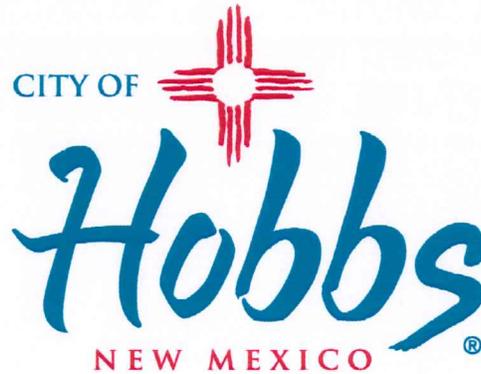


Commission Meeting Agenda



Mayor

Samuel D. Cobb

City Commission

Marshall R. Newman

Christopher R. Mills

Larron B. Fields

Joseph D. Calderón

Dwayne Penick

Don R. Gerth

Acting City Manager

Manny Gomez

January 4, 2021



Hobbs City Commission

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

Monday, January 4, 2021 – 6:00 p.m.

Virtual Meeting Held by Video Conference

Sam D. Cobb, Mayor

Marshall R. Newman
Commissioner – District 1

Christopher R. Mills
Commissioner – District 2

Larron B. Fields
Commissioner – District 3

Joseph D. Calderon
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 December 21, 2020, Regular Commission Meeting

PROCLAMATIONS AND AWARDS OF MERIT

None

PUBLIC COMMENTS

Written public comments are welcome. Due to the current COVID-19 State of Emergency and the orders of the New Mexico Department of Health, public comment should be submitted in writing to the City Clerk at jfletcher@hobbsnm.org or faxed to (575) 397-9334 no later than 4:30 p.m. on January 4, 2021.

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

2. Resolution No. 7015 – Declaring All Meeting of the City Commission, Boards and Committees of the City of Hobbs to be Public Meetings and Adopting Reasonable Notice Procedures *(Efren Cortez, City Attorney)*
3. Resolution No. 7016 – Establishing Fees Pertaining to the Cost for Copies Under the Inspection of Public Records Act *(Jan Fletcher, City Clerk)*
4. Resolution No. 7017 - Adopting Budgetary Adjustment #3 for FY 2020-2021 *(Toby Spears, Finance Director)*

DISCUSSION

5. Presentation and Update by Salvation Army *(Shannon Brown)*

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

6. Consideration of Approval of the Paid Time Off (PTO) Payout for Calendar Year 2020 *(Toby Spears, Finance Director)*

COMMENTS BY CITY COMMISSIONERS, CITY MANAGER

7. Next Meeting Date:
 - City Commission Regular Meeting
Tuesday, January 19, 2021, at 6:00 p.m.

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



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: January 4, 2021

SUBJECT: City Commission Meeting Minutes

DEPT. OF ORIGIN: City Clerk's Office
DATE SUBMITTED: December 30, 2020
SUBMITTED BY: Jan Fletcher, City Clerk

Summary:

The following minutes are submitted for approval:

- Regular Commission Meeting of December 21, 2020

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, December 21, 2020, in Hobbs, New Mexico. This was a virtual meeting held by video conferencing and viewable to the public via Livestream on the City's website at www.hobbsnm.org.

Call to Order and Roll Call

Mayor Cobb called the meeting to order at 6:00 p.m. and welcomed everyone viewing through Livestream. Mayor Cobb called the roll and the following identified themselves as participating remotely through video conferencing and answered present:

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

The following staff members and presenters participated remotely in the meeting via video conference:

Manny Gomez, Acting City Manager/Fire Chief
Efren Cortez, City Attorney
Barry Young, Deputy Fire Chief
Missi Currier, CEO, Economic Development Corporation (EDC)
David Shaw, CEO, Nor Lea Hospital District
Jan Fletcher, City Clerk

Mayor Cobb explained the guidelines issued by the New Mexico Attorney General's Office, Open Government Division (OGD), regarding the virtual public body meeting through video conferencing. He stated the following guidelines must be followed:

- At the start of the meeting, the Mayor should announce the names of those members of the public body participating remotely.
- All members of the public body participating remotely must identify themselves whenever they speak and must be clearly audible to the other members of the public body and to the public.
- Members of the public should be afforded remote access, via livestream.
- Mayor should suspend discussion if the audio or video is interrupted.
- All votes of the public body must be a roll call vote.
- The public body should produce and maintain a recording of the open session of the meeting.

For the record, it is noted that all of these guidelines were strictly followed during the entire City Commission meeting.

Invocation and Pledge of Allegiance

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

Approval of Minutes

Commissioner Calderón moved that the minutes of the regular meeting held on Monday, December 7, 2020, be approved as written. Commissioner Newman seconded the motion and a roll call vote was recorded as follows: Newman yes, Mills yes, Fields yes, Calderón yes, Gerth yes, Penick yes, Cobb yes. The motion carried.

Proclamations and Awards of Merit

Acting City Manager/Fire Chief Manny Gomez recognized the employees who have reached milestone service awards with the City of Hobbs for the month of December, 2020, which total 75 years of service worked. Acting City Manager/Fire Chief Gomez read their names, job titles and gave a brief summary of the job duties performed by each of the following employees:

- 5 years – Shannon Arguello, Municipal Court
- 5 years – Dustyn Wright, Hobbs Police Department
- 10 years – Ryan Inman, Hobbs Fire Department
- 10 years - Christopher Maynard, Utilities Department
- 20 years – Timothy Woomer, Utilities Department
- 25 years – James Marshall, Hobbs Fire Department

Acting City Manager/Fire Chief Gomez reviewed the overall department summary for milestones achieved in Calendar Year 2020. He thanked the Commission for recognizing the employees and their service to the City. He stated employees are the most important resource and asset within the organization, and he expressed thanks and appreciation to the employees and their families.

Presentation of Partners' Thank You Certificate from the U. S. Census Bureau.

Ms. Meghan Mooney, Communications Director, presented a Thank You Certificate from the U. S. Census Bureau to the Mayor, Commission, Staff, and members of the public. She stated this Thank You certificate was received in appreciation of the efforts for the successful 2020 Census. Ms. Mooney stated it is important to recognize the dedicated Complete Count Committee (CCC) Members on the Hobbs CCC. Ms. Mooney thanked the Hobbs CCC members for all they have done, and all they continue to do, and the interest they are still showing in the Census efforts and results. She stated the Census results will hopefully be made available on December 31, 2020, but may be extended due to the pandemic.

Mayor Cobb thanked Ms. Mooney for all her hard work put forth on the 2020 Census. Commissioner Fields echoed the Mayor's comments.

Public Comments

The public was given the opportunity to submit public comments prior to the meeting in writing via email to the City Clerk at jfletcher@hobbsnm.org or via fax to (575) 397-9334 by 4:30 p.m., on December 7, 2020. There was a letter submitted by Commissioner Mills regarding COVID-19 restrictions. Commissioner Mills read the letter aloud and it is made a part of these minutes.

Consent Agenda

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

Resolution No. 7009 – Authorizing the Opening of a New Special Revenue Fund in Accordance with State Audit Rule 2.2.2.10(O).

Resolution No. 7010 – Authorizing the Appointment of Hector Baeza to the Labor Management Relations Board as the Joint Appointee.

Resolution No. 7011 - Authorizing the Mayor to Execute a Notice of Termination of Leases with Lea Regional Hospital, LLC.

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

Discussion

COVID Vaccination Plan.

Mr. David Shaw, CEO of Nor Lea Hospital District explained some brief details about the COVID Vaccination and the overall COVID Vaccination plan moving forward. He stated the Center for Disease Control panel recommends that long-term care patients and frontline health care workers be first, followed by essential workers and then older and at-risk adults. He further stated the broad availability for others may come months later. Mr. Shaw stated there is a presentation available for viewing on the Nor Lea Hospital District's website which contains more details about the vaccine.

Action Items

FINAL ADOPTION: Ordinance No. 1129 – Authorizing the Mayor to Execute a Lease Agreement with FlexSteel USA, LLC, for Lease of Municipal-Owned Property at 5801 North Lovington Highway.

Mayor Cobb stated no public comments were received prior to the meeting by the City Clerk on the proposed ordinance.

Mr. Efren Cortez, City Attorney, stated the City of Hobbs owns 24.12 acres of land located in the Hobbs Industrial Air Park (HIAP) section of Hobbs, New Mexico. He stated the land was formerly the site of Halliburton's operations in Hobbs. Mr. Cortez stated the City and Halliburton terminated their lease on August 3, 2020. He further stated in an effort to provide the taxpayers of Hobbs the benefit of continued use of the property, the City seeks to lease the tract of land and all improvements to FlexSteel USA, LLC. Mr. Cortez stated the Lease will be for \$13,500.00 per month for an initial two-year term. He stated FlexSteel USA, LLC, would be entitled to a rental credit of \$2,091.74, for repairs they will complete on the City's building. Mr. Cortez stated the total rent to be paid by FlexSteel USA, LLC, during the initial term shall be \$273,798.24, which includes all of the offsets for repairs. He stated that at the expiration of the two-year term, the parties have the option to extend the Lease for up to four (4) five-year terms. The monthly rent for any renewal term will be \$13,500.00 per month which equates to \$162,000.00 annually. He stated pursuant to NMSA 1978, § 3-54-1 (D), publication of the proposed ordinance occurred on Sunday, December 6, 2020.

Ms. Missi Currier, CEO of the EDC, stated Mr. Kris Terrill with FlexSteel USA, LLC, is online tonight attending the meeting virtually. She thanked City staff for all of their assistance in the lease agreement with FlexSteel USA, LLC. She stated they are an amazing team.

Mr. Terrill expressed his appreciation to the City Commission for allowing him to be online tonight. He stated FlexSteel manufactures premium flexible pipe and pipeline products that were developed based on more than 30 years of experience. He continued to state that they deliver superior and reliable products. Mr. Terrill stated FlexSteel USA, LLC, has a sizable presence in West Texas. He stated the company has great potential for this facility in Hobbs.

In reply to Commissioner Mills' inquiry, Mayor Cobb stated the gross receipts tax (GRT) impact will not be known because the company is not required to provide the City with their gross revenue amount.

Mr. Terrill stated FlexSteel, USA, LLC, will be utilizing local laborers. He further stated the building will have multiple usages such as installing pipe, providing service and storing equipment which will create a substantial revenue. Mr. Terrill stated the Hobbs location will generate invoices in Hobbs which will generate local GRTs.

Mayor Cobb wished FlexSteel, USA, LLC, the best of luck and success in Hobbs. He also thanked Ms. Currier for her assistance in this project, and stated she is a great advocate for the EDC and Hobbs.

Proper publication having been made, and there being no public comments having been submitted in writing prior to the meeting and there being no further discussion, Commissioner Calderón moved to adopt Ordinance No. 1129 as presented. Commissioner Penick seconded the motion and roll call vote was recorded as follows: Newman yes, Mills yes, Fields yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion carried. A copy of the ordinance is attached and made a part of these minutes.

Resolution No. 7013 – Authorizing the Purchase of Two (2) 2021 Type 1 Medix Ambulances Utilizing HGAC Contract Pricing in the Amount of \$399,944.00.

Mr. Barry Young, Deputy Fire Chief, stated the City of Hobbs received a State of New Mexico 2020 Legislative Capital Appropriation Project in the amount of \$400,000.00 which was awarded to the City of Hobbs Fire Department to purchase and equip ambulances including advanced life support capabilities. He stated this project will address the need to replace current ambulances which are reaching the end of their operational capability within the Emergency Medical Services (EMS) system. Deputy Fire Chief Young stated this project will allow the department to continue the high level of service expected and currently provided to the community. He stated the Hobbs Fire Department requests to purchase two 2021 Type I Medix ambulances through HGAC contract pricing in the amount of \$399,944.00 to expend the State appropriated funds.

Commissioner Penick thanked Deputy Fire Chief Young for all his hard work.

There being no further comment or discussion, Commissioner Newman moved that Resolution No. 7013 be adopted as presented. Commissioner Calderón seconded the motion and roll call vote was recorded as follows: Newman yes, Mills yes, Fields yes, Gerth yes, Calderón yes, Penick yes, Cobb yes. The motion carried. Copies of the resolution and supporting documentation are attached and made a part of these minutes.

Resolution No. 7014 – Authorizing the Purchase of One (1) Smeal 100' Aerial Platform Fire Apparatus and Additional Equipment Utilizing HGAC Contract Pricing in the Amount of \$1,470,354.00.

Deputy Fire Chief Young stated a State of New Mexico 2020 Legislative Capital Appropriation Project in the amount of \$1,500,000.00 and was awarded to the City of Hobbs Fire Department to purchase and equip a fire truck with an aerial platform. He stated this project will address the need for a second aerial apparatus for the Hobbs Fire Department and Hobbs. Deputy Fire Chief Young stated this project allows the department to continue the high level of service expected and currently provided throughout the community. He stated the Hobbs Fire Department wishes to purchase one Smeal 100' Aerial Platform Fire Apparatus, along with the additional equipment

supplied per the specifications included. Deputy Fire Chief Young stated this purchase will be made through HGAC contract pricing in the amount of \$1,470,354.00. He thanked Senator Gay Kernan, Senator Gregg Fulfer, Senator David Gallegos and Senator Larry Scott for their support in securing the funds for the Hobbs Fire Department.

In answer to Commissioner Mills' inquiry, Deputy Fire Chief Young stated in layman's terms that an aerial apparatus is a big ladder fire truck.

There being no further comment or discussion, Commissioner Newman moved that Resolution No. 7014 be adopted as presented. Commissioner Mills seconded the motion and roll call vote was recorded as follows: Newman yes, Mills yes, Fields yes, Calderón yes, Penick yes, Cobb yes. The motion carried. Copies of the resolution and supporting documentation are attached and made a part of these minutes.

Mayor Cobb stated City residents receive discounts on their home insurance premium due to the ISO rating of the Hobbs Fire Department.

Acting City Manager/Fire Chief Gomez stated Hobbs has an ISO Rating 2 based on water supply, communications and equipment, including aerial devices, which helps keep the rating low.

COMMENTS BY CITY COMMISSIONERS, CITY MANAGER

Mayor Cobb stated the next Commission meeting will be held on Monday, January 4, 2021.

Commissioners Mills, Fields and Calderón, Gerth and Mayor Cobb wished everyone a Merry Christmas and a Happy New Year.

Commissioner Penick thanked Ms. Meagan Mooney, Communications Director, regarding her work on the U. S. Census 2020.

Commissioner Penick expressed appreciation on Commissioner Mills' public comments. He concurred with Commissioners Mills regarding kids being negatively affected by not able to do school sports, not able to hold funerals, 25% suicide has increased in kids, increased overdosed, not able to pay rent and lack of food and lockdown are taking away citizens' rights.

Commissioner Penick stated he supports the resolution Roswell City Council passed on December 1, 2020, regarding opening City facilities despite the New Mexico Health Order. He understands that it does not change the New Mexico Health Order.

Adjournment

There being no further business or comments, Commissioner Calderón moved that the meeting adjourn. Commissioner Newman seconded the motion and a roll call vote was recorded as follows: Newman yes, Mills yes, Fields yes, Calderón yes, Penick yes, Gerth yes, Cobb yes. The motion carried. The meeting adjourned at 7:15 p.m.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk



CONSENT AGENDA



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: January 4, 2021

SUBJECT: A RESOLUTION DECLARING ALL MEETINGS OF THE CITY COMMISSION, BOARDS, AND COMMITTEES OF THE CITY OF HOBBS TO BE PUBLIC MEETINGS AND ADOPTING REASONABLE NOTICE PROCEDURES

DEPT. OF ORIGIN: Legal Department
DATE SUBMITTED: December 29, 2020
SUBMITTED BY: Efren A. Cortez, City Attorney

Summary:
NMSA 1978, §10-15-1(D), provides that the public body shall determine at least annually in a public meeting what notices for public meetings are reasonable. This Resolution is adopted annually by the governing body setting forth the City of Hobbs' notice procedures for all public meetings pursuant to New Mexico's Open Meetings Act (NMSA 1978, §10-15-1, et seq.).

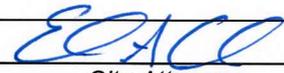
Fiscal Impact:

Reviewed By: 
Finance Department

There is no fiscal impact associated with this Resolution.

Attachments:
Proposed Resolution

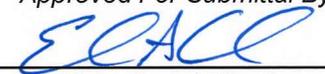
Legal Review:

Approved As To Form: 
City Attorney

Recommendation:

The Commission should consider this 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. 7015

A RESOLUTION STATING THE REASONABLE NOTICE PROCEDURES FOR THE CITY OF HOBBS PURSUANT TO THE NEW MEXICO OPEN MEETINGS ACT.

WHEREAS, The Hobbs City Commission met in regular session at the City Hall, City Commission Chambers located at 200 E. Broadway, 1st Floor Annex, Hobbs, New Mexico on January 4, 2021, at 6 p.m. as required by law; and

WHEREAS, Section 10-15-1(B) of the Open Meetings Act (NMSA 1978, Sections 10-15-1 to -4) states that, except as may be otherwise provided in the Constitution or the provisions of the Open Meetings Act, all meetings of quorum of members of any board, council, commission, administrative adjudicatory body or other policymaking body of any state or local public agency held for the purpose of formulating public policy, discussing public business or for the purpose of taking any action within the authority of or the delegated authority of such body, are declared to be public meetings open to the public at all times; and

WHEREAS, all persons desiring shall be permitted to attend and listen to the deliberations and proceedings of all public meetings; and

WHEREAS, any meetings subject to the Open Meetings Act at which the discussion or adoption of any proposed resolution, rule, regulation or formal action occurs shall be held only after reasonable notice to the public; and

WHEREAS, Section 10-15-1(D) of the Open Meeting Act requires the Hobbs City Commission to determine annually what constitutes reasonable notice of its public

meetings;

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

1. All meetings shall be held at City Hall, City Commission Chamber, 200 E. Broadway, 1st Floor Annex, Hobbs, New Mexico at 6 p.m., or as otherwise indicated in the meeting notice.
2. Unless otherwise specified, regular meetings shall be held each month on the first and third Monday of the month. The agenda will be available at least seventy-two hours prior to the meeting from the City Clerk's Office, whose office is located at City Hall in Hobbs, New Mexico. The agenda will also be posted on the Public Notice Board located on the first floor of City Hall, and on the City of Hobbs' website at www.hobbsnm.org.
3. Special meetings may be called by the Mayor or a majority of the members upon three days' notice. The notice for a special meeting shall include an agenda for the meeting or information on how a copy of the agenda may be obtained. The agenda will be available at least seventy-two hours before the meeting and posted on the City of Hobbs' website at www.hobbsnm.org.
4. Emergency meetings will be called only under unforeseen circumstances that demand immediate action to protect the health, safety and property of citizens or to protect the public body from substantial financial loss. The Hobbs City Commission will avoid emergency meetings whenever possible. Emergency meetings may be called by the Mayor or a majority of the members with twenty-

four hours prior notice, unless threat of personal injury or property damage requires less notice. The notice for all emergency meetings shall include an agenda for the meeting or information on how the public may obtain a copy of the agenda. Within ten days of taking action on an emergency matter, the Hobbs City Commission will notify the Attorney General's Office.

5. For the purpose of regular meetings described in Paragraph 2 of this resolution, notice requirements are met if notice of the date, time, place and agenda is placed in newspapers of general circulation in the state and posted in the following locations: on the Community Bulletin Board located on the first floor of City Hall, and the City of Hobbs' website at www.hobbsnm.org. Copies of the written notice shall also be mailed to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.
6. For the purposes of special meetings and emergency meetings described in Paragraphs 3 and 4, notice requirements are met if notice of the date, time, place and agenda is provided by telephone to newspapers of general circulation in the state and posted on the Community Bulletin Board located on the first floor of City Hall. Telephone notice also shall be given to those broadcast stations licensed by the Federal Communications Commission and newspapers of general circulation that have made a written request for notice of public meetings.
7. In addition to the information specified above, all notices shall include the

following language:

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact The City Clerk's Office at City Hall located at 200 E. Broadway, Hobbs, New Mexico or by calling (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.

8. The Hobbs City Commission may close a meeting to the public only if the subject matter of such discussion or action is excepted from the open meeting requirement under Section 10-15-1(H) of the Open Meetings Act.
 - (a) If any meeting is closed during an open meeting, such closure shall be approved by a majority vote of a quorum of the Hobbs City Commission taken during the open meeting. The authority for the closed meeting and the subjects to be discussed shall be stated with reasonable specificity in the motion to close and the vote of each individual member on the motion to close shall be recorded in the minutes. Only those subjects specified in the motion may be discussed in the closed meeting.
 - (b) If a closed meeting is conducted when the Hobbs City Commission is not in an open meeting, the closed meeting shall not be held until public notice, appropriate under the circumstances, stating the specific provision of law

authorizing the closed meeting and the subjects to be discussed with reasonable specificity, is given to the members and to the general public.

(c) Following completion of any closed meeting, the minutes of the open meeting that was closed or the minutes of the next open meeting if the closed meeting was separately scheduled, shall state whether the matters discussed in the closed meeting were limited only to those specified in the motion or notice for closure.

(d) Except as provided in Section 10-15-1(H) of the Open Meetings Act, any action taken as a result of discussions in a closed meeting shall be made by vote of the Hobbs City Commission in an open public meeting.

9. As provided by NMSA 1978, §10-15-1(C), a member of the public body may participate in a meeting of the public body by means of a conference telephone or other similar communications equipment when it is otherwise difficult or impossible for the member to attend the meeting in person, provided that each member participating by conference telephone can be identified when speaking, all participants are able to hear each other at the same time and members of the public attending the meeting are able to hear any member of the public body who speaks during the meeting. Additionally, the Hobbs City Commission may hold "virtual" meetings in response to a public health threat or corresponding public health orders from the State of New Mexico, provided that all measures advisable and necessary are implemented to ensure public access and participation.

PASSED, ADOPTED AND APPROVED this 4th day of January, 2021.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk



CITY OF HOBBS
COMMISSION STAFF SUMMARY FORM

MEETING DATE: January 4, 2021

SUBJECT: Establishing Fees Pertaining to the Cost for Copies Under the Inspection of Public Records Act

DEPT. OF ORIGIN: City Clerk's Office
DATE SUBMITTED: December 28, 2020
SUBMITTED BY: Jan Fletcher, City Clerk

Summary:

§14-2-9 NMSA 1978 of the Inspection of Public Records Act (IPRA) allows a public body to charge a reasonable copy fee when published records are requested. In 2013, the City Commission adopted a fee schedule which is currently being used. Due to changing technology, it is necessary to update the schedule to include the cost of USB drives and remove cassette tapes as the City no longer does audio recording of meetings on cassette tapes. Fees for paper copies remain at .25¢ per page. There is no charge for forwarding public records by email. Video files and large quantities of records that are unable to be sent via email will be recorded on a CD or USB drive.

Fiscal Impact:

Reviewed By: [Signature]
Finance Department

Current overall budgeted revenue Citywide for fees and copies is \$30,000.00.

Attachments:

Resolution with Exhibit "A" fee schedule

Legal Review:

Approved As To Form: [Signature]
City Attorney

Recommendation:

Motion to approve the minutes as presented.

Approved For Submittal By:
[Signature]
Department Director
[Signature]
City Manager

CITY CLERK'S USE ONLY
COMMISSION ACTION TAKEN
Resolution No. _____ Continued To: _____
Ordinance No. _____ Referred To: _____
Approved _____ Denied _____
Other _____ File No. _____

CITY OF HOBBS

RESOLUTION NO. 7016

A RESOLUTION ESTABLISHING
CERTAIN FEES PERTAINING TO THE COST FOR COPIES
UNDER THE INSPECTION OF PUBLIC RECORDS ACT

WHEREAS, §14-2-9 NMSA 1978 of the Inspection of Public Records Act allows a public body to charge a reasonable copy fee when public records are requested; and

WHEREAS, the public body may take into account the costs of copy paper and other materials when establishing reasonable fees; and

WHEREAS, the City adopted a fee schedule on May 6, 2013, by Resolution No. 5997 which should be updated with the proposed new fee scheduled attached hereto.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF HOBBS, NEW MEXICO, that the copy fees shown on Exhibit "A" attached hereto and made a part hereof be and are hereby approved and adopted, to be effective January 5, 2021.

PASSED, ADOPTED AND APPROVED, this 4th day of January, 2021.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

EXHIBIT "A"
FEE SCHEDULE FOR COPIES OF PUBLIC RECORDS

Service	Description	Fee
Routine Copies of All Documents (11 x 17 or smaller)	May be charged in advance. If mailing is expected, actual costs for postage will also be charged.	.25¢ per page
Drawing Copies (black and white)	May be charged in advance. If mailing is expected, actual costs for postage will also be charged.	\$1.00 for 11 x 17 or smaller \$1.00 per square foot for larger than 11 x 17
Drawing Copies (blueline)	May be charged in advance. If mailing is expected, actual costs for postage will also be charged.	\$1.00 per square foot
GIS Maps (black and white)	May be charged in advance. If mailing is expected, actual costs for postage will also be charged.	\$1.00 for 8½ x 11 \$2.00 for 11 x 17 \$4.00 for 18 x 24 \$6.00 for 24 x 36 \$12.00 for 36 x 48
GIS Maps (color)	May be charged in advance. If mailing is expected, actual costs for postage will also be charged.	\$2.00 for 8½ x 11 \$4.00 for 11 x 17 \$8.00 for 18 x 24 \$10.00 for 24 x 36 \$20.00 for 36 x 48
Police Records	May be charged in advance. If mailing is expected, actual costs for postage will also be charged.	\$10.00 for clearance letter, criminal history or background check \$.25 per page for police reports (no charge if party is named in report)
EMS Records	May be charged in advance. If mailing is expected, actual costs for postage will also be charged.	\$10.00 for medical reports (no charge to patient)
CD/DVD Copy	CD/DVD Format If mailing is expected, actual costs for postage will be charged.	\$1.00 per each CD/DVD copy
USB Flash Drives	May be charged in advance. If mailing is expected, actual costs for postage will also be charged.	8 GB - \$6.00 each 16 GB - \$8.00 each
Electronic Records	E-Mail Format	No Charge
Faxed Document	Fax Transmission	No Charge



CITY OF HOBBS

COMMISSION STAFF SUMMARY FORM

MEETING DATE: January 4, 2021

SUBJECT: Resolution Adopting Budgetary Adjustment #3 for the Fiscal Year 2020-2021
DEPT. OF ORIGIN: Finance Department
DATE SUBMITTED: December 28, 2020
SUBMITTED BY: Deborah Corral, Assistant Finance Director

Summary:

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

Enclosed is a budgetary adjustment #3 for the current year. A summary of the funds adjusted is attached to this resolution. After this adjustment is approved by the Commission, it must be forwarded to the Department of Finance & Administration for their approval.

Fiscal Impact:

Reviewed By: Toby Spears, CFE, CPA
Finance Department

Digitally signed by Toby Spears, CFE, CPA
DN: cn=Toby Spears, CFE, CPA, ou=City of Hobbs,
ou=Finance Department, email=tspears@hobbsnm.org, c=US
Date: 2021.01.04 11:38:29 -0700

Total revenue remains unchanged and total expense increased by \$928,125 providing a budgeted ending cash balance of \$85,611,969.36 for all funds. General fund reserve remain at 46%.

This adjustment also proposes a change in fund number for the new intergovernmental fund from the previously requested Fund 218 to Fund 220 as the previous fund number causes issues with our current internal numbering system.

Attachments:

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

Legal Review:

Approved As To Form: Efren A. Cortez
City Attorney

Digitally signed by Efren A. Cortez
DN: cn=Efren A. Cortez, ou=City of Hobbs,
ou=City Attorney's Office, email=ecortez@hobbsnm.org, c=US
Date: 2020.12.28 11:40:03 -0700

Recommendation:

Motion to approve the resolution.

Approved For Submittal By:

Toby Spears, CFE, CPA
Digitally signed by Toby Spears, CFE, CPA
DN: cn=Toby Spears, CFE, CPA, ou=City of Hobbs,
ou=Finance Department, email=tspears@hobbsnm.org, c=US
Date: 2021.01.04 11:38:29 -0700

Department Director

City Manager

**CITY CLERKS USE ONLY
COMMISSION ACTION TAKEN**

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

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

CITY OF HOBBS

RESOLUTION NO. 7017

BUDGETARY ADJUSTMENT #3
FISCAL YEAR 2020-2021

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

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

WHEREAS, included in this budgetary adjustment revenue remains unchanged and total expense increases the amount of \$928,125.00

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

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

PASSED, ADOPTED AND APPROVED this 4th day of January, 2021.

SAM D. COBB, Mayor

ATTEST:

JAN FLETCHER, City Clerk

**City of Hobbs Budget Adjustment Request #3
FY21 Fund Summary**

		Beginning Cash from 06/30/20	Total Revenue	Interfund Transfer	Total Expenditures	Ending Cash
001	GENERAL	91,426,513.57	51,314,128.70	(8,140,173.00)	92,398,364.35	42,202,104.92
002	LAND ACQUISITION	349,146.16	100,000.00	-	200,000.00	249,146.16
General Fund Subtotal		91,775,659.73	51,414,128.70	(8,140,173.00)	92,598,364.35	42,451,251.08
110	LOCAL GOV CORR	856,783.06	210,600.00	-	156,049.09	911,333.97
120	POLICE PROTECTION	63,885.81	80,400.00	-	144,285.81	-
130	P D N (parif, drug, narcotics)	1,918.75	-	-	-	1,918.75
150	COPS GRANT	1,000.00	539,558.92	60,000.00	422,358.31	178,200.61
160	RECREATION (CORE)	585,453.07	1,974,494.00	3,184,661.86	5,251,865.74	492,743.19
170	OLDER AMERICAN	1,000.00	140,146.00	962,103.77	1,102,249.77	1,000.00
180	GOLF	1,000.00	548,120.00	3,214,270.18	3,762,390.18	1,000.00
190	CEMETERY	14,477.08	164,600.00	623,444.69	801,521.77	1,000.00
200	AIRPORT	273,054.13	37,800.00	-	57,500.00	253,354.13
210	Legislative Appropriations	-	1,900,000.00	-	1,900,000.00	-
220	Intergovernmental Grants	-	1,587,094.00	-	1,587,094.00	-
230	LODGERS' TAX	1,826,158.69	627,100.00	(954,307.50)	883,330.00	615,621.19
270	PUBLIC TRANSPORTATION	32,975.73	1,355,065.38	50,000.00	1,152,268.66	285,772.45
280	FIRE PROTECTION	604,904.69	505,200.00	-	709,277.90	400,826.79
290	EMER MEDICAL SERV	202.82	64,900.00	-	64,900.00	202.82
Special Revenue Subtotals		4,262,813.83	9,735,078.30	7,140,173.00	17,995,091.23	3,142,973.90
370	COMM DEVE CONST	186,193.20	-	-	150,000.00	36,193.20
460	BEAUTIFICATION IMPROVEM	1,538,849.89	-	-	-	1,538,849.89
480	STREET IMPROVEMENTS	3,414,077.71	1,109,333.33	-	2,424,219.65	2,099,191.39
490	CITY COMM. IMPROVEMENT	5,622,342.68	2,531,551.00	(5,541,819.74)	67,000.00	2,545,073.94
Capitol Project Subtotals		10,761,463.48	3,640,884.33	(5,541,819.74)	2,641,219.65	6,219,308.42
510	UTILITY BOND	-	-	307,004.92	307,004.92	-
530	WASTEWATER BOND	1,989,842.96	-	2,442,796.68	2,442,796.68	1,989,842.96
Debt Service Subtotals		1,989,842.96	-	2,749,801.60	2,749,801.60	1,989,842.96
100	SOLID WASTE	2,484,591.03	6,950,000.04	-	6,950,000.04	2,484,591.03
440	JOINT UTILITY EXTENSIONS (1,000.00	680,677.98	5,541,819.74	6,222,497.72	1,000.00
600	JOINT UTILITY	1,000.00	-	6,975,118.20	6,621,135.47	354,982.73
610	JOINT UTILITY CONST	1,000.00	-	3,019,526.01	3,019,526.01	1,000.00
620	WASTE WATER PLANT CONS	7,957,145.56	145,380.16	547,330.18	8,398,855.90	251,000.00
630	JOINT UTILITY - WASTEWATE	1,000.00	-	4,414,165.22	4,414,165.22	1,000.00
650	JOINT UTILITY INCOME - WA	5,840,103.73	8,595,743.00	(7,404,292.08)	34,000.00	6,997,554.65
660	JOINT UTILITY INCOME	4,898,581.14	8,265,200.00	(10,301,649.13)	-	2,862,132.01
680	METER DEPOSIT RES	1,118,043.91	450,000.00	-	450,000.00	1,118,043.91
690	INTERNAL SUPPLY	43,966.87	225,000.00	-	225,000.00	43,966.87
Utility Subtotals		22,346,432.24	25,312,001.18	2,792,018.14	36,335,180.36	14,115,271.20
640	MEDICAL INSURANCE	3,793,491.45	7,584,055.00	-	7,639,055.00	3,738,491.45
670	WORKERS COMP TRUST	1,142,028.21	711,630.00	-	711,630.00	1,142,028.21
740	INSURANCE - RISK	1,876,630.31	2,060,788.87	1,000,000.00	1,585,788.87	3,351,630.31
Internal Service Subtotal		6,812,149.97	10,356,473.87	1,000,000.00	9,936,473.87	8,232,149.97
700	MOTOR VEHICLE	17,511.25	6,000,000.00	-	6,000,000.00	17,511.25
710	MUNI JUDGE BOND FUND	105,852.84	-	-	-	105,852.84
720	RETIREE HEALTH INSURANCE	9,000,000.00	1,032,356.00	-	1,032,356.00	9,000,000.00
730	CRIME LAB FUND	73,717.55	88,500.00	-	88,500.00	73,717.55
750	FORECLOSURE TRUST FUND	71.88	-	-	-	71.88
760	RECREATION TRUST	-	-	-	-	-
770	LIBRARY TRUST	6,019.48	1,500.00	-	1,500.00	6,019.48
780	SENIOR CITIZEN TRUST	3,319.94	3,000.00	-	3,000.00	3,319.94
790	PRAIRIE HAVEN MEM	5,826.98	55.00	-	-	5,881.98
800	COMMUNITY PARK TRUST	1,558.61	18.00	-	-	1,576.61
820	EVIDENCE TRUST FUND	220,886.46	5,000.00	-	-	225,886.46
830	HOBBS BEAUTIFUL	19,971.41	5,000.00	-	6,250.00	18,721.41
860	CITY AGENCY TRUST	2,512.43	1,000.00	-	1,000.00	2,512.43
Trust & Agency Subtotals		9,457,248.83	7,136,429.00	-	7,132,606.00	9,461,071.83
Grant Total All Funds		147,405,611.04	107,594,995.38	-	169,388,737.06	85,611,869.36
					928,125.00	

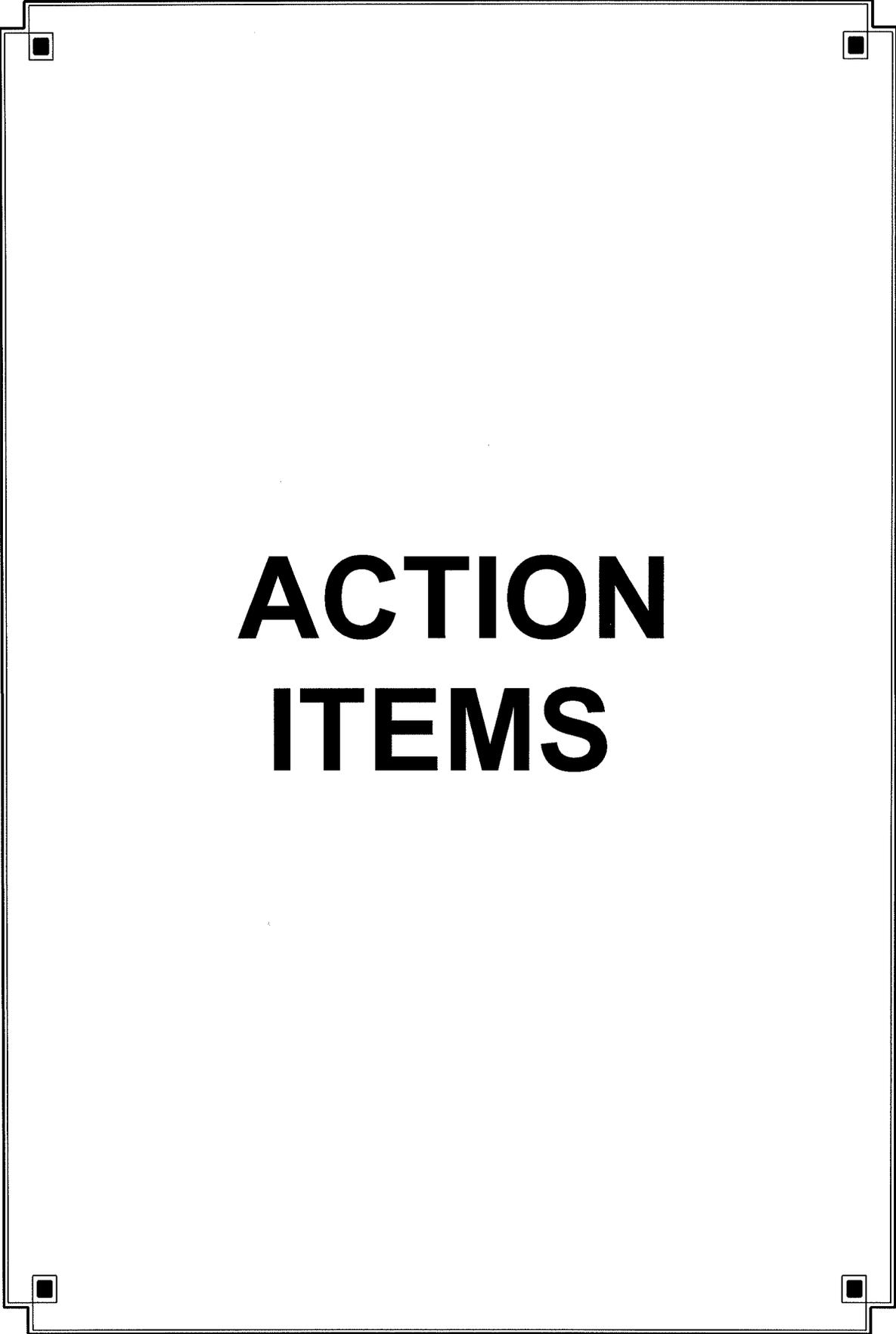
46%

Expense

Fund	ORG	OBJ	PROJECT	Dept Name	DESCRIPTION	Current Budget	Budget Request	New Budget	Comn
1	010100	44901	00307	CITY COMMISSION	CARES ACT SMALL BUSINESS GRANT	658,969.00	(658,969.00)	-	to rec.
1 Total							(658,969.00)		
22	224022	44901	00307	INTERGOVERNMENTAL	CARES ACT SMALL BUSINESS GRANT	-	658,969.00	658,969.00	to rec.
22	224022	44901	00308	INTERGOVERNMENTAL	CARES ACT COVID EMERGENCY FUNDING	-	928,125.00	928,125.00	to rec.
22 Total							1,587,094.00		
Grand Total							928,125.00		

Revenue

Fund	ORG	OBJ	PROJECT	Dept Name	DESCRIPTION	Current Budget	Budget Request	New Budget	Comn
1	019999	30702	00307		CARES ACT SMALL BUSINESS GRANT	(658,969.00)	658,969.00	-	to rec.
1	019999	30702	00308		CARES ACT COVID EMERGENCY FUNDING	(928,125.00)	928,125.00	-	to rec.
1 Total							1,587,094.00		
22	229999	30702	00307		CARES ACT SMALL BUSINESS GRANT	-	(658,969.00)	(658,969.00)	to rec.
22	229999	30702	00308		CARES ACT COVID EMERGENCY FUNDING	-	(928,125.00)	(928,125.00)	to rec.
22 Total							(1,587,094.00)		
Grand Total							-		



ACTION ITEMS



CITY OF HOBBS

COMMISSION STAFF SUMMARY FORM

MEETING DATE: January 4, 2021

SUBJECT: PTO Payout
DEPT. OF ORIGIN: City Manager
DATE SUBMITTED: December 30, 2020
SUBMITTED BY: Toby Spears, Finance Director

Summary:

Section 2.56 of the Hobbs Municipal Code, Article 8 sets the Paid Time Off Cap at 320 hours for all general employees and 456 hours for all fire department employees and allows police the option to buy down to 320 from their 456 cap. At the end of the calendar year, any employee who is over his/her Paid Time Off Cap shall be paid for every hour over his/her Paid Time Off Cap.

Article 8 additionally states that in the event the city's general fund cash reserve dips below 20% at the end of a fiscal year, the city may elect to increase Paid Time Off Caps until the following year in which general fund cash reserve is above 20%.

Budgeted general fund reserve after BAR #3 is currently 46%.

The City of Hobbs would like to proceed with the PTO Payout for the current calendar year.

Fiscal Impact:

Reviewed By: _____

Finance Department

The current PTO Payout would be between \$277,709.35 and \$302,717.74 depending on potential police buy down options. The FY21 budget for the annual PTO Payout is currently set to \$216,495.11. The payout is between 28% and 40% above the current budget.

A reclass of salary will be used to cover the difference.

Attachments:

Legal Review:

Approved As To Form: *EDACE*

City Attorney

Recommendation:

Motion to approve.

Approved For Submittal 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: 2020.12.30 11:21:25 -0700

Department Director

City Manager

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

Resolution No. _____

Ordinance No. _____

Approved _____

Other _____

Continued To: _____

Referred To: _____

File No. _____

Denied

GENERAL PAYOUT

FY 21 PTO BUYOUT

Emp #	Last Name	First Name	Loc	Accrual Typ	Table Desc	Limit	SOY Balance	Earned YTD	Used YTD	Available	Over Limit	PTO Buyout Amt
2481	RAY	TODD	4610	PTO	PTO REG	320.00	490.00	250.00	194.00	546.00	226.00	10,739.52
1281	BOWEN	TERRY	0420	PTO	PTO REG	320.00	466.75	250.00	166.75	550.00	230.00	8,723.90
2369	JUAREZ	MARCOS	4315	PTO	PTO REG	320.00	379.50	250.00	88.00	541.50	221.50	8,401.50
2278	ROBERTS	RONALD	0145	PTO	PTO DPT HC	320.00	466.00	250.00	254.00	462.00	142.00	7,713.44
4764	CORTEZ	EFREN	0150	PTO	PTO DPT HC	320.00	404.00	200.00	164.00	440.00	120.00	7,491.60
3239	SHEARER	KEVIN	0220	PTO	PTO REG	320.00	405.39	225.00	129.39	501.00	181.00	7,491.38
4586	FARRELL	SANDY	0310	PTO	PTO DPT HC	320.00	368.00	200.00	88.00	480.00	160.00	7,235.20
4632	GUERRERO	RICKY	0203	PTO	PTO REG	320.00	473.00	175.00	161.00	487.00	167.00	7,070.78
1257	TREVINO	TOMMY	0421	PTO	PTO REG	320.00	415.50	250.00	190.50	475.00	155.00	6,612.30
3833	SANFORD	JEFFREY	0145	PTO	PTO REG	320.00	420.00	200.00	115.50	504.50	184.50	6,350.49
4504	CORRAL	DEBORAH	0140	PTO	PTO REG	320.00	337.00	175.00	77.00	435.00	115.00	6,096.15
2955	GRIFFIN	WILLIAM	4370	PTO	PTO REG	320.00	411.50	190.00	147.50	454.00	134.00	5,573.06
3465	USSERY	BRYAN	0423	PTO	PTO REG	320.00	376.00	213.00	114.00	475.00	155.00	5,370.75
3131	MARTINEZ	CYNTHIA	0330	PTO	PTO REG	320.00	501.00	225.00	191.00	535.00	215.00	5,256.75
2443	RAMIREZ	PLACIDO	0320	PTO	PTO REG	320.00	387.50	250.00	144.00	493.50	173.50	5,114.78
3853	FUNK	MELISSA	0343	PTO	PTO REG	320.00	445.00	200.00	129.00	516.00	196.00	5,111.68
2149	WILLIAMS	SHAWN	0220	PTO	PTO REG	320.00	334.00	250.00	151.00	433.00	113.00	5,069.18
3601	BROTHERTON	KENNETH	4370	PTO	PTO REG	320.00	468.25	200.00	172.25	496.00	176.00	4,894.56
3763	MUNRO	MARK	0203	PTO	PTO REG	320.00	354.00	200.00	114.00	440.00	120.00	4,828.80
4623	MEYERS	JOSEPH	0220	PTO	PTO FUNION	456.00	572.24	248.63	188.24	632.62	176.62	4,789.93
2598	AKIN	KEITH	0220	PTO	PTO FIRE	456.00	680.34	353.63	428.98	604.98	148.98	4,770.34
3503	BLEVINS	SHANE	0203	PTO	PTO REG	320.00	420.00	206.00	208.00	418.00	98.00	4,765.74
3196	QUIROZ	JESSICA	0203	PTO	PTO REG	320.00	439.00	200.00	147.00	492.00	172.00	4,704.20
3369	CLAY	TENNIE	0202	PTO	PTO REG	320.00	451.00	225.00	156.75	519.25	199.25	4,461.21
2871	ADCOCK	WALTER	0413	PTO	PTO REG	320.00	439.00	225.00	153.00	511.00	191.00	4,276.49
3425	BILANO	JONATHAN	0220	PTO	PTO FIRE	456.00	523.08	283.63	203.08	603.62	147.62	4,022.65
4781	YOUNGBLOOD	SCOT	0415	PTO	PTO REG	320.00	388.25	175.00	108.50	454.75	134.75	3,910.45
5269	CONTRERAS-VAL	JUAN	0220	PTO	PTO FUNION	456.00	575.96	230.10	142.96	663.10	207.10	3,887.27
1822	GONZALEZ	ROBERTO	4017	PTO	PTO REG	320.00	367.75	250.00	148.25	469.50	149.50	3,679.20
5030	MCDANIEL	DOUGLAS	0330	PTO	PTO DPT HC	320.00	393.50	200.00	205.50	388.00	68.00	3,640.72
1571	HUDGINS	NATHAN	0421	PTO	PTO REG	320.00	333.75	250.00	148.75	435.00	115.00	3,600.65
3069	LEWIS	DEBRA	4630	PTO	PTO REG	320.00	346.00	225.00	154.00	417.00	97.00	3,565.72
3650	HENRY	JULIA	0125	PTO	PTO REG	320.00	412.00	200.00	116.25	495.75	175.75	3,406.04
2515	VELASQUEZ	LESLIE	0412	PTO	PTO REG	320.00	426.00	250.00	262.00	414.00	94.00	3,399.98
3523	NELSON	MICHAEL	0220	PTO	PTO FIRE	456.00	539.95	283.63	246.95	576.62	120.62	3,353.24
3140	RANDALL	THOMAS	0410	PTO	PTO R G	320.00	377.00	250.00	265.00	362.00	42.00	3,300.36
2844	SPEARS	TOBY	0140	PTO	PTO TS	320.00	353.00	230.00	221.00	362.00	42.00	3,272.22
2599	DE LA CRUZ	IRENE	0190	PTO	PTO REG	320.00	406.00	250.00	242.00	414.00	94.00	3,260.86
4075	GARCIA	MARK	0220	PTO	PTO FIRE	456.00	483.51	283.63	193.65	573.48	117.48	3,234.22
2969	ENRIQUEZ	ADRIAN	0220	PTO	PTO FIRE	456.00	483.79	318.63	239.79	562.63	106.63	3,053.74
3653	HUGHES	MATTHEW	4315	PTO	PTO REG	320.00	429.00	200.00	244.00	385.00	65.00	3,026.40
3652	DUNFORD	BARBARA	0330	PTO	PTO REG	320.00	504.00	200.00	186.00	518.00	198.00	2,918.52
3651	JARRETT	JIM	4610	PTO	PTO REG	320.00	342.50	200.00	114.50	428.00	108.00	2,896.56
4081	ZACHARIAS	PETER	4685	PTO	PTO REG	320.00	392.00	200.00	197.50	394.50	74.50	2,860.06

GENERAL PAYOUT

FY 21 PTO BUYOUT

Emp #	Last Name	First Name	Loc	Accrual Typ	Table Desc	Limit	SOY Balance	Earned YTD	Used YTD	Available	Over Limit	PTO Buyout Amt
4742	BLANDIN	MATTHEW	0145	PTO	PTO REG	320.00	268.75	175.00	32.00	411.75	91.75	2,827.74
4017	PRIETO	JESUS	0320	PTO	PTO REG	320.00	462.75	200.00	168.00	494.75	174.75	2,804.74
3491	CAMPOS	JACOB	0410	PTO	PTO REG	320.00	358.00	208.00	138.75	427.25	107.25	2,771.34
3246	CRANE	FRANKIE	4620	PTO	PTO REG	320.00	392.00	225.00	232.00	385.00	65.00	2,657.20
4619	RENDON	RICHARD	0220	PTO	PTO FIRE	456.00	612.74	248.63	312.38	548.98	92.98	2,636.91
3138	TARANGO	CECILIA	4630	PTO	PTO REG	320.00	388.75	225.00	153.50	460.25	140.25	2,635.30
3864	FINNEY	ROYCE	0423	PTO	PTO REG	320.00	414.00	200.00	189.75	424.25	104.25	2,507.21
4377	WHITE	AHMAAD	0203	PTO	PTO REG	320.00	363.00	200.00	175.00	388.00	68.00	2,487.44
4588	SANTA	SUSAN	0204	PTO	PTO REG	320.00	401.25	175.00	105.25	471.00	151.00	2,474.89
3691	GALVAN	GUILLERMO	0423	PTO	PTO REG	320.00	372.25	200.00	152.25	420.00	100.00	2,469.00
3483	HARDISON	SHAWN	0202	PTO	PTO REG	320.00	337.50	211.00	166.00	382.50	62.50	2,448.13
5262	SANCHEZ	YESENIA	0343	PTO	PTO REG	320.00	321.75	163.00	11.75	473.00	153.00	2,431.17
3550	HUFFMAN	BRITTNY	0330	PTO	PTO REG	320.00	421.00	200.00	229.00	392.00	72.00	2,291.76
4006	PADILLA	ANA	4017	PTO	PTO REG	320.00	308.75	200.00	52.75	456.00	136.00	2,167.84
2148	FLETCHER	JENNIFER	0130	PTO	PTO REG	320.00	325.00	250.00	219.00	356.00	36.00	2,070.36
4710	GUTIERREZ	MARTIN	4610	PTO	PTO REG	320.00	319.00	175.00	105.00	389.00	69.00	1,972.71
3108	HAMILTON	ROBERT	0310	PTO	PTO REG	320.00	291.00	225.00	148.00	368.00	48.00	1,843.20
4923	LERMA	VICTORIA	0220	PTO	PTO REG	320.00	383.00	175.00	150.00	408.00	88.00	1,817.20
3014	MARTINEZ	DELMA	4630	PTO	PTO REG	320.00	249.25	225.00	62.75	411.50	91.50	1,798.89
4404	CORLEY	DUSTIN	0220	PTO	PTO JUNIOR	456.00	337.25	249.59	32.50	554.34	98.34	1,710.13
3845	PENA	JESUS	0320	PTO	PTO REG	320.00	421.50	200.00	212.50	409.00	89.00	1,682.99
2985	PRUDENCIO	MICHAEL	0220	PTO	PTO REG	320.00	401.00	197.00	241.00	357.00	37.00	1,502.20
4912	KIBAD	ROGER	4370	PTO	PTO REG	320.00	339.00	175.00	124.50	389.50	69.50	1,406.68
4932	CREED	LONNIE	0220	PTO	PTO JUNIOR	456.00	386.67	248.63	120.00	515.30	59.30	1,135.50
2549	DOMINGUEZ	ELENA	4016	PTO	PTO REG	320.00	224.00	150.00	16.00	358.00	38.00	1,014.98
3495	BOLTSHAUSER	SANDRA	0130	PTO	PTO REG	320.00	360.00	207.00	204.00	363.00	43.00	875.05
3119	MENDOZA	MONICA	4019	PTO	PTO REG	320.00	333.25	225.00	199.00	359.25	39.25	825.04
3682	FUENTES	BENJAMIN	0320	PTO	PTO REG	320.00	381.50	200.00	228.25	353.25	33.25	811.63
1652	GOMEZ	MANUEL	0220	PTO	PTO R G	320.00	206.00	250.00	128.00	328.00	8.00	672.08
3846	ROBINSON	KEVIN	0125	PTO	PTO REG	320.00	292.00	200.00	160.00	332.00	12.00	651.96
5089	SOSA	VERONICA	4017	PTO	PTO REG	160.00	262.50	87.50	140.00	210.00	50.00	555.50
5290	VALVERDE	CARRI	0220	PTO	PTO REG	320.00	351.75	157.00	167.75	341.00	21.00	485.52
1922	TREVINO	ROBERT	0423	PTO	PTO REG	320.00	423.00	250.00	342.50	330.50	10.50	331.91
5366	LUEVANO	NATHAN	4016	PTO	PTO REG	160.00	111.00	75.00	-	186.00	26.00	301.34
1458	COOPER	RONALD	0321	PTO	PTO REG	320.00	417.75	156.00	243.00	330.75	10.75	148.35
4728	SMITH	RODNEY	0220	PTO	PTO JUNIOR	456.00	260.32	248.63	48.00	460.95	4.94	100.63
5766	CANO	BRITTANY	4016	PTO	PTO REG	160.00	101.00	75.00	8.50	167.50	7.50	82.80
5682	PALMER	AARON	0421	PTO	PTO REG	320.00	170.25	150.00	-	320.25	0.25	8.09
						27,256.00	31,750.46	17,472.82	13,131.17	36,092.10	8,836.10	276,617.96

PART TIME PAYOUT

5766	CANO	BRITTANY	4016	PTO	PTO REG	160.00	101.00	75.00	8.50	167.50	7.50	82.80
5366	LUEVANO	NATHAN	4016	PTO	PTO REG	160.00	111.00	75.00	-	186.00	26.00	301.34
5089	SOSA	VERONICA	4017	PTO	PTO REG	160.00	262.50	87.50	140.00	210.00	50.00	555.50

GENERAL PAYOUT

FY 21 PTO BUYOUT

Emp #	Last Name	First Name	Loc	Accrual Typ	Table Desc	Limit	SOY Balance	Earned YTD	Used YTD	Available	Over Limit	PTO Buyout Amt
						480.00	474.50	237.50	148.50	563.50	83.50	939.64

POLICE UNION PAYOUT

Emp #	Last Name	First Name	Loc	Accrual Ty	Table Desc	Limit	SOY Balance	Earned YTD	Used YTD	Available	Over Limit	PTO BUYOUT	Over 320	Possible PT Buyout
3236	BUTLER	STEVEN	0206	PTO	PTO POLICE	456.00	417.75	225.00	35.00	607.75	151.75	151.75	287.75	8,439.71
5110	MANN	NIKOLAS	0202	PTO	PTO POLICE	456.00	384.00	175.00	108.00	451.00	-5.00	0.00	131.00	4,232.61
4440	BERDOZA	ERIC	0203	PTO	PTO POLICE	456.00	298.25	175.00	79.00	394.25	-61.75	0.00	74.25	2,733.89
5081	SEAY	DUSTIN	0202	PTO	PTO POLICE	456.00	383.00	175.00	154.50	403.50	-52.50	0.00	83.50	2,641.94
2945	BENAVIDES	JOHN	0203	PTO	PTO POLICE	456.00	442.00	225.00	283.50	383.50	-72.50	0.00	63.50	2,465.71
4007	MACKEY	CORTEZ	0206	PTO	PTO POLICE	456.00	341.50	200.00	143.00	398.50	-57.50	0.00	78.50	1,948.37
3877	TELLO	FRANCES	0206	PTO	PTO POLICE	456.00	376.00	200.00	198.75	377.25	-78.75	0.00	57.25	1,400.91
3001	BENSON	STANLEY	0202	PTO	PTO POLICE	456.00	251.75	216.00	124.00	343.75	-112.25	0.00	23.75	867.83
4378	CLEMMER	JOSEPH	0202	PTO	PTO POLICE	456.00	279.84	200.00	147.50	332.34	-123.66	0.00	12.34	429.19
						4,104.00	3,174.09	1,791.00	1,273.25	3,691.84	-412.16	151.75	811.84	25,160.14

Grand Total Payout

302,717.74