



## **CITY MANAGER'S MONTHLY REPORT**

February, 2025

200 East Broadway  
Hobbs, NM 88240  
[www.hobbsnm.org](http://www.hobbsnm.org)



Mayor  
Sam D. Cobb

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

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**CITY MANAGER**

City Manager  
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  
Amelia Maldonado  
Jacque Pennington

**CITY ENGINEER**

City Engineer  
Development Director  
Building Official

Anthony Henry  
Vacant  
Scott Shed

**COMMUNICATIONS DEPT.**

Communications Director  
Marketing Coordinator

Vacant  
Chad Littlejohn

**FINANCE DEPARTMENT**

Finance Director  
Assistant Finance Director  
MVD Manager

Toby Spears  
Deborah Corral  
Anna Villalobos

**FIRE DEPARTMENT**

Fire Chief  
Deputy Fire Chief  
Deputy Fire Chief

Mark Doporto  
Ryan Herrera  
Adam Marinovich

**GENERAL SERVICES DEPT.**

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

Shelia Baker  
Mario Silva  
Shawn Smith  
Eddie Trevino  
Bryan Ussery

**HUMAN RESOURCES DEPT.**

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

Nicholas Goulet  
Tracy South  
Selena Estrada

**INFORMATION TECHNOLOGY DEPT.**

I.T. Director  
Assistant I.T. Director

Christa Belyeu  
Matt Blandin

**LEGAL DEPARTMENT**

City Attorney  
Deputy City Attorney  
Assistant City Attorney

Valerie Chacon  
Medjine Douyon  
Amber Leja

**LIBRARY SERVICES**

Library Director  
Assistant Library Director

Nichole Lawless  
Melody Maldonado

**MUNICIPAL COURT**

Municipal Judge  
Court Administrator

Bobby Arther  
Shannon Arguello

**PARKS & OPEN SPACES DEPT.**

POSD Director  
Rockwind Superintendent  
Parks Superintendent  
Sports Fields Supervisor

Bryan Wagner  
Matt Hughes  
Lou Maldonado  
Josh Dellinges

**RECREATION DEPT.**

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

Doug McDaniel  
Lyndsey Henderson  
Ben Kirkes  
Michal Hughes  
Mary Puccio

**POLICE DEPARTMENT**

Police Chief  
Deputy Chief  
Code Enforcement Supt.  
HAAC Superintendent

August Fons  
Vacant  
Jessica Silva  
Missy Funk

**UTILITIES DEPARTMENT**

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

Tim Woomer  
Bill Griffin  
Todd Ray  
Kaylyn Lewis



## *CITY MANAGER'S OFFICE*

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200 East Broadway  
Hobbs, NM 88240

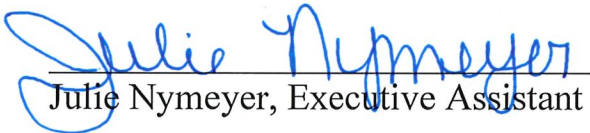
Office: (575) 397-9206  
Email: [jnymeyer@hobbsnm.org](mailto:jnymeyer@hobbsnm.org)

**Julie Nymeyer**  
Executive Assistant

April 1, 2025

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

Attached is the City Manager's Monthly Report for the month of February, 2025. This report provides general and performance information to the City Commission and the public on programs and services provided by the City. The data is compiled internally by each department/division for the purpose of improving services, responsible budgeting and enhancing transparency in local government.

  
Julie Nymeyer, Executive Assistant



**CITY CLERK'S OFFICE**  
*Monthly Report - February 2025*

	Dec-24	Jan-25	Feb-25
Business Registrations - New	9	13	13
Business Registrations - New Owner	0	0	2
Business Registrations- Change of Address	2	8	2
Renewals	9	1137	213
Web Payment Renewals	0	0	0
Total Business Registrations Activity	18	1150	226
Active Business Registrations for the Month	2345	2296	2312
Fireworks	0	0	0
Junk Yard Licenses	0	2	0
Liquor License	0	0	0
Mobile Business Licenses	0	0	2
Pawn Brokers	0	0	0
Secondhand Dealer's Licenses	0	0	0
Solicitor's Permit	0	1	0
Temporary Vendor's Licenses	0	0	2
Cemetery Deeds Issued/Processed	17	0	44
Public Documents Notarized	122	131	140
Public Records Request	27	27	34
Regular City Commission Meetings 2/3/25 2/18/25	2	2	2
Special City Commission Meetings	0	0	0
City Commission Work Session/Closed Meetings 2/3/25	1	0	1
Notice of Potential Quorum	0	0	1
Resolutions and Ordinances Attested	6	5	9
Consideration of Approval	8	5	2
Total Volume of Transactions on Tyler Cashiering	307	1,476	474
Total Amount	\$ 705,377.29	\$ 629,993.48	\$ 988,801.92
Web Payments Online for All Departments	\$ -	\$ -	\$ -
Grand Total	\$ 705,377.29	\$ 629,993.48	\$ 988,801.92



# COMMUNICATIONS DEPARTMENT

## FEBRUARY 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

29.6K ↓ 7.9%

##### Content Interactions

1.2K ↓ 40.1%

##### Followers

Lifetime  
12K

##### Link Clicks

42 ↑ 55.6 %

#### INSTAGRAM STATS

##### Reach

1.8k ↓ 26.1%

##### Content Interactions

133 ↓ 37%

##### Followers

Lifetime  
2.4K

##### Link Clicks

0 0%

Our followers on socials were quieter in February, though posts focusing on people, and projects/events affecting people, continue to gather the most attention. Posts regarding the NAACP Awards Banquet, employee milestones, construction around a railroad intersection, and a weekly calendar were among those to be seen the most. Our department continues to create fun, engaging content for other departments, including an increase in video content to drive interest even before events arrive.

### SIGNIFICANT ACTIONS THIS MONTH

REACHED 5,360 USES OF  
TEXTMYGOV

ROCKWIND 2025  
TOURNAMENTS  
CALENDAR

HOTEL KEYCARDS  
FEATURING CORE  
ADVERTISING WENT LIVE

CREATED FLYERS &  
RECORDED RADIO ADS  
FOR SEVERAL  
DEPARTMENTS

Created teaser video for for CORE Spring Break "Staycation" and CORE Easter Egg Dive. Videos are utilizing some AI elements where appropriate to add value.

Created Sponsor Flyer for Downtown Slam & Jam Gus Macker Tournament.

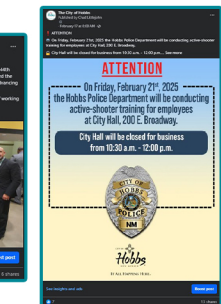
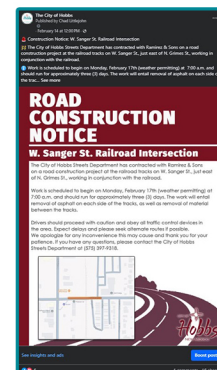
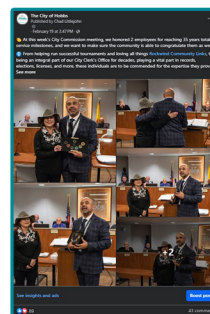
3-month campaign exclusively featuring CORE advertising on hotel keycards at Woodspring Suites went live for all guests.

Created "Crosswalk Safety 101" post featuring dancers from Studio M School of Dance and Music, a fun idea sent by Commissioner Mills & City leadership. Moving forward, more posts utilizing citizens to highlight initiatives (traffic safety, infrastructure improvements, etc), is worth exploring for greater attention & impact.

Using "National Day Of..." posts to highlight COH departments or elements when possible (National Library Lover's Day on Valentine's Day,

### TOP SOCIAL POSTS THIS MONTH

All occurred on Facebook. Posts were seen by 7.9k, 4.5k, 4.4k, 4.2k, & 4k people respectively, for an overall quieter month.



## CITY OF HOBBS BUILDING DEPARTMENT REPORT

### Total Type of Construction

for period ending February 01, 2025 - February 28, 2025

<b>Commercial</b>		<b>#OF PERMITS</b>
COMM MECHANICAL	Commercial	4
COMM PLUMBING	Commercial	7
COMM SEWER TAP & EXCAVATION	Commercial	1
COMMERCIAL ADDITION	Commercial	0
COMMERCIAL CANOPY	Commercial	1
COMMERCIAL DEMOLITION	Commercial	3
COMMERCIAL ELECTRICAL	Commercial	18
COMMERCIAL FENCE	Commercial	1
COMMERCIAL REMODEL	Commercial	1
COMMERCIAL RE-ROOFING	Commercial	3
COMMERCIAL SIGN	Commercial	5
COMMERCIAL STORAGE	Commercial	0
COMMERCIAL TOWERS	Commercial	0
FIRE ALARM SYSTEM	Commercial	4
NEW COMMERCIAL	Commercial	4
SPRINKLER SYSTEM	Commercial	0
INDUSTRIAL EXCAVATION		1
<b>TOTAL</b>		<b>53</b>

<b>Residential</b>		<b>#OF PERMITS</b>
RES MECHANICAL	Residential	4
RES PLUMBING	Residential	42
RES SEWER TAP & EXCAVATION	Residential	7
RESIDENTIAL ADDITION	Residential	2
RESIDENTIAL CURB CUTS & DRIVEWAY	Residential	1
RESIDENTIAL DEMOLITION	Residential	3
RESIDENTIAL DETTACHED	Residential	1
RESIDENTIAL DUPLEX	Residential	4
RESIDENTIAL ELECTRICAL	Residential	27
RESIDENTIAL FENCE	Residential	1
RESIDENTIAL MANUFACTURED HOME	Residential	1
RESIDENTIAL REMODEL	Residential	6
RESIDENTIAL RE-ROOF	Residential	84
RESIDENTIAL SINGLE FAMILY	Residential	15
RESIDENTIAL SOLAR	Residential	3
RESIDENTIAL STORAGE	Residential	0
RESIDENTIAL SWIMMING POOL	Residential	0

<hr/>	
TOTAL	201
COMMERCIAL	53
RESIDENTIAL	201
<hr/>	
TOTAL	254



**ENGINEERING / PLANNING  
TRAFFIC / GIS-MAPPING DEPARTMENTS  
MONTHLY REPORT  
FEBRUARY 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
<b>Permanent / Temporary Addresses:</b> <i>*Includes Master Subdivision Addresses</i>	2	40	45	6

**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)

**February 2025**

**ArcGIS Arcade Training:** A member of the GIS Division attended an instructor-led course offered by ESRI on ArcGIS Arcade. Arcade is a modern scripting language introduced in recent years to replace VBScript in ArcGIS Pro, Online, and Enterprise. It is cross-compatible across ESRI products, making it a valuable tool for enhancing maps and enabling more complex backend automation. The GIS Division aims to have all members trained in Arcade by the end of the fiscal year.

**ISO Data Project:** The Hobbs Fire Department (HFD) requested GIS Division assistance for their ISO project, needing data on buildings three stories or taller and the tallest building in each fire district. Since building height was only in Address Points, not building polygons, GIS created a new layer with height and district data. Heights were verified using Eagle View (provided by the County).

**Adding Department to the GIS:** The GIS Division added General Services and the Hobbs Fire Department to the GIS Portal, providing access to valuable GIS data for their daily operations. Initial basic maps were set up, with plans for future enhancements as needed.

**Water Meter Project:** The Water Office requested Engineering's help in reviewing meter location data from an outside contractor. The task was assigned to GIS, requiring both fieldwork and advanced ArcPro analysis. GIS collected data in two project areas (Zia Crossing and Alley east of Turner and North of Lea) using Mapping and Survey-grade



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

GNSS units. They analyzed the data and found that both the Water Office and contractor locations were slightly off from real-world positions.

**Midwest Project Data Collection:** The GIS Division and Engineering Department began collecting data along the eastern end of Midwest St. to be used for the pavement and sidewalk replacement design. Given the project's time sensitivity due to funding requirements, it remains a high priority whenever weather permits high-accuracy data collection.

**The Month's Buffer Maps:** During the month of February the GIS Division completed the following buffer maps (1) for use in Cannabis or Liquor License application. These maps required a detailed search for church and school properties in the area of the requested address to comply with the City of Hobbs' regulations.

TBA (819 N. Dal Paso St.)

**PLANNING DEPARTMENT:**

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The following is a summary of the historical growth statistics.

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

The Planning Board meeting was scheduled for February 18<sup>th</sup> at 10:00 a.m.

**Planning Board Summary:**

February 18<sup>th</sup> - The Planning Board reviewed and considered action on 5 items in a Regular Meeting:

- Review and Consider the Infrastructure Reimbursement Development Agreement with Youngs Mobile Home in the proposed South 40 Subdivision
- Review and Consider the RV Park Map Amendment for a proposed RV Park expansion for Get-R-Done RV Park.



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

- Review and Consider the RV/MHP Map Amendment for the proposed expansion of Goings Rd RV Park.
- Review and Consider the subdivision approval for 3921 W. Commanche Drive.
- Review and consider the sale of property and portion of City Railroad Spur in the North HIAP Subdivision



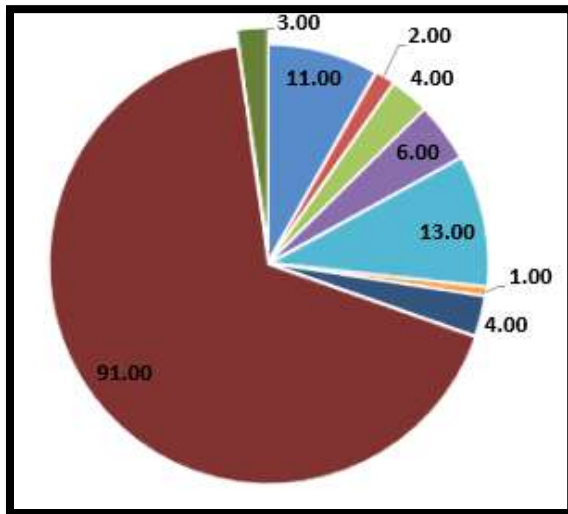
**ENGINEERING / PLANNING  
TRAFFIC / GIS-MAPPING DEPARTMENTS  
MONTHLY REPORT  
FEBRUARY 2025**

**TRAFFIC DIVISION:**

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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 = 11	18. LED Module Replace = 2	02. Minor Traffic Signal Repair = 4
23. New Sign Made = 6	26. Sign Install / Service = 13	27. Pole Straighten / Re-bolted = 1
28. Pole & Anchor Replace = 4	31. Inspected Intersections = 91	32. Int in Flash or Malfunction = 3

**Major Damage:**

- No major damage for the month of February.



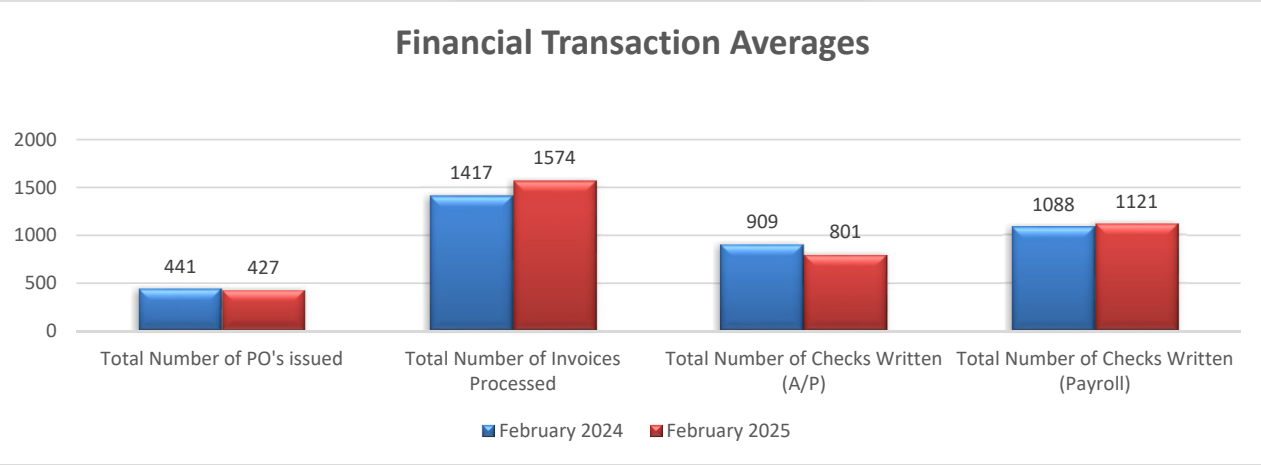
Monthly Measurement  
Finance Department  
Fiscal Year 2025

Cash Statistics	February 2024	February 2025
Beginning Cash Balance	188,051,113	196,342,552
Monthly Cash In (Revenue - all funds)	10,594,922	11,293,722
Monthly Cash Out (Expenditures - all funds)	9,746,800	10,382,622
Ending Cash Balance	188,391,120	198,263,584

Finance Transaction Statistics

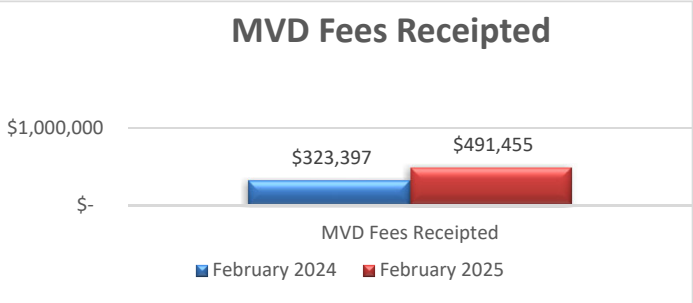
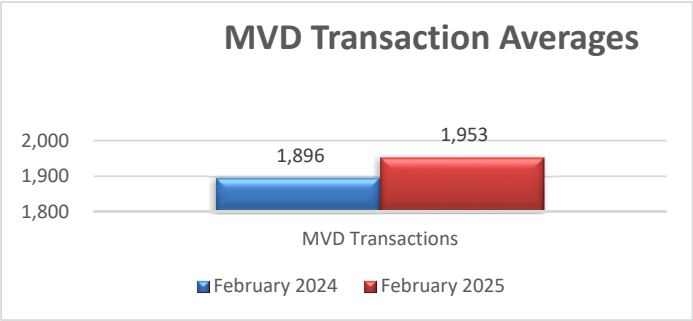
	February 2024	February 2025
Total Number of PO's issued	441	427
Total Number of Invoices Processed	1417	1574
Total Number of Checks Written (A/P)	909	801
Total Number of Checks Written (Payroll)	1088	1121

daily average	19
daily average	72
weekly average	160
bi-weekly average	561



MVD Statistics	February 2024	February 2025
MVD Transactions	1,896	1,953
MVD Fees Received	\$ 323,397	\$ 491,455

daily average	89
daily average	\$ 22,339





## February 2025

### General Services – Building Maintenance

Work performed by City Carpenters

4	T.V Removed
28	Items installed
7	Items removed
16	Furniture Assembled/ fix
2	Door Repairs
2	Doors Adjusted and grease
3	T.V Installed
32	Furniture Move
364	Drywall Patches and Painting
5	Roof Inspections
1	Roof Repair hatch
12	Drywall work
11	Items building

Location of work performed

268	City Hall
2	Senior Center
4	Fire department #3
40	Hobbs Police Dept. - HPD
32	Rock wind
3	Adoption center
11	CORE
70	Annex

2	Court
50	Shop
3	DMV
1	High school Sports Feels
1	Plumbing Shop

# February 2025 General Services – Electrical Dept.

Break down of work performed by the Electricians.

3	Light repairs
32	AC repairs
11	Heater repairs
15	General electrical work
13	CORE work

Location of work performed.

13	CORE
1	Library
13	City hall
10	Annex
5	PD
2	Fire stations
4	DA building
6	MVD
4	Parks
2	Senior center

## February 2025

### General Services – Plumber

Work performed by City Plumber

13	Toilet Repairs	4	Shower Repairs
3	Sink/Faucet Repairs	2	Pool Equipment Repairs
3	Water Leak	2	Water Fountains Repairs
2	Water Heater		
0	Sink Stoppage		
4	Drain Repairs		
3	Sewer Main Stoppage		
0	Ice Machine Repairs		
0	Vent Line Repairs		
0	Hose Bib Repairs		

Location of work performed

2	City hall	0	Animal Shelter
1	Police Dept.	2	Pools
2	Senior Center	1	Garage
2	Library		
5	Fire Stations		
1	Jail		
0	Municipal Court		
0	Rockwind		
11	Parks		
5	State Crime Lab		
0	State Police		

# February 2025 Street Department Monthly Report

Break down of work performed by the Street Department Crew:

Man Hours	Activity
232 HRS.	Street Sweeping
96 HRS.	Hot Mix
112 HRS.	Cold Mix Patching
264 HRS.	Alley Maintenance
56 HRS.	Maintenance
32 HRS.	Work in Welding Shop
8 HRS.	Building Brooms
104 HRS.	Meetings
200 HRS.	Hauling Trash
128 HRS.	Stockpiling
16 HRS.	Cemetery
37 HRS.	Parks
48 HRS.	Crack Seal

The total amounts of material hauled or used:

Quantity	Material
330 YDS	Sweepings
137 YDS	Alley Material
67 BGS	Cold Mix Bags Used
1002 YDS	Trash
168 YDS	Rough Caliche
12 YDS	Hot Mix
126 YDS	Millings
23 BGS	Crack Seal

Calls responded to:

Number	Type
12	Dispatched – accidents, spills, debris
10	Requests

## February - 2025

### General Services - Garage

In February - 2025 The City Garage had a total of 160 Repair Orders/Invoices. Of the 160 R.O./Invoices, 115 were repaired in house and 45 were out sourced. The monthly total outlay for the garage as well as subcontracted parts and labor totaled \$ 32,299.13 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	6	1	1,268.63	1,054.00	0.00	150.00	2,472.63
APM/BPM/CPM	8	15	656.46	442.00	1,507.39	0.00	2,605.85
Brakes	3	1	1,249.75	374.00	390.70	330.00	2,344.45
Charging	5	0	1,191.10	272.00	0.00	0.00	1,463.10
Engine	5	1	697.12	646.00	398.93	760.00	2,502.05
Filters	3	0	86.09	136.00	0.00	0.00	222.09
Fuel System	5	0	262.44	340.00	0.00	0.00	602.44
Hydraulics	2	0	328.71	289.00	0.00	0.00	617.71
Lighting	5	0	395.82	204.00	0.00	0.00	599.82
Miscellaneous Maintenance	42	4	1,468.47	3,417.00	823.59	912.00	6,621.06
Service Calls	9	0	0.00	850.00	0.00	0.00	850.00
Steering	3	0	1,690.37	1,190.00	0.00	0.00	2,880.37
Suspension	0	1	0.00	0.00	0.00	110.00	110.00
Tires	16	11	2,079.21	850.00	2,987.04	975.00	6,891.25
Towing Vehicles	0	1	0.00	0.00	0.00	130.00	130.00
Transmission	1	0	32.19	204.00	0.00	0.00	236.19
Wash Job	0	10	0.00	0.00	129.99	795.00	924.99
Wheels/Hubs/Bearings	2	0	123.13	102.00	0.00	0.00	225.13
<b>Monthly Total</b>	<b>115</b>	<b>45</b>	<b>11,529.49</b>	<b>10,370.00</b>	<b>6,237.64</b>	<b>4,162.00</b>	<b>32,299.13</b>

		# of R.O./Inv	Parts	Labor	Total
City Garage		115	11,529.49	10,370.00	21,899.49
Vendor		45	6,237.64	4,162.00	10,399.64
		160	17,767.13	14,532.00	32,299.13

# Hobbs Fire Department

## February 2025

Fire Alarms	Total
Alarms (City)	167
Alarms (County)	10
Alarms (Gaines)	0
<b>Total</b>	<b>177</b>

ZONES	Total
Zone 1 (NW City)	43
Zone 2 (NE City)	22
Zone 3 (SE City)	40
Zone 4 (SW City)	27
Zone 5 (NW County)	22
Zone 6 (NE County)	8
Zone 7 (SE County)	5
Zone 8 (SW County)	2
Out of District	8
<b>Total</b>	<b>177</b>

Dispatch to Enroute	Time
Station 1	2:10
Station 2	1:08
Station 3	1:07
Station 4	1:17
<b>Average</b>	<b>1:25</b>

Dispatch to Arrival	Time
Station 1	6:20
Station 2	4:01
Station 3	4:21
Station 4	6:51
<b>Average</b>	<b>5:23</b>

PREVENTION PROGRAMS	Total
Fire Investigations	5
Fire/Safety Inspections	87
Smoke Detectors Installed/Given	0
Public Education Activities	0
Plan Reviews	14
Burn Permits Issued	0
<b>Total</b>	<b>106</b>

Response By Station	Total
Station 1	84
Station 2	29
Station 3	43
Station 4	21
<b>Total</b>	<b>177</b>

Most Common	
Day	Wednesday
Time	08:00-08:59

FIRE DEATHS/INJURIES	Total
Fire Deaths	1
Fire Injuries	0

STRUCTURE FIRES	Total
Structure Fires	31

FALSE ALARM RESPONSE Total	
False Alarms	16

Training Hours	Hours
Fire Training	819.5
Hazmat Training	120
EMS Training	124
Officer Training	169
<b>Total</b>	<b>1232.50</b>



# Hobbs Fire Department

EMS Alarms	Total
Alarms (City)	670
Alarms (County)	5
Alarms (Gaines)	8
<b>Total</b>	<b>683</b>

ZONES	Total
Zone 1 (NW City)	267
Zone 2 (NE City)	114
Zone 3 (SE City)	126
Zone 4 (SW City)	111
Zone 5 (NW County)	12
Zone 6 (NE County)	33
Zone 7 (SE County)	1
Zone 8 (SW County)	17
Out of District	2
<b>Total</b>	<b>683</b>

Average Run Times	Time
Enroute	1:49
At Scene	4:51
On Scene Time	16:21
To Destination	12:20
Back in Service	32:11:00

Out of Town Transfers	Total
Lubbock	0
Midland	0
Odessa	0
Roswell	2
Carlsbad	7
Artesia	0
Airport/Helipad	11
<b>Total</b>	<b>20</b>

# February 2025

## Most Common

Day	Tuesday
Time	16:00-16:59

## Most Common Complain Total

MVC	14.49%
Sick Person	10.83%
Falls	8.78%

## Cardiac Arrest Responses Total

Cardiac Arrest	13
ROSC	4
ROSC = Return of Spontaneous Circulation	

EMS Billing	Amount
Billed	\$253,373.76
Collected	\$172,312.34







# Hobbs Express

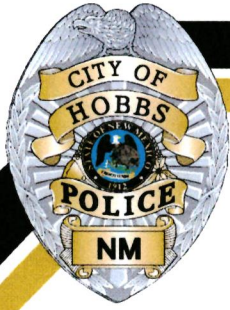
Monthly Report - FEBRUARY 2025

<b>Passenger Activity</b>	<b>Prior Month Jan-25</b>	<b>Reporting Month Feb-25</b>
No. of Elderly Passengers	679	688
No. of Non-Ambulatory Passengers	88	68
No. of Disabled Passengers	260	163
No. of Other Trips	3316	3516
<b>Total Passenger Trips</b>	<b>4343</b>	<b>4435</b>

<b>Total Bus Route Trips</b>	2518	2589
<b>Total Demand Response/Paratransit Trips</b>	1825	1846
<b>Total Passenger Trips</b>	<b>4343</b>	<b>4435</b>

<b>Vehicle Statistics</b>	<b>Prior Month Jan-25</b>	<b>Reporting Month Feb-25</b>
Total Vehicle Hours	772	711
Total Vehicle Miles	10,384	9,702

<b>Revenue Collected</b>	<b>Prior Month Jan-25</b>	<b>Reporting Month Feb-25</b>
Total Fares Collected	\$2,506.00	\$2,104.83



# HOBBS POLICE DEPARTMENT

March 4, 2025

To: Chief August Fons  
Captain Marina Barrientes  
Superintendent Jessica Silva

From: Code Enforcement Supervisor David Gough

Subject: Code Enforcement End of Month Report (February 2025)

*DB 3/4/25*

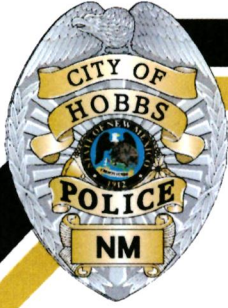
## CODE ENFORCEMENT END OF MONTH (February 2025)

Code warnings	194	Condemnation Demolitions	3
Code citations	17	Condemnation Abatement	1
Code calls	328	Condemnation Extension	1
Animal warnings	9		
Animal calls	260		
Animal citations	13		
Inoperable Vehicles	20		
Parking	23		
Search Warrants	5		
POSD	0		

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# HOBBS POLICE DEPARTMENT

March 3, 2025

To: Chief August Fons  
Captain Marina Barrientes  
Superintendent Jessica Silva

From: Community Services Administrative Assistant Evelyn Nunez

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

*[Handwritten signature]* 3/3/25

## COMMUNITY SERVICES END OF MONTH REPORT (FEBRUARY)

We Volunteer! Group Events	3
HAAC Volunteer Enrollment	26
HAAC Volunteer Hours	105
Community Service Enrollment	4
Environmental Warrants	10
Business Certificate of Excellence	1
Community Cleanup	1
Cleanup Volunteers	23

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## ***Hobbs Animal Adoption Center***

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

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

March 6, 2025

To: Chief Fons  
Captain Barrientes  
Superintendent Silva

From: HAAC Manager Missy Funk

A handwritten signature in blue ink, followed by the date "3/4/25" also in blue ink.

Subject: Monthly Statistics HAAC – February 2025

Total Revenue Collected:	Animal Pick Ups:	\$ 625
	Permits/Tags:	\$ 80
	Reclaims:	\$
	Adoptions	\$
	Cat traps	\$ 60
	<u>Sterilizations:</u>	<u>\$ 3355</u>
		\$ 4120

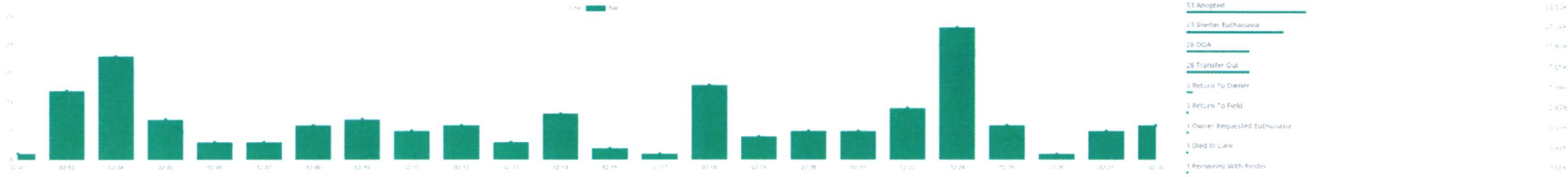
Community Support:

Low-Cost Spay/Neuter	82
Managed Intakes	15
Scheduled Low-Costs no show	2
Free Vaccines	1
Food Pantry	1
Microchip	175

HAAC currently has 70 dogs in custody and 0 cats, 3 dogs in foster

# Outcome Stats

LRR: 64.62% | Avg LOS: 14.25 days | Median LOS: 6.06 days



Outcome Table

	Dog	Cat	Other	Total
Adopted	39	14	0	53
Transfer Out	28	0	0	28
Return To Owner	2	1	0	3
Return To Field	0	1	0	1
Owner Requested Euthanasia	1	0	0	1
Shelter Euthanasia	38	5	0	43
Died In Care	1	0	0	1
Lost	0	0	0	0
DOA	11	17	0	28
Totals	121	38	0	159

Live Release By Species

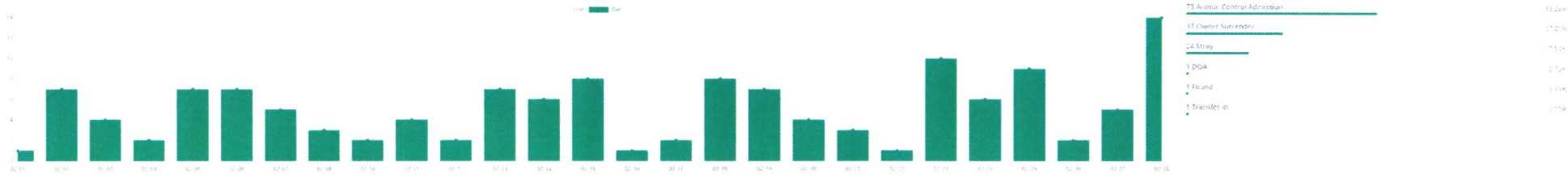
Species	Live Release Rate
Dog	27.5%
Cat	42.1%

Euthanasia Reason

Species	Behavioral	Medical	Other	Unknown
Cat	4	0	0	0
Dog	12	0	0	0

# Intake Stats

Avg LOS 6.65 days | Median LOS 3.99 days



	Dog	Cat	Other	Total
Stray	17	7	0	24
Owner Surrender	31	6	0	37
Transfer In	0	1	0	1
Adoption Return	0	0	0	0
Animal Control Admission	51	22	0	73
Born In Care	0	0	0	0
DOA	1	0	0	1
Totals	101	36	0	137



## HOBBS POLICE DEPARTMENT

March 5, 2025

To: Ricky Guerrero, Captain of Agency Support

From: Linda Saiz, Records Administrator

Re: February 2025 Records Numbers

- Uniform Traffic Citations 491
- Warning Citations 288
- Misdemeanor Citations 2
- Arrest Reports 191
- Completed Reports 475
- Completed Supplements 170
- Completed Accident reports 94
- Criminal Trespass 69
- Warrants 187
- Recalled warrants 57
- IPRA Requests: 415
- Discovery Requests 132

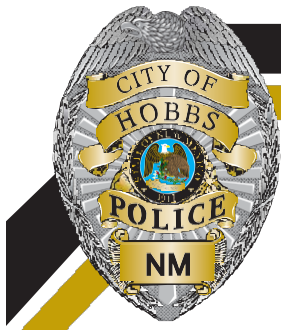
Completed cannabis expungements 10

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# HOBBS POLICE DEPARTMENT

March 5,2025

To: Ricky Guerrero, Captain of Agency Support

From: Linda Saiz, Records Administrator

Re: February 2025 Stats

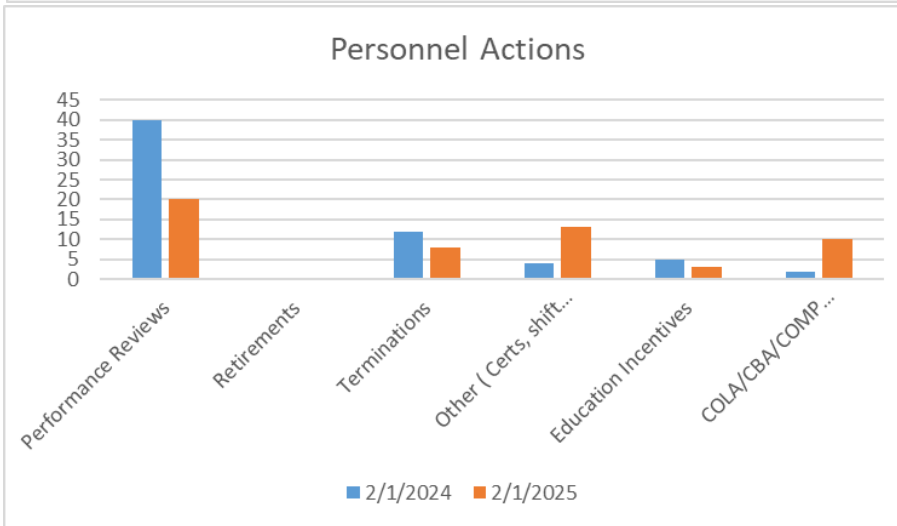
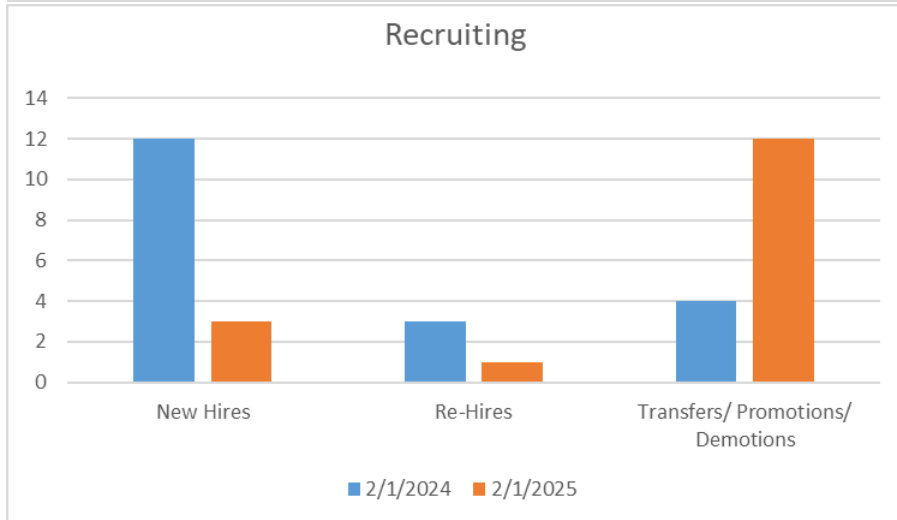
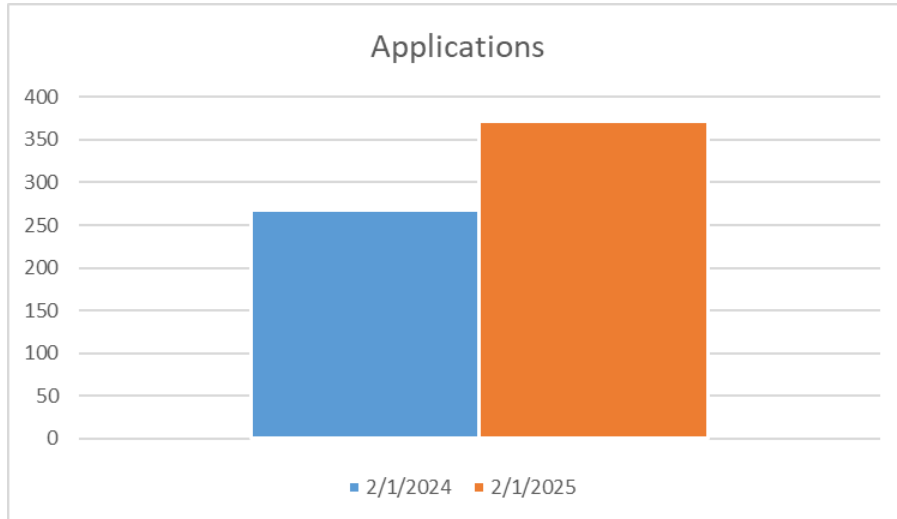
	TOTAL	TOTAL	%CHNG	Year to Date	Year to Date	%CHNG
February 2024/2025	RPTS	RPTS		2024	2025	
			2024/2025			
	2024	2025				
REPORTED CRIMES	344	410	19%	794	800	1%
CALLS FOR SERVICE	3,682	3,819	4%	7,277	7,133	-2%
ARRESTS	185	191	3%	412	397	-4%
MURDER	1	0	0%	1	0	-100%
RAPE	0	6	100%	5	9	80%
ROBBERY	2	1	100%	3	4	100%
ASSAULTS AND BATTERY	54	91	69%	166	178	7%
BURGLARY	55	59	7%	134	83	-38%
LARCENY	47	47	0%	115	106	-8%
SHOPLIFTING	44	40	-9%	60	75	25%
AUTO THEFT	14	17	21%	27	35	30%
ARSON	1	0	-100%	1	0	-100%
FORGERY	1	1	0%	1	4	0%
FRAUD	6	7	17%	12	17	42%
EMBEZZLEMENT	3	1	-67%	1	3	200%
REC. STOLEN PROPERTY	0	1	0%	0	3	0%
VANDALISM	82	81	-1%	197	155	-21%
WEAPONS OFFENSES	2	3	50%	5	7	40%
DOMESTIC VIOLENCE	24	39	63%	67	82	22%
ASSAULTS/BATTERY ON PO	5	4	-20%	5	8	60%
SHOOTING AT/FM MV OR DWELLING	4	3	-25%	24	6	-75%
CITATIONS ISSUED	402	491	22%	685	995	45%
DWI	4	12	200%	10	19	90%
TRAFFIC CRASHES	95	94	-1%	153	179	17%

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## **Application Source**

Source	Total
Billboard / Sign	1
Chamber of Commerce Website	0
City of Hobbs Website	126
Facebook	6
Friend / Family	48
Governmentjobs.com	15
Indeed.com	131
Job Fair	1
LinkedIn	0
Municipal League	0
New Mexico Department of Labor	3
Newspaper	0
Other	32
Radio	0
Recruiter	9
Unknown	0
Totals	372

## **New Position Postings**

Motor Vehicle Assistant	Golf Shop Clerk
Utility Maintenance Foreman	IT Security Specialist
Heavy Equipment Specialist	CORE Fitness Specialist
Animal Control Officer	COREKIDS Specialist
Police Investigative Admin. Assistant	CORE Attendant
Records Technician	Building Inspector Admin. Assistant
Golf Player Services	Seasonal Positions

## **Safety Skills Training:**

- Municipal Employee Safety

## **Team Involvement:**

- HR Team arranged for Steve Saucedo to conduct "Crucial Conversations" training for Supervisors
- Conducted monthly New Hire Orientation
- City Hall participated in Active Threat training
- Department has been actively monitoring the State Legislative sessions in regards to several bills that could impact the City

## 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:

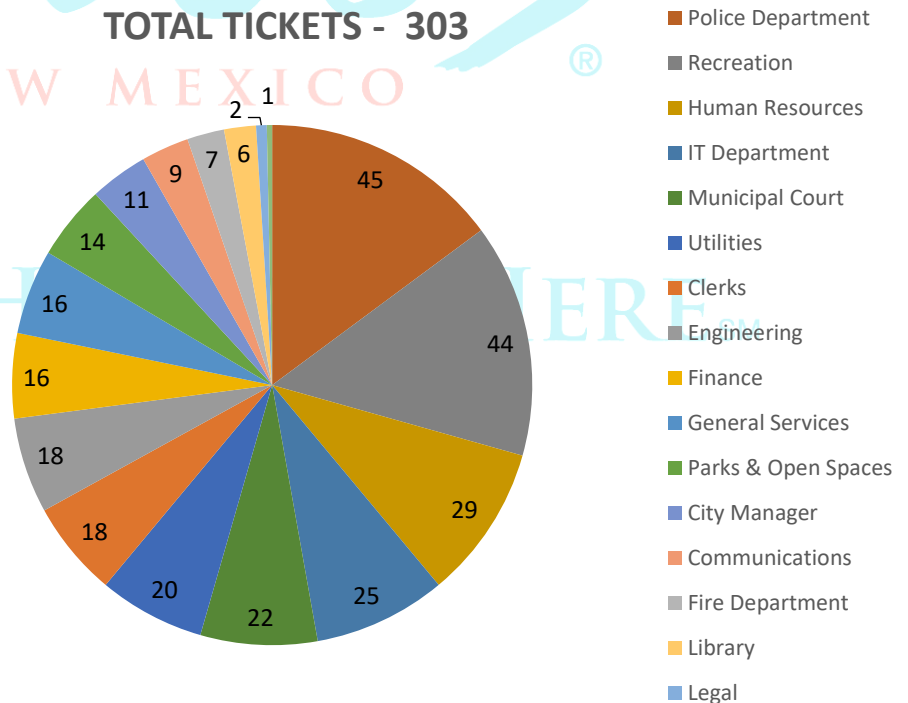
The Information Technology Department is responsible for the research, development and implementation of all City technological equipment and programs.

- ❖ **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
  - 180+ 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 PD staff. Court is the next facility on the list.
- ❖ Key Management System
  - 60+ hours to design and construct plan to replace all locks and keys at City Hall
  - 45+ hours to design and build new server to house new key management software to improve tracking and accountability for all keys issued to all City employees
  - 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
  - 500+ preparing for installation of new hardware and software for new station

ISSUE TYPE	# OF TICKETS
2FA	10
Camera	1
Email	44
Hardware	80
Internet	2
Network	4
Other	4
Password Reset	16
PC Setup	18
Phone	16
Radio	7
Project	0
Research	1
Software	57
User Setup	14
Webpage	29
<b>TOTAL</b>	<b>303</b>





## **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**

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

- ❖ Hobbs City Commission – Medjine Desrosiers-Douyon (02/02; 02/16 ;02/18)
- ❖ 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 (02/18)
- ❖ Utilities Board – Medjine Desrosiers-Douyon (N/A)
- ❖ Labor Relations Board – Medjine Desrosiers-Douyon (N/A)
- ❖ Veterans Advisory Board – Amber Leija (02/15)

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

❖ Public Hearings/Presentations	0
❖ Agenda Items drafted	1
❖ 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	20

### **Litigation:**

The City Attorney's Office engages in litigation both in the criminal and civil settings. Unlike many public law offices, the City Attorney's Office engages in the practice of law in a multitude of legal disciplines. The spectrum of cases handled by the City Attorney's Office requires that each attorney in the office develop and retain a variety of skills and abilities so as to provide competent representation to the organization in any given case.

Legal Assistants, Courtney Packer and Heather Bara, calendar all events for the attorneys, gather all necessary documents for litigation, assist in the management of the budget, and conduct various other tasks that greatly assist operations for the City Attorney's Office. Assistant City Attorney, Amber Leija, prosecutes all criminal matters filed in the Hobbs Municipal Court. Deputy City Attorney Medjine Desrosiers-Douyon, represents the City of Hobbs in property disputes, employment matters, and other civil issues, advises management and elected officials on legal issues and also oversees the operations of the City Attorney's Office.

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

### **Criminal Litigation:**

❖ Pretrial Release Hearings:	0
❖ Probation Violations:	1
❖ Pretrials (Pro Se):	139
❖ Pretrials (Attorney):	40
❖ Trials:	10
❖ Dangerous Dogs/Petitions:	1
❖ DWI Cases:	6
❖ Shoplifting Cases:	2
❖ Appeals in District Court:	5
❖ Criminal Pleadings (Mun/Dist.)	100
❖ Subpoenas:	71
❖ Clio Case Entries:	142

❖ Discovery Submissions 70

**Property Matters:**

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

**Civil Litigation:**

❖ Civil Pleadings 2  
❖ Civil Depositions 0  
❖ Civil ADR: 0  
❖ Demand Letters: 0  
❖ Misc. Hearings (State/Fed.): 0  
❖ Discovery Submissions: 3

**Miscellaneous:**

❖ Trainings: 2  
❖ Witness Interviews: 12  
❖ In-office consultations: 29  
❖ Letters/Correspondence: 1363

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

February, 2025

Hobbs Public Library

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**CIRCULATION: 5,377****CIRCULATION BY MATERIAL TYPE:**

Books and Periodicals	3,608
Audio Books & Music	296
DVDs/CDs&DVDs(w/bks)/VOX	479
E-Books/E-Audio (OverDrive & Gale)	508
Hoopla	456
Kanopy	30

**CIRCULATION WITH OTHER LIBRARIES:**

	Borrowed	Loaned
Interlibrary Loans	8	6
ELIN Loans	21	8

**CIRCULATION BY PATRON TYPE:**

Adult	2,924
Juvenile	595
Senior Citizen	637
Used in Library	1,221

**Total Children's Items Circulated 2,306**

**Total Adult Items Circulated 3,071**

Patron Visits	3,565
Overdue Notices Sent	

---

**PROGRAMS & PUBLIC SERVICES:**

Programs Provided	43
Attendance	790
Passive Programs Provided	10
Passive Programming Participation	240
Meeting Room Use	32

Facebook Post Reach	12,200
Web Site Usage	431
HPL Database Usage	127
Reference Questions	273
Public Computer Use	556
Board Games	16

**PATRON PROFILES:**

Adult	18,890
Juvenile (Under 18 Years)	3,673
Senior Citizens (62+ Years)	2,562

**Total Active Borrowers 25,125**

Library Patrons Added This Month 73

**RECEIPTS:**

Materials Paid For	\$58.01
Fines & Fees	\$79.49
Copy Machine & Public Printouts	\$653.74
<b>Total</b>	<b>\$791.24</b>

---

**ITEMS ADDED:**

Total Items Added	565
Items Weeded	636

---

**HOLDINGS:**

Total Library Holdings	126,438
------------------------	---------



City Manager's Report  
Municipal Court – February 2025

Monthly Cases:

Traffic Citations	503
Misdemeanor Citations	41
Environmental Citations	37
Fire Code Violations	0
AGG. DWI	8
DWI – 1 <sup>st</sup>	1
DWI – 2 <sup>nd</sup>	<u>0</u>
Total	590

Courtroom Activity:

Video Arraignments (Jail)	71
Court Appearances – A.M.	48
Court Appearances- P.M.	94
Virtual Court	4
Special Settings	0
Pretrial Court Appearances	68
Trial/Change of Plea Cases/PV Hearing	<u>20</u>
Total	305

Other Activity:

Summons issued	472
Warrants issued	<u>78</u>
Total	550

Fines/Fees Assessed based on Conviction:

Fines	\$52,027.00
Fee	<u>\$4,755.00</u>
Total	\$56,782.00

Fines/Fees Collected:

Fines	\$40,306.00
Copy Fee	25.25
Penalty Assessment Fee	3,657.00
Automation Fee	251.50
Judicial Education Fee	134.00
Correction Fee	996.00
DWI Prevention Fee	57.00
DWI Lab Fee	<u>115.00</u>
Total	\$45,541.75

## Parks & Open Spaces Department

### February 2025 Report



IT ALL HAPPENS HERE™

1. Cemeteries had 16 interments
2. Cemetery team cleaned upper pond
3. Boone Cemetery fence installation started
4. Graffiti received 7 reports this month
5. Golf verti-quake cut course wide to improve drainage; performed tree maintenance on Par 3 course; replaced skylight in pump house; raised sprinkler heads; worked on cleaning out sediment in stream channel
6. Parks started installing new plants inside city hall; started pre-emerging for weeds in turf at parks; working to get irrigation systems ready for spring city wide
7. Constrcution crew made repairs to waterfall at McAdams Park; removed playground ground structure at Heizer Park that was a safety hazard; installed memorial bench at Taylor Park; ran new wiring for lake fountains at McAdams Park; installed new sign at Prairie Haven Cemetery
8. Sports installed new portable soccer goals; setup 3 new pitching mounds for school





THE CITY OF  
**HOBBS, NEW MEXICO**

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

**Recreation Department  
Monthly Report - February 2025**

**Divisions**

CORE      Recreation      Rockwind Clubhouse      Senior Center      Teen Center

**CORE**

February was business as usual at the CORE with participation being down slightly (2%), while revenue increased (11%) when compared to February 2024. Both January 2025 and February 2025, resulted in 31,000+ visits and \$101,000+ in revenue (below). The CORE hosted Hobbs High School's District Swim Meet with more than 200 swimmers in attendance. The first-ever Cricket Tournament was hosted in February. The CORE's Youth Sports program for 2025 began with 82 participants. Also, for the first time the CORE got to hold an Adult Basketball League that had 8 teams participating.

**CORE Participation and Revenue:**

February 2025 Participation	31,290
February 2025 Revenue	\$102,496.29

**For Comparison Purposes:**

January 2024 Participation	32,670	February 2024 Participation	31,866
January 2024 Revenue	\$101,527.78	February 2024 Revenue	\$92,570.04

**Additional January 2025 Details:**

Annual Passes Sold	72	COREkids Participation	1,436
Monthly Passes Sold	270	Group Fitness Classes	458
Weekly Passes Sold	11	Tours/Participants	18/38
Day Passes Sold	2,701	Facility Rentals	38

**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 February 2025:

	<b><u># Meals</u></b>	<b><u>Donations Received</u></b>
February 2025 Congregate Meals Served	1,563	\$1,516.37
February 2025 Home Delivered Meals	2,744	\$2,093.33
<b>February 2025 Totals</b>	<b>4,307</b>	<b>\$3,609.70</b>

<b>For comparison January 2025 Totals</b>	4,363	\$2,328.65
---	-------	------------

Duplicated Recreation Activities:	538	Duplicated Exercise Activities:	698
Transportation/Transportation Donations:	259/\$144.00	Assessment/Reassessment:	98

## **Recreation**

- Recreation staff started planning and ordering supplies for the Department's 2025 special events.
- The hiring process for summer seasonal staff continues.
- There were a total of 24 park pavilion rentals during the month
- There were a total of 33 students registered for art classes this month.

## **Aquatics**

- Aquatics staff continue to provide mandatory weekly in-service trainings for Lifeguards
- Aquatics staff have started to prep the seasonal pools and splash pads for the summer season
- The Tsunami Swim & Dive Team had 29 participants for the month

## **Rockwind Community Links Clubhouse**

During February, Rockwind hosted two tournaments: The Super Bogey Bowl, and the NMJC Invitational. The Super Bogey Bowl Tournament continued its streak of correctly predicting the winner of the Super Bowl! There were a total of 83 golfers in the NJMC Invitational. The NMJC Women's Team won this tournament, and the NMJC Men's team finished second with both individual champions (men and women) being from NMJC, as well! Both rounds and revenue increased when compared to February 2024 (below).

Rounds, February 2025:	1,816
Revenue, February 2025:	\$71,357.63

For Comparison purposes:

Rounds, January 2025:	1,003	Rounds, February 2024:	1,359
Revenue, January 2025:	\$61,614.10	Revenue, February 2024:	\$59,087.76

## **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, activities, programs, and events at the Teen Center
- The Teen Center hosted their annual Valentine's Day Party for teens
- The Teen Center continues to see an increase in registrations/memberships

## RISK MANAGEMENT REPORT

February 2025

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- 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 City's insurance agent and assigned attorneys.
- Reviewed insurance monthly loss runs report.
- Reviewed & processed for payment 0 application(s) for notary bond or inspection bond.
- Met with insurance agents to review renewal applications/process.
- Endorsed 1 new vehicles and/or equipment to city's insurance policy.
- Reviewed 35 Incident Reports from various city departments, associated police reports and video footage; established claims where required.
- Reviewed 13 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 Crucial Conversations training with Steve Saucedo.
- Attended Commission meetings.

# UTILITIES DEPARTMENT

WATER DEPARTMENT		2024	2025	
CLASS	ACTIVE ACCOUNTS	<u>Billed gallons</u> <u>February 2024</u> January Consumption	ACTIVE ACCOUNTS	<u>Billed gallons</u> <u>February 2025</u> January Consumption
Residential	11,930	73,049,883	12,030	71,610,533
Commercial	1,935	40,795,516	1,717	45,725,965
City Accounts	212	7,020,596	213	2,857,893
School Accounts	62	1,647,814	65	955,741
Irrigation	305	2,737,107	293	1,589,349
Unbilled Maintenance		2,800,000		1,500,000
	<b>14,444</b>	<b>128,050,916</b>	<b>14,318</b>	<b>124,239,481</b>

LABORATORY	January 2024	January 2025
Total Drinking Water Tests	42	53
Total Wastewater Tests	712	707
Liquid Waste Received (gallons)	109,570	156,480

## WASTEWATER RECLAMATION FACILITY

Influent (Million Gallons)	91.650	93.030
Effluent (Million Gallons)	87.343	86.743
Solids Removed (Dry Pounds)	117,757	143,603

**Sludge dryer back in service 02/21/2025.**

**628,840 lbs biosolids hauled to landfill due to dryer out of service.**

## WATER PRODUCTION REPORT - JANUARY 2025

### WATER PRODUCED

Total monthly water produced, million gallons	139,251,000
Total monthly water distributed, million gallons	137,637,000

### CHLORINE

Monthly chlorine average residual, milligrams/liter	0.62
Monthly chlorine gas dosed to system (lbs)	1,233

### 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	54
Meter box replacement	35
Meter stop / valve replacement	42
Meter change out 3/4"	1,094
Meter change out 1"	0
Meter change out 2"	2
Meter change out 3"	0
Meter change out 4"	0
Meter change out 6"	0
Set new 3/4" meter	25
Set new 1" meter	0
Set new 2" meter	2
Set new 3" meter	0
Set new 4" meter	0
Set new 6" meter	0
Service lateral leaks/repair	100
Service lateral replacement	10 qty - 280 feet
New Service Lateral	8 qty - 180 feet
Low water pressure investigation	4
Water quality investigations	2
Main line leaks/repair	65
Main line replacement (feet)	50
Valve maintenance	50
Valve new install/replacement	8
Fire hydrant maintenance	350
Fire hydrant repair/replacement	10
Fire hydrant meter maintenance	0
Fire hydrant meter set	15
New fire hydrant installed	15
Vehicle/equipment maintenance hours	20
Unaccounted/unmetered water loss	1,350,000
Miscellaneous afterhour calls	15
Emergency Call Outs (From 6:00pm to 7:00am)	84

### WORK DESCRIPTION

### QUANTITY

Manhole maintenance	80
Manholes cleaned	125
Sewer main line cleaned (feet)	12,000
Sewer stoppages	45
Sewer main line video inspections	2
Odor complaints	5
Sewer pre-treatment additives	300 gallons

Property damage from sewer	0
Sewer main line repair/replacement	20 feet
New sewer main line installation	3,000 feet
New backflow valve installation	0
Backflow valve maintenance	0
Lift station maintenance	16-Pumps