

BOARD OF UNION COUNTY COMMISSIONERS
SPECIAL MEETING
AGENDA
June 9, 2022

UNION COUNTY, NM
DOCUMENT #202200485
06/6/22 08:12:50 AM
1 of 1
BY Brenda Green

9:00 a.m.

1. Call to order
2. Pledge of Allegiance

- i. Resolution 2022-40 Proclamation Extending Restrictions on Fireworks Due to Extreme Drought
- ii. Discussion regarding Assessor's Software
- iii. Resolution 2022-41 BAR Agency Funds
- iv. Resolution 2022-42 BAR Rabbit Ear Fire Fees
- v. Resolution 2022-43 BAR LEFP

9:00 Citizen's Forum
Livestock Producer Concerns

Adjourn

As of 6/6/2022

Next Regular Meeting June 14, 2022



RESOLUTION NUMBER 2022-40
PROCLAMATION EXTENDING THE FIREWORK RESTRICTION DUE TO EXTREME DROUGHT CONDITIONS

WHEREAS, at the Regularly Scheduled public meeting on May 10, 2022, the Board of County Commissioners of Union County adopted a Proclamation restricting the sale and use of certain fireworks within the unincorporated areas of Union County for thirty (30) days based upon current and future drought conditions pursuant to § 60-2C-8.1 NMSA 1978; and,

WHEREAS, the Board of County Commissioners of Union County finds, based upon the current conditions such as low relative humidity and high winds and the current drought indices published by the National Weather Service and the New Mexico State Forestry Division, that extreme drought conditions continue to affect the unincorporated areas of Union County; and,

WHEREAS, at its special Commission Meeting held on June 9, 2022, the Board of County Commissioners of Union County again reviewed and discussed the current and future weather conditions for Union County and determined that the restriction of fireworks should be extended.

NOW, THEREFORE, the Board of County Commissioners of Union County does hereby proclaim that the restrictions within the Proclamation adopted May 10, 2022 are to remain in effect and hereby are extended for an additional thirty (30) days from the date hereof.

- Section 1. For purposes of the Proclamation, the word “fireworks” means any device intended to produce a visible or audible effect by combustion, deflagration, or detonation. The term fireworks is used in this Proclamation includes but is not limited to the definition of “fireworks” provided in NMSA 1978, Section 60-2C-2N (2007).
- Section 2. Pursuant to NMSA 1978, Section 60-2C-8.1 (F)(2)(a)(1999), the Board of County Commissioners does hereby allow the sale but limits the use of cone fountains, crackling devices, cylindrical fountains, flutter sparklers, ground spinners, illuminating torches, toy smoke devices, wheels, and mines fireworks within the unincorporated areas of Union County to areas that are paved or barren or that have a readily accessible source of water for use by the homeowner or the general public.
- Section 3. Pursuant to NMSA 1978, Section 60-2c-8.1 (F)(1)(1999) the following types of fireworks are banned from sale and use within the unincorporated areas of Union County: missile-type rockets, helicopters, aerial spinners, stick-type rockets, ground audible devices, and display fireworks.
- Section 4. Pursuant to NMSA 1978, Section 60-2c-8.1 F (2)(b)(1999), the Board of County Commissioners give itself the power to and does hereby ban the use of all fireworks within wild lands in its jurisdiction. (“Wildlands” means any lands covered wholly or in part by timber, brush, or native grass).

Section 5. Except as permitted by this Proclamation, the sale and use of all other fireworks of any kind or description are banned within the unincorporated areas of Union County.

Criminal and Civil Penalties.

Any individual, firm, partnership or corporation that violates any provision of the Fireworks Licensing and Safety Act, or the terms and provisions of this resolution, shall, pursuant to NMSA 1978 Section 60-2C-10(A), be guilty of a misdemeanor and upon conviction shall be punished by a fine of not more than one thousand dollars (\$1,000) or imprisoned for not more than one year, or both. If a person is found guilty of violating any of the provisions of the Fireworks Licensing and Safety Act, that person may be subject to civil penalties as set forth in NMSA 1978 Section 60-2C-11.

PASSED, APPROVED AND ADOPTED this 9th day of June, 2022.

BOARD OF COUNTY COMMISSIONERS OF UNION COUNTY, NEW MEXICO

A T T E S T
S E A L

Brenda Green, County Clerk

By:

Justin Bennett, Chairman

Clayton Kiesling, Member

Walter Hall, Member

UNION COUNTY ASSESSOR REQUEST FOR SOFTWARE UPDATE/CONVERSION

Currently the Assessor's Office uses Triadic. Due to issues with the Triadic Appraisal Program. I would like to request the Union County Commissioners approve a software update/conversion to Tyler Technologies as outlined.

OVERVIEW:

In 2020 I began to notice appraisals that were not pulling properly. Screen shots of accounts and issues sent to Tina.

In 2021 it was advised by Tina that our appraisal system had not been updated in 10 years and this was the cause of some of the issues.

In 2022 an update to the appraisal system occurred and the following value errors continued or are new: TRIADIC SPECIFIC PROGRAMMING ISSUES:

- Linking Issue (causing double assessment because system is not recognizing initial appraisal code and codes from previous year have to be manually deleted in these accounts);
- If there is more than 1 residence on a parcel the values are cancelling each other out causing value loss;
- Residential Code Issue - Error in year built causing page not to update info in this page;
- Commercial Code Issue - Causing double assessment with non-residential structure code;
- Residences raised to 6% in 2022 and Statue only allows for a 3% raise on homes and the cap is only lifted when a home is sold or when improvements are made to a home.
- 65 & Older or Disabled Limitation on Value picked up full residential values in accounts causing the accounts to have the limited value as well as the full appraisal value causing over assessment;
- Accounts within \$1,000 taxable value from appraisal taxable value not moving causing value loss and will be fixed manually in 2023;

IMPACT ON VALUE:

- 23 Accounts reviewed with 134,274 in taxable OVER value
- 8 Accounts reviewed with 66,786 in taxable LOSS in value
- 754 residence values raised 6% instead of 3%-634 letters mailed to owners who were affected. -Cost of postage, envelopes, paper is \$439.01 which Triadic is to reimburse. This caused 409,142 in taxable OVER value.
- Other accounts have been fixed without noting value loss or over assessment but we continue to fix accounts as they are found. We can estimate about an additional 200,000 TXBL OVER value which we have found and fixed to date mainly caused by the "Linking Issue".

IF WE CONTINUE WITH TRIADIC:

- Right now, there is no time frame as to when programming issues will be fixed-*See attached e-mail* (No response has been received regarding specific programming issues only 6% increase);
- Will have to continue to watch new Appraisals & Reappraisals to be sure programing is fixed in 2023 and forward causing repetitive work due to an unreliable program;
- Progress of field visits to pick up new values will be slowed;
- Values are wonky and as we pick up new values, we have to watch that the system does not cancel out new values and accounts are valued correct.

COUNTIES ON TRIADIC:

10 Assessor offices currently use Triadic plus 2 others are currently converting to Tyler, 5 of the 10 Triadic users do not use the Triadic Appraisal System, they use a stand-alone Marshall and Swift Appraisal System. 16 Counties use Tyler Technologies. Santa Fe County uses Proval but is currently looking at converting to Tyler. 4 Counties have not responded to which CAMA System they use.

COST FOR CONVERSION TO TYLER TECHNOLOGIES

Assessor's office:

- Annual hosting fee estimate: \$49K
 - Professional Services estimate: \$90K
 - Travel expenses (estimate – actual expenses billed) - \$10,000
- Total Estimated Contract Assessor only: $\$49K + 90K = \$139K + \$10,000 = 149K$

The current Ending Cash Balance for the Assessor's Reappraisal Fund is \$120,078.29. The **May 2021** Ending Cash Balance for the Assessor's Reappraisal Fund was 101,905.84. I would like to use \$50,000 from this Fund to help with the cost.

MONTHLY COST FOR APPRAISAL SYSTEM:

Triadic: \$1,300.00/month

Tyler: \$4,084.00/month

SOLUTION

I have attached information from San Miguel County's conversion to Tyler Technologies because Union County is currently experiencing the Challenges they were and as Assessor I believe we can experience the same solution and results.

Tyler Solutions is a much higher cost than Triadic but right now our values are up and down and we are having to diligently watch accounts to be sure our tax payer's accounts are accurate, which in turn means they are paying the correct property taxes. If Union County's values are up and down and we continue to spend time redundantly watching accounts Union County Values will not grow. Progress of getting out into the field and picking up new values or reappraising values to market slows down.

If we are unable to convert to Tyler Technologies, we will need to do more manual appraisal. We currently have the Marshall and Swift books and codes are created in the appraisal system with the proper price per square foot, our issue is we cannot depend on the appraisal system to pick up the data entered into the system so they will have to be added to the value manually and not depend on the appraisal system, which is going to continue to take more time and effort. We may get to the point we will need to hire another appraiser whose main focus is this.

Property Tax Division also has a fund to help Assessor's with Technical Issues which would be a loan. I am in the process of getting more information from PTD on this.

From: Hollie Sandoval
Sent: Wednesday, May 18, 2022 8:20 AM
To: tei@triadicnet.com
Subject: Union County Appraisal Issues

Good morning Triadic,

As most of you are aware we have been having appraisal issues which I initially began to question in 2021 pertaining to appraisals which were done in 2020 or previous. The end of March of 2022 specific programming issues were identified and nothing has been done. Triadic updated our system in 2022 after it had not been updated in 10 years.

Last week on Wednesday it was found that the residential values INCREASED MORE THAN 3%. Tina was working on this but to date I have heard nothing about why this happened. Upon my staff's review of residential accounts the increase is between 6 and 7% increase. Some residential values are not moving at all and have not in years.

I have decided to send this e-mail because at this point these issues are out of control and to date there is no resolution.

How do we get this resolved?

Hollie Sandoval



Assessor

200 Court St.

PO Box 430

Clayton, NM 88415

575-374-9441

Website: unionnm.us

Hollie.Sandoval@unionnm.us

San Miguel County, NM, Enhances Information Sharing

Industry: County Government

Location: Las Vegas, New Mexico

Number of Employees: 120

Population: 27,760

Number of Years as a Tyler Client: 3

Tyler Product Used: Eagle™, Incode® Financial Management, Incode® Human Capital Management

Challenges

San Miguel county was looking for more efficient ways to turn data to action and streamline workflows. Nestled between the Santa Fe National Forest and the Las Vegas National Wildlife Refuge, the county had experienced its fair share of struggles with software regarding access, accuracy, and efficiency. After evaluating its operations, the county knew it needed a software solution that could allow different roles in the organization to maximize their potential, minimize redundant effort, and limit bottlenecks. San Miguel would require a way to integrate office interaction and make data actionable.

The county also found this communication and sharing of information between offices and staff needed to be more proactive. Then, it could minimize gaps in collecting data, streamline processing transactions, verify important information, and keep tasks moving. This meant access to data shared between accounts, roles, and offices was critical to operations, and a welcome capability.

However, this shared internal data would need to be accurate and reliable. Through the process of a conversion from one database or software tool to another, it is very challenging to sort and extract the appropriate data for use in a new system. So, with the county migrating from a software tool that did not employ the capability to mass change or batch process, there existed invalid or unreliable data. This caused excess paperwork with significant manual data entry and wasted time and effort. The county needed software that could truly allow the staff to command the land and official records operations, as well as optimize various appraisal and tax processes.

"In the beginning it was a single-entry database. We processed less affidavits.

Case Study Highlights

The county processed more than 300 affidavits – double the amount of the previous year

Assessors' updates automatically appear on the treasurer's side

Faster appraisal process with accurate, real-time data and documents linked to parcel information

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We lost revenue by missing change of ownership exemptions. It was hard on the taxpayer," said Desiree Trujillo, computer information specialist for the county.

"Numbers never balanced, and they never agreed with what we were reporting. So, it was difficult to report and make decisions off those values," she noted.

Ultimately, the visibility, up-to-date data, and actively managed tasks were the keys to much of the transformation San Miguel was seeking — a transformation the county noticed upon implementing Tyler's Eagle™ software.

Solution

As the county began its implementation of Eagle, operations saw a shift in accuracy and accountability almost immediately. The organization now clearly views data, removing the constraints of the previous software's lack of capabilities. San Miguel also employs customized processes to ensure data and tasks progress through streamlined day-to-day workflows. Software tools from Tyler now enable significant opportunities for staff in regard to what they can do. Employees now have the ability to share data, access relevant information, and reduce redundant effort.

Specifically, the interaction through Eagle's appraiser and assessor modules allows the assessor's office to do more than it thought possible. After processing roughly 160 affidavits a year, staff noticed certain tasks were incomplete. In 2018, the county processed more than 300 affidavits — realizing an undiscovered opportunity in potential revenue it had not noticed before. Not only can appraisers process parcels faster, they can link documents to parcel information and rely on accurate and real-time data to back up their day-to-day operations. And, with the system tracking these tasks through appropriate workflows, the software holds people accountable and helps to mitigate gaps or errors.

On the tax billing and collections side, the Eagle treasurer module offers San Miguel a way to incorporate the data the assessors provide and keep track of existing internal documentation, transactions, and tasks. At the same time, the software's collaboration with Eagle assessor features makes the staff's lives so much easier. If an assessor updates a record, it also appears updated on the treasurer's side. This allows the offices to confirm the right information and send to the correct address. Now the flow of information helps to eliminate unnecessary paperwork and legwork. The use of more capable technology opens a line of communication the county needs — and it is facilitated by the processing of tasks and data.

Of all the technology implemented by San Miguel, the county's use of Eagle's records management module provides the most significant changes to communication and effort — at least from Trujillo's perspective. Offices minimize bookkeeping duties due to indexing capabilities, process files faster, and access a more reliable database. Staff notice that simply less manual work and keystrokes are necessary with Tyler's software. Now, county employees have tailored solutions to optimize everyday tasks through the new, fully-capable solutions.

The great thing about Eagle is it's something that everybody can use. It's user-friendly and it can be developed

based on the unique processes the user takes on.

Desiree Trujillo
Computer Information Specialist

Another benefit for San Miguel is the improved visibility of a person's account. Noting sibling accounts within a record was something the office didn't excel at previously, and now it is able to take ownership of the data with confidence before proceeding with any changes. Missing adjustments to records can result in a tax lien on a person's property. However, with software solutions from Tyler, staff can quickly and easily view whether an ownership record has multiple accounts and apply changes to all related records almost effortlessly, and with data reliability.

Quite simply, the transition to Eagle and the use of multiple features within the solution allowed San Miguel county to get its balance back. County offices are very pleased with the ability to customize workflows and stay on top of day-to-day tasks. The tools are easy to use and are tailored to fit the organization and roles within it.

Trujillo noted, "It's user-friendly and can be developed based on the unique processes the user takes on."

The county is just beginning to take command of operations with its new software solutions, and it doesn't appear to be slowing down.

Results

It is impressive to note that San Miguel county has only been working with Tyler solutions for a few years, though it is already reaping the benefits of improved workflow in its offices. Data is directed, tracked, and processed with complete control. Overall, the county is more productive, processes more affidavits, spends less time engaging in redundant data entry, and offers employees more access to critical information at their fingertips.

By implementing Eagle and various components to make operations easier, San Miguel county can develop digital workflows and refine processes for maximum efficiency. Taxpayers are experiencing more transparency, and Tyler's software and support give the offices the ongoing ability to implement changes quickly. As statutes and laws change, the county is prepared to be agile now that its tools can keep up.

Learn How Eagle Delivers Accuracy, Efficiency, and Transparency

Tyler's Eagle software solution has been an industry leader for more than 40 years by providing the advanced functionality tax and recording offices need to achieve the highest levels of efficiency, accuracy, and customer service. The Eagle suite includes modules for recording, assessing, and tax billing and collections — all designed to help you accomplish your goals.

When you turn to Eagle, you can take advantage of the industry's most advanced tools to streamline operations, ensure fair and equitable taxation, and efficiently manage land and vital records.

UNION COUNTY
Resolution No. 2022-41

Authorization of Property Taxes Held for Others Fund (596) (702) (806) (DFA #70200) budget increase

WHEREAS, the Board of Commissioners of Union County meeting in special session on June 9, 2022 did propose to make budget adjustments; and

WHEREAS, the County of Union does, through Budget Resolution 2022-41 ask that authorization for the budgetary adjustments be granted, as summarized in the attachment; and

WHEREAS, the County of Union wishes to increase revenue and expenses by twelve dollars (12.00) in Fund (596), twelve hundred thirty two dollars (\$1232.00) in Fund (702), and seven thousand two hundred dollars (\$7200.00) in fund (806) for a total of eight thousand four hundred forty-four dollars (\$8444.00) for the Property Taxes Held for Others, and to satisfy the anticipated increase in tax distributions for the remainder of the fiscal year.

NOW THEREFORE, BE IT RESOLVED the Board of Commissioners of Union County does hereby approve the aforementioned budget adjustments and respectfully requests the authorization for the budgetary adjustments and revisions be granted by the Local Government Division of the Department of Finance and Administration of the State of New Mexico.

IN WITNESS WHEREOF, we have hereunto set our hands and official seal this 10th day of May, 2022.

BOARD OF COMMISSIONERS - UNION COUNTY

ATTEST:

Justin Bennett, Chairman

Clayton Kiesling, Member

Brenda Green, County Clerk

Walter Hall, Member



Manage Line Items for Budget increase Property Taxes Held for Others

Home > Budgets > Adjustments > Items / Files

+ Add + Transfer + Import + Delete + Export + BAR

Submit to Analyst

CSV Show 100 entries

Search:

<input type="checkbox"/>	Fund ^	Department ^	Object Code ^	Original Budget ⇅	PreAdjusted Budget ⇅	Adjustment ^	Adjusted Budget ⇅	Status ^	My Comments ⇅	Unread ^	Actions
<input type="checkbox"/>	70200 Property Taxes Held for Others 596,702,806	0001 No Department 00	41500 Property Tax - Current 1010	1,800,000.00	2,025,000.00	8,444.00	2,033,444.00	entity	0	0	Actions
<input type="checkbox"/>	70200 Property Taxes Held for Others 596,702,806	1006 County Treasurer 00	57020 Claims/Judgments /Settlements 3000	2,000,000.00	2,225,000.00	8,444.00	2,233,444.00	entity	0	0	Actions

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BShompson
6/16/22

UNION COUNTY
Resolution No. 2022-42

Authorization of Rabbit Ear Fire Fees (410) (DFA #20900) budget increase

WHEREAS, the Board of Commissioners of Union County meeting in special session on June 9, 2022 did propose to make budget adjustments; and

WHEREAS, the County of Union does, through Budget Resolution 2022-42 ask that authorization for the budgetary adjustments be granted, as summarized in the attachment; and

WHEREAS, the County of Union wishes to increase revenue and expenses by thirty thousand (\$30,000.00) in Fund 410 for the increase of reimbursements for recent fires and to satisfy the anticipated increase in fire expenses for the remainder of the fiscal year.

NOW THEREFORE, BE IT RESOLVED the Board of Commissioners of Union County does hereby approve the aforementioned budget adjustments and respectfully requests the authorization for the budgetary adjustments and revisions be granted by the Local Government Division of the Department of Finance and Administration of the State of New Mexico.

IN WITNESS WHEREOF, we have hereunto set our hands and official seal this 9th day of June, 2022.

BOARD OF COMMISSIONERS - UNION COUNTY

ATTEST:

Justin Bennett, Chairman

Clayton Kiesling, Member

Brenda Green, County Clerk

Walter Hall, Member



Manage Line Items for Budget Increase REFD Fees

Home > Budgets > Adjustments > Items / Files

+ Add + Transfer Import Delete Export BAR

Submit to Analyst

CSV Show 100 entries

Search:

<input type="checkbox"/>	Fund ^	Department ^	Object Code ^	Original Budget	PreAdjusted Budget	Adjustment	Adjusted Budget	Status	My Comments	Unread	Actions
<input type="checkbox"/>	20900 Fire Protection 410	0001 No Department 00	46060 Reimbursements/Refunds 1262	37,500.00	37,500.00	30,000.00	67,500.00	entity	0	0	Actions
<input type="checkbox"/>	20900 Fire Protection 410	2002 General Administration 54	57999 Other Operating Costs 2076	25,000.00	25,000.00	30,000.00	55,000.00	entity	0	0	Actions

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*BS Thompson
6/6/22*

UNION COUNTY
Resolution No. 2022-43

Authorization of Law Enforcement Protection Fund (605) (DFA #21100) budget increase

WHEREAS, the Board of Commissioners of Union County meeting in special session on June 9, 2022 did propose to make budget adjustments; and

WHEREAS, the County of Union does, through Budget Resolution 2022-43 ask that authorization for the budgetary adjustments be granted, as summarized in the attachment; and

WHEREAS, the County of Union wishes to increase revenue and expenses by nine thousand seven hundred and two cents (\$9,700.02) in Fund 605 for the increase of Law Enforcement Protection Funds for the JPA with the Village of Des Moines for law enforcement services. The increase in expenses will be for items in compliance with the rules of the LEPF grant.

NOW THEREFORE, BE IT RESOLVED the Board of Commissioners of Union County does hereby approve the aforementioned budget adjustments and respectfully requests the authorization for the budgetary adjustments and revisions be granted by the Local Government Division of the Department of Finance and Administration of the State of New Mexico.

IN WITNESS WHEREOF, we have hereunto set our hands and official seal this 9th day of June, 2022.

BOARD OF COMMISSIONERS - UNION COUNTY

ATTEST:

Justin Bennett, Chairman

Clayton Kiesling, Member

Brenda Green, County Clerk

Walter Hall, Member



Manage Line Items for Budget Increase LEPF JPA Des Moines

Home > Budgets > Adjustments > Items / Files

+ Add + Transfer Import Delete Export BAR

Submit to Analyst

CSV Show 100 entries

Search:

<input type="checkbox"/>	Fund ^	Department ^	Object Code ^	Original Budget	PreAdjusted Budget	Adjustment	Adjusted Budget	Status	My Comments	Unread	Actions
<input type="checkbox"/>	21100 Law Enforcement Protection <small>605</small>	0001 No Department <small>00</small>	47110 State - Law Enforcement Protection (DFA) <small>1592</small>	23,000.00	23,000.00	9,701.00	32,701.00	entity	0	0	Actions
<input type="checkbox"/>	21100 Law Enforcement Protection <small>605</small>	3001 Law Enforcement <small>92</small>	56040 Supplies - Furniture/Fixtures /Equipment (Non-Capital) <small>2081</small>	5,000.00	5,000.00	9,701.00	14,701.00	entity	0	0	Actions

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B. Thompson
6/16/22