



CITY MANAGER'S MONTHLY REPORT

August 2021

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



Mayor

Sam D. Cobb

City Commission

- R. Finn Smith – 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

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
Building Official

Todd Randall
Kevin Robinson
Scott Shed

COMMUNICATIONS DEPT.

Communications Director

Meghan Mooney

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

Vacant
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
Valerie Chacon
Rocio Ocano

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 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
Code Enforcement
Animal Adoption Center

John Ortolano
August Fons
Art DeLaCruz
Missy Funk

UTILITIES DEPARTMENT

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

Tim Woomer
Bill Griffin
Todd Ray
Kaylyn Lewis

RISK MANAGEMENT/EXECUTIVE ASSISTANT REPORT

August, 2021

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

Participated in 2 conference call w/Travelers assigned adjusters to review on-going claims.

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

Endorsed 3 new vehicles and/or equipment to city's insurance policy.

Met with insurance agents to review renewal applications/process for General Liability and Work Comp coverage.

Reviewed 15 Incident Reports from various city departments, associated police reports and video footage; established claims where required.

Reviewed and established 2 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 31 meetings for the Mayor and City Manager.

Scheduled 16 meetings in staff meeting room.

Review and approve payroll timesheets.

Review, approve and post Planning Board and Library Board agendas.

Notarized multiple documents for the public and city staff.

Processed three applications for notary bond.

Assisted 94 callers to Mayor/City Manager's office requesting assistance, general info

Attended department head staff meetings on August 3, 10, 17, 25 and 31, 2021.

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

Completed required safety training: Safety Data Sheets

Attended Commission meetings on August 2 and 16, 2021.



CITY CLERK'S OFFICE
Monthly Report - August 2021

	Jun-21	Jul-21	Aug-21
Business Registrations -New	26	22	16
Business Registrations - New Owner	2	2	0
Business Registrations- Change of Address	0	4	1
Renewals	66	20	5
Web Payment Renewals	26	5	1
Total Business Registrations Activity	120	49	23
Active Business Registrations for the Month	2040	2062	2073
Fireworks	4	0	0
Junk Yard Licenses	0	0	0
Liquor License	1	0	0
Mobile Business Licenses	4	3	1
Pawn Brokers	1	0	1
Secondhand Dealer's Licenses	3	2	0
Solicitor's Permit	0	1	1
Temporary Vendor's Licenses	0	0	0
Cemetery Deeds Issued/Processed	39	50	29
Public Documents Notarized	120	159	110
Public Records Request	23	29	28
Regular City Commission Meetings <i>8/2/21 and 8/16/21</i>	2	2	2
Special City Commission Meetings	0	0	0
City Commission Work Session/Closed Meetings	1	0	0
Notice of Potential Quorum <i>8/31/21</i>	1	2	1
Resolutions and Ordinances Attested	8	17	11
Consideration of Approval	2	3	6
Total Volume of Transactions on Tyler Cashiering	362	286	273
Total Amount	\$ 1,240,007.96	\$ 483,035.30	\$ 307,914.80
Web Payments Online for All Departments	\$ 1,087.75	\$ 4,075.92	\$ 300.00
Grand Total	\$ 1,241,095.71	\$ 487,111.22	\$ 308,214.80



Hobbs Express

Monthly Report - AUGUST 2021

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

Passenger Activity	Prior Month	Reporting Month
	Jul-21	Aug-21
No. of Elderly Passengers	497	506
No. of Non-Ambulatory Passengers	134	94
No. of Disabled Passengers	125	115
No. of Other Trips	909	1016
Total Passenger Trips	1665	1731

Bus Route Trips	1395	1501
Rapid Line Trips		
Total Bus Route Trips	1395	1501
Total Demand Response/Paratransit Trips	270	230
Total Passenger Trips	1665	1731

Vehicle Statistics	Prior Month	Reporting Month
	Jul-21	Aug-21
Total Vehicle Hours	461.5	364.25
Total Vehicle Miles	6,491	5,385

Revenue Collected	Prior Month	Reporting Month
	Jul-21	Aug-21
Total Fares Collected	\$0.00	\$0.00



**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
August 2021**

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:

	This Month	2020 Total	2021 Total
Permanent / Temporary Addresses: <i>*Includes Master Subdivision Addresses</i>	5	151	41

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 Google or Firefox web browser)

August 2021

ArcGIS Enterprise Server (Update):

2021 Parcel Project (Update): Project put on pause to deal with time critical projects like the Marijuana Map. Completion date has been extended in to late September, excluding major shifts in division priorities.

Portal Outage Map (Update): On Aug 12th, the Utilities dept. shifted over to the Portal Outage Map on ArcGIS Online due to the City of Hobbs shutting down its access to the internet. Map worked as planned and allowed the Utility Dept. to continue to do line spots during the internet outage/security breach.

Marijuana Maps: On Aug 2nd the Engineering dept. and Clerk's Office had the GIS division start work on a set of buffer maps for future Marijuana regulations. The early maps were simple buffers around areas where minors would likely be like: parks, schools, daycares, and churches. On Aug 27th the preliminary rules were made available to the GIS division allowing them to create a Sales and Consumption map for review on Aug 30th.

HFD Hand Map: On Aug 4th the HFD requested an updated Fire Zone Hand Map. The GIS division provided the updated map on Aug 16th along with a set of 30 hardcopy prints.

Hobbsnmgis Outage: On Aug 4th the City Manager discovered that the URL on the Flood Information Brochure was leading to a blank webpage. After a day of trying to figure out the cause of the problem, the GIS division and IT had a meeting to figure out solution on Aug 6th. In the meeting IT said they would accelerate their work on the Hobbsnm.org Flood webpage and set up a redirect from the URL on the brochure to the new webpage. This project is ongoing and should



**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
August 2021**

be completed by end of September, to make sure the City of Hobbs is in full compliance with the FEMA CRS program (external CRS program review occurs in October).

LCCA Data Transfer Troubleshooting: On Aug 9th the LCCA requested an updated copy of the City of Hobbs' Address Points and Centerline data for their quarterly Computer Aided Dispatch update. During the transfer it was discovered that large files were not making through to the LCCA via email. This resulted in the GIS doing testing with the LCCA. Moving forward the City of Hobbs will be providing updates in 2 different emails to get around the problem.

SMA Training: On Aug 19th the GIS division worked with SMA (outside contractor) to get them trained on the new 2021 Master Feature Code Library (FCL). Training lasted about an hour and the new FCL is going to be used as part of the Airport Water and Sewer Extension project.

Groundwater Model: On Aug 26th the Utilities Dept. provided the GIS division the Q3 groundwater model data. The groundwater model maps were provided back on Aug 27th.

Xcel Meeting: On Aug 31st the GIS division had a meeting with Xcel about addressing and the franchise fee collection. During the meeting, the GIS division and Xcel worked together to go over a spreadsheet put together by Xcel to confirm that some address they had were in the city limits. The majority of the conflicts were in apartment complexes and new sub divisions. The franchise fee review is ongoing and is expected to finish in Sept or Oct.

PLANNING DEPARTMENT:

The following is a summary of the historical growth statistics.

City of Hobbs Growth Statistics											
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Land Development											
Annexations (expressed in Acres)		1372.42	3.62	92.89	101.9	1.37	1.31	0	163.23	0	1.3
Subdivisions (51)		1	0	5	3	8	1	3	1	5	4
Lots Gained		11	0	61	92	304	102	13	42	186	197
Summary Subdivisions (55)				42	43	44	33	42	31	47	41

City Commission Planning Summary:

August - The City Commission reviewed and considered the following:

- Approved Resolution No. 7089 – Authorized Prioritization of the Top 10 Projects for the 2023-2027 Infrastructure Capital Improvement Plan (ICIP).
- Approved Resolution No. 7091 – Approving a Fair Share Development Agreement with 7773, LLC, concerning the projection of Ja-Rob Lane, South of Millen Drive.

Planning Board Summary:

August - The Planning Board reviewed and considered action on 8 items in a Special Meetings.

- Review and Consider Dedication Plat dedicating a portion of the projection of Texaco Road north of W. Marland Boulevard as submitted by Occidental Permian Limited Partnership, property owner.
- Review and Consider Front Yard Setback Variance as submitted by developer for property located at 1120 E. Broadway.



**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
August 2021**

- Review and Consider Front Yard Setback Variance as submitted by Property Owner for property located at 1026 E. Bender Boulevard.
- Review and Consider a proposed Fair Share Infrastructure Development Agreement concerning the projection of Ja-Rob, a Major Collector, +/- 418' south of Millen.
- Review and Consider Final Plat Approval for College Subdivision, Unit 3 & 4, as submitted by property owner, Bonafide Ventures, LLC.
- Review and Consider Final Plat Approval for BWR Subdivision, as submitted by property owner, Grimes Land Co. LTD Co.
- Review and Consider Final Plat Approval for T&S Subdivision, as submitted by property owner, Six S Ventures, LLC.
- Review and Consider Top 10 projects for the FY 2022-2026 Infrastructure Capital Improvement Plan (ICIP).

TRAFFIC DIVISION:

The City of Hobbs has 41 traffic signals, 3 HAWK signals, 15 school zone flashers, 8 flashing beacons, 4 radar speed signs, 1830 STOP signs, 354 warning signs, 2491 street name signs, and 1771 other regulatory and informational signs to maintain and repair regularly.

Total 1,327 tracked intersections

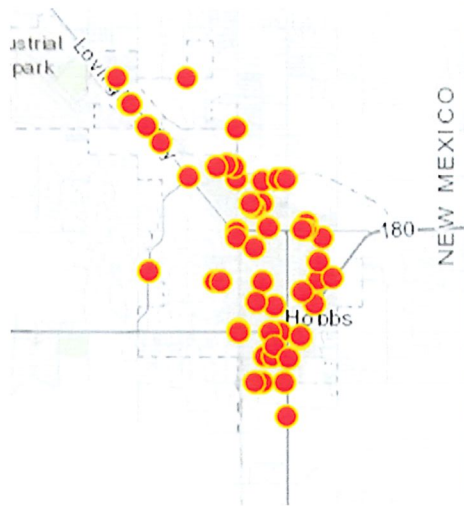
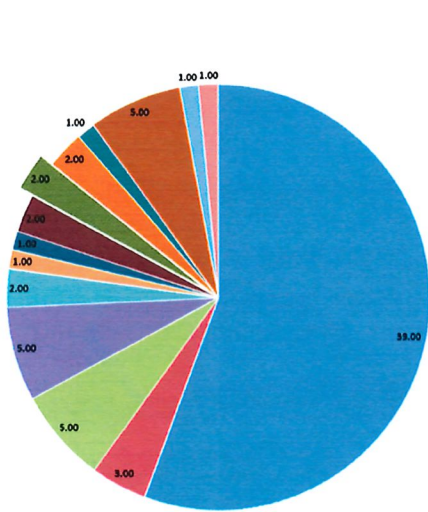


Figure 1 - Location Map of Work Performed

- | | | |
|--------------------------------|--|----------------------------------|
| ■ Sign Install / Replace = 39 | ■ LED Module Replace = 3 | ■ Pole Straighten / Re-boltd = 5 |
| ■ Pole & Anchor Replace = 5 | ■ Call Outs = 2 | ■ Repair Communication = 1 |
| ■ School Zone Repaired = 1 | ■ Int in Flash or Malfunction = 2 | ■ Solar Flasher / Speed Sign = 2 |
| ■ Signal Head Straightened = 2 | ■ Ped Push Button Repair / Replace = 1 | ■ Cabinet Clean / Inspected = 5 |
| ■ Work Order = 1 | ■ Line Spot Hours = 1 | |

Major Damage:

- No major damage to report



COMMUNICATIONS DEPARTMENT
Monthly Report
August 2021
Submitted September 22, 2021

PRESS/MEDIA ACTIONS

The Communications Department distributed the following press releases and PSAs:

- Hobbs Proactive against Network Security Breach 8/17/21
- Temporary Municipal Court Closure 8/20/21
- Hobbs Express Suspension Due to COVID Exposures 8/24/21
- Hobbs Express Suspension Update 8/30/21

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.

- Annual Large Item Pickup advertising for September, October, and November dates
 - Save the date advertised
 - Facebook
 - Instagram
 - Newspaper
 - Weekly newspaper ads created, purchased, and submitted for four months
 - Water bill flyer designed and placed
 - Radio interviews and commercials recorded, purchased, and placed
- Road construction notices
- Director is assisting with marketing duties of the CORE until new Marketing Coordinator position is filled
- RentHelpNM.org promotions
 - Calls with State DFA reps
 - Request for promotional materials (multiple requests)
 - Social media posts and stories
 - Shared with multiple groups
 - Communications with Salvation Army
 - Engaged local utility providers on Bulk Payment Program

2020 CENSUS

- Continued communication with State Complete Count Commission Coordinator and Lea County Complete Count Committee Chair
- Requested trainings for Committee an interested community members



COMMUNICATIONS DEPARTMENT

Monthly Report

August 2021

Submitted September 22, 2021

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. The audio was taken from COVID-19 video(s) off Facebook for new recordings.

CURRENT RADIO ANNOUNCEMENTS

- NMJC Fall 2021
- Convenience Centers Info
- PSA Handwashing Hero
- COVID PSA Eng-Hello
- Hobbs Express
- Legal IF-Meghan 1 Generic
- HPL New Hours
- Municipal Court Hours
- HPD Recruitment ad
- HFD CPR
- COVID PSA Eng-Hello
- Waste Management Free Pickups PSA
- COVID Vaccination Info
- COVID PSA English-Spanish Contact
- Handwashing Hero PSA
- Toss It in the Bin
- Large Item Pickup
- HR Recruitment
- FlyHobbs Daily Flights
- ATK STEM Programs
- HAAC Spray and Neutering
- ATK Try it Til You Find it
- Tree Lighting Vendor & Performer Recruitment

CONVENTION VISITORS BUREAU MAIN FOCUSES

- Hosted Hoteliers' meeting on 8/13
- NMJC bids for NJCAA Track and Field Meets in 2023 and 2025
- NM True CoOp grant
 - Signed and submitted agreement

LISTED EVENTS

- Hobbs Tree Lighting Ceremony – December 4th
- Hobbs Christmas Parade – December 4th
- Hobbs August Nites – October __
- National Junior College Track and Field Meet at NMJC in 2023 and 2025 (bids submitted and hoteliers' commitment letters gathered on behalf of NMJC)



COMMUNICATIONS DEPARTMENT
Monthly Report
August 2021
 Submitted September 22, 2021

SOCIAL MEDIA INSIGHTS



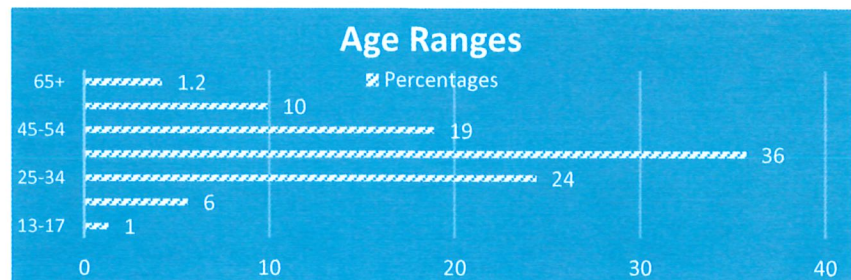
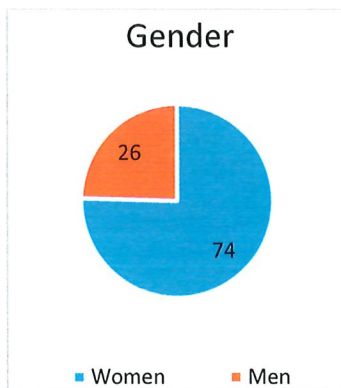
Facebook

Page Views	Post Reach (people reached)	Post Engagement	Page Likes
906 total (decrease)	25.8k total (27% decrease)	4,888 total (36% decrease)	85 new (44% decrease)



Instagram
 July 1 – 31,

Reach	Followers	Profile Visits	Interactions	Impressions
1,260 (12.4% decrease)	1,869	210 (22.3% decrease)	213 (58.9% decrease)	10,374 (3.2% increase)





COMMUNICATIONS DEPARTMENT

Monthly Report

August 2021

Submitted September 22, 2021

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 weekly Rotary meetings to share upcoming City events/activities and network on behalf of the City of Hobbs
 - Director is serving as Board President for the 2021-2022 year
 - Planned and ran Rotary Installation Banquet
- Notices for different departments and locations
- Website monitoring and updates communicated with IT Web Master
- Regular invoicing and budgeting, including gathering quotes, payroll, processing payment, etc.
- Attended Commission Meetings
- Regular cleaning and sanitizing of office areas to comply with CSPs
- Photos and video opportunities
 - Employee milestone photos to social media accounts
- Online municipal employee trainings
- Spanish lessons
- Ongoing studies of Wellbeing in the Workplace book, as assigned by City Manager
- Assembled panel and held interviews for Marketing Coordinator position
- Finalize 64-page Guide magazine and send to printer
- Gus Macker planning meetings
- Director served on 20th Anniversary of 9/11 Committee
- Meeting with new AeroCare regional rep
- Webinars



COMMUNICATIONS DEPARTMENT
Monthly Report
August 2021
Submitted September 22, 2021

Livestreamed City Commission Meetings for August 2021

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

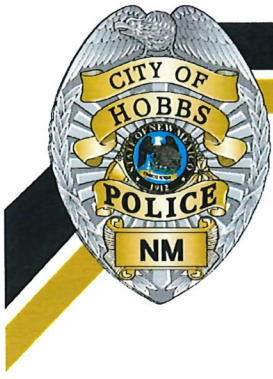
	Viewers	Total Number of Viewers	Total Minutes
Recorded Viewers	95.9%	283	709
Live Viewers	4.1%	12	391
Total	100%	295	1,100

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

Total Type of Construction

for period ending August 01, 2021-August 31, 2021

Commercial		# OF PERMITS	VALUATION	FEES
COMM MECHANICAL	Commercial	3	\$4,500.00	\$193.50
COMM PLUMBING	Commercial	9	\$13,500.00	\$776.00
COMM SEWER TAP & EXCAVATION	Commercial	1	\$1,500.00	\$290.00
COMMERCIAL CANOPY	Commercial	3	\$186,731.00	\$780.00
COMMERCIAL ELECTRICAL	Commercial	10	\$15,000.00	\$840.00
COMMERCIAL REMODEL	Commercial	4	\$835,061.00	\$2,062.00
COMMERCIAL RE-ROOFING	Commercial	2	\$53,800.00	\$320.00
COMMERCIAL SIGN	Commercial	2	\$20,000.00	\$216.00
INDUSTRIAL EXCAVATION	Commercial	2	\$3,000.00	\$50.00
		36	\$1,133,092.00	\$5,527.50
Residential		# OF PERMITS	VALUATION	FEES
RES MECHANICAL	Residential	37	\$54,000.00	\$2,405.00
RES PLUMBING	Residential	33	\$49,500.00	\$1,568.00
RES SEWER TAP & EXCAVATION	Residential	5	\$7,500.00	\$1,450.00
RESIDENTIAL ADDITION	Residential	3	\$99,600.00	\$660.00
RESIDENTIAL CARPORT	Residential	1	\$2,005.00	\$48.00
RESIDENTIAL CURB CUTS	Residential	1	\$4,320.00	\$20.00
RESIDENTIAL DRIVEWAY	Residential	3	\$28,100.00	\$60.00
RESIDENTIAL ELECTRICAL	Residential	53	\$79,500.00	\$3,725.00
RESIDENTIAL FENCE	Residential	2	\$4,180.00	\$20.00
RESIDENTIAL MANUFACTURED HOME	Residential	4	\$296,293.00	\$240.00
RESIDENTIAL REMODEL	Residential	17	\$178,427.00	\$1,570.00
RESIDENTIAL RE-ROOF	Residential	15	\$157,454.00	\$1,290.00
RESIDENTIAL SINGLE FAMILY	Residential	9	\$2,490,750.00	\$5,300.00
		183	\$3,451,629.00	\$18,356.00
	COMMERCIAL	36	\$1,133,092.00	\$5,527.50
	RESIDENTIAL	183	\$3,451,629.00	\$18,356.00
TOTAL COMBINED		219	\$4,584,721.00	\$23,883.50



HOBBS POLICE DEPARTMENT

9/3/2021

To: Chief John Ortolano
Deputy Chief August Fons
Captain Shane Blevins

From: Code Enforcement Superintendent Arthur De La Cruz

Subject: Code Enforcement End of Month Report (August 2021)

CODE ENFORCEMENT NUMBERS FOR AUGUST 2021

Code warnings	250
Code citations	36
Code complaints	365
Animal warnings	10
Animal complaints	195
Animal citations	6

John Ortolano, Chief of Police
300 N. Turner • Hobbs, New Mexico 88240
Dispatch (575) 397-9265 • Fax (575) 397-3867
www.hobbspd.com

Accredited By The
New Mexico Law Enforcement Professional Standards Council





Hobbs Animal Adoption Center

Mailing Address:
 700 N. Grimes
 Hobbs, New Mexico
 575-397-9323

Adoption Center Location:
 700 N. Grimes
 Hobbs, New Mexico

September 6, 2021

To: Chief Ortolano
 DC Fons
 Captain Blevins
 Lt. Barrientes

From: HAAC Manager Missy Funk

Subject: Monthly Statistics HAAC

August 2021

Intake:	Cats	Dogs
Dead On Arrival	19	19
Sterilization Only	52	41
Stray	140	171
Transfers In	0	0
Unwanted	32	36
Quarantine	1	23
Totals:	244	290
Dispositions:		
Adopted	36	36
Died at Facility	17	13
Dead on Arrival	11	12
Euthanized	73	61
Rescued	30	84
Return to Owner	1	39
Sterilization Only	58	43
Totals:	226	288

Total Revenue Collected:	Animal Pick Ups:	\$ 425
	Permits/Tags:	\$1480
	Reclaims:	\$ 900
	Adoptions	\$2875
	<u>Sterilizations:</u>	<u>\$2080</u>
		\$7655

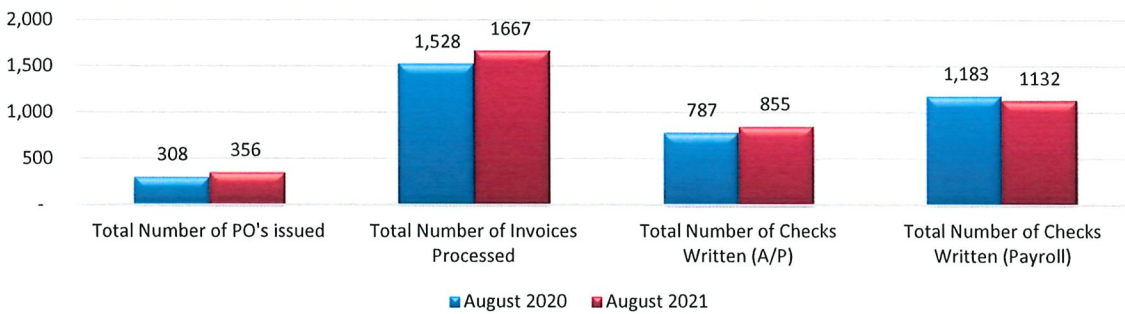
Monthly Measurement
Finance Department
Fiscal Year 2022

Cash Statistics	August 2020	August 2021
Beginning Cash Balance	\$ 146,276,506	144,154,814
Monthly Cash In (Revenue - all funds)	\$ 7,949,357	9,657,544
Monthly Cash Out (Expenditures - all funds)	\$ 8,698,391	7,955,941
Ending Cash Balance	\$ 145,527,472	145,856,417

Finance Transaction Statistics

	August 2020	August 2021		
Total Number of PO's issued	308	356	daily average	16
Total Number of Invoices Processed	1,528	1667	daily average	76
Total Number of Checks Written (A/P)	787	855	weekly average	214
Total Number of Checks Written (Payroll)	1,183	1132	bi-weekly average	566

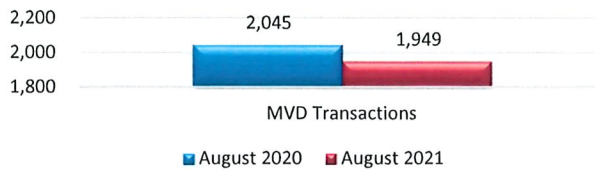
Financial Transaction Averages



MVD Statistics

	August 2020	August 2021		
MVD Transactions	2,045	1,949	daily average	89
MVD Fees Received	\$ 394,755	\$ 366,519	daily average	\$ 16,660

MVD Transaction Averages



MVD Fees Received



FIRE SUPPRESSION/PREVENTION

August 2021

ALARMS

Alarms (City)	65
Alarms (County)	23
Total Alarms	88

ZONES

Zone 1 (NW City) 19	Zone 5 (NW County) 3
Zone 2 (NE City) 14	Zone 6 (NE County) 10
Zone 3 (SE City) 21	Zone 7 (SE County) 1
Zone 4 (SW City) 11	Zone 8 (SW County) 6
Out of District 3	

TURNOUT TIMES (Dispatch to Enroute)

Station 1	1:45
Station 2	0:38
Station 3	1:22
Station 4	2:24
Average	1:32

AVERAGE RESPONSE TIME (Dispatch to Arrival)

Station 1	7:08
Station 2	5:54
Station 3	7:43
Station 4	10:51
Average	7:54

PREVENTION PROGRAMS

Fire Investigations	5
Fire/Safety Inspections	40
Smoke Detectors Installed	0
Public Education Activities	3
Plan Reviews	4
Burn Permits Issued	1

FIRE RESPONSE BY STATION

Station 1	33
Station 2	23
Station 3	23
Station 4	9

MOST COMMON DAY/TIME

Monday (1700 -1759 hours)

FIRE DEATHS/INJURIES

Fire Deaths - 0
Fire Injuries - 0

STRUCTURE FIRES

Structure Fires - 1

FALSE ALARM RESPONSE

False Alarms - 21

TRAINING HOURS

Fire Training	1016
EMS Training	18

EMERGENCY MEDICAL SERVICES

August 2021

EMS RUN BREAKDOWN

City Response	861
County Response	67
Total Responses	928

ZONES

Zone 1 (NW City)	343	Zone 5 (NW County)	23
Zone 2 (NE City)	173	Zone 6 (NE County)	41
Zone 3 (SE City)	183	Zone 7 (SE County)	0
Zone 4 (SW City)	162	Zone 8 (SW County)	3

AVERAGE RUN TIMES

Enroute:	3:28
At Scene:	5:57
To Destination:	21:36
Back in Service:	27:27

MOST COMMON DAY/TIME

Tuesday – 149 calls for service
Monday – 28 calls from 15:00 – 17:59 hours

MOST COMMON COMPLAINT

Breathing/Respiratory Problem - 119

OUT OF TOWN TRANSFERS

Lubbock	16
Midland	1
Odessa	1
Roswell	3
Carlsbad	2
Airport	24

CARDIAC ARREST RESPONSES

Cardiac Arrest	19
ROSC	1
ROSC = Return of Spontaneous Circulation	

EMS BILLING

Collected	\$71,789.16
-----------	-------------

Highlights for the month of August

- 7 personnel completed and passed IFSAC Pump Operations Pumper
- 9 personnel completed and passed IFSAC Fire Officer I
- 11 personnel completed National Fire Academy Incident Safety Officer class
- Hiring test with 2 applicants recommended
- Fire Captain (Shift) process completed; one recommendation made for promotion
- James Rowan (Leadership Coach) visit to HFD

August 2021 General Services – Building Maintenance

Work performed by City Carpenters

5	Door closer replaced
5	Ceiling tile replaced
2	Door lock repaired
52	Roof inspections
3	Walls repaired
3	Roof repaired
3	Moved furniture
3	Building repairs
54	Work orders

Location of work performed

10	City Hall
7	Police Department
6	Senior Center
1	State Police
16	Library
4	Municipal Court
4	MVD
2	Annex
4	Animal Adoption
9	CORE
13	Crime Lab
4	F.S. 1
4	F.S. 2
4	F.S. 3
7	DA Building
3	McAdams

Break down of work performed by the Electricians

10	Light repairs
19	AC repairs
23	General electrical work
16	CORE work
2	Nonelectrical work

Location of work performed

16	CORE
1	Library
1	City hall
4	Fire stations
5	DA building
8	Rockwind
16	Parks
1	Senior Center
3	Garage

Street Department Monthly Report August

Break down of work performed by the Street Department Crew:

Man Hours	Activity
393 HRS.	Street Sweeping
24 HRS.	Building Brooms
116 HRS.	Cold Mix Patching
24 EA.	Street Complaints
64 HRS.	Alley Complaints
276 HRS.	Storm Sewers & Inlets
18 HRS.	Equipment Maintenance
6 HRS.	Yard Maintenance
16 HRS.	Stocking Material
7 HRS.	Meetings
40 HRS.	Large Item Pick Up
62 HRS.	Haul Trash

The total amounts of material hauled or used:

Quantity	Material
346 YDS.	Sweepings
120 YDS.	Alley Material
10 YDS	Cold Mix Used
243 YDS.	Trash Hauled
3 YDS.	Hot Mix

Calls responded to:

Number	Type
12	Dispatched – accidents, spills, debris

August - 2021

General Services - Garage

In August - 2021 The City Garage had a total of 189 Repair Orders/Invoices. Of the 189 R.O./Invoices, 106 were repaired in house and 83 were out sourced. The monthly total outlay for the garage as well as subcontracted parts and labor totaled \$ 41,075.88 Below is a break-down by categories. The break-down includes all parts and labor.

Work Performed	# of City R.O./Inv	# of Vendor R.O./Inv	Garage Parts \$	Garage Labor \$	Vendor Parts \$	Vndor Labor \$	Total \$
AC/Heater/Vent	6	3	149.85	340.00	1,620.57	2,943.00	5,053.42
Complete Wash	0	1	0.00	0.00	23.84	350.00	373.84
Filters	3	8	48.62	85.00	934.41	0.00	1,068.03
Service Calls	13	0	0.00	1,292.00	0.00	0.00	1,292.00
Miscellaneous Maintenance	20	19	185.84	969.00	5,599.40	4,116.16	10,870.40
Brakes	5	10	0.00	306.00	2,261.35	2,091.50	4,658.85
Tires	27	19	3,409.49	1,445.00	4,026.86	1,034.50	9,915.85
Wheels/Hub	3	1	591.89	306.00	7.49	110.00	1,015.38
Transmission	1	0	0.00	102.00	0.00	0.00	102.00
Charging System	9	3	519.97	459.00	909.49	10.00	1,898.46
Lighting	1	2	0.00	68.00	297.97	57.50	423.47
Preventive Maintenance	12	9	1,301.32	816.00	915.55	0.00	3,032.87
Exhaust	0	0	0.00	0.00	0.00	0.00	0.00
Fuel System	2	1	54.00	34.00	78.18	465.00	631.18
Dignostics	0	0	0.00	0.00	0.00	0.00	0.00
Hydraulics	2	1	59.95	136.00	42.18	0.00	238.13
Lift Mechanism	0	0	0.00	0.00	0.00	0.00	0.00
Sweeper Brooms	2	0	400.00	102.00	0.00	0.00	502.00
Accident Repair	0	2	0.00	0.00	0.00	0.00	0.00
Safety Recall	0	4	0.00	0.00	0.00	0.00	0.00
Monthly Total	106	83	6,720.93	6,460.00	16,717.29	11,177.66	41,075.88

	# of R.O./Inv	Parts	Labor	Total
City Garage	106	6,720.93	6,460.00	13,180.93
Vendor	83	16,717.29	11,177.66	27,894.95
	189	23,438.22	17,637.66	41,075.88



City of Hobbs
Human Resources Department
August 2021 Departmental Re-cap
City Managers Report

Recruitment:

	August 2020	August 2021
• Applications Received/Reviewed	394	296
• New Hires	6	9
• Re-Hires	2	3
• Transfers/Promotions/Demotions	4	9

Personnel Actions:

	August 2020	August 2021
• Performance Reviews	32	12
• Retirements	0	2
• Terminations	60(seasonal)	12
• Other(certs, shift moves)	8	6
• Educational Incentives	4	2
• COLA/CBA adjustments	59(CBA Only)	1

New Position Postings in July:

Executive Assistant	Golf Course Maintenance Worker
Risk Manager	Laboratory Technician
Core Fitness Specialist	Judicial Assistant
Core Guest Services Specialist	Library Page (Part Time)
Core Sports Specialists	Parks Maintenance Worker
Fitness Lead Specialist	Police Sergeant
Certified Firefighter	Detention Officer
Non-Certified Firefighter-Emt	Heavy Equipment Specialist
Seasonal Player's Service Attendant	

Safety Skills Training:

- Safety Data Sheets

Team Involvement:

- Recruiters participated in several department's interviews.
- HR Team continued to process COVID related testing and surveillance

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 (62) (31 physical / 31 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*)
- Cyber 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/Virtual conferencing
- KHBX LP radio station and remotes

Accomplishments for August 2021

- 79 Request for service
- 78 Completed
- 1 Bulletin Board related
- 0 Camera related
- 9 Email related
- 10 hardware related
- 1 internet related
- 1 network related
- 5 password resets
- 8 phone related
- 5 radio related
- 0 projects related
- 14 software related
- 8 User Setup
- 16 webpage related
- 1 other

Special accomplishments:

- After detecting a network breach an investigation was conducted and remediation was performed.
- Updated password policy.
- Transferred data to new utility server.



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

August 2021

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 August. 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 August 2021, the public meetings attended by the City Attorney's Office were:

- ❖ Hobbs City Commission – Efren Cortez (8/2 and 8/16)
- ❖ Cemetery Board – Efren Cortez (N/A)
- ❖ Community Affairs Board – Rocio Ocano (N/A)
- ❖ Library Board – Rocio Ocano (8/3)
- ❖ Lodger's Tax Board – Rocio Ocano (N/A)
- ❖ Planning Board – Valerie Chacon (N/A)
- ❖ Utilities Board – Valerie Chacon (N/A)
- ❖ Labor Relations Board – Efren Cortez and Valerie Chacon (N/A)

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

- ❖ Public Hearings/Presentations 0
- ❖ Agenda Items drafted 3
- ❖ Resolutions Drafted 2

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 9
- ❖ Contract Review 19
- ❖ IPRA Review 4

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 Assistants, Courtney Packer and Heather Bara, are 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 Attorneys, Rocio A. Ocano and Mahir F. Haque, are primarily tasked with prosecuting all criminal matters filed in the Hobbs Municipal Court. Deputy City Attorney, Valerie S. Chacon, is primarily tasked with representing the City of Hobbs in property disputes, employment matters, and other civil issues as well as supervising staff. City Attorney, Efren A. Cortez, is primarily tasked with advising management and elected officials on legal issues and also oversees operations of the City Attorney's Office.

For the month of August 2021, the litigation activity of the City Attorney's Office is as follows:

- ❖ Pretrial Release Hearings: 1
- ❖ Probation Violations: 4
- ❖ Pretrials (Pro Se): 213
- ❖ Pretrials (Attorney): 19
- ❖ Trials: 75
- ❖ Dangerous Dogs/Petitions: 0
- ❖ DWI Cases: 10
- ❖ Appeals in District Court: 0
- ❖ Pleadings: 234
- ❖ Condemnation Reviews 5
- ❖ Property Acquisition Reviews 0
- ❖ Property Document Reviews 3

❖ Property Correspondence	0
❖ Foreclosures Filed	0
❖ Property Liens Filed	0
❖ Civil ADR:	2
❖ Demand Letters:	5
❖ Misc. Hearings (Mun./Dist./Fed.):	0
❖ Trainings:	0
❖ Witness Interviews:	3
❖ In-office consultations:	23
❖ Discovery Submissions:	46
❖ Letters/Correspondence:	1,061

Areas of Notoriety:

- ❖ Assistant City Attorney Mahir F. Haque began work with the City Attorney’s Office on August 16, 2021, and will be in serve in the role of municipal prosecutor. Welcome to the team!
- ❖ Legal Assistant I Heather Bara began work with the City Attorney’s Office on August 30, 2021, and will be the primary point of contact for citizens and staff upon entry to the City Attorney’s Office. Welcome to the team!

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

August, 2021

Hobbs Public Library

CIRCULATION: 5,289

CIRCULATION BY MATERIAL TYPE:

Books and Periodicals	3,124
Audio Books & Music	225
DVDs	1,372
E-Books/E-Audio (OverDrive & Gale)	568

CIRCULATION BY PATRON TYPE:

Adult	3,249
Juvenile	521
Senior Citizen	837
Used in Library	682

Total Children's Items Circulated 1,902

Total Adult Items Circulated 3,387

CIRCULATION WITH OTHER LIBRARIES:

	Borrowed	Loaned
Interlibrary Loans	10	13
ELIN Loans	10	11

Patron Visits 2839

Overdue Notices Sent 241

PROGRAMS & PUBLIC SERVICES:

Programs Provided	6
Attendance	110
Passive Programs Provided	1
Passive Programming Participation	71
Meeting Room Use	11

Facebook Page Reach 5868

Web Site Usage 3402

HPL Database Usage 635

Reference Questions 123

Public Computer Use 413

Board Games 4

PATRON PROFILES:

Adult	16,748
Juvenile (Under 18 Years)	3,679
Senior Citizens (62+ Years)	2,592
Temp ELIN	2,106
Total Active Borrowers	25,125

RECEIPTS:

Materials Paid For \$152.19

Fines & Fees \$433.28

Copy Machine & Public Printouts \$505.91

Total **\$1,091.38**

Library Patrons Added This Month 54

ITEMS ADDED:

Total Items Added	573
Items Weeded	85

HOLDINGS:

Total Library Holdings 154,467

City Manager's Report
Municipal Court - August 2021

Monthly Cases:

Traffic Citations	545
Misdemeanor Citations	35
Environmental Citations	25
Fire Code Violations	3
AGG. DWI	4
DWI – 1 ST	<u>2</u>
Total	585

Courtroom Activity:

Video Arraignments (Jail)	70
Court Appearances – A.M.	24
Court Appearances- P.M.	52
Virtual Court	2
Pretrial Court Appearances – A.M.	18
Pretrial Court Appearances – P.M.	18
Attorney Pretrial	1
Trial/Change of Plea Cases	<u>8</u>
Total	193

Other Activity:

Summons issued	499
Warrants issued	<u>99</u>
Total	598

Fines/Fees Assessed:

Fines	\$88,280
Penalty Assessment Fee	4,620
Automation Fee	3,228
Judicial Education Fee	1,614
Correction Fee	10,780
DWI Prevention Fee	300
DWI Lab Fee	340
Copies/Misc. Fee	<u>0</u>
Total	\$109,162

Fines/Fees Collected:

Fines	\$29,603.50
Penalty Assessment Fee	3,880
Automation Fee	2,583
Judicial Education Fee	1,302
Correction Fee	8,724.61
DWI Prevention Fee	494.50
DWI Lab Fee	258.50
Copies/Misc. Fee	.00
Restitution	<u>3.89</u>
Total	\$46,850

City Manager – August Report

2021

-
1. 28 trees lost due to Microburst Storm this month at Harry McAdams Park/Rockwind
 2. POSD had 17 employees assist with Large Item Pickup
 3. Mosquito Fogging is continuous weekly on Tuesday, Wednesday and/or Thursday nights
 4. Hosted 2 tournaments at Veterans Memorial Sports Complex
 5. Rockwind hosted multiple tournaments
 6. Large disc golf tournament took place at Harry McAdams Park
 7. Cemeteries had 11 interments; poured 54 foundations
 8. Removed graffiti at 8 locations
 9. POSd assisted with setup for MUTS
 10. Pictured – Farmers Market at Green Meadow Park
 11. POSD employees designed a new logo for our department in the lower right corner
-

Parks & Open Spaces Department

Authored by: Bryan Wagner





THE CITY OF
HOBBS, NEW MEXICO

4827 NORTH LOVINGTON HIGHWAY • HOBBS, NEW MEXICO 88240
RECREATION DEPARTMENT • (575) 397-9291

**Recreation Department
Monthly Report - August 2021**

Divisions

CORE
Senior Center Recreation
Rockwind Clubhouse
Teen Center

CORE

With school in full swing, overall participation has dropped causing a small decrease in revenue. Memberships have increased to 1620 from 1433 and increasing the total number of members by 529. The Competition Pool was closed in early August for maintenance. A CORE Patron Survey was sent out via social media and was also emailed to participants and members. A total of 92 responses were received. The survey will continue until the end of October and adjustments are already being made based on suggestions and feedback. In September, the Homeschool PE and Turf Titans programs will be returning.

Participation and Revenue

Fitness Unlimited (incl. Fit. Unlim. Passes)	37
Day Passes Sold	3,264
Week Passes Sold	13
Month Passes Sold	108
Annual Membership Attendance	895
Monthly Membership Attendance	16,800
Month-to-Month Pass Attendance	706
Swim Lessons - Sessions	-
Swim Team Members	53
Wellness Pool	
kidWATCH	619
kidFIT	426
Group Classes (ie: Yoga Fit, UrbanKick, Senior Fit, Power Ride, Power Cuts, Masters Swimming etc.)	96
Special Events (ie: Easter Egg Dive, Spooktacular, etc.)	
Total Participants & Visits	23,017
Total Revenue August 2021	\$121,714.29

For Comparison July 2021:

Participation 28,529
Revenue \$131,304.58

Membership Recap

Member Visits	18,401	This is the total number of participants of have an Annual, Monthly, or Month-to-Month Pass.
Guest Visits	3,477	This is the number of Day Passes, Week Passes, and Month-to-Month Passes sold this month
Classes	133 Participants	Fitness Unlimited and Group Classes
Programming	-	
Tour Participants	92	There were 38 facility tours during the month.
Private Rentals	21 Facility Rentals from August 1 to August 31, 2021 with \$ 3,991 in revenue including deposits for future events through August 2022	

Membership Counts

Memberships Sold in Month	283
Family Memberships	1080
Individual Memberships	540
Total Memberships	1620
Members	4906
Total Individual Members	5,446

Senior Center

The Senior Center continues the very important mission of providing meals to the senior citizens in the community. Below is some information for August 2021:

	Meals	Donations Received:
August 2021 Congregate Meals Served	1,333	\$1,629.32
August 2021 Grab N Go Meals	598	\$ 181.00
August 2021 Home Delivered Meals Served	2,312	\$1,444.77
August 2021 Frozen Meals Delivered	<u>169</u>	<u>\$ ---</u>
Totals	4,412	\$3,255.09
Previous Month's Totals	4,117	\$3,397.83

Any meals leftover from the Home Delivered or Grab N Go meals are frozen. On Fridays, these frozen meals are distributed to the most vulnerable Home Bound Clients for weekend meals. During August, a total of 169 frozen meals were distributed. The Hobbs Senior Center served a total of 386 individual Senior Citizens a total of 4,412 meals for the month of August. There were a total of 22 serving days in August resulting in an average total of 201 meals served per day.

Duplicate Recreation Activities:	536	Exercise:	370
Transportation:	259	Assessment/Reassessment:	99

Recreation

- A Movies Under the Stars event was held on August 28, showing the movie, Raya and the Last Dragon.
- Recreation Department staff assisted with the large item pick up event and arranged curbside assistance for those citizens needing help.
- Plans continue for the Hobbs Downtown Slam & Jam.

Aquatics

- Lifeguard hiring continues.
- Ceiling repairs in the CORE Therapy Pool will begin once all parts are received.
- Repairs were completed to the CORE Therapy Pool's filters which can now be properly backwashed.
- During August, Del Norte Pool will continue to operate on weekends. Splash Pads will continue operations on weekends through the end of September.

Rockwind Community Links Clubhouse

Rockwind hosted three events in August to include the First Tee Pro-Am, the ENMSGGA senior event, and the Play The Rock Tournament. A total of 27 Golf Professionals with their teams of three amateur golfers competed in the Pro-Am. The event was a big success and the Golf Professionals raved about the course and playing conditions. The senior event brought in 50+ senior golfers. A total of 55 teams participated in the Play The Rock Tournament which raised more than \$4,000 for the Ronald McDonald House. The course was closed for 3.5 days during the month for aerification. A total of 7" of rain was received during the month which resulted in two mornings of "walking only".

Department	Qty	Retail Value	Discount	Pre-Tax Value	Cost Of Goods	Tax TTL	Extension
Golf Equipment Rentals	60	\$466.50	\$0.00	\$466.50	\$0.00	\$23.50	\$490.00
Driving Range	565	\$2,395.04	(\$23.42)	\$2,371.62	\$0.00	\$119.78	\$2,491.40
Golf Cart Rental Fees	1242	\$17,235.84	\$0.00	\$17,235.84	\$0.00	\$870.00	\$18,105.84
Green Fees	1793	\$19,385.31	\$0.00	\$19,385.31	\$0.00	\$1,001.14	\$20,386.45
Hard Goods Sales	794	\$21,850.42	(\$832.64)	\$21,017.78	\$15,531.53	\$1,015.55	\$22,033.33
Membership Fees	4	\$2,666.64	\$0.00	\$2,666.64	\$0.00	\$133.36	\$2,800.00
Soft Goods Sales	600	\$17,212.12	(\$696.41)	\$16,515.71	\$10,278.98	\$596.85	\$17,112.56
Food & Beverage	134	\$256.52	(\$10.21)	\$246.31	\$92.17	\$12.94	\$259.25
Totals for Revenue	5192	\$81,468.39	(\$1,562.68)	\$79,905.71	\$25,902.68	\$3,773.12	\$83,678.83
Grand Total:	5192	\$ 81,468.39	\$ (1,562.68)	\$ 79,905.71	\$ 25,902.68	\$ 3,773.12	\$ 83,678.83

KEY PERFORMANCE INDICATORS

AUG

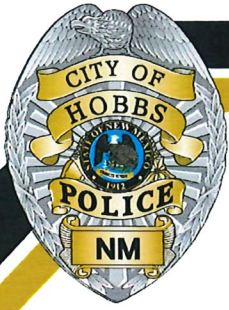
Total Pre-Tax Revenue	\$79,905.71
Total Rounds	1793
Avg Green Fee plus Cart Fee per Round	\$21.91
Total Merchandise Sales	\$37,533.49
Merchandise Sales Per Round	\$20.93
F&B Sales Per Round	\$ 0.14
COGS Hard Goods	74%
COGS Soft Goods	62%
COGS F&B	37%
Rounds w/Carts	69%
Total Revenue per Round	\$ 44.57

GREEN FEE BREAKDOWN

EZLinks Prepaid	0
GolfNow	0
Summary for EZLinks	<u>0</u>
Player's Pass 18 Walk	159
Summary for Player's Pass	<u>159</u>
Li'l Rock Adult Resident	195
Li'l Rock Adult Non-	0
Li'l Rock Jr. Comp w/Adult	10
Li'l Rock Junior Resident	1
Li'l Rock Junior Non Resider	0
Li'l Rock Replay	0
Li'l Rock Player's Pass	0
Li'l Rock Team Comp	3
FootGolf Adult	16
FootGolf Junior Comp	16
Summary for Par 3	<u>241</u>
Public 18	184
Public 9	5
Public Junior	2
Public Senior	42
Public Twilight	27
Public Replay	4
Specials	0
Youth on	0
PGA/GCSAA COMP	0
Summary for Public	<u>264</u>
Punch Pass	1
Summary for Punch Pass	<u>1</u>
Rain Check	20
Summary for Rain Check	<u>20</u>
Resident 18	500
Resident Junior	3
Resident Senior 18	197
League Fee	77
Complimentary Round	15
Resident Twilight	145
Team Practice Round	84
Resident 9	67
Marshal/Team Green Fee	10
Resident Replay	5
Summary for Resident	<u>1103</u>
Tournament Fees	0
Summary for Tournament -	<u>0</u>
Grand Total:	1793

Teen Center

- The Teen Center continues to replace aging arcade games in the Game Room.
- The Teen Center continues to offer rides home from the Teen Center for participants.
- General Services staff checked all HVAC systems and adjusted to correct temperature issues that were occurring throughout the facility.
- Both adult and youth art classes continue to be held at the Teen Center. A total of 8 students entered their art into various categories at the Lea County Fair and won a total of 12 awards to include a Best in Show award.
- Repairs were made to the Teen



HOBBS POLICE DEPARTMENT

September 1, 2021

To: Jeff Moyers, Captain of Agency Support

From: Lorena Brito, Records Administrator

Re: HPD August 2021 Stats **Error! Not a valid link.**

	TOTAL RPTS	TOTAL RPTS	%CHNG	Year to Date 2020	Year to Date 2021	%CHNG
Aug 2020/2021	2020	2021	2020/2021			
REPORTED CRIMES	450	354	-21%	3,457	2,954	-15%
CALLS FOR SERVICE	4,245	4,084	-4%	34,050	30,924	-9%
ARRESTS	309	200	-35%	2,467	1,818	-26%
MURDER	0	0	0%	1	1	0%
RAPE	4	4	0%	21	24	14%
ROBBERY	1	5	400%	26	29	12%
ASSAULTS AND BATTERY	81	67	-17%	615	606	-1%
BURGLARY	51	38	-25%	412	305	-26%
LARCENY	38	57	50%	371	308	-17%
SHOPLIFTING	50	22	-56%	299	256	-14%
AUTO THEFT	18	25	39%	131	207	58%
ARSON	1	2	100%	5	8	60%
FORGERY	2	0	-100%	3	1	-67%
FRAUD	6	6	0%	76	47	-38%
EMBEZZLEMENT	4	2	-50%	7	14	100%
REC. STOLEN PROPERTY	0	0	0%	3	6	100%
VANDALISM	61	77	26%	532	549	3%
WEAPONS OFFENSES	1	1	0%	23	17	-26%
DOMESTIC VIOLENCE	18	25	39%	271	280	3%
ASSAULTS/BATTERY ON PO	8	2	-75%	50	44	-12%
SHOOTING AT/FM MV OR DWELLING	4	1	-75%	23	18	-22%
CITATIONS ISSUED	1,528	803	-47%	10,450	6,413	-39%
DWI	7	12	71%	99	104	5%
TRAFFIC CRASHES	97	98	1%	669	631	-6%

UTILITIES DEPARTMENT

WATER DEPARTMENT		2020	2021	
<u>CLASS</u>	<u>ACTIVE ACCOUNTS</u>	<u>Billed gallons July 2020</u>	<u>ACTIVE ACCOUNTS</u>	<u>Billed gallons July 2021</u>
Residential	11,611	168,252,426	11,620	113,252,398
Commercial	1,819	56,672,248	1,807	48,419,845
City Accounts	215	28,607,141	211	25,320,212
School Accounts	56	15,005,308	58	10,282,378
Irrigation	253	13,469,077	264	9,461,229
Unbilled Maintenance				3,500,000
	13,954	282,006,200	13,960	210,236,062

LABORATORY	August 2020	August 2021
Total Drinking Water Tests	47	45
Total Wastewater Tests	761	781
Liquid Waste Received (gallons)	268,393	301,778

WASTEWATER RECLAMATION FACILITY		
Influent (Million Gallons)	94.675	104.717
Effluent (Million Gallons)	87.835	97.086
Solids Removed (Dry Pounds)	0	99,235

*No solids removed during 06/2020 due to no centrifuge run.

WATER PRODUCTION REPORT - AUGUST 2021

WATER PRODUCED	
Total monthly water produced, million gallons	231,629,000
Total monthly water distributed, million gallons	241,510,000
CHLORINE	
Monthly chlorine average residual, milligrams/liter	0.56
Monthly chlorine gas dosed to system (lbs)	1,842
MICROBIOLOGY	
Bacteria tests, routine	40
Positive results	0
PUBLIC SERVICE	
Customer complaints, investigated	1
Customer complaints, resolved	1
Low water / pressure issues	0
Emergency call outs (from 5:00 pm to 7:00 am & weekends)	10

Comments: Construction on Rockwind Well #1 is in progress.

Due to the travel restrictions, we have completed 1/2 of the NMED Sanitary Survey Inspections, part 2 pending. Drained, cleaned and inspected (3) elevated Water Towers. Arriba, HIAP and Harden January 2021. Drained and cleaned Hydro Reservoir April 2021. Snyder San Vaults drained and inspected May 2021.

UTILITY MAINTENANCE AUGUST 2021

WORK DESCRIPTION

Meter lid replacement	30
Meter box replacement	65
Meter stop / valve replacement	25
Meter change out 3/4"	80
Meter change out 1"	0
Meter change out 2"	0
Meter change out 3"	0
Meter change out 4"	0
Meter change out 6"	0
Set new 3/4" meter	30
Set new 1" meter	0
Set new 2" meter	0
Set new 3" meter	0
Set new 4" meter	0
Set new 6" meter	0
Service lateral leaks/repair	60
Service lateral replacement	6 qty. - 150 feet
New Service Lateral	10 qty. - 110 feet
Low water pressure investigation	2
Water quality investigations	0
Main line leaks/repair	15
Main line replacement (feet)	1700
Valve maintenance	75
Valve new install/replacement	22
Fire hydrant maintenance	500
Fire hydrant repair/replacement	12
Fire hydrant meter maintenance	5
Fire hydrant meter set	3
New fire hydrant installed	5
Vehicle/equipment maintenance hours	20
Unaccounted/unmetered water loss	3,000,000
Miscellaneous afterhour calls	8
Emergency Call Outs (From 5:00pm to 7:00am)	74

WORK DESCRIPTION

QUANTITY

Manhole maintenance	81
Manholes cleaned	79
Sewer main line cleaned (feet)	50,594
Sewer stoppages	21
Sewer main line video inspections	15
Odor complaints	3
Sewer pre-treatment additives	40 gallons
Property damage from sewer	0
Sewer main line repair/replacement	8

New sewer main line installation	96 feet
New backflow valve installation	0
Backflow valve maintenance	0
Lift station maintenance	19
Emergency call out (from 5:00 pm to 7:00 am)	91

UTILITIES MONTHLY PLUMBER REPORT AUGUST 2021	QUANTITY
Sewer stoppages	9
Odor complaints	5
Water leaks	4
Pool maintenance	22
Gas leaks	7
Emergency call outs (from 5:00 pm to 7:00 am)	0
Core	23