

**AGENDA**  
**City of Hobbs Planning Board – Regular Meeting**  
**May 21<sup>st</sup>, 2024 at 10:00 AM**

**W.M. “Tres” Hicks, Chairman**  
**Bill Ramirez**  
**Brett Drennan**  
**Larchinee Turner**

**Guy Kesner, Vice Chairman**  
**Ben Donahue**  
**Brett Clay**

**Tentative Agenda for the Planning Board Regular Session Meeting to be held on Tuesday, May 21<sup>st</sup>, 2024 at 10:00 AM, at the City of Hobbs Annex Building, First Floor Commission Chambers located at 200 E. Broadway, Hobbs, NM 88240.**

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**AGENDA**

**Call To Order and Roll Call.**

- 1) **Review and Consider Approval of Agenda.**
- 2) **Review and Consider Approval of Minutes.**

**April 16<sup>th</sup>, 2024 – Regular Meeting**

**Communications from Citizens. (3-minute limit per citizen)**

**ACTION ITEMS**

- 3) **Review and Consider ICIP Top 10 recommendations. ICIP entry deadline is July 12<sup>th</sup>, 2024.**
- 4) **Review and Consider proposed Subdivision for Gutierrez Claim of Exemption Tract 1-C. The property is located west off of Knowles Road and North East of the Wind Song Subdivision.**
- 5) **Review and Consider Preliminary Plans for Northland Estates Unit 1 and Unit 2.**
- 6) **Review and Consider Kass-Glorietta-Iron Subdivision Development Agreement.**
- 7) **Review and Consider a Fence Variance for a residential property located at 1301 S Houston Street.**
- 8) **Review and Consider a Setback Variance for monument signs in the College Square Subdivision.**

**DISCUSSION ITEMS**

- 9) **Review and Discuss changes to existing Fence Policy.**

**Adjournment.**

**The City will make every effort to provide reasonable accommodations for people with disabilities who wish to attend a public meeting. Please notify the City at least 24 hours before the meeting. Telephone 575-397-9232.**

*“Notice is hereby given that a quorum of the Hobbs City Commission may be in attendance at this meeting.”*

## 4/16/2024 Planning Board Meeting Minutes

**PLANNING BOARD REGULAR MEETING  
MINUTES  
APRIL 16, 2024**

The Hobbs Planning Board met on April 16, 2024, at 10:00 a.m. at the City of Hobbs Annex Building, First Floor Commission Chambers, located at 200 E. Broadway, Hobbs, NM 88240 with Mr. Guy Kesner, Vice Chairman, presiding.

**Members Present:**

Guy Kesner, Vice Chairman  
Bill Ramirez  
Ben Donahue  
Brett Drennan

**Members Absent**

W.M. "Tres" Hicks, Chairman  
Larchinee Turner  
Brett Clay

Also present were members of the public and City staff as follows:

Todd Randall, City Engineer  
Anthony Henry, Deputy City Engineer  
Valerie Chacon, City Attorney  
Medjine Desrosiers-Douyon, Deputy City Attorney  
Bruce Reid, Lea County Planner  
6 Citizen(s)

Kristalyn Seepersad, Project Manager  
April Hargrove, Engineering Assistant

**Call to Order and Roll Call**

Ms. April Hargrove, Engineering Assistant, did a roll call for members as follows:

Mr. Ramirez-yes, Ms. Turner-absent, Mr. Kesner-yes, Mr. Drennan-yes, Mr. Clay-absent, Mr. Donahue-yes, and Mr. Hicks-absent. There were four members present at the meeting.

Mr. Kesner called the meeting to order at 10:02 a.m.

**1.) Review and Consider Approval of Agenda**

The first item of business was to review and approve the agenda for the April 16, 2024 meeting. Mr. Kesner asked if there were any additions or changes to the agenda. Mr. Randall stated the developer requested Item 3, regarding the discussion for South 40 Masterplan and Unit 1, be removed from the agenda. Mr. Ramirez made a motion, seconded by Ms. Turner to approve the agenda as amended. The vote on the motion was 4-0 and the motion carried.

**2.) Review and Consider Approval of Minutes**

Mr. Kesner asked if everyone had a chance to read the Regular Meeting Minutes from March 19, 2024. Mr. Donahue made a motion, seconded by Mr. Ramirez to approve the Regular Meeting Minutes as presented. The vote was recorded as follows: Ramirez yes, Kesner yes, Clay absent, Donahue yes, Turner absent, Drennan yes, Hicks absent. The vote on the motion

was 4-0 and the motion carried.

### **Communications from Citizens**

There were no communications from citizens.

### **Discussion Items**

- 3.) **Review and Consider the Proposed Subdivision for South 40 Master Plan and Unit 1 as presented by the owner. The property is located at Marland Street between Fourteenth Street and S. Landfill Road.**

This item was removed from the agenda.

- 4.) **Review and Consider the updated Master Plan for Trinity Estates and Preliminary Plan Approval of Unit 3.**

Mr. Randall stated this is the updated master plan for Trinity Estates and the preliminary plan approval for Unit 3. He stated development is progressing with Unit 2 currently under construction and plans for Unit 3's connection to Del Norte Parkway which has access to Grimes. He stated Unit 3 will have 54 lots. Mr. Randall stated there are potential modifications to the cul-de-sac and the sizing of lots. Mr. Randall stated that staff comments have already been addressed for the overall master plan and this is just an overview.

Mr. Randall stated Mr. Jesse Stuart and Mrs. Olivia Stuart were in attendance and asked them if they had any comments. They did not have comments.

Mr. Randall stated there will be a development agreement brought to the Planning Board as far as a gap at Del Norte Parkway. Mr. Randall stated there are considerations about extending Del Norte Parkway through Unit 3 or if it should be stopped at just one house so that there is not an existing roadway on the back to the existing properties. He stated there will be a discussion between the City of Hobbs and Stuart Homes regarding what is best.

In response to Mr. Kesner's question regarding the cost, Mr. Randall discussed the allocation of costs between developers and the municipality. He stated when there is an infrastructure gap the fair share dollar amount is used and, in the past, as well as 50% of the roadway since the developer does not have the benefit of both sides of the road. Mr. Randall explained that the fair share dollar amounts were established in 2013 to cover part of the infrastructure costs, but the amounts no longer fully cover the expenses due to cost increases over time. However, it does take the burden from the developer as far as gap infrastructure.

In response to Mr. Ramirez's question whether the size of the cul-de-sac is sufficient for vehicles like fire trucks and ambulances to maneuver comfortably. Mr. Randall stated it is 100-foot radius cul-de-sac and 80-foot paved area, which may pose some challenges for larger emergency vehicles like fire trucks. He stated smaller vehicles like ambulances might be able to manage with a three-point turn, and fire trucks might find it more difficult, especially if there



are vehicles parked in the cul-de-sac. However, it seems that the cul-de-sacs aren't usually deep enough for fire trucks to drive all the way in, and they typically stop at intersections where there are fire hydrants. Mr. Randall stated this subdivision the trash pickup is done on the street, but there haven't been any reported issues with waste management in the cul-de-sac.

Mr. Randall discussed the complaints in residential areas typically arise when houses face the street, leading to issues with traffic flow and safety. He stated the City has been working on improving collector roadways like Glorietta and Ranchland, where houses don't have driveways facing the street, to alleviate some of the concerns. There is a focus on directing traffic towards key locations like Del Norte Parkway, which is a half-mile roadway that may eventually require a signalized intersection as more development occurs. Mr. Randall stated plans are in place to extend Parkway all the way back to Fowler, with provisions made for this extension in park improvements, although the exact design and implementation are still to be determined.

**5.) Review and Consider RV Park Proposal for Nuevo Amanecer RV Park located off of US Highway 62 just South of Willow Bend Villas.**

Mr. Randall stated the next two items are RV parks and brought to discussion only as requested by the property owners to get input from the Planning Board. He further stated staff will send notices to the surrounding property owners as far as the proposed RV locations.

Mr. Randall stated this is a proposal for Nuevo Amanecer RV Park located off of US Highway 62. He stated it is south of Willow Bend Apartments. Mr. Randall stated the proposed park will consist of 59 RV units and will span more than one acre. The development will be phased, with the entire property eventually designated as an RV park. Mr. Randall stated the entire piece of property will be presented at the next Planning Board meeting.

Mr. Jeremy Baker, Square Root Service, explained there's a manhole south of the property that's not indicated on the GIS, but it's there and it channels back to the property. The flow from this manhole might not be enough to serve the entire property, especially if it's too shallow. He further explained that is the reason for limiting the development to 30 spaces, which can possibly be served by gravity flow from that manhole. However, if the elevation is too low for gravity flow for the remaining part of the property in the back, we might need to consider installing a private lift station to manage the sewer system there.

In response to Mr. Ramirez's question, Mr. Baker stated all utilities will be underground.

Mr. Kesner asked where the solid waste pickup is going to be. Mr. Baker stated it is still in the preliminary stages. He stated the driveway entrance lines up with the existing one. A traffic study will need to be conducted to meet state regulations for access.

Mr. Kesner stated he does not see a problem with the RV Park. He stated he wants to ensure it adheres to all regulations on RV parks.

**6.) Review and Consider Proposal for an RV Park located off East Main Street. Proposal is for approximately 5 acres of land.**

Mr. Randall stated this is a proposal for an RV park located off East Main Street. He further stated the RV park had been approved prior, but it was only a portion of the property. The property owner is looking at a much bigger area and wants to make all three of his lots an RV park. Mr. Randall stated it will be presented at the next Planning Board meeting and notices will be sent to surrounding property owners notifying them of the proposed RV park. Mr. Randall stated there are potentially two access points on Main Street and there is a road on Ninth Street and Alameda Street that could be developed as far as the entrance onto the property.

Mr. Kesner asked if the area would require two access points with the density. Mr. Randall replied yes, once there are 30 units then the developer will be required to have another access point.

Mr. Randall stated there hasn't been a preliminary design done on this yet. However, the Planning Board has approved the RV Park on the far west piece of property. Mr. Randall stated it was approved approximately two to three years ago. He stated since it has been a while, it is reasonable to reassess it and for the Planning Board and public to make comments as far as whether this is still a good use and location for an RV park. Mr. Randall discussed the sewer lines and depths of the sewer lines.

In response to Mr. Kesner's question if the City will be responsible for a lift station, Mr. Randall explained it is similar to Zia RVillas on World Drive, if they have their own on-site lift station and force main, they would likely be responsible for maintaining and operating it.

Mr. Randall stated there are a few things that require a public vote such as the placement of an RV park or mobile home park inside city limits. Typically, since Hobbs doesn't have zoning you can do anything you want on your property. Mr. Randall stated RV parks, mobile home parks, and man camps require public votes as far as consideration of the location and if it is the best place.

**7.) Review and Consider an updated Water and Sewer Masterplan.**

Mr. Anthony Henry, Deputy City Engineer, presented the updated Water and Sewer Masterplan. Mr. Henry discussed the high-level overview of the water and sewer master plan for the Utilities Department. He stated this is completed every seven to 10 years with the last one being completed in 2013. Mr. Henry stated the first graph shows the well capacity versus the maximum day demand. It is showing that to our well capacity on the south system, which is everything south of Joe Harvey is above what we project we will need by 2044. On the north system, which is everything north of Joe Harvey we will run out of capacity on our wells by 2029. Mr. Henry stated we will need additional wells to our north system.

Mr. Henry covered a lot of ground in the overview of the water and sewer master plan. He primarily focused on ensuring the capacity and efficiency of the water and sewer systems meet

current and future demands, especially considering factors like population growth and weather events.

Mr. Henry discussed the analysis of the water system indicating a need for additional wells in the north system to address capacity issues, while the south system seems to be in better shape. He noted that while pumping capacity is sufficient, there's a need for more wells to match it effectively. Additionally, addressing ground storage inadequacies and considering the possibility of new overhead storage tanks to meet peak day volumes are key strategies.

Mr. Henry further discussed the sewer system, he addressed wet weather flow and potential surcharge events. Upgrading lift stations and considering upsizing sewer lines in certain areas are crucial for maintaining system functionality, especially with anticipated developments like the South 40 project. He stated the idea of eliminating lift stations and optimizing the network's layout shows a commitment to efficiency and sustainability.

Mr. Henry identified both strengths and areas for improvement in the utility systems and have developed actionable plans to address them. It's a comprehensive approach that ensures the continued reliability and resilience of your water and sewer infrastructure.

### Action Items

**8.) Review and Consider Plat Vacation and Dedication for roadway located in Carswell Addition Block 190 as submitted by owner, Lea County State Bank.**

Mr. Randall stated this is the vacation and dedication plat for the roadway located in Carswell Addition Block 190. Mr. Randall stated there is an alley that goes right in front of Lea County State Bank. Additionally, there is an oversized right-of-way on the south side of the area. He stated Lea County State Bank is proposing to put a backup generator on the property. He stated this could involve either leasing a portion of the public right-of-way or vacating the alley to make space for the generator. Mr. Randall stated the City would like to vacate the alley because there are never going to be utilities in the alleyway. He further stated the generator would likely be located next to the electrical transformer, serving as a backup for the existing power supply. Mr. Randall presented the layout that includes vacating the alley and a portion of the right-of-way for Corbett Street while ensuring a 10-foot distance from the back of the curb to accommodate necessary space and maintain right-of-way at the intersection for ADA (Americans with Disabilities Act) improvements. Additionally, he mentioned the overlaying of an easement for a gas line that was located under the building. Mr. Randall stated the gas company located the gas line going underneath the canopy area. The gas company couldn't confirm if it was active, but it is shown on the layout and overlaid with an easement.

Mr. Ramirez asked if all of the utility companies signed off on the sign-off sheet. Mr. Randall stated the City Utilities has approved so far. He stated he has not communicated with the other utility companies but hasn't identified any additional utilities in the area being vacated, apart from those already encumbered with an easement. Mr. Randall stated the plan will proceed to the City Commission based on the Planning Board's recommendation.

There being no further discussion, Mr. Donahue made a motion to approve the Vacation and Dedication Plat for the roadway located in Carswell Addition Block 190 submitted by the owner, Lea County State Bank, seconded by Mr. Ramirez. The vote on the motion was 4-0 and the motion carried.

**9.) Review and Consider Preliminary Plan for Dedication Plat for Adell Drive located off Millen Drive East of Lovington Highway.**

Mr. Randall stated this is the preliminary plan for the dedication plat for Adell Drive, which is related to Covenant Hospital. Mr. Randall explained Adell Drive, going south, was improved going all the way to Covenant Hospital entrance. Mr. Randall stated the City is requesting the dedication of the extension and a triangle area (shown on the plat). He further stated the City has been in discussion with Del Norte, since the hospital's construction, to swap property in this location because there was only a portion of Adell built or dedicated that is needed for this intersection. Mr. Randall stated Covenant Hospital agreed to the dedication as shown on the plat. Additionally, the City required a surface subsurface easement to the extension of the property and a small piece based on the overall design. Mr. Randall stated there is an engineer certification on the roadway and all the utility improvements. He further stated the approval process seems to be progressing, with considerations for extending Adele Drive and connecting it back to Scenic Drive, as well as plans for a signalized intersection to serve the hospital, adjacent properties, and future development.

Mr. Kesner disclosed that he is associated with Del Norte. He stated Del Norte is owned by his employer.

Mr. Donahue made a motion to approve the Preliminary Plan for Dedication Plat for Adell Drive., seconded by Mr. Drennan. The vote on the motion was 4-0 and the motion carried.

**Adjournment**

With nothing further to discuss Mr. Ramirez made a motion, seconded by Mr. Drennan to adjourn. The meeting adjourned at 10:52 a.m. The vote on the motion was 4-0 and the motion carried.

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Guy Kesner, Vice Chairman

## Action Items: ICIP Top 10 Recommendations

Please submit your ICIP via the Google Form ([click here for link](#))

## **FY2026-2030 Infrastructure Capital Improvement Plan (ICIP) Local Government ICIP Guidelines**



**Department of Finance & Administration  
Local Government Division (DFA/LGD)  
407 Galisteo, Bataan Memorial Bldg. Rm 202  
Santa Fe, NM 87501**

The Local Government ICIP website is available at  
<https://www.nmdfa.state.nm.us/local-government/icip/>

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## A. Creating the FY 2026-2030 Infrastructure Capital Improvement Plan

### Introduction

The local Infrastructure Capital Improvement Plan (ICIP) is a plan that establishes planning priorities for anticipated capital projects. The state coordinated local ICIP process encourages entities to plan for the development of capital improvements so that they do not find themselves in emergency situations, but can plan for, fund, and develop infrastructure at a pace that sustains their activities.

The Department of Finance and Administration (DFA), through its authority in NMSA 1978, Sections 5-8-6A, 6-6-2J, 6-6-4, 9-6-5.1, 11-6-2, 11-6-3, 11-6-4.1, 11-6-5, and 11-6-5.1, **strongly encourages** each jurisdiction to prepare a five-year infrastructure capital improvement plan (ICIP).

New Mexico counties, municipalities, tribal governments, and special districts evaluate their infrastructure priorities and participate in the ICIP process each year. Senior Citizen Facilities must also submit their own ICIP, separate from their governing body. This will assist in assessing the critical needs of each facility. The ICIP Guidelines and ICIP Data Entry Instructions will work in tandem to guide entities on how to participate in the Local ICIP process, and how to input project information into the ICIP database.

The initial step in the ICIP process is the creation of the individual entity plan. The plan covers a five-year period and is developed and submitted annually. It includes policy direction, funding time frames, estimated costs, justifications, and the details of each specific infrastructure capital improvement project proposed, by year, over the five-year period. The plan includes repair or replacement of existing infrastructure and the development of new infrastructure. Each proposed project includes Legislative Language, Description/Scope of Work, Priority Rank of all projects, Proposed and Secured Funding Budget, Project Budget, Phasing information and Phasing Budget (if applicable), and Operating/Maintenance Budget.

**Each participating entity must update their project information in the ICIP database and submit copies of the written approval of ICIP by the governing body. Tribal Governments that are not able to obtain a Resolution may provide a Letter of Approval from a Governor, President, or Chapter President. Senior Citizen facilities must provide a copy of fiscal agent's resolution and a letter from director certifying their ICIP.**

The final ICIP report is available to view on the DFA/LGD website at <https://www.nmdfa.state.nm.us/local-government/icip/> for the public, NM State Governor, Tribal governments, legislators, local elected officials, local entities, and funding agencies to view.



## B. General Information

**Coordinator** – The Department of Finance and Administration/Local Government Division (DFA/LGD) coordinates the Local Government Infrastructure Capital Improvement Plan (ICIP) process. If you would like to participate in the process or need assistance in developing a plan, please contact Geovanna Losito at [Geovanna.Losito@dfa.nm.gov](mailto:Geovanna.Losito@dfa.nm.gov) or (505) 257-8098 or your local Council of Governments (COG) (page 16).

### FY2026-2030 ICIP Submission Deadlines:

- **Senior Citizen Facilities – Wednesday, May 15, 2024**
- **Special Districts – Friday, June 14, 2024**
- **Tribal Governments – Friday, July 12, 2024**
- **Counties and Municipalities – Friday, July 12, 2024.**
- **Final Publication – Friday September 13, 2024**

1. **ICIP Database Input** - Enter planning information into the ICIP database at <https://www.state.nm.us/capitalprojects/>.

2. **ICIP Planning Information – Update and submit annually.**

#### Entity Information

- Government Agency/Entity Code (auto populated at log in)
- COG District
- ICIP Officer, Procurement Officer, Financial Officer: name, telephone, email
- Address Information
- Entity type
- Compliant with Executive Order 2013-006
- Planning Information

#### Capital Project Detail

- Priority
- Year/Rank
- Project Title
- Project Contact Information
- Total Project Cost
- Class
- Type/Subtype
- Project Location (include Latitude/Longitude)
- Legislative Language
- Scope of Work
- Secured/Potential Funding Budget
- Project Budget
- Phasing Budget
- Operating Budget
- Who will Own, Operate, Fiscal Agent, Own Land, Own Asset, and Maintain?
- #19 Answer all questions as related to each specific project.

**3. ICIP Submission Specifications** - Do not mail or fax ICIP submission.

To submit your ICIP [CLICK HERE](#)

1. ICIP SUBMISSION SPECIFICATIONS - Submit one (1) ICIP per entity. Do not mail or fax ICIP submission. Please utilize the ICIP Submission Google form.
2. Attach submission documents when all entity information and project description information has been entered into ICIP database. Do not attach or email the ICIP project reports as they will be reviewed from the ICIP database by the ICIP program manager.
3. Submission documents are available on the ICIP webpage at <https://www.nmdfa.state.nm.us/local-government/icip/>. Direct link to database <https://www.state.nm.us/capitalprojects/>.

Please include the three submission forms as three separate attachments below:

- a. **Required Documents for ICIP Submission:** (Submission documents available on the ICIP website at <https://www.nmdfa.state.nm.us/local-government/icip/>) A **Check List** is provided in Appendix E. (pg. 28), to assist you in gathering the information needed for your FY2026-2030 ICIP annual submission. Please do not submit the check list with your ICIP submission.
- b. **Completion Certification form** – Appendix I. (Certifies that all information was provided Entity Profile and Project information (sample on pg. 25))
- c. **Written approval of ICIP by governing body.** Provide a **Resolution of Approval**- Appendix II. (Sample on pg. 26), from entity governing body. Tribal Governments that are not able to obtain a Resolution may provide a **Letter of Approval** from a Governor, President, or Chapter President. **If an adopted Resolution or Letter of Approval is not included, the ICIP will not be accepted.** Senior Citizen facilities must provide a copy of their fiscal agent's resolution and a letter from director endorsing their ICIP.
- d. **Permission for Access Form** - Appendix III. (Sample on pg. 27) Complete form to include information on the individual who will input the ICIP information into the database on behalf of the entity. This person may be contacted by the coordinator if additional information is required.

Questions: Please send email to: [lgd.icip@state.nm.us](mailto:lgd.icip@state.nm.us) or contact Geovanna Losito, ICIP Program Manager at [Geovanna.Losito@dfa.nm.gov](mailto:Geovanna.Losito@dfa.nm.gov).

**4. Unacceptable ICIP Submission**

1. ICIP submissions received after the deadline will not be accepted.
2. ICIP submissions missing any of the documents listed and information above as REQUIRED will be deemed non-compliant.

**5. ICIP Submission Extensions**

ICIP submission extensions will only be accepted after the deadline if an extension request has been approved by DFA/LGD. Extension requests will be reviewed and granted on a case-by-case basis. To be considered for an extension, requests must be submitted in writing via email to Geovanna Losito at [Geovanna.Losito@dfa.nm.gov](mailto:Geovanna.Losito@dfa.nm.gov) as the FY2026-2030 ICIP submission dates have been extended, extension approvals will be limited.

**6. ICIP Database** - Plans are updated annually by completing the information on the ICIP database at <https://www.state.nm.us/capitalprojects/>. Entities that participated in the ICIP process last year will use their previously assigned codes and passwords. Entities that have lost or forgotten their passwords should contact Geovanna Losito via email at [lgd.icip@state.nm.us](mailto:lgd.icip@state.nm.us).

**7. New ICIP Access** – Entities requesting access to the ICIP database must submit their request via email to [lgd.icip@state.nm.us](mailto:lgd.icip@state.nm.us). Entities will submit a New ICIP Entity Access form and Permission for Access form which requests the following information: Contact Name, Entity Name, County, Contact phone number, and email address. Each entity must be incorporated or a recognized political subdivision of the State of New Mexico.

**8. ICIP Worksheets** are available in Word format. The worksheets contain the questions asked on the web forms at the ICIP website, with a slightly different format. DO NOT submit the worksheets with your ICIP submission. Worksheets are available on the ICIP website at <https://www.nmdfa.state.nm.us/local-government/icip/>.

9. **Current State Fiscal Year 2026-2030 plan** - This means that the 5-year cycle of the current plan should be from July 1, 2025, through June 30, 2030.
10. **Financial compliance** – The financial compliance section of the ICIP is intended as a reminder of the requirements an entity must meet when seeking state funds to complete projects that may be included in their plan. Pursuant to the State of New Mexico Executive Order 2013-006 <https://www.nmdfa.state.nm.us/budget-division/capital-outlay-bureau/>), the Department of Finance and Administration is responsible for establishing uniform funding criteria, grant management, and oversight requirements for grants of State Capital Outlay Appropriations by State Agencies to other entities. If an entity is not in compliance with the financial reporting requirements at the time of submission, they may still submit an ICIP to LGD.
11. **Projects listed must include an amount not yet funded to include partial or total funding** - Projects that are fully funded should not be part of this plan. Do not list placeholder projects. All projects must include a project title specific to the actual project on the ICIP.
12. **Regional projects** - If you have a regional project on your ICIP, first decide which entity will be the lead/fiscal agent and responsible for the overall project. Next, identify all entities that will directly benefit from the project. All entities identified as beneficiaries must include the regional project on their individual ICIP. It is preferred, and **strongly encouraged** that all entities list the regional project as the same rank on their ICIP. When reporting a regional project, you must ensure the Title, Description, and Budget is identical on all participating entities' ICIP's. Identify your entity's role in the description.
13. **Special districts that are political subdivisions should report separately** - A special district, being a separate subdivision of the state, should report separately and not through its county. The special districts category includes mutual domestic water consumer associations, acequias, land grants, and smaller incorporated municipalities. A political subdivision is a separate legal entity of a State which usually has specific governmental functions. The term ordinarily includes a county, city, town, village, or school district, sanitation, utility, reclamation, drainage, flood control, or similar district. A political subdivision's legal status is governmental.
14. **Senior Citizen Facilities is a separate Entity Type in the ICIP and should report separately** - The State is attempting to gain a full assessment of the infrastructure needs for each senior citizen facility; therefore, all Senior Citizen facilities are encouraged to submit an ICIP separately from their respective fiscal agent. Each facility will be assigned an entity code and password to access the ICIP database.
15. **Fire districts and departments should not report separately but should report their prioritized needs to their authorities** - Fire districts and departments cannot file their own ICIP and should report their needs to their authorities (counties or municipalities) for inclusion in the authorities' ICIPs.
16. **Five Year Plan with Priorities** - Project rankings within any given year must be consecutive. For example, please do not skip a project rank by listing a 2025-01 project and a 2026-03 project without also including a 2024-02 project. **Only list one project per priority ranking per year. Do not duplicate ranking.**
17. **Project Phases** - A phase is a standalone functional or operable stage during the development and/or life of a project. Phases can be grouped into three main categories: Planning, Design, and Construction. Do not enter phases individually as separate projects in the ICIP database. When entering information into the database, the description must reflect the entire project as a whole with the phases necessary to complete it.
18. **Project Specificity** - When identifying projects, be as specific as possible. Do not include general or "place holder projects". **Do not generalize.** For example, "street improvements" should be identified as **"Street Name" Improvements.**

- 19. Deactivate Project** - To deactivate a project, click on the “Deactivate This Project” button located at the bottom of the project edit page. If your project has been cancelled or deactivated, choose from drop down menu: Change of Priority, Data Entry/System Error, Lack of Funding, Project Complete, or Other. **Projects cannot be deleted; you must use the deactivate option. If you wish to reactivate or delete any of your projects, please contact Geovanna Losito at [Geovanna.Losito@dfa.nm.gov](mailto:Geovanna.Losito@dfa.nm.gov).**
- 20. The request to delete projects must include Project I.D. number and Project Title. Please note, if a project is deleted, it will be permanently removed from the ICIP database with no option to recover.**
- 21. Review Process** - DFA/LGD staff will provide technical assistance for all entities by reviewing each submission. You will be contacted after your submission to seek clarification on specific projects and request corrections/changes, of which the entity will be given **2-3 days** to make said corrections in the ICIP database.
- 22. ICIP Publication & ICIP Dashboard** - **The complete ICIP Publication and ICIP Dashboard will be available before the 2025 Legislative Session.** The ICIP Publication will include the entity information report, project summary, and FY 2026 top 5 projects of all participating entities. The final report will be available on the ICIP website at <https://www.nmdfa.state.nm.us/local-government/icip/>. A notice stating the ICIP publication is available, is sent to the Governor of New Mexico, all Legislators, Legislative Finance Council, Legislative Council Service, and all participating State Agencies and local governments.
- 23. Amendment Process**  
After the final ICIP is published on the DFA website, changes and/or additions are not allowed on your ICIP unless approved by DFA/LGD. All amendment requests must be submitted to DFA/LGD via email and include details on why the change and/or addition to the ICIP is needed. Once approved, the LGD staff will provide technical assistance to assure that all required information is included. This will allow DFA/LGD to send the entity the amended reports with approval to include with your funding applications as the addition and/or change will not be included in the final ICIP Publication if it has already been published on the LGD/ICIP website.

**Submissions missing ANY of the required documents will be considered Non-Compliant, and will risk your ICIP not be included in the final ICIP publication which is published annually on the ICIP website at <https://www.nmdfa.state.nm.us/local-government/icip/>.**

## C. ICIP Benefits

### 1. Benefits of completing the ICIP include:

- Encourages a more **efficient** government operation.
- Functions as a tool for **community/citizen involvement**.
- Fosters agreement and gives direction to a community’s **future**.
- Provides a way for departments and the public to **cooperate and coordinate ideas**.
- **Reduces pressure** to fund projects that aren’t ready to proceed.
- **Promotes repair or replacement** of existing facilities before they fail.
- Provides a **reminder** to schedule capital improvements.
- Establishes and provides a method for **tracking inventory**.
- Provides a **framework** for decisions about community growth and development.
- Assists in **preserving** existing property values.
- Focuses community/agency **attention on priority goals, needs, and capabilities**.
- Avoids crisis-driven **rate and tax increases**.
- Can provide a **guide** to the “public facilities and infrastructure” element of a comprehensive plan.
- Provides a **starting point** for attracting private investment. Private dollars tend to follow **good public investment** in roads, utilities, and other important capital improvements.
- Provides a means of **marketing proposed projects** for funding by both the private and public marketplace. A well-prepared capital improvement plan is viewed positively by bond rating

agencies and credit markets. As funding sources, in general, favor entities that plan, the ICIP is a perfect tool for preparing your funding applications and grant proposals. Participation in the ICIP process, including the state produced ICIP publication, is encouraged by private and public funders.

- Provides a **requirement** regarding **impact fee assessment**. For counties or municipalities to assess impact fees on developers, one of the requirements is to have in place a capital improvements plan, which is developed according to the state guidelines. This ICIP guide provides those guidelines. (Developmental Fees Act, NMSA 1978, Sections 5-8-6)
- Provides a plan that is **flexible**. The ICIP should be a flexible statement of intent. Priorities can always change. Projects can be revised to reflect changes in policies, availability of funds, cost increases, and/or judgments about cost effectiveness.

## 2. Benefits of submitting the local plan to the state include:

- **New Mexico Capital Outlay** - Each entity can earmark which of its prioritized projects it would like to have considered for state capital outlay appropriations during the legislative session. The ICIP, therefore, will play an integral part in priority setting and decision making at the state level and upcoming legislature.
- Pertinent planning data entered in to the ICIP database from your entity is included in the final ICIP reports which are published on the DFA/LGD website and is available for public view.
- A letter is distributed to each state representative and senator prior to each legislative session notifying them the final publication is available at the DFA/LGD website.
- At the agency level, during the Community Development Block Grant (CDBG) ranking process, applicants receive points for including their project in the ICIP and listing CDBG as one of the possible funding sources. Many other funding sources look to the ICIP when considering funding to verify if entities applying have completed an ICIP. Funding sources also request ICIP information when awarding entities include, Water Trust Board (WTB), Tribal Infrastructure Fund (TIF), Colonia's Infrastructure Project Fund, and NM Aging and Long-Term Services Department (ALTSD) Capital Outlay Senior Citizen infrastructure projects.

## D. Developing the ICIP

The infrastructure capital improvement planning process suggested by these guidelines proposes steps and basic elements of a local capital improvement plan that can be addressed by each local government or tribe. The basic elements are common in planning. While the process for developing a local plan is not mandated, the following are suggested points for charting the development of the local plan and participating in the ICIP process.

# Developing the Local Infrastructure Capital Improvement Plan



## 1. Determine the Process/Involve the Public

- Determine your community's definition of infrastructure and the basic issues that will be discussed.
- Establish a relationship with your assistance providers (i.e., COG, etc.), who can guide you through the process and help you with the entry of the data.
- Determine who will lead this process. A committee of citizens, or a staff member, or both could be selected to guide this process and be the central focal point for the plan's coordination. Decide how long the process will take and when the committee will be disbanded.
- Determine who will be involved. Determine role of committee(s), elected officials, staff, particular citizen groups and others.
- Determine ground rules and discuss the importance of each participant in the committee. Determine how their group decisions will be determined; consider voting/consensus options. Once data is entered into the database, the planning information can be printed in a report for local use. The ICIP database must be used, and you must submit to DFA/LGD as stated in Appendix V.
- Make sure adequate resources are in place to complete your plan.
- Create a timetable for completing your plan.
- Determine when this plan will be revisited and when the next planning process will begin. This will assure that citizens who have missed giving their input for the current plan will know when they will be given the opportunity to give their input in the future.

Some general characteristics of infrastructure capital improvement projects include:

- Long life cycle (at least 10 years).
- Not part of the annual budget.
- New systems/buildings, or major renovations/repairs.
- For purposes of this plan, under the control (ownership or long-term lease) of the entity doing the planning.

Local governments have direct responsibility for capital programs, specifically and to varying degrees. The ICIP should include, but is not limited to, the construction and/or improvements of the following types of local projects:

- Administrative Facilities
- Airports
- Arts (other than museum)
- Broadband
- Clean Energy
- Community Service Facilities (e.g., senior centers, adult care facilities, child daycare facilities, domestic violence facilities, health facilities, youth activity centers, wellness center)
- Convention Facilities
- Cultural Facilities (including museums)
- Design
- Economic Development Projects
- Equipment
- Fair Facilities
- Housing
- Land and Site Acquisition
- Landfills
- Libraries
- Lighting
- Medians
- Museums
- Public Parks and Trails (local)
- Planning
- Public Housing
- Public Safety and Emergency (e.g. fire stations, law enforcement, and ambulance equipment and facilities)
- Public Utilities
- Regional Projects
- Renovation
- Rest Areas
- Sanitary Wastewater (Sewer) Collection and Treatment
- Solid Waste Transfer, Disposal and Collection
- Special District Projects (e.g., water/sanitation, flood control, hospitals, fire, acequias)
- Storm and Surface Water Control
- Streets, Roads, Sidewalks, Curbs, Gutters, Bridges, Overpasses, and Bicycle Facilities
- Transit
- Utilities (publicly owned)
- Water Quality, Supply, Treatment and Distribution, and Water Rights & Protection

**Public input** is an important part of the planning process. The more public support for a plan, the easier it will be to develop and fund the projects. Public input is best solicited throughout the planning process. It is suggested that entities receive input of suggested projects at the beginning of the planning process and that the public be given an opportunity to comment on the final draft of the ICIP. Communities often feel that public hearings are not well attended. Some of the alternatives below may provide useful methods for improving/encouraging citizen participation. (Note: Communities are advised to follow their attorney's advice about the requirements of the Open Meetings Act while using these methods. The Open Meetings Act can be found in New Mexico statutes at NMSA 1978, Sections 10-15-1 to 10-15-4; information on the Open Meetings Act is available at the New Mexico Attorney General's website at: <https://www.nmag.gov/oma-and-ipra-nm-sunshine-laws.aspx>.



- Public Hearing(s). Note that a community can have meetings that are devoted to the infrastructure plan or may incorporate such hearings into the agenda of regular meetings, such as council, commission, or board meetings. Some entities have found it easy to include a discussion of infrastructure projects in the required Community Development Block Grant hearings or other such community hearings. Some communities have had good attendance where the mayor or chair has sent written invitations to community organizations to take part in these hearings.
- Surveys. For example, communities have included public opinion surveys regarding infrastructure needs and priorities in their water bills.
- Committees. It is customary to solicit input from several groups when developing the ICIP. Your community may have committees that review community priorities for senior citizens, youth, health organizations or other issues. If not, such committees might be established. Consideration of the opinions of these groups is an important component of any planning process, especially because the end users of infrastructure improvements are the citizens of your community.
- Consultation with interested organizations and individuals.
- Consultation with elected officials, including state and federal representatives. Remember, your officials – federal, state, and local – are a very important part of your public. Encourage their support and input by inviting them to meetings, including them in project plan review, and site visits.
- Forums. Your community may want to have a gathering that will bring people together to discuss infrastructure without finalizing any priorities.

You may find it useful to make public meetings serve several purposes. Required CDBG meetings in advance of submitting a proposal for funding can be broadened to a discussion of all infrastructure needs – both those projects that can, and those that cannot, be funded by CDBG. Regularly scheduled meetings of councils, boards, and commission can have an agenda item for public discussion of infrastructure needs and priorities.

**State infrastructure** is generally not listed in a local ICIP. At times, however, the local government will enter into a partnership with a state agency to make an improvement to an infrastructure owned and managed by the state. To the extent that the local government contributes funds to that project, the project would be considered a local project and should be listed in the ICIP.

Examples of areas of state capital obligation, which are generally not included in the local government ICIP, include the following:

- State Government Buildings, Facilities, Equipment
- Highways
- Higher Education Building and Facilities
- State Parks
- Wildlife
- State Water Rights/Water Supply

Note: These items have been identified as key areas of state (in contrast to local) capital obligation are programs, facilities, and activities that have traditionally been regarded as being primarily the responsibility of the State. These should not be in a local ICIP plan.

In addition to these direct state programs, the state has historically aided local governments in the following capital programs that follow a planning process separate from the ICIP. To the extent that these are state programs, they would not be included in a local ICIP plan:

- Public School Construction



## **2. Formulate current mission, goals, objectives, policies, and strategies.**

A mission is a short statement of direction. Goals are primary statements describing the direction that an entity wants to go. Objectives are statements describing how these goals should be reached. Policies are statements of action and specific directions or approaches that should be taken to achieve the objectives. Strategies are statements of specific actions that should be taken, identifying the responsible party or parties, the timeframe within which the action should occur, and other details considered necessary to prepare for implementation to occur.

## **3. Review Existing Plans, Regulations, Budget, etc.**

Review existing plans, regulations, and mandates for all existing infrastructure and planned new infrastructure. Assure that your entity is in compliance with all financial, procurement code guidelines, and reporting responsibilities.

May 2013, an Executive Order was issued to all state agencies that grant State capital outlay appropriations to another entity. Executive Order 2013-06 directs DFA to establish uniform funding criteria and grant management and oversight requirements for a grantee to be eligible for a grant of State capital outlay appropriation. You may view the Executive Order in the DFA/Capital Outlay Bureau website at <https://www.nmdfa.state.nm.us/budget-division/capital-outlay-bureau/>.

Budget reports due to DFA/LGD can be accessed at the DFA/LGD Budget and Finance Bureau website at <https://www.nmdfa.state.nm.us/local-government/budget-finance-bureau/budget-forms/>

Procurements Codes: All purchases made by a New Mexico State agency, commission, institution, political subdivision, or local public body allowed by law shall be governed by the Procurement Code, Sections 13-1-28 through 13-1-199 NMSA 1978. The Procurement Code imposes civil and misdemeanor criminal penalties for its violation. A copy of the Procurement Code can be found at: <https://www.generalservices.state.nm.us/>

## **4. Analyze factors that will affect your community's future.**

Because capital needs are often immediate, project priorities are often based only on current needs. Unless trends are considered, there is a risk of building inadequate facilities that do not meet future demand requirements, whether increasing or decreasing, and which may not be able to be supported by the population. Assess the adequacy of current plans and facilities considering these trends and modify as appropriate. Trends to be considered include but are not limited to:

- Interest rates
- Population trends
- Land use
- Unemployment statistics
- Changes in laws (changes in environmental and ADA laws, for example, can be determining factors in assessing project priorities)

## **5. Inventory existing facilities. Utilize current inventory to consider future projects and/or note needed repairs.**

The ICIP includes major renovations/restorations of current inventory, not just new projects. An inventory is a list of infrastructure with the repair/replace schedules. Entities that do not have an inventory are encouraged to establish one. Determine the condition and status of the inventory items. Include the location, ownership, year acquired, latest improvement, condition (whether the physical condition of the facility is meeting entity needs), utilization (whether the facility is meeting the space needs, i.e., office space, meeting rooms, parking, etc.), code deficiencies, and future improvements by year. Some inventory items will need major repairs; some will need to be demolished, etc. Major changes to inventory qualify as infrastructure projects and should be included in your ICIP.

## 6. Identify Specific Projects.

Usually, each department or division of the entity prepares its own planning information and a project needs list. In developing the community's comprehensive list, consideration should be given to the goals and trends of the entire entity, public input, and the efficiency and technical options and the capability of each project. Collaboration with entity officials occurs throughout this step. Development and maintenance/operating estimates must be included.

When identifying projects, be as specific as possible. Do not include general or "place holder projects". **Do not generalize.** For example, "street improvements" should be identified as **"Street Name" Improvements.**

## 7. Obtain accurate costs and technical options.

Costs can be determined by consulting with appropriate planning, engineering, design, and construction firms, or by conferring with other communities. Design and technical professionals can offer technical options such as phasing information.

**Operating and Maintenance Expenses.** Remember the initial capital cost is only part of the cost of the infrastructure. For an entity to be able to use the proposed facility for its expected life, the entity will need to be able to cover operation and maintenance costs. Operating and maintenance costs must be considered when preparing the ICIP and must be included in the Operating Annual Budget section of the ICIP.

## 8. The local governing officials set priorities based on factors affecting the entity, entity needs, and capacity. These priorities are priorities for the entire entity, not just a local department or division.

All local governmental department priorities are brought together so that the entity can determine which projects are the highest ranked projects for the entity. Often, the departmental rankings are prioritized in an entity-wide official meeting and reviewed by the local ICIP coordinating staff/committee. At this point the public could comment on the entity-wide priority project rankings.

Each entity uses different factors in prioritizing projects. Consider the value of each project and create a prioritized list based on the relative value of each project. You may find an evaluation sheet useful in developing relative scores for each project. A sample evaluation sheet is available on page 38 in the ICIP Guidelines.

Considerations may include:

- Is the project necessary for compliance with court orders, consent decrees, health and safety codes, or other laws and regulations?
- Is the project an implementation objective of an approved plan?
- Will the project eliminate sizable future costs for major construction, repair, fuel, or those associated with serious injury, illness, or death?
- Does the project satisfy an approved replacement schedule?
- Is the project urgent enough that postponement will cause the local entity to lose an immediate opportunity or will it substantially increase development costs?
- Has the project been fully developed as to the amount and timing of costs for design and construction, site preparation, equipment, furnishing, operations, and maintenance?
- Will the project foster the local entity's goals, such as creating, preserving, or enhancing its infrastructure, reducing the cost of operation, reducing the cost of energy consumption, fostering economic vitality, or supporting development efforts in areas with a majority of low- and moderate-income households?
- Will the long-run benefits outweigh the costs of implementation of operations and maintenance?
- Are funds sufficient to complete the entire project or a fully functional phase?
- Can funds from other sources (such as impact fees), including the private sector, be leveraged?
- Does the project place excessive burdens on the local government's operating budget?
- Have other alternatives for meeting the need been thoroughly explored?

## **9. Analyze capacity.**

When entities or departments are considering their capital priorities, a financial assessment should be made of the entity's fiscal capacity by a finance officer or equivalent. This will determine the amount of capital investment the entity can maintain while still retaining its credit. A draft list of tasks to completion should be listed with timeframes and the person or position that should carry out the task. Tasks can be, for example: 1.) Secure funding; 2.) Complete planning, design, and architectural plans; 3.) Initiate and manage bid process; 4.) Manage construction; 5.) Internal capacity to administer project during implementation; 6.) Operate and maintain facility upon completion.

## **10. Identify funding needs and possible funding sources. Establish a Preliminary Implementation Plan (a timetable) for each project.**

After the projects have been evaluated, prioritized, and linked to a potential funding source, each project should be planned from funding to completion. Include funding sources, timelines, and project phases. For suggested funding sources and financing mechanisms, see page 23-24 of the ICIP Guidelines.

## **11. Develop a draft ICIP.**

Staff prepares a preliminary five-year project priority list and draft plan, including a summary of how the entity developed the plan (the process), goals, trends, inventory, and projects. The ICIP database provides a format for creating a plan and, when planning data has been entered and reports are printed, the database provides a narrative report for the entity.

## **12. Seek feedback on the draft from all interested parties.**

The entity's Chief Administrative Officer (CAO), Manager, or Chief Executive Officer (CEO) will review the preliminary ICIP. Final consultation is held with those in the community who volunteered to review the plan. Public hearings may be held again to show the community the final draft and to receive last-minute additions or corrections.

## **13. Re-evaluate prioritization of needs, if necessary. Finalize the ICIP.**

The local coordinator accommodates suggested revisions to ICIP from top management, department heads, technical experts, and the public. A finalized timetable for completion of each project is established, including each task needed to complete the project, the person responsible for completing the task, and the timeframe in which the task should be completed.

## **14. Submit ICIP to Governing Body and adopt plan.**

Formally adopt ICIP by resolution (Resolution Template Sample - Appendix II is available on pg. 30 and can be downloaded on the ICIP website at <https://www.nmdfa.state.nm.us/local-government/icip/> .

## **15. Enter Final ICIP into the ICIP Database.**

ICIP worksheets are provided in Word format in Appendix IV (pg. 28-37) and available on the ICIP Website at <https://www.nmdfa.state.nm.us/local-government/icip/> to assist in organizing your projects. The next step is to input project information into the ICIP database at <http://https://https://www.state.nm.us/capitalprojects/>.

## **16. Submit the plan to Local Government Division.**

All ICIP required documents must be received by the DFA/LGD as determined on the FY 2026-2030 ICIP Submission Checklist (pg. 39) for each entity.

## 1. Sources of Assistance in Developing the ICIP

### General Assistance--Local Government Division

Carmen Morin, Bureau Chief  
Community Development Bureau  
Department of Finance & Administration/State of NM  
407 Galisteo, Bataan Memorial Bldg. Rm 202, Santa Fe, NM 87501  
(505) 470-8979; [CarmenB.Morin@dfa.nm.gov](mailto:CarmenB.Morin@dfa.nm.gov)

Geovanna Losito, ICIP Program Manager  
Community Development Bureau  
Department of Finance & Administration/State of NM  
407 Galisteo, Bataan Memorial Bldg. Rm 202, Santa Fe, NM 87501  
(505) 257-8098; [Geovanna.Losito@dfa.nm.gov](mailto:Geovanna.Losito@dfa.nm.gov)

### Tribal Governments/Nations/Chapters

**Indian Affairs Department, State of New Mexico/Santa Fe**  
Lawrence John, TIF/Capital Outlay Administrator, [lawrence.john@state.nm.us](mailto:lawrence.john@state.nm.us), (505) 690-2997

**Navajo Nation (Chapters)/Shiprock**  
Denise Copeland, [drecopeland@nndcd.org](mailto:drecopeland@nndcd.org), (505) 368-1059 (provides assistance for Chapters)  
Kyle Rockbridge, Division of Aging & Long-Term Care Support (DALTCS), [kylerockbridge@navajo-nsn.gov](mailto:kylerockbridge@navajo-nsn.gov),  
(928) 871-6248 (provides assistance for Chapter Senior Citizen Centers)

### Acequias

**NM Acequia Commission**  
Ralph Vigil, Chair, [molinodelaisla@gmail.com](mailto:molinodelaisla@gmail.com), (505) 603-2879

**NM Acequia Association/Santa Fe**  
Serafina Lombardi, [serafina@lasacequias.org](mailto:serafina@lasacequias.org), (505) 995-9644

### Land Grant

**Land Grant Council**  
Juan Sanchez, Chair, [chililinmlgc@gmail.com](mailto:chililinmlgc@gmail.com), (505) 249-6759

### Other Sources of Assistance

**Engineering Firms; Architectural Firms; and/or Construction Management Companies**

## NM Council of Governments

The NM Council of Governments (COG) are organized as NewMARC: the New Mexico Association of Regional Councils. NewMARC's mission is to promote and support the prosperity of New Mexico's communities through regional planning and collaboration, coordination of federal and state programs and resources, and locally tailored planning and technical assistance services. The COG in your region has expressed a commitment to help ICIP qualified entities complete the ICIP process. Please consult these entities for help in understanding the process and in completing the database.

These organizations were created by state and federal legislation (Article 58, Planning Districts and NMSA 1978, Section 4-58-1 through 4-58-6, "Planning District Act"). There are seven (7) regional planning districts in New Mexico with the basic mission of assisting local governments. Each of the seven planning districts is unique, however, not in services provided. By virtue of the direction given them by their respective boards, commissions or councils, each has special areas of concentration, such as programs related to seniors, housing, transportation, Colonia's, business development, community development, economic development and planning.

Planning districts assist in the development and review of local government applications for capital projects and financial assistance from state and federal governments. They provide review and comment on state plans for highways, public works projects and planning within their region to promote coordination with governmental agencies and activities. Counties, municipalities, other political subdivisions, and quasi-governmental agencies may receive assistance from the planning districts.

## Councils of Government by County

**District 1: Northwest NM Council of Governments** (*San Juan, McKinley, Cibola Counties*)  
Evan Williams, Executive Director; Phone: (505) 722-4327; Email: [ewilliams@nwnmcog.org](mailto:ewilliams@nwnmcog.org)

**District 2: North Central NM Economic Development District** (*Rio Arriba, Santa Fe, Taos, Los Alamos, Colfax, Mora, San Miguel Counties*)  
Monica Abeita, Executive Director; Phone: (505) 395-2668; Email: [monicaa@ncnmedd.com](mailto:monicaa@ncnmedd.com)

**District 3: Mid-Region Council of Governments** (*Sandoval, Bernalillo, Valencia, Torrance Counties*)  
Dewey Cave, Executive Director; Phone: (505) 247-1750; Email: [DCave@mrcog-nm.gov](mailto:DCave@mrcog-nm.gov)

**District 4: Eastern Plains Council of Governments** (*Union, Harding, Quay, Curry, Roosevelt, Guadalupe, De Baca Counties*)  
Sandy Chancey, Executive Director; Phone: (575) 762-7714 ; Email: [schancey@epcog.org](mailto:schancey@epcog.org)

**District 5: Southwest NM Council of Governments** (*Catron, Hidalgo, Luna, Grant Counties*)  
Priscilla Lucero, Executive Director; Phone: (575) 388-1509; Email: [priscillalucero@swnmcog.org](mailto:priscillalucero@swnmcog.org)

**District 6: Southeastern NM Economic Development District** (*Lincoln, Otero, Chaves, Eddy, Lea Counties*)  
Dora Batista, Executive Director; Phone: (575) 624-6131; Email: [dbatista@snmedd.com](mailto:dbatista@snmedd.com)

**District 7: South Central Council of Governments** (*Socorro, Sierra, Dona Ana Counties*)  
Jay Armijo, Executive Director; Phone: (575) 744-4857; Email: [jarmijo@sccog-nm.com](mailto:jarmijo@sccog-nm.com)

## 2. Technical Assistance Providers

Name	Director/Address	Phone / Email	Fax
New Mexico State University Water Utilities Technical Assistance Program Robert Gott, Consultant (no website)	PO Box 4192 Santa Fe, NM 87502	(505) 466-8813 <a href="mailto:gottconsulting@qwestoffice.net">gottconsulting@qwestoffice.net</a>	(505) 466-8813
American Council of Engineering Companies (ACEC) NM & Professional Technical Advisory Board <a href="http://www.ptabnm.org">www.ptabnm.org</a>	PO Box 3773 Albuquerque, NM 87190-3773	(505) 888-6161 <a href="mailto:ptab@acecnm.org">ptab@acecnm.org</a>	n/a
Bureau of Business and Economic Research Jeff Mitchell, Director <a href="http://bber.unm.edu/">http://bber.unm.edu/</a>	1920 Lomas Blvd NE University of New Mexico Albuquerque NM 87131-6021	(505) 277-2216 or (505) 277-3038 <a href="mailto:dbinfo@unm.edu">dbinfo@unm.edu</a> <a href="mailto:jeffm@unm.edu">jeffm@unm.edu</a>	(505) 277-7066
New Mexico Rural Water Association <a href="http://www.nmrwa.org">www.nmrwa.org</a>	3413 Carlisle NE Albuquerque, NM 87411	(505) 884-1031 (800) 819-9893	(505) 884-1032
National Environmental Services Center <a href="http://www.nesc.wvu.edu">www.nesc.wvu.edu</a>	West Virginia University PO Box 6064 Morgantown, WV 26506-6064	(800) 624-8301 <a href="mailto:info@mail.nesc.wvu.edu">info@mail.nesc.wvu.edu</a>	(304) 293-3161
Rural Community Assistance Corporation <a href="http://www.rcac.org">www.rcac.org</a>	811 St. Michaels Dr./Ste 202 Santa Fe, NM 87505	(505) 983-5074 <a href="mailto:bsurgeon@rcac.org">bsurgeon@rcac.org</a>	n/a
Environmental Finance Center Dr. Clinton P. Richardson, P.E., BCEE Department Chair and Professor <a href="https://www.nmt.edu/academics/ceeng/">https://www.nmt.edu/academics/ceeng/</a>	New Mexico Tech Department of Civil & Environmental Engineering 801 Leroy Place Socorro, NM 87801	Office: Jones Hall Annex 111 · Phone: (575) 835 - 5467 <a href="mailto:clinton.richardson@nmt.edu">clinton.richardson@nmt.edu</a>	n/a

<b>Project Funding Opportunities</b>	<b>Community Development</b>	<b>Colonia's</b>	<b>Economic Development</b>	<b>Emergency</b>	<b>Housing</b>	<b>Loan/Grant Guarantee</b>	<b>Planning</b>	<b>Solid Waste</b>	<b>Transportation</b>	<b>Water/Wastewater</b>
<b>Economic Development Administration, U.S. Department of Commerce (EDA)</b> <a href="http://www.eda.gov/">http://www.eda.gov/</a>		X	X							
<b>Federal Emergency Management Administration (FEMA)</b> <a href="http://www.fema.gov">http://www.fema.gov</a>				X		X	X			
<b>Federal Highway Administration, U.S. Department of Transportation (FHWA)</b> <a href="http://www.fhwa.dot.gov/index.html">http://www.fhwa.dot.gov/index.html</a>							X		X	
<b>Indian Health Service, U.S. Department of Health and Human Services (IHS)</b> <a href="http://www.ihs.gov/index.asp">http://www.ihs.gov/index.asp</a>	X		X		X		X	X		X
<b>Rural Development, U.S. Department of Agriculture (RD)</b> <a href="http://www.rurdev.usda.gov">http://www.rurdev.usda.gov</a>	X		X		X	X	X	X		X
<b>U.S. Small Business Administration (SBA)</b> <a href="http://www.sba.gov">http://www.sba.gov</a>			X			X				
<b>STATE AGENCIES</b>										
<b>Construction Programs Bureau, New Mexico Environment Department (NMED-CPB)</b> <a href="https://www.env.nm.gov/construction-programs/">https://www.env.nm.gov/construction-programs/</a>		X				X	X	X		X
<b>NM Department of Transportations (NMDOT)</b> <a href="http://dot.state.nm.us/">http://dot.state.nm.us/</a>							X		X	
<b>NM Economic Development Department (NMEDD)</b> <a href="http://www.edd.state.nm.us">http://www.edd.state.nm.us</a>	X	X	X			X	X	X		X

Agency Technical Assistance Funding Contacts continued...	Community Development	Colonia' s	Economic Development	Emergency	Housing	Loan/Grant Guarantee	Planning	Solid Waste	Transportation	Water/
NM Finance Authority (NMFA): <a href="http://www.nmfa.net/">http://www.nmfa.net/</a>	X	X		X		X	X	X	X	X
NM Indian Affairs Department (IAD) <a href="http://www.iad.state.nm.us">http:// www.iad.state.nm.us</a>	Agency facilitates funding from NM Legislature, acts as liaison for Nations, promotes economic, environmental, health and safety programs.									
Local Government Division, NM Department of Finance & Administration (DFA-DFA/LGD) <a href="https://www.nmdfa.state.nm.us/">https://www.nmdfa.state.nm.us/</a>	X			X		X	X	X		X
NM Mortgage Finance Authority (MFA) <a href="http://www.housingnm.org/">http://www.housingnm.org/</a>	X				X					



INTERNATIONAL ORGANIZATIONS										
Border Environment Cooperation Commission (BECC) <a href="http://www.becc.org/">http://www.becc.org/</a>		X		X		X	X	X	X	X
North American Development Bank (NAD Bank) <a href="http://www.nadb.org">http://www.nadb.org</a>		X				X		X	X	X
FEDERAL AGENCIES										
U.S. Army Corps of Engineers (ACOE) <a href="http://www.usace.army.mil/">http://www.usace.army.mil/</a>				X						X
Bureau of Indian Affairs, U.S Department of the Interior (BIA) <a href="http://www.bia.gov">http://www.bia.gov</a>	Agency facilitates funding from other agencies; addresses all issues for environment, health, economy, safety, government liaison, and advocate for all Nations.									
Bureau of Reclamation, U.S. Department of the Interior (BOR) <a href="http://www.usbr.gov">http://www.usbr.gov</a>										X
Community Planning and Development, U.S. Department Housing and Urban Development (CPD) <a href="http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning">http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning</a>	X		X		X	X	X	X	X	X
U.S. Department of Transportation (USDOT) <a href="http://www.dot.gov">http://www.dot.gov</a>			X						X	
U.S. Environmental Protection Agency (EPA) <a href="http://www.epa.gov">http://www.epa.gov</a>			X			X		X		X

### 3. Capital Financing Table

<b>TYPE OF CAPITAL PROGRAM</b>	<b>REVENUE SOURCES</b>	<b>FINANCING MECHANISM</b>
<b>Municipal &amp; County Roads, Bridges</b>	Gas taxes, tolls, vehicle registration fees, Federal Aid (FAU) grants, property tax	Revenue bonds General Obligation bonds
<b>Sanitary Wastewater Collection &amp; Treatment</b>	User charges, system development charges, connection charges, grants, property tax	Revenue bonds, Revolving Loan Funds, Federal Loan /Grants, General Obligation bonds
<b>Storm &amp; Surface Water Control</b>	User charges, system development charges, connection charges, grants, property tax	Revenue bonds, Block grants, Federal Loan/Grants, General Obligation bonds, General Obligation mill levy
<b>Water Supply, Treatment, Distr.</b>	User charges, system development charges, connection charges, grants, property tax	Revenue bonds, Block Grants, Federal Loan/Grants, Revolving Loan Funds, General Obligation bonds
<b>Local Improvements</b>	Assessments, impact fees	Assessment bonds, Public Improvement Districts
<b>General Municipal/County Facilities &amp; Equipment</b>	General fund revenues, property taxes, gross receipt taxes, special revenue funds	Federal Loans, Revolving Loan Funds, General Obligation bonds, Revenue bonds
<b>Transit</b>	Sales taxes, fare box revenue, payroll taxes, property taxes, vehicle registration fees, UMTA grants	Revenue bonds, General Obligation bonds
<b>Solid Waste</b>	System development charges, tipping fees, user charges, privatization, property tax	Block grants, Federal Loan/Grants, Revolving Loan Funds, Revenue bonds, General Obligation bonds
<b>Airports</b>	Airport revenues, property taxes, passenger surcharges, FAA grants	Revenue bonds, General Obligation bonds
<b>Cultural Facilities</b>	Sin taxes, operational revenues, lodgers tax	Revenue bonds
<b>Parks &amp; Recreation</b>	Property taxes, system development fees	General Obligation bonds, Revenue bonds
<b>Public Assembly/Convention Facilities</b>	Lodgers tax, sin taxes, property taxes, operational revenues, private sponsorships	Revenue bonds, Certificates of Participation, General Obligation bonds
<b>Housing</b>	Rental, mortgage payments	Revenue bonds, Revolving Loan Funds, Federal NOFAs
<b>Economic Development</b>	Tax increment, developer loan repayments, assessments	Urban renewal & redevelopment bonds, assessment bonds, Block grants

## E. Potential Project Funding Sources

Often, projects that appear on the ICIP will require the leveraging of multiple funding sources. There are several funding agencies and technical assistance providers that can assist in matching their funding programs with your capital priorities. Certain activities are linked technically, by policy, or traditionally, with financing mechanisms and revenue sources. The Capital Financing Table (pg. 22) provides a common linkage of facilities or capital activities with financing mechanisms and with revenue sources; however, there is not a definite funding formula for any type of project. Often, projects that appear on the ICIP will require the leveraging of multiple funding sources. There are several funding agencies and technical assistance providers that can assist in matching their funding programs with your capital priorities. The FUNDIT program, available through the NM Economic Development Department can be a great resource when searching for funding sources for projects. More information is available on their website at <https://edd.newmexico.gov/business-development/edd-programs-for-business/finance-development/fundit/> .

The methods to obtain funding are as diverse as the number of programs. In order to match needs and goals with available resources, the DFA/Capital Outlay Bureau compiled the *Catalog of Local Assistance Programs* that puts into one format the dozens of diverse programs offered by the State of New Mexico. This catalog is the first step in providing local governments with a guide to working with state programs to meet local needs. Although primarily designed for use by municipalities, counties, and special districts, the catalog includes a number of programs available to Indian tribes, pueblos, and nations, as well as non-profit organizations and school districts. This catalog may be accessed at <https://www.nmdfa.state.nm.us/budget-division/capital-outlay-bureau/>.

There are also many programs administered by federal or private agencies. The *Catalog of Federal Domestic Assistance*, which provides a comprehensive list of all federal funding availabilities, may be found in many local and university libraries. The catalog is also at the State Library, which acts as the main depository for information on federal programs, legislation, and information.

Entities interested in learning more about public infrastructure in New Mexico may wish to attend the **New Mexico Infrastructure Finance Conference (NMIFC)**. Held annually, this conference brings together approximately fourteen financing agencies, which sponsor the conference, with attendees from local governments throughout New Mexico. The 26th Annual New Mexico Infrastructure Finance Conference will be held in Albuquerque at the Embassy Suites on October 18,19 and 20 2023. Visit the NMIFC website at <http://www.nmifc.com/> for more information.

For information on private and public sources of funding, contact Janet Dombrowski, Foundation Center, State Library of New Mexico at 505-476-9702; 1209 Camino Carlos Rey (off Cerrillos), Santa Fe. Please make an appointment to assure that the center's librarian will have time to guide you through the information.

## 1. ICIP Funding Sources Table

FUND	DESCRIPTION
Community Development Block Grants	Community Development Block Grants (CDBG). Small Cities (administered by Local Government Division) <a href="https://www.nmdfa.state.nm.us/local-government/community-development-bureau/cdbg-information/">https://www.nmdfa.state.nm.us/local-government/community-development-bureau/cdbg-information/</a>
Federal Grants	Federal grants such as those from USDA-Rural Utilities Service (RUS), Economic Development Assistance Program (EDA), Environmental Protection Agency (EPA), or U.S. Department of Housing and Urban Development (HUD), GRANTS.GOV <a href="http://www.grants.gov/">http://www.grants.gov/</a> , etc.
Federal Loans	Federal loans such as Transportation Infrastructure Finance and Innovation Act (TIFIA); U.S. Department Housing and Urban Development (HUD); RUS, EDA
Local Funds	Local general funds including taxes, user fees and miscellaneous other funds.
Local Bonds	Local bonds such as revenue or general obligation.
NMED Grant	NM Environmental Department (NMED) <a href="http://www.nmenv.state.nm.us/">http://www.nmenv.state.nm.us/</a>
DFA Grant	Department of Finance Administration (DFA) <a href="https://www.nmdfa.state.nm.us/">https://www.nmdfa.state.nm.us/</a>
NMFA Grant	NM Finance Authority (NMFA) <a href="http://www.nmfa.net/">http://www.nmfa.net/</a>
DOT Grant	State Highway Department (NMSHTD) <a href="http://dot.state.nm.us/en.html">http://dot.state.nm.us/en.html</a>
ALTSD	NM Aging & Long-Term Services (ALTSD) <a href="http://www.nmaging.state.nm.us/">http://www.nmaging.state.nm.us/</a>
IAD	Indian Affairs Department (IAD) <a href="http://www.iad.state.nm.us/">http://www.iad.state.nm.us/</a>
NMEDD Grant	NM Economic Development (NMEDD) <a href="http://www.gonm.biz/">http://www.gonm.biz/</a>
State Grants	State grants including NM Mortgage Finance Authority (MFA), and Tribal Infrastructure Fund (TIF).
NMED Loan	NM Economic Development (NMED) <a href="https://www.env.nm.gov/">https://www.env.nm.gov/</a>
NMFA Loan	NM Finance Authority (NMFA) <a href="http://www.nmfa.net/">http://www.nmfa.net/</a>
NMEDD Loan	NM Economic Development (NMEDD) <a href="http://www.gonm.biz/">http://www.gonm.biz/</a>
Capital Outlay	Capital outlay funds are used to build, improve or equip physical property that will be used by the public. Roads, computers, museums, playgrounds, schools, irrigation ditches, hospitals, lands, and furniture can all be capital outlay projects. In New Mexico, state capital outlay is authorized by the Legislature and generally is nonrecurring – one-time – money. Because of provisions in the New Mexico Constitution, capital outlay can only be used for government-owned facilities.
General Obligation Bonds	Legislative appropriations either state general funds, state general obligation bonds for severance tax bonds.

# Appendix I: ICIP Completion Certification Form Example

## FY 2026-2030 ICIP Completion Certification Form

Official Entity Name

ICIP Entity Code

The certifies that the official has completed and entered the information required for the FY 2025-2029 Infrastructure Capital Improvement Plan (ICIP), to include the following for each project (please check mark each item completed):

1. Entity Information.

- ICIP Officer, Procurement Officer, Financial Officer: name, telephone, email
- COG District number
- Address Information
- Entity type
- Compliant with Executive Order 2013-006
- Comprehensive plan and other p

2. Capital Project Detail.

- Priority
- Year/Rank
- Project Title
- Project Contact Information
- Total Project Cost
- Class
- Type/Subtype
- Project Location (include Latitude/Longitude)
- Legislative Language
- Scope of Work
- Secured/Potential Funding Budget
- Project Budget
- Phasing Budget
- Operating Budget
- Who will Own, Operate, Fiscal Agent, Own Land, Own Asset, and Maintain?
- #19 Answer all questions related to each specific project.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date (xx/xx/xxxx)

\_\_\_\_\_  
Printed Name

## Appendix II: Resolution Template Example

County, Municipality/Tribal Government/Special District of

\_\_\_\_\_  
COUNTY OF \_\_\_\_\_

Resolution No. \_\_\_\_\_ A RESOLUTION  
ADOPTING THE FY 2025-2029 INFRASTRUCTURE CAPITAL IMPROVEMENT PLAN (ICIP)

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED BY THE \_\_\_\_\_ that:

1. The county/municipality/tribal government/special district has adopted the attached FY 2025-2029 Infrastructure Capital Improvement Plan, and
2. It is intended that the Plan be a working document and is the first of many steps toward improving rational, long- range capital planning and budgeting for New Mexico's infrastructure.
3. This Resolution supersedes Resolution No. \_\_\_\_\_.

PASSED, APPROVED and ADOPTED by the governing body at its meeting of \_\_\_\_\_, 2023

\_\_\_\_\_  
Mayor/County Commission Chair/Board Chair

ATTEST:

\_\_\_\_\_  
Municipal/County Clerk/Other Testator

**New Entity Contacts with Access /  
Permission for Access - New Contact /  
CPMS User Access Form**

(Must be a political subdivision of the state - municipality, county, special district, tribe, or senior center facility.)

<input type="checkbox"/> Current ICIP User
<input type="checkbox"/> Additional ICIP User
<input type="checkbox"/> New ICIP Entity
<input type="checkbox"/> CPMS Access Only

**Choose Entity Type from dropdown below:**

Entity Type:

Special District Category:

\_\_\_\_\_ (Entity Name) agrees to provide the following agency or individual the authority to enter/edit the Infrastructure Capital Improvement Plan (ICIP) database for the **2026-2030** Plan for this entity.

**Person with signatory authority for this local government entity to give such permission** (Please note: Cannot list same contact twice, all fields must be completed and this form expires one year after completed).

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Entity/Agency Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

---

**Agency or individual who has been given authority to enter the ICIP data on behalf of said entity:**

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Entity/Agency Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Appendix IV: Local Government ICIP Worksheets

### FY 2025-2029 Infrastructure Capital Improvement Plan

To: Local Government ICIP Coordinators  
From: DFA/LGD

The following worksheets include the questions in the ICIP database and will help you get started with the ICIP process. It may be helpful to distribute the worksheets to departments, board members, staff, and other interested parties. The worksheets will provide you with information you need to coordinate your plan. All the questions may not be relevant to all interested parties. It might be necessary to provide each department with only the forms that are relevant to them. Ultimately, all information received must be entered into the ICIP database to be included in the final document. **DO NOT submit the ICIP worksheets.**

The database can be accessed at <http://https://https://www.state.nm.us/capitalprojects/>. The entity's code and password are assigned for each entity. If you are new participants to the ICIP, email Geovanna Losito at [Geovanna.Losito@dfa.nm.gov](mailto:Geovanna.Losito@dfa.nm.gov) to request an entity code and password. Please provide your contact name, entity name, address, telephone, email address, and county your entity is located in, and if you have a preferred password name. Your entity code will be provided by DFA/LGD. Entities that wish to change their passwords should contact Geovanna Losito via email at [Geovanna.Losito@dfa.nm.gov](mailto:Geovanna.Losito@dfa.nm.gov). If you do not have internet access, you can call your local COG or assisting agency; they will be able to assist you enter data from the worksheets to the database.

A list of Councils of Government, the New Mexico Acequia Association, the Navajo Nation Capital Improvement Technical Assistance Provider, other assistance providers, and agency funders can be found on page 16-21 of the ICIP Guidelines.

To be included in the ICIP publication printed by the DFA/LGD, your project information must be entered into the ICIP database, and the required hard copy documents in Appendix V (pg. 39-40), must be submitted no later than 5:00 p.m. on your specific entities deadline as determined by DFA/LGD. For extension and/or amendment information, please go to page 40.

### FY2026-2030 ICIP Submission Deadlines:

- **Senior Citizen Facilities – Wednesday, May 15, 2024**
- **Special Districts – Friday, June 14, 2024**
- **Tribal Governments – Friday, July 12, 2024**
- **Counties and Municipalities – Friday, July 12, 2024.**
- **Final Publication – Friday September 13, 2024**



**Do not mail or fax ICIP submission to DFA/LGD. Follow instructions for submission as stated on Appendix V on page 39 of ICIP Guidelines.**

# **FY 2026-2030 Infrastructure Capital Improvement Plan ICIP Worksheets**

**Entity Profile. All fields are MANDATORY.** (Provide the following basic information about your entity. It is not necessary to re-enter this information each year, but please update and make changes as necessary. Some fields will automatically populate when you log in to database.) **DO NOT SUBMIT FORMS WITH ICIP SUBMISSION.**

**Government Entity:**

**Address:**

**City, State, Zip:**  **County:**

**Email:**  **Phone:**

**ICIP Officer Name:**

**Procurement Officer Name:**

**Email:** \_\_\_\_\_ **Phone:** (\_\_\_\_) \_\_\_\_\_

**Financial Officer Name:**

**Email:** \_\_\_\_\_ **Phone:** (\_\_\_\_) \_\_\_\_\_

**Entity Type:**

- County
- Municipality
- Tribal Government
- Senior Citizen Facility
- Special District (drop down)
  - Acequias/Ditches
  - Flood Control District
  - Land Grants
  - Mutual Domestic Water Consumer Assoc.
  - Soil & Water District
  - Solid Waste Authority
  - Water & Sanitation
  - Water Association
  - Other Special District \_\_\_\_\_
- State Agency

**Executive Order 2013-006 Compliance.**

[\(https://www.nmdfa.state.nm.us/budget-division/capital-outlay-bureau/\)](https://www.nmdfa.state.nm.us/budget-division/capital-outlay-bureau/)

Is your entity compliant with Executive Order 2013-006? Yes  No

- State Audit Act (Audit/Tier Certification)
- Single Audit Act (as applicable)
- NMSA 6-6-3 Budget Approved by LGD/Budget & Finance Bureau

Does your entity have a comprehensive plan/master plan? Yes  No  N/A

Provide the last date comprehensive plan/master plan was updated. \_\_\_\_\_ (Month/Year)

Do all projects in your ICIP include or follow your comprehensive plan/master plan? Yes  No

Other Planning: Has your entity adopted any of the planning tools. (check all that apply below)

- Asset Management Plan
- LEDA (Local Economic Development Act)
- Drought Contingency Plan
- Water Conservation Ordinance
- Financial Plan
- Annual Action Plan
- NM Affordable Housing Act Compliance
- Other \_\_\_\_\_
- N/A State Agency Only

**Project Profile** For purposes of the ICIP, a project is any partially funded or unfunded capital improvement for which the entity plans to have funding in place during state fiscal years FY 2025-2029 (July 1, 2023, to June 30, 2028). **DO NOT INCLUDE ANY FULLY FUNDED PROJECTS or PLACEHOLDER PROJECTS.** This worksheet provides pages for only one FY 2025-2029 project. If you would like more blank worksheets for additional projects, please copy this form before you fill in the blanks. Information must be entered into the website. Do not submit these worksheets with the ICIP submission.

1. **Priority**-Please select High, Medium, or Low. (drop down list)
2. **Rank:** (Enter the appropriate project year (**FY 2026-2030**), then rank your projects **1-10**): 202\_\_\_\_ - \_\_\_\_ (The database will not allow you to list the same rank for multiple projects. The first 2024 top 5 projects listed may begin with preference if your entity is seeking State Capital Outlay funds or other state funding.)
3. **Title:** Provide a short succinct title. Example: Gold Street Improvements or WWTP Upgrades. Use sentence title structure - Senior Center Renovations. (50 maximum characters allowed)

4. **Contact Information:** (Please provide contact information of individual who can provide detailed information on the project) Project Contact Name: \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_
5. **Total project cost:** \_\_\_\_\_ (Will auto populate when Project Budget is saved.)
6. **Proposed project start date:** \_\_\_\_\_ Example, July 2025 (FY2026 begins July 2025 and ends June 30, 2026.)
7. **Class:** (If your project is a new project you will choose the category – “New”. If you are upgrading or renovating an existing building, choose “Renovate/Repair; if you are relining lagoons or replacing waterline, choose Replacing Existing.) New ; Replacing Existing ; or Renovate/Repair
8. **Type:** (Choose one of the following categories. Note that several categories may fit your project; however, choose the BEST, most descriptive category. Each category includes buildings, vehicles, equipment, land acquisition, and other infrastructure. All categories apply to both state and local infrastructure unless otherwise indicated.)

- |   |   |
|---|---|
| <input type="checkbox"/> <b>Facilities</b><br><input type="checkbox"/> <b>Transportation</b><br><input type="checkbox"/> <b>Water</b> | <input type="checkbox"/> <b>Vehicles</b><br><input type="checkbox"/> <b>Equipment</b><br><input type="checkbox"/> <b>Economic Development</b> |
|---|---|

**Subtype:** Please select subtype that best fits project.

**Facilities**

- |  |   |
|--|---|
| <input type="checkbox"/> Administrative Facilities<br><input type="checkbox"/> Arts (other than museums)<br><input type="checkbox"/> Convention Facilities<br><input type="checkbox"/> Cultural Facilities<br><input type="checkbox"/> Daycare Facilities<br><input type="checkbox"/> Domestic Violence Facilities<br><input type="checkbox"/> Fire Facilities | <input type="checkbox"/> Health-Related Cap Infrastructure<br><input type="checkbox"/> Housing-Related Cap Infrastructure<br><input type="checkbox"/> Libraries<br><input type="checkbox"/> Museums<br><input type="checkbox"/> Senior Facilities<br><input type="checkbox"/> Other |
|--|---|

**Transportation**

- Airports
- Bike/Pedestrian/Equestrian
- Highways/Roads/Bridges
- Lighting
- Medians
- Rest Areas
- Transit
- Other

**Water**

- Storm/Surface Water Control
- Wastewater
- Water Rights
- Water Supply
- Other

**Vehicles**

- Public Safety Vehicle
- Senior Facility Vehicle
- Other

**Equipment**

- Public Safety Equipment
- Senior Center Equipment
- Other

**Other**

- Landfills
- Solid Waste
- Utilities (publicly owned)
- Other

**9. Project Location: MANDATORY.**

(50 characters maximum) (Physical address or mid-point address if city/county wide project)

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**10. Latitude: \_\_\_\_\_ Longitude: \_\_\_\_\_ MANDATORY**

(20 maximum characters allowed each) (Utilizing address listed in Project Location, go to <https://itouchmap.com/> or <http://www.gps-coordinates.net/> for Latitude and Longitude.) List in decimal degrees. Example: Latitude 35.683263; Longitude -105-942546.

**11. Legislative Language:** (500 maximum characters allowed) Provide recommended Legislative language. Use descriptors, such as: "to acquire" or "to plan and design" or "to design and construct" or "to equip and furnish" as well as what the project is, such as "a multipurpose center". Provide a broad statement of the work to be completed in this section. Include only specifics on the projected use of the requested funding. It is important to complete this section, as it is tied to how funding may be used. Type Response in Box. [NMAC #: 2.61.6 Bond Project Disbursement Guidelines](#)

*Example: to plan, design, construct, furnish and equip a new fire station in Bernalillo, Sandoval county Or to purchase and equip a new fire truck for the pueblo of Santa Clara, Rio Arriba county*

**12. Scope of Work:** (2000 maximum characters allowed) *Provide a brief description of work to be completed. Must match budget categories. (i.e., complete environmental studies, plan, design, and construct). Provide detail on project to include what will be done with funding requested for each fiscal year, If street/roads/highway project, include street and/or road name(s).*

*Example – New Fire Station : Plan, design, and construct a new Fire Station. The building will be 10,000 sq. ft. pre-engineered metal building with a cultured stone/EIFS finish on exposed exterior areas, with two "40' X 80' apparatus bays. The project will be completed in three phases. Phase I will include the easements, cultural resource inventory, environmental assessment, planning, design and the first half of the construction. The phase will take 12 months with some of the studies being completed concurrently. Phase II consists of the second half of the construction and will be completed in 12 months. Phase III will include the purchase of furnishings and equipment to include tables, chairs, office desks and commercial kitchen appliances, cots, storage lockers and fire safety equipment.*

**13. Secured & Potential Funding Budget**

[State Grant Funding should only be requested when all other funding sources have been exhausted if entity is providing matching funds, i.e., Federal, Local Taxes, Fees, NM Finance Authority Loans (NMFA), Tribal Infrastructure Fund (TIF), Water Trust Board (WTB), Public School Facility Authority (PSFA), Colonia's Infrastructure Board (CIB), etc. Amount Secured must match Funded to Date column in the Project Budget.]

Please complete table below with all secured and potential funding sources. (No decimals or dollar symbols \$) Instructions are available on the ICIP Data Entry manual, pages 17-18 which can be found on the ICIP website at <https://www.nmdfa.state.nm.us/local-government/icip/>.

Funding Source(s)	Funding Amount	Applied For? Yes or No	Amount Secured	Amount Expended to Date	Date(s) Received	Comment
<b>Totals</b>	<b>\$0.00</b>		<b>\$0.00</b>	<b>\$0.00</b>		

14. **Project Budget.** Complete the Budget below. Include only unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amount secured listed in the Funding Budget. (No decimals or \$ signs.). All projects must include an amount not yet funded and cannot be Place Holder projects. Instructions available in the ICIP Data Entry manual, pages 19-22, which can be found on the ICIP website at <https://www.nmdfa.state.nm.us/local-government/icip/>

**PROJECT BUDGET**

**Project Budget – Complete the Budget below. Only include unfunded or unsecured funds under each project year. Note: Funded to Date column must equal the amounts received above.**

Category	Completed (Yes, No, N/A)	Funded to Date	2024	2025	2026	2027	2028	Total Project Cost
Water Rights								
Easements & ROW								
Acquisition								
Archeological Studies								
Environmental Studies								
Planning								
Design (Engineer/Architect)								
Construction								
Furnish/Equip/Vehicles								
<b>TOTALS</b>								
<b>Amount Not Yet Funded</b>								

**15. PHASING BUDGET**

Can this project be phased? Y  N  (If yes, please complete table below if project is Multi-Phased)

**Phasing- Please select Stand Alone or Multi Phase**

**Stand Alone**

- A project single phase approach is used for projects that can be completed with one process because it is manageable, affordable, and will not require any foreseeable additional resources or activities to be fully operational when complete.

**Multi-Phased**

- A project multi-phased approach is used for breaking down very large projects into manageable standalone parts that are independently functional and easier to fund.
- If the multi-phase approach is being used it is required to provide accurate dates, costs, and funding sources for prior phases, and be able to provide reasonable projections of dates, costs, and funding sources for future phases.
- In addition, each multi-phase has three main levels: Planning, Design, and Construction. Each level can be funded individually, however strong emphasis is put on completing all three levels.

Phase Number	Amount	Plan	Design	Construct	Furnish/Equip	Other (Water Rights, ROW, Easements, Acquisition)	# Months to Complete
Phase 1							
Phase 2							
Phase 3							
Phase 4							
Phase 5							
<b>Totals</b>							

**16. Has your local government/agency budgeted for operating expenses for the project when it is completed?**

- Y  If Yes – please complete operating budget below.  
 N  If No – please explain. (150 maximum characters)

Type response in box.

**ANNUAL OPERATING BUDGET**

	Year 1	Year 2	Year 3	Year 4	Year 5
<b>Annual Operating Expenses plus Debt Service</b>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
<b>Annual Operating Revenues</b>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

**17. Does the project lower operating costs? Y  N**

If yes, explain and provide estimates of operating savings. (Include amount of savings.)

**18. Identify who will assume the following responsibilities related to this project**

(50 maximum characters for each.)

Fiscal Agent: \_\_\_\_\_

Own: \_\_\_\_\_

If private entity or non-profit, is a lease or operating agreement in place with the local government? Y  N

Operate: \_\_\_\_\_

If private entity or non-profit, is a lease or operating agreement in place with the local government? Y  N

Own Land: \_\_\_\_\_

If private entity or non-profit, is a lease or operating agreement in place with the local government? Y  N

Own Asset: \_\_\_\_\_

If private entity or non-profit, is a lease or operating agreement in place with the local government? Y  N

Maintain: \_\_\_\_\_

If private entity or non-profit, is a lease or operating agreement in place with the local government? Y  N



**19. Additional questions specifically on project.**

(1.) Life Span – How many years is the requested project expected to be in use before needing Renovate/Repair or Replacement?

Please select

- 1-9 years
- 10-15 years
- 16 years or more.

(2.) Has the project had public input and buy-in? Y  N

(3.) Is the project necessary to address population or client growth, and if so, will it provide services to that population or clientele? Y  N

(4.) Regionalism - Does the project directly benefit an entity other than itself? Y  N   
If yes, please list the other entity.

(5.) Are there oversight mechanisms built in that would ensure timely construction and completion of the project on budget? Y  N

(6.) Other than the temporary construction jobs associated with the project, does the project maintain or advance the region's economy? Y  N

(7.) Does the project benefit all citizens within a recognized region, district or political subdivision? Y  N   
Provide the number of people the project will benefit. \_\_\_\_\_

(8) Does the project eliminate a risk or hazard to public health and/or safety that immediately endangers occupants of the premises such that corrective action is urgent and unavoidable? Y  N   
(Emergencies must be documented by a Subject Matter Expert. (If mandatory, provide summary page of the Federal State or Judiciary Agency who issued the mandate, such as Declaration of Emergency, Administrative Order, Notice of Violation, or other.)

# Sample Evaluation Sheet--Criteria--Ranking of Projects

Project Title \_\_\_\_\_

CRITERIA	NUMERICAL SCORING VALUE				SCORE
	3	2	1	0	
1. <b>Public Health and Safety</b>	Project is needed to alleviate existing health or safety hazard (multiply shaded cell x 2).	Project is needed to alleviate potential health or safety hazard.	Project would promote or maintain health and safety.	No health or safety impact associated with project.	
2. <b>External Factors</b>	Project is required by law, regulation or court mandate (multiply shaded cell x 2).	Project is required by agreement with another agency or governmental unit.	Project will be conducted in conjunction with another agency or governmental unit.	Project is internally required.	
3. <b>Protection of Capital Investments</b>	Project is critical to save structural integrity of existing facility(ies) or to repair significant structural deterioration.	Project is needed to repair various systems important to facility operations.	Project will improve facility appearance or minimize the need for future expenditures.	No existing facility is involved.	
4. <b>Operating Budget Impact</b>	Project will result in decreased costs in the operating budget.	Project will have minimal or no additional operating and maintenance costs.	Project will have some additional operating costs, possibly including additional personnel.	Project will likely require significant additional personnel or other operating costs.	
5. <b>Scheduling</b>	Project is to be started within 1 year.	Project is to be started within 2 to 3 years.	Project is to be started within 4 to 5 years.	Project timing is uncertain.	
6. <b>Financing</b>	Project own-source revenue will be sufficient to support most project expenses.	A project financing plan has been identified and a proposal has been developed.	A potential project financing plan has been identified.	No project financing plan has been developed.	
7. <b>Goals</b>	Project has been fully developed. (Timing, costs of design, site preparation, equipment, furnishing, maintenance, and operation.)	A project development plan and proposal has been developed.	A potential plan and process has been identified.	No project goals have been developed.	

Total Score: \_\_\_\_\_

## Appendix V: FY2026-2030 ICIP Submission Check List

\*NOTE: Do not submit the ICIP Submission Checklist with the ICIP submission documents. The sole purpose of the checklist to assist entities with proper ICIP submission requirements.

**ICIP Planning Information** - Completion of planning information in ICIP database to include the following:

### Entity Information

- Government Agency/Entity Code (auto-populated at log in)
- COG District
- ICIP Officer, Procurement Officer, Financial Officer: name, telephone, email
- Address Information
- Entity type
- Compliant with Executive Order 2013-006
- Planning Information

### Capital Project Detail

- Priority
- Year/Rank
- Project Title
- Project Contact Information
- Total Project Cost
- Class
- Type/Subtype
- Project Location (include Latitude/Longitude)
- Legislative Language
- Scope of Work
- Secured/Potential Funding Budget
- Project Budget
- Phasing Budget
- Operating Budget
- Who will Own, Operate, Fiscal Agent, Own Land, Own Asset, and Maintain?
- #19 Answer all questions as related to each specific project

**ICIP SUBMISSION SPECIFICATIONS - Submit one (1) ICIP per entity. Do not mail or fax ICIP submission. Utilize the ICIP Submission Google Form**

Attach submission documents when all entity information and project description information has been entered into ICIP database. Do not attach or email the ICIP project reports as they will be reviewed from the ICIP database by the ICIP program manager.

Submission documents are available on the ICIP webpage at <https://www.nmdfa.state.nm.us/local-government/icip/>. Direct link to database <https://www.state.nm.us/capitalprojects/>.

Please include the three submission forms as three separate attachments below.

- 1. Completion Certification Form – Appendix I.** Checklist assuring that all questions have been addressed and answered in your ICIP.
- 2. Written approval of ICIP by governing body. Provide a Resolution of Approval from entity governing body.** (Tribal Governments that are not able to obtain a Resolution may provide Letter of Approval from a Governor/President/Chapter President.) If an adopted Resolution or Letter of Approval is not included, your submission will not be accepted. Senior Citizen facilities must provide a copy of fiscal agent’s resolution and a letter from director endorsing their ICIP. A resolution template is available in Appendix II if needed.
- 3. Permission for Access Form Appendix III.** Complete form to include information on the individual who will input the ICIP information into the database on behalf of the entity. This person may be contacted by the coordinator if additional information is required.

**Questions: Please send email to: [lgd.icip@state.nm.us](mailto:lgd.icip@state.nm.us) or contact Geovanna Losito, ICIP Program Manager at [Geovanna.Losito@dfa.nm.gov](mailto:Geovanna.Losito@dfa.nm.gov).**

### **UNACCEPTABLE ICIP SUBMISSION**

1. ICIP submissions received after the deadline will not be accepted.
2. ICIP submissions missing any of the documents listed above as REQUIRED will be deemed non-compliant.

### **ICIP SUBMISSION EXTENSIONS**

ICIP submission extensions will only be accepted after the deadline if an extension request has been approved by DFA/LGD. Extension requests will be reviewed and granted on a case by case basis. In order to be considered for an extension, requests must be submitted in writing via email to Geovanna Losito at [Geovanna.Losito@dfa.nm.gov](mailto:Geovanna.Losito@dfa.nm.gov). Extension requests must be received by DFA/LGD as listed below. A maximum of two-week extension will be allowed if approved.

### **AMENDMENT PROCESS**

After the final ICIP is published on the DFA website, changes and/or additions are not allowed on your ICIP unless approved by DFA/LGD. All amendment requests must be submitted to DFA/LGD via email and include detail on why the change and/or addition to the ICIP is needed. Once approved, the LGD ICIP Coordinator will provide technical assistance to assure that all required information is included. This will allow DFA/LGD to provide the entity the approved documentation for the funding agency as the addition and/or change will not be included in the final ICIP Publication if it has been published on the LGD/ICIP website.

**Submissions missing ANY of the required documents will be considered non-compliant and will risk your ICIP not be included in the final ICIP publication which is published annually on the ICIP website at <https://www.nmdfa.state.nm.us/local-government/icip/>.**

Year	New Rank	Project Title	Proposed FY 2026	2027	2028	2029	2030	Notes
2026	01	Street Improvements / Resurfacing	10,000,000	10,000,000	10,000,000	10,000,000	10,000,000	
2026	02	Drainage Master Plan & Improvements	750,000	250,000	250,000	250,000	250,000	Partial funding 24 Legis App. \$2M (West County)
2026	03	Joe Harvey Blvd. Improvements	750,000	7,500,000	0	0		Comm. Goal
2026	04	Fire / Police Training Facility	300,000	1,500,000	0	0	0	Project Design Delayed
2026	05	Water Wells Program	500,000	500,000	500,000	500,000	500,000	MOVE OUT OF TOP 10
2026	06	West College Lane Realignment	12,000,000	0	0	0		MOVE OUT OF TOP 10
2026	07	Citywide Fiber Network	2,500,000	500,000	500,000	500,000	500,000	Partially funding commitment from Lea County
2026	08	Municipal Facility Security Improvements	1,000,000	1,000,000	0	0	0	Partial funding 21 Legis App. \$828,000
2026	09	Comprehensive / Strategic Plan	180,000	0	0	0		FY21 500,000 / FY22 500,000
2026	10	West Bender Widening Project & Drainage	2,500,000	11,000,000	-	-	-	Comm. Goal
2026	11	Gateway Corridor Beautification	350,000	500,000	500,000	500,000	500,000	Scoping Report Complete
2026	12	RR Crossing Upgrades and New Crossings	150,000	-	150,000	-	150,000	
2026	13	All Inclusive Playground	1,500,000	-	-	-	-	
2026	14	Aquatic Facility	11,000,000	-	-	-	-	Added Last Year - \$600,000 grant
2026	15	Taylor Ranch Improvements	800,000	10,000,000	-	-	-	
2026	16	Public Safety Vehicle and Equipment	1,500,000	1,000,000	1,000,000	1,000,000	1,000,000	Partial funding 23 Legis App. \$1,500,000
2026	17	Community Broadband Improvements	300,000	300,000	300,000	300,000	300,000	
2026	18	Mobile Rd Improvements	250,000	1,500,000	-	-	-	
2026	19	SR 18 - Dal Paso Improvements	3,750,000	3,500,000	3,500,000	-	-	
2026	20	East Skelly and Midwest Improvements	150,000	2,500,000	-	-	-	Partial funding CDBG - Midwest
2026	21	HPD Mobile Command Post	1,100,000	-	-	-	-	
2026	22	Pickleball Facilities	2,000,000	-	-	-	-	
2026	23	Infrastructure / Utility Extensions	750,000	750,000	750,000	750,000	750,000	
2026	24	Heavy Rescue / Haz-mat Apparatus	750,000	-	-	-	-	Funded via 24 Legis Appropriation
2026	25	Harry McAdams Park Improvements	2,500,000	-	-	-	-	
2026	26	Downtown Improvements	300,000	3,000,000	-	-	-	Added Last Year
2026	27	Animal Care Service Center	1,500,000	-	-	-	-	Added Last Year
2026	28	Fire Training Tower	575,000	725,000	-	-	-	Funded via 24 Legis Appropriation
2026	28	HIAP Industrial Park Improvement	11,000,000	-	-	-	-	New - Related to possible EDD Grant
2026	29	School Zone Traffic Improvements	250,000	250,000	-	-	-	
2026	30	Municipal Vehicles and Equipment	500,000	1,500,000	1,500,000	1,500,000	1,500,000	
2026	31	Public Facility Roof Reconstruction	1,000,000	500,000	500,000	500,000	500,000	
2026	32	WWRF - Scada Improvements	1,000,000	500,000	500,000	500,000	0	
2026	33	Backup Data Center	250,000	1,400,000	-	-	-	Added Last Year
2026	34	Rockwind Grill Remodel	250,000	-	-	-	-	Added Last Year
2026	35	Elevator Replacement PD Annex	150,000	-	-	-	-	Shelia - Remove
2026	36	Eagle IC Cameras	450,000	-	-	-	-	Added Last Year
2026	37	Municipal Facilities HVAC Systems	750,000	-	-	-	-	
2026	38	HPD Improvements	300,000	2,500,000	-	-	-	Partial Funding 22 Legis. \$500,000
2026	39	Boone Cemetery Renovation	250,000	-	-	-	-	
2026	40	Ground Water Remediation - WWRF	1,000,000	1,000,000	300,000	-	-	
2026	41	Sewer Main Replacement	1,000,000	500,000	500,000	500,000	500,000	

Year	New Rank	Project Title	Proposed FY 2026	2027	2028	2029	2030	Notes
2026	42	Water Main Replacement	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	
2026	43	HIAP Lift Station	250,000					Tim - Remove
2026	44	Prairie Haven Improvements	1,000,000	250,000	250,000	250,000	200,000	
2026	45	Rockwind Golf Course Drainage Improvements	1,000,000	-	-	-	-	
2026	46	Green Meadows - Annexation & Improvements	600,000	500,000	-	-	-	
2026	47	AMR - Water Meter Replacement Program	1,250,000	1,250,000	-	-	-	
2026	48	Heizer Park Renovations	500,000	2,000,000	-	-	-	
2026	49	Water production - PRV Stations	125,000					Tim - Remove
2026	50	Projection of Smith Ln	350,000	-	-	-	-	
2026	51	Skate/Bike Park	1,600,000	-	-	-	-	Design and cost estimate Del Norte
2026	52	Public Facility HVAC Improvements	500,000	500,000	500,000	500,000	500,000	
2026	53	Water Effluent Improvements	2,500,000	500,000	500,000	0	0	
2026	54	Street Sign / Pavement Marking Replacement	150,000	150,000	150,000	150,000	150,000	
2026	55	Manhole Repair Program	60,000	60,000	60,000	60,000	60,000	
2026	56	MAP Roadway Rehabilitation Projects	600,000	600,000	600,000	600,000	600,000	
2026	57	Arterial COOP Project	175,000	175,000	175,000	175,000	175,000	
2026	58	ADA Intersection Improvement Project	50,000	50,000	50,000	50,000	50,000	
2026	59	Veteran's Memorial - Safety Netting	50,000	-	-	-	-	
2026	60	Veteran's Memorial - Grandstand	1,500,000	-	-	-	-	
2026	61	WWRF - Dryer Replacement	-	-	-	-	6,000,000	New Project - Move to appropriate yr
2026	62	Potable Ground Water Storage Tank Liner	800,000	-	-	-	-	New Project
2026	63	New Potable Ground Water Storage Tanks	-	-	1,500,000	1,500,000	-	New Project - Move to appropriate yr
2027	01	Outdoor Range Phase II	-	450,000	-	-	-	
2027	02	Retention / Detention Basin Renovations	-	500,000	500,000	500,000	500,000	
2027	03	Northwest Bypass	-	600,000	500,000	18,400,000	-	
2027	04	Projection of Central West	-	75,000	750,000	-	-	
2027	05	Traffic Signal Upgrades on SR 18	-	800,000	250,000	250,000	250,000	
2027	06	Green Meadows Park Renovation	-	2,000,000	-	-	-	
2027	07	Artificial Sportfield Turf	-	4,200,000	-	-	-	
2027	08	Traffic Study Update	-	350,000	-	-	-	
2027	09	Ambulance	-	300,000	-	300,000	-	
2027	10	SR 18 - Sewer Trunk Line Extension	-	3,500,000	-	-	-	
2027	11	Rockwind Golf Course - Teaching Facility	-	800,000	-	-	-	
2027	12	Parks and Rec. Master Plan Study	-	180,000	-	-	-	Move to FY26
2027	13	Install Equipment Wash Bays	-	1,200,000	-	-	-	Description 4 location (interceptors)
2027	14	Grimes Str Improvements	-	500,000	2,500,000	2,500,000	2,500,000	
2028	01	Wildland Fire Apparatus	-	-	450,000	-	-	
2028	02	New Elevated Water storage	-	-	5,000,000	-	-	
2028	03	Water System Improvements (North Reservoir)	-	-	10,000,000	-	-	
2028	04	Apache Dr/Fowler St Utilities Extension	-	-	75,000	750,000	-	
2028	05	Del Norte Park Expansion Area	-	-	4,500,000	-	-	
2029	01	Millen Projection	-	-	-	3,000,000	-	
2029	02	Fowler Street Extension	-	-	-	2,500,000	-	

Year	New Rank	Project Title	Proposed FY 2026	2027	2028	2029	2030	Notes
2029	03	Bender Median Renovations	-	-	-	750,000	-	
2029	04	Turner Improvements	-	-	500,000	2,500,000	2,500,000	
2030	01	Southeast Bypass	-	-	-	-	19,000,000	
2030	03	Bensing South Projection	-	-	-	-	1,750,000	

**Number of projects:**

**Year: 1      Year: 2      Year: 3      Year: 4      Year: 5**

**Grand Totals**

**91,915,000    86,665,000    50,560,000    52,535,000    51,685,000**

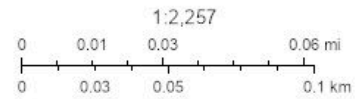
Action Items: Gutierrez Subdivision Claim of Exemption



# Lea County Parcel Report



- Sections
- City of Hobbs Roads
- Parcels



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## Parcel Details

**OWNER NUMBER:** 209739 **UPC CODE:** 4224100393514  
**PARCEL NUMBER:** 4941001095136

Owner Information	
<b>Owner:</b>	GUTIERREZ, LORENZO CALDERON
<b>Mailing Address:</b>	9913 N KNOWLES RD
<b>Property Address:</b>	9913 N KNOWLES RD-C73

Subdivision Information	
<b>Name:</b>	
<b>Unit:</b>	
<b>Block:</b>	
<b>Lot:</b>	

Legal Information
TR 1-C AKA 6.00 AC LOC IN SE4

Other Information			
<b>Taxable Value:</b>	\$33420	<b>Deed Book:</b>	2221
<b>Exempt Value:</b>	\$0	<b>Deed Page:</b>	236
<b>Net Value:</b>	\$33420	<b>District:</b>	160
<b>Livestock Value:</b>	\$0	<b>Section:</b>	21
<b>Manufactured Home Value:</b>	\$0	<b>Township:</b>	17
<b>Personal Property:</b>	\$0	<b>Range:</b>	38
<b>Land Value:</b>	\$34905	<b>Date Filed:</b>	20240301
<b>Improvement Value:</b>	\$65355	<b>Most Current Tax:</b>	787
<b>Full Value:</b>	\$100260	<b>Year Recorded:</b>	2024

**Square Foot and Year Built listed only to be used for comparative purposes, NOT to be used for commerce.**

Building Information			
<b>Year Built:</b>	2018	<b>Number of Stories:</b>	1
<b>Basement SQFT:</b>	0	<b>First Floor SQFT:</b>	1
<b>Second Floor SQFT:</b>	0		

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**Information deeded reliable but not guaranteed. Copyright © 2023**  
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Gutierrez - Tract 1-C Claim of Exemption



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**CLAIM OF EXEMPTION - LEA COUNTY  
GUTIERREZ - TRACT 1-C LAND DIVISION  
LEA COUNTY, NEW MEXICO**

THE FOREGOING DIVISION OF TRACT "1-C" OF THE "SAUCEDO PLAT FOR LEA COUNTY CLAIM OF EXEMPTION" AS SHOWN ON THE PLAT OF SURVEY RECORDED IN SURVEY BOOK 2, PAGE 233, LEA COUNTY RECORDS, LEA COUNTY, NEW MEXICO, SITUATED IN THE SOUTHEAST QUARTER (SE4) OF SECTION 21, TOWNSHIP 17 SOUTH, RANGE 38 EAST, N.M.P.M., LEA COUNTY, NEW MEXICO, AND BEING DIVIDED INTO THE FOLLOWING DESCRIBED TRACTS:

**DESCRIPTION OF TRACT 1-C-1:**

A TRACT OF LAND BEING A PORTION OF TRACT "1-C" AS SHOWN ON THE "SAUCEDO PLAT FOR LEA COUNTY CLAIM OF EXEMPTION" RECORDED IN SURVEY BOOK 2, PAGE 233, LEA COUNTY RECORDS, LEA COUNTY, NEW MEXICO, LOCATED IN THE SOUTHEAST QUARTER (SE4) SECTION 21, TOWNSHIP 17 SOUTH, RANGE 38 EAST AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A 1/2" STEEL ROD WITH CAP MARKED "JWSC PS 12641" SET FOR THE SOUTHEAST CORNER OF THIS TRACT, WHICH LIES S89°27'06"W ALONG THE SOUTH LINE OF SAID TRACT "1-C" A DISTANCE OF 633.08 FEET FROM A 5/8" REBAR WITH CAP MARKED "NM 10886" FOUND FOR THE SOUTHWEST CORNER OF SAID TRACT "1-C"; THENCE S89°27'06"W ALONG THE SOUTH LINE OF SAID TRACT "1-C" A DISTANCE OF 158.27 FEET TO A 5/8" REBAR WITH CAP MARKED "NM 10886" FOUND FOR THE SOUTHWEST CORNER OF SAID TRACT "1-C"; AND SOUTHWEST CORNER OF THIS TRACT; THENCE N00°37'02"W A DISTANCE OF 330.21 FEET TO A 5/8" REBAR FOUND FOR THE NORTHWEST CORNER OF THIS TRACT; THENCE N89°27'52"E ALONG THE NORTH LINE OF SAID TRACT "1-C" A DISTANCE OF 158.23 FEET TO A 1/2" STEEL ROD WITH CAP MARKED "JWSC PS 12641" SET FOR THE NORTHEAST CORNER OF THIS TRACT; THENCE N00°37'02"W A DISTANCE OF 330.21 FEET TO THE POINT OF BEGINNING; THE SOUTHERN PORTION OF THIS TRACT SUBJECT TO A 22.0 FOOT EASEMENT AND FIRE APPARATUS TURN AROUND AS SHOWN ON SAID "SAUCEDO PLAT FOR LEA COUNTY CLAIM OF EXEMPTION"; SAID TRACT CONTAINING 1.200 ACRES MORE OR LESS.

**DESCRIPTION OF TRACT 1-C-2:**

A TRACT OF LAND BEING A PORTION OF TRACT "1-C" AS SHOWN ON THE "SAUCEDO PLAT FOR LEA COUNTY CLAIM OF EXEMPTION" RECORDED IN SURVEY BOOK 2, PAGE 233, LEA COUNTY RECORDS, LEA COUNTY, NEW MEXICO, LOCATED IN THE SOUTHEAST QUARTER (SE4) SECTION 21, TOWNSHIP 17 SOUTH, RANGE 38 EAST AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A 1/2" STEEL ROD WITH CAP MARKED "JWSC PS 12641" SET FOR THE SOUTHEAST CORNER OF THIS TRACT, WHICH LIES S89°27'06"W ALONG THE SOUTH LINE OF SAID TRACT "1-C" A DISTANCE OF 474.81 FEET FROM A 5/8" REBAR WITH CAP MARKED "NM 10886" FOUND FOR THE SOUTHWEST CORNER OF SAID TRACT "1-C"; THENCE S89°27'06"W ALONG THE SOUTH LINE OF SAID TRACT "1-C" A DISTANCE OF 158.27 FEET TO A 1/2" STEEL ROD WITH CAP MARKED "JWSC PS 12641" SET FOR THE SOUTHWEST CORNER OF THIS TRACT; THENCE N00°37'02"W A DISTANCE OF 330.21 FEET TO A 1/2" STEEL ROD WITH CAP MARKED "JWSC PS 12641" SET FOR THE NORTHWEST CORNER OF THIS TRACT; THENCE N89°27'52"E ALONG THE NORTH LINE OF SAID TRACT "1-C" A DISTANCE OF 158.27 FEET TO A 1/2" STEEL ROD WITH CAP MARKED "JWSC PS 12641" SET FOR THE NORTHEAST CORNER OF THIS TRACT; THENCE S00°37'02"E A DISTANCE OF 330.14 FEET TO THE POINT OF BEGINNING; THE SOUTH 22 FEET SUBJECT TO AN ACCESS EASEMENT AS SHOWN ON SAID "SAUCEDO PLAT FOR LEA COUNTY CLAIM OF EXEMPTION"; SAID TRACT CONTAINING 1.200 ACRES MORE OR LESS.

**DESCRIPTION OF TRACT 1-C-3:**

A TRACT OF LAND BEING A PORTION OF TRACT "1-C" AS SHOWN ON THE "SAUCEDO PLAT FOR LEA COUNTY CLAIM OF EXEMPTION" RECORDED IN SURVEY BOOK 2, PAGE 233, LEA COUNTY RECORDS, LEA COUNTY, NEW MEXICO, LOCATED IN THE SOUTHEAST QUARTER (SE4) SECTION 21, TOWNSHIP 17 SOUTH, RANGE 38 EAST AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A 1/2" STEEL ROD WITH CAP MARKED "JWSC PS 12641" SET FOR THE SOUTHWEST CORNER OF THIS TRACT, WHICH LIES S89°27'06"W ALONG THE SOUTH LINE OF SAID TRACT "1-C" A DISTANCE OF 316.54 FEET FROM A 5/8" REBAR WITH CAP MARKED "NM 10886" FOUND FOR THE SOUTHWEST CORNER OF SAID TRACT "1-C"; THENCE S89°27'06"W ALONG THE SOUTH LINE OF SAID TRACT "1-C" A DISTANCE OF 158.27 FEET TO A 1/2" STEEL ROD WITH CAP MARKED "JWSC PS 12641" SET FOR THE SOUTHWEST CORNER OF THIS TRACT; THENCE N00°37'02"W A DISTANCE OF 330.17 FEET TO A 1/2" STEEL ROD WITH CAP MARKED "JWSC PS 12641" SET FOR THE NORTHWEST CORNER OF THIS TRACT; THENCE N89°27'52"E ALONG THE NORTH LINE OF SAID TRACT "1-C" A DISTANCE OF 158.27 FEET TO A 1/2" STEEL ROD WITH CAP MARKED "JWSC PS 12641" SET FOR THE NORTHEAST CORNER OF THIS TRACT; THENCE S00°37'02"E A DISTANCE OF 330.14 FEET TO THE POINT OF BEGINNING; THE SOUTH 22 FEET SUBJECT TO AN ACCESS EASEMENT AS SHOWN ON SAID "SAUCEDO PLAT FOR LEA COUNTY CLAIM OF EXEMPTION"; SAID TRACT CONTAINING 1.200 ACRES MORE OR LESS.

**DESCRIPTION OF TRACT 1-C-4:**

A TRACT OF LAND BEING A PORTION OF TRACT "1-C" AS SHOWN ON THE "SAUCEDO PLAT FOR LEA COUNTY CLAIM OF EXEMPTION" RECORDED IN SURVEY BOOK 2, PAGE 233, LEA COUNTY RECORDS, LEA COUNTY, NEW MEXICO, LOCATED IN THE SOUTHEAST QUARTER (SE4) SECTION 21, TOWNSHIP 17 SOUTH, RANGE 38 EAST AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A 1/2" STEEL ROD WITH CAP MARKED "JWSC PS 12641" SET FOR THE SOUTHWEST CORNER OF THIS TRACT, WHICH LIES S89°27'06"W ALONG THE SOUTH LINE OF SAID TRACT "1-C" A DISTANCE OF 158.27 FEET FROM A 5/8" REBAR WITH CAP MARKED "NM 10886" FOUND FOR THE SOUTHWEST CORNER OF SAID TRACT "1-C"; THENCE S89°27'06"W ALONG THE SOUTH LINE OF SAID TRACT "1-C" A DISTANCE OF 158.27 FEET TO A 1/2" STEEL ROD WITH CAP MARKED "JWSC PS 12641" SET FOR THE SOUTHWEST CORNER OF THIS TRACT; THENCE N00°37'02"W A DISTANCE OF 330.14 FEET TO A 1/2" STEEL ROD WITH CAP MARKED "JWSC PS 12641" SET FOR THE NORTHWEST CORNER OF THIS TRACT; THENCE N89°27'52"E ALONG THE NORTH LINE OF SAID TRACT "1-C" A DISTANCE OF 158.27 FEET TO A 1/2" STEEL ROD WITH CAP MARKED "JWSC PS 12641" SET FOR THE NORTHEAST CORNER OF THIS TRACT; THENCE S00°37'02"E A DISTANCE OF 330.14 FEET TO THE POINT OF BEGINNING; THE SOUTH 22 FEET SUBJECT TO AN ACCESS EASEMENT AS SHOWN ON SAID "SAUCEDO PLAT FOR LEA COUNTY CLAIM OF EXEMPTION"; SAID TRACT CONTAINING 1.199 ACRES MORE OR LESS.

**DESCRIPTION OF TRACT 1-C-5:**

A TRACT OF LAND BEING A PORTION OF TRACT "1-C" AS SHOWN ON THE "SAUCEDO PLAT FOR LEA COUNTY CLAIM OF EXEMPTION" RECORDED IN SURVEY BOOK 2, PAGE 233, LEA COUNTY RECORDS, LEA COUNTY, NEW MEXICO, LOCATED IN THE SOUTHEAST QUARTER (SE4) SECTION 21, TOWNSHIP 17 SOUTH, RANGE 38 EAST AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT A 5/8" REBAR WITH CAP MARKED "NM 10886" FOUND FOR THE SOUTHWEST CORNER OF SAID TRACT "1-C" AND FOR THE SOUTHWEST CORNER OF THIS TRACT; THENCE S89°27'06"W ALONG THE SOUTH LINE OF SAID TRACT "1-C" A DISTANCE OF 158.27 FEET TO A 1/2" STEEL ROD WITH CAP MARKED "JWSC PS 12641" SET FOR THE SOUTHWEST CORNER OF THIS TRACT; THENCE N00°37'02"W A DISTANCE OF 330.10 FEET TO A 1/2" STEEL ROD WITH CAP MARKED "JWSC PS 12641" SET FOR THE NORTHWEST CORNER OF THIS TRACT; THENCE N89°27'52"E ALONG THE NORTH LINE OF SAID TRACT "1-C" A DISTANCE OF 158.27 FEET TO A 5/8" REBAR WITH CAP MARKED "NM 10886" FOUND FOR THE NORTHEAST CORNER OF SAID TRACT "1-C" AND THE NORTHEAST CORNER OF THIS TRACT; THENCE S00°37'02"E A DISTANCE OF 330.07 FEET TO THE POINT OF BEGINNING; THE SOUTH 22 FEET SUBJECT TO AN ACCESS EASEMENT AS SHOWN ON SAID "SAUCEDO PLAT FOR LEA COUNTY CLAIM OF EXEMPTION"; SAID TRACT CONTAINING 1.199 ACRES MORE OR LESS.

SAID TRACT BEING DIVIDED WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNER THEREOF SURVEYED ACCORDING TO THE TRACTS AS THEY APPEAR ON THE PLAT AFFIXED HEREOF.

IN WITNESS WHEREOF, THE UNDERSIGNED OWNER OF SAID LAND, HAS HEREUNTO SET HIS HAND THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024 A.D.

LORENZO CALDERON GUTIERREZ, OWNER  
(BOOK 2221, PAGE 236)

**ACKNOWLEDGMENT:**

STATE OF NEW MEXICO  
COUNTY OF LEA  
THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024 A.D., BY  
LORENZO CALDERON GUTIERREZ.

NOTARY PUBLIC

**CERTIFICATE OF APPROVAL OF EXEMPTION TO SUBDIVISION REGULATIONS BY LEA COUNTY:**

PURSUANT TO LEA COUNTY SUBDIVISION REGULATIONS, SECTION 7.5 (1997) CLAIM OF EXEMPTION MEET THE CRITERIA FOR THE DIVISION OF LAND TO CREATE A PARCEL THAT IS SOLD OR DONATED AS A GIFT TO AN IMMEDIATE FAMILY MEMBER; HOWEVER, THIS EXCEPTION SHALL BE LIMITED TO ALLOW THE SELLER OR DONOR TO SELL OR GIVE NO MORE THAN ONE PARCEL FROM A TRACT OF LAND FROM IMMEDIATE FAMILY MEMBER, AS USED HEREIN THE TERM "IMMEDIATE FAMILY MEMBER" MEANS A HUSBAND, WIFE, FATHER, STEPFATHER, MOTHER, STEPMOTHER, BROTHER, STEPBROTHER, SISTER, STEPSISTER, SON, STEPSON, DAUGHTER, STEPDAUGHTER, GRANDSON, STEPGRANDSON, GRANDDAUGHTER, STEPGRANDDAUGHTER, NEPHEW AND NIECE, WHETHER RELATED BY BIRTH, MARRIAGE, OR ADOPTION AND IS APPROVED FOR A CLAIM OF EXEMPTION ON THIS \_\_\_\_\_ OF \_\_\_\_\_, 2024 A.D.

LEA COUNTY, NEW MEXICO

BY: \_\_\_\_\_  
COREY NEEDHAM  
LEA COUNTY MANAGER DESIGNEE

**ACKNOWLEDGMENT:**

STATE OF NEW MEXICO  
COUNTY OF LEA  
THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024 A.D., BY  
COREY NEEDHAM, LEA COUNTY MANAGER DESIGNEE.

NOTARY PUBLIC

**CERTIFICATE OF MUNICIPAL APPROVAL:**

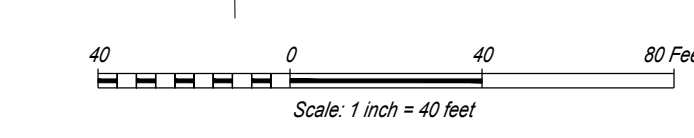
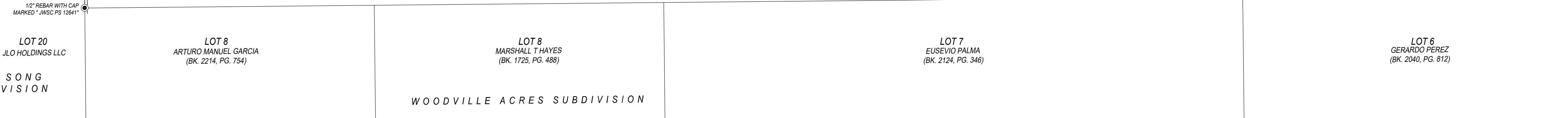
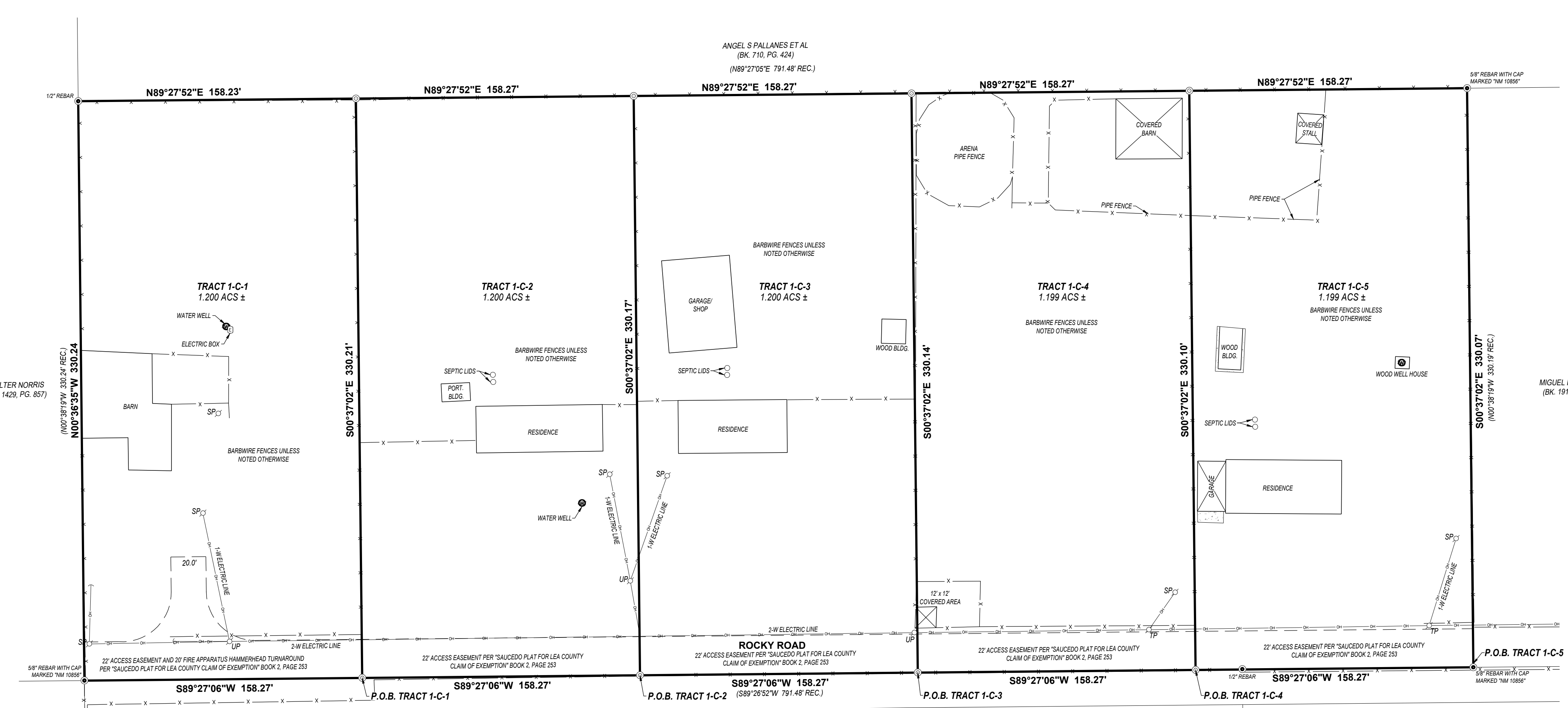
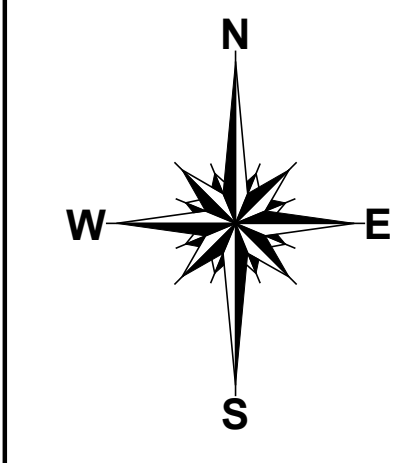
I, TODD RANDALL, CITY ENGINEER FOR THE CITY OF HOBBS, LEA COUNTY, NEW MEXICO, DO HEREBY CERTIFY THAT THE FOREGOING PLAT WITHIN THE EXTRATERRITORIAL JURISDICTION OF THE CITY OF HOBBS, LEA COUNTY, NEW MEXICO, WAS REVIEWED AND DEEMED COMPLIANT WITH THE MUNICIPAL SUMMARY PROCESS REGULATIONS ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024 A.D.

TODD RANDALL, CITY ENGINEER  
ATTEST: JAN FLETCHER, CITY CLERK

**ACKNOWLEDGMENT:**

STATE OF NEW MEXICO  
COUNTY OF LEA  
THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024 A.D., BY TODD RANDALL AND JAN FLETCHER.

NOTARY PUBLIC



**GENERAL NOTES:**

- BEARINGS SHOWN HEREON ARE MERCATOR GRID AND CONFORM TO THE NEW MEXICO COORDINATE SYSTEM "NEW MEXICO EAST ZONE" NORTH AMERICAN DATUM 1983. THE CONVERGENCE ANGLE TO TRUE NORTH IS 0°39'11.8" BASED ON A POINT OF ORIGIN LOCATED AT (NAD83) N. 456375.38' E. 911641.58' ESTABLISHED FROM GPS OBSERVATIONS AND SUBSEQUENT NGS OPUS PROCESSING. DISTANCES ARE SURFACE VALUES.
- ADJACENT OWNERSHIP OBTAINED FROM LEA COUNTY ASSESSOR'S OFFICE.
- DATE OF SURVEY: MARCH 28, 2023.
- RECORD BEARINGS AND DISTANCES SHOWN HEREON IN PARENTHESES ARE RELATIVE TO THE "SAUCEDO PLAT FOR LEA COUNTY CLAIM OF EXEMPTION" RECORDED IN SURVEY BOOK 2, PAGE 233 LEA COUNTY RECORDS, LEA COUNTY, NEW MEXICO.
- ACCESS TO KNOWLES ROAD A PUBLIC ROADWAY PROVIDED BY A 22.0 FOOT DEDICATED ACCESS EASEMENT AS SHOWN ON THE "SAUCEDO PLAT FOR LEA COUNTY CLAIM OF EXEMPTION" RECORDED IN SURVEY BOOK 2, PAGE 233 LEA COUNTY RECORDS, LEA COUNTY, NEW MEXICO.

**LEGEND:**

- ⊙ - DENOTES SET 1/2" STEEL ROD W/ CAP MARKED "JWSC PS 12641", UNLESS NOTED OTHERWISE
- ⊙ - DENOTES FOUND CORNER AS NOTED
- x — x — x — - DENOTES FENCE LINE
- ⊙ - DENOTES WATER WELL
- ⊕ - DENOTES WATER LINE VALVE
- ⊕ - DENOTES SAN/ SEWER MANHOLE
- — — — — - DENOTES OVERHEAD ELECTRIC LINE
- ⊕ - DENOTES ELECTRIC PANEL BOX
- ⊕ - DENOTES UTILITY POLE AS NOTED
- SP - SERVICE POLE
- TP - TRANSFORMER POLE
- UP - UTILITY POLE
- — — — — - DENOTES GUY/ANCHOR WIRE

**SURVEYOR'S CERTIFICATE:**

I, GARY G. EIDSON, NEW MEXICO PROFESSIONAL SURVEYOR No. 12641, DO HEREBY CERTIFY THAT THIS SURVEY PLAT AND THE ACTUAL SURVEY ON THE GROUND UPON WHICH IT IS BASED WERE PERFORMED BY ME OR UNDER MY DIRECT SUPERVISION; THAT I AM RESPONSIBLE FOR THIS SURVEY; THAT THIS SURVEY MEETS THE MINIMUM STANDARDS FOR SURVEYING IN NEW MEXICO; AND THAT IT IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.



PROVIDING SURVEYING SERVICES SINCE 1946  
**JOHN WEST SURVEYING COMPANY**  
412 N. DAL PASO, HOBBS, N.M. 88240  
(575) 393-3117 www.jwsc.biz  
TBPLS# 10021000

Scale: One Inch = Forty Feet  
CAD Drafter & Date: ACK - 04/25/2024  
Checked By: EP  
JWSC W.O. No.: 24110087  
JWSC File No.: E - 3597  
① V:202404110087 CALDERON GUTIERREZ COE DRAFTING  
**STATE OF NEW MEXICO  
COUNTY OF LEA - FILED:**

VICINITY MAP  
NOT TO SCALE

Action Items: Northland Estates Unit 1 - East and West

**NORTHLAND ESTATES UNIT 1  
A TYPE 3A SUBDIVISION OF TRACT C-2-B OF THE  
BERRY & GOMEZ- TRACT "C-2" LAND DIVISION  
LEA COUNTY, NEW MEXICO**

THE FOREGOING DIVISION OF TRACT C-2-B AS SHOWN ON THAT CERTAIN PLAT RECORDED IN BOOK 2220, PAGE 504, LEA COUNTY RECORDS, AND BEING SITUATED IN THE SOUTHWEST QUARTER OF SECTION 10, TOWNSHIP 18 SOUTH, RANGE 38 EAST, N.M.P.M., LEA COUNTY, NEW MEXICO.

SAID TRACT BEING DIVIDED WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNER THEREOF SURVEYED ACCORDING TO THE TRACTS AS THEY APPEAR ON THE PLAT AFFIXED HEREON. WITH ROADWAY AS SHOWN BEING HEREBY DEDICATED TO THE PUBLIC'S USE FOREVER.

IN WITNESS WHEREOF, THE UNDERSIGNED OWNER OF SAID LAND, HAS HEREUNTO SET HIS HAND THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024 A.D.

\_\_\_\_\_  
BRENDA GOMEZ, MANAGER  
BERRY & GOMEZ, LLC  
(BOOK 2207, PAGE 134)

**ACKNOWLEDGMENT:**

STATE OF NEW MEXICO  
COUNTY OF LEA

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024 A.D., BY BRENDA GOMEZ.

\_\_\_\_\_  
NOTARY PUBLIC

**CERTIFICATE OF MUNICIPAL APPROVAL:**

I, TODD RANDAL, CITY ENGINEER FOR THE CITY OF HOBBS, LEA COUNTY, NEW MEXICO, DO HEREBY CERTIFY THAT THE FOREGOING PLAT WITHIN EXTRATERRITORIAL JURISDICTION OF THE CITY OF HOBBS, LEA COUNTY, NEW MEXICO WAS REVIEWED AND DEEMED COMPLIANT WITH THE MUNICIPAL SUMMARY PROCESS REGULATIONS ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024 A.D.

\_\_\_\_\_  
TODD RANDAL, CITY ENGINEER

\_\_\_\_\_  
ATTEST - JAN FLETCHER, CITY CLERK

**ACKNOWLEDGMENT:**

STATE OF NEW MEXICO  
COUNTY OF LEA

ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024 A.D., BEFORE ME PERSONALLY APPEARED TODD RANDAL AND JAN FLETCHER, KNOWN TO ME TO BE THE PERSON(S) DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THAT THEY EXECUTED THE SAME AS THEIR FREE ACT AND DEED.

WITNESS MY HAND AND OFFICIAL SEAL THE DAY AND YEAR LAST ABOVE WRITTEN.

\_\_\_\_\_  
NOTARY PUBLIC

**CERTIFICATE OF APPROVAL BY THE LEA COUNTY PLANNING & ZONING BOARD:**

BE IT KNOWN THAT THE PLAT OF NORTHLAND ESTATES, UNIT 1, CONSISTING OF LAND SUBDIVIDED AS PROPOSED IN LEA COUNTY, NEW MEXICO, WAS SUBMITTED TO THE LEA COUNTY PLANNING AND ZONING BOARD, ASSEMBLED AT A MEETING ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024 A.D., AND THE SUBDIVISION AS SHOWN IN THE ATTACHED PLAT WAS THEREBY APPROVED AND ACCEPTED BY A MAJORITY OF THE BOARD.

ATTEST: KEITH MANES, LEA COUNTY CLERK

BY \_\_\_\_\_ DEPUTY

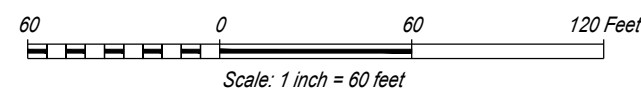
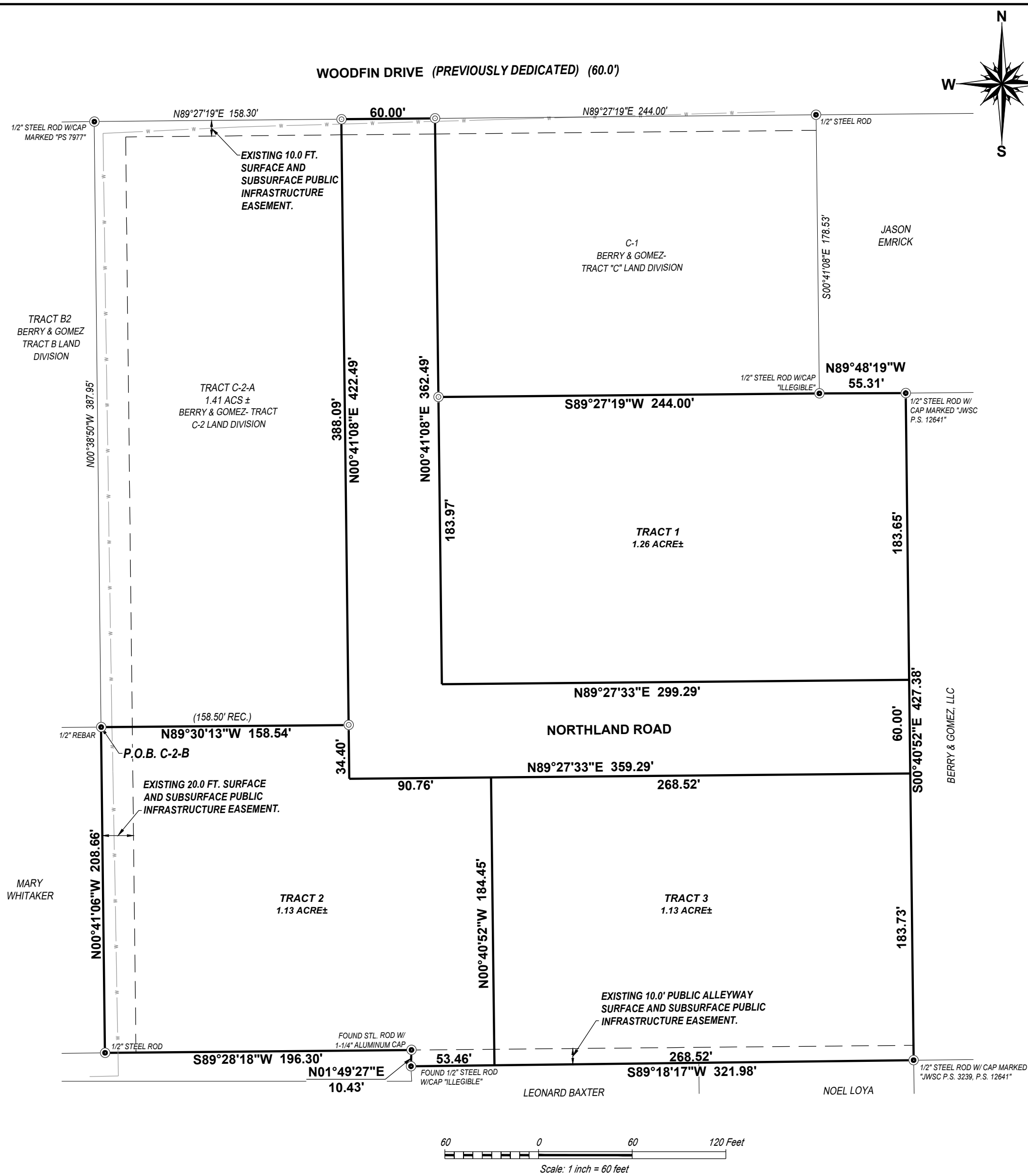
\_\_\_\_\_  
JEREMY BAKER, CHAIRMAN

**ACKNOWLEDGMENT:**

STATE OF NEW MEXICO  
COUNTY OF LEA

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024 A.D., BY JEREMY BAKER AND KEITH MANES.

\_\_\_\_\_  
NOTARY PUBLIC



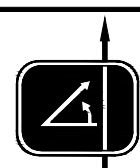
**LEGEND:**

- ⊙ - DENOTES SET 1/2" STEEL ROD W/CAP MARKED "JWSC PS 12641", UNLESS NOTED OTHERWISE
- - DENOTES FOUND CORNER AS NOTED

**SURVEYOR'S CERTIFICATE:**

I, GARY G. EIDSON, NEW MEXICO PROFESSIONAL SURVEYOR No. 12641, DO HEREBY CERTIFY THAT THIS SURVEY PLAT AND THE ACTUAL SURVEY ON THE GROUND UPON WHICH IT IS BASED WERE PERFORMED BY ME OR UNDER MY DIRECT SUPERVISION; THAT I AM RESPONSIBLE FOR THIS SURVEY; THAT THIS SURVEY MEETS THE MINIMUM STANDARDS FOR SURVEYING IN NEW MEXICO; AND THAT IT IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

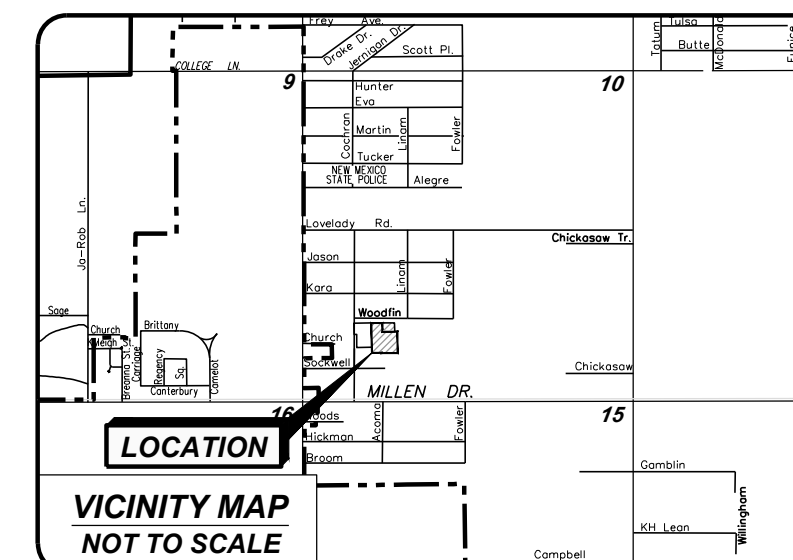
DATE: \_\_\_\_\_



PROVIDING SURVEYING SERVICES SINCE 1946  
**JOHN WEST SURVEYING COMPANY**  
412 N. DAL PASO HOBBS, N.M. 88240  
(575) 393-3117 www.jwsc.biz  
TBPLS# 10021000

**GENERAL NOTES:**

- BEARINGS SHOWN HEREON ARE MERCATOR GRID AND CONFORM TO THE NEW MEXICO COORDINATE SYSTEM "NEW MEXICO EAST ZONE" NORTH AMERICAN DATUM 1983. THE CONVERGENCE ANGLE TO TRUE NORTH IS 00°39'37.52" BASED ON A POINT OF ORIGIN LOCATED AT (NMSC) N: 641651.043° E: 907044.523° ESTABLISHED FROM GPS OBSERVATIONS AND SUBSEQUENT NGS OPUS PROCESSING. DISTANCES ARE SURFACE VALUES.
- ADJACENT OWNERSHIP OBTAINED FROM LEA COUNTY ASSESSOR'S OFFICE.
- DATE OF SURVEY:
- RECORD BEARINGS AND DISTANCES SHOWN HEREON IN PARENTHESIS ARE RELATIVE TO PLAT OF THE BERRY & GOMEZ, TRACT "C-2" LAND DIVISION RECORDED IN SURVEY BOOK 2220, ON PAGE 504 OF THE OFFICIAL RECORDS OF LEA COUNTY, NEW MEXICO.



Scale: One Inch = Sixty Feet  
CAD Drafter & Date: ACK - 04/16/2024  
JWSC W.O. No.: 24110095  
JWSC File No.: D - 1504

© 2024/04/16/2024 BERRY & GOMEZ SUBDIVISION (NORTHLAND ESTATES) DRAFTING

STATE OF NEW MEXICO  
COUNTY OF LEA - FILED:



**NORTHLAND ESTATES UNIT 1  
A TYPE 3A SUBDIVISION OF TRACT C-2-B OF THE  
BERRY & GOMEZ- TRACT "C-2" LAND DIVISION  
LEA COUNTY, NEW MEXICO**

THE FOREGOING DIVISION OF TRACT C-2-B AS SHOWN ON THAT CERTAIN PLAT RECORDED IN BOOK 2220, PAGE 504, LEA COUNTY RECORDS, AND BEING SITUATED IN THE SOUTHWEST QUARTER OF SECTION 10, TOWNSHIP 18 SOUTH, RANGE 38 EAST, N.M.P.M., LEA COUNTY, NEW MEXICO.

SAID TRACT BEING DIVIDED WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNER THEREOF SURVEYED ACCORDING TO THE TRACTS AS THEY APPEAR ON THE PLAT AFFIXED HEREON. WITH ROADWAY AS SHOWN BEING HEREBY DEDICATED TO THE PUBLIC'S USE FOREVER.

IN WITNESS WHEREOF, THE UNDERSIGNED OWNER OF SAID LAND, HAS HEREUNTO SET HIS HAND THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024 A.D.

BRENDA GOMEZ, MANAGER  
BERRY & GOMEZ, LLC  
(BOOK 2207, PAGE 134)

**ACKNOWLEDGMENT:**

STATE OF NEW MEXICO  
COUNTY OF LEA

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024 A.D., BY BRENDA GOMEZ.

NOTARY PUBLIC

Cul-De-Sac required,  
if both subdivision  
roadways are not  
completed at the  
same time

Over 150' dead end  
roadway

**OF MUNICIPAL APPROVAL:**

CITY ENGINEER FOR THE CITY OF HOBBS, LEA COUNTY, NEW MEXICO, DO HEREBY CERTIFY THAT THE FOREGOING PLAT WITHIN EXTRATERRITORIAL THE CITY OF HOBBS, LEA COUNTY, NEW MEXICO WAS REVIEWED AND DEEMED COMPLIANT WITH THE MUNICIPAL SUMMARY PROCESS REGULATIONS ON \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024 A.D.

ENGINEER

ATTEST - JAN FLETCHER, CITY CLERK

**ACKNOWLEDGMENT:**

STATE OF NEW MEXICO  
COUNTY OF LEA

ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024 A.D., BEFORE ME PERSONALLY APPEARED TODD RANDAL AND JAN FLETCHER, KNOWN TO ME TO BE THE PERSON(S) DESCRIBED IN AND WHO EXECUTED THE FOREGOING INSTRUMENT AND ACKNOWLEDGED THAT THEY EXECUTED THE SAME AS THEIR FREE ACT AND DEED.

WITNESS MY HAND AND OFFICIAL SEAL THE DAY AND YEAR LAST ABOVE WRITTEN.

NOTARY PUBLIC

**CERTIFICATE OF APPROVAL BY THE LEA COUNTY PLANNING & ZONING BOARD:**

BE IT KNOWN THAT THE PLAT OF NORTHLAND ESTATES, UNIT 1, CONSISTING OF LAND SUBDIVIDED AS PROPOSED IN LEA COUNTY, NEW MEXICO, WAS SUBMITTED TO THE LEA COUNTY PLANNING AND ZONING BOARD, ASSEMBLED AT A MEETING ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024 A.D., AND THE SUBDIVISION AS SHOWN IN THE ATTACHED PLAT WAS THEREBY APPROVED AND ACCEPTED BY A MAJORITY OF THE BOARD.

ATTEST: KEITH MANES, LEA COUNTY CLERK

BY \_\_\_\_\_ DEPUTY

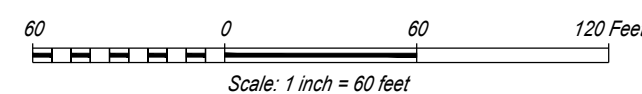
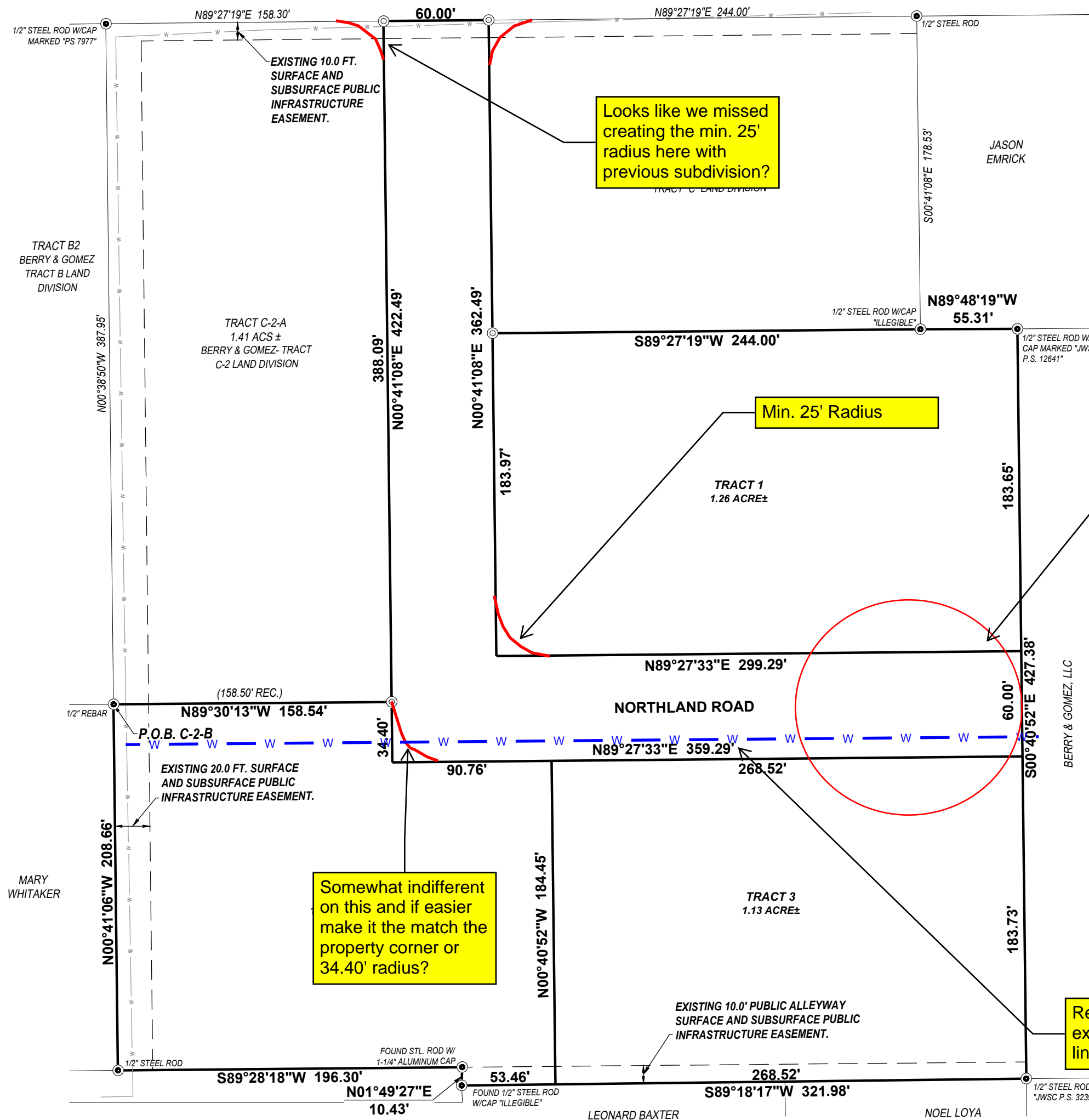
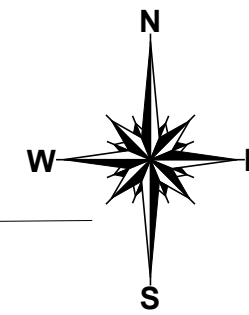
JEREMY BAKER, CHAIRMAN

**ACKNOWLEDGMENT:**

STATE OF NEW MEXICO  
COUNTY OF LEA

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2024 A.D., BY JEREMY BAKER AND KEITH MANES.

NOTARY PUBLIC



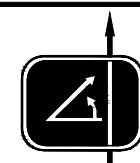
**LEGEND:**

- - DENOTES SET 1/2" STEEL ROD W/CAP MARKED "JWSC PS 12641", UNLESS NOTED OTHERWISE
- - DENOTES FOUND CORNER AS NOTED

**SURVEYOR'S CERTIFICATE:**

I, GARY G. EIDSON, NEW MEXICO PROFESSIONAL SURVEYOR No. 12641, DO HEREBY CERTIFY THAT THIS SURVEY PLAT AND THE ACTUAL SURVEY ON THE GROUND UPON WHICH IT IS BASED WERE PERFORMED BY ME OR UNDER MY DIRECT SUPERVISION; THAT I AM RESPONSIBLE FOR THIS SURVEY; THAT THIS SURVEY MEETS THE MINIMUM STANDARDS FOR SURVEYING IN NEW MEXICO; AND THAT IT IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

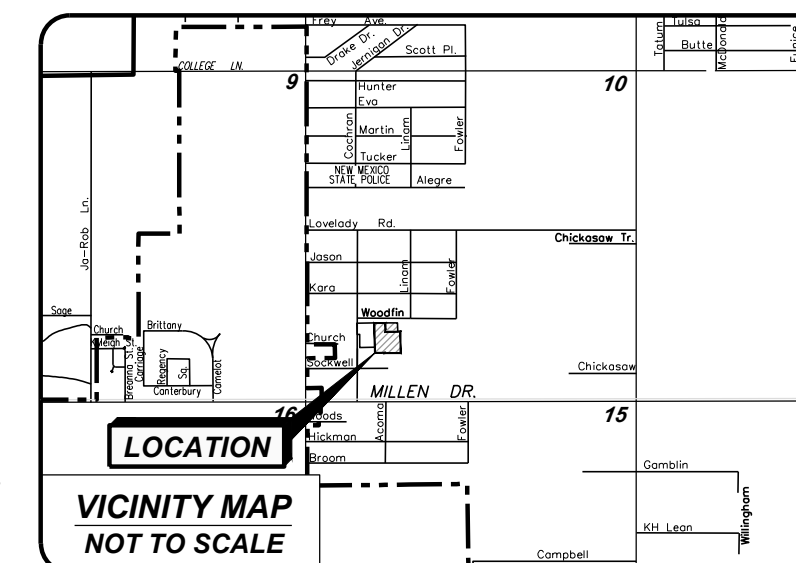
DATE: \_\_\_\_\_



PROVIDING SURVEYING SERVICES  
SINCE 1946  
**JOHN WEST SURVEYING COMPANY**  
412 N. DAL PASO HOBBS, N.M. 88240  
(575) 393-3117 www.jwsc.biz  
TBPLS# 10021000

**GENERAL NOTES:**

- BEARINGS SHOWN HEREON ARE MERCATOR GRID AND CONFORM TO THE NEW MEXICO COORDINATE SYSTEM "NEW MEXICO EAST ZONE" NORTH AMERICAN DATUM 1983. THE CONVERGENCE ANGLE TO TRUE NORTH IS 00°39'37.52" BASED ON A POINT OF ORIGIN LOCATED AT (NMSC) N: 641651.043° E: 907044.523" ESTABLISHED FROM GPS OBSERVATIONS AND SUBSEQUENT NGS OPUS PROCESSING. DISTANCES ARE SURFACE VALUES.
- ADJACENT OWNERSHIP OBTAINED FROM LEA COUNTY ASSESSOR'S OFFICE.
- DATE OF SURVEY:
- RECORD BEARINGS AND DISTANCES SHOWN HEREON IN PARENTHESIS ARE RELATIVE TO PLAT OF THE BERRY & GOMEZ, TRACT "C-2" LAND DIVISION RECORDED IN SURVEY BOOK 2220, ON PAGE 504 OF THE OFFICIAL RECORDS OF LEA COUNTY, NEW MEXICO.



**VICINITY MAP  
NOT TO SCALE**

Scale: One Inch = Sixty Feet  
CAD Drafter & Date: ACK - 04/16/2024  
JWSC W.O. No.: 24110095  
JWSC File No.: D - 1504

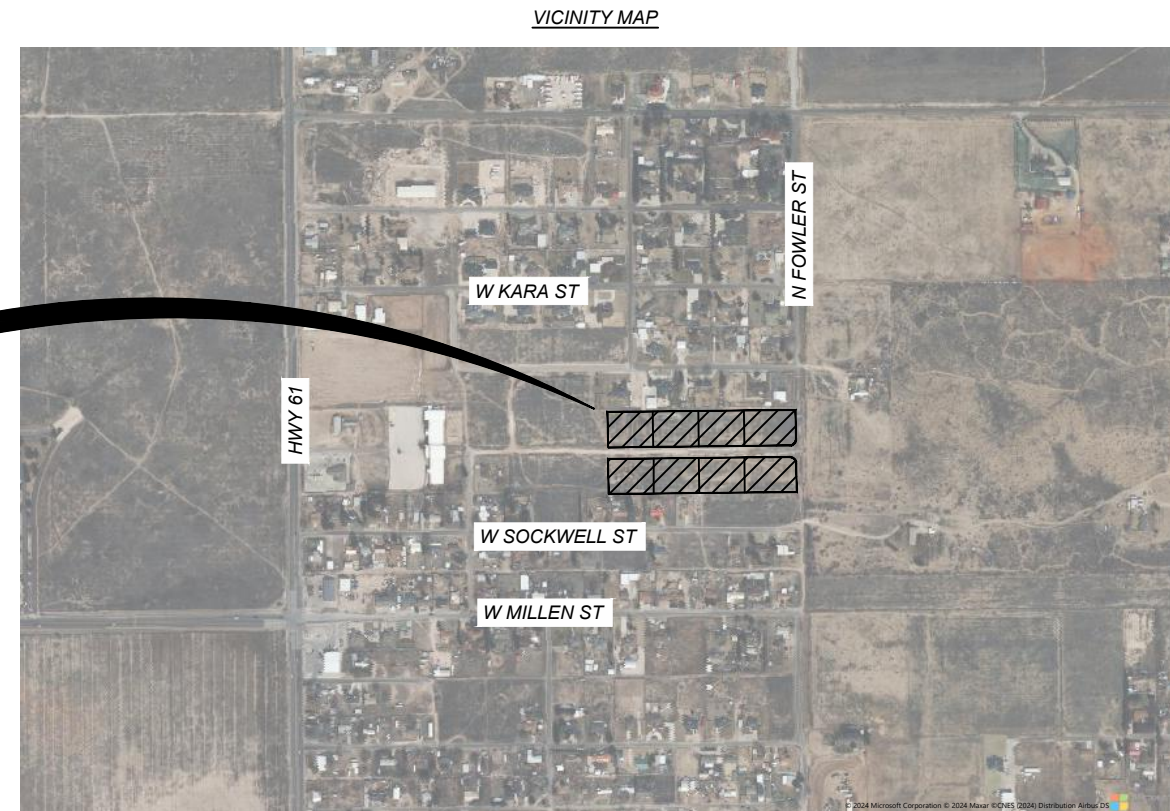
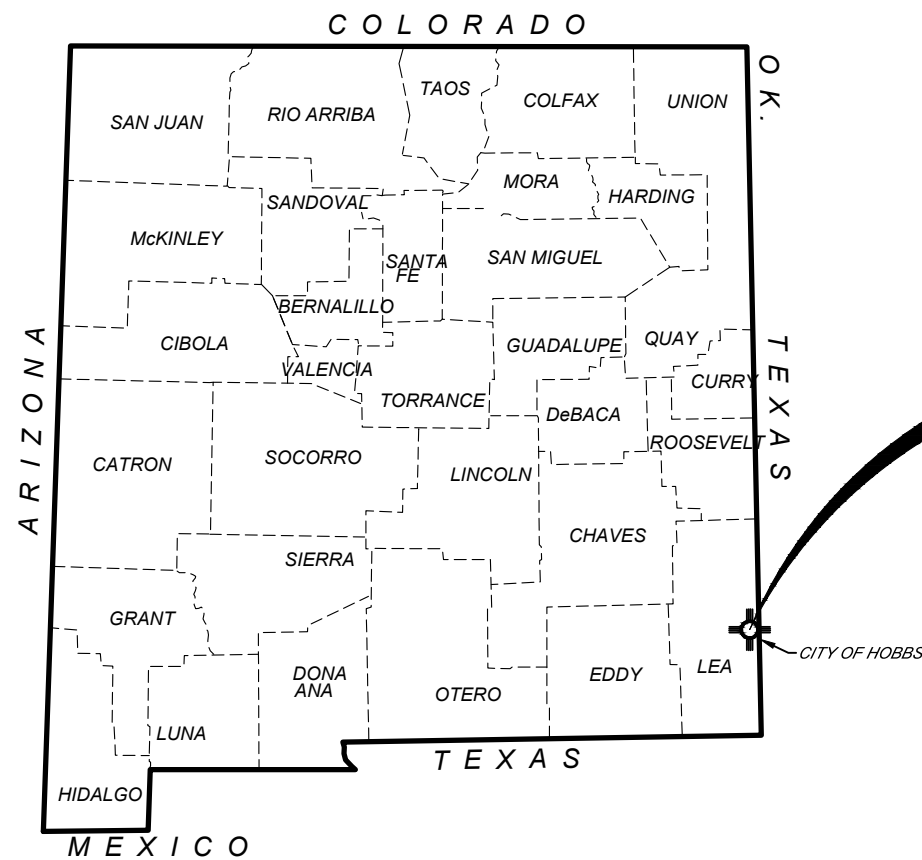
© 2024/04/16/2024 BERRY & GOMEZ SUBDIVISION (NORTHLAND ESTATES) DRAFTING

**STATE OF NEW MEXICO  
COUNTY OF LEA - FILED:**

# KEN BERRY CONSTRUCTION NORTHLAND ESTATES EAST SUBDIVISION

**SOUTHWEST QUARTER OF SECTION 10,  
TOWNSHIP 18 SOUTH, RANGE 38 EAST,  
N.M.P.M., LEA COUNTY, NEW MEXICO**

<b>SHEET INDEX</b>	
C-100	COVER SHEET
C-110	EXISTING CONDITIONS
C-120	SITE PLAN
C-130	GRADING PLAN
C-135	DRAINAGE PLAN
C-140	PLAN & PROFILE: NORTHLAND RD
C-141	PLAN & PROFILE: N. FOWLER RD
C-150	EROSION CONTROL PLAN
C-160	DETAILS



*[Signature]*  
04/12/2024

**MAGRYM**  
Magrym Consulting, Inc.  
110 W. Louisiana Ave. Ste 314  
Midland, TX 79701  
(432) 999-2737  
www.magrym.com  
TX #F-19848 | ND #28610PE | OK #8561PE

R-X	DATE	BY
REVISIONS (OR CHANGE NOTICES)		

**KEN BERRY CONSTRUCTION**  
HOBBS, NEW MEXICO  
(575) 740-0949

**NORTHLAND ESTATES SUBDIVISION**  
LEA COUNTY HOBBS, NM

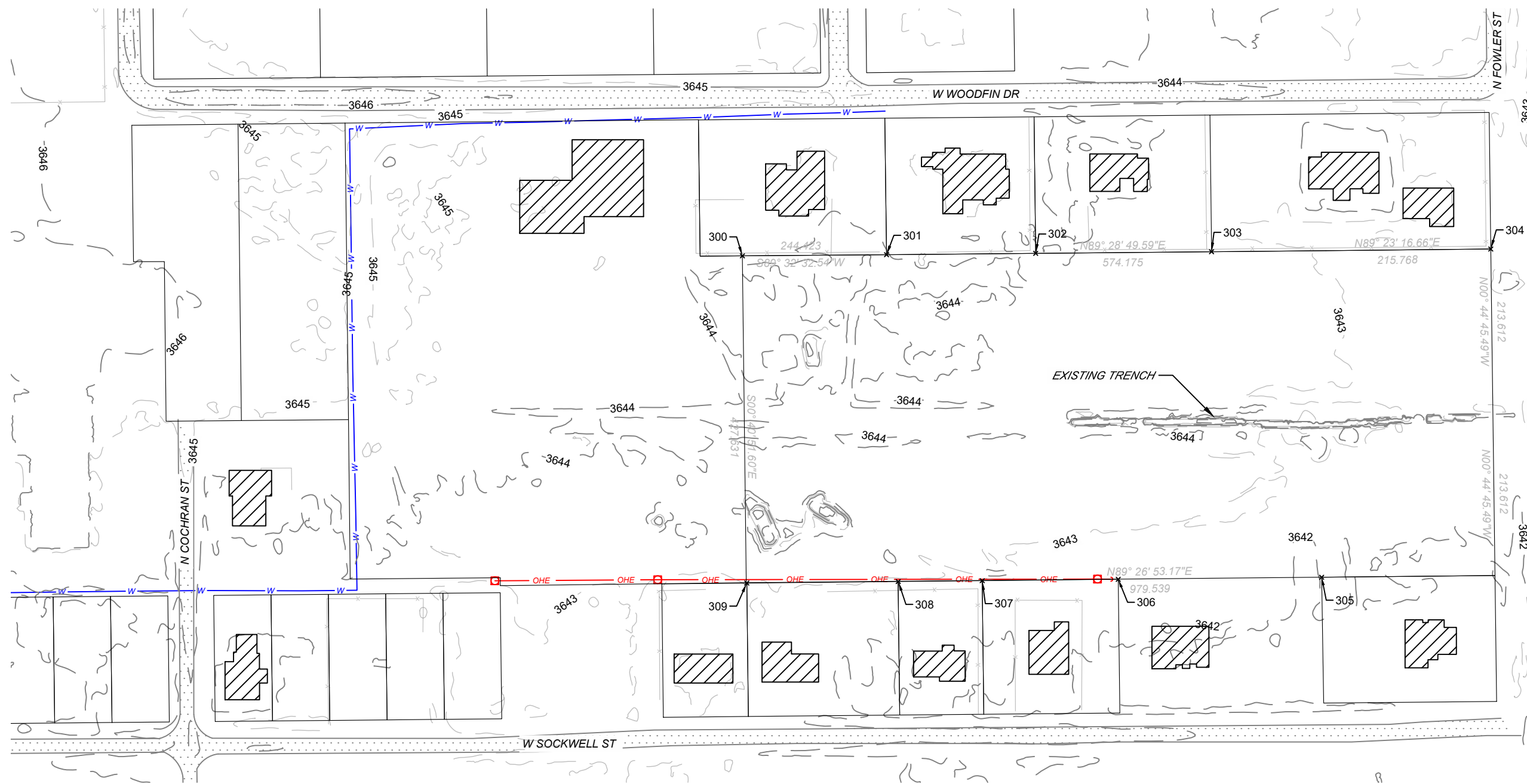
<b>COVER SHEET</b>	
HORIZONTAL SCALE:	VERTICAL SCALE:
PRINT DATE: 4/4/2024	DESIGNED BY: JN
PROJECT NO.:	CHECKED BY: CSC
SUBSET: CIVIL	APPROVED BY: CSC

SHEET:  
**C-100**





04/12/2024



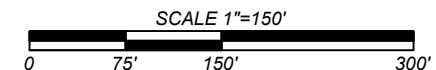
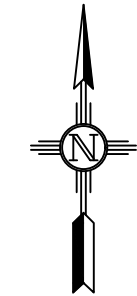
**LEGEND:**

- PROPERTY BOUNDARY
- EXISTING ROAD
- EXISTING STRUCTURES
- EXISTING FENCE LINE
- EXISTING WATER LINE
- EXISTING OVERHEAD POWER LINE
- EXISTING GRADE CONTOUR (1FT INTERVAL)
- EXISTING POWER POLES

**NOTE:**  
 TOPOGRAPHIC DATA OBTAINED FROM CITY OF HOBBS LIDAR.  
 BOUNDARY DATA OBTAINED FROM JOHN WEST SURVEYING.

Point Table				
Point #	Raw Description	Elevation	Northing	Easting
300	240 RBR W/YC #3239-12641	3644.190	641465.3557	908314.7652
301	241 RBR W/YC #7977	3643.740	641466.8617	908503.3119
302	250 RBR W/YC #6541-KING	3643.880	641468.6308	908698.4740
303	9 1/2" RBR W/YC #KING	3642.850	641470.7168	908928.5051
304	271 1/2" RBR W/YC #6541-KING	3642.780	641474.2500	909293.7810

Point Table				
Point #	Raw Description	Elevation	Northing	Easting
305	285 SET YC #12641	3642.380	641044.9019	909072.5366
306	94 FND 1/2" RBR W/YC ILLEGIBLE(11/11/21)	3642.830	641042.2174	908806.4730
307	81 FND 1/2" RBR	3672.600	641040.4120	908628.4870
308	190 FND 1/2" RBR	3642.840	641039.3054	908518.6421
309	82 FND 1/2" YC#3239/12641	3642.390	641037.3096	908320.5381



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R-X	DATE	BY
REVISIONS (OR CHANGE NOTICES)		

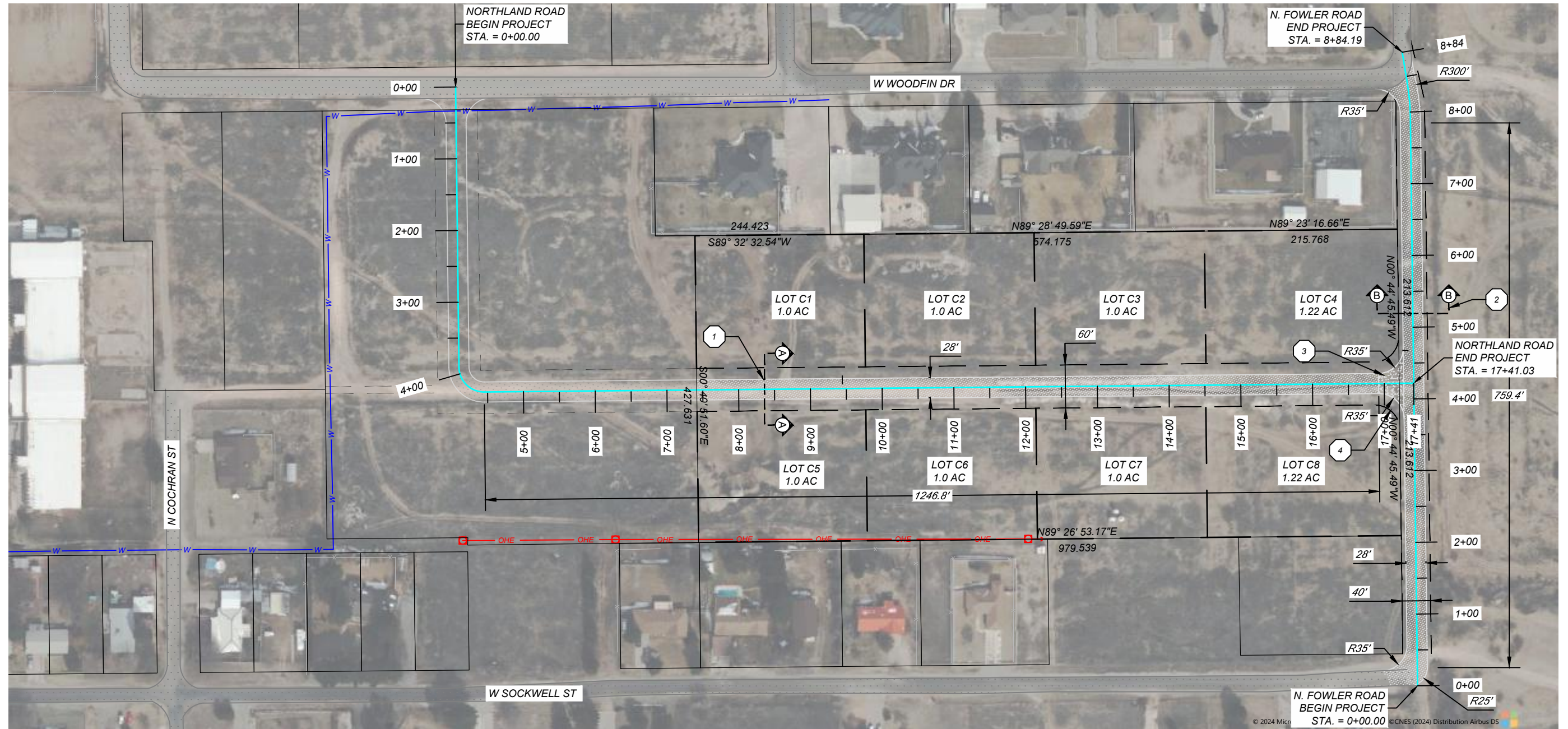
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 (575) 740-0949

**NORTHLAND ESTATES SUBDIVISION**  
 LEA COUNTY HOBBS, NM

EXISTING CONDITIONS	
HORIZONTAL SCALE:	VERTICAL SCALE:
PRINT DATE: 4/4/2024	DESIGNED BY: JN
PROJECT NO.	CHECKED BY: CSC
SUBSET: CIVIL	APPROVED BY: CSC

SHEET:  
**C-110**





**LEGEND:**

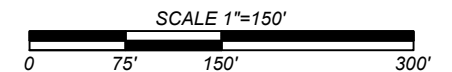
- PROPOSED PROPERTY
- PROPOSED ROAD
- PROPOSED CONCRETE
- PROPOSED ROW
- PROPERTY BOUNDARY
- EXISTING ROAD
- EXISTING FENCE LINE
- EXISTING WATER LINE
- EXISTING OVERHEAD POWER LINE
- EXISTING POWER POLES

**KEY NOTES:**

- 1 NORTHLAND RD CROSS SECTION PER DETAIL ON SHEET C-160
- 2 N. FOWLER RD CROSS SECTION PER DETAIL ON SHEET C-160
- 3 CONCRETE APRON PER DETAIL ON SHEET C-160
- 4 PROPOSED STOP SIGN



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R-X	REVISIONS (OR CHANGE NOTICES)	DATE	BY

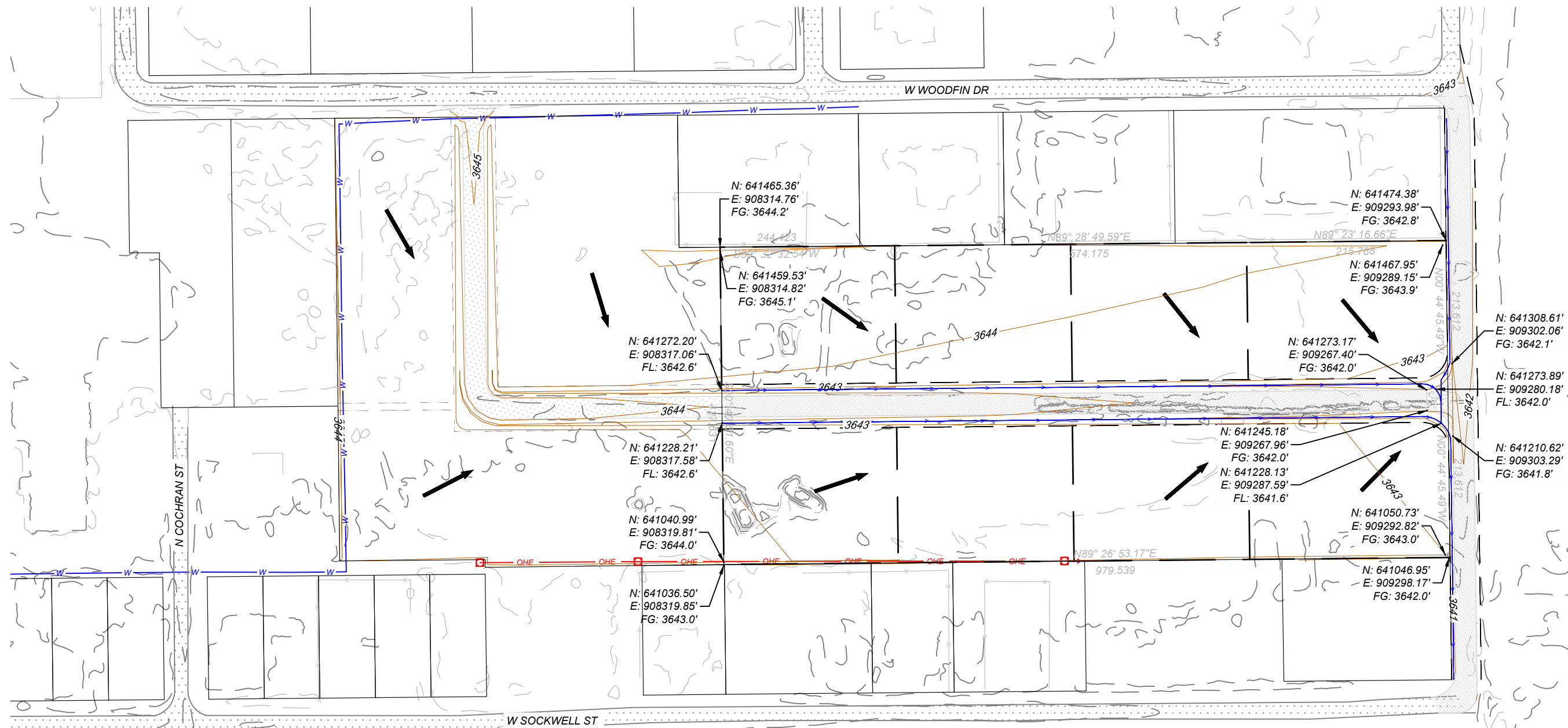
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LEA COUNTY HOBBS, NM

PROPOSED SITE PLAN	
HORIZONTAL SCALE:	VERTICAL SCALE:
PRINT DATE: 4/4/2024	DESIGNED BY: JN
PROJECT NO.	CHECKED BY: CSC
SUBSET: CIVIL	APPROVED BY: CSC

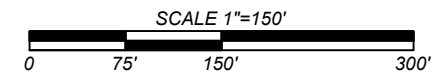
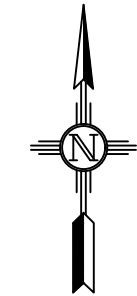
SHEET:  
**C-120**





**LEGEND:**

- PROPOSED PROPERTY
- PROPOSED ROAD
- PROPOSED CONCRETE
- PROPOSED ROW
- PROPOSED GRADE CONTOUR (1FT INTERVAL)
- PROPERTY BOUNDARY
- EXISTING ROAD
- EXISTING FENCE LINE
- EXISTING WATER LINE
- EXISTING OVERHEAD POWER LINE
- EXISTING POWER POLES
- FLOW DIRECTION
- FLOWLINE
- FINISHED GRADE
- FLOWLINE




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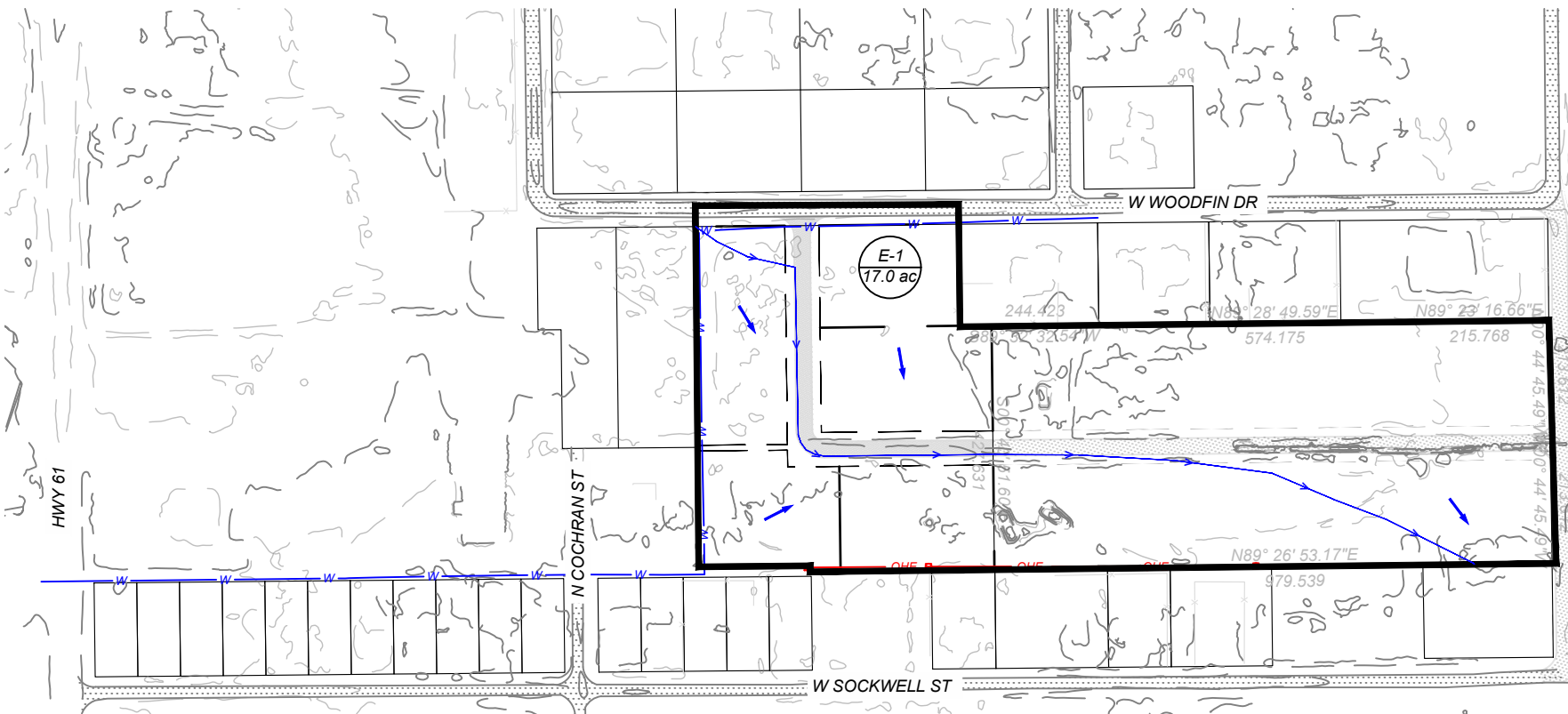
R-X	REVISIONS (OR CHANGE NOTICES)	DATE	BY

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 LEA COUNTY HOBBS, NM

GRADING PLAN	
HORIZONTAL SCALE:	VERTICAL SCALE:
PRINT DATE: 4/4/2024	DESIGNED BY: JN
PROJECT NO.	CHECKED BY: CSC
SUBSET: CIVIL	APPROVED BY: CSC

SHEET:  
**C-130**

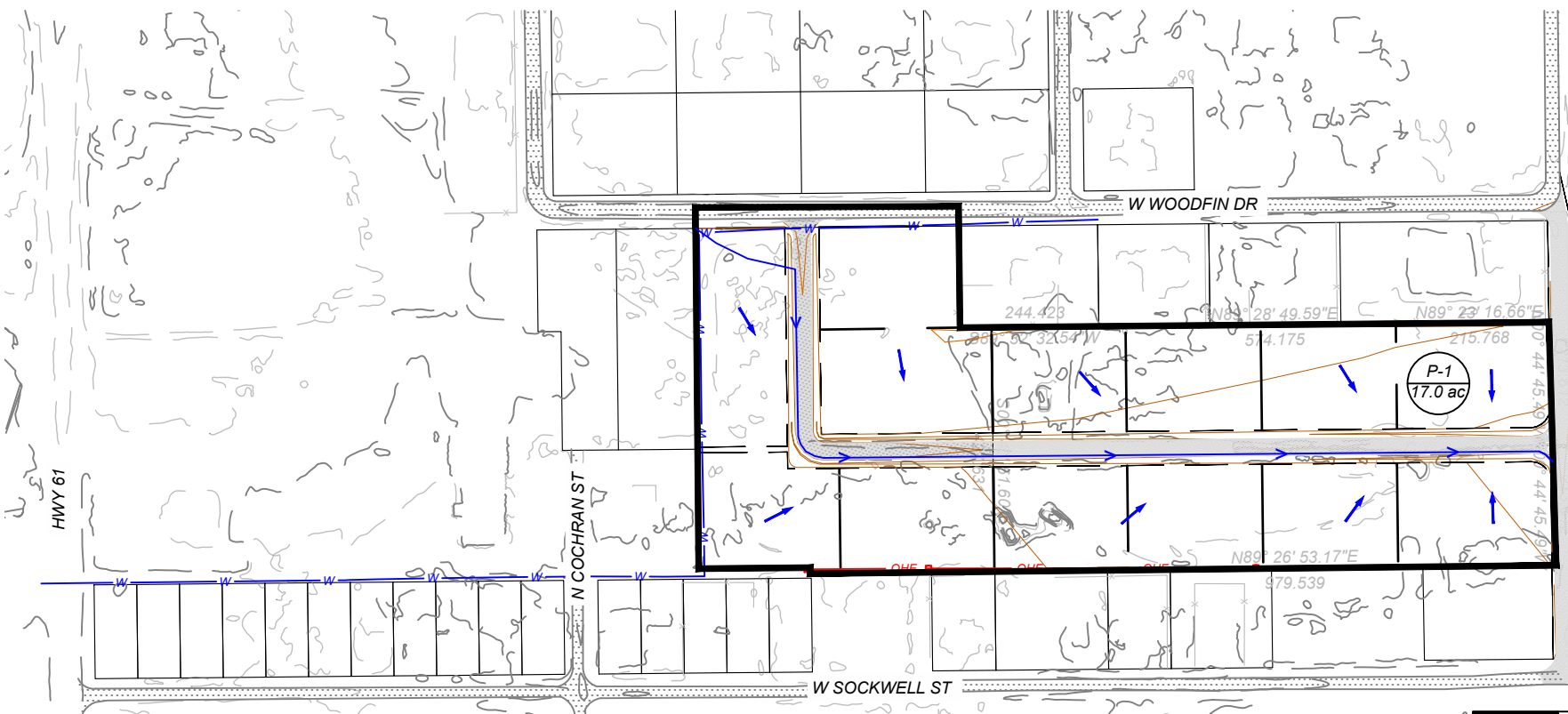


PREDEVELOPMENT FLOWS

<b>Rational Method</b>	<b>E-1</b>
Area (acres)	17.0
Time of concentration (min)	35
C5-yr=	0.52
Rainfall Intensity (in/hr) i5-YR=	1.6
Peak Discharge (cfs) Q5-yr=	14
C100-yr=	0.68
Rainfall Intensity (in/hr) i100-YR=	3.1
Peak Discharge (cfs) Q100-yr=	36



04/12/2024



POSTDEVELOPMENT FLOWS

<b>Rational Method</b>	<b>P-1</b>
Area (acres)	17.0
Time of concentration (min)	25
C5-yr=	0.56
Rainfall Intensity (in/hr) i5-YR=	2.0
Peak Discharge (cfs) Q5-yr=	19
C100-yr=	0.71
Rainfall Intensity (in/hr) i100-YR=	3.8
Peak Discharge (cfs) Q100-yr=	46


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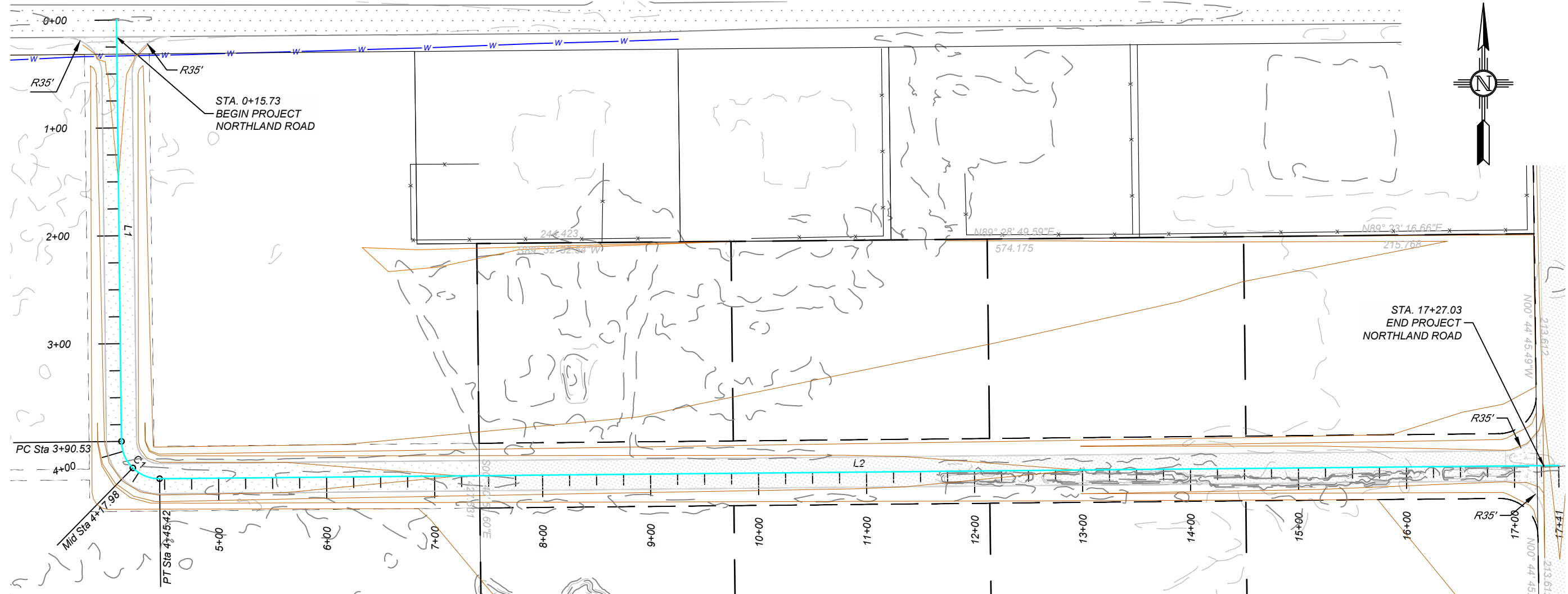
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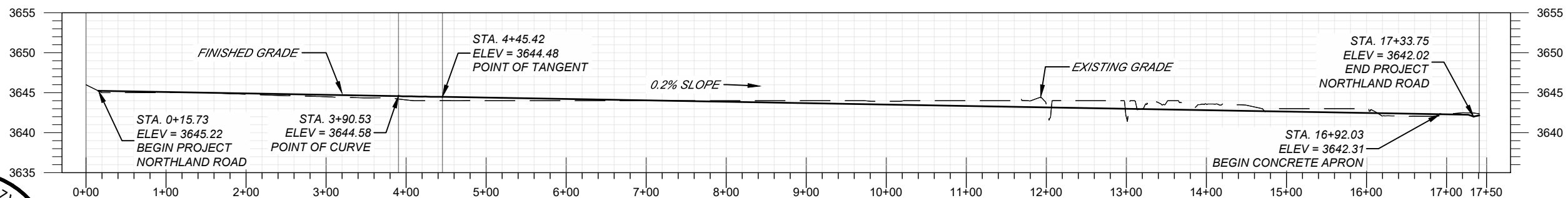
**NORTHLAND ESTATES SUBDIVISION**  
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DRAINAGE PLAN	
HORIZONTAL SCALE:	VERTICAL SCALE:
PRINT DATE: 4/4/2024	DESIGNED BY: JN
PROJECT NO.	CHECKED BY: CSC
SUBSET: CIVIL	APPROVED BY: CSC

SHEET:  
**C-135**

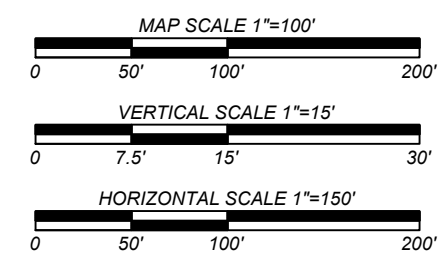


Northland Road Profile



Northland Road GEOMETRIC DATA TABLE

Number	PI Station	Delta	Radius	Tangent	Length	Deg. of Curve	Line/Chord Direction	Chord Bearing	Begin Northing	End Northing	Begin Easting	End Easting
C1	Sta: 4+25.45	089°51'19"	35.000	34.91	54.889'	0°00'00"	S45° 36' 47.73"E	N89° 18' 51.72"E	641281.99'	641247.41'	907985.80'	
L1					390.534'		S00° 41' 08.28"E		641672.49'	641281.99'	907981.12'	907985.80'
L2					1295.610'		N89° 27' 32.75"E		641247.41'	641259.64'	908021.13'	909316.68'



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R-X	DATE	BY
REVISIONS (OR CHANGE NOTICES)		

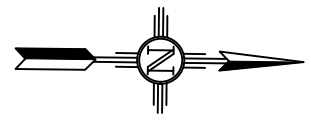
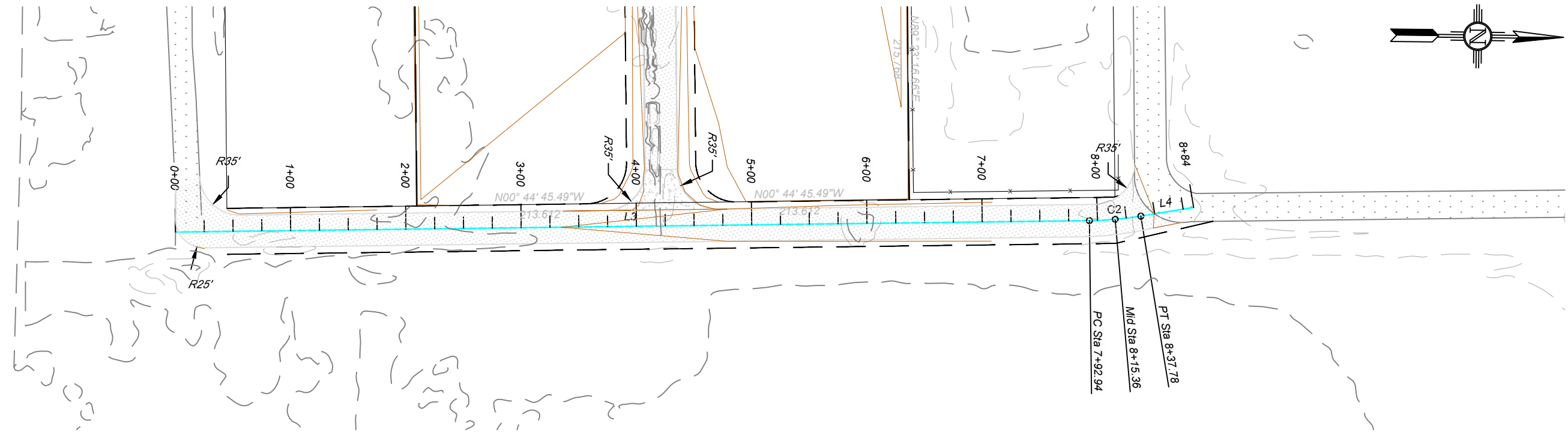
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**NORTHLAND ESTATES SUBDIVISION**  
LEA COUNTY HOBBS, NM

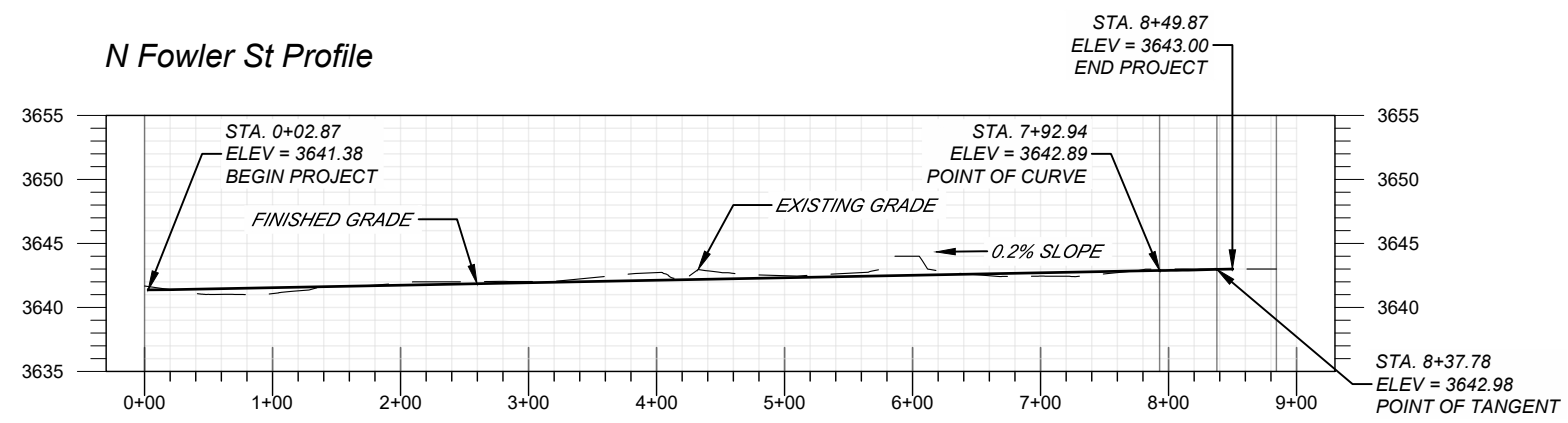
**PLAN & PROFILE - NORTHLAND RD**  
HORIZONTAL SCALE: VERTICAL SCALE:  
PRINT DATE: 4/4/2024 DESIGNED BY: JN  
PROJECT NO. CHECKED BY: CSC  
SUBSET: CIVIL APPROVED BY: CSC

SHEET:  
**C-140**





N Fowler St Profile

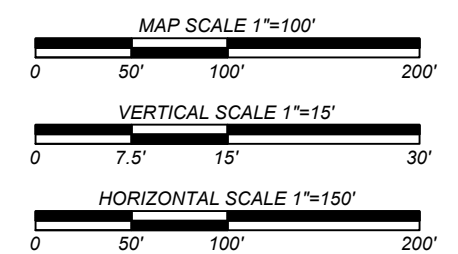


N Fowler St GEOMETRIC DATA TABLE

Number	PI Station	Delta	Radius	Tangent	Length	Deg. of Curve	Line/Chord Direction	Chord Bearing	Begin Northing	End Northing	Begin Easting	End Easting
C2	Sta: 8+15.41	008°33'49"	300.000	22.46	44.839'	19°11'17"	N05° 00' 02.32"W	S89° 16' 52.18"W	641630.68'	641675.30'	909312.02'	
L3					792.944'		N00° 43' 07.82"W		640837.79'	641630.68'	909321.97'	909312.02'
L4					46.412'		N09° 16' 56.82"W		641675.30'	641721.11'	909308.12'	909300.63'



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R-X	DATE	BY

REVISIONS (OR CHANGE NOTICES)

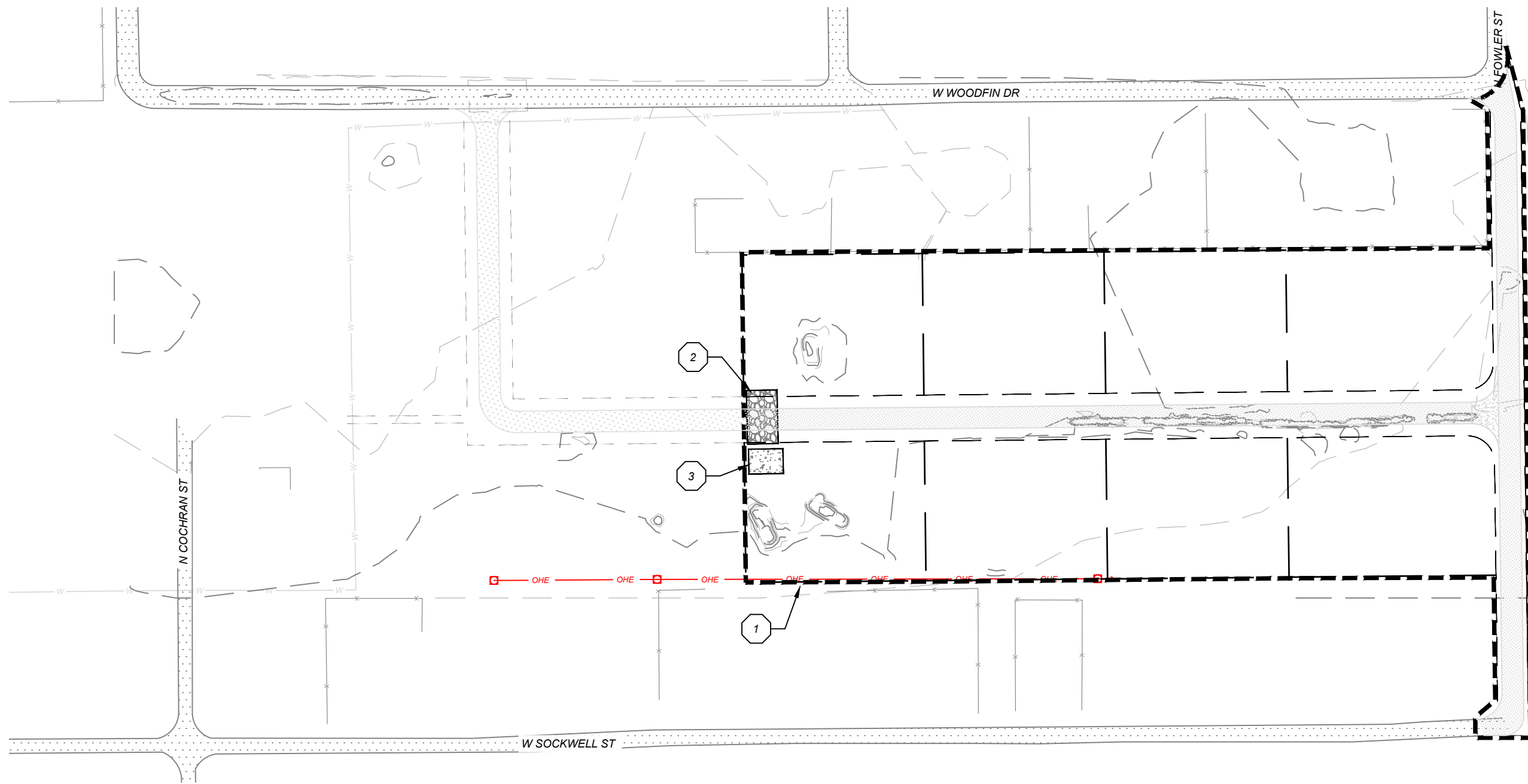
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**PLAN & PROFILE - N FOWLER ST.**

HORIZONTAL SCALE:	VERTICAL SCALE:
PRINT DATE: 4/4/2024	DESIGNED BY: JN
PROJECT NO.	CHECKED BY: CSC
SUBSET: CIVIL	APPROVED BY: CSC

SHEET:  
**C-141**



**LEGEND:**

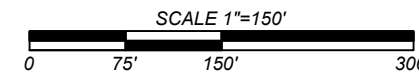
- PROPOSED PROPERTY
- PROPOSED ROAD
- PROPOSED CONCRETE
- PROPOSED ROW
- EXISTING ROAD
- EXISTING FENCE LINE
- EXISTING WATER LINE
- EXISTING OVERHEAD POWER LINE
- EXISTING GRADE CONTOUR (1FT INTERVAL)
- EXISTING POWER POLES

**KEY NOTES:**

- 1 PROPOSED SILT FENCE
- 2 CONSTRUCTION ENTRANCE
- 3 CONCRETE WASHOUT BAY



*[Signature]*  
04/12/2024



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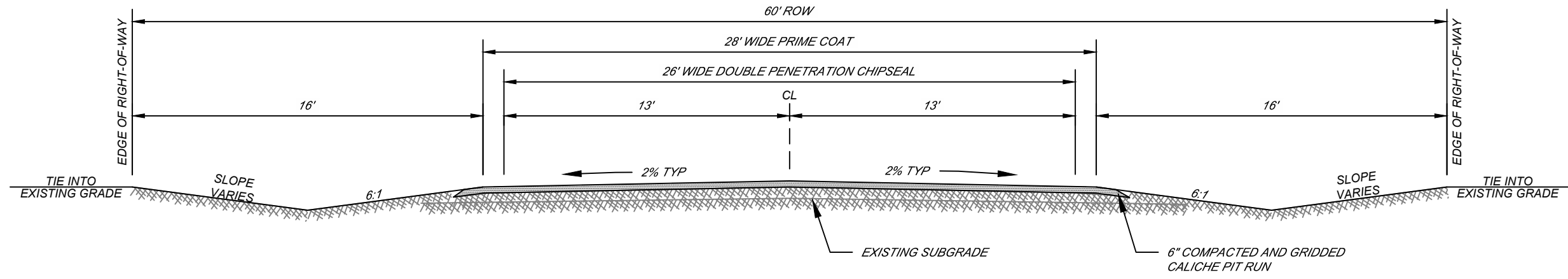
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**NORTHLAND ESTATES SUBDIVISION**  
LEA COUNTY HOBBS, NM

EROSION CONTROL PLAN	
HORIZONTAL SCALE:	VERTICAL SCALE:
PRINT DATE: 4/4/2024	DESIGNED BY: JN
PROJECT NO.	CHECKED BY: CSC
SUBSET: CIVIL	APPROVED BY: CSC

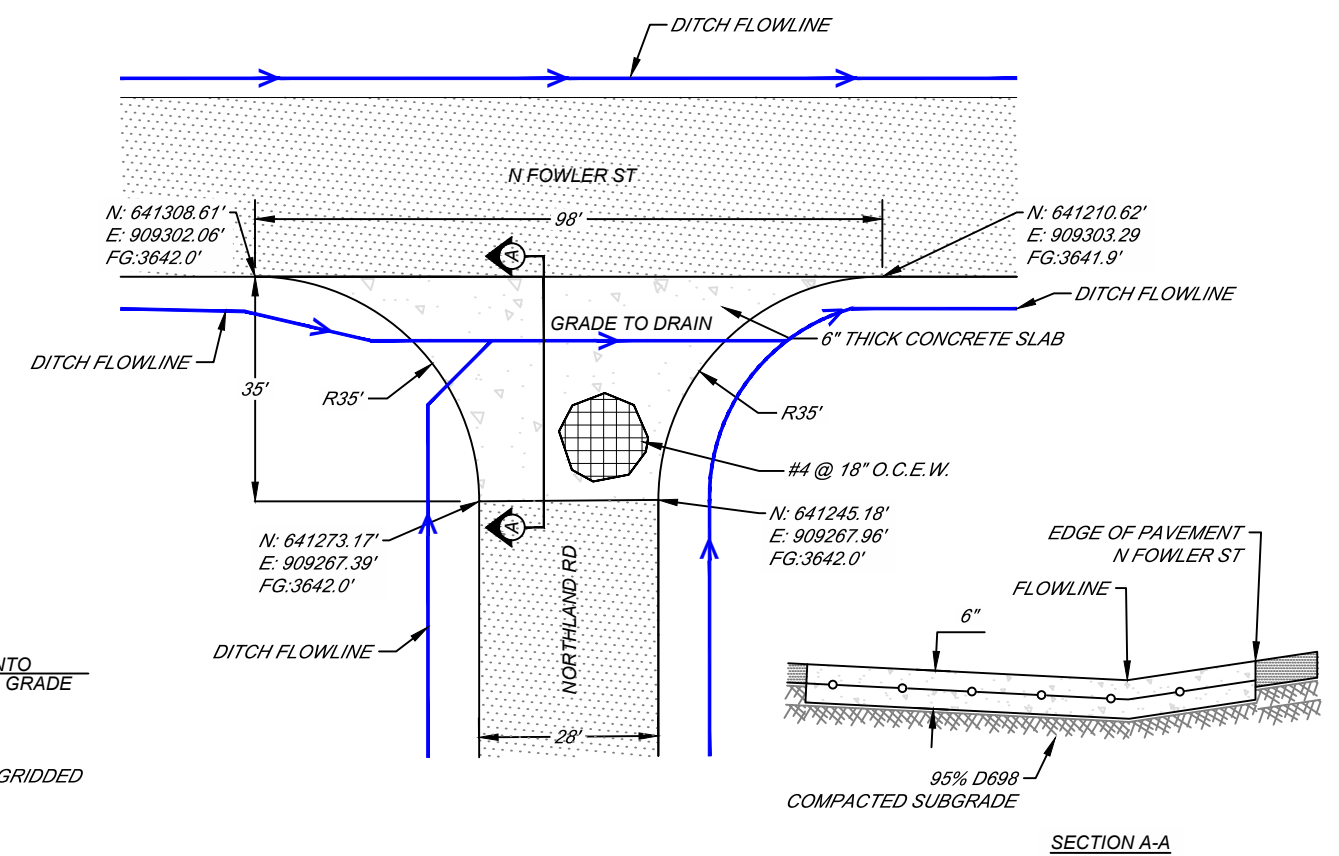
SHEET:  
**C-150**



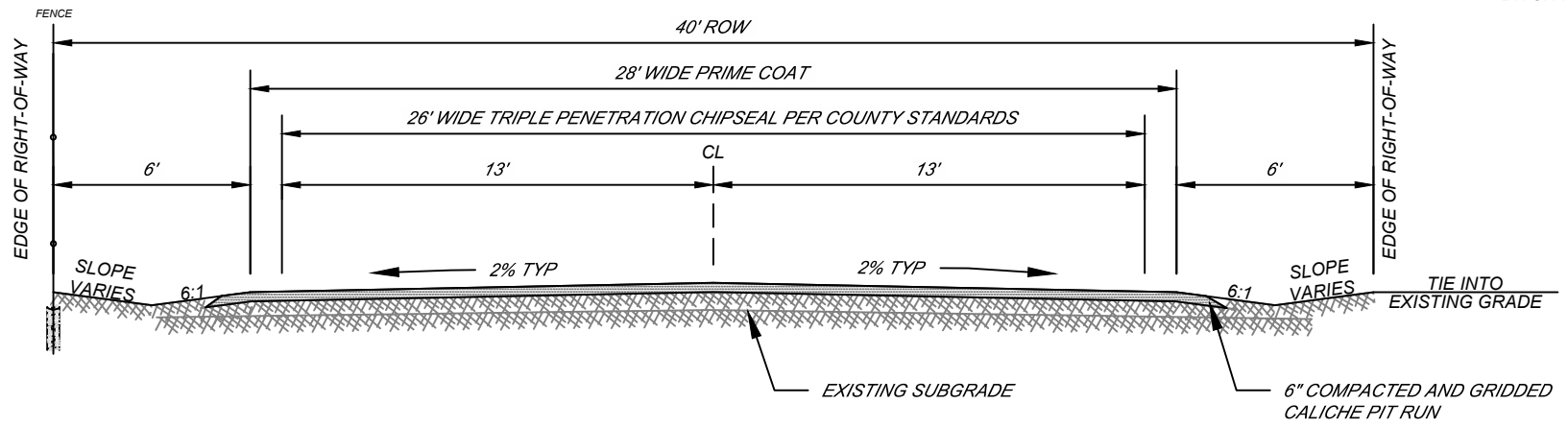
1 NORTHLAND RD STA. 0+15.7 - 16+92.0  
SECTION A-A (NOT TO SCALE)



Signature  
04/12/2024



3 NORTHLAND RD CONCRETE APRON STA. 16+92.0 - 17+27.0  
NOT TO SCALE



2 N. FOWLER ST STA. 0+02.9 - 8+49.9  
SECTION B-B (NOT TO SCALE)

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R-X	REVISIONS (OR CHANGE NOTICES)	DATE	BY

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**NORTHLAND ESTATES SUBDIVISION**  
LEA COUNTY HOBBS, NM

DETAILS	
HORIZONTAL SCALE:	VERTICAL SCALE:
PRINT DATE: 4/4/2024	DESIGNED BY: JN
PROJECT NO.	CHECKED BY: CSC
SUBSET: CIVIL	APPROVED BY: CSC

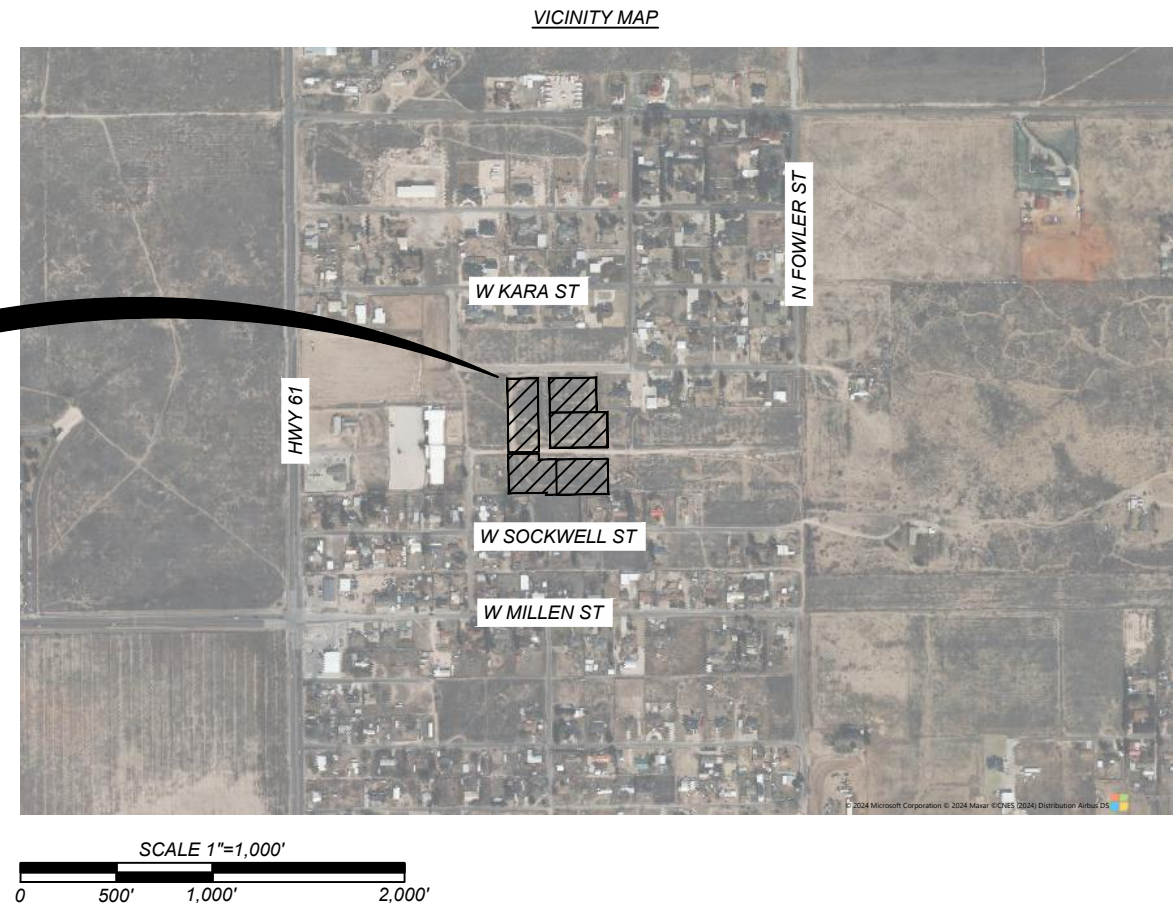
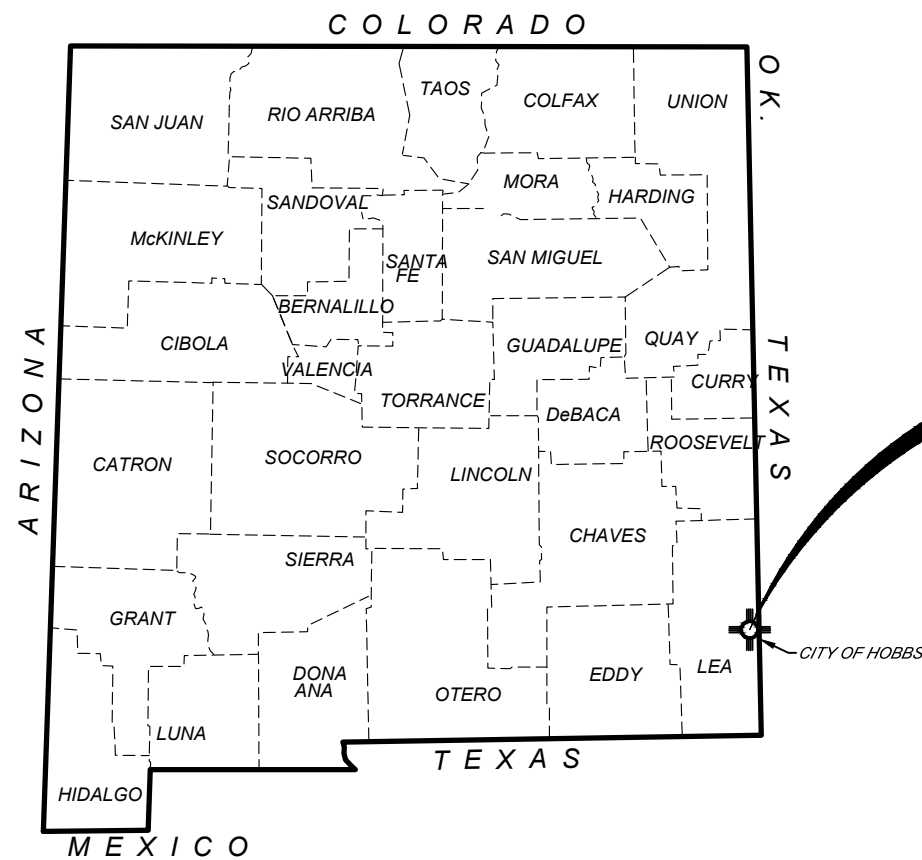
SHEET:  
**C-160**



# KEN BERRY CONSTRUCTION NORTHLAND ESTATES WEST SUBDIVISION

**SOUTHWEST QUARTER OF SECTION 10,  
TOWNSHIP 18 SOUTH, RANGE 38 EAST,  
N.M.P.M., LEA COUNTY, NEW MEXICO**

<b>SHEET INDEX</b>	
C-100	COVER SHEET
C-110	EXISTING CONDITIONS
C-120	SITE PLAN
C-130	GRADING PLAN
C-135	DRAINAGE PLAN
C-140	PLAN & PROFILE: NORTHLAND RD
C-150	EROSION CONTROL PLAN
C-160	DETAILS



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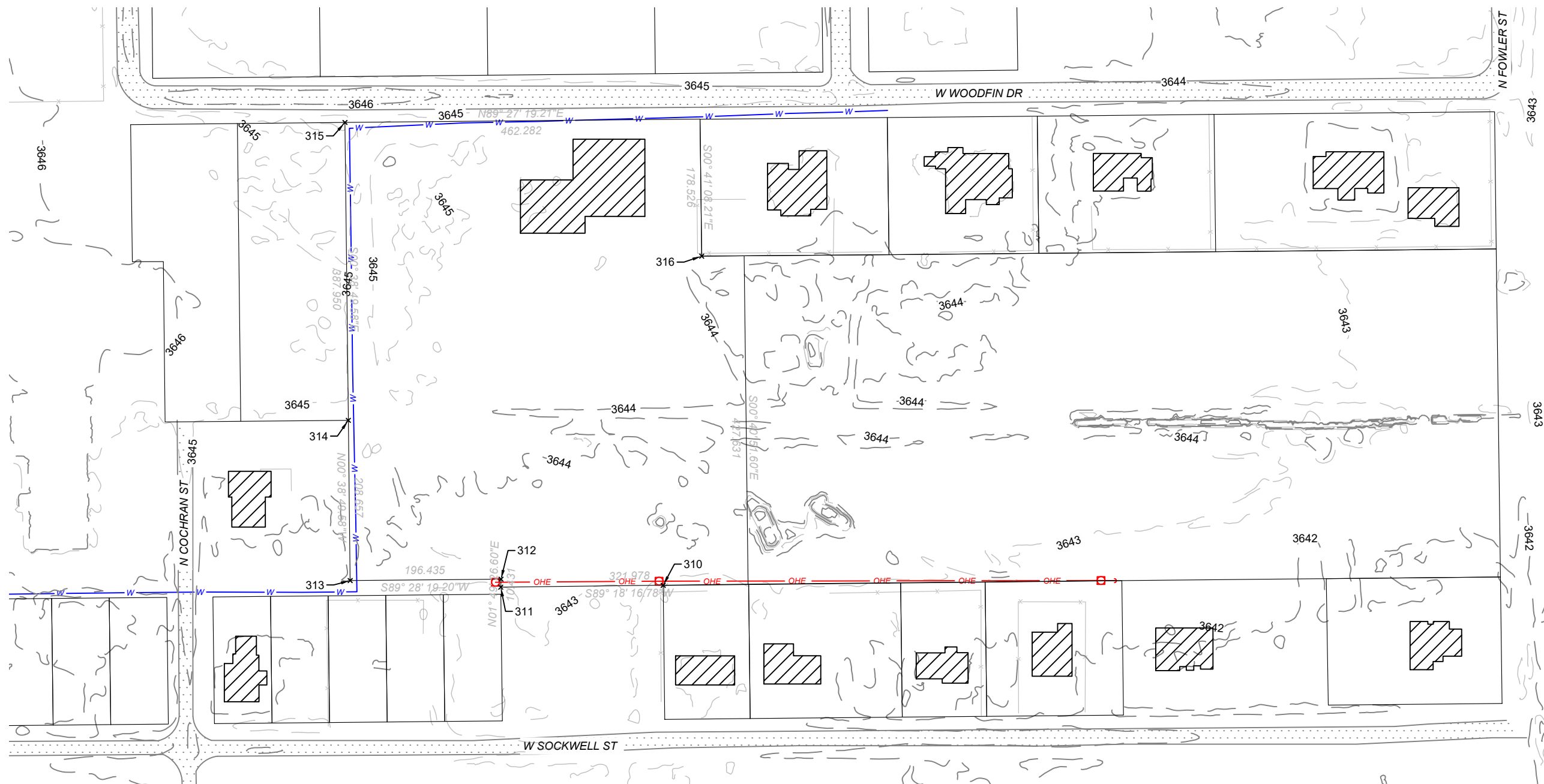
R-X	DATE	BY
REVISIONS (OR CHANGE NOTICES)		

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**NORTHLAND ESTATES SUBDIVISION**  
LEA COUNTY HOBBS, NM

<b>COVER SHEET</b>	
HORIZONTAL SCALE:	VERTICAL SCALE:
PRINT DATE: 4/4/2024	DESIGNED BY: JN
PROJECT NO.:	CHECKED BY: CSC
SUBSET: CIVIL	APPROVED BY: CSC

SHEET:  
**C-100**

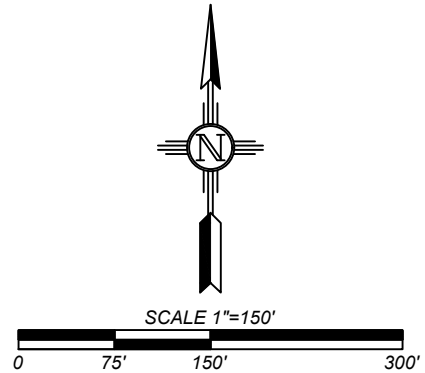


**LEGEND:**

- PROPERTY BOUNDARY
- EXISTING ROAD
- EXISTING STRUCTURES
- EXISTING FENCE LINE
- EXISTING WATER LINE
- EXISTING OVERHEAD POWER LINE
- EXISTING GRADE CONTOUR (1FT INTERVAL)
- EXISTING POWER POLES

**NOTE:**  
 TOPOGRAPHIC DATA OBTAINED FROM CITY OF HOBBS LIDAR.  
 BOUNDARY DATA OBTAINED FROM JOHN WEST SURVEYING.

Point Table				
Point #	Raw Description	Elevation	Northing	Easting
310	220 FND 1/2" RBR	3642.850	641036.1890	908209.3065
311	221 FND 1/2" RBR W/YC #7977	3643.060	641033.8476	907997.8932
312	230 FND 1-1/2" AC	3643.350	641044.2738	907998.2252
313	7199	3662.860	641042.4636	907801.7984
314	7206	3662.860	641251.1070	907799.4419
315	7201	3662.860	641639.0326	907795.0604
316	7200	3662.860	641464.9139	908259.4573



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R-X	DATE	BY
REVISIONS (OR CHANGE NOTICES)		

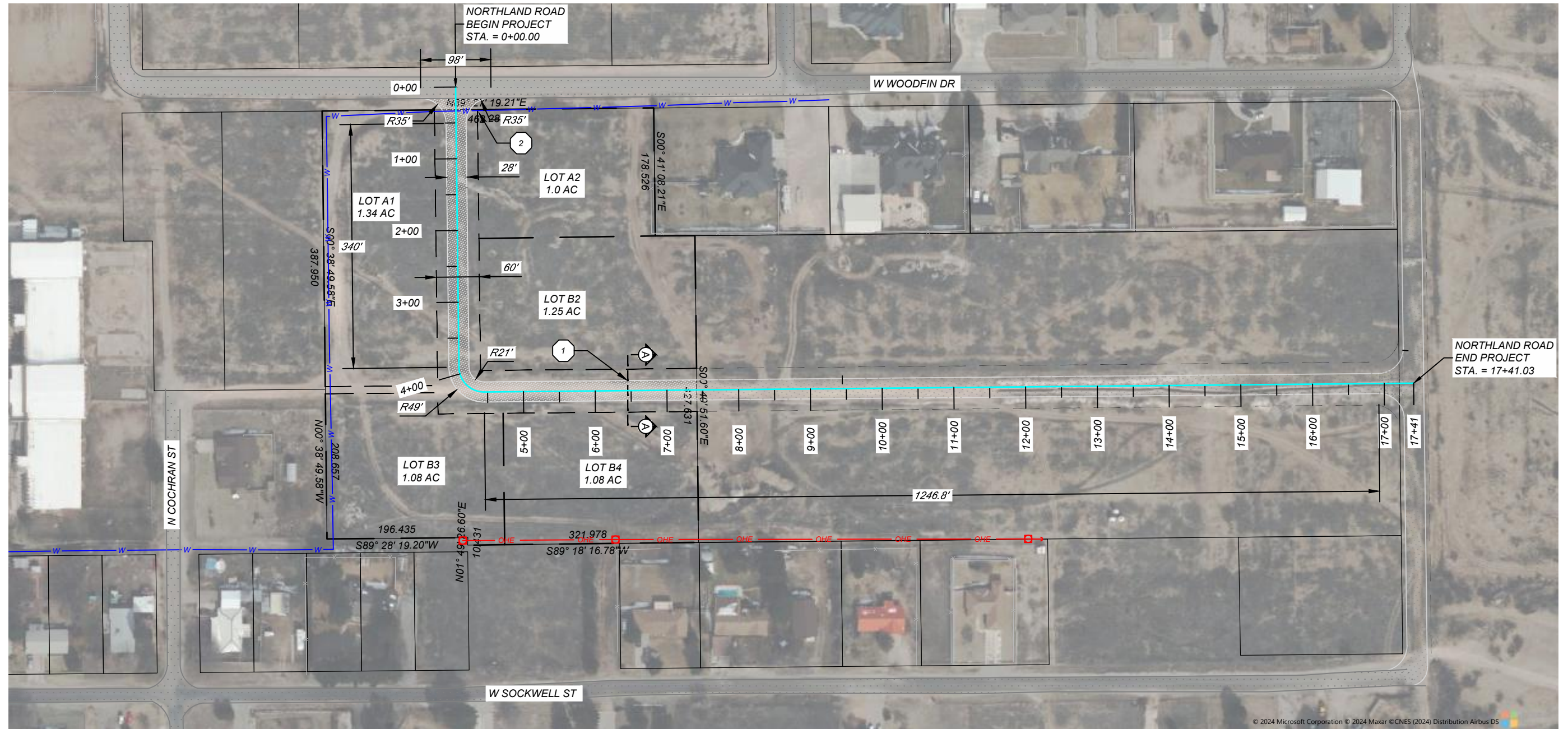
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**NORTHLAND ESTATES SUBDIVISION**  
 LEA COUNTY HOBBS, NM

EXISTING CONDITIONS	
HORIZONTAL SCALE:	VERTICAL SCALE:
PRINT DATE: 4/4/2024	DESIGNED BY: JN
PROJECT NO.:	CHECKED BY: CSC
SUBSET: CIVIL	APPROVED BY: CSC

SHEET:  
**C-110**



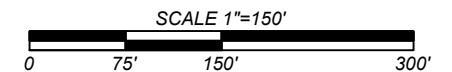


**LEGEND:**

- PROPOSED PROPERTY
- PROPOSED ROAD
- PROPOSED CONCRETE
- PROPOSED ROW
- PROPERTY BOUNDARY
- EXISTING ROAD
- EXISTING FENCE LINE
- EXISTING WATER LINE
- EXISTING OVERHEAD POWER LINE
- EXISTING POWER POLES

**KEY NOTES:**

- 1 NORTHLAND RD CROSS SECTION PER DETAIL ON SHEET C-160
- 2 PROPOSED STOP SIGN



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R-X	REVISIONS (OR CHANGE NOTICES)	DATE	BY

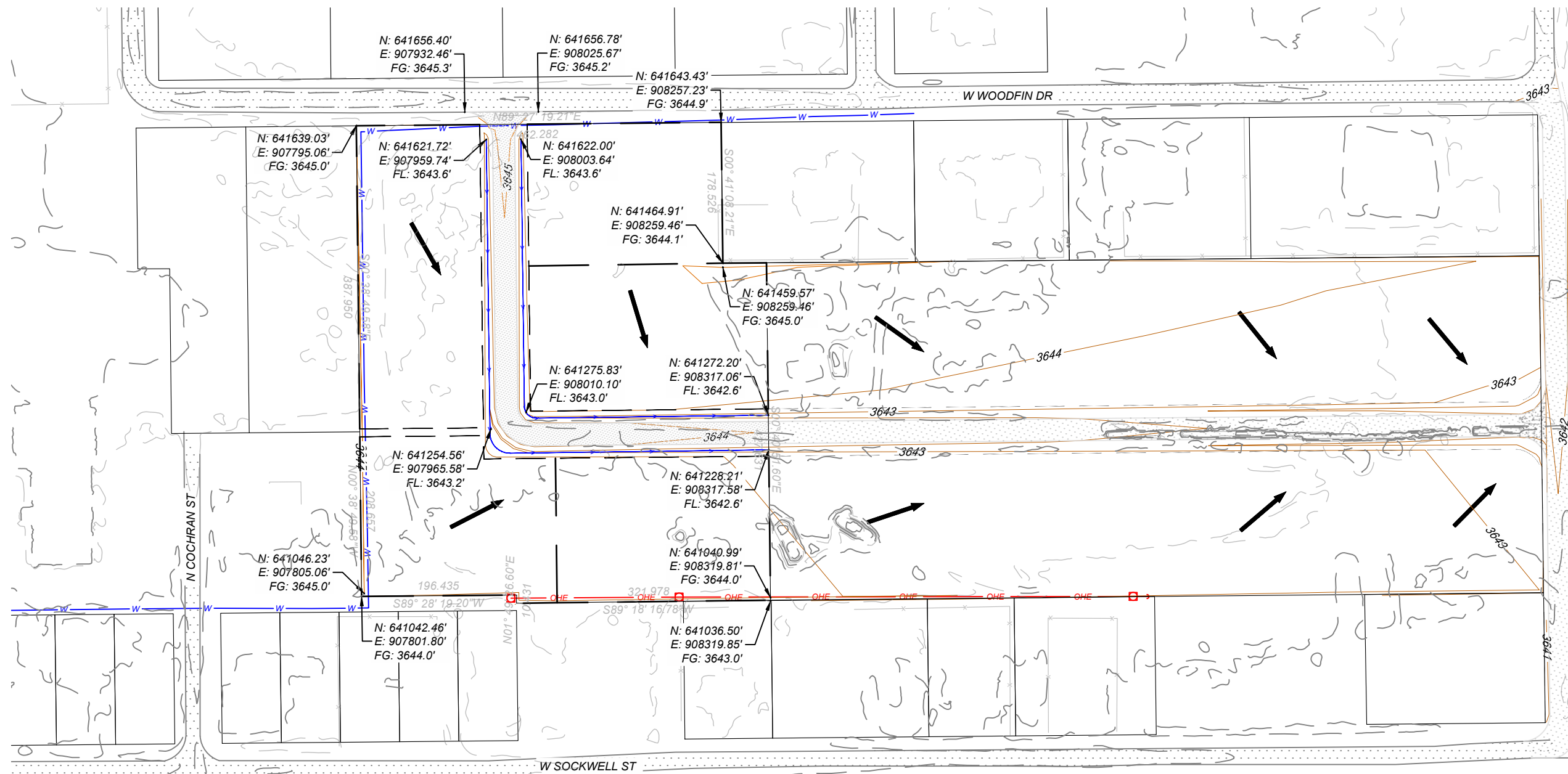
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**NORTHLAND ESTATES SUBDIVISION**  
 LEA COUNTY HOBBS, NM

PROPOSED SITE PLAN	
HORIZONTAL SCALE:	VERTICAL SCALE:
PRINT DATE: 4/4/2024	DESIGNED BY: JN
PROJECT NO.:	CHECKED BY: CSC
SUBSET: CIVIL	APPROVED BY: CSC

SHEET:  
**C-120**



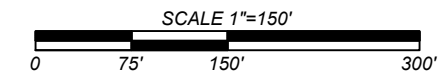


**LEGEND:**

- PROPOSED PROPERTY
- PROPOSED ROAD
- PROPOSED CONCRETE
- PROPOSED ROW
- PROPOSED GRADE CONTOUR (1FT INTERVAL)
- PROPERTY BOUNDARY
- EXISTING ROAD
- EXISTING FENCE LINE
- EXISTING WATER LINE
- EXISTING OVERHEAD POWER LINE
- EXISTING POWER POLES
- FLOW DIRECTION 
→
- FLOWLINE
- FINISHED GRADE
- FLOWLINE



*[Signature]*  
04/12/2024



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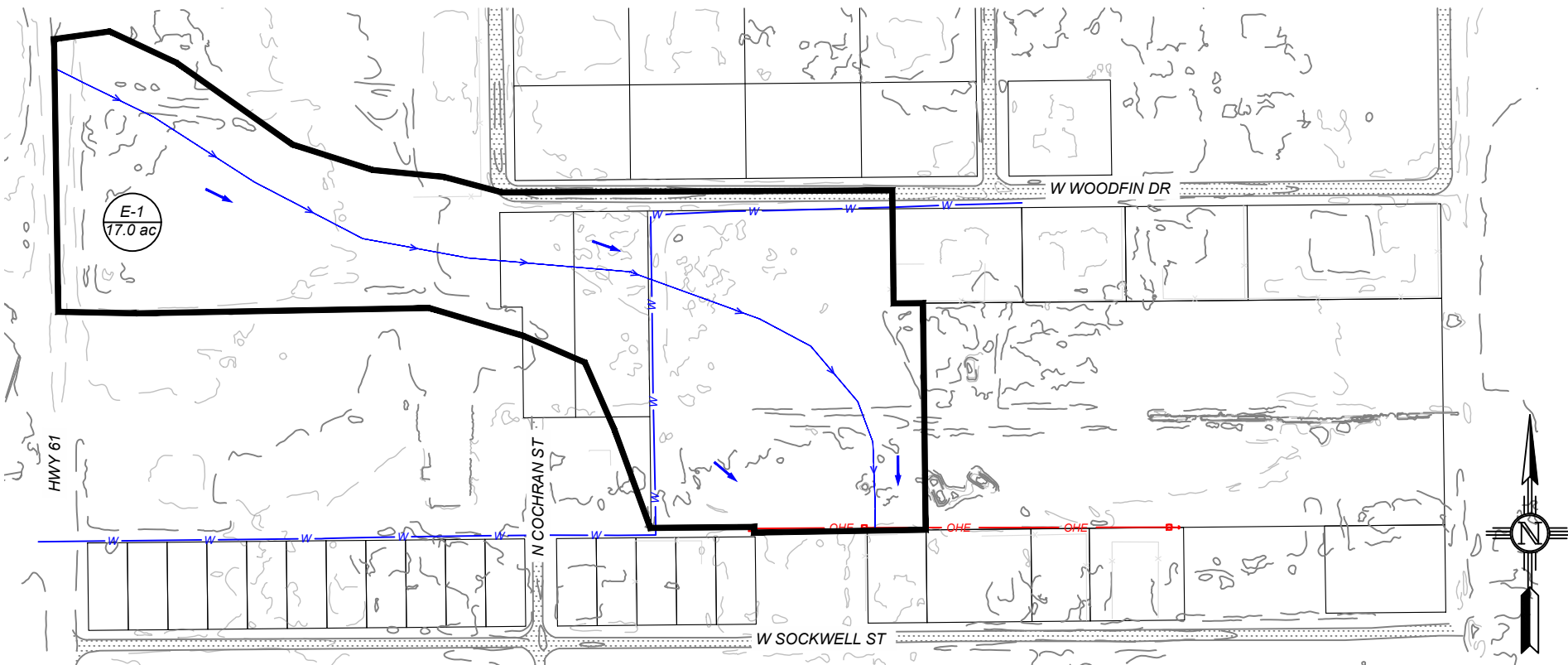
R-X	REVISIONS (OR CHANGE NOTICES)	DATE	BY

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HOBBS, NEW MEXICO  
(575) 740-0949

**NORTHLAND ESTATES SUBDIVISION**  
LEA COUNTY HOBBS, NM

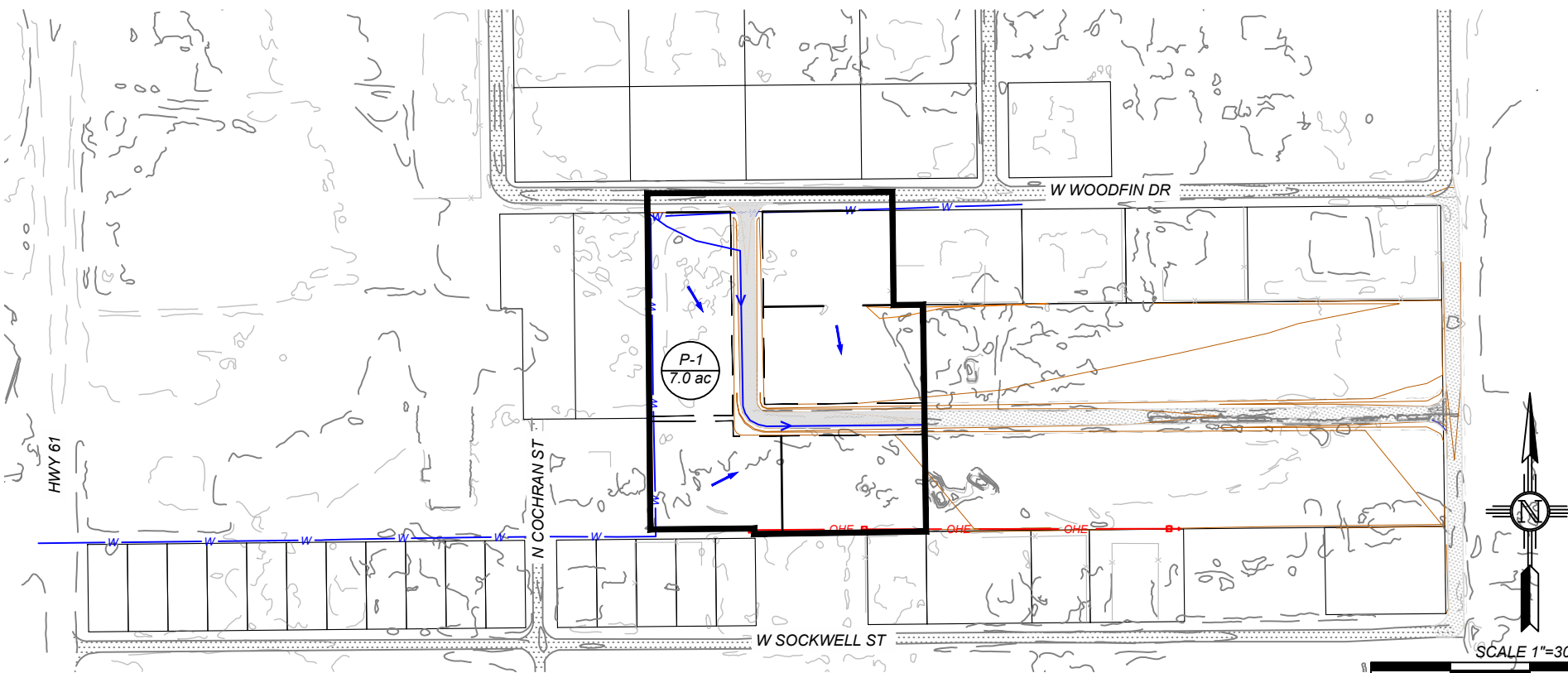
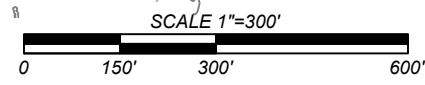
GRADING PLAN	
HORIZONTAL SCALE:	VERTICAL SCALE:
PRINT DATE: 4/4/2024	DESIGNED BY: JN
PROJECT NO.	CHECKED BY: CSC
SUBSET: CIVIL	APPROVED BY: CSC

SHEET:  
**C-130**



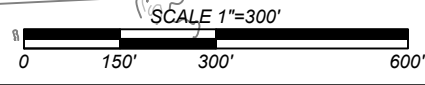
PREDEVELOPMENT FLOWS

Rational Method	E-1
Area (acres)	17.0
Time of concentration (min)	46
C5-yr=	0.48
Rainfall Intensity (in/hr) i5-YR=	1.4
Peak Discharge (cfs) Q5-yr=	11
C100-yr=	0.66
Rainfall Intensity (in/hr) i100-YR=	2.7
Peak Discharge (cfs) Q100-yr=	30



POSTDEVELOPMENT FLOWS

Rational Method	P-1
Area (acres)	7.0
Time of concentration (min)	14
C5-yr=	0.56
Rainfall Intensity (in/hr) i5-YR=	2.7
Peak Discharge (cfs) Q5-yr=	11
C100-yr=	0.71
Rainfall Intensity (in/hr) i100-YR=	5.1
Peak Discharge (cfs) Q100-yr=	25




 Magrym Consulting, Inc.  
 110 W. Louisiana Ave. Ste 314  
 Midland, TX 79701  
 (432) 999-2737  
 www.magrym.com  
 TX #F-19848 | ND #28610PE | OK #8561PE

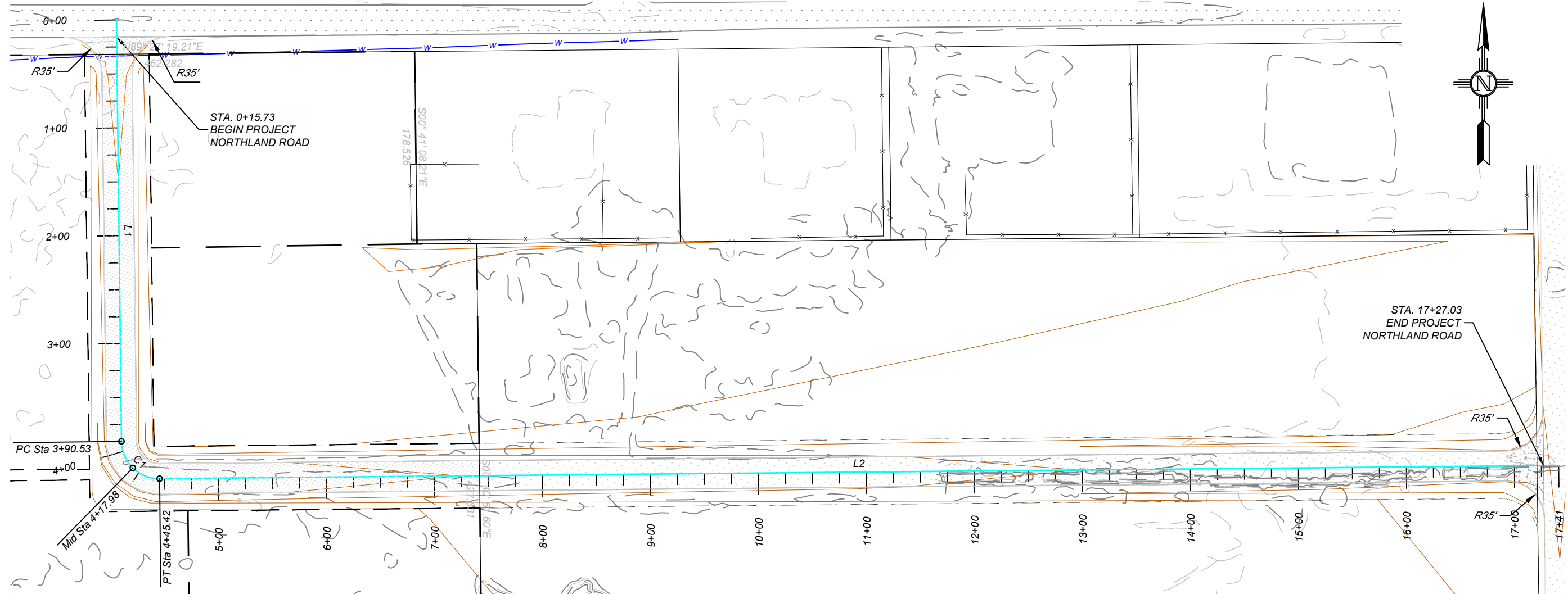
R-X	DATE	BY
REVISIONS (OR CHANGE NOTICES)		

**KEN BERRY CONSTRUCTION**  
 HOBBS, NEW MEXICO  
 (575) 740-0949

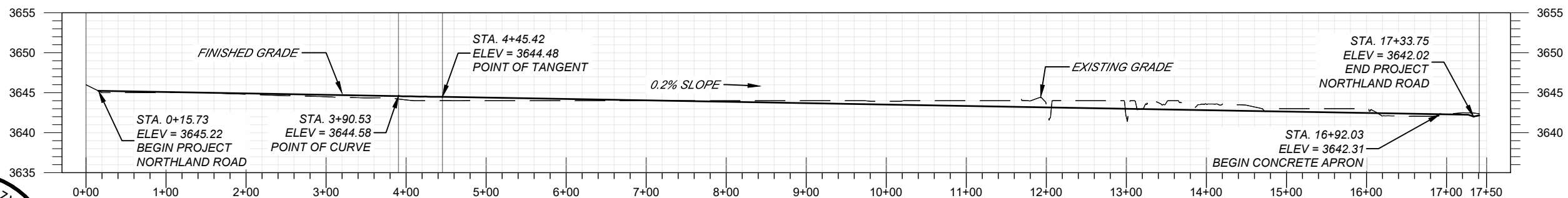
**NORTHLAND ESTATES SUBDIVISION**  
 LEA COUNTY HOBBS, NM

DRAINAGE PLAN	
HORIZONTAL SCALE:	VERTICAL SCALE:
PRINT DATE: 4/4/2024	DESIGNED BY: JN
PROJECT NO.	CHECKED BY: CSC
SUBSET: CIVIL	APPROVED BY: CSC

SHEET:  
**C-135**

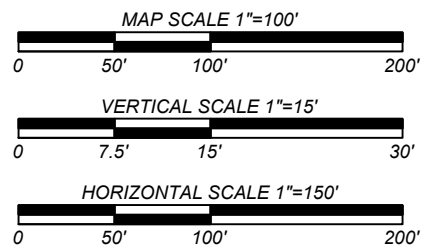


Northland Road Profile



Northland Road GEOMETRIC DATA TABLE

Number	PI Station	Delta	Radius	Tangent	Length	Deg. of Curve	Line/Chord Direction	Chord Bearing	Begin Northing	End Northing	Begin Easting	End Easting
C1	Sta: 4+25.45	089°51'19"	35.000	34.91	54.889'	0°00'00"	S45° 36' 47.73"E	N89° 18' 51.72"E	641281.99'	641247.41'	907985.80'	
L1					390.534'		S00° 41' 08.28"E		641672.49'	641281.99'	907981.12'	907985.80'
L2					1295.610'		N89° 27' 32.75"E		641247.41'	641259.64'	908021.13'	909316.68'



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 Midland, TX 79701  
 (432) 999-2737  
 www.magrym.com  
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R-X	DATE	BY
REVISIONS (OR CHANGE NOTICES)		

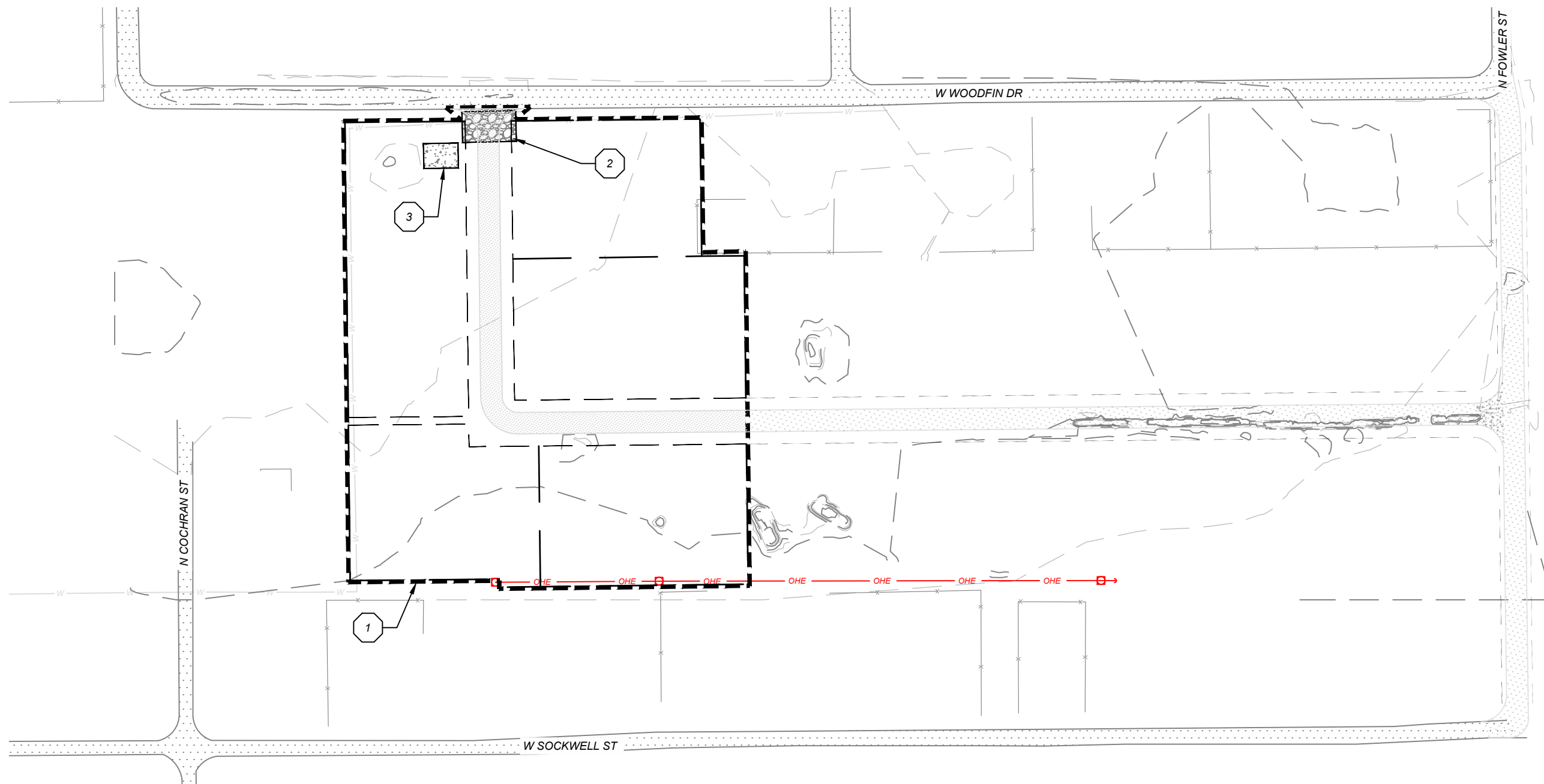
**KEN BERRY CONSTRUCTION**  
 HOBBS, NEW MEXICO  
 (575) 740-0949

**NORTHLAND ESTATES SUBDIVISION**  
 LEA COUNTY HOBBS, NM

**PLAN & PROFILE - NORTHLAND RD**  
 HORIZONTAL SCALE: VERTICAL SCALE:  
 PRINT DATE: 4/4/2024 DESIGNED BY: JN  
 PROJECT NO. CHECKED BY: CSC  
 SUBSET: CIVIL APPROVED BY: CSC

SHEET:  
**C-140**





**LEGEND:**

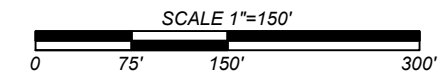
- PROPOSED PROPERTY
- PROPOSED ROAD
- PROPOSED CONCRETE
- PROPOSED ROW
- EXISTING ROAD
- EXISTING FENCE LINE
- EXISTING WATER LINE
- EXISTING OVERHEAD POWER LINE
- EXISTING GRADE CONTOUR (1FT INTERVAL)
- EXISTING POWER POLES

**KEY NOTES:**

- 1 PROPOSED SILT FENCE
- 2 CONSTRUCTION ENTRANCE
- 3 CONCRETE WASHOUT BAY



*[Signature]*  
04/12/2024



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110 W. Louisiana Ave. Ste 314  
Midland, TX 79701  
(432) 999-2737  
www.magrym.com  
TX #F-19848 | ND #28610PE | OK #8561PE

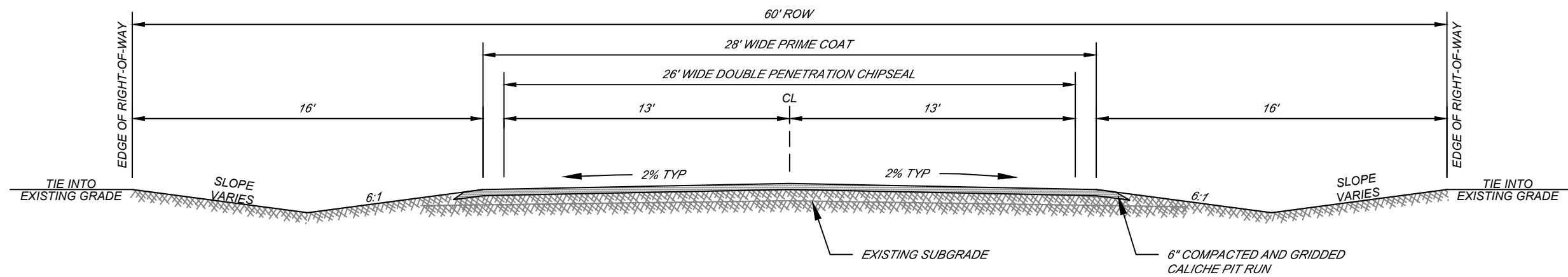
R-X	DATE	BY
REVISIONS (OR CHANGE NOTICES)		

**KEN BERRY CONSTRUCTION**  
HOBBS, NEW MEXICO  
(575) 740-0949

**NORTHLAND ESTATES SUBDIVISION**  
LEA COUNTY HOBBS, NM

EROSION CONTROL PLAN	
HORIZONTAL SCALE:	VERTICAL SCALE:
PRINT DATE: 4/4/2024	DESIGNED BY: JN
PROJECT NO.	CHECKED BY: CSC
SUBSET: CIVIL	APPROVED BY: CSC

SHEET:  
**C-150**



1 NORTHLAND RD STA. 0+15.7 - 16+92.0  
SECTION A-A (NOT TO SCALE)



*[Signature]*  
04/12/2024

**MAGRYM**  
Magrym Consulting, Inc.  
110 W. Louisiana Ave. Ste 314  
Midland, TX 79701  
(432) 999-2737  
www.magrym.com  
TX #F-19848 | ND #28610PE | OK #8561PE

R-X	REVISIONS (OR CHANGE NOTICES)	DATE	BY

**KEN BERRY CONSTRUCTION**  
HOBBS, NEW MEXICO  
(575) 740-0949

**NORTHLAND ESTATES SUBDIVISION**  
LEA COUNTY HOBBS, NM

DETAILS	
HORIZONTAL SCALE:	VERTICAL SCALE:
PRINT DATE: 4/4/2024	DESIGNED BY: JN
PROJECT NO.	CHECKED BY: CSC
SUBSET: CIVIL	APPROVED BY: CSC

SHEET:  
**C-160**

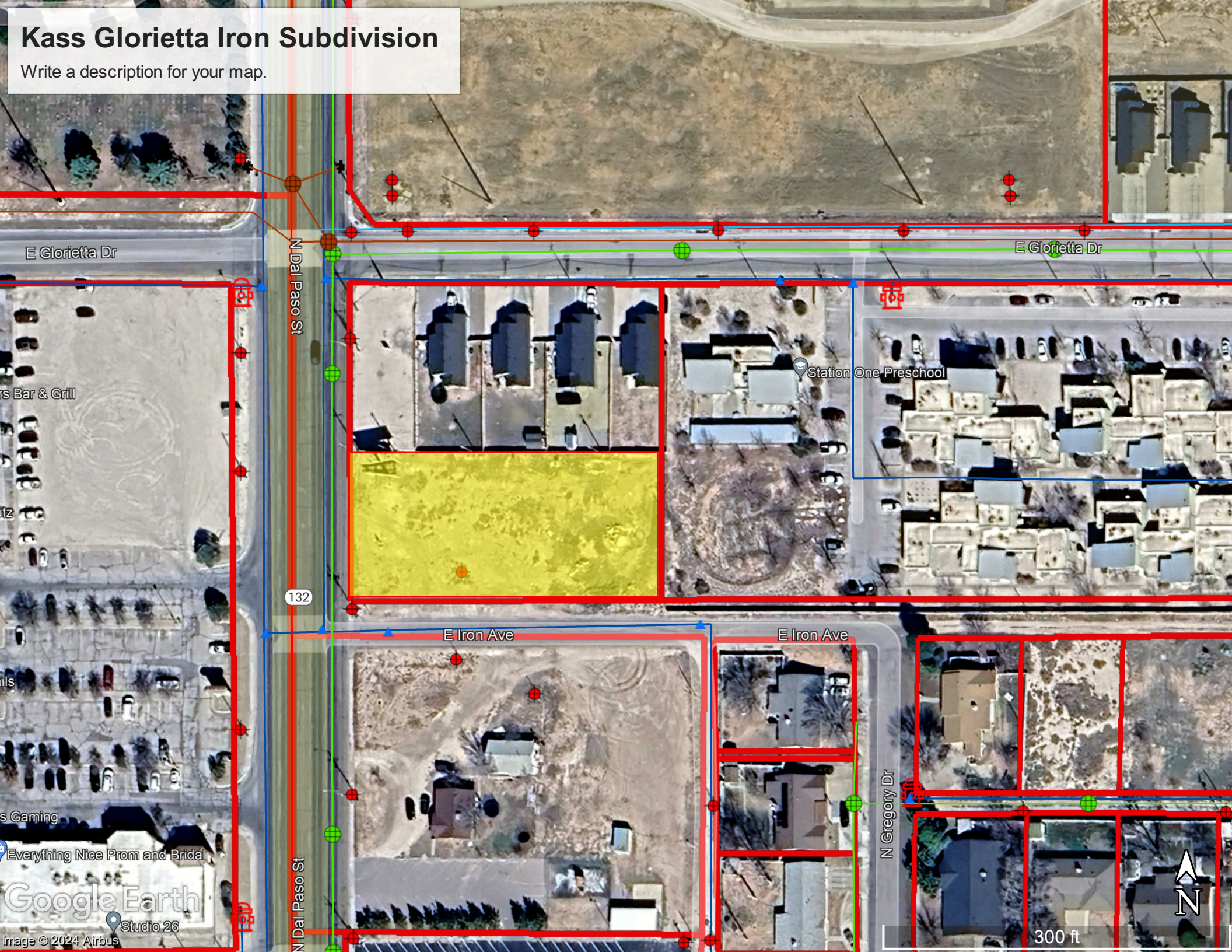


# Action Items: Kass-Glorietta-Iron Subdivision Development Agreement



# Kass Glorietta Iron Subdivision

Write a description for your map.



E Glorietta Dr

E Glorietta Dr

N Dal Paso St

132

E Iron Ave

E Iron Ave

Station One Preschool

N Gregory Dr

N Dal Paso St

Google Earth

Studio 26

Image © 2024 Airbus

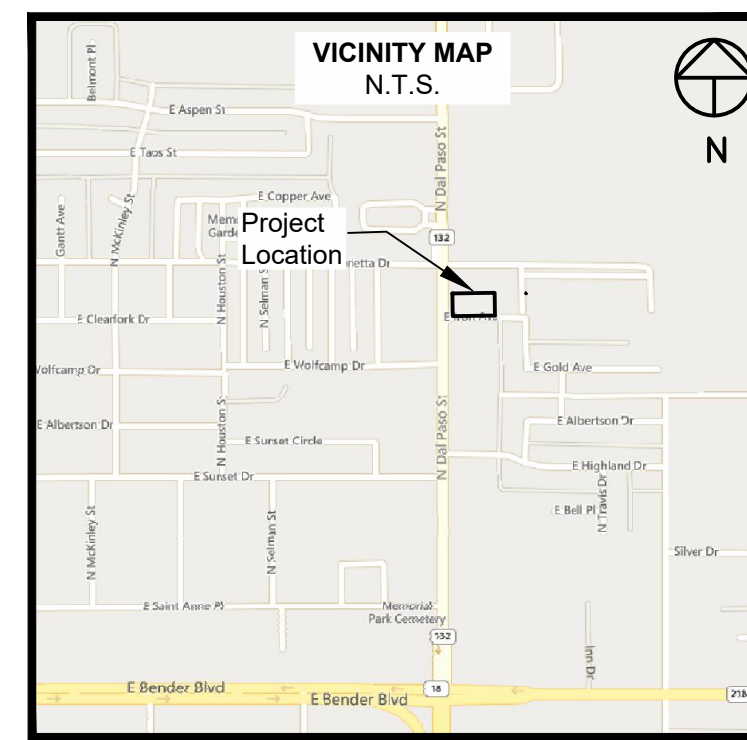
300 ft





# SUMMARY REPLAT - CITY OF HOBBS

REPLAT OF LOT 5, BLOCK 1, KASS GLORIETTA-IRON SUBDIVISION  
SECTION 23, TOWNSHIP 18 SOUTH, RANGE 38 EAST, N.M.P.M.,  
CITY OF HOBBS, LEA COUNTY, NEW MEXICO



Engineering | Surveying  
Materials Testing

7921 N. World Dr.  
Hobbs, NM 88242  
Squarerootservices.net  
575-231-7347

TYPE OF SURVEY:

**SUMMARY REPLAT**

OF  
PROJECT NAME:

REPLAT OF LOT 5  
KASS GLORIETTA-IRON SUBDIVISION

FOR  
CLIENT:  
Property Management Plus LLC

PROJECT NUMBER:

**24088**

PROJECT SURVEYOR:

Jeremy Baker, PS

DRAWN BY:

Kendall Goad

INDEXING INFORMATION  
FOR COUNTY CLERK

OWNER:  
PROPERTY MANAGEMENT PLUS LLC

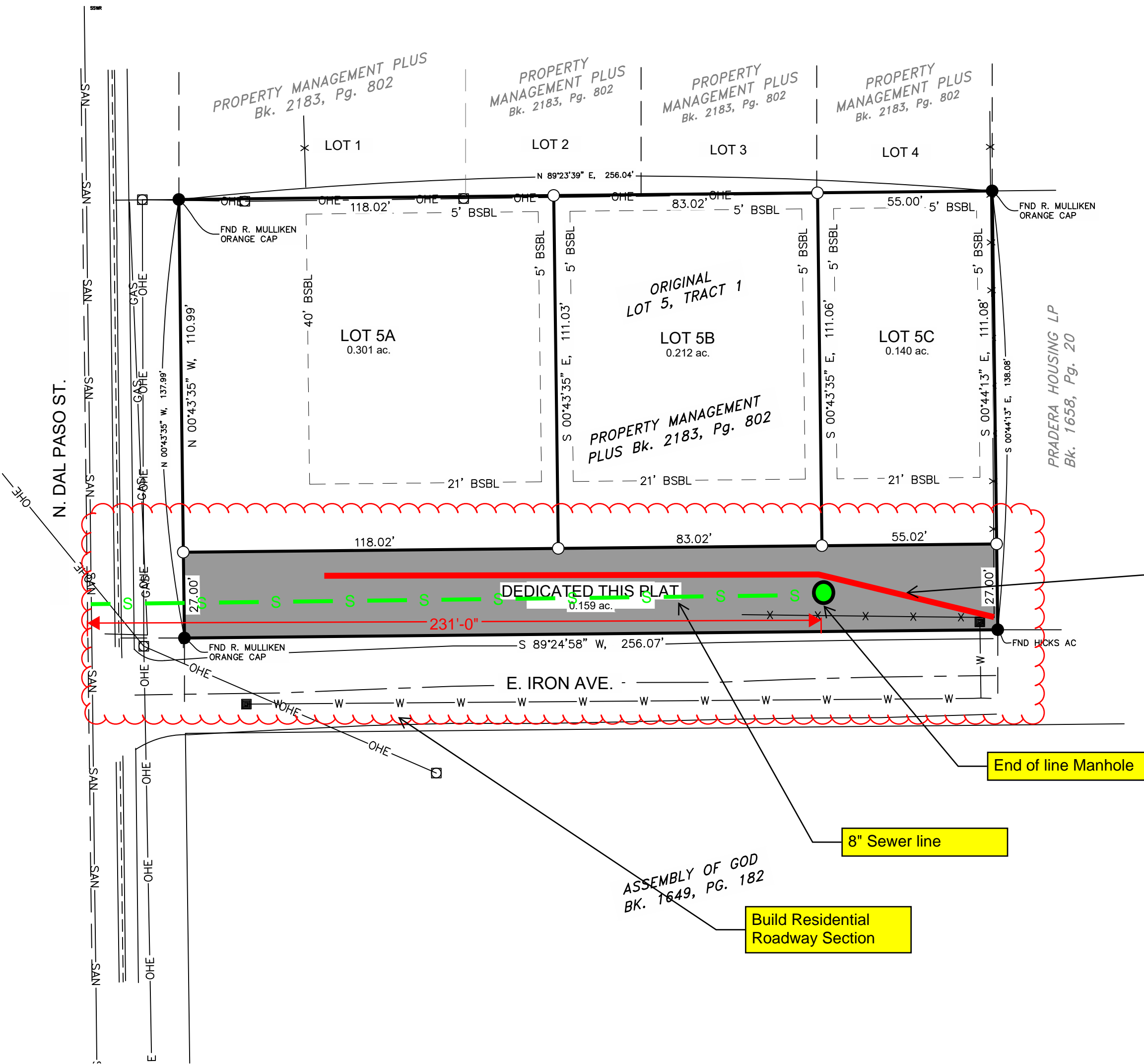
LOCATION:  
Hobbs, New Mexico  
SE/4 of Section 23,  
Township 18, Range 38  
N.M.P.M., Lea County New Mexico

State of New Mexico, County of Lea, I here by  
certify that this instrument was filed for record on:

## LEGEND

- FOUND MONUMENT AS NOTED
- SET 5/8 INCH REBAR W/B BLUE PLASTIC CAP MARKED "BAKER NM PS25773" UNLESS OTHERWISE NOTED
- ⊥ EXISTING STOP SIGN
- ⊕ EXISTING WATER VALVE
- GAS — EXISTING GAS LINE
- OHE — EXISTING OVERHEAD ELECTRIC
- BOUNDARY LINE
- W — EXISTING WATER LINE
- X — EXISTING FENCE LINE
- BSBL — BUILDING SETBACK LINE
- (X XX°XX'XX" X XX.XX") RECORD BEARING AND DISTANCE PER ASSESSOR'S PLAT
- X XX°XX'XX" X, XXX.XX" MEASURED BEARING AND DISTANCE

SHEET:  
1 of 1  
**SU - 101**



### PURPOSE OF SURVEY

TO REPLAT LOT 5, BLOCK 1 INTO THREE SEPERATE LOTS, NOW BEING KNOWN AS LOTS 5A,5B AND 5C.

### DEDICATION LEGAL DESCRIPTION

THE SOUTH 27.0 FEET OF LOT 5, BLOCK 1 OF THE KASS GLORIETTA-IRON SUBDIVISION.

### OWNERS STATEMENT AND AFFIDAVIT:

THE UNDERSIGNED, FIRST DULY SWORN ON OATH, STATE: AS THE OWNER(S) AND PROPRIETOR(S) WE HAVE OF OUR OWN FREE WILL AND CONSENT CAUSED THIS PLAT WITH ITS TRACTS TO BE PLATTED. THE PROPERTY DESCRIBED AND AS SHOWN ON THIS PLAT LIES WITHIN THE PLATTING JURISDICTION OF CITY OF HOBBS.

SUBSCRIBED, SWORN TO AND ACKNOWLEDGED BEFORE ME THIS:

\_\_\_\_, DAY OF \_\_\_\_\_, 2024.

BY  
NADEEM KASSIS - PROPERTY MANAGEMENT PLUS, LLC

We'll need to taper roadway to existing roadway width east of the proposed development

### MUNICIPAL APPROVAL

I, KEVIN ROBINSON, DEVELOPMENT DIRECTOR FOR THE CITY OF HOBBS, LEA COUNTY, NEW MEXICO, DO HEREBY CERTIFY THAT THE FOREGOING PLAT IN THE CITY OF HOBBS, LEA COUNTY, NEW MEXICO, WAS REVIEWED AND DEEMED COMPLIANT WITH THE MUNICIPAL SUMMARY PROCESS REGULATIONS ON THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2024.

TODD RANDALL, CITY ENGINEER

ATTEST:  
JAN FLETCHER, CITY CLERK

**ACKNOWLEDGMENT**  
STATE OF NEW MEXICO:  
COUNTY OF LEA:

THIS INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.  
BY TODD RANDALL AND JAN FLETCHER.

PUBLIC NOTARY

MY COMMISSION EXPIRES

### SURVEYOR'S CERTIFICATION

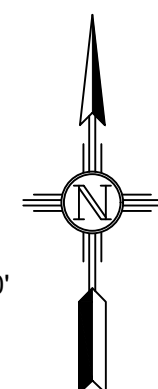
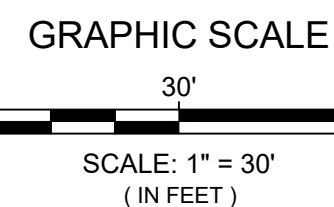
I, JEREMY BAKER, NEW MEXICO PROFESSIONAL SURVEYOR NO. 25773, DO HEREBY CERTIFY THAT THIS PLAT AND THE ACTUAL SURVEY ON THE GROUND UPON WHICH IT IS BASED WERE PERFORMED BY ME OR UNDER MY DIRECT SUPERVISION; THAT I AM RESPONSIBLE FOR THIS SURVEY; THAT THIS SURVEY MEETS THE MINIMUM STANDARDS FOR SURVEYING IN NEW MEXICO; AND THAT IT IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

JEREMY BAKER, N.M. P.S 25773

DATE

### BASIS OF BEARING

BEARINGS SHOWN HEREON ARE FROM GPS/GNSS OBSERVATIONS AND CONFORM TO THE NEW MEXICO STATE PLANE COORDINATE SYSTEM "NEW MEXICO EAST ZONE" NORTH AMERICAN DATUM OF 1983. TRUE NORTH CAN BE OBTAINED BY APPLYING A CONVERGENCE ANGLE OF 00°39'19.93" AT A FOUND 1/2" REBAR BEING THE NORTHEAST CORNER OF LOT 5, LOCATED AT N 632,370.48, E 912,521.59. DISTANCES SHOWN HEREON ARE IN GROUND AND WERE OBTAINED BY APPLYING A COMBINED GRID TO GROUND SCALE FACTOR OF 1.0001136300 AT THE PREVIOUSLY NOTED POINT.



Action Items: 1301 S Houston Street Fence Variance





THE CITY OF  
HOBBS, NEW MEXICO

200 East Broadway St.  
Phone (575) 397-9351

Hobbs, New Mexico 88240-8425  
Facsimile (575) 397-9227

FENCE PERMIT APPLICATION

May 13, 2024

Location (Address): 1301 S. Houston
Owner: Natalie Cantu (Astoria)
Contact Person: Natalie Cantu
Phone: (972) 730-2027

Date: February 2024
Permit Fee:

Contractor:	Contact:
Address:	Phone:

Fence Information	Site Information
<input checked="" type="checkbox"/> Privacy <input type="checkbox"/> Wood      Height _____	<input checked="" type="checkbox"/> Corner Lot (Street along front and side)
<input type="checkbox"/> Non-Privacy <input type="checkbox"/> Vinyl      Height _____	<input type="checkbox"/> Interior Lot      Side and back Alley
<input type="checkbox"/> Residential <input type="checkbox"/> Ornamental      Height _____	<input type="checkbox"/> Sidewalk
<input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Chain Link      Height _____	<input type="checkbox"/> Survey of fence line
<input type="checkbox"/> Commercial <input type="checkbox"/> Block      Height _____	
<input checked="" type="checkbox"/> Metal      Height 6ft+	

Submittal Requirements

The following must be submitted to the Planning Department for review of your application.

- Completed and signed application
- Completed site plan that shows the following:
  - Location of all property lines and dimensions of lot;
  - Location of all adjacent streets;
  - Location, dimensions and type of all sidewalks;
  - Location of all existing structures; .
  - Proposed fence locations (existing and proposed) and height.

I hereby certify that the information contained in this application and accompanying drawings or plats is correct and that I will conform to all applicable requirements of the city of Hobbs. Further, I understand if the fence is installed incorrectly I shall be required to remove and replace fencing or action may be taken.

Natalie A. Cantu  
Signature of Applicant

Approved as per plat        
Denied as per plat     

Approved By: \_\_\_\_\_  
Date

Please note: This permit is valued for a six month period following the approval date and the permit will terminate in \_\_\_\_\_.





# THE CITY OF HOBBS, NEW MEXICO

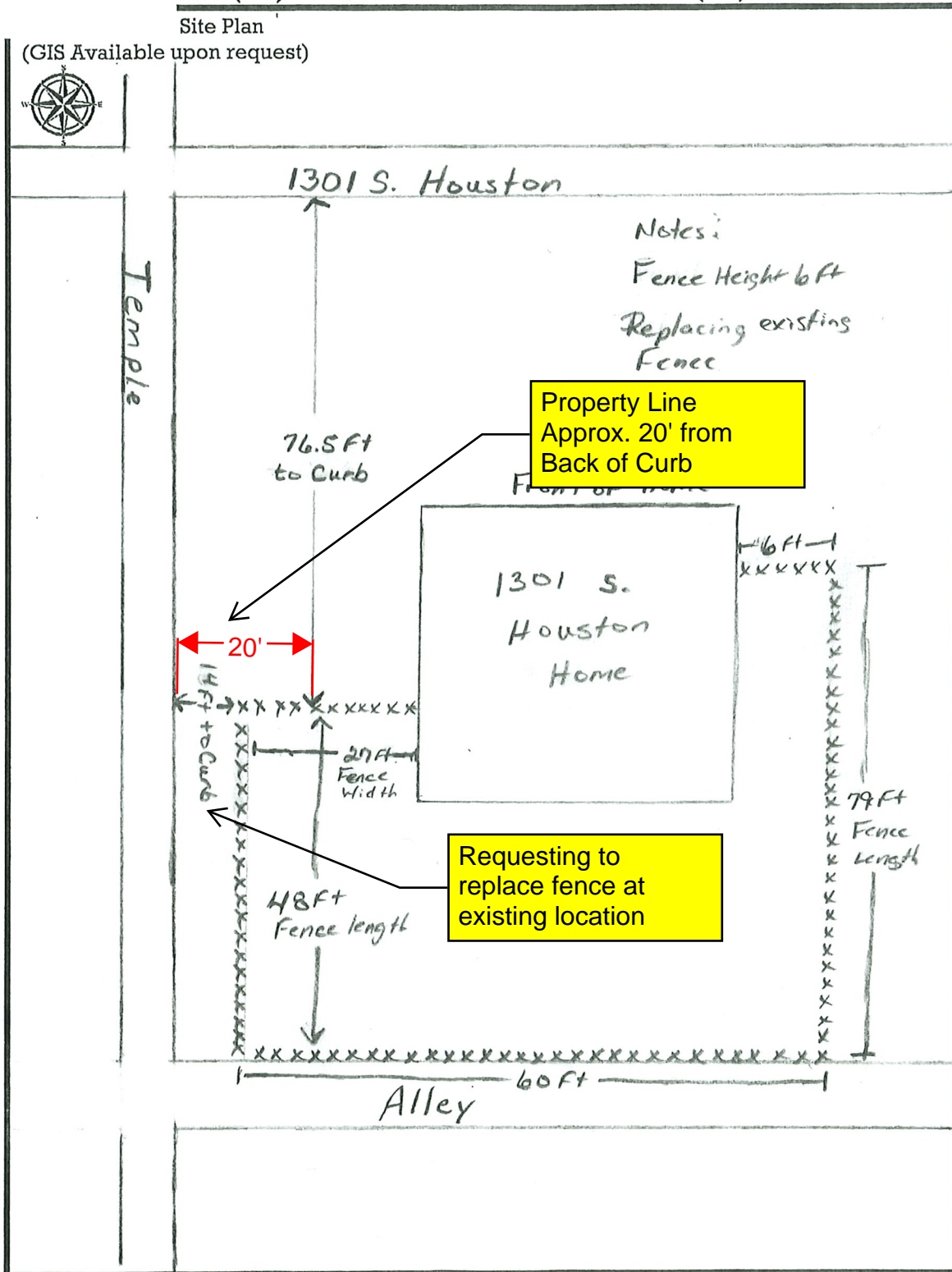
IT ALL HAPPENS HERE.

200 East Broadway St.  
Phone (575) 397-9351

Hobbs, New Mexico 88240-8425  
Facsimile (575) 397-9227

## Site Plan

(GIS Available upon request)





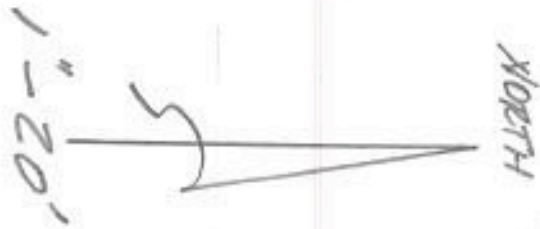
Current Fence Location



## **STAFF SUMMARY**

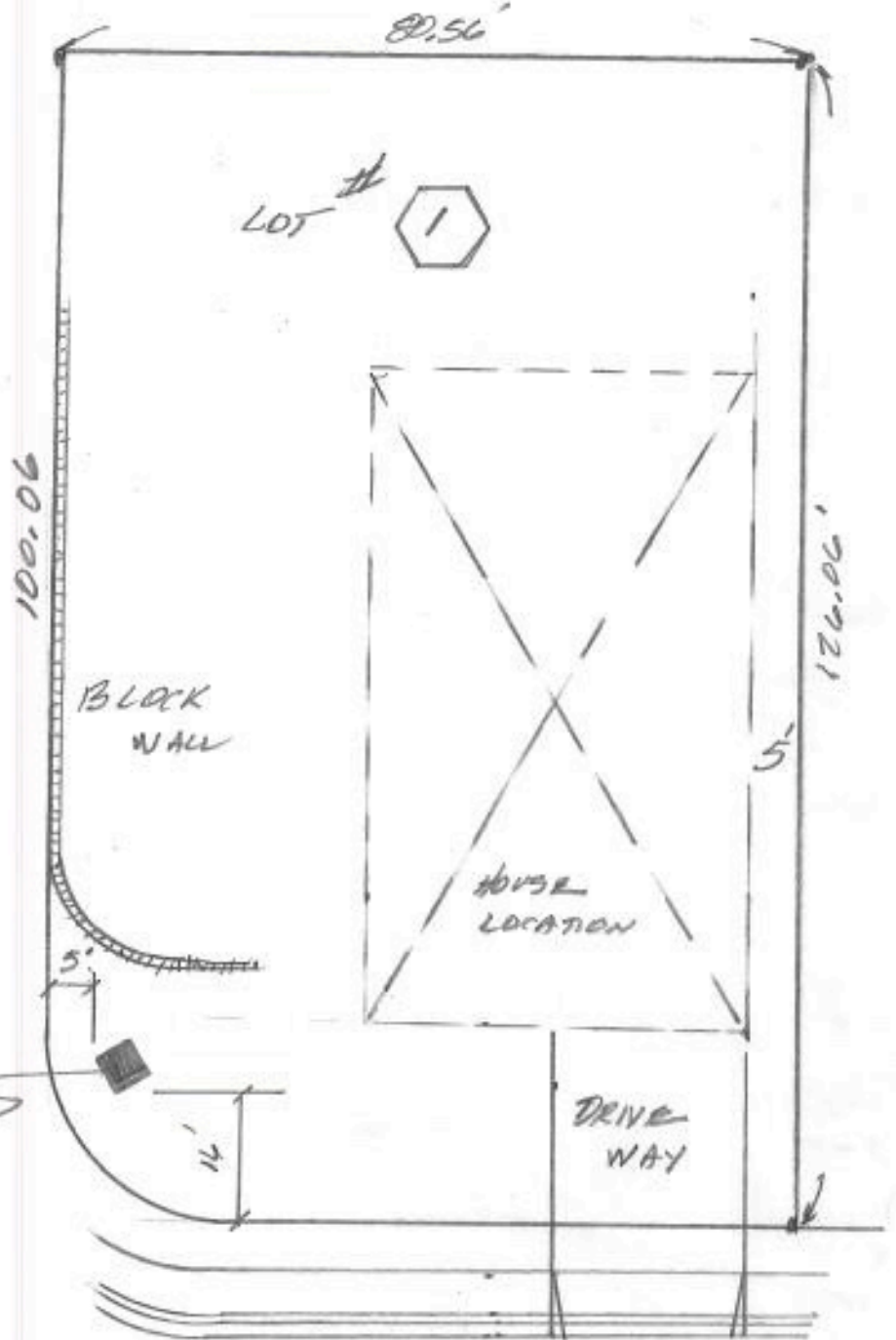
1. Side Yard Fence:
  - a. Can be at the property line
  - b. Can be opaque and up to 7 ft. (over 7ft requires stamped design)
2. Staff is not authorized to approve fences within the public right of way
3. Option:
  - a. Deny Variance
    - i. Staff Recommendation based on current standards
  - b. Approve Variance
    - i. If approved, staff recommends changing the standard
  - c. Property Owner Enters into a ROW Occupancy License (ROL)
    - i. Estimated Costs: \$64 / yr.
    - ii. This would allow the fence to be placed in the right of way within 10' of the back of curb.
    - iii. Currently, ROL's have been limited to pipelines, private forcemains, fiber for small cell sites
  - d. Property Owner purchases right of way
    - i. Estimated Costs:
      1. Plat = \$1,500
      2. ROW Purchase = 10' x 115' x \$2/sf = \$2,300
      3. Total Estimate = \$3,800
    - ii. Note: Requires Commission Action and determination that the right of way is excess and not needed.

**Action Items: College Square Subdivision Setback Variance**

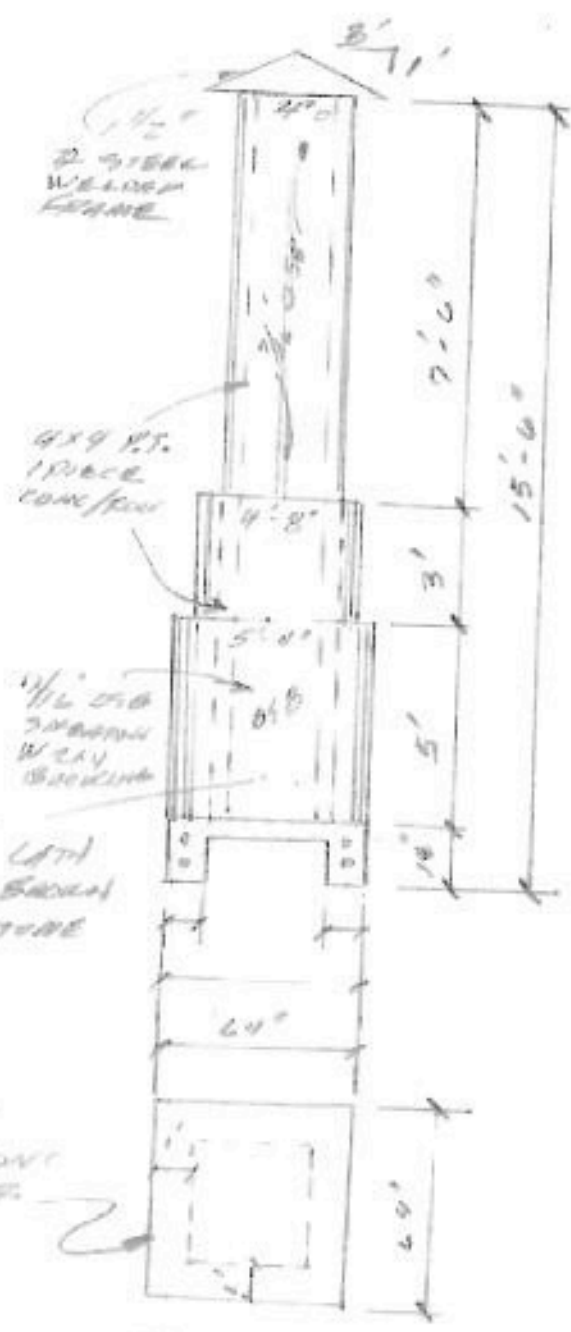
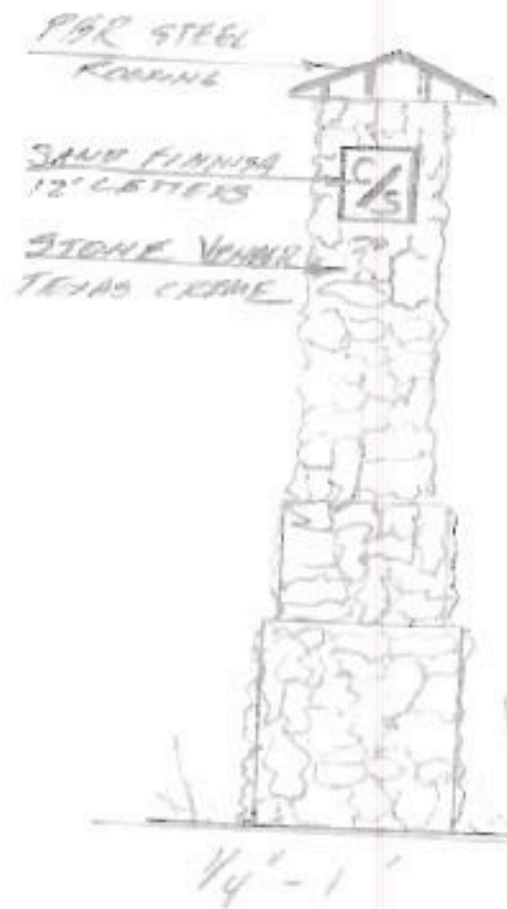


COLLEGE SUBN.

COLLEGE LANE



NORTH NATALIE DRIVE



MONUMENT SIGN  
PLAN ELEV/ROOF

JOHN LEWIS  
 209-479-6813

FOUNDATION  
 1/4' - 1'

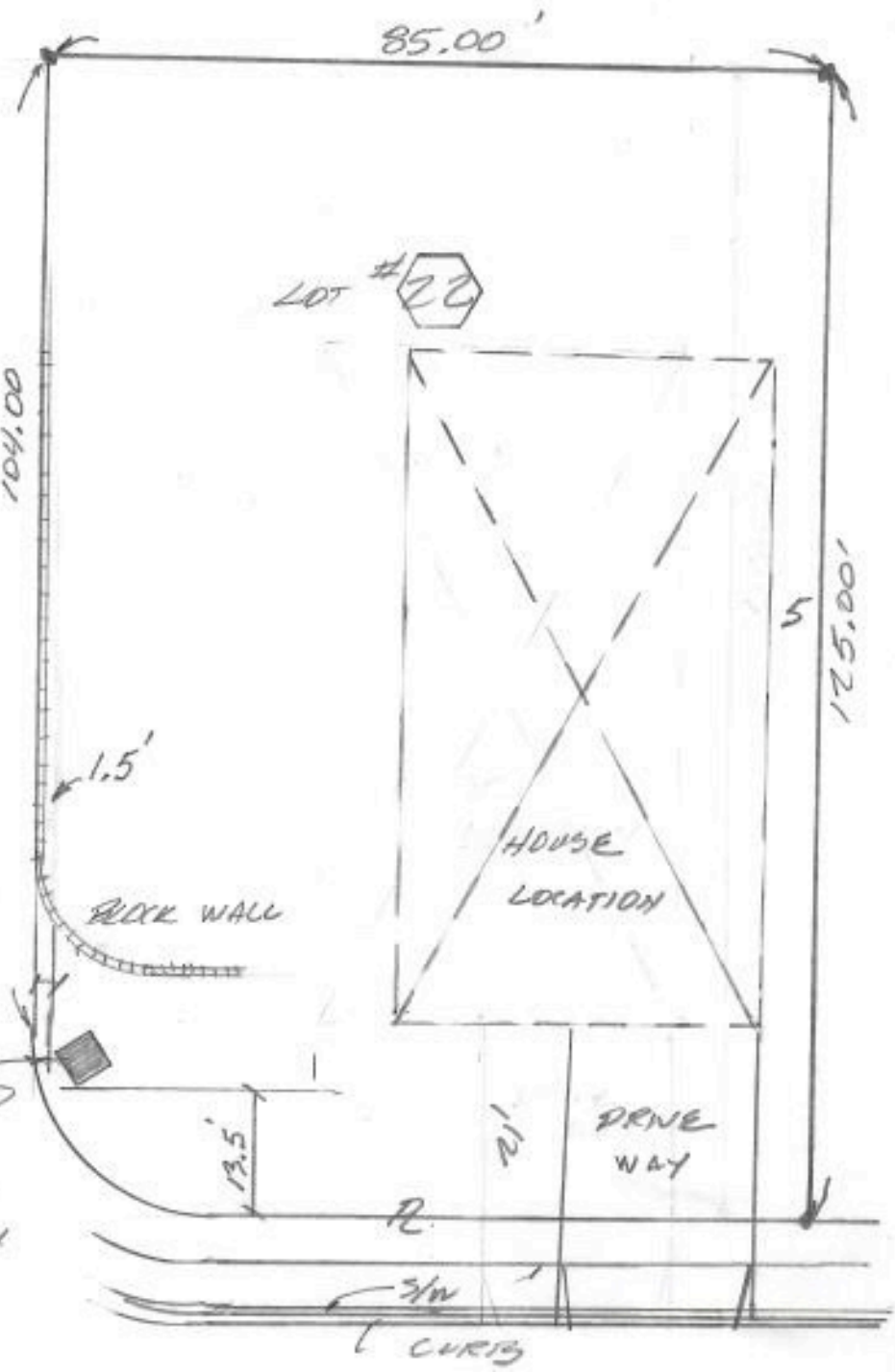
PAGE 2 of 2

1" = 20'



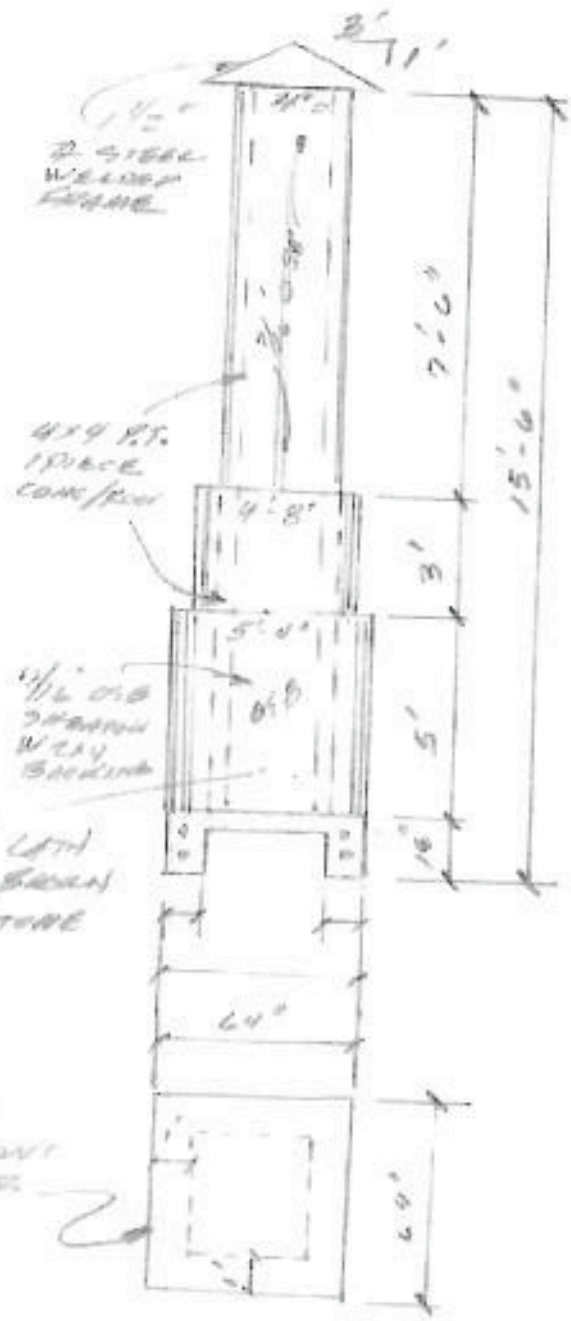
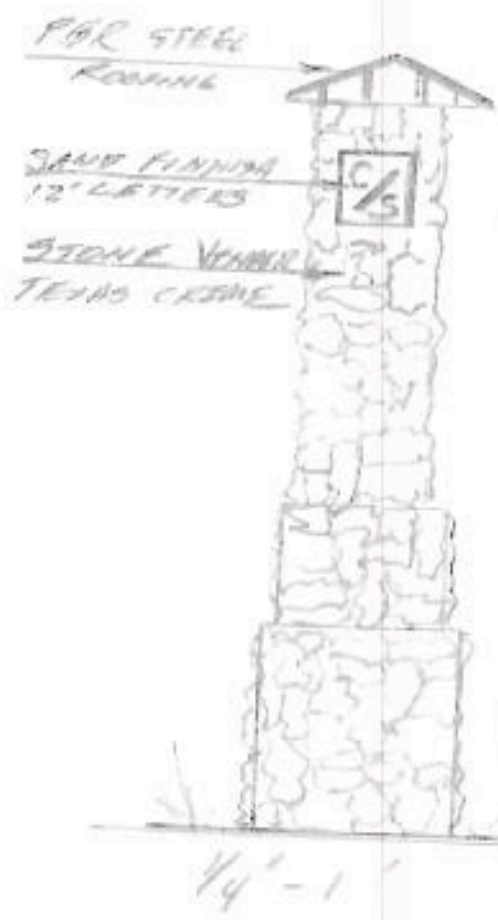
COLLEGE SUBN.

GRIMES ST.



WEST NATALIE DRIVE





MONUMENT SIGN  
PLAN ELEV/FRONT

JOHN LEIKE  
 209-479-6813

FOUNDATION  
 1/4'-1'

PAGE 2 of 2





05/17/2024





05/17/2024





05/17/2024





05/17/2024