

**CHAVES COUNTY BOARD OF COMMISSIONERS  
SPECIAL MEETING AGENDA**

**November 5, 2025 – 10:00 a.m.**

**Chaves County Administrative Center – Joseph R. Skeen Building  
Commission Chambers – #1 St. Mary's Place**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**DETERMINATION OF QUORUM**

**APPROVAL OF AGENDA**

**AGENDA ITEMS**

**A. RESOLUTIONS**

1. Resolution R-25-050 Approving Changes to Personnel Charts.

**B. OTHER BUSINESS**

2. Accept requests for nomination and determine a name to send forth to Governor for vacant NM Senate Seat 33 vacated by Senator Nicholas Paul.

a) COMMUNICATIONS FROM PERSONS SEEKING NOMINATION

b) Determine Chaves County Nominee to New Mexico Senate Seat 33.

**UNSCHEDULED COMMUNICATIONS ARE LIMITED TO THREE MINUTES  
PER VISITOR AND NOT TO EXCEED 15 MINUTES NO FORMAL ACTION IS  
TAKEN BY THE COMMISSION**

- COUNTY MANAGER'S COMMUNICATIONS
- COMMISSIONER'S COMMUNICATIONS
- SIGNATURE OF DOCUMENTS
- ADJOURNMENT

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If you have a disability and need a reader, qualified sign language interpreter, or any auxiliary aid or service to attend or participate in the hearing meeting, please contact the County Commissioner's office at 575-624-6600. This should be done at least one week before the meeting. Public documents, including the agenda and minutes, can be provided in various accessible formats. Please contact the County Commissioner's office if a summary or other accessible format is needed.

AGENDA ITEM: 1

Resolution R-25-050 Approving  
Changes to Personnel Charts

MEETING DATE: November 5, 2025

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**STAFF SUMMARY REPORT**

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**ACTION REQUESTED BY:** Emma Dominguez, HR Director

**ACTION REQUESTED:** Approve Resolution

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**SUMMARY:** R-25-050 incorporates the renaming and upgrade of the Building Inspector/Code Enforcement Officer to Certified Building Official. The Position Specification Summary for the above-named position has been updated accordingly. Chart A-1, B, and C have been updated to reflect the change. This position will be moved from Chart C, Level M to Chart C, Level N.

Staff Recommends/Requests: Approval

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**SUPPORT DOCUMENTS:** R-25-050, Chart A-1, Chart B, Chart C, Certified Building Official Position Specification Summary

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**SUMMARY BY:** Emma Dominguez, HR Director

**RESOLUTION R-25-050**  
**APPROVING CHANGES TO PERSONNEL CHARTS**

**WHEREAS**, Chaves County Ordinance #8, the Chaves County Personnel Policy requires approval by resolution of the Chaves County Commission for certain personnel changes, and

**WHEREAS**, the interim budget for fiscal year 2025-2026 was approved at the May 15, 2025, Commission meeting which included new positions, chart changes, and salary increases and;

**WHEREAS**, the following position has been renamed and upgraded: One (1) Building Official/Code Enforcement Officer renamed and upgraded to Certified Building Official, and;

**WHEREAS**, the Position Specification Summary for the Certified Building Official has been added accordingly, and;

**WHEREAS**, the following Personnel Charts have been modified to include the above-named position: Chart A-1, Chart B, and Chart C, and;

**NOW THEREFORE BE IT RESOLVED**, by the Board of Chaves County Commissioners that the Personnel Charts reflect changes listed above effective November 5, 2025.

DONE this 5<sup>th</sup> day of November 2025.

**BOARD OF CHAVES COUNTY COMMISSIONERS**

\_\_\_\_\_  
Richard C. Taylor, Chairman

\_\_\_\_\_  
Michael Perry, Vice-Chairman

\_\_\_\_\_  
Dara Dana, Member

\_\_\_\_\_  
Herbert (Hub) Corn, Member

\_\_\_\_\_  
R. Cliff Waide, Member

**ATTEST:**

\_\_\_\_\_  
Cindy Fuller  
County Clerk

# Chaves County Position Specification Summary



## Certified Building Official

<b>DEPARTMENT</b>	Planning & Zoning
<b>FLSA STATUS</b>	Exempt
<b>CHART</b>	Chart C: Level N
<b>REPORTS TO</b>	Planning & Zoning Director
<b>SAFETY CLASSIFICATION</b>	Non-Safety Sensitive

### POSITION OVERVIEW

The purpose of the Certified Building Official is to receive and review applications, review construction plans and perform on-site inspections of construction projects throughout the unincorporated areas of Chaves County to ensure code compliant construction of residential and commercial structures. The Certified Building Official will ensure that construction projects conform to adopted construction codes to promote the general welfare of the people of Chaves County by providing that construction is completed within the requirements of the Construction Industries Licensing Act, its regulations and general construction code to include life safety and property protection. This position is primarily to provide service to the unincorporated area of Chaves County, Town of Dexter, Hagerman and Lake Arthur.

### EXAMPLES OF DUTIES

*The following statements are essential functions of this position and not intended to be all-inclusive; rather, they are intended to describe the general nature and level of work to be performed. They are not to be construed as an exhaustive list of all responsibilities, duties and skills required of the employee, and an employee may be directed to perform other reasonably related job duties and responsibilities. The incumbent will be required to follow any other instructions and to perform any other duties reasonably requested by their supervisor. Chaves County reserves the right to revise or change the job duties and responsibilities as the need arises, based on business need, and this Job Description may be updated accordingly. This Job Description does not constitute a written or implied contract of employment.*

- Review construction plans for compliance with New Mexico residential and commercial building codes and County zoning regulations. Conduct job inspections at different stages of the construction process. Create a flexible weekly schedule for future inspections.
- Responsible for administration duties maintaining departmental filing system and keeping financial and statistical records as needed.
- Enforcement of County planning and zoning ordinances.
- Work irregular hours at times and attend job-related training and meetings as deemed appropriate by the Planning Director as a condition of employment.
- Address and dispense with complaints concerning code violations.
- Receive telephone calls and emails concerning questions of a general or technical nature.
- Provide necessary flood or elevation information for property owners located within the Special Flood Hazard Areas as determined by Flood Insurance Rate Maps (FIRM) and Flood Insurance Study.
- Participate in and manage the building inspection function related to structural, plumbing, electrical and mechanical standards, and other building site issues, ensuring compliance with all applicable codes and regulations.

- Review plans and specifications relating to structural, electrical, plumbing, mechanical, access compliance, and other building code requirements.
- Shall provide guidance and direction to Electrical Inspector/Code Enforcement Officer and Mechanical & Plumbing Inspector/Code Enforcement Officer and provide employees with assistance in handling difficult or complex problems or in resolving escalated complaints or disputes.
- Assists the employees in the work unit, providing needed and appropriate support while staying in compliance with applicable laws and regulations, and with Chaves County's policies, guidelines, work rules, and procedures.
- Monitors Planning and Zoning team performance based on such metrics as work quality and customer service, adherence to time schedules and safe work practices; reports on performance and customer service metrics to P&Z Director as needed to provide feedback.
- Works collaboratively, cooperatively, and in coordination with fellow team members and with others in the organization, treats them with respect, courtesy, and consideration, and shows understanding and the appropriate support of other team members to help get the job done.
- Provides assistance, information, guidance, and resources to diverse groups of customers, clients and others outside of the organization; treats them in a friendly manner with professionalism, helpfulness, respect, courtesy and consideration at all times regardless of circumstances
- Respond to and resolve difficult and sensitive citizen inquiries and complaints.
- Performs other duties as assigned.

## **MINIMUM QUALIFICATIONS**

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- Education/Training/Experience: High school diploma or G.E.D. and three (3) years of building trades foreman experience within the last ten (10) years. Technical, university, or college training in general construction may substitute up to two (2) years of the three (3) years of building trades foreman level experience required. The equivalency shall be calculated such that one (1) year of technical; university or college training shall equal one half (1/2) a year of foreman level experience. Further, in conjunction with the technical, university or college training, the applicant must demonstrate at least one (1) year of related field experience in his trade at a foreman level position.
- Additional education or professional training may substitute for experience requirement.
- Must possess State of New Mexico General Building Inspector Certification.
- Must possess Residential Building Inspector and Commercial Building Inspector certification from the International Code Council (ICC).
- Must possess ICC Certified Building Official Certification.
- Must meet licensing renewal requirements, through required ICC and State of NM continuing education.
- Valid NM driver's license with an acceptable driving record or ability to obtain within 60 days of hire.
- No prior DWI convictions within the last 3 years prior to the date of the application.
- Ability to communicate orally and in writing in English.

## **DESIRED QUALIFICATIONS**

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- Bilingual (English/Spanish).
- Five (5) years as a practicing inspector or practicing contractor or held a management position in a construction-related business or construction organization for at least five (5) of the past ten (10) years.
- New Mexico Certified Floodplain Manager.

## **OTHER NECESSARY REQUIREMENTS**

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- Post-offer drug test
- Employment history verification
- Criminal background check

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## **SUPERVISORY CONTROLS**

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This position is performed under the general supervision of the P&Z Director who may provide assignments and instruction, determine objectives, priorities, and deadlines, and who assists the employee with unusual situations. The employee uses own initiative and judgment to perform work in an independent and timely manner in accordance with precedents and established policies and procedures. The Certified Building Official is responsible for their own work and has responsibility over Electrical Inspector/Code Enforcement Officer and the Mechanical & Plumbing Inspector/Code Enforcement Officer. The Certified Building Official reports on performance and customer service metrics to the P&Z Director as needed to provide feedback.

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## **KNOWLEDGE, SKILLS, AND ABILITIES REQUIRED**

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- The highest degree of integrity and professionalism.
- Advanced field experience in General Construction.
- Ability to comprehend architectural and engineered construction plans.
- Statistical, algebraic, and geometric knowledge and ability to apply such knowledge in everyday situations.
- Ability to learn hydraulic and floodplain development issues.
- Excellent time management skills with a proven ability to meet deadlines.
- Possess strong organizational skills, attention to detail and the ability to multitask.
- Ability to operate independently and effectively with minimal supervision.
- Strong interpersonal skills.
- Ability to work well under pressure while maintaining a professional demeanor.
- Highly developed written communication skills, including report writing, presentations, email correspondence and verbal communication skills, particularly in dealing with people of diverse backgrounds.
- Ability to demonstrate on a consistent basis initiative, professionalism, poise and flexibility and work within an environment of frequent interruptions, conflicting priorities, and varying workloads.
- Ability to read, understand and follow oral and written directions and instructions.
- Ability to maintain an acceptable attendance record.

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## **PHYSICAL DEMANDS**

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### **Physical Effort and Demand:**

- Stand/walk for prolonged periods of time (up to 80% of the time).
- The employee must regularly lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds or more.
- Regularly climb ladders and scaffolding, kneel, bend, twist, reach overhead, crawl through tight spaces, balance, grasp, walk on uneven surfaces.
- Keep or regain the body's balance or stay upright when in an unstable position.
- React quickly using hands, fingers, or feet.
- Use muscles for extended periods without getting tired.

### **Visual Acuity, Hearing, Speaking, Manual Dexterity:**

- Must have visual acuity and manual dexterity to see small details when performing routine inspection duties, and to perform timely and accurate data entry. Using a computer in the office and laptop in the field.
- See differences between colors, shades, and brightness.
- See objects in very low light.
- Must have visual acuity and manual dexterity to perform inspections, climb ladders, and perform all essential function required of this position.

- Must be able to document inspections and complete forms, review manuals, codes and ordinances and respond to written instructions from staff and other internal customers.
- Must be able to make individual, small group, and large group safety and other presentations as required by position.
- Must effectively communicate with assistants, office staff, vendors, and other clients/customers.
- Must use listening skills to properly communicate with public, contractor, county staff, etc.

#### **Mental Demand:**

- Effective performance requires continual thinking and attention to work/detail demanded by the essential functions of the job.
- Effective performance requires continual thinking and attention to work/detail demanded by the essential functions of the job.
- Must be able to apply principles of logical thinking to define problems, collect pertinent data, establish facts, draw valid conclusions, and initiate appropriate course of action.
- Must be able to work non-standard work hours occasionally, as required to fulfill job responsibilities.

#### **Environment/Working Conditions:**

- Indoors work some of the time, in generally pleasant physical environment.
- Often works outdoors in all weather conditions, often for extended periods.
- There are many hazardous conditions that exist in the work environment. The work environment is sometimes unpleasant; negative physical factors exist. Exposure to extreme hot and cold temperatures, exposure to dust, fumes, smoke, gases, odors, mists, or other irritating particles.
- Work in confined areas and on slippery/uneven surfaces, and in a dusty/dirty environment.
- Occasionally works in awkward and confining positions.
- PPE Requirements: Safety Glasses, Safety Hi-Viz Vest when out on sites and on locations, Hard Hat, Proper Work Gloves, Steel Toe Boots.

#### **Driving/traveling needs:**

- Occasional need to travel for training and conferences both in and out of town.
- Will be required to use a county vehicle during working hours to travel to various areas throughout the county.

**EMPLOYEE ACKNOWLEDGEMENT:** I have read my Job Description and understand my assigned responsibilities and have been given a copy of this Job Description. I certify by my signature below that I understand the demands and expectations of the position and to the best of my knowledge I am able to perform the essential functions of this Job Description.

#### **Accepted and**

**Acknowledged by:** \_\_\_\_\_

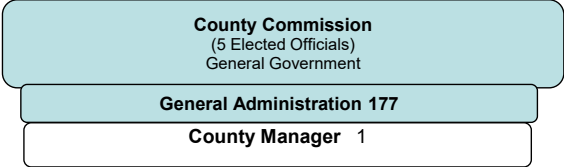
*Employee Signature*

*Date*

\_\_\_\_\_  
*Print Employee Name*

**"Equal Employment Opportunity Employer"**

***We consider applicants for all positions without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, gender identity, or any other legally protected class.***



<b>Detention Division 84</b>	
<b>Detention Administration 17</b>	
Detention Administrator	1
Chief of Security/Major	1
Administration Lieutenant	1
Safety/Compliance Lieutenant	1
Detention Lieutenant	4
Office Administrator	1
Administrative Assistant	2
Detention Clerk	2
Detention Secured Area Clerk	4
<b>Detention 67</b>	
Sergeant	7
Sergeant-Training	1
Corporal	4
Detention Officer	55

<b>General Government 10</b>	
<b>Human Resources 3</b>	
HR Director	1
HR Generalist	1
Public Records Coordinator	1
<b>Purchasing 1</b>	
Purchasing Director	1
<b>I.T. Department 5</b>	
I.T. Director	1
Senior System Administrator	1
IT Tech 2	1
IT Tech 1	1
IT Administrative Assistant/Helpdesk	1
<b>County Manager Oversees</b>	
Safety & Compliance Mgr	1

<b>Finance Division 14</b>	
<b>Finance 4</b>	
Chief Finance Officer	1
Asst Finance Director	1
Senior Accountant	1
Finance Officer	1
<b>IHC 2</b>	
Health Care Dir/Internal Auditor	1
Eligibility Officer	1
<b>Community Development 8</b>	
Continuum/DWI Coordinator	1
DWI/Court Services Tech	1
Project Specialist	1
Court Compliance Supervisor	1
Court Compliance Officer	3
Community Service Tech	1

<b>Public Services Division 68</b>	
<b>Public Services 2</b>	
Public Services Director	1
Public Services Admin. Assistant	1
<b>Facility Maintenance 16</b>	
Facility Maintenance Director	1
Facility Maintenance Foreman	1
Facility Maintenance Lead Tech-Detention	1
HVAC Tech	1
Facility Maintenance	1
Facility Maintenance Detention	2
Facility Maintenance Admin. Assistant	1
Groundskeeper	2
Custodian	6
<b>Road Department 44</b>	
Road Operations Director	1
Road Technical Supervisor	1
Asst. Engineering Tech.	1
Purchasing Officer	1
Executive Assistant	1
<b>Road Shop 7</b>	
Fleet Maint. Supervisor	1
Auto Mechanic	1
Diesel Mechanic	3
Welder	1
Tire Specialist	1
<b>Road Solid Waste 2</b>	
Road Maint. I	2
<b>Vector Control 0.5</b>	
Road Maint. II	0.5
<b>Construction &amp; Maint. 29.5</b>	
Road Foreman	2
Road Maint. II	17.5
Road Maint. I	10

<b>Fire Division 1</b>	
<b>Fire &amp; Emergency Services 1</b>	
Fire & Emergency Services Director	1
<b>County Manager Oversees</b>	
<b>Planning and Zoning 6</b>	
P&Z Director	1
Certified Building Official	1
Electrial Inspector/Code Enforcement Officer	1
Mechanical & Plumbing Inspector	1
Assistant Planner	1
P&Z Administrative Assistant	1

**Public Services Director Oversees**

<b>CHART A-1</b>	
<b>CHAVES COUNTY GOVERNMENT</b>	
ORGANIZATIONAL STRUCTURE & MANPOWER ALLOCATION	
FY 25-26	
EFFECTIVE DATE 11/5/2025	
<b>CHAVES COUNTY GOVERNMENT EMPLOYEES</b>	
TOTAL AUTHORIZED POSITIONS	256
COMMISSION EMPLOYEES	178
ELECTED OFFICIAL EMPLOYEES	78

<b>Flood Control</b>	<b>12</b>
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**CHART B - EFFECTIVE 11/5/2025**  
**GENERAL WAGE & POSITION CLASSIFICATION CHART FY 25/26**

WAGE LEVEL	WAGE AMOUNT	GENERAL GOVERNMENT	ROAD	DETENTION	TREASURER	ASSESSOR	CLERK	SHERIFF	FLOOD	FIRE
N	\$59,550.40-\$86,954.40 \$28.63-\$41.81/HR	Safety & Compliance Manager (Exempt) Certified Building Official (Exempt)				Chief Appraiser (Exempt)				Fire & Emergency Services Director (Exempt)
M	\$53,560.00-\$76,897.60 \$25.75-\$36.97/HR	Electrical Inspector/Code Enforcement Officer, Mechanical & Plumbing Inspector								
L	\$46,321.60-\$69,659.20 \$22.27-\$33.49/HR	Court Compliance Supervisor, FM Foreman				GIS Parcel Mapper	BOE Chief			
K	\$45,198.40-\$67,828.80 \$21.73-\$32.61/HR		Executive Assistant						Executive Assistant	
J	\$44,075.20-\$66,352.00 \$21.19-\$31.90/HR	DWI Program Coordinator, FM Lead Technician								
I	\$43,014.40-\$64,584.00 \$20.68-\$31.05/HR	HR Generalist, HVAC Technician, Senior Accountant, Public Records (IPRA) Coordinator			Senior Accountant					
H	\$40,934.40-\$61,443.20 \$19.68-\$29.54/HR	Project Specialist, Assistant Planner		Office Administrator		Assessor's Office Administrator				
G	\$38,958.40-\$58,406.40 \$18.73-\$28.08/HR	Court Compliance Officer						Public Records (IPRA) Clerk		
F	\$36,171.20-\$54,225.60 \$17.39-\$26.07/HR					Appraiser				
E	\$35,297.60-\$52,977.60 \$16.97-\$25.47/HR	Admin. Assistant P&Z, Admin. Assistant FM, Admin. Assistant Public Services, Finance Officer		Admin. Assistant					Property & Evidence Custodian	
D	\$34,424.00-\$52,811.20 \$16.55-\$25.39/HR			Detention Clerk			BOE Deputy, Recording & Filing Supervisor	Animal Control Officer, Civil Process Server, Civil Records Assistant, Sheriff Clerk		
C	\$33,113.60-\$50,793.60 \$15.92-\$24.42/HR				Deputy Treasurer	Deputy Assessor	Deputy Clerk, Probate Clerk Deputy			
B	\$32,240.00-\$48,859.20 \$15.50-\$23.49/HR	Eligibility Officer, Community Service Tech, DWI/Court Services Tech, Groundskeeper								
A	\$31,200.00-\$42,515.20 \$15.00-\$20.44/HR	Custodian								

AT-WILL POSITIONS	
County Manager	Facility Maintenance Director
Public Services Director	Road Operations Director
Chief Financial Officer	Chief of Security/Major
Detention Administrator	Healthcare Director/Financial
Flood Superintendent	Internal Auditor
Human Resources Director	Assistant Finance Director
IT Director	Purchasing Director
Planning & Zoning Director	Sheriff's Administrator (Appointed by Sheriff)
	Road Tech Supervisor

Legend:  
(E) Exempt Position  
At-Will-Appointed, serves at the pleasure of the County Manager or Elected Official

**CHAVES COUNTY GENERAL WAGE SCHEDULE  
CHART C**

**Effective Date: 11/5/2025**

Level	Pay Type	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18
	ANNUAL	59,550.40	61,162.40	62,774.40	64,386.40	65,998.40	67,610.40	69,222.40	70,834.40	72,446.40	74,058.40	75,670.40	77,282.40	78,894.40	80,506.40	82,118.40	83,730.40	85,342.40	86,954.40
<b>N</b>	BI-WEEKLY	2,290.40	2,352.40	2,414.40	2,476.40	2,538.40	2,600.40	2,662.40	2,724.40	2,786.40	2,848.40	2,910.40	2,972.40	3,034.40	3,096.40	3,158.40	3,220.40	3,282.40	3,344.40
	HOURLY	28.63	29.41	30.18	30.96	31.73	32.51	33.28	34.06	34.83	35.61	36.38	37.16	37.93	38.71	39.48	40.26	41.03	41.81
	ANNUAL	53,560.00	54,932.80	56,305.60	57,678.40	59,051.20	60,424.00	61,796.80	63,169.60	64,542.40	65,915.20	67,288.00	68,660.80	70,033.60	71,406.40	72,779.20	74,152.00	75,524.80	76,897.60
<b>M</b>	BI-WEEKLY	2,060.00	2,112.80	2,165.60	2,218.40	2,271.20	2,324.00	2,376.80	2,429.60	2,482.40	2,535.20	2,588.00	2,640.80	2,693.60	2,746.40	2,799.20	2,852.00	2,904.80	2,957.60
	HOURLY	25.75	26.41	27.07	27.73	28.39	29.05	29.71	30.37	31.03	31.69	32.35	33.01	33.67	34.33	34.99	35.65	36.31	36.97
	ANNUAL	46,321.60	47,694.40	49,067.20	50,440.00	51,812.80	53,185.60	54,558.40	55,931.20	57,304.00	58,676.80	60,049.60	61,422.40	62,795.20	64,168.00	65,540.80	66,913.60	68,286.40	69,659.20
<b>L</b>	BI-WEEKLY	1,781.60	1,834.40	1,887.20	1,940.00	1,992.80	2,045.60	2,098.40	2,151.20	2,204.00	2,256.80	2,309.60	2,362.40	2,415.20	2,468.00	2,520.80	2,573.60	2,626.40	2,679.20
	HOURLY	22.27	22.93	23.59	24.25	24.91	25.57	26.23	26.89	27.55	28.21	28.87	29.53	30.19	30.85	31.51	32.17	32.83	33.49
	ANNUAL	45,198.40	46,529.60	47,860.80	49,192.00	50,523.20	51,854.40	53,185.60	54,516.80	55,848.00	57,179.20	58,510.40	59,841.60	61,172.80	62,504.00	63,835.20	65,166.40	66,497.60	67,828.80
<b>K</b>	BI-WEEKLY	1,738.40	1,789.60	1,840.80	1,892.00	1,943.20	1,994.40	2,045.60	2,096.80	2,148.00	2,199.20	2,250.40	2,301.60	2,352.80	2,404.00	2,455.20	2,506.40	2,557.60	2,608.80
	HOURLY	21.73	22.37	23.01	23.65	24.29	24.93	25.57	26.21	26.85	27.49	28.13	28.77	29.41	30.05	30.69	31.33	31.97	32.61
	ANNUAL	44,075.20	45,385.60	46,696.00	48,006.40	49,316.80	50,627.20	51,937.60	53,248.00	54,558.40	55,868.80	57,179.20	58,489.60	59,800.00	61,110.40	62,420.80	63,731.20	65,041.60	66,352.00
<b>J</b>	BI-WEEKLY	1,695.20	1,745.60	1,796.00	1,846.40	1,896.80	1,947.20	1,997.60	2,048.00	2,098.40	2,148.80	2,199.20	2,249.60	2,300.00	2,350.40	2,400.80	2,451.20	2,501.60	2,552.00
	HOURLY	21.19	21.82	22.45	23.08	23.71	24.34	24.97	25.60	26.23	26.86	27.49	28.12	28.75	29.38	30.01	30.64	31.27	31.90
	ANNUAL	43,014.40	44,283.20	45,552.00	46,820.80	48,089.60	49,358.40	50,627.20	51,896.00	53,164.80	54,433.60	55,702.40	56,971.20	58,240.00	59,508.80	60,777.60	62,046.40	63,315.20	64,584.00
<b>I</b>	BI-WEEKLY	1,654.40	1,703.20	1,752.00	1,800.80	1,849.60	1,898.40	1,947.20	1,996.00	2,044.80	2,093.60	2,142.40	2,191.20	2,240.00	2,288.80	2,337.60	2,386.40	2,435.20	2,484.00
	HOURLY	20.68	21.29	21.90	22.51	23.12	23.73	24.34	24.95	25.56	26.17	26.78	27.39	28.00	28.61	29.22	29.83	30.44	31.05
	ANNUAL	40,934.40	42,140.80	43,347.20	44,553.60	45,760.00	46,966.40	48,172.80	49,379.20	50,585.60	51,792.00	52,998.40	54,204.80	55,411.20	56,617.60	57,824.00	59,030.40	60,236.80	61,443.20
<b>H</b>	BI-WEEKLY	1,574.40	1,620.80	1,667.20	1,713.60	1,760.00	1,806.40	1,852.80	1,899.20	1,945.60	1,992.00	2,038.40	2,084.80	2,131.20	2,177.60	2,224.00	2,270.40	2,316.80	2,363.20
	HOURLY	19.68	20.26	20.84	21.42	22.00	22.58	23.16	23.74	24.32	24.90	25.48	26.06	26.64	27.22	27.80	28.38	28.96	29.54
	ANNUAL	38,958.40	40,102.40	41,246.40	42,390.40	43,534.40	44,678.40	45,822.40	46,966.40	48,110.40	49,254.40	50,398.40	51,542.40	52,686.40	53,830.40	54,974.40	56,118.40	57,262.40	58,406.40
<b>G</b>	BI-WEEKLY	1,498.40	1,542.40	1,586.40	1,630.40	1,674.40	1,718.40	1,762.40	1,806.40	1,850.40	1,894.40	1,938.40	1,982.40	2,026.40	2,070.40	2,114.40	2,158.40	2,202.40	2,246.40
	HOURLY	18.73	19.28	19.83	20.38	20.93	21.48	22.03	22.58	23.13	23.68	24.23	24.78	25.33	25.88	26.43	26.98	27.53	28.08
	ANNUAL	36,171.20	37,252.80	38,334.40	39,416.00	40,497.60	41,579.20	42,660.80	43,742.40	44,824.00	45,905.60	46,987.20	48,068.80	49,150.40	50,232.00	51,313.60	52,395.20	53,476.80	54,558.40
<b>F</b>	BI-WEEKLY	1,391.20	1,432.80	1,473.60	1,514.40	1,555.20	1,596.00	1,636.80	1,677.60	1,718.40	1,759.20	1,800.00	1,840.80	1,881.60	1,922.40	1,963.20	2,004.00	2,044.80	2,085.60
	HOURLY	17.39	17.91	18.42	18.93	19.44	19.95	20.46	20.97	21.48	21.99	22.50	23.01	23.52	24.03	24.54	25.05	25.56	26.07
	ANNUAL	35,297.60	36,337.60	37,377.60	38,417.60	39,457.60	40,497.60	41,537.60	42,577.60	43,617.60	44,657.60	45,697.60	46,737.60	47,777.60	48,817.60	49,857.60	50,897.60	51,937.60	52,977.60
<b>E</b>	BI-WEEKLY	1,357.60	1,397.60	1,437.60	1,477.60	1,517.60	1,557.60	1,597.60	1,637.60	1,677.60	1,717.60	1,757.60	1,797.60	1,837.60	1,877.60	1,917.60	1,957.60	1,997.60	2,037.60
	HOURLY	16.97	17.47	17.97	18.47	18.97	19.47	19.97	20.47	20.97	21.47	21.97	22.47	22.97	23.47	23.97	24.47	24.97	25.47
	ANNUAL	34,424.00	35,505.60	36,587.20	37,668.80	38,750.40	39,832.00	40,913.60	41,995.20	43,076.80	44,158.40	45,240.00	46,321.60	47,403.20	48,484.80	49,566.40	50,648.00	51,729.60	52,811.20
<b>D</b>	BI-WEEKLY	1,324.00	1,365.60	1,407.20	1,448.80	1,490.40	1,532.00	1,573.60	1,615.20	1,656.80	1,698.40	1,740.00	1,781.60	1,823.20	1,864.80	1,906.40	1,948.00	1,989.60	2,031.20
	HOURLY	16.55	17.07	17.59	18.11	18.63	19.15	19.67	20.19	20.71	21.23	21.75	22.27	22.79	23.31	23.83	24.35	24.87	25.39
	ANNUAL	33,113.60	34,153.60	35,193.60	36,233.60	37,273.60	38,313.60	39,353.60	40,393.60	41,433.60	42,473.60	43,513.60	44,553.60	45,593.60	46,633.60	47,673.60	48,713.60	49,753.60	50,793.60
<b>C</b>	BI-WEEKLY	1,273.60	1,313.60	1,353.60	1,393.60	1,433.60	1,473.60	1,513.60	1,553.60	1,593.60	1,633.60	1,673.60	1,713.60	1,753.60	1,793.60	1,833.60	1,873.60	1,913.60	1,953.60
	HOURLY	15.92	16.42	16.92	17.42	17.92	18.42	18.92	19.42	19.92	20.42	20.92	21.42	21.92	22.42	22.92	23.42	23.92	24.42
	ANNUAL	32,240.00	33,217.60	34,195.20	35,172.80	36,150.40	37,128.00	38,105.60	39,083.20	40,060.80	41,038.40	42,016.00	42,993.60	43,971.20	44,948.80	45,926.40	46,904.00	47,881.60	48,859.20
<b>B</b>	BI-WEEKLY	1,240.00	1,277.60	1,315.20	1,352.80	1,390.40	1,428.00	1,465.60	1,503.20	1,540.80	1,578.40	1,616.00	1,653.60	1,691.20	1,728.80	1,766.40	1,804.00	1,841.60	1,879.20
	HOURLY	15.50	15.97	16.44	16.91	17.38	17.85	18.32	18.79	19.26	19.73	20.20	20.67	21.14	21.61	22.08	22.55	23.02	23.49
	ANNUAL	31,200.00	31,865.60	32,531.20	33,196.80	33,862.40	34,528.00	35,193.60	35,859.20	36,524.80	37,190.40	37,856.00	38,521.60	39,187.20	39,852.80	40,518.40	41,184.00	41,849.60	42,515.20
<b>A</b>	BI-WEEKLY	1,200.00	1,225.60	1,251.20	1,276.80	1,302.40	1,328.00	1,353.60	1,379.20	1,404.80	1,430.40	1,456.00	1,481.60	1,507.20	1,532.80	1,558.40	1,584.00	1,609.60	1,635.20
	HOURLY	15.00	15.32	15.64	15.96	16.28	16.60	16.92	17.24	17.56	17.88	18.20	18.52	18.84	19.16	19.48	19.80	20.12	20.44

Safety & Compliance Manager, Chief Appraiser, Fire & Emergency Services Director, Certified Building Official

Electrical Inspector/ Code Enforcement Officer, Mechanical & Plumbing Inspector

GIS Parcel Mapper, BOE Chief, Court Compliance Supervisor, FM Foreman

Executive Assistant

DWI Program Coordinator, FM Lead Technician

Human Resources Generalist, HVAC Technician, Senior Accountant, Public Records (IPRA) Coordinator

Assistant Planner, Office Administrator (Detention), Assessor's Office Administrator, Project Specialist

Court Compliance Officer, Public Records (IPRA) Clerk

Appraiser

Admin. Assistant, Property & Evidence Custodian, Finance Officer

BOE Deputy, Animal Control Officer, Civil Process Server, Detention Clerk, Detention Secured Area Clerk, Recording & Filing Supervisor, Sheriff Clerk, Civil Records Assistant, Probate Clerk Deputy

Deputy Assessor, Deputy Clerk, Deputy Treas, Facility Maintenance

Eligibility Officer, Community Service Tech, DWI/ Court Services Tech, Groundskeeper

Custodian

**AGENDA ITEM: 2**

Accept Requests for  
Nomination to NM  
Senate Seat 33 Vacated  
by Senator Nicholas Paul

**MEETING DATE:** November 5, 2025

**STAFF SUMMARY REPORT**

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**ACTION REQUESTED BY:** Bill Williams, County Manager

**ACTION REQUESTED:** Nomination for Senate Seat 33

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**ITEM SUMMARY:**

Having received the resignation of New Mexico Senator Nicholas Paul, on October 14, 2025, and as required per NM Constitution Article IV §4, it is incumbent upon the Chaves County Board of Commissioners to send forth the name of a nominee to the Governor of the State of New Mexico, for this elected official, to complete the term which will end December 31, 2028.

Staff requests that nomination requests be accepted by Chaves County and interested persons be allowed to address the Board of Commissioners and lay out their reasons for requesting consideration.

Staff requests that a name be sent forth by the Chaves County Commissioners indicating the person selected to the Governor of New Mexico.

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**SUPPORT DOCUMENTS:**

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**SUMMARY BY:** William B. Williams

**TITLE:** County Manager