



CITY MANAGER'S MONTHLY REPORT

November, 2025

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



Mayor
Sam D. Cobb

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

CITY MANAGER

City Manager
Assistant City Manager
Executive Assistant

Manny Gomez
Todd Randall
Julie Nymeyer

CITY CLERK'S OFFICE

City Clerk
Deputy City Clerk
Public Transportation Super.

Jan Fletcher
Rose Galavez
Jacque Pennington

CITY ENGINEER

City Engineer
Development Director
Building Official

Anthony Henry
Vacant
Scott Shed

COMMUNICATIONS DEPT.

Communications Director
Marketing Coordinator

Reanna Alarcon
Chad Littlejohn

FINANCE DEPARTMENT

Finance Director
Assistant Finance Director
MVD Manager

Toby Spears
Deborah Corral
Anna Villalobos

FIRE DEPARTMENT

Fire Chief
Deputy Fire Chief
Deputy Fire Chief

Mark Doporto
Ryan Herrera
Adam Marinovich

GENERAL SERVICES DEPT.

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

Shelia Baker
Mario Silva
Shawn Smith
Eddie Trevino
Bryan Ussery

HUMAN RESOURCES DEPT.

H. R. Director
Assistant H.R. Director
Risk Management Director

Nicholas Goulet
Tracy South
Selena Estrada

INFORMATION TECHNOLOGY DEPT.

I.T. Director
Assistant I.T. Director

Christa Belyeu
Matt Blandin

LEGAL DEPARTMENT

City Attorney
Deputy City Attorney
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

Bryan Wagner
Matt Hughes
Lou Maldonado

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

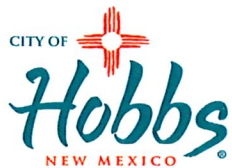
Police Chief
Deputy Chief
Code Enforcement Supt.
HAAC Superintendent

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

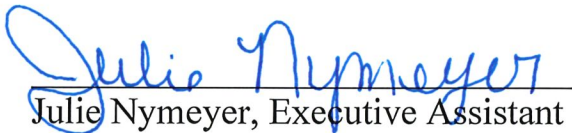
Julie Nymeyer
Executive Assistant

December 31, 2025

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

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


Julie Nymeyer, Executive Assistant



CITY CLERK'S OFFICE
Monthly Report - November, 2025

	Sep-25	Oct-25	Nov-25
Business Registrations - New	20	14	3
Business Registrations - New Owner	0	0	0
Business Registrations- Change of Address	2	1	0
Renewals	0	1	14
Web Payment Renewals	0	0	0
Total Business Registrations Activity	20	15	17
Active Business Registrations for the Month	2321	2330	2220
Fireworks	0	0	0
Junk Yard Licenses	0	0	0
Liquor License	0	13	0
Mobile Business Licenses	3	0	1
Pawn Brokers	0	0	0
Secondhand Dealer's Licenses	0	0	1
Solicitor's Permit	0	0	0
Temporary Vendor's Licenses	0	1	0
Cemetery Deeds Issued/Processed	11	21	7
Public Documents Notarized	60	224	117
Public Records Request	39	38	30
Regular City Commission Meetings 11/3/2025 and 11/17/2025	2	2	2
Special City Commission Meetings	0	0	0
City Commission Work Session/Closed Meetings 11/17/2025	0	0	1
Notice of Potential Quorum	0	0	0
Resolutions and Ordinances Attested	11	17	16
Consideration of Approval	4	0	6
Total Volume of Transactions on Tyler Cashiering	294	334	280
Total Amount	\$ 3,085,778.36	\$ 937,588.47	\$ 1,044,678.66
Web Payments Online for All Departments	\$ -	\$ -	\$ 1,110.00
Grand Total	\$ 3,085,778.36	\$ 937,588.47	\$ 1,045,788.66

CITY OF HOBBS BUILDING DEPARTMENT

Total Type of Construction

Reporting Period: 11/01/2025 to 11/30/2025

Type	Project Description	# of Permits	Estimated Value	Fee Amount
Commercial	COMM MECHANICAL	9	\$13,500.00	\$715.50
	COMM PLUMBING	10	\$15,000.00	\$791.00
	COMMERCIAL ADDITION	2	\$1,051,017.00	\$1,128.00
	COMMERCIAL DEMOLITION	2	\$222,300.00	\$500.00
	COMMERCIAL DETACHED GARAGE	1	\$27,000.00	\$180.00
	COMMERCIAL ELECTRICAL	10	\$15,000.00	\$1,726.00
	COMMERCIAL FOOTING/FOUNDATION	1	\$3,621.00	\$72.00
	COMMERCIAL REMODEL	3	\$73,500.00	\$288.00
	COMMERCIAL RE-ROOFING	24	\$1,704,832.00	\$5,124.00
	COMMERCIAL SIGN	1	\$5,200.00	\$72.00
	COMMERCIAL TOWERS	4	\$274,500.00	\$648.00
	NEW COMMERCIAL	1	\$300,000.00	\$696.00
Total		67	\$3,705,470.00	\$11,940.50

Type	Project Description	# of Permits	Estimated Value	Fee Amount
Residential	RES MECHANICAL	21	\$31,500.00	\$1,485.00
	RES PLUMBING	25	\$37,500.00	\$1,396.00
	RES SEWER TAP & EXCAVATION	5	\$7,500.00	\$1,450.00
	RESIDENTIAL ADDITION	1	\$165,000.00	\$456.00
	RESIDENTIAL CARPORT	7	\$660,460.00	\$1,608.00
	RESIDENTIAL ELECTRICAL	37	\$55,500.00	\$2,746.00
	RESIDENTIAL FENCE	3	\$73,000.00	\$500.00
	RESIDENTIAL MANUFACTURED HOME	1	\$15,000.00	\$60.00
	RESIDENTIAL REMODEL	2	\$88,450.00	\$420.00
	RESIDENTIAL RE-ROOF	118	\$3,977,808.00	\$14,468.00
	RESIDENTIAL SINGLE FAMILY	9	\$6,587,276.00	\$6,788.65
	RESIDENTIAL SOLAR	2	\$308,000.00	\$768.00
	RESIDENTIAL STORAGE	1	\$6,152.00	\$72.00
	RESIDENTIAL SWIMMING POOL	1	\$82,000.00	\$384.00
Total		233	\$12,095,146.00	\$32,601.65
COMMERCIAL		67	\$3,705,470.00	\$11,940.50
RESIDENTIAL		233	\$12,095,146.00	\$32,601.65
TOTAL		300	\$15,800,616.00	\$44,542.15



**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
NOVEMBER 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>	3	40	45	31

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)

November 2025

Shipp Street Quantities: The Engineering Department asked the GIS Division to construct a map to calculate materials quantities for the replacement of some street infrastructure on Shipp Street from Sanger to Corbett. The map shows the work area, along with the square yards of asphalt needed, linear feet of new curb & gutter to be replaced, and the number of manhole/water valve adjustments that are needed. The final map was sent to the Engineering Department.

Storm Inlet Wall Map: The Street Department requested a wall map to supplement their hand maps that show the locations of the Storm Sewer Inlets. Streets wanted the new wall map to help them plan post-storm event cleanup of the storm inlets, and to help them track other tasks. Two 36 x 48 maps were printed out and made available to the Street Department.

Hobbs Express Flyer and Map Update: Hobbs Express asked the GIS Division to help create a map page for their updated routes and schedule. GIS redesigned the route maps to fit the flyer layout and sent them for review. Hobbs Express then requested a Spanish version, and GIS worked with the Planning Department to translate and proofread the page. After final review, the updated route maps were completed and sent to Hobbs Express for deployment.

Sidewalk Failure Project (update): The GIS Division improved the office workflow for creating quantity maps for the Sidewalk Failure Project. The new ArcGIS Pro setup automatically generates maps as soon as field data is uploaded to ArcGIS Online. It pulls



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

in photos, calculates area and volume, and positions each map at the correct sidewalk failure location. These maps will be used to obtain bids from outside contractors for repairs. The ArcGIS Pro project has been shared with the Engineering Department.

Getting Ready for a New Employee: With the Engineering Department hiring a new Staff Engineer, the GIS Division was asked to help set up their new PC, online accounts, and workspace.

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

Note: This is the ninth 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	

Planning Board Summary:

The Planning Board meeting was scheduled for November 18th at 10:00 a.m.

November 18th - The Planning Board reviewed and considered action on 4 items in a Regular Meeting:

- Review and Reconsider Ozro Subdivision
- Consider and review a Right-of-Way Encroachment and Setback Variance at 913 E. Marland (Carport)
- Consider and review a Parking Variance at 111 W. Clinton
- Consider and review an Encroachment into the Cattle Call Right-of-Way



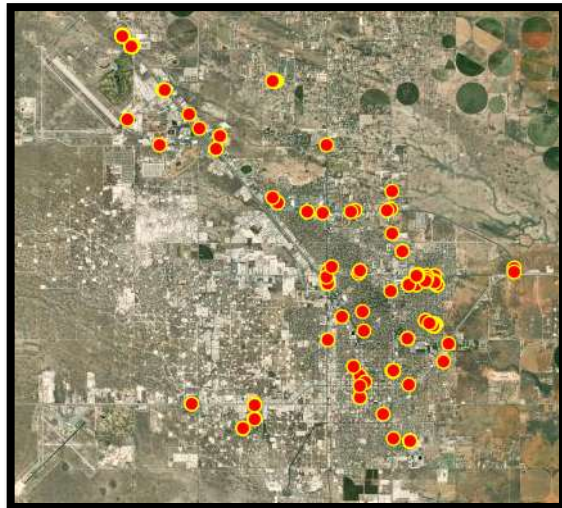
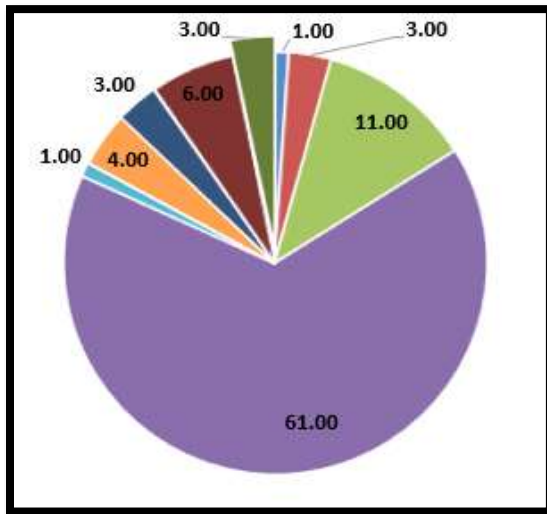
**ENGINEERING / PLANNING
TRAFFIC / GIS-MAPPING DEPARTMENTS
MONTHLY REPORT
NOVEMBER 2025**

- College Lane Public Right-of-Way Dedication and Setback Variance

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 = 1	02. Minor Traffic Signal Repair = 3	23. New Sign Made = 11
26. Sign Install / Service = 61	27. Pole Straighten / Re-bolted = 1	28. Pole & Anchor Replace = 4
29. Safe Hit Install / Replace = 3	32. Int in Flash or Malfunction = 6	36. 811 / Line Spot Hours = 3

Major Damage:

- No major damage for the month of November.

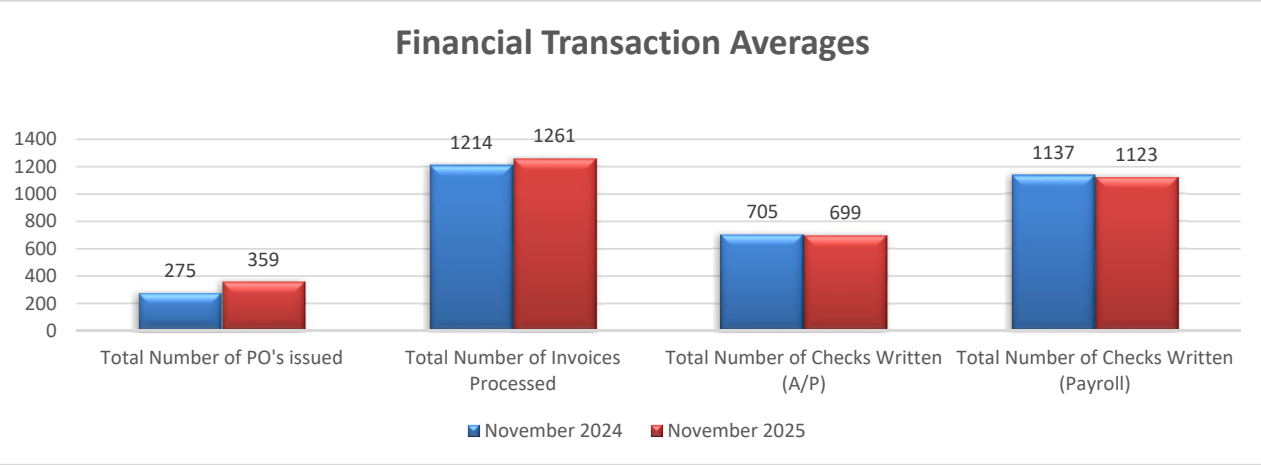
Monthly Measurement
Finance Department
Fiscal Year 2026

Cash Statistics	November 2024	November 2025
Beginning Cash Balance	195,068,562	199,914,973
Monthly Cash In (Revenue - all funds)	12,024,639	11,656,887
Monthly Cash Out (Expenditures - all funds)	11,804,793	10,265,333
Ending Cash Balance	196,298,341	201,306,527

Finance Transaction Statistics

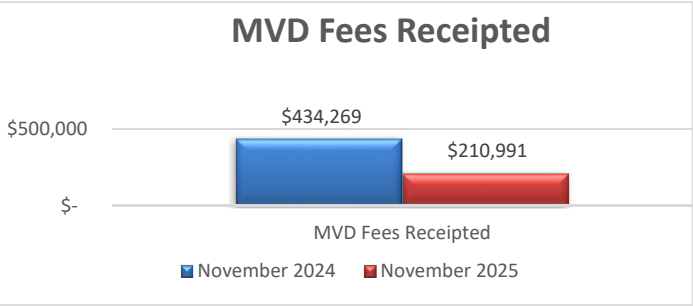
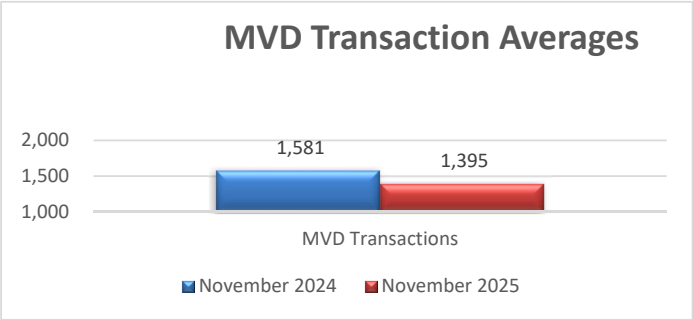
	November 2024	November 2025
Total Number of PO's issued	275	359
Total Number of Invoices Processed	1214	1261
Total Number of Checks Written (A/P)	705	699
Total Number of Checks Written (Payroll)	1137	1123

daily average	90
daily average	315
weekly average	175
bi-weekly average	562



MVD Statistics	November 2024	November 2025
MVD Transactions	1,581	1,395
MVD Fees Received	\$ 434,269	\$ 210,991

daily average	349
daily average	\$ 52,748



November 2025

General Services – Building Maintenance

Work performed by City Carpenters

7	Corner sealing /walls
6	Carpet tiles
6	Ceiling Tiles Replaced
20	Fix and building
8	Items hung
8	Items installed
4	Furniture disassembled
6	Cabinets removed
3	Door Repairs
3	Doors Adjusted and grease
4	Baseboard Repair/installed
2	Secure doors
4	Furniture removed
27	Drywall holes fix and painting
5	Blinds Installed
22	Roof Inspections/insurance
20	Shop/ Building fixed
22	Christmas tree / decoration

20	City hall
3	Senior Center
2	Fire department #1
19	Hobbs Police Dept. - HPD
2	Mvd
5	Library
2	Court House
4	Adoption center
23	CORE
4	Annex
2	Fire station #2
21	shop
8	State police
2	Rockwind
21	Insurance
16	Inspection building
3	parks

Location of
work
performed

November 2025 General Services – Electrical Dept.

Break down of work performed by the Electricians.

12	Light repairs
4	AC repairs
29	Heater repairs
8	General electrical work
15	CORE work
5	Nonelectrical work

Location of work performed.

15	CORE
3	Library
6	City hall
1	PD
3	Fire stations
2	Rockwind
14	Parks
2	Garage
5	AAC

November - 2025

General Services - Garage

In November - 2025 The City Garage had a total of 159 Repair Orders/Invoices. Of the 159 R.O./Invoices, 107 were repaired in house and 52 were out sourced. The monthly total outlay for the garage as well as subcontracted parts and labor totaled \$53,992.19 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	5	3	1,979.41	646.00	1,048.90	985.00	4,659.31
Acciden Repair	0	1	0.00	0.00	441.00	98.00	539.00
APM/BPM/CPM	19	12	3,681.31	1,496.00	1,777.72	2,278.70	9,233.73
Brakes	6	3	2,318.39	884.00	890.19	956.00	5,048.58
Charging	14	1	4,458.68	1,394.00	314.94	40.00	6,207.62
Cranking	1	0	0.00	510.00	0.00	0.00	510.00
Drive Shaft	0	1	0.00	0.00	1,117.46	650.00	1,767.46
Engine	0	2	0.00	0.00	1,161.41	1,561.25	2,722.66
Exhuast	0	1	0.00	0.00	3,996.64	2,400.00	6,396.64
Ignition	2	0	289.39	170.00	0.00	0.00	459.39
Lighting	3	0	87.00	102.00	0.00	0.00	189.00
Miscellaneous Maintenance	22	2	2,406.67	1,836.00	423.31	67.50	4,733.48
Service Calls	21	0	0.00	1,122.00	0.00	0.00	1,122.00
Suspension	2	1	369.64	340.00	0.00	110.00	819.64
Tires	11	18	3,128.00	612.00	2,860.60	1,209.00	7,809.60
Towing Vehicles	0	3	0.00	0.00	0.00	833.00	833.00
Wash Job	0	4	0.00	0.00	0.00	350.00	350.00
Wheels/Hubs/Bearings	1	0	489.08	102.00	0.00	0.00	591.08
Monthly Total	107	52	19,207.57	9,214.00	14,032.17	11,538.45	53,992.19

		# of R.O./Inv	Parts	Labor	Total
City Garage		107	19,207.57	9,214.00	28,421.57
Vendor		52	14,032.17	11,538.45	25,570.62
		159	33,239.74	20,752.45	53,992.19

November 2025

General Services – Plumber

Work performed by City Plumbers

15	Toilet Repairs	1	Pool Equipment Repairs
3	Sink/Faucet Repairs	6	Swamp Coolers
1	Water Heater		
1	Sink Stoppage		
8	Drain Repairs		
5	Sewer Main Stoppage		
1	Ice Machine Repairs		
1	Hose Bib Repairs		

Location of work performed

5	City hall	1	Garage
3	Police Dept.	4	Core
0	Senior Center	1	Cemetery
3	Library	1	Teen Center
1	Fire Stations		
1	Jail		
1	Utilities		
3	Rockwind		
13	Parks		

November 2025 Street Department Monthly Report

Break down of work performed by the Street Department Crew:

Man Hours	Activity
224 HRS.	Street Sweeping
8 HRS.	Building Brooms
112 HRS.	Cold Mix Patching
56 HRS.	Hot Mix
96 HRS.	Alley Maintenance
48 HRS.	Storm Sewers and Inlets
140 HRS.	Maintenance
232 HRS.	Crack Seal
16 HRS.	Work for Garage
96 HRS.	Meetings
24 HRS.	Stock piling
96 HRS.	Hauling Trash

The total amounts of material hauled or used:

Quantity	Material
318 YDS	Sweepings
286 BOXES	Crack Seal Material
18 YDS	Alley Material
14 YDS	Cold Mix Used
196 YDS	Trash
4 Bags	BTAP/cold mix
30 YDS	Recycled Material
5 YDS	Hot Mix

Calls responded to:

Number	Type
7	Dispatched – accidents, spills, debris
13	Requests
3	Block Parties



Hobbs Express

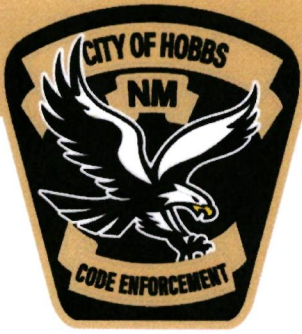
Monthly Report - NOVEMBER 2025

Passenger Activity	Prior Month Oct-25	Reporting Month Nov-25
No. of Elderly Passengers	729	341
No. of Non-Ambulatory Passengers	62	61
No. of Disabled Passengers	286	210
No. of Other Trips	3955	2653
Total Passenger Trips	5032	3265

Total Bus Route Trips	2582	1924
Total Demand Response/Paratransit Trips	2146	1341
Total Passenger Trips	4728	3265

Vehicle Statistics	Prior Month Oct-25	Reporting Month Nov-25
Total Vehicle Hours	641	477
Total Vehicle Miles	9,583	7,272

Revenue Collected	Prior Month Oct-25	Reporting Month Nov-25
Total Fares Collected	\$ 2,792.38	\$ 2,028.81



December 1, 2025

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

From: Community Services Superintendent Jessica Silva

[Signature] 12/14/25

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

Code Warnings	149	Condemnations	0
Code Citations	17	Condemnations Dem.	0
Code Calls	197	Discovery Request	6
Animal Warnings	13		
Animal Calls	229		
Animal Citations	3		
Follow Ups	212		
Search Warrants	4		
Court Orders/Petitions	3		
POSD	20		
Public Service Calls	21		

✉ jsilva@hobbsnm.org

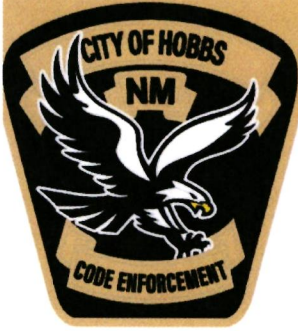
📞 575.391.4178

🏠 700 N. Grimes Hobbs NM,
88240


ACCREDITED BY

American Association of Code Enforcement





DEC 4,2025


To: Chief August Fons
Deputy Chief Wade Lyons
Captain Marina Barrientes
Community Services Superintendent Jessica Silva  12/4/25

From: Community Services Administrative Assistant N'kya White

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

COMMUNITY SERVICES END OF MONTH REPORT (NOVEMBER)

We Volunteer! Group Events	1
HAAC Volunteer Hours	39.45
HAAC Community Service Hours	40.20
Volunteer Sign Ups	34
Community Services Sign Ups	9
Business Certificate of Excellence	0
Warrants Entered	14

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

ACCREDITED BY

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

December 2, 2025

To: Chief Fons
Captain Barrientes
Superintendent Silva

From: HAAC Manager Missy Funk

A handwritten signature in blue ink, followed by the date "12/4/25" written in the same ink.

Subject: Monthly Statistics HAAC – November 2025

Total Revenue Collected:	Animal Pick Ups:	\$ 275
	Permits/Tags:	\$
	Reclaims:	\$ 330
	Adoptions	\$
	Cat traps	\$ 180
	<u>Sterilizations:</u>	<u>\$ 20</u>
		\$ 805

Community Support:

Low-Cost Spay/Neuter	94 requests- 159 procedures performed
Managed Intakes	11
Free Vaccines	
Food Pantry	Just helping all that we can 😊
Microchip	

HAAC currently has 53 dogs in custody and 3 cats, 3 dogs and 6 cats in foster

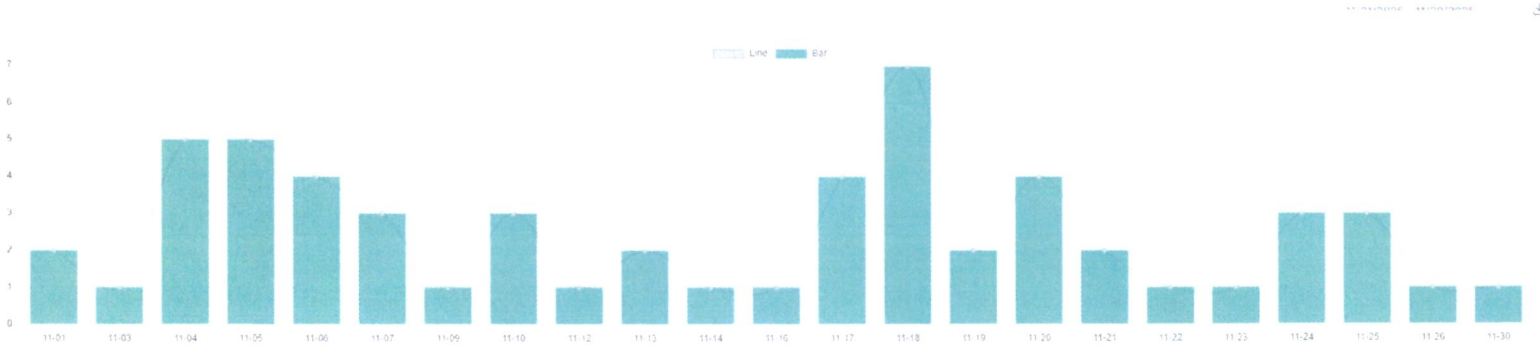
Field Services Stats

Field Services Case Stats

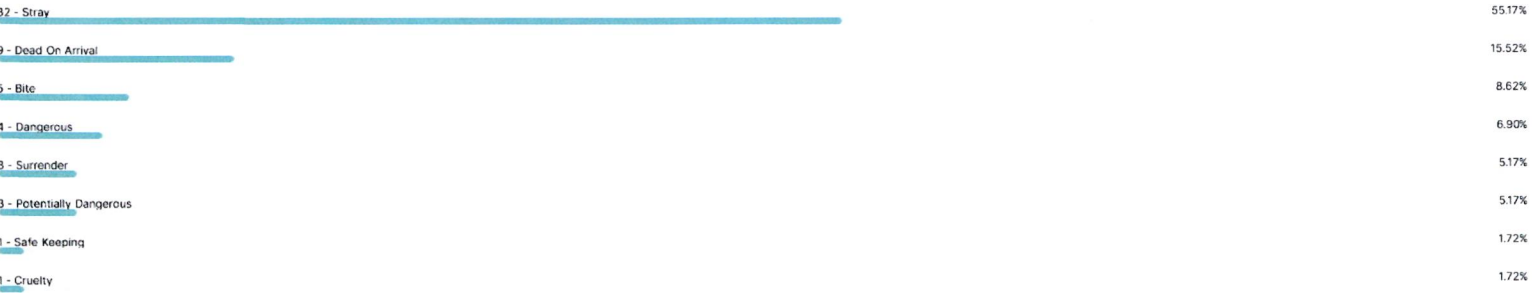
50 Field Service Cases (1 - Last month)

AVG LENGTH OF CASES
24.56 Days

MEDIAN LENGTH OF CASES
0.00 Days



Case Type Jurisdiction Source Species Resolutions Officers



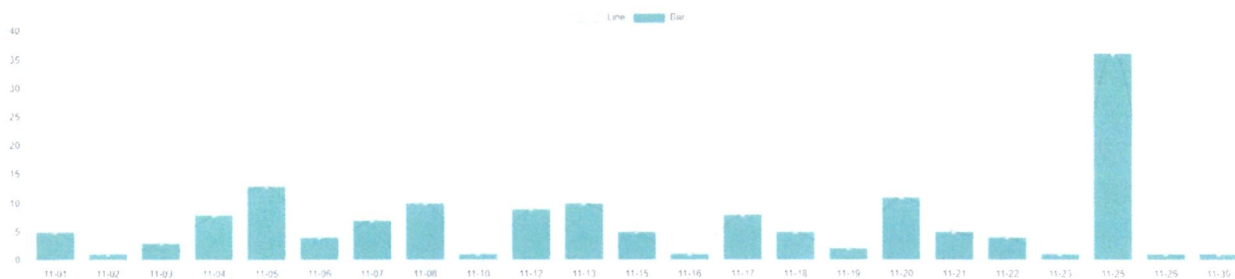
Outcome Stats

Outcome

151 outcomes) - Last month



LRR 67.83% | Avg LOS 14.98 days | Median LOS 6.04 days



55 Adopted	36.42%
46 Shelter Euthanasia	30.46%
33 Transfer Out	21.85%
9 Return To Owner	5.98%
8 DOD	5.30%

Outcome Table

	Dog	Cat	Other	Total
Adopted	33	22	0	55
Transfer Out	33	0	0	33
Return To Owner	8	1	0	9
Return To Field	0	0	0	0
Owner Requested Euthanasia	0	0	0	0
Shelter Euthanasia	39	7	0	46
Died In Care	0	0	0	0
Lost	0	0	0	0
DOA	4	4	0	8
Totals	117	34	0	151

Live Release By Species

Species	Live Release Rate
Dog	63.25%
Cat	67.65%

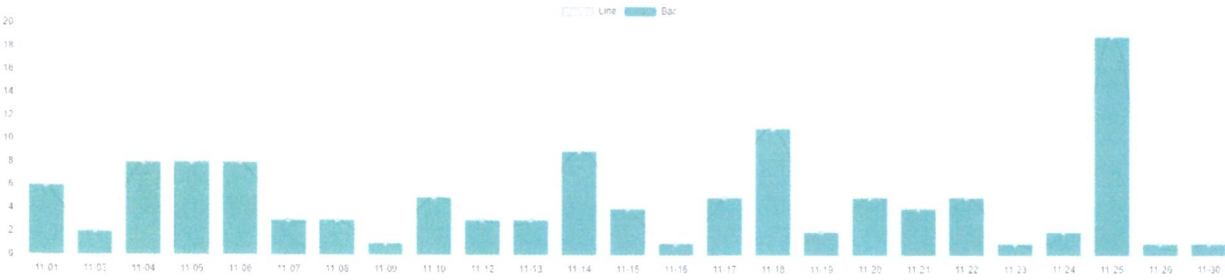
Euthanasia Reason

Species	Behavioral	Medical	Other	Unknown
Dog	29	10	0	0
Cat	1	6	0	0

Intake Stats

Intake
120 intake(s) - Last month

Avg LOS 6.78 days | Median LOS 4.00 days



Intakes	Species
59 Animal Control Admission	49.17%
42 Owner Surrender	35.00%
18 Stray	15.00%
1 Adoption Return	0.83%

	Dog	Cat	Other	Total
Stray	7	11	0	18
Owner Surrender	32	10	0	42
Transfer In	0	0	0	0
Adoption Return	1	0	0	1
Animal Control Admission	50	9	0	59
Born In Care	0	0	0	0
DOA	0	0	0	0
Totals	90	30	0	120



HOBBS POLICE DEPARTMENT

December 09,2025

To: Marina Barrientes, Captain of Agency Support

From: Linda Saiz, Records Administrator

Re: November 2025 Records Numbers

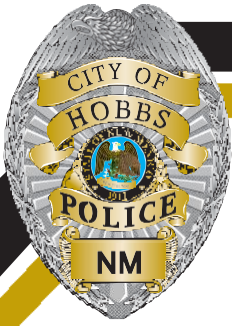
- Uniform Traffic Citations 362
- Warning Citations 88
- Misdemeanor Citations 5
- Arrest Reports 158
- Completed Reports 527
- Completed Supplements 234
- Completed Accident reports 107
- Criminal Trespass 21
- Warrants 123
- Recalled warrants 13
- IPRA Requests: 532
- Discovery Requests 88

Completed cannabis expungements: 13

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

December 9 ,2025

To: Marina Barrientes, Captain of Agency Support

From: Linda Saiz, Records Administrator

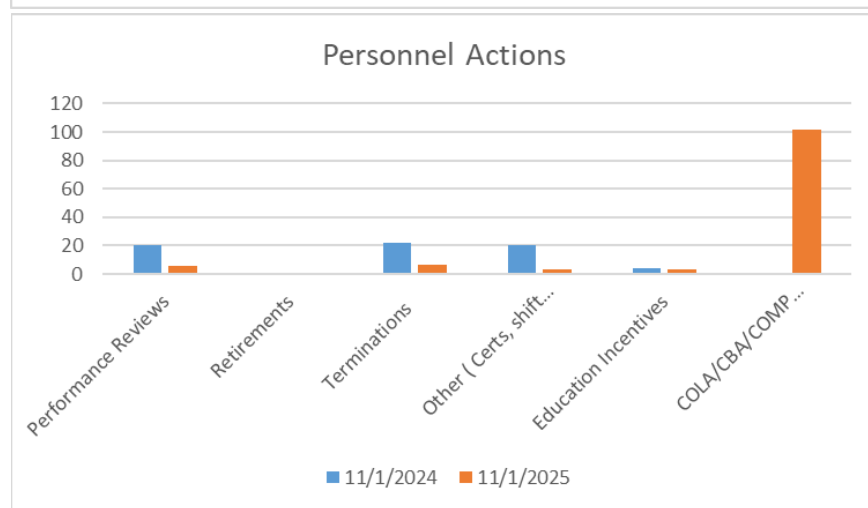
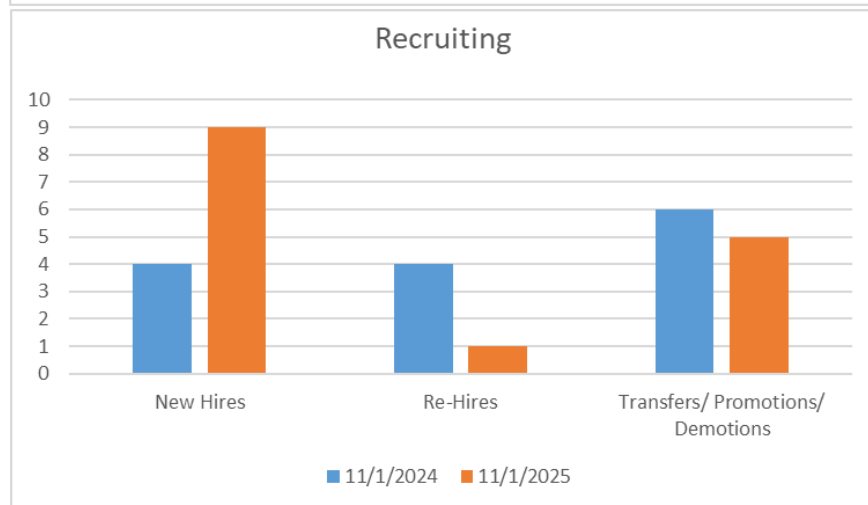
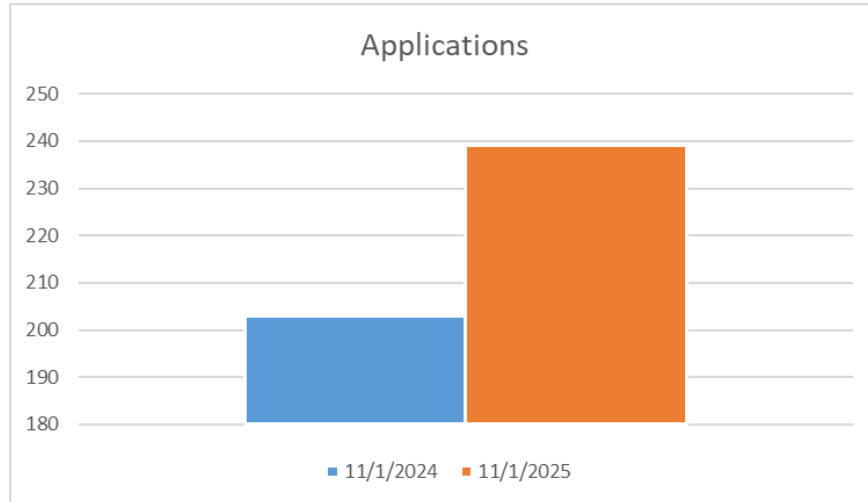
Re: November 25 Records Numbers

	TOTAL RPTS	TOTAL RPTS	%CHNG	Year to Date 2024	Year to Date 2025	%CHNG
November 2024/2025			2024/2025			
	2024	2025				
REPORTED CRIMES	364	284	-22%	4,387	3,762	-14%
CALLS FOR SERVICE	3,430	2,989	-13%	44,191	38,213	-14%
ARRESTS	223	158	-29%	2218	1,990	-10%
MURDER	0	1	100%	10	5	-50%
RAPE	6	1	-83%	31	25	-19%
ROBBERY	1	0	-100%	30	19	-37%
ASSAULTS AND BATTERY	77	64	-17%	913	837	-8%
BURGLARY	26	20	-23%	647	310	-52%
LARCENY	34	33	-3%	703	495	-30%
SHOPLIFTING	65	25	-62%	337	331	-2%
AUTO THEFT	10	12	20%	216	149	-31%
ARSON	0	1	100%	13	1	-92%
FORGERY	0	0	0%	4	10	150%
FRAUD	2	11	450%	80	92	15%
EMBEZZLEMENT	4	0	-100%	22	23	5%
REC. STOLEN PROPERTY	3	2	0%	6	19	217%
VANDALISM	64	44	-31%	985	729	-26%
WEAPONS OFFENSES	3	2	-33%	34	27	-21%
DOMESTIC VIOLENCE	31	25	-19%	386	356	-8%
ASSAULTS/BATTERY ON PO	8	4	-50%	43	40	-7%
SHOOTING AT/FM MV OR DWELLING	4	0	-100%	74	38	-49%
CITATIONS ISSUED	403	362	-10%	3,871	4,524	17%
DWI	10	12	20%	85	118	39%
TRAFFIC CRASHES	115	107	-7%	993	1162	17%

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Application Source

Source	Total
Billboard / Sign	1
Chamber of Commerce Website	1
City of Hobbs Website	99
Facebook	1
Friend / Family	38
Governmentjobs.com	11
Indeed.com	55
Job Fair	0
LinkedIn	7
Municipal League	0
New Mexico Department of Labor	5
Newspaper	0
Other	20
Radio	1
Recruiter	0
Unknown	0
Totals	239

New Position Postings

CORE Fitness Specialist	Golf Shop Clerk
Fire Captain	Human Resources Coordinator
Fire Inspector	Outreach Worker
Circulation Technician	

Safety Skills Training:

- None assigned with Open Enrollment

Team Involvement:

- Presented the FY26 Insurance Benefits to the Commission
- Began Open enrollment meetings
- Finalized CBA agreement with police and fire
- 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.

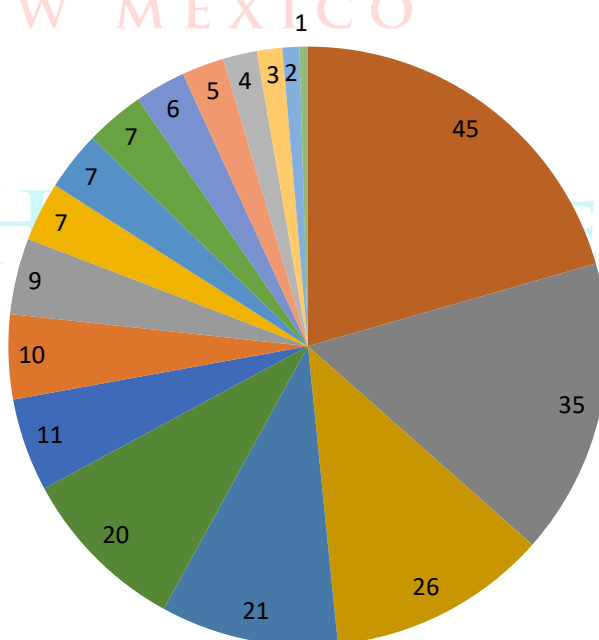
- ❖ **Technology Policies**
 - AR 15-02 – Technology Policy
- ❖ **I.T. Equipment (24 City of Hobbs facilities)**
 - Purchasing
 - Installation
 - Maintenance
 - Training
 - Research and Development/Planning
- ❖ **Computer**
 - Servers (62) (31 physical / 31 virtual)
 - Offsite replication
 - Desktops (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+ preparing for installation of new hardware and software
 - 5+ installing 2 new servers, will install 2 more in December
- ❖ Virtual Environment Upgrade
 - 40+ hours planning and upgrading all equipment on primary and backup environments

ISSUE TYPE	# OF TICKETS
2FA	13
Camera	1
Email	36
Hardware	23
Internet	0
Network	5
Other	7
Password Reset	5
PC Setup	9
Phone	3
Radio	6
Project	2
Research	0
Software	59
User Setup	26
Webpage	24
TOTAL	219

TOTAL TICKETS - 219



- Human Resources
- IT Department
- Police Department
- Clerks
- Recreation
- Parks and Open Spaces
- Finance
- City Manager
- Fire Department
- Legal
- Utilities
- Engineering
- Communications
- Municipal Court
- General Services
- Mayor/Commission



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

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

- ❖ Hobbs City Commission – Medjine Desrosiers-Douyon (11/03; 11/17)
- ❖ Hobbs City Commission – Ayana I Estrada (11/03; 11/17)
- ❖ Cemetery Board – Ayana I Estrada (N/A)
- ❖ Community Affairs Board – Ayana I Estrada (N/A)
- ❖ Library Board – Ayana I Estrada (11/05)
- ❖ Lodger's Tax Board – Medjine Desrosiers-Douyon (N/A)
- ❖ Planning Board – Ayana I Estrada (11/18)
- ❖ Utilities Board – Amber Leija (N/A)
- ❖ Labor Relations Board – Medjine Desrosiers-Douyon (N/A)
- ❖ Veterans Advisory Board – Amber Leija (N/A)

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

❖ Public Hearings/Presentations	0
❖ Agenda Items drafted	7
❖ 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	37

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 and Deputy City Attorney Ayana E Estrada, represent the City of Hobbs in property disputes, employment matters, and other civil issues, advises management and elected officials on legal issues and also oversees the operations of the City Attorney's Office.

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

Criminal Litigation:

❖ Pretrial Release Hearings:	2
❖ Probation Violations:	2
❖ Pretrials (Pro Se):	159
❖ Pretrials (Attorney):	36
❖ Trials:	15
❖ Dangerous Dogs/Petitions:	0
❖ DWI Cases:	3
❖ Shoplifting Cases:	0
❖ Appeals in District Court:	0
❖ Criminal Pleadings (Mun/Dist.)	70

❖ Subpoenas:	53
❖ Clio Case Entries:	71
❖ Discovery Submissions	85

Property Matters:

❖ Condemnation Reviews	0
❖ Property Purchases Reviews	3
❖ Property Contract Doc Reviews	3
❖ Property Correspondence	5
❖ Foreclosures Filed	0
❖ Property Liens Filed	5

Civil Litigation:

❖ Civil Pleadings	6
❖ Civil Depositions	0
❖ Civil ADR:	1
❖ Demand Letters:	1
❖ Misc. Hearings (State/Fed.):	0
❖ Discovery Submissions:	4

Miscellaneous:

❖ Trainings:	0
❖ Witness Interviews:	8
❖ In-office consultations:	50
❖ Letters/Correspondence:	1,201

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
Municipal Court –November 2025

Monthly Cases:

Traffic Citations	346
Misdemeanor Citations	12
Environmental Citations	19
Fire Code Violations	0
AGG. DWI	5
DWI – 1 st	3
DWI – 2 nd	<u>0</u>
Total	385

Courtroom Activity:

Video Arraignments (Jail)	52
Court Appearances – A.M.	36
Court Appearances- P.M.	58
Virtual Court	12
Special Settings	2
Pretrial Court Appearances	59
Trial/Change of Plea Cases/PV Hearing	<u>23</u>
Total	242

Other Activity:

Summons issued	456
Warrants issued	<u>44</u>
Total	500

Fines/Fees Assessed based on Conviction:

Fines	\$46,903.00
Fee	<u>\$3,580.25</u>
Total	\$50,483.25

Fines/Fees Collected:

Fines	\$36,768.00
Copy Fee	6.25
Penalty Assessment Fee	3,143.25
Automation Fee	92.00
Judicial Education Fee	47.00
Correction Fee	323.00
DWI Prevention Fee	94.00
DWI Lab Fee	<u>121.00</u>
Total	\$40,594.50

Parks & Open Spaces Department

November 2025 Report



IT ALL HAPPENS HERE.

1. Cemeteries had 15 interments
2. Graffiti received 5 reports this month
3. Parks completed 25 environmental lots
4. Cemetery hosted the 2nd Annual El Dia de los Muertos celebration
5. Holiday decorations going up all throughout the city and we are receiving compliments everyday
6. Golf is trying out an autonomous mower
7. Department assisted with the Veterans Day Event and Music and Murals Festival
8. POSD hosted annual department retreat that provided presentations along with employee engagement dealing with Conflict Resolution, Empowering Employees, Trends in Public Parks and Team Building Exercises
9. Training on Brush Chipper, Chipper Truck, Chain Saws, Tree Pruning/Removal and Stump Grinder
10. New Site Dumper for Cemetery was delivered
- 11.1 new employee 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 - November 2025**

Divisions

CORE Recreation Rockwind Clubhouse Senior Center Teen Center

CORE

Compared to November 2024, the CORE realized almost \$28,000 in additional revenue. Participation dipped, due to the decks in both the competition pool and leisure pools being repaired. The notable activities at the CORE during November 2025 included: Veterans Appreciation Weekend, The Tori Invitational Swim Meet, Homeschool PE Potluck, Veterans Appreciation Pickleball Tournament, Adult Soccer League – 20 teams. There was also a substantial increase in group fitness class participation during the month.

CORE Participation and Revenue:

November 2025 Participation 16,041
November 2025 Revenue \$69,855.35

For Comparison Purposes:

October 2025 Participation	25,443	November 2024 Participation	20,136
October 2025 Revenue	\$81,447.05	November 2024 Revenue	\$41,966.70

Additional November 2025 Details:

Annual Passes Sold	29	COREkids Participation	1,165
Monthly Passes Sold	15	Group Fitness Classes	335
Weekly Passes Sold	14	Tours/Participants	22/42
Day Passes Sold	2,208	Facility Rentals	39

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 November 2025:

	<u># Meals</u>	<u>Donations Received</u>
November 2025 Congregate Meals Served	1,401	\$1,083.48
November 2025 Home Delivered Meals	2,412	\$ 924.00
November 2025 Totals	3,813	\$2,007.48
For comparison purposes: October 2025 Totals	5,183	\$2,912.39
November 2024 Totals	3,679	\$2,371.41

Duplicated Recreation Activities:	535	Duplicated Exercise Activities:	670
Transportation/Transportation Donations:	435/\$233.00	Assessment/Reassessment:	82

Recreation

- Late Fall Adult Art Class has 28 participants
- The annual Light Up the Night Christmas Decoration Contest began and entries are being accepted. A category for businesses was added this year.
- There were 60 Park Pavilion rentals during the month
- Advertising began for the Father/Daughter Dance

Aquatics

- Aquatics staff continue to provide mandatory weekly in-service trainings for Lifeguards
- The Hobbs High School Swim Team conducted a time trials meet
- Deck renovations started around the competition and leisure pools
- The Tsunami Swim & Dive Team had 24 participants for the month
- Renovations began on the deck of the Competition Pool at the CORE
- Three (3) CORE Pool Managers attended a Lifeguard Instructor (LGI) Course

Rockwind Community Links Clubhouse

The total number of rounds of golf played at Rockwind in November 2025 (2,573), increased when compared to both October 2025 (2,279), and November 2024 (1,910). There are no events or tournaments at Rockwind during the month. Staff has started to receive requests for tournaments for 2026, and will be working on finalizing the schedule in November and December. The next tournament will be the annual Super Bogey Bowl.

Rounds, November 2025: 2,573
Revenue, November 2025: \$80,334.67

For Comparison purposes:

Rounds, October 2025:	2,279	Rounds, October 2024:	1,910
Revenue, October 2025:	\$96,327.94	Revenue, October 2024:	\$67,834.00

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 hosted their annual Thanksgiving meal for teens

RISK MANAGEMENT REPORT

November 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 a few open claims with Legal Department.
- Reviewed insurance monthly loss runs report.
- Reviewed & processed for payment 0 application(s) for notary bond or inspection bond.
- Finalized TPA agreement with insurance agents.
- Endorsed 1 new vehicle and/or equipment to city's insurance policy.
- Reviewed 33 Incident Reports from various city departments, associated police reports and video footage; established claims where required.
- Reviewed 10 property damage incidents on behalf of the City of Hobbs.
- Reviewed vendor COIs for upcoming events, projects and contracts.
- Sent 1 demand letters for at fault claims.
- Received and reviewed Tort Notices.
- Issued multiple purchase orders to repair city vehicles.
- Completed required monthly safety training.
- Attended Commission meetings.

UTILITIES DEPARTMENT

WATER DEPARTMENT		2024	2025	
CLASS	ACTIVE ACCOUNTS	<u>Billed gallons</u> <u>November 2024</u>	ACTIVE ACCOUNTS	<u>Billed gallons</u> <u>November 2025</u>
		<u>October</u> <u>Consumption</u>		<u>October</u> <u>Consumption</u>
Residential	11,903	112,543,775	12,156	99,734,469
Commercial	1,882	52,224,915	1,865	45,819,235
City Accounts	212	18,843,045	119	13,342,997
School Accounts	66	7,477,707	66	7,738,358
Irrigation	293	8,898,949	247	7,007,621
Unbilled Maintenance		3,500,000		4,800,000
	14,356	203,488,391	14,453	178,442,680

LABORATORY	November 2024	November 2025
Total Drinking Water Tests	41	41
Total Wastewater Tests	667	644
Liquid Waste Received (gallons)	83,480	202,380

WASTEWATER RECLAMATION FACILITY		
Influent (Million Gallons)	97.535	91.089
Effluent (Million Gallons)	90.798	85.884
Solids Removed (Dry Pounds)	78,369	101,761

WATER PRODUCTION REPORT - NOVEMBER 2025

WATER PRODUCED

Total monthly water produced, million gallons	148,390,000
Total monthly water distributed, million gallons	149,149,000

CHLORINE

Monthly chlorine average residual, milligrams/liter	0.6
Monthly chlorine gas dosed to system (lbs)	1,249

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 NOVEMBER 2025

WORK DESCRIPTION

Meter lid replacement	35
Meter box replacement	23
Meter stop / valve replacement	28
Meter change out 3/4"	50
Meter change out 1"	20
Meter change out 2"	15
Meter change out 3"	2
Meter change out 4"	2
Meter change out 6"	0
Set new 3/4" meter	18
Set new 1" meter	0
Set new 2" meter	17
Set new 3" meter	0
Set new 4" meter	2
Set new 6" meter	0
Service lateral leaks/repair	89
Service lateral replacement	28 qty - 300 feet
New Service Lateral	22 qty - 250 feet
Low water pressure investigation	21
Water quality investigations	18
Main line leaks/repair	14
Main line replacement (feet)	160
Valve maintenance	80
Valve new install/replacement	12
Fire hydrant maintenance	16
Fire hydrant repair/replacement	5
Fire hydrant meter maintenance	6
Fire hydrant meter set	8
New fire hydrant installed	2
Vehicle/equipment maintenance hours	0
Unaccounted/unmetered water loss	4,100,000
Miscellaneous afterhour calls	25
Emergency Call Outs (From 6:00pm to 7:00am)	143

WORK DESCRIPTION

QUANTITY

Manhole maintenance	120
Manholes cleaned	83
Sewer main line cleaned (feet)	24,800
Sewer stoppages	28
Sewer main line video inspections	2
Odor complaints	14
Sewer pre-treatment additives	500 gallons

Property damage from sewer	0
Sewer main line repair/replacement	20 feet
New sewer main line installation	0 feet
New backflow valve installation	0
Backflow valve maintenance	0
Lift station maintenance	8/weekly