



CITY MANAGER'S MONTHLY REPORT

September 2021

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



Mayor
Sam D. Cobb

City Commission

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

CITY MANAGER

City Manager
Risk Management Dir.

Manny Gomez
Ann Betzen

LEGAL DEPARTMENT

City Attorney
Deputy City Attorney
Assistant City Attorney

Efren Cortez
Valerie Chacon
Rocio Ocano

CITY CLERK'S OFFICE

City Clerk
Deputy City Clerk
Public Transportation

Jan Fletcher
Mollie Maldonado
Jacque Pennington

LIBRARY SERVICES

Library Director

Sandy Farrell

CITY ENGINEER

City Engineer
Planning
Building Official

Todd Randall
Kevin Robinson
Scott Shed

MUNICIPAL COURT

Municipal Judge
Municipal Court Clerk

Bobby Arther
Shannon Arguello

COMMUNICATIONS DEPT.

Communications Director

Meghan Mooney

PARKS & OPEN SPACES DEPT.

POSD Director
Parks/Cemetery
Golf Course/Trail
Sports Fields

Bryan Wagner
Wade Whitehead
Matt Hughes
Dustin Sharp

FINANCE DEPARTMENT

Finance Director
Assistant Finance Director
Motor Vehicle Dept.

Toby Spears
Deborah Corral
Irene De La Cruz

RECREATION DEPT.

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

Doug McDaniel
Lyndsey Henderson
Ben Kirkes
Michal Hughes
Angela Courter

FIRE DEPARTMENT

Fire Chief
Deputy Fire Chief

Barry Young
Vacant

POLICE DEPARTMENT

Police Chief
Deputy Police Chief
Code Enforcement
Animal Adoption Center

John Ortolano
August Fons
Art DeLaCruz
Missy Funk

GENERAL SERVICES DEPT.

Gen. Svcs. Director
Building Maintenance
Electrician
Garage
Streets

Shelia Baker
Tommy Trevino
Shawn Smith
Matt Berry
Anthony Maldonado

UTILITIES DEPARTMENT

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

Tim Woomer
Bill Griffin
Todd Ray
Kaylyn Lewis

HUMAN RESOURCES DEPT.

H. R. Director
Assistant H.R. Director

Nicholas Goulet
Tracy South

INFORMATION TECHNOLOGY DEPT.

I.T. Director
Assistant I.T. Director

Ron Roberts
Christa Belyeu



200 East Broadway
Hobbs, NM 88240
Phone: (575) 397-9206
Email: mgomez@hobbsnm.org

Manny Gomez
City Manager

October 25, 2021

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

Attached is the City Manager's Monthly Report for the month of September, 2021, which 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.

I continue to be proud of the City's efforts to be transparent and performance driven. We will continue to work diligently to increase efficiencies in City services and achieve the goals of the City Commission as we proudly serve the citizens of Hobbs.

I would like to take this opportunity to congratulate Ms. Ann Betzen, Executive Assistant and Risk Manager, on her retirement from the City of Hobbs effective October 1, 2021. I would also like to welcome Ms. Julie Nymeyer in her new role as Executive Assistant to the City Manager and Ms. Selena Estrada as Risk Manager for the City of Hobbs. In future reports, you will see more information about Risk Management and operations in the City Manager's Office.

Please feel free to contact me with any questions, communications, suggestions or concerns regarding this report.

Sincerely,

A handwritten signature in blue ink, appearing to read "Manny Gomez".

Manny Gomez
City Manager



CITY CLERK'S OFFICE
Monthly Report - September 2021

	Jul-21	Aug-21	Sep-21
Business Registrations -New	22	16	14
Business Registrations - New Owner	2	0	2
Business Registrations- Change of Address	4	1	1
Renewals	20	5	5
Web Payment Renewals	5	1	1
Total Business Registrations Activity	49	23	23
Active Business Registrations for the Month	2062	2073	2076
Fireworks	0	0	0
Junk Yard Licenses	0	0	0
Liquor License	0	0	0
Mobile Business Licenses	3	1	2
Pawn Brokers	0	1	0
Secondhand Dealer's Licenses	2	0	0
Solicitor's Permit	1	1	0
Temporary Vendor's Licenses	0	0	0
Cemetery Deeds Issued/Processed	50	29	52
Public Documents Notarized	159	110	157
Public Records Request	29	28	40
Regular City Commission Meetings <i>9/7/21 and 9/20/21</i>	2	2	2
Special City Commission Meetings <i>9/29/21</i>	0	0	1
City Commission Work Session/Closed Meetings	0	0	2
Notice of Potential Quorum <i>9/7/21 and 9/27/21</i>	2	1	
Resolutions and Ordinances Attested	17	11	16
Consideration of Approval	3	6	4
Total Volume of Transactions on Tyler Cashiering	286	273	252
Total Amount	\$ 483,035.30	\$ 307,914.80	\$ 405,538.79
Web Payments Online for All Departments	\$ 4,075.92	\$ 300.00	\$ 8,808.43
Grand Total	\$ 487,111.22	\$ 308,214.80	\$ 414,347.22



Hobbs Express

Monthly Report - SEPTEMBER 2021

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

Passenger Activity	Prior Month Aug-21	Reporting Month Sep-21
No. of Elderly Passengers	506	467
No. of Non-Ambulatory Passengers	94	90
No. of Disabled Passengers	115	153
No. of Other Trips	1016	1181
Total Passenger Trips	1731	1891

Bus Route Trips	1501	1621
Rapid Line Trips	-	-
Total Bus Route Trips	1501	1621
Total Demand Response/Paratransit Trips	230	270
Total Passenger Trips	1731	1891

Vehicle Statistics	Prior Month Aug-21	Reporting Month Sep-21
Total Vehicle Hours	364.25	290.75
Total Vehicle Miles	5,385	4,790

Revenue Collected	Prior Month Aug-21	Reporting Month Sep-21
Total Fares Collected	\$0.00	\$0.00



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

ENGINEERING DEPARTMENT

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

Community Programs & Services:

Addressing Assignment:

	This Month	2020 Total	2021 Total
Permanent / Temporary Addresses: <i>*Includes Master Subdivision Addresses</i>	1	151	42

GIS-MAPPING DIVISION:

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

September 2021

ArcGIS Enterprise Server (Update):

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

ESRI Mobile Application Switchover: In September the GIS division started working with other dept. to get ready for the Dec 31 end of support for the ESRI Collector and Explorer apps. On Jan 1, ESRI will force switchover to their new Field Maps application by ending support and removing the ability to download the Collector and Explore app. The GIS division added the required extensions to our server to support Field Maps, and has created a procedure for logging in to Field Maps, that was sent to Utilities on Sept 23rd. Other Depts., like Traffic and Code Enforcement, will be getting the new procedure in early Oct if no issues are reported by Utilities.

StreetScan Project: For the majority of the first half of September, the GIS division was assisting General Services Dept. with their StreetScan project. As part of this project the GIS division did a major update/overhaul of the Centerlines dataset to add in information like Street Material, Jurisdiction, Functional Classification, Street Width, and Number of Lanes. After all the work put into this information the Centerlines dataset has never been this accurate, or complete. After the week plus of work, the GIS provided the updated Centerline dataset to StreetScan on Sept 14th so they can start work on the City of Hobbs Pavement Evaluation.

Engineering Server Switchover: Between Sept 28th and 30th the GIS division assisted IT by helping them do a complete server survey of the data stored on the ENGserver and ENG2020 server. As part of this survey the GIS division moved a lot of secondary items related to the original



**ENGINEERING / PLANNING
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Engserver (decommissioned on 2014) that had made their way onto the (new) ENGserver. This project is planned to continue into October as the GIS division does research into what looks like a web server and ArcGIS server install on the ENGserver.

Mass Data Entry: For any time the GIS division was not working on the above project, they were working on updating the utility datasets with field data. The majority of this work is related to either the Phase 11 waterline or new subdivisions. This work is ongoing.

PLANNING DEPARTMENT:

The following is a summary of the historical growth statistics.

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

City Commission Planning Summary:

September - The City Commission reviewed and considered the following:

- Approved Resolution #7097 approving a Fair Share Infrastructure Development Agreement concerning the projection of public infrastructure.
- Approved Resolution #7098 dedicating a portion of the projection of Texaco Road north of W. Marland Boulevard as submitted by Occidental Permian Limited Partnership, property owner.

Planning Board Summary:

September - The Planning Board reviewed and considered action on 8 items in a Special Meetings.

- Approved the Mesquite Draw Subdivision, as submitted by property owner, Daniel Johncox.
- Approved the Tanglewood Unit 5 & 6, as presented by property owner, ALJO, LLC.
- Approved a Dedication Plat dedicating a portion of North Dal Paso and a water well site as submitted by Armann Enterprises, LLC, property owner.
- Approved a Vacation & Dedication Plat(s) dedicating a portion of Marland Street and the N\S alleyways located NE of the intersection of Marland and Elm Place and vacating the E\W alleyway as submitted by Antonio Rodriguez, property owner.
- Approved an Encroachment Agreement for property located at 4511 Business Park Boulevard as requested by Dixie Electric LLC, property owner.
- Approved a Preliminary Plan Approval Zia Crossing Unit 9, as presented by property owner, Black Gold Estates.
- Reviewed 2nd Sketch Plan for property located southeast of the intersection of Joe Harvey & Central, as presented by Lemke Development.



**ENGINEERING / PLANNING
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- Reviewed Sketch Plan for property located northeast of the terminus of Calle Grande, as presented by Stuard Homes.
- Reviewed Sketch Plan for property located northwest of the intersection of Alabama & Bensing, within the ETJ, as presented by property owner, Norris Land and Cattle Co.
- Discussed proposed reduction in front yard setback and off street parking requirements for proposed subdivision Liberty Hill.

TRAFFIC DIVISION:

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

Total 1,327 tracked intersections

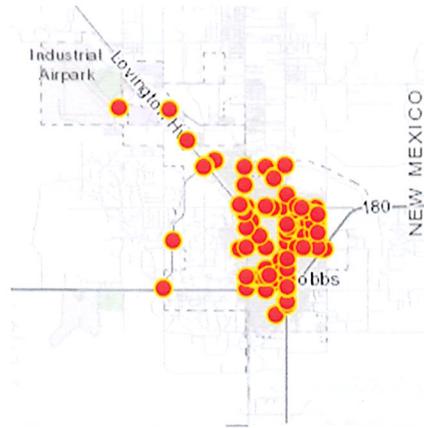
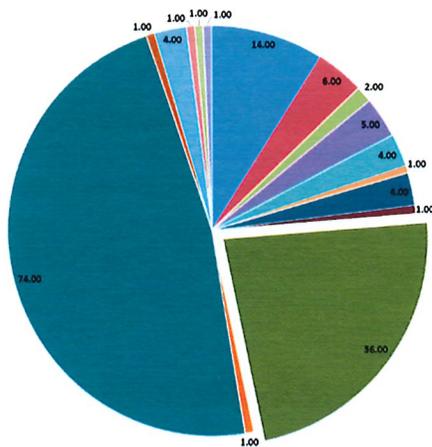


Figure 1 - Location Map of Work Performed

- | | | |
|-----------------------------------|--|-----------------------------------|
| ■ Sign Install / Replace = 14 | ■ LED Module Replace = 6 | ■ Pole Straighten / Re-bolted = 2 |
| ■ Pole & Anchor Replace = 5 | ■ Call Outs = 4 | ■ Repair Communication = 1 |
| ■ Int in Flash or Malfunction = 4 | ■ Ped Push Button Repair / Replace = 1 | ■ Cabinet Clean / Inspected = 36 |
| ■ Detector Installed = 1 | ■ Inspected Intersections = 74 | ■ Wiring Proble Repair = 1 |
| ■ Traffic Count / Speed Study = 4 | ■ Assit Other Dept = 1 | ■ Controller Replaced = 1 |
| ■ Breakaway Base Replaced = 1 | | |

Damage Report:

- **Dal Paso / Sanger** – North West pole was struck by turning vehicle pulling a pipe trailer, caused large hole in base. This signal is scheduled for replacement in winter of 2021.
- **Hit and Run** – Street light at Turner and Bender.

CITY OF HOBBS BUILDING DIVISION

Total Type of Construction

for period ending September 01, 2021-September 30, 2021

Commercial		# OF PERMITS	VALUATION	FEES
COMM MECHANICAL	Commercial	5	\$7,500.00	\$907.00
COMM PLUMBING	Commercial	7	\$10,500.00	\$578.50
COMM SEWER TAP & EXCAVATION	Commercial	1	\$1,500.00	\$290.00
COMMERCIAL ADDITION	Commercial	2	\$282,945.00	\$840.00
COMMERCIAL DEMOLITION	Commercial	1	\$14,500.00	\$120.00
COMMERCIAL ELECTRICAL	Commercial	14	\$16,500.00	\$1,473.00
COMMERCIAL GRADING	Commercial	1	\$10,000.00	\$90.00
COMMERCIAL REMODEL	Commercial	2	\$354,902.00	\$1,080.00
COMMERCIAL RE-ROOFING	Commercial	3	\$59,618.00	\$390.00
COMMERCIAL SIGN	Commercial	2	\$113,770.00	\$564.00
INDUSTRIAL EXCAVATION	Commercial	6	\$9,000.00	\$160.00
NEW COMMERCIAL	Commercial	5	\$708,000.00	\$2,832.00
		49	\$1,588,735.00	\$9,324.50
Residential		# OF PERMITS	VALUATION	FEES
RES MECHANICAL	Residential	20	\$30,000.00	\$1,290.00
RES PLUMBING	Residential	63	\$93,000.00	\$3,354.00
RES SEWER TAP & EXCAVATION	Residential	11	\$16,500.00	\$4,880.00
RESIDENTIAL ADDITION	Residential	6	\$384,625.00	\$1,856.00
RESIDENTIAL CARPORT	Residential	3	\$35,508.00	\$336.00
RESIDENTIAL DRIVEWAY	Residential	5	\$14,250.00	\$100.00
RESIDENTIAL ELECTRICAL	Residential	47	\$70,500.00	\$3,950.00
RESIDENTIAL FENCE	Residential	3	\$13,800.00	\$30.00
RESIDENTIAL FOOTING/FOUNDATION	Residential	1	\$8,000.00	\$60.00
RESIDENTIAL MANUFACTURED HOME	Residential	2	\$86,330.00	\$120.00
RESIDENTIAL REMODEL	Residential	18	\$839,968.00	\$4,128.00
RESIDENTIAL RE-ROOF	Residential	22	\$145,917.00	\$1,310.00
RESIDENTIAL SINGLE FAMILY	Residential	24	\$6,425,146.00	\$14,235.40
RESIDENTIAL STORAGE	Residential	1	\$5,000.00	\$40.00
RESIDENTIAL SWIMMING POOL	Residential	2	\$96,000.00	\$600.00
		228	\$8,264,544.00	\$36,289.40
COMMERCIAL		49	\$15,955,205.00	\$60,762.80
RESIDENTIAL		228	\$31,960,168.00	\$121,961.60
TOTAL COMBINED		277	\$47,915,373.00	\$182,724.40



COMMUNICATIONS DEPARTMENT
Monthly Report
September 2021
Submitted October 15, 2021

PRESS/MEDIA ACTIONS

The Communications Department distributed the following press releases and PSAs:

- Large Item Pickup
- Avalon Cove Homicide 9/23/21

Other Press Actions:

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

- Hosted biweekly radio recordings
- Finalized contract with Bender Billboards to run 6 monthly spots of City of Hobbs content on their digital billboards; Current:
 - Weed Control Ordinance
 - Fire Prevention Week
 - Large item Pickup
 - Cannabis Ordinance
- Received and distributed copies of The Guide, Issue 9, Fall 2021
- Distribution of proposed cannabis Ordinance public information (socials, newspaper, and billboard)
- Fire Prevention Week promotional planning with Fire Marshal's Office
 - Video to be filmed and released in October
- Annual Large Item Pickup advertising for October and November dates
 - Save the date advertised
 - Facebook
 - Instagram
 - Newspaper
 - Weekly newspaper ads created, purchased, and submitted for four months
 - Radio interviews and commercials recorded, purchased, and placed
- Road construction notices
- Director assisted with marketing duties of the CORE until new Marketing Coordinator began, which was on September 21, 2021
- RentHelpNM.org promotions
 - Calls with State DFA reps
 - Request for promotional materials (multiple requests)
 - Social media posts and stories
 - Shared with multiple groups

COMMUNICATIONS DEPARTMENT

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- Communications with Salvation Army
- Engaged local utility providers on Bulk Payment Program

2020 CENSUS

- Continued communication with State Complete Count Commission Coordinator and Lea County Complete Count Committee Chair
- Requested trainings for Committee and interested community members

CORE (Center of Recreational Excellence) – Special Events & Activities

Duties and focuses of the Marketing Coordinator

- Health Fair Presented by the CORE and United Way – Saturday, October 2 from 9am-2pm
 - Free Health Screenings & Consultations
 - Fitness Class Demos
- No Carve Pumpkin Decorating Contest – Starting Friday, October 15 to Friday, October 29
 - The CORE's first ever No Carve Pumpkin Decorating Contest
 - Anyone can enter the contest and drop their pumpkin off at the Welcome Desk
 - Voting will take place during the Halloween Spooktacular event on Friday, October 29
- Bump, Set, Spook Volleyball Tournament – Saturday, October 23 – Check in at 8:30am
 - 4v4 format with a max of 6 players
 - Pool play, single elimination tournament
 - Prizes will be awarded to 1st & 2nd place teams
 - \$60 per team, registration ends Monday, October 18
- Halloween Spooktacular – Friday, October 29 from 3pm-6pm
 - *Newspaper ad will be posted on Hobbs News-Sun October 20, 22, 24, and 28*
 - Booth games & music
 - Pet parade & costume contest
 - Spook alley (haunted house)
 - Touch a truck
 - Food truck vendors
 - Pie throwing fundraiser
 - Pumpkin drop
 - No carve contest winners announced
- *Advertising/Marketing for these events were done through Bender Billboard, MTD Radio, Facebook and Instagram*



COMMUNICATIONS DEPARTMENT

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RADIO STATION, 99.3 KHBX

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

CURRENT RADIO ANNOUNCEMENTS

- NMJC Fall 2021
- Convenience Centers Info
- PSA Handwashing Hero
- Hobbs Express
- Legal IF-Meghan 1 Generic
- HPL New Hours
- Municipal Court Hours
- HPD Recruitment ad
- HFD CPR
- Waste Management Free Pickups PSA
- COVID PSA English-Spanish Contact
- Community Playhouse Haunted House
- Core Volleyball Tournament
- Southwest Symphony
- United Way Campaign
- Toss It in the Bin
- Large Item Pickup
- HR Recruitment
- FlyHobbs Daily Flights English-Spanish
- HAAC Spay and Neutering
- Code Enforcement Weeds
- Community Players of Hobbs
- Lea County Center for the Arts
- Light of Lea County
- Tree Lighting Vendor & Performer Recruitment

CONVENTION VISITORS BUREAU MAIN FOCUSES

- 4th Annual Hobbs Tree Lighting Ceremony
 - Biweekly meetings are being held with the Committee
 - Vendors are signing up and being scheduled
 - Performers are being booked
 - Rides and rentals are being researched
- NMJC bids for NJCAA Track and Field Meets in 2023 and 2025 submitted previous month
- Execution of NM True CoOp grant expectations
 - Biweekly check-ins
 - Facebook and Instagram posts and ads
 - Article updates
 - Google analytics
 - Google ads
 - Website directing
 - Social Amplification Package form

LISTED EVENTS

- Hobbs Tree Lighting Ceremony – December 4th
- Hobbs Christmas Parade – December 4th
- Hobbs August Nites – October __
- National Junior College Track and Field Meet at NMJC in 2023 and 2025 (bids submitted and hoteliers' commitment letters gathered on behalf of NMJC)

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SOCIAL MEDIA INSIGHTS
for The City of Hobbs Pages



Facebook
 Sep 17 – Oct 14

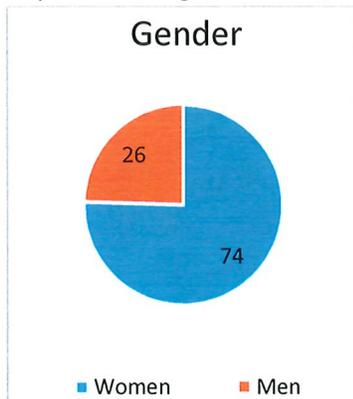
Page Views	Post Reach (people reached)	Post Engagement	Page Likes
973 total (41% decrease)	15,564 total (53% decrease)	1,834 total (77% decrease)	40 new (62% decrease)



Instagram
 Sep 1-30

Reach	Followers	Profile Visits	Interactions	Impressions
1,655 (31.3% increase)	1,872	210 (22.3% increase)	310 (45.5% increase)	9,789 (6.7% decrease)

Top Performing Content: 9/11 Tribute Video





COMMUNICATIONS DEPARTMENT
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OTHER DEPARTMENT DUTIES, FOCUSES, AND ACTIONS

- Shared creditable online mentions with different community organizations and City officials collected and sent by Meltwater
- Participated in the creation of several publications
- Director attends weekly Rotary meetings to share upcoming City events/activities and network on behalf of the City of Hobbs
 - Director is serving as Board President for the 2021-2022 year
 - Planned and ran Rotary Installation Banquet
- Notices for different departments and locations
- Website monitoring and updates communicated with IT Web Master
- Regular invoicing and budgeting, including gathering quotes, payroll, processing payment, etc.
- Attended Commission Meetings
- Regular cleaning and sanitizing of office areas to comply with CSPs
- Photos and video opportunities
 - Employee milestone photos to social media accounts
- Online municipal employee trainings
- Spanish lessons
- Ongoing studies of Wellbeing in the Workplace book, as assigned by City Manager
- Gus Macker planning meetings
- Director served on 20th Anniversary of 9/11 Committee
- Coordinated headshots of new employees and updated old outdated headshots
- Submitted Bar 2 request for an increase to Advertising line item
- Finalized Tree Lighting Ceremony vendor forms and contracts
- Attended Commission Work Session on October 27th
- Scheduled HFD Photography Head Shots for October 29th and 30th
- Scheduled HPD Photography Head Shots for October 15th
- Reassessed and set new goals for public information regarding code enforcement and animal control
- HPD filming planning with contracted videographer
- Marketing Coordinator started on September 13, 2021
 - Introductions and marketing strategizing meetings were held throughout the City, most specifically at the CORE and Rockwind



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Livestreamed City Commission Meetings for September 2021

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

	Viewers	Total Number of Viewers	Total Minutes
Recorded Viewers	70.9%	271	3,007
Live Viewers	29.1%	111	3,173
Total	100%	382	6,180

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

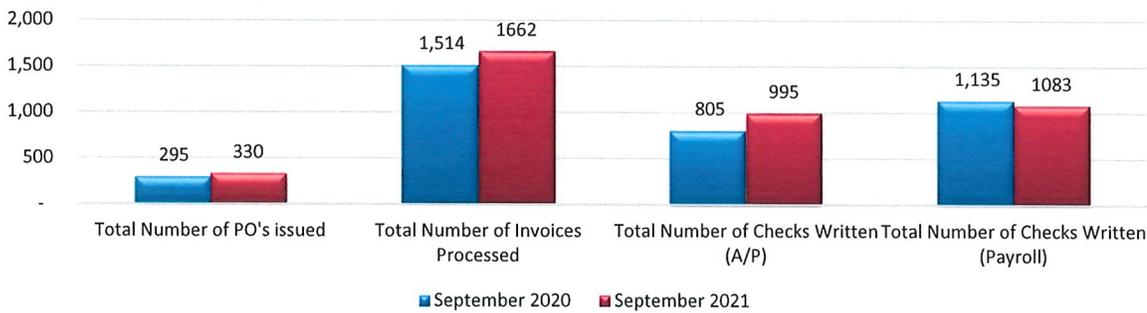
**Monthly Measurement
Finance Department
Fiscal Year 2022**

Cash Statistics	September 2020	September 2021
Beginning Cash Balance	\$ 145,527,472	145,856,417
Monthly Cash In (Revenue - all funds)	\$ 7,968,316	8,867,340
Monthly Cash Out (Expenditures - all funds)	\$ 7,094,617	8,303,129
Ending Cash Balance	\$ 146,401,171	146,420,627

Finance Transaction Statistics

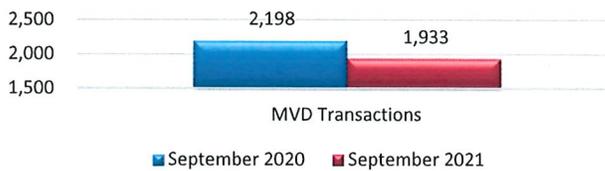
	September 2020	September 2021		
Total Number of PO's issued	295	330	daily average	16
Total Number of Invoices Processed	1,514	1662	daily average	79
Total Number of Checks Written (A/P)	805	995	weekly average	249
Total Number of Checks Written (Payroll)	1,135	1083	bi-weekly average	542

Financial Transaction Averages

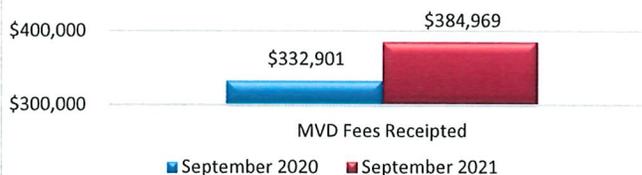


MVD Statistics	September 2020	September 2021		
MVD Transactions	2,198	1,933	daily average	92
MVD Fees Received	\$ 332,901	\$ 384,969	daily average	\$ 18,332

MVD Transaction Averages



MVD Fees Received



FIRE SUPPRESSION/PREVENTION

September 2021

ALARMS

Alarms (City)	94
Alarms (County)	12
Total Alarms	106

ZONES

Zone 1 (NW City)	25	Zone 5 (NW County)	6
Zone 2 (NE City)	24	Zone 6 (NE County)	4
Zone 3 (SE City)	25	Zone 7 (SE County)	2
Zone 4 (SW City)	20	Zone 8 (SW County)	0
Out of District 0			

TURNOUT TIMES (Dispatch to Enroute)

Station 1	1:30
Station 2	1:08
Station 3	1:34
Station 4	1:31
Average	1:25

AVERAGE RESPONSE TIME (Dispatch to Arrival)

Station 1	5:24
Station 2	4:29
Station 3	6:18
Station 4	6:53
Average	5:46

PREVENTION PROGRAMS

Fire Investigations	5
Fire/Safety Inspections	38
Smoke Detectors Installed	0
Public Education Activities	2
Plan Reviews	6
Burn Permits Issued	2

FIRE RESPONSE BY STATION

Station 1	37
Station 2	26
Station 3	26
Station 4	17

MOST COMMON DAY/TIME

Saturday (2000 -2059 hours)

FIRE DEATHS/INJURIES

Fire Deaths - 0
Fire Injuries - 0

STRUCTURE FIRES

Structure Fires - 4

FALSE ALARM RESPONSE

False Alarms - 25

TRAINING HOURS

Fire Training	637
EMS Training	24

EMERGENCY MEDICAL SERVICES

September 2021

EMS RUN BREAKDOWN

City Response	751
County Response	45
Total Responses	796

ZONES

Zone 1 (NW City)	336	Zone 5 (NW County)	13
Zone 2 (NE City)	135	Zone 6 (NE County)	26
Zone 3 (SE City)	174	Zone 7 (SE County)	0
Zone 4 (SW City)	106	Zone 8 (SW County)	6

AVERAGE RUN TIMES

Enroute:	1:41
At Scene:	4:53
To Destination:	18:03
Back in Service:	27:36

MOST COMMON DAY/TIME

Friday – 129 calls for service
Thursday – 26 calls from 15:00 – 17:59 hours

MOST COMMON COMPLAINT

Breathing/Respiratory Problem - 91

OUT OF TOWN TRANSFERS

Lubbock	20
Midland	2
Odessa	1
Roswell	9
Carlsbad	4
Airport	18

CARDIAC ARREST RESPONSES

Cardiac Arrest	12
ROSC	2
ROSC = Return of Spontaneous Circulation	

EMS BILLING

Collected	\$88,846.56
-----------	-------------

Highlights for the month of September

- 6 personnel completed and passed Driver/Engineer Academy
- 3 personnel passed Step-Up Driver testing
- Fire Inspector process held; 1 personnel promoted to position
- 2 personnel attended NM Fire Service Conference
- Hiring test conducted; 1 applicant recommended

September 2021 General Services – Building Maintenance

Work performed by City Carpenters

5	Door closer replaced
29	Ceiling tile replaced
2	Door lock repaired
44	Roof inspections
4	Walls repaired
1	Roof repaired
6	Moved furniture
4	Building repairs
95	Work orders

Location of work performed

16	City Hall
7	Police Department
2	Senior Center
1	State Police
3	Library
3	Municipal Court
10	Warehouse
9	Animal Adoption
7	CORE
11	Crime Lab
3	F.S. 1
2	F.S. 2
2	F.S. 3
2	DA Building
2	McAdams
14	Del Norte Park
5	Teen Center

Break down of work performed by the Electricians

8	Light repairs
19	AC repairs
21	General electrical work
10	CORE work

Location of work performed

10	CORE
6	Library
7	City hall
3	Annex
5	Fire stations
2	DA building
1	MVD
5	Rockwind
9	Parks
4	Teen Center
7	State Police

September - 2021
General Services - Garage

In September - 2021 The City Garage had a total of 178 Repair Orders/Invoices. Of the 178 R.O./Invoices, 104 were repaired in house and 74 were out sourced. The monthly total outlay for the garage as well as subcontracted parts and labor totaled \$ 37,597.31 Below is a break-down by categories. The break-down includes all parts and labor.

Work Performed	# of City R.O./Inv	# of Vendor R.O./Inv	Garage Parts \$	Garage Labor \$	Vendor Parts \$	Vndor Labor \$	Total \$
AC/Heater/Vent	5	2	49.95	340.00	584.39	865.50	1,839.84
Complete Wash	0	3	0.00	0.00	30.60	460.00	490.60
Filters	2	1	41.95	102.00	102.36	0.00	246.31
Service Calls	27	0	0.00	2,822.00	0.00	0.00	2,822.00
Miscellaneous Maintenance	17	14	196.95	1,046.00	1,684.17	686.00	3,613.12
Brakes	3	1	0.00	34.00	4,138.93	1,649.50	5,822.43
Tires	26	17	1,530.50	5,650.50	4,386.56	1,775.39	13,342.95
Wheels/Hub	0	1	0.00	0.00	73.35	875.00	948.35
Clutch	0	1	0.00	0.00	440.00	0.00	440.00
Charging System	12	3	1,187.86	714.00	393.44	10.00	2,305.30
Lighting	2	0	4.00	68.00	0.00	0.00	72.00
Preventive Maintenance	8	16	869.94	646.00	1,589.15	0.00	3,105.09
Exhaust	0	0	0.00	0.00	0.00	0.00	0.00
Fuel System	0	2	0.00	0.00	99.80	565.00	664.80
Cranking	0	1	0.00	0.00	607.86	360.00	967.86
Hydraulics	1	0	141.22	204.00	0.00	0.00	345.22
Radio Equipment	0	1	0.00	0.00	20.44	300.00	320.44
Sweeper Brooms	1	0	200.00	51.00	0.00	0.00	251.00
Warranty	0	2	0.00	0.00	0.00	0.00	0.00
Safety Recall	0	9	0.00	0.00	0.00	0.00	0.00
Monthly Total	104	74	4,222.37	11,677.50	14,151.05	7,546.39	37,597.31

	# of R.O./Inv	Parts	Labor	Total
City Garage	104	4,222.37	11,677.50	15,899.87
Vendor	74	14,151.05	7,546.39	21,697.44
	178	18,373.42	19,223.89	37,597.31

Street Department Monthly Report September

Break down of work performed by the Street Department Crew:

Man Hours	Activity
334 HRS.	Street Sweeping
10 HRS.	Building Brooms
64 HRS.	Cold Mix Patching
13 EA.	Street Complaints
132 HRS.	Alley Complaints
160 HRS.	Storm Sewers & Inlets
64 HRS.	Equipment Maintenance
32 HRS.	Stocking Material
9 HRS.	Safety Skills Meetings
32 HRS.	Large Item Pick Up
76 HRS.	Haul Trash

The total amounts of material hauled or used:

Quantity	Material
292 YDS.	Sweepings
2160 LBS.	Pollex24 3 Rubber
36 YDS.	Millings
176 YDS.	Alley Material
3 YDS	Cold Mix Used
504 YDS.	Recycling Material
355 YDS.	Trash Hauled

Calls responded to:

Number	Type
13	Dispatched – accidents, spills, debris



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

Recruitment:	September 2020	September 2021
• Applications Received/Reviewed	231	277
• New Hires	6	12
• Re-Hires	1	3
• Transfers/Promotions/Demotions	7	8

Personnel Actions:	September 2020	September 2021
• Performance Reviews	27	11
• Retirements	0	1
• Terminations	18	82
• Other(certs, shift moves)	11	6
• Educational Incentives	1	3
• COLA/CBA adjustments	0	0

New Position Postings in July:

ANIMAL ADOPTION CENTER ASSISTANT	TRAIL MAINT WORKER
ANIMAL CONTROL OFFICER	PARKS MAINT WORKER
CORE FITNESS SPECIALIST	PARKS SPECIALIST
CORE KIDS SPECIALIST	EXPRESS DISPATCHER
GOLF SHOP CLERK	HOBBS EXPRESS DRIVER
ASSISTANT LIBRARY DIRECTOR	SPORTSFLD MAINT LEAD
CIRCULATION TECHNICIAN	EQUIPMENT OPERATOR
MAINTENANCE SPECIALIST/ PUMP OPERATOR	HEAVY EQUIPMENT SPECIALIST
OUTREACH WORKER	

Safety Skills Training:

- No scheduled training in September

Team Involvement:

- Nicholas Goulet attended the SHRM 2021 Conference
- Tracy South attended the SHRM 2021 Conference virtually
- Cristina Wagner participated in a virtual meeting with Workforce Connections providing information on hiring for the City of Hobbs
- Team participated in the AON annual renewal call
- Team is actively involved with in person interviews for several departments

Information Technology Department

Ron Roberts – IT Director

Christa Belyeu – Asst. IT Director

Joe Amador – Webpage Specialist

Jeff Sanford – Comm. Specialist

Daily operations, responsibilities, and policies

➤ Technology Policies

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

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

➤ Computer

- Servers (62) (31 physical / 31 virtual)
- Offsite replication
- Desktops (450)
- Laptops (225)
- Tablets (130)
- Point of Sale systems
- Credit Card devices
- Peripherals
 - Printers
 - Scanners/Fax
 - Cameras
- Data backup

➤ Public Safety

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

➤ Two-way radio equipment (620)

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

Matt Blandin – Security/Comp. Spec.

Frank Porras – Computer Specialist

Gabriel Jurado – Computer Specialist

Wide/Local area networking administration

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

➤ Email

- Account Administration
- SPAM filtering
- Intrusion protection

➤ Internet Access

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

➤ Wireless Networking

- Point to point
- Wi-Fi Access points

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

➤ Telephone Equipment (all City locations)

- Splash Pad 911 Call boxes

➤ Outdoor Warning Equipment

- Warning Siren/Public Address (33 locations)

➤ Facility alarm systems (all locations)

➤ Copy Machines (35) (all locations)

➤ Outdoor Public Bulletin Boards (3 units)

➤ Audio/Video

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

Accomplishments for September 2021

- 146 Request for service
- 144 Completed
- 0 Bulletin Board related
- 0 Camera related
- 25 Email related
- 13 hardware related
- 1 internet related
- 1 network related
- 7 password resets
- 12 phone related
- 0 radio related
- 2 projects related
- 24 software related
- 23 User Setup
- 35 webpage related
- 3 other

Special accomplishments:

- Updated SSL certificates on all Websites.
- Deployed new Engineering server and migrated the license manager and data.
- Completed the Shelter Pro cloud migration.
- Evaluated additional security controls.
- Security antenna tower guide wire support pole after damages from automobile crash.



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 2021

Mission Statement:

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

Duties Required by Law:

The City Attorney's duties are outlined in Hobbs Municipal Code Section 2.08.070. In compliance with those duties, the City Attorney's Office provided assistance and legal advice both verbally and in writing to the Mayor, City Commission, City Manager, department heads, and staff on various legal topics for the month of 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 2021, the public meetings attended by the City Attorney's Office were:

- ❖ Hobbs City Commission – Efrén Cortez and Valerie Chacon (9/7, 9/20, 9/27 and 9/29)
- ❖ Cemetery Board – Efrén Cortez and Mahir Haque (9/8)
- ❖ Community Affairs Board – Rocio Ocano (N/A)
- ❖ Library Board – Rocio Ocano (9/7)
- ❖ Lodger's Tax Board – Rocio Ocano (N/A)
- ❖ Planning Board – Valerie Chacon (9/21)
- ❖ Utilities Board – Valerie Chacon (N/A)
- ❖ Labor Relations Board – Efrén Cortez and Valerie Chacon (N/A)

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

❖ Public Hearings/Presentations	4
❖ Agenda Items drafted	10
❖ Resolutions Drafted	6

The City Attorney's Office is charged with ensuring compliance with New Mexico State Statutes requiring local government compliance. Some of these laws include the Inspection of Public Records Act (NMSA 1978, §14-2-1, et seq.), the Governmental Conduct Act (NMSA 1978, 10-16-1, et seq.), the Procurement Code (NMSA 1978, §13-1-1, et seq.), and the Open Meetings Act (NMSA 1978, §10-15-1, et seq.)

❖ Procurement Review	12
❖ Contract Review	16
❖ IPRA Review	2

Litigation:

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

Legal Assistants, Courtney Packer and Heather Bara, are 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 Attorneys, Rocio A. Ocano and Mahir F. Haque, are primarily tasked with prosecuting all criminal matters filed in the Hobbs Municipal Court. Deputy City Attorney, Valerie S. Chacon, is primarily tasked with representing the City of Hobbs in property disputes, employment matters, and other civil issues as well as supervising staff. City Attorney, Efren A. Cortez, is primarily tasked with advising management and elected officials on legal issues and also oversees operations of the City Attorney's Office.

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

❖ Pretrial Release Hearings:	0
❖ Probation Violations:	1
❖ Pretrials (Pro Se):	239
❖ Pretrials (Attorney):	36
❖ Trials:	35
❖ Dangerous Dogs/Petitions:	0
❖ DWI Cases:	4
❖ Appeals in District Court:	1
❖ Pleadings:	103
❖ Condemnation Reviews	0

❖ Property Acquisition Reviews	0
❖ Property Document Reviews	0
❖ Property Correspondence	0
❖ Foreclosures Filed	0
❖ Property Liens Filed	0
❖ Civil ADR:	0
❖ Demand Letters:	2
❖ Misc. Hearings (Mun./Dist./Fed.):	4
❖ Trainings:	2
❖ Witness Interviews:	2
❖ In-office consultations:	7
❖ Discovery Submissions:	47
❖ Letters/Correspondence:	889

Areas of Notoriety:

- ❖ The City Attorney’s Office presented three (3) ordinance changes that brought the Hobbs Municipal Code into compliance with recent changes made by the New Mexico Legislature.
- ❖ The City Attorney’s Office lead a work session of the City Commission wherein the proposed Cannabis Regulation Ordinance was discussed in detail.
- ❖ The City Attorney’s Office conducted eleven (11) criminal dockets in the Hobbs Municipal Court with Assistant City Attorneys Rocio Ocano and Mahir Haque spearheading the enormous task.

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

Respectfully,

/s/ Efren A. Cortez
 Efren A. Cortez
 City Attorney

CITY MANAGER'S REPORT

September, 2021

Hobbs Public Library

CIRCULATION: **4,795**

CIRCULATION BY MATERIAL TYPE:

Books and Periodicals	3,109
Audio Books & Music	177
DVDs	1,143
E-Books/E-Audio (OverDrive & Gale)	366

CIRCULATION BY PATRON TYPE:

Adult	2,902
Juvenile	675
Senior Citizen	697
Used in Library	521

Total Children's Items Circulated **1,950**

Total Adult Items Circulated **2,845**

CIRCULATION WITH OTHER LIBRARIES:

	Borrowed	Loaned
Interlibrary Loans	3	9
ELIN Loans	13	12

Patron Visits 2428

Overdue Notices Sent 236

PROGRAMS & PUBLIC SERVICES:

Programs Provided	10
Attendance	118
Passive Programs Provided	7
Passive Programming Participation	413
Meeting Room Use	17

Facebook Page Reach 1948

Web Site Usage 3895

HPL Database Usage 541

Reference Questions 128

Public Computer Use 293

Board Games 0

PATRON PROFILES:

Adult	15,919
Juvenile (Under 18 Years)	3,590
Senior Citizens (62+ Years)	2,451
Temp ELIN	2,103
Total Active Borrowers	24,063

RECEIPTS:

Materials Paid For \$35.00

Fines & Fees \$439.47

Copy Machine & Public Printouts \$373.71

Total **\$848.18**

Library Patrons Added This Month 41

ITEMS ADDED:

Total Items Added	433
Items Weeded	547

HOLDINGS:

Total Library Holdings 154,938

City Manager's Report
Municipal Court - September 2021

Monthly Cases:

Traffic Citations	534
Misdemeanor Citations	42
Environmental Citations	59
Fire Code Violations	3
AGG. DWI	0
DWI – 1 ST	<u>1</u>
Total	639

Courtroom Activity:

Video Arraignments (Jail)	64
Court Appearances – A.M.	20
Court Appearances- P.M.	113
Virtual Court	1
Pretrial Court Appearances – A.M.	53
Pretrial Court Appearances – P.M.	48
Attorney Pretrial	14
Trial/Change of Plea Cases	<u>15</u>
Total	328

Other Activity:

Summons issued	618
Warrants issued	<u>233</u>
Total	851

Fines/Fees Assessed:

Fines	\$90,305
Penalty Assessment Fee	3,900
Automation Fee	3,066
Judicial Education Fee	1,533
Correction Fee	10,240
DWI Prevention Fee	75
DWI Lab Fee	85
Copies/Misc. Fee	<u>0</u>
Total	\$109,204

Fines/Fees Collected:

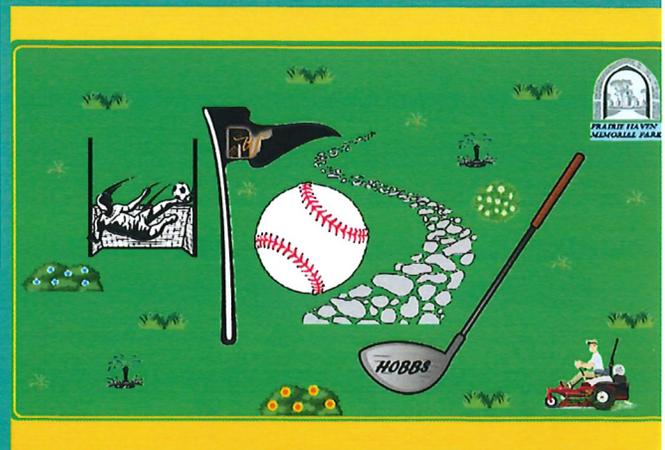
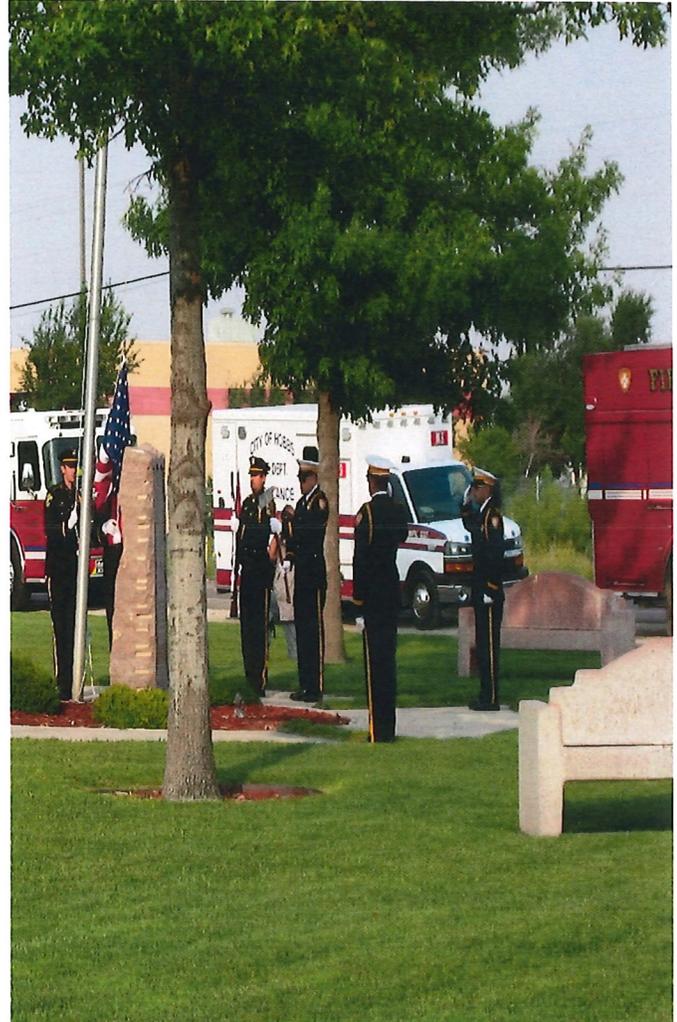
Fines	\$28,611.11
Penalty Assessment Fee	3,982
Automation Fee	2,622
Judicial Education Fee	1,302
Correction Fee	8,697.89
DWI Prevention Fee	204
DWI Lab Fee	122
Copies/Misc. Fee	.00
Restitution	<u>.00</u>
Total	\$45,541

City Manager – September Report

2021

-
1. POSD had 11 employees assist with Large Item Pickup
 2. Mosquito Fogging ended this month
 3. New basketball boards installed at Heizer Park
 4. 30 Environmental lots mowed and cleaned
 5. POSD assisted with Gus Macker
 6. Youth Soccer and Boys and Girls Club Flag Football Leagues started
 7. Cemeteries had 29 interments; poured 31 foundations
 8. Removed graffiti at 3 locations
 9. 5 sections of concrete was replaced on Health-walk Trail to eliminate trip hazards
 10. Drain tile was added to hole #2 & #14 at Rockwind
 11. Rockwind hosted multiple tournaments
 12. Disc Golf Tournament and Cross Country Track Meet held at McAdams Park
 13. Staff prepped 9/11 Memorial for 20th Anniversary event

Parks & Open Spaces Department
Authored by: Bryan Wagner



Membership Recap

Member Visits	18,749
Guest Visits	2,631
Classes	122
Programming	-
Tour Participants	16 tours/32 participants
Private Rentals	36 Facility Rentals and Reservations made in September 2021 with \$4,668 in revenue

Membership Counts	
Memberships Sold in Month	200
Family Memberships	1069
Individual Memberships	518
Total Memberships	1587
Members	4829
Total Individual Members	5,437

Senior Center

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

	Meals	Donations Received:
September 2021 Congregate Meals Served	1,287	\$1,847.71
September 2021 Grab N Go Meals	634	\$ 96.00
September 2021 Home Delivered Meals Served	2,158	\$1,296.77
September 2021 Frozen Meals Delivered	<u>176</u>	<u>\$ ---</u>
Totals	4,255	\$3,255.09
Previous Month's Totals	4,412	\$3,255.09

Any meals leftover from the Home Delivered or Grab N Go meals are frozen. On Fridays, these frozen meals are distributed to the most vulnerable Home Bound Clients for weekend meals. During September, a total of 176 frozen meals were distributed. The Hobbs Senior Center served a total of 4,255 meals for the month. With a total of 22 serving days in September, the daily average of meals served was 193.

Duplicate Recreation Activities:	573	Exercise:	442
Transportation:	258	Assessment/Reassessment:	98

Recreation

- The Hobbs Downtown Slam & Jam event took place with 111 teams participating in the Gus Macker 3-on-3 Basketball Tournament. There was also a talent show, slam dunk contest, and a total of six (6) food vendors.
- Recreation Department staff assisted with the large item pick up event and arranged curbside assistance for those citizens needing help.
- The Dog Daze of Summer event was held at Del Norte Pool. Approximately 80 dogs enjoyed a “day at the pool” along with their owners.

Aquatics

- Recreation staff continues to train and hire Lifeguards for positions at the CORE.
- Ceiling repairs at the CORE’s Therapy Pool will begin once all parts/materials have been received.
- Repairs to the CORE’s Therapy Pool filters were completed which will allow for proper backwashing.
- Del Norte Pools summer season was completed with the last day of normal operations being Monday, September 6. (Labor Day)
- Splash Pad operations were completed for the season with the last day being September 26.

Rockwind Community Links Clubhouse

September was a busy month at Rockwind Community Links with over 2,200 rounds which was an increase over September 2020. Two events were held: The First Tee Game Changers Scramble, The IPS Fall Classic. A total of 126 golfers competed in these two events. It is anticipated that in 2022 both of these events will be held earlier in the year, depending on the COVID-19 pandemic, which will most likely result in increased participation. Rockwind will host six tournaments in October 2021.

Department	Qty	Retail Value	Discount	Pre-Tax Value	Cost Of Goods	Tax TTL	Extension
Golf Equipment Rentals	33	\$323.69	\$0.00	\$323.69	\$0.00	\$16.31	\$340.00
Driving Range	664	\$2,016.46	\$0.00	\$2,016.46	\$0.00	\$102.04	\$2,118.50
Golf Cart Rental Fees	1341	\$18,473.64	\$0.00	\$18,473.64	\$0.00	\$932.20	\$19,405.84
Green Fees	2253	\$24,605.63	\$0.00	\$24,605.63	\$0.00	\$1,247.53	\$25,853.16
Hard Goods Sales	789	\$19,827.48	(\$219.80)	\$19,607.68	\$14,015.39	\$980.63	\$20,588.31
Membership Fees	3	\$1,904.74	\$0.00	\$1,904.74	\$1,904.74	\$95.26	\$2,000.00
Soft Goods Sales	487	\$11,625.84	(\$763.74)	\$10,862.10	\$6,844.95	\$543.87	\$11,405.97
Food & Beverage	70	\$128.20	(\$6.41)	\$121.79	\$41.48	\$6.46	\$128.25
Totals for Revenue	5640	\$78,905.68	(\$989.95)	\$77,915.73	\$22,806.56	\$3,924.30	\$81,840.03
Grand Total:	5640	\$ 78,905.68	\$ (989.95)	\$ 77,915.73	\$ 22,806.56	\$ 3,924.30	\$ 81,840.03

KEY PERFORMANCE INDICATORS

Sep-21

Total Pre-Tax Revenue	\$77,915.73
Total Rounds	2253
Avg Green Fee plus Cart Fee per Rot	\$19.97
Total Merchandise Sales	\$30,469.78
Merchandise Sales Per Round	\$13.52
F&B Sales Per Round	\$ 0.05
COGS Hard Goods	71%
COGS Soft Goods	63%
COGS F&B	34%
Rounds w/Carts	60%
Total Revenue per Round	\$ 34.58

GREEN FEE BREAKDOWN

EZLinks Prepaid	0
GolfNow	0
Summary for EZLinks Prepaid	<u>0</u>
Player's Pass 18 Walk	207
Summary for Player's Pass	<u>207</u>
Li'l Rock Adult Resident	141
Li'l Rock Adult Non-Resident	0
Li'l Rock Jr. Comp w/Adult	8
Li'l Rock Junior Resident	2
Li'l Rock Junior Non Resident	0
Li'l Rock Replay	0
Li'l Rock Player's Pass	0
Li'l Rock Team Comp	31
FootGolf Adult	1
FootGolf Junior Comp	2
Summary for Par 3	<u>185</u>
Public 18	136
Public 9	11
Public Junior	5
Public Senior	25
Public Twilight	23
Public Replay	0
Specials	0
Youth on	2
PGA/GCSAA COMP	0
Summary for Public	<u>202</u>
Punch Pass	17
Summary for Punch Pass	<u>17</u>
Rain Check	9
Summary for Rain Check	<u>9</u>
Resident 18	610
Resident Junior	4
Resident Senior 18	175
League Fee	49
Complimentary Round	32
Resident Twilight	121
Team Practice Round	185
Resident 9	132
Marshal/Team Green Fee	12
Resident Replay	4
Summary for Resident	<u>1324</u>
Tournament Fees	318
Summary for Tournament -	<u>318</u>
Grand Total:	2253

Teen Center

- Teen Center staff continues to explore options for replacement of aging arcade games in the Game Room.
- Teen Center staff continues to offer rides home to teens who need a ride home.
- Teen Center staff continues with efforts to touch up paint and replace wall trim.
- Membership has increased by 150 thus far in FY22.



HOBBS POLICE DEPARTMENT

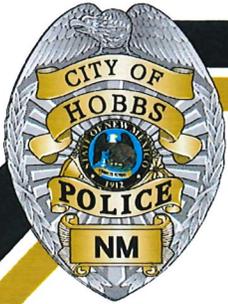
October 5, 2021

To: Jeff Moyers, Captain of Agency Support

From: Lorena Brito, Records Administrator

Re: HPD September 2021 Stats

	TOTAL	TOTAL	%CHNG	Year to	Year to	%CHNG
Sept 2020/2021	RPTS	RPTS		Date	Date	
			2020/2021	2020	2021	
	2020	2021				
REPORTED CRIMES	411	422	3%	3,868	3,376	-13%
CALLS FOR SERVICE	4,121	3,862	-6%	38,171	34,786	-9%
ARRESTS	368	214	-42%	2,835	2,032	-28%
MURDER	0	4	100%	1	5	400%
RAPE	0	1	100%	21	25	19%
ROBBERY	2	3	50%	28	32	14%
ASSAULTS AND BATTERY	60	84	40%	675	690	2%
BURGLARY	103	58	-44%	515	363	-30%
LARCENY	34	46	35%	405	354	-13%
SHOPLIFTING	28	33	18%	327	289	-12%
AUTO THEFT	18	14	-22%	149	221	48%
ARSON	0	0	0%	5	8	60%
FORGERY	2	0	-100%	5	1	-80%
FRAUD	5	14	180%	81	61	-25%
EMBEZZLEMENT	1	3	200%	8	17	113%
REC. STOLEN PROPERTY	0	0	0%	3	6	100%
VANDALISM	66	98	48%	598	647	8%
WEAPONS OFFENSES	2	1	-50%	25	18	-28%
DOMESTIC VIOLENCE	28	39	39%	299	319	7%
ASSAULTS/BATTERY ON PO	5	4	-20%	55	48	-13%
SHOOTING AT/FM MV OR DWELLING	2	1	-50%	25	19	-24%
CITATIONS ISSUED	1,615	734	-55%	12,065	7,147	-41%
DWI	12	5	-58%	111	109	-2%
TRAFFIC CRASHES	89	88	-1%	758	719	-5%



HOBBS POLICE DEPARTMENT

10/4/2021

To: Chief John Ortolano
Deputy Chief August Fons
Captain Shane Blevins

From: Code Enforcement Superintendent Arthur De La Cruz

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

CODE ENFORCEMENT NUMBERS FOR SEPTEMBER 2021

Code warnings	264
Code citations	57
Code complaints	448
Animal warnings	8
Animal complaints	180
Animal citations	3

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

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Hobbs Animal Adoption Center

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

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

October 4, 2021

To: Chief Ortolano
 DC Fons
 Captain Blevins
 Lt. Barrientes

From: HAAC Manager Missy Funk

Subject: Monthly Statistics HAAC

September 2021

Intake:	Cats	Dogs
Dead On Arrival	18	17
Sterilization Only	31	33
Stray	136	134
Transfers In	0	0
Unwanted	15	19
Quarantine	0	6
Totals:	200	209
Dispositions:		
Adopted	49	42
Died at Facility	13	2
Dead on Arrival	17	16
Euthanized	95	30
Rescued	29	98
Return to Owner	11	30
Sterilization Only	32	34
Totals:	246	252

Total Revenue Collected:	Animal Pick Ups:	\$ 425
	Permits/Tags:	\$ 845
	Reclaims:	\$ 640
	Adoptions	\$2815
	<u>Sterilizations:</u>	<u>\$2520</u>
		\$7245

UTILITIES DEPARTMENT

WATER DEPARTMENT		2020		2021	
<u>CLASS</u>	<u>ACTIVE ACCOUNTS</u>	<u>Billed gallons August 2020</u>	<u>ACTIVE ACCOUNTS</u>	<u>Billed gallons August 2021</u>	
Residential	11,617	185,068,741	11,684	107,710,224	
Commercial	1,825	64,572,558	1,817	49,102,871	
City Accounts	215	29,014,191	209	22,252,586	
School Accounts	61	17,951,631	58	7,389,871	
Irrigation	255	17,951,631	267	8,956,388	
Unbilled Maintenance		1,700,000		3,000,000	
	13,973	316,258,752	14,035	198,411,940	

LABORATORY	September 2020	September 2021
Total Drinking Water Tests	46	52
Total Wastewater Tests	837	749
Liquid Waste Received (gallons)	235,994	254,214

WASTEWATER RECLAMATION FACILITY		
Influent (Million Gallons)	96.361	96.723
Effluent (Million Gallons)	89.684	89.176
Solids Removed (Dry Pounds)	492,695	90,979

WATER PRODUCTION REPORT - SEPTEMBER 2021

WATER PRODUCED	
Total monthly water produced, million gallons	238,543,000
Total monthly water distributed, million gallons	220,433,000
CHLORINE	
Monthly chlorine average residual, milligrams/liter	0.57
Monthly chlorine gas dosed to system (lbs)	2,030
MICROBIOLOGY	
Bacteria tests, routine	40
Positive results	0
PUBLIC SERVICE	
Customer complaints, investigated	0
Customer complaints, resolved	0
Low water / pressure issues	0
Emergency call outs (from 5:00 pm to 7:00 am & weekends)	0

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

UTILITY MAINTENANCE SEPTEMBER 2021

WORK DESCRIPTION

Meter lid replacement	10
Meter box replacement	55
Meter stop / valve replacement	15
Meter change out 3/4"	60
Meter change out 1"	0
Meter change out 2"	5
Meter change out 3"	1
Meter change out 4"	1
Meter change out 6"	0
Set new 3/4" meter	40
Set new 1" meter	0
Set new 2" meter	2
Set new 3" meter	0
Set new 4" meter	0
Set new 6" meter	0
Service lateral leaks/repair	80
Service lateral replacement	15 qty. - 150 feet
New Service Lateral	12 qty. - 200 feet
Low water pressure investigation	8
Water quality investigations	2
Main line leaks/repair	3
Main line replacement (feet)	0
Valve maintenance	200
Valve new install/replacement	2
Fire hydrant maintenance	250
Fire hydrant repair/replacement	8
Fire hydrant meter maintenance	2
Fire hydrant meter set	2
New fire hydrant installed	0
Vehicle/equipment maintenance hours	20
Unaccounted/unmetered water loss	1,800,000
Miscellaneous afterhour calls	14
Emergency Call Outs (From 5:00pm to 7:00am)	81

WORK DESCRIPTION

QUANTITY

Manhole maintenance	74
Manholes cleaned	86
Sewer main line cleaned (feet)	62,489
Sewer stoppages	19
Sewer main line video inspections	2
Odor complaints	1
Sewer pre-treatment additives	40 gallons
Property damage from sewer	0
Sewer main line repair/replacement	5

New sewer main line installation	52 feet
New backflow valve installation	0
Backflow valve maintenance	0
Lift station maintenance	22
Emergency call out (from 5:00 pm to 7:00 am)	78

UTILITIES MONTHLY PLUMBER REPORT SEPTEMBER 2021	QUANTITY
Sewer stoppages	5
Odor complaints	2
Water leaks	6
Pool maintenance	22
Gas leaks	6
Emergency call outs (from 5:00 pm to 7:00 am)	0
Core	23