

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

April 15, 2024



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

Monday, April 15, 2024 - 6:00 p.m.

Sam D. Cobb, Mayor

R. Finn Smith
Commissioner – District 1

Christopher R. Mills
Commissioner – District 2

Larron B. Fields
Commissioner – District 3

Joseph D. Calderón
Commissioner – District 4

Dwayne Penick
Commissioner – District 5

Don R. Gerth
Commissioner – District 6

A G E N D A

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

CALL TO ORDER AND ROLL CALL

INVOCATION AND PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

1. Minutes of the April 1, 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 April, 2024 (*Manny Gomez, City Manager*)
 - 5 years – Jeronimo Ponce, Hobbs Police Department
 - 5 years – Katie Harrison, Hobbs Police Department
 - 5 years – Steven Blandin, Hobbs Police Department
 - 10 years – Rebecca Carter, Hobbs Fire Department

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

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

3. Resolution No. 7460 - Authorizing Grant Agreement Amendment No. 1 with the State of New Mexico Department of Transportation for Project Control No. HW2L200557 Roadway Improvements at Dal Paso/Clinton and Dal Paso/Snyder to Extend the Expiration Date of the Grant from June 30, 2024, to June 30, 2025 *(Todd Randall, City Engineer)*
4. Resolution No. 7461 – Authorizing the City of Hobbs City Commission to Become Members of the New Mexico Produced Water Research Consortium (NMPWRC) *(Valerie Chacon, City Attorney)*

DISCUSSION

5. Shipp Street Plaza Conceptual Design *(David Reed, Chief Operating Officer, JF Maddox Foundation)*

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

6. Resolution No. 7462 – Adopting Budgetary Adjustment #3 for FY 2023-2024 *(Toby Spears, Finance Director)*
7. Resolution No. 7463 – Authorizing an Allocation of Lodgers' Tax Funds for Various Events for FY 2024 *(Toby Spears, Finance Director)*
8. Consideration of Approval to Purchase an OTIS Hydroaccel Hydraulic Control Elevator System from OTIS Elevator Company in the Amount of \$150,250.00 *(Shelia Baker, General Services Director)*
9. Resolution No. 7464 – Authorizing the City of Hobbs to Implement a New Fee for Cremation Disinterment for Infants and Adults as Recommended by the Hobbs Cemetery Board *(Bryan Wagner, Parks and Open Spaces Director)*

COMMENTS BY CITY COMMISSIONERS, CITY MANAGER

10. Next Meeting Dates:

- City Commission Regular Meeting:
 - **Monday, May 6, 2024, at 6:00 p.m.**
 - **Monday, May 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: April 15, 2024

SUBJECT: City Commission Meeting Minutes

DEPT. OF ORIGIN: City Clerk's Office
DATE SUBMITTED: April 3, 2024
SUBMITTED BY: Jan Fletcher, City Clerk

Summary:

The following minutes are submitted for approval:

- Regular City Commission meeting held on April 1, 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, April 1, 2024, in the City Commission Chamber, 200 East Broadway, 1st Floor Annex, Hobbs, New Mexico. This meeting was also broadcast via Livestream on the City's website at www.hobbsnm.org.

Call to Order and Roll Call

Mayor Sam 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 Joseph D. Calderón
Commissioner Christopher Mills
Commissioner Larron B. Fields
Commissioner Dwayne Penick
Commissioner Don Gerth

Also present:

Manny Gomez, City Manager
Valerie Chacon, City Attorney
August Fons, Police Chief
Shane Blevins, Deputy Police Chief
Danny Garrett, Police Captain
Jessica Silva, Code Enforcement Superintendent
Mark Doporto, Fire Chief
Chris Henry, Battalion Chief
Toby Spears, Finance Director
Todd Randall, City Engineer
Tim Woomer, Utilities Director
Nicki Lawless, Library Director
Bob Hamilton, Reference Librarian
Bryan Wagner, Parks and Open Spaces Director
Lou Maldonado, Parks and Open Spaces Superintendent
Matt Hughes, Rockwind Superintendent
Doug McDaniel, Recreation Director
Meghan Mooney, Communications Director
Nicholas Goulet, Human Resources Director
Tracy South, Assistant HR Director
Bobby Arther, Municipal Judge
Shannon Arguello, Municipal Court Administrator
Selena Estrada, Risk Manager
Julie Nymeyer, Executive Assistant
Shelia Baker, General Services Director
Christa Belyeu, I. T. Director
Jan Fletcher, City Clerk
Amelia Maldonado, Deputy City Clerk
14 citizens

Invocation and Pledge of Allegiance

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

Approval of Minutes

Mayor Cobb requested Item #6 to be removed from the agenda as Representative Randall Pettigrew is unable to attend tonight's meeting.

Commissioner Calderón moved the minutes of the regular meeting of March 4, 2024, be approved as written. Commissioner Smith seconded the motion and roll call vote was recorded as follows: Smith yes, Fields yes, Calderón yes, Gerth yes, Cobb yes. The motion carried.

Proclamations and Awards of Merit

Mayor Cobb proclaimed Monday, April 1, 2024, as "*Cameron Hernandez Day*" who won the State Championship in wrestling and earned his 100th varsity wrestling win at the NMAA State Wrestling Tournament.

Mayor Cobb proclaimed the month of April, 2024, as "*Fair Housing Month*". He presented the proclamation to Mr. Todd Randall, City Engineer, who described the housing activities of the City.

Mayor Cobb proclaimed the week of April 7 – 13, 2024, as "*National Library Week*". He presented the proclamation to Ms. Nichole Lawless, Library Director, and Mr. Bob Hamilton, Reference Librarian. Ms. Lawless and Mr. Hamilton thanked the City Commission for its support of the Library and invited everyone to stop by to view all of the busy activities going on at the Library.

Public Comments

None.

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. 7457 - Adopting the Required Community Development Block Grant (CDBG) Annual Certificates and Commitments

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 supporting documentation are attached and made a part of these minutes.

Discussion

LEDA Application – Space Jump

Ms. Jennifer Grassham, CEO and President of the Economic Development Corporation of Lea County (EDC), stated the EDC supports LEDA Funding to bring businesses and jobs into the community. Based on the framework and criteria developed by the City, the EDC is here tonight with two proposed business applicants who have made large capital investments in the City. The first applicant is Space Jump, LLC, and the EDC recommends a LEDA award of \$180,000.00 from the City of Hobbs.

Mr. Nadeem Kassis stated he and his wife, Ms. Cindy Kassis, are resident business owners who looked at a need to bring something different to the community. He stated they decided upon a Trampoline Park which would be something that brings families together and improves quality of life. He stated the facility is a 27,000 square foot facility on four acres of land located at 3314 North Grimes. He stated the total construction cost was over \$6 million with \$5.3 million for the cost of the building and \$1.3 million for equipment inside the building. Mr. Kassis stated infrastructure improvements of \$550,000.00 went toward sewer, water, parking lots and drainage. He stated Space Jump is a perfect project for LEDA funding as they are in no direct competition with any other businesses. Mr. Kassis stated approximately 25% of the customers are from outside of Hobbs as guests are required to sign a waiver with their address information. He stated he has already proven his business concept is successful and exceeds the minimum requirement of gross receipts tax sales.

Mayor Cobb stated the next step would be the creation of a Participation Agreement to encumber the City's budget. He informed Mr. Kassis he would be reimbursed based on his actual payment of gross receipts taxes.

Ms. Valerie Chacon, City Attorney, thanked Mr. Kassis for applying and requested payroll information on the business.

Mr. Kassis stated during the initial grand opening period, he started with 45 employees but that number is now down to 25. He stated he and his wife know how to efficiently run a business. Mr. Kassis stated many schools from outside of Hobbs visit the facility,

and he offers a percentage of the cost back to support the school. During Easter, there was a special program that saw over 150 guests. He plans to break ground soon on a second facility in Roswell.

In response to Commissioner Gerth's question. Mr. Kassis stated he currently has 20 full-time employees and five part-time employees.

Commissioner Penick stated he toured the facility and it is high quality. He thanked Mr. Kassis for investing in the community.

Commissioner Mills stated it is a great use of LEDA funds to provide activities for kids to do.

Commissioner Smith stated it has been a long process to get to this point. He stated it is a challenge for government to fund private enterprise and it is important to safeguard public funds. Determining the payback period is important to determine whether it is a good investment for the City. Commissioner Smith stated it is the company's responsibility to make it a successful program.

Mr. Kassis stated he has already paid over \$127,000.00 in gross receipts tax revenue to the State of New Mexico since opening the business. He stated he has hired hundreds of employees in his 25-year history in business in Hobbs and has invested \$60 million in infrastructure and development. Mr. Kassis stated he is projected to invest an additional \$20 million in development within the next three years.

LEDA Application – HTeaO - Hobbs

Ms. Grassham introduced Mr. Chris McVay, Mr. Hayden Holub and Ms. Samantha Holub of HTeaO Hobbs. She stated the EDC recommends a LEDA award of \$70,000.00 from the City of Hobbs.

Mr. Chris McVay thanked Ms. Grassham, Mayor Cobb and the City Commission for the opportunity. He stated he and his wife, Ms. Whitney McVay, are proud to partner with Mr. Hayden Holub and Ms. Samantha Holub in the formation of HTeaO. He provided a brief history of his family's background experience in ranching and drilling. Mr. McVay stated people love tea from HTeaO. Since opening, HTeaO Hobbs has been the #1 store in the entire HTeaO franchise for five consecutive weeks out of 100 stores. He stated 35 people have been hired with the intent to downsize but the store has remained too busy. Mr. McVay stated his wife has been focusing on developing the work ethic of the young adults being hired which is an important thing for the community.

In response to Commissioner Gerth's question, Mr. McVay stated they currently have five full-time employees and the remainder are part-time employees.

Ms. Chacon requested evidence of the business' financial solvency. Mr. McVay stated he would be happy to provide that information directly to Ms. Chacon.

In answer to Commissioner Penick's question, Mr. McVay stated they are exceeding the expectation of their gross receipts tax plan. Commissioner Penick thanked Mr. McVay for his investment into the community and stated he applauded his efforts.

In response to Commissioner Smith's inquiry, Mr. McVay stated the #1 ranking was related to gross total sales. In further response to Commissioner Smith's question, Mr. McVay stated their store size is larger and the franchise owner plans to do smaller footprints in the future as large store space is often difficult to find.

Mr. McVay stated they offer specials for Teachers' Day and First Responders.

Mayor Cobb thanked Mr. McVay for the presentation and suggested he meet with Ms. Chacon on the information for the Participation Agreement.

In response to Mr. Manny Gomez' question, Ms. Grassham stated the request is for \$70,000.00 in LEDA funds from the City.

Mayor Cobb stated metrics will be developed in the future for manufacturing and other businesses which do not pay a gross receipts tax.

Action Items

PUBLIC HEARING: Resolution No. 7458 – Enforcing or Rescinding Resolution No. 7445 as it Applies to the Condemned Property Located at 700 South Jefferson

Ms. Valerie Chacon, City Attorney, stated the City Commission adopted Resolution No. 7445 finding the property located at 700 South Jefferson to be damaged, dilapidated and a menace to the public comfort, health and safety requiring remediation. The property owner, Ms. Panetta Burkley, is deceased. Ms. Frances Hanley and Ms. Shirley Bailey have each filed a written objection to the condemnation of said property. As required by the Hobbs Municipal Code, a condemnation hearing is to be held by the City Commission to determine if Resolution No. 7445 should be enforced or rescinded as to this property.

Ms. Frances Hanley and Ms. Shirley Bailey appeared at the hearing via telephone.

Ms. Chacon expressed concern that the rightful property owner is not known and is somewhere not being heard today. She stated the purpose of the condemnation action is to get the property in a safe condition. The parties who have submitted objection letters are not close in relation to Ms. Burkley; however, they have stated it is their intent to perfect the title to the property.

Ms. Chacon displayed photographs of the property from March of 2024 showing a tree has fallen onto the roof of the house. Ms. Chacon stated the City is prohibited from going inside the house without the permission of the property owner but the Building Inspector does believe there is potential structural damage to the house. It is located approximately one block from Booker T. Washington Elementary School.

Ms. Frances Hanley stated she has tried to get some legality as to ownership but has not been successful. She does understand the property needs to be updated but living in Texas requires her to travel to Hobbs and take care of the damage.

Ms. Shirley Bailey stated she reached out to a friend to remove the tree from the property but she was not aware the work had not been done. She would like the property to be declared a historical house due to its significance in the past.

In response to Mayor Cobb's request, Ms. Chacon stated the parties have 30 days to get the work accomplished or they can write a letter to request an extension of 60 days, provided a significant amount of progress has been made. A structural engineer would be required for the property to be occupied.

In response to Ms. Hanley's comment, Ms. Chacon clarified any extension would require a significant showing that progress is being made. A good start would be to remove the tree. Ms. Chacon also stated that work can be done while she lives in Texas.

In response to Commissioner Smith's questions, Ms. Hanley stated Ms. Burkley died in 2000 and the family has been researching how to get the title changed.

Ms. Bailey stated she, too, has researched it and will get a title attorney and the required signatures on documentation to prove there are no other heirs.

In further response to Commissioner Smith's inquiry, Ms. Hanley stated the family dropped the ball and did not get it done. Ms. Bailey stated she will not drop the ball and assured the Commission she will get it done.

In reply to Commissioner Penick's question, Ms. Bailey stated she will have the tree removed within the next two weeks and will work to get the title attorney started on the heirship issue.

Commissioner Fields stated as the Commissioner in District 3 in the area where this property is located, he has received complaints from constituents about this property and there has been no change since he became a Commissioner four years ago.

Ms. Hanley apologized and stated they will put forth the effort needed.

Ms. Chacon requested to call Ms. Jessica Silva to testify in the matter. Ms. Jan Fletcher, City Clerk, administered the witness oath to Ms. Jessica Silva, Community Services Superintendent.

Ms. Chacon questioned Ms. Silva regarding the property at 700 South Jefferson. Ms. Silva stated there has been no substantial change in the condition of the property. Ms. Silva stated she checked with the Tax Assessor's Office to determine the property owner's name, Panetta Burkley, with an address in Mansfield, Texas. She stated she was informed Ms. Frances Hanley had been paying the property taxes on the house. In response to Ms. Chacon's questions, Ms. Silva stated two certified letters addressed to Ms. Frances Hanley in Mansfield, Texas, were returned to the City as unclaimed. Ms. Silva stated the goal is to hold property owners accountable for the condition of their property and to keep the public safe of any nuisance and health issues.

Ms. Chacon again stated the City is willing to work with property owners who need additional time to bring the property into compliance with Code as long as progress is being made.

There being no further discussion, Commissioner Mills moved that Resolution No. 7458 be adopted enforcing prior Resolution No. 7445 as it relates to the property at 700 South Jefferson. 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. Copies of the resolution and supporting documentation are attached.

Resolution No. 7459 – Approving the Final Plat for College Square Subdivision Located Northwest of the Intersection of Grimes Street and College Lane as Recommended by the Planning Board

Mr. Todd Randall, City Engineer, explained the resolution and stated the final plan for College Square Subdivision is submitted by Lemke Development, Inc. The subdivision is located northwest of the intersection of Grimes St. and College Lane and encompasses 12.54 acres and will contain five single family residential lots. The Planning Board has reviewed and approved this item. The municipality is in receipt of an Engineer of Record Certification concerning the installation of infrastructure as to the approved construction plans and has received a cash bond for \$12,500.00 to cover the replacement of water meter curb stops.

In response to Mayor Cobb's question, Mr. Randall stated Lemke Development is responsible for the development of 254 homes in Hobbs.

There being no further discussion, Commissioner Penick moved that Resolution No. 7459 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 supporting documentation are attached.

Consideration of Approval of Assignment of Ambulance Billing Contract from Image Trend, LLC, to EMS MC

Mr. Mark Doporto, Fire Chief, stated Image Trend, LLC, provides ambulance billing services for the City of Hobbs. Image Trend has sold its ambulance billing service unit to EMS Management & Consultants of North Carolina. All terms and conditions will remain the same as with the original contract with Image Trend, including the commission collection percentage. Chief Doporto stated the contract expires in October, 2024, and the City will be conducting a formal RFP process before the contract expiration.

There being no discussion, Commissioner Fields moved that the Assignment of Ambulance Billing Contract 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 supporting documentation are attached.

Consideration of Approval of Contract with Tyler Technologies for Electronic Reporting Planning (ERP) Software for SaaS Cloud Switch in the Amount of \$331,757.00

Mr. Toby Spears, Finance Director, stated the City currently uses Tyler Technologies for several functions related to the Central Accounting system. Tyler Products used by the City of Hobbs include the ERP (formerly MUNIS), Tyler Cashiering, Tyler Open Finance (Transparency Portal), Employee Self Service, Citizen Self Service and Tyler Parks & Recreation. With the exception of the Transparency Portal, all programs are currently hosted on the City's local servers. Mr. Spears stated the Finance Department would like to enter into a contract with Tyler Technologies to host Tyler Software on the Cloud. This function is called a SaaS Flip. Cost of the service agreement is \$331,750.00. Rather than the programs and data "living" on our local servers, the programs will be moved to Amazon Web Services (AWS) and live in the "cloud". Data and programs would be hosted and secured by Tyler Technologies. Mr. Spears described the other benefits to the SaaS flip and stated the contract has been approved by the Legal Department and the I.T. Department has approved moving off the local servers and onto the cloud.

In response to Mayor Cobb's question, Mr. Spears stated the security will be provided by Amazon Web Services and it will be a much larger globally scaled security package for our data. It is already being used by other local municipalities such as Carlsbad and Clovis.

There being no further discussion, Commissioner Gerth moved that the contract with Tyler Technologies be approved in the amount of \$331,750.00. 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.

Comments by City Commissioners, City Manager

Mr. Manny Gomez, City Manager, requested Ms. Shelia Baker, General Services Director, provide a report on street repairs,

Ms. Baker stated the City completed a Street Scan Study indicating it would take 10 years at \$10 million per year to update all of the necessary repairs to City streets. Ms. Baker stated the City will be contracting with an Engineer for four different types of work contracts and plans to do 80 miles of work in Year One. Each contractor has different types of equipment and provides different work. The first portion of the work should be completed by the end of the summer.

Ms. Baker stated smaller roadway projects are also being done in badly-needed areas such as the recent project completed on Grimes and the ongoing project on Turner. She stated City crews stay busy filling in potholes, and Ms. Baker thanked everyone for their patience on street repairs.

In response to Mayor Cobb's question, Ms. Baker stated Legislative Funding of \$2 million was received for mill and overlay work on West County Road. Once the grant is executed, work will begin to move forward on approximately two miles of West County Road from Bender to Marland.

In response to Commissioner Gerth's question about badly-needed work on the railroad crossings, Mr. Randall provided an update on conversations with the Railroad Company, the spur and history of prior work done in the mid-1990's. He stated some immediate repairs will only be temporary in nature.

Commissioner Mills stated the Boys and Girls Club of Hobbs is a tremendous organization supporting over 500 kids in our community. He stated they will be having a new Kentucky Derby fundraiser on May 4, 2024, at the Hobbs County Club. Commissioner Mills encouraged everyone to purchase a ticket, wear your best dressy clothes and Derby hat, and help support the local Boys & Girls Club.

Commissioner Fields stated there is great strength within the community. On Saturday, April 6, 2024, at 9:00 a.m., he stated there will be a prayer for the school at Tydings Auditorium. From there, they will go to CTECH and then to the Middle Schools to pray. He stated a Plan B will be developed and announced that day in case of inclement weather.

Commissioner Penick stated he recently was a patient two times during the month at Covenant Health Hobbs Hospital and had great care while at the hospital. He praised the hospital staff and stated his mother recently had a knee replacement at the hospital with fantastic care.

Commissioner Smith stated a Community Reception will be held at Covenant Hospital on Thursday, April 4, 2024, from 4:30 pm – 6:30 pm in the Maddox Room to welcome three new providers to the facility. He stated the new providers are Dr. Breton Juberg, Dr. Russell Clark and Certified Nurse Midwife Larissa Juberg.

Mayor Cobb stated he recently received notification from Mr. Gene Strickland, Hobbs Municipal Schools, that the C-TECH facility is so full it will only be able to accommodate students from Hobbs next year.

ADJOURNMENT

There being no further business or comments, Commissioner Calderón moved that the meeting adjourn. Commissioner Smith seconded the motion and the vote was recorded as follows: Smith yes, Mills yes, Fields yes, Calderón yes, Gerth yes, Penick yes, Cobb yes. The motion carried and the meeting adjourned at 7:40 p.m.

SAM COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk



PROCLAMATIONS

AND

**AWARDS OF
MERIT**

April Milestones 2024

5 Years

| | | |
|----------------|--------------------------|------------|
| Jeronimo Ponce | Detention Officer | 04/15/2019 |
| Katie Harrison | IPRA Coordinator | 04/15/2019 |
| Steven Blandin | Technology Administrator | 04/15/2019 |

10 Years

| | | |
|----------------|-----------------------------|------------|
| Rebecca Carter | EMT Specialist Intermediate | 04/21/2014 |
|----------------|-----------------------------|------------|



CONSENT AGENDA



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: April 15th, 2024

SUBJECT: Local Government Road Fund (LGRF) Cooperative Agreement Amendment No. 1

DEPT. OF ORIGIN: Engineering Department
DATE SUBMITTED: April 1st, 2024
SUBMITTED BY: Todd Randall, City Engineer

Summary:

A grant application for LGRF was submitted on March 15th, 2022. The City received the executed grant on July 7, 2022, for \$635,000. Project total (\$476,250 NMDOT / \$158,750 City Match) for roadway improvements at Dal Paso / Clinton and Dal Paso / Snyder intersections.

The grant agreement will expire on June 30, 2024, and attached is a resolution for Amendment No. 1 to the grant agreement to extend the termination to June 30, 2025. Design is complete, plans to bid and award in May of 2024, and construction to be complete by March of 2025.

Fiscal Impact:

Reviewed By:

Digitally signed by Toby Spears, CFE, CPA
DN: cn=Toby Spears, CFE, CPA, o=City of Hobbs, ou=Finance Director, email=tspears@hobbsnm.org, c=US
Date: 2024.04.01 17:38:23 -06'00'

Finance Department

Grant Amount: \$635,000
Local Match: \$158,750
State Match: \$476,250
Budget Line: 48-4048-44901-00295
Budget Amnt: \$714,485

Attachments:

Resolution, Grant Amendment

Legal Review:

Approved As To Form:

Valerie S. Chacon

Digitally signed by Valerie S. Chacon
DN: cn=Valerie S. Chacon, o, ou, email=vchacon@hobbsnm.org, c=US
Date: 2024.04.02 08:50:56 -06'00'

City Attorney

Recommendation:

Consider and approve the Resolution for the Mayor to execute resolution and grant amendment

Approved For Submittal By:

TODD RANDALL

City Manager

Digitally signed by TODD RANDALL
DN: C=US, E=trandall@hobbsnm.org, O=CITY OF HOBBS, OU=Engineering
Dept., CN=TODD RANDALL
Location: City Hall
Reason: I am approving this document
Contact Info: 975.097.9237
Date: 2024.04.01 17:38:06'00'

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

Resolution No.
Ordinance No.
Approved
Other

Continued To:
Referred To:
Denied
File No.

CITY OF HOBBS

RESOLUTION NO. 7460

A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A
GRANT AGREEMENT AMENDMENT No. 1 WITH THE STATE
OF NEW MEXICO DEPARTMENT OF TRANSPORTATION
FOR CN: HW2L200557

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the Mayor be and hereby is, authorized and directed to execute on behalf of the City of Hobbs a grant agreement amendment no. 1 with the State of New Mexico Department of Transportation for Control No. HW2L200557; in the amount of \$635,000 (75%/25% share) and any certification or supporting documentation for the implementation of the grant agreement requirements. The scope of the work includes Planning, Design, Construction, Reconstruction, Pavement Rehabilitation, Construction Management, Drainage, Misc. Improvements and Traffic Signal Construction at the intersection of Dal Paso & Clinton and Dal Paso & Snyder. The Grant Amendment No. 1 revises expiration of grant to June 30, 2025. A copy of the Grant Amendment No. 1 is attached hereto and made a part hereof by reference.

PASSED, ADOPTED AND APPROVED this 15th day of April, 2024.

SAM D COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

| | |
|--------------|-------------------|
| Contract No. | <u>D19331 / 1</u> |
| Vendor No. | <u>54339</u> |
| Project No. | <u></u> |
| Control No. | <u>HW2L200557</u> |

**FIRST AMENDMENT TO
LOCAL GOVERNMENT ROAD FUND
COOPERATIVE AGREEMENT**

This **First Amendment** is to the Agreement entered into between the New Mexico Department of Transportation (Department) and the City of Hobbs (Public Entity). This Amendment is effective as of the date of the last party to sign on the signature page.

RECITALS

Whereas, the Department and the Public Entity entered into an Agreement, Control No. L200557 on 07/07/2022 and,

Whereas Section 19 allows for modification of the Agreement by an instrument in writing executed by the parties; and,

Whereas the Department and the Public Entity want to extend the term of the Agreement to allow for Project completion; and,

Whereas the parties agree to modify this Agreement.

Now, therefore, the Department and the Public Entity agree as follows:

1. Section 6, Term, is deleted and replaced with the following.

6. Term.

This Agreement becomes effective upon signature of all parties. The effective date is the date when the last party signed the Agreement on the signature page below. This Agreement terminates on June 30th, 2025. In the event an extension to the term is needed, the Public Entity shall provide written notice along with detailed justification to the Department sixty (60) days prior to the expiration date to ensure timely processing of an Amendment.

All other obligations set forth in the Original Agreement shall remain in full force and effect unless expressly amended or modified by this First Amendment.

The remainder of this page is intentionally left blank.

In Witness Whereof, each party is signing this Agreement on the date stated opposite that party's signature.

New Mexico Department of Transportation

By: _____
Cabinet Secretary or Designee

Date: _____

Approved as to form and legal sufficiency by the New Mexico Department of Transportation's Office of General Counsel

By: _____
Assistant General Counsel

Date: _____

City of Hobbs

By: _____

Date: 4-15-24

Name: Sam D. Cobb

Title: Mayor City of Hobbs

ATTEST:

By: _____
Jan Fletcher Hobbs City Clerk

Date: 4-15-24



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: April 15, 2024

SUBJECT: A RESOLUTION AUTHORIZING THE CITY OF HOBBS CITY COMMISSION MEMBERSHIP WITH THE NEW MEXICO STATE UNIVERSITY NEW MEXICO PRODUCED WATER RESEARCH CONSORTIUM (NMPWRC)

DEPT. OF ORIGIN: Legal Department
DATE SUBMITTED: April 8, 2024
SUBMITTED BY: Valerie S. Chacon, City Attorney

Summary: This resolution authorized the City Commission to become members of the New Mexico State University New Mexico Produced Water Research Consortium (NMPWRC). The New Mexico Environment Department (NMED) and New Mexico State University (NMSU) entered into a memorandum of understanding in September 2019 to create a produced water research consortium to support NMEDs implementation of House Bill 546. This membership will allow the City Commissioners' viewpoints to be heard during the bi-annual and annual meetings. The City Commissioner understands that only two commissioners may attend each of the meetings in order to be compliant with the Open Meetings Act.

Fiscal Impact:

No fiscal impact

Reviewed By: _____
Finance Department

Attachments: Proposed Resolution

Legal Review:

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

Recommendation:

Adopted the Resolution

Approved For Submittal By:

Department Director

City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

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

CITY OF HOBBS

RESOLUTION NO. 7461

A RESOLUTION AUTHORIZING THE CITY OF HOBBS CITY
COMMISSION MEMBERSHIP WITH THE NEW MEXICO STATE UNIVERSITY
NEW MEXICO PRODUCED WATER RESEARCH CONSORTIUM (NMPWRC)

WHEREAS, in 2019 House Bill 546 established control and responsibility for produced water and allowed the use of treated or recycled produced water;

WHEREAS, THE City of Hobbs engages in the oil and gas industry and has an interest in use of produced water;

WHEREAS, New Mexico Environment Department (NMED) and New Mexico State University (NMSU) entered into a memorandum of understanding in September 2019 to create a produced water research consortium to support NMEDs implementation of House Bill 546;

WHEREAS, THE City Commission's membership with NMPWRC would allow the City Commissions' viewpoints to be considered during the bi-annual and annual meetings, for which only two representatives of the commission shall attend;

WHEREAS, THE City Commissions' membership shall be at no-cost.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the City Commission shall become member of the New Mexico State University New Mexico Produced Water Research Consortium (NMPWRC).

PASSED, ADOPTED AND APPROVED this 15th day of April, 2024

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk



ACTION ITEMS



CITY OF HOBBS

COMMISSION STAFF SUMMARY FORM

MEETING DATE: April 15, 2024

SUBJECT: Resolution Adopting Budgetary Adjustment #3 for the Fiscal Year 2023-2024

DEPT. OF ORIGIN: Finance Department

DATE SUBMITTED: April 4, 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 #3 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 \$340,000 and total expense increased by \$796,185 providing a budgeted ending cash balance of \$92,776,460.26 for all funds.

This budget adjustment also includes inter-fund transfers.
General fund reserve is reduced from 54% to 53%.

Attachments:

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

Legal Review:

Approved As To Form: _____
City Attorney

Recommendation:

Motion to approve the resolution.

Approved For Submittal By:

Digitally signed by Toby Sporn, CFE, CPA
DN: cn=Toby Sporn, CFE, CPA, o=City of
Hobbs, ou=Finance Director,
email=tsporn@hobbsnm.org, c=US
Date: 2024.04.05 09:21:25 -0600

Department Director

City Manager

**CITY CLERKS USE ONLY
COMMISSION ACTION TAKEN**

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

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

CITY OF HOBBS

RESOLUTION NO. 7462

BUDGETARY ADJUSTMENT #3

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 \$340,000 total expense is increased by \$796,185.

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 15th day of April 2024.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

**City of Hobbs BAR #3
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 | 75,660,726.40 | (12,475,098.99) | 91,624,681.06 | 48,401,298.07 | 53% |
| 29900 | 002 LAND ACQUISITION | 830,648.61 | 100,000.00 | | 100,000.00 | 830,648.61 | |
| | General Fund Subtotal | 77,671,000.33 | 75,760,726.40 | (12,475,098.99) | 91,724,681.06 | 49,231,946.68 | |
| 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 | 4,423,320.12 | 6,049,720.12 | 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 | 4,360,003.06 | 48,770.00 | |
| 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 | 950,000.00 | (603,000.00) | 30,000.00 | 960,025.95 | |
| 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 | - | |
| | Special Revenue Subtotals | 32,845,233.00 | 20,308,021.64 | 12,403,240.67 | 59,374,201.82 | 6,182,293.49 | |
| 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 | |
| | Capital Project Subtotals | 17,398,980.88 | 5,375,000.00 | (8,417,326.61) | 9,120,827.10 | 5,235,827.17 | |
| 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 | |
| | Debt Service Subtotals | 1,989,842.96 | - | 2,749,801.73 | 2,749,801.73 | 1,989,842.96 | |
| 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 | - | 8,324,608.75 | 8,324,608.75 | 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 UTILITY - WASTEWATER | 1,000.00 | - | 6,723,457.65 | 6,723,457.65 | 1,000.00 | |
| 50300 | 650 JOINT UTILITY 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 | (14,058,395.26) | - | 4,663,703.72 | |
| 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 | 1,000.00 | 335,000.00 | 115.46 | |
| | Utility Subtotals | 31,552,542.40 | 28,085,000.00 | 3,967,524.88 | 50,602,897.12 | 13,002,170.16 | |
| 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 | |
| | Internal Service Subtotal | 8,293,219.86 | 11,369,881.00 | 2,946,858.32 | 12,756,951.00 | 9,853,008.18 | |
| 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 | |
| | Trust & Agency Subtotals | 9,426,871.62 | 6,653,000.00 | (1,175,000.00) | 7,623,500.00 | 7,281,371.62 | |
| | Grand Total All Funds | 179,177,691.05 | 147,551,629.04 | (0.00) | 233,952,859.83 | 92,776,460.26 | |
| | | | 340,000.00 | | 796,185.00 | | |

BAR #3 Detail

| Expense | | | | | | | | | |
|---------|--------|-------|-------|------------------------------|--------------------------------|----------------|----------------|--------------|--|
| Fund | Org | Obj | Proj | Dept Description | Description | Current Budget | BAR #3 Request | Total Budget | Comment |
| 001 | 010125 | 41101 | | PLANNING | SALARIES | 188,241.25 | 13,148.00 | 201,389.25 | Create project manager in planning early |
| 001 | 010125 | 41111 | | PLANNING | FICA | 15,247.61 | 1,006.00 | 16,253.61 | Create project manager in planning early |
| 001 | 010125 | 41112 | | PLANNING | PERA | 29,892.31 | 1,828.00 | 31,720.31 | Create project manager in planning early |
| 001 | 010145 | 41101 | | INFORMATION TECHNOLOGY | SALARIES | 628,086.58 | (1,000.00) | 627,086.58 | transfer to OT from salary |
| 001 | 010145 | 41102 | | INFORMATION TECHNOLOGY | OVERTIME | 5,000.00 | 1,000.00 | 6,000.00 | transfer to OT from salary |
| 001 | 010145 | 42706 | | INFORMATION TECHNOLOGY | EQUIPMENT UNDER 5000.00 | 418,565.54 | 15,000.00 | 433,565.54 | rplc of temp transfer for service mtc agreements |
| 001 | 010145 | 43001 | | INFORMATION TECHNOLOGY | COMPUTER/COMP EQUIPMENT OVER 5 | 227,076.29 | 315,000.00 | 542,076.29 | budget for new virtual environment |
| 001 | 010190 | 42643 | | MOTOR VEHICLE | CREDIT CARD FEE EXPENDITURE | 4,000.00 | 1,000.00 | 5,000.00 | Increased usage of credit cards |
| 001 | 010201 | 42643 | | POLICE ADMINISTRATION | CREDIT CARD FEE EXPENDITURE | 1,500.00 | 500.00 | 2,000.00 | Increased usage of credit cards |
| 001 | 010202 | 42608 | | POLICE PATROL | CLAIMS BY OTHERS GEN LIABILIT | 1,037,996.66 | 77,000.00 | 1,114,996.66 | Claims exceed budget |
| 001 | 010203 | 42706 | 00312 | POLICE CRIMINAL INVESTIGATIO | OXY DONATION - EQUIP UNDER 5K | - | 10,000.00 | 10,000.00 | expense budget for oxy donation |
| 001 | 010220 | 41101 | | FIRE/AMBULANCE | SALARIES | 5,577,452.77 | (435,000.00) | 5,142,452.77 | transfer to OT from salary |
| 001 | 010220 | 41102 | | FIRE/AMBULANCE | OVERTIME | 750,000.00 | 332,000.00 | 1,082,000.00 | transfer to OT from salary |
| 001 | 010220 | 41103 | | FIRE/AMBULANCE | OVERTIME - PERA | 225,000.00 | 103,000.00 | 328,000.00 | transfer to OT from salary |
| 001 | 010220 | 42608 | | FIRE/AMBULANCE | CLAIMS BY OTHERS GEN LIABILIT | 5,000.00 | 7,400.00 | 12,400.00 | Claims exceed budget |
| 001 | 010310 | 42643 | | LIBRARY | CREDIT CARD FEE EXPENDITURE | 1,500.00 | 500.00 | 2,000.00 | Increased usage of credit cards |
| 001 | 010320 | 41101 | | PARKS | SALARIES | 1,213,241.33 | (25,000.00) | 1,188,241.33 | transfer to OT from salary |
| 001 | 010320 | 41102 | | PARKS | OVERTIME | 80,000.00 | 25,000.00 | 105,000.00 | transfer to OT from salary |
| 001 | 010320 | 42403 | | PARKS | MACHINE REPAIR AND MAINTENANCE | 49,000.00 | 7,000.00 | 56,000.00 | Major repairs to equipment |
| 001 | 010321 | 41101 | | SPORTS FIELDS | SALARIES | 268,051.26 | (13,000.00) | 255,051.26 | transfer to OT from salary |
| 001 | 010321 | 41102 | | SPORTS FIELDS | OVERTIME | 20,000.00 | 13,000.00 | 33,000.00 | transfer to OT from salary |
| 001 | 010321 | 42403 | | SPORTS FIELDS | MACHINE REPAIR AND MAINTENANCE | 10,000.00 | 3,000.00 | 13,000.00 | Major repairs to equipment |
| 001 | 010326 | 42201 | | HARRY MCADAMS | UTILITIES | 100,000.00 | 25,000.00 | 125,000.00 | utility billing over budgeted amount |
| 001 | 010330 | 41101 | | RECREATION | SALARIES | 368,982.22 | (2,500.00) | 366,482.22 | transfer to OT from salary |
| 001 | 010330 | 41102 | | RECREATION | OVERTIME | 2,500.00 | 2,500.00 | 5,000.00 | transfer to OT from salary |
| 001 | 010330 | 42320 | 00265 | RECREATION | MOVIES UNDER THE STARS | 6,000.00 | 2,600.00 | 8,600.00 | to fund increase in cost of movies |
| | | | | | | | | | Additional funding for Independence day celebration, \$5000 for Entertainment; \$33,000 for fireworks; \$12000 generators, light towers, sound equipment |
| 001 | 010330 | 42320 | 00273 | RECREATION | COMMUNITY 4TH CELEBRATION | 2,500.00 | 50,000.00 | 52,500.00 | |
| 001 | 010330 | 42642 | 00246 | RECREATION | GUS MACKER - LODGERS TAX | - | 17,218.00 | 17,218.00 | lodgers' tax award for gus macker event |
| 001 | 010332 | 41101 | | TEEN RECREATION | SALARIES | 196,898.83 | (1,000.00) | 195,898.83 | transfer to OT from salary |
| 001 | 010332 | 41102 | | TEEN RECREATION | OVERTIME | 3,000.00 | 1,000.00 | 4,000.00 | transfer to OT from salary |
| 001 | 010332 | 42202 | | TEEN RECREATION | COMMUNICATIONS | 1,716.00 | 1,800.00 | 3,516.00 | Communication increased due to fiber install |
| 001 | 010332 | 42204 | | TEEN RECREATION | UNIFORMS | 2,000.00 | 178.00 | 2,178.00 | reclass for uniform overage |
| 001 | 010332 | 42301 | | TEEN RECREATION | SUPPLIES-OFFICE | 1,300.00 | (178.00) | 1,122.00 | reclass for uniform overage |
| 001 | 010332 | 42357 | | TEEN RECREATION | ADVERTISING | 3,500.00 | 650.00 | 4,150.00 | advertising for Teen Center through year end |
| 001 | 010342 | 42301 | | PUBLIC INFORMATION | SUPPLIES-OFFICE | 2,000.00 | 336.11 | 2,336.11 | transfer to cover budget overrun |
| 001 | 010342 | 42324 | | PUBLIC INFORMATION | MISCELLANEOUS AND EMERGENCY | 500.00 | (336.11) | 163.89 | transfer to cover budget overrun |
| 001 | 010410 | 41101 | | ENGINEERING | SALARIES | 475,699.74 | (500.00) | 475,199.74 | transfer to OT from salary |
| 001 | 010410 | 41102 | | ENGINEERING | OVERTIME | 4,000.00 | 500.00 | 4,500.00 | transfer to OT from salary |
| 001 | 010412 | 41101 | | TRAFFIC | SALARIES | 159,775.82 | 9,724.00 | 169,499.82 | overhire for traffic supervisor \$10724; Transfer to OT from salary (\$1,000) |
| 001 | 010412 | 41102 | | TRAFFIC | OVERTIME | 12,000.00 | 1,000.00 | 13,000.00 | transfer to OT from salary |

BAR #3 Detail

| Fund | Org | Obj | Proj | Dept Description | Description | Current Budget | BAR #3 Request | Total Budget | Comment |
|--------------------|--------|-------|-------|----------------------------|-------------------------------|----------------|-------------------|--------------|--|
| 001 | 010412 | 41111 | | TRAFFIC | FICA | 13,546.30 | 821.00 | 14,367.30 | overhire for traffic supervisor |
| 001 | 010412 | 41112 | | TRAFFIC | PERA | 24,431.22 | 1,490.00 | 25,921.22 | overhire for traffic supervisor |
| 001 | 010415 | 41101 | | MAPPING | SALARIES | 176,000.45 | (7,000.00) | 169,000.45 | transfer to OT from salary |
| 001 | 010415 | 41102 | | MAPPING | OVERTIME | 12,000.00 | 7,000.00 | 19,000.00 | transfer to OT from salary |
| 001 | 010421 | 42608 | | BUILDING MAINTENANCE | CLAIMS BY OTHERS | - | 5,200.00 | 5,200.00 | Claims exceed budget |
| 001 | 010422 | 41101 | | CODE ENFORCEMENT | SALARIES | 344,567.39 | (17,000.00) | 327,567.39 | |
| 001 | 010422 | 41102 | | CODE ENFORCEMENT | OVERTIME | 7,000.00 | 17,000.00 | 24,000.00 | |
| 001 | 010423 | 42608 | | STREETS/HIGHWAYS | CLAIMS BY OTHERS GEN LIABILIT | 1,500.00 | 5,800.00 | 7,300.00 | Claims exceed budget |
| 001 | 010423 | 44901 | 00148 | STREETS/HIGHWAYS | PAVING REHABILITATION | - | 6,500.00 | 6,500.00 | funding for prior year PO |
| 001 Total | | | | | | | 580,185.00 | | |
| 160 | 164016 | 41101 | | HEALTH WELLNESS LEARNING C | SALARIES | 2,374,915.50 | (16,000.00) | 2,358,915.50 | transfer to OT from salary |
| 160 | 164016 | 41102 | | HEALTH WELLNESS LEARNING C | OVERTIME | 25,000.00 | 16,000.00 | 41,000.00 | transfer to OT from salary |
| 160 | 164016 | 42303 | | HEALTH WELLNESS LEARNING C | SUPPLIES-JANITOR | 40,000.00 | 5,000.00 | 45,000.00 | budget overrun in janitorial |
| 160 | 164016 | 42706 | | HEALTH WELLNESS LEARNING C | EQUIP UNDER 5000.00 | 38,299.00 | 4,000.00 | 42,299.00 | replace damaged bench press bench |
| 160 | 164016 | 43006 | | HEALTH WELLNESS LEARNING C | EQUIP OVER 5000.00 | 204,247.65 | (4,000.00) | 200,247.65 | transfer to replace damaged bench press bench |
| 160 Total | | | | | | | 5,000.00 | | |
| 170 | 174017 | 43006 | | OLDER AMERICANS FUND | EQUIPMENT OVER 5000 | 18,460.15 | 6,000.00 | 24,460.15 | transfer to complete cost of fence project |
| 170 | 174017 | 43013 | | OLDER AMERICANS FUND | BUILDING IMPROVEMENTS | 30,000.00 | (6,000.00) | 24,000.00 | transfer to complete cost of fence project |
| 170 Total | | | | | | | - | | |
| 180 | 184315 | 42202 | | GOLF MTC | COMMUNICATIONS | 5,000.00 | 1,000.00 | 6,000.00 | budget overrun in communications |
| 180 | 184315 | 42501 | | GOLF MTC | BUILDING AND GROUNDS | 62,000.00 | 3,500.00 | 65,500.00 | line item over budget |
| 180 | 184316 | 41101 | | GOLF CLUBHOUSE | SALARIES | 216,038.99 | (5,500.00) | 210,538.99 | transfer to OT from salary |
| 180 | 184316 | 41102 | | GOLF CLUBHOUSE | OVERTIME | 7,000.00 | 5,500.00 | 12,500.00 | transfer to OT from salary |
| 180 | 184316 | 42203 | | GOLF CLUBHOUSE | DUES AND SUBSCRIPTIONS | 17,700.00 | 3,500.00 | 21,200.00 | to fund invoice for score cards, yardage books and course flyovers |
| 180 | 184316 | 42801 | | GOLF CLUBHOUSE | SOFT GOODS | 100,000.00 | 20,000.00 | 120,000.00 | additional soft goods budget |
| 180 | 184316 | 42810 | | GOLF CLUBHOUSE | HARD GOODS | 165,000.00 | 35,000.00 | 200,000.00 | additional hard goods budget |
| 180 Total | | | | | | | 63,000.00 | | |
| 250 | 254025 | 42251 | | CANNABIS EXCISE TAX FUND | CANNABIS ADMIN FEES | 17,000.00 | 13,000.00 | 30,000.00 | fee exceeded budget YTD - Revenue over budget |
| 250 Total | | | | | | | 13,000.00 | | |
| 600 | 604610 | 43003 | | WATER DISTRIBUTION | VEHICLE REPLACEMENT | 80,000.00 | 20,000.00 | 100,000.00 | funds to complete vehicle purchase |
| 600 | 604630 | 42210 | | WATER OFFICE | SERVICE/MAINT. CONTRACT | 44,250.00 | 23,000.00 | 67,250.00 | additional funds to pay for software mtc |
| 600 | 604630 | 42601 | | WATER OFFICE | PROFESSIONAL SERVICES | 74,000.00 | 32,000.00 | 106,000.00 | additional funds to pay for software upgrade |
| 600 Total | | | | | | | 75,000.00 | | |
| 690 | 694069 | 42350 | | INTERNAL SUPPLY FUND | WAREHOUSE SUPPLIES | 225,000.00 | 60,000.00 | 285,000.00 | additional funds for internal supply |
| 690 Total | | | | | | | 60,000.00 | | |
| 740 | 744074 | 42222 | | INSURANCE - RISK | INSURANCE-GENERAL LIABILITY | 1,672,951.00 | (90,000.00) | 1,582,951.00 | reclass to claims by others to fund remainder of year |
| 740 | 744074 | 42608 | | INSURANCE - RISK | CLAIMS BY OTHERS GEN LIABILIT | 1,200,000.00 | 90,000.00 | 1,290,000.00 | reclass to claims by others to fund remainder of year |
| 740 Total | | | | | | | - | | |
| 830 | 834083 | 42301 | | HOBBS BEAUTIFUL FUND | SUPPLIES | - | 2,791.20 | 2,791.20 | reallocation of grant funds |
| 830 | 834083 | 42357 | | HOBBS BEAUTIFUL FUND | ADVERTISING | - | 208.80 | 208.80 | reallocation of grant funds |
| 830 | 834083 | 42410 | | HOBBS BEAUTIFUL FUND | Trash/Tipping Fees | - | (3,000.00) | (3,000.00) | reallocation of grant funds |
| 830 Total | | | | | | | - | | |
| Grand Total | | | | | | | 796,185.00 | | |

BAR #3 Detail

| Fund | Org | Obj | Proj | Dept Description | Description | Current Budget | BAR #3 Request | Total Budget | Comment |
|-----------------------|--------|-------|-------|-----------------------------|----------------------------|----------------|---------------------|----------------|-------------------------------------|
| Revenue | | | | | | | | | |
| Fund | Org | Obj | Proj | Dept Description | Description | Current Budget | BAR #1 Request | Total Budget | Comment |
| 001 | 019999 | 30631 | 00252 | GENERAL FUND REVENUE | RESTRICTED DONATIONS - OXY | (5,000.00) | (10,000.00) | (15,000.00) | Revenue budget for HPD Oxy donation |
| 250 | 259999 | 30120 | | CANNABIS REGULATION ACT | CANNABIS EXCISE TAX | (620,000.00) | (330,000.00) | (950,000.00) | Revenue exceeded initial projection |
| Grand Total | | | | | | | (340,000.00) | | |
| Cash Transfers | | | | | | | | | |
| Fund | Org | Obj | Proj | Dept Description | Description | Current Budget | BAR #1 Request | Total Budget | Comment |
| 001 | 019999 | 30890 | | GENERAL FUND REVENUE | TRANSFER TO 16 | 3,686,395.12 | 5,000.00 | 3,691,395.12 | |
| 160 | 169999 | 30851 | | HEALTH WELLNESS LEARNING C | TRANSFER FROM 1 | (3,686,395.12) | (5,000.00) | (3,691,395.12) | |
| 660 | 669999 | 30824 | | JOINT UTILITY WATER INC REV | TRANSFER TO - 60 | 8,184,912.75 | 75,000.00 | 8,259,912.75 | |
| 600 | 609999 | 30845 | | WATER REVENUE | TRANSFER FROM - 66 | (8,184,912.75) | (75,000.00) | (8,259,912.75) | |
| 660 | 669999 | 30864 | | JOINT UTILITY WATER INC REV | TRANSFER TO 69 | - | 1,000.00 | 1,000.00 | |
| 690 | 699999 | 30845 | | INTERNAL SUPPLY REVENUE | TRANSFER FROM - 66 | - | (1,000.00) | (1,000.00) | |
| Grand Total | | | | | | | - | | |



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: April 15, 2024

SUBJECT: Authorizing an Allocation of Lodgers' Tax to Fund Various Events for Fiscal Year 2024.

DEPT. OF ORIGIN: Finance
DATE SUBMITTED: April 10, 2024
SUBMITTED BY: Toby Spears, Finance Director

Summary:

On April 10, 2024, the Lodgers' Tax Board failed to make quorum. The entities requesting lodgers' tax are as follows:

| | Request Description | Amount Requested |
|----|--|------------------------------|
| 1 | Hobbs Chamber of Commerce, Inc. Hobbs August Nites – Aug 23-24, 2024 | \$20,227.75 |
| 2 | Hobbs Airfield Speedway Summer Melt-Down III – Aug 3, 2024 | \$3,145.00 |
| 3 | United Way of Lea County Turfs – Flag Bowl – June 8, 2024 Turfs –Wheelchair Games-June 29,2024 | \$9,395.00 \$9,395.00 |
| 4 | Permian Basin USSSA Last Chance for Rings- July 27-28, 2024 | \$24,986.10 |
| 5 | Hobbs USSSA NM Men's E State – Aug 2 and 3, 2024 NM/WTX All State – Aug 2 and 3, 2024 | \$5,000.00 \$9,000.00 |
| 6 | Hobbs Juneteenth Committee Hobbs Juneteenth Freedom Festival June 14-16, 2024 | \$30,247.00 |
| 7 | Sheri's House of Hope, Inc. Hues of Hope Color Run –June 1, 2024 | \$22,000.00 |
| 8 | Hobbs Hispano Chamber Foundation Fiesta De Septiembre – Sept 7, 2024 | \$25,000.00 |
| 9 | City of Hobbs New Mexico Recreation and Parks Association 2024 State Conference Sept 17-20, 2024 | \$38,360.00 |
| 10 | Lea County Fairgrounds Hispanic Heritage Celebration Night – Aug 2, 2024 Faith and Family Night – Aug 7, 2024 | \$105,815.00 \$ 96,865.00 |
| 11 | EDC of Lea County FlyHobbs Marketing Campaign | \$200,000.00 |
| | TOTAL | \$599,435.85 |

Fiscal Impact:

Reviewed By: 
Finance Department

March 31, 2024 Estimated Cash Balance) for the Lodgers' Tax Fund is as follows:

| | | |
|---|----|------------|
| Security and Sanitation (15%) | \$ | 0.00 |
| Non-Profit/For Profit/Public Entity (20%) | \$ | 234,796.27 |
| City and County (40%) | \$ | 591,783.45 |
| Airline (25%) | \$ | 699,444.04 |

The 2024 adjusted budgeted lodgers' tax revenues are projected to be \$1,700,000.00.

Attachments:

Estimated Financial Report for March 31, 2024
Resolution
Requests

Legal Review:

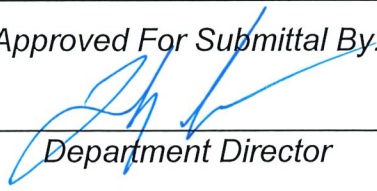
Approved As To Form: _____
City Attorney

Recommendation:

City staff recommends the following allocations:

| | | |
|--|----|--|
| Hobbs Chamber of Commerce Inc. | \$ | 20,227.75 |
| Hobbs Airfield Speedway | \$ | 3,145.00 |
| United Way of Lea County | \$ | 18,790.00 (two events at \$9,395.00) |
| Permian Basin USSSA | \$ | 24,986.10 |
| Hobbs USSSA | \$ | 14,000.00 (two events-\$5,000.00/\$9,000.00) |
| Hobbs Juneteenth Committee | \$ | 25,000.00 |
| Sheri's House of Hope, Inc. | \$ | 9,500.00 |
| Hobbs Hispano Chamber Foundation | \$ | 25,000.00 |
| City of Hobbs (NMRPA Conf) | \$ | 38,360.00 |
| Lea County Fairgrounds | \$ | 202,680.00 (two events-\$105,815.00/\$96,865.00) |
| EDC of Lea County – FlyHobbs Marketing | | <u>\$200,000.00</u> |
| TOTAL RECOMMENDED FUNDING | | <u>\$581,688.85</u> |

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. 7463

A RESOLUTION AUTHORIZING AN ALLOCATION OF
LODGERS' TAX FUNDS

WHEREAS, the Lodgers' Tax Advisory Board failed to make quorum on April 10th, 2024, the following entities are requesting lodgers' tax funding for future events:

| | Amount Requested | Lodgers' Tax Board Recommendation | City Commission Recommendation |
|---|---------------------|-----------------------------------|--------------------------------|
| Hobbs Chamber of Commerce, Inc. Hobbs August Nites – Aug 23-24, 2024 | \$20,227.75 | | \$ _____ |
| Hobbs Airfield Speedway Summer Melt-Down III – Aug 3, 2024 | \$ 3,145.00 | | \$ _____ |
| United Way of Lea County Turfs – Flag Bowl – June 8, 2024 | \$9,395.00 | | \$ _____ |
| Turfs –Wheelchair Games-June 29,2024 | \$9,395.00 | | \$ _____ |
| Permian Basin USSSA Last Chance for Rings- July 27-28, 2024 | \$24,986.10 | | \$ _____ |
| Hobbs USSSA NM Men's E State – Aug 2 and 3, 2024 | \$5,000.00 | | \$ _____ |
| NM/WTX All State – Aug 2 and 3 2024 | \$9,000.00 | | \$ _____ |
| Hobbs Juneteenth Committee Hobbs Juneteenth Freedom Festival June 14-16, 2024 | \$30,247.00 | | \$ _____ |
| Sheri's House of Hope, Inc. Hues of Hope Color Run –June 1, 2024 | \$22,000.00 | | \$ _____ |
| Hobbs Hispano Chamber Foundation Fiesta De Septiembre – Sept 7, 2024 | \$25,000.00 | | \$ _____ |
| City of Hobbs New Mexico Recreation and Parks Association 2024 State Conference Sept 17-20, 2024 | \$38,360.00 | | \$ _____ |
| Lea County Fairgrounds Hispanic Heritage Celebration Night – Aug 2, 2024 | \$105,815.00 | | \$ _____ |
| Faith and Family Night – Aug 7, 2024 | \$ 96,865.00 | | \$ _____ |
| EDC of Lea County FlyHobbs Marketing Campaign | \$200,000.00 | | \$ _____ |
| TOTAL | \$599,435.85 | | \$ _____ |

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.

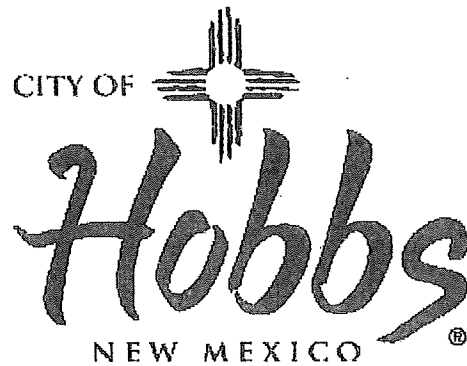
PASSED, ADOPTED AND APPROVED this 15th day of April, 2024.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

Lodgers' Tax Agenda



Chairperson

Jack Robertson

Members

Oscar Gonzalez
Thomas K. Wilson II
Lahcen Tigui
Terry Sowell



LODGERS' TAX BOARD

Regular Meeting Agenda

Date: Wednesday, April 10, 2024

Place: 200 E. Broadway, 1st Floor City Hall Annex, Hobbs, New Mexico

Time: 3:00 p.m.

*Jack Robertson, Chairperson
Tourist Industry Related*

*Lahcen Tigui
Lodging Industry Related*

*Thomas K. Wilson II
Lodging Industry Related*

*Oscar Gonzalez
Member-At-Large*

*Terry Sowell
Tourist Industry Related*

-
1. **Call to Order**
 2. **Roll Call**
 3. **Pledge of Allegiance**
 4. **Approval of Minutes:** January 10, 2024
 5. **Communications from Citizens** (3-minute limit per citizen)
 6. **Discussion/Updates:**
 - a. Financial Report (*Toby Spears, Finance Director*)

7. Action Items

- a. Hobbs Airfield Speedway
Summer Melt-Down III (\$3,145.00)
August 3, 2024

- b. Hobbs USSSA
NM Mens E State (\$5,000.00)
August 2nd and 3, 2024
NM/WTX All State (\$9,000.00)
August 2nd and 3, 2024

- c. Permian Basin USSSA
Last Chance for Rings (\$24,986.10)
July 27 and 28, 2024

- d. Sheri's House of Hope, Inc.
Hues of Hope Color Run (\$22,000.00)
June 1, 2024

- e. City of Hobbs
New Mexico Recreation and Parks Association 2024 State Conference
(\$38,360.00)
September 17 through 20, 2024

- f. Hobbs Juneteenth Committee
Hobbs Juneteenth Freedom Festival (\$30,247.00)
June 14, 2024 through 16, 2024

- g. Lea County Fairgrounds
2024 "Hispanic Heritage Celebration Night" (\$105,815.00)
August 2, 2024
2024 "Faith & Family Night" (\$96,865.00)
August 7, 2024

- h. Hobbs Chamber of Commerce, Inc.
Hobbs August Nites (\$20,227.75)
August 23 and 24, 2024

- i. United Way of Lea County
Turfs – Flag Bowl (\$9,395.00)
June 8, 2024
Turfs – Wheelchair Games (\$9,395.00)
June 29, 2024

- j. Hobbs Hispano Chamber Foundation
Hobbs Hispano Chamber of Commerce (\$25,000.00)
September 7, 2024

- k. EDC of Lea County
FlyHobbs Marketing Campaign (\$200,000.00)
July 1, 2024 through June 30, 2025

8. Event Summaries

9. Adjournment

The City will make every effort to provide reasonable accommodations for people with disabilities who wish to attend a public meeting. Please notify the City at least 24 hours before the meeting by calling 575-397-9208.

Notice is hereby given that a quorum of the Hobbs City Commission may be in attendance at City Advisory Board meetings.

**Next Meeting Date:
Wednesday, July 10, 2024, at 3:00 p.m.**

Minutes of the regular meeting of the Lodgers' Tax Board held on Wednesday, January 10th, 2024, at 3:00 p.m. in the City Commission Chamber, 200 East Broadway, 1st Floor Annex, Hobbs, New Mexico.

Chairperson Jack Robertson called the meeting to order. The following members were present:

Jack Robertson
Oscar Gonzalez
Lahcen Tigui

Absent: Thomas K. Wilson II
Terry Sowell

Also Present: Toby Spears, Finance Director
Amelia Maldonado, Deputy City Clerk
Rose Galavez, Asst Deputy City Clerk
Meghan Mooney, Communications Director
Chad Littlejohn, Marketing Coordinator
10 Citizens

Pledge of Allegiance

Chairperson Jack Robertson led the Pledge of Allegiance.

Approval of Minutes

Mr. Oscar Gonzalez moved that the minutes of the meeting held October 18, 2023, be approved as presented. Mr. Lahcen Tigui, seconded the motion and the vote was recorded as follows: Robertson yes, Gonzalez yes, Tigui yes. The motion carried.

Financial Report

Mr. Toby Spears, Finance Director, presented the revenue report and explained the funding cycle and the annual/monthly collection for the Lodgers' Tax fund. He stated the ending balances as of December 31, 2023, are as follows:

| | |
|--|-----------------|
| Ending Cash Balance | \$ 1,283,436.43 |
| Year to Date Revenue | \$ 906,858.35 |
| Year to Date Expenditures | \$ 706,819.17 |
| Available for Profit, Non-Profit & Public Entities | \$ 186,679.24 |
| Available for Local Government (City and County) | \$ 433,337.70 |
| Available for Airline Subsidy | \$ 600,753.26 |

Request for Funding

Presentations were made by the following organizations and recommendations were made by the Board as follows:

New Mexico Junior College - Athletics

2024 NJCAA Men's Division 1 National Golf Championship

May 14 through 17, 2024

Original Request: \$10,500.00

Board Recommendation to Commission: \$10,500.00

Mr. Deron Clark, Director of Athletics and Ms. Kayla Weaver, Assistant Director of Athletics presented the request for the NJCAA Men's Division 1 National Golf Championship in the amount of \$10,500.00. The funds will be used for apparel, gifts for the participant and the NJCAA guarantee.

Mr. Gonzalez moved that funding in the amount of \$10,500.00 be forwarded to the Hobbs City Commission for consideration. Mr. Jack Robertson seconded the motion and the vote was recorded as follows: Gonzalez yes, Tigui yes, Robertson yes. The motion carried.

Hobbs Airfield Speedway

Flashlight Cash Days with Limpy

March 9, 2024

Original Request: \$3,145.00

Board Approved: \$3,145.00

Summer Banger with BJ Da Flagman

May 10 and 11, 2024

Original Request: \$3,145.00

Board Approved: \$3,145.00

Mr. Jamal R. Awwad, representative for Hobbs Airfield Speedway, presented the request for funding for the Flashlight Cash Days with Limpy, in the amount of \$3,145.00. He explained the funding requested will be used for radio advertising and for professional performance fees of Chris Collin (Limpy).

Mr. Awwad, presented the request for funding for the Summer Banger with BJ Da Flagman, in the amount of \$3,145.00. He explained the funding requested will be used for radio advertising and for professional performance fees of BJ Da Flagman.

Mr. Gonzalez moved that funding be approved in the total amount of \$6,290.00. Mr. Tigui seconded the motion and the vote was recorded as follows: Gonzalez yes, Tigui yes, Robertson yes. The motion carried.

United Way of Lea County

Reading Under the Lights

April 26, 2024

Original Request: \$8,225.00

Board Recommendation to Commission: \$8,225.00

Mr. Becca Titus, representative for United Way of Lea County, presented the request for funding of the Reading Under the Lights in the amount of \$8,225.00. Ms. Titus stated the funds will be used for advertising and marketing.

Mr. Gonzalez moved that funding in the amount of \$8,225.00 be forwarded to the Hobbs City Commission for consideration. Mr. Robertson seconded the motion and the vote was recorded as follows: Gonzalez yes, Tigui yes, Robertson yes. The motion carried.

Permian Basin USSSA

King of the Turf

March 9 and 10, 2024

Original Request: \$24,964.80

Board Recommendation to Commission: \$24,964.80

Baseball Moms are the Best

May 11 and 12, 2024

Original Request: \$24,964.80

Board Recommendation to Commission: \$24,964.80

Mr. Tommy E. Hawkins, representative for Permian Basin USSSA, presented the request for funding for the King of the Turf Tournament in the amount of \$24,964.80. He explained the funding requested will be used for radio advertising, promotional items and awards for the teams.

Mr. Hawkins also presented the request for funding for the Baseball Moms are the Best Tournament in the amount of \$24,964.80. He explained the funding requested will be used for radio advertising, promotional items and awards for the teams.

Mr. Gonzalez moved that funding in the amount of \$24,964.80 for the King of the Turf Tournament and the funding in the amount of \$24,964.80 for the Baseball Moms are the Best Tournament be forwarded to the Acc for consideration. Mr. Robertson seconded the motion and the vote was recorded as follows: Gonzalez yes, Tigui yes, Robertson yes. The motion carried.

Hobbs USSSA

Blind as a Bat

March 16 and 17, 2024

Original Request: \$3,000.00

Board Recommendation to Commission: \$3,000.00

Hobbs SuperSlam NIT

April 26 through 28, 2024

Original Request: \$9,000.00

Board Recommendation to Commission: \$9,000.00

Jewelz on the Turf NIT MVP Event
May 24 through 26, 2024
Original Request: \$9,000.00
Board Recommendation to Commission: \$9,000.00
JB Memorial 1 Pitch
May 27, 2024
Original Request: \$2,500.00
Board Recommendation to Commission: \$2,500.00

Ms. Julie Rodriguez, representative for Hobbs USSSA, presented the requests for funding for the Blind as a Bat Tournament, in the amount of \$3,000.00, Hobbs SuperSlam NIT, in the amount of \$9,000.00, Jewelz on the Turf NIT MVP Event, in the amount of \$9,000.00 and JB Memorial 1 Pitch Tournament, in the amount of \$2,500.00. She explained the funding requested will be used for sanction fees, umpires and staff lodging.

Mr. Gonzalez moved that funding in the total amount of \$23,500.00 be forwarded to the Hobbs City Commission for consideration. Mr. Robertson seconded the motion and the vote was recorded as follows: Gonzalez yes, Tigui yes, Robertson yes. The motion carried.

City of Hobbs
Hobbs Downtown Slam and Jam – Gus Macker
April 20 and 21, 2024
Original Request: \$17,218.00
Board Recommendation to Commission: \$17,218.00

Ms. Paula Drake, representative for City of Hobbs, presented the request for funding for the Hobbs Downtown Slam and Jam – Gus Macker, in the amount of \$17,218.00. Ms. Drake stated the event would be held in honor of Mr. Michael Clampitt. The funding for this event would be used for posters, player shirts and radio advertising.

Mr. Gonzalez moved that funding in the amount of \$17,218.00 be forwarded to the Hobbs City Commission for consideration of Hobbs Downtown Slam and Jam – Gus Macker. Mr. Tigui seconded the motion and the vote was recorded as follows: Gonzalez yes, Tigui yes, Robertson yes. The motion carried.

Event Summary

Mr. Gonzalez stated the Mariachi Christmas event was held the second week of December and was a success. The event held approximately 1000 students in the daytime show and 1000 citizens at the evening show.

Adjournment

There being no further business or comments, Mr. Gonzalez moved that the meeting adjourn. Mr. Robertson seconded the motion and the vote was recorded as follows: Gonzalez yes, Tigui yes, Robertson yes. The motion carried and the meeting adjourned at 3:55 p.m.

Chairperson

Finance Report

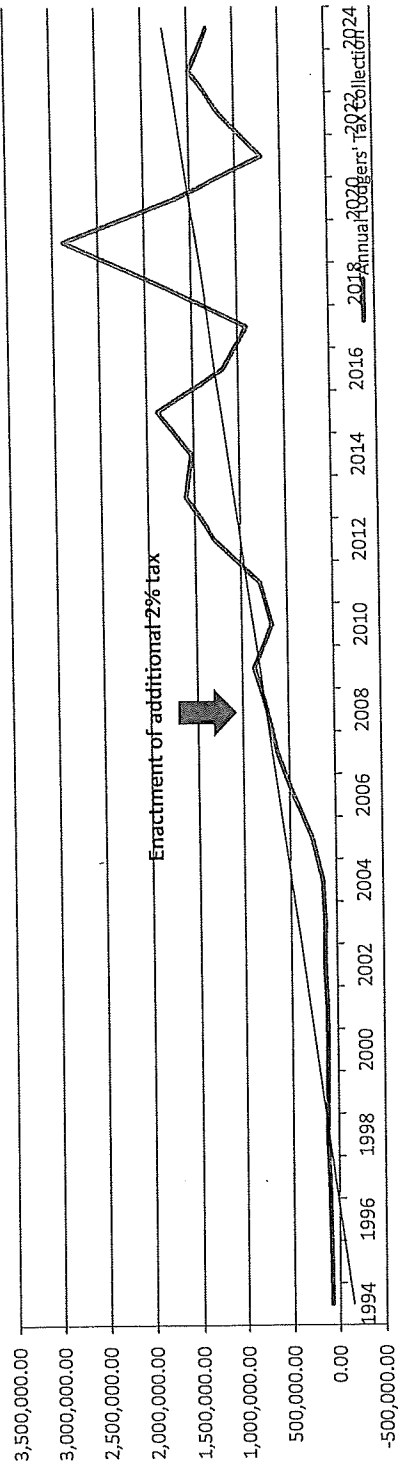
CITY OF HOBBS LODGERS' TAX REPORT

March 31, 2024

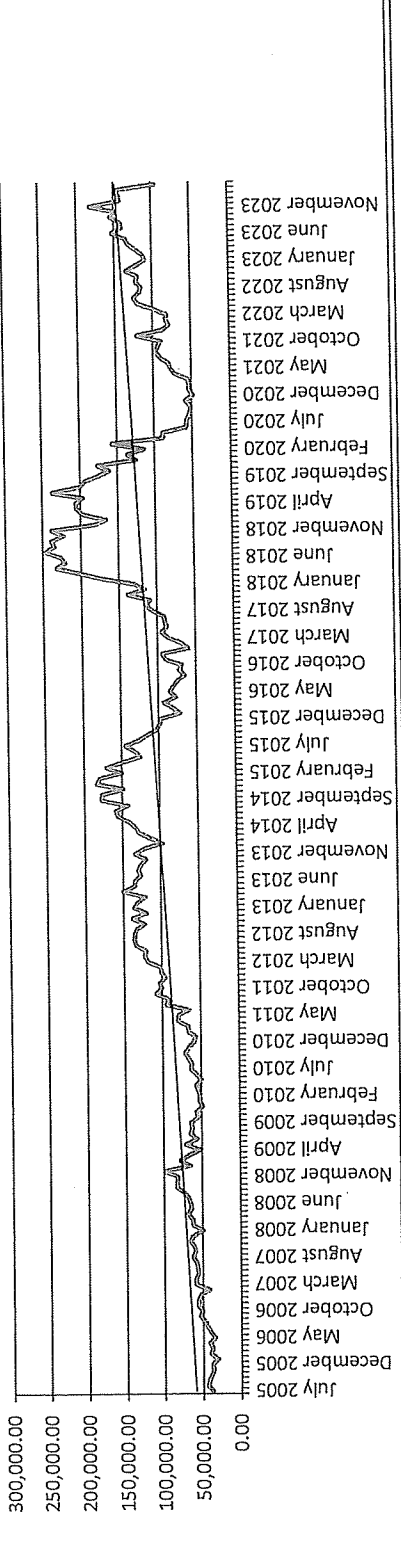
| Month | RECEIPTS | | EXPENDITURES | | NET CHANGE | | Cash Balance |
|----------------|-----------------------|--------------|-----------------------|--------------------|--------------|--------------|--------------|
| | Gross Taxable Revenue | Lodgers' Tax | Contract for Services | Advert & Promotion | For Month | YTD | |
| 239999- | | | | | | | |
| Month | | 710,404.36 | TOTAL | TOTAL | | | |
| FY 2021 | 1,184,148.04 | | 90,129.01 | | 90,129.01 | 90,129.01 | 1,274,277.05 |
| CASH BALANCE | 1,801,674.20 | | 45.30 | 25,355.08 | 70,487.07 | 160,616.08 | 1,344,764.12 |
| July 2021 | 1,915,939.00 | | 95,842.15 | 222,127.13 | (128,641.15) | 31,974.93 | 1,216,122.97 |
| August 2021 | 1,868,698.40 | | 51.06 | 93,485.98 | 51,709.00 | 69,312.17 | 1,253,460.21 |
| September 2021 | 1,780,151.80 | | 38.65 | 89,046.24 | 121,518.85 | 190,831.02 | 1,374,979.06 |
| October 2021 | 2,429,424.60 | | 47.62 | 121,518.85 | 305,240.26 | (27,079.87) | 1,157,068.17 |
| November 2021 | 1,744,695.80 | | 96.08 | 87,329.37 | 604,431.47 | | |
| December 2021 | 11,540,553.80 | | 323.91 | 577,351.60 | 15,947.15 | 62,983.92 | 1,220,052.09 |
| SUBTOTAL | 1,577,475.40 | | 57.30 | 78,931.07 | 0.00 | 82,790.72 | 1,302,842.81 |
| January 2022 | 1,654,709.20 | | 55.26 | 82,790.72 | 0.00 | 238,017.82 | 1,064,824.99 |
| February 2022 | 1,627,879.20 | | 59.05 | 81,453.01 | 319,470.83 | 78,943.79 | 1,143,768.78 |
| March 2022 | 1,977,060.60 | | 90.76 | 98,943.79 | 20,000.00 | 120,353.09 | 1,264,121.87 |
| April 2022 | 2,402,337.40 | | 236.22 | 120,353.09 | 302,631.99 | -177,186.30 | 1,086,935.57 |
| May 2022 | 2,498,604.00 | | 515.49 | 125,445.69 | 658,049.97 | | |
| June 2022 | 11,738,065.80 | | 1,014.08 | 587,917.37 | 1,262,481.44 | 99,209.81 | 1,186,145.38 |
| SUBTOTAL | 1,086,935.57 | | 1,163,930.98 | 18,764.47 | 29,039.50 | 128,249.31 | 1,215,184.88 |
| CASH BALANCE | 2,344,993.40 | | 724.61 | 117,974.28 | 87,372.03 | 2,289.13 | 1,089,224.70 |
| July 2022 | 2,301,976.00 | | 1,312.73 | 116,411.53 | 249,365.79 | 123,277.54 | 1,210,213.11 |
| August 2022 | 2,432,846.20 | | 1,763.30 | 123,405.61 | 192,300.35 | (55,291.25) | 1,154,921.86 |
| September 2022 | 2,381,193.20 | | 1,928.75 | 120,988.41 | 316,325.61 | (124,028.46) | 962,907.11 |
| October 2022 | 2,688,695.60 | | 2,574.32 | 137,009.10 | 864,128.25 | 76,917.68 | 1,039,824.79 |
| November 2022 | 2,419,647.60 | | 3,328.48 | 124,310.86 | 35,371.75 | 62,130.91 | 1,101,955.70 |
| December 2022 | 14,569,352.00 | | 11,632.19 | 740,099.79 | 53,799.13 | -90,886.67 | 1,011,069.03 |
| SUBTOTAL | 2,182,112.60 | | 3,183.80 | 112,289.43 | 216,175.23 | 62,673.87 | 1,073,742.90 |
| January 2023 | 2,242,822.80 | | 3,788.90 | 115,930.04 | 72,615.52 | 118,402.49 | 1,192,145.39 |
| February 2023 | 2,432,360.40 | | 3,670.54 | 125,288.56 | 20,835.92 | -129,490.87 | 1,062,654.52 |
| March 2023 | 2,628,350.20 | | 3,871.88 | 135,289.39 | 286,912.69 | | |
| April 2023 | 2,699,091.00 | | 4,283.86 | 139,238.41 | 685,710.24 | 114,899.39 | 1,177,553.91 |
| May 2023 | 3,048,922.00 | | 4,975.72 | 157,421.82 | 29,856.26 | (6,306.02) | 1,171,247.89 |
| June 2023 | 15,233,659.00 | | 23,774.70 | 785,457.65 | 153,485.80 | 150,039.02 | 1,212,693.54 |
| SUBTOTAL | 1,490,150.55 | | 5,130.83 | 144,755.65 | 119,222.82 | 244,568.70 | 1,307,223.22 |
| CASH BALANCE | 2,792,496.40 | | 5,783.05 | 147,179.78 | 59,931.87 | (41,008.04) | 1,266,215.18 |
| July 2023 | 2,827,934.60 | | 6,184.04 | 160,668.47 | 228,749.12 | 33,425.87 | 1,299,641.05 |
| August 2023 | 3,089,688.60 | | 6,185.97 | 154,461.55 | 115,573.30 | 130,775.45 | 1,430,416.50 |
| September 2023 | 2,965,511.60 | | 7,004.17 | 187,741.08 | 706,819.17 | 76,097.91 | 1,506,514.41 |
| October 2023 | 3,614,738.20 | | 6,659.29 | 148,999.17 | 18,885.79 | 15,473.08 | 1,521,987.49 |
| November 2023 | 2,846,797.60 | | 36,947.35 | 943,805.70 | 79,129.11 | 0.00 | 1,521,987.49 |
| December 2023 | 18,137,167.00 | | 6,873.91 | 149,661.24 | 78,981.40 | 0.00 | 1,521,987.49 |
| SUBTOTAL | 2,855,746.60 | | 7,251.02 | 155,227.02 | 0.00 | 0.00 | 1,521,987.49 |
| January 2024 | 2,959,520.00 | | 94,454.48 | 94,454.48 | 0.00 | 0.00 | 1,521,987.49 |
| February 2024 | 1,889,089.60 | | 0.00 | 0.00 | 0.00 | 0.00 | 1,521,987.49 |
| March 2024 | 0.00 | | 0.00 | 0.00 | 0.00 | 0.00 | 1,521,987.49 |
| April 2024 | 0.00 | | 0.00 | 0.00 | 0.00 | 0.00 | 1,521,987.49 |
| May 2024 | 0.00 | | 0.00 | 0.00 | 0.00 | 0.00 | 1,521,987.49 |
| June 2024 | 7,704,356.20 | | 14,124.93 | 399,342.74 | 176,996.30 | 0.00 | 1,521,987.49 |
| SUBTOTAL | 1,521,987.49 | | 51,072.28 | 1,343,148.44 | 883,815.47 | 176,996.30 | 1,521,987.49 |
| CASH BALANCE | | | | | | | |

| CITY OF HOBBS LODGERS' TAX PROGRAM | | | | | |
|--|---|------------|------------|---------------------------|-------------------|
| 3/31/2024 | | | | | |
| | AWARD | | | | ACTUAL |
| | PROJECT | DATE | AMOUNT | EXPENSE | GRANT |
| 3/31/2024 | CASH BALANCE | | | | 1,521,987.49 |
| 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 Champio | 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 | 11,500.00 | 0.00 |
| 22402389 | Hobbs USSSA - JB Memorial | 4-12-23 | 12,500.00 | 12,500.00 | 0.00 |
| 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 - Americana! | 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 | 20,121.74 | 2,628.26 |
| 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 | 23,487.26 | 1,512.74 |
| 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 |
| | New Mexico Junior College - NJCAA 2024 Golf Champion | 1-10-2024 | 10,500.00 | 0.00 | 10,500.00 |
| | Hobbs Airfield Speedway - March 9 and May 10 11 | 1-10-2024 | 6,290.00 | 0.00 | 6,290.00 |
| | United Way of Lea County - Reading under the Lights | 1-10-2024 | 8,225.00 | 0.00 | 8,225.00 |
| | Permian Basin USSSA - March 9 & 10 King Turf | 1-10-2024 | 24,964.80 | 0.00 | 24,964.80 |
| | Permian Basin USSSA - May 11 and 12th- Moms R Best | 1-10-2024 | 24,964.80 | 0.00 | 24,964.80 |
| | Hobbs USSSA - March 16 17, April 26, 27, May 24, 26, May 27 | 1-10-2024 | 23,500.00 | 0.00 | 23,500.00 |
| | TOTAL REMAINING ALLOCATION FOR PROFIT, NON-PROFIT AND PUBLIC EN | | 179,693.38 | | 219,265.14 |
| Add: | 20% Monthly Tax Revenue (starting April 1st, 2013) | | | | 258,415.23 |
| | Cash Available for Allocation | | | | 234,796.27 |
| 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 | 8,879.25 | 90,770.75 |
| | City of Hobbs Gus Macker | 1-10-2024 | 17,218.00 | 8,879.25 | 8,338.75 |
| | TOTAL REMAINING ALLOCATION FOR LOCAL GOVERNMENT | | 514,631.00 | 99,000.65 | 415,630.35 |
| Add: | 40% Monthly Tax Revenue (starting April 1st, 2013) | | | | 516,830.46 |
| | Cash Available for Allocation | | | | 591,783.45 |
| Beginning Cash Available for Fire, EMS, Sanitation (15%) | | | | | |
| | TOTAL REMAINING ALLOCATION FOR CITY OF HOBBS POLICE AND FIRE | | 195,000.00 | 192,379.64 | 2,620.36 |
| Add: | 15% Monthly Tax Revenue (starting April 1st, 2013) | | | 192,379.64 | 193,811.42 |
| | Cash Available for Allocation | | | | 191,191.06 |
| Beginning Cash Available for Airline subsidy (25%) | | | | | 376,425.00 |
| 24-01 | EDC - MARKETING of Airline 2024 | 4-12-23 | 200,000.00 | 149,391.73 | 50,608.27 |
| 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) | | | | 323,019.04 |
| | TOTAL REMAINING ALLOCATION FOR AIRLINE SUBSIDY | | | | |
| | Cash Available for Allocation | | | | 699,444.04 |
| | TOTAL EXPENDITURES | | | | |
| | | | | TOTAL ACTIVE EXPENDITURES | |

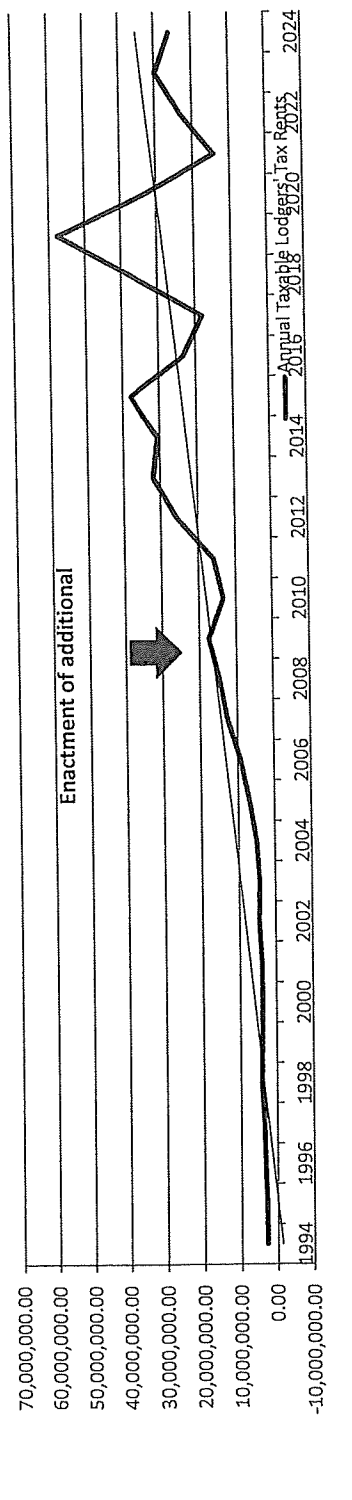
Annual Lodgers' Tax Collection



Monthly Lodgers' Tax Collection

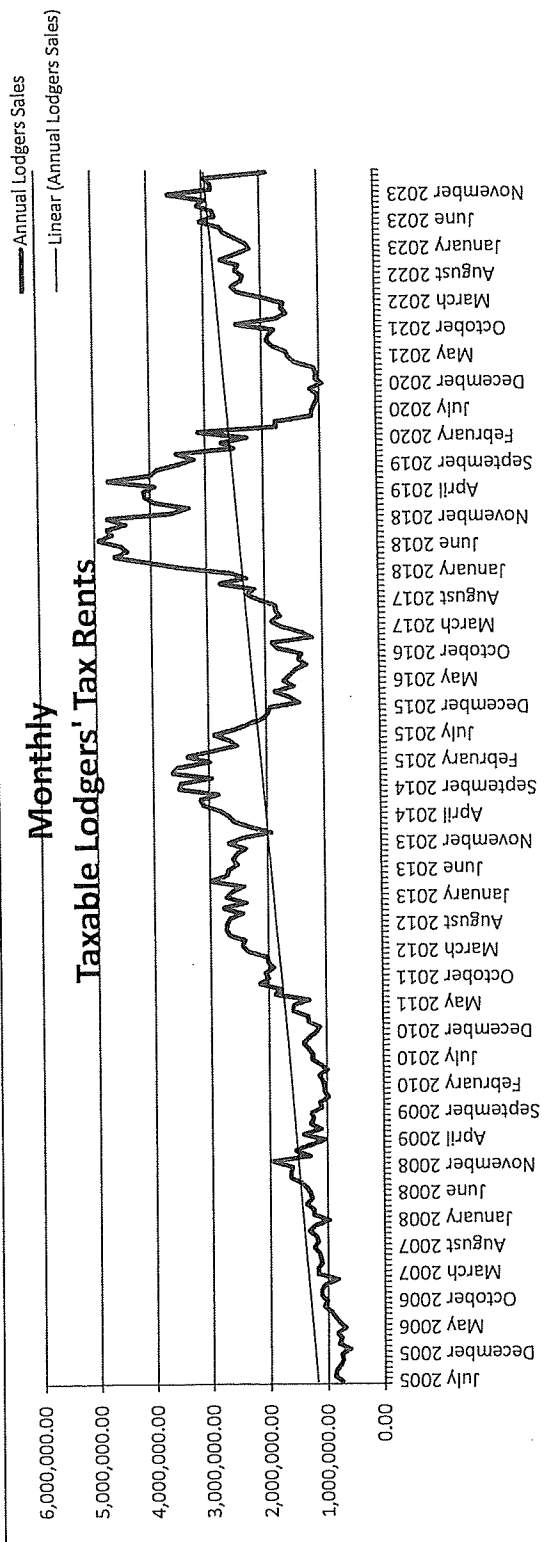


Annual Taxable Lodgers' Tax Rents



Monthly

Taxable Lodgers' Tax Rents



Hobbs Airfield Speedway

RECEIVED

MAR 27 2024

OFFICE OF THE CITY CLERK
HOBBS, NEW MEXICO



City of Hobbs
Annual Funding Guidelines
Lodgers' Tax Requests for Proposal (RFP)
from 05/01/2012 - 06/30/2013

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 |
| Advertising/Promotion | Website Costs |
| Sanitation | Real Property |
| Public Safety | Tangible Property |

- 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 1, 2012. (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. When each event is completed, a report must be submitted to the City of Hobbs within sixty (60) days following the event which includes the number in attendance, the number of overnight stays and the actual revenue and expenditures. This follow-up report will be considered with future requests. Funds associated with the event that are not requested for reimbursement within 60 days after the event will revert back to the City of Hobbs Lodgers' Tax Fund. Expenses will NOT be reimbursed after 60 days.
- 6. In addition to the above listed criteria, organizations requesting funding must provide - where applicable - 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 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.

Tamara Arwood
Representative

Hobbs Airfield Speedway
Name of Organization

3-27-24
date

Received at City Hall: _____
(date and time)

Request for Lodgers' Tax Assistance

Contact Information

| | |
|-----------------|-------------------------|
| Organization | Hobbs Airfield Speedway |
| Name of Contact | Jamal R. Awwad |
| Address | 529 W. Gold Ave. |
| City, State Zip | Hobbs, NM 88240 |
| Phone#/Fax# | 575-631-5099 |
| email | Saturdays312@Xahdd.com |

Event Budget

| | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|--|---------------------------------|----------------------|---------|---------|---------|---------|--------|
| Income | Sponsorships | | | | | | - |
| | Sales | 8500 | | | | | 8500 - |
| | Donations | | | | | | - |
| | Prior Year Carryover | | | | | | - |
| | Other (please explain) | | | | | | 8500 - |
| | Total Income | | - | - | - | - | - |
| | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
| EXPENSE (NON- LODGERS' TAX) | Cost of Sales Items | 2,200. ⁰⁰ | | | | | 2200 - |
| | Cost of Awards | 6,000. ⁰⁰ | | | | | 6000 - |
| | Building/Booth Rent | | | | | | - |
| | Advertising | | | | | | - |
| | Printing & Mailing | | | | | | - |
| | Print Media | | | | | | - |
| | Electronic Media | | | | | | - |
| | Misc. (Please explain) | | | | | | - |
| | Total NON- LODGERS' Exp. | 8200 - ⁰⁰ | - | - | - | - | - |

NON -
LODGERS'
TAX

Lodgers' Tax Budget Summary

| | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|--|----------|---------|---------|---------|---------|---------|--------|
| Printing | | - | - | - | - | - | - |
| Print Media | | - | - | - | - | - | - |
| Electronic Media | (Radio) | 645 - | - | - | - | - | 645 - |
| Other | (Talent) | 2500 - | - | - | - | - | 2500 - |
| TOTAL LODGERS' TAX REQ. SUMMARY | | 3145 - | - | - | - | - | 3145 - |

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: Summer Melt-down IFA
 Date: August 3rd 2024
 Location: 5333 N. A Street Hobbs NM 88240
 Description: No prep Race from the starting line with pro Tree. Daily Driver, True Street, Small Tire, Tailgate-RWYB - Jr. Dragsters

Expected Attendance: 600-700 # of Overnights: 125
 Is this an annual event? Yes Is this a new event? No

PRINTING

| | Posters (save-the-date) | | | Flyers Tickets | Total | | |
|----------|-------------------------|----------|-------|-------------------|-------|----------|-------|
| | Cost | Quantity | Total | | Cost | Quantity | Total |
| Programs | | | - | | | 0.00 | |
| | | | - | | | - | |
| | SUBTOTAL | | | | - | | |
| Mailings | | | - | | | - | |
| | 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 | | |
| | <u>W105</u> | <u>1 month</u> | <u>645</u> | <u>645</u> |
| | | | | - |
| Television | | | | - |
| | | | | - |
| Social Media | | | | - |
| | | | | - |
| | | | TOTAL ELECTR. MEDIA | <u>645</u> |

OTHER EXPENSE

| | Name | # of item | Cost | Total |
|--|----------------------|-----------|---------------------|-------------|
| Professional Performance Fees | <u>Cory Escobedo</u> | | <u>2500</u> | <u>2500</u> |
| Sound and Lighting Costs | | | | - |
| Sanction Fees | | | | - |
| Promotional Items (eg: tshirts, rings, etc.) | | | | - |
| Other: (please list) | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | TOTAL OTHER EXPENSE | <u>2500</u> |

TOTAL REQUEST FOR EVENT 1 3,145.00

Instructions: Please complete all areas of PINK that apply.

Hobbs
USSSA



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

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

 Julie Rodriguez
 Representative

 Hobbs USSSA
 Name of Organization

 3/29/2024
 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

| Income | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|------------------------|--|--------------|-----------|---------|---------|---------|-----------|
| | | Sponsorships | | | | | |
| Sales | | 13,000.00 | 30,000.00 | | | | 43,000.00 |
| Donations | | | | | | | - |
| Prior Year Carryover | | | | | | | - |
| Other (please explain) | | | | | | | - |
| Total Income | | 13,000.00 | 30,000.00 | - | - | - | 43,000.00 |

| EXPENSE (NON- LODGERS' TAX | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|-------------------------------------|------------------------------------|---------------------|-----------|---------|---------|---------|-----------|
| | | Cost of Sales Items | | | | | |
| Cost of Awards | | 1,000.00 | 4,000.00 | | | | 5,000.00 |
| Building/Booth Rent | | | | | | | - |
| Advertising | | | | | | | - |
| Printing & Mailing | | | | | | | - |
| Print Media | | | | | | | - |
| Electronic Media | | | | | | | - |
| Misc. (Please explain) | Umpires ,UIC and Staff | 6,390.00 | 10,000.00 | | | | 16,390.00 |
| | Umpires and Staff Lodging and food | 3,000.00 | 6,500.00 | | | | 9,500.00 |
| | Sanction Fees | 2,500.00 | 9,000.00 | | | | 11,500.00 |
| Total NON- LODGERS' Exp. | | 12,890.00 | 29,500.00 | - | - | - | 42,390.00 |

NON -
LODGERS'
TAX

Lodgers' Tax Budget Summary

| | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|--|----------|----------|---------|---------|---------|-----------|
| Printing | - | - | - | - | - | - |
| Print Media | - | - | - | - | - | - |
| Electronic Media | - | - | - | - | - | - |
| Other | 5,000.00 | 9,000.00 | - | - | - | 14,000.00 |
| TOTAL LODGERS' TAX REQ. SUMMARY | 5,000.00 | 9,000.00 | - | - | - | 14,000.00 |

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 | NM Mens E State |
| Date | August 2-3 |
| Location | Ziaplex |
| Description | USSSA Slowpitch State Qualifier |

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

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

| 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 | USSSA Sanction Fees | 1 | 5,000.00 | 5,000.00 |
| Promotional Items (eg: tshirts, rings, etc.) | USSSA Rings | | | - |
| Other: (please list) | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| TOTAL OTHER EXPENSE | | | | 5,000.00 |

| | |
|----------------------------------|-----------------|
| TOTAL REQUEST FOR EVENT 1 | 5,000.00 |
|----------------------------------|-----------------|

Instructions: Please complete all areas of PINK that apply.

Lodgers' Tax Budget - Event Number 2

Event Information

| | |
|---------------|--|
| Name of Event | NM/WTX ALL STATE |
| Date | August 2-3 |
| Location | Veteran Memorial Complex |
| Description | USSSA All State is a special event where teams are formed from players selected from several MVP events. Players from all over NM/WTX come to compete to see who is the best of both states combined . |

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

PRINTING

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

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 | | | | - |
| | | | | - |
| Social Media | | | | - |
| | | | | - |
| TOTAL ELECTR. MEDIA | | | | - |

OTHER EXPENSE

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

TOTAL REQUEST FOR EVENT 2

9,000.00

Instructions: Please complete all areas of PINK that apply.

Permian Basin
USSSA



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

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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.**

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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.

Tommy E Hawkins
 Representative

Permian Basin USSSA
 Name of Organization

3/29/2024
 date

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

| | |
|-----------------|---|
| Organization | PERMIAN BASIN USSSA |
| Name of Contact | Tommy E Hawkins |
| Address | 4487 Hackberry Ct. |
| City, State Zip | Midland, TX 79707 |
| Phone#/Fax# | office 432-520-9100/ cell 432-557-3229 |
| email | tommy.hawkins@wtusssa.com |

Event Budget

| | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|-------------------------------------|------------------------|--------------------------------------|---------|---------|---------|-----------|-----------|
| Income | Sponsorships | | | | | | - |
| | ENTRY FEES | 56,250.00 | | | | | 56,250.00 |
| | Donations | | | | | | - |
| | Prior Year Carryover | | | | | | - |
| | Other (please explain) | | | | | | - |
| | Total Income | 56,250.00 | - | - | - | - | 56,250.00 |
| | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
| EXPENSE (NON- LODGERS' TAX | Cost of Sales Items | | | | | | - |
| | Cost of Awards | | | | | | - |
| | Building/Booth Rent | | | | | | - |
| | Advertising | | | | | | - |
| | Printing & Mailing | | | | | | - |
| | Print Media | | | | | | - |
| | Electronic Media | | | | | | - |
| | Misc. (Please explain) | UMPIRES, UIC STAFF \$42,250 | | | | | 42,250.00 |
| | | UMPIRES ROOMS AND FOOD \$8,500.00 | | | | | 8,500.00 |
| | | BASEBALL STAFF \$4,000.00 | | | | | 4,000.00 |
| Total NON- LODGERS' Exp. | 54,750.00 | - | - | - | - | 54,750.00 | |

NON -
LODGERS'
TAX

Lodgers' Tax Budget Summary

| | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|--|-----------|---------|---------|---------|---------|-----------|
| Printing | - | - | - | - | - | - |
| Print Media | - | - | - | - | - | - |
| Electronic Media | - | - | - | - | - | - |
| Other | 24,986.10 | - | - | - | - | 24,986.10 |
| TOTAL LODGERS' TAX REQ. SUMMARY | 24,986.10 | - | - | - | - | 24,986.10 |

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 | LAST CHANCE FOR RINGS |
| Date | July 27/28, 2024 |
| Location | VETERANS MEMORIAL PARK/ ZIA / JEFFERSON PARK |
| Description | USSSA BASEBALL TOURNAMENTS FOR 7U THRU 14U |

| | | | |
|--------------------------|------------|----------------------|--|
| Expected Attendance | | # of Overnighters | |
| Is this an annual event? | YES | Is this a new event? | |

PRINTING

| | Cost | Quantity | Total | | Cost | Quantity | Total |
|----------|-------------------------|----------|-------|--|-----------------------------|-------------------|-------|
| | Posters (save-the-date) | | | | - | Flyers Tickets | |
| Programs | | | - | | | | - |
| | | | - | | | | - |
| | 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 | | | | - |
| Sound and Lighting Costs | | | | - |
| Sanction Fees | NATIONAL AND STATE SANCTION FEES | 1 | \$7,500.00 | 7,500.00 |
| Promotional Items (eg: tshirts, rings, etc.) | HOBBS CVB RINGS | 384 | \$15.95 | 6,124.80 |
| | Hobbs CVB BASEBALLS/ DZ PER TEAM | 90 | \$54.57 | 4,911.30 |
| Other: (please list) | BANNERS AWARDS FIRST/SECOND | 56 | \$30.00 | 1,680.00 |
| | MVP GAME MEDALS | 900 | \$3.50 | 3,150.00 |
| | COACHES HOBBS CVB GIFTS | 180 | \$9.00 | 1,620.00 |
| | | | | - |
| | | | | - |
| | | | | - |
| TOTAL OTHER EXPENSE | | | | 24,986.10 |

TOTAL REQUEST FOR EVENT 1

24,986.10

Instructions: Please complete all areas of PINK that apply.

Sheri's House
of
Hope, Inc.



City of Hobbs
Annual Funding Guidelines
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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.

Lorena Chavarria
 Representative

Sheri's House of Hope, Inc.
 Name of Organization

03/28/2024
 date

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

| | |
|-----------------|-----------------------------|
| Organization | Sheri's House of Hope, Inc. |
| Name of Contact | Lorena Chavarria |
| Address | 800 N. Turner |
| City, State Zip | Hobbs, NM 88240 |
| Phone#/Fax# | 575-263-7321 |
| email | director@sherishoh.org |

Event Budget

| Income | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|------------------------|------------------|----------|---------|---------|---------|---------|------------------|
| | Sponsorships | 2,000.00 | | | | | |
| Sales | 8,750.00 | | | | | | 8,750.00 |
| Donations | | | | | | | - |
| Prior Year Carryover | - | | | | | | - |
| Other (please explain) | | | | | | | - |
| Total Income | 10,750.00 | - | - | - | - | - | 10,750.00 |

| EXPENSE (NON- LODGERS' TAX | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|---|---------------------|---------|---------|---------|---------|---------|-----------------|
| | Cost of Sales Items | - | | | | | |
| Cost of Awards | - | | | | | | - |
| Building/Booth Rent | - | | | | | | - |
| Advertising | - | | | | | | - |
| Printing & Mailing | - | | | | | | - |
| Print Media | - | | | | | | - |
| Electronic Media | - | | | | | | - |
| Misc. Event Materials - Color (Please explain) | 5,000.00 | | | | | | 5,000.00 |
| Event Insurance | 140.00 | | | | | | 140.00 |
| | | | | | | | - |
| Total NON- LODGERS' Exp. | 5,140.00 | - | - | - | - | - | 5,140.00 |

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 | 4,250.00 | - | - | - | - | 4,250.00 |
| Electronic Media | 1,000.00 | - | - | - | - | 1,000.00 |
| Other | 16,250.00 | - | - | - | - | 16,250.00 |
| TOTAL LODGERS' TAX REQ. SUMMARY | | - | - | - | - | 22,000.00 |

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 | Hues of Hope Color Run | | |
| Date | 06/01/2024 | | |
| Location | City of Hobbs - HIAP | | |
| Description | Hues of Hope Color Run will be a run event used to raise money and bring awareness to Sheri's House of Hope and our mission. Our goal is to bring individuals and families from our community, and surrounding communities together to support survivors of domestic violence, human trafficking, sexual assault and stalking. | | |

| | | | | |
|--------------------------|-----|----------------------|-----|--|
| Expected Attendance | 500 | # of Overnights | 50 | |
| Is this an annual event? | Yes | Is this a new event? | Yes | |

PRINTING

| | Posters (save-the-date) | | | Flyers | Tickets | | |
|----------|-------------------------|----------|-------|--------|----------------------|----------|--------|
| | Cost | Quantity | Total | | Cost | Quantity | Total |
| | 0.00 | - | - | | 0.25 | 2,000 | 500.00 |
| Programs | - | - | - | | - | - | - |
| | SUBTOTAL | | | | SUBTOTAL | | |
| | - | - | - | | 500.00 | | |
| Mailings | - | - | - | | TOTAL PRINTING COSTS | | |
| | | | | | 500.00 | | |

PRINT MEDIA

| | Newspaper | | Cost | Total |
|--|---------------------------------------|----------|-------------------|----------|
| | Name | # of ads | | |
| | Hobbs News Sun (quarter page special) | 1 | 1,250.00 | 1,250.00 |
| | | | - | - |
| | SUBTOTAL | | | 1,250.00 |
| | Magazine/Other | | Cost | Total |
| | Name | # of ads | | |
| | Billboard (30 Days) | 1 | 3,000.00 | 3,000.00 |
| | | | - | - |
| | SUBTOTAL | | | 3,000.00 |
| | | | TOTAL PRINT MEDIA | 4,250.00 |

ELECTRONIC MEDIA

| | Radio | | Cost | Total |
|--|----------------|------------|---------------------|----------|
| | Name | # of spots | | |
| | KZOR (Donated) | | - | - |
| | | | - | - |
| | Television | | Cost | Total |
| | Name | # of spots | | |
| | | | - | - |
| | | | - | - |
| | Social Media | | Cost | Total |
| | Name | # of spots | | |
| | Facebook | 25 | 20.00 | 500.00 |
| | Instagram | 25 | 20.00 | 500.00 |
| | | | TOTAL ELECTR. MEDIA | 1,000.00 |

OTHER EXPENSE

| | Professional Performance Fees | | Cost | Total |
|---|-------------------------------|-----------|---------------------|-----------|
| | Name | # of item | | |
| | DJ for Event | 1 | 750.00 | 750.00 |
| | | | | - |
| Sound and Lighting Costs | | | | - |
| Sanction Fees | | | | - |
| Promotional Items (eg: t-shirts, rings, etc.) | T-Shirts | 500 | 20.00 | 10,000.00 |
| | Sunglasses | 500 | 5.00 | 2,500.00 |
| Other: (please list) | Finisher Medals | 375 | 7.00 | 2,625.00 |
| | Racer Bibs | 375 | 1.00 | 375.00 |
| | Sanitation (Donated) | 6 | - | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | TOTAL OTHER EXPENSE | 16,250.00 |

TOTAL REQUEST FOR EVENT 1

22,000.00

City of Hobbs
Recreation Department



City of Hobbs
Annual Funding Guidelines
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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.

Doug McDaniel
 Representative

City of Hobbs - Rec. Dept
 Name of Organization

3/28/24
 date

Received at City Hall:
 (date and time)

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

| | |
|-----------------|--|
| Organization | City of Hobbs - Recreation Department |
| Name of Contact | Doug McDaniel |
| Address | 4827 N. Lovington Highway |
| City, State Zip | Hobbs, NM 88240 |
| Phone#/Fax# | (575) 397-9293/(575) 392-0041 |
| email | dmcdaniel@hobbsnm.org |

Event Budget

| | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|--------|----------------------|------------------|---------|---------|---------|---------|-----------|
| Income | Sponsorships | 23,050.00 | | | | | 23,050.00 |
| | Sales | | | | | | - |
| | Donations | | | | | | - |
| | Prior Year Carryover | | | | | | - |
| | Registration Fees | 10,350.00 | | | | | 10,350.00 |
| | Total Income | 33,400.00 | - | - | - | - | - |

| | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|-------------------------------------|-------------------------|-----------|---------|---------|---------|---------|------------------|
| EXPENSE (NON- LODGERS' TAX | Cost of Sales Items | | | | | | - |
| | Cost of Awards | 1,974.00 | | | | | 1,974.00 |
| | Building/Booth Rent | 861.00 | | | | | 861.00 |
| | Advertising | | | | | | - |
| | Printing & Mailing | | | | | | - |
| | Print Media | | | | | | - |
| | Electronic Media | | | | | | - |
| | Misc. Supplies/Expenses | 7,540.00 | | | | | 7,540.00 |
| | Misc. (Please explain) | | | | | | - |
| | Food | 16,363.00 | | | | | 16,363.00 |
| Total NON- LODGERS' Exp. | 26,738.00 | - | - | - | - | - | 26,738.00 |

NON -
LODGERS'
TAX

Lodgers' Tax Budget Summary

| | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|--|------------------|---------|---------|---------|---------|------------------|
| Printing | - | - | - | - | - | - |
| Print Media | 2,360.00 | - | - | - | - | 2,360.00 |
| Electronic Media | - | - | - | - | - | - |
| Other | 36,000.00 | - | - | - | - | 36,000.00 |
| TOTAL LODGERS' TAX REQ. SUMMARY | 38,360.00 | - | - | - | - | 38,360.00 |

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 | | New Mexico Recreation and Parks Association 2024 State Conference | | | | | | |
| Date | | September 17-20, 2024 | | | | | | |
| Location | | The CORE | | | | | | |
| Description | | The City of Hobbs has once again been awarded the New Mexico Recreation and Parks Association's State Conference for 2024. The City of Hobbs previously hosted this event in both 2019 and 2022. Each event brought in excess of 200 visitors to town for four days. | | | | | | |
| Expected Attendance | 250 | # of Overnighters | 600 | | | | | |
| Is this an annual event? | No | Is this a new event? | No | | | | | |
| PRINTING | | | | | | | | |
| Posters (save-the-date) Programs Mailings | Cost | Quantity | Total | Flyers Tickets | Cost | Quantity | Total | |
| | | | - | | | | | 0.00 |
| | | | - | | | | | - |
| | SUBTOTAL | | | | - | SUBTOTAL | | |
| | Cost | Quantity | Total | TOTAL PRINTING COSTS | | | | |
| | | | - | - | | | | |
| PRINT MEDIA | | | | | | | | |
| Newspaper | Name | | # of ads | Cost | Total | | | |
| | | | 6 | 260.00 | 1,560.00 | | | |
| | Promotional Banners | | | | - | | | |
| | | SUBTOTAL | | 1,560.00 | | | | |
| Magazine/Other | Name | | # of ads | Cost | Total | | | |
| | Marquee Promotional Letters | | 1 | 800.00 | 800.00 | | | |
| | | | | | - | | | |
| | | SUBTOTAL | | 800.00 | | | | |
| | | | | TOTAL PRINT MEDIA | | 2,360.00 | | |
| ELECTRONIC MEDIA | | | | | | | | |
| Radio | Name | | # of spots | Cost | Total | | | |
| | | | | | - | | | |
| | | | | | - | | | |
| Television | | | | | - | | | |
| | | | | | - | | | |
| Social Media | | | | | - | | | |
| | | | | | - | | | |
| | | | | TOTAL ELECTR. MEDIA | | - | | |
| OTHER EXPENSE | | | | | | | | |
| | Name | # of item | Cost | Total | | | | |
| Professional Performance Fees | DJ @ Social Event | 1 | 600.00 | 600.00 | | | | |
| Sound and Lighting Costs | Rental of Sound System/Multiple | 1 | 2,200.00 | 2,200.00 | | | | |
| Sanction Fees | Microphones CORE Banquet Rooms | | | - | | | | |
| Promotional Items (eg: tshirts, rings, etc.) | Conference Promotional T-Shirts | 1 | 3,500.00 | 3,500.00 | | | | |
| | Conference Promotional Items | 1 | 5,200.00 | 5,200.00 | | | | |
| Other: (please list) | Speakers Fees | 1 | 24,500.00 | 24,500.00 | | | | |
| | | | | - | | | | |
| | | | | - | | | | |
| | | | | - | | | | |
| | | | | - | | | | |
| | | | | - | | | | |
| | | | | TOTAL OTHER EXPENSE | | 36,000.00 | | |
| TOTAL REQUEST FOR EVENT 1 | | | | 38,360.00 | | | | |

Instructions: Please complete all areas of PINK that apply.

Hobbs Juneteenth Committee



City of Hobbs
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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.
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- 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.

Byron Marshall
 Representative

Hobbs Juneteenth Committee
 Name of Organization

4/1/2024
 date

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

| | |
|-----------------|-----------------------------------|
| Organization | HOBBS JUNETEENTH COMMITTEE |
| Name of Contact | BYRON MARSHALL |
| Address | 6301 N. LILY POND RD. |
| City, State Zip | HOBBS NEW MEXICO 88242 |
| Phone#/Fax# | (575) 805-0020 |
| email | HOBBSJUNETEENTH@GMAIL.COM |

Event Budget

| | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|------------------------|------------|---------|--------------|----------|---------|---------|----------|
| | | Income | Sponsorships | 5,500.00 | | | |
| Sales | \$5,000.00 | | | | | | 5,000.00 |
| Donations | 4,000.00 | | | | | | 4,000.00 |
| Prior Year Carryover | - | | | | | | - |
| Other (please explain) | - | | | | | | - |
| Total Income | | | 14,500.00 | - | - | - | - |

| | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total | |
|--|----------|-------------------------------------|---------------------|----------|---------|---------|-----------|---|
| | | EXPENSE (NON- LODGERS' TAX | Cost of Sales Items | 2,500.00 | | | | |
| Cost of Awards | | | | | | | - | |
| Building/Booth Rent | 4,000.00 | | | | | | 4,000.00 | |
| Advertising | 2,000.00 | | | | | | 2,000.00 | |
| Printing & Mailing | 1,000.00 | | | | | | 1,000.00 | |
| Print Media | 1,500.00 | | | | | | 1,500.00 | |
| Electronic Media | 2,500.00 | | | | | | 2,500.00 | |
| Misc. AP PRODUCTIONS (Please explain) | 3,000.00 | | | | | | 3,000.00 | |
| | | | | | | | | - |
| | | | | | | | | - |
| Total NON- LODGERS' Exp. | | 16,500.00 | - | - | - | - | 16,500.00 | |

NON -
LODGERS'
TAX

Lodgers' Tax Budget Summary

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

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 JUNETEENTH FREEDOM FESTIVAL**
 Date **JUNE 14TH -16TH**
 Location **HOBBS HIGHSCHOOL/ BOOKER T. WASHINGTON ELEMENTARY**
 Description **ANNUAL CELEBRATION COMMERATING THE FREEDOM OF SOUTHERN SLAVES IN 1856. PARADE, MUSIC FESTIVAL, EDUCATIONAL AWARENESS FOOD AND GAMES ENDING WITH A GOSPEL CONCERT @ BOOKER T WASHINGTON ELEMENTARY!**

| | | | |
|--------------------------|-------------|----------------------|------------|
| Expected Attendance | 2000 | # of Overnighters | 250 |
| Is this an annual event? | YES | Is this a new event? | NO |

PRINTING

| | Posters (save-the-date) | | | Flyers Tickets | Programs | | |
|----------|-------------------------|----------|--------|-----------------------------|----------|----------|--------|
| | Cost | Quantity | Total | | Cost | Quantity | Total |
| | 5.99 | 100 | 599.00 | | 3.50 | 100 | 350.00 |
| | | | - | | | | - |
| | SUBTOTAL | | | | SUBTOTAL | | |
| | | | 599.00 | | | | 350.00 |
| | Cost | Quantity | Total | | | | |
| Mailings | | | - | TOTAL PRINTING COSTS | | | |
| | | | - | | | | 949.00 |

PRINT MEDIA

| | Newspaper | | Cost | Total |
|--------------------------|-------------------|----------|--------|-----------------|
| | Name | # of ads | | |
| | HOBBS NEWS-SUN | 4 | 300.00 | 1,200.00 |
| | LUBBOCK AVALANCHE | 4 | 450.00 | 1,800.00 |
| | SUBTOTAL | | | 3,000.00 |
| | Name | # of ads | Cost | Total |
| Magazine/Other | | | | - |
| | | | | - |
| | SUBTOTAL | | | - |
| TOTAL PRINT MEDIA | | | | 3,000.00 |

ELECTRONIC MEDIA

| | Radio | | Cost | Total |
|----------------------------|-----------|------------|--------|-----------------|
| | Name | # of spots | | |
| | KLMA | 150 | 6.66 | 999.00 |
| | KZOR | 150 | 6.66 | 999.00 |
| Television | | | | - |
| | | | | - |
| | Name | # of spots | Cost | Total |
| Social Media | FACEBOOK | 2 | 500.00 | 1,000.00 |
| | INSTAGRAM | 2 | 500.00 | 1,000.00 |
| TOTAL ELECTR. MEDIA | | | | 3,998.00 |

OTHER EXPENSE

| | Name | # of item | Cost | Total |
|--|-------------------------------|-----------|-----------|------------------|
| Professional Performance Fees | DON DIEGO/PONCHAVELI/JDS BAND | 1 | 16,000.00 | 16,000.00 |
| Sound and Lighting Costs | AP PRODUCTIONS | 1 | 3,000.00 | 3,000.00 |
| Sanction Fees | | | | - |
| Promotional Items (eg: tshirts, rings, etc.) | RUDTIC RAVEN | 300 | 11.00 | 3,300.00 |
| Other: (please list) | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| TOTAL OTHER EXPENSE | | | | 22,300.00 |

TOTAL REQUEST FOR EVENT 1

30,247.00

Instructions: Please complete all areas of PINK that apply.

Lea County Fairgrounds



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.**

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

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

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


 Representative

Lea County Fairgrounds
 Name of Organization

3/26/2024
 date

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

| | |
|-----------------|-----------------------------|
| Organization | LEA COUNTY FAIR & RODEO |
| Name of Contact | WYATT DUNCAN |
| Address | 101 SOUTH COMMERCIAL AVENUE |
| City, State Zip | LOVINGTON, NM 88260 |
| Phone#/Fax# | 575-396-8686 / 575-396-4554 |
| email | wduncan@leacounty.net |

Event Budget

| | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|--------|------------------------|------------------|------------------|----------|----------|-----------|
| Income | Sponsorships | \$15,000 | \$15,000 | | | 30,000.00 |
| | Sales | \$20,000 | \$15,000 | | | 35,000.00 |
| | Donations | | | | | - |
| | Prior Year Carryover | | | | | - |
| | Other (please explain) | | | | | - |
| | Total Income | 35,000.00 | 30,000.00 | - | - | - |

| | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|-------------------------------------|------------------------------------|------------------|----------|----------|----------|------------------|
| EXPENSE (NON- LODGERS' TAX | Cost of Sales Items | \$3,000 | \$1,500 | | | 4,500.00 |
| | Cost of Awards | | | | | - |
| | Building/Booth Rent | | | | | - |
| | Advertising | \$3,000 | \$1,500 | | | 4,500.00 |
| | Printing & Mailing | \$1,500 | \$1,500 | | | 3,000.00 |
| | Print Media | \$1,500 | \$1,500 | | | 3,000.00 |
| | Electronic Media | \$1,500 | \$1,500 | | | 3,000.00 |
| | Misc. Security (Please explain) | \$1,500 | \$1,500 | | | 3,000.00 |
| | Catering | \$1,000 | \$1,000 | | | 2,000.00 |
| | Staffing | \$750.00 | \$750.00 | | | 1,500.00 |
| Total NON- LODGERS' Exp. | 13,750.00 | 10,750.00 | - | - | - | 24,500.00 |

NON -
LODGERS'
TAX

Lodgers' Tax Budget Summary

| | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|--|-------------------|------------------|----------|----------|----------|-------------------|
| Printing | 1,600.00 | 1,650.00 | - | - | - | 3,250.00 |
| Print Media | 2,300.00 | 2,300.00 | - | - | - | 4,600.00 |
| Electronic Media | 65.00 | 65.00 | - | - | - | 130.00 |
| Other | 101,850.00 | 92,850.00 | - | - | - | 194,700.00 |
| TOTAL LODGERS' TAX REQ. SUMMARY | 105,815.00 | 96,865.00 | - | - | - | 202,680.00 |

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 **2024 "Hispanic Heritage Celebration Night"**
 Date **Friday, August 2, 2024**
 Location **Lea County Fairgrounds Concert Area**
 Description **Hispanic Heritage Celebration**

| | | | |
|--------------------------|---------------|----------------------|-----------|
| Expected Attendance | 10,000 | # of Overnigheters | 60 |
| Is this an annual event? | YES | Is this a new event? | |

PRINTING

| | Cost | Quantity | Total | Flyers Tickets | Cost | Quantity | Total |
|----------|-------------------------|----------|-------|-------------------|----------------------|----------|----------|
| | Posters (save-the-date) | 2.00 | 50 | | 100.00 | | |
| Programs | | | - | | \$0.15 | 10,000 | 1,500.00 |
| | SUBTOTAL | | | | | | 1,500.00 |
| | | | - | | TOTAL PRINTING COSTS | | 1,600.00 |

PRINT MEDIA

| | Name | # of ads | Cost | Total |
|----------------|-------------------|----------|----------|----------|
| Newspaper | Hobbs News-Sun | 5 | 200.00 | 1,000.00 |
| | Lovington Leader | 3 | 100.00 | 300.00 |
| | SUBTOTAL | | | 1,300.00 |
| Magazine/Other | Pro Rodeo Sports | 1 | 1,000.00 | 1,000.00 |
| | SUBTOTAL | | | 1,000.00 |
| | TOTAL PRINT MEDIA | | | 2,300.00 |

ELECTRONIC MEDIA

| | Name | # of spots | Cost | Total |
|---------------------|-----------------------|------------|------|-------|
| Radio | Noalmark Broadcasting | 50 | 1.00 | 50.00 |
| | KLMA | 15 | 1.00 | 15.00 |
| Television | | | | - |
| Social Media | | | | - |
| TOTAL ELECTR. MEDIA | | | | 65.00 |

OTHER EXPENSE

| | Name | # of item | Cost | Total |
|--|--|-----------|-----------|------------|
| Professional Performance Fees | Hispanic Heritage Celebration Artist fee | 1 | 71,500.00 | 71,500.00 |
| Sound and Lighting Costs | Epicenter Sound & Production | 1 | 30,350.00 | 30,350.00 |
| Sanction Fees | | | | - |
| Promotional Items (eg: tshirts, rings, etc.) | | | | - |
| Other: (please list) | | | | - |
| | Sound & Production 15% | | | - |
| | Artist Fees 25% | | | - |
| TOTAL OTHER EXPENSE | | | | 101,850.00 |

TOTAL REQUEST FOR EVENT 1 **105,815.00**

Instructions: Please complete all areas of PINK that apply.

Lodgers' Tax Budget - Event Number 2

Event Information

Name of Event 2024 " Faith & Family Night"
 Date Wednesday, August 7, 2024
 Location Lea County Fairgrounds Concert Area
 Description Wednesday Theme During The 2024 Lea County Fair & PRCA Rodeo

| | | | |
|--------------------------|--------|----------------------|-----|
| Expected Attendance | 10,000 | # of Overnights | 100 |
| Is this an annual event? | YES | Is this a new event? | |

PRINTING

| | Cost | Quantity | Total | Flyers Tickets | Cost | Quantity | Total |
|----------|-------------------------|----------|--------|-------------------|----------------------|----------|----------|
| | Posters (save-the-date) | 2.00 | 50 | | 100.00 | | |
| Programs | \$0.50 | 100 | 50.00 | | \$0.15 | 10,000 | 1,500.00 |
| | SUBTOTAL | | | | SUBTOTAL | | |
| | | | 150.00 | | | | 1,500.00 |
| Mailings | | | - | | TOTAL PRINTING COSTS | | |
| | | | | | | | 1,650.00 |

PRINT MEDIA

| | Name | # of ads | Cost | Total |
|-------------------|------------------|----------------|----------|----------|
| | Newspaper | Hobbs News-Sun | 5 | 200.00 |
| Lovington Leader | | 3 | 100.00 | 300.00 |
| SUBTOTAL | | | 1,300.00 | |
| Magazine/Other | Pro Rodeo Sports | 1 | 1,000.00 | 1,000.00 |
| | | | | - |
| | SUBTOTAL | | | 1,000.00 |
| TOTAL PRINT MEDIA | | | | 2,300.00 |

ELECTRONIC MEDIA

| | Name | # of spots | Cost | Total |
|---------------------|-------|-----------------------|------|-------|
| | Radio | Noalmark Broadcasting | 50 | 1.00 |
| KLMA | | 15 | 1.00 | 15.00 |
| Television | | | | - |
| Social Media | | | | - |
| TOTAL ELECTR. MEDIA | | | | 65.00 |

OTHER EXPENSE

| | Name | # of item | Cost | Total |
|--|---------------------------------|-----------|----------|-----------|
| Professional Performance Fees | Faith & Family Night Artist Fee | 1 | \$62,500 | 62,500.00 |
| Sound and Lighting Costs | EPICENTER Sound & Production | 1 | \$30,350 | 30,350.00 |
| Sanction Fees | | | | - |
| Promotional Items (eg: tshirts, rings, etc.) | | | | - |
| Other: (please list) | | | | - |
| | Sound & Production 15% | | | - |
| TOTAL OTHER EXPENSE | | | | 92,850.00 |

TOTAL REQUEST FOR EVENT 2

96,865.00

Instructions: Please complete all areas of PINK that apply.

Hobbs Chamber
Of
Commerce, Inc.



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

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|--|--------------------------------|
| 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 | |

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

Patricia A. Collins
 Representative

Hobbs Chamber of Commerce, Inc.
 Name of Organization

21-Mar-24
 date

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

| | |
|-----------------|--|
| Organization | Hobbs August Nites (Hobbs Chamber of Commerce, Inc. fiscal agent for LT funding only) |
| Name of Contact | Patty Collins |
| Address | 400 N. Marland Blvd. |
| City, State Zip | Hobbs, NM 88240 |
| Phone#/Fax# | 575-397-3202 |
| email | executive@hobbschamber.org |

Event Budget

| Income | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|------------------------------|----------------------------|------------------|---------|---------|---------|---------|------------------|
| | Sponsorships - Devon & Mev | 5,000.00 | | | | | |
| Sales | | | | | | | - |
| Donations | | | | | | | - |
| Prior Year Carryover | | | | | | | - |
| Other (please explain) JF Ma | 75,000.00 | | | | | | 75,000.00 |
| Total Income | | 80,000.00 | - | - | - | - | 80,000.00 |

| EXPENSE (NON- LODGERS' TAX | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|---|---------------------|------------------|---------|---------|---------|---------|------------------|
| | Cost of Sales Items | | | | | | |
| Cost of Awards | 563.09 | | | | | | 563.09 |
| Building/Booth Rent | | | | | | | - |
| Advertising | | | | | | | - |
| Printing & Mailing | | | | | | | - |
| Print Media | 2,500.00 | | | | | | 2,500.00 |
| Electronic Media | 2,500.00 | | | | | | 2,500.00 |
| Bands | 60,000.00 | | | | | | 60,000.00 |
| Misc. (Please explain) Stage, sound, and related | 10,000.00 | | | | | | 10,000.00 |
| Car show | 4,436.91 | | | | | | 4,436.91 |
| Total NON- LODGERS' Exp. | | 80,000.00 | - | - | - | - | 80,000.00 |

NON -
LODGERS'
TAX

Lodgers' Tax Budget Summary

| | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|--|------------------|---------|---------|---------|---------|------------------|
| Printing | 382.00 | - | - | - | - | 382.00 |
| Print Media | 7,237.50 | - | - | - | - | 7,237.50 |
| Electronic Media | 6,866.25 | - | - | - | - | 6,866.25 |
| Other | 5,742.00 | - | - | - | - | 5,742.00 |
| TOTAL LODGERS' TAX REQ. SUMMARY | 20,227.75 | - | - | - | - | 20,227.75 |

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 August Nites**
 Date: **August 23 and 24, 2024**
 Location: **Downtown Hobbs**
 Description: **A local event to attract tourism "Eat, Shop, Play, & Stay" and to encourage residents to "Eat, Shop, Play" Hobbs. New Mexico Junior College is a major partner, serving as the fiscal agent for the grant.**

| | | | |
|--------------------------|-------------|----------------------|------------|
| Expected Attendance | 2500 | # of Overnighters | 250 |
| Is this an annual event? | Yes | Is this a new event? | No |

PRINTING

| | Posters (save-the-date) | | | Flyers Tickets | Total | | |
|----------|-------------------------|------------|---------------|-------------------|---------------|------------|--------------|
| | Cost | Quantity | Total | | Cost | Quantity | Total |
| | 1.98 | 150 | 297.00 | | 0.85 | 100 | 85.00 |
| Programs | | | - | | | | - |
| | SUBTOTAL | | | | 85.00 | | |
| | | | - | | | | - |
| Mailings | | | - | | | | - |
| | SUBTOTAL | | | | 85.00 | | |
| | SUBTOTAL | | | | 382.00 | | |

PRINT MEDIA

| Newspaper | Name | # of ads | Cost | Total |
|--------------------------|------------------------------|--------------|---------------|-----------------|
| | | Local | 10 | 213.75 |
| | Out of (90 mile) area | 20 | 255.00 | 5,100.00 |
| | SUBTOTAL | | | 7,237.50 |
| Magazine/Other | Name | # of ads | Cost | Total |
| | | | | - |
| | | | | - |
| | SUBTOTAL | | | - |
| TOTAL PRINT MEDIA | | | | 7,237.50 |

ELECTRONIC MEDIA

| Radio | Name | # of spots | Cost | Total |
|----------------------------|------------------------------|--------------|--------------|-----------------|
| | | Local | 125 | 18.27 |
| | Out of (90 mile) area | 150 | 25.55 | 3,832.50 |
| Television | | | | - |
| | | | | - |
| Social Media | Facebook | 15 | 25.00 | 375.00 |
| | Instagram | 15 | 25.00 | 375.00 |
| TOTAL ELECTR. MEDIA | | | | 6,866.25 |

OTHER EXPENSE

| | Name | # of item | Cost | Total |
|--|--|------------|--------------|-----------------|
| Professional Performance Fees | Promotional "give away" t-shirt | 450 | 12.76 | 5,742.00 |
| Sound and Lighting Costs | | | | - |
| Sanction Fees | | | | - |
| Promotional Items (eg: tshirts, rings, etc.) | | | | - |
| Other: (please list) | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| TOTAL OTHER EXPENSE | | | | 5,742.00 |

| | |
|----------------------------------|------------------|
| TOTAL REQUEST FOR EVENT 1 | 20,227.75 |
|----------------------------------|------------------|

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

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.**

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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.

Brittany Embry
 Representative

United Way of Lea County
 Name of Organization

4/3/2024
 date

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

| | |
|-----------------|--------------------------------|
| Organization | United Way of Lea County TURFS |
| Name of Contact | Brittany Embry |
| Address | 320 N. Shipp Ste. B |
| City, State Zip | Hobbs, NM 88240 |
| Phone#/Fax# | 5753972203 |
| email | campaig@uwolc.org |

Event Budget

| Income | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|------------------------|--------------|----------|---------|---------|---------|---------|----------|
| | Sponsorships | | | | | | |
| Sales | | | | | | | - |
| Donations | | 5,000.00 | | | | | 5,000.00 |
| Prior Year Carryover | | | | | | | - |
| Other (please explain) | | | | | | | - |
| Total Income | | 5,000.00 | - | - | - | - | 5,000.00 |

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

NON -
LODGERS'
TAX

Lodgers' Tax Budget Summary

| | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|--|-----------------|-----------------|---------|---------|---------|------------------|
| Printing | 1,000.00 | 1,000.00 | - | - | - | 2,000.00 |
| Print Media | 1,200.00 | 1,200.00 | - | - | - | 2,400.00 |
| Electronic Media | 2,395.00 | 2,395.00 | - | - | - | 4,790.00 |
| Other | 4,800.00 | 4,800.00 | - | - | - | 9,600.00 |
| TOTAL LODGERS' TAX REQ. SUMMARY | 9,395.00 | 9,395.00 | - | - | - | 18,790.00 |

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: **TURFS - Flag Bowl**
 Date: **June 8th, 2024**
 Location: **Watson Stadium - Hobbs High School**
 Description: **This is a flag football tournament raising money for the Hobbs Schools Crisis Fund. These funds help support families struggling with food, housing, and utility insecurities. Last year raised over \$8,000 with 35 teams participating and over 2,000 spectators. This was modeled to Roswell's Hike it/Snike it event**

Expected Attendance: **4,000** # of Overnighters: **400**
 Is this an annual event? **yes** Is this a new event? **no**

PRINTING

| | Cost | Quantity | Total | | Cost | Quantity | Total |
|----------|-------------------------|----------|--------|--|----------------------|-------------------|----------|
| | Posters (save-the-date) | 7.50 | 50 | | 375.00 | Flyers Tickets | 1.25 |
| Programs | | | - | | | | |
| | SUBTOTAL | | | | SUBTOTAL | | |
| | | | 375.00 | | | | 625.00 |
| Mailings | | | - | | TOTAL PRINTING COSTS | | 1,000.00 |

PRINT MEDIA

| | Name | # of ads | Cost | Total |
|-------------------|-----------|---|----------|---------------|
| | Newspaper | TURFS - Flag Bowl Advertisement (1day) | 4 | 300.00 |
| | | | | - |
| SUBTOTAL | | | 1,200.00 | |
| Magazine/Other | | | | - |
| | | | | - |
| | SUBTOTAL | | | - |
| TOTAL PRINT MEDIA | | | | 1,200.00 |

ELECTRONIC MEDIA

| | Name | # of spots | Cost | Total |
|------------------------------|--------------------------------------|-------------------|---------------|---------------|
| | Radio | B107; W105 | 70 | 8.50 |
| Noalmark (KZOR, KIZN) | | 70 | 12.00 | 840.00 |
| Television | KLMA - Radio (spanish) | 70 | 8.00 | 560.00 |
| Social Media | | | | - |
| | FB/IG Sponsored Ads (Monthly) | 4 | 100.00 | 400.00 |
| TOTAL ELECTR. MEDIA | | | | 2,395.00 |

OTHER EXPENSE

| | Name | # of item | Cost | Total |
|--|------------------------|------------|--------------|-----------------|
| Professional Performance Fees | | | | - |
| Sound and Lighting Costs | | | | - |
| Sanction Fees | | | | - |
| Promotional Items (eg: tshirts, rings, etc.) | Simply - Shirts | 400 | 12.00 | 4,800.00 |
| Other: (please list) | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| TOTAL OTHER EXPENSE | | | | 4,800.00 |

TOTAL REQUEST FOR EVENT 1 **9,395.00**

Instructions: Please complete all areas of PINK that apply.

Lodgers' Tax Budget - Event Number 2 Event Information

| | | | |
|--|--|----------------------|-----------------|
| Name of Event | TURFS - Wheelchair Games | | |
| Date | June 29th, 2024 | | |
| Location | CORE - Center of Recreational Excellent | | |
| Description | This wheelchair basketball tournament is to promote inclusion (able - body can play with wheelchair users and have a blast), promote awareness (society awareness regarding people with different abilities; individual awareness of sports opportunities available for wheelchair users) and raise money towards the Adaptive Funds at the CORE | | |
| Expected Attendance | 4,000 | # of Overnights | 400 |
| Is this an annual event? | yes | Is this a new event? | No |
| PRINTING | | | |
| Posters (save-the-date) | Cost | Quantity | Total |
| | 7.50 | 50 | 375.00 |
| Programs | | | - |
| | SUBTOTAL | | 375.00 |
| Mailings | Cost | Quantity | Total |
| | | | - |
| Flyers | 1.25 | 500 | 625.00 |
| Tickets | | | - |
| | SUBTOTAL | | 625.00 |
| TOTAL PRINTING COSTS | | | 1,000.00 |
| PRINT MEDIA | | | |
| Newspaper | Name | # of ads | Cost |
| | TURFS - Wheelchair Games | 4 | 300.00 |
| | | | |
| SUBTOTAL | | | 1,200.00 |
| Magazine/Other | Name | # of ads | Cost |
| | | | |
| | | | |
| SUBTOTAL | | | - |
| TOTAL PRINT MEDIA | | | 1,200.00 |
| ELECTRONIC MEDIA | | | |
| Radio | Name | # of spots | Cost |
| | B107; W105 | 70 | 8.50 |
| | Noalmark (KZOR, KIXN) | 70 | 12.00 |
| Television | KLMA - Radio (Spanish) | 70 | 8.00 |
| Social Media | FB/ IG Sponsored Ads (Monthly) | 4 | 100.00 |
| | | | |
| TOTAL ELECTR. MEDIA | | | 2,395.00 |
| OTHER EXPENSE | | | |
| Professional Performance Fees Sound and Lighting Costs Sanction Fees Promotional Items (eg: tshirts, rings, etc.) Other: (please list) | Name | # of item | Cost |
| | test | | |
| | | | |
| | | | |
| | Simply Shirts | 400 | 12.00 |
| | | | |
| | | | |
| | | | |
| TOTAL OTHER EXPENSE | | | 4,800.00 |
| TOTAL REQUEST FOR EVENT 2 | | | 9,395.00 |

Instructions: Please complete all areas of PINK that apply.

Hobbs Hispano
Chamber
Foundation



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

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|--|--------------------------------|
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| Advertising/Promotion Items | Real Property |
| Sanitation | Tangible Property |
| Sanction Fees | |

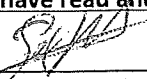
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6. In addition to the above listed criteria, organizations requesting funding may be asked to provide the following information:

- 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

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


 Representative Saul Villarreal

Hobbs Hispanic Chamber Foundation
 Name of Organization _____ date _____

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

| | |
|-----------------|---|
| Organization | Hobbs Hispano Chamber of Commerce |
| Name of Contact | Lariza Ortiz |
| Address | 113 N. Shipp St |
| City, State Zip | Hobbs, NM 88240 |
| Phone#/Fax# | 575-390-2070 & 575-520-6284 |
| email | saul.villarreal@lcsb.com & larizaO@icloud.com |

Event Budget

| Income | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|------------------------|-------------------|------------|----------|----------|----------|----------|-------------------|
| | Sponsorships | 110,000.00 | | | | | |
| Sales | | | | | | | - |
| Donations | | | | | | | - |
| Prior Year Carryover | - | | | | | | - |
| Other (please explain) | | | | | | | - |
| Total Income | 110,000.00 | - | - | - | - | - | 110,000.00 |

| EXPENSE (NON- LODGERS' TAX | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|-------------------------------------|---------------------|-----------|----------|----------|----------|----------|------------------|
| | Cost of Sales Items | 85,000.00 | | | | | |
| Cost of Awards | | | | | | | - |
| Building/Booth Rent | - | | | | | | - |
| Advertising | | | | | | | - |
| Printing & Mailing | | | | | | | - |
| Print Media | | | | | | | - |
| Electronic Media | | | | | | | - |
| Misc. (Please explain) | | | | | | | - |
| Total NON- LODGERS' Exp. | 85,000.00 | - | - | - | - | - | 85,000.00 |

NON -
LODGERS'
TAX

Lodgers' Tax Budget Summary

| | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|--|------------------|----------|----------|----------|----------|------------------|
| Printing | 1,000.00 | - | - | - | - | 1,000.00 |
| Print Media | 3,000.00 | - | - | - | - | 3,000.00 |
| Electronic Media | 21,000.00 | - | - | - | - | 21,000.00 |
| Other | - | - | - | - | - | - |
| TOTAL LODGERS' TAX REQ. SUMMARY | 25,000.00 | - | - | - | - | 25,000.00 |

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 Fiestas de Septiembre
 Date September 7, 2024
 Location Shipp Street Plaza
 Description Cultural event-latino music and entertainment for the whole family. Mobile food trucks will also be available during the event.

| | | | |
|--------------------------|-----------|----------------------|---------|
| Expected Attendance | 5000-7500 | # of Overnighters | 250-500 |
| Is this an annual event? | Yes | Is this a new event? | No |

PRINTING

| | Cost | Quantity | Total | Flyers Tickets | Cost | Quantity | Total |
|----------|-------------------------|----------|--------|--------------------------------------|--------|----------|--------|
| | Posters (save-the-date) | 5.00 | 50 | | 250.00 | | 0.75 |
| Programs | | | - | | | | - |
| SUBTOTAL | | | 250.00 | SUBTOTAL | | | 750.00 |
| | Cost | Quantity | Total | | | | |
| Mailings | | | - | TOTAL PRINTING COSTS 1,000.00 | | | |

PRINT MEDIA

| | Name | # of ads | Cost | Total |
|--------------------------|----------------|------------|----------|-----------------|
| | Newspaper | Local | | 1,000.00 |
| SUBTOTAL | | | - | |
| | Name | # of ads | Cost | Total |
| | Magazine/Other | Billboards | 3 | 1,000.00 |
| SUBTOTAL | | | 3,000.00 | |
| TOTAL PRINT MEDIA | | | | 3,000.00 |

ELECTRONIC MEDIA

| | Name | # of spots | Cost | Total |
|----------------------------|----------------------------------|------------|----------|------------------|
| | Radio | Local | 2 | 1,000.00 |
| Non-Local | | 4 | 1,000.00 | 4,000.00 |
| Television | Non-Local | 2 | 4,500.00 | 9,000.00 |
| | | | | |
| Social Media | Facebook (English & Spanish Ads) | 2 | 1,500.00 | 3,000.00 |
| | Youtube (English & Spanish Ads) | 2 | 1,500.00 | 3,000.00 |
| TOTAL ELECTR. MEDIA | | | | 21,000.00 |

OTHER EXPENSE

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

| | |
|----------------------------------|------------------|
| TOTAL REQUEST FOR EVENT 1 | 25,000.00 |
|----------------------------------|------------------|

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EDC
OF
LEA COUNTY



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

RECEIVED

MAR 27 2024

OFFICE OF THE CITY CLERK
HOBBS, NEW MEXICO

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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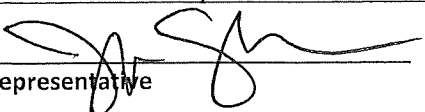
| Eligible | Non-Eligible |
|--|--------------------------------|
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| Sanction Fees | |

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 Representative

EDC of Lea County/FlyHobbs
 Name of Organization

3/18/2024
 date

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

| | |
|-----------------|--|
| Organization | Economic Development Corporation of Lea County |
| Name of Contact | Jennifer Grassham, President & CEO |
| Address | 200 E. Broadway St. Suite A-201 |
| City, State Zip | Hobbs, NM 88240 |
| Phone#/Fax# | 575-397-2039 |
| email | jennifer@edclc.org |

Event Budget

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

| EXPENSE (NON- LODGERS' TAX | | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|---------------------------------------|----------------------------|---------|---------|---------|---------|---------|-------|
| | Cost of Sales Items | | | | | | |
| Cost of Awards | | | | | | | - |
| Building/Booth Rent | | | | | | | - |
| Advertising | Please see attached budget | | | | | | - |
| Printing & Mailing | | | | | | | - |
| Print Media | | | | | | | - |
| Electronic Media | | | | | | | - |
| Misc. _____ (Please explain) _____ | | | | | | | - |
| Total NON- LODGERS' Exp. | | - | - | - | - | - | - |

NON -
LODGERS'
TAX

Lodgers' Tax Budget Summary

| | Event 1 | Event 2 | Event 3 | Event 4 | Event 5 | Total |
|--|-------------------|---------|---------|---------|---------|-------------------|
| Printing | - | - | - | - | - | - |
| Print Media | 75,655.00 | - | - | - | - | 75,655.00 |
| Electronic Media | 110,200.00 | - | - | - | - | 110,200.00 |
| Other | 14,145.00 | - | - | - | - | 14,145.00 |
| TOTAL LODGERS' TAX REQ. SUMMARY | 200,000.00 | - | - | - | - | 200,000.00 |

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 **FlyHobbs Marketing Campaign**
 Date **July 1, 2024 - June 30, 2025 with a 12-month cost of \$16,667.00 per month**
 Location **SENM and West TX Counties withing a 160-minel radius; IAH and DEN markets**
 Description **This request is for marketing/advertising funds for the 24-25 FlyHobbs Annual Campaign for service to/from Housing and Denver markets. FlyHobbs seeks to promote the air service, increase ridership, and decrease leakage to other regional markets.**

| | | | | |
|--------------------------|-----|----------------------|----|--|
| Expected Attendance | | # of Overnighters | | |
| 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 | | | - | | | 0.00 | | |
| | | | - | | | - | | |
| | SUBTOTAL | | | | - | | | |
| Mailings | Cost | Quantity | Total | | | | | |
| | | | - | | | | | |
| | | | | | TOTAL PRINTING COSTS | | | - |

PRINT MEDIA

| | | | Cost | Total |
|-------------------|---|----------|----------|-----------|
| | Name | # of ads | | |
| Newspaper | Various regional Print Media within cachment area 160 miles. | 385 | 103.00 | 39,655.00 |
| | | | | - |
| | SUBTOTAL | | | 39,655.00 |
| Magazine/Other | Name | # of ads | Cost | Total |
| | Billboards | 12 | 3,000.00 | 36,000.00 |
| | | | | - |
| SUBTOTAL | | | | 36,000.00 |
| TOTAL PRINT MEDIA | | | | 75,655.00 |

ELECTRONIC MEDIA

| | | | Cost | Total |
|---------------------|---|------------|-----------|------------|
| | Name | # of spots | | |
| Radio | Regional radio comering SENM ad west TX cachment area | 4400 | 8.00 | 35,200.00 |
| | | | | - |
| Television | | | | - |
| Social Media | Paid advertisng on social media, as well as general internet advertising HOB/DEN/IAH and feeder markets | 6 | 12,500.00 | 75,000.00 |
| | | | | - |
| TOTAL ELECTR. MEDIA | | | | 110,200.00 |

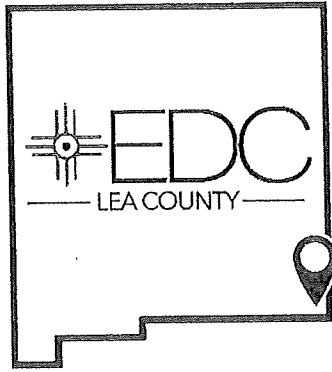
OTHER EXPENSE

| | Name | # of item | Cost | Total |
|---|---|-----------|----------|-----------|
| Professional Performance Fees | | | | - |
| Sound and Lighting Costs | | | | - |
| Sanction Fees | | | | - |
| Promotional Items (eg: tshirts, rings, etc.) | One-Time regional/national FH Event Sponsorships | 12 | 1,178.75 | 14,145.00 |
| Other: (please list) | Misc/ASI promotional items | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| | | | | - |
| TOTAL OTHER EXPENSE | | | | 14,145.00 |

TOTAL REQUEST FOR EVENT 1

200,000.00

Instructions: Please complete all areas of PINK that apply.



2024-2025 Lodgers Tax Marketing Funding for FlyHobbs



With easy connections through Houston and Denver, and great fares to just about anywhere, it's time to visit flyhobbs.com.

Gotta
FlyHobbs

SUMMARY OF BENEFITS

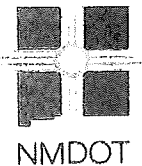
Scheduled airline service through Lea County Regional Airport (HOB) remains critical to the growth and viability of Hobbs' hospitality industry and our overall economy. A large percentage of guests in local hotels use the air service to travel to Hobbs. Marketing of the FlyHobbs service helps sustain flights and can significantly elevate ridership, which directly manifests into increased demand for lodging and other locally-provided goods and services. **The Economic Development Corporation of Lea County (EDCLC) is requesting \$200,000, at an average of \$16,667.00/month, in Lodgers Tax funding to support both the flight service to Houston and Denver on United Airlines.** This year, Lea County was fortunate to once again receive a 24 month matching grant from the New Mexico Department of Transportation (NMDOT). The EDCLC estimates that approximately \$60,000 of this grant will be utilized in the current fiscal year (2023-

2024), and we have allocated \$80,000 of these matching funds to be utilized in furtherance of the 2024-2025 program year. The remaining \$60,000 will be available for the first five months of the subsequent fiscal year (2025-2026) prior to the grant expiring at the end of calendar year 2025. Together with the City of Hobbs Lodgers Tax funds, these NMDOT funds will be used to help increase awareness and ridership, while reinforcing the convenience for both business and leisure travel to support quality of life/quality of place initiatives within Lea County.

Background Information

The current United Airlines service began in July of 2011 as the result of a collaborative initiative that began in early 2008 between the EDCLC, City of Hobbs (COH), Lea County and other community organizations to bring air service to Lea County Regional Airport.

Because of the strong linkage of air service to the visitor industry (business and leisure), Lodgers Tax funding has been used for marketing the air service and to assist with the airline subsidy, which continues to bring business travelers for energy-related and other industries in the region. FlyHobbs marketing and ridership are critical to the growth and vitality of Hobbs' hospitality industry and local GRT that is generated from this service. Lodgers Tax support is required in order to effectively carry out that marketing. We believe that the investment in advertising the convenience of having the service for business and leisure travel in the region has had a great impact on the branding of FlyHobbs in our target markets.



In 2014, the New Mexico Department of Transportation Aviation Division (DOT-AD) partnered with the University of Arizona conducted a study to analyze FlyHobbs' economic impact to the region. At that time with 17,000 enplanements, it was estimated that FlyHobbs was bringing \$19 million to the region. The FAA has completed a more recent economic impact study for New Mexico (2020 Report attached), which shows the total economic impact on the state for the combined six commercial aviation airports to be approximately \$2.7 billion in direct and catalytic activity (visitor expenditures).

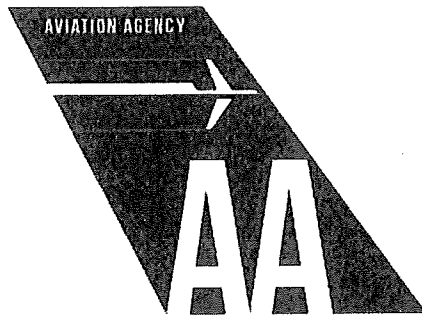
Marketing and Promotion Plan

The EDCLC will continue to aggressively market United Airlines flights' ridership through a multi-faceted marketing campaign directed at potential ridership through the Denver and Houston hub markets, southeast New Mexico (SENM) counties, as well as the adjacent West Texas (WTX) counties that use these service hubs to come to Hobbs and SENM for work and as a gateway to NM tourism.

The FY2024-2025 marketing plan includes:

- Focus on alerting travelers to daily Denver and Houston service
- For the business traveler, convenience of FlyHobbs air service to get to the region faster
- For the leisure traveler, quality of place benefits for our residents provided by expanded travel
- Outreach to various energy corporate travel and HR contacts on the convenience of the FlyHobbs flights to the Permian/Delaware Basin for business as compared to other regional carriers

EDCLC's staff has strong experience in marketing, graphics design, social media, research and other subject areas important to planning and implementation of an effective campaign to expand ridership to/from Houston and Denver.



A professional advertising agency, The Aviation Agency, was retained in September 2021 to 1) help us develop and sharpen traditional, social media, and streaming advertising, 2) identify the most productive target sectors, and 3) to help us measure results. Utilizing the EDCLC research, as well as passenger origination data provided by Airplanners, LLC we have identified key initial target sectors for marketing travel between both Houston and Denver and the SENM/WTX market: energy (including renewable energy), medical travel, and leisure travel.

The online marketing component has been significantly expanded from pre-pandemic levels, with geofencing target areas from origination and destination flights in the region, coupled with proposed advertising on select streaming services in radio and TV in the SENM/WTX, Denver and Houston markets. Measurement tools are employed to gauge results and direct any needed changes in marketing focus to travel trends. This ongoing campaign also involves traditional media such as radio, print and electronic billboards. In addition, the EDCLC staff has traditionally carried out a comprehensive campaign of educating the public about FlyHobbs service through regional community outreach. In the coming year, staff will conduct visits with government agencies, site selectors for prospective new business opportunities, energy sector corporate executives, travel agencies, and corporate travel centers within the scope of our work as an organization to further the FlyHobbs brand.





Economic Impact of Civil Aviation by State (2016)

New Mexico

Largest Commercial Airport:
Albuquerque International Sunport

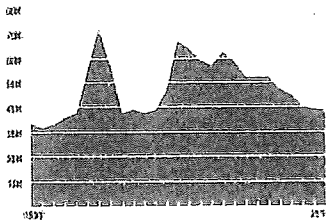
Population (Census Estimate):
2,092,789

Gross Domestic Product (\$Millions):
\$91,004

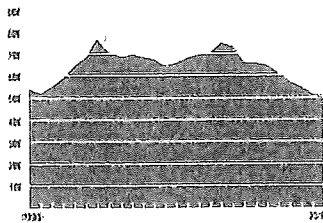
Contribution to Gross Domestic Product: 2.3%

Percent of International Visitors:
0.3%

Number of Commercial Departures¹



Number of Passengers²



| ACTIVITY | AVIATION STATISTICS | | | |
|-----------------------|---------------------|----------------------------------|---|------------------|
| | Number of Airports | Aircraft Operations ³ | Commercial ⁴ Freight (Tons) | Passengers |
| Commercial Aviation | 6 | 117,209 | 96,481 | 5,102,916 |
| General Aviation | 43 | 544,425 | -- | -- |
| Reliever Airports | 1 | -- | -- | -- |
| Total Aviation | 50 | 661,634 | 96,481 | 5,102,916 |

| AVIATION ACTIVITY | TOTAL ECONOMIC IMPACT ⁵ | | |
|--|------------------------------------|------------------------|---------------|
| | Economic Activity | Earnings (Payroll) | Jobs |
| Direct | | | |
| ▶ Airlines | \$659,716,778 | \$225,839,954 | 5,216 |
| ▶ Airport Operations | \$137,603,259 | \$45,594,939 | 1,185 |
| ▶ General Aviation | \$313,897,083 | \$70,865,092 | 1,637 |
| ▶ Aircraft, Aircraft Engine, and Parts Manufacturing | \$49,166,264 | \$11,209,759 | 212 |
| ▶ Avionics Manufacturing | \$64,263,482 | \$14,628,737 | 277 |
| ▶ Research & Development | \$12,047,531 | \$3,987,417 | 74 |
| ▶ Air Courier | \$469,212,151 | \$125,244,749 | 3,801 |
| Catalytic | | | |
| ▶ Visitor Expenditures – Airlines | \$1,531,052,918 | \$493,781,503 | 18,424 |
| ▶ Visitor Expenditures – General Aviation | \$62,521,703 | \$18,258,117 | 881 |
| ▶ Travel Arrangements | \$11,169,654 | \$3,224,097 | 91 |
| Total Aviation | \$3,750,418,764 | \$1,012,631,275 | 31,398 |

| TOTAL FAA SPENDING (FISCAL YEAR) | TOTAL ECONOMIC IMPACT ⁶ | | |
|----------------------------------|------------------------------------|---------------------|--------------|
| | Economic Activity | Earnings (Payroll) | Jobs |
| Total FAA Spending | \$193,860,749 | \$63,434,067 | 1,701 |

| ENABLING EFFECTS | TRADE FLOWS ⁷ | |
|-------------------------------|--------------------------|---------------|
| | Value (\$) | Weight (Tons) |
| Within State | \$0 | 0 |
| State-to-State | \$307,773,200 | 2,686 |
| Exports | \$1,496,896,100 | 5,164 |
| Total Enabling Effects | \$1,804,769,300 | 7,870 |



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: April 15, 2024

SUBJECT: PURCHASE OTIS HYDROACCEL HYDRAULIC CONTROL ELEVATOR SYSTEM

DEPT. OF ORIGIN: General Services

DATE SUBMITTED: 04-08-2024

SUBMITTED BY: Shelia Baker, General Services Director

Summary:

The elevator located at 301 N. Turner, the PD Annex, has reached the end of its useful life and needs to be replaced. A proposal was received from OTIS Elevator Company, who is contracted for annual inspection and maintenance for the City of Hobbs elevators.

Base Amount: \$128,500
Alternate 1: \$ 17,500
Alternate 2: \$ 4,250
Total: \$150,250

Staff identified the need for the replacement unit and funds were approved in FY24 BAR #1.

The purchase of the elevator unit is Exempt per Procurement Code 3.20.035.

It is the recommendation of the General Services Dept. to approve the proposal from OTIS Elevator Company in the amount of \$150,250.00.

Fiscal Impact:

Reviewed By: Deborah Corral
Digitally signed by Deborah Corral
Date: 2024.04.08 14:45:49 -06:00
Finance Department

Estimated Purchase Amount: \$150,250.00
Budget Number: 010421-43013
FY24 Budget Amount: \$190,000.00

Attachments:

Proposal

Legal Review:

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

Recommendation:

Approved For Submittal By:

Shelia Baker
Digitally signed by Shelia Baker
DN: cn=Shelia Baker, o=City of Hobbs,
ou=General Services Director,
email=shbak@hobbsnm.org, c=US
Date: 2024.04.08 14:39:26 -0500

Department Director

City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

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

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

Otis HydroAccel™ Hydraulic Control System

4/8/2024

To:
City of Hobbs
300 N. Turner
Hobbs NM 88241

Otis Elevator Company
9750 E. Easter Avenue, Suite 100
Centennial, Colorado, 80112

PROJECT LOCATION
Hobbs New DA Office
301 N Dalmont Street
Hobbs NM 88240

PROPOSAL NUMBER: F7SC1015
Kelly Walker, Modernization Sales – CO, WY & NM
(303) 434-9231
kelly.walker@otis.com

We propose to furnish labor and material to provide a microprocessor-based HydroAccel control system shall be provided to perform all the functions of safe elevator motion and elevator door control. The HydroAccel control system will quickly and easily improve your build's appeal by seamlessly integrating with the building's existing structure.

OPERATION

DUTY

The present capacity, speed, number of stops and openings of the elevators will be as follows:

Base Bid

| MACHINE # | EXISTING DUTY | | Stops | Openings |
|-----------|-----------------|----------------|-------|-----------|
| | Capacity (lbs.) | Speed (ft/min) | | |
| D95561 | 2500 | 125 | 2 | 2 in line |

OTIS MODERNIZATION

NEW FIREFIGHTERS' EMERGENCY OPERATION (FEO)

Special Emergency Service operation shall be provided in compliance with the latest applicable revision of the ASME/ANSI A17.1 Code.

MACHINE ROOM EQUIPMENT

CONTROLLER

A microprocessor-based HydroAccel control system shall be provided to perform all the functions of safe elevator motion and elevator door control. This shall include all the hardware required to connect, transfer and interrupt power, and protect the motor against overloading. The system shall also perform group operational control.

POWER SUPPLY

The power supply of 208V_60HZ, alternating current will be retained with the new equipment arranged for this power supply.

SOFT STARTER

A new solid-state starter will be provided. It will be of the same power requirement and starting configuration as presently exists.

POWER UNIT

SUBMERSIBLE

The existing power unit will be replaced with a new power unit. The new power unit consists of a positive displacement pump, submerged motor, integral 4-coil control valve, oil tank and muffler. The pump and motor are submerged and are mounted to the tank with rubber isolators to reduce vibration and noise.

INDEPENDENT SERVICE

When the Independent Service switch in the car operating panel is actuated; it shall cancel previously registered car calls, disconnect the elevator from the hall buttons, and allow operation from the car buttons only. Door operation shall occur only after actuation of the "DOOR CLOSE" button.

HOISTWAY ACCESS SWITCH

An enabling keyswitch shall be provided in the car operating panel to render all car and hall buttons inoperative and to permit operation of the elevator by means of an access keyswitch adjacent to the hoistway entrance at the access landing.

DOOR EQUIPMENT

CLOSED LOOP DOOR OPERATOR

We shall furnish and install a new Otis Glide A closed loop door operator. Car and hoist way doors shall be power operated by means of a closed loop door operator mounted on top of the car designed to give consistent door performance with changes in temperature, wind or minor obstruction in the door track. The system continually monitors door speed and position and adjusts it accordingly to match the pre-determined profile.

DOOR-PROTECTION DEVICE

We shall furnish and install a new Otis solid state, infrared passenger protection device on the car door. Elevator doors shall be provided with a reopening device that will stop and reopen the car

door(s) and hoistway door(s) automatically should the door(s) become obstructed by an object or person.

NEW INTERLOCKS

New Otis 6940 interlocks will be installed. The interlocks shall prevent operation of the elevator unless all doors for that elevator are closed and shall maintain the doors in their closed position while the elevator is away from the landing.

CAR DOOR, TRACK, AND HANGER

The present car door with applied hanger and door track will be retained and inspected for proper alignment. New door rollers shall be installed as required. See Alternate No. 2 for new car door.

HOISTWAY DOORS, TRACKS AND HANGERS

The present hoistway doors with applied hangers and tracks shall be retained. New door rollers shall be installed as required.

NEW HOISTWAY DOOR RESTRICTORS

Folding hoistway door restrictors shall be installed.

HOISTWAY EQUIPMENT

HOISTWAY OPERATING DEVICES

The existing hoistway operating devices shall be retained. They shall be inspected for wear and adjustment. All parts requiring replacement shall be of the original manufacture or equal. Any adjustments required will be made.

HOISTWAY ENTRANCES

The present hoistway entrances will be retained.

PIT SWITCH

An emergency stop switch shall be located in the pit accessible from the pit access door.

SPRING BUFFERS

The existing spring buffers shall be retained.

ACCESS ALERT HOISTWAY SAFETY DEVICE

We will furnish and install all of the necessary components, circuitry and wiring for a new Access Alert system, which will operate on the elevator car top and pit.

Access Alert will be installed so the elevator can be controlled in a safe manner when an authorized person accesses the elevator hoistway. The Access Alert system meets all applicable safety codes.

This groundbreaking new product, Access Alert, is specifically designed to:

- Prevent work on top of the elevator without the top of car inspection station engaged properly.
- Prevents moving the elevator on inspection while personnel are in a potentially unsafe position.
- Prevent working in the elevator pit, while the pit stop switch is not engaged properly.
- Meet applicable building and elevator codes.

Similar to the seatbelt alarm in your car, Access Alert provides a constant, noticeable reminder to anyone accessing the hoistway that they need to engage the stop switch before starting work. We believe the simplicity, ease of installation, and cost-effectiveness of this product will be an important way for you to invest in improving safety inside your facility.

FIXTURES

CAR FIXTURES

NEW APPLIED CAR OPERATING PANEL

An applied car operating panel shall be furnished. The panel shall contain a bank of mechanical illuminated buttons marked to correspond with the landings served, an emergency call button, emergency stop button, door open and door close buttons and a light switch. All buttons, when applicable, to be long life LED illumination. This panel shall be equipped with a button that shall initiate two-way communication between the car and a location inside the building, switching over to another location if call is unanswered.

NEW EMERGENCY CAR LIGHTING

An emergency power unit employing a 6-volt sealed rechargeable battery and totally static circuit shall be provided.

NEW CAR POSITION INDICATOR

A car position indicator shall be installed. The position of the car in the hoistway shall be shown by illumination of the indication corresponding to the landing at which the car is stopped or passing.

NEW AUDIBLE SIGNAL

An audible signal shall sound in the car to tell passengers that the car is either stopping or passing a landing served by the elevator.

NEW "IN-CAR" DIRECTION LANTERNS

Direction lantern(s) shall be mounted in car entrance jamb(s), visible from the corridor, which when the car stops and the doors are opening shall indicate the direction the car is traveling. A chime shall also be furnished on the car that will sound once for the "UP" direction and twice for the "DOWN" direction as the doors are opening.

HALL FIXTURES

NEW HALL BUTTONS

New surface-mounted hall buttons shall be installed at each landing. An up button and a down button at each intermediate landing and a single button at each terminal landing shall be installed. All buttons, when applicable, shall be long-life LED illumination.

CAB INTERIOR

The present car interior shall be retained. See Alternate No. 1 for new interior pricing.

WORK BY OWNERS – NOT IN CONTRACT

Unless provided for in Alternate # 4 and accepted by you, the following items must be performed by others and you agree to provide this work in accordance with the applicable codes and enforcing authorities:

WORK BY OTHERS SCHEDULING

All "Work by Others" must either be completed prior to our manning the job or be properly scheduled as to not obstruct the progress of the project.

AIR CONDITIONING

Provide suitable ventilation and cooling equipment, if required, to maintain the machine-room temperature between 45°F and 95°F. The relative humidity should not exceed 85 percent non-condensing.

BUILDING POWER

Provide electrical power for light, tools, hoists, etc. during installation as well as electric current for starting, testing and adjusting the elevator. Power of permanent characteristics to be provided to properly operate all of the elevators concurrently scheduled to be modernized. Power must be a 3-phase 4 wire system with ground and bonded disconnects. Grounded leg delta systems are not acceptable.

SMOKE AND HEAT SYSTEM

Provide a smoke and heat detector system, located as required with wiring from the sensing devices to each elevator controller.

SPRINKLERS

Provide code compliant sprinkler system, as required, in the hoistway, pit and machine room.

CUTTING AND PATCHING

Do any cutting, (including cutouts to accommodate hall signal fixtures, entrances and/or machine room access) patching and painting of walls, floors or partitions.

MAIN DISCONNECT

Provide a fused lockable disconnect switch or circuit breaker for each elevator per the National Electrical Code with feeder or branch wiring to the transformer. Size to suit elevator contractor. Provide a SHUNT TRIP disconnect, as required, if sprinklers are being provided. Provide suitable connections from the main disconnect to the elevator control equipment.

Electrical Feeder system to limit available short circuit to not more than 10k amps at the load side of the elevator main line disconnect.

GROUND WIRE

Provide a properly sized ground wire from the elevator controller(s) to the primary building ground.

CAR LIGHT POWER SUPPLY AND DISCONNECT

Provide a 120 volt AC, 15 amp, single-phase power supply with fused SPST disconnect switch for each elevator, with feeder wiring to each controller for car lights.

REMOTE MONITORING POWER SUPPLY AND DISCONNECT

Provide a separate 120 volt, 15 amp, single-phase power supply with fused SPST disconnect switch or circuit breaker for remote monitoring capable of being locked in the open position.

REMOTE MONITORING MAINTENANCE TELEPHONE LINE REQUIREMENTS

Provide one (1) outside telephone line to the elevator machine room that allows data calls to and from a toll-free number at a dispatching center. The telephone line may be either a separate line dedicated to the remote monitoring maintenance equipment or may be an existing line that is shared between another telephone and the remote monitoring maintenance equipment.

REMOTE PANELS

Provide required conduit, with adequate pull boxes and ells from the elevator hoistway(s) to the location or locations required to facilitate the installation of Lobby Panels, Fire Control Room Panels or Elevator Monitoring Systems. Size and number as specified by Otis. Leave a measured pull tape in the conduit. Otis to furnish and pull required conductors.

STANDBY POWER REQUIREMENTS

Provide a standby power unit and a means for starting it that will deliver sufficient power to the elevator disconnect switches to operate one or more elevators at a time at full-rated speed. Provide a transfer switch for each feeder for switching from normal power to standby (emergency) power and a contact on each transfer switch closed on normal power supply with two wires from this contact to one elevator controller. Provide a means for absorbing power regenerated by the elevator system when running with overhauling loads such as full load down.

Owner bears the responsibility to advise Otis if emergency power is supplied to the elevator(s). Additional charges will apply if owner fails to do so, and Otis has to later reconfigure the elevator to accept emergency power.

LIGHTING

Any modification or installation of lights and/or GFI electrical outlets in the machine room, secondary level and/or pit to be performed by others. Provide sufficient lighting in the buildings common areas to facilitate a safe working environment.

PROJECT BEING "DRIED-IN"

Work, as required, to keep the elevator lobbies, hoistway, machine room and storage area "dried-in" for the entire length of the project.

MACHINE ROOM ACCESS

Provide a self-locking and self-closing door for the elevator machine room. Access door to be adequately sized to accept our equipment. Modify machine room access, as required, to comply with code and facilitate safe egress of all equipment.

FIRE EXTINGUISHER

Provide fire extinguisher in elevator machine room.

NON-ELEVATOR MATERIAL IN HOISTWAY

Remove or encapsulate, as required, any non-elevator related pipes or wiring located in the elevator machine room or hoistway.

HOISTWAY VENTILATION

Provide code compliant hoistway ventilation. Code requires a means to prevent the accumulation of hot air and gasses at the top of the hoistway. Pressurizing the hoistways, or providing vents from the top of the hoistway to the outside of the building usually accomplishes this. Vents shall not be less than 3 1/2% of the area of the hoistway nor less than 3 sq. ft. for each elevator car, whichever is greater. You may not vent

the hoistway to the machine room. If the hoistway vents must run through the machine room, they must be enclosed in a fire rated structure and not violate clearances around our equipment.

HOISTWAY LEDGES

Provide a 75o angle constructed of a non-combustible material on all ledges that are 2" greater in the hoistway, excluding multi-hatch divider beams.

SUMP HOLE GRATING

Provide a flush grating over the sump hole located in the elevator pit.

STORAGE

Provide dry, protected and secure storage space, measuring 20' x 25' per elevator, adjacent to the hoistway. Otis shall be compensated for material delivered that has to be relocated after initial placement in the building, is stolen or is removed from the jobsite.

DISPOSAL

The disposal of removed elevator components; machines, controllers, ropes, hydraulic fluid, oils, buffers and packing materials from the new equipment and any and all related materials shall be the sole responsibility of the Owner. If a dumpster is provided on site, we will deposit waste materials in the dumpster or at an agreed upon on-site location for removal by the owner.

PIT LADDERS

Provide a pit ladder, as required, in each pit that does not have walk-in access doors. Ladder shall extend 48" above first landing access door.

OPERATING ELEVATORS FOR OTHER TRADES

If we are required to operate an elevator to facilitate the work of other trades (e.g., sprinklers, smoke sensors, ledges, etc.) then we shall be compensated for this lost time and the project schedule shall also be modified.

EMERGENCY RETURN UNIT (ERU)

If an ERU battery-operated lowering device is being provided with your hydraulic elevator modernization than others are to provide an auxiliary contact in either the existing lockable disconnect (if currently code compliant) or in a new code compliant lockable disconnect.

PARKING

You shall provide free parking for our crew near the building for the duration of the project.

CODE COMPLIANCE

Our bid is expressly conditioned upon compliance with 2016 ASME A17.1 code.

Any other requirements of other versions of code or AHJ's specific requests not found in the current code is excluded. Any additional work required as a result of revisions to the code or adoption of new code by the State, or the local AHJ, is expressly excluded as well and will be provided at additional expense above and beyond the stated Contract Price.

INSPECTIONS

Otis will cover the cost of one (1) day of inspections. Any subsequent inspection(s) required by local AHJ's or re-inspections that are not the fault of Otis will be billed at additional expense via change order. In this event, the change order will need to be executed prior to turning the car over for public use.

ASBESTOS

Should any asbestos be found to be present in the building which is related to any of our work, it shall be the responsibility of others to abate, contain or prepare the workplace as safe for our employees to work

within or about. Otis will not be responsible for working with asbestos which may be disturbed or uncontained. Otis will not be responsible for any costs associated with delay of the job should asbestos be detected or require addressing by others for us to proceed. This includes but is not limited to re-mobilization charges which may be applied.

MATERIAL RESPONSIBILITY

Material delivered to the jobsite is the property of the Owner and/or Customer. Otis maintains no responsibility for this material. The Customer is financially responsible for all cost to replace any damaged, stolen or missing material or equipment. Otis will not be responsible for deductibles on "Builder's Risk" insurance policies. Otis will provide a change order, police report and affidavits as needed to substantiate the claim. Otis will not procure replacement equipment until a signed change order is received.

LOCKOUT TAG OUT

In furtherance of OSHA's directive contained in 29 C.F.R. § 1910.147(f)(2)(i), which requires that a service provider (an "outside employer") and its customer (an "on-site employer") must inform each other of their respective lock out/tag out ("LOTO") procedures whenever outside servicing personnel are to be engaged in control of hazardous energy activities on the customer's site, Otis incorporates by reference its mechanical LOTO procedures and its electrical LOTO procedures. These procedures can be obtained at www.otis.com by (1) clicking on "The Americas" tab on the left side of the website; (2) choosing "US/English" to take you to the "USA" web page; (3) clicking on the "Otis Safety" link on the left side of the page; and (4) downloading the "Lockout Tagout Policy Otis 6.0" and "Mechanical Energy Policy Otis 7.0," both of which are in .pdf format on the right side of the website page. Customer agrees that it will disseminate these procedures throughout its organization to the appropriate personnel who may interact with Otis personnel while Otis personnel are working on site at Customer's facility.

CONFINED SPACES

The machine room, hoistway, pit and mezzanine ("Elevator Spaces") may be considered Permit-Required Confined Spaces as defined by the Occupational Safety and Health Organization ("OSHA"), 29 C.F.R. § 1910.146(b) and § 1926 Subpart AA. Otis has a documented process to control or eliminate hazards and classify such Elevator Spaces as non-permit required confined spaces. In the event that the customer/general contractor or unique site conditions or hazards (such as chemical manufacturing sites) require Otis to handle such Elevator Spaces as Permit-Required Confined Spaces, the customer/general contractor will be responsible for supplying, at its expense, all resources, including monitoring, permitting, attendants and rescue planning associated with handling such Elevator Spaces as Permit-Required Confined Spaces. The customer/general contractor is required to inform Otis of all known or potential hazards related to Elevator Spaces that Otis may be required to access prior to Otis performing any work in such spaces. Further, the customer/general contractor is required to communicate any changes in the conditions associated with such Elevator Spaces or activities in or around such spaces that could introduce a hazard into such spaces.

GENERAL REQUIREMENTS

FORCE MAJEURE

Otis shall not be in breach of this contract or be liable to the other party if it fails to perform or delays the performance of an obligation as a result of an event beyond its reasonable control, including but not limited to: strikes, lock-outs, industrial disputes, fire, flood, acts of God, war, insurrection, vandalism, sabotage, invasion, riot, national emergency, acts of terrorism, embargoes or restraints, extreme weather or traffic conditions, epidemic, pandemic, quarantine, legislation, regulation, or other act of any government or entity.

LIMITATION ON DAMAGES

Notwithstanding anything else in this agreement, in no event shall either party be liable for any indirect, incidental, collateral, special, punitive, liquidated or consequential damages or losses such as loss of revenues, loss of profits, or harm to business reputation, whether foreseeable and whether arising in contract, tort, strict liability or otherwise.

Neither party's liability to the other for any reason arising from this Agreement shall exceed the value of the Agreement.

EXAMINATION OF EQUIPMENT

Except insofar as your equipment may be covered by an Otis maintenance or service contract, it is agreed that we will make no examination of your equipment other than that necessary to do the work described in this contract and assume no responsibility for any part of your equipment except that upon which work has been done under this contract.

RE-MOBILIZATION

You agree to pursue and schedule the work by other trades in a timely manner so as to not interrupt our work. Should our crew(s) have to suspend work on the job to await the conclusion of work by others not party to this contract, we shall be entitled to a re-mobilization charge of \$5,000.00. We shall also extend the stated durations to the extent that we are delayed.

INSURANCE

OTIS

Otis agrees to maintain Commercial General Liability coverage in the amount of \$1,000,000 per occurrence and \$2,000,000 in the aggregate, Automobile Liability in the amount of \$1,000,000 Combined Single Limit for Bodily Injury and Property Damage, Worker's Compensation in statutory limits for the duration of the project. In lieu of adding parties to its Commercial General liability policy, parties will be made named insureds on an Owners' and Contractor's Liability (OCPL) policy with limits of \$2,000,000 per occurrence / \$2,000,000 annual aggregate.

CUSTOMER

You shall insure that all risk insurance upon the full value of the Work and material delivered to the job site is maintained at no cost to us.

CERTIFICATES

If either party so requires, in writing, the other party shall furnish a copy of the certificates of insurance evidencing the above insurance coverages.

PRIVACY

The products and/or services being provided may result in the collection of Personal Information. Otis and the Customer will comply with applicable Data Privacy Laws as they pertain to personal information processed in connection with activity under this Agreement. "Personal Information" shall mean information and data exchanged under this agreement related to an identifiable natural person. "Processing" of Personal Information shall mean the operation or set of operations whether automated or not, performed on Personal Information such as collecting, recording, organizing, structuring, storing, adapting, altering, retrieving, consulting, using, disclosing, sharing or erasing. "Controller" shall mean the party that determines the purposes and means of processing Personal Information. With respect to any Personal Information provided by you to Otis, you shall be the Controller and you warrant that you have the legal right to share such Personal Information with Otis and you shall be responsible for all obligations relating to that data, including without limitation providing notice or obtaining consent as may be required by law.

Once you have lawfully provided Personal Information to Otis, you and Otis shall become co-Controllers. Otis may share such Personal Information internally, across borders and with service providers in accordance with applicable Data Privacy Laws. Otis transfers information subject to the Binding Corporate Rules of its Parent Company, United Technologies Corporation (UTC). Otis may store Personal Information provided by you on servers located and accessible globally by UTC entities and their services providers. The parties agree to cooperate and to take reasonable commercial and legal steps to protect Personal Information against undue disclosure. In this regard each party shall notify the other in the event of a data breach, which shall include the actual or unauthorized access to or possession of, or the loss or destruction of, Personal Information, whether intentional or accidental. The party whose system was compromised in the data breach incident shall be responsible for any notifications and associated costs. Should either party receive in any form, (i) a complaint or allegation indicating a violation of applicable data privacy law, (ii) a request seeking access to correct or delete Personal Information or (iii) an inquiry or complaint related to the processing of personal information, said party shall take reasonable commercial steps to immediately notify the other party.

ARBITRATION

Subcontractor agrees to submit to Non-Binding Arbitration by the American Arbitration Association but does not waive its rights to pursue other remedies available at law and equity.

PAYMENT AND SCHEDULE OF VALUES

You agree to be bound and pay in accordance with the supplied schedule of values. We shall be paid for our material delivery invoice prior to starting work. We shall be paid in full for all change orders and the base contract amount (**up to 95%**) prior to scheduling an inspection and/or turnover of the elevators to you for use. Otis reserves the right to discontinue work or not turn over elevators unless payments are current.

- Our quoted price is based on the "Initial Payment" equaling **fifty percent (50%)** of contract award. This amount PLUS a fully executed subcontract must be received prior to releasing equipment for manufacturing or scheduling any other work. Refer to the "Schedule of Values" below.
- Otis will mobilize after the "Material Delivery Payment" is received. See "Schedule of Values" below.
- If Otis Elevator Company ("Otis") is directed by you to furnish any labor, service, or material that is outside of the mutually agreed upon scope of work of this agreement ("Out of Scope Work"), Otis may agree to perform such Out of Scope Work (1) subject to receipt of a written notice to proceed prior to commencement of any such Out of Scope Work; and (2) contingent upon receipt of a mutually agreed upon and executed change order within thirty (30) calendar days of such written notice to proceed. If the parties are unable to agree to terms that lead to the issuance of a mutually agreed upon and executed change order within such thirty (30) day period, Otis may suspend the Out of Scope Work. Notwithstanding any other provision, language, term or condition of this agreement to the contrary, Otis shall not be liable for any project delays and/or damages, including but not limited to liquidated damages, associated with a delay in the issuance of a mutually agreed upon and executed change order.

SUBSTANTIAL COMPLETION/"PROGRESS PAYMENTS"

This payment is due upon substantial completion of each modernized elevator. Substantial completion is defined as a functional elevator that is accepted by you for general use. Any agreed upon punch-list items will be corrected within a mutually agreeable timeframe. This payment, however, is still due upon substantial completion of each elevator modernization. The "Progress Payment" amount shown on the SOV is divided by the total number of

elevators being modernized as a part of this contract. This amount is due within thirty (30) days of the elevator being turned over for general use.

- Final payment shall be due thirty (30) days after acceptance of the elevator installation. Otherwise, warranties shall be suspended until payment in full is received.
- All change orders must be executed and paid prior to scheduling a final inspection and turn over to customer.
- Otis will not agree to any language referencing or implying "pay when paid." This contract is between Otis Elevator and referenced entity. The attached payment schedule ("Schedule of Values") is not contingent upon said entity's ability to be paid by others or any other factor or event not described above.

SCHEDULE OF VALUES:

| SCHEDULE OF VALUES | | | |
|--|---|----|----------|
| Base Contract Amount: \$128,500 | | | |
| DUE DATE | DESCRIPTION | % | VALUE |
| Upon Submittal of drawings for approval | Engineering/Drawings/Mobilization "Initial Payment" | 35 | \$44,975 |
| Upon Material Delivery | Materials for project "Material Delivery Payment" | 35 | \$44,975 |
| Upon Substantial Completion (90%) of Each Elevator | Installation labor "Labor Progress Payments" | 25 | \$32,125 |
| Within 30 Days After Turnover | Retention on project "Retention Payment" | 5 | \$6,425 |

DOWN PAYMENT (OPTION)

DISCOUNT SCHEDULE

- **Pre-Payment Discount** - Otis will offer the below discount schedule for larger pre-payment amounts:
 - **75% Pre-Payment** 2% discount off base bid
 - **90% Pre-Payment** 3% discount off base bid

LEAD TIME AND DURATION

We anticipate approximately 14 weeks manufacturing time from receipt of signed contract, signed fixture approvals and down payment.

Thereafter, once a start date has been determined based on manpower availability and material delivery, we expect the modernization to take approximately 5 weeks per car, during which time the car will be out of service and unavailable for public use.

All work will be performed during our regular working hours of our regular working days. It is agreed that we do not assume possession or control of any part of the equipment but such remains yours exclusively as the owner (or lessee) thereof.

SCHEDULE

Our proposal is based on a delivery date of September 1, 2024. If the delivery date is delayed 90 calendar days or greater, customer agrees to pay applicable factory material price increases. A fully executed change order and full payment of the price increase, in addition to full payment of the required down payment by Customer is required prior to the factory material being ordered and released. Additionally, if your project schedule changes and extends installation or completion of labor into a future year or year(s), Customer agrees to pay applicable labor escalation price increases. A fully executed change order regarding the labor escalation price increase must be executed prior to mobilization and the start of any work.

Due to current market conditions the availability of elevator installation labor is limited. If this proposal is not accepted within 30 days, prior to acceptance of any award Otis reserves the unilateral right to decline the award based on a review of the project schedule and our labor availability/commitments.

ALTERNATE NO. 1 – New Cab Interior

Otis will renovate the above referenced elevator with the Tier 1 interior design package. All material provided shall be manufactured and installed in accordance with the ASME A17.1 Safety Code for Elevators and Escalators. The renovation shall include the following:

- Layers 2-6 horizontal panels in customer's choice of standard Wilsonart® plastic laminate, with 1/8" black shadow lines set into the surface. Satin stainless steel corner and front reveals. Satin stainless steel toe kicks with satin silver aluminum toe kick binders at the base of the panels, allowing for ventilation. Satin silver aluminum top cap with integrated pad hook channel above the panels. The visible panel edges near the door are protected with binders (if required) in satin silver aluminum.
- Handrail – A new handrail will be mounted to the rear wall panel in accordance with ADA requirements and local governing codes. Handrail will be #4 finish stainless steel solid flat bar with returned ends.
- New Ceiling - We will remove existing ceiling and replace with new modular down-light LED ceiling. The aluminum ceiling frame, in satin silver finish, is divided into 6 sections; each section contains an insert in gloss black.
- Cab Pads – we will furnish a new set of cab pads custom fit to your new interior.

CONTRACT PRICE.....ADD \$17,500
Add \$8,750 to down-payment amount

INITIAL TO ACCEPT: _____

ALTERNATE NO. 2 – New Stainless Steel Car Door

We will furnish and install a new single speed side slide car door finished in brushed stainless steel. The existing track and sill will be retained.

CONTRACT PRICE.....ADD \$4,250
Add \$2,125 to down-payment amount

INITIAL TO ACCEPT: _____

OTIS MODERNIZATION

ALTERNATE NO. 3 – New Emergency Return Unit

We will furnish and install an Emergency Return Unit (ERU) providing auxiliary power to your hydraulic elevator. In the event of a primary power failure or a single phase condition, the ERU is designed to automatically return the elevator to its lowest landing at normal speed and allow all passengers to exit safely.

CONTRACT PRICE.....ADD \$3,500
Add \$1,750 to down-payment amount

INITIAL TO ACCEPT: _____

The extent of the work to be performed is either described above or in the attached specification which is incorporated into and made a part of this document.

| | |
|--------------|---|
| PRICE | \$128,500 Plus Applicable Sales and/or Use Taxes |
| | One Hundred Twenty-Eight Thousand Five Hundred Dollars Type Dollar Amount |

This price is based on a **fifty percent (50%)** down payment in the amount of \$64,250.

Due to current market conditions, this BUDGET proposal is valid for thirty (30) days.

This proposal, including the provisions printed on the pages following, shall be a binding contract between you, or the party identified below for whom you are authorized to contract (collectively referred to herein as "you"), and us when accepted by you through execution of this proposal by you and approved by our authorized representative; or by your authorizing us to perform work for the project and our commencing such work.

Accepted in Duplicated

Submitted by: 
Kelly Walker

CUSTOMER

Approved by Authorized Representative

Date: _____

Signed: X _____

Print Name: _____

Title: _____

Name of Company: _____

OTIS ELEVATOR COMPANY

Approved by Authorized Representative

Date: _____

Signed: X _____

Print Name: _____

Title: _____

- Principal, Owner or Authorized Representative of Principal or Owner
- Agent
(Name of Principal or Owner)

TERMS AND CONDITIONS

The work shall be performed for the agreed price plus any applicable sales, excise or similar taxes as required by law.

In addition to the agreed price, you shall pay to us any future applicable tax imposed on us, our suppliers or you in connection with the performance of the work described.

This quotation is subject to change or withdrawal by us prior to acceptance.

We warrant to you that the work performed by us hereunder shall be free from defects, not inherent in the quality required or permitted, in material and workmanship for one (1) year from the date of substantial completion. Our duty and your remedy under this warranty are limited to our correcting any such defect you report to us within the warranty period by, at our opinion, repair or replacement, provided all payments due under the terms of this contract have been made in full. All parts used for repair or replacement under this warranty shall be good quality and furnished on an exchange basis. Printed circuit boards used for replacement parts under this warranty may be refurbished boards. Exchanged parts become our property.

We shall perform the work during our regular working hours of our regular working days unless otherwise agreed in writing. You shall be responsible for providing suitable storage space at the site for our material.

You shall obtain title to the equipment furnished hereunder when final payment for such equipment is received by us. In addition, you shall be granted a license to use software incorporated into such equipment solely for operating such equipment and in accordance with the terms regarding licensing further below. Further, Customer shall not have the right to take title or possession of any of Otis' tools or machinery used by Otis in providing its services or work.

Any drawings, illustrations or descriptive matter furnished with the proposal are submitted only to show the general style, arrangement and dimensions of the equipment.

Payments shall be made as follows: A down payment of fifty percent (50%) shall be billed upon award. Once payment is received, the material order will be placed; the balance shall be paid on completion if the work is completed within a thirty day period. If the work is not completed within a thirty day period, monthly progress payments shall be made based on the value of any equipment ready or delivered, if any, and labor performed through the end of the month less a five percent (5%) retainage and the aggregate of previous payments. We shall be paid in full for all change orders and the base contract amount up to 90% prior to scheduling an inspection and/or turnover of the elevators to you for use. The retainage shall be paid when the work is completed. We reserve the right to discontinue our work at any time until payments shall have been made as agreed and we have assurance satisfactory to us that subsequent payments will be made when due. Payments not received within thirty (30) days of the date of invoice shall be subject to interest accrued at the rate of eighteen percent (18%) per annum or at the maximum rate allowed by applicable law, whichever is less. We shall also be entitled to reimbursement from you of the expenses, including attorney's fees, incurred in collecting any overdue payments.

Any material removed by us in the performance of the work shall become our property.

Our performance is conditioned upon your securing any required governmental approvals for the installation of any equipment provided hereunder and your providing our workmen with adequate electrical power at no cost to us with a safe place in which to work, and we reserve the right to discontinue our work in the building whenever in our opinion working conditions are unsafe. If overtime work is mutually agreed upon and performed, an additional charge thereof, at our usual rates for such work, shall be added to the contract price. The performance of our work hereunder is conditioned on your performing the preparatory work and supplying the necessary data specified on the front of this proposal or in the attached specification, if any. Should we be required to make an unscheduled return to your site to begin or complete the work due to your request, acts or omissions, then such return visits shall be subject to additional charges at our current labor rates. We disclaim any responsibility for claims or damages associated with elevator service interruptions caused by or resulting from work performed by you or others retained by you to perform work.

We shall retain a security interest in all material furnished hereunder and not paid for in full. You agree that a copy of this Agreement may be used as a financing statement for the purpose of placing upon public record our interest in any material furnished hereunder, and you agree to execute a UCC-1 form or any other document reasonably requested by us for that purpose.

Except insofar as your equipment may be covered by an Otis maintenance or service contract, it is agreed that we will make no examination of your equipment other than that necessary to do the work described in this contract and assume no responsibility for any part of your equipment except that upon which work has been done under this contract.

Neither party shall be liable to the other for any loss, damage or delay due to any cause beyond either parties reasonable control, including but not limited to acts of government. Notwithstanding any provision in any contract document to the contrary, our acceptance is conditioned on being allowed additional time for the performance of the Work due to delays beyond our reasonable control, strikes, lockouts, other labor disputes, fire, explosion, theft, weather damage, flood, earthquake, riot, civil commotion, war, mischief or act of God.

We do not agree under our warranty to bear the cost of repairs or replacements due to vandalism, abuse, misuse, neglect, normal wear and tear, modifications not performed by us, improper or insufficient maintenance by others, or any cause beyond our control. We shall conduct, at our own expense, the entire defense of any claim, suit or action alleging that, without further combination, the use by you of any equipment provided hereunder directly infringes any patent, but only on the conditions that (a) we receive prompt written notice of such claim, suit or action and full opportunity to assume the sole defense thereof, including settlement and appeals, and all information available to you for such defense; (b) said equipment is made according to a specification or design furnished by us; and (c) the claim, suit or action is brought against you. Provided all of the foregoing conditions have been met, we shall, at our

own expense, either settle said claim, suit or action or shall pay all damages excluding consequential damages and costs awarded by the court therein and, if the use or resale of such equipment is finally enjoined, we shall at our option, (i) procure for you the right use of the equipment, (ii) replace the equipment with equivalent noninfringing equipment, (iii) modify the equipment so it becomes noninfringing but equivalent, or (iv) remove the equipment and refund the purchase price (if any) less a reasonable allowance for use, damage or obsolescence.

The express warranties set forth in this agreement are the exclusive warranties given: we make no other warranties express or implied, and specifically make no warranty of merchantability or of fitness for any particular purpose; and the express warranties set forth in this agreement are in lieu of any such warranties and any other obligation or liability on our part.

Under no circumstances shall either party be liable for special, indirect, liquidated, or consequential damages in contract, tort, including negligence, warranty or otherwise, notwithstanding any indemnity provision to the contrary. We will use commercially reasonable efforts to complete the work set forth herein with minimal disruption to elevator service for you and your tenants (as applicable). Notwithstanding the foregoing, the parties acknowledge that delays and disruptions in service are a normal result of the type of work described herein, and notwithstanding any other representations, warranties or indemnity obligations hereunder, we will have no liability for any direct or indirect damages resulting from interruptions in elevator service during the performance of our obligations.

Your remedies set forth herein are exclusive and our liability with respect to any contract, or anything done in connection therewith such as performance or breach thereof, or from the manufacture, sale, delivery, installation, repair or use of any equipment furnished under this contract, whether in contract, in tort, in warranty or otherwise, shall not exceed the price for the equipment or services rendered.

It is agreed that after completion of our work, you shall be responsible for ensuring that the operation of any equipment furnished hereunder is periodically inspected. The interval between such inspections shall not be longer than what may be required by the applicable governing safety code.

By accepting delivery of parts incorporating software you agree that the transaction is not a sale of such software but merely a license to use such software solely for operating the unit(s) for which the part was provided, not to copy or let others copy such software for any purpose whatsoever, to keep such software in confidence as a trade secret, and not to transfer possession of such part to others except as a part of a transfer of ownership of the equipment in which such part is installed, provided that you inform us in writing about such ownership transfer and the transferee agrees in writing to abide by the above license terms prior to any such transfer.

Our work shall not include the identification, detection, abatement, encapsulation or removal of asbestos, polychlorinated biphenyl (PCB), or products or materials containing asbestos, PCB's or other hazardous substances. In the event we encounter any such product or materials in the course of performing work, we shall have the right to discontinue our work and remove our employees from the project until you have taken the appropriate action to abate, encapsulate or remove such products or materials, and any hazards connected therewith, or until it is determined that no hazard exists (as the case may require). We shall receive an extension of time to complete the work hereunder and compensation for delays encountered as a result of such situation.

This Agreement constitutes the entire understanding between the parties regarding the subject matter hereof and may not be modified by any terms on your order form or any other document, and supersedes any prior written or oral communication relating to the same subject. Any amendment or modifications to this Agreement shall not be binding upon either party unless agreed to in writing by an authorized representative of each party. Both parties agree that any form issued by you that contains any terms that are inconsistent with those contained herein shall not modify this Agreement, nor shall it constitute an acceptance of any additional terms.



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: April 15, 2024

SUBJECT: Add Fee for Cremation Disinterment
DEPT. OF ORIGIN: Parks and Open Space Department
DATE SUBMITTED: April 4, 2024
SUBMITTED BY: Bryan Wagner, Parks & Open Spaces Director

Summary:

Currently in the Cemetery Rules and Regulations Manual there is no set fee for a cremation disinterment. There are set fees for disinterment for infant (\$250) or adult (\$500) casket/vault. The cemetery has been charging the infant and adult casket/vault disinterment fee listed in the past. We received a request from a local funeral home about adding a fee for a cremation disinterment to lessen the cost to family members. We currently charge \$90.00 for Cremation Open/Close interment. We took this request before the Cemetery Advisory Board in January 2024. We as staff feel that we should be charging less for a cremation disinterment. Staff asked the advisory board to approve a \$90.00 fee for a cremation disinterment, which they agreed and approved.

Staff is asking for approval from City Commission to implement a new fee for a Cremation Disinterment of \$90.00. We feel we should charge less for a cremation disinterment similar to the cremation interment cost.

Fiscal Impact: None

Reviewed By: Deborah Corral
Finance Department

Digitally signed by Deborah Corral
Date: 2024.04.08 16:11:48 -06'00'

Changing the Disinterment Fees would reduce the overall amount of fees collected based on the current practice, however, we believe the budgetary impact would be minor.

Attachments:

Current Fee Structure

Legal Review:

Approved As To Form: /s/ Valerie Chacon
City Attorney

Recommendation:

Add fee for cremation disinterment as this is not set in the rules and regulations book.

Approved For Submittal By:

Digitally signed by Bryan J Wagner
DN: cn=US, email=bjw@hobbsnm.org,
o=City of Hobbs, ou=POSD Director,
c=Bryan J Wagner
Date: 2024.04.05 17:20:33-0500

Bryan J Wagner
Department Director

[Signature]
City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN

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

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

CITY OF HOBBS

RESOLUTION NO. 7464

A RESOLUTION AUTHORIZING THE CITY OF HOBBS CITY COMMISSION TO IMPLEMENT
A NEW FEE FOR CREMATION DISINTERMENT FOR INFANTS AND ADULTS

WHEREAS, THE City of Hobbs provides cremation interment and disinterment services
at city owned and operated cemeteries;

WHEREAS, there has not been a designated fee cremation disinterment service in the
past;

WHEREAS, to keep cost fair and consistent with other services the city provides, the
Cemetery Advisory Board approved the cost of \$90.00 fee for cremation disinterment service for
infants and adults;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY
OF HOBBS, NEW MEXICO, that the City Commission shall pass this new fee of \$90.00.

PASSED, ADOPTED AND APPROVED this 15th day of April, 2024

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

City of Hobbs Cemetery Fees

LOTS

| | | |
|--|--|------------|
| ADULT | | \$575.00 |
| | **Perpetual Care Fee | 30.00 |
| <p>**Perpetual Care Fee is a one-time charge for maintenance. This fee is added to each lot sold or to each Open/Close lot.</p> | | |
| | Weekday: Lot, Open/Close, Perpetual Care Fee | \$1,005.00 |
| | OR | |
| | Saturday or City-Observed Holiday: Lot, Open/Close, Perpetual Care Fee | \$1,405.00 |
| <p>Open/Close fees cannot be pre-paid:</p> | | |
| | Monday - Friday | \$400.00 |
| | Perpetual Care Fee | 30.00 |
| | Saturday or City-observed holidays | \$800.00 |
| | Perpetual Care Fee | 30.00 |
| <p>Cremations (Open/Close in occupied Adult Lots)</p> | | |
| | Monday - Friday | \$ 90.00 |
| | Saturday or City-observed holidays | 490.00 |
| <p>Cremation Lots</p> | | |
| | Monday - Friday | \$ 120.00 |
| | Saturday or City-observed holidays | 520.00 |
| Infant | Monday - Friday: Lot, Open Close | \$ 145.00 |
| | Saturday or City-observed holidays | 445.00 |

MONUMENTS

Only pre-approved monument companies accepted.

| | |
|-------------|----------|
| Setting Fee | \$ 30.00 |
|-------------|----------|

MAUSOLEUM

Per front foot (10' minimum)

| | |
|-----|----------|
| Lot | \$ 50.00 |
|-----|----------|

DISINTERMENT

| | |
|--|-----------|
| Adult | \$ 500.00 |
| With Re-Interment in a City of Hobbs Cemetery. | \$ 900.00 |
| Infant | \$ 250.00 |
| With Re-Interment in a City of Hobbs Cemetery. | \$ 250.00 |

CEMETERY LOTS PAYMENT PLAN

| |
|-------------------------------------|
| \$575.00 |
| <u>- 25% down payment \$143.75</u> |
| <u>+ Perpetual Care Fee \$30.00</u> |
| = Total Down Payment \$173.75 |

\$71.88 a month for 6 months of the remaining balance. Perpetual care fee is added to the down payment amount.