



CITY MANAGER'S MONTHLY REPORT

May 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

Acting City Manager
Risk Management Dir.

Manny Gomez
Ann Betzen

INFORMATION TECHNOLOGY DEPT.

I.T. Director
Assistant I.T. Director

Ron Roberts
Christa Belyeu

CITY CLERK'S OFFICE

City Clerk
Deputy City Clerk
Public Transportation

Jan Fletcher
Mollie Maldonado
Jacque Pennington

LEGAL DEPARTMENT

City Attorney
Deputy City Attorney
Assistant City Attorney

Efren Cortez
Valerie Chacon
Rocio Ocano

CITY ENGINEER

City Engineer
Planning

Todd Randall
Kevin Robinson

LIBRARY SERVICES

Library Director

Sandy Farrell

COMMUNICATIONS DEPT.

Communications Director
Conv. & Visitors Bureau

Meghan Mooney
Tanya Sanchez

MUNICIPAL COURT

Municipal Judge
Municipal Court Clerk

Bobby Arther
Shannon Arguello

COMMUNITY SERVICES DEPT.

Acting Building Official
Code Enforcement
Animal Adoption Center

Scott Shed
Art DeLaCruz
Missy Funk

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

Manny Gomez
Barry Young

POLICE DEPARTMENT

Police Chief
Deputy Police Chief

John Ortolano
August Fons

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

RISK MANAGEMENT/EXECUTIVE ASSISTANT REPORT

May, 2021

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

Participated in 4 conference calls 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.

Reviewed 20 Incident Reports from various city departments, associated police reports and video footage; established claims where required.

Reviewed and established 3 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 45 meetings for the Mayor and City Manager.

Scheduled 14 meetings in staff meeting room.

Review and approve payroll timesheets.

Review, approve and post Planning Board, Community Affairs Board, Library and Cemetery board agendas.

Notarized multiple documents for the public and city staff.

Processed three applications for notary bond.

Assisted 98 callers to Mayor/City Manager's office requesting assistance, general info

Attended department head staff meetings on May 4, 11, 18 and 25, 2021.

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

Completed Safety Training: Slips, Trips & Falls



CITY CLERK'S OFFICE
Monthly Report - May 2021

	Mar-21	Apr-21	May-21
Business Registrations -New	30	28	13
Business Registrations - New Owner	1	2	0
Business Registrations- Change of Address	5	4	2
Renewals	32	30	12
Web Payment Renewals	11	6	1
Total Business Registrations Activity	79	70	28
Active Business Registrations for the Month	2020	2031	2037
Fireworks	0	0	0
Junk Yard Licenses	0	0	0
Liquor License	2	0	1
Mobile Business Licenses	11	7	4
Pawn Brokers	0	0	0
Secondhand Dealer's Licenses	1	0	0
Solicitor's Permit	4	0	3
Temporary Vendor's Licenses	0	0	0
Cemetery Deeds Issued/Processed	82	34	34
Public Documents Notarized	130	124	111
Public Records Request	26	32	33
Regular City Commission Meetings <i>5/3/21 & 5/17/21</i>	2	2	2
Special City Commission Meetings <i>5/10/21</i>	0	0	1
City Commission Work Session/Closed Meetings	0	2	2
Notice of Potential Quorum	0	2	0
Resolutions and Ordinances Attested	8	10	12
Consideration of Approval	2	8	1
Total Volume of Transactions on Tyler Cashiering	353.00	296.00	247.00
Total Amount	\$ 384,112.49	\$ 537,050.99	\$ 315,746.52
Web Payments Online for All Departments	\$ 532.50	\$ 585.00	\$ 96.25
Grand Total	\$ 384,644.99	\$ 537,635.99	\$ 315,842.77



Hobbs Express

Monthly Report - May 2021

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

Passenger Activity	<i>Prior Month</i>	<i>Reporting Month</i>
	Apr-21	May-21
No. of Elderly Passengers	429	488
No. of Non-Ambulatory Passengers	76	85
No. of Disabled Passengers	143	174
No. of Other Trips	645	628
Total Passenger Trips	1293	1375

Bus Route Trips	924	1083
Rapid Line Trips		
Total Bus Route Trips	924	1083
Total Demand Response/Paratransit Trips	369	292
Total Passenger Trips	1293	1375

Vehicle Statistics	<i>Prior Month</i>	<i>Reporting Month</i>
	Apr-21	May-21
Total Vehicle Hours	353.5	421.75
Total Vehicle Miles	6,069	6,749

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



**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
May 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: The City provides addressing for habitable structures (permanent address) and non-habitable (temporary address). Starting in September 2019, the City is working with the County to take over addressing in the ETJ (*Extraterritorial Area*)

	This Month	2020 Total	2021 Total
Permanent / Temporary Addresses: <i>*Includes Master Subdivision Addresses</i>	0	151	34

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)

May 2021

ArcGIS Enterprise Server (Update):

2021 Parcel Project (Update): Due to a breakdown in the transmission of new Subdivision data to the GIS division, the 2021 Parcel Project has had to be extended. The GIS division is working on adding in the missing Subdivision data into the GIS, so it can be use as part of the spatial corrections of the County's parcel data. Completion date has been extended to July, excluding major shifts in division priorities.

General Service Demos: After the April 23rd meeting with ESRI, the GIS divisions started working on demos for a follow-up meeting in June with General Services. The ERSI Apps that the GIS division are going to demo are QuickCapture and Survey123. Both demos will relate to the Storm Water system and are the first steps towards providing additional tools to different departments.

Commissioner District Map: Updated maps and distributed May 13th

2022 NSRS Modernization: On May 20th, the GIS division had a meeting with Rob and Alan from BHI out of ABQ. The meeting was to discuss what steps the City of Hobbs would need to complete to be prepared for the 2022 Datum Shift. The primary takeaway from the meeting was that there is not really enough information to start preparing for the 2022 modernization. Notes were provided to the Engineering Department with the information provided by BHI.



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

County MSAG Update: On May 25th, the GIS division received a request from Carrie Sandoval with the Bureau of Elections in Lovington asking for an updated copy of our MSAG. It turned out that the GIS division had provided the Bureau of Elections a copy of our MSAG in 2017 and they were needing to update the County's data. However, due to constant expansion of the City of Hobbs road network the data provided on May 26th is only somewhat up to date. The GIS division has plans to try to full update the MSAG in June or July for a second update to the County.

PLANNING DEPARTMENT:

May 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:

May - The City Commission reviewed and considered the following:

- Approved Resolution No. 7048 - Approving the Final Plan for Meadows Subdivision, Unit IV, as Recommended by the Planning Board.
- Approved Resolution No. 7049 – Supporting an Affordable Housing Program (AHP) Application to the Federal Home Loan Bank of Dallas by Chelsea Investment Corporation to Acquire and Rehabilitate Woodleaf Apartments and Declaring that the Project Supports the City's Community Revitalization Efforts.

Planning Board Summary:

May - The Planning Board reviewed and considered action on 5 items:

- Review and Consider Proposed Vacation & Replat of property located in the Extra-Territorial Jurisdiction within the Airbase City Subdivision.
- Review and Consider Front Yard Setback Variance as submitted by property owner for property located at 1001 W. Hollis Drive.
- Review and Consider FY 2021-2022 Market Rate Multi-Family & Single Family Housing Municipal Infrastructure Reimbursement Incentive & Public Participation Infrastructure Extension Development Agreement Policy.
- Review and Consider Final Plat Approval for Zia Crossing Unit 8, as presented by property owner, Black Gold Estates.
- Review and Consider proposed variance from MC 15.20 for property located at 305 E. Sanger



**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
May 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

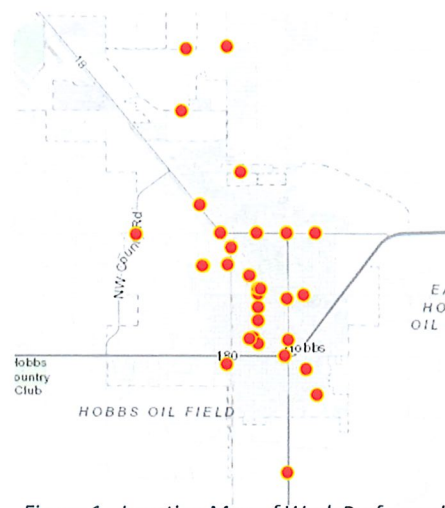
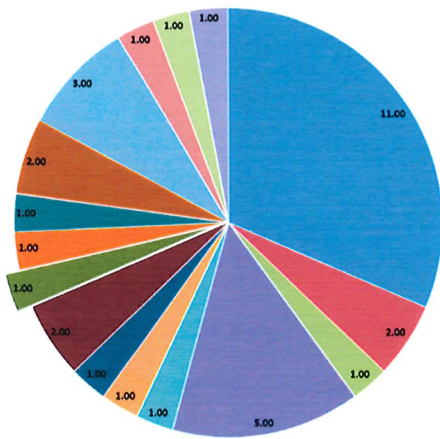


Figure 1 - Location Map of Work Performed

- | | | | |
|-----------------------------------|-----------------------------|--------------------------|-----------------------------------|
| ■ Sign Install / Replace = 11 | ■ Line Spot Hours = 2 | ■ LED Module Replace = 1 | ■ New St. Name Sign Installed = 5 |
| ■ Pole Straighten / Re-bolted = 1 | ■ Pole & Anchor Replace = 1 | ■ Call Out Hours = 1 | ■ Visor Replace = 2 |
| ■ Power Outage Affected = 1 | ■ Call Outs = 1 | ■ Assit Other Dept = 1 | ■ Camera Replace = 2 |
| ■ Repair Communication = 3 | ■ School Zone Repaired = 1 | ■ Work Order = 1 | ■ Cabinet Clean / Inspected = 1 |

Major Damage:

- No damage this month Thank you Jesus.



COMMUNICATIONS DEPARTMENT
Monthly Report
May 2021
Submitted June 15, 2021

PRESS/MEDIA ACTIONS

The Communications Department distributed the following press releases and PSAs:

- Water Conservation Period – first week of May
- Memorial Day closure notice 5/28/21
- Severe weather notices
- New Commissioner for District 1: Finn Smith
- Hobbs Senior Center reopened

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.

- Coverage of ERAP (Emergency Rental Assistance Program)
 - Radio commercials running
 - Multiple social media posts and stories
 - Newspaper ads running
 - Live and recorded interviews
 - Flyer placed in water bill
- HPD Female Officer Recruitment
 - Recording and production of video and commercial
 - Facebook event established
 - Promotional cards designed and printed

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

Monthly Report

May 2021

Submitted June 15, 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

- Animal Spaying and Neutering
- Lifeguard Recruitment
- ATK Try It Til You Find It
- ATK STEM Program
- Parks and Rec Department New Location
- NMJC Western Heritage
- Convenience Centers Info
- PSA Handwashing Hero
- COVID PSA Eng-Hello
- Animal Adoption Feral Cat
- Hobbs Express with #2014-01
- Legal IF-Meghan 1 Generic
- HPL New Hours
- HPD Recruitment ad
- COVID PSA Eng-Hello
- Animal Adoption Feral Cat
- HR Summer Seasonals Hiring
- HPL Summer Reading Ends
- Summer 2021
- NMJC Summer Fall 2021
- Waste Management Free Pickups PSA
- COVID Vaccination Info
- HPL Curbside Option
- COVID PSA English-Spanish Contact
- HFD CPR
- FlyHobbs Daily Flights
- FlyHobbs Daily Flights in Spanish
- MVD Reopens
- Handwashing Hero PSA
- Toss It in the Bin
- United Way Feeding Families
- Water Conservation Period
- COVID Vaccine Information ends July 10

CONVENTION VISITORS BUREAU MAIN FOCUSES

- Smart Selection for NMTD grant
- Review of Hobbs CVB duties and activities
- Reorganization of division

LISTED EVENTS

- 2022 Mobetta Gold Tournament 2022 – exact date TBD

COMMUNICATIONS DEPARTMENT
Monthly Report
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SOCIAL MEDIA INSIGHTS



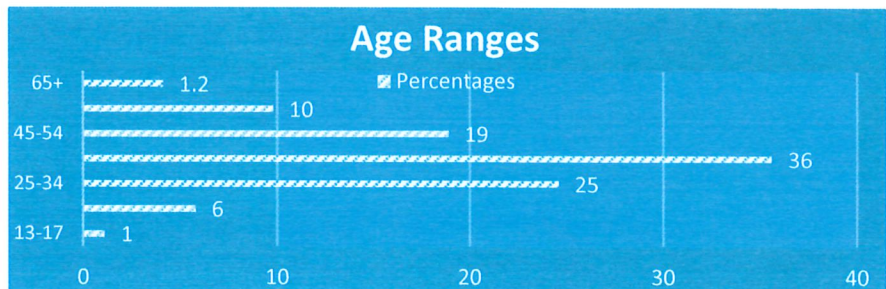
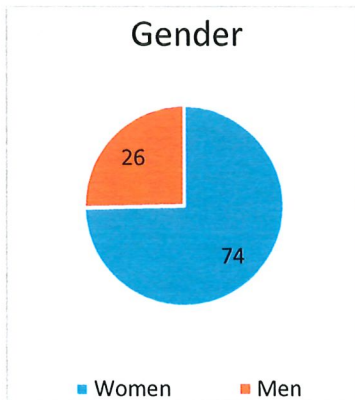
Facebook

Page Views	Post Reach (people reached)	Post Engagement	Page Likes
10% decrease (885 total)	8% decrease (14,876 total)	34% decrease (3,450 total)	32% increase (41 new)



Instagram

Reach	Followers	Profile Visits	Interactions	Impressions
903 (27.2% decrease)	1,809 (1% increase)	12 (64.8% decrease)	73 (82.9% decrease)	617 (15.8% decrease)





COMMUNICATIONS DEPARTMENT
Monthly Report
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Submitted June 15, 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 and serves as Public Image Chair on the Board
- Director serves on the Rotary Club Board and attends monthly meetings (virtual for the time being, currently serving on the Virtual Meeting Committee)
- Attended numerous webinars
- Numerous notices for different departments and locations
- Website monitoring and updates communicated with IT Web Master
- Coordinated COVID-19 webpage updates with IT Web Master at hobbsnm.org/update
- Regular invoicing and budgeting, including gathering quotes, processing payment, etc.
- Attended Commission Meetings
- Regular cleaning and sanitizing of office areas to comply with CSPs
- Photos and video ops
- Post employee milestone photos to social media accounts
- Online municipal employee trainings
- Spanish lessons
- Collection and presentation of Cantril Survey results
- Assist coordination of Employee Appreciation Picnic 5/5/21
- Social Media Policy review with Senior Center staff members
- Aquatics Facilities Feasibility survey designed
- Kids Fire Camp ad for HFD
- Hobbs High School class of 2021 graduates ad in Hobbs News-Sun
- Budget Work Session 5/3/21
- Director is assisting with marketing duties of the CORE until new Marketing Coordinator position is filled



COMMUNICATIONS DEPARTMENT
Monthly Report
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Livestreamed City Commission Meetings for May 2021

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

	Viewers	Total Number of Viewers	Total Minutes
Recorded Viewers	71.3%	400	2,643
Live Viewers	28.7%	161	2,799
Total	100%	561	5,442

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

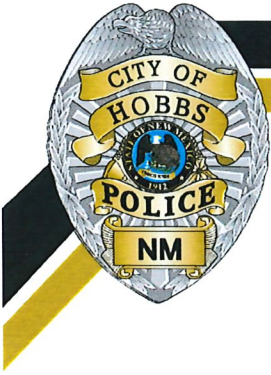
CITY OF HOBBS BUILDING DIVISION**Total Type of Construction**

May-21

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

Commercial		<u># of PERMITS</u>	<u>VALUATION</u>	<u>FEES</u>
COMM MECHANICAL	Commercial	7	\$10,500.00	\$513.50
COMM PLUMBING	Commercial	10	\$15,000.00	\$538.00
COMMERCIAL ELECTRICAL	Commercial	12	\$18,000.00	\$2,063.00
COMMERCIAL RAMPS	Commercial	1	\$4,500.00	\$40.00
COMMERCIAL REMODEL	Commercial	2	\$30,000.00	\$288.00
COMMERCIAL RE-ROOFING	Commercial	1	\$19,800.00	\$120.00
COMMERCIAL SIGN	Commercial	2	\$5,000.00	\$60.00
COMMERCIAL TOWERS	Commercial	1	\$10,325.00	\$144.00
INDUSTRIAL EXCAVATION	Commercial	7	\$1,500.00	\$127.00
NEW COMMERCIAL	Commercial	1	\$702,000.00	\$1,322.40
		44	\$816,625.00	\$5,215.90

Residential		<u># of PERMITS</u>	<u>VALUATION</u>	<u>FEES</u>
RES MECHANICAL	Residential	38	\$57,000.00	\$2,500.00
RES PLUMBING	Residential	41	\$61,500.00	\$2,004.00
RES SEWER TAP & EXCAVATION	Residential	10	\$15,000.00	\$2,870.00
RESIDENTIAL ADDITION	Residential	4	\$109,065.00	\$544.00
RESIDENTIAL CARPORT	Residential	2	\$14,000.00	\$138.00
RESIDENTIAL CURB CUTS	Residential	3	\$2,780.00	\$50.00
RESIDENTIAL DEMOLITION	Residential	2	\$1,880.00	\$40.00
RESIDENTIAL DRIVEWAY	Residential	1	\$2,500.00	\$20.00
RESIDENTIAL ELECTRICAL	Residential	46	\$67,500.00	\$3,448.00
RESIDENTIAL FENCE	Residential	10	\$30,500.00	\$100.00
RESIDENTIAL REMODEL	Residential	19	\$189,162.00	\$1,420.00
RESIDENTIAL RE-ROOF	Residential	19	\$131,443.00	\$1,280.00
RESIDENTIAL SINGLE FAMILY	Residential	13	\$3,748,300.00	\$7,820.00
RESIDENTIAL STORAGE	Residential	4	\$296,800.00	\$1,196.00
RESIDENTIAL SWIMMING POOL	Residential	3	\$302,553.00	\$1,080.00
		215	\$5,029,983.00	\$24,510.00



HOBBS POLICE DEPARTMENT

6/2/2021

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

From: Code Enforcement Superintendent Arthur De La Cruz

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

CODE ENFORCEMENT NUMBERS FOR May 2021

Code warnings	94
Code citations	19
Code complaints	146
Animal warnings	18
Animal complaints	103
Animal citations	15

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
City Manager's Monthly Report
May 2021**

May-21

	Cats	Dogs
Intakes:		
Dead on Arrival	14	8
Stray	260	183
Transfer		1
Unwanted	17	49
Low Cost	28	39
Quarantine	2	10

Total	321	290
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Disposition:		
Adopted	48	44
Died at Facility	18	7
Dead on Arrival	14	5
Escape trap		
Euthanized	72	41
Rescued	56	115
Return Owner	3	45
Low Cost	27	39

Total	238	296
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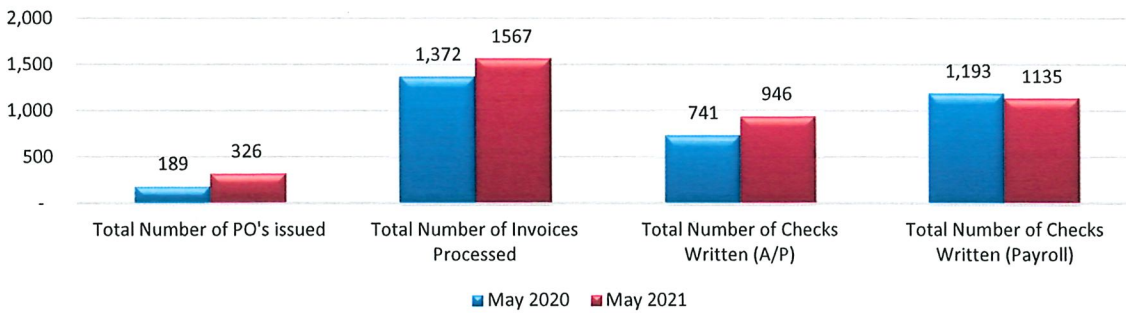
**Monthly Measurement
Finance Department
Fiscal Year 2021**

Cash Statistics	May 2020	May 2021
Beginning Cash Balance	\$ 143,794,335	145,497,154
Monthly Cash In (Revenue - all funds)	\$ 9,026,243	9,028,467
Monthly Cash Out (Expenditures - all funds)	\$ 7,601,598	8,366,969
Ending Cash Balance	\$ 145,218,981	146,158,652

Finance Transaction Statistics

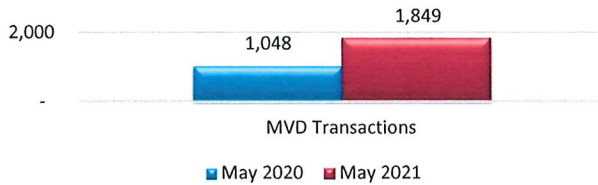
	May 2020	May 2021		
Total Number of PO's issued	189	326	daily average	16.30
Total Number of Invoices Processed	1,372	1,567	daily average	78.35
Total Number of Checks Written (A/P)	741	946	weekly average	236.50
Total Number of Checks Written (Payroll)	1,193	1,135	bi-weekly average	567.50

Financial Transaction Averages

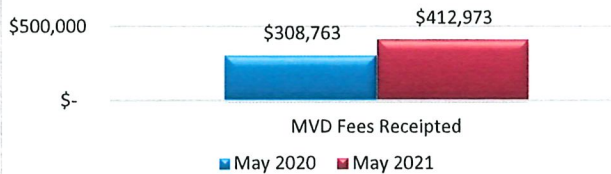


MVD Statistics	May 2020	May 2021		
MVD Transactions	1,048	1,849	daily average	92.45
MVD Fees Received	\$ 308,763	\$ 412,973	daily average	\$ 20,648.66

MVD Transaction Averages



MVD Fees Received



FIRE SUPPRESSION/PREVENTION

May 2021

ALARMS

Alarms (City)	100
Alarms (County)	21
Total Alarms	121

ZONES

Zone 1 (NW City)	31	Zone 5 (NW County)	8
Zone 2 (NE City)	31	Zone 6 (NE County)	4
Zone 3 (SE City)	29	Zone 7 (SE County)	6
Zone 4 (SW City)	9	Zone 8 (SW County)	2
Out of District 1			

TURNOUT TIMES (Dispatch to Enroute)

Station 1	1:11
Station 2	1:30
Station 3	1:06
Station 4	1:01
Average	1:12

AVERAGE RESPONSE TIME (Dispatch to Arrival)

Station 1	5:03
Station 2	5:37
Station 3	5:39
Station 4	8:48
Average	6:16

PREVENTION PROGRAMS

Fire Investigations	4
Fire/Safety Inspections	47
Smoke Detectors Installed	9
Public Education Activities	5
Plan Reviews	4
Burn Permits Issued	4

FIRE RESPONSE BY STATION

Station 1	44
Station 2	37
Station 3	29
Station 4	11

MOST COMMON DAY/TIME

Saturday (1500 - 1559 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	738
EMS Training	146

EMERGENCY MEDICAL SERVICES

May 2021

EMS RUN BREAKDOWN

City Response	671
County Response	53
Total Responses	724

ZONES

Zone 1 (NW City)	289	Zone 5 (NW County)	15
Zone 2 (NE City)	109	Zone 6 (NE County)	20
Zone 3 (SE City)	149	Zone 7 (SE County)	7
Zone 4 (SW City)	124	Zone 8 (SW County)	11

AVERAGE RUN TIMES

Enroute:	2:00
At Scene:	5:14
To Destination:	26:31
Back in Service:	33:50

MOST COMMON DAY/TIME

Saturday – 121 calls for service

Saturday – 25 calls from 12:00 – 14:59 hours

MOST COMMON COMPLAINT

Transfer/Interfacility/Palliative Care - 58

OUT OF TOWN TRANSFERS

Lubbock	32
Midland	0
Odessa	1
Roswell	5
Carlsbad	6
Airport	44

CARDIAC ARREST RESPONSES

Cardiac Arrest	12
ROSC	0

ROSC = Return of Spontaneous Circulation

EMS BILLING

Collected	\$92,885.59
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Highlights for the month of May

- Haz Mat Technician refresher held at Station 1 for all HFD Haz Mat Technicians
- IFSAC Haz Mat Chemistry class hosted by HFD; attended by personnel from different departments within the State of NM.
- Vehicle Extrication refresher conducted for all shift personnel; hands-on training took place at Hobbs Iron & Metal
- Emergency Medical Services Week (May 16 – 22)

May 2021 General Services – Building Maintenance

Work performed by City Carpenters

3	Door replaced
7	Ceiling tile replaced
8	Door lock repaired
27	Roof inspections
4	Walls repaired
6	Roof repaired
3	Moved furniture
2	Building repairs
62	Work orders

Location of work performed

11	City Hall
3	Police Department
5	Senior Center
5	Del Norte
9	Library
10	Municipal Court
1	MVD
13	Animal Adoption
10	CORE

Break down of work performed by the Electricians

10	Light repairs
41	AC repairs
15	General electrical work
10	CORE work
10	Nonelectrical work

Location of work performed

10	CORE
15	Library
10	City hall
3	Annex
4	PD
6	Fire stations
11	DA building
10	Parks
4	Teen center
8	AAC
1	State police
1	Municipal Court
1	Crime Lab
2	Hobbs Express

May - 2021

General Services - Garage

In May - 2021 The City Garage had a total of 166 Repair Orders/Invoices. Of the 166 R.O./Invoices, 90 were repaired in house and 76 were out sourced. The monthly total outlay for the garage as well as subcontracted parts and labor totaled \$ 57,704.55 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	3	2	19.98	170.00	1,492.28	2,348.40	4,030.66
Instrument/Gauge	2	2	0.00	204.00	339.51	0.00	543.51
Complete Wash	3	1	0.00	272.00	5.40	90.00	367.40
Filters	1	8	0.00	34.00	649.06	35.00	718.06
Service Calls	18	0	0.00	1,802.00	0.00	0.00	1,802.00
Miscellaneous Maintenance	27	11	399.39	1,632.80	1,453.22	1,749.50	5,234.91
Brakes	2	6	0.00	102.00	2,402.07	1,604.80	4,108.87
Steering/Suspension	0	0	0.00	0.00	0.00	0.00	0.00
Tires	12	23	1,884.00	714.00	1,768.72	1,198.95	5,565.67
Transmission	1	1	115.00	102.00	1,990.02	1,116.00	3,323.02
Charging System	5	11	0.00	272.00	1,907.18	1,234.50	3,413.68
Lighting	1	0	2.50	34.00	0.00	0.00	36.50
Preventive Maintenance	12	7	1,073.32	748.00	662.65	0.00	2,483.97
Sweeper Brooms	2	0	400.00	102.00	0.00	0.00	502.00
Exhaust	0	0	0.00	0.00	0.00	0.00	0.00
Engine	0	0	0.00	0.00	0.00	0.00	0.00
Hydraulics	1	1	100.00	17.00	102.40	0.00	219.40
Accident Repair	0	2	0.00	0.00	15,804.85	9,550.05	25,354.90
Safety Recall	0	0	0.00	0.00	0.00	0.00	0.00
Warranty	0	1	0.00	0.00	0.00	0.00	0.00
Monthly Total	90	76	3,994.19	6,205.80	28,577.36	18,927.20	57,704.55

	# of R.O./Inv	Parts	Labor	Total
City Garage	90	3,994.19	6,205.80	10,199.99
Vendor	76	28,577.36	18,927.20	47,504.56
	166	32,571.55	25,133.00	57,704.55



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

Recruitment:	May 2020	May 2021
• Applications Received/Reviewed	63	269
• New Hires	2	43 (seasonal)
• Re-Hires	2	38 (seasonal)
• Transfers/Promotions/Demotions	4	14

Personnel Actions:	May 2020	May 2021
• Performance Reviews	47	16
• Retirements	2	1
• Terminations	5	20
• Other(certs, shift moves)	10	0
• Educational Incentives	--	4

New Position Postings in May:

ANIMAL SHELTER ASSISTANT ATTENDANT	GOLF COURSE MAINT WKR
BUILDING INSPECTOR	SEA. GOLF COURSE MAINT. WORKER
CORE FITNESS SPECIALIST	OUTREACH WORKER
CORE SPORTS SPECIALISTS	IPRA COORDINATOR
MARKETING COORDINATOR	RECORDS TECHNICIAN
POOL MANAGER	SPORTS FIELD MAINT WKR
LEAD BUILDING MAINTENANCE SPECIALIST	SPORTS FIELD SPV
SEASONAL GOLF SHOP CLERK	TEEN REC WORKER
GOLF COURSE LEAD WKR	WW CONTROL OPERATOR

Safety Skills Training:

- Slips Trips and Falls

Team Involvement:

- Tracy South completed a three day virtual IPMA class
- HR Team created a new radio ad for recruitment
- Nicholas Goulet participated in City Manager contract negotiations

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 May, 2021

- 83 Request for service
- 80 Completed
- 0 Bulletin Board related
- 2 Camera related
- 12 Email related
- 21 hardware related
- 3 internet related
- 3 network related
- 5 password resets
- 1 phone related
- 0 radio related
- 5 projects related
- 14 software related
- 15 User Setup
- 2 webpage related
- 0 other

Special accomplishments:

- Built and/or installed 1 new computer.
- Configured new KACE computer management server.
- Built new template for 2019 server.
- Added RECAPTCHA cyber security protocol to webmail.



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

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

- ❖ Hobbs City Commission – Efren Cortez (5/3 and 5/10); Valerie Chacon (5/17)
- ❖ Cemetery Board – (N/A)
- ❖ Community Affairs Board – Rocio Ocano (5/11)
- ❖ Library Board – Rocio Ocano (5/4)
- ❖ Lodger's Tax Board – (N/A)
- ❖ Planning Board – Valerie Chacon (5/18)
- ❖ 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	6
❖ Agenda Items drafted	6
❖ Resolutions Drafted	6

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	10
❖ Contract Review	24
❖ IPRA Review	3

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 May 2021, the litigation activity of the City Attorney's Office is as follows:

❖ Pretrial Release Hearings:	0
❖ Probation Violations:	1
❖ Pretrials (Pro Se):	103
❖ Pretrials (Attorney):	42
❖ Trials:	56
❖ Dangerous Dogs/Petitions:	1
❖ DWI Cases:	14
❖ Appeals in District Court:	1
❖ Pleadings:	181
❖ Condemnation Reviews	0
❖ Property Acquisition Reviews	1
❖ Property Document Reviews	0

❖ Property Correspondence	0
❖ Foreclosures Filed	0
❖ Property Liens Filed	3
❖ Civil ADR:	1
❖ Demand Letters:	1
❖ Misc. Hearings (Mun./Dist./Fed.):	3
❖ Trainings:	1
❖ Witness Interviews:	2
❖ In-office consultations:	16
❖ Discovery Submissions:	1
❖ Letters/Correspondence:	690

Areas of Notoriety:

- ❖ Deputy City Attorney conducted a two-day training for the Hobbs Police Department.
- ❖ The City Attorney's Office assisted the City of Hobbs Labor Management Relations Board in meeting all criteria and requirements to remain an active local labor board.

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

May, 2021

Hobbs Public Library

CIRCULATION: **4,757**

CIRCULATION BY MATERIAL TYPE:

Books and Periodicals	2,806
Audio Books & Music	225
DVDs	1,159
E-Books/E-Audio (OverDrive & Gale)	567

CIRCULATION BY PATRON TYPE:

Adult	2,608
Juvenile	569
Senior Citizen	979
Used in Library	601

Total Children's Items Circulated **1,686**

Total Adult Items Circulated **3,071**

CIRCULATION WITH OTHER LIBRARIES:

	Borrowed	Loaned
Interlibrary Loans	1	0
ELIN Loans	16	6

Patron Visits 2451

Overdue Notices Sent 227

PROGRAMS & PUBLIC SERVICES:

Passive Programs Provided	6
Passive Programming Participation	524
Facebook Post Reach	1456
Meeting Room Use	11

Web Site Usage 3393

HPL Database Usage 336

Reference Questions 122

Public Computer Use 374

Board Games 0

PATRON PROFILES:

Adult	17,176
Juvenile (Under 18 Years)	3,865
Senior Citizens (62+ Years)	2,631
Temp ELIN	2,209
Total Active Borrowers	25,881

RECEIPTS:

Materials Paid For	\$35.15
Fines & Fees	\$450.79
Copy Machine & Public Printouts	\$402.07
Total	\$888.01

Library Patrons Added This Month 29

ITEMS ADDED:

Total Items Added	651
Items Weeded	638

HOLDINGS:

Total Library Holdings 153,319

City Manager's Report
Municipal Court - May 2021

Monthly Cases:

Traffic Citations	428
Misdemeanor Citations	18
Environmental Citations	18
Fire Code Violations	0
AGG. DWI	5
DWI – 1 ST	<u>3</u>
Total	472

Courtroom Activity:

Video Arraignments (Jail)	80
Court Appearances – A.M.	26
Court Appearances- P.M.	115
Virtual Court	8
Pretrial Court Appearances – A.M.	35
Pretrial Court Appearances – P.M.	31
Attorney Pretrial	22
Trial/Change of Plea Cases	<u>30</u>
Total	347

Other Activity:

Summons issued	481
Warrants issued	<u>147</u>
Total	628

Fines/Fees Assessed:

Fines	\$59,435
Penalty Assessment Fee	3,390
Automation Fee	2,328
Judicial Education Fee	1,164
Correction Fee	7,760
DWI Prevention Fee	600
DWI Lab Fee	680
Copies/Misc. Fee	<u>0</u>
Total	\$75,357.00

Fines/Fees Collected:

Fines	\$41,484.50
Penalty Assessment Fee	4,415
Automation Fee	3,172
Judicial Education Fee	1,579
Correction Fee	10,593
DWI Prevention Fee	376
DWI Lab Fee	202
Copies/Misc. Fee	0.00
Restitution	<u>0.00</u>
Total	\$61,821.50

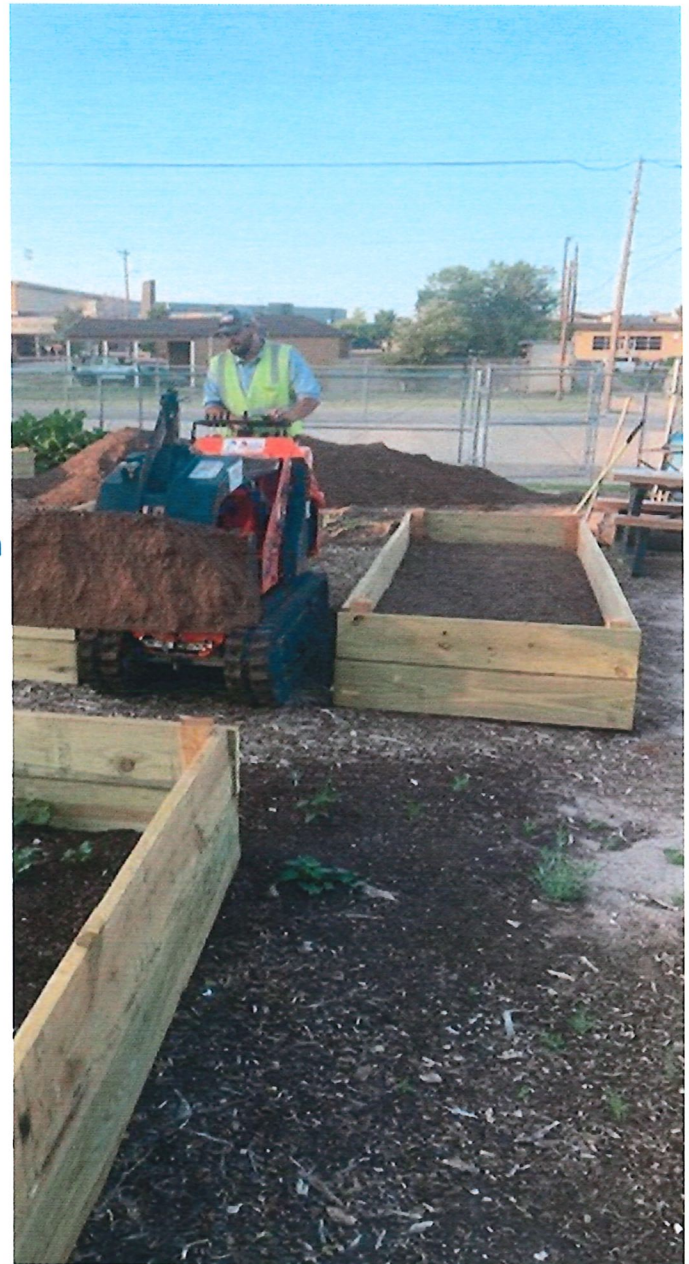
City Manager – May Report

2021

-
1. Eighteen raised beds completed at Community Gardens partnering with Lea County Master Gardener's group
 2. USGA completed course assessment at Rockwind
 3. Golf course completed deep aerification on holes 6, 7 & 14 with new sandmaster
 4. Three fires along Health-walk damaged, turf, trees and shrubs
 5. New landscaping project completed at Senior Center
 6. POSD assisted with Commission Calderon Cleanup Event
 7. Cemeteries had 12 interments; poured 16 foundations
 8. Everglade Cemetery Block Wall project underway
 9. Prairie Haven Memorial Park begin irrigation improvements
 10. POSD installed HHS Graduate Banners
-

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 - May 2021**

Divisions

CORE
 Senior Center
 Recreation

Rockwind Clubhouse
 Teen Center

CORE

Now that all of the major amenities in the CORE are open once again, there has been a big spike in both participation and revenue. The CORE is still operating at 50% of capacity as mandated by the current Public Health Order with a total capacity at this time of 1,383. A large increase was seen in the number of Day Passes sold during May vs. April (4,113 vs. 1,723). May's participation also increased by nearly 4,000 compared to April, and revenue increased by \$18,000. Facility Rentals were reinstated in May and staff is receiving requests daily. In June, the CORE will begin offering sports programming again.

Revenue and Participation

Fitness Unlimited (incl. Fit. Unlim. Passes)	45
Day Passes Sold	4,113
Week Passes Sold	9
Month Passes Sold	79
Annual Membership Attendance	893
Monthly Membership Attendance	15,129
Month-to-Month Pass Attendance	1,374
Swim Lessons - Sessions	-
Swim Team Members	60
Wellness Pool	300
kidWATCH	556
kidFIT	496
Group Classes (ie: Yoga Fit, UrbanKick, Senior Fit, Power Ride, Power Cuts, Masters Swimming etc.)	213
Special Events (ie: Easter Egg Dive, Spooktacular,	
Total Participants & Visits	23,267

Total Revenue	\$88,695.02
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Membership Recap

There were 25 tours that had a total of 55 participants. There were a total of 225 new memberships resulting in a total of 1,493 memberships. Currently, there are a total of 4,759 members who have either an annual or a monthly (recurring) membership.

Member Visits	17,396
Guest Visits	4,256
Classes	Approximately 258 Participants
Programming	-
Tour Participants	55

Memberships Sold in Month	225
Membership Counts	
Family Memberships	943
Individual Memberships	550
Total Memberships	1493
Members	4209
Total Individual Members	4,759

Private Rentals	9 Facility Rentals from May 1 to May 31, 2021 with \$ 1,100 in revenue including deposits for future events through August 2020
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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 May 2021:

Meals:	Meal Donations Received:	
May 2021 Grab N Go Meals	2,096	\$2,214.77
May 2021 Home Delivered Meals Served	1,928	\$1,484.00
<u>May 2021 Frozen Meals Delivered</u>	<u>182</u>	<u>\$ ---</u>
Totals	4,206	\$3,698.77

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 May, a total of 182 frozen meals were distributed.

The Hobbs Senior Center served a total of 393 individual Senior Citizens a total of 4,206 meals for the month of May. There was a total of 20 serving days in May resulting in an average total of 210 meals served per day.

Recreation

- Hiring of seasonal staff for the Summer Recess and Summer Sports programs is almost complete. Staff will be trained internally on job expectations, CPR/AED/First Aid, and CSP's.
- Registration began for all Summer Programs to include Summer Sports, Summer Recess, Swim Lessons and Summer Art Classes.
- Once seasonal supervisory staff are in place, they will begin to plan the activities for their respective programs while assisting with interviews and hiring.
- Summer 2021 was set to begin on Friday, May 28, with the first Movies Under the Stars event of the summer. However, weather conditions prevented the event from occurring as staff cancelled the event when severe weather got within 11 miles of the site. Staff will look at rescheduling the event.

Aquatics

- Offseason projects continue at the seasonal aquatic facilities. The water slides at the CORE were repaired, as were the Defender units (filters).
- Aquatics Coordinators continue to conduct lifeguard training classes, and the hiring process for both Seasonal and CORE Lifeguards continues.
- All Seasonal Pools and Splash Pads passed State inspections and are approved to open.
- Splash Pad Preview Weekend and opening weekend for Seasonal Pools were successful. The CORE had more than 1,500 aquatics participants during the Memorial Day weekend.

Rockwind Community Links Clubhouse

May was a busy one for Rockwind Community Links. In fact, it was the busiest May the course has seen in the last four years. The number of rounds and revenue both increased compared to May 2020. Rockwind hosted five tournaments during the month: junior varsity tournaments (2), varsity tournament (1), Rockwind hosted event/Rockwind Anniversary Shootout (1), and a fundraising tournament (1). The number of rounds for the Rockwind and fundraising events totaled 360. The Thursday Night Scramble returned in May and resulted in a total of 93 rounds for the month. Hard good sales realized the highest monthly total seen during the last two years.

Department	Dept Code	Qty	Retail Value	Discount	Pre-Tax Value	Cost Of Goods	Tax TTL	Extension
Golf Equipment Rentals	31432	80	\$390.32	\$0.00	\$390.32	\$0.00	\$19.68	\$410.00
Driving Range	31430	564	\$2,954.11	\$0.00	\$2,954.11	\$0.00	\$149.39	\$3,103.50
Golf Cart Rental Fees	31431	1868	\$25,831.19	\$0.00	\$25,831.19	\$0.00	\$1,303.57	\$27,134.76
Green Fees	99999	2432	\$27,690.85	\$0.00	\$27,690.85	\$0.00	\$1,402.09	\$29,092.94
Hard Goods Sales	31410	709	\$32,181.28	(\$909.94)	\$31,271.34	\$22,445.90	\$1,563.94	\$32,835.28
Membership Fees	31420	1	\$571.42	\$0.00	\$571.42	\$0.00	\$28.58	\$600.00
Soft Goods Sales	31401	567	\$13,635.85	(\$625.69)	\$13,010.16	\$7,791.37	\$651.52	\$13,661.68
Food & Beverage	31441	185	\$328.46	(\$22.82)	\$305.64	\$110.00	\$16.36	\$322.00
Totals for Revenue		6406	\$103,583.48	(\$1,558.45)	\$102,025.03	\$30,347.27	\$5,135.13	\$107,160.16
Grand Total:		6406	\$ 103,583.48	\$ (1,558.45)	\$102,025.03	\$ 30,347.27	\$ 5,135.13	\$ 107,160.16

KEY PERFORMANCE INDICATORS

	<u>Apr-21</u>
Total Pre-Tax Revenue	\$78,680.09
Total Rounds	1896
Avg Green Fee plus Cart Fee per Round	\$22.90
Total Merchandise Sales	\$32,586.05
Merchandise Sales Per Round	\$17.19
F&B Sales Per Round	\$ 0.13
COGS Hard Goods	71%
COGS Soft Goods	60%
COGS F&B	42%
Rounds w/Carts	72%
Total Revenue per Round	\$ 41.50

GREEN FEE BREAKDOWN

EZLinks Prepaid	0
GolfNow Prepaid	0
Summary for EZLinks Prepaid	<u>0</u>
Player's Pass 18 Walk	231
Summary for Player's Pass	<u>231</u>
Li'l Rock Adult Resident	257
Li'l Rock Adult Non-Resident	0
Li'l Rock Jr. Comp w/Adult	11
Li'l Rock Junior Resident	0
Li'l Rock Junior Non Resident	2
Li'l Rock Replay	2
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>272</u>
Public 18	163
Public 9	9
Public Junior	13
Public Senior	41
Public Twilight	25
Public Replay	0
Specials	0
Youth on Course	0
PGA/GCSAA COMP	1
Summary for Public	<u>252</u>
Punch Pass	33
Summary for Punch Pass	<u>33</u>
Rain Check	5
Summary for Rain Check	<u>5</u>
Resident 18	760
Resident Junior	9
Resident Senior 18	291
League Fee	93
Complimentary Round	25
Resident Twilight	290
Team Practice Round	21
Resident 9	127
Marshal/Team Green Fee	13
Resident Replay	8
Summary for Resident	<u>1637</u>
Tournament Fees	1
Summary for Tournament - Public	<u>2</u>
Grand Total:	2432

Teen Center

- Teen Center hours of operation expanded with the addition of new staff.
- Teen Center staff is preparing for a very busy summer with the Teen Center having been closed since March 2019.
- The City of Hobbs Art Classes have begun once again and have relocated to the Teen Center from the Senior Center. Adult classes were initially offered and there are several youth classes that are being offered during Summer 2021.



HOBBS POLICE DEPARTMENT

June 10, 2021

To: Jeff Moyers, Captain of Agency Support

From: Lorena Brito, Records Administrator

Re: HPD May 2021 Stats

	TOTAL	TOTAL	%CHNG	Year to Date	Year to Date	%CHNG
May 2020/2021	RPTS	RPTS		2020	2021	
			2020/2021			
	2020	2021				
REPORTED CRIMES	455	397	-13%	2,194	1,841	-16%
CALLS FOR SERVICE	4620	4284	-7%	20,773	18,557	-11%
ARRESTS	269	232	-14%	1,525	1,185	-22%
MURDER	0	0	0%	1	1	0%
RAPE	3	4	33%	13	13	0%
ROBBERY	5	1	-80%	17	5	-71%
ASSAULTS AND BATTERY	84	89	6%	386	375	-3%
BURGLARY	84	37	-56%	280	185	-34%
LARCENY	40	44	10%	250	142	-43%
SHOPLIFTING	14	18	29%	167	186	11%
AUTO THEFT	12	19	58%	94	143	52%
ARSON	1	0	-100%	4	5	25%
FORGERY	1	0	-100%	1	1	0%
FRAUD	7	13	86%	51	29	-43%
EMBEZZLEMENT	2	3	50%	10	7	-30%
REC. STOLEN PROPERTY	0	2	100%	3	5	67%
VANDALISM	85	86	1%	335	299	-11%
WEAPONS OFFENSES	5	1	-80%	20	14	-30%
DOMESTIC VIOLENCE	37	55	49%	177	183	3%
ASSAULTS/BATTERY ON PO	8	3	-63%	31	33	6%
SHOOTING AT/FM MV OR DWELLING	1	4	300%	11	11	0%
CITATIONS ISSUED	1,352	645	-52%	6,101	4,214	-31%
DWI	15	18	20%	78	66	-15%
TRAFFIC CRASHES	55	107	95%	431	381	-12%

UTILITIES DEPARTMENT

WATER DEPARTMENT		2020		2021	
<u>CLASS</u>	<u>ACTIVE ACCOUNTS</u>	<u>Billed gallons April 2020</u>	<u>ACTIVE ACCOUNTS</u>	<u>Billed gallons April 2021</u>	
Residential	11,500	74,973,255	11,596	117,574,069	
Commercial	1,802	39,123,296	1,812	46,569,056	
City Accounts	215	6,184,888	210	16,810,719	
School Accounts	56	1,871,385	58	8,018,344	
Irrigation	249	3,106,043	258	9,452,721	
Unbilled Maintenance		1,650,000		1,500,000	
	13,822	126,908,867	13,934	199,924,909	

LABORATORY	May 2020	May 2021
Total Drinking Water Tests	49	47
Total Wastewater Tests	736	759
Liquid Waste Received (gallons)	358,435	304,504

WASTEWATER RECLAMATION FACILITY		
Influent (Million Gallons)	89.317	96.635
Effluent (Million Gallons)	85.764	90.158
Solids Removed (Dry Pounds)	*0	159,729

*No solids removed during 05/2020 due to no centrifuge run.

WATER PRODUCTION REPORT - MAY 2021

WATER PRODUCED

Total monthly water produced, million gallons	229,152,000
Total monthly water distributed, million gallons	210,386,000

CHLORINE

Monthly chlorine average residual, milligrams/liter	0.56
Monthly chlorine gas dosed to system (lbs)	1,721

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: Progressing with the installation of the New Well Flow Meters. Del Norte 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 & Harden January 2021. Drained and cleaning Hydro Reservoir April 2021. Xnyder Sand Vaults drained and inspected May 2021.

UTILITY MAINTENANCE MAY 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 MAY 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