

**STATE OF NEW MEXICO
COUNTIES OF SANDOVAL,
VALENCIA, & CIBOLA
THIRTEENTH JUDICIAL DISTRICT COURT**

ENDORSED

FILED
13th JUDICIAL DISTRICT COURT
Cibola County
04/14/2026 13:51:29
Toinette Garcia
CLERK OF THE COURT
Garcia, Toinette

**IN THE MATTER OF THE
DESIGNATION OF THE
THIRTEENTH JUDICIAL
DISTRICT COURT PUBLIC
RECORDS CUSTODIAN**

**D-1314-MS-2026-
D-1329-MS-2026-
D-1333-MS-2026- 00009**

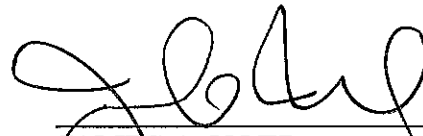
ORDER DESIGNATING PUBLIC RECORDS CUSTODIAN

1. The Inspection of Public Records Act (IPRA), NMSA 1978, § 14-2-7 (2011), requires a public body to designate at least one custodian of public records.

2. The custodian of public records is responsible for receiving requests to inspect public records, responding to such requests, providing proper and reasonable opportunities to inspect public records, providing reasonable facilities to make or furnish copies of the public records during business hours, and posting a notice as described in NMSA 1978, § 14-2-7(E)(1) to (5) (2011);

NOW, THEREFORE, IT IS ORDERED that the Thirteenth Judicial District's Court Executive Officer shall serve as the custodian of public records for requests under the Inspection of Public Records Act to inspect Thirteenth Judicial District Court records.

IT IS FURTHER ORDERED that the Court Executive Officer or the Administrative Authority may direct Court staff to assist in receiving, processing, and responding to IPRA requests.



**JAMES A. NOEL
CHIEF DISTRICT COURT JUDGE**