRANSPORT CO., INC.	WASTE WATER-SHIPPING CHG	138.82
RAC TRANSPORT CO., INC. Total		138.82
Roberts Oil & Lube	Ambulance- Oil Change	144.00
Roberts Oil & Lube	Ambulance- Oil Change Supplies	220.00
Roberts Oil & Lube	Code Enf Oil Change	67.00
Roberts Oil & Lube	Police- Oil Change Supplies	117.00
Roberts Oil & Lube	Police- Oil Supplies	86.00
Roberts Oil & Lube	Police- Oil, Filter	86.00
Roberts Oil & Lube	POLICE-OIL CHANGE UNIT 10	110.00
Roberts Oil & Lube	POLICE-OIL CHANGE UNIT 35	85.00
Roberts Oil & Lube	POLICE-OIL CHANGE UNIT 43	86.00
Roberts Oil & Lube	Public Works- Oil Service	65.00
Roberts Oil & Lube Total		1,066.00
San Bar Construction Corp	Street-Short paid	5.00
San Bar Construction Corp Total		5.00
Share Corporation	Fire Service- Bug Remover	482.87
Share Corporation Total		482.87
SHOPKO Hometown	Fire Service- Cleaning supplies	15.19
SHOPKO Hometown Total		15.19
Solid Waste Authority	Street- Street Sweepings	899.28
Solid Waste Authority	Street- Sweepings	720.07
Solid Waste Authority Total		1,619.35
Staples Advantage	Judicial Calenders	70.76
Staples Advantage Total		70.76
Steel Depot-Hobbs	Code Enf Supplies	157.77
Steel Depot-Hobbs Total		157.77
Tom's Sharp Shop	Street- Poly Blades And Heads	287.85
Tom's Sharp Shop Total		287.85
Unifirst Corp.	CEMETERY-UNIFORM RENTAL	8.72
Unifirst Corp.	PARKS-UNIFORM RENTAL	23.71
Unifirst Corp.	Public Works- Uniforms	9.60
Unifirst Corp.	RECREATION-UNIFORM RENTAL	20.61
Unifirst Corp.	SOLID WASTE-UNIFORM RENTAL	9.78
Unifirst Corp.	STREET-UNIFORM RENTAL	44.53
Unifirst Corp.	WASTE WATER-UNIFORM RENTAL	48.86
Unifirst Corp.	WATER-UNIFORM RENTAL	41.66
Unifirst Corp. Total		207.47

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Unifirst Holdings, LP	Cemetery- Uniforms	9.60
Unifirst Holdings, LP	Parks - Uniforms	26.20
Unifirst Holdings, LP	Parks- Uniforms	26.20
Unifirst Holdings, LP	Public Works- Uniforms	8.72
Unifirst Holdings, LP	Recreation- Uniforms	22.63
Unifirst Holdings, LP	Solid Waste - Uniforms	10.72
Unifirst Holdings, LP	Street- Uniforms	47.44
Unifirst Holdings, LP	Waste Water- Uniforms	56.30
Unifirst Holdings, LP	Water- Uniforms	47.07
Unifirst Holdings, LP Total		254.88
University of Missouri	ANIMAL CONTROL-TRAINING BARTLETT	650.00
University of Missouri Total		650.00
Valentine Auto Service	Parks- Check Computer System	71.80
Valentine Auto Service	Police- Headlamp Parts	112.75
Valentine Auto Service	Water- Labor, Parrts, Supplies	214.44
Valentine Auto Service Total		398.99
Vanguard Health & Safety Servi	Code Enf PreEmployment	41.02
Vanguard Health & Safety Servi	Code Enf Pre-Employment Drug	116.11
Vanguard Health & Safety Servi	Finance- Random Drug Test	41.02
Vanguard Health & Safety Servi	Fire Service- Random Drug Test	72.93
Vanguard Health & Safety Servi	Fire Service- Random Drug Test	41.02
Vanguard Health & Safety Servi Total		312.10
Velta Ann Bazzell	Finance- Cemetery Plot	600.00
Velta Ann Bazzell Total		600.00
Visa 9280 G Chapman	Visa 9280 GC 9/17	255.40
Visa 9280 G Chapman Total		255.40
Waste Management of New Mexico	Solid Waste-Roll over Aug 2017	15,160.74
Waste Management of New Mexico Total		15,160.74
Western Fire Extinguisher	Fire Protection- Recharge Extinguisher	59.59
Western Fire Extinguisher Total		59.59
Windstream	Windstream 100217 HC	1,223.67
Windstream Total		1,223.67
Grand Total		254,900.18