



CITY MANAGER'S MONTHLY REPORT

JUNE, 2020

200 East Broadway
Hobbs, NM 88240
www.hobbsnm.org



Mayor
Sam D. Cobb

City Commission

Marshall Newman – District 1
Christopher Mills – District 2
Larron Fields – District 3
Joseph D. Calderón – District 4
Dwayne Penick – District 5
Don Gerth – District 6

CITY MANAGER

Acting City Manager
Risk Management Dir.

Manny Gomez
Ann Betzen

CITY CLERK'S OFFICE

City Clerk
Deputy City Clerk
Public Transportation

Jan Fletcher
Mollie Maldonado
Jacque Pennington

CITY ENGINEER

City Engineer
Planning

Todd Randall
Kevin Robinson

COMMUNICATIONS DEPT.

Communications Director
Conv. & Visitors Bureau

Meghan Mooney
Tanya Sanchez

COMMUNITY SERVICES DEPT.

Community Svcs. Dir.
Building Official
Code Enforcement
Animal Adoption Center

Raymond Bonilla
Ben Maynes
Art DeLaCruz
Missy Funk

FINANCE DEPARTMENT

Finance Director
Assistant Finance Director
Motor Vehicle Dept.

Toby Spears
Deborah Corral
Irene De La Cruz

FIRE DEPARTMENT

Fire Chief
Deputy Fire Chief

Manny Gomez
Barry Young

GENERAL SERVICES DEPT.

Gen. Svcs. Director
Building Maintenance
Electrician
Garage
Streets

Shelia Baker
Tommy Trevino
Shawn Smith
Matt Berry
Anthony Maldonado

HUMAN RESOURCES DEPT.

H. R. Director
Assistant H.R. Director

Nicholas Goulet
Tracy South

INFORMATION TECHNOLOGY DEPT.

I.T. Director
Assistant I.T. Director

Ron Roberts
Christa Belyeu

LEGAL DEPARTMENT

City Attorney
Deputy City Attorney
Assistant City Attorney

Efren Cortez
Erik Scramlin
Valerie Chacon

LIBRARY SERVICES

Library Director

Sandy Farrell

MUNICIPAL COURT

Municipal Judge
Municipal Court Clerk

Bobby Arther
Shannon Arguello

PARKS & OPEN SPACES DEPT.

POSD Director
Parks/Cemetery
Golf Course/Trail
Sports Fields

Bryan Wagner
Wade Whitehead
Matt Hughes
Dustin Sharp

RECREATION DEPT.

Recreation Director
CORE
Rockwind Acting PGA Prof.
Recreation Supt./Teen Center
Senior Center

Doug McDaniel
Lyndsey Henderson
Ben Kirkes
Michal Hughes
Angela Courter

POLICE DEPARTMENT

Police Chief
Deputy Police Chief

John Ortolano
Brian Dunlap

UTILITIES DEPARTMENT

Utilities Director
WWRF Supt.
WWRF Maint. Supt.
Utilities Admin.

Tim Woomer
Bill Griffin
Todd Ray
Kaylyn Lewis

RISK MANAGEMENT/EXECUTIVE ASSISTANT REPORT

June, 2020

Reviewed & processed for payment, monthly invoices for Work Comp/Liberty Mutual, General Liability/Travelers.

Participated in 2 conference call with Travelers Inc./assigned attorneys to review on-going claims.

Conducted monthly review of all open claims with city's insurance agent.

Endorsed 2 new vehicles and equipment to insurance policy.

Reviewed 11 Incident Reports from various city departments, associated police reports and video footage; established claims where required.

Reviewed and established 5 property damage claims on behalf of the City of Hobbs.

Issued multiple purchase orders to repair city vehicles.

Received and reviewed 3 Tort Notices.

Prepared various correspondence for the Mayor and City Manager.

Scheduled 46 meetings for the Mayor and City Manager.

Scheduled 10 meetings in staff meeting room.

Review and approve payroll timesheets.

Review, approve and post Library and Community Affairs Board agendas.

Notarized documents for the public and city staff.

Processed one application for notary bond.

Received and assisted 64 callers to Mayor/City Manager's office requesting assistance, general information/ filing complaint

Attended department head staff meetings on June 2, 9, 16, 23 & 30, 2020.

Reviewed and processed for payment 15 social service agency quarterly invoices.

Completed Safety Training: Heat Stress in the Workplace.

Met with city hall landscaping committee.



OFFICE OF THE CITY CLERK

200 East Broadway
Hobbs, New Mexico 88240
Phone 575-397-9207

JAN FLETCHER, CMC
City Clerk

CLERK'S OFFICE MONTHLY REPORT
JUNE 2020

NUMBERS REFLECT DECREASED ACTIVITY DUE TO COVID-19 HEALTH PANDEMIC

Business Registrations – New/Change of Owner	19
Business Registrations – Change of Address	3
Business Registrations - Renewals	84
Total Business Registration Activity for Month	106
Total Active Business Registrations as of 6/30/20	1,978
Firework Permits	5
Junk Yard Licenses	0
Liquor Licenses	34
Mobile Business Licenses	6
Pawnbrokers License	2
Secondhand Dealers License	6
Solicitor's Permits	0
Temporary Vendor's License	0
Cemetery Deeds Issued/Processed	33
Public Documents Notarized	129
Public Records Requests	25
Regular City Commission Meetings 6/1/20 and 6/15/20	2
Special City Commission Meetings	0
City Commission Work Session/Closed Meetings 6/15/20	1
Notices of Potential Quorum 5/18/20	0
Resolutions and Ordinances Attested	8
Other Items Approved	2
Total Number of Transactions on Tyler Cashiering	340
Total Amount	\$998,770.56



Hobbs Express

Monthly Report - June 2020

NUMBERS REFLECT REDUCED ACTIVITY DUE TO COVID-19 HEALTH PANDEMIC AND SERVICE RESTRICTIONS

Passenger Activity	Prior Month May-20	Reporting Month Jun-20
No. of Elderly Passengers	162	363
No. of Non-Ambulatory Passengers	14	79
No. of Disabled Passengers	84	226
No. of Other Trips	183	634
Total Passenger Trips	443	1302

Bus Route Trips	0	900
Rapid Line Trips	0	61
Total Bus Route Trips	0	961
Total Demand Response/Paratransit Trips	443	341
Total Passenger Trips	443	1302

Vehicle Statistics	Prior Month May-20	Reporting Month Jun-20
Total Vehicle Hours	106	727
Total Vehicle Miles	2,303	10,929

Revenue Collected	Prior Month May-20	Reporting Month Jun-20
Total Fares Collected	\$0.00	\$0.00

FOOD BOX DELIVERIES IN JUNE
 FUEL USED FOR DELIVERIES (GALLONS)
 MILES DRIVEN FOR DELIVERIES

Prior Month	Reporting Month
764	190
99.43	24.26
429	103



**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
June 2020**

ENGINEERING DEPARTMENT

The Engineering Department provides technical support to internal Departments & Public and oversees numerous major / minor capital improvements projects.

Community Programs & Services:

Addressing Assignment: The City provides addressing for habitable structures (permanent address) and non-habitable (temporary address). Starting in September 2019, the City is working with the County to take over addressing in the ETJ (*Extraterritorial Area*)

	June	2019 Total	2020 Total
Permanent / Temporary Addresses: <i>*Includes Master Subdivision Addresses</i>	4	244	94

GIS-MAPPING DIVISION:

The Division manages a Geo-database, which encompasses 1,000's of data features for the various categories. The Division is overseeing the Aerial LIDAR / Mobile LIDAR / Aerial Imagery project being performed by BHI (Bohannon Huston Inc.). A technical demonstration of our Mobile Lidar points is being hosted on a third party web-site visit <http://hobbslidar.com> (Note: launch in Google or Firefox web browser)

ArcGIS Enterprise Server (Update):

Lift Station Addresses: Updated all Lift Station Addresses for Utility Department

Parks Maintenance Data: The GIS division then started adding some of the City owned properties to the dataset and classification.

Parking Lot Painting Survey123: New Survey 123 Project deployment with Traffic Dept. to create a new dataset for maintained parking lot striping (on-street parking and City parking lots) that will directly tie back to the Enterprise GIS system.

FEMA, Flood, and CRS Program:

FEMA CRS: June was FEMA's Pet Preparedness and lightning safety month. The GIS division did several things to promote awareness of these FEMA Awareness Activates through the City of Hobbs' social media. The information that was shared includes info about hot weather animal care from the HPDs K-9 unit and how to care for your pet after a disaster.

Misc. Map Creation:

- Maps for "Movie under the Stars" and "4th of July" events
- School District Map: B & J Transport requested updated School District Map to plan school bus routes. School District Map required updating.



**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
June 2020**

PLANNING DEPARTMENT:

The following is a summary of the historical growth statistics.

City of Hobbs Growth Statistics

Land Development	2012	2013	2014	2015	2016	2017	2018	2019
Annexations (expressed in Acres)	3.62	92.89	101.9	1.37	1.31	0	163.23	0
Subdivisions (51)	0	5	3	8	1	3	1	5
Lots Gained	0	61	92	304	102	13	42	186
Summary Subdivisions (55)		42	43	44	33	42	31	47

City Commission Planning Summary:

The City Commission approved 1 Development Agreements allocating \$200 thousand towards infrastructure development. The City Commission Adopted an Ordinance authorizing the issuance and sale of \$10,000,000 Multi-Family Housing Bonds for the Four Seasons Apartment project located at 2405 N. Jefferson.

Planning Board Summary:

The Planning Board reviewed and considered action on 1 item and 1 discussion item in a Virtual Meeting:

- Review and Consider Subdivision Approval of property located north east of the intersection of Hwy. 62/180 and Magnum Industrial Road within the ETJ (Recommend Approval providing compliance with LC Ordinance #35)
- Discuss FY 2022-2026 Infrastructure Capital Improvement Plan (ICIP) process.



**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
June 2020**

TRAFFIC DIVISION:

The City of Hobbs has 42 traffic signals, 17 school zone flashers, 8 flashing beacons, 4 radar speed signs, 1769 STOP signs, 354 warning signs, 2429 street name signs, and 1771 other regulatory and informational signs to maintain and repair regularly.

Total 1,296 tracked intersections

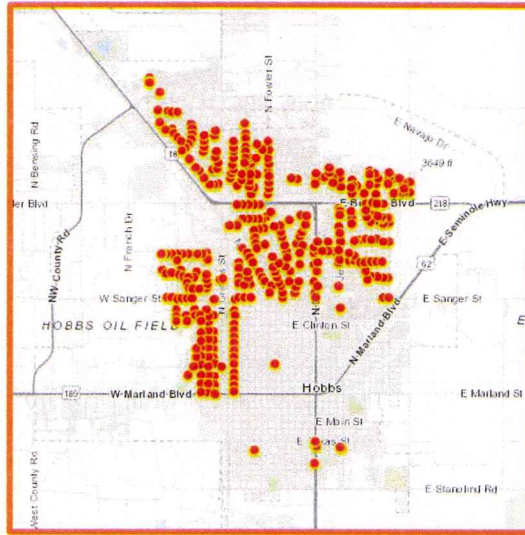
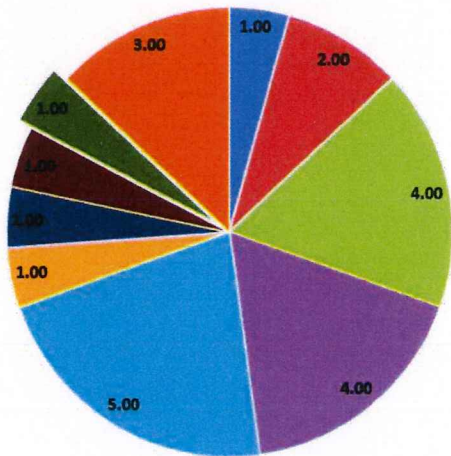


Figure 1 - Location Map of Work Performed

- Breakaway Base Replaced = 1
- LED Module Replace = 2
- New St. Name Sign Made = 4
- New St. Name Sign Installed = 4
- Sign Install / Replace = 5
- Pole Straighten / Re-bolted = 1
- Trim Limbs at Intersection = 1
- Line Spot Hours = 1
- Graffiti Cleaned = 1
- Work Order = 3
- Inspected Intersections = 411

Project Update:

Dal Paso HAWK System Improvements: Ramirez & Son's has started work at Dal Paso & Texas and Dal Paso & Highland to replace the existing School Zone Flashers with a pedestrian demand High Intensity Activated CrossWalk System (HAWK). If you're curious to know how it works, visit the following YouTube videos.

https://www.youtube.com/watch?v=6_rym0bYINU

Dal Paso & Sanger Traffic Signal Improvements: Lee Engineering has provided preliminary construction plans for replacing all existing signal poles and equipment at this intersection. Construction will start in the fall of 2020.



COMMUNICATIONS DEPARTMENT
Monthly Report
June 2020
Submitted July 9, 2020

PRESS/MEDIA ACTIONS

The Communications Department distributed 5 press releases and 2 P.S.A.s:

- Public Restrooms Reopen – 6/2/20
- CORE Reopening – 6/1/2020
- City Employee Impersonators – 6/12/2020
- Grimes and Turner Traffic Signal – 6/12/2020
- HAWK on Dal Paso – 6/12/2020
- New Phone Services Available at Municipal Court – 6/18/2020
- 4th of July Safety Tips – 6/18/2020
- Fireworks Safety reminders – throughout June

Other Press Actions:

All public information is regularly shared on social media, on the website, and on the Hootboard kiosk located on the first floor City Hall lobby. We monitor and respond when necessary to likes, comments, messages, reach, and other online communication related to the City of Hobbs.

See “OTHER DEPARTMENT DUTIES, FOCUSES, AND ACTIONS” for more info on social media posts.

2020 CENSUS

- Social media designs and posts
- Promoted available Census jobs
- Weekly conference calls with N.M. Counties and the State of New Mexico
- Assisted Lea County with budget of State grant funds
- Coordinated and hosted Committee meetings
- Coordination of promotions with Committee members
- Updates to Census Eagle according to new numbers (Eagle was stolen over 4th of July weekend; a new one will be requested from the Lea County Detention Center whose prisoners built the original)
- Interviews with the press regarding Census Update Leave and more
- Planning of Tiny Census Concert to be held in July or August
- Sent out two emails as part of Census email campaign
- Ordered and approval of design completed for t-shirts
- Ordered and approval of design completed for yard signs



COMMUNICATIONS DEPARTMENT

Monthly Report

June 2020

Submitted July 9, 2020

RADIO STATION, 99.3 KHBX

City of Hobbs departments and non-profits holding events and programs/activities were contacted and offered to have their announcements included on our radio station. April, Tanya, and Jason took Audio from COVID-19 video off Facebook for all-new recordings.

Current Radio Announcements

- NMJC fall 1 ends July 14
- NMJC fall 2 ends July 14
- NMJC fall 3 ends Aug 13
- NMJC fall 4 ends Aug 13
- July 4TH closure 2020
- City of Hobbs July 4TH ends July 4TH
- Rockwind Community Links tfn
- COVID-PSA eng-hello
- COVID PSA eng-span-contact
- Fly Hobbs COVID-19 – Missi Currier
- Library reopen hours end July
- City Hall reopening hours
- Jan Fletcher COVID-19
- Manny Gomez COVID-19
- Municipal Court reopen hours COVID-19
- Parks Rec & Open Spaces COVID-19
- MVD opening by Appt.
- United Way Lea County Strong
- United Way morning brew
- Watering Restriction ends Sept 15
- HFD CPR
- Dewayne Penick update
- United Way feeding families
- P.S.A. census sesame street ends Jul 1
- P.S.A. handwashing hero ends Jul 1
- P.S.A. social distancing superhero eng & span end Jul 1
- United Way local list ends Jul 1
- P.S.A. handwashing hero ends Jul 1
- Animal adoption spaying and neutering ends Jun 30
- Animal adoption feral cat ends
- Census 2020

CONVENTION VISITORS BUREAU MAIN FOCUSES

- Wrote and submitted Staff Summer and Resolution for Clean and Beautiful grant for approval from the commission on Jun 15 meeting.
- Worked with Lucy from New Mexico Tourism on Clean and Beautiful grant award of \$5,000.00 paperwork.
- Working with United Way and Esther on a plan to help gather donations for school supplies for the upcoming school year.
- Spoken with Doug about reserving seven parks for the Hobbs School Supplies. Filled out forms for the parks
- Set up Hobbs Police P.A.C.T. to help with the disbursement of the School Supplies at the parks.
- Met with open spaces supervisor Bryan Wagner on Hobbs Tree Lighting Ceremony.
- We spoke with Jennifer Grassham with Maddox Foundation about Hobbs Tree Lighting Ceremony.



COMMUNICATIONS DEPARTMENT

Monthly Report

June 2020

Submitted July 9, 2020

- Met with Toby Spears Finance Department and City Manager Manny Gomez on Co-op Grant to plan for the funds.
- Wrote up Staff Summer and resolution for Co-op Grant in case we will need them for approval from the commission.
- Made presentation for Lodgers Tax meeting Jul 8 and review with City Manager Manny Gomez
- We met with the committee for Hobbs Food Fest Summer event for F.Y. 2021
- Submit a budget for Lodgers' Tax meeting
- Sent many correspond to Hobbs Hospitality about COVID-19 Safe Certified Programs.
- The Convention Visitors Bureau is signed up for Safe Certified Programs and has watched all videos on the safety of COVID-19.
- Submitted write up, photos video to the New Mexico Tourism Department to develop a webpage with New Mexico True for visitors to be able to see what Hobbs and Lea County have to do in our area.
- Completed the Webpage Hobbs New Mexico on this link <https://www.newmexico.org/places-to-visit/regions/southeast/hobbs/>
- Called and visited Hotels and Restaurants throughout Hobbs to discuss the New Mexico True website and to encourage them to partner with New Mexico True to help showcase Hobbs and Lea County.
- Zoom Meeting with New Mexico Tourism Commission Meeting Jun 22
- We met with Lovington and Eunice Chambers to discuss the New Mexico True webpage.
- Meeting with Lovington Main Street, Lea County Event Center, and different Chambers on starting to collaborate to help Showcase Hobbs and Lea County hospitality access to help bring in tourism conferences and meetings.
- Spoke with other communities and counties to see how they collaborate with each other in planning events, showcase the access of the county and the quality of life. Sandoval County Tourism Alliance, Taos Ski Valley Chamber/Enchanted Circle Marketing Group, and Midland/Odessa Convention Visitors Bureau.
- Conference call Jun 16 with Andrea Lawrence with New Mexico Tourism Department about the Co-op Grant.

Listed Events

Currently, we do not have events listed do to the COVID-19 pandemic.

COMMUNICATIONS DEPARTMENT
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SOCIAL MEDIA INSIGHTS



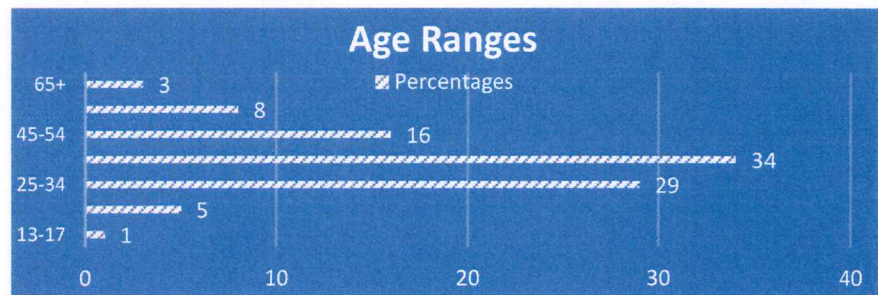
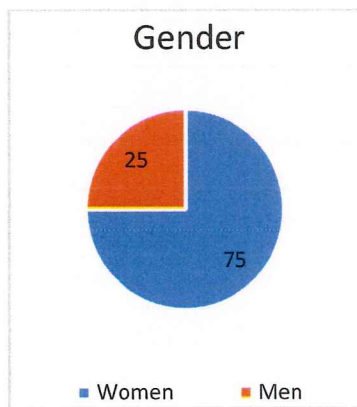
Facebook – last 28 days
 (June 10– July)

Page Views	Post Reach (people reached)	Post Engagement	Page Likes
20% increase (2,200 total)	9% increase (34,549 total)	4% decrease (12,046 total)	8% increase (120 total new)



Instagram
 (June 24 – June 30)

Reach	Impressions	Profile Visits	Interactions
828	5,162	86	86





COMMUNICATIONS DEPARTMENT

Monthly Report

June 2020

Submitted July 9, 2020

OTHER DEPARTMENT DUTIES, FOCUSES, AND ACTIONS

- Shared creditable online mentions with different community organizations and City officials collected and sent by Meltwater
- Participated in the creation of several publications
- Director attends monthly Jaycees lunches to share upcoming City events/activities and network on behalf of the City of Hobbs (suspended for the time being)
- Director attends weekly Rotary meetings to share upcoming City events/activities and network on behalf of the City of Hobbs (held virtually for the time being)
- Director serves on Rotary Club Board and attends monthly meetings (virtual for the time being, currently serving on the Virtual Meeting Committee)
- Attended numerous webinars
- Numerous notices for different departments and locations
- Website monitoring and updates communicated with I.T. Web Master
- Collaborated with IT Web Master updates to the COVID-19 webpage at hobbsnm.org/update
- Regular invoicing and budgeting, including gathering quotes, processing payment, etc.
 - Completed end of FY budget requirements
 - Renewal of FY 2021 agreements and purchases
- Virtual Commission Meetings viewings
- Viewed Governor's livestreamed press conferences via Facebook
- Training and coordination with Engineering employee access to social media accounts for F.E.M.A. outreach through social media posts
- Fireworks Safety
 - Created postcard
 - 4th of July pet tips and safety
 - Hosted 2 Facebook Live video with HFD Captain Brandon Roberts
- Updated Department Reopen Plans and resubmitted to Legal
- Businesses and Social Distancing meeting with Lea County EDC
- Hobbs Public Library promotional post (return to regular hours)
- Regular cleaning and sanitizing of office areas



COMMUNICATIONS DEPARTMENT
Monthly Report
June 2020
Submitted July 15, 2020

Livestreamed City Commission Meetings for May

View Hobbs City Commission Meeting online at www.hobbsnm.org/videos.html.

	Viewers	Total Number of Viewers	Total Minutes
Recorded Viewers	95.9%	1510	794
Live Viewers	4.1%	64	1374
Total	100%	1574	2168

Other continued projects and work include daily holiday announcements on social media, updating documents for hoteliers, conference calls, webinar training, etc.

HOBBS ANIMAL ADOPTION CENTER
June 2020 MONTHLY REPORT

	20-Apr		20-May		20-Jun	
	Cats	Dogs	Cats	Dogs	Cats	Dogs
Intakes:						
Dead on Arrival	7	11	23	6	23	9
Stray	118	159	205	173	240	174
Transfer				1		
Unwanted	26	59	50	58	67	63
Low Cost	44	35	21	9	23	37
Quarantine		5	3	4	1	14
	195	269	302	251	354	297
Disposition:						
Adopted	63	90	59	80	72	77
Died at Facility	15	4	20	3	10	1
Dead on Arrival	4	9	20	6	21	8
Escape trap					2	
Euthanized	10	22	53	17	65	19
Rescued	21	125	94	79	94	72
Return Owner	1	51	2	52	1	57
Low Cost	45	32	22	9	27	34
	159	333	270	246	292	268

CODE ENFORCEMENT NUMBERS FOR JUNE

CODE WARNINGS 864

CODE CITATIONS 41

CODE COMPLAINTS 322

ANIMAL WARNINGS 263

ANIMAL CITATIONS 28

ANIMAL COMPLAINTS 567

VEHICLES/PD 2

City of Hobbs Building Division

Total Type of Construction

for period ending June 01, 2020-June 30, 2020

June 2020 Report

<u>Type of Construction</u>		<u># of Permits</u>	<u>Valuation</u>	<u>Fee's</u>
Commercial				
COMM MECHANICAL	C	10	15,000.00	1,107.00
COMM PLUMBING	C	5	7,500.00	278.00
COMM SEWER TAP & EXCAVATION	C	1	1,500.00	290.00
COMMERCIAL ADDITION	C	1	18,307.00	144.00
COMMERCIAL CARPORT	C	1	14,000.00	144.00
COMMERCIAL DRIVEWAY	C	1	10,000.00	20.00
COMMERCIAL ELECTRICAL	C	13	19,500.00	713.00
COMMERCIAL FENCE	C	2	30,885.00	20.00
COMMERCIAL REMODEL	C	3	11,900.00	168.00
COMMERCIAL SIGN	C	4	8,650.00	120.00
COMMERCIAL SWIMMING POOL	C	1	152,741.00	456.00
FIRE ALARM SYSTEM	C	1	1,500.00	100.00
INDUSTRIAL EXCAVATION	C	1	1,500.00	1.00
NEW COMMERCIAL	C	1	8,500,000.00	10,680.00
SPRINKLER SYSTEM	C	1	1,500.00	50.00
		<u>46</u>	<u>8,794,483.00</u>	<u>14,291.00</u>
Residential				
PERMITS RENEWED	R	1	26,000.00	37.50
RES MECHANICAL	R	49	70,800.00	3,314.00
RES PLUMBING	R	41	58,800.00	1,984.00
RES SEWER TAP & EXCAVATION	R	2	3,000.00	830.00
RESIDENTIAL ADDITION	R	2	129,500.00	520.00
RESIDENTIAL CANOPY	R	5	20,540.00	280.00
RESIDENTIAL CARPORT	R	10	38,286.00	520.00
RESIDENTIAL CURB CUTS	R	3	5,225.00	55.00
RESIDENTIAL DEMOLITION	R	1	2,000.00	20.00
RESIDENTIAL DETACHED GARAGE	R	1	6,000.00	60.00
RESIDENTIAL DRIVEWAY	R	5	15,600.00	100.00
RESIDENTIAL ELECTRICAL	R	54	79,650.00	4,286.00
RESIDENTIAL FENCE	R	9	10,550.00	90.00
RESIDENTIAL MANUFACTURED HOME	R	4	428,076.00	240.00
RESIDENTIAL REMODEL	R	11	241,784.00	1,550.00
RESIDENTIAL RE-ROOF	R	16	119,785.00	1,230.00
RESIDENTIAL SINGLE FAMILY	R	10	2,587,733.00	5,448.00
RESIDENTIAL STORAGE	R	5	129,538.00	620.00
RESIDENTIAL SWIMMING POOL	R	3	158,500.00	820.00
		<u>232</u>	<u>4,131,367.00</u>	<u>22,004.50</u>
		<u>278</u>	<u>12,925,850.00</u>	<u>36,295.50</u>

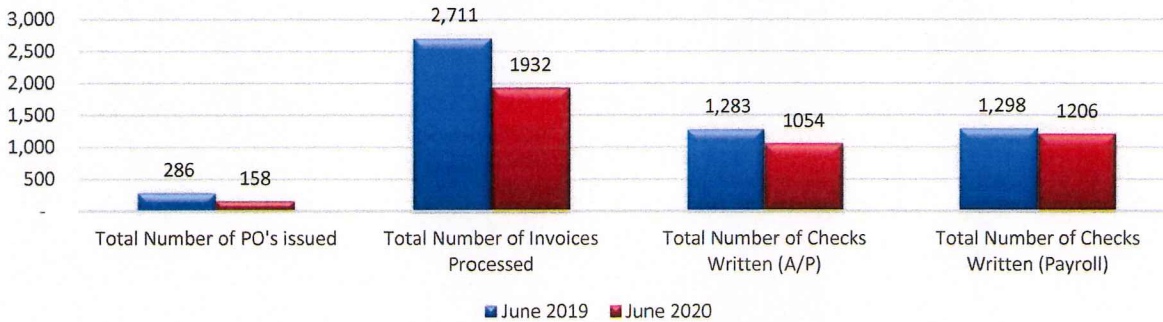
**Monthly Measurement
Finance Department
Fiscal Year 2020**

Cash Statistics	June 2019	June 2020
Beginning Cash Balance	\$ 122,577,174	145,218,981
Monthly Cash In (Revenue - all funds)	\$ 12,075,875	11,078,627
Monthly Cash Out (Expenditures - all funds)	\$ 12,339,624	8,891,997
Ending Cash Balance	\$ 122,313,424	147,405,611

Finance Transaction Statistics

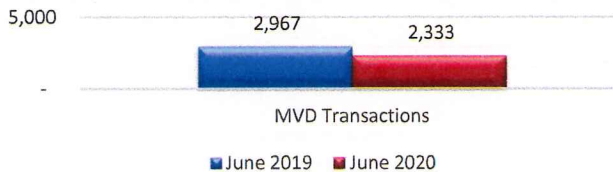
	June 2019	June 2020		
Total Number of PO's issued	286	158	daily average	20.91
Total Number of Invoices Processed	2,711	1932	daily average	82.45
Total Number of Checks Written (A/P)	1,283	1054	weekly average	268.00
Total Number of Checks Written (Payroll)	1,298	1206	bi-weekly average	576.00

Financial Transaction Averages

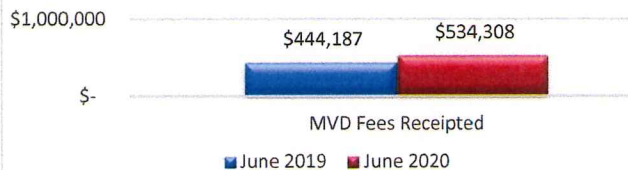


MVD Statistics	June 2019	June 2020		
MVD Transactions	2,967	2,333	daily average	106.05
MVD Fees Received	\$ 444,187	\$ 534,308	daily average	\$ 24,286.75

MVD Transaction Averages



MVD Fees Received



ALARMS

Alarms (City)	54
Alarms (County)	61
Total Alarms	115

ZONES

Zone 1 (NW City) 21	Zone 5 (NW County) 6
Zone 2 (NE City) 13	Zone 6 (NE County) 24
Zone 3 (SE City) 14	Zone 7 (SE County) 7
Zone 4 (SW City) 6	Zone 8 (SW County) 13
Out of District 11	

TURNOUT TIMES (Dispatch to Enroute)

Station 1	1:14
Station 2	1:28
Station 3	3:32
Station 4	0:50
Average	1:46

AVERAGE RESPONSE TIME (Dispatch to Arrival)

Station 1	6:06
Station 2	6:54
Station 3	5:48
Station 4	6:18
Average	6:16

PREVENTION PROGRAMS

Fire Investigations	10
Fire/Safety Inspections	27
Smoke Detectors Installed	4
Public Education Activities	0
Plan Reviews	4
Burn Permits Issued	0

FIRE RESPONSE BY STATION

Station 1	38
Station 2	32
Station 3	28
Station 4	17

MOST COMMON DAY/TIME

Thursday (1900 – 1959 hours)

FIRE DEATHS/INJURIES

Fire Deaths - 0
Fire Injuries - 0

STRUCTURE FIRES

Structure Fires - 1

FALSE ALARM RESPONSE

False Alarms - 18

TRAINING HOURS

Fire Training	913
EMS Training	236

EMS RUN BREAKDOWN

City Response	551
County Response	52
Total Responses	603

ZONES

Zone 1 (NW City) 232	Zone 5 (NW County) 14
Zone 2 (NE City) 84	Zone 6 (NE County) 33
Zone 3 (SE City) 133	Zone 7 (SE County) 1
Zone 4 (SW City) 102	Zone 8 (SW County) 4

AVERAGE RUN TIMES

Enroute:	1:57
At Scene:	4:49
To Destination:	23:56
Back in Service:	30:00

MOST COMMON DAY/TIME

Friday – 108 calls for service
Friday – 27 calls from 18:00 – 20:59 hours

MOST COMMON COMPLAINT

Falls - 53

OUT OF TOWN TRANSFERS

Lubbock	18
Midland	2
Odessa	2
Roswell	5
Carlsbad	7

CARDIAC ARREST RESPONSES

Cardiac Arrest	10
ROSC	2

ROSC = Return of Spontaneous Circulation

EMS BILLING

Collected	\$98,285.00
-----------	-------------

Highlights for the month of June

- All personnel completed Coaching the Emergency Vehicle Operator (CEVO) cone driving course
- Safety Stand Down Week (June 14-20)
- 32 personnel completed annual HazMat Technician refresher training
- 6 members completed and passed the Firefighter Quality Appraisal Board (QAB)
- Battalion Chief Kevin Shearer received Warrior Award for work with the Emergency Operations Center (EOC) during COVID pandemic
- Leadership training began with James Rowan
- Fire Prevention continued Coronavirus/Occupancy Assistance for businesses

Street Department Monthly Report June 2020

Break down of work performed by the Street Department Crew:

Man Hours	Activity
280 HRS.	Street Sweeping
40 Hrs.	Building Brooms
128 Hrs.	Cold Mix Patching
46 Hrs.	Crack Seal
14 ea.	Street Complaints
2 ea.	Alley Complaints
128 Hrs.	Storm Sewers & Inlets
62 Hrs.	Equipment Maintenance
46 Hrs.	Hot Mix Patching
60 Hrs.	Working in the Welding Shop
221 Hrs.	Working with Dustrol recycling streets
16 Hrs.	Stocking Material
11 Hrs.	Meetings
121.5 Hrs.	Alley work
50 Hrs.	Work for Parks Department
341 Hrs.	Work for Environmental
16 Hrs.	Stocking Fill Dirt

The total amounts of material hauled or used:

Quantity	Material
248 Yds.	Sweepings
75 Gal	Unmetered Water
300 Lbs.	Pollex24 3 Rubber
90 Yds.	Alley material
1 Yd.	Cold Mix Used
614 Yds.	Trash Hauled
24 Yds.	Hot Mix Used

Calls responded to:

Number	Type
13	Dispatched – accidents, spills, debris
14	Call Requests

June 2020 General Services – Building Maintenance

Work performed by City Carpenters

10	Installed sneeze guards
1	Moved Office Furniture
3	Door lock repaired
3	Wall repair/paint
9	Replaced ceiling tile
2	Door closer adjusted
1	Building repair
10	Building Inspection
2	Installed upper desk unit
1	Repair at Jefferson Concession Stand
45	Work orders

Location of work performed

7	City Hall
1	D.M.V.
6	Police Department
5	Senior Center
1	Animal Adoption
3	Library
1	Wastewater
1	CORE
6	Municipal Court
4	Annex
1	Jefferson Park
1	Street Dept.

Break down of work performed by the Electricians

9	Light repairs
48	AC repairs
42	General electrical work
9	CORE work
8	Nonelectrical work

Location of work performed

9	CORE
12	Library
9	City hall
4	PD
4	Fire stations
24	DA building
2	MVD
6	Rockwind
21	Parks
6	Senior center
2	Garage
10	AAC
4	Municipal Court
3	Crime Lab
3	Hobbs Express

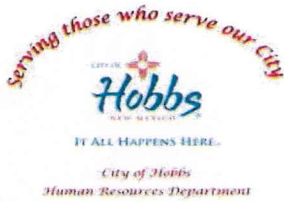
June - 2020

General Services - Garage

In June 2020 The City Garage had a total of 216 Repair Orders/Invoices. Of the 216 R.O./Invoices, 108 were repaired in house and 108 were out sourced. The monthly total outlay for the garage as well as subcontracted parts and labor totaled \$ 41,174.11 Below is a break-down by categories. The break-down includes all parts and labor.

Work Performed	# of R.O./Inv	Garage Parts \$	Garage Labor \$	Vendor Parts \$	Vndor Labor \$	Total \$
AC/Heater/Vent	2	37.95	102.00	1,649.83	1,155.00	2,944.78
Instrument/Gauges	0	0.00	0.00	0.00	0.00	0.00
Complete Wash	2	0.00	0.00	0.00	193.90	193.90
Filters	4	0.00	0.00	167.44	0.00	167.44
Service Calls	12	390.00	1,054.00	0.00	0.00	1,444.00
Miscellaneous Maintenance	55	670.87	1,772.00	5,206.37	4,344.80	11,994.04
Brakes	9	344.00	374.00	2,614.22	2,571.50	5,903.72
Steering/Suspension	2	0.00	0.00	34.94	318.95	353.89
Tires	49	3,466.00	1,734.00	2,579.44	1,082.00	8,861.44
Rear Axle/Drive	0	0.00	0.00	0.00	0.00	0.00
Transmission	2	118.17	170.00	0.00	0.00	288.17
Charging	12	452.90	493.00	461.88	0.00	1,407.78
Lighting	8	63.39	289.00	163.68	0.00	516.07
Preventive Maintenance	23	659.20	680.00	1,055.33	468.00	2,862.53
Cooling	0	0.00	0.00	0.00	0.00	0.00
Hydraulics	0	0.00	0.00	0.00	0.00	0.00
Engine	4	0.00	204.00	0.00	102.00	306.00
Safety Recalls	26	0.00	0.00	0.00	0.00	0.00
Accident Repair	2	0.00	0.00	2,109.85	1,820.50	3,930.35
Warranty	4	0.00	0.00	0.00	0.00	0.00
Monthly Total	216	6,202.48	6,872.00	16,042.98	12,056.65	41,174.11

	# of R.O./Inv	Parts	Labor	Total
City Garage Staff	108	6,202.48	6,872.00	13,074.48
Vendor	108	16,042.98	12,056.65	28,099.63



City of Hobbs
Human Resources Department
June 2020 Departmental Re-cap
City Managers Report

Recruitment:	June 2019	June 2020
• Applications Received/Reviewed	351	276
• New Hires	26	32
• Re-Hires	17	29
• Transfers/Promotions/Demotions	5	1

Personnel Actions:	June 2019	June 2020
• Performance Reviews	48	16
• Retirements	1	0
• Terminations	17	8
• Other(certs, shift moves)	13	5

New Position Postings in June:

- ANIMAL ADOPTION CENTER ASSISTANT
- SEASONAL GOLF SHOP CLERK
- SEASONAL PLAYER'S SERVICE ATTENDANT
- JUDICIAL ASSISTANT
- CRIME SCENE TECH
- NON-CERTIFIED POLICE OFFICER
- ACTIVITY SUPERVISOR
- ASSISTANT ACTIVITY SUPERVISOR

Team Involvement:

- Assisted with CORE re-opening training
- Team assisted with Warrior Awards
- Team successfully hired for the Summer Recreation program with a very tight timeline
- Nicholas Goulet participated in HPD CBA negotiations
- Viewed several update broadcasts from the Governor re: COVID19
- Continued to monitor requests for AR 20-02 leave

Information Technology Department

Ron Roberts – IT Director

Christa Belyeu – Asst. IT Director

Joe Amador – Webpage Specialist

Jeff Sanford – Comm. Specialist

Daily operations, responsibilities, and policies

➤ Technology Policies

➤ I.T. Equipment (24 City of Hobbs facilities)

- Purchasing
- Installation
- Maintenance
- Training
- Research and Development/Planning

➤ Computer

- Servers (61) (31 physical / 30 virtual)
- Offsite replication
- Desktops (450)
- Laptops (225)
- Tablets (130)
- Point of Sale systems
- Credit Card devices
- Peripherals
 - Printers
 - Scanners/Fax
 - Cameras
- Data backup

➤ Public Safety

- Police
 - 2-way radio communications
 - Emergency Alert System (Radio/TV)
 - Communications interoperability equipment
 - Document Imaging
- Fire
 - 2-way radio communications
 - Paging/Tone out equipment
- Emergency Operations Center
 - Radio communications
 - Logistical Support

➤ Two-way radio equipment (620)

- Administration
- Programming
- Repair
- Installation
- Control Equipment (7 sites)
- Mobile (250 radios)
- Portable (370 radios)

Matt Blandin – Security/Comp. Spec.

Frank Porras – Computer Specialist

Gabriel Jurado – Computer Specialist

Wide/Local area networking administration

- Firewalls
- Routers
- Switches
- Security appliances
- Cabling
- Fiber Optic connectivity (*leased and City owned*)
- Network Security

➤ Email

- Account Administration
- SPAM filtering
- Intrusion protection

➤ Internet Access

- Web access and content filtering
- DSL connections
- Remote access

➤ Wireless Networking

- Point to point
- Wi-Fi Access points

➤ Web Page Design (City of Hobbs, Police, Fire, CORE, Library)

➤ Telephone Equipment (all City locations)

- Splash Pad 911 Call boxes

➤ Outdoor Warning Equipment

- Warning Siren/Public Address (33 locations)

➤ Facility alarm systems (all locations)

➤ Copy Machines (35) (all locations)

➤ Outdoor Public Bulletin Boards (3 units)

➤ Audio/Video

- Commission Chambers
 - Livestream regular, special and work session meetings.
- Meeting Rooms
- Portable
- Cable TV
- Video conferencing
- KHBX LP radio station and remotes

Accomplishments for June 2020

- 155 Request for service
- 147 Completed
- 13 Email related
- 29 hardware related
- 8 internet related
- 5 network related
- 13 password resets
- 7 phone related
- 9 radio related
- 2 projects related
- 24 software related
- 23 User Setup
- 25 Web page related
- 6 other

Special accomplishments:

- Setup virtual commission meetings
- Assisted with departmental virtual public meetings and conferences
- Updated virtual environment.
- Built and installed 13 new computers
- Sliced addition fiber optic cables between City Court and PD
- Setup virtual court in INCODE.



CITY ATTORNEY'S OFFICE

200 East Broadway
Hobbs, New Mexico 88240

575-397-9226
575-391-7876 fax

ATTORNEY/CLIENT PRIVILEGED INFORMATION PURSUANT TO RULE 16-106 NMRA

CITY ATTORNEY'S REPORT

June 2020

Mission Statement:

To zealously represent the City of Hobbs and its departments in all legal matters. To create a culture of adherence to the strictest standards of ethics; and to foster an atmosphere where laws are formulated and enforced equally, with respect and dignity for all people.

Duties Required by Law:

The City Attorney's duties are outlined in Hobbs Municipal Code Section 2.08.070. In compliance with those duties, the City Attorney's Office provided assistance and legal advice both verbally and in writing to the Mayor, City Commission, City Manager, department heads and staff on various legal topics for the month of June. The substance of this advice is not disclosed herein as it likely constitutes "Attorney/Client Privilege" pursuant Rule 16-106 NMRA.

Public Meetings:

In an effort to provide legal guidance to the City Commission and all advisory boards, each attorney with the City Attorney's Office is required to serve as legal advisor to an assigned public body. The role of the assigned attorney is not to conduct the affairs of the public body, rather, it is to ensure compliance with the Open Meetings Act (NMSA 1978, §10-15-1, et seq.) and the various sections of the Hobbs Municipal Code that apply to the given public body.

For the month of June 2020, the public meetings attended by the City Attorney's Office were:

- ❖ Hobbs City Commission – Efrén Cortez (6/1 and 6/15 (6/15 closed))
- ❖ Cemetery Board – (N/A)
- ❖ Community Affairs Board – (N/A)
- ❖ Library Board – (N/A)
- ❖ Lodger's Tax Board – (N/A)
- ❖ Planning Board – Erik Scramlin (6/6)
- ❖ Utilities Board – (N/A)

The contributions to the public meetings by the City Attorney's Office were:

- ❖ Public Hearings/Presentations 2
- ❖ Agenda Items drafted 4
- ❖ Resolutions Drafted 3

The City Attorney's Office is charged with ensuring compliance with New Mexico State Statutes requiring local government compliance. Some of these laws include the Inspection of Public Records Act (NMSA 1978, §14-2-1, et seq.), the Governmental Conduct Act (NMSA 1978, 10-16-1, et seq.), the Procurement Code (NMSA 1978, §13-1-1, et seq.), and the Open Meetings Act (NMSA 1978, §10-15-1, et seq.)

- ❖ Procurement Review 8
- ❖ Contract Review 19

Litigation:

The City Attorney's Office engages in litigation both in the criminal and civil settings. Unlike many public law offices, the City Attorney's Office engages in the practice of law in a multitude of legal disciplines. The spectrum of cases handled by the City Attorney's Office requires that each attorney in the office develop and retain a variety of skills and abilities so as to provide competent representation to the organization in any given case.

Legal Assistant, Georgia Cherney, is in charge of calendaring all events for the attorneys, gathering all necessary documents for litigation, assisting in the management of the budget, and various other tasks that greatly assist operations for the City Attorney's Office. Assistant City Attorney, Valerie S. Chacon, and Assistant City Attorney, Rocio A. Ocano, are primarily tasked with representing the City of Hobbs as "plaintiff" in criminal matters filed in the Hobbs Municipal Court. Deputy City Attorney, Erik M. Scramlin, is primarily tasked with representing the City of Hobbs in civil matters and providing training opportunities to staff. City Attorney, Efren A. Cortez, is primarily in charge of advising management and elected officials on legal issues and also oversees operations of the City Attorney's Office.

For the month of June 2020, the litigation activity of the City Attorney's Office is as follows:

- ❖ Pretrial Release Hearings: 0
- ❖ Probation Violations: 1
- ❖ Pretrials (Pro Se): 275
- ❖ Pretrials (Attorney): 135
- ❖ Trials: 75
- ❖ Dangerous Dogs/Petitions: 1
- ❖ DWI Cases: 30
- ❖ Appeals in District Court: 3
- ❖ Pleadings: 260
- ❖ Civil Depositions: 0
- ❖ Civil Mediations: 0
- ❖ Arbitrations: 0
- ❖ Demand Letters: 1

❖ Misc. Hearings (Mun./Dist./Fed.):	1
❖ Trainings:	0
❖ Witness Interviews:	13
❖ In-office consultations:	3
❖ Discovery Submissions:	34
❖ Letters/Correspondence:	1,269

Areas of Notoriety:

- ❖ Deputy City Attorney Erik M. Scramlin and Assistant City Attorney Rocio A. Ocano supervised destruction of narcotics which was authorized by the District Court.
- ❖ Assistant City Attorney Rocio A. Ocano volunteered to serve food to the community with the local United Way on June 26, 2020..

Thank you for your time and consideration regarding the matter. On behalf of the staff of the City Attorney's Office, it is a sincere honor to serve the City of Hobbs as its legal team.

Respectfully,

/s/ Efren A. Cortez
 Efren A. Cortez
 City Attorney

CITY MANAGER'S REPORT

June, 2020

Hobbs Public Library

CIRCULATION: 7,414

CIRCULATION BY MATERIAL TYPE:

Books and Periodicals	3,752
Audio Books & Music	175
DVDs	3,032
E-Books/E-Audio (OverDrive & Gale)	455

CIRCULATION BY PATRON TYPE:

Adult	4,707
Juvenile	790
Senior Citizen	1,484
Used in Library	433

CIRCULATION WITH OTHER LIBRARIES:

	Borrowed	Loaned
Interlibrary Loans	0	7
ELIN Loans	30	10

Total Children's Items Circulated 2,063

Total Adult Items Circulated 5,351

Patron Visits	2848
Overdue Notices Sent	170

PROGRAMS & PUBLIC SERVICES:

Programs Provided	20
Attendance	2148
Meeting Room Use	3
Board Games	0

Web Site Usage	4569
HPL Database Usage	1144
Reference Questions	227
Public Computer Use	420

PATRON PROFILES:

Adult	22,478
Juvenile (Under 18 Years)	4,120
Senior Citizens (62+ Years)	4,407
Temp ELIN	2,208
Total Active Borrowers	33,213

RECEIPTS:

Materials Paid For	\$126.98
Fines & Fees	\$619.84
Copy Machine & Public Printouts	\$304.60
Total	\$1,051.42

Library Patrons Added This Month	46
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ITEMS ADDED:

Total Items Added	938
Items Weeded	479

HOLDINGS:

Total Library Holdings	150,335
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City Manager's Report
Municipal Court - July 2020

Monthly Cases:

Traffic Citations	626
Misdemeanor Citations	55
Environmental Citations	64
Fire Code Violations	0
AGG. DWI	3
DWI – 1 ST	<u>0</u>
Total	748

Courtroom Activity:

Video Arraignments (Jail)	131
Court Appearances – A.M.	48
Court Appearances- P.M.	251
Virtual Court	15
Pretrial Court Appearances – A.M.	13
Pretrial Court Appearances – P.M.	13
Attorney Pretrials	9
Trial Cases	<u>14</u>
Total	494

Other Activity:

Summons issued	570
Warrants issued	<u>1050</u>
Total	1620

Fines/Fees Assessed:

Fines	\$117,110
Penalty Assessment Fee	4,940
Automation Fee	3,840
Judicial Education Fee	1,920
Correction Fee	12,780
DWI Prevention Fee	300
DWI Lab Fee	340
Copies/Misc. Fee	<u>0</u>
Total	\$141,230

Fines/Fees Collected:

Fines	\$56,772
Penalty Assessment Fee	6,972
Automation Fee	5,009
Judicial Education Fee	2,496
Correction Fee	16,635
DWI Prevention Fee	503
DWI Lab Fee	235
Copies/Misc. Fee	0
Restitution	<u>31.22</u>
Total	\$88,653.22

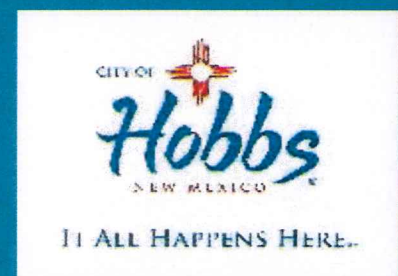
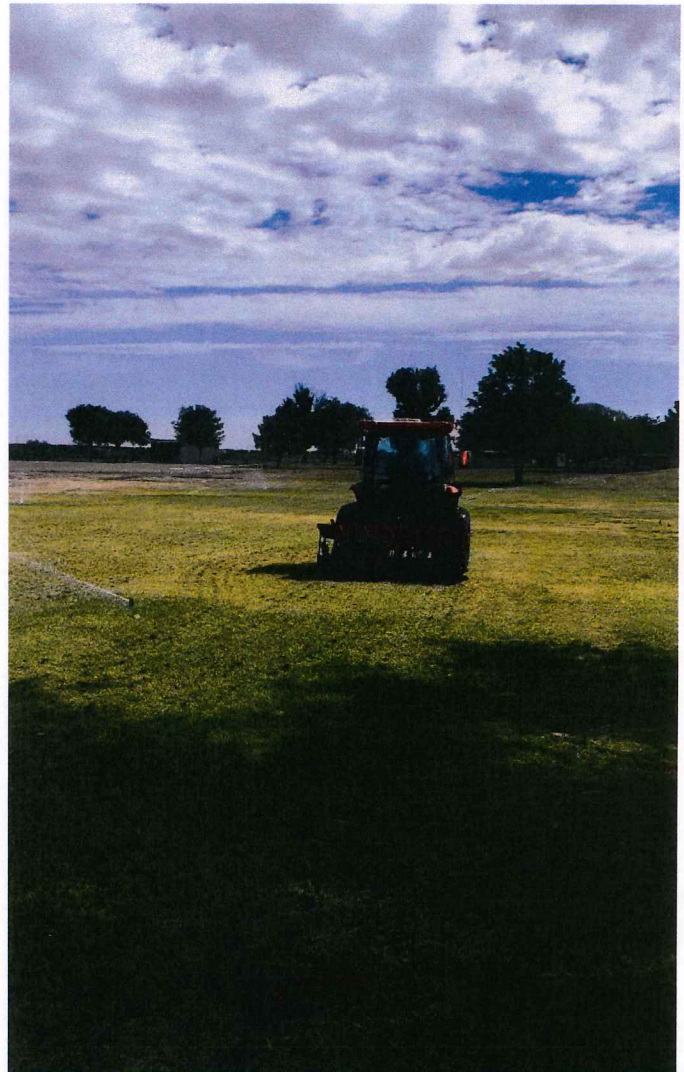
City Manager – June Report

2020

-
1. Cemeteries had 14 Interments and poured 32 foundations
 2. Sports assisted with COVID-19 testing site and again in July three more times
 3. Sports fertilized/over-seeded Williams Field and aerated commons at Veterans
 4. Trailer Towing Training was completed this month for all POSD staff
 5. Graffiti removed at 15 locations
 6. Parks assisted HPD with mowing and weed control at Gun Range
 7. Parks mowed/cleaned 23 environmental lots/4 city owned vacant lots
 8. Del Norte Park – Playground structure in place, awaiting for Ramirez & Sons to do concrete work, then staff will fill with fall zone material and open for public use
 9. Golf course added pipe to stream channel to increase flow
 10. POSD assisted with Movie Under The Stars
 11. Aeration at McAdams, CORE & Green Meadow (pic at McAdams)

Parks & Open Spaces Department

Authored by: Bryan Wagner





THE CITY OF HOBBS, NEW MEXICO

4827 NORTH LOVINGTON HIGHWAY
RECREATION DEPARTMENT

HOBBS, NEW MEXICO 88240
(575) 397-9293

Recreation Department Monthly Report - June 2020

Divisions

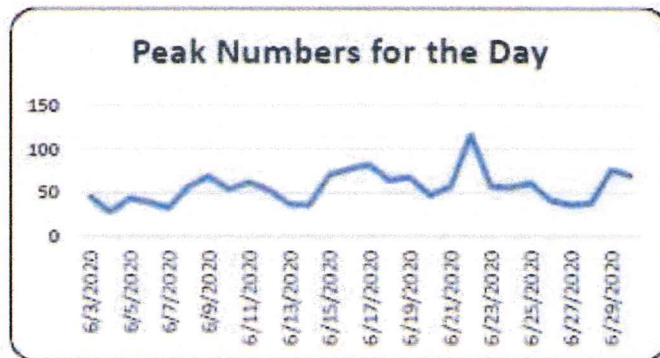
CORE
Older Americans
Recreation
Rockwind Clubhouse
Teen Center

CORE

The CORE opened for fitness and lap swimming on June 3. Amenities opening were first floor fitness, second floor fitness, racquetball (maximum of 2 players per court), jogging/walking track, and the Competition Pool was open for lap swimming only. Despite the restrictions, there was a good turnout and staff sold memberships from day one. After the first week, daily use increased with the daily average participation being 317. A total of 67 participants were also given tours of the CORE. There were 132 new memberships with Family memberships at the top of the list. Total revenue for the month was down due to cancellations and refunds. No revenue was received from staples such as facility rentals, fitness, leagues and Tsunami Swim/Dive, as well as swim lessons. Due to the pandemic, extra measures were put in place to ensure that the facility is safe for patrons. The CORE is following guidelines set by the Public Health Order. Every employee participated in online COVID-19 training to learn about safe practices and social distancing. Staff was retrained on how to properly disinfect their areas and are documenting all cleanings. Even though it is not open at this time, just prior to the CORE opening for fitness and lap swimming the play structure was disinfected from top to bottom by an outside vendor. Signage has been posted to encourage social distancing and proper hygiene practices for patrons. With these efforts in place, we hope to continue to provide a safe place for those using the CORE.

Summary of Visits and Tours

Description	June 3rd to June 30, 2020
Member Visits	7,420
Guest Visits	407
Classes	Approximately 0 Participants
Tour Participants	67
Private Rentals	Approximately 0 Facility Rentals from June 3rd to June 30, 2020 with \$0.00 in revenue including deposits for future events through August 2020 as of 06/30/2020



Summary of Revenue, Participation and Membership

Column1	Column2	Column3	Column4
169999	32470	Facility Membership Resident Family	3,089.19
169999	32463	Facility Membership Resident Adult	1,959.33
169999	32453	Week Pass Resident Adult	1,811.00
169999	32443	Day Pass Resident Adult	1,557.00
169999	32464	Facility Membership Resident Adult Couple	630.00
169999	32445	Day Pass Resident Teen	525.00
169999	32467	Facility Membership Resident Student/Public Safety	400.00
169999	32448	Day Pass Non-Resident Adult	340.00
169999	32491	Merchandise Sales	296.50
169999	32472	Facility Membership Non-Resident Adult	160.00
169999	32466	Facility Membership Resident Teen	140.00
169999	32468	Facility Membership Resident Senior	96.00
169999	32446	Day Pass Resident Student/Public Safety	90.00
169999	32444	Day Pass Resident Youth	84.00
169999	32458	Week Pass Non-Resident Adult	60.00
169999	32469	Facility Membership Resident Senior Couple	58.00
169999	32450	Day Pass Non-Resident Teen	48.00
169999	32465	Facility Membership Resident Youth	48.00
169999	32480	Facility Membership Non-Resident Matinee	40.00
169999	32483	Kid Watch Resident	30.00
169999	32449	Day Pass Non-Resident Youth	28.00
169999	32455	Week Pass Resident Teen	15.00
169999	32471	Facility Membership Resident Matinee	14.00
169999	32447	Day Pass Resident Senior	12.00
169999	32487	Kid Watch Non-Resident	7.00
169999	32484	Kid Fit Resident	6.00
		Grand Total	11,544.02

Description	June 3rd to June 30, 2020
Fitness Unlimited (incl. Fit, Unlim, Passes)	-
Day Passes Sold	261
Week Passes Sold	3
Month Passes Sold	76
Annual Membership Attendance	567
Monthly Membership Attendance	6,523
Month-to-Month Pass Attendance	330
Swim Lessons - Sessions	-
KidWATCH	441
KidFIT	253
Group Classes (ie: Yoga Fit, UrbanKick, Senior Fit, Power Ride, Power Cuts, Masters Swimming etc.)	-
Special Events (ie: Easter Egg Dive, Spooktacular, etc.)	-
Total Participants & Visits	8,454
Revenue	11,544.02
PRIOR MONTH COMPARISON	
DIFFERENCE = prev month - current month	\$ 11,544.02
PERCENT DIFF = DIFFERENCE / prev month	0.103532907
% =	10.35%
PRIOR YEAR COMPARISON	
DIFFERENCE = prev year - current month	(232,542.90)
PERCENT DIFF = DIFFERENCE / prev year	-0.95270529
% =	-0.95270529

Monthly Membership Recap

There were 132 new memberships in June making a total of 1636 Active memberships.

There are currently 6343 Active members who have either a recurring monthly membership or an annual membership.

Older Americans

The Senior Center remains closed for programming and activities but staff continues the very important mission of providing daily meals to the senior citizens of our community. Below is the recap for 2020:

Meals:

June 2020 Grab N Go Meals 2,254
 June 2020 Home Delivered Meals Served 2,427
 4,981

Meal Donations Received:

0.00
\$1,682.41
 \$1,682.41

Any meals not distributed at the daily Grab N Go site, are frozen and delivered to the neediest home bound clients on Fridays so they have extra meals for the weekend. A total of 108 of these frozen meals were distributed in June. A total of 359 different senior citizens received meals in June and the total meals served to include the frozen meals was 5,089.

Renovations: The meal site bathrooms have been deconstructed for the remodel. The tile has been completed. All other items have been purchased and are ready to be installed.

Recreation

- The following summer youth programs began on June 22: Summer Recess, Summer Sports, and Journey Through the Arts.
- The first Movies Under the Stars event of the summer was hosted on Friday, June 26 at the Hobbs Industrial Air Park (HIAP). Parks and Open Spaces staff set up the portable movie screen on a runway and vehicles were parked “Drive-In” style for the movie. Estimated attendance was 250 vehicles. The event went well and participants enjoyed the event.
- Recreation Department staff continues to work with the staff from Police, Fire, Parks and Open Spaces, to plan the 4th of July event which will also take place at HIAP. The fireworks display will be the only activity taking place this year.

Aquatics

- Seasonal Pools and Splash Pads remain closed as mandated by Public Health Order.
- Maintenance continues at seasonal pools. The wind screen has been replaced at Del Norte pool.
- A new controller for the Jefferson Splash Pad is being installed by City electricians.

Rockwind Clubhouse

Public play continues at Rockwind with COVID Safe Practices in place. As a result of the “golf operations only” directive, no golf tournaments were scheduled for June 2020. However, staff continues to plan for the Southeast New Mexico Junior Open (July 18 & 19) and the Rockwind Pro-Am (August 2 & 3). Capacity for retail operations at the Rockwind Clubhouse is still set at 50% which equates to 8 customers, maximum. Golfers are being encouraged to maintain social distancing. Additionally, there are no bunker rakes, ball washers, or sand/seed containers on the course at this time due to COVID Safe Practices. Golfers have also been instructed to leave the flagstick in the hole at all times.

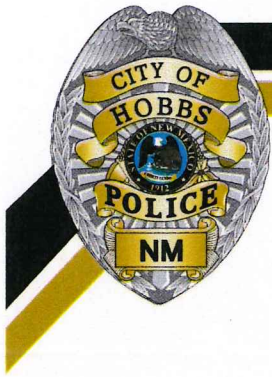
Summary of Rounds Played and Revenue for Rockwind Community Links

	June 2020	June 2019
Rounds Played	2,582	2,373
Revenue	\$100,945.85	\$109,388.83

<u>Description</u>	<u>Revenue</u>
Greens Fees	\$61,455.60
Golf Equipment Rentals	1,190.00
Driving Range	3,136.50
Hard Good Sales	17,152.41
Membership Fees	3,800.00
Soft Good Sales	13,779.84
Food & Beverage (Snacks sold in Clubhouse)	431.50

Teen Center

The Teen Center remains closed for activities and programming as mandated by Public Health Order.



HOBBS POLICE DEPARTMENT

July 1, 2020
HPD June 2020 Stats

	TOTAL	TOTAL	% CHNG	Year to	Year to	% CHNG
June 2019/2020	RPTS	RPTS		Date	Date	
			2019/2020	2019	2020	
	2019	2020				
REPORTED CRIMES	411	413	0%	2586	2,607	1%
CALLS FOR SERVICE	4,186	4,490	7%	24,707	25,263	2%
ARRESTS	298	287	-4%	1712	1,812	6%
MURDER	0	0	0%	1	1	0%
RAPE	3	1	-67%	16	14	-13%
ROBBERY	2	2	0%	5	19	280%
ASSAULTS AND BATTERY	86	77	-10%	515	463	-10%
BURGLARY	37	37	0%	180	317	76%
LARCENY	48	38	-21%	250	288	15%
SHOPLIFTING	41	47	15%	190	214	13%
AUTO THEFT	12	12	0%	86	106	23%
ARSON	1	0	-100%	1	4	300%
FORGERY	0	0	0%	6	1	-83%
FRAUD	8	6	-25%	37	57	54%
EMBEZZLEMENT	0	0	0%	16	10	-38%
REC. STOLEN PROPERTY	2	0	-100%	8	3	-63%
VANDALISM	39	66	69%	236	401	70%
WEAPONS OFFENSES	1	0	-100%	21	20	-5%
DOMESTIC VIOLENCE	40	47	18%	223	224	0%
ASSAULTS/BATTERY ON PO	5	3	-40%	47	34	-28%
SHOOTING AT/FM MV OR DWELLING	3	3	0%	19	14	-26%
CITATIONS ISSUED	905	1,615	78%	5,542	7,716	39%
DWI	10	9	-10%	76	87	14%
TRAFFIC CRASHES	103	74	-28%	643	505	-21%

UTILITIES DEPARTMENT

WATER DEPARTMENT		2019	2020	
<u>CLASS</u>	<u>ACTIVE ACCOUNTS</u>	<u>Billed gallons June 2019</u>	<u>ACTIVE ACCOUNTS</u>	<u>Billed gallons June 2020</u>
Residential	11,335	120,838,583	11,640	146,870,586
Commercial	1,791	54,505,280	1,808	45,501,713
City Accounts	215	21,548,334	215	18,076,543
School Accounts	56	7,709,322	56	7,558,380
Irrigation	253	9,343,842	255	9,685,084
	13,650	213,945,361	13,974	227,692,306

LABORATORY	June 2019	June 2020
Total Drinking Water Tests	52	49
Total Wastewater Tests	754	736
Liquid Waste Received (gallons)	552,569	397,896

WASTEWATER RECLAMATION FACILITY		
Influent (Million Gallons)	104.136	89.317
Effluent (Million Gallons)	98.986	83.899
Solids Removed (Dry Pounds)	*0	**0

*Centrifuge run was ongoing and no numbers were available for June 2019.

**New digesters are allowing two to three months between centrifuge runs.

WATER PRODUCTION REPORT

WATER PRODUCED	
Total monthly water produced, million gallons	397,007,470
Total monthly water distributed, million gallons	339,652,000
CHLORINE	
Monthly chlorine average residual, milligrams/liter	0.57
Monthly chlorine gas dosed to system (lbs)	2,833
MICROBIOLOGY	
Bacteria tests, routine	40
Positive results	0
PUBLIC SERVICE	
Customer complaints, investigated	0
Customer complaints, resolved	0
Low water / pressure issues	0
Emergency call outs (from 5:00 pm to 7:00 am & weekends)	0

Progressing with the installation of the New SCADA System, nearing completion.

Completed the 2019 Consumer Confidence Report. Posted on the "City of Hobbs Web site."

UTILITY MAINTENANCE JUNE 2020

WORK DESCRIPTION	QUANTITY
Meter lid replacement	20
Meter box replacement	20
Meter stop / valve replacement	25
Meter leaks	5
Meter change out 3/4"	375
Meter change out 1"	2
Meter change out 2"	5
Meter change out 3"	1
Meter change out 4"	0
Meter change out 6"	0
Set new 3/4" meter	15
Set new 1" meter	0
Set new 2" meter	8
Set new 3" meter	0
Set new 4" meter	0
Set new 6" meter	0
Service lateral leaks/repair	100
Service lateral replacement	10 qty. - 300 feet
New Service Lateral	12 qty. - 250 feet
Low water pressure investigation	15
Water quality investigations	2
Main line leaks/repair	8
Main line replacement (feet)	0
Valve maintenance	40
Valve new install/replacement	0
Fire hydrant maintenance	150
Fire hydrant repair/replacement	4
Fire hydrant meter maintenance	5
Fire hydrant meter set	4
New fire hydrant installed	3
Vehicle/equipment maintenance hours	20
Unaccounted/unmetered water loss	1,400,000
Miscellaneous afterhour calls	2
Emergency Call Outs (From 5:00pm to 7:00am)	76

WORK DESCRIPTION

QUANTITY

Manhole maintenance	75
Manholes cleaned	72
Sewer main line cleaned	41,360 feet
Sewer stoppages	70
Sewer main line video inspections	2
Odor complaints	5
Sewer pre-treatment additives	45 gallons

Property damage from sewer	0
Sewer main line repair/replacement	5
New sewer main line installation	0
New backflow valve installation	0
Backflow valve maintenance	0
Lift station maintenance	41
Emergency call out (from 5:00 pm to 7:00 am)	6

UTILITIES MONTHLY PLUMBER REPORT JUNE 2020	QUANTITY
Sewer stoppages	10
Odor complaints	2
Water leaks	7
Pool maintenance	22
Gas leaks	1
Emergency call outs (from 5:00 pm to 7:00 am)	1
Core	12