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November 12, 2021

My name is Frederick Romero. I am a veteran, currently volunteer in my community as a fire fighter and am a member of a few small community organizations. In the past, I have managed a Boys and Girls Club in Washington State. I was a Location Manager in Grant Village in Yellowstone National Park and I have a lot of volunteer experience with different organizations Red Cross, Search and Rescue and even voluntarily managed a small youth center for two summers in Anton Chico. I am a proud parent and participate in school related events for my children. Through my experience volunteering, I recognize the need for youth programs in our area. We need programs that will create opportunity for young adults and children faced with poverty and limited resources to lift themselves out of that demographic. I am here today to present a proposal for an Anton Chico Land Grant Resource Center to be created and implemented on the Anton Chico Land Grant. As a Land Grant heir, I believe it is necessary to form a resource center to educate the public on policy, and procedures when it comes to conducting business with the Land Grant. This entity needs to be neutral to serve the needs of Land Grant heirs. Often there are disputes and miscommunication associated with Land Grant meetings and what is expected of heirs to apply for land, permits, be put on the agenda, conduct business, etc. This creates frustration for heirs, and the board of trustees. It also makes the process of paperwork long and drawn out because an heir does not have one location to go to for help with those processes. Time is wasted calling or driving to Santa Rosa, meetings, trying to coordinate appointments with board members, or waiting until another monthly meeting is set to be put on agenda just to ask a question or be helped with paperwork. This unorganized process leads to division in the community, mistrust among the people, and lack of motivation to participate in projects bettering the community. I have spoken with the board of trustees and many heirs. They agree that a resource center would be beneficial to our community. It also would serve to educate future heirs of their rights and responsibilities.

Living in a rural community has isolated the majority of heirs from resources that can improve their quality of life. Heirs must travel for work, education, or help of any kind, which is a primary source of added strain for people living on land grants. Often resources are limited in neighboring cities because they were not intended to include people from the land grants. Heirs do not have adequate representation tailoring to the needs of rural life on the county or state level. It is not that heirs do not want better for themselves, their children, and their community. The issues that envelop poor communities also keep them from seeking a way out from poverty. The lack of jobs, education, transportation, and the knowledge to harness resources, keeps people in a state of perpetual poverty living off minimal government assistance. To lift oneself out of poverty, people are leaving land grants to find jobs with benefits and a better quality of life. With them, they are taking their sense of community, their education, their children, and our hope to a better future for those who stay on the land grant. Action needs to be taken. Heirs need to step up and make change. But first, we must repair the damage of mistrust, and defeat. A resource center can organize processes for heirs to establish their roots on the land afforded to them by birthright. This simple concept will take a lot of work but will reestablish trust and motivation for heirs to participate in activities that open doors for economic development. If founded on the premise of ensuring a prosperous future for their children, most people will come together for a common goal. We could capture the potential of our youth by instilling a sense of pride

and inspiring future generations of heirs motivated in developing prosperity for themselves and their elders.

Today I am coming before the legislative board asking for Junior Money to pay for operational costs in creating a paid position for myself and an assistant to build a center from scratch. Over the course of a year, I believe we can coordinate with the Land Grant Committee, the genealogy committee, the County, Archives in Santa Fe, past board members and community members to bring information into one place and make it accessible to every heir. At the same time, we would establish a youth center rooted in land grant education, community service and pride in community participation. These steps will promote trust, organization, and productive land grant meetings/projects. Ultimately, the goal is to generate economic development of our current fragile land grant. We must stop the division of our heirs. People are motivated when it comes to their children or their elder family members, there is no better way to form closer bonds than uniting under common goals for these treasures. Although the Pilot project of an ACLG Community Resource/ Education/Youth outreach program (we need a better name for it) can stand alone and operate, it is ideal if it is paired with a resource program that is tailored to the needs of the elderly. The two programs have the potential to bridge the gap between all generations in our community establishing a foundation for our community to thrive through multigenerational projects.

In the beginning, creating the resource/education/youth center, gathering information, traveling, securing data, and securing funding will be time consuming and labor intensive. Once established, heirs will have an organization that promotes education, recreation, participation and supports their future programs and community projects. This endeavor is labor intensive and would require an assistant, and volunteers to help manage various aspects of the multitiered program.

Following, is a list of some of the duties involved with this endeavor. I am sure there will be other complex issues that will be worked out along the way:

- Communicate with land grant board and community
- Compile information on policies and procedures
- Network and generate funding sources/fundraise
- Manage volunteers and delegate
- Compile historic data, photos, records, documents, etc.
- Compile or create forms that will assist land grant committee and heirs
- Assist heirs in the process of proving heirship to genealogy committee
- Provide info pertaining to land-grant meetings, schedules, minutes, etc.
- Provide checklists and documentation
- Provide public access to records and land grant meeting minutes copies
- Answer phones to anyone needing information
- Network with the County and State offices to obtain required information and contact information
- Provide Access to land-grant maps and lots available
- Educate on local history and current events
- Address concerns of people and convey those concerns in written form to the land grant board
- Coordinate Community projects and events at the center
- Work with local schools to implement a land-grant education week
- Invite guest speakers for community events
- Computer access (navigating and printing, faxing) more so now with Covid-19 pandemic occurring

- Educate heir on fees associated with permits
- Coordinate safe and fun activities for the youth center
- Encourage community involvement/volunteering in youth center activities/projects
- Coordinate/delegate volunteers/or support community projects
- Educate and pass on resource information to those wanting to initiate projects beneficial to the community

Here are some figures I have gathered as directed for the two positions to operate the Resource center:

Land Grant Resource Center Manager

(Full time, E-15 comparable to beginning salary for a Center Manager)

- \$48, 859.20 per year (\$65, 956.80 per year with benefits)

Land Grant Resource Center Assistant (part time 6 hours per, beginning)

- \$20, 160 per year (\$27,216 per year with benefits)

CPA/Bookkeeping quote:

- \$255-\$300 a month for bookkeeping, payroll, monthly CRS
- \$3,060 -\$3600 Annually

Operating costs to be generated by contacting other resources:

- Economic Development Center Rent
- Phone Service
- Computer
- Office supplies
- Vehicle
- Sports equipment
- Crafting supplies
- Recreation supplies and equipment
- Snacks for children at youth center

Any considerations to make this project a reality is appreciated.

Sincerely,

Frederick Romero

Frederick Romero
Land Grant Heir

Cost for 4 paid positions for 2 programs with ONE end goal:

Economic Development through community involvement.

Anton Chico Senior Resource Center

1. Senior Resource Center Manager
2. Senior Resource Center Assistant Manager

Land Grant Resource Center Manager

(Full time, E-15 comparable to beginning salary for a Center Manager)

- \$48, 859.20 per year (\$65, 956.80 per year with benefits)

Land Grant Resource Center Assistant

(Part time 6 hrs., beginning)

- \$20, 160 per year (\$27,216 per year with benefits)

CPA/Bookkeeping quote:

- \$255-\$300 a month for bookkeeping, payroll, monthly CRS
- \$3,060 -\$3600 Annually

To do:

Generate operating cost funding via other resources such as grants, or state funding:

- Economic Development Center Rent?
- Phone Service?
- Computer?
- Office supplies
- Travel expenses

Anton Chico Land Grant

Resource/Education/Youth Center

1. Center Manager
2. Assistant Manager

Land Grant Resource Center Manager

(Full time, E-15 comparable to beginning salary for a Center Manager)

- \$48, 859.20 per year (\$65, 956.80 per year with benefits)

Land Grant Resource Center Assistant

(Part time 6 hrs., beginning)

- \$20, 160 per year (\$27,216 per year with benefits)

CPA/Bookkeeping quote:

- \$255-\$300 a month for bookkeeping, payroll, monthly CRS
- \$3,060 -\$3600 Annually

To do:

Generate operating cost funding via other resources, grants, donations, fundraisers:

- Economic Development Center Rent?
- Phone Service?
- Computer?
- Office supplies
- Sports equipment
- Recreation equipment
- Travel expenses

For Reference:

Manager Pay Range

\$23.49-\$37.27 Hourly
 \$1879.20-\$2,981.60 Biweekly
 \$48,859.20-\$77,7521.60 Annually
 (Plus \$8.22 FICA, 35% benefits)

Assistant Manager Pay Range

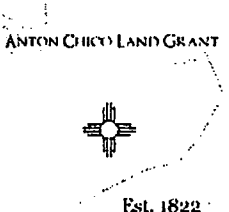
\$14.00-\$18.63 Hourly
 \$840 - \$1117.80 Biweekly
 \$20,160 -\$26,827.20 Annually
 (Plus \$8.22 FICA, 35%, benefits)

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 <p>ANTON CHICO LAND GRANT</p> <p>Est. 1822</p> <p>AN EQUAL OPPORTUNITY/REASONABLE ACCOMMODATION EMPLOYER</p> <p>ANTON CHICO LAND GRANT</p>	<p>Anton Chico Land Grant(ACLG) Resource/ Education Center Manager</p> <p>Bargaining Unit: No Union</p>
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SALARY RANGE

\$23.49-\$37.27 Hourly
 \$1879.20-\$2,981.60 Biweekly
 \$48,859.20-\$77,7521.60 Annually

FLSA:
 Exempt

POSITION SUMMARY:

Research, design and build a Resource Resource/Education Center. Create policy, supervise, plan and coordinate operations of the center within the Anton Chico Land Grant; coordinate activities with other organizations within the Land Grant, outside agencies and the public.

Job descriptions are intended to present a general list of tasks/duties performed by employees within this job classification. Job descriptions are not intended to reflect all duties performed within the job.

SUPERVISION RECEIVED AND EXERCISED:

Consult and coordinate with Land Grand Board of Trustees and the heirs of the Anton Chico Land Grant.

Exercise direct supervision over professional, technical, clerical and volunteer staff.

ESSENTIAL AND SUPPLEMENTAL FUNCTIONS:

ESSENTIAL FUNCTIONS: (Essential functions may include, but are not limited to the functions listed below)

1. Coordinate the organization, staffing and operational activities for the Resource Center.
2. Participate in the development and implementation of goals objectives policies, and priorities; recommend and implement resulting policies and procedures.
3. Identify opportunities for improving service delivery methods and procedures; identify resource needs; review with staff; implement improvements.
4. Direct, coordinate and review the work plan for assigned Resource Center services; assign work activities and projects; monitor workflow; review and evaluate work products, methods, and procedures; meet with staff to identify and resolve problems.
5. Select, train, motivate and evaluate Resource Center Personnel; provide or coordinate staff training; work with employees to correct deficiencies; implement discipline and termination procedures.

6. Oversee the recruitment, utilization, and scheduling of volunteers; assist in the development of formal volunteer recognition; provide guidance, training, and technical assistance to volunteers.
7. Develop survey instruments and conduct surveys of the program participants to determine participant needs; interpret and record survey results; implement program plans to address identified needs.
8. Participate in the development and administration of a signed budget; forecast funds needed for staffing, equipment, materials, and supplies; monitor and improve expenditures; recommend adjustments as necessary; oversee the collection and depositing of revenues in accordance with Land Grant policies.
9. Provide staff assistance to other employees; participate on a variety of committees; prepare and present staff reports and other correspondence as appropriate and necessary.
10. Develop and monitor a variety of special programs, activities, and events to target and accommodate a diverse participant population.
11. Coordinate activities with outside agencies and organizations.

SUPPLEMENTAL FUNCTIONS:

1. Attend and participate in professional group meetings; stay abreast of new trends and innovations in the field of Land Grant management.
2. Respond to public inquiries in a courteous manner; provide information regarding various programs, policies and procedures.
3. Maintain a mandatory 24 hours 7 days a week on call status for facility emergencies including water damage, vandalism, or burglary.
4. Maintain and monitor the inventory, maintenance, and security of assigned facility; coordinate maintenance and repairs; monitored alarm system and equipment and repairs.
5. Perform related duties and responsibilities as required.

MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS:

Education and experience directly related to the minimum requirements below may be interchangeable on a year for year basis.

Associate's degree from an accredited college or university in business administration; and

Four years of management experience; and

To include two years of supervisory experience.

ADDITIONAL REQUIREMENTS:

Possession of a valid New Mexico driver's license, or the ability to obtain by date of hire.

Possession of a City operator's permit (COP) within six months from date of hire.

Possession of a valid CPR certificate within six months from the date of hire.

Possession of a valid first aid certificate within 6 months from date of hire.

Possession of a valid cash handling certificate within six months from the date of hire.

PREFERRED KNOWLEDGE:

- Operational characteristics, services, and activities of a resource/education center.

- Modern and complex principles and practices of social service
- Study and understand the history, structure, objectives, programs, and financial needs of the organization.
- Research grant opportunities from government and non-government agencies.
- Draft grant proposals and supporting documents based on the funding requirements of the organization.
- Submit proposals to grant coordinators for approval.
- Respond to internal and external queries on drafted and submitted proposals.
- Maintain positive relationships with fund providers and other stakeholders.
- Maintain records and submit reports related to grant opportunities.
- Principles and practices of recreational programming
- Principles and practices of accounting
- Principles of municipal budget preparation and control
- Principles of supervision, training, and performance evaluation
- Modern office procedures, methods and Equipment including computers
- Pertinent federal, state, and local laws, codes, and regulations

PREFERRED SKILLS AND ABILITY:

- Supervise, direct, and coordinate the work of lower-level staff
- Select, supervise, train, and evaluate staff
- Analyze and assist programs, policies and operational needs and make appropriate adjustments
- Respond to requests and enquiries from the General Public
- Interpret and explain policies and procedures
- Prepare clear and concise reports
- Develop and administer division goals, objectives, and procedures
- Research, analyze and evaluate new service delivery methods and techniques
- Interpret and apply federal, state, and local policies, laws, and regulations
- Operate office equipment including computers and supporting word processing and spreadsheet applications
- Communicate clearly and concisely
- Establish and maintain effective working relationships with those contacted in the course of work including a variety of city and other government officials, community groups and public
- Perform the essential functions of the job with or without reasonable accommodation

WORKING CONDITIONS:

Environmental:

Office environment, outdoor hiking, travel, community involvement.

Physical:

Essential and supplemental functions may require maintaining physical condition necessary for sitting, walking, or standing for prolonged periods of time.



Anton Chico Land Grant
(ACLG)
Currently Fragile and Divided

The development of two single pilot programs will create economic development opportunities in the ACLG. The two programs compliment one another. If ran seperately, simultaneously, and harmoniously, the combined efforts will synergise economic development, strengthen community bonds, and spark interest in heirs to forge a path to self efficiency and prosperity in the land grant.

Senior Outreach Pilot Program:

- * Serve, protect, and advocate
- * Locate /create resources
- * Generate funding
- * Educate/teach
- * Empower the elderly to share wisdom

ACLG has within its power, the means to bridge the gap of our Senior Citizens and Youth. Resource Centers will initiate interest for the present generation, to invest in effective change.

ACLG Resource/Youth/Education Center:

- * Gather information
- * Educate public on LG Policy and procedure
- * Locate resources
- * Generate funding
- * Preserve/Protect/Inspire our most valuable resource: children.

Some program goals:

- Advocate Medical Needs
- Transportation
- Representation
- Education
- Home services
- Recreation
- Resources for ALL needs

IF created and ran TOGETHER
Byproducts of the 2 Pilot Programs :

- Deter disputes
- Create Community Involvement
- Foster Economic Development
- Empower Heirs to take control of their future
- Improve Quality of life for Heirs
- Secure Prosperous Future for Heirs
- Encourage Youth to invest in a life on Land Grant

Some programs goals:

- Educate public
- Establish trust
- Foster healthy public relations
- Bring Resources into one place
- Recreation
- Inspire Change
- Link Youth to Elderly