



CITY MANAGER'S MONTHLY REPORT

August, 2025

200 East Broadway
Hobbs, NM 88240
www.hobbsnm.org



Mayor
Sam D. Cobb

City Commission
R. Finn Smith – District 1
Christopher Mills – District 2
Larron Fields – District 3
Joseph D. Calderón – District 4
Dwayne Penick – District 5
Don Gerth – District 6

CITY MANAGER

City Manager
Assistant City Manager
Executive Assistant

Manny Gomez
Todd Randall
Julie Nymeyer

CITY CLERK'S OFFICE

City Clerk
Deputy City Clerk
Public Transportation Super.

Jan Fletcher
Rose Galavez
Jacque Pennington

CITY ENGINEER

City Engineer
Development Director
Building Official

Anthony Henry
Vacant
Scott Shed

COMMUNICATIONS DEPT.

Communications Director
Marketing Coordinator

Reanna Alarcon
Chad Littlejohn

FINANCE DEPARTMENT

Finance Director
Assistant Finance Director
MVD Manager

Toby Spears
Deborah Corral
Anna Villalobos

FIRE DEPARTMENT

Fire Chief
Deputy Fire Chief
Deputy Fire Chief

Mark Doporto
Ryan Herrera
Adam Marinovich

GENERAL SERVICES DEPT.

Gen. Services Director
Building Maintenance
Electrician
Garage Fleet Manager
Streets Superintendent

Shelia Baker
Mario Silva
Shawn Smith
Eddie Trevino
Bryan Ussery

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

LEGAL DEPARTMENT

City Attorney
Deputy City Attorney
Assistant City Attorney

Vacant
Medjine Douyon
Amber Leja

LIBRARY SERVICES

Library Director
Assistant Library Director

Nichole Lawless
Melody Maldonado

MUNICIPAL COURT

Municipal Judge
Court Administrator

Bobby Arther
Shannon Arguello

PARKS & OPEN SPACES DEPT.

POSD Director
Rockwind Superintendent
Parks Superintendent
Sports Fields Supervisor

Bryan Wagner
Matt Hughes
Lou Maldonado
Ashlie Lobeck

RECREATION DEPT.

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

Doug McDaniel
Lyndsey Henderson
Ben Kirkes
Michal Hughes
Mary Puccio

POLICE DEPARTMENT

Police Chief
Deputy Chief
Code Enforcement Supt.
HAAC Superintendent

August Fons
Vacant
Jessica Silva
Missy Funk

UTILITIES DEPARTMENT

Utilities Director
WWRF Supt.
WWRF Maint. Supt.
Water Office Manager

Tim Woomer
Bill Griffin
Todd Ray
Kaylyn Lewis



CITY MANAGER'S OFFICE

200 East Broadway
Hobbs, NM 88240

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

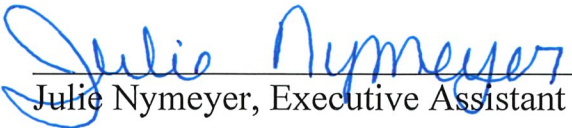
Julie Nymeyer
Executive Assistant

July 31, 2025

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

Attached is the City Manager's Monthly Report for the month of February, 2025. 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 at the City of Hobbs the Social Wellbeing Committee held an Ice Cream Social at the Teen Center. They had every type of ice cream, fruit, nuts and sprinkles! Several of Hobbs Employees turned out to enjoy ice cream and great company.


Julie Nymeyer, Executive Assistant



CITY CLERK'S OFFICE
Monthly Report - June 2025

	Apr-25	May-25	Jun-25
Business Registrations - New	19	17	19
Business Registrations - New Owner	1	0	1
Business Registrations- Change of Address	3	2	5
Renewals	4	52	26
Web Payment Renewals	0	0	0
Total Business Registrations Activity	23	69	45
Active Business Registrations for the Month	2275	2284	2282
Fireworks	0	0	8
Junk Yard Licenses	0	0	0
Liquor License	0	0	0
Mobile Business Licenses	6	7	1
Pawn Brokers	0	0	1
Secondhand Dealer's Licenses	0	0	1
Solicitor's Permit	0	0	0
Temporary Vendor's Licenses	0	0	0
Cemetery Deeds Issued/Processed	19	28	15
Public Documents Notarized	148	118	144
Public Records Request	34	28	47
Regular City Commission Meetings 6/2/25 and 6/16/25	2	2	2
Special City Commission Meetings	0	0	0
City Commission Work Session/Closed Meetings	0	1	0
Notice of Potential Quorum	0	0	0
Resolutions and Ordinances Attested	12	13	16
Consideration of Approval	2	3	2
Total Volume of Transactions on Tyler Cashiering	403	366	352
Total Amount	\$ 589,537.21	\$ 2,083,823.72	\$ 647,110.51
Web Payments Online for All Departments	\$ -	\$ -	\$ -
Grand Total	\$ 589,537.21	\$ 2,083,823.72	\$ 647,434.21

CITY OF HOBBS BUILDING DEPARTMENT

Total Type of Construction

Reporting Period: 06/01/2025 to 06/30/2025

Type	Project Description	# of Permits	Estimated Value	Fee Amount
Commercial	COMM MECHANICAL	5	\$9,000.00	\$785.00
	COMM PLUMBING	12	\$18,000.00	\$980.00
	COMM SEWER TAP & EXCAVATION	1	\$1,500.00	\$317.50
	COMMERCIAL DEMOLITION	2	\$315,000.00	\$480.00
	COMMERCIAL ELECTRICAL	13	\$19,650.00	\$3,151.00
	COMMERCIAL FENCE	1	\$10,860.00	\$20.00
	COMMERCIAL REMODEL	2	\$7,581,000.00	\$3,992.40
	COMMERCIAL RE-ROOFING	6	\$178,190.00	\$738.00
	COMMERCIAL SIGN	4	\$97,742.00	\$708.00
	COMMERCIAL STORAGE	1	\$41,000.00	\$240.00
	FIRE ALARM SYSTEM	1	\$1,500.00	\$100.00
	INDUSTRIAL EXCAVATION	2	\$3,000.00	\$25.00
	NEW COMMERCIAL	2	\$2,280,000.00	\$1,488.00
Total		52	\$10,556,442.00	\$13,024.90
Residential	RES MECHANICAL	11	\$16,500.00	\$615.00
	RES PLUMBING	42	\$63,000.00	\$3,074.00
	RES SEWER TAP & EXCAVATION	4	\$6,000.00	\$870.00
	RESIDENTIAL ADDITION	1	\$57,400.00	\$300.00
	RESIDENTIAL CANOPY	1	\$10,000.00	\$90.00
	RESIDENTIAL CARPORT	3	\$158,000.00	\$696.00
	RESIDENTIAL DEMOLITION	2	\$19,000.00	\$80.00
	RESIDENTIAL DETACHED GARAGE	1	\$43,500.00	\$480.00
	RESIDENTIAL DRIVEWAY	1	\$7,500.00	\$72.00
	RESIDENTIAL DUPLEX	12	\$5,040,000.00	\$5,760.00
	RESIDENTIAL ELECTRICAL	32	\$48,000.00	\$2,609.00
	RESIDENTIAL FENCE	2	\$2,000.00	\$20.00
	RESIDENTIAL MANUFACTURED HOME	4	\$277,730.00	\$240.00
	RESIDENTIAL REMODEL	6	\$623,000.00	\$1,290.00
	RESIDENTIAL RE-ROOF	110	\$3,071,784.00	\$11,958.00
	RESIDENTIAL SINGLE FAMILY	5	\$3,779,400.00	\$3,978.67
	RESIDENTIAL SOLAR	1	\$33,510.00	\$480.00
	RESIDENTIAL STORAGE	1	\$5,741.00	\$0.00
Total		238	\$13,262,065.00	\$32,612.67
COMMERCIAL		52	\$10,556,442.00	\$13,024.90
RESIDENTIAL		238	\$13,262,065.00	\$32,612.67
TOTAL COMBINED		290	\$23,818,507.00	\$45,637.57



**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
JUNE 2025**

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	2025 Total
Permanent / Temporary Addresses: <i>*Includes Master Subdivision Addresses</i>	0	40	45	20

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)

June 2025

Phase 12 Waterline: The Phase 12 Waterline Project began June 9th. The GIS Division used the County's 360° camera to document the first three construction areas, capturing pre-construction property conditions and NM811 line markings. As the project continues, GIS will use GNSS equipment to map the new waterline and collect 360° footage before and after work in each area.

Fire and EMS Zones: The Hobbs Fire dept. (HFD) reached out to the GIS Division about some changes they wanted to do to the EMS and Fire Response Zones. HFD wanted to cut the southern part of Response Zone J and K into a new Response Zone (to be named Q and R), so their secondary responding units can be shifted from Station 4 to Station 1 because of the drive time. The GIS division pushed the modified Response Zones to the Lea County Communication Authority (LCCA) after HFD approved the changes and updates. After the updates to the LCCA's datasets, the GIS division began working on updated wall and hand maps.

Motorola MSAG Provider Switchover: After reaching out to the State about some questions the City had about our Master Street Address Guide (MSAG) on June 18th, the GIS Division and Engineering Department were alerted that the State was switching MSAG providers to Motorola. The GIS Division and Engineering Department attended a virtual training class to get prepared for the switchover. Until the end of the year the City will be maintaining both the Intrados and Motorola MSAG as the State works on the full switchover.



**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
JUNE 2025**

GNSS Equipment: The GIS Division set up three GNSS units. The Trimble R980 was configured easily, but the two Juniper Geode/Archer units had issues connecting to our Real-Time Correction Base Station and running in 20Hz mode. All units are now minimally functional, and work on the Juniper units will continue.

Sidewalk Failure Survey123: The GIS Division created a Survey123 form to help the Engineering Department measure and calculate failed sidewalk areas. Designed for use by a GIS tech or summer intern, the form captures details needed to get repair quotes from contractors. It builds on last year's project, which identified 119 failed sidewalk spots, and simplifies data collection for repairs.

The Month's Buffer Maps: During the month of June the GIS Division did not receive any new buffer map requests. This is the fourth month within a year without any buffer requests, and may indicate a larger slowdown in the local Cannabis market. Additionally, with additional dispensaries closing in the last month (noted while driving around Hobbs) these may a general shift from many smaller dispensaries to a few larger/regional dispensaries.

PLANNING DEPARTMENT:

The following is a summary of the historical growth statistics.

City of Hobbs Growth Statistics										
Land Development	2016	2017	2018	2019	2020		2021	2022	2023	2024
Annexations	1.31	0	163.23	0	1.3		0	95.44	0.86	236.14
Subdivisions	1	3	1	5	4		6	10	4	5
Lots Gained	102	13	42	186	197		160	196	103	80
Summary Subdivisions	33	42	31	47	41		31	40	26	

The Planning Board meeting was rescheduled for June 24th at 10:00 a.m.

Planning Board Summary:

June 24th - The Planning Board reviewed and considered action on 4 items in a Rescheduled Meeting:

- Review and Approve the proposed subdivision for the Country View Subdivision.



ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
JUNE 2025

- Review and Approve the proposed redivision for Gordon Lucht Estates Redivision
- Review and Consider of front setback and rear access for Liberty Crossing Subdivision.
- Review and Consider secondary rear access residential lots for Trinity Estates Unit 3 Subdivision

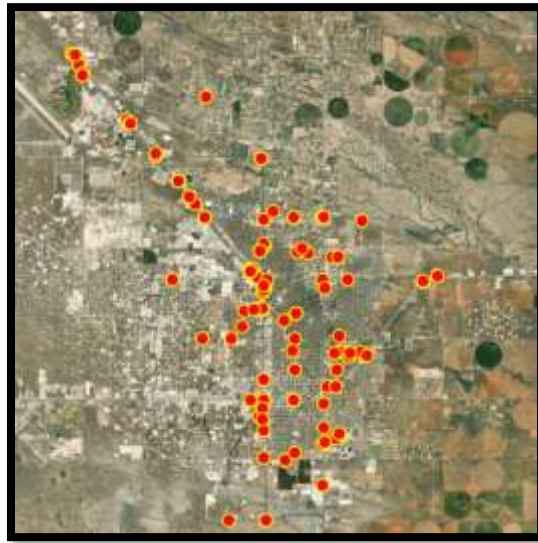
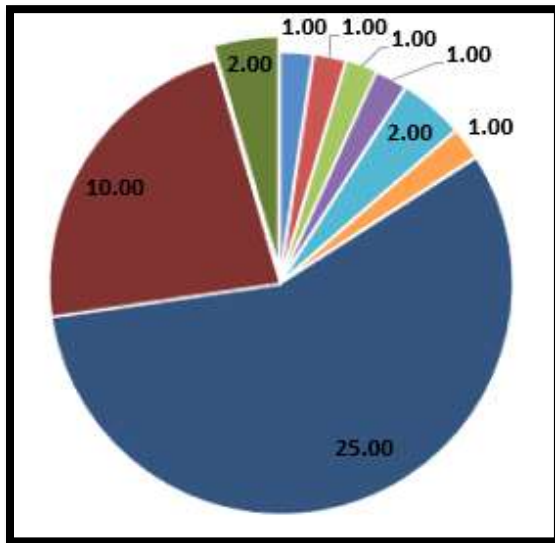


ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
JUNE 2025

TRAFFIC DIVISION:

The City of Hobbs has 42 traffic signals, 5 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



12. Camera Lens Cleaned = 1	13. Camera Service = 1	14. Cabinet Service = 1
18. LED Module Replace = 1	02. Minor Traffic Signal Repair = 2	21. School Zone Repaired = 1
26. Sign Install / Service = 25	28. Pole & Anchor Replace = 10	03. Wiring Problem Repair = 2

Major Damage:

- No major damages for the month of June.

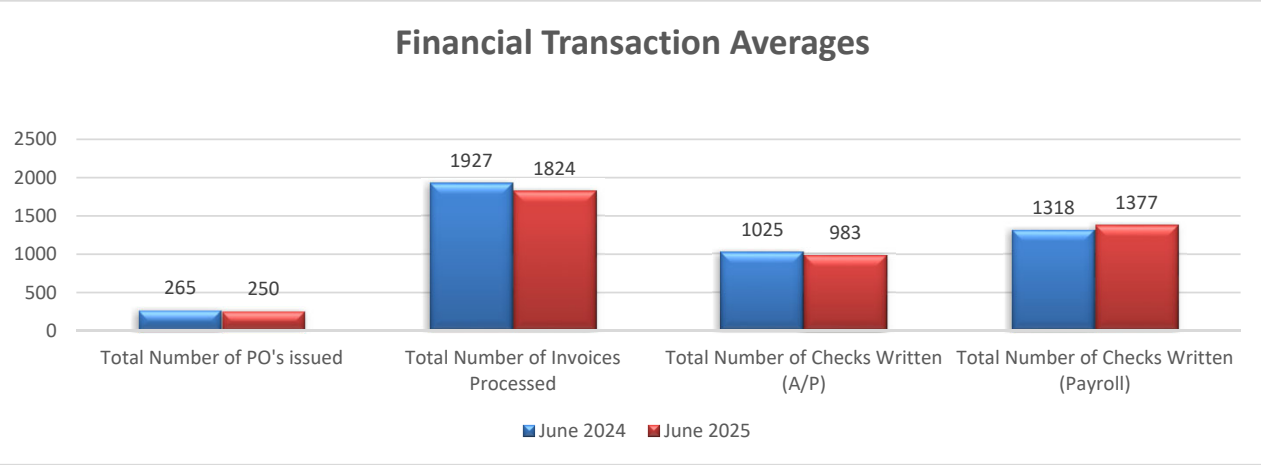
Monthly Measurement
Finance Department
Fiscal Year 2025

Cash Statistics	June 2024	June 2025
Beginning Cash Balance	191,263,744	199,133,258
Monthly Cash In (Revenue - all funds)	11,829,025	14,116,504
Monthly Cash Out (Expenditures - all funds)	10,686,233	18,956,260
Ending Cash Balance	191,898,421	195,303,433

Finance Transaction Statistics

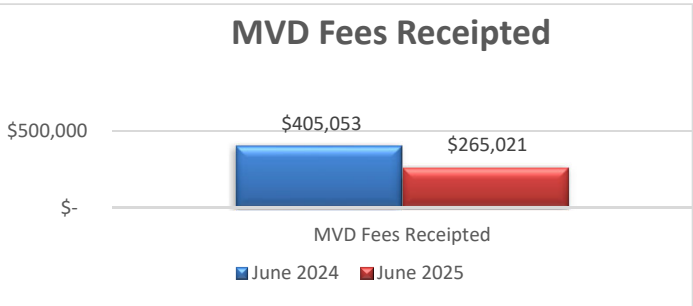
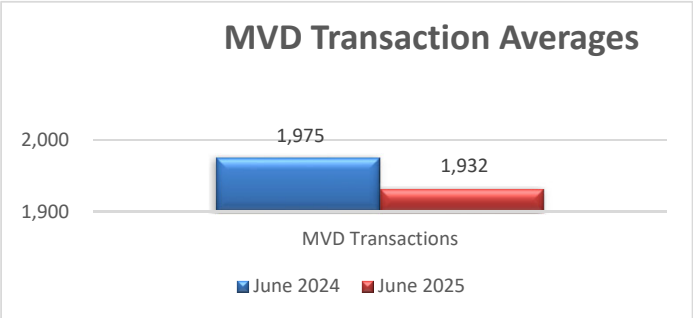
	June 2024	June 2025
Total Number of PO's issued	265	250
Total Number of Invoices Processed	1927	1824
Total Number of Checks Written (A/P)	1025	983
Total Number of Checks Written (Payroll)	1318	1377

daily average	63
daily average	456
weekly average	246
bi-weekly average	689



MVD Statistics	June 2024	June 2025
MVD Transactions	1,975	1,932
MVD Fees Received	\$ 405,053	\$ 265,021

daily average	483
daily average	\$ 66,255



June 2025

General Services – Building Maintenance

Work performed by City Carpenters

2	AED
3	A/C units widow
28	Ceiling Tiles Replaced
30	Fix and building
7	Items hung
7	Items installed
2	Furniture Assembled
20	Cabinets removed
5	Door Repairs
5	Doors Adjusted and grease
2	Baseboard Repair/installed
1	Secure doors
27	Furniture removed
30	Drywall holes
14	Corners tiles /bull nose removed and fix
13	Roof Inspections/sky ligts
1	Roof Repair
110	Secure grip tiles
3	Window seals
1	Dog kennels fix wired

173	City hall
20	Senior Center
8	Fire department #1
25	Hobbs Police Dept. - HPD
2	Mvd
7	Library
8	Court House
3	Adoption center
20	Annex
2	Fire station #2
30	shop
1	Plumber shop
12	Utilities office

Location of
work
performed

June 2025 General Services – Electrical Dept.

Break down of work performed by the Electricians.

2	Light repairs
48	AC repairs
3	Heater repairs
7	General electrical work
11	CORE work

Location of work performed.

11	CORE
7	Library
9	City hall
1	PD
14	Fire stations
1	DA building
5	Parks
6	Senior center
1	Teen center
1	Garage
2	AAC
1	Streets

June - 2025

General Services - Garage

In June - 2025 The City Garage had a total of 190 Repair Orders/Invoices. Of the 190 R.O./Invoices, 112 were repaired in house and 78 were out sourced. The monthly total outlay for the garage as well as subcontracted parts and labor totaled \$ 107,860.79 Below is a break-down by categories. The break-down includes all parts and labor.

Work Performed	# of City R.O./Inv	# of Vendor R.O./Inv	Garage Parts \$	Garage Labor \$	Vendor Parts \$	Vndor Labor \$	Total \$
AC/Heater/Vent	7	4	2,422.78	833.00	1,230.32	2,445.00	6,931.10
Accident Repair	0	3	0.00	0.00	16,147.90	4,284.00	20,431.90
APM/BPM/CPM	19	6	1,993.77	1,292.00	671.27	0.00	3,957.04
Brakes	3	1	858.25	272.00	579.27	600.00	2,309.52
Charging	2	0	330.42	68.00	0.00	0.00	398.42
Engine	3	2	8,610.25	2,890.00	11,463.46	4,556.00	27,519.71
Exhaust	0	1	0.00	0.00	46.99	570.00	616.99
Filters	9	0	1,419.05	391.00	0.00	0.00	1,810.05
Fuel System	3	0	508.79	238.00	0.00	0.00	746.79
Hydraulics	1	0	321.89	187.00	0.00	0.00	508.89
Lift Mechanism	2	0	19.98	102.00	0.00	0.00	121.98
Lighting	9	2	45.43	306.00	3,434.38	375.00	4,160.81
Miscellaneous Maintenance	24	18	1,060.59	1,088.00	7,219.95	6,471.00	15,839.54
Rear Axle/Drive	0	1	0.00	0.00	6,962.89	1,650.00	8,612.89
Safety Recall	0	2	0.00	0.00	0.00	0.00	0.00
Service Calls	11	0	0.00	629.00	0.00	0.00	629.00
Suspension	0	2	0.00	0.00	0.00	250.00	250.00
Sweeper Brooms	1	0	400.00	102.00	0.00	0.00	502.00
Tires	15	24	3,116.50	986.00	3,508.64	1,906.00	9,517.14
Towing Vehicles	0	5	0.00	0.00	0.00	900.00	900.00
Transmission	2	1	117.98	170.00	310.26	330.00	928.24
Wash Job	0	6	0.00	0.00	0.00	585.00	585.00
Wheels/Hubs/Bearings	1	0	515.78	68.00	0.00	0.00	583.78
Monthly Total	112	78	21,741.46	9,622.00	51,575.33	24,922.00	107,860.79

		# of R.O./Inv	Parts	Labor	Total
City Garage		112	21,741.46	9,622.00	31,363.46
Vendor		78	51,575.33	24,922.00	76,497.33
		190	73,316.79	34,544.00	107,860.79

June 2025

General Services – Plumber

Work performed by City Plumber

8	Toilet Repairs	1	Shower Repairs
4	Sink/Faucet Repairs	3	Pool Equipment Repairs
5	Water Leak		
1	Sink Stoppage		
7	Drain Repairs		
4	Sewer Main Stoppage		
2	Ice Machine Repairs		

Location of work performed

3	Police Dept.	5	Pools
2	Fire Stations	4	Core
2	Fire Stations	1	M.V.D.
2	Rockwind		
13	Parks		

June 2025 Street Department Monthly Report

Break down of work performed by the Street Department Crew:

Man Hours	Activity
274HRS.	Street Sweeping
56 HRS.	Hot Mix
192 HRS.	Cold Mix Patching
336 HRS.	Alley Maintenance
96 HRS.	Maintenance
38 HRS.	Work in Welding Shop
8 HRS.	Building Brooms
104 HRS.	Meetings
2 HRS.	Hauling Trash
52 HRS.	Stockpiling
58 HRS.	Parks
256 HRS.	Inlets
48 HRS.	Garage

The total amounts of material hauled or used:

Quantity	Material
456 YDS	Sweepings
276 YDS	Alley Material
299 BGS	Cold Mix Bags Used
72 YDS	Trash
11 YDS	Hot Mix
2562 YDS	Millings

Calls responded to:

Number	Type
16	Dispatched – accidents, spills, debris
15	Requests
3	Block Party



Hobbs Express

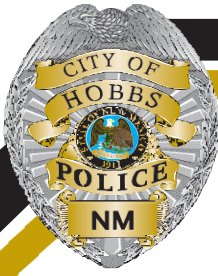
Monthly Report - JUNE 2025

Passenger Activity	Prior Month May-25	Reporting Month Jun-25
No. of Elderly Passengers	887	771
No. of Non-Ambulatory Passengers	78	84
No. of Disabled Passengers	292	276
No. of Other Trips	3329	1935
Total Passenger Trips	4586	3066

Total Bus Route Trips	2852	2579
Total Demand Response/Paratransit Trips	1734	487
Total Passenger Trips	4586	3066

Vehicle Statistics	Prior Month May-25	Reporting Month Jun-25
Total Vehicle Hours	709	720
Total Vehicle Miles	10,944	9,870

Revenue Collected	Prior Month May-25	Reporting Month Jun-25
Total Fares Collected	\$1,801.19	\$1,654.25



HOBBS POLICE DEPARTMENT

July 8, 2025

To: Marina Barrientes, Captain of Agency Support

From: Linda Saiz, Records Administrator

Re: June 2025 Records Numbers

- Uniform Traffic Citations 375
- Warning Citations 147
- Misdemeanor Citations 0
- Arrest Reports 185
- Completed Reports 740
- Completed Supplements 329
- Completed Accident reports 80
- Criminal Trespass 43
- Warrants 203
- Recalled warrants 52
- IPRA Requests: 507
- Discovery Requests 99

Completed cannabis expungements 3

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

Accredited By The
New Mexico Law Enforcement Professional Standards Council





HOBBS POLICE DEPARTMENT

Date July 8, 2025

To: Captain Marina Barrientes
From: Linda Saiz, Records Administrator
RE: June 2024/ 2025 Stats

	TOTAL	TOTAL	%CHNG	Year to Date	Year to Date	%CHNG
June 2024/2025	RPTS	RPTS		2024	2025	
			2024/2025			
	2024	2025				
REPORTED CRIMES	336	303	-10%	2,237	2,249	1%
CALLS FOR SERVICE	4,025	3,394	-16%	23,877	21,615	-9%
ARRESTS	244	185	-24%	1,362	1,117	-18%
MURDER	1	1	0%	6	2	-67%
RAPE	5	8	500%	14	10	-29%
ROBBERY	1	3	200%	10	15	50%
ASSAULTS AND BATTERY	77	66	-14%	467	498	7%
BURGLARY	49	49	0%	257	216	-16%
LARCENY	39	41	5%	297	300	1%
SHOPLIFTING	24	25	4%	162	206	27%
AUTO THEFT	10	14	40%	82	93	13%
ARSON	0	0	-100%	1	0	-100%
FORGERY	0	0	0%	1	6	500%
FRAUD	8	9	13%	43	51	19%
EMBEZZLEMENT	1	3	0%	13	14	8%
REC. STOLEN PROPERTY	1	1	200%	4	12	200%
VANDALISM	61	56	-8%	442	433	-2%
WEAPONS OFFENSES	8	0	-100%	28	15	-46%
DOMESTIC VIOLENCE	44	30	-32%	214	223	4%
ASSAULTS/BATTERY ON PO	5	2	-60%	33	24	-27%
SHOOTING AT/FM MV OR DWELLING	3	1	-67%	30	23	-23%
CITATIONS ISSUED	416	375	-10%	2,382	2,550	7%
DWI	13	7	-46%	51	56	10%
TRAFFIC CRASHES	59	80	36%	502	611	22%

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

Accredited By The
New Mexico Law Enforcement Professional Standards Council





Application Source

Source	Total
Billboard / Sign	2
Chamber of Commerce Website	2
City of Hobbs Website	112
Facebook	3
Friend / Family	49
Governmentjobs.com	15
Indeed.com	133
Job Fair	3
LinkedIn	4
Municipal League	0
New Mexico Department of Labor	2
Newspaper	1
Other	26
Radio	0
Recruiter	6
Unknown	0

New Position Postings

LEAD SPORTS SPECIALIST	WAREHOUSE OPERATIONAL SPECIALIST
PROJECT MANAGER - PLANNING	HR SPECIALIST-BENEFITS
SEASONAL POOL MAINTENANCE ATTENDANT	SEASONAL GOLF PLAYER SERVICES
ANIMAL CONTROL OFFICER	ASSISTANT DEPUTY CITY CLERK
LIBRARY SPECIALIST	ADMINISTRATIVE SUPPORT ASSISTANT
ACCOUNTING SPECIALIST	FACILITY RENTAL SPECIALIST

Safety Skills Training:

- Hazard Communication

Team Involvement:

- Susan Munoz attended interactive ASIST Training that focused on suicide prevention presented by the Guidance Center
- The HR Team completed the bulk of the Summer Program hiring process
- HR Team conducted the monthly New Hire Orientation
- Benefits Specialists met with United Insurance representatives to discuss any issues
- Specialist Joslyn Van Buskirk participated in a departmental hiring process
- Nicholas Goulet participated in ongoing union negotiations with the Hobbs Fire Department



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 2025

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 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 June 2025, the public meetings attended by the City Attorney's Office were:

- ❖ Hobbs City Commission – Medjine Desrosiers-Douyon (06/02)
- ❖ Hobbs City Commission - Amber Leija (06/16)
- ❖ Cemetery Board – Amber Leija (N/A)
- ❖ Community Affairs Board – Amber Leija (N/A)
- ❖ Library Board – Amber Leija (N/A)
- ❖ Lodger's Tax Board – Medjine Desrosiers-Douyon (N/A)
- ❖ Planning Board – Medjine Desrosiers-Douyon (06/17)
- ❖ Utilities Board – Medjine Desrosiers-Douyon (N/A)
- ❖ Labor Relations Board – Medjine Desrosiers-Douyon (N/A)
- ❖ Veterans Advisory Board – Amber Leija (N/A)

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

❖ Public Hearings/Presentations	0
❖ Agenda Items drafted	3
❖ 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	1
❖ Contract Review	23

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. Deputy City Attorney Medjine Desrosiers-Douyon, 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 June 2025, the litigation activity of the City Attorney's Office was as follows:

Criminal Litigation:

❖ Pretrial Release Hearings:	0
❖ Probation Violations:	0
❖ Pretrials (Pro Se):	119
❖ Pretrials (Attorney):	32
❖ Trials:	40
❖ Dangerous Dogs/Petitions:	0
❖ DWI Cases:	11
❖ Shoplifting Cases:	0
❖ Appeals in District Court:	0
❖ Criminal Pleadings (Mun/Dist.)	102
❖ Subpoenas:	49
❖ Clio Case Entries:	287
❖ Discovery Submissions	68

Property Matters:

❖ Condemnation Reviews	2
❖ Property Purchases Reviews	0
❖ Property Contract Doc Reviews	0
❖ Property Correspondence	0
❖ Foreclosures Filed	0
❖ Property Liens Filed/Released	14

Civil Litigation:

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

Miscellaneous:

❖ Trainings:	0
❖ Witness Interviews:	4
❖ In-office consultations:	35
❖ Letters/Correspondence:	1547

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,

Medjine Desrosiers-Douyon

Medjine Desrosiers-Douyon
Deputy City Attorney

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 85+ 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
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.

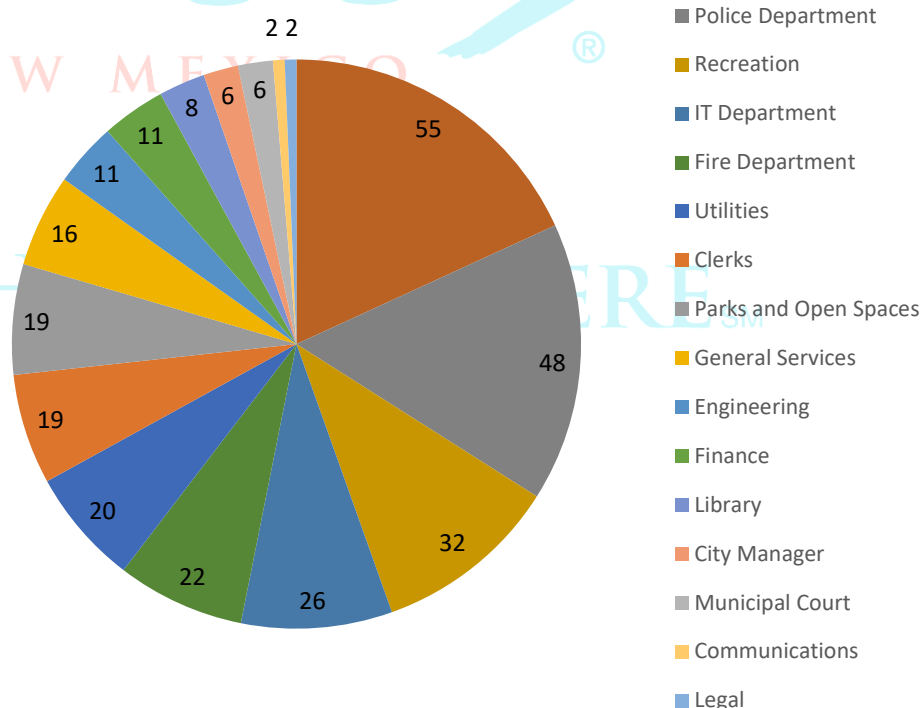
- ❖ **Technology Policies**
 - AR 15-02 – Technology Policy
- ❖ **I.T. Equipment (24 City of Hobbs facilities)**
 - Purchasing
 - Installation
 - Maintenance
 - Training
 - Research and Development/Planning
- ❖ **Computer**
 - Servers (62) (31 physical / 31 virtual)
 - Offsite replication
 - Desktops (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

The following IT projects are based on our strategic goals set forth by our Mayor, City Commission and City Manager. These projects progress over many months and help change the way our users handle day to day tasks. These projects are designed to make users jobs easier while improving efficiency. Each of these jobs take many hours to plan, design, configure and implement and are handled in addition to our regular workload of monthly user related tickets.

- ❖ CivicPlus Agenda Management Solution
 - 50+ hours of configuration and training users
 - 60+ hours of template design and implementation
 - Community members are able to see the agenda and video in one portal
- ❖ Virtual Environment Replacement
 - 100+ hours of design and planning
 - 130+ hours network design and configuration
 - 30+ hours hardware installation
- ❖ Phone System Upgrade
 - 200+ hours of design and planning
 - 120+ hours coordinating and cleaning up old circuits and billing issues
 - 170+ hours upgrading old copper circuits to fiber connections
 - Deployed new phone system to Senior Center. Library is the next facility on the list.
- ❖ Key Management System
 - 60+ hours to design and construct plan to replace all locks and keys at City Hall
 - 45+ hours to design and build new server to house new key management software to improve tracking and accountability for all keys issued to all City employees
 - 30+ hours installing door cores for new keys
- ❖ KHBX Radio Station Upgrade
 - 230+ hours researching, purchasing and planning for upgrade from low power station to high power FM station
 - 40+ hours applying and coordinating for FCC licenses
 - 530+ preparing for installation of new hardware and software for new station

ISSUE TYPE	# OF TICKETS
2FA	37
Camera	4
Email	57
Hardware	19
Internet	1
Network	13
Other	6
Password Reset	17
PC Setup	20
Phone	17
Radio	4
Project	0
Research	0
Software	49
User Setup	31
Webpage	28
TOTAL	303

TOTAL TICKETS - 303



CITY MANAGER'S REPORT

June, 2025

Hobbs Public Library

CIRCULATION: 6,463

CIRCULATION BY MATERIAL TYPE:

Books and Periodicals	4,462
Audio Books & Music	105
DVDs/CDs&DVDs(w/bks)/VOX	502
E-Books/E-Audio (OverDrive & Gale)	746
Hoopla	612
Kanopy	36

CIRCULATION WITH OTHER LIBRARIES:

	Borrowed	Loaned
Interlibrary Loans	9	3
ELIN Loans	22	17

CIRCULATION BY PATRON TYPE:

Adult	3,258
Juvenile	1,011
Senior Citizen	550
Used in Library	1,644

Total Children's Items Circulated 2,631

Total Adult Items Circulated 3,832

Patron Visits	5,158
Overdue Notices Sent	

PROGRAMS & PUBLIC SERVICES:

Programs Provided	45
Attendance	2,084
Passive Programs Provided	12
Passive Programming Participation	679
SRP Performances	4
Meeting Room Use	30

Facebook Post Reach	46,303
Web Site Usage	577
HPL Database Usage	62
Reference Questions	171
Public Computer Use	636
Board Games	21

PATRON PROFILES:

Adult	19,099
Juvenile (Under 18 Years)	3,787
Senior Citizens (62+ Years)	2,259
Temp ELIN	2,292
Total Active Borrowers	27,437

Library Patrons Added This Month	112
----------------------------------	-----

RECEIPTS:

Materials Paid For	\$5.00
Fines & Fees	\$37.75
Copy Machine & Public Printouts	\$642.35
Total	\$685.10

ITEMS ADDED:

Total Items Added	184
Items Weeded	763

HOLDINGS:

Total Library Holdings	127,595
------------------------	---------

City Manager's Report
Municipal Court –June 2025

Monthly Cases:

Traffic Citations	341
Misdemeanor Citations	27
Environmental Citations	48
Fire Code Violations	0
AGG. DWI	2
DWI – 1 st	3
DWI – 2 nd	<u>0</u>
Total	421

Courtroom Activity:

Video Arraignments (Jail)	55
Court Appearances – A.M.	49
Court Appearances- P.M.	104
Virtual Court	2
Special Settings	1
Pretrial Court Appearances	63
Trial/Change of Plea Cases/PV Hearing	<u>30</u>
Total	304

Other Activity:

Summons issued	464
Warrants issued	<u>87</u>
Total	551

Fines/Fees Assessed based on Conviction:

Fines	\$44,160.00
Fee	<u>\$3,334.00</u>
Total	\$47,494.00

Fines/Fees Collected:

Fines	\$44,369.00
Copy Fee	11.50
Penalty Assessment Fee	3,834.00
Automation Fee	96.00
Judicial Education Fee	49.00
Correction Fee	330.00
DWI Prevention Fee	127.00
DWI Lab Fee	<u>105.00</u>
Total	\$48,921.50

Parks & Open Spaces Department

June 2025 Report



IT ALL HAPPENS HERE.

1. Cemeteries had 19 interments
2. Cemetery added 12 solar lights
3. Graffiti received 7 reports this month
4. MLK Soccer Plex closed for Turf Renovation Project – started tilling fields
5. Fence was repaired at Baker Field from wind damage
6. Golf Course did sod work on Hole 9
7. Del Norte Park East Restrooms received new paint on interior
8. Work with Library staff to pour concrete and installing new carpet tiles in various areas inside building
9. 3 Dog Bag Waste Stations installed at Library/Clinton Park
10. Assisted with 45 pavilion rentals, 3 mobile stage reservations, and 11 special event permits
11. Completed 17 Environmental Lots
12. Started weed removal at Healthwalk





THE CITY OF
HOBBS, NEW MEXICO

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

**Recreation Department
Monthly Report - June 2025**

Divisions

CORE Recreation Rockwind Clubhouse Senior Center Teen Center

CORE

June was a busy month at the CORE with many summer programs and activities taking place: COREfest and the COREfest Countdown Challenge, URENCO Slime Day, Tsunami Mock Meet, and Camp COREkids. When compared to the previous month, May 2025, participation in June increased approximately 10%, while revenue increased approximately 21%.

CORE Participation and Revenue:

June 2025 Participation	30,177
June 2025 Revenue	\$132,220.76

For Comparison Purposes:

May 2025 Participation	27,500	June 2024 Participation	37,139
May 2025 Revenue	\$109,379.83	June 2024 Revenue	\$127,387.28

Additional June 2025 Details:

Annual Passes Sold	25	COREkids Participation	1,687
Monthly Passes Sold	50	Group Fitness Classes	415
Weekly Passes Sold	15	Tours/Participants	15/32
Day Passes Sold	4,911	Facility Rentals	53

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 2025:

	<u># Meals</u>	<u>Donations Received</u>
June 2025 Congregate Meals Served	1,531	\$1,496.26
June 2025 Home Delivered Meals	<u>2,899</u>	<u>\$1,371.00</u>
June 2025 Totals	4,430	\$2,857.26
For comparison May 2025 Totals	4,729	\$2,820.11

Duplicated Recreation Activities:	607	Duplicated Exercise Activities:	779
Transportation/Transportation Donations:	386/\$134.00	Assessment/Reassessment:	68

Recreation

- There a total of 176 park/athletic facility rentals for the month
- There were two (2) Movies Under the Stars held at City Park during June
- The Hooked on Fishing youth fishing tournament had a total of 112 participants

- The Summer Recess and Summer Sports Program had a combined total of 682 registered participants
- There were a total of 24 students registered for Journey Through the Arts youth program
- Adult art classes had 11 students enrolled for the month

Aquatics

- Aquatics staff continue to provide mandatory weekly in-service trainings for Lifeguards
- There were 38 private pool parties held at Del Norte Pool during the month
- To date, a total of 51 Seasonal Aquatics staff have been hired
- Aquatics staff continue to teach Red Cross Lifeguard Training classes
- The Tsunami Swim & Dive Team had 48 participants for the month

Rockwind Community Links Clubhouse

Rockwind Community Links continues to be a very busy place. There were four tournaments during June: NMJC Foundation Golf Tournament (88 golfers), ED Golf Tournament (124 golfers), IPS Charity Classic (108 golfers), First Tee Game Changers Tournament (100 golfers). Both the number of rounds played, and revenue in June increased when compared to both the previous month, May 2025, and June 2024.

Rounds, June 2025: 2,833
Revenue, June 2025: \$144,112.88

For Comparison purposes:

Rounds, May 2025:	2,444	Rounds, June 2024:	2,200+
Revenue, May 2025	\$126,353.90	Revenue, June 2024:	\$114,327.76

Teen Center

- Staff continues to offer rides home for teens who attend the Teen Center in the evening
- The Teen Center is having updates done to the parking lot lighting, and both indoor and outdoor security camera systems
- The Teen Center hosted 21 special events during the month
- The Teen Center continues to see an increase in registrations/memberships

RISK MANAGEMENT REPORT

June 2025

- Reviewed & processed for payment, monthly invoices for Work Comp/Liberty Mutual, General Liability Insurers.
- Participated in conference calls with insurance companies, assigned adjusters and/or assigned attorneys 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.
- Updated property, vehicle and equipment schedules.
- Endorsed 2 new vehicles and/or equipment to city's insurance policy.
- Reviewed 102 Incident Reports from various city departments, associated police reports and video footage; established claims where required.
- Reviewed 46 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		2024		2025
CLASS	ACTIVE ACCOUNTS	Billed gallons		Billed gallons
		June 2024 May Consumption	ACTIVE ACCOUNTS	June 2025 May Consumption
Residential	11,851	143,851,724	12,089	118,825,652
Commercial	1,830	50,063,511	1,852	48,789,992
City Accounts	212	14,543,411	210	17,726,421
School Accounts	66	6,666,087	66	8,324,935
Irrigation	303	10,031,436	250	6,152,182
Unbilled Maintenance		2,200,000		2,800,000
	14,262	227,356,169	14,467	202,619,182

LABORATORY	June 2024	June 2025
Total Drinking Water Tests	43	44
Total Wastewater Tests	620	690
Liquid Waste Received (gallons)	105,980	132,815

WASTEWATER RECLAMATION FACILITY

Influent (Million Gallons)	102.472	103.305
Effluent (Million Gallons)	97.42	96.586
Solids Removed (Dry Pounds)	43,804	95,844

WATER PRODUCTION REPORT - JUNE 2025

WATER PRODUCED

Total monthly water produced, million gallons	245,563,000
Total monthly water distributed, million gallons	244,047,000

CHLORINE

Monthly chlorine average residual, milligrams/liter	0.58
Monthly chlorine gas dosed to system (lbs)	2,032

MICROBIOLOGY

Bacteria tests, routine	40
Positive results	0

PUBLIC SERVICE

Customer complaints, investigated	0
Customer complaints, resolved	0
Low water / pressure issues	0
Emergency call outs (from 5:00 pm to 7:00 am & weekends)	0

UTILITY MAINTENANCE JUNE 2025

WORK DESCRIPTION

Meter lid replacement	38
Meter box replacement	21
Meter stop / valve replacement	13
Meter change out 3/4"	9
Meter change out 1"	25
Meter change out 2"	2
Meter change out 3"	2
Meter change out 4"	0
Meter change out 6"	0
Set new 3/4" meter	20
Set new 1" meter	5
Set new 2" meter	4
Set new 3" meter	0
Set new 4" meter	0
Set new 6" meter	0
Service lateral leaks/repair	77
Service lateral replacement	9 qty - 90 feet
New Service Lateral	10 qty - 100 feet
Low water pressure investigation	7
Water quality investigations	7
Main line leaks/repair	3
Main line replacement (feet)	80
Valve maintenance	2
Valve new install/replacement	6
Fire hydrant maintenance	12
Fire hydrant repair/replacement	8
Fire hydrant meter maintenance	6
Fire hydrant meter set	5
New fire hydrant installed	3
Vehicle/equipment maintenance hours	0
Unaccounted/unmetered water loss	2,600,000
Miscellaneous afterhour calls	32
Emergency Call Outs (From 6:00pm to 7:00am)	83

WORK DESCRIPTION

QUANTITY

Manhole maintenance	200
Manholes cleaned	200
Sewer main line cleaned (feet)	68,000
Sewer stoppages	35
Sewer main line video inspections	0
Odor complaints	4
Sewer pre-treatment additives	500 gallons

Property damage from sewer	0
Sewer main line repair/replacement	15 feet
New sewer main line installation	300 feet
New backflow valve installation	0
Backflow valve maintenance	0
Lift station maintenance	16-Pumps