



**VALENCIA COUNTY
BOARD OF COUNTY COMMISSIONERS
RESOLUTION NO. 2021- 04**

ESTABLISHING EMPLOYEE WORK HOURS & PAID HOLIDAYS FOR 2021

WHEREAS, The Valencia County Commission met upon notice of a Re-Organizational Business Meeting duly published on January 6, 2021 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:

WORKING HOURS AND LOCATIONS MAY BE SET AS REQUIRED BY THE BOARD AND/OR MANAGER DURING THE PENDENCY OF THE PANDEMIC ACCORDING TO COVID-19 SAFE PROTOCOLS AND THE CURRENT PUBLIC HEALTH ORDER – WORKING HOURS SET ACCORDING TO THIS SECTION SUPERSEDE ALL OTHER WORKING HOURS ESTABLISHED BELOW

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).

HOLIDAYS:

The Commission will follow the State Personnel Employee Calendar of holidays and amendments are to be made only by the Board of County Commissioners.

HOLIDAY	DAY / DATE OBSERVED
New Year's Day	Friday, January 1, 2021
Martin Luther King Jr.'s Birthday	Monday, January 18, 2021
Presidents Day	Monday, February 15, 2021
Spring Holiday	Friday, April 2, 2021
Memorial Day	Monday, May 31, 2021
Independence Day	Monday, July 5, 2021
Labor Day	Monday, September 6, 2021
Columbus Day	Monday, October 11, 2021
Veteran's Day	Thursday, November 11, 2021
Thanksgiving Day	Thursday, November 25, 2021
Thanksgiving Friday	Friday, November 26, 2021
Christmas Eve	Friday, December 24, 2021
Christmas Day	Monday, December 27, 2021
New Year's Eve (Close Early)	Friday, December 31, 2021

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

APPROVED, ADOPTED, AND PASSED on this 6th day of January 2021.

BOARD OF COUNTY COMMISSIONERS



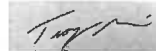
Gerard Saiz
Commissioner, District I



David A. Hyder
Commissioner, District III



Jhonathan Aragon
Commissioner, District V



Troy Richardson
Commissioner, District II



Joseph Bizzell
Commissioner, District IV

Attest:



Michael Milam, County Clerk



VALENCIA COUNTY CALENDAR

BOARD OF COUNTY COMMISSIONERS

444 LUNA AVENUE ♦ P.O. BOX 1119 ♦ LOS LUNAS, NEW MEXICO 87031
 OFFICE: 505.866.2014 ♦ FAX: 505.866.3355 ♦ website: www.co.valencia.nm.us

Payday

BoCC Business

BoCC Public/Business

Pay Period Ends

Holiday

Close Early

2021

January							February							March							April						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
					1	2		1	2	3	4	5	6		1	2	3	4	5	6		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13	7	8	9	10	11	12	13	4	5	6	7	8	9	10
10	11	12	13	14	15	16	14	15	16	17	18	19	20	14	15	16	17	18	19	20	11	12	13	14	15	16	17
17	18	19	20	21	22	23	21	22	23	24	25	26	27	21	22	23	24	25	26	27	18	19	20	21	22	23	24
24	25	26	27	28	29	30	28							28	29	30	31				25	26	27	28	29	30	
31																											

May							June							July							August											
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S					
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2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	1	2	3	4	5	6	7					
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	8	9	10	11	12	13	14					
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	15	16	17	18	19	20	21					
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31	22	23	24	25	26	27	28					
30	31																				29	30	31									

September							October							November							December											
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S					
						1																										
2	3	4	5	6	7	8	3	4	5	6	7	8	9	1	2	3	4	5	6	7	5	6	7	8	9	10	11					
9	10	11	12	13	14	15	10	11	12	13	14	15	16	8	9	10	11	12	13	14	12	13	14	15	16	17	18					
16	17	18	19	20	21	22	17	18	19	20	21	22	23	14	15	16	17	18	19	20	19	20	21	22	23	24	25					
23	24	25	26	27	28	29	24	25	26	27	28	29	30	21	22	23	24	25	26	27	16	17	18	19	20	21	22					
30							31							28	29	30				26	27	28	29	30	31							