

# Commission Meeting Agenda



## Mayor

Samuel D. Cobb

## City Commission

R. Finn Smith – District 1  
Christopher R. Mills – District 2  
Larron B. Fields – District 3  
Joseph D. Calderón – District 4  
Dwayne Penick – District 5  
Don R. Gerth – District 6

## City Manager

Manny Gomez

*January 22, 2024*



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

**Monday, January 22, 2024 - 6:00 p.m.**

Sam D. Cobb, Mayor

R. Finn Smith  
Commissioner – District 1

Joseph D. Calderón  
Commissioner – District 4

Christopher R. Mills  
Commissioner – District 2

Dwayne Penick  
Commissioner – District 5

Larron B. Fields  
Commissioner – District 3

Don R. Gerth  
Commissioner – District 6

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**A G E N D A**

City Commission Meetings are  
Broadcast Live on KHBX FM 99.3 Radio and  
Available via Livestream at [www.hobbsnm.org](http://www.hobbsnm.org)

**CALL TO ORDER AND ROLL CALL**

**INVOCATION AND PLEDGE OF ALLEGIANCE**

**APPROVAL OF MINUTES**

1. Minutes of the January 8, 2024, Regular Commission Meeting (*Jan Fletcher, City Clerk*)

**PROCLAMATIONS AND AWARDS OF MERIT**

2. Recognition of City Employees - Milestone Service Awards for the Month of January, 2024 (*Manny Gomez, City Manager*)
  - 5 years – Caleb Shearer, Hobbs Fire Department
  - 5 years – Kristen Salas, Recreation Department
  - 10 years – Miguel-Angel Pineda, Utilities Department
  - 10 years – Lou Maldonado, Parks and Open Spaces Department
  - 10 years – Nicholas Goulet, Human Resources Director
  - 10 years – Lonnie Creed, Hobbs Fire Department
  - 15 years - Jessica Quiroz, Hobbs Police Department

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

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

None

**DISCUSSION**

3. Annual Report for the Engineering and Planning Department *(Todd Randall, City Engineer)*

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

4. Consideration of Approval to Purchase Self-Contained Breathing Apparatus (SCBA) Equipment for the Hobbs Fire Department from Municipal Emergency Services in the Amount of \$254,800.00 Through Houston-Galveston Area Council (HGAC) Contract No. EE08-19 *(Mark Doporto, Fire Chief)*
5. Resolution No. 7436 – Authorizing Budgetary Adjustment #2 for Fiscal Year 2023-2024 *(Toby Spears, Finance Director)*
6. Resolution No. 7437 – Authorizing an Allocation of Lodgers' Tax to Fund Various Events for Fiscal Year 2024 *(Toby Spears, Finance Director)*

**COMMENTS BY CITY COMMISSIONERS, CITY MANAGER**

7. Next Meeting Date:
  - City Commission Regular Meetings:
    - **Monday, February 5, 2024, at 6:00 p.m.**
    - **Tuesday, February 20, 2024, at 6:00 p.m.**

## **ADJOURNMENT**

If you are an individual with a disability who needs a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the above meeting, please contact the City Clerk's Office at (575) 397-9200 at least 72 hours prior to the meeting or as soon as possible. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the City Clerk's Office if a summary or other type of accessible format is needed.



**CITY OF HOBBS**  
COMMISSION STAFF SUMMARY FORM

MEETING DATE: January 22, 2024

**SUBJECT: City Commission Meeting Minutes**

DEPT. OF ORIGIN: City Clerk's Office  
DATE SUBMITTED: January 10, 2024  
SUBMITTED BY: Jan Fletcher, City Clerk

**Summary:**

The following minutes are submitted for approval:

- Regular City Commission meeting held on January 8, 2024

**Fiscal Impact:**

Reviewed By: \_\_\_\_\_  
*Finance Department*

N/A

**Attachments:**

Minutes as referenced under "Summary".

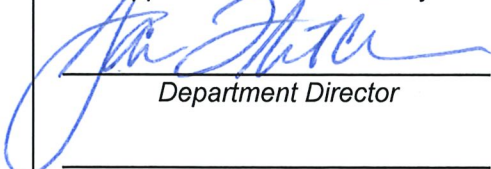
**Legal Review:**

Approved As To Form: \_\_\_\_\_  
*City Attorney*

**Recommendation:**

Motion to approve the minutes as presented.

Approved For Submittal By:

  
\_\_\_\_\_  
Department Director

\_\_\_\_\_  
City Manager

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

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

Minutes of the regular meeting of the Hobbs City Commission held on Monday, January 8, 2024, in the City Commission Chamber, 200 East Broadway, 1<sup>st</sup> Floor Annex, Hobbs, New Mexico. This meeting was also broadcast via Livestream on the City's website at [www.hobbsnm.org](http://www.hobbsnm.org).

### **Call to Order and Roll Call**

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

Mayor Sam D. Cobb  
Commissioner R. Finn Smith  
Commissioner Larron B. Fields  
Commissioner Joseph D. Calderón  
Commissioner Don Gerth  
Commissioner Dwayne Penick

Absent: Commissioner Christopher Mills (*attended via telephone*)

Also present: Manny Gomez, City Manager  
Valerie Chacon, City Attorney  
August Fons, Police Chief  
Shane Blevins, Deputy Police Chief  
Danny Garrett, Police Captain  
Marina Barrientes, Police Captain  
Toby Spears, Finance Director  
Tim Woomeer, Utilities Director  
Nikki Lawless, Library Director  
Mark Doporto, Fire Chief  
Chris Henry, Battalion Chief  
Bryan Wagner, Parks and Open Spaces Director  
Lou Maldonado, Parks Superintendent  
Doug McDaniel, Recreation Director  
Matt Hughes, Rockwind Superintendent  
Nicholas Goulet, Human Resources Director  
Tracy South, Assistant HR Director  
Shelia Baker, General Services Director  
Selena Estrada, Risk Management  
Christa Belyeu, I. T. Director  
Meghan Mooney, Communications Director  
Chad Littlejohn, Marketing Coordinator  
Julie Nymeyer, Executive Assistant  
Jan Fletcher, City Clerk  
Amelia Maldonado, Deputy City Clerk  
Rose Galavez, Asst Deputy City Clerk  
8 citizens

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

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

### **Approval of Minutes**

Commissioner Calderón moved the minutes of the regular meeting of December 18, 2023, be approved as written. Commissioner Fields seconded the motion and roll call vote was recorded as follows: Smith yes, Mills yes, Fields yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion carried.

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

None

### **Public Comments**

Mr. Joe Cotton, a citizen, announced the events scheduled for Martin Luther King Day of Giving weekend.

- Saturday, January 13, 2024, serving food from 9:00 a.m. to 3:00 p.m. at My Safe Space located at 1124 E. Humble;
- Sunday, January 14, 2024, worship service at 11:00 a.m. at Lane Chapel Church;
- Monday, January 15, 2024, Freedom Walk beginning at 11:30 a.m. from MLK Soccerplex to Booker T. Washington Elementary School.

Mayor Cobb stated it is a good community project with several big sponsors.

### **Consent Agenda**

Mayor Cobb explained the process for the consent agenda which is reserved for items which are routine when the agenda is lengthy. He stated any member of the Commission may request an item to be transferred to the regular agenda from the consent agenda without discussion or vote.

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

*Resolution No. 7430 - Stating the Reasonable Notice Procedures for the City of Hobbs Pursuant to the New Mexico Open Meetings Act*

*Consideration of Approval of the Paid Time Off (PTO) Payout for Calendar Year 2023*

Resolution No. 7431 – Authorizing the Execution of a Grant Agreement with the New Mexico Aging and Long Term Services Department in the Amount of \$10,000.00 for the Hobbs Senior Center

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

**Discussion**

None

**Action Items**

Resolution No. 7432 – Authorizing the Execution of a Grant Agreement with the New Mexico Department of Finance and Administration in the Amount of \$600,000.00 for the New Mexico Regional Recreation Centers & Quality of Life Grant

Mr. Doug McDaniel, Recreation Director, explained the Grant Agreement with the New Mexico Department of Finance and Administration (DFA) in the amount of \$600,000.00. He stated the funds will be used to assist with cost related to planning and design of an outdoor Multi-Generational Family Aquatics Center using Federal Funds. The grant appropriation will be administered by DFA and does not require matching funds. The grant has a reversion date of June 30, 2024, unless the Legislature votes to extend this date.

There being no discussion, Commissioner Penick moved that Resolution No. 7432 be adopted as presented. Commissioner Smith seconded the motion and roll call vote was recorded as follows: Smith yes, Mills yes, Fields yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion carried. Copies of the resolution and agreement are attached and made a part of these minutes.

Resolution No. 7433 – Authorizing the Execution of a Grant Agreement with the New Mexico Aging and Long Term Services Department in the Amount of \$60,500.00 for the Hobbs Senior Center

Mr. McDaniel explained the Grant Agreement with the New Mexico Aging and Long Term Services Department in the amount of \$60,500.00 for the Hobbs Senior Center. The grant will be used to purchase a hot shot vehicle to be used for the delivery of the Hobbs Senior Center's Meals on Wheels Program. The grant appropriation will be administered by the State of New Mexico Aging and Long Term Services Department. The grant does not require matching funds and has a reversion date of June 30, 2026.



There being no discussion, Commissioner Fields moved that Resolution No. 7433 be adopted as presented. Commissioner Gerth seconded the motion and roll call vote was recorded as follows: Smith yes, Mills yes, Fields yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion carried. Copies of the resolution and agreement are attached and made a part of these minutes.

Resolution No. 7434 – Approving the Vacation/Replat of Block 37, New Hobbs Addition, Located Southeast of the Intersection of Harden and Linam

Mr. Kevin Robinson, Development Director, stated the property owner is requesting the vacation/replat of Block 37 of the New Hobbs Addition located southeast of the intersection of Harden and Linam with the alleyway vacation comprising 2,613 square feet of public property. If approved, the vacation will allow the transfer of fee simple ownership to the vacated property to the adjacent property owner. The staff has placed a value of the property at \$5,226.00 to be paid by the property owner prior to recordation. The Planning Board reviewed this issue on December 19, 2023, and recommends approval.

There being no discussion, Commissioner Smith moved that Resolution No. 7434 be adopted as presented. Commissioner Penick seconded the motion and roll call vote was recorded as follows: Smith yes, Mills yes, Fields yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion carried. Copies of the resolution and supporting documentation are attached and made a part of these minutes.

Resolution No. 7435 – Approving the Final Plat for Desert Vista Estates as Requested by Tammie Teague, Located Northwest of the Intersection of Kansas and Rolling Meadows Within the City of Hobbs Extra-Territorial Jurisdiction

Mr. Robinson stated approval of the final plat for Desert Vista Estates has been requested by the property owner, Ms. Tammie Teague, located northwest of the intersection of Kansas and Rolling Meadows within the City of Hobbs extra-territorial jurisdiction. The subdivision will create six lots from the parent parcel, the smallest being approximately 1.9 acres in size. The Planning Board considered this item at the December 19, 2023, regular meeting and recommends approval.

There being no discussion, Commissioner Fields moved that Resolution No. 7435 be adopted as presented. Commissioner Penick seconded the motion and roll call vote was recorded as follows: Smith yes, Mills yes, Fields yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion carried. Copies of the resolution and supporting documentation are attached and made a part of these minutes.

**Comments by City Commissioners, City Manager**

Mr. Manny Gomez, City Manager, asked Ms. Meghan Mooney, Communications Director, to introduce her newest staff member. Ms. Mooney introduced Mr. Chad Littlejohn as the new Marketing Coordinator for the Communications Department. She stated Mr. Littlejohn has been with the City of Hobbs for nine years and has experience in graphic designs and managing public events.

Mr. Gomez recognized several agencies that helped four displaced families after the stairwell collapse at the Avalon Cove Apartments on December 25, 2023. He recognized the following individuals: Ms. Becca Titus with the United Way of Lea County; Ms. Stacy Antonovich with the Hobbs Salvation Army; Mr. Michael Foust with the Guidance Center of Lea County; Mr. David Reed with the Maddox Foundation; Mr. Robert Guthrie with Option, Inc.; and Ms. Kittie Stewart with Red Cross. Mr. Gomez also thanked City of Hobbs Staff including the Hobbs Police Department, Hobbs Fire Department, Hobbs Legal Department and the Hobbs Code Enforcement Department for their assistance with the situation.

Commissioner Gerth stated he hoped everyone had a great holiday, and he is looking forward to 2024.

Commissioner Smith wished everyone a happy and safe 2024.

Mayor Cobb reminded everyone that the Legislators start the 30-day Legislative Session on January 16, 2024. He stated Legislators put in a tremendous amount of time away from their families while they are advocating for us. He requested to keep all of them in our thoughts and prayers for a successful 30-day session. Mayor Cobb added there are many important items to be discussed which will impact the City of Hobbs.

There being no further business or comments, Commissioner Calderón moved that the meeting adjourn. Commissioner Penick seconded the motion and roll call vote was recorded as follows: Smith yes, Mills yes, Fields yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion carried and the meeting adjourned at 6:25 p.m.

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SAM D. COBB, Mayor

ATTEST:

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JAN FLETCHER, City Clerk

**PROCLAMATIONS**

**AND**

**AWARDS OF  
MERIT**

# January Milestones 2024

## **5 Years**

Caleb Shearer	EMT Specialist Paramedic	01/03/2019
Kristen Salas	Outreach Worker	01/18/2019

## **10 Years**

Miguel-Angel Pineda	Utility Maintenance IV	01/27/2014
Lou Maldonado	Parks Superintendent	01/06/2014
Nicholas Goulet	HR Director	01/13/2014
Lonnie Creed	Fire Captain	01/13/2014

## **15 Years**

Jessica Quiroz	Crime Scene Technician	01/05/2009
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# **ACTION ITEMS**



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: January 22, 2024

SUBJECT: Purchase of Self-Contained Breathing Apparatus (SCBA)

DEPT. OF ORIGIN: Fire Department
DATE SUBMITTED: January 16, 2024
SUBMITTED BY: Mark Doporto, Fire Chief

Summary:

The Hobbs Fire Department wishes to purchase 25 Scott X3 Self-Contained Breathing Apparatus (SCBA) and 30 Scott cylinders from Municipal Emergency Services through HGAC contract. The SCBA are utilized by firefighters when entering into an Immediately Dangerous to Life and Health (IDLH) atmosphere, and supply breathing air during these types of operations. The purchase of these 25 SCBA and 30 cylinders will allow the fire department to replace air packs and cylinders which are out of warranty and are in poor condition; it also ensures air packs meet the 2018 NFPA standard.

Fiscal Impact:

Reviewed By: [Signature]
Finance Department

The total cost of the 25 SCBA is \$211,000.00. These funds were budgeted for this fiscal year for this specific purchase in the department's Equipment over \$5,000-line item (284028-43006) fire fund. The total cost for the 30 Scott air cylinders is \$43,800.00. These funds were budgeted for this fiscal year for this specific purpose in the department's public safety equipment line-item (010220-43014) general fund.

Attachments:

- 1. Quote
2. HGAC contract

Legal Review:

Approved As To Form: Valerie S. Chacon
City Attorney

Recommendation:

Mayor and Commission approve the purchase of 25 SCBA and 30 cylinders at a cost of \$254,800.00

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. \_\_\_\_\_



(877) 637-3473

# Quote

Quote # QT1768746  
 Date 01/11/2024  
 Expires 01/29/2024  
 Sales Rep Arreola, Hugo A  
 PO # SCBAs  
 Shipping Method FedEx Ground  
 Customer HOBBS FIRE DEPARTMENT  
 Customer # C32305

**Bill To**  
 City of Hobbs  
 Accounts Department  
 200 E. Broadway St.  
 Hobbs NM 88240  
 United States

**Ship To**  
 Chris Henry  
 Hobbs FD  
 301 E. WHITE  
 HOBBS NM 88240  
 United States

Item	Alt. Item #	Units	Description	QTY	Unit Price	Amount
X8814025305A03			Air-Pak X3 Pro SCBA (2018 Edition) with CGA, Parachute Buckles, 4.5, Standard, No Accessory Pouch, E-Z Flo+ Regulator with Quick Disconnect Hose (Rectus-type fittings), Universal EBSS, SEMS II Pro, No Case	25	\$8,440.00	\$211,000.00

HGAC Contract EE08-19 valid until 7-31-2024.

**Subtotal** \$211,000.00  
**Shipping Cost** \$0.00  
**Tax Total** \$0.00  
**Total** \$211,000.00

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

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



CITY OF HOBBS REQUISITION/QUOTE FORM

(Purchases \$500.00-\$5,000.00 SPD & GSA Contract)

TO: CPO  
 FROM: Fire  
 DATE: 12/20/2023

VENDOR NAME: Municipal  
 ADDRESS: Emergency  
 Services  
 PHONE/FAX NO:

1) 2) 3)

QTY	DESCRIPTION ITEM(S) SERVICE TO BE PURCHASED	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
25	Air-Pak X3 Pro SCBA (2018 Edition) with CGA, Parachute Buckles, 4.5 Standard No Accessory Pouch, E-Z Flo+ Regulator with Quick Disconnect Hose	8,440.00	211,000.00				
TOTAL AMOUNT			\$211,000.00				
DELIVERY DATE							
ESTIMATED SHIPPING CHARGES							

CHECK ONE: STATE CONTRACT / GSA CONTRACT CONTRACT NO. HGAC = EEO8-19 EXPIRATION DATE 7/31/2024  
 SPD or GSA contracts should be attached or on file in CPO. GSA contracts must have a letter from the contractor indicating a willingness to extend pricing, and all terms to the City of Hobbs.

AWARD TO: POINT OF CONTACT: Hugo Arreola (If new vendor make sure address is on this form)

If lowest price is not recommended, please state why (subject to approval by CPO)

Account No. 28-4028-43006 Prepared By: Dana Dakerholz Department Approval: [Signature]  
 WHITE-CPO PINK-Department





(877) 637-3473

# Quote

Quote # QT1768734  
 Date 01/11/2024  
 Expires 01/29/2024  
 Sales Rep Arreola, Hugo A  
 PO # Scott Cylinders  
 Shipping Method FedEx Ground  
 Customer HOBBS FIRE DEPARTMENT  
 Customer # C32305

**Bill To**

City of Hobbs  
 Accounts Department  
 200 E. Broadway St.  
 Hobbs NM 88240  
 United States

**Ship To**

Chris Henry  
 Hobbs FD  
 301 E. WHITE  
 HOBBS NM 88240  
 United States

Item	Alt. Item #	Units	Description	QTY	Unit Price	Amount
804722-01			CYL&VLV ASSY,CARB,45MIN,4500	30	\$1,460.00	\$43,800.00

**Subtotal** \$43,800.00  
**Shipping Cost** \$0.00  
**Tax Total** \$0.00  
**Total** \$43,800.00

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

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT1768734





# **HGAC Contract EE08-19**

**Houston-Galveston Area Contract (HGAC)**

**Emergency & Rescue Equipment**

**Contract Expires 7/31/2024**

# What products are on the MES HGAC Contract EE08-19?

- **3M Scott Fire & Safety @15% Off Current Price List**
- **Hurst Jaws of Life Tools @ 15% Off Current Price List**
- **Hurst/Vetter Products @ 15% Off Current Price List**
- **Rescue42 @ 8% Off Current Price List**
- **Rescue80 @ 45% Off Current Price List**
- **FireDex Turnout Gear @ 45% Off Current Price List**
- **Veridian Turnout Gear @ 30% Off Current Price List**
- **SCBA & Hurst Service @ Specified Price.**
- **Service Parts @ 0% Off Price List .**





**2023 Rates For Scott Mobile Service**  
**Preventive Maintenance Services SCBA & Compressor**  
**Five Star Service Center**  
**Service By Scott Certified Technicians**

**Compressor Agreement** – Varies by Make and Model. Will quote on an Individual Basis Prices. Price is average for Annual service per Compressor.

	<b>Starting</b>	<b>\$2,500.00</b>	
<b>Labor Rate - Compressor</b>			<b>Per Hour \$115.00</b>
<b>Waste Oil Disposal Fee</b>			<b>Flat Fee \$ 35.00</b>
<b>Air quality Compressor Testing</b>			<b>Per Test \$130.00</b>
<b>Scott Air Pak / Rit Pak Flow testing</b>			<b>Per Complete Unit \$ 50.00</b>
			<b>Per Regulator Only \$ 30.00</b>
<b>Quantitative Fit Testing</b>			<b>Per Test \$ 30.00</b>
<b>Leak Test</b>			<b>Per Mask \$ 15.00</b>
<b>Labor Rate</b>			<b>Per Hour \$105.00</b>
<b>Fuel Charge</b>	<b>Varies by Distance and Fuel Cost average</b>		<b>\$75.00 - \$250.00</b>

*Service plan does **NOT** include repair parts and labor outside actions listed above. Parts will be at published price. Customer approval will be needed for repairs.*



**2023 Rates for Hurst Mobile Service  
Preventive Maintenance Services – Hydraulic**

**Spreader** – Inspect jaw tips, arms, link pins, piston rod, cylinder, hoses, valves and connectors, test check valve holding, clean and lube entire tool, flush fluid, and cycle test.

**Per Spreader** **\$200.00**

**Combination** – Inspect jaw tips, arms, link pins, piston rod, cylinder, hoses, cutter blades, valves and connections, test check valve holding, clean and lube entire tool, flush fluid, and cycle test.

**Per Combination Tool** **\$200.00**

**Cutter** – Inspect jaw tips, arms, link pins, piston rod, cylinder, hoses, valves and connectors, test check valve holding, clean and lube entire tool, flush fluid, and cycle test.

**Per Cutter** **\$200.00**

**Ram** – Visually inspect ram tip, piston rod, hoses & connectors, cycle test, clean & lube, flush fluid, and cycle test.

**Per Ram** **\$200.00**

**Power Unit** – Visually inspect unit, check engine oil, spark plug, recoil starter @ air filter on gas units, motor & electrical connections on electric units, inspect control valves, hoses & connections, check hydraulic fluid, pressure test unit, make necessary adjustments, inspect pump seals, flush fluid, post pressure test. Fluid used priced below.

**Per Power Unit** **HP \$525.00 / LP \$575.00**

**Extension Hoses** – Visually inspect hoses & connections, clean & lube, post pressure tests.

**Per Hose** **\$ 50.00**

**Hose Reel** – Same as above, test hose reels for proper function. **Per Hose Reel \$ 50.00**

**Hose Reel Flush** – (See fluid charge below)

**Per Reel flush** **\$170.00**

**Fluid Disposal Fee** -

**\$ 35.00**

**Fluid** – Used in **Power Units & Hoses**. **Per Gallon**

**HP \$105.00 / LP \$150.00**

**Fluid Charge Per Mile**

**\$ 0.90**

Service plan does NOT include repair parts and labor outside actions listed above. Parts will be at published price. Customer approval will be needed for repairs.



# CITY OF HOBBS

## COMMISSION STAFF SUMMARY FORM

MEETING DATE: January 22, 2024

**SUBJECT:** Resolution Adopting Budgetary Adjustment #2 for the Fiscal Year 2023-2024  
**DEPT. OF ORIGIN:** Finance Department  
**DATE SUBMITTED:** January 16, 2024  
**SUBMITTED BY:** Deborah Corral, Assistant Finance Director

**Summary:**

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

Enclosed is budgetary adjustment #2 for the current year. A summary of the funds adjusted is attached to this resolution. After the Commission approves this adjustment, it must be forwarded to the Department of Finance & Administration for approval.

**Fiscal Impact:**

Reviewed By: \_\_\_\_\_  
*Finance Department*

Total revenue increased by \$1,420,000 and total expense increased by \$9,121,632.16 providing a budgeted ending cash balance of \$92,982,645.26 for all funds.

This budget adjustment also includes inter-fund transfers.  
General fund reserve is reduced from 56% to 54%.

**Attachments:**

- Budget Cash Balance Sheet
- Budgeted Adjustments Detail
- Resolution approving Budget Adjustment for the fiscal year 2023-2024

**Legal Review:**

Approved As To Form: /s/ Valerie S. Chacon  
*City Attorney*

**Recommendation:**

Motion to approve the resolution.

Approved For Submittal By:

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

CITY CLERKS USE ONLY  
COMMISSION ACTION TAKEN

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

CITY OF HOBBS

RESOLUTION NO. 7436

BUDGETARY ADJUSTMENT #2

FISCAL YEAR 2023-2024

WHEREAS, the fiscal budget for the City of Hobbs is prepared, reviewed, and approved prior to the beginning of the fiscal year; and

WHEREAS, from time to time it becomes necessary to adjust the budget due to items not contemplated at the time it is prepared; and

WHEREAS, included in this budgetary adjustment total revenue is increased by \$1,420,000 total expense is increased by \$9,121,632.16

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the herein-referenced budget adjustments be approved.

BE IT FURTHER RESOLVED BY THE GOVERNING BODY of the City of Hobbs, New Mexico, that the budgetary adjustments be subject to the approval of the Department of Finance and Administration of the State of New Mexico and that a copy of this Resolution is forwarded to their office in Santa Fe, New Mexico, for approval.

PASSED, ADOPTED, AND APPROVED this 22nd day of January 2024.

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

ATTEST:

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



**City of Hobbs BAR #2  
FY24 Fund Summary**

<i>dfa fund</i>		Beginning Cash 6/30/2023	Total Revenue	Interfund Transfer	Total Expenditures	Ending Cash	
11000 001	GENERAL	76,840,351.72	75,650,726.40	(12,470,098.99)	91,044,496.06	48,976,483.07	54%
29900 002	LAND ACQUISITION	830,648.61	100,000.00		100,000.00	830,648.61	
<b>General Fund Subtotal</b>		<b>77,671,000.33</b>	<b>75,750,726.40</b>	<b>(12,470,098.99)</b>	<b>91,144,496.06</b>	<b>49,807,131.68</b>	
20100 110	LOCAL GOV CORR	1,012,394.62	169,000.00		494,500.00	686,894.62	
21100 120	POLICE PROTECTION	24,383.39	228,883.39		228,883.39	24,383.39	
29900 130	P D N (parif, drug, narcotics)	1,918.75	-		1,918.75	-	
29900 150	COPS GRANT	8,881.98	-	(8,881.98)	-	-	
21700 160	RECREATION (CORE)	1,000.00	1,626,400.00	4,418,320.12	6,044,720.12	1,000.00	
21900 170	OLDER AMERICAN	1,000.00	271,966.00	1,076,883.10	1,318,559.04	31,290.06	
51800 180	GOLF	1,000.00	1,031,250.00	3,376,523.06	4,297,003.06	111,770.00	
50600 190	CEMETERY	1,000.00	216,650.00	924,102.90	1,140,752.90	1,000.00	
50400 200	AIRPORT	690,720.93	185,574.32		318,500.00	557,795.25	
30300 210	LEGISLATIVE APPROPRIATIONS	1,000.00	7,857,134.01		7,275,553.12	582,580.89	
21800 220	INTERGOVERNMENTAL GRANTS	27,912,727.17	-		27,912,727.17	-	
21400 230	LODGERS' TAX	1,062,654.52	1,725,000.00	(397,403.00)	1,227,835.00	1,162,416.52	
27000 240	LG ABATEMENT FUND (OPIOID)	119,300.36	489,000.00		489,000.00	119,300.36	
28000 250	CANNABIS EXCISE TAX FUND	643,025.95	620,000.00	(603,000.00)	17,000.00	643,025.95	
29900 270	PUBLIC TRANSPORTATION	1,000.00	2,247,076.92	250,000.00	1,618,584.28	879,492.64	
20900 280	FIRE PROTECTION	1,221,313.43	1,092,725.00		1,190,654.05	1,123,384.38	
20600 290	EMER MEDICAL SERV	2,595.39	42,362.00		42,362.00	2,595.39	
21210 300	2022 Retention LER	139,316.51	1,425,000.00		1,562,952.47	1,364.04	
29900 310	LEDA		-	3,361,696.47	3,361,696.47	-	
21220 320	2023 Recruitment LER		750,000.00	-	750,000.00	-	
<b>Special Revenue Subtotals</b>		<b>32,845,233.00</b>	<b>19,978,021.64</b>	<b>12,398,240.67</b>	<b>59,293,201.82</b>	<b>5,928,293.49</b>	
30200 370	COMM DEVE CONST	82,327.62	750,000.00	464,806.80	1,296,134.42	1,000.00	
39900 460	BEAUTIFICATION IMPROVEMENT	1,538,849.89	-	(200,000.00)	-	1,338,849.89	
21600 480	STREET IMPROVEMENTS	5,668,692.61	2,125,000.00		7,739,692.68	53,999.93	
39900 490	CITY COMM. IMPROVEMENTS	10,109,110.76	2,500,000.00	(8,682,133.41)	85,000.00	3,841,977.35	
<b>Capital Project Subtotals</b>		<b>17,398,980.88</b>	<b>5,375,000.00</b>	<b>(8,417,326.61)</b>	<b>9,120,827.10</b>	<b>5,235,827.17</b>	
40400 510	UTILITY BOND	-	-	307,005.74	307,005.74	-	
40400 530	WASTEWATER BOND	1,989,842.96	-	2,442,795.99	2,442,795.99	1,989,842.96	
<b>Debt Service Subtotals</b>		<b>1,989,842.96</b>	<b>-</b>	<b>2,749,801.73</b>	<b>2,749,801.73</b>	<b>1,989,842.96</b>	
50200 100	SOLID WASTE	2,872,856.74	7,750,000.00		7,900,000.00	2,722,856.74	
39900 440	JOINT UTILITY EXTENSIONS CAPIT	1,000.00	250,000.00	2,717,326.61	2,967,326.61	1,000.00	
50100 600	JOINT UTILITY	1,000.00	-	8,249,608.75	8,249,608.75	1,000.00	
50100 610	JOINT UTILITY CONST	1,000.00	-	5,408,103.85	5,408,103.85	1,000.00	
50300 620	WASTE WATER PLANT CONST	6,857,812.29	1,400,000.00	10,267,587.97	18,524,400.26	1,000.00	
50300 630	JOINT UTILITIY - WASTEWATER	1,000.00	-	6,723,457.65	6,723,457.65	1,000.00	
50300 650	JOINT UTILITIY INCOME - WASTE	10,856,602.76	8,810,000.00	(15,416,164.69)	45,000.00	4,205,438.07	
50100 660	JOINT UTILITY INCOME	9,447,098.98	9,275,000.00	(13,982,395.26)	-	4,739,703.72	
50100 680	METER DEPOSIT RES	1,405,056.17	375,000.00		375,000.00	1,405,056.17	
69900 690	INTERNAL SUPPLY	109,115.46	225,000.00		275,000.00	59,115.46	
<b>Utility Subtotals</b>		<b>31,552,542.40</b>	<b>28,085,000.00</b>	<b>3,967,524.88</b>	<b>50,467,897.12</b>	<b>13,137,170.16</b>	
69900 640	MEDICAL INSURANCE	1,658,623.59	7,776,930.00	1,175,000.00	8,801,000.00	1,809,553.59	
69900 670	WORKERS COMP TRUST	1,206,454.59	720,000.00		833,000.00	1,093,454.59	
69900 740	INSURANCE - RISK	5,428,141.68	2,872,951.00	1,771,858.32	3,122,951.00	6,950,000.00	
<b>Internal Service Subtotal</b>		<b>8,293,219.86</b>	<b>11,369,881.00</b>	<b>2,946,858.32</b>	<b>12,756,951.00</b>	<b>9,853,008.18</b>	
79900 700	MOTOR VEHICLE	1,802.83	5,500,000.00		5,500,000.00	1,802.83	
79900 710	MUNI JUDGE BOND FUND	108,174.34	-		-	108,174.34	
79900 720	RETIREE HEALTH INSURANCE TRU	9,000,000.00	1,075,000.00	(1,175,000.00)	2,050,000.00	6,850,000.00	
79900 730	CRIME LAB FUND	74,148.80	57,000.00		57,000.00	74,148.80	
79900 750	FORECLOSURE TRUST FUND	71.88	-		-	71.88	
79900 770	LIBRARY TRUST	6,290.69	1,500.00		1,500.00	6,290.69	
79900 780	SENIOR CITIZEN TRUST	5,195.94	3,000.00		3,000.00	5,195.94	
79900 790	PRAIRIE HAVEN MEM	6,025.45	-		-	6,025.45	
79900 800	COMMUNITY PARK TRUST	1,611.76	-		-	1,611.76	
79900 820	EVIDENCE TRUST FUND	206,602.63	5,000.00		-	211,602.63	
79900 830	HOBBS BEAUTIFUL	15,440.93	10,000.00		10,000.00	15,440.93	
79900 860	CITY AGENCY TRUST	1,506.37	1,500.00		2,000.00	1,006.37	
<b>Trust &amp; Agency Subtotals</b>		<b>9,426,871.62</b>	<b>6,653,000.00</b>	<b>(1,175,000.00)</b>	<b>7,623,500.00</b>	<b>7,281,371.62</b>	
<b>Grand Total All Funds</b>		<b>179,177,691.05</b>	<b>147,211,629.04</b>	<b>(0.00)</b>	<b>233,156,674.83</b>	<b>93,232,645.26</b>	
			1,420,000.00		9,121,632.16		

Expense									
Fund	Org	Obj	Proj	Dept Description	Description	Current Budget	BAR #1 Request	Total Budget	Comment
001	010100	42601		CITY COMMISSION	PROFESSIONAL SERVICES	1,809,094.00	142,998.00	1,952,092.00	note reads 1,504,092.after bar - above this - where is the increase...
001	010100	44901	00100	CITY COMMISSION	COMPREHENSIVE PLAN	-	250,000.00	250,000.00	City Commission Goal to update City's comprehensive plan
001	010100	44901	00170	CITY COMMISSION	HOUSING INCENTIVE (SF HOUSING)	1,034,786.00	300,000.00	1,334,786.00	estimated additional Das
001	010100	44901	00326	CITY COMMISSION	EAST MIDWEST IMPROVEMENTS	-	1,500,000.00	1,500,000.00	City portion to continue East Midwest Improvements
001	010130	42221		CLERKS OFFICE	INSURANCE-BONDS AND NOTARY	150.00	100.00	250.00	new notary for new employee
001	010130	42403		CLERKS OFFICE	MACHINE REPAIR AND MAINTENANCE	1,000.00	10,000.00	11,000.00	budget for maintenance agreement on vertical carousel filing system
001	010130	42607		CLERKS OFFICE	LEGAL EXPENSE	18,000.00	6,000.00	24,000.00	additional budget for cost of release of liens in city record clean up
001	010140	42601		FINANCE/PURCHASING	PROFESSIONAL SERVICES	259,192.42	100,000.00	359,192.42	potential project funding for SAAS Flip
001	010150	41101		LEGAL	SALARIES	495,173.74	(68,414.94)	426,758.80	reduction for the elimination fo the assistant city attorney position
001	010150	41119		LEGAL	RETENTION INCENTIVE	6,600.00	(1,750.00)	4,850.00	reduction for the elimination fo the assistant city attorney position
001	010150	41111		LEGAL	FICA	39,890.02	(5,367.62)	34,522.40	reduction for the elimination fo the assistant city attorney position
001	010150	41112		LEGAL	PERA	78,184.50	(10,384.41)	67,800.09	reduction for the elimination fo the assistant city attorney position
001	010150	42601		LEGAL	PROFESSIONAL SERVICES	41,000.00	100,000.00	141,000.00	additional professional service funding for outside attorney
001	010160	42302		MUNICIPAL COURT	TRAVEL MEALS AND SCHOOLS	5,300.00	4,175.00	9,475.00	transfer from legal expense
001	010160	42501		MUNICIPAL COURT	BUILDING AND GROUNDS	2,000.00	4,850.00	6,850.00	transfer from legal expense
001	010160	42607		MUNICIPAL COURT	LEGAL EXPENSE	102,245.20	(9,025.00)	93,220.20	transfer to building and grounds (\$4850) and travel (\$4175)
001	010201	41102		POLICE ADMINISTRATION	OVERTIME	3,000.00	3,000.00	6,000.00	additional ot for creation of inventory control for uniform and other items
001	010201	42324		POLICE ADMINISTRATION	MISCELLANEOUS AND EMERGENCY	12,000.00	2,500.00	14,500.00	unexpected elevator repair costs
001	010201	42706		POLICE ADMINISTRATION	EQUIPMENT UNDER 5000.00	10,000.00	10,000.00	20,000.00	Budget for exercise equipment to be purchased with Buhalts donation (offsetting revenue)
001	010202	42608		POLICE PATROL	CLAIMS BY OTHERS GEN LIABILIT	1,037,996.66	5,000.00	1,042,996.66	claims by other over budget
001	010204	43006		POLICE SUPPORT	EQUIPMENT OVER 5000	147,255.00	158,348.13	305,603.13	refund equipment over after use for new building unexpected expenses
001	010310	46326		LIBRARY	STATE GRANTS-IN-AID	10,000.00	353.00	10,353.00	increase budget for state grant in aid to actual award
001	010330	42601		RECREATION	PROFESSIONAL SERVICES	189,500.00	17,250.00	206,750.00	4th Quarter fy23 payment not included in carryover
001	010335	44901	00376	POOLS	MULTIGEN FAMILY AQUATICS CNTR	1,000,000.00	(600,000.00)	400,000.00	reducing budget by amount of grant award
001	010420	42208		GENERAL SVCS-GARAGE	FUEL	800,000.00	(4,500.00)	795,500.00	transfer to small hand tools
001	010420	42307		GENERAL SVCS-GARAGE	SMALL HAND TOOLS	2,000.00	4,500.00	6,500.00	transfer from fuel
001	010421	42501		BUILDING MAINTENANCE	BUILDING AND GROUNDS	40,000.00	(10,000.00)	30,000.00	transfer to building improvements
001	010421	43013		BUILDING MAINTENANCE	BUILDING IMPROVEMENTS	-	10,000.00	10,000.00	transfer from buildings and grounds
001	010423	42608		STREETS/HIGHWAYS	CLAIMS BY OTHERS GEN LIABILIT	1,500.00	5,000.00	6,500.00	claims by other over budget
<b>001 Total</b>							<b>1,924,632.16</b>		

Fund	Org	Obj	Proj	Dept Description	Description	Current Budget	BAR #1 Request	Total Budget	Comment
170	174017	42387	00360	OLDER AMERICANS FUND	ALTSD NM GROW MINI GRANT	-	10,000.00	10,000.00	expense budget for mini grow grant
170	174017	43006	00378	OLDER AMERICANS FUND	SENIOR CNTR VEHICLE EQUIP	-	25,000.00	25,000.00	additional budget to outfit new senior center vehicle
<b>170 Total</b>							<b>35,000.00</b>		
210	214021	44901	00376	LEGISLATIVE APPROP FUND	Leg Approp - Multigen Aquatics Facility Desi	-	600,000.00	600,000.00	budget for grant award for design (offsetting revenue)
<b>210 Total</b>							<b>600,000.00</b>		
230	234023	42238		LODGER TAX PROMOTIONAL FU	CHAMBER ADVERTISING EXPENSE	827,835.00	400,000.00	1,227,835.00	for additional lodgers tax awards
<b>230 Total</b>							<b>400,000.00</b>		
270	274027	41102		PUBLIC TRANSPORTATION FUND	OVERTIME	4,000.00	36,000.00	40,000.00	To correct overtime budget
270	274027	42353		PUBLIC TRANSPORTATION FUND	TRAINING	1,500.00	3,000.00	4,500.00	for professional development training
270	274027	42601		PUBLIC TRANSPORTATION FUND	PROFESSIONAL SERVICES	-	10,000.00	10,000.00	CDL Training for new drivers
<b>270 Total</b>							<b>49,000.00</b>		
280	284028	44901	00380	FIRE PROTECTION FUND	BURN BUILDING/TOWER	-	400,000.00	400,000.00	expense budget for grant from SFMO for Burn Building/Tower
<b>280 Total</b>							<b>400,000.00</b>		
600	604685	42715		SCADA/COMPUTER OPERATION	UTILITY EQUIPMENT	101,299.76	213,326.00	314,625.76	transfer from capital for submersible pressure transducers
600	604685	43015		SCADA/COMPUTER OPERATION	UTILITY EQUIPMENT	224,800.00	(213,326.00)	11,474.00	transfer to operating for submersible pressure transducers
<b>600 Total</b>							<b>-</b>		
620	624062	44901	00097	WASTE WATER PLANT CONST.	SEWER LINE REPLACEMENT	5,193,673.64	4,000,000.00	9,193,673.64	additional funding for trunk line f
<b>620 Total</b>							<b>4,000,000.00</b>		
640	644064	42645		MEDICAL INSURANCE TRUST FU	FEES - ADMIN	750,000.00	950,000.00	1,700,000.00	increase in health insurance admin fees
<b>640 Total</b>							<b>950,000.00</b>		
670	674067	42609		WORKERS COMPENSATION FUN	REQUIRED INSURANCE	360,000.00	113,000.00	473,000.00	increase in workers comp insurance due to increase in payroll and incentives
<b>670 Total</b>							<b>113,000.00</b>		
720	724072	42601		RETIREE HEALTH INSURANCE TR	PROFESSIONAL SERVICES	1,200,000.00	650,000.00	1,850,000.00	increase in retiree health insurance claims
<b>720 Total</b>							<b>650,000.00</b>		
<b>Grand Total</b>							<b>9,121,632.16</b>		
<b>Revenue</b>									
Fund	Org	Obj	Proj	Dept Description	Description	Current Budget	BAR #1 Request	Total Budget	Comment
001	019999	30636		GENERAL FUND REVENUE	RESTRICTED POLICE DONATIONS	(25,000.00)	(10,000.00)	(35,000.00)	to budget for a donation to HPD form Buhalts
<b>001 Total</b>							<b>(10,000.00)</b>		
170	179999	30701	00360	OLDER AMERICAN REVENUE	ALTSD NM GROW MINI GRANT	-	(10,000.00)	(10,000.00)	budget for altsd mini grow grant
<b>170 Total</b>							<b>(10,000.00)</b>		
210	219999	30718	00376	LEGISLATIVE APPROP FUND	LEG APPROP - MULTIGEN FAMILY AQU DESI	-	(600,000.00)	(600,000.00)	budget for design grant award for aquatics facility
<b>210 Total</b>							<b>(600,000.00)</b>		
230	239999	30110		LODGERS TAX REVENUE	LODGERS TAX	(1,300,000.00)	(400,000.00)	(1,700,000.00)	increase in Lodgers' Tax revenue projection
<b>230 Total</b>							<b>(400,000.00)</b>		
280	289999	30707	00380	FIRE PROTECTION REVENUE	BURN BUILDING/TOWER	-	(400,000.00)	(400,000.00)	Grant from State Fire Marshals Office
<b>280 Total</b>							<b>(400,000.00)</b>		
<b>Grand Total</b>							<b>(1,420,000.00)</b>		

Fund	Org	Obj	Proj	Dept Description	Description	Current Budget	BAR #1 Request	Total Budget	Comment
<b>Cash Transfers</b>									
Fund	Org	Obj	Proj	Dept Description	Description	Current Budget	BAR #1 Request	Total Budget	Comment
001	019999	30808		GENERAL FUND REVENUE	TRANSFER TO - 27	-	250,000.00	250,000.00	timing difference funding
001	019999	30828		GENERAL FUND REVENUE	TRANSFER FROM - 23	(195,000.00)	(77,218.00)	(272,218.00)	\$60,000 additional 15% of \$1.7 revenue projection; \$17,218 gus macker award
001	019999	30843		GENERAL FUND REVENUE	TRANSFER FROM - 49	-	(1,500,000.00)	(1,500,000.00)	to cover cost of East Midwest Improvement
001	019999	30890		GENERAL FUND REVENUE	TRANSFER TO 16	3,686,395.12	433,625.00	4,120,020.12	additional funding to fund 160 to replace LT operating removed
<b>001 Total</b>							<b>(893,593.00)</b>		
160	169999	30828		HEALTH WELLNESS LEARNING C	TRANSFER FROM - 23	(533,275.00)	433,625.00	(99,650.00)	promotional only, reversing operating transfer
160	169999	30851		HEALTH WELLNESS LEARNING C	TRANSFER FROM 1	(3,686,395.12)	(433,625.00)	(4,120,020.12)	additional funding to fund 160 to replace LT operating removed
<b>160 Total</b>							<b>-</b>		
180	189999	30828		GOLF FUND REVENUE	TRANSFER FROM - 23	(2,875.00)	(22,660.00)	(25,535.00)	Carryover of Fy23 encumbrance
<b>180 Total</b>							<b>(22,660.00)</b>		
230	239999	30804		LODGERS TAX REVENUE	TRANSFER TO - 18	2,875.00	22,660.00	25,535.00	Carryover of Fy23 encumbrance
230	239999	30815		LODGERS TAX REVENUE	TRANSFER TO - 1	195,000.00	77,218.00	272,218.00	\$60,000 additional 15% of \$1.7 revenue projection; \$17,218 gus macker award
230	239999	30890		LODGERS TAX REVENUE	TRANSFER TO 16	533,275.00	(433,625.00)	99,650.00	promotional only, reversing operating transfer
<b>230 Total</b>							<b>(333,747.00)</b>		
270	279999	30834		PUBLIC TRANS REVENUE	TRANSFER FROM - 1	-	(250,000.00)	(250,000.00)	fund 270 needs transfer budget
<b>270 Total</b>							<b>(250,000.00)</b>		
490	499999	30826		CITY COMMISSION REVENUE	TRANSFER TO - 62	-	4,000,000.00	4,000,000.00	to fund sewer line increase
490	499999	30866		CITY COMMISSION REVENUE	TRANSFER TO 1	-	1,500,000.00	1,500,000.00	to cover cost of East Midwest Improvement
<b>490 Total</b>							<b>5,500,000.00</b>		
620	629999	30843		WWTP CONST REVENUE	TRANSFER FROM - 49	-	(4,000,000.00)	(4,000,000.00)	to fund sewer line increase
<b>620 Total</b>							<b>(4,000,000.00)</b>		
640	649999	30801		MEDICAL INSURANCE REV	TRANSFER TO - 72	325,000.00	(1,500,000.00)	(1,175,000.00)	transfer per health insurance renewal proposal
<b>640 Total</b>							<b>(1,500,000.00)</b>		
720	729999	30891		RETIREE HEALTH REVENUE	TRANSFER FROM 64	(325,000.00)	1,500,000.00	1,175,000.00	transfer per health insurance renewal proposal
<b>720 Total</b>							<b>1,500,000.00</b>		
<b>Grand Total</b>							<b>-</b>		



**CITY OF HOBBS**  
COMMISSION STAFF SUMMARY FORM

MEETING DATE: January 22, 2024

SUBJECT: Authorizing an allocation of Lodgers' Tax to fund various events for fiscal year 2024.

DEPT. OF ORIGIN: Finance  
DATE SUBMITTED: January 12, 2024  
SUBMITTED BY: Toby Spears, Finance Director

**Summary:**

On January 10, 2024, the Lodgers' Tax Board met and recommended awarding to the Commission, various events for Fiscal Year 2024. The entities requesting lodgers' tax are as follows:

<b>New Mexico Junior College</b> NJCAA Men's Div 1 National Golf Championship	\$10,500.00
<b>Hobbs Airfield Speedway**</b> Flashlight Cash Day With Limpy (\$3,143.00) Summer Banger with BJ Da Flagman(\$3,143.00)	\$ 6,286.00
<b>United Way of Lea County</b> Reading Under the Lights	\$ 8,225.00
<b>Permian Basin USSSA</b> King of the Turf (\$24,964.80) Baseball Moms are the Best (\$24,964.80)	\$49,929.60
<b>Hobbs USSSA</b> Blind as a Bat (\$3,000.00) Hobbs SuperSlam NIT (\$9,000.00) Jewelz on the Turf NIT MVP Event (\$9,000.00) JB Memorial 1 Pitch (\$2,500.00)	\$23,500.00
<b>City of Hobbs</b> Hobbs Downtown Slam & Jam Gus Macker	\$17,218.00

\*\* = Lodgers' Tax Board approved < \$10,000 for entity since start of fiscal year (7-1-2023 through 12-31-2023)

**Fiscal Impact:**

Reviewed By:   
Finance Department

December 31, 2023, Estimated Cash Balance for the Lodgers' Tax Fund is as follows:

Security and Sanitation (15%)	\$ 74,193.91
Non-Profit/For Profit/Public Entity (20%)	\$ 186,679.24
City and County (40%)	\$ 433,337.70
Airline (25%)	\$ 600,753.26

The 2024 adjusted budgeted lodgers' tax revenues are projected to be \$1,700,000.00. (pending budget approval)

**Attachments:**

Estimated Financial Report for December 31, 2023  
Resolution  
Requests

**Legal Review:**

Approved As To Form: Valerie S. Chacon  
City Attorney

Digitally signed by Valerie S. Chacon  
DN: cn=Valerie S. Chacon, o=ou,  
email=vchacon@hobbsnm.org, c=US  
Date: 2024.01.12 10:38:01 -0700

**Recommendation:**

City staff recommends awarding lodgers' tax proceeds 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. _____

CITY OF HOBBS

RESOLUTION NO. 7437

A RESOLUTION AUTHORIZING AN ALLOCATION OF  
LODGERS' TAX FUNDS

WHEREAS, the Lodgers' Tax Advisory Board met on January 10th, 2024, and recommends awarding the following events for fiscal year 2024:

	Amount Requested	Lodgers' Tax Board Recommendation	City Commission Recommendation
<b>New Mexico Junior College</b> NJCAA Men's Div 1 National Golf Champ	\$10,500.00	\$10,500.00	\$ _____
<b>Hobbs Airfield Speedway</b> Flashlight Cash Day With Limpy Summer Banger with BJ Da Flagman	\$3,143.00 \$3,143.00	\$3,143.00 \$3,143.00	\$ _____ \$ _____
<b>United Way of Lea County</b> Reading Under the Lights	\$8,225.00	\$8,225.00	\$ _____
<b>Permian Basin USSSA</b> King of the Turf Baseball Moms are the Best	\$24,964.80 \$24,964.80	\$24,964.80 \$24,964.80	\$ _____ \$ _____
<b>Hobbs USSSA</b> Blind as a Bat Hobbs Super Slam NIT Jewelz on the Turf NIT MVP Event JB Memorial 1 Pitch	\$3,000.00 \$9,000.00 \$9,000.00 \$2,500.00	\$3,000.00 \$9,000.00 \$9,000.00 \$2,500.00	\$ _____ \$ _____ \$ _____ \$ _____
<b>City of Hobbs</b> Hobbs Downtown Slam & Jam Gus Mack	\$17,218.00	\$17,218.00	\$ _____
<b>TOTAL</b>	<b>\$115,658.60</b>	<b>\$115,658.60</b>	\$ _____

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

PASSED, ADOPTED AND APPROVED this 22nd day of January, 2024.

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

ATTEST:

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

# Financial Report

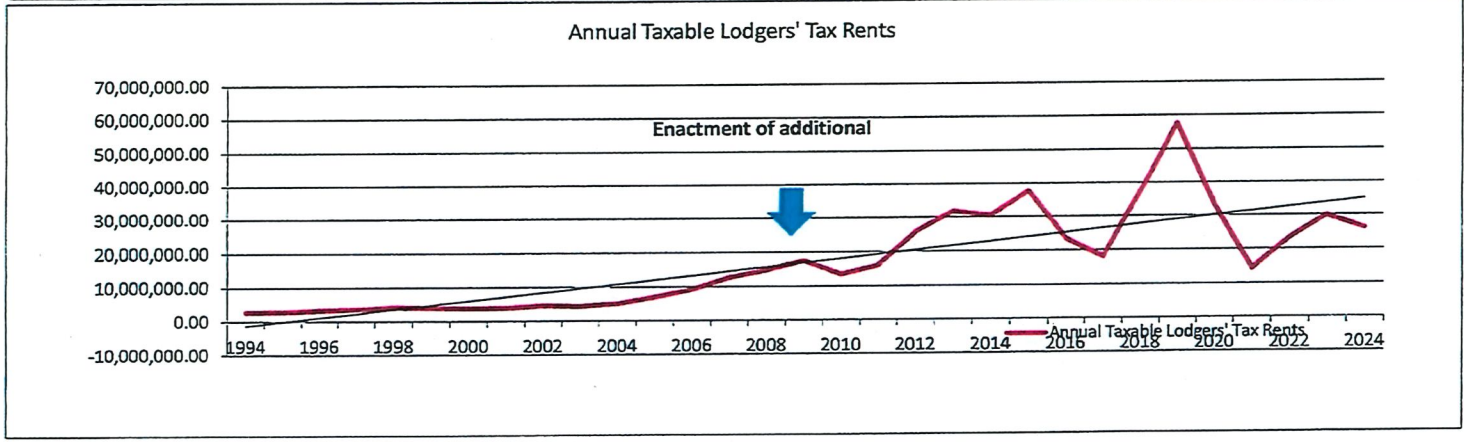
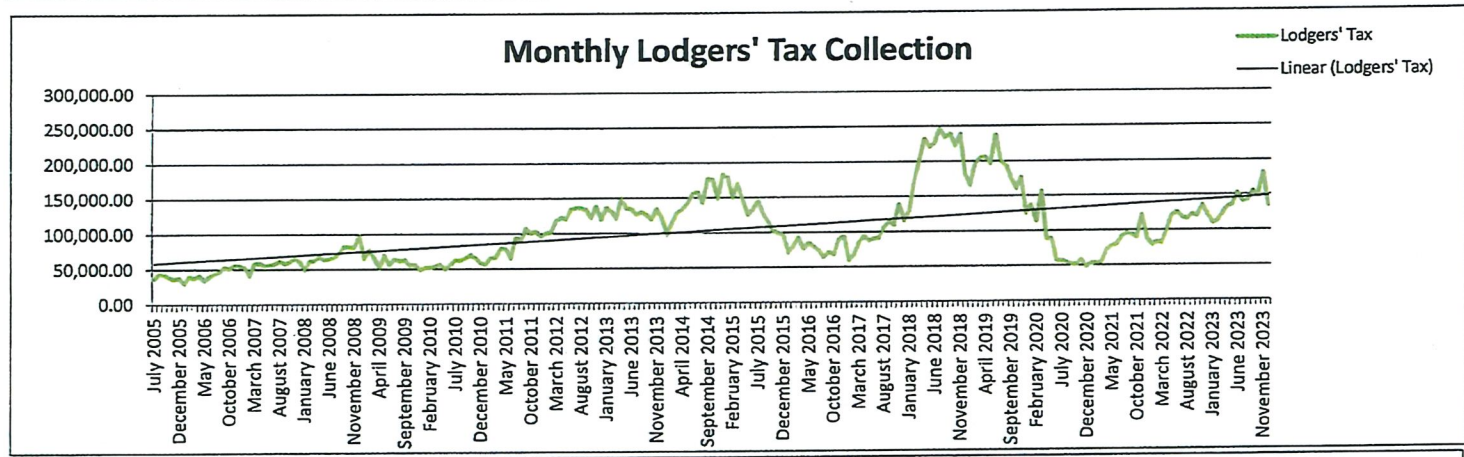
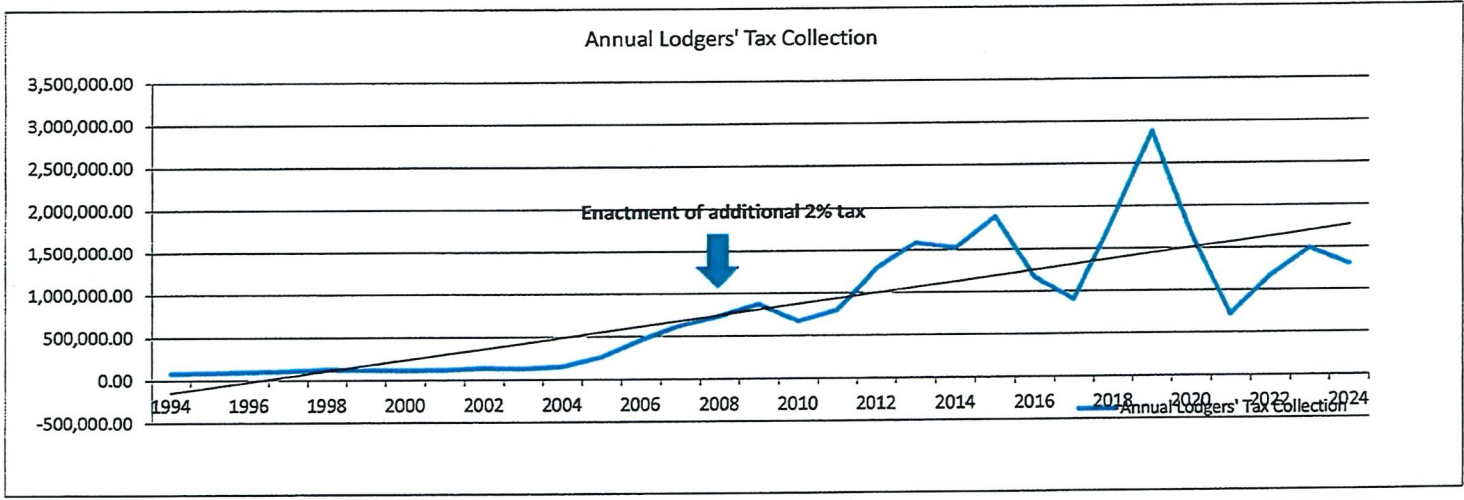


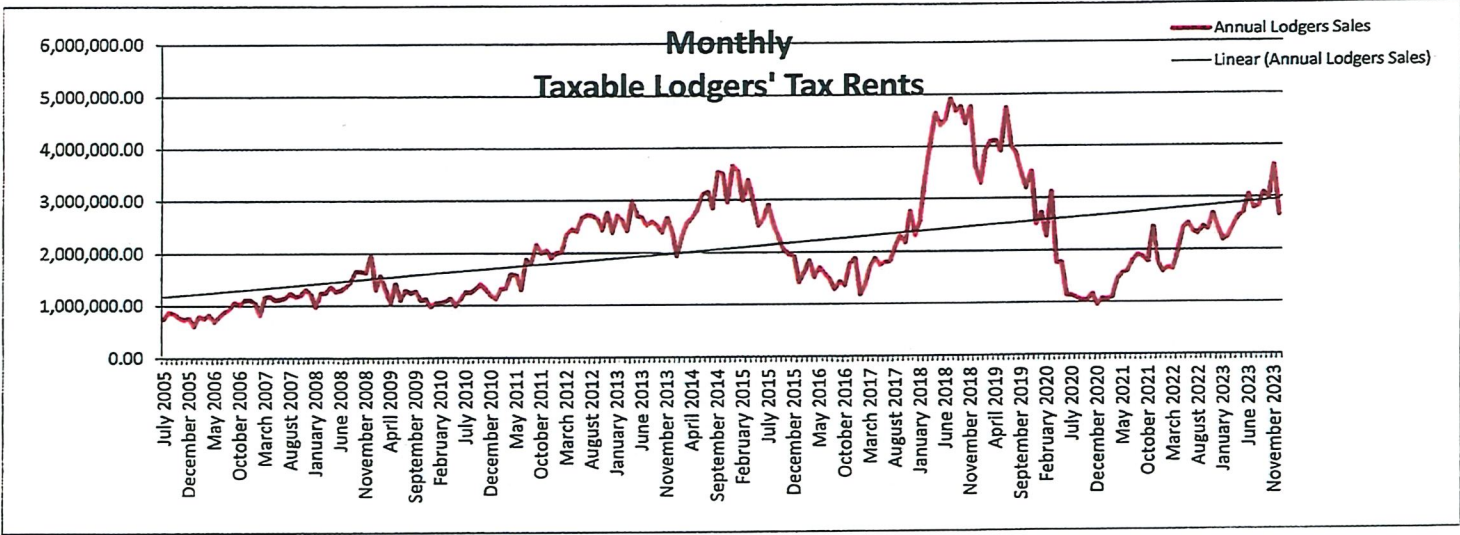
CITY OF HOBBS LODGERS' TAX REPORT

December 31, 2023

Month	Month	RECEIPTS			EXPENDITURES			NET CHANGE		Cash Balance
		Gross Taxable Revenue	239999- Lodgers' Tax	Other Income	Contract for Services	Advert & Promotion	TOTAL	For Month	YTD	
FY 2021			710,404.36							
<b>CASH BALANCE</b>		<b>1,184,148.04</b>								
July 2021		1,801,674.20	90,083.71	45.30			-	-	90,129.01	90,129.01
August 2021		1,915,939.00	95,796.95	45.20			25,355.08	25,355.08	70,487.07	160,616.08
September 2021		1,868,698.40	93,434.92	51.06			222,127.13	222,127.13	(128,641.15)	31,974.93
October 2021		1,780,151.80	89,007.59	38.65			51,709.00	51,709.00	37,337.24	69,312.17
November 2021		2,429,424.60	121,471.23	47.62			-	-	121,518.85	190,831.02
December 2021		1,744,665.80	87,233.29	96.08			305,240.26	305,240.26	(217,910.89)	(27,079.87)
<b>SUBTOTAL</b>		<b>11,540,553.80</b>	<b>577,027.69</b>	<b>323.91</b>			<b>0.00</b>	<b>604,431.47</b>	<b>604,431.47</b>	
January 2022		1,577,475.40	78,873.77	57.30			15,947.15	15,947.15	62,983.92	62,983.92
February 2022		1,654,709.20	82,735.46	55.26			0.00	0.00	82,790.72	82,790.72
March 2022		1,627,879.20	81,393.96	59.05			319,470.83	319,470.83	-238,017.82	-238,017.82
April 2022		1,977,060.60	98,853.03	90.76			20,000.00	20,000.00	78,943.79	78,943.79
May 2022		2,402,337.40	120,116.87	236.22					120,353.09	120,353.09
June 2022		2,498,604.00	124,930.20	515.49			302,631.99	302,631.99	-177,186.30	-177,186.30
<b>SUBTOTAL</b>		<b>11,738,065.80</b>	<b>586,903.29</b>	<b>1,014.08</b>			<b>0.00</b>	<b>658,049.97</b>	<b>658,049.97</b>	
<b>CASH BALANCE</b>		<b>1,086,935.57</b>	<b>1,163,930.98</b>					<b>1,262,481.44</b>		
July 2022		2,344,993.40	117,249.67	724.61			18,764.47	18,764.47	99,209.81	99,209.81
August 2022		2,301,976.00	115,098.80	1,312.73			87,372.03	87,372.03	29,039.50	128,249.31
September 2022		2,432,846.20	121,642.31	1,763.30			249,365.79	249,365.79	(125,960.18)	2,289.13
October 2022		2,381,193.20	119,059.66	1,928.75			-	-	120,988.41	123,277.54
November 2022		2,688,695.60	134,434.78	2,574.32			192,300.35	192,300.35	(55,291.25)	67,986.29
December 2022		2,419,647.60	120,982.38	3,328.48			316,325.61	316,325.61	(192,014.75)	(124,028.46)
<b>SUBTOTAL</b>		<b>14,569,352.00</b>	<b>728,467.60</b>	<b>11,632.19</b>			<b>0.00</b>	<b>864,128.25</b>	<b>864,128.25</b>	
January 2023		2,182,112.60	109,105.63	3,183.80			35,371.75	35,371.75	76,917.68	76,917.68
February 2023		2,242,822.80	112,141.14	3,788.90			53,799.13	53,799.13	62,130.91	62,130.91
March 2023		2,432,360.40	121,618.02	3,670.54			216,175.23	216,175.23	-90,886.67	-90,886.67
April 2023		2,628,350.20	131,417.51	3,871.88			72,615.52	72,615.52	62,673.87	62,673.87
May 2023		2,699,091.00	134,954.55	4,283.86			20,835.92	20,835.92	118,402.49	118,402.49
June 2023		3,048,922.00	152,446.10	4,975.72			286,912.69	286,912.69	-129,490.87	-129,490.87
<b>SUBTOTAL</b>		<b>15,233,659.00</b>	<b>761,682.95</b>	<b>23,774.70</b>			<b>0.00</b>	<b>685,710.24</b>	<b>685,710.24</b>	
<b>CASH BALANCE</b>		<b>1,062,654.52</b>	<b>1,490,150.55</b>					<b>1,549,838.49</b>		
July 2023		2,792,496.40	139,624.82	5,130.83			29,856.26	29,856.26	114,899.39	114,899.39
August 2023		2,827,934.60	141,396.73	5,783.05			153,485.80	153,485.80	(6,306.02)	108,593.37
September 2023		3,089,688.60	154,484.43	6,184.04			119,222.82	119,222.82	41,445.65	150,039.02
October 2023		2,965,511.60	148,275.58	6,185.97			59,931.87	59,931.87	94,529.68	244,568.70
November 2023		3,614,738.20	180,736.91	7,004.17			228,749.12	228,749.12	(41,008.04)	203,560.66
December 2023		2,655,891.00	132,794.55				115,573.30	115,573.30	17,221.25	220,781.91
<b>SUBTOTAL</b>		<b>17,946,260.40</b>	<b>897,313.02</b>	<b>30,288.06</b>			<b>0.00</b>	<b>706,819.17</b>	<b>706,819.17</b>	
January 2024		0.00					0.00	0.00	0.00	0.00
February 2024		0.00					0.00	0.00	0.00	0.00
March 2024		0.00					0.00	0.00	0.00	0.00
April 2024		0.00					0.00	0.00	0.00	0.00
May 2024		0.00					0.00	0.00	0.00	0.00
June 2024		0.00					0.00	0.00	0.00	0.00
<b>SUBTOTAL</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>CASH BALANCE</b>		<b>1,283,436.43</b>	<b>897,313.02</b>	<b>30,288.06</b>				<b>706,819.17</b>		

CITY OF HOBBS LODGERS' TAX PROGRAM					
12/31/2023					
	AWARD				ACTUAL
	PROJECT	DATE	AMOUNT	EXPENSE	GRANT
12/31/2023	CASH BALANCE				1,283,436.43
Proof of Cash:					
Beginning Cash Available for Profit, Non-Profit, and Public Entities (20%)					195,646.18
22402398	Tuff Hedeman Bull Riding	11-21-22	20,000.00	0.00	20,000.00
22402397	New Mexico Junior College - NJCAA 2023 Outdoor Natl Champlo	1-11-23	49,775.00	40,801.77	8,973.23
22402387	Hobbs Quarterback Club - Hobbs Varsity Home Games	4-12-23	9,500.00	9,280.00	220.00
22402388	Hobbs USSSA - Hobbs Superslam NIT	4-12-23	11,500.00	0.00	11,500.00
22402389	Hobbs USSSA - JB Memorial	4-12-23	12,500.00	0.00	12,500.00
22402390	Permian Basin USSSA - Bball Moms are the Best/Last Chance fo	4-12-23	44,160.00	32,662.12	11,497.88
22402386	Southwest Symphony - Americanal	4-12-23	1,280.00	0.00	1,280.00
22402393	Permian Basin USSSA - Hobbs Fall Turf Games	7-12-23	21,750.00	14,913.47	6,836.53
22402392	United Way of Lea County - Chili Festival	7-12-23	9,730.00	9,730.00	0.00
22402391	Hobbs Chamber of Commerce - 2023 Hobbs August Nites	7-12-23	6,739.30	6,739.30	0.00
22402379	Tuff Hedeman Bull Riding - 2024	10-16-2023	20,000.00	0.00	20,000.00
22402378	Cycle City Promotions - Kicker Monster Truck Show 2024	10-16-2023	25,000.00	25,000.00	0.00
22402374	Hobbs Hispano Chamber of Commerce - Mariachi Christmas	10-16-2023	22,750.00	0.00	22,750.00
22402382	Hobbs Airfield Speedway - Flashlight Cash Days	10-16-2023	3,145.00	3,143.50	1.50
22402375	Hobbs Chamber of Commerce - Hobbs Holiday Tournament	10-16-2023	25,000.00	0.00	25,000.00
22402376	Hobbs Chamber of Commerce - FeBREWARY Fest	10-16-2023	15,320.60	0.00	15,320.60
22402381	Permian Basin USSSA - See What You Got	10-16-2023	24,874.80	0.00	24,874.80
22402377	United Way of Lea County - MLK Day of Service	10-16-2023	7,675.00	0.00	7,675.00
TOTAL REMAINING ALLOCATION FOR PROFIT, NON-PROFIT AND PUBLIC EN			179,693.38		188,429.54
Add:	20% Monthly Tax Revenue (starting April 1st, 2013)				179,462.60
<b>Cash Available for Allocation</b>					<b>186,679.24</b>
Beginning Cash Available for Local Government (City and County) (40%)					490,583.34
20-27	CITY OF HOBBS - MARKETING/BRANDING CAMPAIGN	3/2/2020	250,000.00	42,507.15	207,492.85
23-12	City of Hobbs - Rockwind Golf Marketing	7-13-2022	64,650.00	38,735.00	25,915.00
22402396	Lea County Fair and Rodeo	7-12-2023	83,113.00	0.00	83,113.00
	City of Hobbs - CORE Marketing 2024	10-16-2023	99,650.00	0.00	99,650.00
TOTAL REMAINING ALLOCATION FOR LOCAL GOVERNMENT			497,413.00	81,242.15	416,170.85
Add:	40% Monthly Tax Revenue (starting April 1st, 2013)				358,925.21
<b>Cash Available for Allocation</b>					<b>433,337.70</b>
Beginning Cash Available for Fire, EMS, Sanitation (15%)					
TOTAL REMAINING ALLOCATION FOR CITY OF HOBBS POLICE AND FIRE			195,000.00	134,596.96	60,403.04
Add:	15% Monthly Tax Revenue (starting April 1st, 2013)				134,596.95
<b>Cash Available for Allocation</b>					<b>74,193.91</b>
Beginning Cash Available for Airline subsidy (25%)					376,425.00
24-01	EDC - MARKETING of Airline 2024	4-12-23	200,000.00	106,666.36	93,333.64
24-07	EDC - MRG Subsidy 2024	7-12-23	151,272.00	151,272.00	0.00
Add:	25% Monthly Tax Revenue (starting April 1st, 2013)				224,328.26
TOTAL REMAINING ALLOCATION FOR AIRLINE SUBSIDY					
<b>Cash Available for Allocation</b>					<b>600,753.26</b>
TOTAL EXPENDITURES			TOTAL ACTIVE EXPENDITURES		





New Mexico  
Junior College



**City of Hobbs**  
**Annual Funding Guidelines**  
**Lodgers' Tax Requests for Proposal (RFP)**  
**from 05/01/2022 - 06/30/2023**

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

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

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

For internal control purposes of lodgers' tax funds, the organization must provide valid proof of expenditures and contracts. Cash transactions by the organization (eg: cash currency payments to individuals) will not be considered valid. All invoices and contracts must be legible. The Finance Department may ask the organization to provide a W-9 for a vendor, cleared check, bank statement or other documentation to determine whether or not the transaction is valid for lodgers' tax. **Note: If cancellation of an event results in a refund of any deposit, this refund must be returned to the City of Hobbs Lodgers' Tax Fund.**

2. The organization requesting Lodgers' Tax funding shall designate a representative to serve in the capacity of spokesperson for that organization. The representative or designee must make all attempts to attend the Lodgers' Tax meeting or City Commission meeting as appropriate when requesting funding to answer questions.
3. All Requests for Proposal's (RFP's) for Lodgers' Tax **annual** funding must be received by **March 18th, 2022**. (This is to include all events to occur during the period indicated above for which your organization is requesting funding.)
4. A proposed budget must be submitted with the RFP for annual Lodgers' Tax funding explaining how fees and other revenues are to be used and include a detailed list of estimated expenses for any and all events on an annual basis.
5. Event Summaries from prior year funding will be required during the annual presentation process. Event summaries should include the number in attendance, the number of overnight stays and the actual revenue and expenditures. **Any unspent funding at the end of the funding cycle (05/01/2022-06/30/2023) will revert back to the City of Hobbs Lodgers' Tax Fund. Expenses will NOT be reimbursed after August 31, 2023.**
6. In addition to the above listed criteria, organizations requesting funding may be asked to provide the following information:
  - Proof of non-profit status and copy of last years IRS form 990
  - Proof of agency good standing with the NM Corporation Commission
  - Proof of Workers-Comp or Liability Insurance Coverage

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

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

D. W. Clark  
 Representative

New Mexico JC  
 Name of Organization

12/28/23  
 date

Received at City Hall: \_\_\_\_\_  
 (date and time)

**Request for Lodgers' Tax Assistance  
Contact Information**

<b>Organization</b>	New Mexico Junior College - Athletics
<b>Name of Contact</b>	Deron Clark (Director of Athletics) / Kayla Weaver (Asst. Director of Athletics)
<b>Address</b>	1 Thunderbird Cr.
<b>City, State Zip</b>	Hobbs, NM 88240
<b>Phone#/Fax#</b>	575.492.2740
<b>email</b>	dclark@nmjc.edu / kweaver@nmjc.edu

**Event Budget**

		Event 1	Event 2	Event 3	Event 4	Event 5	Total	
<b>Income</b>	Sponsorships	-					-	
	Sales	-					-	
	Donations	-					-	
	Prior Year Carryover						-	
	Other (please explain)						-	
	<b>Total Income</b>		-	-	-	-	-	-
<b>EXPENSE (NON- LODGERS' TAX</b>		Event 1	Event 2	Event 3	Event 4	Event 5	Total	
	Cost of Sales Items	-					-	<b>NON - LODGERS' TAX</b>
	Cost of Awards	-					-	
	Building/Booth Rent						-	
	Advertising						-	
	Printing & Mailing						-	
	Print Media						-	
	Electronic Media						-	
	Misc. apparel	10,000.00					10,000.00	
	Misc. officials						-	
NJCAA Guarantee	4,000.00					4,000.00		
<b>Total NON- LODGERS' Exp.</b>	<b>14,000.00</b>	-	-	-	-	-	<b>14,000.00</b>	

**Lodgers' Tax Budget Summary**

	Event 1	Event 2	Event 3	Event 4	Event 5	Total	
Printing	500.00	-	-	-	-	500.00	<b>LODGERS' TAX</b>
Print Media	-	-	-	-	-	-	
Electronic Media	-	-	-	-	-	-	
Other	10,000.00	-	-	-	-	10,000.00	
<b>TOTAL LODGERS' TAX REQ. SUMMARY</b>	<b>10,500.00</b>	-	-	-	-	<b>10,500.00</b>	

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

## Lodgers' Tax Budget - Event Number 1 Event Information

Name of Event	2024 NJCAA Men's Division I National Golf Championship		
Date	5/14-17/2024		
Location	Rockwind Public Golf Course - Hobbs, NM		
Description	24 Men's NJCAA Division I Golf teams will converge in Hobbs to compete for the 2024 National Championship		

Expected Attendance	250	# of Overnights	00 for 6 nights
Is this an annual event?	No	Is this a new event?	Yes

### PRINTING

	Cost	Quantity	Total		Cost	Quantity	Total
	Posters (save-the-date)				-	Flyers	
Programs	2.50	200	500.00	Tickets			-
SUBTOTAL			500.00	SUBTOTAL			-
Mailings			-	TOTAL PRINTING COSTS			500.00

### PRINT MEDIA

	Name	# of ads	Cost	Total
	Newspaper			
				-
SUBTOTAL			-	
Magazine/Other				-
				-
	SUBTOTAL			-
TOTAL PRINT MEDIA				-

### ELECTRONIC MEDIA

	Name	# of spots	Cost	Total
Radio				-
Television				-
Social Media				-
TOTAL ELECTR. MEDIA				-

### OTHER EXPENSE

	Name	# of item	Cost	Total
Professional Performance Fees				-
Sound and Lighting Costs				-
Sanction Fees				-
Promotional Items (eg: tshirts, rings, etc.)	Gifts for participants and volunteers	250	40.00	10,000.00
Other: (please list)				-
				-
				-
				-
				-
				-
				-
TOTAL OTHER EXPENSE				10,000.00

<b>TOTAL REQUEST FOR EVENT 1</b>	<b>10,500.00</b>
----------------------------------	------------------

Instructions: Please complete all areas of PINK that apply.



**Request for Lodgers' Tax Assistance  
Contact Information**

<b>Organization</b>	New Mexico Junior College - Athletics
<b>Name of Contact</b>	Deron Clark (Director of Athletics) / Kayla Weaver (Asst. Director of Athletics)
<b>Address</b>	1 Thunderbird Cr.
<b>City, State Zip</b>	Hobbs, NM 88240
<b>Phone#/Fax#</b>	575.492.2740
<b>email</b>	dclark@nmjc.edu / kweaver@nmjc.edu

**Event Budget**

		Event 1	Event 2	Event 3	Event 4	Event 5	Total
		<b>Income</b>	Sponsorships	-			
	Sales	-					-
	Donations	-					-
	Prior Year Carryover						-
	Other (please explain)						-
	<b>Total Income</b>	-	-	-	-	-	-

		Event 1	Event 2	Event 3	Event 4	Event 5	Total
		<b>EXPENSE (NON-LODGERS' TAX)</b>	Cost of Sales Items	-			
	Cost of Awards	-					-
	Building/Booth Rent						-
	Advertising						-
	Printing & Mailing						-
	Print Media						-
	Electronic Media						-
	Misc. apparel	10,000.00					10,000.00
	Misc. officials						-
	NJCAA Guarantee	4,000.00					4,000.00
	<b>Total NON- LODGERS' Exp.</b>	<b>14,000.00</b>	-	-	-	-	<b>14,000.00</b>

NON -  
LODGERS'  
TAX

**Lodgers' Tax Budget Summary**

	Event 1	Event 2	Event 3	Event 4	Event 5	Total
Printing	500.00	-	-	-	-	500.00
Print Media	-	-	-	-	-	-
Electronic Media	-	-	-	-	-	-
Other	10,000.00	-	-	-	-	10,000.00
<b>TOTAL LODGERS' TAX REQ. SUMMARY</b>	<b>10,500.00</b>	-	-	-	-	<b>10,500.00</b>

LODGERS'  
TAX

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

# Lodgers' Tax Budget - Event Number 1

## Event Information

Name of Event	2024 NJCAA Men's Division I National Golf Championship		
Date	5/14-17/2024		
Location	Rockwind Public Golf Course - Hobbs, NM		
Description	24 Men's NJCAA Division I Golf teams will convey in Hobbs to compete for the 2024 National Championship		

Expected Attendance	250	# of Overnighters	00 for 6 nights
Is this an annual event?	No	Is this a new event?	Yes

PRINTING							
Posters (save-the-date)	Cost	Quantity	Total	Flyers	Cost	Quantity	Total
	Programs	2.50	200		500.00	Tickets	
SUBTOTAL			500.00	SUBTOTAL			-
Mailings		Cost	Quantity	Total	TOTAL PRINTING COSTS		
				-	500.00		

PRINT MEDIA				
Newspaper	Name	# of ads	Cost	Total
SUBTOTAL				-
Magazine/Other	Name	# of ads	Cost	Total
				-
SUBTOTAL				-
TOTAL PRINT MEDIA				-

ELECTRONIC MEDIA				
Radio	Name	# of spots	Cost	Total
Television	Name	# of spots	Cost	Total
				-
Social Media	Name	# of spots	Cost	Total
				-
TOTAL ELECTR. MEDIA				-

OTHER EXPENSE				
Professional Performance Fees	Name	# of item	Cost	Total
	Sound and Lighting Costs			
Sanction Fees				-
Promotional Items (eg: tshirts, rings, etc.)	Gifts for participants and volunteers	250	40.00	10,000.00
Other: (please list)				-
				-
				-
				-
				-
				-
TOTAL OTHER EXPENSE				10,000.00

<b>TOTAL REQUEST FOR EVENT 1</b>	<b>10,500.00</b>
----------------------------------	------------------

Instructions: Please complete all areas of PINK that apply.

# Hobbs Airfield Speedway



**City of Hobbs  
Annual Funding Guidelines  
Lodgers' Tax Requests for Proposal (RFP)  
from 05/01/2022 - 06/30/2023**

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

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

For internal control purposes of lodgers' tax funds, the organization must provide valid proof of expenditures and contracts. Cash transactions by the organization (eg: cash currency payments to individuals) will not be considered valid. All invoices and contracts must be legible. The Finance Department may ask the organization to provide a W-9 for a vendor, cleared check, bank statement or other documentation to determine whether or not the transaction is valid for lodgers' tax. **Note: If cancellation of an event results in a refund of any deposit, this refund must be returned to the City of Hobbs Lodgers' Tax Fund.**

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5. Event Summaries from prior year funding will be required during the annual presentation process. Event summaries should include the number in attendance, the number of overnight stays and the actual revenue and expenditures. **Any unspent funding at the end of the funding cycle (05/01/2022-06/30/2023) will revert back to the City of Hobbs Lodgers' Tax Fund. Expenses will NOT be reimbursed after August 31, 2023.**
6. In addition to the above listed criteria, organizations requesting funding may be asked to provide the following information:
  - Proof of non-profit status and copy of last years IRS form 990
  - Proof of agency good standing with the NM Corporation Commission
  - Proof of Workers-Comp or Liability Insurance Coverage

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

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

Jamal Anwar  
Representative

Hobbs Airfield Speedway  
Name of Organization

12-27-23  
date

## Lodgers' Tax Budget - Event Number 1

### Event Information

Name of Event Flashlight Cash Days with Limpy  
 Date March 9th 2024  
 Location Hobbs, NM  
 Description Flashlight stroll - Daily Driver, Tru street, Small Time, Tailgate and RWYB classes

Expected Attendance	700	# of Overnights	150
Is this an annual event?	Yes	Is this a new event?	

#### PRINTING

	Posters (save-the-date)			Flyers Tickets	Programs		
	Cost	Quantity	Total		Cost	Quantity	Total
			-			0.00	
			-			-	
	SUBTOTAL				SUBTOTAL		
			-			-	
	SUBTOTAL				SUBTOTAL		
			-			-	
	SUBTOTAL				TOTAL PRINTING COSTS		
			-			-	

#### PRINT MEDIA

	Newspaper		Cost	Total
	Name	# of ads		
				-
				-
	SUBTOTAL			-
				-
	Magazine/Other		Cost	Total
	Name	# of ads		
				-
				-
	SUBTOTAL			-
				-
TOTAL PRINT MEDIA				-

#### ELECTRONIC MEDIA

	Radio		Cost	Total
	Name	# of spots		
	W105	1	643	643 -00
				-
				-
				-
				-
				-
TOTAL ELECTR. MEDIA				643-

#### OTHER EXPENSE

	Professional Performance Fees		Cost	Total
	Name	# of item		
	Chris Collins (Limpy)	1	2500	2500 -00
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
TOTAL OTHER EXPENSE				2500 -00

**TOTAL REQUEST FOR EVENT 1** 3,143-00

Instructions: Please complete all areas of PINK that apply.

## Lodgers' Tax Budget - Event Number 2 Event Information

Name of Event: Summer Banger with BJ DA FLAGMAN  
 Date: May 10, 11 2024  
 Location: Hobbs, NM  
 Description: Flash light start - Daily Driver, Tru street, small Time Tailgate, RWYB and JV. Dragsters.

Expected Attendance: 800      # of Overnighters: 200  
 Is this an annual event?      Is this a new event? YES

### PRINTING

	Posters (save-the-date)			Flyers Tickets	Programs		
	Cost	Quantity	Total		Cost	Quantity	Total
			-			0.00	
			-			-	
	SUBTOTAL				SUBTOTAL		
			-			-	
	Mailings			TOTAL PRINTING COSTS			
			-			-	

### PRINT MEDIA

	Newspaper		Cost	Total
	Name	# of ads		
				-
				-
	SUBTOTAL			-
	Magazine/Other		Cost	Total
	Name	# of ads		
				-
				-
	SUBTOTAL			-
			TOTAL PRINT MEDIA	-

### ELECTRONIC MEDIA

	Name	# of spots	Cost	Total
Radio	W 105	1	643	643 -00
Television				-
Social Media				-
			TOTAL ELECTR. MEDIA	643 -00

### OTHER EXPENSE

	Name	# of item	Cost	Total
Professional Performance Fees	BJ Da Flayman	1	2500	2500-00
Sound and Lighting Costs				-
Sanction Fees				-
Promotional Items (eg: tshirts, rings, etc.)				-
Other: (please list)				-
			TOTAL OTHER EXPENSE	2500 -00

## TOTAL REQUEST FOR EVENT 2

3143 -00

Instructions: Please complete all areas of PINK that apply.

United Way  
of  
Lea County



**City of Hobbs**  
**Annual Funding Guidelines**  
**Lodgers' Tax Requests for Proposal (RFP)**  
**from 05/01/2022 - 06/30/2023**

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Sanction Fees	

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

Becca Titus  
 Representative

United Way of Lea County  
 Name of Organization

27-Dec  
 date



**Request for Lodgers' Tax Assistance  
Contact Information**

<b>Organization</b>	United Way of Lea County
<b>Name of Contact</b>	Becca Titus
<b>Address</b>	320 N Shipp
<b>City, State Zip</b>	Hobbs, NM 88240
<b>Phone#/Fax#</b>	575-397-2203
<b>email</b>	director@uwolc.org

**Event Budget**

		Event 1	Event 2	Event 3	Event 4	Event 5	Total
		<b>Income</b>	<b>Sponsorships</b>	10,000.00			
	<b>Sales</b>	-					-
	<b>Donations</b>	20,000.00					20,000.00
	<b>Prior Year Carryover</b>						-
	<b>Other (please explain)</b>						-
	<b>Total Income</b>	30,000.00	-	-	-	-	30,000.00

		Event 1	Event 2	Event 3	Event 4	Event 5	Total
		<b>EXPENSE (NON-LODGERS' TAX)</b>	<b>Cost of Sales Items</b>				
	<b>Cost of Awards</b>						-
	<b>Building/Booth Rent</b>						-
	<b>Advertising</b>						-
	<b>Printing &amp; Mailing</b>						-
	<b>Print Media</b>						-
	<b>Electronic Media</b>	5,000.00					5,000.00
	<b>Misc. (Please explain)</b>						-
	<b>Total NON- LODGERS' Exp.</b>	5,000.00	-	-	-	-	5,000.00

NON -  
LODGERS'  
TAX

**Lodgers' Tax Budget Summary**

	Event 1	Event 2	Event 3	Event 4	Event 5	Total
<b>Printing</b>	575.00	-	-	-	-	575.00
<b>Print Media</b>	1,050.00	-	-	-	-	1,050.00
<b>Electronic Media</b>	2,700.00	-	-	-	-	2,700.00
<b>Other</b>	3,900.00	-	-	-	-	3,900.00
<b>TOTAL LODGERS' TAX REQ. SUMMARY</b>	8,225.00	-	-	-	-	8,225.00

LODGERS'  
TAX

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

# Lodgers' Tax Budget - Event Number 1

## Event Information

Name of Event	Reading Under the Lights		
Date	04/26/2024		
Location	Watson Stadium - Hobbs High School		
Description	Reading Under the Lights is a county wide initiative aimed at bringing parents, students, and schools to promote learning. Last year's guest speaker was former NFL Player, Malcom Mitchell. Last year's event had over 600 individuals and over 4 different school districts.		

Expected Attendance	800	# of Overnigheters	200	
Is this an annual event?	Yes	Is this a new event?	No	

### PRINTING

				Flyers Tickets			
	Cost	Quantity	Total		Cost	Quantity	Total
Posters (save-the-date) Programs	2.50	100	250.00		0.65	500	325.00
			-				-
	SUBTOTAL		250.00		SUBTOTAL		325.00
Mailings			-		TOTAL PRINTING COSTS		575.00

### PRINT MEDIA

			Cost	Total
	Name	# of ads		
Newspaper	5x7 Advertisement (Hobbs NewsSun)	3	350.00	1,050.00
				-
	SUBTOTAL			1,050.00
Magazine/Other				-
				-
	SUBTOTAL			-
			TOTAL PRINT MEDIA	1,050.00

### ELECTRONIC MEDIA

			Cost	Total
	Name	# of spots		
Radio	MTD Radio	45	10.00	450.00
	Noalmark	50	13.00	650.00
Television	KLMA Live Broadcast (2 Hours)	1	1,300.00	1,300.00
Social Media				-
	Sponsored Ads (Monthly)	2	150.00	300.00
				-
			TOTAL ELECTR. MEDIA	2,700.00

### OTHER EXPENSE

			Cost	Total
	Name	# of item		
Professional Performance Fees				-
Sound and Lighting Costs				-
Sanction Fees				-
Promotional Items (eg: tshirts, rings, etc.)	T-Shirts	150	13.50	2,025.00
	Logo Stickers	500	0.75	375.00
Other: (please list)	Promotional Video (A/V Gomez Pro)	1	1,500.00	1,500.00
				-
				-
				-
				-
				-
			TOTAL OTHER EXPENSE	3,900.00

**TOTAL REQUEST FOR EVENT 1**

**8,225.00**

Instructions: Please complete all areas of PINK that apply.

# Permian Basin USSA



**City of Hobbs**  
**Annual Funding Guidelines**  
**Lodgers' Tax Requests for Proposal (RFP)**  
**from 05/01/2022 - 06/30/2023**

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

Tommy E Hawkins  
 Representative

Permian Basin USSSA  
 Name of Organization

Dec. 28, 2023  
 date

Received at City Hall:  
 (date and time)

**Request for Lodgers' Tax Assistance  
Contact Information**

<b>Organization</b>	<b>PERMIAN BASIN USSSA</b>
<b>Name of Contact</b>	<b>Tommy E Hawkins</b>
<b>Address</b>	<b>4487 Hackberry CT.</b>
<b>City, State Zip</b>	<b>Midland, TX 79707</b>
<b>Phone#/Fax#</b>	<b>office 432-520-9100/cell 432-557-3229</b>
<b>email</b>	

**Event Budget**

		Event 1	Event 2	Event 3	Event 4	Event 5	Total
<b>Income</b>	Sponsorships						-
	Sales	\$56,250.00	\$56,250				112,500.00
	Donations						-
	Prior Year Carryover						-
	Other (please explain)						-
	<b>Total Income</b>	<b>56,250.00</b>	<b>56,250.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>112,500.00</b>

		Event 1	Event 2	Event 3	Event 4	Event 5	Total	
<b>EXPENSE (NON- LODGERS' TAX</b>	Cost of Sales Items						-	
	Cost of Awards						-	
	Building/Booth Rent						-	
	Advertising						-	
	Printing & Mailing						-	
	Print Media						-	
	Electronic Media						-	
	Misc. (Please explain)	Umpires,UIC, STAFF	\$42,250	\$42,250				84,500.00
		Umpires Rooms & Food	\$7,200	\$7,200				14,400.00
		Baseball Staff	\$4,000	\$4,000				8,000.00
<b>Total NON- LODGERS' Exp.</b>		<b>53,450.00</b>	<b>53,450.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>106,900.00</b>	

**NON -  
LODGERS'  
TAX**

**Lodgers' Tax Budget Summary**

	Event 1	Event 2	Event 3	Event 4	Event 5	Total
Printing	-	-	-	-	-	-
Print Media	600.00	600.00	-	-	-	1,200.00
Electronic Media	150.00	150.00	-	-	-	300.00
Other	24,214.80	24,214.80	-	-	-	48,429.60
<b>TOTAL LODGERS' TAX REQ. SUMMARY</b>	<b>24,964.80</b>	<b>24,964.80</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>49,929.60</b>

**LODGERS'  
TAX**

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

## Lodgers' Tax Budget - Event Number 1 Event Information

Name of Event: **KING OF THE TURF**  
 Date: **MARCH 9/10, 2024**  
 Location: **Veterans Memorial PARK/ ZIA 12 FIELDS**  
 Description: **USSSA BASEBALL TOURNAMENTS FOR 7U THRU 14U TRAVEL/SELECT TEAMS**

Expected Attendance	<b>5700</b>	# of Overnighters	<b>1000 RN</b>	
Is this an annual event?	<b>YES</b>	Is this a new event?		

PRINTING								
	Cost	Quantity	Total	Flyers Tickets	Cost	Quantity	Total	
							Posters (save-the-date)	
Programs			-				-	
	SUBTOTAL				SUBTOTAL			-
	Cost	Quantity	Total		TOTAL PRINTING COSTS			-
Mailings			-					-

PRINT MEDIA					
	Name		# of ads	Cost	Total
	Newspaper	Hobbs News Sun		6	100.00
	SUBTOTAL				600.00
	Name		# of ads	Cost	Total
	Magazine/Other				-
	SUBTOTAL				-
				TOTAL PRINT MEDIA	600.00

ELECTRONIC MEDIA					
	Name		# of spots	Cost	Total
	Radio				
Television					-
Social Media	FACEBOOK BOOST		1	150.00	150.00
	SUBTOTAL				-
				TOTAL ELECTR. MEDIA	150.00

OTHER EXPENSE					
	Name		# of item	Cost	Total
	Professional Performance Fees				
Sound and Lighting Costs					-
Sanction Fees	National and State Sanction Fees		1	\$7,500	7,500.00
Promotional Items (eg: tshirts, rings, etc.)	Hobbs CVB Rings		384	\$15.95	6,124.80
	Hobbs CVB Baseballs		1080	\$3.75	4,050.00
Other: (please list)	Awards Banners		56	\$30.00	1,680.00
	MVP and Game Medals		900	\$3.95	3,555.00
	Coaches Hobbs CVB Gifts		145	\$9.00	1,305.00
					-
					-
					-
				TOTAL OTHER EXPENSE	24,214.80

<b>TOTAL REQUEST FOR EVENT 1</b>	<b>24,964.80</b>
----------------------------------	------------------

Instructions: Please complete all areas of PINK that apply.

## Lodgers' Tax Budget - Event Number 2 Event Information

Name of Event	BASEBALL MOMS ARE THE BEST
Date	MAY 11/12, 2024
Location	Veterans Memorial Park
Description	USSSA Baseball Tournament for 7U thru 14U Travel/Select Teams

Expected Attendance	5700	# of Overnigheters	1000RN	
Is this an annual event?		Is this a new event?		

PRINTING								
	Cost	Quantity	Total	Flyers Tickets	Cost	Quantity	Total	
							Posters (save-the-date)	
Programs			-				-	
SUBTOTAL			-	SUBTOTAL			-	
	Cost	Quantity	Total					
Mailings			-	TOTAL PRINTING COSTS				-

PRINT MEDIA				
	Name	# of ads	Cost	Total
				Newspaper
SUBTOTAL				600.00
	Name	# of ads	Cost	Total
Magazine/Other				-
SUBTOTAL				-
TOTAL PRINT MEDIA				600.00

ELECTRONIC MEDIA				
	Name	# of spots	Cost	Total
				Radio
Television				-
Social Media	Facebook Boost	1	\$150	150.00
SUBTOTAL				-
TOTAL ELECTR. MEDIA				150.00

OTHER EXPENSE				
	Name	# of item	Cost	Total
Professional Performance Fees				-
Sound and Lighting Costs				-
Sanction Fees	National and State Sanction fees	1	\$7,500	7,500.00
Promotional Items (eg: tshirts, rings, etc.)	Hobbs CVB Rings	384	\$15.95	6,124.80
	Hobbs CVB Baseballs	1080	\$3.75	4,050.00
Other: (please list)	Awards Banners Championship	56	\$30.00	1,680.00
	MVP and Game Medals	900	\$3.95	3,555.00
	Coaches Hobbs CVB Gifts	145	\$9.00	1,305.00
SUBTOTAL				-
TOTAL OTHER EXPENSE				24,214.80

<b>TOTAL REQUEST FOR EVENT 2</b>	<b>24,964.80</b>
----------------------------------	------------------

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Hobbs  
USSSA





**City of Hobbs**  
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**I have read and fully understand the above guidelines for the Lodgers' Tax Funding.**

Julie Rodriguez  
 Representative

Hobbs USSSA  
 Name of Organization

12/29/2023  
 date

## Request for Lodgers' Tax Assistance

### Contact Information

Organization	Hobbs USSSA
Name of Contact	Julie Rodriguez
Address	P.O. Box 5425
City, State Zip	Hobbs ,NM 88240
Phone#/Fax#	575-602-1717 fax 575-433-1626
email	julie.rodriguez@ussa.com

### Event Budget

		Event 1	Event 2	Event 3	Event 4	Event 5	Total
<b>Income</b>	Sponsorships						-
	Sales	13,000.00	30,000.00	30,000.00	13,000.00		86,000.00
	Donations						-
	Prior Year Carryover						-
	Other (please explain)						-
	<b>Total Income</b>		<b>13,000.00</b>	<b>30,000.00</b>	<b>30,000.00</b>	<b>13,000.00</b>	<b>-</b>

		Event 1	Event 2	Event 3	Event 4	Event 5	Total
<b>EXPENSE (NON- LODGERS' TAX</b>	Cost of Sales Items						-
	Cost of Awards	1,000.00	4,000.00	4,000.00	1,000.00		10,000.00
	Building/Booth Rent						-
	Advertising						-
	Printing & Mailing						-
	Print Media						-
	Electronic Media						-
	Umpires ,UIC and Staff	6,390.00	10,000.00	10,000.00	6,390.00		32,780.00
	Misc. (Please explain) Umpires and Staff Lodging and food	3,000.00	6,500.00	6,500.00	3,000.00		19,000.00
	Sanction Fees	2,500.00	9,000.00	9,000.00	2,500.00		23,000.00
<b>Total NON- LODGERS' Exp.</b>	<b>12,890.00</b>	<b>29,500.00</b>	<b>29,500.00</b>	<b>12,890.00</b>	<b>-</b>	<b>84,780.00</b>	

NON -  
LODGERS'  
TAX

### Lodgers' Tax Budget Summary

	Event 1	Event 2	Event 3	Event 4	Event 5	Total
Printing	-	-	-	-	-	-
Print Media	-	-	-	-	-	-
Electronic Media	-	-	-	-	-	-
Other	3,000.00	9,000.00	9,000.00	2,500.00	-	23,500.00
<b>TOTAL LODGERS' TAX REQ. SUMMARY</b>	<b>3,000.00</b>	<b>9,000.00</b>	<b>9,000.00</b>	<b>2,500.00</b>	<b>-</b>	<b>23,500.00</b>

LODGERS'  
TAX

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

## Lodgers' Tax Budget - Event Number 1 Event Information

Name of Event	Blind as a Bat
Date	March 16-17
Location	Ziaplex
Description	USSSA Slowpitch Tournament Qualifier

Expected Attendance	1500	# of Overnights	500	
Is this an annual event?	yes	Is this a new event?	no	

PRINTING								
	Cost	Quantity	Total		Cost	Quantity	Total	
								Posters (save-the-date)
Programs			-	Tickets			-	
SUBTOTAL			-	SUBTOTAL			-	
	Cost	Quantity	Total					
Mailings			-	TOTAL PRINTING COSTS				-

PRINT MEDIA				
	Name	# of ads	Cost	Total
Newspaper				-
				-
	SUBTOTAL			
Magazine/Other				-
				-
	SUBTOTAL			
TOTAL PRINT MEDIA				-

ELECTRONIC MEDIA				
	Name	# of spots	Cost	Total
Radio				-
Television				-
Social Media				-
				-
				-
TOTAL ELECTR. MEDIA				-

OTHER EXPENSE				
	Name	# of item	Cost	Total
Professional Performance Fees				-
Sound and Lighting Costs				-
Sanction Fees	USSSA Sanction Fees	1	3,000.00	3,000.00
Promotional Items (eg: tshirts, rings, etc.)	USSSA Rings			-
Other: (please list)				-
				-
				-
				-
				-
TOTAL OTHER EXPENSE				3,000.00

<b>TOTAL REQUEST FOR EVENT 1</b>	<b>3,000.00</b>
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Instructions: Please complete all areas of PINK that apply.

## Lodgers' Tax Budget - Event Number 2 Event Information

Name of Event	Hobbs SuperSlam NIT		
Date	April 26-28		
Location	Ziaplex & JV Baseball Field		
Description	USSSA National Invitational Slowpitch Tournament		

Expected Attendance	2000	# of Overnighters	1500	
Is this an annual event?	yes	Is this a new event?	no	

### PRINTING

	Cost	Quantity	Total		Cost	Quantity	Total
	Posters (save-the-date)				-	Flyers	
Programs			-	Tickets			-
	SUBTOTAL				SUBTOTAL		
			-				
Mailings			-		TOTAL PRINTING COSTS		
					-		

### PRINT MEDIA

	Name	# of ads	Cost	Total
	Newspaper			
				-
SUBTOTAL			-	
Magazine/Other				-
				-
	SUBTOTAL			-
			TOTAL PRINT MEDIA	-

### ELECTRONIC MEDIA

	Name	# of spots	Cost	Total
Radio				-
Television				-
Social Media				-
			TOTAL ELECTR. MEDIA	-

### OTHER EXPENSE

	Name	# of item	Cost	Total
Professional Performance Fees	test			-
Sound and Lighting Costs				-
Sanction Fees	USSSA NIT and Sanction Fee	1	9,000.00	9,000.00
Promotional Items (eg: tshirts, rings, etc.)	USSSA Rings			-
Other: (please list)				-
				-
				-
				-
				-
				-
				-
			TOTAL OTHER EXPENSE	9,000.00

**TOTAL REQUEST FOR EVENT 2**

**9,000.00**

Instructions: Please complete all areas of PINK that apply.

## Lodgers' Tax Budget - Event Number 3 Event Information

Name of Event	Jewelz on the Turf NIT MVP Event		
Date	May 24-26		
Location	Veterans Memorial Complex/Ziaplex		
Description	USSSA Girls Fastpitch National invitational Tournament .This event is alsoan MVP event which awards girls MVP that qualify them for the All State event held in August .		

Expected Attendance	2000	# of Overnighters	1500	
Is this an annual event?	yes	Is this a new event?	no	

### PRINTING

				Flyers Tickets			
	Cost	Quantity	Total		Cost	Quantity	Total
Posters (save-the-date)			-				0.00
Programs			-				-
			-				-
			-				-
	SUBTOTAL				SUBTOTAL		
			-				-
Mailings			-		TOTAL PRINTING COSTS		
			-				-

### PRINT MEDIA

			Cost	Total
	Name	# of ads		
Newspaper				-
				-
	SUBTOTAL			-
Magazine/Other				-
				-
	SUBTOTAL			-
			TOTAL PRINT MEDIA	-

### ELECTRONIC MEDIA

			Cost	Total
	Name	# of spots		
Radio				-
Television				-
Social Media				-
				-
				-
			TOTAL ELECTR. MEDIA	-

### OTHER EXPENSE

			Cost	Total
	Name	# of item		
Professional Performance Fees	test			-
Sound and Lighting Costs				-
Sanction Fees	USSSA NIT Sanction Fee	1	9,000.00	9,000.00
Promotional Items (eg: tshirts, rings, etc.)	USSSA Rings			-
	USSA Metals			-
Other: (please list)				-
				-
				-
				-
				-
				-
			TOTAL OTHER EXPENSE	9,000.00

**TOTAL REQUEST FOR EVENT 3**

**9,000.00**

Instructions: Please complete all areas of PINK that apply.

## Lodgers' Tax Budget - Event Number 4 Event Information

Name of Event	JB Memorial 1 Pitch		
Date	May 27		
Location	Ziaplex		
Description	USSSA Slowpitch Qualifier		

Expected Attendance	1000	# of Overnighters	250	
Is this an annual event?	yes	Is this a new event?	no	

### PRINTING

	Cost	Quantity	Total		Cost	Quantity	Total
	Posters (save-the-date)				-	Flyers Tickets	
Programs			-				-
SUBTOTAL			-	SUBTOTAL			-
	Cost	Quantity	Total		TOTAL PRINTING COSTS		
Mailings			-				-

### PRINT MEDIA

	Name	# of ads	Cost	Total
	Newspaper			
				-
SUBTOTAL			-	
Magazine/Other				-
				-
	SUBTOTAL			-
TOTAL PRINT MEDIA				-

### ELECTRONIC MEDIA

	Name	# of spots	Cost	Total
Radio				-
Television				-
Social Media				-
TOTAL ELECTR. MEDIA				-

### OTHER EXPENSE

	Name	# of item	Cost	Total
Professional Performance Fees	test			-
Sound and Lighting Costs				-
Sanction Fees	USSSA Sanction Fees	1	2,500.00	2,500.00
Promotional Items (eg: tshirts, rings, etc.)				-
Other: (please list)				-
				-
				-
				-
				-
				-
				-
TOTAL OTHER EXPENSE				2,500.00

**TOTAL REQUEST FOR EVENT 4**

**2,500.00**

Instructions: Please complete all areas of PINK that apply.

# City of Hobbs



**City of Hobbs  
Annual Funding Guidelines  
Lodgers' Tax Requests for Proposal (RFP)  
from 05/01/2022 - 06/30/2023**

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

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

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

For internal control purposes of lodgers' tax funds, the organization must provide valid proof of expenditures and contracts. Cash transactions by the organization (eg: cash currency payments to individuals) will not be considered valid. All invoices and contracts must be legible. The Finance Department may ask the organization to provide a W-9 for a vendor, cleared check, bank statement or other documentation to determine whether or not the transaction is valid for lodgers' tax. **Note: If cancellation of an event results in a refund of any deposit, this refund must be returned to the City of Hobbs Lodgers' Tax Fund.**

2. The organization requesting Lodgers' Tax funding shall designate a representative to serve in the capacity of spokesperson for that organization. The representative or designee must make all attempts to attend the Lodgers' Tax meeting or City Commission meeting as appropriate when requesting funding to answer questions.
3. All Requests for Proposal's (RFP's) for Lodgers' Tax annual funding must be received by **March 18th, 2022**. (This is to include all events to occur during the period indicated above for which your organization is requesting funding.)
4. A proposed budget must be submitted with the RFP for annual Lodgers' Tax funding explaining how fees and other revenues are to be used and include a detailed list of estimated expenses for any and all events on an annual basis.
5. Event Summaries from prior year funding will be required during the annual presentation process. Event summaries should include the number in attendance, the number of overnight stays and the actual revenue and expenditures. **Any unspent funding at the end of the funding cycle (05/01/2022-06/30/2023) will revert back to the City of Hobbs Lodgers' Tax Fund. Expenses will NOT be reimbursed after August 31, 2023.**
6. In addition to the above listed criteria, organizations requesting funding may be asked to provide the following information:

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

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

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

Doug McDaniel  
Representative

City of Hobbs - Recreation  
Name of Organization

12/29/2023  
date

Received at City Hall:  
(date and time)



**Request for Lodgers' Tax Assistance  
Contact Information**

Organization	City of Hobbs
Name of Contact	Paula Drake
Address	300 E. Broadway
City, State Zip	Hobbs, NM 88240
Phone#/Fax#	575-391-6912
email	pdrake@hobbsnm.org

**Event Budget**

		Event 1	Event 2	Event 3	Event 4	Event 5	Total
Income	Sponsorships	13,640.00					13,640.00
	Sales	16,433.00					16,433.00
	Donations						-
	Prior Year Carryover						-
	Other (please explain)						-
	<b>Total Income</b>		<b>30,073.00</b>	-	-	-	-

		Event 1	Event 2	Event 3	Event 4	Event 5	Total
EXPENSE (NON- LODGERS' TAX	Facility Costs	1,975.00					1,975.00
	Cost of Awards	6,824.00					6,824.00
	Gus Macker Contract	10,000.00					10,000.00
	Referees/Scorekeepers	8,525.00					8,525.00
	Volunteer Food	843.00					843.00
	Electronic Media						-
	Misc. _____ (Please explain) _____						-
							-
<b>Total NON- LODGERS' Exp.</b>		<b>28,167.00</b>	-	-	-	-	<b>28,167.00</b>

NON -  
LODGERS'  
TAX

**Lodgers' Tax Budget Summary**

	Event 1	Event 2	Event 3	Event 4	Event 5	Total
Printing	90.00	-	-	-	-	90.00
Print Media	5,620.00	-	-	-	-	5,620.00
Electronic Media	2,520.00	-	-	-	-	2,520.00
Other	8,988.00	-	-	-	-	8,988.00
<b>TOTAL LODGERS' TAX REQ. SUMMARY</b>	<b>17,218.00</b>	-	-	-	-	<b>17,218.00</b>

LODGERS'  
TAX

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

## Lodgers' Tax Budget - Event Number 1

### Event Information

Name of Event	Hobbs Downtown Slam and Jam - Gus Macker		
Date	April 20 & 21, 2024		
Location	300 E Broadway, Hobbs NM 88240		
Description	A 2-day event for the whole family featuring 3on3 basketball, local talents and food truck. In 2023, we had 807 players, 63% of teams were from out-of-town. This year's even will be in honor of Milke Clampitt. We aim to have 860 participants for the 2024 event.		

Expected Attendance	8,800	# of Overnights	500
Is this an annual event?	yes	Is this a new event?	no

#### PRINTING

	Cost	Quantity	Total		Cost	Quantity	Total	
	Posters (save-the-date)	3.00	30		90.00	Flyers		
Programs			-	Tickets			-	
	SUBTOTAL				SUBTOTAL			
			90.00				-	
	Cost	Quantity	Total					
Mailings			-	TOTAL PRINTING COSTS				90.00

#### PRINT MEDIA

	Name	# of ads	Cost	Total
Newspaper	Surrounding Cities	5	320.00	1,600.00
	Hobbs News Sun	12	335.00	4,020.00
	SUBTOTAL			5,620.00
Magazine/Other				-
				-
	SUBTOTAL			-
TOTAL PRINT MEDIA				5,620.00

#### ELECTRONIC MEDIA

	Name	# of spots	Cost	Total
Radio	Local & surrounding cities (KWMW / KTUM)	126	\$20.00	2,520.00
Television				-
Social Media				-
TOTAL ELECTR. MEDIA				2,520.00

#### OTHER EXPENSE

	Name	# of item	Cost	Total
Professional Performance Fees				-
Sound and Lighting Costs				-
Sanction Fees				-
Promotional Items (eg: tshirts, rings, etc.)	Players Shirt (with sponsors logos)	860	\$5.30	4,558.00
	Staff Shirts (with sponsors logos)	100	\$7.10	710.00
Other: (please list)	West Management	2	\$300.00	600.00
	Port-o-lets	24	\$130.00	3,120.00
				-
				-
				-
TOTAL OTHER EXPENSE				8,988.00

**TOTAL REQUEST FOR EVENT 1**

**17,218.00**

Instructions: Please complete all areas of PINK that apply.