



CITY MANAGER'S MONTHLY REPORT

July 2022

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
Executive Assistant

Manny Gomez
Julie Nymeyer

CITY CLERK'S OFFICE

City Clerk
Deputy City Clerk
Public Transportation

Jan Fletcher
Mollie Maldonado
Jacque Pennington

CITY ENGINEER

City Engineer
Planning
Building Official

Todd Randall
Kevin Robinson
Scott Shed

COMMUNICATIONS DEPT.

Communications Director

Meghan Mooney

FINANCE DEPARTMENT

Finance Director
Assistant Finance Director
Motor Vehicle Dept.

Toby Spears
Deborah Corral
Irene De La Cruz

FIRE DEPARTMENT

Fire Chief
Deputy Fire Chief

Barry Young
Mark Doport

GENERAL SERVICES DEPT.

Gen. Svcs. Director
Building Maintenance
Electrician
Garage
Streets

Shelia Baker
Tommy Trevino
Shawn Smith
Eddie Trevino
Anthony Maldonado

HUMAN RESOURCES DEPT.

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

Nicholas Goulet
Tracy South
Selena Estrada

INFORMATION TECHNOLOGY DEPT.

I.T. Director
Assistant I.T. Director

Christa Belyeu
Vacant

LEGAL DEPARTMENT

City Attorney
Deputy City Attorney
Assistant City Attorney

Efren Cortez
Valerie Chacon
Rocio Ocano

LIBRARY SERVICES

Library Director

Sandy Farrell

MUNICIPAL COURT

Municipal Judge
Municipal Court Clerk

Bobby Arther
Shannon Arguello

PARKS & OPEN SPACES DEPT.

POSD Director
Parks/Cemetery
Golf Course/Trail
Sports Fields

Bryan Wagner
Wade Whitehead
Matt Hughes
Dustin Sharp

RECREATION DEPT.

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

Doug McDaniel
Lyndsey Henderson
Ben Kirkes
Michal Hughes
Angela Courter

POLICE DEPARTMENT

Police Chief
Code Enforcement
Animal Adoption Center

August Fons
Jessica Silva
Missy Funk

UTILITIES DEPARTMENT

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

Tim Woomer
Bill Griffin
Todd Ray
Kaylyn Lewis



CITY MANAGER'S OFFICE

200 East Broadway
Hobbs, NM 88240

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

MANNY GOMEZ
City Manager

August 24, 2022

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

Attached is the City Manager's Monthly Report for the month of July, 2022. This report provides general and performance information to the City Commission and the public on programs and services provided by the City. The data is compiled internally by each department/division for the purpose of improving services, responsible budgeting and enhancing transparency in local government.

This summer the City Manager's Office held a Summer Get Together and served watermelon. It was great to see some new faces as well as those who have been dedicated to the City of Hobbs for many years.

There is a new Social Wellbeing Committee who will be dedicated to doing social events every month for the employees of the City of Hobbs. We encourage you to participate and get to know other dedicated employees with the City of Hobbs family.

Together, we can make the City of Hobbs a better place to live, work and thrive!

Best regards,

Manny Gomez, City Manager



CITY CLERK'S OFFICE
Monthly Report - July 2022

	May-22	Jun-22	Jul-22
Business Registrations -New	19	22	22
Business Registrations - New Owner	0	1	0
Business Registrations- Change of Address	2	0	0
Renewals	20	9	10
Web Payment Renewals	0	0	0
Total Business Registrations Activity	41	32	32
Active Business Registrations for the Month	2153	2173	2193
Fireworks	0	2	0
Junk Yard Licenses	1	0	0
Liquor License	0	0	41
Mobile Business Licenses	8	5	5
Pawn Brokers	0	1	2
Secondhand Dealer's Licenses	0	5	2
Solicitor's Permit	2	0	2
Temporary Vendor's Licenses	0	0	0
Cemetery Deeds Issued/Processed	29	31	22
Public Documents Notarized	111	111	103
Public Records Request	50	28	34
Regular City Commission Meetings <i>7/5/22 and 7/18/22</i>	2	2	2
Special City Commission Meetings	1	1	0
City Commission Work Session/Closed Meetings <i>7/5/22</i>	2	2	1
Notice of Potential Quorum <i>7/11/22</i>	1	1	1
Resolutions and Ordinances Attested	17	13	15
Consideration of Approval	4	3	2
Total Volume of Transactions on Tyler Cashiering	377	334	346
Total Amount	\$ 460,898.57	\$ 406,025.22	\$ 1,695,307.37
Web Payments Online for All Departments	\$ -	\$ -	\$ -
Grand Total	\$ 460,898.57	\$ 406,025.22	\$ 1,695,307.37



COMMUNICATIONS DEPARTMENT

Monthly Report

July 2022

General Public Relations and Marketing Activity:

All public information is regularly shared on social media, on the website, on billboards we hold contracts, via print materials, and more; some information locations are dependent on the topic. We monitor and respond when necessary to likes, comments, messages, reach, and other online communication related to the City of Hobbs. Most of the information is also translated into Spanish by a court-certified translator.

The Communications Department distributed the following press releases and PSAs:

- Unlicensed Solicitors
- Mosquito Spraying

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

Advertising/Marketing for these events were done through Bender Billboard, MTD Radio, Facebook, and Instagram

- Challenge Nights – May – August (Summer Schedule) (Free with Facility Admission)
- Yoga Classes – Mommy & Me Yoga, Gentle Yoga, YogaFit
- All Star Day – July 22nd Ages 9-16 – Outdoor Activities such as Kickball, Dodgeball, Water Balloon Activities and more.
- Healthy Happens Here: Back to School Edition – July 30th – Free Health Screenings and Consultations. Backpack giveaways, back to school vaccines and more.
- Adaptive Avengers – A recreational PE class for children & adults with special needs.
- Turf Titans & Gym Giants
- TRX – Suspension training program
- Zumba and XCO Latin by Jackie
- Senior Games Activities – Track Walk, Pickleball, Soccer, and other varied activities.
- 50+ Pickup Games – Pickleball and Soccer
- Food Trucks Wanted for all upcoming CORE events.

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.

- Hosted biweekly radio recordings with City departments, local nonprofits, and other government agencies

CONVENTION VISITORS BUREAU MAIN FOCUSES

LISTED EVENTS

- Hosted monthly Hoteliers Meeting
- Created and trained for new event bid sheets



COMMUNICATIONS DEPARTMENT

Monthly Report

July 2022

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 Christmas Banquet with Committee
- 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
- Photos and video opportunities
 - Employee milestone photos to social media accounts
- Online municipal employee trainings
- Contract renewals
- New fiscal year tasks

COMMUNICATIONS DEPARTMENT
Monthly Report
July 2022

SOCIAL MEDIA INSIGHTS
for The City of Hobbs Pages



Facebook
June 2022

Post/Page Reach (people reached)	Followers	Page Visits
15,737 total (39% decrease)	53 new likes (24.3% decrease)	3,442 total (26.3% increase)



Instagram
June 2022

Reach	Followers	Profile Visits
943 (1% decrease)	20 new (20% decrease)	169 (6.1% decrease)

Livestreamed City Commission Meetings for July 2022

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

	Viewers	Total Number of Viewers	Total Minutes
Recorded Viewers	92.8%	476	1,119
Live Viewers	7.2%	37	1,084
Total	100%	513	2,203

CITY OF HOBBS BUILDING DEPARTMENT

Total Type of Construction for period ending July 01, 2022-July 31, 2022

Commercial		#OF PERMITS	VALUATION	FEES
COMM MECHANICAL	Commercial	8	\$12,000.00	\$646.00
COMM PLUMBING	Commercial	5	\$7,500.00	\$531.50
COMM SEWER TAP & EXCAVATION	Commercial	1	\$1,500.00	\$290.00
COMMERCIAL ADDITION	Commercial	1	\$114,400.00	\$420.00
COMMERCIAL CANOPY	Commercial	1	\$39,500.00	\$240.00
COMMERCIAL CARPORT	Commercial	2	\$58,500.00	\$600.00
COMMERCIAL ELECTRICAL	Commercial	11	\$16,500.00	\$609.00
COMMERCIAL FENCE	Commercial	1	\$8,000.00	\$10.00
COMMERCIAL REMODEL	Commercial	3	\$211,400.00	\$864.00
COMMERCIAL RE-ROOFING	Commercial	3	\$129,152.00	\$624.00
COMMERCIAL SIGN	Commercial	3	\$37,686.00	\$432.00
COMMERCIAL SOLAR	Commercial	1	\$53,044.00	\$300.00
COMMERCIAL STORAGE	Commercial	1	\$180,000.00	\$456.00
INDUSTRIAL EXCAVATION	Commercial	1	\$1,500.00	\$25.00
NEW COMMERCIAL	Commercial	1	\$1,717,812.00	\$2,541.37
TOTAL		43	\$2,588,494.00	\$8,588.87

Residential		#OF PERMITS	VALUATION	FEES
RES MECHANICAL	Residential	25	\$37,500.00	\$1,700.00
RES PLUMBING	Residential	37	\$55,500.00	\$2,120.00
RES SEWER TAP & EXCAVATION	Residential	4	\$6,000.00	\$1,160.00
RESIDENTIAL ADDITION	Residential	2	\$140,000.00	\$684.00
RESIDENTIAL CARPORT	Residential	3	\$62,118.00	\$528.00
RESIDENTIAL CURB CUTS	Residential	1	\$1,500.00	\$20.00
RESIDENTIAL ELECTRICAL	Residential	51	\$76,500.00	\$4,171.00
RESIDENTIAL FENCE	Residential	4	\$7,800.00	\$40.00
RESIDENTIAL MANUFACTURED HOME	Residential	3	\$175,900.00	\$240.00
RESIDENTIAL REMODEL	Residential	7	\$255,655.00	\$1,358.00
RESIDENTIAL RE-ROOF	Residential	12	\$316,529.00	\$1,060.00
RESIDENTIAL SINGLE FAMILY	Residential	7	\$3,072,645.00	\$6,908.35
RESIDENTIAL SOLAR	Residential	11	\$608,862.00	\$3,192.00
TOTAL		167	\$4,816,509.00	\$23,181.35

COMMERCIAL	43	\$2,588,494.00	\$8,588.87
RESIDENTIAL	167	\$4,816,509.00	\$23,181.35
TOTAL COMBINED FOR THE MONTH	210	\$7,405,003.00	\$31,770.22



**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
July 2022**

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	2021 Total		2022 Total
Permanent / Temporary Addresses: <i>*Includes Master Subdivision Addresses</i>	4	47		35

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 website visit <http://hobbslidar.com> (Note: launch in Google or Firefox web browser)

July 2022

ArcGIS Enterprise Server (Update):

ArcGIS Performance Issues: On July 1st the GIS Division started experiencing issues with using data from the GIS server. After several hours of tech support calls with ESRI the problem was traced back to the virtualized server's hardware. After informing IT about this, they informed the GIS Division that they had a power spike on June 30th that was causing the computer resources to be cut in half. IT increased the core count on 2 of the 3 virtual GIS servers, and this seemed to fix the issues at the time. However, this server performance issue continued throughout most of July, but in the last week of July no further issues have made themselves known.

Offsite FTP: On July 18th the GIS Division requested an update on the request for an FTP server that dated back to Oct 2021. In this update, the IT Department informed the GIS Division that they were unable to complete the request after "several hours of work". As such the GIS Division took 2 hours on the afternoon of July 18th to sign up for a web hosted FTP trial, configure the base station, and got the cloud FTP to accept data pushed to it by our base station. On the 19th the GIS requested IT's help in procuring services from the cloud FTP service provider, as per AR 15-02. The GIS Division will start using the FTP with utility franchisees as soon as the FTP site is moved from the trial to a paid plan.



**ENGINEERING / PLANNING
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GIS Boilerplate and Field Data Collections: In early July it was discovered that the contractor doing the underground utilities at the new hospital had failed to alert the City of Hobbs of the installation. This resulted in a week-long scramble by the Engineering Dept. and GIS Division to collect what information we can before the opening of the facility. To help prevent this from happening again, the GIS Division is working on updating our GIS Boilerplate, which goes over what the City of Hobbs needs to collect in the field, and adding a Field Data Collection section on our webpage, which will have info on our Boilerplate and feature code library. The work on both should be completed by the end of August.

Downloadable Maps and Data on Website (Update): The GIS Division's webpage was updated by IT with direct links to the new maps on July 11th. The GIS Division is working on updating a few additional items on the webpage to offer better self-service options to the public, including the Title 16 data.

Quarterly Water Model: On July 12th the Utilities Dept. requested that the GIS Division create its quarterly groundwater model. These models are used to show the current calculated state of the groundwater level at the WWTP and Nadine sites. The finalized models were proved back to Utilities on July 24th.

PLANNING DEPARTMENT:

The following is a summary of the historical growth statistics.

City of Hobbs Growth Statistics								
	2014	2015	2016	2017	2018	2019	2020	2021
Land Development								
Annexations	101.9	1.37	1.31	0	163.23	0	1.3	0
Subdivisions (51)	3	8	1	3	1	5	4	6
Lots Gained	92	304	102	13	42	186	197	160
Summary Subdivisions	43	44	33	42	31	47	41	31

City Commission Planning Summary:

July - The City Commission reviewed and considered the following:

- Approved a Development Agreement with Lemke Development Inc., Concerning the Development of Market Rate Single-Family Housing.
- Published a proposed Ordinance Annexing a Tract of Land located SW of the intersection of Millen & Ja-Rob.



ENGINEERING / PLANNING
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- Published a proposed Ordinance Annexing a Tract of Land located SE of the intersection of Allegra & Grimes.
- Approved the 2024-2028 Infrastructure Capital Improvement Plan.

Planning Board Summary:

July - The Planning Board considered 8 Items:

- Review and Consider a Special Use Map Amendment to create a Recreational Vehicle Park (RVP) Planning District per MC 18.04, located Southeast of the intersection of Navajo and Fowler at 301 E. Navajo.
- Review and consider a front yard fence height variance for 4401 W. Business Park Boulevard. Business Park at this location is classified as a Minor Arterial and between Lovington Highway and Millen either meets or exceeds the required ROW width of 110'. The COHMTP requires a 25' front yard setback for fences on a Minor Arterial, the new Fence is proposed to be a 6' solid wall R-Panel Fence located at the PL (Variance Approved).
- Review and Consider Dedication Plats for properties located east of 1101 W. Joe Harvey.(Approved)
- Review and Consider Preliminary Plan for The Bender Trails Subdivision, as submitted by property owner, Nadeem Kassis.(Approved)

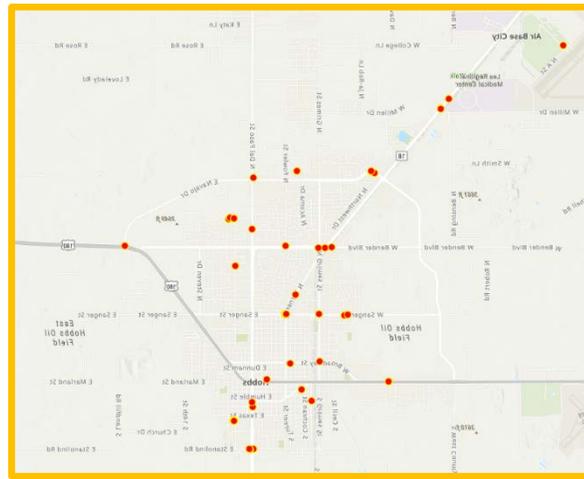
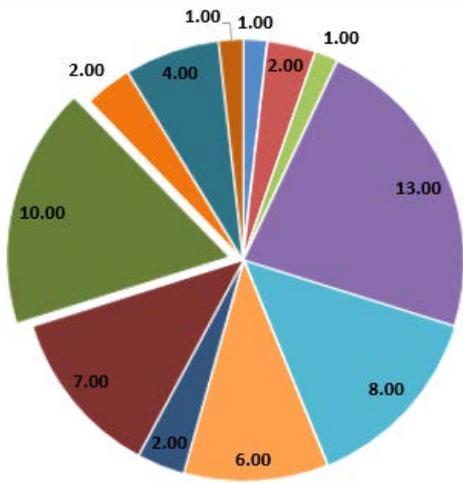


**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
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TRAFFIC DIVISION:

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

Total 1,326 tracked intersections



- 16. Visor Replace = 1
- 19. Ped Push Button Repair / Replace = 1
- 26. Sign Install / Service = 8
- 28. Pole & Anchor Replace = 2
- 36. 811 / Line Spot Hours = 10
- 39. Call Outs = 4

- 18. LED Module Replace = 2
- 23. New Sign Made = 13
- 27. Pole Straighten / Re-bolted = 6
- 32. Int in Flash or Malfunction = 7
- 37. Traffic Counter / Speed Study = 2
- 43. Battery Backup System Service = 1

Major Damage:

- A Traffic Signal mast arm (Turner/Snyder, Northbound), was taken down due to damage caused by normal wear-and-tear. A temporary signal trailer has been placed for operation until a replacement is located. Cost is yet to be determined, as we are still waiting for quotes.
- A Signal controller cabinet and battery backup cabinet with all internal components and batteries, (Broadway/Grimes), was replaced due to being struck by a vehicle on July 2nd. Cost was estimated to be \$25,046 (not including labor).

General Services – Building Maintenance

Work performed by City Carpenters

5	Door locks and door closer adjusted
8	Installed brackets and TVs
3	Door lock repaired
28	Roof inspections
14	Ceiling tile replaced
2	Moved furniture
5	Building repairs
1	Roof repairs
36	Work orders

Location of work performed

7	City Hall
4	Police Department
2	Senior Center
1	McAdams Restroom
3	Library
1	Municipal Court
3	Animal Adoption
3	Rockwind
2	State Police
1	Annex
4	Crime Lab
2	F.S. 1
1	F.S. 2
1	F.S. 3
2	DA Building
2	City Jail
1	Cemetery

Break down of work performed by the Electricians

3	Light repairs
46	AC repairs
11	General electrical work
13	CORE work

Location of work performed

13	CORE
4	Library
4	City Hall
1	Annex
7	PD
5	DA building
9	Rockwind
1	Parks
2	Senior center
3	AAC
6	Utilities

July - 2022
General Services - Garage

In July - 2022 The City Garage had a total of 218 Repair Orders/Invoices. Of the 218 R.O./Invoices, 143 were repaired in house and 75 were out sourced. The monthly total outlay for the garage as well as subcontracted parts and labor totaled \$ 48,109.70 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	4	20.00	374.00	2,680.56	3,330.00	6,404.56
Instrument/Gauges	0	0	0.00	0.00	0.00	0.00	0.00
Complete Wash	2	3	0.00	51.00	126.97	0.00	177.97
Filters	5	5	108.82	204.00	396.61	0.00	709.43
Service Calls	24	0	0.00	2,210.00	0.00	0.00	2,210.00
Miscellaneous Maintenance	38	19	539.69	2,210.00	3,486.97	613.00	6,849.66
Brakes	7	3	778.26	510.00	441.72	0.00	1,729.98
Steering	1	1	0.00	34.00	276.30	0.00	310.30
Suspension	0	2	0.00	0.00	0.00	209.94	209.94
Tires	17	15	2,848.80	1,258.00	3,358.76	830.00	8,295.56
Wheels/Hub	2	0	289.90	238.00	0.00	0.00	527.90
Transmission	1	0	30.00	34.00	0.00	0.00	64.00
Antifreeze	0	0	0.00	0.00	0.00	0.00	0.00
Charging System	15	3	2,081.57	952.00	670.75	0.00	3,704.32
Cranking	0	0	0.00	0.00	0.00	0.00	0.00
Ignition	0	2	0.00	0.00	224.82	0.00	224.82
Lighting	3	1	22.11	238.00	172.64	0.00	432.75
Preventive Maintenance	19	12	1,366.86	1,615.00	1,189.90	0.00	4,171.76
Exhaust	0	0	0.00	0.00	0.00	0.00	0.00
Fuel System	1	1	115.19	68.00	79.33	525.00	787.52
Engine	2	3	43.65	442.00	5,732.58	4,830.00	11,048.23
Hydraulics	0	0	0.00	0.00	0.00	0.00	0.00
Differential	0	0	0.00	0.00	0.00	0.00	0.00
Lift Mechanism	0	0	0.00	0.00	0.00	0.00	0.00
Radio Equipment	0	0	0.00	0.00	0.00	0.00	0.00
Sweeper Brooms	1	0	200.00	51.00	0.00	0.00	251.00
Towing Vehicles	0	0	0.00	0.00	0.00	0.00	0.00
Accident Repair	0	1	0.00	0.00	0.00	0.00	0.00
Safety Recall	0	0	0.00	0.00	0.00	0.00	0.00
Warranty	0	0	0.00	0.00	0.00	0.00	0.00
Monthly Total	143	75	8,444.85	10,489.00	18,837.91	10,337.94	48,109.70

	# of R.O./Inv	Parts	Labor	Total
City Garage	143	8,444.85	10,489.00	18,933.85

Vendor		75	18,837.91	10,337.94	29,175.85
		218	27,282.76	20,826.94	48,109.70

Street Department Monthly Report

Break down of work performed by the Street Department Crew:

Man Hours	Activity
368 HRS.	Street Sweeping
16 HRS.	Building Brooms
112 HRS.	Cold Mix Patching
336 HRS.	Alley Maintenance
142 HRS.	Storm Sewers and Inlets
228 HRS.	Equipment Maintenance
64 HRS.	Maintenance
64 HRS.	Welding Shop
112 HRS.	Hot Mix
120 HRS.	Stocking Material
72 HRS.	Meetings
104 HRS.	Cement
136 HRS.	Hauling Trash

The total amounts of material hauled or used:

Quantity	Material
344 YDS.	Sweepings
6 YDS.	Millings
252 YDS.	Alley Material
9 YDS	Cold Mix Used
444 YDS	Trash Hauled
3 YDS.	Hot Mix Used

Calls responded to:

Number	Type
15	Dispatched – accidents, spills, debris
7	Complaints
2	Block Party Barricades

FIRE SUPPRESSION/PREVENTION

July 2022

ALARMS

Alarms (City)	292
Alarms (County)	20
Total Alarms	312*

* 176 calls were fireworks related

ZONES

Zone 1 (NW City) 112	Zone 5 (NW County) 8
Zone 2 (NE City) 117	Zone 6 (NE County) 6
Zone 3 (SE City) 34	Zone 7 (SE County) 1
Zone 4 (SW City) 29	Zone 8 (SW County) 3
Out of District 2	

TURNOUT TIMES (Dispatch to Enroute)

Station 1	1:22
Station 2	1:35
Station 3	1:17
Station 4	0:49
Average	1:15

AVERAGE RESPONSE TIME (Dispatch to Arrival)

Station 1	4:34
Station 2	5:57
Station 3	4:12
Station 4	5:16
Average	4:59

PREVENTION PROGRAMS

Fire Investigations	7
Fire/Safety Inspections	60
Smoke Detectors Installed	10
Public Education Activities	1
Plan Reviews	8
Burn Permits Issued	1

FIRE RESPONSE BY STATION

Station 1	75
Station 2	119
Station 3	97
Station 4	21

MOST COMMON DAY/TIME

Monday (2100 – 2159 hours)

FIRE DEATHS/INJURIES

Fire Deaths - 0
Fire Injuries - 0

STRUCTURE FIRES

Structure Fires - 3

FALSE ALARM RESPONSE

False Alarms - 17

TRAINING HOURS

Fire Training	1095
EMS Training	56

EMS RUN BREAKDOWN

City Response	787
County Response	71
Total Responses	858

ZONES

Zone 1 (NW City)	370	Zone 5 (NW County)	29
Zone 2 (NE City)	137	Zone 6 (NE County)	33
Zone 3 (SE City)	142	Zone 7 (SE County)	2
Zone 4 (SW City)	138	Zone 8 (SW County)	7

AVERAGE RUN TIMES

Enroute:	1:49
At Scene:	4:55
On Scene Time:	19:18
To Destination:	17:21
Back in Service:	28:00

MOST COMMON DAY/TIME

Saturday – 141 calls for service
Sunday – 29 calls from 18:00 –20:59 hours

MOST COMMON COMPLAINT

Breathing/Respiratory and Falls - 69

OUT OF TOWN TRANSFERS

Lubbock	19
Midland	2
Odessa	3
Roswell	7
Carlsbad	4
Airport	15

CARDIAC ARREST RESPONSES

Cardiac Arrest	5
ROSC	0
ROSC = Return of Spontaneous Circulation	

EMS BILLING

Billed	\$119,829.07
Collected	\$

Highlights for the month of July

- 180 total fireworks calls during the four day Firework Patrol (July 1 – 4)
- 3 Firework related citations issued
- Fire Chief presented at Chamber of Commerce Quarterly Luncheon
- WIPP training for all personnel
- Hazardous Materials Awareness & Operations completed for 6 new hires
- Completed ICIP requests
- Submitted 2022 First Responder Grant application through Oxy
- Submitted Conoco Phillips Grant



Hobbs Express

Monthly Report - JULY 2022

Passenger Activity	<i>Prior Month</i>	<i>Reporting Month</i>
	Jun-22	Jul-22
No. of Elderly Passengers	596	575
No. of Non-Ambulatory Passengers	185	152
No. of Disabled Passengers	212	213
No. of Other Trips	1475	1684
Total Passenger Trips	2468	2624

Total Bus Route Trips	1898	2126
Total Demand Response/Paratransit Trips	570	498
Total Passenger Trips	2468	2624

Vehicle Statistics	<i>Reporting Month</i>	<i>Reporting Month</i>
	Jun-22	Jul-22
Total Vehicle Hours	863.75	829.75
Total Vehicle Miles	12,155	11,562

Revenue Collected	<i>Prior Month</i>	<i>Reporting Month</i>
	Jun-22	Jul-22
Total Fares Collected	\$0.00	\$0.00



HOBBS POLICE DEPARTMENT

August 1, 2022

To: Chief August Fons
 Captain Shane Blevins
 Lieutenant Marina Barrientes

From: Code Enforcement Superintendent Jessica Silva

Subject: Code Enforcement End of Month Report (July 2022)

CODE ENFORCEMENT END OF MONTH REPORT (July 2022)

Code warnings	437
Code citations	80
Code calls	676
Animal warnings	30
Animal calls	267
Animal citations	21
Inoperable Vehicles	18
Parking Violations	30

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

Accredited By The
 New Mexico Law Enforcement Professional Standards Council



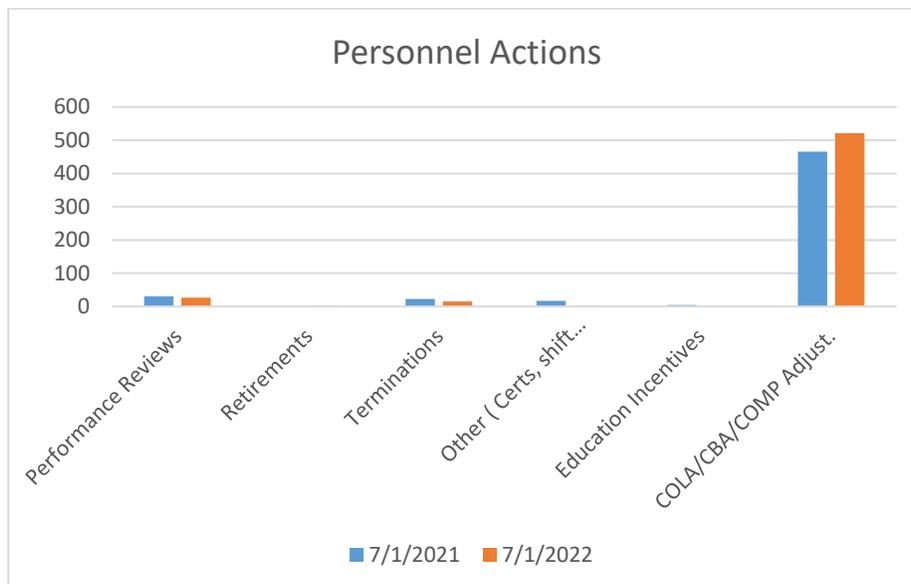
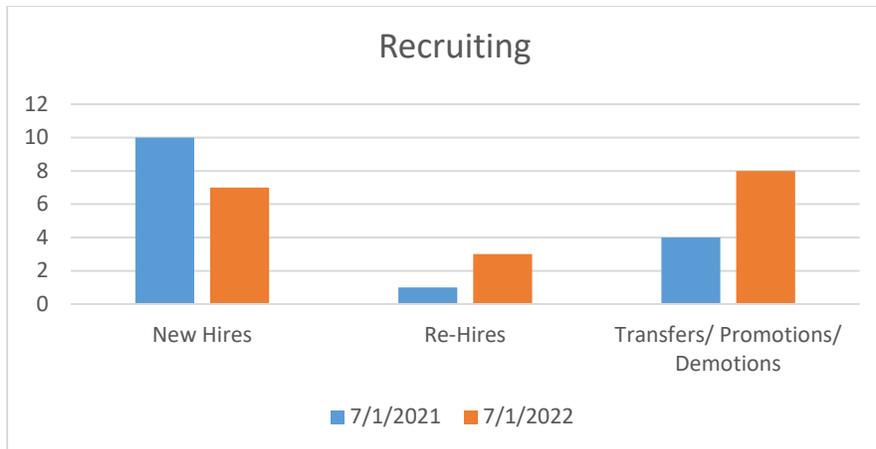
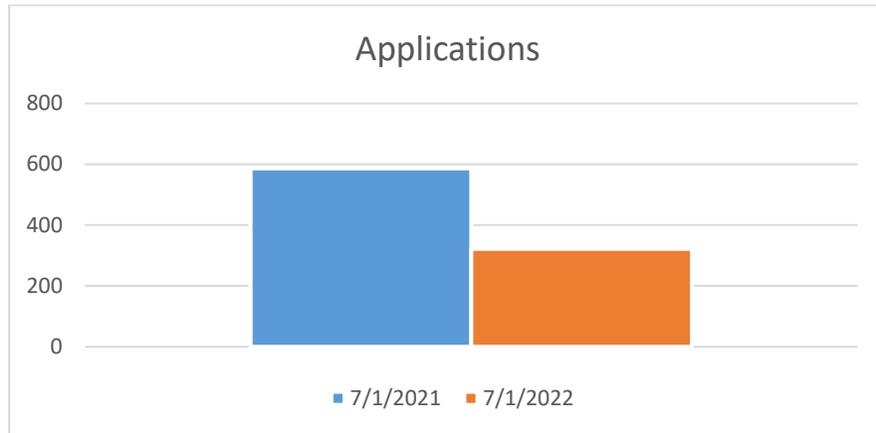
August 2, 2022

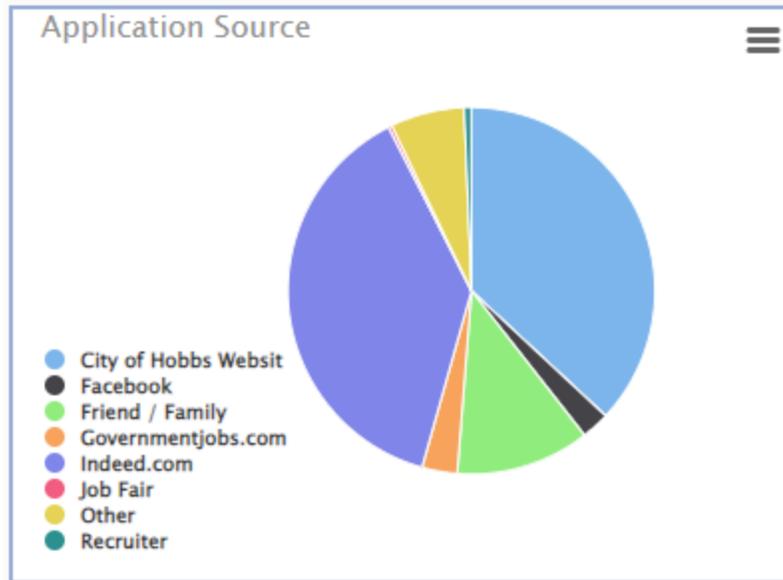
To: Chief Fons

From: Susan Santa, Acting Records Administrator

Re: July 2022 Records Numbers

- Uniform Traffic Citations 202
- Warning Citations 60
- Misdemeanor Citations 3
- Arrest Reports 170
- Completed Reports 645
- Completed Supplements 314
- Completed Accident reports 64
- Criminal Trespass 61
- Warrants 193
- Recalled warrants 44
- IPRA Requests 322
- Discovery Requests 123





New Position Postings for July

SR ENGINEERING TECH
 ACCOUNTS PAYABLE TECHNICIAN
 CORE CUSTODIAL SUPERVISOR
 CORE MAINTENANCE SUPERVISOR
 FACILITY MAINTENANCE TECHNICIAN
 GOLF MECHANIC
 TRAIL MAINT LEAD WKR
 HR SPECIALIST
 LIBRARY PAGE (PART TIME)
 PARKS EQUIPMENT MECH

PARKS MAINT WORKER
 PARKS SPECIALIST
 POLICE DEPUTY CHIEF
 IT SECURITY SPECIALIST
 POLICE COMPUTER SPECIALIST
 RECORDS ADMINISTRATOR
 HOBBS EXPRESS DRIVER (CDL)FT/PT
 LEAD TEEN REC WORKER
 UTILITY MAINTENANCE
 METER READER

Safety Skills Training:

- Hazard Communication

Team Involvement:

- Tracy South attended a Background Investigations for Police Applicants course provided by Law Enforcement Seminars, LLC
- Nicholas Goulet participated in the Labor Management Relations Board meeting

Information Technology Department

Christa Belyeu – 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

- 74 Request for service
- 85 Completed
- 2 Bulletin Board related
- 1 Camera related
- 13 Email related
- 12 hardware related
- 1 internet related
- 0 network related
- 5 password resets
- 2 phone related
- 7 radio related
- 1 projects related
- 21 software related
- 10 User Setup
- 15 webpage related
- 2 other

Special accomplishments:

- Installed 2 new computers.
- CONFIGURE NEW CISCO SWITCH TO REPLACE JUNIPER IN PD SERVER ROOM ATTACHED TO VIRTUAL ENVIRONMENT
- Hobbs Express webpage revamp



CITY ATTORNEY'S OFFICE

200 East Broadway
Hobbs, New Mexico 88240

575-397-9226
575-391-7876 fax

ATTORNEY/CLIENT PRIVILEGED INFORMATION PURSUANT TO RULE 16-106 NMRA

CITY ATTORNEY'S REPORT

July 2022

Mission Statement:

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

Duties Required by Law:

The City Attorney's duties are outlined in Hobbs Municipal Code Section 2.08.070. In compliance with those duties, the City Attorney's Office provided assistance and legal advice both verbally and in writing to the Mayor, City Commission, City Manager, department heads, and staff on various legal topics for the month of July. The substance of this advice is not disclosed herein as it likely constitutes "Attorney/Client Privilege" pursuant Rule 16-106 NMRA.

Public Meetings:

In an effort to provide legal guidance to the City Commission and all advisory boards, each attorney with the City Attorney's Office is required to serve as legal advisor to an assigned public body. The role of the assigned attorney is not to conduct the affairs of the public body, rather, it is to ensure compliance with the Open Meetings Act (NMSA 1978, §10-15-1, et seq.) and the various sections of the Hobbs Municipal Code that apply to the given public body.

For the month of July 2022, the public meetings attended by the City Attorney's Office were:

- ❖ Hobbs City Commission – Efren Cortez(7/5 and 7/18)(closed session 7/5)
- ❖ Cemetery Board – Efren Cortez (N/A)
- ❖ Community Affairs Board – Rocío Ocano (N/A)
- ❖ Library Board – Rocío Ocano (7/5)
- ❖ Lodger's Tax Board – Valerie Chacon (7/13)
- ❖ Planning Board – Valerie Chacon (N/A)
- ❖ Utilities Board – Valerie Chacon (7/21)
- ❖ Labor Relations Board – Rocío Ocano (7/7)
- ❖ Veterans Advisory Board – Efren Cortez (N/A)

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

- ❖ Public Hearings/Presentations 2
- ❖ Agenda Items drafted 6
- ❖ 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 7
- ❖ Contract Review 14

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, calendar all events for the attorneys, gather all necessary documents for litigation, assist in the management of the budget, and conduct various other tasks that greatly assist operations for the City Attorney's Office. Assistant City Attorney, Rocío A. Ocano, prosecutes all criminal matters filed in the Hobbs Municipal Court. Deputy City Attorney, Valerie S. Chacon, represents the City of Hobbs in property disputes, employment matters, and other civil issues. City Attorney, Efren A. Cortez, advises management and elected officials on legal issues and also oversees operations of the City Attorney's Office.

For the month of July 2022, the litigation activity of the City Attorney's Office was as follows:

Criminal Litigation:

- ❖ Pretrial Release Hearings: 0
- ❖ Probation Violations: 0
- ❖ Pretrials (Pro Se): 178
- ❖ Pretrials (Attorney): 20
- ❖ Trials: 109
- ❖ Dangerous Dogs/Petitions: 1
- ❖ DWI Cases: 8
- ❖ Shoplifting Cases: 3
- ❖ Appeals in District Court: 0
- ❖ Criminal Pleadings (Mun/Dist.) 22
- ❖ Subpoenas: 44
- ❖ Clio Case Entries: 26
- ❖ Discovery Submissions 54

Property Matters:

❖ Condemnation Reviews	0
❖ Property Purchases Reviews	0
❖ Property Contract Doc Reviews	0
❖ Property Correspondence	0
❖ Foreclosures Filed	0
❖ Property Liens Filed	0

Civil Litigation:

❖ Civil Pleadings	11
❖ Civil Depositions	2
❖ Civil ADR:	0
❖ Demand Letters:	1
❖ Misc. Hearings (State/Fed.):	3
❖ Discovery Submissions:	2

Miscellaneous:

❖ Trainings:	0
❖ Witness Interviews:	5
❖ In-office consultations:	32
❖ Letters/Correspondence:	1,241

Areas of Notoriety:

- ❖ The City Attorney’s Office conducted a mock trial to promote interaction and understanding of the legal process by City staff.
- ❖ The City Attorney’s Office helped obtain final approval of a new Collective Bargaining Agreement with the Hobbs Police Officers Association (I.U.P.A. Local 701).
- ❖ On July 18, 2022, the City Attorney’s Office moved to rescind the condemnation status of the property located at 118 North Jefferson after the property was cleaned by the owner.

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

Respectfully,

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

CITY MANAGER'S REPORT

July, 2022

Hobbs Public Library

CIRCULATION: 5,480

CIRCULATION BY MATERIAL TYPE:

Books and Periodicals	3,533
Audio Books & Music	184
DVDs	1,377
E-Books/E-Audio (OverDrive & Gale)	386

CIRCULATION BY PATRON TYPE:

Adult	3,293
Juvenile	908
Senior Citizen	820
Used in Library	459

CIRCULATION WITH OTHER LIBRARIES:

	Borrowed	Loaned
Interlibrary Loans	9	6
ELIN Loans	20	10

Total Children's Items Circulated 2,106

Total Adult Items Circulated 2,988

Patron Visits	2685
Overdue Notices Sent	756

PROGRAMS & PUBLIC SERVICES:

Programs Provided	1
Attendance	18
Passive Programs Provided	8
Passive Programming Participation	271
Meeting Room Use	16

Facebook Page Reach	2405
Web Site Usage	4333
HPL Database Usage	1346
Reference Questions	134
Public Computer Use	419
Board Games	1

PATRON PROFILES:

Adult	17,940
Juvenile (Under 18 Years)	3,419
Senior Citizens (62+ Years)	2,467
Temp ELIN	2,135
Total Active Borrowers	25,961

RECEIPTS:

Materials Paid For	\$46.00
Fines & Fees	\$650.86
Copy Machine & Public Printouts	\$340.00
Total	\$1,036.86

Library Patrons Added This Month 49

ITEMS ADDED:

Total Items Added	383
Items Weeded	515

HOLDINGS:

Total Library Holdings 157,766

City Manager's Report
Municipal Court – July 2022

Monthly Cases:

Traffic Citations	182
Misdemeanor Citations	35
Environmental Citations	94
Fire Code Violations	3
AGG. DWI	1
DWI – 1 ST	<u>2</u>
Total	317

Courtroom Activity:

Video Arraignments (Jail)	75
Court Appearances – A.M.	13
Court Appearances- P.M.	120
Virtual Court	4
Pretrial Court Appearances – A.M.	32
Pretrial Court Appearances – P.M.	40
Attorney Pretrial	11
Trial/Change of Plea Cases	<u>19</u>
Total	314

Other Activity:

Summons issued	1624
Warrants issued	<u>223</u>
Total	1847

Fines/Fees Assessed:

Fines	\$101,240
Penalty Assessment Fee	1,390
Automation Fee	2,046
Judicial Education Fee	1,023
Correction Fee	6,840
DWI Prevention Fee	225.00
DWI Lab Fee	<u>255.00</u>
Total	\$113,019.00

Fines/Fees Collected:

Fines	\$24,768.66
Penalty Assessment Fee	2,428
Automation Fee	2,417.32
Judicial Education Fee	1,203
Correction Fee	7,750.02
DWI Prevention Fee	381.00
DWI Lab Fee	<u>370.00</u>
Total	\$39,318.00

Membership & Participation Detail

Member Visits	20,548
Guest Visits	5,392
Classes	58
Programming	-
Tour Participants	28
Private Rentals (28)	\$11,446.24 in revenue
Memberships Sold in Month	560

Senior Center

The Senior Center continues the very important mission of providing services to the senior citizens in the community. Below is some information for July 2022:

	<u># Meals</u>	<u>Donations Received</u>
July 2022 Congregate Meals Served	1,209	\$1,540.61
July 2022 Grab N Go Meals	826	\$ 378.00
July 2022 Home Delivered Meals Served	1,828	\$1,125.00
July 2022 Frozen Meals Delivered	<u>185</u>	<u>\$ ---</u>
June 2022 Totals	4,048	\$3,043.61
June 2022 Totals	4,083	\$3,040.92

Any meals leftover from the Home Delivered or Grab N Go meals are frozen. On Fridays, these frozen meals are distributed to the most vulnerable Home Bound Clients for weekend meals. During July 2022, a total of 185 frozen meals were distributed. The Hobbs Senior Center served 378 seniors a total of 4,048 meals for the month. With a total of 21 serving days in May, the daily average of meals served was 202.

Duplicate Recreation Activities:	608	Exercise:	428
Transportation:	267	Assessment/Reassessment:	114

Recreation

- Hosted the Community 4th of July Celebration, to include a Movies Under the Stars event, at McAdams Park. This event, to include the Fireworks Display and movie, was moved to Friday, July 1, by the fireworks vendor based on available staff.
- Both the Summer Recess and Summer Sports programs concluded very successful summers. Summer Recess at Houston Middle School, and Summer Sports at Ralph Tasker Arena and adjacent facilities.
- The Summer Journey Through the Arts program continued in July with 18 art students in each of the two classes.

- Summer Adult Art classes also continued in July with a total of 34 students registered for these classes.
- There were 72 Park Pavilion Reservations during the month of July.

Aquatics

- Seasonal Pools and Splash Pads continued operations in July.
- In July, 282 young boys and girls participated in Swim Lessons.
- Aquatics Supervisory Staff continue to hold in-service trainings at the CORE for all Lifeguards.
- The Tsunami Swim/Dive team had 15 swimmers and 3 divers participating in July.

Rockwind Community Links Clubhouse

July was a very solid month for Rockwind Community Links. Over 2,300 rounds were played and more than \$100,000 in revenue was generated. A total of four events were held during July: the Notah Begay Junior Event, The Southeastern New Mexico Junior Open, HHS Quarterback Club Tournament, and the Rockwind Pro-Am.

Department	Qty	Retail Value	Discount	Pre-Tax Value	Cost Of Goods	Tax TTL	Extension
Golf Equipment Rentals	51	\$656.89	\$0.00	\$656.89	\$0.00	\$33.11	\$690.00
Driving Range	606	\$2,277.26	\$0.00	\$2,277.23	\$0.00	\$115.24	\$2,392.50
Golf Cart Rental Fees	1672	\$23,920.78	\$0.00	\$23,920.78	\$0.00	\$1,206.70	\$25,127.48
Green Fees	2364	\$29,340.73	\$0.00	\$29,340.73	\$0.00	\$1,478.79	\$30,819.52
Hard Goods Sales	838	\$19,609.33	(\$149.15)	\$19,460.18	\$14,215.25	\$972.88	\$20,433.06
Membership Fees	1	\$761.90	\$0.00	\$761.90	\$0.00	\$38.10	\$800.00
Soft Goods Sales	769	\$19,885.02	(\$891.72)	\$18,993.30	\$11,467.04	\$950.73	\$19,944.03
Food & Beverage	116	\$219.44	(\$2.14)	\$217.30	\$70.04	\$11.45	\$228.75
Totals for Revenue	6417	\$96,671.35	(\$1,043.01)	\$95,628.31	\$25,752.33	\$4,807.00	\$100,435.34
Grand Total:	6417	\$ 96,671.35	\$ (1,043.01)	\$ 95,628.31	\$ 25,752.33	\$ 4,807.00	\$ 100,435.34

KEY PERFORMANCE INDICATORS

Jul-22

Total Pre-Tax Revenue	\$95,628.31
Total Rounds	2364
Avg Green Fee plus Cart Fee per Round	\$22.85
Total Merchandise Sales	\$38,453.48
Merchandise Sales Per Round	\$16.27
F&B Sales Per Round	\$ 0.09
COGS Hard Goods	73%
COGS Soft Goods	60%
COGS F&B	32%
Rounds w/Carts	71%
Total Revenue per Round	\$ 40.45

GREEN FEE BREAKDOWN

EZLinks Prepaid	
GolfNow Prepaid	3
Summary for EZLinks Prepaid	<u>3</u>
Player's Pass 18 Walk	210
Summary for Player's Pass	<u>210</u>
Li'l Rock Adult Resident	242
Li'l Rock Adult Non-Resident	0
Li'l Rock Jr. Comp w/Adult	9
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	0
FootGolf Adult	0
FootGolf Junior Comp	0
Summary for Par 3	<u>253</u>
Public 18	115
Public 9	3
Public Junior	6
Public Senior	21
Public Twilight	47
Public Replay	2
Specials	0
Youth on Course	0
PGA/GCSAA COMP	0
Summary for Public	<u>194</u>
Punch Pass	55
Summary for Punch Pass	<u>55</u>
Rain Check	0
Summary for Rain Check	<u>0</u>
Resident 18	760
Resident Junior	7
Resident Senior 18	169
League Fee	91
Complimentary Round	27
Resident Twilight	174
Team Practice Round	5
Resident 9	184
Marshal/Team Green Fee	10
Resident Replay	4
Summary for Resident	<u>1431</u>
Tournament Fees	2
Summary for Tournament - Public	<u>218</u>
Grand Total:	2364

Teen Center

- The Teen Center hosted a Teen of the Month event.
- Teen Center staff also participated in the CORE's Health Fair event during July to get word out to teens about all the programs, activities, and events offered at the Teen Center.
- During July 2022, the Teen Center had increased participation and registration.
- Staff continues to offer rides home for teens who attend the Teen Center in the evening.

City Manager – July Report

2022



IT ALL HAPPENS HERE.™

1. Cemeteries had 15 interments
2. Cemetery staff & Utilities Dept increased water pressures on the incoming effluent water supply line from 35psi to 58psi
3. 18 reports of Graffiti this month
4. Our crews were very busy cleaning up from firework trash and debris left by those who visited parks and open spaces for a week around July 4th
5. July 4th Event was held at HIAP and McAdams Park on July 1st
6. Youth baseball had 96 teams attend a tournament
7. Rockwind had several tournaments
8. High School Varsity baseball field backstop was raised two blocks and work has been completed
9. Parks hot-house roof was replaced
10. Uptick in homelessness and issues citywide
11. Irrigation repairs at McAdams Park Lake
12. Leonard Trevino – Mechanic Retired 7-31-2022 with 20 years of service



**Parks & Open Spaces Department
July 2022**





RISK MANAGEMENT REPORT

July 2022

- Reviewed & processed for payment, monthly invoices for Work Comp/Liberty Mutual, General Liability/Travelers.
- Participated in conference calls with insurance companies and assigned adjusters to review on-going claims.
- Reviewed insurance monthly loss runs report.
- Reviewed & processed for payment 6 applications for inspection bond.
- Met with insurance agents to review renewal applications/process.
- Started the process of filling out applications for insurance renewals.
- Verified and updated all property schedules.
- Reviewed 43 Incident Reports from various city departments, associated police reports and video footage; established claims where required.
- Reviewed 17 property damage incidents on behalf of the City of Hobbs.
- Sent 1 demand letters for at fault claims.
- Received and reviewed Tort Notices.
- Issued multiple purchase orders to repair city vehicles.
- Completed required monthly safety training.
- Attended Commission meetings.

UTILITIES DEPARTMENT

WATER DEPARTMENT		2021	2022	
CLASS	<u>ACTIVE</u> <u>ACCOUNTS</u>	<u>Billed gallons</u> <u>June 2021</u>	<u>ACTIVE</u> <u>ACCOUNTS</u>	<u>Billed gallons</u> <u>June 2022</u>
Residential	11,684	143,665,743	11,741	155,440,272
Commercial	1,819	53,242,258	1,795	55,045,780
City Accounts	210	30,787,537	209	35,374,962
School Accounts	58	12,483,526	61	8,437,283
Irrigation	264	11,614,692	266	13,527,114
Unbilled Maintenance		3,500,000		1,500,000
	14,035	255,293,756	14,072	269,325,411

LABORATORY	July 2021	July 2022
Total Drinking Water Tests	45	51
Total Wastewater Tests	781	712
Liquid Waste Received (gallons)	266,720	78,970

WASTEWATER RECLAMATION FACILITY		
Influent (Million Gallons)	91.594	99.679
Effluent (Million Gallons)	84.642	92.939
Solids Removed (Dry Pounds)	75,103	63,898

WATER PRODUCTION REPORT - JULY 2022

WATER PRODUCED	
Total monthly water produced, million gallons	285,242,000
Total monthly water distributed, million gallons	282,203,000
CHLORINE	
Monthly chlorine average residual, milligrams/liter	0.57
Monthly chlorine gas dosed to system (lbs)	2,210
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 JULY 2022

WORK DESCRIPTION

Meter lid replacement	60
Meter box replacement	45
Meter stop / valve replacement	25
Meter change out 3/4"	20
Meter change out 1"	0
Meter change out 2"	0
Meter change out 3"	0
Meter change out 4"	0
Meter change out 6"	0
Set new 3/4" meter	30
Set new 1" meter	0
Set new 2" meter	0
Set new 3" meter	0
Set new 4" meter	0
Set new 6" meter	0
Service lateral leaks/repair	60
Service lateral replacement	6 qty - 150 feet
New Service Lateral	10 qty - 110 feet
Low water pressure investigation	2
Water quality investigations	0
Main line leaks/repair	15
Main line replacement (feet)	40
Valve maintenance	75
Valve new install/replacement	25
Fire hydrant maintenance	200
Fire hydrant repair/replacement	5
Fire hydrant meter maintenance	1
Fire hydrant meter set	4
New fire hydrant installed	2
Vehicle/equipment maintenance hours	20
Unaccounted/unmetered water loss	1,500,000
Miscellaneous afterhour calls	5
Emergency Call Outs (From 5:00pm to 7:00am)	68

WORK DESCRIPTION

QUANTITY

Manhole maintenance	29
Manholes cleaned	15
Sewer main line cleaned (feet)	18,561
Sewer stoppages	95
Sewer main line video inspections	0
Odor complaints	4
Sewer pre-treatment additives	40 gallons
Property damage from sewer	0
Sewer main line repair/replacement	8

New sewer main line installation	0
New backflow valve installation	0
Backflow valve maintenance	0
Lift station maintenance	24
Emergency call out (from 5:00 pm to 7:00 am)	105

UTILITIES MONTHLY PLUMBER REPORT JULY 2022	QUANTITY
Sewer stoppages	12
Odor complaints	3
Water leaks	10
Pool maintenance	25
Emergency call outs (from 5:00 pm to 7:00 am)	5
Core	27