

Commission Meeting Agenda



Mayor

Samuel D. Cobb

City Commission

Marshall R. Newman

Cynthia D. Calderon

Patricia A. Taylor

Joseph D. Calderón

Garry A. Buie

Don R. Gerth

Acting City Manager

Manny Gomez

February 20, 2018



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

Tuesday, February 20, 2018 - 6:00 p.m.

Sam D. Cobb, Mayor

Marshall R. Newman
Commissioner - District 1

Cynthia D. Calderon
Commissioner - District 2

Patricia A. Taylor
Commissioner - District 3

Joseph D. Calderón
Commissioner - District 4

Garry A. Buie
Commissioner - District 5

Don R. Gerth
Commissioner - District 6

A G E N D A

*City Commission Meetings are
Broadcast Live on KHBX FM 99.3 Radio
and Available via Livestream at www.hobbsnm.org*

CALL TO ORDER AND ROLL CALL

INVOCATION AND PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

1. Minutes of the January 16, 2018, Regular Commission Meeting

PROCLAMATIONS AND AWARDS OF MERIT

2. Recognition of Employee Milestone Service Awards for February, 2018:
 - ▶ 5 years - James Collins, Parks Department
 - ▶ 5 years - RP Hopper, Hobbs Police Department

- ▶ 10 years - Fidel Aldrete, Hobbs Police Department
- ▶ 10 years - Royce Finney, Streets Department
- ▶ 10 years - Carol Gober - Utilities Department
- ▶ 10 years - Amanda Gonzales, Detention
- ▶ 10 years - Frances Tello, Detention
- ▶ 20 years - Wade Whitehead, Parks Department
- ▶ 25 years - George Luetje, Streets Department

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. Consideration of Approval of a Task Order with Ramirez & Sons, Inc., in the Amount of \$43,180.89 for South Goings Street Improvements *(Todd Randall, City Engineer)*

DISCUSSION

None

ACTION ITEMS *(Ordinances, Resolutions, Public Hearings)*

4. Resolution No. 6628 - Approving the City of Hobbs' 2017 Fiscal Year Audit Report as Prepared by Moss Adams *(Toby Spears, Finance Director)*
5. Resolution No. 6629 - Authorizing Budgetary Adjustment #4 for FY 2017-2018 *(Deb Corral, Assistant Finance Director)*
6. Resolution No. 6630 - PUBLIC HEARING: Concerning the Issuance of a Restaurant Liquor License to Hollie, Inc., d/b/a Outlaw Grill, 521 West Navajo, Hobbs, New Mexico *(Mike Stone, City Attorney)*
7. Resolution No. 6631 - Approving the Final Plan for Tanglewood Unit Two at Ranchview Estates Subdivision Located Northwest of the Intersection of East Bender and Ranchland as Recommended by the Planning Board *(Kevin Robinson, Development Director)*

8. Resolution No. 6632 - Approving a Development Agreement with ALJO, LLC, Concerning the Development of Market Rate Single Family Housing Within the Tanglewood Unit Two Subdivision (*Kevin Robinson, Development Director*)
9. Resolution No. 6633 - Establishing Fees for Animal Permits, Licenses, Adoptions and Services for Hobbs Animal Ordinance (*Britt Lusk, Administrative Services Director*)

COMMENTS BY CITY COMMISSIONERS, CITY MANAGER

10. Next Meeting Date:

- ▶ Regular Meeting - **Monday, March 5, 2018**, 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. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk's Office if a summary or other type of accessible format is needed.



CITY OF HOBBS

COMMISSION STAFF SUMMARY FORM

MEETING DATE: February 20, 2018

SUBJECT: City Commission Meeting Minutes

DEPT. OF ORIGIN: City Clerk's Office
DATE SUBMITTED: February 14, 2018
SUBMITTED BY: Jan Fletcher, City Clerk

Summary:

The following minutes are submitted for approval:

- ▶ Regular Commission Meeting of February 5, 2018

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 Monday, February 5, 2018, 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 Cynthia Calderon
Commissioner Patricia A. Taylor
Commissioner Joseph D. Calderón
Commissioner Garry A. Buie
Commissioner Don Gerth

Also present:

Manny Gomez, Acting City Manager/Fire Chief
Mike Stone, City Attorney
Efren Cortez, Assistant City Attorney
Brian Dunlap, Deputy Police Chief
Shane Blevins, Police Captain
Clipper Miller, Police Lieutenant
Michael Walker, Police Captain
Kevin Shearer, Fire Captain
Chris Davis, Battalion Chief
Toby Spears, Finance Director
Ron Roberts, Information Technology Director
Benjamin Harrison, Municipal Judge
Shannon Carter-Arguello, Municipal Court Administrator
Todd Randall, City Engineer
Kevin Robinson, Development Coordinator
Tim Woomer, Utilities Director
Britt Lusk, Administrative Services Director
Raymond Bonilla, Community Services Director
Doug McDaniel, Parks and Recreation Director
Linda Howell, Golf Course General Manager
Catherine Vorrasi, CORE Facility Director
Lindsay Chism McCarter, CORE Marketing Coordinator
Nicholas Goulet, Human Resources Director
Meghan Mooney, Communications Director
Robert Hamilton, Reference Librarian
Ann Betzen, Risk Manager/Executive Assistant
Mollie Maldonado, Deputy City Clerk
Jan Fletcher, City Clerk
43 citizens

Invocation and Pledge of Allegiance

Commissioner Taylor delivered the invocation and Commissioner Gerth led the Pledge of Allegiance.

Approval of Minutes

Commissioner Joseph Calderón moved that the minutes of the regular meeting held on January 16, 2018, be approved as presented. Commissioner Newman seconded the motion and the vote was recorded as follows: Newman yes, Cynthia Calderon yes, Taylor yes, Joseph Calderón yes, Gerth yes, Buie yes, Cobb yes. The motion carried.

Proclamations and Awards of Merit

Recognition of Catherine Vorrasi for Attainment of Certified Youth Sports Administrator Certification by the National Alliance for Youth Sports.

Mr. Doug McDaniel, Parks and Recreation Director, recognized Ms. Catherine Vorrasi, CORE Facility Director, for earning the Professional Certified Youth Sports Administrator (CYSA) Certification. He stated the Academy for Youth Sports is a comprehensive certification program provided by the National Alliance for Youth Sports (NAYS) that offers cutting-edge information on critical topics for youth sports administrators. Ms. Vorrasi thanked the Commission and City for allowing her to attend the NAYS program and stated her certification will be well utilized at the Center of Recreational Excellence (CORE).

Recognition of Award to Linda Howell as PGA Merchandiser of the Year.

Mr. McDaniel recognized Ms. Linda Howell, Rockwind Community Links General Manager, for being awarded the PGA Merchandiser of the Year Award. Ms. Howell expressed appreciation for the recognition and reviewed the merchandise sales numbers at Rockwind. She stated Rockwind Community Links also won the Amazing Facility Award and it is all thanks to the great Rockwind Community Links staff.

Public Comments

Mayor Cobb requested that Mr. Mike Stone, City Attorney, review the requirements for public comments. Mr. Stone stated the Open Meetings Act (OMA) allows "all persons desiring shall be permitted to attend and listen to the deliberations and proceedings". He stated per the City's Rules of Procedure, the Mayor is the presiding officer of all meetings of the City Commission and one of his responsibilities is to call for public comments. Mr. Stone stated our rules expand and allow the public an opportunity to

comment up to three minutes on non-agenda items. He outlined that public comments should be in the form of comments and not a question-and-answer session or cross examination of the Commission.

Mr. Tim Thornell, CEO of the Lea Regional Medical Center (LRMC), stated that LRMC has joined with the American Heart Association (AHA) and February has been designated as "Heart Month". He stated heart disease is the number one killer in the United States. Mr. Thornell stated heart disease can be prevented through education and a program has been created which is entitled "Be Heart Healthy". Mayor Cobb thanked Mr. Thornell for his presentation.

Mr. Thornell thanked the Parks and Recreation staff for the great job hosting the recent Farther and Daughter Dance.

Mr. Oscar Gonzalez stated Van Orden v. Perry was a United States Supreme Court case involving a display of the Ten Commandments on a monument given to the government at the Texas State Capitol in Austin and whether the monument violated the establishment clause of the First Amendment. In the suit, the United States Court of Appeals for the Fifth Circuit ruled in November, 2003, that the displays were constitutional on the grounds that the monument conveyed both a religious and secular message. Mr. Gonzalez added in 2005, the Supreme Court also ruled that the display was constitutional.

Mr. Joe Cotton, President of the NAACP, expressed appreciation to Mayor Cobb for being a speaker at the recent Martin Luther King (MLK) Celebration. He clarified the celebration was sponsored by the local NAACP Branch and not sponsored by the City. He stated City Officials were only guests at the event. He stated the community needs to be united and not divided.

Mr. Jeremy Wood stated neither he or his group, Freedom From Religion Foundation, accused the City of sponsoring the MLK Celebration. He stated the article in the newspaper was an error on part of the Hobbs News Sun.

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

Resolution No. 6625 - Approving the FY 2018 Second Quarter Financial Report for the New Mexico Department of Finance and Administration.

Resolution No. 6626 - Approving the FY 2018 Second Quarter Financial Report for the New Mexico Department of Finance and Administration for Lodgers' Tax.

Resolution No. 6627 - Approving a Letter of Support and Waiving Permitting Fees to Chelsea Investment Corporation for a Proposed Application to the New Mexico Mortgage Finance Authority (NMMFA) for 9% Tax Credits to Rehabilitate the Woodleaf Apartments.

Mayor Cobb stated Item #5 on the agenda approving the FY 2018 Second Quarter Financial Report for the New Mexico Department of Finance and Administration for Lodgers' Tax indicates that the lodgers' tax fund has increased substantially. He stated this is a good economic sign for the community.

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

Discussion

Proposed Usage Fees, Membership Fees and Facility Reservation Fees at the CORE (Center of Recreational Excellence).

Mr. McDaniel stated the proposed usage fees, membership fees and facility reservation fees at the CORE were discussed at two Community Affairs Board (CAB) meetings and a survey on Facebook also requested public input. He stated the CAB has approved the fees and recommends the Commission's approval of those fees. Mr. McDaniel stated the Ballard King Study is one of the resources used to determine the fees.

Acting City Manager/Fire Chief Manny Gomez stated the CAB voted unanimously on approval of the fees for the CORE. He stated the focus was that the facility be 48% to 50% subsidized by the City. Acting City Manager/Fire Chief Gomez further stated the operating partnership reimbursement by the New Mexico Junior College in the amount of \$300,000.00, Hobbs Municipal Schools in the amount of \$100,000.00, and the anticipated fees to be collected equal to an amount of \$1.6 million in operating funds. He stated this will assist in the operation costs of the facility as the City has other services it funds.

Commissioner Cynthia Calderon stated her constituents have concerns regarding low income families not being able to afford fees to attend the CORE facility. She stated teachers have stated the school kids cannot even afford shoes or meals much less fees to attend the facility. Ms. Vorrasi stated staff is currently researching a scholarship/donation fund for families that cannot afford the CORE fees but the families will have to meet certain criteria. Ms. Vorrasi stated the low income families could receive a discount up to 50% or more on fees.

Commissioner Joseph Calderón stated the City does not charge kids to attend the Teen Center because some cannot afford it.

Commissioner Taylor also expressed concerns regarding fees for families in her district not being able to afford the fees to attend the CORE.

Commissioner Buie stated that he understands families being unable to afford the CORE fees. He stated he is in favor of the scholarship/donation fund.

Commissioner Buie thanked Ms. Vorrasi for listening to the concerns of the CAB and the public as she has moved forward and incorporated those requested changes.

Commissioner Newman stated that one point of contact is needed when citizens have questions or concerns regarding the CORE. Ms. Lindsay Chism McCarter, CORE Marketing Coordinator, stated the phone number to the CORE is 393-CORE. She stated she answers that line and will assist whoever is calling.

Commissioner Cynthia Calderon recommended flyers with information regarding the CORE should be sent home with school kids.

Commissioner Newman suggested flyers could be sent with the school backpack program and included in water bills. He also recommended that it be in English and Spanish.

Mayor Cobb stated it is the obligation of the elected officials to provide recreation and quality of life facilities to the community. He stated the Water Office is the only department that is self sufficient due to its Enterprise Fund. Mayor Cobb stated the City is above the requirements from the State on the percentage of reserves it needs to maintain. He stated the Commission and City staff will be conservative on the CORE fees and will not lose sight of the targeted services it will deliver to the community.

Presentation by the Community Drug Coalition.

Mr. James Francis of the Community Drug Coalition (CDC) reviewed a request for funding for the CDC Misdemeanor Intervention Program, a new program, to the Commission. He recognizes the CDC members in the audience as follows: Mr. Al Lobeck, Ms. Lisa Kuykendall, Ms. Patty Collins and Mr. Jubel Patterson. He stated since March of 2017, the Hobbs Municipal Court (HMC) can no longer send citizens as part of their punishment to the DWI/Misdemeanor program. He stated the Court has seen 497 cases of misdemeanor drug and drug paraphernalia cases. Mr. Francis stated the CDC, in partnership with the Palmer Drug Abuse Program (PDAP) and the Guidance Center of Lea County (GCLC), has created a pilot intervention program to help the HMC with the growing number of substance abuse cases in Hobbs. The following is a list of the process for the intervention program:

1. The HMC will adjudicate citizens charged with misdemeanor drug and drug paraphernalia charges. The HMC would refer them to the CDC for screening and intervention programs developed to detour substance abuse.
2. The HMC would require citizens to contact the CDC within 48 hours to schedule a screening. CDC will collect a onetime \$25 fee to cover costs of screening and materials for the intervention program. The citizen will then complete the Substance Abuse Subtle Screening Inventory (SASSI). Once the SASSI is complete, CDC will process the screening that will show a mild, moderate, or severe probability of substance use disorders. If the screen indicates a mild probability, the citizen will complete a 4-6 session substance abuse education class provided by CDC. If the screen indicates a moderate to severe probability, CDC staff will refer the clients to PDAP or the GCLC.
3. Once the citizen completes the screening, the CDC has the results and has referred the citizen to the proper program, the CDC will send a letter to the court notifying them that the citizen will be completing classes at the CDC office, has been referred to PDAP or has been referred to the GCLC.
4. If the client is referred to PDAP or the GCLC, the CDC will send a referral to that agency and a copy of the SASSI results to the agency within 48 hours. If the citizen does not show up to the agency assigned, that agency will contact the HMC with the information.
5. Upon completion of the program assigned, the last agency involved will notify the HMC of the completion of the program.

In response to Commissioner Gerth's inquiry, Mr. Francis stated the CDC is requesting \$54,560.00 in City funding to operate the CDC Misdemeanor Intervention Program. He

further stated this funding is in addition to the annual funding the City awards to the CDC for other programs. Mr. Francis stated he cannot speak on behalf of PDAP if they will be requesting additional funds for this program.

In reply to Mayor Cobb's question, Mr. Toby Spears, Finance Director, stated the City funded \$100,000.00 to the CDC for FY 18.

After a discussion regarding misdemeanor drug and drug paraphernalia charges and usage, Mr. Stewart Sroufe with the PDAP stated it has "Birthday Celebrations" on the last Friday of each month at 7:30 p.m. He stated participants are recognized for their sobriety. Mr. Sroufe also stated that meetings are held every Monday at 7:30 p.m., every Wednesday at 5:30 p.m. and every Friday at 7:30 p.m.

In response to Mayor Cobb, Mr. Stone stated Hobbs is a more complex place now than it once was ten years ago. He stated the City needs more resources. Mr. Stone stated tomorrow, he and Mr. Efrén Cortez, Deputy City Attorney, will conduct 60 pre-trial hearings at the HMC and 15% to 25% are lower-level drug cases. He agreed and stated PDAP is not the right place to send a first-time offender.

Mr. Efrén Cortez, Assistant City Attorney, stated he previously worked for the District Attorney's Office prosecuting felonies. He now prosecutes petty misdemeanor cases for the City of which the penalties are up to 90 days in jail and/or a \$500.00 fine. Mr. Cortez stated there is an extreme lack of resources in Hobbs for such offenders. He stated community service or jail is not always warranted on lower-level crimes. Mr. Cortez continued by saying that ignoring the problem will only exacerbate the issue.

In response to Commissioner Cynthia Calderon's question, Mr. Stone stated the criminal history of a defendant is always reviewed before sentencing.

In reply to Commissioner Taylor's inquiry, Mr. Francis stated the current funding by the City to the CDC provides funds for Drug Court, Mentoring Program, Public Education, Substance Abuse Awareness, Business Prevention and Sustainability.

Ms. Shawna Martinez with the CDC stated they currently have 37 mentors opposed to 13 last year. She stated the Hobbs Police Department conducts training for teachers so they can detect the signs and systems of drug use in students.

Mr. Francis stated the CDC submits quarterly reports to the City.

Mayor Cobb thanked Mr. Francis and the Board for its presentation and the work they do in the community.

Action Items

Consideration of Approval of the Purchase of Street Sweeper Equipment from Tymco, Inc., in the Amount of \$229,365.00 Utilizing the HGAC-Buy Cooperative Purchasing Program.

Acting City Manager/Fire Chief Gomez stated the City would like to purchase a replacement street sweeper. He stated the cost to repair existing equipment to extend its useful life is 40% of the replacement cost and likely only provides an additional two years of use. The total cost of the new equipment plus added options is \$229,365.00 and it will have an estimated life of five to seven years.

In reply to Commissioner Taylor's question, Acting City Manager/Fire Chief Gomez stated the street sweeper being replaced is an Elgin and the proposed street sweeper is a Tymco. He stated training will be needed and is included in the price quote.

In response to Commissioner Gerth's inquiry, Acting City Manager/Fire Chief Gomez stated the current street sweeper will be sold at auction if purchase of the new street sweeper is approved by the Commission.

Commissioner Buie stated for clarification, the name of the business the street sweeper will be purchased from is "Tymco" and not his business "Pemco".

There being no further discussion, Commissioner Buie moved to approve the purchase with Tymco, Inc., for a street sweeper in the amount of \$229,365.00. Commissioner Joseph Calderón seconded the motion and the vote was recorded as follows: Newman yes, Cynthia Calderon yes, Joseph Calderón yes, Taylor yes, Gerth yes, Buie yes, Cobb yes. The motion carried. Copies of the supporting documentation are attached and made a part of these minutes.

Consideration of Approval of Amendment #4 to the Professional Services Agreement with Bohannon Huston, Inc., for Construction and Operational Phase Services in the Amount of \$467,410.00.

Mr. Tim Woomeer, Utilities Director, explained the professional service agreement under RFP 485-17, and stated an agreement has been executed with Bohannon Huston, Inc., (BHI) to provide professional engineering services for the design of new aerobic digesters at the Wastewater Reclamation Facility. He stated the final design drawings and technical specifications are nearing completion with the project on schedule to solicit for formal bids for construction in early 2018. Mr. Woomeer further stated both engineering and construction of the aerobic digester project are being funded through

the State of New Mexico's Clean Water State Revolving Fund. He stated BHI will provide construction and operational services under the existing agreement. Also, under the construction phase, BHI will provide professional engineering services in bid administration, construction administration, construction observation, manuals, record drawing, and CWSRF recordkeeping/reimbursement. Mr. Woomer stated under the operational phase, BHI will provide professional engineering services in reporting and evaluation project performance. He further stated the work to be performed by BHI requires an amendment be made to the executed agreement.

In response to Commissioner Newman's question, Mr. Woomer stated a digester is the cleaning of wastewater when solids are removed.

Acting City Manager/Fire Chief Gomez stated the City of Hobbs Wastewater Reclamation Facility (WWRF) received the State of New Mexico Water and Wastewater Association's 2017 Good Housekeeping Award for best Wastewater Treatment Facilities. He stated it also received the City of Hobbs Water Production Facility received the State of New Mexico Water and Wastewater Association's 2017 Good Housekeeping Award for best Water Production Facilities

Mr. Woomer stated this is a testament to all City of Hobbs employees on the outstanding service it provides to the community.

There being no further discussion, Commissioner Buie moved to approve Amendment #4 with Bohannon Huston, Inc., for construction and operational phase services in the amount of \$467,410.00. Commissioner Newman seconded the motion and the vote was recorded as follows: Newman yes, Cynthia Calderon yes, Joseph Calderón yes, Taylor yes, Gerth yes, Buie yes, Cobb yes. The motion carried. Copies of the supporting documentation are attached and made a part of these minutes.

PUBLICATION: Proposed Ordinance Setting Rules, Regulations and Fees for the CORE (Center of Recreational Excellence).

Mr. McDaniel stated the CORE is currently under construction and upon completion and opening of the facility, it will require the setting of rules, regulations and fees. He stated the proposed ordinance establishes a section in the Hobbs Municipal Code for the CORE and outlines how the CORE rules, regulations and fees will be created. Mr. McDaniel stated the fees will be in a resolution form for approval by the Commission.

Commissioner Newman encouraged Mr. McDaniel to reach out to the community for its input in establishing the fees for the CORE. He requested information from the feedback of the community.

There being no further discussion, and no comments from the audience, Commissioner Joseph Calderón moved that the Commission publish notice of its intent to adopt the ordinance at a later date. Commissioner Gerth seconded the motion and the vote was recorded as follows: Newman yes, Cynthia Calderon yes, Taylor yes, Joseph Calderón yes, Buie yes, Gerth yes, Cobb yes. The motion carried. A copies of the supporting documentation is attached and made a part of these minutes.

Consideration of Approval of RFP No. 496-18 for Printing of the City of Hobbs Magazine and Recommendation to Accept the Proposal from Marketing Strategies, Inc., at a Cost Not to Exceed \$66,000.00 Per Year.

Mr. McDaniel explained the RFP and stated Marketing Strategies, Inc., has been selected by the Evaluation Committee. He stated Marketing Strategies, Inc., will create a 64-page magazine, self cover, full color, with a total of 33,000 copies which will cost 57.9 cents per issue not including delivery or NMGRT. Mr. McDaniel stated Lodgers' Tax funds will be utilized for the printing of the magazine and it is expected to published three times per year.

Commissioner Newman requested that the Commission be permitted to review the preliminary magazine before it is published. Mr. McDaniel agreed and stated numerous eyes will proof the publication before it is sent for final print.

There being no further discussion, Commissioner Cynthia Calderon moved to accept the proposal from Marketing Strategies, Inc., for the printing of the City of Hobbs Magazine in the amount not to exceed \$66,000.00 per year. Commissioner Taylor seconded the motion and the vote was recorded as follows: Newman yes, Cynthia Calderon yes, Joseph Calderón yes, Taylor yes, Gerth yes, Buie yes, Cobb yes. The motion carried. Copies of the supporting documentation are attached and made a part of these minutes.

Consideration of Approval of RFP No. 497-18 for Recreation Software and Recommendation to Accept Proposal from eTrak-Plus at a Cost Not to Exceed \$26,950.00 Per Year.

Mr. McDaniel explained the RFP and stated eTrack-Plus is a recreation software that was created by Parks and Recreation professionals. He stated the software is compatible with the City of Hobbs' Finance Department requirements related to reporting of daily grand ledger totals, accounts receivables and financial transaction tracking. Mr. McDaniel stated the software can meet the Parks and Recreation Department's deadlines for installation and implementation.

Ms. Vorrasi stated the eTrack-Plus software is an investment control. She stated the system offers many functions such as taking pictures of parents who are given an identification card in order to pick up their children for safety purposes. Ms. Vorrasi stated the software also offers online registration.

In reply to Mayor Cobb's question, Mr. McDaniel stated the cost for the first year for the recreation software is \$26,950.00 and \$7,250.00 each year thereafter.

In response to Commissioner Cynthia Calderon's question, Ms. Vorrasi stated children age 12 and under need to be accompanied by a parent to enter into the CORE facility. She stated the parent will sign a waiver for older children in order to be dropped off which will have to be notarized. Ms. Vorrasi further stated there will be a staff notary available at the facility.

In response to Commissioner Taylor's question, Mr. McDaniel stated the Teen Center may also use the recreation software as it has the capability for unlimited users.

There being no further discussion, Commissioner Cynthia Calderon moved to approve the RFP with eTrak-Plus for a recreation software in the amount of \$26,950.00 for the first year and \$7,250.00 per year not including NMGRT. Commissioner Buie seconded the motion and the vote was recorded as follows: Newman yes, Cynthia Calderon yes, Joseph Calderón yes, Taylor yes, Gerth yes, Buie yes, Cobb yes. The motion carried. Copies of the supporting documentation are attached and made a part of these minutes.

Consideration of Approval and Clarification of the Minimum Qualifications for a City Manager.

Mr. Nicholas Goulet, Human Resources Director, explained the minimum qualifications for a City Manager and stated clarification is needed. He stated amendments were made at a prior Commission meeting to amend language on the proposed minimum qualifications. Mr. Goulet stated in discussions held after the meeting, it appeared that the finished document did not meet the expectations of the Commission with the updated amendments. He further stated, as the Human Resources Director, he does not feel comfortable with the document as it is currently written because it is stringent and will not draw many applicants because Department Heads are not eligible to apply.

Commissioner Joseph Calderón stated he thought that his amendment deleted the level of acting but it is still reflected in Bullets Points Number One and Two and differs from Bullet Point Number Three. He said there is some funny business going on. Mr. Goulet stated the livestream video from the meeting was viewed and transcribed exactly as the point of order amendment specified by Commissioner Joseph Calderón. Mr. Goulet

stated Commissioner Joseph Calderón attempted to make changes to the document with Human Resources staff thereafter but changes could not be made as it had already been approved by an affirmative vote of the Commission.

Mayor Cobb stated he voted yes on the amended minimum qualifications for a City Manager but now realizes that it is not fair not to allow Department Head level applicants who have managed a \$100 million budget to apply. Mayor Cobb stated he would entertain a motion to table the item if desired by the Commission.

There being no further discussion, Commissioner Joseph Calderón moved to table the clarification of the minimum qualifications for a City Manager as presented. Commissioner Taylor seconded the motion and the vote was recorded as follows: Newman no, Cynthia Calderon yes, Joseph Calderón yes, Taylor yes, Gerth yes, Buie no, Cobb no. The motion carried. Copies of the supporting documentation are attached and made a part of these minutes.

Ms. Jan Fletcher, City Clerk, stated election day is Tuesday, March 6, 2018, and voters may currently vote absentee at the City Clerk's Office or call (575) 397-9200 to request an application. She stated early voting starts February 14, 2018.

Comments by City Commissioners, City Manager

Mayor Cobb thanked everyone for their attendance at tonight's meeting. He stated the next scheduled Commission meeting will be on Tuesday, February 20, 2018.

Commissioner Joseph Calderón questioned if Taylor Ranch is in the mind set of City staff. Mr. McDaniel stated the Taylor Ranch design is complete and staff is waiting to hear direction from the Commission regarding funding of the project.

Mayor Cobb stated there is a \$7 million placeholder for Taylor Ranch in the budget. He stated it will be important for the Commission to evaluate the project as it is a major capital expenditure.

Commissioner Taylor thanked everyone for all they do in the community.

Commissioner Cynthia Calderon thanked the Parks and Recreation Department for hosting the Father and Daughter Dance.

Commissioner Gerth stated some of his constituents have expressed concerns regarding some outdated City ordinances. He stated if an ordinance is added that another one should be expelled as there are a lot on the books.

Commissioner Gerth stated fuel prices have dropped .10¢ per gallon. He expressed continued concerns regarding gas gouging and encouraged citizens to call and/or write letters to the New Mexico Attorney General regarding the issue.

Adjournment

There being no further discussion or business, Commissioner Joseph Calderón moved that the meeting adjourn. Commissioner Cynthia Calderon seconded the motion. The vote was recorded as follows: Newman yes, Cynthia Calderon yes, Taylor yes, Joseph Calderón yes, Gerth yes, Buie yes, Cobb yes. The motion carried. The meeting adjourned at 7:55 p.m.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk



CONSENT AGENDA



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: 2-20-18

SUBJECT: CONSIDERATION TO APPROVE TASK ORDER WITH RAMIREZ & SONS FOR THE S. GOINGS ST IMPROVEMENTS (BID1531-15 - ANNUAL AGREEMENT).

DEPT. OF ORIGIN: Engineering Division
DATE SUBMITTED: February 20th
SUBMITTED BY: Todd Randall - Engineering Department

Summary: The City of Hobbs entered into a Development Agreement with Kress Jones and Abram Dyck concerning the subdivision of land and development of Goings Road north of Pilot's retail fuel center. The DA required a onetime fair share amount totaling \$52,100.00 to the City for the development of Goings Road to the proposed northern property line of "Tract 5A".

Attached is the Task for the roadway improvements where the current roadway ends to the north property line of Tract 5A. This includes the relocation of an existing Cattle Guard and increased pavement section from 2" HMA to 3" HMA. The estimated cost is under \$60,000 and could be approved by the City Manager. Separately, the City has issued a quote package for the utility work and at the time of this staff summary, all quotes had not been received. The cost is estimated to be under \$60,000 and would not require City Commission action under our current procurement ordinance.

Fiscal Impact:

Reviewed By: [Signature]
Finance Department

Account Number: 44-4044-44901-00073
Budget Available: \$207,282.50
Roadway Cost: \$44,000 (RSI - Task Order Roadway Improvements)
Utility Cost: Under \$60,000 (Quotes are currently being solicited for the utility work)
Revenue: \$52,100 (DA Fair Share Payments)

Attachments: Task Order and attachments.

Legal Review:

Approved As To Form: [Signature]
City Attorney

Recommendation:

Consideration of approval of the Task Order to Ramirez & Sons under Annual Paving 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. _____



ENGINEERING DEPARTMENT

200 E. Broadway
Hobbs, NM 88240

575-397-9232 bus
575-397-9227 fax

**2017 Annual Concrete and Pavement Agreement
TASK ORDER**

PROJECT NAME: 2017 S. Goings Roadway Improvements
CONTRACT NUMBER: Bid 1531-15 – Annual Agreement
VENDOR NUMBER: 12244
BUDGET LINE ITEM: 44-4044-44901-00073

DATE: Feb. 20th, 2018

Scope of Work:

1. Goings Roadway Extension – \$43,130.89
Estimate Project Cost: \$40,380.00
NMGRT: \$2,750.89

See attached estimate for detailed breakdown. This work is related to a Development approved by the City Commission on April 17, 2017 between Kress Jones and Abram Dyck related to the subdivision of land.

Total Work Order Amount: \$ 43,130.89 including NMGRT.

City of Hobbs

Ramirez & Sons, Inc.

Sam D. Cobb, Mayor

Alonzo Ramirez, III, V.P.



ACTION ITEMS



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: February 20, 2018

SUBJECT: Resolution Approving 2017 Fiscal Year Audit.
DEPT. OF ORIGIN: Finance Department
DATE SUBMITTED: 02/01/17
SUBMITTED BY: Deborah Corral, Assistant Finance Director

Summary:

Seeking approval of the 2017 Fiscal Year Audit performed by MossAdams of Albuquerque, NM per NM State Auditor guidelines State Audit Rule 2.2.2 NMAC.

Fiscal Impact:

No fiscal impact.

Reviewed By: _____


Finance Department

Attachments: Resolution

Legal Review:

Approved As To Form: _____


City Attorney

Recommendation:

Approval of resolution.

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. 6628

A RESOLUTION APPROVING THE CITY OF
HOBBS 2017 FISCAL YEAR AUDIT REPORT AS
PREPARED BY MOSS ADAMS

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS,
NEW MEXICO, that the City Commission hereby approves and accepts the City of
Hobbs 2017 Fiscal Year Audit Report as prepared by MossAdams.

PASSED, ADOPTED AND APPROVED THIS 20TH day of February, 2018.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk



Wayne A. Johnson
State Auditor

Kevin Sourisseau, CPA
Acting Deputy Auditor

State of New Mexico
OFFICE OF THE STATE AUDITOR

Via Email

January 31, 2018

SAO Ref. No. 6086

Toby Spears, Finance Director
City of Hobbs

tspears@hobbsnm.org

Re: Authorization to Release FY2017 City of Hobbs Audit Report

The Office of the State Auditor ("Office") received the audit report for your agency on 12/18/2017. The Office has completed the review of the audit report required by Section 12-6-14(B) NMSA 1978 and 2.2.2.13 NMAC. This letter is your authorization to make the final payment to the Independent Public Accountant ("IPA") who contracted with your agency to perform the financial and compliance audit. In accordance with the audit contract, the IPA is required to deliver to the agency the number of copies of the report specified in the contract.

Pursuant to Section 12-6-5 NMSA 1978, the audit report does not become a public record until five days after the date of this release letter, unless your agency has already submitted a written waiver to the Office. Once the five-day period has expired, or upon the Office's receipt of a written waiver:

- the Office will send the report to the Office to the Department of Finance and Administration, the Legislative Finance Committee and other relevant oversight agencies;
- the Office will post the report on its public website; and
- the agency and the IPA shall arrange for the IPA to present the report to the governing authority of the agency, per 2.2.2.10.M(4), at a meeting held in accordance with the Open Meetings Act, if applicable.

The IPA's findings and comments are included in the audit report on page 107-108. It is ultimately the responsibility of the governing authority of the agency to take corrective action on all findings and comments.

Sincerely,

A handwritten signature in black ink, appearing to be "Wayne A. Johnson", with a horizontal line extending to the right.

Wayne A. Johnson
State Auditor

cc: Moss Adams LLP



CITY OF HOBBS

COMMISSION STAFF SUMMARY FORM

MEETING DATE: February 20, 2018

SUBJECT: Resolution adopting budgetary adjustment #4 for the Fiscal Year 2017-2018
DEPT. OF ORIGIN: Finance Department
DATE SUBMITTED: February 12, 2018
SUBMITTED BY: Deborah Corral, Assistant Finance Director

Summary:

The fiscal budget of the City of Hobbs is adopted by resolution, and reviewed and approved by the Department of Finance & Administration. The budget is prepared prior to the beginning of the fiscal year, and as such, from time to time it becomes necessary to adjust the budget for items not contemplated at the time of its preparation, or for issues that arise during the fiscal year.

Enclosed is a budgetary adjustment #4 for the current year. A summary of the funds adjusted is attached to this resolution. After this adjustment is approved by the Commission, it must be forwarded to the Department of Finance & Administration for their approval.

Fiscal Impact:

Reviewed By: 
Finance Department

Included in this budget adjustment are increases to expenditure and revenue accounts as well as cash transfers between funds. Total Expenditure increase by \$222,260.80 and total revenues increase by \$3,583,057.05.

Cash transfers between the General Fund and special revenue funds total \$43,500.00. Transfers within the Enterprise funds total \$856,700.00.

The general fund reserve balance moves from 30% to 35%.

Attachments:

- Budget Cash Balance Sheet
- Budgeted Adjustments Detail
- Resolution approving Budget Adjustment for the fiscal year 2017-2018

Legal Review:

Approved As To Form: _____
City Attorney

Recommendation:

Motion to approve the resolution.

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. 6629

BUDGETARY ADJUSTMENT #4
FISCAL YEAR 2017-2018

WHEREAS, the fiscal budget for the City of Hobbs is prepared, reviewed and approved prior to the beginning of the fiscal year; and

WHEREAS, from time to time it becomes necessary to adjust the budget due to items not contemplated at the time it is prepared; and

WHEREAS, included in this budgetary adjustment are increases to expenditures in the amount of \$222,260.80, and increases to revenues in the amount of \$3,583,057.05; and

WHEREAS, cash transfers between the General Fund and Special Revenue Funds total \$43,500 and transfers within the Enterprise funds total \$856,700; and

WHEREAS, the General Fund reserve balance moves from 30% to 35%; and

WHEREAS, after approval by the City Commission it must be forwarded to the Department of Finance and Administration for approval;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the herein referenced budget adjustments be approved.

BE IT FURTHER RESOLVED BY THE GOVERNING BODY of the City of Hobbs, New Mexico, that the budgetary adjustments be subject to the approval of the Director of Public Finance of the State of New Mexico and that a copy of this Resolution be forwarded to his office in Santa Fe, New Mexico, for approval.

PASSED, ADOPTED AND APPROVED this 20th day of February, 2018

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

**City of Hobbs Final Preliminary Budget
FY18 Fund Summary**

| | Beginning Cash | Total Revenue | Interfund Transfer | Total Expenditures | Ending Cash |
|-------------------------------------|-----------------------|-----------------------|-----------------------|-----------------------|----------------------|
| 1 GENERAL | 54,866,076.13 | 56,445,264.55 | (5,428,637.84) | 78,637,507.32 | 27,245,195.52 |
| 2 LAND ACQUISITION | 326,192.47 | 100,000.00 | | 100,000.00 | 326,192.47 |
| General Fund Subtotal | 55,192,268.60 | 56,545,264.55 | (5,428,637.84) | 78,737,507.32 | 27,571,387.99 |
| 11 LOCAL GOV CORR | 376,040.01 | 265,500.00 | | 165,000.00 | 476,540.01 |
| 12 POLICE PROTECTION | 101,793.49 | 87,000.00 | | 101,793.49 | 87,000.00 |
| 13 P D N (parif, drug, narcotics) | 1,918.75 | - | | | 1,918.75 |
| 14 SAFER GRANT | 1,000.00 | 528,704.69 | 150,000.00 | 507,559.56 | 172,145.13 |
| 15 COPS GRANT | 999.80 | 561,061.78 | 228,662.40 | 789,723.98 | 1,000.00 |
| 16 RECREATION | 12,596,406.29 | 23,392,810.61 | 952,130.16 | 36,866,347.06 | 75,000.00 |
| 17 OLDER AMERICAN | 1,000.00 | 211,107.00 | 719,159.01 | 930,266.01 | 1,000.00 |
| 18 GOLF | 1,000.00 | 832,410.00 | 2,410,151.32 | 3,242,561.32 | 1,000.00 |
| 19 CEMETERY | 1,000.00 | 153,600.00 | 362,656.01 | 516,256.01 | 1,000.00 |
| 20 AIRPORT | 292,892.22 | 38,300.00 | | 34,000.00 | 297,192.22 |
| 23 LODGERS' TAX | 267,251.48 | 1,305,060.40 | (322,397.73) | 448,293.20 | 801,620.95 |
| 27 PUBLIC TRANSPORTATION | 1,000.00 | 1,063,578.11 | 279,276.67 | 1,342,854.78 | 1,000.00 |
| 28 FIRE PROTECTION | 794,917.39 | 405,000.00 | | 749,800.00 | 450,117.39 |
| 29. EMER MEDICAL SERV | 11.00 | 20,000.00 | | 20,000.00 | 11.00 |
| Special Revenue Subtotals | 14,437,230.43 | 28,864,132.59 | 4,779,637.84 | 45,714,455.41 | 2,366,545.45 |
| 37 COMM DEVE CONST | 449.47 | 500,000.00 | 649,000.00 | 1,149,449.47 | - |
| 46 BEAUTIFICATION IMPROVEMENT | 1,709,055.87 | | | 573,061.51 | 1,135,994.36 |
| 48 STREET IMPROVEMENTS | 1,483,100.67 | 1,049,409.00 | | 1,814,908.61 | 717,601.06 |
| 49 CITY COMM. IMPROVEMENTS | 49,735.45 | 2,200,000.00 | (2,000,000.00) | | 249,735.45 |
| Capitla Project Subtotals | 3,242,341.46 | 3,749,409.00 | (1,351,000.00) | 3,537,419.59 | 2,103,330.87 |
| 51 UTILITY BOND | - | | 307,005.08 | 307,005.08 | - |
| 53 WASTEWATER BOND | 1,989,842.96 | | 2,090,817.09 | 2,090,817.09 | 1,989,842.96 |
| Debt Service Subtotals | 1,989,842.96 | - | 2,397,822.17 | 2,397,822.17 | 1,989,842.96 |
| 10 SOLID WASTE | 2,014,554.12 | 6,158,000.00 | | 6,742,341.43 | 1,430,212.69 |
| 44 JOINT UTILITY EXTENSIONS CAPITAL | 1,768,906.26 | 1,335,000.00 | | 3,059,233.00 | 44,673.26 |
| 60 JOINT UTILITY | 5,204,120.56 | | 870,505.86 | 5,366,805.57 | 707,820.85 |
| 61 JOINT UTILITY CONST | - | 215,051.18 | 5,453,939.56 | 5,668,990.74 | - |
| 62 WASTE WATER PLANT CONST | 2,018,982.00 | 8,670,389.25 | 10,465,736.72 | 21,155,107.97 | - |
| 63 JOINT UTILTIY - WASTEWATER | 7,836,251.47 | | (5,173,276.31) | 2,527,129.76 | 135,845.40 |
| 65 JOINT UTILTIY INCOME - WASTEWA | 136,160.41 | 6,013,000.00 | (6,089,160.41) | | 60,000.00 |
| 66 JOINT UTILITY INCOME | 170,567.59 | 5,755,000.00 | (5,925,567.59) | | - |
| 68 METER DEPOSIT RES | 887,837.94 | 400,000.00 | | 400,000.00 | 887,837.94 |
| 69 INTERNAL SUPPLY | 50,022.59 | 450,000.00 | | 450,000.00 | 50,022.59 |
| Utility Subtotals | 20,087,402.94 | 28,996,440.43 | (397,822.17) | 45,369,608.47 | 3,316,412.73 |
| 64 MEDICAL INSURANCE | 1,300,527.57 | 7,093,195.44 | | 7,093,195.44 | 1,300,527.57 |
| 67 WORKERS COMP TRUST | 1,019,860.80 | 550,020.82 | | 550,020.82 | 1,019,860.80 |
| Internal Service Subtotal | 2,320,388.37 | 7,643,216.26 | - | 7,643,216.26 | 2,320,388.37 |
| 70 MOTOR VEHICLE | 18,524.79 | 3,200,000.00 | | 3,200,000.00 | 18,524.79 |
| 71 MUNI JUDGE BOND FUND | 172,916.84 | | | | 172,916.84 |
| 72 RETIREE HEALTH INSURANCE TRUST | 9,000,000.00 | 1,123,307.04 | | 1,123,307.04 | 9,000,000.00 |
| 73 CRIME LAB FUND | 73,849.55 | 120,000.00 | | 120,000.00 | 73,849.55 |
| 75 FORECLOSURE TRUST FUND | 71.88 | | | | 71.88 |
| 76 RECREATION TRUST | 111,012.51 | 1,000.00 | | 1,000.00 | 111,012.51 |
| 77 LIBRARY TRUST | 5,717.69 | 1,000.00 | | 1,000.00 | 5,717.69 |
| 78 SENIOR CITIZEN TRUST | 8,465.26 | 1,500.00 | | 1,500.00 | 8,465.26 |
| 79 PRAIRIE HAVEN MEM | 5,468.42 | 150.00 | | | 5,618.42 |
| 80 COMMUNITY PARK TRUST | 1,462.72 | 30.00 | | | 1,492.72 |
| 82 EVIDENCE TRUST FUND | 128,881.81 | 7,500.00 | | | 136,381.81 |
| 83 HOBBS BEAUTIFUL | 23,170.01 | 500.00 | | | 23,670.01 |
| 86 CITY AGENCY TRUST | 5,822.03 | 1,500.00 | | 3,500.00 | 3,822.03 |
| Trust & Agency Subtotals | 9,555,363.51 | 4,456,487.04 | - | 4,450,307.04 | 9,561,543.51 |
| Grant Total All Funds | 106,824,838.27 | 130,254,949.87 | 0.00 | 187,850,336.26 | 49,229,451.88 |

35%

3,583,057.05

222,260.80

Expense:

| Fund | Org | Object | Project | Dept | DESCRIPTION | FY18 Revised | | | Comments |
|-------------------|--------|--------|---------|----------------------|--|--------------|-------------|-----------------|---|
| | | | | | | Budget | New Request | FY18 New Budget | |
| <i>Reclasses:</i> | | | | | | | | | |
| 1 | 010130 | 42304 | | Clerk | Printing & Duplicating | 12,000.00 | (100.00) | 11,900.00 | reclass from uniforms for uniform purchase |
| 1 | 010130 | 42204 | | Clerk | Uniforms | 300.00 | 100.00 | 400.00 | reclass from printing for uniform purchase |
| 1 | 010140 | 42601 | | Finance | Professoinal Services | 160,965.26 | (2,500.00) | 158,465.26 | reclass to equipment under 5000 for computer purchase |
| 1 | 010140 | 42706 | | Finance | Equipment under 5000 | 1,000.00 | 2,500.00 | 3,500.00 | reclass from prof svc for computer purchase |
| 1 | 010145 | 43001 | | IT | Computer Equip over 5000 | 318,130.14 | (1,815.49) | 316,314.65 | reclass to equipment over 5000 for the purchase of switches |
| 1 | 010145 | 43006 | | IT | Equipment over 5000 | 111,211.51 | 1,815.49 | 113,027.00 | reclass from comp equipment over 5000 to purchase switches |
| 1 | 010160 | 44901 | 00146 | Court | Court Software | 45,000.00 | (8,000.00) | 37,000.00 | reclass to equipment over 5000 for court video equipment |
| 1 | 010160 | 43006 | | Court | Equipment over 5000 | 20,000.00 | 8,000.00 | 28,000.00 | reclass from court software for court video equipment |
| 1 | 010321 | 42535 | | Sports Field | Sprinkler Stock/Repair | 14,000.00 | (6,500.00) | 7,500.00 | reclass to buildings and grounds for fence repair and maintenance |
| 1 | 010321 | 42341 | | Sports Field | Top Dressing Supplies | 20,000.00 | (6,500.00) | 13,500.00 | reclass from sprinkler supplies & top dressing supplies for fence repair and maintenance |
| 1 | 010321 | 42501 | | Sports Field | Buildings & Grounds | 25,000.00 | 13,000.00 | 38,000.00 | reclass to equipment under \$5000 cover FY17 PO for Total Gym repair and maintenance |
| 1 | 010330 | 42501 | | Recreation | Buildings & Grounds | 22,500.00 | (9,694.25) | 12,805.75 | Equipment |
| 1 | 010330 | 42706 | | Recreation | Equipment Under \$5000 | - | 9,694.25 | 9,694.25 | reclass from buildings and grounds to cover FY17 PO for Total Gym Equipment |
| 1 | 010340 | 42302 | | Environmental | Travel, Meals & Schools | 2,000.00 | 7,000.00 | 9,000.00 | reclass from prof svc for staff training/travel (City Manager approved) |
| 1 | 010340 | 42601 | | Environmental Public | Professoinal Services | 60,000.00 | (7,000.00) | 53,000.00 | reclass to travel for staff training/travel (City Manager approved) |
| 1 | 010342 | 42203 | | Information Public | Dues and Subscriptions | 3,588.00 | 6,000.00 | 9,588.00 | reclass to professional services for subscription to Meltwater advertising and PR tracking |
| 1 | 010342 | 42601 | | Information Building | Professoinal Services | 8,000.00 | (6,000.00) | 2,000.00 | reclass from dues and subscriptions for subscription to Meltwater advertising and PR Tracking |
| 1 | 010421 | 42232 | | Maintenance Building | Service - Janitor | 98,000.00 | (12,000.00) | 86,000.00 | reclass to professional services for encumbrance of security assessment contract |
| 1 | 010421 | 42601 | 00256 | Maintenance | Security Assessment (Professional Service) | - | 12,000.00 | 12,000.00 | reclass from service janitor for encumbrance of security assessment contract |
| 1 | 010422 | 43003 | | Enforcement | Vehicle Replacement | 59,300.00 | 2,000.00 | 61,300.00 | reclass - not enough money to encumber a vehicle |

BAR #4 Detal

| | Fund | Org | Object | Project | Code | DESCRIPTION | FY18 Revised Budget | New Request | FY18 New Budget | Comments |
|----|--------|-------|--------|---------|-------------|-----------------------|---------------------|---------------|-----------------|---|
| 1 | 010422 | 42601 | | | Enforcement | Professoinal Services | 80,000.00 | (2,000.00) | 78,000.00 | reclass to vehicle replacement - not enough budget to encumber a vehicle |
| 1 | 010423 | 43003 | | | Street/HWY | Vehicle Replacement | 170,349.98 | (71,754.98) | 98,595.00 | recalass to equipment over 5000 for repurchase of street sweeper |
| 1 | 010423 | 44901 | 00148 | | Street/HWY | Paving Rehabilitation | 1,338,099.09 | (157,610.67) | 1,180,488.42 | reclass to equipment over 5000 for purchase of street sweeper |
| 1 | 010423 | 43006 | | | Street/HWY | Equipment over 5000 | - | 229,365.65 | 229,365.65 | reclass from vehicle replacement and paving rehab for purchase of street sweeper (approved by resolution) |
| 16 | 164016 | 42201 | | | HWLC | Utilities | 113,267.00 | (10,000.00) | 103,267.00 | reclass to communications to cover excess cost of internet contracts with 3 vendors |
| 16 | 164016 | 42202 | | | HWLC | Communications | 2,500.00 | 10,000.00 | 12,500.00 | reclass from Utilities to cover excess cost of internet contracts with 3 vendors |
| | | | | | | | | <u>(0.00)</u> | | |

New Money:

| Fund | Org | Object | Project | Dept | DESCRIPTION | FY18 Revised Budget | New Request | FY18 New Budget | Comments |
|------|--------|--------|---------|--------------|--|---------------------|-------------|-----------------|--|
| 1 | 010100 | 42315 | | Commission | Food/Linen | 500.00 | 500.00 | 1,000.00 | line item out of budget |
| 1 | 010100 | 42541 | | Commission | Special Projects | 192,000.00 | 4,375.00 | 196,375.00 | WHI Hobbs FY17 4th Quarter payment in FY18 |
| 1 | 010110 | 42601 | | City Manager | Professional Services | 50,000.00 | 28,000.00 | 78,000.00 | additional funds for City Manager search unforeseen expenses experienced during first half of fiscal year |
| 1 | 010220 | 42402 | | Fire/Amb | Vehicle Maintenance | 42,000.00 | 8,000.00 | 50,000.00 | with fleet due to increased call volume |
| 1 | 010131 | 41126 | | Clerks | Election Judges & Clerks | 4,160.00 | 4,160.00 | 8,320.00 | additional funding needed for election |
| 1 | 010131 | 42607 | | Clerks | Legal Expense | 6,000.00 | 6,000.00 | 12,000.00 | additional funding needed for election |
| 1 | 010131 | 41101 | | Clerks | Salaries | 3,500.00 | 3,500.00 | 7,000.00 | additional funding needed for election |
| 1 | 010131 | 41111 | | Clerks | FICA | 267.75 | 267.75 | 535.50 | additional funding needed for election |
| 1 | 010131 | 42301 | | Clerks | Supplies - Office | 12,500.00 | 12,500.00 | 25,000.00 | additional funding needed for election |
| 1 | 010131 | 42302 | | Clerks | Travel, Meals & Schools | 900.00 | 400.00 | 1,300.00 | additional funding needed for election |
| 1 | 010310 | 42232 | | Library | Service - Janitor | 40,000.00 | 2,000.00 | 42,000.00 | GRT not included in original budget for janitorial services |
| 1 | 010320 | 42619 | 00257 | Parks | Mosquito Grant - supplies and equipment | - | 14,865.05 | 14,865.05 | Federal grant expense (offsetting revenue stream) |
| 1 | 010320 | 42302 | 00257 | Parks | Mosquito Grant - Travel, Meals & Schools | - | 1,000.00 | 1,000.00 | Federal grant expense (offsetting revenue stream) |
| 1 | 010320 | 41101 | 00257 | Parks | Mosquito Grant - Salaries | - | 1,000.00 | 1,000.00 | Federal grant expense (offsetting revenue stream) |
| 1 | 010330 | 43006 | | Recreation | Equipment over 5000 | - | 14,393.00 | 14,393.00 | 1/2 of 1st year cost of recreation software for use by the Parks & Recreation department as well as the CORE. |
| 1 | 010335 | 43006 | 00168 | Pools | Heizer/Humble Enhancements | 46,000.00 | 14,000.00 | 60,000.00 | Replacement of two water broken play features at Washington splash (priority item) |
| 1 | 010335 | 43006 | 00168 | Pools | Heizer/Humble Enhancements | 60,000.00 | 15,800.00 | 75,800.00 | Install 3" water lines at Washington, Taylor, and Mills splash pads to correct water pressure issues and allow features and bathrooms to function properly (priority item) |

BAR #4 Detal

| | | | | | | | | |
|--------------------|--------|-------|------------------|------------------------------|------------|-------------------|------------|---|
| 1 | 010412 | 42404 | Traffic Code | Signs & Signals | 105,377.00 | 30,000.00 | 135,377.00 | exhausted budget due to replacing signals damaged in accidents original budget will not cover salary projection for remainder of the year |
| 1 | 010422 | 41101 | Enforcement Code | Salaries | 229,238.88 | 4,000.00 | 233,238.88 | original budget will not cover overtime projection for remainder of the year |
| 1 | 010422 | 41102 | Enforcement | Overtime | 500.00 | 500.00 | 1,000.00 | |
| 1 Total | | | | | | 165,260.80 | | |
| 18 | 184315 | 42403 | GolfMtc | Machine Repair & Maintenance | 52,000.00 | 5,000.00 | 57,000.00 | Larger than expected repairs to aging equipment |
| 18 | 184315 | 42536 | 00219 GolfMtc | Trail Maintenance | 78,500.00 | 50,000.00 | 128,500.00 | pampas grass upkeep |
| 18 Total | | | | | | 55,000.00 | | |
| | | | | | | | | increased expenses in fund - adjustment will meet projection of expenditures thru end of year - cash balance exists in fund to support increase |
| 86 | 864086 | 42324 | City Agency | Miscellaneous and Emergency | 1,500.00 | 2,000.00 | 3,500.00 | |
| 86 Total | | | | | | 2,000.00 | | |
| Grand Total | | | | | | 222,260.80 | | |

Revenue:

| Fund | Org | Object | Project | Dept | DESCRIPTION | FY18 Revised Budget | New Request | FY18 New Budget | Comments |
|-----------------|--------|--------|---------|------------------------|--------------------------|---------------------|-----------------------|-----------------|--|
| 1 | 019999 | 30109 | | General Fund | Gross Receipts 1.25% | (20,160,000.00) | (1,883,946.00) | (22,043,946.00) | increase in GRT revenue projection based on ytd revenue receipts |
| 1 | 019999 | 30309 | | General Fund | Gross Reciepts 1.225% | (20,160,000.00) | (1,883,946.00) | (22,043,946.00) | increase in GRT revenue projection based on ytd revenue receipts |
| 1 | 019999 | 30702 | 00257 | General Fund | Mosquito Grant Revenue | - | (16,865.05) | (16,865.05) | grant revenue (offsets project 257 expenses in new money) |
| 1 Total | | | | | | | (3,784,757.05) | | |
| 23 | 239999 | 30110 | | Lodgers' Tax | Lodgers' Tax | (825,000.00) | (475,000.00) | (1,300,000.00) | increase in Lodgers' Tax revenue projection based on YTD Revenue Receipts |
| 23 Total | | | | | | | (475,000.00) | | |
| 49 | 499999 | 30111 | | Commission Improvement | Gross Receipts 0.125% | (2,080,000.00) | (120,000.00) | (2,200,000.00) | increase in GRT revenue projection based on ytd revenue receipts |
| 49 Total | | | | | | | (120,000.00) | | |
| 65 | 659999 | 30112 | | Jt. Utility WWTP | Gross Receipts 0.0625% | (1,040,000.00) | (60,000.00) | (1,100,000.00) | increase in GRT revenue projection based on ytd revenue receipts |
| 65 Total | | | | | | | (60,000.00) | | |
| 62 | 629999 | 30629 | 00205 | WWTP | Loan Proceeds - Digester | (4,200,000.00) | (1,943,300.00) | (6,143,300.00) | increase CWSRF 064 projection to actual loan amount awarded (digester project) |

BAR #4 Detail

| | | | | | | | |
|--------------------|--------|-------|-------|------|--------------------------|----------------|------------------------------|
| 62 | 629999 | 30701 | 00205 | WWTP | Digester Project - Grant | (2,938,241.36) | <u>2,800,000.00</u> |
| 62 Total | | | | | | | <u>856,700.00</u> |
| Grand Total | | | | | | | <u>(3,583,057.05)</u> |

removing the grant projection from the budget - no grant
 (138,241.36) awarded on digester - loan only

| | | | |
|-------------------|-----------------------|--|--------------|
| Transfers: | | | |
| | from General Fund (1) | | (43,500.00) |
| | to Golf Fund (18) | | 43,500.00 |
| | from Water Fund (60) | | (856,700.00) |
| | to WWTP (62) | | 856,700.00 |



CITY OF HOBBS

COMMISSION STAFF SUMMARY FORM

MEETING DATE: February 20, 2018

SUBJECT: Restaurant Liquor License Application of Hollie, Inc., d/b/a Outlaw Grill, 521 West Navajo, Hobbs, New Mexico, 88240, for the Sale of Beer and Wine Only

DEPT. OF ORIGIN: City Clerk's Office
DATE SUBMITTED: February 13, 2018
SUBMITTED BY: Jan Fletcher, City Clerk

Summary:

Hollie, Inc., d/b/a Outlaw Grill has applied to the State of New Mexico, Alcohol and Gaming Division, for the issuance of a restaurant liquor license at 521 West Navajo for the sale of beer and wine only. This application has received preliminary approval from the State of New Mexico.

This application was received by the City Clerk's Office on January 8, 2018, and a public hearing must be held by the City within forty-five (45) days from receipt of such notice. The City has duly published notice of the hearing and properly notified the applicant of such hearing by certified mail.

Fiscal Impact:

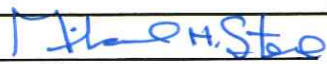
Reviewed By: 
Finance Department

The applicant has paid the required \$250.00 administrative fee to the City.

Attachments:

1. Application packet from State of New Mexico, Alcohol and Gaming Division
2. Area map
3. Affidavit of Publication
4. Resolution concerning approval or denial of the application

Legal Review:

Approved As To Form: 
City Attorney

Recommendation:

Appoint a Hearing Officer; Motion to approve or deny the request; second; vote.

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. 6630

A RESOLUTION CONCERNING THE ISSUANCE OF A
RESTAURANT LIQUOR LICENSE TO HOLLIE, INC., D/B/A OUTLAW GRILL
LOCATED AT 521 WEST NAVAJO, HOBBS, NEW MEXICO

WHEREAS, the City of Hobbs has received the application of Hollie, Inc., for the issuance of a restaurant liquor license for the sale of beer and wine at the Outlaw Grill, 521 West Navajo, Hobbs, New Mexico, and said application has received preliminary approval from the State of New Mexico, Alcohol and Gaming Division; and

WHEREAS, a public hearing is being held by the governing body of the City of Hobbs on February 20, 2018, on the question of whether or not the proposed restaurant liquor license should be granted for the sale of beer and wine.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the restaurant liquor license application of Hollie, Inc., d/b/a Outlaw Grill, 521 West Navajo, Hobbs, New Mexico, be and is hereby _____ (approved or disapproved) for the sale of beer and wine.

PASSED, ADOPTED AND APPROVED this 20th day of **February, 2018**.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

LEGAL NOTICE


NOTICE OF PUBLIC HEARING

NOTICE is hereby given that the City Commission of the City of Hobbs, New Mexico, will hold a public hearing at 6:00 p.m., on Tuesday, February 20, 2018, in the City Commission Chamber at City Hall, First Floor Annex, 200 East Broadway, Hobbs, New Mexico. The purpose of the hearing will be to determine whether the State of New Mexico Regulation and Licensing Department, Alcohol and Gaming Division, should approve or disapprove the following application:

APPLICATION FOR RESTAURANT LICENSE FOR THE SALE OF BEER AND WINE

| | |
|-------------------|------------------------------------|
| Application #: | 1073537 |
| Applicant: | Hollie, Inc. |
| D/B/A Name: | Outlaw Grill |
| Proposed Address: | 521 West Navajo Hobbs, NM 88240 |

DATED this 16th day of January, 2018.



SAM D. COBB, Mayor



AGD USE ONLY: Payment | Application Fee \$ 200 Received on: 11-13-17 Receipt No. 2018233
 License Fee \$ _____ Received on: _____ Receipt No. _____
 Application # 1073537 Local Option District: _____

RESTAURANT LIQUOR LICENSE APPLICATION

\$200.00 Application Fee, non-refundable.

Check appropriate boxes: Application is for: New Restaurant Liquor License

Applicant is: Individual Limited Liability Company Corporation Partnership (General/Limited)

NAME OF APPLICANT (company or individual) ADDRESS (including city, state, zip) TELEPHONE NUMBER

Hollie, Inc. P. O. Box 879, Eunice, New Mexico 88231

D/B/A Name to be used: Outlaw Grill (Hobbs) Business Phone #: 575-392-2012

Email Address (required): johnny0838@yahoo.com

Physical location where license is to be used: (Include street number / highway number / state road, city and county, state, and zip code)
521 W. Navajo, Hobbs, New Mexico 88240

Mailing Address: P. O. Box 879, Eunice, New Mexico 88231

Agent/Contact Person: Johnny Robertson Phone#: 2146369300 Email: johnny0838@yahoo.com

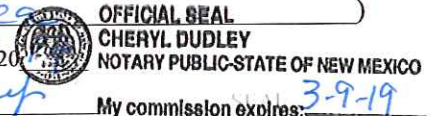
Are alcoholic beverages currently being dispensed at the proposed location? Yes No If Yes, License # / Type: _____

I, (print name) Johnny Robertson, as (title) President
 being first duly sworn upon oath deposes and says: that he/she is the applicant or is authorized by the applicant to make this application;
 that he/she has read the same; knows the contents therein contained are true. Applicant(s) agree(s) that if any statements or representations
 herein are found to be false, the Director may refuse to issue or renew the license or may cause the license to be revoked at any time.

You must sign and date this form before a Notary Public.

Signature of Applicant: [Signature] Date: 4/24/17

NOTARY PUBLIC USE ONLY: (State of New Mexico, County of Hobbs)
 SUBSCRIBED AND SWORN TO before me this 24th day of April, 2017.
 By: Johnny Robertson Notary Public: [Signature] My commission expires: 3-9-19



FOR LOCAL OPTION DISTRICT USE ONLY: Local Governing Body of: City of Hobbs City, County, Village

Public Hearing held on February 20, 2018. Check one: Approved Disapproved

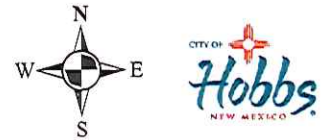
Signature and Title of City/County Official: SAM D. COBB, Mayor

FOR ALCOHOL AND GAMING DIVISION USE ONLY: Approved Disapproved

Signed by Director: _____ Date: _____

Outlaw Grill

300 Ft. Buffer Zone for Liquor License



0 50 100 200 300 Feet

City of Hobbs GIS Division

TS

Date: 2/15/2018 1 inch = 116 feet Time: 10:05:06 AM

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

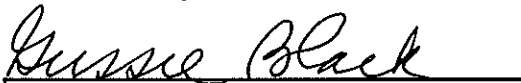
I, Daniel Russell, Publisher of the Hobbs News-Sun, a newspaper published at Hobbs, New Mexico, solemnly swear that the clipping attached hereto was published in the regular and entire issue of said newspaper, and not a supplement thereof for a period of 2 issue(s).

Beginning with the issue dated
January 17, 2018
and ending with the issue dated
January 24, 2018.



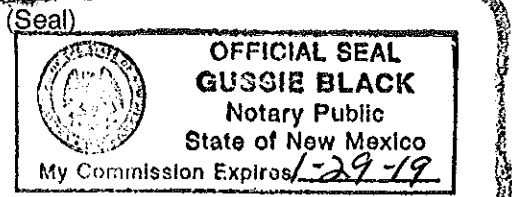
Publisher

Sworn and subscribed to before me this
24th day of January 2018.



Business Manager

My commission expires
~~January 29, 2019~~



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

| LEGAL | LEGAL |
|---|------------------------------------|
| LEGAL NOTICE January 17 and 24, 2018 | |
| NOTICE OF PUBLIC HEARING | |
| NOTICE is hereby given that the City Commission of the City of Hobbs, New Mexico, will hold a public hearing at 6:00 p.m., on Tuesday, February 20, 2018, in the City Commission Chamber at City Hall, First Floor Annex, 200 East Broadway, Hobbs, New Mexico. The purpose of the hearing will be to determine whether the State of New Mexico Regulation and Licensing Department, Alcohol and Gaming Division, should approve or disapprove the following application: | |
| APPLICATION FOR RESTAURANT LICENSE FOR THE SALE OF BEER AND WINE | |
| Application #: | 1073537 |
| Applicant: | Hollie, Inc. |
| D/B/A Name: | Outlaw Grill |
| Proposed Address: | 521 West Navajo Hobbs, NM 88240 |
| DATED this 16th day of January, 2018. | |
| /s/ Sam D. Cobb SAM D. COBB, Mayor #32426 | |

67108146

00205648

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



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: February 20, 2018

SUBJECT: RESOLUTION TO APPROVE THE FINAL PLAN FOR TANGLEWOOD UNIT TWO AT RANCHVIEW ESTATES SUBDIVISION, AS RECOMMENDED BY THE PLANNING BOARD. Located northwest of the intersection of East Bender and Ranchland within the municipal boundaries, submitted by ALJO, LLC.

DEPT. OF ORIGIN: Planning Division
DATE SUBMITTED: February 13, 2018
SUBMITTED BY: Kevin Robinson - Planning Department

Summary: The Final Plan for Tanglewood Unit Two At Ranchview Estates Subdivision is submitted by ALJO, LLC. The subdivision is located northwest of the intersection of East Bender and Ranchland within the municipal boundaries. The subdivision encompasses +/- 12.38 acres and will contain 42 single family residential lots. The Planning Board reviewed this issue on January 16, 2018 and voted 6 to 0 to recommend approval pending receipt of an Engineer of Record Certification as to infrastructure; certification has been received.

Fiscal Impact:

Reviewed By: [Signature]
Finance Department

The positive impact of the new development and new housing from GRT collections and monthly utility bills of the residents should offset any expenses that the City will incur from the maintenance responsibility of streets, water and sewer lines.

Attachments: Resolution, Final Plan, Planning Board Minutes.

Legal Review:

Approved As To Form: [Signature]
City Attorney

Recommendation:

Approval of the Resolution to approve the Tanglewood Unit Two At Ranchview Estates Subdivision, as recommended by the Planning Board.

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. 6631

A RESOLUTION TO APPROVE THE FINAL PLAN FOR TANGLEWOOD UNIT TWO AT RANCHVIEW ESTATES SUBDIVISION, AS RECOMMENDED BY THE PLANNING BOARD.

WHEREAS, ALJO, LLC has submitted a Final Plan for Tanglewood Unit Two At Ranchview Estates Subdivision, for review by the City Planning Board; and

WHEREAS, the subdivision Final Plan was reviewed and approved by the Hobbs Planning Board at the January 16, 2018 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 Final Plan Approval to Tanglewood Unit Two at Ranchview Estates 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 20th day of Februaury, 2018.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, CITY CLERK

community in to City Hall. He said this Board has really stepped up for the community and he appreciates this Planning Board and thanked them for all their work.

5) **Review and Consider Preliminary Plat Approval of a proposed subdivision, Albertsons Block 1 Subdivision, located southeast of the intersection of Glorietta and North Houston.**

Mr. Robinson said this is the preliminary plat approval. He said this is currently going through DRT review. He said the engineer on this project has determined there is nothing that would stop this plat from allowing construction to begin. He said there are items the engineer would like additional details on. He said according to the City Engineer those details would not stop the construction. He said the engineer is recommending preliminary plat approval contingent upon addition details primarily on the sewer extension on Glorietta. Mr. Ramirez said basically the construction is what they have done before? Mr. Robinson said yes. Mr. Holmberg said the previous homes have been larger single homes and Habitat is finding out that is not necessarily the types of housing that is needed. He said these are townhomes with connecting walls. He said the ideal is to have a community and a family atmosphere.

Mr. Kesner said there is a need for a setback variance for the two lots that will be addressed off Glorietta. He said it is a minor collector which would require a 25 foot setback instead of a 10 foot setback that the attached structure will have on either side. Mr. Kesner said the garage will be accessed in the alleyway. Mr. Robinson said the setbacks are for the frontage so the house on Houston would not need a variance that is 10 foot from the property line. He said the side setback from Glorietta would still be 10 foot from the property line. He said it will be reflected on the final plat approval. He said so no variance is needed it will just be on the final plat approval. Mr. Kesner said the houses to the west of this development have already been built and the side lot setbacks are already 10 feet? Mr. Robinson said yes.

Mr. Kesner asked if there were any other questions about this item? Mr. Penick made a motion, seconded by Mr. Sanderson to approve the preliminary plat approval. The vote on the motion was 6-0 and the motion carried.

6) **Review and Consider Final Plat Approval of Tanglewood Unit Two, located northwest of the intersection of Bender and Ranchland Drive.**

Mr. Robinson said this is the final plat approval. He said this is being brought to the Board because of a timing issue. He said the Commission is the final acceptance of the subdivision. He said the City Engineer has been working closely with the developer and the developer's engineer. The city has not received the final engineer certification. He says that certification states that all the infrastructure is in place as per plans, specifications and standards that the city has adopted. He said the city has not received a set of as built for the new developments. He said the Board's approval will be contingent upon both of these items being received prior to being presented to the Commission. Mr. Kesner asked how wide the lots on Tanglewood were? Mr. Robinson said 65 feet.

Mr. Ramirez asked about the utility easement. Mr. Robinson said there is only one utility easement that is required. He said lot 8 has a utility easement through it. Mr. Robinson

said Ranchland is a major collector with an approved median in the middle that will be landscaped at the developer's expense. Mr. Kesner said but then maintained by the city once it is dedicated? Mr. Robinson said in the developer's agreement the developer must maintain it for 10 years and then it will be turned over to the city. Mr. Ramirez asked if service to all the lots will be in the front? Mr. Robinson said yes. Mr. Kesner said basically they need a motion to approve the final plat based on as built's being provided to the engineering department? Mr. Robinson said yes. Mr. Sanderson made a motion, seconded by Mr. Penick to approve a conditional approval of the final plat approval of Tanglewood Unit 2 providing compliance of Municipal Code 16.0 prior to presentation to the City Commission. The vote on the motion was 6-0 and the motion carried.

7) **Review and Consider Fence Height at front yard property line Variance for vacant property located west of 112 E. Taylor.**

Mr. Robinson said this is a commercial property which is the reason it is brought to the Planning Board. He said the property owner has purchased this property and desires to use it as a storage facility for vehicles that will be serviced. He said every building that is located within this block is a zero lot line building. He said on a minor residential the fence height requirement is 2 feet and the setback is 25 foot. He said because the buildings are at a zero lot line there should not be any visual obstructions. He said the municipal code would require a 50 foot of all weather asphalt or concrete surface in length from Taylor Street into the parking lot. He said the variance is for the 6 foot height at the zero lot line for a chain length fence.

Mr. Penick asked if it would be asphalt or hard surface? Mr. Robinson said it is not required for the entire parking lot just 50 foot of driveway entrance. Mr. Kesner asked if there was access from the alley way? Mr. Robinson said access from the alleyway is not allowed per code. He said in the past every variance that has been given to commercial properties the only requirement put on the property is that they have to improve the alleyway. He said in this case the alley is already improved with a chip sealed roadway. He said an alleyway variance is not being requested at this time. Mr. Kesner said he does not have a problem with the fence but thinks it will create parking issues. Mr. Penick made a motion, seconded by Mr. Ramirez to approve the fence variance. The vote on the motion was 6-0 and the motion carried.

8) **DISCUSSION ITEM – Review & discuss proposed Right – of – way management Ordinance.**

Mr. Robinson discussed the ordinance and said the subcommittee has had an initial meeting. He said present at the subcommittee meeting was the City Attorney, City Engineer and a franchisee of the municipality along with three of the Planning Board Members. He said the reason for the right-of-way management ordinance is for the city to have additional tools to better manage a public asset.

Mr. Shaw asked about the utility franchisee and said it definitely affects all of the utility companies. Mr. Robinson said Zia Gas was chosen for the first franchisee attendee at the meeting. He said the city believes with the right-of-way management ordinance will have an addition of a private non franchisee occupation. He said the broad outline of the ordinance will give precedence for the occupation of being public infrastructures, franchisee



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: February 20, 2018

SUBJECT: CONSIDERATION TO APPROVE A DEVELOPMENT AGREEMENT WITH ALJO, LLC CONCERNING THE DEVELOPMENT OF MARKET RATE SINGLE-FAMILY HOUSING.

DEPT. OF ORIGIN: Planning Division
DATE SUBMITTED: February 13, 2018
SUBMITTED BY: Kevin Robinson – Planning Department

Summary: ALJO, LLC was previously approved for a Development Agreement concerning the development of single-family housing units located within the Tanglewood Unit 2 Subdivision per Resolution #6544 allocating \$420,000 for public infrastructure reimbursement. The original DA terminated on December 31, 2017, the attached DA would allow reimbursement for any unit CO'ed prior to January 1, 2020.

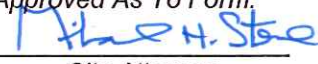
Fiscal Impact:

Reviewed By: 
Finance Department

Reso. #6544 encumbered \$420,000.00 in the Single Family Housing Budget Account #010100-44901-170.

Attachments: Staff Memo, Development Agreement.

Legal Review:

Approved As To Form:

City Attorney

Recommendation:

Commission considers approval / denial of the attached Development Agreement.

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. 6632

A RESOLUTION TO APPROVE A DEVELOPMENT AGREEMENT WITH ALJO, LLC CONCERNING THE DEVELOPMENT OF MARKET RATE SINGLE-FAMILY.

WHEREAS, the City of Hobbs is proposing to enter into a Development Agreement with ALJO, LLC concerning the development of market rate single-family housing; and

WHEREAS, the aforementioned Development Agreement allows for an incentive of reimbursement of public infrastructure for this type of development, said agreement being in the best interest of the City.

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

1. The City of Hobbs hereby approves the Development Agreement, which is attached hereto and made a part of this Agreement as Exhibit #1 and the Mayor, and/or his designee, is hereby authorized to execute the Agreement.
2. That City staff and officials are authorized to do any and all deeds to carry out the intent of this Resolution.

PASSED, ADOPTED AND APPROVED this 20th day of February, 2018.

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 6, 2018

MEMORANDUM

To: Manny Gomez – City Manager
Todd Randall – City Engineer
Mike Stone – City Attorney

From: Kevin Robinson – Planning Department

Re: Reso. #6544 – A Development Agreement with ALJO, LLC concerning Market Rate Single Family Housing.

On May 1, 2017 the City Commission adopted Reso. #6544 appropriating \$420,000 for infrastructure reimbursement for single family houses receiving a Certificate of Occupancy up to 2 years after final plat approval of the subdivision. Whereas, each of these DA's are somewhat unique, and this particular DA concerning housing was adopted prior to the creation of lots to contain the housing, the following tenant is a part of the DA:

K. Termination.

This Agreement shall be terminated upon the completion of all tenants herein specified or 2 Years from date that the City accepts all public infrastructures, public infrastructures installed will be accepted via the issuance of an acceptance letter from the City of Hobbs Engineer after receipt of the Engineer of Records Certification that all municipal infrastructures are in place and have been installed as per plans and City of Hobbs Standards. Such Certification shall be in a form acceptable to the City Engineer. This contract shall terminate immediately, if all public infrastructures are not installed and accepted by the City of Hobbs by 12-31-17. A request for infrastructure reimbursement, for a qualified unit produced within the terms of this agreement, received after the Termination Date of this agreement will not be eligible for payment.

The reason for the tenant above was that the developer wanted to have 2 years to produce the houses and staff was concerned about encumbering public money for an indefinite period. Both the Developer and City Staff had confidence that the above deadline would be met and therefore not be an issue. However, unforeseen delays with crucial infrastructure providers have delayed the acceptance of the subdivision and in effect terminated the agreement as per the language highlighted in "red" above.

Due to the circumstances as noted above, it would be staff's recommendation to present to the Commission a new SFHDA at the time that Final Plat is approved with a termination date of January 1st, 2020 .

Thanks,
Kevin Robinson
City of Hobbs
Planning Department
Office: (575)-391-4111
Cell: (575)-441-4360

**HOUSING DEVELOPMENT AGREEMENT BETWEEN
THE CITY OF HOBBS AND SINGLE FAMILY HOUSING DEVELOPER**

THIS AGREEMENT is entered into on this _____ day of _____ 2018 by and between the City Of Hobbs, New Mexico, a municipal corporation (hereinafter "City"); and ALJO, LLC, 3311 N. Grimes Street, Hobbs, NM 88240, (hereinafter "Developer") for the purpose of delivering Housing Developer Services to be provided to the City.

RECITALS:

** The City requires to contract with a Housing Development Company to deliver Single Family Market Rate Housing to the Citizens of Hobbs, New Mexico.

** Developer has submitted a proposal to the City to deliver the required Housing Developer Services work for the development of market rate single-family units, to be produced prior to January 1, 2020, within Tanglewood Unit 2 Subdivision located within the Municipal Boundaries.

** The City requires that all public sidewalks adjacent to the public park located in the southeast of the subdivision as well as those sidewalks located adjacent to Ranchland be installed prior to release of any qualified Infrastructure Reimbursement Incentive.

** Any outstanding Development Agreements between the Developer and the City of Hobbs concerning the production of Market Rate Housing shall become null and void upon the ratification of this agreement herewith.

NOW, THEREFORE, the City of Hobbs and Developer do hereby agree as follows:

A. Work To Be Performed.

1. The Developer shall furnish to the City its Professional Housing Developer Services for certain work regarding the Hobbs Single Family Housing Project. All single family structures completed under this agreement shall be located within the Tanglewood Unit 2 Subdivision and shall have received a certificate of occupancy after ratification of this agreement and prior to January 1, 2020 as per the incentive proposal, which is attached hereto and made a part of this Agreement as Exhibit #1.

2. Developer shall furnish to City its professional Housing Developer Services as provided by this Agreement. The specific duties include the production and delivering to the public Single Family Market Rate Housing Units within the Tanglewood Unit 2 Subdivision. Produced Units receiving an infrastructure incentive reimbursement shall not now or in the future be utilized in a pecuniary manner by renting, leasing, exchanging or bartering habitation privileges to the property for a period of no less than 30 days at a time. The Developer shall build market rate housing on the property herein identified.

3. Specific activities required are to develop privately owned real property in the City including designing, building and transferring to the public individual market rate single family housing units.

Incentives are available for installed *public municipal infrastructure* only. Development Agreement must be in place prior to Municipal Acceptance of infrastructure. Existing Developments that have received DA's prior to 2017 are eligible through 12/31/2017. The City's infrastructure incentive may include any or all of the following funding assistance from the City:

- a. Incentive not to exceed per square footage basis:
 - i. \$10.00 per sq. ft. north of Sanger
 - ii. \$20.00 per sq. ft. south of Sanger
 - iii. Calculation based on living area only
- b. Incentive not to exceed per unit basis:
 - i. \$10,000.00 per single family unit
 - ii. \$5,000.00 per multi-family unit
- c. Incentive not to exceed fair share per linear foot of infrastructure basis:
 - i. \$180.00 per lineal front footage of complete public infrastructure installed, and further broken down as follows:
 1. Water (\$25 / lf):
 - a. Twenty Five (\$25) per equivalent front foot of lot to which water service is provided (8" minimum service single family & 10" minimum service for multi-family);
 2. Sewer (\$35 / lf):
 - a. Thirty Five (\$35) per equivalent front foot of lot to which sewer service is provided (8" minimum service single family & 10" minimum service for multi-family);
 3. Street (\$90/ lf):
 - a. Ninety (\$90) per equivalent front foot of lot to which street is provided (built to Minor Residential standards as promulgated within the City of Hobbs Major Thoroughfare Plan);
 4. Sidewalk:
 - a. Thirty (\$30) per equivalent front foot of lot to which sidewalk (includes driveway with ADA accessible path) is provided;

Based on quantities of required publicly owned infrastructure installed with the project, the City Engineer shall determine if the value of the infrastructure is adequate as an equal exchange of value for the amount of City subsidy contributed to the housing project. The City Engineer shall resolve any issues concerning value or extent of infrastructure and amount of square footage of constructed housing units. Specifically, the City Engineer will determine the value or unit costs of the publicly owned infrastructure according to any City of Hobbs Annual Pavement/Concrete/Utility Contracts or public infrastructure projects and estimates.

B. Payment For Services.

1) The City shall pay for said services at the rates agreed to and as specified above in the Infrastructure details. Payment will not be made by the City for any unit until sidewalks adjacent to the public park and Ranchland have been installed and accepted by the City Engineer and a certificate of occupancy is issued, based on this Agreement.

2) The total compensation to be paid to the Developer during the term of this Agreement shall not exceed Four Hundred Twenty Thousand Dollars (\$420,000.00), unless the Agreement is amended by the City Commission.

3) City subsidy shall be paid when each individual single family unit is complete and certificate of occupancy is issued, provided the certificate of occupancy for the unit is issued after ratification of this agreement. Payment will be made within fifteen (15) days following a written request from the Developer and upon City inspection of project completion.

4) Produced Units receiving an infrastructure incentive reimbursement shall not now or in the future be utilized in a pecuniary manner by renting, leasing, exchanging or bartering habitation privileges to the property for a period of no less than 30 days at a time. Such usage either now or in the future, for a period not to exceed 10 years from date of issuance of a C.O., shall require Developer to return any incentive funds received for any unit thus utilized, upon demand by the City. Developer shall record a "Declaration of Restrictive Covenants", attached hereto as Exhibit 2, to restrict such usage and to notify parties involved in future conveyances.

C. Construction Requirements.

Construction shall be of energy-efficient design per New Mexico Energy Conservation Code 2009, utilizing either stucco or brick on the exterior of all buildings.

D. Assignment of Agreement.

This Section refers to assignability of this Agreement, and not to assignability of the Project to be developed for housing. Developer shall not assign or transfer any interest in this Agreement. Except that Developer is permitted, upon City approval, to assign its interest to a Partnership or Corporation in which the Developer is the principal party or to an affiliated company, working with the Developer on the Project. Subject to the foregoing provision, this Agreement shall inure to the benefit of and be binding upon the parties to this Agreement and their respective successors and assigns; provided that upon any assignment of this Agreement by either party, the other party shall not be released from any obligation under, or liability accruing pursuant to this Agreement. Consent shall not unreasonably be withheld by either party.

E. Insurance Requirements and Hold Harmless Provision.

1. Developer agrees to obtain and maintain appropriate insurance during the course of the work program with the City of Hobbs, as follows, and shall indemnify and hold harmless City, its employees, agents, officers and officials from any and all claims, losses, causes of action, and/or liabilities resulting from the conduct, negligence, errors or omissions of Developer or any employee or agent of Developer while engaged in performing the services called for herein. Developer will provide a current Certificate of Insurance to be attached to this agreement, with the City of Hobbs as shown as an additional insured party.

2. The Developer shall maintain insurance coverage for General Liability, Automobile Liability, Errors and Omissions Insurance, and Workers' Compensation, subject to review and approval of the City Attorney.

F. Governing Law and Provisions.

1. This Agreement shall be governed by the laws of the State of New Mexico. Jurisdiction and venue relating to any litigation or dispute arising out of this Agreement shall be in the District Court of Lea County, New Mexico, only. If any part of this contract shall be deemed 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.

2. If any party is found by a court to have breached this Agreement, the breaching party agrees to pay all reasonable costs, attorney's fees and expenses that shall be made or incurred by another party in enforcing any covenant or provision of this Agreement, including the expenses of in house counsel.

G. Final Payment and Release of Claims.

1. Developer, upon final payment of all amounts due under this Agreement, releases the City and its officers and employees from all liabilities, claims and obligations whatsoever arising from or under this Agreement.

2. City, upon Developer's final completion of all work items and covenants required of the Developer under this Agreement, shall release the Developer from all liabilities, claims and obligations whatsoever arising from or under this Agreement, on the day that is ten (10) years following the date of the City's issuance of a final certificate of occupancy on the Project.

H. Amendments.

This Agreement shall not be altered, changed, or amended except by written instrument approved and executed by both parties hereto.

I. Breach.

1. The following events constitute a breach of this Agreement by Developer:

a) Developer's failure to perform or comply with any of the terms, conditions or provisions of this Agreement.

2. The following events constitute a breach of this Agreement by City:

a) City's failure to perform or comply with any of the terms, conditions or provisions of this Agreement, including making timely and appropriate payments to the Developer.

J. Remedies Upon Breach.

1. Any party may sue to collect any and all damages that may accrue by virtue of the breach of this Agreement.

2. If any party is found by a court to have breached this Agreement, the breaching party agrees to pay all reasonable costs, attorney's fees and expenses that shall be made or incurred by another party in enforcing any covenant or provision of this Agreement.

K. Termination.

This Agreement shall be terminated upon the completion of all tenants herein specified or January 1, 2020. A request for infrastructure reimbursement received after the Termination Date of this agreement will not be eligible for payment, regardless if the unit produced qualified within the terms of this agreement.

L. Notice.

All notices given pursuant to or in connection with this Agreement shall be made in writing and posted by regular mail, postage prepaid, to the City, ATTN: City Attorney, 200 E. Broadway, Hobbs, NM 88240; to Developer ALJO, LLC, 3311 N. Grimes Street, Hobbs, NM 88240 and to such other address as requested by

either party. Notice shall be deemed to be received on the fifth day following posting.

M. Entire Agreement.

The foregoing constitutes the entire agreement between the parties hereto and may be modified only in writing by the parties hereto.

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

City of Hobbs

Developer

By: Sam D. Cobb, Mayor

By:

ATTEST:

APPROVED AS TO FORM:

JAN FLETCHER, City Clerk

Mike H. Stone, City Attorney



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: 2/20/2018

SUBJECT: Adoption of a resolution establishing fees for animal permits, license, adoptions and services for Hobbs Animal Ordinance

DEPT. OF ORIGIN: Community Services

DATE SUBMITTED: 2/13/2018

SUBMITTED BY: Britt Lusk, Administrative Services Director

Summary: Hobbs Municipal Code 6.04.070(A) establishes that fees for the Hobbs Animal Ordinance be established through resolution and adopted by the Commission. On January 2, 2018 the Commission adopted three new ordinances that amended the Municipal Code as related to the impounding of animals (Hobbs Municipal Code 6.04.090), retention of stray or owner surrendered animals (Hobbs Municipal Code 6.04.110), and the reduced cost spay and neuter program (Hobbs Municipal Code 6.04.170).

Specific changes include adding a microchipping option for city licenses, whereas there was no fee for microchipping previously. Microchipping by the Hobbs Municipal Code 6.04.210 is acceptable method for identification of animals.

Reflecting the Ordinance No 1111, the reclaim fee has been removed and in its place are the new methods for reclaiming pets from the Hobbs Animal Adoption Center.

A surrender fee has been added to the resolution as was established by Ordinance No. 1112. The fee associated with the surrender of an animal is to recoup cost associated with the care and vaccinations for the surrendered animal.

Fiscal Impact:

Reviewed By: _____


Finance Department


The fiscal impact of this resolution is minimal. The fees associated with the resolution are to recoup expenses for the care of the animals at the Hobbs Animal Adoption Center.

Attachments:

Draft of proposed Resolution

Legal Review:

Approved As To Form: _____


City Attorney

Recommendation:

Staff recommends adoption of proposed resolution.

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. 6633

A RESOLUTION ESTABLISHING FEES FOR ANIMAL PERMITS, LICENSE, ADOPTIONS AND SERVICES FOR HOBBS ANIMAL ORDINANCE

WHEREAS, Hobbs Municipal Code Section 6.04.070(A) establishes fees for licenses, services and permits required pursuant to Chapter 6 of the Hobbs Municipal Code shall be established through resolution adopted by the Commission; and

WHEREAS, The City of Hobbs incurs costs to provide a multitude of services to the citizen of Hobbs which relate to the safekeeping and lawful ownership of animals within the municipal boundaries of Hobbs, New Mexico; and

WHEREAS, the fees established pursuant to Hobbs Municipal Code Section 6.04.070(A), should be directly associated with the costs incurred by the City of Hobbs to administer the services provided; and

WHEREAS, these fees should be reviewed by the City Commission periodically to ensure that they accurately reflect the most current costs associated with providing the services contemplated by the Hobbs Municipal Code;

WHEREAS, there is a need to establish and modify a fee structure for the various services and requirements contemplated by the Hobbs Municipal Code as follows:

| Type | Description | Fee |
|---|--|--|
| City License (Hobbs Municipal Code 6.04.070) | Required for each dog, cat and canine hybrid residing within the city limits. Permitted Shelter facilities, Refuge establishments and approved Rescue Foster Homes are exempted. Expires December 31 st of year purchased or third year as applicable. In lieu of tags, technological advances such as microchip technology may be available. | \$10/year or \$20 for 3 years or \$20 microchip unaltered \$10 microchip altered |

| | | |
|---|---|---|
| Reclaim (Hobbs Municipal Code 6.04.090) | Upon reclaim from impound, quarantine or other confinement by HAAC, persons have two options (1) to sign a sterilization contract or (2) purchase a hobby breeder permit, an annual permit for a non-commercial animal facility or premises operated by a person involved in breeding of dogs or cats | \$60 sterilization \$250/site/year |
| Reduced Cost Spay/Neuter Program (Hobbs Municipal Code 6.04.170) | Fee includes surgery, vaccinations (FVRCP & Rabies/cat or DHLPP & Rabies/Dog), one night's hospitalization, and return visit for suture removal, if needed | \$35/Spay cat \$25/Neuter cat \$45/Spay dog \$40/Neuter dog \$20/Missed Appointment |
| Discount Spay/Neuter Certificate (Hobbs Municipal Code 6.04.180) | Certificate which entitles City resident to a credit for the face value of the certificate which shall be applied to the applied to the cost to spay or neuter a cat or dog at any participating veterinary clinic. | \$50/certificate |
| Litter Permit (Hobbs Municipal Code 6.04.160) | Permit good for six months from date of issue. Must be obtained no later than one week after the birth of the litter. A household is limited to no more than four Litter Permits and no more than one Litter Permit per female dog or cat in any consecutive 12 month period. | \$150/permit |
| Multiple Animal Site Permit (Hobbs Municipal Code 6.04.230) | Annual permit for any person/household intending to exceed the maximum number of dogs or cats. Not required for fostering a pregnant dog or cat and her eventual offspring until of weaning age. Approved rescue animal foster homes are exempt from fee. | \$100/site/year |
| Shelter-Refuge-Professional Animal Permit (Hobbs Municipal Code 6.04.130) | Annual permit for animal facility operated by a member of a recognized animal humane association or an refuge establishment owned or operated by a non-profit organization whose sole function is to aid and comfort animals where animals are not bred, and any kennel, grooming parlor, or pet shop, with the exception of state inspected veterinary hospitals and federally inspected laboratory facilities and zoos. | \$50/site/year |

| | | |
|---|---|--|
| Canine Hybrid Permit (Hobbs Municipal Code 6.06.020) | Annual permit for animals who are offspring, cross, mix, or hybrid of a wolf or coyote. Animal must be spayed or neutered. | \$50/animal/year |
| Adoption Fee (Hobbs Municipal Code 6.04.190) | Fee to adopt cat or dog. Includes cost to spay or neuter and 1 st vaccinations including rabies. | \$100/animal |
| Boarding Fee (Administrative) | Per day fee charged while animal is impounded, quarantined, or receiving additional services at HAAC. Fee is not prorated. Day begins at 12:00 am. | \$10/day/animal |
| Disposal Fee (Administrative) | Fee for HAAC to dispose of deceased dog or cat delivered to center by owner. | \$25/animal |
| Pickup Fee (Administrative) | Fee for HAAC to pick up deceased or relinquished dog or cat from owner. | \$50/animal |
| Surrender Fee (Hobbs Municipal Code 06.04.110) | Fee for owner to deliver dog or cat to be relinquished to HAAC In the event the owner is requesting to surrender an unwanted litter, the owner may surrender the litter, have the mother of the litter sterilized, and pay the sterilization fee in lieu of paying the surrender fee for each animal in the litter | \$25/animal \$60/sterilization unless qualifying for reduced cost sterilization (see reduced cost spay/neuter fees) |
| Cremation Fee (Private) (Administrative) | Fee for HAAC to cremate single dog or cat and return cremains to owner. | \$80/dog or cat 40lbs or less \$150/dog or cat 41lbs or more |
| Cremation Fee (Communal) (Administrative) | Fee for HAAC to cremate dog or cat with other animals and return cremains to owner | \$40/dog or cat 40lbs or less \$80/dog or cat 41lbs or more |

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 execute this resolution on behalf of the City of Hobbs to establish new and amend existing animal permit fees, service fees, City license fee, and adoption fee.

PASSED, ADOPTED AND APPROVED this 20th day of February, 2018.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk