



CITY MANAGER'S MONTHLY REPORT
SEPTEMBER, 2019

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



Mayor

Sam D. Cobb

City Commission

- Marshall Newman – District 1
- Christopher Mills – District 2
- Patricia Taylor – District 3
- Joseph D. Calderón – District 4
- Dwayne Penick – District 5
- Don Gerth – District 6

CITY MANAGER

Acting City Manager
Risk Management Dir.

Manny Gomez
Ann Betzen

INFORMATION TECHNOLOGY DEPT.

I.T. Director
Assistant I.T. Director

Ron Roberts
Christa Belyeu

CITY CLERK'S OFFICE

City Clerk
Deputy City Clerk
Public Transportation

Jan Fletcher
Mollie Maldonado
Jacque Pennington

LEGAL DEPARTMENT

City Attorney
Deputy City Attorney
Assistant City Attorney

Efren Cortez
Erik Scramlin
Valerie Chacon

CITY ENGINEER

City Engineer
Planning

Todd Randall
Kevin Robinson

LIBRARY SERVICES

Library Director

Sandy Farrell

COMMUNICATIONS DEPT.

Communications Director
Conv. & Visitors Bureau

Meghan Mooney
Tanya Sanchez

MUNICIPAL COURT

Municipal Judge
Municipal Court Clerk

Benjamin Harrison
Shannon Arguello

COMMUNITY SERVICES DEPT.

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

Raymond Bonilla
Ben Maynes
Art DeLaCruz
Missy Funk

PARKS & OPEN SPACES DEPT.

POSD Director
Cemetery
Golf Course/Trail
Parks
Sports Fields

Bryan Wagner
Monica Mendoza
Matt Hughes
Wade Whitehead
Dusty Corley

FINANCE DEPARTMENT

Finance Director
Assistant Finance Director
Motor Vehicle Dept.

Toby Spears
Deborah Corral
Irene De La Cruz

PARKS & RECREATION DEPT.

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

Doug McDaniel
Lyndsey Henderson
Steve Schoch
Michal Hughes
Angela Courter

FIRE DEPARTMENT

Fire Chief
Deputy Fire Chief

Manny Gomez
Barry Young

POLICE DEPARTMENT

Police Chief
Deputy Police Chief

John Ortolano
Brian Dunlap

GENERAL SERVICES DEPT.

Gen. Svcs. Director
Building Maintenance
Electrician
Garage
Streets

Shelia Baker
Tommy Trevino
Shawn Smith
Matt Berry
Anthony Maldonado

UTILITIES DEPARTMENT

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

Tim Woomeer
Bill Griffin
Todd Ray
Kaylyn Lewis

HUMAN RESOURCES DEPT.

H. R. Director
Assistant H.R. Director

Nicholas Goulet
Tracy South

RISK MANAGEMENT/EXECUTIVE ASSISTANT REPORT

September 2019

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

Participated in 5 conference calls with Travelers Inc./assigned attorneys to review ongoing claims.

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

Reviewed 14 Incident Reports from various city departments, associated police reports and video footage.

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

Received and reviewed 2 Tort Notices.

Meet with insurance agent 5 times relating to annual renewal.

Prepared various correspondence for the Mayor and City Manager.

Processed 2 Notary bond applications.

Scheduled 32 meetings for the Mayor and City Manager.

Prepared 3 proclamations for commission meeting.

Facilitated lease of city property with grant writer.

Reviewed and approved 3 Alcohol & Gaming Permit Applications.

Scheduled 8 meetings in staff meeting room.

Review and approve payroll timesheets.

Attended commission meetings on Sept. 16, 2019.

Review, approve and post 2 Advisory Board agendas.

Received and assisted over 81 callers to Mayor/City Manager's office requesting assistance, general information/ filing complaint

Prepared agendas for and attended department head staff meetings on September 17 & 24, 2019.

Served as Acting City Manager September 26 & 27, 2019.



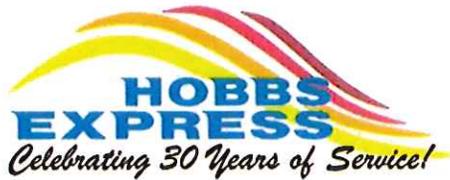
JAN FLETCHER, CMC
City Clerk

OFFICE OF THE CITY CLERK

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

**CLERK'S OFFICE MONTHLY REPORT
SEPTEMBER 2019**

Business Registrations – New	21
Business Registrations - Renewals	46
Total Business Registration Activity for Month	67
Total Active Business Registrations as of 9/30/19	1,906
Firework Permits	0
Junk Yard Licenses	0
Liquor Licenses	0
Mobile Business Licenses	2
Pawnbrokers License	0
Secondhand Dealers License	0
Solicitor's Permits	1
Temporary Vendor's License	0
Cemetery Deeds Issued/Processed	22
Public Documents Notarized	143
Public Records Requests	31
Regular City Commission Meetings 9/3/19 and 9/16/19	2
Special City Commission Meetings 9/9/19	1
City Commission Work Session/Closed Meetings 9/3/19	1
Notices of Potential Quorum 9/21/19	1
Resolutions and Ordinances Attested	15
Other Items Approved	3
Total Number of Transactions on Tyler Cashiering	376
Total Amount	\$443,185.31



Hobbs Express

Monthly Report - SEPTEMBER 2019

Passenger Activity	<i>Prior Month</i>	<i>Reporting Month</i>
	Aug-19	Sep-19
No. of Elderly Passengers	746	688
No. of Non-Ambulatory Passengers	253	242
No. of Disabled Passengers	290	213
No. of Other Trips	3786	4938
Total Passenger Trips	5075	6081

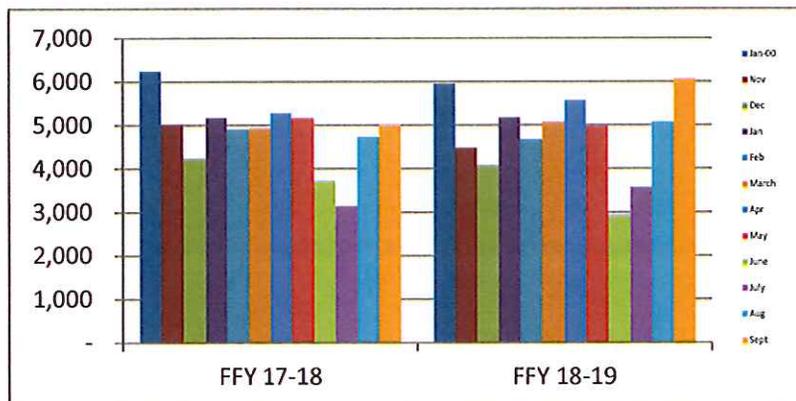
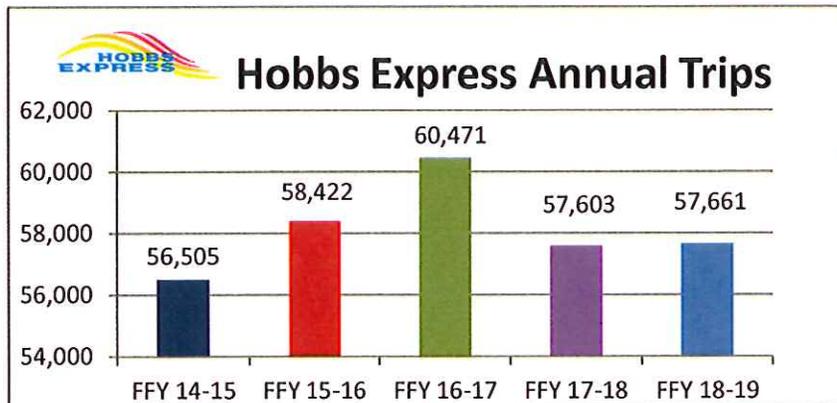
Bus Route Trips	4503	5474
Rapid Line Trips	233	300
Total Bus Route Trips	4736	5774
Total Demand Response/Paratransit Trips	339	307
Total Passenger Trips	5075	6081

Vehicle Statistics	<i>Prior Month</i>	<i>Reporting Month</i>
	Aug-19	Sep-19
Total Vehicle Hours	977.25	889.5
Total Vehicle Miles	14,299	12,118

Revenue Collected	<i>Prior Month</i>	<i>Reporting Month</i>
	Aug-19	Sep-19
Total Fares Collected	\$3,818.02	\$4,081.05

Hobbs Express Public Transportation Monthly Ridership Comparison

	FFY 14-15	FFY 15-16	FFY 16-17	FFY 17-18	FFY 18-19
Jan-00	6,333	5,683	5,956	6,240	5,947
Nov	4,334	4,330	5,206	5,031	4,479
Dec	4,081	4,355	5,003	4,243	4,082
Jan	4,279	4,939	5,161	5,171	5,177
Feb	4,155	5,118	5,110	4,902	4,672
March	4,830	5,448	5,694	4,937	5,084
Apr	4,787	4,472	4,982	5,280	5,576
May	4,133	4,859	4,967	5,176	4,980
June	3,973	3,842	3,066	3,735	2,938
July	4,951	4,441	4,225	3,142	3,570
Aug	5,150	4,579	5,137	4,729	5,075
Sept	5,499	6,356	5,964	5,017	6,081
	56,505	58,422	60,471	57,603	57,661





**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
September 2019**

ENGINEERING DEPARTMENT

The Engineering Department provides technical support to internal Departments, the public and oversees numerous major / minor capital improvements projects.

Community Programs & Services:

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

Permanent Addresses:	4
Temporary / Non-Habitable Structure Addresses:	6

GIS-MAPPING DIVISION:

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

ArcGIS Enterprise Server (Update):

Traffic Division - Survey123: Work order status feature was added to a new revision of the Intersection Inspection Survey in late September, and training on the new feature was done on September 30th.

Server Switchover: The GIS Division is moving forward on discontinuing the use of the old servers and moving all GIS operations over to the new ArcGIS Enterprise Deployment. In addition, ArcGIS Online will have limited users and a large number of users have been removed and moved over to our internal Portal for GIS access (on-going work).

Parks Map: Completed its internal work related to a pilot project for the Open Spaces Department (Pilot Project). The full project goal is to calculate and track the total number of acres maintained by the Open Spaces Department using the GIS system.

Hobbs Base Station (Final Update): On September 23, with the help of the IT and Fire Departments, the antenna for the City of Hobbs' real-time corrections radio base station was rehang from the radio tower at Fire Station 3. The real-time corrections radio base station went live on September 30, with the GIS division updating the active GPS units to use the base station.



**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
September 2019**

Citizen Maps Distribution: Updated the City's Handout Map The City's Handout Map is a basic map that is available to the citizens that shows local point of interest, hotels, parks, street names, and schools on our standard base map.

School Zone/Pedestrian Maps: The City of Hobbs' GIS division worked on a project for the Traffic Department to update and expand the coverage areas of the School Zone and School Pedestrian Maps. These maps are being used to evaluate school zone, signage, and roadway markings.

PLANNING DEPARTMENT:

The following is a summary of the historical growth statistics.

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

City Commission Planning Summary:

September - The City Commission approved 1 Low to Moderate Housing Grant Agreement and adopted the 2021-2025 Infrastructure Capital Improvement Plan.

Planning Board Summary:

September - The Planning Board reviewed and considered action on 6 items:

- Preliminary Plan Approval @Lots 1, 2 , 3 & 4, Block 2 Gale Addition (Granted)
- Sketch Plan Review @Tanglewood Unit 4 (Reviewed)
- Subdivision Approval @SW cor Joe Harvey & Grimes (Conditionally Approved)
- Development Agreement for Yes Housing @SW cor Navajo & Dal Paso (Recommend Approval)
- Sideyard Setback variance @220 N. Thomas (Granted)
- Block Closure Guidelines (Block Party Policies) (Approved)

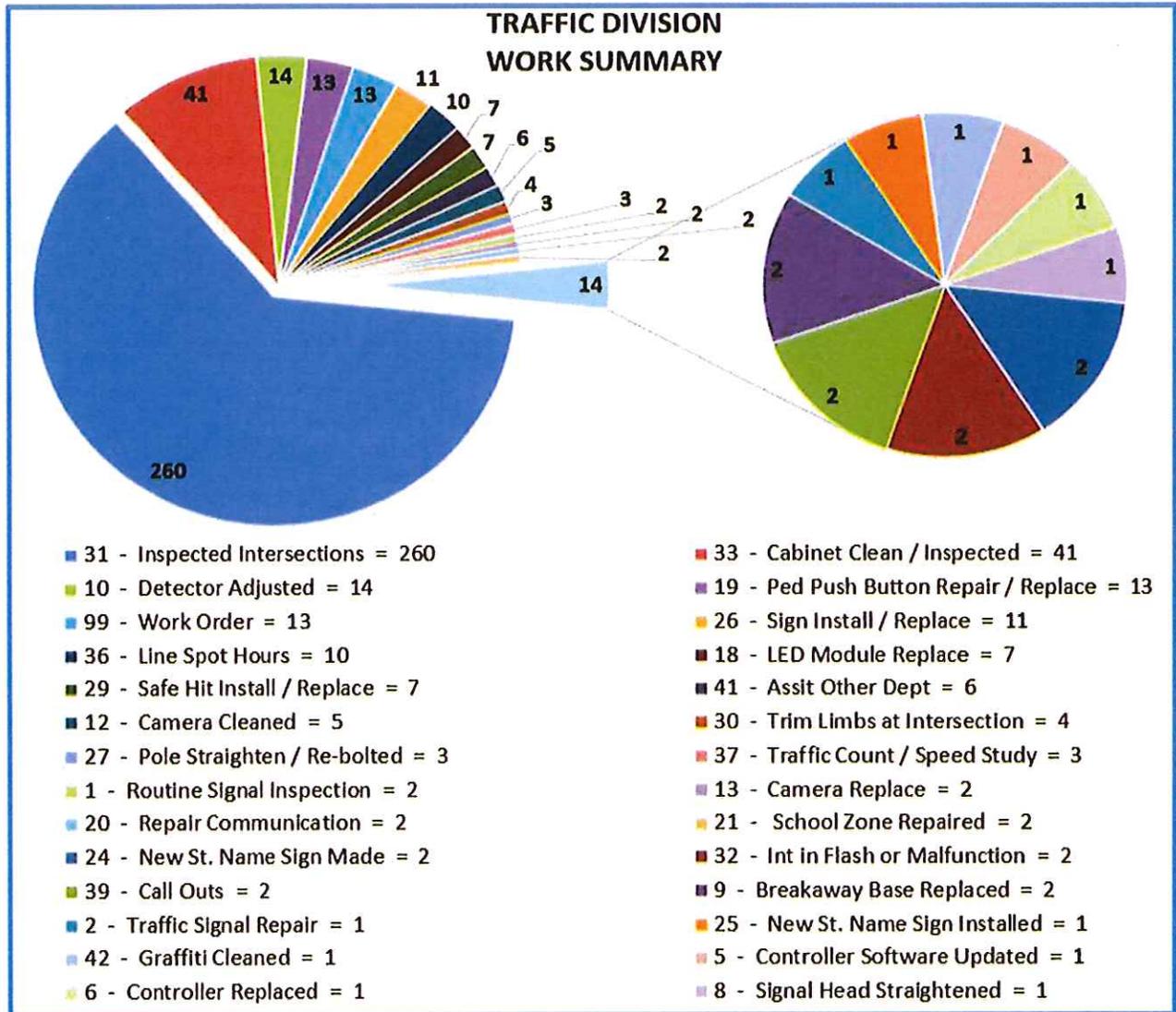


**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
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TRAFFIC DIVISION:

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

Total 1,296 tracked intersections





COMMUNICATIONS DEPARTMENT

Monthly Report

September 2019

Submitted October 15, 2019

GENERAL ACTIONS

The Communications Department distributed 5 press releases and 2 PSAs:

- CORE Safety Notice
- Retirement of Judge Harrison
- Announcement of Judge Arther Appointment
- Worked on "Hometown Hero Award" press release with Devon Energy rep, Shannon Johnson

All public information is regularly shared on social media, on the website, and on the Hootboard kiosk located in the first floor City Hall lobby. We monitor and respond when necessary to likes, comments, messages, reach, and other online communication related to the City of Hobbs.

2020 CENSUS

- Coordinated and held a meeting with the 2020 Census Complete Count Committee on September 3rd. The following topics/tasks were discussed:
 - Introduction of Steven Montano (new Census Bureau rep for out area)
 - Introduction of Luis Gomez (videographer for the Census)
 - Past events
 - Upcoming events
 - Media/Advertising Subcommittee
- Census commercial brainstorming with Luis Gomez
- Worked with the Hobbs Hispano Chamber on NM Counts Young Children grant

RADIO STATION, 99.3 KHBX

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

Current Radio Announcements

- HFD CPR
- HFD CPR SPANISH
- LCSO Explorer Program 12-31
- United Way Concert End Nov 9
- Hiring-Police Lifeguard Rockwind
- Hobbs Express 30 years
- Station ID
- Southwest Symphony Ends Sept. 7
- Dog Days of Summer Ends Sept. 7
- Watering Restriction Ends Sept. 15
- CORE MIXDOWN fall adult leagues
- CORE MIXDOWN youth leagues
- PLAYHOUSE ENDS 09/15
- Library Adult Program Ends May 11
- United way Campaign Ends Sept 28
- Coffee with Cops Generic No End
- HPD Hiring 1 Ends Sept 22
- Library E-Resources Ends May 11
- Library Young Adult Program Ends May 11
- Fab fiber vo
- General Recruitment Multi-voice-City of Hobbs
- CORE lifeguard hiring
- Do you know your commissioner?
- Rockwind Hiring
- Boy Scouts Ends May 10, 2020

CONVENTION VISITORS BUREAU MAIN FOCUSES

The Convention and Visitors Bureau monthly meeting with hoteliers scheduled for August 16th at 12 p.m., The rates, and instructions on how to receive the rates shared with the event coordinators.

Listed Events:

- United Way Chile Cook-Off
- New event: Rooms for Hobbs Police Department training December 13th - 15th
- United Way Concert November 9th

Other

- Hoteliers Meeting (met with each manager at their properties)
- Coordinated team for COH and CORE to participate in Walk for Light
- Planning of the Tree Lighting Ceremony
 - Reached out to partners for Tree Lighting Ceremony
- Working with the New Mexico Tourism Department to list Hobbs and Lea County on their website
- Contacted the New Mexico United professional soccer team about hosting clinics in Hobbs
 - Looking at a future date in January
- Photos are on Trip Advisor showing different parts of Hobbs (working with Trip Advisor to make better)
- Compiled list for Hotels with all events through the end of the year
- Webinar on changes for Facebook and Instagram for businesses

EVENT PARTICIPATIONS

- Attended Coffee with Cops at Fire Station 1
- Attended 9/11 Memorial at Fire Station 1
- CVB worked at Walk for Light

MISCELLANEOUS ACTIONS

- Gave 4 on-air radio interviews regarding the Large Item Pickup
- Attended Devon Energy STEM Grand Opening at Braodmoor Elementary
- Phone call update with Meltwater
- Participated in the creation of several publications
- Attended Fire Extinguisher/CPR/AED Training
- "MVD Mondays" on COH Instagram and Facebook
- Coordinated photo shoots with photographer at different locations with different models
- Ordered promotional items
- Coordinated employee milestones, announcements, PSAs, employee recognitions, etc. on social media



COMMUNICATIONS DEPARTMENT
Monthly Report
September 2019
Submitted October 15, 2019

Livestreamed City Commission Meetings

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

	Viewers	Total Number of Viewers	Total Minutes
Recorded Viewers	85.2%	346	1570
Live Viewers	14.8%	60	1749
Total	100%	406	3319

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

City of Hobbs Building Division

Total Type of Construction

for period ending September 01, 2019-September 30, 2019

<u>Type of Construction</u>		<u># of Permits</u>	<u>Valuation</u>	<u>Fee's</u>
Commercial				
COMM MECHANICAL	C	6	9,000.00	423.00
COMM PLUMBING	C	8	12,000.00	722.50
COMMERCIAL ADDITION	C	2	50,000.00	324.00
COMMERCIAL CANOPY	C	1	49,000.00	240.00
COMMERCIAL ELECTRICAL	C	16	24,000.00	1,489.00
COMMERCIAL RAMPS	C	1	12,000.00	120.00
COMMERCIAL REMODEL	C	6	1,111,800.00	2,616.00
COMMERCIAL RE-ROOFING	C	2	113,000.00	410.00
COMMERCIAL SIGN	C	6	24,880.00	205.00
NEW COMMERCIAL	C	3	1,904,710.00	3,288.00
		<u>51</u>	<u>3,310,390.00</u>	<u>9,837.50</u>
Residential				
RES MECHANICAL	R	40	60,000.00	3,025.00
RES PLUMBING	R	45	67,500.00	2,505.00
RES SEWER TAP & EXCAVATION	R	3	4,600.00	1,370.00
RESIDENTIAL ADDITION	R	1	43,000.00	200.00
RESIDENTIAL CARPORT	R	4	81,470.00	380.00
RESIDENTIAL DETACHED GARAGE	R	1	60,000.00	200.00
RESIDENTIAL DRIVEWAY	R	3	14,500.00	60.00
RESIDENTIAL ELECTRICAL	R	46	69,000.00	3,639.00
RESIDENTIAL FENCE	R	3	4,500.00	40.00
RESIDENTIAL MANUFACTURED HOME	R	6	279,319.00	360.00
RESIDENTIAL REMODEL	R	11	169,850.00	980.00
RESIDENTIAL RE-ROOF	R	10	49,915.00	510.00
RESIDENTIAL SINGLE FAMILY	R	21	5,873,839.00	11,540.00
RESIDENTIAL STORAGE	R	4	86,901.00	560.00
		<u>198</u>	<u>6,854,294.00</u>	<u>25,369.00</u>
		<u>249</u>	<u>10,164,684.00</u>	<u>35,206.50</u>

CODE ENFORCEMENT NUMBERS FOR SEPTEMBER 2019

CODE WARNINGS 486

CODE CITATIONS 21

CODE COMPLAINTS 396

ANIMAL WARNINGS 296

ANIMAL CITATIONS 34

ANIMAL COMPLAINTS 287

VEHICLES TOWED/PD 6

September/19 Hobbs Animal Adoption Center

	Jul-19		Aug-19		Sep-19	
	Cats	Dogs	Cat	Dogs	Cats	Dogs
Intakes:						
Dead on Arrival	7	12	19	13	16	20
Stray	127	276	163	239	139	210
Transfer		3	2		2	
Unwanted	54	71	35	77	38	36
Low Cost	24	48	56	37	31	33
Quarantine	2	23		10		4
Total	214	433	275	376	226	303
 Disposition:						
Adopted	65	116	33	97	63	73
Died at Facility	8	3	11	3	12	7
Dead on Arrival	5	10	19	12	15	14
Escape trap	1	1	4			
Euthanized	55	33		38	40	26
Rescued	75	112	38	89	123	90
Return Owner		93	69	75	1	75
Low Cost	24	48	56	37	31	33
Total	233	416	230	351	285	318

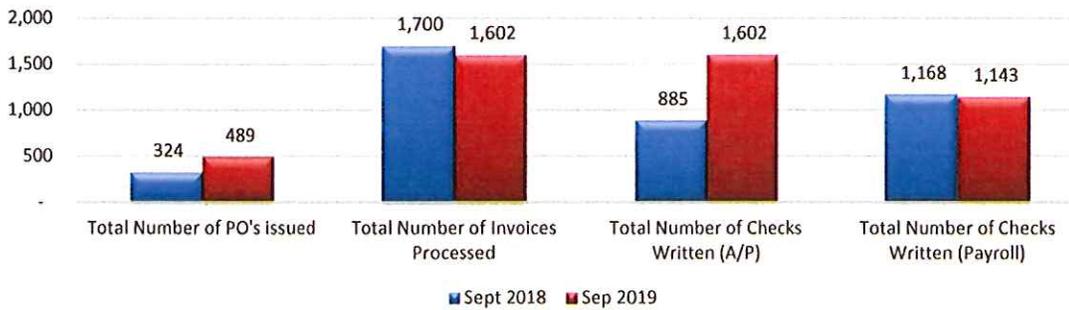
Monthly Measurement
Finance Department
Fiscal Year 2020

Cash Statistics	Sept 2018	Sept 2019
Beginning Cash Balance	\$ 98,945,672	\$ 121,776,685
Monthly Cash In (Revenue - all funds)	\$ 9,725,197	\$ 13,339,648
Monthly Cash Out (Expenditures - all funds)	\$ 7,488,250	\$ 6,948,631
Ending Cash Balance	\$ 101,182,620	\$ 128,167,703

Finance Transaction Statistics

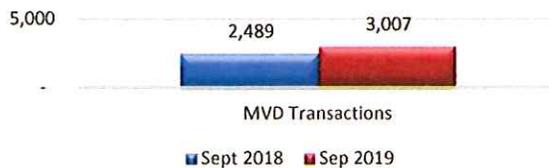
	Sept 2018	Sept 2019		
Total Number of PO's issued	324	489	daily average	21.26
Total Number of Invoices Processed	1,700	1,602	daily average	69.65
Total Number of Checks Written (A/P)	885	1,602	weekly average	400.50
Total Number of Checks Written (Payroll)	1,168	1,143	bi-weekly average	571.50

Financial Transaction Averages



MVD Statistics	Sept 2018	Sept 2019		
MVD Transactions	2,489	3,007	daily average	130.74
MVD Fees Received	\$ 460,261	\$ 581,269	daily average	\$ 25,272.57

MVD Transaction Averages



MVD Fees Received



FIRE SUPPRESSION/PREVENTION

September 2019

ALARMS

Alarms (City)	61
Alarms (County)	52
Total Alarms	113

ZONES

Zone 1 (NW City)	26	Zone 5 (NW County)	5
Zone 2 (NE City)	6	Zone 6 (NE County)	12
Zone 3 (SE City)	20	Zone 7 (SE County)	4
Zone 4 (SW City)	9	Zone 8 (SW County)	15
Out of District		16	

TURNOUT TIMES (Dispatch to Enroute)

Station 1	1:09
Station 2	0:40
Station 3	1:15
Station 4	1:08
Average	1:03

AVERAGE RESPONSE TIME (Dispatch to Arrival)

Station 1	7:43
Station 2	5:27
Station 3	5:01
Station 4	6:16
Average	6:06

PREVENTION PROGRAMS

Fire Investigations	8
Fire/Safety Inspections	43
Smoke Detectors Installed	0 installed; 2 donated
Public Education Activities	9
Plan Reviews	5
Burn Permits Issued	4

FIRE RESPONSE BY STATION

Station 1	41
Station 2	15
Station 3	44
Station 4	13

MOST COMMON DAY/TIME

Friday: 18:00 – 18:59

FIRE DEATHS/INJURIES

Fire Deaths - 0
Fire Injuries - 0

STRUCTURE FIRES

Structure Fires - 3

FALSE ALARM RESPONSE

False Alarms - 17

TRAINING HOURS

Fire Training	849
EMS Training	124

EMS RUN BREAKDOWN

City Response	589
County Response	50
Total Responses	639

ZONES

Zone 1 (NW City)	253	Zone 5 (NW County)	21
Zone 2 (NE City)	79	Zone 6 (NE County)	21
Zone 3 (SE City)	144	Zone 7 (SE County)	0
Zone 4 (SW City)	114	Zone 8 (SW County)	8

AVERAGE RUN TIMES (in minutes)

Enroute:	1:45
At Scene:	5:05
To Destination:	24:35
Back in Service:	47:47

MOST COMMON DAY/TIME

Sunday – 119 calls for service

Tuesday – 24 calls from 1500 – 1759 hours

MOST COMMON COMPLAINT

Transfer/Interfacility/Palliative Care - 56

OUT OF TOWN TRANSFERS

Lubbock	31
Midland	5
Odessa	2
Roswell	9
Carlsbad	3

CARDIAC ARREST RESPONSES

Cardiac Arrest	11
ROSC	3

ROSC = Return of Spontaneous Circulation

EMS BILLING

Collected	\$158,405.29
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Highlights for the month of September

- 6 warnings and 1 court summons given for illegal tanker parking
- Hosted Coffee with the Cops on September 11, along with a September 11th remembrance ceremony
- Three personnel attended the Fire Service Conference in Ruidoso, NM
- Hiring Test conducted with one applicant recommended
- Tanner Ingley named "Hometown Hero" by Devon Energy; recognized at Fire Station #1

September - 2019

General Services - Garage

In September 2019 The City Garage had a total of 241 Repair Orders/Invoices. Of the 241 R.O./Invoices, 158 were repair orders completed by the City staff. The monthly total outlay for the garage as well as subcontracted parts and labor totaled \$ 49,925.05 Below is a break-down by categories. The break-down includes all parts and labor.

Work Performed	# of R.O./Inv	Garage Parts \$	Garage Labor \$	Vendor Parts \$	Vndor Labor \$	Total \$
AC/Heater/Vent	7	79.81	289.00	43.65	420.00	832.46
Instrument/Gauges	0	0.00	0.00	0.00	0.00	0.00
Complete Wash	2	0.00	170.00	43.95	0.00	213.95
Filters	6	40.18	204.00	40.11	0.00	284.29
Service Calls	25	0.00	2,176.00	0.00	0.00	2,176.00
Miscellaneous Maintenance	53	1,713.72	2,431.00	2,139.78	4,241.25	10,525.75
Brakes	18	379.89	850.00	631.97	0.00	1,861.86
Steering/Suspension	3	0.00	0.00	783.91	394.00	1,177.91
Tires	41	1,750.00	1,258.00	2,556.65	1,141.50	6,706.15
Whls/Hubs/Brgs	6	0.00	408.00	941.28	840.00	2,189.28
Automatic Transmission	2	230.00	204.00	0.00	0.00	434.00
Charging	19	1,026.36	918.00	546.39	0.00	2,490.75
Lighting	9	42.82	153.00	455.92	770.00	1,421.74
Preventive Maintenance	39	2,396.38	2,176.00	1,704.79	0.00	6,277.17
Exhaust	0	0.00	0.00	0.00	0.00	0.00
Engine	4	0.00	204.00	4,714.25	4,684.00	9,602.25
Hydraulics	3	0.00	136.00	41.73	0.00	177.73
Lift Mechanism	0	0.00	0.00	0.00	0.00	0.00
Accident Repair	2	0.00	0.00	2,745.69	808.07	3,553.76
Warranty	2	0.00	0.00	0.00	0.00	0.00
Monthly Total	241	7,659.16	11,577.00	17,390.07	13,298.82	49,925.05

	# of R.O./Inv	Parts	Labor	Total
City Garage Staff	158	7,659.16	11,577.00	19,236.16
Vendor	83	17,390.07	13,298.82	30,688.89

Fuel Type	Gallons	Cost
Unleaded	9,666.59	\$24,810.71
Unleaded Plus	1,918.96	\$5,343.25
Premium	2,615.31	\$8,007.70
Diesel (Clear)	2,964.64	\$6,759.40
Bulk Diesel (Clear)	2,177	\$4,714.21
Bulk Diesel (Dyed)	1,039	\$2,235.12
Bulk Unleaded	902	\$1,960.31
Total	21,283.50	\$53,830.70

September 2019 General Services – Street Dept.

Break down of work performed by the Street Department Crew:

Man Hours	Activity
413 HRS.	Street Sweeping
32 HRS.	Building Brooms
70 HRS.	Cold Mix Patching
72 HRS.	Crack Seal
166 HRS	Alley Complaints
224 HRS.	Storm Sewers & Inlets
48 HRS.	Equipment Maintenance
56 HRS.	Hot asphalt recycling coating
16 HRS.	Maintenance
26 HRS.	Working in the Welding Shop
85 HRS	Street grading
56 HRS	Seal coat
18 HRS	Meetings
86 HRS	Haul trash

The total amounts of material hauled or used:

Quantity	Material
286 YDS.	Sweepings
1,080 LBS.	Pollex24 3 Rubber
138 YDS	Alley material
7 YDS	Cold Mix Used
270 YDS	Trash Hauled
275 GAL	Seal coat used
2 YDS	Hot Mix Used

Calls responded to:

Number	Type
19	Dispatched – accidents, spills, debris
6	Street complaints
4	Block party requests

September 2019 General Services – Building Maintenance

Work performed by City Carpenters

4	Ceiling tile replaced
4	Painted rooms and hallways
5	Door lock repaired
5	Furniture
2	Wall repaired /painted
21	Roof inspection
1	Stucco Repair
1	Painted handrails
1	Floor repair
4	Roof repairs
17	Work orders

Location of work performed

2	City Hall
17	Library
11	Police Department
7	Senior Center
2	Station one
1	Crime lab
2	Michigan fence
6	C.O.R.E.
3	Annex
8	Station one
4	Hobbs Express
7	D.A. Building
3	Washington Park
4	Station III
1	McAdams Office
2	Animal Adoption
1	Motor Vehicle
1	City Jail

Break down of work performed by the Electricians

Break down of work performed by the Electricians.

2	Light repairs
21	AC repairs
20	General electrical work
8	CORE work
2	Nonelectrical work

Location of work performed

8	CORE
6	Library
8	City hall
4	Annex
7	PD
2	DA building
1	MVD
4	Rockwind
4	Parks
4	Senior center
4	Teen center
2	AAC
1	State police
3	Municipal Court



City of Hobbs
Human Resources Department
September 2019 Departmental Re-cap
City Managers Report

Recruitment:	September 2018	September 2019
• Applications Received/Reviewed	346	338
• New Hires	17	17
• Transfers/Promotions	2	1
• Re-Hires	0	5

Personnel Actions:	September 2018	September 2019
• Performance Reviews	29	23
• Retirements	0	1
• Terminations	48	21
• Other(certs, shift moves)	24	3

New Position Postings in September:

- | | |
|--------------------------------|-------------------------------|
| • Cemetery Maintenance | • Library Page |
| • Guest Services | • McAdams Maintenance Worker |
| • Driver Engineer | • Trail Irrigation Specialist |
| • Golf Course Maintenance | • Detention Shift Supervisor |
| • Trail Maintenance (Seasonal) | • Police Operations Secretary |
| • Support Services Assistant | • Equipment Operator |

Team Involvement:

- Spark Hire Demo (video interview platform) Tracy and Nicholas
- Hartford Open Enrollment Planning meeting; Tracy and Nyssa
- SafetySkills conference call (online learning platform) Tracy and Nicholas
- AED/CPR/Blood borne safety meetings
- Hobbs Express Drug and Alcohol testing site meeting; Tracy and Nyssa
- AON Renewal meeting; Tracy, Nicholas, Nyssa

Information Technology Department

Ron Roberts – IT Director

Christa Belyeu – Asst. IT Director

Joe Amador – Webpage Specialist

Jeff Sanford – Comm. Specialist

Daily operations, responsibilities, and policies

➤ Technology Policies

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

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

➤ Computer

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

➤ Public Safety

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

➤ Two-way radio equipment (620)

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

Matt Blandin – Security/Comp. Spec.

Frank Porras – Computer Specialist

Gabriel Jurado – Computer Specialist

Wide/Local area networking administration

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

➤ Email

- Account Administration
- SPAM filtering
- Intrusion protection

➤ Internet Access

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

➤ Wireless Networking

- Point to point
- Wi-Fi Access points

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

➤ Telephone Equipment (all City locations)

- Splash Pad 911 Call boxes

➤ Outdoor Warning Equipment

- Warning Siren/Public Address (33 locations)

➤ Facility alarm systems (all locations)

➤ Copy Machines (35) (all locations)

➤ Outdoor Public Bulletin Boards (3 units)

➤ Audio/Video

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

Accomplishments for Sep. 2019

- 180 Request for service
- 169 Request completed
- 17 Email related
- 24 hardware related
- 14 network related
- 11 password resets
- 4 phone related
- 2 project related
- 9 Radio related
- 33 software related
- 27 User Setup
- 5 camera related
- 21 Web page related

Special accomplishments:

- Replaced and configured 19 computers.
- Installed replacement Email filter.
- Installed replacement back server.
- Set up 27 new user/email accounts for the new HR evaluation system.
- Installed new antenna for the GPS system at Fire Station 3
- Conducted Cyber Security training for all City employees



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

September 2019

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 September. 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 September 2019, the public meetings attended by the City Attorney's Office were:

- ❖ Hobbs City Commission – Efren Cortez (9/3; 9/9; and 9/16)
- ❖ Cemetery Board – (N/A)
- ❖ Community Affairs Board – (N/A)
- ❖ Library Board – (N/A)
- ❖ Lodger's Tax Board – (N/A)
- ❖ Planning Board – (N/A)
- ❖ Utilities Board – (N/A)

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

❖ Public Hearings/Presentations	4
❖ Agenda Items drafted	2
❖ Resolutions Drafted	2

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.) The compliance contributions for the month of September by the City Attorney's Office were:

❖ Procurement Review	11
❖ Contract Review	21

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

For the month of September 2019, the litigation activity of the City Attorney's Office is as follows:

❖ Pretrial Release Hearings:	1
❖ Probation Violations:	3
❖ Pretrials (Pro Se):	105
❖ Pretrials (Attorney):	35
❖ Trials:	17
❖ Dangerous Dogs/Petitions:	2
❖ DWI Cases:	4
❖ Appeals in District Court	2
❖ Competency Matters	0
❖ Pleadings	6

❖ Civil Depositions	4
❖ Civil Mediations	1
❖ Arbitrations	0
❖ Demand Letters	0
❖ Misc. Hearings	3
❖ Trainings	4
❖ Witness Interviews	12
❖ Subpoenas	40
❖ Witness Lists	18
❖ Discovery Submissions	50
❖ Letters/Correspondence	5

Areas of Notoriety:

- ❖ The City of Hobbs received a favorable verdict following a three-day jury trial in the Fifth Judicial District Court in *Sanchez v. City of Hobbs, et al.* (D-506-CV-2018-00985).
- ❖ Assistant City Attorney, Valerie S. Chacon, conducted a volunteer training for student attorneys for the Teen Court of Lea County, Inc. on Saturday, September 28, 2019.
- ❖ Assistant City Attorney, Valerie S. Chacon, conducted a training for staff on reporting suspected child abuse pursuant to New Mexico's Children's Code.
- ❖ The City Attorney's Office presented a comprehensive legal review for the City Commission in a closed session on September 3, 2019 – the first of its kind.

Thank you for your time and consideration regarding the matter. On behalf of the staff of the City Attorney's Office, it is an 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

September, 2019

Hobbs Public Library

CIRCULATION: 11,599

CIRCULATION BY MATERIAL TYPE:

Books and Periodicals	4,935
Audio Books & Music	379
DVDs	5,971
E-Books/E-Audio (OverDrive & Gale)	314

CIRCULATION BY PATRON TYPE:

Adult	8,029
Juvenile	1,260
Senior Citizen	1,769
Used in Library	541

Total Children's Items Circulated 3,143

Total Adult Items Circulated 8,456

CIRCULATION WITH OTHER LIBRARIES:

	Borrowed	Loaned
Interlibrary Loans	37	115
ELIN Loans	16	20

Patron Visits 3524

Overdue Notices Sent 324

PROGRAMS & PUBLIC SERVICES:

Programs Provided	14
Attendance	643
Meeting Room Use	34
Board Games	6

Web Site Usage 5033

HPL Database Usage 600

Reference Questions 338

Public Computer Use 641

PATRON PROFILES:

Adult	23,456
Juvenile (Under 18 Years)	4,319
Senior Citizens (62+ Years)	4,292
Temp ELIN	1,487
Total Active Borrowers	33,554

RECEIPTS:

Materials Paid For	\$224.50
Fines & Fees	\$795.14
Copy Machine & Public Printouts	\$570.93
Total	\$1,590.57

Library Patrons Added This Month 111

Computer Patrons Added This Month 84

ITEMS ADDED:

Total Items Added	584
Items Weeded	445

HOLDINGS:

Total Library Holdings 148,207

City Manager's Report
September 2019
Municipal Court

We want to welcome and Congratulate our newly appointed Judge Bobby Arther. Judge Arther was appointed by the Commission on September 9, 2019 after the retirement of Judge Benjamin Harrison on August 31, 2019. Judge Arther has been the Acting Municipal Court Judge since 2010.

The City of Hobbs passed the first Permit Parking Resolution on June 3, 2019. To date, the Municipal Court has issued 20 parking permits.

The Municipal Court has made recent changes to the Traffic Violations Bureau. The Traffic Violations Bureau is established to assist the Municipal Court in its administrative work. Therefore, the Judge has entered an Amended Order to include certain traffic citations that can be taken care of at the window by the Clerks. The traffic citations listed on the Order as well as the Municipal Court's page can be deferred for a first offense only. The Municipal Court's website has been updated to reflect these changes. The Municipal Court has also recently added an email address to make it easier to communicate and submit documents by the public to the Municipal Court.

The Municipal Court has also started having morning court for those that have been arrested and released.

Please see the monthly report for September 2019 which sets out all major activity done by the Municipal Court.

Monthly Cases:

Traffic Citations	523
Misdemeanor Citations	74
Environmental Citations	40
Fire Code Violations	0
AGG. DWI	4
DWI – 1 ST	<u>2</u>
Total	643

Courtroom Activity:

Video Arraignments (Jail)	105
Court Appearances – A.M.	2
Court Appearances- P.M.	163
Pretrial Court Appearances – A.M.	30
Pretrial Court Appearances – P.M.	30
Attorney Pretrials	8
Trial Cases	<u>20</u>
Total	438

Other Activity:

Summons issued	1285
Warrants issued	<u>981</u>
Total	2266

Fines/Fees Assessed:

Fines	\$77,480
Penalty Assessment Fee	3,120
Automation Fee	2,490
Judicial Education Fee	1,245
Correction Fee	8,300
DWI Prevention Fee	300
DWI Lab Fee	340
Copies/Misc. Fee	<u>0</u>
Total	\$93,275

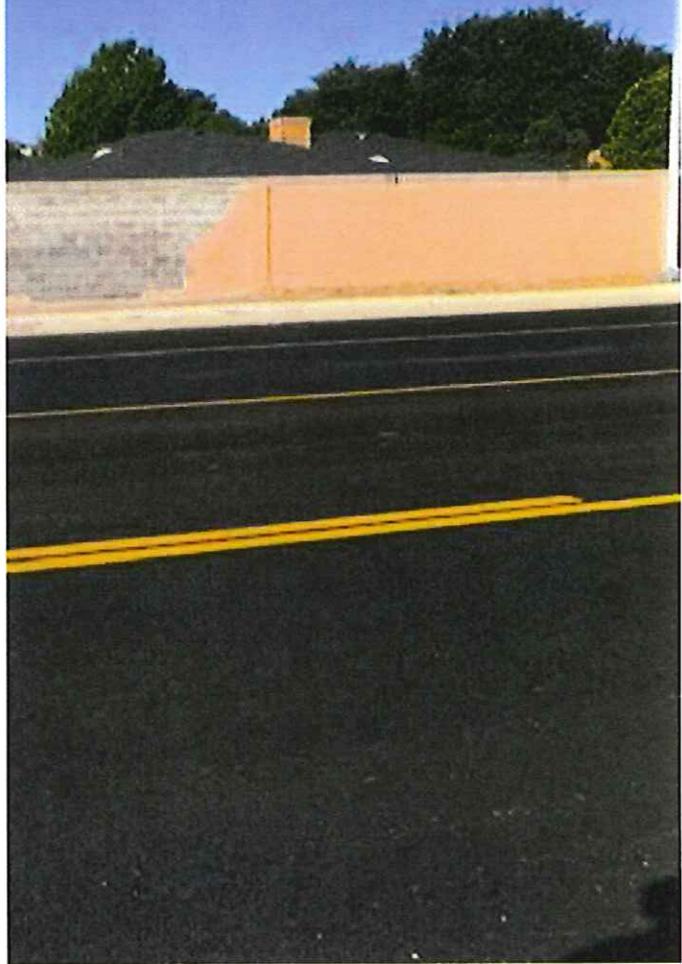
Fines/Fees Collected:

Fines	\$41,475.50
Penalty Assessment Fee	5,133.50
Automation Fee	3,855
Judicial Education Fee	1,919
Correction Fee	12,666
DWI Prevention Fee	679
DWI Lab Fee	585
Copies/Misc. Fee	25
Restitution	<u>0.00</u>
Total	\$66,338.00

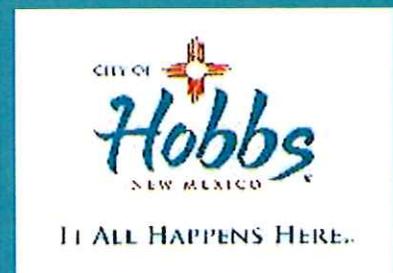
City Manager – September Report

2019

1. Staff repaired the rock wall at Grimes and Joe Harvey
2. Staff repaired the block wall along Michigan Avenue, General Services will schedule to stucco and paint
3. We had a total of 9 employees attend the Journeyman Irrigation Class, they will test shortly; This is a state requirement for anyone who repairs irrigation systems
4. Golf aerified the greens and seeded areas around course
5. Main Line repairs were completed at Green Meadows and Harry McAdams Parks
6. Staff assisted with Large Item Cleanup
7. Cemetery had sixteen Interments and one Chapel rental
8. 15 Environmental Lots Completed
9. Fall Flower planting has begun along Turner
10. 11 burials at Cemetery
11. Sports Fields are still being used all week for softball, soccer, flag football, and baseball



Parks & Open Spaces Department
Authored by: Bryan Wagner





THE CITY OF
HOBBS, NEW MEXICO

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

**Parks, Recreation and Community Affairs Department
 Monthly Report - September 2019**

Divisions

CORE Rockwind Clubhouse
 Older Americans Teen Center
 Recreation

CORE

Revenue generated for September 2019 was \$137,521.00. Participant and Revenue both decreased as compared to August 2019 as was expected with the end of summer and the start of the school year. Facility Rentals did experience a minimal increase of revenue for reservations and events through January 2020, totaling \$7,747. Guest Services remained very active with an average of 891 check-ins per day, not including week and month pass holders who can reuse their passes as entries until expiration.

Fall Swim lessons are in full swing and both parents and participants are thrilled with the outcome. The CORE also had a presence at the Walk for Light event. This was a great opportunity for community involvement and staff enjoyed taking part in this event.

Revenue & Participation Re-cap

Description	September 1 to September 30
Fitness Unlimited	194
Day Passes Sold	1,546
Week Passes Sold	19
Month Passes Sold	124
Annual Membership Attendance	1,848
Monthly Membership Attendance	21,060
Swlm Lessons - Sessions	72
kidWATCH	1,075
kidFIT	628
Group Classes (Ie: Yoga Fit, UrbanKick, Senior Fit, Power Ride, Power Cuts, Masters Swimming etc.)	185
Total Participants & Visits	26,751
Revenue	137,521.41

Description	September 1 to September 30
Member Visits	22,908
Classes	Approximately 379 Participants
Tour Participant	158
Private Rentals	38 Facility Rentals for Sept 1 to Sept 30 with \$7,792 in revenue including deposits for future events through January 2020 as of 09/03/19

Monthly Membership Recap

New Memberships	
Month Ending: Sep-19	
Memberships Sold in Month	240
Membership Counts	
Month Ending: Sep-19	
Family Memberships	1,562
Individual Memberships	262
Total Memberships	1,824
Total Individual Members	7,657

- There were 240 new memberships in September, making a total of 1824 Active Memberships.
- There are currently 7657 Active Members who have either a recurring monthly membership or an annual membership.

Older Americans

The Senior Center continues our daily task of providing meals to the senior citizens of our community. Below is some information for September 2019:

Meals:		Meal Donations Received:
September 2019 Congregate Meals Served	1,691	\$2,139.12
September 2019 Guest Meal Under 60 years	1	\$ 10.68
<u>September 2019 Home Delivered Meals Served</u>	<u>2,133</u>	<u>\$1,632.85</u>
	3,825	\$3,782.65
Duplicate Recreation Activities:	957	
Duplicate Exercise Activities:	408	
Assessments/Reassessments:	90	

These activities include billiards, dominoes, computer lab, exercise equipment use, quilting, knitting, game room activities, card playing, exercise classes, bingo, blood pressure screenings, free hearing test, out of town trips, monthly birthday party, and any holiday celebration. Artful Hands, a new program began on May 1, 2019, and Seniors can work on several different arts and craft projects all month long.

Transportation:	385
Meal Program Transportation	332
Other Transportation:	53

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

Renovations: New flooring in the main offices as well as the Meal Site Kitchen and adjacent rooms will be installed.

Other: 24 seniors enjoyed a day trip to Ruidoso on September 14th. The annual Health Fair will be held on October 10th from 9 – 11:00 a.m. The Senior Center will host Coffee with Cops October 23rd from 7 – 9:00 a.m. The Annual Halloween party at the Luncheon along with a costume contest for those present will take place on Halloween beginning at 11:30 a.m. All present will get a goody bag full of Halloween candy.

Recreation

Special Events/Aquatics:

- Hosted the Dog Daze of Summer event.
- Aquatic facilities staff have begun discussions for facility repairs at Heizer and Humble pool and are awaiting further instructions.
- Aquatic facilities continue to be winterized and winter projects planned out.
- Plans have been started to offer lifeguarding classes and lifeguard prep classes.
- Brittny Huffman attended the National Recreation and Parks Association Conference in Baltimore, Maryland

Rockwind Club House

Sales Report by Revenue Departments

Rockwind Community Links

Date: 9/1 - 9/30/2019

Department	Dept Code	Qty	Retail Value	Discount	Pre-Tax Value	Cost Of Goods	Tax TTL	Extension
Golf Equipment Rentals	31432	105	\$1,180.59	\$0.00	\$1,180.59	\$0.00	\$59.11	\$1,240.00
Driving Range	31430	530	\$3,160.23	\$0.00	\$3,160.23	\$0.00	\$159.77	\$3,320.00
Golf Cart Rental Fees	31431	1798	\$26,011.76	\$0.00	\$26,011.76	\$0.00	\$1,311.84	\$27,323.60
Green Fees	99999	2373	\$29,522.35	\$0.00	\$29,522.35	\$0.00	\$1,516.94	\$31,039.29
Hard Goods Sales	31410	589	\$16,482.73	(\$189.88)	\$16,292.85	\$11,695.73	\$815.17	\$17,108.02
Membership Fees	31420	13	\$8,190.38	\$0.00	\$8,190.38	\$0.00	\$409.62	\$8,600.00
Soft Goods Sales	31401	866	\$18,381.18	(\$1,395.44)	\$16,985.74	\$11,304.73	\$849.68	\$17,835.42
Food & Beverage	31441	517	\$764.71	(\$79.51)	\$685.20	\$333.48	\$37.30	\$722.50
Totals for Revenue		6791	\$103,693.93	(\$1,664.83)	\$102,029.10	\$23,333.94	\$5,159.43	\$109,388.83
Grand Total:		6791	\$ 103,693.93	\$(1,664.83)	\$102,029.10	\$ 23,333.94	\$ 5,159.43	\$109,388.83

KEY PERFORMANCE INDICATORS

Aug-19

Total Pre-Tax Revenue	\$79,723.52
Total Rounds	2274
Avg Green Fee plus Cart Fee per Round	\$21.75
Total Merchandise Sales	\$25,328.85
Merchandise Sales Per Round	\$11.13
F&B Sales Per Round	\$ 0.17
COGS Hard Goods	71%
COGS Soft Goods	59%
COGS F&B	38%
Rounds w/Carts	76%
Total Revenue per Round	\$35.05

Notes & Projections:

- The golf course was closed for three days during aerification and top-dressing of greens.
- Most Saturdays prior to aerification were busy due to scheduled tournaments.
- The course is being used by the teams from HHS, NMJC and USW, in addition to The First Tee.
- Clearing the driving range of range balls has presented a challenge with the utility vehicle used for doing so having been damaged.
- Every weekend in October has a tournament scheduled.

GREEN FEE BREAKDOWN

EZLinks Prepaid	49
Sum for EZLinks Prepaid	49

Player's Pass 18 Walk	487
Summary Player's Pass	487

Lil Rock Adult Resident	215
Lil Rock Adult Non-Res	1
Lil Rock Jr. Compw Adult	9
Lil Rock Junior Resident	0
Lil Rock Junior Non Res	0
Lil Rock Replay	0
Lil Rock Player's Pass	2
Lil Rock Team Comp	4
FootGolf Adult	0
FootGolf Jr Comp	0
Summary for Par 3	231

Public 18	189
Public 9	15
Public Junior	3
Public Senior	55
Public Twilight	1
Public Replay	2
Specials	0
Yth on Crse	7
PGA/GCSAA COMP	0
Summary for Public	288

Punch Pass	48
Summary for Punch Pass	48

Rain Check	26
Sum for Rain Check	26

Resident 18	690
Resident Junior	8
Resident Senior 18	198
Leag Fee	32
Compimentary Round	21
Resident Twilight	144
Team Practice Round	50
Resident 9	8
Marshal/Team Fee	28
Resident Replay	11
Summary for Resident	1190

Tournament Fees	1
Summary Tournament	560
Grand Total:	2,320

Teen Center:

- There were a total of 510 visits to the Teen Center during September.
- The Teen Center's outdoor basketball court were resurfaced.
- Teen Center commodes were upgraded to decrease out-of-order times.



HOBBS POLICE DEPARTMENT



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

John Ortolano
Chief of Police

	TOTAL	TOTAL	% CHNG	Year to	Year to	% CHNG
Sept 2018/2019	RPTS	RPTS		Date	Date	
			2018/2019	2018	2019	
	2018	2019				
REPORTED CRIMES	494	453	-8%	4,546	3911	-14%
CALLS FOR SERVICE	3,894	4,010	3%	35,660	37,327	5%
ARRESTS	323	260	-20%	2,910	2569	-12%
MURDER	1	0	-100%	2	9	350%
RAPE	4	7	75%	37	31	-16%
ROBBERY	3	3	0%	19	17	-11%
ASSAULTS AND BATTERY	121	124	2%	888	847	-5%
BURGLARY	41	30	-27%	309	285	-8%
LARCENY	53	44	-17%	365	394	8%
SHOPLIFTING	49	44	-10%	342	294	-14%
AUTO THEFT	20	17	-15%	114	137	20%
ARSON	1	2	100%	3	3	0%
FORGERY	1	0	-100%	32	7	-78%
FRAUD	6	6	0%	72	62	-14%
EMBEZZLEMENT	4	5	25%	26	29	12%
REC. STOLEN PROPERTY	0	0	0%	13	14	8%
VANDALISM	47	63	34%	429	410	-4%
WEAPONS OFFENSES	5	3	-40%	42	31	-26%
DOMESTIC VIOLENCE	63	52	-17%	432	366	-15%
ASSAULTS/BATTERY ON PO	10	1	-90%	86	61	-29%
SHOOTING AT/FM MV OR DWELLING	3	5	67%	32	31	-3%
CITATIONS ISSUED	668	699	5%	7,394	8,407	14%
DWI	12	16	33%	89	117	31%
TRAFFIC CRASHES	106	111	5%	841	957	14%

UTILITIES DEPARTMENT

WATER DEPARTMENT		2018		2019	
CLASS	ACTIVE	Billed gallons	ACTIVE	Billed gallons	
	ACCOUNTS	September 2018	ACCOUNTS	September 2019	
Residential	11,445	162,863,986	11,121	123,634,197	
Commercial	1,804	61,786,614	1,783	58,735,618	
City Accounts	215	33,297,620	216	25,030,295	
School Accounts	57	14,879,057	56	9,866,471	
Irrigation	252	13,427,499	253	10,774,185	
Effluent Water	4	11,476,000	4	9,670,000	
	13,777	297,730,776	13,433	237,710,766	

DISCONNECTIONS FOR NON PAYMENT

September 2018	237
September 2019	276

LABORATORY

	September 2018	September 2019
Total Drinking Water Tests	40	44
Total Wastewater Tests	685	674
Liquid Waste Received (gallons)	195,019	478,851

WASTEWATER RECLAMATION FACILITY

Influent (Million Gallons)	100.737	100.510
Effluent (Million Gallons)	98.174	97.962
Solids Removed (Dry Pounds)	138,528	141,312

WATER PRODUCTION REPORT

WATER PRODUCED

Total monthly water produced, million gallons	305,439,382
Total monthly water distributed, million gallons	285,361,000

CHLORINE

Monthly chlorine average residual, milligrams/liter	0.58
Monthly chlorine gas dosed to system (lbs)	1,763

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 SEPTEMBER 2019

WORK DESCRIPTION	QUANTITY
Meter lid replacement	25
Meter box replacement	15
Meter stop / valve replacement	30
Meter leaks	40
Meter change out 3/4"	20
Meter change out 1"	3
Meter change out 2"	2
Meter change out 3"	0
Meter change out 4"	0
Meter change out 6"	0
Meters tested	40
Set new 3/4" meter	0
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	40
Service lateral replacement	QTY. 12 - 140 feet
New service lateral	QTY. 15 - 220 feet
Low water pressure investigation	2
Water quality investigations	3
Main line leaks/repair	4
Main line replacement (feet)	25
New main line installed (feet)	0
Valve maintenance	25
Valve new install/replacement	15
Fire hydrant maintenance	30
Fire hydrant repair/replacement	5
Fire hydrant meter maintenance	2
Fire hydrant meter set	2
New fire hydrant installed	2
Vehicle/equipment maintenance hours	20
Unaccounted/unmetered water loss	800,000 gallons
Miscellaneous afterhour calls	2
Emergency call outs (from 5:00pm to 7:00am)	75

WORK DESCRIPTION	QUANTITY
Manhole maintenance	46
Manholes cleaned	35
Sewer main line cleaned	8,520 feet
Sewer stoppages	48
Sewer main line video inspections	0
Odor complaints	0

Sewer pre-treatment additives	35 gallons
Property damage from sewer	0
Sewer main line repair/replacement	5
New sewer main line installation	160 feet
New backflow valve installation	0
Backflow valve maintenance	0
Lift station maintenance	18
Emergency call out (from 5:00 pm to 7:00 am)	10

UTILITIES MONTHLY PLUMBER REPORT SEPTEMBER 2019	QUANTITY
Sewer stoppages	15
Odor complaints	1
Water leaks	9
Pool maintenance	25
Gas leaks	8
Emergency call outs (from 5:00 pm to 7:00 am)	0
Core	15