



CITY MANAGER'S MONTHLY REPORT

April, 2024

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
Assistant City Manager
Executive Assistant

Manny Gomez
Todd Randall
Julie Nymeyer

CITY CLERK'S OFFICE

City Clerk
Deputy City Clerk
Public Transportation

Jan Fletcher
Amelia Maldonado
Jacque Pennington

CITY ENGINEER

Acting City Engineer
Planning
Building Official

Anthony Henry
Vacant
Scott Shed

COMMUNICATIONS DEPT.

Communications Director
Marketing Coordinator

Meghan Mooney
Chad Littlejohn

FINANCE DEPARTMENT

Finance Director
Assistant Finance Director
Motor Vehicle Dept.

Toby Spears
Deborah Corral
Anna Villalobos

FIRE DEPARTMENT

Acting Fire Chief
Deputy Fire Chief

Mark Doport
Vacant

GENERAL SERVICES DEPT.

Gen. Services Director
Building Maintenance
Electrician
Garage
Streets

Shelia Baker
Mario Silva
Shawn Smith
Eddie Trevino
Bryan Ussery

HUMAN RESOURCES DEPT.

H. R. Director
Assistant H.R. Director
Risk Management Director

Nicholas Goulet
Tracy South
Selena Estrada

INFORMATION TECHNOLOGY DEPT.

I.T. Director
Assistant I.T. Director

Christa Belyeu
Matt Blandin

LEGAL DEPARTMENT

Acting City Attorney
Deputy City Attorney
Assistant City Attorney

Valerie Chacon
Medjine Douyon
Amber Leja

LIBRARY SERVICES

Library Director

Nichole Lawless

MUNICIPAL COURT

Municipal Judge
Municipal Court Clerk

Bobby Arther
Shannon Arguello

PARKS & OPEN SPACES DEPT.

POSD Director
Golf Course/Trail
Sports Fields

Bryan Wagner
Matt Hughes
Josh Dellinges

RECREATION DEPT.

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

Doug McDaniel
Lyndsey Henderson
Ben Kirkes
Michal Hughes
Angela Courter

POLICE DEPARTMENT

Police Chief
Deputy Chief
Code Enforcement
Animal Adoption Center

August Fons
Shane Blevins
Jessica Silva
Missy Funk

UTILITIES DEPARTMENT

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

Tim Woomer
Bill Griffin
Todd Ray
Kaylyn Lewis



CITY MANAGER'S OFFICE

200 East Broadway
Hobbs, NM 88240

Office: (575) 397-9206
Email: jnymeyer@hobbsnm.org

Julie Nymeyer
Executive Assistant

May 29, 2024


To: Mayor, City Commission, City Staff and Citizens of Hobbs

Attached is the City Manager's Monthly Report for the month of April, 2024. This report provides general and performance information to the City Commission and the public on programs and services provided by the City. The data is compiled internally by each department/division for the purpose of improving services, responsible budgeting and enhancing transparency in local government.

This month the City of Hobbs Social Well Being Committee and the Department Heads held the Annual Employee Breakfast at the Senior Center. The Employee Breakfast was very well attended by City of Hobbs employees who received a hot breakfast and some time to enjoy hanging out with fellow employees.

The City of Hobbs also assisted with the Downtown Slam & Jam Gus Macker Tournament this month with a record setting 246 teams. The event was a huge success and a big thank you to everyone who participated!

Sincerely,


Julie Nymeyer, Executive Assistant



CITY CLERK'S OFFICE
Monthly Report - April 2024

| | Feb-24 | Mar-24 | Apr-24 |
|--|---------------|---------------|---------------|
| Business Registrations - New | 20 | 30 | 26 |
| Business Registrations - New Owner | 0 | 10 | 0 |
| Business Registrations- Change of Address | 2 | 2 | 1 |
| Renewals | 95 | 6 | 5 |
| Web Payment Renewals | 0 | 4 | 4 |
| Total Business Registrations Activity | 117 | 36 | 31 |
| Active Business Registrations for the Month | 2218 | 2233 | 2245 |
| | | | |
| Fireworks | 0 | 0 | 0 |
| Junk Yard Licenses | 1 | 0 | 0 |
| Liquor License | 0 | 0 | 0 |
| Mobile Business Licenses | 7 | 5 | 1 |
| Pawn Brokers | 1 | 0 | 0 |
| Secondhand Dealer's Licenses | 0 | 0 | 0 |
| Solicitor's Permit | 0 | 1 | 0 |
| Temporary Vendor's Licenses | 1 | 0 | 0 |
| | | | |
| Cemetery Deeds Issued/Processed | 42 | 23 | 32 |
| Public Documents Notarized | 131 | 81 | 89 |
| Public Records Request | 46 | 38 | 27 |
| | | | |
| Regular City Commission Meetings <i>4/1/24 4/15/24</i> | 0 | 2 | 2 |
| Special City Commission Meetings | 0 | 0 | 0 |
| City Commission Work Session/Closed Meetings | 0 | 0 | 1 |
| Notice of Potential Quorum | 0 | 0 | 0 |
| Resolutions and Ordinances Attested | 8 | 11 | 7 |
| Consideration of Approval | 1 | 4 | 3 |
| | | | |
| Total Volume of Transactions on Tyler Cashiering | 449 | 355 | 341 |
| Total Amount | \$ 411,170.38 | \$ 769,552.25 | \$ 436,426.01 |
| Web Payments Online for All Departments | \$ - | \$ 140.00 | \$ 140.00 |
| Grand Total | \$ 411,170.38 | \$ 769,692.25 | \$ 436,566.01 |

CITY OF HOBBS BUILDING DEPARTMENT REPORT

Total Type of Construction

for period ending April 01, 2024-April 30, 2024

| Commercial | | #OF PERMITS | VALUATION | FEES |
|-------------------------------|------------|--------------------|-----------------------|-------------------|
| COMM MECHANICAL | Commercial | 6 | \$9,000.00 | \$590.00 |
| COMM PLUMBING | Commercial | 15 | \$22,500.00 | \$1,213.00 |
| COMM SEWER TAP & EXCAVATION | Commercial | 2 | \$3,000.00 | \$830.00 |
| COMMERCIAL ADDITION | Commercial | 1 | \$16,800.00 | \$144.00 |
| COMMERCIAL ELECTRICAL | Commercial | 16 | \$24,000.00 | \$1,540.00 |
| COMMERCIAL FENCE | Commercial | 1 | \$65,000.00 | \$300.00 |
| COMMERCIAL FOOTING/FOUNDATION | Commercial | 1 | \$10,123.00 | \$144.00 |
| COMMERCIAL REMODEL | Commercial | 6 | \$359,020.00 | \$1,428.00 |
| COMMERCIAL RE-ROOFING | Commercial | 1 | \$18,700.00 | \$120.00 |
| COMMERCIAL SIGN | Commercial | 2 | \$42,000.00 | \$348.00 |
| INDUSTRIAL EXCAVATION | Commercial | 1 | \$1,500.00 | \$25.00 |
| NEW COMMERCIAL | Commercial | 3 | \$583,293.00 | \$1,480.32 |
| TOTAL | | 55 | \$1,154,936.00 | \$8,162.32 |

| Residential | | #OF PERMITS | VALUATION | FEES |
|--------------------------------|-------------|--------------------|-----------------------|--------------------|
| RES MECHANICAL | Residential | 9 | \$13,500.00 | \$645.00 |
| RES PLUMBING | Residential | 32 | \$48,000.00 | \$1,606.00 |
| RES SEWER TAP & EXCAVATION | Residential | 6 | \$9,000.00 | \$1,990.00 |
| RESIDENTIAL ADDITION | Residential | 3 | \$259,000.00 | \$984.00 |
| RESIDENTIAL CANOPY | Residential | 1 | \$1,400.00 | \$24.00 |
| RESIDENTIAL CARPORT | Residential | 3 | \$33,400.00 | \$396.00 |
| RESIDENTIAL CURB CUTS | Residential | 3 | \$29,200.00 | \$40.00 |
| RESIDENTIAL DEMOLITION | Residential | 1 | \$4,000.00 | \$0.00 |
| RESIDENTIAL ELECTRICAL | Residential | 34 | \$51,000.00 | \$2,478.00 |
| RESIDENTIAL FENCE | Residential | 5 | \$36,500.00 | \$100.00 |
| RESIDENTIAL FOOTING/FOUNDATION | Residential | 2 | \$12,700.00 | \$108.00 |
| RESIDENTIAL MANUFACTURED HOME | Residential | 2 | \$236,149.00 | \$180.00 |
| RESIDENTIAL REMODEL | Residential | 11 | \$120,477.00 | \$816.00 |
| RESIDENTIAL RE-ROOF | Residential | 23 | \$253,676.00 | \$2,256.00 |
| RESIDENTIAL SINGLE FAMILY | Residential | 8 | \$3,619,100.00 | \$7,903.85 |
| RESIDENTIAL SOLAR | Residential | 1 | \$55,000.00 | \$300.00 |
| RESIDENTIAL STORAGE | Residential | 4 | \$126,090.00 | \$1,092.00 |
| RESIDENTIAL SWIMMING POOL | Residential | 1 | \$90,000.00 | \$384.00 |
| TOTAL | | 149 | \$4,998,192.00 | \$21,302.85 |

| | | | | |
|-----------------------|--|------------|-----------------------|--------------------|
| COMMERCIAL | | 55 | \$1,154,936.00 | \$8,162.32 |
| RESIDENTIAL | | 149 | \$4,998,192.00 | \$21,302.85 |
| TOTAL COMBINED | | 204 | \$6,153,128.00 | \$29,465.17 |

COMMUNICATIONS DEPARTMENT

APRIL 2024 CITY MANAGER'S REPORT

SOCIAL MEDIA STATS AT A GLANCE

City of Hobbs Instagram and Facebook pages only
(other departments not included)

FACEBOOK STATS

Reach

25.2K ↓ 20%

Content Interactions

1.2 K ↑ 1.6%

Followers

Lifetime
11.3K

Link Clicks

24 ↓ 73%

INSTAGRAM STATS

Reach

1.2k ↓ 11%

Content Interactions

411 ↑ 48.4%

Followers

Lifetime
2.3K

Link Clicks

0 0%

Citizens continue to engage with our posts in a variety of ways, particularly with local-interest stories and those that display the human side of various City departments, particularly when displaying staff photos. We are increasing the frequency of these posts, as well as working with other departments and non-profits to promote information. We are working on using positive "doer" language in posts to encourage viewers to take action, e.g. "Be a Voter!" instead of "Go Vote!"

SIGNIFICANT ACTIONS THIS MONTH

REACHED 1,761 USES OF
TEXTMYGOV

WORKED ON VIDEO
SCRIPT WITH HPD FOR
UPCOMING PSA AD

COVERED DTS&J GUS
MACKER TOURNAMENT
& CORE ADAPTIVE
SPORTS EXPO

INCREASED WORK FOR
OTHER DEPARTMENTS
REQUIRING DESIGNS

We covered the Downtown Slam & Jam Gus Macker Tournament this month (a record 246 teams), as well as the Adaptive Sports Expo at the CORE, which brought in multiple out-of-town organizations to participate and show off equipment.

We continue to work on expanding the keywords, phrases, and responses from TextMyGov as more citizens engage with it.

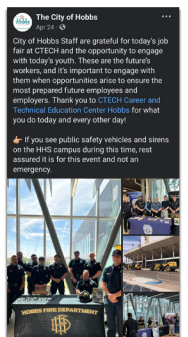
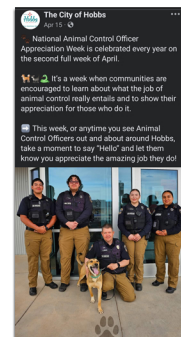
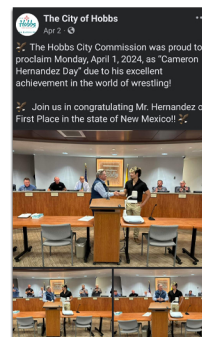
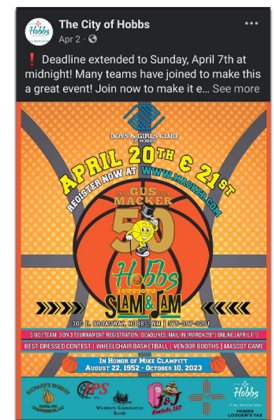
We continue to create a greater variety of posts for various days to highlight other departments, events, and special days on a regular basis.

Usage of videography in advertising of CORE events and recaps of successes has increased throughout the year.

Planning for the 2024 Memorial Day Ceremony has begun with multi-department involvement.

TOP SOCIAL POSTS THIS MONTH

All occurred on Facebook.
Over 4.0K reach each (OVER 7K for DS&J Gus Macker Tournament).



April 2024

General Services – Building Maintenance

Work performed by City Carpenters

| | |
|----|--------------------------|
| 1 | Locks Installed/Switched |
| 2 | Remove items from Wall |
| 30 | Ceiling Tiles Replaced |
| 1 | Trim Repair |
| 60 | Items Hung |
| 4 | Roof Inspections |
| 2 | Furniture Assembled |
| 3 | Cabinets Repaired |
| 6 | Door Repairs |
| 6 | Doors Adjusted |
| 1 | Baseboard Repair |
| 5 | Chairs Stripped/Sanded |
| 29 | Drywall Patches/Paint |
| 1 | TV Installed |

Location of work performed

| | |
|----|--------------------|
| 87 | City Hall |
| 7 | Jail |
| 5 | Municipal Court |
| 38 | Hobbs Police Dept. |
| 5 | Shop |
| 1 | Utilities |
| 6 | MVD |
| 2 | State Police |

Break down of work performed by the Electricians

| | |
|----|-------------------------|
| 3 | Light repairs |
| 25 | AC repairs |
| 3 | Heater repairs |
| 13 | General electrical work |

Location of work performed

| | |
|----|-----------------|
| 3 | Library |
| 3 | Annex |
| 3 | PD |
| 14 | Fire stations |
| 3 | DA building |
| 7 | Parks |
| 3 | AAC |
| 5 | Streets |
| 2 | Municipal Court |
| 2 | Hobbs Express |

Break down of work performed by the Electricians

| | |
|----|-------------------------|
| 25 | Light repairs |
| 3 | AC repairs |
| 16 | Heater repairs |
| 13 | General electrical work |
| 10 | CORE work |
| 3 | Nonelectrical work |

Location of work performed.

| | |
|----|-----------------|
| 10 | CORE |
| 3 | Library |
| 15 | City hall |
| 3 | Annex |
| 4 | Fire stations |
| 2 | DA building |
| 3 | Rockwind |
| 6 | Parks |
| 4 | Streets |
| 3 | Municipal Court |
| 6 | Hobbs Express |



**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
APRIL 2024**

ENGINEERING DEPARTMENT

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

Community Programs & Services:

Addressing Assignment:

| | This Month | 2023 Total | 2024 Total |
|--|------------|------------|------------|
| Permanent / Temporary Addresses: <i>*Includes Master Subdivision Addresses</i> | 0 | 40 | 14 |

GIS-MAPPING DIVISION:

The Division manages a Geo-database, which encompasses 1,000 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 website visit <http://hobbslidar.com> (Note: launch in Google or Firefox web browser)

April 2024

911 Conference: The GIS Division attended the New Mexico NENA and APCO conference for the Next Gen 911 training being offered by DFA. During the 3.5 day training, the GIS Division gained useful insight into the NG911 requirements, and the necessary steps to prepare for its implementation. Some of the key takeaways from the training: the MSAG is key to NG911 success, the State is planning on providing us an NG911 compatible dataset based on our existing data, the City will need to collaborate with Lea and Gaines county to ensure there are no overlapping boundaries and that our data matches up perfectly.

Hobbs MSAG Project: The GIS Division shared the current MSAG error report (from the DFA) with the City Engineering Department. The GIS Division had a Zoom meeting with the DFA to better understand the MSAG report. The Engineering Department and GIS Division will continue working on fixing MSAG errors as we work towards NG911. The DFA is considering possibly using its funds to assist the City of Hobbs in resolving these errors with the help of an outside vendor.

Field Maps Outage (Update): On April 3rd, 2024 ESRI published an update to their Field Maps application that fixed the outage. The GIS sent an email out to affected users to let them know to update the software and switch back to using the Portal to access web maps.

HPD Intersection Maps: The Hobbs Police Department reached out to the GIS Division for a set of intersection maps for use in crash recreations. The maps cover all the signalized intersections along with a select number of intersections that represent common roadway configurations. The GIS Division is waiting for the final review before the production of the maps, in both a hard copy 24"x24" set and a PDF set.



**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
APRIL 2024**

Utilities Paper Maps: The GIS Division is working on ¼ section field maps for the Utilities Department. The purpose of these maps is to provide the Utilities Department with a hardcopy reference for the location of sewer lines, sewer manholes, water lines, valves, and fire hydrants. These maps will look somewhat similar to the paper maps the Utilities Department already has, but with updated data for water and sewer utilities.

Phase 13 Data Entry (update): The GIS Division has been periodically working on data entry from the Utilities Department’s GPS unit. Some of the data on the GPS unit went as far back as 2019. Due to the varying data quality on this GPS unit, the GIS Division has had to coordinate with the Utilities Dept. for clarification on GPS shots taken with this unit.

The Month’s Buffer Maps: The GIS division completed the following buffer maps (3) for use in Cannabis or Liquor License applications. These maps required a detailed search for church and school properties in the area of the requested address to comply with the City of Hobbs’ regulations.

Royal Boys LLC (1520 E. Alameda St.); Pecos Valley Production (2620 N. Lovington Hwy.); House of Flavor LLC (800 E. Broadway St.);

PLANNING DEPARTMENT:

The following is a summary of the historical growth statistics.

City Commission Planning Summary:

City of Hobbs Growth Statistics

| Land Development | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 |
|-------------------------|------|------|--------|------|------|------|-------|------|
| Annexations | 1.31 | 0 | 163.23 | 0 | 1.3 | 0 | 95.44 | 0.86 |
| Subdivisions | 1 | 3 | 1 | 5 | 4 | 6 | 10 | 4 |
| Lots Gained | 102 | 13 | 42 | 186 | 197 | 160 | 196 | 103 |
| Summary Subdivisions | 33 | 42 | 31 | 47 | 41 | 31 | 40 | 26 |

April - The City Commission reviewed and considered the following:

The Planning Board meeting was scheduled for April 16th at 10am.

Planning Board Summary:

April - The Planning Board reviewed and considered action on 2 items in a Regular Meeting:

- Review and Consider Plat Vacation and Dedication for roadway located in Carswell Addition Block 190 as submitted by owner, Lea County State Bank.



ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
APRIL 2024

- Review and Consider Preliminary Plan for Dedication Plat for Adell Drive located off Millen Drive East of Lovington Highway.

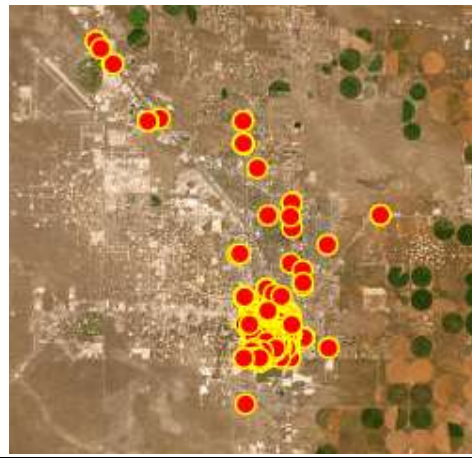
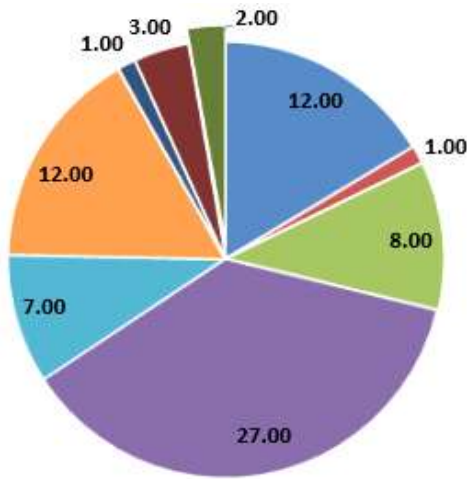


**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
APRIL 2024**

TRAFFIC DIVISION:

The City of Hobbs has 42 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



| | | |
|--------------------------------------|---------------------------------------|----------------------------------|
| ■ 13. Camera Service = 12 | ■ 21. School Zone Repaired = 1 | ■ 23. New Sign Made = 8 |
| ■ 26. Sign Install / Service = 27 | ■ 27. Pole Straighten / Re-bolted = 7 | ■ 28. Pole & Anchor Replace = 12 |
| ■ 29. Safe Hit Install / Replace = 1 | ■ 32. Int in Flash or Malfunction = 3 | ■ 36. 811 / Line Spot Hours = 2 |

Major Damage:

- No major damage for the month of April.

**Monthly Measurement
Finance Department
Fiscal Year 2024**

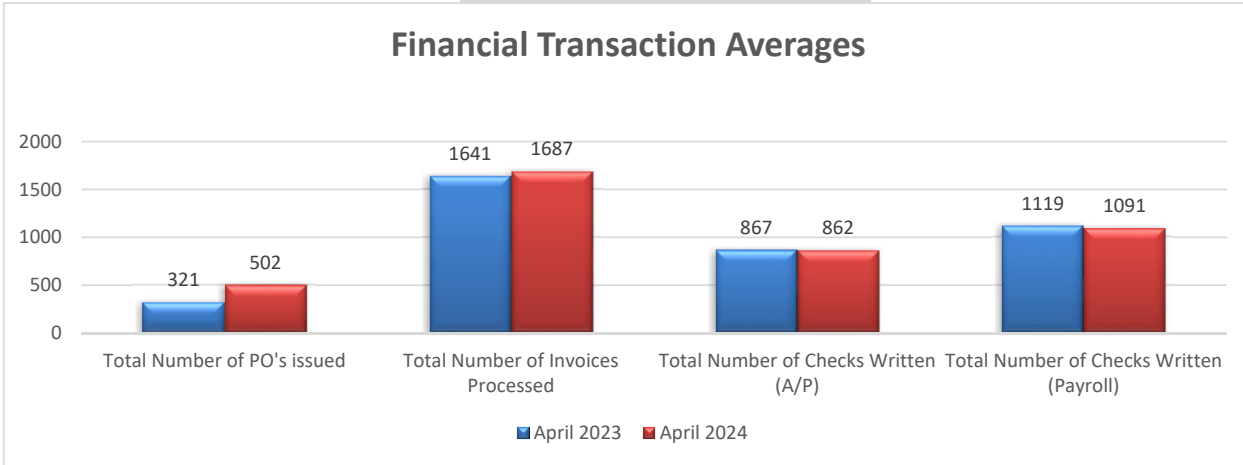
| Cash Statistics | April 2023 | April 2024 |
|---|--------------------|--------------------|
| Beginning Cash Balance | 161,194,678 | 190,631,866 |
| Monthly Cash In (Revenue - all funds) | 9,267,210 | 10,695,218 |
| Monthly Cash Out (Expenditures - all funds) | 9,947,523 | 10,549,601 |
| Ending Cash Balance | 160,514,364 | 190,269,368 |

Finance Transaction Statistics

| | April 2023 | April 2024 |
|--|------------|------------|
| Total Number of PO's issued | 321 | 502 |
| Total Number of Invoices Processed | 1641 | 1687 |
| Total Number of Checks Written (A/P) | 867 | 862 |
| Total Number of Checks Written (Payroll) | 1119 | 1091 |

| | |
|-------------------|-----|
| daily average | 23 |
| daily average | 77 |
| weekly average | 216 |
| bi-weekly average | 546 |

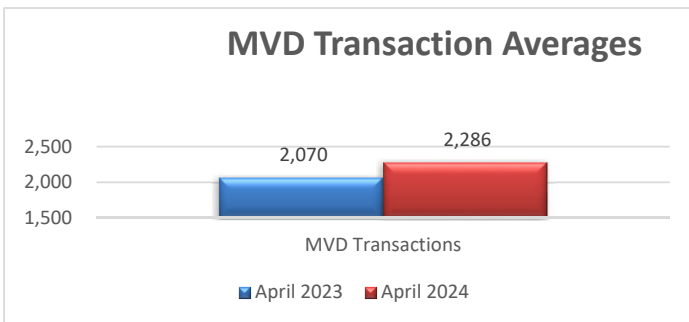
Financial Transaction Averages



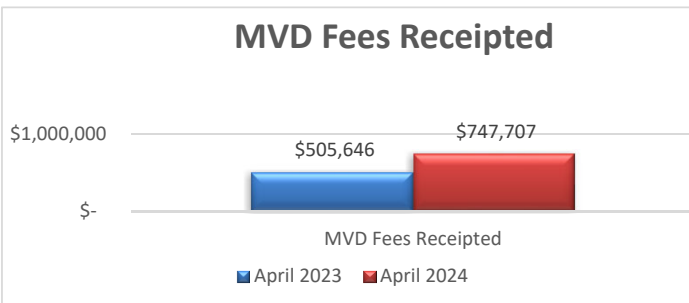
| MVD Statistics | April 2023 | April 2024 |
|-------------------|------------|------------|
| MVD Transactions | 2,070 | 2,286 |
| MVD Fees Received | \$ 505,646 | \$ 747,707 |

| | |
|---------------|-----------|
| daily average | 104 |
| daily average | \$ 33,987 |

MVD Transaction Averages



MVD Fees Received



April 2024 Street Department Monthly Report

Break down of work performed by the Street Department Crew:

| Man Hours | Activity |
|-----------|-------------------------|
| 272 HRS. | Street Sweeping |
| 16 HRS. | Building Brooms |
| 96 HRS. | Cold Mix Patching |
| 496 HRS. | Crack Seal |
| 48 HRS. | Alley Maintenance |
| 120 HRS. | Storm Sewers and Inlets |
| 32 HRS. | Maintenance |
| 8 HRS. | Work in Welding Shop |
| 40 HRS. | Work for PD |
| 8 HRS. | Administrative |
| 88 HRS. | Meetings |
| 112 HRS. | Work for Garage |
| 24 HRS. | Hauling Trash |

The total amounts of material hauled or used:

| Quantity | Material |
|-----------|---------------------|
| 276 YDS | Sweepings |
| 673 BOXES | Crack Seal Material |
| 48 YDS | Alley Material |
| 9 YDS | Cold Mix Used |
| 252 YDS | Trash |

Calls responded to:

| Number | Type |
|--------|--|
| 16 | Dispatched – accidents, spills, debris |
| 10 | Requests |
| 3 | Block Party |

April - 2024

General Services - Garage

In April - 2024 The City Garage had a total of 189 Repair Orders/Invoices. Of the 189 R.O./Invoices, 122 were repaired in house and 67 were out sourced. The monthly total outlay for the garage as well as subcontracted parts and labor totaled \$ 70,089.26 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 | 11 | 0 | 1,026.69 | 1,020.00 | 0.00 | 0.00 | 2,046.69 |
| Accident Repair | 0 | 1 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Air Intake | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Antifreeze | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| APM/BPM/CPM | 13 | 12 | 2,256.85 | 952.00 | 1,395.15 | 299.00 | 4,903.00 |
| Body & Sheet Metal | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Brakes | 6 | 3 | 3,995.27 | 680.00 | 8,295.05 | 2,443.50 | 15,413.82 |
| Charging | 15 | 0 | 2,244.96 | 884.00 | 0.00 | 0.00 | 3,128.96 |
| Clutch | 1 | 0 | 5.00 | 204.00 | 0.00 | 0.00 | 209.00 |
| Cranking | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Drive Shaft | 1 | 0 | 77.86 | 34.00 | 0.00 | 0.00 | 111.86 |
| Engine | 2 | 2 | 544.19 | 238.00 | 1,854.30 | 3,290.00 | 5,926.49 |
| Exhaust | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Filters | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Front Axle | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Fuel System | 1 | 1 | 5.00 | 34.00 | 1,015.72 | 990.00 | 2,044.72 |
| Hydraulics | 0 | 3 | 0.00 | 0.00 | 1,399.39 | 3,445.00 | 4,844.39 |
| Ignition | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Instrument/Gauges | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Lift Mechanism | 1 | 0 | 0.00 | 34.00 | 0.00 | 0.00 | 34.00 |
| Lighting | 5 | 3 | 161.35 | 272.00 | 1,355.20 | 600.00 | 2,388.55 |
| Miscellaneous Maintenance | 36 | 6 | 2,860.09 | 1,972.00 | 1,718.34 | 2,278.49 | 8,828.92 |
| PTO & Controls | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Radio Equipment | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Rear Axle/Drive | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Safety Recall | 0 | 1 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Service Calls | 6 | 0 | 0.00 | 578.00 | 0.00 | 0.00 | 578.00 |
| Steering | 1 | 0 | 43.42 | 34.00 | 0.00 | 0.00 | 77.42 |
| Suspension | 0 | 2 | 0.00 | 0.00 | 4,150.59 | 1,893.53 | 6,044.12 |
| Sweeper Brooms | 1 | 0 | 200.00 | 51.00 | 0.00 | 0.00 | 251.00 |
| Tires | 20 | 17 | 3,500.50 | 1,564.00 | 0.00 | 1,480.00 | 6,544.50 |
| Towing Vehicles | 0 | 3 | 0.00 | 0.00 | 0.00 | 355.50 | 355.50 |
| Transmission | 1 | 1 | 16.54 | 34.00 | 2,490.00 | 1,125.00 | 3,665.54 |
| Warranty | 0 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Wash Job | 0 | 10 | 0.00 | 0.00 | 0.00 | 865.00 | 865.00 |

| | | | | | | | |
|----------------------|------------|-----------|------------------|-----------------|------------------|------------------|------------------|
| Wheels/Hub | 1 | 2 | 434.21 | 68.00 | 926.07 | 400.00 | 1,828.28 |
| Monthly Total | 122 | 67 | 17,371.93 | 8,653.00 | 24,599.81 | 19,465.02 | 70,089.76 |

| | | # of R.O./Inv | Parts | Labor | Total |
|-------------|--|------------------|-----------|-----------|-----------|
| City Garage | | 122 | 17,371.93 | 8,653.00 | 26,024.93 |
| Vendor | | 67 | 24,599.81 | 19,465.02 | 44,064.83 |
| | | 189 | 41,971.74 | 28,118.02 | 70,089.76 |

Hobbs Fire Department

April 2024

| Fire Alarms | Total |
|-----------------|------------|
| Alarms (City) | 127 |
| Alarms (County) | 38 |
| Alarms (Gaines) | 2 |
| Total | 167 |

| ZONES | Total |
|--------------------|------------|
| Zone 1 (NW City) | 53 |
| Zone 2 (NE City) | 30 |
| Zone 3 (SE City) | 26 |
| Zone 4 (SW City) | 18 |
| Zone 5 (NW County) | 21 |
| Zone 6 (NE County) | 10 |
| Zone 7 (SE County) | 7 |
| Zone 8 (SW County) | 0 |
| Out of District | 2 |
| Total | 167 |

| Dispatch to Enroute | Time |
|---------------------|-------------|
| Station 1 | 1:04 |
| Station 2 | 0:31 |
| Station 3 | 1:09 |
| Station 4 | 0:52 |
| Average | 0:54 |

| Dispatch to Arrival | Time |
|---------------------|-------------|
| Station 1 | 4:56 |
| Station 2 | 4:05 |
| Station 3 | 4:12 |
| Station 4 | 5:18 |
| Average | 4:37 |

| PREVENTION PROGRAMS | Total |
|-----------------------------|-----------|
| Fire Investigations | 5 |
| Fire/Safety Inspections | 60 |
| Smoke Detectors Installed | 5 |
| Public Education Activities | 2 |
| Plan Reviews | 9 |
| Burn Permits Issued | 0 |
| Total | 81 |

| Response By Station | Total |
|---------------------|------------|
| Station 1 | 53 |
| Station 2 | 39 |
| Station 3 | 55 |
| Station 4 | 20 |
| Total | 167 |

| Most Common | |
|-------------|-------------|
| Day | Monday |
| Time | 17:00-17:59 |

| FIRE DEATHS/INJURIES | Total |
|----------------------|-------|
| Fire Deaths | 0 |
| Fire Injuries | 0 |

| STRUCTURE FIRES | Total |
|-----------------|-------|
| Structure Fires | 5 |

| FALSE ALARM RESPONSE | Total |
|----------------------|-------|
| False Alarms | 16 |

| Training Hours | Hours |
|------------------|----------------|
| Fire Training | 696.30 |
| EMS Training | 209.00 |
| HR Training | 75.00 |
| Officer Training | 59.00 |
| Total | 1039.30 |



Hobbs Fire Department

April 2024

| EMS Alarms | Total |
|-----------------|------------|
| Alarms (City) | 654 |
| Alarms (County) | 87 |
| Alarms (Gaines) | 3 |
| Total | 744 |

| ZONES | Total |
|--------------------|------------|
| Zone 1 (NW City) | 276 |
| Zone 2 (NE City) | 139 |
| Zone 3 (SE City) | 166 |
| Zone 4 (SW City) | 73 |
| Zone 5 (NW County) | 30 |
| Zone 6 (NE County) | 42 |
| Zone 7 (SE County) | 3 |
| Zone 8 (SW County) | 12 |
| Out of District | 3 |
| Total | 744 |

| Average Run Times | Time |
|-------------------|---------|
| Enroute | 01:52.8 |
| At Scene | 04:28.2 |
| On Scene Time | 27:58.8 |
| To Destination | 12:16.2 |
| Back in Service | 23:43.2 |

| Out of Town Transfers | Total |
|-----------------------|-----------|
| Lubbock | 0 |
| Midland | 0 |
| Odessa | 0 |
| Roswell | 4 |
| Carlsbad | 2 |
| Artesia | 0 |
| Airport | 38 |
| Total | 44 |

| Most Common | |
|-------------|-------------|
| Day | Monday |
| Time | 14:00-14:59 |

| Most Common Complaint Total | |
|-----------------------------|-------------|
| MVC | 99 (13.31%) |
| Sick Person | 73 (9.81%) |
| Falls | 66 (8.87%) |

| Cardiac Arrest Responses Total | |
|--|----|
| Cardiac Arrest | 15 |
| ROSC | 0 |
| ROSC = Return of Spontaneous Circulation | |

| EMS Billing | Amount |
|-------------|--------------|
| Billed | \$235,453.59 |
| Collected | \$199,649.76 |





Hobbs Express

Monthly Report - APRIL 2024

| Passenger Activity | <i>Prior Month</i> Mar-24 | <i>Reporting Month</i> Apr-24 |
|----------------------------------|-------------------------------------|---|
| No. of Elderly Passengers | 1052 | 973 |
| No. of Non-Ambulatory Passengers | 144 | 139 |
| No. of Disabled Passengers | 374 | 391 |
| No. of Other Trips | 3353 | 4431 |
| Total Passenger Trips | 4923 | 5934 |

| | | |
|--|-------------|-------------|
| Total Bus Route Trips | 3038 | 3385 |
| Total Demand Response/Paratransit Trips | 1885 | 2549 |
| Total Passenger Trips | 4923 | 5934 |

| Vehicle Statistics | <i>Reporting Month</i> Mar-24 | <i>Reporting Month</i> Apr-24 |
|---------------------------|---|---|
| Total Vehicle Hours | 599 | 590.5 |
| Total Vehicle Miles | 8,192 | 9,284 |

| Revenue Collected | <i>Prior Month</i> Mar-24 | <i>Reporting Month</i> Apr-24 |
|--------------------------|-------------------------------------|---|
| Total Fares Collected | \$0.00 | \$0.00 |



HOBBS POLICE DEPARTMENT

May 6, 2024

To: Chief August Fons
Deputy Chief Shane Blevins
Captain Marina Barrientes
Lt. Jason Herrera
Superintendent Jessica Silva

From: Code Enforcement Supervisor David Gough

Subject: Code Enforcement End-of-Month Report (April 2024)

CODE ENFORCEMENT END OF MONTH REPORT (APRIL 2024)

| | |
|---------------------|-----|
| Code warnings | 93 |
| Code citations | 8 |
| Code calls | 163 |
| Animal warnings | 6 |
| Animal calls | 305 |
| Animal citations | 7 |
| Inoperable Vehicles | 2 |
| Parking | 3 |
| Search Warrants | 4 |
| POSD | 11 |

August Fons, 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

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

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

May 2, 2024

To: Chief Fons
 Deputy Chief Blevins
 Captain Barrientes
 Lt. Herrera
 Superintendent Silva

From: HAAC Manager Missy Funk

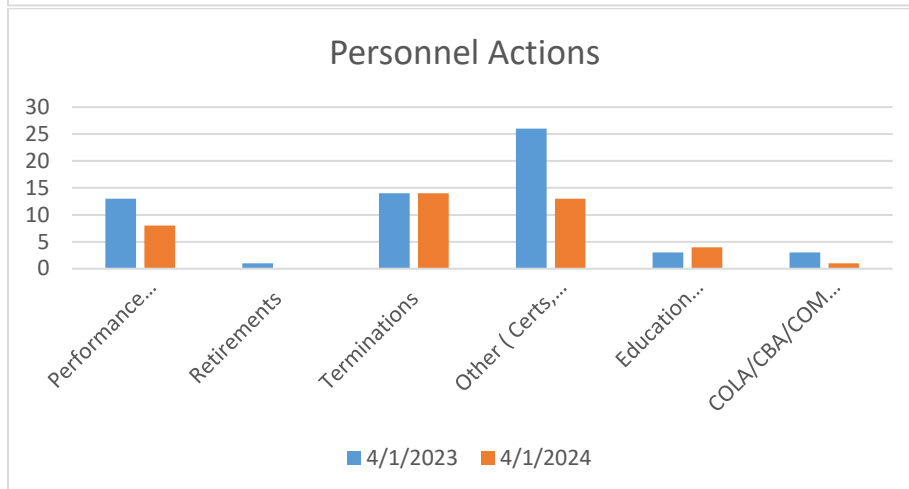
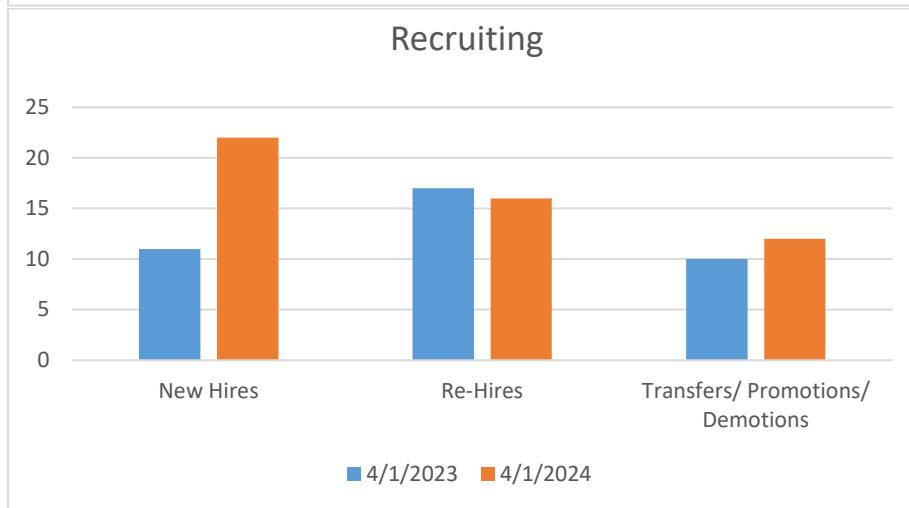
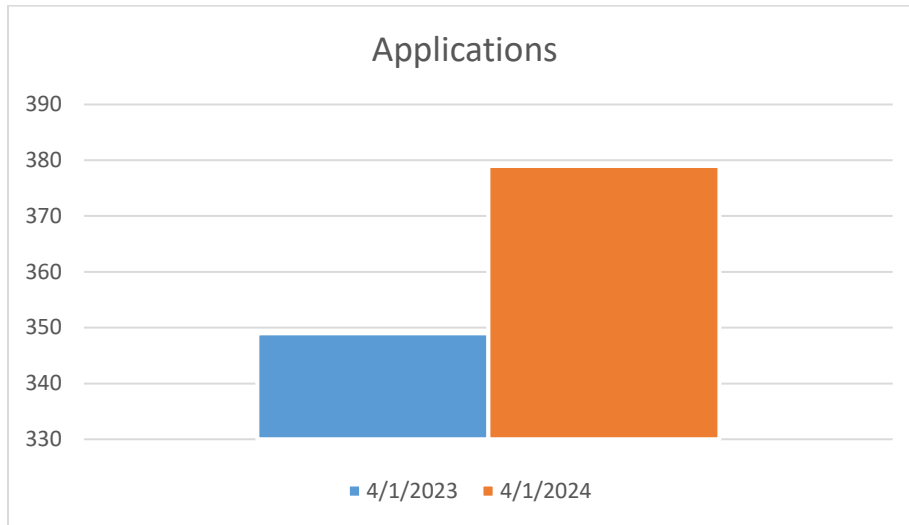
Subject: Monthly Statistics HAAC

April 2024

| Intake: | Cats | Dogs |
|--------------------------|------------|------------|
| Dead On Arrival | 14 | 12 |
| Sterilization Only | 62 | 80 |
| Stray | 34 | 67 |
| Transfers In | | |
| Unwanted | 15 | 52 |
| Quarantine | 2 | 20 |
| Clinic Visit shots | | 10 |
| Cat Trap, Neuter, Return | 17 | |
| Totals: | 144 | |
| | | |
| Dispositions: | | |
| Adopted | 37 | 44 |
| Died at Facility | 1 | |
| Dead on Arrival | 16 | 13 |
| Euthanized | 4 | 38 |
| Rescued | | 49 |
| Return to Owner | | 23 |
| Sterilization Only | 59 | 77 |
| Escaped | | |
| Clinic visit shots | | 9 |
| Cat Trap, Neuter, Return | 14 | |
| Totals: | 131 | 253 |

| | | |
|--------------------------|------------------------|---------------|
| Total Revenue Collected: | Animal Pick Ups: | \$ 600 |
| | Permits/Tags: | \$ 10 |
| | Reclaims: | \$ 840 |
| | Adoptions | \$ |
| | Cat traps | \$ 120 |
| | <u>Sterilizations:</u> | <u>\$ 200</u> |
| | | \$1770 |

HAAC currently has 58 dogs in custody and 2 cats, 1 dog and 9 kittens in foster



Application Source

| source | total |
|--|------------|
| Billboard / Sign | 6 |
| Chamber of Commerce Website | 0 |
| City of Hobbs Website | 127 |
| Facebook | 10 |
| Friend / Family | 66 |
| Governmentjobs.com | 15 |
| Indeed.com | 91 |
| Job Fair | 4 |
| LinkedIn | 0 |
| Municipal League | 0 |
| New Mexico Department of Labor | 1 |
| Newspaper | 2 |
| Other | 50 |
| Radio | 0 |
| Recruiter | 7 |
| Unknown | 0 |
| Totals | 379 |

New Position Postings

| | |
|--------------------------------|---------------------------------|
| CORE KIDS SPECIALIST | FACILITY MAINTENANCE SPECIALIST |
| CORE POOL MANAGER | ANIMAL SHELTER ASSISTANT |
| CORE SPORTS SPECIALIST | POLICE SERGEANT - PATROL |
| STAFF ENGINEER/PROJECT MANAGER | ASSISTANT LIBRARY DIRECTOR |
| TRAFFIC SUPERVISOR | LIBRARY PAGE (PART TIME) |
| FINANCIAL ANALYST-PAYROLL | POSD MAINTENANCE WORKER |
| DRIVER ENGINEER | POSD MECHANIC - GOLF |
| FIRE DEPUTY CHIEF | |

Safety Skills Training:

- Hazard Communication

Team Involvement:

- The HR Team participated in the hiring process for Assistant City Manager resulting in the promotion of Todd Randall
- The annual seasonal hiring process is continuing
- Diana Campos worked with Voya to bring a representative on site for group and individual meetings
- The HR Team started site visits to city facilities in order to gain knowledge about their departments
- The Department Heads provided all employees with a great breakfast
- Nicholas Goulet and Tracy South attended the NM State SRHM conference

Information Technology Department

IT Mission Statement:

The Information Technology Department strives to provide high quality technology-based services, in the most cost-effective manner, to facilitate the City of Hobbs operations and its services to the community.

IT Staff Experience:

The Information Technology Department is a support department comprised of 8 team members. We have 82+ years of combined experience with the City of Hobbs.

Christa Belyeu – IT Director

Matt Blandin – Asst. IT Director

Joe Amador – Webpage Specialist

Jeff Sanford – Communications Specialist

Frank Porras – IT Network Administrator

Gabriel Jurado – Computer Specialist

Stephanie Ledezma – Computer Specialist

Justin Munoz – IT Network Specialist

IT Responsibilities:

The Information Technology Department is responsible for the research, development and implementation of all City technological equipment and programs.

- ❖ **Technology Policies**
 - [AR 15-02 – Technology Policy](#)
- ❖ **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 (500)
 - Laptops (250)
 - Tablets (130)
 - Point of Sale systems
 - Credit Card devices
 - Peripherals
 - 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)
- ❖ **Copy Machines (35) (all locations)**
- ❖ **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 (33 locations)**
 - Warning Siren/Public Address
- ❖ **Facility alarm systems (all locations)**
- ❖ **KHBX LP Radio Station**
- ❖ **Audio/Video**
 - Commission Chambers
 - Livestream regular, special and work session meetings
 - Meeting Rooms
 - Portable
 - Cable TV
 - Video/Virtual Conferencing
 - Radio station and remotes

Total Tickets ⓘ

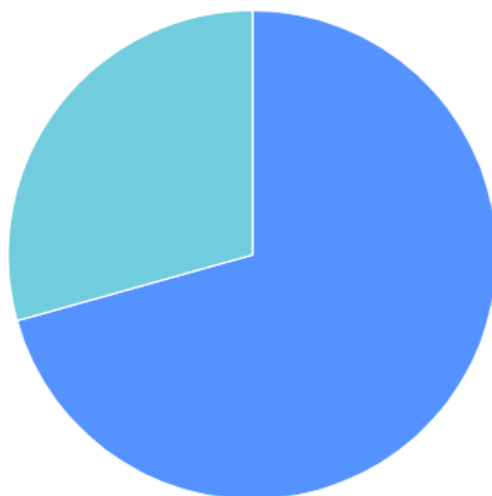
242

Avg Tickets/day ⓘ

8

Inflow by Channel ↗

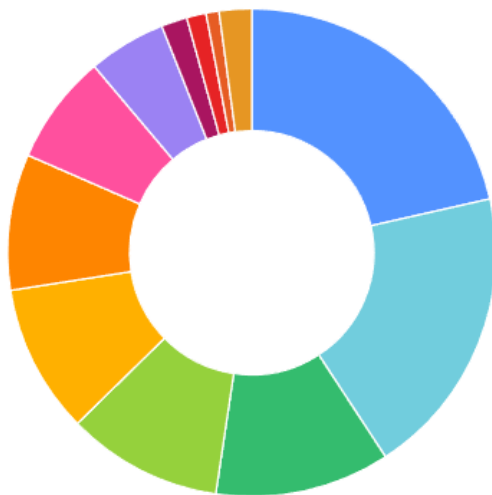
Pie Chart ▾



- Email 171
- Admin Panel 71
- API 0
- Chat 0
- Contact Form 0
- Facebook 0
- Messaging 0
- MS Teams 0
- Phone 0
- Scheduled Ticket 0
- Slack 0
- Others 0

Issue Type ↗

Donut Chart ▾



- Webpage 50
- Software 45
- Hardware 27
- User setup 24
- Email 23
- Phone 21
- PC Setup 17
- Password Reset 12
- 2FA 4
- Project 3
- Internet 2
- Others 5

CITY MANAGER'S REPORT

April, 2024

Hobbs Public Library

CIRCULATION: **6,434**

CIRCULATION BY MATERIAL TYPE:

| | |
|------------------------------------|-------|
| Books and Periodicals | 3,859 |
| Audio Books & Music | 87 |
| DVDs | 1,505 |
| E-Books/E-Audio (OverDrive & Gale) | 677 |
| Kanopy | 54 |
| Hoopla | 252 |

CIRCULATION WITH OTHER LIBRARIES:

| | Borrowed | Loaned |
|--------------------|----------|--------|
| Interlibrary Loans | 2 | 15 |
| ELIN Loans | 15 | 6 |

CIRCULATION BY PATRON TYPE:

| | |
|--|--------------|
| Adult | 3,520 |
| Juvenile | 919 |
| Senior Citizen | 941 |
| Used in Library | 1,054 |
| Total Children's Items Circulated | 2,440 |
| Total Adult Items Circulated | 3,994 |
| Patron Visits | 3900 |
| Overdue Notices Sent | 0 |

PROGRAMS & PUBLIC SERVICES:

| | |
|-----------------------------------|------|
| Programs Provided | 39 |
| Attendance | 1219 |
| Passive Programs Provided | 3 |
| Passive Programming Participation | 464 |
| Meeting Room Use | 31 |

| | |
|---------------------|------|
| Facebook Post Reach | 5800 |
| Web Site Usage | 546 |
| HPL Database Usage | 227 |
| Reference Questions | 259 |
| Public Computer Use | 490 |
| Board Games | 27 |

PATRON PROFILES:

| | |
|----------------------------------|---------------|
| Adult | 18,340 |
| Juvenile (Under 18 Years) | 3,540 |
| Senior Citizens (62+ Years) | 2,580 |
| Temp ELIN | |
| Total Active Borrowers | 24,460 |
| | |
| Library Patrons Added This Month | 98 |

RECEIPTS:

| | |
|---------------------------------|-----------------|
| Materials Paid For | \$30.00 |
| Fines & Fees | \$19.61 |
| Copy Machine & Public Printouts | \$444.95 |
| Total | \$494.56 |

ITEMS ADDED:

| | |
|-------------------|------|
| Total Items Added | 820 |
| Items Weeded | 3299 |

HOLDINGS:

| | |
|------------------------|---------|
| Total Library Holdings | 166,582 |
|------------------------|---------|

City Manager's Report
Municipal Court – April 2024

Monthly Cases:

| | |
|-------------------------|----------|
| Traffic Citations | 374 |
| Misdemeanor Citations | 32 |
| Environmental Citations | 20 |
| Fire Code Violations | 0 |
| AGG. DWI | 6 |
| DWI – 1 st | 0 |
| DWI – 2 nd | <u>0</u> |
| Total | 432 |

Courtroom Activity:

| | |
|---------------------------------------|-----------|
| Video Arraignments (Jail) | 101 |
| Court Appearances – A.M. | 36 |
| Court Appearances- P.M. | 76 |
| Virtual Court | 3 |
| Special Settings | 3 |
| Pretrial Court Appearances – A.M. | 51 |
| Pretrial Court Appearances – P.M. | 29 |
| Attorney Pretrial | 5 |
| Trial/Change of Plea Cases/PV Hearing | <u>24</u> |
| Total | 328 |

Other Activity:

| | |
|-----------------|-----------|
| Summons issued | 475 |
| Warrants issued | <u>74</u> |
| Total | 549 |

Fines/Fees Assessed based on Conviction:

| | |
|-------|--------------------|
| Fines | \$44,017.00 |
| Fee | <u>\$16,226.00</u> |
| Total | \$60,243.00 |

Fines/Fees Collected:

| | |
|------------------------|---------------|
| Fines | \$38,997.00 |
| Penalty Assessment Fee | 3,668.00 |
| Automation Fee | 2,443.00 |
| Judicial Education Fee | 1,218.00 |
| Correction Fee | 8,160.00 |
| DWI Prevention Fee | 196.00 |
| DWI Lab Fee | <u>260.00</u> |
| Total | \$54,942.00 |

Parks & Open Spaces Department

April 2024 Report



IT ALL HAPPENS HERESM

-
1. Cemeteries had 19 interments
 2. Graffiti had 8 reported locations
 3. POSD started National Safety Council – Defensive Driving Training for it's employees
 4. Zia Plex hosted it's first Autism Awareness Slow-Pitch Softball Tournament
 5. Rockwind prepared for the upcoming NJCAA Men's Championship
 6. POSD assisted Recreation with Easter events
 7. Adult slow pitch softball league started
 8. POSD cleaned up 19 Environmental Lots
 9. Parks irrigation team getting systems ready for warming temperatures
 10. One new employees started: Robert Quesada
-





THE CITY OF
HOBBS, NEW MEXICO

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

Recreation Department
Monthly Report - April 2024

Divisions

CORE Recreation Rockwind Clubhouse Senior Center Teen Center

CORE

While participation and revenue decreased slightly (5% and 10%, respectively) compared to March 2024, with March traditionally being the busiest month at the CORE, when compared to April 2023, participation and revenue both increased (15% and 25%, respectively). Another season of youth sports began in April. The inaugural Pickleball League concluded and was a big success. The CORE hosted its first Adaptive Sports Expo which attracted 64 participants. End of year school parties also began which saw the CORE host students from both Portales and St. Helena's Catholic School here in Hobbs. These parties will continue into May.

CORE Participation and Revenue:

April 2024 Participation 33,402
April 2024 Revenue \$104,263.62

For Comparison Purposes:

March 2024 Participation 35,261 April 2023 Participation 29,025
March 2024 Revenue \$116,467.22 April 2023 Revenue \$83,429.61

Additional April 2024 Details:

Annual Passes Sold 35 COREkids Participation 1,485 (up 20%)
Monthly Passes Sold 270 Group Fitness Classes 456
Weekly Passes Sold 10 Tours/Participants 30/64
Day Passes Sold 2,961 Facility Rentals 33

Senior Center

The Senior Center continues the very important mission of providing services to the senior citizens in the community. Below is some information for April 2024:

Table with 3 columns: Description, # Meals, Donations Received. Rows include April 2024 Congregate Meals Served (1,938 meals, \$1,896.95), April 2024 Home Delivered Meals (2,763 meals, \$1,132.00), April 2024 Totals (4,701 meals, \$3,028.95), and For comparison March 2024 Totals (4,305 meals, \$3,165.54).

Duplicate Recreation Activities: 604 Exercise: 575
Transportation/Transportation Donations: 299/\$97.00 Assessment/Reassessment: 95

Recreation

- Adult Art Classes had 33 participants in April
- Recreation staff continued with the hiring process for summer seasonal positions
- Recreation staff continued planning for 2024 summer special events
- The Hobbs Downtown Slam & Jam featured a record-breaking 243 teams in the Gus Macker 3-on-3 Basketball Tournament

Aquatics

- Aquatics staff continue to provide mandatory weekly in-service trainings for Lifeguards
- The hiring process was completed for the Aquatics Coordinator position
- Aquatics staff is working preparing splash pads and seasonal pools for annual inspections by the State of New Mexico which are needed prior to operations starting in Summer 2024
- Reservations continue for end of school year parties at the splash pads
- Tsunami Swim & Dive had a total of 31 participants for the month.

Rockwind Community Links Clubhouse

In April 2024, Rockwind hosted six tournaments and one outing. Tournaments: USW Invitational, The Kinder Morgan Jesse Espinoza Memorial, The WCJAC (NMJC) Conference Championship, The New Mexico Oil and Gas Open, The Faith in Action Charity Scramble, Hobbs High School Varsity Event; Outing: USSSA Super Slam Golf Outing. The course realized a record amount of revenue for the month of April with \$109,152.45. The course also had very solid hard goods and soft goods revenue with over \$34,000 in golf shop sales.

Looking into the month of May Rockwind will be hosting 3 events: Devon Energy Open, The St. Helena Scramble, and The NJCAA National Championship. The course will also look to stock up on inventory for the busiest months of the year: June - October.

Rounds, April 2024: 2,137
Revenue, April 2024: \$109,152.45 (the highest for any April on record!)

For Comparison purposes:

| | | | |
|----------------------|--------------|----------------------|-------------|
| Rounds, March 2024: | 2,000+ | Rounds, April 2023: | 2,212 |
| Revenue, March 2024: | \$106,903.65 | Revenue, April 2023: | \$97,764.41 |

Teen Center

- The Teen Center hosted several practices by local volleyball clubs
- Teen Center staff collaborated with The Guidance Center of Lea County to assist with getting those teens involved in the community
- Staff continues to offer rides home for teens who attend the Teen Center in the evening
- Teen Center staff continues to provide meals, activities, programs, and events at the Teen Center
- Teen Center staff continued to plan for summer field trips (local) and programs

RISK MANAGEMENT REPORT

April 2024

- Reviewed & processed for payment, monthly invoices for Work Comp/Liberty Mutual, General Liability Insurers.
- Participated in conference calls with insurance companies and assigned adjusters to review on-going claims.
- Conducted monthly review of all open claims with City Attorney.
- Reviewed insurance monthly loss runs report.
- Reviewed & processed for payment 1 application(s) for notary bond or inspection bond.
- Met with insurance agents to review renewal applications/process.
- Endorsed 0 new vehicles and/or equipment to city's insurance policy. Removed 2 vehicles and/or equipment from city's insurance policy.
- Reviewed 28 Incident Reports from various city departments, associated police reports and video footage; established claims where required.
- Reviewed 12 property damage incidents on behalf of the City of Hobbs.
- Reviewed vendor COIs for upcoming events, projects and contracts.
- Sent 3 demand letters for at fault claims.
- Received and reviewed Tort Notices.
- Issued multiple purchase orders to repair city vehicles.
- Completed required monthly safety training.
- Attended Commission meetings.

UTILITIES DEPARTMENT

| WATER DEPARTMENT | | 2023 | | 2024 | |
|----------------------|------------------------|----------------------------------|------------------------|----------------------------------|--|
| <u>CLASS</u> | <u>ACTIVE ACCOUNTS</u> | <u>Billed gallons March 2023</u> | <u>ACTIVE ACCOUNTS</u> | <u>Billed gallons March 2024</u> | |
| Residential | 11,893 | 109,501,017 | 11,898 | 85,049,316 | |
| Commercial | 1,822 | 41,161,980 | 1,852 | 33,300,011 | |
| City Accounts | 211 | 14,759,101 | 207 | 14,625,766 | |
| School Accounts | 62 | 9,215,131 | 66 | 1,661,003 | |
| Irrigation | 259 | 8,326,224 | 302 | 4,727,328 | |
| Unbilled Maintenance | | 1,200,000 | | 2,800,000 | |
| | 14,247 | 184,163,453 | 14,325 | 142,163,424 | |

| LABORATORY | April 2023 | April 2024 |
|---------------------------------|------------|------------|
| Total Drinking Water Tests | 53 | 42 |
| Total Wastewater Tests | 720 | 750 |
| Liquid Waste Received (gallons) | 106,260 | 124,285 |

| WASTEWATER RECLAMATION FACILITY | | |
|---------------------------------|---------|---------|
| Influent (Million Gallons) | 94.857 | 96.629 |
| Effluent (Million Gallons) | 87.422 | 90.961 |
| Solids Removed (Dry Pounds) | 145,597 | 143,801 |

WATER PRODUCTION REPORT - APRIL 2024

| | |
|--|-------------|
| WATER PRODUCED | |
| Total monthly water produced, million gallons | 230,538,000 |
| Total monthly water distributed, million gallons | 236,031,000 |
| CHLORINE | |
| Monthly chlorine average residual, milligrams/liter | 0.63 |
| Monthly chlorine gas dosed to system (lbs) | 1,964 |
| MICROBIOLOGY | |
| Bacteria tests, routine | 40 |
| Positive results | 0 |
| PUBLIC SERVICE | |
| Customer complaints, investigated | 0 |
| Customer complaints, resolved | 0 |
| Low water / pressure issues | 0 |
| Emergency call outs (from 5:00 pm to 7:00 am & weekends) | 0 |

UTILITY MAINTENANCE APRIL 2024

WORK DESCRIPTION

| | |
|---|-------------------|
| Meter lid replacement | 40 |
| Meter box replacement | 30 |
| Meter stop / valve replacement | 35 |
| Meter change out 3/4" | 100 |
| 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 | 2 |
| Set new 3" meter | 1 |
| Set new 4" meter | 0 |
| Set new 6" meter | 0 |
| Service lateral leaks/repair | 65 |
| Service lateral replacement | 5 qty - 55 feet |
| New Service Lateral | 5 qty - 75 feet |
| Low water pressure investigation | 2 |
| Water quality investigations | 2/Customer Issues |
| Main line leaks/repair | 14 |
| Main line replacement (feet) | 15 |
| Valve maintenance | 150 |
| Valve new install/replacement | 40 |
| Fire hydrant maintenance | 200 |
| Fire hydrant repair/replacement | 4 |
| Fire hydrant meter maintenance | 3 |
| Fire hydrant meter set | 5 |
| New fire hydrant installed | 10 |
| Vehicle/equipment maintenance hours | 20 |
| Unaccounted/unmetered water loss | 2,200,000 |
| Miscellaneous afterhour calls | 15/Line Spots |
| Emergency Call Outs (From 6:00pm to 7:00am) | 70 |

WORK DESCRIPTION

QUANTITY

| | |
|------------------------------------|-------------|
| Manhole maintenance | 35 |
| Manholes cleaned | 150 |
| Sewer main line cleaned (feet) | 15,000 |
| Sewer stoppages | 5 |
| Sewer main line video inspections | 2 |
| Odor complaints | 3 |
| Sewer pre-treatment additives | 400 gallons |
| Property damage from sewer | 0 |
| Sewer main line repair/replacement | 50 feet |

| | |
|----------------------------------|---|
| New sewer main line installation | 0 |
| New backflow valve installation | 0 |
| Backflow valve maintenance | 0 |
| Lift station maintenance | 5 |

| UTILITIES MONTHLY PLUMBER REPORT APRIL 2024 | QUANTITY |
|--|-----------------|
| Sewer stoppages | 10 |
| Odor complaints | 2 |
| Water leaks | 8 |
| Pool maintenance | Daily |
| Emergency call outs (from 5:00 pm to 7:00 am) | 8 |
| Core | 30 |