

**REGULAR MEETING OF THE CITY COMMISSION
MONDAY, FEBRUARY 23, 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, Mayor Gandy, Commissioner Butcher, and Commissioner Campos

Also Present: City Manager Williams, Assistant City Manager Jared Cobb, City Finance Director Gary Chapman, City Clerk Carol Ann Hogue, City Attorney Patrick McMahon, Deputy Police Chief Jeff Herweg, City Planner Merideth Hildreth, 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 to approve the agenda. Commissioner Trujillo so moved to approve the agenda. Commissioner Campos seconded and a roll call was taken: Commissioner Bengé – Yes, Commissioner Butcher – Yes, Commissioner Trujillo – Yes, Commissioner Campos - Yes, and Mayor Gandy – Yes.

Approval of the Regular Minutes of February 9, 2015: Mayor Gandy called for a motion to approve the regular minutes of February 9, 2015. Commissioner Trujillo so moved. Commissioner Butcher seconded and a roll call was taken: Commissioner Campos – Yes, Commissioner Trujillo – Yes, Commissioner Bengé – Yes, Commissioner Butcher – Yes, and Mayor Gandy – Yes.

COMMISSIONER AND STAFF REPORTS:

- Finance Director Chapman asked Commissioners to consider a potential time or date for a work session to discuss budget. Commissioners agreed on April 20, 2015 at 5:30 P.M.
- Mayor Gandy asked for an update on Avenue D Park lights and Martin Luther King Park concrete; City Manager Williams stated City is working with Lea County Electric Coop. on adding more lights to park and concrete will look into options
- Commissioner Trujillo asked for an update on vehicles behind police department if vehicles have been moved; City Manager Williams stated vehicles have been moved
- Deputy Chief of Police Herweg stated Chief of Police Rodriguez had messaged stating roads are dangerous; to be careful on drive to Albuquerque for Municipal League Meetings
- City Manager Williams informed Commissioners of capacity of bonding some projects considering the potential legislation that could eliminate the 3/8 hold harmless tax. First thing is to adopt a Gross Receipts Tax Revenue Bond; City will not obligate all projected revenues of 2.8 million over a 15 year bond. City will enact on one bond once a year and after 15 years will only be obligated allowed 64% of anticipated revenue off of 3/8. This will allow City to make capital improvements. City will need to find a financial service to do the bond and fill out procurement paper work; an RFP has been prepared; open and award on March 9, 2015. City Manager Williams stated City would

publish ordinance authorizing City to bond out projects; once ordinance is adopted, ordinance will go to a special election. Special election will need to be held June 4; this will not increase any taxes, this would obligate a portion of the 3/8 towards a bond. City Manager Williams asked Commissioners for permission to proceed with bonding project. Commissioner Bengé asked if the wording on bond will be addressed to not allow the reversal grounds on the bond, since legislative did reverse on 3/8 hold harmless tax; City Manager Williams stated it will not have the ability to reverse the 3/8 if money is obligated to bonds payment. City Manager Williams stated to bond 3.2 million for 15 years a \$295 thousand yearly payment of 24% of anticipated revenue and have another special election the following year. Commissioner Bengé had concerns why go into expense of getting into a 15 year obligation on such a modest amount and how far is the City going to get with 3.2 million; why not increase amount for 15 years. Assistant City Manager Cobb responded to Commissioner Bengé inquiry stating the one benefit is once City reaches the 15 year mark, City will have a bond coming off and one going on; a series of bonds. Commissioner Bengé asked about administrative expenses adding up with series of bonds; Assistant City Manager Cobb stated bond will not be issued every year, bond will vary depending on projects and cost of issuance. Commissioner Bengé commented this will help with interest less amount of years in a small amount; I like the plan. City Manager Williams stated Commissioners will decide amount and when to bond out projects.

NON-ACTION ITEMS:

Flags across America Proclamation 201502: Mayor Gandy presented proclamation to Teri Chrisman. Mrs. Chrisman invited the community to Flags across America event at the Courthouse on Saturday, February 28, 2015.

Discussion of Lea Community Foundation for the Arts Fundraiser at Lea Theater: City Manager stated the Lea Community Foundation for the Arts is planning a fundraiser for the restoration of the theater. City Staff was asked about the feasibility of having a winery present at the event. The Foundation would be required to obtain the necessary permits from the State and this would require Commission approval as part of the process. There is nothing in city code that prohibits this type of event so long as State law is followed. Connie Seiver, President of Lea Community Foundation for the Arts, addressed Commissioners of fundraising for Lea Theater to be scheduled for May 2, 2015; this event, as planned, would involve an auction and entertainment.

ACTION ITEMS:

Consider Amendment to Resolution 2015-09: Transfer of Area Agency on Agency Grant Funding from General Fund to Senior Center Fund: Mayor Gandy called for a motion. Commissioner Trujillo so moved to consider amendment to resolution 2015-09: transfer of area agency on agency grant funding from general fund to Senior Center fund; Commissioner Bengé second. Finance Director Chapman addressed the Commissioners of amending budget transfers required to properly report both revenues and expenditures for the City's senior programs in compliance with Non-Metro Area Agency on Aging's reporting requirements; our general fund transfer of \$155,000 needed to be increased by \$671 to make sure the total revenues plus transfers equal the budget of \$373,313. 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.

Consider Approval of Resolution 2015-13: City of Lovington Consenting to the Expansion of Eastern Regional Housing Authority's Jurisdiction to Include Property within the Territorial Boundaries of the City of Lovington: Mayor Gandy called for a motion. Commissioner Campos so moved to consider approval of resolution 2015-13: City of Lovington Consenting to the expansion of Eastern Regional Housing Authority's Jurisdiction to include property within the Territorial Boundaries of the City of Lovington; Commissioner Butcher seconded. City Manager Williams addressed Commissioners of approving resolution to allow the Lovington Housing Authority to transfer to the Eastern Regional Housing Authority; the resolution is required by the US Department of Housing and Urban Development. City Manager Williams stated Lovington City employee Jose Quintana will be a retained employee by Eastern Regional Housing Authority; will receive a benefit package and will keep the responsibilities of keeping up properties and possibly one day out of the week travel to Roswell. Commissioner Trujillo asked about the Eastern Regional Housing Authority deadline transferring to the City; City Clerk Rhonda Jones would update Commissioners on status of assuming all responsibility for the City. City Manager Williams stated he is not aware of any deadline; City of Lovington only serves as fiscal agent for the Lovington Housing Authority, City provided only benefit package for employee and vehicle insurance. Commissioner Campos asked if voting on resolution will be a conflict in interest; Attorney McMahon stated as long as Commissioner Campos does not have any ties with Lovington Housing Authority there is not a problem with voting on resolution. Finance Director Chapman stated usually it's the opposite where City's offer a lease for 55 years, the City would borrow funds through HUD for low income project and sale property at a discount price to contractor which would assume full responsibility of maintenance and operation; after the end of 55 year term City would give full ownership of everything. There being no further discussion, a roll call was taken: Commissioner Benge – Yes, Commissioner Trujillo – Yes, Commissioner Butcher – Yes, Commissioner Campos – Yes, and Mayor Gandy - Yes. Motion was approved.

Consider Approval of Resolution 2015-15: Soil Boring, Testing, and Analysis on City Owned Property using Economic Development Funds: Mayor Gandy called for a motion. Commissioner Butcher so moved to approve consideration of Resolution to Approve Resolution 2015-15: Soil Boring, Testing, and Analysis on City Owned Property using Economic Development Funds; Commissioner Benge second. City Manager Williams addressed Commissioners of the developing and planning of the Lovington Industrial Park. One aspect of this plan, as well as a question asked by parties interested in developing business in the industrial park, is the mineral content and structure of this property. In order for this to be determined, soil boring, testing, and analysis are required. City Manager Williams asked the Commissioners to allow the City to utilize the Lovington EDC Board of Directors recommended funds from the Economic Development for this portion of the project, not to exceed \$25,000. There being no further discussion, a roll call was taken: Commissioner Trujillo – Yes, Commissioner Campos – Yes, Commissioner Butcher – Yes, Commissioner Benge, and Mayor Gandy - Yes. Motion was approved.

Consider Resolution 2015-16: Memorandum of Agreement between Lea County Sheriff's Office and the City of Lovington: Mayor Gandy called for a motion. Commissioner Butcher so moved to consider resolution 2015-16; memorandum of agreement between Lea County Sheriff's Office and the City of Lovington; Commissioner Campos second. City Manager Williams informed Commissioners of renewal of Memorandum each time a new Sheriff is elected;

resolution authorizes the Mayor to execute a Memorandum of Agreement with the Lea County Sheriff's office to authorize City officers to operate and respond outside of the City limits. Deputy Chief of Police Herweg stated the minimum range from the City is less than five mile radius; allowing City Officers to respond effectively and efficiently proper law enforcement investigations, assistance or services to County residents. There being no further discussion, a roll call was taken: Commissioner Campos – Yes, Commissioner Butcher – Yes, Commissioner Trujillo – Yes, and Commissioner Bengé – Yes, and Mayor Gandy – Yes. Motion was approved.

Consider Resolution 2015-18: Sale of Personal Property: Mayor Gandy called for a motion. Commissioner Trujillo so moved to consider resolution 2015-18: sale of personal property; Commissioner Bengé second. City Manager Williams addressed Commissioners to consider resolution so that equipment that is of no further use to the City may be removed from the fixed asset inventory and disposed of at auction on March 7th; revenues from auction will be credited to appropriate funds. There being no further discussion, a roll call was taken: Commissioner Butcher – Yes, Commissioner Trujillo – Yes, Commissioner Campos – Yes, Commissioner Bengé, and Mayor Gandy - Yes. Motion was approved.

Consider Resolution 2015-19: Certification of Sanitizing and Destruction of Obsolete Computers and Electronic Media: Mayor Gandy called for a motion. Commissioner Bengé so moved to consider resolution 2015-19; certification of sanitizing and destruction of obsolete computers and electronic media; Commissioner Trujillo second. City Manager Williams addressed Commissioners of documentation for disposal of items which are obsolete and can no longer be utilized for City operations; resolution certifies that the sanitizing and destruction of the computers was performed as requested by NM State Auditors. There being no further discussion, a roll call was taken: Commissioner Butcher – Yes, Commissioner Campos – Yes, Commissioner Trujillo – Yes, Commissioner Bengé, and Mayor Gandy - Yes. Motion was approved.

Public Hearing – Mayor Gandy asked the public for any comments on Lovington Comprehensive Plan. There being no comment, public hearing was closed.

Consider Resolution 2015-20: Adoption of the 2015 City of Lovington Comprehensive Plan: Mayor Gandy called for a motion. Commissioner Bengé so moved to consider resolution 2015-20; Adoption of the 2015 City of Lovington Comprehensive Plan; Commissioner Campos second. Assistant City Manager Cobb informed Commissioners of an action plan to budget each year for project. City Manager Williams stated the City Website has an electronically draft plan available to view; City has goals which will be accomplished and engage with community. There being no further discussion, a roll call was taken: Commissioner Bengé – Yes, Commissioner Campos – Yes, Commissioner Butcher – Yes, Commissioner Trujillo, and Mayor Gandy - Yes. Motion was approved

Consider Resolution 2015-21: Approval of Job Description Development Proposal: Mayor Gandy called for a motion. Commissioner Campos so moved to consider resolution 2015-21: approval of job description development proposal; Commissioner Bengé second. City Manager Williams addressed Commissioners of a recent review of the City's pay grade and classification plan reveals the need for our job descriptions to be updated to accurately describe the jobs being performed and to ensure that the City is complying with legal requirements. City staff has reviewed job titles in the City and have discovered that 67 job descriptions need to be updated.

Taos HRganics has provided the City with a proposal to conduct this project, as existing staff does not have sufficient time or resources to conduct this project in a reasonable time. There being no further discussion, a roll call was taken: Commissioner Butcher – Yes, Commissioner Campos – Yes, Commissioner Trujillo – Yes, Commissioner Bengé, and Mayor Gandy - Yes. Motion was approved

Consider Approval of Ordinance 531: RV/MH Park Licenses: Mayor Gandy called for a motion. Commissioner Bengé so moved to consider approval of ordinance 531: RV/MH Park licenses; Commissioner Butcher second. Commissioner Trujillo asked about grandfathering of licensing; City Manager Williams stated on 5.52.160:

- All existing RV/MH Parks licensed prior to December 31, 2014 shall be brought into compliance with the amendments adopted by Ordinance 531 no later than January 1, 2020.
- All existing RV/MH Parks licensed prior to December 31, 2014 that do not comply with the 40,000 minimum square feet parcel requirement shall be allowed to continue operation so long as other requirement in this chapter are met.
- Recreational Vehicles licensed for a single lot outside a RV/MH Park as of the date of adoption of Ordinance 531 shall be eligible for one renewal period ending December 31, 2015.

City Manager Williams stated Code Enforcement will notify all RV/MH Parks of changes. There being no further discussion, a roll call was taken: Commissioner Butcher – Yes, Commissioner Trujillo – Yes, Commissioner Bengé – Yes, Commissioner Campos, and Mayor Gandy - Yes. Motion was approved

Consider Approval of Ordinance 533: City and NM Economic Development Grant Agreement: Mayor Gandy called for a motion. Commissioner Bengé so moved to consider approval of Ordinance 533: City and NM Economic Development Grant Agreement; Commissioner Trujillo second. City Manager Williams addressed Commissioners of Ordinance 533 has been advertised as required and requires adoption; the \$100,000 grant funding provided to the City by the NM Economic Development Department. Per the agreement, these funds will be utilized by the Lea Community Foundation for the Arts to purchase the digital and audio equipment needed in order to re-open the theater. 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

Consider Award of RFP 011215: Chaparral Park Irrigation System: Mayor Gandy called for a motion. Commissioner Bengé so moved to consider award of RFP 011215: Chaparral Park Irrigation System; Commissioner Campos second. City Manager Williams informed Commissioners of the six responses received from the publication of RFP 011215: Chaparral Park Irrigation System. This project was presented as having the ability to split the project into 4 phases, with the total estimated budget being \$800,000. Staff recommends awarding the RFP to Accent Landscape Contractor’s, Inc. and due to the project budget, that only Phase I and the alternate bid be executed during this current fiscal year even though it exceeds the original projected budget. City Manager Williams recommended the remaining three phases be budgeted for and executed in the next fiscal year. City Manager Williams stated Lone Mountain was a low bid, but did not submit a completed bid packet for all phases. There being no further discussion, a roll call was taken: Commissioner Campos – Yes, Commissioner Butcher – Yes,

Commissioner Bengé – Yes, Commissioner Trujillo, 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 Butcher second. There being no further discussion, a roll call was taken: Commissioner Trujillo – Yes, Commissioner Bengé – Yes, Commissioner Butcher – Yes, Commissioner Campos, and Mayor Gandy - Yes. Motion was approved.

PUBLIC COMMENT:

Anthony Herrera from Vencor Engineering introduced himself to the Commissioners. Mr. Herrera stated he is looking into investing in an engineering firm here in Lovington. Mr. Herrera stated he will be providing quality service with an honest quality price.

Eddy Balch, District Sales Manager for M & H Valve and Kennedy Valve introduced himself to the Commissioners. Mr. Balch stated he provides quality products for water systems and training free of charge for hydrants or valves.

ADJOURNMENT:

There being no further business the meeting adjourned at 6:30 p.m.

APPROVED: _____
SCOTTY GANDY, MAYOR

ATTEST: _____
CAROL ANN HOGUE, CITY CLERK

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 9, 2015



TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Resolution 2015-22: Authorizing 2015/2016 MAP Application
DEPARTMENT: Executive
SUBMITTED BY: Jared Cobb, Assistant City Manager
DATE SUBMITTED: March 6, 2015

STAFF SUMMARY:

The New Mexico Department of Transportation (NMDOT) is soliciting applications for their Municipal Arterial Program (MAP). Staff has prepared an application to request \$646,408 for the design and reconstruction of North 17th Street from Avenue D to Jefferson Avenue. Approval of this resolution will provide the City Manager the authority to submit the application to NMDOT.

The proposed budget for this project is as follows:

\$646,408 (55%) - NMDOT MAP Grant
\$50,000 (4%) - NMDOT LGRF Grant
\$487,594 (41%) - Local Matching Funds

FISCAL IMPACT:

REVIEWED BY: 

(Finance Director)

This grant is for the next budget year, which starts July 1. If approved, staff will budget \$487,594 in the Capital Improvement Fund for this project.

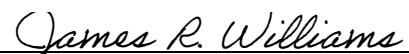
ATTACHMENTS:

Resolution 2015-22

RECOMMENDATION:

Approve the resolution.


Department Head


City Manager

RESOLUTION NO. 2015-22

A RESOLUTION OF THE CITY OF LOVINGTON, NEW MEXICO APPROVING APPLICATION FOR NEW MEXICO DEPARTMENT OF TRANSPORTATION (NMDOT) MUNICIPAL ARTERIAL PROGRAM (MAP) FUNDS FOR THE DESIGN AND RECONSTRUCTION OF NORTH 17TH STREET FROM AVENUE D TO JEFFERSON AVENUE

WHEREAS, the City of Lovington recognizes the need for a state designated truck bypass to improve public safety and preserve our City streets; and

WHEREAS, the planned Lovington Truck Bypass comprises approximately 8.4 miles and includes sections of Commercial Street, Main Avenue, Dearduff Drive, Gum Avenue, 17th Street and Avenue R; and

WHEREAS, the proposed section of North 17th Street from Avenue D to Jefferson Avenue requires significant improvements to meet the state standards for a truck bypass; and

WHEREAS, North 17th Street provides a major link to U.S. Highway 82 and N.M. 206 and is therefore eligible for NMDOT MAP funds; and

WHEREAS, the City of Lovington desires to apply for \$646,408 in NMDOT MAP funds for the design and reconstruction of North 17th Street from Avenue D to Jefferson Avenue;

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

1. The Lovington City Commission fully supports and endorses the proposed project to design and reconstruct North 17th Street from Avenue D to Jefferson Avenue.
2. The City Manager of the City of Lovington is authorized to prepare all the necessary plans and documents required to submit an application for NMDOT MAP funds.
3. The Lovington City Commission pledges \$487,594 in local matching funds for the project.

APPROVED THIS 9th DAY OF MARCH, 2015.

MAYOR

CAROL ANN HOGUE, CITY CLERK

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 9, 2015



TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Resolution 2015-23: Authorizing 2015/2016 LGRF Application
DEPARTMENT: Executive
SUBMITTED BY: Jared Cobb, Assistant City Manager
DATE SUBMITTED: March 6, 2015

STAFF SUMMARY:

The New Mexico Department of Transportation (NMDOT) is soliciting applications for their Local Government Road Fund Grant (LGRF). Staff has prepared an application to request \$62,500 for the design and reconstruction of North 17th Street from Avenue D to Jefferson Avenue. Approval of this resolution will provide the City Manager the authority to submit the application to NMDOT.

The proposed budget for this project is as follows:

\$646,408 (55%) - NMDOT MAP Grant
\$50,000 (4%) - NMDOT LGRF Grant
\$487,594 (41%) - Local Matching Funds

FISCAL IMPACT:

REVIEWED BY: _____
(Finance Director)

This grant is for the next budget year, which starts July 1. If approved, staff will budget \$487,594 in the Capital Improvement Fund for this project.

ATTACHMENTS:

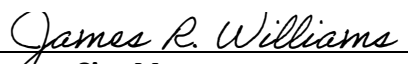
Resolution 2015-23

RECOMMENDATION:

Approve the resolution.



Department Head



James R. Williams
City Manager

RESOLUTION NO. 2015-23

A RESOLUTION OF THE CITY OF LOVINGTON, NEW MEXICO APPROVING APPLICATION FOR NEW MEXICO DEPARTMENT OF TRANSPORTATION (NMDOT) LOCAL GOVERNMENT ROAD FUNDS (LGRF) FOR THE DESIGN AND RECONSTRUCTION OF NORTH 17th STREET FROM AVENUE D TO JEFFERSON AVENUE

WHEREAS, the City of Lovington recognizes the need for a state designated truck bypass to improve public safety and preserve our City streets; and

WHEREAS, the planned Lovington Truck Bypass comprises approximately 8.4 miles and includes sections of Commercial Street, Main Avenue, Dearduff Drive, Gum Avenue, 17th Street and Avenue R; and

WHEREAS, the proposed section of North 17th Street from Avenue D to Jefferson Avenue requires significant improvements to meet the state standards for a truck bypass; and

WHEREAS, North 17th Street is a major local road and provides a connection to U.S. 82 and N.M. 206 and is therefore eligible for NMDOT LGRF funds; and

WHEREAS, the City of Lovington desires to apply for \$62,500 in NMDOT LGRF funds for the design and reconstruction of North 17th Street from Avenue D to Jefferson Avenue;

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

1. The Lovington City Commission fully supports and endorses the proposed project to design and reconstruct North 17th Street from Avenue D to Jefferson Avenue.
2. The City Manager of the City of Lovington is authorized to prepare all the necessary plans and documents required to submit an application for NMDOT LGRF funds.
3. The Lovington City Commission pledges \$487,594 in local matching funds for the project.

APPROVED THIS 9th DAY OF MARCH, 2015.

MAYOR

CAROL ANN HOGUE, CITY CLERK

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 9, 2015



TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Smokin on the Plaza Letter of Endorsement
DEPARTMENT: Executive
SUBMITTED BY: James R. Williams, City Manager
DATE SUBMITTED: March 3, 2015

STAFF SUMMARY:

Lovington MainStreet has requested the City Commission provide a letter of endorsement for the 2015 Smokin on the Plaza, which will be held June 19 and 20. This document will be attached to the Governors Proclamation which are part of the official IBCA sanctioning process.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

Endorsement Letter

RECOMMENDATION:

Motion to authorize Mayor to sign letter of endorsement for 2015 event.

Department Head

James R. Williams

City Manager



City of Lovington

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

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

March 9, 2015

To Whom It May Concern,

The City of Lovington is proud to support Lovington MainStreet's 6th Annual "Smokin' On The Plaza" Barbeque Cook-Off and Celebration on June 19, 2015. This event has become an annual opportunity to showcase the culture, music, history, and cuisine of Lovington and Southeastern New Mexico. In addition, the event provides the opportunity for local residents to compete against regional and national chefs. In fact, the 2014 Grand Champion and Reserve Champion went on to place in the nation Jack Daniel's Cookoff. The 2015 Smokin' On The Plaza promises to bring in more competition as well as attendees.

The City of Lovington recognizes the value of this event as it provides a positive impact to the quality of life of our citizens. On behalf of the Lovington City Commission, I am providing our official endorsement for this years event.

Scotty Gandy
Mayor
City of Lovington

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 9, 2015



TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Water Users Association Appointment
DEPARTMENT: Executive
SUBMITTED BY: James R. Williams, City Manager
DATE SUBMITTED: March 3, 2015

STAFF SUMMARY:

The Lea County Water Users Association has requested the reappointment of John Norris to the board. Staff have spoken to Mr. Norris and he is very interested in continuing to serve as one of Lovington's representatives.

FISCAL IMPACT:

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

RECOMMENDATION:

Motion to appoint.

Department Head

James R. Williams

City Manager

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 9, 2015



TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Award of Financial Services RFP
DEPARTMENT: Finance Department
SUBMITTED BY: Gary L. Chapman, Finance Director
DATE SUBMITTED: March 3, 2015

STAFF SUMMARY:

Staff will provide information to Commission at the meeting as the actual RFP opening is not to occur until the morning of March 9th.

FISCAL IMPACT:

Staff will provide detail.

REVIEWED BY: _____

(Finance Director)

ATTACHMENTS:

RECOMMENDATION:

Motion to approve Finance Directors recommendation.

Department Head

James R. Williams

City Manager

CITY OF LOVINGTON
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 9, 2015



TYPE: RESOLUTION ORDINANCE PROCLAMATION INFORMATION OTHER ACTION

SUBJECT: Accounts Payable
DEPARTMENT: Finance
SUBMITTED BY: Gary L. Chapman, Finance Director
DATE SUBMITTED: March 5, 2015

STAFF SUMMARY:

Finance Department staff have prepared the accounts payable for your review and approval.

FISCAL IMPACT:

See accounts payable detail.

REVIEWED BY: _____

(Signature)
(Finance Director)

ATTACHMENTS:

General Fund Accounts Payable
Utilities Fund Accounts Payable

RECOMMENDATION:

Motion to approve accounts payable.

(Signature)

Department Head

James R. Williams

City Manager

City of Lovington (New)
Summary A/P Ledger - A/P Summary CMeeting - General
From 3/1/2015 Through 3/30/2015

101 - General Fund

Vendor Name	Dept Code	Current Balance
4River Equipment		3,405.93
A-Tech Air Cond. & Heating		783.39
Abila		4,232.00
Accounting & Consulting Group		170.00
AlSCO		905.73
Amazon		110.08
American Legal Publishing Corp		495.00
American Medical Group, Inc		651.56
Apache Sales, Inc.		217.30
Arreola Chiropractic Center		840.00
Baja Broadband		1.50
BeGeo Investment LLC		47.50
Blaine Industrial Supply		1,014.04
Bob's Thriftway		516.00
Bound Tree Medical, LLC		2,010.05
Brodart-McNaughton Inc.		1,041.08
C & S Motor Parts Co.		335.68
C E S		9,664.48
Caprock Air Cond/Heating		893.47
Caprock Communications		327.50
Copies, Inc.		111.23
Costco Membership		165.00
Cowboys Corner		82.80
Dept. of Public Safety		225.00
E.N.M.U.R.		161.50
Farmer Brothers Company		169.94
Forrest Tire Co.		610.97
Gale/Cengage Learning		194.91
Galls/Quartermaster		98.95
Gary's Lock and Key		288.56

City of Lovington (New)
 Summary A/P Ledger - A/P Summary CCMeeting - General
 From 3/1/2015 Through 3/30/2015

Gebo Credit Corporation		607.29
Gebo Credit Corporation	1660	121.93
Gempler's, Inc		5,336.00
General Mailing & Shipping		175.00
General Welding Supply		375.00
H & K Pest Control Co.		117.32
Haarmeyer Electric		1,518.08
Higginbotham-Bartlett Co.		3,943.31
High Plains Refrigeration, Inc		128.18
Hobbs News-Sun		449.77
Hospital Services Corporation		64.20
Jim Trujillo		0.00
Kid's Reference Company, Inc.		397.15
Lea County Roadside		182.31
LEACO	9999	5,400.00
Lovington Auto Supply		308.16
Lovington Chamber of Commerce		1,500.00
Lovington Leader		1,147.60
Lovington Tire Service		1,110.56
Master Plumbers		1,956.07
Med-Vet International		615.31
Michael's Prescription Corner		54.63
MicroMarketing LLC		21.74
Modern Marketing		428.22
Mustang Country		673.70
National Creative Enterpries		64.25
New Mexico State University		200.00
OCLC, Inc.		214.44
Overhead Door Co.		244.00
P & D Petroleum, Inc		11,453.50
Pro-Treat Power Equipment		240.14
Professional Ambulance Sales		350.25

City of Lovington (New)
Summary A/P Ledger - A/P Summary CMeeting - General
From 3/1/2015 Through 3/30/2015

Public Safety Center, Inc.	293.61
Recorded Books LLC	1,700.00
Reid Insurance Group, Inc.	70.00
Roberts Oil & Lube	332.50
San Antonio Equipment Repair	620.00
School Specialty, Inc.	166.73
Sebco Books	33.50
Seidl Diesel Service	1,452.65
Solar Traffic Systems	1,173.00
Staples Advantage	607.40
Stericycle, Inc.	965.62
Strong Electric	730.75
Stryker Sales Corp.	1,464.66
Sunbird Home Resort Products	299.60
Technicon Training& Consulting	315.00
The Mercer Group	3,138.50
U S Food Service	2,225.54
Unifirst Corp.	67.10
Valentine Auto Service	1,145.88
Xerox Government Systems. LLC	<u>237.60</u>
Report Balance	<u>86,208.90</u>

City of Lovington (New)
 Summary A/P Ledger - A/P Summary CMeeting - General
 From 3/1/2015 Through 3/30/2015

Payee	Transaction Description	Check Amount
ALCO Stores, Inc	Finance-Angel Soft	-5.09
AT&T Mobility	Gen-Cell phones for Feb 2015	2,005.83
C E S	Finance-Central Plaza Streetscape- Profess Ser 8.4.14-11.28.1	6,234.40
Dailey-Wells Communications	Police-Radio's	56,089.80
EnergyPlex Toastmasters	Finance- Toastmasters Membership for 17 Employees to charter	1,105.00
Jami Bailey	Youth Center- Reimb for Pizza's	88.65
John's Carpet Barn	Code Enforcement- Recarpeting Office/Code Enf. and Plan & Cod	1,861.22
Johnnie's Floral & Gifts	Finance- Arrangement for Jay Fullers Mom	134.06
Lea County Electric	Gen-Electric Bill for Jan 2015	24,650.69
Lea County Museum	Museum- Lodgers tax 3rd quarter Jan-March 2015	5,000.00

City of Lovington (New)
 Summary A/P Ledger - A/P Summary CMeeting - General
 From 3/1/2015 Through 3/30/2015

Lovington Chamber of Commerce	Lodgers Tax- Visitor Upkeep Center Feb 2015	1,000.00
New Mexico Gas Company	Gen-Utility Gas Bill 1/15	2,613.10
NM Judicial Education Center	Judicial Fees for Jan., 2015	595.00
Norma Vejil	Senior Center- Reimb for Toshiba VCR Combo	542.50
Phillips 66 Co.	Gen-Fuel Card	133.91
Richardson Ford Sales, Inc.	Police-Ford Sedan Interceptor 1FAHP2MK1F G137685	26,660.00
Shell Oil Co.	Gen-Fuel Card Police N Marquez to Santa Fe Foe	22.12
Staples	Evidents Gen-Office Supplies	651.34
Staples Advantage	Judicial-Office Supplies	168.46
U.S. Postal Service	Library-Roll of Stamps	147.00
Visa	VISA JC 7334 2/14-Fuel for Training Senior Center Capital Outlay Training in Artesia	24.78

City of Lovington (New)
 Summary A/P Ledger - A/P Summary CCMeeting - General
 From 3/1/2015 Through 3/30/2015

Visa 9280 G Chapman	Visa 9280 G Chapman- Animal Control- Yr Renew for Merideth Hildreth/Annual Technical Support	385.00
Visa 9280 G Chapman	visa 9280 G Chapman 2/15- Vet/Animal Control-Year Renew Annual Technical Support	1,260.73
Windstream	Chamber -Phone Bill for 1/15	255.41
Windstream	EDC-Phone bill 1/15	196.43
Windstream	Gen-Phone Bills 1/15	4,592.62
Windstream	Main-Phone Bill 1/15	151.67
Wyatt Duncan	Finance-Reimb pur faucet Water Filter	<u>29.03</u>
Total		<u>136,593.66</u>
Grand Total		222,802.56

City of Lovington (New)
Summary A/P Ledger - A/P Summary CCMeeting - Water
From 3/1/2015 Through 3/30/2015

505 - Water & WasteWater

<u>Vendor Name</u>	<u>Current Balance</u>
American Medical Group, Inc	181.58
Apache Sales, Inc.	570.54
Atco International	1,375.00
BMN Meter Measurement	1,409.94
Border States Electric Supply	92.13
C & S Motor Parts Co.	14.49
Cardinal Laboratories	117.49
Control Design, Inc.	892.50
Copies, Inc.	960.98
Culligan Water Conditioning	24.50
Dana Kepner Co.	6,780.00
DPC Industries Inc.	752.56
General Welding Supply	38.00
Haarmeyer Electric	226.77
Higginbotham-Bartlett Co.	804.08
Industrial Muncipal Products	1,336.58
Lovington Auto Supply	14.73
Lyle Signs	737.68
M & R Tire Service, LLC	40.00
New Mexico 811	551.14
New Mexico Recycling Coalition	598.00
Odessa Pumps & Equipment	81.00
P & C Plumbing LLC	920.43
P & D Petroleum, Inc	1,604.19
Polydyne Inc.	504.00
Professional Communications	272.37
Pure Operations, LLC	3,423.07
Staples Advantage	199.99

Unifirst Corp. 150.86

Report Balance 24,674.60

Payee	Transaction Description	Check Amount
AT&T Mobility	Water-Cell Phone Bill for Feb 2015	647.57
Lea County Electric	Water-Electric Bill 1/15	24,662.54
New Mexico Gas Company	Water-Utility Gas Bill 1.15	1,403.05
Solid Waste Authority	Solid Waste-Roll- off Container Pickup for Jan 2015	3,664.24
Visa	Visa 7326 New Trvl- 2/15 WW Traveling-WW Fuel and Meals for Training Las Cruces	62.90
Waste Management of New Mexico	Solid Waste-Roll- Offs for Jan 2015	7,310.64

City of Lovington (New)
Summary A/P Ledger - A/P Summary CCMeting - Water
From 3/1/2015 Through 3/30/2015

Waste Management of New Mexico	Solid Waste- Polycart Jan 2015 res \$66344.60 Comm \$55508.74	121,853.14
Windstream	Water-Phone Bill for Jan 2015	462.38
Windstream	WasteWater- Phone Line for Scada Feb 15	60.25
Total		<u>160,126.71</u>
Grand Total		<u>184,801.31</u>