

Commission Meeting Agenda



Mayor

Samuel D. Cobb

City Commission

Marshall R. Newman

Jonathan Sena

Patricia A. Taylor

Joseph D. Calderón

Garry A. Buie

Vacant

City Manager

J. J. Murphy

March 7, 2016



**Hobbs City Commission
Regular Meeting
City Hall, City Commission Chamber
200 E. Broadway, 1st Floor Annex, Hobbs, New Mexico**

Monday, March 7, 2016 - 6:00 p.m.

Sam D. Cobb, Mayor

Marshall R. Newman
Commissioner - District 1

Jonathan Sena
Commissioner - District 2

Patricia A. Taylor
Commissioner - District 3

Joseph D. Calderón
Commissioner - District 4

Garry A. Buie
Commissioner - District 5

Vacant
Commissioner - District 6

A G E N D A

*City Commission Meetings are
Broadcast Live on KHBX FM 99.3 Radio*

CALL TO ORDER AND ROLL CALL

INVOCATION AND PLEDGE OF ALLEGIANCE

ORGANIZATIONAL MEETING OF THE COMMISSION

- Selection of Mayor Pro-Tem per Section 5-1 of the Hobbs City Charter
(*Mayor Pro Tem Calderón*)

APPROVAL OF MINUTES

1. Minutes of the February 16, 2016, Regular Commission Meeting

PROCLAMATIONS AND AWARDS OF MERIT

2. Proclamation Proclaiming March 14, 2016, as "*Pi Day*"

PUBLIC COMMENTS (*For non-agenda items.*)

CONSENT AGENDA *(The consent agenda is approved by a single motion. Any member of the Commission may request an item to be transferred to the regular agenda from the consent agenda without discussion or vote.)*

3. Resolution No. 6409 - Authorizing a Grant Application to the New Mexico Local Government Division for the Law Enforcement Protection Fund (LEPF) for FY 16-17 in the Amount of \$87,000 *(Police Chief Chris McCall)*
4. Resolution No. 6410 - Relating to the Disposition of Obsolete, Worn-Out, and Unusable Personal Property, Specifically 72 Sig Sauer Handguns, Used by the Hobbs Police Department and Authorizing Deletion from the Public Inventory *(Police Chief Chris McCall)*
5. Resolution No. 6411 - Authorizing the Approval of a Grant Application with the Department of Homeland Security and the Federal Emergency Management Agency for the Staffing for Adequate Fire and Emergency Response Grant (SAFER) for the Hobbs Fire Department *(Fire Chief Eric Enriquez)*
6. Consideration of Approval of a Professional Services Agreement with the Friends of the Hobbs Public Library, Inc., for FY 16-17 *(Sandy Farrell)*
7. Resolution No. 6412 - Approving the Preliminary and Final Plan for Saucedo Subdivision, as Recommended by the Planning Board, Located Southwest of the Intersection of Illinois Street and Jennifer St. Within the Extra-Territorial Platting Jurisdiction of the City of Hobbs *(Kevin Robinson)*
8. Resolution No. 6413 - Supporting the Submission of an Application to the New Mexico Department of Transportation for a COOP Grant for Traffic Signal Improvements at Various Signalized Intersections in Hobbs *(Todd Randall)*
9. Resolution No. 6414 - Supporting the Submission of an Application to the New Mexico Department of Transportation Municipal Arterial Program (MAP) for Traffic Signal and Intersection Improvements at Joe Harvey and Central *(Todd Randall)*
10. Resolution No. 6415 - Authorizing an Application to the U. S. Department of Housing and Urban Development Community Development Block Grant Program (CDBG) for 2016 Hobbs Infrastructure Improvements Project *(Todd Randall)*

DISCUSSION

ACTION ITEMS (Ordinances, Resolutions, Public Hearings)

11. Resolution No. 6416 - Authorizing a Grant Agreement with the J. F Maddox Foundation for City Park Improvements (*J. J. Murphy*)
12. Consideration of Approval of a Task Order to Wilson & Company for the Design of the City Park Improvements (*Doug McDaniel*)
13. Consideration of Bid No. 1542-16 to Furnish a New Asphalt Recycler and Recommendation to Accept Bid from KM International in the Amount of \$71,120.00 (*Ronny Choate*)
14. Resolution No. 6417 - Approving a Letter of Understanding Between the City of Hobbs and the Hobbs Municipal Schools Concerning the Municipal Acquisition of Certain School Property Located North of Highland Middle School and Coronado Elementary School (*Kevin Robinson*)
15. PUBLICATION: Proposed Ordinance Repealing Chapter 2.44 of the Hobbs Municipal Code Relating to the Hobbs Industrial Air Park Board (*Kevin Robinson*)
16. Consideration of Approval of a Change Order to Entrench, Inc., for Utility Extension of Goings Drive (Water Well Contract) (*Todd Randall*)
17. Consideration of Approval of a Work Order to Ramirez & Son's, Inc., for Bensing and Smith Reconstruction (Effluent Project) (*Todd Randall*)
18. Resolution No. 6418 - Changing Hours/Dates for Various Parks and Recreation Summer Programs; Fee Changes for Summer Programs and Activities; Changes in Rental Fees for Park Pavilion and After-Hours Room Rental at Senior Center (*Doug McDaniel*)

COMMENTS BY CITY COMMISSIONERS, CITY MANAGER

19. Next Meeting Date:
 - ▶ Regular Meeting - **Monday, March 21, 2016**, at 6:00 p.m.

ADJOURNMENT

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the above meeting, please contact the City Clerk's Office at (575) 397-9207 at least 72 hours prior to the meeting or as soon as possible.



CITY OF HOBBS

COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 7, 2016

SUBJECT: City Commission Meeting Minutes

DEPT. OF ORIGIN: City Clerk's Office
DATE SUBMITTED: February 23, 2016
SUBMITTED BY: Jan Fletcher, City Clerk

Summary:

The following minutes are submitted for approval:

- ▶ Regular Meeting of February 16, 2016

Fiscal Impact:

Reviewed By: _____
Finance Department

N/A

Attachments:

Minutes as referenced under "Summary".

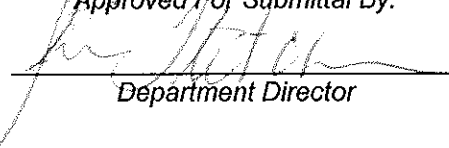
Legal Review:

Approved As To Form: _____
City Attorney

Recommendation:

Motion to approve the minutes as presented.

Approved For Submittal By:



Department Director

City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

Resolution No. _____
Ordinance No. _____
Approved _____
Other _____

Continued To: _____
Referred To: _____
Denied _____
File No. _____

Minutes of the regular meeting of the Hobbs City Commission held on Tuesday, February 16, 2016, in the City Commission Chamber, 200 East Broadway, 1st Floor Annex, Hobbs, New Mexico.

Call to Order and Roll Call

Mayor Cobb called the meeting to order at 6:00 p.m. and welcomed everyone in attendance to the meeting. The City Clerk called the roll and the following answered present:

Mayor Sam D. Cobb
Commissioner Marshall R. Newman
Commissioner Jonathan Sena
Commissioner Patricia A. Taylor
Commissioner Joseph D. Calderón
Commissioner Garry A. Buie
Commissioner John W. Boyd

Also present:

J. J. Murphy, City Manager
Mike Stone, City Attorney
Efren Cortez, Assistant City Attorney
Chris McCall, Police Chief
Eric Enriquez, Fire Chief
Barry Young, Deputy Fire Chief
Shawn Williams, Fire Marshal
Raymond Bonilla, Community Services Director
Ron Roberts, Information Technology Director
Nicholas Goulet, Human Resources Director
Toby Spears, Finance Director
Deborah Corral, Assistant Finance Director
Tanya Sanchez, Accounting Operations Supervisor
Todd Randall, City Engineer
Tim Woomer, Utilities Director
Linda Howell, Golf Course General Manager
Camren Bergman, Assistant Golf Professional
Michal Hughes, Parks and Recreation Superintendent
Matt Hughes, Golf Superintendent
Britt Lusk, Teen Center Supervisor
Meghan Mooney, Director of Communications
Robert Hamilton, Reference Librarian
Ann Betzen, Executive Assistant/Risk Manager
Mollie Maldonado, Deputy City Clerk
Jan Fletcher, City Clerk
34 citizens

Invocation and Pledge of Allegiance

Commissioner Sena delivered the invocation and Commissioner Boyd led the Pledge of Allegiance.

Mayor Cobb requested that the order of the agenda be revised so that Agenda Item #8, Consideration of Approval to Allow the Existing Governmental Liquor License No. 90005 at Rockwind Community Golf Links, Currently Leased to Mr. Joe Yue d/b/a Rockwind Grill, LLC, to be Fully Used for the Sale of Alcoholic Beverages as Authorized by State Law, be moved to the first item on Action Items.

Commissioner Boyd announced his resignation as City Commissioner for District 6 effective immediately. He stated the City of Hobbs has the best staff and elected officials, and he will miss everyone at the City. Commissioner Boyd stated it has been a great experience to represent District 6 for the past 14 years. After a standing ovation and many hugs of appreciation, Commissioner Boyd left the meeting at 6:10 p.m.

Mr. J. J. Murphy, City Manager, thanked Mrs. Tere Boyd, wife of Commissioner Boyd, and his son, John Thomas Boyd, for allowing Commissioner Boyd the time away to serve on the City Commission.

Mayor Cobb stated Commissioner Boyd and his family will be formally recognized at an upcoming Commission meeting in appreciation for his service to the Hobbs City Commission.

Commissioner Newman thanked Commissioner Boyd and stated he has been a big help to him throughout his years as a Commissioner.

Commissioner Calderón stated he will need to leave the meeting early in order to attend the Hobbs Municipal School Board meeting also scheduled tonight at 6:30 p.m.

Approval of Minutes

Commissioner Newman moved that the minutes of the regular meeting held on February 1, 2016, be approved as presented. Commissioner Calderón seconded the motion and the vote was recorded as follows: Newman yes, Sena yes, Taylor yes, Calderón yes, Buie yes, Cobb yes. The motion carried.

Mayor Cobb stated the City Commission convened in closed executive session on Tuesday, February 16, 2016, at 5:30 p.m., for discussion of the purchase, acquisition or disposal of real property. No action was taken during the meeting.

Proclamations and Awards of Merit

Presentation and Award by USSSA Naming Ziaplex as the "Regional Complex of the Year". Ms. Julie Rodriguez announced that USSSA has awarded the Ziaplex as the Regional Complex of the Year. She stated this region consists of six states, and she presented the award to Mayor Cobb. She introduced Mr. Jay Funderburk, who is the President of the local USSSA league.

Mayor Cobb invited Ms. Rodriguez and Mr. Funderburk to attend the visioning meeting with community partners and members of the hotel industry scheduled on Thursday, February 18, 2016, at 9:00 a.m. in the Meeting Rooms on the 3rd Floor at the City Hall Annex Building, 200 E. Broadway. He stated it is an honor to receive the award, on behalf of the City, for the "Regional Complex of the Year".

Public Comments

There were no public comments.

CONSENT AGENDA

Mayor Cobb explained the Consent Agenda and the process for removing an item from the Consent Agenda and placing it under Action Items.

Commissioner Calderón moved for approval of the following Consent Agenda Item(s):

Resolution No. 6405 - Authorizing the Transfer of Ownership of Hobbs Police Department K-9 Police Dog Named "Parker" to Detective Eli Gomez.

Commissioner Taylor seconded the motion and the vote was recorded as follows: Newman yes, Sena yes, Taylor yes, Calderón yes, Buie yes, Cobb yes. The motion carried. Copies of the resolution and supporting documentation are attached and made a part of these minutes.

Discussion

Rockwind Community Links - Selected as One of the "Top Five New Golf Course Developments of the Year" in the World by Golf, Inc!. Mr. Doug McDaniel, Parks and Recreation Director, stated that Rockwind Community Links Golf Course was selected as one of the "Top Five New Golf Course Developments of the Year" in the World by Golf, Inc!. He reviewed the numerous magazines that have displayed the golf course. Mr. McDaniel thanked Ms. Linda Howell, Golf Course General Manager, and Mr. Camren Bergman, Assistant Golf Professional, for their vision for the golf course.

Ms. Howell stated Rockwind Community Links Golf Course has been put on the map by being selected as one of the "Top Five New Golf Course Developments of the Year", and she is very proud to be a part of it. She thanked Mr. Matt Hughes for doing an excellent job as the Golf Course Superintendent.

Action Items

Consideration of Approval to Allow the Existing Governmental Liquor License No. 90005 at Rockwind Community Golf Links, Currently Leased to Mr. Joe Yue d/b/a Rockwind Grill, LLC, to be Fully Used for the Sale of Alcoholic Beverages as Authorized by State Law. Mr. Mike Stone, City Attorney, stated the City of Hobbs is the holder of a Governmental Liquor License #90005 at Rockwind Community Golf Links. He stated Mr. Joe Yue is the City's Lessee, operating Rockwind Grill, LLC, and acts as the City's resident agent for the governmental liquor license. Mr. Stone stated when the City obtained the governmental license, the license only permitted the sale of beer and wine. Last year, the New Mexico Legislature amended the scope of a governmental liquor license to allow the sale of all alcohol, not just beer and wine. Mr. Stone stated Mr. Yue has requested that Rockwind Grill, LLC, be allowed to provide sales of all alcohol at the facility pursuant to the change in the scope of the governmental liquor license law. He stated no additional approval from the State of New Mexico is required.

In response to Mayor Cobb's inquiry, Mr. Stone stated there have not been any complaints or violations against Mr. Yue regarding Rockwind Grill, LLC.

Ms. Howell stated revenues for Rockwind Grill will increase if the Commission approves the sale of all alcohol under the existing governmental license which will allow customers to select any type of beverage they choose.

Commissioner Sena stated he appreciates all comments made by City staff, and while he supports the golf course, he will vote against the measure to allow for full

alcohol sales at Rockwind Grill, LLC. He stated he did not vote in favor of serving beer and wine at the golf course. Commissioner Sena stated, in the past, citizens were not allowed to drink on City property.

There being no further discussion, Commissioner Calderón moved to approve allowing the existing Governmental Liquor License No. 90005 at Rockwind Community Golf Links, currently leased to Mr. Joe Yue d/b/a Rockwind Grill, LLC, to be fully used for the sale of alcoholic beverages as authorized by State Law, as presented. Commissioner Buie seconded the motion and the vote was recorded as follows: Newman yes, Sena no, Taylor yes, Calderón yes, Buie yes, Cobb yes. The motion carried. Copies of the supporting documents are attached and made a part of these minutes.

Commissioner Calderón left the meeting to attend the Hobbs Municipal School Board.

Resolution No. 6406 - Adopting a Budgetary Adjustment for FY 15-16. Mr. Toby Spears, Finance Director, stated this is the second budgetary adjustment for FY 15-16 ending December 31, 2015. He stated \$9 million has been decreased from the anticipated revenues due to the reduction of gross receipts tax being received by the City. Mr. Spears stated capital projects were reduced in order to sustain the 30% reserves. He stated the total cash balance is \$46 million. Mr. Spears stated there are several adjustments to individual line items within the multiple funds both increasing and decreasing for the current year. He stated the fund adjustments will be forwarded to the Department of Finance & Administration for its approval.

Mayor Cobb stated the City will continue to invest in street and infrastructure projects. He stated the Taylor Ranch Project in the amount of \$17 million has been reduced to \$5 million which will allow the design stage of the project to move forward. Mayor Cobb continued to say that the numbers submitted by Mr. Spears are a reflection of the reality of the City's current economy.

Commissioner Newman expressed appreciation to Mr. Spears and staff for all their hard work put forward on the budget.

There being no further discussion or comments, Commissioner Buie moved that Resolution No. 6406 adopted as presented. Commissioner Newman seconded the motion and the vote was recorded as follows: Newman yes, Sena yes, Taylor abstain, Buie yes, Cobb yes. The motion carried. Copies of the resolution and supporting documents are attached and made a part of these minutes.

Resolution No. 6407 - Approving the City of Hobbs 2015 Fiscal Year Audit Report as Prepared by Accounting and Consulting Group, LLP (now known as RPC CPA + Consultants, LLP). Mr. Spears stated Accounting and Consulting Group is a third party auditor that inspects the City's financial records to verify their accuracy and integrity. He stated it takes three months to compile the audit report. Mr. Spears stated the City received an unqualified opinion which is the best one that can be received.

Mayor Cobb thanked Mr. Spears, staff and Mr. Murphy for the audit process.

Mr. Spears stated that approval of the audit will be forwarded to the State Auditor's Office and the City will post the audit on it's web site for viewing by the public.

There being no further discussion or comments, Commissioner Newman moved that Resolution No. 6407 adopted as presented. Commissioner Buie seconded the motion and the vote was recorded as follows: Newman yes, Sena yes, Taylor yes, Buie yes, Cobb yes. The motion carried. Copies of the resolution and supporting documents are attached and made a part of these minutes.

PUBLICATION: Proposed Ordinance Approving the Sale of Real Property by Eddy-Lea Energy Alliance, LLC, (ELEA), Pursuant to the New Mexico Joint Powers Act, and Authorizing ELEA to Execute a Land Purchase Option Agreement with Holtec International. Mayor Cobb stated that in 2009 the City of Hobbs, City of Carlsbad, Lea County and Eddy County established a partnership known as the Eddy Lea Energy Alliance (ELEA). He stated the equal partnership purchased property on the Lea /Eddy County line for use as a Global Nuclear Energy Partnership (GNEP) storage facility. The GNEP program was subsequently cancelled and ELEA now desires to sell the property to Holtec, who intends to obtain a license for the storage of spent nuclear fuel on the property. Mayor Cobb stated the option to purchase may be exercised once Holtec obtains the necessary governmental license of which each of the four ELEA entities will be entitled to an equal share (25%) of the sale proceeds which will be no less than \$1,000,000.00, or the appraised price, whichever is greater. He stated ELEA shall be entitled to significant revenue sharing with Holtec as long as the facility is utilized as a storage facility.

Mr. Stone commended Mayor Cobb for his explanation the ordinance. Mr. Stone stated it is important to note that Holtec will be solely responsible for any and all liability that may arise at the facility and will indemnify ELEA, its members, officials, officers, employees and agents, for any and all environmental claims.

There being no further comments from the audience, Commissioner Sena moved to publish notice of intent to adopt the proposed ordinance at a later date.

Commissioner Newman seconded the motion and the vote was recorded as follows: Newman yes, Sena yes, Taylor yes, Buie yes, Cobb yes. The motion carried.

Consideration of Approval of a Work Order with Ramirez & Son's, Inc., for Improvements on Temple Street in the Total Estimated Cost of \$163,854.35. Mr. Todd Randall, City Engineer, explained the work order for improvements on Temple Street and stated during the Trunk Line F Sewer Line replacement from the W.W.T.P. to Dal Paso, a section of Temple street was not replaced in order to coordinate and construct drainage improvements at Temple and Jefferson Streets. He stated the scope of work was increased to pave Jefferson from George Street to Temple Street to a minimum roadway standard, which includes base course and pavement only. Mr. Randall stated the additional paving along Jefferson will allow full traffic circulation around the Martin Luther King Soccer Complex.

Commissioner Newman moved to approve a work order with Ramirez & Son's, Inc., in the amount of \$163,854.35 including gross receipts tax for the improvements on Temple Street, as presented. Commissioner Buie seconded the motion and the vote was recorded as follows: Newman yes, Sena yes, Taylor yes, Buie yes, Cobb yes. The motion carried. A copy of the agreement and supporting documentation is attached and made a part of these minutes.

Ms. Jan Fletcher, City Clerk, reminded everyone that the Municipal Election will be held on Tuesday, March 1, 2016. She stated the Clerks' Office is currently conducting Absentee and Early Voting until Friday, February 26, 2016. Ms. Fletcher stated the Clerk's Office is hosting a Voter Photo ID workshop on Thursday, February 18, 2016, from 5:00 p.m. to 8:00 p.m. to issue photo identification to Hobbs voters who currently do not have any form of photo ID. She further stated Early Voting will be extended until 8:00 p.m. on this day. Ms. Fletcher stated Hobbs Express will be transporting voters free of charge to the Voting Convenience Centers on election day which will be located at the City Hall Annex, 200 E. Broadway and Hobbs Municipal Schools Training Facilities, 2110 E. Sanger.

Comments by City Commissioners, City Manager

Mr. Murphy stated Mr. Freddie Saigado, Animal Adoption Center Superintendent, is leaving the City to return to the Hobbs Municipal Schools as the Principal at Heizer Middle School. Mr. Murphy and the Commission thanked Mr. Saigado for his work at the City.

Mr. Murphy thanked the Finance Department staff for the audit and budget process.

Mr. Murphy gave special recognition and thanks to Mr. Doug McDaniel, Ms. Linda Howell, Mr. Camren Bergman and Mr. Matt Hughes for their dedication, hard work and vision for the future success of the Rockwind Community Links.

Commissioner Newman expressed thanks to Mr. Tim Woomer, Utilities Director, for his help with a recent situation.

Commissioner Buie stated he learned a lot from Commissioner Boyd and he will be greatly missed on the Commission.

Commissioner Taylor stated Commissioner Boyd was a great encouragement to her during a difficult time and encouraged her to be strong.

Commissioner Sena stated he is shocked and very sad that Commissioner Boyd has resigned from the Commission. He stated Commissioners form a great camaraderie during their time together.

Commissioner Sena stated Mr. Salgado will be greatly missed as a City employee.

Commissioner Sena stated he took a group of students to the State Capital.

Commissioner Sena thanked the AP students for attending tonight's meeting.

There being no further discussion or business, Commissioner Newman moved that the meeting adjourn. Commissioner Buie seconded the motion. The vote was recorded as follows: Newman yes, Sena yes, Taylor yes, Buie yes, Cobb yes. The motion carried. The meeting adjourned at 6:25 p.m.

Mayor Cobb stated this concludes the regular meeting and the City Commission will take a five minute break and then convene into a duly publicized closed executive session for discussion of limited personnel matters. No action will be taken during the meeting.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

Office of the Mayor
Hobbs, New Mexico

PROCLAMATION

WHEREAS, the Greek letter (Pi) is the symbol used in mathematics to represent a constant- the ratio of the circumference of a circle to its diameter – which is approximately 3.14; and

WHEREAS, Pi has been studied throughout history and is central in mathematics as well as science and engineering; and

WHEREAS, mathematics and science are a critical part of our children's education, and children who perform better in math and science have higher graduation and college attendance rates; and

WHEREAS, aptitude in mathematics, science, and engineering is essential for a knowledge-based society; and

WHEREAS, mathematics and science can be a fun and interesting part of a child's education, and learning about Pi can be an engaging way to teach children about geometry and attract them to study science and mathematics; and

WHEREAS, Pi can be approximated as 3.14 and thus March 14, 2016, is an appropriate day for 'National Pi Day'

NOW, THEREFORE, I, Sam D. Cobb, Mayor of the City of Hobbs, New Mexico, do hereby proclaim March 14, 2016 as

PI DAY

in the City of Hobbs and urge all citizens to recognize the importance of math and science education programs.

IN WITNESS, WHEREOF, I have hereunto set my hand this 7th day of March 2016, and cause the seal of the City of Hobbs to be affixed hereto.

JOE CALDERÓN, Mayor Pro Tem

ATTEST:

JAN FLETCHER, City Clerk



CONSENT AGENDA



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: Date of Meeting

SUBJECT: Law Enforcement Protection Fund (LEPF) allocations.

DEPT. OF ORIGIN: Police Department
DATE SUBMITTED: February 17, 2016
SUBMITTED BY: Captain Charles Cunningham

Summary:

Annually, the Hobbs Police Department applies for the Law Enforcement Protection Fund (LEPF) allocated by the State of New Mexico Local Government Division (LGD). The total amount applied for in the fiscal year 2016-17 is \$87,000 which will be appropriated as follows:

- \$57,000 – Law Enforcement Training
- \$30,000 – Law Enforcement Equipment

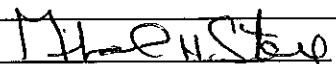
Fiscal Impact:

There is no fiscal impact to the City of Hobbs. The amount awarded will be shown as a funding source for the Hobbs Police Department for budget year 2016-17.

Reviewed By: 
Finance Department

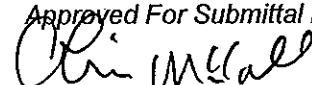
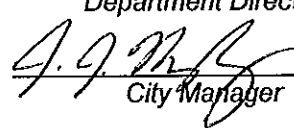
Attachments:

Law Enforcement Protection Fun Application and Guidelines.

Legal Review: Approved As To Form: 
City Attorney

Recommendation:

A resolution authorizing the submission of the LEPF application.

Approved For Submittal By:

Department Director

City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN
Resolution No. _____ Continued To: _____
Ordinance No. _____ Referred To: _____
Approved _____ Denied _____
Other _____ File No. _____

CITY OF HOBBS

RESOLUTION NO. 6409

A RESOLUTION AUTHORIZING THE MAYOR TO APPROVE
A GRANT APPLICATION WITH THE
NEW MEXICO LOCAL GOVERNMENT DIVISION
FOR THE LAW ENFORCEMENT PROTECTION FUND 2016-17

WHEREAS, the Hobbs Police Department is eligible to participate in the FY2016-17 Law Enforcement Protection Fund ("LEPF") through the State of New Mexico Local Government Division; and

WHEREAS, the total amount applied for is \$87,000.00; and

WHEREAS, these funds will be appropriated as follows; \$57,000.00 for Law Enforcement training and \$30,000.00 for Law Enforcement equipment;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the Mayor be and hereby authorizes the submission of the LEPF grant application for FY 2016-17.

PASSED, ADOPTED AND APPROVED this 7th day of March, 2016.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

APPLICATION FOR LAW ENFORCEMENT PROTECTION FUNDS
FOR CLASS 2 MUNICIPALITIES AND COUNTIES
PURSUANT TO CHAPTER 29, ARTICLE 13 NMSA 1978
FOR THE JULY 1, 2016 - JUNE 30, 2017 FISCAL YEAR

I. Municipality or County: Hobbs Police Department

II. Computation of Proposed Distribution:

A. Class 2 (Population per 2010 Census = 20,001 to 160,000) \$30,000

B. Total Number of Full-Time Certified Police Officers
or Sheriff Deputies (*) multiplied by \$600: \$57,000

95 X \$600 =

(*) Each officer or Deputy must be certified by the New Mexico Law Enforcement Academy pursuant to Section 29-7-8 NMSA or authorized as a New Mexico peace Officer pursuant to Section 29-1-11 NMSA. Certification status must be current on the registry at the Law Enforcement Academy.

C. Total Proposed Distribution** (A + B) \$87,000

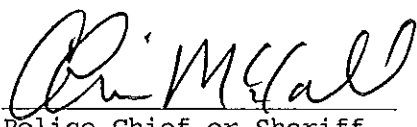
III. Amounts distributed from the Law Enforcement Protection Fund must be expended only for the purposes allowed by Section 29-13-7 NMSA 1978. Please itemize the proposed use of these funds below:

A. Repair and purchase of law enforcement apparatus and equipment which meet minimum nationally recognized standards. (Please Note: regular maintenance on vehicles and police equipment; office furniture and supplies; or operating expenses are not allowable expenses) Rule 2 NMAC 110.3	\$ 30,000
B. Expenses associated with advanced law enforcement planning and training.	\$57,000
C. Complying with match or contribution requirements for the receipt of federal funds relating to criminal justice programs.	
D. New Mexico Finance Authority Intercept Agreement.	
E. TOTAL ESTIMATED EXPENDITURES** (must equal total distribution)	\$ 87,000

** Total Estimated Expenditures from Section III must equal the amount of Total Proposed Distribution in Section II.

IV. CERTIFICATION: Under penalty of law, we hereby certify that to the best of our knowledge and belief, the information contained in this application is correct, and that all expenditures of Law Enforcement Protection Fund monies will be made in accordance with Sections 29-13-7 and 29-13-9 NMSA 1978 as well as Rule 2 NMAC 110.3.

Mayor/Chairman



Police Chief or Sheriff

2/17/16

Date

Municipality/County: City of Hobbs/Lea County

Contact Person: Captain Charles Cunningham
575-397-9259 ccunningham@hobbsnm.org

APPLICATION FOR LAW ENFORCEMENT PROTECTION FUNDS
FOR MUNICIPALITIES AND COUNTIES
PURSUANT TO CHAPTER 29, ARTICLE 13 NMSA 1978

Instructions: List the name, certificate number, and date of certification of all full-time police officers and sheriff deputies certified by the New Mexico Law Enforcement Academy pursuant to section 29-7-8 NMSA or authorized to act as a New Mexico peace officer pursuant to Section 29-1-11 NMSA 1978. Please photocopy this form if additional space is needed.

Name of Full-Time Certified Police Officer and Sheriff Deputies	Certificate Number	Certification Date
1) Artis, Jeremy	Pending	CBW 03/16
2) Aguirre, Laura	10-0090-P	06/08/10-B
3) Aldrete, Fidel	99-0336-P	11/29/99-B
4) Ast, Brendon Sean	13-0047-P	04/04/13-W
5) Blanchard, Robert	09-0067-P	12/11/13-B
6) Benavides, John E.	01-0274-P	12/07/01-B
7) Benson, Stanley	02-0232-P	12/12/02-B
8) Berdoza, Eric A.	13-0341-P	12/11/13-B
9) Blevins, Shane	06-0185-P	11/29/06-B
10) Brackeen, Troy	04-0273-P	12/08/04-B
11) Buescher, Drew	03-0284-P	12/12/03-B
12) Burke, Brian	14-0284-P	09/19/14-W
13) Burrelson, Matthew	13-0050-P	04/04/13-W
14) Campitella, Christopher	14-0241-P	09/19/14-W
15) Carnes, Cathy	09-0068-P	06/12/09-B
16) Clemmer, Joseph Boone	09-0267-P	12/11/09-B
17) Coburn, Walter	95-0081-P	05/02/95-B
18) Cunningham, Charles	96-0125-P	05/17/96-B
19) Delafuente, Antonio	97-0293-P	09/22/97-B
20) Robinson, Vasshawn	Pending	CBW 03/16
21) Garcia, Diana	12-0320-P	12/13/13-B
22) Dunlap, Brian	99-0027-P	01/08/99-B
23) Ellis, Brandon C.	13-0053-P	04/04/13-W
24) Eubank, Nathan	06-0076-P	06/08/06-B
25) Evans, Douglas E.	11-0181-P	08/19/11-B
26) Faulkner, Douglas	15-0151-P	05/21/15-B
27) Grady, Teresa	14-0050-P	03/21/14-W
28) Ford, Jenna	15-0056-P	03/13/15-W
29) Ford, Seth	15-0057-P	03/13/15-W
30) Fray, John	15-0153-P	05/21/15-B

Name of Full-Time Certified Police Officer and Sheriff Deputies	Certificate Number	Certification Date
31) Frederiksen, Robert	13-0053-P	04/04/13-W
32) Garrett, Danny	07-0061-P	06/13/07-B
33) Generotzky, Brian	09-0071-P	06/12/09-B
34) Dimock, Todd	Pending	B-June 2016
35) Glashauckas, Shawn	15-0058-P	03/13/15-W
36) Gomez, Christopher Eli	04-0119-P	06/03/04-B
37) Gordon, Joshua	15-0059-P	03/13/15-W
38) Soriano, Jorge	Pending	B-June 2016
39) Grimes, James	14-0243-P	09/19/14-W
40) Guerrero, Ricky Lee	12-0067-P	05/04/12-W
41) Guy, Jason Larry	14-0141-P	05/02/14-B
42) Hammer, Robert S.	14-0244-P	09/19/14-W
43) Hardison, Shawn	01-0087-P	06/01/01-B
44) Harrington, Ward	14-0245-P	09/19/14-W
45) Hawkins, Jerry	07-0259-P	12/14/07-B
46) Herndon, Andrew M.	13-0250-P	10/04/13-W
47) Herrera, Jason A.	09-0073-P	06/12/09-B
48) Hille, Rudy	14-0293-P	12/10/14-B
49) Hoff, Jayson	15-0159-P	05/21/15-B
50) Hopper, Royal P.	13-0054-P	04/04/13-W
51) Jackson, Donald	99-0340-P	11/29/99-B
52) Jackson, Travis	03-0289-P	12/12/03-B
53) Mills, Randy	15-0247-P	10/30/15-W
54) James, Joshua	15-0061-P	03/13/15-W
55) Keenan, Albert S.	97-0370-P	10-09-97-W
56) Kale, David	15-0245-P	10/30/15-W
57) Kirk, Jeremy Scott	14-0143-P	05/02/14-B
58) Labastida, Rafael	06-0082-P	06/08/06-B
59) Lara, Tyra M.	13-0355-P	06/12/13-B
60) Marin, Crystal	13-0346-P	12/11/13-B
61) Marinovich, Brandon N.	14-0148-P	05/02/14-B
62) Martinez, Carlos	02-0221-P	09/30/02-B
63) Martinez, Issac	07-0157-P	09/14/07-B
64) Martinez, Kevin	14-0052-P	03/21/14-W
65) Mattocks, Alvin K.	13-0253-P	10/04/13-W
66) McCall, Christopher	99-0347-P	12/03/99-W
67) McEachern, Timothy Wayne	13-0056-P	04/04/13-W
68) Miller, Clipper	99-0343-P	11/29/99-B
69) Moen, Ryan	13-0058-P	04/04/13-W
70) Molinaro, Marina	11-0306-P	12/08/11-B
71) Molinaro, Reanna C.	14-0149-P	05/02/14-B
72) Moon, Miroslava	02-0240-P	02/12/02-B
73) Moyers, Jeffrey	93-0137-P	06/04/93-B
74) Munro, Mark	07-0263-P	12/14/07-B
75) Olenik, Matthew S.	14-0055-P	03/21/14-W
76) Porter, Rodney	97-0010-P	01/14/97-W
77) Ramirez, German	14-0297-P	12/10/14-B

Name of Full-Time Certified Police Officer and Sheriff Deputies	Certificate Number	Certification Date
78) Ray, Kyle	12-0323-P	12/13/12-B
79) Soto, Daniel	Pending	B-June 2016
80) Torres, David	Pending	B-June 2016
81) Sanjideh, Arvin	13-0059-P	04/04/13-W
82) Seay, Dustin	14-0248-P	09/19/14-W
83) Shaw, Rohnnie	95-0078-P	04/24/95-B
84) Shimer, Jeremy	11-0171-P	08/19/11-W
85) Simpkins, Shannon D.	14-0154-P	05/02/14-B
86) Stoddard, Thomas Curtis	13-0060-P	04/04/13-W
87) Stone, Michael L.	01-0093-P	06/01/01-B
88) Tate, LaPorchia	12-0178-P	06/13/12-B
89) Thomas, Michael A.	13-0225-P	10/04/13-W
90) Valenzuela, Jessica	12-0327-P	12/06/12-B
91) Walker, Michael	99-0157-P	06/21/09-B
92) Wall, Joe H.	96-0084-P	04/18/96-B
93) White, Ahmaad	09-0279-P	12/11/09-B
94) Wimberley, Scotty	07-0266-P	12/14/07-B
95) Wright, Chad J.	02-0092-P	05/31/02-B

SUSANA MARTINEZ
GOVERNOR



THOMAS E. CLIFFORD, PH.D.
CABINET SECRETARY


RICK LOPEZ
DIRECTOR

BILL R. GARCIA
Deputy Director

STATE OF NEW MEXICO
DEPARTMENT OF FINANCE AND ADMINISTRATION
LOCAL GOVERNMENT DIVISION

Bataan Memorial Building ♦ 407 Galisteo St. ♦ Suite 202 ♦ Santa Fe, NM 87501
PHONE (505) 827-4975 ♦ FAX (505) 827-4340

TO: Chief Law Enforcement Officers
Joaquin Nielsen, New Mexico Department of Public Safety

FROM: Rick Lopez, Director
Local Government Division 

DATE: February 12, 2016

RE: Law Enforcement Protection Fund Application

Attached are the application and instructions for the Law Enforcement Protection Fund. We ask that you return the completed application to the Local Government Division (LGD) with a postmark date no later than March 31, 2016. Applications submitted after that date or incomplete will be further scrutinized and may be denied.

The LGD is required by Section 29-13-4.A NMSA 1978 to determine the relative needs of all local law enforcement agencies by April 15. In order to meet this statutory requirement, it is imperative that LGD receive all applications by **March 31, 2016**.

There are three important items to focus on in filling out the application. First, all parts of the application must be completed. Second, the appropriate authority as indicated must sign the application. Third, it must include the names of certified officers on the Supplemental Schedule.

The Department of Public Safety (DPS) verifies the certification of officers. All officers for whom the \$600 award is requested must be certified officers by July 1, 2016. On your LEPF application, for an officer to be funded, their name must appear on the March 31, 2016 DPS Registry, or must be enrolled in the New Mexico Police Academy with an anticipated graduation date prior to or on July 1, 2016. Therefore, we ask that you verify the officers you are requesting funding for are listed on the DPS registry. The registry reporting requirements can be found in Section 10.29.9.10 of the New Mexico Administrative Code (NMAC).

The application no longer requests a Social Security Number (SSN) for officers. During the application review process, LGD may request it to match an officer to the DPS Registry. If the SSN is requested rest assured that LGD will hold this information as confidential and remain secure.

The amounts listed on the application and instructions are based on current law. If proposed legislation is enacted, amounts will be adjusted when distributions are determined. Written notification of the amount of distribution will be sent to applicants by **May 1, 2016**.

If you need assistance, call Brenda L. Suazo-Giles, Special Projects Analyst, at 505-827-4933.

INSTRUCTIONS

APPLICATION FOR LAW ENFORCEMENT PROTECTION FUNDS FOR MUNICIPALITIES, COUNTIES AND UNIVERSITIES PURSUANT TO CHAPTER 29, ARTICLE 13 NMSA 1978 FOR THE JULY 1, 2016 - JUNE 30, 2017 FISCAL YEAR

PURPOSE

The purpose of the Law Enforcement Protection Fund is to provide the equitable distribution of funds to municipal police, university police, county sheriff and tribal police departments for use in maintaining and improving those departments in order to enhance the efficiency and effectiveness of law enforcement services.

APPLICATION PROCESS

All applications for Law Enforcement Protection Funds must be made on the prescribed forms and received by the Local Government Division (LGD) with a postmark date no later than March 31, 2016. Applications must be mailed to the following address:

**Local Government Division
Attn: Brenda L. Suazo-Giles
Department of Finance and Administration
Bataan Memorial Bldg., Room 201
Santa Fe, New Mexico 87501**

LGD will notify all applicants in writing of its determination of money to be distributed under Section 29-13-4 by May 1, 2016. Any applicant may appeal LGD's determination by filing a notice of appeal with the Secretary of the Department of Finance and Administration by May 15, 2016. The Secretary will review all appeals and make a final determination by June 30, 2016. If no appeal is filed, the determination of the LGD will become final and binding.

The New Mexico State Treasurer will pay Law Enforcement Protection Fund awards by July 31, 2016. Payments will be made to the Treasurer of the appropriate governmental entity.

COMPUTATION OF AWARDS

1. All municipal police and county sheriff's departments will be rated by class in accordance with populations established by the 2010 federal census. The population of any county will be reduced by the population of any municipality located within that county that has a municipal police department.

INSTRUCTIONS (Continued)

Each municipality and county will receive a distribution from the Law Enforcement Protection Fund based on its population as follows:

CLASS	POPULATION	AMOUNT
1	0 TO 20,000	\$20,000
2	20,001 TO 160,000	\$30,000
3	160,001 TO 1,280,000	\$40,000

- University police departments shall be entitled to a rate of distribution of \$17,000.
- In addition to the amount determined in items 1 and 2 above, all municipalities, universities and counties will receive \$600 for each full-time certified police officer or sheriff's deputy. Each officer or deputy claimed must be certified by the New Mexico Law Enforcement Academy pursuant to the provisions of Section 29-7-8 NMSA 1978, or, authorized to act as a New Mexico peace officer pursuant to Section 29-1-11 NMSA 1978. All officers and deputies claimed for funding must be listed on the Supplemental Schedule and must appear on the March 31, 2016 New Mexico Department of Public Safety Registry, or must be enrolled in the New Mexico Police Academy with an anticipated graduation date prior to or on July 1, 2016.
- If the balance of the Law Enforcement Protection Fund is insufficient to permit the total allocations provided in item 3 above, the LGD will reduce the allocation determined under item 3 to the maximum amount of money available.

CARRY OVER BALANCES

LEPF distributions may not be used for accumulation. **However, if Division approval is obtained for good cause, funds may be expended in the fiscal year following distribution. This means that funds must be expended within two fiscal years (distribution fiscal year plus one subsequent fiscal year with Division approval), otherwise those funds will revert back to the state or the distribution for the upcoming fiscal year will be lowered by the amount accumulated.**

ACCOUNTABILITY-University Police Only

Submit a detailed financial report of the prior year grant expenditures and balance (if any) by June 1, 2016 to Local Government Division. If there is a grant cash balance that will not be expended by June 30, 2016, please provide the Division with an explanation as to why the grant was not expended and what steps the police department will take to expend, encumber or revert to the state the unused balance.

USE OF FUNDS

All monies distributed from the Law Enforcement Protection Fund are required to be expended in accordance with Section 29-13-7 and 29-13-9 NMSA 1978 as well as Rule 2 NMAC 110.3. Amounts so distributed from the LEPF to any incorporated city, town or village, county, pueblo or tribe, or university **shall be expended under the direction of the chief of the police/sheriff's department and approved by the governing body.**

All municipalities with a population of 1500 or less and all universities **must complete the itemized schedule** detailing expenditures for Section III, Subsection A of the application.

Law Enforcement Protection Fund

Statutory Reference:

Law Enforcement Protection Fund (LEPF) Act, 29-13 NMSA 1978 and LEPF Rule, 2 NMAC 110.3

Purpose:

To provide equitable distribution of money to municipal police, university police, tribal police and county sheriff departments to enhance the efficiency and effectiveness of law enforcement services and to sustain at a reasonable level the payments available from the Peace Officer Survivors' Fund to surviving eligible family members of a peace officer killed in the line of duty.

Where the Money Comes From:

Ten percent of all money received for fees, licenses, penalties and taxes from life, general casualty and title insurance business (except for money received from health insurance) collected by the New Mexico Public Regulation Commission is deposited into the LEPF.

Peace Officers' Survivors Fund:

In addition to any other death benefits provided by law, the surviving spouse, children or parents shall be paid \$250,000 as supplemental death benefits whenever a peace officer is killed in the line of duty. This Fund is administered by the New Mexico Department of Public Safety.

LEPF is a Reverting Fund:

At the end of the fiscal year, uncommitted LEPF cash balances over \$100,000 revert to the state General Fund.

Annual Distributions:

LEPF distributions are made annually by the Department of Finance and Administration (DFA), Local Government Division (LGD), based on an application process. DFA/LGD mails out application packets to past applicants by mid February and applications are due back to LGD no later than March 31st. LGD will post on its website an initial distribution spreadsheet for applicants by May 1st and applicants may file an appeal with the DFA Cabinet Secretary by May 15th if they do not agree with LGD's funding determination. The final distribution spreadsheet, which includes appeal determinations and the most current information on intercept payments made directly to the New Mexico Finance Authority, is posted on or before May 31st. Actual distributions are made after July 1st.

Rates of Distribution:

Counties and municipalities:

Class 1 departments (population of 0 to 20,000) are entitled to a base amount of \$20,000

Class 2 departments (population of 20,001 to 160,000) are entitled to a base amount of \$30,000

Class 3 departments (population of 160,001 to 1,280,000) are entitled to a base amount of \$40,000

Population data is from the decennial Census. Additionally, county population is determined by pulling out the population of municipalities receiving their own LEPF distribution.

Additional \$600 per certified officer (LGD verifies employment status and certification with the Department of Public Safety (DPS) based on the March 31st DPS Registry. It is critical that the local law enforcement agency keep the DPS Registry updated).

Universities:

Entitled to a base amount of \$17,000 plus an additional \$600 per certified officer (LGD verifies employment status and certification with the Department of Public Safety).

Tribal police departments:

Entitled to \$600 per commissioned peace officer (LGD verifies employment status and certification with the Department of Public Safety). To be counted for funding, a commissioned peace officer must have been assigned to duty and worked in New Mexico no fewer than 200 days in the calendar year immediately prior to the date of payment.

Eligible Uses of Funds:

Pursuant to 2.110.3.8A NMAC:

- 1) The repair and purchase of law enforcement apparatus and equipment, including financing and refinancing thereof, which meet minimum nationally recognized standards;
- 2) Expenses associated with advanced law enforcement planning and training;
- 3) Complying with match or contribution requirements for the receipt of federal funds relating to criminal justice programs;
- 4) No more than fifty percent of the replacement salaries of municipal and county law enforcement personnel of municipalities and counties rated as Class 1 in Paragraph (1) of Subsection B of Section 29-13-4 NMSA 1978 participating in basic law enforcement training.

Refer to 2.110.3.8B for examples of eligible expenditures and 2.110.3.8C for examples of ineligible expenditures.

New Mexico Finance Authority (NMFA) Intercepts:

A local entity may pledge LEPF distributions to make payments on a vehicle loan. Typically, the loan payments will be intercepted by the NMFA through the distribution process. Around May 1st, LGD receives a spreadsheet from NMFA with intercept amounts to be paid directly to NMFA by LGD. If an entity has an NMFA loan, they will then receive the LEPF distribution amount that remains after the NMFA intercept.

Adjustments to LEPF Budget:

LGD must be notified in writing (letter or e-mail) of any adjustments needed to the budget that was presented on the LEPF application. For example, money may need to be moved from equipment” to “law enforcement training”. Adjustment request should state amount and what it will be used for.

Carryover of Prior Year Distributions:

Pursuant to 2.110.3.10C, “The distributions from the fund are to be used, not accumulated. Fund balances may be carried over to a succeeding fiscal year only with prior written approval from the local government division.” As part of the operating budget approval process, LGD requires a LEPF Carryover Request Form by July 31st stating the LEPF cash balance amount to be carried over and an explanation of what the carryover balance will be used for. The form can be obtained at the following website link: http://nmdfa.state.nm.us/Law_Enforcement_Protection_Fund.aspx. Any carryovers approved by LGD should be included in the local entity’s operating budget under the LEPF (DFA Fund 211).

Disposition of Property Purchased with LEPF Distributions:

Pursuant to 2.110.3.10E, “Any item purchased with monies from the fund that is disposed of and monies are received shall revert to the fund and be budgeted for the succeeding fiscal year.” A governing body approved resolution authorizing the disposition of the property must be sent to LGD for approval. Furthermore, a governing body approved resolution increasing the entity’s LEPF budget by the amount of the proceeds from the sale of property must be sent to LGD for approval.

Wrongful Expenditure of Funds:

Pursuant to 29-13-9B, NMSA 1978, “Any person who expends or directs or permits the expenditure of any money distributed from the fund for purposes other than those expressly authorized by the Law Enforcement Protection Fund Act [29-13-1 NMSA 1978] shall be personally liable to the state for the amount of money wrongfully expended and interest and costs.”

LEPF Contact Information:

Brenda L. Suazo-Giles, Special Projects Analyst, DFA/LGD, (505) 827-4933, brendal.suazo-giles@state.nm.us

Erica Cummings, Budget & Finance Analyst, DFA/LGD, (505) 827-4127, erica.cummings@state.nm.us



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 7, 2016

SUBJECT: A resolution relating to the disposition of obsolete, worn out and unusable personal property owned by the City of Hobbs, specifically seventy-two Sig Sauer handguns. Due to the recent disposal of the S&W inventory, the department desires to transition to one single, primary weapon platform.

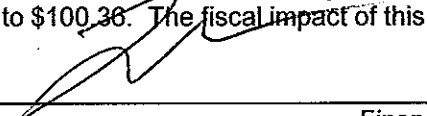
DEPT. OF ORIGIN: Police Department
DATE SUBMITTED: February 10, 2016
SUBMITTED BY: Captain Charles Cunningham

Summary:

The City desires to delete from its public inventory and dispose of handguns currently on the City of Hobbs Police Department weapons inventory. The handguns will be traded in towards the purchase of new Sig Sauer 320 handguns through ProForce Distributors. Due to the recent disposal of the S&W inventory, the department desires to transition to one brand and model as the department's primary weapons platform for training and safety reasons.

Fiscal Impact:

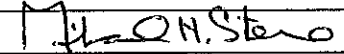
The trade-in value for each handgun is listed as \$330.00. This will reduce the purchase cost of each new Sig Sauer 320 handgun to complete inventory (77) to \$100.36. The fiscal impact of this trade in / purchase transaction is \$7727.61.

Reviewed By:  _____
Finance Department

Attachments:

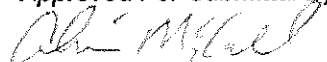
- ProForce Law Enforcement trade-in quote
- ProForce Law Enforcement price quote (minus trade-in value)
- Hobbs Police Department Sig Sauer 226/229 weapon inventory


Legal Review:

Approved As To Form:  _____
City Attorney

Recommendation:

Approved For Submittal By:



Department Director


City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

Resolution No. _____ Continued To: _____
Ordinance No. _____ Referred To: _____
Approved _____ Denied _____
Other _____ File No. _____

CITY OF HOBBS

RESOLUTION NO. 6410

A RESOLUTION RELATING TO DISPOSITION OF
OBSOLETE, WORN-OUT, AND UNUSABLE PERSONAL PROPERTY,
SPECIFICALLY SEVENTY-TWO (72) SIG SAUER HANDGUNS USED BY
THE CITY OF HOBBS POLICE DEPARTMENT

WHEREAS, Hobbs Police Department desires to delete from its public inventory and dispose of handguns currently on the City of Hobbs Police Department weapons inventory; and

WHEREAS, the guns will be traded in towards the purchase of new Sig Sauer 320 handguns through ProForce Law Enforcement; and

WHEREAS, Hobbs Police Department desires to transition to one brand and model as the departments primary weapons platform for training and safety reasons; and

WHEREAS, the trade-in value of each handgun is listed as \$330.00 and this will reduce the cost of each new Sig Sauer 320 handgun to complete inventory (77) to \$100.36 for a fiscal impact of this trade in/purchase to be \$7,727.61;

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

A. The City desires to delete from its public inventory and dispose of the items of personal property, attached hereto and incorporated herein by reference and the governing body hereby makes the official, specific finding that each item of property on the attached list:

- (1) is obsolete; and
- (2) is worn-out, unusable, or obsolete to the extent that the item is no longer economical or safe for continued use by the City of Hobbs; and
- (3) that all such items should be deleted from the City's public inventory and traded-in towards the purchase of new Sig Sauer 320 handguns through ProForce Law Enforcement

B. A copy of this official finding and proposed disposition of the property sought to be disposed of shall be made a permanent part of the official minutes of the governing body.

PASSED, ADOPTED, AND APPROVED this 7th day of March, 2016.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

STATE OF NEW MEXICO)
) ss.
COUNTY OF LEA)

The undersigned City Commissioners and Mayor, being first duly sworn upon oath, hereby state that the information set forth in the above official findings is true and correct to the best of that person's knowledge, information, and belief.

Sam D. Cobb, Mayor

Joseph D. Calderón, City Commissioner

Jonathan Sena, City Commissioner

Garry Buie, City Commissioner

Patricia Taylor, City Commissioner

Marshall Newman, City Commissioner

SUBSCRIBED AND SWORN to before me this _____ day of March, 2016.

Notary Public

Corporate: 3009 N. Highway 89. Prescott, AZ 86301
 Store: 655 Berry Street. Suite H Brea, CA 92821
 Tel: (800) 367-5855 Fax: (928) 445-3468



Q U O T A T I O N

Date: 02-04-16
 Dept: HOBBS PD
 Customer #: 10014
 Attn: SGT COBURN
 Email: wcoburn@hobbsnm.org

<u>ITEM #</u>	<u>QTY</u>	<u>PRODUCT DESCRIPTION</u>	<u>EXTENDED PRICE</u>
TRADE GUNS	54	Sig Sauer P229 .40CAL with rails, night sights and 3 mags. Good condition, no missing parts, no department markings purchased in 2009 @ \$330.00	\$17,820.00
TRADE GUNS	8	Sig Sauer P226 .40CAL with rails, night sights and 3 mags. Good condition, no missing parts, no department markings purchased in 2009 @ \$330.00	\$2,640.00
TRADE GUNS	10	Sig Sauer P226 BLK .40CAL with rails, night sights and 3 mags. Good condition, no missing parts, no department markings purchased in 2014 @ \$330.00	\$3,300.00
		Note: Trade guns are to be delivered to ProForce Law Enforcement within 45 days of acceptance of new product At 3009 North Highway, Prescott, AZ 86301	
		Please Note: When shipping trade guns, please supply a letter with the guns from the department that the guns have been inspected by an armorer and that they are safe and functional. All confiscated weapons must be cleared by an N.C.I.C check, and stated on your paperwork prior to being shipped to Proforce Law Enforcement **Please email the completed Trade Weapons Form in Excel format prior to shipping the trades to Proforce Law Enforcement**	
		SUBTOTAL	\$23,760.00
		No Saturday deliveries and must have adult signature required. Never ship any Class III weapon to Proforce under any circumstance.	
		(See instructions below) Total credit for trades:	\$23,760.00

We sincerely appreciate your law enforcement business and look forward to serving you in the future!

Respectfully,
 ProForce Law Enforcement

Frank Berberich
 Law Enforcement Specialist

IMPORTANT:

Trade guns are to be delivered to ProForce Law Enforcement in Arizona at the department's expense within 45 days of acceptance of new product.

ProForce reserves the right to deduct for guns that are not in stated condition. \$10.00 will be deducted for every missing magazine. The credit is to be applied after the receipt of trade guns.

This quote is valid for 45 days from the date of issue, and is subject to manufacturer's availability and price change. Please call (844) 899-1701 if this bid is still pending at expiration of quote.

PROFORCE LAW ENFORCEMENT

3009 North Highway 89
Tel: (928) 776-7192
sales@proforceonline.com
FFL # 9-86-025-01-4G-00508

Prescott, AZ 86301
Fax: (928) 445-3468
www.proforceonline.com

QUOTE# PAGE

PRICE
QUOTE

294639 1
SHIP DATE
A.S.A.P.

SOLD
TO

HOBBS, CITY OF
ATTN: ACCTS PAYABLE/FINANCE
200 EAST BROADWAY STREET
HOBBS NM 88240

SHIP
TO

HOBBS POLICE DEPARTMENT
ATTN SGT COBURN
300 NORTH TURNER
HOBBS NM 88240

575-397-9251

JOB #	DATE	CUST.#	LOC.	SALESMAN	SHIP VIA	FRT.
NA	01/20/16	010014	A	DAN RYAN	F-2D FOB ORIGIN	
QTY. QUOTED	ITEM NO./DESC.	UNIT PRICE	UOM DISC.	NET PRICE		
(+5 spurs) 77	W320F-40-BSS SIG P320 40SW BLK SLITE N/S 14RD MAG FULL SIZE LE	408.9300	EA .00	31,487.61		
1	XFET THIS ITEM FET OUT	.0000	EA .00	.00		
(77) 1	TRADES CREDIT FOR TRADES-IF NOT SENT AS SPECIFIED, MAY BE REDUCED	23,760.0000-	EA .00	23,760.00CR		
<p>IMPORTANT NOTICES: This quotation is based on the issuance of a department purchase order, F.A.E.T. Exemption, payment by check in 30 days (unless otherwise agreed) and in stated quantities. ATF or the manufacturer may require additional forms. Sample forms may be found at: http://www.ProForceonline.com/forms.htm</p> <p>Ordering Instructions: Please fax a copy of the department purchase order and F.E.T. form to (928)445-3468. PLEASE MAIL ORIGINALS to ProForce Law Enforcement, 3009 N. Hwy 89, Prescott, AZ 86301.</p> <p>Standard Terms are Net 30 days. If department policy does not allow for partial shipments and payments, separate purchase orders for each item will be necessary.</p>						
COMMENT						
TERMS						

PROFORCE LAW ENFORCEMENT

3009 North Highway 89 Prescott, AZ 86301
 Tel: (928) 776-7192 Fax: (928) 445-3468
 sales@proforceonline.com www.proforceonline.com
 FFL # 9-86-025-01-4G-00508

QUOTE#	PAGE
294639	2
SHIP DATE	
A.S.A.P.	

P R I C E
Q U O T E

SOLD
TO

HOBBS, CITY OF
 ATTN: ACCTS PAYABLE/FINANCE
 200 EAST BROADWAY STREET
 HOBBS NM 88240

SHIP
TO

HOBBS POLICE DEPARTMENT
 ATTN SGT COBURN
 300 NORTH TURNER
 HOBBS NM 88240

575-397-9251

JOB #	DATE	CUST.#	LOC.	SALESMAN	SHIP VIA	FRT.
NA	01/20/16	010014	A	DAN RYAN	F-2D FOB ORIGIN	
QTY. QUOTED	ITEM NO./DESC.			UNIT PRICE	UOM DISC.	NET PRICE

Standard manufacturer's warranty applies to all department purchases unless otherwise specifically noted.

This quote is valid for 45 days from the date of issue, pending credit approval, and is subject to manufacturer's availability and price change. Please call (800) 367-5855 if this bid is still pending on the expiration date for updated pricing.

A 20% restocking fee will apply to all returned goods. Please call us for a return authorization number. ProForce Law Enforcement agrees to defend, indemnify and hold harmless its customers from claims for personal injury or property damages, to the extent arising from the negligent acts or omissions of ProForce Law Enforcement or its employees, agents or independent contractors.

IMPORTANT: To order from this quotation, please sign below, attach Purchase Order, and email to: sales@proforceonline.com

Printed Name: _____

Date: _____ P.O.: _____

Signature: _____

COMMENT

TERMS

PROFORCE LAW ENFORCEMENT

3009 North Highway 89
Tel: (928) 776-7192
sales@proforceonline.com
FFL # 9-86-025-01-4G-00508

Prescott, AZ 86301
Fax: (928) 445-3468
www.proforceonline.com

QUOTE#	PAGE
294639	3
SHIP DATE	
A.S.A.P.	

P R I C E
Q U O T E

SOLD
TO

HOBBS, CITY OF
ATTN: ACCTS PAYABLE/FINANCE
200 EAST BROADWAY STREET
HOBBS NM 88240

SHIP
TO

HOBBS POLICE DEPARTMENT
ATTN SGT COBURN
300 NORTH TURNER
HOBBS NM 88240

575-397-9251

JOB #	DATE	CUST.#	LOC.	SALESMAN	SHIP VIA	FRT.
NA	01/20/16	010014	A	DAN RYAN	F-2D FOB ORIGIN	

QTY.
QUOTED

ITEM NO./DESC.

UNIT PRICE

UOM
DISC.

NET PRICE

SALES AMOUNT 7,727.61

COMMENT
FOR SGT COBURN
WCOBURN@HOBBSNM.ORG
BY FRANK BERBERICH

TERMS DUE NET 30 DAYS

Report Criteria: Firearm Status: Active / Owned By: Department / Brand: Sig Sauer / Model: P226 / Caliber: 40

Firearms Inventory Report #5

Hobbs Police Department

Firearms By Serial Number

Serial No.	Trk No.	Location Assigned	Type Of Firearm	Number	Brand	Model	Caliber	Vehicle	Status	Cost
47A069826	760	Glashaukas, Shawn	Handgun	None	Sig Sauer	P226	40	None	Active	\$0.00
47A069831	775	Dunlap, Brian	Handgun	None	Sig Sauer	P226	40	None	Active	\$0.00
47A069836	764	Seay, Dustin	Handgun	None	Sig Sauer	P226	40	None	Active	\$0.00
47A069843	767	Walker, Michael	Handgun	None	Sig Sauer	P226	40	None	Active	\$0.00
47A069847	768	Hopper, Royal	Handgun	None	Sig Sauer	P226	40	None	Active	\$0.00
47A069910	769	Fray, John	Handgun	None	Sig Sauer	P226	40	None	Active	\$0.00
47A069911	770	Burke, Brian	Handgun	None	Sig Sauer	P226	40	None	Active	\$0.00
47A069912	772	Campitella, Christopher	Handgun	None	Sig Sauer	P226	40	None	Active	\$0.00
47A069927	773	Faulkner, Douglas	Handgun	None	Sig Sauer	P226	40	None	Active	\$0.00
U847849	110	Hammer, Robert S.	Handgun	None	Sig Sauer	P226	40	None	Active	\$615.68
U847851	117	Downing, Keener	Handgun	None	Sig Sauer	P226	40	None	Active	\$615.68
U847854	118	Moen, Ryan	Handgun	None	Sig Sauer	P226	40	None	Active	\$615.68
U847856	112	Grimes, James	Handgun	None	Sig Sauer	P226	40	None	Active	\$615.68
U847860	120	Clemmer, Joseph	Handgun	None	Sig Sauer	P226	40	None	Active	\$615.68
U847863	113	Herndon, Andrew M	Handgun	None	Sig Sauer	P226	40	None	Active	\$615.68
U847864	115	Marinovich, Brandon N	Handgun	None	Sig Sauer	P226	40	None	Active	\$615.68

16 Total Firearms 1 Different Types 1 Different Brands 1 Different Models 1 Different Calibers

16 Different Locations Assigned Total Value \$4,309.76

Report Criteria: Firearm Status: Inactive / Owned By: Department / Brand: Sig Sauer / Model: P226 / Caliber: 40

Firearms Inventory Report #5

Hobbs Police Department

Firearms By Serial Number

Serial No.	Trk No.	Location Assigned	Type Of Firearm	Number	Brand	Model	Caliber	Vehicle	Status	Cost
47A069832	762	Armory	Handgun	None	Sig Sauer	P226	40	None	Inactive	\$0.00
U847853	111	Armory	Handgun	None	Sig Sauer	P226	40	None	Inactive	\$615.68

2 Total Firearms 1 Different Types 1 Different Brands 1 Different Models 1 Different Calibers

1 Different Locations Assigned Total Value \$615.68

Report Criteria: Firearm Status: Active / Owned By: Department / Brand: Sig Sauer / Model: P229 / Caliber: 40

Firearms Inventory Report #5

Hobbs Police Department

Firearms By Serial Number

Serial No.	Trk No.	Location Assigned	Type Of Firearm	Number	Brand	Model	Caliber	Vehicle	Status	Cost
45A021026	722	Ford, Seth	Handgun	None	Sig Sauer	P229	40	None	Active	\$638.46
45A021036	724	Harrington, Ward	Handgun	None	Sig Sauer	P229	40	None	Active	\$638.46
45A021037	725	Wimberley, Scotty	Handgun	None	Sig Sauer	P229	40	None	Active	\$638.46
45A021039	726	Blanchard, Robert	Handgun	None	Sig Sauer	P229	40	None	Active	\$638.46
45A022460	729	Porter, Rodney	Handgun	None	Sig Sauer	P229	40	None	Active	\$638.46
AM155001	170	Moon, Miroslava	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155002	171	Benson, Stanley	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155005	174	Benavides, John	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155006	175	Aldrete, Fidel	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155007	176	Hoff, Jayson	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155008	177	Ramirez, German	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155009	178	Cunningham, Charles	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155010	179	Brackeen, Troy	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155011	180	Generotzky, Bryan	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155012	181	Gomez, Eli	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155013	182	Mills, Randy	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155014	183	Kale, David	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155015	189	Ray, Kyle	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155016	190	Kirk, Jeremy S	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155017	191	Enriquez, Eric	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155018	192	Keenan, Scott	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155020	193	McCall, Chris	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155021	194	Ellis, Brandon	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155022	195	Munro, Mark	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155024	184	Olenik, Matthew	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155025	197	Dimock, Todd	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68

Firearms By Serial Number

Serial No.	Trk No.	Location Assigned	Type Of Firearm	Number	Brand	Model	Caliber	Vehicle	Status	Cost
AM155026	198	Martinez, Kevin	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155027	200	Shaw, Rohnnie	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155028	201	Stone, Mike	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155029	202	Torres, David	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155030	203	Guy, Jason L	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155031	204	James, Joshua	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155032	205	Jackson, Donald	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155033	206	Buescher, Drew	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155034	207	Wall, Joe	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155035	185	Haines, Lee	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155036	186	Berdoza, Eric A	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155039	209	Hille, Rudy	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM155058	218	DeLaFuente, Antonio	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM156893	211	McEachern, Timothy	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM156895	212	Frederiksen, Robert F	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM156896	213	Burleson, Matthew S	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM156902	215	Robinson, Vasshawn	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM156914	216	Simpkins, Shannon D	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM156915	219	Gordon, Joshua	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68
AM156932	217	Ford, Jenna	Handgun	None	Sig Sauer	P229	40	None	Active	\$615.68

46 Total Firearms 1 Different Types 1 Different Brands 1 Different Models 1 Different Calibers

46 Different Locations Assigned Total Value \$28,435.18

Report Criteria: Firearm Status: Inactive / Owned By: Department / Brand: Sig Sauer / Model: P229 / Caliber: 40

Firearms Inventory Report #5

Hobbs Police Department

Firearms By Serial Number

Serial No.	Trk No.	Location Assigned	Type Of Firearm	Number	Brand	Model	Caliber	Vehicle	Status	Cost
45A021031	723	Not Assigned	Handgun	None	Sig Sauer	P229	40	None	Inactive	\$638.46
45A022454	727	Armory	Handgun	None	Sig Sauer	P229	40	None	Inactive	\$638.46
45A022455	728	Armory	Handgun	None	Sig Sauer	P229	40	None	Inactive	\$638.46
45A022463	730	Not Assigned	Handgun	None	Sig Sauer	P229	40	None	Inactive	\$638.46
AM155000	169	Armory	Handgun	None	Sig Sauer	P229	40	None	Inactive	\$615.68
AM155004	173	Armory	Handgun	None	Sig Sauer	P229	40	None	Inactive	\$615.68
AM155038	208	Armory	Handgun	None	Sig Sauer	P229	40	None	Inactive	\$615.68
AM156897	214	Armory	Handgun	None	Sig Sauer	P229	40	None	Inactive	\$615.68

8 Total Firearms 1 Different Types 1 Different Brands 1 Different Models 1 Different Calibers

2 Different Locations Assigned Total Value \$5,016.56



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 7, 2016

SUBJECT: Staffing for Adequate Fire & Emergency Response Grants (SAFER)

DEPT. OF ORIGIN: Fire Department

DATE SUBMITTED: March 1, 2016

SUBMITTED BY: Barry Young, Deputy Fire Chief

Summary:

The Department of Homeland Security and the Federal Emergency Management Agency is responsible for the implementation and administration of the SAFER Grant. The Hobbs Fire Department is eligible for funding to increase the number of firefighters to help meet industry minimum standards, to attain staffing to provide adequate protection from fire and fire related hazards, and to fulfill the mission of the fire department. The SAFER grant provides two-year grants to assist fire departments by paying the salaries and benefits of the SAFER-funded positions. The Hobbs Fire Department wishes to apply for the funding of seven (7) firefighter positions to be funded through the SAFER grant.

Fiscal Impact:

Reviewed By: _____

Finance Department

Grant will fund total salary and benefit costs for a two year period for SAFER-funded positions. After two years, the City will be responsible for all costs associated with the positions.

Attachments:

1. Resolution
2. SAFER Frequently Asked Questions

Legal Review:

Approved As To Form: _____

M. H. Steer
City Attorney

Recommendation:

Approval of resolution and to proceed with the application for the Staffing for Adequate Fire and Emergency Response (SAFER) Grant

Approved For Submittal By:

Department Director

City Manager

**CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN**

Resolution No. _____
Ordinance No. _____
Approved _____
Other _____

Continued To: _____
Referred To: _____
Denied _____
File No. _____

CITY OF HOBBS

RESOLUTION NO. 6411

A RESOLUTION AUTHORIZING THE APPROVAL OF A GRANT APPLICATION
WITH THE DEPARTMENT OF HOMELAND SECURITY AND
THE FEDERAL EMERGENCY MANAGEMENT AGENCY FOR THE
STAFFING FOR ADEQUATE FIRE & EMERGENCY RESPONSE GRANT

WHEREAS, the Department of Homeland Security and the Federal Emergency Management Agency is responsible for the implementation and administration of the Staffing for Adequate Fire & Emergency Response Grant ("SAFER"); and

WHEREAS, the Hobbs Fire Department is eligible for funding to increase the number of firefighters to help meet industry minimum standards and to attain staffing to provide adequate protection from fire and fire related hazards, and to fulfill the mission of the fire department; and

WHEREAS, the SAFER grant provides two-year grants to assist fire departments by paying the salaries and benefits of the SAFER-funded position; and

WHEREAS, the Hobbs Fire Department wishes to apply for the funding of seven (7) firefighter positions to be funded through the SAFER grant;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the Mayor hereby authorizes the submission of the SAFER grant application through the Department of Homeland Security and the Federal Emergency Management Agency.

PASSED, ADOPTED AND APPROVED this 7th day of March, 2016.

SAM D. COBB, Mayor

Attest:

JAN FLETCHER, City Clerk

Assistance to Firefighters Grant Program (AFG)



FY 2015 Staffing for Adequate Fire and Emergency Response (SAFER)

Frequently Asked Questions (FAQs)

What is the purpose of SAFER?

The purpose of SAFER Grants is to provide funding directly to fire departments and national, state, local, or tribal organizations representing the interests of volunteer firefighters to assist them in increasing the number of firefighters to help communities meet industry minimum standards and attain 24-hour staffing to provide adequate protection from fire and fire related hazards, and to fulfill traditional missions of fire departments.

To achieve this purpose, SAFER is a competitive/discretionary grant program comprised of two categories:

- 1. Hiring of Firefighters** Grants provide financial assistance to help fire departments rehire firefighters who have been laid off, retain firefighters facing imminent layoffs, fill positions that were vacated through attrition, or hire new firefighters. The goal is to assist departments to improve or restore staffing levels to ensure they have adequate personnel to respond and safely perform at incident scenes, providing protection from fire and fire-related hazards in their communities. **This category provides two-year grants to assist fire departments by paying the salaries and benefits of the SAFER-funded positions.**
- 2. Recruitment and Retention of Volunteer Firefighters** Grants assist fire departments and national, state, local, or tribal organizations with the recruitment and/or retention of volunteer firefighters. The goal is to create a net increase in the number of trained, certified, and competent firefighters capable of safely responding to emergencies likely to occur within the fire department's geographic response area. **Recruitment and Retention Grants can have a period of performance of up to four years.**

How much funding is available for the FY 2015 SAFER Grant Program?

A total of \$340,000,000 has been appropriated for the FY 2015 SAFER Grants.

The appropriated funds are to be administered as indicated below as the result of a recommendation via the Criteria Development Panel (CDP) or as required by *Federal Fire Prevention and Control Act of 1974, as amended*:

- 10 percent is set aside for the recruitment and retention of volunteer firefighters (15 USC § 2229a(a)(2))
- No more than 33 percent of the total amount allocated for the recruitment and retention of volunteers can be awarded to national, state, local, or tribal organizations that represent the interests of volunteer firefighters (CDP)

- 10 percent is set aside for grants awarded to volunteer or majority volunteer departments for hiring of firefighters. A majority volunteer fire department is made up of more than 50 percent of personnel who do not receive financial compensation for their services, other than life, health, and worker's compensation insurance, or a nominal stipend payment, including certain paid-on-call personnel. It may be necessary to go out of rank order to select a sufficient number of applications in order to meet the 10 percent requirement. (15 USC § 2229a(a)(1)(H))

If less than 10 percent of the funds available for the hiring of firefighters are awarded to volunteer and majority volunteer fire departments, the remaining funds must be transferred to provide grants for the recruitment and retention of volunteer firefighters (15 USC § 2229a(a)(1)(H))

What is the maximum amount of funding an applicant can be awarded?

There are no annual salary limits, and there are no cost-sharing requirements for grant awards made under the FY 2015 appropriations.

Can a department apply for both SAFER Grant categories - Hiring of Firefighters and Recruitment and Retention of Volunteer Firefighters?

Yes. However, departments interested in applying for both a Hiring Grant and a Recruitment and Retention Grant must submit **two separate applications, one for each category**. Each application will require its own unique narrative statement.

Are SAFER Grants "renewable" after the period of performance?

No. SAFER is a competitive/discretionary grant program. Program funds are not renewable and funding is only available to grant recipients during the period of performance associated with the award. Current or former grant recipients do not have a competitive advantage over applicants who have not previously received a SAFER Grant award.

Is an extension to the SAFER period of performance allowable?

Extensions to the period of performance may be granted when, due to circumstances beyond the control of the grant recipient, activities associated with the award cannot be completed within the stated performance period. Extensions are not guaranteed and are not automatically approved.

Extensions will only be considered through formal requests, via the eGrants system, and must contain specific and compelling justifications as to why an extension is required.

Hiring of Firefighters

Who is eligible to apply for funding in the Hiring category?

Career, combination, and volunteer fire departments may apply for funding in the Hiring of Firefighters category.

What are eligible expenses in the Hiring category?

The only allowable costs under the Hiring of Firefighters category are salary and associated benefits (actual payroll expenses). SAFER Funding will pay for the total salary and benefit costs for each funded position.

What are some ineligible expenses in the Hiring category?

- Pre-application costs, such as grant writer fees, administrative costs, and indirect costs associated with hiring or rehiring of firefighters
- Costs to train and equip firefighters (however, the salaries and benefits of firefighters hired under the SAFER Grants funding while engaged in training are eligible if the firefighter is employed by the department)
- Uniforms and physicals
- Overtime costs (except overtime costs routinely paid as a part of the base salary or the firefighter's regularly scheduled and contracted shift hours in order to comply with the Fair Labor Standards Act [FLSA])
- Salaries and benefits of firefighters who are current employees or were hired prior to the award date (except under the retention activity)
- Costs to fund promotions (e.g., pay a current member a higher salary by placing them in a new SAFER-funded position)

What is the Period of Performance under the Hiring category?

The FY 2015 SAFER Period of Performance for the Hiring of Firefighters category is two years.

Are firefighters hired prior to an offer of award eligible under the Hiring category?

No. Firefighters hired and/or rehired prior to an offer of award are not eligible under the hiring category. The only exception is those positions funded under the retention activity.

How does SAFER define the "date of an award offer?" Is this the first day of the period of performance?

The SAFER Program defines the "date of an award offer" as the date that the award notification letter is sent to the applicant in the eGrants system.

If a SAFER-funded retention position becomes vacant, may the department fill that position with an employee who was hired prior to the offer of award?

No. If a SAFER-funded retention position becomes vacant after an offer of award, that position must be filled with a new hire – i.e., a person hired after the offer of award. This applies to all categories of SAFER Awards – new hires, rehires, attrition, and retention.

What are the requirements for the matching funds in the Hiring of Firefighters category?

There are no matching funds requirements for hiring grants.

Does a department have to retain the SAFER-funded positions after the grant concludes?

No. Awarded recipients have no obligation to retain the SAFER-funded positions after the conclusion of the period of performance for FY 2015 SAFER Awards.

What type of firefighter positions will be funded?

Only full-time firefighter positions will be funded. Full-time positions are those funded for at least 2,080 hours per year (e.g., 40 hours per week, 52 weeks per year).

As the goal of SAFER Grants is to enhance incident scene safety, all applicants must certify that the primary assignment (more than 50 percent of duties) of all SAFER-funded positions will be an operational assignment (fire suppression, including staffing a fire suppression vehicle) regardless of collateral duties.

Volunteer and mostly volunteer fire departments may hire individuals to fill officer-level positions (e.g., chief, fire inspector, training officer, safety officer, etc.) in addition to their primary operational assignment.

The grant program will consider funding job-share positions if sufficient justification is provided.

What is a job-share position?

A job-share position is a full-time position occupied by more than one person. For FY 2015, there is no cap on the number of employees who may share a single job-share position.

Can a department apply for job-share positions if it has never previously utilized job-share employees?

For applicants who are applying under the rehire, retention, and/or attrition subcategories, if the position was not job-shared when the position was vacated, then you will not be eligible to job-share the position if awarded. New job-sharing positions are only eligible for applicants applying under the new hire activity.

How much time does a department have to fill an operational position that becomes vacant?

The SAFER Program considers six months to be a reasonable time to fill an operational position that becomes vacant during the period of performance. Departments must demonstrate that they are taking active and timely steps to fill any operational positions vacated during the grant period of performance.

How much time does a department have to hire the SAFER-funded positions?

For all grant recipients awarded under the Hiring of Firefighters category, a default 180-day recruitment period begins when the application is approved for award.

The two year period of performance automatically starts after the 180-day recruitment period, regardless of whether the grant recipient has successfully hired or rehired the awarded positions.

If a grant recipient is able to rehire or hire their SAFER-funded firefighters during the 180-day recruitment period, the period of performance may begin at that time. For grant recipients awarded under the Retention activity, the period of performance can begin immediately. However, in both cases, grant recipients must submit an amendment requesting that the period of performance start before the end of the 180-day recruitment period.

Can the start date of the period of performance be delayed if a department is unable to hire the SAFER-funded positions during the 180-day recruitment period?

No. The period of performance cannot be delayed or started later than 180 days after the recruitment period.

Can grant recipients submit a payment request for pre-award expenditures?

Pre-award expenditures are not reimbursable in the Hiring category. Only costs incurred during the grant period of performance are allowable. **Firefighters hired prior to the date of award are not eligible for SAFER Funding unless the award is for the retention of firefighters.**

The 2015 SAFER Notice of Funding Opportunity (NOFO) states that grant recipients cannot layoff any firefighters during the period of performance. If the department loses positions to retirement or other attrition, must it fill those vacancies?

Yes. During the grant period of performance, recipients of the FY 2015 SAFER Hiring Grant are required to maintain their staffing at the level that existed on the date of the award offer, in addition to the SAFER-funded positions.

Once awarded, grant recipients under the Hiring of Firefighters category must submit a current (pre-SAFER) roster listing paid operational/firefighting personnel in support of NFPA 1710 or NFPA 1720, who are in full-time or job share positions on the date of the award offer. The program office will work with a grant recipient to establish the correct staffing maintenance number which combines the number of pre-SAFER and SAFER-funded positions. Once this is established, grant recipients must agree to maintain this number throughout the grant period of performance by taking active and timely steps to fill any vacancies.

Grant recipients who are unable to fill firefighting positions (due to documentable economic hardship) that are vacated through attrition (e.g., resignation, retirement) may petition FEMA for a waiver of staffing maintenance requirements. An approved waiver allows a grant recipient to decrease and reestablish the staffing maintenance number agreed to at the time of award by the number of positions that a grant recipient is unable to fill. In order to qualify for this waiver, the economic hardship must affect the entire public safety sector in a grant recipient's jurisdiction, not solely the fire department. **Waivers will not be granted for SAFER-funded positions. Grant recipients who fail to maintain this level of staffing risk losing the federal funds awarded under this grant.**

Do departments need to provide a copy of the layoff notice if they want to rehire or retain firefighters? How can an applicant attach this documentation to the online application?

Yes. Copies of the official, dated, signed and issued layoff notices that correspond to the positions being requested must be attached to the Hiring Grant application for applicants who request funds to rehire firefighters who were laid off and/or to retain firefighters at risk of layoff. When you select the Rehire and/or Retention option in the Request Details section of the application, an option will appear that directs you to attach an electronic copy of the layoff notice. The layoff notices may be in either a PDF or a Microsoft Word document. You may attach multiple documents if needed (Note: only .doc and .pdf files will be accepted).

What is the difference between the layoff notices that need to be submitted under the rehiring activity and those under the retention activity?

- **Rehiring** - Requests for grants to rehire laid-off firefighters are limited to requesting the number of firefighter positions **already lost** due to layoffs enacted within the two years prior to the start of the application (between February 22, 2014 and February 22, 2016).
- **Retention** - Requests for grants to retain firefighters who face imminent layoff are limited to those firefighters who **have been issued a formal layoff notice, prior to the start of the application period (February 22, 2016)**, that specifies a date for the layoff action that is within 120 days of the close of the application period (March 25, 2016); the layoff's must become effective on or before July 23, 2016.

A department hired firefighters with a contract that will be expiring soon. The firefighters will not be laid off, but their contracts will be terminated. Can the fire department apply for an FY 2015 SAFER Grant to keep them employed?

Yes, in this case the fire department may apply for a grant to retain the firefighters; however, you must contact the Program Office to discuss the documentation that must be included for your unique situation.

Will there be an option for third-year veteran's funding in the FY 2015 SAFER Hiring grant program?

No, there is no option for third-year veteran's funding in the FY 2015 SAFER Program.

Recruitment and Retention (R&R) of Volunteer Firefighters

Who is eligible to apply for funding in the R&R category?

Combination fire departments, volunteer fire departments, and national, state, local, or tribal organizations that represent the interests of volunteer firefighters may apply for funding in the Recruitment and Retention category. Career fire departments are ineligible to apply for funding in this category.

What are examples of eligible costs under the R&R category?

Applicants must correlate the activities for which funding is being requested and the identified recruitment or retention problems or issues being addressed. Additionally, FEMA will not fund activities if an applicant has not provided sufficient information detailing how an activity being funded will enhance recruitment and retention.

For specific examples of eligible costs, please refer to Appendix B – Programmatic Information and Priorities in FY 2015 SAFER NOFO.

What are some ineligible expenses in the R&R category?

Examples of ineligible expenses include but are not limited to the following:

- Salary and benefits for firefighters
- Fire suppression equipment or vehicles
- Fire simulators, fire evolution, or fire training props (e.g., burn trailers, forcible entry, rescue/smoke maze, flashover simulator, etc.)
- Cash payments (including gift cards) or award programs for non-operational activities
- Costs for training currently covered under the department's operating budget, such as tuition or instructor fees for department-mandated, basic-level training
- "Giveaways," such as pencils, pens, t-shirts, cups, mugs, or balloons for recruitment events

For the full list of ineligible costs, please refer Appendix B – Programmatic Information and Priorities in the FY 2015 SAFER NOFO.

How is "new recruit" defined according to the SAFER Program?

SAFER defines a "new recruit" to be a volunteer firefighter who joins the department after the date of the award offer.

Is communications equipment eligible under FY 2015 SAFER?

No. All communications equipment including cell phones, pagers, portable radios, or Computer-Aided Dispatch systems are ineligible under FY 2015 SAFER.

Can Personal Protective Equipment (PPE) be purchased under the R&R category? What are the requirements?

Yes. OSHA-required and NFPA-compliant PPE is eligible only for **new recruits only**, and reimbursement will be limited to the number of new recruits who have successfully passed an NFPA 1582-compliant physical exam and are certified as "fit for duty." Only actual costs are allowed and will be paid on a reimbursable basis; costs may be limited to reasonable amounts as determined by FEMA based on current market research. Grant recipients will be required to provide documentation of completed NFPA 1582 physicals as well as documentation, including invoices and receipts, to support the purchase of the PPE.

Please refer to Appendix B – Programmatic Information and Priorities in the FY 2015 SAFER NOFO for additional details on eligible PPE expenditures and requirements.

What activities are allowable under the R&R category for new recruits only?

PPE, station duty uniforms, and physicals are only eligible for new recruits.

What types of tuition reimbursement are ineligible?

The FY 2015 SAFER Grant does not limit the type of tuition reimbursement one can apply for, and it does not have to be related to fire science or related fields.

Do Recruitment and Retention grant recipients need to submit training certificates?

While grant recipients are not required to submit these documents, training certificates, as well as any grant-related documents, must be retained by the grant recipient for a minimum of three years after the submission of the final expenditure report.

Can a grant recipient submit a payment request for pre-award expenditures?

Generally, except for grant writer fees, pre-award expenditures are not reimbursable in the Recruitment and Retention category. Only costs incurred during the grant period of performance are allowable.

See the Pre-award Cost section in the FY 2015 NOFO for the specific requirements pertaining pre-award costs

Is there a matching funds requirement for the R&R category?

No. There is no matching funds requirement for this category and no maximum federal share limit.

Are administrative or indirect costs eligible?

Administrative or indirect costs are allowable but are limited to a **combined total** of three percent of the total awarded amount, unless a grant recipient has a previously negotiated and approved Indirect Cost Rate Agreement.

This indirect cost rate is established by a federal department or agency for the grant recipient's organization that the grant recipient uses to compute the dollar amount they can charge to the grant for indirect costs incurred

during the execution of the grant agreement. (Information about Indirect Cost Rate Agreements can be found at <http://rates.psc.gov/>.)

Prior to submitting any claims for reimbursement of indirect costs, applicants must first submit a copy of their negotiated and approved Indirect Cost Rate Agreement to FEMA for review and approval. The indirect cost rate is applicable as long as it is consistent with the established terms of the agreement.

What is a “nominal stipend?”

Nominal stipends are eligible for firefighters where the primary duty is an operational assignment (fire suppression), regardless of collateral duties. A stipend is nominal if it does not exceed 20 percent of what the fire department would otherwise pay to hire a full-time firefighter to perform the services for which the stipend is provided. The nominal stipend may include reimbursements to volunteer firefighters for approximate out-of-pocket expenses they incur. Whether a stipend falls above or below the 20 percent threshold may be determined in one of two ways. Departments that maintain paid full time firefighters on their payrolls may compare the stipend to the salary they pay a full time firefighter who performs similar services to determine whether the stipend is more or less than 20 percent of that salary. Departments that do not maintain full time firefighters on their payrolls may make the determination based on a comparison to the salary paid to a full time firefighter in a neighboring jurisdiction, elsewhere in the state, or ultimately the nation. They may also utilize data from the Department of Labor’s Bureau of Labor Statistics.

If a stipend paid exceeds 20 percent of the prevailing wage, then the firefighter receiving compensation would not qualify as a volunteer and is considered an employee who may be covered by the FLSA minimum wage and overtime provisions. Therefore they would not be eligible to receive a stipend under the grant.

How do you define a paid-on-call firefighter?

Paid-on-call firefighters are paid a stipend for each event to which they respond. Paid-on-call firefighters may be considered paid firefighters or volunteer firefighters, depending on whether the stipend they receive is nominal. A department whose membership is comprised of all volunteer firefighters, including any paid-on-call firefighters who receive only a nominal stipend, will be considered a volunteer fire department for purposes of this SAFER Program. A department whose membership is comprised of any paid-on-call firefighters who receive more than a nominal stipend will be considered a combination fire department for the purposes of this SAFER Program.

Eligibility

Who is eligible for SAFER Funding?

Eligible departments or organizations are limited to one application for Recruitment and Retention and/or one application for Hiring per application period. Your organization type determines your eligibility for SAFER application categories.

Entity	Volunteer Fire Departments	Combination Fire Departments	Career Fire Departments	National, state, local, or tribal volunteer firefighter interest organizations
Hiring of Firefighters category	✓	✓	✓	
Recruitment and Retention of Volunteer Firefighters category	✓	✓		✓

Can a career fire department apply under the Recruitment and Retention of Volunteer Firefighters category?

No. Career fire departments are not eligible for funds in the Recruitment and Retention category. They are only eligible for funding in the Hiring of Firefighters category.

I represent a volunteer firefighter interest organization that received a Fire Prevention and Safety (FP&S) Grant. Are we eligible for a SAFER Grant also?

Yes. National, state, local, or tribal volunteer firefighter interest organizations that represent the interests of volunteer firefighters are eligible to receive funding under the Recruitment and Retention of Volunteer Firefighters category regardless of whether they received a FP&S Grant. However, these organizations are not eligible for funding in the Hiring of Firefighters Category.

If my fire department was recently awarded an AFG Grant, can we still apply for SAFER?

Yes. While the SAFER Grants and the Assistance to Firefighters Grants (AFG) are administered by the same office, there are no restrictions with respect to having concurrent awards.

Is an independent rescue squad or emergency medical services unit eligible for SAFER Funding?

No. Independent rescue squads or emergency medical services unit are not eligible for SAFER Funding. Only fire departments and national, state, local, or tribal volunteer firefighter interest organizations are eligible for SAFER Grants.

If my department was awarded a prior-year SAFER Grant that still has an active performance period, is it eligible to apply for a SAFER Grant this year?

Yes. Applicants are eligible to receive more than one SAFER Award. Applicants wishing to apply for additional grants are subject to the same guidelines and requirements as discussed in the FY 2015 SAFER NOFO and must indicate if the activities they are requesting are new initiatives or if they are building upon the previously awarded program. The grant activities requested in the new application should supplement the current award and cannot be for the same activities for the same members as the currently awarded SAFER Grant.

Definition of Applicant Types

How do I determine whether I represent a volunteer, combination, or career fire department?

- A volunteer fire department has an all-volunteer force of firefighting personnel. For a fire department to have an all-volunteer force, no member may receive financial compensation (in the form of salary or wages) for their

services other than life and health insurance, workers' compensation insurance, and/or a nominal stipend per call. FEMA considers a department to be majority volunteer if more than 50 percent of its membership is made up of personnel who do not receive financial compensation for services.

- A **career department** has an all-paid force of firefighting personnel other than paid-on-call firefighters (fire departments that provide reimbursement on a paid-on-call basis are considered to be a combination fire department for the purposes of this program).
- A **combination department** has paid firefighting personnel and volunteer firefighting personnel. At a minimum, a combination fire department must have at least one active firefighter who receives financial compensation for services (including paid-on-call) and/or at least one active firefighter who does not receive financial compensation for services other than life, health, and workers' compensation insurance. Additionally, a department whose membership is comprised of paid-on-call firefighters is considered a combination fire department for the purposes of this program.

How do you define a national, state, local, or tribal volunteer firefighter interest organization?

These are defined as organizations that support or represent the interests of firefighters in front of legislative bodies at the local, state, tribal, and federal level. Such organizations include, but are not limited to, state or local firefighter and/or fire chiefs' associations, volunteer firefighter relief organizations, and associations. FEMA shall make the final determination as to whether an applicant is an appropriate volunteer firefighter interest group.

The SAFER Grants prohibit "for-profit" organizations from applying for grant funding. How do I determine if my department is for-profit?

If you are a municipally-based organization, (i.e., an organization providing services on behalf of a governmental entity), or if you are registered with the IRS as a 501(c)(3) corporation, you are NOT a for-profit organization and are therefore eligible to receive SAFER Funding.

Completing the Application

When can I apply?

Applications will be accepted only from 8:00 a.m. **Monday, February 22, 2016** until 5:00 p.m. Eastern Standard Time (EST) on **Friday, March 25, 2016**.

When is the grant application due?

The application deadline is **March 25, 2016**. Applications must be received by 5:00 p.m. EST. Applications received after the close of the application period will not be accepted.

How do I access the FY 2015 SAFER eGrant application?

Applications under the FY 2015 SAFER will only be accessible at <https://portal.fema.gov>. The application will also be linked via the US Fire Administration's (USFA) Website <http://www.usfa.fema.gov> and the Grants.gov Website <http://www.grants.gov>.

Can I apply for the FY 2015 SAFER Grant using a paper application process?

No. All FY 2015 SAFER applications must be completed online through the eGrants system.

Regional Applications

Who may apply for a regional grant?

Eligible volunteer and combination fire departments may apply for regional grants in the Recruitment and Retention Category if their request will have an impact beyond the immediate boundaries of the applicant's first-due area. An eligible applicant will serve as the "host applicant" and apply on behalf of the other fire departments benefitting from the grant.

Note: The Hiring of Firefighters category is not eligible as a regional project.

I'm planning to submit an application as the host department for a regional project. How do I answer the questions in the Applicant Characteristics sections of the online application?

When completing the Request Details and Narrative Statement sections of the application, the applicant must include a list of participating third-party organizations that will benefit if awarded. In completing the Applicant Characteristics sections of the application, the regional applicant must include data that approximates the characteristics of all fire departments affected by the grant.

I'm applying as the host for a regional project, but I also have needs in my own department. Can I include my own department needs in the application?

Yes. An eligible applicant may act as a "host applicant" and apply for support of both a regional initiative and its own department's internal needs on one application.

A regional host must include a list of all the participating organizations benefitting from a proposed regional project, and provide clear and detailed information on which activities are regional specific versus those that are host specific.

If awarded, the host applicant must agree to be responsible for all aspects of the grant. This includes, but is not limited to, accountability for the assets and all reporting requirements. Regional host applicants and participating partner agencies must execute a Memorandum of Understanding (MOU) or equivalent document, signed by all parties participating in the award, prior to submitting an application under the Regional Program activities.

Technical Assistance for Applicants

Where can I obtain technical assistance in filling out the application?

The SAFER Program Help Desk at (866) 274-0960 will be available to provide technical assistance with completing your SAFER Application.

Normal business hours for the Help Desk are Monday through Friday from 8:00 a.m. to 4:30 p.m. Eastern Time. During the application period, **February 22, 2016 - March 25, 2016**, the Help Desk will be staffed between the hours of 8:00 a.m. and 4:30 p.m. EST, Monday through Friday; and until 5:00 p.m. EST on **March 25, 2016**. However, these hours may change as the application period progresses. The toll-free number also accepts voicemail messages after hours or if the line is busy. In addition, questions may be faxed to (866) 274-0942 or e-mailed to FireGrants@dhs.gov.

What is the "Request Details" section of the application?

The Request Details section is where applicants answer activity specific questions and enter the budget details of their grant proposal.

Do I need to register in SAM.gov?

Yes. Per 2 CFR § 25.205, SAM registration is required to receive a SAFER Grant Award. SAM registration is only active for one year and must be renewed annually; therefore, please ensure that your entity has a valid and active registration in SAM.gov prior to submitting your application.

Payments and amendments are also contingent on the information provided in SAM, so it is imperative that the information in the application is correct, current, and matches the information in SAM.gov. Please ensure that your organization's name, address, DUNS number, and EIN are up to date in SAM, and that the DUNS number used in SAM is the same one used to apply for all other FEMA awards.

Please also refer to the SAM.gov Get Ready Guide available on the AFG Website at <http://www.fema.gov/welcome-assistance-firefighters-grant-program> for additional assistance.

National Standards for SAFER

What standards does SAFER involve?

The industry minimum standards to be addressed by SAFER are the staffing and deployment sections of: **NFPA 1710, Section 5.2.4.2 (Initial Full Alarm Assignment Capability)**, which primarily applies to all-career fire departments and at the combination department's election; and **NFPA 1720 Section 4.3 (Staffing and Deployment)**, which primarily applies to all-volunteer fire departments and combination departments that do not elect to comply with NFPA 1710. The NFPA established a link providing information regarding these standards: www.nfpa.org/SAFERActGrant.

NFPA 1001

Standard for Firefighter Professional Qualifications (FFI and II)

This standard identifies the minimum job performance requirements for career and volunteer firefighters whose duties are primarily structural in nature. The purpose of this standard is to specify the minimum job performance requirements for firefighters. It is not the intent of the standard to restrict any jurisdiction from exceeding these requirements.

NFPA 1582

Standard on Comprehensive Occupational Medical Program for Fire Departments

To help fire departments ensure that personnel are medically capable of performing their required duties, the 2013 NFPA 1582 incorporates current research and knowledge to present the latest provisions for a comprehensive occupational medical program. The Standard provides separate chapters for the medical evaluation of candidates/prospective employees and for the occupational medical and fitness evaluations for fire department members. Requirements are equated against the essential job tasks based on several NFPA Professional Qualification Standards and apply to career, volunteer, private, industrial, governmental, and military fire departments. For

specific physical requirements, Recruitment and Retention applicants should refer to NFPA 1582 Chapter 6, Medical Evaluations of Candidates 6.1 and Chapter 9, Essential Job Tasks — Specific Evaluation of Medical Conditions in Members (<http://www.nfpa.org/freeaccess>).

National Fire Incident Reporting System (NFIRS)

Do applicants who apply for a SAFER Grant have to report to the National Fire Incident Reporting System (NFIRS)?

No. FEMA does not require FY 2015 SAFER Applicants to report to NFIRS.

National Incident Management System (NIMS)

Do fire departments that receive SAFER Grants have to comply with the requirements of the National Incident Management System (NIMS)?

Yes. Any applicant who receives an FY 2015 SAFER Award must achieve the level of NIMS compliance required by the authority having command and control jurisdiction over the applicant's emergency service operations, prior to the end of the grant's period of performance. SAFER applicants are not required to be in compliance with the National Incident Management System (NIMS), either to apply for SAFER Funding or to receive a SAFER Award.

For Regional applications, are all of the benefiting fire departments required to be NIMS compliant or just the host applicant?

All departments receiving equipment or services from a regional SAFER Grant must be compliant with all local edicts regarding NIMS.



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 7, 2016

SUBJECT: Approval of a Professional Services Agreement with Friends of the Hobbs Public Library, Inc.

DEPT. OF ORIGIN: Legal Department
DATE SUBMITTED: March 1, 2016
SUBMITTED BY: Michael H. Stone, City Attorney

Summary:

The Friends of the Hobbs Public Library, Inc. ("Friends of the Library") is a non-profit entity working to benefit the Hobbs Public Library in consultation with the Library Director. This Professional Services Agreement allows Friends of the Library to maintain a small office space in the Library. Friends of the Library sells used books from the space, utilizes the space as an office and its volunteers assist Library personnel under the direction of the Library Director. The agreement requires Friends of the Library to maintain liability insurance. The City provides all utilities, maintenance and janitorial services. The agreement is on a year-to-year basis and the office is subject to space requirements at the Library.

Fiscal Impact:

There is no significant fiscal impact

Reviewed By: _____

[Signature]
Finance Department

Attachments:

Professional Services Agreement

Legal Review:

Approved As To Form: _____

[Signature]
City Attorney

Recommendation: The Commission should approve the Professional Services Agreement

Approved For Submittal By:

[Signature]

Department Director

[Signature]
City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

Resolution No. _____	Continued To: _____
Ordinance No. _____	Referred To: _____
Approved _____	Denied _____
Other _____	File No. _____

PROFESSIONAL SERVICES AGREEMENT

CITY OF HOBBS - FRIENDS OF THE HOBBS PUBLIC LIBRARY, INC.

2016-17

WHEREAS, Section 3-17-1, NMSA 1978, provides that cities are granted those powers necessary and proper to provide for the safety, preserve the health, promote the prosperity and improve the morals, order, comfort and convenience of the City and its inhabitants; and

WHEREAS, the City Commission of the City of Hobbs, Lea County, New Mexico, has determined that the services to be provided by the contracting party pursuant to this Agreement are needed by certain segments of the population of the City and are necessary to contribute to the quality of life of the citizens of the City of Hobbs; and

WHEREAS, the City of Hobbs, through its management staff, and pursuant to Section 13-1-126, NMSA 1978, as amended, has conducted a good faith review of available sources and resources within Lea County and has determined that there is only one source within Lea County for the services needed.

NOW, THEREFORE, the City of Hobbs (hereinafter referred to as "City") and Friends of the Library (hereinafter referred to as "Friends of the Library") hereby do agree as follows:

1.0 SCOPE OF SERVICES

1.1 Friends of the Library will provide the following services:

1.1.1 Conduct various service oriented projects that benefit the Hobbs Public Library in consultation with the Library Director;

1.1.2 Friends of the Library may conduct used book sales (the sale of books owned by Friends of the Library) and may provide funds/services to City to enhance the Library's collections, underwrite special programming and will advocate for the greater use and needs of the City library.

1.1.3 Friends may assist Library staff at various times and various projects under the supervision and direction of the Library Director.

1.1.4 The Library Director shall at all times have oversight and discretion as to the projects and roles Friends of the Library provide to the Hobbs Library.

1.2 All persons retained by Friends of the Library to provide the services required by this Agreement shall be employees, volunteers or contractors of Friends of the Library, which shall be solely responsible for their acts and omissions, as well as all compensation, taxes and benefits associated with their work for Friends of the Library.

1.3 It is expressly understood and acknowledged that Friends of the Library is an independent contractor, that it is not an instrumentality, agent or employee of City, and that it will not so represent itself to the public. The volunteers of Friends of the Library are not entitled to any benefit that an employee of the City of Hobbs may be entitled.

1.4 This Agreement shall not preclude funding or other contracts from other sources.

2.0 SPACE AGREEMENT

2.1 City shall provide Friends of the Library a room (room 10) in which to operate on a year-to-year basis, subject to space requirements of the City Library. No modifications of the space will be made without approval of the Library Director and the General Services Director. City shall provide a sign for said room that will be consistent with the design of the Library. No other sign may be utilized on the walls or door without approval of the Library Director. The door shall be keyed with a lock that may be opened with a master key. The City may have access to the room with a master key at any time. Friends may utilize the room only during Library hours. City shall provide all utilities, including maintenance and janitorial services.

2.2 Friends of the Library shall make no claim against City for any expense incurred by it in providing the services required by this Agreement. Specifically, Friends of the Library shall make no claim against City for travel expense, duplication costs, telephone costs, secretarial assistance, office supplies or any other cost not specifically allowed herein.

2.3 This Agreement for services is to cover City's fiscal year, beginning March 1, 2016, and ending June 30, 2017. Friends of the Library shall not be entitled to future contracts or other funding in future fiscal years by virtue of entering into this Agreement.

3.0 INSURANCE

Friends of the Library shall provide the City of Hobbs with a Certificate of Insurance naming the City of Hobbs as an additional insured on a general liability insurance policy. Said policy shall have an insurance amount of \$1,000,000.00.

4.0 MISCELLANEOUS PROVISIONS

4.1 Friends of the Library shall timely notify City of any change as to its principal place of business, the identity of all its directors and officers, any change of its corporate status, any change of its tax-exempt status with the Internal Revenue Service, any change in programming and any pending litigation or asserted claims or any other matter that might affect the continued rendition of services to City residents under this Agreement.

4.2 Friends of the Library represents and warrants that the information given to City in support of its request for funding is true and correct; further, that its staff is competent to render the services which are the subject of this Agreement, and finally, that there is no other provider in Lea County of the kind of services contemplated by this Agreement.

4.4 Friends of the Library agree to abide by all state and federal rules, regulations and statutes pertaining to equal opportunity. In accordance with these laws and regulations, Friends of the Library agree to assure that no person shall, on the grounds of race, color, national origin, sex, age, handicap or medical condition, be excluded from participation in programs and services to be rendered by Friends of the Library pursuant to this Agreement.

4.5 Friends of the Library shall give City prompt and timely notice of any claim made or suit instituted against Friends of the Library which may in any way, directly or indirectly, contingently or otherwise, result in a judgment against City. Friends of the Library agrees to and shall indemnify, defend and hold the City, the City Commission of the City of Hobbs, its individual commissioners, its officers, employees and agents harmless from any and all causes of action, suits, claims, judgments, losses, costs, expenses and liens, of every kind and nature, including but not limited to court costs and reasonable attorneys' fees arising or alleged to have arisen out of performance of Friends of the Library rendition of services or failure to render services pursuant to this Agreement, any breach of this Agreement or any bodily damages and/or death sustained by any of its volunteers/members while volunteering for the Library.

4.6 This Agreement shall be construed pursuant to the laws of the State of New Mexico and any legal cause of action shall be initiated in the State district Court of Lea County, New Mexico. The parties represent that the requirements of the New Mexico Procurement Code have been met as a prerequisite for entering into this Agreement. They further agree that any changes or modifications to this Agreement suggested or required by any supervising state entity, such as the New Mexico Attorney General's office or the New Mexico Department of Finance and Administration, shall be made in order to fully comply with the law as such agencies might interpret and define it to the parties. City may cancel this Agreement without further responsibility to provide services on behalf of Friends of the Library if the legality of such is challenged.

4.7 If Friends of the Library obtains an audit or other type of financial review of its affairs, then City shall receive a copy of same. This provision does not otherwise obligate Friends of the Library to secure such services. City shall be entitled to a detailed current income/expense statement upon written request.

4.8 This is a personal services contract and neither City nor Friends of the Library may assign this Agreement, or any interest herein, without prior written approval of the other.

4.9 This Agreement reflects all covenants, understandings and agreements between the parties. This Agreement may not be altered except by another writing signed by both parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement this _____ day of _____, 2016.

ATTEST:

THE CITY OF HOBBS, NEW MEXICO

JAN FLETCHER, City Clerk

By: _____
SAM D. COBB, Mayor

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

MICHAEL H. STONE, City Attorney

TOBY SPEARS, Finance Director

SANDY FARRELL, Library Director

ATTEST:

FRIENDS OF THE HOBBS PUBLIC
LIBRARY INC.

Lou Allen, Secretary

By: _____
Kay Hannum, President
P.O. Box 5041
Hobbs, New Mexico 88241



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 7, 2016

SUBJECT: RESOLUTION TO APPROVE THE PRELIMINARY AND FINAL PLAN FOR SAUCEDO SUBDIVISION AS RECOMMENDED BY THE PLANNING BOARD. Located southwest of the intersection of Illinois Street and Jennifer (private roadway) within the extra-territorial platting jurisdiction of the City of Hobbs, submitted by property owners Pedro Saucedo Jr., Delfino Molina and Hilaria Molina.

DEPT. OF ORIGIN: Planning Division
DATE SUBMITTED: February 29, 2016
SUBMITTED BY: Kevin Robinson - Planning Department

Summary: The Preliminary & Final Plan for Saucedo Subdivision is submitted by property owners Pedro Saucedo Jr., Delfino Molina and Hilaria Molina. The proposed subdivision is located southwest of the intersection of Illinois Street, an unimproved county maintained dedicated roadway, and Jennifer, an unimproved private roadway, and within the extra-territorial platting jurisdiction of the City of Hobbs. The proposed subdivision encompasses +/- 44.33 acres and will contain 4 lots. The Planning Board reviewed this subdivision on February 16, 2016 and voted 5 to 0 to recommend approval.

Fiscal Impact:

Reviewed By: [Signature]
Finance Department

This subdivision is located within the Extraterritorial Jurisdiction of the City of Hobbs; each structure will be served by domestic water wells and private sewer systems. Lea County will assume maintenance of any infrastructure dedicated upon their acceptance of the same.

Attachments: Resolution, Preliminary\Final Plan, Planning Board Minutes.

Legal Review:

Approved As To Form: [Signature]
City Attorney

Recommendation:

Consideration of Approval of the Resolution to approve the Preliminary\Final Plan for Saucedo Subdivision, as recommended by the Planning Board.

Approved For Submittal By:

[Signature] Department Director
[Signature] City Manager

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COMMISSION ACTION TAKEN

Resolution No. _____ Continued To: _____
Ordinance No. _____ Referred To: _____
Approved _____ Denied _____
Other _____ File No. _____

CITY OF HOBBS

RESOLUTION NO. 6412.

A RESOLUTION APPROVING THE PRELIMINARY AND FINAL PLAN OF SAUCEDO SUBDIVISION, AS RECOMMENDED BY THE PLANNING BOARD.

WHEREAS, property owners Pedro Saucedo Jr., Delfino Molina and Hilaria Molina have submitted a Preliminary and Final Plan for Saucedo Subdivision, for review by the City Planning Board; and

WHEREAS, the subdivision's Preliminary and Final Plan was reviewed and recommended for approval by the Hobbs Planning Board at the February 16, 2016 meeting.

NOW, THEREFORE BE IT RESOLVED BY THE GOVERNING BOARD OF THE CITY OF HOBBS, NEW MEXICO, that

1. The City of Hobbs hereby grants Preliminary and Final Plan Approval to Saucedo Subdivision, as recommended by the Planning Board; and
2. The City officials and staff are directed to do any and all acts necessary to carry out the intent of this Resolution.

PASSED, ADOPTED AND APPROVED this 7th day of March, 2016.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, CITY CLERK

SAUCEDO SUBDIVISION

A LEA COUNTY TYPE 3A SUBDIVISION WITHIN THE CITY OF HOBBS TERRITORIAL JURISDICTION
 LOCATED IN THE SE1/4 OF THE SE1/4 OF SECTION 35, T17S, R37E, N.M.P.M., LEA COUNTY, NEW MEXICO

Show county setback requirements on lots created: 25' from PL adjacent to minor roadway, 35' from PL adjacent to Qtr. Sections and 45' from PL adjacent to Section Line. Interior lot line setbacks should be 5' from PL.

CERTIFICATE OF APPROVAL LEA COUNTY PLANNING AND ZONING BOARD

Be it known that this subdivision plat was submitted to the Lea County Planning and Zoning Board, New Mexico assembled at a meeting on the _____ day of _____, 20____, and was unanimously approved and accepted by a majority of the members of the said board.

In witness whereof the Planning and Zoning Board of Lea County, New Mexico has caused this instrument to be signed on its behalf by its chairman and attested by the County Clerk of Lea County, New Mexico on this _____ day of _____, 20____.

Address: Planning and Zoning Board
 Lea County, New Mexico

Pat Chappell, County Clerk
 Kellie Windsor, Chairman

ACKNOWLEDGMENT
 State of New Mexico:
 County of Lea

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by the above County Clerk and Chairman of the Planning and Zoning Board.

Witness my hand and official seal this day and year last above written.

My Commission Expires _____

Notary Public _____

CERTIFICATE OF MUNICIPAL APPROVAL

I, Keith 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 _____, 20____.

Keith Robinson, Development Director

Jan Fletcher, City Clerk

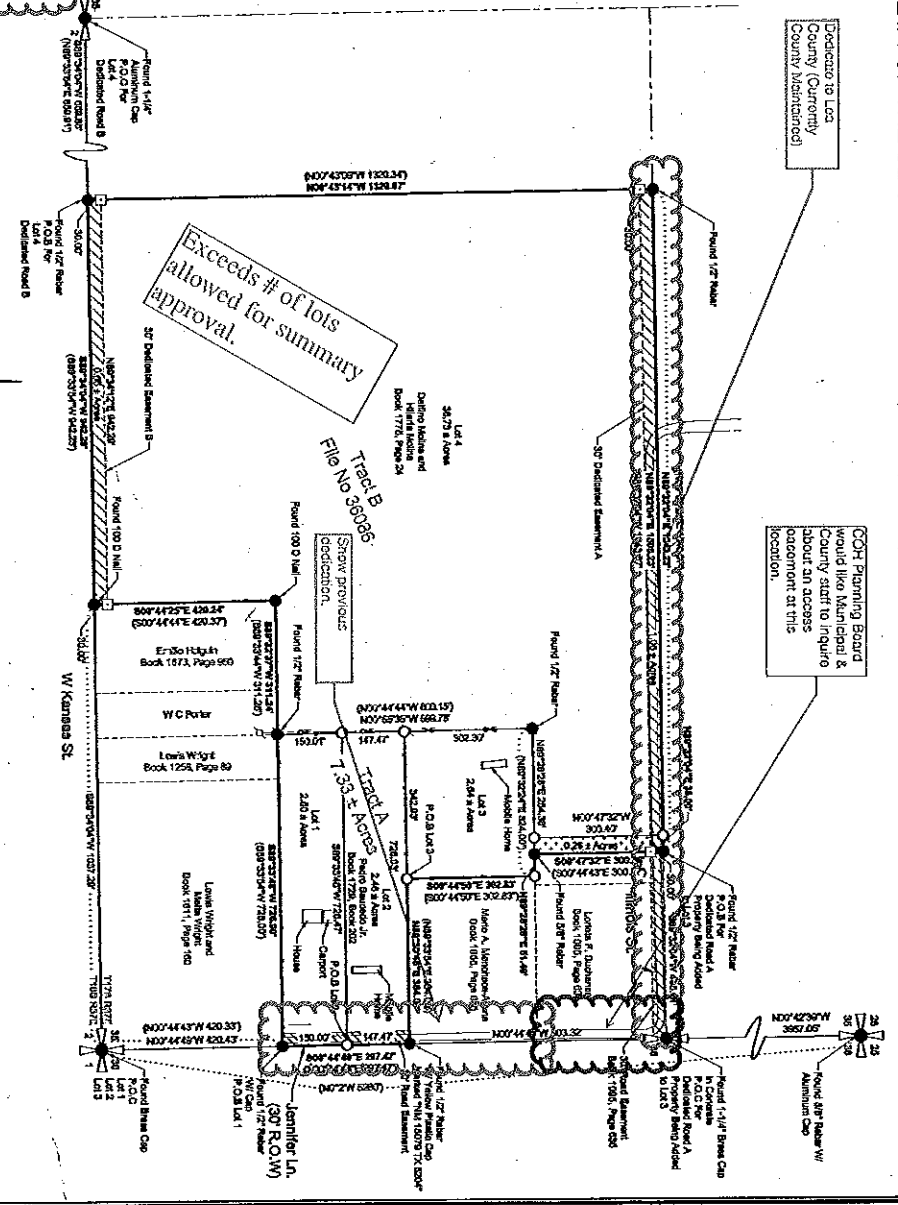
ACKNOWLEDGMENT
 State of New Mexico:
 County of Lea

On this _____ day of _____, 20____, before me, Keith Robinson and Jan Fletcher to me known to be the persons whose names are subscribed to the foregoing instrument and acknowledged that they executed the same as their free act and deed.

Witness my hand and official seal this day and year last above written.

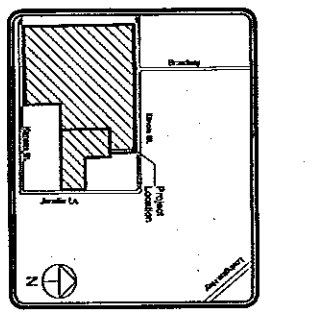
My Commission Expires _____

Notary Public _____



BAISIS OF BEARING

The basis of bearing for this survey is Grid North, based on the New Mexico State Plane, Coordinate System, East Zone, as determined by GPS/GNSS observations. Ground conditions are modified by sailing about a control point located at N26°47'03.0467" W103°10'44.5782" by a combined scale factor of 0.999823207. True north can be obtained by applying a convergence angle of 0.999823207 at the Point of Beginning.



LEGEND

	Point of Beginning
	Right-of-Way
	Easement
	Survey Boundary
	Section Corner
	Quarter Section Corner
	Calculated Point
	Power Pole
	Section Line
	Property Line
	Overlaid Section Line
	Property Being Added to Lot 3
	Measurement Bearing and Distance
	Record Bearing and Distance

SAUCEDO SI
 OF
 PLA
 FOR
 PEDRO SAU

PROJECT NUMBER: 2015.

SHEET: 1 of 1

REVISIONS:

NO.	DATE	REVISION

OWNER: Pedro Saucedo Jr., Delino Medina and Hill

LOCATION: Located SE1/4 of SE1/4, T17S, R37E, N.M.P.M., New Mexico

INDEXING INFO FOR COUNT:

PROJECT SUPERVISOR: M. Kowal

DRAWN BY: D. TWIN

ENGINEERING / SURVEYING QUALITY: M.O.E. Nampyo, Suite 100, He T. 575.535.8527 F. 575.535.8527

PET & ASSOCIATES

RECORD DESCRIPTION - PER DEED BOOK 1774, PAGE 244

NEW DESCRIPTION LOT 1
 A tract of land located in the Southeast Quarter of the Southwest Quarter of Section 35, T17S, R27E, N41P.M., LaSalle County, New Mexico, containing 1/2 Section 35, being more particularly described by means and bounds as follows:
 Beginning at a 1/2" nailer w/PC cap marked "N41 15079 TX 6204" set on the East line of said Section 35 and being the Southeast corner of the tract which lies N07°44'43"N - 420.33 feet to a brass cap found as the Southwest corner of said Section 35; thence S89°35'44"W - 728.00 feet to a 1/2" nailer w/PC cap marked "N41 15079 TX 6204" set as the Southwest corner of this tract; thence N07°44'43"N - 800.15 feet to a 1/2" nailer w/PC cap marked "N41 15079 TX 6204" set as the Northwest corner of this tract; thence N89°32'24"E - 524.00 feet to a 1/2" nailer w/PC cap marked "N41 15079 TX 6204" set as a corner of this tract; thence S89°32'24"E - 524.00 feet to a 1/2" nailer w/PC cap marked "N41 15079 TX 6204" set as a corner of this tract; thence N07°44'43"N - 420.33 feet to a 1/2" nailer w/PC cap marked "N41 15079 TX 6204" set on the East line of said Section 35; thence S00°44'43"E - 287.47 feet along the East line of said Section 35 to the point of beginning. The East side being subject to a 30 foot road easement.

NEW DESCRIPTION LOT 2
 A tract of land located in the SE1/4 of the SE1/4 of Section 35, T17S, R27E, N41P.M., LaSalle County, New Mexico and being more particularly described by means and bounds as follows:
 Commencing at a found brass cap, being the southeast corner of Section 35; thence N07°44'43"N along the east line of Section 35 to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set on the East line of said Section 35; thence S89°35'44"W - 728.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as the Southwest corner of this tract; thence N07°44'43"N - 800.15 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as the Northwest corner of this tract; thence N89°32'24"E - 524.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as a corner of this tract; thence S89°32'24"E - 524.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as a corner of this tract; thence N07°44'43"N - 420.33 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set on the East line of said Section 35; thence S00°44'43"E - 287.47 feet along the East line of said Section 35 to the point of beginning. The East side being subject to a 30 foot road easement.

NEW DESCRIPTION LOT 3
 A tract of land located in the SE1/4 of the SE1/4 of Section 35, T17S, R27E, N41P.M., LaSalle County, New Mexico and being more particularly described by means and bounds as follows:
 Commencing at a found brass cap, being the southeast corner of Section 35; thence N07°44'43"N along the east line of Section 35 to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set on the East line of said Section 35; thence S89°35'44"W - 728.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as the Southwest corner of this tract; thence N07°44'43"N - 800.15 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as the Northwest corner of this tract; thence N89°32'24"E - 524.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as a corner of this tract; thence S89°32'24"E - 524.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as a corner of this tract; thence N07°44'43"N - 420.33 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set on the East line of said Section 35; thence S00°44'43"E - 287.47 feet along the East line of said Section 35 to the point of beginning. The East side being subject to a 30 foot road easement.

NEW DESCRIPTION LOT 4
 A tract of land located in the SE1/4 of the SE1/4 of Section 35, T17S, R27E, N41P.M., LaSalle County, New Mexico and being more particularly described by means and bounds as follows:
 Commencing at a found brass cap, being the southeast corner of Section 35; thence N07°44'43"N along the east line of Section 35 to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set on the East line of said Section 35; thence S89°35'44"W - 728.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as the Southwest corner of this tract; thence N07°44'43"N - 800.15 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as the Northwest corner of this tract; thence N89°32'24"E - 524.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as a corner of this tract; thence S89°32'24"E - 524.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as a corner of this tract; thence N07°44'43"N - 420.33 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set on the East line of said Section 35; thence S00°44'43"E - 287.47 feet along the East line of said Section 35 to the point of beginning. The East side being subject to a 30 foot road easement.

RECORD DESCRIPTION - PER DEED BOOK 1774, PAGE 244
 Tract B of the LaSalle County Plat of Exemption Plat as shown under File No. 30086, LaSalle County Records, LaSalle County, New Mexico and being more particularly described as follows:
 Beginning at a 1/2" nailer w/PC cap marked "N41 15079 TX 6204" set on the East line of said Section 35; thence N07°44'43"N - 420.33 feet to a brass cap found as the Southwest corner of the tract which lies N07°44'43"N - 420.33 feet to a brass cap found as the Southwest corner of this tract; thence S89°35'44"W - 728.00 feet to a 1/2" nailer w/PC cap marked "N41 15079 TX 6204" set as the Southwest corner of this tract; thence N07°44'43"N - 800.15 feet to a 1/2" nailer w/PC cap marked "N41 15079 TX 6204" set as the Northwest corner of this tract; thence N89°32'24"E - 524.00 feet to a 1/2" nailer w/PC cap marked "N41 15079 TX 6204" set as a corner of this tract; thence S89°32'24"E - 524.00 feet to a 1/2" nailer w/PC cap marked "N41 15079 TX 6204" set as a corner of this tract; thence N07°44'43"N - 420.33 feet to a 1/2" nailer w/PC cap marked "N41 15079 TX 6204" set on the East line of said Section 35; thence S00°44'43"E - 287.47 feet along the East line of said Section 35 to the point of beginning. The East side being subject to a 30 foot road easement.

DEDICATED EASEMENT A
 A tract of land located in the SE1/4 of the SE1/4 of Section 35, T17S, R27E, N41P.M., LaSalle County, New Mexico and being more particularly described by means and bounds as follows:
 Commencing at a found 1-1/4" brass cap, being the Northwest corner of the Southeast Quarter of Section 35; thence N89°32'24"E - 524.00 feet along the north line of said Section 35 to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set on the East line of said Section 35; thence S89°35'44"W - 728.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as the Southwest corner of this tract; thence N07°44'43"N - 800.15 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as the Northwest corner of this tract; thence N89°32'24"E - 524.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as a corner of this tract; thence S89°32'24"E - 524.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as a corner of this tract; thence N07°44'43"N - 420.33 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set on the East line of said Section 35; thence S00°44'43"E - 287.47 feet along the East line of said Section 35 to the point of beginning. The East side being subject to a 30 foot road easement.

DEDICATED EASEMENT B
 A tract of land located in the SE1/4 of the SE1/4 of Section 35, T17S, R27E, N41P.M., LaSalle County, New Mexico and being more particularly described by means and bounds as follows:
 Commencing at a found 1-1/4" brass cap, being the Northwest corner of the Southeast Quarter of Section 35; thence N89°32'24"E - 524.00 feet along the north line of said Section 35 to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set on the East line of said Section 35; thence S89°35'44"W - 728.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as the Southwest corner of this tract; thence N07°44'43"N - 800.15 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as the Northwest corner of this tract; thence N89°32'24"E - 524.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as a corner of this tract; thence S89°32'24"E - 524.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as a corner of this tract; thence N07°44'43"N - 420.33 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set on the East line of said Section 35; thence S00°44'43"E - 287.47 feet along the East line of said Section 35 to the point of beginning. The East side being subject to a 30 foot road easement.

NEW DESCRIPTION LOT 4

A tract of land located in the SE1/4 of the SE1/4 of Section 35, T17S, R27E, N41P.M., LaSalle County, New Mexico and being more particularly described by means and bounds as follows:
 Commencing at a found 1-1/4" brass cap, being the Northwest corner of the Southeast Quarter of Section 35; thence N89°32'24"E - 524.00 feet along the north line of said Section 35 to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set on the East line of said Section 35; thence S89°35'44"W - 728.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as the Southwest corner of this tract; thence N07°44'43"N - 800.15 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as the Northwest corner of this tract; thence N89°32'24"E - 524.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as a corner of this tract; thence S89°32'24"E - 524.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as a corner of this tract; thence N07°44'43"N - 420.33 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set on the East line of said Section 35; thence S00°44'43"E - 287.47 feet along the East line of said Section 35 to the point of beginning. The East side being subject to a 30 foot road easement.

DESCRIPTION OF PROPERTY BEING ADDED TO LOT 3 FROM TRACT B
 A tract of land located in the SE1/4 of the SE1/4 of Section 35, T17S, R27E, N41P.M., LaSalle County, New Mexico and being more particularly described by means and bounds as follows:
 Commencing at a found 1-1/4" brass cap, being the Northwest corner of the Southeast Quarter of Section 35; thence N89°32'24"E - 524.00 feet along the north line of said Section 35 to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set on the East line of said Section 35; thence S89°35'44"W - 728.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as the Southwest corner of this tract; thence N07°44'43"N - 800.15 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as the Northwest corner of this tract; thence N89°32'24"E - 524.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as a corner of this tract; thence S89°32'24"E - 524.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as a corner of this tract; thence N07°44'43"N - 420.33 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set on the East line of said Section 35; thence S00°44'43"E - 287.47 feet along the East line of said Section 35 to the point of beginning. The East side being subject to a 30 foot road easement.

DEDICATED EASEMENT B
 A tract of land located in the SE1/4 of the SE1/4 of Section 35, T17S, R27E, N41P.M., LaSalle County, New Mexico and being more particularly described by means and bounds as follows:
 Commencing at a found 1-1/4" brass cap, being the Northwest corner of the Southeast Quarter of Section 35; thence N89°32'24"E - 524.00 feet along the north line of said Section 35 to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set on the East line of said Section 35; thence S89°35'44"W - 728.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as the Southwest corner of this tract; thence N07°44'43"N - 800.15 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as the Northwest corner of this tract; thence N89°32'24"E - 524.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as a corner of this tract; thence S89°32'24"E - 524.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as a corner of this tract; thence N07°44'43"N - 420.33 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set on the East line of said Section 35; thence S00°44'43"E - 287.47 feet along the East line of said Section 35 to the point of beginning. The East side being subject to a 30 foot road easement.

DEDICATED EASEMENT A
 A tract of land located in the SE1/4 of the SE1/4 of Section 35, T17S, R27E, N41P.M., LaSalle County, New Mexico and being more particularly described by means and bounds as follows:
 Commencing at a found 1-1/4" brass cap, being the Northwest corner of the Southeast Quarter of Section 35; thence N89°32'24"E - 524.00 feet along the north line of said Section 35 to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set on the East line of said Section 35; thence S89°35'44"W - 728.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as the Southwest corner of this tract; thence N07°44'43"N - 800.15 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as the Northwest corner of this tract; thence N89°32'24"E - 524.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as a corner of this tract; thence S89°32'24"E - 524.00 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set as a corner of this tract; thence N07°44'43"N - 420.33 feet to a found 1/2" nailer with cap marked "N41 15079 TX 6204" set on the East line of said Section 35; thence S00°44'43"E - 287.47 feet along the East line of said Section 35 to the point of beginning. The East side being subject to a 30 foot road easement.

CERTIFICATE OF SURVEY
 I, William M. Hilda, III, New Mexico Professional Surveyor, hereby certify that this plat was prepared by me or under my supervision and that the same is a true and correct representation of the land of my knowledge and belief, that this Type 3A Summary Stationing and Field Survey upon which it is based, meets the Minimum Standards for Surveying in New Mexico.
 William M. Hilda, III, Surveyor #12348
 Date: 6-2-9-2005



OWNERS STATEMENT AND AFFIDAVIT

State of New Mexico: _____
 County of LaSalle: _____
 This undersigned first duly sworn on oath, says: On behalf of the owners and proprietors we have of our own free will and consent caused this plat with its contents to be plotted, and the tract described and shown hereon as Easement A and Easement B to be dedicated to the public forever for road and utility access. The property described on this plat lies within the platting jurisdiction of LaSalle County.
 Pedro Saucedo, Jr.
 Pedro Saucedo, Jr.
 Pedro Saucedo, Jr.

ACKNOWLEDGMENT
 State of New Mexico: _____
 County of LaSalle: _____
 On this _____ day of _____, 20____, before me, Pedro Saucedo, Jr., to me known to be the persons described 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.
 My commission expires: _____
 Pedro Saucedo, Jr.
 Pedro Saucedo, Jr.
 Pedro Saucedo, Jr.

OWNERS STATEMENT AND AFFIDAVIT
 State of New Mexico: _____
 County of LaSalle: _____
 The undersigned first duly sworn on oath, state: On behalf of the owners and proprietors we have of our own free will and consent caused this plat with its contents to be plotted, and the tract described and shown hereon as Easement A and Easement B to be dedicated to the public forever for road and utility access. The property described on this plat lies within the platting jurisdiction of LaSalle County.
 By: _____
 Delfino Medina
 Delfino Medina
 Delfino Medina

ACKNOWLEDGMENT
 State of New Mexico: _____
 County of LaSalle: _____
 On this _____ day of _____, 20____, before me, Delfino Medina and Hilda Molina, to me known to be the persons 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.
 My commission expires: _____
 Delfino Medina
 Delfino Medina
 Delfino Medina

PROJECT NUMBERS
 2015.14
SAUCEDO'S SUB
 OF
PLAT
 FOR
PEDRO SAUCEDO
PROJECT NUMBERS
 2015.14
SHEET: 2 of 4
SU - 1



ENGINEERING SURVEYING & CONSULTING
 D E P I N I N G O C U A L I T I
 100 E. Newberry - Suite 100, Ho
 T 505 533 9827 F
 Pedregal

PROJECT SURVEYOR: M. Hilda
 DRAWN BY: D. Hilda



INDEXING INFO FOR COUNT
 OWNER: Pedro Saucedo, Jr.
 Delfino Medina and Hilda

LOCATION:
 Located SE1/4 of SE1/4
 T17S, R27E, N41P.M.,
 New Mexico.

REVISION
 No. DATE BY

State of New Mexico, County of LaSalle
 I have by me or under my supervision caused this plat to be plotted, and the tract described and shown hereon as Easement A and Easement B to be dedicated to the public forever for road and utility access. The property described on this plat lies within the platting jurisdiction of LaSalle County.
 The _____ day of _____, 20____ AD.
 At _____
 Chaired _____
 Book _____
 County Clerk

PROJECT NUMBERS
 2015.14
SAUCEDO'S SUB
 OF
PLAT
 FOR
PEDRO SAUCEDO
PROJECT NUMBERS
 2015.14
SHEET: 2 of 4
SU - 1

5) Review and Consider a proposed Ordinance repealing Section 2.44 of the Hobbs Municipal Code concerning the Hobbs Industrial Air Park Board.

Mr. Robinson said this ordinance was necessitated because the HIAP Board has not met for approximately 7 years. He said the Planning Board does everything the HIAP Board was created to do. He said there may be leases or additional subdivisions at HIAP. Mr. Hicks asked if the HIAP Board was charged with development in that area? Mr. Robinson said yes planning and development. Mr. Hicks asked if there had been any Master Plans? He said yes and he could get them to the Board. Mr. Sanderson said the major interest in the Soaring Society is the ramp area. Mr. Hicks said he would like the City Commission to give direction to the Board on how they would like it handled. Mr. Ramirez made a motion, seconded by Mr. Sanderson to approved the repealing the Ordinance. The vote on the motion was 5-0 and the motion carried.

6) Review and Consider proposed subdivision located southeast of the intersection of W. Illinois and Jennifer Lane and within the extra territorial planning and platting jurisdiction.

Mr. Robinson said this subdivision is located in the ETZ. He said there is a redline version of the subdivision in their packet. He said Illinois Street is a dedicated County maintained roadway but is not improved to county standards. He said there was also a dedication of Jennifer in 2010. He said the map in the packet shows that the county is maintaining Main, Gilbert, Russell, Illinois and Broadway.

Mr. Robinson said the owner of the property brought in a plat and the County Planner is aware of all of the redlines and believes it will not be an issue with getting signatures once the redlines are addressed.

Mr. Robinson said staff is requesting a fee simple dedication to the county of Illinois. Mr. Kesner said in his opinion a lot of this is coming before the county about the time they had a long discussion about private drives. He said access is there but it is debatable if it is public access. Mr. Hicks said he thinks they would be remiss in not requiring an access easement on Jennifer from the adjoining streets. Mr. Robinson said in his opinion the only control they have is with this subdivider. Mr. Hicks said that is correct and they would have to ask and get the people on the adjoining properties to give an easement. Mr. Robinson said technically the subdivider on Illinois has to acquire dedications connecting him back to Lovington Highway. Mr. Kesner said there is only one that doesn't have access. He said in reality if the people want to sell the parcel of land then they have to create a parcel of land that they will be able to get a clear title on. Mr. Hicks said all of these tracts will have a problem but they can at least fix the ones they are dealing with here by requiring an easement across Buchanan's property. Mr. Hicks suggested that they approve it with the conditions that staff talk to the County Planner and David Pyeatt and see if they can get that part fixed.

Mr. Ramirez made a motion, seconded by Mr. Sanderson to approve the subdivision with the condition that staff ask the Buchanan's for a dedication. The vote on the motion as 5-0 and the motion carried.

DAIRY

ILLINOIS

RUSSELL

BROADWAY

Texas
NW



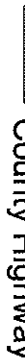





N.W.
S. GILBERT

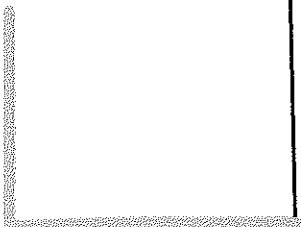
MAIN

BON

GUA

Legend

-  City Road
-  County Road
-  County Highway
-  Private Lane
-  State Numbered Highway
-  US Highway
-  Lea Boundary
-  City Limits





CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 7, 2016

SUBJECT: APPLICATION FOR LOCAL GOVERNMENT ROAD FUND (COOP) GRANT TO NMDOT FOR TRAFFIC SIGNAL IMPROVEMENTS

DEPT. OF ORIGIN: Engineering Department
DATE SUBMITTED: 3-1-16
SUBMITTED BY: Todd Randall, City Engineer

Summary:

The NMDOT District Two Engineering Support Division is soliciting applications for the Local Government Road Fund Program for fiscal year 2016/2017. The purpose of the Local Government Road Fund Program is to assist local public agencies in "project development, construction, reconstruction, improvement, maintenance or repair of public highways, streets and public school parking lots, or for the acquisition of rights-of-way therefor or for material for the construction or improvement thereof". Requests are due no later than March 15, 2016.

Staff recommends improvements to existing traffic signals located at 1) Grimes/Broadway, 2) Grimes/Princess Jeanne, 3) Grimes/Copper, 4) Grimes/Sanger, 5) Sanger/Coleman, 6) Turner/Broadway, 7) Turner/Snyder, 8) Turner/Sanger, 9) Turner/Liano, 10) Turner/EW Plaza and 11) Joe Harvey/Fire Station 3. The improvements at the signalized intersections include the installation of battery back-ups.

Fiscal Impact:

Reviewed By: [Signature] Finance Department

Estimated Cost: \$ 70,000.00
Local Match: \$ 17,500.00
State Match: \$ 52,500.00
Budget Line No. Grant funds will be budgeted upon notice of funding approval.

Attachments: Resolution

Legal Review:

Approved As To Form: [Signature] City Attorney

Recommendation:

Approve the Resolution for the Mayor to submit an application for the 2016/2017 COOP funding to the NMDOT

Approved For Submittal By:

[Signatures of Department Director and City Manager]

CITY CLERKS USE ONLY
COMMISSION ACTION TAKEN

Resolution No. _____ Continued To: _____
Ordinance No. _____ Referred To: _____
Approved _____ Denied
Other _____ File No. _____

CITY OF HOBBS

RESOLUTION NO. 6413

A CONCEPT RESOLUTION OF SUPPORT FOR THE SUBMISSION OF AN APPLICATION TO THE NEW MEXICO DEPARTMENT OF TRANSPORTATION FOR TRAFFIC SIGNAL IMPROVEMENTS IN HOBBS, NEW MEXICO

WHEREAS, the City of Hobbs desires to improve the roadway corridor of various signalized intersections in the City of Hobbs; and

WHEREAS, the estimated construction cost of the proposed project is \$70,000.00. The City of Hobbs proposes to provide \$17,500.00 and request the state to provide \$52,500.00; and

WHEREAS, the City of Hobbs verifies that funds, equipment, labor, and materials representing the total cost of the proposed project will be available if the funding is awarded; and

WHEREAS, the City of Hobbs has agreed to fund all on-going maintenance costs for this roadway project after construction; and

WHEREAS, the City of Hobbs supports this project and desires to receive funding; and

WHEREAS, the City of Hobbs understands two resolutions must be submitted, one at the time of application and another at the time the project is formally under contract with the New Mexico Department of Transportation; and

WHEREAS, this resolution is at the time of an application for the Local Government Road Fund Program funding;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the Mayor be, and hereby is, authorized to submit an application for the COOP Program funding to the New Mexico Department of Transportation for Traffic Signal Improvements at various intersections in the City of Hobbs in the City of Hobbs, New Mexico and hereby commits to the concept of such project as specified in the roadway project application.

PASSED, ADOPTED AND APPROVED this 7th day of March, 2016.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 7, 2016

SUBJECT: APPLICATION FOR MUNICIPAL ARTERIAL PROGRAM (MAP) TO NMDOT FOR JOE HARVEY/CENTRAL TRAFFIC SIGNAL AND INTERSECTION IMPROVEMENTS IN HOBBS, NEW MEXICO

DEPT. OF ORIGIN: Engineering Department
DATE SUBMITTED: 3-1-16
SUBMITTED BY: Todd Randall, City Engineer

Summary:

The Programs and Infrastructure Finance Division is soliciting applications for the Department's Municipal Arterial Program (MAP) for fiscal year 2017. The application must be received by March 16, 2016. The purpose of the MAP program is to assist municipalities in project development; construction, reconstruction, improvement, maintenance, repair and right-of-way and material acquisition of and for those streets that are principal extensions of rural state highways and of other streets not on the state highway system but determined to qualify under designated criteria. In general, the criterion for eligibility is the degree to which the route would assist in the distribution of state highway system traffic.

Staff recommends roadway improvements to the Joe Harvey/Central intersection. Improvements would include the construction of a traffic signal and geometric improvements to the intersection.

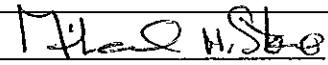
Fiscal Impact:

Reviewed By: 
Finance Department

Estimated Cost: \$ 750,000
Local Match: \$ 187,500
State Match: \$ 562,500
Budget Project No. 00237

Attachments:
Resolution

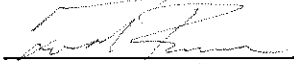
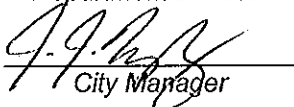
Legal Review:

Approved As To Form: 
City Attorney

Recommendation:

Approve the Resolution for the Mayor to submit an application for the 2017 MAP to the NMDOT

Approved For Submittal By:


Department Director

City Manager

**CITY CLERKS USE ONLY
COMMISSION ACTION TAKEN**

Resolution No. _____ Continued To: _____
Ordinance No. _____ Referred To: _____
Approved _____ Denied _____
Other _____ File No. _____

CITY OF HOBBS

RESOLUTION NO. 6414

A CONCEPT RESOLUTION OF SUPPORT FOR THE SUBMISSION OF AN APPLICATION TO THE NEW MEXICO DEPARTMENT OF TRANSPORTATION FOR JOE HARVEY/CENTRAL TRAFFIC SIGNAL AND INTERSECTION IMPROVEMENTS IN HOBBS, NEW MEXICO

WHEREAS, the City of Hobbs desires to improve the intersection of Joe Harvey and Central in the City of Hobbs; and

WHEREAS, the estimated construction cost of the proposed project is \$750,000. The City of Hobbs proposes to provide \$187,500 and request the state to provide \$562,500; and

WHEREAS, the City of Hobbs verifies that funds, equipment, labor, and materials representing the total cost of the proposed project will be available if the funding is awarded; and

WHEREAS, the City of Hobbs has agreed to fund all on-going maintenance costs for this roadway project after construction; and

WHEREAS, the City of Hobbs supports this project and desires to receive funding; and

WHEREAS, the City of Hobbs understands two resolutions must be submitted, one at the time of application and another at the time the project is formally under contract with the New Mexico Department of Transportation; and

WHEREAS, this resolution is at the time of an application for the Transportation Roadway funding;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the Mayor be, and hereby is, authorized to submit an application for the Municipal Arterial Program (MAP) funding to the New Mexico Department of Transportation for Joe Harvey/Central in the City of Hobbs, New Mexico and hereby commits to the concept of such project as specified in the project application.

PASSED, ADOPTED AND APPROVED this 7th day of March, 2016.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 7, 2016

SUBJECT: A RESOLUTION AUTHORIZING AN APPLICATION TO US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM FOR 2016 HOBBS INFRASTRUCTURE IMPROVEMENTS PROJECT

DEPT. OF ORIGIN: Engineering Department
DATE SUBMITTED: March 1, 2016
SUBMITTED BY: Todd Randall, City Engineer

Summary:

The City is intending to submit a grant application to the US Department of Housing and Urban Development Community Block Grant Program for federal funding in the amount of \$500,000 for the 2016 Hobbs Infrastructure Improvements Project. Public hearings have been held to receive public input on community development needs and suggestions for future CDBG projects. The meetings were held November 10th, November 19th and December 3rd. This phase of the CDBG Infrastructure Improvements Project will consist of street and drainage improvements including pavement rehabilitation, new sidewalk (with ADA compliant ramps), curb and gutter, and valley gutters on East Humble (from Dal Paso to alley east of Jefferson) and 1st, Farquhar and Jefferson (from alley north of Humble to Main). The application will request a maximum amount of \$500,000 and phased project in the amount of \$250,000.

Local cash match required for the full project would be \$50,000, with a proposed leveraged amount of an additional \$200,000.

Fiscal Impact:

Reviewed By: [Signature] Finance Department

Estimated costs are as follows.

Material Testing/Inspection: \$ 20,000
Construction: \$730,000 (\$500,000 CDBG Grant Funds)
Total Estimated Costs: \$750,000

Attachments:

Resolution, Location Map, and Public Hearing Notices

Legal Review:

Approved As To Form: [Signature] City Attorney

Recommendation:

Approve Resolution to Authorize the Grant Application

Approved For Submittal By:

[Signatures of Department Director and City Manager]

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

Resolution No. _____ Continued To: _____
Ordinance No. _____ Referred To: _____
Approved _____ Denied _____
Other _____ File No. _____

CITY OF HOBBS

RESOLUTION NO. 6415

A RESOLUTION OF THE CITY OF HOBBS, NEW MEXICO, AUTHORIZING THE SUBMISSION OF A NEW MEXICO COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM APPLICATION TO THE DEPARTMENT OF FINANCE AND ADMINISTRATION/LOCAL GOVERNMENT DIVISION; AND AUTHORIZING THE MAYOR TO ACT AS THE CITY'S CHIEF EXECUTIVE OFFICER AND THE AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE COMMUNITY BLOCK GRANT PROGRAM

WHEREAS, the need exists within Hobbs for neighborhood improvement projects in several low and moderate income neighborhoods and the City therefore desires to apply to the Housing and Urban Development's Community Development Block Grant Program to obtain funding for neighborhood infrastructure projects; and

WHEREAS, the City of Hobbs has held three public hearings for public input and comment on November 10th, November 19th and December 3rd during the 2016 application process; and

WHEREAS, the City Commission finds that there is a significant need to undertake the 2016 Hobbs CDBG Infrastructure Improvement Project to provide adequate services to the community; and

WHEREAS, the City Commission determines that the 2016 Hobbs CDBG Infrastructure Improvements Project meets the requirements of the Community Development Block Grant Program.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that

1. The City of Hobbs is hereby authorized to prepare and submit a Community Development Block Grant application to the New Mexico Department of Finance and Administration/Local Government Division for the 2016 Hobbs Infrastructure Improvements Project;

2. That the City Commission directs and designates the Mayor as the City of Hobbs Chief Executive Officer and Authorized Representative to act in all matters in connection with this application and the City's participation in the New Mexico Community Development Block Grant Program.

3. The City's officials and staff are directed to do any and all acts necessary to carry out the intent of this resolution.

4. That the full application amount be for \$500,000 of grant funds and Phased be for \$250,000 for the 2016 Hobbs Infrastructure Improvements Project;

5. That it further be stated that the City of Hobbs is committing \$250,000 from its General Fund as a cash contribution toward the street and drainage construction activities of this 2016 Hobbs Infrastructure Improvements Project.

PASSED, ADOPTED AND APPROVED this 7th day of March, 2016.

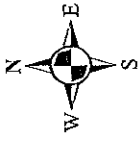
SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

CDBG Project Area

Focus Area 1 & 2



City of Hobbs GIS/Mapping Department

Date: 3/1/2016 1 inch = 300 feet Time: 4:04:22 PM

DISCLAIMER: THE CITY OF HOBBS MAKES NO WARRANTY, REPRESENTATION OR GUARANTEE OF ANY KIND REGARDING ANY GIS DATA PROVIDED HEREIN OR THE SOURCES OF SUCH DATA. THE CITY OF HOBBS SPECIFICALLY DISCLAIMS ALL REPRESENTATIONS OR WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. DATA CONTAINED WITHIN THIS PRODUCT IS PROVIDED BY THE CITY OF HOBBS FOR INFORMATIONAL PURPOSES ONLY AND NOT IN COMPLIANCE WITH ANY LEGAL REQUIRED SURVEYING STANDARD.

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CDBG Project Area

Focus Area 1



City of Hobbs GIS/Mapping Department

Date: 3/1/2016 1 inch = 300 feet Time: 3:57:52 PM

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DISCLAIMER: THE CITY OF HOBBS MAKES NO WARRANTY, REPRESENTATION OR GUARANTEE OF ANY KIND REGARDING ANY GIS DATA PROVIDED HEREIN OR THE SOURCES OF SUCH DATA. THE CITY OF HOBBS SPECIFICALLY DISCLAIMS ALL REPRESENTATIONS OR WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. DATA CONTAINED WITHIN THIS PRODUCT IS PROVIDED BY THE CITY OF HOBBS FOR INFORMATIONAL PURPOSES ONLY AND NOT IN COMPLIANCE WITH ANY LEGAL REQUIRED SURVEYING STANDARD.

Affidavit of Publication

STATE OF NEW MEXICO
COUNTY OF LEA

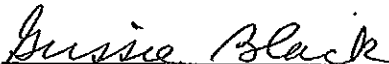
I, Daniel Russell, Publisher of the Hobbs News-Sun, a newspaper published at Hobbs, New Mexico, solemnly swear that the clipping attached hereto was published in the regular and entire issue of said newspaper, and not a supplement thereof for a period of 1 issue(s).

Beginning with the issue dated
November 08, 2015
and ending with the issue dated
November 08, 2015.



Publisher

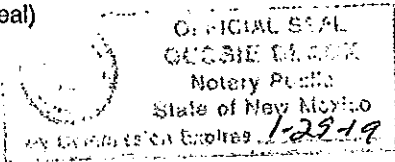
Sworn and subscribed to before me this
8th day of November 2015.



Business Manager

My commission expires
January 29, 2019

(Seal)



This newspaper is duly qualified to publish legal notices or advertisements within the meaning of Section 3, Chapter 167, Laws of 1937 and payment of fees for said

NOTICE OF PUBLIC HEARING

The City of Hobbs, New Mexico, wishes to inform all interested parties that public hearings will be held:

November 10, 2015	10:00 AM	City Hall Annex 200 E. Broadway St.
November 10, 2015	6:00 PM	City Hall Annex 200 E. Broadway St.
November 19, 2015	10:00 AM	City Hall Annex 200 E. Broadway St.
December 3, 2015	6:00 PM	City Hall Annex 200 E. Broadway St.

November 10th 6:00 meeting has been moved to December 3rd 6:00
all meetings will take place on the 3rd floor of the Annex building in room A301

The purpose of this public hearing will be to report on past CDBG program activities and to receive public input on community development needs and suggestions for future CDBG projects.

The Community Development Block Grant (CDBG) Program was established under Title I of the Housing and Community Development Act of 1974, as amended, in order to assist communities in providing essential community facilities, providing decent housing for residents, promoting economic development and maintaining a suitable living environment. The State of New Mexico estimates the 2016 appropriation of \$9,000,000 to be distributed statewide on a competitive basis.

State and national objectives of the 2016 CDBG Program require that assistance be made available for activities that principally benefits persons of low and moderate income.

Applications are limited to a maximum of \$500,000, except for planning applications which have a limit of \$50,000.

Eligible activities and categories will be described. All interested parties are invited to attend, to submit project ideas, to provide supporting data and testimony, and other pertinent information.

With sufficient notice, a translator will be provided for non-English speaking residents.

Those unable to attend the public hearing may send written comments to:

CDBG Grant Program Requests
Engineering Dept.
Shelia Baker
200 E. Broadway St.
Hobbs, NM 88240

67108146

00166064

ELDA GONZALEZ
CITY OF HOBBS
200 E. BROADWAY
HOBBS, NM 88240

Affidavit of Publication

STATE OF NEW MEXICO
COUNTY OF LEA

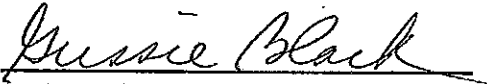
I, Daniel Russell, Publisher of the Hobbs News-Sun, a newspaper published at Hobbs, New Mexico, solemnly swear that the clipping attached hereto was published in the regular and entire issue of said newspaper, and not a supplement thereof for a period of 1 issue(s).

Beginning with the issue dated
November 08, 2015
and ending with the issue dated
November 08, 2015.



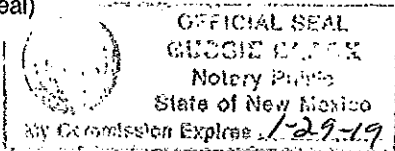
Publisher

Sworn and subscribed to before me this
8th day of November 2015.



Business Manager

My commission expires
January 29, 2019
(Seal)



This newspaper is duly qualified to publish legal notices or advertisements within the meaning of Section 3, Chapter 167, Laws of 1937 and payment of fees for said

AVISO DE AUDIENCIA PÚBLICA

La Ciudad de Hobbs, Nuevo México, desea informar a todos los interesados que las audiencias públicas se llevarán a cabo de las siguientes fechas:

~~10 de noviembre 2015 a las 10:00 am en el edificio "Annex" en 200 E. Broadway~~
~~10 de noviembre 2015 a las 06:00 pm en el edificio "Annex" en 200 E. Broadway~~
~~19 de noviembre 2015 a las 10:00 am en el edificio "Annex" en 200 E. Broadway~~
~~3 de diciembre 2015 a las 6:00 pm en el edificio "Annex" en 200 E. Broadway~~
Noviembre 10 de 6:00 reunión se ha trasladado a 3 de diciembre 6:00
todas las reuniones se realizaran en el tercer piso del edificio "Annex" en la sala A301

El propósito de esta audiencia pública será para informarle sobre las actividades pasadas del programa de CDBG (el Programa de Donativos en Bloque para el Desarrollo Comunitario), para recibir comentarios públicos sobre las necesidades del desarrollo de la comunidad y también para recibir sugerencias para los futuros proyectos del CDBG.

El programa de Donativos en Bloque para el Desarrollo Comunitario (CDBG) fue establecido bajo el Título I de la ley de Vivienda y Desarrollo de la Comunidad del 1974, enmendado para ayudar a las comunidades y proveerlas con necesidades básicas, así como proporcionar viviendas dignas para los residentes, promoviendo el desarrollo económico y conservando un ambiente ideal para vivir. El estado de Nuevo México estima en el 2016 la consignación de \$9,000,000 y se distribuirán sobre una base competitiva al nivel estatal.

Los objetivos estatales y nacionales del programa de CDBG 2016 requieren que la asistencia sea para realizar actividades que puedan beneficiar mayormente a personas de recursos bajos o moderados.

Lo máximo que se aceptara por aplicación será \$500,000, excepto la solicitud de planificación cuyo tiene un límite fijo de \$50,000.

Las actividades y categorías elegibles se describirán con más detalle. Se hace una invitación a todas las personas interesadas en asistir, para proponer ideas o proyectos, proporcionar datos, declaraciones o cualquier otra información pertinente.

Si notifica con anticipación, se podrá asignar un traductor a los residentes que no hablen inglés.

Aquellas personas que no puedan asistir las audiencias públicas, pueden enviar sus comentarios por escrito a la siguiente dirección:

CDBG Grant Program Requests
Engineering Dept.
Shella Baker
200 E. Broadway St.
Hobbs, NM 88240

67108146

00166063

ELDA GONZALEZ
CITY OF HOBBS
200 E. BROADWAY
HOBBS, NM 88240



ACTION ITEMS



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 7TH, 2016

SUBJECT: RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE GRANT AGREEMENT WITH THE J. F MADDOX FOUNDATION FOR IMPROVEMENTS TO THE CITY PARK

DEPT. OF ORIGIN: City Manager's Office
DATE SUBMITTED: 03-1-16
SUBMITTED BY: JJ Murphy, City Manager

Summary:

The City of Hobbs, along with Hobbs Municipal Schools, initiated a conceptual plan for improvements to City Park near Jefferson and Clinton Street and immediately adjacent to the new Murray Elementary School, which was presented to the J. F Maddox Foundation. City Park is one of the oldest park facilities in Hobbs, although well utilized as a Community and Neighborhood Park. Both the City of Hobbs and Hobbs Municipal Schools would leverage \$250,000 each and the J. F Maddox Foundation would commit \$3.74 Million to the improvements to City Park (\$240,000 to Design & \$3.5M to Construction)

The conceptual design includes a splash pad, a new restroom, small Tikes Basketball Court, Multi-Use sport court (current tennis courts), keeping two of the existing pavilions, the addition of a larger pavilion (on west side), additional basketball courts with design option to cover, shade structure and pedestrian connectivity throughout the site.

This is an existing City Facility, which is already maintained by the City of Hobbs and in need of renovating. Only preliminary costs estimated have been generated at this time based on the concepts and used as budgetary numbers for moving forward with the Design Phase. The total estimated projects costs, inclusive of design fees, GRT, Contingencies and full build out is estimated at \$4.54 Million.

Fiscal Impact:

Reviewed By: [Signature]
Finance Department

Budget \$4,474,460.29 01-0320-44901-00213
Total Estimated Cost: \$4.5M (includes GRT & 15% Cont / Design / Full Construction with Options)
Revenue (Grant): \$3.74M (\$240,000 for design and \$3.5M Construction)
Revenue (HMS): \$250,000
COH (cash): \$510,000 (\$250,000 Grant requirement)

Attachments: Resolution, Grant Agreement, Conceptual Plan, Construction Estimates

Legal Review:

Approved As To Form: [Signature]
City Attorney

Recommendation:

Approve resolution authorizing the mayor to execute the Grant Agreement with the J. F Maddox Foundation

Approved For Submittal By:

[Signature]
Department Director
[Signature]
City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

Resolution No. _____ Continued To: _____
Ordinance No. _____ Referred To: _____
Approved _____ Denied _____
Other _____ File No. _____

CITY OF HOBBS

RESOLUTION NO. 6416

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE
A GRANT AGREEMENT WITH THE J. F MADDOX FOUNDATION
FOR CITY PARK IMPROVEMENTS**

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the Mayor be, and hereby is, authorized and directed to take all necessary and appropriate action to effectuate this resolution and specifically to execute a grant agreement with the J. F Maddox Foundation for City Park Improvements.

PASSED, ADOPTED AND APPROVED this 7TH day of March, 2016.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

GRANT CONTRACT

APPROVAL DATE: November 7, 2015
GRANT NUMBER: 2004715
AMOUNT: Up to \$3,740,000

GRANTOR: J. F Maddox Foundation, a New Mexico Nonprofit Corporation (Foundation)

GRANTEE: City of Hobbs (Grantee)

1. This Grant is to provide funding support for design and construction related expenses for the renovation of City Park in Hobbs, New Mexico (Park Improvements).
2. Grantee agrees to the following terms:

- A. Design Phase: Up to \$240,000 is available under this Grant to provide support for design and construction drawings for the Park Improvements (referred to as Project Planning Costs). Grantee will be reimbursed up to \$240,000 for Project Planning Costs upon Foundation's receipt of Grantee's written request and supporting documentation of actual Project Planning Costs incurred by Grantee. If the Project Planning Costs exceed \$240,000, it is understood that Grantee will be responsible for any such excess costs needed to complete the design phase of planned park improvements. Requests for Project Planning Costs under this Grant shall be made in writing to the Foundation and with at least 10 days advance notice of when such funds are needed. All requests for funds under this subparagraph A must be made to Foundation no later than August 31, 2016. All funds for Project Planning Costs not requested by this date may be forfeited.
- B. Construction Phase: Subject to the provisions of this subparagraph B, up to \$3,500,000 is available under this Grant to provide support for actual construction-related expenses for the Park Improvements (referred to as Approved Construction Costs). Approved Construction Costs hereunder shall not include Grantee's indirect costs such as compensation and benefits for Grantee's employees who perform work on Park Improvements. Funds for such Approved Construction Costs under this Grant shall be distributed upon Foundation's receipt of Grantee's written request and supporting documentation of actual Approved Construction Costs incurred by Grantee. Requests for Approved Construction Costs under this Grant shall be made in writing to the Foundation and with at least 10 days advance notice of when funds are needed. All requests for funds under this subparagraph B must be made to Foundation no later than December 31, 2017. All funds for Approved Construction Costs not requested by this date may be forfeited.

Notwithstanding the foregoing, Grant funds under this subparagraph B are not available until Grantee has provided sufficient documentation to the Foundation that the following two conditions have first been met:

- i. Before construction commences, all partners in this project (namely, the Foundation, Grantee, and Hobbs Municipal Schools) have mutually agreed to the final design of the Park Improvements.
- ii. Payments of not less than \$250,000 by the Grantee from its general funds and payments of \$250,000 from Hobbs Municipal Schools (total of \$500,000) have first been applied towards the Approved Construction Costs. Therefore, if the Approved Construction Costs exceed \$4 million (comprised of \$250,000 from Grantee, \$250,000 from Hobbs Municipal Schools, and \$3.5 million from the Foundation), it is understood that Grantee will be responsible for any such excess costs needed to complete the Park Improvements.

- C. Although the Grant funds are not required to be physically segregated in a separate account, Grantee agrees to account for such funds separately on Grantee's books and records for ease of reference and verification.
- D. All Park Improvements funded by this Grant must be completed by Grantee by November 30, 2017.

3. The representations, warranties, requirements, terms and conditions set forth in Exhibit A are incorporated by reference and made a part of this Contract. Grantee understands that any breach of any provision of this Contract, including the provisions contained in Exhibit A, may result in termination of the Grant, the suspension of Grant payments, and/or an obligation to return Grant funds to the Foundation.

4. Reporting Requirements (Exhibit B):

- A. Grantee agrees to submit a final written report to the Foundation detailing all costs of the Park Improvements, including digital photographs of all Park Improvements, no later than December 31, 2017.

5. The undersigned are authorized to execute legal agreements on behalf of Grantee, and these signatures will serve as certification that the authorized signatories have read and understand the requirements, terms, and conditions of this Grant Contract.

J. F MADDOX FOUNDATION

By: _____
Robert J. Reid
Executive Director

CITY OF HOBBS

By: _____ Date _____
Sam Cobb

Mayor

By:

J.J. Murphy
City Manager

Date

Exhibit A

Requirements, Terms, and Conditions of Grant Contract

1. Grantee agrees that the Grant funds will only be expended for the purpose(s) as defined in Paragraph 1 above of this Grant Contract, and that any earnings accruing from these Grant funds prior to expenditure by Grantee shall also be used for such purpose(s), and that any funds not so used will be returned to the Foundation.
2. Grantee represents and warrants that it is an organization currently recognized by the Internal Revenue Service (IRS) as a tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code (Code) that it is not (i) a private foundation under Section 509 of the Code or (ii) a "supporting organization" described in Section 509(a)(3) of the Code; or in the absence of such determination, that Grantee is a tax-exempt state or political subdivision described in Section 170(c)(1) of the Code.
3. Grantee agrees to immediately notify the Foundation, in writing, if (i) Grantee's federal tax-exempt status or its classification under Section 509 of the Code is revoked or altered; (ii) Grantee has received notice from the IRS or otherwise has reasonable grounds to believe that its tax-exempt status or its classification under Section 509 of the Code may be revoked or altered; or (iii) Grantee has reason to believe that these Grant monies cannot be, or continue to be, expended for the specified purpose(s). In the event that Grantee's tax-exempt status is lost or is challenged by the IRS or if the Grant funds cannot be expended for the specified purpose, the Foundation reserves the right in its absolute discretion to terminate the Grant, in which event Grantee agrees to immediately return to the Foundation any remaining unexpended Grant monies plus any portion of the expended Grant funds not actually spent for the purpose(s) of the Grant.
4. For New Mexico corporations, Grantee represents and warrants that it is an organization in good standing with the New Mexico Secretary of State (NMSOS). Grantee agrees to immediately notify the Foundation, in writing, if Grantee's good standing with the NMSOS is revoked or altered.
5. The Foundation assumes no responsibility for any injuries, damages, or liabilities (including, but not limited to, attorney fees and costs) directly or indirectly resulting or arising from the project funded by this Grant. By accepting this Grant, Grantee agrees to indemnify and hold harmless the Foundation and each of its directors, officers, employees, representatives, and agents from and against any and all claims, liabilities, losses, and expenses resulting or arising from or in connection with this Grant.
6. Grantee will maintain adequate financial records related to the expenditure of Grant funds. Grantee will keep grant-related receipts and records of expenditures for at least four years. Grantee will make such records and receipts available upon request to the Foundation or its representatives for inspection at reasonable times and will allow the Foundation to make copies thereof.
7. Grantee agrees that there will be no commission or other similar compensation related to this Grant paid by Grantee to any employee, officer, or agent of Grantee.

8. Grantee agrees that no part of the funds received from this Grant will be used to carry on propaganda, support or oppose specific legislation, participate or intervene in any political campaign on behalf of or in opposition to any candidate for public office, influence the outcome of any public election, or participate in any voter registration drive.
9. Grantee will furnish to Foundation such additional information or reports concerning the Grant funds, the Grantee, or the project being funded as the Foundation may from time to time reasonably request. This Grant is subject to audit by the Foundation at the Foundation's expense. This Grant is also subject to monitoring and evaluation by Foundation staff and/or outside consultants at the Foundation's expense.
10. The foregoing terms and conditions are to comply with the obligations of the Foundation to make reasonable efforts and establish adequate procedures to ensure that its grant funds are spent for the charitable purposes for which granted. Changes in the applicable law, or in regulations interpreting the law, may require the Foundation to request changes or additions to such terms and conditions. The Foundation will promptly inform Grantee in such event and the parties agree to cooperate in a good faith effort to make any such changes or additions that may be required under applicable law.
11. Grantee shall not assign this Grant Contract or any payment due or to become due under this Grant Contract without the prior, express, and written consent of the Foundation.
12. Neither this Grant Contract, the Grant nor any action by the Foundation pursuant to this Grant Contract shall make the Foundation liable to Grantee or to any other party as a joint venturer, partner, or other participant with respect to the activities of Grantee funded by the Grant. No parties other than Grantee and Foundation shall have any rights, claims, or causes of action pursuant to this Grant Contract or the Grant.
13. Grantee agrees that the Foundation has no contractual obligation to or with any service provider engaged by Grantee for the purposes of this Grant.
14. If any provision of this Grant Contract is judicially determined to be void or unenforceable, such provision shall be construed to be severable from the other provisions hereof, which shall retain full force and effect.
15. This Grant Contract shall be construed in accordance with and governed by the laws of the State of New Mexico. Should a dispute arise as to the contents or construction of the Grant Contract, the parties agree to submit to the jurisdiction and venue of the District Court of Lea County, New Mexico.
16. This Grant is conditional upon Grantee's acceptance of all of the terms and conditions set forth in this Grant Contract. Upon receipt of an original signed and dated Grant Contract, the Foundation will make payment subject to the terms stated herein.

Initial

Initial

Exhibit B

Deliverables

- August 31, 2016 All requests for funds for Project Planning Costs must be made in writing to Foundation no later than August 31, 2016. No further funding of this aspect of this Grant will be available after that date.
- November 30, 2017 All Park Improvements funded by this Grant must be completed by Grantee by November 30, 2017.
- December 31, 2017 All requests for funds for Approved Construction Costs must be made in writing to Foundation no later than December 31, 2017. No further funding of this aspect of this Grant will be available after that date.
- December 31, 2017 Grantee agrees to submit a final written report to the Foundation detailing all costs related to the Park Improvements, including digital photographs of all Park Improvements, no later than December 31, 2017.

Hobbs City Park - Final Concept

Hobbs, NM

Opinion of Probable Costs

Prepared by Wilson and Company and Sitas Southwest
February 4, 2016

ASSUMPTIONS

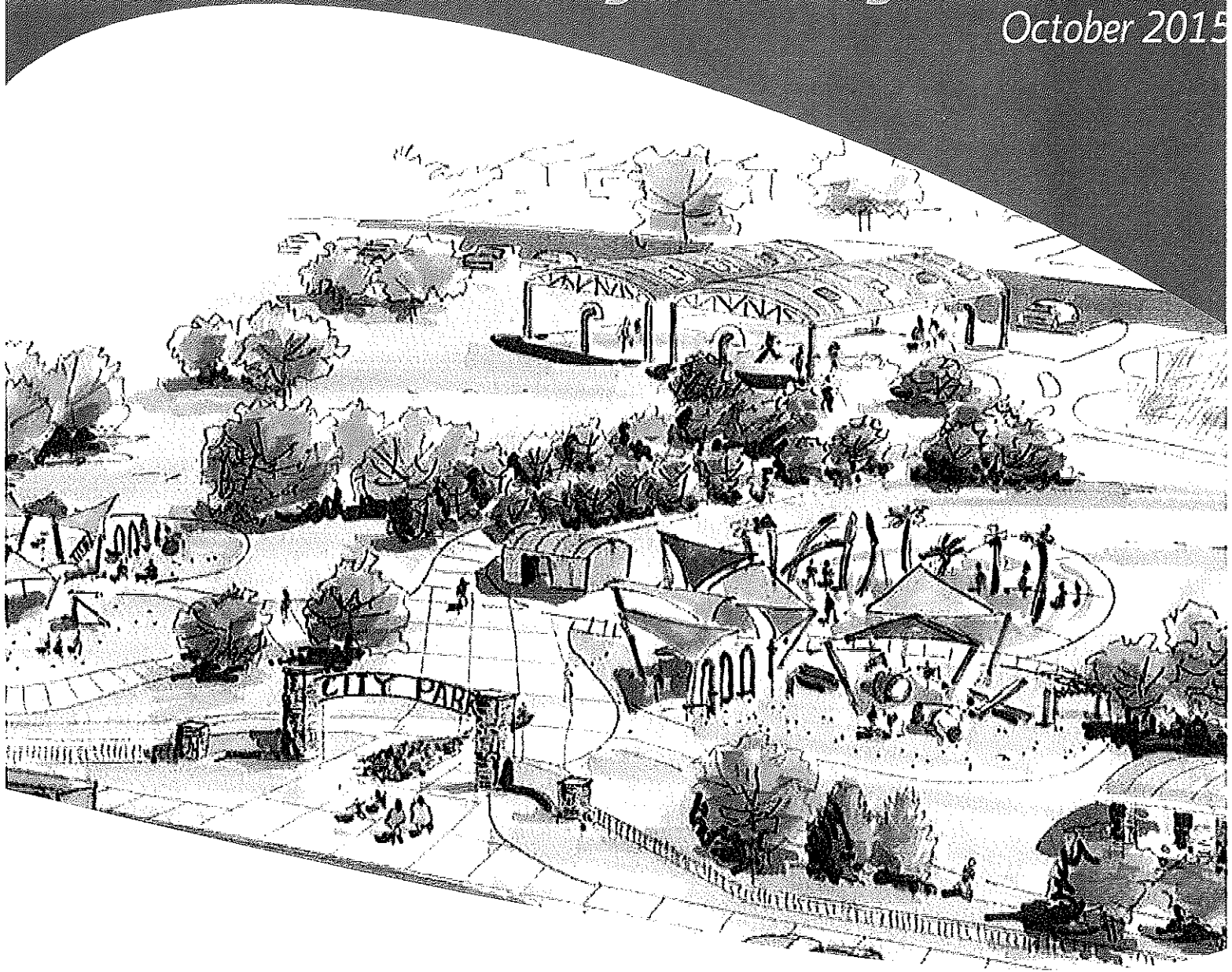
The cost estimate assumes that only half of the turfgrass that currently exists in the park will need to be replaced (existing grass is in good condition).
The cost estimate assumes that concrete is unpigmented with no accents or other concrete ornamentation included.
Splash pad costs are for surfacing, plumbing and equipment. Concrete for splash pad is included under "Concrete Sidewalk" quantity.
Civil infrastructure figure includes curb & gutter, asphalt, grading, drainage & striping costs.
The restrooms are assumed to be prefab
The Play Equipment assumes using the existing playground for one of the three proposed
The veterans memorial is not included
The Play surfacing is assumed to be poured in place not engineered fiber

ITEM #	ITEM	QTY	UNIT	Cost	Total
Mobilization/Demobilization					
1	Mob./Demob.	1	LS	\$ 75,000.00	\$75,000.00
DEMOLITION					
2	REMOVE SOD, CONCRETE, EXISTIN'G PLAY EQUIPMENT, ETC.	1	LS	\$ 225,000.00	\$225,000.00
HARDSCAPE					
3	4" DEPTH CONCRETE SIDEWALK	75,000	SF	\$ 5.50	\$412,500.00
4	STABILIZED CRUSHED FINES TRAIL - 8' WIDTH	19,500	SF	\$ 1.80	\$35,100.00
5	SITE FURNISHINGS (BENCHES, TRASH RECEPTACLES, DOG LITTER STANDS, ETC.)	1	LS	\$ 60,000.00	\$60,000.00
6	PEDESTRIAN LIGHTING	1	LS	\$ 150,000.00	\$150,000.00
7	3' HEIGHT PERIMETER FENCING	2,150	LF	\$ 25.00	\$53,750.00
8	SPLASH PAD	1	LS	\$ 175,000.00	\$175,000.00
9	NEW PLAY EQUIPMENT, AGES 2-5 & 5-12	1	LS	\$ 150,000.00	\$150,000.00
10	PLAYGROUND SURFACING	18,000	SF	\$ 12.00	\$216,000.00
11	BASKETBALL COURT, INCL. CONCRETE PAD, POSTS & GOALS	2	EA	\$ 40,000.00	\$80,000.00
12	TIKES COURT, INCL. CONCRETE PAD, STRIPING, & GOAL POST	1	LS	\$ 50,000.00	\$50,000.00
LANDSCAPE					
13	TURFGRASS SOD	135,000	SF	\$ 1.80	\$243,000.00
14	LANDSCAPE AREAS - XERISCAPE & MULCH	54,000	SF	\$ 3.60	\$194,400.00
IRRIGATION					
15	TURF IRRIGATION	270,000	SF	\$ 0.95	\$256,500.00
16	XERISCAPE IRRIGATION	1	LS	\$ 36,000.00	\$36,000.00
ARCHITECTURAL					
17	1500 SF FAMILY PAVILLION, INCL. TENSILE FABRIC STRUCTURE	1	EA	\$ 200,000.00	\$200,000.00
18	SHADE SAIL STRUCTURES (PLAY & PICNIC AREA)	1	LS	\$ 125,000.00	\$125,000.00
19	RESTROOM BLDG.	1	EA	\$ 80,000.00	\$80,000.00
20	MULTI-USE COURT RESURFACING		SF	\$ 7.00	
21	EMERGENCY CALL STATIONS	2	EA	\$ 1,500.00	\$3,000.00
CIVIL					
21	CIVIL INFRASTRUCTURE	25000	SF	\$ 10.00	\$250,000.00
22	SERVICE UTILITIES	1	LS	\$ 25,000.00	\$25,000.00
OPTIONAL					
23	BASKETBALL COURT SHADE STRUCTURE (OPTIONAL)	2	EA	\$ 100,000.00	\$200,000.00
24				Construction Subtotal	\$3,295,250.00
25				Conceptual Design Fee	\$49,000.00
26				Design Professional Fee	\$226,152.50
27				Construction Management Fee	\$123,787.25
				Professional Fee Sub-total	\$398,939.75
28				15% Contingency	\$554,128.46
29				Subtotal	\$4,248,318.21
30				6.8125% GRT	\$289,416.68
31				Grand Total	\$4,537,734.89

City Park

Programming Statement

October 2015



**WILSON
& COMPANY**



CITY PARK IMPROVEMENTS

SITE PLAN

Hobbs City Park - Final Concept

Hobbs, NM

Opinion of Probable Costs

Prepared by Wilson and Company and Sites Southwest
February 4, 2016

ASSUMPTIONS

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CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 7, 2016

SUBJECT: PROFESSIONAL SERVICES TASK ORDER TO WILSON & COMPANY FOR THE DESIGN OF CITY PARK IMPROVEMENTS

DEPT. OF ORIGIN: Parks and Recreation Department
DATE SUBMITTED: March 2, 2016
SUBMITTED BY: Doug McDaniel, Parks & Recreation Director

Summary:

The City of Hobbs, along with Hobbs Municipal Schools, initiated a conceptual plan for improvements to City Park near Jefferson and Clinton Street and immediately adjacent to the new Murray Elementary School, which was presented to the J. F Maddox Foundation. City Park is one of the oldest park facilities in Hobbs, although well utilized as a Community and Neighborhood Park. Both the City of Hobbs and Hobbs Municipal Schools would leverage \$250,000 each and the J. F Maddox Foundation would commit \$3.74 Million to the improvements to City Park (\$240,000 to Design & \$3.5M to Construction)

This Contract is for the design and construction services based on the conceptual design, which includes a splash pad, a new restroom, small Tikes Basketball Court, Multi-Use sport court (current tennis courts), keeping two of the existing pavilions, the addition of a larger pavilion (on west side), additional basketball courts with design option to cover, shade structure and pedestrian connectivity throughout the site.

The Professional Services Contract with Wilson & Company for the Taylor Ranch Improvements (RFP 465-15) allows for as needed professional services and all task orders over \$60,000 require the approval of the City Commission. The contract price is \$238,765.44 plus grt.

Fiscal Impact:

Reviewed By: [Signature]
Finance Department

Budget 01-0320-44901-00213
Wilson Contract: \$238,765.44 (plus GRT) Design / Bidding
Total Estimated Cost: \$4.5M (includes GRT & 15% Cont / Design / Full Construction with Options)
Revenue (Grant): \$3.74M (\$240,000 for design and \$3.5M Construction)
Revenue (HMS): \$250,000
COH (cash): \$250,000 (The estimated costs exceeds the proposed budget by \$260,000)

Note: The Mid-YR budget adjustments included the proposed expenditures and revenue.

Attachments: Wilson & Company Contract, Conceptual Plan, Construction Estimates

Legal Review:

Approved As To Form: [Signature]
City Attorney

Recommendation:

Approve a professional services contract with Wilson & Company for \$349,939.75 plus NMGR.

Approved For Submittal By:

[Signature]
Department Director

[Signature]
City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

Resolution No. _____ Continued To: _____
Ordinance No. _____ Referred To: _____
Approved _____ Denied _____
Other _____ File No. _____

**CONTRACT BETWEEN THE CITY OF HOBBS AND
WILSON & COMPANY**

THIS CONTRACT is made the ____ day of ____, by and between the City of Hobbs, New Mexico, a municipal corporation located in Lea County, New Mexico (hereinafter referred to as City) and **Wilson & Company**, an independent contractor (hereinafter referred to as Contractor).

This Contract is a (Check one):

Category 1 Contract: (\$0 – not to exceed \$20,000.00). Purchasing requires good faith efforts to acquire the materials or services at the best obtainable price.

Category 2 Contract: (\$20,000.00 - not to exceed \$60,000.00). Purchasing requires three (3) written quotes turned in to the Central Purchasing Office.

Category 3 Contract: (\$60,000.00 and over). Purchasing requires formal sealed bids or competitive sealed proposals through the Central Purchasing Office.

Professional Services Contract under \$60,000.00. Purchasing requires the direction of the City Manager.

Professional Services Contract \$60,000.00 and over. Purchasing requires the direction of the City Manager with City Commission approval, subject to the competitive sealed proposal requirements.

The parties to this contract, in consideration of their mutual promises, agree as follows:

1. SCOPE OF SERVICES

This project consists of:

This is a task order is executed under the Taylor Ranch - Professional Services Contract, which includes lanague that additional task orders may be issued for professional engineering / architectural services.

The project is Final Design and Construction Administration for City Park Improvements. Possible funding partners include City of Hobbs / Hobbs Municipal Schools / J. F Maddox Foundation. Exhibit 'A' provides the man-hour breakdown, while Exhibit 'B' provides the schedule. The preliminary Scope is as follows:

- 1. Kick-Off Meeting**
- 2. Schematic Design**
- 3. Design Development**
- 4. Construction Documents**
- 5. Construction Administration (weekly meetings, 12 hours per week, 35 weeks total)**
- 6. Sub-stantial Completion**
- 7. Final Walk Through and Close-out**

and more particularly described in EXHIBIT "C", Detailed Description of Services:

2. PRICE

City shall pay Contractor \$ 238,765.44 not including gross receipts tax, upon Contractors completion of project. This amount shall include all necessary labor, equipment, materials and all other costs necessary to complete the project as specified herein. Approval and acceptance of Contractors satisfactory completion of project shall be a prerequisite to final payment.

3. TIME SCHEDULE FOR COMPLETION

Contractor shall fully complete project within 183 days of commencement of work hereunder.

4. STATUS OF CONTRACTOR

Contractor acknowledges that his relationship with City is that of an independent contractor and, as such, Contractor shall not be considered an employee or agent of the City, nor shall Contractor be eligible to accrue leave, retirement benefits, insurance benefits, use of City vehicles, or any other benefits provided to City employees. Contractor further acknowledges that no benefits pursuant to the Workers Compensation Laws of the State of New Mexico are available.

5. INSURANCE REQUIREMENTS

Contractor shall provide City with a certificate of insurance coverage for general liability in an amount of \$1,000,000.00, and naming City an additional insured. Said insurance policy shall be filed with the City of Hobbs Finance Department.

6. INDEMNITY

Contractor agrees to and shall indemnify, defend and hold the City, the City Commission of the City of Hobbs, its individual commissioners, its officers, employees and agents harmless from any and all causes of action, suits, claims, judgments, losses, costs, expenses, and liens of every kind and nature, including, but not limited to court costs and attorney's fees, arising or alleged to have arisen due to negligence of Contractor, or any employees working under Contractor while engaged in the performance of this contract, or for Contractors failure to render services, or any breach of this contract.

7. MISCELLANEOUS PROVISIONS

Contractor shall not subcontract, transfer or assign this contract, or any interest herein.

Duly authorized representatives of City shall have the right to inspect the work under this Contract.

Contractor shall be responsible for all taxes and related reporting requirements. City shall have no liability for the payment of taxes other than gross receipts taxes upon the total price of this contract.

In the event that Contractor defaults on any term of this contract, City retains the right to declare this contract void. Contractor agrees to pay City reasonable costs, including court fees and reasonable attorney's fees, incurred by City in the enforcement of this Contract, even though the City may employ in-house legal counsel.

If any part of this contract shall be in violation of the laws or Constitution of New Mexico, only such part thereof shall be thereby invalidated, and all other parts hereof shall remain valid and enforceable.

Jurisdiction and venue relating to any litigation or dispute arising out of this contract shall be in the District Court of Lea County, New Mexico, only.

The foregoing constitutes the entire contract between the parties and may be modified only in writing signed by both parties. This contract is governed by the laws of the State of New Mexico and will bind and inure to the benefit of City and Contractor, their respective successors and assigns.

Any change orders shall be in writing and signed by the parties specifically enumerating the additional work to be performed and the cost therein.

8. OWNERSHIP OF DOCUMENTS

Ownership of Documents: All documents including, but not limited to tracings, drawings, estimates, field notes, investigations, design analysis, structural calculations and studies which are prepared in the performance of this Agreement are to be and remain the property of the Owner and are to be delivered to the Owner before the final payment is made to the Consultant. The Consultant is liable for their replacement if destroyed or lost prior to transferring possession to the Owner. Any use of these products by anyone other than the Owner for projects other than that which is subject to this Agreement shall be at the Owner's sole risk.

Reuse of Documents: All documents including drawings and specifications prepared or furnished by the Contractor (and the Consultant's independent professional associates and consultants) pursuant to this Agreement are instruments of service in respect of the Project. Such documents are not intended or represented to be suitable for reuse by the Owner on any other project.

9. TERMINATION

This Agreement may be terminated by the Owner upon 10 days written notice to the Consultant.

The Consultant shall render a final report of services performed up to the date of termination and shall turn over to the City original copies of all work product, research or papers prepared under this Agreement.

If compensation is not based upon hourly rates for services rendered, the Owner shall pay the Consultant for the reasonable value of services satisfactorily performed through the date Consultant receives notice of such termination, and for which compensation has not already been paid.

If compensation is based upon hourly rates and expenses, then Consultant shall be paid for services rendered and expenses incurred through the date Consultant receives notice of such termination.

10. EXHIBITS

(The following Exhibits are attached to and made a part of this Agreement)

EXHIBIT A - MAN-HOUR BREAKDOWN

EXHIBIT B - PROJECT SCHEDULE

EXHIBIT C - DETAILED DESCRIPTION OF SERVICES

IN WITNESS WHEREOF, the parties hereto have executed this contract the day and year first above written.

THE CITY OF HOBBS, NEW MEXICO

Finance Approval

Finance Director

Department Approval

Department Head

Acct No.

City Manager (Category 3 Contract,
All Professional Service Contracts)

Mayor (Professional Service Contracts
over \$60,000.00)

WILSON & COMPANY
4900 LANG AVE NE
ALBUQUERQU, NM 87109 (505)-348-4070
CONTRACTOR

By: _____

Title: _____

Contractor License No. N/A

Approved as to form by: (Category 3 Contract or
Professional Services Contract over \$60,000.00
ONLY)

City Attorney

City Clerk (Professional Service
Contracts over \$60,000.00)

Wilson & Company													
	P7	P6	P5	P4	P1	O03	O06	A2	A5	A6	FC4		
	\$193.00	\$193.00	\$152.00	\$125.00	\$81.00	\$72.00	\$104.00	\$74.00	\$142.00	\$168.00	\$84.00		
Project Start-up & Management													
Initial Team Meeting/ Site Visit/ Preparing Work Plans										8		\$5,838.25	
Preparing Agency Coordination										8			
Weekly Client Meetings/ Project & Financial Reports/ Meetings/ etc.										16			
Project Management & Administration										20			
Schematic Design Plan Preparation													
Site Visit						12						\$4,000.00	
Conceptual Investigations						20							
Technical Specifications			16			60			48				
Architecture (Concepts, Concepts, etc.)				24									
Water & Sewerage Engineering/ Design Plan				16						16			
Soil Engineering & Foundation Plan				20						20			
Landowner Coordination												\$71,838.75	
Design Development Plan Preparation													
Site Visit			32			100				80		\$37,689.75	
Specifications			4							16			
Engineering Estimates			8							8			
Independent QA/QC			16										
Owner Meetings/ Preparation of Construction Documents & Plan Submission/ Meeting/ etc.										12			
Final Review of Construction Documents										12			
Construction Document Plan Preparation													
Site Visit			32			120				80		\$39,954.50	
Specifications			2							24			
Engineering Estimates			20							12			
Independent QA/QC			24										
Owner Meetings/ Preparation of Construction Documents & Plan Submission/ Meeting/ etc.										12			
Total Hours	0	0	214	0	0	348	0	0	368	0	0	\$116,312.50	
Fee	\$0.00	\$0.00	\$32,528.00	\$0.00	\$0.00	\$25,056.00	\$0.00	\$0.00	\$52,256.00	\$0.00	\$0.00	\$109,840.00	
Sub-total												\$226,152.50	
Construction Phase Services													
Meeting & Fielding Assistance										8		\$24,848.25	
Construction Meeting			24							12			
Engineering Services										20			
Weekly Services (A/E)										420			
Day, Even, PM, Weekend, Overtime, etc.										16			
Engineering Services (Independent QA/QC)										8			
Site Visit/Field Trip										12			
Travel/Per Diem										12			
Expenses/Per Diem/Travel						4				2			
Total Hours	0	0	24	0	0	4	0	0	510	0	0	\$24,848.25	
Fee	\$0.00	\$0.00	\$3,648.00	\$0.00	\$0.00	\$288.00	\$0.00	\$0.00	\$72,420.00	\$0.00	\$0.00	\$76,356.00	
Sub-total												\$101,204.25	
Reimbursable Expenses (estimated, NTE)													
Travel Expenses (from A/E)												\$15,768.00	
Per Diem												\$750.00	
Telephone (Estimated)												\$5,250.00	
Books												\$875.00	
**Sub-Total Cost												\$22,583.00	

Legend

Sites Southwest Fee (Landscape & Irrigation) Sub-total Fee (includes A/E, ASLA, and Geotechnical w/o NMGRT) \$349,939.75

Pettigrew & Associates (Geotechnical)

*Note: 4% of the Construction Phase Services fee is allocated to NMGRT. Fielding, independent QA/QC, Engineering, and other services are included. Construction Services estimated by Pettigrew & Associates (A/E) = \$52,256.00 + \$1,098.40 = \$53,354.40

**Note: 22% of the Fee-Includes (A/E) is allocated to NMGRT. Fielding & Construction Services (FC) = \$22,583.00

EXHIBIT B

Schedule

I. Time line

Design: 6 months

- 6 weeks to 50% (Mar 1 – Apr 15)
- 6 weeks to reach 95% (Apr 15 – Jun 3)
- 3 weeks to finalize construction documents (Jun 3 – Jun 24)
- Out to Bid July 1, 2016.
- Bidding – RFP 2 months (Jul 1 – Sep 2)

Construction: 6 months

- Notice to Proceed (Sep 12)
- Project Complete; Summer 2017

EXHIBIT C

Scope of Work

1. Kick-Off Meeting

Larry McDonald will coordinate and schedule a kick-off meeting with the Steering Committee, comprised of the Maddox Foundation, Hobbs School District, City and the Wilson Team. An agenda, sign-in list, schedule, and project materials will be made available to the Team for overview, feedback, and ultimately concurrence. This kick-off meeting will establish the rules of engagement and contract requirements to successfully deliver the final plans, specifications, and estimate prior to public letting for bid.

Deliverables: This effort concludes with meeting minutes and post distribution of meeting material.

2. Schematic Design

Schematic design compiles all of the required and desired elements into a set of conceptual sketches. These conceptual sketches aim to show the relationship between parts in an informal and loose manner. The schematic drawings may include a number of different iterations or schemes, each having a unique feature or focus.

Each schematic sketch or drawing will respond in some way to the list of programmed spaces, the qualitative goals, and the site on which it will be located. A set of schematic drawings on 24"x36" sheets will be prepared consisting of, but not limited to:

- Cover Sheet
- Demolition Plan
- Site Plan
- Utility Plan
- Floor Plans
- Planting Plan

The level of schematic effort will be drawn on a topographic survey making the proposed site improvements scalable. This increase from the programming phase to the schematic phase will conclude with an updated construction estimate.

Deliverables: Schematic Plans and Cost Estimate in PDF format. Schedule and execute Schematic Review meeting.

3. Design Development

In the Design Development stage, project goals begin to translate from a conceptual standard into tangible physical products and material choices. Materials for the exterior and interior are evaluated for their beauty, durability and price. Each component that will go into the building is considered in relation to the goals set forth during programming and to the parts it will join with. Design development often unearths a myriad of considerations that must be prioritized in order to make selections and keep the project on track.

The Design Development stage will include building elevations, MEP Plans, Site Civil, Landscape & Irrigation Plan, Phasing Plans, and Temporary Traffic Control, substantially increasing the sheet count from Schematic Design.

Deliverables: Plans, Specifications, and Estimate in PDF format. Schedule and execute Design Development Review meeting.

4. Construction Documents

This phase is comprised of creating an accurate set of construction documents. At this stage of design, the drawings will become the authority on all future matters that arise during construction.

The Construction Document stage will include a set of bid documents that are signed and sealed by the responsible licensed engineer, architect, or landscape architect. The bid documents will also undergo an independent QA/QC review. QA/QC redlines and comment resolution form will be filed and available for Client review.

Deliverables: Signed and sealed Plans, Specifications, and Contract Documents in PDF format. Schedule and execute Construction Document Review meeting.

5. Construction Administration (weekly meetings, 12 hours per week, 35 weeks total)

1. Prepare Invitation for Bid
2. Coordinate and Request State Wage Rates
3. Prepare EJCDC Contract Documents
4. Coordinate Purchasing Letting Dates
5. Conduct Pre-bid Meeting
6. Management and Distribute Bid Documents, Prepare Addendums, etc.
7. Attend Bid Opening
8. Prepare Bid Tabulation and Recommendation for Award Letter
9. Prepare Notice of Award and Notice to Proceed Letters
10. Prepare three executed Contract Documents
11. Schedule and conduct Pre-construction Meeting

Pre-construction activities includes the coordination and distribution of executed Contract Documents, coordination with Hobbs School District and neighborhood residents in the area (regarding construction activities and schedule), preparation of a pre-construction agenda and conduct preconstruction meeting.

Construction management activities include weekly progress meetings, facilitating site work, review of submittals, substantial completion, punch list development, final acceptance, and project close-out.

Deliverables: See item 7, Final Walk Through and Close-out.

6. Sub-substantial Completion

This effort include the preparation of sign-in list, coordinate and schedule site review, observe and generate a punch list, distribute punch list along with notice to contractor for corrections and due date, track punch list correction status, and maintain documented records of punch list corrections.

Deliverables: Punch list and see item 7, Final Walk Through and Close-out.

7. Final Walk Through and Close-out

Deliverables: Closeout Binder in PDF. The closeout binder will have all the pre-construction and construction management correspondence, submittals, RFI's, Pay Application, Record Drawings, etc.

Hobbs City Park - Final Concept

Hobbs, NM

Opinion of Probable Costs

Prepared by Wilson and Company and Siles Southwest
February 4, 2016

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18	SHADE SAIL STRUCTURES (PLAY & PICNIC AREA)	1	LS	\$ 125,000.00	\$125,000.00
19	RESTROOM BLDG.	1	EA	\$ 80,000.00	\$80,000.00
20	MULTI-USE COURT RESURFACING		SF	\$ 7.00	
21	EMERGENCY CALL STATIONS	2	EA	\$ 1,500.00	\$3,000.00
CIVIL					
21	CIVIL INFRASTRUCTURE	25000	SF	\$ 10.00	\$250,000.00
22	SERVICE UTILITIES	1	LS	\$ 25,000.00	\$25,000.00
OPTIONAL					
23	BASKETBALL COURT SHADE STRUCTURE (OPTIONAL)	2	EA	\$ 100,000.00	\$200,000.00
24				Construction Subtotal	\$3,295,250.00
25				Conceptual Design Fee	\$49,000.00
26				Design Professional Fee	\$226,152.50
27				Construction Management Fee	\$123,787.25
				Professional Fee Sub-total	\$398,939.75
28				15% Contingency	\$554,128.46
29				Subtotal	\$4,248,318.21
30				6.8125% GRT	\$289,416.68
31				Grand Total	\$4,537,734.89



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 7, 2016

SUBJECT: Furnish New Asphalt Recycler

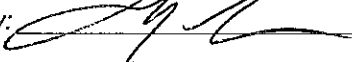
DEPT. OF ORIGIN: General Services
DATE SUBMITTED: February 10, 2016
SUBMITTED BY: Ronny Choate, Director of General Services

Summary:

Sealed Bids were received on February 2, 2016 to furnish a New Asphalt Recycler. Bid packets were mailed to four possible respondents and two bids were received.

KM International	North Branch Michigan	\$ 71,120.00
Renova Industries	Charlotte, North Carolina	\$ 117,000.00

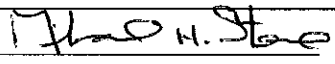
Anthony Maldonado, Street Superintendent attended a demonstration of the Renova Recycler in late 2015. He was very impressed with the operation of the unit and its possible applications on Hobbs City Streets. Close review has shown that the unit offered by KM International is almost exactly the same unit as the Renova unit. His visits with current owners of the KM unit reveal that they very happy with its operation and recommend it use.

Fiscal Impact: Reviewed By: 
Finance Department

..... Cost includes delivery and two day training. The unit will replace a 12 year old recycler that has become very problematic. Budget Line Item #1-0423-43003.

Attachments:

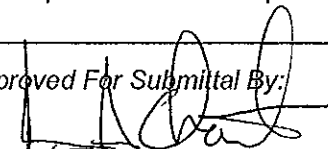
KM International Bid.


Legal Review: Approved As To Form: 
City Attorney

Recommendation:

Approve the purchase of the Asphalt Recycler from KM International...

Approved For Submittal By:


Department Director


City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

Resolution No. _____ Continued To: _____
Ordinance No. _____ Referred To: _____
Approved _____ Denied _____
Other _____ File No. _____

K M INTERNATIONAL
 NORTH BRANCH, MI 48461

KMII QUOTE

Date	Estimate #
1/26/2016	8084

Name / Address
CITY OF HOBBS SHELLY RAULSTON 200 E BROADWAY ST HOBBS NM 88240

Ship To
CITY OF HOBBS STREET DEPT 1200 S. 4TH ST HOBBS, NM 88240


P.O. No.	Terms	Rep	Territory Code	Delivery
	Net 30 Days	CC	60	PO+45

Item	Description	Qty	Cost	Total
KM T2 C1 M2	KM T2 C1 M2 ASPHALT RECYCLER TANDEM AXLE TRAILER MOUNTED W/ SCISSOR HOIST DUMP, 2 TON/HOUR CAPACITY, 700,000 BTU DIESEL FUEL HEATED, 898CC KUBOTA DIESEL POWERED ENGINE, 75 GALLON FUEL TANK 4+ TONS PER HOUR	1	72,800.00	72,800.00
CUSTOM/UNIQUE OPTION	5500 WATT GENERATOR MOUNTED ON DECK FOR JACK HAMMER AND OTHER TOOLS	1	1,500.00	1,500.00
	SUBTOTAL			74,300.00
10% DISCOUNT	10% DISCOUNT		-10.00%	-7,430.00
HANDLING	HANDLING/PACKAGING AND/OR CRATE CHARGES	1	150.00	150.00
FREIGHT - NORTH BRANCH	FOB - DOOR NORTH BRANCH, MI 48461 TO DOOR XXXXXX (FREIGHT CHARGE MAY CHANGE ON DAY OF PICKUP)	1	2,600.00	2,600.00
TRAINING - PROCESS	PROCESS REPAIR TRAINING ON SITE - 1 DAY INCLUDES TRAVEL FOOD AND LODGING *		1,500.00	1,500.00

Subtotal	\$71,120.00
Sales Tax (0.0%)	\$0.00
Total	\$71,120.00

--

Phone #	Fax #
810-688-1234	810-688-8765

Quoted By: 

Accepted _____

INVITATION TO BID

BID NO. 1542-16

FURNISH (1)- NEW ASPHALT RECYCLER

City of Hobbs, New Mexico

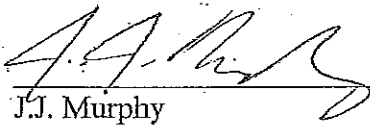
Sealed bids will be received by the City of Hobbs, New Mexico, at the office of the Finance Director in City Hall, 200 E Broadway St, Hobbs, New Mexico 88240 until 2:00 p.m., February 2, 2016 to FURNISH 1-New Asphalt Recycler as specified.

At the above time, bids will not be publicly. Any bid received after the stated time will be returned unopened.

Copies of the specifications may be procured without charge from the office of the City Finance Director. If there are any questions regarding this bid contact Shelly Raulston at (575) 397-9244.

In case of ambiguity or lack of clearness in stating proposal prices the City of Hobbs, New Mexico, reserves the right to adopt the most advantageous thereof, or to reject any or all bids and waive irregularities.

CITY OF HOBBS, NEW MEXICO



J.J. Murphy
City Manager

Publication Date: January 17, 2016



INTERNATIONAL
6561 Bernie Kohler Drive, North Branch, MI 48461

TO: City of Hobbs

RE: Bid N01542-16

26 January 2016

Dear Members of the Board,

In recent years the economy has forced all of us to make many tough choices; choices that many times have resulted in a short sighted view of long term goals. Municipalities across the country have been forced to equate the lowest bid with the best bid while discovering first hand that this is not usually, if ever, the case. Without considering machine quality, ease of use, safety and usable life many communities have been forced to acquire tomorrow's burdensome and expensive problems at today's cheaper prices.

We at KM International have remained steadfast in our commitment to quality despite the obvious desire to offer a lesser, low cost alternative, in the municipal markets. The KMI management team is comprised of veteran armed services personnel that understand first-hand the unwavering requirements for excellence, no matter the current trends. We have fostered an ongoing industry standard of quality that continually exceeds our customers' expectations and would be lost forever if we caved into the short sighted desire to be the "cheaper" choice. Our commitment to the design and manufacture of the highest quality asphalt maintenance equipment in the market has been the driving force for the entire KMI team. We have not always been the lowest bid choice, but we have always been and will remain the best bid choice. The City of Hobbs has purchased a KM 4000 TEDX in 2007 and to date has spent under 500.00 in 8 year in parts from us in the maintenance and upkeep of this unit. As you can see the longevity and the dependability of KM International are there and will come thru if you award us this bid.

KM International respectfully submits this bid 1 new asphalt recycler. We hereby offer the KM T-2 Asphalt Millings recycler with all the accessories requested in the bid. The KM T-2 is a unit of superior quality, craftsmanship and design. The design differences improve upon the intended use of the unit, safety, quality, ease of operation and offer the end user a longer equipment life expectancy, (nearly double in most cases.) At a fraction of the cost to maintain. KM does not have a recommended annual replacement list as do the competitors. Nor do we make claims that we cannot stand behind.

KM International's KM T-2 has the ability to recycle stored asphalt from zero degrees to working temperature in as little as 10 minutes. The unit offers a 700,000 btu burner that does the same thing our competitors do using a 1,400,000 btu burner. The fact is: When heating asphalt more is NOT better. Asphalt absorbs heat at a certain rate once that rate is achieved, extra Btu's will burn the asphalt and or be wasted energy. Our Channel Steel frame allows for continued visual inspection of the frame to better discover evidence of corrosion, where tube steel would go undetected until it's too late our channel steel offers 100% weld surface coverage over tube steel. KM International offers a 2 year full warranty on the entire unit against defective parts and workmanship. In addition KM International a 5 year warranty on the frame and structure. The KM Ultimate Warranty is the new industry gold standard.

We at KM International understand the need to save taxpayer dollars and are confident that with a little comparison shopping the long term savings will far outweigh the desire to accept today's low bid. The cheapest bid is not always the best choice. Call me directly to help point out any other quality and cost savings differences.

Regards,


CLIFFORD CAMERON
DIRECTOR OF SALES

Phone: 810-688-1234 ☎ Toll Free: 800-492-1757 ☎ Fax: 810-688-8765
🌐 www.kminb.com 🌐



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 7, 2016

SUBJECT: RESOLUTION TO APPROVE A LETTER OF UNDERSTANDING BETWEEN THE CITY OF HOBBS AND HOBBS MUNICIPAL SCHOOLS CONCERNING MUNICIPAL ACQUISITION OF CERTAIN SCHOOL PROPERTY.

DEPT. OF ORIGIN: Planning Division
DATE SUBMITTED: February 29, 2016
SUBMITTED BY: Kevin Robinson – Development Director

Summary: The City of Hobbs and the Hobbs Municipal School staff have been in discussions concerning the municipal acquisition of portions of School property located north of the Highland Jr. High and Coronado sites. The letter of understanding attached hereto would formalize staffs discussion. Execution by both governing authorities would allow each the authority to pursue the fee simple transfer of the property.

Fiscal Impact:

Reviewed By: _____

Finance Department

Potential expenditures of +/- \$100,000.00 could occur upon the final tenants of this Letter of Understanding being realized.

Attachments: Letter of Understanding and Resolution.

Legal Review:

Approved As To Form: _____

City Attorney

Recommendation:

Staff recommends consideration to approve the Resolution authorizing execution of the LOU.

Approved For Submittal By:

Kevin Robinson

Department Director

A.J. [Signature]

City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

Resolution No. _____

Continued To: _____

Ordinance No. _____

Referred To: _____

Approved _____

Denied _____

Other _____

File No. _____

CITY OF HOBBS

RESOLUTION NO. 6417

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A LETTER OF UNDERSTANDING WITH HOBBS MUNICIPAL SCHOOLS CONCERNING MUNICIPAL ACQUISITION OF CERTAIN SCHOOL PROPERTY.

WHEREAS, Hobbs Municipal School owns fee simple certain properties located northeast of the intersection of E. Silver and N. Jefferson and E. Highland and N. Brazos; and

WHEREAS, the City of Hobbs and the Hobbs Municipal Schools have discussed the Municipal acquisition of portions of the above commonly described properties, with terms as reflected within the Letter of Understanding.

NOW, THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that

1. The City Manager be and hereby is authorized to execute on behalf of the City of Hobbs a Letter of Understanding with Hobbs Municipal Schools. A copy of the Letter of Understanding is attached hereto and made a part hereof.
2. That City staff and officials are authorized to do any and all deeds necessary to carry out the intention of this Resolution.

PASSED, ADOPTED AND APPROVED this 7th day of March, 2016.

Sam D. Cobb, Mayor

ATTEST:

JAN FLETCHER, City Clerk



PLANNING DIVISION

200 E. Broadway St.
Hobbs, NM 88240

575-397-9351 bus
575-397-9227 fax

City of Hobbs, New Mexico

February 12, 2016

Hobbs Municipal Schools
1515 E. Sanger
Hobbs NM 88240

Dear Mr. Parks:

This letter summarizes the understanding we have reached regarding the property located at 2600 N. Brazos and 2500 N. Jefferson, and more specifically the northern remainder located north of the southern projection of the E. Gold right of way. The City of Hobbs may have an interest in acquiring the aforesaid property including all buildings and improvements and all rights, hereditaments, easements and appurtenances thereunto belonging.

- A. Providing approval by the Hobbs City Commission, Hobbs School Board and any governing authorities, the City of Hobbs and the Hobbs Municipal Schools will enter into a real estate purchase agreement, whereby the City of Hobbs will acquire fee simple title for property more specifically described above. The City of Hobbs will effectuate the creation of a subdivision plat creating dedicated right of way for the eastern projection of E. Gold and a remainder parcel to be located north of the dedication on the eastern tract.
- B. In lieu of a cash consideration for the fee simple transfer above, the City of Hobbs agrees to improve that portion dedicated as public right of way within five (5) years of the transfer. At a minimum the City shall install double penetration chip seal over six (6) inch compacted base course. Additionally, upon transfer, the City agrees to install fencing adjacent to the dedicated right of way of the same style and construction as is currently in place at these locations.
- C. The warranty deed executed by the Hobbs Municipal School shall contain a reversion clause whereby the properties created shall revert back to Hobbs Municipal School property in the event that the above described improvements to the dedicated right of way are not completed within five (5) years of the transfer.

Sincerely,

JJ Murphy, City Manager

I acknowledge and agree to the process, terms and conditions set forth above.

TJ Parks, Hobbs Schools Superintendent

Date



3-54-2. Sale, exchange and gift of property.

A. A municipality may sell personal property for cash at public or private sale without notice where it is shown to the governing body that such property does not exceed the value of two thousand five hundred dollars (\$2,500).

B. A municipality may sell personal property having a value of more than two thousand five hundred dollars (\$2,500) at public or private sale. If a private sale is held under this subsection, such sale shall be held only after notice is published at least twice, pursuant to the provisions of Subsection J of Section 3-1-2 NMSA 1978, not less than seven days apart, with the last publication not less than fourteen days prior to the sale.

C. If a public sale is held, the bid of the highest responsible bidder shall be accepted unless the terms of the bid do not meet the published terms and conditions of the municipality, in which event the highest bid which does meet the published terms and conditions shall be accepted; provided, however, a municipality may reject all bids. Terms and conditions for a proposed sale or lease shall be published at least twice, not less than seven days apart, with the last publication no less than fourteen days prior to the bid opening, and shall be published according to the provisions of Subsection J of Section 3-1-2 NMSA 1978.

D. A municipality may sell, at a private or public sale, exchange or donate real or personal property to the state, to any of its political subdivisions or to the federal government if such sale, exchange or gift is in the best interests of the public and is approved by the local government division of the department of finance and administration. The provisions of Section 6-6-11 NMSA 1978 shall not apply to such sale, exchange or a donation.

History: 1953 Comp., § 14-55-2, enacted by Laws 1967, ch. 126, § 1; 1981, ch. 52, § 2; 1983, ch. 115, § 2; 1989, ch. 380, § 2.



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 7, 2016

SUBJECT: PUBLICATION OF AN ORDINANCE TO REPEAL CHAPTER 2.44 HOBBS INDUSTRIAL AIRPARK BOARD OF THE CITY OF HOBBS MUNICIPAL CODE.

DEPT. OF ORIGIN: Planning Department
DATE SUBMITTED: February 29, 2016
SUBMITTED BY: Kevin Robinson - Development Director

Summary: The Municipality created an Airport Board on December 7, 1970 by adopting Ordinance #583, subsequently the Chapter was amended on April 16, 2001 to its current form by Ordinance #878. The Hobbs Industrial Air Park Board has not convened since April 15, 2010. The powers and duties bestowed upon the Hobbs Industrial Air Park Board are similar to those bestowed to the City of Hobbs Planning Board just restricted to the roughly 2,800 acre area commonly known as the HIAP located west and northwest of the New Mexico Junior College. The City of Hobbs Planning Board reviewed this issue on February 16, 2016 and voted 5 to 0 to recommend approval of the Ordinance Repealing Chapter 2.44 of the Hobbs Municipal Code.

Fiscal Impact: Reviewed By: [Signature] Finance Department

No Fiscal impact.

Attachments: Ordinance, Planning Board Minutes.

Legal Review: Approved As To Form: [Signature] City Attorney

Recommendation: Staff recommends consideration to publish the Ordinance Repealing Chapter 2.44 of the Municipal Code.

Approved For Submittal By: [Signature] Department Director
[Signature] City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN
Resolution No.
Ordinance No.
Approved
Other
Continued To:
Referred To:
Denied
File No.

CITY OF HOBBS

ORDINANCE NO. _____.

AN ORDINANCE TO REPEAL IN ITS ENTIRETY CHAPTER 2.44 OF THE HOBBS MUNICIPAL CODE.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the following Chapter of the Hobbs Municipal Code be and is hereby repealed in its entirety.

Chapter 2.44 - HOBBS INDUSTRIAL AIR PARK BOARD

2.44.010 - Created—Composition—Appointment of members—City Manager, or his or her designee and City Attorney to act in advisory capacity—Oath.

There is created an Airport Board to be known as the Hobbs Industrial Air Park Board, which shall consist of six (6) members, who shall be residents of the City, who shall be appointed by the Mayor with the approval of a majority of the City Commission and who shall be responsible to the City Commission. The City Manager, or his or her designee and the City Attorney shall act in an advisory capacity to such Board. All members of the Hobbs Industrial Air Park Board shall qualify for office by taking an oath to faithfully and impartially discharge the duties of the office.

(Ord. 878 (part), 2001: prior code § 2-34)

2.44.020 - Terms—Organization.

The term of each of the appointed members of the Hobbs Industrial Air Park Board shall be for two (2) years; except, that when the Hobbs Industrial Air Park Board members are first appointed, two (2) of the members shall be appointed for four (4) years, two (2) members for three (3) years, one (1) member for two (2) years and one (1) member for one (1) year. Thereafter, appointment of members shall be for terms of two (2) years, except to fill a vacancy. The terms of the members of the Hobbs Industrial Air Park Board shall commence on April 1st of the year in which the appointment is made and shall expire on March 31st; provided, that every member of the existing Hobbs Industrial Air Park Board shall be a member of the Hobbs Industrial Air Park Board until the expiration of the term for which such member was appointed. The Hobbs Industrial Air Park Board, when so appointed, shall meet and organize its body by electing one (1) of the members as Chairperson, one (1) of the members as Vice Chairperson and one (1) of the members as Secretary. Thereafter, annually and within forty-five (45) days after the appointment of the incoming members, the Hobbs Industrial Air Park Board shall reelect its officers.

(Ord. 878 (part), 2001: prior code § 2-35)

2.44.030 - Compensation—Removal of members—Vacancies.

The members of the Hobbs Industrial Air Park Board shall serve without compensation as members during the term for which they are appointed, or until their removal or resignation, and until their successors are duly appointed and qualified. The City Commission may remove a member of the Hobbs Industrial Air Park Board for cause and shall fill any vacancy on the Hobbs Industrial Air Park Board that may occur.

(Prior code § 2-36)

2.44.040 - Meetings and quorum.

The Hobbs Industrial Air Park Board shall meet regularly, at least quarterly, on a regular date to be designated by such Board; provided, that a special meeting may be called at any time by written request to the Chairperson of the Hobbs Industrial Air Park Board by three (3) members, or on call by the Chairperson with the written consent of all members of such Board. All meetings, whether regular or special, shall be open to the public as provided by the laws of the State. A majority of the whole membership shall constitute a quorum, and no action can be had in the absence of a quorum.

(Ord. 878 (part), 2001: prior code § 2-37)

2.44.050 - Adoption of rules and regulations.

The Hobbs Industrial Air Park Board shall adopt rules and regulations for the government of their own proceedings and carry out the purposes for which such commission is created, not inconsistent with the legislative acts of the State, this code and other ordinances of the City.

(Prior code § 2-38)

2.44.060 - Powers and duties generally.

It shall be the duty of the Hobbs Industrial Air Park Board to advise the City Commission on all matters pertinent to the development of the industrial or other municipal or recreational uses of the City Industrial-Air Park. The Board shall recommend rules and regulations governing the use of all property within the Chairperson, shall investigate and make recommendations to the City Commission on all occupants or potential occupants thereof, shall have the responsibility to devise ways and means to advertise the resources of the City Industrial-Air Park and shall actively pursue its development. The Hobbs Industrial Air Park Board shall, from time to time, submit to the City Commission reports, maps and plans for such purposes. The Hobbs Industrial Air Park Board also shall have the responsibility and authority to enforce the regulations prescribed in the airport zoning ordinance. The Hobbs Industrial Air Park Board shall submit a copy of the minutes of each meeting to the City Commission. The Hobbs Industrial Air Park Board is authorized to interview and recommend to the City Commission the employment of expert planners, engineers, landscape architects or other planning consultants for the preparation of any plan, master plan, proposal or ordinance relative to the development of the City Industrial-Air Park; provided, that the employment of any such consultant or expert and the determination of the consideration, fees or salaries for such services shall be vested solely in the City Commission.

(Ord. 878 (part), 2001: prior code § 2-39)

2.44.070 - Time permitted for recommendations on plans, master plans, proposals or ordinances.

Whenever any plan, master plan, proposal or ordinance relating to matters coming within the duties or jurisdictions of the Hobbs Industrial Air Park Board shall have been referred to the Hobbs Industrial Air Park Board for consultation or advice, such Board shall return the same to the City Commission, with its report and recommendations thereon in writing, within fifty (50) days after the same shall have been referred to such Board, unless the City Commission shall, in referring to the same, direct that a longer or shorter period shall be allowed for

such report; provided, that upon the request or recommendation of the Hobbs Industrial Air Park Board, the time for making such report and recommendation may be extended, within the discretion of the City Commission.

(Prior code § 2-40)

2.44.080 - City not to act on plans or master plans until expiration of time allowed for Board's reports and recommendations.

When any plan, master plan, proposal or ordinance shall have been referred by the City Commission to the Hobbs Industrial Air Park Board, the City shall not take action thereon until the expiration of the time allowed for the report and recommendation of such Board to the commission.

(Prior code § 2-41)

2.44.090 - Subcommittees—Public hearings.

The Hobbs Industrial Air Park Board is authorized to appoint advisory subcommittees, consisting of residents of the City, to assist the Board in their deliberations and recommendations on plans, master plans, proposals or ordinances. Such subcommittees and the Hobbs Industrial Air Park Board are authorized to conduct public hearings on all matters relative to the authority vested in the Hobbs Industrial Air Park Board by this chapter.

(Prior code § 2-42)

2.44.100 - Duty to keep informed on Air Park planning, submit reports and recommendations concerning development generally.

It shall be the duty of the Hobbs Industrial Air Park Board to keep itself informed as to the progress of the Air Park planning in the City and other communities and to make studies and recommendations for the improvement of the City Industrial Air Park for the general welfare of the public. They shall submit to the City Commission, from time to time, plans, reports and recommendations concerning the development of facilities for the City Industrial-Air Park including, but not limited to, business development, boulevards, highways and other grounds and the extension and opening of streets and highways.

(Prior code § 2-43)

PASSED, ADOPTED AND APPROVED this ____ day of _____, 2016

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

5) Review and Consider a proposed Ordinance repealing Section 2.44 of the Hobbs Municipal Code concerning the Hobbs Industrial Air Park Board.

Mr. Robinson said this ordinance was necessitated because the HIAP Board has not met for approximately 7 years. He said the Planning Board does everything the HIAP Board was created to do. He said there may be leases or additional subdivisions at HIAP. Mr. Hicks asked if the HIAP Board was charged with development in that area? Mr. Robinson said yes planning and development. Mr. Hicks asked if there had been any Master Plans? He said yes and he could get them to the Board. Mr. Sanderson said the major interest in the Soaring Society is the ramp area. Mr. Hicks said he would like the City Commission to give direction to the Board on how they would like it handled. Mr. Ramirez made a motion, seconded by Mr. Sanderson to approved the repealing the Ordinance. The vote on the motion was 5-0 and the motion carried.

6) Review and Consider proposed subdivision located southeast of the intersection of W. Illinois and Jennifer Lane and within the extra territorial planning and platting jurisdiction.

Mr. Robinson said this subdivision is located in the ETZ. He said there is a redline version of the subdivision in their packet. He said Illinois Street is a dedicated County maintained roadway but is not improved to county standards. He said there was also a dedication of Jennifer in 2010. He said the map in the packet shows that the county is maintaining Main, Gilbert, Russell, Illinois and Broadway.

Mr. Robinson said the owner of the property brought in a plat and the County Planner is aware of all of the redlines and believes it will not be an issue with getting signatures once the redlines are addressed.

Mr. Robinson said staff is requesting a fee simple dedication to the county of Illinois. Mr. Kesner said in his opinion a lot of this is coming before the county about the time they had a long discussion about private drives. He said access is there but it is debatable if it is public access. Mr. Hicks said he thinks they would be remiss in not requiring an access easement on Jennifer from the adjoining streets. Mr. Robinson said in his opinion the only control they have is with this subdivider. Mr. Hicks said that is correct and they would have to ask and get the people on the adjoining properties to give an easement. Mr. Robinson said technically the subdivider on Illinois has to acquire dedications connecting him back to Lovington Highway. Mr. Kesner said there is only one that doesn't have access. He said in reality if the people want to sell the parcel of land then they have to create a parcel of land that they will be able to get a clear title on. Mr. Hicks said all of these tracts will have a problem but they can at least fix the ones they are dealing with here by requiring an easement across Buchanan's property. Mr. Hicks suggested that they approve it with the conditions that staff talk to the County Planner and David Pyeatt and see if they can get that part fixed.

Mr. Ramirez made a motion, seconded by Mr. Sanderson to approve the subdivision with the condition that staff ask the Buchanan's for a dedication. The vote on the motion as 5-0 and the motion carried.





CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 7, 2016

SUBJECT: AUTHORIZE CHANGE ORDER TO ENTRENCH, INC. FOR UTILITY EXTENSION ON GOINGS DRIVE (WATER WELL #13 CONTRACT BID 1532-15)
DEPT. OF ORIGIN: Engineering Department
DATE SUBMITTED: 2-01-16
SUBMITTED BY: Todd Randall, City Engineer

Summary: The City of Hobbs has entered into Development Agreements with Pilot Retail Fuel Center, Dagger Draw, LLC and (undeveloped) property owner for the extension of water, sewer and roadway improvements for Goings Road. The City approved agreements and received full payment for fair share frontage assessment from Pilot and Dagger Draw. The City has agreed to pay for additional costs associated with the over-size and over-depth of sewerline to service properties north of the proposed development. The limits of the extension for improvements are the north property line of the proposed Truck Wash Facility (Dagger Draw, LLC) to be located on Goings Road. In order to expedite this work the City will utilize an existing Contract with Entrench, Inc. for this portion of the work.

After the utility improvements are made the roadway improvements will be presented to the City Commission as a Task Order under the Annual Paving Agreement with Ramirez & Son's in April of 2016.

Fiscal Impact:

Reviewed By: [Signature] Finance Department

Account Number: 44-4044-44901-00073
Budget: \$748,239.73
Available: \$604,549.64
Existing Contract: \$221,325.00 (\$286,402.77 includes GRT)
Proposed Change Order: \$120,000.00 (Goings Utilities)

Attachments: Cost Estimate

Legal Review:

Approved As To Form: [Signature] City Attorney

Recommendation:

Consideration of approval of Change Order to Entrench, Inc. for Goings Utility Extension

Approved For Submittal By:

[Signature]

Department Director

[Signature]

City Manager

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COMMISSION ACTION TAKEN

Resolution No. _____ Continued To: _____
Ordinance No. _____ Referred To: _____
Approved _____ Denied _____
Other _____ File No. _____

ENTRENCH, Inc.

Civil Contractors

3311 N. Grimes Hobbs, NM 88240 Phone (575) 492-1914 Fax (575) 392-4492

March 2, 2016

Todd Randall
City of Hobbs

Our price quote is as follows:

Goings Lane, Hobbs, NM.

ITEM NO.	QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
SEWER					
1	1	LS	TIE IN TO THE EXISTING LINE	\$950.00	\$950.00
2	400	LF	10" SDR-26 SEWER LINE	\$190.00	\$76,000.00
3	1	EA	6' DIAM. 17' DEEP FIBERGLASS MANHOLE	\$13,900.00	\$13,900.00
4	1	EA	MANHOLE LID AND COVER W/CITY LOGO	\$950.00	\$950.00
5	1	LS	END CAP FOR FUTURE CONECTION	\$750.00	\$750.00
6	1	EA	MANHOLE CONCRETE ADJUSMENT	\$450.00	\$450.00
7	1	LS	RESHAPE EXISTING DRAINAGE CHANNEL	\$11,600.00	\$11,600.00
TOTAL SEWER					\$104,600.00
WATER					
1	110	LF	10" C900 WATER LINE	\$40.00	\$4,400.00
TOTAL WATER					\$4,400.00
OTHER					
1	1	EA	TRAFFIC CONTROL	\$2,500.00	\$2,500.00
2	1	EA	TRENCH SAFETY	\$8,500.00	\$8,500.00
			CITY FEES AND PERMITS		
			RIGHT OF WAY PERMIT		
			SEWER TAP PERMIT		
			WATER TAP PERMIT		
			INSPECTION FEES		
TOTAL					\$11,000.00

EXCLUSIONS:

- 1) SURVEYING, TESTING, MANHOLE ADJUSTMENTS, CITY OR STATE PERMITS, METERS AND TAPPING FEES
- 2) IF IT IS NOT SPECIFICALLY LISTED ABOVE IT IS NOT PART OUR BID!
- 3) ANY PART NOT ON THIS BID CAN NOT BE PART OF AN "ALL INCLUSIVE" CIVIL CONTRACT
- 4) ALL UTILITIES WILL COME WITHIN 5' OF THE BUILDING BUT WILL NOT DO ANY PLUMBING CONNECTIONS
- 5) **IN THE EVENT ROCK IS ENCOUNTERED DURING EXCAVATION, THERE WILL BE A \$1,500.00 MOBILIZATION CHARGE FOR THE ROCKSAW EQUIPMENT ALONG WITH AN ADDITIONAL COST OF \$10.00 - \$15.00 PER FOOT OF TRENCH DEPENDING ON IT'S DEPTH.**
- 6) IF AN ADDITIONAL UMBRELLA POLICY IS REQUIRED AND NOT DISCLOSED DURING THE BIDDING PROCESS, IT WILL BE AN ADDITIONAL COST TO YOU.

SUB-TOTAL	\$120,000.00
TAX 6.8125%	\$8,175.00
TOTAL PROJECT COST	\$ 128,175.00

We hereby propose to furnish labor, materials and equipment to complete the project in accordance with above specifications, for the sum listed above plus the State's Gross Receipt Tax, with payment due upon receipt of invoice. Any alterations or deviations from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the proposed amount above. The property owner and/or the General contractor are responsible for the location of utility lines on private property. Entrench, Inc. is not responsible for damages to underground utility lines which are not located or incorrectly marked. Utility lines shall be marked prior to the beginning of work on the project site.

We appreciate this opportunity to bid on your project and hope we can be of service to you and your company, now and in the near future. If you have any questions or require additional information please feel free to call me at (575) 492-1914.

Sincerely,

Alberto Caballero
Entrench, Inc.



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 7th, 2016

SUBJECT: RAMIREZ & SON'S WORK ON THE ANNUAL AGREEMENT (BENSING & SMITH RECONSTRUCTION – EFFLUENT PROJECT)

DEPT. OF ORIGIN: Engineering Department
DATE SUBMITTED: 03-2-16
SUBMITTED BY: Todd Randall, City Engineer

Summary:

Smithco Construction is currently under contract with the City of Hobbs for the installation of a 20" Effluent Line and 12" Water line along Bensing and Smith. After all utility improvements are installed the roadway improvements are to follow in phases, this includes the section of Bensing from Jones to Mahan that has been ready for paving for over 90 day. This is the highest residential density along Bensing, which includes a Nursing Facility (Country Cottage Care & Rehab.).

At the time of this Staff Summary, City staff has requested a change order to remove all paving from the Rockwind Effluent Project. Section 11 of the contract general conditions allows for the reduction of the contract amount by the removed quantities at the contractual unit prices. Since this change order would be a net contract price reduction, the City Manager may execute the proposed Change Order. The net decrease is estimated at nearly \$1M.

Attached is the estimated cost of work by contracting through the City of Hobbs Annual Agreement with Ramirez & Son's, which is estimated at \$850,768.00 plus GRT. Although this is a net cost savings to the City of Hobbs in hard numbers, there are additional internal soft costs associated with contractor coordination between Smithco and Ramirez & Son's and additional contract administration. Staff believes that this will accelerate the roadway construction phase and restore Bensing St from Jones to Mahan in a timely manner.

Fiscal Impact:

Reviewed By: [Signature]
Finance Department

Work will be completed by work order with Ramirez & Son's and removed from the Effluent Project. The estimated net cost reduction is estimated at nearly \$1M, which includes removing all paving and adding field changes.

Budget Line: 62-4062-44901-00192
Effluent Contract: \$6,133,264.00
Change Order No. 1: Est (\$1,050,000) includes the removal of all paving and adding additional utility work
Ramirez WO: \$850,768.00 plus GRT

Attachments: Ramirez Work Order Estimate

Legal Review:

Approved As To Form: [Signature]
City Attorney

Recommendation: *Consideration for approval of a work order to Ramirez & Son's*

Approved For Submittal By:

[Signature]
Department Director
[Signature]
City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

Resolution No. _____
Ordinance No. _____
Approved _____
Other _____

Continued To: _____
Referred To: _____
File No. _____
Denied

ANNUAL PAVEMENT AND CONCRETE WORK AGREEMENT - UNIT PRICES

ITEM NO.	DESCRIPTION	UNIT	QTY.	UNIT PRICE	TOTAL
209001	BLADING AND RESHAPING	S.Y.	20,000.00	\$0.50	\$10,000.00
203002	UNCLASSIFIED EXCAVATION (301 - PLUS CY)	C.Y.	1,800.00	\$5.50	\$9,900.00
302004	PROCESSING, PLACING, & COMPACTING EXISTING PAVEMENT AND BASE COURSE (8" DEPTH) COMPLETE IN PLACE. (11,001 S.Y PLUS)	S.Y.	48,000.00	\$2.85	\$136,800.00
408002	PRIME COAT MATERIAL, COMPLETE IN PLACE (2001 PLUS S.Y.)	S.Y.	48,000.00	\$0.65	\$31,200.00
427274	2" HOT-MIX ASPAHALT SP IV, COMPLETE IN PALCE. (5001 PLUS SY)	S.Y.	48,000.00	\$10.30	\$494,400.00
423278	3" HOT-MIX ASPAHALT SP IV, COMPLETE IN PALCE. (5001 PLUS SY)	S.Y.	10,150.00	\$15.12	\$153,468.00
702800	TRAFFIC CONTROL PLAN, LUMP SUM NEGOTIATED AT TIME OF TASK ORDER	L.S.	1.00	\$10,000.00	\$10,000.00
801000	CONSTRUCTION STAKING BY CONTRACTOR, CONTROL POINTS PROVIDED BY THE CITY OF HOBBS, NEGOTIATED AT TIME OF TASK ORDER	L.S.	1.00	\$5,000.00	\$5,000.00
TOTAL BID PRICE					\$850,768.00



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: March 7, 2016

SUBJECT: CONSIDER CHANGES IN HOURS/DATES FOR VARIOUS PARKS & RECREATION DEPARTMENT SUMMER PROGRAMS; FEE CHANGES FOR SUMMER PROGRAMS AND ACTIVITIES; FEE CHANGES FOR PARK PAVILLION RENTALS AND AFTER HOURS ROOM RENTALS AT THE SENIOR CENTER

DEPT. OF ORIGIN: Parks and Recreation Department
DATE SUBMITTED: 03-02-2016
SUBMITTED BY: Doug McDaniel, Parks & Recreation Director

Summary:

The City of Hobbs Parks & Recreation Department, in an effort to give value to our Summer Programs, reduce impact on the City's budget and generate additional revenue is proposing to make several changes to Summer Recreation programs and activities including implementing a one-time fee for participation in the City's very popular Summer Recess and Summer Sports programs. Also being proposed is a change to Park Pavillion rental policies and an increase of Park Pavillion rental fees along with implementing a new fee for after-hours room rentals at the Senior Center. Additionally, changes are being proposed to the operating hours at the outdoor pools and splash pads along with an increase in the admission fee for adults at Del Norte Pool and the elimination of private pool party rentals on Tuesday nights. All of the proposed changes are included on "Schedule A" which is attached to the Staff Summary.

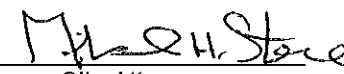
Fiscal Impact:

Reviewed By: 
Finance Department

Budgets	Parks & Recreation Department Various Budgets, General Fund Recreation (0330), Parks (0320), Pools (0335)
Personnel	Implementation of new program hours at Summer Recess, Summer Sports, Closing of Outdoor Pools on Mondays and Elimination of Tuesday Night Pool Rentals will create a savings in staffing costs of approximately: \$51,300
Revenue	Proposed new fees for Swim Lessons, Admission at Del Norte Pool for Adults, Registration Fees for Summer Recess and Summer Sports Programs, Proposed Park Pavillion Fees and Room Rental Fees at Senior Center will have a net effect on revenue (generated) of approximately \$20,895.00
Utilities	There will also be an associated reduction in utility billing at splash pads resulting in an estimated savings of: \$8,300

Attachments: Proposed Parks & Recreation Department Fees – Schedule A

Legal Review:

Approved As To Form: 
City Attorney

Recommendation:

Consider approving changes to Parks & Recreation Department Programs, Activities and Fees

CITY OF HOBBS

RESOLUTION NO. 6418

A RESOLUTION CHANGING HOURS/DATES FOR VARIOUS
PARKS AND RECREATION DEPARTMENT SUMMER PROGRAMS;
FEE CHANGES FOR SUMMER PROGRAMS AND ACTIVITIES;
CHANGES IN RENTAL FEES FOR PARK PAVILION
AND AFTER HOURS ROOM RENTAL AT SENIOR CENTER

WHEREAS, the City of Hobbs Parks and Recreation Department in an effort to give value to our Summer Programs and reduce impact on the City budget and generate additional revenue;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the hours/dates for various summer programs; the fees for summer programs and activities and rental fees for the Park Pavilion and after hours room rental at the Senior Center be changed as set forth in Schedule A herein.

PASSED, ADOPTED AND APPROVED this 7th day of March, 2016.

SAM D. COBB, MAYOR

ATTEST:

JAN FLETCHER, City Clerk

**PROPOSED PARKS & RECREATION FEES
SCHEDULE A**

CURRENT FEES/PROGRAMS

PROPOSED FEES/PROGRAMS

PARKS

Park Pavilion Rental Fees

Park Pavilion Rental Fees

Large Pavilions - \$25 refundable deposit
- \$25 rental fee (4 hours)

Large Pavilions - \$35 refundable deposit
- \$35 rental fee (3 hours)

Small Pavilions - no charge

Small Pavilions - \$25 refundable deposit
- \$25 rental fee (3 hours)

Patrons choose the 4 hour time-slot

Set available reservation time slots to:
8:00 a.m. – 11:00 a.m.
12:00 p.m. – 3:00 p.m.
5:00 p.m. – 8:00 p.m.

POOLS

Pool Hours (Outdoor Pools)
12:00 p.m. – 6:00 p.m., 7 days/week

Pool Hours (Outdoor Pools)
12:00 p.m. – 6:00 p.m., Tuesday – Sunday
(Closed Mondays)

Outdoor Pools Rentals

Proposed Pool Rentals

Sunday and Saturday:
6:00 p.m. - 8:00 p.m.
8:15 p.m. – 10:15 p.m.
Tuesday:
6:00 p.m. - 8:00 p.m.

Sunday and Saturday:
6:00 p.m. - 8:00 p.m.
8:15 p.m. – 10:15 p.m.
Tuesday:
No Rentals

Del Norte Entrance Fee
\$2/day for ages 4-61

Del Norte Entrance Fee
\$3/day for adults
\$5/day for 2 adults

SPLASH PADS

Hours of Operation
9:00 a.m. – 9:00 p.m.

Hours of Operation
11:00 a.m. – 8:00 p.m.

SWIM LESSONS

Session Fees (2 weeks)
\$20

Session Fees (2 weeks)
\$25

SUMMER RECESS AND SUMMER SPORTS PROGRAMS

Length of Program
8 Weeks, Monday – Friday

Program Fees
\$0

Night League Basketball
Team Registration Fees: \$160.00

Length of Program
7 weeks, Monday – Friday (close at 12pm on Friday)

Program Fees
\$10, one-time registration fee

Night League Basketball
Team Registration Fees: \$240.00

SENIOR CENTER – AFTER HOURS ROOM RENTALS

Room Rental Fees
\$0

Room Rental Fees
\$25 per room (for those groups that do not provide a
beneficial service to Senior Citizens)