



# **CITY MANAGER'S MONTHLY REPORT**

June 2023

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  
Amber Lejia

**CITY CLERK'S OFFICE**

City Clerk  
Deputy City Clerk  
Public Transportation

Jan Fletcher  
Mollie Maldonado  
Jacque Pennington

**LIBRARY SERVICES**

Library Director

Nichole Lawless

**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  
Golf Course/Trail  
Sports Fields

Bryan Wagner  
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  
Vacant  
Shawn Smith  
Eddie Trevino  
Bryan Ussery

**UTILITIES DEPARTMENT**

Utilities Director  
WWRF Supt.  
WWRF Maintenance 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](mailto:jnymeyer@hobbsnm.org)

**Julie Nymeyer**  
Executive Assistant

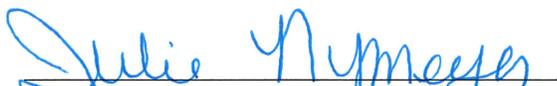
June 30, 2023

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

Attached is the City Manager's Monthly Report for the month of June, 2023. This report provides general and performance information to the City Commission and the public on programs and services provided by the City. The data is compiled internally by each department/division for the purpose of improving services, responsible budgeting and enhancing transparency in local government.

This month the City of Hobbs Social Wellbeing Committee held an Ice Cream Social at Fire Station 2. They had ice cream floats, basketball, volley ball and lawn games. The CORE celebrated their 5-year anniversary with the annual COREfest on June 3<sup>rd</sup>. We thank each and every team member who helped coordinate these events and those who participated.

Sincerely,

  
Julie Nymeyer, Executive Assistant



**CITY CLERK'S OFFICE**  
*Monthly Report - June 2023*

	Apr-23	May-23	Jun-23
Business Registrations - New	30	33	12
Business Registrations - New Owner	1	6	1
Business Registrations- Change of Address	3	0	4
Renewals	24	20	6
Web Payment Renewals	0	0	0
Total Business Registrations Activity	58	59	23
Active Business Registrations for the Month	2130	2155	2167
Fireworks	0	0	6
Junk Yard Licenses	1	0	0
Liquor License	1	1	41
Mobile Business Licenses	10	3	3
Pawn Brokers	0	0	1
Secondhand Dealer's Licenses	0	0	2
Solicitor's Permit	1	0	3
Temporary Vendor's Licenses	0	2	0
Cemetery Deeds Issued/Processed	27	34	33
Public Documents Notarized	119	119	136
Public Records Request	30	38	39
Regular City Commission Meetings <i>6/5/23, 6/20/23</i>	2	2	2
Special City Commission Meetings	0	0	0
City Commission Work Session/Closed Meetings	0	2	0
Notice of Potential Quorum <i>6/21/23</i>	0	2	1
Resolutions and Ordinances Attested	16	12	18
Consideration of Approval	5	2	3
Total Volume of Transactions on Tyler Cashiering	386	386	350
Total Amount	\$ 637,164.77	\$ 870,669.45	\$ 724,239.14
Web Payments Online for All Departments	\$ -	\$ -	\$ -
Grand Total	\$ 637,164.77	\$ 870,669.45	\$ 724,239.14

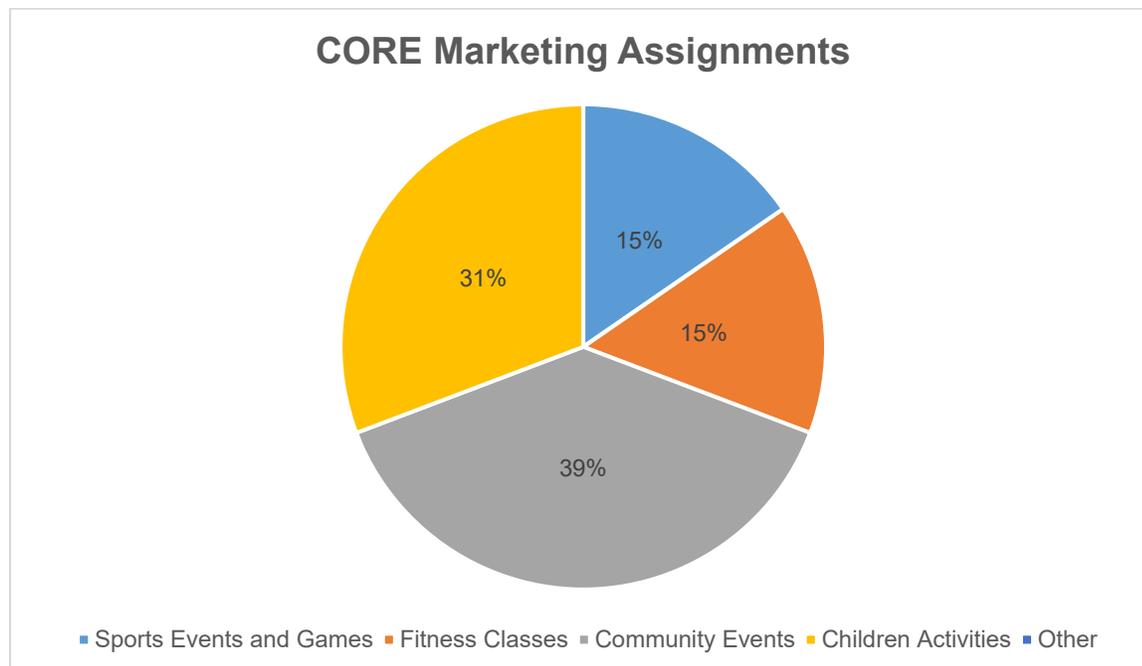
## COMMUNICATIONS DEPARTMENT

### Monthly Report June 2023

#### DEPARTMENT HIGHLIGHTS

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. In addition to the daily duties carried out by the Communications Department, the following unique tasks or advertising campaigns were performed:

- Press releases this month (includes social media posts and other advertising actions):
  - Rockwind Grill Under New Management
  - Hobbs Fireworks Safe Zone and Display
  - Hobbs Court Remodeling Complete
  - Road closures/construction (multiple)
- Social Wellbeing Committee:
  - Held Monthly Social Wellbeing Event – Ice Cream Floats at Fire Station #2
- Special attention on the following high-volume events:
  - 5<sup>th</sup> Annual COREfest (5-Year Anniversary of the CORE) – June 3<sup>rd</sup>
  - Beginning of advertising for the 5K/3K Color Run – July 22<sup>nd</sup>
  - Two-Day Pickleball Tournament – July 29<sup>th</sup>
  - Beginning of advertising for the Healthy Happens Here: Back to School Edition

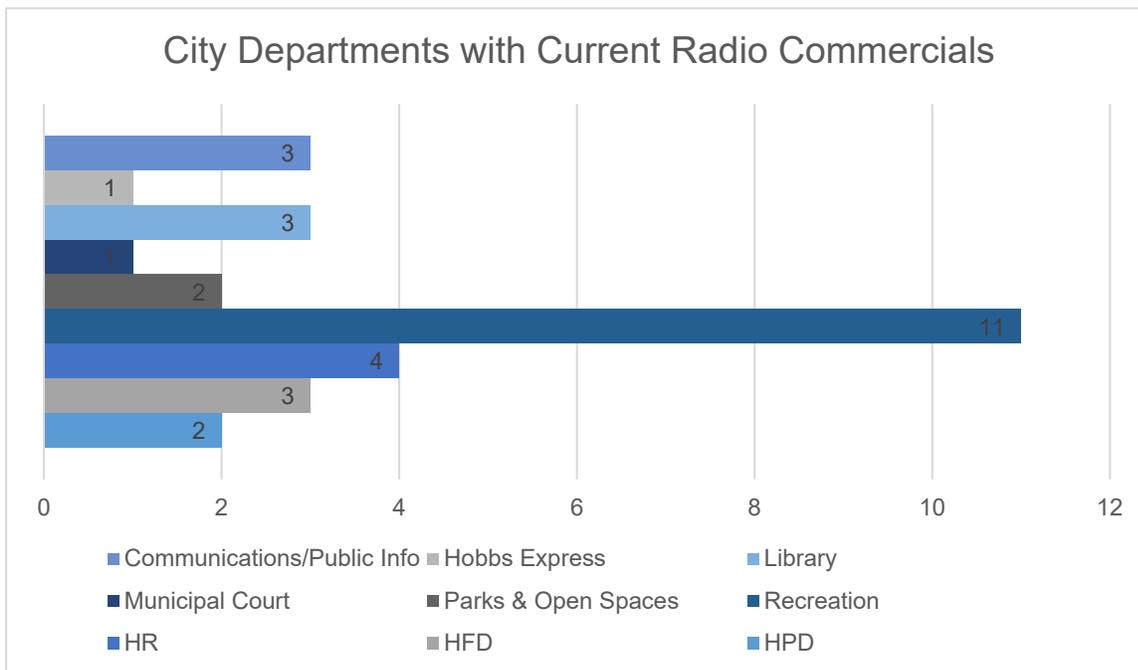
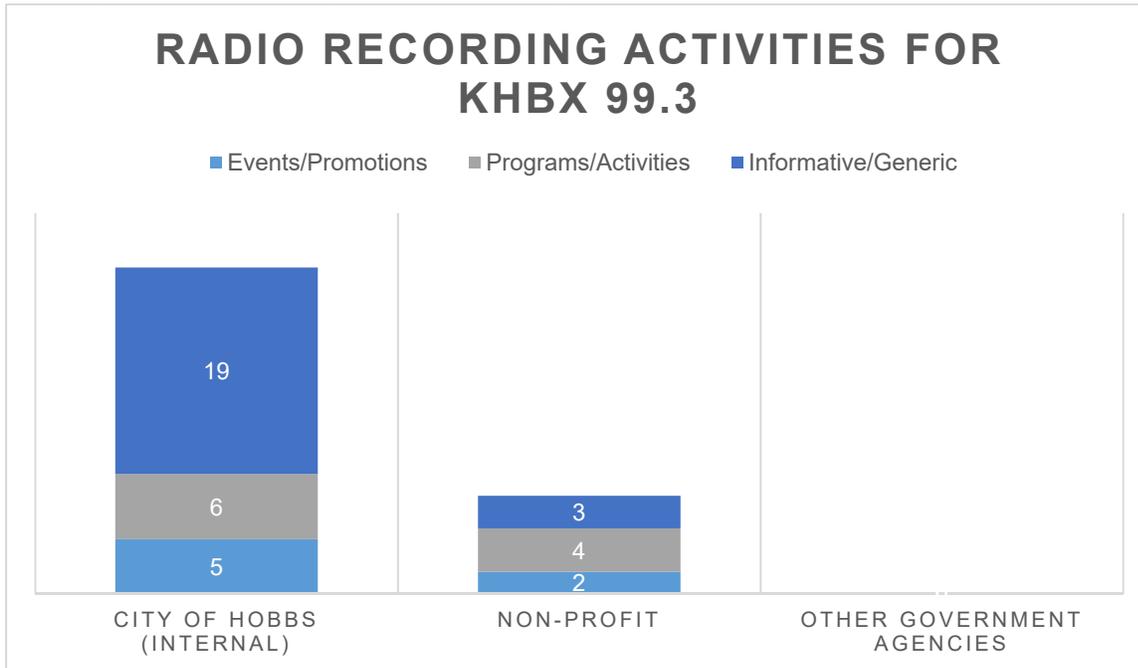




## COMMUNICATIONS DEPARTMENT Monthly Report June 2023

### RADIO STATION, 99.3 KHBX

Biweekly radio recordings with City departments, local nonprofits, and other government agencies are held to promote community functions for all ages and interests.



# COMMUNICATIONS DEPARTMENT

## Monthly Report

### June 2023

#### SOCIAL MEDIA INSIGHTS for The City of Hobbs Facebook and Instagram Pages

Facebook reach ⓘ



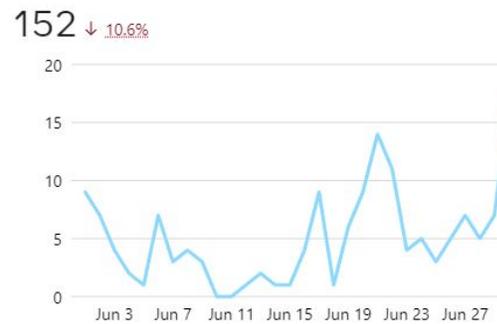
Instagram reach ⓘ



Facebook visits ⓘ



Instagram profile visits ⓘ



Facebook Page new likes ⓘ



New Instagram followers ⓘ



**DATA ANALYSIS AND CONCLUSION SUMMARY:**

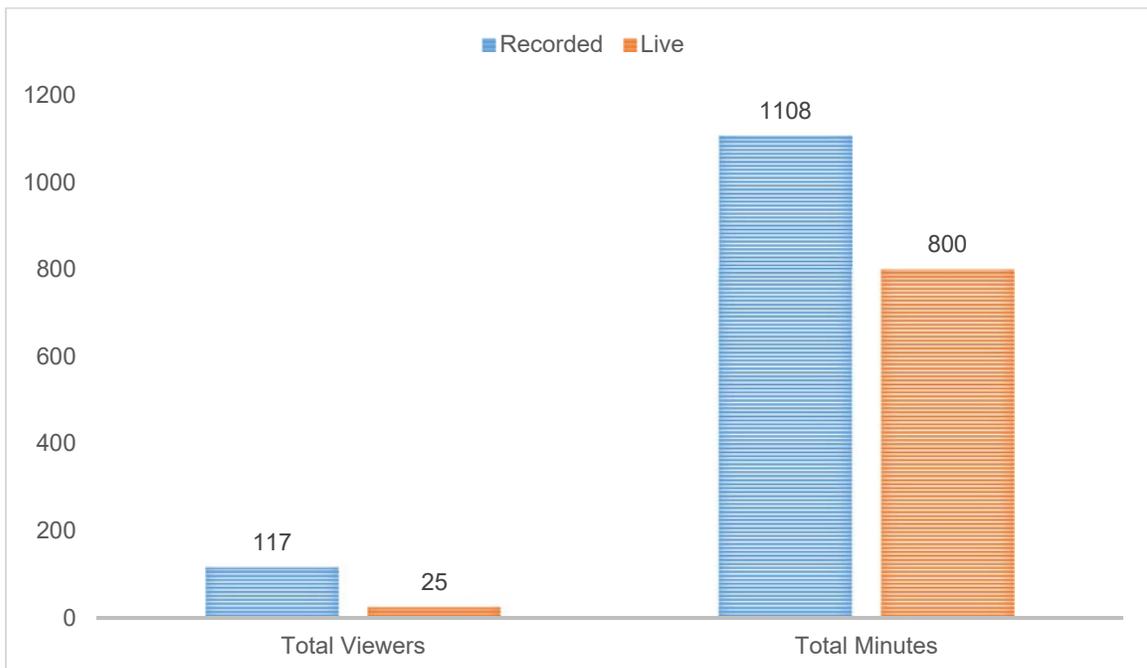
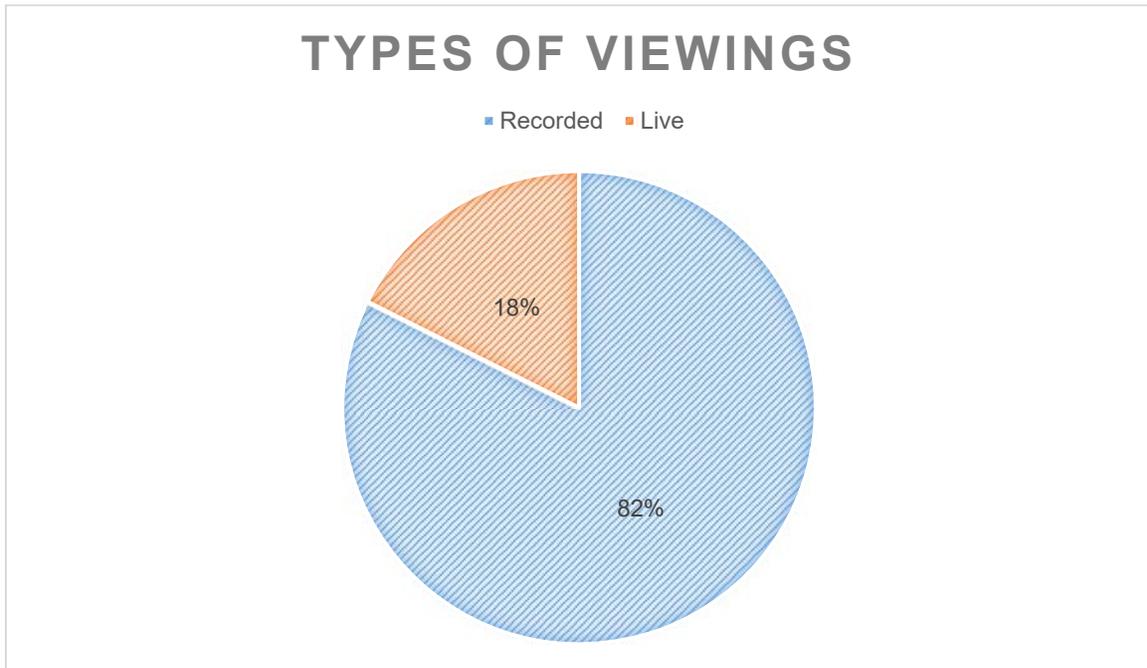
*Most of our insights dropped significantly between June 9-15 due to no new posts being made during this time. During these dates, department work was focused elsewhere, and there was minimum content received/gathered. Once posts began again, the numbers rose quickly, showing that consistent activity is necessary. As we approached Independence Day and began to share info regarding the Safe Zone and fireworks display, numbers steadily climbed as users shared, reacted, and commented on these posts about one of the biggest holidays of the year.*

*We stand by the assessment from May 2023's report that the next couple of months needs additional posts recognizing employees and other individuals instead of showing advertisements in order to drive up numbers.*

## COMMUNICATIONS DEPARTMENT Monthly Report June 2023

### Livestreamed City Commission Meetings for June 2023 Insights

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



# CITY OF HOBBS BUILDING REPORT

## Total Type of Construction

for period ending June 01, 2023-June 30, 2023

<b>Commercial</b>		<b># OF PERMITS</b>	<b>VALUATION</b>	<b>FEES</b>
COMM SEWER TAP & EXCAVATION	Commercial	2	\$3,000.00	\$580.00
COMMERCIAL CARPORT	Commercial	1	\$13,800.00	\$144.00
COMMERCIAL ELECTRICAL	Commercial	10	\$15,000.00	\$504.00
COMMERCIAL REMODEL	Commercial	12	\$1,079,257.00	\$4,172.00
COMMERCIAL RE-ROOFING	Commercial	3	\$140,224.00	\$640.00
COMMERCIAL SIGN	Commercial	3	\$55,065.00	\$432.00
NEW COMMERCIAL	Commercial	4	\$1,552,412.00	\$3,110.89
<b>TOTAL</b>		<b>35</b>	<b>\$2,858,758.00</b>	<b>\$9,582.89</b>

<b>Residential</b>		<b># OF PERMITS</b>	<b>VALUATION</b>	<b>FEES</b>
RES SEWER TAP & EXCAVATION	Residential	5	\$7,500.00	\$1,450.00
RESIDENTIAL ADDITION	Residential	8	\$351,155.00	\$1,944.00
RESIDENTIAL CURB CUTS	Residential	2	\$6,400.00	\$40.00
RESIDENTIAL DEMOLITION	Residential	6	\$32,415.00	\$180.00
RESIDENTIAL ELECTRICAL	Residential	44	\$66,000.00	\$3,411.00
RESIDENTIAL FENCE	Residential	5	\$7,400.00	\$50.00
RESIDENTIAL FOOTING/FOUNDATION	Residential	1	\$7,200.00	\$72.00
RESIDENTIAL REMODEL	Residential	8	\$136,610.00	\$950.00
RESIDENTIAL RE-ROOF	Residential	13	\$135,765.00	\$1,160.00
RESIDENTIAL SINGLE FAMILY	Residential	40	\$11,705,165.00	\$25,388.10
RESIDENTIAL SOLAR	Residential	8	\$290,932.00	\$1,920.00
RESIDENTIAL STORAGE	Residential	3	\$23,735.00	\$252.00
RESIDENTIAL SWIMMING POOL	Residential	4	\$505,360.00	\$1,256.00
<b>TOTAL</b>		<b>147</b>	<b>\$13,275,637.00</b>	<b>\$38,073.10</b>

COMMERCIAL		35	\$2,858,758.00	\$9,582.89
RESIDENTIAL		147	\$13,275,637.00	\$38,073.10
<b>TOTAL COMBINED</b>		<b>182</b>	<b>\$16,134,395.00</b>	<b>\$47,655.99</b>



**ENGINEERING / PLANNING  
TRAFFIC / GIS-MAPPING DEPARTMENTS  
MONTHLY REPORT  
JUNE 2023**

**ENGINEERING DEPARTMENT**

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

**COMMUNITY PROGRAMS & SERVICES:**

Addressing Assignment:

		This Month	2022 Total	2023 Total
<b>Permanent / Temporary Addresses:</b> <i>*Includes Master Subdivision Addresses</i>		3	52	20

**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)

**June 2023**

**ArcGIS Enterprise Server (Update):**

**Precinct Data and Map:** On June 25<sup>th</sup> the GIS Division started working on updating the precinct dataset used by the City's Clerk's Office. This required the GIS Division to build the precinct up from the legal description and then subdivided them based on elected office boundaries (commission, state rep, congressional, etc.). The dataset was updated on June 30<sup>th</sup>, but there is still some work to be done as the City is waiting for a response from the County Clerk's Office.

**Python Training:** The GIS Division attended an online training course for Python programming. This was a major project worked on by the GIS Division during the month of June. This training started with a self-paced 4-hour ESRI web course on June 9<sup>th</sup> and concluded with a 24-hour Instructor Led ESRI class on June 12<sup>th</sup> – 14<sup>th</sup>. The reason the GIS Division is putting so much effort into learning Python is we have reached the limits of being able to meet the current work request load without additional staffing. The plan is to spend the next few months constructing "basic" scripts that will remove some of the time-consuming repetitive tasks from the division's task list. By late fall the GIS Division is hoping to have created automated systems to take care of several tasks we are having trouble finding the time to work on (Title 16 Data and Report generation). The plan is to better serve both the City of Hobbs and the citizens of the area by creating tools that will allow the GIS Division to either respond faster or allow people outside the division to self-



**ENGINEERING / PLANNING  
TRAFFIC / GIS-MAPPING DEPARTMENTS  
MONTHLY REPORT  
JUNE 2023**

serve their mapping needs. Moving forward, the GIS Division will be spending ~10% of its time working on Python scripting.

**HAR & PCI Map(s):** On June 7<sup>th</sup> the Engineering Department reached out to the GIS Division on behalf of General Services for a set of maps showing the PCI (pavement condition index) ratings based on the year they were HAR-ed (hot asphalt recycle). These maps were trying to look at the effects of HAR on the PCI rating of the roadway, and how much “extra life” we have from performing a HAR. This map set was completed on June 15<sup>th</sup>, with the only thing that could be determined from the maps being: that only areas that had been HAR-ed in the last 4 years were above the roadway system average PCI rating.

**Lead and Copper Residential Sampling Map:** On June 23<sup>rd</sup> the Water Production Division reached out to the GIS Division to get a set of Lead and Copper Sampling Maps created. These maps show residential addresses that the City of Hobbs samples every 3 years. Due to the clustering of the sampling sites, the final product was a data-driven map set containing 9 different pages. The map was provided to Water Production and then the State on June 27<sup>th</sup>.

**The Month’s Buffer Maps:** During the month of June the GIS Division completed the following buffer maps (5) 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.

Rockwind Community Links (5001 Jack Gomez Blvd.), Rocky Mountain Cannabis (305 E. Sanger St., Suite #300); High Horse Investment LLC (2126 W. Marland Blvd.); Somethin or Nothin (922 N. Thorp St.); Tom's Sharp Shop (317 W. Sanger St.)

**PLANNING DEPARTMENT:**

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The following is a summary of the historical growth statistics.

**City of Hobbs Growth Statistics**

<b>Land Development</b>	2015	2016	2017	2018	2019	2020	2021	2022
Annexations	1.37	1.31	0	163.23	0	1.3	0	95.44
Subdivisions	8	1	3	1	5	4	6	10
Lots Gained	304	102	13	42	186	197	160	196
Summary Subdivisions	44	33	42	31	47	41	31	40

City Commission Planning Summary:



**ENGINEERING / PLANNING**  
**TRAFFIC / GIS-MAPPING DEPARTMENTS**  
**MONTHLY REPORT**  
**JUNE 2023**

June - The City Commission reviewed and considered the following:

- Adopted Resolution # 7344 - Approving the Final Plan for the Crosswinds Subdivision.
- Adopted Resolution # 7345 - Approving a Dedication of Property Located in Section 15, Township 18 South, Range 38 East..
- Adopted Resolution # 7346 - Approving the Vacation\Replat of a portion of Scharbauer & Houston.
- Adopted Resolution # 7348 - Approving a Market Rate Single Family Development Agreement with Stuard Homes, LLC.

*Planning Board Summary:*

June - The Planning Board reviewed and considered action on 2 items in a Regular Meeting:

- Reviewed and Considered a Fair Share Development Agreement for the extension of public infrastructure (Water & Sewer) within the Comanche ROW in the ETJ.
- Discussed the FY 2025-2029 Infrastructure Capital Improvement Plan (ICIP) process.



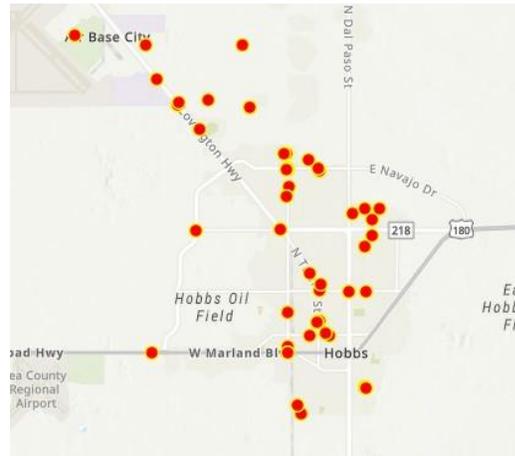
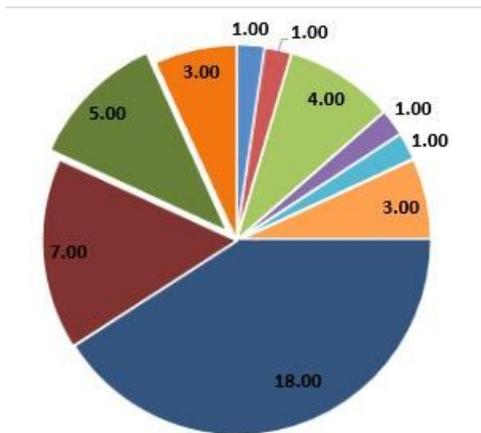
**ENGINEERING / PLANNING**  
**TRAFFIC / GIS-MAPPING DEPARTMENTS**  
**MONTHLY REPORT**  
**JUNE 2023**

**TRAFFIC DIVISION:**

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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**



- |                                     |                                     |                               |
|-------------------------------------|-------------------------------------|-------------------------------|
| 14. Cabinet Service = 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 |                                     |                               |
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**Major Damage:**

- No major damages for the month of June

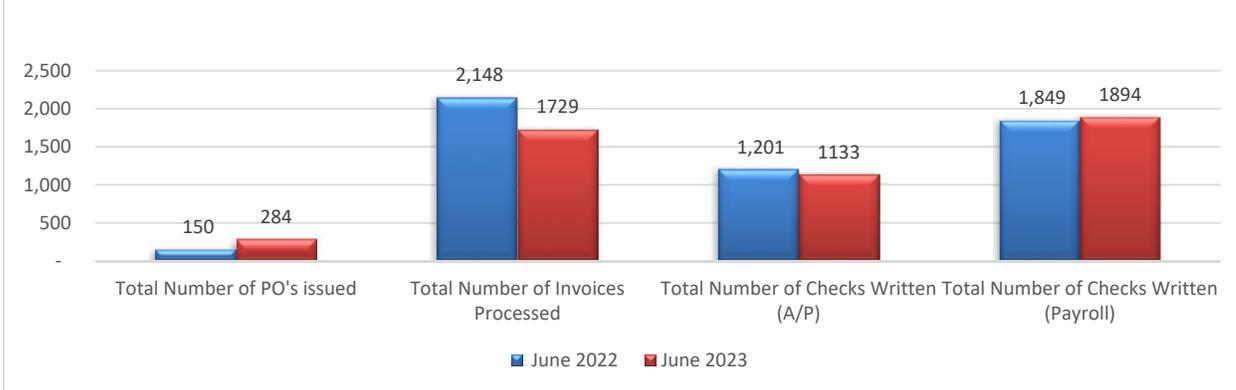
**Monthly Measurement**  
**Finance Department**  
**Fiscal Year 2023**

Cash Statistics	June 2022	June 2023
Beginning Cash Balance	143,266,618	161,231,977
Monthly Cash In (Revenue - all funds)	10,711,230	30,410,661
Monthly Cash Out (Expenditures - all funds)	11,623,147	12,464,947
<b>Ending Cash Balance</b>	<b>142,354,701</b>	<b>179,177,691</b>

**Finance Transaction Statistics**

	June 2022	June 2023		
Total Number of PO's issued	150	284	daily average	14
Total Number of Invoices Processed	2,148	1729	daily average	86
Total Number of Checks Written (A/P)	1,201	1133	weekly average	283
Total Number of Checks Written (Payroll)	1,849	1894	bi-weekly average	631

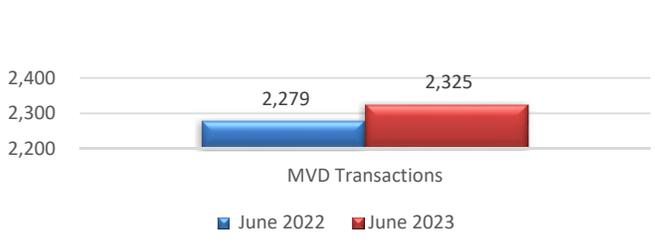
**Financial Transaction Averages**



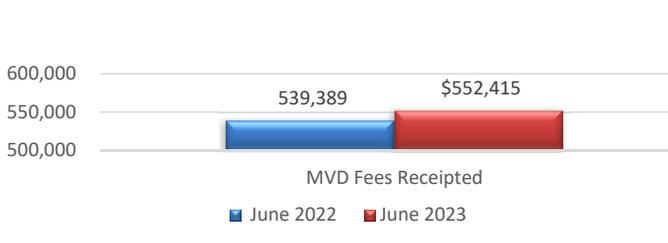
MVD Statistics	June 2022	June 2023
MVD Transactions	2,279	2,325
MVD Fees Received	539,389	\$ 552,415

daily average	116
daily average	\$ 27,621

**MVD Transaction Averages**



**MVD Fees Received**



**June - 2023**

**General Services - Garage**

In June - 2023 The City Garage had a total of 180 Repair Orders/Invoices. Of the 180 R.O./Invoices, 144 were repaired in house and 36 were out sourced. The monthly total outlay for the garage as well as subcontracted parts and labor totaled \$ 60,287.26 Below is a break-down by categories. The break-down includes all parts and labor.

<b>Work Performed</b>	<b># of City R.O./Inv</b>	<b># of Vendor R.O./Inv</b>	<b>Garage Parts \$</b>	<b>Garage Labor \$</b>	<b>Vendor Parts \$</b>	<b>Vndor Labor \$</b>	<b>Total \$</b>
AC/Heater/Vent	7	3	2,360.89	1,156.00	1,067.15	1,590.00	6,174.04
Accident Repair	0	3	0.00	0.00	1,736.33	3,006.00	4,742.33
Air Intake	0	1	0.00	0.00	472.82	1,330.00	1,802.82
Antifreeze	0	0	0.00	0.00	0.00	0.00	0.00
APM/BPM/CPM	16	7	3,496.35	1,394.00	629.30	0.00	5,519.65
Body & Sheet Metal	0	0	0.00	0.00	0.00	0.00	0.00
Brakes	11	0	3,659.63	1,360.00	0.00	0.00	5,019.63
Charging	13	0	2,163.54	1,156.00	0.00	0.00	3,319.54
Clutch	0	0	0.00	0.00	0.00	0.00	0.00
Cranking	0	1	0.00	0.00	104.39	1,740.00	1,844.39
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	7	1	493.63	1,122.00	980.95	770.00	3,366.58
Exhaust	0	1	0.00	0.00	3,777.00	0.00	3,777.00
Filters	4	0	93.65	136.00	0.00	0.00	229.65
Front Axle	1	0	93.99	68.00	0.00	0.00	161.99
Fuel System	6	1	552.92	238.00	160.11	907.50	1,858.53
Hydraulics	2	1	388.47	340.00	3,703.00	800.00	5,231.47
Ignition	0	0	0.00	0.00	0.00	0.00	0.00
Instrument/Gauges	0	0	0.00	0.00	0.00	0.00	0.00
Lift Mechanism	0	1	0.00	0.00	30.00	110.00	140.00
Lighting	10	0	1,706.89	867.00	0.00	0.00	2,573.89
Miscellaneous Maintenance	20	3	2,559.13	1,802.00	477.80	453.00	5,291.93
Radio Equipment	0	0	0.00	0.00	0.00	0.00	0.00
Rear Axle/Drive	0	0	0.00	0.00	0.00	0.00	0.00
Safety Recall	0	0	0.00	0.00	0.00	0.00	0.00
Service Calls	25	0	0.00	2,754.00	0.00	0.00	2,754.00
Steering	1	0	252.09	68.00	0.00	0.00	320.09
Suspension	1	1	0.00	34.00	0.00	89.95	123.95
Sweeper Brooms	1	0	200.00	0.00	0.00	0.00	200.00
Tires	17	11	3,900.09	816.00	0.00	831.00	5,547.09
Towing Vehicles	0	1	0.00	0.00	0.00	120.00	120.00
Transmission	0	0	0.00	0.00	0.00	0.00	0.00
Warranty	0	0	0.00	0.00	0.00	0.00	0.00
Wash Job	0	0	0.00	0.00	0.00	0.00	0.00
Wheels/Hub	2	0	66.69	102.00	0.00	0.00	168.69
<b>Monthly Total</b>	<b>144</b>	<b>36</b>	<b>21,987.96</b>	<b>13,413.00</b>	<b>13,138.85</b>	<b>11,747.45</b>	<b>60,287.26</b>

	<b># of R.O./Inv</b>	<b>Parts</b>	<b>Labor</b>	<b>Total</b>
<b>City Garage</b>	<b>144</b>	<b>21,987.96</b>	<b>13,413.00</b>	<b>35,400.96</b>
<b>Vendor</b>	<b>36</b>	<b>13,138.85</b>	<b>11,747.45</b>	<b>24,886.30</b>

180 35,126.81 25,160.45 60,287.26

# June 2023 Street Department Monthly Report

Break down of work performed by the Street Department Crew:

Man Hours	Activity
312 HRS.	Street Sweeping
40 HRS.	Building Brooms
96 HRS.	Cold Mix Patching
64 HRS.	Alley Maintenance
256 HRS.	Storm Sewers and Inlets
96 HRS.	Maintenance
72 HRS.	Work in the Welding Shop
104 HRS.	Hot Mix
56 HRS.	Haul Caliche
32 HRS.	Work for Parks
40 HRS.	Stocking Material
144 HRS.	Meetings
16 HRS.	Work for Garage
104 HRS.	Work for Cemetery
16 HRS.	Work for Golf Warehouse
232 HRS.	Haul Trash

The total amounts of material hauled or used:

Quantity	Material
248 YDS	Sweepings
768 YDS	Alley Material
7 YDS	Cold Mix
756 YDS	Trash Hauled
10 YDS	Hot Mix Used

Calls responded to:

Number	Type
11	Dispatched – accidents, spills, debris
18	Requests
5	Block Party Barricades

# FIRE SUPPRESSION/PREVENTION

June 2023

## ALARMS

Alarms (City)	153
Alarms (County)	26
Total Alarms	179

## FIRE RESPONSE BY STATION

Station 1	62
Station 2	32
Station 3	64
Station 4	21

## ZONES

Zone 1 (NW City)	58	Zone 5 (NW County)	12
Zone 2 (NE City)	27	Zone 6 (NE County)	8
Zone 3 (SE City)	49	Zone 7 (SE County)	1
Zone 4 (SW City)	19	Zone 8 (SW County)	3
Out of District 2			

## MOST COMMON DAY/TIME

Wednesday (1200 - 1259 hours)

## FIRE DEATHS/INJURIES

Fire Deaths - 0  
Fire Injuries - 0

## TURNOUT TIMES (Dispatch to Enroute)

Station 1	1:36
Station 2	1:27
Station 3	1:08
Station 4	1:20
<b>Average</b>	<b>1:22</b>

## STRUCTURE FIRES

Structure Fires - 3

## FALSE ALARM RESPONSE

False Alarms - 34

## AVERAGE RESPONSE TIME (Dispatch to Arrival)

Station 1	5:21
Station 2	6:35
Station 3	5:03
Station 4	5:53
<b>Average</b>	<b>5:43</b>

## TRAINING HOURS

Fire Training	708
EMS Training	399

## PREVENTION PROGRAMS

Fire Investigations	13
Fire/Safety Inspections	70
Smoke Detectors Installed	6
Public Education Activities	6
Plan Reviews	8
Burn Permits Issued	2

# EMERGENCY MEDICAL SERVICES

June 2023

## EMS RUN BREAKDOWN

City Response	754
County Response	38
Total Responses	792

## ZONES

Zone 1 (NW City)	357	Zone 5 (NW County)	13
Zone 2 (NE City)	122	Zone 6 (NE County)	21
Zone 3 (SE City)	169	Zone 7 (SE County)	0
Zone 4 (SW City)	106	Zone 8 (SW County)	4

## AVERAGE RUN TIMES

Enroute:	1:43
At Scene:	4:18
On Scene Time:	32:31
To Destination:	16:04
Back in Service:	30:24

## MOST COMMON DAY/TIME

Friday – 127 calls for service  
Wednesday – 34 calls from 12:00 – 14:59 hours

## OUT OF TOWN TRANSFERS

Lubbock	17
Midland	2
Odessa	1
Roswell	8
Carlsbad	1
Airport	29
Helipad	23

## MOST COMMON COMPLAINT

Sick person - 65

## CARDIAC ARREST RESPONSES

Cardiac Arrest	12
ROSC	4
ROSC = Return of Spontaneous Circulation	

## EMS BILLING

Billed	\$216,137.03
Collected	\$230,096.88

## Highlights for the month of June

- 8 personnel obtained IFSAC Emergency Vehicle Driver certifications
- Completed quarterly drill with GEO Group
- Fireworks/Safe Zone planning
- Fire Chief and Deputy Chief attended Lea County Fire Chiefs meeting
- Two, week-long fire and safety kid's camps held at Station 1; approximately 25 kids per camp



# Hobbs Express

Monthly Report - JUNE 2023

<b>Passenger Activity</b>	<b>Prior Month May-23</b>	<b>Reporting Month Jun-23</b>
No. of Elderly Passengers	991	657
No. of Non-Ambulatory Passengers	113	164
No. of Disabled Passengers	269	272
No. of Other Trips	3013	2138
<b>Total Passenger Trips</b>	<b>4386</b>	<b>3231</b>

<b>Total Bus Route Trips</b>	2771	2759
<b>Total Demand Response/Paratransit Trips</b>	1615	472
<b>Total Passenger Trips</b>	<b>4386</b>	<b>3231</b>

<b>Vehicle Statistics</b>	<b>Reporting Month May-23</b>	<b>Reporting Month Jun-23</b>
Total Vehicle Hours	766.5	788.5
Total Vehicle Miles	11,214	9,177

<b>Revenue Collected</b>	<b>Prior Month</b>	<b>Reporting Month</b>
Total Fares Collected	\$0.00	\$0.00



# HOBBS POLICE DEPARTMENT

July 3, 2023

To: Chief August Fons  
Deputy Chief Shane Blevins  
Captain Marina Barrientes  
Superintendent Jessica Silva

From: Code Enforcement Officer David Gough

Subject: Code Enforcement End of Month Report (June)

## CODE ENFORCEMENT END OF MONTH REPORT (JUNE 2023)

Code warnings	114
Code citations	7
Code calls	253
Animal warnings	10
Animal calls	267
Animal citations	19
Inoperable Vehicles	8
Parking Violations	11
Search Warrants	8

*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 Animal Adoption Center**

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

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

July 5, 2023

To: Chief Fons  
 Deputy Chief Blevins  
 Captain Barrientes

From: HAAC Manager Missy Funk

Subject: Monthly Statistics HAAC

June 2023

Intake:	Cats	Dogs
Dead On Arrival	17	15
Sterilization Only	31	
Stray	74	54
Transfers In		
Unwanted	1	28
Quarantine		36
Clinic Visit shots		113
<b>Totals:</b>	<b>123</b>	<b>246</b>
Dispositions:		
Adopted	50	48
Died at Facility	2	3
Dead on Arrival	17	15
Euthanized	15	65
Rescued		23
Return to Owner	1	26
Sterilization Only	21	2
Escaped		
Clinic visit shots	30	112
<b>Totals:</b>	<b>136</b>	<b>294</b>

Total Revenue Collected:

Animal Pick Ups:	\$ 812
Permits/Tags:	\$ 800
Reclaims:	\$ 680
Adoptions	\$
Cat traps	\$
<u>Sterilizations:</u>	<u>\$60</u>
	\$2352

HAAC currently has 55 dogs and 6 cats

<u>Unit #</u>	<u>Year/Model</u>	<u>Officer Assigned</u>	<u>Beginning &amp; Ending Mileage</u>	<u>Total Monthly</u>
1434	2013/Chevy	Tahoe/Missy/Code	75788-75940	152
0864	2005/Dodge	Spare	95866	0
0833	2004/Chevy	Spare	96166-96294	128



## HOBBS POLICE DEPARTMENT

July 3, 2023

To: Danny Garrett, Captain of Agency Support

From: Linda Saiz, Records Administrator

Re: June 23 Records Numbers

- Uniform Traffic Citations 320
- Warning Citations 34
- Misdemeanor Citations 2
- Arrest Reports 196
- Completed Reports 625
- Completed Supplements 337
- Completed Accident reports 80
- Criminal Trespass 23
- Warrants 165
- Recalled warrants 32
- IPRA Requests 409
- Discovery Requests 94

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# HOBBS POLICE DEPARTMENT



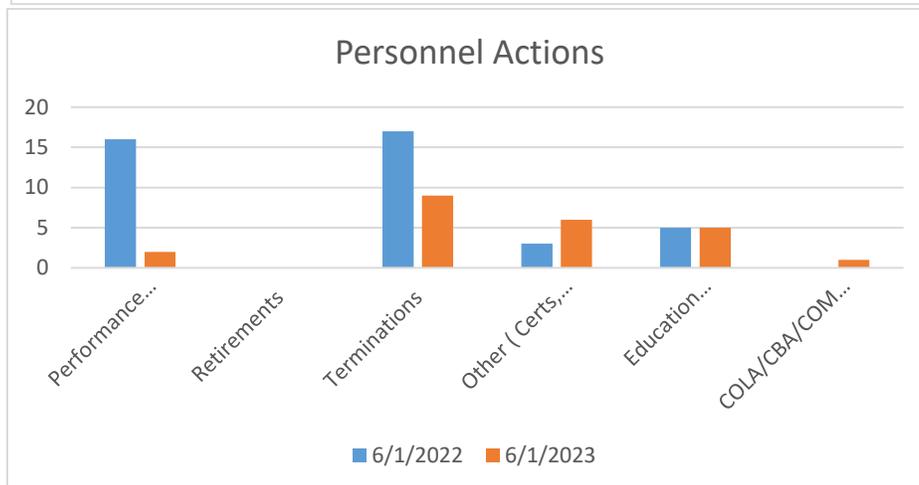
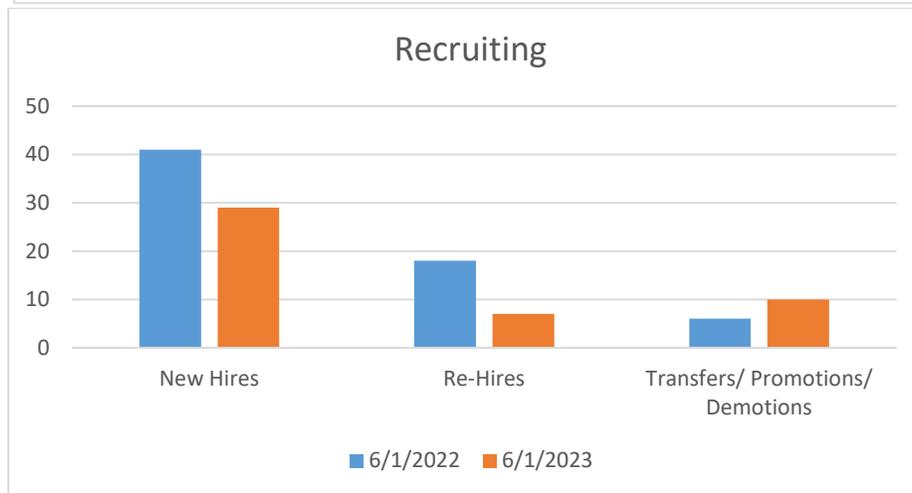
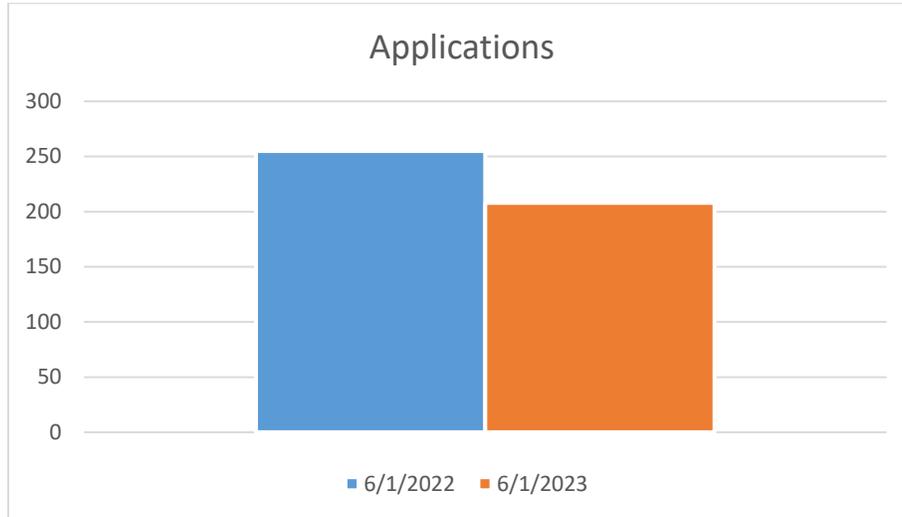
To: Danny Garrett, Captain of Agency Support  
 From: Linda Saiz, Records Administrator  
 Date: July 3, 2023  
 Re: HPD June 2023 Stats

	TOTAL	TOTAL	%CHNG	Year to	Year to	%CHNG
June 2022/2023	RPTS	RPTS		Date	Date	
			2022/2023	2022	2023	
	2022	2023				
<b>REPORTED CRIMES</b>	409	358	-12%	2,545	2512	-1%
<b>CALLS FOR SERVICE</b>	3,923	4,280	9%	22,869	24,609	8%
<b>ARRESTS</b>	184	196	7%	1,065	1200	13%
<b>MURDER</b>	1	1	100%	3	6	100%
<b>RAPE</b>	4	0	-100%	26	17	-35%
<b>ROBBERY</b>	2	2	0%	15	16	7%
<b>ASSAULTS AND BATTERY</b>	88	94	7%	529	499	-6%
<b>BURGLARY</b>	61	30	-51%	307	425	38%
<b>LARCENY</b>	78	51	-35%	375	388	3%
<b>SHOPLIFTING</b>	17	34	100%	211	177	-16%
<b>AUTO THEFT</b>	18	18	0%	141	112	-21%
<b>ARSON</b>	1	0	-100%	10	7	-30%
<b>FORGERY</b>	0	0	0%	4	3	-25%
<b>FRAUD</b>	8	5	-38%	75	40	-47%
<b>EMBEZZLEMENT</b>	0	0	0%	9	7	-22%
<b>REC. STOLEN PROPERTY</b>	0	2	200%	5	4	-20%
<b>VANDALISM</b>	125	71	-43%	625	644	3%
<b>WEAPONS OFFENSES</b>	1	2	100%	17	19	12%
<b>DOMESTIC VIOLENCE</b>	34	36	6%	206	206	0%
<b>ASSAULTS/BATTERY ON PO</b>	9	7	-22%	33	23	-30%
<b>SHOOTING AT/FM MV OR DWELLING</b>	15	4	-73%	59	55	-7%
<b>CITATIONS ISSUED</b>	375	320	-15%	2,668	2,214	-17%
<b>DWI</b>	1	10	900%	29	38	31%
<b>TRAFFIC CRASHES</b>	78	80	3%	540	533	-1%

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## Application Source

source	total	total %
<a href="#">Billboard / Sign</a>	3	1.44
<a href="#">Chamber of Commerce Website</a>	0	0.00
<a href="#">City of Hobbs Website</a>	78	37.50
<a href="#">Facebook</a>	2	0.96
<a href="#">Friend / Family</a>	37	17.79
<a href="#">Governmentjobs.com</a>	10	4.81
<a href="#">Indeed.com</a>	41	19.71
<a href="#">Job Fair</a>	2	0.96
<a href="#">LinkedIn</a>	0	0.00
<a href="#">Municipal League</a>	0	0.00
<a href="#">New Mexico Department of Labor</a>	0	0.00
<a href="#">Newspaper</a>	2	0.96
<a href="#">Other</a>	28	13.46
<a href="#">Radio</a>	0	0.00
<a href="#">Recruiter</a>	5	2.40
<a href="#">Unknown</a>	0	0.00
<b>Totals</b>	<b>208</b>	<b>100.00</b>

## New Position Postings for June

CORE FACILITY RENTAL SPECIALIST LEAD	FACILITY MAINTENANCE TECHNICIAN
CORE KIDS LEAD SPECIALIST	IRRIGATION TECHNICIAN
ENGINEERING INTERN	SUMMER SPORTS PROGRAM COORDINATOR
FINANCIAL ANALYST-PAYROLL	METER & SERVICE SUPERVISOR

## Safety Skills Training:

- Sexual Harassment and Discrimination for Employees

## Team Involvement:

- The HR recruitment specialists attended a two-day on-site NeoGov training for the application process
- Tracy South conducted a one-on-one supervisory training session
- HR participated in the Aon Annual Projection/Pre-renewal Strategy meeting
- Nicholas Goulet attended the SHRM Annual Conference
- Conducted New Hire Orientation

## Information Technology Department

### IT Mission Statement:

The Information Technology Department strives to provide high quality technology-based services, in the most cost-effective manner, to facilitate the City of Hobbs operations and its services to the community.

### IT Staff Experience:

The Information Technology Department is a support department comprised of 7 team members. We have 74+ years of combined experience with the City of Hobbs.

**Christa Belyeu – IT Director**  
**Matt Blandin – Asst. IT Director**  
**Joe Amador – Webpage Specialist**  
**Jeff Sanford – Communications Specialist**  
**Frank Porras – IT Network Administrator**  
**Gabriel Jurado – Computer Specialist**  
**Stephanie Ledezma – Computer Specialist**

### IT Responsibilities:

The Information Technology Department is responsible for the research, development and implementation of all City technological equipment and programs.

- ❖ **Technology Policies**
  - [AR 15-02 – Technology Policy](#)
- ❖ **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
  - 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)
- ❖ **Copy Machines (35) (all locations)**
- ❖ **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 (33 locations)**
  - Warning Siren/Public Address
- ❖ **Facility alarm systems (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

Total Tickets ⓘ

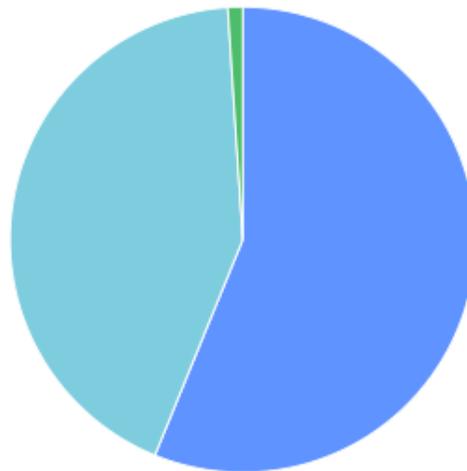
292

Avg Tickets/day ⓘ

10

Inflow by Channel ↗

Pie Chart ▾



- Email 164
- Admin Panel 125
- Support Center 3
- API 0
- Chat 0
- Contact Form 0
- Facebook 0
- Messaging 0
- MS Teams 0
- Phone 0
- Scheduled Ticket 0
- Others 0

Issue Type ↗

Donut Chart ▾



- Software 51
- Email 43
- Hardware 37
- Webpage 37
- Phone 23
- User setup 23
- Network 16
- 2FA 14
- Password Reset 13
- PC Setup 12
- Radio 6
- Others 13



## 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 2023

##### **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 2023, the public meetings attended by the City Attorney's Office were:

- ❖ Hobbs City Commission – Efren Cortez (6/5; 6/19)
- ❖ Cemetery Board – Efren Cortez (N/A)
- ❖ Community Affairs Board – Amber Leija (N/A)
- ❖ Library Board – Amber Leija (6/6)
- ❖ Lodger's Tax Board – Valerie Chacon (N/A)
- ❖ Planning Board – Valerie Chacon (6/20)
- ❖ Utilities Board – Valerie Chacon (N/A)
- ❖ Labor Relations Board – Efren Cortez (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 6
- ❖ Agenda Items drafted 8
- ❖ Resolutions Drafted 3

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 16
- ❖ Contract Review 52

**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. Municipal Prosecutor, Amber Leija, 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 2023, the litigation activity of the City Attorney's Office was as follows:

**Criminal Litigation:**

- ❖ Pretrial Release Hearings: 1
- ❖ Probation Violations: 4
- ❖ Pretrials (Pro Se): 217
- ❖ Pretrials (Attorney): 29
- ❖ Trials: 45
- ❖ Dangerous Dogs/Petitions: 5
- ❖ DWI Cases: 10
- ❖ Shoplifting Cases: 15
- ❖ Appeals in District Court: 1
- ❖ Criminal Pleadings (Mun/Dist.) 148
- ❖ Subpoenas: 60
- ❖ Clio Case Entries: 47
- ❖ Discovery Submissions 38

**Property Matters:**

❖ Condemnation Reviews	2
❖ Property Purchases Reviews	0
❖ Property Contract Doc Reviews	0
❖ Property Correspondence	1
❖ Foreclosures Filed	0
❖ Property Liens Filed	0

**Civil Litigation:**

❖ Civil Pleadings	5
❖ Civil Depositions	0
❖ Civil ADR:	0
❖ Demand Letters:	0
❖ Misc. Hearings (State/Fed.):	0
❖ Discovery Submissions:	0

**Miscellaneous:**

❖ Trainings:	3
❖ Witness Interviews:	4
❖ In-office consultations:	60
❖ Letters/Correspondence:	1483

**Areas of Notoriety:**

- ❖ The City Attorney’s Office hosted a four (4) hour training for Code Enforcement.
  
- ❖ The City Attorney’s Office obtained final adoption of the Amended Ordinance 10.04.050 and 10.04.060 of the Hobbs Municipal Code Amending the Penalty Assessment.

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/ Valerie S. Chacon*  
Valerie S. Chacon  
Deputy City Attorney

# CITY MANAGER'S REPORT

June, 2023

Hobbs Public Library

**CIRCULATION:** 7,489

**CIRCULATION BY MATERIAL TYPE:**

Books and Periodicals	4,973
Audio Books & Music	260
DVDs	1,697
E-Books/E-Audio (OverDrive & Gale)	559

**CIRCULATION BY PATRON TYPE:**

Adult	4,112
Juvenile	1,196
Senior Citizen	1,322
Used in Library	859

*Total Children's Items Circulated* 3,400

*Total Adult Items Circulated* 4,089

**CIRCULATION WITH OTHER LIBRARIES:**

	Borrowed	Loaned
Interlibrary Loans	8	7
ELIN Loans	28	12

Patron Visits 3811

Overdue Notices Sent 587

**PROGRAMS & PUBLIC SERVICES:**

Programs Provided	19
Attendance	2639
Passive Programs Provided	5
Passive Programming Participation	310
Meeting Room Use	30

Facebook Post Reach 7229

Web Site Usage 1007

HPL Database Usage 102

Reference Questions 182

Public Computer Use 426

Board Games 34

**PATRON PROFILES:**

Adult	15,666
Juvenile (Under 18 Years)	3,393
Senior Citizens (62+ Years)	2,550
Temp ELIN	2,197
<b>Total Active Borrowers</b>	<b>23,806</b>

**RECEIPTS:**

Materials Paid For \$88.00

Fines & Fees \$542.33

Copy Machine & Public Printouts \$550.40

**Total** **\$1,180.73**

Library Patrons Added This Month 86

**ITEMS ADDED:**

Total Items Added	476
Items Weeded	0

**HOLDINGS:**

Total Library Holdings 161,872

7/5/2023

City Manager's Report  
Municipal Court – June 2023

Monthly Cases:

Traffic Citations	333
Misdemeanor Citations	38
Environmental Citations	90
Fire Code Violations	0
AGG. DWI	6
DWI – 1 <sup>st</sup>	2
DWI – 2 <sup>nd</sup>	<u>0</u>
Total	469

Courtroom Activity:

Video Arraignments (Jail)	105
Court Appearances – A.M.	16
Court Appearances- P.M.	70
Virtual Court	0
Special Settings	3
Pretrial Court Appearances – A.M.	40
Pretrial Court Appearances – P.M.	31
Attorney Pretrial	13
Trial/Change of Plea Cases/PV Hearing	<u>34</u>
Total	312

Other Activity:

Summons issued	464
Warrants issued	<u>129</u>
Total	593

Fines/Fees Assessed based on Conviction:

Fines	\$36,834
Fee	<u>\$15,905</u>
Total	\$52,739

Fines/Fees Collected:

Fines	\$27,105
Penalty Assessment Fee	2,997
Automation Fee	2,173
Judicial Education Fee	1,082
Correction Fee	7,175
DWI Prevention Fee	142.25
DWI Lab Fee	<u>65.00</u>
Total	\$40,739.25

## City Manager – June Report

# 2023



IT ALL HAPPENS HERE™

1. Cemeteries had 25 interments and sold 8 lots
2. Graffiti had 7 reported locations
3. 600 gallons of post emergent for weeds was applied at Prairie Haven Memorial Park & Prairie Haven Cemetery
4. Youth baseball and softball Leagues started
5. Adult softball league started
6. First Annual POSD Retreat & Training Day held
7. Painting of Public Restrooms along Healthwalk
8. Large overgrown cactus that posed safety hazard was removed at CORE
9. Rockwind did lake maintenance; chemical applications and assisted with fiber optic install



Parks & Open Spaces Department





## Membership & Participation Detail

Member Visits	29,526
Guest Visits	5,472
Classes	68
Tour Participants	139
Private Rentals	55 with \$10,694.67 in revenue
Annual and Monthly Memberships Sold in Month	834

### 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 2023:

	<u># Meals</u>	<u>Donations Received</u>
June 2023 Congregate Meals Served	1,502	\$1,838.74
June 2023 Home Delivered Meals	<u>2,202</u>	<u>\$1,094.00</u>
June 2023 <b>Totals</b>	3,704	\$2,932.74
<b>For comparison May 2023 Totals</b>	3,903	\$2,783.91

Duplicate Recreation Activities:	588	Exercise:	522
Transportation/Transportation Donations:	247/\$50	Assessment/Reassessment:	125

### Recreation

- A Movies Under the Stars event, and the movie Black Panther, was hosted at MLK SoccerPlex
- The Summer Recess Program began at Highland Middle School, and the Summer Sports Program began at Ralph Tasker Arena and adjacent HHS facilities
- An average of 266 boys and girls attended Summer Recess on a daily basis during the month
- There were 151 Park Pavilion rentals during the month
- Staff began making plans and preparations for the events on July 1 to celebrate 4<sup>th</sup> of July

### Aquatics

- Aquatics staff continue to hold mandatory weekly in-service trainings for Lifeguards
- The Summer Aquatics Season began with operations at both Del Norte and Humble Pools, in addition to the CORE
- During the month, Del Norte Pool had nearly 8,000 visitors and nearly \$14,000 in revenue
- During the month, Humble Pool had nearly 1,500 visitors and \$1,200 in revenue
- 26 private pool parties were hosted at the Seasonal Pools during the month
- Swim Lessons in June had 308 participants
- Interviews for Summer Seasonal Lifeguard positions are continuing
- Splashpads began operating at their summer hours schedule
- Tsunami Swim & Dive had a total of 28 participants for the month
- The Tsunami Swim & Dive teams had a total of 38 participants registered in June
- The Tsunami Dive Team hosted a Dive Camp in June

## Rockwind Community Links Clubhouse

June was another very busy month at Rockwind Community Links. Four of the biggest tournaments were hosted during the month, and the sales of both hard good and soft goods were solid considering the very warm summer weather that Rockwind experienced. Three tournaments are currently planned for next month including the very popular First Tee Pro-Am.

Department	Qty	Retail Value	Discount	Pre-Tax Value	Cost Of Goods	Tax TTL	Extension
Golf Equipment Rentals	21	\$104.72	\$0.00	\$104.72	\$0.00	\$5.28	\$110.00
Driving Range	509	\$2,108.84	\$0.00	\$8,108.84	\$0.00	\$106.66	\$2,215.50
Golf Cart Rental Fees	1523	\$21,570.57	\$0.00	\$21,570.57	\$0.00	\$1,088.23	\$22,658.80
Green Fees	2364	\$28,287.95	\$0.00	\$28,287.95	\$0.00	\$1,276.27	\$29,564.22
Hard Goods Sales	859	\$28,605.56	(\$149.19)	\$28,456.37	\$19,828.12	\$1,422.88	\$29,879.25
Membership Fees	4	\$2,857.12	\$0.00	\$2,857.12	\$0.00	\$142.88	\$3,000.00
Soft Goods Sales	682	\$20,031.56	(\$925.75)	\$19,105.81	\$11,804.11	\$956.06	\$20,061.87
Food & Beverage	87	\$192.66	(\$4.76)	\$187.90	\$81.75	\$9.60	\$197.50
Totals for Revenue	6049	\$103,758.98	(\$1,079.70)	\$108,679.28	\$31,713.98	\$5,007.86	\$107,687.14
<b>Grand Total:</b>	<b>6049</b>	<b>\$ 103,758.98</b>	<b>\$ (1,079.70)</b>	<b>\$108,679.28</b>	<b>\$ 31,713.98</b>	<b>\$ 5,007.86</b>	<b>\$ 107,687.14</b>

## KEY PERFORMANCE INDICATORS

Jun-23

<b>Total Pre-Tax Revenue</b>	<b>\$108,679.28</b>
<b>Total Rounds</b>	<b>2364</b>
<b>Avg Green Fee plus Cart Fee per Round</b>	<b>\$22.30</b>
<b>Total Merchandise Sales</b>	<b>\$47,562.18</b>
<b>Merchandise Sales Per Round</b>	<b>\$20.12</b>
<b>F&amp;B Sales Per Round</b>	<b>\$ 0.08</b>
<b>COGS Hard Goods</b>	<b>70%</b>
<b>COGS Soft Goods</b>	<b>62%</b>
<b>COGS F&amp;B</b>	<b>44%</b>
<b>Rounds w/Carts</b>	<b>64%</b>
<b>Total Revenue per Round</b>	<b>\$ 45.97</b>

## GREEN FEE BREAKDOWN

EZLinks Prepaid	
GolfNow Prepaid	0
Summary for EZLinks Prepaid	<u>0</u>
Player's Pass 18 Walk	285
Summary for Player's Pass	<u>285</u>
Li'l Rock Adult Resident	197
Li'l Rock Adult Non-Resident	0
Li'l Rock Jr. Comp w/Adult	0
Li'l Rock Junior Resident	0
Li'l Rock Junior Non Resident	0
Li'l Rock Replay	0
Li'l Rock Player's Pass	0
Li'l Rock Team Comp	17
FootGolf Adult	0
FootGolf Junior Comp	0
Summary for Par 3	<u>214</u>
Public 18	195
Public 9	0
Public Junior	0
Public Senior	0
Public Twilight	0
Public Replay	0
Specials	0
Youth on Course	0
PGA/GCSAA COMP	0
Summary for Public	<u>195</u>
Punch Pass	58
Summary for Punch Pass	<u>58</u>
Rain Check	0
Summary for Rain Check	<u>0</u>
Resident 18	781
Resident Junior	7
Resident Senior 18	144
League Fee	118
Complimentary Round	5
Resident Twilight	174
Team Practice Round	8
Resident 9	198
Marshal/Team Green Fee	21
Resident Replay	4
Summary for Resident	<u>1460</u>
Tournament Fees	183
Summary for Tournament - Public	<u>183</u>
Grand Total:	<b>2364</b>

## **Teen Center**

- Staff continues to offer rides home for teens who attend the Teen Center in the evening
- Teen Center staff continues to provide meals, activities, programs, and events at the Teen Center
- The Teen Center hosted a variety of games, events, and fishing field trip during the month
- The Teen Center hosted a pool party for Teen Center participants at Humble Pool
- The climbing wall at the Teen Center is now open to families every Tuesday



## RISK MANAGEMENT REPORT

June 2023

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- Reviewed & processed for payment, monthly invoices for Work Comp/Liberty Mutual, General Liability/Travelers.
- Participated in conference calls with insurance companies and assigned adjusters to review on-going claims.
- Reviewed insurance monthly loss runs report.
- Reviewed & processed for payment 0 applications for notary bond.
- Updated property schedules.
- Met with insurance agents to review renewal applications/process
- Endorsed 3 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 12 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		2022	2023	
<b>CLASS</b>	<u>ACTIVE</u> <u>ACCOUNTS</u>	<u>Billed gallons</u> <u>May 2022</u>	<u>ACTIVE</u> <u>ACCOUNTS</u>	<u>Billed gallons</u> <u>May 2023</u>
Residential	11,741	155,440,271	11,845	123,906,762
Commercial	1,795	55,045,780	1,826	48,929,580
City Accounts	209	35,374,962	211	26,617,634
School Accounts	61	8,437,283	62	10,358,277
Irrigation	266	13,527,114	258	9,320,839
Unbilled Maintenance		1,500,000		1,200,000
	<b>14,072</b>	<b>269,325,410</b>	<b>14,202</b>	<b>220,333,092</b>

LABORATORY	June 2022	June 2023
Total Drinking Water Tests	52	48
Total Wastewater Tests	766	743
Liquid Waste Received (gallons)	314,960	125,055

WASTEWATER RECLAMATION FACILITY		
Influent (Million Gallons)	96.593	98.062
Effluent (Million Gallons)	88.582	91.887
Solids Removed (Dry Pounds)	78,686	80,689
No centrifuge run in May 2023		

## WATER PRODUCTION REPORT - JUNE 2023

<b>WATER PRODUCED</b>	
Total monthly water produced, million gallons	242,271,000
Total monthly water distributed, million gallons	239,015,000
<b>CHLORINE</b>	
Monthly chlorine average residual, milligrams/liter	0.55
Monthly chlorine gas dosed to system (lbs)	-18
<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 2023

### 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	36
Manholes cleaned	41
Sewer main line cleaned (feet)	30,588
Sewer stoppages	63
Sewer main line video inspections	0
Odor complaints	1
Sewer pre-treatment additives	40 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)	97

<b>UTILITIES MONTHLY PLUMBER REPORT JUNE 2023</b>	<b>QUANTITY</b>
Sewer stoppages	11
Odor complaints	2
Water leaks	24
Pool maintenance	0
Emergency call outs (from 5:00 pm to 7:00 am)	0
Core	27