



CITY MANAGER'S MONTHLY REPORT

October, 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
Event Coordinator

Vacant
Chad Littlejohn
Evelyn Nunez

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
Deputy City Attorney
Assistant City Attorney

Vacant
Medjine Douyon
Ayana Estrada
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
Wade Lyons
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

October 31, 2025

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


Attached is the City Manager's Monthly Report for the month of October, 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 the Recreation Department held the Spooktacular event that had 3177 participants this year! The City of Hobbs Social Wellbeing Committee held their annual No-Carve Pumpkin Contest. The creativity and participation of the departments was amazing. The First-Place winner for the No-Carve Pumpkin Contest was the Building Inspections Department.

The City of Hobbs also held an Employee Costume Contest. Ms. Debra Young with the Water Office won most Creative, the funniest was the Traffic Departments three little piggy's and the Best Group went to the Parks and Open Spaces Team.

We would like to thank the Social Wellbeing Committee, Recreation Department, CORE and HR for all their hard work on these events and everyone who participated to make Halloween so much fun!

Sincerely,


Julie Nymeyer, Executive Assistant



CITY CLERK'S OFFICE
Monthly Report - October, 2025

| | Aug-25 | Sep-25 | Oct-25 |
|---|-----------------|-----------------|---------------|
| Business Registrations - New | 9 | 20 | 14 |
| Business Registrations - New Owner | 0 | 0 | 0 |
| Business Registrations- Change of Address | 2 | 2 | 1 |
| Renewals | 8 | 0 | 1 |
| Web Payment Renewals | 0 | 0 | 0 |
| Total Business Registrations Activity | 17 | 20 | 15 |
| Active Business Registrations for the Month | 2307 | 2321 | 2330 |
| | | | |
| Fireworks | 0 | 0 | 0 |
| Junk Yard Licenses | 0 | 0 | 0 |
| Liquor License | 2 | 0 | 13 |
| Mobile Business Licenses | 0 | 3 | 0 |
| Pawn Brokers | 0 | 0 | 0 |
| Secondhand Dealer's Licenses | 0 | 0 | 0 |
| Solicitor's Permit | 3 | 0 | 0 |
| Temporary Vendor's Licenses | 0 | 0 | 1 |
| | | | |
| Cemetery Deeds Issued/Processed | 14 | 11 | 21 |
| Public Documents Notarized | 123 | 60 | 224 |
| Public Records Request | 27 | 39 | 38 |
| | | | |
| Regular City Commission Meetings 10/6/25 and 10/20/25 | 2 | 2 | 2 |
| Special City Commission Meetings | 0 | 0 | 0 |
| City Commission Work Session/Closed Meetings | 1 | 0 | 0 |
| Notice of Potential Quorum | 0 | 0 | 0 |
| Resolutions and Ordinances Attested | 18 | 11 | 17 |
| Consideration of Approval | 1 | 4 | 0 |
| | | | |
| Total Volume of Transactions on Tyler Cashiering | 473 | 294 | 334 |
| Total Amount | \$ 1,303,783.43 | \$ 3,085,778.36 | \$ 937,588.47 |
| Web Payments Online for All Departments | \$ - | \$ - | \$ - |
| Grand Total | \$ 1,303,738.43 | \$ 3,085,778.36 | \$ 937,588.47 |



200 EAST BROADWAY STREET
HOBBS, NM 88240
PH: (575) 397-9200

MONTHLY REPORT

COMMUNICATIONS

October, 2025

Community Events & Programs

- Planned and coordinated a Plogging 3K event held on October 11, promoting both community wellness and litter reduction.
- Planned two volunteer events at the Hobbs Animal Adoption Center on October 8 and October 24 to support adoption success and community engagement.
- Planned a citywide Tire Amnesty Day on October 18 funded by the Chevron beautification donation.

Event Planning & Internal Committees

- Assisted the Social Well-Being Committee with the No-Carve Pumpkin Contest, including distributing the event flyer, setting up the display table, managing breakdown, presenting trophies, and preparing a recap video for internal communication.
- Supported social media communication for the October 6 Commission Meeting and attended the meeting to stay informed on community priorities and feedback.
- Hosted a holiday committee meeting to coordinate Hobbs Holly Jolly Fest.
- Attended Social Well-Being Committee meetings covering planning for upcoming events (No-Carve Pumpkin Contest, crockpot cook-off, Cookies and Cocoa).
- Drafted and shared multiple social media posts for initiatives such as We Volunteer! and Keep Hobbs Beautiful on the Code Enforcement social media page.
- Engaged volunteers for upcoming fall and holiday events.
- Coordinated early vendor outreach, logistics, and resources for Hobbs Holly Jolly Fest and other upcoming city events.
- Represented the department at the City's new-hire orientation hosted by Human Resources to introduce the Communications Dept., the Keep Hobbs Beautiful and related initiatives.
- Attended Día de los Muertos planning at the Center for the Arts.

Outreach, Education & Representation

- Developed plans for a community pet altar for the Downtown Improvement Association's Día de los Muertos event.
- Represented Hobbs Animal Adoption Center at Dia De Los Muertos event, hosting a community pet altar.
- Presented the Keep Hobbs Beautiful school program to all principals during their meeting at the CORE, promoting campus participation in citywide beautification and litter-prevention efforts and dog safety 101 presentation.
- Continued development of the Keep Hobbs Beautiful mascot design to strengthen program branding and youth engagement.
- Initiated planning for HAAC's Pawsgiving event scheduled for November, coordinating concept, logistics, and partner communication with the Animal Adoption Center.
- Worked with Legal to finalize the Hobbs Holly Jolly vendor contract, ensuring clear expectations and compliance for participating vendors.
- Attended virtual FY26 NM Clean and Beautiful weekly coffee hour meetings.

Marketing Coordination

- Attended City Commission Meetings
- Attended Staff Meetings
- Hobbs Holly Jolly Fest PSAs
- Writing of various radio ads throughout the month
- Recording of radio ads with Jason Adams
- Weekly maintenance of radio ads for KHBX 90.7 FM
- Daily TextMyGov message responses, including sending messages to relevant departments/staff
- Creation of various billboard advertisements to run across various billboards
- Taking and editing of group photo for POSD at Rockwind for “Paint the County Pink”
- Radio ad recording and editing with Priscilla Rodriguez from LCCA for their holiday toy drive
- “Voting is Your Superpower” Campaign, encouraging early voting with flyers and videos
- Wrote & recorded Early Voting radio ad with Rose Mary Galavez
- Updated/renewal of Bender Billboard Contract
- Early voting flyer in Spanish
- Created full-page advertisement for Hobbs News-Sun Energy Edition Issue
- Editing and posting of Recreation Department interview with KZOR for Halloween Carnival. Also wrote and recorded intro for segment thanking Noalmark & KZOR, per discussion with company
- Taking and editing of photos for Toby 25-year coin presentation
- Created new Winter Water Average flyer for Water Department
- Writing, recording, and editing of Hobbs-themed Halloween story for radio and social media
- Created video for Hobbs-themed Halloween story for social media
- Began work on City Commission Meeting recap videos – in progress
- Created CORE Spooktacular billboard
- Wrote, recorded, and edited CORE Spooktacular radio ad
- Creation of multiple Halloween videos for social media, including mentions of CORE Spooktacular, keeping up social media engagement on a more regular basis
- Created flyer for Extra Mile Day social media post
- Wrote and created flyer for “Halloween Messages from COH Departments”
- Experimented with transcription options for City Commission Meeting videos for added accessibility
- Created AI-assisted Halloween songs themed to Hobbs for social media and radio
- Created and posted flyer for Rockwind Wild bunch Fall Skins Game (twice)
- Created and posted school crosswalk maintenance PSA for Traffic Department
- Hobbs Holly Jolly Fest flyers (English & Spanish)
- Hobbs Holly Jolly Fest animated flyer
- Created series of videos for social media and CORE REACH boards counting down to Election Day
- Created monthly department ad for Hobbs News-Sun for Engineering Department
- Created social media flyer for National First Responders Day
- Created multiple Road Construction PSAs for social media
- Created Hobbs Holly Jolly Fest “train ticket” advertisement handouts and printed with OMG Printing
- Created Veterans Day flyer and bricks list for social media and also printed with OMG for Veterans Day event
- Wrote speech for and hosted Veterans Day event, including setup and breakdown of equipment
- Created new style of PSAs for road work
- Created Facebook cover image for COH sign – Thanksgiving
- Created positive, informative PSA for sewer main replacement on Central, leaning on being more forward-thinking
- City of Hobbs sign Facebook cover photo – Halloween
- Created social media flyer advertising extra Halloween Holiday fun for radio station
- Created new look for City Commission Meeting posts, increasing legibility of information based on feedback from Jan in Clerk’s Office
- Flyer post for email issues within COH related to the Amazon Web Services outage
- Safe Stops post on social media
- Posted on social media regarding Warming Center opening
- Post on social media regarding final Large Item Pickup of the year
- Created videos to go along with custom Halloween songs
- Taking, editing, and posting of photos and information from City Commission Meetings, including proclamations, department highlights, and staff service milestones
- Writing of radio ads for COH departments, as well as assisting with writing of ads for non-profits and external partners
- Posts on socials for COH City Commission Meeting agendas
- Creation of PowerPoint slides for City Manager comments for City Commission Meetings
- Regular work in Munis

Submitted by: Chad Littlejohn – Communications Marketing Coordinator

Total Type of Construction**Reporting Period: 10/01/2025 to 10/31/2025**

| Type | Project Description | # of Permits | Estimated Value | Fee Amount |
|------------|-----------------------------|--------------|-----------------|-------------|
| Commercial | COMM MECHANICAL | 9 | \$13,500.00 | \$1,295.50 |
| | COMM PLUMBING | 13 | \$19,500.00 | \$1,270.00 |
| | COMM SEWER TAP & EXCAVATION | 3 | \$4,500.00 | \$1,985.00 |
| | COMMERCIAL ADDITION | 1 | \$12,200,000.00 | \$15,120.00 |
| | COMMERCIAL ELECTRICAL | 29 | \$43,500.00 | \$2,903.00 |
| | COMMERCIAL REMODEL | 3 | \$2,919,000.00 | \$2,163.60 |
| | COMMERCIAL RE-ROOFING | 11 | \$3,046,086.00 | \$3,341.94 |
| | COMMERCIAL SIGN | 5 | \$115,011.00 | \$572.00 |
| | COMMERCIAL STORAGE | 2 | \$234,000.00 | \$480.00 |
| | NEW COMMERCIAL | 3 | \$7,398,000.00 | \$1,020.00 |
| Total | | 78 | \$25,993,097.00 | \$30,151.04 |

| Type | Project Description | # of Permits | Estimated Value | Fee Amount |
|-------------|-------------------------------|--------------|-----------------|-------------|
| Residential | RES MECHANICAL | 29 | \$43,500.00 | \$2,000.00 |
| | RES PLUMBING | 32 | \$48,000.00 | \$1,964.00 |
| | RES SEWER TAP & EXCAVATION | 4 | \$6,000.00 | \$1,910.00 |
| | RESIDENTIAL ADDITION | 3 | \$134,814.00 | \$432.00 |
| | RESIDENTIAL CANOPY | 1 | \$27,000.00 | \$180.00 |
| | RESIDENTIAL CARPORT | 5 | \$85,000.00 | \$544.00 |
| | RESIDENTIAL CURB CUTS | 1 | \$7,900.00 | \$20.00 |
| | RESIDENTIAL DEMOLITION | 2 | \$35,000.00 | \$160.00 |
| | RESIDENTIAL DETACHED GARAGE | 1 | \$21,780.00 | \$360.00 |
| | RESIDENTIAL DRIVEWAY | 1 | \$10,500.00 | \$120.00 |
| | RESIDENTIAL ELECTRICAL | 48 | \$72,000.00 | \$3,764.00 |
| | RESIDENTIAL FENCE | 4 | \$16,000.00 | \$30.00 |
| | RESIDENTIAL MANUFACTURED HOME | 4 | \$224,500.00 | \$240.00 |
| | RESIDENTIAL REMODEL | 10 | \$1,142,634.00 | \$2,604.00 |
| | RESIDENTIAL RE-ROOF | 179 | \$4,858,548.00 | \$19,300.00 |
| | RESIDENTIAL SINGLE FAMILY | 17 | \$13,075,500.00 | \$13,307.00 |
| | RESIDENTIAL STORAGE | 6 | \$194,932.00 | \$696.00 |
| Total | | 345 | \$19,960,108.00 | \$47,631.00 |

| | | | |
|-------------|-----|-----------------|-------------|
| COMMERCIAL | 78 | \$25,993,097.00 | \$30,151.04 |
| RESIDENTIAL | 345 | \$19,960,108.00 | \$47,631.00 |
| TOTAL | 423 | \$45,953,205.00 | \$77,782.04 |



ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
OCTOBER 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> | 5 | 40 | 45 | 28 |

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)

October 2025

GIS Tech Interviews: The GIS Division and Engineering Departments conducted two interviews for the GIS position.

Phase 12 Lane Closure: The Engineering Department requested assistance from the GIS Division to combine a multi-sheet Traffic Control Plan into a single sheet for use by the contractor and the City. The GIS Division provided the final version to the Engineering Department.

MSAG and Ali Error Corrections: The GIS Division reviewed the City of Hobbs' Automatic Location Identification (ALI) errors and found that 36 address issues accounted for about 50% of the total. Corrections were made for all possible errors without changing address numbers, fixing ESN errors, and adding primary address points, which should resolve roughly 500 errors (about one-third of the total). The division will review the Q4 report to confirm results and identify the most effective fixes moving forward.

ESRI Jumpstart (Server Upgrade): The Streets Department discovered that an ESRI update to the Field Maps app caused compatibility issues with our current version. As a result, some departments were temporarily moved to backup maps on ArcGIS Online until the Jumpstart project is completed and users are transitioned. The GIS Division, Engineering Department, and IT Department met with ESRI to begin the Jumpstart project, review the questionnaire, and plan new servers and onsite work. The GIS Division is now providing follow-up information to ESRI and IT as they continue progressing toward project completion.



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

GIS Step Plan: The Engineering Department asked the GIS Division to develop a step program. The goal of this program is to provide entry-level employees with a structured path for advancement to GIS Specialist, allowing progress to be largely self-driven. The plan is modeled after similar programs in the IT and Utilities Departments and incorporates ESRI certifications to assess employees' knowledge of GIS concepts and ArcGIS Pro software. The proposed Step Plan has been submitted to the Engineering Department for review.

Sidewalk Failure Project: The GIS Division developed a system to capture information—such as length, width, location, and photos—of failed sidewalks caused by cracking, lifting, sinking, or other hazards. Using Survey123, the division created a process for collecting this data and shared it with the Engineering Department through ArcGIS Online. The collected data will help Engineering prepare cost estimates and coordinate repairs with contractors. The GIS Division is also working to enhance the Survey123 form and dataset to better track sidewalk issues from initial report to final repair.

The Month's Buffer Maps: During the month of October, the GIS Division did not receive any new buffer map requests. This is the sixth month within a year without any buffer requests, and may indicate a larger slowdown in the local Cannabis market.

Note: This is the eighth month within a year without any Cannabis buffer requests.

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 | |



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

Planning Board Summary:

The Planning Board Special meeting was scheduled for October 13th at 10:00 a.m.

October 13th - The Planning Board reviewed and considered action on 1 item in a Special Meeting:

- Review and consider Final Plat for Trinity Unit 3 and approval of the form of surety

The Planning Board meeting was scheduled for October 21st at 10:00 a.m.

October 21st - The Planning Board reviewed and considered action on 8 items in a Regular Meeting:

- Review and Reconsider Ozro Subdivision
- Review and Consider Westminster Fourth Village Sketch Plat
- Review and Consider Trinity Estates Unit 5 Preliminary Subdivision Plat
- Review and Consider the AC Ranch Claim of Exemption Subdivision
- Review and Consider a Development Agreement for FedEx and Hope Dr. (210 W. Navajo)
- Review and Consider a Development Agreement for Suerte Land Group (Suerte Dr.)
- Review and Consider variance application for Lot 6 Block 23 (near 223 E Gypsy St)
- Review and Consider Variance application for 110 Broadway

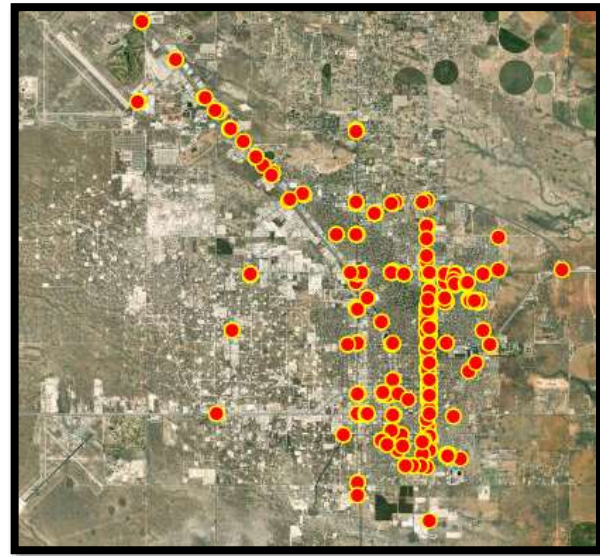
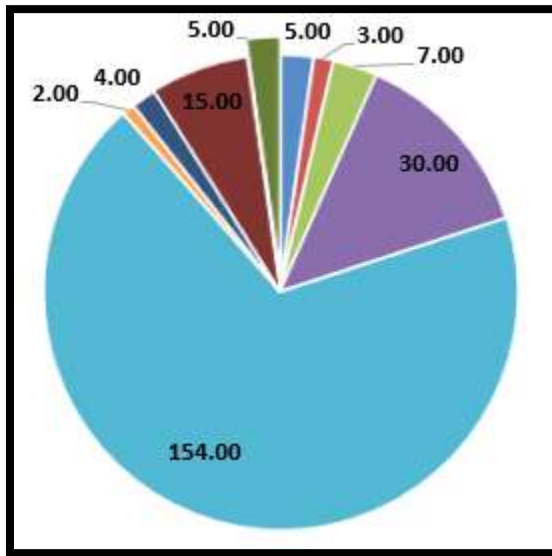


**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
OCTOBER 2025**

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



| | | |
|-------------------------------|----------------------------------|-------------------------------------|
| 13. Camera Service = 5 | 18. LED Module Replace = 3 | 02. Minor Traffic Signal Repair = 7 |
| 23. New Sign Made = 30 | 26. Sign Install / Service = 154 | 27. Pole Straighten / Re-bolted = 2 |
| 28. Pole & Anchor Replace = 4 | 31. Inspected Intersections = 15 | 32. Int in Flash or Malfunction = 5 |

Major Damage:

- No major damage for the month of October.

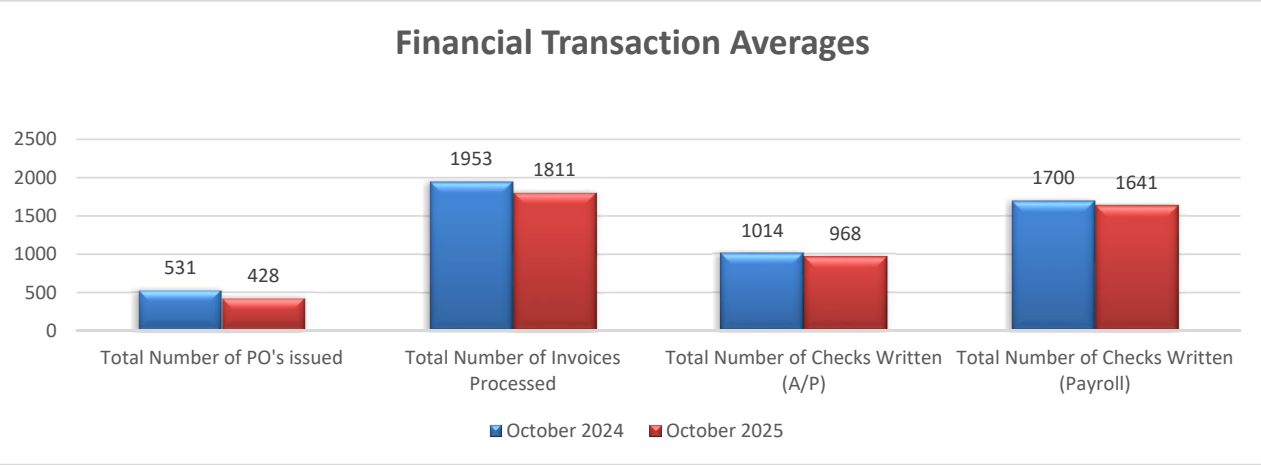
Monthly Measurement
Finance Department
Fiscal Year 2026

| Cash Statistics | October 2024 | October 2025 |
|---|--------------|--------------|
| Beginning Cash Balance | 194,343,235 | 199,827,319 |
| Monthly Cash In (Revenue - all funds) | 14,914,832 | 11,792,271 |
| Monthly Cash Out (Expenditures - all funds) | 13,681,390 | 11,704,617 |
| Ending Cash Balance | 195,068,562 | 199,914,973 |

Finance Transaction Statistics

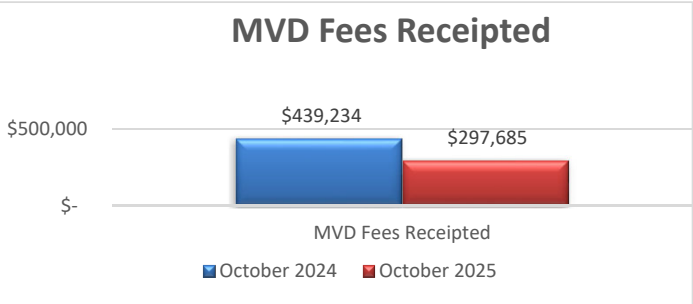
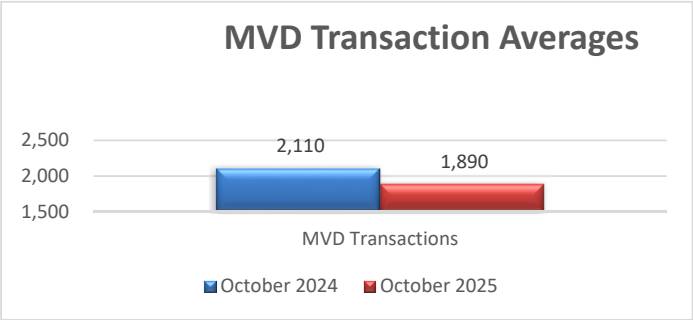
| | October 2024 | October 2025 |
|--|--------------|--------------|
| Total Number of PO's issued | 531 | 428 |
| Total Number of Invoices Processed | 1953 | 1811 |
| Total Number of Checks Written (A/P) | 1014 | 968 |
| Total Number of Checks Written (Payroll) | 1700 | 1641 |

| | |
|-------------------|-----|
| daily average | 86 |
| daily average | 362 |
| weekly average | 194 |
| bi-weekly average | 547 |



| MVD Statistics | October 2024 | October 2025 |
|-------------------|--------------|--------------|
| MVD Transactions | 2,110 | 1,890 |
| MVD Fees Received | \$ 439,234 | \$ 297,685 |

| | |
|---------------|-----------|
| daily average | 378 |
| daily average | \$ 59,537 |



Hobbs Fire Department

October 2025

| Fire Alarms | Total |
|-----------------|------------|
| Alarms (City) | 198 |
| Alarms (County) | 0 |
| Alarms (Gaines) | 3 |
| Total | 201 |

| ZONES | Total |
|--------------------|------------|
| Zone 1 (NW City) | 79 |
| Zone 2 (NE City) | 35 |
| Zone 3 (SE City) | 33 |
| Zone 4 (SW City) | 28 |
| Zone 5 (NW County) | 5 |
| Zone 6 (NE County) | 14 |
| Zone 7 (SE County) | 2 |
| Zone 8 (SW County) | 2 |
| Out of District | 3 |
| Total | 201 |

| Dispatch to Enroute | Time |
|---------------------|-------------|
| Station 1 | 1:11 |
| Station 2 | 1:19 |
| Station 3 | 1:43 |
| Station 4 | 1:55 |
| Average | 1:32 |

| Dispatch to Arrival | Time |
|---------------------|-------------|
| Station 1 | 3:16 |
| Station 2 | 3:05 |
| Station 3 | 3:01 |
| Station 4 | 6:56 |
| Average | 4:04 |

| PREVENTION PROGRAMS | Total |
|---------------------------------|-----------|
| Fire Investigations | 6 |
| Fire/Safety Inspections | 55 |
| Smoke Detectors Installed/Given | 2 |
| Public Education Activities | 30 |
| Plan Reviews | 5 |
| Burn Permits Issued | 0 |
| Total | 98 |

| Response By Station | Total |
|---------------------|------------|
| Station 1 | 74 |
| Station 2 | 46 |
| Station 3 | 58 |
| Station 4 | 23 |
| Total | 201 |

| Most Common | |
|-------------|-------------|
| Day | Friday |
| Time | 14:00-14:59 |

| FIRE DEATHS/INJURIES | Total |
|----------------------|-------|
| Fire Deaths | 0 |
| Fire Injuries | 0 |

| STRUCTURE FIRES | Total |
|-----------------|-------|
| Structure Fires | 9 |

| FALSE ALARM RESPONSE | Total |
|----------------------|-------|
| False Alarms | 24 |

| Training Hours | Hours |
|------------------|---------------|
| Fire Training | 117 |
| Hazmat Training | 7 |
| EMS Training | 54 |
| Officer Training | 23 |
| Total | 201.00 |



Hobbs Fire Department

October 2025

| EMS Alarms | Total |
|-----------------|------------|
| Alarms (City) | 668 |
| Alarms (County) | 2 |
| Alarms (Gaines) | 4 |
| Total | 674 |

| ZONES | Total |
|--------------------|------------|
| Zone 1 (NW City) | 235 |
| Zone 2 (NE City) | 153 |
| Zone 3 (SE City) | 127 |
| Zone 4 (SW City) | 93 |
| Zone 5 (NW County) | 15 |
| Zone 6 (NE County) | 38 |
| Zone 7 (SE County) | 0 |
| Zone 8 (SW County) | 10 |
| Out of District | 3 |
| Total | 674 |

| Average Run Times | Time |
|-------------------|-------|
| Enroute | 1:59 |
| At Scene | 4:39 |
| On Scene Time | 14:20 |
| To Destination | 14:36 |
| Back in Service | 23:03 |

| Out of Town Transfers | Total |
|-----------------------|-----------|
| Lubbock | 1 |
| Midland | 0 |
| Odessa | 0 |
| Roswell | 0 |
| Carlsbad | 1 |
| Artesia | 0 |
| Airport/Helipad | 16 |
| Total | 18 |

Most Common

| | |
|------|-------------|
| Day | Friday |
| Time | 12:00-12:59 |

Most Common Complaint Total

| | |
|-------------|--------|
| MVC | 17.06% |
| Sick Person | 8.46% |
| Falls | 10.68% |

Cardiac Arrest Responses Total

| | |
|--|---|
| Cardiac Arrest | 6 |
| ROSC | 1 |
| ROSC = Return of Spontaneous Circulation | |

| EMS Billing | Amount |
|-------------|--------------|
| Billed | \$217,136.73 |
| Collected | \$173,627.38 |



October 2025

General Services – Building Maintenance

Work performed by City Carpenters

| | |
|--------|-------------------------------------|
| 4 | Corners fix |
| 3 | Contractors/Meeting |
| 4 | Ceiling Tiles Replaced |
| 26 | Fix and building |
| 7 | Items hung |
| 10 | Items installed |
| 6 | Furniture Assembled |
| 8 | Cabinets removed |
| 6 | Door Repairs |
| 4 | Doors Adjusted and grease |
| 2 | Baseboard Repair/installed |
| 1 | Secure doors |
| 12 | Furniture removed |
| 120 | Painting touch up/ fix and painting |
| 3 days | Delivery material |
| 6 | Roof Inspections |
| 4 | Blinds |

| | |
|-----|--------------------------|
| 36 | City hall |
| 2 | Senior Center |
| 3 | Fire department #1 |
| 148 | Hobbs Police Dept. - HPD |
| 11 | Library |
| 2 | Court House |
| 2 | Adoption center |
| 2 | Annex |
| 2 | Fire station #2 |
| 30 | shop |
| 5 | National Guard |

Location of
work
performed

October 2025 General Services – Electrical Dept.

Break down of work performed by the Electricians.

| | |
|----|-------------------------|
| 3 | Light repairs |
| 6 | AC repairs |
| 6 | Heater repairs |
| 23 | General electrical work |
| 8 | CORE work |
| 2 | Nonelectrical work |

Location of work performed.

| | |
|---|----------------|
| 8 | CORE |
| 6 | City hall |
| 5 | Annex |
| 1 | PD |
| 6 | Fire stations |
| 5 | Rockwind |
| 3 | Parks |
| 2 | Garage |
| 4 | AAC |
| 1 | Streets |
| 2 | National guard |

October - 2025

General Services - Garage

In October - 2025 The City Garage had a total of 215 Repair Orders/Invoices. Of the 215 R.O./Invoices, 136 were repaired in house and 79 were out sourced. The monthly total outlay for the garage as well as subcontracted parts and labor totaled \$87,187.39 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 | 4 | 0 | 2,415.67 | 582.00 | 0.00 | 0.00 | 2,997.67 |
| Acciden Repair | 0 | 1 | 0.00 | 0.00 | 250.20 | 658.00 | 908.20 |
| APM/BPM/CPM | 30 | 11 | 5,109.03 | 2,499.00 | 979.01 | 29.95 | 8,616.99 |
| Brakes | 3 | 3 | 2,329.15 | 374.00 | 1,586.85 | 1,620.00 | 5,910.00 |
| Charging | 7 | 1 | 835.47 | 425.00 | 148.15 | 285.00 | 1,693.62 |
| Engine | 2 | 3 | 284.93 | 102.00 | 7,859.63 | 5,777.60 | 14,024.16 |
| Filters | 1 | 0 | 66.66 | 68.00 | 0.00 | 0.00 | 134.66 |
| Fuel System | 1 | 2 | 1,453.31 | 170.00 | 1,428.13 | 1,257.50 | 4,308.94 |
| Hydraulics | 1 | 0 | 279.72 | 68.00 | 0.00 | 0.00 | 347.72 |
| Lift Mechanism | 1 | 0 | 0.00 | 34.00 | 0.00 | 0.00 | 34.00 |
| Lighting | 7 | 0 | 1,054.21 | 373.00 | 0.00 | 0.00 | 1,427.21 |
| Miscellaneous Maintenance | 41 | 14 | 4,406.99 | 2,329.00 | 7,662.53 | 11,703.25 | 26,101.77 |
| Safety Recall | 0 | 2 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Service Calls | 20 | 0 | 0.00 | 1,346.00 | 0.00 | 0.00 | 1,346.00 |
| Suspension | 0 | 2 | 0.00 | 0.00 | 0.00 | 360.00 | 360.00 |
| Tires | 15 | 27 | 2,453.50 | 952.00 | 4,558.16 | 2,380.95 | 10,344.61 |
| Towing Vehicles | 0 | 4 | 0.00 | 0.00 | 0.00 | 798.00 | 798.00 |
| Transmission | 1 | 0 | 111.74 | 34.00 | 0.00 | 0.00 | 145.74 |
| Warranty Work | 0 | 1 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Wash Job | 1 | 7 | 0.00 | 34.00 | 0.00 | 915.00 | 949.00 |
| Wheels/Hubs/Bearings | 1 | 1 | 530.10 | 34.00 | 0.00 | 175.00 | 739.10 |
| Monthly Total | 136 | 79 | 21,330.48 | 9,424.00 | 24,472.66 | 25,960.25 | 81,187.39 |

| | | # of R.O./Inv | Parts | Labor | Total |
|-------------|--|---------------|------------------|------------------|------------------|
| City Garage | | 136 | 21,330.48 | 9,424.00 | 30,754.48 |
| Vendor | | 79 | 24,472.66 | 25,960.25 | 50,432.91 |
| | | 215 | 45,803.14 | 35,384.25 | 81,187.39 |

October 2025

General Services – Plumber

Work performed by City Plumbers

| | |
|----|-------------------------|
| 11 | Toilet Repairs |
| 3 | Sink/Faucet Repairs |
| 3 | Water Leak |
| 1 | Water Fountains Repairs |
| 7 | Drain Repairs |
| 4 | Sewer Main Stoppage |
| 4 | Ice Machine Repairs |
| 1 | Swamp Coolers |
| 2 | Hose Bib Repairs |

Location of work performed

| | | | |
|----|-----------------|---|----------------|
| 3 | City hall | 1 | Animal Shelter |
| 4 | Police Dept. | 2 | Core |
| 1 | Senior Center | 1 | Cemetery |
| 1 | Library | | |
| 5 | Fire Stations | | |
| 1 | Rockwind | | |
| 10 | Parks | | |
| 1 | State Crime Lab | | |

October 2025 Street Department Monthly Report

Break down of work performed by the Street Department Crew:

| Man Hours | Activity |
|-----------|-------------------|
| 306 HRS. | Street Sweeping |
| 160 HRS. | Crack Seal |
| 126 HRS. | Cold Mix Patching |
| 72 HRS. | Alley Maintenance |
| 168 HRS. | Maintenance |
| 72 HRS. | Cutting Grass |
| 8 HRS. | Admin |
| 96 HRS. | Meetings |
| 64 HRS. | Hauling Trash |
| 80 HRS. | Hot Mix |
| 24 HRS. | Police |
| 192 HRS. | Inlets |
| 45 HRS. | Shoulder Work |

The total amounts of material hauled or used:

| Quantity | Material |
|----------|--------------------|
| 600 YDS | Sweepings |
| 18 YDS | Alley Material |
| 30 BGS | Cold Mix Bags Used |
| 96 YDS | Trash |
| 151 BGS | Crack Seal |
| 48 YDS | Millings |
| 20.5 YDS | Cold Mix Material |
| 10 YDS | Hot Mix |

Calls responded to:

| Number | Type |
|--------|--|
| 11 | Dispatched – accidents, spills, debris |
| 7 | Requests |
| 4 | Block Party |



Hobbs Express

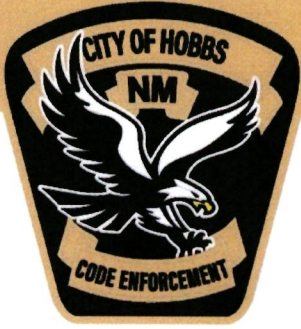
Monthly Report - OCTOBER 2025

| Passenger Activity | Prior Month Sep-25 | Reporting Month Oct-25 |
|----------------------------------|-------------------------------|-----------------------------------|
| No. of Elderly Passengers | 729 | 595 |
| No. of Non-Ambulatory Passengers | 62 | 72 |
| No. of Disabled Passengers | 286 | 286 |
| No. of Other Trips | 3955 | 3775 |
| Total Passenger Trips | 5032 | 4728 |

| | | |
|--|-------------|-------------|
| Total Bus Route Trips | 2941 | 2582 |
| Total Demand Response/Paratransit Trips | 2091 | 2146 |
| Total Passenger Trips | 5032 | 4728 |

| Vehicle Statistics | Prior Month Sep-25 | Reporting Month Oct-25 |
|---------------------------|-------------------------------|-----------------------------------|
| Total Vehicle Hours | 586 | 641 |
| Total Vehicle Miles | 8,901 | 9,583 |

| Revenue Collected | Prior Month Sep-25 | Reporting Month Oct-25 |
|--------------------------|-------------------------------|-----------------------------------|
| Total Fares Collected | \$ 2,229.89 | \$ 2,792.38 |



November 6, 2025

To: Chief August Fons
Deputy Chief Wade Lyons
Captain Marina Barrientes

From: Community Services Superintendent Jessica Silva

Subject: Code Enforcement/Animal Control End of Month Report – November 2025

| | | | |
|------------------------|-----|--------------------|---|
| Code Warnings | 207 | Condemnations | 0 |
| Code Citations | 12 | Condemnations Dem. | 1 |
| Code Calls | 268 | Discovery Request | 6 |
| Animal Warnings | 20 | | |
| Animal Calls | 298 | | |
| Animal Citations | 6 | | |
| Follow Ups | 276 | | |
| Search Warrants | 5 | | |
| Court Orders/Petitions | 2 | | |
| POSD | 28 | | |
| Public Service Calls | 00 | | |

✉ jsilva@hobbsnm.org

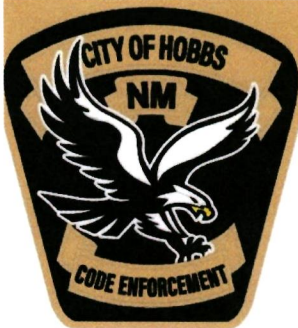
☎ 575.391.4178

🏠 700 N. Grimes Hobbs NM,
88240

ACCREDITED BY

American Association of Code Enforcement





November 6 ,2025

To: Chief August Fons
Deputy Chief Wade Lyons
Captain Marina Barrientes
Community Services Superintendent Jessica Silva *JSilva*

From: Community Services Administrative Assistant N'kya White *NW*

Subject: Community Services and Events End of Month Report (October)

COMMUNITY SERVICES END OF MONTH REPORT (OCTOBER)

| | |
|------------------------------------|-------|
| We Volunteer! Group Events | 2 |
| HAAC Volunteer Hours | 24.0 |
| HAAC Community Service Hours | 93.20 |
| Volunteer Sign Ups | 18 |
| Community Services Sign Ups | 16 |
| Business Certificate of Excellence | 0 |
| Warrants Entered | 9 |

✉ jsilva@hobbsnm.org
📞 575.391.4178
🏠 700 N. Grimes Hobbs NM,
88240

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American Association of Code Enforcement





Hobbs Animal Adoption Center

Mailing Address:

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

Adoption Center Location:

700 N. Grimes
Hobbs, New Mexico

November 6, 2025

To: Chief Fons
Deputy Chief Lyons
Captain Barrientes
Superintendent Silva

From: HAAC Manager Missy Funk

A handwritten signature in blue ink, appearing to read "Barrientes", is written over the name "Captain Barrientes" in the "To:" field.

Subject: Monthly Statistics HAAC – October 2025

| | | |
|--------------------------|------------------|--------|
| Total Revenue Collected: | Animal Pick Ups: | \$ 300 |
| | Permits/Tags: | \$ 520 |
| | Reclaims: | \$ 520 |
| | Adoptions | \$ |
| | Cat traps | \$120 |
| | Sterilizations: | \$ 40 |
| | | <hr/> |
| | | \$1500 |

Community Support:

| | |
|----------------------|---|
| Low-Cost Spay/Neuter | 173 requests- 277 procedures performed |
| Managed Intakes | 20 |
| Free Vaccines | 0 |
| Food Pantry | 0- light duty was not keeping track of the requests |
| Microchip | 0 |

HAAC currently has 67 dogs in custody and 4 cats, 1 dog and 12 cats in foster

Outcome

240 outcome(s) - Last month

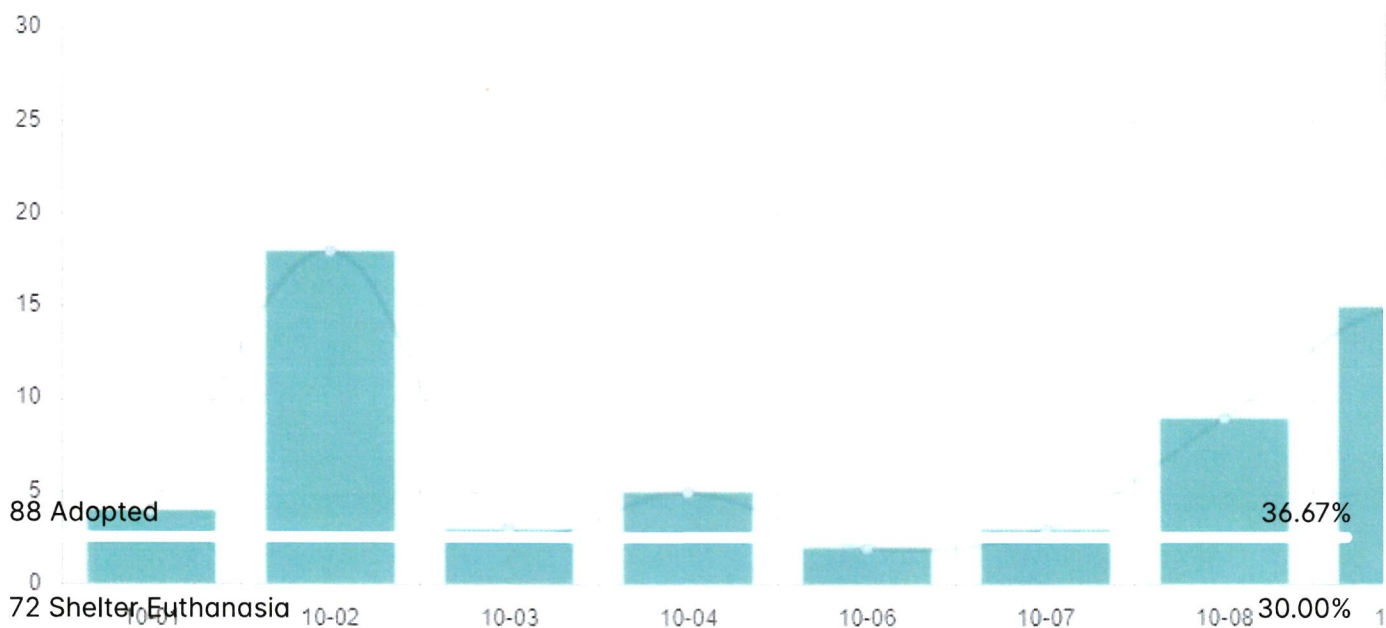
10/01/2025 - 10/31/2025



LRR 62.88% | Avg LOS 16.52 days | Median LOS 4.55 days

Outcomes

Species



| | |
|------------------------|--------|
| 88 Adopted | 36.67% |
| 72 Shelter Euthanasia | 30.00% |
| 27 Return To Owner | 11.25% |
| 26 Transfer Out | 10.83% |
| 11 DOA | 4.58% |
| 8 Remained With Finder | 3.33% |
| 5 Died In Care | 2.08% |
| 3 Return To Field | 1.25% |

Outcome Table

Count

Avg LOS

Pct

Intake

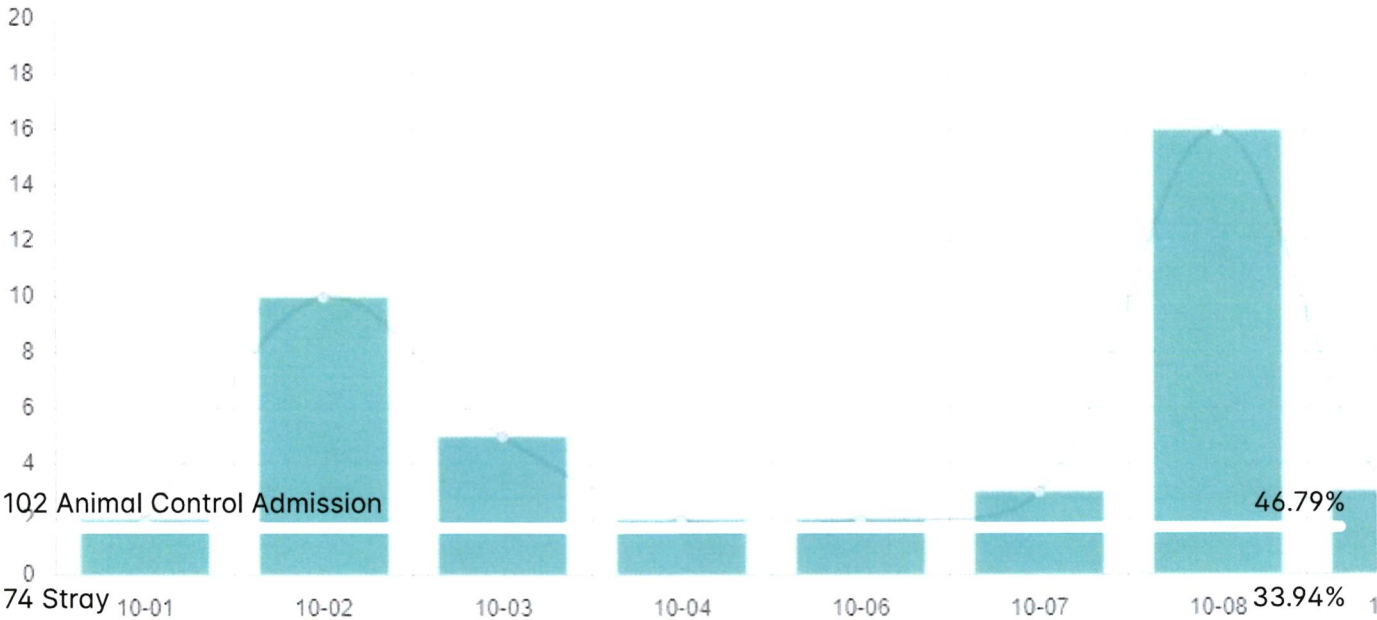
218 intake(s) - Last month

10/01/2025 - 10/31/2025



Avg LOS 7.09 days | Median LOS 3.40 days

Intakes Species



| | |
|------------------------------|--------|
| 102 Animal Control Admission | 46.79% |
| 74 Stray | 33.94% |
| 40 Owner Surrender | 18.35% |
| 2 Found | 0.92% |

| | Count | Avg LOS | Pct |
|-----------------|-------|---------|-------|
| | Dog | Cat | Other |
| Stray | 22 | 52 | 0 |
| Owner Surrender | 20 | 20 | 0 |
| Transfer In | 0 | 0 | 0 |
| Adoption Return | 0 | 0 | 0 |

Field Services Case Stats

85 Field Service Case(s) - Last month

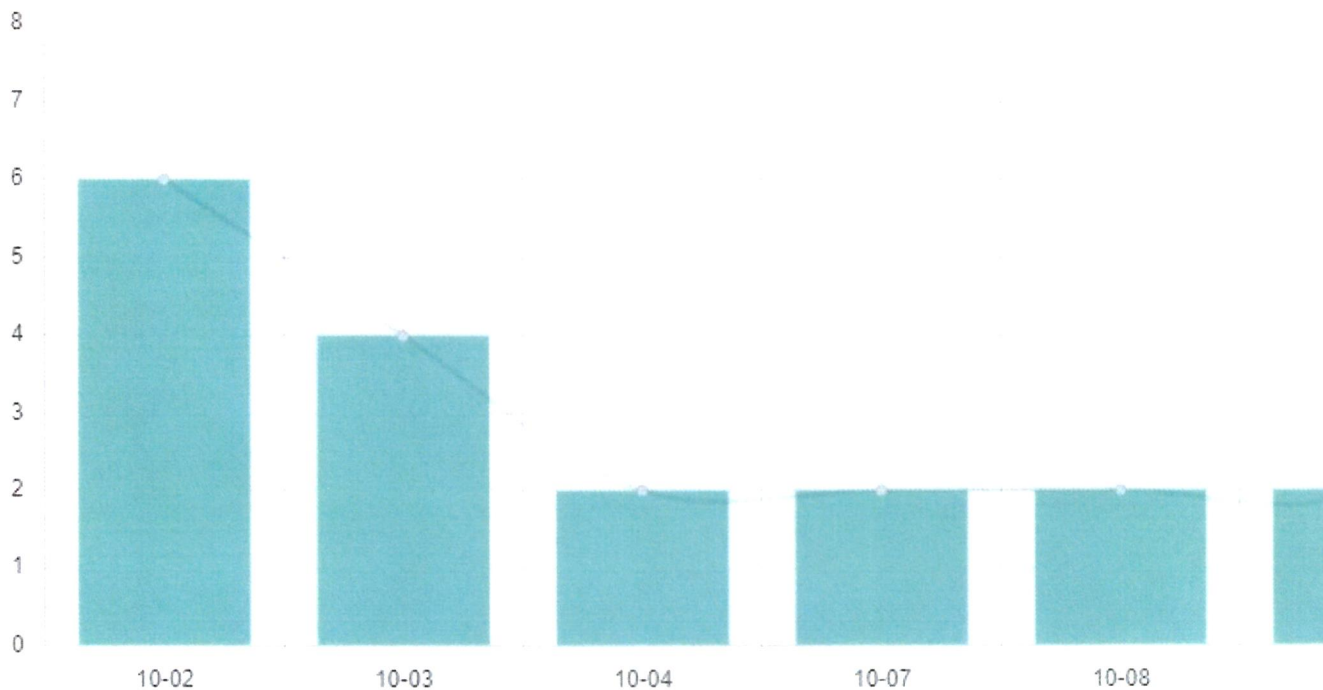
AVG LENGTH OF CASES

16.65 Days

MEDIAN LENGTH OF CASES

9.40 Days

10/01/2025 - 10/31/2025



| Case Type | Jurisdiction | Source | Species | Resolutions | Officers |
|-----------|--------------|--------|---------|-------------|----------|
|-----------|--------------|--------|---------|-------------|----------|

| | | | | | |
|---------------------------|--|--|--|--|--------|
| 50 - Stray | | | | | 58.82% |
| 13 - Dead On Arrival | | | | | 15.29% |
| 8 - Surrender | | | | | 9.41% |
| 5 - Potentially Dangerous | | | | | 5.88% |
| 5 - Bite | | | | | 5.88% |
| 3 - Safe Keeping | | | | | 3.53% |



HOBBS POLICE DEPARTMENT

November 6, 2025

To: Marina Barrientes, Captain of Agency Support

From: Linda Saiz, Records Administrator

Re: October 2025 Records Numbers

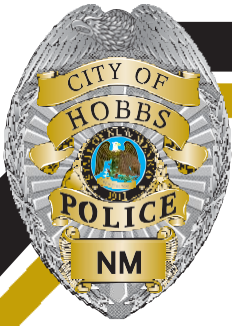
- Uniform Traffic Citations 442
- Warning Citations 138
- Misdemeanor Citations 0
- Arrest Reports 165
- Completed Reports 691
- Completed Supplements 344
- Completed Accident reports 117
- Criminal Trespass 46
- Warrants 197
- Recalled warrants 60
- IPRA Requests: 532
- Discovery Requests 179

Completed cannabis expungements: 15

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

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New Mexico Law Enforcement Professional Standards Council





HOBBS POLICE DEPARTMENT

November 7,2025

To: Marina Barrientes, Captain of Agency Support

From: Linda Saiz, Records Administrator

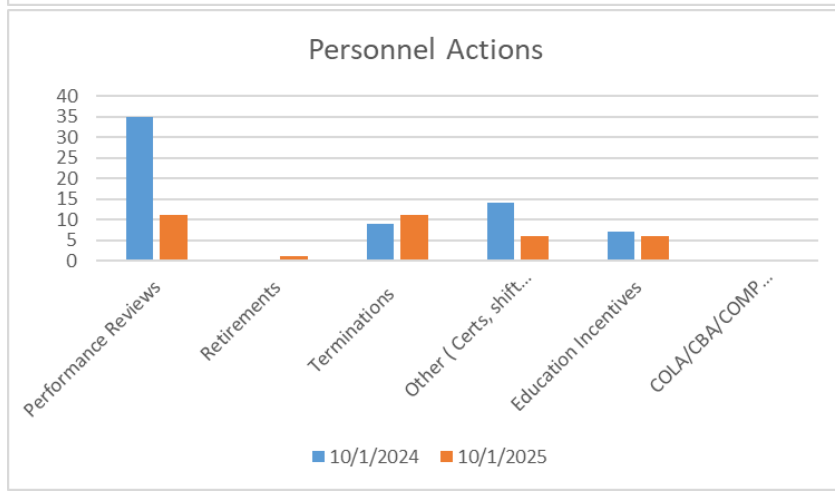
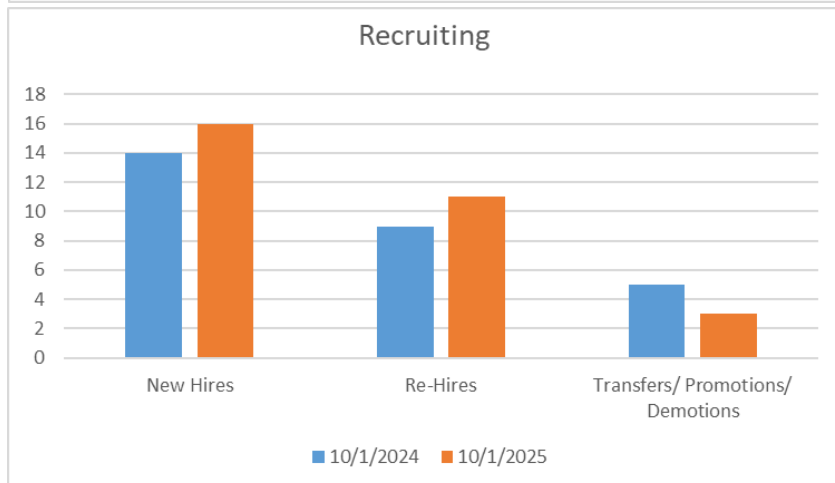
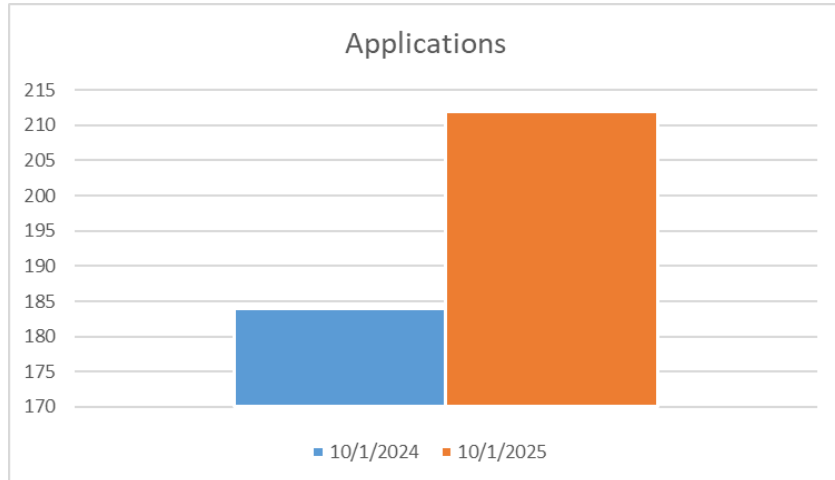
Re: October 25 Records Numbers

| | TOTAL | TOTAL | %CHNG | Year to | Year to | %CHNG |
|-------------------------------|-------|-------|-----------|---------|---------|-------|
| October 2024/2025 | RPTS | RPTS | | Date | Date | |
| | | | 2024/2025 | 2024 | 2025 | |
| | 2024 | 2025 | | | | |
| REPORTED CRIMES | 336 | 306 | -9% | 3,758 | 3,478 | -7% |
| CALLS FOR SERVICE | 3,792 | 3,352 | -12% | 40,257 | 35,315 | -12% |
| ARRESTS | 209 | 165 | -21% | 2248 | 1,832 | -19% |
| MURDER | 0 | 0 | 0% | 8 | 4 | -50% |
| RAPE | 1 | 3 | 200% | 22 | 24 | 9% |
| ROBBERY | 2 | 2 | 0% | 21 | 19 | -10% |
| ASSAULTS AND BATTERY | 94 | 75 | -20% | 794 | 773 | -3% |
| BURGLARY | 27 | 12 | -56% | 368 | 290 | -21% |
| LARCENY | 31 | 46 | 48% | 497 | 462 | -7% |
| SHOPLIFTING | 25 | 22 | -12% | 261 | 306 | 17% |
| AUTO THEFT | 13 | 8 | -38% | 132 | 137 | 4% |
| ARSON | 0 | 0 | 0% | 1 | 0 | -100% |
| FORGERY | 1 | 1 | 0% | 6 | 10 | 67% |
| FRAUD | 9 | 7 | -22% | 86 | 81 | -6% |
| EMBEZZLEMENT | 2 | 1 | -50% | 20 | 23 | 15% |
| REC. STOLEN PROPERTY | 2 | 3 | 0% | 6 | 17 | 183% |
| VANDALISM | 59 | 51 | -14% | 932 | 685 | -27% |
| WEAPONS OFFENSES | 5 | 2 | -60% | 39 | 25 | -36% |
| DOMESTIC VIOLENCE | 38 | 21 | -45% | 316 | 331 | 5% |
| ASSAULTS/BATTERY ON PO | 7 | 5 | -29% | 55 | 36 | -35% |
| SHOOTING AT/FM MV OR DWELLING | 3 | 7 | 133% | 38 | 38 | 0% |
| CITATIONS ISSUED | 412 | 442 | 7% | 3,659 | 4,162 | 14% |
| DWI | 10 | 18 | 80% | 74 | 106 | 43% |
| TRAFFIC CRASHES | 109 | 165 | 51% | 774 | 1055 | 36% |

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

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Application Source

| Source | Total |
|--------------------------------|-------|
| Billboard / Sign | 1 |
| Chamber of Commerce Website | 2 |
| City of Hobbs Website | 72 |
| Facebook | 4 |
| Friend / Family | 32 |
| Governmentjobs.com | 14 |
| Indeed.com | 55 |
| Job Fair | 0 |
| LinkedIn | 1 |
| Municipal League | 0 |
| New Mexico Department of Labor | 7 |
| Newspaper | 0 |
| Other | 21 |
| Radio | 1 |
| Recruiter | 2 |
| Unknown | 0 |
| Totals | 212 |

New Position Postings

| | |
|---------------------------------|--------------------|
| CORE Lifeguard | EMS Specialist |
| CORE Guest Services Coordinator | Equipment Operator |
| CORE Attendant | |

Safety Skills Training:

- None assigned this month

Team Involvement:

- Nicholas Goulet and Tracy South met with other city partners to start conversations about pairing with CTECH to utilize students as interns at City Facilities
- The HR Team headed up the annual City Halloween Costume contest
- HR Team conducted the monthly 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 89+ years of combined experience with the City of Hobbs. Joe reached his 20-year milestone.

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

Joseph Hansen – Computer Specialist

IT Responsibilities:

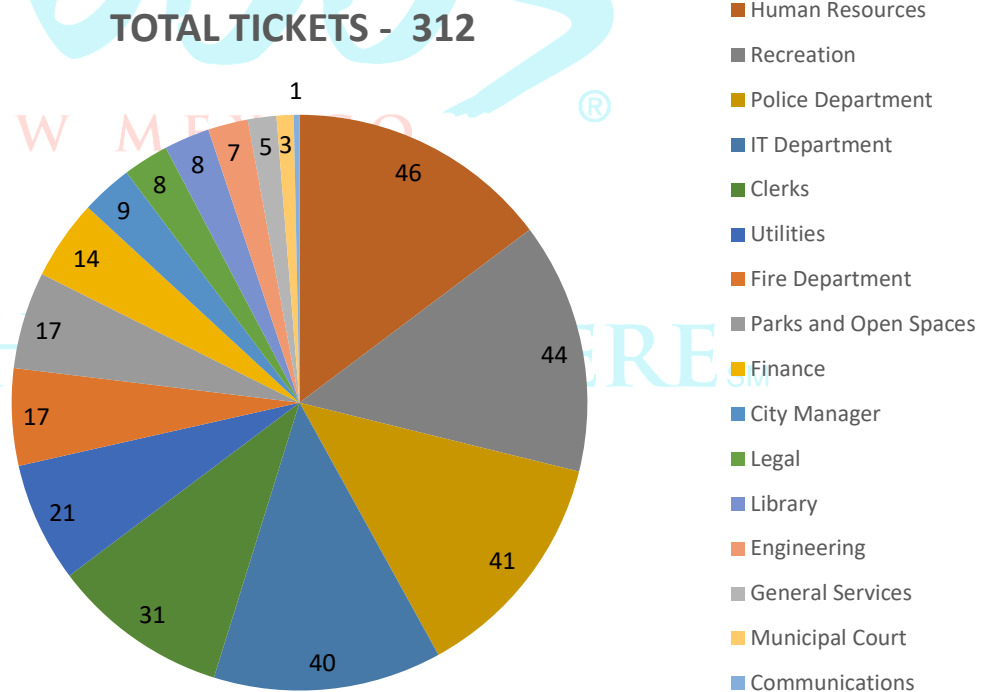
The Information Technology Department is responsible for the research, development and implementation of all City technological equipment and programs.

- ❖ **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)**
- ❖ **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
 - 85+ 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
- ❖ Domain migration
 - 50+ hours of design and planning
 - 30+ hours network design and configuration
 - 60+ hours preparing for change from hobbsnm.org to hobbsnm.gov
- ❖ Phone System Upgrade
 - 320+ hours of design and planning
 - 140+ hours coordinating and cleaning up old circuits and billing issues
 - 170+ hours upgrading old copper circuits to fiber connections
 - Deployed new phone system to Garage, Traffic and Streets. Utilities is next 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
 - 60+ hours installing door cores for new keys
- ❖ Active Directory Server Replacement
 - 30+ hours researching, purchasing and planning for upgrade to new servers
 - 20+ hours coordinating to ensure seamless transition
 - 10+ preparing for installation of new hardware and software

| ISSUE TYPE | # OF TICKETS |
|----------------|--------------|
| 2FA | 27 |
| Camera | 1 |
| Email | 39 |
| Hardware | 43 |
| Internet | 2 |
| Network | 5 |
| Other | 5 |
| Password Reset | 8 |
| PC Setup | 20 |
| Phone | 16 |
| Radio | 7 |
| Project | 4 |
| Research | 0 |
| Software | 59 |
| User Setup | 37 |
| Webpage | 39 |
| TOTAL | 312 |





CITY ATTORNEY'S OFFICE

200 East Broadway
Hobbs, New Mexico 88240

575-397-9226
575-391-7876 fax

ATTORNEY/CLIENT PRIVILEGED INFORMATION PURSUANT TO RULE 16-106 NMRA

CITY ATTORNEY'S REPORT

October 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 October. The substance of this advice is not disclosed herein as it likely constitutes "Attorney/Client Privilege" pursuant Rule 16-106 NMRA.

Public Meetings:

In an effort to provide legal guidance to the City Commission and all advisory boards, each attorney with the City Attorney's Office is required to serve as 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 October 2025, the public meetings attended by the City Attorney's Office were:

- ❖ Hobbs City Commission – Medjine Desrosiers-Douyon (10/6; 10/20)
- ❖ Hobbs City Commission- Ayana I. Estrada (10/20)
- ❖ Cemetery Board – Amber Leija (N/A)
- ❖ Community Affairs Board – Medjine Desrosiers-Douyon (N/A)
- ❖ Library Board – Amber Leija (N/A)
- ❖ Lodger's Tax Board – Medjine Desrosiers-Douyon (N/A)
- ❖ Planning Board – Medjine Desrosiers-Douyon (10/13)
- ❖ Planning Board – Ayana I. Estrada (10/21)
- ❖ 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 | 2 |
| ❖ 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 | 0 |
| ❖ Contract Review | 15 |

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, advise management and elected officials on legal issues, and also oversee the operations of the City Attorney's Office.

For the month of October 2025, the litigation activity of the City Attorney's Office was as follows:

Criminal Litigation:

| | |
|----------------------------------|-----|
| ❖ Pretrial Release Hearings: | 4 |
| ❖ Probation Violations: | 2 |
| ❖ Pretrials (Pro Se): | 169 |
| ❖ Pretrials (Attorney): | 1 |
| ❖ Trials: | 13 |
| ❖ Dangerous Dogs/Petitions: | 0 |
| ❖ DWI Cases: | 3 |
| ❖ Shoplifting Cases: | 0 |
| ❖ Appeals in District Court: | 1 |
| ❖ Criminal Pleadings (Mun/Dist.) | 68 |
| ❖ Subpoenas: | 62 |

| | |
|-------------------------|----|
| ❖ Clio Case Entries: | 82 |
| ❖ Discovery Submissions | 59 |

Property Matters:

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

Civil Litigation:

| | |
|--------------------------------|---|
| ❖ Civil Pleadings | 3 |
| ❖ Civil Depositions | 0 |
| ❖ Civil ADR: | 0 |
| ❖ Demand Letters: | 1 |
| ❖ Misc. Hearings (State/Fed.): | 0 |
| ❖ Discovery Submissions: | 7 |

Miscellaneous:

| | |
|----------------------------|------|
| ❖ Trainings: | 1 |
| ❖ Witness Interviews: | 20 |
| ❖ In-office consultations: | 17 |
| ❖ Letters/Correspondence: | 1482 |

Areas of Notoriety:

- ❖ Welcomed a new member to our team, Ayana I Estrada, as Deputy City Attorney.
- ❖ Medjine attended the IMLA (International Municipal Lawyers Association Annual Conference in New Orleans, Louisiana, on October 16-22, 2025.

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

CITY MANAGER'S REPORT

October, 2025

Hobbs Public Library

CIRCULATION: 6,055

CIRCULATION BY MATERIAL TYPE:

| | |
|------------------------------------|-------|
| Books and Periodicals | 3,794 |
| Audio Books & Music | 59 |
| DVDs/CDs&DVDs(w/bks)/VOX | 366 |
| E-Books/E-Audio (OverDrive & Gale) | 502 |
| Hoopla | 980 |
| Kanopy | 354 |

CIRCULATION WITH OTHER LIBRARIES:

| | Borrowed | Loaned |
|--------------------|----------|--------|
| Interlibrary Loans | 10 | 32 |
| ELIN Loans | 10 | 24 |

CIRCULATION BY PATRON TYPE:

| | |
|-----------------|-------|
| Adult | 2,860 |
| Juvenile | 699 |
| Senior Citizen | 375 |
| Used in Library | 567 |

Total Children's Items Circulated 2,312

Total Adult Items Circulated 3,743

| | |
|----------------------|------|
| Patron Visits | 6423 |
| Overdue Notices Sent | |

PROGRAMS & PUBLIC SERVICES:

| | |
|-----------------------------------|------|
| Programs Provided | 54 |
| Attendance | 1663 |
| Passive Programs Provided | 4 |
| Passive Programming Participation | 490 |
| Meeting Room Use | 46 |

| | |
|---------------------|-------|
| Facebook Page Reach | 12151 |
| Web Site Usage | 3600 |
| HPL Database Usage | 245 |
| Reference Questions | 319 |
| Public Computer Use | 846 |
| Board Games | 14 |

PATRON PROFILES:

| | |
|-------------------------------|--------------|
| Adult | 5,822 |
| Juvenile (Under 18 Years) | 1,717 |
| Senior Citizens (62+ Years) | 713 |
| Temp ELIN | 613 |
| Total Active Borrowers | 8,865 |

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

RECEIPTS:

| | |
|---------------------------------|-----------------|
| Materials Paid For | |
| Fines & Fees | \$5.00 |
| Copy Machine & Public Printouts | \$694.01 |
| Total | \$699.01 |

ITEMS ADDED:

| | |
|-------------------|------|
| Total Items Added | 370 |
| Items Weeded | 1655 |

HOLDINGS:

| | |
|------------------------|---------|
| Total Library Holdings | 110,739 |
|------------------------|---------|

City Manager's Report
Municipal Court –October 2025

Monthly Cases:

| | |
|-------------------------|----------|
| Traffic Citations | 421 |
| Misdemeanor Citations | 17 |
| Environmental Citations | 19 |
| Fire Code Violations | 0 |
| AGG. DWI | 7 |
| DWI – 1 st | 4 |
| DWI – 2 nd | <u>0</u> |
| Total | 468 |

Courtroom Activity:

| | |
|---------------------------------------|-----------|
| Video Arraignments (Jail) | 70 |
| Court Appearances – A.M. | 49 |
| Court Appearances- P.M. | 79 |
| Virtual Court | 2 |
| Special Settings | 6 |
| Pretrial Court Appearances | 73 |
| Trial/Change of Plea Cases/PV Hearing | <u>13</u> |
| Total | 292 |

Other Activity:

| | |
|-----------------|-----------|
| Summons issued | 568 |
| Warrants issued | <u>86</u> |
| Total | 654 |

Fines/Fees Assessed based on Conviction:

| | |
|-------|-------------------|
| Fines | \$52,945.00 |
| Fee | <u>\$4,357.25</u> |
| Total | \$57,302.25 |

Fines/Fees Collected:

| | |
|------------------------|--------------|
| Fines | \$33,051.00 |
| Copy Fee | 9.75 |
| Penalty Assessment Fee | 3,212.00 |
| Automation Fee | 120.00 |
| Judicial Education Fee | 62.00 |
| Correction Fee | 410.00 |
| DWI Prevention Fee | 20.00 |
| DWI Lab Fee | <u>20.00</u> |
| Total | \$36,904.75 |

Parks & Open Spaces Department

October 2025 Report



IT ALL HAPPENS HERE.

1. Cemeteries had 11 interments
2. Graffiti received 6 reports this month
3. Parks completed 22 environmental lots
4. Cemetery crew installed 3 new trash cans; cleaned ponds/stream channels and replaced recirculating pipes; new grave covers being used to cover open holes
5. Sports crew – fencing replacement at Baker Field has been completed
6. Parks crew planted 36 plants/12 trees at various locations; serviced 30 pavilion rentals; cleaned up after Arts festival, United Way Chili Fest, and 2 Cross Country Meets
7. Construction crew – replaced picnic tables and trash cans at various locations; assisted Library with assembling and installing new quiet room; started landscape bed renovations at Head Start grounds
8. Golf crew – course wide vericutting/topdressing of greens; tree maintenance and removal
9. 5 new employees started this month





THE CITY OF
HOBBS, NEW MEXICO

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

**Recreation Department
Monthly Report - October 2025**

Divisions

CORE Recreation Rockwind Clubhouse Senior Center Teen Center

CORE

While the CORE had an 18% increase in participation in October, when compared to the previous month, revenue had a 20% decrease using the same comparison. When compared to October 2024, the reverse was true with a decrease in participation and an increase in revenue. Monthly highlights at the CORE included: Soccer 101 programming began with 33 youth participating; Pickleball 101 began with 7 youth participating; the Fun Run/Trash Pick-up had 9 participants; the Pickleball League completed a very successful season with 24 teams participating; the Spooktacular event attracted 3,177 participants this year, compared to 2,215 in 2024 which is a 43% increase!

CORE Participation and Revenue:

October 2025 Participation 25,443
October 2025 Revenue \$81,447.05

For Comparison Purposes:

| | | | |
|------------------------------|--------------|----------------------------|-------------|
| September 2025 Participation | 21,547 | October 2024 Participation | 29,270 |
| September 2025 Revenue | \$102,292.82 | October 2024 Revenue | \$71,549.68 |

Additional October 2025 Details:

| | | | |
|---------------------|-------|------------------------|-------|
| Annual Passes Sold | 44 | COREkids Participation | 1,604 |
| Monthly Passes Sold | 12 | Group Fitness Classes | 262 |
| Weekly Passes Sold | 12 | Tours/Participants | 15/36 |
| Day Passes Sold | 2,256 | Facility Rentals | 41 |

Senior Center

The Senior Center continues the very important mission of providing services to the senior citizens in the community. Below, is some information for October 2025:

| | <u># Meals</u> | <u>Donations Received</u> |
|--------------------------------------|-----------------------|----------------------------------|
| October 2025 Congregate Meals Served | 1,941 | \$1,770.39 |
| October 2025 Home Delivered Meals | 3,242 | \$1,142.00 |
| October 2025 Totals | 5,183 | \$2,912.39 |

| | | |
|---|-------|------------|
| For comparison purposes: September 2025 Totals | 4,855 | \$3,194.96 |
|---|-------|------------|

| | | | |
|--|--------------|---------------------------------|-----|
| Duplicated Recreation Activities: | 786 | Duplicated Exercise Activities: | 947 |
| Transportation/Transportation Donations: | 508/\$124.00 | Assessment/Reassessment: | 124 |

Recreation

- The Fall Adult Art Class has 27 participants
- The Annual Halloween Carnival was held at the Teen Center while the Lea County Events Center is under construction; there were seven non-profit agencies who hosted booths at the event
- The Department's Annual Adaptive Halloween Trick-or-Treat event was also held at the Teen Center for those with special needs
- There were 123 Park Pavilion rentals during the month
- Recreation staff continued to work with Halff & Associates and the aquatics design team on the design of the proposed multi-generational aquatics center

Aquatics

- Staff continues to meet with the design team for the proposed multi-generational aquatics center
- Aquatics staff continue to provide mandatory weekly in-service trainings for Lifeguards
- The Tsunami Teams participated in a swim meet in Midland, Texas
- The Tsunami Swim & Dive Team had 23 participants for the month
- Renovations began on the deck of the Competition Pool at the CORE

Rockwind Community Links Clubhouse

October was a solid month in terms of rounds played and merchandise sold. Five events were hosted during the month: First American Thunderbird Booster Tournament, 72 golfers; The Battle in the Desert USW Invite, 70 golfers; The City of Hobbs Employee Golf Tournament, 64 golfers; Hobbs High Fall Invite, 72 golfers; The Frenship High Fall Invite, 128 golfers from 22 high schools, for two days. Rockwind Community Links will also be hosting both the 2026 Red River Conference Championship (USW's Conference) in April 2026 and the NJCAA Women's National Championship in May 2027.

Rounds, October 2025: 2,279
Revenue, October 2025: \$96,327.94

For Comparison purposes:

| | | | |
|--------------------------|-------------|------------------------|--------------|
| Rounds, September 2025: | 2,215 | Rounds, October 2024: | 2,260 |
| Revenue, September 2025: | \$95,925.20 | Revenue, October 2024: | \$114,075.51 |

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 to teens
- The Teen Center hosted a variety of events, games, and activities during the month
- The Teen Center was a Safe Stop site for Halloween
- The Teen Center hosted a Halloween Party for Teen Center members

RISK MANAGEMENT REPORT

October 2025

- 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.
- Conducted monthly review of all open claims with Legal Department.
- Reviewed insurance monthly loss runs report.
- Reviewed & processed for payment 0 application(s) for notary bond or inspection bond.
- Met with insurance agents to negotiate and renew TPA agreement.
- Endorsed 1 new vehicle and/or equipment to city's insurance policy.
- Reviewed 31 Incident Reports from various city departments, associated police reports and video footage; established claims where required.
- Reviewed 11 property damage incidents on behalf of the City of Hobbs.
- Reviewed vendor COIs for upcoming events, projects and contracts.
- Sent 3 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 | <u>Billed gallons</u> <u>October 2024</u> | | <u>Billed gallons</u> <u>October 2025</u> |
| | | <u>September</u> <u>Consumption</u> | <u>ACTIVE</u> <u>ACCOUNTS</u> | <u>September</u> <u>Consumption</u> |
| Residential | 11,851 | 106,978,924 | 12,086 | 104,715,866 |
| Commercial | 1,959 | 48,798,042 | 1,843 | 43,970,125 |
| City Accounts | 213 | 18,549,600 | 210 | 18,706,211 |
| School Accounts | 66 | 10,196,598 | 66 | 9,108,322 |
| Irrigation | 297 | 9,806,294 | 247 | 7,517,246 |
| Unbilled Maintenance | | 3,500,000 | | 4,800,000 |
| | 14,386 | 197,829,458 | 14,452 | 188,817,770 |

| LABORATORY | October 2024 | October 2025 |
|---------------------------------|--------------|--------------|
| Total Drinking Water Tests | 41 | 42 |
| Total Wastewater Tests | 780 | 732 |
| Liquid Waste Received (gallons) | 87,130 | 89,550 |

WASTEWATER RECLAMATION FACILITY

| | | |
|-----------------------------|--------|--------|
| Influent (Million Gallons) | 98.809 | 93.449 |
| Effluent (Million Gallons) | 90.391 | 88.08 |
| Solids Removed (Dry Pounds) | 0 | 0 |

No centrifuge run in October 2024 of 2025

WATER PRODUCTION REPORT - OCTOBER 2025

WATER PRODUCED

| | |
|--|-------------|
| Total monthly water produced, million gallons | 196,228,000 |
| Total monthly water distributed, million gallons | 197,157,000 |

CHLORINE

| | |
|---|-------|
| Monthly chlorine average residual, milligrams/liter | 0.59 |
| Monthly chlorine gas dosed to system (lbs) | 1,635 |

MICROBIOLOGY

| | |
|-------------------------|----|
| Bacteria tests, routine | 40 |
| Positive results | 0 |

PUBLIC SERVICE

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

UTILITY MAINTENANCE OCTOBER 2025

WORK DESCRIPTION

| | |
|---|-------------------|
| Meter lid replacement | 38 |
| Meter box replacement | 21 |
| Meter stop / valve replacement | 13 |
| Meter change out 3/4" | 11 |
| Meter change out 1" | 23 |
| Meter change out 2" | 38 |
| Meter change out 3" | 1 |
| Meter change out 4" | 38 |
| Meter change out 6" | 0 |
| Set new 3/4" meter | 10 |
| Set new 1" meter | 0 |
| Set new 2" meter | 38 |
| Set new 3" meter | 0 |
| Set new 4" meter | 0 |
| Set new 6" meter | 0 |
| Service lateral leaks/repair | 68 |
| Service lateral replacement | 11 qty - 110 feet |
| New Service Lateral | 15 qty - 150 feet |
| Low water pressure investigation | 5 |
| Water quality investigations | 5 |
| Main line leaks/repair | 2 |
| Main line replacement (feet) | 60 |
| Valve maintenance | 4 |
| Valve new install/replacement | 3 |
| Fire hydrant maintenance | 18 |
| Fire hydrant repair/replacement | 8 |
| Fire hydrant meter maintenance | 8 |
| Fire hydrant meter set | 3 |
| New fire hydrant installed | 2 |
| Vehicle/equipment maintenance hours | 0 |
| Unaccounted/unmetered water loss | 4,800,000 |
| Miscellaneous afterhour calls | 28 |
| Emergency Call Outs (From 6:00pm to 7:00am) | 99 |

WORK DESCRIPTION

QUANTITY

| | |
|-----------------------------------|-------------|
| Manhole maintenance | 120 |
| Manholes cleaned | 50 |
| Sewer main line cleaned (feet) | 65,000 |
| Sewer stoppages | 22 |
| Sewer main line video inspections | 2 |
| Odor complaints | 12 |
| Sewer pre-treatment additives | 500 gallons |

| | |
|------------------------------------|----------|
| Property damage from sewer | 0 |
| Sewer main line repair/replacement | 30 feet |
| New sewer main line installation | 0 feet |
| New backflow valve installation | 0 |
| Backflow valve maintenance | 0 |
| Lift station maintenance | 8/weekly |