

CITY MANAGER'S MONTHLY REPORT

January, 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 Manny Gomez
Assistant City Manager Todd Randall
Executive Assistant Julie Nymeyer

CITY CLERK'S OFFICE

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

CITY ENGINEER

City Engineer Anthony Henry
Development Director Vacant
Building Official Scott Shed

COMMUNICATIONS DEPT.

Communications Director Vacant
Marketing Coordinator Chad Littlejohn

FINANCE DEPARTMENT

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

FIRE DEPARTMENT

Fire Chief Mark Doport
Deputy Fire Chief Ryan Herrera
Deputy Fire Chief Adam Marinovich

GENERAL SERVICES DEPT.

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

HUMAN RESOURCES DEPT.

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

INFORMATION TECHNOLOGY DEPT.

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

LEGAL DEPARTMENT

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

LIBRARY SERVICES

Library Director Nichole Lawless
Assistant Library Director Melody Maldonado

MUNICIPAL COURT

Municipal Judge Bobby Arther
Court Administrator Shannon Arguello

PARKS & OPEN SPACES DEPT.

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

RECREATION DEPT.

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

POLICE DEPARTMENT

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

UTILITIES DEPARTMENT

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



CITY MANAGER'S OFFICE

200 East Broadway
Hobbs, NM 88240

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

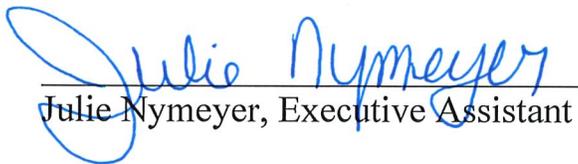
Julie Nymeyer
Executive Assistant

March 3, 2025

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

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

Sincerely,

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

Julie Nymeyer, Executive Assistant



CITY CLERK'S OFFICE
Monthly Report - January 2025

| | Nov-24 | Dec-24 | Jan-25 |
|---|---------------|---------------|---------------|
| Business Registrations - New | 12 | 9 | 13 |
| Business Registrations - New Owner | 0 | 0 | 0 |
| Business Registrations- Change of Address | 3 | 2 | 8 |
| Renewals | 3 | 9 | 1137 |
| Web Payment Renewals | 0 | 0 | 0 |
| Total Business Registrations Activity | 15 | 18 | 1150 |
| Active Business Registrations for the Month | 2349 | 2345 | 2296 |
| | | | |
| Fireworks | 0 | 0 | 0 |
| Junk Yard Licenses | 0 | 0 | 2 |
| Liquor License | 9 | 0 | 0 |
| Mobile Business Licenses | 2 | 0 | 0 |
| Pawn Brokers | 0 | 0 | 0 |
| Secondhand Dealer's Licenses | 1 | 0 | 0 |
| Solicitor's Permit | 0 | 0 | 1 |
| Temporary Vendor's Licenses | 0 | 0 | 0 |
| | 0 | | |
| Cemetery Deeds Issued/Processed | 29 | 17 | 0 |
| Public Documents Notarized | 83 | 122 | 131 |
| Public Records Request | 26 | 27 | 27 |
| | | | |
| Regular City Commission Meetings 1/6/25 121/25 | 2 | 2 | 2 |
| Special City Commission Meetings | 0 | 0 | 0 |
| City Commission Work Session/Closed Meetings 1/16/25 | 2 | 1 | 0 |
| Notice of Potential Quorum | 0 | 0 | 0 |
| Resolutions and Ordinances Attested | 8 | 6 | 5 |
| Consideration of Approval | 8 | 8 | 5 |
| | | | |
| Total Volume of Transactions on Tyler Cashiering | 251 | 307 | 1,476 |
| Total Amount | \$ 384,588.85 | \$ 705,377.29 | \$ 629,993.48 |
| Web Payments Online for All Departments | \$ - | \$ - | \$ - |
| Grand Total | \$ 384,588.15 | \$ 705,377.29 | \$ 629,993.48 |

COMMUNICATIONS DEPARTMENT

JANUARY 2025 CITY MANAGER'S REPORT

SOCIAL MEDIA STATS AT A GLANCE

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

FACEBOOK STATS

Reach

33K ↑ 33.1%

Content Interactions

1.1K ↑ 95.6%

Followers

Lifetime
12K

Link Clicks

28 ↑ 75%

INSTAGRAM STATS

Reach

2.5k ↓ 9%

Content Interactions

232 ↓ 34.3%

Followers

Lifetime
2.4K

Link Clicks

0 0%

Our Facebook followers were significantly more active & engaged in January following the holidays. Impressive employee milestones performed well, as always, as did the announcement of a long-sought warming station in Hobbs, and other posts affecting citizens (like water meter replacements). Our Department is investigating methods to drive/increase engagement on Instagram. Meanwhile, reels/stories on Facebook, as well as video content, is increasingly popular, and a focus for us.

SIGNIFICANT ACTIONS THIS MONTH

REACHED 5,200 USES OF
TEXTMYGOV

PARTNERED WITH
CTECH FOR PICKLEBALL
TOURNAMENT
COVERAGE

DOWNTOWN SLAM & JAM
GUS MACKER
TOURNAMENT INFO WENT
LIVE ON SOCIALS

CREATED MANY FLYERS
FOR CORE EVENTS

Created teaser video for Downtown Slam & Jam Gus Macker Tournament. This has led to additional teaser videos created for other upcoming events.

Wrote & recorded multiple radio ads, including 30-year employee milestones for Jan Fletcher & Shawn Williams.

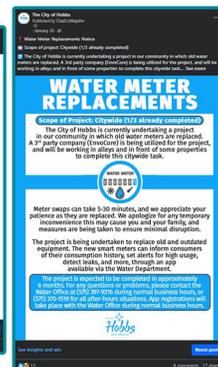
Posted photos from Tree Lighting Ceremony.

Creation of posts for graffiti, advisory boards, the warming station, email scam alert, and over half a dozen flyers for the CORE.

Added Dolly Parton's Imagination Library flyer with QR code to City Hall Free Library, sending free books to children each month. Idea came from interaction at monthly United Way Interagency Hub Luncheon Communications attends each month.

TOP SOCIAL POSTS THIS MONTH

All occurred on Facebook. Posts were seen by 15.2k, 7.4k, 7.4k, 7.1k, & 5.5k people respectively, a solid month.



CITY OF HOBBS BUILDING REPORT

Total Type of Construction

for period ending January 01,2025 thru January 31,2025

| Commercial | | #OF PERMITS |
|---------------------------|------------|--------------------|
| COMM MECHANICAL | Commercial | 7 |
| COMM PLUMBING | Commercial | 18 |
| COMM CANOPY | Commercial | 1 |
| COMMERCIAL ADDITION | Commercial | 1 |
| COMMERCIAL ELECTRICAL | Commercial | 12 |
| COMMERCIAL FENCE | Commercial | 0 |
| COMMERCIAL GRADING | Commercial | 0 |
| COMMERCIAL REMODEL | Commercial | 3 |
| COMMERCIAL RE-ROOFING | Commercial | 5 |
| COMMERCIAL SIGN | Commercial | 5 |
| COMMERCIAL TOWERS | Commercial | 0 |
| FIRE EXTINGUISHING SYSTEM | Commercial | 2 |
| INDUSTRIAL EXCAVATION | Commercial | 0 |
| NEW COMMERCIAL | Commercial | 1 |
| SEWER TAP | Commercial | 1 |
| SPRINKLER SYSTEM | Commercial | 1 |
| FIRE ALARM | Commercial | 2 |
| TOTAL | | 59 |

| Residential | | #OF PERMITS |
|--------------------------------|-------------|--------------------|
| RES MECHANICAL | Residential | 23 |
| RES PLUMBING | Residential | 37 |
| RES SEWER TAP & EXCAVATION | Residential | 13 |
| RESIDENTIAL ADDITION | Residential | 1 |
| RESIDENTIAL CARPORT | Residential | 0 |
| RESIDENTIAL DEMOLITION | Residential | 3 |
| RESIDENTIAL DETACHED GARAGE | Residential | 0 |
| RESIDENTIAL ELECTRICAL | Residential | 33 |
| RESIDENTIAL FENCE | Residential | 3 |
| RESIDENTIAL FOOTING/FOUNDATION | Residential | 2 |
| RESIDENTIAL MANUFACTURED HOME | Residential | 2 |
| RESIDENTIAL REMODEL | Residential | 8 |
| RESIDENTIAL RE-ROOF | Residential | 77 |
| RESIDENTIAL SINGLE FAMILY | Residential | 5 |
| RESIDENTIAL SOLAR | Residential | 0 |
| RESIDENTIAL SWIMMING POOL | Residential | 1 |
| RESIDENTIAL STORAGE | Residential | 3 |
| TOTAL | | 211 |

| | |
|--------------|------------|
| COMMERCIAL | 59 |
| RESIDENTIAL | 211 |
| TOTAL | 270 |



**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
JANUARY 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> | 4 | 40 | 45 | 4 |

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)

January 2025

City Park Project: The Engineering Department asked the GIS Division to assist in capturing data for redesigning a pedestrian crossing from City Park to Snyder Park. Data collection was delayed due to issues with the robotic total station. The crew switched to the DiNi Digital Level and R12 PNSS unit, slowing progress. Over several days, they collected data on the sidewalk, street, curb, and gutter. The compiled data will support the design process, with GIS continuing to assist as the project progresses over the next few months.

Technology Upgrades: The GIS Division worked on upgrading technology. They assisted with replacing the Map Table PC, a shared computer for Engineering and Planning staff with limited software licenses. IT installed the new PC on January 12th, but software issues delayed setup. After a week of troubleshooting with vendors and IT, GIS requested a full Windows reinstall. The PC was successfully set up. Later in the month, GIS began transitioning to City-owned cell phones, preparing for a smooth switch.

Water Meter Test Data: The Utilities Department and Water Office asked Engineering to review location data from a contractor, which was assigned to GIS. GIS used both mapping-grade and survey-grade GNSS units to verify accuracy, also testing equipment for future water meter mapping. Discrepancies led to additional accuracy checks on January 30th to rule out user error. GIS will continue the project into February and meet with the Water Office later in the month to review findings.



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

The Month's Buffer Maps: During the month of January the GIS Division did not receive any new buffer map requests.

PLANNING DEPARTMENT:

The following is a summary of the historical growth statistics.

| City of Hobbs Growth Statistics | | | | | | | | | |
|--|------|------|--------|------|------|------|-------|------|--------|
| | 2016 | 2017 | 2018 | 2019 | 2020 | 2021 | 2022 | 2023 | 2024 |
| Land Development | | | | | | | | | |
| 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 scheduled for January 21st at 10:00 a.m.

Planning Board Summary:

January 21st - The Planning Board reviewed and considered action on 6 items in a Regular Meeting:

- Review and Consider multiple variances for the proposed renovations for Heizer Middle School.
- Review and Consider the Summary Replat for lot 12, Block 56 and the vacation of a portion of Morris Street.
- Review and Consider the Front Yard setback variance for 703 E Luna Drive.
- Review and Consider a Sign Variance for 5230 N. Lovington Highway.
- Review and Consider the Development Agreement for Windmill Business Park Subdivision.
- Review and Consider the 2025 New Mexico Open Meetings Act Notice.

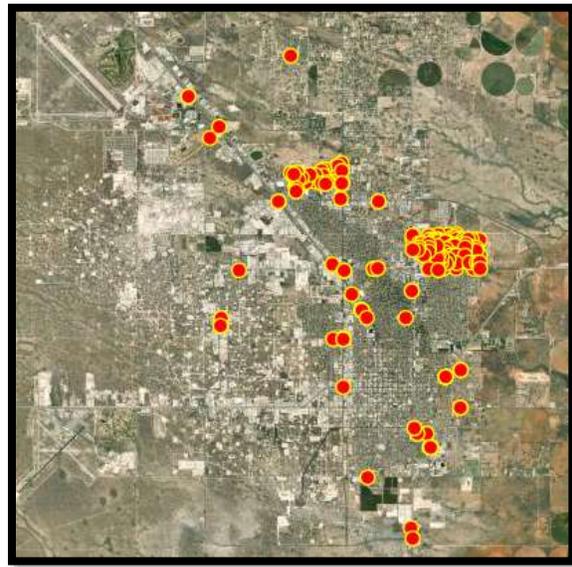
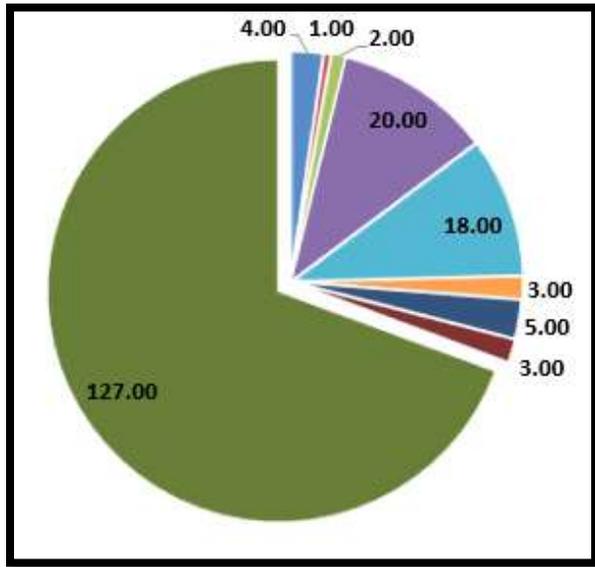


**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
JANUARY 2025**

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 = 4 | ■ 16. Visor Replace = 1 | ■ 18. LED Module Replace = 2 |
| ■ 23. New Sign Made = 20 | ■ 26. Sign Install / Service = 18 | ■ 27. Pole Straighten / Re-bolted = 3 |
| ■ 28. Pole & Anchor Replace = 5 | ■ 03. Wiring Problem Repair = 3 | ■ 31. Inspected Intersections = 127 |

Major Damage:

- No major damage for the month of January.

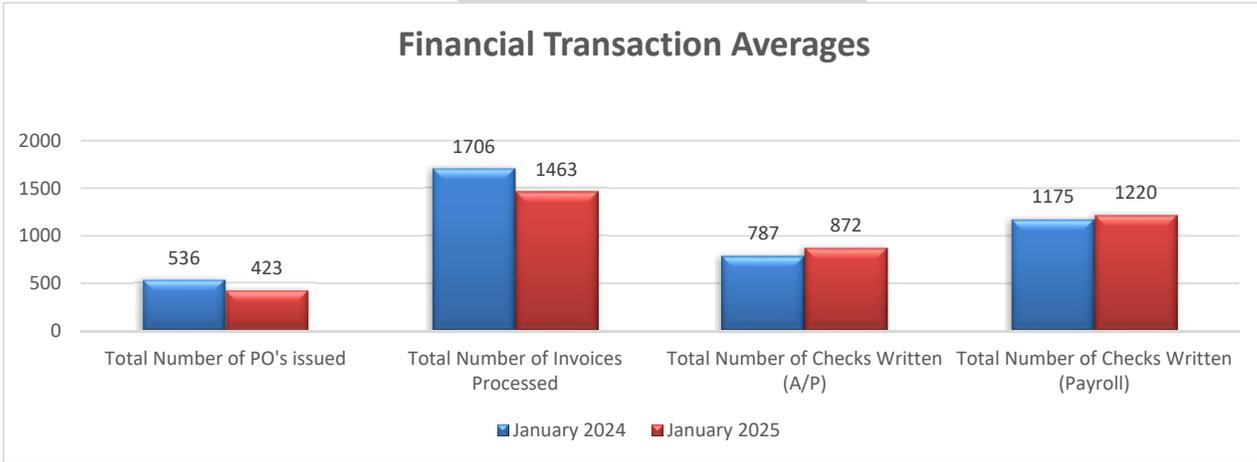
**Monthly Measurement
Finance Department
Fiscal Year 2025**

| Cash Statistics | January 2024 | January 2025 |
|---|--------------------|--------------------|
| Beginning Cash Balance | 184,778,865 | 198,523,415 |
| Monthly Cash In (Revenue - all funds) | 13,286,539 | 11,708,526 |
| Monthly Cash Out (Expenditures - all funds) | 10,328,274 | 14,899,321 |
| Ending Cash Balance | 187,938,907 | 196,342,552 |

Finance Transaction Statistics

| | January 2024 | January 2025 | | |
|--|--------------|--------------|-------------------|-----|
| Total Number of PO's issued | 536 | 423 | daily average | 19 |
| Total Number of Invoices Processed | 1706 | 1463 | daily average | 67 |
| Total Number of Checks Written (A/P) | 787 | 872 | weekly average | 174 |
| Total Number of Checks Written (Payroll) | 1175 | 1220 | bi-weekly average | 610 |

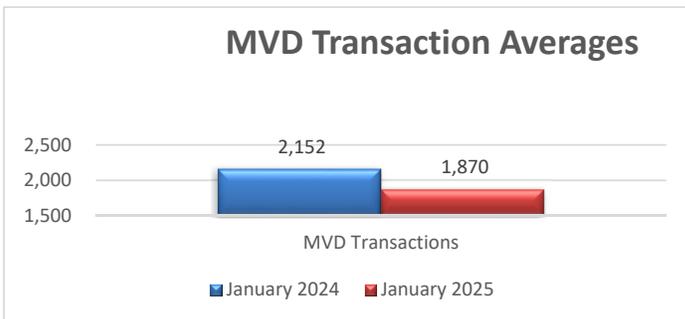
Financial Transaction Averages



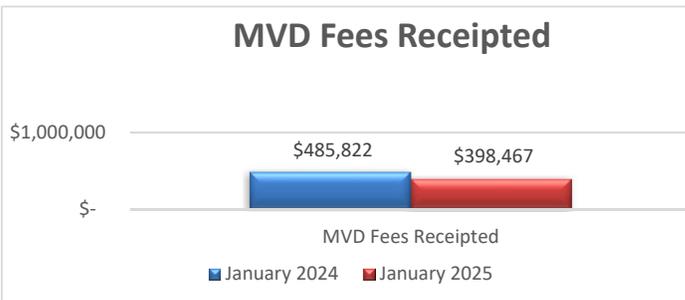
| MVD Statistics | January 2024 | January 2025 |
|-------------------|--------------|--------------|
| MVD Transactions | 2,152 | 1,870 |
| MVD Fees Received | \$ 485,822 | \$ 398,467 |

| | |
|---------------|-----------|
| daily average | 85 |
| daily average | \$ 18,112 |

MVD Transaction Averages



MVD Fees Received



January 2025

General Services – Building Maintenance

Work performed by City Carpenters

| | |
|----|------------------------------|
| 4 | Ceiling Tiles Removed |
| 4 | Ceiling Tiles Replaced |
| 4 | T.V Removed |
| 12 | Items installed |
| 7 | Items removed |
| 1 | Furniture Assembled/ Items |
| 5 | Door Repairs |
| 5 | Doors Adjusted and grease |
| 3 | T.V Installed |
| 48 | Drywall Patches and Painting |
| 1 | Door Secure |
| 2 | Drywall work |

Location of work performed

| | |
|----|--------------------------|
| 6 | City Hall |
| 4 | Senior Center |
| 2 | Fire department #4 |
| 53 | Hobbs Police Dept. - HPD |
| 6 | Library |
| 6 | CORE |
| 6 | Court |
| 13 | Shop |

January 2025 General Services – Electrical Dept.

Break down of work performed by the Electricians.

| | |
|----|-------------------------|
| 13 | Light repairs |
| 10 | AC repairs |
| 16 | Heater repairs |
| 18 | General electrical work |
| 6 | CORE work |

Location of work performed.

| | |
|----|-----------------|
| 6 | CORE |
| 3 | Library |
| 3 | City hall |
| 7 | Annex |
| 1 | PD |
| 5 | Fire stations |
| 1 | DA building |
| 4 | MVD |
| 3 | Rockwind |
| 18 | Parks |
| 2 | Senior center |
| 2 | AAC |
| 1 | Streets |
| 2 | Municipal Court |
| 1 | Crime Lab |

January - 2025

General Services - Garage

In January - 2025 The City Garage had a total of 232 Repair Orders/Invoices. Of the 232 R.O./Invoices, 196 were repaired in house and 36 were out sourced. The monthly total outlay for the garage as well as subcontracted parts and labor totaled \$ 81,268.08 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 | 1 | 1,714.55 | 1,360.00 | 132.68 | 280.00 | 3,487.23 |
| Accident Repair | 0 | 1 | 0.00 | 0.00 | 3,908.91 | 2,032.00 | 5,940.91 |
| APM/BPM/CPM | 24 | 10 | 3,782.18 | 2,006.00 | 947.82 | 114.86 | 6,850.86 |
| Brakes | 11 | 1 | 5,585.95 | 1,717.00 | 22.72 | 440.00 | 7,765.67 |
| Charging | 20 | 1 | 3,344.41 | 1,700.00 | 328.95 | 20.00 | 5,393.36 |
| Drive Shaft | 1 | 0 | 0.00 | 102.00 | 0.00 | 0.00 | 102.00 |
| Engine | 4 | 2 | 607.26 | 442.00 | 6,244.83 | 3,735.00 | 11,029.09 |
| Filters | 4 | 0 | 400.56 | 136.00 | 0.00 | 0.00 | 536.56 |
| Fuel System | 5 | 0 | 962.16 | 850.00 | 0.00 | 0.00 | 1,812.16 |
| Hydraulics | 1 | 0 | 433.44 | 68.00 | 0.00 | 0.00 | 501.44 |
| Lift Mechanism | 2 | 1 | 0.00 | 68.00 | 0.00 | 130.00 | 198.00 |
| Lighting | 9 | 0 | 1,254.64 | 425.00 | 0.00 | 0.00 | 1,679.64 |
| Miscellaneous Maintenance | 68 | 5 | 2,692.83 | 3,859.00 | 2,503.92 | 14,705.00 | 23,760.75 |
| Rear Axle/Drive | 1 | 0 | 143.44 | 238.00 | 0.00 | 0.00 | 381.44 |
| Safety Recall | 0 | 1 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Service Calls | 12 | 0 | 0.00 | 1,020.00 | 0.00 | 0.00 | 1,020.00 |
| Steering | 2 | 0 | 435.08 | 306.00 | 0.00 | 0.00 | 741.08 |
| Suspension | 0 | 1 | 0.00 | 0.00 | 0.00 | 89.95 | 89.95 |
| Tires | 20 | 10 | 798.79 | 935.00 | 809.88 | 537.00 | 3,080.67 |
| Towing Vehicles | 0 | 2 | 0.00 | 0.00 | 0.00 | 240.00 | 240.00 |
| Transmission | 2 | 0 | 5,285.61 | 578.00 | 0.00 | 0.00 | 5,863.61 |
| Wheels/Hubs/Bearings | 3 | 0 | 572.66 | 221.00 | 0.00 | 0.00 | 793.66 |
| Monthly Total | 196 | 36 | 28,013.56 | 16,031.00 | 14,899.71 | 22,323.81 | 81,268.08 |

| | # of R.O./Inv | Parts | Labor | Total |
|--------------------|----------------------|------------------|------------------|------------------|
| City Garage | 196 | 28,013.56 | 16,031.00 | 44,044.56 |
| Vendor | 36 | 14,899.71 | 22,323.81 | 37,223.52 |
| | 232 | 42,913.27 | 38,354.81 | 81,268.08 |

January 2025

General Services – Plumber

Work performed by City Plumber

| | |
|----|---------------------|
| 8 | Toilet Repairs |
| 10 | Sink/Faucet Repairs |
| 7 | Water Leak |
| 1 | Water Heater |
| 2 | Drain Repairs |
| 10 | Sewer Main Stoppage |
| 1 | Ice Machine Repairs |

Location of work performed

| | |
|----|-----------------|
| 2 | City hall |
| 1 | Police Dept. |
| 2 | Senior Center |
| 7 | Fire Stations |
| 2 | Jail |
| 1 | Municipal Court |
| 2 | Rockwind |
| 12 | Parks |
| 2 | State Crime Lab |
| 4 | Animal Shelter |

January 2025 Street Department Monthly Report

Break down of work performed by the Street Department Crew:

| Man Hours | Activity |
|-----------|-------------------------|
| 128 HRS. | Street Sweeping |
| 40 HRS. | Building Brooms |
| 352 HRS. | Cold Mix Patching |
| 32 HRS. | Work for Parks |
| 136 HRS. | Alley Maintenance |
| 192 HRS. | Storm Sewers and Inlets |
| 104 HRS. | Maintenance |
| 32 HRS. | Work in Welding Shop |
| 72 HRS. | Hauling Caliche |
| 96 HRS. | Meetings |
| 48 HRS. | Stock piling |
| 32 HRS. | Hauling Trash |

The total amounts of material hauled or used:

| Quantity | Material |
|----------|-------------------|
| 174 YDS | Sweepings |
| 42 YDS | Alley Material |
| 29 YDS | Cold Mix Used |
| 144 YDS | Trash |
| 50 Bags | BTAP/cold mix |
| 696 YDS | Caliche |
| 67 YDS | Recycled Material |

Calls responded to:

| Number | Type |
|--------|--|
| 22 | Dispatched – accidents, spills, debris |
| 11 | Requests |
| 2 | Block Party's |



Hobbs Express

Monthly Report - JANUARY 2025

| Passenger Activity | Prior Month Dec-24 | Reporting Month Jan-25 |
|----------------------------------|-------------------------------|-----------------------------------|
| No. of Elderly Passengers | 928 | 679 |
| No. of Non-Ambulatory Passengers | 97 | 88 |
| No. of Disabled Passengers | 316 | 260 |
| No. of Other Trips | 3038 | 3316 |
| Total Passenger Trips | 4379 | 4343 |

| | | |
|--|-------------|-------------|
| Total Bus Route Trips | 2845 | 2518 |
| Total Demand Response/Paratransit Trips | 1534 | 1825 |
| Total Passenger Trips | 4379 | 4343 |

| Vehicle Statistics | Prior Month Dec-24 | Reporting Month Jan-25 |
|---------------------------|-------------------------------|-----------------------------------|
| Total Vehicle Hours | 787 | 772 |
| Total Vehicle Miles | 10,223 | 10,384 |

| Revenue Collected | Prior Month Dec-24 | Reporting Month Jan-25 |
|--------------------------|-------------------------------|-----------------------------------|
| Total Fares Collected | \$2,485.32 | \$2,506.00 |



HOBBS POLICE DEPARTMENT

February 5, 2025

To: Ricky Guerrero, Captain of Agency Support

From: Linda Saiz, Records Administrator

Re: January 2025 Records Numbers

- Uniform Traffic Citations 504
- Warning Citations 163
- Misdemeanor Citations 5
- Arrest Reports 206
- Completed Reports 645
- Completed Supplements 258
- Completed Accident reports 85
- Criminal Trespass 56
- Warrants 226
- Recalled warrants 102
- IPRA Requests: 447
- Discovery Requests 128

Completed cannabis expungements 14

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



February 5, 2025

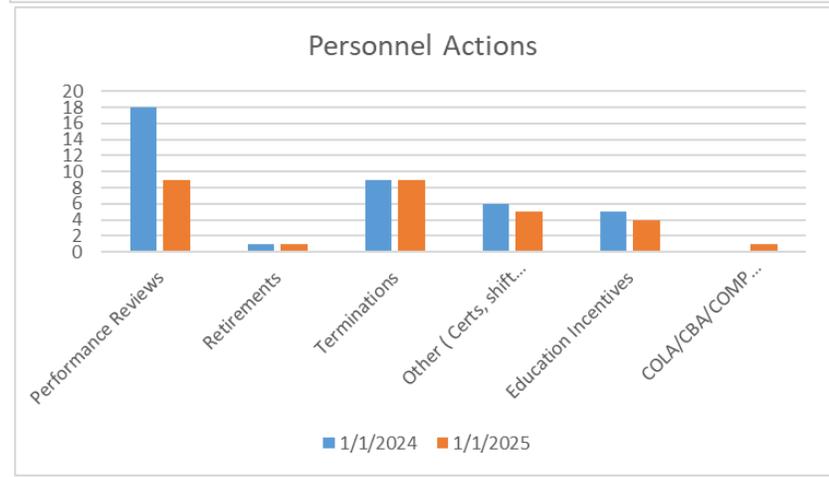
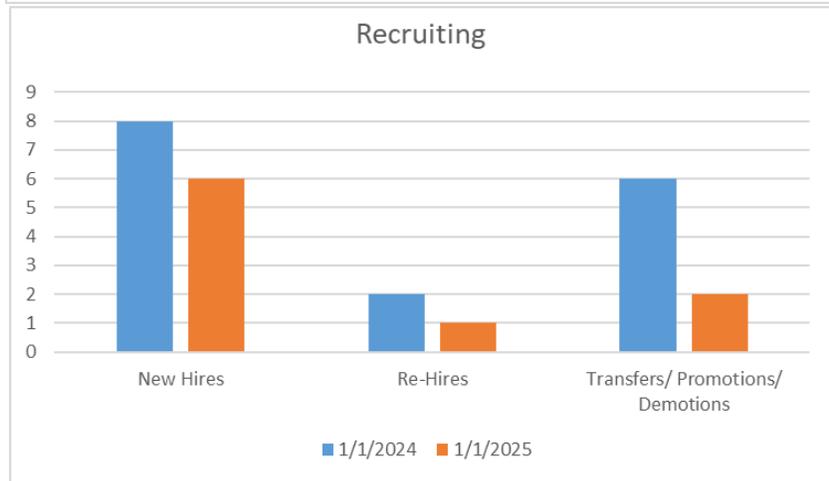
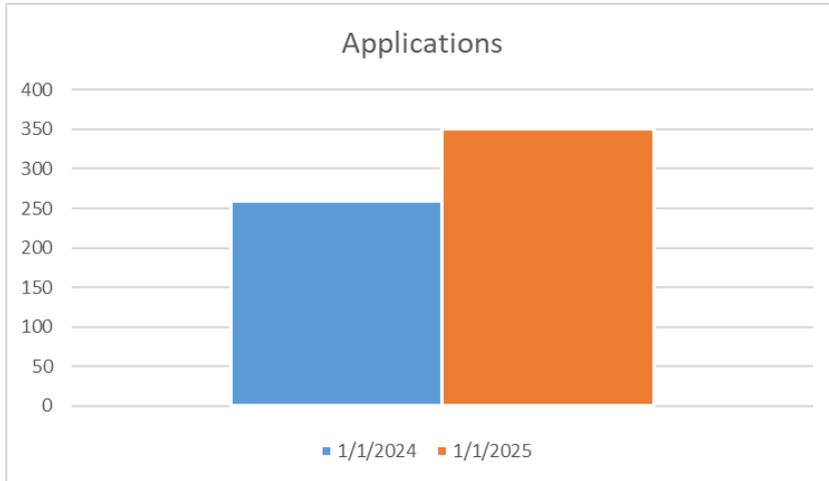
To: Ricky Guerrero, Captain of Agency Support
 From: Linda Saiz, Records Administrator
 Re: January 2025 stats

| | TOTAL | TOTAL | %CHNG |
|-------------------------------|-------|-------|-----------|
| JANUARY 2024/2025 | RPTS | RPTS | |
| | | | 2024/2025 |
| | 2024 | 2025 | |
| REPORTED CRIMES | 369 | 390 | 6% |
| CALLS FOR SERVICE | 3,931 | 3,314 | -16% |
| ARRESTS | 215 | 206 | -4% |
| MURDER | 1 | 0 | 0% |
| RAPE | 0 | 3 | 100% |
| ROBBERY | 3 | 3 | 0% |
| ASSAULTS AND BATTERY | 79 | 87 | 10% |
| BURGLARY | 30 | 24 | -20% |
| LARCENY | 62 | 59 | -5% |
| SHOPLIFTING | 34 | 35 | 3% |
| AUTO THEFT | 16 | 18 | 13% |
| ARSON | 0 | 0 | 0% |
| FORGERY | 0 | 3 | 0% |
| FRAUD | 5 | 10 | 100% |
| EMBEZZLEMENT | 4 | 2 | -50% |
| REC. STOLEN PROPERTY | 0 | 2 | 100% |
| VANDALISM | 71 | 74 | 4% |
| WEAPONS OFFENSES | 5 | 4 | -20% |
| DOMESTIC VIOLENCE | 37 | 43 | 16% |
| ASSAULTS/BATTERY ON PO | 6 | 4 | -33% |
| SHOOTING AT/FM MV OR DWELLING | 2 | 3 | 50% |
| CITATIONS ISSUED | 457 | 504 | 10% |
| DWI | 8 | 7 | -13% |
| TRAFFIC CRASHES | 81 | 85 | 5% |

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 | 4 |
| Chamber of Commerce Website | 0 |
| City of Hobbs Website | 108 |
| Facebook | 6 |
| Friend / Family | 43 |
| Governmentjobs.com | 13 |
| Indeed.com | 120 |
| Job Fair | 14 |
| LinkedIn | 2 |
| Municipal League | 1 |
| New Mexico Department of Labor | 2 |
| Newspaper | 0 |
| Other | 33 |
| Radio | 0 |
| Recruiter | 5 |
| Unknown | 0 |
| Totals | 351 |

New Position Postings

| |
|--------------------------------|
| CORE Guest Services Specialist |
| CORE Lead Fitness Specialist |
| CORE Pool Manager |
| Senior Center Custodian |
| Library Page |

Safety Skills Training:

- Sexual Harassment and Discrimination for Employees

Team Involvement:

- HR Team along with the Legal Team conducted two sessions of the “Legal Block” for Supervisors (104 attendees)
- Conducted monthly New Hire Orientation
- Nicholas Goulet and Tracy South participated in PSHRA’s webinar “2025 HR Trends in the Public Sector”

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 86+ years of combined experience with the City of Hobbs.

Christa Belyeu – IT Director

Matt Blandin – Asst. IT Director

Joe Amador – Webpage Specialist

Jeff Sanford – Communications Specialist

Frank Porras – IT Network Administrator

Gabriel Jurado – Computer Specialist

Stephanie Ledezma – Computer Specialist

Justin Munoz – IT Network Specialist

IT Responsibilities:

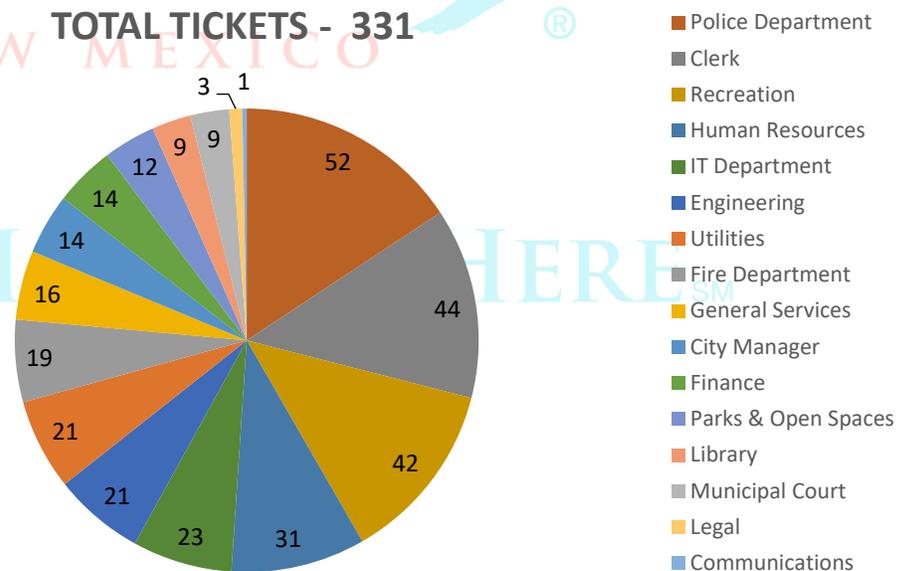
The Information Technology Department is responsible for the research, development and implementation of all City technological equipment and programs.

- ❖ **Technology Policies**
 - AR 15-02 – Technology Policy
- ❖ **I.T. Equipment (24 City of Hobbs facilities)**
 - Purchasing
 - Installation
 - Maintenance
 - Training
 - Research and Development/Planning
- ❖ **Computer**
 - Servers (62) (31 physical / 31 virtual)
 - Offsite replication
 - Desktops (500)
 - Laptops (250)
 - Tablets (130)
 - Point of Sale systems
 - Credit Card devices
 - Peripherals
 - Data backup
- ❖ **Public Safety**
 - Police
 - 2-way radio communications
 - Emergency Alert System (Radio/TV)
 - Communications interoperability equipment
 - Document Imaging
 - Fire
 - 2-way radio communications
 - Paging/Tone out equipment
 - Emergency Operations Center
 - Radio communications
 - Logistical Support
- ❖ **Two-way radio equipment (620)**
 - Administration
 - Programming
 - Repair
 - Installation
 - Control Equipment (7 sites)
 - Mobile (250 radios)
 - Portable (370 radios)
- ❖ **Copy Machines (35) (all locations)**
- ❖ **Wide/Local area networking administration**
 - Firewalls
 - Routers
 - Switches
 - Security appliances
 - Cabling
 - Fiber Optic connectivity (*leased and City owned*)
 - Cyber Security
- ❖ **Email**
 - Account Administration
 - SPAM filtering
 - Intrusion protection
- ❖ **Internet Access**
 - Web access and content filtering
 - DSL connections
 - Remote access
- ❖ **Wireless Networking**
 - Point to point
 - Wi-Fi Access points
- ❖ **Web Page Design (City of Hobbs, Police, Fire, CORE, Library)**
- ❖ **Telephone Equipment (all City locations)**
 - Splash Pad 911 Call boxes
- ❖ **Outdoor Warning Equipment (33 locations)**
 - Warning Siren/Public Address
- ❖ **Facility alarm systems (all locations)**
- ❖ **KHBX LP Radio Station**
- ❖ **Audio/Video**
 - Commission Chambers
 - Livestream regular, special and work session meetings
 - Meeting Rooms
 - Portable
 - Cable TV
 - Video/Virtual Conferencing
 - Radio station and remotes

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
 - 50+ hours network design and configuration
 - 30+ hours hardware installation
- ❖ Phone System Upgrade
 - 150+ hours of design and planning
 - 110+ hours coordinating and cleaning up old circuits and billing issues
 - 170+ hours upgrading old copper circuits to fiber connections
 - Deployed new phone system to City Hall staff. PD and Court are the next facilities on the list.
- ❖ Key Management System
 - 60+ hours to design and construct plan to replace all locks and keys at City Hall
 - 25+ 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
 - Purchase and install key management boxes with audit tracking capabilities
- ❖ 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
 - 30+ preparing for installation of new hardware and software for new station

| ISSUE TYPE | # OF TICKETS |
|----------------|--------------|
| 2FA | 6 |
| Bulletin Board | 0 |
| Email | 59 |
| Hardware | 70 |
| Internet | 3 |
| Network | 5 |
| Other | 6 |
| Password Reset | 9 |
| PC Setup | 25 |
| Phone | 15 |
| Radio | 3 |
| Project | 1 |
| Research | 1 |
| Software | 71 |
| User Setup | 11 |
| Webpage | 46 |
| TOTAL | 331 |



City Manager's Report
Municipal Court – January 2025

Monthly Cases:

| | |
|-------------------------|----------|
| Traffic Citations | 459 |
| Misdemeanor Citations | 29 |
| Environmental Citations | 26 |
| Fire Code Violations | 0 |
| AGG. DWI | 5 |
| DWI – 1 st | 3 |
| DWI – 2 nd | <u>0</u> |
| Total | 522 |

Courtroom Activity:

| | |
|---------------------------------------|-----------|
| Video Arraignments (Jail) | 95 |
| Court Appearances – A.M. | 9 |
| Court Appearances- P.M. | 99 |
| Virtual Court | 1 |
| Special Settings | 0 |
| Pretrial Court Appearances | 64 |
| Trial/Change of Plea Cases/PV Hearing | <u>30</u> |
| Total | 298 |

Other Activity:

| | |
|-----------------|-----------|
| Summons issued | 499 |
| Warrants issued | <u>92</u> |
| Total | 591 |

Fines/Fees Assessed based on Conviction:

| | |
|-------|-------------------|
| Fines | \$46,248.00 |
| Fee | <u>\$4,461.00</u> |
| Total | \$50,709.00 |

Fines/Fees Collected:

| | |
|------------------------|--------------|
| Fines | \$33,299.00 |
| Penalty Assessment Fee | 3,017.25 |
| Automation Fee | 377.50 |
| Judicial Education Fee | 159.00 |
| Correction Fee | 1,120.00 |
| DWI Prevention Fee | 134.00 |
| DWI Lab Fee | <u>46.00</u> |
| Total | \$38,152.75 |

Parks & Open Spaces Department

January 2025 Report



IT ALL HAPPENS HERE.™

1. Cemeteries had 14 interments
2. Cemetery offices were painted
3. POSD attended Job Fair Event at Lea County Event Center this month
4. Graffiti received 16 reports this month
5. Golf removed 5 trees along Jack Gomez Blvd that were in bad condition and were a hazard to vehicles and pedestrians
6. Mobile Elevating Work Platform Certification Class that 12 employees completed
7. Forklift Certification Class that had 2 recertifications and 6 new certifications
8. All holiday decorations were removed and stored for the year
9. POSD hosted Good, Better & How meetings with all employees to prepare for 2025
10. The old fence at Boone Cemetery was removed to make room for the new fence
11. Bucket Truck Training was held with 9 employees completing
12. Gary Hendley retired after 13 years of service





RISK MANAGEMENT REPORT

January 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.
- Reviewed insurance monthly loss runs report.
- Reviewed & processed for payment 0 application(s) for notary bond or inspection bond.
- Endorsed 6 new vehicles and/or equipment to city's insurance policy.
- Reviewed 24 Incident Reports from various city departments, associated police reports and video footage; established claims where required.
- Reviewed 5 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 | |
|----------------------|-----------------|----------------------|----------------------|
| | | January 2024 | January 2025 |
| | | November Consumption | November Consumption |
| Residential | 11,819 | 67,440,635 | 71,252,581 |
| Commercial | 1,592 | 70,385,369 | 42,178,804 |
| City Accounts | 212 | 4,937,175 | 4,558,325 |
| School Accounts | 65 | 3,085,711 | 788,823 |
| Irrigation | 288 | 2,582,267 | 2,481,063 |
| Unbilled Maintenance | | 2,800,000 | 1,500,000 |
| | 13,976 | 151,231,157 | 122,759,596 |

LABORATORY January 2024 January 2025

| | | |
|---------------------------------|---------|---------|
| Total Drinking Water Tests | 51 | 51 |
| Total Wastewater Tests | 795 | 765 |
| Liquid Waste Received (gallons) | 146,885 | 118,035 |

WASTEWATER RECLAMATION FACILITY

| | | |
|-----------------------------|---------|---------|
| Influent (Million Gallons) | 101.398 | 103.223 |
| Effluent (Million Gallons) | 97.660 | 96.714 |
| Solids Removed (Dry Pounds) | 146,649 | 91,699 |

*All biosolids hauled to landfill due to sludge dryer OOS

WATER PRODUCTION REPORT - JANUARY 2025

WATER PRODUCED

| | |
|--|-------------|
| Total monthly water produced, million gallons | 139,887,000 |
| Total monthly water distributed, million gallons | 143,152,000 |

CHLORINE

| | |
|---|-------|
| Monthly chlorine average residual, milligrams/liter | 0.59 |
| Monthly chlorine gas dosed to system (lbs) | 1,351 |

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 JANUARY 2025

WORK DESCRIPTION

| | |
|---|-------------------|
| Meter lid replacement | 40 |
| Meter box replacement | 25 |
| Meter stop / valve replacement | 15 |
| Meter change out 3/4" | 55 |
| Meter change out 1" | 0 |
| Meter change out 2" | 0 |
| Meter change out 3" | 0 |
| Meter change out 4" | 0 |
| Meter change out 6" | 0 |
| Set new 3/4" meter | 20 |
| Set new 1" meter | 0 |
| Set new 2" meter | 3 |
| Set new 3" meter | 0 |
| Set new 4" meter | 0 |
| Set new 6" meter | 1 |
| Service lateral leaks/repair | 70 |
| Service lateral replacement | 11 qty - 115 feet |
| New Service Lateral | 10 qty - 135 feet |
| Low water pressure investigation | 4 |
| Water quality investigations | 0 |
| Main line leaks/repair | 6 |
| Main line replacement (feet) | 5 |
| Valve maintenance | 20 |
| Valve new install/replacement | 0 |
| Fire hydrant maintenance | 50 |
| Fire hydrant repair/replacement | 8 |
| Fire hydrant meter maintenance | 2 |
| Fire hydrant meter set | 25 |
| New fire hydrant installed | 15 |
| Vehicle/equipment maintenance hours | 20 |
| Unaccounted/unmetered water loss | 1,500,000 |
| Miscellaneous afterhour calls | 5 |
| Emergency Call Outs (From 6:00pm to 7:00am) | 65 |

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 |