



CITY MANAGER'S MONTHLY REPORT

October 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

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
Deputy Chief
Code Enforcement
Animal Adoption Center

August Fons
Shane Blevins
Jessica Silva
Missy Funk

GENERAL SERVICES DEPT.

Gen. Svcs. Director
Building Maintenance
Electrician
Garage
Streets

Shelia Baker
Tommy Trevino
Shawn Smith
Eddie Trevino
Anthony Maldonado

UTILITIES DEPARTMENT

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

Tim Woomer
Bill Griffin
Todd Ray
Kaylyn Lewis

HUMAN RESOURCES DEPT.

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

Nicholas Goulet
Tracy South
Selena Estrada

INFORMATION TECHNOLOGY DEPT.

I.T. Director
Assistant I.T. Director

Christa Belyeu
Matt Blandin



CITY MANAGER'S OFFICE

200 East Broadway
Hobbs, NM 88240

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

Julie Nymeyer
Executive Assistant

November 30, 2022

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

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

A handwritten signature in blue ink that reads "Julie Nymeyer". The signature is written in a cursive style and is positioned above a horizontal line. Below the line, the text "Julie Nymeyer, Executive Assistant" is printed in a black, sans-serif font.

Julie Nymeyer, Executive Assistant



CITY CLERK'S OFFICE
Monthly Report - October 2022

	Aug-22	Sep-22	Oct-22
Business Registrations -New	24	26	35
Business Registrations - New Owner	1	1	6
Business Registrations- Change of Address	0	11	1
Renewals	11	83	30
Web Payment Renewals	0	0	0
Total Business Registrations Activity	36	121	72
Active Business Registrations for the Month	2186	2130	2096
Fireworks	0	0	0
Junk Yard Licenses	0	0	0
Liquor License	3	5	10
Mobile Business Licenses	0	3	1
Pawn Brokers	0	0	0
Secondhand Dealer's Licenses	0	0	0
Solicitor's Permit	0	0	0
Temporary Vendor's Licenses	0	0	0
Cemetery Deeds Issued/Processed	30	26	25
Public Documents Notarized	139	101	107
Public Records Request	48	43	24
Regular City Commission Meetings <i>10/3/22, 10/17/22</i>	2	2	2
Special City Commission Meetings	0	1	0
City Commission Work Session/Closed Meetings	0	0	0
Notice of Potential Quorum	2	2	0
Resolutions and Ordinances Attested	11	20	10
Consideration of Approval	5	4	0
Total Volume of Transactions on Tyler Cashiering	381	510	386
Total Amount	\$ 673,684.59	\$ 445,119.71	\$ 554,313.82
Web Payments Online for All Departments	\$ -	\$ -	\$ -
Grand Total	\$ 673,684.59	\$ 445,119.71	\$ 554,313.82

COMMUNICATIONS DEPARTMENT

Monthly Report

October 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.

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 – September – November (Fall Schedule) (Free with Facility Admission).
- Yoga Classes – Mommy & Me Yoga, Gentle Yoga, YogaFit.
- Adaptive Avengers – A recreational PE class for children & adults with special needs. Every Tuesday & Thursday from 10:30am – 11:30am for adults and 4:00pm – 5:00pm for school aged children K-12.
- Homeschool PE – Monthly Sessions (September 2022 – May 2023). Tuesdays & Thursdays – Elementary @ 10am and Middle & Highschool @ 11am.
- Turf Titans & Gym Giants (3-6y) – Every Monday & Wednesday at 10am.
- Ninja Warrior every Wednesday.
- 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.
- You can now purchase CORE Day Passes online to speed things up when checking in.
- Youth League Sign-Ups for Winter Leagues from October 5th – 23rd. T-Ball (4-6y), Basketball (6-14y), Soccer (6-10y), Volleyball (8-18y), and Football (6-12y).
- Pickleball Tournament Registration is open. Tournament is going to be held on November 19th. Contact (575) 391-6912 for more information and to sign up.
- Halloween Spooktacular was held on October 31st from 3pm – 6pm.
- Halloween Spooktacular had an attendance of 1,620 with 20 booths handing out candy, games, no carve pumpkin contest, pet costume contest, food trucks on site, Hobbs Police/Fire and Waste Management handing out candy, and much more. This event was very successful this year and we look forward to continue to grow this event in future years.



COMMUNICATIONS DEPARTMENT

Monthly Report

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RADIO STATION, 99.3 KHBX

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

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

DEPARTMENT HIGHLIGHTS

- HPD Officer Spotlight posts, including in the schools
- Began HPD Website Strategizing
- NMRPA Conference Planning Committee Member
- City Employee Picnic Planning; Committee Member
- HPD Website Strategy presentation
- Mayor's Swim Meet Welcome Video
 - Scheduling, script writing, edits with videographer, and approvals
- Tree Lighting Ceremony Committee meetings and planning
- Event barricade discussions and planning
- Window display design for Legal Department
- Paint the County Pink photo op at City Hall coordinated
- Content creation during Safe Stops
- LEDA Marketing/Public Info Campaign planning
-

COMMUNICATIONS DEPARTMENT
Monthly Report
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SOCIAL MEDIA INSIGHTS
for The City of Hobbs Pages



Facebook
October 2022

Post/Page Reach (people reached)	Followers	Page Visits
22,356 total (39.3% increase)	108 new likes (40.3% increase)	3,961 total (133.4% increase)



Instagram
October 2022

Reach	Followers	Profile Visits
1,402 (36.6% increase)	42 new (100% increase)	209 (55.9% increase)

Livestreamed City Commission Meetings for October 2022

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

	Viewers	Total Number of Viewers	Total Minutes
Recorded Viewers	91.7%	1,092	5,721
Live Viewers	8.3%	99	2,895
Total	100%	1,184	8,616

CITY OF HOBBS BUILDING DEPARTMENT

Total Type of Construction

for period ending October 01, 2022-October 31, 2022

Commercial		#OF PERMITS	VALUATION	FEES
COMM MECHANICAL	Commercial	10	\$15,000.00	\$1,195.50
COMM PLUMBING	Commercial	11	\$16,500.00	\$866.50
COMM SEWER TAP & EXCAVATION	Commercial	1	\$1,500.00	\$290.00
COMMERCIAL CANOPY	Commercial	1	\$105,000.00	\$840.00
COMMERCIAL DETACHED GARAGE	Commercial	1	\$17,114.00	\$144.00
COMMERCIAL ELECTRICAL	Commercial	23	\$33,000.00	\$1,929.00
COMMERCIAL REMODEL	Commercial	5	\$116,544.00	\$724.00
COMMERCIAL RE-ROOFING	Commercial	3	\$401,548.00	\$1,420.00
COMMERCIAL SIGN	Commercial	8	\$225,591.00	\$1,308.00
COMMERCIAL TOWERS	Commercial	1	\$25,000.00	\$180.00
NEW COMMERCIAL	Commercial	1	\$210,897.00	\$576.00
		65	\$1,167,694.00	\$9,473.00

Residential		#OF PERMITS	VALUATION	FEES
RES MECHANICAL	Residential	17	\$25,500.00	\$1,140.00
RES PLUMBING	Residential	29	\$43,500.00	\$1,322.00
RES SEWER TAP & EXCAVATION	Residential	9	\$13,500.00	\$3,110.00
RESIDENTIAL ADDITION	Residential	2	\$3,800.00	\$44.00
RESIDENTIAL CANOPY	Residential	2	\$41,000.00	\$504.00
RESIDENTIAL CARPORT	Residential	1	\$6,500.00	\$72.00
RESIDENTIAL DEMOLITION	Residential	7	\$67,439.00	\$0.00
RESIDENTIAL DETACHED GARAGE	Residential	1	\$38,400.00	\$240.00
RESIDENTIAL DRIVEWAY	Residential	1	\$2,900.00	\$20.00
RESIDENTIAL ELECTRICAL	Residential	97	\$145,500.00	\$9,053.00
RESIDENTIAL FENCE	Residential	5	\$31,900.00	\$60.00
RESIDENTIAL MANUFACTURED HOME	Residential	3	\$274,257.00	\$180.00
RESIDENTIAL REMODEL	Residential	6	\$101,211.00	\$868.00
RESIDENTIAL RE-ROOF	Residential	6	\$68,255.00	\$560.00
RESIDENTIAL SINGLE FAMILY	Residential	12	\$4,077,503.00	\$8,839.62
RESIDENTIAL SOLAR	Residential	48	\$2,553,018.00	\$13,140.00
RESIDENTIAL STORAGE	Residential	1	\$30,000.00	\$180.00
		247	\$7,524,183.00	\$39,332.62

COMMERCIAL		65	\$1,167,694.00	\$9,473.00
RESIDENTIAL		247	\$7,524,183.00	\$39,332.62
TOTAL COMBINED		312	\$8,691,877.00	\$48,805.62



**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
October 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>	5	47	46

GIS-MAPPING DIVISION:

The Division manages a Geo-database, which encompasses 1,000's 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)

October 2022

ArcGIS Enterprise Server (Update):

Municipal Boundary Update: On Oct 13th the GIS Division gave the final thumbs up to the state to use the data they had entered into their master Municipal Boundary dataset, as it matched the data that the City had sent them. This City approval happened after a review from the Engineering, Planning, and Clerk's Depts.

FTP Issues: On Oct 25th the GIS Division was informed about an issue with the Offsite FTP server from the service provider, FTPHosting. After some reviewing of the settings, the GIS Division decided to completely restructure the way the NetR9 communicates with FTPHosting requiring about a day of testing and reconfiguring to get it back up and running. By the end of the day on Oct 26th the FTP upload was back to fully working and had caught up with the backlog of failed uploads. Cause of issues is unknown, and GIS Division is monitoring.

Self Service Cannabis Map and Webpage: On Oct 4th the GIS Division reached out to the dept. and division heads that take part in reviewing Cannabis locations, about the need to set up a self-service map and website. The GIS Division is spending between 2 to 4 hours a map doing a detailed review of the surrounding properties and creating the final map. However, the GIS Division believes that a large amount of the map requests could be removed from their workload if there was a way to have the citizens self-service property reviews, instead of asking for prospective Cannabis location maps. This self-



**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
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service map will involve the City finding and tracking all School, Daycare, Religious, and Military property and buildings so a “reverse” buffer can be produced. This “reverse” buffer would be used to highlight properties and buildings that are disqualified as Cannabis (and liquor) locations using the 300ft rule. Work on the self-service map, datasets, and website will continue until at least late Nov as this is going to require a lot of information gathering.

The Month’s Buffer Maps: During the month of October 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 (205 W Marland Blvd.); TBA (617 S. Cochran St.); TBA (2215 E Seminole Hwy.); TBA (205 W Marland Blvd.)*; Canna Buddha, LLC (1003 N Linam St.); TBA (207 N. Grimes St.); TBA (206 W. Taylor St.); Motavated Producers (1601 N Turner St.)

* = Same location, but different map

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:

October - The City Commission reviewed and considered the following:

- Approved 7263 - Approving the Final Plat of Liberty Crossing Unit 2

Planning Board Summary:

October - The Planning Board considered 3 Items:

- Review and Consider the Vacation\Replat of the east\west alleyway within Block 10 of the Camino Del Norte Subdivision located within the City of Hobbs ETJ.(Approved)



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- Review and Consider Preliminary Plan for Meadowlands Unit II, located northwest of the intersection of Ponderosa and Ja-Rob, as submitted by property owner, Lemke Development, Inc.(Approved)
- Sketch Plan Review per MC 16.08.020 for the proposed development located northwest of the intersection of Glorietta and Jefferson as requested by property owner, ALJO, LLC.(Reviewed)

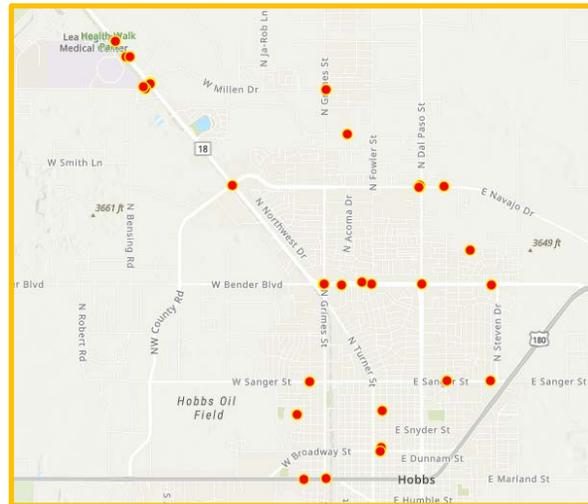
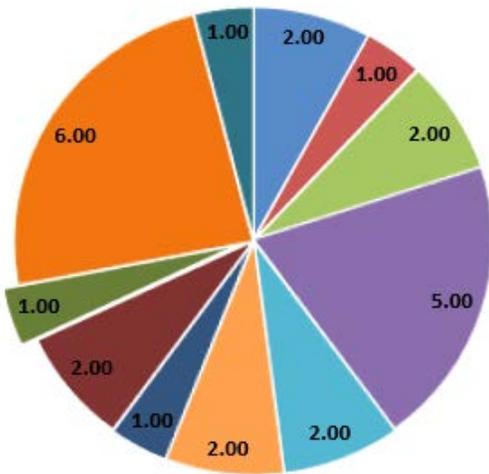


**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
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TRAFFIC DIVISION:

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



- | | | |
|---------------------------------|-------------------------------------|------------------------------------|
| 10. Detector Loop Retuned = 2 | 14. Cabinet Service = 1 | 18. LED Module Replace = 2 |
| 26. Sign Install / Service = 5 | 27. Pole Straighten / Re-bolted = 2 | 29. Safe Hit Install / Replace = 2 |
| 31. Inspected Intersections = 1 | 36. 811 / Line Spot Hours = 2 | 39. Call Outs = 1 |
| 41. Assist Other Dept = 6 | 08. Signal Head Straightened = 1 | |

Major Damage:

- No major damages to report for September.

General Services – Building Maintenance

Work performed by City Carpenters

3	Door lock repaired
4	Building repaired/flooring
3	Adjusted Door Closers
32	Roof inspection
5	Ceiling tile replaced
2	Roof repairs
150	Moved furniture

Location of work performed

19	City Hall
4	Police Department
2	Senior Center
4	D.A.
3	Library
4	Municipal Court
4	Animal Adoption
2	Rockwind
2	State Police
4	Annex
4	Crime Lab
2	F.S. 1
2	F.S. 2
2	F.S. 3
4	DA Building
2	MVD
2	City Jail
2	Hobbs Express

Break down of work performed by the Electricians

21	Light repairs
21	AC repairs
2	Heater repairs
11	General electrical work
6	CORE work

Location of work performed

6	CORE
3	Library
5	City Hall
1	Annex
10	DA building
22	Parks
6	AAC
1	Hobbs Express

October - 2022

General Services - Garage

In October - 2022 The City Garage had a total of 273 Repair Orders/Invoices. Of the 273 R.O./Invoices, 190 were repaired in house and 83 were out sourced. The monthly total outlay for the garage as well as subcontracted parts and labor totaled \$ 46,461.59 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	12	4	747.89	1,496.00	795.90	620.00	3,659.79
Accident Repair	0	4	0.00	0.00	0.00	0.00	0.00
Antifreeze	0	0	0.00	0.00	0.00	0.00	0.00
APM/BPM/CPM	20	14	2,501.60	1,445.00	1,891.72	0.00	5,838.32
Body & Sheet Metal	0	0	0.00	0.00	0.00	0.00	0.00
Brakes	10	5	2,746.32	1,241.00	889.81	285.60	5,162.73
Charging System	15	7	534.80	1,258.00	2,474.20	0.00	4,267.00
Clutch	0	0	0.00	0.00	0.00	0.00	0.00
Cranking	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
Drive Shaft	0	0	0.00	0.00	0.00	0.00	0.00
Engine	1	0	10.49	102.00	0.00	0.00	112.49
Exhaust	2	2	0.00	102.00	60.00	165.00	327.00
Filters	4	4	39.22	119.00	212.96	0.00	371.18
Fuel System	1	1	0.00	340.00	343.89	0.00	683.89
Hydraulics	2	0	454.70	170.00	0.00	0.00	624.70
Ignition	1	1	0.00	272.00	304.29	0.00	576.29
Instrument/Gauges	3	1	532.82	272.00	12.99	0.00	817.81
Lift Mechanism	1	0	0.00	17.00	0.00	0.00	17.00
Lighting	9	2	119.85	484.50	816.41	0.00	1,420.76
Miscellaneous Maintenance	36	15	2,297.50	1,904.00	2,990.68	1,327.50	8,519.68
Radio Equipment	0	0	0.00	0.00	0.00	0.00	0.00
Rear Axle/Drive	1	0	24.02	34.00	0.00	0.00	58.02
Safety Recall	0	1	0.00	0.00	0.00	0.00	0.00
Service Calls	50	0	0.00	5,049.00	0.00	0.00	5,049.00
Steering	1	1	0.00	204.00	989.09	1,275.00	2,468.09
Suspension	0	4	0.00	0.00	24.20	461.90	486.10
Sweeper Brooms	1	0	200.00	51.00	0.00	0.00	251.00
Tires	16	10	2,450.50	816.00	375.36	516.00	4,157.86
Towing Vehicles	0	0	0.00	0.00	0.00	0.00	0.00
Transmission	0	1	0.00	0.00	0.00	687.50	687.50
Warranty	0	0	0.00	0.00	0.00	0.00	0.00
Wash Job	0	3	0.00	0.00	0.00	215.00	215.00
Wheels/Hub	4	3	234.43	170.00	285.95	0.00	690.38
Monthly Total	190	83	12,894.14	15,546.50	12,467.45	5,553.50	46,461.59

		# of R.O./Inv	Parts	Labor	Total
City Garage		190	12,894.14	15,546.50	28,440.64
Vendor		83	12,467.45	5,553.50	18,020.95
		273	25,361.59	21,100.00	46,461.59

Street Department Monthly Report

Break down of work performed by the Street Department Crew:

Man Hours	Activity
488 HRS.	Street Sweeping
24 HRS.	Building Brooms
176 HRS.	Cold Mix Patching
224 HRS.	Alley Maintenance
286 HRS.	Storm Sewers and Inlets
56 HRS.	Equipment Maintenance
48 HRS.	Work in the Welding Shop
200 HRS.	Work for Building Maintenance
136 HRS.	Stocking Material
72 HRS.	Meetings
80 HRS.	Work for Parks Dept.
64 HRS.	Hauling Trash

The total amounts of material hauled or used:

Quantity	Material
412 YDS.	Sweepings
162 YDS.	Millings
342 YDS.	Alley Material
16 YDS	Cold Mix Used
2248 YDS.	Recycling Material
168 YDS	Trash Hauled

Calls responded to:

Number	Type
18	Dispatched – accidents, spills, debris
9	Complaints
8	Block Party Barricades

FIRE SUPPRESSION/PREVENTION

October 2022

ALARMS

Alarms (City)	110
Alarms (County)	15
Total Alarms	125

FIRE RESPONSE BY STATION

Station 1	28
Station 2	42
Station 3	41
Station 4	14

ZONES

Zone 1 (NW City)	48	Zone 5 (NW County)	6
Zone 2 (NE City)	38	Zone 6 (NE County)	2
Zone 3 (SE City)	17	Zone 7 (SE County)	4
Zone 4 (SW City)	7	Zone 8 (SW County)	1
Out of District 2			

MOST COMMON DAY/TIME

Monday (1300 – 1359 hours)

FIRE DEATHS/INJURIES

Fire Deaths - 0
Fire Injuries - 0

TURNOUT TIMES (Dispatch to Enroute)

Station 1	1:24
Station 2	1:13
Station 3	1:36
Station 4	3:08
Average	1:50

STRUCTURE FIRES

Structure Fires - 1

FALSE ALARM RESPONSE

False Alarms - 30

AVERAGE RESPONSE TIME (Dispatch to Arrival)

Station 1	5:27
Station 2	5:07
Station 3	4:39
Station 4	8:24
Average	5:54

TRAINING HOURS

Fire Training	396
EMS Training	532

PREVENTION PROGRAMS

Fire Investigations	6
Fire/Safety Inspections	50
Smoke Detectors Installed	19
Public Education Activities	14
Plan Reviews	6
Burn Permits Issued	2

EMERGENCY MEDICAL SERVICES

October 2022

EMS RUN BREAKDOWN

City Response	718
County Response	36
Total Responses	754

ZONES

Zone 1 (NW City)	368	Zone 5 (NW County)	8
Zone 2 (NE City)	117	Zone 6 (NE County)	21
Zone 3 (SE City)	137	Zone 7 (SE County)	0
Zone 4 (SW City)	96	Zone 8 (SW County)	7

AVERAGE RUN TIMES

Enroute:	1:42
At Scene:	4:47
On Scene Time:	23:38
To Destination:	20:50
Back in Service:	25:29

MOST COMMON DAY/TIME

Monday – 125 calls for service
Monday – 27 calls from 18:00 –20:59 hours

MOST COMMON COMPLAINT

Falls - 74

OUT OF TOWN TRANSFERS

Lubbock	16
Midland	2
Odessa	6
Roswell	4
Carlsbad	8
Airport	28

CARDIAC ARREST RESPONSES

Cardiac Arrest	15
ROSC	0
ROSC = Return of Spontaneous Circulation	

EMS BILLING

Billed	\$262,480.91
Collected	\$312,014.75

Highlights for the month of October

- Fire Prevention Week (October 9-15, 2022); Public Education shows completed at 14 schools
- HFD Fire Academy cadets attended final burns at the NM State Fire Academy
- Personnel participated and assisted with Project XY at Heizer Middle School
- Two Battalion Chief retirements
- Participated in the Halloween Safe Stops and the CORE Spooktacular



Hobbs Express

Monthly Report - OCTOBER 2022

Passenger Activity	Prior Month Sep-22	Reporting Month Oct-22
No. of Elderly Passengers	727	629
No. of Non-Ambulatory Passengers	121	147
No. of Disabled Passengers	246	214
No. of Other Trips	3350	3427
Total Passenger Trips	4444	4417

Total Bus Route Trips	2445	2436
Total Demand Response/Paratransit Trips	1999	1981
Total Passenger Trips	4444	4417

Vehicle Statistics	Reporting Month Sep-22	Reporting Month Oct-22
Total Vehicle Hours	860.25	745.75
Total Vehicle Miles	11,139	10,263

Revenue Collected	Prior Month Sep-22	Reporting Month Oct-22
Total Fares Collected	\$0.00	\$0.00



HOBBS POLICE DEPARTMENT

November 3, 2022

To: Chief August Fons
Deputy Chief Shane Blevins
Lieutenant Alvin Mattocks

From: Code Enforcement Superintendent Jessica Silva

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

CODE ENFORCEMENT END OF MONTH REPORT (OCTOBER 2022)

Code warnings	302
Code citations	71
Code calls	556
Animal warnings	31
Animal calls	354
Animal citations	62
Inoperable Vehicles	34
Parking Violations	94

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

Accredited By The
New Mexico Law Enforcement Professional Standards Council





Hobbs Animal Adoption Center

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

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

November 4 , 2022

To: Chief Fons
 Captain Garrett
 Lt. James

From: HAAC Manager Missy Funk

Subject: Monthly Statistics HAAC

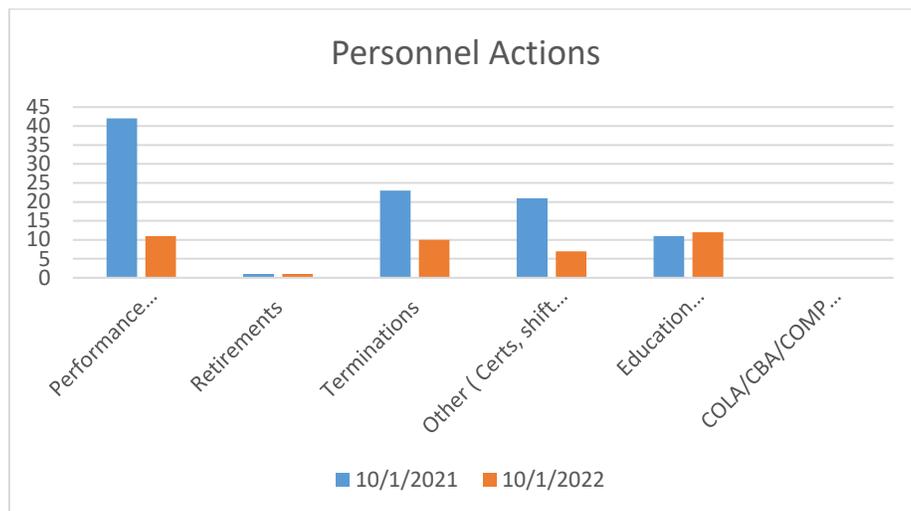
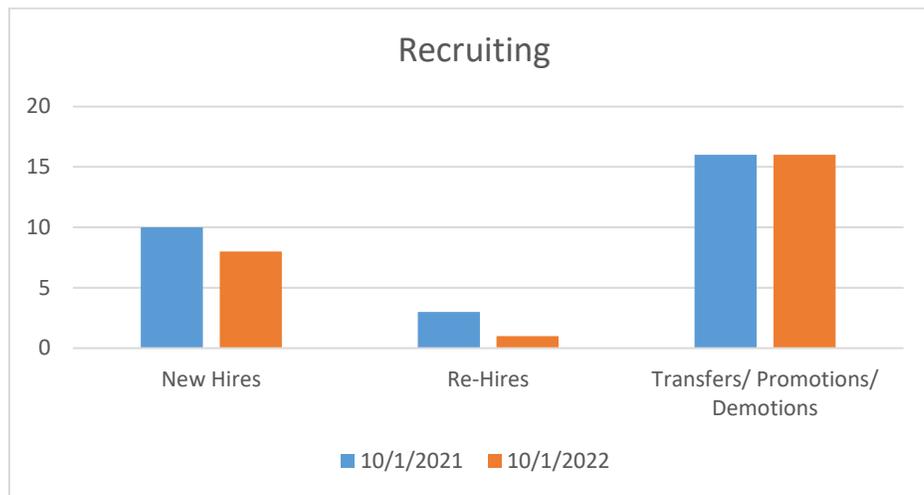
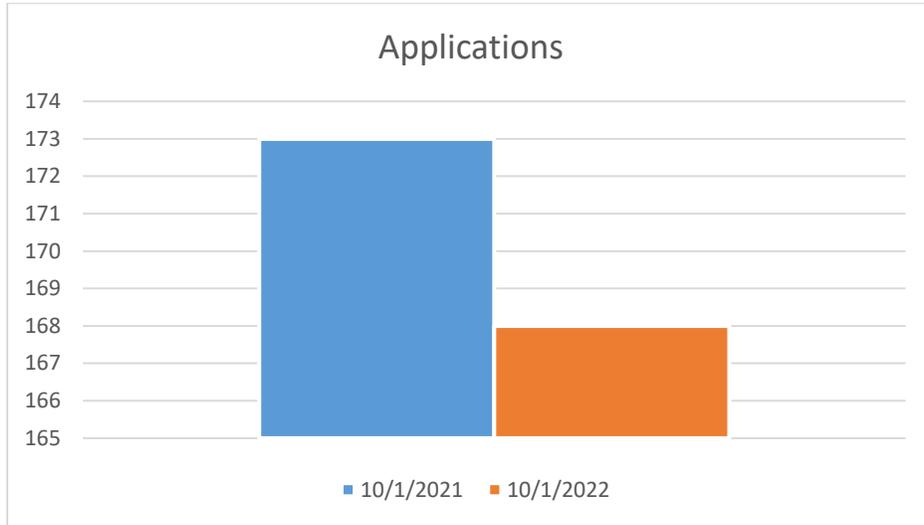
October 2022

Intake:	Cats	Dogs
Dead On Arrival	22	12
Sterilization Only	44	45
Stray	81	128
Transfers In		
Unwanted	13	24
Quarantine	1	28
Clinic Visit shots		
Totals:	161	237
Dispositions:		
Adopted	39	53
Died at Facility	2	2
Dead on Arrival	22	12
Euthanized	11	53
Rescued		35
Return to Owner	4	30
Sterilization Only	60	29
Escaped	1	
Clinic visit shots	1	13
Totals:	140	227

Total Revenue Collected:	Animal Pick Ups:	\$ 625
	Permits/Tags:	\$ 870
	Reclaims:	\$ 530
	Adoptions	\$
	Cremations	\$
	<u>Sterilizations:</u>	<u>\$ 2805</u>
		\$ 4830

HAAC currently has 102 dogs and 22 cats

<u>Unit #</u>	<u>Year/Model</u>	<u>Officer Assigned</u>	<u>Beginning & Ending Mileage</u>	<u>Total Monthly</u>
1434	2013/Chevy	Funk	73370-73553	183
0864	2005/Dodge	Spare	95556-95651	95
0833	2004/Chevy	Spare	95584	



Application Source

	total	total %
Billboard / Sign	1	0.60
Chamber of Commerce Website	0	0.00
City of Hobbs Website	68	40.48
Facebook	0	0.00
Friend / Family	23	13.69
GovernmentJobs.com	12	7.14
Indeed.com	43	25.60
Job Fair	2	1.19
LinkedIn	0	0.00
Municipal League	0	0.00
New Mexico Department of Labor	2	1.19
Newspaper	0	0.00
Other	13	7.74
Radio	0	0.00
Recruiter	4	2.38
Unknown	0	0.00
Totals	168	100.00

New Position Postings for July

IT NETWORK ADMINISTRATOR
CORE KIDS LEAD SPC
LABORATORY TECH
SUPPORT SERVICES ASSISTANT
AQUATICS COORDINATOR

Safety Skills Training:

- Portable Fire Extinguishers

Team Involvement:

- Readied the health insurance proposal for employee coverage
- Planned the updated New Hire Orientation program

Information Technology Department – 72 years combined experience

Christa Belyeu – IT Director
Matt Blandin – Asst. IT Director
Joe Amador – Webpage Specialist

Jeff Sanford – Communications Specialist
Frank Porras – Computer Specialist
Gabriel Jurado – Computer 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 (500)
- Laptops (250)
- 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)

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)

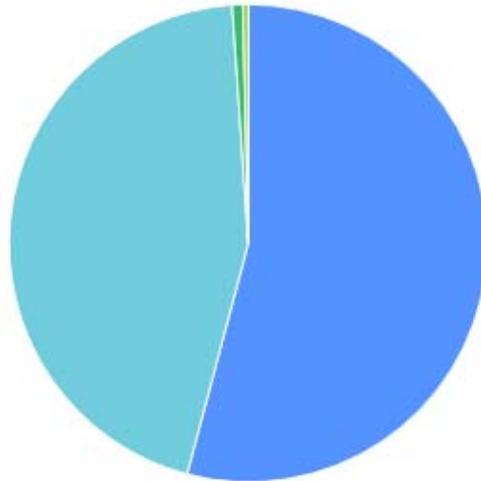
❖ **Outdoor Public Bulletin Boards** (3 units)

❖ **Audio/Video**

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

Inflow by Channel [↗](#)

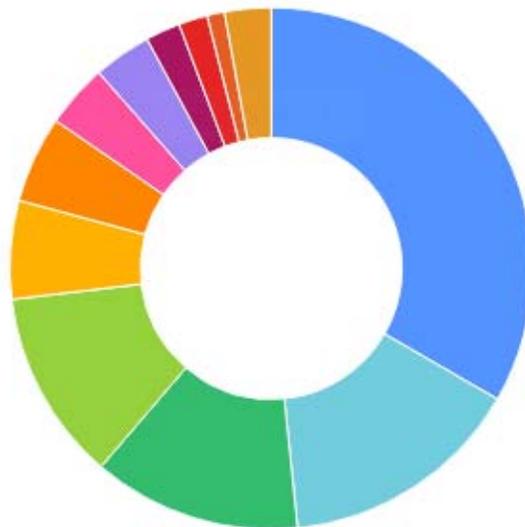
 Pie Chart [▼](#)



Admin Panel	151	Email	125	Support Center	2	API	1	Chat	0
Contact Form	0	Facebook	0	Messaging	0	MS Teams	0	Phone	0
Scheduled Ticket	0	Others	0						

Issue Type [↗](#)

 Donut Chart [▼](#)



Email	93	Software	42	Hardware	36	Webpage	33	Password Reset	17	User setup	15
Radio	11	Other	10	2FA	6	Phone	5	Internet	3	Others	8



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

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

- ❖ Hobbs City Commission – Efren Cortez (10/3 and 10/17)
- ❖ Cemetery Board – Efren Cortez (10/12)
- ❖ Community Affairs Board – Rocío Ocano (N/A)
- ❖ Library Board – Rocío Ocano (N/A)
- ❖ Lodger's Tax Board – Valerie Chacon (10/12)
- ❖ Planning Board – Valerie Chacon (10/18)
- ❖ Utilities Board – Valerie Chacon (10/27)
- ❖ Labor Relations Board – Rocío 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 3
- ❖ Agenda Items drafted 5
- ❖ Resolutions Drafted 2

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

- ❖ Procurement Review 6
- ❖ Contract Review 8

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, and Assistant City Attorney, Amber Leija, prosecute 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 October 2022, the litigation activity of the City Attorney's Office was as follows:

Criminal Litigation:

- ❖ Pretrial Release Hearings: 4
- ❖ Probation Violations: 0
- ❖ Pretrials (Pro Se): 28
- ❖ Pretrials (Attorney): 3
- ❖ Trials: 15
- ❖ Dangerous Dogs/Petitions: 2
- ❖ DWI Cases: 6
- ❖ Shoplifting Cases: 8
- ❖ Appeals in District Court: 0
- ❖ Criminal Pleadings (Mun/Dist.) 79
- ❖ Subpoenas: 40
- ❖ Clio Case Entries: 37

❖ Discovery Submissions 62

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 2
❖ Civil Depositions 1
❖ Civil ADR: 4
❖ Demand Letters: 1
❖ Misc. Hearings (State/Fed.): 2
❖ Discovery Submissions: 1

Miscellaneous:

❖ Trainings: 0
❖ Witness Interviews: 10
❖ In-office consultations: 33
❖ Letters/Correspondence: 861

Areas of Notoriety:

- ❖ The City Attorney's Office has formulated a plan to increase focus on DWI prosecution in the Hobbs Municipal Court in 2023.
- ❖ The Legal webpage was updated to include biographies of all team members in the City Attorney's Office. We are extremely proud of our diverse backgrounds and interests!
- ❖ The City Attorney's Office won 1st Place in the City's Halloween costume event on October 31, 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

October, 2022

Hobbs Public Library

CIRCULATION: 5,725**CIRCULATION BY MATERIAL TYPE:**

Books and Periodicals	3,237
Audio Books & Music	157
DVDs	1,741
E-Books/E-Audio (OverDrive & Gale)	590

CIRCULATION BY PATRON TYPE:

Adult	3,426
Juvenile	636
Senior Citizen	1,013
Used in Library	60

CIRCULATION WITH OTHER LIBRARIES:

	Borrowed	Loaned
Interlibrary Loans	8	8
ELIN Loans	15	10

Total Children's Items Circulated 2,137

Total Adult Items Circulated 2,998

Patron Visits 2,925

Overdue Notices Sent 755

PROGRAMS & PUBLIC SERVICES:

Programs Provided	15
Attendance	473
Passive Programs Provided	12
Passive Programming Participation	207
Meeting Room Use	16

Facebook Page Reach 8,386

Web Site Usage 3,518

HPL Database Usage 1,348

Reference Questions 137

Public Computer Use 365

Board Games 0

PATRON PROFILES:

Adult	15,880
Juvenile (Under 18 Years)	3,419
Senior Citizens (62+ Years)	2,504
Temp ELIN	2,150
Total Active Borrowers	23,953

RECEIPTS:

Materials Paid For \$70.00

Fines & Fees \$178.30

Copy Machine & Public Printouts \$317.80

Total **\$566.10**

Library Patrons Added This Month 47

ITEMS ADDED:

Total Items Added	806
Items Weeded	782

HOLDINGS:

Total Library Holdings 159,620



Hobbs Express

Monthly Report - OCTOBER 2022

Passenger Activity	Prior Month Sep-22	Reporting Month Oct-22
No. of Elderly Passengers	727	629
No. of Non-Ambulatory Passengers	121	147
No. of Disabled Passengers	246	214
No. of Other Trips	3350	3427
Total Passenger Trips	4444	4417

Total Bus Route Trips	2445	2436
Total Demand Response/Paratransit Trips	1999	1981
Total Passenger Trips	4444	4417

Vehicle Statistics	Reporting Month Sep-22	Reporting Month Oct-22
Total Vehicle Hours	860.25	745.75
Total Vehicle Miles	11,139	10,263

Revenue Collected	Prior Month Sep-22	Reporting Month Oct-22
Total Fares Collected	\$0.00	\$0.00

City Manager's Report
Municipal Court – October 2022

Monthly Cases:

Traffic Citations	470
Misdemeanor Citations	48
Environmental Citations	171
Fire Code Violations	0
AGG. DWI	7
DWI – 1 ST	<u>3</u>
Total	699

Courtroom Activity:

Video Arraignments (Jail)	117
Court Appearances – A.M.	19
Court Appearances- P.M.	146
Virtual Court	4
Special Settings	22
Pretrial Court Appearances – A.M.	32
Pretrial Court Appearances – P.M.	24
Attorney Pretrial	5
Trial/Change of Plea Cases	<u>23</u>
Total	392

Other Activity:

Summons issued	1231
Warrants issued	<u>624</u>
Total	1855

Fines/Fees Assessed based on Conviction:

Fines	\$40,736
Fee	<u>\$19,877</u>
Total	\$60,613

Fines/Fees Collected:

Fines	\$32,118
Penalty Assessment Fee	3,137
Automation Fee	2,847
Judicial Education Fee	1,426
Correction Fee	9,538
DWI Prevention Fee	283.00
DWI Lab Fee	<u>485.00</u>
Total	\$49,834.00

Membership & Participation Detail

Member Visits	28,916
Guest Visits	6,455
Classes	216
Programming	-
Tour Participants	12 Tours/37 Participants
Private Rentals	32
Memberships Sold in Month	610

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 October 2022:

	<u># Meals</u>	<u>Donations Received</u>
October 2022 Congregate Meals Served	1,328	\$1,738.86
October 2022 Grab N Go Meals	869	\$ 492.00
October 2022 Home Delivered Meals	2,009	\$1,390.26
October 2022 Frozen Meals Delivered	180	\$ ---
October 2022 Totals	4,386	\$3,621.12
September 2022 Totals	4,379	\$3,418.27

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 October 2022, a total of 180 frozen meals were distributed. The Hobbs Senior Center served 392 seniors a total of 4,386 meals for the month. With a total of 21 serving days in October, the daily average of meals served was 209.

Duplicate Recreation Activities:	737	Exercise:	589
Transportation:	360	Assessment/Reassessment:	112

Recreation

- Fall Adult Art Classes have begun and a total of 33 students are enrolled.
- The Annual Halloween Carnival was held at the Lea County Events Center with thousands in attendance and 8 non-profits operating a total of 38 booths.
- An Adaptive Trick-or-Treat event for those with special needs was held at the Teen Center with a total of 44 participants in attendance.
- A Dive-in Movie was held at the CORE on October 21.
- There were 46 Park Pavilion rentals during October.
- The Recreation Department staff successfully hosted the 2022 NMRPA State Conference at the CORE. The Conference was a big success and staff received many, many compliments on the event and how it might have been the best one ever!

Aquatics

- Aquatics staff continue to hold mandatory weekly in-service trainings for Lifeguards.
- During the month of October, the Tsunami Swim and Dive Teams had a total of 39 swimmers/divers participating.
- The Tsunami Swim and Dive Club hosted their first swim meet on October 15 with 128 swimmers and more than 200 spectators.

Rockwind Community Links Clubhouse

The month of October was a solid month of Fall golf at Rockwind and was the highest grossing October, ever. Sale of hard goods, soft goods, and rounds also eclipsed October 16 landmarks which were the previous best for the month. Four tournaments were held, with three of the four having 90+ golfers, and the fourth (Mewbourne Classic) having 220 golfers which was the biggest event EVER to be held at Rockwind!

Department	Qty	Retail Value	Discount	Pre-Tax Value	Cost Of Goods	Tax TTL	Extension
Golf Equipment Rentals	23	\$290.38	\$0.00	\$290.38	\$0.00	\$14.62	\$305.00
Driving Range	457	\$1,815.65	\$0.00	\$1,815.65	\$0.00	\$91.85	\$1,907.50
Golf Cart Rental Fees	1293	\$19,833.08	\$0.00	\$19,833.08	\$0.00	\$999.48	\$20,832.56
Green Fees	2234	\$31,455.59	\$0.00	\$31,455.59	\$0.00	\$1,584.10	\$33,039.69
Hard Goods Sales	588	\$18,627.92	(\$292.08)	\$18,335.84	\$13,390.91	\$916.88	\$19,252.72
Membership Fees	3	\$1,904.74	\$0.00	\$1,904.74	\$0.00	\$95.26	\$2,000.00
Soft Goods Sales	578	\$16,150.23	(\$703.91)	\$15,446.32	\$9,316.84	\$773.11	\$16,219.43
Food & Beverage	11	\$20.42	\$0.00	\$20.42	\$5.59	\$1.08	\$21.50
Totals for Revenue	5187	\$90,098.01	(\$995.99)	\$89,102.02	\$22,713.34	\$4,476.38	\$93,578.40
Grand Total:	5187	\$ 90,098.01	\$ (995.99)	\$ 89,102.02	\$ 22,713.34	\$ 4,476.38	\$ 93,578.40

KEY PERFORMANCE INDICATORS

Oct-22

Total Pre-Tax Revenue	\$89,102.02
Total Rounds	2234
Avg Green Fee plus Cart Fee per Round	\$23.81
Total Merchandise Sales	\$33,782.16
Merchandise Sales Per Round	\$15.12
F&B Sales Per Round	\$ 0.01
COGS Hard Goods	73%
COGS Soft Goods	60%
COGS F&B	27%
Rounds w/Carts	58%
Total Revenue per Round	\$ 39.88

GREEN FEE BREAKDOWN

EZLinks Prepaid	
GolfNow Prepaid	0
Summary for EZLinks Prepaid	<u>0</u>
Player's Pass 18 Walk	171
Summary for Player's Pass	<u>171</u>
Li'l Rock Adult Resident	143
Li'l Rock Adult Non-Resident	0
Li'l Rock Jr. Comp w/Adult	3
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	13
FootGolf Adult	0
FootGolf Junior Comp	42
Summary for Par 3	<u>203</u>
Public 18	70
Public 9	0
Public Junior	86
Public Senior	11
Public Twilight	22
Public Replay	0
Specials	0
Youth on Course	1
PGA/GCSAA COMP	2
Summary for Public	<u>192</u>
Punch Pass	45
Summary for Punch Pass	<u>45</u>
Rain Check	0
Summary for Rain Check	<u>0</u>
Resident 18	525
Resident Junior	3
Resident Senior 18	162
League Fee	0
Complimentary Round	5
Resident Twilight	125
Team Practice Round	80
Resident 9	109
Marshal/Team Green Fee	3
Resident Replay	0
Summary for Resident	<u>1012</u>
Tournament Fees	611
Summary for Tournament -	<u>611</u>
Grand Total:	2234

Teen Center

- Teen Center staff continues with Fall programming for Teens with several activities scheduled.
- The Teen Center hosted a Teen of the Month event.
- The Teen Center hosted a Safe Stop and Open House on Halloween, 200 teens and families attended.
- The Teen Center was the location for the City's Adaptive Trick or Treat event with 44 special needs participants attending.
- Teen Center staff hosted a booth during the CORE's Health Fair.
- Staff continues to offer rides home for teens who attend the Teen Center in the evening.

RISK MANAGEMENT REPORT

October 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.
- Conducted monthly review of all open claims with City's insurance agent.
- Reviewed insurance monthly loss runs report.
- Finalized insurance contracts with insurance carriers for FY23-24.
- Reviewed & processed for payment 0 applications for notary bond.
- Endorsed 1 new vehicles and/or equipment to city's insurance policy.
- Reviewed 32 Incident Reports from various city departments, associated police reports and video footage; established claims where required.
- Reviewed 21 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	
<u>CLASS</u>	<u>ACTIVE ACCOUNTS</u>	<u>Billed gallons August 2021</u>	<u>ACTIVE ACCOUNTS</u>	<u>Billed gallons August 2022</u>	
Residential	11,684	107,710,224	11,780	110,836,652	
Commercial	1,817	49,102,871	1,800	50,132,094	
City Accounts	209	22,252,586	210	19,608,106	
School Accounts	58	7,389,871	62	10,881,524	
Irrigation	267	8,956,388	264	10,833,200	
Unbilled Maintenance		3,000,000		1,500,000	
	14,035	198,411,940	14,116	203,791,576	

LABORATORY	October 2021	October 2022
Total Drinking Water Tests	49	46
Total Wastewater Tests	739	758
Liquid Waste Received (gallons)	255,364	56,970

WASTEWATER RECLAMATION FACILITY		
Influent (Million Gallons)	96.606	92.657
Effluent (Million Gallons)	89.615	91.148
Solids Removed (Dry Pounds)	96,129	0*

*Centrifuge is out of service for repairs

WATER PRODUCTION REPORT - OCTOBER 2022

WATER PRODUCED	
Total monthly water produced, million gallons	199,638,000
Total monthly water distributed, million gallons	197,957,000
CHLORINE	
Monthly chlorine average residual, milligrams/liter	0.51
Monthly chlorine gas dosed to system (lbs)	1,589
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 OCTOBER 2022

WORK DESCRIPTION

Meter lid replacement	65
Meter box replacement	20
Meter stop / valve replacement	10
Meter change out 3/4"	15
Meter change out 1"	0
Meter change out 2"	1
Meter change out 3"	0
Meter change out 4"	0
Meter change out 6"	0
Set new 3/4" meter	15
Set new 1" meter	0
Set new 2" meter	1
Set new 3" meter	0
Set new 4" meter	0
Set new 6" meter	1
Service lateral leaks/repair	40
Service lateral replacement	5 qty - 40 feet
New Service Lateral	4 qty - 50 feet
Low water pressure investigation	1
Water quality investigations	0
Main line leaks/repair	3
Main line replacement (feet)	300
Valve maintenance	155
Valve new install/replacement	5
Fire hydrant maintenance	150
Fire hydrant repair/replacement	4
Fire hydrant meter maintenance	0
Fire hydrant meter set	2
New fire hydrant installed	15
Vehicle/equipment maintenance hours	20
Unaccounted/unmetered water loss	1,200,000
Miscellaneous afterhour calls	10
Emergency Call Outs (From 6:00pm to 7:00am)	65

WORK DESCRIPTION

QUANTITY

Manhole maintenance	29
Manholes cleaned	15
Sewer main line cleaned (feet)	15,331
Sewer stoppages	86
Sewer main line video inspections	0
Odor complaints	3
Sewer pre-treatment additives	45 gallons
Property damage from sewer	0
Sewer main line repair/replacement	0

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)	75

UTILITIES MONTHLY PLUMBER REPORT OCTOBER 2022	QUANTITY
Sewer stoppages	19
Odor complaints	2
Water leaks	22
Pool maintenance	0
Emergency call outs (from 5:00 pm to 7:00 am)	0
Core	27