

VALENCIA COUNTY BOARD OF COUNTY COMMISSIONERS RESOLUTION NO. 2025-69

ESTABLISHING EMPLOYEE WORK HOURS & PAID HOLIDAYS FOR 2025

WHEREAS, the Valencia County Commission met upon notice of a Special Business Meeting duly published on January 8, 2025 at 5:00 P.M. in the Valencia County Administration Building, 444 Luna Avenue, Los Lunas, New Mexico 87031; and,

WHEREAS, New Mexico Constitution Article XX Section 19 provides that "[8] eight hours shall constitute a day's work in all cases of employment by and on behalf of the state or any county or municipality thereof;" and,

WHEREAS, the Board declares that a paid holiday is up to eight (8) hours paid compensation for time off in recognition of each designated holiday;" and,

WHEREAS, Section 10. 1 of the Valencia County Personnel Policy provides that "[t]he Board shall approve holidays at their discretion during the last meeting of December or the first meeting in January of each year, for the calendar year;" and,

WHEREAS, The Board of County Commissioners will establish regular employee working hours and paid holidays as follows:

WORKING HOURS:

Monday through Friday - 8:00 A.M. - 5:00 P.M. - five (5) days a week, with two (15) minute breaks every (4) hours, and one (1) hour for lunch break (Days and times for offices that require staggered shifts, part-time, emergency or personnel employed through grants, including the County Road Department, Sheriff's Department, Detention, Animal Control & Fire/Emergency Services may vary according to need and as approved by the Elected Official/ Department Head and the County Manager).

Notes	BOCC Business Meeting	Constitution of the Consti	BOCC Public Hearing/Business Meeting		Pay Period Ends		Pay Day		Holiday						chine dynamics:								u-military.			Market - restrator: Market	adhaterands.		Total Service						
2025		Sa	_	80	15	22	59	June		Sa	7	4	21	28				Sa	9	13	70	27			H	Sa	9	5	20	27			Sa	e	
	Н	L.		1	14	21	28		Ţ,	ш	9	13	20	27				ш	10	12	19	26			er	ш	5	12	19	97			L	2	
		£		9	13	20	27		H	£	5	12	19	26			er	£	4	£	18	25				두	4	£	18	25			026 Th	-	
	March	>		ın	12	19	26		June	W	•	Ξ	18	25			September	*	3	9	17	24			December	×	en	10	11	24	3		January 2026 Tu W TI		
	<	2	7	4	11	18	25		i	2	က	10	17	24			Sei	Ι	2	6	16	23	30	ij	۵	2	1 2	6	16	23	30		Jan Tu	i	
		Σ		က	10	17	24	31	H	Σ	2	စ	16	23	30		1	≥	1	8	12	22	53	k	8	Σ		80	15	22	29		Σ		
	П	ng		2	တ	16	23	98	g	Su	-	00	15	72	53			Su		7	14	21	28			ns		7	4	21	28		ng ng		
		Sa	-	80	15	22				Sa	က	10	17	24	31			Sa	2	6	16	23	30			Sa	_	ထ	15	22	29				
		ш		1	14	2.1	28		۲	ய	2	6	16	23	30			L.	+	80	15	22	59	ember 1	ď	ш		7	17	21	28	À			
		£		9	13	20	27	1	H	£	F	80	15	22	29		i	£	Ī	7	14	21	82		į	£		9	13	20	72				
	February			vo.	12	19	26		May	×		7	14	21	28		August	*		. 9	13	20	27		31 November	3		5	12	19	56				
	Feb	Ę		4	11	18	25		_	ᇐ		9	-	20	27		A	T.		ιo	12	\vdash	56			M Tu	-	4	11	18	25				
		Σ		60	10	11	24			Z		ιΩ	12	19	26			Σ	Ħ	4	Ξ		25	ij				က	10	17	24				
		ng		7	6	16	23		Ĭ	Su		4	7	18	25			Su	Ī	е	10	17	24	3		Su		2	6	91	23	30			
					m	10				Sa	r.	12	19	26				gg	ω	12	19	26				eg.	4	7	18	25	- 1				
		Sa	4	7	18	25	_		April	8	200		18	25 2		,et		Γ S	4	-	18 1	25 2			October	ω	(6)	10	17	24 2	34				
		ے	e	10	21 9	3 24	31	i=1		E	40	10 11						Ĕ	8	10	17 1	24 2	31			Ę	2	6	16	23 2	30				
	ary	Ę	2	6	2 16	2 23	90			£	es .		6 17	3 24	0		<u>~</u>	W	esi .	9 1	16 1	23 2	30						15	22 2	29 3				
	January		~	80	15	1 22	8 29				2	6	5 16	2 23	9 30	'n.	ylut	라 라			15 1	22 2	29 3			OCTO M Tu W		6 7 8	14	21 2	28 2				
		12		7	3 14	0 21	7 28			T _u	_	8	14 15	1 22	28 29			Ē	-	7 8	14 1	21 2	28 2		Ò				13 1	20 2	27 2				
		Σ		9	13	50	6 27			Su		2 9	13 1,	20 21	27 2		k	Su		9	13	20 2	27 2			Su		22	12	19	26 2				
		Su	=	2	12	19	56			Ŵ		ů,	-	Ñ	7			S			_	7	7		1	US US					"4				

HOLIDAYS:

The Commission designated the following County Holidays and amendments are to be made only by the Board of County Commissioners.

HOLIDAY

New Year's Day

Martin Luther King Jr.'s Birthday

Presidents Day Spring Holiday Memorial Day Independence Day

Labor Day

Indigenous People's Day

Veteran's Day Thanksgiving Day Day after Thanksgiving Christmas Eve (half-day)

Christmas Day Day after Christmas

New Year's Eve (half-day)

New Year's Day

DAY / DATE OBSERVED

Wednesday, January 1, 2025 Monday, January 20, 2025 Monday, February 17, 2025 Friday, April 18, 2025 Monday, May 26, 2025 Friday, July 4, 2025

Monday, September 1, 2025 Monday, October 13, 2025 Tuesday, November 11, 2025 Thursday, November 27, 2025 Friday, November 28, 2025 Wednesday, December 24, 2025 Thursday, December 25, 2025 Friday, December 26, 2025 Wednesday, December 31, 2025 Thursday, January 1, 2026

NOW, THEREFORE, BE IT RESOLVED, that the Valencia County Commissioners approve the above working hours and paid holidays.

APPROVED, ADOPTED, AND PASSED on this 8th day of January, 2025.

BOARD OF COUNTY COMMISSIONERS

Gerard Saiz

Commissioner, District I

Troy Richardson

Commissioner, District II

Morris Sparkman

Commissioner, District III

Joseph Bizzell

Commissioner, District IV

Dante Berry

Commissioner, District V

Attest:

Mike Milam, County Clerk