

REGULAR MEETING OF THE CITY COMMISSION
Monday, March 25, 2024 @ 5:30 PM
CITY COMMISSION CHAMBERS, 214 S. LOVE STREET

Call To Order

Mayor Roberts called the meeting to order at 5:30 pm.

Roll Call

Present & Answering Roll Call: Mayor Roberts, Commissioner Trujillo, Commissioner Gandy, and Commissioner White.

Not Present: Commissioner Boldt

Also Present: Police Chief Joe Clark, Fire Chief Skip Moorehead, City Manager David Miranda, City Clerk Shannon Lester, Finance Director Annette Cooper, Accounting Specialist Christy Gasman, and City Attorney Patrick McMahon

Invocation- Mayor Robbie Roberts

Pledge of Allegiance and Zia- Mayor Robbie Roberts

Approval of Agenda- Commissioner Gandy made a motion to approve the agenda with three removals. The removal of the non-action item Paramedical Program-Agreement with Nor-Lea & Lovington Fire Department/EMS. Also, in the action items, remove Resolution 2024-017 Variance request for 507 W. Ave G Carport Size and set back, and remove Resolution 2024-027 Appointment of New Mayor Pro-Tem. Commissioner Trujillo seconded the motion. A Roll Call Vote was taken. Commissioner Trujillo, yes; Commissioner White, yes; Mayor Roberts, yes; Commissioner Gandy yes;. Motion carried.

Consideration of Minutes- March 11, 2024- Commissioner Gandy motioned to approve the minutes and Commissioner Trujillo seconded the motion. Mayor Roberts requested a roll call vote. Commissioner Gandy, yes; Mayor Roberts, yes; Commissioner Trujillo, yes; Commissioner White, yes. Motion carried.

COMMISSIONERS & STAFF REPORT:

- City Clerk Shannon Lester had nothing to report.
- Accounting Specialist Christy Gasman had nothing to report.

- Police Chief Joe Clark stated they should have a new officer hired by the end of the week; Daniel Soto was rehired. They have 12 officers on the streets: 3 shifts (Day, Evening, nights) and 2 CID Detectives.
- This week the numbers are:
 Calls for Service – 605
 Crashes – 17
 Alarm Calls-7
 Traffic Stops- 92
 Citations Issued- 51
 Arrests – 17
- Fire Chief Skip Moorehead stated Zia Plumbing has gotten the new hot water heater installed in the station. EMS billing RFP review board met on Thursday, March 21, 2024. We had 2 companies reply to the RFP; QMC and EMS/MC. The review board graded the companies on 7 different criteria that equals 100%. There were 3 members of the review board for a total possible of 300. EMS/MC had a total of 295 out of a possible 300. QMC received a total of 224 out of a possible 300. The committee recommended to the Commission that the new billing company be EMS/MC. Also, they are still waiting for more quotes for mold abatement in station 1.
- Commissioner Trujillo thanked everyone for being there. Mentioned City Manager's 6-month evaluation time is now and so he would like to put it on the next agenda. He also said he knows there are some contracts where people owe the City money, and he would like to see those contracts if we could get those together for him.
- Commissioner White thanked everyone for being there. Thanked Judge Clayton for coming down to the meeting.
- Commissioner Gandy thanked everyone for being there.
- The Finance Director, Annette Cooper, thanked her staff for helping to work on the budget. She stated they will be working on next years budget next. Mayor Roberts asked if we will still be working with a fiscal agent and Ms. Cooper and City Manager Miranda explained we have 6 more months before we are released from our fiscal agent.
- City Manager David Miranda stated he put a report in front of the Commissioners and the Mayor showing a snapshot of the City of Lovington financial status. This is a reference that starts off with our bank balance and where we're standing financially. The January GRT number came in at \$1.9 million, which is the second highest in history and \$200,000 higher than the same period last year. This also shows the latest LEDA balance along with the Sports and Recreation fund balance.

To Commissioner Trujillo's point we will have a list of our total obligations in future reports so we can know the city's total exposure. I know the mayor is always interested in seeing our utilities in what Navajo is using and being billed. To Commissioner Gandy's request there is a monthly number of how much the city is using in terms of water. In the period from February 29 to March 20th, the city consumed 70,200,000 gallons of water. The city consumes about a billion gallons of water a year. Miranda is confident in those numbers as the meter at the 24-inch main was checked. Utilities are shown broken down into departments, Fire and EMS, Senior Citizen Center, Police Department, Code Enforcement. The charts show what goes into the bank after all other funds are taken out to include LEDA and taxes. He showed 10 years of GRT data and then showed a 10-year-old chart to show as a comparison. The City Manager also talked about having a backup water line in case something should happen to the main water line. He stated once a month he will report this data for the Commissioners and Mayor.

- Mayor Roberts stated he appreciated everyone being there. He was ready to have the Judge sworn in.
- Swearing in of Honorable Judge Mark Owens- Judge Clayton swore in Mark Owens to be Judge for the Municipal Court of Lovington.

PUBLIC COMMENT

- Junior Hernandez from EDC stated the county has been pushing a new housing incentive program. At the last EDC meeting, they discussed a measure to propose funding \$400,000 matching grant from EDC to the city for infrastructure to go along with any incentive the county gives for construction or developers. We want to plan for not only constructing new homes but also infrastructure of sewer lifts, water usage, sirens, etc. Because these are things that will also have to be upgraded to accommodate a growing community when homes are being built and new people are moving into Lovington.

NON-ACTION ITEMS:

- **Discussion of Alternate Judges-Mayor Roberts**
Jim Trujillo and Nellie Stroh approached him and stated they are not interested in being alternate judges. So, we need to advertise for this position and find another candidate to fill that position.

ACTION ITEMS:

- **Resolution 2024-023 Approval of the updated ADA Transition Plan**
 Commissioner Gandy made a motion to approve this resolution, Commissioner Trujillo seconded the motion. Gabriel Astorga stated, Staff has updated the ADA transition plan and has presented this to City Commission for any additional information or feedback. This plan is due to the State in April. The plan not only covers nondiscrimination against employment, but also the city plans to construct and improve ADA compliance throughout the City's facilities, streets, sidewalks and parks. Mayor Roberts requested a Roll call Vote. Commissioner White, yes; Commissioner Gandy, yes; Commissioner Trujillo, yes; Mayor Roberts, yes. Motion Carried.
- **Resolution 2024-024 - Approval of Lodgers Tax Request for FY24 - 4th Quarter**
 Commissioner Gandy made a motion to approve this resolution, Commissioner Trujillo seconded the motion. Mrs. Betty Price presented the Lodger's Tax request for FY 2024 recommendation which met on March 6, 2024. The Submitters were as follows: Lovington Main Street- 13,800.00; Lovington EDC- 12,900.00; Team Roping at Cinco de Mayo- 7,125.00; Lovington Chamber- 13,850.00; High Plains Jr. Rodeo- 7,325.00. Total fiscal impact is \$55,000. Mayor Roberts requested a Roll call Vote. Mayor Roberts, yes; Commissioner White, yes; Commissioner Trujillo, yes; Commissioner Gandy, yes. Motion Carried.
- **Resolution 2024-025 - Approve Airport Hangar Bid**
 Commissioner Gandy made a motion to approve this resolution, Commissioner Trujillo seconded the motion. City Manager Miranda stated there is no reason to have the hangar and there have been 2 bids received. One from Don Pitts \$5,530.00 and Mark and Ruby Owens \$9,533.00. Commissioner Scotty Gandy would like to make a motion to restate his Resolution 2024-025 Approval of Airport Hangar bid based on highest bid to Mark and Ruby Owens for \$9,533.00. Commissioner David Trujillo seconded the motion. Mayor Roberts requested a Roll call Vote. Commissioner Trujillo, yes; Mayor Roberts, yes; Commissioner Gandy, yes; Commissioner White, yes. Motion Carried.
- **Resolution 2024-026 - Approve RFP for EMS Billing Services**
 Commissioner Gandy made a motion to approve this resolution. Commissioner Trujillo seconded the motion. Fire Chief Skip Moorehead stated there were 2 RFP's for the EMS Billing Services received. An RFP committee comprised of Fire Chief Moorhead, Deputy Fire Chief Voyles and EMS Supervisor Farnum reviewed the proposals. EMS/MC scored 295 out of 300 and QMC scored 224 out of 300. Fire Chief Moorehead would like to recommend to the Commission for them to pick EMS/MC for the EMS Billing Services. Commissioner Scotty Gandy restated his Resolution to approve Resolution 2024-026 RFP to be awarded to EMS/MC for the EMS billing services. Commissioner David Trujillo seconded the motion.

Mayor Roberts requested a Roll call Vote. Mayor Roberts, yes; Commissioner Gandy yes; Commissioner White, yes; Commissioner Trujillo yes. Motion Carried.

- **Resolution 2024-028 - Approve 3rd Quarter Budget Adjustments FY24**
Commissioner Gandy made a motion to approve this resolution. Commissioner Trujillo seconded the motion. Finance Director Annette Cooper handed out the budget for the 3rd quarter. She suggested some adjustments to be made but explained some of the revenues they see in the report is also some of the expenses they see going out which is the capital outlay grants, which are a wash. She also stated the funds have now been sorted out of what money is to be transferred into which funds. She has created template screens to keep all accounts/funds straightened out. Mayor Roberts requested a Roll call Vote. Commissioner Trujillo yes; Mayor Roberts, yes; Commissioner Gandy yes; Commissioner White, yes. Motion Carried.
- **Finance Report and Accounts Payable**
Commissioner White made a motion to approve the bills and Commissioner Gandy seconded the motion. Mayor Roberts requested a Roll call Vote. Mayor Roberts, yes; Commissioner Gandy, yes; Commissioner White, yes; Commissioner Trujillo, yes. Motion Carried.

ADJOURNMENT:

Mayor Roberts adjourned the meeting at 7:18 pm

APPROVED: _____
HOWARD D. ROBERTS, MAYOR

ATTEST: _____
SHANNON LESTER, CITY CLERK