



# **CITY MANAGER'S MONTHLY REPORT**

July, 2024

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 Manny Gomez  
Assistant City Manager Todd Randall  
Executive Assistant Julie Nymeyer

**CITY CLERK'S OFFICE**

City Clerk Jan Fletcher  
Deputy City Clerk Amelia Maldonado  
Public Transportation Super. Jacque Pennington

**CITY ENGINEER**

Acting City Engineer Anthony Henry  
Development Director Vacant  
Building Official Scott Shed

**COMMUNICATIONS DEPT.**

Communications Director Vacant  
Marketing Coordinator Chad Littlejohn

**FINANCE DEPARTMENT**

Finance Director Toby Spears  
Assistant Finance Director Deborah Corral  
MVD Manager Anna Villalobos

**FIRE DEPARTMENT**

Fire Chief Mark Doporto  
Deputy Fire Chief Ryan Herrera

**GENERAL SERVICES DEPT.**

Gen. Services Director Shelia Baker  
Building Maintenance Mario Silva  
Electrician Shawn Smith  
Garage Fleet Manager Eddie Trevino  
Streets Superintendent Bryan Ussery

**HUMAN RESOURCES DEPT.**

H. R. Director Nicholas Goulet  
Assistant H.R. Director Tracy South  
Risk Management Director Selena Estrada

**INFORMATION TECHNOLOGY DEPT.**

I.T. Director Christa Belyeu  
Assistant I.T. Director Matt Blandin

**LEGAL DEPARTMENT**

City Attorney Valerie Chacon  
Deputy City Attorney Medjine Douyon  
Assistant City Attorney Amber Leja

**LIBRARY SERVICES**

Library Director Nichole Lawless  
Assistant Library Director Melody Maldonado

**MUNICIPAL COURT**

Municipal Judge Bobby Arther  
Court Administrator Shannon Arguello

**PARKS & OPEN SPACES DEPT.**

POSD Director Bryan Wagner  
Rockwind Superintendent Matt Hughes  
Parks Superintendent Lou Maldonado  
Sports Fields Supervisor Josh Dellinges

**RECREATION DEPT.**

Recreation Director Doug McDaniel  
CORE Facility Director Lyndsey Henderson  
Rockwind PGA Prof. Ben Kirkes  
Recreation Supt./Teen Center Michal Hughes  
Senior Center Coordinator Mary Puccio

**POLICE DEPARTMENT**

Police Chief August Fons  
Deputy Chief Shane Blevins  
Code Enforcement Supt. Jessica Silva  
HAAC Superintendent Missy Funk

**UTILITIES DEPARTMENT**

Utilities Director Tim Woomer  
WWRF Supt. Bill Griffin  
WWRF Maint. Supt. Todd Ray  
Water Office Manager Kaylyn Lewis



## *CITY MANAGER'S OFFICE*

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200 East Broadway  
Hobbs, NM 88240

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

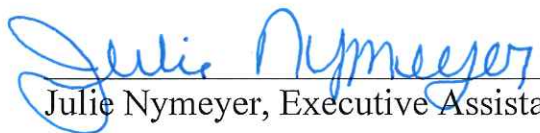
**Julie Nymeyer**  
Executive Assistant

August 29, 2024

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

Attached is the City Manager's Monthly Report for the month of July, 2024. 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 held the annual Independence Day Celebration and Fireworks Safe Zones. Rockwind Community Links hosted the Southeast New Mexico Junior Open Golf Tournament which saw record participation. Rockwind now hosts the largest junior golf and professional golf events in the state of New Mexico!

  
Julie Nymeyer, Executive Assistant



**CITY CLERK'S OFFICE**  
*Monthly Report - July 2024*

	May-24	Jun-24	Jul-24
Business Registrations - New	23	22	25
Business Registrations - New Owner	0	0	0
Business Registrations- Change of Address	4	3	2
Renewals	16	2	3
Web Payment Renewals	6	2	1
Total Business Registrations Activity	39	24	28
Active Business Registrations for the Month	2257	2276	2297
Fireworks	0	3	1
Junk Yard Licenses	0	0	0
Liquor License	0	41	0
Mobile Business Licenses	1	4	6
Pawn Brokers	0	1	1
Secondhand Dealer's Licenses	0	1	0
Solicitor's Permit	0	0	0
Temporary Vendor's Licenses	0	0	0
Cemetery Deeds Issued/Processed	26	16	23
Public Documents Notarized	115	148	145
Public Records Request	30	27	41
Regular City Commission Meetings <b>7/1/24 7/15/24</b>	2	2	2
Special City Commission Meetings	1	0	1
City Commission Work Session/Closed Meetings <b>7/24/24</b>	1	2	0
Notice of Potential Quorum	0	0	0
Resolutions and Ordinances Attested	19	22	21
Consideration of Approval	4	3	1
Total Volume of Transactions on Tyler Cashiering	337	328	119
Total Amount	\$ 492,284.56	\$ 903,398.74	\$ 383,074.56
Web Payments Online for All Departments	\$ 447.00	\$ 70.00	\$ 45.00
Grand Total	\$ 492,731.56	\$ 903,468.74	\$ 383,119.56

# COMMUNICATIONS DEPARTMENT

## JULY 2024 CITY MANAGER'S REPORT

### SOCIAL MEDIA STATS AT A GLANCE

City of Hobbs Instagram and Facebook pages only  
(other departments not included)

#### FACEBOOK STATS

##### Reach

55.4K ↑ 56.7%

##### Content Interactions

2.4K ↑ 59.9%

##### Followers

Lifetime  
11.6K

##### Link Clicks

16 ↓ 80.2%

#### INSTAGRAM STATS

##### Reach

3.2k ↓ 17.7%

##### Content Interactions

371 ↓ 9.1%

##### Followers

Lifetime  
2.4K

##### Link Clicks

0 0%

Our Facebook media reach and link clicks increased significantly in July, with content interaction also stepping up noticeably. The Independence Day fireworks accident had the greatest reach by far, as would be expected. Otherwise, posts focusing on public safety, events around Hobbs, and City Commission Meeting content performed best. The department continues to cover as many events as possible, and to also focus on expanding partnerships with various non-profits.

### SIGNIFICANT ACTIONS THIS MONTH

**REACHED OVER 4,000  
USES OF  
TEXTMYGOV**

**COVERED  
INDEPENDENCE DAY  
EVENTS  
AT HIAP**

**ACTIVELY ADVERTISING  
STRATEGICALLY ON  
OUT-OF-TOWN  
BILLBOARDS**

**COVERED CORE COLOR  
FUN RUN & HEALTH FAIR  
(WITH BLOOD DRIVE)**

Covered the Independence Day events at HIAP and McAdams Park. Despite a few weather-related delays, the event was well-received.

Covered CORE Color Fun Run and Health Fair. Marketing Coordinator also participated in Vitalant Blood Drive, donating blood.

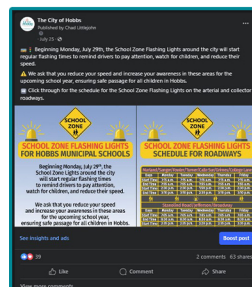
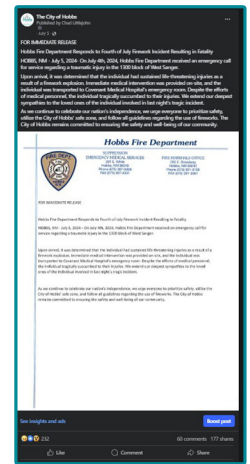
New flyers were created for the various Children's and Young Adult Programs at the Hobbs Public Library. Feedback was very positive.

Finalized contract for advertising space on billboards outside Lea County, and began to utilize them with several strategic ads.

Marketing Coordinator took on role of Acting Department Head of Communications upon exit of former Department Head.

### TOP SOCIAL POSTS THIS MONTH

All occurred on Facebook. 37.3K reach for Independence Day Accident Press Release, 11.3k for School Zone PSA, 6.5k for Independence Day Celebration Schedule, and 5.8k for Weekly Events post.



# CITY OF HOBBS BUILDING DEPARTMENT REPORT

**Total Type of Construction  
for period ending July 01, 2024-July 31, 2024**

<b>Commercial</b>		<b>#OF PERMITS</b>	<b>VALUATION</b>	<b>FEES</b>
COMM MECHANICAL	Commercial	11	\$16,500.00	\$2,123.50
COMM PLUMBING	Commercial	6	\$7,650.00	\$675.00
COMM SEWER TAP & EXCAVATION	Commercial	3	\$4,500.00	\$870.00
COMMERCIAL ADDITION	Commercial	1	\$80,000.00	\$0.00
COMMERCIAL CARPORT	Commercial	1	\$60,000.00	\$300.00
COMMERCIAL DEMOLITION	Commercial	1	\$65,000.00	\$300.00
COMMERCIAL ELECTRICAL	Commercial	13	\$19,500.00	\$1,365.00
COMMERCIAL REMODEL	Commercial	5	\$1,976,825.00	\$3,750.88
COMMERCIAL RE-ROOFING	Commercial	5	\$313,865.00	\$1,380.00
COMMERCIAL SIGN	Commercial	8	\$56,600.00	\$636.00
FIRE ALARM SYSTEM	Commercial	1	\$1,500.00	\$30.00
INDUSTRIAL EXCAVATION	Commercial	2	\$3,000.00	\$0.00
NEW COMMERCIAL	Commercial	1	\$14,092,319.00	\$17,390.78
<b>TOTAL</b>		<b>58</b>	<b>\$16,697,259.00</b>	<b>\$28,821.16</b>

<b>Residential</b>		<b>#OF PERMITS</b>	<b>VALUATION</b>	<b>FEES</b>
RES MECHANICAL	Residential	9	\$13,500.00	\$635.00
RES PLUMBING	Residential	46	\$66,300.00	\$2,381.00
RES SEWER TAP & EXCAVATION	Residential	12	\$16,650.00	\$3,440.00
RESIDENTIAL ADDITION	Residential	3	\$240,660.00	\$984.00
RESIDENTIAL CARPORT	Residential	3	\$55,736.00	\$732.00
RESIDENTIAL CURB CUTS	Residential	1	\$1,600.00	\$20.00
RESIDENTIAL DEMOLITION	Residential	1	\$1,200.00	\$20.00
RESIDENTIAL DETACHED GARAGE	Residential	1	\$21,600.00	\$180.00
RESIDENTIAL ELECTRICAL	Residential	57	\$85,500.00	\$4,007.00
RESIDENTIAL FENCE	Residential	2	\$3,500.00	\$20.00
RESIDENTIAL MANUFACTURED HOME	Residential	3	\$224,986.00	\$180.00
RESIDENTIAL REMODEL	Residential	6	\$158,950.00	\$1,060.00
RESIDENTIAL RE-ROOF	Residential	204	\$3,373,098.00	\$23,880.55
RESIDENTIAL SINGLE FAMILY	Residential	21	\$7,853,300.00	\$17,379.80
RESIDENTIAL STORAGE	Residential	4	\$205,359.00	\$888.00
<b>TOTAL</b>		<b>373</b>	<b>\$12,321,939.00</b>	<b>\$55,807.35</b>

COMMERCIAL	58	\$16,697,259.00	\$28,821.16
RESIDENTIAL	373	\$12,321,939.00	\$55,807.35
<b>TOTAL COMBINED</b>	<b>431</b>	<b>\$29,019,198.00</b>	<b>\$84,628.51</b>



**ENGINEERING / PLANNING  
TRAFFIC / GIS-MAPPING DEPARTMENTS  
MONTHLY REPORT  
JULY 2024**

**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	2023 Total	2024 Total
<b>Permanent / Temporary Addresses:</b> <i>*Includes Master Subdivision Addresses</i>	3	40	26

**GIS-MAPPING DIVISION:**

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

**July 2024**

**ESRI User Conference:** The GIS Division virtually attended the 2024 ESRI User Conference. The User Conference is a yearly event that offers ArcGIS users an opportunity to see upcoming technologies and get training on existing tools.

**Aquatics Center and Data:** The GIS Division attended the kickoff meeting for the new Family Aquatics Center. As part of this kickoff meeting, the GIS Division was asked to provide Pettigrew & Associates with data to assist with plan creation. The GIS Division used this opportunity to update all of the City’s datasets accessible to Pettigrew & Associates, including Underground Utilities and Lidar Data.

**County Data Exchange:** The GIS Division completed the biannual data exchange and meet-and-greet with the Lea County Assessor’s Office. The City received an updated parcel dataset from the County, while they obtained updated addressing and underground utility information. Following the meeting, the City of Hobbs will begin including the Lea County Assessor’s Office in the monthly 911 data updates.

**Marland Railroad:** The GIS Division collected data on the existing Oxy underground utilities at the Marland Railroad Crossing. This data will be used to create plans that will help improve the railroad crossing and drainage.

**2024 Roadway Maintenance Map (Update):** The General Services Department requested updated maps from the GIS Division for the 2024 Roadway Maintenance



**ENGINEERING / PLANNING  
TRAFFIC / GIS-MAPPING DEPARTMENTS  
MONTHLY REPORT  
JULY 2024**

Projects. These maps will display road maintenance categories, locations, and cost/area estimations.

**Buckled Sidewalk Survey:** The GIS Division worked with the Engineering Department to collect the location of buckled sidewalks along 9 major roadways. The GIS Division used GNSS and Photo data collection methods to rapidly collect 119 incidents of buckled sidewalks. This data will be used for a project to repair these sidewalk segments to improve public accessibility

**The Month’s Buffer Maps:** During the month of July the GIS Division completed the following buffer maps (11) 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.

7-Eleven (5000 N. Lovington Hwy.); 7-Eleven (3305 W. Marland Blvd.); 7-Eleven (712 W. Marland Blvd); 7-Eleven (718 W Millen Dr.); 7-Eleven (808 E. Marland Blvd.); 7-Eleven (1115 S Dal Paso St.); 7-Eleven (1600 N. Grimes St); 7-Eleven (2405 N Dal Paso St.); 7-Eleven (3000 N. Grimes St.); 7-Eleven (3400 N. Dal Paso St.); Wonderland Canna (506 N. Shipp St.)

**PLANNING DEPARTMENT:**

The following is a summary of the historical growth statistics.

<b>City of Hobbs Growth Statistics</b>								
	2016	2017	2018	2019	2020	2021	2022	2023
<b>Land Development</b>								
Annexations	1.31	0	163.23	0	1.3	0	95.44	0.86
Subdivisions	1	3	1	5	4	6	10	4
Lots Gained	102	13	42	186	197	160	196	103
Summary Subdivisions	33	42	31	47	41	31	40	26

The Planning Board meeting was scheduled for July 2<sup>nd</sup> and July 16<sup>th</sup> at 10:00 a.m.

**Planning Board Summary:**

July 2<sup>nd</sup> - The Planning Board reviewed and considered action on 3 items in a Special Meeting:

- Review and Consider Proposed Subdivision for Northland Estates West with a Letter of Credit.





**ENGINEERING / PLANNING**  
**TRAFFIC / GIS-MAPPING DEPARTMENTS**  
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- Review and Consider Final Plat for Trinity Estates Unit 2 Subdivision with a Letter of Credit.
- Review and Consider Preliminary Plans for a Subdivision for Zia Crossing Unit 10

July 16<sup>th</sup> - The Planning Board reviewed and considered action on 4 items in a Regular Meeting:

- Review and Consider RV Park Map Amendment Nuevo Amanecer RV Park located off of US highway 62, just South of Willow Bend Villas.
- Review and Consider RV Park Map Amendment for a proposed RV Park located off East Main Street.
- Review and Consider RV Park Map Amendment and Annexation for expansion of existing Zia RVillas Park on Lovington Hwy and World Drive.
- Review and Consider Proposed Annexation of land in Section 16, Township 18 South, Range 38 East, N.M.P to the City of Hobbs owned by Del Norte Heights Inc. Land is located at the corner of Millen Drive and Grimes Street.



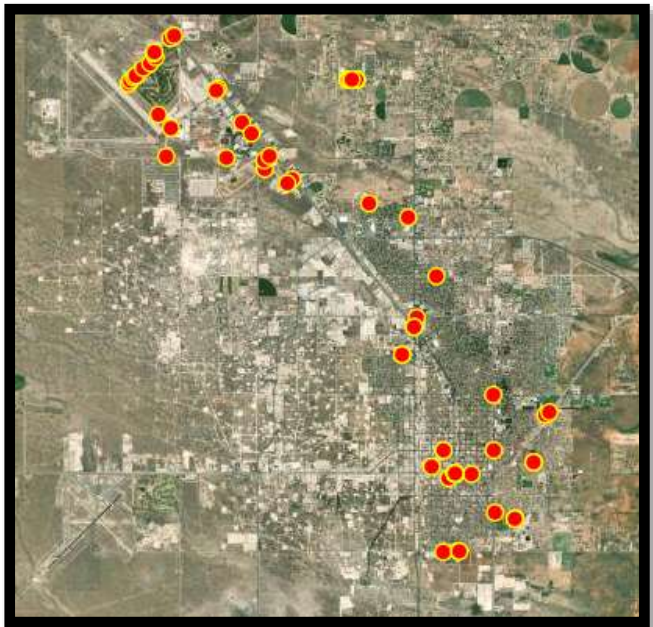
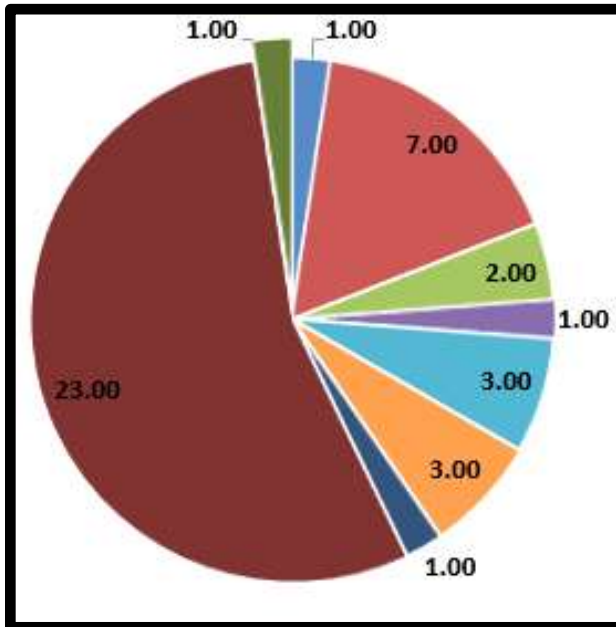
**ENGINEERING / PLANNING**  
**TRAFFIC / GIS-MAPPING DEPARTMENTS**  
**MONTHLY REPORT**  
**JULY 2024**

**TRAFFIC DIVISION:**

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The City of Hobbs has 42 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**



- |                                     |                                  |                                     |
|-------------------------------------|----------------------------------|-------------------------------------|
| 13. Camera Service = 1              | 21. School Zone Repaired = 7     | 26. Sign Install / Service = 2      |
| 27. Pole Straighten / Re-bolted = 1 | 28. Pole & Anchor Replace = 3    | 29. Safe Hit Install / Replace = 3  |
| 03. Wiring Problem Repair = 1       | 31. Inspected Intersections = 23 | 32. Int in Flash or Malfunction = 1 |

**Major Damage:**

- Destroyed overhead five section at Grimes and Broadway on July 30, 2024.

# July 2024

## General Services – Building Maintenance

Work performed by City Carpenters

2	Locks Installed/Switched
3	Items remove from walls
6	Ceiling Tiles Replaced
2	stones
21	Items hung
4	Roof Inspections
2	Furniture Assembled
2	Cabinets Repaired
11	Door Repairs
11	Doors Adjusted
1	Side walk Repair
5	Furniture remove
19	Roof patches
30	Drywall Patches and paint
1	T.V Installed
3	Items building shop

**Location of work performed**

39	City Hall
3	Library
3	Municipal Court
70	Hobbs Police Dept. - HPD
1	Hobbs Express
3	shop
1	Adoption center
2	M.V.D
1	Rockwind

# July 2024 General Services – Electrical Dept.

Break down of work performed by the Electricians.

11	Light repairs
38	AC repairs
14	General electrical work
14	CORE work

Location of work performed.

14	CORE
1	Library
5	City hall
12	Fire stations
4	Rockwind
10	Parks
2	Senior center
2	Teen center
1	Garage
7	AAC
2	Crime Lab
2	Hobbs Express

**July - 2024**

**General Services - Garage**

In July - 2024 The City Garage had a total of 173 Repair Orders/Invoices. Of the 173 R.O./Invoices, 123 were repaired in house and 50 were out sourced. The monthly total outlay for the garage as well as subcontracted parts and labor totaled \$ 45,271.54 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	11	2	1,592.72	1,088.00	1,913.17	1,767.00	6,360.89
APM/BPM/CPM	23	18	2,464.89	1,632.00	1,791.53	0.00	5,888.42
Brakes	13	3	5,707.62	1,768.00	1,646.44	856.00	9,978.06
Charging	17	0	2,861.51	1,275.00	0.00	0.00	4,136.51
Engine	2	0	142.29	102.00	0.00	0.00	244.29
Filters	2	0	26.62	34.00	0.00	0.00	60.62
Hydraulics	1	0	160.00	34.00	0.00	0.00	194.00
Lift Mechanism	1	1	0.00	34.00	60.00	320.00	414.00
Lighting	3	0	2,729.38	170.00	0.00	0.00	2,899.38
Miscellaneous Maintenance	26	6	1,540.42	1,632.00	1,195.58	1,471.99	5,839.99
Service Calls	4	0	408.00	0.00	0.00	0.00	408.00
Sweeper Brooms	1	0	600.00	0.00	0.00	0.00	600.00
Tires	18	12	3,550.50	1,666.00	1,211.88	1,110.00	7,538.38
Towing Vehicles	0	1	0.00	0.00	0.00	120.00	120.00
Transmission	1	0	0.00	34.00	0.00	0.00	34.00
Warranty Work	0	1	0.00	0.00	0.00	0.00	0.00
Wash Job	0	6	0.00	0.00	0.00	555.00	555.00
<b>Monthly Total</b>	<b>123</b>	<b>50</b>	<b>21,783.95</b>	<b>9,469.00</b>	<b>7,818.60</b>	<b>6,199.99</b>	<b>45,271.54</b>

	<b># of R.O./Inv</b>	<b>Parts</b>	<b>Labor</b>	<b>Total</b>
<b>City Garage</b>	<b>123</b>	<b>21,783.95</b>	<b>9,469.00</b>	<b>31,252.95</b>
<b>Vendor</b>	<b>50</b>	<b>7,818.60</b>	<b>6,199.99</b>	<b>14,018.59</b>
	<b>173</b>	<b>29,602.55</b>	<b>15,668.99</b>	<b>45,271.54</b>

# July 2024 Street Department Monthly Report

Break down of work performed by the Street Department Crew:

Man Hours	Activity
181 HRS.	Street Sweeping
20 HRS.	Building Brooms
48 HRS.	Cold Mix Patching
256 HRS.	Crack Seal
48 HRS.	Alley Maintenance
163 HRS.	Storm Sewers and Inlets
252 HRS.	Maintenance
14 HRS.	Work in Welding Shop
160 HRS.	Hot Mix
176 HRS.	Cutting Grass
96 HRS.	Meetings
8 HRS.	Working for Garage
56 HRS.	Hauling Trash

The total amounts of material hauled or used:

Quantity	Material
156 YDS	Sweepings
223 BOXES	Crack Seal Material
38 YDS	Alley Material
2 YDS	Cold Mix Used
282 YDS	Trash
10 YDS	Hot Mix
720 YDS	Caliche
67 YDS	Recycled Material

Calls responded to:

Number	Type
12	Dispatched – accidents, spills, debris
15	Requests
1	Block Party

# Hobbs Fire Department

July 2024

Fire Alarms	Total
Alarms (City)	119
Alarms (County)	27
Alarms (Gaines)	5
<b>Total</b>	<b>151</b>

ZONES	Total
Zone 1 (NW City)	48
Zone 2 (NE City)	18
Zone 3 (SE City)	30
Zone 4 (SW City)	23
Zone 5 (NW County)	16
Zone 6 (NE County)	5
Zone 7 (SE County)	6
Zone 8 (SW County)	0
Out of District	5
<b>Total</b>	<b>151</b>

Dispatch to Enroute	Time
Station 1	1:10
Station 2	1:39
Station 3	1:12
Station 4	0:53
<b>Average</b>	<b>1:13</b>

Dispatch to Arrival	Time
Station 1	4:58
Station 2	5:02
Station 3	3:43
Station 4	5:13
<b>Average</b>	<b>4:44</b>

PREVENTION PROGRAMS	Total
Fire Investigations	3
Fire/Safety Inspections	60
Smoke Detectors Installed	10
Public Education Activities	2
Plan Reviews	7
Burn Permits Issued	1
<b>Total</b>	<b>83</b>

Response By Station	Total
Station 1	64
Station 2	23
Station 3	48
Station 4	16
<b>Total</b>	<b>151</b>

Most Common	
Day	Wednesday
Time	14:00-14:59

FIRE DEATHS/INJURIES	Total
Fire Deaths	0
Fire Injuries	0

STRUCTURE FIRES	Total
Structure Fires	5

FALSE ALARM RESPONSE	Total
False Alarms	26

Training Hours	Hours
Fire Training	176.00
EMS Training	212.30
Officer Training	8.00
Cadet Academy	1323.00
<b>Total</b>	<b>1719.30</b>





# Hobbs Fire Department

July 2024

EMS Alarms	Total
Alarms (City)	605
Alarms (County)	42
Alarms (Gaines)	0
<b>Total</b>	<b>647</b>

ZONES	Total
Zone 1 (NW City)	266
Zone 2 (NE City)	105
Zone 3 (SE City)	113
Zone 4 (SW City)	121
Zone 5 (NW County)	7
Zone 6 (NE County)	17
Zone 7 (SE County)	7
Zone 8 (SW County)	11
Out of District	0
<b>Total</b>	<b>647</b>

Average Run Times	Time
Enroute	1:45
At Scene	4:11
On Scene Time	20:47
To Destination	11:23
Back in Service	24.25

Out of Town Transfers	Total
Lubbock	2
Midland	0
Odessa	0
Roswell	1
Carlsbad	5
Artesia	0
Airport	21
<b>Total</b>	<b>29</b>

Most Common	
Day	Thursday
Time	11:00-11:59

Most Common Complaint Total	
Sick Person	9.12%
Falls	8.81%
MVC	8.81%

Cardiac Arrest Responses Total	
Cardiac Arrest	3
ROSC	1
ROSC = Return of Spontaneous Circulation	

EMS Billing	Amount
Billed	\$283,600.72
Collected	\$102,739.98





# Hobbs Express

Monthly Report - JULY 2024

<b>Passenger Activity</b>	<i>Prior Month</i>	<i>Reporting Month</i>
	<b>Jun-24</b>	<b>Jul-24</b>
No. of Elderly Passengers	787	790
No. of Non-Ambulatory Passengers	92	104
No. of Disabled Passengers	345	410
No. of Other Trips	2489	1977
<b>Total Passenger Trips</b>	<b>3713</b>	<b>3281</b>

<b>Total Bus Route Trips</b>	3193	2866
<b>Total Demand Response/Paratransit Trips</b>	520	415
<b>Total Passenger Trips</b>	<b>3713</b>	<b>3281</b>

<b>Vehicle Statistics</b>	<i>Prior Month</i>	<i>Reporting Month</i>
	<b>Jun-24</b>	<b>Jul-24</b>
Total Vehicle Hours	485.25	534
Total Vehicle Miles	9,379	10,151

<b>Revenue Collected</b>	<i>Prior Month</i>	<i>Reporting Month</i>
	<b>Jun-24</b>	<b>Jul-24</b>
Total Fares Collected	\$0.00	\$1,200.00



# HOBBS POLICE DEPARTMENT

August 1, 2024

To: Chief August Fons  
 Deputy Chief Shane Blevins  
 Captain Chad Wright  
 Lt. Joshua James  
 Superintendent Jessica Silva

From: Code Enforcement Supervisor David Gough

Subject: Code Enforcement End of Month Report (July 2024)

## CODE ENFORCEMENT END OF MONTH REPORT (July 2024)

Code warnings	258
Code citations	16
Code calls	363
Animal warnings	8
Animal calls	323
Animal citations	7
Inoperable Vehicles	9
Parking	10
Search Warrants	7
POSD	0

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 www.hobbspd.com

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***Hobbs Animal Adoption Center***

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

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

August 5, 2024

To: Chief Fons  
 Deputy Chief Blevins  
 Captain Wright  
 Lt. James  
 Superintendent Silva

From: HAAC Manager Missy Funk

Subject: Monthly Statistics HAAC

July 2024

Intake:	Cats	Dogs
Dead On Arrival	19	18
Sterilization Only	22	61
Stray	49	60
Transfers In		
Unwanted	19	23
Quarantine	2	18
Clinic Visit shots	3	97
Cat Trap, Neuter, Return	48	
<b>Totals:</b>	<b>162</b>	<b>277</b>
Dispositions:		
Adopted	39	36
Died at Facility		1
Dead on Arrival	20	18
Euthanized	18	34
Rescued		8
Return to Owner	1	25
Sterilization Only	23	60
Escaped		
Clinic visit shots	4	97
Cat Trap,Neuter,Return	48	
<b>Totals:</b>	<b>153</b>	<b>279</b>

Total Revenue Collected:	Animal Pick Ups:	\$ 160
	Permits/Tags:	\$ 1,030
	Reclaims:	\$ 3,175
	Adoptions	\$
	Cat traps	\$ 300
	<u>Sterilizations:</u>	<u>\$ 3,725</u>
		\$ 8,390

HAAC currently has 57 dogs in custody and 17 cats, and 7 kittens in foster



# HOBBS POLICE DEPARTMENT

August 5, 2024

To: Chad Wright, Captain of Agency Support

From: Linda Saiz, Records Administrator

Re: July 24 Records Numbers

- Uniform Traffic Citations 300
- Warning Citations 219
- Misdemeanor Citations 0
- Arrest Reports 244
- Completed Reports 660
- Completed Supplements 247
- Completed Accident reports 77
- Criminal Trespass 58
- Warrants 225
- Recalled warrants 53
- IPRA Requests: 598
- Discovery Requests 129

*August Fons, Chief of Police*  
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# HOBBS POLICE DEPARTMENT



August 5, 2024

To: Chad Wright, Captain of Agency Support

From: Linda Saiz, Records Administrator

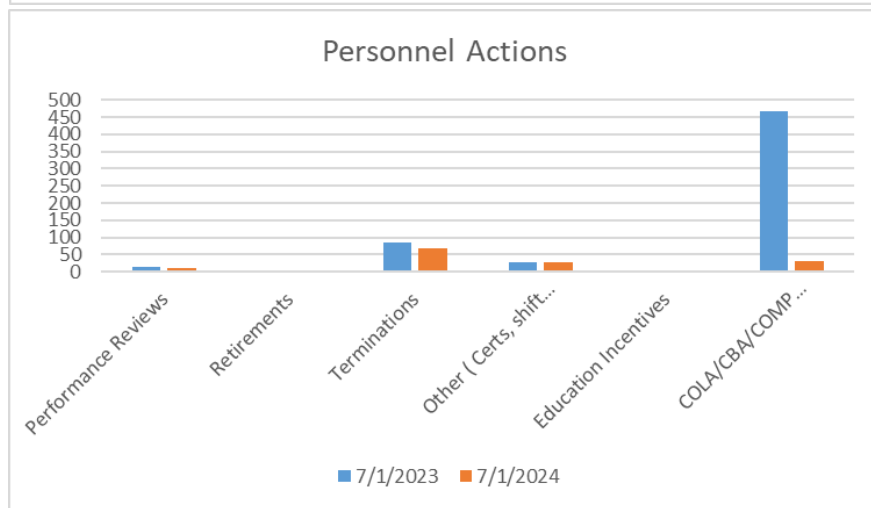
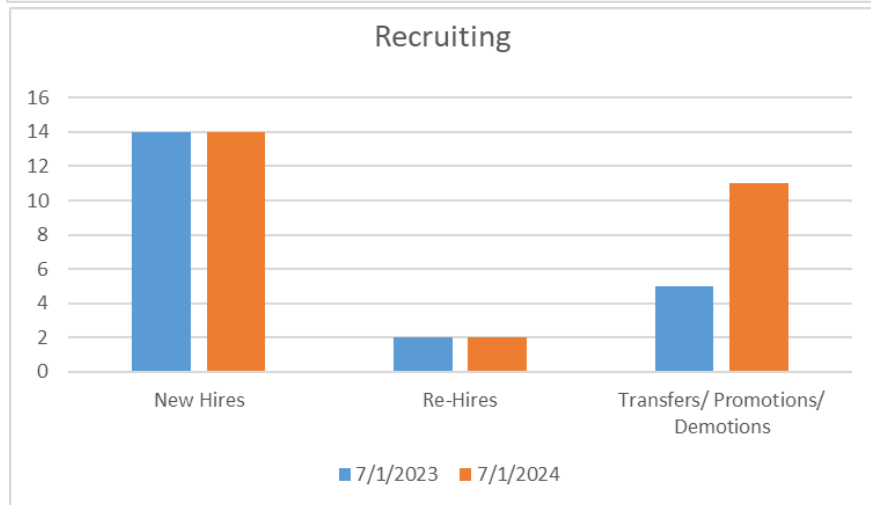
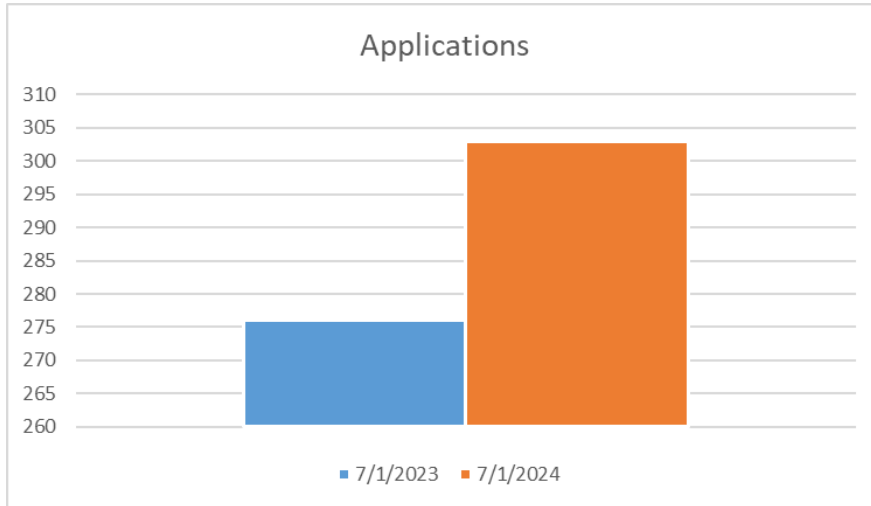
Re: July 24 Stats

	TOTAL	TOTAL	%CHNG	Year to Date	Year to Date	%CHNG
July 2023/2024	RPTS	RPTS		2023	2024	
			2023/2024			
	2023	2024				
<b>REPORTED CRIMES</b>	433	412	-5%	2945	2,739	-7%
<b>CALLS FOR SERVICE</b>	3,959	4,190	6%	28,568	28,067	-2%
<b>ARRESTS</b>	210	244	16%	1410	1,606	14%
<b>MURDER</b>	0	0	0%	6	6	0%
<b>RAPE</b>	1	2	100%	18	16	-11%
<b>ROBBERY</b>	8	3	-63%	24	16	-33%
<b>ASSAULTS AND BATTERY</b>	101	73	-28%	600	540	-10%
<b>BURGLARY</b>	46	38	-17%	471	298	-37%
<b>LARCENY</b>	63	79	25%	451	376	-17%
<b>SHOPLIFTING</b>	34	31	-9%	211	193	-9%
<b>AUTO THEFT</b>	27	14	-48%	139	96	-31%
<b>ARSON</b>	1	0	100%	8	1	-88%
<b>FORGERY</b>	0	0	100%	3	1	-67%
<b>FRAUD</b>	10	15	50%	50	58	16%
<b>EMBEZZLEMENT</b>	6	1	-83%	13	14	8%
<b>REC. STOLEN PROPERTY</b>	2	1	-50%	6	5	-17%
<b>VANDALISM</b>	90	93	3%	734	535	-27%
<b>WEAPONS OFFENSES</b>	1	3	200%	20	31	55%
<b>DOMESTIC VIOLENCE</b>	47	38	-19%	253	214	-15%
<b>ASSAULTS/BATTERY ON PO</b>	3	3	0%	26	33	27%
<b>SHOOTING AT/FM MV OR DWELLING</b>	9	0	-100%	64	30	-53%
<b>CITATIONS ISSUED</b>	327	300	-8%	2,541	2,382	-6%
<b>DWI</b>	9	17	89%	47	51	9%
<b>TRAFFIC CRASHES</b>	89	77	-13%	622	502	-19%

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## Application Source

source	total
<a href="#">Billboard / Sign</a>	2
<a href="#">Chamber of Commerce Website</a>	0
<a href="#">City of Hobbs Website</a>	112
<a href="#">Facebook</a>	9
<a href="#">Friend / Family</a>	44
<a href="#">Governmentjobs.com</a>	10
<a href="#">Indeed.com</a>	69
<a href="#">Job Fair</a>	6
<a href="#">LinkedIn</a>	0
<a href="#">Municipal League</a>	0
<a href="#">New Mexico Department of Labor</a>	2
<a href="#">Newspaper</a>	0
<a href="#">Other</a>	38
<a href="#">Radio</a>	6
<a href="#">Recruiter</a>	5
<a href="#">Unknown</a>	0
<b>Totals</b>	<b>303</b>

## New Position Postings

GUEST SERVICES SPECIALIST	CITY PLANNER
CITY ENGINEER	SCHOOL RESOURCE OFFICER
FINANCIAL ANALYST-PAYROLL	POSD MAINTENANCE LEAD WORKER
FIRE BATTALION CHIEF	POSD TECHNICIAN
POLICE DETECTIVE	GOLF PLAYER SERVICES
TECHNICAL SERVICES LIBRARIAN	SEASONAL GOLF SHOP CLERK
SENIOR CENTER CUSTODIAN	SLIDE ATTENDANT

## Safety Skills Training:

- None Assigned

## Team Involvement:

- Nicholas Goulet and Tracy South completed CivicPlus training
- Nicholas Goulet attended the Rocky Mountain Labor Conference
- The Team 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 8 team members. We have 82+ 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**  
**Justin Munoz – IT Network 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)**
- ❖ **KHBX LP Radio Station**
- ❖ **Audio/Video**
  - Commission Chambers
  - Livestream regular, special and work session meetings
  - Meeting Rooms
  - Portable
  - Cable TV
  - Video/Virtual Conferencing
  - Radio station and remotes

Total Tickets ⓘ

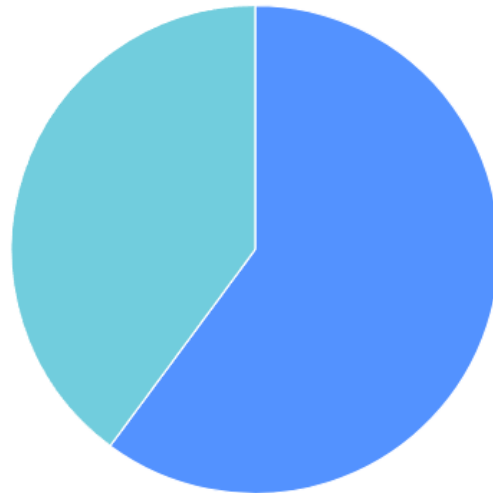
316

Avg Tickets/day ⓘ

10

Inflow by Channel ↗

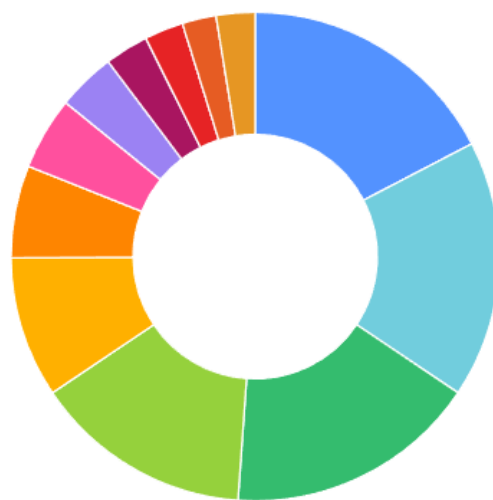
Pie Chart ▾



- Email 190
- Admin Panel 126
- API 0
- Chat 0
- Contact Form 0
- Facebook 0
- Messaging 0
- MS Teams 0
- Phone 0
- Scheduled Ticket 0
- Slack 0
- Others 0

Issue Type ↗

Donut Chart ▾



- Hardware 54
- Software 53
- Webpage 52
- Email 45
- User setup 29
- PC Setup 19
- 2FA 15
- Password Reset 12
- Phone 9
- Network 8
- Radio 7
- 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**

July 2024

##### **Mission Statement:**

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

##### **Duties Required by Law:**

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

##### **Public Meetings:**

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

For the month of July 2024, the public meetings attended by the City Attorney's Office were:

- ❖ Hobbs City Commission – Valerie Chacon (07/1; 7/15; 7/24)
- ❖ Cemetery Board – Amber Leija (N/A)
- ❖ Community Affairs Board – Amber Leija (N/A)
- ❖ Library Board – Amber Leija (N/A)
- ❖ Lodger's Tax Board – Valerie Chacon (7/10)
- ❖ Planning Board – Medjine Desrosier--Douyon (7/16)
- ❖ Utilities Board – Valerie Chacon (7/11)
- ❖ Labor Relations Board – Valerie Chacon (N/A)
- ❖ Veterans Advisory Board – Valerie Chacon (N/A)

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

❖ Public Hearings/Presentations	0
❖ Agenda Items drafted	0
❖ Resolutions Drafted	0

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	0
❖ Contract Review	5

**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, Amber Leija, prosecutes all criminal matters filed in the Hobbs Municipal Court. City Attorney, Valerie S. Chacon, represents the City of Hobbs in property disputes, employment matters, and other civil issues, advises management and elected officials on legal issues and also oversees the operations of the City Attorney's Office.

For the month of July 2024, the litigation activity of the City Attorney's Office was as follows:

**Criminal Litigation:**

❖ Pretrial Release Hearings:	0
❖ Probation Violations:	1
❖ Pretrials (Pro Se):	138
❖ Pretrials (Attorney):	37
❖ Trials:	59
❖ Dangerous Dogs/Petitions:	6
❖ DWI Cases:	15
❖ Shoplifting Cases:	0
❖ Appeals in District Court:	1
❖ Criminal Pleadings (Mun/Dist.)	139
❖ Subpoenas:	74
❖ Clio Case Entries:	186
❖ Discovery Submissions	62

**Property Matters:**

❖ Condemnation Reviews	6
❖ Property Purchases Reviews	0
❖ Property Contract Doc Reviews	0
❖ Property Correspondence	0
❖ Foreclosures Filed	0
❖ Property Liens Filed	0

**Civil Litigation:**

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

**Miscellaneous:**

❖ Trainings:	2
❖ Witness Interviews:	15
❖ In-office consultations:	50
❖ Letters/Correspondence:	1406

**Areas of Notoriety:**

- ❖ Valerie Chacon attended the Rocky Mountain Public Employee Relation Association Conference this month.
- ❖ Courtney Packer and Heather Bara began their second and last session with the NMJC to obtain their paralegal certification.

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 Chacon  
City Attorney

# CITY MANAGER'S REPORT

July, 2024

Hobbs Public Library

**CIRCULATION:** 7,595

**CIRCULATION BY MATERIAL TYPE:**

Books and Periodicals	3,722
Audio Books & Music	65
DVDs/CDs&DVDs(w/bks)/VOX	2,752
E-Books/E-Audio (OverDrive & Gale)	694
Kanopy	12
Hoopla	350

**CIRCULATION WITH OTHER LIBRARIES:**

	Borrowed	Loaned
Interlibrary Loans	21	14
ELIN Loans	19	5

**CIRCULATION BY PATRON TYPE:**

Adult	4,905
Juvenile	860
Senior Citizen	668
Used in Library	1,162
<b>Total Children's Items Circulated</b>	<b>2,195</b>
<b>Total Adult Items Circulated</b>	<b>5,400</b>
Patron Visits	3624
Overdue Notices Sent	.

**PROGRAMS & PUBLIC SERVICES:**

Programs Provided	2
Attendance	241
Passive Programs Provided	12
Passive Programming Participation	843
Meeting Room Use	21

Facebook Page Reach	7800
Web Site Usage	426
HPL Database Usage	252
Reference Questions	287
Public Computer Use	630
Board Games	30

**PATRON PROFILES:**

Adult	18,570
Juvenile (Under 18 Years)	3,598
Senior Citizens (62+ Years)	2,575
Temp ELIN	
<b>Total Active Borrowers</b>	<b>24,743</b>
 Library Patrons Added This Month	 100

**RECEIPTS:**

Materials Paid For	\$41.00
Fines & Fees	\$30.85
Copy Machine & Public Printouts	\$629.65
<b>Total</b>	<b>\$701.50</b>

**ITEMS ADDED:**

Total Items Added	263
Items Weeded	1224

**HOLDINGS:**

Total Library Holdings	167,442
------------------------	---------

City Manager's Report  
Municipal Court – July 2024

Monthly Cases:

Traffic Citations	316
Misdemeanor Citations	51
Environmental Citations	23
Fire Code Violations	1
AGG. DWI	9
DWI – 1 <sup>st</sup>	5
DWI – 2 <sup>nd</sup>	<u>0</u>
Total	405

Courtroom Activity:

Video Arraignments (Jail)	97
Court Appearances – A.M.	47
Court Appearances- P.M.	89
Virtual Court	3
Special Settings	2
Pretrial Court Appearances – A.M.	36
Pretrial Court Appearances – P.M.	24
Attorney Pretrial	8
Trial/Change of Plea Cases/PV Hearing	<u>26</u>
Total	332

Other Activity:

Summons issued	616
Warrants issued	<u>95</u>
Total	711

Fines/Fees Assessed based on Conviction:

Fines	\$40,632.00
Fee	<u>\$11,440.00</u>
Total	\$52,072.00

Fines/Fees Collected:

Fines	\$32,670.00
Penalty Assessment Fee	2,825.00
Automation Fee	1,776.00
Judicial Education Fee	885.00
Correction Fee	5,809.00
DWI Prevention Fee	514.00
DWI Lab Fee	<u>360.00</u>
Total	\$44,839.00



# Parks & Open Spaces Department

## July 2024 Report



IT ALL HAPPENS HERE™

1. Sports made netting repairs to Baker Field
2. Sports aerated and fertilized Zia Plex
3. Cemeteries had 13 interments
4. Cemetery hydro-seeded sections 15/16; continue improving turf conditions
5. Graffiti had 7 reported locations
6. Construction Crew and Golf Crew teamed up to remove trees, weeds and brush removal behind Staples
7. Golf Crew planted new flowers and plants at 9/11 Memorial
8. Parks completed 6 environmental lots; planted 5 new trees at Snyder Park, 6 rose bushes at Senior Center and lots of irrigation repairs; chemical treated all gateway signs
9. POSD helped with Independence Day Celebration and 3 nights of Safe Zones
10. Construction Crew installed AEDs and Blood Pathogen Kits at 6 new locations; poured new HE bench pad at Library; removed old pavilion pad at Charlie Brown Park; built a rock/dirt screener for department





**THE CITY OF  
HOBBS, NEW MEXICO**

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

**Recreation Department  
Monthly Report - July 2024**

**Divisions**

CORE      Recreation      Rockwind Clubhouse      Senior Center      Teen Center

**CORE**

While the CORE had a busy month in July, participation and revenue did decrease from the previous month as COREsplash was closed for a lengthy amount of time awaiting parts to arrive for a repair that would not allow any circulation of the water in COREsplash. The CORE hosted several events during the month, to include: Health Fair & Color Run, COREkids Camp, Youth Sports Skills Clinic, All Star Day, Tsunami Dive Camp, Blasters War: Water Edition. There was also a full facility rental this month.

**CORE Participation and Revenue:**

July 2024 Participation	34,117
July 2024 Revenue	\$109,369.12

**For Comparison Purposes:**

June 2024 Participation	37,139	July 2023 Participation	34,024
June 2024 Revenue	\$127,387.28	July 2023 Revenue	\$115,385.03

**Additional July 2024 Details:**

Annual Passes Sold	26	COREkids Participation	1,664
Monthly Passes Sold	242	Group Fitness Classes	266
Weekly Passes Sold	26	Tours/Participants	41/83
Day Passes Sold	4,199	Facility Rentals	35

**Senior Center**

The Senior Center continues the very important mission of providing services to the senior citizens in the community. The total number of meals served in July 2024 increased by nearly 600 when compared to June 2024! Below is some information for July 2024:

	<u># Meals</u>	<u>Donations Received</u>
July 2024 Congregate Meals Served	1,752	\$1,878.00
July 2024 Home Delivered Meals	2,865	\$ 956.00
<b>July 2024 Totals</b>	<b>4,617</b>	<b>\$2,834.00</b>

<b>For comparison June 2024 Totals</b>	4,029	\$2,433.26
--	-------	------------

Duplicate Recreation Activities:	597	Exercise:	699
Transportation/Transportation Donations:	371/\$75.00	Assessment/Reassessment:	115

## **Recreation**

- Hosted a Movies Under the Stars event at Del Norte Pool
- There were 163 park pavilion reservations
- The Summer Recess and Summer Sports programs were completed on July 18
- The Independence Day Celebration and Fireworks Safe Zones were held during the month
- The Hooked on Fishing event was held at McAdams Park
- Recreation staff began planning for Fall 2024 events

## **Aquatics**

- Aquatics staff continue to provide mandatory weekly in-service trainings for Lifeguards
- Seasonal Pools operations continue at both Del Norte and Humble Pools
- There were a total of 38 private pool parties and aquatics pavilion reservations this month
- A total of 214 youth participated in Summer Swim Lessons at Humble Pool
- Splash Pads operations continue at all five splash pads
- Splash Camp was held once again with 10 participants in July
- The Tsunami Swim & Dive Team had 20 participants for the month

## **Rockwind Community Links Clubhouse**

Rounds and revenue remained consistent in July 24. The highlight of the month was the Southeast New Mexico Junior Open Golf Tournament which saw record participation for this year's event. Coupled with the New Mexico Open, Rockwind now hosts the largest junior golf and professional golf events in the state of New Mexico! There were several large tournaments and events were held at Rockwind during the month, to include: First Tee Game Changers Tournament (60 golfers); Lea County Sheriff's Department Torch Run Tournament (120 golfers); Southeastern New Mexico Junior Open (106 junior golfers); Swing Fore Nine Memorial Tournament (160 golfers).

Rounds, July 2024: 2,300+  
Revenue, July 2024: \$115,991.22

For Comparison purposes:

Rounds, June 2024:	2,200+	Rounds, July 2023:	2,674
Revenue, June 2024:	\$114,327.76	Revenue, July 2023:	\$99,364.64

## **Teen Center**

- The Teen Center hosted a variety of games and activities during the month including a total of three fishing trips to the lake at Rockwind Community Links Golf Course
- The Teen Center also hosted two pool parties at Del Norte Pool
- 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

## RISK MANAGEMENT REPORT

July 2024

---

- Reviewed & processed for payment, monthly invoices for Work Comp/Liberty Mutual, General Liability Insurers.
- 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 1 application(s) for notary bond or inspection bond.
- Met with insurance agents to review renewal applications/process.
- Endorsed 1 new vehicles and/or equipment to city's insurance policy.
- Reviewed 64 Incident Reports from various city departments, associated police reports and video footage; established claims where required.
- Reviewed 20 property damage incidents on behalf of the City of Hobbs.
- Reviewed vendor COIs for upcoming events, projects and contracts.
- Sent 2 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		2023		2024	
<u>CLASS</u>	<u>ACTIVE ACCOUNTS</u>	<u>Billed gallons June 2023</u>	<u>ACTIVE ACCOUNTS</u>	<u>Billed gallons June 2024</u>	
Residential	11,868	149,917,802	11,974	140,919,201	
Commercial	1,831	53,318,223	1,717	51,746,130	
City Accounts	211	28,257,511	212	23,758,822	
School Accounts	62	9,735,129	67	11,159,709	
Irrigation	258	11,986,523	280	10,119,586	
Unbilled Maintenance		1,200,000		2,200,000	
	<b>14,230</b>	<b>254,415,188</b>	<b>14,250</b>	<b>239,903,448</b>	

LABORATORY	July 2023	July 2024
Total Drinking Water Tests	47	46
Total Wastewater Tests	702	781
Liquid Waste Received (gallons)	90,260	115,506

WASTEWATER RECLAMATION FACILITY		
Influent (Million Gallons)	102.792	106.960
Effluent (Million Gallons)	97.383	100.843
Solids Removed (Dry Pounds)	73,068	99,633

## WATER PRODUCTION REPORT - JULY 2024

<b>WATER PRODUCED</b>	
Total monthly water produced, million gallons	310,916,000
Total monthly water distributed, million gallons	310,002,000
<b>CHLORINE</b>	
Monthly chlorine average residual, milligrams/liter	0.58
Monthly chlorine gas dosed to system (lbs)	2,716
<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 JULY 2024

### WORK DESCRIPTION

Meter lid replacement	50
Meter box replacement	20
Meter stop / valve replacement	35
Meter change out 3/4"	870
Meter change out 1"	0
Meter change out 2"	4
Meter change out 3"	0
Meter change out 4"	0
Meter change out 6"	0
Set new 3/4" meter	20
Set new 1" meter	0
Set new 2" meter	0
Set new 3" meter	0
Set new 4" meter	0
Set new 6" meter	0
Service lateral leaks/repair	80
Service lateral replacement	6 qty - 150 feet
New Service Lateral	10 qty - 110 feet
Low water pressure investigation	2
Water quality investigations	0
Main line leaks/repair	15
Main line replacement (feet)	50
Valve maintenance	75
Valve new install/replacement	22
Fire hydrant maintenance	100
Fire hydrant repair/replacement	12
Fire hydrant meter maintenance	5
Fire hydrant meter set	3
New fire hydrant installed	5
Vehicle/equipment maintenance hours	20
Unaccounted/unmetered water loss	2,200,000
Miscellaneous afterhour calls	8
Emergency Call Outs (From 6:00pm to 7:00am)	67

### WORK DESCRIPTION

### QUANTITY

Manhole maintenance	858
Manholes cleaned	170
Sewer main line cleaned (feet)	15,000
Sewer stoppages	45
Sewer main line video inspections	2
Odor complaints	10
Sewer pre-treatment additives	400 gallons
Property damage from sewer	0
Sewer main line repair/replacement	20 feet

New sewer main line installation	0
New backflow valve installation	0
Backflow valve maintenance	0
Lift station maintenance	8

<b>UTILITIES MONTHLY PLUMBER REPORT JULY 2024</b>	<b>QUANTITY</b>
Sewer stoppages	15
Odor complaints	0
Water leaks	15
Pool maintenance	Daily
Emergency call outs (from 5:00 pm to 7:00 am)	16
Core	30