

# COUNTY COMMISSIONERS

LIONOR F. MAESTAS  
CHAIR

VERONICA M. SERNA  
VICE-CHAIRMAN

ALFONSO J. GRIEGO  
MEMBER



2020 Mora County Courthouse/Admin. Bldg. Commission  
Regular Meeting  
Schedule

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The attached schedule is to provide all our officials, employees, and the public with a regular schedule to facilitate better communication and sharing of information in the preparation for meetings.

Regular meetings of the Mora County Courthouse/Admin. Bldg. Commission will be held the second Thursday of each month at 9:00 a.m. Locations are tentative and subject to change. Legal notice will be provided in accordance with the Mora County Courthouse/Admin. Bldg. Open Meetings Act Resolution.

|                              |           |                                  |
|------------------------------|-----------|----------------------------------|
| Thursday, January 9, 2020    | 9:00 a.m. | Mora Co. Courthouse/Admin. Bldg. |
| Thursday, February 13, 2020  | 9:00 a.m. | Mora Co. Courthouse/Admin. Bldg. |
| Thursday, March 12, 2020     | 9:00 a.m. | Mora Co. Courthouse/Admin. Bldg. |
| Thursday, April 9, 2020      | 9:00 a.m. | Mora Co. Courthouse/Admin. Bldg. |
| Thursday, May 14, 2020       | 9:00 a.m. | Mora Co. Courthouse/Admin. Bldg. |
| Thursday, June 11, 2020      | 9:00 a.m. | Mora Co. Courthouse/Admin. Bldg. |
| Thursday, July 9, 2020       | 9:00 a.m. | Mora Co. Courthouse/Admin. Bldg. |
| Thursday, August 13, 2020    | 9:00 a.m. | Mora Co. Courthouse/Admin. Bldg. |
| Thursday, September 10, 2020 | 9:00 a.m. | Mora Co. Courthouse/Admin. Bldg. |
| Thursday, October 8, 2020    | 9:00 a.m. | Mora Co. Courthouse/Admin. Bldg. |
| Thursday, November 12, 2020  | 9:00 a.m. | Mora Co. Courthouse/Admin. Bldg. |
| Thursday, December 10, 2020  | 9:00 a.m. | Mora Co. Courthouse/Admin. Bldg. |

## Please note the following:

|   |                                      |
|---|--------------------------------------|
| <b>Notice for regular meetings published (OMA)</b>      | <b>10 days in advance of meeting</b> |
| <i>Requests from general public</i>                     | <i>10 days in advance of meeting</i> |
| <i>Requests from elected officials/department heads</i> | <i>5 days in advance of meeting</i>  |
| <b>Final Agenda Posted (OMA)</b>                        | <b>72 hours (Monday 9:00 a.m.)</b>   |
| <b>Commissioner Packets Ready</b>                       | <b>72 hours (Monday 9:00 a.m.)</b>   |

All request for agenda items from the general public should be requested by phone, in writing, or by email to the County Manager. Commissioners who receive requests from the public should transmit those to the County Manager by the deadline (10 days in advance of meeting). All requests from elected officials and department heads for agenda items should be submitted to the County Manager (5 days in advance of meeting).

These policies and deadlines have been determined by the Commission but it is the ultimate responsibility of the County manager to implement these procedures and adhere to the deadlines. The County manager can delegate but is ultimately responsible for the correct implementation.