



CITY MANAGER'S MONTHLY REPORT
FEBRUARY, 2020

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



Mayor

Sam D. Cobb

City Commission

- Marshall Newman – District 1
- Christopher Mills – District 2
- Patricia Taylor – 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
Erik Scramlin
Valerie Chacon

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.

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

Raymond Bonilla
Ben Maynes
Art DeLaCruz
Missy Funk

PARKS & OPEN SPACES DEPT.

POSD Director
Cemetery
Golf Course/Trail
Parks
Sports Fields

Bryan Wagner
Monica Mendoza
Matt Hughes
Wade Whitehead
Vacant

FINANCE DEPARTMENT

Finance Director
Assistant Finance Director
Motor Vehicle Dept.

Toby Spears
Deborah Corral
Irene De La Cruz

PARKS & RECREATION DEPT.

Parks & Recreation Director
CORE
Golf Course/PGA Prof.
Recreation
Senior Center

Doug McDaniel
Lyndsey Henderson
Steve Schoch
Michal Hughes
Angela Courter

FIRE DEPARTMENT

Fire Chief
Deputy Fire Chief

Manny Gomez
Barry Young

POLICE DEPARTMENT

Police Chief
Deputy Police Chief

John Ortolano
Brian Dunlap

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

February 2020

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

Participated in 5 conference call with Travelers Inc./assigned attorneys to review on-going claims.

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

Reviewed 10 Incident Reports from various city departments, associated police reports and video footage.

Reviewed and established 3 property damage claims on behalf of the City of Hobbs

Received and reviewed 3 Tort Notices.

Prepared various correspondence for the Mayor and City Manager.

Processed 1 Notary bond applications.

Scheduled 42 meetings for the Mayor and City Manager.

Prepared 2 proclamations for Mayor's office.

Reviewed and approved 1 Alcohol & Gaming Permit Applications.

Scheduled 18 meetings in staff meeting room.

Review and approve payroll timesheets.

Attended commission meetings February 3 and 18, 2020

Review, approve and post Library and Planning Board agendas.

Received and assisted 38 callers to Mayor/City Manager's office requesting assistance, general information/ filing complaint

Prepared agendas for and attended department head staff meetings on February 4, 11, 18 & 25, 2020.



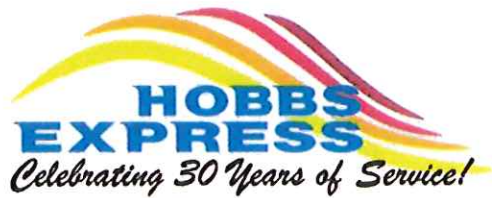
JAN FLETCHER, CMC
City Clerk

OFFICE OF THE CITY CLERK

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

**CLERK'S OFFICE MONTHLY REPORT
FEBRUARY 2020**

Business Registrations – New/Change of Owner	33
Business Registrations – Change of Address	9
Business Registrations - Renewals	99
Total Business Registration Activity for Month	988
Total Active Business Registrations as of 2/29/20	1,902
Firework Permits	0
Junk Yard Licenses	1
Liquor Licenses	0
Mobile Business Licenses	6
Pawnbrokers License	0
Secondhand Dealers License	0
Solicitor's Permits	0
Temporary Vendor's License	0
Cemetery Deeds Issued/Processed	35
Public Documents Notarized	175
Public Records Requests	34
Regular City Commission Meetings <small>2/3/20 and 2/18/20</small>	2
Special City Commission Meetings	0
City Commission Work Session/Closed Meetings	0
Notices of Potential Quorum <small>2/6/20, 2/7/20 and 2/13/20</small>	3
Resolutions and Ordinances Attested	9
Other Items Approved	3
Total Number of Transactions on Tyler Cashiering	410
Total Amount	\$348,057.23



Hobbs Express

Monthly Report - FEBRUARY 2020

Passenger Activity	<i>Prior Month</i>	<i>Reporting Month</i>
	Jan-20	Feb-20
No. of Elderly Passengers	544	434
No. of Non-Ambulatory Passengers	149	130
No. of Disabled Passengers	197	163
No. of Other Trips	4236	4057
Total Passenger Trips	5126	4784

Bus Route Trips	4614	4275
Rapid Line Trips	230	247
Total Bus Route Trips	4844	4522
Total Demand Response/Paratransit Trips	282	262
Total Passenger Trips	5126	4784

Vehicle Statistics	<i>Prior Month</i>	<i>Reporting Month</i>
	Jan-20	Feb-20
Total Vehicle Hours	902	775.75
Total Vehicle Miles	12,151	10,552

Revenue Collected	<i>Prior Month</i>	<i>Reporting Month</i>
	Jan-20	Feb-20
Total Fares Collected	\$4,116.72	\$2,537.62



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

ENGINEERING DEPARTMENT

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

Community Programs & Services:

Addressing Assignment: The City provides addressing for habitable structures (permanent address) and non-habitable (temporary address). Non-habitable structure could be a temporary power, water well, industrial plant (power sub-station) or tower. Starting in September the County as assumed the responsibility for addressing outside City Limits.

	Jan.	2019 Total	2020 Total
Permanent / Temporary Addresses: <i>*Includes Master Subdivision Addresses</i>	3	258	10

GIS-MAPPING DIVISION:

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

ArcGIS Enterprise Server (Update):

Geocoder: In February the GIS division begin work on new geocoders (locators) that will be used by the Portal, Tyler EAM, and MUNIS. While creating the new locators, the GIS division is working on procedure that cover the creation and updating of the locators, so that anyone in the division can update the locators, if required.

Lea County Parcel (Update): After completing the Lea County Parcel Project in January, the GIS division supplied Finance with the July 2019 parcel data for use in Central Properties. This is the first update to the parcel data within Central Properties in several years. From this point forward the GIS division will be providing Finance updated parcel info as soon as we can process the data provided by the County.

New GPS Hardware: On February 10th the GIS division received the Spectra Geospatial P20 (cm edition) handled GSP unit. The SP 20 is a high accuracy GNSS unit that runs Android. This unit will be used to develop user friendly ways for other depts. to collect and manage their own data.

Public FEMA Notifications: The GIS division completed the work of notifying the public about the changes to the flood plains in south Hobbs on February 7th. After all the letters were sent, Pettigrew was notified so that they can finalize their work on the flood plain changes.



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

PLANNING DEPARTMENT:

The following is a summary of the historical growth statistics.
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City of Hobbs Growth Statistics

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

City Commission Planning Summary:

February

The City Commission approved 2 Development Agreements allocating \$80 thousand towards infrastructure development. Approved a Resolution authorizing a Letter of Financial Support for a proposed LIHTC project located at NE of the intersection of Berry and Grimes for an amount not to exceed \$1,325,000.00

Planning Board Summary:

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

- Masterplan Review of Ranchview Estates (reviewed)
- Proposed Issuance of Multi-Family Housing Bonds and Letter of Support for HW Development (recommended Commission approval)



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

TRAFFIC DIVISION:

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

Total 1,296 tracked intersections

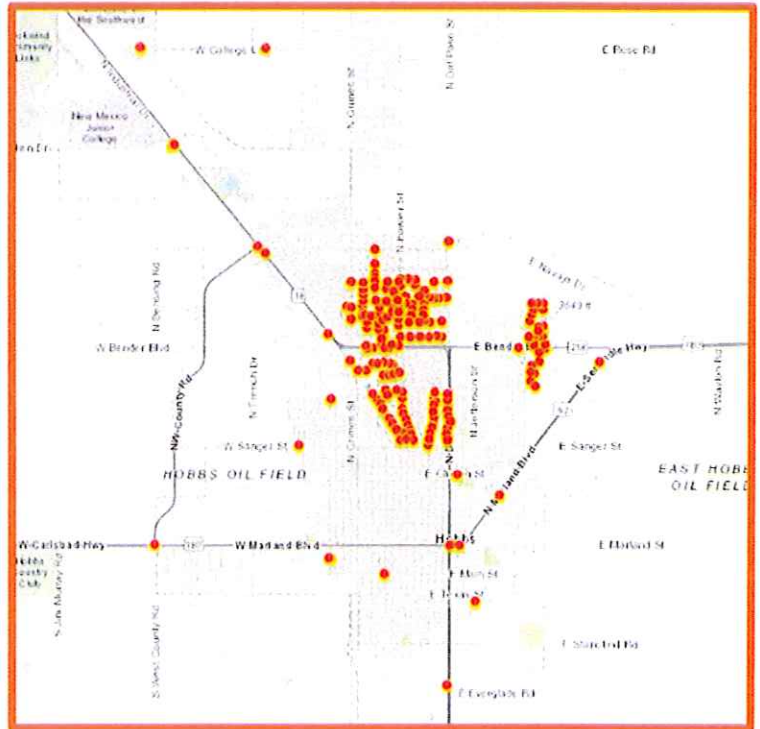
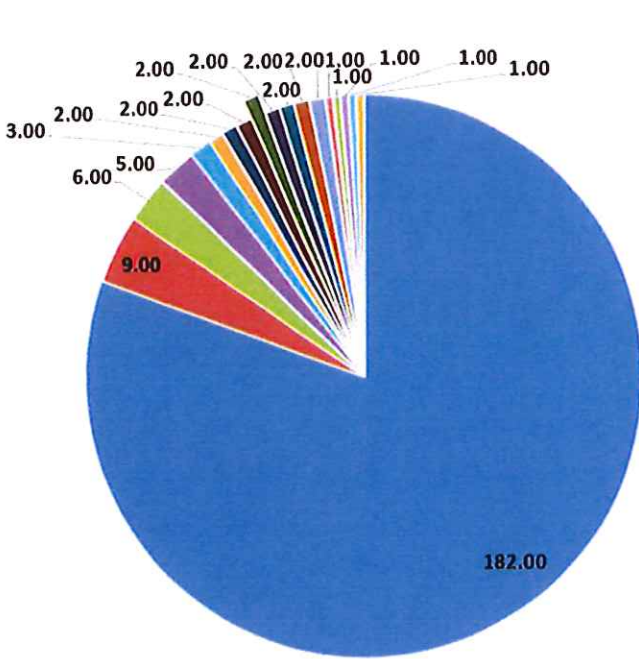


Figure 1 - Location Map of Work Performed

- | | | |
|---------------------------------|-----------------------------------|--|
| ■ Inspected Intersections = 182 | ■ Work Order = 9 | ■ Pole Straighten / Re-bolted = 6 |
| ■ Sign Install / Replace = 5 | ■ Call Outs = 3 | ■ Breakaway Base Replaced = 2 |
| ■ Detector Adjusted = 2 | ■ LED Module Replace = 2 | ■ Ped Push Button Repair / Replace = 2 |
| ■ New St. Name Sign Made = 2 | ■ New St. Name Sign Installed = 2 | ■ Int in Flash or Malfunction = 2 |
| ■ Line Spot Hours = 2 | ■ Camera Cleaned = 1 | ■ Visor Replace = 1 |
| ■ New Sign Made = 1 | ■ Safe Hit Install / Replace = 1 | ■ Trim Limbs at Intersection = 1 |



COMMUNICATIONS DEPARTMENT
Monthly Report
February 2020
Submitted March 17, 2020

GENERAL ACTIONS

The Communications Department distributed 5 press releases and 2 PSAs:

- Tax Season Scams 2.21.20
- 2020 Business Registration Renewals
- Snow Day Closure announcements and communication with media
- Snow Day Delay announcements and communication with media
- Max Summerlot Award 2/24/20
- Early Voting blasts through digital and media

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.

2020 CENSUS

- Further “Census at the Library” planning and information gathering
- Designed, gained approval, and submitted water bill flyer inserts for Census education and motivation purposes
- iCountNM posts for Hobbs and Lea County (the State is working mostly with Counties)
- “Eagles Count Day” at Hobbs High School planning with Hobbs CCC
 - T-shirt design and order with Ampersand
- “Census and the Arts” planning with Western Heritage Museum Executive Director
- Radio campaign meeting
- Spoke at Commissioner Taylor’s 2/11/20 Meet and Greet at Head Start
- Census commercial filming on 2/19/20 and 2/26/20 at several locations
- Further Census casting
- Script writing with United Way staff for “kids commercial”
- Print collateral creative (Spanish translations included)
 - Table tents
 - Postcards
- Design plans of “Census eagle structure” to be placed at Turner St. and Grimes intersection completed with Commissioner Penick and delivered to GEO’s Warden and construction lead
- Collaboration with area recruiter for Census workers
- Promoted available Census jobs
- Presentation at Serving Our Seniors Committee meeting on 2/28/20



COMMUNICATIONS DEPARTMENT

Monthly Report

February 2020

Submitted March 17, 2020

RADIO STATION, 99.3 KHBX

City of Hobbs departments and non-profits holding events and programs/activities were contacted and offered to have their announcements included on our radio station. Appointments are set biweekly.

Current Radio Announcements

- [HFD CPR](#)
- [HFD CPR SPANISH](#)
- [Hiring-Police Lifeguard Rockwind](#)
- [Hobbs Express 30 years](#)
- [Station ID](#)
- [CORE MIXDOWN fall adult leagues](#)
- [CORE MIXDOWN youth leagues](#)
- [Library Adult Program EndsMay 11](#)
- [Coffee with Cops Generic No End](#)
- [Library E-Resources EndsMay 11](#)
- [Library Young Adult Program EndsMay 11](#)
- [Fab fiber vo](#)
- [General Recruitment Multi-voice-City of Hobbs](#)
- [HPL CHILDRENS PROGRAMS END JAN 7TH](#)
- [HPL VR TOUR END JAN 7](#)
- [FD DANCE PRESALE END JAN 7](#)
- [Fall Art Show vo](#)
- [CORE lifeguard hiring](#)
- [Do you know your Commissioner?](#)
- [Rockwind Hiring](#)
- [Boy Scouts EndsMay 10, 2020](#)
- [Meghan Senior Center Tax End Apr 9](#)
- [Center for the Arts](#)
- [Commissioner Pat Taylor Improvements](#)
- [Rockwind](#)
- [Grossology now](#)
- [Election Early Voting Spanish](#)
- [Election Early Voting English](#)
- [Parks and OS Remodels](#)
- [Recruitment Michael](#)
- [President's Day Close & Meeting](#)
- [Southwest Symphony Ends Feb 15](#)



COMMUNICATIONS DEPARTMENT
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CONVENTION VISITORS BUREAU MAIN FOCUSES

The Convention and Visitors Bureau quarterly meeting with hoteliers is on Apr 3 at ten a.m. at the Zia Park Hotel.

Listed Events

- Denver Golf Expo February 6-9
- TRENDS February 3-5
- Turf Border Wars March 13-15
- SSTA Gymnastics championship March 27-29
- Evangelio Mar 22
- NM State High School Golf Championship May 10-12
- King of the Turf May 15-17
- Fastpitch May 22-24

Re-Branding Campaign

- Digital ad reviews with community partners and DCI
- Finance released the RFP 2/14/20

COMMUNICATIONS DEPARTMENT
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SOCIAL MEDIA INSIGHTS



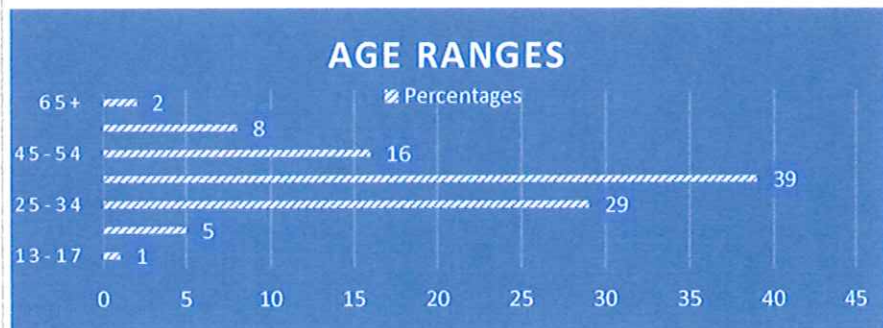
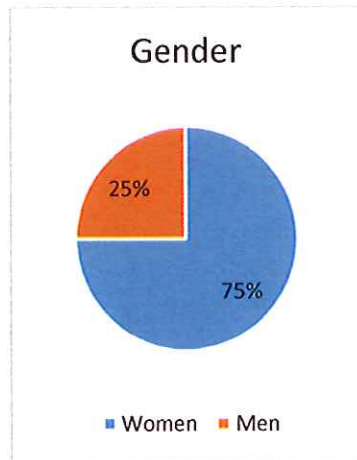
Facebook – last 28 days
(Feb 7 – Mar 5)

Page Views	Post Reach (people reached)	Post Engagement	Page Likes
26% increase (1,405 total new)	2% decrease (54,197 total)	2% increase (11,309 total)	47% decrease (67 total new)



Instagram
(Feb 28 – Mar 5)

Reach	Impressions	Profile Visits	Interactions
678	2,973	41	41





COMMUNICATIONS DEPARTMENT
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MISCELLANEOUS ACTIONS

- City on the Move survey creation with Human Resources Department
- City on the Move Committee meeting
- Ordered City on the Move giveaway items
- Staff attended mandatory safety training
- Director attended Meet and Greet at Head Start
- Review of other departments' social media policies
- Director attended NAACP Banquet
- Currently exploring Dropbox business account for the entire organization
- Shared creditable online mentions with different community organizations and City officials collected and sent by Meltwater
- Participated in the creation of several publications
- Assigned community service participants
- Attended webinars
- Attended New Employee Reception
- Director attends monthly Jaycees lunches to share upcoming City events/activities and network on behalf of the City of Hobbs
- Director attends weekly Rotary meetings to share upcoming City events/activities and network on behalf of the City of Hobbs
- Director serves on Rotary Club Board and attends monthly meetings
- Numerous notices for different departments and locations
- Coordinated employee milestones, announcements, PSAs, employee recognitions, etc. on social media
- Website monitoring and updates communicated with IT Web Master
- Meeting at the Rockwind Grill and Golf Pro over upcoming events
- Reminder of biweekly radio announcements
- Meeting with Maddox Foundation Staff on Summer events
- Webinar on the newest changes for 2020 social media
- Meeting with different vendors on holiday lights for the Tree Lighting Ceremony
- Worked with New Mexico Tourism on building the web page for Hobbs New Mexico
- Webinar with New Mexico Clean and Beautiful Grant
- Meeting with Bay Paul about putting a calendar on Rockwind website
- Webinar for Cooperative Marketing and Advertising Programs New Mexico True
- Meeting with Women United on Feb. 28
- Met with restaurants about partnering with CVB on events



COMMUNICATIONS DEPARTMENT
Monthly Report
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Submitted March 17, 2020

Livestreamed City Commission Meetings

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

	Viewers	Total Number of Viewers	Total Minutes
Recorded Viewers	86.9%	411	2453
Live Viewers	13.1%	62	748
Total	100%	473	3201

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

for period ending February 01, 2020-February 29, 2020

February 2020 Report

<u>Type of Construction</u>		<u># of Permits</u>	<u>Valuation</u>	<u>Fee's</u>
Commercial				
COMM MECHANICAL	C	4	6,000.00	270.00
COMM PLUMBING	C	22	33,000.00	8,251.50
COMM SEWER TAP & EXCAVATION	C	2	3,000.00	590.00
COMMERCIAL ELECTRICAL	C	22	33,000.00	4,092.00
COMMERCIAL FENCE	C	1	1,500.00	20.00
COMMERCIAL REMODEL	C	4	237,490.00	1,008.00
COMMERCIAL RE-ROOFING	C	2	31,500.00	240.00
COMMERCIAL SIGN	C	1	7,500.00	50.00
INDUSTRIAL EXCAVATION	C	2	3,000.00	225.80
NEW COMMERCIAL	C	1	93,000.00	384.00
		<u>61</u>	<u>448,990.00</u>	<u>15,131.30</u>
Residential				
RES MECHANICAL	R	33	49,500.00	2,310.00
RES PLUMBING	R	46	82,500.00	2,386.00
RES SEWER TAP & EXCAVATION	R	5	7,500.00	1,950.00
RESIDENTIAL ADDITION	R	1	45,000.00	200.00
RESIDENTIAL CANOPY	R	1	8,500.00	90.00
RESIDENTIAL CARPORT	R	2	20,000.00	160.00
RESIDENTIAL DEMOLITION	R	1	1,500.00	20.00
RESIDENTIAL DETACHED GARAGE	R	2	27,800.00	190.00
RESIDENTIAL ELECTRICAL	R	55	82,500.00	4,194.00
RESIDENTIAL FENCE	R	5	21,000.00	50.00
RESIDENTIAL MANUFACTURED HOME	R	2	76,949.00	120.00
RESIDENTIAL REMODEL	R	8	50,014.00	550.00
RESIDENTIAL RE-ROOF	R	15	157,415.00	1,360.00
RESIDENTIAL SINGLE FAMILY	R	17	4,114,577.00	8,800.00
RESIDENTIAL STORAGE	R	1	4,725.00	40.00
RESIDENTIAL SWIMMING POOL	R	1	62,700.00	250.00
		<u>195</u>	<u>4,812,180.00</u>	<u>22,670.00</u>
		<u>256</u>	<u>5,261,170.00</u>	<u>37,801.30</u>

CODE NUMBERS FOR FEBRUARY 2020

CODE WARNINGS	721
CODE CITATIONS	10
CODE COMPLAINTS	283
ANIMAL WARNINGS	129
ANIMAL CITATIONS	44
ANIMAL COMPLAINTS	303
VEHICLES TOWED/PD	4

January

20-Feb Hobbs Animal Adoption Center

	January		20-Feb Hobbs Animal Adoption Center	
	Cats	Dogs	Cats	Dogs
Intakes:				
Dead On Arrival	8	12	20	14
Stray	91	215	38	180
Transfer	1	11		1
Unwanted	23	56	16	75
Low Cost	30	21	73	33
Quarantine		5		4
Total	153	320	147	307
Disposition:				
Adopted	58	74	30	88
Dead On Arrival	8	12	4	5
Escape trap	7		17	12
Euthanized	26	31	1	1
Rescued	52	152	1	14
Return Owner	1	62	26	92
Low Cost	30	21		45
Total	182	352	73	33
			152	290

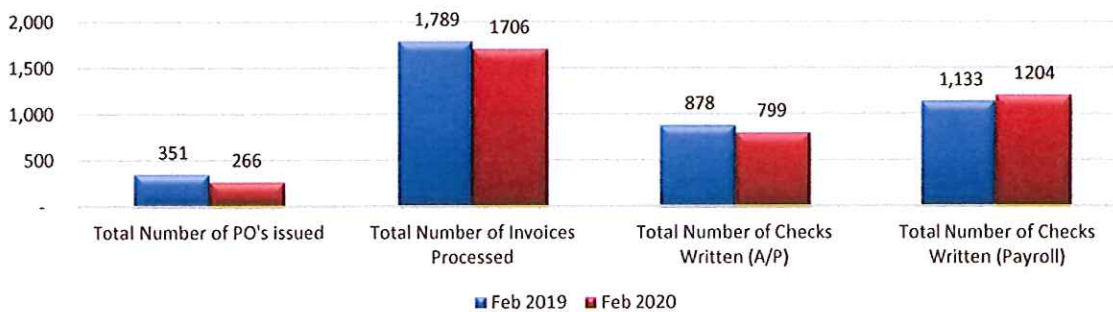
**Monthly Measurement
Finance Department
Fiscal Year 2020**

Cash Statistics	Feb 2019	Feb 2020
Beginning Cash Balance	\$ 111,704,254	142,219,161
Monthly Cash In (Revenue - all funds)	\$ 11,653,922	10,283,426
Monthly Cash Out (Expenditures - all funds)	\$ 8,300,513	9,922,752
Ending Cash Balance	\$ 115,057,664	142,579,835

Finance Transaction Statistics

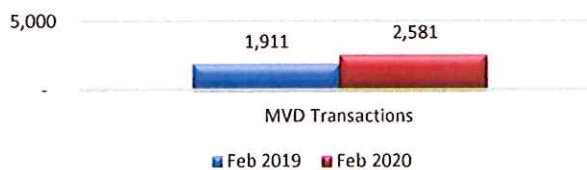
	Feb 2019	Feb 2020		
Total Number of PO's issued	351	266	daily average	23.00
Total Number of Invoices Processed	1,789	1706	daily average	90.70
Total Number of Checks Written (A/P)	878	799	weekly average	268.00
Total Number of Checks Written (Payroll)	1,133	1204	bi-weekly average	576.00

Financial Transaction Averages

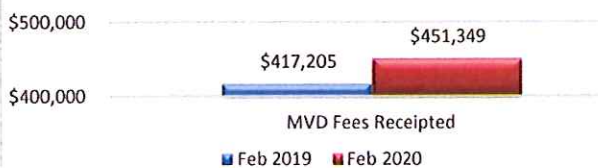


MVD Statistics	Feb 2019	Feb 2020		
MVD Transactions	1,911	2,581	daily average	129.05
MVD Fees Received	\$ 417,205	\$ 451,349	daily average	\$ 22,567.46

MVD Transaction Averages



MVD Fees Received



FIRE SUPPRESSION/PREVENTION

February 2020

ALARMS

Alarms (City)	61
Alarms (County)	58
Total Alarms	119

ZONES

Zone 1 (NW City) 21	Zone 5 (NW County) 2
Zone 2 (NE City) 19	Zone 6 (NE County) 23
Zone 3 (SE City) 17	Zone 7 (SE County) 2
Zone 4 (SW City) 4	Zone 8 (SW County) 13
Out of District	18

TURNOUT TIMES (Dispatch to Enroute)

Station 1	1:30
Station 2	0:51
Station 3	1:20
Station 4	1:04
Average	1:11

AVERAGE RESPONSE TIME (Dispatch to Arrival)

Station 1	5:10
Station 2	5:53
Station 3	4:53
Station 4	6:03
Average	5:29

PREVENTION PROGRAMS

Fire Investigations	8
Fire/Safety Inspections	39
Smoke Detectors Installed	2
Public Education Activities	0
Plan Reviews	3
Burn Permits Issued	4

FIRE RESPONSE BY STATION

Station 1	34
Station 2	38
Station 3	27
Station 4	20

MOST COMMON DAY/TIME

Wednesday (1700 – 1759)

FIRE DEATHS/INJURIES

Fire Deaths - 1
Fire Injuries - 0

STRUCTURE FIRES

Structure Fires - 3

FALSE ALARM RESPONSE

False Alarms - 16

TRAINING HOURS

Fire Training	598
EMS Training	89

EMERGENCY MEDICAL SERVICES

February 2020

EMS RUN BREAKDOWN

City Response	531
County Response	44
Total Responses	575

ZONES

Zone 1 (NW City) 223	Zone 5 (NW County) 14
Zone 2 (NE City) 92	Zone 6 (NE County) 19
Zone 3 (SE City) 112	Zone 7 (SE County) 1
Zone 4 (SW City) 104	Zone 8 (SW County) 10

AVERAGE RUN TIMES

Enroute:	1:50
At Scene:	4:45
To Destination:	26:01
Back in Service:	41:38

MOST COMMON DAY/TIME

Wednesday – 96 calls for service

Wednesday – 19 calls from 09:00 – 11:59 hours

MOST COMMON COMPLAINT

Falls - 57

OUT OF TOWN TRANSFERS

Lubbock	31
Midland	3
Odessa	0
Roswell	9
Carlsbad	8

CARDIAC ARREST RESPONSES

Cardiac Arrest	8
ROSC	0

ROSC = Return of Spontaneous Circulation

EMS BILLING

Collected	\$176,845.15
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Highlights for the month of February

- All personnel attended Psychology of Safety Training
- Took delivery of Skeeter Brush Truck
- Presented at MyPower Circles Program at 6 elementary schools on the topic of “What it means to be a good friend”
- All shifts completed Survival/Mayday Training

February 2020 General Services – Building Maintenance

Work performed by City Carpenters

2	Wall repaired
4	Moved Office Furniture
5	Door lock repaired
10	Roof inspections
1	Installed New cores
1	Repaired Soccer Plex door
1	Building repaired /out side
2	Door closer adjusted
30	Work Orders

Location of work performed

13	City Hall
1	D.M.V.
1	Police Department
15	Senior Center
1	Fire Station II
1	Library
1	Heizer Pool
2	C.O.R.E.
5	Annex
1	Animal Adoption
1	Del Norte
1	Office Complex

Break down of work performed by the Electricians

5	Light repairs
6	Heater repairs
33	General electrical work
12	CORE work
5	Nonelectrical work

Location of work performed.

12	CORE
5	Library
1	City hall
3	Annex
2	PD
8	Fire stations
15	Parks
1	Senior center
4	AAC
2	Streets

February - 2020
General Services - Garage

In February 2020 The City Garage had a total of 203 Repair Orders/Invoices. Of the 203 R.O./Invoices, 112 were repaired in house and 91 were out sourced. The monthly total outlay for the garage as well as subcontracted parts and labor totaled \$ 45,311.08 Below is a break-down by categories. The break-down includes all parts and labor.

Work Performed	# of R.O./Inv	Garage Parts \$	Garage Labor \$	Vendor Parts \$	Vndor Labor \$	Total \$
AC/Heater/Vent	4	0.00	170.00	150.00	70.01	390.01
Instrument/Gauges	0	0.00	0.00	0.00	0.00	0.00
Complete Wash	1	0.00	0.00	68.90	0.00	68.90
Filters	2	23.61	68.00	0.00	0.00	91.61
Service Calls	19	566.00	2,312.00	0.00	0.00	2,878.00
Miscellaneous Maintenance	66	575.65	2,227.00	4,991.77	3,677.00	11,471.42
Brakes	9	190.44	510.00	1,312.10	556.00	2,568.54
Steering/Suspension	1	0.00	0.00	10.22	150.00	160.22
Tires	26	1,960.00	918.00	1,288.90	863.00	5,029.90
Whls/Hubs/Brgs	6	184.00	85.00	730.37	278.00	1,277.37
Transmission	0	0.00	0.00	0.00	0.00	0.00
Charging	16	1,356.18	697.00	2,023.70	0.00	4,076.88
Lighting	5	17.45	187.00	0.00	0.00	204.45
Preventive Maintenance	36	1,722.69	1,020.00	8,278.93	5,936.16	16,957.78
Cooling	1	0.00	136.00	0.00	0.00	136.00
Fuel System	0	0.00	0.00	0.00	0.00	0.00
Engine	0	0.00	0.00	0.00	0.00	0.00
Safety Recalls	6	0.00	0.00	0.00	0.00	0.00
Accident Repair	0	0.00	0.00	0.00	0.00	0.00
Warranty	5	0.00	0.00	0.00	0.00	0.00
Monthly Total	203	6,596.02	8,330.00	18,854.89	11,530.17	45,311.08

	# of R.O./Inv	Parts	Labor	Total
City Garage Staff	112	6,596.02	8,330.00	14,926.02
Vendor	91	18,854.89	11,530.17	30,385.06

Street Department Monthly Report February 2020

Break down of work performed by the Street Department Crew:

Man Hours	Activity
234 Hrs.	Street Sweeping
94 Hrs.	Building Brooms
40 Hrs.	Cold Mix Patching
32 Hrs.	Crack Seal
4 Ea.	Street Complaints called in.
98 Hrs.	Alley Work complaints
158 Hrs.	Storm Sewers & Inlets
106 Hrs.	Equipment Maintenance
0 Hrs.	Seal coating
40 Hrs.	Yard Maintenance
64 Hrs.	Working in the Welding Shop
179 Hrs.	Deicing Streets
40 Hrs.	Meetings
192 Hrs.	Hot Mix work
25 Hrs.	Work for Golf Course
80 Hrs.	Work for Environmental Department

The total amounts of material hauled or used:

Quantity	Material
168 Yds.	Sweepings
450 Gal.	Unmetered Water
160 Lbs.	Pollex24 3 Rubber
66 Yds.	Alley Fill Dirt
4 Yds.	Cold Mix Used
88,740 Gal.	Brine
468 Yds.	Trash Hauled

Calls responded to:

Number	Type
16	Dispatched – accidents, spills, debris



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

Recruitment:	February 2019	February 2020
• Applications Received/Reviewed	352	364
• New Hires	11	19
• Re-Hires	5	11
• Transfers/Promotions/Demotions	15	12

Personnel Actions:	February 2019	February 2020
• Performance Reviews	46	20
• Retirements	3	0
• Terminations	26	18
• Other(certs, shift moves)	12	5

New Position Postings in February:

- | | |
|---------------------------------------|-------------------------------|
| ASST. CITY ATTORNEY | MVD ASSISTANT |
| CERTIFIED FIREFIGHTER | NON-CERTIFIED FIREFIGHTER-EMT |
| CIRCULATION TECH | POLICE DEPUTY CHIEF |
| CITY ATTORNEY INTERN (PART-TIME) | POLICE INVESTIGATIVE AIDE |
| CORE FACILITY MAINTENANCE SUPERVISOR | SEASONAL GOLF COURSE WORKER |
| DRIVER ENGINEER | SLIDE ATTENDANT |
| EMS SPECIALIST (EMT, PARAMEDIC, AEMT) | SUMMER RECREATIONAL POSITIONS |
| FACILITY RENTAL SPEC | SUMMER SPORTS PROGRAM |
| GUEST SERV SPECIALST | TRAIL MAINT WORKER |
| HR ASSISTANT | UTILITY SYSTEM SPEC |

Team Involvement:

- HR Team assisted with 6 Psychology of Safety meeting (mandatory for all staff)
- Set up the quarterly Bilingual Class
- Tracy South participated in the initial Mayor's Run Team meeting
- HR Team made final plans for Safety Skills rollout
- Mr. Goulet participated in several meetings regarding the compensation plan and FY2021 Budget
- Nicholas Goulet, Nyssa Rodgers and Tracy South participated in a Worker's Compensation Workshop at NMJC

Information Technology Department

Ron Roberts – IT Director

Christa Belyeu – Asst. IT Director

Joe Amador – Webpage Specialist

Jeff Sanford – Comm. Specialist

Daily operations, responsibilities, and policies

➤ Technology Policies

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

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

➤ Computer

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

➤ Public Safety

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

➤ Two-way radio equipment (620)

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

Matt Blandin – Security/Comp. Spec.

Frank Porras – Computer Specialist

Gabriel Jurado – Computer Specialist

Wide/Local area networking administration

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

➤ Email

- Account Administration
- SPAM filtering
- Intrusion protection

➤ Internet Access

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

➤ Wireless Networking

- Point to point
- Wi-Fi Access points

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

➤ Telephone Equipment (all City locations)

- Splash Pad 911 Call boxes

➤ Outdoor Warning Equipment

- Warning Siren/Public Address (33 locations)

➤ Facility alarm systems (all locations)

➤ Copy Machines (35) (all locations)

➤ Outdoor Public Bulletin Boards (3 units)

➤ Audio/Video

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

Accomplishments for Feb. 2020

- 102 Request completed
- 3 Bulletin board related
- 4 Email related
- 19 hardware related
- 2 network related
- 11 password resets
- 1 phone related
- 2 projects related
- 12 software related
- 24 User Setup
- 24 Web page related

Special accomplishments:

- Began installation of new cyber security endpoint protection.
- Switched to new MUNIS work order system.
- Installed fiber optic cabling between floors in City Hall
- Began installation of new network switches.
- Replaced 3 copiers
- Built new time keeping server for Finance.
- Replaced 6 computers in Engineering Department.



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

February 2020

Mission Statement:

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

Duties Required by Law:

The City Attorney's duties are outlined in Hobbs Municipal Code Section 2.08.070. In compliance with those duties, the City Attorney's Office provided assistance and legal advice both verbally and in writing to the Mayor, City Commission, City Manager, department heads and staff on various legal topics for the month of February. 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 February 2020, the public meetings attended by the City Attorney's Office were:

- ❖ Hobbs City Commission – Efren Cortez (2/3 and 2/18)
- ❖ Cemetery Board – (N/A)
- ❖ Community Affairs Board – (N/A)
- ❖ Library Board – Valerie Chacon (2/4)
- ❖ Lodger's Tax Board – (N/A)
- ❖ Planning Board – Erik Scramlin (2/18)
- ❖ Utilities Board – (N/A)

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

❖ Public Hearings/Presentations	1
❖ Agenda Items drafted	1
❖ Resolutions Drafted	1

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	7
❖ Contract Review	16

Litigation:

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

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

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

❖ Pretrial Release Hearings:	0
❖ Probation Violations:	2
❖ Pretrials (Pro Se):	70
❖ Pretrials (Attorney):	12
❖ Trials:	26
❖ Dangerous Dogs/Petitions:	1
❖ DWI Cases:	9
❖ Appeals in District Court:	2
❖ Pleadings:	108
❖ Civil Depositions:	0
❖ Civil Mediations:	1

❖ Arbitrations:	0
❖ Demand Letters:	2
❖ Misc. Hearings (Mun./Dist./Fed.):	2
❖ Trainings:	0
❖ Witness Interviews:	5
❖ In-office consultations:	5
❖ Discovery Submissions:	24
❖ Letters/Correspondence:	414

Areas of Notoriety:

- ❖ The City Attorney's Office presented the 2019 year-end report to the Hobbs City Commission on February 18, 2020.

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

Respectfully,

/s/ Efrén A. Cortez
 Efrén A. Cortez
 City Attorney

CITY MANAGER'S REPORT

February, 2020

Hobbs Public Library

CIRCULATION: 8,003

CIRCULATION BY MATERIAL TYPE:

Books and Periodicals	4,298
Audio Books & Music	302
DVDs	3,060
E-Books/E-Audio (OverDrive & Gale)	343

CIRCULATION BY PATRON TYPE:

Adult	5,463
Juvenile	812
Senior Citizen	1,288
Used in Library	440

CIRCULATION WITH OTHER LIBRARIES:

	Borrowed	Loaned
Interlibrary Loans	10	38
ELIN Loans	16	18

Total Children's Items Circulated 2,653
Total Adult Items Circulated 5,350

Patron Visits	4081
Overdue Notices Sent	255

PROGRAMS & PUBLIC SERVICES:

Programs Provided	24
Attendance	548
Meeting Room Use	20
Board Games	21

Web Site Usage	5679
HPL Database Usage	1115
Reference Questions	215
Public Computer Use	736

PATRON PROFILES:

Adult	25,011
Juvenile (Under 18 Years)	4,200
Senior Citizens (62+ Years)	4,428
Temp ELIN	2,231
Total Active Borrowers	35,870

RECEIPTS:

Materials Paid For	\$79.49
Fines & Fees	\$792.68
Copy Machine & Public Printouts	\$652.35
Total	\$1,524.52

Library Patrons Added This Month	72
Computer Patrons Added This Month	26

ITEMS ADDED:

Total Items Added	677
Items Weeded	177

HOLDINGS:

Total Library Holdings	149,248
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City Manager's Report
February 2020
Municipal Court

Monthly Cases:

Traffic Citations	949
Misdemeanor Citations	64
Environmental Citations	44
Fire Code Violations	0
AGG. DWI	5
DWI – 1 ST	<u>4</u>
Total	1066

Courtroom Activity:

Video Arraignments (Jail)	146
Court Appearances – A.M.	25
Court Appearances- P.M.	215
Pretrial Court Appearances – A.M.	28
Pretrial Court Appearances – P.M.	25
Attorney Pretrials	8
Trial Cases	<u>19</u>
Total	466

Other Activity:

Summons issued	1037
Warrants issued	<u>937</u>
Total	1974

Fines/Fees Assessed:

Fines	\$116,185
Penalty Assessment Fee	5,980
Automation Fee	4,188
Judicial Education Fee	2,094
Correction Fee	13,980
DWI Prevention Fee	600
DWI Lab Fee	680
Copies/Misc. Fee	<u>0</u>
Total	\$143,707

Fines/Fees Collected:

Fines	\$57,170
Penalty Assessment Fee	7,257
Automation Fee	5,114
Judicial Education Fee	2,552
Correction Fee	17,080
DWI Prevention Fee	528
DWI Lab Fee	170
Copies/Misc. Fee	0
Restitution	<u>0</u>
Total	\$89,871

City Manager – February Report

2020

1. Graffiti removed from 24 locations
2. Cemetery had 20 interments this month
3. Received Sky Shade Structure for Zia Plex and preparing installation
4. Landscape renovations at Senior Center
5. All crews working on weed abatement across city
6. Mower Operation Training at Golf/Trail
7. Rockwind started bunker renovations
8. Several employees assisted with snow removal during this month
9. Staff demonstrated two brush chippers to gather pros and cons of what to purchase
10. Staff received training for operations, safety and maintenance for new remote controlled track mower



Parks & Open Spaces Department
Authored by: Bryan Wagner





THE CITY OF
HOBBS, NEW MEXICO

200 EAST BROADWAY • HOBBS, NEW MEXICO 88240
 PARKS & RECREATION DEPARTMENT (575) 397-9291 • FAX (575) 391-9940

**Parks, Recreation and Community Affairs Department
 Monthly Report - February 2020**

Divisions

CORE Recreation
 Older Americans Rockwind Clubhouse

CORE

Total revenue generated during February 2020 was \$145,217 with participation of approximately 32,000. Participation typically wanes somewhat in February as those who were very dedicated to their New Years Resolutions in January are not as dedicated in February. The Father Daughter Dance was hosted at the CORE for the second year. A total of 500 tickets were sold for this event though not all participants actually showed up for the event. The Sports Division hosted a Basketball Skills Competition, Flag Football Tournament, and league play. The Aquatics Division had 32 participants in Swim Lessons. The CORE's Fitness Challenge continues into March. The Facility Rentals Division hosted 40 events and generated \$8,500 in revenue for events both in February and those scheduled as far as 6 months in advance.

Revenue & Participation

Description	February 1 to February 29
Fitness Unlimited (incl. Fit. Unlim. Passes)	9
Day Passes Sold	1,650
Week Passes Sold	10
Month Passes Sold	1,071
Annual Membership Attendance	2,166
Monthly Membership Attendance	22,952
Month-to-Month Pass Attendance	1,028
Swim Lessons - Sessions	32
kidWATCH	1,408
kidFIT	708
Group Classes (ie: Yoga Fit, UrbanKick, Senior Fit, Power Ride, Power Cuts, Masters Swimming etc.)	234
Special Events (ie: Easter Egg Dive, Spooktacular, etc.)	623
Total Participants & Visits	31,891
Revenue	145,216.64
PRIOR MONTH COMPARISON	
DIFFERENCE = prev month - current month	\$ (28,040.23)
PERCENT DIFF = DIFFERENCE / prev month	-0.161841952
% =	-16.18%
PRIOR YEAR COMPARISON	
DIFFERENCE = prev year - current month	(12,196.23)
PERCENT DIFF = DIFFERENCE / prev year	-0.077479243
% =	-7.75%

Summary Visits, Tours & Rentals

Description	February 1 to February 29
Member Visits	26,146
Guest Visits	3,523
Classes	Approximately 243 Participants
Tour Participants	139
Private Rentals	Approximately 40 Facility Rentals from February 1 to February 29 with \$8,461 in revenue including deposits for future events through August 2020 as of 3/03/19
Rentals Count	40

Monthly Membership Recap

Month Ending: Feb-20	
Memberships Sold in Month	250
Month Ending: Feb-20	
Family Memberships	1541
Individual Memberships	407
Total Memberships	1,948
Total Individual Members	7,585

- There were 250 new memberships in February, making a total of 1948 Active Memberships.
- There are currently 7585 Active Members who have either a recurring monthly membership or an annual membership.

Older Americans

The Senior Center continues its daily task of providing meals to the senior citizens in the community. Below is information for February 2020:

Meals:	Meal Donations Received:	
February 2020 Congregate Meals Served	1,527	\$1,851.28
February 2020 Guest Meal Under 60 years	0	0.00
February 2020 Home Delivered Meals Served	1,920	\$1,873.46
	4,144	\$3,724.74
Duplicate Recreation Activities:	761	
Duplicate Exercise Activities:	437	
Assessments/Reassessments:	90	

These activities include billiards, dominoes, computer lab, exercise equipment use, quilting, knitting, game room activities, card playing, exercise classes, bingo, blood pressure screenings, free hearing test, out of town trips, monthly birthday party, and any holiday celebration.

Transportation:	281
Meal Program Transportation:	268
Other Transportation:	13

Daily transportation is provided for our members to attend the daily lunch program. We also give rides for doctor appointments, hair dresser appointments, and grocery store trips, etc.

Other: There were no day trips scheduled for the month of February. No meals were provided on February 5 due to inclement weather. Also, due to inclement weather meals on February 13 were provided on a three hour delay.

Recreation

- The Parks and Recreation Department hosted 15th annual Father Daughter Dance on Saturday, February 8 at the CORE. All 500 tickets for the event were sold.
- Preparations are underway for the Community Egg Hunt and Hobbs Downtown Slam and Jam.
- Recreation staff continues recruiting for staff for the Summer Recess, Summer Sports, and Summer Aquatics programs.

Aquatics

- Offseason maintenance continues with offseason projects being the primary focus. Projects include upgrades to the Washington Splash Pad, Re-plastering of Heizer and Humble Pools.
- Renovation projects at seasonal pools and splash pads has been discussed with contractors who are now working on bids.
- Staff is looking into replacing chemical controllers and autofill systems at seasonal pools.

Teen Center

- The Teen Center is planning events for its 20th anniversary.
- Daily programming, events, and activities continued throughout the month.

Rockwind Club House

Sales Report by Revenue Departments

Rockwind Community Links

Date Between 2/1/2020 & 2/29/2020

Departme	Dept	Qty	Retail	Discount	Pre-Tax	Cost Of	Tax TTL	Extension
Golf	31432	37	\$437.97	\$0.00	\$437.97	\$0.00	\$22.03	\$460.00
Driving	31430	325	\$1,898.07	\$0.00	\$1,898.07	\$0.00	\$95.93	\$1,994.00
Golf Cart	31431	852	\$11,842.29	(\$10.46)	\$11,831.83	\$0.00	\$596.77	\$12,428.60
Green		1481	\$11,655.73	\$0.00	\$11,655.73	\$0.00	\$597.42	\$12,253.15
Hard	31410	238	\$6,974.38	(\$92.75)	\$6,881.63	\$4,931.00	\$344.23	\$7,225.86
Membershi	31420	2	\$1,142.84	\$0.00	\$1,142.84	\$0.00	\$57.16	\$1,200.00
Soft	31401	271	\$5,227.29	(\$40.97)	\$5,186.32	\$3,065.18	\$259.68	\$5,446.00
Food &	31441	129	\$248.46	(\$15.43)	\$233.03	\$102.20	\$12.22	\$245.25
Totals for Revenue		3335	\$39,427.03	(\$159.61)	\$39,267.42	\$8,098.38	\$1,985.44	\$41,252.86
Grand Total:		3335	\$39,427.03	(\$159.61)	\$39,267.42	\$8,098.38	\$1,985.44	\$41,252.86

KEY PERFORMANCE INDICATOR Feb-20

Total Pre-Tax Revenue	\$39,427.03
*Total Rounds	1481
Avg Green Fee plus Cart Fee	\$15.86
Total Merchandise Sales	\$12,202
Merchandise Sales Per Round	\$8.24
F&B Sales Per Round	\$ 0.17
COGS Hard Goods	71%
COGS Soft Goods	59%
COGS F&B	41%
Rounds w/Carts	58%
Total Revenue per Round	\$26.62

NOTES & PROJECTIONS:

- *TaylorMade Demo resulted in over 6K in sales.
- *Uptick in merchandise sales as a whole due to restocking of merchandise and favorable weather on the weekends in Feb.
- *Added a couple of staff members in mid month for training will insure employees are better prepared for the upcoming golf season.
- * Adding events for the year and creating new events

- *53 round variance due to the twilight riding kits not aggregating in the green fee count as it is counted in the golf car rounds

GREEN FEE BREAKDOWN

EZLinks Prepaid	27	Punch Pass	
Sum for EZLinks Prepaid	<u>27</u>	Summary for Punch Pass	<u>38</u>
Player's Pass Senior	55		
Player's Pass 18 Walk	201	Rain Check	<u>8</u>
Summary Player's Pass	<u>256</u>	Sum for Rain Check	<u>8</u>
Li'l Rock Adult Resident	110	Resident 18	333
Li'l Rock Adult Non-Res	2	Resident Junior	2
Li'l Rock Jr. CompwAdult	8	Resident Senior 18	131
Li'l Rock Junior Resident	1	Leag Fee	0
Li'l Rock Junior Non Res	1	Complimentary Round	10
Li'l Rock Replay	0	Resident Twilight	56
Li'l Rock Player's Pass	0	Team Practice Round	252
Li'l Rock Team Comp	21	Resident 9	110
FootGolf Adult	0	Marshal/Team Fee	16
FootGolf Jr Comp	0	Resident Replay	<u>0</u>
Summary for Par 3	<u>143</u>	Summary for Resident	<u>910</u>
Public 18	82	Tournament Fees	0
Public 9	2	Summary Tournament Public	1534
Public Junior	18	Grand Total:	1,534
Public Senior	12		
Public Twilight	10		
Public Replay	1		
Employees	26		
Yth on Crse	1		
PGA/GCSAA COMP	0		
Summary for Public	<u>152</u>		



HOBBS POLICE DEPARTMENT



300 N. TURNER HOBBS, NM 88240 (575) 397-9265 FAX (575) 397-3867
www.hobbspd.com

John Ortolano
Chief of Police

February 3, 2020

	TOTAL	TOTAL	%CHNG	Year to	Year to	%CHNG
FEBRUARY 2019/2020	RPTS	RPTS		Date	Date	
			2019/2020	2019	2020	
	2019	2020				
REPORTED CRIMES	391	433	11%	839	926	10%
CALLS FOR SERVICE	3,416	3,926	15%	7,017	7,915	13%
ARRESTS	261	412	58%	525	731	39%
MURDER	1	1	0%	1	1	0%
RAPE	1	2	100%	5	5	0%
ROBBERY	1	1	0%	1	9	800%
ASSAULTS AND BATTERY	85	56	-34%	185	124	-33%
BURGLARY	35	31	-11%	88	93	6%
LARCENY	44	58	32%	87	116	33%
SHOPLIFTING	28	47	68%	62	106	71%
AUTO THEFT	10	20	100%	23	49	113%
ARSON	0	1	100%	0	1	100%
FORGERY	1	0	-100%	2	0	-100%
FRAUD	2	14	600%	6	26	333%
EMBEZZLEMENT	4	1	-75%	8	3	-63%
REC. STOLEN PROPERTY	1	2	100%	5	3	-40%
VANDALISM	24	52	117%	72	116	61%
WEAPONS OFFENSES	2	5	150%	10	10	0%
DOMESTIC VIOLENCE	35	27	-23%	76	55	-28%
ASSAULTS/BATTERY ON PO	10	5	-50%	22	13	-41%
SHOOTING AT/FM MV OR DWELLING	0	4	100%	0	7	100%
CITATIONS ISSUED	808	1,413	75%	1,817	3,049	68%
DWI	12	17	42%	24	45	88%
TRAFFIC CRASHES	91	105	15%	197	222	13%

UTILITIES DEPARTMENT

WATER DEPARTMENT		2019		2020	
CLASS	ACTIVE	Billed gallons	ACTIVE	Billed gallons	
	ACCOUNTS	February 2019	ACCOUNTS	February 2020	
Residential	11,229	64,828,726	11,476	74,811,722	
Commercial	1,794	45,227,161	1,807	44,227,963	
City Accounts	216	6,155,681	215	4,418,474	
School Accounts	56	889,226	56	1,516,318	
Irrigation	244	1,804,585	243	199,501	
	13,539	118,905,379	13,797	125,173,978	

DISCONNECTIONS FOR NON PAYMENT

February 2019	248
February 2020	254

LABORATORY	February 2019	February 2020
Total Drinking Water Tests	48	46
Total Wastewater Tests	716	708
Liquid Waste Received (gallons)	314,230	397,896

WASTEWATER RECLAMATION FACILITY

Influent (Million Gallons)	89.937	86.906
Effluent (Million Gallons)	85.918	83.622
Solids Removed (Dry Pounds)	255,041	153,798

WATER PRODUCTION REPORT

WATER PRODUCED

Total monthly water produced, million gallons	137,371,000
Total monthly water distributed, million gallons	115,935,000

CHLORINE

Monthly chlorine average residual, milligrams/liter	0.57
Monthly chlorine gas dosed to system (lbs)	1,105

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

UTILITY MAINTENANCE FEBRUARY 2020

WORK DESCRIPTION	QUANTITY
Meter lid replacement	40
Meter box replacement	25
Meter stop / valve replacement	40
Meter leaks	2
Meter change out 3/4"	100
Meter change out 1"	0
Meter change out 2"	4
Meter change out 3"	2
Meter change out 4"	2
Meter change out 6"	0
Set new 3/4" meter	60
Set new 1" meter	0
Set new 2" meter	2
Set new 3" meter	0
Set new 4" meter	0
Set new 6" meter	1
Service lateral leaks/repair	35
Service lateral replacement	Qty. 25 - 400 Feet
New Service Lateral	Qty. 8 - 175 Feet
Low water pressure investigation	2
Water quality investigations	1
Main line leaks/repair	12
Main line replacement (feet)	10
New main line installed (feet)	0
Valve maintenance	25
Valve new install/replacement	0
Fire hydrant maintenance	5
Fire hydrant repair/replacement	2
Fire hydrant meter maintenance	2
Fire hydrant meter set	4
New fire hydrant installed	1
Vehicle/equipment maintenance hours	20
Unaccounted/unmetered water loss	850,000 gallons
Miscellaneous afterhour calls	8
Emergency Call Outs (From 5:00pm to 7:00am)	85

WORK DESCRIPTION	QUANTITY
Manhole maintenance	51
Manholes cleaned	57
Sewer main line cleaned	2,210 feet
Sewer stoppages	42
Sewer main line video inspections	0
Odor complaints	2
Sewer pre-treatment additives	35 gallons

Property damage from sewer	0
Sewer main line repair/replacement	0
New sewer main line installation	0
New backflow valve installation	0
Backflow valve maintenance	0
Lift station maintenance	26
Emergency call out (from 5:00 pm to 7:00 am)	3

UTILITIES MONTHLY PLUMBER REPORT FEBRUARY 2020	QUANTITY
Sewer stoppages	11
Odor complaints	5
Water leaks	7
Pool maintenance	25
Gas leaks	2
Emergency call outs (from 5:00 pm to 7:00 am)	0
Core	30