

Commission Meeting Agenda



Mayor

Samuel D. Cobb

City Commission

Marshall R. Newman

Christopher R. Mills

Patricia A. Taylor

Joseph D. Calderón

Dwayne Penick

Don R. Gerth

Acting City Manager

Manny Gomez

May 21, 2018



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

Monday, May 21, 2018 - 6:00 p.m.

Sam D. Cobb, Mayor

Marshall R. Newman
Commissioner - District 1

Christopher R. Mills
Commissioner - District 2

Patricia A. Taylor
Commissioner - District 3

Joseph D. Calderón
Commissioner - District 4

Dwayne Penick
Commissioner - District 5

Don R. Gerth
Commissioner - District 6

A M E N D E D 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 May 7, 2018, Regular Commission Meeting

PROCLAMATIONS AND AWARDS OF MERIT

2. Proclamation Proclaiming the Week of May 20 - 26, 2018, as "Emergency Medical Services Week" (Michael Prudencio, EMS Coordinator)

PUBLIC COMMENTS (For non-agenda items.)

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

3. Resolution No. 6660 - Authorizing the Appointment of Philip Ingram to the City of Hobbs Utility Board *(Mayor Sam Cobb)*
4. Consideration of Approval of a Professional Services Agreement with the Boys and Girls Club of Hobbs *(Doug McDaniel, Parks and Recreation Director)*
5. Resolution No. 6661 - Approving the FY 2018 DFA 3rd Quarter Financial Report *(Toby Spears, Finance Director)*
6. Resolution No. 6662 - Approving the FY 2018 Lodgers' Tax DFA 3rd Quarter Financial Report *(Toby Spears, Finance Director)*
7. Resolution No. 6663 - Authorizing a Mutual Aid Agreement Between the Hobbs Police Department and the Carlsbad Police Department *(Chris McCall, Police Chief)*

DISCUSSION

8. Presentation of FY 18-19 Funding Requests by Economic Development and Marketing Entities
 - Economic Development Corporation of Lea County
 - Hobbs Chamber of Commerce
 - Hobbs Hispano Chamber of Commerce
 - New Mexico National Black Chamber of Commerce
9. City Park Update *(Doug McDaniel, Parks and Recreation Director, and Meghan Mooney, Communications Director)*
10. New Mexico Commission for Community Volunteerism (NMCCV) - Americorps Listening Session

ACTION ITEMS (Ordinances, Resolutions, Public Hearings)

11. Resolution No. 6664 - Authorizing Budget Adjustment #5 for FY 17-18 *(Toby Spears, Finance Director)*

12. Resolution No. 6665 - Authorizing Approval of the FY 18-19 Preliminary Budget (*Toby Spears, Finance Director*)
13. Resolution No. 6666 - Authorizing a Multiple Services Agreement with the Lea County Board of County Commissioners for FY 18-19 (*Mike Stone, City Attorney*)
14. Consideration of Approval of a Work Order to Ramirez & Sons Construction in the Total Estimated Cost of \$180,756.44 for the Reconstruction of Dunnam/Turner Parking Lot (*Shelia Baker, General Services Director*)
15. Resolution No. 6667 - Adopting Police Recruitment and Retention Incentives (*Chris McCall, Police Chief*)

COMMENTS BY CITY COMMISSIONERS, CITY MANAGER

16. Next Meeting Date:
 - ▶ City Commission Regular Meeting
Monday, June 4, 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: May 21, 2018

SUBJECT: City Commission Meeting Minutes

DEPT. OF ORIGIN: City Clerk's Office
DATE SUBMITTED: May 15, 2018
SUBMITTED BY: Jan Fletcher, City Clerk

Summary:

The following minutes are submitted for approval:

- ▶ Regular Commission Meeting of May 7, 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. _____ Continued To: _____
Ordinance No. _____ Referred To: _____
Approved _____ Denied _____
Other _____ File No. _____

Minutes of the regular meeting of the Hobbs City Commission held on Monday, May 7, 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 Christopher Mills
Commissioner Patricia A. Taylor
Commissioner Joseph D. Calderón
Commissioner Dwayne Penick
Commissioner Don Gerth

Also present:

Manny Gomez, Acting City Manager/Fire Chief
Efren Cortez, Deputy City Attorney
Chris McCall, Police Chief
Brian Dunlap, Deputy Police Chief
Barry Young, Deputy Fire Chief
Shawn Williams, Fire Marshal
Max Brown, Battalion Chief
Kevin Shearer, Fire Captain
Ron Roberts, Information Technology Director
Todd Randall, City Engineer
Kevin Robinson, Development Director
Shelia Baker, General Services Director
Tim Woomeer, Utilities Director
Britt Lusk, Administrative Services Director
Raymond Bonilla, Community Services Director
Doug McDaniel, Parks and Recreation Director
Lindsay Chism McCarter, CORE Marketing Director
Matt Hughes, Golf Superintendent
Michal Hughes, Parks and Recreation Superintendent
Wade Whitehead, Parks Superintendent
Nicholas Goulet, Human Resources Director
Sandy Farrell, Library Director
Ann Betzen, Risk Manager/Executive Assistant
Mollie Maldonado, Deputy City Clerk
Jan Fletcher, City Clerk
48 citizens

Invocation and Pledge of Allegiance

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

Approval of Minutes

Commissioner Calderón moved that the minutes of the following meetings be approved as presented: regular meeting held on April 9, 2018; special meeting held on April 13, 2018; work session on April 16, 2018; and regular meeting held on April 16, 2018. Commissioner Penick seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Gerth yes, Penick yes, Cobb yes. The motion carried.

Closed Session

The City Commission convened in closed executive session on Monday, May 7, 2018, at 5:00 p.m., for the discussion of matters subject to the attorney-client privilege pertaining to threatened or pending litigation in Federal or State Courts in which the City is or may become a participant, specifically the following cases as follows: Carnes vs. City of Hobbs, Cotton vs. City of Hobbs, Ellis vs. City of Hobbs, Everhart vs. City of Hobbs, Johnson vs. City of Hobbs, Morales vs. City of Hobbs, Phoenix BCD Ent. vs. City of Hobbs, Pilley vs. City of Hobbs and Smith vs. City of Hobbs and for discussion of limited personnel matters, specifically the hiring of a City Manager. The matters discussed in the closed meeting were limited only to those specified above. No action was taken during the meeting

Proclamations and Awards of Merit

Presentation of Plaque of Appreciation to Outgoing City Commissioner Cynthia Calderon (January 2017 - March 2018).

Mayor Cobb presented a plaque of appreciation to outgoing City Commissioner Cynthia Calderon who served as City Commissioner from January, 2017, to March, 2018:

Ms. Calderon expressed thanks to all of the Commissioners. She clarified to Commissioner Mills that there is no family relation between her and Commissioner Joseph D. Calderón. Ms. Calderon stated Hobbs is an amazing City and she was honored to serve as City Commissioner in District 2. She congratulated Commissioner Mills on his newly-elected position on the Commission and stated she expects the best out of him.

Proclamation Proclaiming the Week of May 6 - 12, 2018, as "Arson Awareness Week".

Mayor Cobb proclaimed the week of May 6-12, 2018, as "Arson Awareness Week". He presented the proclamation to Mr. Shawn Williams, Fire Marshal. Fire Marshal Williams thanked the Commission for its support. He encouraged the community to be alert and report any suspicious activities which could be associated with arson.

Proclamation Proclaiming the Month of May, 2018, as "Building Safety Month".

Mayor Cobb proclaimed the month of May, 2018, as "Building Safety Month". He presented the proclamation to Mr. Ben Maynes, Building Official.

Building Official Maynes thanked the Commission for its support. He stated the International Code Council is truly dedicated to building safety and is proud of the 2018 theme "Building Codes Save Lives". Building Official Maynes stated his hope for the year is that the City, as a building community, continues to stand firm in its commitment to improve the quality of living through good, sound, safe building practices. He further stated "Building Codes Save Lives" is a five-week program that consists of the following:

1. Partnering with Code Officials to Build Stronger, Safer Communities
2. Advancing Resilient Communities Through Science & Technology
3. Protecting Communities from Disasters
4. Safeguarding Our Water
5. Improving Education & Training Standards for a Safer Tomorrow

Proclamation Proclaiming Saturday, May 19, 2018, as "Kids to Parks Day".

Mayor Cobb proclaimed Saturday, May 19, 2018, as "Kids to Parks Day". He presented the proclamation to Mr. Michal Hughes, Parks and Recreation Superintendent. Mr. Hughes thanked the Commission for its support and vision of City parks. He stated all of the City's splash pads will be opening on May 19, 2018, and improvements at City Park should be finished in August. Mr. Hughes stated parks are more than just parks but are quality of life for the community.

Proclamation Proclaiming the Week of May 13 - 19, 2018, as "Police Week".

Mayor Cobb proclaimed the week of May 13 - 19, 2018, as "Police Week". He presented the proclamation to Police Chief Chris McCall. Police Chief McCall thanked the Commission for its support. He stated May 15th is the official Memorial Day for fallen police officers.

Public Comments

Mr. Daniel Johnson and Ms. Lorraine Villages addressed the Commission regarding opposition to the use of the Holtec site for a nuclear storage facility in Lea County due to safety hazards.

Mayor Cobb stated the City will host a Town Hall Meeting in the near future regarding Holtec International Nuclear Waste Storage since that the Nuclear Regulatory Commission (NRC) has now accepted Holtec's license for a spent fuel storage facility.

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

Resolution No. 6653 - Authorizing Appointments to the City of Hobbs Advisory Boards.

Consideration of Bid No. 1570-18 to Furnish Polyelectrolyte Coagulant Aids and Recommendation to Accept the Bid of Polydyne, Inc., in the Amount of \$52,891.

Resolution No. 6654 - Authorizing Approval of an Encroachment Agreement with Playa Escondida Housing, LLP, Concerning the Placement of a Monument Sign Within Public Right-of-Way.

Resolution No. 6655 - Consideration of RFP No. 500-18 for FY 2018 Audit Services and Recommendation to Award the Proposal to Hinkle + Landers in the Amount of \$63,646.00.

Consideration of Approval of Change Order No. 1 with CDR, Inc., for City Park Improvements in the Amount of \$29,227.80.

Consideration of Approval of an Agreement with Lea County for Roadway Improvements on West County Road Within the City Limits.

Commissioner Calderón seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Penick 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

Report on Activities at the Hobbs Industrial Air Park.

Ms. Denise Layton with Soaring Society of America (SSA) introduced Ms. Edre Maier, also with Soaring Society of America and Mr. Burt Compton with Marfa Gliders. Ms. Layton presented a PowerPoint to the Commission.

Ms. Layton stated the SSA is the national soaring organization representing over 14,000 members and was founded in 1932. She stated the National Headquarters are located here in Hobbs with more than 180 soaring clubs in the country.

Mr. Compton stated Hobbs would be a great place for a glider facility because the weather is perfect in Hobbs for gliding.

Mr. Compton stated the SSA works with Federal Aviation Administration (FAA) to preserve access to airspace, publishes the Soaring National magazine, maintains youth training and scholarship opportunities, promotes safety in soaring, sanctions US teams competing at World Gliding Championships and manages endowments and long-term funding.

Mr. Compton stated Hobbs has hosted ten National and three Regional contests bringing over 375 contestants and crew to Hobbs for over 77 days, providing more than \$18,000,000 to the Hobbs economy. He stated the SSA builds on the following success:

- More visitors to Hobbs for extended recreational stays
- An active local venue with local, regional and national recreational draw
- Attract pilots to Hobbs from across the country and around the world
- Promote the future of Regional and National soaring contests on site
- Opens the site to destination soaring club events and gatherings
- Makes it possible to plan a soaring vacation to Hobbs
- Another aviation oriented recreational opportunity, power, models
- Brings students for instruction to Hobbs
- Encourages soaring competitions to keep coming back
- Builds recreational opportunity for local soaring club

Mr. Eric Holson with SSA stated Marfa is number eighth in the Nation as an attraction for tourists. He stated this is an opportunity to make Hobbs a destination for tourism.

In response to Mayor Cobb's question regarding any conflicts with incoming or outgoing general aviation flights, Mr. Compton stated he has a great relationship with the FAA and he knows all of the rules and regulations. He stated he works hand-in-hand with airplane tower staff regarding landing on its runway.

Action Items

Resolution No. 6656 - Adopting Police Recruitment and Retention Incentives.

Police Chief McCall stated law enforcement agencies throughout the country are experiencing an unprecedented difficulty in recruiting and retaining police officers. He stated in our geographical area, the City is not only faced with the issues being dealt with by the rest of the nation, but also competing with a very strong demand for workforce created by the improving local economy. The Hobbs Police Department (HPD) is working to create a comprehensive program to help keep the department competitive in regards to quality applicants. Police Chief McCall stated the HPD is trying to impact recruitment of new officers, as well as retention of current staff. He stated the incentives will hopefully help attract new applicants and simultaneously support the current team members. Police Chief McCall stated the following incentives are being proposed:

1. Recruitment Incentive of \$1,500.00 which is an opportunity for existing employees to be compensated for recruiting a police officer that successfully completes all training requirements (academy/field training).
2. Six year/\$30,000.00 recruiting incentive. This incentive is designed to compensate a newly-hired police officer who completes each year of service at a rate of \$5,000 per year for six years.
3. 20 year Law Enforcement Protection Fund (LEPF) match pay. This would enable the City of Hobbs to leverage funding allocated through the LEPF by the NM Legislature to incentivize officers with 20 or more years of service to remain employed. LEPF funds the incentive at \$7,500.00 and requires a matching City portion of \$7,500.00 for a total \$15,000 yearly incentive. Per state statute, this program will expire on June 20, 2021.

In response to Commissioner Newman's questions, Police Chief McCall stated the recruitment incentive of \$1,500.00 will be paid to the existing City employee once the new hire completes the Police Academy and required training. Police Chief McCall further stated the \$5,000.00 recruiting incentive for six years will be paid to the newly-hired police officer once he/she has completed one year of service with the City. He further stated a plan is currently being reviewed to give incentives to current police officers for retention through the collective bargaining process. Police Chief McCall stated the fiscal impact is not known as it depends on how many officers will be recruited. He further

stated the LEPF match incentive of \$7,500.00 will currently apply to eight police officers who have 20 years of service.

Commissioner Newman moved to table Resolution No. 6656 until more financial information is submitted to the Commission for review. Commissioner Taylor seconded the motion.

In response to Commissioner Gerth's inquiry, Police Chief McCall stated the incentive funding was not included in the FY19 Preliminary Budget. He stated the proposed incentive program is new and recruitment will get worse if nothing is done to recruit or retain police officers.

After a discussion regarding the incentives, Police Chief McCall stated he has visited with the Police Union President who stated recruitment is a nationwide problem and police officers leave to move to bigger cities for better quality of life amenities.

In response to Mayor Cobb's question, Acting City Manager/Fire Chief Gomez stated that police officers leave the City for monetary purposes as well. He stated City funding is available for the incentive program.

Commissioner Taylor stated she agrees with Commissioner Newman in regards to current police officers not being recommended to receive incentives to stay with the Department.

Commissioner Newman stated for the record that he is very pro public safety but he is simply requesting additional information before voting on the proposed police incentives.

Commissioner Gerth stated the Commission needs to get police incentives correct the first time around.

There being no further discussion, the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón no, Penick yes, Gerth yes, Cobb yes. The motion carried. Copies of the resolution and supporting documentation are attached and made a part of these minutes.

Resolution No. 6657 - Authorizing FY 19 Funding Appropriations and Professional Service Agreements with Various Social Service Agencies.

Mayor Cobb stated the funding cap for Social Services is in the amount of \$400,000.00 per Ordinance No. 1086. He recognized the Commission Committee as being Commissioner Newman, Commissioner Mills, Ms. Ann Betzen, Risk Manager, and himself. He praised the thorough and detailed work as prepared by Ms. Betzen. Mayor

Cobb stated the Committee's recommendation is to fund the listed social service agencies in the amount \$324,00.00 as presented.

There being no further discussion, Commissioner Calderón moved to approve Resolution No. 6657 as presented. Commissioner Gerth seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion carried. Copies of the resolution and supporting documentation are attached and made a part of these minutes.

Resolution No. 6658- Authorizing Modification of the Hobbs Express Fixed Route Bus Service.

Ms. Jan Fletcher, City Clerk, explained the resolution and stated Hobbs Express proposes to modify its fixed routes to provide additional service for passengers as follows:

1. Adding stops at the CORE (*Green Route, Rapid Line, Saturday Route*)
2. Adding one stop on Broadway at McKinley Street (*Green Route*)
3. Removing the bus stop at USW (*Green Route*)

Ms. Fletcher explained the Hobbs Express Transportation history and stated the fixed bus route system started operating in October, 2006, and consists of three routes which are the Blue, Red and Green routes. She stated these three routes operate from 7:00 a.m. to 5:00 p.m., Monday through Friday and make hourly stops at fixed points along the three routes. Ms. Fletcher further stated some stops are considered "transfer points" where passengers can transfer from one bus route to another route. She stated in late 2015, Hobbs Express added the Rapid Line which operates during the peak period from 10:30 a.m. to 3:30 p.m., Monday through Friday. Ms. Fletcher stated the Rapid Line only serves the more frequently-used retail stores and areas allowing passengers to reach their destinations quicker without extended waiting time.

Ms. Fletcher stated in early March of 2018, due in part to a lack of drivers and in an effort to smart size the Saturday operations, the Acting City Manager approved a temporary plan to combine the Blue, Red and Green routes into one Saturday route. She stated not all of the bus stops were being used on Saturdays, and combining the three routes into one route has allowed Hobbs Express to smart size the operation to be more efficient and effective with the City's resources. Ms. Fletcher stated this route operates from 10:00 a.m. to 4:00 p.m. on Saturday. She stated this plan is working well and continues to allow the City to provide quality service to the public on Saturdays. At this time, staff is recommending to continue Saturday service in this manner.

Ms. Fletcher stated the complementary para-transit service/demand response service is open Monday through Saturday, from 7:00 am to 4:00 pm. A reservation is required at least one day in advance.

Ms. Fletcher stated Hobbs Express proposes the new route changes become effective June 1, 2018. In addition, Hobbs Express is also proposing that all route fares in June be free to all bus route passengers to coincide with the opening of the CORE. She stated this does not include demand-response service.

Commissioner Newman stated he appreciates all the drivers for their professionalism in the community.

Commissioner Newman moved to approve Resolution No. 6658 as presented. Commissioner Gerth seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion carried. Copies of the resolution and supporting documentation are attached and made a part of these minutes.

Consideration of Approval of Contract Amendment No. 4 (GMP Change Order No. 1) in the Amount of \$675,229.00 with Haydon Building Corporation Related to Construction of the CORE.

Mr. Todd Randall, City Engineer, explained the contract amendment and the time frame as follows:

June 15, 2015 - Haydon Building Corporation was awarded the CMAR contract for the HWLC (CORE) preconstruction service, which the RFQ and RFP process included the City of Hobbs and Partners throughout the procurement process.

August 25, 2015 - The Contract with Haydon was amended to add the NMJC and HMS as "Owners" to the Contract (Amendment No. 1).

April 18, 2016 - The City Commission approved Contract Amendment No. 2 to address changes in the scope of work and contract construction. In addition, an Early Work Release was approved for the Structural Steel Detailing / Shop Drawings and Play Feature Structural Foundation Details

In May of 2016 - Haydon released the 100% construction plans and specifications to potential/interested subcontractors. A Best Value Assessment (BVA) was provided by Haydon and the design team to create an overall budget of \$63.5M.

August 1, 2016 - The City Commission approved a Grant Agreement between the City of Hobbs and J. F Maddox Foundation. In addition, the City Commission approved a Haydon

Contract Amendment No. 3 (GMP – Guaranteed Maximum Price) and notice to start construction for a total GMP (including GRT) of \$53,464,234.

Mr. Randall stated Contract Amendment No. 4 is to increase the Contractor's contingency by \$675,229 or a total contract price of \$54,139,463 (1.25% increase). He stated the overall project budget was set at \$63.5 million which included \$1.7 million in owner contingencies in anticipation of owner initiated changes and enhancements to the project during construction and other development soft costs. Mr. Randall stated the overall budget is anticipated to be approximately \$1 million under the original target budget of \$63.5 million. He stated Haydon will remain in Hobbs for a period of time to make sure there are no issues with the CORE facility.

There being no discussion, Commissioner Gerth moved to approve Contract Amendment No. 4 with Haydon Building Corporation for the CORE. Commissioner Penick seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion carried. Copies of the supporting documentation are attached and made a part of these minutes.

Resolution No. 6659 - Approval of a Development Agreement with Gold Creek Homes Concerning the Development of Market Rate Single Family Housing Units Located Within the Homestead Subdivision.

Mr. Kevin Robinson, Development Director, stated Gold Creek Homes has requested a development agreement concerning the development of single-family housing units located within the Homestead Subdivision on East Bender Blvd. He stated the developer proposes to produce market rate single-family units and is requesting infrastructure incentives in the maximum amount per of \$100,000.00. Mr. Robinson stated the terms of the development agreement are based on the 2018 Housing Incentive Policy adopted per Resolution No. 6579.

There being no further discussion, Commissioner Gerth moved to approve Resolution No. 6659 as presented. Commissioner Calderón seconded the motion and the vote was recorded as follows: Newman no, Mills no, Taylor yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion carried. Copies of the resolution and supporting documentation are attached and made a part of these minutes.

PUBLICATION: Proposed Ordinance Adopting Right-of-Way Management Regulations.

Mr. Robinson stated the City of Hobbs Planning Board (Board) has been reviewing the Hobbs Municipal Code in place and needed to allow the City to manage those properties it holds in public trust. He stated currently the Municipal Code Title 12, enacted in 1950 and most recently amended in 2001, allows some authority for the City to manage the public properties so dedicated through the development process. Mr. Robinson stated

however, as technologies change, there is an increasing demand to locate private facilities within, upon, under, and over the public's property. He stated the proposed ordinance prioritizes placement of facilities within the public's properties being: (1) those facilities being owned by the public such as street, curb, gutter, water and sewer; (2) those facilities being owned by a franchisee of the public such as electric, gas, telephone and cable companies; and (3) those facilities owned by private entities that are not franchisees of the public. Mr. Robinson stated the Board has been reviewing the proposed ordinance since October, 2017, and held a special meeting on April 25, 2018, at which time the vote was 5 to 0 in favor to recommend publication of the proposed ordinance.

In response to Mayor Cobb's inquiry, Mr. Robinson stated wireless cell phone companies are not required to have franchise agreements with the City. He stated the proposed Right-of-Way Management Regulations will allow the City to regulate and manage placement of cell phone equipment on public property.

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

PUBLICATION: Proposed Ordinance Amending Chapter 5.04 and Chapter 5.20 of the Hobbs Municipal Code Relating to Mobile Vendors.

Mr. Robinson stated the City of Hobbs Planning Board (Board) has been reviewing the implementation of policy, procedures and regulations in regard to the mobile vending industry since May of 2015. He stated currently there are municipal codes in place governing the permitting of these types of businesses but upon review, the Board determined additional regulations are required to protect the health and safety of the public. Mr. Robinson stated a proposed ordinance was approved for recommendation of the Commission on June 16, 2015, and presented to the Commission as a discussion item on July 6, 2015. He stated the Commission requested additional public meetings to be held regarding mobile vendors and eight public meetings were held, including special meetings held after 5:00 p.m., to allow for public participation. Mr. Robinson further stated a more comprehensive ordinance was originally proposed offering specificity on location and basic operation of a mobile vendor business but the Board ultimately determined that a more concise alternative would be to amend the current municipal code to better reflect the community's desires. He stated the addition of two paragraphs within Municipal Code, Chapter 5.04 Business Registration Ordinance, and two paragraphs within Municipal Code, Chapter 5.20 Temporary Vendors, offers the most basic guidance to mobile vendors as to locations. Mr. Robinson stated the attached

amendments to Chapter 5.04 and 5.20 were recommended for adoption by the Board at the regular meeting held on December 15, 2015, in which they voted of 6 to 0 in favor.

Mr. Robinson stated staff has recommended a change to Chapter 5.04.050 as follows; "Mobile business activity units shall be allowed on private property wherein 75% of property within the block is either vacant or utilized for commercial, providing no unit shall occupy a lot occupied by a residential structure. The unit shall be compliant with the required setback of the thoroughfare it is accessed from". He also stated the recommendation of "A permanent connection to Municipal or Franchisee utilities negates the mobile status of the unit and is not allowed. Temporary connections may be permitted providing the site and any structure or unit located thereon are in full compliance with all commercial development rules, regulations and permitting requirements".

In reply to Commissioner Gerth's question, Mr. Robinson stated there is not a grandfather clause for the mobile vendors ordinance because of safety issues. He stated there are mobile vendors that are currently not in compliance which can be problematic. Mr. Robinson added these mobile vehicles are permitted by the Motor Vehicle Department and cannot be permanent structures.

In response to Commissioner Gerth's inquiry, Mr. Robinson stated there is no time limit for a mobile vendor to be parked at one location.

Commissioner Penick stated the change of language by the City makes it a friendlier mobile vendor ordinance. He stated mobile vendors can hook up to utilities as long as they are code compliant.

In response to Commissioner Mill's question, Mr. Robinson stated the Planning Board would be the body to issue a variance for a mobile vendor.

In reply to Commissioner Mill's inquiry, Mr. Efrén Cortez, Deputy City Attorney, stated the penalty for violation of the ordinance is \$500.00 and/or 90 days in jail. He stated when a specific penalty is not outlined in the Municipal Code, it falls under the state statute unless outlined differently.

In response to Mayor Cobb's question, Mr. Cortez stated ordinance language may change after publication only if it is diminutive in nature. Mayor Cobb recommended to the Commission that if there is a recommended change to the language in the mobile vendor ordinance, to change it now before publication.

In reply to Commissioner Newman's inquiry, Mr. Cortez stated the ordinance needs to be published two weeks prior to approval by the Commission.

There being no further discussion, and no comments from the audience, Commissioner Mills moved that the Commission publish notice of its intent to adopt the ordinance at a later date with City staff's recommended language. Commissioner Penick seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion carried. A copy of the proposed ordinance is attached and made a part of these minutes.

Comments by City Commissioners, City Manager

Mayor Cobb stated the next Commission meeting will be held on Monday, May 21, 2018.

Commissioner Newman welcomed the AP students present at the Commission meeting. He stated he will sign their agenda for extra credit.

Commissioner Penick stated this is his first meeting as a Commissioner and thanked all the voters. He stated he will be fair and impartial in his decision making.

Commissioner Taylor thanked all those who stayed at tonight's meeting.

Commissioner Mills stated he would like feedback from the public on any concerns and encouraged them to participate in government.

Commissioner Gerth stated everything revolves around oil in this area and it is hard to compete against it. He stated the Commission needs to face reality head on regarding this issue. Commissioner Gerth thanked everyone for coming to tonight's meeting.

Acting City Manager/Fire Chief Gomez stated the 5A High School State Championship Golf Tournament is being held at the Rockwind Community Links Golf Course today and tomorrow. He stated 14 schools are participating which includes 39 golf players, 23 coaches and officials. Acting City Manager/Fire Chief Gomez much praise has been received on the Golf Course, and he applauded the efforts of Mr. Doug McDaniel and Ms. Linda Howell, Rockwind Community Links General Manager.

Acting City Manager/Fire Chief Gomez stated the Fire Department staff did a fire inspection on the sprinkler system at the CORE today. He state the inspection passed.

Acting City Manager/Fire Chief Gomez welcomed Commissioner Penick to his first meeting as a District 5 Commissioner.

Acting City Manager/Fire Chief Gomez stated the CORE magazine has been published and 30,800 copies were mailed to the public.

Mayor Cobb thanked everyone for being present at the meeting tonight.

Adjournment

There being no further discussion or business, Commissioner Newman moved that the meeting adjourn. Commissioner Calderón seconded the motion the vote was recorded as follows: Newman yes, Mills yes, Taylor yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion carried The motion carried. The meeting adjourned at 7:30 p.m.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

Office of the Mayor
Hobbs, New Mexico

PROCLAMATION

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, the Hobbs Fire Department responds to over 7,000 EMS calls annually; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital care providers; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week.

NOW, THEREFORE, I, Sam D. Cobb, Mayor of the City of Hobbs, New Mexico, do hereby proclaim the week of May 20-26, 2018, as

"EMERGENCY MEDICAL SERVICES WEEK"

With the theme, "**EMS Strong: Stronger Together**", I encourage the community to observe this week with appropriate programs, ceremonies and activities.

IN WITNESS WHEREOF, I have hereunto set my hand this 21st day of May, 2018, and cause the seal of the City of Hobbs to be affixed hereto.

SAM D. COBB, MAYOR

ATTEST:



JAN FLETCHER, CITY CLERK





CONSENT AGENDA



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: 5-21-18

SUBJECT: A Resolution Authorizing the Mayor to Make An Appointment to the Utility Board.

DEPT. OF ORIGIN: Mayor's Office
DATE SUBMITTED: 5-11-18
SUBMITTED BY: Ann Betzen

Summary:

The Mayor would like to appoint Philip Ingram to fill the position vacated by Brett Beckett, term will expire March 31, 2020.

Fiscal Impact:

There is no effect on the current year budget.

Reviewed By: _____


Department

Attachments:
Resolution

Legal Review:

Approved As To Form: _____


City Attorney

Recommendation:

Motion to approve 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. 6660

A RESOLUTION AUTHORIZING THE MAYOR
TO MAKE AN APPOINTMENT TO THE
UTILITIES BOARD

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the Mayor be and hereby is authorized to appoint Philip Ingram to the Utilities Board, to fill the position vacated by Brett Beckett, term will expire March 31, 2020.

PASSED, ADOPTED AND APPROVED this 21st day of May, 2018.

SAM D. COBB
Mayor

ATTEST:

JAN FLETCHER, City Clerk



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: May 21, 2018

SUBJECT: CONSIDER APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH THE BOYS AND GIRLS CLUB OF HOBBS
DEPT. OF ORIGIN: Parks and Recreation
DATE SUBMITTED: May 15, 2018
SUBMITTED BY: Doug McDaniel, Parks and Recreation Director

Summary:

Previously, the City of Hobbs and The Boys and Girls Club of Hobbs have entered into a Professional Services Agreement since the Club has the technical and professional experience to operate a nine (9) week Summer Program. The Club will also operate, concurrently, a Special Needs program and provide transportation to and from the Summer Sports Program on the campus of Hobbs High School. Additionally, the Club will also enter into a contract with Gus Macker for the operation of the Gus Macker 3-on-3 Basketball Tournament.

Fiscal Impact:

Reviewed by: [Signature]
Finance Department

The term of this agreement is for one (1) year beginning on July 1, 2018 and ending on June 30, 2019 with an option to renew, upon approval by the City Commission, for one additional year. The agreement is to provide funds to operate a full-day summer program for youth of ages 6-12 years. There is currently \$69,000 in the Parks & Recreation Department's Professional Services budget (01-0330-42601) to fund this agreement. A payment of \$17,250 will be made on August 1, 2018 upon receipt of an invoice from The Boys and Girls Club of Hobbs. Two additional payments of \$25,875 will be made on August 15, 2018 and on May 1, 2019 upon receipt of an invoice from The Boys and Girls Club of Hobbs.

Attachments: Copy of Professional Services Agreement

Legal Review:

Approved As To Form:

[Signature]
City Attorney

Recommendation:

Staff recommends approval of a Professional Services Agreement with The Boys and Girls Club of Hobbs in the amount of \$69,000.

Approved For Submittal By:

[Signature]
Department Director

[Signature]
City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

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

PROFESSIONAL SERVICES AGREEMENT

This Agreement is made and entered into on the 21st day of May, 2018, by and between the CITY OF HOBBS, NEW MEXICO, a municipal corporation, (hereinafter referred to as "CITY") and the BOYS & GIRLS CLUB OF HOBBS, INC., (hereinafter referred to as "CLUB").

WHEREAS, CLUB has the technical and professional expertise required for the operation of a Summer Recreation Program and has properly equipped recreational facilities in order to perform the services.

NOW, THEREFORE, THE PARTIES HERETO HEREBY DO COVENANT AND AGREE AS FOLLOWS:

I.

CLUB will act on behalf of CITY to operate a 9-week summer recreation program for 6 to 12-year-olds, and shall perform the necessary services toward promoting these activities in the community, and such services shall include, but not be limited to, the following:

A. Provide a facility to operate a nine-hour summer recreation program to run Monday through Friday, with an agenda that includes recreational, educational, personal improvement and cultural activities.

B. The Boys & Girls Club summer program will serve in the capacity as being the designated site to accommodate special needs participants during the regular 9-week program hours kept by the facility.

C. Hire and maintain a minimum of at least eight (8) additional employees to serve as staff for the day program. For the special needs program, an additional employee shall have a background and working knowledge of special need participants and work in the capacity of the special needs participant supervisor during the hours of operation. Additional employees shall also be designated as employees to work with special needs participants as attendance warrants. Staff for all programs arising under this agreement shall be employees of CLUB and shall not be employees of CITY and are not entitled to any City of Hobbs benefits, including, but not limited to, insurance, leave, worker's compensation, and/or retirement.

D. Provide and obtain Licensing Agreement for the Gus Macker Basketball Tournament. Provide additional staff for the Gus Macker Basketball Tournament to consist of: one (1) Head Buster (referee); and scorekeepers as attendance warrants.

E. Design and placement of news releases and advertising in the appropriate media, naming CITY as co-sponsor. All advertising shall be reviewed and approved by CITY prior to submission to the media.

F. Provide reasonable assistance to CITY staff with special summer program activities such as July 4th, on which date at least four (4) of CLUB's summer staff will be required to assist. During the Gus Macker Basketball Tournament an adequate number of scorekeepers will be provided.

G. Maintain daily records of activities and the number of participants in the program and submit weekly reports to CITY by Monday of the week following the reporting period. In addition, a final report at the conclusion of the summer programs shall be submitted to CITY. Any incidents of serious nature, as determined by the Director of CLUB, shall be immediately reported to CITY.

H. Perform such other related services as mutually agreed upon by both parties and requiring no additional cost as anticipated by the scope of this Agreement including a final written evaluation of the total program.

II.

It is expressly understood and agreed that CITY is prohibited by the Constitution of New Mexico from directly or indirectly lending or pledging its credit or making any donation to or in aid of any person, association or public or private corporation; this Agreement is intended to employ the services of CLUB, for value received, to carry out the objectives hereof, which are believed to be valid municipal purposes under the laws of the State of New Mexico.

It is expressly understood and agreed that none of these funds shall be used as "prize money" or "cash awards" for participation in activities.

III.

CITY shall not be obligated to expend funds in excess of Sixty-nine Thousand Dollars (\$69,000.00) during the term of this Agreement. Said "not to exceed" amount shall be further restricted as follows: \$45,000.00 for the overall summer recreation program; an additional \$9,000.00 for the special needs program; an additional \$10,000.00 for the Gus Macker License fee; and an additional \$5,000.00 for the facilitation of the requirements of the Americans with Disability Act. The term of this Agreement is one (1) year, commencing July 1, 2018, and terminating June 30, 2019.

CITY agrees to pay CLUB for approved and accepted expenses, not to exceed Sixty-nine Thousand Dollars (\$69,000.00) for the term of this Agreement. Expenses not pre-approved by CITY are subject to non-payment by CITY.

A payment of Seventeen Thousand Two Hundred Fifty Dollars (\$17,250.00) shall be made from invoice on or about August 1, 2018, with the balance of funds to be paid in two (2) equal payments of Twenty-Five Thousand Eight Hundred Seventy Five Dollars (\$25,875.00) on August 15, 2018, and on May 1, 2019, in accordance with the preceding paragraph and by invoice from CLUB to CITY.

Payments hereunder are further conditioned upon CLUB submitting to CITY comprehensive reports, including a participation report with substantiating documents attached detailing the actual expenditures authorized for specific projects, programs and activities including the number of participants transported to and from the Summer Sports Program at Hobbs High School as required by the proposal submitted by CLUB and the terms of this Agreement.

CLUB agrees that any financial records or audit reports of all data relating to all matters covered by this Agreement shall be made available to CITY upon request.

IV.

CLUB agrees to hold CITY free and harmless from any costs determined ineligible by proper audit and CLUB will not enter into any obligation which purports to be binding on CITY in any manner.

At such times and in such form as the City Manager may require, there shall be furnished to CITY such statements, records, reports, data and information as CITY may request pertaining to matters covered by this Agreement. Furthermore, at any time during normal business hours and as often as CITY may deem necessary, there shall be made available to CITY for examination, all records maintained by CLUB with respect to all matters covered by this Agreement; any requested excerpts of transcripts from such records and audits of all data relating to all matters covered by this Agreement subject to the limitations set out above.

V.

CLUB shall obtain, and provide proof thereof to CITY, the following insurance coverage including, but not limited to:

General Liability as follows: Premises, operations, products, completed operations and contractual liability. The limits of liability shall be no less than \$1,000,000.00 combined single limits for bodily injury and property damage.

Workers' Compensation is required along with State statutory employer's liability limits regardless of the number of employees.

The City of Hobbs must be named as an additional insured.

CLUB shall obtain and provide proof thereof to CITY of any other insurance coverage required by the statutes of the State of New Mexico or regulations of any agency of the State of New Mexico governing this type of project.

CLUB covenants and agrees that it will hold and save CITY harmless from any and all liability, damage, expense, cause of action, suits, claims or judgments arising from injury to person(s) or damage to property during the course of execution of this Agreement, not as a direct result of CITY's actions.

If any part or portion of this Agreement shall be in violation of the laws or Constitution of New Mexico, only such part or portion hereof shall be invalidated thereby, and any monies paid by CITY there under shall be repaid to CITY by CLUB, but all other portions hereof shall remain valid and enforceable.

This Agreement shall continue in force for one (1) year, with an option to renew for one (1) additional one (1) year term. This Agreement may be canceled by either party after giving sixty (60) days' notice to the other. Such notice shall be in writing and shall be considered given when delivered to the Chief Administrative Officer of the other party.



CITY OF HOBBS

COMMISSION STAFF SUMMARY FORM

MEETING DATE: May 21, 2018

SUBJECT: Resolution approving the FY2018 DFA 3rd Quarter (March 2018) Financial Report
DEPT. OF ORIGIN: Finance Department
DATE SUBMITTED: May 3, 2018
SUBMITTED BY: Deborah Corral, Assistant Finance Director

Summary:

Submitting the FY2018 3rd Quarter DFA Financial Report for the approval of the governing body. The Department of Finance and Administration requires that the 4th Quarter DFA Report is approved by resolution, however, it recommends all quarterly reports be approved by the governing body.

The City of Hobbs is part of a pilot group testing new online software for DFA submissions. As a part of this group, we are no longer submitting quarterly reporting on excel spreadsheets, but rather uploading line item general ledger detail mapped to the DFA standard chart of accounts. Reporting presented to the governing body for approval will now be in the form of a recap page generated by this new software.

Fiscal Impact:

Reviewed By: _____

Finance Department

The ending cash balance represents actual revenue and expenditure activity from July 1, 2017 – March 31, 2018. Ending Cash Balance at 03/31/18 is \$95,748,831.51 for all funds (restricted and unrestricted). The City of Hobbs year-to-date actual revenues and expenditures for the period are \$87,274,667.02 and \$98,306,539.20 respectively.

Attachments:

3rd Quarter DFA Report Recap
Resolution approving 3rd Quarter DFA Report

Legal Review:

Approved As To Form: _____

City Attorney

Recommendation:

Motion to approve the resolution.

Approved For Submittal By:

[Signature]

Department Director

[Signature]

City Manager

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

Resolution No. _____

Ordinance No. _____

Approved _____

Other _____

Continued To: _____

Referred To: _____

File No. _____

Denied

CITY OF HOBBS

RESOLUTION NO. 6661

A RESOLUTION APPROVING THE FY2018
DFA 3rd QUARTER FINANCIAL REPORT

WHEREAS, the State of New Mexico requires the 4TH quarter DFA Financial Report to be approved annually, they now recommend that all quarterly financial reports be approved.

WHEREAS, the ending cash balance for the period ended March 31, 2018 was \$95,748,831.51 for all funds; and

WHEREAS, the City of Hobbs actual year-to-date revenue and expenditures for fiscal year 2018 crosswalk the amounts to the DFA 3rd Quarter Financial Report;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the herein referenced 3rd Quarter Financial Report be approved.

PASSED, ADOPTED AND APPROVED this 21st day of May, 2018.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

Report Recap for Fiscal Year 2018 - Hobbs (City) - FY2018 Q3

Fund	Cash	Investments	Revenues	Transfers	Expenditures	Adjustments	Balance	Reserves	Adjusted Balance
11000 General Operating Fund	54,866,076.13	0.00	42,119,868.02	-2,712,093.00	42,208,271.93	-112,748.26	51,952,830.96	3,517,355.99	48,435,474.97
20100 Corrections	376,040.01	0.00	199,789.37	0.00	45,417.30	0.00	530,412.08	0.00	530,412.08
20600 Emergency Medical Services	11.00	0.00	20,000.00	0.00	18,346.29	0.00	1,664.71	0.00	1,664.71
20900 Fire Protection	794,917.39	0.00	363,184.03	0.00	331,616.32	0.00	826,485.10	0.00	826,485.10
21100 Law Enforcement Protection	87,000.00	0.00	87,000.00	0.00	41,454.31	0.00	132,545.69	0.00	132,545.69
21400 Lodgers\ Tax	267,251.48	0.00	1,195,787.04	0.00	416,229.83	0.00	1,046,808.69	0.00	1,046,808.69
21600 Municipal Street	1,483,100.67	0.00	869,021.48	0.00	448,828.99	0.00	1,903,293.16	0.00	1,903,293.16
21700 Recreation	12,596,406.29	0.00	12,504,169.52	0.00	24,230,129.83	0.00	870,445.98	0.00	870,445.98
21900 Senior Citizens	1,000.00	0.00	177,423.55	523,378.00	700,801.74	0.00	999.81	0.00	999.81
29900 Other Special Revenue	331,111.02	0.00	1,088,720.25	647,106.00	1,878,439.66	142,613.58	331,111.19	0.00	331,111.19
30200 CDBG (HUD) Project	449.47	0.00	0.00	114,498.00	113,947.45	0.00	1,000.02	0.00	1,000.02
39900 Other Capital Projects	3,527,697.58	0.00	1,760,805.45	0.00	1,100,480.30	0.00	4,188,022.73	0.00	4,188,022.73
40400 NMFA Loan Debt Service	1,989,842.96	0.00	0.00	1,956,155.00	1,956,155.05	0.00	1,989,842.91	0.00	1,989,842.91
50100 Water Enterprise	6,262,481.39	0.00	4,860,491.56	-34,666.00	4,498,141.93	-26.02	6,590,139.00	0.00	6,590,139.00
50200 Solid Waste Enterprise	2,014,554.12	0.00	4,899,714.00	0.00	4,626,046.63	0.00	2,288,221.49	0.00	2,288,221.49
50300 Wastewater/Sewer Enterprise	9,991,393.88	0.00	6,076,453.01	-1,921,489.00	5,144,883.64	0.00	9,001,474.25	0.00	9,001,474.25
50400 Airport Enterprise	292,892.22	0.00	36,069.40	0.00	25,679.39	0.00	303,282.23	0.00	303,282.23
50600 Cemetery Enterprise	1,000.00	0.00	104,740.35	191,286.00	296,026.42	0.00	999.93	0.00	999.93
51800 Golf Course Enterprise	1,000.00	0.00	692,469.53	1,235,824.00	1,928,283.60	-10.21	999.72	0.00	999.72
69900 Other Internal Service	2,370,410.96	0.00	5,997,382.10	0.00	3,828,206.52	0.00	4,539,586.54	0.00	4,539,586.54
79900 Other Trust & Agency	9,555,363.51	0.00	4,221,578.36	0.00	4,469,152.07	-59,125.48	9,248,664.32	0.00	9,248,664.32
Totals	106,810,000.08	0.00	87,274,667.02	0.00	98,306,539.20	-29,296.39	95,748,831.51	3,517,355.99	92,231,475.52



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: May 21st, 2018

SUBJECT: Approving the 3rd quarter fiscal year 2018 DFA Report for Lodgers' Tax.

DEPT. OF ORIGIN: Finance
DATE SUBMITTED: May 15th, 2018
SUBMITTED BY: Toby Spears, Finance Director

Summary:

The NM Department of Finance Administration recommends approving the City of Hobbs quarterly lodgers' tax process. The following attachment is for the 3rd quarter 2018 DFA report.

Fiscal Impact:

Reviewed By: 
Finance Department

The March 31st, 2018 Cash Balance for the Lodgers' Tax Fund is \$1,046,808.69

Total lodgers' tax revenue for the 3rd quarter fiscal year 2018 was \$502,238.31 and total expenditures were \$296,253.31

Attachments:

Resolution
3-31-2018 Financial Report

Legal Review:

Approved As To Form: 
City Attorney

Recommendation:

To be determined by City Commission.

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. 6662

A RESOLUTION APPROVING THE FY2018
LODGERS' TAX DFA 3rd QUARTER FINANCIAL REPORT

WHEREAS, the State of New Mexico requires the 3rd quarter Lodgers' Tax DFA Financial Report to be approved annually, they now recommend that all quarterly financial reports be approved.

WHEREAS, the ending cash balance for the period ended March 31, 2018 was \$1,046,808.69 for lodgers' tax funds; and

WHEREAS, the City of Hobbs actual quarter-to-date lodgers' tax revenue and expenditures for fiscal year 2018 crosswalk the amounts to the DFA 3rd quarter financial report;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the herein referenced 3rd quarter lodgers' tax financial report be approved.

PASSED, ADOPTED AND APPROVED this 21st day of May, 2018

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

INSTRUCTIONS

1. Provide quarterly and year-to-date revenue for the quarterly reporting period. Money received through joint powers agreements must be reported separately. Other sources includes private grants, donations, reimbursements, etc.
 2. Allocate revenue to the promotional, non-promotional and general funds based on the percent of tax imposed. Administrative costs may not exceed 10% of the gross pro
 3. Provide a "book cash balance" for both the promotional and non-promotional funds for the quarterly reporting period and year to date amounts.
 4. Provide quarterly and year-to-date transfers-in and transfers - out.
- [Note: The Lodgers' Tax Act does not allow transfers from the Lodgers' Tax Fund to the General Fund or other Funds of the local public body.]
5. Provide quarterly and year-to-date expenditures on the expenditures tab. Contractual service expenditures must comply with the Lodgers' Tax Act, terms of the contract and the Procurement Code 13-1-28 through 13-1-199 NMSA 1978.

REPORTING ENTITY:	<u>City of Hobbs</u>	<u>5</u>	(PERCENT IMPOSED)	QUARTER ENDING:	<u>3/31/2018</u>
				MONTHLY YEAR	
1. REVENUE SUMMARY:	QUARTERLY AMOUNT <small>(THIS REPORTING PERIOD)</small>	YEAR-TO-DATE (Y-T-D) AMOUNT <small>(SUM OF ALL QUARTERS)</small>	2. REVENUE ALLOCATION:	QUARTERLY AMOUNT <small>(THIS REPORTING PERIOD)</small>	YEAR-TO-DATE (Y-T-D) AMOUNT <small>(SUM OF ALL QUARTERS)</small>
LODGERS' TAX PROCEEDS	\$ <u>502,238</u>	\$ <u>1,174,216</u>	NON-PROMOTIONAL FUND	\$ <u>0</u>	\$ <u>0</u>
INVESTMENT INCOME	<u>7,695</u>	<u>21,571</u>	PROMOTIONAL FUND	\$ <u>509,934</u>	<u>1,195,787</u>
LATE PENALTIES	_____	_____	ADMINISTRATIVE COST	\$ <u>0</u>	\$ <u>0</u>
CONVENTION CENTER	_____	_____	(10% IS THE MAXIMUM OF GROSS TAX PROCEEDS,		
FINANCING FEES	_____	_____	i.e. 10% OF QUARTERLY AMOUNT FOR THIS REPORTING PERIOD)		
HOSPITALITY FEE ACT	_____	_____			
FEES	_____	_____			
1. _____					
2. _____					
TOTAL REVENUE	\$ <u>509,934</u>	\$ <u>1,195,787</u>			

4. TRANSFERS: IN	
INTERGOVERNMENT, INTERFUND TRANSFERS - IN	
<small>(e.g. JPAs, GRANTS TRANSFERRED TO LODGERS' TAX FUND)</small>	
1. _____	\$ _____
2. _____	\$ _____
	\$ <u>0</u>

3. CASH BALANCES:	
Carryover From Previous Fiscal Year: Non-Promotional	\$ <u>15,511</u>
Carryover From Previous Fiscal Year: Promotional	<u>251,740</u>
<small>(Note: 2 years maximum carryover before money must be spent).</small>	
NON-PROMOTIONAL FUND	\$ <u>0</u>
PROMOTIONAL FUND	\$ <u>795,069</u>
Grand Total (Non-Promo)	\$ <u>15,511</u>
Grand Total (Promo)	\$ <u>1,046,809</u>

TRANSFERS:OUT	
NON-PROMOTIONAL FUND	
INTERFUND TRANSFERS - (OUT)	
<small>(e.g. FROM NON-PROMOTIONAL TO VENDOR OR PROMOTIONAL)</small>	
1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____
4. _____	\$ _____
	\$ <u>0</u>
INTERGOVERNMENTAL TRANSFERS - (OUT)	
1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____
4. _____	\$ _____
	\$ <u>0</u>

PROMOTIONAL FUND	
INTERFUND TRANSFERS - (OUT)	
<small>(e.g. FROM PROMOTIONAL TO VENDOR OR NON-PROMOTIONAL)</small>	
1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____
4. _____	\$ _____
	\$ <u>0</u>
INTERGOVERNMENTAL TRANSFERS - (OUT)	
1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____
4. _____	\$ _____
	\$ <u>0</u>

5. EXPENDITURE SUMMARY:

CATEGORY/DESCRIPTION CONTRACTUAL SERVICES EVENT or ACTIVITY (attach a separate sheet if needed)		NON-PROMOTIONAL FUND		PROMOTIONAL FUND	
		Quarterly Amount (This reporting period)	YEAR-TO-DATE (Y-T-D) AMOUNT (SUM OF ALL QUARTERS)	Quarterly Amount (This reporting period)	YEAR-TO-DATE (Y-T-D) AMOUNT (SUM OF ALL QUARTERS)
see attached sheet				296,253	\$ 416,230
ADVERTISING CONTRACT(S) *VENDOR:					
EVENT/ACTIVITY	DATE				
SUB-TOTAL		0	0	296,253	416,230
*Add additional sheets if necessary. OPERATING EXPENSES (IDENTIFY)			0		
TOURIST RELATED EVENTS (LIST) EVENT DATE					
	PUBLIC SAFETY (FIRE / EMS / POLICE)				
	SANITATION SVCS.				
	PUBLIC SAFETY				
	SANITATION SVCS.				
	PUBLIC SAFETY				
	SANITATION SVCS.				
SUB-TOTAL		0	0	0	0
CAPITAL OUTLAY (IDENTIFY)					
BUILDINGS & STRUCTURES					
EQUIPMENT & MACHINERY					
DEBT SERVICE (IDENTIFY)					
SUB-TOTAL					
EXPENDITURES TOTAL		\$ 0	\$ 0	\$ 296253	\$ 416230

CITY OF HOBBS
EVENT SUMMARIES
3/31/2018

PROMOTIONAL
ITEMS

17-06	LEA COUNTY COMMISSION OF THE ARTS	1,821.15
17-09	HOBBS USSSA	9,500.00
18-01	JUNETEENTH	3,700.00
18-02	NM NATIONAL BLACK CHAMBER OF COMMERCE	4,930.31
18-03	HOBBS CHAMBER OF COMMERCE - HOBBS HOLIDAY TOURNEY	8,978.12
18-04	HOBBS HISPANO CHAMBER OF COMMERCE-MARACHI CHRISTMAS	10,000.00
18-05	HOBBS HISPANO CHAMBER OF COMMERCE-FIESTA SEPTIEMBRE	15,919.04
18-06	HOBBS KENNEL CLUB	2,116.45
18-07	LEA COUNTY COMMISSION OF THE ARTS	8,127.83
18-08	SOUTHWEST SYMPHONY	22,500.00
18-09	HOBBS USSSA 2018	47,974.04
18-10	WESTERN HERITAGE MUSEUM COMPLEX	18,000.00
18-11	TUFF HEDEMAN CHAMPIONSHIP BULL RIDING	10,000.00
18-12	CYCLE CITY PROMOTIONS	17,500.00
	AIRLINE SUBSIDY 2018	235,162.89
	TOTAL	416,229.83

3/31/18

CITY OF HOBBS LODGERS' TAX PROGRAM
EXPENDITURE REPORT FOR THE 3rd QUARTER OF 2017 - 2018

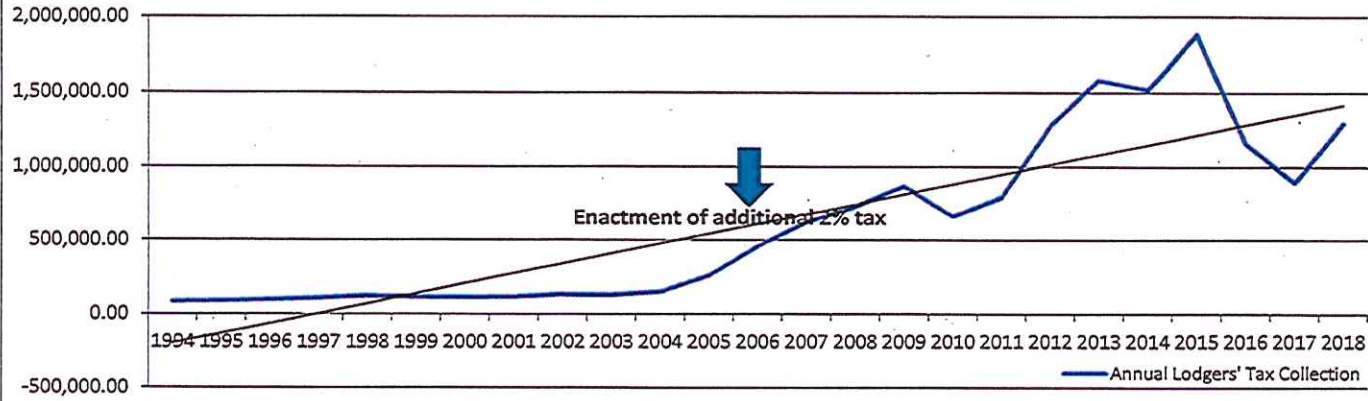
		PROMO	NON PROMO	TOTAL
CASH BAL.	6/30/17	251,740.02	15,511.46	267,251.48
FIRST QUARTER INCOME		309,806.74		309,806.74
FIRST QUARTER INTEREST		3,932.60		3,932.60
TOTAL REVENUE		313,739.34	0.00	313,739.34
FIRST QUARTER EXPENSES		46,002.48		46,002.48
CASH BAL.	9/30/17	519,476.88	15,511.46	534,988.34
SECOND QUARTER INCOME		362,170.85		362,170.85
SECOND QUARTER INTEREST		9,943.10		9,943.10
TOTAL REVENUE		372,113.95	0.00	372,113.95
SECOND QUARTER EXPENSES		73,974.04		73,974.04
CASH BAL.	12/31/17	817,816.79	15,511.46	833,128.25
THIRD QUARTER INCOME		502,238.31		502,238.31
THIRD QUARTER INTEREST		7,695.44		7,695.44
TOTAL REVENUE		509,933.75	0.00	509,933.75
THIRD QUARTER EXPENSES		296,253.31		296,253.31
CASH BAL.	3/31/18	1,031,297.23	15,511.46	1,046,808.69
FOURTH QUARTER INCOME(FORCE EXTRA TO PROMO)				0.00
FOURTH QUARTER INTEREST				0.00
TOTAL REVENUE		0.00	0.00	0.00
FOURTH QUARTER EXPENSES**				0.00
CASH BAL.	6/30/18	1,031,297.23	15,511.46	1,046,808.69
YEAR TO DATE INCOME		1,174,215.90	0.00	1,174,215.90
YEAR TO DATE INTEREST		21,671.14	0.00	21,671.14
TOTAL REVENUE		1,195,787.04	0.00	1,195,787.04
YEAR TO DATE EXPENSES		416,229.83	0.00	416,229.83
YEAR TO DATE CASH BALANCES		1,031,297.23	15,511.46	1,046,808.69

CITY OF HOBBS LODGERS' TAX REPORT

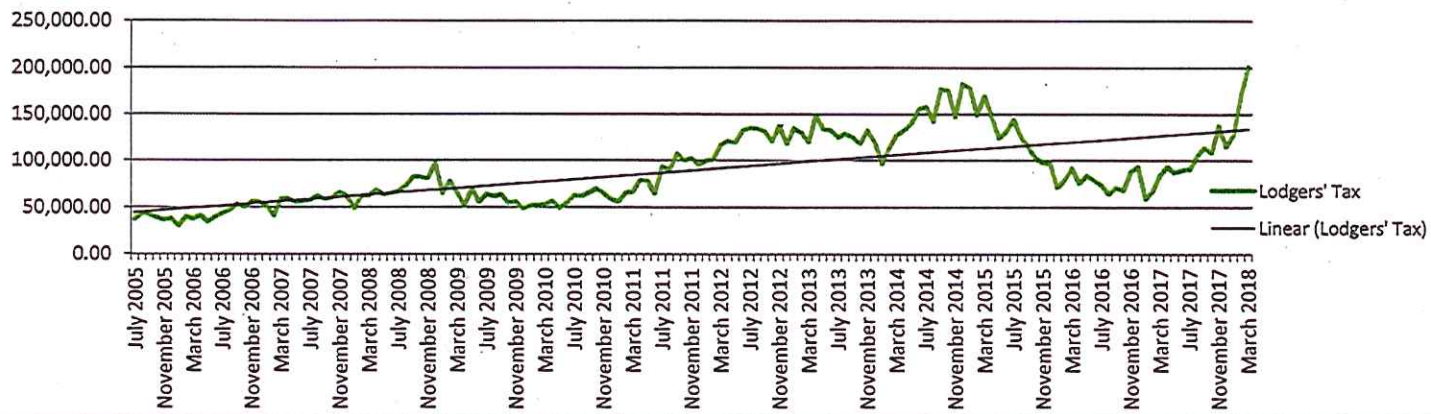
March 31, 2018

Month	Month	RECEIPTS 239999-				EXPENDITURES			NET CHANGE		Cash Balance
		Gross Taxable Revenue	Lodgers' Tax	Other Income	TOTAL	Contract for Services	Advert & Promotion	TOTAL	For Month	YTD	
SUBTOTAL		15,364,272.60	768,213.63	527.46	768,741.09	0.00	762,619.97	762,619.97			
SUBTOTAL		18,028,844.80	901,442.24	973.44	902,415.68	0.00	1,452,826.32	1,452,826.32			
CASH BALANCE	06/30/15	713,543.86	1,885,088.47	1,769.80	1,886,858.27		2,219,502.38	2,219,502.38			
July 2015		2,900,131.40	145,006.57	96.18	145,102.75		8,042.29	8,042.29	137,060.46	137,060.46	850,604.32
August 2015		2,529,784.20	126,489.21	111.19	126,600.40		144,675.09	144,675.09	(18,074.69)	118,985.77	832,529.63
September 2015		2,295,191.20	114,759.56	91.70	114,851.26		156,289.41	156,289.41	(41,438.15)	77,547.62	791,091.48
October 2015		2,048,496.80	102,424.84	125.40	102,550.24		89,784.47	89,784.47	12,765.77	90,313.39	803,857.25
November 2015		1,963,598.60	98,179.93	90.85	98,270.78		67,821.32	67,821.32	30,449.46	120,762.85	834,306.71
December 2015		1,934,861.20	96,743.06	92.58	96,835.64		559,250.02	559,250.02	(462,414.38)	(341,651.53)	371,892.33
SUBTOTAL		13,672,063.40	683,603.17	607.90	684,211.07	0.00	1,025,862.60	1,025,862.60			
January 2016		1,420,170.20	71,008.51	126.28	71,134.79		40,866.67	40,866.67	30,268.12	(311,383.41)	402,160.45
February 2016		1,600,508.40	80,025.42	231.91	80,257.33		228,045.55	228,045.55	(147,788.22)	(459,171.63)	254,372.23
March 2016		1,836,594.80	91,829.74	182.49	92,012.23		204,512.68	204,512.68	(112,500.45)	(571,672.08)	141,871.78
April 2016		1,518,952.60	75,947.63	132.27	76,079.90		94,829.98	94,829.98	(18,750.08)	(590,422.16)	123,121.70
May 2016		1,688,331.80	84,416.59	171.54	84,588.13		25,056.30	25,056.30	59,531.83	(530,890.33)	182,653.53
June 2016		1,591,457.20	79,572.86	185.02	79,757.88		73,456.67	73,456.67	6,301.21	(524,589.12)	188,954.74
SUBTOTAL		9,656,015.00	482,800.75	1,029.51	483,830.26	0.00	666,767.85	666,767.85			
CASH BALANCE	06/30/16	188,954.74	1,166,403.92	1,637.41	1,168,041.33	0.00	1,692,630.45	1,692,630.45			
July 2016		1,483,720.00	74,186.00	174.74	74,360.74		10,000.00	10,000.00	64,360.74	64,360.74	253,315.48
August 2016		1,286,676.40	64,333.82	229.08	64,562.90		35,000.00	35,000.00	29,562.90	93,923.64	282,878.38
September 2016		1,427,108.20	71,355.41	411.72	71,767.13		25,375.27	25,375.27	46,391.86	140,315.50	329,270.24
October 2016		1,363,327.20	68,166.36	508.97	68,675.33		88,717.26	88,717.26	-20,041.93	120,273.57	309,228.31
November 2016		1,783,813.00	89,190.65	574.99	89,765.64		20,000.00	20,000.00	69,765.64	190,039.21	378,993.95
December 2016		1,877,455.00	93,872.75	680.49	94,553.24		15,069.00	15,069.00	79,484.24	269,523.45	458,478.19
SUBTOTAL		9,222,099.80	461,104.99	2,579.99	463,684.98	0.00	194,161.53	194,161.53			
January 2017		1,183,489.00	59,174.45	371.91	59,546.36		291,814.62	291,814.62	-232,268.26	-232,268.26	226,209.93
February 2017		1,357,364.20	67,868.21	421.71	68,289.92		0.00	0.00	68,289.92	68,289.92	294,499.85
March 2017		1,701,676.00	85,083.80		85,083.80		12,391.92	12,391.92	72,691.88	72,691.88	367,191.73
April 2017		1,877,931.00	93,896.55	1,399.24	95,295.79		38,170.00	38,170.00	57,125.79	57,125.79	424,317.52
May 2017		1,745,164.20	87,258.21	1,253.77	88,511.98		1,133.00	1,133.00	87,378.98	87,378.98	511,696.50
June 2017		1,803,606.00	90,180.30	1,457.94	91,638.24		336,083.26	336,083.26	-244,445.02	-244,445.02	267,251.48
SUBTOTAL		9,669,230.40	483,461.52	4,904.57	488,366.09	0.00	679,592.80	679,592.80			
CASH BALANCE		267,251.48	944,566.51	7,484.56			873,754.33				
July 2017		1,815,246.20	90,762.31	976.79	91,739.10		1,372.17	1,372.17	90,366.93	90,366.93	357,618.41
August 2017		2,089,782.80	104,489.14	1,216.90	105,706.04		18,130.31	18,130.31	87,575.73	177,942.66	445,194.14
September 2017		2,291,105.80	114,555.29	1,738.91	116,294.20		26,500.00	26,500.00	89,794.20	267,736.86	534,988.34
October 2017		2,170,628.60	108,531.43	3,549.66	112,081.09		59,216.40	59,216.40	52,864.69	320,601.55	587,853.03
November 2017		2,764,121.40	138,206.07	2,979.81	141,185.88		14,757.64	14,757.64	126,428.24	447,029.79	714,281.27
December 2017		2,308,667.00	115,433.35	3,413.63	118,846.98		0.00	0.00	118,846.98	565,876.77	833,128.25
SUBTOTAL		13,439,551.80	671,977.59	13,875.70	685,853.29	0.00	119,976.52	119,976.52			
January 2018		2,580,920.60	129,046.03	3,498.85	132,544.88		229,785.48	229,785.48	-97,240.60	-97,240.60	735,887.65
February 2018		3,428,414.60	171,420.73	3,567.45	174,988.18		14,804.51	14,804.51	160,183.67	160,183.67	896,071.32
March 2018		4,035,431.00	201,771.55	629.14	202,400.69		51,663.32	51,663.32	150,737.37	150,737.37	1,046,808.69
April 2018		0.00			0.00			0.00	0.00	0.00	1,046,808.69
May 2018		0.00			0.00			0.00	0.00	0.00	1,046,808.69
June 2018		0.00			0.00			0.00	0.00	0.00	1,046,808.69
SUBTOTAL		10,044,766.20	502,238.31	7,695.44	509,933.75	0.00	296,253.31	296,253.31			
CASH BALANCE		1,046,808.69	1,174,215.90	21,571.14	1,195,787.04		416,229.83				

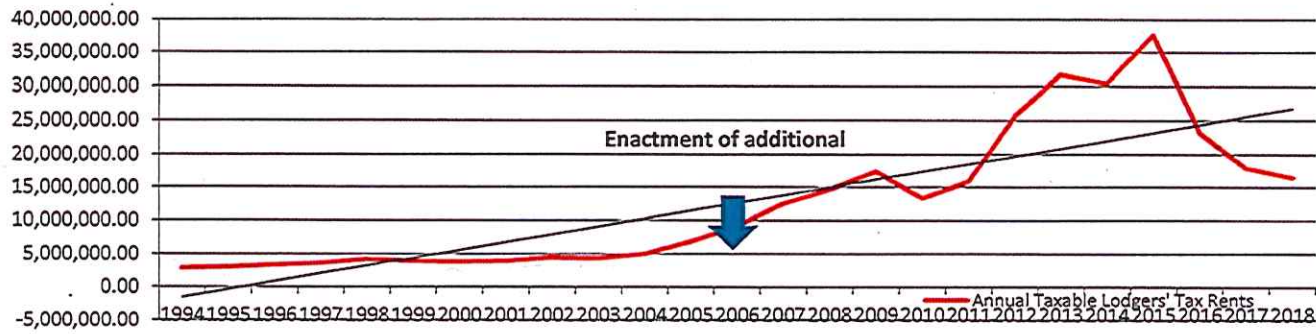
Annual Lodgers' Tax Collection



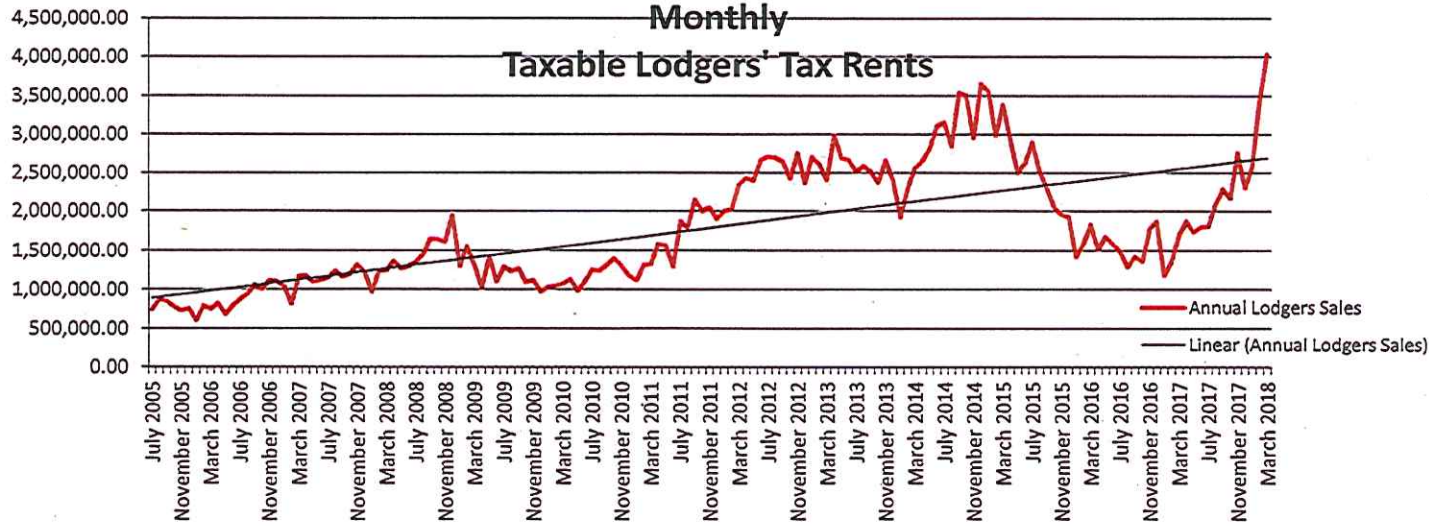
Monthly Lodgers' Tax Collection



Annual Taxable Lodgers' Tax Rents



Monthly Taxable Lodgers' Tax Rents



CITY OF HOBBS LODGERS' TAX PROGRAM						
3/31/2018	AWARD			ACTUAL	ACTUAL	
	PROJECT	DATE	AMOUNT	EXPENSE	OUTSTANDING	CATEGORY
3/31/2018	CASH BALANCE				GRANT	
					1,046,808.69	
Proof of Cash:						
Beginning Cash Available for Profit, Non-Profit, and Public Entities (20%)					124,676.18	
16-27	CINCO DE MAYO COMMITTEE (CITY MGR APPROVED)	1/15/2016	10,000.00	4,340.88	5,659.12	NP
17-06	LEA COUNTY COMMISSION OF THE ARTS	4/18/2016	10,000.00	9,321.15	678.85	NP
17-08	SOUTHWEST SYMPHONY	4/18/2016	25,000.00	25,000.00	0.00	NP
17-09	HOBBS USSSA	4/18/2016	70,000.00	67,614.27	2,385.73	NP
18-01	JUNETEENTH	4/17/2017	3,716.00	3,700.00	16.00	NP
18-02	NM NATIONAL BLACK CHAMBER OF COMMERCE	4/17/2017	4,930.31	4,930.31	0.00	NP
18-03	HOBBS CHAMBER OF COMMERCE - HOBBS HOLIDAY TOURNEY	4/17/2017	10,000.00	8,978.12	1,021.88	NP
18-04	HOBBS HISPANO CHAMBER OF COMMERCE-MARACHI CHRISTMA	4/17/2017	10,000.00	10,000.00	0.00	NP
18-05	HOBBS HISPANO CHAMBER OF COMMERCE-FIESTA SEPTIEMBRE	4/17/2017	16,000.00	15,919.04	80.96	NP
18-06	HOBBS KENNEL CLUB	4/17/2017	3,200.00	2,116.45	1,083.55	NP
18-07	LEA COUNTY COMMISSION OF THE ARTS	4/17/2017	10,000.00	8,127.83	1,872.17	NP
18-08	SOUTHWEST SYMPHONY	4/17/2017	22,500.00	22,500.00	0.00	NP
18-09	HOBBS USSSA 2018	4/17/2017	70,000.00	47,974.04	22,025.96	NP
18-10	WESTERN HERITAGE MUSEUM COMPLEX	4/17/2017	18,000.00	18,000.00	0.00	NP
18-11	TUFF HEDEMAN CHAMPIONSHIP BULL RIDING	4/17/2017	10,000.00	10,000.00	0.00	P
18-12	CYCLE CITY PROMOTIONS	4/17/2017	17,500.00	17,500.00	0.00	P
	TOTAL REMAINING ALLOCATION FOR PROFIT, NON-PROFIT AND PUBLIC ENTITIES		310,846.31	106,276.30	34,824.22	
Add:	20% Monthly Tax Revenue (starting April 1st, 2013)				234,843.18	
	Cash Available for Allocation				324,695.14	
Beginning Cash Available for Local Government (City and County) (40%)					88,500.00	
18-13	LEA COUNTY EVENT CENTER 2018	4/17/2017	25,000.00	0.00	25,000.00	LOCAL GOV
18-15	ROCKWIND COMMUNITY LINKS - 2018	10/16/2017	66,500.00	0.00	66,500.00	LOCAL GOV
18-16	C.O.R.E - 2018	10/16/2017	99,800.00	0.00	99,800.00	LOCAL GOV
	TOTAL REMAINING ALLOCATION FOR LOCAL GOVERNMENT		191,300.00	0.00	191,300.00	
Add:	40% Monthly Tax Revenue (starting April 1st, 2013)				478,314.82	
	Cash Available for Allocation				375,514.82	
Beginning Cash Available for Fire, EMS, Sanitation (15%)						
	TOTAL REMAINING ALLOCATION FOR CITY OF HOBBS POLICE AND FIRE		176,132.39	0.00	176,132.39	
Add:	15% Monthly Tax Revenue (starting April 1st, 2013)		176,132.39	0.00	176,132.39	
	Cash Available for Allocation				(0.01)	
Beginning Cash Available for Airline subsidy (25%)					55,860.67	
	EDC - 2018 AIRLINE SUBSIDY (\$220,502.38 GENERAL FUND)		235,162.89	235,162.89	0.00	
Add:	25% Monthly Tax Revenue (starting April 1st, 2013)				293,553.98	
	TOTAL REMAINING ALLOCATION FOR AIRLINE SUBSIDY		20,000.00	235,162.89	0.00	
	Cash Available for Allocation				349,414.65	



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: May 21, 2018

SUBJECT: A RESOLUTION AUTHORIZING THE MAYOR TO APPROVE A MUTUAL AID AGREEMENT BETWEEN THE CITY OF HOBBS POLICE DEPARTMENT AND THE CITY OF CARLSBAD POLICE DEPARTMENT.

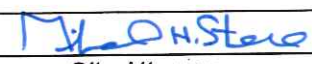
DEPT. OF ORIGIN: **Hobbs Police Department**
DATE SUBMITTED: **May 10, 2018**
SUBMITTED BY: **Chief Chris McCall**

Summary: Mutual Aid Agreement between the City of Hobbs Police Department and the City of Carlsbad Police Department. This is for the Hobbs Police Department to respond to the City of Carlsbad at their request for mutual aid assistance, and for the City of Carlsbad Police Department to respond to the City of Hobbs at our request for mutual aid.

Fiscal Impact:
None

Reviewed By: 
Finance Department

Attachments:
Mutual Aid Agreement

Legal Review: *Approved As To Form:* 
City Attorney
This agreement was reviewed by the City Attorney

Recommendation:
Motion authorizing the Mayor to approve a Mutual Aid Agreement between the City of Hobbs Police Department and City of Carlsbad Police Department

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. 6663

A RESOLUTION AUTHORIZING THE HOBBS POLICE DEPARTMENT
AND CARLSBAD POLICE DEPARTMENT TO ENTER INTO A
MEMORANDUM OF UNDERSTANDING REGARDING MUTUAL AID

WHEREAS, the City of Hobbs Police Department and the Carlsbad Police Department recognize and acknowledge that at times situations arise that require additional manpower; and

WHEREAS, during those situations it will be prudent and necessary to request additional manpower or assistance from other law enforcement agencies; and

WHEREAS, the above-mentioned law enforcement agencies have been created and sworn to enforce the laws of this state and desire to enter into the Mutual Aid Agreement attached herein.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the Mayor be and hereby is authorized to approve the Mutual Aid Agreement attached herein.

PASSED, ADOPTED AND APPROVED this 21st day of May, 2018.

SAM D. COBB, Mayor

Attest:

JAN FLETCHER, City Clerk

MUTUAL AID AGREEMENT

Between

Hobbs Police Department
Carlsbad Police Department

I. Introduction

- A. The undersigned law enforcement agencies recognize and acknowledge that at times emergency and non-emergency situations arise that require additional manpower and resources beyond which each respective law enforcement agency can provide. It is during such times that it may be prudent and necessary to request additional manpower or assistance from other law enforcement agencies.

II. Requests for Resources

- A. During natural or man-made disasters, critical incidents or significant special events, the undersigned law enforcement agencies will provide assistance to other law enforcement agencies according to the guidelines as set forth in this Mutual Aid Agreement. Requests for mutual aid should be made by the Chief Executive Officer, or his/her designee, of each Law Enforcement agency.
- B. The Chief Executive Officer or his/her designee will decide what resources are available to the requesting agency and will authorize the level of response to be provided. This response may include, but is not limited to; manpower, vehicles, equipment, or other police resources.
- C. In the event of an emergency where human life is at stake and time is of the essence, the on-duty supervisor may request resources from another agency. The on-duty supervisor of the agency receiving the request may commit emergency resources as he/she see fit until such time as the respective CEO's or designees can be contacted.
- D. ***The requesting agency must sign or have previously signed this Mutual Aid Agreement. A list of agencies having signed this agreement shall be maintained in the communications center or other appropriate locating within each agency.***
- E. Generally, when officers are assigned under this agreement it will be on a temporary basis and no reimbursement will be necessary. Reimbursements, if any, should be determined prior to a non-emergency or planned event, and outlined in writing

pursuant to a supplemental agreement. In an emergency, the protection of life is paramount the cost shall not be a factor in determining the level of response. Determination of reimbursement after an emergency shall be the duty of the agencies governing bodies.

III. Supervision and Control of Officers on Loan

- A. Officers assigned to an undersigned law enforcement agency under the mutual aid provisions shall be subject to lawful operations commands by supervisors of that department.
- B. Personnel and administrative control, including compensation to the individual officers, will be retained by the individual law enforcement agency. Police officers will be entitled to Worker's Compensation and other benefits to which they would be entitled were they are functioning within the normal course and scope of the duties with their respective agency.
- C. Police officers assigned under the provisions of this Mutual Aid Agreement shall have the same jurisdiction, powers, rights, and immunities as that of the requesting agency's officers.
- D. Officers from another agency who are temporarily assigned to a requesting agency under mutual aid provisions will abide by the rules and regulations of their own agency. Officers will bring any recognized conflicts in policy to the attention of the requesting agency supervisor.

IV. Communications

- A. In the absence of adequate radio communications, officers who are assigned to another agency under mutual aid provisions should be assigned to work with officer from that agency when possible to ensure that all personnel have access to radio communications.

V. Mutual Aid Agreement

- A. The undersigned law enforcement agencies having been created and sworn to enforce the laws of this state and their respective jurisdictions, do hereby enter into this Mutual Aid Agreement as allowed by their respective policies.
- B. This Mutual Aid Agreement shall be reviewed on an as needed basis (i.e., change of Chief Executive Officer). Should any section of this Mutual Aid Agreement be found unconstitutional or unlawful, that section shall be null and void.

Hobbs Police Department

Date

Mayor – Hobbs, NM

Date

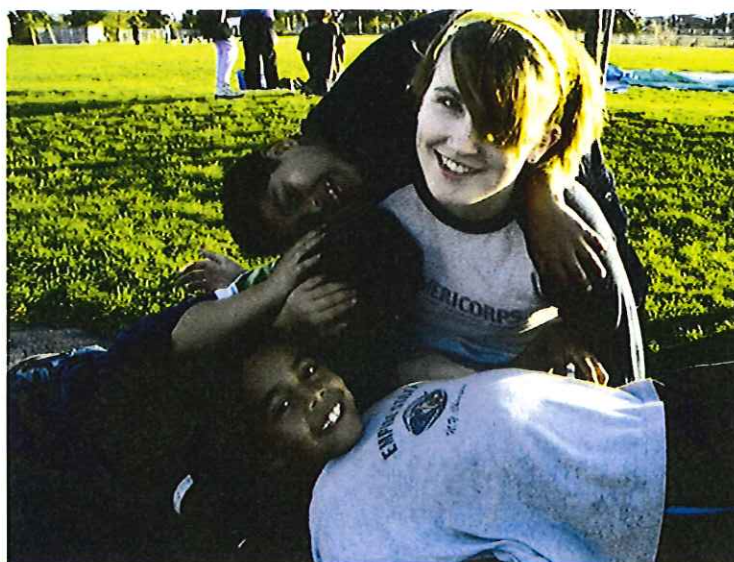
Carlsbad Police Department

Date

Mayor – Carlsbad, NM

Date

DISCUSSION



AMERICORPS LISTENING SESSION

MAY 24th, 2018

4:00 pm to 6:00 pm

City of Hobbs Annex Building

200 E. Broadway

3rd Floor, Room A302-304

Hobbs, NM 88240

The New Mexico Commission for Community Volunteerism (NMCCV) invites non-profits, local elected officials and interested community members to a "listening session" on May 24th, 4 PM at the Annex Building, Room A 302-304.

During this listening session, we want to hear about the needs and challenges facing Hobbs and Lea County residents, and how AmeriCorps can work for you, your agency and your communities. We're particularly interested in how to address the opioid addiction issue and childhood wellness.

To RSVP or for more information, please contact NMCCV Executive Director Sam Sokolove, at Samuel.sokolove@state.nm.us or phone (505) 841-8474, or Carl Colonius (575) 770-8940



ACTION ITEMS



CITY OF HOBBS

COMMISSION STAFF SUMMARY FORM

MEETING DATE: May 21, 2018

SUBJECT: Resolution adopting budgetary adjustment #5 for the Fiscal Year 2017-2018
DEPT. OF ORIGIN: Finance Department
DATE SUBMITTED: May 15, 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 #5 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 \$831,002.61 and total revenues increase by \$136,470.00. Cash transfers between the General Fund and special revenue funds total \$471,957.17.

This budget adjustment also includes an total increase of 10 FTE for FY18 with the addition of 7 full time janitorial positions for CORE and the reclassification of the 6 CORE pool managers from a part time (6 @ 0.5 FTE) to full time (6 @ 1FTE). Also, for consideration is proposed increase of 5% for Police Officers for all positions up to Lieutenant.

The general fund reserve balance remains at 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. _____
Ordinance No. _____
Approved _____
Other _____

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

CITY OF HOBBS

RESOLUTION NO. 6664

BUDGETARY ADJUSTMENT #5

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 \$831,002.61, and increases to revenues in the amount of \$136,470.00; and

WHEREAS, cash transfers between the General Fund and Special Revenue Funds total \$471,957.17; and

WHEREAS, this budget adjustment also includes an increase in 10 FTE overall and a salary increase of 5% for Police Officers for all positions up to Lieutenant; and

WHEREAS, the General Fund reserve balance remains at 35%;

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 Department of Finance and Administration of the State of New Mexico and that a copy of this Resolution be forwarded to their office in Santa Fe, New Mexico, for approval.

PASSED, ADOPTED AND APPROVED this 21st day of May, 2018

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

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

35%

	Beginning Cash	Total Revenue	Interfund Transfer	Total Expenditures	Ending Cash
1 GENERAL	54,866,076.13	56,445,264.55	(5,428,637.84)	78,645,602.76	27,237,100.08
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)	78,745,602.76	27,563,292.55
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	184,300.00	541,859.56	172,145.13
15 COPS GRANT	999.80	561,061.78	468,662.40	867,673.98	163,050.00
16 RECREATION	12,596,406.29	23,392,810.61	1,089,787.33	37,004,004.23	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	2,470,151.32	3,302,561.32	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	541,470.00		1,249,800.00	86,587.39
29 EMER MEDICAL SERV	11.00	20,000.00		20,000.00	11.00
Special Revenue Subtotals	14,437,230.43	29,000,602.59	5,251,595.01	46,524,362.58	2,165,065.45
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
Capital 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	5,379,805.57	694,820.85
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 UTILITIY - WASTEWATER	7,836,251.47		(5,173,276.31)	2,527,129.76	135,845.40
65 JOINT UTILITIY 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)	45,382,608.47	3,303,412.73
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	130,391,419.87	471,957.17	188,681,338.87	49,006,876.44

136,470.00

831,002.61

Expense:

Fund	Org	Object	Project	Dept	DESCRIPTION	FY18 Revised			Comments	in	
						Budget	New Request	FY18 New Budget		munis?	je number
Redasses:											
1	010125	41126		Planning	Admin Leave	-	100.00	100.00	unbudgeted payroll expense	no	
1	010125	41101		Planning	Salaries	138,922.37	(100.00)	138,822.37	reclass for unbudgeted payroll expense	no	
1	010125	41101		Planning	Salaries	138,822.37	35,000.00	173,822.37	reclass from engineering to cover budget shortfall	no	
1	010410	41101		Engineering	Salaries	492,855.44	(35,000.00)	457,855.44	reclass to planning to cover budget shortfall	no	
1	010130	41128		Clerk	FSA Expense	-	20.00	20.00	unbudgeted payroll expense	no	
1	010130	41101		Clerk	Salaries	270,571.46	(20.00)	270,551.46	reclass for unbudgeted payroll expense	no	
1	010130	42601		Clerk	Postage & Freight	35,000.00	4,000.00	39,000.00	reclass from printing and prof svc	yes	2018/10/760
1	010130	42304		Clerk	Printing & Duplicating	11,900.00	(2,000.00)	9,900.00	reclass to postage	yes	2018/10/760
1	010130	42336		Clerk	Professional Services	5,000.00	(2,000.00)	3,000.00	reclass to postage	yes	2018/10/760
1	010145	41121		IT	PTO Payout	-	500.00	500.00	unbudgeted payroll expense	no	
1	010145	41101		IT	Salaries	413,075.52	(500.00)	412,575.52	reclass for unbudgeted payroll expense	no	
1	010160	41128		Court	FSA Expense	-	20.00	20.00	unbudgeted payroll expense	no	
1	010160	41101		Court	Salaries	232,060.61	(20.00)	232,040.61	reclass for unbudgeted payroll expense	no	
1	010161	41101		Judges	Salaries	63,063.00	(63,063.00)	-	move budget to correct org	no	
1	010161	41110		Judges	Workers Comp	168.07	(168.07)	-	move budget to correct org	no	
1	010161	41111		Judges	FICA	4,686.48	(4,686.48)	-	move budget to correct org	no	
1	010161	41112		Judges	PERA	8,300.90	(8,300.90)	-	move budget to correct org	no	
1	010161	41113		Judges	Insurance - Med/Dental	88.80	(88.80)	-	move budget to correct org	no	
1	010161	41114		Judges	Long-Term/Short-Term Dis	132.96	(132.96)	-	move budget to correct org	no	
1	010160	41101		Court	Salaries	232,060.61	63,063.00	295,123.61	move budget to correct org	no	
1	010160	41110		Court	Workers Comp	636.65	168.07	804.72	move budget to correct org	no	
1	010160	41111		Court	FICA	18,781.95	4,686.48	23,468.43	move budget to correct org	no	
1	010160	41112		Court	PERA	25,512.49	8,300.90	33,813.39	move budget to correct org	no	
1	010160	41113		Court	Insurance - Med/Dental	61,752.24	88.80	61,841.04	move budget to correct org	no	
1	010160	41114		Court	Long-Term/Short-Term Dis	504.48	132.96	637.44	move budget to correct org	no	
1	010170	41121		Personnel	PTO Payout	-	1,900.00	1,900.00	unbudgeted payroll expense	no	
1	010170	41123		Personnel	Comp Time Payout	-	10.00	10.00	unbudgeted payroll expense	no	
1	010170	41101		Personnel	Salaries	307,037.95	(1,910.00)	305,127.95	reclass for unbudgeted payroll expense	no	
1	010190	41109		MVD	PTO Buyout	-	1,200.00	1,200.00	unbudgeted payroll expense	no	
1	010190	41101		MVD	Salaries	328,028.27	(1,200.00)	326,828.27	reclass for unbudgeted payroll expense	no	
1	010203	41108		Police CID	Bonus/incentive Pay	-	5,000.00	5,000.00	unbudgeted payroll expense	no	
1	010203	41101		Police CID	Salaries	1,310,608.29	(5,000.00)	1,305,608.29	reclass for unbudgeted payroll expense	no	
1	010204	42361		PD Support	Academy/Recruiting	45,000.00	3,500.00	48,500.00	transfer to academy from accreditation line item	yes	2018/08/785
1	010204	42363		PD Support	Accredation	12,500.00	(3,500.00)	9,000.00	transfer to academy from accreditation line item	yes	2018/08/785
1	010207	43006		PD Eagle	Equip over \$5000	30,000.00	15,000.00	45,000.00	reclass for servers	yes	2018/09/545
1	010207	44901	00113	PD Eagle	Eagle IC	274,702.64	(15,000.00)	259,702.64	reclass for servers	yes	2018/09/545
1	010321	42201		Sports Fields	Utilities	55,000.00	40,000.00	95,000.00	increase to cover utility expense budgeted incorrectly	yes	2018/10/519
1	010330	42201		Recreation	Utilities	55,015.00	(40,000.00)	15,015.00	transfer to sports field utilities	yes	2018/10/519
1	010335	41109		Pools	PTO Buyout	-	1,425.00	1,425.00	unbudgeted payroll expense	no	
1	010335	41121		Pools	PTO Payout	-	675.00	675.00	unbudgeted payroll expense	no	
1	010335	41101		Pools	Salaries	462,902.22	(2,100.00)	460,802.22	reclass for unbudgeted payroll expense	no	
1	010343	41121		HAAC	PTO Payout	-	525.00	525.00	unbudgeted payroll expense	no	
1	010343	41101		HAAC	Salaries	210,653.66	(525.00)	210,128.66	reclass for unbudgeted payroll expense	no	
1	010343	42302		HAAC	Travel Meals & Schools	3,000.00	1,000.00	4,000.00	reclass from training to cover unbudgeted travel exp	yes	2018/11/168
1	010343	42613		HAAC	Training	1,000.00	(1,000.00)	-	reclass to travel for unbudgeted travel exp	yes	2018/11/168
1	010412	41128		Traffic	FSA Expense	-	20.00	20.00	unbudgeted payroll expense	no	
1	010412	41101		Traffic	Salaries	163,066.18	(20.00)	163,046.18	reclass for unbudgeted payroll expense	no	

BAR #5 Detail

1	010415	41128	Mapping	FSA Expense	-	20.00	20.00	unbudgeted payroll expense	no	
1	010415	41101	Mapping	Salaries	165,251.42	(20.00)	165,231.42	reclass for unbudgeted payroll expense	no	
1	010420	42402	Garage	Vehicle Mtc	240,000.00	15,000.00	255,000.00	reclass from tires and tubes, line item at 95% used	no	
1	010420	42406	Garage	Tires & Tubes	90,000.00	(15,000.00)	75,000.00	reclass to vehicle mtc	no	
1	010420	42307	Garage	Small Hand Tools	4,500.00	900.00	5,400.00	line item at 100% budget used	no	
1	010420	42215	Garage	Reconditioning of Pumps	200.00	(200.00)	-	reclass to Small Hand Tools	no	
1	010420	42329	Garage	Chassis Lubrication	700.00	(700.00)	-	reclass to Small Hand Tools	no	
1	010420	42201	Garage	Utilities	8,000.00	15,000.00	23,000.00	Utilities line item at 225% used - reclass to fix budgeting problem	no	
1	010420	42403	Garage	Machine Repair and Mtc	90,000.00	(15,000.00)	75,000.00	recalls to utilities to correct budgeting problem	no	
1	010421	41121	Building Mtc	PTO Payout	-	2,800.00	2,800.00	unbudgeted payroll expense	no	
1	010421	41101	Building Mtc	Salaries	271,989.12	(2,800.00)	269,189.12	reclass for unbudgeted payroll expense	no	
1	010422	41121	Code Enf.	PTO Payout	-	1,200.00	1,200.00	unbudgeted payroll expense	no	
1	010422	41101	Code Enf.	Salaries	233,238.88	(1,200.00)	232,038.88	reclass for unbudgeted payroll expense	no	
1	010423	41121	Streets	PTO Payout	-	22,000.00	22,000.00	unbudgeted payroll expense	no	
1	010423	41107	Streets	Auto Allowance	-	850.00	850.00	unbudgeted payroll expense	no	
1	010423	41101	Streets	Salaries	955,695.94	(22,850.00)	932,845.94	reclass for unbudgeted payroll expense	no	
1	010423	42302	Streets	Travel Meals & Schools	4,500.00	4,000.00	8,500.00	reclass due to non preventable accident	yes	2018/10/991
1	010423	42403	Streets	Machine Repair and Mtc	100,000.00	(4,000.00)	96,000.00	reclass due to non preventable accident	yes	2018/10/991
12	124012	42706	LEFP	Equipment under \$5000	27,000.00	1,000.00	28,000.00	reclass from training	yes	2018/10/870
12	124012	42353	LEPF	Training	60,000.00	(1,000.00)	59,000.00	reclass to equipment under \$5k	yes	2018/10/870
14	144014	41128	SAFER	FSA Expense	-	30.00	30.00	unbudgeted payroll expense	no	
14	144014	41110	SAFER	Workers Comp	6,000.00	2,000.00	8,000.00	reclass for workers comp - actual exceeded projection	no	
14	144014	41115	SAFER	Bilingual Pay	-	3,000.00	3,000.00	unbudgeted payroll expense	no	
14	144014	41101	SAFER	Salaries	264,710.86	(5,030.00)	259,680.86	reclass for unbudgeted payroll expense	no	
15	155015	41115	COPS Grant	Bilingual Pay	-	3,000.00	3,000.00	unbudgeted payroll expense	no	
15	154015	41121	COPS Grant	PTO Payout	-	3,027.28	3,027.28	unbudgeted payroll expense	no	
15	154015	41126	COPS Grant	Admin Leave	-	350.00	350.00	unbudgeted payroll expense	no	
15	155015	41101	COPS Grant	Salaries	228,636.99	(6,377.28)	222,259.71	reclass for unbudgeted payroll expense	no	
17	174017	41109	Older Americans	PTO Buyout	993.65	1,368.70	2,362.35	unbudgeted payroll expense	no	
17	174017	41109	00800 Older Americans	PTO Buyout	446.42	759.00	1,205.42	unbudgeted payroll expense	no	
17	174017	41109	00801 Older Americans	PTO Buyout	-	694.90	694.90	unbudgeted payroll expense	no	
17	174017	41128	Older Americans	FSA Expense	-	20.00	20.00	unbudgeted payroll expense	no	
17	174017	41101	Older Americans	Salaries	180,687.86	(2,842.60)	177,845.26	reclass for unbudgeted payroll expense	no	
17	174017	42302	Older Americans	Travel Meals & Schools	720.00	500.00	1,220.00	reclass for unexpected travel expense for training	yes	2018/11/75
17	174017	42324	Older Americans	Misc. and Emergency	5,000.00	(500.00)	4,500.00	reclass for unexpected travel expense for training	yes	2018/11/75
18	184316	41109	Golf Clubhouse	PTO Buyout	-	2,900.00	2,900.00	unbudgeted payroll expense	no	
18	184316	41101	Golf Clubhouse	Salaries	259,227.07	(2,900.00)	256,327.07	reclass for unbudgeted payroll expense	no	
18	184316	42301	Golf Clubhouse	Supplies - Office	4,500.00	3,500.00	8,000.00	reclass from golf course supplies - PO encumbrance in wrong acct	yes	2018/09/234
18	184316	42340	Golf Clubhouse	Supplies - Golf Course	13,850.00	(3,500.00)	10,350.00	reclass from supplies - PO encumbrance in wrong acct	yes	2018/09/234
18	184316	42706	Golf Clubhouse	Equipment under \$5000	101,280.05	(20,000.00)	81,280.05	reclass to hard goods due to increase sales	yes	2018/10/924
18	184316	42810	Golf Clubhouse	Hard Goods	175,000.00	20,000.00	195,000.00	reclass from Equipment under due to increased sales	yes	018/10/924
19	194019	41106	Cemetery	Longevity Pay	-	900.00	900.00	unbudgeted payroll expense	no	
19	194019	41109	Cemetery	PTO Payout	-	1,000.00	1,000.00	unbudgeted payroll expense	no	
19	194019	41128	Cemetery	FSA Expense	-	30.00	30.00	unbudgeted payroll expense	no	
19	194019	41101	Cemetery	Salaries	114,800.00	(1,930.00)	112,870.00	reclass for unbudgeted payroll expense	no	
27	274027	41109	Public Trans	PTO Payout	-	130.00	130.00	unbudgeted payroll expense	no	
27	274027	41126	Public Trans	Admin Leave	-	1,050.00	1,050.00	unbudgeted payroll expense	no	
27	274027	41128	Public Trans	FSA Expense	-	20.00	20.00	unbudgeted payroll expense	no	
27	274027	41101	Public Trans	Salaries	352,986.11	(1,200.00)	351,786.11	reclass for unbudgeted payroll expense	no	

BAR #5 Detail

28	284028	42353	FPF	Training	12,500.00	20,000.00	32,500.00	reclass from Computer Software over \$5K for training	yes	2018/11/143	
28	284028	43002	FPF	Computer Software over \$5k	40,000.00	(20,000.00)	20,000.00	reclass from Computer Software over \$5K for training	yes	2018/11/143	
60	604620	41108	Water Prod.	Bonus/Incentive Pay	-	1,550.00	1,550.00	unbudgeted payroll expense	no		
60	604620	41101	Water Prod.	Salaries	243,868.98	(1,550.00)	242,318.98	reclass for unbudgeted payroll expense	no		
60	604685	41109	SCADA	PTO Payout	-	1,500.00	1,500.00	unbudgeted payroll expense	no		
60	604685	41101	SCADA	Salaries	150,591.17	(1,500.00)	149,091.17	reclass for unbudgeted payroll expense	no		
					<u>(0.00)</u>						

New Money:											
Fund	Org	Object	Project	Dept	DESCRIPTION	FY18 Revised			Comments	in munis?	je number
						Budget	New Request	FY18 New Budget			
1	010160	42643		Court	Credit Card Fee Expense	4,200.00	1,300.00	5,500.00	increase in credit card use at Municipal Court	no	
1	010190	42643		MVD	Credit Card Fee Expense	1,750.00	500.00	2,250.00	increase in credit card use at MVD	no	
1	010421	41101		Building Mtc	Salaries	271,989.12	5,210.00	277,199.12	Increase in salary for electricians to bring annual salary in line with current market.	no	
1	010421	41111		Building Mtc	FICA	25,354.67	391.68	25,746.35	FICA to increase of salary for electricians to bring annual salary in line with current market.	no	
1	010421	41112		Building Mtc	PERA	38,099.65	693.76	38,793.41	PERA to increase of salary for electricians to bring annual salary in line with current market.	no	
1 Total							8,095.44				
14	144014	41101		SAFER	Salaries	264,710.86	22,800.00	287,510.86	94% of salary spent after 23 payperiods - need to fund remaining 3 payrolls for the fiscal year.	no	
14	144014	41113		SAFER	Insurance - Medical/Dental	70,330.85	11,500.00	81,830.85	97% of Insurance spent - need to fund remaining 3 payrolls	no	
14 Total							34,300.00				
15	154015	41101		COPS Grant	Salaries	228,636.99	31,200.00	259,836.99	97% of salary spent after 23 payperiods - need to fund remaining 3 payrolls for the fiscal year.	no	
15	154015	41102		COPS Grant	Overtime	40,000.00	20,000.00	60,000.00	122% of overtime spent after 23 payperiods - need to fund remaining 3 payrolls for the fiscal year	no	
15	154015	41111		COPS Grant	FICA	20,550.73	2,250.00	22,800.73	99.5% of FICA spent after 23 payperiods - need to fund remaining 3 payrolls for the fiscal year	no	
15	154015	41113		COPS Grant	Insurance - Medical/Dental	31,194.54	24,500.00	55,694.54	153% of Insurance spent - need to fund remaining 3 payrolls	no	
15 Total							77,950.00				
16	164016	41101		CORE	Salaries	519,833.10	11,520.00	531,353.10	salary to increase FTE for Pool Managers from 3FTE (6 positions at 0.5 FTE) to 6 FTE (6 positions at 1FTE)	no	
16	164016	41111		CORE	FICA	45,350.69	881.28	46,231.97	FICA to increase FTE for Pool Managers from 3FTE (6 positions at 0.5 FTE) to 6 FTE (6 positions at 1FTE)	no	
16	164016	41112		CORE	PERA	69,696.59	1,560.96	71,257.55	PERA to increase FTE for Pool Managers from 3FTE (6 positions at 0.5 FTE) to 6 FTE (6 positions at 1FTE)	no	
16	164016	41101		CORE	Salaries	531,353.10	19,344.00	550,697.10	salary for the addition of 7 FTE for CORE Janitorial staff	no	
16	164016	41111		CORE	FICA	46,231.97	1,479.82	47,711.79	FICA for the addition of 7 FTE for CORE Janitorial staff	no	
16	164016	41112		CORE	PERA	71,257.55	2,621.11	73,878.66	PERA for the addition of 7 FTE for CORE Janitorial staff	no	
16	164016	42601		CORE	Professional Services	77,000.00	100,000.00	177,000.00	contracts for specialized class instructors with not to exceed amounts - variable costs depending on number of participants	no	
16	164016	42643		CORE	Credit Card Fee Expense		250.00	250.00	unbudgeted credit card fees for CORE	no	
16 Total							137,657.17				
18	184316	43013		Golf Clubhouse	Building Improvements	15,808.25	60,000.00	75,808.25	Emergency repairs on HVAC for Pro Shop	no	
18 Total							60,000.00				
28	284028	43003		FPF	Vehicle Replacement	275,000.00	500,000.00	775,000.00	to encumber replacement Class A pumper due to mechanical difficulties	no	
28 Total							500,000.00				
60	604630	42205		Water Office	Bank Charges	60,000.00	13,000.00	73,000.00	increase in credit card use at Water Office	no	
60 Total							13,000.00				
Grand Total							831,002.61				

Revenue:

Fund	Org	Object	Project	Dept	DESCRIPTION	FY18 Revised Budget	New Request	FY18 New Budget	Comments	in munis?	je number
28	284028	30707		FPF	State Allotment	(385,000.00)	<u>(136,470.00)</u>	(521,470.00)	received more funds from Fire Protection Fund than originally budgeted	no	
							<u>(136,470.00)</u>				

Transfers:

Transfers between funds		
from General Fund (1)		(34,300.00)
to SAFER Fund (14)		34,300.00
from General Fund (1)		(240,000.00)
to COPS Fund (15)		240,000.00
from General Fund (1)		(137,657.17)
to CORE Fund (16)		137,657.17
from General Fund (1)		(60,000.00)
to Golf Fund (18)		60,000.00



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: May 21, 2018

SUBJECT: Consideration of Preliminary FY 2019 Budget
DEPT. OF ORIGIN: Finance
DATE SUBMITTED: May 15, 2018
SUBMITTED BY: Deborah Corral, Assistant Finance Director

Summary:

Pursuant to applicable state law the preliminary budget must be approved and submitted to the Local Government Division of the NMDFA by June 1st. This proposed preliminary budget includes \$58,152,621.01 in proposed General Fund expenditures and \$104,914,262.57 in proposed expenditures for all funds. Revenues in the General Fund are projected at \$54,183,781.15 and total revenue projections for all funds are set at \$96,279,284.62. Current projected general fund cash reserve is set at 31% with a preliminary ending cash balance for all funds of \$40,594,473.93

Fiscal Impact:

Reviewed By: _____


Finance Department


Annual budgeting process has more fiscal impact than any other city policy issue.

Attachments:

Resolution and Support Material

Legal Review:

Approved As To Form: _____


City Attorney

Motion to approve the resolution

Recommendation:

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. 6665

2018-2019 PRELIMINARY BUDGET CONSIDERATION

(107th FISCAL YEAR)

WHEREAS, the Governing Body of the Municipality of Hobbs, State of New Mexico has developed a preliminary budget for fiscal year 2018 - 2019; and

WHEREAS, said preliminary budget was developed on the basis of need and through cooperation with all user departments, elected officials and other department supervisors; and

WHEREAS, the official meetings for the review of said documents were duly advertised and held on April 10, 2018 and May 21, 2018, in compliance with the State Open Meetings Act; and

WHEREAS, it is the majority opinion of this Commission that the proposed preliminary budget meets the requirements as currently determined for fiscal year 2018 -2019.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Governing Body of the Municipality of Hobbs, State of New Mexico, hereby adopts the preliminary budget herein above described and respectfully requests approval from the Local Government Division of the Department of Finance and Administration.

PASSED, ADOPTED, APPROVED AND RESOLVED in session this 21st day
of May, 2018.

MUNICIPAL GOVERNING BODY OF
HOBBS, NEW MEXICO

SAM D. COBB, Mayor

MARSHALL R. NEWMAN, Commissioner

CHRISTOPHER R. MILLS, Commissioner

PATRICIA A. TAYLOR, Commissioner

JOSEPH D. CALDERSON, Commissioner

DWAYNE PENICK, Commissioner

DON R. GERTH, Commissioner

ATTEST:

JAN FLETCHER, City Clerk

**City of Hobbs Preliminary Budget
FY19 Fund Summary**

	Beginning Cash (FY18 BAR #4)	Total Revenue	Interfund Transfer	Total Expenditures	Ending Cash
1 GENERAL	27,245,195.52	54,183,781.15	(5,079,463.42)	58,152,621.01	18,196,892.24
2 LAND ACQUISITION	326,192.47	100,000.00		100,000.00	326,192.47
General Fund Subtotal	27,571,387.99	54,283,781.15	(5,079,463.42)	58,252,621.01	18,523,084.71
11 LOCAL GOV CORR	476,540.01	280,000.00		755,540.01	1,000.00
12 POLICE PROTECTION	87,000.00	79,800.00		79,800.00	87,000.00
13 P D N (parif, drug, narcotics)	1,918.75	-		-	1,918.75
14 SAFER Grant	172,145.13	253,705.31	94,893.21	519,743.65	1,000.00
15 COPS GRANT	1,000.00	467,852.94	510,095.01	977,947.95	1,000.00
16 RECREATION (CORE)	75,000.00	1,899,261.78	1,832,280.49	3,731,542.27	75,000.00
17 OLDER AMERICAN	1,000.00	211,108.00	734,561.89	945,669.89	1,000.00
18 GOLF	1,000.00	954,700.00	2,127,696.58	3,082,396.58	1,000.00
19 CEMETERY	1,000.00	159,200.00	460,193.51	619,393.51	1,000.00
20 AIRPORT	297,192.22	41,000.00		110,716.20	227,476.02
23 LODGERS' TAX	801,620.95	1,320,000.12		850,000.00	1,271,621.07
27 PUBLIC TRANSPORTATION	1,000.00	684,925.60	319,742.73	1,004,668.33	1,000.00
28 FIRE PROTECTION	450,117.39	405,000.00		487,800.00	367,317.39
29 EMER MEDICAL SERV	11.00	20,000.00		20,000.00	11.00
Special Revenue Subtotals	2,366,545.45	6,776,553.75	6,079,463.42	13,185,218.39	2,037,344.23
37 COMM DEVE CONST	-	-		-	-
46 BEAUTIFICATION IMPROVEMENT	1,135,994.36	-		-	1,135,994.36
48 STREET IMPROVEMENTS	717,601.06	965,000.00		1,260,000.00	422,601.06
49 CITY COMM. IMPROVEMENTS	249,735.45	2,240,000.04	(1,206,326.74)	-	1,283,408.75
Capitla Project Subtotals	2,103,330.87	3,205,000.04	(1,206,326.74)	1,260,000.00	2,842,004.17
51 UTILITY BOND	-	-	307,004.58	307,004.58	-
53 WASTEWATER BOND	1,989,842.96	-	2,105,209.23	2,105,209.23	1,989,842.96
Debt Service Subtotals	1,989,842.96	-	2,412,213.81	2,412,213.81	1,989,842.96
10 SOLID WASTE	1,430,212.69	6,500,000.00		6,500,000.04	1,430,212.65
44 JOINT UTILITY EXTENSIONS CAPITAL PI	44,673.26	-	206,326.74	250,000.00	1,000.00
60 JOINT UTILITY	707,820.85	-	4,698,538.52	5,406,359.37	-
61 JOINT UTILITY CONST	-	-	1,650,000.00	1,650,000.00	-
62 WASTE WATER PLANT CONST	-	-	300,000.00	300,000.00	-
63 JOINT UTILTIY - WASTEWATER	135,845.40	-	2,196,304.95	2,332,150.35	-
65 JOINT UTILTIY INCOME - WASTEWATE	60,000.00	6,485,000.08	(5,577,057.28)	-	967,942.80
66 JOINT UTILITY INCOME	-	5,680,000.00	(5,680,000.00)	-	-
68 METER DEPOSIT RES	887,837.94	425,000.04		425,000.00	887,837.98
69 INTERNAL SUPPLY	50,022.59	300,000.00		300,000.00	50,022.59
Utility Subtotals	3,316,412.73	19,390,000.12	(2,205,887.07)	17,163,509.76	3,337,016.02
64 MEDICAL INSURANCE	1,300,527.57	6,323,720.88		6,323,720.88	1,300,527.57
67 WORKERS COMP TRUST	1,019,860.80	685,064.36		685,064.40	1,019,860.76
Internal Service Subtotal	2,320,388.37	7,008,785.24	-	7,008,785.28	2,320,388.33
70 MOTOR VEHICLE	18,524.79	4,250,000.00		4,250,000.00	18,524.79
71 MUNI JUDGE BOND FUND	172,916.84	-		-	172,916.84
72 RETIREE HEALTH INSURANCE TRUST FI	9,000,000.00	1,237,414.32		1,237,414.32	9,000,000.00
73 CRIME LAB FUND	73,849.55	121,000.00		121,000.00	73,849.55
75 FORECLOSURE TRUST FUND	71.88	-		-	71.88
76 RECREATION TRUST	111,012.51	-		-	111,012.51
77 LIBRARY TRUST	5,717.69	1,000.00		2,000.00	4,717.69
78 SENIOR CITIZEN TRUST	8,465.26	2,000.00		10,000.00	465.26
79 PRAIRIE HAVEN MEM	5,618.42	150.00		-	5,768.42
80 COMMUNITY PARK TRUST	1,492.72	100.00		-	1,592.72
82 EVIDENCE TRUST FUND	136,381.81	1,000.00		-	137,381.81
83 HOBBS BEAUTIFUL	23,670.01	1,000.00		10,000.00	14,670.01
86 CITY AGENCY TRUST	3,822.03	1,500.00		1,500.00	3,822.03
Trust & Agency Subtotals	9,561,543.51	5,615,164.32	-	5,631,914.32	9,544,793.51
Grant Total All Funds	49,229,451.88	96,279,284.62	-	104,914,262.57	40,594,473.93

31%



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: May 21, 2018

SUBJECT: Fiscal Year 2018/19 Multiple Services Agreement with the Lea County Board of County Commissioners.

DEPT. OF ORIGIN: Legal Department
DATE SUBMITTED: May 16, 2018
SUBMITTED BY: Michael H. Stone, City Attorney

Summary:

The City and the County have a Multiple Services Agreement whereby the County compensates the City for the needed services the City provides to County residents. The agreement includes services for: Fire, EMS, Library, Senior Center and any other services made available by City to County. The proposed agreement also includes services for addressing, permitting, inspecting and certifying for occupancy any new structures proposed to be constructed within the Extra Territorial Jurisdiction and animal services at the Hobbs Animal Adoption Center.

Fiscal Impact:


Revenue in the amount of \$625,000.00 is budgeted in FY18/19, and the expenses are incorporated into the budgets of the City Departments providing the services.

Reviewed By: 
Finance Department

Attachments:

- Resolution
- Annual Multiple Services Agreement

Legal Review:

Approved As To Form: 
City Attorney

Recommendation: The Commission should approve the 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. 6666

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A
JOINT SERVICES AGREEMENT WITH THE
LEA COUNTY BOARD OF COUNTY OF COMMISSIONERS

WHEREAS, as a practical matter it is necessary and desirable for the City of Hobbs to provide certain services and facilities for Lea County residents who are not residents of Hobbs; and

WHEREAS, the Lea County Board of County Commissioners, having recognized the need for said provision of services and facilities, has allocated certain funds for fire protection, ambulance services, public library services, senior citizen services, addressing, permitting and certifying new structures proposed to be constructed within the Extra Territorial Jurisdiction and animal services at the Hobbs Animal Adoption Center; and

WHEREAS, the City of Hobbs and the Lea County Board of County Commissioners have reached an agreement concerning the services and facilities to be provided and the consideration to be paid therefor.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the Mayor be and hereby is authorized and directed to take all necessary and appropriate action to effectuate this resolution and specifically to execute, on behalf of the City of Hobbs, New Mexico, a Joint Services Agreement for the 2018-2019 fiscal year with the Lea County Board of County Commissioners for fire protection, ambulance services, public library services, senior citizen services, addressing, permitting and certifying new structures proposed to be constructed within the Extra Territorial Jurisdiction and animal services at the Hobbs

Animal Adoption Center, a copy of which agreement is attached hereto and incorporated herein by reference.

PASSED, ADOPTED AND APPROVED this 21st day of May, 2018.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

CONTRACT # _____
Effective Date: _____

LEA COUNTY CONTRACT FOR GOODS AND SERVICES

This Contract is entered into between Lea County, hereinafter referred to as the "County," and "Contractor" described below, collectively the "Parties", to provide services on behalf of Lea County.

Contractor Legal Name: City of Hobbs

Services Summary Description: Joint Services (Fire, Ambulance)

Initial Period of Performance shall be through: June 30, 2019

Total Annual Charges to this contract may not exceed: \$625,000

This Contract complies with New Mexico and County procurement requirements as follows:

- RFP # _____, BOCC approval date _____
- Bid # _____,
- "Qualified" Professional Service, \$60,000 or less annually. Qualifications attached.
- Three Written Quotes \$60,000 or less annually
- Other: Multiple Services Contract

No services shall be rendered nor shall any goods be provided until this contract has been executed by all parties, regardless of the indicated effective date.

NOTICES: All correspondence regarding this contract shall be sent to:

Lea County Government	Contractor: City of Hobbs
Department: Finance	ATTN: Mr. Manny Gomez
ATTN: Sherry Ann Baggoo	Title: Acting City Manager
Street: 100 N. Main, Ste 11	Street: 200 E. Broadway
City, State, Zip: Lovington, NM 88260	City, State, Zip: Hobbs, NM 88240
Phone: 575-396-8521	Phone: (575) 397-9206
Fax: 575-396-5684	Fax: (575) 397-9334
Cell: -----	Cell:
Email: sbaggoo@leacounty.net	Email: mgomez@hobbsnm.org

ARTICLE 1 - SERVICES AND/OR GOODS TO BE PROVIDED: For RFP or Professional Services contracts, the Contractor shall provide services to the County on matters relating to the contractor's specialized areas of expertise as defined in this Contract and its referenced or incorporated Attachments. Negotiated fees are fixed for the first year. Price adjustments thereafter are subject to review and written determination on an individual contract basis.

All Contractors shall secure and remain current on all insurances, licenses, permits, certificates, fees, etc., required for the performance of this contract.

ARTICLE 2 - CONTRACT DOCUMENTS: The Contract shall be comprised of this contract document, its Attachments and all documents referenced herein. As applicable, the Contract shall also include all Proposal or Bid documents, including the Contractor's responses, Reference Specifications, Special Conditions, Technical Specifications, Standard Details, any addenda thereto, and all negotiation records, all of which are incorporated herein and made a part of the Contract.

In instances where there exists a conflict between any of the Contract documents described above, this Contract plus attachments hereto, negotiation records, the County's solicitation documents, and the Contractor's response to the solicitation, in that order, shall control the interpretation of the parties' respective rights and obligations.

ARTICLE 3 - PERIOD OF PERFORMANCE: The period of performance of this Contract Shall commence on July 1, 2018 and continue through June 30, 2019. This contract is effective from the date it is executed by the county after first being executed by the City of Hobbs. Unless terminated by written notice by either party 30 days before the end of any one -year term, this agreement will be automatically renewed in one -year increments until June 30, 2023.

ARTICLE 4 - COST AND PAYMENT: The Contractor shall be paid for services rendered satisfactorily per the negotiated fee(s) and payment schedules incorporated hereto in applicable attachments, including Attachments A and B. All payments will be in arrears. Payment shall be made per request upon receipt of a detailed invoice that shall include description of work completed or goods delivered pursuant to the deliverable(s) agreements and measures of attainment of this contract for the period covered by the invoice. The invoice submitted shall be delivered to the Department contact specified in "Notices" above.

ARTICLE 5 - AMENDMENTS: This Contract shall not be altered, changed, or amended except by written instrument signed by both parties.

ARTICLE 6 - ASSIGNMENT: The Contractor shall not assign nor delegate specific duties as part of this Contract nor transfer any interest nor assign any claims for money due or to become due under this Contract without the written consent of the County.

ARTICLE 7 - BINDING EFFECT OF CONTRACT: Both Parties agree that the terms of this Contract and any extension or renewal thereof shall extend to and be binding upon the administrators, assigns, successors, and transferees of the contracting parties.

ARTICLE 8 - COMPLIANCE WITH GOVERNING LAW: This Contract shall be construed in agreement with New Mexico law. The Contractor shall keep fully informed of and shall also comply with all applicable federal, state, and local laws, ordinances, and regulations and all orders and decrees of bodies or tribunals having any jurisdiction or authority, which in any manner affect those engaged or employed, or the work, or which in any way affect the conduct of the work. By way of illustration, but not of limitation, the Contractor shall comply with laws relating to employment eligibility including: the Immigration Reform and Control Act of 1986 (Public Law 99-603) and the Immigration Act of 1990 (Public Law 101-649) regarding employment verification and retention of verification forms for any individual(s) hired on or after November 6, 1986, that will perform any labor or services under this Contract. The Contractor shall comply with all federal statutes relating to non-discrimination including, but not limited to: Title VII of the Civil Rights Act of 1964 (Public Law 88-352), which prohibits discrimination on the basis of race, color, or national origin; Title IX of the Education Amendments of 1972, as amended [20 U.S.C.A. Section 504 of the Rehabilitation Act of 1973 (Public Law 93-112)], which prohibits discrimination on the basis of handicap; the Age Discrimination in Employment Act of 1967 (Public Law 90-

202), as amended; the Americans with Disabilities Act of 1990 (Public Law 101-336); and all amendments to each, and all requirements imposed by the regulations issued pursuant to these acts, especially 45 CFR Part 80 (relating to race, color, and national origin), 45 CFR Part 84 (relating to handicap), 45 CFR Part 86 (relating to sex), and 45 CFR Part 91 (relating to age).

ARTICLE 9 - CONFIDENTIAL INFORMATION: Any confidential information, not subject to disclosure under the Inspection of Public Records Act, given to or developed by the Contractor, its officers, directors, employees, agents, or sub-consultants in the performance of this Contract will be kept confidential and will not be made available to any individual, organization, or other entity by the Contractor without prior written approval of the County.

ARTICLE 10 - CONFLICT OF INTEREST: The Contractor warrants that it presently has no interest and shall not acquire any interest during the term of this Contract which would have the potential to conflict with the performance of the services required under this Contract. In the event such a conflict arises, it shall immediately be brought to the attention of the County and appropriate action acceptable to the County shall be taken. The Contractor's failure to inform the County of the existence of a potential conflict of interest constitutes default and shall be grounds for immediate termination of Contract by the County.

ARTICLE 11 - CONFLICTS OF LAW: If any provision of this contract conflicts with governing federal or state law or County ordinances, then that law or ordinance shall supersede the conflicting provision of this contract.

ARTICLE 12 - HIPAA COMPLIANCE: As applicable, the parties agree to comply with the provision of the Health Insurance Portability and Accountability Act of 1996, and related regulations, as amended ("HIPAA") in the event the Contractor receives patient records or information (Protected Health Information as defined by HIPAA).

~~ARTICLE 13 - INDEMNIFICATION AND HOLD HARMLESS AGREEMENT:~~

~~**Non-Governmental Entity** The Contractor shall hold harmless, indemnify and defend the County and its "public employees" as defined in the New Mexico Tort Claims Act, Sections 41-4-1 to 41-4-29, NMSA 1978, as amended, against and from any and all claims, losses, demands, judgments, damages, liabilities, lawsuits, expenses, attorneys' fees, costs or actions of any kind resulting from or related to the Contractor's intentional acts, errors or omissions in the Contractor's performance under this contract. The Contractor's agreement to hold harmless, term or any renewal or any other modification of the Contract for any reason and shall survive the cancellation, expiration of the term or any renewal or any other modification of this contract, acts, errors or omissions to act occurring during the term of this contract.~~

Governmental Entity: Neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this Contract. Any liability incurred in connection with this Contract is subject to the immunities and limitations of the New Mexico Tort Claims Act, NMSA, 1978 § 41-4-1 et. seq. and its amendments, where applicable.

ARTICLE 14 - INDEPENDENT CONTRACTOR: Nothing in this Contract is intended or should be construed in any way to create or establish a partnership relationship between the Parties or to establish the Contractor as an agent, representative, or employee of the County for any purpose or any manner whatsoever. Contractor and its employees shall not accrue leave, retirement, insurance, or any other benefits afforded to employees of the County. Contractor is an independent contractor of the County. The Contractor, its officers, directors, employees, servants, agents, or representatives are not and shall not be deemed employees of the County and shall not bind the County in any respect.

~~ARTICLE 15 – INSURANCE: For the duration of the contract and until all work specified in the contract is completed, the Contractor shall maintain in effect current Certificates of all insurance as required below and comply with all limits, terms and conditions stipulated therein. The County shall be named as an additional insured as stipulated. Contractor’s who are required to provide Certificate(s) of Insurance, must provide a new current Certificate(s) no less than annually. As applicable, work under this contract shall not commence until evidence of all required insurance is provided to the respective County Department for inclusion with this Contract. All insurance shall be written to conform to the requirements stipulated. Evidence of such insurance shall consist of a completed certificate of insurance, signed by the insurance agent for the Contractor and returned to the County attesting that all required insurance is in effect. If for any reason any material change occurs in the coverage during the course of the contract such change will not become effective until 30 days after the County has received written notice of such change.~~

~~**Required Insurance:** As specified in the RFP, BID documents or Attachment A.~~

~~ARTICLE 16 – KEY PERSONNEL: The Contractor shall identify all key personnel assigned to the performance of this Contract in Section II, Attachment II of this Contract.~~

ARTICLE 17 - MEDIATION: In the event that a dispute arises with respect to any of the provisions contained in this Contract or any other matter affecting this contractual relationship between the County and the Contractor, the Parties agree that prior to filing any court action to enforce the Contract or rights under the Contract, they will use the services of a mediator. The mediator shall either be certified as a mediator or shall have experience as a mediator. The parties shall mutually agree upon the choice of mediator. In the event the Parties have not agreed to a mediator within three days of written notice to the other regarding the dispute, then a list of seven potential mediators will be obtained from the Court or other professional association, and the Parties shall use a striking process until a mediator is agreed upon. Each party shall be responsible for their respective mediation costs.

ARTICLE 18 - MERGER OF PRIOR CONTRACTS: This Contract incorporates all the conditions, contracts, agreements, and understandings of the Parties concerning the subject matter of this Contract. All such conditions, understandings, and agreements have been merged otherwise, shall be valid or enforceable unless embodied in this Contract, either explicitly or by reference.

ARTICLE 19 - NON-APPROPRIATION: The County’s obligation to make payment under the terms of this Contract is contingent upon its appropriation of sufficient funds to make those payments and the NM Department of Finance’s (DFA) final approval of the County’s budget. If the County does not appropriate sufficient funds or DFA does not approve the County’s final budget, this Contract will terminate upon written notice of that effect to the Contractor. The County Board’s determination that sufficient funds have not been appropriated, through Board of County Commissioners or DFA action, is firm, binding, and not subject to review.

ARTICLE 20 - NOTICE TO PROCEED OR COMMENCEMENT OF WORK: It is expressly understood that this Contract is not binding upon the County until approved and signed by the County and, further, that the Contractor shall not proceed with its obligations until the Contract has been signed by all Parties.

ARTICLE 21 - PARAGRAPH HEADINGS: Paragraph headings are for convenience and reference and are not intended to limit the scope of any provision of this Contract.

ARTICLE 22 - PERSONAL LIABILITY: No elected or appointed official, employee, servant, agent, or law enforcement officer of the County shall be held personally liable under this Contract or any extension or renewal thereof because of its enforcement or attempted enforcement, provided they are acting within the course and scope of their employment or governmental duty and

responsibility.

ARTICLE 23 - PROCUREMENT CODE: The Procurement Code, § 13-1-25 through § 13-1-199, NMSA 1978 as amended, imposes civil and criminal penalties for its violation. In addition, New Mexico Criminal Statutes impose felony penalties for illegal bribes, gratuities and kickbacks. Pursuant to the above, it is unlawful for any Contractor to engage in bribery, offering gratuities with the intent to solicit business, or offering or accepting kickbacks of any kind. All other similar act(s) of bribes, gratuities, and/or kickbacks are likewise prohibited.

ARTICLE 24 - PROPRIETARY INFORMATION : All documents, writings, electronic formats, drawings, designs, specifications, notes, project manuals, or related documents and other work developed in the performance of this Contract by the Contractor shall become the sole property of the County whether the activity for which they are developed is implemented or not. The Contractor shall provide the County with a complete set of all such proprietary information as requested by the County, but no later than the effective termination date of the contract. Contractor is strictly prohibited from reproducing, duplicating or printing any such proprietary information in any format for personal or monetary recognition, use or gain without the advance written permission of the County.

ARTICLE 25 - RECORD KEEPING AND AUDITS: The Contractor shall compile, maintain, and make available for inspection all records relating to the services to be provided under this Contract. These records shall be subject to inspection by the County or designated auditor. The County shall have the right to audit billings both before and after payment; payment under this Contract shall not foreclose the right of the County to be reimbursed any excessive or illegal payment amounts made to the Contractor during the term of this Contract. Pursuant to State of New Mexico General Records Retention requirements, Contractor will retain all original, source and supporting documents and records related to this contract for a minimum of six (6) years after the ending date of this contract.

ARTICLE 26 - RELEASE: The Contractor, upon final payment of amounts due under this Contract for work completed and accepted by the County, releases the County, its officers and employees from all liabilities, claims, and obligations whatsoever arising from or under this Contract. The Contractor agrees not to bind the County to any obligation not assumed in this Contract by the County, unless the Contractor has express written authority from the County Manager to do so, and then only within the limits of the expressed written authority.

ARTICLE 27 - SEVERABILITY: If any clause or provision of the Contract is held to be illegal, invalid, or unenforceable by a court of competent jurisdiction, then it is the intention of the parties hereto that the remainder of the Contract shall remain in full force and effect. However, in the event that either Party can no longer reasonably perform pursuant to the remaining Contract terms, or if the purpose of the Contract can no longer be carried out by either Party, the Contract may be voided and no damages shall accrue to either party.

ARTICLE 28 - SOVEREIGN IMMUNITY:

Non-Governmental Entity: By entering into this Contract, the County and its "public employees" as defined in the New Mexico Tort Claims Act, NMSA 1978, Sections 41-4-1 through 41-4-29, as amended, do not waive sovereign immunity, do not waive any defense, and do not waive any limitations of liability pursuant to law. No provision in this Contract modifies or waives any provision of the New Mexico Tort Claims Act, *supra*.

ARTICLE 29 - SUBCONTRACTING: This Contract is based on the personal skills and reliability of the Contractor as known by the County at the time of execution of this Contract. The Contractor shall not subcontract out any portion of the services to be performed under this Contract without the prior written approval of the County Manager and inclusion of that written

approval in the official Contract File in the County Purchasing Department. The written approval shall minimally include disclosure of the name of the individual(s) to be contracted, a statement of the individual(s) qualifications and a justification of the request to subcontract.

ARTICLE 30 - TERMINATION: The County may terminate this contract for convenience, in whole or in part, by providing written notice to the Contractor thirty (30) days prior to termination. In the event of contract termination, the Contractor shall be paid for work completed to the date of termination. In no event shall the dollar amount to be paid upon termination exceed a total of the maximum contracted amount and any additional amount provided for by amendment(s).

- a. Where a Party to this Contract has committed a major breach that is capable of remedy, the Party who is not in breach may serve a written notice, with a fixed period in which to remedy the breach. The period given shall be determined at the sole discretion of the Party serving the notice but subject to a minimum period of two weeks.
- b. The County and Contractor shall have the right, such right being exercised at their absolute discretion, to terminate this Contract, in writing, if a major breach has been committed that can not be remedied. Further, the Parties may terminate this contract, in writing, if a breach has not been remedied to the reasonable satisfaction of the Party serving the notice of breach within the period specified in any such notice.

ARTICLE 31 - THIRD PARTY BENEFICIARY: It is agreed between the Parties executing this Contract that it is not intended by any of the provisions of this Contract to create on behalf of the public or any member thereof the status of third party beneficiary nor to authorize anyone not a party to the agreement to maintain a suit based upon this Contract.

ARTICLE 32 - WAIVER: Any waiver by the County of any breach of any covenant, term, condition, or agreement in this Contract to be kept and performed by Contractor shall not be deemed or considered as a continuing waiver and shall not operate to bar or prevent County from declaring a default for any succeeding breach either of the same covenant, term, condition, or agreement or another. All remedies afforded in this Contract shall be taken and construed as cumulative, that is, in addition to every other remedy provided herein or by law.

ARTICLE 33 - DUPLICATE ORIGINALS: This document shall be executed in no less than two (2) counterparts, each of which shall be deemed an original.

SIGNATURES:

IN WITNESS WHEREOF, the parties have caused this instrument to be executed by their duly authorized representatives.

LEA COUNTY:

_____ Agency

_____ County Manager

_____ Signature

_____ Print Name and Title

Date: _____

Date: _____

* * * * *

Contractor's NM Taxation and Revenue Department ID Number: _____

The following Attachments and Addenda have been reviewed and approved by the County Contract Officer or approved designee:

Document Name	Approved	Comments	Notes
Attachment A - Scope of Work			Required all Contracts
Attachment B – Cost per Unit Service			Required all Contracts
Attachment C – Contribution Disclosure			Required all Contracts
Attachment D – Related Party Disclosure			Required all Contracts
Attachment E – Debarment Certification			Required all Contracts
Attachment F - Non Collusion Affidavit			Required all Contracts
Attachment G – Insurance Certificates			By Attachment A Specifications
Attachment H – 1. Business License(s) 2. Professional Licenses 3. Staff Resumes			1. Required All Contracts 2. Required Licensed Professionals 3. Required all contracts
Attachment I – Procurement Method			Purchasing Dept. Determines
Attachment J - Other			Purchasing Dept. Determines

2018-2019

Attachment A - Scope of Work

City of Hobbs

1. The City shall, use its firefighting equipment and dispatch its fire department equipment to all areas within its Fire District and within any area it has agreed to provide such service from the City as the City Fire Chief may deem reasonably required; provided, however, that the first priority on such equipment is reserved for the City, and in case all equipment is devoted to use in fighting a fire or conflagration, the City will not be required to divorce such equipment from use until the emergency is spent. As part of its firefighting responsibilities, the City is authorized to perform on-sight inspections of property when requested by the property owner. These inspections are designed to prevent fires, a major element in fire protection.
2. The City shall make available ambulance services to all persons in the unincorporated areas of Lea County within its EMS District and within any area; it has agreed to provide such service a reasonable distance around the City.
3. The City shall make available to all persons living in the unincorporated areas of Lea County and around the City, the Public Library, provided that such persons comply with the rules and regulations that may be from time to time established by the City, which rules shall be non-discriminatory as to persons residing outside the city limits, but within Lea County.
4. The City shall make available to the senior citizens living in the unincorporated areas of Lea County and around the City, the Senior Center facilities and programs, subject to all applicable rules and regulations, which shall not discriminate against seniors residing outside of Lovington, but within Lea County.
5. Any other services made available by the City to County residents, which are or may be rendered during the 2018-2019 fiscal year.

Attachment B

COMPENSATION

Subject to the terms and conditions set forth below, the County and agrees to pay to the City, the total sum of \$625,000 for fire protection and ambulance services, public library services and senior citizen services to be rendered as set forth in the Scope of Services. This sum is meant to cover all services rendered by the City to unincorporated residents of the County.

PAYMENT

One-fourth (1/4) of the total contract amount will be paid to the City at the end of each quarter of the fiscal year upon presentation to County of a properly executed Lea County Claim Form attached as Exhibit A, with the exception of the 4th quarter which is due June 15, 2019. Claim forms received after June 15, 2019, will not be considered for reimbursement. These claims forms certify that the required services have been provided during such quarter. There shall be strict accountability for all funds subject to this agreement.

CLAIM FORM

TWO (2) WEEKS PRIOR TO THE END OF EACH QUARTER

(Except for last quarter ending June 30, 2019)

PLEASE PRINT THE FOLLOWING ON YOUR AGENCY LETTERHEAD

=====

I hereby certify that services for the following quarter have been performed / rendered as agreed according to our 2018-2019.. Multiple Services Agreement with Lea County:

- 1) Beginning July 1, 2018 & ending September 30, 2018
- 2) Beginning October 1, 2018 & ending December 31, 2018
- 3) Beginning January 1, 2019 & ending March 31, 2019
- 4) Beginning April 1, 2019 & ending June 30, 2019

(Name of Agency)

By: _____

Signature / Printed Name / Date



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: May 21, 2018

SUBJECT: ANNUAL PAVING AGREEMENT WORK ORDER TO RAMIREZ & SONS - RECONSTRUCTION OF DUNNAM/TURNER PARKING LOT

DEPT. OF ORIGIN: General Services
DATE SUBMITTED: 5-15-18
SUBMITTED BY: Shelia Baker, General Services Director

Summary:

A parking lot, located at the northwest corner of the Dunnam/Turner intersection, was deeded over to the City of Hobbs in 2015 from Mainstreet Hobbs, when Mainstreet Hobbs dissolved their organization. The parking lot was originally donated to Mainstreet Hobbs by Young's Investment Corporation ("Young"). The deed requires that the property continue as a "public parking plaza" and if it fails to do so, the property may revert back to Young. At the time that the property was deeded over, the City had the property inspected to determine necessary repairs. It was identified that the parking lot was in need of repair. The money has been budgeted for the work.

This project will consist of full depth reconstruction of the parking lot, including ADA ramps. The estimated cost for the project is \$180,756.44 (including NMGRT). The work is for this project will be performed under the Annual Concrete/Paving Agreement with Ramirez and Son's.

Fiscal Impact:

Reviewed By: [Signature] Finance Department

Cost Estimate: \$169,227.80
NMGRT: \$ 4,125.00
Total Estimated Cost: \$180,756.44
Budget Amount: \$275,000
Budget Number: 010421-44901-00233

Attachments: Estimated Cost / Location Map

Legal Review:

Approved As To Form: [Signature] City Attorney

Recommendation: Consideration and Approval of Ramirez Work Order for the Reconstruction of Dunnam/Turner Parking Lot

Approved For Submittal By:

[Signature] Shelia Baker
Department Director

[Signature]
City Manager

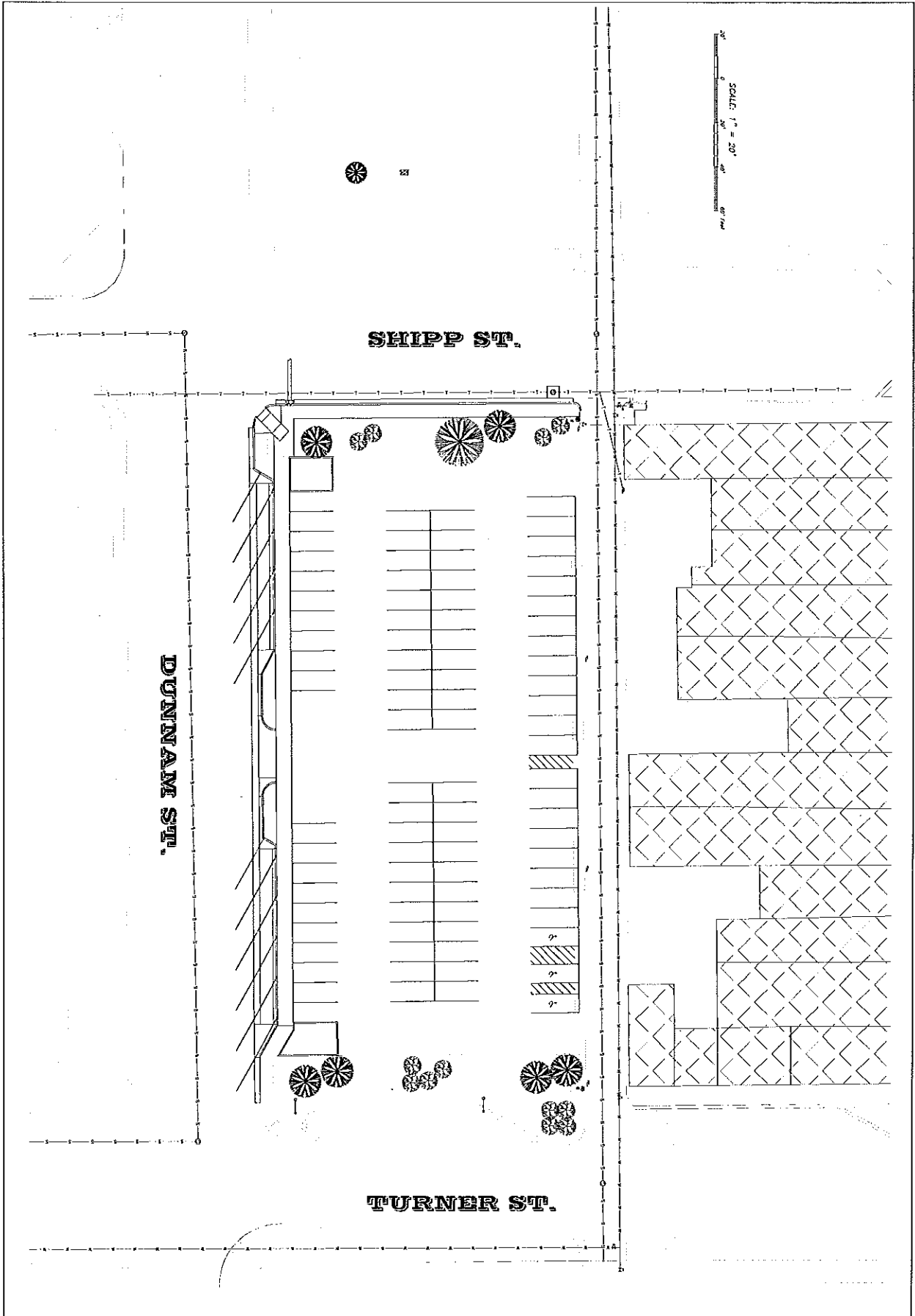
CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

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

ANNUAL PAVEMENT AND CONCRETE WORK AGREEMENT

ESTIMATED QUANTITIES - DUNNAM - TURNER PARKING LOT

ITEM NO.	DESCRIPTION	UNITS	EST. QTY.	PRICE	EST. TOTAL
203000	UNCLASSIFIED EXCAVATION (301 PLUS CY)	CY	2000.00	\$5.50	\$11,000.00
207003	SUBGRADE PREPARATION (1001 - 5000 SY)	SY	4210.00	\$1.15	\$4,841.50
209001	BLADING AND RESHAPING	SY	4210.00	\$0.50	\$2,105.00
423277	3" HMA COMPLETE (1001 - 5000)	SY	4320.00	\$15.14	\$65,404.80
601000	REMOVAL OF STRUCTURES AND OBSTRUCTIONS	LS	1.00	\$10,000.00	\$10,000.00
601111	REMOVAL OF SURFACING LESS THAN 0-3" THICKNESS(501 PLUS S.Y.)	SY	4210.00	\$1.10	\$4,631.00
601113	REMOVAL OF SURFACING 3" THICKNESS OR GREATER(0-500 SY)	SY	150.00	\$1.50	\$225.00
601120	REMOVAL OF CONCRETE CURB & GUTTER	SY	500.00	\$2.00	\$1,000.00
601122	REMOVAL OF 6" CONCRETE SIDEWALK, AND DRIVEWAYS	SY	350.00	\$2.50	\$875.00
608000	F & I CAST IRON DETECTABLE WARNING SURFACE	SF	12.00	\$44.00	\$528.00
608001	8" CONCRETE FILLETS	SY	45.00	\$56.00	\$2,520.00
608002	8" CONCRETE PAVEMENT	SY	105.00	\$56.00	\$5,880.00
608005	CONCRETE SIDEWALK 4" (251 PLUS SY)	SY	325.00	\$40.00	\$13,000.00
608006	CONCRETE SIDEWALK 6" (0 - 100 SY)	SY	20.00	\$50.00	\$1,000.00
608105	CONCRETE DRIVEPAD 6" (0 - 100 SY)	SY	50.00	\$50.00	\$2,500.00
609202	CONCRETE HEADER CURB 6"	LF	150.00	\$15.00	\$2,250.00
609330	CONCRETE MOUNTABLE CURB 6" X 30"	LF	30.00	\$17.50	\$525.00
609431	CONCRETE BARRIER CURB 6" X 24" (0 - 100 LF)	LF	40.00	\$17.50	\$700.00
609431	CONCRETE BARRIER CURB 8" X 30"	LF	335.00	\$17.50	\$5,862.50
609639	CONCRETE VALLEY GUTTER 8" X 36" (101 - PLUS LF)	LF	245.00	\$19.00	\$4,655.00
662400	ADJUST MANHOLE TO GRADE	EA	1.00	\$700.00	\$700.00
663855	ADJUST OWNER FURNISHED VALVE BOX, PER DETAIL	EA	2.00	\$200.00	\$400.00
702800	TRAFFIC CONTROL	LS	1.00	\$2,000.00	\$2,000.00
801000	CONSTRUCTION STAKING BY THE CONTRACTOR	LS	1.00	\$7,500.00	\$7,500.00
	CHANGE ORDER				
	FURNISH AND INSTALL CURB INLET, COMPLETE WITH CONNECTION(S) TO EXISTING STORM LINES	EA	1.00	\$15,000.00	\$15,000.00
	HOT THERMAL PLASTIC PAVEMENT MARKINGS 4"	LF	2750.00	\$1.50	\$4,125.00
			ESTIMATE		\$169,227.80
			NMGRT	6.8125%	\$11,528.64
					\$180,756.44



SCALE: 1" = 20'

DUNNAM ST.

SHIPP ST.

TURNER ST.

PROJECT NO. 41-	ENGINEERING DEPARTMENT 220 E. 5050th AVE ST. HOESB N14R21D BLS: (672) 237-6232 FAX: (672) 237-6227	SHEET NO. 41-		PRELIMINARY CONSTRUCTION PLAN		FEES/PERMITS PD 237-5		NO. 1 DATE	EF
		PROJECT TITLE DUNNAM / TURNER PARKING LOT IMPROVEMENTS		SHEET NO. 41-		DESIGN G/T DATE 12/18/2018		NO. 2 DATE	EF

SH. 3-5



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: May 21, 2018

SUBJECT: Police Recruiting and Retention

DEPT. OF ORIGIN: Police Department

DATE SUBMITTED: May 14, 2018

SUBMITTED BY: Chris McCall, Chief of Police

Summary:

Law enforcement agencies throughout the country are experiencing an unprecedented difficulty in recruiting and retention of police officers. In our geographical area, we are not only faced with the issues being dealt with by the rest of the nation, but we are also competing with a very strong demand for work force created by our improving local economy. The Hobbs Police Department is working to create a comprehensive program to help keep the department competitive in regards to quality applicants. We are working to impact recruitment of new officers, as well as retention of our current staff. The following are a few of the components of this plan with a fiscal impact. We hope these incentives will help us attract new applicants and simultaneous support our current team members.

Fiscal Impact:

Reviewed By: _____

Finance Department

Recruitment Incentive- \$1500

An opportunity for existing employees to be compensated for recruiting a police officer that successfully completes all training requirements (academy/field training).

10 Officers recruited- \$15,000

15 Officers recruited- \$22,500

20 Officers recruited- \$30,000

6 year/\$30,000 recruiting incentive. Incentive designed to compensate a newly hired police officer who completes each year of service at a rate of \$5,000 per year for 6 years.

10 Officers- \$50,000 per year

15 Officers- \$75,000 per year

20 Officers- \$100,000 per year

20 year Law Enforcement Protection Fund match incentive pay- Enable the City of Hobbs to leverage funding allocated through the LEPF by the NM Legislature to incentivize officers with 20 or more years of service to remain employed. LEPF funds the incentive at \$7500 and requires a matching City portion of \$7500 for a total of \$15,000 yearly incentive. Per statute this program will expire on June 20, 2021.

5 Officers- \$37,500

Attachments:

Legal Review:

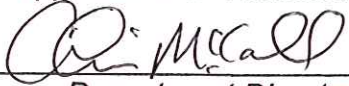
Approved As To Form: _____

City Attorney

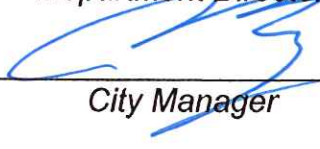
Recommendation:

Staff recommends approving the proposed changes to strengthen our position in the job market.

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. 6667

A RESOLUTION REGARDING
POLICE RECRUITING AND RETENTION

WHEREAS, Law enforcement agencies throughout the county are experience an unprecedented difficulty in recruiting and retaining police officers; and

WHEREAS, we are not only faced with these same issues but are also competing with a very strong demand for work force created by our improving local economy; and

WHEREAS, the Hobbs Police Department is working to create a comprehensive program to keep the department competitive in regards to quality applicants; and

WHEREAS, the Hobbs Police Department is working to impact recruitment of new officers as well as retention of our current staff; and

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that hiring incentives be adopted as set forth in Attached A herein.

PASSED, ADOPTED AND APPROVED this 21st day of May, 2018.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

ATTACHMENT "A"

HIRING INCENTIVES

- Recruitment Incentive - \$1500 – An opportunity for existing employees (this would include all City of Hobbs employees) to be compensated for recruiting a police officer that successfully completes all training requirements (academy/field training).
- 6 year/\$30,000 recruiting incentive. This incentive is designed to compensate a newly hired police officer (certified or uncertified) who completes each year of service at a rate of \$5,000 per year for six years.
- 20 year Law Enforcement Protection Fund ("LEPF") match pay. This would enable the City of Hobbs to leverage funding allocated through the LEPF by the NM Legislature to incentivize officers with 20 or more years of service to remain employed. LEPF funds the incentive at \$7,500 and requires a matching City portion of \$7,500 for a total \$15,000 yearly incentive. Per statute this program will expire on June 20, 2021.