

Commission Meeting Agenda



Mayor

Samuel D. Cobb

City Commission

Marshall R. Newman

Jonathan Sena

Crystal G. Mullins

Joseph D. Calderón

Garry A. Buie

John W. Boyd

City Manager

J. J. Murphy

August 17, 2015



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

Monday, August 17, 2015 - 6:00 p.m.

Sam D. Cobb, Mayor

Marshall R. Newman
Commissioner - District 1

Jonathan Sena
Commissioner - District 2

Crystal Mullins
Commissioner - District 3

Joseph D. Calderón
Commissioner - District 4

Garry A. Buie
Commissioner - District 5

John W. Boyd
Commissioner - District 6

A G E N D A

CALL TO ORDER AND ROLL CALL

INVOCATION AND PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

1. Minutes of the August 3, 2015, Regular Commission Meeting
2. Minutes of the August 3, 2015, Commission Work Session

PROCLAMATIONS AND AWARDS OF MERIT

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

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

3. Resolution No. 6333 - Approving the Submission of the FY 2016 New Mexico State Fire Marshal Fire Protection Grant for Financial Assistance to Purchase 92 SCBA Air Bottles, 5 SCBA Air Packs and 35 Kevlar Head Nets *(Deputy Fire Chief Barry Young)*
4. Resolution No. 6334 - Authorizing a Special Variance to the City's Noise Ordinance During Fiesta de Septiembre on September 19, 2015, at the Shipp Street Venue from 4:00 p.m. to 11:00 p.m. *(Jan Fletcher)*
5. Resolution No. 6335- Approving a 20% Matching Requirement and Verification of Loan Repayment for Water Trust Board Project 339; Water Conservation; Phase II Effluent Reuse Project *(Tim Woomer)*

DISCUSSION

6. Report from the City Manager on the City-Wide Community Cleanup Held on August 8, 2015 *(J. J. Murphy)*
7. Discussion and Selection of Priorities for the Top Five Projects to be Included in the FY 2017 - 2021 Infrastructure Capital Improvements Plan (ICIP) *(Kevin Robinson)*
8. Update on Traffic Calming *(Shelia Baker)*

ACTION ITEMS (Ordinances, Resolutions, Public Hearings)

9. **FINAL ADOPTION:** Ordinance No. 1090 - Consenting to the Miller Annexation for Property Located Northeast of the Intersection of Apodaca and Grimes Street as Recommended by the Planning Board *(Kevin Robinson)*
10. Resolution No. 6336 - Approving and Adopting the Low Income Housing Tax Credits (LIHTC) Local Contribution Policy for FY 2016 *(J. J. Murphy)*
11. Resolution No. 6337 - Approving and Adopting the Market Rate Multi-Family and Single Family Unit Production Municipal Infrastructure Reimbursement Incentive Program for FY 2016 *(J. J. Murphy)*
12. Consideration of Approval of a Memorandum of Understanding Between the City of Hobbs and the New Mexico Junior College (NMJC) for Use, Access and Participation of NMJC's Men's Golf Team at Rockwind Community Links *(J. J. Murphy)*

COMMENTS BY CITY COMMISSIONERS, CITY MANAGER

12. Next Meeting Date:

- ▶ Regular Meeting - ****Tuesday, September 8, 2015*** at 6:00 p.m.
(*moved to Tuesday because of the Labor Day Holiday)

ADJOURNMENT

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



CITY OF HOBBS

COMMISSION STAFF SUMMARY FORM

MEETING DATE: August 17, 2015

SUBJECT: City Commission Meeting Minutes

DEPT. OF ORIGIN: City Clerk's Office
DATE SUBMITTED: August 13, 2015
SUBMITTED BY: Jan Fletcher, City Clerk

Summary:

The following minutes are submitted for approval:

- ▶ Regular Meeting of August 3, 2015
- ▶ Work Session of August 3, 2015

Fiscal Impact:

Reviewed By: _____
Finance Department

N/A

Attachments:

Minutes as referenced under "Summary".

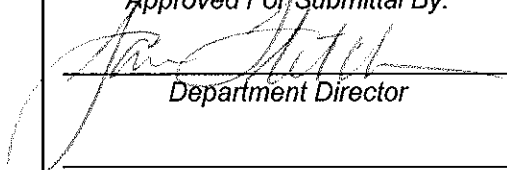
Legal Review:

Approved As To Form: _____
City Attorney

Recommendation:

Motion to approve the minutes as presented.

Approved For Submittal By:



Department Director

City Manager

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

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

Minutes of the regular meeting of the Hobbs City Commission held on Monday, August 3, 2015, in the City Commission Chamber, 200 East Broadway, 1st Floor Annex, Hobbs, New Mexico.

Call to Order and Roll Call

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

Mayor Sam D. Cobb
Commissioner Marshall R. Newman
Commissioner Jonathan Sena
Commissioner Crystal Mullins *(via telephone)*
Commissioner Joseph D. Calderón
Commissioner Garry A. Buie
Commissioner John W. Boyd

Also present:

J. J. Murphy, City Manager
Mike Stone, City Attorney
Efren Cortez, Assistant City Attorney
Chris McCall, Police Chief
Barry Young, Deputy Fire Chief
Raymond Bonilla, Acting Community Services Director
Freddie Salgado, Community Engagement Representative
Ron Roberts, Information Technology Director
Todd Randall, City Engineer
Kevin Robinson, Development Coordinator
Tim Woomer, Utilities Director
Doug McDaniel, Parks and Recreation Director
Michal Hughes, Parks and Recreation Superintendent
Matt Hughes, Golf Superintendent
Britt Lusk, Teen Center Supervisor
Tanya Sanchez, Accounting Operations Supervisor
Nikki Sweet, Human Resources Director
Nicholas Goulet, Benefits and Safety Coordinator
Lindsay Chism, Director of Communications
Sandy Farrell, Library Director
Ann Betzen, Executive Assistant/Risk Manager
Mollie Maldonado, Deputy City Clerk
Jan Fletcher, City Clerk
32 citizens

Invocation and Pledge of Allegiance

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

Approval of Minutes

Commissioner Boyd moved that the minutes of the regular meeting held on July 20, 2015, be approved as presented. Commissioner Calderón seconded the motion and the vote was recorded as follows: Newman yes, Sena yes, Mullins yes, Calderón yes, Buie yes, Boyd yes, Cobb yes. The motion carried.

Proclamations and Awards of Merit

There were no proclamations or awards of merit presented.

Public Comments

Mr. Robert Lujan, a Vietnam Veteran, stated he met with Mr. J. J. Murphy, City Manager, regarding building a memorial monument for Veterans on the East side of Hobbs. He stated the placing of a monument in Hobbs is a good idea for Veterans and the community.

Mr. Murphy stated space has been carved out of the Taylor Ranch area for the placement of a monument honoring Veterans.

Ms. Casey Evans and Ms. Stephanie Johnson addressed the Commission regarding a dog being kept in an unsuitable box that is too hot. They stated Code Enforcement is not enforcing the City Code regarding dog abuse.

Mr. Murphy stated Code Enforcement Officers have visited the home on five different occasions regarding potential animal abuse. He stated the temperature in the dog house was checked at 91 degrees by the Code Enforcement Officer and it was determined that the dog was safe and being properly cared for by its owners.

Mayor Cobb stated the owners of the dogs are not violating the Animal Ordinance but he does understand Ms. Evans' and Ms. Johnson's concerns and compassion for the safety of animals.

In response to Ms. Evans' and Ms. Johnson's inquiry, Mr. Mike Stone, City Attorney, stated six years ago the City revamped the entire Animal Ordinance which took

months to complete. He stated the request by Ms. Evans and Ms. Johnson to take the dog away from its current owner is not legally appropriate.

Mayor Cobb stated he will meet with Ms. Evans and Ms. Johnson regarding the Animal Ordinance, if they desire.

Ms. Pat Huntley, owner of Crazy Dog Lady of New Mexico, stated she has also visited with the dog owners. She stated the structure in question is a homemade dog kennel secured with fencing and one whole side is open to air allowing for ventilation and a cross-breeze through the building. Ms. Huntley stated there are no signs of abuse and the dog owners are doing the best they can to take care of their pet. She added that citizens driving by the home to stop and observe the dog is a form of stalking and the owners would like to be left alone.

In reply to Ms. Jeanie Coates' question, Mr. Stone stated that Item No. 2, Resolution No. 6327 - Authorizing the Purchase of Two 12-Passenger Shuttle Buses for the Hobbs Senior Center Utilizing GSA Price Agreement No. 50-805-14-11788 with Creative Bus Sales, Inc., in the Total Amount of \$101,188.00, is on the Consent Agenda because it is an item that was approved in the budgetary process and the purchase is being made through a GAS Price Agreement.

Consent Agenda

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

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

Resolution No. 6327 - Authorizing the Purchase of Two 12-Passenger Shuttle Buses for the Hobbs Senior Center Utilizing GSA Price Agreement No. 50-805-14-11788 with Creative Bus Sales, Inc., in the Total Amount of \$101,188.00.

Resolution No. 6328 - Authorizing a Cooperative Grant Agreement with the New Mexico Department of Transportation in the Amount of \$77,483.00 for Various Traffic Signal Improvements.

Resolution No. 6329- Authorizing the Submission of a Grant Application to the New Mexico Department of Transportation for Public Transportation for FY 16-17 Under Section 5311 of the Federal Transit Act.

Resolution No. 6330 - Approving the Preliminary Plan for Zia Crossing Subdivision, Phase 2, Unit 6, as Recommended by the Planning Board, Located Southeast of the Intersection of Millen Drive and Zia Crossing Parkway, as Submitted by Black Gold Estates, LLC.

Resolution No. 6331 - Approving the Preliminary Plan for Oak Manor Subdivision, Unit 2, as Recommended by the Planning Board, Located Northeast of the Intersection of College Lane and Bensing Rd., as Submitted by JBS Development, LLC.

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

Discussion

There were no items for discussion presented.

Action Items

FINAL ADOPTION: Ordinance No. 1088 - Amending Chapter 15.05 and Chapter 15.32 of the Hobbs Municipal Code Related to the Placement of Billboards and Electronic Signage. Mr. Kevin Robinson, Development Coordinator, explained Ordinance No. 1088 and stated this is the final adoption to amend Chapters 15.05 and 15.32 of the Hobbs Municipal Code related to the placement of billboards and electronic signage. He stated the Planning Board has held meetings to address the concerns of local sign providers.

Mayor Cobb recommended that Ordinance No. 1088 be tabled until further discussions take place to address all concerns of the sign providers.

Commissioner Newman agreed that additional meetings need to be held with sign providers, City Commissioners and City staff to address all concerns of the placement of billboards and electronic signage.

Commissioner Newman moved that Ordinance No. 1088 be tabled. Commissioner Boyd seconded the motion and the vote was recorded as follows: Newman yes, Sena yes, Mullins yes, Calderón yes, Buie yes, Boyd yes, Cobb yes. The motion carried.

FINAL ADOPTION: Ordinance No. 1089 - Authorizing a Boundary Replat and Exchange of Municipal Fee Simple Property for Property Located South of the Intersection of East Bender Blvd. and Ranchland Drive. Mr. Robinson explained the proposed ordinance and stated the City is the owner of 229.23 +/- acres adjacent to East Bender Blvd., on the north, Seminole Highway on the east and East Sanger on the south and CRV Investments LLC is owner of 37.67 +/- acres northwest of and adjacent to the City's mentioned property. Mr. Robinson stated the City and CRV Investments, LLC, have mutually agreed to reconfigure the boundaries of the properties, each retaining the same amount of acreage, in order to better facilitate the developmental needs of each property. He stated an appraisal was obtained from a New Mexico Certified Appraiser concluding that the reconfiguring of the properties boundaries will not increase or decrease the assumed value of either owner's interest.

Proper publication having been made, and there being no public comments or discussion, Commissioner Buie moved that Ordinance No. 1089 be adopted as presented. Commissioner Mullins seconded the motion and the vote was recorded as follows: Newman yes, Sena yes, Mullins yes, Buie yes, Boyd yes, Cobb yes, Calderón yes. The motion carried. A copy of the ordinance is attached and made a part of these minutes.

Resolution No. 6332 - Authorizing a Memorandum of Agreement for FY 15-16 with the New Mexico Department of Transportation, Transit and Rail Division, for Public Transportation Services. Ms. Jan Fletcher, City Clerk, explained the resolution and presented a report to the City Commission on public transportation. She displayed a ridership report and stated the ridership as of July, 2015, is 4,951. Ms. Fletcher stated the ridership continues to increase due to growth in the community and the City is requesting funds for FY 16-17 to contract with a professional to redesign the routes for the purpose of: (1) expanding operational hours; (2) shortening the length of the routes; and (3) adding more routes that would provide service to the new housing projects and the future Health Wellness Learning Center.

Mayor Cobb thanked Ms. Fletcher for the presentation.

Commissioner Boyd moved that Resolution No. 6332 be adopted as presented. Commissioner Sena seconded the motion and the vote was recorded as follows: Newman yes, Sena yes, Mullins yes, Calderón yes, Buie yes, Boyd yes, Cobb yes. The motion carried. Copies of the resolution and supporting documentation are attached and made a part of these minutes.

Consideration of Approval of a Task Order with Smith Engineering for Professional Services for Trunk Line F, Phase 8, for the SR 18 Corridor from Central to Millen and Central Street from SR 18 to Navajo. Mr. Todd Randall, City Engineer, explained the task order and stated the task order will be for professional services for the complete plans and specifications for the SR 18 corridor from Central Street at SR 18 to Navajo, which is estimated at \$7 to \$8 million in construction and design services. He stated the design services include plans for the complete replacement of Central and overall improvements to the Caprock and Central intersection along SR 18 to address pedestrian accessibility, ADA ramps and any drainage deficiencies. Mr. Randall stated the completion of this project would replace the entire length of concrete sewer pipe along SR 18 to south of the W.W.T.P

There being no discussion, Commissioner Newman moved to approve the task order from Smith Engineering in the amount \$474,000.00 (not including gross receipts tax) for Trunk Line F, Phase 8, for the SR 18 corridor from Central to Millen and Central Street from SR 18 to Navajo. Commissioner Boyd seconded the motion and the vote was recorded as follows: Newman yes, Sena yes, Mullins yes, Calderón yes, Buie yes, Boyd yes, Cobb yes. The motion carried. Copies of the supporting documentation are attached and made a part of these minutes.

Consideration of Approval of Change Order No. 3 with J & H Services, Inc., for \$1,773,896.20 for the 2014 Trunk Line F Replacement Project. Mr. Randall explained the change order and stated the Commission approved a contract with J & H Services in December, 2014. He stated the contract includes the replacement of existing concrete pipe along a portion of SR 18 near the intersection of Joe Harvey and a section of Sanger to Grimes Street along the right-of-way. Mr. Randall stated during the final connection of the improvements to the existing pipe, staff inspected the condition of the existing trunk line, which indicated signs of severe concrete deterioration. He stated the change order will replace an additional 5,000 linear feet of existing 30" RCP sewer line. Mr. Randall stated J & H has agreed to reduce the unit prices in the contract which is a savings. He stated a large portion of the change order is 42' casing bores under Grimes, Bender and the railroad.

Commissioner Boyd moved to approve the change order with J & H Services, Inc., in the amount \$1,773,896.20 (not including gross receipts tax) for the 2014 Trunk Line F Replacement Project. Commissioner Newman seconded the motion and the vote was recorded as follows: Newman yes, Sena yes, Mullins yes, Calderón yes, Buie yes, Boyd yes, Cobb yes. The motion carried. Copies of the supporting documentation are attached and made a part of these minutes.

Comments by City Commissioners, City Manager

There being no further discussion or business, Commissioner Newman moved that the meeting adjourn. Commissioner Calderón seconded the motion. The vote was recorded as follows: Newman yes, Sena yes, Mullins yes, Calderón yes, Buie yes, Boyd yes, Cobb yes. The motion carried. The meeting adjourned at 6:40 p.m.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

Minutes of the work session of the Hobbs City Commission held on Monday, August 3, 2015, at 4:30 p.m. in the City Commission Chamber at City Hall, 200 East Broadway, Hobbs, New Mexico.

Mayor Cobb called the work session to order and welcomed everyone in attendance. The following were present:

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

Absent: Commissioner Crystal Mullins

Also present were Mr. J. J. Murphy, City Manager, Mr. Mike Stone, City Attorney, Ms. Jan Fletcher, City Clerk and Ms. Mollie Maldonado, Deputy Clerk. Other staff members and public were also present.

Presentation of the City of Hobbs Housing Needs Assessment - RRC Associates, LLC. Mr. J. J. Murphy, City Manager, introduced Ms. Wendy Sullivan with RRC Associates. Ms. Sullivan presented a PowerPoint on City of Hobbs Housing Needs Assessment. She stated the objective of the Housing Needs Assessment is to identify the current and future housing needs of residents and local workers and understand where local needs for housing exceed market supply. Ms. Sullivan stated the purpose is to provide baseline information from which program and policy decisions can be made. She explained that local housing goals and objectives can be evaluated, to provide data to support grant applications, local policy guidance and efforts of private developers and non-profits and to document changes/progress since the 2009 study. She stated the methodology consisted of public/existing data sources, interviewed employers, Realtors, lenders, property managers, special needs agencies, community leaders and a household survey which could be mailed back or submitted on their official website. Ms. Sullivan defined affordable housing as when the amount spent on rent or mortgage payment, excluding utilities, does not exceed 30% of a household's gross income before taxes and Area Median Income (AMI) Limits as published annually by the Department of Housing and Urban Development (HUD) by county. She reviewed the Hobbs Housing Continuum, Progress on 2009 and 2015 Study Recommendations and Key Trends.

Ms. Sullivan reviewed the Summary of Housing Needs 2015 - 2020 as follows:

5-Year Rental Housing Needs by AMI (2015 to 2020)

AMI	Max Rent Payment	#of Units Needed Now	#of Units Needed by 2015	Pending Development	Total Rental Gap
60% or Less	\$777	160	130 to 245	183	105 to 220
60.1 -80%	\$1,036	55	45 to 85	13	85 to 125
80.1-100%	\$1,294	50	40 to 75	36	50 to 85
Over 100%	\$1,294	200	165 to 310	324	40 to 185
Total	-	460	380 to 710	556	280 to 620

5-Year Homeownership Needs by AMI (2015 to 2020)

AMI	Max Purchase Price	#of Units Needed Now	#of Units Needed by 2015	MLS and Pending Development	Total Ownership Gap
60% or Less	\$129,064	100	130 to 245	183	105 to 220
60.1 -80%	\$172,167	65	45 to 85	13	85 to 125
80.1-100%	\$215,107	110	40 to 75	36	50 to 85
Over 100%	\$258,128	80	165 to 310	324	40 to 185
Over 120%	Over \$258,128	435	350 to 670	171	615 to 935
Total	-	790	640 to 1220	427	1,010 to 1,580

Commissioner Boyd thanked Ms. Sullivan for the time she took presenting the City of Hobbs Housing Needs Assessment. He stated the data is not current due to the fast growth in Hobbs.

Commissioner Sena questioned the incentive for additional housing if residents are still paying rent in the amount of \$1,300.00 a month. He stated the City needs to continue the progress in affordable housing. Commissioner Sena stated the Commission can revise what is needed in the assessment but the study indicates that there is a need for more housing in Hobbs.

In reply to Commissioner Calderón's question, Ms. Sullivan stated housing vacancies will lower the monthly rent but housing needs to be sustained by opening more housing opportunities. She stated deduction of monthly rental rates is noticed when the vacancy rate is at 15%.

In response to Commissioner Buie's inquiry, Ms. Sullivan stated there are funds available through the State for housing assistance but only when there are overflow funds and it is determined by project basis.

In reply to Mayor Cobb's question, Ms. Sullivan stated there were 450 respondents to the survey which is normal when an incentive is not offered. She stated in 2009 there was an incentive to fill out the survey which had a 22% response.

In response to Mayor Cobb's inquiry, Ms. Sullivan stated The Cedars is the only senior living facility in Hobbs, and there is currently a waiting list. She stated Hobbs could definitely use more senior housing.

Mayor Cobb stated that everyone remembers the exodus of the 80's but sees the drop of oil and gas different, this time around. He stated he is anxious to see how many children enroll in the local schools this year which indicates what direction the workforce is going. Mayor Cobb stated the Commission needs to create a strategy on how to keep residents in Hobbs. He stated a solution is to find an affordable index for economic diversity. Mayor Cobb stated that the Commission may need to cut down on incentives for market rate housing but continue to support housing in the community. He also stated that people moving into the community need to have at least three choices from which to pick on rental property or homes to buy. Mayor Cobb stated individuals that invest in property ownership usually stay through the ups and downs of the economy.

Commissioner Buie stated that rental and housing market will get softer with the layoffs that are occurring daily. He stated Morgan Stanley recently circulated a memorandum stating that the drop of oil prices could possibly be the worst that has

been seen in 30 years. Commissioner Buie stated that people have to work and will relocate where jobs are offered. He stated business breeds business.

Commissioner Boyd agreed with Commissioner Buie and stated he hopes for the best but Hobbs is headed to a downturn economically. He stated Hobbs is diversified economically but oil and gas is the bread and butter of this community. Commissioner Boyd stated the City needs to consider housing options until they see the reality of the downturn of oil and gas.

Mr. Daniel W. Dattola with Zia Crossing stated there is still a need for new housing in Hobbs. He stated 220 lots for housing units have been created since March 3, 2014. Mr. Dattola stated 119 units have been built and they are currently building 11 more units. He stated they wrote four contracts last week and will be building 107 more units in Units 4 and 5. Mr. Dattola stated the City's incentive assists Zia Crossing to build homes in Hobbs. He added that their homes sell from \$179,000.00 up to \$290,000.00.

Mr. Russ Doss with Lea County Housing, Inc., stated Hobbs has been under-housed for a long time. He stated the incentives offered by the City to developers does assist in more homes and apartments being built in Hobbs. Mr. Doss recommended the Commission remain on course in assisting with incentives in order to get ahead on housing.

Mr. Doss stated the Mortgage Finance Authority (MFA) offers a Home Rehabilitation Program which rehabilitates homes and can increase the equity by \$55,000.00. He stated Lea County Housing, Inc., operates on a minimal level due to its financial hardship.

In reply to Commissioner Buie's question, Mr. Doss stated Lea County Authority, Inc., operates with State funding and \$15,000.00 from the City of Hobbs. He stated the State has cut funding for housing assistance throughout the State and not just Hobbs.

Mr. Tom French with French Brothers stated City staff has been very receptive in permitting and inspecting new homes built by French Brothers. He stated even though oil and gas prices have dropped, he recommended for the Commission to continue the current course on housing in Hobbs.

Mr. Joe Ortega with Yes Housing, Inc., stated they completed the Leaf Apartments Complex in January, 2015. He stated City funding is critical to affordable housing in the community which also goes toward points for MFA funding.

Mr. Bobby Shaw with Bobby Shaw Realty recommended the Commission continue to support housing in Hobbs for it has lacked in housing for a long time. He stated the incentives the City offers have been very beneficial to the community.

Mayor Cobb thanked everyone for attending the work session and for their comments.

There being no further discussion by the Commission, the meeting adjourned at 5:55 p.m.

SAM D. COBB, Mayor

• ATTEST:

JAN FLETCHER, City Clerk



CONSENT AGENDA



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: August 17, 2015

SUBJECT: FY2016 NM State Fire Marshal Fire Protection Grant
DEPT. OF ORIGIN: Fire
DATE SUBMITTED: August 10, 2015
SUBMITTED BY: Barry Young, Deputy Fire Chief

Summary: The City of Hobbs Fire Department is eligible to participate in the FY16 NM State Fire Marshal Fire Protection Grant. The grant will award a single applicant a maximum of \$100,000 with a minimum matching funds commitment from the department of 20%.

The Hobbs Fire Department wishes to utilize this grant for the purchase of 92 SCBA air bottles, 5 SCBA air packs, and 35 Kevlar head nets. Currently, the department has approximately 50 SCBA bottles which need to be replaced. Some of these bottles need replaced due to damage and some are due to expiration dates. Also, the department has 5 SCBA air packs which need to be replaced due to their age.

Fiscal Impact:

Reviewed By: [Signature]
Finance Department

The total cost for 92 SCBA air bottles, 5 SCBA air packs, and 35 Kevlar head nets is \$120,112.00. The department would be responsible for 20% of this cost, which is \$24,022.40. The department would seek to have a budget adjustment in the amount of \$24,022.40 to cover the 20% match. The grant request of \$96,089.60 would cover the outstanding cost.

Attachments:

Resolution
Grant Application

Legal Review:

Approved As To Form: [Signature]
City Attorney

Recommendation:

Approval of the resolution to submit the FY2016 NM State Fire Marshal Fire Protection Grant for the purchase of SCBA bottles, air packs and 35 Kevlar head nets.

Approved For Submittal By:

[Signature]
Department Director

[Signature]
City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

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

CITY OF HOBBS

RESOLUTION NO. 6333

A RESOLUTION APPROVING
THE SUBMISSION OF FY2016
NEW MEXICO STATE FIRE MARSHAL FIRE PROTECTION GRANT

WHEREAS, the City of Hobbs Fire Department is eligible to participate in the FY2016 State Fire Marshal Fire Protection Grant: and

WHEREAS, the grant will provide financial assistance with the purchase of 92 SCBA air bottles, 5 SCBA air packs and 35 Kevlar head nets; and

WHEREAS, the total cost for 92 SCBA air bottles, 5 SCBA air packs and 35 Kevlar head nets is \$120,112.00 with the City contributing 20% of this cost which is \$24,022.40; and

WHEREAS, the grant request would cover the outstanding cost of \$96,089.60;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the Mayor be and hereby is authorized and directed to execute on behalf of the City of Hobbs this resolution approving the Grant Application with the New Mexico State Fire Marshal Fire Protection Grant for the purchase of 92 SCBA air bottles, 5 SCBA air packs and 35 Kevlar head nets.

PASSED, APPROVED AND ADOPTED this 17th day of August, 2015.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

APPLICATION FOR FY16 FIRE PROTECTION GRANT
Applications will be accepted from July 01, 2015 to September 01, 2015

Eligibility

All fire departments currently certified and funded by the New Mexico State Fire Marshal's Office are eligible to participate in the fire protection grant process.

Only one grant application per department may be submitted.

Note: Any fire department that is awarded a grant and consequently loses its qualification to participate in the Fire Protection Funding process shall return the apparatus and/or equipment to the State Fire Marshal for redistribution as per 59A-53 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC.

Maximum Award and Matching Funds

The maximum amount awarded to a single applicant will not exceed \$100,000.00 with a minimum matching funds commitment from the department of 20% . Costs exceeding the grant amount shall be the responsibility of the local government. State fire funds may be used for this purpose with proper approval from the New Mexico State Fire Marshal's Office.

Signatures/Commitment of Funds

The fire chief and the fiscal agent for the local government shall sign the application. In addition, the fiscal agent shall sign the Fiscal Agent Commitment Statement indicating a commitment of these funds for the awarded project and a commitment of the 20% matching funds.

MINIMUM REQUIREMENTS

NFIRS Reporting

All applicants shall be in compliance with the reporting requirements of the New Mexico State Fire Marshal's Office utilizing the National Fire Incident Reporting System (NFIRS) as per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC. Applicants with delinquent NFIRS reports for the period of July 2014 to June 2015 at the time the application period closes will not be considered.

Pump Testing

All rated fire pumps shall undergo annual pump tests to ensure proper function and firefighter safety; therefore, the Fire Protection Grant Council is requiring apparatus pump tests be conducted on each apparatus with rated fire pumps and documentation submitted with the application. All annual pump tests shall be in accordance with NFPA 1901 and the Insurance Service Office (ISO) requirements. Copies of the 2013, 2014, and 2015 pump test records for each rated fire pump must accompany the application. All pump test documentation must be dated and legible. Incomplete or illegible pump test records will not be accepted. Pump test documentation must include, but is not limited to the following: VIN, license plate number, test date, and pass or fail indicator.

ADDITIONAL INFORMATION

All of the information contained in the application is carefully reviewed and considered. In addition to general information and data provided, thorough and clear narrative responses are critical to helping reviewers understand the needs of the department relative to the request.

The department may request funding for apparatus, PPE, communication equipment or another justified critical need. All apparatus must meet NFPA Standards. Equipment/apparatus specifications are subject to review by the Fire Marshal's Office. The department must have the capability to immediately house apparatus properly. NFPA listed equipment may be included with the purchase of apparatus. Applications may be completed on the website at <http://www.nmprc.state.nm.us/state-firemarshal/fire-grant-council/index.html>.

For additional information, please contact Vernon Muller, Deputy Fire Marshal Fire Service Support Bureau at 505-476-0165 or visit the New Mexico State Fire Marshal's Office web page <http://www.nmprc.state.nm.us/statefiremarshal/fire-grant-council/index.html>.

SELECTION CRITERIA

Applications will be placed in consideration categories meeting specific criteria as follows:

Category A

- 1) NFIRS Compliant. NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC. Each certified fire department shall complete the reporting requirement by the 10th day of each month following the month for which the report is prepared. (e.g., the report of January is due by February 10th).
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is for a Critical Need (clearly explained in the application)
- 4) Never before received a NM Fire Protection Grant

Category B

- 1) NFIRS Compliant. NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC. Each certified fire department shall complete the reporting requirement by the 10th day of each month following the month for which the report is prepared. (e.g., the report of January is due by February 10th).
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is for a Critical Need (clearly explained in the application)
- 4) Previous NM Fire Protection Grant recipient

Category C

- 1) NFIRS Compliant (per 59A-52 NMSA 1978 and Title 10 Chapter 25 Part 10 of the NMAC. Each certified fire department shall complete the reporting requirement by the 10th day of each month following the month for which the report is prepared. (e.g., the report of January is due by February 10th)
- 2) Pump Test compliant (in accordance with NFPA 1901 and ISO requirements).
- 3) Request is not a Critical need
- 4) Previous recipient

Category D

- 1) Non-compliant (will not be considered for a grant)

CRITICAL NEEDS

- o Fire apparatus/equipment
- o PPE (structural, wildland, SCBA)
- o Communications
- o Maintenance, training, water
- o Need that will clearly will have significant impact on ISO Classification

ACKNOWLEDGEMENT/SIGNATURES		
Name of Department/District: Hobbs	County: Lea	
Name of Fire Chief (please print) Eric Enriquez	Signature of Fire Chief	Date
Name/Title of County/Municipal Fiscal Agent (please print)	Signature of Fiscal Agent	Date
Mailed, Emailed, or Faxed applications <u>will not</u> be accepted.		

This application may be downloaded from the following website: <http://www.nmprc.state.nm.us/sfm.htm>

Please answer all questions in this application.
Incomplete applications will not be considered.

GENERAL INFORMATION	
Fire Department ID Number (using NFIRS identifier)	25013
Fire Department Name	Hobbs
Insurance Services Office (ISO) Rating	2
County	Lea City/Municipality
What kind of organization is your fire department?	Career
How many stations are in your organization?	
Main	4
Substations	0
Admin	1
Type of community your organization serves Based on population density	Urban
Mailing Address	
Address	301 East White St.
City	Hobbs
State	NM
Zip Code	88240
Phone number	(575) 397-9308
Email address	eenriquez@hobbsnm.org
Name of Person Completing this application?	Barry Young
Are you a fire department member?	Yes
How many career fire fighters do you have?	62
How many volunteer firefighters do you have?	0
If combined, how many uniformed full-time career fire fighters are at the station at all times?	62
How many are FF-I Certified?	62
How many are FF-II Certified?	62
Do your newly recruited Fire Fighters undergo an entry-level physical and receive immunizations? Describe	Newly hired firefighters undergo a pre-employment medical screening and physical, and after hire they undergo bi-annual medical screening and physicals Immunizations are received during their medical screenings, however, they have the option to refu

FATALITIES AND INJURIES			
Over the last three years what is the total number of fire-related incidents in your jurisdiction?			
Fire-related Civilian fatalities	Fire-related Civilian Injuries	Line-of-duty member fatalities	Line-of-duty member injuries
4	3	0	0

BUDGET INFORMATION	
What is your fire departments operating budget, including personnel costs, for your current fiscal year?(in dollars)	\$9,088,893.00
What is the current Protection Fire Fund distribution?	\$486,590.00
What is the approved total carryover balance, if any, of Protection Fire Funds maintained by the department?	\$368,001.00
What was the purpose of the approval carryover?	Purchase Of A Rescue/Pumper To Replace An Engine In Our Fleet Which Is Currently Over 17 Years Old.
What percentage of your annual operating budget is derived from:	
Taxes?	94%

Grants?	1%
State Fire Marshal Funds?	5%
Donations?	0%
Fund Drives?	0%
Fee For Service?	0%
Others?	0%
Please Explain (For 'Others')	0

COMMUNITY INFORMATION

Name of Community Protected? City of Hobbs	Number of commercial buildings protected in fire district? 1610
Number of homes protected in fire district? 15721	What is the permanent resident population of the community you serve? 50000

Do you have formal automatic aid or mutual aid agreements?
Yes

List adjacent automatic aid fire districts (with written agreements)

S.No	Automatic Aide Fire Districts
1	Mutual aid agreements with the following departments: Eunice Fire Dept., Lovington Fire Dept., Monument Fire Dept., Knowles Fire Dept., Maljamar Fire Dept., Jal Fire Dept., Tatum Fire Dept.

RESPONSE HISTORY IN THE LAST YEAR

What is your call volume for the past year? (from last year July 1st to this year June 30th) **8169**

How many responses per category?

Structure Fire (IT 110-118, 120-123) 85	Hazardous Condition (IT 400-482) 227	Vehicle Fire (IT 130-138) 24	Service Calls (IT 500-571) 55	Vegetation Fire (IT 140-143) 28
Good Intent Calls (IT 600-671) 60	EMS (IT 300-323) 7202	False Calls (700-751) 309	Rescue (IT 331-381) 20	Other 159

Call Volume/History Support request?

WATER AVAILABILITY

Community hydrant system ? Yes	Total capacity of available water storage(in gallons) 11,400,000.00	Water storage tank with fire hydrant @ station No
--	---	---

Describe additional water source(s):

S.No	Source	Capacity(in gallons)
1	Green Meadows Lake	22106753
2	Harry McAdams Lake	2361288

TRAINING

Average # of training hours per Firefighter per year : **280**

How many training opportunities has this department offered in the last calendar year?

Training Details	Supporting Document
Hobbs Fire Department Training	Copy of Total Training Hours.xlsx

APPARATUS

List class A pumper(s)

Are pump test conducted annually on apparatus?

Yes

Total number of seated positions :

34

Copies of most recent pump tests records must be attached (upto 3 years)

Type	Year	Make	Tank Capacity	Pump Capacity
Class A	2013	Smeal	1000	1500
Test Name	Date Pump tested	Pump Test Result	Pump Test Data Completed	
Test 1	03/09/2015	Pass	Yes	
File Name:	Engine 513.pdf			
Test 2	03/24/2014	Pass	Yes	
File Name:	Engine 513.pdf			
Test 3	08/24/2013	Pass	Yes	
File Name:	Engine 513.pdf			
Class A	2013	Smeal	1000	1500
Test Name	Date Pump tested	Pump Test Result	Pump Test Data Completed	
Test 1	03/09/2015	Pass	Yes	
File Name:	Engine 511.pdf			
Test 2	03/24/2014	Pass	Yes	
File Name:	Engine 511.pdf			
Test 3	03/26/2013	Pass	Yes	
File Name:	Engine 511.pdf			
Class A	1997	Pierce	1000	1500
Test Name	Date Pump tested	Pump Test Result	Pump Test Data Completed	
Test 1	03/10/2015	Pass	Yes	
File Name:	Engine 512.pdf			
Test 2	03/24/2014	Pass	Yes	
File Name:	Engine 512.pdf			
Test 3	03/26/2013	Pass	Yes	
File Name:	Engine 512.pdf			
Class A	1997	Pierce	1000	1250
Test Name	Date Pump tested	Pump Test Result	Pump Test Data Completed	
Test 1	03/10/2015	Pass	Yes	
File Name:	Engine 515.pdf			
Test 2	03/24/2014	Pass	Yes	
File Name:	Engine 515.pdf			
Test 3	03/26/2013	Pass	Yes	
File Name:	Engine 515.pdf			
Arial/Quint	2008	Smeal	300	2000
Test Name	Date Pump tested	Pump Test Result	Pump Test Data Completed	
Test 1	03/09/2015	Pass	Yes	
File Name:	Ladder 3.pdf			
Test 2	03/24/2014	Pass	Yes	
File Name:	Ladder 3.pdf			
Test 3	03/25/2013	Pass	Yes	
File Name:	Ladder 3.pdf			

Arial/Quint	2005	Pierce	750	1750
Test Name	Date Pump tested		Pump Test Result	Pump Test Data Completed
Test 1	03/09/2015		Pass	Yes
File Name:	Ladder 4.pdf			
Test 2	03/24/2014		Pass	Yes
File Name:	Ladder 4.pdf			
Test 3	03/26/2013		Pass	Yes
File Name:	Ladder 4.pdf			
Explain if not tested properly:				
All apparatus tested properly				

COMMUNICATION EQUIPMENT

Do you have any of the following?	
Handheld radios	100
Base Stations	9
Mobile radios	31
Do you have any apparatus without a mobile radio?	No
List communication equipment by type	
Describe your communication equipment and capability (type, qty, range) (if more than zero)	How Many?
Harris XG-75 700 & 800 trunking capability, all of Lea County within 100 miles north and south and 50 miles east and west. All handheld radios are P25 compliant.	100
MaCom base stations with Harris mobiles installed. 700 & 800 trunking capability, all of Lea County within 100 miles north and south and 50 miles east and west. All base station are P25 compliant.	9
Harris mobiles with 700 & 800 trunking capability, all of Lea County within 100 miles north and south and 50 miles east and west. All mobiles are P25 compliant.	31
Do you have interoperability with any of the following agencies?	
Law Enforcement	Yes
Emergency Medical	Yes
Other Fire Departments	Yes
Other (that could not be classified as above)	Yes
Describe (if 'yes' on others)	County Dispatch, Street Department
Do you have any areas in your jurisdiction which are NOT covered by a repeater?	No
Describe (if yes for above)	

HAZARDS/THREATS

Describe the threat to the community: (i.e., fuel storage bulk plants, railroads, high hazard occupancies, etc.)	
Hazard Type	Hazard Detail
High Hazard Occupancy	Oilfield chemical mixing facility
Fuel Storage	Numerous fuel storage bulk plant in the city limits and outside the city limits
Railroad	Railroad running through city limits carrying chemical wastes, LPG, gasoline, crude oil, and PCB's
Radioactive	Urenco - Uranium Enrichment Facility located in the county area with our department being the hazardous materials response team. Uranium Hexafluoride gas dangers from this facility.
Oilfield Acid Plants	Numerous acid facilities storing and transporting acids for oilfield fracking jobs.

CURRENT PERSONAL PROTECTIVE EQUIPMENT (PPE)

Are all PPE inspected annually per NFPA 1851?
Yes

1981 STANDARD COMPLIANT PPE		
Qty	Age (years)	Condition
1997 STANDARD COMPLIANT PPE		
Qty	Age (years)	Condition
2002 STANDARD COMPLIANT PPE		
Qty	Age (years)	Condition
2007 STANDARD COMPLIANT PPE		
Qty	Age (years)	Condition
100	6	Good

Do you have your bottle filling capability? :

Yes

Do you have SCBA cylinder filling capability? :

Yes

Describe SCBA cylinder filling capability :

Eagle Air System Raven CFS (cylinder fill system). Contains a unique four cylinder fill capacity, which speeds up the filling process.

Pressure :
High

1981 STANDARD COMPLIANT SCBA		
Qty	Age (years)	Condition
1997 STANDARD COMPLIANT SCBA		
Qty	Age (years)	Condition
2002 STANDARD COMPLIANT SCBA		
Qty	Age (years)	Condition
72	14	Poor
2007 STANDARD COMPLIANT SCBA		
Qty	Age (years)	Condition
33	8	Good

EQUIPMENT NEEDS

List in priority order, and explain the equipment needs of your department and the total costs of fulfilling the needs.

Priority Order #	Priority Category Requesting From	Equipment Needed	Quantity	Total Cost of Equipment(\$)
1	SCBA	Bottles	92	\$86,296.00
2	SCBA	Regulator	5	\$24,191.00
3	SCBA	Face Piece	35	\$9,625.00
				Total: \$120,112.00

What (specifically) will you purchase if awarded this grant?:

Priority 1: The Hobbs Fire Department intends to utilize the grant funding to purchase a total of 92 Scott 4500 psi/45 min SCBA bottles to replace those bottles which are in poor condition or those which are about to expire. This will also increase the number of bottles available to the department to utilize during larger incidents. Priority 2: The department also intends to utilize the funding to purchase 5 Scott AP75 airpaks to replace current airpaks which do not currently meet the 2007 guidelines. Priority 3: The department intends to utilize funding to purchase 35 Kevlar head nets which fit onto the face pieces. These will be utilized to replace old, worn, or damaged head nets.

Will fulfilling this need impact your organization's ISO rating?:

Yes

Please explain:

ISO standards cover all aspects of a fire department/district, including the equipment which is carried by the department's apparatus. ISO contains a requirement that each apparatus must carry a set number of SCBA airpaks and bottles on each apparatus, regardless of the number of personnel seated in the vehicle.

GRANT FUNDING JUSTIFICATION

Financial Need: Give us a financial snapshot of your area. Tell us why you need assistance and describe your department/organization's current funding issues.

The City of Hobbs is located in Southeastern New Mexico and relies heavily on the oil and gas industry. This industry is very volatile, with high peaks and low valleys. With the current economic downturn, the city has seen a decrease in revenue from gross receipts taxes. The City continues to maintain a high reserve of general funds, but with the projected economic outlook those funds could be diminished within the next year. The Hobbs Fire Department's budget was approved by the City Commission, but we were also made aware of potential cuts to the budget if they so deemed necessary. The department currently does not have funds available to make a purchase such as the one we are asking for with this particular grant. The department currently utilizes fire protection fund monies for payment of 5 ambulances, and also has a carryover for the purchase of a rescue/pumper which will replace an aging Class A pumper. In closing, with the instability of the oil and gas industry and the decrease in revenue due to a decrease in gross receipts tax disbursement to the city, the fire department could potentially see a cut in its current operating budget. This will deal a significant blow to the department in regards to purchasing new equipment, specifically equipment which is vital to the safety of our personnel.

Request: Provide a brief description of what the request does, how the dollars will be spent and explain the need.

This grant request will enable the Hobbs Fire Department to purchase new SCBA bottles and air packs so to replace those which do not meet the standards the department is currently following. This request will allow for the purchase of 92 SCBA bottles and 5 air packs. The Hobbs Fire Department currently has at least 5 air packs which are outdated and that do not have the same capabilities as the newer model air packs. With the purchase of at least 5 new air packs, the department would be able to place them into service on any apparatus and also replace the current training air packs with those currently on the apparatuses. Currently our training academy utilizes those air packs with the lesser capabilities, so those personnel are not training with the same type they would be utilizing after their training is completed. The department currently has a large number of SCBA bottles which are set to expire in the near future. The department would utilize the funding from the grant request to purchase 92 SCOTT, 45 minute bottles to replace those bottles which are set to expire and those which are in poor condition. Additional SCBA bottles could be added to the current inventory and utilized during major incidents where additional SCBA bottles are required.

Problem: Provide a brief description of the problem your department/district is addressing with this grant application.

The Hobbs Fire Department is addressing the need to replace air packs and SCBA bottles with this grant request. The air packs and bottles needing replaced are reaching the end of their life expectancy and some are in poor shape. The department currently has air packs which do not have the same capabilities as the air packs being utilized on the apparatuses. These air packs are utilized for training during recruit academies, thus those personnel are not training with same air packs they would be utilizing during an actual emergency. The purchase of new air packs would also address the need for extra packs needed during major incidents. Purchasing SCBA bottles will address the need to replace those bottles which are set to expire, as well as those which are in poor condition.

Analysis of Benefits: Provide a brief description of how the department/district this performance will be improved and how this compares to the proposed expenditure.

The benefit of replacing SCBA bottles and air packs far outweighs the costs. This type of equipment is a vital part of personal protective equipment necessary for personnel to function and provide the highest level of service possible. Without SCBA, firefighters cannot safely perform their duty, which puts themselves as well as the public at risk. With the funding from this grant request, the department will be able to improve the training capabilities, replace outdated and worn equipment, and make more equipment available to personnel who are responding to incidents. The safety of all personnel is the greatest benefit of this grant request.

Community and Your Organization's Relationship: Provide a description of your department/organization's role and relationship within the community and what impact this request will have.

The Hobbs Fire Department is the sole provider of fire protection and EMS services for this community. The department is a highly progressive department and strives to provide the best service it can to the community. For the department to succeed at providing this service, it must have the necessary tools made available. This grant request will allow the department to provide the community with the best service possible by giving us the tools and proper equipment to mitigate incidents within the community.

Consequences: Provide a brief description of consequences of not funding this grant request. If your department does not receive the requested grant, what will the department do?

Consequences for not obtaining the funding from this grant request would include not being able to replace dated and poor conditioned equipment. The department would have to continue to utilize the equipment currently on hand and look for other avenues of funding. This could mean applying for other grants, which could possibly be used to fund other high priority projects for the department.

PROJECT BUDGET SHEET

Priority Order #	Priority Category Requesting From	Equipment Needed	Quantity	Total Cost of Equipment(\$)
1	SCBA	Bottles	92	\$86,296.00
2	SCBA	Regulator	5	\$24,191.00
3	SCBA	Face Piece	35	\$9,625.00
Total:				\$120,112.00

Total amount	\$120,112.00
Less matching amount (minimum 20% of the Total amount)	\$24,022.40
SubTotal	\$96,089.60
Grant amount requested (maximum request \$100,000.00)	\$96,089.60
Department is responsible for the amount in excess of \$100,000.00	\$0.00
Total amount the Department is responsible for	\$24,022.40

FISCAL AGENT COMMITMENT STATEMENT

Department Name: Hobbs County: Lea ISO Rating: 2

I, as fiscal agent for the _____ department, certify that a minimum of 20% in matching funds are committed to the project for which this application is submitted.

Name of County/Municipal Fiscal Agent (please print) Title

Signature of County/Municipal Fiscal Agent Date

MES - Arizona
2330 West University Drive
Unit #10
Tempe, AZ 85281

Telephone.....: 480-967-6100
 Fax.....: 480-967-6101



Ship To:
 City of Hobbs
 200 E. Broadway
 Hobbs, NM 88240

Contact: Capt. Adrian Enriquez
 Phone: 575-390-6244

Bill To:
 City of Hobbs
 200 E. Broadway
 Hobbs, NM 88240

Quotation

Number: QT_00354252-2
 Date: 7/23/2015
 Page: 1 of 1
 Sales order:
 Requisition:
 Your ref.:
 Our ref.....: harreola
 Quotation deadline.....: 8/20/2015
 Payment.....: Net 30
 Sales Rep: HARREOLA
 Terms of delivery: MES Pays Freight

Item number	Description	Size	Color	Quantity	Unit	Unit price	Amount
804722-01	CYL&VLV ASSY,CARB,45MIN,4500			92.00	EA	938.00	86,296.00
Scott X3	Scott X3214022200302, AP75, 4.5, Qc reg., Dual EBSS, PAK Tracker, less cylinder, less facepiece, no case			5.00	EA	4,838.20	24,191.00
201215-02	AV3000 HT, KEVLAR HEADNET, SIZE MEDIUM			35.00	EA	275.00	9,625.00

This Quotation is subject to any applicable sales tax and shipping & handling charges that may apply.
 Tax and shipping charges are considered estimated and will be re-calculated at the time of shipment to ensure they take into account the most current local tax information.

Sales balance	Total discount	S&H	Sales tax	Total
120,112.00	0.00	0.00	0.00	120,112.00 USD

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.
 Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: August 17, 2015

SUBJECT: Resolution Authorizing a Special Variance to the City's Noise Ordinance During Fiesta de Septiembre on September 19, 2015

DEPT. OF ORIGIN: City Clerk
DATE SUBMITTED: August 11, 2015
SUBMITTED BY: Jan Fletcher, City Clerk

Summary:

Section 8.20.050 of the Hobbs Municipal Code (HMC) authorizes the City Commission to grant special variances to the City's noise ordinance. The Hobbs Hispano Chamber of Commerce is requesting a noise variance for the Fiesta de Septiembre Celebration which will be held on Saturday, September 19, 2015, at the Shipp Street Venue from 4:00 pm to 11:00 pm. Notice of the variance request has been published in the *Hobbs News Sun* as required by the HMC.

Fiscal Impact:

No fiscal impact.

Reviewed By: _____

Deborah Conner
Finance Department

Attachments:

Resolution Granting a Special Variance

Legal Review:

Approved As To Form: _____

M. H. Stone
City Attorney

Recommendation:

Approval of the resolution for the noise variance.

Approved For Submittal By:

Jan Fletcher
Department Director
J. J. [Signature]
City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

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

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

CITY OF HOBBS

RESOLUTION NO. 6334

A RESOLUTION AUTHORIZING THE MAYOR TO
GRANT A SPECIAL VARIANCE TO THE NOISE
ORDINANCE PURSUANT TO SECTION 8.20.050 OF
THE HOBBS MUNICIPAL CODE DURING THE
FIESTAS DE SEPTIEMBRE CELEBRATION ON SEPTEMBER 19, 2015

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the Mayor be and hereby is authorized and directed to grant a special variance to the noise ordinance of the Hobbs Municipal Code for organized activities occurring during the Fiesta de Septiembre Celebration on Saturday, September 19, 2015, at the Shipp Street Venue from 4:00 pm to 11:00 pm for the reason that benefit to the community of the activities creating the offending noise are greater than the adverse effect of the noise created.

PASSED, ADOPTED AND APPROVED this 17th day of August, 2015.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: August 17, 2015

SUBJECT: Resolution of 20% Match Requirement
DEPT. OF ORIGIN: Utilities
DATE SUBMITTED: August 11, 2015
SUBMITTED BY: Tim Woomer, Utilities Director

Summary:

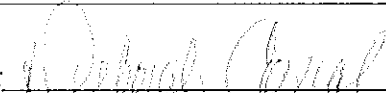
City's Effluent Reuse Project, Mahan to Rockwind Pipeline, has been awarded to receive a 2015 Water Trust Fund loan/grant in the amount of \$1,807,600. The funding structure is a 40% loan (20-year @ 0.25%) in the amount of \$723,040 and a 60% grant in the amount of \$1,084,560. A local match of 20% of the awarded amount, or \$361,520, is also a requirement of this funding.

As a condition of funding, a resolution is required verifying the City of Hobbs will provide a 20% match in the amount of \$361,520 for the above project. With this verification, NM Finance Authority will proceed forward with developing the closing loan/grant documents.

The Commission's adoption of a resolution to provide a 20% match does not commit the City of Hobbs to accepting, or approving, the 2015 Water Trust Fund loan/grant. Execution of a final loan/grant agreement between NM Finance Authority and the City of Hobbs requires that an ordinance be adopted by the City of Hobbs Commission at a later date.

Fiscal Impact:

Reviewed By:


Finance Department

There no fiscal impact with adopting a resolution stating that City will provide a 20% match in the amount of \$316,520 upon the final execution of a 2015 Water Trust Fund loan/grant in the amount of \$1,807,600.

Attachments:

Resolution to Approve 20% Matching Requirement and Verification of Loan Repayment for Water Trust Board Project 339; Water Conservation; Phase II Effluent Reuse Project.

Legal Review:

Approved As To Form:



City Attorney

Recommendation:

Approve and adopt the Resolution to Approve 20% Matching Requirement and Verification of Loan Repayment for Water Trust Board Project 339; Water Conservation; Phase II Effluent Reuse Project.

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. 6335

RESOLUTION TO APPROVE 20% MATCHING REQUIREMENT
AND VERIFICATION OF LOAN REPAYMENT
FOR WATER TRUST BOARD PROJECT 339; WATER CONSERVATION;
PHASE II EFFLUENT REUSE PROJECT

WHEREAS, the State of New Mexico Water Trust Board has approved the final terms, structure and conditions of Water Project Funding in the amount of \$1,807,600 to the City of Hobbs for its Water Conservation project; and

WHEREAS, the City will provide a 20% match requirement in the amount of \$361,520; and

WHEREAS, the City will be required to repay a 40% loan in the amount of \$723,040;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the Mayor is hereby authorized and directed to approve the 20% match requirement in the amount of \$361,520 and repayment of the 40% loan in the amount of \$723,040.

PASSED, ADOPTED AND APPROVED this 17th day of August, 2015.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk



NEW MEXICO
FINANCE AUTHORITY

June 26, 2015

Via First Class Mail and Email
twoomer@hobbsnm.org

City of Hobbs
Attn: Tim Woomer
200 E. Broadway
Hobbs, NM 88240

RE: Water Trust Board Project No. 339; Water Conservation; Phase II Effluent Reuse Project

Dear Mr. Woomer:

The Board of Directors of the New Mexico Finance Authority ("NMFA") met on June 25, 2015, to approve the final terms, structure and conditions of Water Project Funding in the amount of \$1,807,600 to the City of Hobbs for its Water Conservation project. This action is a result of the Water Trust Board recommendations approved on June 3, 2015.

The approved funding structure consists of a 40% loan in the amount of \$723,040, and a 60% grant in the amount of \$1,084,560. The loan component is a 20-year term at a net effective interest rate of .25% (0% interest rate with an administrative fee component of ¼ of 1%). A match of \$361,520 is also required as part of the funding structure.

The loan issued will be subordinate to the entity's existing debt, will be structured without an additional bonds test, and will provide for hardship waivers of annual principal payments as determined by the Department of Finance and Administration.

The loan and grant are to be used by the City of Hobbs for the Water Conservation, Phase II Effluent Reuse Project as presented, as described in the enclosed NMFA Board Approval Write-Up.

To secure the agreement of the Water Trust Board award, the City of Hobbs must submit the following Readiness to Proceed items by **September 30, 2015**.

SUBMISSION OF READINESS TO PROCEED ITEMS

This funding is conditional and the City of Hobbs must submit the following Readiness to Proceed ("RTP") items, as applicable, before the loan/grant agreement can be scheduled to close:

1. Copy of detailed final cost estimates for the project;
2. A monthly draw-down schedule of project expenditures (estimated);
3. Verification/update of detailed project description;
4. Approval from NMED on all construction plans and specifications;
5. Verification of 20% match requirement in the amount of \$361,520 (items that may be submitted to fulfill this include signed funding agreements (other than state), and minutes of the board

City of Hobbs
June 22, 2015
Page 2

- meeting in which action was taken to authorize the monies and the match component. The match requirement is separate from the loan component.);
6. Verification of loan repayment;
 7. All contingencies must be satisfied by September 30, 2015; and
 8. Any additional information requested by the NMFA Board or Water Trust Board.

The RTP process is necessary to make the funds available to you to complete the project. When all of the RTP criteria has been submitted, outside counsel for NMFA will draft the funding agreement and will then contact you for closing arrangements.

I will be your contact to receive the RTP information and work with you in attaining these funds, as well as your contact as the project develops. In the meantime, if you have any questions or need further assistance, please contact me at (505) 992-9648 or WTBAdmin@nmfa.net. I look forward to working with you.

Sincerely,



Angela Quintana
Senior Program Administrator

cc: Leo Wilson lwilson@hobbsnm.org

Enclosure: New Mexico Finance Authority Board Approval Write-Up and Draft Debt Schedule



City of Hobbs
Conservation, Treatment or Reuse
Water Trust Board

Application # 705 0339-WTB

A. EXECUTIVE SUMMARY

- 1. **Applicant:** Hobbs, City of NMFA Board Date June 25, 2015
 Lea County

- 2. **NMFA WTB Administrator:** Angela Quintana **Project:** Construction
 NMFA Financial Analyst: Zach Dillenback **Amount:** \$1,807,600

- 3. **Loan Description:**
 60% Grant: Water Project Fund grant in the amount of \$1,084,560
 40% Loan: Water Project Fund loan in the amount of \$723,040
 20% Required Match: \$361,520

- 4. **Compliance with WTB Project Management Policies:** Yes No

B. PROJECT

- 1. **Project Background:**
 Phase II-effluent reuse project consists of developing infrastructure to convey treated effluent waters from the Wastewater Reclamation Facility (WWRF) to Rockwind golf course, Harry McAdams park and Lovington Hwy Health trail. This funding will fully construct the Maham to Rockwind golf course.

- 2. **Timing:** June 2015

- 3. **Total Estimated Project Cost:**

SOURCES:	NMFA WTB Grant - 60%	\$1,084,560
	NMFA WTB Loan - 40%	\$723,040
	Local Match Funds	\$467,260
	Total Sources	\$2,274,860
USES:	Water Project Fund	\$1,807,600
	Other Public Funds	\$467,260
	Total Uses	\$2,274,860

- 4. **OSE Water Rights Verification:** YES NO N/A

5. Consulting Professionals

Engineer / Architect: Todd Randall-City of Hobbs Legal Counsel: Mike Stone-City of Hobbs
 Appraiser: _____ Financial Advisor: _____

C. FINANCING

1. Funding Structure

Grant Amount	\$1,084,560	60%	Term (years)	20yrs
Loan Amount	\$723,040	40%	Interest Rate	0.00%

2. Security

Pledge	NSR of Joint Utility Fund		
Historic Annual Revenues Generated	\$ 4,109,963	Minimum Coverage for all Debt	1.63x
Credit and Revenue Analysis	2012, 2013, & 2014 Audits; NMED Loan Docs		
<i>* All WTB Project Fund Loans will contain waivers for annual principal payments for hardship cases as determined annually by the Department of Finance.</i>			

Lien Status	Subordinate
Senior Lien	CWSRLF 001, Matures 3/2030
Parity Debt	250-WTB, Matures 6/2032; 316-WTB, Matures 6/2035

3. WTB Funding History / Hobbs

Project Type	Project #	Status	Grant Amt	Loan Amt	Total Amt	Maturity
Water Conservation	115-WTB	Complete	\$360,000	\$90,000	\$450,000	Paid Off
Water Conservation	250-WTB	Complete	\$1,979,232	\$1,319,488	\$3,298,720	6/2032
Water Conservation	316-WTB	Active	\$1,920,000	\$1,280,000	\$3,200,000	6/2035
Water Conservation	339-WTB	This Request	\$1,084,560	\$723,040	\$1,807,600	6/2035
			<u>\$5,343,792</u>	<u>\$3,412,528</u>	<u>\$8,756,320</u>	

D. READINESS TO PROCEED

Prior to funding of this application, the NMFA will require the City of Hobbs to submit or meet the following criteria:

1. Copy of detailed final cost estimates for project;
2. A monthly draw-down schedule of project expenditures;
3. Verification/update of detailed project description;
3. Approval from NMED on all construction plans and specifications;
4. Verification of 20% match requirement in the amount of \$361,520;
5. Verification of loan repayment;
6. All contingencies must be satisfied by September 30, 2015; and
7. Any additional information requested by the Water Trust Board or the NMFA.

SOURCES AND USES OF FUNDS

City of Hobbs
App#705(WTB), City of Hobbs, Water Project

Sources:

Bond Proceeds:	
Par Amount	723,040.00
	<hr/>
	723,040.00

Uses:

Project Fund Deposits:	
Project Fund	723,040.00
	<hr/>
	723,040.00

BOND SUMMARY STATISTICS

City of Hobbs
App#705(WTB), City of Hobbs, Water Project

Dated Date	12/01/2015
Delivery Date	12/01/2015
Last Maturity	06/01/2035
Arbitrage Yield	0.249852%
True Interest Cost (TIC)	0.249852%
Net Interest Cost (NIC)	0.250000%
All-In TIC	0.249852%
Average Coupon	0.250000%
Average Life (years)	10.322
Duration of Issue (years)	10.164
Par Amount	723,040.00
Bond Proceeds	723,040.00
Total Interest	18,658.96
Net Interest	18,658.96
Total Debt Service	741,698.96
Maximum Annual Debt Service	38,036.32
Average Annual Debt Service	38,035.84
Underwriter's Fees (per \$1000)	
Average Takedown	
Other Fee	
Total Underwriter's Discount	
Bid Price	100.000000

Bond Component	Par Value	Price	Average Coupon	Average Life
Bond Component	723,040.00	100.000	0.250%	10.322
	723,040.00			10.322

	TIC	All-In TIC	Arbitrage Yield
Par Value	723,040.00	723,040.00	723,040.00
+ Accrued Interest			
+ Premium (Discount)			
- Underwriter's Discount			
- Cost of Issuance Expense			
- Other Amounts			
Target Value	723,040.00	723,040.00	723,040.00
Target Date	12/01/2015	12/01/2015	12/01/2015
Yield	0.249852%	0.249852%	0.249852%

BOND DEBT SERVICE

City of Hobbs
App#705(WTB), City of Hobbs, Water Project

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service
06/01/2016	18,114	0.250%	903.80	19,017.80	19,017.80
06/01/2017	36,274	0.250%	1,762.32	38,036.32	38,036.32
06/01/2018	36,364	0.250%	1,671.63	38,035.63	38,035.63
06/01/2019	36,455	0.250%	1,580.72	38,035.72	38,035.72
06/01/2020	36,546	0.250%	1,489.58	38,035.58	38,035.58
06/01/2021	36,638	0.250%	1,398.22	38,036.22	38,036.22
06/01/2022	36,729	0.250%	1,306.62	38,035.62	38,035.62
06/01/2023	36,821	0.250%	1,214.80	38,035.80	38,035.80
06/01/2024	36,913	0.250%	1,122.75	38,035.75	38,035.75
06/01/2025	37,005	0.250%	1,030.47	38,035.47	38,035.47
06/01/2026	37,098	0.250%	937.95	38,035.95	38,035.95
06/01/2027	37,191	0.250%	845.21	38,036.21	38,036.21
06/01/2028	37,284	0.250%	752.23	38,036.23	38,036.23
06/01/2029	37,377	0.250%	659.02	38,036.02	38,036.02
06/01/2030	37,470	0.250%	565.58	38,035.58	38,035.58
06/01/2031	37,564	0.250%	471.90	38,035.90	38,035.90
06/01/2032	37,658	0.250%	377.99	38,035.99	38,035.99
06/01/2033	37,752	0.250%	283.85	38,035.85	38,035.85
06/01/2034	37,846	0.250%	189.47	38,035.47	38,035.47
06/01/2035	37,941	0.250%	94.85	38,035.85	38,035.85
	723,040		18,658.96	741,698.96	741,698.96

BOND SOLUTION

City of Hobbs
 App#705(WTB), City of Hobbs, Water Project

Period Ending	Proposed Principal	Proposed Debt Service	Existing Debt Service	Total Adj Debt Service	Revenue Constraints	Unused Revenues	Debt Serv Coverage
06/01/2016	18,114	19,018	1,989,241	2,008,259	3,305,275	1,297,016	164.58412%
06/01/2017	36,274	38,036	1,989,241	2,027,277	3,305,275	1,277,998	163.04010%
06/01/2018	36,364	38,036	1,989,241	2,027,277	3,305,275	1,277,998	163.04016%
06/01/2019	36,455	38,036	1,989,241	2,027,277	3,305,275	1,277,998	163.04015%
06/01/2020	36,546	38,036	1,989,241	2,027,277	3,305,275	1,277,998	163.04016%
06/01/2021	36,638	38,036	1,989,241	2,027,277	3,305,275	1,277,998	163.04011%
06/01/2022	36,729	38,036	1,989,241	2,027,277	3,305,275	1,277,998	163.04016%
06/01/2023	36,821	38,036	1,989,241	2,027,277	3,305,275	1,277,998	163.04014%
06/01/2024	36,913	38,036	1,989,241	2,027,277	3,305,275	1,277,998	163.04015%
06/01/2025	37,005	38,035	1,989,241	2,027,276	3,305,275	1,277,999	163.04017%
06/01/2026	37,098	38,036	1,989,241	2,027,277	3,305,275	1,277,998	163.04013%
06/01/2027	37,191	38,036	1,989,241	2,027,277	3,305,275	1,277,998	163.04011%
06/01/2028	37,284	38,036	1,989,241	2,027,277	3,305,275	1,277,998	163.04011%
06/01/2029	37,377	38,036	1,989,241	2,027,277	3,305,275	1,277,998	163.04013%
06/01/2030	37,470	38,036	1,989,241	2,027,277	3,305,275	1,277,998	163.04016%
06/01/2031	37,564	38,036	67,752	105,788	3,305,275	3,199,487	3124.43578%
06/01/2032	37,658	38,036	67,752	105,788	3,305,275	3,199,487	3124.43312%
06/01/2033	37,752	38,036		38,036	3,305,275	3,267,239	8689.89388%
06/01/2034	37,846	38,035		38,035	3,305,275	3,267,240	8689.98069%
06/01/2035	37,941	38,036		38,036	3,305,275	3,267,239	8689.89388%
	723,040	741,699	29,974,119	30,715,818	66,105,500	35,389,682	

Kathy Lord

From: Leo Wilson
Sent: Friday, August 07, 2015 11:34 AM
To: Kathy Lord
Cc: Tim Woomer; Mike Stone
Subject: Reso
Attachments: Hobbs 349-WTB.PDF

Hello Kathy,

The City's effluent reuse project has been approved for conditional funding under the 2015 Water Trust Fund. Attached is NMFA's memo of this funding including a list of items that City needs to submit prior to closing of the loan/grant.

For Items #5 & 6, Toby recommends that a resolution of fund authorization be developed for the Commission to vote upon. Can you help us with developing a resolution for this?

Thank you,

Leo Wilson, WWRF Supt

DISCUSSION



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: August 17, 2015

SUBJECT: DISCUSS AND SELECT PRIORITIES OF THE TOP 5 PROJECTS TO BE INCLUDED IN THE FY 2017-2021 INFRASTRUCTURE CAPITAL IMPROVEMENTS PLAN (ICIP).

DEPT. OF ORIGIN: Planning Division
DATE SUBMITTED: August 10, 2015
SUBMITTED BY: Kevin Robinson - Planning Department

Summary: The Fiscal Year 2017-2021 ICIP (Infrastructure Capital Improvements Plan) needs to be submitted to the NMDFA by September 8, 2015. The City Commission is requested to select the TOP 5 PROJECTS for inclusion within the Plan.

Last year, the Top 5 Projects were: #1 WWTP Effluent System; #2 Sewer Main Replacement Program; #3 Community Housing Projects; #4 Drainage Master Plan; and #5 Multi-Generational Recreation Center.

The City Staff has submitted a suggested priority list of projects to the Commission for the meeting discussion, additionally the Planning Board will also conduct a public meeting on August 18th to discuss the ICIP. The Final ICIP with all required attachments and priorities needs to be submitted to the Commission for approval at the September 7 Commission meeting.

Fiscal Impact:

Reviewed By: [Signature] Finance Department

The City will be financially impacted negatively if the ICIP is not approved and sent to the State, as the City will be ineligible for State grant funding for City projects. The City projects listed in the FY2017-2021 ICIP should also be included in the FY2017-2021 City budgets respectively.

Attachments: 2016 Planning Board Top 10 Recommendations & ICIP Project Summary. A copy of the complete Plan is available from the City Clerk if requested. Copies will be available at the meeting.

Legal Review:

Approved As To Form: [Signature] City Attorney

Recommendation:

Staff requests that the Commission discuss this issue & provide direction to select the Top 5 Priority Projects for this year's ICIP.

Approved For Submittal By:

[Signatures]
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
2017 ICIP Project List (For FY 2016 Legislature)

Planning Boards Recommendations
Top 10
2016 Priority List

WWTP Effluent System
Sewer Main Replacement Program
Community Housing Projects
Drainage Master Plan
Multi-Generational Recreation Center
WWRF Aerobic Digester Renovation
Southeast\Northwest Bypass
Taylor Ranch Park Improvements
Digital Controls
Public Safety Surveillance System

Italicized indicates Commissions Top 5 Priority List from last years ICIP.

Infrastructure Capital Improvement Plan FY 2017-2021

Hobbs Project Summary

ID	Year	Rank	Project Title	Category	Funded					Total Project Cost	Amount Not Yet Funded	Phases?	
					to date	2017	2018	2019	2020				2021
15693	2016	001	W/WTP Effluent Discharge System	Utilities (publicly-owned)	4,407,420	6,335,000	1,035,000	5,510,000	0	0	17,287,420	12,880,000	Yes
22423	2016	002	Sewer Main Replacement	Utilities (publicly-owned)	8,150,000	10,000,000	2,000,000	0	0	0	20,150,000	12,000,000	Yes
17022	2016	003	Community Housing Projects	Housing-Related Cap Infra	7,243,000	950,000	530,000	550,000	605,000	605,000	10,463,000	3,220,000	No
17615	2016	004	Drainage Master Plan	Storm/Surface Water Control	1,888,000	1,700,000	2,050,000	1,940,000	1,940,000	1,940,000	11,458,000	9,570,000	Yes
25544	2016	005	Multi-Purpose Recreation Center	Public Parks (local)	4,000,000	750,000	20,250,000	32,000,000	0	0	57,000,000	53,000,000	Yes
29585	2016	006	W/WRF Aerobic Digester Renovation	Wastewater	200,000	100,000	4,000,000	1,000,000	0	0	5,300,000	5,100,000	Yes
17012	2016	007	Southeast and Northwest Bypass	Highways/Roads/Streets/Bridges	783,000	900,000	400,000	5,300,000	10,000,000	0	17,383,000	16,600,000	Yes
26329	2016	008	Taylor Ranch Park Improvements	Public Parks (local)	4,000,000	6,800,000	2,700,000	3,400,000	1,700,000	9,700,000	28,300,000	24,300,000	Yes
27912	2016	009	Digital Controls	Public Safety Equipment/Bldgs	700,000	300,000	0	0	0	0	1,000,000	300,000	No
26431	2016	010	Public Safety Surveillance System	Public Safety Equipment/Bldgs	2,750,000	500,000	500,000	500,000	500,000	0	4,750,000	2,000,000	No
9673	2016	011	CDBG Annual Project	Highways/Roads/Streets/Bridges	0	530,000	530,000	530,000	530,000	530,000	2,650,000	2,650,000	Yes
12548	2016	012	Utility Extensions	Utilities (publicly-owned)	5,000,000	1,250,000	1,650,000	2,700,000	2,700,000	0	13,300,000	8,300,000	No
14775	2016	013	West Bender Widening Project & Drainage	Highways/Roads/Streets/Bridges	500,000	500,000	6,000,000	0	0	0	7,000,000	6,500,000	Yes
21077	2016	014	Joe Harvey Blvd Improvements	Highways/Roads/Streets/Bridges	8,500,000	3,100,000	3,050,000	1,100,000	0	0	15,730,000	7,230,000	No
21083	2016	015	Street Light Projects - Various	Lighting	1,300,000	550,000	550,000	175,000	300,000	0	2,875,000	1,575,000	Yes
18966	2016	016	South Hobbs Improvements	Highways/Roads/Streets/Bridges	0	500,000	500,000	500,000	500,000	500,000	2,500,000	2,500,000	No

Infrastructure Capital Improvement Plan FY 2017-2021

25058	2016	017	ADA Intersection Improvement Project	Highways/Roads/Streets/Bridges	0	500,000	500,000	500,000	500,000	500,000	2,500,000	2,500,000	Yes
25059	2016	018	Traffic Signal Upgrades	Highways/Roads/Streets/Bridges	0	600,000	500,000	500,000	500,000	500,000	2,600,000	2,600,000	Yes
25060	2016	019	Street Resurfacing	Highways/Roads/Streets/Bridges	20,000,000	2,000,000	1,000,000	1,000,000	1,000,000	0	25,000,000	5,000,000	No
25061	2016	020	Water Wells Program	Water Supply	800,000	550,000	600,000	550,000	500,000	0	3,000,000	2,200,000	No
25179	2016	021	Del Norte Park Expansion Area	Public Parks (local)	375,000	4,070,000	0	0	0	0	4,445,000	4,070,000	No
25063	2016	022	Street Sign Replacement	Highways/Roads/Streets/Bridges	1,000,000	500,000	500,000	500,000	0	0	2,500,000	1,500,000	No
21048	2016	023	Utility Line Rehab Project	Utilities (publicly-owned)	500,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,500,000	5,000,000	No
18972	2016	024	Traffic Study Update	Highways/Roads/Streets/Bridges	235,000	350,000	50,000	50,000	50,000	50,000	785,000	550,000	No
18976	2016	025	Major Thoroughfare Plan Implementation	Highways/Roads/Streets/Bridges	0	400,000	400,000	400,000	300,000	300,000	1,800,000	1,800,000	No
17209	2016	026	East Hobbs Drainage	Storm/Surface Water Control	0	375,000	375,000	0	0	0	750,000	750,000	No
26433	2016	027	Outdoor Range Phase II	Public Safety Equipment/Bldgs	0	400,000	0	0	0	0	400,000	400,000	No
15640	2016	028	Water Rights Acquisition	Water Rights	75,000	150,000	150,000	150,000	150,000	150,000	825,000	750,000	No
14425	2016	029	Residential Street Rehabilitation	Highways/Roads/Streets/Bridges	0	500,000	500,000	500,000	500,000	500,000	2,500,000	2,500,000	No
14435	2016	030	MAP Roadway Rehabilitation Projects	Highways/Roads/Streets/Bridges	0	600,000	600,000	600,000	600,000	600,000	3,000,000	3,000,000	No
14370	2016	031	Arterial COOP Project	Highways/Roads/Streets/Bridges	0	60,000	60,000	60,000	60,000	60,000	300,000	300,000	No
26331	2016	032	Municipal Recreational Facilities	Public Parks (local)	0	500,000	500,000	500,000	500,000	500,000	2,500,000	2,500,000	No
22675	2016	033	Municipal Vehicles and Equipment	Other	1,500,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	6,500,000	5,000,000	No
19288	2016	034	Central Street Improvements	Highways/Roads/Streets/Bridges	0	150,000	0	0	0	0	150,000	150,000	No
18983	2016	035	Caprock Street Improvements	Highways/Roads/Streets/Bridges	0	150,000	0	0	0	0	150,000	150,000	No
21082	2016	036	Apache Dr/Fowler St Utilities Extension	Utilities (publicly-owned)	0	456,000	440,000	0	0	0	896,000	896,000	Yes
17013	2016	037	Arterial Roadway Enhancement Projects	Highways/Roads/Streets/Bridges	0	500,000	500,000	500,000	500,000	500,000	2,500,000	2,500,000	No
21088	2016	038	Bike Routes Implementation	Highways/Roads/Streets/Bridges	0	200,000	100,000	0	0	0	300,000	300,000	No

Friday, August 7, 2015

HobbsICIP 06111

Infrastructure Capital Improvement Plan FY 2017-2021

26443	2016	039	RR Crossing Upgrades	Highways/Roads/Streets/Bridges	0	75,000	75,000	75,000	75,000	75,000	75,000	75,000	375,000	375,000	No
26441	2016	040	RR Improvement - Hobbs to Seminole	Transit	0	200,000	150,000	0	0	0	0	0	350,000	350,000	No
26447	2016	041	SR 18 Corridor - Safety / Congestion Improvements	Highways/Roads/Streets/Bridges	0	500,000	2,500,000	2,500,000	1,500,000	1,500,000	1,500,000	8,500,000	8,500,000	Yes	
26448	2016	042	HIAP Sewer Extension	Wastewater	0	250,000	2,750,000	500,000	0	0	0	3,500,000	3,500,000	No	
26535	2016	043	Manhole Repair Program	Utilities (publicly-owned)	0	75,000	75,000	75,000	75,000	75,000	75,000	375,000	375,000	No	
26439	2016	044	Citywide Wireless Internet	Other	0	2,500,000	0	0	0	0	0	2,500,000	2,500,000	No	
21091	2016	045	Concrete Intersections Program	Highways/Roads/Streets/Bridges	0	800,000	770,000	770,000	770,000	770,000	770,000	3,880,000	3,880,000	No	
21233	2016	046	Sanger St Improvements	Highways/Roads/Streets/Bridges	0	535,000	535,000	535,000	0	0	0	1,605,000	1,605,000	Yes	
28046	2016	047	West College Lane Realignment	Highways/Roads/Streets/Bridges	90,000	500,000	0	0	0	0	0	590,000	500,000	No	
26436	2017	001	Ambulance	Fire	0	0	200,000	200,000	0	0	0	400,000	400,000	No	
18969	2017	002	FEMA Map Update	Storm/Surface Water Control	0	0	125,000	25,000	25,000	25,000	25,000	200,000	200,000	No	
26430	2017	003	Jail Renovation	Public Safety Equipment/Bligs	150,000	0	2,000,000	0	0	0	0	2,150,000	2,000,000	No	
18977	2017	004	Fowler Street Improvements	Highways/Roads/Streets/Bridges	0	0	350,000	650,000	0	0	0	1,000,000	1,000,000	No	
28052	2017	005	Convergence of Turner and SR 18	Highways/Roads/Streets/Bridges	0	0	50,000	85,000	1,365,000	0	0	1,500,000	1,500,000	No	
28055	2017	006	Duel Left Turn Project	Highways/Roads/Streets/Bridges	0	0	750,000	0	0	0	0	750,000	750,000	No	
28057	2017	007	Dedicated Right Turns at Sanger and Turner	Highways/Roads/Streets/Bridges	0	0	90,000	365,000	0	0	0	455,000	455,000	No	
26434	2018	001	Aerial Class A Pumper	Fire	0	0	0	600,000	0	0	0	600,000	600,000	No	
14786	2018	002	South Grimes Street Rehabilitation	Highways/Roads/Streets/Bridges	0	0	0	1,520,000	5,500,000	0	0	7,020,000	7,020,000	No	
28053	2018	003	Industrial Frontage Road	Highways/Roads/Streets/Bridges	0	0	0	355,000	3,680,000	0	0	4,035,000	4,035,000	No	
28058	2018	004	Bensing South Projection	Highways/Roads/Streets/Bridges	0	0	0	950,000	0	0	0	950,000	950,000	No	

Friday, August 7, 2015

Hobbs/ICIP 06111

Infrastructure Capital Improvement Plan FY 2017-2021

15692	2019	001	Water System Improvements (North Reservoir)	Water Supply	0	0	0	0	0	3,000,000	2,000,000	5,000,000	5,000,000	No
14407	2019	002	Fowler Street Extension	Highways/Roads/Streets/Bridges	0	0	0	0	5,400,000	4,000,000	9,400,000	9,400,000	9,400,000	Yes
18979	2019	003	East Bender Improvements - Phase 2	Highways/Roads/Streets/Bridges	0	0	0	0	200,000	2,200,000	2,400,000	2,400,000	2,400,000	No
16997	2019	004	New Elevated Water Storage	Water Supply	0	0	0	0	3,000,000	0	3,000,000	3,000,000	3,000,000	Yes
28048	2019	005	Wildland Fire Apparatus	Fire	0	0	0	0	240,000	0	240,000	240,000	240,000	No

Number of projects:		63												
Funded to date:		74,146,424												
Year 1:		55,191,000												
Year 2:		64,920,000												
Year 3:		72,220,000												
Year 4:		50,765,000												
Year 5:		29,580,000												
Total Project Cost:		346,822,464												
Total Not Yet Funded:		272,675,968												
Grand Totals		74,146,424												



ACTION ITEMS



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: August 17, 2015

SUBJECT: MILLER ANNEXATION—FINAL ADOPTION OF ORDINANCE TO APPROVE THE MILLER ANNEXATION.

DEPT. OF ORIGIN: Planning Division
DATE SUBMITTED: August 10, 2015
SUBMITTED BY: Kevin Robinson – Planning Department

Summary: The Miller Annexation area contains 1.3728 +/- acres and is located northeast of the intersection of Apodaca and Grimes Street. The annexation is comprised of 1.3728 +/- acres of petitioned property. The annexation proposal was presented to the Planning Board at the February 17, 2015 meeting. After review the Planning Board recommended approval to the Commission with a 5-0 vote. The Commission authorized publication of the Ordinance on July 20, 2015.

Fiscal Impact:

Reviewed By: [Signature] Finance Department

The positive financial impact of GRT generated by the businesses located within the annexation should offset any expenses that the City will incur.

Attachments: Annexation Ordinance; Annexation Plat and Petition; and Planning Board Minutes.

Legal Review:

Approved As To Form: [Signature] City Attorney

Recommendation:

Staff recommends that the Commission consider approval of the Ordinance Accepting the Miller Annexation.

Approved For Submittal By:

[Signatures]
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
ORDINANCE NO. 1090

AN ORDINANCE CONSENTING TO THE MILLER ANNEXATION, WHICH IS PRESENTLY NOT INCLUDED IN THE CITY LIMITS, AS REQUESTED BY THE OWNERS OF THE MAJORITY OF PROPERTY, AND AS RECOMMENDED BY THE PLANNING BOARD.

WHEREAS, the owners of the majority of property have petitioned the City of Hobbs to annex to the City an area in Section 15, Township 18 South, Range 38 East, N.M.P.M Lea County, New Mexico , and containing 1.3728 +/- acres; and more particularly described as follows:

LEGAL DESCRIPTION

A tract of land located in the Northwest Quarter of the Southwest Quarter of Section 15, Township 18 South, Range 38 East, N.M.P.M., Lea County, New Mexico and being more particularly described as follows:

Beginning at a point being South 164.91 feet from the Northwest corner of the Southwest Quarter of said Section 15; Thence S.89°46'09"E., 362.64 feet; Thence S.00°05'24"W., 165.04 feet; Thence N.89°44'44"W., 362.38 feet; Thence North, 164.91 feet to the point of beginning and containing 1.3728 acres, more or less. The North 30.0 feet reserved for road and utility easements for Tract B". West 50.0 feet dedicated to the public for Road and Utility Easement.

WHEREAS, the properties are contiguous to the present corporate limits of the City, and the Petitioners comprise the majority of land owned within the annexation boundary; and

WHEREAS, the Planning Board conducted a Public Hearing on February 17, 2015 regarding the annexation, and after discussion of the proposal, the Planning Board unanimously recommended approval of the Annexation by a 5-0 vote; and

WHEREAS, The City Commission has determined that it is in the best interests of the City of Hobbs to annex such territory.

NOW, THEREFORE BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, as follows:

1. That the petitions requesting annexation of property in, which lands are presently outside of the City limits hereby is approved and such territories are shown and described upon the Annexation Plat attached as Exhibit A, which is incorporated herein, hereby is annexed to the City of Hobbs.
2. That the Hobbs City Clerk will file the Annexation Ordinance and Plat with the Lea County Clerk after approval by the City Commission.

PASSED, ADOPTED AND APPROVED this 17th day of August, 2015.

SAM D. COBB, MAYOR

ATTEST:

JAN FLETCHER, CITY CLERK

PETITION FOR ANNEXATION

COMES NOW, Mike Miller (PETITIONER), and petitions the governing body of the City of Hobbs for its consent by ordinance for the annexation of that portion of _____ to the City of Hobbs, more particularly described as follows:

REFER TO ATTACHED MAP & DEED

and Petitioner states in support of such Petition, pursuant to Section 3-7-17.1 of the New Mexico Statutes Annotated (1978) that:

1. The property petitioner wishes to be annexed and the real property is contiguous to the present municipal boundary of the City of Hobbs.

2. The petitioner is owner of a majority of the number of acres in the proposed annexation territory.

3. ~~An Annexation Plat is attached hereto showing the boundaries of the real property proposed for annexation and the relationship of such property to the present municipal boundaries of the City of Hobbs.~~

Petitioner:

M. Ke Miller

By:

[Signature]

Its:

President/Owner

Date

2-12-15





CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: August 17, 2015

SUBJECT: RESOLUTION TO APPROVE AND ADOPT THE LIHTC LOCAL CONTRIBUTION POLICY FOR FISCAL YEAR 2016.

DEPT. OF ORIGIN: Planning Division
DATE SUBMITTED: August 10, 2015
SUBMITTED BY: JJ Murphy - City Manager

Summary: The Low Income Housing Tax Credit Local Contribution Policy, as presented herein, will be made available to qualified developers within this industry. The Policy will be available, upon approval, prior to the NMMFA 9% LIHTC application submission deadline of January 31, 2016.

Fiscal Impact: Reviewed By: Deborah Corral, Finance Department

Approval of this resolution and adoption of this policy will cause the City to potentially incur an expense of 10% of the total development costs for low income housing developments that receive an allocation of tax credits from NMMFA. A budget adjustment will be requested as part of the 1st quarterly DFA budget adjustment in October to fund the estimated \$2.2 million initial cost of this project.

Attachments: Resolution, LIHTC Local Contribution Policy.

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

Recommendation: Staff recommends consideration of the Resolution to approve the LIHTC Local Contribution Policy attached hereto.

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

CITY OF HOBBS

RESOLUTION NO. 6336

A RESOLUTION TO APPROVE AND ADOPT THE LIHTC LOCAL CONTRIBUTION POLICY FOR FISCAL YEAR 2016.

WHEREAS, the City of Hobbs recognizes the need for an adequate supply of low income housing; and

WHEREAS, the City of Hobbs also recognizes the negative impacts that an inadequate supply of low income housing units has on the local and regional economy; and

WHEREAS, the City of Hobbs finds that the production of low income housing units is in the best interest of the Municipality.

NOW, THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the City of Hobbs hereby approves and adopts the LIHTC Local Contribution Policy for fiscal year 2016, as attached hereto and made part of this resolution.

PASSED, ADOPTED AND APPROVED this 17th day of August, 2015

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

2016 LIHTC Local Contribution Policy

The City of Hobbs eagerly anticipates the current funding cycle of 9% Low Income Housing Tax Credits to stimulate additional units within Hobbs.

The City of Hobbs has long recognized the chronic, urgent nature of this problem and is fully committed to partner with qualified Developers in the solution.

As such we are issuing the following statement for all interested developers to assist in preparation of 9% LIHTC proposals for projects in our City.

1. The City of Hobbs will support multiple proposals from multiple developers, to maximize our chance of getting a LIHTC approved project(s).
2. The City may provide a local contribution, in the form of development funds, not to exceed 10% of the total development cost, to qualified developers provided the developer agrees to an extended use term of at least 45 years of affordability.
3. In the event the municipality receives multiple proposals from qualified developers requesting a local contribution, proposal(s) offering the greatest rate of return for the public contribution may receive a local contribution not to exceed 10% of TDC. Rate of return will be calculated based on the following formula:

$$\frac{((\text{Market Rate Rent} - \text{Subsidized Rent}) * \text{Term})}{\text{Municipal Contribution}}$$

Municipal Contribution

We stand ready to assist each developer and encourage interested parties to contact the City Planning Department with any questions.

Note: Market Rate Rent assumptions, for the purposes of ROI calculations, is \$1.00 per square foot of heated/cooled rentable area.



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: August 17, 2015

SUBJECT: RESOLUTION TO APPROVE AND ADOPT THE MARKET RATE MULTI-FAMILY AND SINGLE FAMILY UNIT PRODUCTION MUNICIPAL INFRASTRUCTURE REIMBURSEMENT INCENTIVE PROGRAM FOR FISCAL YEAR 2016.

DEPT. OF ORIGIN: Planning Division
DATE SUBMITTED: August 10, 2015
SUBMITTED BY: JJ Murphy - City Manager

Summary: The Market Rate Multi-family & Single family Unit Production Incentive Program, as presented herein, is based upon past Development Agreements approved by the Commission, and reflect those tenants within past DA's that Staff feels were deemed desirable by the Commission.

RFP #440-11 was published on November 10, 2011 advertising to the Development Community the Municipalities need for Multi-Family housing. The first Development Agreement in response to RFP #440-11 was approved on February 21, 2012 and subsequently a total of \$3,472,886.06 has been appropriated towards Development Agreements incentivizing the production of Market Rate Housing valued at approximately \$82,295,000.00 (incentive = 4.22% +/- of total value) by participating in the installation of Municipal infrastructure. When all amounts allocated above are fully disbursed the community will have added 757 new Multi-family Housing Units.

RFP #443-12 incentivizing the production of Market Rate Single Family housing was published on June 5, 2012. Although the Commission has appropriated \$1,935,805.00 towards Development Agreements to produce less than 200 units of this type of housing actual disbursements have totaled \$1,338,000.00 producing 141 units of new single family housing.

Fiscal Impact:

Reviewed By: [Signature] Finance Department

Approval of this resolution and adoption of this incentive program will cause the City to potentially incur a maximum expense of \$1,000,000.00 for Market Rate Multi-family and Single Family unit production within the 2016 fiscal year. Individual Development Agreements will be presented to the Commission for consideration in order to encumber expenses. A reclassification of budget within the general fund will be made to cover these expenses. \$600,000 will be added to Single Family Housing and \$400,000 will be added to Multi Family Housing.

Attachments: Resolution, Incentive Programs.

Legal Review:

Approved As To Form: [Signature] City Attorney

Recommendation:

Staff recommends consideration of the Resolution to approve the Incentive Program attached hereto.

Approved For Submittal By:

Department Director

[Signature] City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

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

CITY OF HOBBS

RESOLUTION NO. 6337

A RESOLUTION TO APPROVE AND ADOPT THE MARKET RATE MULTI-FAMILY AND SINGLE FAMILY UNIT PRODUCTION MUNICIPAL INFRASTRUCTURE REIMBURSEMENT INCENTIVE PROGRAM FOR FISCAL YEAR 2016.

WHEREAS, the City of Hobbs recognizes the need for an adequate supply of market rate rental and single family housing units; and

WHEREAS, the City of Hobbs also recognizes the negative impacts that an inadequate supply of market rate rental and single family housing units has on the local and regional economy; and

WHEREAS, the City of Hobbs finds that the production of market rate rental and single family housing units is in the best interest of the Municipality.

NOW, THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the City of Hobbs hereby approves and adopts the market rate multi-family and single family unit production municipal infrastructure reimbursement incentive program for fiscal year 2016, as attached hereto and made part of this resolution.

PASSED, ADOPTED AND APPROVED this 17th day of August, 2015

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

2016 - Market Rate Multi-Family & Single Family Unit Production

Municipal Infrastructure Reimbursement - Incentive Program

Program Highlights:

1. **Yearly Program Budget:** City Commission will determine funding levels for this program and may increase or decrease levels from time to time.
2. **Development Agreement:** Each encumbrance to the budget will be supported by a Commission approved Development Agreement.
3. **Incentives** are available for installed public municipal infrastructure only. Development Agreement must be in place prior to Municipal Acceptance of infrastructure. Existing Developments that have received DA's prior to 2016 are eligible through 12/31/2016.
 - a. Incentive not to exceed per square footage basis:
 - i. \$5.00 per sq. ft. north of Sanger
 - ii. \$10.00 per sq. ft. south of Sanger
 - iii. Calculation based on living area only
 - b. Incentive not to exceed per unit basis:
 - i. \$5,000.00 per single family unit
 - ii. \$2,500.00 per multi-family unit
 - c. Incentive not to exceed fair share per linear foot of infrastructure basis:
 - i. \$90.00 per lineal front footage of complete public infrastructure installed, and further broken down as follows:
 1. **Water** (\$12.50 / lf):
 - a. Twelve dollars fifty cents (\$12.50) per equivalent front foot of lot to which water service is provided (8" minimum service single family & 10" minimum service for multi-family);
 2. **Sewer** (\$17.50 / lf):
 - a. Seventeen dollars fifty cents (\$17.50) per equivalent front foot of lot to which sewer service is provided (8" minimum service single family & 10" minimum service for multi-family);
 3. **Street** (\$45/ lf):
 - a. Forty five (\$45) per equivalent front foot of lot to which street is provided (built to Minor Residential standards as promulgated within the City of Hobbs Major Thoroughfare Plan);
 4. **Sidewalk**:
 - a. Fifteen (\$15) per equivalent front foot of lot to which sidewalk (includes driveway with ADA accessible path) is provided;
4. **Development Agreement:** Incentive not to exceed \$200,000.00 per Development Agreement. A Developer holding an active incentive DA shall be required to complete no less than 75% of the DA prior to being a party to a new Incentive Development Agreement.
5. **Time of Disbursement:** Funds to be disbursed after issuance of Certificate of Occupancies per unit.

**NOTE: Infrastructure proposed to be installed that is deemed to be oversized may require a separate Development Agreement approved by the Commission, outside of this program, as per the City of Hobbs Utility Service Policy Article III, B-6.*



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: August 17, 2015

SUBJECT: CONSIDER APPROVAL OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF HOBBS AND NEW MEXICO JUNIOR COLLEGE (NMJC) FOR USE, ACCESS AND PARTICIPATION OF NMJC's MEN'S GOLF TEAM AT ROCKWIND COMMUNITY LINKS.

DEPT. OF ORIGIN: Parks and Recreation / Legal
DATE SUBMITTED: August 11, 2015
SUBMITTED BY: Doug McDaniel, Parks & Recreation Director & Linda Howell, Rockwind Community Links General Manager/PGA Golf Professional

Summary:

Previously, the City Commission approved MOU's between the City of Hobbs and Hobbs Municipal Schools and the University of the Southwest for use, access and participation of their golf teams at Rockwind Community Links. The New Mexico Junior College Men's Golf Team previously used the Ocotillo Park Golf Course as their home course and has requested access at Rockwind Community Links Golf Course for their Men's Golf Team.

The City of Hobbs is proposing to provide NMJC with practice space three days per week during the school year on the driving range, access to the Par 3 Course and 18 Hole Course and one (1) tournament per year, for the Men's Golf Program. The City will provide access for 15 NMJC Men's Team golfers.

NMJC is willing to compensate the City of Hobbs for use of Rockwind Community Links, as follows:

- \$200 per semester for each golfer
- \$3 to play the 18 Hole Course outside of practice times (if space is available); there will be no charge to play the course during practice times (if space is available)
- \$16 per person to rent a cart for 18 holes with a valid driver's license; Coaches will have the complimentary use of two golf carts during practice times
- \$10 per participant for all non-NMJC golfers during the one (1) tournament that will be hosted
- There will be no fees charged for range balls
- There will be no fees charged to play the Par 3 Course at any time (if space is available)

Fiscal Impact

Reviewed by: 
Finance Department

The City of Hobbs will receive revenue of \$3,000 per semester (\$6,000 per academic year) if there are fifteen golfers on the NMJC Men's Golf Team. Additional revenue will be generated dependent on the number 18 Hole Course greens fees, cart fees and tournament participants.

Attachments: Copy of Memorandum of Understanding Between New Mexico Junior College and the City of Hobbs (executed by NMJC)

Legal Review:

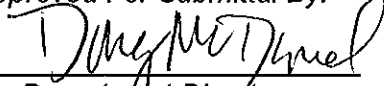
Approved As To Form:

City Attorney

Recommendation:

Staff recommends that the Commission approve the Memorandum of Understanding Between New Mexico Junior College and the City of Hobbs.

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. _____

**MEMORANDUM OF UNDERSTANDING BETWEEN
THE NEW MEXICO JUNIOR COLLEGE AND THE
CITY OF HOBBS**

This Memorandum of Understanding is made this _____ day of March, 2015, by and between the City of Hobbs (hereinafter "CITY") and the New Mexico Junior College (hereinafter "NMJC").

PURPOSE

The purpose of this agreement is to establish guidelines for the usage, access, and participation of NMJC's Golf Team at Rockwind Community Links, which is property of CITY. CITY and NMJC aim to promote a working relationship between each to achieve the best results for the community. CITY and NMJC agree to cooperate as outlined in this Memorandum of Understanding.

DUTIES

I. CITY DUTIES

CITY will ensure the following obligations are met:

- A. CITY will provide practice space at Rockwind Community Links for NMJC's Golf Team three days a week during the school year.
- B. CITY will determine the practice space available on a daily basis as determined at the sole discretion of the Rockwind Community Links General Manager.
- C. CITY will provide practice space for up to fifteen (15) members from NMJC's Team per practice.
- D. CITY will provide a maximum of two (2) carts for the coaches' use at practice based on availability. Keys to said carts are to be picked up from and returned to the Golf Shop Staff.
- E. CITY will provide access for tee times on the 18-hole course and/or the Par 3 course during practice times, if such space is available.
- F. CITY will provide access to Rockwind Community Links for one (1) Collegiate Tournament per year. The following tournament rates will apply:
 - 1. All outside participants each shall pay a fee of \$10.00.

- G. CITY will provide daily access for "personal practice" to a maximum of fifteen (15) members of NMJC's Golf Team. The following rates will apply:
 - 1. Members will receive complimentary range balls;
 - 2. Members with a valid driver's license may rent a cart for \$16.00 per person;
 - 3. Members may play the 18-hole course for a fee of \$3.00;
 - 4. Members may play the Par 3 course for no charge.
- H. CITY will manage availability of driving range space and tee times for "personal practice" for members of NMJC's Golf Teams.
- I. CITY shall reserve the right to permanently dismiss members and/or coaches from Rockwind Community Links for damage intentionally inflicted to and/or theft of CITY property.

II. NMJC DUTIES

NMJC will ensure the following obligations are met:

- A. NMJC will provide CITY with a list of all Golf Team members at the commencement of each semester. Players not listed will not be offered the privileges entailed herein;
- B. NMJC will ensure that all Golf Team members and coaches check in with the golf shop prior to playing either the 18-hole course or the Par 3 course. NMJC further understands that failure to abide by this requirement will result in dismissal of non-compliant individuals.
- C. NMJC will ensure that all Golf Team members and coaches are appropriately dressed in golf attire at all times while playing/practicing at Rockwind Community Links. The following list shall serve as a guideline for attire:
 - 1. Collared shirts are required;
 - 2. Tennis shoes or golf shoes are required;
 - 3. Cut-off shirts are unacceptable;
 - 4. Cut-off shorts are unacceptable;
 - 5. Denim clothing is unacceptable;
 - 6. T-shirts are unacceptable.

- D. NMJC will ensure best practices and reasonable care are exercised in use and daily upkeep of Rockwind Community Links.
- E. NMJC will ensure that all Golf Team members and coaches sand divots on the range and fix ball marks following practice.
- F. NMJC will schedule all qualifying events in which tee times will be required at least one (1) week prior to the event.
- G. NMJC will ensure that all Golf Team members and coaches act in a manner that is respectful to Rockwind Community Links course, facility, staff members, and other guests. NMJC understands that any violation will result in possible dismissal from the program and, depending on the severity of each violation; the violators may be permanently banned from Rockwind Community Links.
- H. NMJC will provide \$200 per member each semester to CITY prior to the commencement of the program. Members who are added mid-semester will be charged the full \$200 when added.

MERGER OF AGREEMENT

This agreement incorporates all agreements, covenants, and understandings between the parties hereto concerning the subject matter hereof, and all such covenants, agreements, and understandings have been merged into this Agreement. No prior statements, representations, promises or agreement of understanding, verbal or otherwise, of the parties or their agents shall be valid or enforceable unless embodied in the Agreement.

SOVEREIGN IMMUNITY

The City of Hobbs and the New Mexico Junior College, and their public employees (as defined in the New Mexico Tort Claims Act), do not waive sovereign immunity, do not waive any defense(s), and/or do not waive any limitation(s) pursuant to the New Mexico Tort Claims Act. No provision in the Agreement modifies and/or waives any provision of the New Mexico Tort Claims Act as it relates to the City and NMJC, and their public employees.

LIABILITY

Each party agrees to bear liability and responsibility for the negligent, reckless or deliberate acts or omissions of their own officers and employees, as limited by the New Mexico Tort Claims Act.

THIRD PARTY BENEFICIARIES

It is specifically agreed between the parties executing the Agreement that it is not intended by any of the provisions of any part of the Agreement to create in the public or any member thereof, a third party beneficiary, or to authorize anyone not a party to the Agreement to maintain, pursuant to the provisions of the Agreement, a suit of any nature, including but not limited to suits alleging wrongful death, bodily and/or personal injury to person(s), damages to property(ies), and/or any cause of action.

INSURANCE

Both the City of Hobbs and the New Mexico Junior College will maintain liability insurance or qualify as a self-insured entity, as required by law.

TERM

This Memorandum of Understanding shall continue in full force and effect for two (2) years, or until both parties mutually agree in writing otherwise. Either side may terminate this agreement with thirty (30) days advanced written notice.

SEVERABILITY

If any provision of this Memorandum of Understanding is found to be invalid or unenforceable for any reason, the remaining provisions will continue to be valid and enforceable. If a court finds that any provision of this Memorandum of Understanding is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision will be deemed to be written, construed, and enforced as so limited.

GOVERNING LAW

This Memorandum of Understanding shall be construed in accordance with the laws of the State of New Mexico.

EFFECTIVE DATE

This Memorandum of Understanding shall be in full force and effect upon execution and approval of the parties hereto.

NEW MEXICO JUNIOR COLLEGE

BY: Steve McCleery
Steve McCleery
President

Date: June 18, 2015

CITY OF HOBBS

BY: _____
Sam Cobb
Mayor

Date: _____

BY: _____
J.J. Murphy
City Manager

Date: _____

Approved as to Form:

By: Michael H. Stone
Michael H. Stone
City Attorney

Date: 8/11/15

By: Scotty Adelman
Attorney for New Mexico Junior College

Date: 8/11/2015