

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

January 21, 2020



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

Tuesday, January 21, 2020 - 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 G E N D A

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

CALL TO ORDER AND ROLL CALL

INVOCATION AND PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

1. Minutes of the January 6, 2020, Regular Commission Meeting

PROCLAMATIONS AND AWARDS OF MERIT

2. Recognition of City Employees - Milestone Service Awards for the Month of January, 2020 (*Manny Gomez, Acting City Manager*)
 - ▶ 5 years - Justin Sharp, Water Distribution
 - ▶ 5 years - Seth Ford, Hobbs Police Department
 - ▶ 5 years - Jenna Ford, Hobbs Police Department
 - ▶ 5 years - Douglas Faulkner, Hobbs Police Department
 - ▶ 5 years - Joshua James, Hobbs Police Department
 - ▶ 10 years - Chad Wright, Hobbs Police Department
 - ▶ 10 years - Michael Prudencio, Hobbs Fire Department

- ▶ 25 years - Jan Fletcher, City Clerk's Office
- ▶ 25 years - Shawn Williams, Hobbs Fire Department

PUBLIC COMMENTS *(Citizens who wish to speak must sign the Public Comment Registration Form located in the Commission Chamber prior to the beginning of the meeting.)*

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. 6894 - Authorizing an Application with the New Mexico Department of Health EMS Fund Act Local Funding Program for FY 2020 *(Barry Young, Deputy Fire Chief)*
4. Resolution No. 6895 - Authorizing Budgetary Adjustment #2 for FY 2019-2020 *(Toby Spears, Finance Director)*
5. Resolution No. 6896 - Determining that Certain Structures are Ruined, Damaged and Dilapidated Requiring Removal from the Municipality (403 West Alston, 620 East Roxana) *(Raymond Bonilla, Community Services Director)*
6. Resolution No. 6897 - Authorizing the Transfer of Ownership of the Hobbs Police Department K-9 Named "Bak" to Pacesetter K9, LLC *(Efren Cortez, City Attorney)*
7. Resolution No. 6898 - Authorizing the Appointment of Dave Small to the Labor Management Relations Board *(Mayor Sam Cobb)*

DISCUSSION

8. Veterans Memorial Park - Presentation by MRWM Landscape Architects *(Rob Loftis, Principal Landscape Architect)*

ACTION ITEMS (Ordinances, Resolutions, Public Hearings)

9. Resolution No. 6899 - **PUBLIC HEARING**: Concerning the Issuance of a Restaurant Liquor License to Jesus Gamez d/b/a El Senor Taquito Located at 2006 West Marland, Hobbs, New Mexico *(Efren Cortez, City Attorney)*
10. Resolution No. 6900 - Authorizing Lodgers' Tax Funds in the Amount of \$250,000.00 to Promote Marketing for Oil and Gas Investments and Other Economic Investments *(Toby Spears, Finance Director)*

11. Consideration of Approval of an Agreement with Lea County for Funding of the Everglade Cemetery Project (*Bryan Wagner, Parks and Open Spaces Director*)
12. Resolution No. 6901 - Authorizing Approval of a Development Agreement with ALJO, LLC, Concerning the Development of Market Rate Single Family Housing (*Kevin Robinson, Development Director*)
13. Resolution No. 6902 - Authorizing Approval of a Development Agreement with Black Gold Estates Concerning the Development of Market Rate Single-Family Housing (*Kevin Robinson, Development Director*)

COMMENTS BY CITY COMMISSIONERS, CITY MANAGER

14. Next Meeting Date:
 - ▶ City Commission Regular Meeting
Monday, February 6, 2020, 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: January 21, 2020

SUBJECT: City Commission Meeting Minutes

DEPT. OF ORIGIN: City Clerk's Office
DATE SUBMITTED: January 14, 2020
SUBMITTED BY: Jan Fletcher, City Clerk

Summary:

The following minutes are submitted for approval:

- ▶ Regular Commission Meeting of January 6, 2020

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, January 6, 2020, 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 (*via telephone*)
Commissioner Patricia A. Taylor
Commissioner Joseph D. Calderón
Commissioner Dwayne Penick
Commissioner Don Gerth

Also present:

Toby Spears, Acting City Manager/Finance Director
Efren Cortez, City Attorney
John Ortolano, Police Chief
Barry Young, Deputy Fire Chief
Shawn Williams, Fire Marshal
Kevin Shearer, Battalion Chief
Kevin Robinson, Development Director
Doug McDaniel, Parks and Recreation Director
Bryan Wagner, Parks and Open Spaces Director
Matt Hughes, Rockwind Community Links Superintendent
Tracy South, Assistant Human Resources Director
Bobby Arther, Municipal Judge
Tim Woome, Utilities Director
Shelia Baker, General Services Director
Raymond Bonilla, Community Services Director
Ron Roberts, Information Technology Director
Meghan Mooney, Communications Director
Sandy Farrell, Library Director
Fabian Xocoyotzin Palomar, Translator
Mollie Maldonado, Deputy City Clerk
Jan Fletcher, City Clerk
14 citizens

Invocation and Pledge of Allegiance

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

Approval of Minutes

Commissioner Calderón moved that the minutes of the regular meeting held on December 16, 2019, be approved as presented. Commissioner Taylor seconded the motion and the vote was recorded as follows: Mills yes, Taylor yes, Newman yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion carried.

Proclamations and Awards of Merit

There were no Proclamations or Awards of Merit.

Public Comments

There were no public comments.

Consent Agenda

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

Consideration of Approval of a Professional Services Agreement with Luke Otero for Lobbying Services for the 2020 New Mexico Legislative Session in the Amount of \$24,000 Plus New Mexico Gross Receipts Tax

Resolution No. 6890 - Declaring All Meetings of the City Commission and Boards and Committees to be Public Meetings and Adopting Reasonable Notice Procedures

Resolution No. 6891 -Authorizing the Appointment of Clarence Benford to the Cemetery Board

Commissioner Gerth 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. Copies of the resolutions and supporting documentation are attached and made a part of these minutes.

Discussion

Economic Development Corporation of Lea County -Airline Update

Ms. Missy Currier, President and CEO of the Economic Development Corporation of Lea County (EDC), Mr. Josh Grassham of the EDC and Mr. Corey Needham, Assistant Lea County Manager, presented an update to the Commission regarding

the Lea County Regional Airport (Airport). Mr. Needham reviewed the location and proximity to other commercial airports and stated the Airport has a capture area of a 100-mile radius. He stated over \$24 million in capital improvements have been completed since 2012 with the expected total reaching \$30 million by the end of 2020. Mr. Needham explained the overall development at the Airport and stated Phase 1 will be complete by March, 2020, and Phases 2 and 3 are scheduled to be complete by September, 2020. He stated after Phase 3 is complete, the terminal will have expanded from 4,000 square feet to approximately 16,000 square feet. Mr. Needham reviewed a video of the projected completion of the Airport including the expansion of the parking lot which will increase the number of parking spaces to 900 vehicles. He added the EDC has currently spent \$1 million on the renovations of the airport.

Mayor Cobb commended Mr. Needham for his hard work and the utilization of Federal and Lea County funds for the Airport.

Ms. Currier stated she is proud of the partnership between the City of Hobbs and Lea County regarding the Airport. She stated branding Lea County as the Energyplex has brought in energy based businesses but there are also families taking advantage of the local Airport. Ms. Currier stated the flights to Houston, Texas, are currently strong. While the flights to Denver, Colorado, are soft right now, she stated they are expected to increase in the first and second quarters of next year. She added lodgers' tax funding from the City of Hobbs has been very helpful in marketing the Airport.

Mayor Cobb recognized Ms. Geni Cavanaugh of the EDC for her FlyHobbs marketing efforts to get the word out about flights at the Airport.

Action Items

Resolution No. 6892 - PUBLIC HEARING: Regarding the Transfer of Ownership and Location of Liquor License No. 0819 from Club Lumina to Texas Roadhouse Holdings, LLC, d/b/a Texas Roadhouse Located at 4210 Lovington Highway, Hobbs, New Mexico

Mr. Efren Cortez, City Attorney, was appointed as the Hearing Officer. Ms. Kyla Stoker with New Mexico Liquor License presented testimony, via telephone, in the hearing regarding the application of transfer of ownership and location of Liquor License No. 0819 from Club Lunima, Velarde, New Mexico, to be located at 4210 Lovington Highway, Hobbs, New Mexico, 88240.

In response to Mr. Cortez' inquiry, no members of the audience requested to speak in support of the application or against the application for transfer of ownership and

location of Liquor License No. 0819 to be located at 4210 Lovington Highway, Hobbs, New Mexico. Ms. Jan Fletcher, City Clerk, administered the oath to Ms. Stoker.

Mr. Cortez stated the State of New Mexico Alcoholic Beverage Control has granted preliminary approval to the application for transfer of ownership and location of the liquor license and a public hearing has to be held within 45 days of receipt of the application on whether or not the proposed transfer of ownership and location of the license should be granted. He further stated the application can be denied for only three reasons which are as follows: (1) if the location is within 300 feet of a church or school, which is not applicable here; (2) if it is in violation of a zoning or other ordinance of the governing body, which is not applicable here; and (3) if the issuance would be detrimental to the public health, safety or morals of the residents of the local option district. He further stated disapproval by the governing body on public health, safety or morals must be based on and supported by substantial evidence pertaining to the specific prospective transferee or locations and a copy of the record must be submitted to the Alcoholic Beverage Control. Ms. Stoker testified that all the above statements made by Mr. Cortez are true and correct to her knowledge.

Ms. Stoker stated the package privilege of Liquor License No. 0819 will be striped and the license will be utilized for the sale of drinks only.

There being no discussion or further comments, Commissioner Calderón moved that Resolution No. 6892 be adopted approving the transfer of ownership and location of Liquor License No. 0819 as presented. Commissioner Penick seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Calderón yes, Taylor yes, Gerth yes, Penick yes, Cobb yes. The motion carried. Copies of the resolution and application packet are attached and made a part of these minutes.

Mayor Cobb wished Ms. Stoker and Texas Roadhouse success as they move forward with the business in Hobbs.

Resolution No. 6893 - Relating to the Disposition of Obsolete, Worn-Out and Unusable Personal Property

Mr. Toby Spears, Finance Director, stated the City desires to delete from its public inventory and dispose of the items of personal property that are: (1) obsolete and of no value; (2) worn-out, unusable, or obsolete to the extent that the item is no longer economical or safe for continued use by the City of Hobbs; (3) that all such items should be deleted from the City's public inventory and sold at a public auction in Hobbs, New Mexico; and (4) that an accounting of transfers of assets between departments, including those between proprietary and governmental funds, is included. He further stated a public auction has been set for February 15, 2020.

Mayor Cobb stated Commissioners Taylor and Penick have volunteered to approve and oversee the disposition of the property. Commissioner Gerth volunteered as the third official from the governing body to oversee the auction.

There being no further discussion by the Commission, Commissioner Penick moved to adopt Resolution No. 6893 as presented. Commissioner Newman 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 resolution and supporting documentation are attached and made a part of these minutes.

Consideration of Approval of the Paid Time Off (PTO) Payout for Calendar Year 2019

Mr. Spears presented the Paid Time Off (PTO) Payout to the Commission and stated Section 2.56, Article 8, of the Hobbs Municipal Code sets the PTO cap at 320 hours for all general employees, 456 hours for all fire department employees and allows police the option to buy down to 320 from their 456 cap. At the end of the calendar year, any employee who is over his/her PTO cap shall be paid for every hour over his/her PTO cap. Mr. Spears stated Article 8 additionally states that in the event the City's general fund cash reserve dips below 20% at the end of a fiscal year, the City may elect to increase PTO caps until the following year in which general fund cash reserve is above 20%. Mr. Spears stated the budgeted general fund reserve after BAR No. 1 is currently 30%. He stated the City of Hobbs would like to proceed with the PTO Payout for the current calendar year. Mr. Spears stated the payout will be between \$205,456.72 and \$218,587.97 depending on the potential police buy down options. He stated exempt employees are required to utilize 40 hours of PTO per calendar year.

There being no further discussion, Commissioner Taylor moved to approve the PTO Payout for Calendar Year 2019. 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 supporting documentation is attached and made a part of these minutes.

Comments by City Commissioners, City Manager

Commissioner Gerth stated he hoped everyone had a great holiday and he is looking forward to the New Year.

Commissioner Taylor expressed her appreciation to the Cemetery Board and thanked Mr. Clarence Benford for accepting the position as a Board member on the Cemetery Board.

Commissioner Penick stated the Commission meeting packet is reviewed by the Commissioners before the meeting and that is why questions are not asked by the Commission during the meeting.

Commissioner Penick expressed appreciation to the EDC for the Airline Update.

Commission Penick wished everyone a Happy New Year.

Mayor Cobb thanked everyone for their attendance at tonight's meeting.

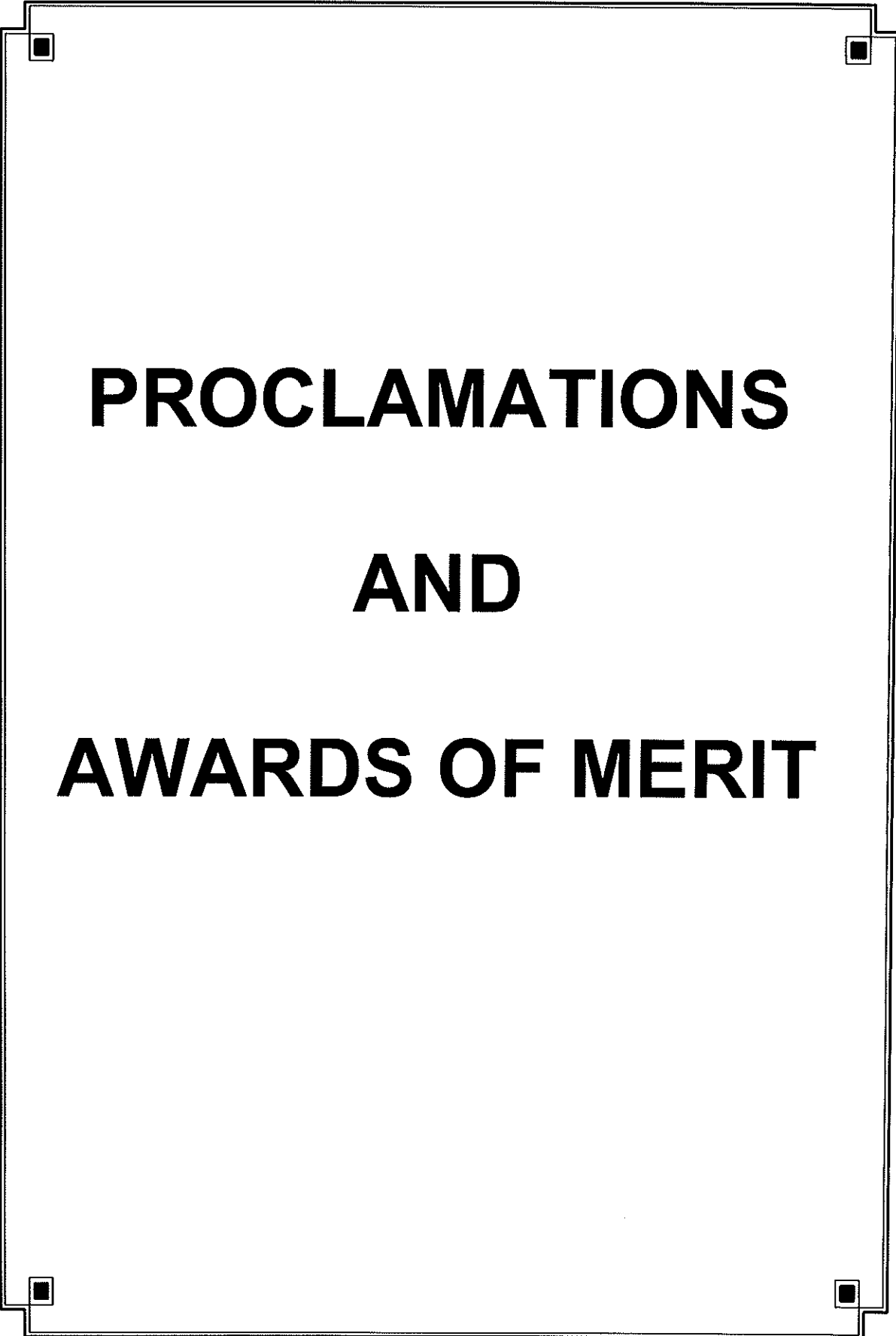
Adjournment

There being no further business or comments, Commissioner Newman moved that the meeting adjourn. Commissioner Gerth seconded the motion and the vote was recorded as follows: Newman yes, Mills yes, Calderón yes, Penick yes, Gerth yes, Taylor yes, Cob yes. The motion carried. The meeting adjourned at 6:40 p.m.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk



PROCLAMATIONS

AND

AWARDS OF MERIT

January Milestones 2020

5 years

Justin Sharp	Water Distribution	1/20/2015
Seth Ford	HPD	1/26/2015
Jenna Ford	HPD	1/26/2015
Douglas Faulkner	HPD	1/28/2015
Joshua James	HPD	1/29/2015

10 years

Chad Wright	HPD	1/25/2010
Michael Prudencio	HFD	1/27/2010

25 years

Jan Fletcher	Clerk's	1/09/1995
Shawn Williams	HFD	1/17/1995



CONSENT AGENDA



CITY OF HOBBS

COMMISSION STAFF SUMMARY FORM

MEETING DATE: January 21, 2020

SUBJECT: NM Department of Health EMS Fund Act Local Funding Program Fiscal Year 2020

DEPT. OF ORIGIN: Fire Department

DATE SUBMITTED: January 8, 2020

SUBMITTED BY: Barry Young, Deputy Fire Chief

Summary:

The City of Hobbs Fire Department is eligible for funding from the New Mexico Department of Health EMS Fund Act Local Funding Program. The EMS Fund Act was established by the State of New Mexico to make funds available by grant application for ambulance services, fire departments, and rescue services. It is funded by the state legislature and prioritizes expenditures based on the number of EMS and rescue runs in combination with service area to determine the amount each service is awarded. The department typically receives the amount of \$20,000.00 from this grant.

Fiscal Impact:

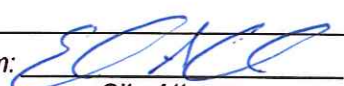
Reviewed By: 
Finance Department

The Hobbs Fire Department is requesting \$33,000, however the department typically receives \$20,000 from the fund. The funds will be used for training, travel/meals/schools, and EMS supplies. This fund will be shown as a revenue and expenditure in the budget. There is no net effect on the budget.

Attachments:

- 1. Resolution
- 2. EMS Fund Act Local Funding Program Application

Legal Review:

Approved As To Form: 
City Attorney

Recommendation:

Approval of the resolution authorizing the Mayor to sign the EMS Fund Act Local Funding Program Application.

Approved For Submittal By:


Department Director


City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

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

CITY OF HOBBS

RESOLUTION NO. 6894

A RESOLUTION AUTHORIZING THE MAYOR TO APPROVE AN APPLICATION
WITH THE NEW MEXICO DEPARTMENT OF HEALTH EMS FUND ACT LOCAL
FUNDING PROGRAM FOR FISCAL YEAR 2020

WHEREAS, the City of Hobbs Fire Department is eligible to participate in the FY21
New Mexico Department of Health EMS Fund Act Local Funding Program; and

WHEREAS, the EMS Fund Act was established by the State of New Mexico to
make funds available for ambulance services, fire departments, and rescue services; and

WHEREAS, funding is based on the number of EMS and rescue runs in
combination with service area to determine the amount each service is awarded; and

WHEREAS, these funds will be utilized for training, travel/meals/schools, and EMS
supplies;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE
CITY OF HOBBS, NEW MEXICO, that the Mayor be and hereby is authorized and
directed to execute on behalf of the City of Hobbs an Application with the New Mexico
Department of Health EMS Fund Act Local Funding Program for FY21.

PASSED, APPROVED AND ADOPTED this 21st day of January, 2020.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk



**EMS FUND ACT
LOCAL FUNDING PROGRAM
APPLICATION
FISCAL YEAR 2021**

Submit to:
EMS Bureau
1301 Siler Rd Bldg F
Santa Fe, NM 87507
Attn: Ann Martinez
505-476-8233

Due Date: January 24, 2020

To All Potential Applicants:

The EMS Fund Act was created for the purpose of making funds available to municipalities and counties, in proportion to their needs, for use in the establishment and enhancement of local emergency medical services in order to reduce injury and loss of life.

In any fiscal year, no less than seventy-five percent of the money in the fund shall be used for the local emergency medical services funding program to support the cost of supplies and equipment and operational costs other than salaries and benefits for emergency medical services personnel. This money shall be distributed to municipalities and counties on behalf of eligible local recipients, using a formula established pursuant to rules adopted by the department. The formula shall determine each municipality's and county's share of the fund based on the relative geographic size and population of each county. The formula shall also base the distribution of money for each municipality and county on the relative number of runs of each local recipient eligible to participate in the distribution. **To be eligible**, an applicant must be an incorporated municipality or county applying on behalf of a **local recipient** (publicly owned or contracted ambulance or air ambulance service, medical rescue service, fire department rescue service, regionalized emergency medical service agency; or other prehospital emergency medical service care provider based in state). Your service must also be compliant with NMEMSTARS Data V.3 Elite, and Medical Rescue Certification, if not a PRC Service.

Your Application and Annual Report **must be postmarked or hand-delivered** to the EMS Bureau by **5:00pm on Friday, January 24, 2020**. Please adhere to the following instructions, as **incomplete applications will not be processed**:

- Submit an **ORIGINAL AND THREE (3) COPIES – Annual Service Report as well. Failure to make copies will result in an incomplete application and will not be accepted.** (faxed or emailed applications will not be accepted as well)
- **NO SPECIAL BINDING** (*one staple in the left top corner only- NO PAPERCLIPS or BINDERS*)
- Be sure to have necessary **SIGNATURES and NOTARY**.

Local Recipient:	Hobbs Municipal Ambulance Service			314331	
	<i>(EMS Service that will benefit)</i>			<i>(EMS Service #)</i>	
Mailing Address:	301 East White		Hobbs	NM	88240
	<i>(Street/Mailing Address)</i>		<i>(City)</i>	<i>(State)</i>	<i>(Zip)</i>
	1	2	<input checked="" type="checkbox"/> 3	(575) 397-9308	(575) 397-9311
	<i>(EMS Region)</i>		<i>(Business Phone #)</i>	<i>(Emergency Phone #)</i>	<i>(Fax Phone #)</i>
Contact Person:	Barry Young		Deputy Fire Chief	byoung@hobbsnm.org	
	<i>(Name)</i>		<i>(Title)</i>	<i>(E-mail Address)</i>	

Applicant:	City of Hobbs				
	<i>(County or Municipality serving as Fiscal Agent)</i>				
Mailing Address:	200 East Broadway		Hobbs	NM	88240
	<i>(Mailing Address)</i>		<i>(City)</i>	<i>(State)</i>	<i>(Zip)</i>
Contact Person:	Toby Spears		Finance Director		
	<i>(Name)</i>		<i>(Title)</i>		
	575-397-9235	575-397-3257	tspears@hobbsnm.org		
<i>(Telephone #)</i>		<i>(Fax Phone #)</i>	<i>(E-mail Address)</i>		

EMS AGENCY FUNDING INFORMATION

The minimum distribution of funds is based on the following criteria. Assure the agency meets each criterion for the level for which the agency is applying. **If each box under a particular level cannot be checked off, the applying service may not be eligible to receive EMS Fund Act funds.** Choose **one (1) level** for which your service meets or exceeds the criteria.

(All responses are subject to review and verification).

Medical-Rescue Service Entry Level (\$1,500)	Medical-Rescue Service First Responder (\$3,000)	Medical-Rescue Service/Ambulance Basic Level (\$5,000)	Medical-Rescue Service/Ambulance Advance Level (\$7,000)
<input type="checkbox"/> Check if applicable Fifty percent (50%) of all runs are covered by a NM licensed First Responder (within two years of the initial request for funding).	<input type="checkbox"/> Check if applicable Eighty percent (80%) of all runs are covered by a NM licensed First Responder or NM licensed EMT, <u>minimum of two NM licensed personnel.</u>	<input type="checkbox"/> Check if applicable Eighty percent (80%) of all runs covered by a NM licensed EMT-Basic or higher NM licensed EMT personnel, <u>minimum of two NM licensed personnel.</u>	<input checked="" type="checkbox"/> Check if applicable Eighty percent (80%) of all runs covered by a NM licensed EMT-I or EMT-P level, <u>minimum of two NM licensed personnel.</u>
<input type="checkbox"/> Check if applicable Service has Basic medical supplies and equipment.	<input type="checkbox"/> Check if applicable Service has basic medical supplies and equipment.	<input type="checkbox"/> Check if applicable Service has basic medical supplies and equipment.	<input checked="" type="checkbox"/> Check if applicable Service has basic & advanced medical supplies and equipment.
<input type="checkbox"/> Check if applicable Service has mutual aid agreements. <u>Attached copy(s)</u>	<input type="checkbox"/> Check if applicable Service has mutual aid agreements. <u>Attached copy(s)</u>	<input type="checkbox"/> Check if applicable Service has mutual aid agreements or other cooperative plan(s) with first response or transporting ambulance service(s). <u>Attach copy(s)</u>	<input checked="" type="checkbox"/> Check if applicable Service has mutual aid agreements or other cooperative plan(s) with first response or transporting ambulance service(s). <u>Attach copy(s)</u>
<input type="checkbox"/> Check if applicable Service has a designated Training Coordinator.	<input type="checkbox"/> Check if applicable Service has a designated Training Coordinator.	<input type="checkbox"/> Check if applicable Service has a designated Training Coordinator.	<input checked="" type="checkbox"/> Check if applicable Service has a designated Training Coordinator.
<input type="checkbox"/> Check if applicable The Service is, or plans to submit all runs to NMEMSTARS Database	<input type="checkbox"/> Check if applicable The Service is submitting all runs to NMEMSTARS Database	<input type="checkbox"/> Check if applicable The Service is submitting all runs to NMEMSTARS Database	<input checked="" type="checkbox"/> Check if applicable The Service is submitting all runs to NMEMSTARS Database
<input type="checkbox"/> Check if applicable Service plans to routinely respond (defined as "available...24 hours per day, 7 days per week") when dispatched for all medical and traumatic emergencies within its primary response area.	<input type="checkbox"/> Check if applicable Routinely responds (defined as "available...24 hours per day, 7 days per week") when dispatched for all medical and traumatic emergencies within its primary response area.	<input type="checkbox"/> Check if applicable Routinely responds (defined as "available...24 hours per day, 7 days per week") when dispatched for all medical and traumatic emergencies within its primary response area.	<input checked="" type="checkbox"/> Check if applicable Routinely responds (defined as "available...24 hours per day, 7 days per week") when dispatched for all medical and traumatic emergencies within its primary response area.
<input type="checkbox"/> Check if applicable Service has a Medical Director if performing skills requiring Medical Direction (see Scope of Practice) and appropriate medical protocols.	<input type="checkbox"/> Check if applicable Service has a Medical Director if performing skills requiring Medical Direction (see Scope of Practice) and appropriate medical protocols.	<input type="checkbox"/> Check if applicable Service has a Medical Director and appropriate BLS medical protocols.	<input checked="" type="checkbox"/> Check if applicable Service has a Medical Director and appropriate BLS and ALS medical protocols.
<input type="checkbox"/> Check if applicable Service complies with NM EMS Bureau Medical Rescue Certification regulations	<input type="checkbox"/> Check if applicable Service complies with NM EMS Bureau Medical Rescue Certification regulations	<input type="checkbox"/> Check if applicable Service complies with PRC 18.4.2 NMAC or EMS Bureau Medical Rescue Certification regulations	<input checked="" type="checkbox"/> Check if applicable Service complies with PRC 18.4.2 NMAC or EMS Bureau Medical Rescue Certification regulations
			<input type="checkbox"/> Check if applicable If applicable, Service complies with Air Ambulance certification regulations 7.27.5 NMAC.

LIST OF ITEMS FOR WHICH FUNDS ARE REQUESTED

- Please complete the Equipment Inventory Report prior to listing your funding requests.
- Funds may only be utilized to support the cost of supplies and equipment and operational costs other than salaries and benefits for emergency medical personnel. Please round all estimated costs to the nearest \$100. **We must be realistic, please estimate amount closest to funding that service receives every year.**
- Use each priority number only once. (Use additional sheets if necessary.)

*Priority (Rank Order)	Description of Items <i>(Please list in appropriate category and provide adequate detail on each priority item)</i>	Estimated Cost (\$)
Repair and Maintenance:		
Training:		
1	EMT, AEMT, Paramedic, PALS, ACLS, BLS, PHTLS	\$ 15,000.00
	EMT Prerequisite classes & conferences	
	Licensure Renewals	
Mileage & Per Diem:		
2	Travel for classes and conferences	\$ 10,000.00
	Travel for clinical and exam sites	
Supplies (Items Under \$500):		
3	EMS Supplies	\$ 8,000.00
**Capital Outlay (Items Over \$500):		
Other Operational Costs:		
TOTAL AMOUNT OF REQUEST:		\$ 33,000.00

* Do not make all items Priority No. 1.

** For **Capital Outlay Projects** for which the service intends to "carry over" funds for multiple years in order to pay for a particularly expensive item, the following criteria must be documented and/or met:

- Maximum number of years for single project is 3 - 5 years
- Item and savings plan must be described, including amount designated for item each year
- Carry over request for designated project money must accompany the required end of year fiscal year expenditure report
- Amount of project designated money for the year and carry-over request amount must match

Note: If project changes, the designated project money must be returned unless bureau approval for other expenditure is Obtained. (Communication is key)

JUSTIFICATION OF TOP PRIORITIES

Please justify your priorities on this application in accordance with the type and level of service you provide and the resources and capabilities of other EMS services in the area. Why are these top priorities? (Use additional sheets if necessary.)

The top priority for the Hobbs Fire Department will continue to be training for personnel. The department requires each employee to be licensed to the level of Advanced EMT (AEMT). With this requirement comes the cost of sending personnel to class for their EMT and AEMT licensure, plus any prerequisite classes required for obtaining licensure. The Hobbs Fire Department is the sole EMS provider in the community, and one of only three services within Lea County which provides advanced level of care. The Hobbs Fire Department will continue to keep all personnel up to date with the latest standards provided through ACLS, PALS, BLS, PHTLS, and any other necessary certification classes.

Travel and per diem costs are necessary as the department has to send personnel to classes and clinical/exam sites. There is not a local exam site in our community, therefore, our personnel are having to travel to different areas in order to complete their testing.

EMS supplies are a recurring expense for the department, and must be maintained in order to provide the level of service expected by the community. Prices for medications and supplies continue to increase every year, and will continue to do so in the future. The department responds to over 7,000 EMS calls annually, requiring the use of supplies and medications.

SERVICE NAME:	Hobbs Municipal Ambulance Service
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EMS FUND ACT CERTIFICATION BY APPLICANT

STATE OF NEW MEXICO, COUNTY OF	Lea
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Pursuant to the Emergency Medical Services Fund Act Program 7.27.4 NMAC, I the undersigned:
(TYPE OR PRINT)

Sam Cobb		
Mayor	OR	Chairman, Board of Commissioners
City of Hobbs		Lea
Municipality		County

I do certify that the information contained in the application is true and correct to the best of my knowledge and information; and that the following specific conditions are satisfactorily met in accordance with the EMS Fund Act Program 7.27.4 NMAC:

- That the funds received will be expended only for the purposes stated in the application and approved by the EMS Bureau.
- That authorization of the chief executive of the incorporated municipality or county is required, on behalf of the local recipient on vouchers issued by the treasurer of the political subdivision.
- That accountability and reporting of these funds shall be in accordance with the requirements set forth by the Local Government Division of the New Mexico Department of Finance and Administration.
- That the funds distributed under the Act will not supplant other funds budgeted and designated for emergency medical service purposes.

<i>Signature of Official Named Above</i>	<i>(Title)</i>
--	----------------

The above was sworn and subscribed to before this ___ day of _____, 20__.


Notary Public: _____

My commission expires: _____

(SEAL)

PERSON COMPLETING FORM

Name:	Barry Young		Deputy Fire Chief	
	<i>(Name)</i>		<i>(Title)</i>	
Address:	301 East White			
	Hobbs	NM	88240	
	<i>(City)</i>	<i>(State)</i>	<i>(Zip)</i>	<i>(+4)</i>
(575) 397-8606		(575) 318-9308	byoung@hobbsnm.org	
<i>(Work Phone)</i>	<i>(Home Phone)</i>	<i>(Cellular Phone)</i>	<i>(Email)</i>	

Signature: 

FOR BUREAU USE ONLY

Reviewer: _____ Date Reviewed: _____

Approved: Yes No Final Award: _____

Comments/Problem:

Date Corrected:

Equipment Inventory Report

The following equipment and disposable supplies are required by the Public Regulation Commission and the Medical Rescue Certification regulations. Items that are missing, broken or depleted should be considered as **top priority** items for funding requests. If the equipment is in place or available for each unit used by your service, please fill in the check box.

Front of Vehicle Cab or Optimal Location:

Item Description	Available	Item Description	Available
Fire Extinguisher (2 lb) or (2 – 1lb)	<input checked="" type="checkbox"/>	Vehicle Registration	<input checked="" type="checkbox"/>
Flashlight	<input checked="" type="checkbox"/>	Vehicle Spotlight or auxiliary lighting	<input checked="" type="checkbox"/>
Fuses (appropriate sizes)	<input checked="" type="checkbox"/>	Warning Lights	<input checked="" type="checkbox"/>
Jack and Handle	<input checked="" type="checkbox"/>	Other: <i>(Specify)</i>	
Lug Wrench	<input checked="" type="checkbox"/>		
Maps or Navigational equipment	<input checked="" type="checkbox"/>		
Patient Care Reports or Reporting System	<input checked="" type="checkbox"/>		
Roadway warning devices	<input checked="" type="checkbox"/>		
Service Specific Protocols and guidelines	<input checked="" type="checkbox"/>		
Siren	<input checked="" type="checkbox"/>		
Spare Tire	<input checked="" type="checkbox"/>		
Star of Life Displayed	<input type="checkbox"/>		
Tool Box	<input checked="" type="checkbox"/>		
Triage Tags for MCI's	<input checked="" type="checkbox"/>		
U.S. DOT Emergency Response Guidebook	<input checked="" type="checkbox"/>		

Communications Equipment

Item Description	Available	Item Description
Dispatch Radio UHF/VHF	<input checked="" type="checkbox"/>	Other: <i>(Specify)</i>
EMSCOM (UHF) Radio	<input checked="" type="checkbox"/>	
Spare Batteries/charger system	<input checked="" type="checkbox"/>	

Personal Protective Equipment

Item Description	Available	Item Description
Exam Gloves	<input checked="" type="checkbox"/>	Other: <i>(Specify)</i>
Eye Protection	<input checked="" type="checkbox"/>	
Gloves (Leather or heavy duty)	<input checked="" type="checkbox"/>	
Hearing Protection	<input checked="" type="checkbox"/>	
Helmet with Face Shield	<input checked="" type="checkbox"/>	
N-95 mask (or > particulate mask)	<input checked="" type="checkbox"/>	
Safety Vest/Jacket/(ANSI 2008 Compliant)	<input checked="" type="checkbox"/>	
Splash Protection (disposable)	<input checked="" type="checkbox"/>	

Diagnostic Equipment

Item Description	Available	Item Description	Available
Aneroid Sphygmomanometer with infant, pediatric, adult and obese size cuffs	<input checked="" type="checkbox"/>	Thermometer	<input checked="" type="checkbox"/>
End Tidal CO2 monitoring device (optional)	<input checked="" type="checkbox"/>	Other: <i>(Specify)</i>	
Glucose Monitoring Instrument	<input checked="" type="checkbox"/>		
Penlights	<input checked="" type="checkbox"/>		
Pulse Oximeter	<input checked="" type="checkbox"/>		
Stethoscope	<input checked="" type="checkbox"/>		

Patient Compartment Equipment – If Applicable (Interior or Exterior)

Basic Level			
Item Description	Available	Item Description	Available
Adhesive Tape 1" and 2"	<input checked="" type="checkbox"/>	Oropharyngeal Airway (Sizes 0 – 5, Infant – Adult)	<input checked="" type="checkbox"/>
Auto Ventilator Devices (ATV/MTV)	<input checked="" type="checkbox"/>	Oxygen Delivery Devices (Adult, Child and Infant Sizes)	<input checked="" type="checkbox"/>
Bag Valve Mask Devices (Adult, Child and Infant)	<input checked="" type="checkbox"/>	Oxygen Supply Tubing	<input checked="" type="checkbox"/>
Band-Aids (Assorted Sizes)	<input checked="" type="checkbox"/>	Patient Restraints	<input checked="" type="checkbox"/>
Biohazard Clean-up Supplies	<input checked="" type="checkbox"/>	Pediatric Drug Dosage Tape or chart	<input checked="" type="checkbox"/>
Biohazard Waste bags	<input checked="" type="checkbox"/>	Pediatric Restraint device/car seat	<input checked="" type="checkbox"/>
Blankets	<input checked="" type="checkbox"/>	Pillows	<input checked="" type="checkbox"/>
Body Bags	<input checked="" type="checkbox"/>	Portable Oxygen Equipment	<input checked="" type="checkbox"/>
Cervical Collars - Rigid (Adult, Child and Infant)	<input checked="" type="checkbox"/>	Portable Suction Unit	<input checked="" type="checkbox"/>
Cervical Immobilization Devices	<input checked="" type="checkbox"/>	Seated Spinal Immobilization Device	<input checked="" type="checkbox"/>
Chair Stretcher	<input checked="" type="checkbox"/>	Semi-Automatic Defibrillator with Pads	<input checked="" type="checkbox"/>
Cold Pack	<input checked="" type="checkbox"/>	Semi-Automatic Defibrillator Batteries	<input checked="" type="checkbox"/>
Cold Weather Warming Devices	<input checked="" type="checkbox"/>	Sharps Container	<input checked="" type="checkbox"/>
Dressings Assorted (4x4, Kerlex, 2x2, etc.)	<input checked="" type="checkbox"/>	Sheets	<input checked="" type="checkbox"/>
Emesis Basin	<input checked="" type="checkbox"/>	Shoulder/chest/extremity straps	<input checked="" type="checkbox"/>
Field Stretcher (Scoop, Collapsible, Vacuum)	<input checked="" type="checkbox"/>	Spinal Immobilization device/backboard	<input checked="" type="checkbox"/>
Foil Blanket	<input checked="" type="checkbox"/>	Splints, Extremity (Rigid, Air, Vacuum)	<input checked="" type="checkbox"/>
Hand Sanitizer	<input checked="" type="checkbox"/>	Sterile Burn Sheets	<input checked="" type="checkbox"/>
Heat Pack	<input checked="" type="checkbox"/>	Sterile Gloves (Assorted Sizes)	<input checked="" type="checkbox"/>
Inhalation Therapy Equipment	<input checked="" type="checkbox"/>	Sterile Water	<input checked="" type="checkbox"/>
Installed Oxygen System	<input checked="" type="checkbox"/>	Stokes Basket	<input checked="" type="checkbox"/>
Latex/Vinyl Gloves (Non-Sterile) (Small, Medium, Large, X-Large)	<input checked="" type="checkbox"/>	Suction Catheters (Soft & Rigid)	<input checked="" type="checkbox"/>
Long Backboard	<input checked="" type="checkbox"/>	Supraglottic Airway Devices	<input checked="" type="checkbox"/>
Multi-level Stretcher	<input checked="" type="checkbox"/>	Multi-lumen Airway Devices	<input checked="" type="checkbox"/>
Multi-Lumen Airways	<input checked="" type="checkbox"/>	Laryngeal Airway Devices	<input checked="" type="checkbox"/>
Obstetrical Kit with Sterile Scissors or Equivalent to cutting umbilical cord	<input checked="" type="checkbox"/>	Towels	<input checked="" type="checkbox"/>
Nasopharyngeal Airways	<input checked="" type="checkbox"/>	Traction Splint	<input checked="" type="checkbox"/>
Occlusive Dressings	<input checked="" type="checkbox"/>	Trauma Dressings	<input checked="" type="checkbox"/>
On-Board Suction System	<input checked="" type="checkbox"/>	Trauma Shears	<input checked="" type="checkbox"/>
On-Board Oxygen Supply	<input checked="" type="checkbox"/>	Triangular Bandages	<input checked="" type="checkbox"/>
		Urinal (Male and Female)	<input checked="" type="checkbox"/>
Pharmacological Equipment/Medications as approved by the NM Scope of Practice for First Responder, EMT-Basic and the Service Medical Director			<input checked="" type="checkbox"/>
Other: (Specify)			

Advanced Level			
Item Description	Available	Item Description	Available
Alcohol and Betadine Prep Pads	<input checked="" type="checkbox"/>	IV Fluid (Normal Saline, D5W, LR)	<input checked="" type="checkbox"/>
Cardiac Monitor/ Defibrillator/Ext. Pacer (Manual)	<input checked="" type="checkbox"/>	Laryngoscope Blades – Adult	<input checked="" type="checkbox"/>
		Laryngoscope Blades – Peds	<input checked="" type="checkbox"/>
Chest Decompression Catheters	<input checked="" type="checkbox"/>	Laryngoscope Handle	<input checked="" type="checkbox"/>
Cricothyroidotomy Kit	<input checked="" type="checkbox"/>	Magill Forceps	<input checked="" type="checkbox"/>
EKG Monitor Electrodes	<input checked="" type="checkbox"/>	Needles (Assorted Gauges)	<input checked="" type="checkbox"/>
Electrode Defib Pads	<input checked="" type="checkbox"/>	Pediatric Fluid Control Device	<input checked="" type="checkbox"/>
Endotracheal Tubes (Assorted)	<input checked="" type="checkbox"/>	Scalpels	<input checked="" type="checkbox"/>
Ext. Cardiac Pacing Pads	<input checked="" type="checkbox"/>	Syringes (1cc, 3cc, 5cc, 10cc)	<input checked="" type="checkbox"/>
Infusion Pumps	<input checked="" type="checkbox"/>	Toomey Syringe (60cc)	<input checked="" type="checkbox"/>
Inhalation Therapy Equipment	<input checked="" type="checkbox"/>	Tubes, Blood Drawing (Assorted Sizes and Types)	<input checked="" type="checkbox"/>
Intraosseous Needles	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
IV Catheters	<input checked="" type="checkbox"/>	Tubing, IV Administration (60gtts)	<input checked="" type="checkbox"/>
		Tubing, IV Administration Set (10gtts – 20gtts)	<input checked="" type="checkbox"/>
Pharmacological Equipment/Medications as approved by the NM Scope of Practice for EMT-Intermediate and EMT- Paramedic, and the Service Medical Director			<input checked="" type="checkbox"/>
Other: (Specify)			

For any item above that are not marked as available, please identify why your department does not have these items and how many are needed in order to equip each unit.

Mutual Aid Agreement
And
Master Firefighting / Emergency Medical Services Plan

For The Fire and Emergency Medical Service Agencies of

Lea County, New Mexico

Adopted
1988

Revised
October 10, 2000

**MUTUAL AID AGREEMENT
AND
MASTER FIREFIGHTING / EMERGENCY MEDICAL SERVICES
PLAN**

WHEREAS, each municipality within Lea County having a Fire Department and/or EMS has, by contract with Lea County, obligated itself to provide firefighting & emergency medical service (EMS) to areas adjacent to its municipal boundaries and to all areas within a reasonable distance from the municipality; and

WHEREAS, all Fire and EMS Departments in Lea County have made it a practice to respond wherever needed, this sometimes leading to jurisdictional controversies; and

WHEREAS, there has developed a need to 1) define and assign geographic areas of responsibility not currently within any Department's established jurisdiction; 2) define working rules by which all Departments will abide; and 3) establish contractual authority by which the Fire and/or EMS Department of one party can operate within another party's jurisdiction, when called upon to do so in the event of an emergency.

To accomplish these purposes, the undersigned parties enter into this Agreement, to be effective immediately, and to continue indefinitely thereafter.

1. **Geographic Areas:** Lea County does hereby assign, and each party undersigned does hereby accept primary firefighting and EMS responsibility for the area assigned to it below:

City of Tatum: Area 1 *legally described as follows* - Beginning at the NW corner of Section 6, Township 9 South, Range 32 East; thence East to the NE corner of Section 4, Township 9 South, Range 38 East; thence South to the SE corner of Section 35, Township 13 South, Range 38 East; thence West to the SW corner of Section 31, Township 13 South, Range 32 East; thence South to CR 108, Section 13, Township 14 South, Range 34 East, following CR 108 to the junction of NM Highway 457; thence North to the SW corner of Section 34, Township 13 South, Range 33 East; following CR 189 to Section 7, Township 13 South, Range 32 East; thence North to the NW Corner of Section 6, Township 11 South, Range 32 East; thence West to Section 4, Township 11 South, Range 32 E; thence North to the point of beginning.

City of Lovington: Area 2 *legally described as follows* -Beginning at the NE corner of Section 2, T14S, R38E; thence South along the NM/Tex state line to US Highway 82; thence in a Southwesterly direction along US Highway 82 to CR 89, thence South along CR 89 to the SE corner of Section 1, T16S, R37E; thence West along State Highway 83 to the SE corner of Section 4, T16S, R37E; thence South to CR 78; thence West along CR 78 to State Highway 483; thence South along State Highway 483 to the SE corner of Section 33, T17S, R36E; thence West to the SW corner of Section 35, T17S, R34E; thence North to State Highway 82, thence in a Northwesterly direction along State Highway 457 to the junction of CR 108; thence East following CR 108 to Section 13, T14S, R34E; thence North to the NW corner of Section 6, T14S, R35E; thence East to the point of beginning.

Lovington EMS Addendum: *legally described as follows* - Beginning at the NE corner of Section 2, Township 14 South, Range 38 East; thence South along the New Mexico/Texas State line to NM Highway 133; thence West to NM highway 132 continuing West on County Road 88 to County Road 87; thence South to the SE corner of Section 14, Township 17 South, Range 37 East; thence West to NM 483; thence South to the SE corner of Section 33, Township 17 South, Range 36 East; thence West to the Lea/Eddy County line at the SW corner of Section 31, Township 17 South, Range 32 East; thence North following the County line to the NW corner of Section 6, Township 14 South; Range 32 East; thence East to CR 457; thence South on CR 457 to CR108; thence East along CR 108 to Section 13, Township 14 South, Range 34 East; thence East to the New Mexico/Texas state line to the point of beginning.

Maljamar Fire District: Area 3 *legally described as follows* -Beginning at a point of CR 159 and the county line; thence Southeasterly along CR 159 to the junction of State Highway 457; thence Southeasterly along State Highway 457 to US Highway 82, thence South to US Highway 62/180; thence in a Southwesterly direction along US Highway 62/180 to the county line; thence North to the NW corner of Section 6 T16S, R32E; thence East to the SW corner of Section 31 T15S, R32E; thence North to the point of beginning.

Knowles Fire District: Area 4 *legally described as follows* - Beginning at the NW corner of Section 10, T17S, R36E; thence East along CR 78 to the NE corner of Section 9, T17S, R37E; thence North to State Highway 83; thence East along State Highway 83 to the NE corner of Section 12, T16S, R37E; thence North along CR 89 to US Highway 82; thence in a Northeasterly direction along US Highway 82 to the NM/Tex State line; thence South along the NM/Tex State line to a point 660 feet South of the SE corner of Section 29, T17S R39E; thence West to a point 6600 feet South of the SW corner of Section 28, T17S, R38E; thence

North to the SW corner of Section 28, T17S, R38E; thence West to the SW corner of Section 27, T17S, R36E; thence North to the point of beginning.

City of Hobbs: Area 5 *legally described as follows* - Beginning at the NW corner of Section 34, T17S, R36E; thence East to the SW corner of Section 28, T17S, R38E; thence South 660 feet; thence East to a point 660 feet South of the SE corner of Section 29, T17S, R39E; thence South along the NM/Tex state line to the SE corner of Section 5, T20S, R39E; thence West to State Highway 18; thence South along State Highway 18 to CR 45; thence West along CR 45 to the West line of Section 8, T20S, R38E; thence North to 62/180; thence West along 62/180 to the NE corner of Section 1, T19S, R37E; thence South to the SE corner of Section 12, T19S, R37E; thence West to the SW corner of Section 10, T19S, R37E; thence North to 62/180; thence West along 62/180 to State Highway 483; thence North along State Highway 483 to the SE corner of Section 28, T18S R36E; thence West to the SW corner of the SE 1/4 of Section 28; thence East to State Highway 483; thence North to the point of beginning.

Hobbs EMS Addendum: *legally described as follows* - Beginning at the Northeast corner of the Northwest 1/4 of Section 29, Township 16 S, Range 39 E. Thence West 8.5 miles to the Northwest corner of Section 25, Township 16 S, Range 37 E. Thence 5 miles South to the Northwest Corner of Section 24, Township 17 S, Range 37 E. Thence 8 miles West to the Northwest corner of Section 22, Township 17 S, Range 36 E. Thence 3 miles South along State Road 483, to the Northwest corner of Section 3, Township 18 S, Range 36 E. Thence 27 miles West to the Northwest corner of Section 6, Township 18 S, Range 32 E. Thence 17.5 miles South, along the Lea/Eddy County line, to the Southwest corner of the Northwest 1/4 of Section 31, Township 20 S, Range 32 E. Thence 43.5 miles Northeast to the Southeast corner of the Southwest 1/4 of Section 5, Township 20 S, Range 39 E. Thence 21 miles North along the New Mexico/Texas State line, to the point of beginning.

Monument Fire District: Area 6 *legally described as follows* -Beginning at the NW corner of Section 2, T18S, R34E, thence East to State Highway 483; thence South along State Highway 483 to the NE corner of the SE 1/4 of Section 28, T18S, R36E; thence West to the NW corner of the SE 1/4 of Section 28; thence South to the SW corner of the SE 1/4 of Section 28; thence East to State Highway 483; thence South along State Highway 483 to State Highway 62/180; thence East along State Highway 62/180 to the NE corner of Section 4, T19S, R37E; thence South to the NW corner of Section 16, T19S, R37E; thence East to the NE corner of Section 13, T19S, R37E; thence North to the NW corner of Section 6, T19S, R38E; thence East to the NE corner of Section 6, T19S, R38E; thence South to the SE corner of Section 31, T20S, R38E; thence West to the SW corner of Section 31, T20S, R32E; thence North to US Highway 62/180; thence in a Northeasterly direction along US Highway 62/180 to the SE corner of Section 27, T19S, R34E; thence North to the point of beginning.

City of Eunice: Area 7 *legally described as follows* - Beginning at the NW corner of Section 6, T21S, R32E; thence East to the SE corner of Section 31, T20S, R38E, thence North to CR 45, thence East along CR 45 to State Highway 18, thence North along State Highway 18 to the NW corner of Section 11, T20S, R38E; thence East to the NE corner of Section 8 T20S, R39E; thence South along the NM/Tex State line to the SE corner of Section 21, T23S, R38E; thence West to the SW corner of Section 19, T23S, R32E; thence North to the point of beginning.

City of Jal: Area 8 *legally described as follows* - Beginning at the NW corner of Section 30, T23S, R32E; thence East to the NE corner of Section 28, T23S, R38E; thence South along the NM/Tex state line to the SE

corner of Section 33, T26S, R38E; thence West along the NM/Tex state line to the SW corner of Section 31 T26S, R32E; thence North along the county line to the point of beginning.

2. Definitions

- A. For the area assigned to it, each party shall be referred to as the "*primary unit*". When another party responds to a call for assistance outside its assigned area, it shall be referred to as a "*secondary unit*".
- B. A State registered, certificated Ambulance Service is operated by the municipalities of Eunice, Hobbs, Jal, Lovington, and Tatum.
- C. A State registered, Medical Rescue Service with transport capability is operated by the Lea County, Knowles Fire Department.
- D. A State approved, Medical Rescue Service without transport capability is operated by the Lea County, Monument and Maljamar Fire Departments.
- E. A Fire /Arson Task force shall be available to all Fire Departments in Lea County. This Task Force may be activated as deemed necessary for the investigation of fires that would normally overtax the resources of an individual department. (*see addendum #3*)

3. Incident Command System

The Incident Command System shall be used on all mutual aid emergencies. (*see addendum #1*)

4. Rights and Obligations of a Primary Unit

A primary unit shall have these rights and obligations with respect to its assigned area:

- A. The right to receive all calls for its area and to be the first response to all fires and emergency medical emergencies in its area, unless specified by other interdepartmental agreements or automatic mutualaid;
- B. The right to call on the other parties to this agreement for assistance as a secondary unit;
- C. The right to select what parties to call upon for assistance, dependant upon what equipment, resources, and additional personnel is needed;
- D. The right to call upon another party to this agreement to provide standby fire/EMS protection for its own district or municipality as it commits its resources to the ongoing emergency;
- E. The right to command the cooperative firefighting/EMS effort in its area and to assign specific

tasks and objectives to a secondary unit;

- F. The right to discharge a secondary unit from an emergency scene;
- G. When responding into the assigned fire district of another department as the primary unit on EMS calls (including motor vehicle accidents), the primary unit has the obligation to immediately notify said department in order to initiate first response and provide rescue if needed. It is in the best interest of the patient(s) to receive emergency medical aid as soon as possible upon initiating a call.

5. Rights and Obligations of a Secondary Unit

In relation to the rights of a primary unit, as enunciated above, a secondary unit shall have these corresponding rights and obligations:

- A. The obligation to forward all fire/EMS calls for areas other than its own area:
 - 1) To the department responsible for the subject area, and if no adequate response, then:
 - 2) To the Lea County Sheriff's Central Dispatch Office for appropriate response.
- B. The obligation to give secondary response assistance or standby assistance when and as requested to do so by a primary unit, subject to a secondary unit's right to keep its own district or municipality adequately protected;
- C. The obligation to accept and assume the tasks assigned to it by a primary unit so long as the assignment does not unreasonably endanger the secondary unit's personnel or equipment;
- D. The obligation to depart the scene when discharged by the primary unit;
- E. The obligation to notify the primary unit when the secondary unit declines to accept the task assigned to it and when the secondary unit chooses to disengage from a cooperative effort;
- F. The right to call upon another party to this agreement to provide standby fire/EMS protection for the secondary unit's district or municipality as it commits its resources to a response in another area;
- G. The right to be released from further service by the primary unit when the secondary unit's services are no longer needed.

6. Multi-Area Fires

- A. When a primary unit and two or more secondary units are involved in firefighting the same fire and the fire burns from one area into another area, the secondary unit responsible for that area

may disengage from the cooperative firefighting effort and elect to fight that portion of the fire in its own area. The other secondary units at the scene shall remain under the command of the original primary unit unless said primary unit chooses to release said secondary unit or transfer command.

- B. When a party responds to a fire thinking it to be in its area, but discovers that it is in another party's area, the responding party shall commence the firefighting effort and notify the other party of the fire in its area. If the other party is requested to respond, it shall be obligated to respond and have the right to assume command of the firefighting effort when it arrives.
- C. When two fire departments are involved in fighting the same fire and the fire burns from one area into the other's area, the right to assume command shall reside with the primary unit into whose area the fire burned.
- D. Change in Command or Passing of Command must be clearly communicated between the incoming and out-going Officers in charge. It shall not be assumed and should be a formal transfer that shall be conducted in person and via radio communications between the Officers. The party in command shall have the obligation and responsibilities of command until command is specifically and formally passed to another.

7. **Multi Casualty Medical Response**
(see addendum #2 / to be added at a later date)

8. **Compensation and Reimbursement**

Each municipal party to this agreement will be compensated by Lea County for its firefighting services outside of its municipal boundaries pursuant to annual contract entered into under the authority of Section 4-38-5 N.M.S.A., 1978. Each party will bear its own costs and expenses in responding to fires pursuant to this agreement. Each party, however, reserves the right to make claims against the other parties to this agreement based on negligence.

9. **Chain of Command**

- A. Personnel and equipment brought to an Emergency scene by a primary unit or a secondary unit shall remain at all times under the control and direction of that primary unit or secondary unit, even when such personnel and equipment may become intermingled with personnel and equipment from other Departments. Correspondingly, no Commander from one Department shall assume or attempt to assume command of personnel and equipment from another Department.

- B. Whenever the circumstances described in paragraphs 4 and 5 above affect the Emergency activities, said activities shall be promptly and clearly communicated to the Incident Commander, either in person or by radio communication. It is the responsibility of the secondary unit or the involved office to so notify the Incident Commander, so proper management plans may be terminated, created or altered.

10. Mutual Aid within Municipal and Fire District Boundaries

Each party may call upon all other parties to this agreement to render assistance to it within its own Municipal or Fire District boundaries. In calling for assistance and in responding to such calls, the terms set forth above shall apply.

11. Good Faith

All parties will construe and abide by the provisions of this agreement in good faith.

12. Miscellaneous

This plan and agreement will continue in full force and effect as written for all those that remain a party to it. A party may withdraw by giving written notice to the County Manager, but it must do so at least 30 days prior to the withdrawal date. This plan and agreement may only be modified in writing and adopted by all those a party to it at the time the modification is proposed. Approval of this agreement by the State Fire Marshal is a condition precedent to adoption by the Lea County Board of Commissioners. This agreement is meant to be construed in a manner consistent with state law and all rules and regulations promulgated by the State Fire Marshal's office.

"Addendum #1"

3. Incident Command System

The Incident Command System shall be used on all mutual aid emergencies.

A. Establishing Command

1. The first arriving fire department member or "primary unit" shall assume command of the incident. The initial Incident Commander shall remain in command until command is transferred or the incident is stabilized and terminated.
2. The first member or "primary unit" on the scene must initiate whatever parts of the Incident Command System are needed to effectively manage the incident scene.
3. The first arriving fire department unit activates the command process by giving an initial size up report and identifying command.
4. Identifying Command: The radio designation Command will be used along with the Geographical Location of the incident. (i.e "Rose Road Command", "Highway 18 Command").
5. Should the first arriving member be a "secondary unit" they shall assume command until a "primary unit" arrives on the scene. The first arriving "primary unit" may elect to allow the "secondary unit" to remain in command if deemed necessary at that time.
6. Where two or more fire departments are operating in mutual aid at an incident scene, the State Fire Frequency should be designated as the primary command channel.
7. On smaller incident scenes, the Incident Commander may elect for all units to operate on the State Fire Frequency.

8. On larger incident scenes where it is necessary to utilize sector assignments, the Incident Commander may elect to allow units operating in a sector (under the direction of a Sector Officer) to use their departments operations frequency with the Sector Officer reporting to the Incident Commander on the State Fire Frequency. This is assuming a sector will be manned with personnel and equipment from the same department.
9. The Command Post location as well as any staging areas shall be elected and announced to all units arriving on the incident scene.

B. Transfer of Command

1. The first arriving fire department member or "primary unit" arriving on the scene will automatically assume command.
2. Later arriving, higher ranking officers may choose to assume command, or assume advisor positions.
3. The officer assuming command will communicate with the person being relieved by radio or face-to-face. Face-to-face is the preferred method to transfer command.
4. The person being relieved of command will brief the officer assuming command concerning pertinent information about the incident scene.
5. The person being relieved of command will be assigned to best advantage by the officer assuming command.
6. Command shall not be passed to an officer who is not on the scene.
7. The arrival of a ranking officer on the incident scene does not mean that command has been transferred to that officer. Command is only transferred when the outlined transfer of command process has been completed.
8. The Incident Commander has complete authority and responsibility for the incident scene.

C. Incident Command Structure

1. The Incident Commander must initiate whatever parts of the Incident Command System are needed to effectively manage the incident scene.

2. The Incident Commander may elect to assign personnel to any or all of the following parts of the Incident Command System Staff.
 - a. Operations
 - b. Planning
 - c. Logistics
 - d. Finance/Administration
 - e. Information
 - f. Safety
 - g. Liaison
3. The Incident Commander is responsible for any command function that is not assigned to other personnel on scene. Depending on the size of the incident all of the command functions may not be needed.
4. On larger incident scenes, it may be necessary to assign equipment and personnel to sectors (i.e. Fire, EMS, North, West or Extrication Sectors).
5. For incident scenes involving Ground Cover Fires it is recommended to identify sectors using Compass Directional Assignments. (i.e. North, South, East and West Sectors).
6. For Structure Fires where the incident has an odd geographical layout-not obvious north, south east and west-the front of the building is designated "Sector A" and the remaining sides are given a radio designation of B, C and D in a Clockwise manner. "Sector A" will always indicate the front of the building.

"Addendum #2"

7. **Multi Casualty Medical Response**

(To be added later)

"Addendum # 3"

2. **Definitions**

E. **Fire / Arson Task Force**

This document authorizes the formation of a permanent Task Force consisting of members of the Lea County Fire Departments, (paid and volunteer). This Task Force may be activated as deemed necessary for the investigation of fires that would normally overtax the resources of an individual department. The Task Force is also authorized to meet as deemed necessary to train it's members in the different aspects of fire / arson investigation. Membership shall also be open to law enforcement entities operating within Lea County.

- Purpose Statement - The Lea County Fire / Arson Task Force will bring together emergency responders within the County for the purpose of educating it's members in fire cause determination and arson investigation. A goal of the group will be to reduce dollar loss through arson prevention and control. Current resources will be pooled in an effort to maximize the use of individual expertise at fire scenes in Lea County, in order to provide quality cause and origin determination, as well as arson investigation when necessary. Training will be provided by State and Nationally certified fire investigators in the aforementioned areas.

IN WITNESS WHEREOF, each party undersigned has entered into this agreement on the date indicated by its duly authorized representative.

Shane Overton 9-14-2000
Shane Overton, Fire Chief Date
Eunice Fire Department

Richard L. Overton 9-12-00
~~Don Reese~~, Mayor Date
City of Eunice

Andy Graham 5-3-00
Andy Graham, Fire Chief Date
Hobbs Fire Department

Jimmy Woodfin 5-15-00
Jimmy Woodfin, Mayor Date
City of Hobbs

Ronnie Walls 8/27/00
Ronnie Walls, Fire Chief Date
Jal Fire Department

Mary C. Ekins Aug 14, 2000
Mary C. Ekins, Mayor Date
City of Jal

Iona Kemp 8-17-00
Iona Kemp, Service Director Date
City of Jal Ambulance Service

Perry Williams 09/14/00
Perry Williams, Fire Chief Date
Lovington Fire Department

Troy L. Harris 9-15-00
Troy L. Harris, Mayor Date
City of Lovington

Phillip Jones 09-15-2000
Phillip Jones, Fire Chief Date
Tatum Fire Department

Betty C. Rickman 9-15-2000
Betty C. Rickman, Mayor Date
City of Tatum

Sandy Webb 9/14/00
Sandy Webb, Fire Chief Date
Monument Fire Department

Jimmy Wilbanks 9-15-00
Jimmy Wilbanks, Fire Chief Date
Maljamar Fire Department

John Farmer 9-14-00
John Farmer, Fire Chief Date
Knowles Fire Department

Dennis Holmberg 10/4/00
Dennis Holmberg, County Manager Date
County of Lea



EMS ANNUAL SERVICE REPORT
Fiscal Year 2021
Due Date
January 24, 2020

Submit to:
 EMS Bureau
 1301 Siler Rd Bldg. F
 Santa Fe, NM 87507
 Attn: Ann Martinez
 505-476-8233

Service Name:	Hobbs Municipal Ambulance Service <i>(EMS Service)</i>
----------------------	---

Mailing Address:	301 East White <i>(Mailing Address)</i>			
	Hobbs <i>(City)</i>	NM <i>(State)</i>	88240 <i>(Zip)</i>	 <i>(+4)</i>
Contact Person:	Barry Young <i>(Name)</i>		Deputy Fire Chief <i>(Title)</i>	
	575-397-9308 <i>(Business Phone)</i>	575-397-9311 <i>(Emergency Phone)</i>	575-397-9331 <i>(Fax)</i>	byoung@hobbsnm.org <i>(Email)</i>
Administration:	City of Hobbs <i>(County or Municipality)</i>			
	200 East Broadway <i>(Mailing Address)</i>			
	Hobbs <i>(City)</i>	NM <i>(State)</i>	88240 <i>(Zip)</i>	 <i>(+4)</i>
Contact Person:	Toby Spears <i>(Name)</i>		Finance Director <i>(Title)</i>	
	575-397-9235 <i>(Phone)</i>	575-397-9257 <i>(Fax)</i>	tspears@hobbsnm.org <i>(Email)</i>	
EMS Region:	<input type="checkbox"/> Region I	<input type="checkbox"/> Region II	<input checked="" type="checkbox"/> Region III	

Physical Location of Ambulance/Medical Rescue Facility(s)				
Location #1				
Name of Facility:	Hobbs Fire Department Station #1			
Street Address:	N 32 41 54.3 <i>Latitude</i>		W 103 08 009 <i>Longitude</i>	
	301 East White			
Street Address:	Hobbs <i>(City)</i>	NM <i>(State)</i>	88240 <i>(Zip)</i>	 <i>(+4)</i>
Location #2				
Name of Facility:	Hobbs Fire Department Station #2			
Street Address:	N 32 43 50 <i>Latitude</i>		W 103 07 383 <i>Longitude</i>	
	2300 North Jefferson			
Street Address:	Hobbs <i>(City)</i>	NM <i>(State)</i>	88240 <i>(Zip)</i>	 <i>(+4)</i>
	<i>(use additional location sheets as needed)</i>			

Service Name:	Hobbs Municipal Ambulance Service <i>(EMS Service)</i>
---------------	---

SERVICE INFORMATION			
Type of Service <i>(Check Only One)</i>		Affiliation Type <i>(Check Primary Affiliation Only)</i>	
<input checked="" type="checkbox"/> Certified PRC Ambulance		<input type="checkbox"/> Private for-profit with County or Municipal contract	
<input checked="" type="checkbox"/> PRC Certification #: 12327		<input type="checkbox"/> Private non-profit with County or municipal contract	
<input type="checkbox"/> Certified Medical/Rescue Service (Non-transport)		<input checked="" type="checkbox"/> Fire department based	
<input type="checkbox"/> Certified Medical/Rescue Service (Transport capable)		<input type="checkbox"/> Law enforcement or Department of Public Safety based	
<input type="checkbox"/> Medical Rescue Certification #: _____		<input type="checkbox"/> Clinic based	
<input type="checkbox"/> Emergency Medical Dispatch Agency		<input type="checkbox"/> Hospital based	
<input type="checkbox"/> Special Event(s) Agency		<input type="checkbox"/> County based	
<input type="checkbox"/> Air Ambulance with County or Municipal contract		<input type="checkbox"/> Municipality based	
<input type="checkbox"/> Other (please specify): _____		<input type="checkbox"/> Tribal	
		<input type="checkbox"/> Other (please specify): _____	
# Years in Operation: 51			
EMS Calls		Local Receiving Hospital(s)	
Received By <i>(mark one)</i>	Dispatched by <i>(mark one)</i>	Lea Regional Medical Center	
<input type="checkbox"/> Basic 911	<input type="checkbox"/> Ambulance Service	<input checked="" type="checkbox"/> Central Dispatch	
<input checked="" type="checkbox"/> Enhanced 911	<input type="checkbox"/> Fire Department	<input checked="" type="checkbox"/> Dispatch Location:	
<input type="checkbox"/> Local phone	<input type="checkbox"/> Law Enforcement	Lea County Communi	

EMERGENCY MEDICAL SERVICES PERSONNEL							
LICENSED NUMBER OF PERSONNEL BY TRAINING LEVEL							
License Level	<u>Paid</u> Indicate # full-time and part-time employees		Volunteer*	License Level	<u>Paid</u> Indicate # full-time and part-time employees		Volunteer*
	FTE	PTE			FTE	PTE	
EMS First Responder				EMD Instructor			
EMT Basic	6			Nurse			
EMT Intermediate	41			Physician			
Paramedic	16			Driver			
Emergency Medical Dispatcher				Other:	12 - In Train		
*Volunteer may include those paid by the run or other non-salary arrangement							

Service Name:	Hobbs Municipal Ambulance Service <i>(EMS Service)</i>
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VEHICLE PREVENTATIVE MAINTENANCE PROGRAM

Do you have a vehicle preventative maintenance program in place? Yes No

If yes, please attach a copy of your program

Indicate the frequency of vehicle inspections: Daily Weekly Monthly Quarterly

Attach a copy of your annual safety inspection for all units if you are a PRC certificated service.

OPERATIONS PLAN

Please provide information on the operations plan for your service.

Do you have an operations plan? Yes No

Are operational and medical protocols included in the operations plan? Yes No

What was the effective date of your operations plan? 1/1/2019

Please provide a map of the coverage area for your service

QUALITY ASSURANCE REVIEW

Do you have an internal quality assurance/improvement mechanism in place? Yes No

If yes, please attach a brief description.

Indicate the dates of this year's quality assurance review activities.

Reviews are conducted: Daily Weekly Monthly Quarterly Annually

DATES OF REVIEWS

DATE	DATE	DATE	DATE	DATE
01/01/19	02/01/19	03/01/19	04/01/19	05/01/19
06/01/19	07/01/19	08/01/19	09/01/19	10/01/19
11/01/19	12/01/19			

PEDIATRIC EMERGENCY CARE COORDINATOR (PECC)

RESPONSES TO THE FOLLOWING ARE MANDATORY. FAILURE TO ANSWER WILL RESULT IN AN INCOMPLETE REPORT

A PECC is an individual(s) who is responsible for coordinating pediatric specific activities to include education, training and equipment. NHTSA and HRSA have established benchmarks to have a PECC in 90% of EMS services by 2026.

Which one of the following statements best describes your agency?

- We have a designated PECC.
- We do not have a designated PECC.
- We do not currently have a PECC but have a plan to add this role in the next year.
- We do not currently have a PECC but would be interested in adding this role.

If you plan to add or are interested in adding a PECC, when would it be implemented:

6 months 1 year 2-3 years Undetermined

If you indicated that you have a PECC, please provide their contact information:

Name: _____

Email: _____ Phone: _____

Hobbs Fire Department Stations

Hobbs Fire Department Station #3
N 32 44 29.9 W 103 09 29
1717 W. Joe Harvey
Hobbs, NM 88240

Hobbs Fire Department Station #4
N 32 76 93.8 W 103 18 51
3710 College Lane
Hobbs, NM 88240

NAME	LEVEL	NUMBER	EXPIRATION	EVOC	PAID
Able, Hayden	EMT-P	09000353	3/31/2020	10/10/2019	X
Akin, Keith	EMT-P	00019696	3/31/2020	10/10/2019	X
Alarcon, Antonio	AEMT	18000136	3/31/2021	10/11/2019	X
Alejo, Anthony	In Training			10/11/2019	X
Aleman, Adrian	In Training			10/21/2019	X
Armijo, Mark	AEMT	03000490	3/31/2021	10/10/2019	X
Avila, Noa	AEMT	09001584	3/31/2020	10/10/2019	X
Ayala, Marcus	EMT-B	17000718	3/31/2020	10/10/2019	X
Bilano, Jonathan	AEMT	09000695	3/31/2021	10/10/2019	X
Brown, Brandon	In Training			10/7/2019	X
Brown, Maxey	EMT-P	02000889	3/31/2021	10/10/2019	X
Carter, Rebecca	AEMT	14000275	3/31/2020	10/8/2019	X
Cervantes, Jessica	AEMT	15000061	3/31/2021	10/10/2019	X
Clark Jr., Matthew	AEMT	13000343	3/31/2020	10/10/2019	X
Cochran, Lloyd	AEMT	17000220	3/31/2021	10/10/2019	X
Contreras, Juan	AEMT	16000227	3/31/2020	10/8/2019	X
Cox, Derek	EMT-P	12000874	3/31/2021	10/8/2019	X
Creed, Lonnie	AEMT	14000568	3/31/2020	10/11/2019	X
Davis, Chris	AEMT	00024628	3/31/2021	10/11/2019	X
Doporto, Mark	AEMT	090001586	3/13/2021	10/8/2019	X
Downing, Leroy	EMT-P	00015721	3/31/2020	10/8/2019	X
Edwards, Cutter	EMT-B	18000193	3/31/2020	10/10/2019	X
Enriquez, Adrian	AEMT	02000137	3/31/2020	10/11/2019	X
Garcia, Mark	AEMT	09001525	3/13/2021	10/8/2019	X
Goodrum, Charles	In Training			10/7/2019	X
Gomez, Manuel	Training			10/10/2019	X
Grandi, Jonathan	AEMT	07001689	3/31/2020	10/10/2019	X
Haines, Lee	EMT-P	07000183	3/31/2021	10/11/2019	X
Hammond, Joshua	EMT-B	19000563	3/31/2022	10/8/2019	X
Hansen, Kerek	AEMT	18000678	3/31/2022	10/11/2019	X
Hawkins, Victor	EMT-B	19000034	3/31/2021	10/11/2019	X
Headley, Jordan	AEMT	18000138	3/31/2021	10/11/2019	X
Henry, Chris	EMT-P	04002027	3/31/2020	10/11/2019	X
Herrera, Ryan	AEMT	09001587	3/31/2020	10/11/2019	X
Ingley, Tanner	EMT-B	18000002	3/31/2020	10/8/2019	X
Inman, Ryan	EMT-P	09001582	3/31/2021	10/8/2019	X
Juarez, Jaime	In Training			10/21/2019	X
Ledezma, Rebeca	AEMT	16000171	3/31/2022	10/10/2019	X
Lerma, Victoria	AEMT	10001099	3/31/2020	10/11/2019	X
Lizama, Latasha	AEMT	18000602	3/31/2022	10/8/2019	X
Marinovich, Adam	AEMT	14000133	3/31/2021	10/8/2019	X
Marquez, Ralph	AEMT	07000810	3/31/2020	10/11/2019	X
Marshall, James	AEMT	00016937	3/31/2021	10/11/2019	X
Meyers, Joseph	EMT-P	05000357	3/31/2021	10/10/2019	X
Miller, Trace	AEMT	17000281	3/31/2022	10/10/2019	X
Moody, John	AEMT	02000140	3/31/2020	10/8/2019	X
Moody, Whitney	AEMT	13000148	3/31/2021	10/10/2019	X
Murphy, Braxton	AEMT	18000702	3/31/2022	10/8/2019	X
Nash, Mike	AEMT	00012936	3/31/2020	10/10/2019	X
Nash, Zach	EMT-P	08000555	3/31/2020	10/11/2019	X
Nelson, Michael	AEMT	04001583	3/31/2021	10/10/2019	X

Hobbs Fire Department Emergency Response Units

7 – ALS EMS Units

4 – Class A Pumpers (1 is a Rescue/Pumper)

65' Aerial Pumper

100' Platform Aerial Pumper

3 – Brush Trucks

1 – Rescue Truck

1 – Tanker

Hazardous Materials Response Vehicle

Hazardous Materials Decon Unit

Scene Command Unit

Battalion Chief Response Vehicle

Hobbs Fire Department Vehicle Preventative Maintenance

The Hobbs Fire Department has a biweekly preventative maintenance program in place. Each apparatus goes through a thorough bumper to bumper inspection every two weeks. If a vehicle is in need of repair, it is sent to our city garage and the city mechanics make repairs which they are able. If the problem with the vehicle is beyond their knowledge, it will be sent to the closest dealership for repairs to be made. All maintenance logs are kept at city garage and also in our Capers program.

RECORD OF ANNUAL INSPECTION

(49 CFR, 396. 17-23)

Prepare Separate Report for Each Vehicle Inspected

DATE
2-11-2019
D0364750

COMPANY NAME <u>City of Hobbs</u>			VEHICLE TYPE <input checked="" type="checkbox"/> TRUCK <input type="checkbox"/> TRACTOR <input type="checkbox"/> TRAILER <input type="checkbox"/> CONVERTER <input type="checkbox"/> DOLLY		
STREET ADDRESS <u>200 E. Broadway</u>			VEHICLE MAKE <u>Ford</u>		MODEL <u>(E Series Ambulance)</u>
CITY <u>Hobbs</u>			YEAR <u>17</u>		STATE <u>NM</u>
ZIP <u>88240</u>			VEHICLE IDENTIFICATION (Company No., State Tag No. or VIN) <u>1FDXE4F56HDC62945</u>		
INSPECTOR'S NAME (Please Print) <u>Scott F. Lohr</u>				EMPLOYEE NO. <u>001</u>	

REPORT OF CONDITION (For Detailed Information on Inspection Procedures see FMCSR Section 396, Appendix G)

	OK	REPAIR		OK	REPAIR		OK	REPAIR		OK	REPAIR
BRAKES	<u>OK</u>		EXHAUST	<u>OK</u>		STEERING	<u>OK</u>		FRAME	<u>OK</u>	
Adjustment	<u>OK</u>		Leaks	<u>OK</u>		Adjustment	<u>OK</u>		Members	<u>OK</u>	
Mechan. Compon.	<u>OK</u>		Placement	<u>OK</u>		Column/Gear	<u>OK</u>		Clearance	<u>OK</u>	
Drum/Rotor	<u>OK</u>		LIGHTING	<u>OK</u>		Axle	<u>OK</u>		TIRES	<u>OK</u>	
Hose/Tubing	<u>OK</u>		Headlights	<u>OK</u>		Linkage	<u>OK</u>		Tread	<u>OK</u>	
Lining	<u>OK</u>		Tail/Stop	<u>OK</u>		Power Steering	<u>OK</u>		Inflation	<u>OK</u>	
Low Air Warning	<u>OK</u>		Clearance/Marker	<u>OK</u>		Other	<u>OK</u>		Damage	<u>OK</u>	
Trailer Air Supply	<u>OK</u>		Identification	<u>OK</u>		FUEL SYSTEM	<u>OK</u>		Other	<u>NA</u>	
Compressor	<u>OK</u>		Reflectors	<u>OK</u>		Tank(s)	<u>OK</u>				
Parking Brakes	<u>OK</u>		Other	<u>NA</u>		Lines	<u>OK</u>		WHEELS/RIM	<u>OK</u>	
Other	<u>NA</u>		CAB/BODY	<u>OK</u>		SUSPENSION	<u>OK</u>		Fasteners	<u>OK</u>	
COUPLERS	<u>NA</u>		Access	<u>OK</u>		Springs	<u>OK</u>		Disc/Spoke	<u>OK</u>	
Fifth-Wheel & Mount	<u>NA</u>		Eqpt./Load Secure	<u>OK</u>		Attachments	<u>NA</u>		WINDSHIELD	<u>OK</u>	
Pin/Upper Plate	<u>NA</u>		Tie-Downs	<u>OK</u>		Sliders	<u>NA</u>		WINDSHLD. WIP.	<u>OK</u>	
Pintle-Hook/Eye	<u>NA</u>		Headerboard	<u>NA</u>		MIRRORS	<u>OK</u>				
Safety Chain(s)	<u>NA</u>		Other	<u>NA</u>							

REMARKS Medic #1 Unit # 1709

Certification: This vehicle has passed all the inspection items for the annual vehicle inspection in accordance with 49 CFR Part 396.

QUALIFIED INSPECTOR'S SIGNATURE Scott F. Lohr DATE 2-11-2019

RECORD OF ANNUAL INSPECTION

(49 CFR, 396.17-23)

Prepare Separate Report for Each Vehicle Inspected

DATE
2-4-2019
D0364752

COMPANY NAME <u>City of Hobbs</u>			VEHICLE TYPE <input checked="" type="checkbox"/> TRUCK <input type="checkbox"/> TRACTOR <input type="checkbox"/> TRAILER <input type="checkbox"/> CONVERTER <input type="checkbox"/> DOLLY		
STREET ADDRESS <u>200 E. Broadway</u>			VEHICLE MAKE <u>Chevy</u>		MODEL <u>4500</u>
CITY <u>Hobbs</u>			STATE <u>NM</u>		YEAR <u>10/15</u>
ZIP <u>88240</u>			VEHICLE IDENTIFICATION (Company No., State Tag No. or VIN) <u>1GB6G4CL7G1140896</u>		
INSPECTOR'S NAME (Please Print) <u>Scott Fulcher</u>				EMPLOYEE NO. <u>001</u>	

REPORT OF CONDITION (For Detailed Information on Inspection Procedures see FMCSR Section 396, Appendix G)

	OK	REPAIR		OK	REPAIR		OK	REPAIR		OK	REPAIR
BRAKES	OK		EXHAUST	OK		STEERING	OK		FRAME	OK	
Adjustment	OK		Leaks	OK		Adjustment	OK		Members	OK	
Mechan. Compon.	OK		Placement	OK		Column/Gear	OK		Clearance	OK	
Drum/Rotor	OK		LIGHTING	OK		Axle	OK		TIRES	OK	
Hose/Tubing	OK		Headlights	OK		Linkage	OK		Tread	OK	
Lining	OK		Tail/Stop	OK		Power Steering	OK		Inflation	OK	
Low Air Warning	NA		Clearance/Marker	OK		Other	NA		Damage	OK	
Trailer Air Supply	NA		Identification	OK		FUEL SYSTEM	OK		Other	NA	
Compressor	NA		Reflectors	OK		Tank(s)	OK		WHEELS/RIM	OK	
Parking Brakes	OK		Other	NA		Lines	OK		Fasteners	OK	
Other	NA		CAB/BODY	OK		SUSPENSION	OK		Disc/Spoke	OK	
COUPLERS	NA		Access	OK		Springs	OK		WINDSHIELD	OK	
Fifth-Wheel & Mount	NA		Eqpt./Load Secure	OK		Attachments	NA		WINDSHLD. WIP.	OK	
Pin/Upper Plate	NA		Tie-Downs	OK		Sliders	NA				
Pintle-Hook/Eye	NA		Headerboard	NA		MIRRORS	OK				
Safety Chain(s)	NA		Other	NA							

REMARKS Medic #2 UNIT# 1657
G99092 NM

Certification: This vehicle has passed all the inspection items for the annual vehicle inspection in accordance with 49 CFR Part 396.

QUALIFIED INSPECTOR'S SIGNATURE Scott Fulcher DATE 2-4-2019

RECORD OF ANNUAL INSPECTION

(49 CFR, 396.17-23)

Prepare Separate Report for Each Vehicle Inspected

DATE

2-4-2019

D0364751

COMPANY NAME City of Hobbs			VEHICLE TYPE <input checked="" type="checkbox"/> TRUCK <input type="checkbox"/> TRACTOR <input type="checkbox"/> TRAILER <input type="checkbox"/> CONVERTER DOLLY		
STREET ADDRESS 200 East Broadway			VEHICLE MAKE Chevy		MODEL 4500
CITY Hobbs, NM		STATE NM	ZIP 88240		YEAR 9/15
INSPECTOR'S NAME (Please Print) Scott Hulett				EMPLOYEE NO. 001	
VEHICLE IDENTIFICATION (Company No., State Tag No. or VIN) 1GBLG4CL9G1145386					

REPORT OF CONDITION (For Detailed Information on Inspection Procedures see FMCSR Section 396, Appendix G)

	OK	REPAIR		OK	REPAIR		OK	REPAIR		OK	REPAIR
BRAKES	OK		EXHAUST	OK		STEERING	OK		FRAME	OK	
Adjustment	OK		Leaks	OK		Adjustment	OK		Members	OK	
Mechan. Compon.	OK		Placement	OK		Column/Gear	OK		Clearance	OK	
Drum/Rotor	OK		LIGHTING	OK		Axle	OK		TIRES	OK	
Hose/Tubing	OK		Headlights	OK		Linkage	OK		Tread	OK	
Lining	OK		Tail/Stop	OK		Power Steering	OK		Inflation	OK	
Low Air Warning	NA		Clearance/Marker	OK		Other	OK		Damage	OK	
Trailer Air Supply	NA		Identification	OK		FUEL SYSTEM	OK		Other	NA	
Compressor	NA		Reflectors	OK		Tank(s)	OK		WHEELS/RIM	OK	
Parking Brakes	OK		Other	NA		Lines	OK		Fasteners	OK	
Other	NA		CAB/BODY	OK		SUSPENSION	OK		Disc/Spoke	OK	
COUPLERS	NA		Access	OK		Springs	OK		WINDSHIELD	OK	
Fifth-Wheel & Mount	NA		Eqpt./Load Secure	OK		Attachments	NA		WINDSHLD. WIP.	OK	
Pin/Upper Plate	NA		Tie-Downs	OK		Sliders	NA				
Pin/Upper Plate	NA		Headerboard	NA		MIRRORS	OK				
Pin/Upper Plate	NA		Other	NA							
Safety Chain(s)	NA										

REMARKS **Medic #3 unit # 1658**

Certification: This vehicle has passed all the inspection items for the annual vehicle inspection in accordance with 49 CFR Part 396.

QUALIFIED INSPECTOR'S SIGNATURE Scott Hulett

DATE 2-4-2019

APPLY LABEL TO A CLEAN, DRY SURFACE. USE WITH AN OVERLAMINATE (221-SN) TO IMPROVE DURABILITY UNDER NORMAL WEATHER CONDITIONS.

AN INDELIBLE INK MARKER IS RECOMMENDED FOR USE WHEN FILLING OUT THE LABEL. INDELIBLE INK IS PERMANENT AND WILL NOT WASH OFF, BUT MAY FADE DUE TO EXPOSURE TO ULTRAVIOLET LIGHT OVER TIME. CAREFUL DISCRETION IS ADVISED REGARDING APPLICATION OF LABEL TO AN AREA NOT EXPOSED TO EXCESSIVE ULTRAVIOLET LIGHT AND/OR ELEMENTS AND IT IS RECOMMENDED THAT THE READABILITY OF THE LABEL BE CHECKED PERIODICALLY.

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401-FC-02 3136
(Rev. 6/10)

FEDERAL ANNUAL INSPECTION

THIS VEHICLE HAS PASSED AN ANNUAL INSPECTION
CONDUCTED IN ACCORDANCE WITH 49 CFR, PART 396, FMCSR

MONTH 2-4-2019	YEAR 2019	D0364751
VEHICLE ID (Company No.) #1658	TAG G99093	STATE/TAG NO. OR VIN JIN G1145386

LOCATION OF RECORDS:

Company City of Hobbs
Street Address 200 E Broadway
City, State, Zip Hobbs, NM 88240

DATE

2-15-2019

RECORD OF ANNUAL INSPECTION

(49 CFR, 396. 17-23)

Prepare Separate Report for Each Vehicle Inspected

D0364747

COMPANY NAME City of Hobbs			VEHICLE TYPE <input checked="" type="checkbox"/> TRUCK <input type="checkbox"/> TRACTOR <input type="checkbox"/> TRAILER <input type="checkbox"/> CONVERTER <input type="checkbox"/> DOLLY		
STREET ADDRESS 200 E. Broadway			VEHICLE MAKE Chevy		MODEL 4500 Ambulance
CITY Hobbs	STATE NM	ZIP 88240	VEHICLE IDENTIFICATION (Company No., State Tag No. or VIN) 1GBLGUC LXG 1144 568		
INSPECTOR'S NAME (Please Print) Josh Fisher				EMPLOYEE NO. 101	

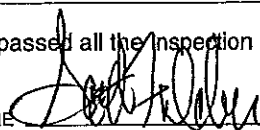
REPORT OF CONDITION (For Detailed Information on Inspection Procedures see FMCSR Section 396, Appendix G)

	OK	REPAIR		OK	REPAIR		OK	REPAIR		OK	REPAIR
BRAKES	OK		EXHAUST	OK		STEERING	OK		FRAME	OK	
Adjustment	OK		Leaks	OK		Adjustment	OK		Members	OK	
Mechan. Compon.	OK		Placement	OK		Column/Gear	OK		Clearance	OK	
Drum/Rotor	OK		LIGHTING	OK		Axle	OK				
Hose/Tubing	OK		Headlights	OK		Linkage	OK		TIRES	OK	
Lining	OK		Tail/Stop	OK		Power Steering	OK		Tread	OK	
Low Air Warning	OK		Clearance/Marker	OK		Other	OK		Inflation	OK	
Trailer Air Supply	OK		Identification	OK		FUEL SYSTEM	OK		Damage	OK	
Compressor	OK		Reflectors	OK		Tank(s)	OK		Other	OK	
Parking Brakes	OK		Other	OK		Lines	OK				
Other	OK								WHEELS/RIM	OK	
			CAB/BODY	OK		SUSPENSION	OK		Fasteners	OK	
COUPLERS	OK		Access	OK		Springs	OK		Disc/Spoke	OK	
Fifth-Wheel & Mount	OK		Eqpt./Load Secure	OK		Attachments	OK				
Pin/Upper Plate	OK		Tie-Downs	OK		Sliders	OK		WINDSHIELD	OK	
Pintle-Hook/Eye	OK		Headerboard	OK							
Safety Chain(s)	OK		Other	OK		MIRRORS	OK		WINDSHLD. WIP.	OK	

REMARKS Medic #5 Unit # 11656

Certification: This vehicle has passed all the inspection items for the annual vehicle inspection in accordance with 49 CFR Part 396.

QUALIFIED INSPECTOR'S SIGNATURE



DATE

2-15-2019

RECORD OF ANNUAL INSPECTION

(49 CFR, 396. 17-23)

Prepare Separate Report for Each Vehicle Inspected

DATE

3-12-2019

D0364757

COMPANY NAME <i>City of Hobbs</i>			VEHICLE TYPE <input checked="" type="checkbox"/> TRUCK <input type="checkbox"/> TRACTOR <input type="checkbox"/> TRAILER <input type="checkbox"/> CONVERTER <input type="checkbox"/> DOLLY		
STREET ADDRESS <i>200 E. Broadway</i>			VEHICLE MAKE <i>Chevy</i>		MODEL <i>4500</i>
CITY <i>Hobbs</i>			STATE <i>NM</i>		YEAR <i>11/13</i>
ZIP <i>88240</i>			VEHICLE IDENTIFICATION (Company No., State Tag No. or VIN) <i>1GBLG5CL3E1141000</i>		
INSPECTOR'S NAME (Please Print) <i>Sarah Fulcher</i>				EMPLOYEE NO. <i>001</i>	

REPORT OF CONDITION (For Detailed Information on Inspection Procedures see FMCSR Section 396, Appendix G)

	OK	REPAIR		OK	REPAIR		OK	REPAIR		OK	REPAIR
BRAKES	OK		EXHAUST	OK		STEERING	OK		FRAME	OK	
Adjustment	OK		Leaks	OK		Adjustment	OK		Members	OK	
Mechan. Compon.	OK		Placement	OK		Column/Gear	OK		Clearance	OK	
Drum/Rotor	OK		LIGHTING	OK		Axle	OK		TIRES	OK	
Hose/Tubing	OK		Headlights	OK		Linkage	OK		Tread	OK	
Lining	OK		Tail/Stop	OK		Power Steering	OK		Inflation	OK	
Low Air Warning	NA		Clearance/Marker	OK		Other	NA		Damage	NA	
Trailer Air Supply	NA		Identification	OK		FUEL SYSTEM	OK		Other	NA	
Compressor	NA		Reflectors	OK		Tank(s)	OK				
Parking Brakes	OK		Other	NA		Lines	OK		WHEELS/RIM	OK	
Other	NA		CAB/BODY	OK		SUSPENSION	OK		Fasteners	OK	
COUPLERS	NA		Access	OK		Springs	OK		Disc/Spoke	NA	
Fifth-Wheel & Mount	NA		Eqpt./Load Secure	OK		Attachments	NA		WINDSHIELD	OK	
Pin/Upper Plate	NA		Tie-Downs	OK		Sliders	NA				
Pintle-Hook/Eye	NA		Headerboard	NA		MIRRORS	OK		WINDSHLD. WIP.	OK	
Safety Chain(s)	NA		Other	NA							

REMARKS *Medic #6 Unit # 1558 (1GBLG5CL3E1141000)*
Random GNC check out record diff (3-26-19) (frn + bh 3-29-19)

Certification: This vehicle has passed all the inspection items for the annual vehicle inspection in accordance with 49 CFR Part 396.

QUALIFIED INSPECTOR'S SIGNATURE *Sarah Fulcher*

DATE *3-12-2019*

Medic 7

FEDERAL ANNUAL INSPECTION

THIS VEHICLE HAS PASSED AN ANNUAL INSPECTION
CONDUCTED IN ACCORDANCE WITH 49 CFR, PART 396, FMCSR

D0364755

MONTH YEAR
4-5-2019

VEHICLE ID (Company No.)
1557

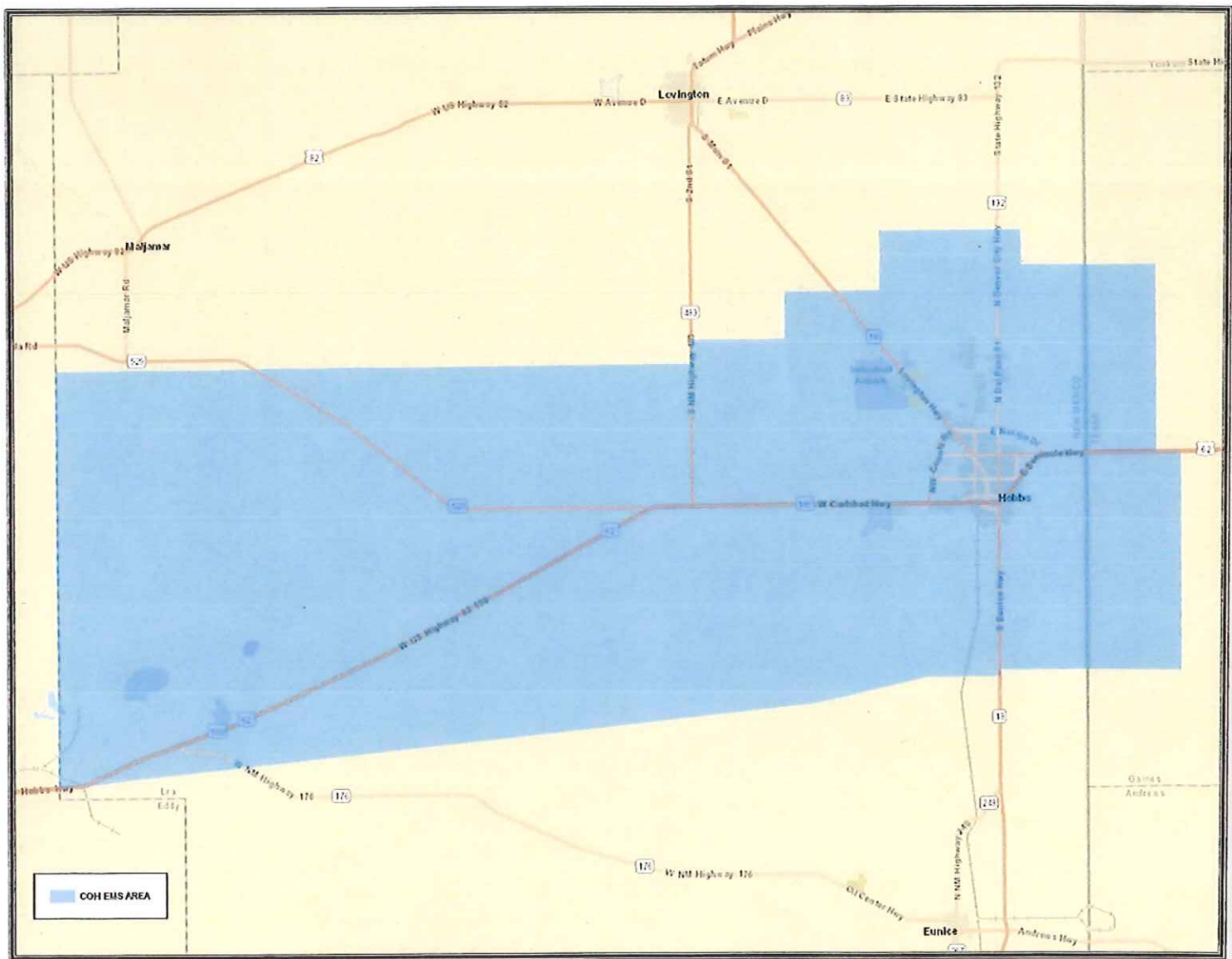
NM GOV STATE/TAG NO. OR VIN
G921031 E1141122

LOCATION OF RECORDS:

Company City of Hobbs

Street Address 200 E. Broadway

City, State, Zip Hobbs, NM 88240



Hobbs Fire Department

Quality Assurance Program

The Hobbs Fire Department has contracted to Shelley Cooley, Registered Flight Nurse from Native Air to initiate the QA/QI process for the fire department. The reports are reviewed on a daily basis by Shelley, and QA/QI notes are made to each individual when necessary. All providers receive a QA/QI note from Shelley Cooley, and the note is also sent to the Deputy Chief of the Department. The Medical Director for the department is copied into any QA note where there is a question of protocols and/or medication usage.

Follow up on these QA notes is completed by the Deputy Fire Chief at this time. Personnel are required to follow up on any QA not from Shelley Cooley or the department. The Battalion Chief's from each shift are made aware of any issues with their personnel regarding EMS Activities. The department holds a monthly QA/QI meeting with each shift to discuss any issues which were made apparent throughout the process. Training needs are identified throughout this whole process, and subsequent training sessions are held with each shift.



CITY OF HOBBS

COMMISSION STAFF SUMMARY FORM

MEETING DATE: January 21, 2020

SUBJECT: Resolution Adopting Budgetary Adjustment #2 for the Fiscal Year 2019-2020
DEPT. OF ORIGIN: Finance Department
DATE SUBMITTED: January 14, 2020
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 #2 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

Total revenues increase by \$6,829,904.00 and total expenditures increase by \$1,389,039.00 providing a budgeted ending cash balance of \$72,197,710.59 for all funds and a general fund reserve of 35%.

This Budget Adjustment Request also include cash transfers between funds.

Attachments:

- Budget Cash Balance Sheet
- Budgeted Adjustments Detail
- Resolution approving Budget Adjustment for the fiscal year 2019-2020

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: _____
File No. _____
Denied

CITY OF HOBBS

RESOLUTION NO. 6895

BUDGETARY ADJUSTMENT #2

FISCAL YEAR 2019-2020

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 \$1,389,039.00, and increases to revenues in the amount of \$6,829,904.00; and

WHEREAS, included in this budgetary adjustment are transfers between accounts that do not affect the cash balance as well as cash transfers between funds;

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 January, 2020

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

**City of Hobbs BAR #2
FY20 Fund Summary**

	Beginning Cash from 06/30/19	Total Revenue	Interfund Transfer	Total Expenditures	Ending Cash
1 GENERAL	75,356,708.84	76,474,270.77	(7,303,473.38)	107,216,563.08	37,310,943.15
2 LAND ACQUISITION	349,146.16	100,000.00	-	100,000.00	349,146.16
General Fund Subtotal	75,705,855.00	76,574,270.77	(7,303,473.38)	107,316,563.08	37,660,089.31
11 LOCAL GOV CORR	701,933.24	192,500.00	-	709,040.01	185,393.23
12 POLICE PROTECTION	68,969.14	73,200.00	-	142,169.14	-
13 P D N (parif, drug, narcotics)	1,918.75	-	-	-	1,918.75
14 SAFER Grant	-	-	-	-	-
15 COPS GRANT	1,000.00	667,873.37	100,000.00	474,997.04	293,876.33
16 RECREATION (CORE)	150,000.00	4,844,778.63	3,444,133.99	8,288,912.62	150,000.00
17 OLDER AMERICAN	1,000.00	138,546.00	939,826.42	1,079,272.42	100.00
18 GOLF	1,000.00	942,700.00	3,516,520.61	4,459,220.61	1,000.00
19 CEMETERY	1,000.00	213,300.00	531,456.88	745,656.88	100.00
20 AIRPORT	289,510.72	38,500.00	-	117,500.00	210,510.72
23 LODGERS' TAX	2,240,394.35	2,325,000.00	(1,581,465.00)	1,450,309.00	1,533,620.35
27 PUBLIC TRANSPORTATION	1,000.00	1,221,669.99	338,087.48	1,277,216.47	283,541.00
28 FIRE PROTECTION	332,137.06	434,400.00	-	564,961.90	201,575.16
29 EMER MEDICAL SERV	184.16	20,000.00	-	20,000.00	184.16
Special Revenue Subtotals	3,790,047.42	11,112,467.99	7,288,560.38	19,329,256.09	2,861,819.70
37 COMM DEVE CONST	186,193.20	-	-	150,000.00	36,193.20
46 BEAUTIFICATION IMPROVEMENT	1,538,849.89	-	-	258,247.00	1,280,602.89
48 STREET IMPROVEMENTS	2,729,615.68	1,284,333.33	-	2,655,934.25	1,358,014.76
49 CITY COMM. IMPROVEMENTS	3,706,847.88	3,500,000.00	(5,491,327.25)	120,000.00	1,595,520.63
Capitla Project Subtotals	8,161,506.65	4,784,333.33	(5,491,327.25)	3,184,181.25	4,270,331.48
51 UTILITY BOND	-	-	307,609.34	307,609.34	-
53 WASTEWATER BOND	1,989,842.96	-	2,105,208.28	2,105,208.28	1,989,842.96
Debt Service Subtotals	1,989,842.96	-	2,412,817.62	2,412,817.62	1,989,842.96
10 SOLID WASTE	2,348,193.09	6,500,000.00	-	6,900,000.00	1,948,193.09
44 JOINT UTILITY EXTENSIONS CAPITAL PR	257,411.91	1,050,000.00	3,582,179.25	4,797,739.16	91,852.00
60 JOINT UTILITY	575,898.75	-	6,703,314.72	6,358,235.44	920,978.03
61 JOINT UTILITY CONST	1,000.00	-	3,448,353.05	3,448,353.05	1,000.00
62 WASTE WATER PLANT CONST	7,484,479.09	4,510,017.73	-	11,719,560.53	274,936.29
63 JOINT UTILTIY - WASTEWATER	1,000.00	-	7,550,339.70	4,189,892.21	3,361,447.49
65 JOINT UTILTIY INCOME - WASTEWATEF	2,719,525.17	7,850,000.00	(10,278,525.17)	60,000.00	231,000.00
66 JOINT UTILITY INCOME	3,622,799.92	7,274,500.00	(9,836,299.92)	-	1,061,000.00
68 METER DEPOSIT RES	1,029,086.27	350,000.00	-	350,000.00	1,029,086.27
69 INTERNAL SUPPLY	53,727.58	300,000.00	-	300,000.00	53,727.58
Utility Subtotals	18,093,121.78	27,834,517.73	1,169,361.63	38,123,780.39	8,973,220.75
64 MEDICAL INSURANCE	4,103,595.96	6,876,000.00	-	6,931,000.00	4,048,595.96
67 WORKERS COMP TRUST	1,104,078.23	685,000.00	-	685,000.00	1,104,078.23
74 INSURANCE - RISK	-	921,981.00	2,000,000.00	920,981.00	2,001,000.00
Internal Service Subtotal	5,207,674.19	8,482,981.00	2,000,000.00	8,536,981.00	7,153,674.19
70 MOTOR VEHICLE	20,930.74	5,000,000.00	-	5,000,000.00	20,930.74
71 MUNI JUDGE BOND FUND	105,234.84	-	-	-	105,234.84
72 RETIREE HEALTH INSURANCE TRUST FL	9,000,000.00	1,235,000.00	-	1,235,000.00	9,000,000.00
73 CRIME LAB FUND	71,235.55	79,000.00	-	79,000.00	71,235.55
75 FORECLOSURE TRUST FUND	71.88	-	-	-	71.88
76 RECREATION TRUST	-	-	-	-	-
77 LIBRARY TRUST	5,809.68	1,500.00	-	2,000.00	5,309.68
78 SENIOR CITIZEN TRUST	1,189.94	1,500.00	-	1,500.00	1,189.94
79 PRAIRIE HAVEN MEM	5,757.50	75.00	-	-	5,832.50
80 COMMUNITY PARK TRUST	1,540.03	20.00	-	-	1,560.03
82 EVIDENCE TRUST FUND	129,953.84	1,000.00	-	-	130,953.84
83 HOBBS BEAUTIFUL	19,733.26	-	-	-	19,733.26
86 CITY AGENCY TRUST	3,918.94	1,200.00	-	2,500.00	2,618.94
Trust & Agency Subtotals	9,365,376.20	6,319,295.00	-	6,320,000.00	9,364,671.20
Grant Total All Funds	122,313,424.20	135,107,865.82	75,939.00	185,223,579.43	72,273,649.59
		6,829,904.00		1,389,039.00	

35%

Expense:

Salary Changes/Adjustments (All salary changes below based on 11 payperiods remaining in Fiscal Year):

Fund	ORG	OBJ	PROJ	Dept Name	Description	Current Budget	Budget Request	New Budget	Comments
1	010150	41115		LEGAL	BILINGUAL PAY	-	1,500.00	1,500.00	no current budget for bilingual pay in Legal
1	010150	41101		LEGAL	SALARIES	338,912.88	(1,500.00)	337,412.88	reclass for bilingual pay
1	010203	41129		POLICE CRIMINAL INVESTIGATI	FITNESS INCENTIVE	-	7,500.00	7,500.00	no current budget for fitness incentive
1	010203	41101		POLICE CRIMINAL INVESTIGATI	SALARIES - CERTIFIED	1,435,674.24	(7,500.00)	1,428,174.24	reclass for fitness incentive
1	010204	41129		POLICE SUPPORT	FITNESS INCENTIVE	-	9,000.00	9,000.00	no current budget for fitness incentive
1	010204	41101		POLICE SUPPORT	SALARIES - CERTIFIED	910,815.36	(9,000.00)	901,815.36	reclass for fitness incentive
1	010310	41121		LIBRARY	PTO Payout	-	500.00	500.00	no current budget for pto payout
1	010310	41101		LIBRARY	SALARIES	611,050.44	(500.00)	610,550.44	reclass for pto payout
1	010310	41123		LIBRARY	COMP TIME PAYOUT	-	10.00	10.00	no current budget for comp time payout
1	010310	41101		LIBRARY	SALARIES	611,050.44	(10.00)	611,040.44	reclass for comp time payout
1	010343	41121		ANIMAL ADOPTION	PTO Payout	-	1,200.00	1,200.00	no current budget for pto payout
1	010343	41101		ANIMAL ADOPTION	SALARIES	272,519.52	(1,200.00)	271,319.52	reclass for pto payout
15	154115	41126		COPS GRANT (2)	Admin Leave	-	2,700.00	2,700.00	no current budget for admin leave
15	154115	41101		COPS GRANT (2)	SALARIES	283,518.16	(2,700.00)	280,818.16	reclass for admin leave
19	194019	41121		CEMETERY FUND	PTO Payout	-	150.00	150.00	no current budget for pto payout
19	194019	41101		CEMETERY FUND	SALARIES	132,961.92	(150.00)	132,811.92	reclass for pto payout
63	634370	41121		WASTEWATER (WWTP)	PTO PAYOUT	-	4,000.00	4,000.00	no current budget for pto payout
63	634370	41101		WASTEWATER (WWTP)	SALARIES	563,930.64	(4,000.00)	559,930.64	reclass for pto payout
Cost of Misc. Reclasses						-	-	-	

Fund	ORG	OBJ	PROJ	Dept Name	Description	Current Budget	Budget Request	New Budget	Comments
1	010100	41113		CITY COMMISSION	INSURANCE-MEDICAL/DENTAL	54,065.05	3,411.00	57,476.05	addition to budget based on increase to health insurance cost
1	010110	41113		CITY MANAGERS OFFICE	INSURANCE-MEDICAL/DENTAL	38,096.02	2,441.00	40,537.02	addition to budget based on increase to health insurance cost
1	010125	41113		PLANNING	INSURANCE-MEDICAL/DENTAL	12,065.68	758.00	12,823.68	addition to budget based on increase to health insurance cost
1	010130	41113		CLERKS OFFICE	INSURANCE-MEDICAL/DENTAL	59,076.20	3,769.00	62,845.20	addition to budget based on increase to health insurance cost
1	010140	41113		FINANCE/PURCHASING	INSURANCE-MEDICAL/DENTAL	115,345.43	7,286.00	122,631.43	addition to budget based on increase to health insurance cost
1	010145	41113		INFORMATION TECHNOLOGY	INSURANCE-MEDICAL/DENTAL	88,479.61	5,577.00	94,056.61	addition to budget based on increase to health insurance cost
1	010150	41113		LEGAL	INSURANCE-MEDICAL/DENTAL	49,317.84	3,126.00	52,443.84	addition to budget based on increase to health insurance cost
1	010160	41113		MUNICIPAL COURT	INSURANCE-MEDICAL/DENTAL	71,277.87	4,523.00	75,800.87	addition to budget based on increase to health insurance cost
1	010170	41113		PERSONNEL	INSURANCE-MEDICAL/DENTAL	76,254.99	4,858.00	81,112.99	addition to budget based on increase to health insurance cost
1	010190	41113		MOTOR VEHICLE	INSURANCE-MEDICAL/DENTAL	103,535.49	6,588.00	110,123.49	addition to budget based on increase to health insurance cost
1	010201	41113		POLICE ADMINISTRATION	INSURANCE-MEDICAL/DENTAL	25,028.08	1,611.00	26,639.08	addition to budget based on increase to health insurance cost
1	010202	41113		POLICE PATROL	INSURANCE-MEDICAL/DENTAL	643,144.32	40,737.00	683,881.32	addition to budget based on increase to health insurance cost
1	010203	41113		POLICE CRIMINAL INVESTIGATI	INSURANCE-MEDICAL/DENTAL	234,480.97	14,965.00	249,445.97	addition to budget based on increase to health insurance cost
1	010204	41113		POLICE SUPPORT	INSURANCE-MEDICAL/DENTAL	167,658.01	10,580.00	178,238.01	addition to budget based on increase to health insurance cost
1	010206	41113		POLICE DETENTION-JAIL	INSURANCE-MEDICAL/DENTAL	136,423.23	8,726.00	145,149.23	addition to budget based on increase to health insurance cost
1	010207	41113		POLICE SURVEILLANCE - EAGLE	INSURANCE-MEDICAL/DENTAL	57,319.91	3,615.00	60,934.91	addition to budget based on increase to health insurance cost
1	010220	41113		FIRE/AMBULANCE	INSURANCE-MEDICAL/DENTAL	897,554.18	57,311.00	954,865.18	addition to budget based on increase to health insurance cost
1	010310	41113		LIBRARY	INSURANCE-MEDICAL/DENTAL	152,303.56	9,901.00	162,204.56	addition to budget based on increase to health insurance cost
1	010320	41113		PARKS	INSURANCE-MEDICAL/DENTAL	236,885.07	15,272.00	252,157.07	addition to budget based on increase to health insurance cost
1	010321	41113		SPORTS FIELDS	INSURANCE-MEDICAL/DENTAL	47,767.14	3,122.00	50,889.14	addition to budget based on increase to health insurance cost
1	010326	41113		HARRY MCADAMS	INSURANCE-MEDICAL/DENTAL	40,006.78	2,561.00	42,567.78	addition to budget based on increase to health insurance cost
1	010330	41113		RECREATION	INSURANCE-MEDICAL/DENTAL	50,827.30	3,268.00	54,095.30	addition to budget based on increase to health insurance cost

BAR #2 Detail

1	010332	41113		TEEN RECREATION	INSURANCE-MEDICAL/DENTAL	41,605.86	2,668.00	44,273.86	addition to budget based on increase to health insurance cost
1	010335	41113		POOLS	INSURANCE-MEDICAL/DENTAL	11,969.68	758.00	12,727.68	addition to budget based on increase to health insurance cost
1	010340	41113		ENVIRONMENTAL SERVICES	INSURANCE-MEDICAL/DENTAL	70,971.97	4,579.00	75,550.97	addition to budget based on increase to health insurance cost
1	010343	41113		ANIMAL ADOPTION	INSURANCE-MEDICAL/DENTAL	80,212.81	5,209.00	85,421.81	addition to budget based on increase to health insurance cost
1	010410	41113		ENGINEERING	INSURANCE-MEDICAL/DENTAL	56,814.92	3,619.00	60,433.92	addition to budget based on increase to health insurance cost
1	010412	41113		TRAFFIC	INSURANCE-MEDICAL/DENTAL	32,257.96	2,034.00	34,291.96	addition to budget based on increase to health insurance cost
1	010413	41113		WAREHOUSE	INSURANCE-MEDICAL/DENTAL	19,342.86	1,260.00	20,602.86	addition to budget based on increase to health insurance cost
1	010415	41113		MAPPING	INSURANCE-MEDICAL/DENTAL	6,749.62	454.00	7,203.62	addition to budget based on increase to health insurance cost
1	010420	41113		GENERAL SVCS-GARAGE	INSURANCE-MEDICAL/DENTAL	101,743.06	6,485.00	108,228.06	addition to budget based on increase to health insurance cost
1	010421	41113		BUILDING MAINTENANCE	INSURANCE-MEDICAL/DENTAL	37,605.37	2,472.00	40,077.37	addition to budget based on increase to health insurance cost
1	010422	41113		CODE ENFORCEMENT	INSURANCE-MEDICAL/DENTAL	56,820.88	3,598.00	60,418.88	addition to budget based on increase to health insurance cost
1	010423	41113		STREETS/HIGHWAYS	INSURANCE-MEDICAL/DENTAL	217,529.11	13,826.00	231,355.11	addition to budget based on increase to health insurance cost
1 Total							260,968.00		
15	154115	41113		COPS GRANT (2)	INSURANCE-MEDICAL/DENTAL	58,056.51	3,687.00	61,743.51	addition to budget based on increase to health insurance cost
15 Total							3,687.00		
16	164016	41113		HEALTH WELLNESS LEARNING	INSURANCE-MEDICAL/DENTAL	363,943.70	23,672.00	387,615.70	addition to budget based on increase to health insurance cost
16 Total							23,672.00		
17	174017	41113		OLDER AMERICANS FUND	INSURANCE-MEDICAL/DENTAL	49,617.20	7,290.00	56,907.20	addition to budget based on increase to health insurance cost
17 Total							7,290.00		
18	184315	41113		GOLF MTC	INSURANCE-MEDICAL/DENTAL	150,050.38	9,602.00	159,652.38	addition to budget based on increase to health insurance cost
18	184316	41113		GOLF CLUBHOUSE	INSURANCE-MEDICAL/DENTAL	27,409.37	1,783.00	29,192.37	addition to budget based on increase to health insurance cost
18 Total							11,385.00		
19	194019	41113		CEMETERY FUND	INSURANCE-MEDICAL/DENTAL	26,395.35	1,741.00	28,136.35	addition to budget based on increase to health insurance cost
19 Total							1,741.00		
27	274027	41113		PUBLIC TRANSPORTATION FUND	INSURANCE-MEDICAL/DENTAL	99,098.94	6,359.00	105,457.94	addition to budget based on increase to health insurance cost
27 Total							6,359.00		
60	604600	41113		ADMINISTRATIVE	INSURANCE-MEDICAL/DENTAL	12,065.68	758.00	12,823.68	addition to budget based on increase to health insurance cost
60	604610	41113		WATER DISTRIBUTION	INSURANCE-MEDICAL/DENTAL	208,385.37	13,438.00	221,823.37	addition to budget based on increase to health insurance cost
60	604620	41113		PRODUCTION	INSURANCE-MEDICAL/DENTAL	26,423.79	1,687.00	28,110.79	addition to budget based on increase to health insurance cost
60	604630	41113		WATER OFFICE	INSURANCE-MEDICAL/DENTAL	72,290.51	4,757.00	77,047.51	addition to budget based on increase to health insurance cost
60	604640	41113		METERS & SERVICE	INSURANCE-MEDICAL/DENTAL	66,133.11	4,245.00	70,378.11	addition to budget based on increase to health insurance cost
60	604650	41113		LABORATORY	INSURANCE-MEDICAL/DENTAL	6,845.62	454.00	7,299.62	addition to budget based on increase to health insurance cost
60	604685	41113		SCADA/COMPUTER OPERATIONS	INSURANCE-MEDICAL/DENTAL	12,065.68	758.00	12,823.68	addition to budget based on increase to health insurance cost
60 Total							26,097.00		
63	634370	41113		WASTEWATER (WWTP)	INSURANCE-MEDICAL/DENTAL	133,104.95	8,448.00	141,552.95	addition to budget based on increase to health insurance cost
63 Total							8,448.00		
Cost of insurance increase (all funds)							349,647.00		

Fund	ORG	OBJ	PROJ	Dept Name	Description	Current Budget	Budget Request	New Budget	Comments
1	010130	41118		CLERKS OFFICE	EDUCATIONAL INCENTIVE	-	1,000.00	1,000.00	new budget for educational incentive
1	010145	41118		INFORMATION TECHNOLOGY	EDUCATIONAL INCENTIVE	-	4,000.00	4,000.00	new budget for educational incentive
1	010160	41118		MUNICIPAL COURT	EDUCATIONAL INCENTIVE	-	7,000.00	7,000.00	new budget for educational incentive
1	010201	41118		POLICE ADMINISTRATION	EDUCATIONAL INCENTIVE	-	6,000.00	6,000.00	new budget for educational incentive
1	010202	41118		POLICE PATROL	EDUCATIONAL INCENTIVE	-	18,000.00	18,000.00	new budget for educational incentive

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1	010203	41118		POLICE CRIMINAL INVESTIGATION	EDUCATIONAL INCENTIVE	-	18,000.00	18,000.00	new budget for educational incentive
1	010204	41118		POLICE SUPPORT	EDUCATIONAL INCENTIVE	-	9,000.00	9,000.00	new budget for educational incentive
1	010220	41118		FIRE/AMBULANCE	EDUCATIONAL INCENTIVE	-	9,000.00	9,000.00	new budget for educational incentive
1	010310	41118		LIBRARY	EDUCATIONAL INCENTIVE	-	6,000.00	6,000.00	new budget for educational incentive
1	010321	41118		SPORTS FIELDS	EDUCATIONAL INCENTIVE	-	1,000.00	1,000.00	new budget for educational incentive
1	010330	41118		RECREATION	EDUCATIONAL INCENTIVE	-	13,000.00	13,000.00	new budget for educational incentive
1	010340	41118		ENVIRONMENTAL SERVICES	EDUCATIONAL INCENTIVE	-	6,000.00	6,000.00	new budget for educational incentive
1	010415	41118		MAPPING	EDUCATIONAL INCENTIVE	-	8,000.00	8,000.00	new budget for educational incentive
1	010420	41118		GENERAL SVCS-GARAGE	EDUCATIONAL INCENTIVE	-	1,000.00	1,000.00	new budget for educational incentive
16	164016	41118		HEALTH WELLNESS LEARNING CENTER	EDUCATIONAL INCENTIVE	-	10,000.00	10,000.00	new budget for educational incentive
18	184315	41118		GOLF MTC	EDUCATIONAL INCENTIVE	-	1,000.00	1,000.00	new budget for educational incentive
18	184316	41118		GOLF CLUBHOUSE	EDUCATIONAL INCENTIVE	-	6,000.00	6,000.00	new budget for educational incentive
63	634370	41118		WASTEWATER (WWTP)	EDUCATIONAL INCENTIVE	-	8,000.00	8,000.00	new budget for educational incentive
60	604620	41118		PRODUCTION	EDUCATIONAL INCENTIVE	-	1,000.00	1,000.00	new budget for educational incentive
60	604650	41118		LABORATORY	EDUCATIONAL INCENTIVE	-	4,000.00	4,000.00	new budget for educational incentive

Cost of Educational Incentive (All Funds) **137,000.00**

Fund	ORG	OBJ	PROJ	Dept Name	Description	Current Budget	Budget Request	New Budget	Comments
1	010150	41101		LEGAL	SALARIES	338,912.88	23,470.00	362,382.88	Salary for addition of an Asst. City Attorney
1	010150	41111		LEGAL	FICA	26,594.62	1,796.00	28,390.62	FICA for addition of Asst. City Attorney
1	010150	41110		LEGAL	WORKER'S COMPENSATION	526.72	3,181.00	3,707.72	PERA for addition of Asst. City Attorney
1	010150	41150		LEGAL	SEASONAL SALARIES	-	2,808.00	2,808.00	reclass Recreation Intern position to Legal Intern position
1	010150	41111		LEGAL	FICA	26,594.62	215.00	26,809.62	reclass Recreation Intern position to Legal Intern position
1	010150	41110		LEGAL	WORKER'S COMPENSATION	526.72	21.00	547.72	reclass Recreation Intern position to Legal Intern position
1	010330	41150		RECREATION	SEASONAL SALARIES	364,109.20	(2,808.00)	361,301.20	reclass Recreation Intern position to Legal Intern position
1	010330	41111		RECREATION	FICA	55,344.35	(215.00)	55,129.35	reclass Recreation Intern position to Legal Intern position
1	010330	41110		RECREATION	WORKER'S COMPENSATION	3,538.31	(21.00)	3,517.31	reclass Recreation Intern position to Legal Intern position

Cost for Legal Dept personnel Changes **28,447.00**

Fund	ORG	OBJ	PROJ	Dept Name	Description	Current Budget	Budget Request	New Budget	Comments
16	164016	41101		HEALTH WELLNESS LEARNING CENTER	SALARIES	2,451,122.00	26,022.00	2,477,144.00	Salary for addition of a Facility Maint. Supervisor position
16	164016	41111		HEALTH WELLNESS LEARNING CENTER	FICA	198,335.26	1,991.00	200,326.26	FICA for addition of a Facility Maint. Supervisor position
16	164016	41112		HEALTH WELLNESS LEARNING CENTER	PERA	332,127.20	3,526.00	335,653.20	PERA for addition of a Facility Maint. Supervisor position
16 Total							31,539.00		
1	010421	41101		BUILDING MAINTENANCE	SALARIES	399,082.32	(27,979.00)	371,103.32	remove salary for (1) Building Mtc Specialist & (1) Electrician Assistant from Budget
1	010421	41111		BUILDING MAINTENANCE	FICA	34,859.57	(2,141.00)	32,718.57	remove FICA for (1) Building Mtc Specialist & (1) Electrician Assistant from Budget
1	010421	41112		BUILDING MAINTENANCE	PERA	55,398.00	(3,792.00)	51,606.00	remove PERA for (1) Building Mtc Specialist & (1) Electrician Assistant from Budget
1 Total							(33,912.00)		

Reduction of cost to add a Facility Mtc. Supervisor **(2,373.00)**

Fund	ORG	OBJ	PROJ	Dept Name	Description	Current Budget	Budget Request	New Budget	Comments
1	010201	41101		POLICE ADMINISTRATION	SALARIES - CERTIFIED	325,699.92	45,048.00	370,747.92	salary for second Police Deputy Chief position to budget
1	010201	41111		POLICE ADMINISTRATION	FICA	24,734.68	3,447.00	28,181.68	FICA for second Police Deputy Chief position to budget

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1	010201	41112		POLICE ADMINISTRATION	PERA	90,978.82	12,400.00	103,378.82	PERA for second Police Deputy Chief position to budget
1	010202	41101		POLICE PATROL	SALARIES - CERTIFIED	4,904,007.35	(48,991.00)	4,855,016.35	remove salary for (2) police positions from the budget
1	010202	41111		POLICE PATROL	FICA	417,448.35	(3,997.00)	413,451.35	remove salary for (2) police positions from the budget
1	010202	41112		POLICE PATROL	PERA	1,335,388.82	(13,485.00)	1,321,903.82	remove salary for (2) police positions from the budget
Reduction of cost to reclass Police positions							(5,578.00)		
Fund	ORG	OBJ	PROJ	Dept Name	Description	Current Budget	Budget Request	New Budget	Comments
16	164016	41101		HEALTH WELLNESS LEARNING	SALARIES	2,451,122.00	4,400.00	2,455,522.00	Salary to add part time Facility Rental Spec. position to budget
16	164016	41111		HEALTH WELLNESS LEARNING	FICA	198,335.26	337.00	198,672.26	FICA to add part time Facility Rental Spec. position to budget
16	164016	41112		HEALTH WELLNESS LEARNING	PERA	332,127.20	597.00	332,724.20	PERA to add part time Facility Rental Spec. position to budget
16	164016	41101		HEALTH WELLNESS LEARNING	SALARIES	2,451,122.00	(23,677.00)	2,427,445.00	remove salary for (5) learn to swim instructors
16	164016	41111		HEALTH WELLNESS LEARNING	FICA	198,335.26	(1,812.00)	196,523.26	remove FICA for (5) learn to swim instructors
16	164016	41112		HEALTH WELLNESS LEARNING	PERA	332,127.20	(3,209.00)	328,918.20	remove PERA for (5) learn to swim instructors
Reduction of cost to reclass CORE positions							(23,364.00)		
Fund	ORG	OBJ	PROJ	Dept Name	Description	Current Budget	Budget Request	New Budget	Comments
60	604685	41101		SCADA/COMPUTER OPERATION	SALARIES	163,800.00	23,470.00	187,270.00	salary to add additional SCADA specialist to budget (overhire pending further discussion)
60	604685	41111		SCADA/COMPUTER OPERATION	FICA	13,522.02	1,796.00	15,318.02	FICA to add additional SCADA specialist to budget (overhire pending further discussion)
60	604685	41112		SCADA/COMPUTER OPERATION	PERA	22,783.70	3,180.00	25,963.70	PERA to add additional SCADA specialist to budget (overhire pending further discussion)
Cost to add SCADA position							28,446.00		
Fund	ORG	OBJ	PROJ	Dept Name	Description	Current Budget	Budget Request	New Budget	Comments
1	010145	41101		INFORMATION TECHNOLOGY	SALARIES	491,662.08	19,739.00	511,401.08	Reclass computer specialist from CORE budget to IT budget
1	010145	41111		INFORMATION TECHNOLOGY	FICA	39,623.48	1,511.00	41,134.48	Reclass computer specialist from CORE budget to IT budget
1	010145	41112		INFORMATION TECHNOLOGY	PERA	67,935.28	2,675.00	70,610.28	Reclass computer specialist from CORE budget to IT budget
16	164016	41101		HEALTH WELLNESS LEARNING	SALARIES	2,451,122.00	(19,739.00)	2,431,383.00	Reclass computer specialist from CORE budget to IT budget
16	164016	41111		HEALTH WELLNESS LEARNING	FICA	198,335.26	(1,511.00)	196,824.26	Reclass computer specialist from CORE budget to IT budget
16	164016	41112		HEALTH WELLNESS LEARNING	PERA	332,127.20	(2,675.00)	329,452.20	Reclass computer specialist from CORE budget to IT budget
Cost to Reclass Comp. Specialist									

New Money - Expense									
Fund	ORG	OBJ	PROJ	Dept Name	Description	Current Budget	Budget Request	New Budget	Comments
1	010100	42202		CITY COMMISSION	COMMUNICATIONS	-	100.00	100.00	no current communications budget - request to cover long distance charges
1	010100	44901	00299	CITY COMMISSION	LEG. APPROP. - YOUTH MENTORING	-	50,000.00	50,000.00	Leg. Appropriation ZD9224 - Youth Mentoring. Pass thru grant for Boys and Girls Club - offsetting revenue in BAR
1	010202	42365	00298	POLICE PATROL	K-9 - Oxy Donation Expense	-	10,000.00	10,000.00	expense budget for Oxy donation for K-9's (offsetting revenue)
1	010204	42320	00240	POLICE SUPPORT	POLICE EXPLORER POST EXPENSE	-	1,030.00	1,030.00	missed FY19 carryover for Police Explorer program
1	010220	42638	00252	FIRE/AMBULANCE	RESTRICTED EXP - OXY	2,000.00	13,000.00	15,000.00	based on \$15000 offsetting revenue for Oxy
1	010220	42638	00253	FIRE/AMBULANCE	RESTRICTED EXP - DEVON	1,000.00	24,000.00	25,000.00	based on \$25000 offsetting revenue for Devon
1	010310	42315		LIBRARY	FOOD AND LINEN	1,300.00	130.00	1,430.00	Increase requested due to 80th Anniversary Library Open House
1	010310	42357		LIBRARY	ADVERTISING	2,250.00	500.00	2,750.00	Increase requested due to 80th Anniversary Library Open House
1	010310	46326		LIBRARY	STATE GRANTS-IN-AID	7,900.00	1,504.00	9,404.00	Increase projected award to actual for Library State Grant in Aid award
1	010320	42302		PARKS	TRAVEL, MEALS AND SCHOOLS	4,500.00	3,000.00	7,500.00	Increase funding for employee training including a study course for a certified arborist through ISA
1	010320	42302		PARKS	TRAVEL, MEALS AND SCHOOLS	4,500.00	2,500.00	7,000.00	Increase funding for employee training to enhance athletic field mtc and base line irrigation systems
1	010320	43006		PARKS	EQUIPMENT OVER 5000	148,340.01	42,000.00	190,340.01	request to purchase a new brush clipper - current clipper is 27 years old and will be sent to auction. New unit will have updated safety features and increase productivity.
1	010320	43011		PARKS	LAND IMPROVEMENTS	75,000.00	50,000.00	125,000.00	to replace playground structure at Washington Heights Park and install new sign and replace swing set at Charlie Brown Park
1	010321	42501		SPORTS FIELDS	BUILDING AND GROUNDS	25,500.00	5,500.00	31,000.00	to purchase of two flammable safety cabinets to store fuel cans
1	010321	42538		SPORTS FIELDS	REPAIR-ELECTRICAL	15,000.00	65,000.00	80,000.00	replace electrical services at Veteran's Memorial Park - service currently off due to hazardous conditions
1	010321	42601		SPORTS FIELDS	PROFESSIONAL SERVICES	-	1,250.00	1,250.00	addition of a front load trash bin at Veteran's Memorial Park
1	010342	42321		PUBLIC INFORMATION	SPECIAL EVENTS AND PRIZES	7,000.00	2,500.00	9,500.00	to cover expense for hobbs tree lighting (funded by donations)
1	010423	43006		STREETS/HIGHWAYS	EQUIPMENT OVER 5000	197,100.00	120,000.00	317,100.00	replace 2009 dump truck (needs \$18,000 in repairs and has 100,000 miles)
1 Total							392,014.00		
16	164016	42390		HEALTH WELLNESS LEARNING C	SUPPLIES - RECREATION EQUIP	39,000.00	11,000.00	50,000.00	Increase to include installation of batting cages
16	164016	42501		HEALTH WELLNESS LEARNING C	BUILDING AND GROUNDS	35,297.00	20,000.00	55,297.00	Increase to add/repair changing room locks \$14500 and \$5500 for general repair of building.
16 Total							31,000.00		
17	174017	42321		OLDER AMERICANS FUND	SPECIAL EVENTS AND PRIZES	5,000.00	7,800.00	12,800.00	additional funds related to paying the bands for dances
17 Total							7,800.00		
19	194019	42302		CEMETERY FUND	TRAVEL, MEALS AND SCHOOLS	800.00	1,000.00	1,800.00	Increase funding for employee training including baseline irrigation systems
19	194019	44901	00300	CEMETERY FUND	CEMETERY FENCE PROJECT - COUNTY	-	50,000.00	50,000.00	expense to complete project funded by County Cemetery Donation per MOU
19 Total							51,000.00		
63	634370	42601		WASTEWATER (WWTP)	PROFESSIONAL SERVICES	15,000.00	45,000.00	60,000.00	missed FY19 carryover for contract payments on water rate study
63 Total							45,000.00		
64	644064	42601		MEDICAL INSURANCE TRUST FU	PROFESSIONAL SERVICES	5,500,000.00	350,000.00	5,850,000.00	Increase to health insurance expense budget due to increase in cost
64 Total							350,000.00		
Grant Total for New Money Requests							876,814.00		

Reclasses:										
Fund	ORG	OBJ	PROJ	Dept Name	Description	Current Budget	Budget Request	New Budget	Comments	
1	010160	42706		MUNICIPAL COURT	EQUIPMENT UNDER 5000.00	3,500.00	7,500.00	11,000.00	reclass for office furniture - quote higher than budget	
1	010160	43001		MUNICIPAL COURT	COMPUTER/COMP EQUIP OVER 5000	10,000.00	(7,500.00)	2,500.00	reclass for office furniture - quote higher than budget	
62	624062	44901	00238	WASTE WATER PLANT CONST.	TERTIARY TREATMENT PROJ	146,151.98	(95,454.00)	50,697.98	reclass to digester project pre December 16 Staff Summary	
62	624062	44901	00037	WASTE WATER PLANT CONST.	WWTP PLANT TREATMENT/ EXPANSI	332,915.00	(175,000.00)	157,915.00	reclass to digester project pre December 16 Staff Summary	
62	624062	44901	00205	WASTE WATER PLANT CONST.	DIGESTER PROJECT	2,586,708.87	270,454.00	2,857,162.87	reclass to digester project pre December 16 Staff Summary	
1	010410	42408		ENGINEERING	SOFTWARE-DATA PROCESSING	21,750.00	(1,300.00)	20,450.00	reclass for autocad	
1	010410	42304		ENGINEERING	PRINTING AND DUPLICATING	4,100.00	1,300.00	5,400.00	reclass for autocad	
1	010220	43006		FIRE/AMBULANCE	EQUIPMENT OVER 5000	167,548.80	(8,000.00)	159,548.80	reclass for phoenix/g2 alerting system	
1	010220	43013		FIRE/AMBULANCE	BUILDING IMPROVEMENTS	349,336.71	8,000.00	357,336.71	reclass for phoenix/g2 alerting system	
1	010160	43001		MUNICIPAL COURT	COMPUTER/COMP EQUIP OVER 5000	10,000.00	(100.00)	9,900.00	reclass for spacesaver project	
1	010160	43006		MUNICIPAL COURT	EQUIPMENT OVER 5000	10,000.00	100.00	10,100.00	reclass for spacesaver project	
1	010201	42601		POLICE ADMINISTRATION	PROFESSIONAL SERVICES	60,000.00	(50,000.00)	10,000.00	reclass for machine repair	
1	010201	42403		POLICE ADMINISTRATION	MACHINE REPAIR AND MAINTENANC	15,000.00	50,000.00	65,000.00	reclass for machine repair	
1	010320	42541		PARKS	SPECIAL PROJECTS	42,000.00	(3,000.00)	39,000.00	reclass to fund journeyman irrigation class - CM approval	
1	010320	42302		PARKS	TRAVEL, MEALS AND SCHOOLS	4,500.00	3,000.00	7,500.00	reclass to fund journeyman irrigation class - CM approval	
1	010321	42308		SPORTS FIELDS	AGRICULTURAL AND BOTANICAL	10,000.00	(1,500.00)	8,500.00	reclass to fund journeyman irrigation class - CM approval	
1	010321	42302		SPORTS FIELDS	TRAVEL MEALS AND SCHOOLS	800.00	1,500.00	2,300.00	reclass to fund journeyman irrigation class - CM approval	
1	010170	42313		PERSONNEL	SAFETY EQUIPMENT	49,759.00	(9,500.00)	40,259.00	reclass per city manager - tickets	
1	010170	42320		PERSONNEL	SPECIAL PROGRAMS PRESENTATION	2,200.00	9,500.00	11,700.00	reclass per city manager - tickets	
							-			
Total all Expense requests - New Money & Salary Adj.								1,389,039.00		

Revenue

New Money

Fund	ORG	OBJ	PROJ	Dept Name	Description	Current Budget	Budget Request	New Budget	Comments
1	019999	30108		GENERAL FUND REVENUE	GROSS RECEIPTS - HB6 DISTRIB	-	(313,250.00)	(313,250.00)	budget for HB6 monthly distribution of \$31,320.29 - distribution began in Sept 2019- DFA requires separate accounting for distribution - was not included in prelim. budget
1	019999	30109		GENERAL FUND REVENUE	GROSS RECEIPTS 1.25%	(30,375,000.00)	(2,500,000.00)	(32,875,000.00)	increase due to YTD trend for GRT receipts
1	019999	30309		GENERAL FUND REVENUE	GROSS RECEIPTS TAX-1.225%	(30,375,000.00)	(2,500,000.00)	(32,875,000.00)	increase due to YTD trend for GRT receipts
1	019999	30442		GENERAL FUND REVENUE	VENDOR BOOTH RENTAL	-	(750.00)	(750.00)	budget for misc vendor booth rentals
1	019999	30631	00253	GENERAL FUND REVENUE	Restricted Donations - Devon	-	(25,000.00)	(25,000.00)	budget for donation from Devon to HFD
1	019999	30636		GENERAL FUND REVENUE	RESTRICTED POLICE DONATIONS	-	(10,000.00)	(10,000.00)	budget for restricted Oxy donation for K-9's (offsetting expense)
1	019999	30650		GENERAL FUND REVENUE	RIGHT OF WAY FEES	(2,000.00)	(38,000.00)	(40,000.00)	Right of way fees received exceed current budget.
1	019999	30715		GENERAL FUND REVENUE	LIBRARY GRANT	(40,776.17)	(1,904.00)	(42,680.17)	increase projected award to actual for Library State Grant in Aid award
1	019999	30718	00299	GENERAL FUND REVENUE	LEG. APPROP. - YOUTH MENTORING	-	(50,000.00)	(50,000.00)	Leg. Appropriation ZD9224 - Youth Mentoring. Pass thru grant for Boys and Girls Club - offsetting expense in BAR
1 Total							(5,438,904.00)		
17	179999	30605		OLDER AMERICAN REVENUE	DONATIONS/CONTRIBUTIONS	-	(1,000.00)	(1,000.00)	budget for donation/contributions for senior center
17 Total							(1,000.00)		
19	199999	30706	00300	CEMETERY FUND REVENUE	CEMETERY FENCE PROJECT - COUNTY	-	(50,000.00)	(50,000.00)	projected donation from County for Cemetery project per MOU
19 Total							(50,000.00)		
49	499999	30111		CITY COMMISSION REVENUE	GROSS RECEIPTS .125%	(2,940,000.00)	(560,000.00)	(3,500,000.00)	increase due to YTD trend for GRT receipts
49 Total							(560,000.00)		
62	629999	30701	00205	WWTP CONST REVENUE	DIGESTER PROJECT - GRANTS	(750,000.00)	(200,000.00)	(950,000.00)	increase grant revenue due to state grant 19-D4044-STBR - revenue received December 2019
62 Total							(200,000.00)		
64	649999	30618		MEDICAL INSURANCE REV	CONTRIBUTIONS/CITY FOR EMP	(5,556,000.00)	(350,000.00)	(5,906,000.00)	increase in projected health insurance cost due to increase in cost
64 Total							(350,000.00)		
65	659999	30112		JOINT UTILITY WWTP INC REV	GROSS RECEIPTS .0625%	(1,470,000.00)	(230,000.00)	(1,700,000.00)	increase due to YTD trend for GRT receipts
65 Total							(230,000.00)		
Grand Total all Revenue (All Funds)							(6,829,904.00)		

Transfers:

Fund	ORG	OBJ	PROJ	Dept Name	Description	Current Budget	Budget Request	New Budget	Comments
1	019999	30890		GENERAL FUND REVENUE	Transfer to 16	2,738,844.99	75,939.00	2,814,783.99	general fund transfer
16	169999	30851		HEALTH WELLNESS LEARNING C	Transfer from 1	(2,738,844.99)	(75,939.00)	(2,814,783.99)	general fund transfer
1	019999	30803		GENERAL FUND REVENUE	Transfer to 17	926,636.42	13,190.00	939,826.42	general fund transfer
17	179999	30830		OLDER AMERICAN REVENUE	Transfer from 1	(926,636.42)	(13,190.00)	(939,826.42)	general fund transfer
1	019999	30804		GENERAL FUND REVENUE	Transfer to 18	3,412,460.61	14,385.00	3,426,845.61	general fund transfer
18	189999	30802		GOLF FUND REVENUE	Transfer from 1	(3,412,460.61)	(14,385.00)	(3,426,845.61)	general fund transfer
1	019999	30805		GENERAL FUND REVENUE	Transfer to 19	529,615.88	1,841.00	531,456.88	general fund transfer
19	199999	30832		CEMETERY FUND REVENUE	Transfer from 1	(529,615.88)	(1,841.00)	(531,456.88)	general fund transfer
1	019999	30878		GENERAL FUND REVENUE	Transfer to 15	100,000.00	100,000.00	200,000.00	to fund account while waiting for quarterly reimbursement
15	159999	30802		COPS GRANT REVENUE	transfer from 1	(100,000.00)	(100,000.00)	(200,000.00)	to fund account while waiting for quarterly reimbursement
1	019999	30808		GENERAL FUND REVENUE	Transfer to 27	338,087.48	100,000.00	438,087.48	to fund account while waiting for monthly reimbursement
27	279999	30834		PUBLIC TRANS REVENUE	Transfer from 1	(338,087.48)	(100,000.00)	(438,087.48)	to fund account while waiting for monthly reimbursement

BAR #2 Detail

23	239999	30815	LODGERS TAX REVENUE	Transfer to 1	608,140.00	28,322.48	636,462.48	to fund Lodgers' Tax transfer to GF for Firefighter Challenge (FY19 Carryover)
1	019999	30828	GENERAL FUND REVENUE	Transfer from 23	(613,440.00)	(28,322.48)	(641,762.48)	to fund Lodgers' Tax transfer to GF for Firefighter Challenge (FY19 Carryover)
23	239999	30815	LODGERS TAX REVENUE	Transfer to 1	608,140.00	250,000.00	858,140.00	transfer per 01/21/20 commission mtg for funding of continued marketing stragegy
1	019999	30828	GENERAL FUND REVENUE	Transfer from 23	(613,440.00)	(250,000.00)	(863,440.00)	transfer per 01/21/20 commission mtg for funding of continued marketing stragegy



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: January 21, 2020

SUBJECT: Condemnation Recommendation Structure Contained on Attachment "A"
DEPT. OF ORIGIN: Community Services
DATE SUBMITTED: January 14, 2020
SUBMITTED BY: Raymond Bonilla, Community Services Department Head

Summary:

In its continuing promotion of safety and clean up efforts in the City of Hobbs, the Environmental Division of the Hobbs Community Services has identified the structures and vacant lot which present safety and fire hazards which warrant their destruction. These structures are in dire need of repair. Attachment A contains information of the property.

Fiscal Impact:

Reviewed By: [Signature]
Finance Department

The demolition and clean-up of these properties will cost approximately \$27,000.00. The current budget in the "Professional Services" line item of the Environmental Budget (01340-42601) has an adequate balance to sustain this expenditure.

Attachments:

- 1. Resolution
2. Photos of Structures contained in Attachment A.

Legal Review:

Approved As To Form: [Signature]
City Attorney

Recommendation:

The City Commission approve the adoption of the Resolution determining the structure is ruined, damaged and dilapidated and a menace to public health and safety and it requires removal from the real property.

Approved For Submittal By:

[Signature]
Department Director
[Signature]
City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

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

CITY OF HOBBS

RESOLUTION NO. 6896

**A RESOLUTION DETERMINING THAT CERTAIN
STRUCTURES ARE RUINED, DAMAGED AND DILAPIDATED,
ARE A MENACE TO PUBLIC COMFORT, HEALTH AND
SAFETY AND REQUIRES REMOVAL FROM THE MUNICIPALITY**

WHEREAS, pursuant to Section 8.24.010 of the Hobbs Municipal Code, and Section 3-18-5 NMSA, as amended, the City has inspected the premises described in Attachment "A", attached hereto and incorporated herein by reference, and finds that the structures thereon are ruined, damaged and dilapidated, are a menace to the public comfort, health and safety and requires removal from the municipality.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the structures described in Attachment "A" are found to be ruined, damaged and dilapidated, are a menace to the public comfort, health and safety, and should be removed.

BE IT FURTHER RESOLVED that a copy of this Resolution be served on the owner, occupant or agent in charge of such premises; or, if such service cannot be had, that a copy of this Resolution be posted on the premises; and that a copy of the same be published as required by law.

BE IT FURTHER RESOLVED that unless the owner, occupant or agent in charge of such premises, within ten (10) days from such service or posting and publication of this Resolution, has commenced removing such structures from the real property or has filed written objection with the City, the City shall cause the removal of such structures at the cost and expense of the property owner.

BE IT FURTHER RESOLVED that in cases where the City removes a structure so condemned, a lien shall be levied by the City against the real property involved in an amount equal to the reasonable cost of the services rendered, which lien may be foreclosed in default of satisfaction.

PASSED, ADOPTED AND APPROVED this 21st day of **January**, 2020.

SAM D. COBB, Mayor

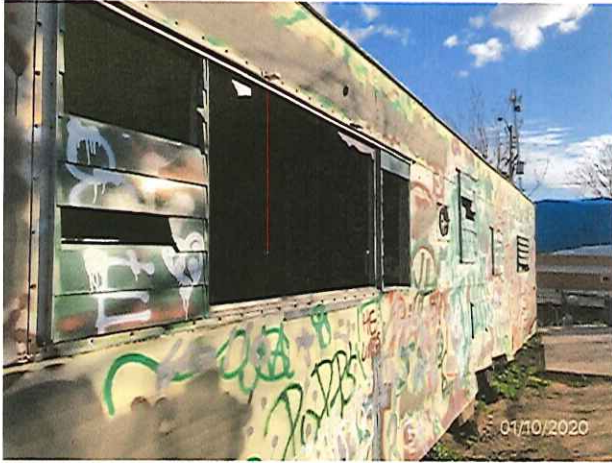
ATTEST:

JAN FLETCHER, City Clerk

Attachment A

	Address	Owner	Owner's Address	Estimated Cost of Demolition
1	403 W Alston Lot 2, Block 109 Highland Park Add. Hobbs, Lea County, New Mexico	Kathryn A. Blevins	625 E Yucca Hobbs NM 88240	\$12,000.00
2	620 E Roxana Lot 23-24, Block 27 New Hobbs Add. Hobbs, Lea County, New Mexico	Jackson Crawford	620 E Roxana Hobbs NM 88240	\$15,000.00

403 W ALSTON





Lea County

GIS INTERNET REPORT



Page 1 of 3

Assessment Information

OWNER NUMBER: 856

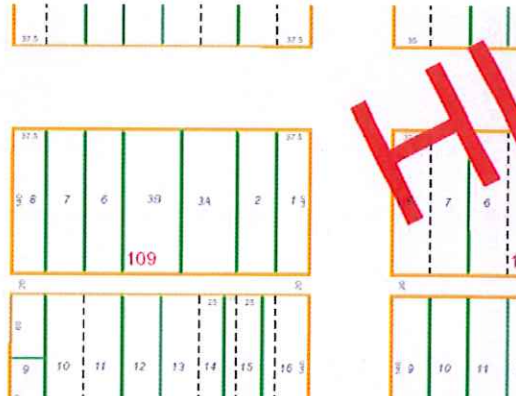
UPC CODE: 4000008560001

PARCEL NUMBER: 4000008560001

Owner Information	
Owner:	BLEVINS KATHRYN A
Mailing Address:	625 E YUCCA HOBBS NM 88240
Property Address:	

Subdivision Information	
Name:	HIGHLAND PARK ADD
Unit:	
Block	109
Lot:	2

Legal Information
MH ? LOC HERE



Lea County, New Mexico Disclaimer

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MAP TO BE USED FOR TAX PURPOSES ONLY. NOT TO BE USED FOR CONVEYANCE.



Lea County

GIS INTERNET REPORT



Page 2 of 3

Other Information			
Taxable Value:	\$2,941.00	Deed Book:	
Exempt Value:	\$0.00	Deed Page:	0
Net Value	\$2,941.00	District:	161
Livestock Value:	\$0.00	Section:	
Manufactured Home Value:	\$0.00	Township:	
Personal Property:	\$0.00	Range:	
Land Value:	\$1,086.00	Date Filed:	
Improvement Value:	\$7,737.00	Most Current Tax:	\$74.56
Full Value:	\$8,823.00	Year Recorded:	

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

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Lea County

GIS INTERNET REPORT

Page 3 of 3



Building Information			
Year Built:	1950	Number of Stories:	1.
Basement SQFT:	0	First Floor SQFT:	0
Second Floor SQFT:	0		

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Lea County

GIS INTERNET REPORT

Page 1 of 3



Assessment Information

OWNER NUMBER: 7442

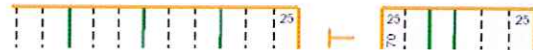
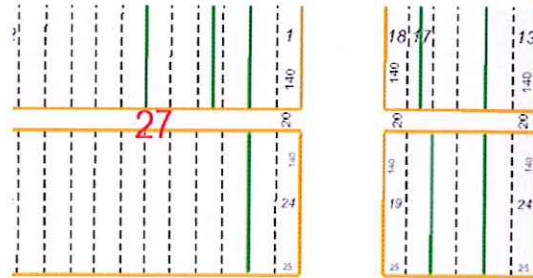
UPC CODE: 4000074420001

PARCEL NUMBER: 4000074420001

Owner Information	
Owner:	CRAWFORD JACKSON
Mailing Address:	620 E ROXANA HOBBS NM 88240
Property Address:	

Subdivision Information	
Name:	NEW HOBBS ADD
Unit:	
Block:	27
Lot:	23

Legal Information	
MH LOC HERE #88272*	



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Lea County

GIS INTERNET REPORT



Page 2 of 3

Other Information			
Taxable Value:	\$1,782.00	Deed Book:	1332
Exempt Value:	\$0.00	Deed Page:	313
Net Value	\$1,782.00	District:	161
Livestock Value:	\$0.00	Section:	
Manufactured Home Value:	\$0.00	Township:	
Personal Property:	\$0.00	Range:	
Land Value:	\$1,527.00	Date Filed:	
Improvement Value:	\$3,819.00	Most Current Tax:	\$45.18
Full Value:	\$5,346.00	Year Recorded:	

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

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Lea County

GIS INTERNET REPORT



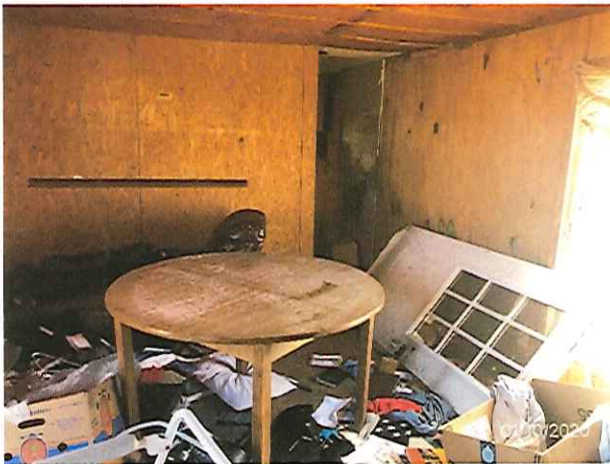
Page 3 of 3

Building Information			
Year Built:	1965	Number of Stories:	1.
Basement SQFT:	0	First Floor SQFT:	0
Second Floor SQFT:	0		

Lea County, New Mexico Disclaimer

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MAP TO BE USED FOR TAX PURPOSES ONLY. NOT TO BE USED FOR CONVEYANCE.

620 E ROXANA





CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: January 21, 2020

SUBJECT: A Resolution Authorizing the Transfer of Ownership of the Hobbs Police Department K-9 Bak.

DEPT. OF ORIGIN: Legal Department
DATE SUBMITTED: January 14, 2020
SUBMITTED BY: Efren A. Cortez, City Attorney

Summary:

The City currently has ownership of a working police dog named Bak, which has completed his beneficial service to the citizens of Hobbs. Bak's original trainer, Pacesetter K9, LLC, is familiar with the handling requirements of law enforcement K-9s. Pacesetter K9 desires the City transfer ownership to the company. In return, Pacesetter K9 will become responsible for the dog's medical care, annual licensing, and food and will assume all liability associated with K-9 Bak as specifically enumerated in a Transfer of Ownership and Release of Liability Agreement.

Fiscal Impact:

There will be no other fiscal impact to the City in that Pacesetter K9, LLC will be solely responsible for all care and liability of Bak.


Reviewed By: 

Finance Department

Attachments:

1. Resolution
2. Transfer of Ownership and Release of Liability

Legal Review:

Approved As To Form: 

City Attorney

Recommendation:

The Commission should consider the Resolution authorizing transfer of ownership.

Approved For Submittal By:


Department Director


Acting 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. 6897

A RESOLUTION AUTHORIZING
THE TRANSFER OF OWNERSHIP OF THE HOBBS POLICE DEPARTMENT K-9 BAK

WHEREAS, the City of Hobbs currently has ownership of a working police dog named Bak, and;

WHEREAS, Bak has completed his beneficial service to the citizens of Hobbs and;

WHEREAS, Bak's original trainer, Pacesetter K9, LLC, desires that the City transfer ownership of Bak to them, and;

WHEREAS, Pacesetter K9 will become responsible for the dog's medical care, annual licensing and food and will assume all liability associated with Bak as set forth in a Transfer of Ownership and Release of Liability Agreement, and;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, that the Mayor be and hereby is authorized and directed to take all necessary and appropriate action to effectuate this resolution and specifically to transfer ownership of the City of Hobbs Police Department K-9 Bak to his original trainer, Pacesetter K9, LLC, as set forth in a Transfer of Ownership and Release of Liability Agreement.

PASSED, ADOPTED AND APPROVED this 21 day of January, 2020.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

TRANSFER OF OWNERSHIP AND
RELEASE OF LIABILITY

WHEREAS, The City of Hobbs, hereinafter referred to as "City", owns a working police dog named "Bak" (hereinafter "K-9 Bak"). K-9 Bak was originally trained by Pacesetter K9, located at 555 County Road 200, Liberty Hill, Texas; and

WHEREAS, Pacesetter K9 has extensive knowledge and experience in caring for trained law enforcement K-9s; and

WHEREAS, the decision has been made to retire K-9 Bak from Hobbs Police Department as a working police dog as he has completed his beneficial service to the City of Hobbs; and

WHEREAS, Pacesetter K9 desires to obtain K-9 Bak and become responsible for the complete care of K-9 Bak; and

WHEREAS, The City desires to transfer ownership of K-9 Bak in return for a complete release from Pacesetter K9 of any and all legal liability associated with K-9 Bak that may arise in the future and the complete care and responsibility of K-9 Bak.

1. The City of Hobbs shall transfer ownership of K-9 Bak to Pacesetter K9 upon approval by the City Commission and at the time this document is executed by all parties.
2. Pacesetter K9 shall be responsible for the on-going care for K-9 Bak, including, but not limited to, any and all medical care, preventative inoculations (rabies, distemper, bordetella, etc.), all annual city/state licensing fees, and food.
3. Pacesetter K9 agrees to abide by all City Ordinances, State Statutes, and Federal laws and regulations regarding the ownership of K-9 Bak.
4. Pacesetter K9 agrees to assume all responsibility and liability associated with K-9 Bak. Pacesetter K9 agrees to indemnify the City of Hobbs, its employees, mayor and commission for any legal action initiated alleging negligence on the part of K-9 Bak wherein the City of Hobbs, its employees, mayor and/or commission are named as defendants that may occur after transfer of ownership of K-9 Bak to Pacesetter K9. This indemnification provision shall not apply to any event giving rise to potential liability that occurred before the signing of this document.
5. Upon the signing of this document by all parties, Pacesetter K9 will not be entitled to any additional compensation from the City of Hobbs associated with the transfer of ownership of K-9 Bak.

6. The City shall present this Transfer of Ownership and Release of Liability to the City Commission to obtain an appropriate Resolution, authorizing Mayor Sam D. Cobb to execute this agreement on behalf of the City of Hobbs. As such, the parties specifically understand that the validity of this agreement is contingent on the approval of the Hobbs City Commission.

DATED this ____ day of January, 2020.

SAM D. COBB
City of Hobbs Mayor

ATTEST:

JAN FLETCHER
City Clerk

TOBY SPEARS
Finance Director

BRAD LANGHAM
Pacesetter K9, LLC

Approved as to Form:

EFREN A. CORTEZ
City Attorney



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: 1-21-20

SUBJECT: A Resolution Authorizing the Mayor to make an appointment to the Labor Management Relations Board.

DEPT. OF ORIGIN: Mayor's Office
DATE SUBMITTED: 1-17-20
SUBMITTED BY: Ann Betzen

Summary:

A Resolution authorizing the appointment of Dave Small to the Labor Management Relations Board as the joint appointee.

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

CITY OF HOBBS

RESOLUTION NO. 6898

A RESOLUTION AUTHORIZING THE MAYOR
TO MAKE APPOINTMENTS TO
THE LABOR MANAGEMENT RELATIONS 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 Dave Small as the joint appointee to the Labor Management Relations Board.

PASSED, ADOPTED AND APPROVED this 21st day of January, 2020.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk



ACTION ITEMS



CITY OF HOBBS

COMMISSION STAFF SUMMARY FORM

MEETING DATE: January 21, 2020

SUBJECT: Restaurant Liquor License Application of El Senor Taquito. 2006 West Marland, Hobbs, New Mexico, 88240, for the Sale of Beer and Wine Only

DEPT. OF ORIGIN: City Clerk's Office
DATE SUBMITTED: January 14, 2020
SUBMITTED BY: Jan Fletcher, City Clerk

Summary:

El Senor Taquito has applied to the State of New Mexico, Alcoholic Beverage Control, for the issuance of a restaurant liquor license at 2006 West Marland for the sale of beer and wine only. This application has received preliminary approval from the State of New Mexico.

The application was received by the City Clerk's Office on December 16, 2019, and a public hearing must be held by the City within forty-five (45) days from receipt of such notice. The City has duly published notice of the hearing and properly notified the applicant of such hearing by certified mail.

Fiscal Impact:

Reviewed By: 
Finance Department

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

Attachments:

1. Application packet from State of New Mexico, Alcoholic Beverage Control
2. Area map
3. Affidavit of Publication
4. Resolution concerning approval or disapproval of the application

Legal Review:

Approved As To Form: 
City Attorney

Recommendation:

Appoint a Hearing Officer; Motion to approve or disapprove the application.

Approved For Submittal By:


Department Director

City Manager

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

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

CITY OF HOBBS

RESOLUTION NO. _____

A RESOLUTION CONCERNING THE ISSUANCE OF A
RESTAURANT LIQUOR LICENSE TO EL SENOR TAQUITO
LOCATED AT 2006 WEST MARLAND, HOBBS, NEW MEXICO

WHEREAS, the City of Hobbs has received the application of Jesus Gamez d/b/a El Senor Taquito for the issuance of a restaurant liquor license for the sale of beer and wine at El senor Taquito located at 2006 West Marland, Hobbs, New Mexico, and said application has received preliminary approval from the State of New Mexico, Alcoholic Beverage Control; and

WHEREAS, a public hearing is being held by the governing body of the City of Hobbs on January 21, 2020, on the question of whether or not the proposed restaurant liquor license should be granted for the sale of beer and wine.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the restaurant liquor license application of Jesus Gamez d/b/a El Senor Taquito, 2006 West Marland, Hobbs, New Mexico, be and is hereby _____ (approved or disapproved) for the sale of beer and wine.

PASSED, ADOPTED AND APPROVED this 21st day of **January, 2020**.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

Affidavit of Publication

STATE OF NEW MEXICO
COUNTY OF LEA

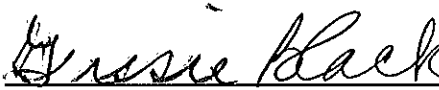
I, Daniel Russell, Publisher of the Hobbs News-Sun, a newspaper published at Hobbs, New Mexico, solemnly swear that the clipping attached hereto was published in the regular and entire issue of said newspaper, and not a supplement thereof for a period of 2 issue(s).

Beginning with the issue dated
December 19, 2019
and ending with the issue dated
December 29, 2019.



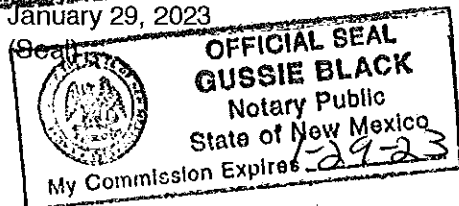
Publisher

Sworn and subscribed to before me this
29th day of December 2019.



Business Manager

My commission expires
January 29, 2023



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

LEGAL **LEGAL**

LEGAL NOTICE
DECEMBER 19 and 29, 2019

NOTICE OF PUBLIC HEARING

NOTICE is hereby given that the City Commission of the City of Hobbs, New Mexico, will hold a public hearing on Tuesday, January 21 2020, at 6:00 p.m., in the City Commission Chamber at City Hall, First Floor Annex, 200 East Broadway, Hobbs, New Mexico. The purpose of the hearing will be to consider whether the State of New Mexico Regulation and Licensing Department Alcohol and Gaming Division, should approve or disapprove the following liquor license application. Protests and objections may be made by any interested persons at the time, date and place of hearing.

NOTICE TO PERSONS WITH DISABILITIES: If you have a disability and require special assistance to participate in the hearing, please contact Jan Fletcher at least three days before the hearing date at (575) 397-9200.

If you are in need of an interpreter to participate in the hearing, please contact Jan Fletcher at (575) 397-9200 at least three days before the hearing date.

APPLICATION FOR RESTAURANT LICENSE FOR THE SALE OF BEER AND WINE

Application #: 1150700
Applicant: Jesus Gamez
D/B/A Name: El Senor Taquito
Proposed Address: 2006 West Marland
Hobbs, NM 88240

DATED this 17th day of December, 2019.

/s/ Sam D. Cobb
SAM D. COBB, Mayor

#35004

67108146

00237375

CITY OF HOBBS FINANCE DEPT
200 E. BROADWAY ST
HOBBS, NM 88240



New Mexico Regulation and Licensing Department
ALCOHOLIC BEVERAGE CONTROL

PO Box 25101 ▪ Santa Fe, New Mexico 87504-5101
Phone (505) 476-4875 ▪ Fax (505) 476-4595 ▪ www.rld.state.nm.us/abc

December 11, 2019

Certified Mail No.: 9171 9690 0935 0155 2452 23

Michelle Lujan Grisham
Governor

Marguerite Salazar
Superintendent

Andrew Vallejos
Director

City of Hobbs
Attn: Jan Fletcher
200 East Broadway
Hobbs, NM 88240

RECEIVED

DEC 16 2019

Re: Lic. No. /Appl. No.: Application No. 1150700
Name of Applicant: Jesus Gamez
Doing Business As: El Senor Taquito
Proposed Location: 2006 W. Marland Blvd., Hobbs, New Mexico 88240

OFFICE OF THE CITY CLERK
HOBBS, NEW MEXICO

Greetings:

The Director of the Alcohol and Gaming Division has reviewed the referenced Application and granted **Preliminary Approval**. It is being forwarded to you for Local Option District approval or disapproval of the Liquor License Application.

While the law states that "within forty-five (45) days after receipt of a Notice from the Alcohol and Gaming Division, the governing body shall hold a Public Hearing in the question of whether the department should approve the proposed issuance or transfer", we recognize the potential for conflict between the requirement for publication of 30 day notice and the 45 day hearing requirement. Should the Local Governing Body be unable to meet one of these requirements, please send a Request for Waiver/Extension by email to the assigned AGD Hearing Officer listed on page 2.

Notice of the Public Hearing required by the Liquor Control Act shall be given by the governing body by publishing a notice of the date, time, and place of the hearing twice during the 30 days prior to the hearing in a newspaper of general circulation within the territorial limits of the governing body. **The first notice must be published at least thirty (30) days before the hearing. Both publications must occur before a hearing can be conducted.** The notice shall include:

- (A) Name and address of the Applicant/Licensee;
- (B) The action proposed to be taken by the Alcohol & Gaming Division;
- (C) The location of the licensed premises.

In addition, if the Local Option District has a website, the Notice shall also be published on the website.

The governing body is required to send notice by certified mail to the Applicant of the date, time, and place of the Public Hearing. The governing body may designate a Hearing Officer to conduct the hearing. A record shall be made of the hearing.

THE APPLICANT IS SEEKING A RESTAURANT BEER AND WINE LIQUOR LICENSE WITH ON PREMISES CONSUMPTION ONLY

Within thirty (30) days after the Public Hearing, the governing body shall notify the Alcohol and Gaming Division of their decision to approve or disapprove the issuance or transfer of the license by signing the enclosed original Page 1 of the Application. The original Page 1 of the Application must be returned together with the notices of publication. **If the Governing Body fails to either approve or disapprove the issuance or transfer of the license within thirty days after the Public Hearing, the Director may issue the license.**

If the Governing Body disapproves the issuance or transfer of the license, it shall notify the Alcohol and Gaming Division within thirty (30) days setting forth the reasons for the disapproval. A copy of the Minutes of the Public Hearing shall be submitted to the Alcohol and Gaming Division with the Notice of Disapproval (*Page 1 of the Application, noting disapproval*).

Respectfully,


Charmaine Martinez, Hearing Officer
New Mexico Regulation & Licensing Dept. | Alcohol & Gaming Division
Phone: (505) 476-4804 Fax: (505) 476-4595
Email: charmaine.martinez2@state.nm.us

Enclosures:

1. Original Page 1 of the Application (*must be signed and returned w/notices of publication*)
2. Copy of Page 2 of the Application
3. Copy of Zoning Statement



AGD USE ONLY: Payment| Application Fee \$ 2m Received on: 11-5-19 Receipt No. 2238263
License Fee \$ _____ Received on: _____ Receipt No. _____
Application # 1150700 Local Option District: _____

RESTAURANT LIQUOR LICENSE APPLICATION

\$200.00 Application Fee, non-refundable.

Check appropriate boxes:

Application is for: New Restaurant Liquor License

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

NAME OF APPLICANT (company or individual) ADDRESS (including city, state, zip) TELEPHONE NUMBER
Jesus Gamez 2006 w Marland 575-602-5318

D/B/A Name to be used: El Señor Taquito Business Phone #: 575-942-2456

Email Address (required): Dallas carpet 2009 @ AOL. com

Physical location where license is to be used: (Include street number / highway number / state road, city and county, state, and zip code)
2006 w Marland Blvd
Hobbs NM 88240



Mailing Address: Same Above

Agent/Contact Person: Jesus Gamez Phone# 575-602-5318 Email: _____

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

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

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

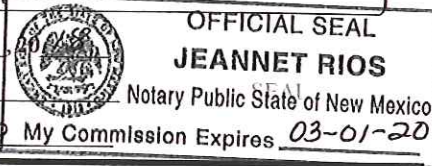
Signature of Applicant: _____ Date: 10/29/18

NOTARY PUBLIC USE ONLY: (State of New Mexico, County of Lea)

SUBSCRIBED AND SWORN TO before me this 30 day of October

By: Jesus Gamez Notary Public: Jeannet Rios

My Commission Expires: 03-01-20 My Commission Expires 03-01-20



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

Public Hearing held on _____, 20____. Check one: Approved Disapproved

Signature and Title of City/County Official: _____

FOR ALCOHOL AND GAMING DIVISION USE ONLY: Approved Disapproved

Signed by Director: _____ Date: _____



PREMISES LOCATION, OWNERSHIP, AND DESCRIPTION

NMSA §60-6B-10

1. The land and building which is proposed to be the licensed premises is: (check one)

- Owned by Applicant, copy of deed/document attached Leased by Applicant, copy of lease/document attached
 Other (provide details): _____

RECEIVED
NOV 05 2019
ALCOHOLIC BEVERAGE CONTROL

2. If the land and building are not owned by Applicant, indicate the following:

A. Owner(s): Lizbeth Duran

B. Date and Term of Lease: ~~8/1/2019~~ 8/1/19 Term of lease 5 yrs.

3. Premises location is Zoned (example C-1, see Zoning Statement): _____

Zoning Statement attached, which must be obtained from the Local Government, listing the proposed location by address, Type of Zone, state whether alcoholic beverages are allowed at proposed location, and if applicable, whether packaged sales, patio service and/or manufacturing is allowable. If there is no zoning in the proposed location, attach Statement from the local government, indicating there is no zoning.

4. Distance* from nearest Church: (Property line of church to closest point of licensed premises—shortest distance)

Name of Church: NONE First United Methodist Miles/feet: 1.6 Miles

Address/location of Church: 200 E. Sweder St. Hobbs NM 88240

5. Distance* from nearest School: (Property line of school to closest point of licensed premises—shortest distance)

Name of School: NONE Jefferson Elementary School Miles/feet: 0.8 Miles

Address/location of School: 1200 W. Park St. Hobbs NM 88240

6. Distance from military installation *(Property line of military installation to closest point of licensed premises—shortest distance.)

Name of Military Installation, ^{circle one:} Kirtland Air Force Base (Albuquerque), White Sands Missile Range (Las Cruces),
 Holloman Air Force Base (Alamogordo), Cannon Air Force Base (Clovis)
 Miles: 12.6 m.

7. Attach Detailed Floor Plan, must include the Total Square Footage of premises; List nearest cross street; Show which direction is North; Show each level (floor) where alcoholic beverages will be sold or consumed, exterior walls, doors, and interior walls; Patio Area with type of barrier used; Highlight Bonded Areas. The floor plan should be no larger than 8½ x 11 inches and **must be labeled** with designated areas highlighted, which will reflect the proposed Licensed Premises.

8. Type of Operation: Hotel Lounge Package Grocery Restaurant Racetrack

Small Brewer Craft Distiller Winery Wholesaler

Other (specify): _____

*NOTE: If the distance is beyond 300 feet, but less than 400 feet, a Registered Engineer or Licensed Surveyor must complete a Survey Certificate showing the exact distance.



PLANNING DEPARTMENT

200 E. Broadway Street, Hobbs, NM 88240
Ph. 1-505-397-9232 Fax 1-505-397-9227

July 29, 2019

RE: Zoning Certification for property located at 2006 W. Marland Blvd. in Hobbs, New Mexico.

Dear Mr. Roacho:

Pursuant to your request for a current zoning certification for property located west of 2006 W. Marland Blvd. in Hobbs, New Mexico, please be advised that the City of Hobbs has not adopted a zoning ordinance to regulate land uses and location of different types of development or specific business uses throughout the City at this time. Consequently, the City of Hobbs has no current regulations which govern zoning districts and/or land uses, or use of vacant land. Therefore, land use on the above referenced property in Hobbs is considered a use by right as of this date of July 29, 2019. Therefore, the current use is in conformance with applicable zoning law as of this date.

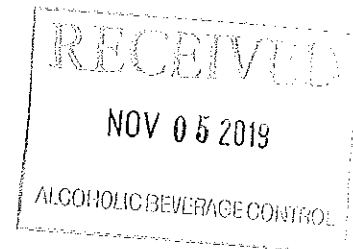
Please note that the City does have a Major Thoroughfare Plan, Subdivision Regulations, Flood Zone, Fire Zone, Landscaping Regulations, Building Code, Liquor License and other development regulations that must be followed for improvements and changes in building occupancy types, including yard setback requirements. This letter is in regards to that portion of the above referenced real property that exists within the corporate limits of the City of Hobbs, NM on July 29, 2019. If you have any questions or need further information, please contact me at (575) 397-9232.

Sincerely,

CITY OF HOBBS, NEW MEXICO

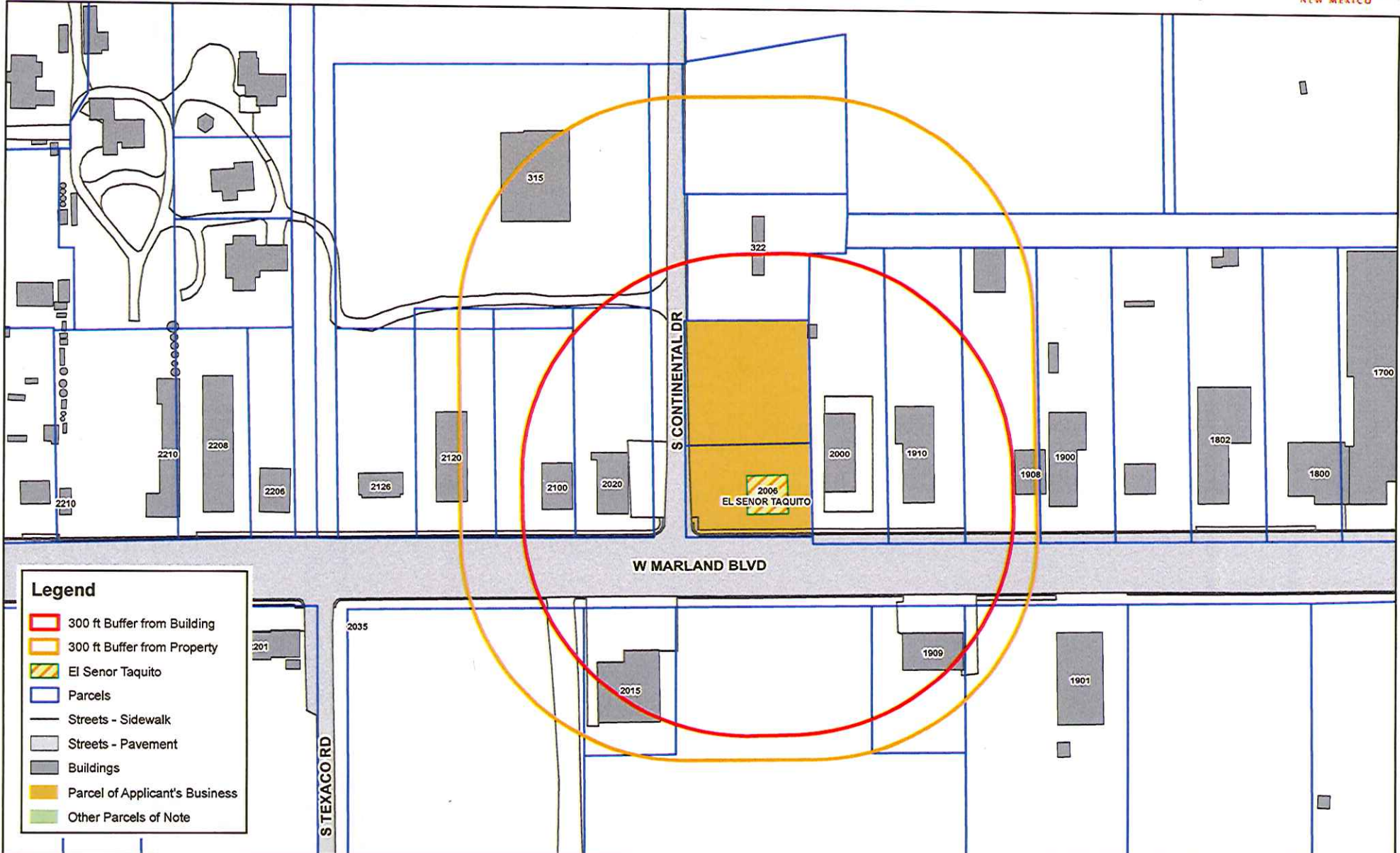
A handwritten signature in cursive script, appearing to read "Kevin Robinson", is written over a horizontal line.

Kevin Robinson - Planning Department



El Senor Taquito

300 ft Buffer Zone Map for Liquor License

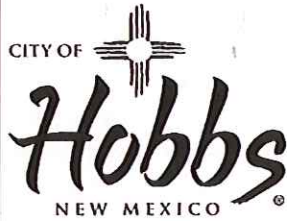


City of Hobbs GIS Division

SY

Date: 12/20/2019 1 inch = 175 feet Time: 1:45:11 PM

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



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: January 21st, 2020

SUBJECT: Resolution authorizing Lodgers' Tax for the City of Hobbs – Marketing Strategy for the City of Hobbs.

DEPT. OF ORIGIN: Finance
DATE SUBMITTED: January 9, 2020
SUBMITTED BY: Toby Spears, Finance Director

The Lodgers' Tax Board met on January 8th, 2020 and recommended funding for the following item:

City of Hobbs – Marketing Strategy - \$ 250,000.00.

On December 16th, 2019, the JF Maddox Foundation "gifted" a work product of various work product and deliverables that are aimed at achieving the Foundation's goal of attracting oil and gas investments as well as other economic investments. (Resolution # 6887) The City of Hobbs will continue this marketing and branding process thru the issuance of an RFP.

Fiscal Impact:

Reviewed By: 
Finance Department

December 31, 2019 Unallocated Cash Balance for the Lodgers' Tax Fund is as follows:

Cash for Grants	\$580,486.63
City and County	\$1,088,765.75
Airline Subsidy	\$581,149.89
TOTAL	\$ 2,250,402.27

Attachments:

Breakdown of request
Financial Summary
Resolution

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. 6900

A RESOLUTION AUTHORIZING
LODGERS' TAX FUNDS TO PROMOTE
MARKETING FOR OIL AND GAS INVESTMENTS AND OTHER ECONOMIC
INVESTMENTS

WHEREAS, the Lodgers' Tax Advisory Board met on January, 8 2020 and recommended forwarding the following lodger's tax request to the Commission;

	Amount Requested	Amount Funded	Shall Fund	Shall Not Fund
City of Hobbs- Marketing for Oil and Gas Investments, and other economic investments	\$250,000.00			

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the Mayor be and hereby is authorized to allocate Lodgers' Tax Funds in the total amount as specified herein.

PASSED, ADOPTED AND APPROVED this 21st day of January, 2020.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

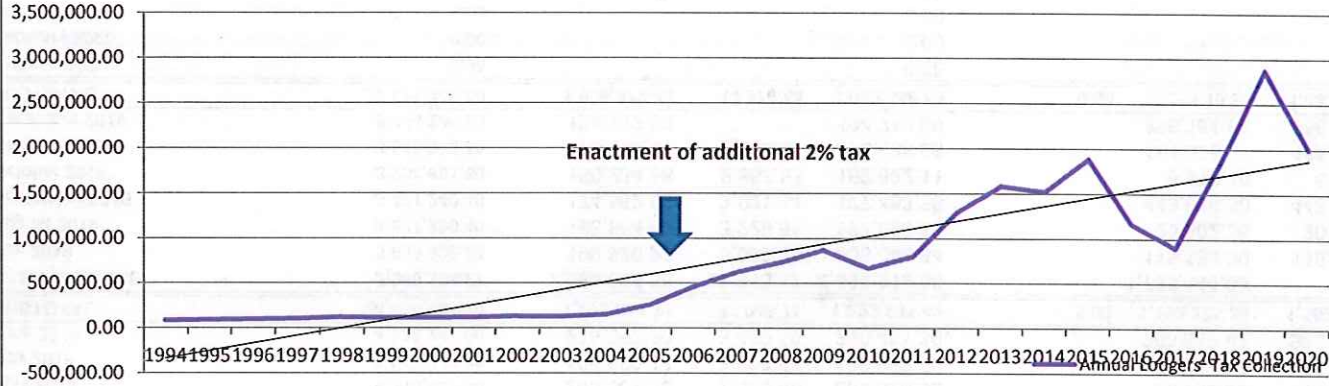
December 31, 2019

CITY OF HOBBS LODGERS' TAX REPORT

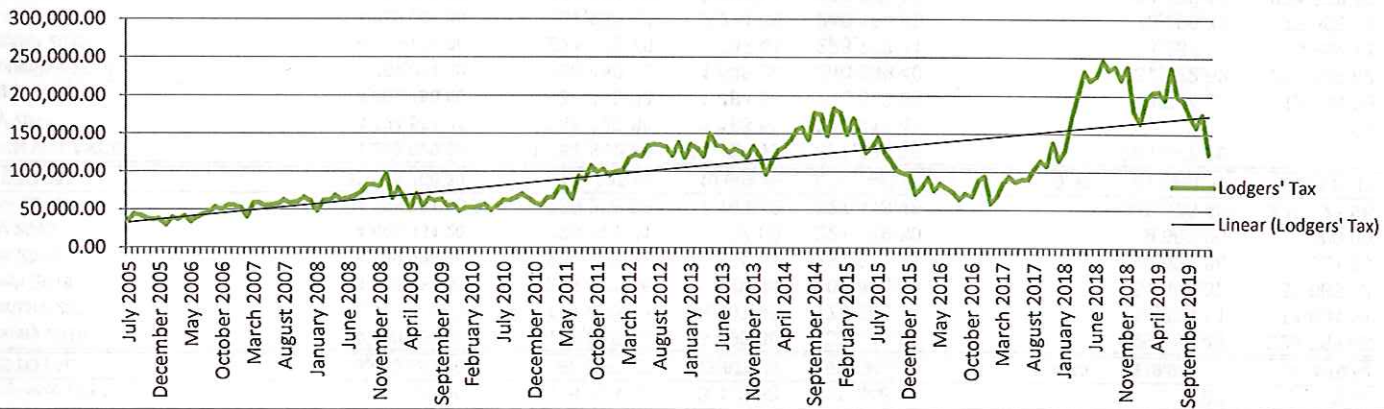
2019

		RECEIPTS 239999-			EXPENDITURES			NET CHANGE		Cash	
Month	Month	Gross Taxable Revenue	Lodgers' Tax	Other Income	TOTAL	Contract for Services	Advert & Promotion	TOTAL	For Month	YTD	Balance
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			
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			
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		4,639,998.60	231,999.93	802.01	232,801.94		10,521.88	10,521.88	222,280.06	222,280.06	1,269,088.75
May 2018		4,406,434.20	220,321.71	967.59	221,289.30		9,500.00	9,500.00	211,789.30	211,789.30	1,480,878.05
June 2018		4,525,501.20	226,275.06	1,143.42	227,418.48		325,375.98	325,375.98	-97,957.50	-97,957.50	1,382,920.55
SUBTOTAL		23,616,700.20	1,180,835.01	10,608.46	1,191,443.47	0.00	641,651.17	641,651.17			
CASH BALANCE		1,382,920.55	1,852,812.60	24,484.16	1,877,296.76		761,627.69				
July 2018		4,924,557.60	246,227.88	1,183.55	247,411.43		0.00	0.00	247,411.43	247,411.43	1,630,331.98
August 2018		4,682,780.80	234,139.04	1,484.86	235,623.90		13,644.20	13,644.20	221,979.70	469,391.13	1,852,311.68
September 2018		4,769,011.20	238,450.56	1,648.84	240,099.40		257,822.62	257,822.62	-17,723.22	451,667.91	1,834,588.46
October 2018		4,439,774.00	221,988.70	1,737.41	223,726.11		3,957.73	3,957.73	219,768.38	671,436.29	2,054,356.84
November 2018		4,759,001.40	237,950.07	2,214.46	240,164.53		73,306.33	73,306.33	166,858.20	838,294.49	2,221,215.04
December 2018		3,604,288.40	180,214.42	2,697.34	182,911.76		234,378.56	234,378.56	-51,466.80	786,827.69	2,169,748.24
SUBTOTAL		27,179,413.40	1,358,970.67	10,966.46	1,369,937.13	0.00	583,109.44	583,109.44			
January 2019		3,306,211.80	165,310.59	2,693.77	168,004.36		1,014.72	1,014.72	166,989.64	166,989.64	2,336,737.88
February 2019		3,930,807.80	196,540.39	3,027.42	199,567.81		28,439.97	28,439.97	171,127.84	171,127.84	2,507,865.72
March 2019		4,093,536.40	204,676.82	2,827.40	207,504.22		645,864.78	645,864.78	-438,360.56	-438,360.56	2,069,505.16
April 2019		4,113,651.00	205,682.55	2,838.40	208,520.95		52,752.50	52,752.50	155,768.45	155,768.45	2,225,273.61
May 2019		3,917,243.20	195,862.16	3,090.53	198,952.69		63,744.00	63,744.00	135,208.69	135,208.69	2,360,482.30
June 2019		4,739,244.00	236,962.20	3,469.19	240,431.39		360,519.42	360,519.42	-120,088.03	-120,088.03	2,240,394.27
SUBTOTAL		24,100,694.20	1,205,034.71	17,946.71	1,222,981.42	0.00	1,152,335.39	1,152,335.39			
CASH BALANCE		2,240,394.27	2,564,005.38	28,913.17	2,592,918.55		1,735,444.83				
July 2019		3,999,605.20	199,980.26	3,069.28	203,049.54		115,183.30	115,183.30	87,866.24	87,866.24	2,328,260.51
August 2019		3,877,290.40	193,864.52	3,228.61	197,093.13		20,802.36	20,802.36	176,290.77	264,157.01	2,504,551.28
September 2019		3,491,240.40	174,562.02	2,921.34	177,483.36		443,966.30	443,966.30	-266,482.94	-2,325.93	2,238,068.34
October 2019		3,204,691.60	160,234.58	2,587.53	162,822.11		6,512.10	6,512.10	156,310.01	153,984.08	2,394,378.35
November 2019		3,518,379.60	175,918.98	2,569.68	178,488.66		181,025.21	181,025.21	-2,536.55	151,447.53	2,391,841.80
December 2019		2,494,241.80	124,712.09		124,712.09		266,151.62	266,151.62	-141,439.53	10,008.00	2,250,402.27
SUBTOTAL		20,585,449.00	1,029,272.45	14,376.44	1,043,648.89	0.00	1,033,640.89	1,033,640.89			
January 2020		0.00			0.00			0.00	0.00	0.00	2,250,402.27
February 2020		0.00			0.00			0.00	0.00	0.00	2,250,402.27
March 2020		0.00			0.00			0.00	0.00	0.00	2,250,402.27
April 2020		0.00			0.00			0.00	0.00	0.00	2,250,402.27
May 2020		0.00			0.00			0.00	0.00	0.00	2,250,402.27
June 2020		0.00			0.00			0.00	0.00	0.00	2,250,402.27
SUBTOTAL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,250,402.27
CASH BALANCE		2,250,402.27	1,029,272.45	14,376.44	1,043,648.89		1,033,640.89				

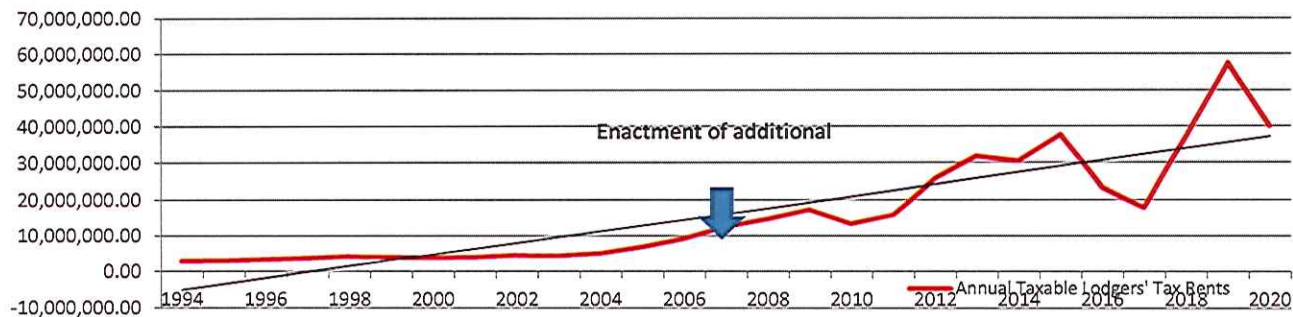
Annual Lodgers' Tax Collection



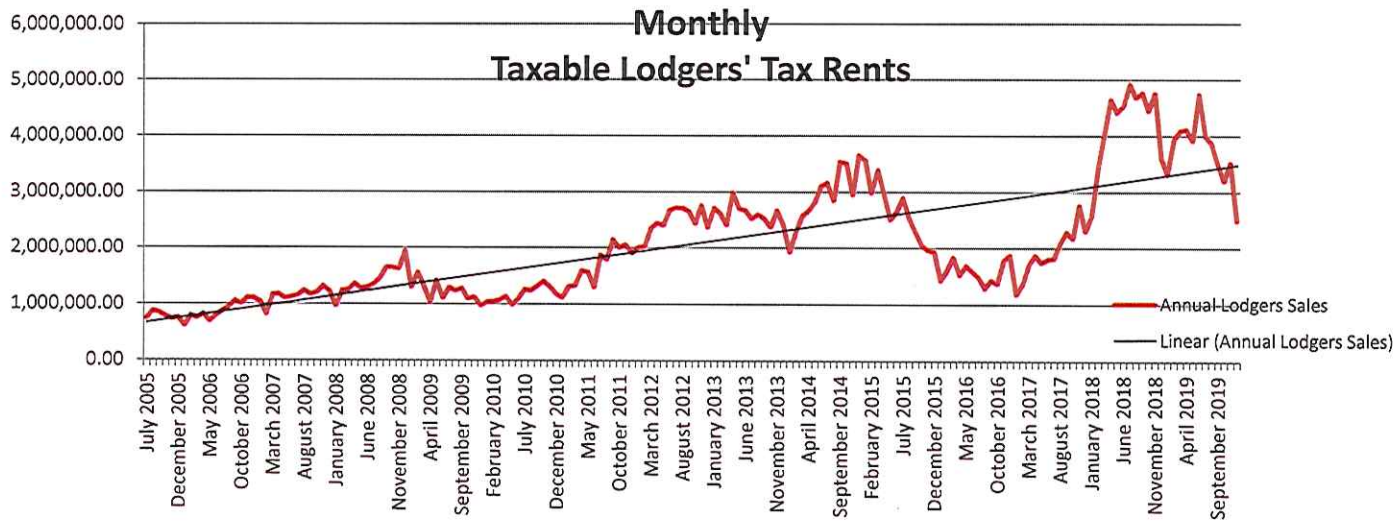
Monthly Lodgers' Tax Collection



Annual Taxable Lodgers' Tax Rents



Monthly Taxable Lodgers' Tax Rents



CITY OF HOBBS LODGERS' TAX PROGRAM						
12/31/2019						
AWARD						
	PROJECT	DATE	AMOUNT	ACTUAL EXPENSE	ACTUAL OUTSTANDING GRANT	CATEGORY
12/31/2019	CASH BALANCE				2,250,402.27	
Proof of Cash:						
Beginning Cash Available for Profit, Non-Profit, and Public Entities (20%)					276,584.11	NP
19-7	HOBBS USSSA (PERMIAN BASIN MIDLAND)	4/16/2018	80,000.00	80,000.00	0.00	NP
	NMJC - NMJCA OUTDOOR TRACK AND FIELD	10/15/2018	35,000.00	35,000.00	0.00	NP
20-2	HOBBS CHAMBER OF COMMERCE - HOBBS AUGUST NITES	4/11/2019	91,860.00	78,816.10	13,043.90	NP
20-3	HOBBS CHAMBER OF COMMERCE - HOBBS HOLIDAY TOURNEY	4/11/2019	15,618.00	0.00	15,618.00	NP
20-4	HOBBS CHAMBER OF COMMERCE - FEBREWARY FESTIVAL	4/11/2019	12,002.50	0.00	12,002.50	NP
20-5	CINCO DE MAYO COMMITTEE	4/11/2019	15,000.00	6,500.00	8,500.00	NP
20-6	JUNETEENTH 2020	4/11/2019	9,800.00	4,900.00	4,900.00	NP
20-7	HOBBS HISPANO CHAMBER OF COMMERCE - MARIACHI CHRISTM	4/11/2019	20,000.00	0.00	20,000.00	NP
20-8	HOBBS HISPANO CHAMBER OF COMMERCE - SEPTIEMBRE	4/11/2019	25,000.00	18,804.72	6,195.28	NP
20-9	HOBBS KENNEL CLUB	4/11/2019	3,200.00	0.00	3,200.00	NP
20-10	SOUTHWEST SYMPHONY 2020	4/11/2019	70,733.50	44,012.66	26,720.84	NP
20-11	UNITED WAY - 2ND ANNUAL BENEFIT CONCERT	4/11/2019	10,000.00	10,000.00	0.00	NP
20-12	HOBBS USSSA	4/11/2019	36,500.00	36,500.00	0.00	NP
20-13	PERMIAN BASIN USSSA	4/11/2019	162,500.00	118,419.02	44,080.98	NP
20-14	WESTERN HERITAGE MUSEUM	4/11/2019	54,635.00	24,072.50	30,562.50	NP
20-15	HOBBS QUARTERBACK CLUB 2020	4/11/2019	9,800.00	0.00	9,800.00	NP
20-16	TUFF HEDEMAN CHAMPIONSHIP BULL RIDING 2020	4/11/2019	20,000.00	0.00	20,000.00	P
20-17	CYCLE CITY PROMOTIONS - KICKER ARENACROSS/MONSTER	4/11/2019	50,000.00	49,942.81	57.19	P
TOTAL REMAINING ALLOCATION FOR PROFIT, NON-PROFIT AND PUBLIC ENTITIES			428,549.81	0.00	214,681.19	
Add:	20% Monthly Tax Revenue (starting April 1st, 2013)				518,583.71	
Cash Available for Allocation					580,486.63	
Beginning Cash Available for Local Government (City and County) (40%)					553,168.22	
19-18	CITY OF HOBBS - FIREFIGHTER CHALLENGE	1/9/2019	44,392.43	44,032.48	359.95	LOCAL GOV
20-18	ROCKWIND COMMUNITY LINKS - 2020	4/11/2019	93,975.00	32,546.61	61,428.39	
20-19	C.O.R.E - 2020 - MARKETING	4/11/2019	179,350.00	27,156.10	152,193.90	
20-20	C.O.R.E - 2020 - OPERATING	4/11/2019	500,000.00	250,000.00	250,000.00	
20-21	CITY OF HOBBS - NM PARKS ASSOCIATION STATE CONF	4/11/2019	13,825.00	13,420.79	404.21	
20-22	LEA COUNTY EVENT CENTER - FAIR AND RODEO - 2020	4/11/2019	108,330.00	107,378.30	951.70	
20-25	CITY OF HOBBS - SLAM AND JAM	10/9/2019	25,500.00	0.00	25,500.00	
20-26	CITY OF HOBBS - HOBBS TREE LIGHTING	10/9/2019	18,815.00	8,083.26	10,731.74	
TOTAL REMAINING ALLOCATION FOR LOCAL GOVERNMENT			984,187.43	482,617.54	501,569.89	
Add:	40% Monthly Tax Revenue (starting April 1st, 2013)				1,037,167.42	
Cash Available for Allocation					1,088,765.75	
Beginning Cash Available for Fire, EMS, Sanitation (15%)						
TOTAL REMAINING ALLOCATION FOR CITY OF HOBBS POLICE AND FIRE			388,937.78	150,000.00	238,937.78	
Add:	15% Monthly Tax Revenue (starting April 1st, 2013)		388,937.78	150,000.00	388,937.78	
Cash Available for Allocation					150,000.00	
Beginning Cash Available for Airline subsidy (25%)					54,559.75	
20-23	EDC - 2020 AIRLINE SUBSIDY (Marketing)		500,000.00	22,558.18	477,441.82	
20-24	EDC - 2020 AIRLINE SUBSIDY (Marketing) - DENVER PROMO	10/9/2019	99,160.00	0.00	99,160.00	
Add:	25% Monthly Tax Revenue (starting April 1st, 2013)			648,229.64	648,229.64	
TOTAL REMAINING ALLOCATION FOR AIRLINE SUBSIDY				670,787.82		
Cash Available for Allocation					581,149.89	



City of Hobbs
Annual Funding Guidelines
Lodgers' Tax Requests for Proposal (RFP)
from 05/01/2019 - 06/30/2020

The City of Hobbs and the Hobbs City Commission wish to ensure that your events have the greatest chance of success. The following guidelines have been adopted by the City Commission to outline procedures for the annual expenditures of Lodgers' Tax funds.

1. The City of Hobbs is accountable to the City Commission for Lodgers' Tax Funds and is responsible for the placement of any orders involving expenditures of Lodgers' Tax funds. The table below details eligible & non-eligible expenses per Ordinance # 1052

Eligible	Non-Eligible
Professional Performance Fees Sound and Lighting as Related to Performance	Administrative Office Overhead
Advertising/Promotion Items	Website Costs
Sanitation	Real Property
Sanction Fees	Tangible Property

For internal control purposes of lodgers' tax funds, the organization must provide valid proof of expenditures and contracts. Cash transactions by the organization (eg: cash currency payments to individuals) will not be considered valid. All invoices and contracts must be legible. The Finance Department may ask the organization to provide a W-9 for a vendor, cleared check, bank statement or other documentation to determine whether or not the transaction is valid for lodgers' tax.

2. The organization requesting Lodgers' Tax funding shall designate a representative to serve in the capacity of spokesperson for that organization. The representative or designee must make all attempts to attend the Lodgers' Tax meeting or City Commission meeting as appropriate when requesting funding to answer questions.
3. All Requests for Proposal's (RFP's) for Lodgers' Tax **annual** funding must be received by **March 15, 2019**. (This is to include all events to occur during the period indicated above for which your organization is requesting funding.)
4. A proposed budget must be submitted with the RFP for annual Lodgers' Tax funding explaining how fees and other revenues are to be used and include a detailed list of estimated expenses for any and all events on an annual basis.
5. Event Summaries from prior year funding will be required during the annual presentation process. Event summaries should include the number in attendance, the number of overnight stays and the actual revenue and expenditures. **Any unspent funding at the end of the funding cycle (05/01/2019-06/30/2020) will revert back to the City of Hobbs Lodgers' Tax Fund. Expenses will NOT be reimbursed after August 31, 2020.**
6. In addition to the above listed criteria, organizations requesting funding may be asked to provide the following information:

- Proof of non-profit status and copy of last years IRS form 990
- Proof of agency good standing with the NM Corporation Commission
- Proof of Workers-Comp or Liability Insurance Coverage

Advertising not included in the initial request for funding is the RESPONSIBILITY AND OBLIGATION OF THE ORGANIZATION PLACING SUCH ORDER.

I have read and fully understand the above guidelines for the Lodgers' Tax Funding.

Representative

 Received at City Hall:

Name of Organization
 City of Hobbs

date
 1-3-19

(date and time)

Request for Lodgers' Tax Assistance
Contact Information

Organization	City of Hobbs
Name of Contact	Meghan Mooney, Tanya Sanchez
Address	200 E. Broadway
City, State Zip	Hobbs, NM 88240
Phone#/Fax#	575 397 9235
email	mmooney@hobbsnm.org, tsanchez@hobbsnm.org

Event Budget

		Event 1	Event 2	Event 3	Event 4	Event 5	Total
Income	Sponsorships						-
	Sales						-
	Donations						-
	Prior Year Carryover						-
	Other (please explain)						-
	Total Income	-	-	-	-	-	-
		Event 1	Event 2	Event 3	Event 4	Event 5	Total
EXPENSE (NON- LODGERS' TAX	Cost of Sales Items						-
	Cost of Awards						-
	Building/Booth Rent						-
	Advertising						-
	Printing & Mailing						-
	Print Media						-
	Electronic Media						-
	Misc. _____ (Please explain)						-
	Total NON- LODGERS' Exp.	-	-	-	-	-	-

NON -
LODGERS'
TAX

Lodgers' Tax Budget Summary

	Event 1	Event 2	Event 3	Event 4	Event 5	Total
Printing	-	-	-	-	-	-
Print Media	-	-	-	-	-	-
Electronic Media	-	-	-	-	-	-
Other	250,000.00	-	-	-	-	250,000.00
TOTAL LODGERS' TAX REQ. SUMMARY	250,000.00	-	-	-	-	250,000.00

LODGERS'
TAX

Instructions: Please complete all areas of ORANGE that apply. Lodgers' Tax Budget Summary must reconcile to Event Details

CITY OF HOBBS

RESOLUTION NO. 6887

A RESOLUTION ACCEPTING A GIFT FROM THE JF MADDOX
FOUNDATION OF WORK PRODUCT AND DELIVERABLES

WHEREAS, the JF Maddox Foundation has sought to assist with the improvement of the economy and quality of life of Hobbs, New Mexico; and

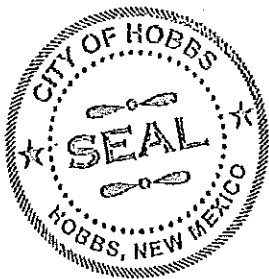
WHEREAS, in their efforts, the JF Maddox Foundation engaged a national firm to research the region and develop strategies to enable Hobbs, New Mexico to be more competitive in attracting oil and gas investments, as well as other economic investments, into Hobbs, New Mexico; and

WHEREAS, that national firm, Development Counsellors International (DCI), has provided the JF Maddox Foundation with various work product and deliverables that are aimed at achieving the Foundation's goal of attracting oil and gas investments, as well as other economic investments, into Hobbs, New Mexico; and

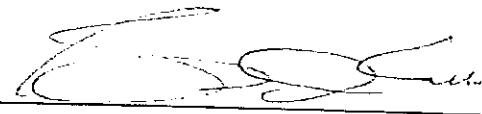
WHEREAS, the JF Maddox Foundation seeks to gift the work product and deliverables to the City of Hobbs.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the gift from the JF Maddox Foundation be and is hereby gratefully accepted.

PASSED, ADOPTED AND APPROVED this 16th day of December, 2019.



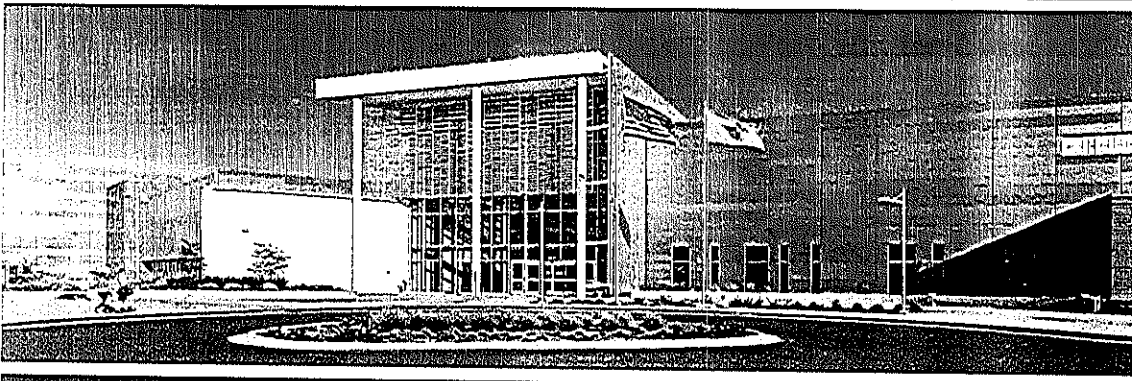
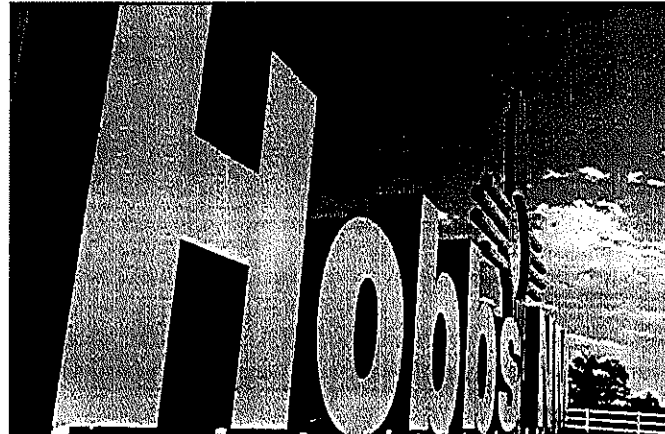
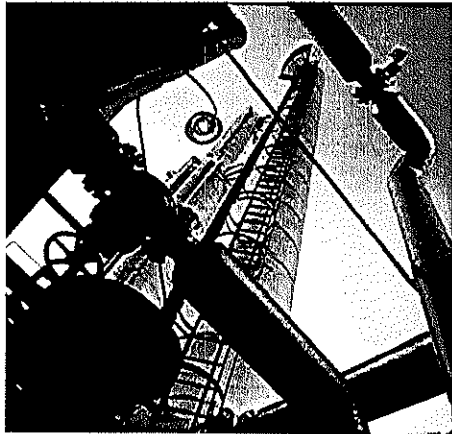
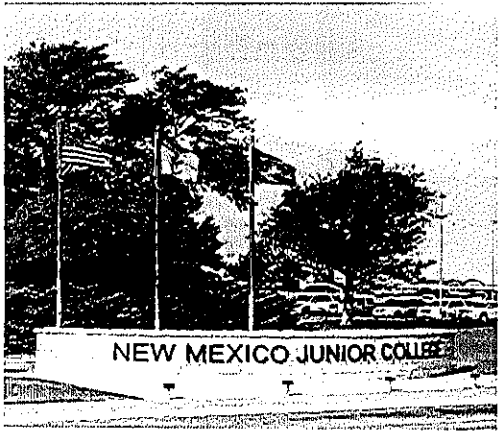
ATTEST:



SAM D. COBB, Mayor



JAN FLETCHER, City Clerk



JANUARY – DECEMBER 2019 DCI PROJECT REPORT



PRESENTED BY
DEVELOPMENT COUNSELLORS INTERNATIONAL

December 16, 2019



ABOUT DCI

59

YEARS

SPECIALIZING

IN

**ECONOMIC
DEVELOPMENT**

&

**TOURISM
MARKETING**

500+

represented
places

cities
states
regions
countries

4 OFFICES

NEW YORK



LOS ANGELES



DENVER

TORONTO



60

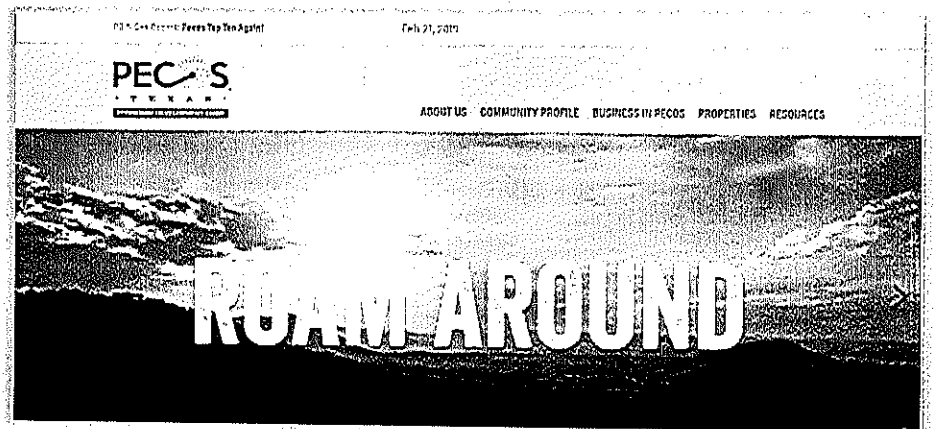
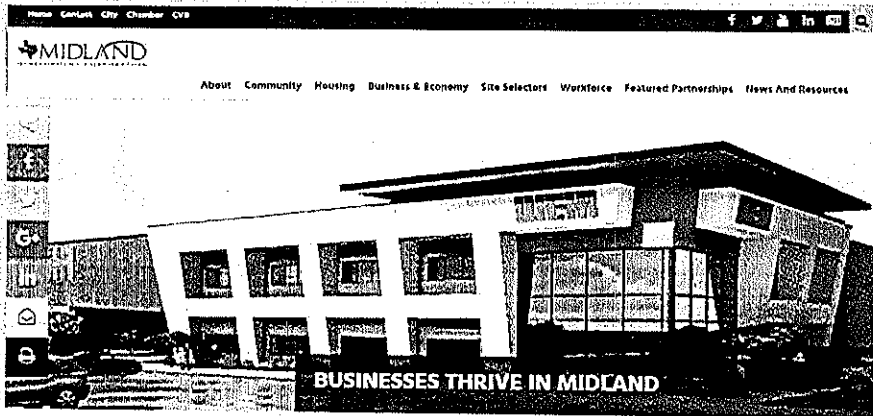
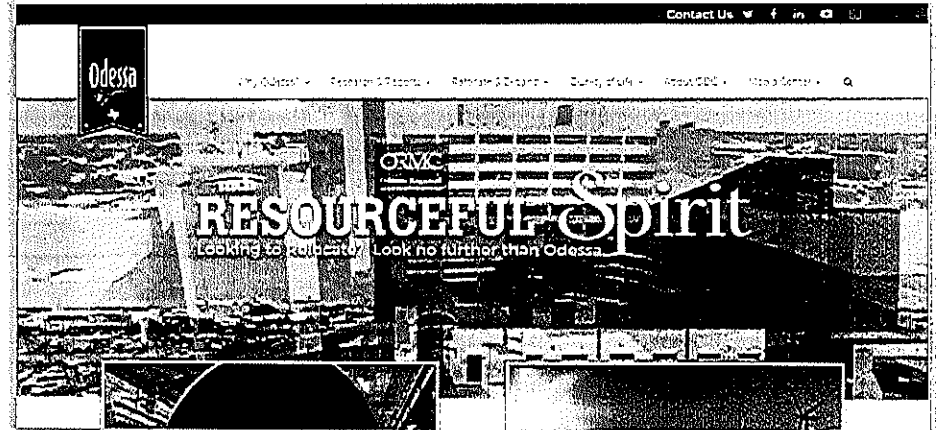
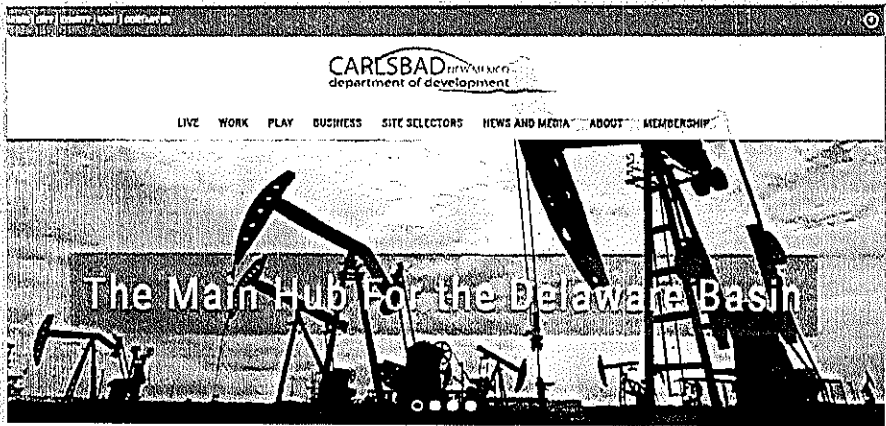
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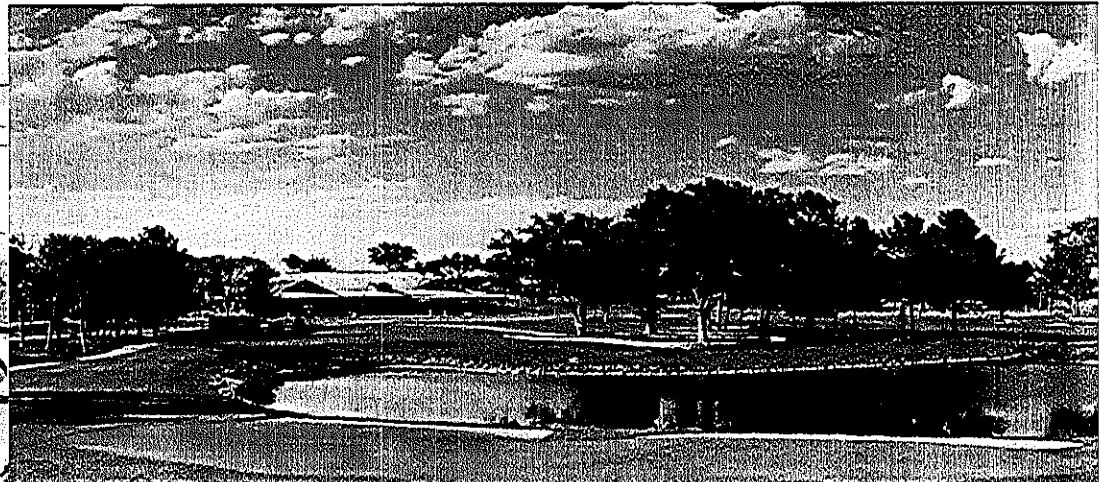
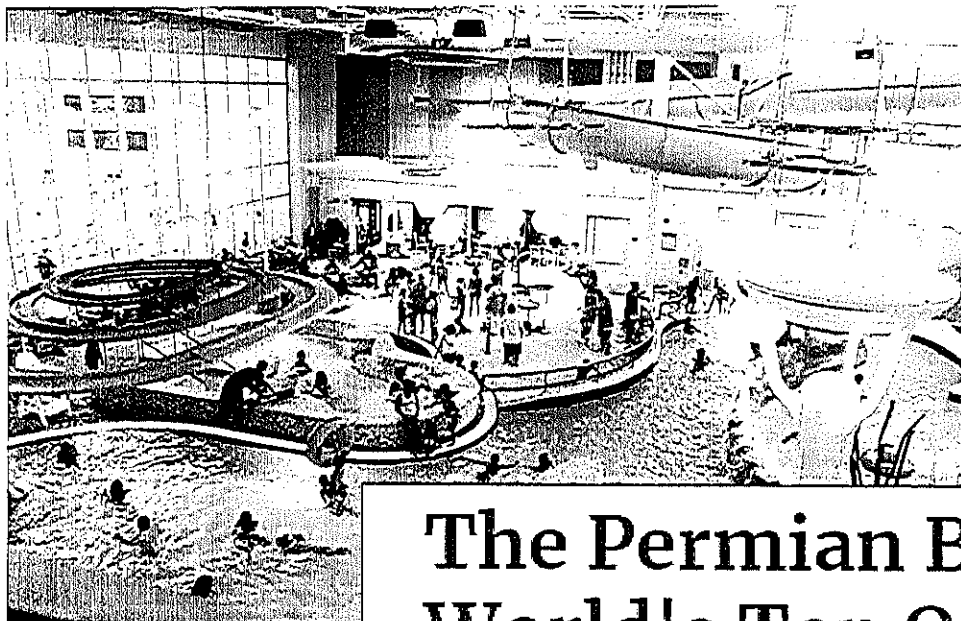
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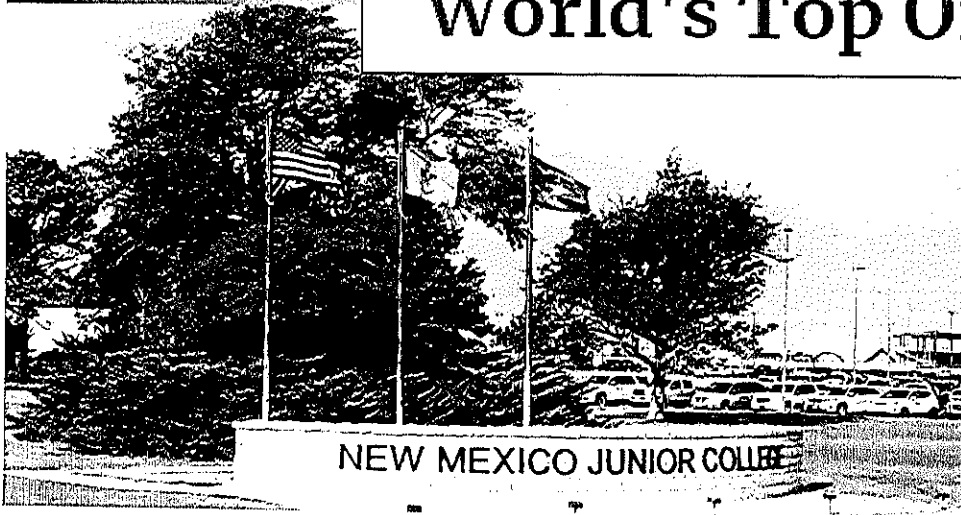


**WHY DCI WAS ENGAGED
FOR HOBBS**





The Permian Basin Is Now The World's Top Oil Producer



DCI'S BLUEPRINT

A PROVEN PROCESS

01

**Research &
Brand Strategy
Development**

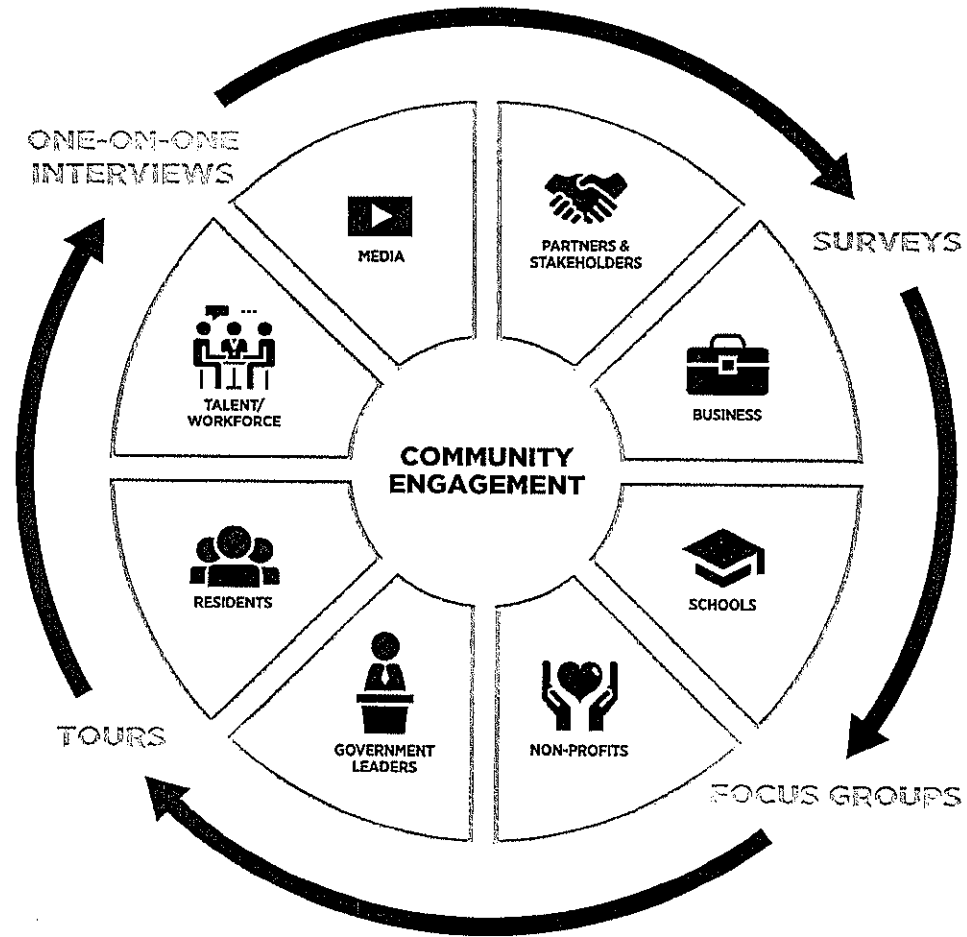
02

**Brand
Messaging**

03

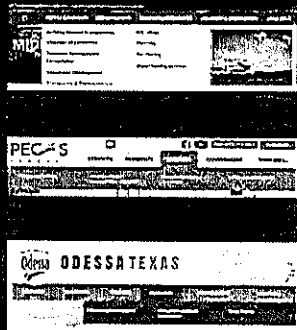
**Marketing
Strategy
Development**

COMMUNITY INSIGHTS



WEBSITE AUDIT

THE SITUATION



DIVING DEEPER INTO COMPETITOR SITUATIONS VS. HOBBS, NM

For the cities of Midland, Odessa and Pecos, each have separate city-specific websites that direct to the economic development entity under the Business or Business Resources tab, as seen to the left. This allows them to offer their city services on a dedicated website, but also point to the appropriate entity for more information about economic development. Note that only Midland ("Culture & Recreation") and Odessa ("Living in Odessa") have information about livability for residents considering a potential move.

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Revisiting this Approach Through a City of Hobbs Context

The City of Hobbs also has a stand-alone website, but there are some dynamics that differ from (or are unknown in) these other locations, that may result in different approaches. Those are:

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- The Lea County EDC just invested in a new website itself, so developing a similar partnership to Carlsbad for something like a www.develophobbsnm.org website would be unrealistic. It also brings up potential conflict-of-interest issues with other cities in Lea County, threatening the long-term sustainability of the program (as previously discussed).
- The emphasis of this entire marketing program needs to be directed at elevating the brand profile of Hobbs itself.

THE SOLUTION



WorkatYourPeakCO.com is a microsite we developed with Metro Denver EDC that focuses specifically on recruiting financial services talent from around the U.S. to the Denver region. It consists of a visual home page and just five content pages (see menu above) focused on information of interest to those considering a move.

OPTION 1 – SMALL, BUT MIGHTY: THE MICROSITE

Microsites are stand-alone websites intended for a more streamlined, narrowly-focused subject matter that may coincide with a specific campaign or cluster of related campaigns. They're more nimble, efficient and technically agile (not to mention more cost-effective) than building a full website solution.

How it would work:

- Brand-building home page with strong visuals and copywriting.
- Dedicated pages for the four key audiences (residents, oil & gas, developers and retailers).
- Search-engine optimized for keywords related to New Mexico, Hobbs and Permian Basin.
- Referral links to Lea County EDC for incentives, transportation, taxes, business resources and sites.

Pros

- Cost-effective and quicker turn-around.
- Would fill in the gaps in existing digital assets. The City of Hobbs and Lea County EDC websites would stay untouched, with minimal overlap of content.
- DCC can build on Wordpress and have relative autonomy with the necessary updates for paid media implementation. Thus, the City's Dreamweaver CMS would not be in conflict.
- Site content would be 100% oriented toward external audiences looking to move to or do business in Hobbs, NM.
- In the future, additional pages could be added or deleted easily (as program dynamics change) without much complication.
- Would require minimal site maintenance due to the brevity of content.
- Can remain 100% focused on the new brand without consideration of existing content or commitments.

KEY OUTCOMES FROM THE BLUEPRINT

THE BRAND



At The Heart of The Permian Basin

BRAND GUIDE



At The Heart of The Permian Basin



At The Heart of The Permian Basin

Brand Guidelines

Hobbs Logo Color Variation



KEY MESSAGES

Rich in Youth: Rich in Education



Hobbs average age is 31 with the greatest concentration of people under age 20 - a decisive factor for future labor supply. We're home to the largest labor market in Southwestern New Mexico and offer access to strong educational opportunities, which makes Hobbs a long-term living solution for an ever-increasing transient workforce throughout the Permian Basin.

Hobbs Municipal School District is made up of 19 different campuses and has more than 10,000 students. Hobbs High School has the highest graduation rate among large schools in New Mexico. The Hobbs Municipal School District also offers a strong Advanced Placement program with nearly 40 percent of students enrolled in Pre-AP or AP classes.



In 2020, construction on a \$90 million vocational-technical high school will begin, providing Hobbs youth with the tools they need to launch their careers in high-growth industries while at the same time providing the marketplace with skilled labor. Hobbs has two higher education institutions offering a range of degrees. New Mexico Junior College serves 3,000 students and offers Associate Degrees and Certificates. It also offers the most productive workforce training facility in the state along with continuing education classes and national job-based certificate programs.

The University of the Southwest is a private four-year Christian university offering bachelor's, masters and doctoral degree programs. Its online education programs have been ranked highly by U.S. News and World Report.




This is Hobbs



At the Heart of the Permian Basin



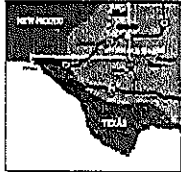

Hobbs
 New Mexico
 At the Heart of the Permian Basin

COLLATERAL

Hobbs, New Mexico Fast Facts

Hobbs

Population & Demographics



47,240
Hobbs Population (CCO)

69,505
Lea County Population

Age Distribution
City of Hobbs

Population Growth 2010-2017


13.6% City of Hobbs

11.2% Lea County

Oil & Gas Industry Fast Facts

Hobbs

Demographics



47,240
Hobbs Population (CCO)

69,505
Lea County Population

13.8% Population Growth

11.2% Population Growth

Hobbs is the largest labor market in southeast New Mexico

8,044 Oil & Gas Industry Labor Force

\$77,272 Average Oil & Gas Industry Salary

#2 Highest Oil-Producing County in the U.S. (Lea County, NY)

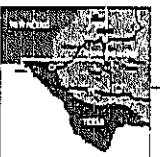
Lea County is forecasted to be the No. 1 oil-producing county in the nation by 2021.

#1 Oil Do Per 1 mi We Act The

Residential Developers Fast Facts

Hobbs

Demographics



47,240
Hobbs Population (CCO)

69,505
Lea County Population

Residential Development & Opportunities

330 Number of permits issued for residential construction in 2016

2,000 Homes needed by 2020 to meet demand

\$170,000 Median Home Price

600 Three-family potential since 2015

53% Partners who are in active development phase


Incentives

The City of Hobbs provides incentives for businesses to expand operations in the city, including tax breaks, grants, and other incentives.

Retail Industry Fast Facts

Hobbs

Demographics



47,240
Hobbs Population (CCO)

69,505
Lea County Population

13.8% Population Growth

11.2% Population Growth

Strong Purchasing Power

\$78,000+ Average annual salary in the area

146,500 Retail Trade Labor Population

New & Expanding Businesses


Since January of 2017, Hobbs has added nearly

100 new food establishments

62 stores

PAID SEARCH CAMPAIGN

Make Hobbs, NM Home | High Quality of Life | Low Cost of Living


 www.choosehobbsnm.com

Hobbs is Family-Friendly, Collaborative, Caring and Engaged. Learn More Today. Permian Basin's Most Livable Community, Lifestyle Amenities, Access to Regional Airport.


Hobbs, New Mexico | Large Retail Trade Area

 www.choosehobbsnm.com

Hobbs is Southeast New Mexico's Largest Retail Trade Area at Nearly 147,000. Learn More. As the Permian Basin's Most Livable Community, Hobbs is Forecasting Sustainable Growth.

Hobbs, New Mexico | Sustainable Development | 

In Heart of the Permian Basin

 www.choosehobbsnm.com

In the World's Most Active Oil Basin, A Striking Success
Among Residential Developers. Hobbs Isn't Just Another
Boomtown. But a Hometown with Full Lifestyle Amenities.



Google Ads

MARKETING BEST PRACTICES



What the City of Hobbs website does not account for are those who may be considering locating a business in Hobbs or potentially moving to the area for a job.



ADVERTISING

The rise of digital advertising has provided insight into campaign performance that makes digital channels the preferred in situations. However, print advertising still luster in situations where target audience is concentrated or where the opportunity for digital campaigns exists.

Below, we recommend a mix of digital with additional advertising opportunities to communicate Hobbs' new brand as effectively as possible.

DIGITAL ADVERTISING

- **Google+ Paid Search:** Following the lead of our microsite, we recommend running a campaign via Google search to extend messaging and drive traffic to the website searching relevant topics. This incorporates your key messages target professionals and businesses and in action to visit the site. Here are 10 ad, which appears at the top of search keywords are triggered:

PPC Ad Example:

Atlanta's Last Frontier - Develop
173 Wynn Develop
Douglas County, GA: a prime location with a
20 Miles West of ATL - Available 24 hrs - 7 days
Location
Vacation & Support

- **LinkedIn Sponsored Content:** LinkedIn targeting features are the most advanced business, serving direct sponsored content into a user's newsfeed to prospects by seniority, location and industry. This market to developers, retailers and industry. LinkedIn content includes an image and a link for more information content on your website. It is usually have 3-4 different units in each campaign variety and text messaging that will audience.

SOCIAL MEDIA BEST PRACTICES

It's important that local community executives, members, visitors and prospective talent can find Hobbs' social media profiles with little effort. They should all be linked from the new website on both the homepage and footer or navigation bar throughout. All social media profiles should have the full organization name and link back to website. Social media platforms can show up in search engines and it's important to think of them as an extension of SEO.

There are countless social media platforms for economic development organizations to be on nowadays. DCI recommends Hobbs place the most emphasis on cultivating Instagram, and growing LinkedIn and Facebook, due to the platforms' significance among business executives and talent looking for the best place to live and work. Before diving into platform specific recommendations, we encourage Hobbs set up the basics with the following tips applicable across all social media:

- **Post regularly:** While platform-specific frequencies are detailed in the pages that follow, it's important to have a steady stream of content across profiles. Your followers are following you with reason, as a source of news and inspiration. The more you share, the more top of mind Hobbs will be.
- **Share the love:** It's important to tag partners and sources in all posts. If you're mentioning a company announcement or interview with their employee, tag the company. If you're sharing a local news story, tag the media outlet. The benefit to tagging other pages on social media is that tagged companies are more likely to share your post to their followers, their followers are more likely to see your original post through algorithms, and your SEO can improve as Google will read the social media pages as relevant and credible.

MARKETING COLLATERAL:

CREATE NEW & REVAMP EXISTING ASSETS

As mentioned in the existing marketing materials audit section, DCI discovered that Hobbs is in need of a major re-refresh to outdated marketing collateral, especially with the launch of an updated brand.

The idea here is to build out collateral for economic development marketing purposes, while keeping a balance between digital and printed materials. While DCI recommends leaning heavily on going digital for the most part - particularly with the launch of the new microsite - it will be important for Hobbs to create a handful of printed materials with solid content and smart design. These printed materials will streamline important information to make them useful for economic development audiences, business prospects and future talent. The following are the critical collateral we'd recommend for Hobbs.

City of Hobbs Profile Piece

This overarching piece should be a simple 2-4 page brochure and could be distributed to anyone looking for general information on Hobbs. It should be designed in a simple, clean way that best represents the new brand and overall story of the City. This economic development profile piece could ideally be handed out during discussions with prospects at conferences, and available to download online.

Key details to include:

- General Hobbs overview
- Map
- Target Industries
- Educational attainment of workforce
- Top employers
- Wages for key industries
- Recent community investments
- Hobbs demographics
- Positive stats/rankings
- Key assets, including cost of doing business, labor costs, tax policy and/or incentives

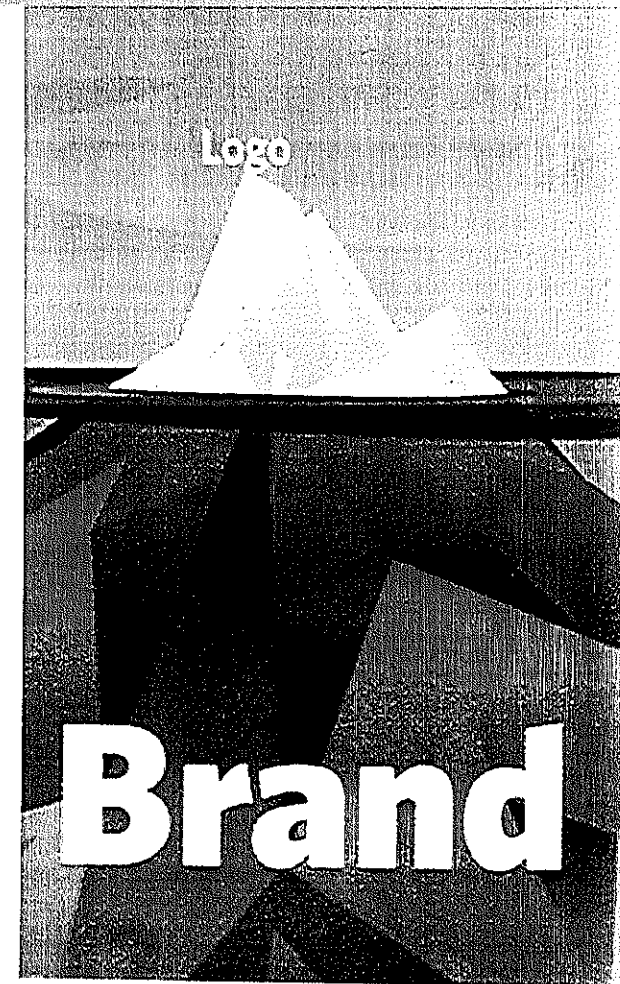
A FINAL THOUGHT

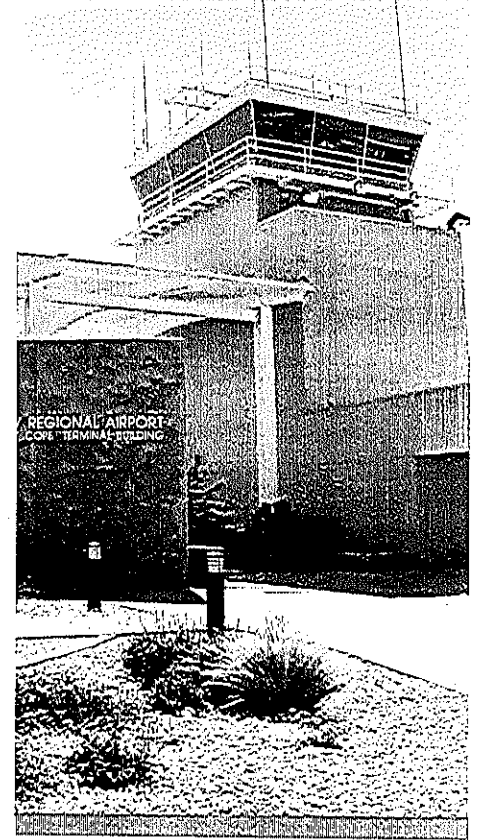
YOUR BRAND IS NOT YOUR TAGLINE...

A brand is built by what others say about your community — not what you say about yourself.

OUR PERSPECTIVE

- Brand identity is built by credible third parties
- Logo/tagline just one piece of the marketing puzzle
- Implementation of marketing strategy/tactics will bring brand to life
- Your logo/tagline won't appeal to everyone





THANK YOU
Q & A





JANUARY – DECEMBER 2019 DCI PROJECT REPORT



PRESENTED BY
DEVELOPMENT COUNSELLORS INTERNATIONAL



IT ALL HAPPENS HERE .



59
YEARS

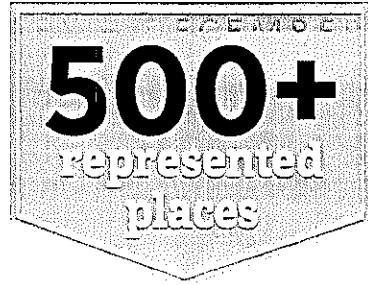
SPECIALIZING

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cities
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4 OFFICES

NEW YORK



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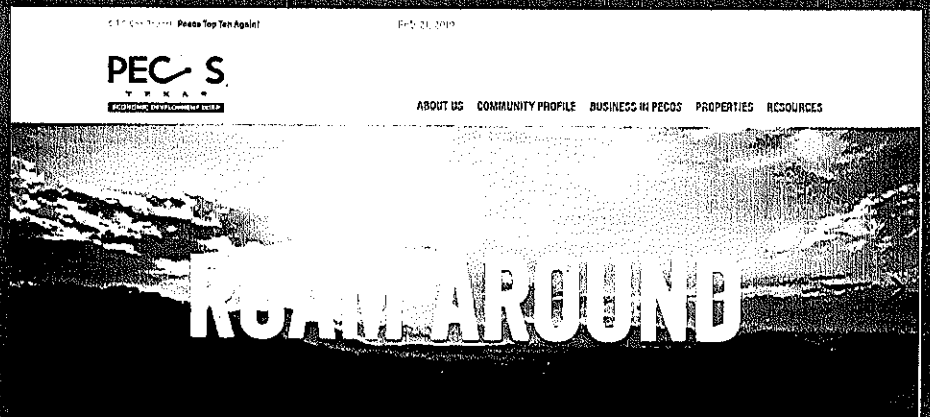
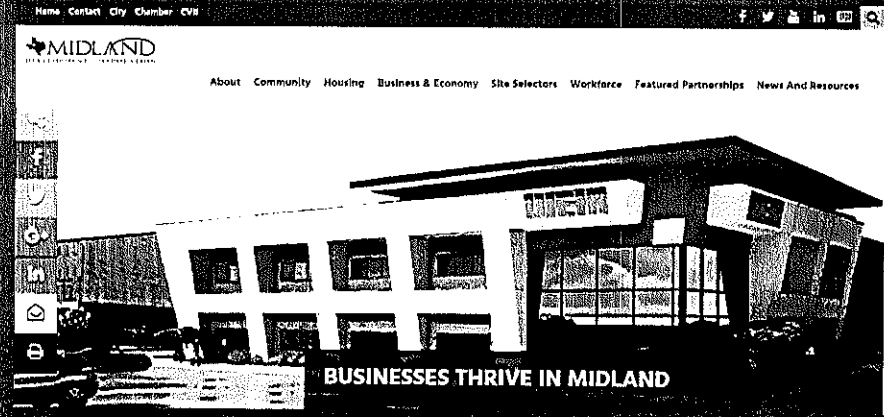
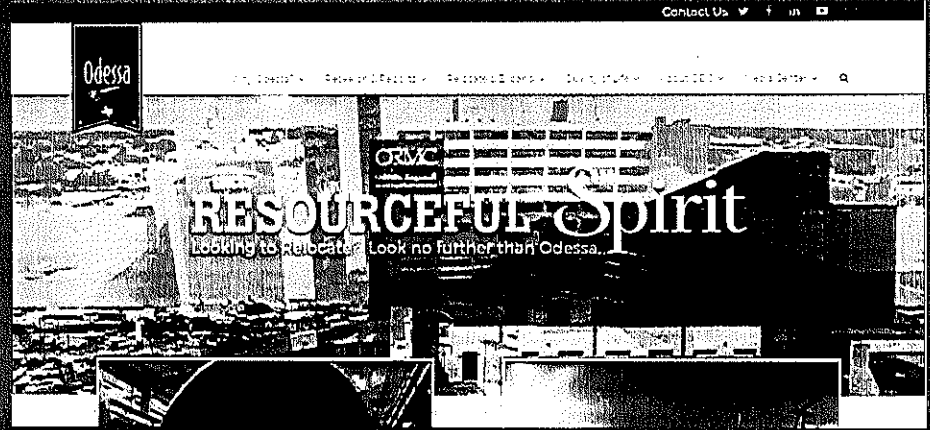
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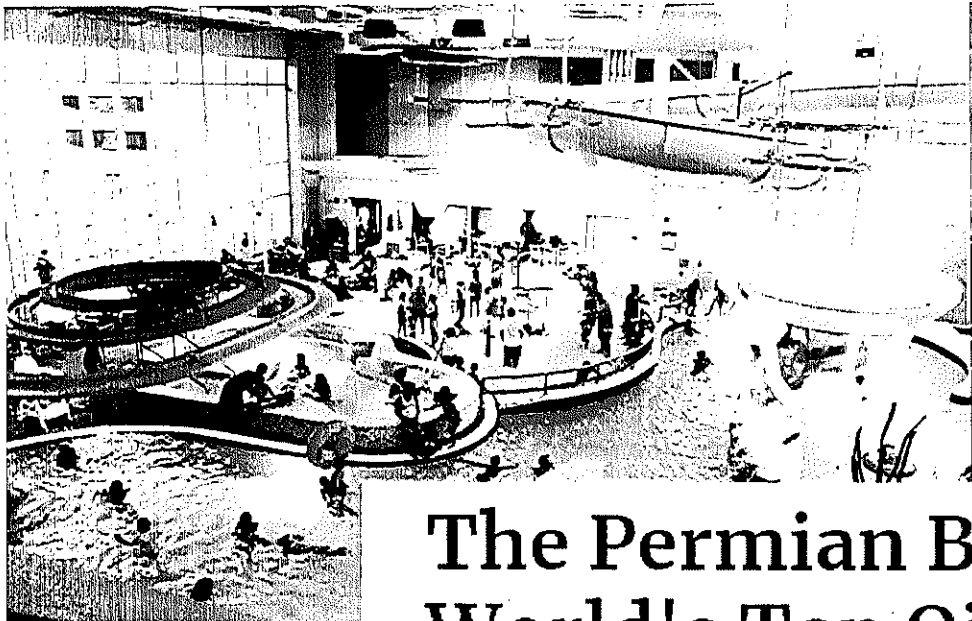
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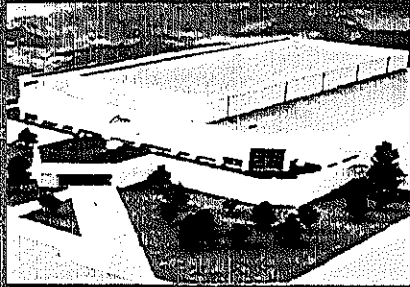
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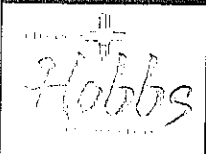


The Permian Basin Is Now The World's Top Oil Producer





Hobbs has so much
to market!



DCI'S BLUEPRINT

A PROVEN PROCESS

01

**Research &
Brand Strategy
Development**

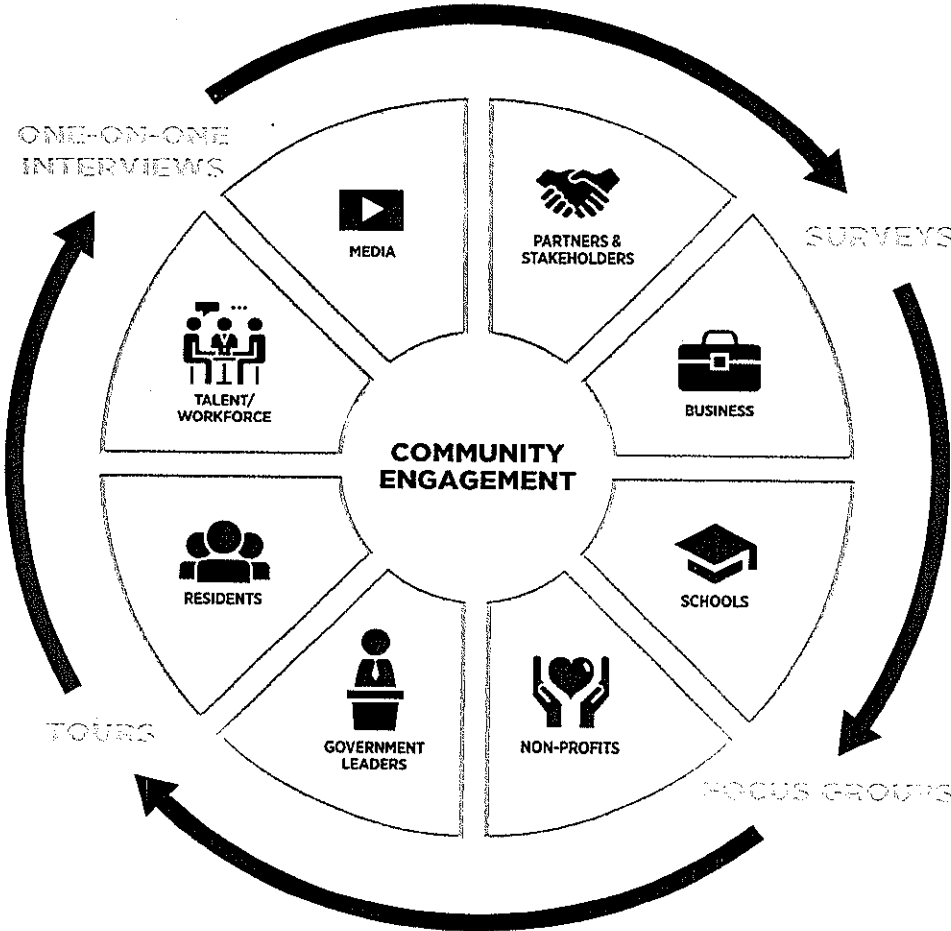
02

**Brand
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03

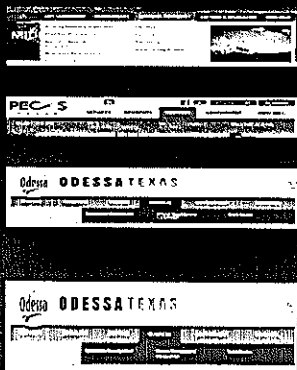
**Marketing
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- The emphasis of this entire marketing program needs to be directed at elevating the brand profile of Hobbs itself.

THE SOLUTION



WorkatYourPeakCO.com is a microsite we developed with Metro Denver EDC that focuses specifically on recruiting financial services talent from around the U.S. to the Denver region. It consists of a visual home page and just five content pages (see menu above) focused on information of interest to those considering a move.

OPTION 1 – SMALL, BUT MIGHTY: THE MICROSITE

Microsites are standalone websites intended for a more streamlined, narrowly-focused subject matter that may coincide with a specific campaign or cluster of related campaigns. They're more nimble, efficient and technically agile (not to mention more cost effective) than building a full website solution.

How it would work:

- Brand-building home page with strong visuals and copywriting.
- Dedicated pages for the four key audiences (residents, oil & gas, developers and retailers).
- Search-engine optimized for keywords related to New Mexico, Hobbs and Permian Basin.
- Referral links to Lea County EDC for incentives, transportation, taxes, business resources and sites.

Pros

- Cost-effective and quicker turn-around.
- Would fill in the gaps in existing digital assets. The City of Hobbs and Lea County EDC websites would stay untouched, with minimal overlap of content.
- DCI can build on Wordpress and have relative autonomy with the necessary updates for paid media implementation. Thus, the City's Dreamweaver CMS would not be in conflict.
- Site content would be 100% oriented toward external audiences looking to move to or do business in Hobbs, NM.
- In the future, additional pages could be added or deleted easily (as program dynamics change) without much complication.
- Would require minimal site maintenance due to the brevity of content.
- Can remain 100% focused on the new brand without consideration of existing content or commitments.







**KEY OUTCOMES FROM THE
BLUEPRINT**

THE BRAND



At The Heart of The Permian Basin


BRAND GUIDE




Brand Guidelines



Hobbs Logo Color Variation



07



KEY MESSAGES

*Insert
inside
of
trifold

Rich In Youth; Rich In Education



Hobbs average age is 31, with the greatest concentration under age 30 - a positive factor for future labor supply. Hobbs Home is the largest labor market in Southern New Mexico, and offers access to strong educational opportunities which makes Hobbs a top choice for job seekers throughout the Permian Basin.

Hobbs Municipal School District is made up of 10 different campuses and has more than 10,000 students. Hobbs High School has the highest graduation rate among large districts in New Mexico. The Hobbs Municipal School District also offers a strong advanced placement program with nearly 40 percent of students enrolled in AP or IB classes.



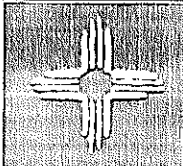
This is Hobbs



At the Heart of the Permian Basin

In 2020, construction of a \$50 million vocational-technical high school will be on, equipping Hobbs youth with the skills and knowledge to succeed in high-demand, high-wage jobs at the same time providing the marketplace with skilled labor. Hobbs has two higher education opportunities offering a range of degrees: New Mexico Junior College serves 1,000 students and offers 100 degree programs, and Central New Mexico Community College offers continuing education classes and certificate programs.

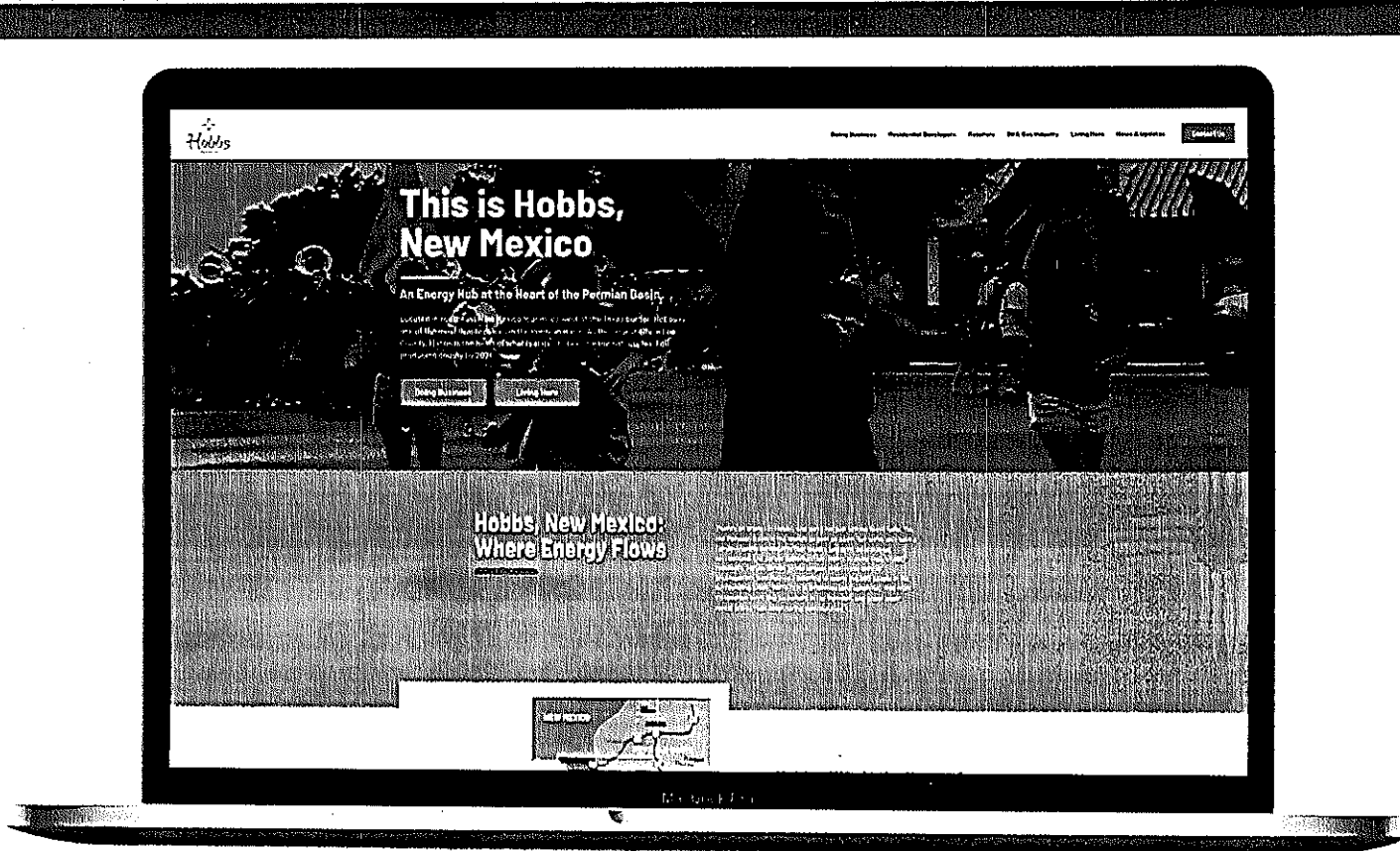
The University of New Mexico is a premier institution of higher learning, offering master's and doctoral degree programs. The University of New Mexico is ranked highly by U.S. News and World Report.



Hobbs
New Mexico

At the Heart of the Permian Basin

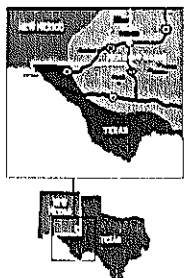
ChooseHobbsNM.com



COLLATERAL

Hobbs, New Mexico: Fast Facts

Population & Demographics



Age Dis.
City of

Oil & Gas Industry Fast Facts

Demographics

47,240
Hobbs Population (CCD)

69,505
Lea County Population

13.6%
Population Growth

11.2%
Population Growth

Hobbs is the largest labor market in southeast New Mexico

8,044
Oil & Gas Industry Labor Force

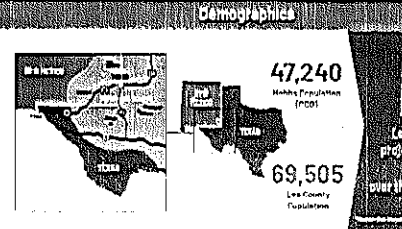
\$77,272
Average Oil & Gas Industry Salary

Lea County is projected to grow 15.2% over the next 20 years

146
Retail Stores

Residential Developers Fast Facts

Demographics



Residential Development & Opportunities

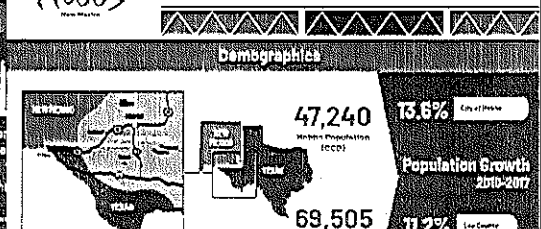
330
Number of permits issued for residential projects in 2017

2,000
Number of jobs created in the residential sector

14
Retail Stores

Retail Industry Fast Facts

Demographics



Strong Purchasing Power

Hobbs is southeast New Mexico's largest retail trade area

Lea County is projected to grow 15.2% over the next 20 years

Population Growth 2010-2017

13.6% City of Hobbs

11.2% Lea County

#2
Highest Oil-Producing County in the U.S., Lea County, NM

Lea County is forecasted to be the No. 1 oil-producing county in the nation by 2021.

#1
Oil Production

\$170,000
Median Home Price

600
City-family homes built since 2012

53%
Homeowners who are able to afford a median-priced home

\$78,000+
Average annual salary in the area

146,500
Retail Trade Area Population

New & Expanding Businesses

Incentives

The City of Hobbs provides developers with incentives for various business types, including but not limited to multi-family construction, single-family and multi-family construction.


Since January of 2017, Hobbs has added nearly

100 new food establishments

62 stores


PAID SEARCH CAMPAIGN

Make Hobbs, NM Home | High Quality of Life | Low Cost of Living

 www.choosehobbsnm.com

Hobbs is Family-Friendly, Collaborative, Caring and Engaged. Learn More Today. Permian Basin's Most Livable Community. Lifestyle Amenities, Access to Regional Airport.


Hobbs, New Mexico | Large Retail Trade Area

 www.choosehobbsnm.com

Hobbs is Southeast New Mexico's Largest Retail Trade Area at Nearly 147,000. Learn More. As the Permian Basin's Most Livable Community, Hobbs is Forecasting Sustainable Growth.

Hobbs, New Mexico | Sustainable Development |

In Heart of the Permian Basin

 www.choosehobbsnm.com

In the World's Most Active Oil Basin, A Striking Success Among Residential Developers. Hobbs Isn't Just Another Boomtown. But a Hometown with Full Lifestyle Amenities.



MARKETING BEST PRACTICES

“
What the City of Hobbs website does not account for are those who may be considering locating a business in Hobbs or potentially moving to the area for a job.
”

4

ADVERTISING

Introduction

The rise of digital advertising has provided insight into campaign performance that makes digital channels the preferred in situations where target audience is concentrated or where the opportunity for digital campaigns exists.

Below, we recommend a mix of digital with additional advertising opportunities to communicate Hobbs' new brand as effectively as possible.

DIGITAL ADVERTISING

- **Google Paid Search:** Following the launch of the microsite, we recommend running a campaign via Google search to extend messaging and drive traffic to the website. Incorporate your key messages targeting professionals and businesses and include action to visit the site. Here are 10 ad examples that appear at the top of search results:

PPC Ad Example:

Atlanta's Last Frontier - Development
www.DevelopHobbs.com
Douglas County, GA: a prime location with 20 miles of AT - 2.5 miles from the location.
Hobbs, NM

- **LinkedIn Sponsored content:** LinkedIn targeting features are the most advanced, serving direct sponsored content into a user's newsfeed to prospects by seniority, location and industry. This market to developers, retailers and industry. LinkedIn content includes an image and a link for more information on your website. It is usually 3-4 different units in each campaign and text messaging that will reach the audience.

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SOCIAL MEDIA BEST PRACTICES

Introduction

It's important that local community executives, members, visitors and prospective talent can find Hobbs' social media profiles with little effort. They should all be linked from the new website on both the homepage and footer or navigation bar throughout. All social media profiles should have the full organization name and link back to website. Social media platforms can show up in search engines and it's important to think of them as an extension of SEO.

There are countless social media platforms for economic development organizations to be on nowadays. DCI recommends Hobbs place the most emphasis on cultivating Instagram, and growing LinkedIn and Facebook, due to the platforms' significance among business executives and talent looking for the best place to live and work. Before diving into platform specific recommendations, we encourage Hobbs set up the basics with the following tips applicable across all social media:

- **Post regularly:** While platform-specific frequencies are detailed in the pages that follow, it's important to have a steady stream of content across profiles. Your followers are following you with reason, as a source of news and inspiration. The more you share, the more top of mind Hobbs will be.
- **Show the love:** It's important to tag partners and sources in all posts. If you're mentioning a company, announcement or interview with their employee, tag the company. If you're sharing a local news story, tag the media outlet. The benefit to tagging other pages on social media is that tagged companies are more likely to share your post to their followers, their followers are more likely to see your original post through algorithms, and your SEO can improve as Google will read the social media pages as relevant and credible.

MARKETING COLLATERAL:

CREATE NEW & REVAMP EXISTING ASSETS

Introduction

As mentioned in the existing marketing materials audit section, DCI discovered that Hobbs is in need of a major re-fresh to outdated marketing collateral, especially with the launch of an updated brand.

The idea here is to build out collateral for economic development marketing purposes, while keeping a balance between digital and printed materials. While DCI recommends leaning heavily on going digital for the most part - particularly with the launch of the new microsite - it will be important for Hobbs to create a handful of printed materials with solid content and smart design. These printed materials will streamline important information to make them useful for economic development audiences, business prospects and future talent. The following are the critical collateral we'd recommend for Hobbs.

City of Hobbs Profile Piece

This overarching piece should be a simple 2-4-page brochure and could be distributed to anyone looking for general information on Hobbs. It should be designed in a simple, clean way that best represents the new brand and overall story of the City. This economic development profile piece could ideally be handed out during discussions with prospects at conferences, and available to download online.

Key details to include:

- General Hobbs overview
- Map
- Target industries
- Educational attainment of workforce
- Top employers
- Wages for key industries
- Recent community investments
- Hobbs demographics
- Positive stats/rankings
- Key assets, including cost of doing business, labor costs, tax policy and/or incentives

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A FINAL THOUGHT

YOUR BRAND IS NOT YOUR TAGLINE...

A brand is built by what others say about your community — not what you say about yourself.

OUR PERSPECTIVE

- Brand identity is built by credible third parties
- Logo/tagline just one piece of the marketing puzzle
- Implementation of marketing strategy/tactics will bring brand to life
- Your logo/tagline won't appeal to everyone

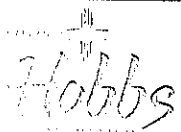
A black and white photograph of a hand holding a puzzle piece. The puzzle piece has a logo on it. The word 'Brand' is written in large, bold, white letters at the bottom of the image.

Brand

Thank you

Meghan Mooney
Director of Communications
mmooney@hobbsnm.org
(575) 391-4169

Tanya Sanchez
Tourism Development Coordinator
tsanchez@hobbsnm.org
(575) 391-4178





CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: January 21, 2020

SUBJECT: Approval Authorizing the Mayor to Execute an Agreement with Lea County for Funding of the Everglade Cemetery Project

DEPT. OF ORIGIN: Parks and Open Spaces
DATE SUBMITTED: January 14, 2020
SUBMITTED BY: Bryan Wagner, Parks and Open Spaces Director

Summary:

Pursuant to NMSA 1978, § 3-18-8, the City of Hobbs may regulate cemeteries within the planning and platting jurisdiction of the municipality. The City of Hobbs is responsible for the care and maintenance of Everglade Cemetery in Hobbs, New Mexico (see HMC 12.32.030). It has come to the attention of the City of Hobbs that Everglade Cemetery is in need of a perimeter fence. District 4 County Commissioner Jonathan Sena has proposed a contribution by Lea County of \$50,000.00 towards the cost of constructing a perimeter fence at Everglade Cemetery. On December 12, 2019, the Board of County Commissioners for Lea County passed Resolution No. 19-DEC-297R authorizing a grant of \$50,000.00 to the City of Hobbs for the construction of the perimeter fence. The proposed Agreement outlines the obligations of Lea County and the City of Hobbs regarding the use and expenditure of the funds.

Fiscal Impact:

The budget adjustment is in BAR #2 for revenue and expense.

Reviewed By: _____


Finance Department

Attachments:

Proposed Agreement

Legal Review:

Approved As To Form: _____


City Attorney

Recommendation:

The Commission should consider approval of the Agreement.

Approved For Submittal By:


Department Director

City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

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

**AGREEMENT BETWEEN LEA COUNTY
AND THE CITY OF HOBBS FOR FUNDING
OF EVERGLADE CEMETERY PROJECT**

WHEREAS, Lea County wishes to partner with local government entities on projects to improve the quality of life in Lea County; and

WHEREAS, funds are budgeted annually for each of the five County Commissioners for the purpose of community partnerships and improvements; and

WHEREAS, District 4 County Commissioner Jonathan Sena wishes to use a portion of his budgeted funds for a partnership with the City of Hobbs ("City") for a project at the City's Everglade Cemetery; and

WHEREAS, the Board of County Commissioners for Lea County passed Resolution No. 19-DEC-297R at its regular meeting on December 12, 2019, authorizing a grant of \$50,000.00 to the City for the construction of a perimeter fence at the Everglade Cemetery in Hobbs, New Mexico.

NOW, THEREFORE, it is mutually agreed as follows:

- 1. Project Description.** The City's project may include the design, purchase of materials, and labor for the construction/installation of a perimeter fence at its Everglade Cemetery.
- 2. Funding.** The County will reimburse the City up to \$50,000.00 for expenses incurred on the project. For reimbursement the City shall within 30 days of incurring a reimbursable expense submit invoices and/or documents to the County Finance Department documenting the expense. The type of documentation necessary shall be determined by the County Finance Director. Reimbursement will be made within five business days of the submission of the required documentation.
- 3. Time.** The project will be completed no later than May 15, 2020. All remaining invoices shall be submitted no later than May 29, 2020.
- 4. Amendment.** Any amendment of this Agreement shall be in writing, executed, and approved by the parties.
- 5. Effective Date.** This Agreement shall be effective when it is signed by the County Manager who shall sign after the City has signed.

6. Surplus Funds. Any funds remaining after June 5, 2020, shall revert to the County.

7. Compliance with State Law. The City shall be responsible to ensure that the funds are used in compliance with State of New Mexico law governing the use of public funds.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals by their duly authorized officers, agents or representatives.

For Lea County:

For City of Hobbs:

Mike Gallagher
County Manager

Sam D. Cobb
Mayor



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: January 21, 2020

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

DEPT. OF ORIGIN: Planning Division
DATE SUBMITTED: January 13, 2020
SUBMITTED BY: Kevin Robinson - Planning Department

Summary: ALJO, LLC has requested a Development Agreement concerning the development of single-family housing units located within the municipal boundaries. The developer proposes to produce market rate single-family units and is requesting infrastructure incentives of \$200,000.00.

Fiscal Impact:

Reviewed By:

[Signature]
Finance Department

FY20 Budget Available \$888,720.00

Single Family Housing #010100-44901-170

Attachments: Resolution and Development Agreement.

Legal Review:

Approved As To Form:

[Signature]
City Attorney

Recommendation:

Commission considers approval / denial of the attached Development Agreement.

Approved For Submittal By:

[Signature]
Department Director
[Signature]
City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

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

CITY OF HOBBS

RESOLUTION NO. 6901

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

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

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

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

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

PASSED, ADOPTED AND APPROVED this 21st day of January, 2020.

Sam D. Cobb, Mayor

ATTEST:

Jan Fletcher, City Clerk

MARKET RATE SINGLE FAMILY DEVELOPMENT AGREEMENT

THIS AGREEMENT is entered into on this 21st day of January 2020 by and between the City Of Hobbs, New Mexico, a municipal corporation (hereinafter "City"); and ALJO, LLC, 3311 N. Grimes Street, Hobbs, NM 88240, (hereinafter "Developer") for the purpose of delivering Housing Developer Services to be provided to the City.

RECITALS:

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

** Developer has submitted a proposal to the City to deliver the required Market Rate Single Family Housing, to be produced within 365 days of ratification of this agreement, within the Municipal Boundaries.

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

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

A. Work To Be Performed.

1. The Developer shall furnish to the City its Professional Housing Developer Services for certain work regarding the Market Rate Single Family Housing. All single family structures completed under this agreement shall be located within the municipal boundaries and shall have received a certificate of occupancy after ratification of this agreement.

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

3. Specific activities required are to develop privately owned real property in the City including designing, building and transferring to the public individual market rate single family housing units. The City's subsidy may include any or all of the following funding assistance from the City:

Incentives are available for installed public municipal infrastructure only, providing compliance with:

- a. Incentive not to exceed per square footage basis:
 - i. \$10.00 per sq. ft. north of Sanger
 - ii. \$20.00 per sq. ft. south of Sanger
 - iii. Calculation based on living area only
- b. Incentive not to exceed per unit basis:
 - i. \$10,000.00 per single family unit
 - ii. \$5,000.00 per multi-family unit

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

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

B. Payment For Services.

- 1) The City shall pay for said services at the rates agreed to and as specified above in the Infrastructure details, as shown herein. Payment will not be made by the City for any unit until a certificate of occupancy is issued, based on this Agreement.
- 2) The total compensation to be paid to the Developer during the term of this Agreement shall not exceed Two Hundred Thousand Dollars (\$200,000.00), unless the Agreement is amended by the City Commission.
- 3) City subsidy shall be paid when each individual single family unit is complete and certificate of occupancy is issued, provided the certificate of occupancy for the unit is issued after ratification of this agreement. Payment will be made within fifteen (15) days following a written request from the Developer and upon City inspection of project completion.
- 4) Produced Units receiving an infrastructure incentive reimbursement shall not now or in the future be utilized in a pecuniary manner by renting, leasing, exchanging or bartering habitation privileges to the property for a period of no less than 30 days at a time. Such usage either now or in the future, for a period not to exceed 10 years from date of issuance of a C.O.,

shall require Developer to return any incentive funds received for any unit thus utilized, upon demand by the City. Developer shall record a "Declaration of Restrictive Covenants", attached hereto as Exhibit 2, to restrict such usage and to notify parties involved in future conveyances.

C. Construction Requirements.

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

D. Assignment of Agreement.

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

E. Insurance Requirements and Hold Harmless Provision.

1. Developer agrees to obtain and maintain appropriate insurance during the course of the development of market rate single family housing with the City of Hobbs, as follows, and shall indemnify and hold harmless City, its employees, agents, officers and officials from any and all claims, losses, causes of action, and/or liabilities resulting from the conduct, negligence, errors or omissions of Developer or any employee or agent of Developer while engaged in performing the services called for herein.

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

F. Governing Law and Provisions.

1. This Agreement shall be governed by the laws of the State of New Mexico. Jurisdiction and venue relating to any litigation or dispute arising out of this Agreement shall be in the District Court of Lea County, New Mexico, only. If any part of this contract shall be deemed in violation of the laws or Constitution of New Mexico, only such part thereof shall be thereby invalidated, and all other parts hereof shall remain valid and enforceable.

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

G. Final Payment and Release of Claims.

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

from or under this Agreement.

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

H. Amendments.

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

I. Breach.

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

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

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

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

J. Remedies Upon Breach.

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

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

K. Termination.

This Agreement shall be terminated upon the completion of all tenants herein specified or 365 days from date of ratification whichever comes first. A request for infrastructure reimbursement, for a qualified unit produced within the terms of this agreement, received after the Termination Date of this agreement will not eligible for payment.

L. Notice.

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

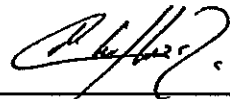
M. Entire Agreement.

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

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

City of Hobbs

Developer - *ALTO DEVELOPMENT LLC*



By: Sam D. Cobb, Mayor

By: *ALBERTO CARRILLO - PRESIDENT*

ATTEST:

APPROVED AS TO FORM:

JAN FLETCHER, City Clerk

Efren Cortez, City Attorney



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: January 21, 2020

SUBJECT: CONSIDERATION TO APPROVE A DEVELOPMENT AGREEMENT WITH BLACK GOLD ESTATES CONCERNING THE DEVELOPMENT OF MARKET RATE SINGLE-FAMILY HOUSING.

DEPT. OF ORIGIN: Planning Division
DATE SUBMITTED: January 13, 2020
SUBMITTED BY: Kevin Robinson - Planning Department

Summary: Black Gold Estates has requested a Development Agreement concerning the development of single-family housing units located within the municipal boundaries. The developer proposes to produce market rate single-family units and is requesting infrastructure incentives of \$200,000.00.

Fiscal Impact:

Reviewed By: [Signature] Finance Department

FY20 Budget Available \$888,720.00

Single Family Housing #010100-44901-170

Attachments: Resolution and Development Agreement.

Legal Review:

Approved As To Form: [Signature] City Attorney

Recommendation:

Commission considers approval / denial of the attached Development Agreement.

Approved For Submittal By:

[Signature] Department Director
[Signature] City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

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

CITY OF HOBBS

RESOLUTION NO. 6902

A RESOLUTION TO APPROVE A DEVELOPMENT AGREEMENT WITH BLACK GOLD ESTATES CONCERNING THE DEVELOPMENT OF MARKET RATE SINGLE-FAMILY.

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

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

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

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

PASSED, ADOPTED AND APPROVED this 21st day of January, 2020.

Sam D. Cobb, Mayor

ATTEST:

Jan Fletcher, City Clerk

MARKET RATE SINGLE FAMILY DEVELOPMENT AGREEMENT

THIS AGREEMENT is entered into on this 21st day of January 2020 by and between the City Of Hobbs, New Mexico, a municipal corporation (hereinafter "City"); and Black Gold Estates, 4830 N. Zia Crossing, Hobbs, NM 88240, (hereinafter "Developer") for the purpose of delivering Housing Developer Services to be provided to the City.

RECITALS:

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

** Developer has submitted a proposal to the City to deliver the required Market Rate Single Family Housing, to be produced within 365 days of ratification of this agreement, within the Municipal Boundaries.

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

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

A. Work To Be Performed.

1. The Developer shall furnish to the City its Professional Housing Developer Services for certain work regarding the Market Rate Single Family Housing. All single family structures completed under this agreement shall be located within the municipal boundaries and shall have received a certificate of occupancy after ratification of this agreement.

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

3. Specific activities required are to develop privately owned real property in the City including designing, building and transferring to the public individual market rate single family housing units. The City's subsidy may include any or all of the following funding assistance from the City:

Incentives are available for installed public municipal infrastructure only, providing compliance with:

- a. Incentive not to exceed per square footage basis:
 - i. \$10.00 per sq. ft. north of Sanger
 - ii. \$20.00 per sq. ft. south of Sanger
 - iii. Calculation based on living area only
- b. Incentive not to exceed per unit basis:
 - i. \$10,000.00 per single family unit
 - ii. \$5,000.00 per multi-family unit

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

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

B. Payment For Services.

- 1) The City shall pay for said services at the rates agreed to and as specified above in the Infrastructure details, as shown herein. Payment will not be made by the City for any unit until a certificate of occupancy is issued, based on this Agreement.
- 2) The total compensation to be paid to the Developer during the term of this Agreement shall not exceed Two Hundred Thousand Dollars (\$200,000.00), unless the Agreement is amended by the City Commission.
- 3) City subsidy shall be paid when each individual single family unit is complete and certificate of occupancy is issued, provided the certificate of occupancy for the unit is issued after ratification of this agreement. Payment will be made within fifteen (15) days following a written request from the Developer and upon City inspection of project completion.
- 4) Produced Units receiving an infrastructure incentive reimbursement shall not now or in the future be utilized in a pecuniary manner by renting, leasing, exchanging or bartering habitation privileges to the property for a period of no less than 30 days at a time. Such usage either now or in the future, for a period not to exceed 10 years from date of issuance of a C.O.,

shall require Developer to return any incentive funds received for any unit thus utilized, upon demand by the City. Developer shall record a "Declaration of Restrictive Covenants", attached hereto as Exhibit 2, to restrict such usage and to notify parties involved in future conveyances.

C. Construction Requirements.

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

D. Assignment of Agreement.

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

E. Insurance Requirements and Hold Harmless Provision.

1. Developer agrees to obtain and maintain appropriate insurance during the course of the development of market rate single family housing with the City of Hobbs, as follows, and shall indemnify and hold harmless City, its employees, agents, officers and officials from any and all claims, losses, causes of action, and/or liabilities resulting from the conduct, negligence, errors or omissions of Developer or any employee or agent of Developer while engaged in performing the services called for herein.

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

F. Governing Law and Provisions.

1. This Agreement shall be governed by the laws of the State of New Mexico. Jurisdiction and venue relating to any litigation or dispute arising out of this Agreement shall be in the District Court of Lea County, New Mexico, only. If any part of this contract shall be deemed in violation of the laws or Constitution of New Mexico, only such part thereof shall be thereby invalidated, and all other parts hereof shall remain valid and enforceable.

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

G. Final Payment and Release of Claims.

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

from or under this Agreement.

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

H. Amendments.

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

I. Breach.

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

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

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

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

J. Remedies Upon Breach.

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

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

K. Termination.

This Agreement shall be terminated upon the completion of all tenants herein specified or 365 days from date of ratification whichever comes first. A request for infrastructure reimbursement, for a qualified unit produced within the terms of this agreement, received after the Termination Date of this agreement will not eligible for payment.

L. Notice.

All notices given pursuant to or in connection with this Agreement shall be made in writing and posted by regular mail, postage prepaid, to the City, ATTN: City Attorney, 200 E. Broadway, Hobbs, NM 88240; to Developer ATTN and Black Gold Estates, 4830 N. Zia Crossing, Hobbs, NM 88240 and to such other address as requested by either party. Notice shall be deemed to be received on the fifth day following posting.

M. Entire Agreement.

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

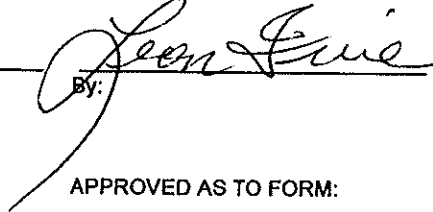
IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first written above.

City of Hobbs

Developer

By: Sam D. Cobb, Mayor

By:

A handwritten signature in black ink, appearing to read "Sean Faria", is written over a horizontal line. The signature is cursive and extends above and below the line.

ATTEST:

APPROVED AS TO FORM:

JAN FLETCHER, City Clerk

Efren Cortez, City Attorney
