



CITY MANAGER'S MONTHLY REPORT

June 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

LEGAL DEPARTMENT

City Attorney
Deputy City Attorney
Assistant City Attorney

Efren Cortez
Valerie Chacon
Rocio Ocano

CITY CLERK'S OFFICE

City Clerk
Deputy City Clerk
Public Transportation

Jan Fletcher
Mollie Maldonado
Jacque Pennington

LIBRARY SERVICES

Library Director

Sandy Farrell

CITY ENGINEER

City Engineer
Planning
Building Official

Todd Randall
Kevin Robinson
Scott Shed

MUNICIPAL COURT

Municipal Judge
Municipal Court Clerk

Bobby Arther
Shannon Arguello

COMMUNICATIONS DEPT.

Communications Director

Meghan Mooney

PARKS & OPEN SPACES DEPT.

POSD Director
Parks/Cemetery
Golf Course/Trail
Sports Fields

Bryan Wagner
Wade Whitehead
Matt Hughes
Dustin Sharp

FINANCE DEPARTMENT

Finance Director
Assistant Finance Director
Motor Vehicle Dept.

Toby Spears
Deborah Corral
Irene De La Cruz

RECREATION DEPT.

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

Doug McDaniel
Lyndsey Henderson
Ben Kirkes
Michal Hughes
Angela Courter

FIRE DEPARTMENT

Fire Chief
Deputy Fire Chief

Vacant
Barry Young

POLICE DEPARTMENT

Police Chief
Deputy Police Chief
Code Enforcement
Animal Adoption Center

John Ortolano
August Fons
Art DeLaCruz
Missy Funk

GENERAL SERVICES DEPT.

Gen. Svcs. Director
Building Maintenance
Electrician
Garage
Streets

Shelia Baker
Tommy Trevino
Shawn Smith
Matt Berry
Anthony Maldonado

UTILITIES DEPARTMENT

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

Tim Woomer
Bill Griffin
Todd Ray
Kaylyn Lewis

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

RISK MANAGEMENT/EXECUTIVE ASSISTANT REPORT

June, 2021

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

Participated in 3 conference calls w/Travelers assigned adjusters to review on-going claims.

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

Endorsed 6 new vehicles and/or equipment to city's insurance policy.

Reviewed 28 Incident Reports from various city departments, associated police reports and video footage; established claims where required.

Reviewed and established 4 property damage claims on behalf of the City of Hobbs.

Issued multiple purchase orders to repair city vehicles.

Received and reviewed 5 Tort Notices.

Prepared various correspondence for the Mayor and City Manager.

Scheduled 45 meetings for the Mayor and City Manager.

Scheduled 1 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 92 callers to Mayor/City Manager's office requesting assistance, general info

Attended department head staff meetings on June 15, 22, and 29th, 2021.

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

Attended AR Review Committee meetings.



CITY CLERK'S OFFICE
Monthly Report - June 2021

	Apr-21	May-21	Jun-21
Business Registrations -New	28	13	26
Business Registrations - New Owner	2	0	2
Business Registrations- Change of Address	4	2	0
Renewals	30	12	66
Web Payment Renewals	6	1	26
Total Business Registrations Activity	70	28	120
Active Business Registrations for the Month	2031	2037	2040
Fireworks	0	0	4
Junk Yard Licenses	0	0	0
Liquor License	0	1	1
Mobile Business Licenses	7	4	4
Pawn Brokers	0	0	1
Secondhand Dealer's Licenses	0	0	3
Solicitor's Permit	0	3	0
Temporary Vendor's Licenses	0	0	0
Cemetery Deeds Issued/Processed	34	34	39
Public Documents Notarized	124	111	120
Public Records Request	32	33	23
Regular City Commission Meetings <i>6/7/21 and 6/21/21</i>	2	2	2
Special City Commission Meetings	0	1	0
City Commission Work Session/Closed Meetings <i>6/21/21</i>	2	2	1
Notice of Potential Quorum <i>6/14/21</i>	2	0	1
Resolutions and Ordinances Attested	10	12	8
Consideration of Approval	8	1	2
Total Volume of Transactions on Tyler Cashiering	296	247	362
Total Amount	\$ 537,050.99	\$ 315,746.52	\$ 1,240,007.96
Web Payments Online for All Departments	\$ 585.00	\$ 96.25	\$ 1,087.75
Grand Total	\$ 537,635.99	\$ 315,842.77	\$ 1,241,095.71



Hobbs Express

Monthly Report - JUNE 2021

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

Passenger Activity	<i>Prior Month</i>	<i>Reporting Month</i>
	May-21	Jun-21
No. of Elderly Passengers	488	452
No. of Non-Ambulatory Passengers	85	108
No. of Disabled Passengers	174	191
No. of Other Trips	628	754
Total Passenger Trips	1375	1505

Bus Route Trips	1083	1180
Rapid Line Trips		
Total Bus Route Trips	1083	1180
Total Demand Response/Paratransit Trips	292	325
Total Passenger Trips	1375	1505

Vehicle Statistics	<i>Prior Month</i>	<i>Reporting Month</i>
	May-21	Jun-21
Total Vehicle Hours	421.75	453.5
Total Vehicle Miles	6,749	7,049

Revenue Collected	<i>Prior Month</i>	<i>Reporting Month</i>
	May-21	Jun-21
Total Fares Collected	\$0.00	\$0.00



**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
June 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>	2	151	36

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)

June 2021

ArcGIS Enterprise Server (Update):

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

Address Meeting: On June 11th, the GIS division and the Engineering dept. had their first Addressing Meeting since the start of the pandemic. During this meeting we cover items related to parcels, procedures, master addressing, data distribution, e911/NG911, and MSAG. A large number of follow-up items were created for all members that attended, that will hopefully help the streamline addressing in the future.

Branch Versioning: In preparation for the future upgrade of the ArcGIS Enterprise Deployment, the GIS division attended a training course on Branch Versioning taught by ESRI. Branch Versioning is going to be required for some of the more advanced ArcGIS Solutions related to Utility Networks. Branch versioning will also allow the City of Hobbs to track changes and deletions inside the GIS and provide the ability to look back at the state of the GIS at a certain point in time.

Portal Outage Map: On June 18th, the City of Hobbs experienced an internet outage that resulted in the City of Hobbs' Portal becoming inaccessible. This resulted in Utilities not being able to access their mobile line spotting maps, forcing them to relay on their single Tremble GNSS unit to close out 811 requests. To help prevent an origination level internet outage from removing Utilities' access to their mobile maps, the GIS Division has set up



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

a “Fall Back” / “Fail Safe” map through our ArcGIS Online organization. A procedure for accessing the ArcGIS Online map in case of another outage was provided to Utilities on Monday June 21st.

Veterans Memorial: In early June the GIS division was asked to assist the Parks Open Spaces dept. with training some of the Golf Course staff on the use of their Trimble R10 GNSS unit. A meeting was held on June 9th to go over what the POSD was needing and to talk about what features are important to capture as part of the Veterans Memorial construction. After the meeting the GIS division started working on a new revision of the Feature Code Library (FCL) built for SMA as part of Phase 11 project. The new FCL will be used by every department by the end of 2021 as we work toward the next generation data capture. Training is planned to start in July and will run through construction.

Buffer Map: Liquor License

PLANNING DEPARTMENT:

June 2021:

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:

June - The City Commission reviewed and considered the following:

- Approved Resolution No. 7058 – Concerning the agreement with ALJO, LLC in reference to the Development of Market Rate Single family housing, as Recommended by the Planning Board.

Planning Board Summary:

June - The Planning Board reviewed and considered action on 2 items:

- Community Development Block Grant Public Hearing. Report on past CDBG program activities and receive public input on community development needs and suggestions for future CDBG projects.
- Review and Consider Final Plat Approval for Kass Glorietta-Iron Subdivision, as submitted by property owner, Property Management Plus, LLC.



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

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

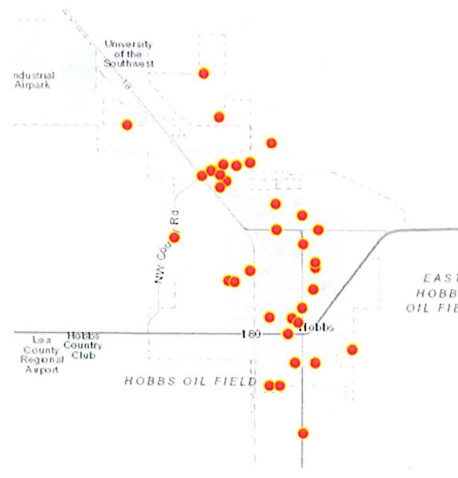
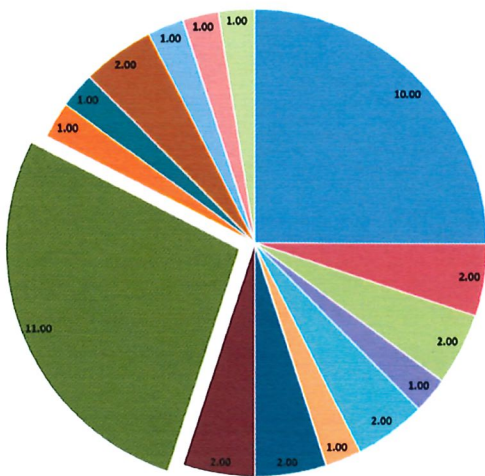


Figure 1 - Location Map of Work Performed

- | | | |
|-----------------------------------|----------------------------------------|-----------------------------------|
| ■ Sign Install / Replace = 10 | ■ LED Module Replace = 2 | ■ New St. Name Sign Installed = 2 |
| ■ Pole Straighten / Re-bolted = 1 | ■ Pole & Anchor Replace = 2 | ■ Call Outs = 1 |
| ■ Assit Other Dept = 2 | ■ Repair Communication = 2 | ■ School Zone Repaired = 11 |
| ■ Detector Adjusted = 1 | ■ Ped Push Button Repair / Replace = 1 | ■ New St. Name Sign Made = 2 |
| ■ Int in Flash or Malfunction = 1 | ■ Graffiti Cleaned = 1 | ■ Controller Replaced = 1 |

Major Damage:

- No major damage to report



COMMUNICATIONS DEPARTMENT
Monthly Report
June 2021
Submitted July 16, 2021

PRESS/MEDIA ACTIONS

The Communications Department distributed the following press releases and PSAs:

- Masks Still Required on Hobbs Express Buses 6/30/21
- 4th of July Fire Safety 6/30/21

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.

- Planned Veterans Memorial Groundbreaking in conjunction with General Services Director and City Manager – event held June 14, 2021
 - Save the date advertised
 - Facebook
 - Instagram
 - Newspaper
 - Site planning
 - Event details ads created and posted
 - Facebook
 - Facebook event
 - Instagram
 - Newspaper
 - Decorations purchased and placed
 - Stage setup advised and scheduled
 - Tent and seating advised and scheduled
 - Created event program and ordered prints
 - Videographer scheduled (documentary of project to come)
- "Stay Human" art piece ribbon cutting
 - Invitation sent to partners
 - Save the date advertised
 - Facebook
 - Instagram
 - Newspaper
 - Site planning
 - Event details ads created and posted
 - Facebook
 - Facebook event
 - Instagram
 - Newspaper

Total Type of Construction
for period ending June 01, 2021-June 30, 2021

Commercial		# OF PERMITS	VALUATION	FEES
COMM MECHANICAL	Commercial	12	\$18,000.00	\$959.00
COMM PLUMBING	Commercial	8	\$12,000.00	\$2,331.50
COMM SEWER TAP & EXCAVATION	Commercial	2	\$3,000.00	\$830.00
COMMERCIAL CANOPY	Commercial	1	\$8,178.00	\$108.00
COMMERCIAL DEMOLITION	Commercial	1	\$856,775.00	\$1,508.04
COMMERCIAL ELECTRICAL	Commercial	11	\$16,500.00	\$2,416.00
COMMERCIAL FENCE	Commercial	2	\$9,135.00	\$20.00
COMMERCIAL REMODEL	Commercial	3	\$142,500.00	\$732.00
COMMERCIAL RE-ROOFING	Commercial	2	\$85,000.00	\$600.00
COMMERCIAL SIGN	Commercial	2	\$28,000.00	\$246.00
COMMERCIAL TOWERS	Commercial	1	\$21,000.00	\$180.00
FIRE ALARM SYSTEM	Commercial	1	\$1,500.00	\$100.00
NEW COMMERCIAL	Commercial	1	\$1,250,000.00	\$1,980.00
		47	\$2,451,588.00	\$12,010.54

Residential		# OF PERMITS	VALUATION	FEES
RES MECHANICAL	Residential	37	\$55,500.00	\$2,480.00
RES PLUMBING	Residential	30	\$45,000.00	\$1,404.00
RES SEWER TAP & EXCAVATION	Residential	3	\$6,900.00	\$870.00
RESIDENTIAL ADDITION	Residential	5	\$183,800.00	\$856.00
RESIDENTIAL CARPORT	Residential	2	\$14,730.00	\$144.00
RESIDENTIAL DETACHED GARAGE	Residential	1	\$45,000.00	\$480.00
RESIDENTIAL DRIVEWAY	Residential	1	\$4,000.00	\$20.00
RESIDENTIAL ELECTRICAL	Residential	59	\$88,500.00	\$3,729.00
RESIDENTIAL EXCAVATION	Residential	1	\$770.00	\$510.00
RESIDENTIAL FENCE	Residential	3	\$1,200.00	\$30.00
RESIDENTIAL MANUFACTURED HOME	Residential	2	\$243,000.00	\$120.00
RESIDENTIAL REMODEL	Residential	31	\$881,723.00	\$5,418.00
RESIDENTIAL RE-ROOF	Residential	13	\$93,840.00	\$850.00
RESIDENTIAL SINGLE FAMILY	Residential	7	\$2,208,393.00	\$4,620.00
RESIDENTIAL STORAGE	Residential	5	\$131,092.00	\$888.00
RESIDENTIAL SWIMMING POOL	Residential	2	\$87,744.00	\$480.00
		202	\$4,091,192.00	\$22,899.00

TOTAL COMBINED FOR THE MONTH		249	\$6,542,780.00	\$34,909.54
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COMMUNICATIONS DEPARTMENT

Monthly Report

June 2021

Submitted July 16, 2021

- Decorations purchased and placed
- Stage setup advised and scheduled
- Tent and seating advised and scheduled
- Created event program and ordered prints
- Road construction notices
- Director is assisting with marketing duties of the CORE until new Marketing Coordinator position is filled

2020 CENSUS

- Continued communication with State Complete Count Commission Coordinator and Lea County Complete Count Committee Chair
- Census webinars regarding reading and distributing data for different groups



COMMUNICATIONS DEPARTMENT
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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

- Lifeguard Recruitment
- Parks and Rec Department New Location
- NMJC Western Heritage
- Convenience Centers Info
- PSA Handwashing Hero
- COVID PSA Eng-Hello
- Hobbs Express
- Legal IF-Meghan 1 Generic
- HPL New Hours
- HPD Recruitment ad
- COVID PSA Eng-Hello
- HR Summer Seasonals Hiring
- HPL Summer Reading
- Summer 2021
- NMJC Summer Fall 2021
- Waste Management Free Pickups PSA
- COVID Vaccination Info
- COVID PSA English-Spanish Contact
- HFD CPR
- MVD Reopens
- Handwashing Hero PSA
- Toss It in the Bin
- United Way Feeding Families
- Water Conservation Period
- COVID Vaccine Information

CONVENTION VISITORS BUREAU MAIN FOCUSES

- Submitted NMTC Coop Grant

LISTED EVENTS

No events listed at this time, although conversations to begin hosting again have begun.

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SOCIAL MEDIA INSIGHTS



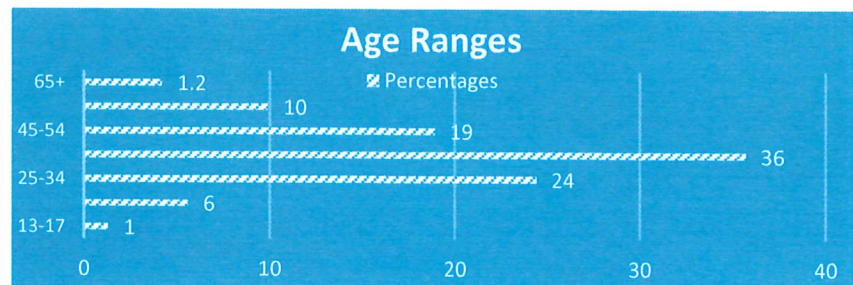
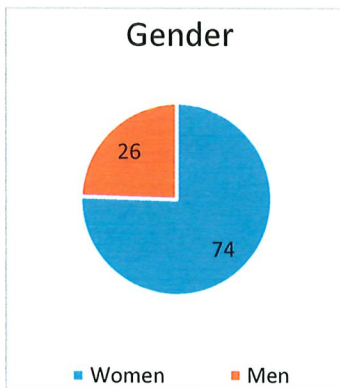
Facebook

Page Views	Post Reach (people reached)	Post Engagement	Page Likes
1,170 total (33% increase)	22,901 total (55% increase)	4,516 total (34% increase)	72 new (76% increase)



Instagram

Reach	Followers	Profile Visits	Interactions	Impressions
903 (23.5% increase)	1,819 (.4% increase)	146 (17.7% increase)	280 (117% increase)	8,768 (62.4% increase)





COMMUNICATIONS DEPARTMENT
Monthly Report
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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
- Post 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
- Cancellation of CVB website grant from NMTD
- Social media post training regarding open positions given to HR representative
- Hootboard troubleshooting with IT and Hootboard reps



COMMUNICATIONS DEPARTMENT
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Livestreamed City Commission Meetings for June 2021

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

	Viewers	Total Number of Viewers	Total Minutes
Recorded Viewers	86.1%	105	510
Live Viewers	13.9%	17	293
Total	100%	122	803

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

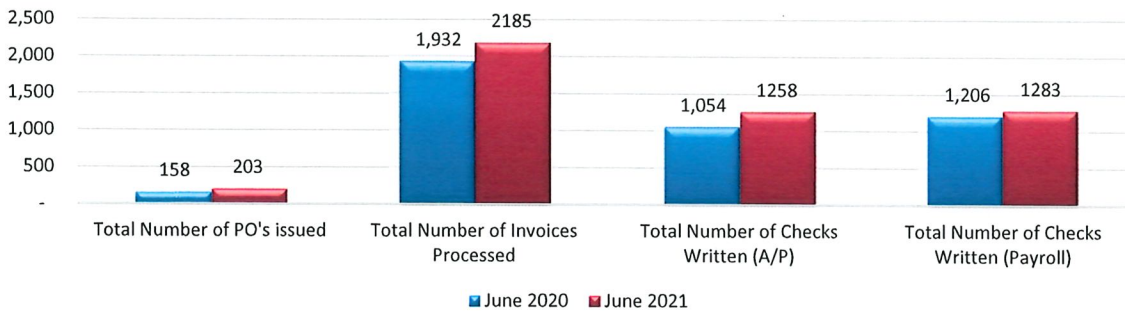
**Monthly Measurement
Finance Department
Fiscal Year 2021**

Cash Statistics	June 2020	June 2021
Beginning Cash Balance	\$ 145,218,981	146,158,652
Monthly Cash In (Revenue - all funds)	\$ 11,078,627	11,689,724
Monthly Cash Out (Expenditures - all funds)	\$ 8,891,997	15,436,173
Ending Cash Balance	\$ 147,405,611	142,412,202

Finance Transaction Statistics

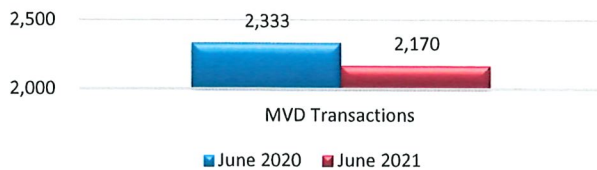
	June 2020	June 2021		
Total Number of PO's issued	158	203	daily average	9.23
Total Number of Invoices Processed	1,932	2185	daily average	99.32
Total Number of Checks Written (A/P)	1,054	1258	weekly average	314.50
Total Number of Checks Written (Payroll)	1,206	1283	bi-weekly average	641.50

Financial Transaction Averages

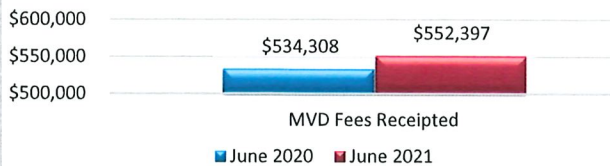


MVD Statistics	June 2020	June 2021		
MVD Transactions	2,333	2,170	daily average	98.64
MVD Fees Received	\$ 534,308	\$ 552,397	daily average	\$ 25,108.95

MVD Transaction Averages



MVD Fees Received



FIRE SUPPRESSION/PREVENTION

June 2021

ALARMS

Alarms (City)	109
Alarms (County)	18
Total Alarms	127

ZONES

Zone 1 (NW City)	27	Zone 5 (NW County)	9	
Zone 2 (NE City)	21	Zone 6 (NE County)	4	
Zone 3 (SE City)	43	Zone 7 (SE County)	3	
Zone 4 (SW City)	18	Zone 8 (SW County)	2	
Out of District				0

TURNOUT TIMES (Dispatch to Enroute)

Station 1	3:22
Station 2	0:57
Station 3	0:59
Station 4	2:09
Average	1:51

AVERAGE RESPONSE TIME (Dispatch to Arrival)

Station 1	8:11
Station 2	5:41
Station 3	4:10
Station 4	3:52
Average	5:28

PREVENTION PROGRAMS

Fire Investigations	4
Fire/Safety Inspections	45
Smoke Detectors Installed	3
Public Education Activities	3
Plan Reviews	3
Burn Permits Issued	2

FIRE RESPONSE BY STATION

Station 1	58
Station 2	27
Station 3	28
Station 4	14

MOST COMMON DAY/TIME

Tuesday (1000 - 1059 hours)

FIRE DEATHS/INJURIES

Fire Deaths - 0
Fire Injuries - 0

STRUCTURE FIRES

Structure Fires - 1

FALSE ALARM RESPONSE

False Alarms - 32

TRAINING HOURS

Fire Training	601
EMS Training	526

EMS RUN BREAKDOWN

City Response	691
County Response	61
Total Responses	752

ZONES

Zone 1 (NW City) 318	Zone 5 (NW County) 17
Zone 2 (NE City) 105	Zone 6 (NE County) 26
Zone 3 (SE City) 141	Zone 7 (SE County) 4
Zone 4 (SW City) 127	Zone 8 (SW County) 14

AVERAGE RUN TIMES

Enroute:	3:52
At Scene:	4:50
To Destination:	20:48
Back in Service:	45:56

MOST COMMON DAY/TIME

Wednesday – 128 calls for service

Friday – 26 calls from 21:00 – 23:59 hours

MOST COMMON COMPLAINT

Falls - 66

OUT OF TOWN TRANSFERS

Lubbock	38
Midland	1
Odessa	1
Roswell	6
Carlsbad	4
Airport	19

CARDIAC ARREST RESPONSES

Cardiac Arrest	9
ROSC	2

ROSC = Return of Spontaneous Circulation

EMS BILLING

Collected	\$162,981.04
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Highlights for the month of June

- Honor Guard performed at Veteran’s Memorial groundbreaking ceremony
- Lea County ARFF drill
- Hiring test held with 4 applicants
- Brandon Roberts and Keith Akin retirements
- Deputy Chief attended Lea County Hazard Mitigation Plan meeting
- Deputy Chief attended Lea County Fire Chief’s Advisory Board Meeting
- Safety Stand Down Week
- 1 personnel obtained Firefighter I/II certification, 2 personnel obtained Instructor I certification, 1 personnel obtained Inspector I certification, 3 personnel completed Haz Mat Chemistry, 2 personnel completed Haz Mat Technician

June 2021 General Services – Building Maintenance

Work performed by City Carpenters

2	Door replaced
5	Ceiling tile replaced
4	Door lock repaired
38	Roof inspections
4	Walls repaired
2	Roof repaired
2	Moved furniture
3	Building repairs
62	Work orders

Location of work performed

10	City Hall
12	Police Department
3	Senior Center
1	State Police
15	Library
7	Municipal Court
1	MVD
11	Animal Adoption
10	CORE
5	Crime Lab
2	F.S. 1
3	F.S. 2
3	F.S. 3

Break down of work performed by the Electricians

14	Light repairs
35	AC repairs
23	General electrical work
10	CORE work
11	Nonelectrical work

Location of work performed

10	CORE
11	Library
9	City hall
4	Annex
3	PD
6	Fire stations
5	DA building
18	Parks
4	Senior Center
3	Teen Center
4	Garage
5	Animal Adoption Center
1	Hobbs Express

Street Department Monthly Report June

Break down of work performed by the Street Department Crew:

Man Hours	Activity
313.5 HRS.	Street Sweeping
40.5 HRS.	Building Brooms
16 HRS.	Cold Mix Patching
13 EA.	Street Complaints
2 EA.	Alley Complaints
228 HRS.	Storm Sewers & Inlets
32 HRS.	Work Warehouse
102 HRS.	Equipment Maintenance
156 HRS.	Hot asphalt patching
18 HRS.	Maintenance
8 HRS.	Working in the Welding Shop
30 HRS.	Haul Trash
57 HRS.	Street Grading/ Cutting Grass
16 HRS.	Work for Building Maintenance
288.5	Alley work
132 HRS.	Work for Parks Department
32 HRS.	Work for Building Maint.
22 HRS.	Recycle material Plant

The total amounts of material hauled or used:

Quantity	Material
248 YDS.	Sweepings
250 GAL.	Unmetered Water
1,080 Lbs.	Pollex24 3 Rubber
16 YDS.	Millings
218 YDS.	Alley Material
1 YD.	Cold Mix Used
102 YDS.	Recycling Material
102 YDS.	Recycling Material
210 YDS.	Trash Hauled
2 YDS.	hot mix

Calls responded to:

Number	Type
18	Dispatched – accidents, spills, debris

June - 2021

General Services - Garage

In June - 2021 The City Garage had a total of 196 Repair Orders/Invoices. Of the 196 R.O./Invoices,130 were repaired in house and 66 were out sourced. The monthly total outlay for the garage as well as subcontracted parts and labor totaled \$ 43,085.47 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	8	3	49.97	714.00	253.28	0.00	1,017.25
Instument / Gauge	2	3	144.90	136.00	312.91	310.10	903.91
Complete Wash	0	2	0.00	0.00	9.60	160.00	169.60
Filters	7	4	250.91	204.00	165.48	0.00	620.39
Service Calls	15	0	692.00	1,734.00	0.00	0.00	2,426.00
Miscellaneous Maintenance	18	20	1,991.29	824.50	992.98	8,426.45	12,235.22
Brakes	7	7	126.63	476.00	4,138.51	2,143.30	6,884.44
Steering/Suspension	0	1	0.00	0.00	49.60	155.00	204.60
Tires	25	10	3,684.00	1,564.00	1,297.97	395.00	6,940.97
Transmission	2	0	229.00	170.00	0.00	0.00	399.00
Cranking	1	1	130.74	51.00	0.00	155.00	336.74
Charging System	11	0	1,049.75	697.00	0.00	0.00	1,746.75
Lighting	2	1	4.50	68.00	2,858.48	600.00	3,530.98
Preventive Maintenance	28	5	2,265.19	2,040.00	495.28	0.00	4,800.47
Fuel System	1	1	19.77	17.00	129.38	465.00	631.15
Engine	3	0	0.00	238.00	0.00	0.00	238.00
Hydraulics	0	0	0.00	0.00	0.00	0.00	0.00
Accident Repair	0	0	0.00	0.00	0.00	0.00	0.00
Safety Recall	0	6	0.00	0.00	0.00	0.00	0.00
Warranty	0	2	0.00	0.00	0.00	0.00	0.00
Monthly Total	130	66	10,638.65	8,933.50	10,703.47	12,809.85	43,085.47

	# of R.O./Inv	Parts	Labor	Total
City Garage	130	10,638.65	8,933.50	19,572.15
Vendor	66	10,703.47	12,809.85	23,513.32
	196	21,342.12	21,743.35	43,085.47



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

Recruitment:

	June 2020	June 2021
• Applications Received/Reviewed	276	384
• New Hires	32(seasonal)	40 (seasonal)
• Re-Hires	29(seasonal)	11 (seasonal)
• Transfers/Promotions/Demotions	1	10

Personnel Actions:

	June 2020	June 2021
• Performance Reviews	44	11
• Retirements	0	3
• Terminations	8	11
• Other(certs, shift moves)	5	5
• Educational Incentives	--	8

New Position Postings in June:

CLERK ASSISTANT	GOLF COURSE MAINT WKR
CORE ATTENDANT	SEASONAL GOLF COURSE MAINT. WKR
CORE GUEST SERV SPECIALST	CIRCULATION SUPERVISOR
CORE KIDS LEAD SPC	OUTREACH WORKER
CORE LTS INSTRUCTOR	PARKS SPECIALIST
CERTIFIED FIREFIGHTER	CERTIFIED POLICE OFFICER
FIRE CHIEF	NON-CERTIFIED POLICE OFFICER
FIRE INSPECTOR	RECREATION ADMINISTRATIVE ASST.
NON-CERTIFIED FIREFIGHTER-EMT	SPORTS FIELD MAINT WKR

Safety Skills Training:

- No training assigned in June

Team Involvement:

- Nicholas Goulet participated in the CBA negotiations with the Hobbs Police Association
- Nicholas Goulet is also on a team that is re-evaluating the current safety administrative regulations

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 June 2021

- 118 Request for service
- 116 Completed
- 0 Bulletin Board related
- 0 Camera related
- 15 Email related
- 24 hardware related
- 1 internet related
- 1 network related
- 6 password resets
- 7 phone related
- 7 radio related
- 2 projects related
- 18 software related
- 24 User Setup
- 10 webpage related
- 1 other

Special accomplishments:

- Upgraded network firewalls.
- Built 6 new computers.
- Conduct cyber security testing.
- Upgrade OS on all virtual hosts.
- I.T. Security Specialist received CYSA+ certification



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

- ❖ Hobbs City Commission – Efren Cortez (6/7 and 6/21)(6/21 closed session)
- ❖ Cemetery Board – (N/A)
- ❖ Community Affairs Board – (N/A)
- ❖ Library Board – Rocio Ocano (6/1)
- ❖ Lodger's Tax Board – (N/A)
- ❖ Planning Board – Valerie Chacon (6/18)
- ❖ Utilities Board – (N/A)
- ❖ Labor Relations Board – (N/A)

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

❖ Public Hearings/Presentations	2
❖ Agenda Items drafted	7
❖ Resolutions Drafted	4

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	6
❖ Contract Review	16
❖ IPRA Review	0

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, Georgia Cherney and Courtney Packer, 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 Attorney, Rocio A. Ocano, is 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 June 2021, the litigation activity of the City Attorney's Office is as follows:

❖ Pretrial Release Hearings:	2
❖ Probation Violations:	0
❖ Pretrials (Pro Se):	158
❖ Pretrials (Attorney):	22
❖ Trials:	48
❖ Dangerous Dogs/Petitions:	0
❖ DWI Cases:	9
❖ Appeals in District Court:	0
❖ Pleadings:	122
❖ Condemnation Reviews	5
❖ Property Acquisition Reviews	1
❖ Property Document Reviews	10

❖ Property Correspondence	0
❖ Foreclosures Filed	0
❖ Property Liens Filed	0
❖ Civil ADR:	2
❖ Demand Letters:	1
❖ Misc. Hearings (Mun./Dist./Fed.):	3
❖ Trainings:	3
❖ Witness Interviews:	3
❖ In-office consultations:	30
❖ Discovery Submissions:	56
❖ Letters/Correspondence:	672

Areas of Notoriety:

- ❖ Assistant City Attorney Rocío Ocano and Deputy City Attorney Valerie Chacon conducted training for the Code Enforcement officers including trial testimony training.
- ❖ Deputy City Attorney Valerie Chacon led the City’s negotiating team in negotiations with the HPOA.
- ❖ Deputy City Attorney Valerie Chacon conducted a Fourth Amendment Search and Seizure training for HPD officers.

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/ Efred A. Cortez
 Efred A. Cortez
 City Attorney

CITY MANAGER'S REPORT

June, 2021

Hobbs Public Library

CIRCULATION: 6,249**CIRCULATION BY MATERIAL TYPE:**

Books and Periodicals	3,700
Audio Books & Music	345
DVDs	1,740
E-Books/E-Audio (OverDrive & Gale)	464

CIRCULATION BY PATRON TYPE:

Adult	3,859
Juvenile	799
Senior Citizen	1,025
Used in Library	566

CIRCULATION WITH OTHER LIBRARIES:

	Borrowed	Loaned
Interlibrary Loans	12	0
ELIN Loans	7	15

Total Children's Items Circulated 2,342

Total Adult Items Circulated 3,907

Patron Visits	3346
Overdue Notices Sent	187

PROGRAMS & PUBLIC SERVICES:

Passive Programs Provided	2
Passive Programming Participation	1633
Facebook Post Reach	9394
Meeting Room Use	7

Web Site Usage	4139
HPL Database Usage	562
Reference Questions	177
Public Computer Use	405
Board Games	0

PATRON PROFILES:

Adult	17,125
Juvenile (Under 18 Years)	3,772
Senior Citizens (62+ Years)	2,623
Temp ELIN	2,099
Total Active Borrowers	25,619

RECEIPTS:

Materials Paid For	\$83.40
Fines & Fees	\$499.67
Copy Machine & Public Printouts	\$421.91
Total	\$1,004.98

Library Patrons Added This Month	54
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ITEMS ADDED:

Total Items Added	702
Items Weeded	110

HOLDINGS:

Total Library Holdings	153,363
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City Manager's Report
Municipal Court - June 2021

Monthly Cases:

Traffic Citations	611
Misdemeanor Citations	28
Environmental Citations	25
Fire Code Violations	0
AGG. DWI	5
DWI – 1 ST	<u>5</u>
Total	674

Courtroom Activity:

Video Arraignments (Jail)	103
Court Appearances – A.M.	26
Court Appearances- P.M.	108
Virtual Court	6
Pretrial Court Appearances – A.M.	33
Pretrial Court Appearances – P.M.	27
Attorney Pretrial	17
Trial/Change of Plea Cases	<u>21</u>
Total	341

Other Activity:

Summons issued	489
Warrants issued	<u>159</u>
Total	648

Fines/Fees Assessed:

Fines	\$87,145
Penalty Assessment Fee	4,790
Automation Fee	3,270
Judicial Education Fee	1,635
Correction Fee	10,920
DWI Prevention Fee	675
DWI Lab Fee	765
Copies/Misc. Fee	<u>0</u>
Total	\$109,200.00

Fines/Fees Collected:

Fines	\$33,972
Penalty Assessment Fee	4,179
Automation Fee	2,933
Judicial Education Fee	1,468
Correction Fee	9,858
DWI Prevention Fee	342
DWI Lab Fee	349
Copies/Misc. Fee	0.00
Restitution	<u>0.00</u>
Total	\$53,101

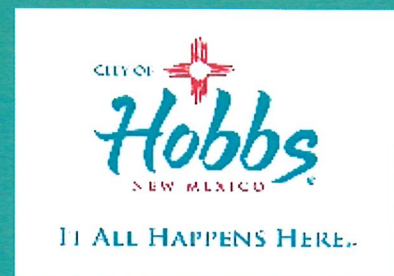
City Manager – June Report

2021

1. Veterans Memorial Park Project started construction (east end of Harry McAdams Park)
2. Golf Course planted 6 new trees that were donated and provided training to staff
3. Harry McAdams Park planted 2 new trees that were donated
4. Jefferson Park basketball court resurfacing project started
5. Sports field crew painted 4 dugouts
6. POSD assisted with City Commissioner Cleanup Events in Districts 5 & 6
7. Cemeteries had 24 interments; planted 5 trees
8. Everglade Cemetery Block Wall project has been completed
9. Prairie Haven Memorial Park completed new 2 wire installation for irrigation improvements
10. Exterminated for insects/bugs at 30 city buildings
11. Removed graffiti at 7 locations

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 - June 2021**

Divisions

CORE	Rockwind Clubhouse
Senior Center	Teen Center
Recreation	

CORE

Participation at the CORE continues to rise when compared to the previous month. During May 2021, the CORE had a total of 23,267 participants. During June 2021, with classes at local schools having been completed with the exception of those attending summer school, the CORE had 30,860 participants which was a 33% increase from May 2021. Revenue realized an even larger increase at 64% when comparing May 2021 (\$88,695.02) to June 2021 (\$145,540.77). Facility Rentals continue to be popular with a total of thirty-two events being scheduled from April 1, 2021 to April 30, 2022. Additionally, there were 378 new memberships sold in June 2021 with the CORE now having a total of 5,426 members.

Participation and Revenue

Fitness Unlimited (incl. Fit. Unlim. Passes)	60
Day Passes Sold	7,867
Week Passes Sold	23
Month Passes Sold	135
Annual Membership Attendance	1,206
Monthly Membership Attendance	19,101
Month-to-Month Pass Attendance	655
Swim Lessons - Sessions	-
Swim Team Members	57
Wellness Pool	400
kidWATCH	747
kidFIT	380
Group Classes (ie: Yoga Fit, UrbanKick, Senior Fit, Power Ride, Power Cuts, Masters)	229
Special Events (ie: Easter Egg Dive, Spooktacular, etc.)	-
Total Participants & Visits	30,860

Total Revenue	\$145,540.77
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Membership Recap

There were 33 tours that had a total of 87 participants. There were a total of 378 new memberships resulting in a total of 1,563 memberships. Currently, there are a total of 5,426 members who have either an annual or a monthly (recurring) membership.

Member Visits	20,962
Guest Visits	8,112
Classes	Approximately 289 Participants
Tour Participants	87

Membership Counts	
Families	1,094
Individual	469
Total Memberships	1,563
Members	4,957
Total Members	5,426

Private Rentals	32 Facility Rentals from April 1 to April 30, 2022 with \$ 4,646.25 in revenue including deposits for future events
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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 June 2021:

Meals:		Meal Donations Received:
June 2021 Grab N Go Meals	2,160	\$1,312.50
June 2021 Home Delivered Meals Served	2,209	\$1,145.77
June 2021 Frozen Meals Delivered	<u>166</u>	<u>\$ ---</u>
Totals	4,535	\$2,458.27
Previous Month's Totals	4,206	\$3,698.77

In FY21, the Hobbs Senior Center served a total of 55,053 meals with a total of \$44,681.27 in donations.

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 June, a total of 166 frozen meals were distributed. The Hobbs Senior Center served a total of 390 individual Senior Citizens a total of 4,535 meals for the month of June. There was a total of 22 serving days in June resulting in an average total of 206 meals served per day.

Recreation

- The very popular Summer Recess and Summer Sports programs began in June.
- There were two Movies Under the Stars events planned for June. However, both events were cancelled. The first event was due to severe weather, and the second due to equipment malfunctions.
- Interviews for the vacant Recreation Administrative Assistant's position have begun and interviews are continuing as qualified applicants apply for the Recreation Program Coordinator's position.
- Both adult and youth art classes have officially resumed at their new location in the Hobbs Teen Center.

Aquatics

- The summer season for the three seasonal pools (Del Norte, Heizer, Humble) began on Memorial Day Weekend. Del Norte Pool is open on Tuesday, Friday, Saturday, and Sunday. And, both Humble and Heizer Pools are open on Wednesday, Thursday, and Friday.
- Splash Pads are now open seven days a week from 10:30 a.m. to 7:30 p.m.
- Hiring of seasonal lifeguards continues.
- Aquatics staff conducted an American Red Cross Lifeguard Training Class in June.
- Participation at the three seasonal pools for the month of June 2021 totaled 8,466 participants.
- Swim Lessons began at Humble Pool and are averaging approximately 170 students per sessions. There will be three sessions at Humble Pool, and one session at the CORE. Each session is two weeks long, Tuesday through Friday.

Rockwind Community Links Clubhouse

June was a busy month at Rockwind with a total of 2,324 rounds. During the month, Rockwind hosted the following events: the Sun Country PGA Junior Event, NMJC Foundation Tournament and the Golf Week Stroke Play Tournament.

Department	Qty	Retail Value	Discount	Pre-Tax Value	Cost Of Goods	Tax TTL	Extension
Golf Equipment Rentals	62	\$314.16	\$0.00	\$314.16	\$0.00	\$15.84	\$330.00
Driving Range	434	\$2,275.78	\$0.00	\$2,275.78	\$0.00	\$115.22	\$2,391.00
Golf Cart Rental Fees	1575	\$22,084.57	\$0.00	\$22,084.57	\$0.00	\$1,114.59	\$23,199.16
Green Fees	2324	\$29,614.00	\$0.00	\$29,614.00	\$0.00	\$1,508.85	\$31,122.85
Hard Goods Sales	739	\$31,139.34	(\$251.45)	\$30,887.89	\$22,404.74	\$1,544.82	\$32,432.71
Membership Fees	4	\$2,476.16	\$0.00	\$2,476.16	\$0.00	\$123.84	\$2,600.00
Soft Goods Sales	667	\$17,571.41	(\$762.19)	\$16,809.22	\$10,159.15	\$841.54	\$17,650.76
Food & Beverage	211	\$362.02	(\$22.79)	\$339.23	\$137.89	\$18.72	\$357.50
Totals for Revenue	6016	\$105,837.44	(\$1,036.43)	\$104,801.01	\$32,701.78	\$5,283.42	\$110,083.98
Grand Total:	6016	\$ 105,837.44	\$ (1,036.43)	\$104,801.01	\$ 32,701.78	\$ 5,283.42	\$ 110,083.98

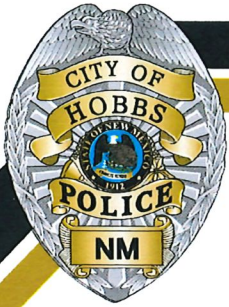
KEY PERFORMANCE INDICATORS		Jun-21
Total Pre-Tax Revenue		\$104,801.01
Total Rounds		2324
Avg Green Fee plus Cart Fee per Ro		\$23.31
Total Merchandise Sales		\$47,697.11
Merchandise Sales Per Round		\$20.52
F&B Sales Per Round	\$	0.15
COGS Hard Goods		73%
COGS Soft Goods		60%
COGS F&B		41%
Rounds w/Carts		68%
Total Revenue per Round	\$	45.10

GREEN FEE BREAKDOWN

EZLinks Prepaid	0
GolfNow	0
Summary for EZLinks	<u>0</u>
Player's Pass 18 Walk	181
Summary for Player's Pass	<u>181</u>
Li'l Rock Adult Resident	224
Li'l Rock Adult Non-	0
Li'l Rock Jr. Comp w/Adult	23
Li'l Rock Junior Resident	0
Li'l Rock Junior Non Residen	0
Li'l Rock Replay	0
Li'l Rock Player's Pass	0
Li'l Rock Team Comp	0
FootGolf Adult	0
FootGolf Junior Comp	0
Summary for Par 3	<u>247</u>
Public 18	184
Public 9	11
Public Junior	8
Public Senior	22
Public Twilight	53
Public Replay	1
Specials	0
Youth on	0
PGA/GCSAA COMP	0
Summary for Public	<u>279</u>
Punch Pass	6
Summary for Punch Pass	<u>6</u>
Rain Check	7
Summary for Rain Check	<u>7</u>
Resident 18	651
Resident Junior	11
Resident Senior 18	169
League Fee	132
Complimentary Round	37
Resident Twilight	204
Team Practice Round	11
Resident 9	111
Marshal/Team Green Fee	14
Resident Replay	6
Summary for Resident	<u>1346</u>
Tournament Fees	1
Summary for Tournament -	<u>234</u>
Grand Total:	2324

Teen Center

- The Teen Center added two additional staff members in the Teen Rec Worker positions.
- The Teen Center opened for additional hours and is now open Tuesday through Saturday.
- Teen Center staff have been trained on the safe and proper use of the climbing wall and associated equipment and are now routinely opening the rock wall for Teens to use.



HOBBS POLICE DEPARTMENT

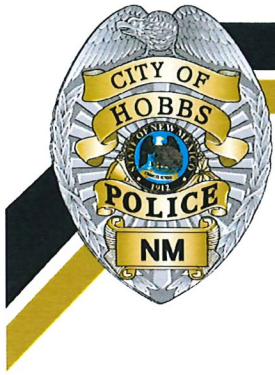
July 2, 2021

To: Jeff Moyers, Captain of Agency Support

From: Lorena Brito, Records Administrator

Re: HPD June 2021 Stats

	TOTAL	TOTAL	%CHNG	Year to Date	Year to Date	%CHNG
June 2020/2021	RPTS	RPTS		2020	2021	
			2020/2021			
	2020	2021				
REPORTED CRIMES	455	412	-9%	2,194	2,253	3%
CALLS FOR SERVICE	4,620	4198	-9%	20,773	22,755	10%
ARRESTS	269	229	-15%	1,525	1,414	-7%
MURDER	0	0	0%	1	1	0%
RAPE	3	4	33%	13	17	31%
ROBBERY	5	4	-20%	17	19	12%
ASSAULTS AND BATTERY	84	98	17%	386	473	23%
BURGLARY	84	43	-49%	280	228	-19%
LARCENY	40	49	23%	250	191	-24%
SHOPLIFTING	14	26	86%	167	212	27%
AUTO THEFT	12	17	42%	94	160	70%
ARSON	1	1	0%	4	6	50%
FORGERY	1	0	-100%	1	1	0%
FRAUD	7	8	14%	51	37	-27%
EMBEZZLEMENT	2	3	50%	10	10	0%
REC. STOLEN PROPERTY	0	1	100%	3	6	100%
VANDALISM	85	103	21%	335	402	20%
WEAPONS OFFENSES	5	1	-80%	20	15	-25%
DOMESTIC VIOLENCE	37	47	27%	177	230	30%
ASSAULTS/BATTERY ON PO	8	7	-13%	31	40	29%
SHOOTING AT/FM MV OR DWELLING	1	5	400%	11	16	45%
CITATIONS ISSUED	1,352	915	-32%	6,101	5,029	-18%
DWI	15	17	13%	78	83	6%
TRAFFIC CRASHES	55	87	58%	431	468	9%



HOBBS POLICE DEPARTMENT

7/6/2021

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 (June 2021)

CODE ENFORCEMENT NUMBERS FOR JUNE 2021

Code warnings	405
Code citations	38
Code complaints	703
Animal warnings	14
Animal complaints	234
Animal citations	3

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www.hobbspd.com

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Hobbs Animal Adoption Center

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

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

July 6, 2021

To: Chief Ortolano
 DC Fons
 Captain Blevins
 Lt. Barrientes

From: HAAC Manager Missy Funk

Subject: Monthly Statistics HAAC

June 2021

Intake:	Cats	Dogs
Dead On Arrival	14	11
Sterilization Only	27	16
Stray	191	167
Transfers In	1	0
Unwanted	34	43
Quarantine	2	9
Totals:	269	246
Dispositions:		
Adopted	46	47
Died at Facility	8	5
Dead on Arrival	13	12
Euthanized	130	71
Rescued	36	60
Return to Owner	0	43
Sterilization Only	27	16
Totals:	260	254

UTILITIES DEPARTMENT

WATER DEPARTMENT		2020		2021	
<u>CLASS</u>	<u>ACTIVE ACCOUNTS</u>	<u>Billed gallons</u> <u>May 2020</u>	<u>ACTIVE ACCOUNTS</u>	<u>Billed gallons</u> <u>May 2021</u>	
Residential	11,494	137,559,908	11,691	111,379,692	
Commercial	1,800	47,054,650	1,820	42,975,024	
City Accounts	215	12,491,631	210	20,115,705	
School Accounts	56	6,704,106	58	6,770,674	
Irrigation	253	8,644,921	263	8,838,929	
Unbilled Maintenance		1,500,000		3,500,000	
	13,818	213,955,216	14,042	193,580,024	

LABORATORY	June 2020	June 2021
Total Drinking Water Tests	49	47
Total Wastewater Tests	736	759
Liquid Waste Received (gallons)	397,896	354,001

WASTEWATER RECLAMATION FACILITY		
Influent (Million Gallons)	89.317	101.070
Effluent (Million Gallons)	83.899	93.428
Solids Removed (Dry Pounds)	0*	107,016

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

WATER PRODUCTION REPORT - JUNE 2021

WATER PRODUCED	
Total monthly water produced, million gallons	282,429,000
Total monthly water distributed, million gallons	305,867,000
CHLORINE	
Monthly chlorine average residual, milligrams/liter	0.57
Monthly chlorine gas dosed to system (lbs)	3,254
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

Comments: Installation of the All Flow Meters, HIAP, Hydro, Snyder, Jefferson & Del Norte Wells completed. 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 JUNE 2021

WORK DESCRIPTION

Meter lid replacement	50
Meter box replacement	35
Meter stop / valve replacement	60
Meter change out 3/4"	50
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	20
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	80
Service lateral replacement	5 qty. - 120 feet
New Service Lateral	14 qty. - 210 feet
Low water pressure investigation	5
Water quality investigations	2
Main line leaks/repair	10
Main line replacement (feet)	500
Valve maintenance	50
Valve new install/replacement	8
Fire hydrant maintenance	300
Fire hydrant repair/replacement	5
Fire hydrant meter maintenance	2
Fire hydrant meter set	2
New fire hydrant installed	5
Vehicle/equipment maintenance hours	20
Unaccounted/unmetered water loss	3,500,000 gallons
Miscellaneous afterhour calls	5
Emergency Call Outs (From 5:00pm to 7:00am)	85

WORK DESCRIPTION

QUANTITY

Manhole maintenance	69
Manholes cleaned	61
Sewer main line cleaned (feet)	32,658
Sewer stoppages	32
Sewer main line video inspections	5
Odor complaints	6
Sewer pre-treatment additives	20 gallons
Property damage from sewer	0
Sewer main line repair/replacement	7

New sewer main line installation	45 feet
New backflow valve installation	0
Backflow valve maintenance	0
Lift station maintenance	70
Emergency call out (from 5:00 pm to 7:00 am)	142

UTILITIES MONTHLY PLUMBER REPORT JUNE 2021	QUANTITY
Sewer stoppages	6
Odor complaints	0
Water leaks	5
Pool maintenance	16
Gas leaks	3
Emergency call outs (from 5:00 pm to 7:00 am)	0
Core	22