

FIFTH JUDICIAL DISTRICT COURT AGENCY 235



CHAVES COUNTY



LEA COUNTY



EDDY COUNTY

APPROPRIATION REQUEST FISCAL YEAR 2027

JULY 1, 2026—JUNE 30, 2027



FIFTH JUDICIAL DISTRICT COURT
STATE OF NEW MEXICO

Russell F. Hardy
Court Financial Officer

P.O. Box 1776
Roswell, NM 88202-1776
Phone (575) 622-2565
Fax (575) 624-9506

September 2, 2025

Dr. Andrew Miner
Department of Finance and Administration
Budget Division
Bataan Memorial Bldg. Rm. 190
407 Galisteo St.
Santa Fe, NM 87501

RE: Agency 235 FY26 Appropriation, Expansion, and Special Request

Dear Dr. Miner:

Herein, the Fifth Judicial District Court (5th JDC) submits to you its FY27 Appropriation Request. We stand available to answer questions that may arise regarding our appropriation request document.

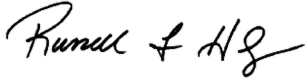
The Court's FY27 Appropriation Request for funding from the General Fund for base seeks an appropriation of \$16,564.2 which represents an increase of 5.46% or \$857.0 above the FY26 General Fund Operating Budget of \$15,707.2 (not including the one-time HCA funding of \$380.5). The additional \$857.0 requested includes \$150.2 in a Base Budget Expansion request adding funding to Category 200 to provide two (2) new FTEs for the 5th JDC. The two new FTEs are to add two Court Services Specialist positions at the Chaves District Court.

The two Court Services Specialist positions would be responsible for compiling documentation related to Inspection of Public Records Act (IPRA) requests which have grown immensely over the past few fiscal years, overseeing the Loss Prevention/Control program and Americans with Disabilities Act (ADA) programs within the District, assisting in maintaining and troubleshooting audio/visual systems throughout the District, assisting District Court Judges with appellate case preparation, employee training, and other day-to-day court activities. The remaining \$706.8 requested is broken out as follows: \$151.7 to offset GSD rate increases; \$114.0 to offset projected health insurance rate increases; and \$441.1 to replace the one-time non-recurring HCA Health Insurance funding from FY26.

The FY27 Appropriation Base Budget Request mentioned above are crucial to the continued operation of the Court. If the FY27 requests are not funded at or above the requested level, the 5th JDC will not be able to meet

the growing number of cases that are currently being filed now and into the foreseeable future. In our humble opinion, the items requested for FY27 are minimal, at best, and are essential to providing the citizens of the State of New Mexico's Fifth District with access to justice and the delivery of quality services in a timely manner.

Thank you for your consideration of this request,

A handwritten signature in black ink, appearing to read "Russell F. Hardy".

Russell F. Hardy, Ph.D.
Court Financial Manager, CFO

rosdrfh@nmcourts.gov

(575) 622-2565 – Voice

(575) 624-7501 - Fax

FY27 Appropriation Request Checklist

Agency Name: FIFTH JUDICIAL DISTRICT COURT

Business Unit: 23500

Reports to Include in PDF Submission

Form #	Title	
<input checked="" type="checkbox"/>	Cvr Ltr	Cover Letter <i>Agency Level</i>
<input checked="" type="checkbox"/>	S-1	Certification <i>Agency Level</i>
<input checked="" type="checkbox"/>	S-2	Organizational Chart <i>Agency/Program Level</i>
<input checked="" type="checkbox"/>	S-8	Financial Summary (BFM) <i>Agency/Program Level</i>
<input checked="" type="checkbox"/>	S-9	Account Code Revenue / Expenditure Report <i>Agency/Program Level</i>
<input checked="" type="checkbox"/>	S-10	Fund Balance Projection <i>Fund Level</i>
<input checked="" type="checkbox"/>	S-13	Detail of Rate Line Items (see instructions) <i>Agency Level</i>
<input checked="" type="checkbox"/>	P-1	Program Narrative <i>Program Level</i>
<input type="checkbox"/>	R-2	Transfer Report <i>Agency Level</i>
<input checked="" type="checkbox"/>	REV/EXP	Revenue-Expenditure Comparison Report <i>Agency/Program Level</i>
<input type="checkbox"/>	FFRW	Detail of Federal Funds Revenue Worksheet <i>Agency/Program Level</i>
<input type="checkbox"/>	EB-1	Expansion Justifications <i>Program Level</i>
<input type="checkbox"/>	EB-2	Expansion Fiscal Summary <i>Program Level</i>
<input type="checkbox"/>	EB-3	Expansion Line Item Detail <i>Program Level</i>
<input type="checkbox"/>	LFR	Legislating for Results Expansion Tool <i>Program Level</i>
<input checked="" type="checkbox"/>	E4	Pcode Detail <i>Program Level</i>
<input checked="" type="checkbox"/>	E5	Contract by Pcode <i>Program Level</i>
<input type="checkbox"/>	SAR	Special Appropriation Request Report <i>Agency Level</i>
<input checked="" type="checkbox"/>	APR	Annual Performance Report <i>Program Level</i>
<input checked="" type="checkbox"/>	Table 2	Table 2 Performance Measure Summary <i>Program Level</i>
<input checked="" type="checkbox"/>	SP	Strategic Plan <i>Agency Level</i>
<input type="checkbox"/>	ITP	Information Technology Plan <i>Agency Level</i>
<input type="checkbox"/>	C-1	Base Operating Budget <i>Agency Level</i>
<input type="checkbox"/>	C-2	IT Request Plan <i>Agency Level</i>
<input type="checkbox"/>	Perf Audit	Update to LFC Performance Audits (within last 2 years) <i>Agency Level</i>

Documents to Attach in BFM (PDF Optional)

Where to Attach

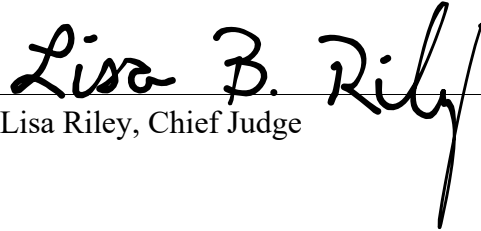
<input type="checkbox"/>	Board Cert	Board or Commission Budget Certification	<i>Form 9900</i>
<input type="checkbox"/>	E-6B	Leased Passenger-Related Vehicles	<i>Form 3300/4300</i>

**APPROPRIATION REQUEST
CERTIFICATION
FORM S-1**

Agency Name: Fifth Judicial District Court

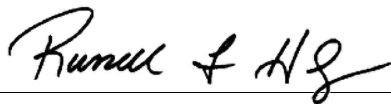
Business Unit: 23500

I hereby certify that the accompanying summary and detailed statements are true and correct to the best of my knowledge and belief and that the arithmetic accuracy of all numeric information has been verified.



Lisa Riley, Chief Judge

,



Russell Hardy, Court Financial Manager

400 N. Virginia, Suite 123
Roswell, NM 88201

(575) 622-2565, ext 123

rosdrfh@nmcourts.gov

Note: Appropriation Requests for agencies headed by a board or commission must be approved by the board or commission by official action and signed by the chairperson. Operating Budgets of other agencies must be signed by the director or secretary. Appropriation Requests not properly signed will be returned.

Agency Name: Fifth Judicial District Court
 Program Name: Fifth Judicial District Court

Business Unit: 23500
 Program Code: P235

**FY 27 APPROPRIATION BUDGET REQUEST
 ORGANIZATIONAL CHART
 FORM S-2**

FIFTH JUDICIAL DISTRICT COURT - 140.0 TOTAL FTEs (Including 21 Judges)

ADMINISTRATION:	8 FTE's - CEO, DEPUTY CEO, CFO, HR ADMINISTRATOR, HR GENERALIST, 3 FISCAL STAFF (Included in Chaves District Court Total)
CHAVES:	39.5 FTE'S INCLUDING 4 JUDGES (Judge James Hudson, Judge Dustin Hunter, Judge Thomas Lilley, Judge Jared Kallunki)
DISTRICT CRT	CASA/CHAVES COUNTY CASA BOARD OF DIRECTORS; MEDIATION PROGRAM; WATER ADJUDICATION; ADULT DRUG COURT (1 FTE); ALTERNATIVE DISPUTE RESOLUTION
EDDY:	27 FTE'S INCLUDING 4 JUDGES (Judge Jane Shuler-Gray, Judge Lisa Riley, Judge David Finger, Judge AnneMarie Lewis),
DISTRICT CRT	CASA/EDDY COUNTY CASA BOARD OF DIRECTORS; MEDIATION PROGRAM; ALTERNATIVE DISPUTE RESOLUTION
LEA:	30 FTE'S INCLUDING 4 JUDGES (Judge Efren Cortez, Chief Judge Mark Sanchez, Judge Lee Kirksey, Judge Michael H. Stone)
DISTRICT CRT	CASA/LEA COUNTY CASA BOARD OF DIRECTORS; MEDIATION PROGRAM; FAMILY REUNIFICATION DRUG COURT (1 FTE); ALTERNATIVE DISPUTE RESOLUTION
ROSWELL:	12 FTE'S INCLUDING 2 JUDGES (Judge James Mason, Judge Keith Rogers)
MAGISTRATE	WARRANT ENFORCEMENT CLERK (1 FTE)
ARTESIA	4 FTE'S INCLUDING 1 JUDGE (Judge Jimmy Foster)
MAGISTRATE	
CARLSBAD	10 FTE'S INCLUDING 2 JUDGES (Judge Megan Fish, Judge Kelly Callicoat)
MAGISTRATE	
HOBBS	8 FTE'S INCLUDING 2 JUDGES (Judge Willie Henry, Judge Clipper Miller)
MAGISTRATE	WARRANT ENFORCEMENT CLERK (1 FTE)
LOVINGTON	5.5 FTE'S INCLUDING 1 JUDGE (Judge Keith Clayton)
MAGISTRATE	WARRANT ENFORCEMENT CLERK (1 FTE)
EUNICE	4 FTE'S INCLUDING 1 JUDGE (Judge James Jones)
MAGISTRATE	

Check Box if this form is a revision

Revision no:

Revision Date:

Page

S-8 Financial Summary

(Dollars in Thousands)

BU PCode Department
23500 P235 000000

	2024-25 Opbud	2024-25 Actuals	2025-26 Opbud	2026-27 PCF Proj	Base	----- FY 2027 Agency Request ----- Expansion	Total
REVENUE							
111 General Fund Transfers	14,234.5	13,477.1	15,707.2	0.0	16,564.2	0.0	16,564.2
112 Other Transfers	632.2	1,471.7	654.7	0.0	566.4	0.0	566.4
130 Other Revenues	360.4	304.1	393.0	0.0	393.0	0.0	393.0
REVENUE, TRANSFERS	15,227.1	15,253.0	16,754.9	0.0	17,523.6	0.0	17,523.6
REVENUE	15,227.1	15,253.0	16,754.9	0.0	17,523.6	0.0	17,523.6
EXPENSE							
200 Personal services and employee benefits	13,516.2	13,440.3	14,869.2	30,463.3	15,665.4	0.0	15,665.4
300 Contractual services	1,041.4	749.4	1,251.2	0.0	1,217.0	0.0	1,217.0
400 Other	669.5	985.3	634.5	0.0	641.2	0.0	641.2
EXPENDITURES	15,227.1	15,175.0	16,754.9	30,463.31	17,523.6	0.0	17,523.6
EXPENSE	15,227.1	15,175.0	16,754.9	30,463.31	17,523.6	0.0	17,523.6
FTE POSITIONS							
810 Permanent	136.00	0.00	138.00	267.00	140.00	0.00	140.00
820 Term	1.00	0.00	1.00	0.00	1.00	0.00	1.00
FTEs	137.00	0.00	139.00	267.00	141.00	0.00	141.00
FTE POSITIONS	137.00	0.00	139.00	267.00	141.00	0.00	141.00

BU PCode Department
23500 P235 000000

S-9 Account Code Revenue/Expenditure Summary
(Dollars in Thousands)

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
499105	General Fd. Appropriation	14,234.5	13,477.1	15,707.2	0.0	16,564.2	0.0	16,564.2
111	General Fund Transfers	14,234.5	13,477.1	15,707.2	0.0	16,564.2	0.0	16,564.2
425909	Other Services - Interagency	207.3	154.1	290.3	0.0	202.0	0.0	202.0
475109	Other Gifts-Grants-Interagency	0.0	8.8	0.0	0.0	0.0	0.0	0.0
499905	Other Financing Sources	424.9	1,308.8	364.4	0.0	364.4	0.0	364.4
112	Other Transfers	632.2	1,471.7	654.7	0.0	566.4	0.0	566.4
418902	Other Filing Fees	1.0	0.0	0.0	0.0	0.0	0.0	0.0
429602	Court Costs	282.0	235.0	328.0	0.0	328.0	0.0	328.0
434402	Payments For Care-Individuals	60.0	67.1	65.0	0.0	65.0	0.0	65.0
475101	Other Gifts & Grants	17.4	2.0	0.0	0.0	0.0	0.0	0.0
130	Other Revenues	360.4	304.1	393.0	0.0	393.0	0.0	393.0
TOTAL REVENUE		15,227.1	15,253.0	16,754.9	0.0	17,523.6	0.0	17,523.6
520100	Exempt Perm Positions P/T&F/T	9,565.9	9,536.2	10,996.5	21,601.0	10,790.3	0.0	10,790.3
520200	Term Positions	39.3	43.9	54.3	0.7	48.4	0.0	48.4
520300	Classified Perm Positions F/T	0.0	0.1	0.0	0.0	0.0	0.0	0.0
520600	Paid Unused Sick Leave	5.0	0.0	6.0	0.0	6.0	0.0	6.0
520700	Overtime & Other Premium Pay	0.1	161.1	0.1	0.0	0.1	0.0	0.1
520800	Annl & Comp Paid At Separation	5.0	30.9	1.0	0.0	1.0	0.0	1.0
521100	Group Insurance Premium	1,064.6	1,085.8	759.4	3,599.1	1,669.1	0.0	1,669.1
521200	Retirement Contributions	1,718.4	1,656.4	1,960.6	3,467.0	1,918.9	0.0	1,918.9
521300	F I C A	873.7	692.1	811.4	1,334.1	791.8	0.0	791.8
521400	Workers' Comp Assessment Fee	0.0	8.1	0.0	0.0	1.3	0.0	1.3
521410	GSD Work Comp Insur Premium	8.2	0.0	10.2	0.0	41.5	0.0	41.5
521500	Unemployment Comp Premium	10.0	9.9	11.5	0.0	11.2	0.0	11.2
521600	Employee Liability Ins Premium	14.1	14.1	23.6	0.0	133.4	0.0	133.4
521700	RHC Act Contributions	211.9	201.7	234.6	461.3	252.4	0.0	252.4
200	Personal services and employee benef	13,516.2	13,440.3	14,869.2	30,463.3	15,665.4	0.0	15,665.4
535100	Medical Services	132.4	33.8	131.4	0.0	126.1	0.0	126.1
535200	Professional Services	0.0	294.2	0.0	0.0	295.0	0.0	295.0
535300	Other Services	875.6	398.7	1,092.1	0.0	764.0	0.0	764.0
535400	Audit Services	26.4	22.6	27.7	0.0	31.9	0.0	31.9
535500	Attorney Services	7.0	0.0	0.0	0.0	0.0	0.0	0.0
300	Contractual services	1,041.4	749.4	1,251.2	0.0	1,217.0	0.0	1,217.0

BU PCode Department
23500 P235 000000

S-9 Account Code Revenue/Expenditure Summary
(Dollars in Thousands)

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
542100	Employee I/S Mileage & Fares	13.5	52.8	10.5	0.0	10.5	0.0	10.5
542200	Employee I/S Meals & Lodging	8.0	54.0	7.0	0.0	7.0	0.0	7.0
542500	Transp - Fuel & Oil	2.0	1.9	2.0	0.0	2.0	0.0	2.0
542600	Transp - Parts & Supplies	0.0	0.4	0.0	0.0	0.0	0.0	0.0
542700	Transp - Transp Insurance	0.2	0.2	0.3	0.0	0.3	0.0	0.3
543200	Maint - Furn, Fixt, Equipment	37.0	18.1	37.0	0.0	37.0	0.0	37.0
543300	Maint - Buildings & Structures	0.0	6.6	0.0	0.0	0.0	0.0	0.0
543400	Maint - Property Insurance	0.1	0.0	0.1	0.0	0.0	0.0	0.0
543500	Maint - Supplies	0.0	0.1	0.0	0.0	0.0	0.0	0.0
543600	Maint - Laundry/Dry Cleaning	0.0	0.0	0.0	0.0	0.0	0.0	0.0
543820	Maintenance IT	0.0	3.5	0.0	0.0	0.0	0.0	0.0
543830	IT HW/SW Agreements	16.5	5.1	16.5	0.0	16.5	0.0	16.5
544000	Supply Inventory IT	77.5	152.5	85.2	0.0	74.2	0.0	74.2
544100	Supplies-Office Supplies	88.7	43.4	77.7	0.0	89.5	0.0	89.5
544200	Supplies-Medical,Lab,Personal	10.3	3.2	3.3	0.0	2.5	0.0	2.5
544400	Supplies-Field Supplies	0.0	0.1	0.0	0.0	0.0	0.0	0.0
544700	Supplies-Clothing,Unifrms,Linen	0.0	0.0	0.0	0.0	0.0	0.0	0.0
544800	Supplies-Education&Recreation	1.5	0.5	1.5	0.0	1.5	0.0	1.5
544900	Supplies-Inventory Exempt	6.0	190.8	6.0	0.0	6.0	0.0	6.0
545710	DOIT HCM Assessment Fees	50.0	44.9	48.3	0.0	52.3	0.0	52.3
545900	Printing & Photo Services	5.0	14.1	5.0	0.0	5.0	0.0	5.0
546100	Postage & Mail Services	75.1	44.8	75.1	0.0	75.1	0.0	75.1
546400	Rent Of Land & Buildings	0.0	1.7	0.0	0.0	0.0	0.0	0.0
546500	Rent Of Equipment	74.0	26.2	71.0	0.0	71.0	0.0	71.0
546600	Communications	104.9	151.9	104.9	0.0	104.9	0.0	104.9
546610	DOIT Telecommunications	5.8	6.3	5.1	0.0	7.9	0.0	7.9
546700	Subscriptions/Dues/License Fee	18.0	23.2	18.0	0.0	18.0	0.0	18.0
546800	Employee Training & Education	29.1	15.5	29.1	0.0	29.1	0.0	29.1
546900	Advertising	10.0	0.0	10.0	0.0	10.0	0.0	10.0
547730	Lease Principal Payment	0.0	0.2	0.0	0.0	0.0	0.0	0.0
547900	Miscellaneous Expense	7.1	35.5	3.1	0.0	3.1	0.0	3.1
547999	Request to Pay Prior Year	0.0	3.3	0.0	0.0	0.0	0.0	0.0
548300	Information Tech Equipment	0.0	8.2	0.0	0.0	0.0	0.0	0.0
548800	Automotive & Aircraft	0.0	44.6	0.0	0.0	0.0	0.0	0.0

BU PCode Department
 23500 P235 000000

S-9 Account Code Revenue/Expenditure Summary
 (Dollars in Thousands)

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
549600	Employee O/S Mileage & Fares	16.8	17.1	10.9	0.0	10.9	0.0	10.9
549700	Employee O/S Meals & Lodging	12.4	14.7	6.9	0.0	6.9	0.0	6.9
400	Other	669.5	985.3	634.5	0.0	641.2	0.0	641.2
TOTAL EXPENSE		15,227.1	15,175.0	16,754.9	30,463.3	17,523.6	0.0	17,523.6
810	Permanent	136.00	0.00	138.00	267.00	140.00	0.00	140.00
810	Permanent	136.00	0.00	138.00	267.00	140.00	0.00	140.00
820	Term	1.00	0.00	1.00	0.00	1.00	0.00	1.00
820	Term	1.00	0.00	1.00	0.00	1.00	0.00	1.00
TOTAL FTE POSITIONS		137.00	0.00	139.00	267.00	141.00	0.00	141.00

S-9 Account Code Revenue Summary
 (Dollars in Thousands)

	Provider PCode	2024-25 Opbud	2024-25 Actuals	2025-26 Opbud	2026-27 PCF Proj	----- FY 2027 Agency Request -----		
						Base	Expansion	Total
499105	General Fd. Appropriation	14,234.5	13,477.1	15,707.2	0.0	16,564.2	0.0	16,564.2
111	General Fund Transfers	14,234.5	13,477.1	15,707.2	0.0	16,564.2	0.0	16,564.2
425909	Other Services - Interagency	207.3	154.1	290.3	0.0	202.0	0.0	202.0
475109	Other Gifts-Grants-Interagency	0.0	8.8	0.0	0.0	0.0	0.0	0.0
499905	Other Financing Sources	424.9	1,308.8	364.4	0.0	364.4	0.0	364.4
112	Other Transfers	632.2	1,471.7	654.7	0.0	566.4	0.0	566.4
418902	Other Filing Fees	1.0	0.0	0.0	0.0	0.0	0.0	0.0
429602	Court Costs	282.0	235.0	328.0	0.0	328.0	0.0	328.0
434402	Payments For Care-Individuals	60.0	67.1	65.0	0.0	65.0	0.0	65.0
475101	Other Gifts & Grants	17.4	2.0	0.0	0.0	0.0	0.0	0.0
130	Other Revenues	360.4	304.1	393.0	0.0	393.0	0.0	393.0
TOTAL REVENUE		15,227.1	15,253.0	16,754.9	0.0	17,523.6	0.0	17,523.6

BU PCode Department
 23500 P235 000000

S-9 Account Code Expenditure Summary
 (Dollars in Thousands)

		2024-25	2024-25	2025-26	2026-27	----- FY 2027 Agency Request -----		
		Opbud	Actuals	Opbud	PCF Proj	Base	Expansion	Total
520100	Exempt Perm Positions P/T&F/T	9,565.9	9,536.2	10,996.5	21,601.0	10,790.3	0.0	10,790.3
520200	Term Positions	39.3	43.9	54.3	0.7	48.4	0.0	48.4
520300	Classified Perm Positions F/T	0.0	0.1	0.0	0.0	0.0	0.0	0.0
520600	Paid Unused Sick Leave	5.0	0.0	6.0	0.0	6.0	0.0	6.0
520700	Overtime & Other Premium Pay	0.1	161.1	0.1	0.0	0.1	0.0	0.1
520800	Annl & Comp Paid At Separation	5.0	30.9	1.0	0.0	1.0	0.0	1.0
521100	Group Insurance Premium	1,064.6	1,085.8	759.4	3,599.1	1,669.1	0.0	1,669.1
521200	Retirement Contributions	1,718.4	1,656.4	1,960.6	3,467.0	1,918.9	0.0	1,918.9
521300	F I C A	873.7	692.1	811.4	1,334.1	791.8	0.0	791.8
521400	Workers' Comp Assessment Fee	0.0	8.1	0.0	0.0	1.3	0.0	1.3
521410	GSD Work Comp Insur Premium	8.2	0.0	10.2	0.0	41.5	0.0	41.5
521500	Unemployment Comp Premium	10.0	9.9	11.5	0.0	11.2	0.0	11.2
521600	Employee Liability Ins Premium	14.1	14.1	23.6	0.0	133.4	0.0	133.4
521700	RHC Act Contributions	211.9	201.7	234.6	461.3	252.4	0.0	252.4
200	Personal services and employe	13,516.2	13,440.3	14,869.2	30,463.3	15,665.4	0.0	15,665.4
535100	Medical Services	132.4	33.8	131.4	0.0	126.1	0.0	126.1
535200	Professional Services	0.0	294.2	0.0	0.0	295.0	0.0	295.0
535300	Other Services	875.6	398.7	1,092.1	0.0	764.0	0.0	764.0
535400	Audit Services	26.4	22.6	27.7	0.0	31.9	0.0	31.9
535500	Attorney Services	7.0	0.0	0.0	0.0	0.0	0.0	0.0
300	Contractual services	1,041.4	749.4	1,251.2	0.0	1,217.0	0.0	1,217.0
542100	Employee I/S Mileage & Fares	13.5	52.8	10.5	0.0	10.5	0.0	10.5
542200	Employee I/S Meals & Lodging	8.0	54.0	7.0	0.0	7.0	0.0	7.0
542500	Transp - Fuel & Oil	2.0	1.9	2.0	0.0	2.0	0.0	2.0
542600	Transp - Parts & Supplies	0.0	0.4	0.0	0.0	0.0	0.0	0.0
542700	Transp - Transp Insurance	0.2	0.2	0.3	0.0	0.3	0.0	0.3
543200	Maint - Furn, Fixt, Equipment	37.0	18.1	37.0	0.0	37.0	0.0	37.0
543300	Maint - Buildings & Structures	0.0	6.6	0.0	0.0	0.0	0.0	0.0
543400	Maint - Property Insurance	0.1	0.0	0.1	0.0	0.0	0.0	0.0
543500	Maint - Supplies	0.0	0.1	0.0	0.0	0.0	0.0	0.0
543600	Maint - Laundry/Dry Cleaning	0.0	0.0	0.0	0.0	0.0	0.0	0.0
543820	Maintenance IT	0.0	3.5	0.0	0.0	0.0	0.0	0.0
543830	IT HW/SW Agreements	16.5	5.1	16.5	0.0	16.5	0.0	16.5

Fifth Judicial District Court

State of New Mexico

BU PCode Department
23500 P235 000000

S-9 Account Code Expenditure Summary
(Dollars in Thousands)

	2024-25 Opbud	2024-25 Actuals	2025-26 Opbud	2026-27 PCF Proj	----- FY 2027 Agency Request -----		
					Base	Expansion	Total
544000 Supply Inventory IT	77.5	152.5	85.2	0.0	74.2	0.0	74.2
544100 Supplies-Office Supplies	88.7	43.4	77.7	0.0	89.5	0.0	89.5
544200 Supplies-Medical, Lab, Personal	10.3	3.2	3.3	0.0	2.5	0.0	2.5
544400 Supplies-Field Supplies	0.0	0.1	0.0	0.0	0.0	0.0	0.0
544700 Supplies-Clothing, Unifrms, Linen	0.0	0.0	0.0	0.0	0.0	0.0	0.0
544800 Supplies-Education&Recreation	1.5	0.5	1.5	0.0	1.5	0.0	1.5
544900 Supplies-Inventory Exempt	6.0	190.8	6.0	0.0	6.0	0.0	6.0
545710 DOIT HCM Assessment Fees	50.0	44.9	48.3	0.0	52.3	0.0	52.3
545900 Printing & Photo Services	5.0	14.1	5.0	0.0	5.0	0.0	5.0
546100 Postage & Mail Services	75.1	44.8	75.1	0.0	75.1	0.0	75.1
546400 Rent Of Land & Buildings	0.0	1.7	0.0	0.0	0.0	0.0	0.0
546500 Rent Of Equipment	74.0	26.2	71.0	0.0	71.0	0.0	71.0
546600 Communications	104.9	151.9	104.9	0.0	104.9	0.0	104.9
546610 DOIT Telecommunications	5.8	6.3	5.1	0.0	7.9	0.0	7.9
546700 Subscriptions/Dues/License Fee	18.0	23.2	18.0	0.0	18.0	0.0	18.0
546800 Employee Training & Education	29.1	15.5	29.1	0.0	29.1	0.0	29.1
546900 Advertising	10.0	0.0	10.0	0.0	10.0	0.0	10.0
547730 Lease Principal Payment	0.0	0.2	0.0	0.0	0.0	0.0	0.0
547900 Miscellaneous Expense	7.1	35.5	3.1	0.0	3.1	0.0	3.1
547999 Request to Pay Prior Year	0.0	3.3	0.0	0.0	0.0	0.0	0.0
548300 Information Tech Equipment	0.0	8.2	0.0	0.0	0.0	0.0	0.0
548800 Automotive & Aircraft	0.0	44.6	0.0	0.0	0.0	0.0	0.0
549600 Employee O/S Mileage & Fares	16.8	17.1	10.9	0.0	10.9	0.0	10.9
549700 Employee O/S Meals & Lodging	12.4	14.7	6.9	0.0	6.9	0.0	6.9
400 Other	669.5	985.3	634.5	0.0	641.2	0.0	641.2
TOTAL EXPENSE	15,227.1	15,175.0	16,754.9	30,463.31	17,523.6	0.0	17,523.6

APPROPRIATION REQUEST

FORM S-10 FUND BALANCE PROJECTION

(In Whole Dollars)

Agency: <u>Fifth Judicial District Court</u>	Business Unit: <u>23500</u>
Fund Name: <u>ALTERNATIVE DISPUTE RESOLUTION</u>	Fund Number: <u>68220</u>
Legal Auth. <u>NMSA 1978, 34-6-44 & 34-6-45; 2017 HB131</u>	

BEGINNING BALANCE

Unreserved, undesignated fund balance (not cash balance) from SHARE NMS006GL Balance Sheet Report at close of FY25	0
--	---

ADJUSTMENTS

Add:

Interfund receivables, accounts receivables, and other assets not reflected in fund balance from FCD Reports at close of FY25	0
Other (explain in detail)	0

Deduct:

Liabilities not reflected in FCD Reports at close of FY25	0
Fund balance designated by law for future expenditure (non-reverting funds)	(496,000)
Amount due to State General Fund or other fund designated by statute	0
Other (explain in detail)	0
FY25 revision not reflected in liabilities	0

Total Adjustments (496,000)

ADJUSTED UNRESERVED, UNDESIGNATED FUND BALANCE at close of FY25 (496,000)

Add:

Projected revenue/sources (less fund balance budgeted) for FY26	90,000
---	--------

Deduct:

Projected total expenditures for FY26	(90,000)
---------------------------------------	----------

ADJUSTED UNRESERVED/UNDESIGNATED FUND BALANCE at close of FY26 (496,000)

Add:

Projected revenue/sources (less fund balance requested) for FY27	90,000
--	--------

Deduct:

Total expenditures budgeted in appropriation request	(90,000)
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ADJUSTED UNRESERVED/UNDESIGNATED FUND BALANCE at close of FY27 (496,000)

APPROPRIATION REQUEST

FORM S-10 FUND BALANCE PROJECTION

(In Whole Dollars)

Agency: <u>Fifth Judicial District Court</u>	Business Unit: <u>23500</u>
Fund Name: <u>5th Jud. Dist./Mediation Prog.</u>	Fund Number: <u>92500</u>
Legal Auth. <u>NMSA 1978 40-12-1 through 40-12-6.</u>	

BEGINNING BALANCE

Unreserved, undesignated fund balance (not cash balance) from SHARE NMS006GL Balance Sheet Report at close of FY25	0
--	---

ADJUSTMENTS

Add:

Interfund receivables, accounts receivables, and other assets not reflected in fund balance from FCD Reports at close of FY25	0
Other (explain in detail)	0

Deduct:

Liabilities not reflected in FCD Reports at close of FY25	0
Fund balance designated by law for future expenditure (non-reverting funds)	(275,200)
Amount due to State General Fund or other fund designated by statute	0
Other (explain in detail)	0
FY25 revision not reflected in liabilities	0

Total Adjustments (275,200)

ADJUSTED UNRESERVED, UNDESIGNATED FUND BALANCE at close of FY25 (275,200)

Add:

Projected revenue/sources (less fund balance budgeted) for FY26	65,000
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Deduct:

Projected total expenditures for FY26	(65,000)
---------------------------------------	----------

ADJUSTED UNRESERVED/UNDESIGNATED FUND BALANCE at close of FY26 (275,200)

Add:

Projected revenue/sources (less fund balance requested) for FY27	65,000
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Deduct:

Total expenditures budgeted in appropriation request	(65,000)
--	----------

ADJUSTED UNRESERVED/UNDESIGNATED FUND BALANCE at close of FY27 (275,200)

State of New Mexico

S-13 Line Items by Business Unit Expenditures

(Dollars in Thousands)

BusUnit	Line Item	2024-25	2025-26	Request		Recommendation		Opbud	
		Actuals	Opbud	Base	Expansion	Base	Expansion		
23500	P235-R Fifth Judicial District Court	521410 GSD Work Comp Insur Premium	0	10.2	41.5	0	0	0	0.0
		521500 Unemployment Comp Premium	9.94	11.5	11.2	0	0	0	0.0
		521600 Employee Liability Ins Premium	14.06	23.6	133.4	0	0	0	0.0
		535400 Audit Services	22.6	27.7	31.9	0	0	0	0.0
		542700 Transp - Transp Insurance	0.15	0.3	0.3	0	0	0	0.0
		543400 Maint - Property Insurance	0	0.1	0	0	0	0	0.0
		545710 DOIT HCM Assessment Fees	44.94	48.3	52.3	0	0	0	0.0
		546610 DOIT Telecommunications	6.27	5.1	7.9	0	0	0	0.0
Subtotal for:	23500 P235-R Fifth Judicial District Court	97.96	126.8	278.5	0	0	0	0.0	
23500		97.96	126.8	278.5	0	0	0	0.0	

Totals by Line Item

BusUnit	Line Item	2024-25	2025-26	Request		Recommendation		Opbud
		Actuals	Opbud	Base	Expansion	Base	Expansion	
23500	521410 GSD Work Comp Insur Premium	0	10.2	41.5	0	0	0	0.0
	521500 Unemployment Comp Premium	9.94	11.5	11.2	0	0	0	0.0
	521600 Employee Liability Ins Premium	14.06	23.6	133.4	0	0	0	0.0
	535400 Audit Services	22.6	27.7	31.9	0	0	0	0.0
	542700 Transp - Transp Insurance	0.15	0.3	0.3	0	0	0	0.0
	543400 Maint - Property Insurance	0	0.1	0	0	0	0	0.0
	545710 DOIT HCM Assessment Fees	44.94	48.3	52.3	0	0	0	0.0
	546610 DOIT Telecommunications	6.27	5.1	7.9	0	0	0	0.0
	Grand Total	97.96	126.8	278.5	0	0	0	0.0

State of New Mexico

S-13 Line Items by Business Unit Expenditures

(Dollars in Thousands)

BU PCode
23500 P235

Program Description:

General Jurisdiction Court created by the Constitution of New Mexico. Includes the Fifth Judicial District Court (JDC), comprised of the three (3) district courts located in Chaves, Eddy, and Lea Counties as well as the seven (7) magistrate courts located in Roswell, Artesia, Carlsbad, Hobbs, Lovington, Eunice, and Jal, New Mexico. The District Courts within the Fifth JDC provide the following services: Probate (probate of estates, conservatorship/guardianship cases); Adoptions; Domestic Relations/Family Law (divorce, domestic violence, child support enforcement, kinship/guardianship, and domestic relations mediation cases); Children's Court (juvenile delinquent, abuse and neglect, supervised visitation, and children's court mediation); Lower Court and Administrative Appeals; Court Appointed Special Advocates (CASA); Adult Drug Court in Chaves; Family Drug Court in Lea; and Civil matters (including Alternative Dispute Resolution). The Magistrate Courts within the Fifth JDC oversee Civil cases up to \$10,000; Felony preliminary hearings; Traffic violations; Misdemeanor offenses; and DWI/DUI offenses. The Fifth JDC also operates a DWI Magistrate Drug Court in Eddy County.

Major Issues and Accomplishments:

The Fifth Judicial District Court continues to have the second highest District Court caseload (13,721) and the second highest Magistrate Court caseload (18,739) within the Judiciary. Over the last four fiscal years the District Court has seen an average annual caseload growth of 5.6 % and Magistrate Court has seen an annual caseload growth of 6.3%. The Fifth Judicial District Court has a respectable average Time to Disposition rate for civil cases (206 days) and criminal cases (244 days) within the Judiciary. After three years of reductions in caseloads due to the COVID-19 pandemic, we have seen an increase of cases filed between FY22 and FY25. The effects of the COVID induced slowdown seems to be fading and a more normal routine appears to be returning. Although it is hard to predict future case growth we believe that pre-COVID caseloads are likely to materialize in the near future. We have seen a large increase in the number of IPRA requests being submitted to our court (132 in 2021, 220 in 2022, 263 in 2023, 545 in 2024, and 573 as of 8/25/2025). Therefore, our district is requesting two (2) Court Services Specialist positions for the Chaves District Court to assist with day-to-day operational activities for all three District Courts (Chaves, Eddy, and Lea). The plan is to use these two FTE to help compile, manage and maintain documentation for IPRA requests as well as for the Loss Prevention and Control program and the agency's ADA program. The Fifth Judicial District Court continues to struggle with recruiting and retaining qualified employees. In many cases, we are not able to compete with the private sector and with the Executive branch of the State of New Mexico, which makes it difficult to attract, select, and retain qualified employees. As a result, we believe that personnel services funding levels should be increased as much as possible to provide more competitive salaries to our current employees and to attract qualified candidates to fill vacant positions.

Overview of Request:

The Fifth JDC's FY27 Appropriation Request for funding from the General Fund, which was approved by the Supreme Court under the Unified Budget, is \$16,564.2, which represents an increase of \$857.0 (5.46%) above the approved FY26 operating budget GF amount of \$15,707.2 (not including the one-time HCA funding of \$380.5). This increased funding will be used to create two (2.0) new FTE positions at an estimated cost of \$150.2 comprising the following: two (2) Court Services Specialist positions. The Court Services Specialist positions would be placed in the Chaves District Court to create a Court Services Division within the entire district to provide support with non-casework and special casework issues. These include, but are not limited to, training employees, providing support related to Loss Prevention and Control; IPRA request data compilation, ADA, Appellate case preparation, audio-visual troubleshooting and repair, and other day-to-day court operational issues that arise on a daily basis. The remaining \$706.8 requested is broken out as follows: \$151.7 to offset GSD rate increases, \$114.0 to offset projected health insurance rate increases over FY26 levels and \$441.1 to replace the non-recurring one-time HCA health insurance funding from FY26.

Programmatic Changes:

The Fifth Judicial District Court does not currently envision any significant programmatic changes for FY27.

P-1 Program Overview

BU **PCode**
23500 P235

Base Budget Justification: Our agency's base budget requests for FY27 are very simple and conservative and are comprised of the addition of two (2) FTE for two Court Services Specialists positions previously described above in the overview section, increased funding for projected GSD and health insurance increases over the FY26 level and, lastly, funding to replace the one-time non-recurring HCA health insurance funding from FY26.

REV EXP COMPARISON

(Dollars in Thousands)

23500 - Fifth Judicial District Court

	General Fund	Other Funds	Other Transfers	Federal Funds	Total
SOURCES	16,564.2	393.0	566.4	0.0	17,523.6
Personal services and employee benefits	15,610.0	0.0	55.4	0.0	15,665.4
Contractual services	529.9	220.0	467.1	0.0	1,217
Other	424.3	173.0	43.9	0.0	641.2
USES Total:	16,564.2	393.0	566.4	0.0	17,523.6
Net:	0.0	0.0	0.0	0.0	0.0

REV EXP COMPARISON

(Dollars in Thousands)

23500 - Fifth Judicial District Court

P235 - Fifth Judicial District Court					
	General Fund	Other Funds	Other Transfers	Federal Funds	Total
SOURCES Totals	16,564.2	393.0	566.4	0.0	17,523.6
Personal services and employee benefits	15,610.0	0.0	55.4	0.0	15,665.4
Contractual services	529.9	220.0	467.1	0.0	1,217
Other	424.3	173.0	43.9	0.0	641.2
USES Total:	16,564.2	393.0	566.4	0.0	17,523.6
Net:	0.0	0.0	0.0	0.0	0.0

Fund	Account		2024-25	2025-26	2026-27	FY 2027 Agency Request				Total	Justification
			Actuals	Opbud	PCF Proj	GF	OSF	ISF/IAT	FF		
00000	520100	Exempt Perm Positions P/T&F/T	0.0	0.0	295.54	0.0	0.0	0.0	0.0	0.0	
00000	521100	Group Insurance Premium	0.0	0.0	32.01	0.0	0.0	0.0	0.0	0.0	
00000	521200	Retirement Contributions	0.0	0.0	88.51	0.0	0.0	0.0	0.0	0.0	
00000	521300	F I C A	0.0	0.0	18.25	0.0	0.0	0.0	0.0	0.0	
00000	521700	RHC Act Contributions	0.0	0.0	10.67	0.0	0.0	0.0	0.0	0.0	
14500	520100	Exempt Perm Positions P/T&F/T	9,536.2	10,996.5	21,305.44	10,790.3	0.0	0.0	0.0	10,790.3	2 new FTEs (2 Court Services Specialists)
14500	520200	Term Positions	43.9	54.3	0.75	16.3	0.0	32.1	0.0	48.4	
14500	520300	Classified Perm Positions F/T	0.1	0.0	0	0.0	0.0	0.0	0.0	0.0	
14500	520600	Paid Unused Sick Leave	0.0	6.0	0	6.0	0.0	0.0	0.0	6.0	
14500	520700	Overtime & Other Premium Pay	161.1	0.1	0	0.1	0.0	0.0	0.0	0.1	
14500	520800	Annl & Comp Paid At Separation	30.9	1.0	0	1.0	0.0	0.0	0.0	1.0	
14500	521100	Group Insurance Premium	1,085.8	759.4	3,567.12	1,660.0	0.0	9.1	0.0	1,669.1	Includes 10% projected increase plus FY26 HCA Non-Recurring Funding
14500	521200	Retirement Contributions	1,656.4	1,960.6	3,378.49	1,909.6	0.0	9.3	0.0	1,918.9	
14500	521300	F I C A	692.1	811.4	1,315.89	788.1	0.0	3.7	0.0	791.8	
14500	521400	Workers' Comp Assessment Fee	8.1	0.0	0	1.3	0.0	0.0	0.0	1.3	
14500	521410	GSD Work Comp Insur Premium	0.0	10.2	0	41.5	0.0	0.0	0.0	41.5	GSD Rate Increase
14500	521500	Unemployment Comp Premium	9.9	11.5	0	11.2	0.0	0.0	0.0	11.2	GSD Rate Increase
14500	521600	Employee Liability Ins Premium	14.1	23.6	0	133.4	0.0	0.0	0.0	133.4	GSD Rate Increase
14500	521700	RHC Act Contributions	201.7	234.6	450.64	251.2	0.0	1.2	0.0	252.4	
	200	Personal services and employee benef	13,440.3	14,869.2	30,463.31	15,610.0	0.0	55.4	0.0	15,665.4	
14500	542100	Employee I/S Mileage & Fares	52.8	10.5	0	7.0	0.0	3.5	0.0	10.5	
14500	542200	Employee I/S Meals & Lodging	54.0	7.0	0	2.5	0.0	4.5	0.0	7.0	
14500	542500	Transp - Fuel & Oil	1.9	2.0	0	2.0	0.0	0.0	0.0	2.0	
14500	542600	Transp - Parts & Supplies	0.4	0.0	0	0.0	0.0	0.0	0.0	0.0	
14500	542700	Transp - Transp Insurance	0.2	0.3	0	0.3	0.0	0.0	0.0	0.3	
14500	543200	Maint - Furn, Fixt, Equipment	18.1	37.0	0	37.0	0.0	0.0	0.0	37.0	
14500	543300	Maint - Buildings & Structures	6.6	0.0	0	0.0	0.0	0.0	0.0	0.0	
14500	543400	Maint - Property Insurance	0.0	0.1	0	0.0	0.0	0.0	0.0	0.0	
14500	543500	Maint - Supplies	0.1	0.0	0	0.0	0.0	0.0	0.0	0.0	
14500	543600	Maint - Laundry/Dry Cleaning	0.0	0.0	0	0.0	0.0	0.0	0.0	0.0	
14500	543820	Maintenance IT	3.5	0.0	0	0.0	0.0	0.0	0.0	0.0	
14500	543830	IT HW/SW Agreements	5.1	16.5	0	16.5	0.0	0.0	0.0	16.5	

BU PCode
23500 P235

E4 PCode Detail
(Dollars in Thousands)

Fund	Account	2024-25 Actuals	2025-26 Opbud	2026-27 PCF Proj	FY 2027 Agency Request				Total	Justification	
					GF	OSF	ISF/IAT	FF			
14500	544000	Supply Inventory IT	152.5	85.2	0	37.1	30.8	6.3	0.0	74.2	
14500	544100	Supplies-Office Supplies	43.4	77.7	0	16.3	70.8	2.4	0.0	89.5	
14500	544200	Supplies-Medical,Lab,Personal	3.2	3.3	0	0.0	0.0	2.5	0.0	2.5	
14500	544400	Supplies-Field Supplies	0.1	0.0	0	0.0	0.0	0.0	0.0	0.0	
14500	544700	Supplies-Clothng,Unifrms,Linen	0.0	0.0	0	0.0	0.0	0.0	0.0	0.0	
14500	544800	Supplies-Education&Recreation	0.5	1.5	0	0.0	0.0	1.5	0.0	1.5	
14500	544900	Supplies-Inventory Exempt	190.8	6.0	0	5.0	0.0	1.0	0.0	6.0	
14500	545710	DOIT HCM Assessment Fees	44.9	48.3	0	52.3	0.0	0.0	0.0	52.3	GSD Rate Increase
14500	545900	Printing & Photo Services	14.1	5.0	0	5.0	0.0	0.0	0.0	5.0	
14500	546100	Postage & Mail Services	44.8	75.1	0	75.1	0.0	0.0	0.0	75.1	
14500	546400	Rent Of Land & Buildings	1.7	0.0	0	0.0	0.0	0.0	0.0	0.0	
14500	546500	Rent Of Equipment	26.2	71.0	0	67.0	0.0	4.0	0.0	71.0	
14500	546600	Communications	151.9	104.9	0	65.2	38.4	1.3	0.0	104.9	
14500	546610	DOIT Telecommunications	6.3	5.1	0	7.9	0.0	0.0	0.0	7.9	
14500	546700	Subscriptions/Dues/License Fee	23.2	18.0	0	18.0	0.0	0.0	0.0	18.0	
14500	546800	Employee Training & Education	15.5	29.1	0	0.0	27.0	2.1	0.0	29.1	
14500	546900	Advertising	0.0	10.0	0	10.0	0.0	0.0	0.0	10.0	
14500	547730	Lease Principal Payment	0.2	0.0	0	0.0	0.0	0.0	0.0	0.0	
14500	547900	Miscellaneous Expense	35.5	3.1	0	0.1	0.0	3.0	0.0	3.1	
14500	547999	Request to Pay Prior Year	3.3	0.0	0	0.0	0.0	0.0	0.0	0.0	
14500	548300	Information Tech Equipment	8.2	0.0	0	0.0	0.0	0.0	0.0	0.0	
14500	548800	Automotive & Aircraft	44.6	0.0	0	0.0	0.0	0.0	0.0	0.0	
14500	549600	Employee O/S Mileage & Fares	17.1	10.9	0	0.0	3.5	7.4	0.0	10.9	
14500	549700	Employee O/S Meals & Lodging	14.7	6.9	0	0.0	2.5	4.4	0.0	6.9	
	400	Other	985.3	634.5	0	424.3	173.0	43.9	0.0	641.2	
TOTAL EXPENSE			14,425.6	15,503.7		16,034.3	173.0	99.3	0.0	16,306.6	

State of New Mexico
Contract by PCode Detail
(Dollars in Thousands)

Fund	Account	#	Contract Purpose	Actuals	----- FY 2027 Agency Request -----				Total	Justification	
					GF	OSF	ISF/IAT	FF			
14500	535100	Medical Services	1000	Medical lab testing for drug court programs	33.8	0.0	0.0	126.1	0.0	126.1	Medical lab testing for drug court programs (Chaves, Eddy, and Lea).
14500	535200	Professional Services	1000	CASA Services	294.2	0.0	0.0	295.0	0.0	295.0	CASA Services
14500	535300	Other Services	1000	Magistrate Court security services, drug court surveillance services	295.0	498.0	0.0	46.0	0.0	544.0	Magistrate Court security services, drug court surveillance services for drug court programs.
14500	535400	Audit Services	1000	FY25 audit services	22.6	31.9	0.0	0.0	0.0	31.9	FY25 audit services
68220	535300	Other Services	1000	Alternative Dispute Mediation Services	0.0	0.0	90.0	0.0	0.0	90.0	Alternative Dispute Mediation Services (Civil Mediation).
92500	535300	Other Services	1000	Domestic mediation services & SESV services	103.7	0.0	130.0	0.0	0.0	130.0	Domestic mediation services & SESV services
TOTAL EXPENSE					749.4	529.9	220.0	467.1	0.0	1,217.0	

DFA Performance Based Budgeting Data System

Annual Performance Report

Agency: 23500 Fifth Judicial District Court

Program: P235 Fifth Judicial District Court

The purpose of the fifth judicial district court program, statutorily created in Eddy, Chaves and Lea counties, is to provide access to justice, resolve disputes justly and timely and maintain accurate records of legal proceedings that affect rights and legal status to independently protect the rights and liberties guaranteed by the constitutions of New Mexico and the United States.

Performance Measures:		2024-25 Target	2024-25 Result	Met Target	Year End Result Narrative
Explanatory	Number of active cases pending	N/A	7,243	N/A	
Explanatory	Number of jury trials	N/A	79	N/A	
Outcome	Age of active pending civil cases, in days	540	293	Yes	
Outcome	Age of active pending criminal cases, in days	365	254	Yes	
Outcome	Number of days to disposition for civil cases	540	206	Yes	
Outcome	Number of days to disposition for criminal cases	365	244	Yes	
Output	The number of outgoing cases as a percentage of the number of incoming cases	100%	97%	No	The court will continue to monitor the monthly Clearance Rate reports to inform the individual judges of their progress. The District will encourage judges to dispose of cases at a faster rate when possible. The district's Clearance Rates for FY19 (108%), FY20 (113%), FY21 (101%), FY22 (105%) were above the 100% mark which drove the overall active case numbers down throughout the pandemic, as fewer cases were being filed. As case filings began to rise in FY23, the Clearance Rate declined; FY23 (96%) and FY24 (95.5%). In FY25 our Clearance Rate did improved slightly to 97%. Our case filings increased 12% from FY24 to FY25. This issue may continue until the number of cases filed stabilizes to a more "normal" level. We continue to have issues with a shortage of attorney availability within the judiciary. With the continued shortage of Public Defenders assigned to handle criminal matters this shortage inhibits the ability of the judiciary to resolve criminal cases in a timelier manner.

Performance Measures Summary

P235 Fifth Judicial District Court		2023-24 Actual	2024-25 Actual	2025-26 Budget	2026-27 Request	2026-27 Recomm
Purpose: The purpose of the fifth judicial district court program, statutorily created in Eddy, Chaves and Lea counties, is to provide access to justice, resolve disputes justly and timely and maintain accurate records of legal proceedings that affect rights and legal status to independently protect the rights and liberties guaranteed by the constitutions of New Mexico and the United States.						
Performance Measures:						
Output	The number of outgoing cases as a percentage of the number of incoming cases	96%	97%	100%	100%	
Outcome	Number of days to disposition for civil cases	205	206	350	540	
Outcome	Age of active pending criminal cases, in days	243	254	305	365	
Outcome	Number of days to disposition for criminal cases	224	244	295	365	
Outcome	Age of active pending civil cases, in days	299	293	305	540	
Explanatory	Number of jury trials	73	79	N/A	N/A	
Explanatory	Number of active cases pending	6,805	7,243	N/A	N/A	



New Mexico Judiciary Strategic Campaign 2022-2026

DATE

31 October 2022

PREPARED FOR

New Mexico Supreme
Court

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MESSAGE FROM THE CHIEF JUSTICE



On behalf of New Mexico’s Judiciary, it is my pleasure to introduce our 2022-2026 Strategic Campaign. This campaign recognizes our constitutional obligation to provide justice with the highest level of integrity for all New Mexicans. Through our strategic planning process, we developed key objectives guided by five primary themes or strategies. I hope you will join us in working to achieve the objectives identified under each theme over the course of the next few years.

Some objectives are well on their way to implementation, while others will take more time and thoughtful planning - all are critically important and achievable.

This campaign is the work of the New Mexico Judicial Council (NMJC) and our Strategic Planning Steering Committee, with assistance from the National Center for State Courts and the State Justice Institute. The 2022-2026 strategic planning process began with the development of themes and objectives through a survey of judges and court staff and interviews with each of the members of the Supreme Court and selected Chief Judges and Chief Court Executives. The results of this preliminary work were brought to the June 2022 meeting of the NMJC. A two-day session refined the emerging themes and identified key objectives for the plan. Throughout the project, NCSC staff worked with the Steering Committee to provide guidance and input into the ultimate plan.

I am thankful to all of those who participated in the campaign, and trust that the Judiciary’s strategic plan is an accurate reflection of our justice community’s aspirations. This engaging and thoughtful process provided the structure to better address the challenges of our communities, increase public trust and confidence in our courts, and improve our services for all. I encourage continued support of the innovative and forward-thinking objectives described in this campaign. To all who join us in implementing our goals, we thank you for sharing our mission to provide fair, accessible, and timely justice and our resolution to resolve disputes with impartiality and the highest level of integrity. Your participation can ensure we achieve that mission, and we are committed to working together for the benefit of all New Mexicans

C. Shannon Bacon
Chief Justice

INTRODUCTION

The COVID 19 pandemic created unheralded challenges for the Judicial Branch, but thanks to the dedication and professionalism of judges and court staff, the New Mexico courts never closed, and remained fully accessible throughout the epidemic. Judges, court executives, and court employees pivoted quickly to adjust modes of operation to provide many court services online. This required dealing with a host of technological and human resource issues.

The public has responded favorably to many of these changes. However, like other courts nationally, this “new normal” has presented both complications and opportunities. The ***New Mexico Judiciary Strategic Campaign*** represents a four-year (2022-2026) strategic effort that provides a road map for long-term change.

Mission

The New Mexico Judiciary provides fair, accessible, and timely justice and resolves disputes with impartiality and the highest level of integrity.

As statewide input from interviews, surveys, focus groups, and a retreat of Judicial Branch leaders makes clear, members of the New Mexico Branch are devoted to serving courts users; preserving the innovation gains realized during the pandemic; and pursuing the opportunity to further enhance public trust and confidence in the New Mexico Judicial Branch. Members of our Branch expressed great respect for each other and the professionalism routinely demonstrated across all courts in the state.

This strategic campaign is designed to be a living document to help guide the New Mexico Judicial Branch as it moves into the future. It is a result of an extensive collaborative approach. Judicial Branch leaders identified a set of core values shared by our judges and staff. Themes and objectives were identified to support these core values. Commentary that emerged in the various interviews and meetings is included below each objective to provide context. Finally,

New Mexico Courts Uphold these Core Values

- *Acting as an Independent Branch of Government*
 - *Exhibiting Impartiality in all Matters*
 - *Safeguarding Equality Before the Law*
 - *Demonstrating Integrity*
 - *Protecting Individual Rights*
 - *Providing Fair, Accessible, and Timely Justice*
-

Appendix A provides a concrete Operational Plan necessary to achieve these objectives. The objectives are listed in order of importance, as identified by members of the campaign Steering Committee. A timeline and designation of the entity accountable for each objective is noted.

The key objectives in this campaign are guided by the following five primary themes or strategies:

1. Foster unified judicial leadership and continuity in developing judicial policy initiatives by developing strong and consistent leadership;
2. Enhance public access to New Mexico courts using technology and expanding self-represented litigant services;
3. Address critical infrastructure, security, and resource needs;
4. Strengthen the expertise, talents, and professionalism of judges and court staff; and,
5. Improve public trust and confidence in the New Mexico courts.

APPROACH

The Chief Justice of New Mexico brought together a Steering Committee of court leaders to work with staff from the National Center for State Courts to develop this strategic campaign. The Chief Justice emphasized the need to obtain broad input and to incorporate that input into the plan. This was accomplished through interviews with key judicial branch leaders, a planning retreat with the New Mexico Judicial Council, a brief survey of judges and court executives who were not able to attend the retreat, and two focus groups with court staff.

The Judicial Council met for two days in late June 2022. A background report was provided to the Judicial Council before the retreat.¹ The Chief Judges gathered on the first day of the retreat to identify key themes and major objectives for the strategic plan. They were joined on the second day by the Chief Executive Officers. The charge on day two was to prioritize the objectives derived from day one into short-term and long-term goals. In addition, participants discussed the impact of implementing these objectives in their courts.

Following the retreat, the National Center for State Courts staff developed a report with possible themes and objectives for review by the Steering Committee.² To assure that court staff had input into the plan, two focus groups were held in November 2022 to review and comment upon the draft Strategic Campaign results.

THEMES AND KEY OBJECTIVES

Five themes with nineteen key objectives emerged as shown below. They are listed with brief commentary to give more context to the objectives. The objectives are listed in order of importance as recommended by the Steering Committee.

Theme 1. Foster Unified Judicial Leadership and Continuity in Developing Judicial Policy Initiatives by Developing Strong and Consistent Leadership.

Objective 1.1: Develop robust leadership training for Chief Judges and Chief Executive Officers that clarifies their respective roles and leads to the building of productive pairs.

¹ See “Background Report for the Strategic Planning Retreat with the New Mexico Judicial Council”, June 2022.

² See “New Mexico Judicial Council Retreat—Report”, June 27-28, 2022.

Comment: Leadership training is distinct from management training. Leadership training includes topics such as relationship building, strategic planning, communication skills, and how to act as a leader in the community. In addition, Chief Judges and Chief Executive Officers need training on management skills such as budget, human resources, performance management, and how to form productive pairs.

Objective 1.2: Develop innovative and effective internal communication processes to provide internal transparency to policy decision making. This includes the development of forms and establishment of judicial programs.

Comment: Fairness is a key value of the New Mexico Judiciary. Trust is a critical component of perceived fairness because not all members of an organization can participate in all decisions that affect them.³ To build trust, effective communication strategies are needed that engage employees, capitalize on “round table” candidness, and keep key people informed. Effective communication can build a strong bridge between the AOC and the frontline staff.

Objective 1.3: Develop a vigorous external communication program designed to enhance transparency, by demonstrating the courts’ core values in order to increase public trust and confidence in the New Mexico Judiciary.

Comment: An external communication plan should be developed for justice system partners and the public that would advance civics education, communicate the work of the judiciary, and combat misinformation and disinformation. Chief Judges are effective

³ Natalia Cuguero-Escoget, “Justice to Generate Trust, Two Aspects of Human Relationships in Management,” published April 2, 2022, accessed at <https://www.intechopen.com/online-first/81062>

conveners of justice partners to address challenges in coordinating existing programs, establishing new programs, and addressing funding shortfalls.

Objective 1.4: Review Rule 23-109 on the length of a Chief Judge’s term of office, and the appointment process for the Chief Judge, and the duties and responsibilities of the Chief Judge.

Comment: Having strong and consistent leadership requires clarity of roles and responsibilities, training, and continuity. Current rules relating to Chief Judges’ terms of office, the appointment and succession process, and the core functions and expectations of the Chief Judge should be reviewed and developed, where needed developed.

Theme 2: Enhance Public Access to New Mexico Courts Using Technology and Expanding Self-Represented Litigant (SRL) Services.

Objective 2.1: Establish a committee to review the benefits and challenges of the expanded use of remote hearings and make recommendations to the Supreme Court on what innovations in this area should be retained and how they should be administered statewide.

Comment: During the pandemic, judges, court executives, and court employees pivoted quickly to new methods of providing services to court users through remote-access technology. The Judiciary recognizes the benefits of these innovations, but there are still significant challenges in how remote hearings are managed, what cases they should be used in, which types of hearing should preclude the use of remote technology, and how to provide access to technology in remote areas that lack internet access or access to computers.

Objective 2.2: Assess the critical needs of SRLs and develop a comprehensive strategy to expand self-help programs throughout New Mexico similar to the model successfully implemented in Alaska.

Comment: The Foreclosure Settlement Program (FSP) has been successful and should be permanently funded for statewide implementation. This effort could serve as a model to develop court programs addressing behavioral health, the elderly, and the disabled. Logistical services could be expanded to provide hearing notifications through

text and emails on a statewide basis. SRLs should have electronic access to their case documents in all case types. A guiding principle is to serve litigants where they are located. Initial efforts should include developing a centralized self-help assistance program housed in the AOC which would benefit all districts and specifically the needs of SRLs in rural areas.

Objective 2.3: Investigate ways to provide the public with more flexible approaches to access the courts.

Comment: This might include leveraging metropolitan resources into rural areas, considering changes to pro bono rules, changing court schedules to be more flexible, and eliminating the requirement for in-person appearance for limited hearings. In addition, this effort should consider consolidating probate and municipal courts into magistrate courts. Magistrate court services should be expanded and improved by enhancing magistrate judges' qualifications, making these courts of record whose decisions can be appealed, and expanding the magistrate court's jurisdiction to adjacent counties.

Objective 2.4: Develop robust self-help "Justice Stations" throughout the state that utilize innovative technology and house other self-help services to assist litigants navigating their court interactions.

Comment: More technology infrastructure is needed to support remote hearings. Justice Stations would utilize technology pods with hot spots located in various public locations such as libraries, community centers, and high traffic businesses. More study is needed to develop the concept including the identification of the funding and management requirements.

Objective 2.5: Expand statewide non-lawyer services to litigants.

Comment: This would include expanded use of mediation and arbitration services throughout the state. Other non-lawyer legal models should be developed similar to the nurse practitioner in the medical profession where legal services can be provided independently but under supervision protocols. A more robust website and better self-help services are needed. It is recognized that courts must work with their justice partners to build solutions.

Theme 3: Address Critical Infrastructure, Security, and Resource Needs.

Objective 3.1: Increase judicial and court employee compensation to enable the courts to attract and retain well-qualified personnel.

Comment: Salaries for judges and staff are lagging behind salaries in the private sector, other states, and the New Mexico Executive Branch. Judicial compensation needs to improve in order to increase the Judiciary's ability to recruit and retain mid-career judges and judges from the private sector. In addition, retirement benefits have eroded over the years. Improving these conditions would help with judicial and court employee recruitment. In addition, modifications to New Mexico's Public Employee Retirement Association (PERA) should be investigated which would improve advice provided to judges by PERA staff.

Objective 3.2: Pursue increased funding for technology-related initiatives including expansion of internet availability. Also, hardware and software enhancements are needed to improve public access to court records and electronic filing systems.

Comment: A common thread that touched each of the five themes was the need for greater technology capacity.

Objective 3.3: Move the functions and funding of the Judicial Education Center (JEC) to the AOC's Education Services Division and provide increased funding to support the necessary trainings.

Comment: Adequate training for judges and judicial employees is critical to supporting a modern justice system in New Mexico. There is an underlying structural issue that needs to be addressed to develop the necessary training and improve accountability. This entails moving the current funding and functions from the JEC to the Administrative Office of the Courts. This is particularly important as specific training in leadership and management recommended in the next theme are pursued.

Objective 3.4: Secure adequate courthouse funding at the state and local levels to improve court security and improve outdated court facilities.

Comment: Court facilities in many locations across the state are aging, crowded, and need maintenance. Better security is needed in all courts and especially in the rural areas of the state.

Theme 4: Strengthen the expertise, talents, and professionalism of judges and court staff.

Objective 4.1: Develop a comprehensive training program that addresses leadership, communication, and judicial management skills within the AOC's Education Services Division.

Comment: A comprehensive training program on leadership is a cornerstone to maintaining continuity as judicial leaders succeed each other. These trainings should include potential leadership candidates as part of the succession planning process. Chief Judges and Chief Court Executives would benefit from training as productive pairs. Court staff need training on core case processing procedures, data entry, customer service, and managing challenging litigants.

Objective 4.2: Establish a program within the AOC to provide internal advancement opportunities for judicial employees.

Comment: More programs are needed to develop career paths for key employees to retain and develop a well-trained workforce.

Theme 5: Improve public trust and confidence in the New Mexico courts.

Objective 5.1: Develop a program to educate judges on community outreach within the AOC's Education Services Division.

Comment: More effort should be made to combat misinformation and disinformation and assist with responses to the media. Chief Judges and Chief Executive Officers should be trained on how to respond to issues raised by the media. This would include the types of documents that would address the issue (orders, copies of the record, and/or press releases). Other initiatives could include:

- How judges can engage with their communities through community outreach, focus groups, and media engagements.

- Reaching out to jurors as advocates of the Judiciary.
- Developing a community engagement toolkit for judges.

Objective 5.2. Develop a plan to eliminate court reliance on fees and replace that revenue with general fund appropriations.

Comment: The current practice of relying on fees to fund New Mexico courts not only poses a barrier to accessing courts but contributes to an erosion of public trust and confidence because it creates a perception that courts may have a financial stake in their own rulings.

Objective 5.3: Review the judicial selection process to assure all judicial candidates are vetted by a nominating commission and extend the period before an appointed judge runs for election.

Comment: An outside entity, such as the National Center for State Courts, should be asked to review the judicial evaluation process based on experiences from other states that have evaluation commissions.

Objective 5.4: Investigate programs that would engage the bar association, legal educators, and justice partners as spokespersons for the Judiciary.

Comment: New Mexico should investigate the benefit of using a coalition of retired judges and attorneys to act as spokespersons for the courts. For example, California formed the Judicial Fairness Coalition using retired judges and private attorneys to help explain things about which sitting judges are prohibited from speaking. Such a group can better clarify information and address misinformation or attacks on judges.

NEXT STEPS

The New Mexico Judiciary Strategic Campaign for 2022-2026 is designed to provide a framework for the New Mexico Judiciary to address major structural, resource, and training

initiatives. It is intended to capitalize on the desire of judicial leadership to create an atmosphere of teamwork by allowing for adequate input and appreciation for various points of view within the branch. It is intended to provide a vehicle for the Judiciary to integrate goals and objectives into the organization that transcend and guide leadership changes. This Strategic Campaign has two parts. The first is the identification and prioritization of key themes and objectives. The second part begins with the initial Operational Plan in Appendix A that lists the timeline and the responsible entity for each objective. The next step in the operational plan is to identify the deliverable and possible outcomes for each objective.

APPENDIX A: OPERATIONAL PLAN

New Mexico Strategic Plan Objectives: Timelines and Responsibility			
Theme 1: Foster Unified Judicial Leadership and Continuity in Developing Judicial Policy Initiatives by Developing Strong and Consistent Leadership		Timeline	Lead/Responsible Entity
1.1	Develop robust leadership training for Chief Judges and Chief Executive Officers that clarifies their respective roles and leads to the building of productive pairs.	Short-Term	NMJC and Judicial Education Center (JEC)
1.2	Develop innovative and effective internal communication processes to provide internal transparency to policy decision-making. This includes the development of forms and establishment of judicial programs.	Medium-Term	NMJC
1.3	Develop a vigorous external communication program designed to enhance transparency, by demonstrating the courts' core values in order to increase public trust and confidence in the New Mexico Judiciary.	Medium-Term	NMJC and Administrative Office of the Courts (AOC)

1.4	Review Rule 23-109 on the length of a Chief Judge’s term of office and the appointment process for the Chief Judge, and the duties and responsibilities of the Chief Judge.	Short-Term	New Mexico Judicial Council (NMJC)
Theme 2: Enhance Public Access to New Mexico Courts Using Technology and Expanding Self-Represented Litigant (SRL) Services.		Timeline	Lead/Responsible Entity
2.1	Establish a committee to review the benefits and challenges of the expanded use of remote hearings and make recommendations to the Supreme Court on what innovations in this area should be retained and how they should be administered statewide.	Immediate and On-going	Supreme Court and Remote/In-Person Committee
2.2	Assess the critical needs of SRLs and develop a comprehensive strategy to expand self-help programs throughout New Mexico similar to the model successfully implemented in Alaska.	Short-Term	Chief Justice, AOC, and Access 2 Justice (A2J) Committee
2.3	Investigate ways to provide the public with more flexible approaches to access the courts.	Immediate and On-Going	AOC and NMJC
2.4	Develop robust self-help “Justice Stations” throughout the state that utilize innovative technology and house other self-help services to	Short-Term	Chief Justice and AOC

	assist litigants navigating their court interactions.		
2.5	Expand statewide non-lawyer services to litigants.	Medium-Term	Supreme Court, AOC, and Committee
Theme 3: Address Critical Infrastructure, Security, and Resource Needs		Timeline	Lead/Responsible Entity
3.1	Increase judicial and court employee compensation to enable the courts to attract and retain well-qualified personnel.	Immediate and On-Going	Supreme Court, AOC, and Budget Committee
3.2	Pursue increased funding for technology-related initiatives including expansion of internet availability. Also, hardware and software enhancements are needed to improve public access to court records and electronic filing systems.	Short-Term	Supreme Court, AOC, and JID
3.3	Move the functions and funding of the Judicial Education Center (JEC) to the Education Services Division and provide increased funding to support the necessary trainings.	Immediate and On-Going	Supreme Court and AOC
3.4	Secure adequate courthouse funding at the state and local levels to improve court security	Security: Immediate and On-Going	Supreme Court, AOC, and NMJC

	and improve outdated court facilities.	Facilities: Medium-Term	
Theme 4: Strengthen the expertise, talents, and professionalism of judges and court staff.		Timeline	Lead/Responsible Entity
4.1	Develop a comprehensive training program that addresses leadership, communication, and judicial management skills within the AOC’s Education Services Division.	Short-Term	JEC and AOC
4.2	Establish a program within the AOC to provide internal advancement opportunities for judicial employees.	Medium-Term	JEC and AOC
Theme 5: Improve public trust and confidence in the New Mexico courts.		Timeline	Lead/Responsible Entity
5.1	Develop a program to educate judges on community outreach within the AOC’s Education Services Division.	Short-Term	AOC
5.2	Develop a plan to eliminate court reliance on fees and replace that revenue with general fund appropriations.	Immediate and On-Going	Supreme Court and AOC
5.3	Review the judicial selection process to assure all judicial candidates are vetted by a nominating commission and extend the period before an appointed judge runs for election.	Short-Term	Supreme Court and AOC

5.4	Investigate programs that would engage the bar association, legal educators, and justice partners as spokespersons for the Judiciary.	Medium-Term	Supreme Court and AOC
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