



CITY MANAGER'S MONTHLY REPORT

July 2021

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



Mayor

Sam D. Cobb

City Commission

- R. Finn Smith – District 1
- Christopher Mills – District 2
- Larron Fields – District 3
- Joseph D. Calderón – District 4
- Dwayne Penick – District 5
- Don Gerth – District 6

CITY MANAGER

City Manager
Risk Management Dir.

Manny Gomez
Ann Betzen

LEGAL DEPARTMENT

City Attorney
Deputy City Attorney
Assistant City Attorney

Efren Cortez
Valerie Chacon
Rocio Ocano

CITY CLERK'S OFFICE

City Clerk
Deputy City Clerk
Public Transportation

Jan Fletcher
Mollie Maldonado
Jacque Pennington

LIBRARY SERVICES

Library Director

Sandy Farrell

CITY ENGINEER

City Engineer
Planning
Building Official

Todd Randall
Kevin Robinson
Scott Shed

MUNICIPAL COURT

Municipal Judge
Municipal Court Clerk

Bobby Arther
Shannon Arguello

COMMUNICATIONS DEPT.

Communications Director

Meghan Mooney

PARKS & OPEN SPACES DEPT.

POSD Director
Parks/Cemetery
Golf Course/Trail
Sports Fields

Bryan Wagner
Wade Whitehead
Matt Hughes
Dustin Sharp

FINANCE DEPARTMENT

Finance Director
Assistant Finance Director
Motor Vehicle Dept.

Toby Spears
Deborah Corral
Irene De La Cruz

RECREATION DEPT.

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

Doug McDaniel
Lyndsey Henderson
Ben Kirkes
Michal Hughes
Angela Courter

FIRE DEPARTMENT

Fire Chief
Deputy Fire Chief

Vacant
Barry Young

POLICE DEPARTMENT

Police Chief
Deputy Police Chief
Code Enforcement
Animal Adoption Center

John Ortolano
August Fons
Art DeLaCruz
Missy Funk

GENERAL SERVICES DEPT.

Gen. Svcs. Director
Building Maintenance
Electrician
Garage
Streets

Shelia Baker
Tommy Trevino
Shawn Smith
Matt Berry
Anthony Maldonado

UTILITIES DEPARTMENT

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

Tim Woomer
Bill Griffin
Todd Ray
Kaylyn Lewis

HUMAN RESOURCES DEPT.

H. R. Director
Assistant H.R. Director

Nicholas Goulet
Tracy South

INFORMATION TECHNOLOGY DEPT.

I.T. Director
Assistant I.T. Director

Ron Roberts
Christa Belyeu

RISK MANAGEMENT/EXECUTIVE ASSISTANT REPORT

July, 2021

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

Participated in 1 conference call w/Travelers assigned adjusters to review on-going claims.

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

Endorsed 5 new vehicles and/or equipment to city's insurance policy.

Met with insurance agents to review renewal applications/process.

Reviewed 21 Incident Reports from various city departments, associated police reports and video footage; established claims where required.

Reviewed and established 6 property damage claims on behalf of the City of Hobbs.

Issued multiple purchase orders to repair city vehicles.

Received and reviewed 2 Tort Notices.

Prepared various correspondence for the Mayor and City Manager.

Scheduled 58 meetings for the Mayor and City Manager.

Scheduled 16 meetings in staff meeting room.

Review and approve payroll timesheets.

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

Notarized multiple documents for the public and city staff.

Processed three applications for notary bond.

Assisted 89 callers to Mayor/City Manager's office requesting assistance, general info

Attended department head staff meetings on July 6, 13 and 20, 2021.

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

Completed required safety training.



CITY CLERK'S OFFICE
Monthly Report - July 2021

	May-21	Jun-21	Jul-21
Business Registrations -New	13	26	22
Business Registrations - New Owner	0	2	2
Business Registrations- Change of Address	2	0	4
Renewals	12	66	20
Web Payment Renewals	1	26	5
Total Business Registrations Activity	28	120	49
Active Business Registrations for the Month	2037	2040	2062
Fireworks	0	4	0
Junk Yard Licenses	0	0	0
Liquor License	1	1	0
Mobile Business Licenses	4	4	3
Pawn Brokers	0	1	0
Secondhand Dealer's Licenses	0	3	2
Solicitor's Permit	3	0	1
Temporary Vendor's Licenses	0	0	0
Cemetery Deeds Issued/Processed	34	39	50
Public Documents Notarized	111	120	159
Public Records Request	33	23	29
Regular City Commission Meetings <i>7/6/21 and 7/19/21</i>	2	2	2
Special City Commission Meetings	1	0	0
City Commission Work Session/Closed Meetings	2	1	0
Notice of Potential Quorum <i>7/6/21 & 7/29/21</i>	0	1	2
Resolutions and Ordinances Attested	12	8	17
Consideration of Approval	1	2	3
Total Volume of Transactions on Tyler Cashiering	247	362	286
Total Amount	\$ 315,746.52	\$ 1,240,007.96	\$ 483,035.30
Web Payments Online for All Departments	\$ 96.25	\$ 1,087.75	\$ 4,075.92
Grand Total	\$ 315,842.77	\$ 1,241,095.71	\$ 487,111.22



Hobbs Express

Monthly Report - JULY 2021

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

Passenger Activity	Prior Month Jun-21	Reporting Month Jul-21
No. of Elderly Passengers	452	497
No. of Non-Ambulatory Passengers	108	134
No. of Disabled Passengers	191	125
No. of Other Trips	754	909
Total Passenger Trips	1505	1665

Bus Route Trips	1180	1395
Rapid Line Trips		
Total Bus Route Trips	1180	1395
Total Demand Response/Paratransit Trips	325	270
Total Passenger Trips	1505	1665

Vehicle Statistics	Prior Month Jun-21	Reporting Month Jul-21
Total Vehicle Hours	453.5	461.5
Total Vehicle Miles	7,049	6,491

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



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

ENGINEERING DEPARTMENT

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

Community Programs & Services:

Addressing Assignment:

	This Month	2020 Total	2021 Total
Permanent / Temporary Addresses: <i>*Includes Master Subdivision Addresses</i>	2	151	36

GIS-MAPPING DIVISION:

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

June 2021

ArcGIS Enterprise Server (Update):

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

ERSI User Conference 2021: Between July 12th and 15th the GIS division attended ESRI's virtual User Conference. During the conference the division learned several items that should be implemented during the next 6 months including: updating the enterprise deployment, distributed collaborations, & tools to help us simplify workflows.

Data Collaborations: On July 14th during the ESRI User Conference, the GIS division sat in on a panel about Partner and Distributed Collaborations. These collaborations are ways to share data between systems and organizations in a real-time or near real-time manor. Because of the advantages this will offer the City of Hobbs, the GIS division is working on setting up a collaborations between our Enterprise Deployment & ArcGIS Online, and between the City of Hobbs & Lea County through ArcGIS Online.

Veterans Memorial: Training over the usage of the Trimble R10 and TSC3 GPS units and the use of the new Feature Code Library (FCL). The current plan is the GIS division will support the Parks and Open Spaces dept. during the capture of the irrigation system being installed at the Veterans Memorial. Irrigation install should start in July or August.



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

New FCL (Update): Throughout July the GIS division has been working on a new FCL that will eventually replace the current FCL. The new FCL will be used by SMA and the Golf Course to collect data for the Airport and Veterans Memorial project, respectively. The current plan is to make the new FCL the primary FCL for the City of Hobbs no later than Oct 31st.

Commissioner District data for State: On July 26th the office of the New Mexico Secretary of State contacted the GIS division looking for help in updating their datasets related to the City’s Commissioner (Comm.) District boundaries. During verifying of the data, prior to it being sent out, the GIS division discovered the Comm. districts did not 100% match the City limits. The GIS division corrected the issues with the Comm. Districts and provided the state the updated data.

NM811 Map: On July 21st, the GIS division updated the map used by the NM811 system. The map is used to determine when the Utility Department gets contacted for a line spot request. The changes to the map are to reflect new underground utilities installed as part of Subdivision expansion in the North, West and East parts of Hobbs.

July 2021

PLANNING DEPARTMENT:

The following is a summary of the historical growth statistics.

City of Hobbs Growth Statistics											
Land Development	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
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:

July - The City Commission reviewed and considered the following:

- Approved Resolution No. 7079 - Approving a Development Agreement with Sorrento Property II, LLC, Concerning the Development of Multi-Family Housing.
- Approved Resolution No. 7080 – Approving the Final Plan for Kass Glorietta-Iron Subdivision Located Southeast of the Intersection of Glorietta and Dal Paso as Submitted by Property Management Plus, LLC.

Planning Board Summary:

July - The Planning Board did not have a meeting in July.



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

TRAFFIC DIVISION:

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

Total 1,327 tracked intersections

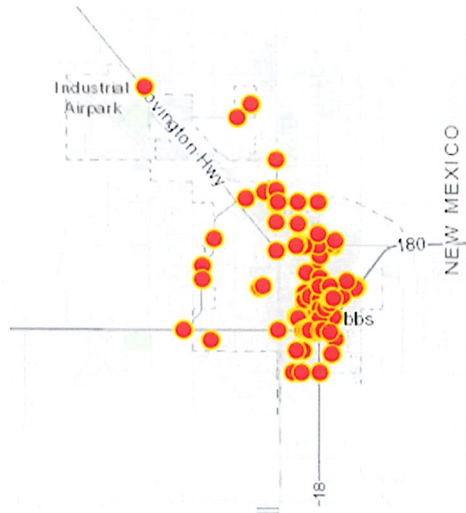
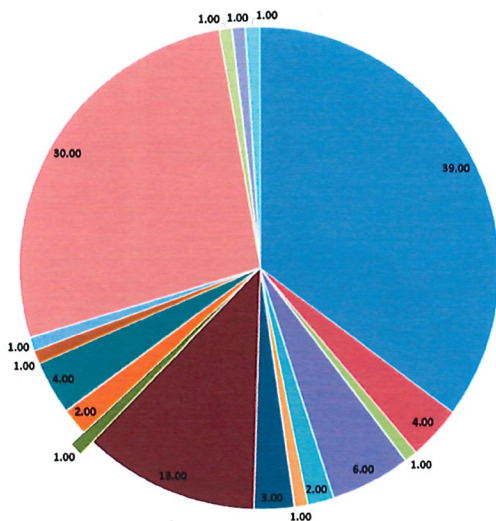


Figure 1 - Location Map of Work Performed

- | | | | |
|----------------------------------|------------------------------|-----------------------------------|-----------------------------------|
| ■ Sign Install / Replace = 39 | ■ LED Module Replace = 4 | ■ New St. Name Sign Installed = 1 | ■ Pole Straighten / Re-bolted = 6 |
| ■ Pole & Anchor Replace = 2 | ■ Call Outs = 1 | ■ Repair Communication = 3 | ■ School Zone Repaired = 13 |
| ■ Detector Adjusted = 1 | ■ New St. Name Sign Made = 2 | ■ Int in Flash or Malfunction = 4 | ■ Camera Replace = 1 |
| ■ Safe Hit Install / Replace = 1 | ■ Test MMU's = 30 | ■ Solar Flasher / Speed Sign = 1 | ■ Signal Head Straightened = 1 |
| ■ Breakaway Base Replaced = 1 | | | |

Major Damage:

- No major damage to report



COMMUNICATIONS DEPARTMENT
Monthly Report
July 2021
Submitted August 18, 2021

PRESS/MEDIA ACTIONS

The Communications Department distributed the following press releases and PSAs:

- 4th of July Fire Safety 7/2/21
- Annual Large Item Pickup 7/16/21

Other Press Actions:

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

- Annual Large Item Pickup advertising
 - Save the date advertised
 - Facebook
 - Instagram
 - Newspaper
 - Weekly newspaper ads created, purchased, and submitted for four months
 - Water bill flyer designed and placed
 - Radio interviews and commercials recorded, purchased, and placed
- Road construction notices
- Director is assisting with marketing duties of the CORE until new Marketing Coordinator position is filled

2020 CENSUS

- Continued communication with State Complete Count Commission Coordinator and Lea County Complete Count Committee Chair
- Census webinars regarding reading and distributing data for different groups – official data expected for release within 2 months



COMMUNICATIONS DEPARTMENT
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RADIO STATION, 99.3 KHBX

City of Hobbs departments and non-profits holding events and programs/activities were contacted and offered to have their announcements included on our radio station. The audio was taken from COVID-19 video(s) off Facebook for new recordings.

CURRENT RADIO ANNOUNCEMENTS

- NMJC Western Heritage
- Convenience Centers Info
- PSA Handwashing Hero
- COVID PSA Eng-Hello
- Hobbs Express
- Legal IF-Meghan 1 Generic
- HPL New Hours
- HPD Recruitment ad
- COVID PSA Eng-Hello
- Waste Management Free Pickups PSA
- COVID Vaccination Info
- COVID PSA English-Spanish Contact
- Handwashing Hero PSA
- Toss It in the Bin
- Water Conservation Period
- Large Item Pickup
- CORE Ninja Warrior
- FlyHobbs Daily Flights
- Library Hours Update
- ATK STEM Programs
- Code Enforcement PSA
- HAAC Spray and Neutering
- ATK Try it Til You Find it
- Library In-Person Programs

CONVENTION VISITORS BUREAU MAIN FOCUSES

- August 2, 2021 - presented NM True CoOp Grant application approval to Commission and received approval to enter agreement and send funds
- NMJC bids for NJCAA Track and Field Meets in 2023 and 2025

LISTED EVENTS

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

COMMUNICATIONS DEPARTMENT
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SOCIAL MEDIA INSIGHTS



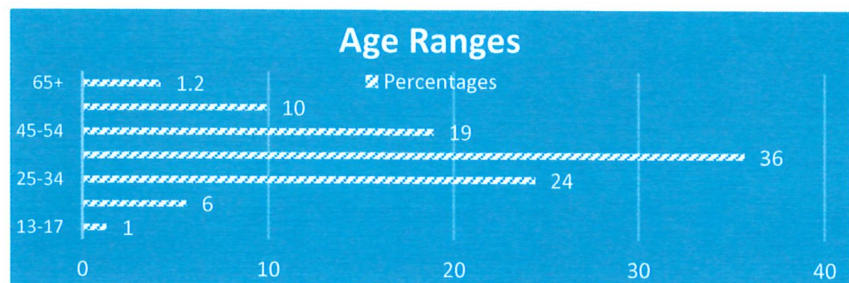
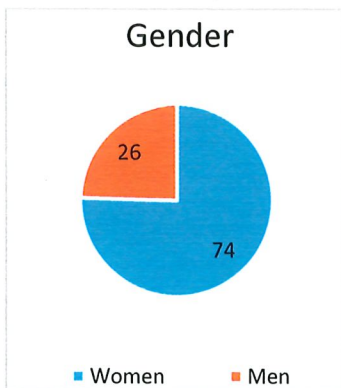
Facebook

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



Instagram
 July 1 – 31,

Reach	Followers	Profile Visits	Interactions	Impressions
1,438 (21.6% increase)	1,849 (86.3% increase)	270 (91.4% increase)	518 (86.3% increase)	10,052 (14.1% increase)





COMMUNICATIONS DEPARTMENT

Monthly Report

July 2021

Submitted August 18, 2021

OTHER DEPARTMENT DUTIES, FOCUSES, AND ACTIONS

- Shared creditable online mentions with different community organizations and City officials collected and sent by Meltwater
- Participated in the creation of several publications
- Director attends weekly Rotary meetings to share upcoming City events/activities and network on behalf of the City of Hobbs
 - Director is serving as Board President for the 2021-2022 year
 - Planned and ran Rotary Installation Banquet
- Notices for different departments and locations
- Website monitoring and updates communicated with IT Web Master
- Regular invoicing and budgeting, including gathering quotes, payroll, processing payment, etc.
- Attended Commission Meetings
- Regular cleaning and sanitizing of office areas to comply with CSPs
- Photos and video opportunities
- Post employee milestone photos to social media accounts
- Online municipal employee trainings
- Spanish lessons
- Ongoing studies of Wellbeing in the Workplace book, as assigned by City Manager
- Scheduled and coordinated interviews for Marketing Coordinator position, which was restructured
- Updated annual State of the City presentation to be given to Hobbs Chamber of Commerce



COMMUNICATIONS DEPARTMENT
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Livestreamed City Commission Meetings for June 2021

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

	Viewers	Total Number of Viewers	Total Minutes
Recorded Viewers	80.6%	158	964
Live Viewers	19.4%	38	937
Total	100%	196	1,907

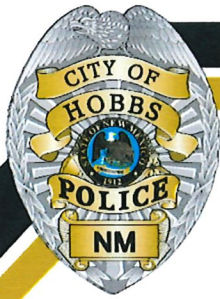
Other continued projects and work include daily holiday announcements on social media, updating documents for hoteliers, conference calls, webinar training, etc.

**Total Type of Construction
for period ending July 01, 2021-July 31, 2021**

Commercial		# OF PERMITS	VALUATION	FEES
COMM MECHANICAL	Commercial	12	\$16,500.00	\$1,072.00
COMM PLUMBING	Commercial	8	\$12,000.00	\$442.00
COMM SEWER TAP & EXCAVATION	Commercial	2	\$3,000.00	\$590.00
COMMERCIAL ADDITION	Commercial	2	\$53,500.00	\$768.00
COMMERCIAL CANOPY	Commercial	1	\$66,299.00	\$300.00
COMMERCIAL ELECTRICAL	Commercial	10	\$15,000.00	\$753.00
COMMERCIAL REMODEL	Commercial	2	\$110,000.00	\$492.00
COMMERCIAL RE-ROOFING	Commercial	2	\$53,877.00	\$260.00
COMMERCIAL SIGN	Commercial	5	\$56,913.00	\$792.00
COMMERCIAL STORAGE	Commercial	2	\$119,000.00	\$850.00
FIRE ALARM SYSTEM	Commercial	1	\$1,500.00	\$100.00
INDUSTRIAL EXCAVATION	Commercial	2	\$1,500.00	\$50.00
		49	\$509,089.00	\$6,469.00

Residential		# OF PERMITS	VALUATION	FEES
RES MECHANICAL	Residential	20	\$30,000.00	\$1,335.00
RES PLUMBING	Residential	24	\$36,000.00	\$1,120.00
RES SEWER TAP & EXCAVATION	Residential	1	\$1,500.00	\$290.00
RESIDENTIAL ADDITION	Residential	3	\$93,634.00	\$588.00
RESIDENTIAL CARPORT	Residential	1	\$7,200.00	\$108.00
RESIDENTIAL DEMOLITION	Residential	5	\$7,000.00	\$40.00
RESIDENTIAL DETACHED GARAGE	Residential	1	\$16,995.00	\$144.00
RESIDENTIAL DRIVEWAY	Residential	3	\$11,700.00	\$60.00
RESIDENTIAL ELECTRICAL	Residential	56	\$82,500.00	\$4,205.00
RESIDENTIAL EXCAVATION	Residential	1	\$200.00	\$10.00
RESIDENTIAL FENCE	Residential	2	\$9,000.00	\$20.00
RESIDENTIAL MANUFACTURED HOME	Residential	5	\$189,000.00	\$300.00
RESIDENTIAL REMODEL	Residential	19	\$454,718.00	\$3,044.00
RESIDENTIAL RE-ROOF	Residential	25	\$170,721.00	\$1,660.00
RESIDENTIAL SINGLE FAMILY	Residential	3	\$897,400.00	\$1,880.00
RESIDENTIAL STORAGE	Residential	3	\$12,447.00	\$216.00
		172	\$2,020,015.00	\$15,020.00

COMMERCIAL	49	\$509,089.00	\$6,469.00
RESIDENTIAL	172	\$2,020,015.00	\$15,020.00
TOTAL COMBINED	221	\$2,529,104.00	\$21,489.00



HOBBS POLICE DEPARTMENT

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

CODE ENFORCEMENT NUMBERS FOR JULY 2021

Code warnings	407
Code citations	41
Code complaints	584
Animal warnings	5
Animal complaints	188
Animal citations	3

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

Accredited By The
New Mexico Law Enforcement Professional Standards Council



**Hobbs Animal Adoption Center
City Manager's Monthly Report
JULY 2021**

21-Jul

	Cats	Dogs
Intakes:		
Dead on Arrival	27	15
Stray	159	198
Transfer		
Unwanted	19	59
Low Cost	51	43
Quarantine	1	3

Total	257	318
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Disposition:		
Adopted	64	56
Died at Facility	6	6
Dead on Arrival	14	11
Escape trap		
Euthanized	142	61
Rescued	1	60
Return Owner	1	41
Low Cost	54	48

Total	282	283
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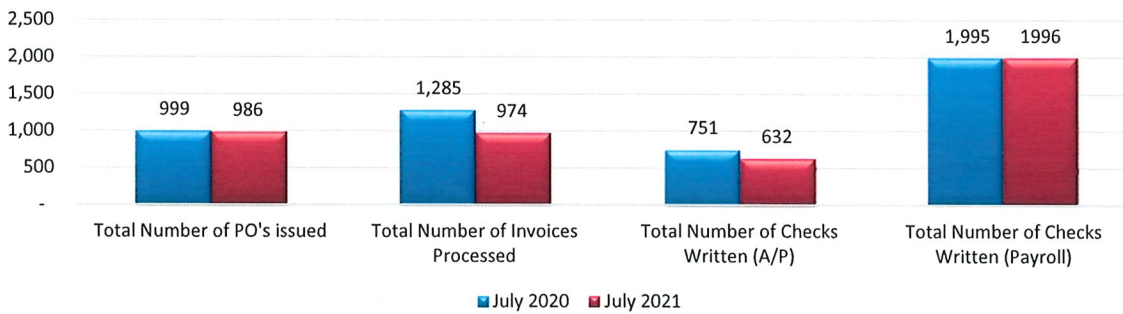
**Monthly Measurement
Finance Department
Fiscal Year 2022**

Cash Statistics	July 2020	July 2021
Beginning Cash Balance	\$ 147,405,611	142,412,202
Monthly Cash In (Revenue - all funds)	\$ 9,033,798	13,001,049
Monthly Cash Out (Expenditures - all funds)	\$ 10,162,903	11,258,437
Ending Cash Balance	\$ 146,276,506	144,154,814

Finance Transaction Statistics

	July 2020	July 2021		
Total Number of PO's issued	999	986	daily average	46.95
Total Number of Invoices Processed	1,285	974	daily average	46.38
Total Number of Checks Written (A/P)	751	632	weekly average	158.00
Total Number of Checks Written (Payroll)	1,995	1996	bi-weekly average	665.33

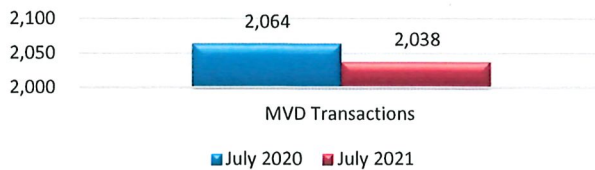
Financial Transaction Averages



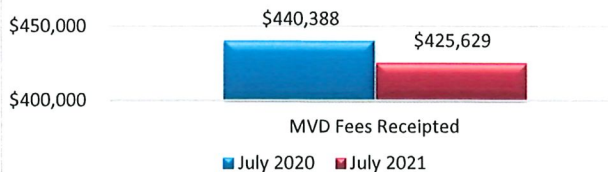
MVD Statistics

	July 2020	July 2021		
MVD Transactions	2,064	2,038	daily average	97.05
MVD Fees Received	\$ 440,388	\$ 425,629	daily average	\$ 20,268.05

MVD Transaction Averages



MVD Fees Received



FIRE SUPPRESSION/PREVENTION

July 2021

ALARMS

Alarms (City)	127
Alarms (County)	35
Total Alarms	162

ZONES

Zone 1 (NW City)	37	Zone 5 (NW County)	18	
Zone 2 (NE City)	47	Zone 6 (NE County)	10	
Zone 3 (SE City)	36	Zone 7 (SE County)	1	
Zone 4 (SW City)	7	Zone 8 (SW County)	3	
Out of District				3

TURNOUT TIMES (Dispatch to Enroute)

Station 1	0:53
Station 2	1:08
Station 3	1:57
Station 4	1:38
Average	1:24

AVERAGE RESPONSE TIME (Dispatch to Arrival)

Station 1	5:20
Station 2	5:10
Station 3	6:17
Station 4	8:34
Average	6:20

PREVENTION PROGRAMS

Fire Investigations	4
Fire/Safety Inspections	40
Smoke Detectors Installed	1
Public Education Activities	3
Plan Reviews	4
Burn Permits Issued	2

FIRE RESPONSE BY STATION

Station 1	50
Station 2	46
Station 3	43
Station 4	23

MOST COMMON DAY/TIME

Sunday (2000 - 2059 hours)

FIRE DEATHS/INJURIES

Fire Deaths - 0
Fire Injuries - 0

STRUCTURE FIRES

Structure Fires - 3

FALSE ALARM RESPONSE

False Alarms - 24

TRAINING HOURS

Fire Training	910
EMS Training	9

EMS RUN BREAKDOWN

City Response	682
County Response	58
Total Responses	740

ZONES

Zone 1 (NW City) 291	Zone 5 (NW County) 20
Zone 2 (NE City) 126	Zone 6 (NE County) 30
Zone 3 (SE City) 135	Zone 7 (SE County) 0
Zone 4 (SW City) 130	Zone 8 (SW County) 8

AVERAGE RUN TIMES

Enroute:	1:51
At Scene:	5:06
To Destination:	18:15
Back in Service:	30:38

MOST COMMON DAY/TIME

Thursday – 135 calls for service
Thursday – 27 calls from 09:00 – 11:59 hours

MOST COMMON COMPLAINT

Breathing/Respiratory Problem - 67

OUT OF TOWN TRANSFERS

Lubbock	23
Midland	3
Odessa	8
Roswell	3
Carlsbad	1
Airport	28

CARDIAC ARREST RESPONSES

Cardiac Arrest	13
ROSC	0
ROSC = Return of Spontaneous Circulation	

EMS BILLING

Collected	\$78,032.23
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Highlights for the month of July

- 217 Fireworks related calls (not included in the total call volume); 3 citations issued
- 8 personnel completed and passed IFSAC Fire Apparatus Driver Operator
- 13 personnel completed and passed Incident Safety Officer
- 2 personnel completed and passed Step-Up Driver skills evaluation
- Site tour of new Covenant Hospital completed by all personnel
- Hiring test completed with two recommendations made
- Kids Fire Safety Camp held with 9 students attending

July 2021 General Services – Building Maintenance

Work performed by City Carpenters

2	Door replaced
17	Ceiling tile replaced
4	Door lock repaired
50	Roof inspections
3	Walls repaired
3	Roof repaired
2	Moved furniture
3	Building repairs
50	Work orders

Location of work performed

15	City Hall
9	Police Department
3	Senior Center
3	State Police
1	Library
6	Municipal Court
8	MVD
6	Animal Adoption
4	CORE
3	Crime Lab
3	F.S. 1
3	F.S. 2
3	F.S. 3

Break down of work performed by the Electricians

16	Light repairs
25	AC repairs
23	General electrical work
5	CORE work
1	Nonelectrical work

Location of work performed

5	CORE
6	Library
16	City hall
15	Annex
5	PD
8	Fire stations
5	DA building
15	Parks
3	Senior Center
1	Municipal Court

Street Department Monthly Report July

Break down of work performed by the Street Department Crew:

Man Hours	Activity
376 HRS.	Street Sweeping
8 HRS.	Building Brooms
130 HRS.	Cold Mix Patching
32 HRS.	Crack Seal
12 EA.	Street Complaints
6 EA.	Alley Complaints
252 HRS.	Storm Sewers & Inlets
136 HRS.	Equipment Maintenance
8 HRS.	Yard Maintenance
78 HRS.	Working in the Welding Shop
57 HRS.	Haul Trash
12 HRS.	Meetings
48 HRS.	Alley Work
200 HRS.	Work for Parks Dept.

The total amounts of material hauled or used:

Quantity	Material
416 YDS.	Sweepings
1392 YDS.	State Base
60 Lbs.	Pollex24 3 Rubber
12 YDS.	Millings
192 YDS.	Alley Material
10.5 YDS	Cold Mix Used
186 YDS.	Trash Hauled
522 YDS.	Caliche
3 YDS.	Hot Mix

Calls responded to:

Number	Type
11	Dispatched – accidents, spills, debris

July - 2021

General Services - Garage

In July - 2021 The City Garage had a total of 204 Repair Orders/Invoices. Of the 204 R.O./Invoices, 109 were repaired in house and 95 were out sourced. The monthly total outlay for the garage as well as subcontracted parts and labor totaled \$ 44,285.16 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	5	6	47.95	340.00	1,169.34	3,653.20	5,210.49
Complete Wash	0	4	0.00	0.00	29.39	512.55	541.94
Filters	2	3	23.61	68.00	299.66	0.00	391.27
Service Calls	20	0	2,664.08	2,108.00	0.00	0.00	4,772.08
Miscellaneous Maintenance	32	25	382.78	1,768.00	1,830.34	4,488.80	8,469.92
Brakes	3	14	89.95	310.95	3,587.86	3,886.05	7,874.81
Tires	13	13	1,862.00	714.00	632.90	593.00	3,801.90
Wheels/Hub	0	2	0.00	0.00	109.43	110.00	219.43
Transmission	1	0	0.00	102.00	0.00	0.00	102.00
Charging System	10	3	349.85	578.00	368.52	260.50	1,556.87
Lighting	5	1	111.39	255.00	26.13	0.00	392.52
Preventive Maintenance	14	15	1,412.83	969.00	1,318.25	0.00	3,700.08
Exhaust	0	1	0.00	0.00	118.47	300.00	418.47
Fuel System	1	2	0.00	68.00	593.73	600.00	1,261.73
Dignostics	1	0	0.00	68.00	0.00	0.00	68.00
Hydraulics	0	1	0.00	0.00	508.07	360.00	868.07
Lift Mechanism	1	0	0.00	34.00	0.00	0.00	34.00
Sweeper Brooms	1	0	200.00	51.00	0.00	0.00	251.00
Accident Repair	0	2	0.00	0.00	1,425.08	2,925.50	4,350.58
Safety Recall	0	4	0.00	0.00	0.00	0.00	0.00
Monthly Total	109	96	7,144.44	7,433.95	12,017.17	17,689.60	44,285.16

	# of R.O./Inv	Parts	Labor	Total
City Garage	109	7,144.44	7,433.95	14,578.39
Vendor	95	12,017.17	17,689.60	29,706.77
	204	19,161.61	25,123.55	44,285.16



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

Recruitment:	July 2020	July 2021
• Applications Received/Reviewed	159	290
• New Hires	4	10
• Re-Hires	0	1
• Transfers/Promotions/Demotions	1	4

Personnel Actions:	July 2020	July 2021
• Performance Reviews	38	24
• Retirements	1	1
• Terminations	16	22
• Other(certs, shift moves)	1	17
• Educational Incentives	3	4
• COLA/CBA adjustments	48(CBA Only)	525

New Position Postings in July:

CORE ATTENDANT	LEGAL ADMINISTRATIVE ASSISTANT II
CORE GUEST SERVICES LEAD	LEGAL ASSISTANT I
CORE KIDS SPECIALIST	PARKS SPECIALIST
POOL MANAGER	TREE TECHNICIAN
CERTIFIED FIREFIGHTER	POLICE INVESTIGATIVE AIDE
FIRE CAPTAIN	POLICE SERVICE AIDE
NON-CERTIFIED FIREFIGHTER-EMT	SCHOOL RESOURCE OFFICER
CORE CUSTODIAN	POLICE LIEUTENANT
HEAVY EQUIP FOREMAN	SUPPORT SERVICES ASSISTANT
GOLF SHOP CLERK	EQUIPMENT OPERATOR
SEASONAL GOLF MAINT WORKER	

Safety Skills Training:

- Hazard Communication

Team Involvement:

- Benefits Team participated in the pre-renewal strategy call with AON.
- HR Team has been involved in the uptick in COVID-19 cases, monitoring City staff closely.

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 July 2021

- 88 Request for service
- 85 Completed
- 0 Bulletin Board related
- 0 Camera related
- 10 Email related
- 14 hardware related
- 0 internet related
- 0 network related
- 9 password resets
- 2 phone related
- 14 radio related
- 3 projects related
- 7 software related
- 20 User Setup
- 8 webpage related
- 0 other

Special accomplishments:

- Installed a Ubiquiti mesh wireless network at Utilities office.
- Built 10 new computers.
- Install SQL and Antero software and migrated data to new virtual Utilities server.
- Completed configuration of the MedVault VPN for fire department ambulances.
- Completed the Engineering FTP site.



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

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

- ❖ Hobbs City Commission – Efren Cortez (7/6 and 7/19)
- ❖ Cemetery Board – Efren Cortez (7/14)
- ❖ Community Affairs Board – Rocio Ocano (7/13)
- ❖ Library Board – Rocio Ocano (7/6)
- ❖ Lodger's Tax Board – Rocio Ocano (7/14)
- ❖ Planning Board – (N/A)
- ❖ Utilities Board – (N/A)(7/1)
- ❖ Labor Relations Board – Efren Cortez and Valerie Chacon (7/8)

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

❖ Public Hearings/Presentations	6
❖ Agenda Items drafted	9
❖ Resolutions Drafted	7

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	17
❖ Contract Review	39
❖ IPRA Review	2

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 II, Courtney Packer, 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. Deputy City Attorney, Valerie S. Chacon, is primarily tasked with representing the City of Hobbs in property disputes, employment matters, and other civil issues as well as supervising staff. City Attorney, Efren A. Cortez, is primarily tasked with advising management and elected officials on legal issues and also oversees operations of the City Attorney's Office.

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

❖ Pretrial Release Hearings:	1
❖ Probation Violations:	0
❖ Pretrials (Pro Se):	148
❖ Pretrials (Attorney):	10
❖ Trials:	52
❖ Dangerous Dogs/Petitions:	0
❖ DWI Cases:	3
❖ Appeals in District Court:	1
❖ Pleadings:	215
❖ Condemnation Reviews	5
❖ Property Acquisition Reviews	0
❖ Property Document Reviews	3

❖ Property Correspondence	0
❖ Foreclosures Filed	0
❖ Property Liens Filed	0
❖ Civil ADR:	2
❖ Demand Letters:	2
❖ Misc. Hearings (Mun./Dist./Fed.):	0
❖ Trainings:	0
❖ Witness Interviews:	5
❖ In-office consultations:	22
❖ Discovery Submissions:	48
❖ Letters/Correspondence:	885

Areas of Notoriety:

- ❖ The City Attorney's Office conducted interviews to fill a vacant Assistant City Attorney position.
- ❖ Assistant City Attorney Valerie S. Chacon presented a Collective Bargaining Agreement (CBA) between the City and HPOA Local 701 to the City Commission for consideration. The CBA was subsequently unanimously adopted by the City Commission.

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

July, 2021

Hobbs Public Library

CIRCULATION: 5,441

CIRCULATION BY MATERIAL TYPE:

Books and Periodicals	3,717
Audio Books & Music	283
DVDs	980
E-Books/E-Audio (OverDrive & Gale)	461

CIRCULATION BY PATRON TYPE:

Adult	3,133
Juvenile	743
Senior Citizen	830
Used in Library	735

Total Children's Items Circulated 2,455

Total Adult Items Circulated 2,986

CIRCULATION WITH OTHER LIBRARIES:

	Borrowed	Loaned
Interlibrary Loans	7	11
ELIN Loans	19	12

Patron Visits 3062

Overdue Notices Sent 274

PROGRAMS & PUBLIC SERVICES:

Programs Provided	
Attendance	
Passive Programs Provided	2
Passive Programming Participation	50
Meeting Room Use	3

Facebook Page Reach 3099

Web Site Usage 4537

HPL Database Usage 532

Reference Questions 231

Public Computer Use 421

Board Games 0

PATRON PROFILES:

Adult	19,136
Juvenile (Under 18 Years)	3,789
Senior Citizens (62+ Years)	2,606
Temp ELIN	
Total Active Borrowers	

RECEIPTS:

Materials Paid For \$84.44

Fines & Fees \$461.29

Copy Machine & Public Printouts \$436.70

Total \$982.43

Library Patrons Added This Month 58

ITEMS ADDED:

Total Items Added	325
Items Weeded	135

HOLDINGS:

Total Library Holdings 153,961

City Manager's Report
Municipal Court - July 2021

Monthly Cases:

Traffic Citations	517
Misdemeanor Citations	27
Environmental Citations	36
Fire Code Violations	3
AGG. DWI	1
DWI – 1 ST	<u>1</u>
Total	585

Courtroom Activity:

Video Arraignments (Jail)	69
Court Appearances – A.M.	29
Court Appearances- P.M.	117
Virtual Court	4
Pretrial Court Appearances – A.M.	37
Pretrial Court Appearances – P.M.	32
Attorney Pretrial	5
Trial/Change of Plea Cases	<u>23</u>
Total	316

Other Activity:

Summons issued	452
Warrants issued	<u>234</u>
Total	686

Fines/Fees Assessed:

Fines	\$77,695
Penalty Assessment Fee	3,600
Automation Fee	2,634
Judicial Education Fee	1,317
Correction Fee	8,820
DWI Prevention Fee	150
DWI Lab Fee	170
Copies/Misc. Fee	<u>0</u>
Total	\$94,386

Fines/Fees Collected:

Fines	\$38,812
Penalty Assessment Fee	4,866
Automation Fee	3,334
Judicial Education Fee	1,670
Correction Fee	11,213
DWI Prevention Fee	184
DWI Lab Fee	205
Copies/Misc. Fee	4.00
Restitution	<u>0.00</u>
Total	\$60,288

City Manager – July Report

2021

-
1. Veterans Memorial Park Project - under construction
 2. Mosquito Fogging weekly on Tuesday, Wednesday and Thursday nights
 3. Jefferson Park – Basketball/Pickleball Court - under construction
 4. Insects & Bugs were sprayed at CORE this month
 5. Golf Course aerated the greens
 6. Cemeteries had 23 interments; poured 28 foundations
 7. Tree Trimming along Broadway completed and continueing in other areas
 8. Sports Fields are back to hosting tournaments and games
 9. Removed all HHS Banners
 10. Cleaned 20 environmental lots and 18 city owned lots
 11. Mowing, lots of mowing to keep up with rainfall
-

Parks & Open Spaces Department

Authored by: Bryan Wagner





THE CITY OF
HOBBS, NEW MEXICO

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

**Recreation Department
Monthly Report - July 2021**

Divisions

CORE
Senior Center
Recreation
Rockwind Clubhouse
Teen Center

CORE

In July, participation and revenue were down from the previous month but this has been the trend in years past with June being the peak month. With the earlier start to the 2021-2022 school year, family vacations and preparations for school occurred even earlier than in years past. The “Stay Human” artwork was dedicated on July 9th with great attendance. There were performances by Studio M, En Pointe Dance Academy, and a local percussionist. Facility Rentals had 24 reservations for the month, one of which was Cowboy Junction which brought in over 100 kids. Private SPLASH rentals are continuing to be very popular with 1-2 every week. The TREX Employee Night was on July 11th. Guest Services was awarded the TREX Award and a customer service training was conducted. Planning meetings for the Hobbs Downtown Slam & Jam which will be held in September have begun. There are a number of job vacancies at the CORE currently with more expected with the start of the school year.

Participation and Revenue

Fitness Unlimited (incl. Fit. Unlim. Passes)	43
Day Passes Sold	6,217
Week Passes Sold	22
Month Passes Sold	94
Annual Membership Attendance	1,005
Monthly Membership Attendance	18,636
Month-to-Month Pass Attendance	613
Swim Lessons - Sessions	141
Swim Team Members	41
Wellness Pool	200
kidWATCH	747
kidFIT	640
Group Classes (ie: Yoga Fit, UrbanKick, Senior Fit, Power Ride, Power Cuts, Masters Swimming etc.)	130
Special Events (ie: Easter Egg Dive, Spooktacular, etc.)	
Total Participants & Visits	28,529

Total Revenue July 2021

\$131,304.58

For Comparison June 2021

**Participation \$145,540.77
Revenue 30,860**

Membership Recap

Member Visits	20,254	This number is the total number added of Annual, Monthly & Month Pass attendance.
Guest Visits	6,333	This number is the total number added of Day Passes, Week Passes, Month Passes sold plus the number of participants who came to tour the facility.
Classes	Approximately 173 Participants	This is the number that is being added from Fitness Unlimited and the Group Classes being added together
Programming	-	
Facility Tours	24 Tours with a total of 53 participants	
Private Rentals	24 Facility Rentals from July 1 to July 31 2021 with \$ 4,260 in revenue including deposits for future events through August	

MEMBERSHIP COUNTS

Memberships Sold in Month	227
Family Memberships	984
Individual Memberships	449
Total Memberships	1433
Members	4468
Total Individual Members	4,917

Senior Center

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

	Meals	Donations Received:
July 2021 Congregate Meals Served	1,145	\$2,340.06
July 2021 Grab N Go Meals	681	\$ 0.00
July 2021 Home Delivered Meals Served	2,100	\$1,157.77
July 2021 Frozen Meals Delivered	<u>191</u>	<u>\$ ---</u>
Totals	4,117	\$3,397.83
Previous Month's Totals	4,535	\$2,458.27

Any meals leftover from the Home Delivered or Grab N Go meals are frozen. On Fridays, these frozen meals are distributed to the most vulnerable Home Bound Clients for weekend meals. During July, a total of 191 frozen meals were distributed. The Hobbs Senior Center served a total of 389 individual Senior Citizens a total of 4,117 meals for the month of July. There were a total of 21 serving days in July resulting in an average total of 196 meals served per day.

Duplicate Recreation Activities:	326	Exercise:	345
Transportation:	272	Assessment/Reassessment:	148

Renovations: Hobbs Senior Center security camera replacement is complete.

Recreation

- The Summer Recess and Summer Sports programs concluded their six weeks of activities on Friday, July 16.
- The equipment used for the City's Movies Under the Stars events was used by a local dance studio, Studio M, to show their Nutcracker recital on July 23. This event had been planned for December 2020 but was postponed due to the COVID-19 pandemic.
- Interviews for the Recreation Department's vacant Administrative Assistant position have concluded and a candidate has been recommended.
- Adult and youth art classes continue at the Teen Center. Art program staff once again assisted with the County Fair Art Show. There were 8 students who entered their art in the show and won 12 different awards for their work, including a best in show award.
- The Recreation Department with cooperation from the Hobbs Police Department and Hobbs Fire Department hosted the annual 4th of July fireworks display on Saturday, July 3. Additionally, three nights of Fireworks Safe Zones were held on the runway at HIAP.

Aquatics

- Staff from the City's Utilities Department replaced toilets at Jefferson Splash Pad that were damaged during the freeze last spring.
- Hiring for Seasonal Lifeguard positions is continuing.
- Parts necessary to repair the Therapy Pool's filters at the CORE have been ordered.
- The three seasonal pools (Del Norte, Heizer, Humble) had a total of 13,256 participants.
- Swim lessons were held at both Humble Pool and the CORE with 170 students each session.

Rockwind Community Links Clubhouse

July was a very busy month at Rockwind Community Links. There were 2,800+ rounds of golf played and taking into account that the course is closed on Tuesdays, this makes for an average of 100+ rounds per day! There was one event for the month with the Southeast New Mexico Junior Open tournament bringing in 70 junior golfers from both New Mexico and Texas. Revenue for the month of July 2021 was the year's highest to date and exceeded the total for July 2020 by \$25,000.

Department	Qty	Retail Value	Discount	Pre-Tax Value	Cost Of Goods	Tax TTL	Extension
Golf Equipment Rentals	92	\$971.11	\$0.00	\$971.11	\$0.00	\$48.89	\$1,020.00
Driving Range	537	\$2,905.97	\$0.00	\$2,905.97	\$0.00	\$147.03	\$3,053.00
Golf Cart Rental Fees	2073	\$29,289.69	\$0.00	\$29,289.69	\$0.00	\$1,477.79	\$30,767.48
Green Fees	2827	\$32,026.72	\$0.00	\$32,026.72	\$0.00	\$1,644.95	\$33,671.67
Hard Goods Sales	867	\$30,310.70	(\$740.07)	\$29,570.63	\$21,714.31	\$1,478.95	\$31,049.58
Membership Fees	4	\$2,666.64	\$0.00	\$2,666.64	\$0.00	\$133.36	\$2,800.00
Soft Goods Sales	652	\$15,718.73	(\$822.06)	\$14,896.67	\$9,126.02	\$745.86	\$15,642.53
Food & Beverage	210	\$367.32	(\$18.05)	\$349.27	\$116.24	\$18.73	\$368.00
Totals for Revenue	7262	\$114,256.88	(\$1,580.18)	\$112,676.70	\$30,956.57	\$5,695.56	\$118,372.26
Grand Total:	7262	\$ 114,256.88	\$ (1,580.18)	\$ 112,676.70	\$ 30,956.57	\$ 5,695.56	\$ 118,372.26

KEY PERFORMANCE INDICATORS

Jul-21

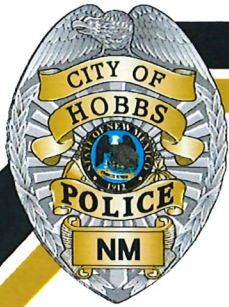
Total Pre-Tax Revenue	\$112,676.70
Total Rounds	2827
Avg Green Fee plus Cart Fee per Round	\$22.63
Total Merchandise Sales	\$44,467.30
Merchandise Sales Per Round	\$15.73
F&B Sales Per Round	\$ 0.12
COGS Hard Goods	73%
COGS Soft Goods	61%
COGS F&B	33%
Rounds w/Carts	73%
Total Revenue per Round	\$ 39.86

GREEN FEE BREAKDOWN

EZLinks Prepaid	
GolfNow	2
Prepaid	
Summary for EZLinks	<u>2</u>
Player's Pass 18 Walk	262
Summary for Player's Pass	<u>262</u>
Li'l Rock Adult Resident	185
Li'l Rock Adult Non-Resident	3
Li'l Rock Jr. Comp w/Adult	15
Li'l Rock Junior Resident	5
Li'l Rock Junior Non Resident	3
Li'l Rock Replay	1
Li'l Rock Player's Pass	0
Li'l Rock Team Comp	8
FootGolf Adult	0
FootGolf Junior Comp	0
Summary for Par 3	<u>220</u>
Public 18	239
Public 9	12
Public Junior	7
Public Senior	52
Public Twilight	43
Public Replay	0
Specials	0
Youth on	5
Course	
PGA/GCSAA COMP	2
Summary for Public	<u>360</u>
Punch Pass	11
Summary for Punch Pass	<u>11</u>
Rain Check	30
Summary for Rain Check	<u>30</u>
Resident 18	875
Resident Junior	26
Resident Senior 18	273
League Fee	153
Complimentary Round	26
Resident Twilight	206
Team Practice Round	16
Resident 9	151
Marshal/Team Green Fee	20
Resident Replay	9
Summary for Resident	<u>1755</u>
Tournament Fees	1
Summary for Tournament -	<u>177</u>
Grand Total:	2827

Teen Center

- The Teen Center replaced some of the arcade games in the game room.
- Staff resumed offering rides home for teens at the end of the evening.
- Repairs were made to the Teen Center's roof.
- The Rock Wall is being consistently used by Teens.
- General Services staff assisted with checking and adjusting the HVAC systems to insure consistent temperatures throughout the facility.



HOBBS POLICE DEPARTMENT

August 3, 2021

To: Jeff Moyers, Captain of Agency Support

From: Lorena Brito, Records Administrator

Re: HPD July 2021 Stats

	TOTAL	TOTAL	%CHNG	Year to Date	Year to Date	%CHNG
July 2020/2021	RPTS	RPTS		2020	2021	
	2020	2021	2020/2021			
REPORTED CRIMES	400	347	-13%	3,007	2,600	-14%
CALLS FOR SERVICE	4,542	4085	-10%	29,805	26,840	-10%
ARRESTS	346	204	-41%	2,158	1,618	-25%
MURDER	0	0	0%	1	1	0%
RAPE	3	3	0%	17	20	18%
ROBBERY	6	5	-17%	25	24	-4%
ASSAULTS AND BATTERY	71	66	-7%	534	539	1%
BURGLARY	44	39	-11%	361	267	-26%
LARCENY	45	60	33%	333	251	-25%
SHOPLIFTING	35	22	-37%	249	234	-6%
AUTO THEFT	7	22	214%	113	182	61%
ARSON	0	2	100%	4	6	50%
FORGERY	0	0	0%	1	1	0%
FRAUD	13	4	-69%	70	41	-41%
EMBEZZLEMENT	3	2	-33%	3	12	300%
REC. STOLEN PROPERTY	0	0	0%	3	6	100%
VANDALISM	70	70	0%	471	472	0%
WEAPONS OFFENSES	2	1	-50%	22	16	-27%
DOMESTIC VIOLENCE	29	25	-14%	253	255	1%
ASSAULTS/BATTERY ON PO	8	2	-75%	42	42	0%
SHOOTING AT/FM MV OR DWELLING	5	1	-80%	19	17	-11%
CITATIONS ISSUED	1,206	581	-52%	8,922	5,610	-37%
DWI	5	12	140%	92	95	3%
TRAFFIC CRASHES	67	65	-3%	572	533	-7%

UTILITIES DEPARTMENT

WATER DEPARTMENT		2020	2021	
<u>CLASS</u>	<u>ACTIVE ACCOUNTS</u>	<u>Billed gallons June 2020</u>	<u>ACTIVE ACCOUNTS</u>	<u>Billed gallons June 2021</u>
Residential	11,640	146,870,586	11,684	143,665,743
Commercial	1,808	45,501,713	1,819	53,242,258
City Accounts	215	18,076,543	210	30,787,537
School Accounts	56	7,558,380	58	12,483,526
Irrigation	255	9,685,084	264	11,614,692
Unbilled Maintenance		1,000,000		3,500,000
	13,974	228,692,306	14,035	255,293,756

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

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

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

WATER PRODUCTION REPORT - JULY 2021

WATER PRODUCED

Total monthly water produced, million gallons	199,088,000
Total monthly water distributed, million gallons	216,276,000

CHLORINE

Monthly chlorine average residual, milligrams/liter	0.56
Monthly chlorine gas dosed to system (lbs)	1,925

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: Construction on Rockwind Well #1 is in progress.

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

UTILITY MAINTENANCE JULY 2021

WORK DESCRIPTION

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

WORK DESCRIPTION

QUANTITY

Manhole maintenance	75
Manholes cleaned	75
Sewer main line cleaned (feet)	45,532
Sewer stoppages	30
Sewer main line video inspections	10
Odor complaints	2
Sewer pre-treatment additives	40 gallons
Property damage from sewer	0
Sewer main line repair/replacement	8

New sewer main line installation	67 feet
New backflow valve installation	0
Backflow valve maintenance	0
Lift station maintenance	22
Emergency call out (from 5:00 pm to 7:00 am)	126

UTILITIES MONTHLY PLUMBER REPORT JULY 2021	QUANTITY
Sewer stoppages	11
Odor complaints	2
Water leaks	9
Pool maintenance	22
Gas leaks	5
Emergency call outs (from 5:00 pm to 7:00 am)	0
Core	23