

# Commission Meeting Agenda



## *Mayor*

Samuel D. Cobb

## *City Commission*

Marshall R. Newman  
Christopher R. Mills  
Larron B. Fields  
Joseph D. Calderón  
Dwayne Penick  
Don R. Gerth

## *Acting City Manager*

Manny Gomez

*April 19, 2021*



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

**Monday, April 19, 2021 – 6:00 p.m.**

Sam D. Cobb, Mayor

Marshall R. Newman  
Commissioner – District 1

Joseph D. Calderon  
Commissioner – District 4

Christopher R. Mills  
Commissioner – District 2

Dwayne Penick  
Commissioner – District 5

Larron B. Fields  
Commissioner – District 3

Don R. Gerth  
Commissioner – District 6

Regular in-person meetings will now resume in the Hobbs City Commission Chamber. Members of the public are asked to wear a face mask and follow social distancing guidelines. The public is invited to address public comments to the Commission in person at the meeting or submit written comments prior to the meeting. Written comments should be submitted no later than 4:30 p.m. on April 19, 2021, addressed via email to the City Clerk at [jfletcher@hobbsnm.org](mailto:jfletcher@hobbsnm.org) or faxed to (575) 397-9334.

---

**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](http://www.hobbsnm.org)

**CALL TO ORDER AND ROLL CALL**

**INVOCATION AND PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

1. Minutes of the April 5, 2021, Regular Commission Meeting

## **PROCLAMATIONS AND AWARDS OF MERIT**

2. Recognition of City Employees - Milestone Service Awards for the Month of April, 2021 (*Manny Gomez, Acting City Manager*)
  - 5 years – Scott Russell, Hobbs Police Department
  - 15 years – Brittny Huffman, Recreation 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.*)

Due to COVID-19, public comment may be submitted in person or in writing. Written comments should be submitted to the City Clerk at [ifletcher@hobbsnm.org](mailto:ifletcher@hobbsnm.org) or faxed to (575) 397-9334 no later than 4:30 p.m. on the day of the meeting, April 19, 2021.

**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. 7038 – Authorizing the Transfer of Ownership of the Hobbs Police Department's BAE Caiman MRAP to the Burke County Sheriff's Department in Waynesboro, Georgia (*John Ortolano, Police Chief*)

## **DISCUSSION**

4. FY 21-22 Funding Requests by Economic Development and Marketing Entities (*Exempt Entities, HMC 3.25.030*)
  - Economic Development Corporation of Lea County
  - Hobbs Chamber of Commerce
  - Hobbs Hispano Chamber of Commerce

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

5. Resolution No. 7039 – Accepting and Approving the FY 2020 Audit (*Toby Spears, Finance Director; and Farley Vener, CPA, Hinkle + Landers, P.C.*)
6. Resolution No. 7040 - Approving the FY 2021 DFA 3<sup>rd</sup> Quarter Financial Report (*Toby Spears, Finance Director*)
7. Resolution No. 7041 – Approving the FY 2021 DFA 3<sup>rd</sup> Quarter Financial Report for Lodgers' Tax (*Toby Spears, Finance Director*)

8. Resolution No. 7042 – Adopting Budgetary Adjustment #5 for FY 2020-2021 (*Toby Spears, Finance Director*)
9. Consideration and Approval of the Hobbs Senior Center's Operating Protocols, COVID-19 Safe Policies and Procedures, and Contact Tracing Plan as Required for Reopening (*Doug McDaniel, Recreation Director; and Angela Courter, Senior Affairs Coordinator*)
10. Consideration of Approval of Bid No. 1585-21 for Lea County Airport Water and Sewer Extension Project and Recommendation to Accept the Bid of Ferguson Construction in the Amount of \$1,440,982.00 (*Todd Randall, City Engineer*)
11. Consideration of Approval of a CES Contract with Lee Engineering for Professional Engineering of Hobbs Fiber Design in the Amount of \$126,590.50 (*Todd Randall, City Engineer*)
12. Resolution No. 7043 – Authorizing the Selection of a City Manager (*Nicholas Goulet, Human Resources Director; Efren Cortez, City Attorney; and Mayor Sam Cobb*)

### **COMMENTS BY CITY COMMISSIONERS, CITY MANAGER**

13. Next Meeting Date:
  - City Commission  
Budget Work Session – **Monday, May 3, 2021, at 4:00 p.m.**  
Regular Meeting - **Monday, May 3, 2021, at 6:00 p.m.**

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) 397-9200 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: April 19, 2021

SUBJECT: City Commission Meeting Minutes

DEPT. OF ORIGIN: City Clerk's Office
DATE SUBMITTED: March 24, 2021
SUBMITTED BY: Jan Fletcher, City Clerk

Summary:

The following minutes are submitted for approval:

- Regular Commission Meeting of April 5, 2021

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:

Jan Fletcher
Department Director
City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

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

Minutes of the regular meeting of the Hobbs City Commission held on Monday, April 5, 2021, in the City Commission Chamber, 200 East Broadway, 1<sup>st</sup> Floor Annex, Hobbs, New Mexico. This meeting was also viewable to the public via Livestream on the City's website at [www.hobbsnm.org](http://www.hobbsnm.org).

### **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 "In Person" meeting and everyone viewing through Livestream. The City Clerk called the roll and the following answered present:

Mayor Sam D. Cobb  
Commissioner Marshall R. Newman (*attended telephonically*)  
Commissioner Christopher Mills  
Commissioner Larron B. Fields  
Commissioner Joseph D. Calderón  
Commissioner Dwayne Penick  
Commissioner Don Gerth

Also present: Manny Gomez, Acting City Manager/Fire Chief  
Efren Cortez, City Attorney  
Valerie Chacon, Assistant City Attorney  
John Ortolano, Police Chief  
Barry Young, Deputy Fire Chief  
Kevin Robinson, Development Director  
Doug McDaniel, Recreation Director  
Matt Hughes, Rockwind Community Links Superintendent  
Nicholas Goulet, Human Resources Director  
Tracy South, Assistant Human Resources Director  
Ron Robert, Information Technology Director  
Jessica Silva, Code Enforcement  
Bobby Arther, Municipal Judge  
Tim Woomeer, Utilities Director  
Shelia Baker, General Services Director  
Bob Hamilton, Reference Librarian  
Tanya Sanchez, Tourism Coordinator  
Ann Betzen, Risk Manager/Executive Assistant  
Mollie Maldonado, Deputy City Clerk  
Jan Fletcher, City Clerk  
9 citizens

### **Invocation and Pledge of Allegiance**

Commissioner Fields delivered the invocation and Commissioner Mills led the Pledge of Allegiance.

### **Closed Session**

Mayor Cobb stated the City Commission convened in closed session on Monday, April 5, 2021, at 5:30 p.m., for the discussion of matters subject to the attorney-client privilege pertaining to threatened or pending litigation in Federal or State Courts in which the City is or may become a participant, specifically concerning City of Albq., et al., v. New Mexico Taxation and Revenue Department (D-202-CV-2018-08036). The matters discussed in the closed meeting were limited only to that specified above. No action was taken during the meeting.

### **Approval of Minutes**

Commissioner Calderón moved that the minutes of the regular meeting held on Monday, March 15, 2021, be approved as written. Commissioner Fields seconded the motion and roll call vote was recorded as follows: Newman yes, Mills yes, Fields yes, Calderón yes, Gerth yes, Penick yes, Cobb yes. The motion carried.

### **Proclamations and Awards of Merit**

There were no proclamations and/or awards of merit presented to the Commission.

### **Public Comments**

Due to COVID-19, public comments may be submitted in person or in writing. Written comments should be submitted to the City Clerk at [jfletcher@hobbsnm.org](mailto:jfletcher@hobbsnm.org) or faxed to (575) 397-9334 no later than 4:30 p.m. on the day of the meeting, April 5, 2021. No public comments were submitted.

### **Consent Agenda**

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

*Resolution No. 7037 – Authorizing the Submission of a Grant Application to the State of New Mexico Department of Tourism for the Hobbs Clean and Beautiful Program.*

*Resolution No. 7038 – Authorizing a Lease Agreement with Congresswoman Yvette Herrell for Congressional Office Space in the City Hall Annex.*

Commissioner Gerth seconded the motion and roll call vote was recorded as follows: Newman yes, Mills yes, Fields yes, Penick yes, Calderón yes, Gerth yes, Cobb yes. The motion carried. Copies of the resolutions and supporting documentation are attached and made a part of these minutes.

Mayor Cobb thanked Ms. Tanya Sanchez, Tourism Development Coordinator, for administering the Clean and Beautiful Program.

Mayor Cobb stated United States Congressional Representative Yvette Herrell will have an office on the second floor of the Annex of City Hall. He stated constituents will be able to meet with Congresswoman Herrell when she is in Hobbs.

### **Discussion**

#### *Update from Xcel Energy.*

Mr. James Lackey, Community Relations Manager for Xcel Energy, presented a Power Point to the Commission. He stated Xcel Energy serves eight states with 3.7 million electricity customers and 2.1 million natural gas customers. Mr. Lackey further stated Xcel Energy is a nationally recognized leader in wind energy, energy efficiency, carbon emissions reductions and innovative technology. He reviewed the statistics from Winter Storm Uri that affected Texas and New Mexico and stated the failure of utilities experienced across the States was not due to Xcel Energy, but that of the gas companies. Mr. Lackey reviewed the following:

- SPP Xcel Energy and ERCOT
- Diversified Energy Mix: Texas and New Mexico
- Generation Resources
- Planning and Preparedness
- 2021 Cold Weather Event – Forecast Changes
- Forecast Morning Lows Monday
- Departure From Average Highs Monday
- Controlled Outages
- Wind

In response to Mayor Cobb's question regarding the difference between contracts and spot market gas, Mr. Lackey stated he currently does not have the information in front of him but will follow up and provide the information to the City.

Commissioner Calderón stated the street lights in the area of Stanolind Road and Texas have been out for two weeks. He further stated that it has been reported to Xcel without any results. Mr. Lackey stated he will work with the City to determine different ways to handle street light outages. Mr. Lackey further stated there may be damage underground which is not an easy fix and may make it appear as though nothing is being done.



Acting City Manager Manny Gomez stated Xcel is very responsive when complaints are directed to them. Mr. Lackey stated his direct phone number for contact purposes is (575) 390-2681.

In reply to Commissioner Fields' inquiry regarding the freezing of gas lines, Mr. Lackey stated that it is the gas supplier's issue, not Xcel Energy. Mayor Cobb stated there should be measures in place to protect customers when this occurs.

### **Action Items**

#### **Consideration of Approval Authorizing the Sole Source Purchase of JWC Environmental Influent Auger Assembly from JWC Environmental in the Amount of \$100,313.36.**

Mr. Tim Woomer, Utilities Director, stated the current Auger Assembly (Auger Monster) was installed in 2001 and has reached the end of its lifecycle due to wear on the auger and casing. He stated this unit does not have a backup and is critical to WWRF operation due to its primary function of removing rags and larger inorganic solids from the influent wastewater stream. Mr. Woomer further stated without this unit, those rags and larger inorganic solids plug and foul downstream processes and equipment. He stated the failure of those downstream processes and equipment could result in extended downtime and result in a NMED Discharge Permit violation. Mr. Woomer stated this will be a Sole Source Purchase because JWC Environmental is the only manufacturer of this equipment and no other vendor can supply a replacement unit. He stated the cost to provide a complete JWC Environmental Influent Auger Assembly, delivered to the City of Hobbs WWRF is \$100,313.36.

In response to Commissioner Gerth's question, Mr. Woomer stated a sole source provider is the only business that can provide that specific type of service or equipment.

There being no further discussion, Commissioner Calderón moved to approve the Sole Source Purchase of JWC Environmental Influent Auger Assembly from JWC Environmental in the amount of \$100,313.36 as presented. Commissioner Penick seconded the motion and roll call vote was recorded as follows: Newman yes, Mills yes, Fields yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion passed. Copies of the supporting documentation are attached and made a part of these minutes.

#### **Consideration of Approval Authorizing the Sole Source Purchase of One (1) Alfa Laval ALDEC G2-60 Centrifuge and Controls Package from Alfa Laval, Inc., in the Amount of \$361,454.00.**

Mr. Woomer stated the current backup bio solids processing centrifuge is out of service and cannot be repaired due to its age of 23 years old and normal equipment attrition. He

further stated the backup centrifuge provides bio solids processing during primary centrifuge maintenance and repair. Mr. Woomer stated the centrifuges are specialized equipment and the entire rotating assembly has to be shipped to the repair facility for major repairs and scheduled rebuilds. He stated these repairs can take several weeks to complete and during these maintenance periods, the WWRF relies on the backup centrifuge to provide bio solids processing. Without a backup centrifuge, the WWRF would be unable to process bio solids and could violate the Facility's Discharge Permit. Mr. Woomer stated the primary centrifuge is an Alfa Laval ALDEC G2-60 and the purchase of the same make and model centrifuge allows the stocking of a single set of spare parts to cover maintenance requirements and also streamlines training, maintenance, and operations. Alfa Laval is the manufacturer of the ALDEC G2-60 centrifuge and utilizes RoCaam Corporation as the exclusive regional manufacturer's representative for sales and support. Mr. Woomer stated this will be a sole source purchase from Alfa Laval through RoCaam Corporation and the cost to provide a complete centrifuge and controls package, delivered to the City of Hobbs WWRF and including 10-days testing and commissioning, is \$338,400.00 not including NMGRT.

In response to Commissioner Penick's question, Mr. Woomer explained again that a sole source provider is the only business that can provide that specific type of service or equipment.

There being no further discussion, Commissioner Penick moved to approve the Sole Source purchase of one Alfa Laval ALDEC G2-60 Centrifuge and Controls Package from Alfa Laval, Inc., in the amount of \$361,454.00 including NMGRT as presented. Commissioner Fields seconded the motion and roll call vote was recorded as follows: Newman yes, Mills yes, Fields yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion passed. Copies of the supporting documentation are attached and made a part of these minutes.

*Consideration of Approval Authorizing the Sole Source Purchase of Life Technologies RapidHIT DNA ID System from Life Technologies Corporation in the Amount of \$104,009.65.*

Police Chief John Ortolano stated the RapidHIT DNA ID System is an instrument that helps obtain DNA profiles in less than 90 minutes for investigative purposes opposed to waiting six months for lab results. He stated this a rapid test for DNA and is not admissible in court but can weed out suspects regarding a crime in Hobbs. Police Chief Ortolano further stated with this instrument, in its proper use, the Hobbs Police Department could see a significant reduction in crime and the identification of offenders more rapidly than ever before.

Commissioner Mills stated he personally inspected the DNA ID system and its procedures and it is well thought out and designed.

In response to Commissioner Gerth's inquiry, Police Chief Ortolano stated both Albuquerque and Las Cruces, New Mexico, currently utilize the RapidHIT DNA ID system.

Commissioner Mills moved to approve the Sole Source Purchase of Life Technologies RapidHIT DNA ID System from Life Technologies Corporation in the amount of \$104,009.65 be approved as presented. Commissioner Penick seconded the motion and roll call vote was recorded as follows: Newman yes, Mills yes, Fields yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion passed. Copies of the supporting documentation are attached and made a part of these minutes.

*Resolution No. 7039 – Approving a Development Agreement Between 7773, LLC, and the City of Hobbs Concerning the Extension of Public Infrastructure to Serve Property Located southwest of the Intersection of Millen and Ja-Rob.*

Mr. Kevin Robinson, Development Director, explained the resolution and stated the extension of public infrastructure is located southwest of the intersection of Millen and Ja-Rob. He stated the development agreement, concerning the extension of public infrastructures, being +/- 1,335' of a 12" sewer main, is located within the Minor Arterial. Mr. Robinson stated the Developer is required to construct all of the required public infrastructures from the existing terminus to the western boundary of the development area. He further stated the infrastructure being comprised of +/- 1,335' of a 12" sewer main, whereby +/- 501' would be considered an extension curing a "GAP" that was created by the subdivision of the parent parcel located outside of City boundaries, +/- 834 acres would be Fair Share Extension adjacent to the proposed development. Mr. Robinson stated after receipt of the Engineer of Records Certification of Compliance and recordation of any public infrastructure easements as required, the City shall reimburse the Developer 100% of the actual cost, excluding GRT, for the "GAP" of which is +/- 501 feet in public infrastructure being oversized at 12" and over depth greater than 10' as well as the oversize-over depth differential for that portion adjacent to the Developer's north property line, not to exceed \$96,898.00. Additionally, the City shall reimburse a fair share amount being 50% of the actual cost, excluding GRT, for the public infrastructure being oversized at 12" and over depth greater than 10' adjacent to the north property line of which is +/- 834 feet of the proposed development, not to exceed \$33,464.00. Mr. Robinson stated the City of Hobbs Planning Board recommended approval of this Development Agreement by a vote of 3-0.

Mayor Cobb summarized the agreement and stated it is the practice of the City to pay the cost for upsizing water/sewer lines to benefit the public for future growth. He stated this is the area where the new hospital will be located.

Mr. Jay Collins and Mr. Dominic Mendoza, owners of 7773, LLC, explained the development of the property and displayed photographs of Quiznos a Taco del Mar and a strip shopping center with future plans for additional shopping and office space.

Commissioner Calderón moved to approve a Development Agreement Between 7773, LLC, and the City of Hobbs Concerning the Extension of Public Infrastructure to Serve Property Located southwest of the Intersection of Millen and Ja-Rob as presented. Commissioner Fields seconded the motion and roll call vote was recorded as follows: Newman yes, Mills yes, Fields yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion passed. Copies of the resolution and supporting documentation are attached and made a part of these minutes.

*Consideration of Approval to Bid the Veterans Memorial Park HAAF Project.*

Ms. Shelia Baker, General Services Director, explained the Veterans Memorial Park HAAF project. She stated MRWM was hired in 2019 to begin the design of the Hobbs Veterans Memorial Park HAAF which will be located on the WWII Hobbs Army Airfield (HAAF/HIAP). She stated the goals of the Veterans Memorial Park are the following: (1) provide Lea County with a place for honor and healing; (2) educate how many have served and in what capacity; and (3) celebrate, coming together for different events. Ms. Baker stated the proposed memorial is for everyone: those who have served, those who are serving, those who aspire to serve and those who wish to remember past and present veterans. She stated the focus areas on the site are 8 Branch Flags, 29' x 60' turf parade field, 30" stone veneer wall, memorial brick pavers, a 30' x 30' shade structure, a pad for warfare replica and landscaping/lighting. She stated the City of Hobbs has sought out multiple funding sources to aid in offsetting the expenditure amount from the General Fund for this project:

- The project has been on the City's ICIP in FY20 and FY21.
- A capital outlay grant was requested and allocated by legislatures; it was vetoed by the Governor in FY2021.
- The City requested funds again in FY2022, without award.
- Funds were requested from a private donor and not awarded.
- Lea County approved \$300,000.00 at its March 4, 2021, meeting.

Ms. Baker stated the City has spent \$20,500.00 to design the Veterans Memorial Park HAAF Project and the City's new budgeted amount is \$1,079,456.00. Ms. Baker stated the amount awarded by Lea County for this project will provide a 22% match, reducing the City's portion to 78% of the budgeted amount. She stated the site is cleared and the project is shovel-ready. Ms. Baker stated construction is estimated to take six months to complete.

Commissioner Penick stated Mr. Steve Pearce donated an aircraft for the Veterans Memorial Park HAAF Project. He stated the veterans deserve this memorial.

Commissioner Mills agreed with Commissioner Penick that veterans do deserve the memorial but so do kids who do not have a connection to the local veterans and may not know who fought in the war for our freedom.

Commissioner Newman agreed with Commissioner Mills regarding the kids; however, he stated he does not think it is the right time to invest in a project that will cost more than \$1 million dollars.

Commissioner Calderón moved to approve bidding the Veterans Memorial Park HAAF Project as presented. Commissioner Penick seconded the motion and roll call vote was recorded as follows: Newman no, Mills yes, Fields yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion passed. Copies of the supporting documentation are attached and made a part of these minutes.

*Consideration of Approval of a Contract with Dustrol, Inc., Utilizing the New Mexico GSA Price Agreement for Hot In Place Asphalt Recycling of Various City Streets in the Estimated Amount of \$951,169.05.*

Ms. Baker stated the New Mexico Department of Transportation (NMDOT) has a State of New Mexico Purchasing Contract for Hot In-Place Recycling of Asphalt Pavement. She stated Hobbs would like to utilize this agreement and contract Dustrol, Inc., to provide Hot In-Place Recycling. Ms. Baker identified the streets which will be recycled are in the southwest section of the City bound by the limits of Sanger/Broadway and Turner/Avenue C which have not been hot asphalt recycled before. She stated Dustrol will be available to begin work in May, 2021, and the project should take approximately six weeks for completion.

Mayor Cobb stated the Hot In-Place Recycling is a much more efficient way to repair the City's street than the chip seal method. Ms. Baker stated it is a cleaner process but the longevity is the same as chip seal.

Commissioner Calderón stated the Street Department does a great job taking care of the City's streets.

Commissioner Mills recommended heat shields be utilized when doing the Hot In-Place Recycling in order avoid damage to residents' vegetation, etc. He recommended there should be an outreach to the citizens in the area to inform them the City will be conducting

Hot In-Place Recycling. Ms. Baker stated she will include education information in the notice.

Commissioner Penick stated he recalls receiving complaints regarding landscaping being burned by the Hot In-Place Recycling.

There being no further discussion, Commissioner Penick moved to approve a contract with Dustrol, Inc., for Hot In Place Asphalt Recycling of various City streets in the estimated amount of \$951,169.05.00 as presented. Commissioner Gerth seconded the motion and roll call vote was recorded as follows: Newman yes, Mills yes, Fields yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion passed. Copies of the supporting documentation are attached and made a part of these minutes.

*Resolution No. 7040 – Rescinding Condemnation of Certain Properties that have Previously Been Determined to be Ruined, Damaged, Dilapidated and a Menace to Public Comfort, Health and Safety.*

Ms. Valerie Chacon, Assistant City Attorney, stated the City of Hobbs is proposing this resolution to rescind the condemnation of certain properties. She further stated these properties were previously condemned, but are no longer ruined, damaged, dilapidated or a menace to public comfort, health and safety. She explained pursuant to Section 8.24.010 of the Hobbs Municipal Code, the City of Hobbs may condemn a property if it is determined ruined, damaged, dilapidated and a menace to public comfort, health and safety and require such properties to be removed. Ms. Chacon stated the properties listed on attachment "A" have all been demolished or renovated, therefore, rendering the properties in compliance with the Hobbs Municipal Code. She stated this resolution will rescind the condemnation designation from the properties described on attachment "A", for they are no longer ruined, damaged, dilapidated, or a menace to public comfort, health and safety.

Ms. Jessica Silva, Code Enforcement Officer, and Ms. Chacon presented photographs and reviewed the list of the properties on attachment "A".

There being no further comment or discussion, Commissioner Calderón moved that Resolution No. 7040 be adopted as presented. Commissioner Fields seconded the motion and roll call vote was recorded as follows: Newman yes, Mills yes, Fields yes, Penick yes, Calderón yes, Gerth yes, Cobb yes. The motion carried. Copies of the resolution and supporting documentation are attached and made a part of these minutes.

**COMMENTS BY CITY COMMISSIONERS, CITY MANAGER**

Acting City Manager/Fire Chief Gomez stated he is glad to be meeting in person in the Commission Chamber. He stated he is proud of the steps implemented to ensure the community has access to public meetings.

Acting City Manager/Fire Chief Gomez stated Mr. Scott Shed, Building Inspector, recently completed his certification as a Certified Building Official for C-30.

Acting City Manager/Fire Chief Gomez stated the next Community Clean Up will be held on April 10, 2021, in District 2. He thanked Ms. Tanya Sanchez for her work administering the Clean and Beautiful Grant. He stated cleaning up the community is a big focus and holding cleanups creates momentum for everyone. Acting City Manager/Fire Chief Gomez asked citizens to help be a part of the solution.

Commissioner Mills stated volunteers for the Community Clean Up to be held on April 10, 2021, should meet at the corner of Bender and Homestead. He stated there will be a City tent and a place to sign in. Commissioner Mills stated this is a good opportunity to take action within the community.

Commissioner Mills stated he recently toured the open space areas behind the Baseball Complex and there are hundreds of discarded truck tires. He expressed frustration at all of the people dumping tires and trash instead of taking it to the landfill.

Commissioner Fields stated he has also seen signs of tires and trash. He commended the Code Enforcement Department for the work they have done in cleaning up District 3. He stated people should be held accountable for the trash and tires they dump. Commissioner Fields thanked Acting City Manager/Fire Chief Gomez, Waste Management and Lea County Manager Mike Gallagher for the work they have done to clean up Hobbs.

Commissioner Calderón stated the teachers are back in school and he is very happy about it.

Commissioner Penick expressed his appreciation to Mr. Jay Collins and Mr. Dominic Mendoza for investing into the community with their new development and wished them success with the project.

Commissioner Penick thanked Mayor Cobb and Commissioner Mills for their support in the work on the Hobbs Veterans Memorial Park HAAF. He also thanked Commissioner Gerth for bringing this item back to the Commission for consideration.

With regard to the litter and trash problem, Commissioner Penick stated the City should consider banning plastic bags. He stated the City is looking like a landfill with trash blowing everywhere. He stated it is time for action.

Commissioner Penick expressed his appreciation for being able to meet in person tonight, and that he is glad to get back to doing business for the City.

Commissioner Gerth suggested a hotline or tip-line to call in illegal dumping. He also suggested a program for the citizens to take pictures and report the offenders to the City. Commissioner Gerth stated there is a business in Denver City, Texas, that accepts used tires and the City should look into this topic.

Acting City Manager/Fire Chief Gomez stated the City has looked into taking discarded tires to Denver City, Texas, but he is unsure of the concept and payment.

Commissioner Gerth state he is glad to be back to meeting in person.

Mayor Cobb expressed his appreciation to all for their attendance at the meeting. He stated being Turquoise has made a huge difference in Hobbs. He reminded everyone to continue COVID-19 safe practices.

### **Adjournment**

There being no further business or comments, Commissioner Calderón moved that the meeting adjourn. Commissioner Penick seconded the motion and roll call vote was recorded as follows: Newman yes, Mills yes, Fields yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion carried. The meeting adjourned at 7:25 p.m.

---

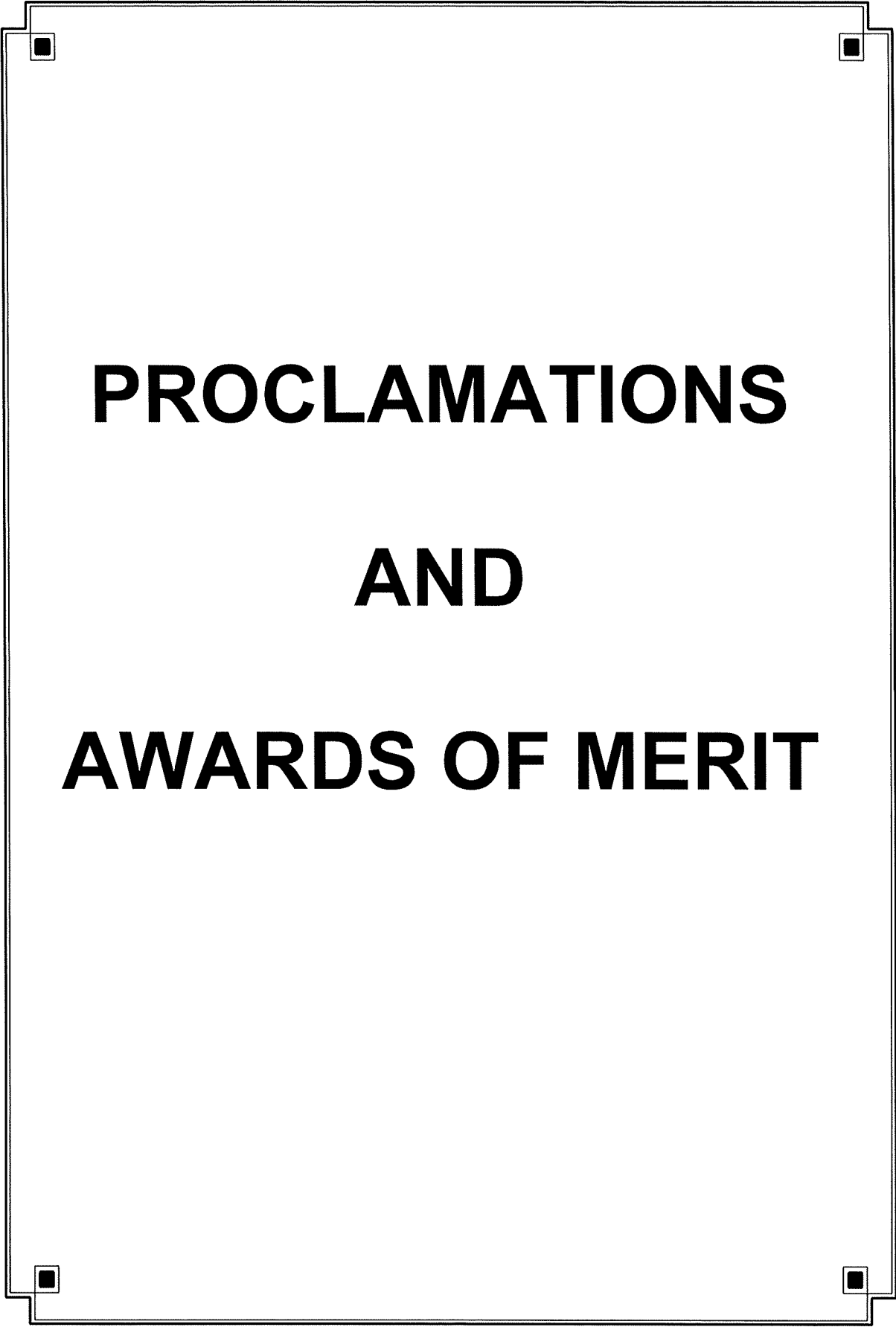
SAM D. COBB, Mayor

ATTEST:

---

JAN FLETCHER, City Clerk





**PROCLAMATIONS  
AND  
AWARDS OF MERIT**

# April Milestones 2021

## 5 years

Scott Russell	HPD	4/11/2016
---------------	-----	-----------

## 15 years

Brittney Huffman	Recreation/Pools	4/17/2006
------------------	------------------	-----------



# **CONSENT AGENDA**



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: April 19, 2021

SUBJECT: A RESOLUTION AUTHORIZING THE TRANSFER OF OWNERSHIP OF THE HOBBS POLICE DEPARTMENT'S BAE CAIMAN MRAP

DEPT. OF ORIGIN: Hobbs Police Department
DATE SUBMITTED: April 14, 2021
SUBMITTED BY: John Ortolano, Chief of Police

Summary: The City of Hobbs (Hobbs Police Department) currently has possession of a BAE Caiman MRAP which it acquired via the Department of Defense (DOD) C5-RTD Program in 2014. The BAE Caiman MRAP has been reassigned through the program to Burke County Sheriff Department in Waynesboro, Georgia. This Resolution authorizes the Mayor and Chief of Police to execute the transfer to the Burke County Sheriff Department and allows the item to be removed from the City's assets and inventory list.

Fiscal Impact: The booked asset of the BAE Caiman MRAP is \$523,571.00, (current book value is approximately \$56,097) which will be removed upon adoption of this Resolution. Reviewed By: Deborah Corra Finance Department

Attachments: Resolution DD Form 1348 - transfer release

Legal Review: Approved As To Form: Efran A. Cortez City Attorney

Recommendation: The Commission should consider this item.

Approved For Submittal By: Department Director, City Manager
CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN
Resolution No., Ordinance No., Approved, Other, Continued To, Referred To, Denied, File No.

CITY OF HOBBS  
RESOLUTION NO. 7038

A RESOLUTION AUTHORIZING THE TRANSFER OF OWNERSHIP OF  
THE HOBBS POLICE DEPARTMENT'S BAE CAIMAN MRAP

WHEREAS, the City of Hobbs currently has possession of a BAE Caiman MRAP which it acquired via the Department of Defense's (DOD) C5 – RTD Program in 2014; and

WHEREAS, the BAE Caiman MRAP has been reassigned through the program in conjunction with the Defense Logistics Agency to the Burke County Sheriff Department in Waynesboro, Georgia;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, that the Mayor and the City of Hobbs Chief of Police be and hereby are authorized and directed to take all necessary and appropriate action to effectuate this resolution and specifically to transfer possession of the BAE Caiman MRAP to the Burke County Sheriff Department in Waynesboro, Georgia.

BE IF FURTHER RESOVLED that the City of Hobbs Finance Department is directed to remove the BAE Caiman MRAP from its assets and inventory list.


PASSED, ADOPTED AND APPROVED this 19<sup>th</sup> day of April, 2021.

\_\_\_\_\_  
SAM D. COBB, Mayor

ATTEST:


\_\_\_\_\_  
JAN FLETCHER, City Clerk

DD FORM 1348-1A, JUL 91 (EG) ISSUE RELEASE/RECEIPT DOCUMENT

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80
A5A	EA		00001		2YT803		R		C		1		TOTAL PRICE		2 SHIP FROM 2YTFFX NM-HOBBS POLICE DEPT		3 SHIP TO 2YT803 GA-BURKE COUNTY SHERIFF DEPT		4 MARK FOR		5 DOC DATE 1102		6 NMFC		7 FRT RATE		8 TYPE CARGO		9 PS		10 QTY RECD		11 UP		12 UNIT WEIGHT		13 UNIT CUBE		14 UFC		15 SL		16 FREIGHT CLASSIFICATION NOMENCLATURE		17 ITEM NOMENCLATURE MINE RESISTANT VEHICLE		18 TY CONT		19 NO CONT		20 TOTAL WEIGHT		21 TOTAL CUBE		22 RECEIVED BY		23 DATE RECEIVED																						
24 DOCUMENT NUMBER 3 (SPR-X) (93-14)	REQUISITION NUMBER		2YT05K40438770		25 NATIONAL STOCK NO. 3 ACD (14-22)		NSN		2355015901660		26 RC (4-6) UI (23-24) QTY (25-29) COM CODE (30-31) CON (32-33) UP (74-80)		SERIAL NUMBER		GMB408048E-FY		Transferred From: HOBBS POLICE DEPT (2YTFFX) 300 NORTH TURNER HOBBS NM 88240		Transferred To: BURKE COUNTY SHERIFF DEPT (2YT803) 225 GA-24 WAYNESBORO GA 30830		SHIPPING DOCUMENT #: NM211020001		ORIGINAL PROPERTY #: 14050MI00145		ORIGINAL DTID #: W56HZV-4035-0112																																																						
27 ADDITIONAL DATA	Item is hereby transferred from agency in the "SHIP FROM" block to the agency listed in the "SHIP TO" block pursuant to Title X, Section 1033 Authority terms outlined in the "Transfer Agreement". If this item is DEMIL. required it will be returned via turn in procedures through LESO when no longer needed by the Law Enforcement Agency.		LESO Approval: Digitally Signed By: MICHAEL WOOD (jamesmw454) Digitally Signed On: 2021-04-12 10:29:25.858-06:00 Passport: 111:6968511b-495d-c652-adaa-58808707d2eb:2969917811																																																																												

THIS SECTION MAY BE USED

DD FORM 1348-1A, JUL 91 (EG) ISSUE RELEASE/RECEIPT DOCUMENT

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80
A5A	EA		00001		2YT803		R		C		1		TOTAL PRICE		2 SHIP FROM 2YTFFX NM-HOBBS POLICE DEPT		3 SHIP TO 2YT803 GA-BURKE COUNTY SHERIFF DEPT		4 MARK FOR		5 DOC DATE 1102		6 NMFC		7 FRT RATE		8 TYPE CARGO		9 PS		10 QTY RECD		11 UP		12 UNIT WEIGHT		13 UNIT CUBE		14 UFC		15 SL		16 FREIGHT CLASSIFICATION NOMENCLATURE		17 ITEM NOMENCLATURE MINE RESISTANT VEHICLE		18 TY CONT		19 NO CONT		20 TOTAL WEIGHT		21 TOTAL CUBE		22 RECEIVED BY		23 DATE RECEIVED																						
24 DOCUMENT NUMBER 3 (SPR-X) (93-14)	REQUISITION NUMBER		2YT05K40438770		25 NATIONAL STOCK NO. 3 ACD (14-22)		NSN		2355015901660		26 RC (4-6) UI (23-24) QTY (25-29) COM CODE (30-31) CON (32-33) UP (74-80)		SERIAL NUMBER		GMB408048E-FY		Transferred From: HOBBS POLICE DEPT (2YTFFX) 300 NORTH TURNER HOBBS NM 88240		Transferred To: BURKE COUNTY SHERIFF DEPT (2YT803) 225 GA-24 WAYNESBORO GA 30830		SHIPPING DOCUMENT #: NM211020001		ORIGINAL PROPERTY #: 14050MI00145		ORIGINAL DTID #: W56HZV-4035-0112																																																						
27 ADDITIONAL DATA	Item is hereby transferred from agency in the "SHIP FROM" block to the agency listed in the "SHIP TO" block pursuant to Title X, Section 1033 Authority terms outlined in the "Transfer Agreement". If this item is DEMIL. required it will be returned via turn in procedures through LESO when no longer needed by the Law Enforcement Agency.		LESO Approval: Digitally Signed By: MICHAEL WOOD (jamesmw454) Digitally Signed On: 2021-04-12 10:29:25.858-06:00 Passport: 111:6968511b-495d-c652-adaa-58808707d2eb:2969917811																																																																												

THIS SECTION MAY BE USED



# **DISCUSSION**

## **FY 21-22 Funding Requests**

Economic Development and Marketing Entities

*(Exempt Entities, HMC 3.25.030)*

- 1. Economic Development Corporation of Lea County**
- 2. Hobbs Chamber of Commerce**
- 3. Hobbs Hispano Chamber of Commerce**





# **ACTION ITEMS**



**CITY OF HOBBS**  
COMMISSION STAFF SUMMARY FORM

MEETING DATE: April 19, 2021

**SUBJECT:** Resolution accepting and approving the FY2020 Audit.  
**DEPT. OF ORIGIN:** Finance Department  
**DATE SUBMITTED:** 04/05/2021  
**SUBMITTED BY:** Deborah Corral, Assistant Finance Director

**Summary:**

The City of Hobbs is required by statute to contract with an independent auditor to perform the required annual audit. The audit has been completed by Hinkle + Landers, PC and the NM Office of the State Auditor has authorized the release of this audit per their release letter dated March 14, 2021.

Per NMAC 2.2.2.10 (M) (4), once the report is released and a 5 day waiting period has passed, the audit shall be presented by the independent audit firm to a quorum of the governing authority at a meeting held in accordance with the Open Meetings Act.

This resolution is seeking acceptance and approval of the completed FY20 audit report and findings.

**Fiscal Impact:**

No fiscal impact.

Reviewed By:   
Finance Department

**Attachments:** Resolution

**Legal Review:**

Approved As To Form:   
City Attorney

**Recommendation:**

Approval of resolution.

Approved For Submittal By:

\_\_\_\_\_  
Department Director  
  
City Manager

CITY CLERK=S USE ONLY  
COMMISSION ACTION TAKEN

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

CITY OF HOBBS

RESOLUTION NO. 7039

**RESOLUTION OF ACCEPTANCE AND APPROVAL OF THE FY20 AUDIT**

**WHEREAS**, the City of Hobbs is required by statute to contract with an independent auditor to perform the required annual audit or agreed upon procedures for Fiscal Year 2020; and,

**WHEREAS**, the City of Hobbs has directed the accomplishment of the audit for FY20 be completed; and,

**WHEREAS**, this audit has been completed and presented to the Hobbs City Commission per the March 14, 2021 Letter from the State Auditor authorizing release of the FY20 audit.

**WHEREAS**, NMAC 2.2.2.10 (M) (4) provides in pertinent part that “Once the audit report is officially released to the agency by the state auditor (by a release letter) and the required waiting period of five calendar days has passed, unless waived by the agency in writing, the audit report shall be presented by the IPA, to a quorum of the governing authority of the agency at a meeting held in accordance with the Open Meetings Act, if applicable;” and,

**NOW THEREFORE, BE IT RESOLVED**, that the Hobbs City Commission does hereby accept and approve the completed audit report and findings as indicated within this document.

**ACCEPTED AND APPROVED** this 19<sup>th</sup> day of **April, 2021**, in regular session by the Hobbs City Commission, at Hobbs, Lea County, New Mexico.

\_\_\_\_\_  
SAM D. COBB, Mayor

\_\_\_\_\_  
MARSHALL NEWMAN, Commissioner

\_\_\_\_\_  
CHRISTOPHER MILLS, Commissioner

\_\_\_\_\_  
LARRON FIELDS, Commissioner

\_\_\_\_\_  
JOSEPH D. CALDERÓN, Commissioner

\_\_\_\_\_  
DWAYNE PENICK, Commissioner

\_\_\_\_\_  
DON R. GERTH, Commissioner

ATTEST BY:

\_\_\_\_\_  
JAN FLETCHER, City Clerk



## State of New Mexico Office of the State Auditor

CONSTITUENT SERVICES  
(505) 476-3821

Via Email

March 14, 2021

SAO Ref. No. 6086

Toby Spears, Finance Director  
City of Hobbs

tspears@hobbsnm.org

Re: Authorization to Release FY2020 City of Hobbs Audit Report

The Office of the State Auditor (OSA) received the audit report for your agency on 12/10/2020. The OSA has completed the review of the audit report required by Section 12-6-14(B) NMSA 1978 and 2.2.2.13 NMAC. This letter is your authorization to make the final payment to the Independent Public Accountant (IPA) who contracted with your agency to perform the financial and compliance audit. In accordance with the audit contract, the IPA is required to deliver to the agency the number of copies of the report specified in the contract.

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

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

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

Sincerely,

A handwritten signature in blue ink, appearing to read "B. Colón".

Brian S. Colón, Esq.  
State Auditor

cc: Hinkle + Landers, PC



# CITY OF HOBBS

## COMMISSION STAFF SUMMARY FORM

MEETING DATE: April 19, 2021

**SUBJECT:** Resolution approving the FY2021 DFA 3rd Quarter (March 2021) Financial Report  
**DEPT. OF ORIGIN:** Finance Department  
**DATE SUBMITTED:** April 13, 2021  
**SUBMITTED BY:** Deborah Corral, Assistant Finance Director

**Summary:**

Submitting the FY2021 3<sup>rd</sup> Quarter DFA Financial Report for the approval of the Governing Body. The Department of Finance and Administration only requires that the 4<sup>th</sup> Quarter DFA Report be approved by resolution, however, it **recommends** all quarterly reports be approved by the governing body.

**Fiscal Impact:**

Reviewed By: \_\_\_\_\_

Finance Department

The ending cash balance represents actual revenue and expenditure activity from 07/01/20-03/31/21.

- Actual Ending Cash Balance at 03/31/2021 is \$145,791,989.45 for all funds (restricted and unrestricted).
- The City of Hobbs year-to-date actual revenues and expenditures for the period are \$77,135,167.41 and \$79,143,827.90 respectively.

**Attachments:**

- 3rd Quarter DFA Report Recap
- March 31, 2021 City of Hobbs Cash Report
- Resolution approving 3rd Quarter DFA Report

**Legal Review:**

Approved As To Form: \_\_\_\_\_

City Attorney

**Recommendation:**

Motion to approve the resolution.

Approved For Submittal By:

Department Director

City Manager

CITY CLERK' S USE ONLY  
COMMISSION ACTION TAKEN

Resolution No. \_\_\_\_\_

Ordinance No. \_\_\_\_\_

Approved \_\_\_\_\_

Other \_\_\_\_\_

Continued To: \_\_\_\_\_

Referred To: \_\_\_\_\_

File No. \_\_\_\_\_

Denied

CITY OF HOBBS  
RESOLUTION NO. 7040

A RESOLUTION APPROVING THE FY2021  
DFA 3rd QUARTER FINANCIAL REPORT

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

WHEREAS, the ending cash balance for the period ended March 31, 2021 was \$145,791,989.45 for all funds; and

WHEREAS, the City of Hobbs actual year-to-date revenue and expenditures for fiscal year 2021 crosswalk the amounts to the DFA 3rd Quarter Financial Report;

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

PASSED, ADOPTED AND APPROVED this 19th day of April, 2021.

\_\_\_\_\_  
SAM D. COBB, Mayor

ATTEST:

\_\_\_\_\_  
JAN FLETCHER, City Clerk

**State of New Mexico**  
**Local Government Budget Management System (LGBMS)**

**Report Recap - Fiscal Year 2020-2021 - Hobbs (City) - FY2021 Q3**

Printed from LGBMS on 2021-04-13 10:51:20

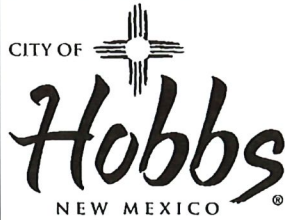
Fund	Cash	Investments	Revenues	Transfers	Expenditures	Adjustments	Balance	Reserves	Adjusted Balance
11000 General Operating Fund	91,426,514.00	0.00	40,298,808.95	-4,261,947.44	42,813,257.70	237,968.40	84,888,086.21	3,567,771.48	81,320,314.73
20100 Corrections	856,784.00	0.00	194,164.93	0.00	45,813.12	821.29	1,005,957.10	0.00	1,005,957.10
20600 Emergency Medical Services	203.00	0.00	20,000.00	0.00	14,383.41	1,867.00	7,686.59	0.00	7,686.59
20900 Fire Protection	604,905.00	0.00	466,956.23	0.00	129,975.41	14,741.53	956,627.35	0.00	956,627.35
21100 Law Enforcement Protection	63,886.00	0.00	80,400.00	0.00	33,036.67	3,149.00	114,398.33	0.00	114,398.33
21400 Lodgers' Tax	1,826,159.00	0.00	482,879.65	-478,027.95	676,410.16	0.00	1,154,600.54	0.00	1,154,600.54
21600 Municipal Street	3,414,078.00	0.00	749,943.70	0.00	363,255.32	0.00	3,800,766.38	0.00	3,800,766.38
21700 Recreation	585,454.00	0.00	577,202.67	1,393,974.29	2,568,419.04	12,788.71	1,000.63	0.00	1,000.63
21800 Intergovernmental Grants	0.00	0.00	1,587,094.00	0.00	1,587,094.00	0.00	0.00	0.00	0.00
21900 Senior Citizens	1,000.00	0.00	152,850.69	524,212.24	677,330.21	267.28	1,000.00	0.00	1,000.00
29900 Other Special Revenue	385,041.00	0.00	695,031.47	268,629.70	1,159,601.95	1,246.47	190,346.69	0.00	190,346.69
30200 CDBG (HUD) Project	186,194.00	0.00	0.00	0.00	0.00	0.00	186,194.00	0.00	186,194.00
30300 State Legislative Appropriation Project	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
39900 Other Capital Projects	7,162,193.00	0.00	1,485,144.56	0.00	185,113.14	0.00	8,462,224.42	0.00	8,462,224.42
40400 NMFA Loan Debt Service	1,989,843.00	0.00	0.00	2,325,724.70	2,325,724.70	0.00	1,989,843.00	0.00	1,989,843.00
50100 Water Enterprise	6,018,626.00	0.00	6,797,599.17	-68,877.65	5,395,223.47	50,224.06	7,402,348.11	0.00	7,402,348.11
50200 Solid Waste Enterprise	2,484,592.00	0.00	5,554,521.42	0.00	5,388,751.22	0.00	2,650,362.20	0.00	2,650,362.20
50300 Wastewater/Sewer Enterprise	13,798,250.00	0.00	5,625,129.75	-2,271,164.08	2,734,633.64	49,901.77	14,467,483.80	0.00	14,467,483.80
50400 Airport Enterprise	273,055.00	0.00	39,044.92	0.00	52,569.49	0.00	259,530.43	0.00	259,530.43

50600 Cemetery Enterprise	14,478.00	0.00	177,060.71	185,530.28	376,239.39	171.32	1,000.92	0.00	1,000.92
51800 Golf Course Enterprise	1,000.00	0.00	637,523.99	1,367,628.88	2,020,115.54	14,962.67	1,000.00	0.00	1,000.00
69900 Other Internal Service	6,856,117.00	0.00	7,526,543.60	770,003.50	6,410,516.03	8,930.53	8,751,078.60	0.00	8,751,078.60
79900 Other Trust & Agency	9,457,249.00	0.00	3,987,267.00	244,313.53	4,186,364.29	-2,001.13	9,500,464.11	0.00	9,500,464.11
<b>Totals</b>	<b>147,405,621.00</b>	<b>0.00</b>	<b>77,135,167.41</b>	<b>0.00</b>	<b>79,143,827.90</b>	<b>395,038.90</b>	<b>145,791,999.41</b>	<b>3,567,771.48</b>	<b>142,224,227.93</b>



City of Hobbs  
Cash Balance by Fund  
03/31/2021

	Ending Cash 06/30/2020	June - July FY2020 Revenues	Actual Cash TRANSFERS	June - July FY2020 Expenditures	FY20 Balance Sheet Adjustments	Ending Cash 03/31/2021
<b>GOVERNMENTAL FUNDS</b>						
11000 001 GENERAL	91,426,513.57	40,298,808.95	(4,261,947.44)	42,813,257.70	(237,968.40)	84,888,085.78
29900 002 LAND ACQUISITION	349,146.16	-	-	162,718.58	-	186,427.58
	91,775,659.73	40,298,808.95	(4,261,947.44)	42,975,976.28	(237,968.40)	85,074,513.36
<b>SPECIAL REVENUES</b>						
20100 110 LOCAL GOV CORR	856,783.06	194,164.93	-	45,813.12	(821.29)	1,005,956.16
21100 120 POLICE PROTECTION	63,885.81	80,400.00	-	33,036.67	(3,149.00)	114,398.14
29900 130 P D N (parif, drug, narcotics)	1,918.75	-	-	-	-	1,918.75
29900 150 COPS GRANT	1,000.00	21,537.89	240,415.25	261,953.14	-	1,000.00
21700 160 HWLC	585,453.07	577,202.67	1,393,974.29	2,568,419.04	(12,788.71)	999.70
21900 170 OLDER AMERICAN	1,000.00	152,850.69	524,212.24	677,330.21	(267.28)	1,000.00
51800 180 GOLF	1,000.00	637,523.99	1,367,628.88	2,020,115.54	(14,962.67)	1,000.00
50600 190 CEMETERY	14,477.08	177,060.71	185,530.28	376,239.39	(171.32)	1,000.00
50400 200 AIRPORT	273,054.13	39,044.92	-	52,569.49	-	259,529.56
30300 210 LEGISLATIVE APPROP	-	-	-	-	-	-
21800 220 INTERGOVERNMENTAL GRANTS	-	1,587,094.00	-	1,587,094.00	-	-
21400 230 LODGERS' TAX	1,826,158.69	482,879.65	(478,027.95)	676,410.16	-	1,154,600.23
29900 270 PUBLIC TRANSPORTATION	32,975.73	673,493.58	28,214.45	734,930.23	(1,246.47)	1,000.00
20900 280 FIRE PROTECTION	604,904.69	466,956.23	-	129,975.41	(14,741.53)	956,627.04
20600 290 EMER MEDICAL SERV	202.82	20,000.00	-	14,383.41	(1,867.00)	7,686.41
30200 370 COMM DEVE CONST	186,193.20	-	-	-	-	186,193.20
	4,449,007.03	5,110,209.26	3,261,947.44	9,178,269.81	(50,015.27)	3,692,909.19
<b>CAPITAL PROJECTS FUNDS</b>						
39900 460 BEAUTIFICATION IMPROVEMENT	1,538,849.89	-	-	-	-	1,538,849.89
21600 480 STREET IMPROVEMENTS	3,414,077.71	749,943.70	-	363,255.32	-	3,800,766.09
39900 490 CITY COMM. IMPROVEMENTS	5,622,342.68	1,440,202.78	(99,506.38)	40,664.98	-	6,922,374.10
	10,575,270.28	2,190,146.48	(99,506.38)	403,920.30	-	12,261,990.08
<b>DEBT SERVICE FUNDS</b>						
40400 510 UTILITY BOND	0.00	-	54,560.62	54,560.62	-	0.00
40400 530 2005 WASTEWATER BOND ISSU	1,989,842.96	-	2,271,164.08	2,271,164.08	-	1,989,842.96
	1,989,842.96	-	2,325,724.70	2,325,724.70	-	1,989,842.96
<b>TOTAL GOVERNMENTAL FUNDS</b>	<b>108,789,780.00</b>	<b>47,599,164.69</b>	<b>1,226,218.32</b>	<b>54,883,891.09</b>	<b>(287,983.67)</b>	<b>103,019,255.59</b>
<b>ENTERPRISE FUNDS</b>						
50200 100 SOLID WASTE	2,484,591.03	5,554,521.42	-	5,388,751.22	-	2,650,361.23
39900 440 JOINT UTILITY EXTENSIONS CAPI	1,000.00	44,941.78	99,506.38	144,448.16	-	1,000.00
50100 600 JOINT UTILITY	1,000.00	-	3,706,730.71	3,722,716.67	(15,985.96)	1,000.00
50100 610 JOINT UTILITY CONST	1,000.00	-	1,364,020.01	1,398,431.76	(34,411.75)	1,000.00
50300 620 WASTE WATER PLANT CONST	7,957,145.56	59,177.51	-	182,733.09	(6,253.47)	7,839,843.45
50300 630 JOINT UTILTY - WASTEWATER	1,000.00	-	2,487,920.12	2,531,568.42	(43,648.30)	1,000.00
50300 650 JOINT UTILTY INCOME - WASTE	5,840,103.73	5,565,952.24	(4,759,084.20)	20,332.13	-	6,626,639.64
50100 660 JOINT UTILITY INCOME	4,898,581.14	6,497,636.62	(5,139,628.37)	-	173.65	6,256,415.74
50100 680 METER DEPOSIT RES	1,118,043.91	299,962.55	-	274,075.04	-	1,143,931.42
<b>TOTAL ENTERPRISE FUNDS</b>	<b>22,302,465.37</b>	<b>18,022,192.12</b>	<b>(2,240,535.35)</b>	<b>13,663,056.49</b>	<b>(100,125.83)</b>	<b>24,521,191.48</b>
<b>INTERNAL SERVICE FUNDS</b>						
69900 640 MEDICAL INSURANCE	3,793,491.45	5,722,485.88	(244,313.53)	4,568,915.39	(3,122.00)	4,705,870.41
69900 670 WORKERS COMP TRUST	1,142,028.21	401,621.73	-	395,958.66	-	1,147,691.28
69900 690 INTERNAL SUPPLY	43,966.87	124,048.73	14,317.03	187,141.16	(5,808.53)	1,000.00
69900 740 INSURANCE - RISK	1,876,630.31	1,278,387.26	1,000,000.00	1,258,500.82	-	2,896,516.75
<b>TOTAL INTERNAL SERVICE FUNDS</b>	<b>6,856,116.84</b>	<b>7,526,543.60</b>	<b>770,003.50</b>	<b>6,410,516.03</b>	<b>(8,930.53)</b>	<b>8,751,078.44</b>
<b>TRUST AND AGENCY FUNDS</b>						
79900 700 MOTOR VEHICLE	17,511.25	3,053,971.53	-	3,045,293.32	1,330.05	24,859.41
79900 710 MUNI JUDGE BOND FUND	105,852.84	-	-	-	(811.50)	106,664.34
79900 720 RETIREE HEALTH INSURANCE TRI	9,000,000.00	832,492.57	244,313.53	1,075,074.75	1,731.35	9,000,000.00
79900 730 CRIME LAB FUND	73,717.55	66,771.50	-	60,313.50	-	80,175.55
79900 750 FORECLOSURE TRUST FUND	71.88	-	-	-	-	71.88
79900 770 LIBRARY TRUST	6,019.48	519.85	-	437.00	-	6,102.33
79900 780 SENIOR CITIZEN TRUST	3,319.94	-	-	-	-	3,319.94
79900 790 PRAIRIE HAVEN MEM	5,826.98	5.08	-	-	-	5,832.06
79900 800 COMMUNITY PARK TRUST	1,558.61	1.36	-	-	-	1,559.97
79900 820 EVIDENCE TRUST FUND	220,886.46	33,155.49	-	-	-	254,041.95
79900 830 HOBBS BEAUTIFUL	19,971.41	16.45	-	4,712.27	-	15,275.59
79900 860 CITY AGENCY TRUST	2,512.43	333.17	-	533.45	(248.77)	2,560.92
<b>TOTAL TRUST AND AGENCY FUNDS</b>	<b>9,457,248.83</b>	<b>3,987,267.00</b>	<b>244,313.53</b>	<b>4,186,364.29</b>	<b>2,001.13</b>	<b>9,500,463.94</b>
<b>GRAND TOTAL ALL FUNDS</b>	<b>147,405,611.04</b>	<b>77,135,167.41</b>	<b>(0.00)</b>	<b>79,143,827.90</b>	<b>(395,038.90)</b>	<b>145,791,989.45</b>



**CITY OF HOBBS**  
COMMISSION STAFF SUMMARY FORM

MEETING DATE: April 19th, 2021

SUBJECT: Approving the 3rd quarter fiscal year 2021 DFA Report for Lodgers' Tax.

DEPT. OF ORIGIN: Finance  
DATE SUBMITTED: April 13, 2021  
SUBMITTED BY: Toby Spears, Finance Director

**Summary:**

The NM Department of Finance Administration recommends approving the City of Hobbs quarterly lodgers' tax process. The following attachment is for the 3rd quarter 2021 DFA report.

**Fiscal Impact:**

Reviewed By:   
Finance Department

The March 31, 2021 Cash Balance for the Lodgers' Tax Fund is \$1,154,600.23


Total lodgers' tax revenue for the 3rd quarter fiscal year 2021 was \$ 160,882.92 and total expenditures were \$446,765.69. Breakdown of the cash balances by category are as follows:

Profit, Non-profit, Public Entities (20%)	=	\$372,861.51
Local Government (40%)	=	\$781,738.72
Fire, EMS, Sanitation (15%)	=	\$ 0.00
Airline Subsidy (25%)	=	\$ 0.00

**Attachments:**

Resolution  
03-31-2021 Financial Report

**Legal Review:**

Approved As To Form:   
City Attorney

**Recommendation:**

To be determined by City Commission.

Approved For Submittal By:

  
Department Director

  
City Manager

CITY CLERK'S USE ONLY  
COMMISSION ACTION TAKEN

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

CITY OF HOBBS  
RESOLUTION NO. 7041

A RESOLUTION APPROVING THE FY2021  
LODGERS' TAX DFA 3RD QUARTER FINANCIAL REPORT

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

WHEREAS, the ending cash balance for the period ended March 31, 2021 was \$1,154,600.23 for lodgers' tax funds; and

WHEREAS, the City of Hobbs actual quarter-to-date lodgers' tax revenue and expenditures for fiscal year 2021 crosswalk the amounts to the DFA 3rd quarter financial report;

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

PASSED, ADOPTED AND APPROVED this 19<sup>th</sup> day of April, 2021

\_\_\_\_\_  
SAM D. COBB, Mayor

ATTEST:

\_\_\_\_\_  
JAN FLETCHER, City Clerk

INSTRUCTIONS

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

REPORTING ENTITY:	City of Hobbs	5	(PERCENT IMPOSED)	QUARTER ENDING:	3/31/2021
					MONTH/YEAR
<b>1. REVENUE SUMMARY:</b>	QUARTERLY AMOUNT (THIS REPORTING PERIOD)	YEAR-TO-DATE (Y-T-D) AMOUNT (SUM OF ALL QUARTERS)	<b>2. REVENUE ALLOCATION:</b>	QUARTERLY AMOUNT (THIS REPORTING PERIOD)	YEAR-TO-DATE (Y-T-D) AMOUNT (SUM OF ALL QUARTERS)
LODGERS' TAX PROCEEDS	\$ 160,883	\$ 481,387	NON-PROMOTIONAL FUND	\$ 0	\$ 0
INVESTMENT INCOME	264	1,493	PROMOTIONAL FUND	\$ 161,147	482,880
LATE PENALTIES			ADMINISTRATIVE COST	\$ 0	\$ 0
CONVENTION CENTER FINANCING FEES					
HOSPITALITY FEE ACT FEES					
1. _____			( 10% IS THE MAXIMUM OF GROSS TAX PROCEEDS,		
2. _____			i.e. 10% OF QUARTERLY AMOUNT FOR THIS REPORTING PERIOD)		
TOTAL REVENUE	\$ 161,147	\$ 482,880			

3. CASH BALANCES:

Carryover From Previous Fiscal Year: Non-Promotional	\$ 15,511
Carryover From Previous Fiscal Year: Promotional	1,810,648
(Note: 2 years maximum carryover before money must be spent).	
NON-PROMOTIONAL FUND	\$ 0
PROMOTIONAL FUND	\$ (671,559)
Grand Total (Non-Promo)	\$ _____
Grand Total (Promo)	\$ 1,154,600

4. TRANSFERS: IN

INTERGOVERNMENT, INTERFUND TRANSFERS - IN	
(e.g. JPAs, GRANTS TRANSFERRED TO LODGERS' TAX FUND)	
1. _____	\$ _____
2. _____	\$ _____
	\$ 0

TRANSFERS:OUT

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

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

INTERGOVERNMENTAL TRANSFERS - (OUT)	
1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____
4. _____	\$ _____
	\$ 0

INTERGOVERNMENTAL TRANSFERS - (OUT)	
1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____
4. _____	\$ _____
	\$ 0

**5. EXPENDITURE SUMMARY:**

**NON-PROMOTIONAL FUND**

**PROMOTIONAL FUND**

CATEGORY/DESCRIPTION		NON-PROMOTIONAL FUND		PROMOTIONAL FUND	
		Quarterly Amount	YEAR-TO-DATE (Y-T-D)	Quarterly Amount	YEAR-TO-DATE (Y-T-D)
		AMOUNT	AMOUNT	AMOUNT	AMOUNT
CONTRACTUAL SERVICES	DATE	(This reporting period)	(SUM OF ALL QUARTERS)	(This reporting period)	(SUM OF ALL QUARTERS)
(attach a separate sheet if needed)					
see attached sheet				446,766	\$ 1,154,438
ADVERTISING CONTRACT(S)					
*VENDOR:					
EVENT/ACTIVITY	DATE				
SUB-TOTAL		0	0	446,766	1,154,438
*Add additional sheets if necessary.					
OPERATING EXPENSES (IDENTIFY)					
			0		
TOURIST RELATED EVENTS (LIST)					
EVENT	DATE				
PUBLIC SAFETY (FIRE / EMS / POLICE)					
SANITATION SVCS.					
PUBLIC SAFETY					
SANITATION SVCS.					
PUBLIC SAFETY					
SANITATION SVCS.					
SUB-TOTAL		0	0	0	0
CAPITAL OUTLAY (IDENTIFY)					
BUILDINGS & STRUCTURES					
EQUIPMENT & MACHINERY					
DEBT SERVICE (IDENTIFY)					
SUB-TOTAL					
EXPENDITURES TOTAL		\$ 0	\$ 0	\$ 446766	\$ 1154438

**CITY OF HOBBS  
EVENT SUMMARIES  
3/31/2021**

**TOTAL  
AMOUNT**

---

21-1	ROCKWIND COMMUNITY LINKS - 2020	4/11/2019	5,000.00
21-2	C.O.R.E - 2020 - MARKETING	4/11/2019	19,975.90
21-3	C.O.R.E - 2020 - OPERATING	4/11/2019	375,000.00
20-27	CITY OF HOBBS - MARKETING/BRANDING CAMPAIGN	3/2/2020	5,844.00
	CITY OF HOBBS POLICE, FIRE, SANITATION	4/11/2019	72,208.05
20-23	EDC - 2020 AIRLINE SUBSIDY (Marketing)	4/11/2019	<u>676,410.16</u>
	<b>TOTAL</b>		<b><u>1,154,438.11</u></b>

3/31/21

CITY OF HOBBS LODGERS' TAX PROGRAM  
EXPENDITURE REPORT FOR THE 3RD QUARTER OF 2020 - 2021

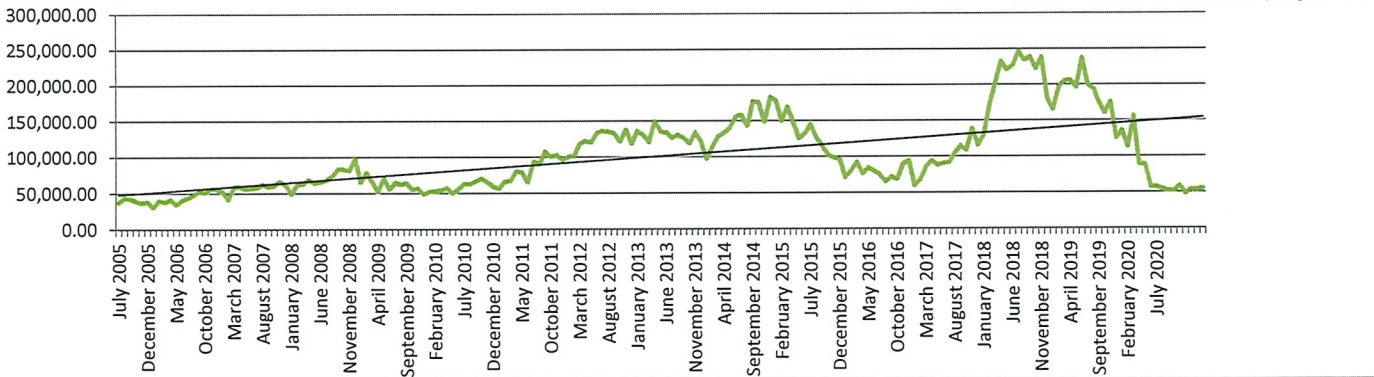
		PROMO	NON PROMO	TOTAL
CASH BAL.	6/30/20	1,810,647.23	15,511.46	1,826,158.69
FIRST QUARTER INCOME		163,504.67		163,504.67
FIRST QUARTER INTEREST		918.36		918.36
TOTAL REVENUE		164,423.03	0.00	164,423.03
FIRST QUARTER EXPENSES		228,288.04		228,288.04
CASH BAL.	9/30/20	1,746,782.22	15,511.46	1,762,293.68
SECOND QUARTER INCOME		156,999.39		156,999.39
SECOND QUARTER INTEREST		310.20		310.20
TOTAL REVENUE		157,309.59	0.00	157,309.59
SECOND QUARTER EXPENSES		479,384.38		479,384.38
CASH BAL.	12/31/20	1,424,707.43	15,511.46	1,440,218.89
THIRD QUARTER INCOME		160,882.92		160,882.92
THIRD QUARTER INTEREST		264.17		264.17
TOTAL REVENUE		161,147.09	0.00	161,147.09
THIRD QUARTER EXPENSES		446,765.69		446,765.75
CASH BAL.	3/31/21	1,139,088.83	15,511.46	1,154,600.23
FOURTH QUARTER INCOME(FORCE EXTRA TO PROMO)				0.00
FOURTH QUARTER INTEREST				0.00
TOTAL REVENUE		0.00	0.00	0.00
FOURTH QUARTER EXPENSES**				0.00
CASH BAL.	6/30/21	1,139,088.83	15,511.46	1,154,600.23
YEAR TO DATE INCOME		481,386.98	0.00	481,386.98
YEAR TO DATE INTEREST		1,492.73	0.00	1,492.73
TOTAL REVENUE		482,879.71	0.00	482,879.71
YEAR TO DATE EXPENSES		1,154,438.11	0.00	1,154,438.11
YEAR TO DATE CASH BALANCES		1,139,088.83	15,511.46	1,154,600.23



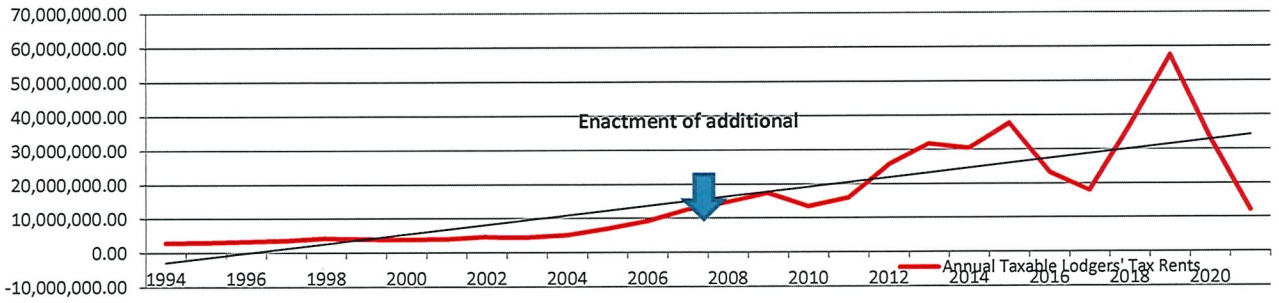




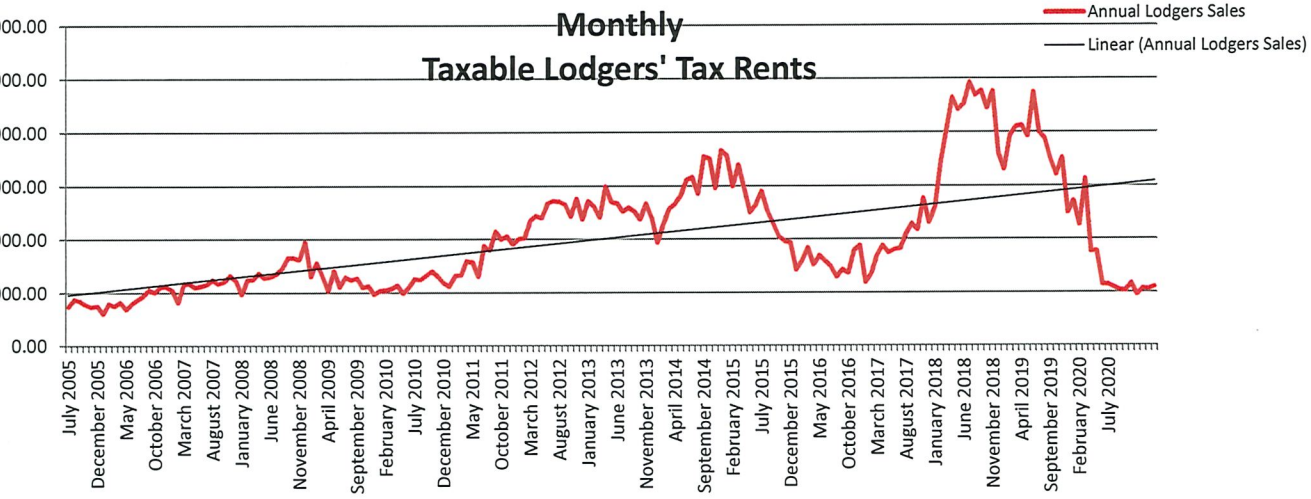
### Monthly Lodgers' Tax Collection



### Annual Taxable Lodgers' Tax Rents



### Monthly Taxable Lodgers' Tax Rents





# CITY OF HOBBS

## COMMISSION STAFF SUMMARY FORM

MEETING DATE: April 19, 2021

**SUBJECT:** Resolution Adopting Budgetary Adjustment #5 for the Fiscal Year 2020-2021  
**DEPT. OF ORIGIN:** Finance Department  
**DATE SUBMITTED:** April 13, 2021  
**SUBMITTED BY:** Deborah Corral, Assistant Finance Director

**Summary:**

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

Enclosed is a budgetary adjustment #5 for the current year. A summary of the funds adjusted is attached to this resolution. After this adjustment is approved by the Commission, it must be forwarded to the Department of Finance & Administration for their approval.

**Fiscal Impact:**

Reviewed By:   
Finance Department

Total revenue is increased by \$537,237.61 and total expense decreased by \$3,910,658.45 providing a budgeted ending cash balance of \$89,227,027.16 for all funds. General fund reserve is increased from 45% to 54%.

This budget adjustment also includes inter-fund cash transfers.

**Attachments:**

- Budget Cash Balance Sheet
- Budgeted Adjustments Detail
- Resolution approving Budget Adjustment for the fiscal year 2020-2021

**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. 7042

BUDGETARY ADJUSTMENT #5

FISCAL YEAR 2020-2021

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 total revenue is increased by \$537,237.61 and total expense is decreased by \$3,910,658.45.

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 19<sup>th</sup> day of April, 2021.

\_\_\_\_\_  
SAM D. COBB, Mayor

ATTEST:

\_\_\_\_\_  
JAN FLETCHER, City Clerk

**City of Hobbs Budget Adjustment Request #5  
FY21 Fund Summary**

		Beginning Cash from 06/30/20	Total Revenue	Interfund Transfer	Total Expenditures	Ending Cash
001	GENERAL	91,426,513.57	52,687,540.98	(8,925,141.21)	88,000,017.81	47,188,895.53
002	LAND ACQUISITION	349,146.16	100,000.00	-	200,000.00	249,146.16
<b>General Fund Subtotal</b>		<b>91,775,659.73</b>	<b>52,787,540.98</b>	<b>(8,925,141.21)</b>	<b>88,200,017.81</b>	<b>47,438,041.69</b>
110	LOCAL GOV CORR	856,783.06	210,600.00	-	156,049.09	911,333.97
120	POLICE PROTECTION	63,885.81	80,400.00	-	144,285.81	-
130	P D N (parif, drug, narcotics)	1,918.75	-	-	-	1,918.75
150	COPS GRANT	1,000.00	150,000.00	384,000.00	422,358.31	112,641.69
160	RECREATION (CORE)	585,453.07	1,187,247.00	3,405,647.07	5,177,347.14	1,000.00
170	OLDER AMERICAN	1,000.00	140,146.00	962,103.77	1,081,605.77	21,644.00
180	GOLF	1,000.00	548,120.00	3,264,253.18	3,630,677.18	182,696.00
190	CEMETERY	14,477.08	164,600.00	623,444.69	792,521.77	10,000.00
200	AIRPORT	273,054.13	37,800.00	-	63,700.00	247,154.13
210	Legislative Appropriations	-	1,900,000.00	-	1,900,000.00	-
220	Intergovernmental Grants	-	1,587,094.00	-	1,587,094.00	-
230	LODGERS' TAX	1,826,158.69	627,100.00	(954,307.50)	883,330.00	615,621.19
270	PUBLIC TRANSPORTATION	32,975.73	1,213,696.63	240,000.00	1,134,568.66	352,103.70
280	FIRE PROTECTION	604,904.69	505,200.00	-	709,277.90	400,826.79
290	EMER MEDICAL SERV	202.82	64,900.00	-	64,900.00	202.82
<b>Special Revenue Subtotals</b>		<b>4,262,813.83</b>	<b>8,416,903.63</b>	<b>7,925,141.21</b>	<b>17,747,715.63</b>	<b>2,857,143.04</b>
370	COMM DEVE CONST	186,193.20	-	-	150,000.00	36,193.20
460	BEAUTIFICATION IMPROVEM	1,538,849.89	-	-	-	1,538,849.89
480	STREET IMPROVEMENTS	3,414,077.71	1,609,333.33	-	2,408,565.65	2,614,845.39
490	CITY COMM. IMPROVEMENT	5,622,342.68	2,131,551.00	(5,541,819.74)	67,000.00	2,145,073.94
<b>Capitla Project Subtotals</b>		<b>10,761,463.48</b>	<b>3,740,884.33</b>	<b>(5,541,819.74)</b>	<b>2,625,565.65</b>	<b>6,334,962.42</b>
510	UTILITY BOND	-	-	307,004.92	307,004.92	-
530	WASTEWATER BOND	1,989,842.96	-	2,906,182.43	2,906,182.43	1,989,842.96
<b>Debt Service Subtotals</b>		<b>1,989,842.96</b>	<b>-</b>	<b>3,213,187.35</b>	<b>3,213,187.35</b>	<b>1,989,842.96</b>
100	SOLID WASTE	2,484,591.03	6,950,000.04	-	7,200,000.04	2,234,591.03
440	JOINT UTILITY EXTENSIONS C	1,000.00	680,677.98	5,541,819.74	6,222,497.72	1,000.00
600	JOINT UTILITY	1,000.00	-	6,975,118.20	6,623,335.47	352,782.73
610	JOINT UTILITY CONST	1,000.00	-	3,019,526.01	2,900,696.21	119,829.80
620	WASTE WATER PLANT CONST	7,957,145.56	145,380.16	547,330.18	8,398,855.90	251,000.00
630	JOINT UTILTY - WASTEWATE	1,000.00	-	4,414,165.22	4,414,165.22	1,000.00
650	JOINT UTILTY INCOME - WA	5,840,103.73	8,395,743.00	(7,867,677.83)	34,000.00	6,334,168.90
660	JOINT UTILITY INCOME	4,898,581.14	8,265,200.00	(10,326,649.13)	-	2,837,132.01
680	METER DEPOSIT RES	1,118,043.91	450,000.00	-	450,000.00	1,118,043.91
690	INTERNAL SUPPLY	43,966.87	225,000.00	25,000.00	225,000.00	68,966.87
<b>Utility Subtotals</b>		<b>22,346,432.24</b>	<b>25,112,001.18</b>	<b>2,328,632.39</b>	<b>36,468,550.56</b>	<b>13,318,515.25</b>
640	MEDICAL INSURANCE	3,793,491.45	7,584,055.00	(500,000.00)	7,543,755.00	3,333,791.45
670	WORKERS COMP TRUST	1,142,028.21	711,630.00	-	711,630.00	1,142,028.21
740	INSURANCE - RISK	1,876,630.31	2,060,788.87	1,000,000.00	1,585,788.87	3,351,630.31
<b>Internal Service Subtotal</b>		<b>6,812,149.97</b>	<b>10,356,473.87</b>	<b>500,000.00</b>	<b>9,841,173.87</b>	<b>7,827,449.97</b>
700	MOTOR VEHICLE	17,511.25	6,000,000.00	-	6,000,000.00	17,511.25
710	MUNI JUDGE BOND FUND	105,852.84	-	-	-	105,852.84
720	RETIREE HEALTH INSURANCE	9,000,000.00	1,032,356.00	500,000.00	1,532,356.00	9,000,000.00
730	CRIME LAB FUND	73,717.55	88,500.00	-	88,500.00	73,717.55
750	FORECLOSURE TRUST FUND	71.88	-	-	-	71.88
760	RECREATION TRUST	-	-	-	-	-
770	LIBRARY TRUST	6,019.48	1,500.00	-	1,500.00	6,019.48
780	SENIOR CITIZEN TRUST	3,319.94	3,000.00	-	3,000.00	3,319.94
790	PRAIRIE HAVEN MEM	5,826.98	55.00	-	-	5,881.98
800	COMMUNITY PARK TRUST	1,558.61	18.00	-	-	1,576.61
820	EVIDENCE TRUST FUND	220,886.46	5,000.00	-	-	225,886.46
830	HOBBS BEAUTIFUL	19,971.41	5,000.00	-	6,250.00	18,721.41
860	CITY AGENCY TRUST	2,512.43	1,000.00	-	1,000.00	2,512.43
<b>Trust &amp; Agency Subtotals</b>		<b>9,457,248.83</b>	<b>7,136,429.00</b>	<b>500,000.00</b>	<b>7,632,606.00</b>	<b>9,461,071.83</b>
<b>Grant Total All Funds</b>		<b>147,405,611.04</b>	<b>107,550,232.99</b>	<b>-</b>	<b>165,728,816.87</b>	<b>89,227,027.16</b>
			537,237.61		(3,910,658.45)	

54%

Expense (NewMoney)									
Fund	ORG	OBJ	PROJ	Dept Name	DESCRIPTION	Current Budget	Budget Request	New Budget	Comments
1	010100	44901	00100	CITY COMMISSION	COMPREHENSIVE PLAN	150,000.00	(150,000.00)	-	reduction of unused budget
1	010100	44901	00169	CITY COMMISSION	AFFORDABLE HOUSING	2,955,433.00	279,571.00	3,235,004.00	to fully fund the Yes Housing Senior Apartment Complex
1	010130	43001		CLERKS OFFICE	COMPUTER/COMP EQUIPMENT C	8,705.00	(8,705.00)	-	reduction of unused budget
1	010130	43006		CLERKS OFFICE	EQUIPMENT OVER 5000	8,000.00	(8,000.00)	-	reduction of unused budget
1	010145	42202		INFORMATION TECHN	COMMUNICATIONS	75,000.00	(20,000.00)	55,000.00	reduction of unused budget
1	010145	42302		INFORMATION TECHN	TRAVEL, MEALS AND SCHOOLS	2,500.00	(1,500.00)	1,000.00	reduction of unused budget
1	010145	42408		INFORMATION TECHN	SOFTWARE-DATA PROCESSING	5,200.00	(2,000.00)	3,200.00	reduction of unused budget
1	010145	42601		INFORMATION TECHN	PROFESSIONAL SERVICES	86,008.00	(20,000.00)	66,008.00	reduction of unused budget
1	010145	43006		INFORMATION TECHN	EQUIPMENT OVER 5000	124,327.76	(29,981.76)	94,346.00	reduction of unused budget
1	010150	42302		LEGAL	TRAVEL, MEALS AND SCHOOLS	10,000.00	(7,000.00)	3,000.00	reduction of unused budget
1	010150	42601		LEGAL	PROFESSIONAL SERVICES	86,100.00	(17,000.00)	69,100.00	reduction of unused budget
1	010160	42302		MUNICIPAL COURT	TRAVEL, MEALS AND SCHOOLS	4,000.00	(4,000.00)	-	reduction of unused budget
1	010160	42706		MUNICIPAL COURT	EQUIPMENT UNDER 5000.00	-	4,000.00	4,000.00	budget to replace broken ice machine at Muni Court
1	010170	42302		PERSONNEL	TRAVEL, MEALS AND SCHOOLS	10,400.00	(4,000.00)	6,400.00	reduction of unused budget
1	010110	42601		CITY MANAGERS OFFIC	PROFESSIONAL SERVICES	38,000.00	6,000.00	44,000.00	prof svc contract for labor board leason
1	010181	42222		INSURANCE	INSURANCE-GENERAL LIABILITY	725,590.00	22,000.00	747,590.00	needed to cover increase in premiums
1	010201	42204		POLICE ADMINISTRATI	UNIFORMS	107,788.52	(40,000.00)	67,788.52	reduction of unused budget
1	010201	44901	00209	POLICE ADMINISTRATI	EVIDENTIARY VEH STORAGE/PRO	250,000.00	(75,000.00)	175,000.00	reduction to project
1	010202	42415		POLICE PATROL	VEH REPAIRS/UNINSURED	50,000.00	(50,000.00)	-	all claims by others will be paid through fund 740 increase expense to reflect the 2020 Jag Grant award - offsetting
1	010202	42632		POLICE PATROL	JUSTICE ASSISTANCE GRANT	-	16,965.00	16,965.00	revenue in this adjustment.
1	010203	42701		POLICE CRIMINAL INVE	COMPUTER/COMP EQUIPMENT	46,460.37	5,000.00	51,460.37	to replace funds used for temp reclass for oxy donation
1	010208	42601		PD COMMUNITY SVCS	PROFESSIONAL SERVICES	-	80,000.00	80,000.00	request for 8 condemnations before June 30
1	010208	43003		PD COMMUNITY SVCS	VEHICLE REPLACEMENT	-	31,000.00	31,000.00	request to replace totaled vehicle for code enforcement
1	010220	43003		FIRE/AMBULANCE	VEHICLE REPLACEMENT	26,397.23	(26,397.23)	-	unnneeded carryover
1	010310	42204		LIBRARY	UNIFORMS	500.00	(500.00)	-	reduction of unused budget increase in expense budget for library state grant in aid due to
1	010310	46326		LIBRARY	STATE GRANTS-IN-AID	7,900.00	3,701.28	11,601.28	increased award - offsetting revenue
1	010320	43006		PARKS	EQUIPMENT OVER 5000	83,658.44	(39,231.41)	44,427.03	reduction of unused budget
1	010320	43011		PARKS	LAND IMPROVEMENTS	253,640.10	(100,000.00)	153,640.10	reduction of unused budget
1	010320	44901		PARKS	CAPITAL PROJECTS	150,113.87	(113,745.28)	36,368.59	reduction of unused budget
1	010321	42538		SPORTS FIELDS	REPAIR-ELECTRICAL	15,000.00	41,500.00	56,500.00	to cover electrical repairs at sports fields - over budget
1	010321	44901	00186	SPORTS FIELDS	BASEBALL COMPLEX	3,634,566.89	(3,000,000.00)	634,566.89	reduction of unused budget
1	010326	42304		HARRY MCADAMS	PRINTING AND DUPLICATING	1,000.00	(500.00)	500.00	reduction of unused budget
1	010326	43006		HARRY MCADAMS	EQUIPMENT OVER 5000	302,500.00	(140,000.00)	162,500.00	reduction of unused budget
1	010330	42301		RECREATION	SUPPLIES-OFFICE	5,500.00	(2,000.00)	3,500.00	reduction of unused budget
1	010330	42302		RECREATION	TRAVEL, MEALS AND SCHOOLS	6,000.00	(6,000.00)	-	reduction of unused budget
1	010330	42304		RECREATION	PRINTING AND DUPLICATING	500.00	(500.00)	-	reduction of unused budget
1	010330	42320	00266	RECREATION	FATHER DAUGHTER DANCE	7,500.00	(7,500.00)	-	reduction of unused budget
1	010330	42320	00269	RECREATION	DOG DAZE	1,000.00	(1,000.00)	-	reduction of unused budget
1	010330	42320	00270	RECREATION	HALLOWEEN CARNIVAL	3,200.00	(3,200.00)	-	reduction of unused budget
1	010330	42320	00277	RECREATION	EMPLOYEE HOLIDAY PARTY	9,700.00	(8,700.00)	1,000.00	reduction of unused budget

BAR #5 Detail

1	010330	42601	RECREATION	PROFESSIONAL SERVICES	236,750.00	(75,000.00)	161,750.00	
1	010330	42642	RECREATION	GUS MACKER	6,300.00	(6,300.00)	-	reduction of unused budget
1	010332	42302	TEEN RECREATION	TRAVEL, MEALS AND SCHOOLS	750.00	(750.00)	-	reduction of unused budget
1	010332	42318	TEEN RECREATION	RECREATION EQUIPMENT	6,800.00	(2,000.00)	4,800.00	reduction of unused budget
1	010332	42321	TEEN RECREATION	SPECIAL EVENTS AND PRIZES	7,425.00	(4,000.00)	3,425.00	reduction of unused budget
1	010335	42204	POOLS	UNIFORMS	6,000.00	(3,000.00)	3,000.00	reduction of unused budget
1	010335	43006 00168	POOLS	HEIZER/HUMBLE ENHANCEMENT	400,000.00	(362,000.00)	38,000.00	reduction of unused budget
1	010335	44901 00176	POOLS	SPLASH PADS	213,631.04	(176,000.00)	37,631.04	reduction of unused budget
1	010420	42415	GENERAL SVCS-GARAG.	VEH REPAIRS/UNINSURED	30,000.00	(30,000.00)	-	all claims by others will be paid through fund 740
1	010420	42608	GENERAL SVCS-GARAG.	CLAIMS BY OTHERS	-	3,100.00	3,100.00	add claims by others acct to garage
1	010423	43003	STREETS/HIGHWAYS	VEHICLE REPLACEMENT	185,000.00	(115,000.00)	70,000.00	reduction of unused budget
1	010423	44901 00288	STREETS/HIGHWAYS	DRAINAGE IMPROVEMENTS	483,978.50	(422,531.00)	61,447.50	reduction of unused budget
<b>1 Total</b>					<b>(4,590,204.40)</b>			
10	104010	42601 00313	SOLID WASTE FUND	CLEAN UP EFFORTS	-	250,000.00	250,000.00	funds to clean up and fence unsightly area at the veterans memorial field complex.
<b>10 Total</b>					<b>250,000.00</b>			
16	164016	42357	HEALTH WELLNESS LEA	ADVERTISING	28,000.00	(20,000.00)	8,000.00	reduction of unused budget
16	164016	42601	HEALTH WELLNESS LEA	PROFESSIONAL SERVICES	310,138.48	(50,000.00)	260,138.48	reduction of unused budget
16	164016	42608	HEALTH WELLNESS LEA	CLAIMS BY OTHERS	-	1,600.00		add claims by others acct to core
16	164016	42820	HEALTH WELLNESS LEA	CORE STORE MERCHANDISE	10,500.00	(7,600.00)	2,900.00	reduction of unused budget
<b>16 Total</b>					<b>(76,000.00)</b>			
17	174017	42204	OLDER AMERICANS FUJ	UNIFORMS	1,932.00	(1,900.00)	32.00	reduction of unused budget
17	174017	42204 00800	OLDER AMERICANS FUJ	UNIFORMS	644.00	(600.00)	44.00	reduction of unused budget
17	174017	42204 00801	OLDER AMERICANS FUJ	UNIFORMS	644.00	(600.00)	44.00	reduction of unused budget
17	174017	42302	OLDER AMERICANS FUJ	TRAVEL, MEALS AND SCHOOLS	1,200.00	(1,200.00)	-	reduction of unused budget
17	174017	42302 00800	OLDER AMERICANS FUJ	TRAVEL, MEALS AND SCHOOLS	400.00	(400.00)	-	reduction of unused budget
17	174017	42302 00801	OLDER AMERICANS FUJ	TRAVEL, MEALS AND SCHOOLS	400.00	(400.00)	-	reduction of unused budget
17	174017	42313	OLDER AMERICANS FUJ	SAFETY EQUIPMENT	416.75	(400.00)	16.75	reduction of unused budget
17	174017	42313 00800	OLDER AMERICANS FUJ	SAFETY EQUIPMENT	138.92	(130.00)	8.92	reduction of unused budget
17	174017	42313 00801	OLDER AMERICANS FUJ	SAFETY EQUIPMENT	138.92	(130.00)	8.92	reduction of unused budget
17	174017	42321	OLDER AMERICANS FUJ	SPECIAL EVENTS AND PRIZES	10,010.00	(7,000.00)	3,010.00	reduction of unused budget
17	174017	42387	OLDER AMERICANS FUJ	RAW FOOD SUPPLIES	3,675.00	(2,500.00)	1,175.00	reduction of unused budget
17	174017	42706	OLDER AMERICANS FUJ	EQUIPMENT UNDER 5000.00	5,500.00	(5,500.00)	-	reduction of unused budget
<b>17 Total</b>					<b>(20,760.00)</b>			
18	184315	42201	GOLF MTC	UTILITIES	184,000.00	(30,000.00)	154,000.00	reduction of unused budget
18	184315	42302	GOLF MTC	TRAVEL, MEALS AND SCHOOLS	10,000.00	(7,196.00)	2,804.00	reduction of unused budget
18	184315	43006	GOLF MTC	EQUIP OVER 5000.00	191,992.37	(65,000.00)	126,992.37	reduction of unused budget
18	184316	42302	GOLF CLUBHOUSE	TRAVEL, MEALS AND SCHOOLS	3,000.00	(2,500.00)	500.00	reduction of unused budget
18	184316	42320	GOLF CLUBHOUSE	SPECIAL PROGRAMS PRESENTA	11,900.00	(5,000.00)	6,900.00	reduction of unused budget
18	184316	42388	GOLF CLUBHOUSE	TOURNAMENT EXPENSE	22,600.00	(7,000.00)	15,600.00	reduction of unused budget
18	184316	42801	GOLF CLUBHOUSE	SOFT GOODS	135,000.00	(30,000.00)	105,000.00	reduction of unused budget
18	184316	42810	GOLF CLUBHOUSE	HARD GOODS	175,000.00	(25,000.00)	150,000.00	reduction of unused budget
18	184316	43006	GOLF CLUBHOUSE	EQUIP OVER 5000.00	30,000.00	(10,000.00)	20,000.00	reduction of unused budget
<b>18 Total</b>					<b>(181,696.00)</b>			

BAR #5 Detail

19	194019	42202	CEMETERY FUND	COMMUNICATIONS	10,000.00	(9,000.00)	1,000.00	reduction of unused budget
<b>19 Total</b>						<b>(9,000.00)</b>		
20	204020	42201	HIAP AIRPORT FUND	UTILITIES	42,000.00	6,200.00	48,200.00	utility billing out of budget - request to clear negative and fund account to June 30
<b>20 Total</b>						<b>6,200.00</b>		
27	274027	42206	PUBLIC TRANSPORTATI	RENTAL- EQUIPMENT	5,000.00	(5,000.00)	-	reduction of unused budget
27	274027	42302	PUBLIC TRANSPORTATI	TRAVEL, MEALS AND SCHOOLS	1,500.00	(1,500.00)	-	reduction of unused budget
27	274027	42401	PUBLIC TRANSPORTATI	RADIO, INSTRUMENTS	10,200.00	(10,200.00)	-	reduction of unused budget
27	274027	42706	PUBLIC TRANSPORTATI	EQUIPMENT UNDER 5000.00	7,000.00	(5,400.00)	1,600.00	reduction of unused budget
27	274027	42707	PUBLIC TRANSPORTATI	FURNITURE/APPLIANCE UNDER 5	700.00	(700.00)	-	reduction of unused budget
<b>27 Total</b>						<b>(22,800.00)</b>		
48	484048	44901 00048	STREET IMPROVEMEN	SOUTHEAST BY PASS	15,654.00	(15,654.00)	-	reduction of unused budget
<b>48 Total</b>						<b>(15,654.00)</b>		
53	534053	47342	2005 WASTEWATER BC	INTEREST PAID	376,106.44	345,198.79	721,305.23	cost of refinancing CWSRF 001 to bring interest rate to 0.5% down drom 2.0% for a savings over the remaining life of the loan of \$1.1 million (Original principal balance \$31.4 million; current balance \$17.2 million)
53	534053	47342 00205	2005 WASTEWATER BC	INTEREST PAID	74,217.66	118,186.96	192,404.62	cost of refinancing CWSRF 064 to bring interest rate to 0.5% down drom 1.2% for a savings over the remaining life of the loan of \$316,401 (Original principal balance \$6.18 million; current balance \$5.9 million)
<b>53 Total</b>						<b>463,385.75</b>		
61	614061	44901 00249	JOINT UTILITY CONST.	WATER SCADA PROJECT	169,245.30	(118,829.80)	50,415.50	project complete
<b>61 Total</b>						<b>(118,829.80)</b>		
64	644064	42285	MEDICAL INSURANCE	T STATE IMMUNIZATIONS	28,547.00	9,700.00	38,247.00	state immunications line item out of budget - budget for final quarterly invoice for FY21
64	644064	42641	MEDICAL INSURANCE	T WELLNESS PROGRAM	105,000.00	(105,000.00)	-	reduction of unused budget
<b>64 Total</b>						<b>(95,300.00)</b>		
72	724072	42601	RETIREE HEALTH INSUF	PROFESSIONAL SERVICES	909,691.00	500,000.00	1,409,691.00	to fund increase in payments for retiree health
<b>72 Total</b>						<b>500,000.00</b>		
<b>Grand Total</b>						<b>(3,910,658.45)</b>		

Expense (Reclass)

Fund	ORG	OBJ	PROJ	Dept Name	DESCRIPTION	Current Budget	Budget Request	New Budget	Comments
1	010150	42203		LEGAL	DUES AND SUBSCRIPTIONS	12,000.00	5,000.00	17,000.00	reclass for thompson rueter subscription
1	010150	42601		LEGAL	PROFESSIONAL SERVICES	86,100.00	(5,000.00)	81,100.00	reclass for thompson rueter subscription
1	010201	44901 00209		POLICE ADMINISTRATI	EVIDENTIARY VEH STORAGE/PRO	250,000.00	(53,000.00)	197,000.00	reclass to security upgrades project
1	010203	42701		POLICE CRIMINAL INVE	COMPUTER/COMP EQUIPMENT	46,460.37	(5,000.00)	41,460.37	to fund oxy donation expense for biomister purchase
1	010203	42706 00312		POLICE CRIMINAL INVE	OCY DONATION - EQUIPMENT OV	-	5,000.00	5,000.00	to fund oxy donation expense for biomister purchase
1	010320	42322		PARKS	CHRISTMAS SKYLINES	40,000.00	(7,000.00)	33,000.00	reclass for restroom doors at pool facilities
1	010320	42501		PARKS	BUILDING AND GROUNDS	35,000.00	7,000.00	42,000.00	reclass for restroom doors at pool facilities
1	010421	42301		BUILDING MAINTENAN	SUPPLIES-OFFICE	500.00	1,000.00	1,500.00	reclass for office supplies
1	010421	42307		BUILDING MAINTENAN	SMALL HAND TOOLS	2,500.00	(1,000.00)	1,500.00	reclass for office supplies



1	010421	42501		BUILDING MAINTENAN	BUILDING AND GROUNDS	40,000.00	3,000.00	43,000.00	reclass for fire sprinkler leak
1	010421	42520		BUILDING MAINTENAN	H V A C MAINT.	125,000.00	(3,000.00)	122,000.00	reclass for fire sprinkler leak
1	010421	44901	00279	BUILDING MAINTENAN	SECURITY UPGRADES - CITYWIDE	584,490.00	53,000.00	637,490.00	reclass to security upgrades project
1	010423	42218		STREETS/HIGHWAYS	ASPHALT	40,000.00	(2,000.00)	38,000.00	reclass for supplies medical
1	010423	42305		STREETS/HIGHWAYS	SUPPLIES-MEDICAL	2,500.00	2,000.00	4,500.00	reclass for supplies medical
28	284028	42356		FIRE PROTECTION FUNI	PUBLIC EDUCATION	15,000.00	(2,600.00)	12,400.00	reclass for bunker gear
28	284028	42601		FIRE PROTECTION FUNI	PROFESSIONAL SERVICES	81,500.00	2,600.00	84,100.00	reclass for bunker gear
61	614061	44901	00094	JOINT UTILITY CONST.	WATERLINE REPLACEMENT	1,215,538.08	15,000.00	1,230,538.08	
61	614061	44901	00107	JOINT UTILITY CONST.	WATER DEVELOPMENT/40 YR PL	90,200.67	(15,000.00)	75,200.67	reclass for prof service contract
64	644064	42285		MEDICAL INSURANCE T	STATE IMMUNIZATIONS	28,547.00	400.00	28,947.00	reclass for state immunizations invoice
64	644064	42601		MEDICAL INSURANCE T	PROFESSIONAL SERVICES	6,661,613.00	(400.00)	6,661,213.00	reclass for state immunizations invoice
1	010330	42320	00272	RECREATION	COMMUNITY EGG HUNT	4,550.00	450.00	5,000.00	reclass for community egg hunt
1	010330	42501		RECREATION	BUILDING AND GROUNDS	9,100.00	(450.00)	8,650.00	reclass for community egg hunt
								-	

**Revenue**

Fund	ORG	OBJ	PROJ	Dept Name	DESCRIPTION	Current Budget	Budget Request	New Budget	Comments
1	019999	30203			BUILDING PERMITS	(227,500.00)	(222,118.70)	(449,618.70)	increase revenue - unbudgeted activity
1	019999	30205			ADOPTIONS/RABIES	(7,500.00)	6,712.50	(787.50)	reduced number of animal shelter transactions
1	019999	30305			AUTO LICENSE DIST. 60%	(22,500.00)	5,975.87	(16,524.14)	reduced number of mvd transactions
1	019999	30403			PRINTING AND COPYING	(30,000.00)	15,000.00	(15,000.00)	reduced activity in FY21 - average \$1200 per month
1	019999	30405			DRIVERS LICENSE DIST.	(250,000.00)	90,076.00	(159,924.00)	reduced number of mvd transactions
1	019999	30406			SIDEWALK REPAIR	(3,000.00)	2,700.00	(300.00)	reduced number of sidewalk repairs
1	019999	30411			ANIMAL SHELTER FEES-RECLAIM	(16,500.00)	8,107.50	(8,392.50)	reduced number of animal shelter transactions
1	019999	30417			RECREATION FEES	(50,000.00)	37,500.00	(12,500.00)	no activity July 2020 - Feb 2020 - budget to remain at 25%
1	019999	30426			HARRY MCADAMS	(20,000.00)	15,000.00	(5,000.00)	no activity July 2020 - Feb 2020 - budget to remain at 25%
1	019999	30428			RENTAL - TEEN CENTER	(1,000.00)	750.00	(250.00)	no activity July 2020 - Feb 2020 - budget to remain at 25%
1	019999	30429			RENTALS	(18,000.00)	13,500.00	(4,500.00)	no activity July 2020 - Feb 2020 - budget to remain at 25%
1	019999	30430			CREMATIONS	(1,500.00)	1,125.00	(375.00)	no activity July 2020 - Feb 2020 - budget to remain at 25%
1	019999	30442			VENDOR BOOTH RENTAL	(1,000.00)	750.00	(250.00)	no activity July 2020 - Feb 2020 - budget to remain at 25%
1	019999	30470			MVD LOCAL OPTION FEE	(145,000.00)	54,528.47	(90,471.53)	reduced number of mvd transactions
1	019999	30492			Del Norte Pool Revenue	(1,000.00)	750.00	(250.00)	no activity July 2020 - Feb 2020 - budget to remain at 25%
1	019999	30493			Heizer Pool Revenue	(2,000.00)	1,500.00	(500.00)	no activity July 2020 - Feb 2020 - budget to remain at 25%
1	019999	30494			Humble Pool Revenue	(2,000.00)	1,500.00	(500.00)	no activity July 2020 - Feb 2020 - budget to remain at 25%
1	019999	30495			Field Use Fee Revenue	(35,000.00)	26,250.00	(8,750.00)	no activity July 2020 - Feb 2020 - budget to remain at 25%
1	019999	30496			LIFEGUARD CLASS REVENUE	(500.00)	375.00	(125.00)	no activity July 2020 - Feb 2020 - budget to remain at 25%
1	019999	30503			LIBRARY FINES	(14,000.00)	9,209.62	(4,790.39)	reduced number of library transactions
1	019999	30602			AUCTION SALES	(100,000.00)	99,438.00	(562.00)	auction not scheduled for this fiscal year
1	019999	30611			MISCELLANEOUS INCOME	(350,000.00)	(1,200,000.00)	(1,550,000.00)	increase revenue - unbudgeted activity (virus grant, etc)
1	019999	30615			INSURANCE RECOVERIES	(20,000.00)	(11,650.00)	(31,650.00)	increase revenue - unbudgeted activity
1	019999	30617			PROPERTY DAMAGE	-	(600.00)	(600.00)	increase revenue - unbudgeted activity
1	019999	30650			RIGHT OF WAY FEES	(5,000.00)	(32,803.00)	(37,803.00)	increase revenue - unbudgeted activity
1	019999	30702	00126		JAG GRANT	-	(16,965.00)	(16,965.00)	increase revenue to reflect the 202 Jag Grant Award
1	019999	30702	00305		HPD Coronavirus Emerg. Supp. Gr	(63,537.00)	47,652.75	(15,884.25)	no activity July 2020 - Feb 2020 - budget to remain at 25%

					<i>Lea County local grant contribution to the Memorial for Veterans</i>		
1	019999	30708	00281	MEMORIALFOR VETS - LEA COUN	-	(300,000.00)	(300,000.00) project
1	019999	30712		GRANT-BULLETPROOF VESTS	(7,027.98)	(5,975.00)	(13,002.98) increase revenue - unbudgeted activity
1	019999	30715		LIBRARY GRANT	(92,870.24)	(3,701.28)	(96,571.52) Library state grant in aid acutal greater than budget -offsetting expense budget
<b>1 Total</b>						<b>(1,355,412.28)</b>	
15	159999	30702		FEDERAL GRANTS	(80,074.74)	67,974.74	(12,100.00) reduce projected grant revenue based on reimb. requests
15	159999	30702	04115	COPS GRANT (2)	(459,484.18)	321,584.18	(137,900.00) reduce projected grant revenue based on reimb. requests
<b>15 Total</b>						<b>389,558.92</b>	
16	169999	32403		GROUP SWIM LESSONS - YOUTH	(18,000.00)	9,000.00	(9,000.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32404		GROUP SWIM LESSONS - ADULT	(800.00)	400.00	(400.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32406		PRIVATE SWIM LESSONS - ADULT	(300.00)	150.00	(150.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32408		GROUP FITNESS - CONTRACTED	(2,000.00)	1,000.00	(1,000.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32410		GROUP FITNESS - DROP IN	(30,000.00)	15,000.00	(15,000.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32411		PERSONAL TRAINING - CONTRACTED	(5,000.00)	2,500.00	(2,500.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32419		SPORTS PROGRAM - YOUTH	(25,000.00)	12,500.00	(12,500.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32420		SPORTS PROGRAM - ADULT	(18,000.00)	9,000.00	(9,000.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32428		AQUATICS SWIM RENTALS	(300.00)	150.00	(150.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32430		AQUATICS THERAPY RENTALS	(1,000.00)	500.00	(500.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32434		BANQUET ROOMS	(112,000.00)	56,000.00	(56,000.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32442		VENDOR BOOTH RENTAL	(100.00)	50.00	(50.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32443		DAY PASS RESIDENT - ADULT	(125,000.00)	62,500.00	(62,500.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32444		DAY PASS RESIDENT - YOUTH	(47,000.00)	23,500.00	(23,500.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32445		DAY PASS RESIDENT - TEEN	(50,000.00)	25,000.00	(25,000.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32446		DAY PASS RES-STUDENT/PUB SAF	(13,000.00)	6,500.00	(6,500.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32447		DAY PASS RESIDENT - SENIOR	(3,500.00)	1,750.00	(1,750.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32448		DAY PASS NONRES - ADULT	(55,000.00)	27,500.00	(27,500.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32449		DAY PASS NONRES - YOUTH	(28,000.00)	14,000.00	(14,000.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32450		DAY PASS NON RES - TEEN	(10,000.00)	5,000.00	(5,000.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32451		DAY PASS NONRES - STU/ PUB SA	(1,000.00)	500.00	(500.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32453		WEEK PASS RESIDENT - ADULT	(48,000.00)	24,000.00	(24,000.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32454		WEEK PASS RESIDENT - YOUTH	(500.00)	250.00	(250.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32455		WEEK PASS RESIDENT - TEEN	(400.00)	200.00	(200.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32457		WEEK PASS RESIDNET - SENIOR	(144.00)	72.00	(72.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32458		WEEK PASS NONRES - ADULT	(1,300.00)	650.00	(650.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32459		WEEK PASS NONRES - YOUTH	(200.00)	100.00	(100.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32460		WEEK PASS NONRES - TEEN	(100.00)	50.00	(50.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32461		WEEK PASS NONRES - STU/PUBSA	(100.00)	50.00	(50.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32462		WEEK PASS NONRES - SENIOR	(50.00)	25.00	(25.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32463		FACILITY MEM RESIDENT - ADULT	(144,000.00)	72,000.00	(72,000.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32464		FACILITY MEM RESIDENT - COUPL	(63,000.00)	31,500.00	(31,500.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32465		FACILITY MEM RESIDENT - YOUTH	(2,400.00)	1,200.00	(1,200.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32466		FACILITY MEM RESIDENT - TEEN	(9,200.00)	4,600.00	(4,600.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32467		FACILITY MEM RESIDENT STU/PS	(30,000.00)	15,000.00	(15,000.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32468		FACILITY MEM RESIDENT - SENIOR	(22,000.00)	11,000.00	(11,000.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32469		FACILITY MEM RESIDNET - SNRCP	(23,000.00)	11,500.00	(11,500.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%

BAR #5 Detail

16	169999	32470	FACILITY MEM RESIDNET - FAMIL	(620,000.00)	310,000.00	(310,000.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32471	FACILITY MEM RESIDENT- MATIN	(3,800.00)	1,900.00	(1,900.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32472	FACILITY MEM NONRES - ADULT	(11,000.00)	5,500.00	(5,500.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32473	FACILITY MEM NONRES - COUPLE	(2,750.00)	1,375.00	(1,375.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32474	FACILITY MEM NONRES - YOUTH	(1,500.00)	750.00	(750.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32475	FACILITY MEM NONRES - TEEN	(100.00)	50.00	(50.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32476	FACILITY MEM NONRES - STU/PS	(1,000.00)	500.00	(500.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32477	FACILITY MEM NONRES - SENIOR	(1,000.00)	500.00	(500.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32478	FACILITY MEM NONRES - SNRCPL	(500.00)	250.00	(250.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32479	FACILITY MEM NONRES - FAMILY	(13,000.00)	6,500.00	(6,500.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32480	FACILITY MEM NONRES-MATINEE	(500.00)	250.00	(250.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32481	PROGRAM FEE RESIDENT	(4,000.00)	2,000.00	(2,000.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32482	PROGRAM FEE NONRESIDENT	(150.00)	75.00	(75.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32483	KID WATCH RESIDENT	(1,200.00)	600.00	(600.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32484	KID FIT RESIDENT	(300.00)	150.00	(150.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32487	KID WATCH NONRESIDENT	(100.00)	50.00	(50.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32488	KID FIT NONRES	(100.00)	50.00	(50.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32491	MERCHANDISE SALES	(19,000.00)	9,500.00	(9,500.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32492	EQUIPMENT RENTAL	(100.00)	50.00	(50.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
16	169999	32495	VENDING	(5,000.00)	2,500.00	(2,500.00) reduced activity July 2020 - Feb 2020 - budget reset to 50%
<b>16</b>	<b>Total</b>				<b>787,247.00</b>	
27	279999	30729	FED/ST FUNDING 27	(1,317,065.38)	141,368.75	(1,175,696.63) reduce projected grant revenue based on reimb. requests
<b>27</b>	<b>Total</b>				<b>141,368.75</b>	
48	489999	30701 00178	WEST BENDER REHAB	-	(500,000.00)	(500,000.00) C2193354
<b>48</b>	<b>Total</b>				<b>(500,000.00)</b>	
<b>Grand Total</b>					<b>(537,237.61)</b>	

Addition of grant revenue for west bender legislative appropriation

Revenue (transfers)									
Fund	ORG	OBJ	PROJ	Dept Name	DESCRIPTION	Current Budget	Budget Request	New Budget	Comments
1	019999	30808			Transfer to 27	50,000.00	190,000.00	240,000.00	transfer to Hobbs Express - May and June expected to be outstanding at year end
1	019999	30878			Transfer to 15	60,000.00	324,000.00	384,000.00	transfer to Cops grant - waiting for reimbursement
1	019999	30890			Transfer to 16	2,580,799.36	220,985.21	2,801,784.57	transfer to CORE due to revenue reduction
15	159999	30802			transfer from 1	(60,000.00)	(324,000.00)	(384,000.00)	transfer to Cops grant - waiting for reimbursement
16	169999	30851			Transfer from 1	(2,580,799.36)	(220,985.21)	(2,801,784.57)	transfer to CORE due to revenue reduction
					transfer to Hobbs Express - May and June expected to be outstanding at year end				
27	279999	30834			Transfer from 1	(50,000.00)	(190,000.00)	(240,000.00)	transfer to Hobbs Express - May and June expected to be outstanding at year end
53	539999	30844			Transfer from 65	(2,442,796.68)	(463,385.75)	(2,906,182.43)	transfer to fund loan refinance proposal
64	649999	30801			Transfer to 72	-	500,000.00	500,000.00	transfer between health ins. Accounts.
65	659999	30820			Transfer to 53	2,442,796.68	463,385.75	2,906,182.43	transfer to fund loan refinance proposal
66	669999	30864			Transfer to 69	-	25,000.00	25,000.00	transfer to warehouse fund to bring out of negative
69	699999	30845			Transfer from 66	-	(25,000.00)	(25,000.00)	transfer to warehouse fund to bring out of negative
72	729999	30891			Transfer from 64	-	(500,000.00)	(500,000.00)	transfer between health ins. Accounts.



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: April 19, 2021

SUBJECT: APPROVE THE HOBBS SENIOR CENTER'S OPERATING PROTOCOLS, COVID-19 SAFE POLICIES AND PROCEDURES, AND CONTACT TRACING PLAN AS REQUIRED FOR REOPENING

DEPT. OF ORIGIN: Recreation/Older Americans
DATE SUBMITTED: April 13, 2021
SUBMITTED BY: Doug McDaniel, Recreation Director
Angela Courter, Senior Affairs Coordinator

Summary:

The New Mexico Aging and Long Term Services Department (NMALTS), and the Non-Metro Area Agency on Aging (NMAAA) have published guidance documents related to the reopening of Senior Centers in New Mexico. Staff has used these documents to draft a reopening plan for the Hobbs Senior Center. The reopening plan and other documents are attached. The NMALTS and NMAAA require the Hobbs Senior Center's reopening plan to be approved by the City Commission and submitted. If approved by the Commission, the Senior Center will reopen slowly, safely, and gradually for recreation activities. Compliance with the City's CSPs and Employees Returning to Work policy will continue.

Fiscal Impact:

Reviewed by: [Signature]
Finance Department

There is no fiscal impact related to this reopening plan.

Attachments: Hobbs Senior Center Operating Protocols, Daily Participation and Symptom List for Contact Tracing, CSPs and Employees Returning to Work

Legal Review:

Approved As To Form:

[Signature]
City Attorney

Recommendation:

Staff recommends that the Commission approve the Hobbs Senior Center's Operating Protocols, COVID-19 Safe Policies and Procedures, and Contact Tracing Plan as required for reopening.

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 Senior Center Operating Protocols

Being given the requirements and guidelines set by both the New Mexico Aging and Long Term Services Department (NMALTSO), the Non-Metro Area Agency on Aging (NMAAA), and the City of Hobbs for the reopening of the Hobbs Senior Center, the following document will serve as the procedures to safely reopen while keeping staff, clients and visitors to the Senior Center safe. NMALTSO/NMAAA will require the Senior Center's Reopening Plan to be approved by the Hobbs City Commission.

- **Yellow**  
Distribution of Home Delivered and Grab N' Go meals continue. Senior Center remains closed to programming, events, and activities for seniors as indoor use of Recreation Facilities is not permitted. Staff continues working a reduced schedule as operations are limited to providing meals and the associated records. COVID Safe Practices and wearing of masks continue for staff as mandated by the City's Return to Work document. Mass Gathering limits in Yellow: 10 persons, 80 vehicles.
- **Green**  
Recreation facilities may operate at 25% of maximum capacity of any indoor/enclosed space on the premises. When the Senior Center reopens, it will be with reduced hours of operation to comply with the City's slow, safe, gradual reopening of facilities previously used with both Rockwind and the CORE. Staff will use the reduced hours of operation to use the Backpack Electrostatic mister to disinfect the entire building on a daily basis. There will be touch free hand sanitizers mounted throughout the building, and disinfecting wipes in every room so seniors can wipe any surface before/after using it. Staff, in conjunction with the Fire Marshal, will determine capacity of the Senior Center and participation levels at 25%. Staff will monitor and enforce capacity compliance. New signage and website/FB postings will be created to update this information. NMALTSO may provide guidance with programming, events, and activities to be allowed. COVID Safe Practices to include screening as required by NMALTSO will be followed. Sign-in sheets for contact tracing as required by the NMALTSO will also be in place. Staff will continue with wearing of masks as mandated by the City's Return to Work document. Mass Gathering limits in Green: 20 persons, 120 vehicles.
- **Turquoise**  
Recreation facilities can operate at 50% of maximum capacity. When the Senior Center reopens, it will be with reduced hours of operation to comply with the City's slow, safe, gradual reopening of facilities previously used with both Rockwind and the CORE. Staff will use the reduced hours of operation to use the Backpack Electrostatic mister to disinfect the entire building on a daily basis. There will be touch free hand sanitizers mounted throughout the building, and disinfecting wipes in every room so seniors can wipe any surface before/after using it. Staff, in conjunction with the Fire Marshal, will determine capacity of the Senior Center and participation levels at 50%. Staff will monitor and enforce capacity compliance. New signage and website/FB postings will be created to update this information. NMALTSO may provide guidance with programming, events, and activities to be allowed. COVID Safe Practices to include screening as required by NMALTSO will be followed. Sign-in sheets for contact tracing as required by the NMALTSO will also be in place. Staff will continue with wearing of masks as mandated by the City's Return to Work document. Mass Gathering limits in Turquoise: 150 people, 200 vehicles.

**Additional Reopening Information:**

- The north parking will remain closed as long as Grab N’ Go format is being used. Some exterior doors will remain locked from the exterior to assist with staff’s efforts related to sign-in/screening/capacity. Seniors will be able to exit using the crash bars on all doors.
- The Grab N’ Go meal format will continue at this time. Outdoor dining will not be implemented.
- Senior Center dances and exercise classes will return at a later date.
- The Senior Center will participate in a surveillance testing program as mandated by the NMALTSO.

**Prior to reopening:**

- All staff will be trained in the CDC and NM Guidance on Health and Safety Practices.
- Signage will be posted in regards to proper hand hygiene, mask wearing and social distancing.
- The New Mexico Environmental Department reopening checklist will be completed.
- Tables and equipment will be arranged for proper social distancing in the areas of the Senior Center being used.
- No-touch infrared thermometers, no touch hand sanitizers, and disinfectant wipes will be available.
- Staff will disinfect each area of the Senior Center and vehicles after use.
- Information will be distributed to clients detailing changes, requirements, and reopening date.

**Transportation Services**

The Senior Center will provide transportation to and from the center for Recreation. No transportation will be needed for meals as the Grab N’ Go format will continue. Windows will be open for proper air ventilation, social distancing will be required, and occupants will occupy the same seat to and from the center to ensure safety. COVID Safe Practices signage will be posted in the vehicles. Vehicles will be sanitized after each use, and handrails will be wiped down between trips. Hand sanitizing station will be available. Masks will be required by staff and clients. NMALTSO may provide guidance to any changes that need to incur to ensure compliance with the CDC and NM guidelines for COVID-19 safe practices.

**Proposed Senior Center Hours of Operation:**

Initial: Wednesday, Thursday, Friday: 9:00 a.m. - 11:00 a.m.; and 2:00 p.m. - 4:00 p.m.  
The east parking lot and entrances will be used at this time.  
Grab N’ Go Meals to continue until further notice.

Bingo held in the meal site for social distancing purposes.  
Every 3<sup>rd</sup> piece of fitness equipment will be available.  
Two pool tables will be available.  
Dominos will be moved into the Exercise Room’s class area.  
Card/Game room closed due to space/social distancing limitations.  
Quilting Room available by reservation only. Call 397-9301 to make reservations.  
Furniture use to allow for social distancing.  
Participants to wear masks as mandated by NMALTSO.

Phase II: Monday through Friday: 9:00 a.m. - 11:00 a.m., and 2:00 p.m. - 4:00 p.m.\*

Phase III: Monday through Friday: 8:00 a.m. - 5:00 p.m.\*

\*Exact offerings/capacity TBD



## Daily Participant Symptom Questions

**Each participant who enters the Hobbs Senior Center must answer the following questions:**

1. Have you experienced any cough, difficulty breathing, shortness of breath, loss of smell or taste, sore throat, unusual fatigue or symptoms of acute respiratory illness in the last 72 hours?
2. Have you experienced a fever above 100\* F withing the last 72 hours?
3. Have you experienced signs of a fever such as chills, aches and pains, etc. withing the last 72 hours?
4. Have you had exposure, withing the past 14 days, with a lab-confirmed or suspected COVID-19 case patient?  
("Exposure" is defined as being withing 6 feet of a COVID-19 case patient for 15 minutes or longer)

If any participants or staff answer in the affirmative or have a temperature reading of 100 degrees or higher than they shall not be given access to the facility until such time as time as entry is deemed advisable pursuant to relevant public health or OSHA guidance.

**Exclude individuals from your center/facility if any of the following are true:**

1. They have experienced symptoms of a respiratory illness in the last 14 days.
2. They have been in contact with someone confirmed to have COVID-19 in the last 14 days.



## **CSPs AND EMPLOYEES RETURNING TO WORK**

Revised/effective date July 10, 2020

Due to current local and regional surge in positive COVID-19 cases and changes in Public Health Orders, the City of Hobbs has elevated the use of face covering measures with both General and those in Public Safety positions. The bolded additional step(s) will be taken by the City of Hobbs to further protect the safety and well-being of our employees. The following minimum CSPs shall be observed by all City employees during work hours:

- Contact immediate supervisor before reporting to work if you are sick;
- Wash your hands frequently with soap and water; **NOTE: THE USE OF GLOVES IS NOT A SUBSTITUTE FOR FREQUENT HANDWASHING.**
- Avoid touching your eyes, nose, and mouth;
- Cover your cough or sneeze with a tissue, then throw the tissue away;
- Clean and disinfect touched objects and surfaces frequently;
- Monitor yourself for COVID-19 symptoms. Symptoms include: Fever, cough, shortness of breath, chills, muscle pain, headache, sore throat and/or loss of taste or smell;
- Maintain a minimum of 6 feet of distance from others;
- Avoid congregating in a single location.

The following minimum CSPs shall be observed by all City Department Heads:

- Remain attentive to employee communication regarding COVID-19 related symptoms and strictly follow Administrative Regulation (AR) 20-02. Symptoms include: Fever, cough, shortness of breath, chills, muscle pain, headache, sore throat and/or loss of taste or smell;
- Follow Reopen Plan timelines for limiting operations to remote work to the greatest extent possible;
- Arrange workplace to provide for a minimum of 6 feet of distance between individuals wherever possible;
- Close common areas where personnel are likely to congregate wherever possible, or modify them to minimize contact;
- Provide for virtual/telephonic meetings to take place whenever possible;
- If available, provide employees with face coverings and promote their use in the workplace;
- Train all employees on daily cleaning and disinfecting protocol, hygiene, and respiratory etiquette (e.g. covering coughs);
- As available, supply handwashing, sanitizing, and other hygiene products;
- Prohibit employees with known close contact to a person who has lab-confirmed positive COVID-19 results to return to work until the end of the 14-day self-isolation period;
- Prohibit/Limit non-essential work-related travel. Adhere to CDC guidelines following out-of-state travel;
- Adhere to all State, CDC, and OSHA guidelines.

## Face Coverings for Employees Returning to Work

A “Face Covering or Mask” is a cloth covering made to fit over the nose and mouth of the person. The face covering or mask should: fit snugly but comfortably against the side of the face; be secured with ties or ear loops; include multiple layers of fabric; allow for breathing without restriction; be able to be laundered and machine dried without damage or change to shape.

“General Public” is any person that is not employed with the City of Hobbs organization.

Regarding the wearing of face coverings or masks (general employees):

- **Employees will be required to wear a face covering at all times when located in areas that are deemed “public spaces” or where the general public may have access to the same space.**
  - **Examples:**
    - **City Hall areas that are located outside of the office sections.**
    - **The CORE – the entryway/hallway outside of the Administrative wing.**
    - **The Library – all areas not behind the check-in counters.**
- Employees interacting directly with the general public (“frontline employees”) are required to wear a face covering or mask to protect themselves and other members of the public.
- Employees interacting with the general public from behind a shield or sneeze guard are not required, but are encouraged, to wear a face covering or mask during the interaction.
- General employees are not required, but are encouraged, to wear a face covering or mask when not interacting with the general public.
- If a frontline employee is not comfortable wearing a face covering or mask, the Department Head shall move the employee to a position wherein the employee does not interact directly with the general public. The Department Head shall identify another employee to serve as a frontline employee willing to wear a face covering or mask.
- If no employee is willing to wear a face covering or mask, the Department Head shall be the primary point of contact with the general public and will be required to wear a face covering or mask while interacting directly with the general public.
- The City of Hobbs will honor health related requests for accommodations regarding the wearing of face coverings or masks upon verification of a health care provider’s instructions.

Regarding the wearing of face coverings or masks (public safety employees):

- **Employees will be required to wear a face covering at all times when located in areas that are deemed “public spaces” or where the general public may have access to the same space.**
  - **Examples include – entry areas where the general public can enter and exit.**
- **Elevation in the types of response require a refocus in Personal Protective Equipment (PPE).**
  - **For Example – Due to the high level of close calls within emergent and non-emergent calls over the past two weeks, Fire Department first responders are required to wear masks and PPE when responding to any call.**
- Public safety employees are required to wear a face covering or mask during any direct interaction with the general public to protect themselves and other members of the public.
- Public safety employees interacting with the general public from behind a shield or sneeze guard are not required, but are encouraged, to wear a face covering or mask during the interaction.
- Public safety employees are not required, but are encouraged, to wear a face covering or mask while at the station or in any unit owned by the City of Hobbs.
- Public safety officers should not place the wearing of any face covering or mask as paramount to their own safety or the safe operations of their team.
- The City of Hobbs will honor health related requests for accommodations regarding the wearing of face coverings or masks upon verification of a health care provider’s instructions.

**NOTE: The City of Hobbs will continue the assistances of Administrative Regulation (AR) 20-02 for employees previously approved due to health-related concerns. Any new entrants will be approved on a case-by-case basis.**



**CITY OF HOBBS**  
COMMISSION STAFF SUMMARY FORM

MEETING DATE: April 19<sup>th</sup>, 2021

**SUBJECT: AWARD BID No. 1585-21 LEA COUNTY AIRPORT WATER AND SEWER EXTENSION PROJECT TO FERGUSON CONSTRUCTION**

**DEPT. OF ORIGIN:** Engineering Department  
**DATE SUBMITTED:** 4-13-2021  
**SUBMITTED BY:** Todd Randall, City Engineer

**Summary:**

On March 4, 2021 the City received three (3) bids for the Project No. 1584-21 Lea County Airport Water and Sewer Extension project. The summary of costs and Bid Evaluation Summary are attached.

Ferguson Construction was the low Bid on Lot 1, 2 & 3, which the Bid Lots are described as follows:

- **Bid Lot 1:** 12" Water and Sewer along US 62/180 to the Airport Entrance Roadway
- **Bid Lot 2:** Include all work in Bid Lot 1, plus water only connection on Airport Property
- **Bid Lot 3:** Include all work in Bid Lot 1 & 2, plus a new City Lift Station and sewer connection on Airport Property

The project is within budget and staff recommends the award of Bid Lot 2 to Ferguson Construction. Lea County recently expanded the Terminal on-site, which included a new septic system. City staff is in conversation with Lea County for participation in the extension of the water and sewer, which would enhance the revenue side of this project. In addition, a Utility Service Agreement would be required prior connecting to the City's infrastructure.

**Fiscal Impact:**

Budget Line: 44-04044-44901-00289  
Amount: \$3,400,000 (preliminary FY21 – BAR No. 5 )  
Available: \$3,317,818.59  
Grant: \$750,000 (Legislative Grant)  
Design Fees: \$152,369.66  
Construction: \$1,440,982.00 (plus GRT)

Reviewed By: Toby Spears  
*Finance*

Digitally signed by Toby Spears, CFE, CPA  
DN: cn=Toby Spears, CFE, CPA, o=City of Hobbs, ou=Finance Director,  
email=tspears@hobbsnm.org, c=US  
Date: 2021.04.14 10:20:50 -0600

**Attachments:**

Bid Tabulation, Bid Evaluation Summary, Recommendation of Award

**Legal Review:**

Approved As To Form: Efren A. Cortez  
*City Attorney*

Digitally signed by Efren A. Cortez  
DN: cn=Efren A. Cortez, o=City of Hobbs, ou=City Attorney's Office,  
email=ecortez@hobbsnm.org, c=US  
Date: 2021.04.14 14:36:01 -0600

**Recommendation:**

Consideration to approve Bid No. 1585-21 - Lea County Airport Water And Sewer Extension Project To Ferguson Construction.

Approved For Submittal By:

Digitally signed by TODD RANDALL  
DN: cn=US, E=t.randall@hobbsnm.org,  
O=CITY OF HOBBS, OU=Engineering  
Dept, CN=TODD RANDALL  
Reason: I am the author of this  
document  
Date: 2021.04.14 14:36:01 -0600

TODD RANDALL  
*Department Director*

*[Signature]*  
City Manager

**CITY CLERKS USE ONLY  
COMMISSION ACTION TAKEN**

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

# MOLZENCORBIN

March 25, 2021

Mr. Manny Gomez  
Acting City Manager  
City of Hobbs  
200 E. Broadway  
Hobbs, New Mexico 88240

**RE: City of Hobbs – Lea County Airport Water and Sewer Extension      CES191-20**  
**Recommendation of Award**

Dear Mr. Gomez:

The City of Hobbs received and opened three (3) Bids on March 4, 2021 for the Lea County Airport Water and Sewer Extension project. A summary of the Bids received is provided in the enclosed Bid Tabulation. There were three Bid Lots within the Bid Form which divided the project into separate, stand-alone Lots with the intention of awarding one Bid Lot at most, depending upon available City funds. Below is a summary of the Bid Lot amounts, excluding New Mexico Gross Receipts Tax (NMGRT), and the respective Bidder.

	<b>Ferguson Construction Co.</b>	<b>Entrench Inc.</b>	<b>J&amp;H Services</b>
<b>Bid Lot 1</b>	\$1,292,227.00	\$1,535,850.00	\$1,593,415.00
<b>Bid Lot 2</b>	\$1,440,982.00	\$1,732,750.00	\$1,822,785.00
<b>Bid Lot 3</b>	\$1,975,737.00	\$2,207,550.00	\$2,399,880.00

The Bids were reviewed and evaluated to determine if they were complete and responsive.

A summary of the Bid Evaluation is presented on the enclosed table entitled, "BID EVALUATION SUMMARY". The results of the Bid Evaluation are presented below:

- The apparent responsive low Bidder for all three Bid Lots is Ferguson Construction Company.
- Ferguson Construction Company is a registered Contractor in the State of New Mexico, License No. 1459, with active GF08 and GF09 Classifications. We have verified this information with Contractor Licensing Services, Inc. ([www.public.psiexams.com](http://www.public.psiexams.com)).
- The Surety for the Bid Bond for Ferguson Construction Company is Contractors Bonding and Insurance Company, NAIC #37206. As required, the Surety is listed on Federal Circular 570 and licensed to do business in the State of New Mexico to an underwriter's limit of \$11,829,000.00. We have verified this with the U.S. Department of the Treasury's listing of approved Sureties approved to conduct business in the State of New Mexico ([www.fms.treas.gov/c570](http://www.fms.treas.gov/c570)).

Mr. Manny Gomez  
March 25, 2021  
Page 2

- Ferguson Construction Company and their subcontractors are registered with the New Mexico Department of Workforce Solutions.
- Ferguson Construction Company submitted all required Bid Forms.

We understand that the Owner reserves the right to award or reject any Bid, award certain Bid Lot(s), as well as waive any technical irregularities in the Bids. Should the Village decide to award this project, we recommend it be awarded to Ferguson Construction Company based on the results from the Bid Evaluation and the Bid Tab.

Please let us know when the City has reached a decision on awarding this project. When confirmation is received, we will assist the City in preparing the award documents.

After the Notice of Award is issued, the Contractor will submit the required executed Insurance Certificates, Agreement, and Bonds.

If you have any questions, please feel free to contact me by phone at (505) 485-5433 or e mail at [mjohnson@molzencorbin.com](mailto:mjohnson@molzencorbin.com).

Sincerely,

MOLZEN CORBIN



Micah Johnson, P.E.

Cc: Tim Woomeer, Utilities Director, City of Hobbs  
Cc: Todd Randall, City Engineer, City of Hobbs

MJ:scc  
Enclosures



**Michelle Lujan Grisham**  
Governor

**Howie C. Morales**  
Lt. Governor

**NEW MEXICO  
ENVIRONMENT DEPARTMENT**

**Construction Programs Bureau**  
121 Tijeras Ave NE, Ste. 1000  
Albuquerque, New Mexico 87102-3400  
Phone (505) 222-9500 Fax (505) 222-9510

[www.env.nm.gov/construction-programs](http://www.env.nm.gov/construction-programs)



**James C. Kenney**  
Cabinet Secretary

**Jennifer J. Pruett**  
Deputy Secretary

Toby Spears  
Finance Director  
City of Hobbs  
200 East Broadway  
Hobbs, NM 88240

RE: Concurrence of Award to Ferguson Construction Company for the Lea County Airport Water and Sewer Extension Project (SAP 19-D473-GF, and City and County funds)

Mr. Spears:

The New Mexico Environment Department (NMED) Construction Programs Bureau (CPB) has reviewed the Engineer's recommendation of award and certified bid tabulation for the above referenced project. The contractor with the lowest apparent bid from the March 4, 2021 bid was Ferguson Construction Company.

This letter serves as NMED recommended concurrence with Micha Johnson, PE of Molzen Corbin that Ferguson Construction Company is the apparent responsible low bidder to construct the project. Bid Lot#3 award amount is \$1,975,737.00 + NMGRT for a total of \$2,110,344.08.

NMED CPB requires City of Hobbs to submit the notice of award and the meeting minutes in which the award was made, an executed set of the contract documents, including copies of the performance and payment bonds and the notice to proceed. NMED also requires a copy of the résumé for the resident project representative. Please notify me as soon as possible of the preconstruction conference date, so that I may attend.

Should you have any question or comments, I can be reached at 505-629-7541 (cell) or by e-mail at [sara.rhoton@state.nm.us](mailto:sara.rhoton@state.nm.us).

Sincerely,

Sara L. Rhoton, P.E.  
Project Manager

cc: Todd Randall, PE (Engineering, City of Hobbs, email)  
Jan Fletcher (Clerk, City of Hobbs, email)  
Micha Johnson, PE (Molzen Corbin, email)  
Emily Worthen, PE (NMED Drinking Water Bureau, email)

**BID EVALUATION SUMMARY**

BID DATE: March 4, 2021  
 ENGINEER: Molzen Corbin

OWNER: City of Hobbs  
 PROJECT: Lea County Airport Water and Sewer Extension

	Ferguson Construction Company	Entrench, Inc.	J&H Services, Inc.
Bid Signed?	Yes	Yes	Yes
Bid bond provided?	Yes	Yes	Yes
Addenda No. 1 acknowledged?	Yes	Yes	Yes
Contractor's License No noted in Bid	1459	367244	87957
NM Dept of Workforce Solutions Registration No.	28501546562020	0204392011923	0879920081213
Verification of Contractor's License and Classifications per NM Construction Industries <a href="http://public.psiexams.com">http://public.psiexams.com</a>	GF08, GF09,	GF09, GS08, GA03, GB98, MM01	MS03, GA01, GB98, GF09, GS08, GF04, GF01
Subcontractors listed in Bid	DH Underground, JCH, Bixby Electric	None listed	DH Underground
Are subcontractors registered with the NM Dept of Workforce Solutions?	Yes- DH Underground and Bixby are registered. JCH is not registered, they are a supplier	N/A	Yes
Verification of Bid Bond <a href="http://www.fms.treas.gov/c570/">http://www.fms.treas.gov/c570/</a>	Contractors Bonding and Insurance Company NAIC# 37206 with the underwriting limitation of \$11,829,000.00	The Cincinnati Insurance Company NAIC# 10677 with the underwriting limitation of \$507,186,000.00	Harco National Insurance Company NAIC# 26433 with the underwriting limitation of \$69,808,000.00
Campaign Disclosure Form	Yes	Yes	Yes
Non-Collusion Affidavit	Yes	Yes	Yes
Certification Regarding Debarment	Yes	Yes	Yes
Related Party Disclosure Form	Yes	Yes	Yes
Bidders Qualifications	No	No	Yes
NM Resident Contractor?	Yes	Yes	Yes
NM Veteran's Resident Contractor?	No	No	No
Bid Lot 1	\$1,292,227.00	\$1,535,850.00	\$1,593,415.00
Bid Lot 2	\$1,440,982.00	\$1,732,750.00	\$1,822,785.00
Bid Lot 3	\$1,975,737.00	\$2,207,550.00	\$2,399,880.00
Bid Amounts Correct?	Yes	Yes	Yes

**NOTE: Verification with New Mexico Construction Industries and the New Mexico Department of Workforce Solutions per the Internet.**



BID TABULATION

City of Hobbs  
 CES191-20 Lea County Airport Water and Sewer Extension  
 Bid Date: March 4, 2021 @ 2:00 p.m.

				Engineer Estimate	Ferguson Construction	Entrench Inc	J&H Services				
Item No.	Description	Unit	Est. Qty.	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price
<b>Bid Lot 1 Base: Water and Sewer Line Extension (Eod of Lines to Airport Along US-62)</b>											
1	12" Waterline connection to existing 12" waterline on US-62 (Sheet W-217). Includes thrust block 15' upstream of valve, excavation, shoring, backfill, connection to existing pipe, fittings, detection tape, installation, all appurtenances, and incidental work, complete in place (CIP).	EA	1	\$7,000.00	\$7,000.00	\$6,950.00	\$6,950.00	\$4,350.00	\$4,350.00	\$1,760.00	\$1,760.00
2	12" C900 PVC DR 18 waterline installation, including all material, testing and disinfection, labor, joint restraints, fittings, detection tape, trenching, rock excavation and removal if encountered, shoring if necessary to protect existing utilities, bedding, backfilling, and other site restoration, CIP.	LF	7,360	\$100.00	\$736,000.00	\$56.25	\$414,000.00	\$55.00	\$404,800.00	\$54.00	\$397,440.00
3	Driveway asphalt and concrete removal and replacement, including hauling disposal, CIP.	SY	160	\$200.00	\$32,000.00	\$54.00	\$8,640.00	\$65.00	\$10,400.00	\$69.00	\$11,040.00
4	2" Combination Air Valve Stations. Includes earthwork, manhole structure, piping, fittings, valve, and appurtenances, CIP.	EA	2	\$12,000.00	\$24,000.00	\$10,450.00	\$20,900.00	\$11,500.00	\$23,000.00	\$10,500.00	\$21,000.00
5	Fire hydrant assembly (including hydrant, gate valve with valve box, tee, 6" DI pipe, and restraint devices), CIP.	EA	9	\$8,000.00	\$72,000.00	\$5,750.00	\$51,750.00	\$5,900.00	\$53,100.00	\$7,650.00	\$68,850.00
6	12" Isolation gate valve with valve box, CIP.	EA	6	\$6,000.00	\$36,000.00	\$3,300.00	\$19,800.00	\$4,800.00	\$28,800.00	\$3,550.00	\$21,300.00
7	12" sewer line connection to existing manhole on US-62, including reshaping of inverts and benches, CIP.	EA	1	\$5,000.00	\$5,000.00	\$9,500.00	\$9,500.00	\$3,800.00	\$3,800.00	\$1,500.00	\$1,500.00
8	4' diameter FRP open-bottom manhole installed in concrete, including manhole w/ 30" diameter opening, bench and inverts, concrete, installed pipe stub-outs, connected to sewer line, CIP.	EA	20	\$12,000.00	\$240,000.00	\$6,985.00	\$139,700.00	\$9,800.00	\$196,000.00	\$6,920.00	\$138,400.00
9	12" PVC sewer pipe installation, includes pipe, detection tape, trenching, rock excavation and removal if encountered, shoring if necessary to protect existing utilities, backfill and compaction and other site restoration, CIP.	LF	6,830	\$110.00	\$751,300.00	\$66.50	\$454,195.00	\$90.00	\$614,700.00	\$91.00	\$621,530.00
10	4" C900 PVC DR 18 Sewer Foreman. Includes trenching, rock excavation and removal if encountered, shoring if necessary to protect existing utilities, backfill and compaction, pipe, detection tape, installation, connections to lift station valve vault and receiving manhole, all appurtenance, and incidental work, CIP.	LF	60	\$60.00	\$3,600.00	\$38.20	\$2,292.00	\$40.00	\$2,400.00	\$30.00	\$1,800.00
<b>Subtotal for Bid Lot 1 Base</b>					\$1,906,900.00		\$1,127,727.00		\$1,341,350.00		\$1,284,620.00
<b>Bid Lot 1 Base Other Project Construction Requirements</b>											
11	Mobilization, Insurance, and Bonds (not greater than 5% of sum of BID LOT 1 BASE).	LS	1	\$96,000.00	\$96,000.00	\$20,000.00	\$20,000.00	\$38,500.00	\$38,500.00	\$66,000.00	\$66,000.00
12	Demobilization and Submittal of all Closeout Documents including ArcGIS deliverables (not greater than 2% of sum of BID LOT 1 BASE, but not less than 1% of BID LOT 1 BASE).	LS	1	\$39,000.00	\$39,000.00	\$15,000.00	\$15,000.00	\$16,500.00	\$16,500.00	\$20,500.00	\$20,500.00
13	Temporary Traffic Control.	LS	1	\$30,000.00	\$30,000.00	\$9,000.00	\$9,000.00	\$12,000.00	\$12,000.00	\$34,780.00	\$34,780.00
14	Reclamation Seeding.	LS	1	\$20,000.00	\$20,000.00	\$8,500.00	\$8,500.00	\$15,000.00	\$15,000.00	\$41,650.00	\$41,650.00
15	Construction Staking by NM Registered Surveyor.	LS	1	\$10,000.00	\$10,000.00	\$6,500.00	\$6,500.00	\$6,000.00	\$6,000.00	\$37,700.00	\$37,700.00
16	Prepare and execute Storm Water Pollution Prevention Plan (SWPPP) (Compliance per requirements in Section 01 74 17, including all materials and labor, CIP, for duration of construction period.	LS	1	\$10,000.00	\$10,000.00	\$5,500.00	\$5,500.00	\$6,500.00	\$6,500.00	\$8,165.00	\$8,165.00
17	Pre-Authorized Construction Changes.	ALLOW	1	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
18	Testing Allowance.	ALLOW	1	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
<b>Subtotal for Bid Lot 1 Other Project Construction Requirements</b>					\$395,000.00		\$164,500.00		\$194,500.00		\$308,795.00
<b>Subtotal for Bid Lot 1 Base and Other Project Construction Requirements</b>					\$2,211,900.00		\$1,292,227.00		\$1,535,850.00		\$1,593,415.00
Item No.	Description	Unit	Est. Qty.	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price
<b>Bid Lot 2 Base: Water and Sewer Line Extension (Eod of Lines to Airport Road Entrance and Water Only Connection on Airport Property)</b>											
1	12" Waterline connection to existing 12" waterline on US-62 (Sheet W-217). Includes thrust block 15' upstream of valve, excavation, shoring, backfill, connection to existing pipe, fittings, detection tape, installation, all appurtenances, and incidental work, CIP.	EA	1	\$7,000.00	\$7,000.00	\$6,950.00	\$6,950.00	\$4,350.00	\$4,350.00	\$1,760.00	\$1,760.00
2	12" C900 PVC DR 18 waterline installation, including all material, testing and disinfection, labor, joint restraints, fittings, detection tape, trenching, rock excavation and removal if encountered, shoring if necessary to protect existing utilities, bedding, backfilling, and other site restoration, CIP.	LF	7,360	\$100.00	\$736,000.00	\$56.25	\$414,000.00	\$55.00	\$404,800.00	\$54.00	\$397,440.00
3	Driveway asphalt and concrete removal and replacement, including hauling disposal, CIP.	SY	180	\$200.00	\$36,000.00	\$54.00	\$9,720.00	\$65.00	\$11,700.00	\$69.00	\$12,420.00
4	2" Combination Air Valve Stations. Includes earthwork, manhole structure, piping, fittings, valve, and appurtenances, CIP.	EA	2	\$12,000.00	\$24,000.00	\$10,450.00	\$20,900.00	\$11,500.00	\$23,000.00	\$10,500.00	\$21,000.00
5	Fire hydrant assembly (including hydrant, gate valve with valve box, tee, 6" DI pipe, and restraint devices), CIP.	EA	9	\$8,000.00	\$72,000.00	\$5,750.00	\$51,750.00	\$5,900.00	\$53,100.00	\$7,650.00	\$68,850.00
6	12" Isolation gate valve with valve box, CIP.	EA	7	\$6,000.00	\$42,000.00	\$3,300.00	\$23,100.00	\$4,800.00	\$33,600.00	\$3,550.00	\$24,850.00

City of Hobbs  
 CES191-20 Lea County Airport Water and Sewer Extension  
 Bid Date: March 4, 2021 @ 2:00 p.m.

				Engineer Estimate		Ferguson Construction		Entrench Inc		J&H Services	
Item No.	Description	Unit	Est. Qty.	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price
7	12" sewer line connection to existing manhole on US-62, including reshaping of inverts and benches, CIP	EA	1	\$5,000.00	\$5,000.00	\$9,500.00	\$9,500.00	\$3,800.00	\$3,800.00	\$1,500.00	\$1,500.00
8	4' diameter FRP open-bottom manhole installed in concrete, including manhole w/ 30" diameter opening, bench and inverts, concrete, installed pipe sub-outs, connected to sewer line, CIP.	EA	20	\$12,000.00	\$240,000.00	\$6,985.00	\$139,700.00	\$9,800.00	\$196,000.00	\$6,920.00	\$138,400.00
9	12" PVC sewer pipe installation, includes pipe, detection tape, trenching, rock excavation and removal if encountered, shoring if necessary to protect existing utilities, backfill and compaction and other site restoration, CIP.	LF	6,830	\$110.00	\$751,300.00	\$66.50	\$454,195.00	\$90.00	\$614,700.00	\$91.00	\$621,530.00
10	4" C900 PVC DR 18 Sewer Force-main, includes trenching, rock excavation and removal if encountered, shoring if necessary to protect existing utilities, backfill and compaction, pipe, detection tape, installation, connections to lift station valve vault and receiving manhole, all appurtenances, and incidental work, CIP.	LF	60	\$60.00	\$3,600.00	\$38.20	\$2,292.00	\$40.00	\$2,400.00	\$30.00	\$1,800.00
11	Jack and Bore US-62 Crossing for 12" Waterline (22" casing). Includes materials, steel casing (approx. 115'), ductile iron carrier pipe (approx. 135' pipe joint restraints, spacers, bore pits, all appurtenances, and all incidental work, CIP.	LS	1	\$69,000.00	\$69,000.00	\$75,000.00	\$75,000.00	\$55,500.00	\$55,500.00	\$113,000.00	\$113,000.00
12	12" C900 PVC DR 18 waterline installation, incl. all material, testing and disinfection, labor, joint restraints, fittings, detection tape, 2" x 2" x 6" cast concrete in-ground locating markers every 250 LF, trenching, rock excavation and removal if encountered, shoring if necessary to protect existing utilities, bedding, backfilling, and other site restoration, CIP.	LF	860	\$1,000.00	\$860,000.00	\$56.25	\$48,375.00	\$80.00	\$68,800.00	\$59.00	\$50,740.00
13	Furnish and install new meter and double check backflow preventer valve vault per Sheet W-511, including approximately 4' x 8' x 11.5' deep concrete vault with access cover, double check backflow preventer with gate valves, DIP piping, all piping materials and fittings, valves, trenching, backfill, compaction, import suitable backfill material, pipe pressure testing, disinfection, all associated appurtenances, and all incidental work, CIP. Meter to be furnished by Owner, but installed by Contractor, CIP. Coordinate with Owner for meter furnishment.	EA	1	\$60,000.00	\$60,000.00	\$11,500.00	\$11,500.00	\$45,800.00	\$45,800.00	\$50,500.00	\$50,500.00
14	12" Waterline connection to existing 10" asbestos cement waterline. Includes excavation, backfill, connection to existing pipe with tee, fittings, 10" tapping valve, installation, all appurtenances, and incidental work, CIP.	EA	1	\$10,000.00	\$10,000.00	\$9,500.00	\$9,500.00	\$4,200.00	\$4,200.00	\$10,200.00	\$10,200.00
<b>Subtotal for Bid Lot 2 Base</b>					<b>\$2,915,900.00</b>		<b>\$1,276,482.00</b>		<b>\$1,521,750.00</b>		<b>\$1,513,990.00</b>
<b>Bid Lot 2 Base Other Project Construction Requirements</b>											
15	Mobilization, Insurance, and Bonds (not greater than 5% of sum of BID LOT 2 BASE).	LS	1	\$108,000.00	\$108,000.00	\$20,000.00	\$20,000.00	\$42,500.00	\$42,500.00	\$66,000.00	\$66,000.00
16	Demobilization and Submittal of all Closeout Documents including ArcGIS deliverables (not greater than 2% of sum of BID LOT 2 BASE, but not less than 1% of BID LOT 2 BASE).	LS	1	\$43,000.00	\$43,000.00	\$15,000.00	\$15,000.00	\$20,000.00	\$20,000.00	\$20,500.00	\$20,500.00
17	Temporary Traffic Control.	LS	1	\$30,000.00	\$30,000.00	\$9,000.00	\$9,000.00	\$15,500.00	\$15,500.00	\$34,780.00	\$34,780.00
18	Reclamation Seeding.	LS	1	\$25,000.00	\$25,000.00	\$8,500.00	\$8,500.00	\$18,000.00	\$18,000.00	\$41,650.00	\$41,650.00
19	Construction Staking by NM Registered Surveyor.	LS	1	\$15,000.00	\$15,000.00	\$6,500.00	\$6,500.00	\$7,500.00	\$7,500.00	\$37,700.00	\$37,700.00
20	Prepare and execute Storm Water Pollution Prevention Plan (SWPPP) Compliance per requirements in Section 01 74 17, including all materials and labor, CIP, for duration of construction period.	LS	1	\$12,000.00	\$12,000.00	\$5,500.00	\$5,500.00	\$7,500.00	\$7,500.00	\$8,165.00	\$8,165.00
21	Pre-Authorized Construction Changes.	ALLOW	1	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
22	Testier Allowance.	ALLOW	1	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
<b>Subtotal for Bid Lot 2 Other Project Construction Requirements</b>					<b>\$333,000.00</b>		<b>\$164,500.00</b>		<b>\$211,000.00</b>		<b>\$308,795.00</b>
<b>Total for Bid Lot 2 Base and Other Project Construction Requirements</b>					<b>\$3,248,900.00</b>		<b>\$1,440,982.00</b>		<b>\$1,732,750.00</b>		<b>\$1,822,785.00</b>
<b>Bid Lot 3 Base: Water and Sewer Line Extension (End of Lines to Connections on Airport Property and Lift Station)</b>											
1	12" Waterline connection to existing 12" waterline on US-62 (Sheet W-217). Includes thrust block 15' upstream of valve, excavation, shoring, backfill, connection to existing pipe, fittings, detection tape, installation, all appurtenances, and incidental work, CIP.	EA	1	\$7,000.00	\$7,000.00	\$6,950.00	\$6,950.00	\$4,350.00	\$4,350.00	\$1,760.00	\$1,760.00
2	13" C900 PVC DR 18 waterline installation, including all material, testing and disinfection, labor, joint restraints, fittings, detection tape, trenching, rock excavation and removal if encountered, shoring if necessary to protect existing utilities, bedding, backfilling, and other site restoration, CIP.	LF	7,360	\$100.00	\$736,000.00	\$56.25	\$414,000.00	\$55.00	\$404,800.00	\$54.00	\$397,440.00
3	Driveway asphalt and concrete removal and replacement, including hauling disposal, CIP.	SY	180	\$200.00	\$36,000.00	\$54.00	\$9,720.00	\$65.00	\$11,700.00	\$69.00	\$12,420.00
4	2" Combination Air Valve Stations. Includes earthwork, manhole structure, pipe, fittings, valve, and appurtenances, CIP.	EA	2	\$12,000.00	\$24,000.00	\$10,450.00	\$20,900.00	\$11,500.00	\$23,000.00	\$10,500.00	\$21,000.00

City of Hobbs  
 CES191-20 Lea County Airport Water and Sewer Extension  
 Bid Date: March 4, 2021 @ 2:00 p.m.

Item No.	Description	Unit	Est. Qty.	Engineer Estimate		Ferguson Construction		Entrench Inc		J&H Services	
				Bid Unit Price	Bid Price	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price
5	Fire hydrant assembly (including hydrant, gate valve with valve box, tee, 6" DI pipe, and restraint devices), CIP.	EA	9	\$8,000.00	\$72,000.00	\$5,750.00	\$51,750.00	\$5,900.00	\$53,100.00	\$7,650.00	\$68,850.00
6	12" isolation gate valve with valve box, CIP.	EA	7	\$6,000.00	\$42,000.00	\$3,300.00	\$23,100.00	\$4,800.00	\$33,600.00	\$3,550.00	\$24,850.00
7	12" sewer line connection to existing manhole on US-62, including restriping of inverts and benches, CIP	EA	1	\$5,000.00	\$5,000.00	\$9,500.00	\$9,500.00	\$3,800.00	\$3,800.00	\$1,500.00	\$1,500.00
8	4" diameter FRP open-bottom manhole installed in concrete, including manhole w/ 30" diameter opening, bench and inverts, concrete, installed pipe stub-outs, connected to sewer line, CIP.	EA	25	\$12,000.00	\$300,000.00	\$6,985.00	\$174,625.00	\$9,800.00	\$245,000.00	\$6,920.00	\$173,000.00
9	12" PVC sewer pipe installation, includes pipe, detection tape, trenching, rock excavation and removal if encountered, shoring if necessary to protect existing utilities, backfill & compaction and other site restoration, CIP.	LF	6,830	\$110.00	\$751,300.00	\$66.50	\$454,195.00	\$90.00	\$614,700.00	\$91.00	\$621,530.00
10	4" C900 PVC DR 18 Sewer Foreman. Includes trenching, rock excavation and removal if encountered, shoring if necessary to protect existing utilities, backfill and compaction, pipe, detection tape, installation, connections to lift station valve vault and receiving manhole, all appurtenances, and incidental work, CIP.	LF	60	\$60.00	\$3,600.00	\$38.20	\$2,292.00	\$40.00	\$2,400.00	\$30.00	\$1,800.00
11	Jack and Bore US-62 Crossing for 12" Waterline (22" casing). Includes materials, steel casing (approx. 115'), ductile iron carrier pipe (approx. 135'), pipe joint restraints, spacers, bore pits, all appurtenances, and all incidental work, CIP.	LS	1	\$69,000.00	\$69,000.00	\$75,500.00	\$75,500.00	\$55,500.00	\$55,500.00	\$113,000.00	\$113,000.00
12	12" C900 PVC DR 18 waterline installation, incl. all material, testing and disinfection, labor, joint restraints, fittings, detection tape, 2' x 2' x 6" cast concrete in-ground locating markers every 250 LF, trenching, rock excavation and removal if encountered, shoring if necessary to protect existing utilities, bedding, backfilling, and other site restoration, CIP.	LF	360	\$100.00	\$36,000.00	\$56.25	\$48,375.00	\$80.00	\$68,800.00	\$59.00	\$50,740.00
13	Furnish and install new meter and double check backflow preventer valve vault per Sheet W-511, including approximately 4' x 8' x 11.5' deep concrete vault with access cover, double check backflow preventer with gate valves, DIP piping, all piping materials and fittings, valves, trenching, backfill, compaction, import suitable backfill material, pipe pressure testing, disinfection, all associated appurtenances, and all incidental work, CIP. Meter to be furnished by Owner, but installed by Contractor, CIP. Coordinate with Owner for meter furnishment.	EA	1	\$60,000.00	\$60,000.00	\$11,500.00	\$11,500.00	\$45,800.00	\$45,800.00	\$50,500.00	\$50,500.00
14	12" Waterline connection to existing 10" asbestos cement waterline. Includes excavation, backfill, connection to existing pipe with tee, fittings, 10" tapping valve, installation, all appurtenances, and incidental work, CIP.	EA	1	\$10,000.00	\$10,000.00	\$9,500.00	\$9,500.00	\$4,200.00	\$4,200.00	\$10,200.00	\$10,200.00
15	Jack and Bore US-62 Crossing for 8" sewer line (16" casing). Includes steel casing (approx. 115'), spacers, bore pits, all appurtenances, and all incidental work, CIP. 8" DR 11 HDPE carrier pipe to be provided by Lea County, but installed by Contractor, CIP.	LS	1	\$69,000.00	\$69,000.00	\$63,000.00	\$63,000.00	\$55,000.00	\$55,000.00	\$95,600.00	\$95,600.00
16	8" HDPE sewer pipe installation only, includes detection tape, trenching, rock excavation and removal if encountered, shoring if necessary to protect existing utilities, backfill & compaction, and other site restoration, CIP (8" DR 11 HDPE pipe to be provided by Lea County).	LF	1,240	\$80.00	\$99,200.00	\$48.25	\$59,830.00	\$45.00	\$55,800.00	\$28.25	\$35,030.00
17	Connection of new 8" HDPE sewer line to existing 8" PVC sewer line at airport septic tank inlet; includes removal of 8" PVC elbow and replacement with connection. Refer to Sheet W-201. Includes sewer encasement over existing waterline, CIP.	EA	1	\$8,000.00	\$8,000.00	\$6,500.00	\$6,500.00	\$2,800.00	\$2,800.00	\$1,240.00	\$1,240.00
18	Demolition of existing septic tank. Includes pumping, removing, and disposing of properly the 2,500 gallon concrete septic tank per 20.7.3.307 NMAC requirements.	EA	1	\$3,500.00	\$3,500.00	\$8,000.00	\$8,000.00	\$3,500.00	\$3,500.00	\$14,900.00	\$14,900.00
19	6" diameter, 24.5' deep FRP Package Sewage Lift Station. Including earthwork, hole excavation, rock removal, 6" min. gravel backfill, 12" of gravel bedding, dewatering, shoring, structures, pumps rated for 140 gallons per minute at 21.5' TDH, bollards, 12' x 12' x 6" thick concrete pad, piping, fittings, valves, coating systems, all associated appurtenances, and all incidental work, CIP including shakedown and startup.	LS	1	\$325,000.00	\$325,000.00	\$194,000.00	\$194,000.00	\$171,500.00	\$171,500.00	\$221,000.00	\$221,000.00
20	Lift Station Grading Work as shown on Sheet C-101, including clearing and grubbing, site grading of 2' with approximately 50 CY of crushed gravel and approximately 150 CY of 3/4" caliche material (available from trenching portion of project), earthwork, all other site work, all associated appurtenances and incidental work, CIP.	LS	1	\$50,000.00	\$50,000.00	\$21,000.00	\$21,000.00	\$5,500.00	\$5,500.00	\$17,225.00	\$17,225.00
21	Electrical site work for Lift Station.	LS	1	\$10,000.00	\$10,000.00	\$47,000.00	\$47,000.00	\$9,500.00	\$9,500.00	\$57,500.00	\$57,500.00
<b>Subtotal for Bid Lot 3 Base</b>					<b>\$2,766,600.00</b>		<b>\$1,711,237.00</b>		<b>\$1,874,350.00</b>		<b>\$1,991,085.00</b>
<b>Bid Lot 3 Base Other Project Construction Requirements</b>											



**CITY OF HOBBS**  
COMMISSION STAFF SUMMARY FORM

MEETING DATE: April 19<sup>th</sup>, 2021

**SUBJECT: CES CONTRACT WITH LEE ENGINEERING FOR THE PROFESSIONAL ENGINEERING OF HOBBS FIBER DESIGN**

**DEPT. OF ORIGIN:** Traffic Division / Engineering Department  
**DATE SUBMITTED:** 4-13-2021  
**SUBMITTED BY:** Todd Randall, City Engineer / Les Velasquez, Traffic Supervisor

**Summary:**

Lee Engineering provided the City of Hobbs a Feasibility Study for the Citywide Fiber Network project. The City has requested a proposal to create final design plans to install a fiber optic communications system.

**SCOPE:** Lee Engineering will include the design of fiber optic communications in two phases (see attached phasing lists) using a combination of new conduit installations and existing conduit installations. Included in this cost proposal is utilities investigation (via as-builts, ortho-imagery and one call utility location data), preliminary design plans, final design plans, permits/project coordination, and construction support (RFI's and submittal reviews).

The State has granted Legislative Capital Outlay for this project and will be reflected in the budget for fiscal year 2022. (\$828,000)

**Fiscal Impact:**

Reviewed By: \_\_\_\_\_  
Finance

Budget Line: 01-0412-44901-00260  
Budgeted: \$1,200,000.00  
Grant Funding: \$828,000 Legislative Grant (FY2022)  
Design fees: \$126,590.50 without GRT

**Attachments:**

CES proposal and Feasibility Study

Efren A. \_\_\_\_\_  
Digitally signed by Efren A. Cortez  
DN: cn=Efren A. Cortez, o=City of  
Hobbs, ou=CITY ATTORNEY'S OFFICE,  
email=ecortez@hobbsnm.org, c=US  
Date: 2021.04.14 14:28:48 -06'00'  
City Attorney

**Legal Review:**

Approved As To Form: Cortez

**Recommendation:**

Consideration and approval of CES Contract with Lee Engineering (CES No. 19-01N-C2012-ALL)

Approved For Submittal By:

TODD RANDALL  
Digitally signed by TODD RANDALL  
DN: cn=US, E=t.randall@hobbsnm.org,  
o=CITY OF HOBBS, ou=Engineering Dept,  
DN=TODD RANDALL  
Reason: I am the author of this document  
Contact Info: 575-397-9237  
Date: 2021.04.14 11:43:25-06'00'

Department Director

City Manager

**CITY CLERKS USE ONLY  
COMMISSION ACTION TAKEN**

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



ARIZONA  
TEXAS  
NEW MEXICO  
OKLAHOMA

March 1, 2021

Les Velasquez  
City of Hobbs Traffic Division  
200 E. Broadway  
Hobbs, NM 88240

Re: Hobbs Fiber Design Phase 1 & 2

Mr. Velasquez,

Per your request, please find our cost proposal to create design plans to install a fiber optic communications system enclosed in this letter. Scope of work includes the design of fiber optic communications in two phases (see attached phasing lists) using a combination of new conduit installations and existing conduit installations. Included in this cost proposal is utilities investigation (via as-builts, orthoimagery and one-call utility location data), preliminary design plans, final design plans, permits/project coordination, and construction support (RFI's and submittal reviews).

Design plans will be designed based on available data sources such as orthoimagery, GIS data and current as-built plans. Permits and project coordination includes NMDOT utility permits for installations along state highways and rail permits/coordination for installations crossing railroad tracks. Prior to design, site visits will be performed with City of Hobbs staff following a project kickoff meeting.

It is noted that the following is not included in this cost: SUE, survey, environmental assessment or environmental site visits, cultural resources investigations, permit fees, federal process submittals and reviews. Lee Engineering, at the City's direction, will directly expense permit fees. Permits anticipated in the area are NMDOT Utility and Rail Bureaus.

It is understood that design plans are being created for construction funded by local money and/or grant money and does not include funding managed by NMDOT or FHWA.

Lee Engineering will use Pettigrew & Associates to complete Subsurface Utility Engineering QL-C, to record surface utilities and 811 locates.

The project will be completed following a schedule agreed upon during kickoff meeting.

The costs shown in the attached figures does not include NM Gross Receipt Tax (NMGRT). If NMGRT is found applicable to the work under this proposal, the NMGRT will be invoiced, in addition to the lump sum fees above, at the appropriate rate (currently 7.875%).

If you have any questions, please contact me at (505) 338-0988. Thank you for the opportunity to conduct this Study on your behalf and look forward to working with you on this Project. We can begin work on this Project upon receipt of this signed letter.

Sincerely,

Accepted



\_\_\_\_\_  
Paul Barricklow, PE, PTOE  
Principal

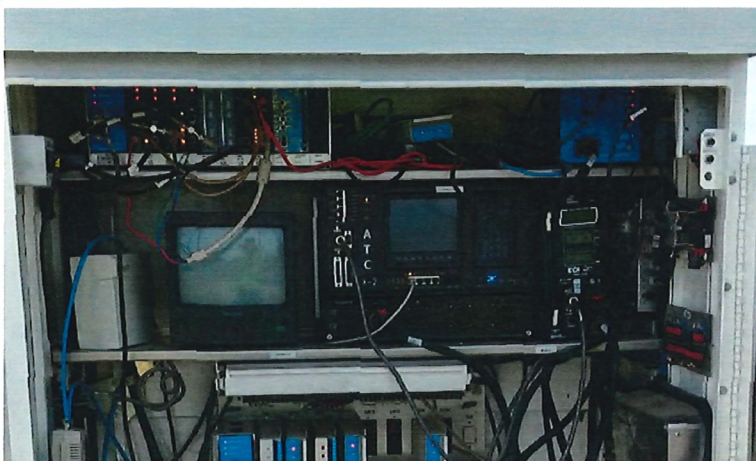
\_\_\_\_\_  
Les Velasquez/Todd Randall      Date  
City of Hobbs

Quote valid for 30 days.  
Lee Engineering, LLC 19-01N-C2012-ALL  
Rates per CES – 2019 (1.25% Admin) dated 12/13/2018

**City of Hobbs**  
**Fiber Design Phase 1 & 2**  
**CES Rates**

Lee Engineering						
Task	Principal Paul Barricklow, P.E., PTOE	Project Engineer Jonathon Kruse	CAD Designer/EIT	Total Hours For Task	Total Cost For Task	
<b>BASIC SERVICES</b>						
<b>1 Base File Development</b>						
a. Base File Set-Up		20	60	80	\$10,772.00	
b. Design Sheets Set Up		12	40	52	\$6,920.20	
c. General Note Sheets		2	4	6	\$848.70	
Task Total	0	34	104	138	<b>\$18,540.90</b>	
<b>2 Fiber Design</b>						
a. Preliminary Design		40	120	160	\$21,544.00	
b. Preliminary Submittal	4	8	8	20	\$3,590.60	
c. Final Design		40	60	100	\$14,689.00	
d. Final/Production Submittal	4	8	8	20	\$3,590.60	
Task Total	8	96	196	300	<b>\$43,414.20</b>	
<b>3 Field Reviews</b>						
c. Field Review + Travel Time		18		18	\$3,525.30	
Task Total	0	18	0	18	<b>\$3,525.30</b>	
<b>4 Permits</b>						
a. NMDOT Utility Permits	5	20	40	65	\$9,874.25	
b. Railroad Permits	5	20	40	65	\$9,874.25	
Task Total	10	40	80	130	<b>\$19,748.50</b>	
<b>4 Meetings and Coordination</b>						
a. Kickoff Meeting	4	4	4	12	\$2,350.20	
b. General Coordination	20	40		60	\$13,383.00	
Task Total	24	44	4	72	<b>\$15,733.20</b>	
Person Hours	42	232	384	658		
Standard Hourly Rate	\$ 277.45	\$ 195.85	\$ 114.25			
Labor Cost	\$ 11,652.90	\$ 45,437.20	\$ 43,872.00		<b>\$100,962.10</b>	
					Survey: Pettigrew & Associates	
					\$25,000.00	
					Mileage (640 round trip @ \$0.56 per mile)	
					\$358.40	
					Lodging & Per Deim (2 nights @ 135 per night)	
					\$270.00	
<b>Grand Total</b>					<b>\$126,590.50</b>	

**CES ADMIN FEE (1.25%): \$1,562.85**



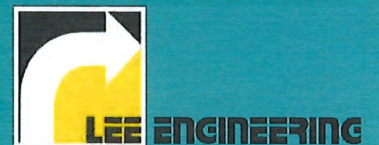
City of Hobbs

Traffic Operations Communications Plan



August 2018

Submitted by





# City of Hobbs Traffic Operations Communications Plan

August 2018

Prepared for



Prepared by





## Contents

Figures .....	ii
Tables .....	ii
Introduction .....	1
Communications Equipment Principals .....	1
Current City of Hobbs Communications Network .....	3
Communication Methods .....	3
General Connectivity Layout .....	4
Traffic Signals .....	6
Inventory .....	6
Equipment .....	6
Traffic Signal Communications Connectivity & Inventory Summary .....	7
Stakeholders in the Current Network .....	9
City of Hobbs Police Department .....	9
City of Hobbs IT Department .....	9
City of Hobbs Parks and Recreation Department .....	9
Network Plan .....	9
General Network Considerations & Configuration .....	9
Buffer Tube Designations .....	10
VLAN's & IP Addresses .....	11
VLAN's .....	11
IP Addresses .....	11
Fiber Cable Layout by Corridor .....	12
Network Head & Node Cabinet .....	15
Turner St/Lovington Hwy .....	15
Grimes St .....	16
Bender/Del Paso St .....	18
Broadway St .....	19
Joe Harvey Blvd .....	19
Planning Level Cost Estimates .....	20
Possible Funding Sources .....	20
Fiber Specs .....	20
Patch Panels (Building, Node, and Signal) .....	21
Switch Equipment .....	21
Network Sharing Memorandums of Understanding .....	22
Summary .....	22



## Figures

Figure 1: Standard Fiber Colors.....	1
Figure 2: Fiber Cable Illustration (Source: Corning.com) .....	2
Figure 3: Fiber Optic Network Switch .....	3
Figure 4: Current Communications Network.....	5
Figure 5: Typical Hobbs Traffic Signal Cabinet. (Located at Turner & Grimes) .....	7
Figure 6: Hobbs Fiber Network Layout .....	13
Figure 7: City Hall Connections .....	14
Figure 8: Duplex SC Fiber Connector (Source: computercablestore.com) .....	21
Figure 9: 96-strand SC Patch Panel (Source: CABQ) .....	21

## Tables

Table 1: Traffic Signal Connectivity and Inventory Summary .....	8
Table 2: Buffer Tube Assignments .....	10
Table 3: Lovington Hwy/Turner Corridor Traffic Signal Connection Details .....	16
Table 4: Grimes Corridor Traffic Signal Connection Details.....	17
Table 5: Bender/Dal Paso Corridor Traffic Signal Connection Details .....	18
Table 6: Broadway Corridor Traffic Signal Connection Details .....	19
Table 7: Joe Harvey Corridor Traffic Signal Connection Details.....	19
Table 8: Planning Level Construction Cost Estimates & Priority.....	20
Table 9: Summary Planning Level Construction Cost Estimates & Priority .....	23

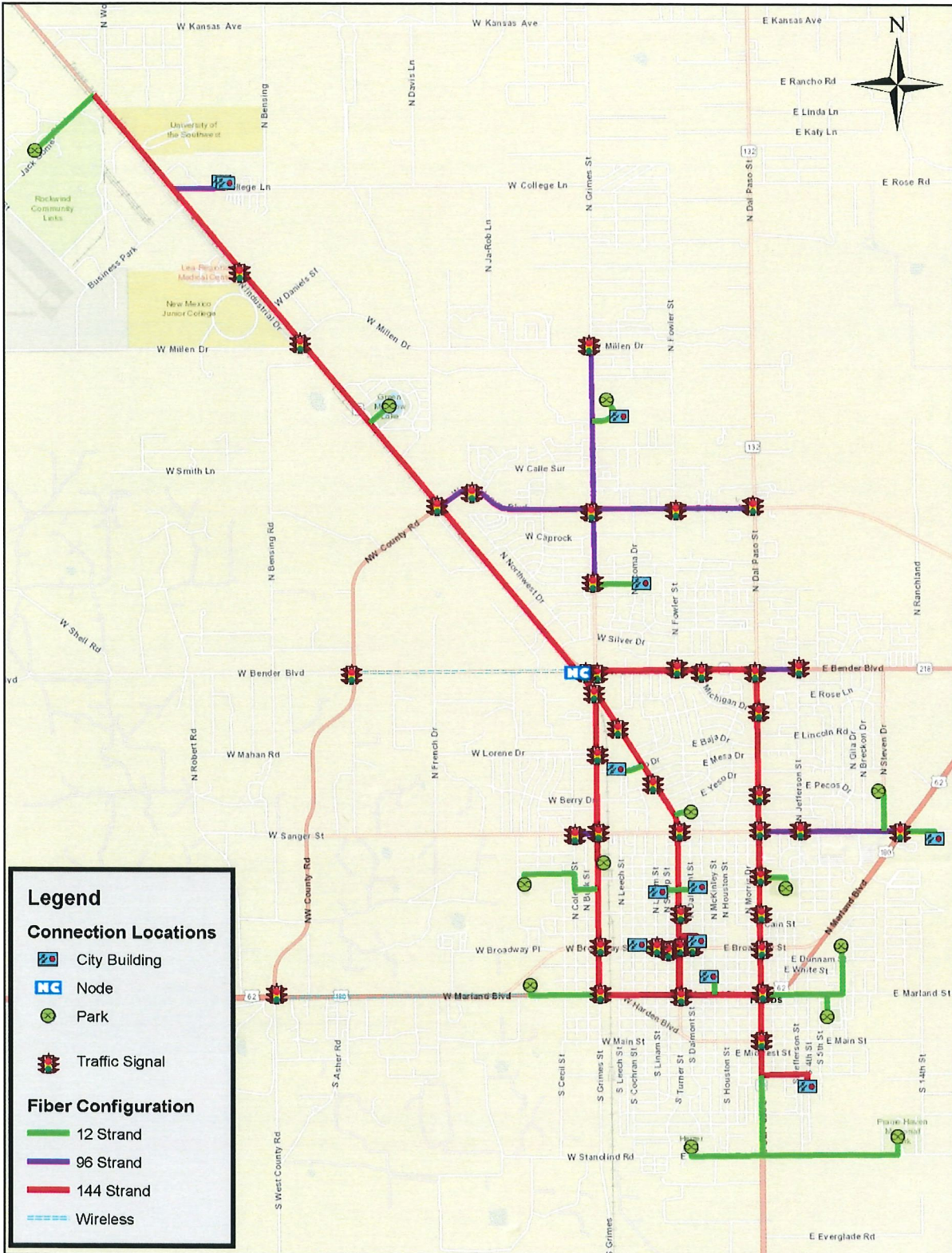


Figure 6: Hobbs Fiber Network Layout



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: April 19, 2021

SUBJECT: Resolution Authorizing the Selection of a City Manager.
DEPT. OF ORIGIN: Human Resources
DATE SUBMITTED: April 13, 2021
SUBMITTED BY: Nicholas Goulet, HR Director

Summary: On February 24, 2021 the City of Hobbs opened the recruitment process for the vacant position of City Manager. The job posting subsequently closed on March 2, 2021. A total of five (5) applications were received by the recruitment deadline. Of those five (5) received, only one (1) met minimum requirements as set forth in the job posting. Of the candidates that did not meet minimum requirements, most lacked the requisite tenure of governmental experience. Manny Gomez was the only applicant that met all minimum qualifications and thereby proceeded in the process.

Due to continued COVID-19 restrictions and limitations on gatherings, Mr. Gomez was interviewed for the City Manager position through an electronic video system named "Spark Hire." This video system was utilized to record Mr. Gomez's responses to interview questions. After completion, a link to the completed video interview was then sent to the Mayor and Commissioners separately. The Commissioners separately, were given instructions to watch all recorded questions and then rate Mr. Gomez upon completion. A five (5) point rating system was used with five (5) points being the highest possible score and one (1) point being the lowest possible score. Prior to and during the scoring process, the Commissioners were not privy to the scores of any other Commissioner.

Based on all combined scores, Mr. Gomez received an average of 4.8 points out of an overall possible of 5 points. Mr. Gomez's overall aggregate score through this process warrants the Commission's consideration of selecting him to fill the vacant City Manager position.

RECOMMENDATION: It is Staff's recommendation that pursuant to Section 4-7(E) of the City of Hobbs Charter, as well as NMSA 1978, § 3-14-12(B), Manny Gomez be appointed to the position of City Manager for the City of Hobbs and thereby be held responsible for the proper and efficient administration of the municipal government. In addition, staff requests to move forward with contract negotiations with Mr. Gomez to finalize his hire as City Manager for the City of Hobbs.

Fiscal Impact:

Reviewed By: [Signature]
Finance Department

This position is currently budgeted in the FY21' budget.

Attachments:

Legal Review:

Approved As To Form: [Signature]
City Attorney

Approved For Submittal By:

[Signature]
Department Director
[Signature]
City Manager
[Signature]
Mayor

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. 7043

A RESOLUTION AUTHORIZING THE SELECTION OF A CITY MANAGER

WHEREAS, The City of Hobbs opened the application process for the vacant City Manager position on February 24, 2021, including posting the vacant position and job description with regional and national recruitment services; and

WHEREAS, the application process subsequently closed on March 2, 2021; and

WHEREAS, a total of five (5) applications were received and reviewed by the Human Resources Department. Of those five applications, only one (1) application met the minimum requirements as listed and set forth in the job posting and job description. The application that met the required minimum qualifications belonged to applicant Manny Gomez; and

WHEREAS, upon closing of the application process, a selection process began wherein each individual Commissioner scored the remaining applicant (Manny Gomez) through a video interview platform maintained by the City of Hobbs Human Resources Department. During the selection process, individual Commissioners were not privy to the scores of any other Commissioner; and

WHEREAS, applicant Manny Gomez received an overall aggregate score through this process that warrants the Commission's consideration of selecting him to fill the vacant City Manager position; and

NOW, THEREFORE, BE IT RESOLVED, that pursuant to Section 4-7(E) of the City of Hobbs Charter, as well as NMSA 1978, § 3-14-12(B), Manny Gomez be appointed to the position of City Manager for the City of Hobbs and hereby be held responsible for the proper and efficient administration of the municipal government.

BE IT FURTHER RESOLVED, that the City Attorney, in conjunction with the Human Resources Department, is directed to begin contractual negotiations with Manny Gomez.

BE IT FURTHER RESOLVED, that the appointment of Manny Gomez to the position of City Manager, as contemplated herein, will become effective upon the approval and ratification of an employment contract for his services by this Commission.

PASSED, ADOPTED AND APPROVED this 19th day of April, 2021.

\_\_\_\_\_  
SAM D. COBB, Mayor

ATTEST:

\_\_\_\_\_  
JAN FLETCHER, City Clerk