



# **CITY MANAGER'S MONTHLY REPORT**

June 2022

200 East Broadway  
Hobbs, NM 88240  
[www.hobbsnm.org](http://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

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**CITY MANAGER**

City Manager  
Executive Assistant

Manny Gomez  
Julie Nymeyer

**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  
Mark Doport

**POLICE DEPARTMENT**

Police Chief  
Code Enforcement  
Animal Adoption Center

August Fons  
Jessica Silva  
Missy Funk

**GENERAL SERVICES DEPT.**

Gen. Svcs. Director  
Building Maintenance  
Electrician  
Garage  
Streets

Shelia Baker  
Tommy Trevino  
Shawn Smith  
Vacant  
Anthony Maldonado

**UTILITIES DEPARTMENT**

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

Tim Woomeer  
Bill Griffin  
Todd Ray  
Kaylyn Lewis

**HUMAN RESOURCES DEPT.**

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

Nicholas Goulet  
Tracy South  
Selena Estrada

**INFORMATION TECHNOLOGY DEPT.**

I.T. Director  
Assistant I.T. Director

Ron Roberts  
Christa Belyeu



## *CITY MANAGER'S OFFICE*

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200 East Broadway  
Hobbs, NM 88240

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

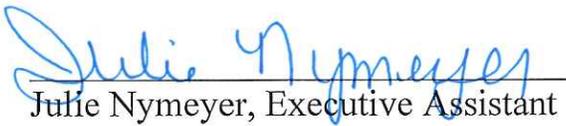
**Julie Nymeyer**  
Executive Assistant

July 28, 2022

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

Attached is the City Manager's Monthly Report for the month of June, 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.

Sincerely,

  
Julie Nymeyer, Executive Assistant



**CITY CLERK'S OFFICE**  
*Monthly Report - June 2022*

	Apr-22	May-22	Jun-22
Business Registrations -New	21	19	22
Business Registrations - New Owner	1	0	1
Business Registrations- Change of Address	1	2	0
Renewals	0	20	9
Web Payment Renewals	0	0	0
Total Business Registrations Activity	23	41	32
Active Business Registrations for the Month	2134	2153	2173
Fireworks	0	0	2
Junk Yard Licenses	0	1	0
Liquor License	0	0	0
Mobile Business Licenses	7	8	5
Pawn Brokers	0	0	1
Secondhand Dealer's Licenses	2	0	5
Solicitor's Permit	4	2	0
Temporary Vendor's Licenses	0	0	0
Cemetery Deeds Issued/Processed	25	29	31
Public Documents Notarized	67	111	111
Public Records Request	33	50	28
Regular City Commission Meetings <small>6/6/22 and 6/21/22</small>	2	2	
Special City Commission Meetings <small>6/13/22</small>	0	1	
City Commission Work Session/Closed Meetings <small>6/6/222 and 6/13/22</small>	2	2	
Notice of Potential Quorum <small>6/20/22</small>	1	1	
Resolutions and Ordinances Attested	16	17	13
Consideration of Approval	3	4	3
Total Volume of Transactions on Tyler Cashiering	372	377	334
Total Amount	\$ 381,663.56	\$ 460,898.57	\$ 406,025.22
Web Payments Online for All Departments	\$ -	\$ -	\$ -
Grand Total	\$ 381,663.56	\$ 460,898.57	\$ 406,025.22



## COMMUNICATIONS DEPARTMENT

### Monthly Report

### June 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:

- Hobbs' Fireworks Display – additional print, social media, newspaper, radio, etc. advertising across the city
- Fireworks Hotline (County)

#### **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)
- COREfest saw over 385 guests.
- 30 Day Fitness Challenge May 31<sup>st</sup> – June 30<sup>th</sup>
- Yoga Classes – Mommy & Me Yoga, Gentle Yoga, YogaFit
- 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**

- New Mexico True grant management
  - Two videos in production
  - Digital radio
  - Traditional radio



## COMMUNICATIONS DEPARTMENT

### Monthly Report

### June 2022

- Photography
- Ad creations
- Article updates

#### **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

**COMMUNICATIONS DEPARTMENT**  
**Monthly Report**  
**June 2022**

**SOCIAL MEDIA INSIGHTS**  
**for The City of Hobbs Pages**



**Facebook**  
**June 2022**

Post/Page Reach (people reached)	Followers	Page Visits
25,200 total (17% decrease)	9,410 total (66 new likes)	2,615 total (39.9% increase)



**Instagram**  
**June 2022**

Reach	Followers	Profile Visits
945 (11.2% increase)	1,979 (23 new)	175 (21.5% increase)

**Livestreamed City Commission Meetings for March 2022**

View Hobbs City Commission Meeting online at [www.hobbsnm.org/videos.html](http://www.hobbsnm.org/videos.html).

	Viewers	Total Number of Viewers	Total Minutes
Recorded Viewers	96.1%	734	1,119
Live Viewers	3.9%	30	722
Total	100%	764	1,841

# CITY OF HOBBS BUILDING DEPARTMENT

**Total Type of Construction  
for period ending June 01, 2022-June 30, 2022**

<b>Commercial</b>		<b><u>#OF PERMITS</u></b>	<b><u>VALUATION</u></b>	<b><u>FEES</u></b>
COMM MECHANICAL	Commercial	10	\$15,000.00	\$1,201.50
COMM PLUMBING	Commercial	7	\$10,500.00	\$538.50
COMM SEWER TAP & EXCAVATION	Commercial	2	\$3,000.00	\$830.00
COMMERCIAL ADDITION	Commercial	1	\$50,400.00	\$300.00
COMMERCIAL CANOPY	Commercial	1	\$75,000.00	\$768.00
COMMERCIAL DEMOLITION	Commercial	1	\$1,000.00	\$20.00
COMMERCIAL ELECTRICAL	Commercial	18	\$27,000.00	\$1,486.00
COMMERCIAL FENCE	Commercial	1	\$199,000.00	\$10.00
COMMERCIAL REMODEL	Commercial	9	\$987,477.00	\$3,072.40
COMMERCIAL RE-ROOFING	Commercial	2	\$70,000.00	\$340.00
COMMERCIAL SIGN	Commercial	6	\$97,273.00	\$672.00
COMMERCIAL TOWERS	Commercial	1	\$30,000.00	\$180.00
INDUSTRIAL EXCAVATION	Commercial	2	\$1,500.00	\$0.00
NEW COMMERCIAL	Commercial	3	\$3,329,449.00	\$5,435.33
		<b>64</b>	<b>\$4,896,599.00</b>	<b>\$14,853.73</b>

<b>Residential</b>		<b><u>#OF PERMITS</u></b>	<b><u>VALUATION</u></b>	<b><u>FEES</u></b>
RES MECHANICAL	Residential	40	\$58,650.00	\$2,945.00
RES PLUMBING	Residential	39	\$58,500.00	\$2,194.00
RES SEWER TAP & EXCAVATION	Residential	5	\$7,500.00	\$2,450.00
RESIDENTIAL ADDITION	Residential	4	\$164,000.00	\$880.00
RESIDENTIAL CANOPY	Residential	1	\$9,200.00	\$216.00
RESIDENTIAL CARPORT	Residential	1	\$7,000.00	\$72.00
RESIDENTIAL CURB CUTS	Residential	1	\$4,600.00	\$20.00
RESIDENTIAL DEMOLITION	Residential	3	\$1,000.00	\$20.00
RESIDENTIAL DRIVEWAY	Residential	1	\$2,200.00	\$20.00
RESIDENTIAL ELECTRICAL	Residential	68	\$102,000.00	\$6,238.00
RESIDENTIAL FENCE	Residential	7	\$19,100.00	\$156.00
RESIDENTIAL MANUFACTURED HOME	Residential	2	\$125,900.00	\$180.00
RESIDENTIAL REMODEL	Residential	30	\$1,180,073.00	\$5,584.00
RESIDENTIAL RE-ROOF	Residential	12	\$111,713.00	\$970.00
RESIDENTIAL SINGLE FAMILY	Residential	14	\$4,737,403.00	\$11,468.00
RESIDENTIAL SOLAR	Residential	19	\$943,058.00	\$5,112.00
RESIDENTIAL STORAGE	Residential	2	\$14,175.00	\$156.00
RESIDENTIAL SWIMMING POOL	Residential	1	\$112,225.00	\$420.00
		<b>250</b>	<b>\$7,658,297.00</b>	<b>\$39,101.00</b>

COMMERCIAL		64	\$4,896,599	\$14,853.73
RESIDENTIAL		250	\$7,658,297.00	\$39,101.00
<b>TOTAL COMBINED FOR THE MONTH</b>		<b>314</b>	<b>\$12,554,896.00</b>	<b>\$53,954.73</b>



**ENGINEERING / PLANNING  
TRAFFIC / GIS-MAPPING DEPARTMENTS  
MONTHLY REPORT  
June 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
<b>Permanent / Temporary Addresses:</b> <i>*Includes Master Subdivision Addresses</i>	5	47		31

**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)

**June 2022**

**ArcGIS Enterprise Server (Update):**

**ArcGIS Outage Map (Update):** On June 22<sup>nd</sup> the GIS Division updated the Portage Outage Map with the latest GIS data. The Portal outage map is a fallback option for mobile map users if the City of Hobbs' GIS Portal goes offline. Also, as part of this GIS Division started working on a procedure for standardizing the update process to allow for more regular updating of the Outage map(s).

**Subdivision Meeting:** On June 6<sup>th</sup> the GIS Division, Engineering Dept., and Planning Dept. held a meeting to discuss the current process for Subdivisions and what needed to change to improve inputting the data into the GIS. We discussed possible solutions to constantly changing and error-prone plats; along with changes that needed to be embraced for digital-only flat files.

**StreetScan Maps and Analysis (update):** During the week of June 20<sup>th</sup>, the GIS Division created a new set of maps for the General Services Dept. These maps show what street segments needs which type of remediation/repair for the pavement to reach an Excellent PCI score. Additionally, the GIS Division did an analysis of the Average PCI score in each Commissioner District on June 27<sup>th</sup>. This analysis was provided to the Engineering Dept. for usage and distribution to other departments.



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

**Downloadable Maps on Website (Update):** During the week of June 20<sup>th</sup>, the GIS Division worked on updating its ArcGIS Online and Downloadable maps for usage on the GIS webpage. As part of this, the GIS fully rebuilt its ArcGIS Online maps to use the ESRI Webapp builder which allows us to limit the attributes we share with the public and add our data disclaimer to the map. The maps that are now available on <https://www.hobbsnm.org/gis.html> which include an Address Look-up map (that is designed to help people figure out if they are in or out of the City Limits); Flood Zone map (Which helps people look up their address to see if they are in a flood zone); The Citizen Hand map; and the City’s Street Index Wall Map.

**The Month’s Buffer Maps:** During the month of June the GIS Division completed the following buffer maps for use in Cannabis or Liquor License application. These maps required a detailed search for church and school properties in the area of the requested address to comply with the City of Hobbs’ regulations.

TBA (728 E Bender Blvd.); TBA (220 W Bender Blvd.); TBA (228 E Navajo Dr.); TBA (115 E. Broadway St.)

**PLANNING DEPARTMENT:**

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The following is a summary of the historical growth statistics.

<b>City of Hobbs Growth Statistics</b>								
	2014	2015	2016	2017	2018	2019	2020	2021
<b>Land Development</b>								
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:**

June - The City Commission reviewed and considered the following:

- Approved a Development Agreement with ALJO, LLC, Concerning the Development of Market Rate Single-Family Housing.

**Planning Board Summary:**

June - The Planning Board considered 8 Items:



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

- Review and Consider Variance Request from MC 15.32.030 - C(2) allowing a new freestanding sign to be emplaced with a sign face in excess of 144 square feet at 228 E. Navajo.(Variance Approved)
- Review and Consider Variance Request from MC 15.32.030 - D allowing a new Billboard to be emplaced within a property containing an existing free standing sign at 521 W. Navajo.(Variance Approved)
- Review and Consider Side Yard Setback Variance as submitted by property owner for property located at 711 N. Dal Paso.(Variance Denied)
- Review and Consider Final Plat Approval for the Subdivision of Lot 6, Mid-Way Acres Subdivision, Unit Two, located within the City of Hobbs ETJ, as submitted by property owner(s).(Approved)
- Review and Consider Final Plat Approval for the Subdivision of Lot 5, Mid-Way Acres Subdivision, Unit Two, located within the City of Hobbs ETJ, as submitted by property owner(s). (Approved)
- Review and Consider Proposed Annexation of +/- 5.06 acres of property located southeast of the intersection of Alegre Drive and N. Grimes. (Approved)
- Review and Consider Proposed Annexation of +/- 8.38 acres of property located southwest of the intersection of Millen Drive and Ja-Rob Lane. (Approved)
- Review and Consider Top 10 projects for the FY 2023-2027 Infrastructure Capital Improvement Plan (ICIP). (Approved)



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

**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**

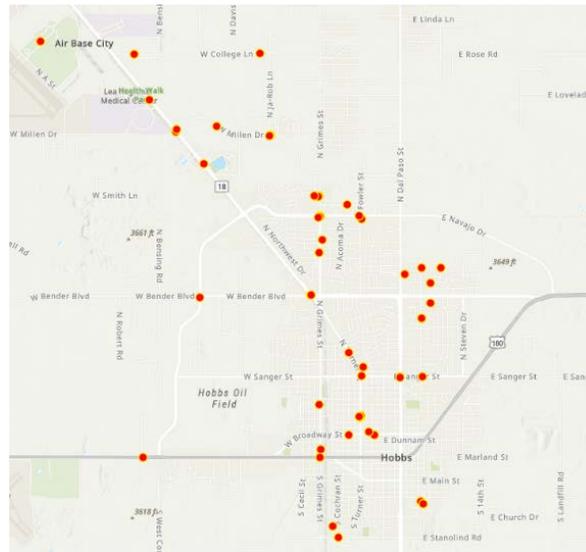
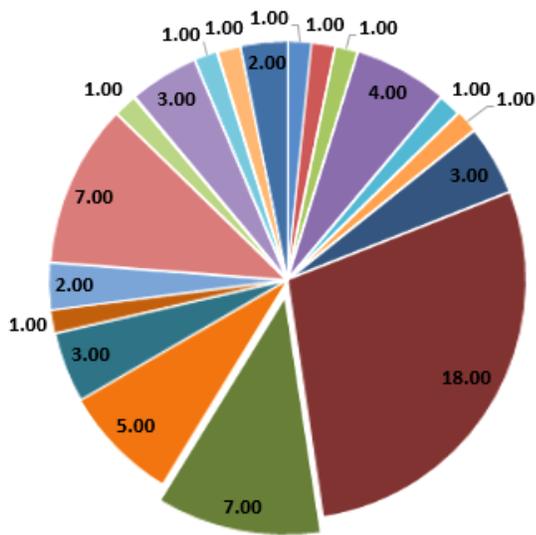


Figure 1 - Location Map of Work Performed

- |                                     |                                   |
|-------------------------------------|-----------------------------------|
| 14. Cabinet Service = 1             | 16. Visor Replace = 1             |
| 02. Minor Traffic Signal Repair = 1 | 20. Repair Communication = 4      |
| 21. School Zone Repaired = 1        | 22. Cabinet Installed = 1         |
| 23. New Sign Made = 3               | 26. Sign Install / Service = 18   |
| 27. Pole Straighten / Re-bolted = 7 | 28. Pole & Anchor Replace = 5     |
| 32. Int in Flash or Malfunction = 3 | 33. Cabinet Clean / Inspected = 1 |
| 35. Power Outage Affected = 2       | 36. 811 / Line Spot Hours = 7     |

**Major Damage:**

No major damage this month

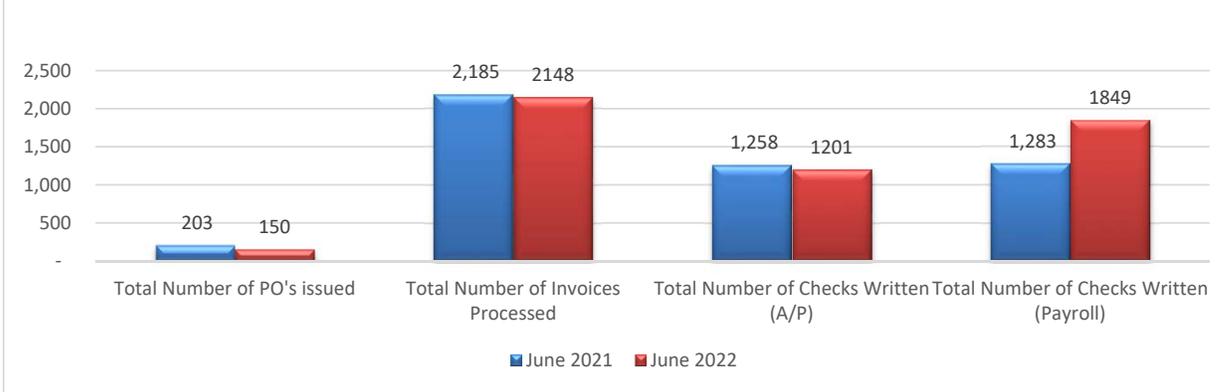
**Monthly Measurement  
Finance Department  
Fiscal Year 2022**

Cash Statistics	June 2021	June 2022
Beginning Cash Balance	\$ 146,158,652	<b>143,266,618</b>
Monthly Cash In (Revenue - all funds)	\$ 11,689,724	<b>10,711,230</b>
Monthly Cash Out (Expenditures - all funds)	\$ 15,436,173	<b>11,623,147</b>
<b>Ending Cash Balance</b>	<b>\$ 142,412,202</b>	<b>142,354,701</b>

**Finance Transaction Statistics**

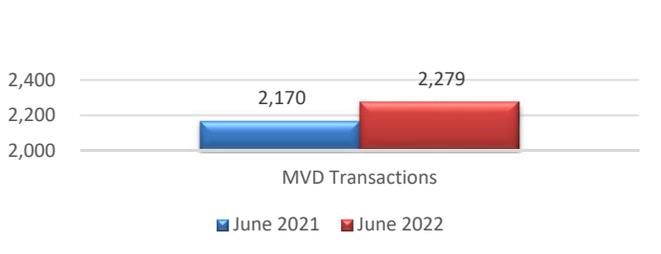
	June 2021	June 2022		
Total Number of PO's issued	203	<b>150</b>	daily average	7
Total Number of Invoices Processed	2,185	<b>2148</b>	daily average	98
Total Number of Checks Written (A/P)	1,258	<b>1201</b>	weekly average	240
Total Number of Checks Written (Payroll)	1,283	<b>1849</b>	bi-weekly average	616

**Financial Transaction Averages**

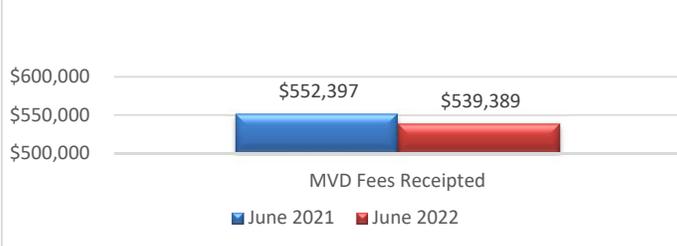


MVD Statistics	June 2021	June 2022		
MVD Transactions	<b>2,170</b>	<b>2,279</b>	daily average	104
MVD Fees Received	\$ 552,397	\$ 539,389	daily average	\$ 24,518

**MVD Transaction Averages**



**MVD Fees Received**



# General Services – Building Maintenance

Work performed by City Carpenters

8	Door closer adjusted
4	Painted doors
2	Door lock repaired
28	Roof inspections
19	Ceiling tile replaced
10	Moved furniture
3	Furniture repaired
4	Building repairs
1	Roof repairs
45	Work orders

Location of work performed

2	City Hall
5	Police Department
5	Senior Center
1	McAdams Restroom
2	Library
1	Municipal Court
3	Animal Adoption
1	Rockwind
1	State Police
1	Annex
3	Crime Lab
1	F.S. 1
1	F.S. 2
1	F.S. 3
3	DA Building
2	City Jail
3	Del Norte Pool

Break down of work performed by the Electricians

20	Light repairs
39	AC repairs
15	General electrical work
10	CORE work

Location of work performed

15	CORE
4	Library
1	Annex
4	PD
8	Fire stations
2	DA building
1	MVD
4	Rockwind
18	Parks
1	Senior center
6	AAC
3	Streets
1	Municipal Court
5	Hobbs Express
5	Waste Water

### General Services - Garage

In June - 2022 The City Garage had a total of 260 Repair Orders/Invoices. Of the 260 R.O./Invoices, 161 were repaired in house and 99 were out sourced. The monthly total outlay for the garage as well as subcontracted parts and labor totaled \$ 54,471.92. 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	13	13	419.83	1,836.00	3,589.07	3,048.00	8,892.90
Instrument/Gauges	1	0	266.86	34.00	0.00	0.00	300.86
Complete Wash	0	0	0.00	0.00	0.00	0.00	0.00
Filters	9	5	220.64	255.00	379.92	170.00	1,025.56
Service Calls	21	0	0.00	1,734.00	0.00	0.00	1,734.00
Miscellaneous Maintenance	38	23	385.21	5,057.50	4,084.56	1,605.00	11,132.27
Brakes	6	5	0.00	374.00	708.97	430.00	1,512.97
Steering	1	0	5.99	68.00	0.00	0.00	73.99
Suspension	0	2	0.00	0.00	256.02	280.00	536.02
Tires	17	23	4,939.45	867.00	3,516.24	1,631.25	10,953.94
Wheels/Hub	1	0	0.00	34.00	0.00	0.00	34.00
Transmission	0	1	0.00	0.00	279.85	200.00	479.85
Antifreeze	0	0	0.00	0.00	0.00	0.00	0.00
Charging System	28	9	3,645.78	2,618.00	1,743.53	20.00	8,027.31
Cranking	0	0	0.00	0.00	0.00	0.00	0.00
Ignition	0	0	0.00	0.00	0.00	0.00	0.00
Lighting	2	3	0.00	170.00	2,367.26	540.00	3,077.26
Preventive Maintenance	16	8	1,022.76	1,139.00	645.11	0.00	2,806.87
Exhaust	0	0	0.00	0.00	0.00	0.00	0.00
Fuel System	2	1	0.00	238.00	461.89	969.00	1,668.89
Engine	6	2	64.63	493.00	162.13	1,172.47	1,892.23
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	0	0	0.00	0.00	0.00	0.00	0.00
Towing Vehicles	0	2	0.00	0.00	0.00	323.00	323.00
Accident Repair	0	0	0.00	0.00	0.00	0.00	0.00
Safety Recall	0	1	0.00	0.00	0.00	0.00	0.00
Warranty	0	1	0.00	0.00	0.00	0.00	0.00
<b>Monthly Total</b>	<b>161</b>	<b>99</b>	<b>10,971.15</b>	<b>14,917.50</b>	<b>18,194.55</b>	<b>10,388.72</b>	<b>54,471.92</b>

	# of R.O./Inv	Parts	Labor	Total
City Garage	161	10,971.15	14,917.50	25,888.65
Vendor	99	18,194.55	10,388.72	28,583.27

260	29,165.70	25,306.22	54,471.92
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# Street Department Monthly Report

Break down of work performed by the Street Department Crew:

Man Hours	Activity
391 HRS.	Street Sweeping
16 HRS.	Building Brooms
80 HRS.	Cold Mix Patching
160 HRS.	Alley Maintenance
208 HRS.	Storm Sewers and Inlets
228 HRS.	Equipment Maintenance
56 HRS.	Maintenance
24 HRS.	Welding Shop
112 HRS.	Hot Mix
136 HRS.	Stocking Material
72 HRS.	Meetings
16 HRS.	Work for Warehouse
56 HRS.	Shoulder Work
264 HRS.	Hauling Trash

The total amounts of material hauled or used:

Quantity	Material
292 YDS.	Sweepings
6 YDS.	Millings
84 YDS.	Alley Material
6 YDS	Cold Mix Used
1098 YDS	Trash Hauled
7 YDS.	Hot Mix Used

Calls responded to:

Number	Type
9	Dispatched – accidents, spills, debris
7	Complaints
4	Block Party Barricades

# FIRE SUPPRESSION/PREVENTION

June 2022

## ALARMS

Alarms (City)	108
Alarms (County)	17
Total Alarms	125

## FIRE RESPONSE BY STATION

Station 1	46
Station 2	35
Station 3	32
Station 4	12

## ZONES

Zone 1 (NW City)	41	Zone 5 (NW County)	8
Zone 2 (NE City)	34	Zone 6 (NE County)	3
Zone 3 (SE City)	25	Zone 7 (SE County)	2
Zone 4 (SW City)	8	Zone 8 (SW County)	3
Out of District 1			

## MOST COMMON DAY/TIME

Thursday (1000 – 1059 hours)

## FIRE DEATHS/INJURIES

Fire Deaths - 0  
Fire Injuries - 0

## TURNOUT TIMES (Dispatch to Enroute)

Station 1	0:40
Station 2	1:40
Station 3	1:02
Station 4	0:46
<b>Average</b>	<b>1:02</b>

## STRUCTURE FIRES

Structure Fires - 2

## FALSE ALARM RESPONSE

False Alarms - 21

## AVERAGE RESPONSE TIME (Dispatch to Arrival)

Station 1	5:01
Station 2	6:21
Station 3	5:14
Station 4	6:01
<b>Average</b>	<b>5:39</b>

## TRAINING HOURS

Fire Training	892
EMS Training	169

## PREVENTION PROGRAMS

Fire Investigations	8
Fire/Safety Inspections	60
Smoke Detectors Installed	6
Public Education Activities	1
Plan Reviews	5
Burn Permits Issued	0 – No burn permits being issued due to high fire danger

# EMERGENCY MEDICAL SERVICES

June 2022

## EMS RUN BREAKDOWN

City Response	755
County Response	52
Total Responses	807

## ZONES

Zone 1 (NW City)	342	Zone 5 (NW County)	11
Zone 2 (NE City)	118	Zone 6 (NE County)	30
Zone 3 (SE City)	157	Zone 7 (SE County)	1
Zone 4 (SW City)	138	Zone 8 (SW County)	10

## AVERAGE RUN TIMES

Enroute:	1:54
At Scene:	4:43
On Scene Time:	24:51
To Destination:	18:32
Back in Service:	28:40

## MOST COMMON DAY/TIME

Thursday – 155 calls for service  
Tuesday – 36 calls from 12:00 –12:59 hours

## MOST COMMON COMPLAINT

Breathing/Respiratory - 62

## OUT OF TOWN TRANSFERS

Lubbock	16
Midland	5
Odessa	6
Roswell	14
Carlsbad	0
Airport	25

## CARDIAC ARREST RESPONSES

Cardiac Arrest	15
ROSC	3
ROSC = Return of Spontaneous Circulation	

## EMS BILLING

Billed	\$332,049.34
Collected	\$134,072.89

## Highlights for the month of June

- HFD Fire Summer Camp; a total of 41 boys and girls attended
- Chief and Deputy Chief attended Permian Road Safety Coalition Luncheon Series at the CORE
- All fireworks stands within city limits were inspected by Fire Prevention Staff



# Hobbs Express

Monthly Report - JUNE 2022

<b>Passenger Activity</b>	<b>Prior Month May-22</b>	<b>Reporting Month Jun-22</b>
No. of Elderly Passengers	510	596
No. of Non-Ambulatory Passengers	111	185
No. of Disabled Passengers	148	212
No. of Other Trips	2296	1475
<b>Total Passenger Trips</b>	<b>3065</b>	<b>2468</b>

Bus Route Trips	2644	1898
<b>Total Bus Route Trips</b>	<b>2644</b>	<b>1898</b>
<b>Total Demand Response/Paratransit Trips</b>	<b>421</b>	<b>570</b>
<b>Total Passenger Trips</b>	<b>3065</b>	<b>2468</b>

<b>Vehicle Statistics</b>	<b>Reporting Month May-22</b>	<b>Reporting Month Jun-22</b>
Total Vehicle Hours	523.75	863.75
Total Vehicle Miles	8,546	12,155

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



## ***Hobbs Animal Adoption Center***

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

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

June 3, 2022

To: Chief Fons  
 Captain Blevins  
 Lt. Barrientes

From: HAAC Manager Missy Funk

Subject: Monthly Statistics HAAC

June 2022

Intake:	Cats	Dogs
Dead On Arrival	9	14
Sterilization Only	33	36
Stray	59	57
Transfers In	0	0
Unwanted	9	36
Quarantine	0	7
Clinic Visit shots	0	0
<b>Totals:</b>	<b>110</b>	<b>150</b>
Dispositions:		
Adopted	29	28
Died at Facility	3	4
Dead on Arrival	17	14
Euthanized	15	44
Rescued	3	2
Return to Owner	0	15
Sterilization Only	40	29
Escaped	14	0
Clinic visit shots	0	130
<b>Totals:</b>	<b>121</b>	<b>266</b>

Total Revenue Collected:	Animal Pick Ups:	\$ 325
	Permits/Tags:	\$ 400
	Reclaims:	\$ 160
	Adoptions	\$ 950
	Cremations	\$
	<u>Sterilizations:</u>	<u>\$ 2240</u>
		\$ 4075

HAAC currently has 77 dogs and 31 cats



# HOBBS POLICE DEPARTMENT

July 1, 2022

To: Chief August Fons  
Captain Shane Blevins

From: Code Enforcement Superintendent Jessica Silva

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

## CODE ENFORCEMENT END OF MONTH REPORT (June 2022)

Code warnings	562
Code citations	117
Code calls	599
Animal warnings	43
Animal calls	238
Animal citations	19
Inoperable Vehicles	27
Parking Violations	16

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

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New Mexico Law Enforcement Professional Standards Council





# HOBBS POLICE DEPARTMENT

July 7, 2022

To: Jeff Moyers, Captain of Agency Support

From: Lorena Brito, Records Administrator

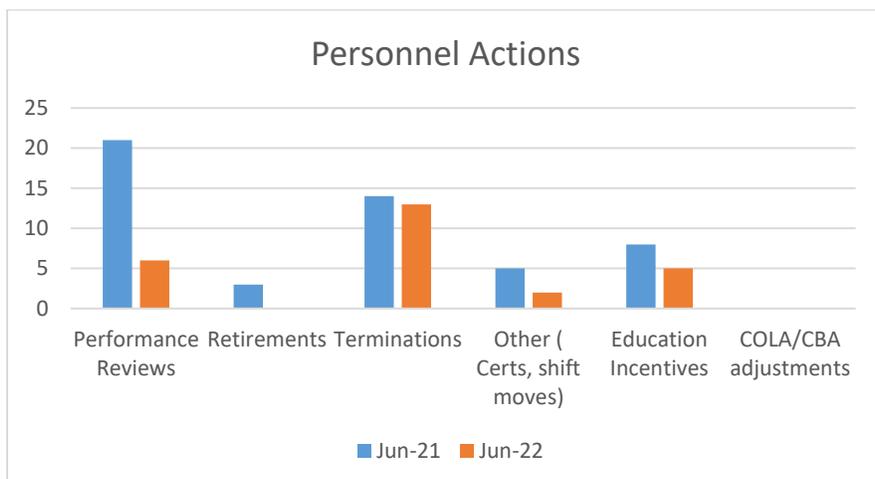
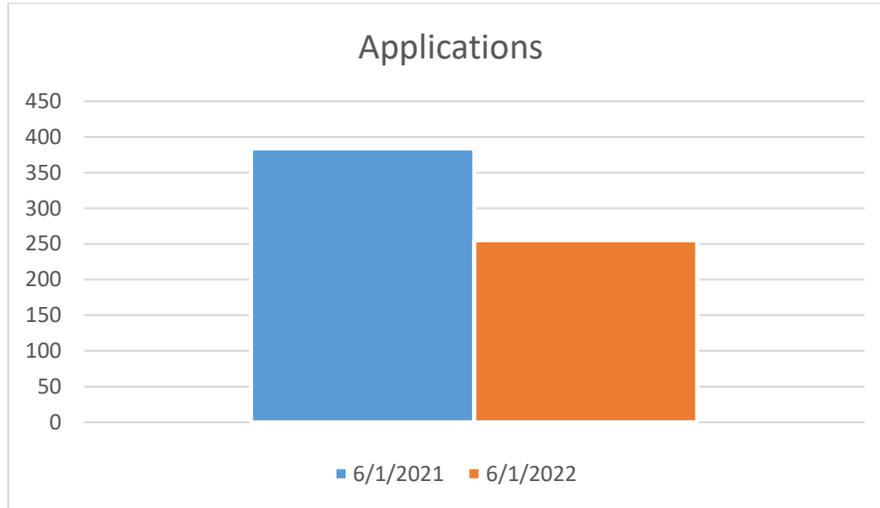
Re: HPD June 2022 Stats

	TOTAL	TOTAL	%CHNG	Year to	Year to	%CHNG
June 2021/2022	RPIS	RPIS		Date	Date	
			2021/2022	2021	2022	
	2021	2022				
REPORTED CRIMES	397	409	3%	1,841	2,545	38%
CALLS FOR SERVICE	4,284	3,923	-8%	18,557	22,869	23%
ARRESTS	232	184	-21%	1,185	1,065	-10%
MURDER	0	1	100%	1	3	200%
RAPE	4	4	0%	13	26	100%
ROBBERY	1	2	100%	5	15	200%
ASSAULTS AND BATTERY	89	88	-1%	375	529	41%
BURGLARY	37	61	65%	185	307	66%
LARCENY	44	78	77%	142	375	164%
SHOPLIFTING	18	17	-6%	186	211	13%
AUTO THEFT	19	18	-5%	143	141	-1%
ARSON	0	1	100%	5	10	100%
FORGERY	0	0	0%	1	4	300%
FRAUD	13	8	-38%	29	75	159%
EMBEZZLEMENT	3	0	-100%	7	9	29%
REC. STOLEN PROPERTY	2	0	-100%	5	5	0%
VANDALISM	86	125	45%	299	625	109%
WEAPONS OFFENSES	1	1	0%	14	17	21%
DOMESTIC VIOLENCE	55	34	-38%	183	206	13%
ASSAULTS/BATTERY ON PO	3	9	200%	33	33	0%
SHOOTING AT/FM MV OR DWELLING	4	15	275%	11	59	436%
CITATIONS ISSUED	645	375	-42%	4,214	2,668	-37%
DWI	18	1	-94%	66	29	-56%
TRAFFIC CRASHES	107	78	-27%	381	540	41%

August Fons, 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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source	total	total %
<a href="#">Billboard / Sign</a>	2	0.78
<a href="#">Chamber of Commerce Website</a>	0	0.00
<a href="#">City of Hobbs Website</a>	95	37.25
<a href="#">Facebook</a>	6	2.35
<a href="#">Friend / Family</a>	65	25.49
<a href="#">Governmentjobs.com</a>	16	6.27
<a href="#">Indeed.com</a>	55	21.57
<a href="#">Job Fair</a>	1	0.39
<a href="#">LinkedIn</a>	3	1.18
<a href="#">Municipal League</a>	0	0.00
<a href="#">New Mexico Department of Labor</a>	0	0.00
<a href="#">Newspaper</a>	1	0.39
<a href="#">Other</a>	7	2.75
<a href="#">Radio</a>	0	0.00
<a href="#">Recruiter</a>	4	1.57
<a href="#">Unknown</a>	0	0.00
<b>Totals</b>	<b>255</b>	<b>100.00</b>

### **New Position Postings for June**

VETERINARY ASSISTANT  
 CLERK ASSISTANT  
 INFORMATION TECHNOLOGY DIRECTOR  
 CORE FITNESS SPECIALIST  
 CORE GUEST SERV SPECIALST  
 FACILITY RENTAL SPECIALIST  
 PAYROLL SPECIALIST  
 EMS SPECIALIST (EMT, AEMT, PARAMEDIC)

EQUIPMENT OPERATOR  
 SEASONAL PLAYER SERVICES ATTENDANT  
 ASSISTANT CITY ATTORNEY  
 PARKS MAINT LEAD WORKER  
 PARKS MAINT WORKER  
 SPORTS FIELD MAINT WORKER  
 WW CONTROL OPERATOR

### **Safety Skills Training:**

- No assigned training for June

### **Team Involvement:**

- Nicholas Goulet attended the Society of Human Resource Management Conference
- The HR Department over saw the wellness testing provided by Nor Lea for 70 employees
- Developed a strategy for the implementation of the new compensation plan

# 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 June, 2022

- 99 Request for service
- 85 Completed
- 3 Bulletin Board related
- 0 Camera related
- 15 Email related
- 10 hardware related
- 2 internet related
- 2 network related
- 6 password resets
- 3 phone related
- 7 radio related
- 2 projects related
- 16 software related
- 22 User Setup
- 16 webpage related
- 1 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**

June 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 June. 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 June 2022, the public meetings attended by the City Attorney's Office were:

- ❖ Hobbs City Commission – Efren Cortez(6/21; 6/13 special; 6/13 work)  
Valerie Chacon (6/6; 6/6 closed)
- ❖ Cemetery Board – Efren Cortez (N/A)
- ❖ Community Affairs Board – Rocio Ocano (N/A)
- ❖ Library Board – Rocio Ocano (6/7)
- ❖ Lodger's Tax Board – Valerie Chacon (N/A)
- ❖ Planning Board – Valerie Chacon (N/A)
- ❖ Utilities Board – Valerie Chacon (N/A)
- ❖ Labor Relations Board – Rocio Ocano (N/A)
- ❖ Veterans Advisory Board – Efren Cortez (N/A)

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

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

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	29

**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 June 2022, the litigation activity of the City Attorney's Office is as follows:

**Criminal Litigation:**

❖ Pretrial Release Hearings:	2
❖ Probation Violations:	0
❖ Pretrials (Pro Se):	36
❖ Pretrials (Attorney):	15
❖ Trials:	6
❖ Dangerous Dogs/Petitions:	1
❖ DWI Cases:	2
❖ Shoplifting Cases:	0
❖ Appeals in District Court:	0
❖ Criminal Pleadings (Mun/Dist.)	52
❖ Subpoenas:	39
❖ Clio Case Entries:	25
❖ Discovery Submissions	48

**Property Matters:**

❖ Condemnation Reviews	2
❖ Property Purchases Reviews	0
❖ Property Contract Doc Reviews	0
❖ Property Correspondence	0
❖ Foreclosures Filed	0
❖ Property Liens Filed	0

**Civil Litigation:**

❖ Civil Pleadings	9
❖ Civil Depositions	0
❖ Civil ADR:	0
❖ Demand Letters:	4
❖ Misc. Hearings (State/Fed.):	4
❖ Discovery Submissions:	6

**Miscellaneous:**

❖ Trainings:	1
❖ Witness Interviews:	10
❖ In-office consultations:	39
❖ Letters/Correspondence:	1,261

**Areas of Notoriety:**

- ❖ The City Attorney’s Office participated in a work session regarding the City of Hobbs Strategic Plan Ordinance on June 13, 2022.
- ❖ The City Attorney’s Office conducted an Officer Prosecution training with the Hobbs Police Department on June 2, 2022.
- ❖ On June 21, 2022, the City Attorney’s Office successfully defended the appeal of a condemnation situated at 118 North Jefferson. The property was subsequently cleaned by the property owner on June 22, 2022.

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

June, 2022

Hobbs Public Library

## CIRCULATION: 6,895

### CIRCULATION BY MATERIAL TYPE:

Books and Periodicals	4,663
Audio Books & Music	209
DVDs	1,631
E-Books/E-Audio (OverDrive & Gale)	392

### CIRCULATION BY PATRON TYPE:

Adult	3,904
Juvenile	1,525
Senior Citizen	734
Used in Library	340

### CIRCULATION WITH OTHER LIBRARIES:

	Borrowed	Loaned
Interlibrary Loans	8	5
ELIN Loans	16	14

*Total Children's Items Circulated* 3,153

*Total Adult Items Circulated* 3,350

Patron Visits	3,463
Overdue Notices Sent	632

### PROGRAMS & PUBLIC SERVICES:

Programs Provided	18
Attendance	869
Passive Programs Provided	4
Passive Programming Participation	224
Meeting Room Use	30

Facebook Post Reach	2,912
Web Site Usage	4,633
HPL Database Usage	740
Reference Questions	181
Public Computer Use	402
Board Games	3

### PATRON PROFILES:

Adult	17,877
Juvenile (Under 18 Years)	3,427
Senior Citizens (62+ Years)	2,462
Temp ELIN	2,131
<b>Total Active Borrowers</b>	<b>25,897</b>

### RECEIPTS:

Materials Paid For	\$40.80
Fines & Fees	\$597.84
Copy Machine & Public Printouts	\$251.20
<b>Total</b>	<b>\$889.84</b>

Library Patrons Added This Month 86

### ITEMS ADDED:

Total Items Added	986
Items Weeded	290

### HOLDINGS:

Total Library Holdings	157,383
------------------------	---------

City Manager's Report  
Municipal Court – June 2022

Monthly Cases:

Traffic Citations	342
Misdemeanor Citations	20
Environmental Citations	153
Fire Code Violations	1
AGG. DWI	0
DWI – 1 <sup>ST</sup>	<u>2</u>
Total	518

Courtroom Activity:

Video Arraignments (Jail)	116
Court Appearances – A.M.	24
Court Appearances- P.M.	149
Virtual Court	6
Pretrial Court Appearances – A.M.	20
Pretrial Court Appearances – P.M.	35
Attorney Pretrial	4
Trial/Change of Plea Cases	<u>10</u>
Total	364

Other Activity:

Summons issued	690
Warrants issued	<u>278</u>
Total	968

Fines/Fees Assessed:

Fines/Fees Total	\$52,165.00
------------------	-------------

Fines/Fees Collected:

Fines	\$27,715.25
Penalty Assessment Fee	2,876
Automation Fee	2,724
Judicial Education Fee	1,369
Correction Fee	9,175.75
DWI Prevention Fee	295.50
DWI Lab Fee	186.00
Copies/Misc. Fee	8 .50
Restitution	<u>.00</u>
Total	\$44,350.00



THE CITY OF  
**HOBBS, NEW MEXICO**

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

**Recreation Department  
Monthly Report - June 2022**

**Divisions**

CORE  
Senior Center  
Recreation

Rockwind Clubhouse  
Teen Center

**CORE**

Participation and revenue for June 2022 are definitely back to pre-COVID numbers with 37,215 participants and \$219,575 in revenue! The CORE has definitely been a very busy place. Staff continues to transition into the new software and is working diligently to improve processes. At time, the line to get into the CORE has been very lengthy and time consuming, but staff continues to explore options to improve and speed up this process.

**Participation and Revenue**

Fitness Unlimited (incl. Fit. Unlim. Passes)	17
Day Passes Sold	5,972
Week Passes Sold	24
Month Passes Sold	177
CORE Attendance	28,884
Swim Team Members	14
kidWATCH	778
kidFIT	641
Group Classes (ie: Yoga Fit, UrbanKick, Senior Fit, Power Ride, Power Cuts, Masters)	174
Special Events (ie: Easter Egg Dive, Spooktacular, etc.)	534
<b>Total Participants &amp; Visits</b>	<b>37,215</b>

**Total Revenue June 2022** **\$219,575.86**

**For Comparison **May 2022**:**

**Participation** **17,236**  
**Revenue** **\$106,957.00**

### Membership & Participation Detail

Member Visits	28,884
Guest Visits	6,760
Classes	191
Tour Participants	53
Private Rentals	69 Facility Rentals with \$ 8,453.23 in revenue

### 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 June 2022:

	<u># Meals</u>	<u>Donations Received</u>
June 2022 Congregate Meals Served	1,247	\$1,708.92
June 2022 Grab N Go Meals	778	\$ 435.00
June 2022 Home Delivered Meals Served	1,885	\$ 897.00
June 2022 Frozen Meals Delivered	<u>173</u>	<u>\$ ---</u>
June 2022 <b>Totals</b>	4,083	\$3,040.92
May 2022 <b>Totals</b>	4,082	\$2,675.15

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 June 2022, a total of 173 frozen meals were distributed. The Hobbs Senior Center served 378 seniors a total of 4,083 meals for the month. With a total of 21 serving days in May, the daily average of meals served was 194.

Duplicate Recreation Activities:	616	Exercise:	448
Transportation:	324	Assessment/Reassessment:	104

### Recreation

- Both the Summer Recess and Summer Sports programs began operations in June. Participation for Summer Recess for June totaled 1,334 participants. Summer Sports had 1,329 registered.
- The Summer Journey Through the Arts program also began with 15 art students in each of the two (2) classes.
- The Summer Program at the Hobbs Boys and Girls Club averaged 167 participants for the month of June.
- Summer Adult Art classes began and have a total of 33 students registered for these classes.
- A Movies Under the Stars event was held on Friday, June 24 at Del Norte Park.
- The first Movies Under the Stars event of the summer was held on May 27, wit
- There were 44 Park Pavilion Reservations during the month of June.

## Aquatics

- Seasonal Pools and Splash Pads began official operations on Memorial Day weekend.
- In June, 242 young boys and girls participated in Swim Lessons at Humble Pool.
- Staff continue to teach Red Cross Lifeguard Training Classes at the CORE.
- Weekly in-service training sessions continue to be held for Lifeguard staff.
- The Tsunami Swim/Dive team had 11 swimmers and 2 divers participating in June,

## Rockwind Community Links Clubhouse

June was a very busy month at Rockwind Community Links. The course hosted five (5) different events and had more than 2,200 rounds of golf played during the month. Revenue remained strong at \$109,524.73. Five additional events will be held during July.

Department	Retail Value	Discount	Pre-Tax Value	Cost Of Goods	Tax TTL	Extension
Golf Equipment Rentals	\$804.44	\$0.00	\$804.44	\$0.00	\$40.56	\$845.00
Driving Range	\$2,096.54	\$0.00	\$2,096.54	\$0.00	\$105.96	\$2,202.50
Golf Cart Rental Fees	\$20,295.61	\$0.00	\$20,295.61	\$0.00	\$1,024.51	\$21,320.12
Green Fees	\$29,944.78	\$0.00	\$29,944.78	\$0.00	\$1,323.10	\$31,267.88
Hard Goods Sales	\$31,860.56	(\$83.48)	\$3,177.08	\$23,150.47	\$1,588.86	\$33,365.94
Membership Fees	\$761.90	\$0.00	\$761.90	\$0.00	\$38.10	\$800.00
Soft Goods Sales	\$19,866.54	(\$1,221.54)	\$18,645.00	\$11,386.91	\$933.29	\$19,578.29
Food & Beverage	\$140.62	(\$2.85)	\$137.77	\$45.46	\$7.23	\$145.00
Totals for Revenue	\$105,770.99	(\$1,307.87)	\$75,863.12	\$34,582.84	\$5,061.61	\$109,524.73
<b>Grand Total:</b>	<b>\$ 105,770.99</b>	<b>\$ (1,307.87)</b>	<b>\$ 75,863.12</b>	<b>\$ 34,582.84</b>	<b>\$ 5,061.61</b>	<b>\$109,524.73</b>

## KEY PERFORMANCE INDICATORS

**Jun-22**

<b>Total Pre-Tax Revenue</b>	<b>\$75,863.12</b>
<b>Total Rounds</b>	<b>2315</b>
<b>Avg Green Fee plus Cart Fee per Round</b>	<b>\$22.03</b>
<b>Total Merchandise Sales</b>	<b>\$21,822.08</b>
<b>Merchandise Sales Per Round</b>	<b>\$9.43</b>
<b>F&amp;B Sales Per Round</b>	<b>\$ 0.06</b>
<b>COGS Hard Goods</b>	<b>73%</b>
<b>COGS Soft Goods</b>	<b>61%</b>
<b>COGS F&amp;B</b>	<b>33%</b>
<b>Rounds w/Carts</b>	<b>64%</b>
<b>Total Revenue per Round</b>	<b>\$ 32.77</b>

**GREEN FEE BREAKDOWN**

EZLinks Prepaid	0
GolfNow Prepaid	0
Summary for EZLinks Prepaid	0
Player's Pass 18 Walk	248
Summary for Player's Pass	248
Li'l Rock Adult Resident	220
Li'l Rock Adult Non-Resident	0
Li'l Rock Jr. Comp w/Adult	7
Li'l Rock Junior Resident	0
Li'l Rock Junior Non Resident	0
Li'l Rock Replay	1
Li'l Rock Player's Pass	0
Li'l Rock Team Comp	0
FootGolf Adult	0
FootGolf Junior Comp	0
Summary for Par 3	228
Public 18	176
Public 9	2
Public Junior	2
Public Senior	11
Public Twilight	35
Public Replay	3
Specials	0
Youth on Course	0
PGA/GCSAA COMP	4
Summary for Public	233
Punch Pass	57
Summary for Punch Pass	57
Rain Check	7
Summary for Rain Check	7
Resident 18	599
Resident Junior	7
Resident Senior 18	159
League Fee	106
Complimentary Round	11
Resident Twilight	182
Team Practice Round	2
Resident 9	143
Marshal/Team Green Fee	5
Resident Replay	6
Summary for Resident	1220
Tournament Fees	326
Summary for Tournament - Public	326
Grand Total:	<b>2315</b>

- The Teen Center hosted a Teen of the Month event
- During June 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 – June Report

# 2022



IT ALL HAPPENS HERE.™

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1. Cemeteries had 22 interments
  2. Iron fence at Prairie Haven Memorial Park almost complete awaiting 2 gates to be installed
  3. Summer Mosquito fogging started up
  4. Electrical wiring at Zia Complex was repaired due to a short in the wiring for field lights
  5. Adult Softball League started and Adult Soccer finished their season
  6. 18 reports of Graffiti were addressed
  7. New sod was installed at HPD
  8. POSD staff assisted with Juneteenth Event and MUTS
  9. Cornhole boards were installed at Harry McAdams Park for public use (BYOB - bring your own bags)
  10. POSD staff working with MRWM Landscape Consultant on assessments
  11. Rockwind was busy with tournaments



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**Parks & Open Spaces Department**  
**June 2022**





## RISK MANAGEMENT REPORT

June 2022

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- Reviewed & processed for payment, monthly invoices for Work Comp/Liberty Mutual, General Liability/Travelers.
- Conducted a review of open claims with City's insurance agent.
- Reviewed insurance monthly loss runs report.
- Reviewed & processed for payment 1 application for notary bond and 1 inspection bond.
- Coordinating the implementation of an emergency alert system for the City of Hobbs.
- Endorsed 2 new vehicles and/or equipment to city's insurance policy.
- Reviewed 42 Incident Reports from various city departments, associated police reports and video footage; established claims where required.
- Reviewed 19 property damage incidents on behalf of the City of Hobbs.
- Sent 4 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	
<u>CLASS</u>	<u>ACTIVE ACCOUNTS</u>	<u>Billed gallons May 2021</u>	<u>ACTIVE ACCOUNTS</u>	<u>Billed gallons May 2022</u>
Residential	11,691	111,379,692	11,761	140,068,979
Commercial	1,820	42,975,024	1,805	51,457,981
City Accounts	210	20,115,705	208	27,342,416
School Accounts	58	6,770,674	60	8,947,007
Irrigation	263	8,838,929	267	11,158,977
Unbilled Maintenance		3,500,000		1,500,000
	<b>14,042</b>	<b>193,580,024</b>	<b>14,101</b>	<b>240,475,360</b>

LABORATORY	June 2021	June 2022
Total Drinking Water Tests	48	47
Total Wastewater Tests	839	725
Liquid Waste Received (gallons)	354,001	314,960

WASTEWATER RECLAMATION FACILITY		
Influent (Million Gallons)	101.074	101.412
Effluent (Million Gallons)	93.428	93.413
Solids Removed (Dry Pounds)	10,716	67,176

## WATER PRODUCTION REPORT - JUNE 2022

<b>WATER PRODUCED</b>	
Total monthly water produced, million gallons	280,024,000
Total monthly water distributed, million gallons	274,284,000
<b>CHLORINE</b>	
Monthly chlorine average residual, milligrams/liter	0.59
Monthly chlorine gas dosed to system (lbs)	2,243
<b>MICROBIOLOGY</b>	
Bacteria tests, routine	40
Positive results	0
<b>PUBLIC SERVICE</b>	
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 JUNE 2022

### WORK DESCRIPTION

Meter lid replacement	30
Meter box replacement	65
Meter stop / valve replacement	25
Meter change out 3/4"	80
Meter change out 1"	0
Meter change out 2"	0
Meter change out 3"	0
Meter change out 4"	0
Meter change out 6"	0
Set new 3/4" meter	150
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)	50
Valve maintenance	75
Valve new install/replacement	22
Fire hydrant maintenance	500
Fire hydrant repair/replacement	12
Fire hydrant meter maintenance	5
Fire hydrant meter set	3
New fire hydrant installed	5
Vehicle/equipment maintenance hours	20
Unaccounted/unmetered water loss	1,500,000
Miscellaneous afterhour calls	8
Emergency Call Outs (From 5:00pm to 7:00am)	74

### WORK DESCRIPTION

### QUANTITY

Manhole maintenance	31
Manholes cleaned	9
Sewer main line cleaned (feet)	13,558
Sewer stoppages	87
Sewer main line video inspections	0
Odor complaints	6
Sewer pre-treatment additives	40 gallons
Property damage from sewer	0
Sewer main line repair/replacement	5

New sewer main line installation	0
New backflow valve installation	0
Backflow valve maintenance	0
Lift station maintenance	23
Emergency call out (from 5:00 pm to 7:00 am)	92

<b>UTILITIES MONTHLY PLUMBER REPORT MAY 2022</b>	<b>QUANTITY</b>
Sewer stoppages	19
Odor complaints	3
Water leaks	19
Pool maintenance	25
Emergency call outs (from 5:00 pm to 7:00 am)	0
Core	27