



CITY MANAGER'S MONTHLY REPORT

February 2021

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



Mayor

Sam D. Cobb

City Commission

Marshall Newman – District 1

Christopher Mills – District 2

Larron Fields – District 3

Joseph D. Calderón – District 4

Dwayne Penick – District 5

Don Gerth – District 6

CITY MANAGER

Acting City Manager
Risk Management Dir.

Manny Gomez
Ann Betzen

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.

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

February, 2021

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

Participated in 5 conference calls w/Travelers assigned adjusters to review on-going claims.

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

Endorsed 4 new vehicles and/or equipment to city's insurance policy.

Reviewed 16 Incident Reports from various city departments, associated police reports and video footage; established claims where required.

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

Issued multiple purchase orders to repair city vehicles.

Received and reviewed 3 Tort Notices.

Prepared various correspondence for the Mayor and City Manager.

Scheduled 37 meetings for the Mayor and City Manager.

Scheduled 9 meetings in staff meeting room.

Review and approve payroll timesheets.

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

Notarized multiple documents for the public and city staff.

Processed one application for notary bond.

Assisted 62 callers to Mayor/City Manager's office requesting assistance, general info

Attended department head staff meetings on February 2, 9 and 23, 2021.

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

Mailed 17 notification letters to social service agencies regarding deadline for funding requests; 3 notification letters to Exempt agencies

Completed Safety Training: Municipal Employee Safety.



CITY CLERK'S OFFICE
Monthly Report - February 2021

	Dec-20	Jan-21	Feb-21
Business Registrations -New	19	29	12
Business Registrations - New Owner	4	1	7
Business Registrations- Change of Address	0	9	11
Renewals	207	726	131
Web Payment Renewals	94	197	33
Total Business Registrations Activity	324	962	194
Active Business Registrations for the Month	1998	2008	2002
Fireworks	0	0	0
Junk Yard Licenses	1	1	0
Liquor License	1	0	0
Mobile Business Licenses	9	14	8
Pawn Brokers	0	0	0
Secondhand Dealer's Licenses	0	0	0
Solicitor's Permit	0	5	0
Temporary Vendor's Licenses	0	0	0
Cemetery Deeds Issued/Processed	27	33	50
Public Documents Notarized	80	88	87
Public Records Request	32	30	37
Regular City Commission Meetings <i>2/1/2021 & 2/16/2021</i>	2	2	2
Special City Commission Meetings	0	0	0
City Commission Work Session/Closed Meetings	1	0	1
Notice of Potential Quorum <i>2/16/2021</i>	0	1	0
Resolutions and Ordinances Attested	10	10	6
Consideration of Approval	4	4	1
Total Volume of Transactions on Tyler Cashiering	479	950	341
Total Amount	\$ 369,009.15	\$ 346,211.10	\$305,157.00
Web Payments Online for All Departments	\$ 2,647.50	\$ 5,575.00	\$1,185.00
Grand Total	\$ 371,656.65	\$ 351,786.10	\$306,342.00



Hobbs Express

Monthly Report - February 2021

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

Passenger Activity	<i>Prior Month</i>	<i>Reporting Month</i>
	Jan-21	Feb-21
No. of Elderly Passengers	274	341
No. of Non-Ambulatory Passengers	94	122
No. of Disabled Passengers	76	92
No. of Other Trips	457	503
Total Passenger Trips	901	1058

Bus Route Trips	446	611
Rapid Line Trips	0	0
Total Bus Route Trips	446	611
Total Demand Response/Paratransit Trips	455	447
Total Passenger Trips	901	1058

Vehicle Statistics	<i>Prior Month</i>	<i>Reporting Month</i>
	Jan-21	Feb-21
Total Vehicle Hours	306.25	305
Total Vehicle Miles	5,523	5,283

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



**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
February 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>	6	151	13

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):

New Building Dataset: The GIS division has been working on early steps of updating our building footprint dataset. A lot of these changes are to remove redundant fields in the buildings dataset and to add in our asset management fields for future usage. At the end of Feb the GIS division is still waiting on input from 3 other dept.

Lidar Pavement (Update): The GIS division has continued working on updating the streets polygon dataset using the edge of pavement created as part of the Mobile Lidar. At the end of Feb the GIS division has completed basic creation of the polygon, and is starting work on splitting the polygons into sub-segments to simplify map creation.

Phase 11 Waterline GPS (Update): After the kickoff of Phase 11 Waterline, the GIS division has been assisting Souder, Miller & Associates with GPS training on the City of Hobbs' Trimble R8s. As soon as Legal and Finance depts. can update the SMA contract to cover them operating the City of Hobbs' Trimble R8s, the unit will be turned over to SMA until the end of the Phase 11 Waterline project.

Commissioner Map with Parks: On Feb 2 the GIS division started work on a set of maps for the Parks and Open Spaces dept. The maps show the parks in each Commissioner District so the P&OS dept. can show each Commissioner what projects are ongoing in there district. There is not an estimated end date for the maps part of the project.



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

Fire Grounds Map: On Feb 10 HFD and General Services requested that the GIS division create a map of the City owned property in Nadine. The maps is to be used to look at underground utilities in the area of a controlled/training burn.

Storm Drain Area Map: On Feb 23 the GIS division received a request for a map of the Grimes and Main Street Drainage channel form General Services. This map is going to be used to help General Services see the area and plan for a fence install to prevent illegal dumping.

Parks Maps (Update): During Feb the GIS division continued assisting Parks and Open Spaces with maps for Park and Green Space rehabilitation. This project is ongoing.

PLANNING DEPARTMENT:

The following is a summary of the historical growth statistics.

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

City Commission Planning Summary:

February – The Planning Department did not present any items to the City Commission.

Planning Board Summary:

February - The Planning Board reviewed and considered action on 2 items and reviewed 1 Sketch Plan in a Virtual Meetings:

- Review and Consider Preliminary Plan Approval for The Mesquite Draw Subdivision, as submitted by property owner, Daniel Johncox. (Recommend Approval)
- Review and Consider Preliminary Plan Approval Liberty Hill Subdivision Unit 1 & 2, as presented by property owner, ALJO, LLC. (Recommend Approval)
- Reviewed proposed reduction in front yard setback and off street parking requirements for an entire proposed subdivision. (Discussion Only)
- Review Minor Residential (Rural) Section as promulgated within the City of Hobbs Major Thoroughfare Plan and the development of lots not fully served with public utilities (public water & on-site septic) (Discussion Only)



**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
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TRAFFIC DIVISION:

The City of Hobbs has 41 traffic signals, 3 HAWK signals, 15 school zone flashers, 8 flashing beacons, 4 radar speed signs, 1829 STOP signs, 354 warning signs, 2489 street name signs, and 1771 other regulatory and informational signs to maintain and repair regularly.

Total 1,326 tracked intersections

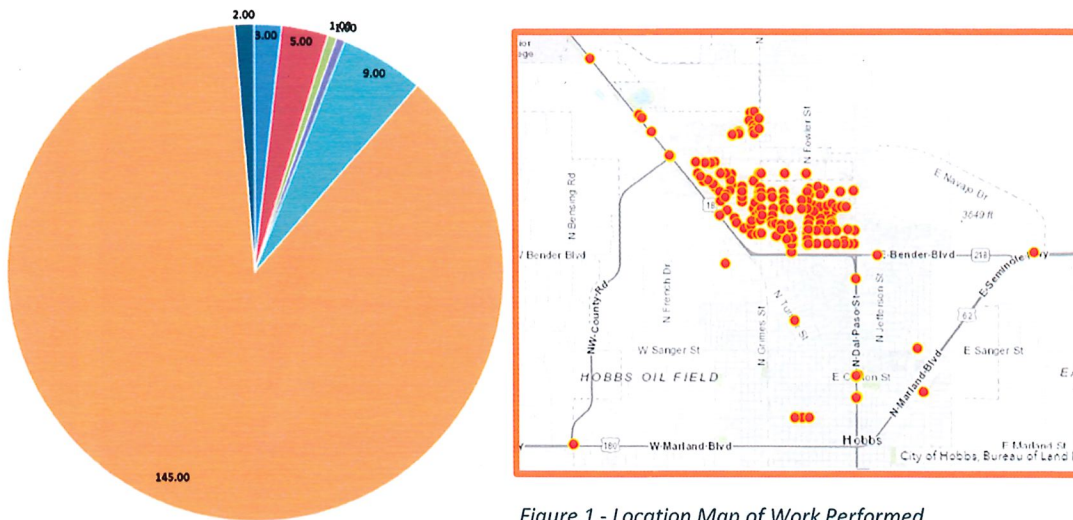


Figure 1 - Location Map of Work Performed

- Int in Flash or Malfunction = 3 ■ Detector Adjusted = 5 ■ Wiring Probe Repair = 1 ■ Visor Replace = 1
- New St. Name Sign Made = 9 ■ Inspected Intersections = 145 ■ Work Order = 2

Major Damage:

- Lovington Hwy and Joe Harvey east bound pole struck by vehicle, replaced 5 section and transformer base.

Dal Paso / Clinton Repairs

- Dal Paso and Clinton complete all repairs made.



COMMUNICATIONS DEPARTMENT
Monthly Report
February 2021
Submitted March 15, 2021

PRESS/MEDIA ACTIONS

The Communications Department distributed the following press releases and PSAs:

- Senior Center Tax Prep 2/12/21
- Chevron Grant Donation 2/18/21
- HFD Selected to Participate in NFPA Community Risk Reduction Pilot Program 1/20/21

PSAs – shared on socials

- Hobbs City Commission Meeting 2/1/21
- Covenant Vaccine Clinic at Booker T. Washington Park 2/3/21
- Tips to Prepare Your Home and Stay Warm 2/11/21
- Pet Safety Tips (for inclement weather conditions) 2/11/21
- Stay Home – Avoid Driving 2/13/21
- Intermittent Power Outages 2/14/21
- Rolling Electricity Blackouts 2/15/21
- City Offices Delay Opening 2/15/21
- Park Lakes are Closed (due to freezing) 2/16/21
- Drive Slow – Brake Slow 2/18/21
- Covenant Vaccine Clinic at Booker T. Washington Park 2/23/21
- Crack Sealing on Grimes 2/23/21
- We are YELLOW! 2/24/21

Other Press Actions:

All public information is regularly shared on social media, on the website, and on the Hootboard kiosk located on the first floor City Hall lobby. We monitor and respond when necessary to likes, comments, messages, reach, and other online communication related to the City of Hobbs. See “OTHER DEPARTMENT DUTIES, FOCUSES, AND ACTIONS” for more info on social media posts.

- Entered requisition for PO for Hobbs News-Sun Progress Edition ad
- Daily social media posts to Keep Hobbs Clean and Beautiful pages with #yeshobbs tag

2020 CENSUS

- Continued coordination with State’s Census Commission Coordinator – new deadline for results to be announced has not yet made by the Census Bureau
- Continued communication with State Complete Count Commission Coordination and Lea County Complete Count Committee Chair
- Returned unclaimed gift certificates for local businesses back to the County



COMMUNICATIONS DEPARTMENT

Monthly Report

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Submitted March 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

- PHB United Way
- PSA Handwashing Hero Ends TFN
- Senior Center Tax Prep Ends April 15
- COVID PSA Eng and Span Contact
- HPD Recruitments Ends TFN
- COVID PSA Eng-Hello
- Animal Adoption Feral Cat Ends TFN
- Hobbs Express with #2014-01
- Legal IF-Meghan 1 Generic
- Center For the Arts & ATK ends March 8, 2021
- Fly Hobbs 2021 QRT.1 ends March 31
- Hobbs Chambers-Hobbs Job Fair Ends April 1
- CORE Hobbs Ends March 31
- CORE Group and Personal Training Ends April 1
- Skate Park Open ends March 31
- United Way Favorite Woman End Feb 28
- United Way Coats Ends March 5
- United Way Spotlight End Feb 28
- LCCA Ends March 31
- United Way Social Media Ends Feb 25
- United Way Facebook Live Ends March 31
- United Way Heater End March 31
- HPL New Hours end TFN
- Fly Hobbs Spanish ad
- Fly Hobbs New Ad



COMMUNICATIONS DEPARTMENT

Monthly Report

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Submitted March 15, 2021

CONVENTION VISITORS BUREAU MAIN FOCUSES

- The CVB worked with getting models, location, and mask ready for the Recovery Production with New Mexico Tourism through the month of February, gearing up for the production day on the 24th. The places choosing are New Mexico Junior College, Western Heritage Museum, Rockwind Golf Course, and Grill.
- The CVB worked with New Mexico Magazine on a Written Article about Hobbs and the history of Hobbs. We contacted five small business owners whom we used to help write the article. The article will be published in New Mexico Magazine in the upcoming year and available for us to use on our website and social media.
- The CVB was awarded a recovery grant in the amount of \$8671.00 to design a department website. To be used to help market all hospitality and the City of Hobbs. We were also working with Sunny505 out of Albuquerque on what we will want to see on the web site's pages to help with events and marketing.
- The CVB Participated in a webinar Partner Workshop: "Digital Marketing During COVID, part 1 and 2" on February 16th and 17th.
- The CVB has organized a committee for Keep Hobbs Clean and Beautiful. We have also formed a plan for the next clean-up and to participate in COVID safe practices.
- The CVB is continuing to work with hotels and restaurants on updates about COVID and any other concerns they might have during this time. The Best Western Hotel has raised concerns with many suspicious activities in the area, and I have reached out to the Hobbs Police Department to see if they can assist and help.

LISTED EVENTS

Currently, we are working with Rockwind Golf Course on (Mo' Betta Golf Tournament)



COMMUNICATIONS DEPARTMENT
Monthly Report
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SOCIAL MEDIA INSIGHTS



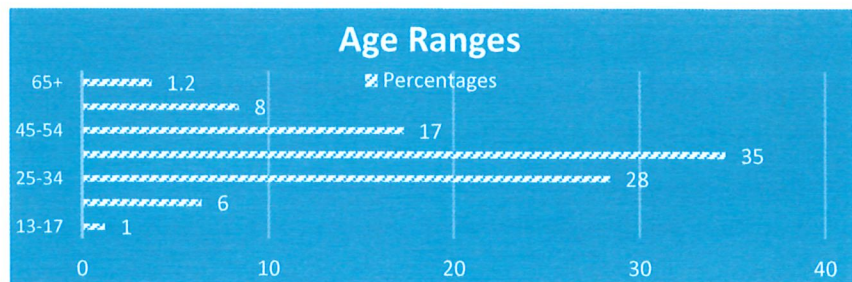
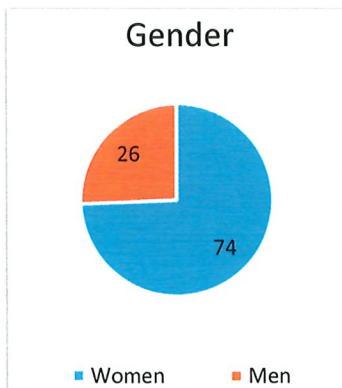
Facebook – last 28 days
(February 12 – March 11)

Page Views	Post Reach (people reached)	Post Engagement	Page Likes
236% increase (2,672 total)	310% increase (72,044 total)	676% increase (27,884 total)	305% increase (356 new)



Instagram
(January 2 – February 1)

Reach	Followers	Profile Visits	Interactions	Impressions
1,580 (22% increase)	1,764 (.3% increase)	178 (4.9% decrease)	366 (22.3% decrease)	13,546 (5.5% increase)





COMMUNICATIONS DEPARTMENT

Monthly Report

February 2021

Submitted March 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 virtual Commission Meetings viewings
- Viewed Governor's live-streamed press conferences via Facebook
- Regular cleaning and sanitizing of office areas to comply with CSPs
- Photos and video ops
- Post employee milestone photos to social media accounts
- Holiday ads to announce closures and hours
- Reviewed Social Media Policy (continued)
- Online municipal employee trainings
- FEMA public information planning with GIS Division
- Spanish lessons
- Creation of a branded City of Hobbs presentation
- Creation of annual State of the City presentation
- Set up organization-wide Dropbox account with 20 licenses
 - Licenses distributed and set up
- Updated FEMA flood brochure
- Collaborated with Firefighter Combat Challenge organization to host in 2021 (date reserved)
- Facebook Live with Hobbs Police Department detectives; topic was securing vehicles, trailers, etc. (auto burglaries are currently high)
- Digital newsletter draft for City Manager
- Drafted Progress Letter for Mayor and City Manager
- Joined the Project ECHO COVID collaboration team



COMMUNICATIONS DEPARTMENT

Monthly Report

February 2021

Submitted March 15, 2021

Livestreamed City Commission Meetings for February 2021

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

	Viewers	Total Number of Viewers	Total Minutes
Recorded Viewers	84.6%	296	1517
Live Viewers	15.4%	54	1634
Total	100%	350	3151

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, 2021-February 26, 2021

Commercial

COMM MECHANICAL	Commercial	21	31,500.00	5,382.00
COMM PLUMBING	Commercial	14	21,000.00	862.00
COMM SEWER TAP & EXCAVATION	Commercial	2	3,000.00	580.00
COMMERCIAL ADDITION	Commercial	2	15,000.00	144.00
COMMERCIAL ELECTRICAL	Commercial	13	19,500.00	3,004.00
COMMERCIAL REMODEL	Commercial	7	190,494.00	840.00
COMMERCIAL RE-ROOFING	Commercial	4	438,100.00	1,032.00
COMMERCIAL SIGN	Commercial	2	3,720.00	60.00
INDUSTRIAL EXCAVATION	Commercial	1	1,500.00	1.00
		66	723,814.00	11,905.00

Residential

RES MECHANICAL	Residential	23	34,500.00	1,834.00
RES PLUMBING	Residential	43	63,000.00	2,415.00
RES SEWER TAP & EXCAVATION	Residential	8	12,000.00	3,010.00
RESIDENTIAL ADDITION	Residential	5	112,600.00	710.00
RESIDENTIAL CURB CUTS	Residential	2	7,646.00	35.00
RESIDENTIAL DEMOLITION	Residential	3	29,000.00	230.00
RESIDENTIAL DRIVEWAY	Residential	1	3,250.00	20.00
RESIDENTIAL ELECTRICAL	Residential	50	75,000.00	3,729.00
RESIDENTIAL FENCE	Residential	2	6,800.00	20.00
RESIDENTIAL MANUFACTURED HOME	Residential	2	194,847.00	120.00
RESIDENTIAL REMODEL	Residential	7	233,336.00	1,240.00
RESIDENTIAL RE-ROOF	Residential	2	21,250.00	210.00
RESIDENTIAL SINGLE FAMILY	Residential	17	4,446,725.00	9,292.03
RESIDENTIAL SWIMMING POOL	Residential	1	70,000.00	250.00
		166	5,309,954.00	23,115.03

CODE ENFORCEMENT NUMBERS FOR FEBRUARY 2021

Code warnings	36
Code citations	2
Code complaints	22
Animal warnings	18
Animal citations	2
Animal complaints	163

Hobbs Animal Adoption Center
City Manager's Report Feb 2021

Febraury 2021

	Cats	Dogs
Intakes:		
Dead on Arrival	13	7
Stray	33	147
Transfer		
Unwanted	20	74
Low Cost	66	38
Quarantine	1	9

Total 133 275

Disposition:

Adopted	26	63
Died at Facility	5	1
Dead on Arrival	9	6
Escape trap		
Euthanized	16	26
Rescued	3	135
Return Owner	5	30
Low Cost	65	34

Total 129 295

**Monthly Measurement
Finance Department
Fiscal Year 2021**

Cash Statistics	Feb 2020	Feb 2021
Beginning Cash Balance	\$ 142,219,161	145,240,203
Monthly Cash In (Revenue - all funds)	\$ 10,283,426	8,947,561
Monthly Cash Out (Expenditures - all funds)	\$ 9,922,752	8,775,690
Ending Cash Balance	\$ 142,579,835	145,412,074

Finance Transaction Statistics

	Feb 2020	Feb 2021		
Total Number of PO's issued	266	272	daily average	13.60
Total Number of Invoices Processed	1,706	1358	daily average	67.90
Total Number of Checks Written (A/P)	799	768	weekly average	192.00
Total Number of Checks Written (Payroll)	1,204	1130	bi-weekly average	565.00

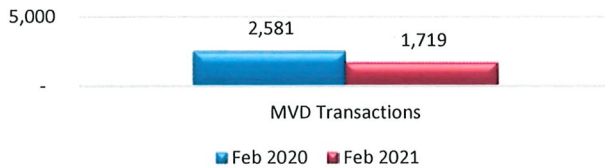
Financial Transaction Averages



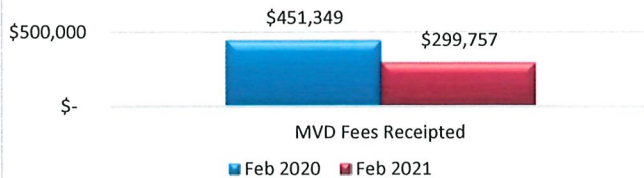
MVD Statistics

	Feb 2020	Feb 2021		
MVD Transactions	2,581	1,719	daily average	85.95
MVD Fees Received	\$ 451,349	\$ 299,757	daily average	\$ 14,987.83

MVD Transaction Averages



MVD Fees Received



FIRE SUPPRESSION/PREVENTION

February 2021

ALARMS

Alarms (City)	130
Alarms (County)	27
Total Alarms	157

ZONES

Zone 1 (NW City) 42	Zone 5 (NW County) 14
Zone 2 (NE City) 33	Zone 6 (NE County) 6
Zone 3 (SE City) 30	Zone 7 (SE County) 4
Zone 4 (SW City) 25	Zone 8 (SW County) 1
Out of District 2	

TURNOUT TIMES (Dispatch to Enroute)

Station 1	1:38
Station 2	1:18
Station 3	1:33
Station 4	1:02
Average	1:22

AVERAGE RESPONSE TIME (Dispatch to Arrival)

Station 1	5:30
Station 2	5:41
Station 3	3:31
Station 4	4:56
Average	4:54

PREVENTION PROGRAMS

Fire Investigations	7
Fire/Safety Inspections	56
Smoke Detectors Installed	8
Public Education Activities	8
Plan Reviews	4
Burn Permits Issued	6

FIRE RESPONSE BY STATION

Station 1	62
Station 2	40
Station 3	33
Station 4	22

MOST COMMON DAY/TIME

Monday (0800 - 0859 hours)

FIRE DEATHS/INJURIES

Fire Deaths - 0
Fire Injuries - 0

STRUCTURE FIRES

Structure Fires - 12

FALSE ALARM RESPONSE

False Alarms - 47

TRAINING HOURS

Fire Training	1385
EMS Training	61

EMERGENCY MEDICAL SERVICES

February 2021

EMS RUN BREAKDOWN

City Response	570
County Response	31
Total Responses	601

ZONES

Zone 1 (NW City)	256	Zone 5 (NW County)	5
Zone 2 (NE City)	89	Zone 6 (NE County)	14
Zone 3 (SE City)	110	Zone 7 (SE County)	0
Zone 4 (SW City)	115	Zone 8 (SW County)	12

AVERAGE RUN TIMES

Enroute:	4:22
At Scene:	5:02
To Destination:	21:21
Back in Service:	34:51

MOST COMMON DAY/TIME

Tuesday – 107 calls for service
Tuesday – 22 calls from 15:00 – 17:59 hours

MOST COMMON COMPLAINT

Breathing/Respiratory & Falls – 53 calls

OUT OF TOWN TRANSFERS

Lubbock	18
Midland	3
Odessa	0
Roswell	11
Carlsbad	0
Airport	13

CARDIAC ARREST RESPONSES

Cardiac Arrest	7
ROSC	1
ROSC = Return of Spontaneous Circulation	

EMS BILLING

Collected	\$204,547.18
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Highlights for the month of February

- 8 CPR classes provided to requesting businesses
- 2 warnings issued by Fire Prevention staff for illegal parking of tanker trucks
- Blue Card IC Training for all Officers completed
- HFD Goal Planning completed

February 2021 General Services – Building Maintenance

Work performed by City Carpenters

2	Door repairs
38	Ceiling tile replaced
2	Door lock repaired
17	Roof inspections
2	Walls repaired
20	Building repaired
120	Installed floor tile at PD
37	Work Orders

Location of work performed

8	City Hall
20	Police Department
8	Senior Center
1	DA
5	Library
1	Municipal Court

Break down of work performed by the Electricians

15	Light repairs
2	AC repairs
41	Heater repairs
7	General electrical work
14	CORE work

Location of work performed.

14	CORE
2	Library
3	City hall
1	Annex
6	PD
4	Fire stations
12	DA building
7	Parks
6	Senior center
2	AAC
2	Streets
1	Municipal Court
1	Waste water
1	Crime Lab

February - 2021
General Services - Garage

In February - 2021 The City Garage had a total of 198 Repair Orders/Invoices. Of the 184 R.O./Invoices, 97 were repaired in house and 101 were out sourced. The monthly total outlay for the garage as well as subcontracted parts and labor totaled \$ 51,477.84 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	2	6	19.95	136.00	2,117.20	2,600.00	4,873.15
Fuel System	1	0	14.50	102.00	0.00	0.00	116.50
Complete Wash	0	3	0.00	0.00	222.60	0.00	222.60
Filters	1	1	12.00	34.00	226.85	0.00	272.85
Service Calls	22	0	1,170.00	2,431.00	0.00	0.00	3,601.00
Miscellaneous Maintenance	28	18	755.63	1,615.00	10,581.53	2,577.47	15,529.63
Brakes	1	4	0.00	34.00	2,498.37	1,763.25	4,295.62
Steering/Suspension	1	0	0.00	0.00	624.76	417.72	1,042.48
Tires	8	33	561.50	289.00	1,555.52	1,555.43	3,961.45
Wheels/Hub	0	1	0.00	0.00	476.40	360.00	836.40
Transmission	0	0	0.00	0.00	0.00	0.00	0.00
Charging System	14	7	364.66	799.00	1,343.64	208.50	2,715.80
Lighting	5	2	48.60	255.00	14.10	0.00	317.70
Preventive Maintenance	13	20	1,771.46	884.00	1,864.05	0.00	4,519.51
Exhaust	0	0	0.00	0.00	0.00	0.00	0.00
Cranking	0	0	0.00	0.00	0.00	0.00	0.00
Engine	1	1	0.00	68.00	5,763.18	3,341.97	9,173.15
Accident Repair	0	0	0.00	0.00	0.00	0.00	0.00
Safety Recall	0	2	0.00	0.00	0.00	0.00	0.00
Warranty	0	3	0.00	0.00	0.00	0.00	0.00
Monthly Total	97	101	4,718.30	6,647.00	27,288.20	12,824.34	51,477.84

	# of R.O./Inv	Parts	Labor	Total
City Garage Staff	97	4,718.30	6,647.00	11,365.30
Vendor	101	27,288.20	12,824.34	40,112.54
	198	32,006.50	19,471.34	51,477.84

Street Department Monthly Report February 2021

Break down of work performed by the Street Department Crew:

Man Hours	Activity
256 HRS	Street Sweeping
129 HRS	Building Brooms
105 HRS.	Cold Mix Patching
102 HRS	Crack Seal
11 EA.	Street Complaints
2 EA	Alley Complaints
256 HRS	Storm Sewers & Inlets
73 HRS	Equipment Maintenance
214.5 HRS	Hot Mix patching
64 HRS	Maintenance
16 HRS	Working in the Welding Shop
6 HRS	Deicing Streets
14 HRS	Meetings and Schools
136 HRS	Alley work
80 HRS	Work for Parks Department

The total amounts of material hauled or used:

Quantity	Material
228 YDS	Sweepings
300 GAL	Unmetered Water
174 YDS	Alley Material
1,650 LBS.	Pollex24 3 Rubber
14 YDS.	Hot Mix Used
10.75 YDS.	Cold Mix Used
3.600 gal	Brine
405 YDS.	Trash Hauled
2,046 yds.	(Silt) Dirt

Calls responded to:

Number	Type
14	Dispatched – accidents, spills, debris



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

Recruitment:	February 2020	February 2021
• Applications Received/Reviewed	364	201
• New Hires	19	2
• Re-Hires	11	2
• Transfers/Promotions/Demotions	12	7

Personnel Actions:	February 2020	February 2021
• Performance Reviews	48	27
• Retirements	0	1
• Terminations	20	7
• Other(certs, shift moves)	8	20
• Educational Incentives	--	0

New Position Postings in February:

Parks Specialist	Sportsfield Maint Wkr
City Manager	Ww Control Operator
Hobbs Express Driver (Cdl)	Utility Maintenance Worker
Code Enforcement Officer	Meter Service Investigator
Core Kids Specialist	Community Services Assistant
Legal Assistant I	Circulation Technician

Training:

- Municipal Employee Safety

Team Involvement:

- Tracy participated in a two day local government leadership class provided by Leadership NM
- Jesse Doran provided NeoGov Perform training to the Recreation leadership team

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 Feb. 2021

- 91 Request for service
- 89 Completed
- 0 Bulletin Board related
- 1 Camera related
- 12 Email related
- 14 hardware related
- 0 internet related
- 3 network related
- 3 password resets
- 6 phone related
- 17 radio related
- 2 projects related
- 21 software related
- 9 User Setup
- 3 webpage related

Special accomplishments:

- Setup equipment for livestreamed virtual commission, and board meetings.
- Built and/or installed 7 new computers.
- Install and configure wireless mesh WIFI for Senior Center.
- Installed driver and firmware updates on virtual server environment.



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

- ❖ Hobbs City Commission – Efren Cortez (2/1 and 2/16)(closed 2/16)
- ❖ Cemetery Board – (N/A)
- ❖ Community Affairs Board – (N/A)
- ❖ Library Board – (2/2)
- ❖ Lodger's Tax Board – (N/A)
- ❖ Planning Board – Valerie Chacon (2/16)
- ❖ 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	1
❖ Agenda Items drafted	2
❖ 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	4
❖ Contract Review	15
❖ IPRA Review	7

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, Rocio A. Ocano, is primarily tasked with prosecuting all criminal matters filed in the Hobbs Municipal Court. Assistant City Attorney, Valerie S. Chacon, is primarily tasked with representing the City of Hobbs in property disputes, employment matters, and other civil issues. 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 tasked with advising management and elected officials on legal issues and also oversees operations of the City Attorney's Office.

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

❖ Pretrial Release Hearings:	0
❖ Probation Violations:	0
❖ Pretrials (Pro Se):	205
❖ Pretrials (Attorney):	50
❖ Trials:	78
❖ Dangerous Dogs/Petitions:	2
❖ DWI Cases:	2
❖ Appeals in District Court:	0
❖ Pleadings:	141

❖ Condemnation Reviews	50
❖ Property Acquisition Reviews	1
❖ Property Document Reviews	1
❖ Property Correspondence	1
❖ Foreclosures Filed	0
❖ Property Liens Filed	8
❖ Civil ADR:	0
❖ Demand Letters:	14
❖ Misc. Hearings (Mun./Dist./Fed.):	1
❖ Trainings:	1
❖ Witness Interviews:	16
❖ In-office consultations:	22
❖ Discovery Submissions:	24
❖ Letters/Correspondence:	1,350

Areas of Notoriety:

- ❖ The City Attorney’s Office worked in conjunction with the Human Resources Department to successfully retain the City of Hobbs Labor Management Relations Board upon approval from the Public Employee Labor Relations Board on February 15, 2021.
- ❖ Assistant City Attorney, Valerie S. Chacon, worked in conjunction with the City’s Code Enforcement Department to present a Resolution to the City Commission requesting that 41 previously condemned properties be removed from the City’s condemnation list. The properties in question had been cleaned and/or remediated warranting removal from the list.

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

February, 2021

Hobbs Public Library

CIRCULATION: 4,504

CIRCULATION BY MATERIAL TYPE:

Books and Periodicals	2,452
Audio Books & Music	108
DVDs	1,513
E-Books/E-Audio (OverDrive & Gale)	431

CIRCULATION BY PATRON TYPE:

Adult	2,680
Juvenile	459
Senior Citizen	873
Used in Library	492

Total Children's Items Circulated 1,314

Total Adult Items Circulated 3,190

CIRCULATION WITH OTHER LIBRARIES:

	Borrowed	Loaned
Interlibrary Loans	0	0
ELIN Loans	11	3

Patron Visits	1972
Overdue Notices Sent	198
Curbside Patrons	2

PROGRAMS & PUBLIC SERVICES:

Passive Programs Provided	6
Passive Programming Participation	301
Facebook Post Reach	1145
Meeting Room Use	1

Web Site Usage	3176
HPL Database Usage	1063
Reference Questions	43
Public Computer Use	242
Board Games	0

PATRON PROFILES:

Adult	20,554
Juvenile (Under 18 Years)	3,905
Senior Citizens (62+ Years)	3,834
Temp ELIN	2,203
Total Active Borrowers	30,496

RECEIPTS:

Materials Paid For	\$38.30
Fines & Fees	\$220.32
Copy Machine & Public Printouts	\$202.27
Total	\$460.89

Library Patrons Added This Month 33

ITEMS ADDED:

Total Items Added	714
Items Weeded	420

HOLDINGS:

Total Library Holdings	152,965
------------------------	---------

City Manager's Report
Municipal Court - February 2021

Monthly Cases:

Traffic Citations	670
Misdemeanor Citations	44
Environmental Citations	9
Fire Code Violations	0
AGG. DWI	1
DWI – 1 ST	<u>2</u>
Total	726

Courtroom Activity:

Video Arraignments (Jail)	98
Court Appearances – A.M.	21
Court Appearances- P.M.	102
Virtual Court	7
Pretrial Court Appearances – A.M.	56
Pretrial Court Appearances – P.M.	52
Attorney Pretrial	28
Trial Cases	<u>20</u>
Total	384

Other Activity:

Summons issued	485
Warrants issued	<u>239</u>
Total	724

Fines/Fees Assessed:

Fines	\$82,575
Penalty Assessment Fee	4,870
Automation Fee	3,228
Judicial Education Fee	1,614
Correction Fee	10,760
DWI Prevention Fee	225
DWI Lab Fee	255
Copies/Misc. Fee	<u>0</u>
Total	\$103,527

Fines/Fees Collected:

Fines	\$41,767
Penalty Assessment Fee	5,171
Automation Fee	3,669
Judicial Education Fee	1,833
Correction Fee	12,542.66
DWI Prevention Fee	338.34
DWI Lab Fee	182
Copies/Misc. Fee	0.00
Bond Forfeiture	<u>529</u>
Total	\$66,032.00

City Manager – February Report

2021

1. Crews performed snow removal operations twice in February
2. Sports replaced safety netting at Varisty Fields
3. Sports performed a deep groom of all artificial fields to prepare for use
4. POSD crews continue working to clean up Grimes & Main Storm Channel
5. Cemeteries had 25 interments and poured 11 foundations
6. Cemetery Office renovations began
7. Pre-Emergent Herbicide Applied
8. Sump Pump installed at City Park
9. McAdams/Trails crew removed unsafe trees leaning over lake at Green Meadow
10. Golf Crews replaced sod on #1 green
11. Crews repairing broken water and irrigation lines throughout city left from hard freeze during Winter Storm Uri

Parks & Open Spaces Department
Authored by: Bryan Wagner



|| ALL HAPPENS HERE.



THE CITY OF
HOBBS, NEW MEXICO

4827 NORTH LOVINGTON HIGHWAY
 RECREATION DEPARTMENT

HOBBS, NEW MEXICO 88240
 (575) 397-9291

**Recreation Department
 Monthly Report - February 2021**

Divisions

CORE
 Senior Center Recreation
 Rockwind Clubhouse
 Teen Center

CORE

Despite being closed for a few days due to inclement weather, the CORE was able to increase revenue from the previous month by nearly 38%. Memberships also grew by 174 bringing the total membership count to 1127.

Revenue and Participation

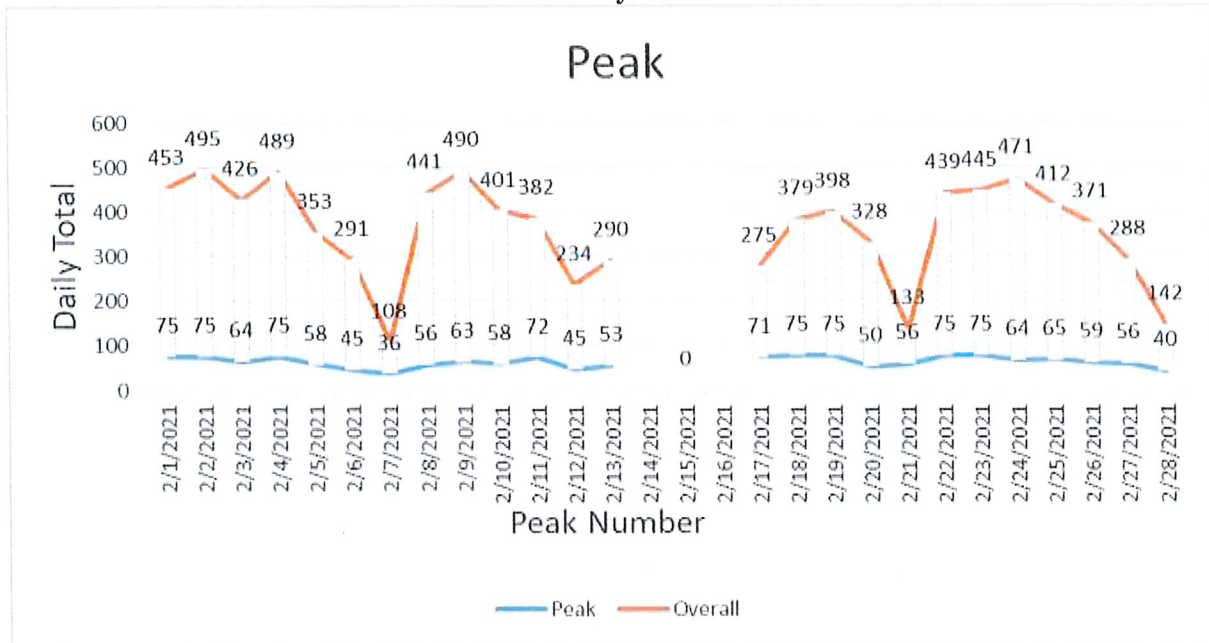
Fitness Unlimited (incl. Fit. Unlim. Passes)	38
Day Passes Sold	558
Week Passes Sold	3
Month Passes Sold	49
Annual Membership Attendance	663
Monthly Membership Attendance	8,943
Month-to-Month Pass Attendance	279
Swim Lessons - Sessions	-
Swim Team Members	-
Wellness Pool	303
kidWATCH	312
kidFIT	215
Group Classes (ie: Yoga Fit, UrbanKick, Senior Fit, Power Ride, Power Cuts, Masters Swimming etc.)	269
Special Events (ie: Easter Egg Dive, Spooktacular, etc.)	-
Total Participants & Visits	11,632
Total Revenue	\$42,781.40

Membership Recap

Memberships Sold in Month	174
Membership Counts	
Family Memberships	700
Individual Memberships	427
Total Memberships	1127
Total Individual Members	6,476

There were 174 new memberships purchased during February.
 Currently, there are 1,127 memberships in total and 6,476 members associated with these memberships.

Peak Daily Total



Average peak number of patrons for the hour in a day is 64

Average daily total of patrons for the day is 357

Senior Center

The Senior Center continues our daily task of providing meals to the senior citizens of our community. Below is some information for February 2021:

Meals:

February 2021 Grab N Go Meals

2,182

February 2021 Home Delivered Meals Served

1,743

Totals

3,925

Donations Received:

\$2,390.75

\$1,631.48

\$4,022.23

No meals were delivered on Tuesday, February 16, 2021, due to inclement weather/power outages. The meal preparation site was without power.

Any leftover meals are frozen and delivered on Fridays to the most vulnerable Home Bound Clients for weekend meals. Frozen meals distributed for February totaled 148.

During February 2021, the Hobbs Senior Center served a total of 396 individual Senior Citizens a total of 4,023 meals. There was a total of 18 serving days in February resulting in an average meal distribution per day of 224 meals.

Renovations: The meal site restroom upgrade project is completed.

Recreation

- Recreation staff are preparing for spring and summer events and reviewing possible options for these dependent on the mandates at the time included in the Public Health Order.
- Recreation staff continue to take reservations from travel baseball teams for Mackey Field and the staff from Parks and Open Spaces are now maintaining the field on a weekly basis.
- Approximately two community members have signed up to adopt plots at the Community Garden which is transitioning into the Parks and Open Spaces Department.

Aquatics

- Ongoing maintenance projects continue at the various seasonal aquatics facilities.
- The two Aquatics Coordinators in the City of Hobbs Aquatics Program have collaborated on a scheduled for spring Lifeguard Training classes.
- Staff is making preparations to being the hiring process for seasonal aquatics staff.
- Brittny Huffman, formerly the Recreation Division’s Program Coordinator, has accepted the position of Aquatics Coordinator which was recently vacated due to a retirement.

Rockwind Community Links Clubhouse

The course was closed February 12th through 18th due to freezing temperatures. This resulted in a drop in revenue of approximately \$2,000 when compared to February 2020. Had the course not been closed, revenue would have certainly seen an increase. The Super Bogey Bowl Golf Tournament was held on Saturday, February 6. A total of 44 golfers, including Super Bowl XIV participant, Preston Dennard, played in the tournament which continued its streak of correctly predicting the winner of the Super Bowl.

Feb-21

Department	Dept Code	Qty	Retail Value	Discount	Pre-Tax Value	Cost Of Goods	Tax TTL	Extension
Golf Equipment Rentals	31432	53	\$252.28	\$0.00	\$252.28	\$0.00	\$12.72	\$265.00
Driving Range	31430	222	\$1,252.11	\$0.00	\$1,252.11	\$0.00	\$63.39	\$1,315.50
Golf Cart Rental Fees	31431	686	\$9,365.10	\$0.00	\$9,365.10	\$0.00	\$472.02	\$9,837.12
Green Fees	99999	1006	\$9,304.44	\$0.00	\$9,304.44	\$0.00	\$480.29	\$9,784.73
Hard Goods Sales	31410	212	\$6,670.57	(\$346.88)	\$6,323.69	\$4,848.26	\$316.46	\$6,640.15
Membership Fees	31420	5	\$2,857.10	\$0.00	\$2,857.10	\$0.00	\$142.90	\$3,000.00
Soft Goods Sales	31401	209	\$4,600.16	(\$250.71)	\$4,349.45	\$2,660.01	\$217.71	\$4,567.16
Food & Beverage	31441	81	\$143.82	(\$20.06)	\$123.76	\$59.05	\$6.59	\$130.35
Totals for Revenue		2474	\$34,445.58	(\$617.65)	\$33,827.93	\$7,567.32	\$1,712.08	\$35,540.01
Grand Total:		2474	\$ 34,445.58	\$ (617.65)	\$ 33,827.93	\$ 7,567.32	\$ 1,712.08	\$ 35,540.01

KEY PERFORMANCE INDICATORS

Feb-21

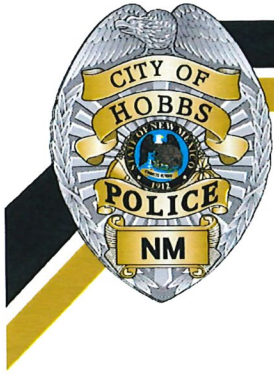
Total Pre-Tax Revenue	\$33,827.93
Total Rounds	1006
Avg Green Fee plus Cart Fee per Round	\$21.40
Total Merchandise Sales	\$10,673.14
Merchandise Sales Per Round	\$10.61
F&B Sales Per Round	\$ 0.12
COGS Hard Goods	77%
COGS Soft Goods	61%
COGS F&B	48%
Rounds w/Carts	68%
Total Revenue per Round	\$ 33.63

GREEN FEE BREAKDOWN

EZLinks Prepaid	0
GolfNow Prepaid	0
Summary for EZLinks Prepaid	<u>0</u>
Player's Pass 18 Walk	126
Summary for Player's Pass	<u>126</u>
Li'l Rock Adult Resident	160
Li'l Rock Adult Non-Resident	0
Li'l Rock Jr. Comp w/Adult	4
Li'l Rock Junior Resident	0
Li'l Rock Junior Non Resident	0
Li'l Rock Replay	0
Li'l Rock Player's Pass	0
Li'l Rock Team Comp	0
FootGolf Adult	0
FootGolf Junior Comp	0
Summary for Par 3	<u>164</u>
Public 18	56
Public 9	1
Public Junior	0
Public Senior	5
Public Twilight	2
Public Replay	0
Specials	0
Youth on Course	1
PGA/GCSAA COMP	0
Summary for Public	<u>65</u>
Punch Pass	12
Summary for Punch Pass	<u>12</u>
Rain Check	8
Summary for Rain Check	<u>8</u>
Resident 18	294
Resident Junior	1
Resident Senior 18	138
League Fee	8
Complimentary Round	8
Resident Twilight	11
Team Practice Round	17
Resident 9	148
Marshal/Team Green Fee	4
Resident Replay	2
Summary for Resident	<u>631</u>
Tournament Fees	0
Summary for Tournament - Public	<u>0</u>
Grand Total:	1006

Teen Center

- With the Teen Center still closed, Teen Center staff continue temporary assignments with other Divisions within the Recreation Department and with other Departments.
- The Teen Center skate park has reopened and is routinely reaching capacity.



HOBBS POLICE DEPARTMENT

March 2, 2021

To: Jeff Moyers, Captain of Agency Support

From: Lorena Brito, Records Administrator

Re: HPD Feb 2021 Stats

	TOTAL	TOTAL	% CHNG	Year to Date	Year to Date	% CHNG
FEB 2020/2021	RPTS	RPTS		2020	2021	
			2020/2021			
	2020	2021				
REPORTED CRIMES	433	338	- 22%	926	778	- 16%
CALLS FOR SERVICE	3,926	3,276	- 17%	7,915	3,879	- 51%
ARRESTS	412	236	- 43%	731	494	- 32%
MURDER	1	0	- 100%	1	0	- 100%
RAPE	2	2	0%	5	3	- 40%
ROBBERY	1	0	- 100%	9	0	- 100%
ASSAULTS AND BATTERY	56	69	23%	124	150	21%
BURGLARY	31	28	- 10%	93	82	- 12%
LARCENY	58	31	- 47%	116	74	- 36%
SHOPLIFTING	47	27	- 43%	106	52	- 51%
AUTO THEFT	20	19	- 5%	49	38	- 22%
ARSON	1	1	0%	1	3	100%
FORGERY	0	0	0%	0	1	100%
FRAUD	14	7	- 50%	26	8	- 69%
EMBEZZLEMENT	1	0	- 100%	3	2	- 33%
REC. STOLEN PROPERTY	2	1	- 50%	3	1	- 67%
VANDALISM	52	45	- 13%	116	108	- 7%
WEAPONS OFFENSES	5	1	- 80%	10	5	- 50%
DOMESTIC VIOLENCE	27	31	15%	55	69	25%
ASSAULTS/BATTERY ON PO	5	9	80%	13	16	23%
SHOOTING AT/FM MV OR DWELLING	4	3	- 25%	7	3	- 57%
CITATIONS ISSUED	1,413	970	- 31%	3,049	1,881	- 38%
DW	17	3	- 82%	45	11	- 76%
TRAFFIC CRASHES	105	61	- 42%	222	108	- 51%

UTILITIES DEPARTMENT

WATER DEPARTMENT		2020		2021	
<u>CLASS</u>	<u>ACTIVE</u> <u>ACCOUNTS</u>	<u>Billed gallons</u> <u>January 2020</u>	<u>ACTIVE</u> <u>ACCOUNTS</u>	<u>Billed gallons</u> <u>January 2021</u>	
Residential	11,180	60,755,524	11,827	59,188,397	
Commercial	1,783	43,321,793	1,808	34,482,526	
City Accounts	216	4,366,758	215	2,209,538	
School Accounts	56	733,261	58	1,255,794	
Irrigation	246	2,036,588	251	2,437,339	
Unbilled Maintenance		850,000		1,220,000	
	13,481	112,063,924	14,159	100,793,594	

LABORATORY	February 2020	February 2021
Total Drinking Water Tests	48	47
Total Wastewater Tests	708	704
Liquid Waste Received (gallons)	397,896	221,605

WASTEWATER RECLAMATION FACILITY		
Influent (Million Gallons)	86.906	81.780
Effluent (Million Gallons)	83.620	75.543
Solids Removed (Dry Pounds)	153,728	*0

*No solids data due to ongoing centrifuge run. Results will post on March 2021 report

WATER PRODUCTION REPORT - FEBRUARY 2021

WATER PRODUCED

Total monthly water produced, million gallons	174,785,000
Total monthly water distributed, million gallons	143,216,900

CHLORINE

Monthly chlorine average residual, milligrams/liter	0.56
Monthly chlorine gas dosed to system (lbs)	1,164

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. Due to travel restrictions, we have completed 1/2 of the NMED Sanitary Survey Inspections, part 2 pending.

Drained, Cleaned and Inspected (3) Elevated Water Towers. Arriba, HIAP and Harden Jan-2021.

UTILITY MAINTENANCE FEBRUARY 2021

WORK DESCRIPTION

Meter lid replacement	35
Meter box replacement	15
Meter stop / valve replacement	50
Meter change out 3/4"	100
Meter change out 1"	0
Meter change out 2"	5
Meter change out 3"	0
Meter change out 4"	0
Meter change out 6"	0
Set new 3/4" meter	50
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	100
Service lateral replacement	10 qty. - 280 feet
New Service Lateral	8 qty. - 180 feet
Low water pressure investigation	100 - Weather freeze
Water quality investigations	0
Main line leaks/repair	55
Main line replacement (feet)	600
Valve maintenance	250
Valve new install/replacement	35
Fire hydrant maintenance	65
Fire hydrant repair/replacement	2
Fire hydrant meter maintenance	0
Fire hydrant meter set	2
New fire hydrant installed	0
Vehicle/equipment maintenance hours	20
Unaccounted/unmetered water loss	5,000,000
Miscellaneous afterhour calls	40
Emergency Call Outs (From 5:00pm to 7:00am)	250

WORK DESCRIPTION

QUANTITY

Manhole maintenance	74
Manholes cleaned	62
Sewer main line cleaned	41,457
Sewer stoppages	29
Sewer main line video inspections	0
Odor complaints	5
Sewer pre-treatment additives	35 gallons
Property damage from sewer	0
Sewer main line repair/replacement	2

New sewer main line installation	0
New backflow valve installation	0
Backflow valve maintenance	0
Lift station maintenance	80
Emergency call out (from 5:00 pm to 7:00 am)	142

UTILITIES MONTHLY PLUMBER REPORT FEBRUARY 2021	QUANTITY
Sewer stoppages	5
Odor complaints	2
Water leaks	19
Pool maintenance	16
Gas leaks	2
Emergency call outs (from 5:00 pm to 7:00 am)	0
Core	22