

# Commission Meeting Agenda



## *Mayor*

Samuel D. Cobb

## *City Commission*

Marshall R. Newman

Jonathan Sena

Patricia A. Taylor

Joseph D. Calderón

Garry A. Buie

John W. Boyd

## *City Manager*

J. J. Murphy

*December 7, 2015*



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

**Monday, December 7, 2015 - 6:00 p.m.**

Sam D. Cobb, Mayor

Marshall R. Newman  
Commissioner - District 1

Jonathan Sena  
Commissioner - District 2

Patricia A. Taylor  
Commissioner - District 3

Joseph D. Calderón  
Commissioner - District 4

Garry A. Buie  
Commissioner - District 5

John W. Boyd  
Commissioner - District 6

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**A G E N D A**

*City Commission Meetings are  
Broadcast Live on KHBX FM 99.3 Radio*

**CALL TO ORDER AND ROLL CALL**

**INVOCATION AND PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

1. Minutes of the November 16, 2015, Regular Commission Meeting

**PROCLAMATIONS AND AWARDS OF MERIT**

2. Proclamation Proclaiming December 7, 2015, as "Hobbs Eagles Day" in Recognition of the Outstanding Accomplishments of the 2015 Hobbs Eagles Boys Cross Country Team

**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. 6385 - Authorizing an Agreement with the New Mexico Department of Transportation Relating to the Following Projects *(Captain Michael Walker)*
  - End Driving While Impaired ("ENDWI") - \$20,724.00;
  - Buckle Up ("BKLUP")/Click it or Ticket ("CIOT") - \$8,000.00;
  - 100 Days and Nights of Summer ("100 Days") - \$5,024.00; and
  - Distracted Driving ("DNTXT") - \$9,970.00
4. Consideration and Approval of a Recommendation for Acquisition of a Painting for the Hobbs Public Library *(Mike Stone)*

**DISCUSSION**

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

5. Resolution No. 6386 - Authorizing Removal of Accounts Receivable Determined to be Uncollectible for the Period of January 1, 2011, through December 31, 2011, Resulting from Water, Garbage and Sewer Services in the Total Amount of \$51,211.98 *(Tim Woomer)*
6. Consideration of Approval of Authorization Letter No. 3 for RFP No. 464-15 to BRS (Barker Rinker Seacat Architecture) for Professional Architecture and Design Services for the New Health Wellness and Learning Center *(J. J. Murphy)*
7. Resolution No. 6387 - Approving an Affordable Housing Funding Commitment and Letter of Financial Support to Tierra Realty Trust for a Proposed Affordable Housing Complex to be Located Southwest of the Intersection of Yeso and Jefferson (Phase 2 of Playa Escondida) and the Acquisition and Rehabilitation of the Bel Aire Apartments Located at 2021 North Jefferson *(Kevin Robinson)*
8. Consideration of Approval of Bid No. 1537-16 for Del Norte Pump Station Improvements Project and Recommendation to Accept the Bid of File Construction, LLC, in the Amount of \$568,453.00 *(Tim Woomer)*

**COMMENTS BY CITY COMMISSIONERS, CITY MANAGER**

9. Next Meeting Date:

- ▶ Regular Meeting - *Monday, December 21, 2015*, at 6:00 p.m.

**ADJOURNMENT**

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



# CITY OF HOBBS

## COMMISSION STAFF SUMMARY FORM

MEETING DATE: December 7, 2015

**SUBJECT:** City Commission Meeting Minutes

DEPT. OF ORIGIN: City Clerk's Office  
DATE SUBMITTED: December 2, 2015  
SUBMITTED BY: Jan Fletcher, City Clerk

**Summary:**

The following minutes are submitted for approval:

- ▶ Regular Meeting of November 16, 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, November 16, 2015, in the City Commission Chamber, 200 East Broadway, 1<sup>st</sup> 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 Patricia A. Taylor  
Commissioner Joseph D. Calderón  
Commissioner Garry A. Buie  
Commissioner John W. Boyd

Also present:

J. J. Murphy, City Manager  
Mike Stone, City Attorney  
Chris McCall, Police Chief  
Eric Enriquez, Fire Chief  
Barry Young, Deputy Fire Chief  
Shawn Williams, Fire Marshal  
Paul Thompson, Fire Captain  
Mark Ray, Fire Captain  
Raymond Bonilla, Community Services Director  
Freddie Salgado, Animal Adoption Center Superintendent  
Art De La Cruz, Code Enforcement Superintendent  
Ron Roberts, Information Technology Director  
Toby Spears, Finance Director  
Tanya Sanchez, Accounting Operations Supervisor  
Todd Randall, City Engineer  
Tim Woomer, Utilities Director  
Doug McDaniel, Parks and Recreation Director  
Matt Hughes, Golf Superintendent  
Meghan Mooney, Director of Communications  
Nikki Sweet, Human Resources Director  
Nicholas Goulet, Benefits and Safety Coordinator  
Ronny Choate, General Services Director  
Sandy Farrell, Library Director  
Jacque Pennington, Hobbs Express Transportation Supervisor  
Audrey Likins, Assistant Hobbs Express Transportation Supervisor  
Ann Betzen, Executive Assistant/Risk Manager  
Mollie Maldonado, Deputy City Clerk  
Jan Fletcher, City Clerk  
16 citizens

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

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

### **Approval of Minutes**

Commissioner Boyd moved that the minutes of the regular meeting held on November 2, 2015, be approved as presented. Commissioner Newman seconded the motion and the vote was recorded as follows: Newman yes, Sena yes, Taylor yes, Calderón yes, Buie yes, Boyd yes, Cobb yes. The motion carried.

Commissioner Boyd moved that the minutes of the special joint session held on October 29, 2015, be approved as presented. Commissioner Newman seconded the motion and the vote was recorded as follows: Newman yes, Sena yes, Taylor yes, Calderón yes, Buie yes, Boyd yes, Cobb yes. The motion carried.

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

Proclamation Proclaiming November 28, 2015, as "Small Business Saturday". Mayor Cobb proclaimed November 28, 2015, as "Small Business Saturday" and encouraged citizens to support small businesses and merchants throughout the year.

### **Public Comments**

Mr. Nick Maxwell requested clarification on "Date of Receipt of Planning Board Packet" that is listed on the City's website under the Planning Board Calendar for Calendar Year 2015.

In response to Mayor Cobb's question, Ms. Jan Fletcher, City Clerk, stated that State law requires that the City post meeting agendas 72 hours prior to the meeting.

Mr. Maxwell stated he would prefer a week's advance notice of Planning Board meeting to review the packet. Mr. Murphy stated he will have a discussion with City Engineering staff to see if that is a possibility. Mr. Murphy continued stating the Planning Board packets contain a large quantity of information for Board members to review and there may not be ample time to compile the packet. Mr. Mike Stone, City Attorney, agreed.

After a short discussion, Mayor Cobb clarified that the time frame on the Planning Board Calendar for date of receipt of Planning Board packet needs to be revised to read 72 hours rather than a week in advance.

## **CONSENT AGENDA**

There were no items presented for the consent agenda.

## **Discussion**

Update on Status of WIPP. Mayor Cobb recognized Mr. Philip Breidenbach, Nuclear Waste Partnership President and Project Manager, and Ms. Rose Scott with WIPP. Mr. Breidenbach expressed appreciation to the City for its support of the WIPP. He reviewed his credentials with nuclear facility operating management. Mr. Breidenbach stated the facility has closed 120 of 143 findings of incidents. He stated WIPP management are focusing on cultural change with new values and expectations of leaders who operate the facility. Mr. Breidenbach stated the WIPP facility will be in operations in 2016.

The City Commissioners thanked Mr. Breidenbach for the update on the status of WIPP.

## **Action Items**

Resolution No. 6382 - Proclaiming a Regular Municipal Election on Tuesday, March 1, 2016, for the Position of Mayor and City Commissioners for Districts 1, 2 and 3 for Four-Year Terms. Ms. Jan Fletcher, City Clerk, stated a regular municipal election will be held on Tuesday, March 1, 2016, and persons shall be elected to fill the following elective offices:

- One Mayor, elected at large, for a four-year term
- One Commissioner from District 1 for a four-year term
- One Commissioner from District 2 for a four-year term
- One Commissioner from District 3 for a four-year term

Ms. Fletcher stated there are no questions on the ballot for consideration by the voters. She stated the important dates of interest in the resolution are as follows:

- January 5, 2016 - Candidate Filing Day
- January 12, 2016 - Write-In Candidate Filing Day
- January 26, 2016 - First Day for Absentee Voting
- February 2, 2016 - Voter Registration Closes with the Lea County Clerk
- February 10, 2016 - First Day for Early Voting Using Electronic Vote Tabulators



- February 26, 2016 - Last Day for Issuance of Absentee Ballots and Early Voting
- March 1, 2016 - Election Day

Ms. Fletcher stated all of the precincts have been consolidated and four Voting Convenience Centers (VCC) have been secured for the election as follows:

- City Hall Annex, 1<sup>st</sup> Floor, 200 East Broadway
- Teen Center, 600 West Alto
- Hobbs Municipal Schools Training Center, 2110 East Sanger
- Lea County Event Center, 5101 Lovington Highway
- Absentee - City Clerk's Office, 200 East Broadway
- Early - City Clerk's Office, 200 East Broadway

Ms. Fletcher stated this will be the first election that Voter Photo Identification will be implemented and that the Clerk's Office has the equipment available to issue the cards to the public.

In response to Ms. Helen Houston, Ms. Fletcher stated a voter does not need a Voter Photo Identification card if they already have a photo identification card. Ms. Fletcher further stated the Clerk's Office will hold a workshop at the City's Senior Center for applicants to sign up for a Voter Photo Identification cards.

Commissioner Boyd moved that Resolution No. 6382 be adopted as presented. Commissioner Newman seconded the motion and the vote was recorded as follows: Newman yes, Sena yes, Taylor yes, Calderón yes, Buie yes, Boyd yes, Cobb yes. The motion carried. Copies of the resolution and supporting documents are attached and made a part of these minutes.

Resolution No. 6383 - Authorizing Modification of the Hobbs Express Fixed Route Bus Service. Ms. Fletcher introduced Ms. Jacque Pennington, Hobbs Express Transportation Supervisor, and Ms. Audrey Likins, Assistant Hobbs Express Transportation Supervisor. Ms. Fletcher stated the Hobbs Express proposes to modify the fixed routes to increase ridership and provide additional service for passengers. She stated by doing so, Hobbs Express hopes to make it easier to use the system and improve the overall effectiveness of the transit system. Ms. Fletcher stated routes were first established and started running in October of 2006. There have been two slight modifications since that time. She stated the fixed bus routes consist of three routes: Blue, Red and Green routes. These three routes make 10 rounds per day, traveling approximately 13,550 miles per month and transporting approximately 4,900 to 6,000 passengers per month. She stated the highest trip generators are the Hobbs Apartments and Broadway Apartments, large apartment

complexes, and big retail stores such as Wal-Mart, Broadmoor Mall, and K-Mart. Ms. Fletcher stated that currently for riders to get from the Hobbs Apartments to Wal-Mart, they have to make a transfer at the Hobbs Express Office. This makes for a long trip to get to their destination and to get back home. Ms. Fletcher stated Hobbs Express is proposing to restructure the routes so that it will only take one trip for a rider to go from these stops to Wal-Mart. She stated the proposed route restructuring concentrates on transporting the passengers from the largest trip generators in the shortest, most-efficient means possible. Ms. Fletcher stated the restructuring will also include stops at the new Leaf Apartments on Marland and at the new Playa Escondida Apartments on Yeso, Hastings, the Nor Lea Clinic on Dal Paso, and two stops at the new Health, Wellness and Learning Center when it opens.

Ms. Fletcher stated, in addition to the route modification, Hobbs Express is also proposing a new Rapid Line. The Rapid Line will operate Monday through Friday from 10:30 a.m. to 4:30 p.m. Ms. Fletcher stated this bus will run in the opposite direction of the routes. The Rapid Line will continue to operate during the High Demand Route to the Boys and Girls Club each day when the fixed routes temporarily pause. She stated it will continue to run during this time transporting riders in a quicker time. Ms. Fletcher stated the Rapid Line will only serve the highest trip generators. This means that riders will no longer have extended waiting periods during the High Demand Route. She stated these changes will also include using the new GIS mapping system compiled by Mr. Terrance Staggs from the Engineering Department. This will greatly increase rider convenience and information. Ms. Fletcher stated Hobbs Express proposes that the route changes become effective December 1, 2015, and is proposing that all route fares in December be free to allow passengers an opportunity to transition to the route changes and to market the service.

There being no discussion, Commissioner Boyd moved that Resolution No. 6383 be adopted as presented. Commissioner Newman seconded the motion and the vote was recorded as follows: Newman yes, Sena yes, Taylor yes, Calderón yes, Buie yes, Boyd yes, Cobb yes. The motion carried. Copies of the resolution and supporting documents are attached and made a part of these minutes.

Mayor Cobb and the Commission wished Ms. Fletcher a Happy Birthday.

Consideration of Approval of the Purchase of a Rescue/Pumper Fire Apparatus from Smeal Apparatus Company in the Amount of \$562,619.00 Utilizing the HGAC Cooperative Purchasing Agreement. Fire Chief Eric Enriquez recognized Fire Department staff as follows: Mr. Barry Young, Assistant Fire Chief, Mr. Paul Thompson, Fire Captain, Mr. Mark Ray, Fire Captain, Mr. Shawn Williams, Fire Marshal and Mr. Jim Bob Marshall, Driver Engineer. Fire Chief Enriquez stated a

reliable firefighting apparatus is one of the most important capital assets for the Fire Department. He stated the fire apparatus fleet must be maintained in the highest state of readiness to respond to emergencies. Fire Chief Enriquez stated the efficiency and safety perspective of our fleet is always taken into consideration; therefore, the Fire Department seeks to replace the 1996 Smeal Heavy Rescue and the 1997 Pierce International 4900 pumper, with a new Rescue/Structural Combination Apparatus. He stated by combining the two apparatus HFD will consolidate the equipment, lower operating cost and vehicle replacement cost. Fire Chief Enriquez stated existing equipment from both replaced units will be utilized with only minimal new equipment required for this unit to be put into service

There being no further discussion, Commissioner Boyd moved to approve the purchase from Smeal Apparatus Company in the amount of \$562,619.00 for a rescue/pumper fire apparatus as presented. Commissioner Sena seconded the motion and the vote was recorded as follows: Newman yes, Sena yes, Taylor yes, Calderón yes, Buie yes, Boyd yes, Cobb yes. The motion carried. Copies of the supporting documents are attached and made a part of these minutes.

Consideration of Approval of the Purchase of a Precast Restroom for the Martin Luther King Soccer Complex from AES Precast Concrete Building Systems Through an Approved GSA Contract. Mr. Ronny Choate, General Services Director, stated the City is requesting to purchase a precast restroom to be installed at the Martin Luther King Soccer Complex. He stated the total cost for the restroom including delivery and placement will be \$69,550.00. Mr. Choate stated other scope of work includes the footing system, plumbing and electrical connections which will be done by local contractors. He stated a larger upgrade project, in the future, for the Soccer Complex includes the construction of about 100 additional paved parking spaces on the Northeast side of the complex. Mr. Choate stated lighting improvements to the are also planned with this project. He stated 30 existing poles are to be retrofitted with LED lighting to improve lighting for the trail and the proposed parking area. Mr. Choate stated the budgeted amount is \$297,862.00 which is expected to cover all planned improvements. He stated there are currently approximately 1,800 children that participate in the sport of soccer.

In reply to Commissioner Boyd's question, Mr. Choate stated the existing poles will be utilized for the LED upgrade. He also stated the restrooms will be similar to the ones that are installed at the splash pads and Rockwind Community Links.

There being no further discussion, Commissioner Boyd moved to approve the purchase from AES Precast Concrete Buildings Systems in the amount of \$69,550.00 for a precast restroom for the Martin Luther King Soccer Complex as presented. Commissioner Buie seconded the motion and the vote was recorded as follows: Newman yes, Sena yes, Taylor yes, Calderón yes, Buie yes, Boyd yes,

Cobb yes. The motion carried. Copies of the supporting documents are attached and made a part of these minutes.

Commissioner Boyd thanked Mr. Choate for all of his hard work which can be seen throughout the community.

Resolution No. 6384 - Authorizing a Health Care Flexible Spending Account (FSA) Benefit for All Eligible City Employees. Mr. Nicholas Goulet, Benefits and Safety Coordinator, stated the City is requesting to add an FSA program for the 2016 calendar year for all eligible employees. He stated through an AON supported vendor selection process, the City has selected Discovery Benefits as the administrative provider. Mr. Goulet stated Discovery Benefits has a per member per month cost structure of \$4.40 for administrative fees, and as this is a new benefit for this calendar year, the annualized cost is only estimated. He stated the City's initial projections are for 70 members at a cost of \$4.40 per member, per month or \$3,696.00 per year. Mr. Goulet stated employees would participate through payroll deductions for a maximum allowable contribution of \$2,500.00 per year. He stated deductions would be on a pre-tax basis and contributions would be eligible for a 75 day grace period. Mr. Goulet presented a PowerPoint regarding FSA which displayed scenarios on savings on behalf of the City due to not having to pay social security on the pre-tax monies employees pay into this program.

In reply to Commissioner Newman's question, Mr. Toby Spears, Finance Director, stated the FSA program will affect the Social Security retirement amount received by an employee who participates as the pre-tax amount withheld does not show as income regarding Social Security wages. Mr. Spears stated FSA will not affect PERA.

In response to Commissioner Buie's inquiry, Mr. Goulet stated the FSA program is calculated on a calendar year and if funds are not utilized by December 31<sup>st</sup>, then the employee would have a grace period of 75 days to utilize those funds or lose them.

In reply to Commissioner Boyd's question, Mr. Goulet stated in January the employees will elect the amount of monies they wish to utilize for the FSA program and they cannot change that amount during the year. He explained that eligible employees for the FSA program would be those employees who are eligible for City benefits.

Commissioner Buie moved that Resolution No. 6384 be adopted as presented. Commissioner Sena seconded the motion and the vote was recorded as follows: Newman yes, Sena yes, Taylor yes, Calderón yes, Buie yes, Boyd yes, Cobb yes. The motion carried. Copies of the resolution and supporting documents are attached and made a part of these minutes.

**Comments by City Commissioners, City Manager**

Mr. Murphy announced the departure of Ms. Nikki Sweet, Human Resources Director, and stated she will be moving out of state. The Mayor and Commission wished luck to Ms. Sweet and thanked her for her services.

Mr. Murphy wished Commissioner Sena a Happy Birthday.

Mr. Murphy expressed condolences to the victims of the Paris ISIS attack.

Commissioner Sena recognized Pastor Winfred Gipson with Little Zion Baptist Church in the audience. He also recognized school students in the audience.

Commissioner Sena stated the municipal election is coming up and he has been a Commissioner since he was 27 years young and now he is turning 35 years young.

Commissioner Taylor thanked the residents that are present at tonight's meeting representing District 3.

Commissioner Calderón thanked Mr. Freddie Salgado, Animal Adoption Center Superintendent, for assisting his family in finding the right dog for them after the death of his Doberman Pincher.

Commissioner Buie thanked Ms. Fletcher for all she does for the City and stated the City is fortunate to have her as an employee.

Commissioner Newman thanked all City staff who always answer his calls every day.

Mayor Cobb wished everyone a Happy Thanksgiving and reminded everyone to be thankful.

There being no further discussion or business, Commissioner Newman moved that the meeting adjourn. Commissioner Boyd seconded the motion. The vote was recorded as follows: Newman yes, Sena yes, Taylor yes, Calderón yes, Buie yes, Boyd yes, Cobb yes. The motion carried. The meeting adjourned at 7:10 p.m.

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SAM D. COBB, Mayor

ATTEST:

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JAN FLETCHER, City Clerk

Office of the Mayor  
Hobbs, New Mexico

## PROCLAMATION

**WHEREAS**, the Hobbs Eagles Boy's Cross Country Team have completed another outstanding and successful year representing our City in competition; and

**WHEREAS**, Coaches Bob Jackson and Nathan Collier continue to lead the Eagles to a reputation of excellence and prestige throughout the State of New Mexico and the surrounding area; and

**WHEREAS**, the Eagles have been successful in earning the respect of their peers and others in the State for good sportsmanship and are known as the team to watch from the South; and

**WHEREAS**, the Eagles have overcome the odds and proven their ability by winning their second state championship (1965 & 2015) and first state title for a team from Southern New Mexico since 1972 and only the third state title for a Southern school in the History of Cross Country in New Mexico.

**NOW, THEREFORE**, I, Sam D. Cobb, Mayor of the City of Hobbs, New Mexico, do hereby proclaim December 7<sup>th</sup>, 2015, as

### **"HOBBS EAGLES DAY"**

in recognition of the outstanding accomplishments of the 2015 Hobbs Eagles Boy's Cross Country Team with congratulations for a job well done!

**IN WITNESS WHEREOF**, I have hereunto set my hand this 7<sup>th</sup> day of December, 2015, and cause the seal of the City of Hobbs to be affixed hereto.

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

ATTEST:

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





# **CONSENT AGENDA**



**CITY OF HOBBS**  
COMMISSION STAFF SUMMARY FORM

MEETING DATE: December 7, 2015

SUBJECT: New Mexico Department of Transportation Grant (NMDOT)

DEPT. OF ORIGIN: Police Department  
DATE SUBMITTED: November 19, 2015  
SUBMITTED BY: Captain Michael Walker

Summary:

Public Safety- The Hobbs Police Department and the NMDOT partner annually to combat DWI, occupant protection, and distracted driving violations. The FY 2015-16 project agreements provide an award to the City of Hobbs for \$20,274 for End Driving While Impaired (ENDWI), \$8,000 for Buckle Up/Click It or Ticket (BLKUP/CIOT), \$5,024 for 100 Days and Nights of Summer (100 Days), and \$9,970 for Distracted Driving (DNTXT). The total amount for all programs is \$43,718.00

Fiscal Impact:

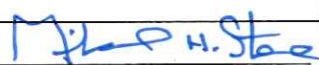
Reviewed By:   
Finance Department

The fiscal impact to the City is grant funding in the amount of \$43,718.00. This will be reimbursed upon paperwork completion and submission.

Attachments:

Grant Agreement between the NMDOT and the City of Hobbs.

Legal Review:

Approved As To Form:   
City Attorney

Recommendation:

Approved For Submittal By:

  
Department Director

  
City Manager

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COMMISSION ACTION TAKEN

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



CITY OF HOBBS

RESOLUTION NO. 6385

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH NEW MEXICO DEPARTMENT OF TRANSPORTATION RELATING TO OPERATIONS END DRIVING WHILE IMPAIRED (ENDWI), BUCKLE UP (BLKUP)/CLICK IT OR TICKET (CIOT) AND 100 DAYS AND NIGHTS OF SUMMER AND DISTRACTED DRIVING (DNTXT)

WHEREAS, the New Mexico Department of Transportation Safety Division has entered into a consolidated agreement with the City of Hobbs to provide funding to the Hobbs Police Department for operations End Driving While Impaired, Buckle Up/Click it or Ticket and 100 Days and Nights of Summer and Distracted Driving; and

WHEREAS, funding will be in the amount of \$20,274.00 for ENDWI, \$8,000.00 for BLKUP/CIOT, \$5,024.00 FOR 100 Days and Nights of Summer and \$9,970.00 for DNTXT;

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 execute on behalf of the City of Hobbs an agreement regarding Project No. 16-AL-64-045 relating to End Driving While Impaired, Project No. 16-OP-RF-045 relating to Operation Buckle Up/Click it or Ticket; Project No. 16-DS-EE-045 relating to 100 Days and Nights of Summer and Project No. 16-DD-02-045 relating to Distracted Driving.

PASSED, ADOPTED AND APPROVED this 7<sup>th</sup> day of December, 2015.

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

ATTEST:

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

GRANT AGREEMENT

This grant agreement is between the New Mexico Department of Transportation (the "Department") and City of Hobbs (the "Grantee"). The Department and the Grantee agree as follows:

1. **Award.** The Department hereby awards the Grantee funding for the following projects:

- (1) End Driving While Impaired ("ENDWI"), Project No. 16-AL-64-045, \$20,724.00;
- (2) Buckle Up ("BKLUP")/Click It or Ticket ("CIOT"), Project No. 16-OP-RF-045, \$8,000.00;
- (3) 100 Days and Nights of Summer ("100 Days"), Project No. 16-DS-EE-045, \$5,024.00; and
- (4) Distracted Driving ("DNTXT"), Project No. 16-DD-02-045, \$9,970.00.

2. **Scope of Work.** The Grantee shall perform the professional services stated in the following exhibits: ENDWI, exhibit A; BKLUP/CIOT, exhibit B; 100 Days, exhibit D; and DNTXT, exhibit E.

3. **Payment.** To be reimbursed for eligible expenses, the Grantee must submit timely, properly prepared reimbursement requests as provided in the Department's Traffic Safety Bureau Financial Management Manual. The Grantee acknowledges that the Department will not pay for any expenses incurred prior to both parties signing the agreement, after termination of the agreement, or in excess of the amount of the award noted in section 1. The Grantee must submit its final reimbursement request no later than thirty days after termination of this agreement.

4. **Records and Audit.** The Grantee shall strictly account for all receipts and disbursements related to this agreement. The Grantee shall record costs incurred, services rendered and payment received, and shall maintain these financial records during the agreement and for three years from the date of submission of the final reimbursement request. On request, the Grantee shall provide the financial records to the Department and the state auditor, and shall allow the Department and the state auditor to inspect or audit these financial records during business hours at the Grantee's principal office during the agreement and for three years from the date of submission of the final reimbursement request. If the financial records provided by the Grantee are insufficient to support an audit by customary accounting practices, the Grantee shall reimburse the Department for any expense incurred related to the insufficient documentation within thirty days of written notice from the Department. If an audit or inspection reveals that funds were used for expenses not directly related to the project, or

otherwise used inappropriately, or that payments were excessive or otherwise erroneous, the Grantee shall reimburse the Department for those funds or payments within thirty days of written notice.

5. **Officials Not to Benefit.** The parties intend that no member of the New Mexico legislature or the United States Congress, or any public official, public employee or tribal council member, in that person's individual capacity, will benefit from this agreement.

6. **Termination.** The Department may terminate this agreement for any reason, by giving the Grantee thirty days written notice. The Grantee may only terminate this agreement based on the Department's uncured, material breach of the agreement. On receipt of a "Notice of Cancellation," the Grantee shall suspend work unless otherwise directed by the Department in writing. The parties acknowledge that termination will not nullify obligations incurred prior to termination.

7. **Appropriations.** The Grantee acknowledges that:

- (1) this agreement is contingent upon sufficient appropriations and authorizations being made by the Congress of the United States or the New Mexico state legislature;
- (2) if sufficient appropriations and authorizations are not made, this agreement will terminate upon written notice by the Department to the Grantee; and
- (3) the Department will not expend any funds until they are approved for expenditure, and the Department's determination as to whether approval has been granted will be final.

8. **Compliance with Law.** The Grantee, its employees, agents and contractors, shall comply with the following:

- (1) Title VI and Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act of 1967, the Americans with Disabilities Act of 1990, the Environmental Justice Act of 1994, the Civil Rights Restoration Act of 1987, and 49 C.F.R. § 21;
- (2) all federal and state laws, rules, and regulations, and executive orders of the Governor of the state of New Mexico pertaining to equal employment opportunity, including the Human Rights Act, NMSA 1978, §§ 28-1-1 through -15 (In accordance with such, the Grantee states that no person, on the grounds of race, religion, national origin, sex, sexual orientation, gender identity, spousal affiliation, serious medical condition, age or handicap, will be excluded from employment with or participation in, denied the benefits of, or otherwise subjected to, discrimination in any activity performed under this agreement. If the Grantee it is found to be in violation of any of these requirements, the Grantee shall take prompt and appropriate steps to correct such violation.);
- (3) state laws applicable to workers compensation benefits for the Grantee's employees, including the Workers' Compensation Act, NMSA 1978, §§ 52-1-1 through -70, and related

regulations; and

(4) those sections in exhibit F labeled "applies to subrecipients as well as states."

9. **Notices.** For a notice under this agreement to be valid, it must be in writing; be delivered by hand, registered or certified mail return receipt requested and postage prepaid, fax or e-mail; and be addressed as follows:

to NMDOT at:  
New Mexico Dept. of Transportation  
Attn: Traffic Safety Division  
P.O. Box 1149  
Santa Fe, NM 87504

to the Grantee at:  
City of Hobbs  
Attn: \_\_\_\_\_  
\_\_\_\_\_, NM \_\_\_\_\_

10. **Severability.** The parties intend that if any provision of this agreement is held to be unenforceable, the rest of the agreement will remain in effect as written.

11. **Tort Claims.** The parties intend that (1) immunity from liability for tortious conduct under NMSA 1978, § 41-4-4(A) will apply to all conduct relating to this agreement, (2) only the waivers of immunity from liability under NMSA 1978, §§ 41-4-4 through -12 will apply, and (3) this agreement does not waive immunity from liability for tortious conduct relating to this agreement of any employee of the Department or the Grantee.

12. **Jurisdiction and Venue.** The Grantee acknowledges the jurisdiction of the courts of the state of New Mexico for any adversarial proceeding arising out of this agreement, and that venue for any such proceeding will be in the First Judicial District Court for the county of Santa Fe, New Mexico.

13. **Project Responsibility.** The Grantee acknowledges that it bears sole responsibility for performing the services referred to in section 2.

14. **Term.** This agreement takes effect upon signature of all parties. If the Grantee does not deliver the signed agreement to the Department within sixty days of the Department's signature, the agreement will be voidable by the Department. The agreement terminates at midnight on September 30, 2016, unless earlier terminated as provided in section 6 or section 7.

15. **Applicable Law.** The laws of the state of New Mexico, without giving effect to its choice of law principles, govern all adversarial proceedings arising out of this agreement.

16. **Amendment.** No amendment of this agreement will be effective unless it is in writing and signed by the parties.

17. **No Third-party Beneficiary.** This agreement does not confer any rights or remedies on anyone other than the Department and the Grantee.

18. **Merger.** This agreement constitutes the entire understanding between the parties with respect to the subject matter of the agreement and supersedes all other agreements, whether written or oral, between the parties, except that this agreement does not supersede the Grantee's rights under any other grant agreement.

19. **Disadvantaged Business Enterprise.** The recipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 *et seq.*).

Each party is signing this agreement on the date stated opposite that party's signature.

DEPARTMENT OF TRANSPORTATION

Date: \_\_\_\_\_, 2015

By: \_\_\_\_\_  
Cabinet Secretary or Designee


CITY OF HOBBS

Date: \_\_\_\_\_, 2015

By: \_\_\_\_\_  
Title: \_\_\_\_\_

Approved as to form and legal sufficiency.

Date: 19 Oct, 2015

By:   
Assistant General Counsel  
Department of Transportation

Approved as to form and legal sufficiency.

Date: \_\_\_\_\_, 2015

By:   
Counsel for City of Hobbs

SCOPE OF WORK, TRAINING, REIMBURSEMENT AND REPORTING

END DRIVING WHILE IMPAIRED ("ENDWI") Project Number: 16-AL-64-045

1. **Scope of Work.** The Grantee shall conduct sobriety checkpoints and saturation patrols in high crash locations identified in data compiled by local, state or federal government agencies and the Grantee's Operational Plan. Sobriety checkpoints and saturation patrols shall be accompanied by public information, media and educational activities. Sobriety checkpoints must be staffed by at least 6 officers and must last at least 4 hours. Saturation patrols must include at least 2 officers working at the same time in the same area. The Department recommends that saturation patrols last at least 4 hours. Optimally, the Grantee will conduct 3 sobriety checkpoints and 7 saturation patrols during the Superblitz Period, 3 Mini Superblitz Periods, and the Driving Under the Influence Crackdown Period and 3 sobriety checkpoints and 7 saturation patrols during the Expanded Enforcement Period.

2. **Definitions.** For purposes of this exhibit, the following definitions apply:

"Winter Superblitz Period" means November 13, 2015 to January 3, 2016.

"St. Patrick's Day Mini Superblitz Period" means March 11 to March 18, 2016.

"Cinco de Mayo May Mini Superblitz Period" means May 2 to May 8, 2016.

"Fourth of July Mini Superblitz Period" means July 1 to July 5, 2016.

"Driving Under the Influence Crackdown Period" means August 19 to September 5, 2016.

"Expanded Enforcement Period" means anytime other than the Superblitz, Mini Superblitz, and Driving Under the Influence Crackdown periods.

"Agency Coordinator" means the person assigned by the Grantee to assume direct responsibility for administering all phases of the grant agreement.

"Operational Plan" means a plan based on current crash data that identifies the problem to be addressed, goals to be achieved, and the performance measures to be employed. The Grantee may update its operational plan as needed to align with current trends.

3. **Training and qualifications.** The Agency Coordinator must attend the Department's Law Enforcement Coordinators symposium and other Department training as required. The Grantee shall notify the Department of any changes in the Agency Coordinator. The Grantee's participating officers must have law enforcement certifications in all areas necessary to conduct the services noted in ¶ 1 of this exhibit. The Grantee shall keep documentation of training and provide the Department with a list of certified officers on request.

4. **Reimbursement.** The Department will pay the Grantee for the actual cost of the checkpoints. Claims for payment must specify officers' actual hourly rate of overtime pay (hourly rate X 1.5); the Department will not pay any amount in excess of that rate. The Grantee should submit claims no later than 10 days after the end of each month. The Department will pay the Grantee for the following:

- (1) overtime pay for officers conducting traffic safety enforcement in high crash locations or safety corridors identified in data compiled by local, state or federal government agencies, and in targeted locations;
- (2) attendance at court hearings directly related to arrests made while participating in the ENDWI program; and
- (3) administrative costs, including overtime costs for officers or civilian employees to dispatch or process paperwork directly related to the project, up to 10 percent of the total monthly claim amount.

5. **Reporting.** The Grantee must submit activity reports on the same schedule as claims for payment (as provided in section 3 of the agreement), using the activity report form provided unless otherwise directed by the Department. Activity reports must include location of activity, dates worked, start time, end time, total hours worked, names of officers, overtime rate, number of officers participating, total amount paid, public information and education activities, and type of citation issued. The Grantee must report all citations to the Motor Vehicle Division of the New Mexico Taxation and Revenue Department within 10 days of the issuance of the citation or citations. The Grantee must submit timely crash reports to the Department in accordance with NMSA 1978, § 66-7-207.

6. **Funding.** The Department expects the funding source to be 23 U.S.C. § 164 and the Catalog of Federal Domestic Assistance (CFDA) number to be 20.608. However, both funding source and CFDA number are subject to change at the Department's discretion. The Grantee may transfer funds between budget categories only with prior written approval from the Department. The project's itemized budget is as follows:

Personal Services	\$20,724.00
Contractual Services	\$0.00
Commodities	\$0.00
Indirect	\$0.00
Other	\$0.00
TOTAL	\$20,724.00

7. **Goals.** The Department's performance goals for the state are to reduce alcohol-impaired fatalities by 14 percent from 105 in 2013 to 90 in 2016. (FARS)

8. **Equipment.** The Grantee may only purchase equipment under this agreement with prior approval of the Department.

SCOPE OF WORK, TRAINING, REIMBURSEMENT AND REPORTING

**BUCKLE UP (BKLUP) and CLICK IT OR TICKET ("CIOT")** Project Number: 16-OP-RF-045

1. **Scope of Work.** The Grantee shall participate in individual and/or joint police agency statewide highly publicized occupant protection activities including day and nighttime enforcement activities conducted in high crash locations identified in data compiled by local, state or federal government agencies and the Grantee's Operational Plan. The Grantee shall also participate in education programs, teen seatbelt enforcement, local media efforts, and other special awareness activities. Optimally, the Grantee will conduct 82 hours of enforcement activities during the Superblitz Period and Mini Superblitz Periods, and 40 hours of enforcement activities during the National Occupant Protection Mobilization Click It or Ticket Period, and 82 hours of enforcement activities during the Expanded Enforcement Period. Law enforcement agencies are encouraged to schedule enforcement in conjunction with special events or times when they will obtain the greatest effect from increased manpower.

2. **Definitions.** For purposes of this exhibit, the following definitions apply:

**"Winter Superblitz Period"** means November 13, 2015 to January 3, 2016.

**"St. Patrick's Day Mini Superblitz Period"** means March 11 to March 18, 2016.

**"Cinco de Mayo May Mini Superblitz Period"** means May 2 to May 8, 2016.

**"Fourth of July Mini Superblitz Period"** means July 1 to July 5, 2016.

**"Driving Under the Influence Crackdown Period"** means August 19 to September 5, 2016.

**"Expanded Enforcement Period"** means anytime other than the Superblitz, Mini Superblitz, and National Occupant Protection Mobilization Click It or Ticket period.

**"National Occupant Protection Mobilization Click It or Ticket period"** means May 23 to June 5, 2016.

**"Agency Coordinator"** means the person assigned by the Grantee to assume direct responsibility for administering all phases of the grant agreement.

**"Operational Plan"** means a plan based on current crash data that identifies the problem to be addressed, goals to be achieved, and the performance measures to be employed. The Grantee may update its operational plan as needed to align with current trends.

3. **Training and qualifications.** The Agency Coordinator must attend the Department's Law Enforcement Coordinators Symposium and other Department training as



required. The Grantee shall notify the Department of any changes in the Agency Coordinator. The Grantee's participating officers must have law enforcement certifications in all areas necessary to conduct the services noted in ¶ 1 of this exhibit. The Grantee shall keep documentation of training and provide the Department with a list of certified officers on request.

4. **Reimbursement** Claims for payment must specify officers' actual hourly rate of overtime pay; the Department will not pay any amount in excess of that rate. The Grantee should submit claims no later than 10 days after the end of each month. The Department will pay the Grantee for the following:

- (1) overtime pay for officers conducting traffic safety enforcement in high crash locations or safety corridors identified in data compiled by local, state or federal government agencies, and in targeted locations;
- (2) attendance at, and excess per diem for, operation safe kids training and the four-day NHTSA standardized child passenger safety training; and
- (3) assistance at child safety seat clinics or car seat fitting stations.

5. **Reporting.** The Grantee must submit activity reports on the same schedule as claims for payment (as provided in section 3 of the agreement), using the activity report form provided unless otherwise directed by the Department. Activity reports must include the dates worked, total hours worked, names of officers, overtime rate, number of officers participating, total amount paid, public information and education activities, and type of citation issued. The Grantee must report all citations to the Motor Vehicle Division of the New Mexico Taxation and Revenue Department within 10 days of the issuance of the citation or citations. The Grantee must submit timely crash reports to the Department in accordance with NMSA 1978, § 66-7-207.

6. **Funding.** The Department expects the funding source to be State Road Fund. However, the funding source is subject to change at the Department's discretion. The Grantee may transfer funds between budget categories only with prior written approval from the Department. The project's itemized budget is as follows:

Personal Services	\$8,000.00
Contractual Services	\$0.00
Commodities	\$0.00
Indirect	\$0.00
Other	\$0.00
TOTAL	\$8,000.00

7. **Goals.** The Department's performance goals for the state are to:

- (1) Limit the expected increase in unrestrained occupant fatalities to 14 percent from 104 in 2013 to not more than 119 in 2016. (FARS)

(2) Increase seatbelt use by 0.1 percent from 92.1percent in 2014 to 92.2 percent in 2016.  
(State)

8. **Equipment.** The Grantee may only purchase equipment under this agreement with prior approval of the Department.

Exhibit D

SCOPE OF WORK, TRAINING, REIMBURSEMENT AND REPORTING

**100 DAYS AND NIGHTS OF SUMMER ("100 Days")** Project Number: 16-DS-EE-045

1. **Scope of Work.** The Grantee shall conduct High Visibility Patrols in high crash locations identified in data compiled by local, state or federal government agencies and the Grantee's Operational Plan. Activities shall be conducted during the 100 Days & Nights of Summer Campaign, June 23, 2016 to September 30, 2016.

2. **Definitions.** For purposes of this exhibit, the following definitions apply:

**"Agency Coordinator"** means the person assigned by the Grantee to assume direct responsibility for administering all phases of the grant agreement.

**"High Visibility Patrols"** means activities that enforce traffic laws such as speeding, passing in school zones, violations in construction zones, failing to stop for pedestrians, and any violations of traffic laws identified in the New Mexico Criminal and Traffic Law Manual.

**"Operational Plan"** means a plan based on current crash data that identifies the problem to be addressed, goals to be achieved, and the performance measures to be employed. The Grantee may update its operational plan as needed to align with current trends.

3. **Training and qualifications.** The Agency Coordinator must attend the Department's Law Enforcement Coordinators Symposium and other Department training as required. The Grantee shall notify the Department of any changes in the Agency Coordinator. The Grantee's participating officers must have law enforcement certifications in all areas necessary to conduct the services noted in ¶ 1 of this exhibit. The Grantee shall keep documentation of training and provide the Department with a list of certified officers on request.

4. **Reimbursement.** Claims for payment must specify officers' actual hourly rate of overtime pay; the Department will not pay any amount in excess of that rate. The Grantee should submit claims no later than 10 days after the end of each month. The Department will pay the Grantee for overtime pay for officers conducting traffic safety enforcement in high crash locations or safety corridors identified in data compiled by local, state or federal government agencies, and in targeted locations.

5. **Reporting.** The Grantee must submit activity reports on the same schedule as claims for payment (as provided in section 3 of the agreement), using the activity report form provided unless otherwise directed by the Department. Activity reports must include dates worked, total hours worked, names of officers, overtime rate, number of officers participating, total amount paid, and type of citation issued. The Grantee must report all citations to the Motor Vehicle Division of the New Mexico Taxation and Revenue Department within 10 days of

the issuance of the citation or citations. The Grantee must submit timely crash reports to the Department in accordance with NMSA 1978, § 66-7-207.

6. **Funding.** The Department expects the funding source to be Education and Enforcement State Funds. However, both funding source is subject to change at the Department's discretion. The Grantee may transfer funds between budget categories only with prior written approval from the Department. The project's itemized budget is as follows:

Personal Services	\$5,024.00
Contractual Services	\$0.00
Commodities	\$0.00
Indirect	\$0.00
Other	\$0.00
TOTAL	\$5,024.00

7. **Goals.** The Department's performance goals for the state are to:

- (1) Reduce alcohol-impaired fatalities by 14 percent from 105 in 2013 to 90 in 2016. (FARS)
- (2) Limit the expected increase in unrestrained occupant fatalities to 14 percent from 104 in 2013 to not more than 119 in 2016. (FARS)
- (3) Increase seatbelt use by 0.1 percent from 92.1percent in 2014 to 92.2 percent in 2016. (State)
- (4) Reduce speeding-related fatalities by 5 percent from 131 in 2013 to 124 in 2016. (FARS)

8. **Equipment.** The Grantee may only purchase equipment under this agreement with prior approval of the Department.

Exhibit E

SCOPE OF WORK, TRAINING, REIMBURSEMENT AND REPORTING

**DISTRACTED DRIVING (“DNTXT”) Project Number: 16-DD-02-045**

1. **Scope of Work.** The Grantee shall conduct special roving patrols to enforce the anti-texting laws in high crash locations identified in data compiled by local, state or federal government agencies.

2. **Definitions.** For purposes of this exhibit, the following definitions apply:

“**Agency Coordinator**” means the person assigned by the Grantee to assume direct responsibility for administering all phases of the grant agreement.

“**Operational Plan**” means a plan based on current crash data that identifies the problem to be addressed, goals to be achieved, and the performance measures to be employed. The Grantee may update its operational plan as needed to align with current trends.

3. **Training and qualifications.** The Agency Coordinator must attend the Department’s Law Enforcement Coordinators Symposium and other Department training as required. The Grantee shall notify the Department of any changes in the Agency Coordinator. The Grantee’s participating officers must have law enforcement certifications in all areas necessary to conduct the services noted in ¶ 1 of this exhibit. The Grantee shall keep documentation of training and provide the Department with a list of certified officers on request.

4. **Reimbursement.** Claims for payment must specify officers’ actual hourly rate of overtime pay; the Department will not pay any amount in excess of that rate. The Grantee should submit claims no later than 10 days after the end of each month. The Department will pay the Grantee for overtime pay for officers conducting traffic safety enforcement in high crash locations or safety corridors identified in data compiled by local, state or federal government agencies, and in targeted locations.

5. **Reporting.** The Grantee must submit activity reports on the same schedule as claims for payment (as provided in section 3 of the agreement), using the activity report form provided unless otherwise directed by the Department. Activity reports must include the dates worked, total hours worked, names of officers, overtime rate, number of officers participating, total amount paid, and type of citation issued. The Grantee must report all citations to the Motor Vehicle Division of the New Mexico Taxation and Revenue Department within 10 days of the issuance of the citation or citations. The Grantee must submit timely crash reports to the Department in accordance with NMSA 1978, § 66-7-207.

6. **Funding.** The Department expects the funding source to be 23 U.S.C. § 402 and the CFDA number to be 20.600. However, both funding source and CFDA number are subject to  
Traffic Safety Division

change at the Department's discretion. The Grantee may transfer funds between budget categories only with prior written approval from the Department. The project's itemized budget is as follows:

Personal Services	\$9,970.00
Contractual Services	\$0.00
Commodities	\$0.00
Indirect	\$0.00
Other	\$0.00
TOTAL	\$9,970.00

7. **Equipment.** The Grantee may only purchase equipment under this agreement with prior approval of the Department.

Exhibit F –CERTIFICATIONS AND ASSURANCES

**APPENDIX A TO PART 1200 –  
CERTIFICATION AND ASSURANCES  
FOR HIGHWAY SAFETY GRANTS (23 U.S.C. CHAPTER 4)**

State: New Mexico

Fiscal Year: 2016

Each fiscal year the State must sign these Certifications and Assurances that it complies with all requirements including applicable Federal statutes and regulations that are in effect during the grant period. (Requirements that also apply to subrecipients are noted under the applicable caption.)

In my capacity as the Governor's Representative for Highway Safety, I hereby provide the following certifications and assurances:

**GENERAL REQUIREMENTS**

To the best of my personal knowledge, the information submitted in the Highway Safety Plan in support of the State's application for Section 402 and Section 405 grants is accurate and complete. (Incomplete or incorrect information may result in the disapproval of the Highway Safety Plan.)

The Governor is the responsible official for the administration of the State highway safety program through a State highway safety agency that has adequate powers and is suitably equipped and organized (as evidenced by appropriate oversight procedures governing such areas as procurement, financial administration, and the use, management, and disposition of equipment) to carry out the program. (23 U.S.C. 402(b)(1)(A))

The State will comply with applicable statutes and regulations, including but not limited to:

- 23 U.S.C. Chapter 4 - Highway Safety Act of 1966, as amended
- 49 CFR Part 18 - Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments
- 23 CFR Part 1200 – Uniform Procedures for State Highway Safety Grant Programs

The State has submitted appropriate documentation for review to the single point of contact designated by the Governor to review Federal programs, as required by Executive Order 12372 (Intergovernmental Review of Federal Programs).

**FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA)**

The State will comply with FFATA guidance, OMB Guidance on FFATA Subaward and Executive Compensation Reporting, August 27, 2010, ([https://www.frs.gov/documents/OMB\\_Guidance\\_on\\_FFATA\\_Subaward\\_and\\_Executive\\_Compensation\\_Reporting\\_08272010.pdf](https://www.frs.gov/documents/OMB_Guidance_on_FFATA_Subaward_and_Executive_Compensation_Reporting_08272010.pdf)) by reporting to FRS.gov for each sub-grant awarded:

- Name of the entity receiving the award;
- Amount of the award;

- Information on the award including transaction type, funding agency, the North American Industry Classification System code or Catalog of Federal Domestic Assistance number (where applicable), program source;
- Location of the entity receiving the award and the primary location of performance under the award, including the city, State, congressional district, and country; and an award title descriptive of the purpose of each funding action;
- A unique identifier (DUNS);
- The names and total compensation of the five most highly compensated officers of the entity if:
  - (i) the entity in the preceding fiscal year received—
    - (I) 80 percent or more of its annual gross revenues in Federal awards;
    - (II) \$25,000,000 or more in annual gross revenues from Federal awards; and
  - (ii) the public does not have access to information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986;
- Other relevant information specified by OMB guidance.

### **NONDISCRIMINATION**

**(applies to subrecipients as well as States)**

The State highway safety agency will comply with all Federal statutes and implementing regulations relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352), which prohibits discrimination on the basis of race, color or national origin (and 49 CFR Part 21); (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683 and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), and the Americans with Disabilities Act of 1990 (Pub. L. 101-336), as amended (42 U.S.C. 12101, et seq.), which prohibits discrimination on the basis of disabilities (and 49 CFR Part 27); (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101-6107), which prohibits discrimination on the basis of age; (e) the Civil Rights Restoration Act of 1987 (Pub. L. 100-259), which requires Federal-aid recipients and all subrecipients to prevent discrimination and ensure nondiscrimination in all of their programs and activities; (f) the Drug Abuse Office and Treatment Act of 1972 (Pub. L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (g) the comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (Pub. L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (h) Sections 523 and 527 of the Public Health Service Act of 1912, as amended (42 U.S.C. 290dd-3 and 290ee-3), relating to confidentiality of alcohol and drug abuse patient records; (i) Title VIII of the Civil Rights Act of 1968, as amended (42 U.S.C. 3601, et seq.), relating to nondiscrimination in the sale, rental or financing of housing; (j) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (k) the requirements of any other nondiscrimination statute(s) which may apply to the application.



## **THE DRUG-FREE WORKPLACE ACT OF 1988(41 USC 8103)**

The State will provide a drug-free workplace by:

- Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- Establishing a drug-free awareness program to inform employees about:
  - The dangers of drug abuse in the workplace.
  - The grantee's policy of maintaining a drug-free workplace.
  - Any available drug counseling, rehabilitation, and employee assistance programs.
  - The penalties that may be imposed upon employees for drug violations occurring in the workplace.
  - Making it a requirement that each employee engaged in the performance of the grant be given a copy of the statement required by paragraph (a).
- Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will –
  - Abide by the terms of the statement.
  - Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.
- Notifying the agency within ten days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction.
- Taking one of the following actions, within 30 days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted –
  - Taking appropriate personnel action against such an employee, up to and including termination.
  - Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency.
- Making a good faith effort to continue to maintain a drug-free workplace through implementation of all of the paragraphs above.

## **BUY AMERICA ACT**

**(applies to subrecipients as well as States)**

The State will comply with the provisions of the Buy America Act (49 U.S.C. 5323(j)), which contains the following requirements:

Only steel, iron and manufactured products produced in the United States may be purchased with Federal funds unless the Secretary of Transportation determines that such domestic purchases would be inconsistent with the public interest, that such materials are not reasonably available

and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. Clear justification for the purchase of non-

domestic items must be in the form of a waiver request submitted to and approved by the Secretary of Transportation.

**POLITICAL ACTIVITY (HATCH ACT)**  
(applies to subrecipients as well as States)

The State will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508) which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

**CERTIFICATION REGARDING FEDERAL LOBBYING**  
(applies to subrecipients as well as States)

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

## **RESTRICTION ON STATE LOBBYING**

(applies to subrecipients as well as States)

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

## **CERTIFICATION REGARDING DEBARMENT AND SUSPENSION**

(applies to subrecipients as well as States)

### Instructions for Primary Certification

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms *covered transaction*, *debarred*, *suspended*, *ineligible*, *lower tier covered transaction*, *participant*, *person*, *primary covered transaction*, *principal*, *proposal*, and *voluntarily excluded*, as used in this clause, have the meaning set out in the Definitions and coverage sections of 49 CFR Part 29. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.

6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the list of Parties Excluded from Federal Procurement and Non-procurement Programs.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

*Certification Regarding Debarment, Suspension, and Other Responsibility Matters-Primary Covered Transactions*

(1) The prospective primary participant certifies to the best of its knowledge and belief, that its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;

(b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of record, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

(2) Where the prospective primary participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

#### Instructions for Lower Tier Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms *covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded*, as used in this clause, have the meanings set out in the Definition and Coverage sections of 49 CFR Part 29. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions. (See below)

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR Part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered

transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

*Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transactions:*

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

**POLICY ON SEAT BELT USE**

In accordance with Executive Order 13043, Increasing Seat Belt Use in the United States, dated April 16, 1997, the Grantee is encouraged to adopt and enforce on-the-job seat belt use policies and programs for its employees when operating company-owned, rented, or personally-owned vehicles. The National Highway Traffic Safety Administration (NHTSA) is responsible for providing leadership and guidance in support of this Presidential initiative. For information on how to implement such a program, or statistics on the potential benefits and cost-savings to your company or organization, please visit the Buckle Up America section on NHTSA's website at [www.nhtsa.dot.gov](http://www.nhtsa.dot.gov). Additional resources are available from the Network of Employers for Traffic Safety (NETS), a public-private partnership headquartered in the Washington, D.C. metropolitan area, and dedicated to improving the traffic safety practices of employers and employees. NETS is prepared to provide technical assistance, a simple, user-friendly program kit, and an award for achieving the President's goal of 90 percent seat belt use. NETS can be contacted at 1 (888) 221-0045 or visit its website at [www.trafficsafety.org](http://www.trafficsafety.org).

## **POLICY ON BANNING TEXT MESSAGING WHILE DRIVING**

In accordance with Executive Order 13513, Federal Leadership On Reducing Text Messaging While Driving, and DOT Order 3902.10, Text Messaging While Driving, States are encouraged to adopt and enforce workplace safety policies to decrease crashes caused by distracted driving, including policies to ban text messaging while driving company-owned or -rented vehicles, Government-owned, leased or rented vehicles, or privately-owned when on official Government business or when performing any work on or behalf of the Government. States are also encouraged to conduct workplace safety initiatives in a manner commensurate with the size of the business, such as establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving, and education, awareness, and other outreach to employees about the safety risks associated with texting while driving.

## **ENVIRONMENTAL IMPACT**

The Governor's Representative for Highway Safety has reviewed the State's Fiscal Year highway safety planning document and hereby declares that no significant environmental impact will result from implementing this Highway Safety Plan. If, under a future revision, this Plan is modified in a manner that could result in a significant environmental impact and trigger the need for an environmental review, this office is prepared to take the action necessary to comply with the National Environmental Policy Act of 1969 (42 U.S.C. 4321, et seq.) and the implementing regulations of the Council on Environmental Quality (40 CFR Parts 1500-1517).

## **SECTION 402 REQUIREMENTS**

The political subdivisions of this State are authorized, as part of the State highway safety program, to carry out within their jurisdictions local highway safety programs which have been approved by the Governor and are in accordance with the uniform guidelines promulgated by the Secretary of Transportation. (23 U.S.C. 402(b)(1)(B))

At least 40 percent (or 95 percent, as applicable) of all Federal funds apportioned to this State under 23 U.S.C. 402 for this fiscal year will be expended by or for the benefit of the political subdivision of the State in carrying out local highway safety programs (23 U.S.C. 402(b)(1)(C), 402(h)(2)), unless this requirement is waived in writing.

The State's highway safety program provides adequate and reasonable access for the safe and convenient movement of physically handicapped persons, including those in wheelchairs, across curbs constructed or replaced on or after July 1, 1976, at all pedestrian crosswalks. (23 U.S.C. 402(b)(1)(D))

The State will provide for an evidenced-based traffic safety enforcement program to prevent traffic violations, crashes, and crash fatalities and injuries in areas most at risk for such incidents. (23 U.S.C. 402(b)(1)(E))

The State will implement activities in support of national highway safety goals to reduce motor vehicle related fatalities that also reflect the primary data-related crash factors within the State as identified by the State highway safety planning process, including:

- Participation in the National high-visibility law enforcement mobilizations;
- Sustained enforcement of statutes addressing impaired driving, occupant protection, and driving in excess of posted speed limits;
- An annual statewide seat belt use survey in accordance with 23 CFR Part 1340 for the measurement of State seat belt use rates;
- Development of statewide data systems to provide timely and effective data analysis to support allocation of highway safety resources;
- Coordination of Highway Safety Plan, data collection, and information systems with the State strategic highway safety plan, as defined in 23 U.S.C. 148(a).

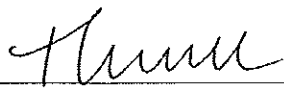
(23 U.S.C. 402(b)(1)(F))

The State will actively encourage all relevant law enforcement agencies in the State to follow the guidelines established for vehicular pursuits issued by the International Association of Chiefs of Police that are currently in effect. (23 U.S.C. 402(j))

The State will not expend Section 402 funds to carry out a program to purchase, operate, or maintain an automated traffic enforcement system. (23 U.S.C. 402(c)(4))

**I understand that failure to comply with applicable Federal statutes and regulations may subject State officials to civil or criminal penalties and/or place the State in a high risk grantee status in accordance with 49 CFR 18.12.**

**I sign these Certifications and Assurances based on personal knowledge, after appropriate inquiry, and I understand that the Government will rely on these representations in awarding grant funds.**



\_\_\_\_\_  
Signature Governor's Representative for Highway Safety

6/26/15  
Date

Tom Church, Secretary  
New Mexico Department of Transportation  
\_\_\_\_\_  
Printed name of Governor's Representative for Highway Safety





**CITY OF HOBBS**  
COMMISSION STAFF SUMMARY FORM

MEETING DATE: December 7, 2015

SUBJECT: A Recommendation to Approve the Acquisition of a Painting for the Hobbs Public Library

DEPT. OF ORIGIN: Legal Department  
DATE SUBMITTED: November 25, 2015  
SUBMITTED BY: Michael H. Stone, City Attorney

Summary:

Friends of the Hobbs Public Library ("Friends") has been working with Lea County artist, Debra Atherton, to provide a large original painting for the Library. The cost of the painting is \$18,000.00. Friends has raised \$11,360.00 towards the painting. A private foundation has committed an additional \$2,140.00 towards the cost of the painting. Under the City's Public Art Initiative, the City may provide a 3:1 match (\$4,500.00) that would fully satisfy the cost of the painting.

The Public Art Committee has worked with Friends and approves the project and requests the City Commission to also approve the project.

Fiscal Impact:

There are sufficient funds available for the City's 3:1 match of \$4,500.00.

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

*Finance Department*

Attachments:

Letter from Friends of the Hobbs Public Library  
Letter from Ms. Debra Atherton

Legal Review:

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

*City Attorney*

Recommendation: The Commission should give final approval for the acquisition of Ms. Atherton's painting

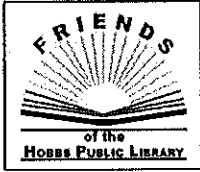
Approved For Submittal By:

*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. \_\_\_\_\_



## Friends of the Hobbs Public Library

PO Box 5041 Hobbs, NM 88241-5041

November 24, 2015

The City Commission  
The City of Hobbs, New Mexico  
c/o Mike Stone, City Attorney

Dear Commissioners:

As you are aware, the Friends of the Hobbs Public Library Art Committee has been working with award winning, Lea County artist, Debra Atherton, to provide a large painting to be hung on the wall behind the circulation work area. Several weeks ago you saw a small, to-scale painting which has been approved by all entities up to your body.

I believe you have received a copy of a separate letter to the Friends from Mrs. Atherton spelling out the details of her proposed work and her proposed cost of \$18,000.

City Manager, Mr. J. J. Murphy, requested information from our committee as to the funding of Mrs. Atherton's proposal. The Friends Board has committed \$6,000 from previous revenues. The Friends Art Committee solicited Friends members and raised an additional \$5,360. These funds are available in the Friends bank account at Lea County State Bank. Mr. Murphy and the Friends have assurance from the J.F. Maddox Foundation of providing \$2,140 (also solicited by the Friends Art Committee) upon the City Commission's approval of this project. These funds total \$13,500. The City Public Arts Committee will recommend your approval of up to \$4,500 for a 3:1 match as provided for in their formation documents, thus satisfying the project funding in its entirety.

We look forward to your approval!

Respectfully Submitted,

*Walt Case*

Walter Case, Chairman FOL Arts Committee

wcase@valornet.com 575-393-4560 or 575-390-6254

**DEBRA WADLINGTON ATHERTON**  
*wadlingtonart@hotmail.com*

**November 26, 2015**

**To: Friends of the Hobbs Public Library**

**From: Debra Atherton**  
**P.O. Box 196**  
**Hobbs, NM 88241**

**Dear Committee:**

**I appreciate your consideration to purchase the painting for the library which I have submitted to you in study (miniature) form. The painting will be owned by the City of Hobbs with the copyright and publishing rights to be shared by the City of Hobbs and myself, the artist.**

**The painting will be done in acrylic on stretched canvas, approximately 4' 6" X 13' 6". It will be gallery wrapped so that a frame is not required. It will be ready for hanging at the time it is delivered to the library. The price for the painting will be \$18,000, which includes the work and all materials.**

**I am extremely excited about the project and the subject matter it depicts. I look forward to visiting with you in the future.**

**Sincerely,**  
**Debra Atherton**



# **ACTION ITEMS**



**CITY OF HOBBS**  
COMMISSION STAFF SUMMARY FORM

MEETING DATE: December 7, 2015

**SUBJECT:** Removal of accounts receivable determined to be uncollectable.  
**DEPT. OF ORIGIN:** Finance Department  
**DATE SUBMITTED:** November 25, 2015  
**SUBMITTED BY:** Kaylyn Lewis, Utilities Office Manager

**Summary:**

Accounts receivable for the period of January 1, 2011 through December 31, 2011 resulting from water, garbage and sewer services totaling \$ 51,211.98 are deemed uncollectable based on efforts made to collect on the account and locate the debtor. In accordance with 3-37-7, NMSA 1978 accounts with balances resulting from activity four years or older are to be removed from the list of accounts receivable to the City of Hobbs.

**Fiscal Impact:**

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

*[Signature]*  
Finance Department

*There would be no fiscal impact on a cash basis of accounting.*

**Attachments:** Resolution

**Legal Review:**

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

*[Signature]*  
City Attorney

**Recommendation:**

Approve the resolution to remove the uncollectable accounts from the list of accounts receivable.

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. 6386

A RESOLUTION AUTHORIZING THE REMOVAL OF ACCOUNTS RECEIVABLE  
FOR WATER, GARBAGE AND SEWER SERVICES THAT HAVE BEEN  
DETERMINED TO BE UNCOLLECTABLE FOR THE PERIOD OF  
JANUARY 1, 2011 THROUGH DECEMBER 31, 2011

WHEREAS, the City of Hobbs Water Department has determined that certain accounts have been deemed uncollectable based on efforts to collect on accounts and to locate the debtor; and

WHEREAS, according to 3-37-7, NMSA 1978 that accounts with balances resulting from activity that is four years old or older be removed from the list of accounts receivable; and

WHEREAS, for the period of January 1, 2011 through December 31, 2011 the amount of uncollectable accounts total \$51,211.98;

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 removal of uncollectable accounts for water, garbage and sewer in the amount of \$51,211.98

PASSED, ADOPTED AND APPROVED this 7<sup>th</sup> day of December 2015.

\_\_\_\_\_  
SAM D. COBB, MAYOR

ATTEST:

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

# Utility Billing

## Collections GL Distribution



User: klewis  
 Printed: 11/24/2015 - 10:02AM  
 Show Detail: False  
 Batch No: 00001.11.2015  
 Fiscal Period: 06  
 Fiscal Year: 2012

Account		Debit Amount	Credit Amount
Section 1 10			
10 0000 12010 000000	GARBAGE RECEIVABLE	0.00	19,302.91
10 0000 23010 000000	GARBAGE DEFERRED RECEIVABLE	19,302.91	0.00
Fund 10 Total:		<u>19,302.91</u>	<u>19,302.91</u>
Section 1 65			
65 0000 12040 000000	SEWER RECEIVABLE	0.00	18,313.27
65 0000 23040 000000	SEWER DEFERRED RECEIVABLE	18,313.27	0.00
Fund 65 Total:		<u>18,313.27</u>	<u>18,313.27</u>
Section 1 66			
66 0000 12030 000000	WATER RECEIVABLE	0.00	13,595.80
66 0000 23030 000000	WATER DEFERRED RECEIVABLE	13,595.80	0.00
Fund 66 Total:		<u>13,595.80</u>	<u>13,595.80</u>
Total:		<u>51,211.98</u>	<u>51,211.98</u>

# Utility Billing

## Collections Proof List

User: klewis  
 Printed: 11/24/2015 - 9:58AM  
 Sort By: Account Number  
 Batch: 00001.11.2015



Account No Customer Name	Reference No	Tax Lot	WTR DEP	SWR	GBC	MIS	PEN
005025-002	04-07-5289		-48.80	-291.26	0.00	0.00	0.00
ARGON LABORATORIES			0.00	0.00	0.00	0.00	0.00
005265-003	01-02-1345		-16.30	-32.29	-31.96	0.00	0.00
REBECCA GOMEZ			0.00	0.00	0.00	0.00	0.00
005702-002	13-04-2465		-152.27	-50.19	-101.70	0.00	0.00
ANITA JACKSON			0.00	0.00	0.00	0.00	0.00
005810-000	01-05-3825		-49.22	-121.87	-90.49	0.00	-5.00
RUSSELL WHITE			0.00	0.00	0.00	0.00	0.00
006320-000	02-03-1975		0.00	0.00	-5.86	0.00	0.00
RAVEN INC			0.00	0.00	0.00	0.00	0.00
006468-000	02-03-2590		-40.95	-92.98	-120.66	0.00	0.00
NASARIO MORALES			0.00	0.00	0.00	0.00	0.00
006523-001	08-03-3045		-16.22	-41.78	-45.16	0.00	0.00
LUCIA MEDRANO			0.00	0.00	0.00	0.00	0.00
006793-000	02-05-4150		-134.76	-45.98	-78.00	0.00	0.00
DELMAR MOORE			0.00	0.00	0.00	0.00	0.00
007163-002	12-05-4880		-5.04	-18.02	-7.53	0.00	0.00
JULIA MARTINEZ			0.00	0.00	0.00	0.00	0.00
007522-001	15-05-4180		-40.17	-44.36	-77.23	0.00	-5.00
LISA WAGERS			0.00	0.00	0.00	0.00	0.00
007622-000	03-05-3005		-20.62	-69.96	-79.97	0.00	-5.00
RICHARD COLON			0.00	0.00	0.00	0.00	0.00
007638-000	03-05-3065		-8.69	-9.19	-42.70	0.00	0.00
THEODORE LUNA			0.00	0.00	0.00	0.00	0.00
008516-001	11-03-1810		-63.08	-136.12	-57.54	0.00	0.00
ADOLFO JR CUELLAR			0.00	0.00	0.00	0.00	0.00
008796-002	06-03-1500		-91.15	-24.75	-41.81	0.00	0.00
AMANDA DEE NEVAREZ			0.00	0.00	0.00	0.00	0.00
008997-001	10-05-2995		-26.54	-19.48	-34.72	0.00	0.00
HECTOR CASTILLO			0.00	0.00	0.00	0.00	0.00
009282-001	01-03-1860		-117.21	-152.58	-64.22	0.00	0.00
DERICK COLLINS			0.00	0.00	0.00	0.00	0.00



Account No Customer Name	Reference No	Tax Lot	WTR DEP	SWR	GBG	MIS	PEN
009441-000 WES FOSTER	05-05-3465		-27.55 0.00	-32.63 0.00	-90.19 0.00	0.00 0.00	-5.00 0.00
009781-001 RHONDA DAVIS	17-06-4631		-18.54 0.00	-30.32 0.00	-51.90 0.00	0.00 0.00	0.00 0.00
009805-000 FRANK HODGES	06-02-0915		-134.56 0.00	-39.25 0.00	-107.71 0.00	0.00 0.00	-15.00 0.00
009967-000 RAQUEL EDWARDS	06-03-1575		-26.87 0.00	-53.66 0.00	-87.86 0.00	0.00 0.00	-5.00 0.00
010268-001 GAYLON LOVELADY	16-05-5965		-18.58 0.00	-20.06 0.00	-45.21 0.00	0.00 0.00	0.00 0.00
010441-000 SHERRY RASCON	07-01-0545		-76.41 0.00	-45.43 0.00	-39.00 0.00	0.00 0.00	0.00 0.00
012185-003 CEDRIC EAGANS	08-02-1490		-91.32 0.00	-176.71 0.00	-102.61 0.00	0.00 0.00	0.00 0.00
012409-000 VALENTE VARELA	08-03-2900		-15.66 0.00	-26.97 0.00	-26.92 0.00	0.00 0.00	0.00 0.00
012516-001 RUSSELL WHITE	07-02-2910		-39.61 0.00	-50.98 0.00	-71.13 0.00	0.00 0.00	0.00 0.00
012805-002 BUFFIE RIVERA	12-05-5530		-3.74 0.00	-3.39 0.00	-16.49 0.00	0.00 0.00	0.00 0.00
012881-002 TINA GARZA	15-06-4880		-10.87 0.00	-17.42 0.00	-24.10 0.00	0.00 0.00	0.00 0.00
013037-000 LEONARD TREVINO	09-03-1310		0.00 0.00	0.00 0.00	-15.87 0.00	0.00 0.00	0.00 0.00
013288-001 ISABEL LAURELES	11-03-2189		-9.36 0.00	-18.10 0.00	-37.91 0.00	0.00 0.00	0.00 0.00
013535-003 JOY HAYNES	10-06-3445		-171.66 0.00	-192.85 0.00	-75.70 0.00	0.00 0.00	0.00 0.00
013600-001 PAT LANGNER	13-05-4365		-26.08 0.00	-73.10 0.00	-62.14 0.00	0.00 0.00	0.00 0.00
014238-002 JUAN JARAMILLO	12-05-5070		-21.10 0.00	-28.51 0.00	-84.76 0.00	0.00 0.00	0.00 0.00
014318-003 FREDDIE FRANKLIN	04-01-0600		-8.78 0.00	-24.57 0.00	-34.39 0.00	0.00 0.00	0.00 0.00
014390-001 VERONICA MARTINEZ	07-02-2550		-20.48 0.00	-29.79 0.00	-59.33 0.00	0.00 0.00	0.00 0.00
014480-001 LUCIA HERNANDEZ	10-01-0130		-74.11 0.00	-136.41 0.00	-65.76 0.00	0.00 0.00	0.00 0.00
014513-000 JEREMIAH LUTHER	10-06-4185		-35.26 0.00	-134.32 0.00	-101.68 0.00	0.00 0.00	0.00 0.00

Account No Customer Name	Reference No	Tax Lot	WTR DEP	SWR	GBG	MIS	PEN
014749-001	13-04-2425		-10.57	-15.72	-52.76	0.00	0.00
DONYA PARKS			0.00	0.00	0.00	0.00	0.00
015220-002	10-06-3390		-34.51	-67.01	-40.00	0.00	0.00
KATHY LOPEZ			0.00	0.00	0.00	0.00	0.00
015535-000	12-01-0660		-68.69	-27.50	-78.00	0.00	0.00
CLAY-FENDERSON KAREN			0.00	0.00	0.00	0.00	0.00
015766-001	17-06-4642		-13.51	-19.20	-59.60	0.00	0.00
CHRISTA SIBLEY			0.00	0.00	0.00	0.00	0.00
015776-001	03-03-1694		-42.28	-90.44	-72.94	0.00	0.00
KIMBERLY REAM			0.00	0.00	0.00	0.00	0.00
016084-001	12-05-5090		0.00	-7.57	-22.43	0.00	0.00
STEPHANIE SOSA			0.00	0.00	0.00	0.00	0.00
016389-000	12-05-4850		-119.82	-74.90	-99.93	0.00	-95.00
ELAINE HULAN			0.00	0.00	0.00	0.00	0.00
016410-002	10-06-3819		-5.82	-3.76	-20.28	0.00	0.00
MICHELLE SCHELLER			0.00	0.00	0.00	0.00	0.00
016464-000	12-05-5025		-5.57	-6.58	-18.08	0.00	0.00
RUBY WORDEN			0.00	0.00	0.00	0.00	0.00
016593-000	12-05-5430		-10.13	-53.64	-55.11	0.00	0.00
W KEEN			0.00	0.00	0.00	0.00	0.00
016692-000	12-06-5732		-0.45	-0.54	-14.91	0.00	0.00
KEVIN GERBER			0.00	0.00	0.00	0.00	0.00
016785-003	07-05-4720		-6.44	-3.01	-11.05	0.00	0.00
SHANNON HENSON			0.00	0.00	0.00	0.00	0.00
016913-001	13-02-0950		-24.31	-8.06	-29.28	0.00	0.00
OMAYRA BENAVIDEZ			0.00	0.00	0.00	0.00	0.00
017080-000	13-03-1570		-21.36	-28.23	-72.27	0.00	-15.00
WILLIAM KELLEY			0.00	0.00	0.00	0.00	0.00
017339-001	13-04-2740		-24.94	-79.21	-118.71	0.00	0.00
SARAH BATES			0.00	0.00	0.00	0.00	0.00
017695-000	14-01-0505		-20.77	-49.05	-43.63	0.00	0.00
PAM HICKS			0.00	0.00	0.00	0.00	0.00
017920-000	14-02-1180		-3.73	-8.76	-34.30	0.00	0.00
CINDY RAINES			0.00	0.00	0.00	0.00	0.00
018073-001	07-02-2330		0.00	0.00	-5.52	0.00	0.00
CASSANDRA GARZA			0.00	0.00	0.00	0.00	0.00
018132-001	11-01-0465		-40.72	-68.38	-51.88	0.00	0.00
CHRISTY RAMIREZ			0.00	0.00	0.00	0.00	0.00
018334-000	14-03-2755		-4.39	-21.36	-26.76	0.00	0.00
BRENDA ALLISON			0.00	0.00	0.00	0.00	0.00

Account No	Reference No	Tax Lot	WTR	SWR	GBG	MIS	PEN
Customer Name			DEP				
018474-000	14-03-3195		0.00	0.00	-29.35	0.00	0.00
JAMES CAMPOS			0.00	0.00	0.00	0.00	0.00
018793-003	07-01-0990		-18.92	-37.96	-57.52	0.00	0.00
MARGARITA COBARRUBIO			0.00	0.00	0.00	0.00	0.00
019093-000	15-02-0920		-17.14	-21.84	-60.49	0.00	0.00
DAVID CASTILLO			0.00	0.00	0.00	0.00	0.00
019605-002	14-02-1810		-23.28	-48.12	-66.09	0.00	0.00
MONICA FAVELA			0.00	0.00	0.00	0.00	0.00
019623-001	07-02-2641		-47.72	-63.43	-18.51	0.00	0.00
CHARLOTTE WILSON			0.00	0.00	0.00	0.00	0.00
019905-001	07-02-2400		-18.36	-38.38	-71.98	0.00	0.00
LISA GREENLEE			0.00	0.00	0.00	0.00	0.00
020003-000	15-06-4855		-56.83	-83.57	-12.18	0.00	0.00
JOHN WITHERSPOON			0.00	0.00	0.00	0.00	0.00
020051-000	15-06-5030		-21.33	-67.94	-75.35	0.00	0.00
SANDY CONTRERAS			0.00	0.00	0.00	0.00	0.00
021502-003	14-01-0365		-30.32	-67.57	-34.93	0.00	0.00
ROBERT CLEER			0.00	0.00	0.00	0.00	0.00
021645-003	07-05-4820		-18.71	-42.38	-67.42	0.00	0.00
LEAH STANLEY			0.00	0.00	0.00	0.00	0.00
022146-002	07-03-4003		-120.87	-85.92	-66.44	0.00	0.00
MISTY FORD			0.00	0.00	0.00	0.00	0.00
022327-001	15-05-3747		-0.57	-13.75	-48.84	0.00	0.00
MELISA HERRERA			0.00	0.00	0.00	0.00	0.00
022604-002	03-03-1758		-12.60	-4.66	-23.85	0.00	0.00
GUADALUPE VELASQUEZ			0.00	0.00	0.00	0.00	0.00
022780-002	02-02-1194		-25.89	-80.17	-127.50	0.00	0.00
LORENZA FABELA			0.00	0.00	0.00	0.00	0.00
023112-001	10-01-0145		-14.48	-28.52	-31.51	0.00	0.00
MATTHEW LOZOYA			0.00	0.00	0.00	0.00	0.00
023119-002	15-03-1665		-26.53	-50.09	-84.76	0.00	0.00
KATHY JOHNSON			0.00	0.00	0.00	0.00	0.00
023129-003	07-02-2077		0.00	-9.94	-21.42	0.00	0.00
STELLA REZA			0.00	0.00	0.00	0.00	0.00
023144-003	17-03-1480		-85.21	-59.11	-65.01	0.00	0.00
KELSIE SMITH			0.00	0.00	0.00	0.00	0.00
023293-001	10-04-1820		-3.74	-11.88	-16.06	0.00	0.00
THERESA MURILLO			0.00	0.00	0.00	0.00	0.00
023317-000	03-04-2305		-14.46	-20.35	-50.74	0.00	0.00
NORMA BUSTILLO			0.00	0.00	0.00	0.00	0.00

Account No	Reference No	Tax Lot	WTR DEP	SWR	GBG	MIS	PEN
023574-000	13-03-1965		0.00	-10.36	-11.22	0.00	0.00
AGUSTIN CUELLAR			0.00	0.00	0.00	0.00	0.00
023673-001	04-05-4265		-120.05	-153.12	-68.25	0.00	0.00
CHRISTINA HICKS			0.00	0.00	0.00	0.00	0.00
023709-000	04-01-0710		-34.83	-139.04	-72.14	0.00	0.00
ANTONIA HEREDIA			0.00	0.00	0.00	0.00	0.00
023729-001	14-03-3230		-18.89	-31.00	-49.28	0.00	0.00
JOYCE MARTINEZ			0.00	0.00	0.00	0.00	0.00
023754-001	16-01-1670		0.00	0.00	-5.91	0.00	0.00
BRETT LUCAS			0.00	0.00	0.00	0.00	0.00
023861-001	01-04-2790		-29.71	-43.08	-76.77	0.00	-10.00
SHERETA HUEY			0.00	0.00	0.00	0.00	0.00
023895-001	08-03-3130		-16.69	-25.76	-126.59	0.00	0.00
MARIA ENRIQUEZ			0.00	0.00	0.00	0.00	0.00
024166-002	04-05-4100		-29.15	-52.48	-107.71	0.00	0.00
ROBERT MARTINEZ			0.00	0.00	0.00	0.00	0.00
024219-000	09-01-0145		-42.33	-93.35	-71.43	0.00	-110.00
PENNY CROTSENBURG			0.00	0.00	0.00	0.00	0.00
024396-001	02-05-4450		-34.86	-113.29	-73.16	0.00	0.00
MARIBEL MENDOZA			0.00	0.00	0.00	0.00	0.00
024514-000	11-04-2690		-8.89	-20.82	-27.12	0.00	0.00
GREGORY POWELL			0.00	0.00	0.00	0.00	0.00
024571-001	03-06-3528		-3.59	0.00	-1.31	0.00	0.00
HUMBERTO OCHOA			0.00	0.00	0.00	0.00	0.00
024594-004	17-04-4032		0.00	0.00	-73.99	0.00	0.00
MELISSA RIVERA			0.00	0.00	0.00	0.00	0.00
024658-000	17-03-1311		-37.19	-66.91	-73.74	0.00	0.00
RICKY THOMPSON			0.00	0.00	0.00	0.00	0.00
024806-001	08-02-1195		-3.52	-10.76	-33.65	0.00	0.00
JUAN RAMIREZ			0.00	0.00	0.00	0.00	0.00
024857-011	03-05-2840		0.00	0.00	-7.90	0.00	0.00
ANITA SELF			0.00	0.00	0.00	0.00	0.00
024940-001	14-03-3300		-8.77	-13.30	-25.99	0.00	0.00
IVANA QUITROZ			0.00	0.00	0.00	0.00	0.00
025136-001	19-01-0020		-7.51	-86.02	-48.18	0.00	0.00
MELISSA MORGAN			0.00	0.00	0.00	0.00	0.00
025214-000	05-05-3855		-10.49	-12.91	-36.46	0.00	0.00
MARLA DOMINGUEZ			0.00	0.00	0.00	0.00	0.00
025239-001	08-03-2710		-23.81	-25.49	-59.52	0.00	0.00
IRAM GALINDO			0.00	0.00	0.00	0.00	0.00

Account No Customer Name	Reference No	Tax Lot	WTR DEP	SWR	GBG	MIS	PEN
025269-000	07-02-2912		-15.71	-48.26	-75.70	0.00	0.00
PENELOPE JENKINS			0.00	0.00	0.00	0.00	0.00
025327-001	14-03-2910		-7.37	-6.42	-17.60	0.00	0.00
SCHICASULYN DENETCHEE			0.00	0.00	0.00	0.00	0.00
025376-002	14-05-4270		-10.51	-30.22	-36.02	0.00	0.00
BRANDI EVERIDGE			0.00	0.00	0.00	0.00	0.00
025391-001	07-06-6232		-21.92	-25.34	-22.43	0.00	0.00
MARCOS CASTRO-SANDOVAL			0.00	0.00	0.00	0.00	0.00
025583-001	06-05-2883		0.00	-3.48	-18.37	0.00	0.00
SHARRON FORREST			0.00	0.00	0.00	0.00	0.00
025640-000	07-01-0215		0.00	-47.60	-102.16	0.00	0.00
OCOTILLO ENVIRONMENTAL LLC.			0.00	0.00	0.00	0.00	0.00
025809-001	14-01-0563		-57.36	0.00	0.00	0.00	0.00
WADE WILKINSON			0.00	0.00	0.00	0.00	0.00
025809-002	14-01-0565		-94.83	-77.47	-91.45	0.00	0.00
WADE WILKINSON			0.00	0.00	0.00	0.00	0.00
025862-003	15-05-3145		0.00	-48.38	-21.69	0.00	0.00
APRIL GONZALES			0.00	0.00	0.00	0.00	0.00
025951-000	07-05-4755		-65.52	-146.78	-90.49	0.00	0.00
GENEVIEVE CUELLAR			0.00	0.00	0.00	0.00	0.00
026106-000	09-05-3415		-16.70	-28.90	-134.99	0.00	0.00
DONNIE CONDER			0.00	0.00	0.00	0.00	0.00
026119-001	12-03-2702		-5.25	-1.95	-16.20	0.00	0.00
RENEE SMITH			0.00	0.00	0.00	0.00	0.00
026159-000	14-02-1981		-10.69	-11.61	-32.26	0.00	0.00
PHILONICUS FOBBBS			0.00	0.00	0.00	0.00	0.00
026210-000	08-02-1565		-7.28	-9.83	-27.85	0.00	0.00
PATRICIA SILVER			0.00	0.00	0.00	0.00	0.00
026251-001	03-06-3355		-103.64	-71.33	-64.24	0.00	0.00
LYNDA OLIVAREZ			0.00	0.00	0.00	0.00	0.00
026258-010	10-06-3846		-11.51	-21.81	-27.76	0.00	0.00
RUDY PUENTE			0.00	0.00	0.00	0.00	0.00
026325-001	12-03-2618		-15.39	-92.08	-52.00	0.00	0.00
JAMES BATES			0.00	0.00	0.00	0.00	0.00
026369-002	12-05-5120		0.00	0.00	-2.51	0.00	0.00
JUANA GUTIERREZ			0.00	0.00	0.00	0.00	0.00
026378-001	10-06-4190		-27.74	-48.13	-86.48	0.00	0.00
LESLEY BOGGER			0.00	0.00	0.00	0.00	0.00
026424-000	16-01-1310		-14.84	-20.94	0.00	0.00	0.00
SHAWN SMITH			0.00	0.00	0.00	0.00	0.00

Account No	Reference No	Tax Lot	WTR DEP	SWR	GBG	MIS	PEN
026457-000	12-05-5240		-22.56	-34.24	-53.28	0.00	0.00
KIMBERLY HALL			0.00	0.00	0.00	0.00	0.00
026469-001	17-06-4676		-3.30	-1.96	-14.96	0.00	0.00
COLTON DERRICK			0.00	0.00	0.00	0.00	0.00
026510-000	10-06-3816		-19.05	-21.91	-60.15	0.00	0.00
FRANCISCA HERNANDEZ			0.00	0.00	0.00	0.00	0.00
026511-000	02-04-2955		-25.92	-66.01	-91.44	0.00	0.00
CYNTHIA CAVAZOS			0.00	0.00	0.00	0.00	0.00
026552-002	04-05-3905		-22.68	-26.86	-95.72	0.00	-80.00
MARTHA PONCE			0.00	0.00	0.00	0.00	0.00
026579-001	14-02-1615		-14.61	-29.60	-45.02	0.00	0.00
DENNIS COLLINS III			0.00	0.00	0.00	0.00	0.00
026586-001	01-03-2425		-4.10	-7.63	-36.71	0.00	0.00
ROBERT ALEXANDER			0.00	0.00	0.00	0.00	0.00
026785-001	14-04-3605		-17.48	-24.55	-35.18	0.00	0.00
RENE MADRID			0.00	0.00	0.00	0.00	0.00
026813-001	12-02-1675		-21.23	-32.74	-87.36	0.00	0.00
JOEY CASTRO			0.00	0.00	0.00	0.00	0.00
026955-001	07-02-1620		-11.88	-17.29	-60.84	0.00	0.00
JESUS ESPINOZA			0.00	0.00	0.00	0.00	0.00
027039-000	06-01-0355		-9.74	-7.13	-26.19	0.00	0.00
RICKY HERNANDEZ			0.00	0.00	0.00	0.00	0.00
027048-001	10-05-3205		-19.18	-42.00	-74.00	0.00	0.00
RACHEAL HALE			0.00	0.00	0.00	0.00	0.00
027069-002	10-06-4220		-43.54	-73.59	-78.77	0.00	0.00
IVAN MARSHALL			0.00	0.00	0.00	0.00	0.00
027138-000	01-04-3050		-6.21	-23.13	-16.82	0.00	0.00
ROSA WRIGHT			0.00	0.00	0.00	0.00	0.00
027140-001	03-01-0630		-29.60	-8.51	-16.45	0.00	0.00
JARED TUCKER			0.00	0.00	0.00	0.00	0.00
027279-000	07-03-3685		-46.64	-102.10	-71.25	0.00	0.00
JIMMY ALLEN			0.00	0.00	0.00	0.00	0.00
027902-000	09-02-0625		-98.46	-150.66	-179.04	0.00	-175.00
CATHERINE NASH			0.00	0.00	0.00	0.00	0.00
028095-003	14-02-1620		-19.86	-8.34	-19.88	0.00	0.00
REBECCA LEYBA			0.00	0.00	0.00	0.00	0.00
028288-000	15-02-1005		-6.73	-21.57	-18.69	0.00	0.00
LEZLIE EASTER			0.00	0.00	0.00	0.00	0.00
028785-000	03-04-2045		-8.41	-8.05	-22.20	0.00	0.00
LISA FRANCO			0.00	0.00	0.00	0.00	0.00

Account No Customer Name	Reference No	Tax Lot	WTR DEP	SWR	GBG	MIS	PEN
028870-001 JENNIFER PHILLIPS	10-05-2470		-8.34 0.00	-10.04 0.00	-27.55 0.00	0.00 0.00	0.00 0.00
028922-003 ERIC HICKS	07-02-2225		-25.38 0.00	-49.96 0.00	-61.76 0.00	0.00 0.00	0.00 0.00
028949-000 ANTONIO ZAPATA	10-05-2675		-18.41 0.00	-18.18 0.00	-42.88 0.00	0.00 0.00	0.00 0.00
029017-001 JESSICA CHAVEZ	08-03-2820		-4.28 0.00	-2.58 0.00	-26.76 0.00	0.00 0.00	0.00 0.00
029176-001 NATALIE MARTINEZ	12-01-0110		-19.76 0.00	-5.83 0.00	-43.68 0.00	0.00 0.00	0.00 0.00
029319-000 GRADY ROBERTSON	04-01-0320		-24.60 0.00	-4.20 0.00	-21.72 0.00	0.00 0.00	0.00 0.00
029323-001 JESUS TORRES	16-04-4840		-17.38 0.00	-32.83 0.00	-65.16 0.00	0.00 0.00	0.00 0.00
029425-000 DENNIS CRUZ	07-04-4360		-4.90 0.00	-4.52 0.00	-17.00 0.00	0.00 0.00	0.00 0.00
029561-001 BARBARA ALMANZA	08-03-2710		-13.89 0.00	-55.71 0.00	-38.85 0.00	0.00 0.00	0.00 0.00
029673-002 JOSE MARTINEZ	12-03-2698		-17.02 0.00	-27.84 0.00	-68.05 0.00	0.00 0.00	0.00 0.00
029678-001 LORENZO ESTRADA-VILLANUEVA	09-03-2030		-11.40 0.00	-37.88 0.00	-42.96 0.00	0.00 0.00	0.00 0.00
029767-000 GRANT CULVER	17-04-4091		0.00 0.00	0.00 0.00	-1.47 0.00	0.00 0.00	0.00 0.00
029863-005 YOLANDA BAEZA	03-02-0930		-35.97 0.00	-50.51 0.00	-9.94 0.00	0.00 0.00	0.00 0.00
029930-001 SCOTT CASILLAS	09-04-2825		-103.71 0.00	-142.77 0.00	-91.66 0.00	0.00 0.00	-95.00 0.00
030020-000 WANDA FLEMING	07-06-5675		-86.63 0.00	-17.96 0.00	-45.86 0.00	0.00 0.00	0.00 0.00
030057-001 CORNELIUS JR HUTCHINGS	17-03-0945		-14.02 0.00	-33.73 0.00	-60.68 0.00	0.00 0.00	0.00 0.00
030065-000 HECTOR MOJICA	14-05-4400		-14.90 0.00	-17.26 0.00	-64.66 0.00	0.00 0.00	0.00 0.00
030133-001 RYNE VALERIO	06-04-2195		-5.23 0.00	-38.28 0.00	-29.60 0.00	0.00 0.00	0.00 0.00
030139-000 MINDY CLARK	14-01-0545		-23.25 0.00	-42.67 0.00	-71.19 0.00	0.00 0.00	0.00 0.00
030205-000 LILIANA AVELINO	09-02-0680		0.00 0.00	0.00 0.00	-0.02 0.00	0.00 0.00	0.00 0.00

Account No Customer Name	Reference No	Tax Lot	WTR DEP	SWR	GBG	MIS	PEN
030225-000 CHRISTINA BROWN	07-02-2044		-5.88	-20.00	-25.57	0.00	0.00
030229-000	08-01-0728		0.00	0.00	0.00	0.00	0.00
TIFFANY RAMIREZ			0.00	-17.13	-16.08	0.00	0.00
030357-000	15-06-4325		0.00	0.00	0.00	0.00	0.00
ADRIENNE AGUIRRE			-24.32	-51.79	-90.98	0.00	0.00
030358-001	07-04-4370		0.00	0.00	0.00	0.00	0.00
TERI WILSON			-8.33	-19.51	-31.81	0.00	0.00
030388-000	14-03-2090		0.00	0.00	0.00	0.00	0.00
JOHN TRACY			-1.82	-1.89	-13.89	0.00	0.00
030450-000	07-02-2626		0.00	0.00	0.00	0.00	0.00
JARROD FOSTER			-17.83	-19.95	0.00	0.00	0.00
030479-001	08-04-3460		0.00	0.00	0.00	0.00	0.00
RENE BORRUEL			-113.92	-316.66	-134.99	0.00	0.00
030503-002	10-01-0145		0.00	0.00	0.00	0.00	0.00
RUTH ARNOLD			-143.59	-102.07	-77.28	0.00	0.00
030608-001	04-02-0924		0.00	0.00	0.00	0.00	0.00
RAYMOND CHAVARRIA			-8.20	-14.10	-32.88	0.00	0.00
030644-002	14-02-1030		0.00	0.00	0.00	0.00	0.00
MARIA CLARK			-165.32	-69.02	-63.71	0.00	0.00
030661-001	10-06-3390		0.00	0.00	0.00	0.00	0.00
HEYDI GASTELUM			-14.05	-4.59	-24.04	0.00	0.00
030728-001	07-04-4406		0.00	0.00	0.00	0.00	0.00
RAYME DURAN			-22.21	-16.27	-55.83	0.00	0.00
030743-000	10-06-4195		0.00	0.00	0.00	0.00	0.00
JERRY TEEL			-57.18	-155.83	-104.55	0.00	-140.00
030782-000	08-01-0580		0.00	0.00	0.00	0.00	0.00
GUSTAVO JURADO			-7.99	-0.54	-19.28	0.00	0.00
030803-000	14-03-2785		0.00	0.00	0.00	0.00	0.00
ERIKA RAMIREZ			-10.52	-24.55	-20.65	-19.50	0.00
030825-001	02-06-4890		0.00	0.00	0.00	0.00	0.00
CARLOS DELAROSA			-7.68	-8.41	-20.52	0.00	0.00
030839-000	01-03-1930		0.00	0.00	0.00	0.00	0.00
MISTY BATES			-59.83	-93.98	-12.92	0.00	0.00
030872-000	15-04-2605		0.00	0.00	0.00	0.00	0.00
JESSIE CALLAWAY			-10.90	-19.12	-31.50	0.00	0.00
030909-000	17-06-4680		0.00	0.00	0.00	0.00	0.00
CLAY DAVIS			-27.85	-64.46	-84.68	0.00	0.00
030971-000	14-03-3325		0.00	0.00	0.00	0.00	0.00
JOSHUA ROMERO			-27.55	-67.34	-91.45	0.00	0.00
			0.00	0.00	0.00	0.00	0.00



Account No Customer Name	Reference No	Tax Lot	WTR DEP	SWR	GBG	MIS	PEN
031015-001 ALFONSO RANGEL	02-03-2012		0.00	-4.66	-19.88	0.00	0.00
031115-002 ALEJANDRA MASON	15-05-4175		0.00	0.00	0.00	0.00	0.00
031207-000 CESAR QUEZADA	03-04-2433		-23.78	-10.58	-30.70	0.00	0.00
031227-000 GORDON VOGEL	12-03-2597		0.00	0.00	0.00	0.00	0.00
031230-000 ROBYN HILL	12-05-5090		0.00	0.00	0.00	0.00	0.00
031240-000 EDITH CORIA	13-05-4155		0.00	0.00	0.00	0.00	0.00
031279-001 BRENDA GAYTAN	02-06-4900		-33.48	-201.59	-73.03	0.00	0.00
031299-001 BRADLEY GOLDSMITH	16-03-3850		0.00	0.00	0.00	0.00	0.00
031311-001 JUANA LOSOYA	04-05-4860		-13.77	-44.96	-20.24	0.00	0.00
031354-000 CRISTINA GONZALEZ	10-06-4205		0.00	0.00	0.00	0.00	0.00
031449-000 ANNA HIDALGO	14-02-0777		-19.96	-40.42	-50.90	0.00	0.00
031523-000 REGINA SANCHEZ	04-01-0380		0.00	0.00	0.00	0.00	0.00
031546-000 SHAWN JAHN	05-04-2740		-25.62	-23.88	-34.97	0.00	0.00
031606-001 LILA HUDSON	07-02-2345		0.00	0.00	0.00	0.00	0.00
031607-001 LINDA TORRES	10-01-0670		-13.61	-18.37	-32.66	0.00	0.00
031613-000 HUMBERTO JR SOTO	04-01-0197		0.00	0.00	0.00	0.00	0.00
031631-000 JANICE LAIN	17-02-0340		-121.09	-87.09	-32.15	0.00	0.00
031666-000 JAMI DAVIS	13-04-2755		0.00	0.00	0.00	0.00	0.00
031702-000 SPEED TICKET	17-03-1140		-11.62	-14.31	-33.64	0.00	0.00
031721-000 GIOVANNI REYES	13-03-1470		0.00	0.00	0.00	0.00	0.00
			-32.99	-105.79	-256.01	0.00	0.00
			0.00	0.00	0.00	0.00	0.00
			-17.27	-95.52	-46.71	0.00	0.00
			0.00	0.00	0.00	0.00	0.00

Account No Customer Name	Reference No	Tax Lot	WTR DEP	SWR	GBG	MIS	PEN
031757-001	12-01-0710		-9.77	-13.17	-31.02	0.00	0.00
FABIAN ARZATE			0.00	0.00	0.00	0.00	0.00
031786-000	11-01-0085		-17.78	-74.13	-63.46	0.00	0.00
FRANCIS WATCHMAN JR			0.00	0.00	0.00	0.00	0.00
031790-001	03-02-0936		-19.01	-31.20	-66.43	0.00	0.00
MICHELLE KBE			0.00	0.00	0.00	0.00	0.00
031797-000	07-02-2145		-8.20	-7.08	-20.10	0.00	0.00
SHIRLEY SMITH			0.00	0.00	0.00	0.00	0.00
031817-000	06-03-1665		-34.50	-61.77	-74.69	-20.00	0.00
TIM PAYNE			0.00	0.00	0.00	0.00	0.00
031871-000	16-04-3985		-12.89	-25.81	-21.42	0.00	0.00
BRANDI STUARD			0.00	0.00	0.00	0.00	0.00
031873-000	15-02-0945		0.00	0.00	-3.87	0.00	0.00
DENNIS FLOYD			0.00	0.00	0.00	0.00	0.00
031936-001	18-01-0114		-265.22	-216.79	-68.57	0.00	0.00
MARIA MOYA			0.00	0.00	0.00	0.00	0.00
031939-000	15-05-3440		-6.47	-4.17	-17.64	0.00	0.00
OLGA JACKSON			0.00	0.00	0.00	0.00	0.00
031970-001	13-04-2655		-32.32	-32.98	-91.77	0.00	0.00
MASON MURRAY			0.00	0.00	0.00	0.00	0.00
032004-000	07-06-6495		-1.03	-7.39	-25.56	0.00	0.00
JOSEPH MERIDYTH			0.00	0.00	0.00	0.00	0.00
032024-000	04-07-5540		-169.92	-462.41	-70.24	0.00	0.00
HOBBS CARPET CLEANING			0.00	0.00	0.00	0.00	0.00
032044-001	07-05-4585		-8.23	-7.50	-13.09	0.00	0.00
STEVEN STILES			0.00	0.00	0.00	0.00	0.00
032049-001	04-01-0200		-13.10	-41.86	-42.06	0.00	0.00
BARBARA CHAVEZ			0.00	0.00	0.00	0.00	0.00
032055-001	09-03-2090		-111.75	-118.84	-107.71	0.00	0.00
SCOTT BICKERTON			0.00	0.00	0.00	0.00	0.00
032083-001	12-03-2698		-18.16	-39.52	-72.72	0.00	0.00
DEBBIE GARCIA			0.00	0.00	0.00	0.00	0.00
032107-002	10-01-0145		0.00	0.00	-3.33	0.00	0.00
CHRISTINA SILVA			0.00	0.00	0.00	0.00	0.00
032111-000	15-06-4910		0.00	0.00	-2.11	0.00	0.00
WILLIAM CHISHOLM			0.00	0.00	0.00	0.00	0.00
032114-000	16-01-1305		-15.03	-72.58	0.00	0.00	0.00
NICHOLS WATTS			0.00	0.00	0.00	0.00	0.00
032202-001	10-01-0125		-21.59	-15.96	-59.41	0.00	0.00
YOLANDA NICKSON			0.00	0.00	0.00	0.00	0.00

Account No Customer Name	Reference No	Tax Lot	WTR DEP	SWR	GBG	MIS	PEN
032206-000	04-01-0085		0.00	-7.55	-16.47	0.00	0.00
LURDES VALENCIA			0.00	0.00	0.00	0.00	0.00
032209-000	17-08-0146		-8.08	-16.18	0.00	0.00	0.00
JORDANI IGO			0.00	0.00	0.00	0.00	0.00
032210-000	10-05-2985		-40.40	-39.49	-120.14	0.00	0.00
MICHAEL ALMEYDA			0.00	0.00	0.00	0.00	0.00
032217-000	13-02-1432		-5.12	-5.69	-18.89	0.00	0.00
NICHELLE MEDINA-PENN			0.00	0.00	0.00	0.00	0.00
032226-001	02-06-4890		-17.65	-32.55	-37.80	0.00	0.00
LILIA LUCIO			0.00	0.00	0.00	0.00	0.00
032229-000	11-04-2680		-7.05	-20.99	-21.52	0.00	0.00
DOMINIC MURGA			0.00	0.00	0.00	0.00	0.00
032235-001	03-02-0880		-83.38	-159.93	-101.68	0.00	0.00
ALFONSO VASQUEZ			0.00	0.00	0.00	0.00	0.00
032265-000	11-04-2865		-43.52	-50.86	-17.20	0.00	0.00
MARIO HERNANDEZ			0.00	0.00	0.00	0.00	0.00
032280-001	08-02-1815		-13.58	-23.03	-35.96	0.00	0.00
JAMES TAYLOR JR			0.00	0.00	0.00	0.00	0.00
032294-001	16-07-0419		-5.57	-12.21	0.00	0.00	0.00
JUAN CONTRERAS			0.00	0.00	0.00	0.00	0.00
032297-000	08-03-2480		-19.37	-139.73	-68.05	0.00	0.00
SANDRA ROBLES			0.00	0.00	0.00	0.00	0.00
032321-000	07-02-2675		-23.45	-42.70	-75.94	0.00	0.00
COLLINS CHRISTOPHER			0.00	0.00	0.00	0.00	0.00
032361-001	07-02-2400		-23.44	-60.61	-71.37	0.00	0.00
TRACEY WESTBY			0.00	0.00	0.00	0.00	0.00
032379-000	03-01-0001		-21.40	-28.30	-91.09	0.00	0.00
MERCEDES CERNA			0.00	0.00	0.00	0.00	0.00
032408-000	07-05-5060		-43.16	-3.77	-30.47	0.00	0.00
JOSEPH EASTERDAY			0.00	0.00	0.00	0.00	0.00
032426-000	12-04-3850		-6.27	-23.51	-34.32	0.00	0.00
GEORGE DOBBINS			0.00	0.00	0.00	0.00	0.00
032427-001	05-05-4075		-30.55	-26.66	-61.05	0.00	0.00
LORENZO CANO			0.00	0.00	0.00	0.00	0.00
032457-000	08-03-2770		-44.90	-114.63	-88.38	0.00	0.00
CHRISTOPHER KEPHART			0.00	0.00	0.00	0.00	0.00
032469-000	03-06-3380		-23.45	-83.68	-97.32	0.00	0.00
DONALD COLVIN			0.00	0.00	0.00	0.00	0.00
032504-000	10-01-0570		-151.82	-35.84	-75.71	0.00	0.00
DENICO HUERTA			0.00	0.00	0.00	0.00	0.00

Account No	Reference No	Tax Lot	WTR DEP	SWR	GBG	MIS	PEN
032518-000	17-06-4652		-16.59	-27.80	-51.28	0.00	0.00
MONIKA BAEZA			0.00	0.00	0.00	0.00	0.00
032532-001	15-07-0065		-12.72	-17.51	-61.51	0.00	0.00
DAVID WILLIAMS			0.00	0.00	0.00	0.00	0.00
032542-000	08-03-3155		-19.48	-23.07	-80.43	0.00	0.00
THEODORO SANDOVAL			0.00	0.00	0.00	0.00	0.00
032569-001	17-03-0970		-18.89	-21.86	-62.19	0.00	0.00
MICHAEL III GALINDO			0.00	0.00	0.00	0.00	0.00
032596-000	02-02-1245		-7.47	-27.20	-27.58	0.00	0.00
PETER GOMEZ			0.00	0.00	0.00	0.00	0.00
032616-002	12-04-3952		-9.24	-4.32	-27.59	0.00	0.00
DAVID MANCHA			0.00	0.00	0.00	0.00	0.00
032617-001	17-06-4658		-7.15	-9.32	-22.40	0.00	0.00
MARY SHED			0.00	0.00	0.00	0.00	0.00
032637-000	17-03-0463		-8.28	-9.11	-27.50	0.00	0.00
ADRIENNE MARTINEZ			0.00	0.00	0.00	0.00	0.00
032654-001	11-02-0725		-9.73	-17.24	-29.82	0.00	0.00
TYLER GLOVER			0.00	0.00	0.00	0.00	0.00
032665-000	07-02-2530		-17.01	-25.21	-44.67	0.00	0.00
MONICA SYLIS			0.00	0.00	0.00	0.00	0.00
032673-001	14-03-2620		-86.74	-155.34	-61.95	0.00	0.00
MAREN BATTLEGA			0.00	0.00	0.00	0.00	0.00
032674-001	13-04-2725		-14.26	-35.98	-43.64	0.00	0.00
GILBERTO DE LA ROSA			0.00	0.00	0.00	0.00	0.00
032696-000	01-03-2390		-24.94	-10.06	-23.84	0.00	0.00
XIOMARA CAVETT			0.00	0.00	0.00	0.00	0.00
032716-000	16-03-3565		-5.93	-7.84	-21.06	0.00	0.00
VINCENT DELBROCCO			0.00	0.00	0.00	0.00	0.00
032719-001	15-06-4850		-209.94	-158.17	-75.04	0.00	-29.27
PAMELA CRUMPLER			0.00	0.00	0.00	0.00	0.00
032728-000	02-05-4495		-41.75	-57.58	-42.61	0.00	0.00
ANGELA GUERRERO			0.00	0.00	0.00	0.00	0.00
032734-000	07-02-2285		-2.96	-4.43	-12.56	0.00	0.00
LEE HIRRIIL			0.00	0.00	0.00	0.00	0.00
032744-000	12-01-0855		-55.56	-71.74	-57.87	0.00	0.00
ADAM CUPP			0.00	0.00	0.00	0.00	0.00
032768-000	04-01-0200		-59.98	-139.39	-62.26	0.00	0.00
GUADALUPE LOPEZ			0.00	0.00	0.00	0.00	0.00
032773-000	07-02-2929		0.00	0.00	-0.59	0.00	0.00
REBECCA MOREY			0.00	0.00	0.00	0.00	0.00

Account No	Reference No	Tax Lot	WTR DEP	SWR	GBG	MIS	PEN
032795-000	04-05-4185		-11.50	-18.65	-41.11	0.00	0.00
KARLA CRUZ			0.00	0.00	0.00	0.00	0.00
032796-000	13-02-1265		0.00	0.00	-12.71	0.00	0.00
MARY MCELRAVY			0.00	0.00	0.00	0.00	0.00
032808-008	15-01-0910		-7.06	-8.36	0.00	0.00	0.00
CENTURY COMMUNITY II LLC			0.00	0.00	0.00	0.00	0.00
032808-021	15-01-1015		-5.01	-5.93	0.00	0.00	0.00
CENTURY COMMUNITY II LLC			0.00	0.00	0.00	0.00	0.00
032808-022	15-01-1020		-8.43	-9.98	0.00	0.00	0.00
CENTURY COMMUNITY II LLC			0.00	0.00	0.00	0.00	0.00
032808-028	15-01-1045		-7.06	-8.36	0.00	0.00	0.00
CENTURY COMMUNITY II LLC			0.00	0.00	0.00	0.00	0.00
032808-029	15-01-1050		0.00	-1.19	0.00	0.00	0.00
CENTURY COMMUNITY II LLC			0.00	0.00	0.00	0.00	0.00
032808-031	15-01-1070		-5.23	-6.20	0.00	0.00	0.00
CENTURY COMMUNITY II LLC			0.00	0.00	0.00	0.00	0.00
032808-038	15-01-1085		-9.10	-10.52	0.00	0.00	0.00
CENTURY COMMUNITY II LLC			0.00	0.00	0.00	0.00	0.00
032808-061	15-01-1240		-7.28	-8.63	0.00	0.00	0.00
CENTURY COMMUNITY II LLC			0.00	0.00	0.00	0.00	0.00
032808-062	15-01-1210		-7.16	-10.04	0.00	0.00	0.00
CENTURY COMMUNITY II LLC			0.00	0.00	0.00	0.00	0.00
032815-000	04-05-4415		-97.96	-146.09	-79.46	0.00	0.00
NICOLETTE DOBBINS			0.00	0.00	0.00	0.00	0.00
032828-000	07-01-0483		0.00	0.00	-15.82	0.00	0.00
ARON THIESSEN			0.00	0.00	0.00	0.00	0.00
032834-000	13-02-1365		-179.91	-15.70	-41.05	0.00	0.00
TABITHA FLORES			0.00	0.00	0.00	0.00	0.00
032846-001	12-04-3740		-46.05	-82.68	-52.33	0.00	0.00
ENRIQUE SAENZ			0.00	0.00	0.00	0.00	0.00
032847-000	10-06-4200		-30.54	-63.87	-81.39	0.00	0.00
SHARALBE MAJOR			0.00	0.00	0.00	0.00	0.00
032866-000	10-06-3955		-4.86	-6.75	-19.91	0.00	0.00
FERMIN GONZALEZ-JIMENEZ			0.00	0.00	0.00	0.00	0.00
032873-001	11-01-0480		-18.77	-28.82	-51.30	0.00	0.00
MARSHA MASSENGILL			0.00	0.00	0.00	0.00	0.00
032876-000	12-02-1420		-16.17	-39.92	-56.64	0.00	0.00
ADRIAN DUENEZ			0.00	0.00	0.00	0.00	0.00
032903-000	07-02-2627		-16.61	-56.82	0.00	0.00	0.00
KRISTOS THOKSAKIS			0.00	0.00	0.00	0.00	0.00

Account No	Reference No	Tax Lot	WTR	SWR	GBG	MIS	PEN
Customer Name			DEP				
032930-001	13-02-1440		-39.16	-39.53	-108.48	0.00	-10.00
MARIA GONZALES			0.00	0.00	0.00	0.00	0.00
032963-000	09-03-1963		0.00	-8.31	-14.43	0.00	0.00
BRADERICK BUTLER			0.00	0.00	0.00	0.00	0.00
032970-001	15-07-0710		0.00	0.00	-12.59	0.00	0.00
STEPHEN JONES			0.00	0.00	0.00	0.00	0.00
032971-000	17-02-0359		-4.49	-8.90	-25.76	0.00	0.00
ANDREA MASSENGILL			0.00	0.00	0.00	0.00	0.00
032992-000	05-04-2795		-28.94	-66.08	-73.74	0.00	0.00
STEPHEN RYBURN			0.00	0.00	0.00	0.00	0.00
032996-000	07-02-2390		-36.65	-79.17	-58.15	0.00	0.00
PATRICIA GARCIA			0.00	0.00	0.00	0.00	0.00
033004-000	07-04-4416		-27.20	-103.66	-69.85	0.00	0.00
ANGELA STILL			0.00	0.00	0.00	0.00	0.00
033009-000	13-03-1535		-4.37	-14.29	-24.23	0.00	0.00
GRISELDA URIAS			0.00	0.00	0.00	0.00	0.00
033023-000	07-02-2300		-20.74	-41.18	-65.88	0.00	0.00
DONNIE CARRASCO			0.00	0.00	0.00	0.00	0.00
033059-000	02-05-4410		0.00	0.00	-5.35	0.00	0.00
NOEL ONTIVEROS			0.00	0.00	0.00	0.00	0.00
033060-000	11-04-2490		-14.27	-24.24	-62.56	0.00	0.00
LESLIE EDGEINGTON			0.00	0.00	0.00	0.00	0.00
033069-000	07-02-2077		-18.89	-54.28	-46.06	0.00	0.00
ADOLFO RODRIGUEZ			0.00	0.00	0.00	0.00	0.00
033073-000	15-07-0450		-12.52	-25.62	-62.34	0.00	0.00
CHESTER MITCHELL III			0.00	0.00	0.00	0.00	0.00
033082-000	09-02-0635		-2.38	-1.80	-11.27	0.00	0.00
DANIEL VELASQUEZ			0.00	0.00	0.00	0.00	0.00
033101-000	07-02-2295		-9.31	-16.23	-35.32	0.00	0.00
CURTIS BOONE			0.00	0.00	0.00	0.00	0.00
033109-001	05-04-3135		-18.64	-38.57	-41.70	0.00	0.00
MATTHEW COMBS			0.00	0.00	0.00	0.00	0.00
033129-000	05-04-2840		-76.79	-114.50	-79.48	0.00	0.00
CARLOS LOPEZ			0.00	0.00	0.00	0.00	0.00
033163-000	07-02-2575		-31.73	-81.57	-43.35	0.00	0.00
KENNETH WRIGHT			0.00	0.00	0.00	0.00	0.00
033173-001	04-04-3250		-31.44	-69.00	-73.74	0.00	0.00
CIERRA GARCIA			0.00	0.00	0.00	0.00	0.00
033187-000	14-01-0425		-15.36	-11.22	-31.87	0.00	0.00
CARLA SLINKARD			0.00	0.00	0.00	0.00	0.00

Account No Customer Name	Reference No	Tax Lot	WTR DEP	SWR	GBG	MIS	PEN
033188-000 JESUS YANEZ	01-02-1180		-7.92 0.00	-18.60 0.00	-29.49 0.00	0.00 0.00	0.00 0.00
033194-000 HOMERO RUBIO	05-02-1485		-79.37 0.00	-41.38 0.00	-37.29 0.00	0.00 0.00	0.00 0.00
033200-000 TREVOR RAES	07-02-2060		0.00 0.00	-3.46 0.00	-13.00 0.00	0.00 0.00	0.00 0.00
033203-000 MELISSA ANN VALDEZ	07-02-2570		-65.93 0.00	-153.12 0.00	-67.88 0.00	0.00 0.00	0.00 0.00
033209-001 ANDRES NANEZ JR	08-03-2820		-21.67 0.00	-3.10 0.00	-25.48 0.00	0.00 0.00	0.00 0.00
033210-000 CLARA AGUIRRE	08-03-2960		-8.44 0.00	-10.16 0.00	-20.19 0.00	0.00 0.00	0.00 0.00
033220-000 BILLY JIMENEZ	05-04-2770		-21.89 0.00	-88.99 0.00	-57.88 0.00	0.00 0.00	0.00 0.00
033226-000 PAULA PHILLIPS	14-03-2825		-3.18 0.00	-3.77 0.00	-13.75 0.00	0.00 0.00	0.00 0.00
033246-000 KRISTY ARJONA	09-03-1345		-18.52 0.00	-164.42 0.00	-78.77 0.00	0.00 0.00	0.00 0.00
033280-000 LACI CHAPMAN	16-05-5411		-24.24 0.00	-51.53 0.00	-59.01 0.00	0.00 0.00	0.00 0.00
033282-000 SANDRA VALDIVIA	09-03-1470		-15.92 0.00	-21.61 0.00	-54.36 0.00	0.00 0.00	0.00 0.00
033287-000 GUADALUPE CARMONA	15-01-0105		-19.25 0.00	0.00 0.00	-71.59 0.00	0.00 0.00	0.00 0.00
033294-000 MATTHEW LARA	03-04-2435		-31.56 0.00	-102.14 0.00	-72.15 0.00	0.00 0.00	0.00 0.00
033296-000 JENNIFER LEVLON	15-04-2200		-3.59 0.00	-1.80 0.00	-5.58 0.00	0.00 0.00	0.00 0.00
033303-000 ANDRES ORNELAS	13-03-1550		-9.37 0.00	-20.65 0.00	-31.50 0.00	0.00 0.00	0.00 0.00
033335-000 JENNIFER LYMAN	07-02-1984		-6.04 0.00	-6.38 0.00	-31.03 0.00	0.00 0.00	0.00 0.00
033338-000 JOHN HAVINK	16-03-3563		-20.69 0.00	-37.88 0.00	-59.40 0.00	0.00 0.00	0.00 0.00
033343-001 LUIS ORTEGA	07-04-4439		-51.14 0.00	-134.44 0.00	-128.99 0.00	0.00 0.00	0.00 0.00
033349-000 VANESSA FOSTER	17-08-0289		-9.74 0.00	-17.06 0.00	0.00 0.00	0.00 0.00	0.00 0.00
033350-000 RAMON ANGEL	05-04-2995		-11.48 0.00	-13.70 0.00	-23.77 0.00	0.00 0.00	0.00 0.00

Account No Customer Name	Reference No	Tax Lot	WTR DEP	SWR	GBG	MIS	PEN
033352-000	06-03-1745		-78.83	-95.89	-44.56	0.00	0.00
IMELDA RUVALCABA			0.00	0.00	0.00	0.00	0.00
033356-000	04-04-3255		-23.11	-12.60	-27.90	0.00	0.00
AURORA OROSCO			0.00	0.00	0.00	0.00	0.00
033363-000	02-06-4840		-14.09	-21.99	-31.61	0.00	0.00
DEANN HENDERSON			0.00	0.00	0.00	0.00	0.00
033368-000	07-02-2661		-3.73	-3.77	-10.47	0.00	0.00
CLAUDIA MELENDEZ			0.00	0.00	0.00	0.00	0.00
033372-000	14-01-0060		-20.17	-43.99	-93.24	0.00	0.00
AUBREY HERRING			0.00	0.00	0.00	0.00	0.00
033376-000	14-02-1912		-247.96	-29.01	-72.39	0.00	0.00
DEJA EVANS			0.00	0.00	0.00	0.00	0.00
033378-000	02-03-2421		-20.39	-39.60	-72.94	0.00	0.00
ELIZABETH RODRIGUEZ			0.00	0.00	0.00	0.00	0.00
033381-000	03-04-1995		-14.88	-20.43	-67.39	0.00	0.00
ASHLEY GARCIA			0.00	0.00	0.00	0.00	0.00
033389-000	14-01-0095		-13.89	-16.45	-62.43	0.00	0.00
MIRANDA MUNOZ			0.00	0.00	0.00	0.00	0.00
033391-000	10-05-2685		-57.78	-8.63	-33.48	0.00	0.00
JESSICA VACA			0.00	0.00	0.00	0.00	0.00
033407-000	10-01-0130		-56.23	-91.13	-46.96	0.00	0.00
JOSE ALVARADO			0.00	0.00	0.00	0.00	0.00
033413-002	03-04-2585		-199.66	-168.82	-65.01	0.00	0.00
EDITH SANCHEZ-ESCAMILLA			0.00	0.00	0.00	0.00	0.00
033417-000	17-07-5446		-38.98	-82.49	-54.52	0.00	0.00
REBECCA CHRISTIAN			0.00	0.00	0.00	0.00	0.00
033444-000	13-02-1260		-24.30	-12.85	-21.18	0.00	0.00
DESIREE MATA			0.00	0.00	0.00	0.00	0.00
033448-000	10-01-0120		-258.52	-205.09	-91.45	0.00	0.00
CODY SULLIVAN			0.00	0.00	0.00	0.00	0.00
033452-000	13-04-2640		-53.65	-30.69	-26.31	0.00	0.00
GABRIEL SANDLIN			0.00	0.00	0.00	0.00	0.00
033458-000	06-03-1420		-20.32	-43.48	-39.86	0.00	0.00
DIANE SOWDERS			0.00	0.00	0.00	0.00	0.00
033461-000	08-04-3997		-62.06	-152.58	-64.77	0.00	0.00
DEANINE PITMAN			0.00	0.00	0.00	0.00	0.00
033463-000	08-02-2190		0.00	-5.51	-14.12	0.00	0.00
CORRINA JAQUEZ			0.00	0.00	0.00	0.00	0.00
033471-000	02-06-4690		0.00	0.00	-4.60	0.00	0.00
MANUEL TREVIZO			0.00	0.00	0.00	0.00	0.00



Account No Customer Name	Reference No	Tax Lot	WTR DEP	SWR	GBG	MIS	PEN
033485-000	14-01-0140		-6.99	-14.71	-18.08	0.00	0.00
MITCHELL HUNTER			0.00	0.00	0.00	0.00	0.00
033488-000	13-02-1285		-20.49	-24.27	-83.06	0.00	0.00
MARY BAEZA			0.00	0.00	0.00	0.00	0.00
033499-000	07-02-2914		-1.64	-2.96	-8.41	0.00	0.00
MARCUS TALLANT			0.00	0.00	0.00	0.00	0.00
033522-000	02-03-2100		-68.90	-79.56	-59.41	0.00	-80.00
ERIC ESTRADA			0.00	0.00	0.00	0.00	0.00
033527-000	07-02-1984		-40.24	-0.29	-0.82	0.00	0.00
MARTICA SOTO			0.00	0.00	0.00	0.00	0.00
033529-000	01-02-1345		-21.52	-39.37	-62.42	0.00	0.00
FELICIANA MORENO			0.00	0.00	0.00	0.00	0.00
033541-000	15-01-0110		-25.64	0.00	-83.33	0.00	0.00
TONY ARSBON			0.00	0.00	0.00	0.00	0.00
033543-000	15-05-3733		-5.57	-13.17	-40.28	0.00	0.00
MARCO MARQUEZ			0.00	0.00	0.00	0.00	0.00
033547-000	08-04-3580		-18.19	-30.84	-40.08	0.00	0.00
ELIZABETH LOYA			0.00	0.00	0.00	0.00	0.00
033549-001	09-03-1887		-16.94	-32.80	-74.69	0.00	0.00
MARTHA LOPEZ			0.00	0.00	0.00	0.00	0.00
033551-000	04-05-4040		-49.52	-130.16	-58.15	0.00	0.00
CONSUELA WHITE			0.00	0.00	0.00	0.00	0.00
033553-000	12-05-5285		0.00	-25.07	-20.67	0.00	0.00
JOHN REYNOLDS			0.00	0.00	0.00	0.00	0.00
033554-000	10-06-4185		-19.62	-35.40	-49.95	0.00	0.00
CRISTINA SILBA			0.00	0.00	0.00	0.00	0.00
033575-000	02-05-4220		-26.06	-44.68	-84.60	0.00	0.00
ARMANDO DELAO			0.00	0.00	0.00	0.00	0.00
033591-000	15-02-1130		-20.03	-35.24	-89.74	0.00	0.00
MURIEL GOODGAME			0.00	0.00	0.00	0.00	0.00
033592-000	10-02-0845		-154.13	-207.32	-84.13	0.00	-80.00
ISIAH NICKSON			0.00	0.00	0.00	0.00	0.00
033612-000	12-05-5060		-21.00	-46.23	-47.21	0.00	0.00
ADOLFO BECERRIL-COSME			0.00	0.00	0.00	0.00	0.00
033626-001	07-02-1984		-31.11	-62.07	-69.15	0.00	0.00
ARTURO MADRID JR			0.00	0.00	0.00	0.00	0.00
033652-000	14-01-0265		-14.27	-29.90	-36.76	0.00	0.00
TOMMY STONE			0.00	0.00	0.00	0.00	0.00
033679-000	14-03-2503		-4.43	-55.33	-35.94	0.00	0.00
BILLY MC CURTER			0.00	0.00	0.00	0.00	0.00

Account No Customer Name	Reference No	Tax Lot	WTR DEP	SWR	GBG	MIS	PEN
033690-000	16-01-1167		-22.82	-65.56	-69.51	0.00	0.00
VERONICA KEELER			0.00	0.00	0.00	0.00	0.00
033704-000	17-08-0411		-6.76	-24.22	0.00	0.00	0.00
HEIDI KNOX			0.00	0.00	0.00	0.00	0.00
033709-000	01-04-3445		0.00	-11.17	-17.44	0.00	0.00
ADAM GARCIA			0.00	0.00	0.00	0.00	0.00
033728-000	01-03-2245		-28.62	-60.29	-50.78	0.00	0.00
THERESA WEBER			0.00	0.00	0.00	0.00	0.00
033741-000	07-02-2051		-3.45	-3.57	-18.01	0.00	0.00
JASON BREWER			0.00	0.00	0.00	0.00	0.00
033762-000	16-01-1315		-15.86	-22.67	0.00	0.00	0.00
DAVID SCOTT			0.00	0.00	0.00	0.00	0.00
033766-000	07-02-2907		-4.61	-6.80	-13.00	0.00	0.00
SERENA WALLACE			0.00	0.00	0.00	0.00	0.00
033784-000	09-01-0335		-14.52	-23.46	-32.09	0.00	0.00
ITZEL ARIZMENDI			0.00	0.00	0.00	0.00	0.00
033786-000	14-02-0795		-14.55	-20.22	0.00	0.00	0.00
ISABELLA MARTINEZ			0.00	0.00	0.00	0.00	0.00
033824-000	02-03-2421		-15.18	-25.45	-24.66	0.00	0.00
GABRIEL RODRIGUEZ			0.00	0.00	0.00	0.00	0.00
033836-000	07-02-2622		-35.45	-70.16	0.00	0.00	0.00
AMBER FRANKS			0.00	0.00	0.00	0.00	0.00
033839-000	16-01-0810		-13.06	-17.44	-61.86	0.00	0.00
MISTY ESPINOZA			0.00	0.00	0.00	0.00	0.00
033863-000	17-06-4663		-23.75	-44.21	-75.97	0.00	0.00
MALISSA MCGUIRE			0.00	0.00	0.00	0.00	0.00
033867-000	02-05-4410		-55.34	-144.12	-78.77	0.00	0.00
MANUEL YSASI			0.00	0.00	0.00	0.00	0.00
033872-000	05-04-2995		-16.43	-24.32	-59.70	0.00	0.00
JOHNATHON HERNANDEZ			0.00	0.00	0.00	0.00	0.00
033874-000	08-03-2820		0.00	-26.61	-20.19	0.00	0.00
ERIKA URLIAS			0.00	0.00	0.00	0.00	0.00
033876-000	04-05-4387		0.00	0.00	0.00	0.00	0.00
RICARDO GARZA			0.00	0.00	-19.33	0.00	0.00
033885-000	18-03-0160		0.00	0.00	0.00	0.00	0.00
JAMES HAYNES			-70.85	-88.84	-33.44	0.00	0.00
033893-000	08-03-3045		0.00	0.00	0.00	0.00	0.00
JOANNE DURAN			-69.35	-106.59	-90.04	0.00	0.00
033899-000	13-01-0330		0.00	0.00	0.00	0.00	0.00
PRISCILLA WATTS			-11.82	-13.38	-15.60	0.00	0.00
			0.00	0.00	0.00	0.00	0.00

Account No Customer Name	Reference No	Tax Lot	WTR DEP	SWR	GBG	MIS	PEN
033958-000	17-04-3023		0.00	0.00	-393.60	0.00	-90.00
JOSHUA ARNOLD			0.00	0.00	0.00	0.00	0.00
033977-000	04-01-0200		-22.07	-31.20	-26.17	0.00	0.00
WAYLON MARSHALL			0.00	0.00	0.00	0.00	0.00
033993-000	13-04-2714		-6.18	-13.60	-29.58	0.00	0.00
LINDA BAILEY			0.00	0.00	0.00	0.00	0.00
033999-000	03-05-3030		0.00	0.00	-2.25	0.00	0.00
PHILIP JR GARNER			0.00	0.00	0.00	0.00	0.00
034012-000	14-02-1810		0.00	-1.38	-8.41	0.00	0.00
LAURA TELLEZ DE RIVERA			0.00	0.00	0.00	0.00	0.00
034073-000	10-05-3180		-87.50	-134.61	-86.86	0.00	-80.00
DANIEL SOSA			0.00	0.00	0.00	0.00	0.00
034109-000	07-01-0355		-21.84	0.00	-54.73	0.00	0.00
TYLER THOMPSON			0.00	0.00	0.00	0.00	0.00
034152-001	17-05-4420		-5.09	-4.32	-12.51	-202.63	0.00
MARTHA MONTES			0.00	0.00	0.00	0.00	0.00
034156-000	07-05-5060		-18.30	-51.40	-45.99	0.00	0.00
ANGELA EASTERDAY			0.00	0.00	0.00	0.00	0.00
034169-000	07-06-5690		-2.36	-0.27	-0.77	0.00	0.00
DANIEL RUSSELL			0.00	0.00	0.00	0.00	0.00
034196-000	03-06-3400		-72.89	-234.13	-120.84	0.00	0.00
IRMA CARDOZA			0.00	0.00	0.00	0.00	0.00
034198-000	02-03-2365		-53.02	-145.70	-70.35	0.00	0.00
ELVA MENDOZA			0.00	0.00	0.00	0.00	0.00
034202-000	19-01-0290		-13.13	-51.35	-58.02	0.00	0.00
KYLER WOODARD			0.00	0.00	0.00	0.00	0.00
034203-000	12-05-5285		-54.89	-125.07	-78.62	0.00	-10.00
RUSSELL BRADNEY JR			0.00	0.00	0.00	0.00	0.00
034209-000	07-02-2625		-29.62	-68.62	0.00	0.00	0.00
CASEY GARRIGAN			0.00	0.00	0.00	0.00	0.00
034234-000	06-01-0465		-32.17	-52.76	-44.84	0.00	0.00
STEVEN BUCK			0.00	0.00	0.00	0.00	0.00
034283-000	07-02-2920		-2.28	-2.70	-22.42	0.00	0.00
MYDA SAENZ			0.00	0.00	0.00	0.00	0.00
034299-000	14-03-2250		-27.78	-74.71	-38.24	0.00	0.00
MARK MARQUEZ			0.00	0.00	0.00	0.00	0.00
034309-000	10-06-3957		-125.98	-158.06	-73.16	0.00	0.00
MAURICIO CABALLERO			0.00	0.00	0.00	0.00	0.00
034345-000	09-05-3415		-16.16	-20.35	-160.12	0.00	0.00
CRISTHIAN PALOMARES			0.00	0.00	0.00	0.00	0.00

Account No Customer Name	Reference No	Tax Lot	WTR DEP	SWR	GBG	MIS	PEN
034389-000	10-01-0120		-5.68	-1.62	-4.59	0.00	0.00
SALVADOR PACHECO			0.00	0.00	0.00	0.00	0.00
034401-000	08-03-3045		-24.39	-38.84	-71.68	0.00	0.00
MALCOLM DAVID			0.00	0.00	0.00	0.00	0.00
034402-000	14-03-2975		0.00	0.00	-3.44	0.00	0.00
HERIBERTO JR PRIETO			0.00	0.00	0.00	0.00	0.00
034413-000	15-06-4780		-38.22	-94.74	-68.05	0.00	0.00
FREDERICK BRYANT			0.00	0.00	0.00	0.00	0.00
034434-000	15-05-3535		-39.64	-136.95	-71.12	0.00	0.00
SANTANA SANDY			0.00	0.00	0.00	0.00	0.00
034453-000	07-06-5689		-13.89	-16.45	-64.51	0.00	0.00
DOYLE BROWN			0.00	0.00	0.00	0.00	0.00
034505-000	07-01-0354		-0.68	0.00	-9.86	0.00	0.00
JUSTIN WILLIAMS			0.00	0.00	0.00	0.00	0.00
034586-000	05-02-1045		0.00	0.00	-13.10	0.00	0.00
ELPIDO CABALLERO			0.00	0.00	0.00	0.00	0.00
			-12,084.40	-18,313.27	-19,302.91	-242.13	-1,269.27
			0.00	0.00	0.00	0.00	0.00
					Batch Total:		
							-51,211.98



**CITY OF HOBBS**  
COMMISSION STAFF SUMMARY FORM

MEETING DATE: December 7<sup>th</sup>, 2015

**SUBJECT: CONSIDER THE APPROVAL OF AUTHORIZATION LETTER No. 3 FOR RFP No. 464-15 to BRS (Barker Rinker Seacat Architecture) FOR PROFESSIONAL ARCHITECTURE AND DESIGN SERVICES for a New Health Wellness & Learning Center (HWLC)**

DEPT. OF ORIGIN: Parks and Recreation / Engineering / General Services  
DATE SUBMITTED: December 1<sup>st</sup>, 2015  
SUBMITTED BY: JJ Murphy – City Manager

**Summary:**

On Sept. 2, 2014 the City Commission awarded the HWLC Professional Designs Services to BRS (Barker Rinker Seacat Architecture) for the Schematic Design services. On April 20<sup>th</sup>, 2015 BRS was authorized to proceed with Design Development Plans. For the Commission's consideration is authorization of the final design services for the Final Construction Documents, which City Commission approval is required. The estimated breakdown of services is as follows:

SD - Schematic Design: \$924,807.18 <Awarded Sept. 2, 2015 - Completed>

DD - Design Development: \$1,515,833.87 <Awarded 4-20-15>

**CD - Construction Documents: \$1,559,630 <Consider Award 12-7-15>**

**BN - Bidding or Negotiation Phase: \$158,000 <Consider Award 12-7-15>**

CA - Construction Admin: \$1,125,000 <Estimate and requires future consideration>

**Estimated Total Contract Amount: \$5,800,000 (GRT / Reimbursable included)**

In addition, the City of Hobbs has incorporated the CMAR (Construction Management At Risk) as a construction method in the City Procurement Ordinance, which would allow for advertising and competitive selection a potential General Contractor (GC) to be brought on board as a Team Member with Design Development Plans and Final Construction Plans.

The selected GC is **Haydon Building Corporation** (Awarded June 15<sup>th</sup>, 2015) and will provide construction estimates for each phase of design to bring both constructability knowledge and firm construction costs to ensure the project is in budget and quality of construction meets expectations. Special consideration is given to this project to ensure that the building is sustainable, energy efficient and quality construction to reduce future operational and reoccurring costs to the Community.

The third phase of awarding RFP 464-15 Barker Rinker Seacat Architecture would be **\$1,717,630 (exclusive of grt)**. The Construction Document Design Phase and Bidding / Negotiation Phase is anticipated to be complete in February of 2016.

**Fiscal Impact:**

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

*[Signature]*  
Finance Department

- **Budget Line Item:**
  - (FUND 01 - PROJ No. 200) HWLC Facility (DESIGN/CONSTRUCTION): \$61M (BRA approved 8-25-15)
  - (FUND 44 - PROJ No. 200) HWLC (INFR/UTIL) \$4M
- **SUERTE AGREEMENT (9-2-14 Comm. Meeting):**
  - Roadway / Utilities & RR Crossing: \$2,000,000
  - Drainage Improvements: \$2,000,000
- **ASSOCIATED REVENUE AND FUTURE COST SHARE:**
  - Developer Fair Share assessment: \$1,000,000
  - Drainage Pond Construction: \$250,000 (Est. Value)
  - RR License Agreement (Payment to COH) \$300,000
  - 25+ Acres Deeded or dedicated to COH (12+ acre drainage pond & 13 acres HWLC site)
- **HW&LC FACILITY (Final Programming TBD):**
  - 13+ Acre Site
  - Est. Facility Size: 150,000+ sq. ft.
  - Est. Cost of HWLC Facility: \$61M to \$65M (based on Preliminary Estimates)
  - Est. Off-Site Improvement (Noted above) \$4M
  - Est. Revenue (Annual) TBD \*
  - Est. Expenditures (Annual) TBD \*\*
  - Est. Net Reoccurring Costs \$1.4M / yr \*\*\*

\* An estimated \$1.7M in revenue is from the May 9, 2014 City of Hobbs Community Recreation Center Feasibility Study by Ballard\*King, which is based on 180,000+ sq.ft. Facility. Part of the programming re-alignment will determine new estimated revenue

\*\* An estimated \$3.5M in expenditures is from the May 9, 2014 City of Hobbs Community Recreation Center Feasibility Study by Ballard\*King, which is based on 180,000+ sq.ft. Facility, which included an ice rink. NOTE: The proposed project does not include an ice rink

\*\*\*No more than \$1.3M in net reoccurring costs is a goal for this project, which would be shared costs with City of Hobbs, NMJC, Lea County and Hobbs Schools. This was reduced from \$1.4M to \$1.3M to reflect the proposed MOU's with other partners. Final programming and fee schedules for the proposed uses will determine final estimated revenue and expenditure.

**Attachments:** BRS Authorization Letter

**Legal Review:**

Approved As To Form:

*[Signature]*  
City Attorney

**Recommendation:**

Commission consideration for the approval of the authorization to Barker Rinker Seacat Architecture

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. _____



**BARKER  
RINKER  
SEACAT**  
ARCHITECTURE

November 30, 2015

Mr. Sam Cobb  
Mayor  
City of Hobbs  
200 E. Broadway  
Hobbs, NM 88240

Subject: Health Wellness and Learning Center, Hobbs, NM Authorization to Proceed into Construction Documents, Bidding and Construction Administration Services

Dear Mayor Cobb;

Thank you and your staff for reviewing the 100% Design Development drawings (documents) we released on November 6, 2015.

Pursuant to Section 3.3.1 of our agreement, by signing below, the City of Hobbs authorizes the BRS-D/P/S design team to proceed into the following Professional Services phases:

Construction Documents services:	\$ 1,559,630
Bidding/ Negotiation services:	\$ 158,000
CD-CA expenses:	\$ 16,912
Total CD - BN fees and expenses:	\$ 1,734,542 exclusive of NMGRT

Please sign below and submit to my attention. We look forward to seeing you and the Quality of Life Committee again on December 16, 2015.

Respectfully submitted,

Agreed,

Steve Blackburn, AIA  
Principal  
Barker Rinker Seacat Architecture

\_\_\_\_\_  
Sam Cobb  
Mayor  
City of Hobbs

\_\_\_\_\_  
Date

**DENVER**  
3457 RINGSBY COURT  
UNIT 200  
DENVER, CO 80216

**DALLAS**  
129 S. MAIN ST.  
UNIT 230  
GRAPEVINE, TX 76051

**CONTACT**  
303.455.1366  
WWW.BRSARCH.COM

# Exhibit B - Architectural / Engineering Cost Summary

Hobbs Health, Wellness & Learning Center  
 Scope of Services - Fee Allocation

Prepared 8/26/2014  
 Revised 11/30/2015

<b>Construction Budget</b>	
Construction Cost	\$ 51,251,587

Includes Owner budgets for the following:  
 On Site Construction; Building Construction;  
 and Contingencies for Site, Estimating and Construction

<b>Design Fee Allocation</b>			<b>Breakdown by Phase</b>				
	Total	%*	SD cost	DD cost	CD cost	BN cost	CA cost
Architect of Record	\$ 2,282,396	6.24%	\$ 388,525	\$ 751,030	\$ 917,250	\$ 10,682	\$ 214,910
Associate Architect	\$ 916,003		\$ 155,203	\$ 176,506	\$ 74,254	\$ 21,302	\$ 488,738
Civil	\$ 117,000		\$ 19,890	\$ 33,930	\$ 36,270	\$ 1,170	\$ 25,740
Landscaping	\$ 86,500		\$ 17,300	\$ 23,355	\$ 29,410	\$ 865	\$ 15,570
Structural	\$ 194,000		\$ 29,100	\$ 38,800	\$ 83,420	\$ 3,880	\$ 38,800
Mechanical / Plumbing	\$ 236,000		\$ 23,600	\$ 70,800	\$ 101,480	\$ 4,720	\$ 35,400
Electrical	\$ 185,050		\$ 27,758	\$ 55,515	\$ 55,515	\$ 3,701	\$ 42,562
Aquatics	\$ 125,315		\$ 25,063	\$ 37,595	\$ 43,860	\$ 6,266	\$ 12,532
Ice	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Specifications	\$ 15,000		\$ 750	\$ 9,750	\$ 4,500	\$ -	\$ -
Additional Services included in proposal fee							
Interiors	\$ 188,500		\$ 32,045	\$ 37,700	\$ 75,400	\$ 1,885	\$ 41,470
Furniture Selection	\$ 24,600		\$ 4,182	\$ 7,134	\$ 7,626	\$ 246	\$ 5,412
Wayfinding Signage	\$ 16,000		\$ 2,720	\$ 4,640	\$ 4,960	\$ 160	\$ 3,520
Acoustics	\$ 24,000		\$ 2,400	\$ 8,160	\$ 8,640	\$ 480	\$ 4,320
Kitchen Design	\$ 15,000		\$ 1,500	\$ 5,100	\$ 5,400	\$ 300	\$ 2,700
Cost Estimator	\$ 27,000		\$ 4,000	\$ 6,000	\$ 17,000	\$ -	\$ -
Audio Visual Design		<i>included in Electrical</i>	\$ -	\$ -	\$ -	\$ -	\$ -
Security Design - Access Control		<i>included in Electrical</i>	\$ -	\$ -	\$ -	\$ -	\$ -
Tele / Data / TV Cabling Design		<i>included in Electrical</i>	\$ -	\$ -	\$ -	\$ -	\$ -
Auto Shade Design		<i>included in Electrical</i>	\$ -	\$ -	\$ -	\$ -	\$ -
Energy Modeling	\$ 19,625		\$ 11,775	\$ 7,850	\$ -	\$ -	\$ -
Daylight Analysis	\$ 11,000		\$ 7,040	\$ 3,960	\$ -	\$ -	\$ -
Commissioning - Fundamental	\$ 77,000		\$ -	\$ -	\$ 6,160	\$ 70,840	\$ -
Commissioning - Enhanced	\$ 34,500		\$ 2,070	\$ 10,005	\$ 7,935	\$ 14,490	\$ -
LEED Certification Submittal	\$ 103,961		\$ 13,864	\$ 24,495	\$ 38,518	\$ 15,184	\$ 11,900
Measurement & Verification	\$ 17,500		\$ -	\$ -	\$ 1,050	\$ -	\$ 16,450
Review of CMGC Submissions	\$ 1,500		\$ 1,500	\$ -	\$ -	\$ -	\$ -
CMGC On-Site Interviews	\$ 4,000		\$ 4,000	\$ -	\$ -	\$ -	\$ -
Lightning Dissipation System	\$ 2,000		\$ 340	\$ 580	\$ 620	\$ 20	\$ 440
Digital Signage Design	\$ 1,800		\$ 306	\$ 522	\$ 558	\$ 18	\$ 396
Emergency Power (\$4K to \$8K)	\$ 6,000		\$ 1,020	\$ 1,740	\$ 1,860	\$ 60	\$ 1,320
Elec. Coordination of PV array	\$ 7,000		\$ 1,190	\$ 2,030	\$ 2,170	\$ 70	\$ 1,540
Mech. Option A (Hydronic Heat)	\$ 39,000		\$ 3,900	\$ 11,700	\$ 16,770	\$ 780	\$ 5,850
Mech. Option B (Chilled Water Plant)	\$ 29,200		\$ 2,920	\$ 8,760	\$ 12,556	\$ 584	\$ 4,380
Mech. Option C (Hydronic Heat for VAV)	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Mech. Option D (Solar Performance & CA)	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Mech. Option D1 (Solar Design Docs)	\$ 15,000		\$ 1,500	\$ 4,500	\$ 6,450	\$ 300	\$ 2,250
Additional Bid Packages	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Record Documents	\$ 47,450		\$ -	\$ -	\$ -	\$ -	\$ 47,450
<b>Subtotals</b>	\$ 1,670,500	3.26%	\$ 785,460	\$ 1,342,160	\$ 1,559,630	\$ 158,000	\$ 1,023,650
<b>Total Fees SD-CA</b>	\$ 4,868,900		* % of Construction Cost				

Total CD-BN fees of \$1,717,630 exclusive of NMGR



**Assumptions:**

- 1 Assumes a two-story structure. New Construction of approximately,156,000 sf., Should the above SF amount change more than 10%, the Design and Engineering fees will be adjusted accordingly.
- 2 Site is assumed to be approximately 13 acres and is free of development or environmental hazards and will not require demolition or clean up.
- 3 Please note these fees are exclusive of New Mexico Gross Receipts Tax (NMGRS) which will be billed at the prevailing rate at the time of billing. Currently these are 6.8125% for the City of Hobbs but these can change twice a year. We invoice monthly based on our percentage of completion. Payments are due and payable thirty (30) days from the date of invoice. All amounts unpaid one month after invoice date shall accrue interest at a rate of 1.50% per month.
- 4 Owner will provide geotechnical and survey information
- 5 No traffic engineering study and no traffic signal design is anticipated.
- 6 A conventional foundation with slab on grade floors is anticipated. Structural floor at grade is not anticipated.
- 7 Construction documents are anticipated to be released in a single package. Issuing multiple packages to accelerate the construction schedule is an additional service.
- 8 All fees for permits and jurisdictional approvals, utilities and taxes have been excluded
- 9 Printing of review sets, agency submission sets and final construction set of drawings and specifications are not included but will be provided as a reimbursable expense. Exact number of sets and distribution will be coordinated by design team with Owner.
- 10 Kitchen design equipment is assumed to be residential in nature. No commercial kitchen services are assumed.
- 11 Design of any solar structure and equipment not located on the building is not included but can be provided as an additional service.
- 12 LEED Services assume a Silver certification level
- 13 USGBC fees to register this project for LEED are separate from fees and will be a reimbursable expense.

Health, Wellness & Learning Center, Hobbs, New Mexico

Exhibit D

Reimbursable Expense Budget

Prepared on: 3/25/2014

Revised:

8/27/2014

Expenses	Value
Travel (see detail)	\$ 147,200.05
Consultant misc. reimbursable cost	\$ 9,300.00
LEED (includes USGBC/LEED fees and travel)	\$ 19,000.00
Deliveries	\$ 600.00
Printing (incl. 5 copies of SD report, 3 half-size sets at DD and CD review, does not incl. bid sets)	\$ 15,000.00
Electronic Communications (mo. fee of \$200 for GoTo Meeting, Video Conferencing, NewForma, etc.)	\$ 7,200.00
Misc.	\$ 500.00
Sub-Total	\$ 198,800
10% mark-up	\$ 19,880
TOTAL	\$ 218,680

Total CD-CA Reimbursable Expense Budget = \$128,627 exclusive of NMGRT

\$218,680 initial expense estimate

+ \$10,382 additional trip expenses in SD for Gillette field trip and additional Hobbs trip meetings

\$229,062 revised reimbursable expenses

- \$100,435 previously authorized

- \$111,715 CA expenses

= \$16,912 CD-BN reimbursable expenses

**Hobbs Multi-Generational Facility**  
**Exhibit D : Project Reimbursable Expenses**  
 Barker Rinker Seacat Architecture & Consultant Team Travel Budget  
 Prepared on: 3/25/2014  
 Revised:

**Schematic Design**

	Consult.	persons	nights	reimb	airfare	car	hotel	meals	Notes
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Workshop #1	BRSA	3	2	\$ 290	\$ 1,777	\$ 378	\$ 1,014	\$567	in Hobbs
Workshop #1	WTI	1	1	\$ 74	\$ 592	\$ 252	\$ 169	\$126	in Hobbs
Workshop #1	Norris	1	2	\$ 97	\$ 592	\$ 378	\$ 338	\$189	in Hobbs
Workshop #1	DPS	2	2			\$ 378	\$ 676	\$378	in Hobbs
Workshop #2	BRSA	3	2	\$ 290	\$ 1,777	\$ 378	\$ 1,014	\$567	in Hobbs
Workshop #2	Reese	1	2	\$ 97	\$ 592	\$ 378	\$ 338	\$189	in Hobbs
Workshop #2	DPS	2	2			\$ 378	\$ 676	\$378	in Hobbs
Workshop #3	WTI	1	1	\$ 74	\$ 592	\$ 252	\$ 169	\$126	in Hobbs
Workshop #3	TBG	1	1	\$ 74	\$ 592	\$ 252	\$ 169	\$126	in Hobbs
Workshop #3	G14	1	1	\$ 74	\$ 592	\$ 252	\$ 169	\$126	in Hobbs
Workshop #3	BRSA	3	2	\$ 290	\$ 1,777	\$ 378	\$ 1,014	\$567	in Hobbs
Workshop #3	DPS	2	2			\$ 378	\$ 676	\$378	in Hobbs
<b>SD Total</b>		<b>21</b>	<b>20</b>	<b>\$ 1,359</b>	<b>\$ 8,883</b>	<b>\$ 4,032</b>	<b>\$ 6,424</b>	<b>\$ 3,717</b>	<b>\$ 24,415</b>

**Design Development**

Workshop #1	BRSA	2	2	\$ 194	\$ 1,184	\$ 378	\$ 676	\$378	in Hobbs
Workshop #1	BRS Interiors	1	2	\$ 97	\$ 592	\$ 378	\$ 338	\$189	in Hobbs
Workshop #1	DPS	2	2			\$ 378	\$ 676	\$378	in Hobbs
Workshop #1	Reese	1	2			\$ 378	\$ 338	\$189	in Hobbs
Workshop #1	WTI	1	1	\$ 74	\$ 592	\$ 252	\$ 169	\$126	in Hobbs
Workshop #1	Norris	1	2	\$ 97	\$ 592	\$ 378	\$ 338	\$189	in Hobbs
Workshop #2	Video Conf w/ Owner								in Denver
Workshop #3	BRSA	2	2	\$ 194	\$ 1,184	\$ 378	\$ 676	\$378	in Hobbs
Workshop #3	BRS Interiors	1	2	\$ 97	\$ 592	\$ 378	\$ 338	\$189	in Hobbs
Workshop #3	Reese	1	2	\$ 97	\$ 592	\$ 378	\$ 338	\$189	in Hobbs
Workshop #3	Norris	1	2	\$ 97	\$ 592	\$ 378	\$ 338	\$189	in Hobbs
Workshop #3	DPS	2	2			\$ 378	\$ 676	\$378	in Hobbs
<b>DD Total</b>		<b>15</b>	<b>21</b>	<b>\$ 945</b>	<b>\$ 5,922</b>	<b>\$ 4,032</b>	<b>\$ 4,902</b>	<b>\$ 2,772</b>	<b>\$ 18,573</b>





CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: December 7, 2015

SUBJECT: RESOLUTION TO APPROVE AN AFFORDABLE HOUSING FUNDING COMMITMENT AND LETTER OF FINANCIAL SUPPORT TO TIERRA REALTY TRUST FOR A PROPOSED AFFORDABLE HOUSING COMPLEX TO BE LOCATED SOUTHWEST OF THE INTERSECTION OF YESO AND JEFFERSON, PHASE 2 OF PLAY ESCONDIDA AND THE ACQUISITION AND REHABILITATION OF THE BEL AIRE APARTMENTS LOCATED AT 2021 N. JEFFERSON.

DEPT. OF ORIGIN: Planning Division
DATE SUBMITTED: December 29, 2014
SUBMITTED BY: Kevin Robinson - Planning Department

Summary: Tierra Realty Trust has proposed to finance and develop a 60 unit affordable multi-family housing complex on developer owned property located southwest of the corner of Yeso and Jefferson. Additionally, TRT is also proposing to acquire and rehabilitate the 38 existing units located at 2021 N. Jefferson as affordable housing. The addition of the acq/rehab component of the project will allow the project to score an additional 15 point with NMMFA increasing the possibility of the project receiving a LIHTC award.

The Developer has requested a Local Contribution of \$1,650,000.00 in financial assistance. The projects Total Development Cost is \$16,169,960.00 so a local contribution of 10% of TDC would earn the Developer 10 points in scoring toward LIHTC funding. Municipal Code Chapter 3.14 allows the City to extend financial incentives to stimulate the development and construction of affordable housing projects for multi-family housing. In order to qualify, the project must be considered as an Affordable Housing Project according to the City's Affordable Housing Plan. The Project must also be approved and funded by the NMMFA and comply with State MFA rules.

The Resolution proposes that the City make a conditional offer of financial assistance in an amount not to exceed \$1,650,000.00, and waiver of development fees to Tierra Realty Trust if the proposed project is funded by the state and developed. The Letter of Financial Support gives approval to the Project and commits the funding, contingent on the Developer receiving an allocation of LIHTC's during the 2016 cycle.

Fiscal Impact: Reviewed By: [Signature] Finance Department

This resolution will cause the City to incur a maximum expense of \$1,650,000.00 for the development of this affordable housing project in fund 01-0100-44901-00169, if the application is funded by NMMFA.

Attachments: Resolution, Draft Letter of Commitment, Funding Request from Tierra Realty Trust.

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

Recommendation:

Staff recommends consideration of the Resolution to approve the commitment to Tierra Realty Trust.

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. 6387

**RESOLUTION TO APPROVE AN AFFORDABLE HOUSING FUNDING COMMITMENT AND LETTER OF FINANCIAL SUPPORT TO TIERRA REALTY TRUST FOR A PROPOSED AFFORDABLE HOUSING COMPLEX TO BE LOCATED SOUTHWEST OF THE INTERSECTION OF YESO AND JEFFERSON, PHASE 2 OF PLAY ESCONDIDA AND THE ACQUISITION AND REHABILITATION OF THE BEL AIRE APARTMENTS LOCATED AT 2021 N. JEFFERSON.**

WHEREAS, the City Commission has previously approved Tierra Realty Trust as a qualified housing developer of affordable multi-family housing and certified this company as a "Pre-Qualifying Grantee"; and

WHEREAS, Tierra Realty Trust intends to submit an application to the NMMFA for a scattered site development to include 60 new units of affordable multi-family units located in the SW corner of Yeso and Jefferson, Phase 2 of Playa Escondida, 38 existing units to be acquired and rehabilitated located at 2021 N. Jefferson; and

WHEREAS, a proposed letter of financial support is attached to this resolution, along with the local contribution funding request to the City from Tierra Realty Trust.

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

1. The City of Hobbs hereby approves the Letter of Financial Support for the proposed Affordable Multi-Family Housing Project, and the Mayor is hereby authorized to sign the letter, a copy of which is attached hereto as Exhibit "A" and made a part of this Resolution.

2. The City of Hobbs hereby approves a commitment of financial support in an amount not to exceed One Million Six Hundred Fifty Thousand Dollars (\$1,650,000) as a contribution to Tierra Realty Trust, under the City of Hobbs Affordable Housing Funding Programs, subject to NMMFA funding.

PASSED, ADOPTED AND APPROVED this 7<sup>th</sup> day of December, 2015

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

ATTEST:

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



*Office of the Mayor*

---

200 E. Broadway St.  
Hobbs, NM 88240

575-397-9206 bus  
575- 397-9227 fax

*City of Hobbs, New Mexico*

December 7, 2015

Mr. Stephen G. Crozier  
Tierra Realty Trust, LLC  
440 Gausteo Street  
Santa Fe, NM 87501

RE: City of Hobbs issuance of a Letter of Financial Support and Conditional Approval of Tierra Realty Trust's Application for Affordable Housing Incentive Funding.

Dear Mr. Crozier:

This letter is an affirmation that the City of Hobbs welcomes and supports Tierra Realty Trust's proposed 60 new units of affordable multi-family housing (Playa Phase 2), to be located southwest of the intersection of Yeso and Jefferson, as well as the proposed acquisition and rehabilitation of 38 units of affordable multi-family housing located at 2021 N. Jefferson, in the City of Hobbs.

The City Commission has approved a commitment of financial support in an amount not to exceed One Million Six Hundred Fifty Thousand Dollars (\$1,650,000.00) as Gap Financing to Tierra Realty Trust's proposed scattered site affordable multi-family housing complex, under the City of Hobbs Affordable Housing Funding Programs, and subject to the conditions as stated in the attached Resolution. Also, the City shall waive all applicable City development fees including building permit fees and utility connection fees on the project. These commitments are subject to approval and funding of your project by NMMFA, City governmental appropriations and/or referendum. This offer will expire on December 31, 2016.

The proposed multi-family housing development will be subject to all rules, regulations and requirements as promulgated within the City of Hobbs Municipal Code, Major Thoroughfare Plan, Building Codes and Fire Codes. This project will require full buffering from adjacent properties, drainage improvements that reduce post development off site discharge and a security system tied into the Hobbs Public Security System. Additionally, the property will be subject to a long term maintenance agreement to maintain the exterior in an "as new" condition to include building facades, landscaping, lighting and any public hardscape.

If we can be of any assistance during the development process please feel free to call us. Should you or your staff have any questions please contact JJ Murphy, City Manager at (575) 397-9206. We look forward to working with you.

Sincerely,

**CITY OF HOBBS, NEW MEXICO**

---

Sam D. Cobb – Mayor

**REQUEST FOR CITY FUNDING FOR ESSENTIAL WORKFORCE HOUSING**

9% Housing Tax Credit

SUBMITTED TO

**THE CITY OF HOBBS**

BY

**TIERRA REALTY TRUST, LLC**

FOR

**PLAYA ESCONDIDA-PHASE 2**

98 UNITS OF AFFORDABLE LUXURY APARTMENT HOMES

NOVEMBER 18, 2015



## **Table of Contents**

- I. Executive Summary
- II. Scoring Criteria i-iv
- III. TRT Financial Position
- IV. Projections
- V. Tierra Realty Trust, LLC Entity Information
- VI. Deed/Site Control/Land Appraisal
- VII. No Default Certification
- VIII. Campaign Contribution and NM Bidder Forms

## I. Executive Summary

Tierra Realty Trust, LLC ("TRT") is pleased to respond to the City of Hobbs' ("City") need for the development and construction of Essential Workforce Low to Moderate Income Rent Restricted Housing.

TRT, founded in 1997 by Stephen G. Crozier, is a vertically integrated real estate operating company with extensive experience in the development, construction and long term ownership and management of apartment home communities throughout New Mexico. TRT is a long-term owner and operator of the communities it develops. TRT sister companies are Tierra Realty Services, LLC ("TRS") and Century Communities II, LLC ("CCII"). TRS provides professional property management services and CCII provides construction services for TRT's growing property portfolio.

TRT is interested in only creating communities that are architecturally significant, sustainable and of the highest quality.

TRT is proposing Playa Escondida PHASE 2 to be 98 units of affordable luxury apartment homes consisting of 60 units of new construction located on the west vacant 4 acre site owned by TRT located at the southwest corner of Yeso and Jefferson Streets and the acquisition and rehabilitation of 38 units of existing apartments known as Bel Aire Apartments located at 2021 Jefferson Street-collectively known as "Playa". 100% of the units will be set-aside for households earning 60% or less of the area's gross median income ("AGMI"). The unit mix shall be 14 one bed one bath units, 70 two bed one bath units and 14 three bed 1.75 bath units. Both Playa and Bel Aire will offer a Community Building to include common laundry, fitness and computer room, leasing office and great room. Playa and Bel Aire will also provide community gardens and playground areas for its residents. The total conditioned square feet of Playa is 61,660 sf and 38,125 for Bel Aire. Playa will be restricted as a low to moderate income community for a minimum period of 45 years.

TRT is planning to completely rehabilitate Bel Aire to meet current building and ADA codes and LEED standards as well as constructing a new community building within the central courtyard of Bel Aire. In addition, TRT will redesign Bel Aire's landscaping and hardscape to native xeriscape plantings, gravel pave parking and add on-site storm water retention to hold all storm water produced by Bel Aire on site.

Ownership and financing for both Bel aire and Playa will be the same-to be held under Playa Escondida Housing II, LLLP. TRT has successfully developed several scattered site projects with the most recent project completed in 2013 in Taos, NM.

By adding the rehabilitation component of Bel Aire to Playa, TRT is able to increase the MFA QAP project scoring by additional 15 points. TRT and 2 other applicants last year in the 2015 MFA 9% HTC round were unsuccessful in obtaining tax credit awards due to low scores as being just a pure new construction project. TRT's believes the rehabilitation scoring component will make Playa extremely competitive in 2016 MFA funding round.

As with all TRT communities, Playa will be a very green extremely energy efficient community. Playa is targeting LEED Platinum.

Playa's landscaping will be xeriscaped and use only drought tolerant plantings.

Playa will provide on-site 24 hour professional property management services provided by TRS a wholly owned subsidiary of TRT.

Total development costs for Playa are estimated at \$16,169,960. Permanent Sources of funding for Playa are proposed to be as follows:

- i. 9% Housing Tax Credit ("HTC") Equity of \$11,000,000
- ii. Permanent Loan of \$2,750,000
- iii. HOME Funds of \$400,000
- iv. NMSBTC of \$369,960
- iv. City of Hobbs Gap Funding of \$1,650,000

The City's contribution rate of return is 1,230% based on the formula provided in the City's 2015 LIHTC Local Contribution Policy. The amount requested above is approximately \$500,000 less than the new construction award made by the City of Hobbs in 2015.

Playa's estimated development timeline is as follows:

- i. Submit Funding of 9% HTC Application to New Mexico Mortgage Finance Authority ("NMMFA") by 2/2/16
- ii. Receive 9% HTC Funding Reservation from NMMFA by 5/31/16
- iii. Close Funding and Commence Construction by 10/31/16
- iv. Construction Completion by 10/31/17
- v. Stabilized Occupancy/Permanent Loan closing by 5/31/2018

## **II. Scoring Criteria**

i. Scoring Criteria – In 2011, TRT has completed La Pradera, a 60-unit 100% affordable LEED Platinum apartment home community located at the southeast corner of Del Paso and Glorietta Streets in Hobbs, NM. La Pradera was constructed by CCII, is managed by TRS and owned by TRT. La Pradera was completed on time and on budget and constructed in accordance with the Hobbs' building codes and all of Hobbs' development regulations and policies

La Pradera is an example of TRT's deep development experience, technical expertise and financial capacity to develop a community that is architecturally significant, sustainable and of the highest quality.

In addition, TRT has commenced construction of Playa Escondida Phase I scheduled to be completed in mid-summer 2016.

Since 1997, TRT has completed 16 other similarly funded affordable, market and mixed income housing communities throughout New Mexico as follows:

Tierra Montosa, Taos, NM: 44 Apartment Units of Housing Tax Credit/1997 Tax Credit Award  
La Tierra Apartment Homes, Ruidoso, NM: 60 Units of Housing Tax Credit/1997 Tax Credit Award  
Loma Parda Courtyard Homes, Taos, NM: 60 Units of Housing Tax Credit/1999 Tax Credit Award  
Eagle View Plaza, Picuris Pueblo: 16 Units of Housing Tax Credit/1999 Tax Credit Award  
Ladera Apartment Homes, Ruidoso Downs, NM: 60 Units of Housing Tax Credit/2000 Tax Credit Reservation  
Walnut Street Courtyard Homes, Clayton, NM: 25 Units of Housing Tax Credit/2000 Tax Credit Reservation  
Azotea Senior Apartment Homes, Alamogordo, NM: 60 Units of Housing Tax Credit/2004 Tax Credit Award  
Cottonwood Commons, Alamogordo, NM: 60 Units of Housing Tax Credit/2005 Tax Credit Award  
El Cerrito, Taos, NM: 60 Units of Housing Tax Credit/2005 Tax Credit Award  
Taos Live/Work:Off the Grid Live/Work Housing/Completed 2006  
Wilshire Gardens, Roswell, NM: 90 Units of Housing Tax Credit/2006 Tax Credit Award  
Lolomas, Clovis, NM: 55 Units of Housing Tax Credit/2007 Tax Credit Award  
La Pradera, Hobbs, NM: 60 Units of Housing Tax Credit/2009 Tax Credit Award  
Hotel Clovis Lofts: 60 Units of Housing Tax Credit/2010 Tax Credit Award  
Taos Haus +6: 31 units of Housing Tax credits/2012 Tax Credit Award  
Andausia: 60 units of Housing Credits/2013 Tax Credit Award-Under Construction  
Playa Escondida: 60 units of Housing Tax Credits/2014 Tax Credit Award-Under Construction

TRT has also received numerous design awards for its communities as follows:

Providence Preservation Society – 1990 Restoration of the Year Award- Armory District-Providence, RI  
NMMFA 2002 Design Excellence Award – Eagle View Plaza – Picuris Pueblo, NM  
NMMFA 2001 HTC Design Competition Award-P'oh'kay Village-San Juan Pueblo, NM  
NMMFA 2003 HTC Design Competition Award-Ladera Apartment Homes-Ruidoso Downs, NM  
NMMFA 2003 HTC Design Competition Award-Walnut Street Courts, Clayton, NM  
NM Apartment Association- 2003 Senior Housing Design Excellence Award- Loma Parda – Taos, NM  
NMMFA 2004 HTC Design Competition Award-Azotea Senior Apartment Homes- Alamogordo, NM  
NMMFA 2005 HTC Design Competition Award-Cottonwood Commons- Alamogordo, NM  
NMMFA 2005 HTC Design Competition Award-El Cerrito- Taos, NM  
NMMFA 2006 HTC Design Competition Award-Wilshire Gardens- Roswell, NM  
NMMFA 2009 HTC Design Competition Award-La Pradera- Hobbs, NM  
NMMFA 2010 HTC Design Competition Award-Playa Escondida- Hobbs, NM  
NMMFA 2011 HTC Design Competition Award-Playa Escondida- Hobbs, NM  
NMMFA 2014 HTC Design Competition Award-Playa Escondida- Hobbs, NM  
NMMFA 2015 HTC Design Competition Award-Playa Escondida- Hobbs, NM  
Lolomas, Clovis, NM-2010 RADA Residential Architect Magazine-Affordable Merit of the Year Award  
La Pradera, Hobbs, NM- 2012 Charles L. Edison Tax Credit Excellence Award  
Hotel Clovis Lofts, Clovis, NM- 2013 Charles L. Edison Tax Credit Excellence Award

### Project Readiness

As stated in the executive summary above TRT owns debt-free the 4 acre site on which Playa is proposed and has the Bel Aire Apartments under contract. Upon the City awarding the RFP to TRT, TRT could proceed immediately with the development process and securing financing. TRT has completed full construction drawings of Playa as demonstrated by the following architectural submittals consisting of a site plan, elevations and perspectives.

### Community Services

As with most of TRT communities, TRT provides supportive services to its residents. TRT is proposing the following services to the residents of Playa:

1. Community Gardens and gardening seminars provided by Lea County Master Gardeners
2. Quarterly Financial Literacy and Job Seeking Training
3. Health Screening
4. On site Daycare

### Infrastructure Needs

Due to the infill nature of Playa's proposed sites off-site site infrastructure needs are anticipated as being minimal to none.



**Developer : Tierra Realty Trust**  
 440 Galisteo Street  
 Santa Fe, New Mexico 87501  
 p: 505.954.1486  
 f: 505.819.5949

**Architect : RMKM Architecture**  
 400 Gold Avenue SW . Studio 1100  
 Albuquerque, NM 87102  
 p: 505.243.5454  
 f: 505.243.5898

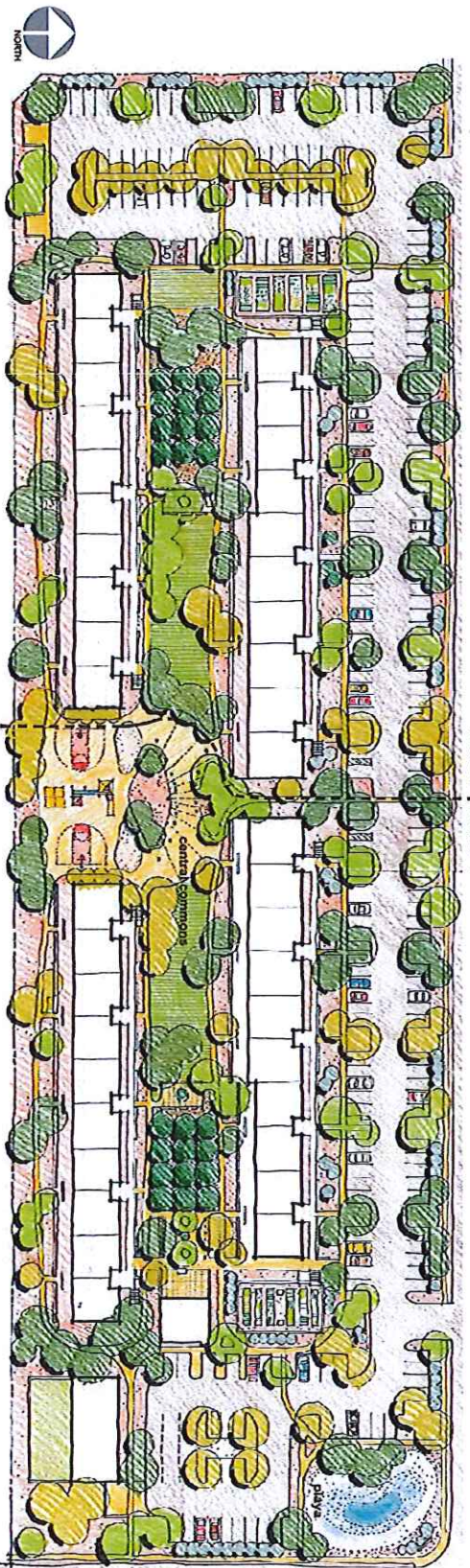


2015 PHASE II  
 CITY OF HOBS, NEW MEXICO  
 PLAYA ESCONDIDA  
 tierra realty + RMKM  
 trust + ARCHITECTURE

JANUARY 28

# LANDSCAPE PLAN

Phase 2: Phase 1



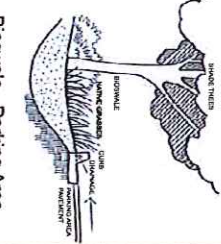
## LANDSCAPE NARRATIVE

The landscape for Playa Escondida is based on providing attractive and comfortable outdoor spaces that will serve the functional needs of the residents.

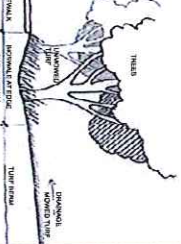
The landscape includes two distinct zones: one external and one internal relative to the residences. The external landscape includes the parking lots and the outdoor areas adjacent to the buildings. This area also includes the 'Playa'. Landscape areas adjacent to buildings will be open gravel containing groupings of trees. Roadway frontages will be buffered with shrub massing and trees. The Playa will be fed by storm runoff from the parking area. A recessed area of concrete gravels will delineate the ponding area. Simply groupings of native grasses and trees will frame parts of the Playa and offer habitat for birds that are attracted to these ephemeral ponds. This natural area will serve as an umbrella for the residents and also a 'signpost' for the complex.

The internal landscape comprises the Central Commons area. The Central Commons includes gathering areas, play areas, and community fruit orchards. Two large open spaces are comprised of bermed turf. This is an ideal surface for recreation, gathering, and relaxation. The green turf provides a cooling contrast to the adjacent pavement and gravel areas. Groupings of trees will provide pools of shade to temper summer's heat. The trees will also soften the adjacent architecture and provide a sense of privacy between residences and the Commons with a leafy screen.

## ELEMENTS OF THE CENTRAL COMMONS



Bioswale - Parking Area



Bioswale - Commons

### The Plaza

A central place where residents may gather and sit. Concrete 'pods' and benches provide seating. Residents can also watch their children at play in the adjacent play areas. A canopy of deciduous trees will provide shade and help to cool the air in summer. The plaza will be open to warming sun in winter. A sundial will add interest by marking the day's hours.

### Grass Berms

An open area of turf that will offer a place for children to run and tumble. Small groups of trees will provide shaded areas to sit under on the edges. Placed between the orchards and the grass berms, smaller paths areas offer alternative places from the Plaza for strolling/gathering such as for teens who may prefer an adjacent setting or a family's weekend barbecue.

### Playgrounds

Playgrounds are placed adjacent to the plaza where parents can watch their children while relaxing or socializing with others. There are two sand areas, a play structure and two basketball half-courts. The courts are located at the ends of the building away from windows to mitigate noise. There is also a four square court and climbing bars.

### Fruit Tree Orchards

Containing various fruit trees for the communal use of residents. The orchards also serve to highlight the seasons. This area would be mulched with shredded bark.

### Garden Plots

Raised planters assigned by request to residents will give them the opportunity to participate in the healthy trend of growing some of their own food and flowers. This also adds to the complex's social opportunities.

## PLANT LIST

### Trees

- Cedar Elm (*Ulmus crassifolia*)
- Chinese Pistache (*Pistacia chinensis*)
- Texas Red Oak (*Quercus buckleyi*)
- Texas Red Oak (*Quercus laevis*)
- Desert Willow (*Chrysalidocarpus*)
- Eastern Red Cedar (*Juniperus virginiana*)

### Shrubs

- Agave Palm (*Fallopia paradisiaca*)
- Texas Ranger (*Lanternplant chinensis*)
- Seagreen Juniper (*Juniperus chinensis 'Sagegreen'*)
- Autumn Sage (*Salvia greggii*)
- Co-color Scaevola (*Scaevola taccada*)
- Conchital Shrub (*Pennisetum setosum*)

### Grasses and Accents

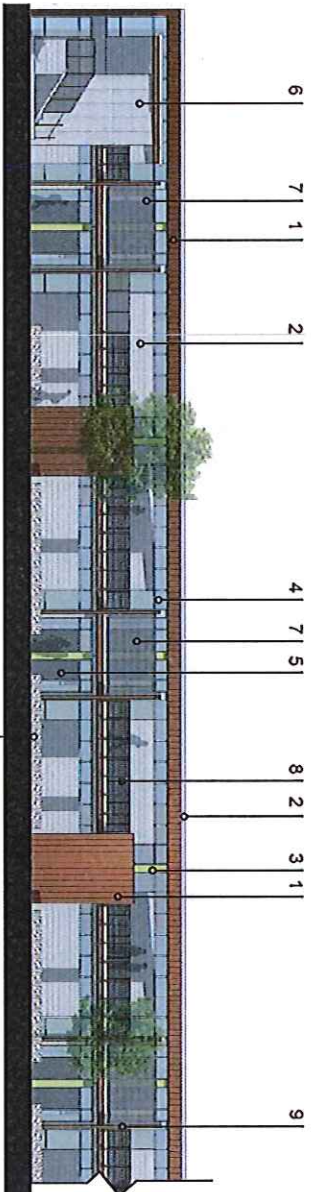
- Red Yucca (*Yucca rostrata*)
- Pink Mandy (*Muhlenbergia dubia*)
- Bluegrass (*Poa annua*)
- Blue Grass (*Pennisetum setosum*)
- Turfgrass (*Cynodon dactylon*)

### Fruit Trees (not confined to orchards)

- Apple
- Apricot
- Plum
- Quince
- Peach
- Purple Leaf Plum



# ELEVATIONS - BUILDING 3



north

## MATERIALS

1. Metal Cladding - Natural Patina
2. Metal Cladding - Clear Finish and/or Stucco
3. Colored Stucco Finish System
4. High Efficiency Insulated Window System
5. High Efficiency Insulated Glass Door System
6. Cast-in-Place Concrete
7. Perforated Metal Screening
8. Steel Cable Guardrail System
9. Structural Metal Framing
10. Natural Rock Gabion Wall



west

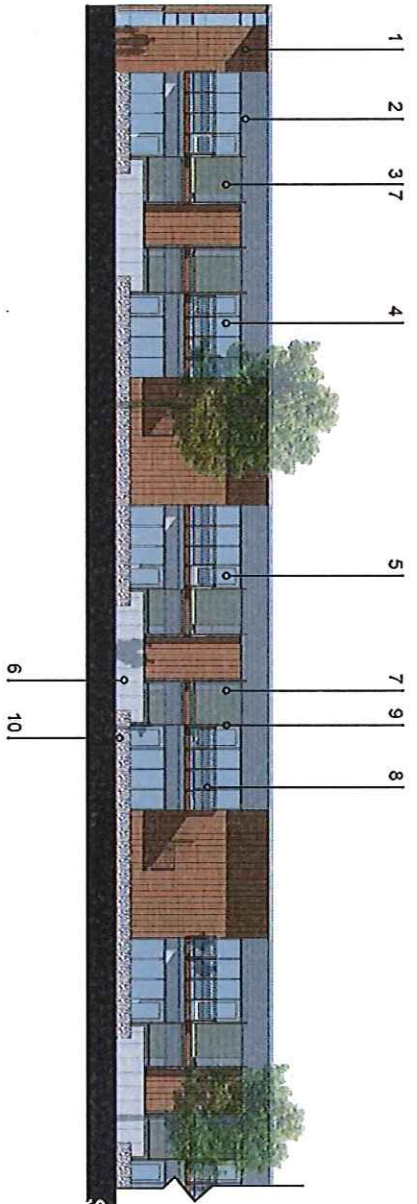
2015 PHASE II PLAYA ESCONDIDA CITY OF HOBBBS, NEW MEXICO  
 JANUARY 28 tierra realty + RMKM ARCHITECTURE  
 drawing scale : 1/8" = 1'



A-06

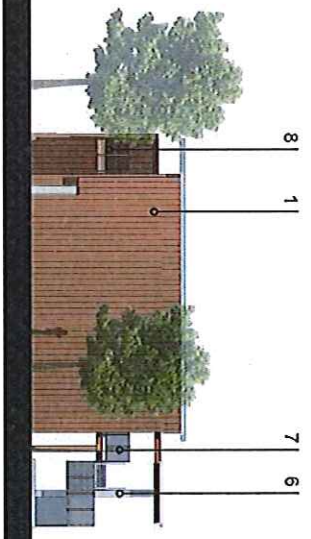
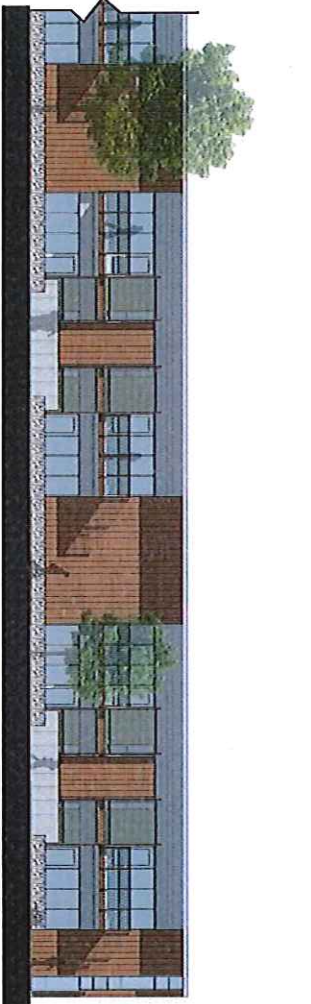


# ELEVATIONS - BUILDING 3



## MATERIALS

1. Metal Cladding - Natural Patina
2. Metal Cladding - Clear Finish and/or Stucco
3. Colored Stucco Finish System
4. High Efficiency Insulated Window System
5. High Efficiency Insulated Glass Door System
6. Cast-in-Place Concrete
7. Perforated Metal Screening
8. Steel Cable Guardrail System
9. Structural Metal Framing
10. Natural Rock Gabion Wall



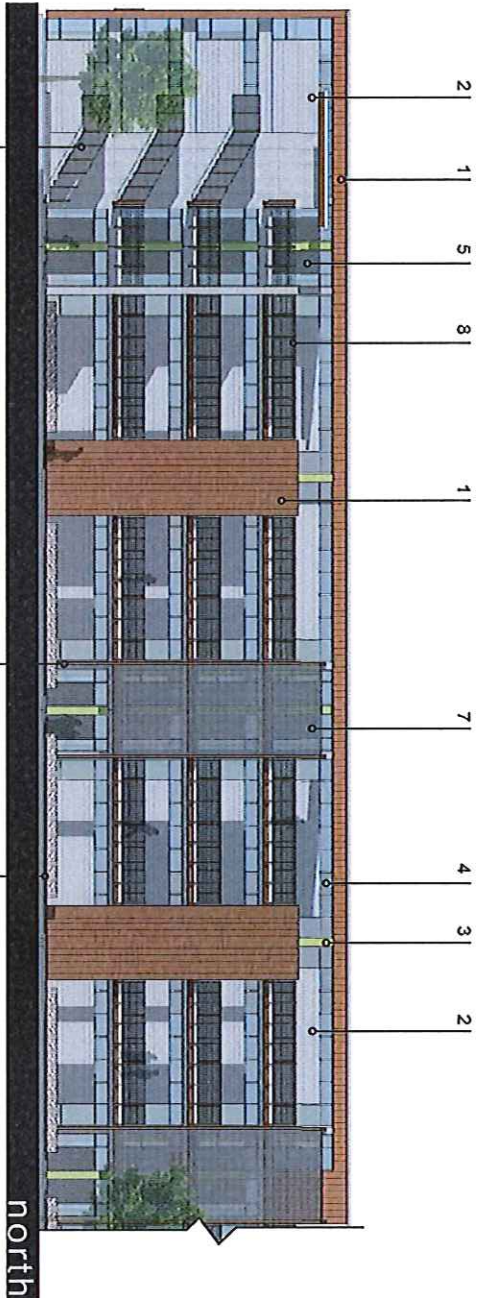
2015 PHASE II PLAYA ESCONDIDA CITY OF HOBBS, NEW MEXICO  
 JANUARY 28 tierra realty + RMKM ARCHITECTURE

drawing scale : 1/8" = 1'



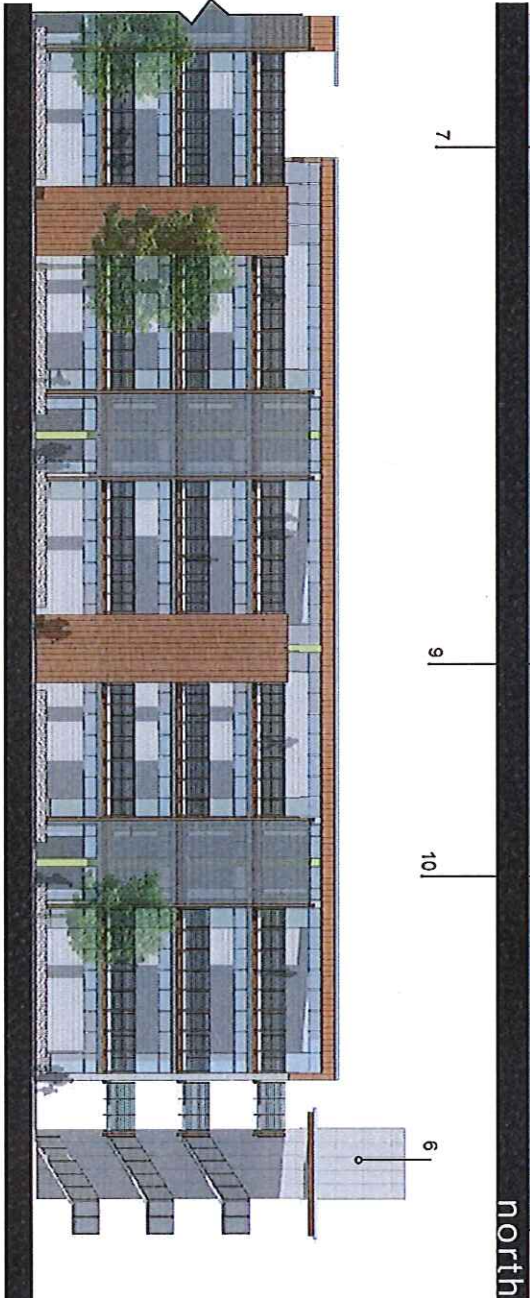
A-07

# ELEVATIONS - BUILDING 4

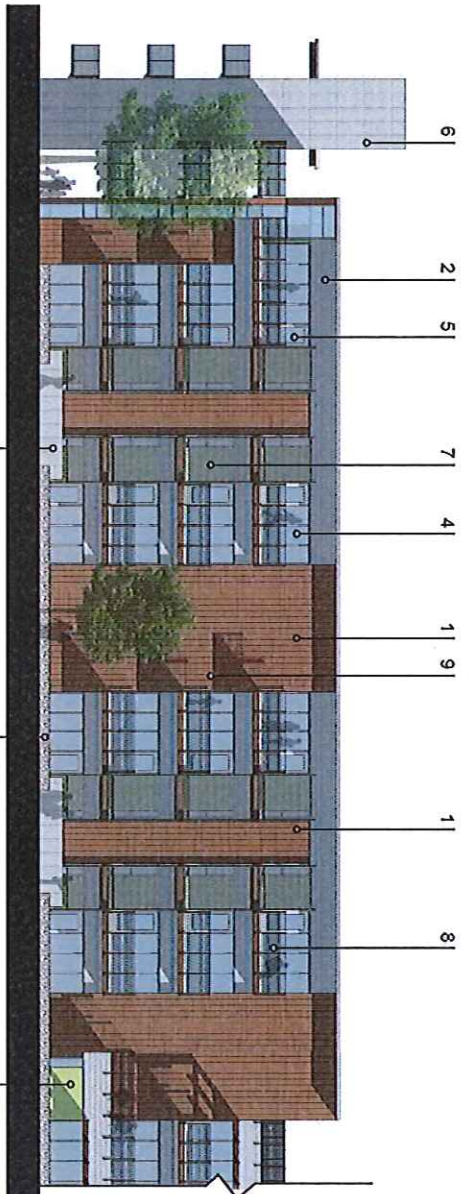


## MATERIALS

1. Metal Cladding - Natural Pathna
2. Metal Cladding - Clear Finish and/or Stucco
3. Colored Stucco Finish System
4. High Efficiency Insulated Window System
5. High Efficiency Insulated Glass Door System
6. Cast-in-Place Concrete
7. Perforated Metal Screening
8. Steel Cable Guardrail System
9. Structural Metal Framing
10. Natural Rock Gabion Wall



# ELEVATIONS - BUILDING 4

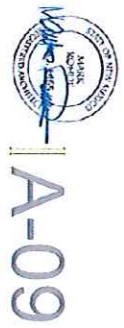


## MATERIALS

1. Metal Cladding - Natural Pathna
2. Metal Cladding - Clear Finish and/or Stucco
3. Colored Stucco Finish System
4. High Efficiency Insulated Window System
5. High Efficiency Insulated Glass Door System
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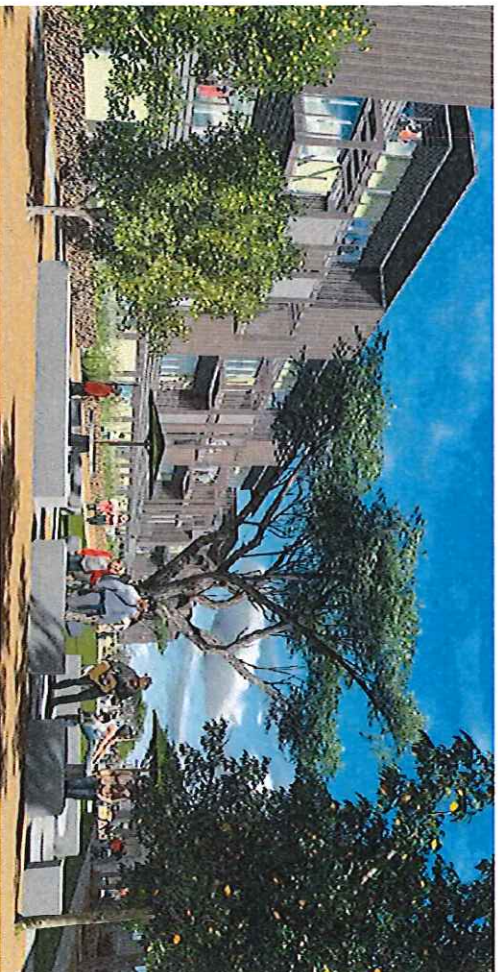
2015 PHASE II PLAYA ESCONDIDA CITY OF HOBBBS, NEW MEXICO  
 JANUARY 28 tierra realty + RMKM trust + ARCHITECTURE  
 drawing scale : 1/8" = 1'



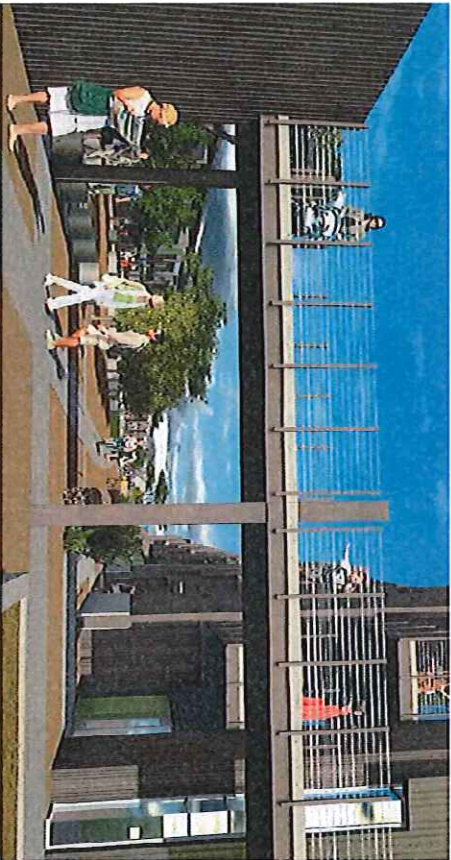
PERPECTIVES



looking down on central commons



central commons



central commons and elevated circulation balcony



central commons

2015 PHASE II PLAYA ESCONDIDA CITY OF HOBS, NEW MEXICO  
 JANUARY 28 tierra realty + RMKM trust + ARCHITECTURE



A-14

ii. Scoring Criteria - As stated above, TRT has completed 14 other similarly funded affordable, market and mixed income housing communities throughout New Mexico.

All communities were developed on-time and on-budget and all our performing above initial proforma projections.

Stephen G. Crozier, founder and CEO of TRT, has developed over 4,000 apartment units in various parts of the US. The following is Stephen G. Crozier's curriculum vitae:

**Resume of Experience**  
**Tierra Realty Trust/  
Stephen G. Crozier**

Stephen G. Crozier has 28 years of real estate development, acquisition and asset management experience and is President and Founder of Tierra Realty Trust. Crozier has been responsible for the planning and development of over 4,000 housing units in various parts of the country.

Tierra Realty Trust (TRT) located in Taos, New Mexico, is a real estate development and investment company focusing on the development, opportunistic acquisition and long-term ownership and asset management of TRT's affordable and mixed-income multifamily communities in rural and select urban infill markets throughout the State of New Mexico.

It is Crozier's philosophy that the built environment where people live, work, shop and recreate has a significant and underlying impact on one's quality of life and psyche. Crozier believes through the use of good architecture, sensitive land planning, and sustainable building practices the built environment will enhance a community, a neighborhood, a streetscape and even the individual. If one has the opportunity to create or redevelop the built environment then one has the responsibility to utilize these fundamental building elements.

Prior to the formation of Tierra Realty Trust, Crozier was a Development Manager for Security Capital Pacific Trust located in Santa Fe, NM. Security Capital Pacific Trust is one of the country's preeminent real estate investment trusts focusing on the development and acquisition of multifamily communities in the Southwest, Pacific Northwest and California. Crozier was responsible for the development, acquisition and long-term property performance of multifamily projects in Albuquerque, NM, Santa Fe, NM, Reno, NV and the San Francisco Bay Area. In addition, Crozier was responsible for the construction management of Homestead Village corporate affordable housing in Austin, TX and Houston, TX.

Prior thereto, while attending Columbia University's Masters Program in Real Estate Finance, Crozier was an Associate with Related Capital Company. Related Capital Company, now Centerline, is one of the country's leading syndicator and developer of Housing Tax Credit communities.

Crozier is also a founding member of the Great Plains Restoration Council (GPRC). A non-profit organization devoted to restoring the ecological health of a significant portion of the North American Great Plains ecosystem. To learn more, visit GPRC's web page at [www.gprc.org](http://www.gprc.org).

**Education**

BA Economics	Brown University - 1987
BA Business Management	
MS Real Estate Finance	Columbia University - 1994

**Professional Affiliations**

NMAA Member  
ULI Member

**Tierra Realty Trust**  
**Stephen G. Crozier**

### **COMPLETED DEVELOPMENTS**

#### **Housing**

Tierra Montosa, Taos, NM: 44 Apartment Units of Housing Tax Credit/1997 Tax Credit Award  
La Tierra Apartment Homes, Ruidoso, NM: 60 Units of Housing Tax Credit/1997 Tax Credit Award  
Loma Parda Courtyard Homes, Taos, NM: 60 Units of Housing Tax Credit/1999 Tax Credit Award  
Eagle View Plaza, Picuris Pueblo: 16 Units of Housing Tax Credit/1999 Tax Credit Award  
Ladera Apartment Homes, Ruidoso Downs, NM: 60 Units of Housing Tax Credit/2000 Tax Credit  
Reservation  
Walnut Street Courtyard Homes, Clayton, NM: 25 Units of Housing Tax Credit/2000 Tax Credit  
Reservation  
Azotea Senior Apartment Homes, Alamogordo, NM: 60 Units of Housing Tax Credit/2004 Tax  
Credit Award  
Cottonwood Commons, Alamogordo, NM: 60 Units of Housing Tax Credit/2005 Tax Credit Award  
El Cerrito, Taos, NM: 60 Units of Housing Tax Credit/2005 Tax Credit Award  
Wilshire Gardens, Roswell, NM: 90 Units of Housing Tax Credit/2006 Tax Credit Award  
Lolomas, Clovis, NM: 55 Units of Housing Tax Credit/2007 Tax Credit Award  
La Pradera, Hobbs, NM: 60 Units of Housing Tax Credit/2009 Tax Credit Award  
Hotel Clovis Lofts: 60 Units of Housing Tax Credit/2010 Tax Credit Award  
Taos Haus +6, 30 Units of Housing Tax Credit/2012 Tax Credit Award

The Meadows, Santa Fe, NM: 296 Units Multifamily Moderate Income  
Vistas at Seven Bar, Albuquerque, NM: Phase I 364 Units Multifamily Moderate Income  
Vista Ridge Apartments, Reno, NV: 464 Units Multifamily Moderate Income  
The Foothills, Santa Fe, NM: 414 Units Multifamily Moderate Income- Zoning Approvals Only  
Villas at Santa Rita, Dublin, CA: 324 Units Multifamily Middle Income- In Planning Process  
Hacienda Park, Pleasanton, CA: 520 Units Multifamily Middle Income- In Planning Process

Homestead Village, Austin, TX: 112 Units of Corporate Affordable Housing  
Homestead Village, Austin, TX: 96 Units of Corporate Affordable Housing  
Homestead Village, Austin, TX: 96 Units of Corporate Affordable Housing  
Homestead Village, Houston, TX: 112 Units of Corporate Affordable Housing

#### **UNDER CONSTRUCTION**

Andalusia, 60 Units of Housing Tax Credit/2013 Tax Credit Award  
Playa Escondida, 60 Units of Housing Tax Credit/2014 Tax Credit Award

#### **IN PLANNING**

Playa Escondida Phase 2, 98 Units of Housing Tax Credit

#### **AWARDS**

Providence Preservation Society – 1990 Restoration of the Year Award- Armory District-  
Providence, RI  
NMMFA 2002 Design Excellence Award – Eagle View Plaza – Picuris Pueblo, NM  
NMMFA 2001 HTC Design Competition Award-P'oh'kay Village-San Juan Pueblo, NM  
NMMFA 2003 HTC Design Competition Award-Ladera Apartment Homes-Ruidoso Downs, NM  
NMMFA 2003 HTC Design Competition Award-Walnut Street Courts, Clayton, NM  
NM Apt. Association- 2003 Senior Housing Design Excellence Award- Loma Parda – Taos, NM  
NMMFA 2004 HTC Design Competition Award-Azotea Senior Apt. Homes- Alamogordo, NM  
NMMFA 2005 HTC Design Competition Award-Cottonwood Commons- Alamogordo, NM  
NMMFA 2005 HTC Design Competition Award-El Cerrito- Taos, NM  
NMMFA 2006 HTC Design Competition Award-Wilshire Gardens- Roswell, NM  
NMMFA 2009 HTC Design Competition Award-La Pradera- Hobbs, NM  
NMMFA 2010 HTC Design Competition Award-Playa Escondida- Hobbs, NM  
NMMFA 2011 HTC Design Competition Award-Playa Escondida- Hobbs, NM

iii. Scoring Criteria - As stated above, TRT has completed 14 other similarly funded affordable, market and mixed income housing communities throughout New Mexico. All communities were developed on-time and on-budget and all are performing above initial proforma projections. TRT is a long term owner and has no interest in selling its portfolio of properties. With this business plan in mind, TRT carefully designs its communities to age gracefully over time or in other words TRT chooses exterior and interior materials and finishes that do not require any long term maintenance. In addition, TRS is the property management company of all of TRT's properties. TRS is a wholly owned subsidiary of TRT. TRS resume is as follows:



**TIERRA  
REALTY  
SERVICES, LLC**

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po box 1397  
santa fe, nm 87504  
505.428.0190  
505.428.0191 f

## **Tierra Realty Services, LLC**

### **Lead Social Service Provider Organization**

#### **Overview**

A wholly owned-subsiidiary of Tierra Realty Trust, LLC ("TRT"), Tierra Realty Services, LLC ("TRS"), is a full service property management firm focusing on the on-site property management and overall asset management of TRT's affordable and mixed-income multifamily communities in the State of New Mexico. TRS is chartered with meeting all of TRT Community Property NMMFA Social Service Programs, NMMFA LURA and NMMFA/Federal Section 42 Regulations.

TRS currently provides 24 hour property management services to the following properties:

Tierra Montosa, Taos, NM: 44 Apartment Units/Housing Tax Credit/1997 Tax Credit Award  
La Tierra Apartment Homes, Ruidoso, NM: 60 Units/Housing Tax Credit/1997 Tax Credit Award  
Loma Parda Courtyard Homes, Taos, NM: 60 Units/Housing Tax Credit/1999 Tax Credit Award  
Ladera Apartment Homes, Ruidoso Downs, NM: 60 Units/Housing Tax Credit/2000 Tax Credit Award  
Azotea, Alamogordo, NM: 60 Units/Housing Tax Credit/2004 Tax Credit Award  
Cottonwood Commons, Alamogordo, NM: 60 Units/Housing Tax Credit/2005 Tax Credit Award  
El Cerito, Taos, NM: 56 Units/Housing Tax Credit/2005 Tax Credit Award  
Wilshire Gardens, Roswell, NM: 90 Units/Housing Tax Credit/2005 Tax Credit Award  
Lolomas, Clovis, NM: 55 Units/Housing Tax Credit/2007 Award  
La Pradera, Hobbs, NM: 60 Units/ Housing Tax Credit/2009 Award

Each property offers 24 hour professional property management services provided by on-site experienced and certified Community Managers and Maintenance Technicians. The property personnel are supported by TRS's corporate office located in Taos, NM employing five (5) full time professionals dedicated to providing the best possible living and working experience for all of TRS employees and residents.

#### **Key Personnel**

Stephen G. Crozier:	Founder and Chief Executive Officer
Melissa Babcock:	Regional Social Service Coordinator Regional Compliance Manager
Jackie Humphries:	Director of Accounting
Rex Goodin:	Regional Maintenance Supervisor
Christopher D. Crozier:	Research and Development/Project Manager

## **Social Service Experience**

Since 1998, Tierra Realty has been delivering exceptional social living experiences for its residents throughout New Mexico from Taos to Alamogordo. With a combined real estate and property management experience of key personnel of over 50 years, Tierra Realty's management depth provides a highly coordinated and meaningful Social Service program to its residents. Tierra Realty has been involved in providing numerous social service programs at its properties as follows:

### **Programs**

Community Gardens and Harvesting  
Fruit Orchards and Harvesting  
Farmers' Markets  
Resident Sustainability Education  
Master Gardeners Educational Seminars  
Financial, Job and Computer Literacy Training  
Meals on Wheels  
Art Education and Art Exhibits  
Thanksgiving Turkey Giveaways  
On-site Healthcare Education and Awareness

### **Partnership Agencies**

Community Against Violence, Taos, NM  
COPE, Alamogordo, NM  
Los Ancianos, Taos, NM  
Meals on Wheels  
Regions VI Housing Authority, Roswell, NM  
Taos County Housing Authority, Taos, NM  
Master Gardeners of NM  
Positive Energy, Santa Fe, NM  
Alamogordo Senior Center, Alamogordo, NM  
Joy Center, Roswell, NM  
City of Clovis Older Adults Center, Clovis, NM  
Interim Healthcare of New Mexico  
Ruidoso Senior Center, Ruidoso, Nm  
Ruidoso Downs Senior Center, Ruidoso Downs, NM  
Recycle Taos, Taos, NM  
Clovis Housing and Redevelopment Agency, Clovis, NM  
Golden Spread Rural Frontier Coalition  
Taos Center for the Arts, Taos, NM  
Neighborhood Housing Services, Santa Fe, NM  
Cradles and Crayons Daycare of NM

### **Professional Affiliations**

Member of Apartment Association on NM  
ULI Member

iv. Scoring Criteria - TRT is requesting the City of Hobbs contribute permanent gap financing in the amount of \$1,650,000. The amount requested above is approximately \$500,000 less than the new construction award made by the City of Hobbs in 2015.

**III. TRT Financial Position**

Enclosed in a sealed envelope is TRT's financial position as of 9/30/15.

#### **IV. Project Projections**

The following are Playa's projections consisting of a detailed Source and Use Statement and a 15 year operating proforma which includes unit mix, rent by unit, and percentage of affordable units by unit mix.

**PLAYA ESCONDIDA**  
**9% HTC**  
**98 UNITS-PHASE II**  
**SOURCES AND USES OF FUNDS**

SOURCES OF FUNDS	
LP HTC Contribution	11,000,000
Permanent Loan	2,750,000
HOME Funds	400,000
NMSTFC	369,960
Developer Note	0
City	1,650,000
<b>TOTAL SOURCES OF FUNDS</b>	<b>16,169,960</b>

TOTAL USES		ELIGIBLE 30% PV		ELIGIBLE 70% PV		NON ELIGIBLE		TOTAL PER UNIT	
Landbuilding acquisition	2,098,840	1,575,000	0	523,840	0	21,417	153		
Cost Certifications/Audit	15,000	0	15,000	0	37,500	765			
Title Insurance/Closing & Recording	75,000	0	37,500	0	10,000	459			
HTC Legal Fee	45,000	0	35,000	0	111,257	254			
Hard Cost Residential	10,903,234	0	10,903,234	0	1,531	1,020			
Owner's G/L/Builder's Risk	24,927	0	24,927	0	102	663			
Landscaping	150,000	0	150,000	0	26	56			
Architect	100,000	0	100,000	0	56	56			
Architect: Inspection	10,000	0	10,000	0	82	77			
Engineer	65,000	0	65,000	0	77	77			
Engineer Inspection	2,500	0	2,500	0	153	153			
Boundary Survey	5,500	0	5,500	0	153	153			
As-Built Survey	5,500	0	5,500	0	153	153			
Phase I Environmental	8,000	0	8,000	0	153	153			
Geotechnical	7,500	0	7,500	0	153	153			
Market Study	6,500	0	6,500	0	153	153			
Soft Cost/Recapture Contingency	0	0	0	0	153	153			
Appraisal	7,500	0	7,500	0	153	153			
Predevelopment Loan Interest/Fees	7,500	0	7,500	0	153	153			
Reproducibles	2,500	0	2,500	0	153	153			
Lease-up/Marketing	15,000	0	15,000	0	153	153			
Community Building FF&E	0	0	0	0	153	153			
Sewer/Valve Tap Fees	0	0	0	0	153	153			
Building Permit Fees	0	0	0	0	153	153			
Bonding	87,270	0	87,270	0	153	153			
Construction Interest	295,000	0	105,000	0	153	153			
Construction Loan Fees	150,000	0	150,000	0	153	153			
Perm. Loan Fees Fees/Escrows	75,000	0	0	75,000	153	153			
Operating Reserves	266,194	0	0	266,194	153	153			
HTC Fees	76,496	0	0	76,496	153	153			
NMSTFC	150,000	0	0	150,000	153	153			
Developer Fee	1,500,000	0	0	0	153	153			
Deferred	10,41%	0	0	0	153	153			
Paid	10,22%	1,500,000	0	1,500,000	153	153			
<b>Total</b>		<b>16,169,960</b>	<b>13,250,931</b>	<b>1,344,029</b>	<b>165,000</b>				

ASSUMPTIONS		REAL ESTATE/EQUITY		DEBT	
Total Units	98	Total Units	98	Type:	Permanent Loan
Credit Price	\$0.9566	Credit Price	\$0.9566	Principal Amount	2,750,000
Credit Rate 30% PV	3.24%	Credit Rate 30% PV	3.24%	Amortization (Months)	360
Credit Rate 70% PV	7.50%	Credit Rate 70% PV	7.50%	Interest Rate	6.50%
30% Bonus	Yes	%age Market Rate	0.00%	Type:	HOME
%age Low Income	100.00%	Hard Cost \$/sf	152.15	Principal Amount	400,000
Rehab Cost/unit	-	Rehab Cost/unit	-	Amortization (Months)	480
Building Acquisition Cost/unit	\$12.05	Land Cost \$/ land sf	4.00	Interest Rate	0.00%
Site acreage	174,240	Site sf	61,660	Type:	DEFERRED DEVELOPER FEE
Total Gross sf-New	0	Total Gross sf-Rehab	0	Principal Amount	0
Total Heated sf-CB	0	Const. Period (Months)	12	Amortization (Months)	Cash Flow
Lease-up Period (Months)	12	Lease-up Period (Months)	12	Interest Rate	0
TIMING		Construction Start/UP Closing	10/31/2016	Type:	TBD
Construction Complete	6/15/2017	Perm. Loan Conversion	6/15/2017	Principal Amount	540
PABVC TEST		%age of Eligible Basis	NA	Amortization (Months)	1.00%
%age of Total Permanent Funds	NA	AVERAGE RENT	\$543	Interest Rate	

BASIS ADJUSTMENTS	
30% Bonus/Hard to Develop	Yes
TOTAL ADJUSTMENTS	0.00%
472,500	3,975,279
0	0
472,500	3,975,279

QUALIFIED BASIS	
Credit Rate	2,047,500
Credit Amount	66,339
MFA 2015 Allocation Cap	1,150,000

OPERATING PROFORHMA	
DCR Primary	1.32
DCR Primary + Secondary	1.26
STABILIZED YEAR	1.36
DCR Primary	1.30
DCR Primary + Secondary	1.30

PLAYA ESCONDA  
 38 LUNTS PRSSE II  
 OPERATING PROFORMA

UNIT DESCRIPTION	INCOME TARGET	NUMBER OF UNITS	UNIT SF	GROSS RENT	UTILITY ALLOWANCE	NET RENT	TOTAL ANNUAL INCOME	NET PER SF
Efficiency	50%	0	500	\$0	\$0	\$0	0	0.00
One Bed/One Bath	60%	5	780	\$645	\$74	\$571	34,590	0.73
Two Bed/Two Bath	60%	23	3935	\$774	\$99	\$675	187,128	0.73
Three Bed/Two Bath	60%	5	1,135	\$894	\$128	\$766	46,690	0.73
Efficiency	50%	0	\$60	\$0	\$0	\$0	0	0.00
One Bed/One Bath	50%	7	780	\$338	\$39	\$299	38,976	0.58
Two Bed/Two Bath	50%	33	3935	\$645	\$74	\$549	217,404	0.58
Three Bed/Two Bath	50%	7	1,135	\$745	\$129	\$619	51,998	0.58
Efficiency	40%	0	\$0	\$0	\$0	\$0	0	0.00
One Bed/One Bath	40%	0	780	\$430	\$74	\$356	0	0.48
Two Bed/Two Bath	40%	0	3935	\$510	\$96	\$410	0	0.45
Three Bed/Two Bath	40%	0	1,135	\$598	\$128	\$470	0	0.00
Efficiency	30%	0	\$0	\$0	\$0	\$0	0	0.00
One Bed/One Bath	30%	4	780	\$270	\$37	\$233	5,892	0.32
Two Bed/Two Bath	30%	14	3935	\$387	\$96	\$291	46,898	0.31
Three Bed/Two Bath	30%	2	1,135	\$447	\$128	\$321	7,704	\$0

**TOTALS** 35 658,389

**RENTAL ASSUMPTIONS**

Annual Rental Growth 2% Based on HUD Historical Increases  
 Annual Expense Growth 3% Based on Actual TRS Operating History  
 Vacancy 7% Based on Actual TRS Operating History  
 Property Management Fee 8.00% Industry Standard  
 Replacement Reserve/Unit 300 MFA Requirement for Family Communities  
 Other Income 5.500 Based on Actual TRS Operating History

**JUSTIFICATION OF ASSUMPTIONS**

Annual Rental Growth 2% Based on HUD Historical Increases  
 Annual Expense Growth 3% Based on Actual TRS Operating History  
 Vacancy 7% Based on Actual TRS Operating History  
 Property Management Fee 8.00% Industry Standard  
 Replacement Reserve/Unit 300 MFA Requirement for Family Communities  
 Other Income 5.500 Based on Actual TRS Operating History

EXPENSES	PER UNIT	FULL YEAR STABILIZED YEAR																	
		CURRENT	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	
<b>INCOME</b>																			
Total Annual Income	6,514	638,388	606,917	681,855	680,270	712,117	727,855	743,941	759,382	777,188	794,822	811,918	829,861	848,201	869,546	889,106	905,889	925,704	
Other Income	36	3,500	0	3,087	0	6,156	6,271	6,490	6,592	6,693	6,844	6,995	7,180	7,308	7,463	7,634	7,803	7,975	
Capital Expenditure	6,570	643,888	672,682	687,528	702,723	718,258	734,128	750,350	766,932	783,882	801,206	818,913	837,011	855,508	874,415	893,740	913,492	933,680	
Vacancy	460	44,072	47,086	48,127	48,131	50,278	51,385	52,525	53,695	54,872	56,094	57,324	58,591	59,888	61,209	62,562	63,944	65,358	
COLLECTED GROSS INCOME	6,110	589,816	625,578	630,401	653,532	667,975	682,737	697,826	713,228	729,010	745,122	761,589	778,420	795,623	813,206	831,178	849,547	868,322	
<b>EXPENSES</b>																			
Management Fee	489	47,905	50,823	52,347	53,918	55,532	57,201	58,917	60,685	62,508	64,381	66,312	68,301	70,350	72,461	74,635	76,874	79,180	
Personnel	683	65,000	68,959	71,027	73,158	75,353	77,613	79,942	82,340	84,810	87,356	89,975	92,674	95,455	98,318	101,268	104,306	107,435	
Land/Control	77	7,500	7,957	8,195	8,441	8,689	8,955	9,224	9,501	9,786	10,079	10,382	10,693	11,014	11,344	11,685	12,035	12,396	
Utilities (Water/Sewer/Trash)	51	5,000	5,305	5,464	5,628	5,798	5,970	6,149	6,334	6,524	6,720	6,921	7,129	7,343	7,563	7,790	8,024	8,264	
Maintenance	1,082	108,000	112,455	115,829	119,924	122,883	126,570	130,367	134,278	138,308	142,455	146,729	151,131	155,665	160,335	165,145	170,099	175,202	
Administrative/Audit/legal/MFA Compliance Fees	71	7,000	7,426	7,649	7,879	8,115	8,358	8,609	8,867	9,133	9,407	9,690	9,980	10,280	10,589	10,906	11,233	11,570	
Property Insurance	193	18,000	18,974	19,831	20,683	21,548	22,428	23,324	24,238	25,168	26,114	27,076	28,054	29,048	29,957	30,232	31,158	32,094	33,047
RE Taxes	204	20,000	21,218	21,855	22,510	23,185	23,881	24,597	25,335	26,095	26,878	27,685	28,515	29,371	30,252	31,158	32,094	33,057	
Service/Enrollment Plan	51	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	
Reserve/Reserve	300	29,400	28,400	27,400	26,400	25,400	24,400	23,400	22,400	21,400	20,400	19,400	18,400	17,400	16,400	15,400	14,400	13,400	
TOTAL EXPENSES	3,304	323,805	341,430	350,941	360,128	369,900	379,565	389,332	399,204	409,170	419,238	429,405	439,672	449,939	460,306	470,773	481,340	492,007	
<b>NET OPERATING INCOME</b>																			
			275,011	284,148	288,780	293,404	298,075	302,772	307,404	312,238	317,062	321,785	326,584	331,397	336,222	341,055	345,894	350,737	355,579
<b>DEBT SERVICE</b>																			
Primary		208,582	208,582	208,582	208,582	208,582	208,582	208,582	208,582	208,582	208,582	208,582	208,582	208,582	208,582	208,582	208,582	208,582	208,582
Secondary		10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
<b>NET CASH FLOW</b>																			
			56,428	65,566	70,178	74,821	79,493	84,190	88,911	93,655	98,420	103,203	108,002	112,815	117,639	122,472	127,312	132,154	136,997
<b>DEBT COVERAGE RATIO</b>																			
Primary		1.32	1.36	1.38	1.41	1.43	1.45	1.47	1.49	1.50	1.52	1.54	1.57	1.59	1.61	1.64	1.66	1.69	1.70
Primary+Secondary		1.26	1.30	1.32	1.34	1.38	1.39	1.41	1.43	1.45	1.47	1.49	1.52	1.54	1.56	1.58	1.60	1.63	1.63

**V. TRT Entity Information**

TRT is a New Mexico limited liability company with its corporate headquarters located in Santa Fe, NM. TRT is a single member entity with Stephen G. Crozier being the member. See the following Certificate of Good Standing from NMPRC.

Across TRT's three companies, TRT employees over 30 dedicated professionals, of which 5 are corporate level employees.



# OFFICE OF THE SECRETARY OF STATE

## NEW MEXICO

### Certificate of Good Standing and Compliance

IT IS HEREBY CERTIFIED THAT:

**TIERRA REALTY TRUST, LLC**

**1901206**

An organization organized under the laws of New Mexico is duly authorized to transact business in New Mexico, as a Domestic Limited Liability Company, under the

**Limited Liability Company Act - (53-19-1 To 53-19-74 NMSA 1978)**

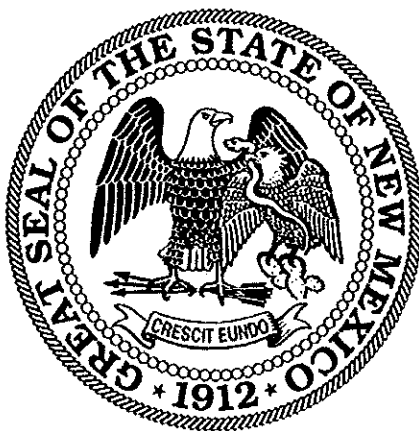
having filed its Articles Of Organization on November 24, 1997 and Certificate Of Organization issued as of said date.

It is further certified that the fees due the Office of the Secretary of State which have been assessed against the above named entity, have been paid to date and is in corporate good standing and duly authorized to transact business as its corporate existence has not been revoked in New Mexico. This certificate is not to be construed as an endorsement, recommendation, or notice of approval of the entities financial condition or business activities and practices.

This good standing status expires when existence ceases as provided by law.

Certificate issued on **January 26, 2015**

In testimony whereof, the Office of the Secretary of State has caused this certificate to be signed on this day in the city of Santa Fe, and the seal of said office to be affixed hereto.



A handwritten signature in cursive script, reading "Dianna J. Duran".

Dianna J. Duran  
Secretary of State

**VI. Deed/Site Control/Appraisals**

As stated previously, TRT owns the proposed site for Playa Phase 2 and has the Bel Aire Apartments under contract for \$1,750,000. The appraised value of the land is \$355,000 and the appraised value of Bel Aire Apartments is \$1,750,000. Site control and Appraisals are available upon request.

**VII. No Default Certification**

TRT hereby certified it has not defaulted on any obligation covered by a mortgage and/or surety or performance bond.

7. Certification and Signature Page.

PROPOSAL 450-13 FURNISH  
ESSENTIAL WORKFORCE HOUSING DEVELOPMENT  
Essential Workforce Housing Development Project

TO: The City of Hobbs, New Mexico

11/19/15, 2013

Proposal of TIERRA REALTY TRUST, LLC  
(Company Name)

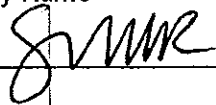
- A) A Corporation under the laws of the State of NEW MEXICO; or
- B) A partnership consisting of \_\_\_\_\_; or
- C) An individual trading as \_\_\_\_\_.

The undersigned offerer, pursuant to the foregoing "Request for Proposals", has carefully examined the instructions to Offerers, this proposal form and the Detailed Specifications.

TIERRA REALTY TRUST, LLC

Company Name

BY: \_\_\_\_\_



STEPHEN G. CROZIER

Type or Print Name

PO BOX 8270

Address

505.954.1486

Telephone Number

SANTA FE

City

NM

State

87504

Zip

NOTE: To be valid, bid must be signed. The signature of a corporation is its president, or an authorized representative. A signature of a partnership must be a valid partner or authorized representative.

Do Not Return Invitation to Bid Form in Case of a "NO BID"

If applicable - offerer acknowledges receipt of the following AMENDMENT(S):

Amendment No.: \_\_\_\_\_ Dated: \_\_\_\_\_ Amendment No.: \_\_\_\_\_ Date: \_\_\_\_\_

Amendment No.: \_\_\_\_\_ Dated: \_\_\_\_\_ Amendment No.: \_\_\_\_\_ Date: \_\_\_\_\_

**VIII. Campaign Contribution and NM Bidder Forms**





CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: December 7, 2015

SUBJECT: Award Bid No. 1537-16 Del Norte Pump Station Improvements Project
DEPT. OF ORIGIN: Utilities Department
DATE SUBMITTED: November 30, 2015
SUBMITTED BY: Tim Woomer, Utilities Director

Summary:

Bids were opened at 2:00 PM on Thursday, October 29, 2015 for the Del Norte Pump Station Improvements Project, Bid No. 1537-16. The base bid includes the installation of a new magnetic meter and associated piping, new electrical and instrumentation equipment including an upgraded incoming service, VFD's, a generator, and switchgear. The base bid also includes new pump station equipment to replace an existing pump and motor.

An advertisement was placed in the local newspaper on October 11, 2015. 3 bids were submitted.

Table with 2 columns: Company, Base Bid. Rows include File Construction, LLC (\$568,453.00), Century Club Construction, LLC (\$586,374.00), and Smithco Construction, Inc. (\$610,000.00).

File Construction, LLC. is the lowest bidder, they are properly licensed and their registration with the NMDWS is current.

The Utilities Department recommends the award of the base bid for the construction of the Del Norte Pump Station Improvements Project to File Construction, LLC. as the low bidder in the amount of \$568,453.00 not including NMGR.

Fiscal Impact:

Reviewed By: [Signature] Finance Department

Funds for the Del Norte Pump Station Improvements Project are budgeted in FY 16 in account 61-4061-44901-00138.

Project Cost: \$568,453.00
Admin/Testing: \$10,000.00

Estimated Construction Cost: \$617,178.86 (Including GRT)

Attachments: Bid Tabulation, Project Map

Legal Review:

Approved As To Form: [Signature] City Attorney

Recommendation: Staff recommends the award of the base bid for the Del Norte Pump Station Improvements Project, Bid No. 1537-16 to File Construction, LLC.

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. \_\_\_\_\_



HOBBS DEL NORTE PUMP STATION RENOVATIONS

CITY OF HOBBS, NM

BID# 1537-16

PSC PROJECT NO. 01.5181.13

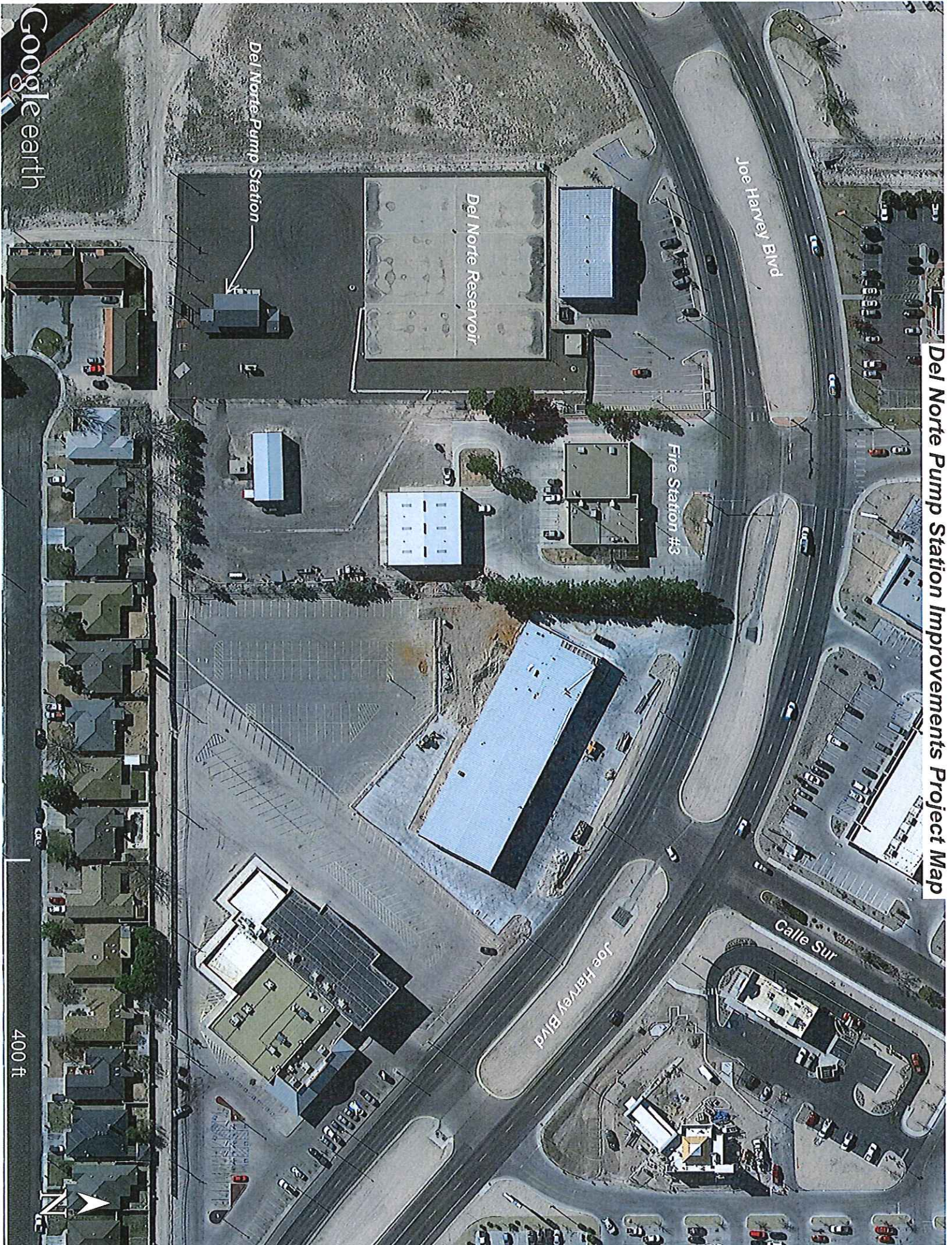
October 29, 2015

2:00 p.m.

BASE BID		Quantity	Unit	Amount	Amount	Amount	Amount
Item No.	Description						
1	Mobilization/Demobilizing (5% of Total)	1	LS	\$58,000.00	\$51,187.00	\$20,000.00	\$34,648.32
2	Site Civil	1	LS	\$75,000.00	\$37,086.00	\$55,000.00	\$132,611.11
3	Pump Station Equipment	1	LS	\$203,060.00	\$180,200.00	\$250,000.00	\$176,145.32
4	Electrical	1	LS	\$250,314.00	\$280,000.00	\$285,000.00	\$248,561.63
BID AMOUNT				\$586,374.00	\$568,453.00	\$610,000.00	\$692,966.38



Del Norte Pump Station Improvements Project Map



Google earth

400 ft

