

BERNALILLO COUNTY

NEW MEXICO



GUIDE TO GOVERNMENT

BERNALILLO COUNTY COMMISSIONERS



District One Commissioner Alan B. Armijo joined the Board of Commissioners in January 2003 after serving as an Albuquerque City Councilman for twelve years. He has a long and distinguished career in public service. He is currently the Governmental Liaison for APS where he has over twenty-three years of experience as a teacher and coach. He holds a Master's and Bachelor's Degrees in Education from the University of New Mexico and a certificate from the Harvard John F. Kennedy School of Government Program. He is an advocate for education, youth programs, smart planning for growth and operating a fiscally responsible government. Alan and his wife, Adrianna, have two children, Allonzo and Alanna.

District Four Commissioner E. Tim Cummins was re-elected to serve a second term in November 2004. In his first four years, he was elected Chair of the Commission in 2002 and also served as Vice-Chair for three years. He is committed to working on countywide improvements that enhance the overall quality of life. He is a native New Mexican, born in Farmington and raised in Albuquerque. He attended Albuquerque Public Schools and UNM. He served as one of the seven original trustees for the Endowment Foundation for All Faiths and is on the Board of Governors for Goodwill Industries. He is also a member of various community organizations and is currently on the YMCA Board. He has been a commercial real estate broker for 27 years and owns and manages Cummins Real Estate. He has two sons.



District Two Commissioner Teresa L. Córdova, PhD began her first term as County Commissioner in January 2004 with extensive experience working with residents and community leaders to identify issues and deliver solutions to the South Valley. A professor in Community and Regional Planning at the University of New Mexico, she has taught classes in land use, economic development and community based planning since 1991. Through UNM, she directs the Resource Center for Raza Planning, a student group of planning and policy analysts. She received a PhD. from the University of California, Berkeley, is the recipient of the YWCA "Woman on the Move" award and was an Outstanding South Valley Citizen. She also served on the Unification Charter Commission and serves as President of the Board for Rio Grande Development Corporation. Her family originates from northern New Mexico. She has a sixteen-year-old son, Jose Miguel, who attends Rio Grande High School.

BERNALILLO COUNTY COMMISSIONERS

Commissioner Deanna Archuleta-Loeser joined the Board of County Commissioners in January 2005, representing District 3 and is well versed in the needs of the community. She is actively involved and has focused her efforts on economic development, education and transportation. She serves as a professor of Sociology at the University of New Mexico and taught there for five years. She served as President of the Summit Park Neighborhood Association, giving her a first-hand opportunity to develop the district's vision and direction. She also served as a representative of the Big I Task Force, as a member of the City of Albuquerque Transit Advisory Board, Vice-President of the APS Citizens' Advisory Council, and PTA President and Instructional Council Parent Representative for Montezuma Elementary. A New Mexico native, she received her Masters from the University of New Mexico and is currently finishing her Doctoral degree. She has two sons, Alec and Andy.



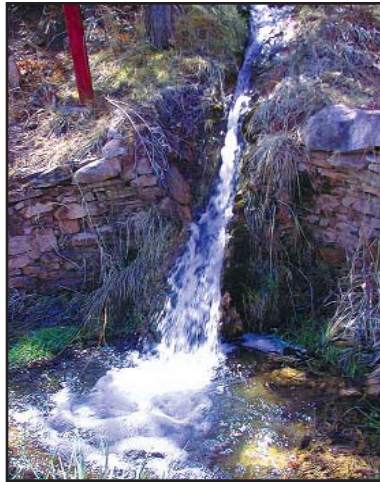
District Five Commissioner Michael Brasher began his first term with the County Commission in January 2003 with extensive political and civic experience. He is actively involved in the community and regularly attends neighborhood association meetings in the district. He is the General Manager of KANW Radio, a non-commercial educational station owned and operated by the Albuquerque Public Schools. He possesses twenty-five years of experience in broadcasting. A lifelong resident of Albuquerque, he is an avid bicyclist and enjoys the native terrain and dry temperate climate. He and his wife, Jorja, have two children, Ivan and Simone, and one grandson, Robby.

WELCOME TO BERNALILLO COUNTY

Bernalillo County, situated in central New Mexico, includes a portion of the Rio Grande Valley and is surrounded by wide, open vistas and bordered by national forest and Native American trust lands. In its center exists a thriving community with more than half a million residents, a solid economic base and an unparalleled quality of life. Leading the way, Bernalillo County provides innovative programs, community services and economic development.



Five commissioners elected from representative districts oversee Bernalillo County government. The County Manager administers 16 departments. The Public Works Division maintains over 700 miles of roads, as well as trails and storm sewers, and the installation of extensive water and sewer lines throughout the North and South Valleys. The Community Services Division provides many services through parks, community centers, sports facilities, little league fields and social services programs.



The Public Safety Division serves law enforcement, fire department, animal control, the Juvenile Detention Center and the Metropolitan Detention Center.

This guide to County government and the County's Web site at www.bernco.gov is designed to provide information about Bernalillo County government.

IMPORTANT NOTE ON WEB SITE:
When visiting the County's new Web site, **www.bernco.gov**, please use the menus at the left and top to navigate to the various elected officials and departments/offices/divisions; or try the **A-Z Services** page to find the information you need.

BERNALILLO COUNTY GOVERNMENT HISTORY AND STRUCTURE

Over ninety years since Bernalillo County government was chartered by the State of New Mexico, the community it serves has grown from an array of small towns and villages scattered along the middle Rio Grande corridor into a modern urban center - a leader in high technology research and the economic engine of the entire state. Yet at the same time, in the unincorporated areas, Bernalillo County has been able to retain much of that special rural quality of life that so many of its residents find enchanting.

Consider the magnitude of change this community has experienced. In 1912, when New Mexico became a state, the population of Bernalillo County was just 34,000 with less than four out of every 100 New Mexicans living here. Fewer than half of Bernalillo County's inhabitants resided in what was then the "town" of Albuquerque. Today, Bernalillo County is a thriving metropolitan area with over half a million residents - one in four of all New Mexicans. The latest projections put the County's population at well over 750,000 by the year 2030.

To serve this fast growing community, Bernalillo County has a Commission-Manager form of government and most of the day-to-day administrative duties are delegated to a County Manager. All legislative power within the County is vested in a five-member Board of Commissioners, each of whom is elected to a four-year term from single member districts. The executive function is divided; these powers are shared by the Board and five elected County officials - the Treasurer, Assessor, Clerk, Sheriff and Probate Judge.

Ultimately, county government in the state of New Mexico derives its authority from the State Constitution. Under that constitution, the counties are technically creations of the state legislature and subject to its will. The legislature may prescribe obligations, powers, privileges, and restrictions that local governments must follow.

From a historical perspective, the division of counties in New Mexico can be directly traced to the days of Mexican rule. The first division of New Mexico Territory was made in 1837 when two "partidos" or districts were created. In 1844, New Mexico was redivided into three districts. These districts were further subdivided into areas known as Bernalillo, San Miguel del Bado, Santa Ana, Santa Fe, Rio Arriba, Taos, and Valencia. After New Mexico became a state, the first counties were based on these districts.

In 1875, the New Mexico Territorial Legislature directed the Probate Judge in each county to appoint three Commissioners. The record for the first official session of the Bernalillo County Commission was dated April 3, 1876.

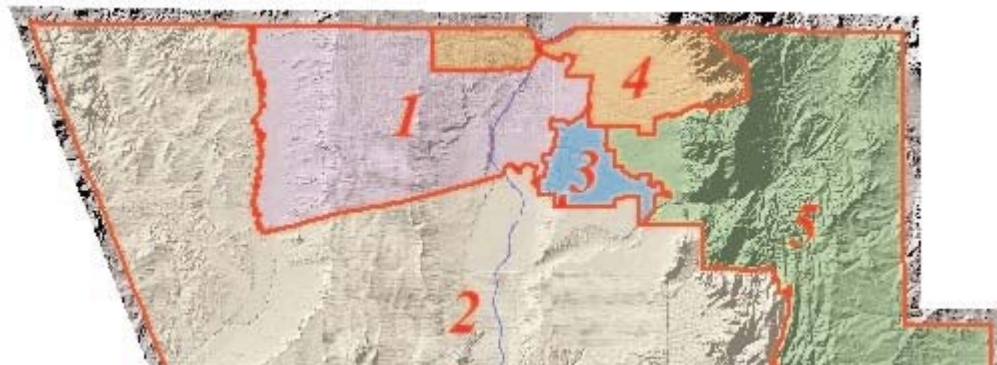
Today, employees of Bernalillo County government strive to provide services critical to residents in the most effective and efficient manner possible. Preserving our diverse cultural heritages, maintaining a balance of old and new, and enhancing the quality of life are the on-going objectives of the Bernalillo County Board of Commissioners.

THE BOARD OF COUNTY COMMISSIONERS

There are five Commission districts in Bernalillo County. The legislative powers and responsibilities of the County Commission are set forth in Article 38 of the New Mexico State Statutes (NMSA 4-38-1).

The County Commission:

- Serves as the County Canvassing Board (for elections) and the Board of Finance (for the County funds);
- Has final authority for the County government budget;
- Issues a written order by law imposing property taxes for the budgets of 15 local entities approved by the Department of Finance and Administration pursuant to a property tax rate setting order from the Department of Finance and Administration;
- Upon voter approval, issues general obligation bonds;
- Determines County appropriations and expenditures;
- Adopts ordinances and resolutions (local laws);
- Develops joint projects and agreements with other government entities; (Department of Finance and Administration must approve Joint Powers Agreements);
- Makes appointments to various boards;
- Creates fire districts and levies fire protection taxes;
- Governs or delegates oversight of County hospitals
- And establishes zoning and environmental business regulations.



Commission Districts

ELECTED OFFICIALS

ASSESSOR

501 Tijeras, NW
Albuquerque, NM 87102
(505) 222-3700 Fax: (505) 222-3771
email: assessor@bernco.gov

The Assessor is an elected County official and serves a four-year term of office with a two-term limit.

The Assessor determines the value of real and other property that includes residential, non-residential/commercial, vacant land, business equipment, agricultural land, livestock and manufactured homes for Ad Valorem tax purposes. The Office of the Assessor maintains value records and prepares the County tax roll for the County Treasurer.

The Office of the Assessor is located at 501 Tijeras, NW, Albuquerque, NM, and can be contacted by phone, fax, email, or mail.

The County Assessor does not directly determine or set the tax rates on property in Bernalillo County. The Assessor is responsible for property value assessments and appraisals.

A **Notice of Value** must be mailed to all property owners by April 1 of each year. It is important to carefully review this document and the property valuation figures since that information is used to calculate property taxes. If a property owner disagrees with the assessed

valuation on the Notice of Value, there is an appeal process, also known as a "protest." A protest must be filed in the Assessor's office within 30 days of the postmark on the Notice of Value.



MARK J. CARRILLO

Property Tax

Exemptions such as a Head of Family and Veterans are available to those who qualify. Property owners are urged to contact the Assessor's office to learn more about special exemptions and qualifications.

The Assessor's office is committed to maintaining fair and equitable assessments. Elderly or homebound property owners may request a special home visit from the ADA Coordinator by calling 222-3700.

Taxable value on real property is one-third of the total assessed value, minus exemptions.

Example: Land and Improvements

Full Value of Property	\$90,000.00
Taxable Value (one-third)	\$30,000.00
Head of Family Exemption	\$ -2,000.00
Veteran's Exemption	\$ -2,000.00
Net Taxable Value	\$26,000.00

ELECTED OFFICIALS



MARY HERRERA

COUNTY CLERK

One Civic Plaza, NW
6th Floor
Albuquerque, NM
87102
(505) 768-4090
Fax: (505) 768-4190
email:
clerk@bernco.gov

The County Clerk is elected by voters and serves a four-year term with a two term-limit.

The County Clerk's office records deeds, mortgages, judgements, satisfactions of judgement, liens and deeds of trust, divorce and foreclosure documents are filed in District Court.

The Clerk's office maintains a microfilm copy of public documents recorded since 1883, totaling 2.7 million documents.

Approximately 5,000 marriage licenses are issued annually. There is a fee for the license and some of the money goes to the state Children's Trust Fund, and the remaining portion to the County General Fund. The Children's Fund finances social programs for children.

Candidates for County and certain state and judicial offices file their Declaration of Candidacy with the County Clerk.

Major elections conducted by the County Clerk include the primary and general elections during each even-numbered year, and public school and TVI elections held in odd-numbered years. The County Clerk also assists with municipal elections.

The major political parties hold primary elections in New Mexico. Major political status is defined by statute and currently the Democratic Party and the Republican Party are the major political parties. In order to vote in a primary election, a voter must select one of the major political parties at the time a voter registration card is completed or updated.

The Clerk maintains the minutes of the Commission meetings for public research on behalf of the County Commission.

Voter Registration	768-4085
Recording and Filing	768-4090
Marriage Licenses	768-4314

ELECTED OFFICIALS



MERRI RUDD

PROBATE JUDGE

One Civic Plaza, NW
6th Floor
Albuquerque, NM
87102

(505) 768-4247
Fax: (505) 768-5180
email:
probate@bernco.gov

The Probate Judge is a part-time elected official responsible for judicial proceedings for the informal probates of wills and the informal appointments of personal representatives. Probates are legal proceedings used to pass real and personal property on to the rightful heirs or devisees of a deceased person's estate.

The Probate Court is a court of public service where citizens can file a probate case with or without an attorney. Do-it-yourself forms are available. These forms can be downloaded free of charge from the web site, www.bernco.gov, or may be purchased for \$5.00. The current docketing fee to file a case is \$30.00. The Probate Judge rarely holds hearings and does not preside over jury trials or contested cases. However, the Judge is available to answer probate questions by telephone or in person. The Judge and

staff serve as an important resource to the public, attorneys, and others. In addition to its judicial role in cases involving the property of deceased people, the Court assists individuals conducting title searches and genealogical searches.

In Bernalillo County, the Probate Judge historically has been an attorney and currently handles about 300 cases each year. Many thousands more inquiries and searches are handled by the Judge and staff of the Court. The County Probate Judge presides over the Court and manages the Court as a County department. Per the New Mexico Constitution, the Bernalillo County Clerk is the *ex officio* clerk of the Probate Court.



ELECTED OFFICIALS

SHERIFF

400 Roma, NW, Albuquerque, NM 87102
(505) 768-4100, Fax: 505-768-4299
email: sheriff@bernco.gov



DARREN P. WHITE

The Sheriff is elected by voters and serves a four-year term with a two-term limit. The Bernalillo County Sheriff's Department is committed to working in a problem-solving partnership with individuals, community groups and businesses to fight crime and improve the quality of life for Bernalillo County.

The third largest law enforcement agency in the state, the Sheriff's Department is the largest County department, with approximately 419 employees. There are two classes of employees - sworn and civilian. The sworn employee class includes officers who have completed the Sheriff's Academy while civilian employees perform administrative duties.

The Sheriff's Department provides specific law enforcement services that work in conjunction with the Department's efforts to provide the community with effective and efficient law enforcement. The Department is composed of four divisions: Court Services, Field Services, Criminal Investigations and Support Services.

These divisions provide services which include: the COPPS Team, the DARE Program, Air Support, K-9 Unit, Traffic Unit, Training, Regional Academy, Public Information Office, Mobile Command Unit, Reserve Deputies, Mounted Search and Rescue, School Crossing Guards, Court Security and Extradition.

**Sheriff's Headquarters
John Price Law Enforcement Center
400 Roma, NW, Albuquerque, NM
768-4100**

**Sgt. Julian Narvaez
South Area Command Center
2039 Isleta, SW, Albuquerque, NM
314-0010**

**East Area Command Center
15 South Zamora Road, Tijeras, NM
281-1400**

**North Area Command Center
6900 4th Street, NW, Albuquerque, NM
341-9024**

**Lt. William Sibrava
Memorial Substation
10401 Holly, NE, Albuquerque, NM
798-7051**

ELECTED OFFICIALS



PATRICK J. PADILLA

TREASURER

One Civic Plaza, NW Albuquerque, NM 87102
(505) 768-4031 Fax: (505) 768-4023
email: treas@bernco.gov

The Treasurer is elected by County voters and serves a four-year term with a two-term limit. The Bernalillo County Treasurer serves two primary functions for Bernalillo County:

As banker, the Treasurer is responsible for: - Accounting for all monies received and disbursed by the County, including fees for services, licenses and revenues from bond issues and special assessments;

- Receiving and tracking revenues, including funds received from the state for Bernalillo County's share of gross receipts taxes, gasoline taxes and cigarette taxes and maintaining accounts on all warrants and checks drawn on the County;

- Depositing, investing and safekeeping County funds. The public monies of the County are placed under the supervision of the Treasurer, who makes investment decisions subject to the advice and consent of the Board of Finance (County Commission), and in accordance with the County Investment Policy established by the Board of Finance.

As the property tax collector, the Treasurer is responsible for: - Preparing and distributing approximately 232,000 property tax bills annually (on or about November 1) and collecting about \$260 million in property taxes and distributing these funds to 15 taxing agencies.

Property taxes are based on the assessed valuation and tax rates. The State Department of Finance and Administration determines the final tax rates for the individual taxing entities. Property taxes may be paid by mail, in person, on line at www.bernco.gov, through mortgage companies or at designated local banks and credit unions.

The tax rate of an individual parcel is determined by its geographic location. Each property tax bill indicates which levies apply to that property.

Property taxes delinquent for more than three years are turned over to the State Property Tax Division for

MANAGER'S OFFICE

COUNTY MANAGER'S OFFICE

One Civic Plaza, NW, 10th Floor
Albuquerque, NM 87102
(505) 768-4000, Fax: (505) 768-4329
email: manager@bernco.gov

The County Manager is appointed by the Board of County Commissioners to carry out policies and serve as the Chief Executive Officer of County government. The Manager also serves as a liaison to the full-time elected officials and assures that the administrative and budget requirements of their offices are met.

Bernalillo County has four Divisions and approximately 1,797 employees. Jobs vary from heavy equipment operators and engineers to tax collectors and firefighters. The chart on page 13 shows the organizational structure and responsibilities of the various departments and offices.

The County Manager's office provides staff to coordinate the Commission meeting agenda, process ordinances and resolutions and assist with other matters related to the commission meetings.

The County Manager's office, in accordance with County Ordinance No. 238, serves as the Board's staff ensuring that adopted policies are followed and the governance of the County meets the Board's goals.

LEGAL DEPARTMENT

Steve Schiff District Attorney Building
520 Lomas, NW, 4th Floor
Albuquerque, NM 87102
(505) 314-0180, Fax: (505) 242-0828
email: info@bernco.gov

The County Attorney, appointed by the Board, operates the Legal Department, attends all County Commission meetings and assists all departments with legal issues. The Legal Department represents the County Commissioners, Elected Officials and the County in civil lawsuits not covered by insurance. Legal services range from zoning, land use and condemnation issues to internal employee grievances. The legal staff defends the County in lawsuits, taking an active role to reduce liability affecting taxpayers.



MANAGER'S OFFICE

PUBLIC INFORMATION OFFICE

One Civic Plaza, NW, 10th Floor
Albuquerque, NM 87102
(505) 768-4240, Fax: (505)768-4329
email: info@bernco.gov

The Bernalillo County Public Information Office (PIO) works with the Board of County Commissioners, other County Elected officials and the County Manager to develop and implement strategic communications plans. This includes media relations, crisis communications, advocacy and public education. Public Information also assists each County department to plan and promote special events, coordinate news releases, prepare information for the County's website, promote public meetings and create pamphlets and brochures for the general public. The office works with the City of Albuquerque to provide a local cable government access on GOV-TV16 and manages the public art program and neighborhood coordination.

PUBLIC ART PROGRAM

In 1992, the County Commission created the Bernalillo County Arts Board to promote and encourage public awareness of the fine arts in our community and to select art works to be placed throughout Bernalillo County. Funding is provided by the County's 1% for Public Art Program. The "one percent" is derived from County General Obligation Bonds and Revenue Bonds. Ten Arts Board members are appointed by the County Commissioners, two from each district. The composition of the Arts Board

varies, and includes artists, architects, business leaders and other professionals who have an interest in the arts. Their diverse interests and backgrounds assure that a variety of artwork is obtained for Bernalillo County's public art collection.

Over the past nine years, the Arts Board has installed numerous public art pieces. Bronze sculptures near community centers and in parks, interior sculptures in libraries and large monumental kinetic works have been commissioned for locations throughout the County. The most extensive collection to date consists of 45 pieces located in the new Bernalillo County Courthouse and the Steve Schiff District Attorney Building.

NEIGHBORHOOD COORDINATION

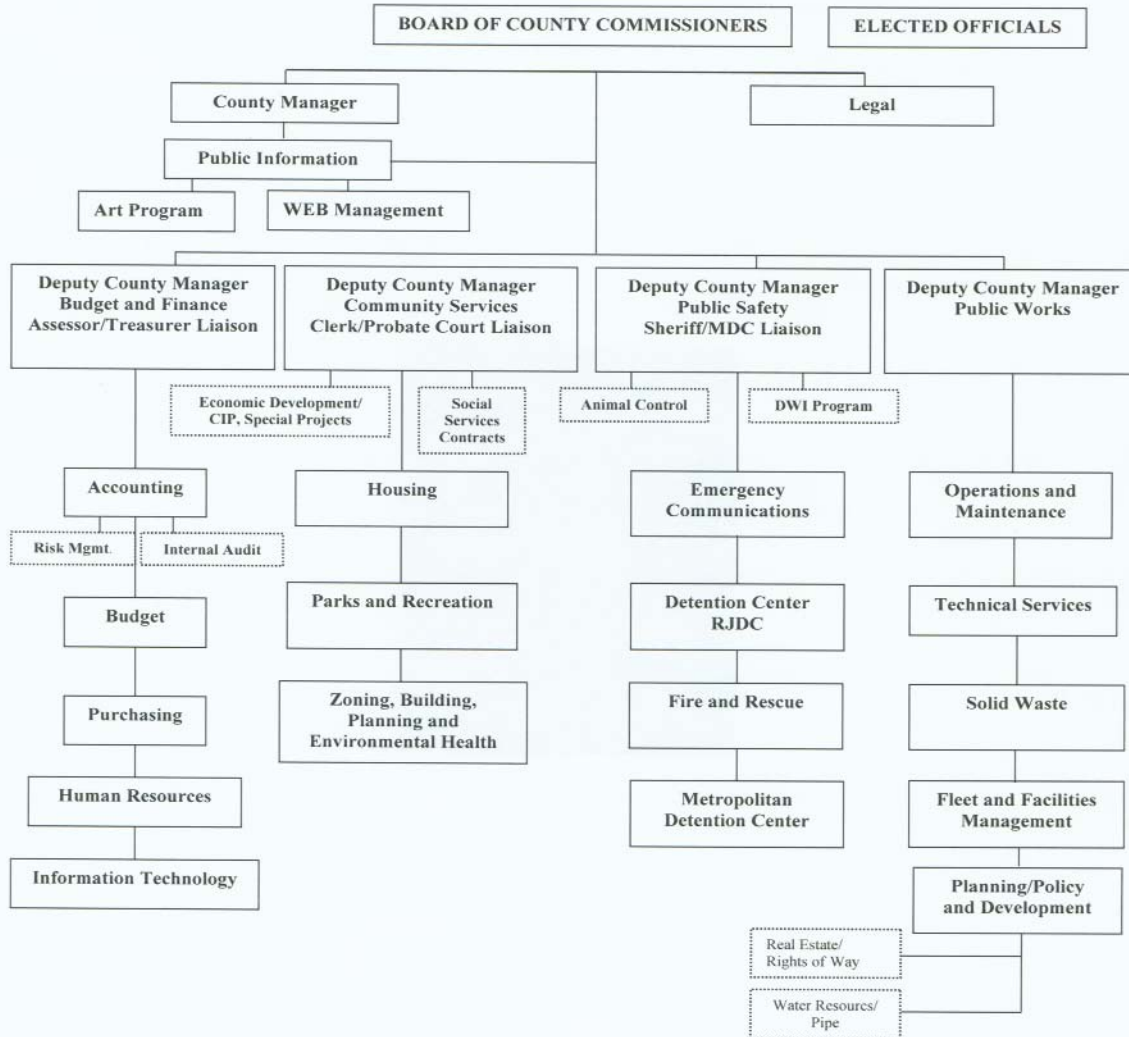
The neighborhood coordinator regularly attends neighborhood association meetings, distributes newsletters, and provides information about County projects, events, and programs.

BERNCO.GOV

The County web site (<http://bernco.gov>) provides convenient 24 hour access to important County government information and services and is accessible to anyone with Internet access at home or work. Internet access is also available at public libraries. Services provided on the County web site include: property tax and valuation information, property tax payment, job postings and on-line applications, commission agendas and ordinances, County Clerk public document searches, purchasing information for vendors, prisoner custody and most-wanted lists, and burn advisories and fire safety tips.

BERNALILLO COUNTY

BERNALILLO COUNTY ORGANIZATIONAL CHART



BUDGET AND FINANCE

BUDGET/FINANCE/PURCHASING RISK MANAGEMENT

In addition to preparing and monitoring the County's budget, Budget and Finance provides a variety of other financial services to the public and County employees. Services include processing payments to local businesses, preparing County payroll, billing and collection of special assessment fees, financial analysis, audits, risk management and purchasing. Budget and Finance oversees Human Resources and Information Technology.

HUMAN RESOURCES DEPARTMENT

One Civic Plaza, NW, 4th Floor
Albuquerque, NM 87102
(505) 768-4010, Fax: (505) 768-4103
email: jobs@bernco.gov

The Human Resources Department accepts and processes employment applications for vacant or new positions. This Department maintains the official records of all County employees and administers health and insurance programs, employee development, collective bargaining, salary schedules and the Rules and Regulations.

A twenty-four hour Job Hot-Line Number (505) 768-4887 is available as an employment opportunity resource for Bernalillo County. Access to current job vacancy information and an interactive on-line application form are available on the Internet at www.bernco.gov.



INFORMATION TECHNOLOGY (IT) DEPARTMENT

One Civic Plaza, NW, Albuquerque, NM 87102
(505) 768-4060, Fax: (505) 768-4022
email: info@bernco.gov

Bernalillo County uses a variety of automation and computer technology to provide services to the public and support for all the elected officials and County departments. IT services include administering communication networks; recording and managing tax bills and assessment notices; maintaining voter registration and election processing systems, the Clerk's recording and filing system, geographic information systems; providing system administration and support for the Web site; and supporting electronic imaging, storage and archiving systems. IT staff includes system analysts, system administrators, programmers and customer service personnel.



COMMUNITY SERVICES

HOUSING DEPARTMENT

1900 Bridge, SW, Albuquerque, NM 87105
(505) 314-0200, Fax: (505) 842-8189
email: housing@bernco.gov



The Housing Department administers the U.S. Department of Housing and Urban Development (HUD) Section 8 and Rental Assistance Program which provides adequate rental housing to over 1900 families. Additionally, the Department manages a 21-unit mobility-impaired housing development and a 54-unit elderly housing complex in the Southwest Valley.

The Housing Department has an ongoing “Owner-Occupied Housing Rehabilitation Program” and has provided home improvement assistance to over 150 low-income families in Bernalillo County. Funding for the Housing Rehabilitation Programs is provided by HUD, H.O.M.E. and Bernalillo County Affordable Housing funds.

Ninety-five low and moderate-income families are now homeowners as a direct result of the Down Payment Assistance Program. Additionally, 47 low-income families have realized the American dream of owning a home at Los Puentes and Las Glorietas, two affordable housing developments located in the South Valley. The Department administers a Family Self-Sufficient Program designed to assist low-income program participants and their families in

becoming economically independent. The Department currently has 71 families participating in this program.

The Bernalillo County Housing Department recently joined with Fannie Mae and Suburban Mortgage to launch an innovative lease purchase program that is the first of its kind in New Mexico. This program is for those families that have credit problems that may limit them from being able to purchase a home.

Fannie Mae has committed \$3 million dollars to be used for mortgages for individuals who may not otherwise have an opportunity to own a home. Qualified applicants work with Bernalillo County Housing Department to lease a home while they go through extensive home ownership counseling which could last up to, but no longer than, three years. The Housing Department will act as a property manager during the course of the lease and upon resolution of negative credit issues, participants must apply for a mortgage. Successful completion of credit issues during the lease period will enable participants to apply lease payments towards the purchase of a house.

COMMUNITY SERVICES

PARKS AND RECREATION DEPARTMENT

111 Union Square, SE
Albuquerque, NM 87102
(505) 314-0400, Fax: (505) 314-0436
email: parks@bernco.gov

The Bernalillo County Parks and Recreation Department operates seven community centers: Los Padillas, Mountain View and Westside Community Center serve the South Valley; Raymond G. Sanchez Community Center serves the North Valley; Paradise Hills Community Center serves the Westside; and Los Vecinos and the newest community center, Vista Grande, serve the East Mountain area. Community Centers offer a variety of services and activities for children, teens, adults and senior citi-



zens. Programs such as preschool recreation, before and after school, arts, dance, music, summer recreation, literacy, special events and senior activities are available.

The Land Management Section maintains over 400 developed acres of parkland which includes 49 county parks (14 neighborhood, 32 community, 3 regional), 7

tennis courts, 36 ball fields, 24 soccer/multipurpose fields, 34 multipurpose areas, 26 playgrounds, and 9 open space properties totaling 1000 acres. The Land Management Section also services the Mesa del Sol Regional Recreational



Complex, as well as other assorted facilities. Nearly 20,000 people of all ages participate in Bernalillo County sports programs each year. Baseball, basketball and soccer are included.

The Youth and Senior Services Section coordinates before and after school programs, special middle school recreation programs, summer recreation sites and a lunch program for children. This section also oversees Senior Center programs which include meal sites throughout the County.

The Special Programs Section handles events including the popular "Dance, Dance, Dance, It's a Teen Thing!" and oversees the Anti-Graffiti program and the Aquatics program which includes operation of four County pools. The Los Padillas Aquatics Center is the department's newest swimming pool which opened in June 2005.

COMMUNITY SERVICES

ZONING, BUILDING, PLANNING AND ENVIRONMENTAL HEALTH DEPARTMENT

111 Union Square, SE

Zoning (505) 314-0350; Fax: (505) 314-0480

email: zoning@bernco.gov

Env. Health (505) 314-0310; Fax: (505) 314-0470

email: eh@bernco.gov

The Zoning, Building and Planning Department is responsible for overseeing land use and development within the unincorporated area of the County and compliance with specific ordinances.

The **Building Section** reviews building plans, issues building permits and inspects residential and commercial building construction. This section also handles permitting and inspections for electrical, mechanical and plumbing work. The **Zoning Section** oversees compliance with the County's land use ordinances. Zoning also issues business licenses and assigns addresses. The **Planning Section** provides staff support for land use cases presented to the County Planning Commission, and the County Commission for land use cases in the area surrounding the Albuquerque city limits. Zoning, Building and Planning works closely with Environmental Health, Public Works and the Fire Marshal's Office to provide efficient, coordinated development review services to the community.

The Bernalillo County Office of Environmental Health's mission is to protect public health and the environment. Programs include groundwater

and liquid waste permitting, plan review, environmental impact review, mosquito and rodent control, plague surveillance, noise abatement, food service review, sanitation and nuisance abatement. This section manages unique water and waste water programs funded by a special environmental tax. Projects include protecting groundwater and wetlands and public education on water, wastewater and other health issues.

Environmental Health works with public and private sectors to promote environmental protection. Several special projects are aimed at leveraging resources for environmental improvement. These include hazardous waste disposal, technical deployment and Brownfields identification. Hazardous waste disposal includes a drop-off center and special events for collection.

CAPITAL IMPROVEMENT SECTION

6840 2nd Street, NW, Atrium Bldg.

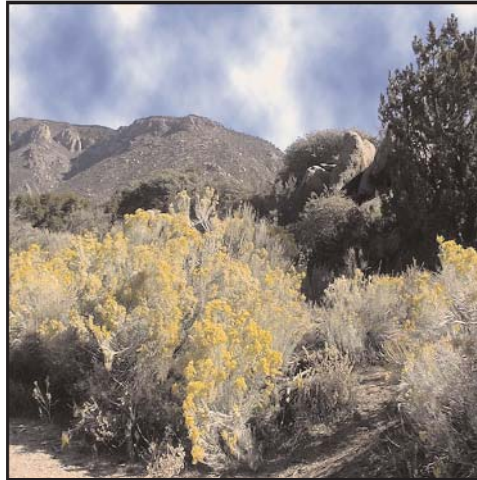
Albuquerque, NM 87107

(505) 768-4185; Fax (505) 342-7983

The **Capital Improvement** section oversees capital improvements projects such as libraries, community centers, fire stations and other public buildings. Funding for these programs comes from general obligation and revenue bonds, public grants, state grants and legislative appropriations and impact fees.

COMMUNITY SERVICES

The **OPEN SPACE SECTION** oversees the acquisition and development of hundreds of acres of open space in Bernalillo County, an area that offers tremendous scenic beauty. As development occurred around the County, it became essential to take steps to secure areas of land to be preserved as open space. In 1998 and 2000, the Bernalillo County Board of Commissioners placed an open space mil levy on the ballot for the purchase and maintenance of open space. To date, Bernalillo County has purchased nearly 1000 acres. These areas include pristine tracts filled with evergreens adjacent to the national forest and parcels of land that hold historic and agricultural value. Bernalillo County's open space offers a place for residents to enjoy nature preserved and protected for the future.



OPEN SPACE PROPERTIES

East Mountain Properties

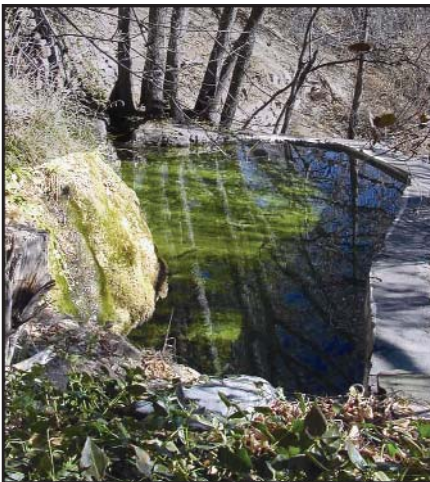
- Sabino Canyon contains 117 acres
- Sedillo Ridge contains 494 acres
- Ojito de San Antonio contains 88 acres
- Carlito Springs contains 177 acres

South Valley Properties

- Hubbell/Gutierrez contains 10 acres
- Durand contains 10 acres
- Pajarito contains 18 acres
- Valle del Bosque contains 13 acres

North Valley Property

- Bachechi contains 28 acres



COMMUNITY SERVICES

Tres Pistas is an example of inter-governmental cooperation. The County, City and Federal governments contributed funds toward the purchase of this property now owned by the Forest Service. The land is adjacent to the Sandia Mountain Wilderness and provides important trail access. **Carlito Springs** contains 177 acres of forest land on the north side of Tijeras Canyon. The property contains a house and three cabins that were once used as guest cottages. A spring flows south through a collection tank and several small ponds.



Other important acquisitions are located in the South and North Valleys. The **Hubbell House** on Isleta Boulevard is an ancient hacienda located along the road once known as El Camino Real. This rambling adobe was a stagecoach stop and a mercantile store in the 1800's. The Hubbell House gained national recognition as one of twelve historical sites throughout the United States selected for Home and Garden Television's "Restore America: A Salute to



Preservation" series. The Hubbell House, a 5800-square foot adobe built in the 1800's, was featured in a special segment on cable network. Representatives of HGTV, the National Trust for Historic Preservation, Save America's Treasures and co-sponsor Comcast Cable presented a \$75,000 check to Bernalillo County to support the restoration work at this architecturally and historically significant site.

The 28-acre **Bachechi** site, formerly known as Sullivan Stables, is located at 9521 Rio Grande Boulevard, NW, just south of the Alameda/Rio Grande Open Space. The property has a single-family dwelling, stables, several outbuildings and open land. A planning process is in place with the community to discuss and recommend long-term uses for the property.

PUBLIC WORKS

PUBLIC WORKS

2400 Broadway, SE
Albuquerque, NM 87102
(505) 848-1500, Fax: (505) 848-1510
email: info@bernco.gov

the South Valley water project, clearing Rights-of-way for Isleta phase II and providing data for emergency dispatch.

TECHNICAL SERVICES DEPARTMENT

The mission of the Public Works Division is to provide safe, efficient, high quality public works facilities and services through long range planning, quality design and construction, and proper maintenance. This is accomplished with an interest in achieving the highest level product at the least cost to the residents. The Public Works Division also serves an integral part in supporting and achieving the overall goals of Bernalillo County.

This Department develops, maintains and improves County roads and utilities through acquisition and management of right of way; design and construction of roadway, drainage and utility systems. Programming of future improvements and engineering studies as needed to provide quality customer service and maximize the effects of funds available.

The Public Works Division is composed of four main departments - Infrastructure Planning and Geo-Resources, Technical Services, Operations and Maintenance, and Solid Waste. Fleet and Facilities Management are also under Public Works.

The Development Review group is part of the Technical Services Department and is responsible for the review and enforcement of a wide variety of private development actions that affect the County Public Works Division and the general public. Actions consist of reviewing Building, Planning, and Zoning Department permits and platting actions. These permits generally consist of building permits, zoning permits, fence permits, zone changes, special use permits, and/or platting actions. The DR group reviews these permits for compliance with PWD ordinances such as the drainage, flood plain, street standards and excavation ordinances.

INFRASTRUCTURE PLANNING AND GEO-RESOURCES

This Department is responsible for long-range planning, review of major transportation and water planning, rights-of-way acquisition, geographic information systems development and implementation and participation in regional forums and studies. Some of the projects include

PUBLIC WORKS

OPERATIONS AND MAINTENANCE

*Road Maintenance
Traffic Engineering
Utilities and Ancillary Facilities*

The Operations and Maintenance Department maintains all County-owned public works infrastructure. This includes roads, bridges and storm drainage. There are over 717 miles of public roads and major thoroughfares within the County's jurisdiction. Road maintenance crews handle pot-hole repair, grading, dust control, ice and snow removal, culvert cleaning and weed removal.

Traffic Engineering maintains signals, signs and pavement markings, and conducts assessment for the placement of traffic calming devices. Utility maintenance involves maintaining storm water pump stations, storm and sewer lines and retention ponds.



SOLID WASTE DEPARTMENT

The Solid Waste Department oversees the hauling and billing contract for the County's road-side trash collection program including its many programs and functions such as: low income assistance, public information and education, walk-in payment processing, address and billing research, account collections, code enforcement, and community cleanups. The Solid Waste Department manages the operation of the East Mountain Transfer Station and monitors the Torrance County/Bernalillo County Regional Landfill.

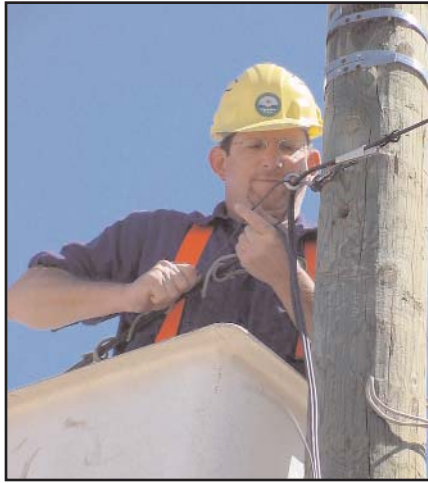
<u>For specific service:</u>	<u>Phone #</u>
Weed and snow removal, road grading, and street flooding	848-1503
Pot-holes	848-1503
Traffic light inquiries	848-1504
Excavation permits	848-1502
Maps and plats to Rights of Way	848-1500
Solid Waste	224-1639

PUBLIC WORKS

FLEET AND FACILITIES MANAGEMENT

2400 Broadway, SE, Building B
Albuquerque, NM 87102
Fleet (505) 224-1600,
Facilities (505) 224-1608
Fax (505) 224-1619
email: fmshelp@bernco.gov

Facilities Management is responsible for providing a safe and clean environment at all County buildings. Services include electrical, mechanical, heating, ventilation, air conditioning, carpentry, plumbing, and remodeling. Facilities Management also oversees custodial services and telecommunications services. This department promotes innovative projects such as energy conservation techniques and places all meters into a GAS/GIS data base for tracking.



Fleet Management handles automotive repair and maintenance services for the County fleet of 800 vehicles. This Department insures proper, efficient and safe operations of all Bernalillo County vehicles by providing timely and professional preventive maintenance, vehicle repair and fuel management program for maximum performance and reliability. Vehicles serviced include law enforcement vehicles, heavy equipment and other types of fleet vehicles. Fleet Management has taken the lead in developing use of alternative fuels such as compressed natural gas and other conservation programs. Mechanics in Fire and Rescue handle maintenance and repair of fire trucks.



PUBLIC SAFETY

This Division oversees the adult Metropolitan Detention Center and Juvenile Detention Center, Office of Emergency Management, Animal Control, Fire and Rescue, Emergency Communications, and the DWI Program. The Deputy County Manager for Public Safety serves as a liaison to the Sheriff's Department, courts and law enforcement agencies.

EMERGENCY COMMUNICATIONS CENTER

Sibrava Substation
10401 Holly, NE Albuquerque, NM 87122
(505) 798-7000, Fax: (505) 798-7006, blake@bernco.gov

The Emergency Communications Center (ECC) is a dispatch center that assesses and dispatches the Sheriff and Fire Department's emergency calls. The Communications Center features state-of-the-art communications equipment, including a Computer Aided Dispatch (CAD) System and an Enhanced 911 emergency response system. Wireless 911 also provides better emergency response service to callers using cell phones. The Communication Center is responsible for coordinating communications relative to major disasters within Bernalillo County and is operational 24 hours a day, 365 days a year.

JUVENILE DETENTION CENTER

5100 2nd Street, NW, Albuquerque, NM 87122
(505) 761-6600, Fax: (505) 761-4217, jdc@bernco.gov

Bernalillo County operates an 80-bed Juvenile Detention Center which houses over 5,000 high-risk, juvenile offenders annually. The Bernalillo County Juvenile Detention Center (JDC), in partnership with the Annie E. Casey Foundation, Juvenile Probation & Parole Office, Children's Court, District Attorney, Public Defender, University of New Mexico, Cimarron, Lovelace, Presbyterian and other community entities, is central to detention and system reform. This collaboration has established diversion programs at the Bernalillo County Juvenile Detention Center which include the Youth Reporting Center, Community Custody Program, Continuation School, Community Based Mental Health Clinic, The Multi Systemic Treatment Team and Pet Therapy. All of these programs, coupled with strict supervision and services, assist youth in redirecting their activities in a positive direction. This effort has provided positive results for the youth and their families.

In addition to the County's primary juvenile facility, Bernalillo County is responsible for the day-to-day operation and management of the Regional Juvenile Detention Center located in Los Lunas. This Center contains 24 beds and is funded by Valencia and Sandoval Counties. It provides service to other counties,

PUBLIC SAFETY

The Bernalillo Office of Emergency Management (OEM) was established by the County Commission to become a state-of-the-art Emergency Management program that has the required resources and competencies needed to provide instruction, safety and care to Bernalillo County citizens affected by a hazardous event. Since 911, the more prominent role and ever-increasing responsibilities of emergency management have been recognized.



Bernalillo County is exposed to natural hazards such as wildfires and severe weather as well as hazardous material accidents as a result of the transportation and/or storage of chemicals. The Office of Emergency Management plans and prepares for conventional, nuclear, biological, incendiary or explosive terrorist attacks.

Preparedness for potential threats is addressed through an All-Hazard Emergency Operations Plan, training exercises, and close working relationships with other emergency operation agencies.

The OEM uses federal homeland security and emergency planning funds to improve the County's overall disaster and terrorism mitigation, preparedness, response and recovery activities to help protect those who live, work and visit Bernalillo County.

METROPOLITAN DETENTION CENTER

(505) 839-8700; Fax: (505) 839-8980
100 John Dantis Dr. SW
Albuquerque, NM:
email: bcde@bernco.gov

The Metropolitan Detention Center (MDC) ranks approximately 35th in size in the country for facilities of this type. The center is located on 150 acres on the west side and serves as a national model for master planning, modular economical expansion and state-of-the-art technology. The MDC is operated by the County.



The MDC is designed to handle 2100 inmates in four clusters, each containing eight pods. Each pod contains 64 beds. The MDC includes a Law Enforcement Center, separate booking, a medical facility, a property and records section, a visitor center, District Attorney and Public Defender offices, and a courtroom for district and metropolitan court judges. There is an area for visitation and video arraignments. Each pod contains a day room, outdoor exercise yard and administrative, educational and counseling rooms. Residents are confined to the pods at all times except when undergoing medical treatment, allowing for greater security.

PUBLIC SAFETY

FIRE AND RESCUE

6840 2nd, NW
Albuquerque, NM 87107
761-4225, Fax: 761-4247
email: fire@bernco.gov

The Fire and Rescue Department operates twelve districts staffed 24 hours a day. The department uses paid staff and volunteer members trained to national structure firefighting standards, wild land firefighting standards, and certified as Emergency Medical Technicians (50 percent are certified as Emergency Medical Technician-Paramedic). They provide fire suppression, rescue, and emergency medical services to unincorporated area residents.

The Department also has a variety of specialized teams such as the Wild Land Team. They respond to fires and support the State Forestry Service and the United States Forest Service.



The Emergency Services Unit responds to large events as a Support Unit, Command Post, Communications Center and Firefighter Rehabilitation. Younger support members include Explorer Post 224. For more information on volunteer and training opportunities, see the Fire and Rescue pages at <http://bernco.gov>.

In addition to responding to emergencies, the Department provides public service through the Fire Prevention Bureau and SAFE Kids Coalition. They are responsible for fire code safety enforcement, plan review, inspections, public education and public relations events. They also investigate fire scenes for cause and origin and participate in arson prosecutions.



PUBLIC SAFETY

ANIMAL CONTROL SECTION

1136 Gatewood, SW, Albuquerque, NM 87121
(505) 314-028, Fax: (505) 873-6709
email: animal@bernco.gov

The Animal Control Section's primary responsibility is to protect the safety, health and welfare of the public while enforcing the humane treatment of animals. This Section ensures compliance with the Animal Control Ordinance and other laws, including

enforcement of rabies vaccination and pet licensing requirements.

Reports of stray or injured animals, animal bites, animal nuisances, or animal cruelty and neglect

are received by the Section and managed by a staff of professional Animal Control Officers.



This Section provides community awareness and educational programs to encourage responsible pet ownership and promote population control of dogs and cats through spaying and neutering. The staff conducts educational presentations to citizens of all ages, including youth groups, schools and neighborhood associations. Animal Control, with support of veterinarians, offers a financial assistance program (S.N.A.P.) for low-income pet owners to help with the cost of having a dog or cat spayed or neutered.

DWI PROGRAM

One Civic Plaza, NW, Albuquerque, NM 87102
(505) 768-4253
email: kdkinzie@bernco.gov

The Bernalillo County DWI Program provides a broad array of services to residents of both the incorporated and unincorporated areas. These programs include: Substance Abuse Prevention, DWI enforcement, Substance Abuse Treatment for DWI offenders (including treatment of DWI offenders in jail), Alternative Sentencing programs, Intensive Supervision of minors, Screening of DWI offenders, Program coordination and evaluation. Additionally, a separate grant allows the County to fund operation of a public detoxification and treatment program for public inebriates called MATS. Clients receive detoxification and treatment services as well as case management and access to other supportive services.

Bernalillo County administers the DWI Grant Program. Through this program, the County receives a portion of the liquor excise tax collected by the state to implement local programs to combat DWI, alcoholism and drug abuse. The County has formed a DWI Planning Council, a volunteer group of community members, to make recommendations to the County Commission on programs and services to reduce the incidence of DWI and reduce the number of alcohol-related automobile crashes and fatalities in our County.

PUBLIC SAFETY

METROPOLITAN ASSESSMENT TREATMENT AND SERVICES (MATS)

With the recent opening of the Metropolitan Assessment and Treatment Services (MATS) facility, Bernalillo County is well on its way to establishing a comprehensive and coordinated Detoxification, Recovery Treatment and Transitional Housing program for public inebriates, including individuals with co-occurring disorders. The primary focus is on expanding services and developing partnerships with existing community medical, mental health, alcohol/drug and homeless service agencies.



MATS includes short-term detoxification, up to 30-day recovery treatment services and access to transitional housing options with continued outpatient treatment, case management, and supportive services. Funding for these programs comes from the Bernalillo County DWI Program's detox and treatment grant, a recurring \$1.7 million appropriation intended to tackle the public inebriate issues facing Bernalillo County.

Substance Abuse Recovery Program

Up to 30 days of substance abuse recovery treatment services are available to male and female clients who express the desire to regain their sobriety from drug or alcohol abuse and who meet ASAM eligibility criteria.

Transitional Housing (4 to 6 months) and Case Management

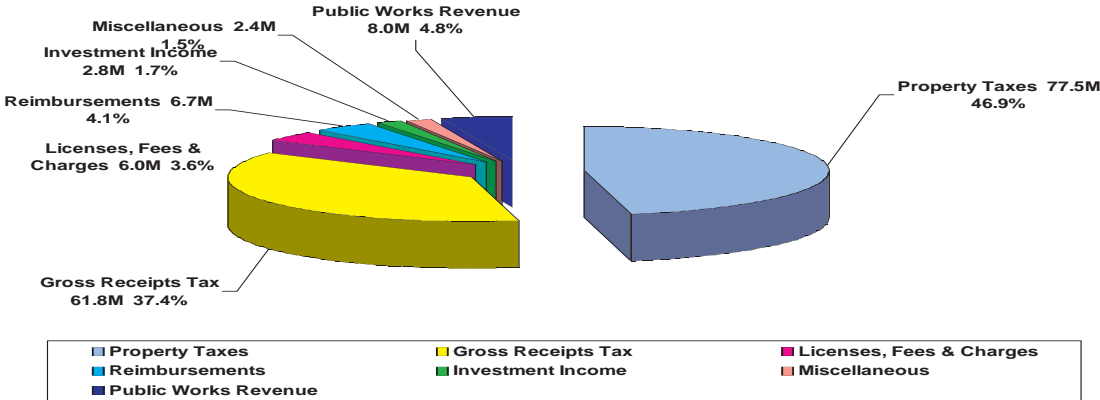
Especially for homeless clients, this phase is critical to the long-term success and recovery of participants. The MATS program will continue to work closely with community agencies to provide permanent and transitional housing to ensure the housing needs of departing clients are met. Additionally, Bernalillo County was awarded a legislative appropriation in the 2005 regular session to design and build a transitional housing facility on the MATS site.

Community Outreach Services

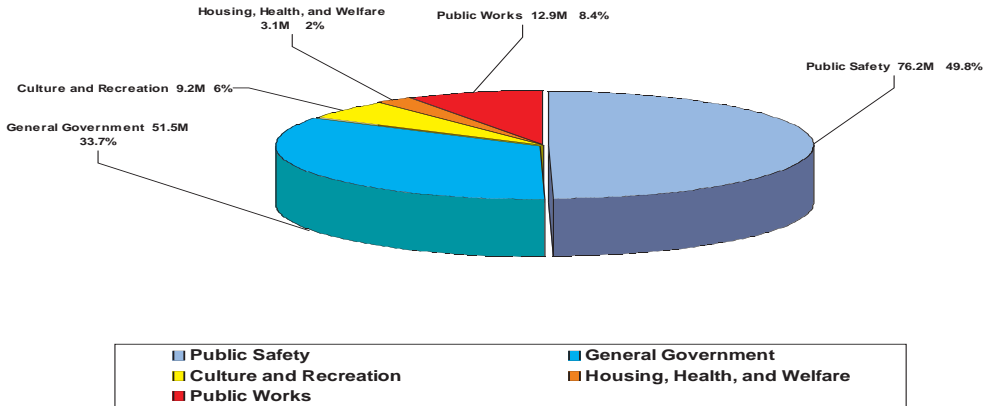
A comprehensive outreach effort is envisioned that will bring together assessment services not only for outpatient substance abuse vouchers but a range of other services including assessment for VA benefits, SSI/SSDI, EBT, TANF, Medicaid, and Section 8 housing. Commitments to work cooperatively in this effort have already been received from the VA, Albuquerque Health Care for the Homeless, UNM and the Homeless Advocacy Coalition.

REVENUE AND EXPENDITURE

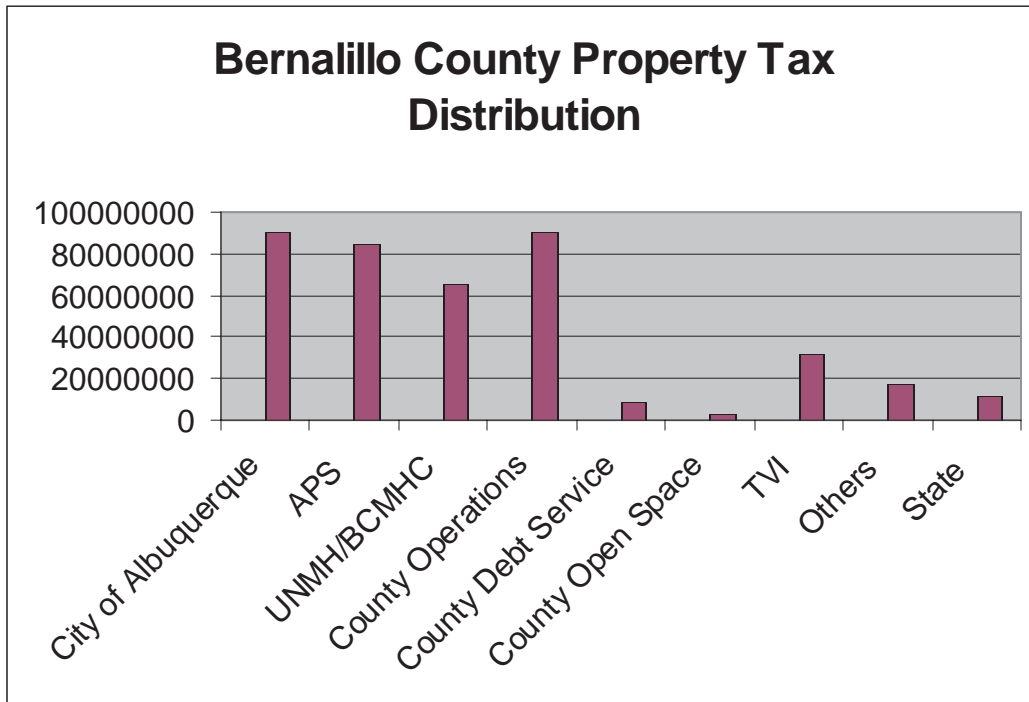
**Bernalillo County
General Fund Operating Revenue Forecast
FY2005/2006**



**Bernalillo County
General Fund Budgeted Expenditures by Function
FY2005/2006**



BERNALILLO COUNTY PROPERTY TAX DISTRIBUTION



TAXING AGENCIES WITHIN BERNALILLO COUNTY	
Projected Tax Distribution for Tax Year 2005-\$402,003,557	
City of Albuquerque	\$ 90,800,412
APS	\$ 84,761,295
UNMH/BCMHC	\$ 64,944,857
County Operations	\$ 90,189,632
County Debt Service	\$ 8,325,589
County Open Space	\$ 2,498,865
TVI	\$ 31,824,481
Others	\$ 17,298,586
State	\$ 11,359,840

COOPERATIVE SERVICE AGREEMENTS

RIO GRANDE VALLEY LIBRARY SYSTEM

There are currently 14 branch library locations, in addition to the main library in downtown Albuquerque, serving all areas of Bernalillo County. The East Mountain Library is located on Old Tijeras Highway, the South Valley Library is located at 3908 Isleta Blvd., SW and the North Valley Library is located at 7704 2nd Street, NW. All branches have computer systems with public Internet access. Bernalillo County voters approved one million dollars in Government Obligation Bonds for books and materials to be used in the regional public library system in 2002.



UNIVERSITY HOSPITAL AND UNIVERSITY MENTAL HEALTH CENTER

County residents provide support for operating and maintenance costs of University Hospital and the University Mental Health Center. These facilities offer quality health care to County residents including health care access to indigent residents.

OFFICE OF SENIOR AFFAIRS

The County funds and operates a portion of the City's Office of Seniors Affairs, providing programs and meal sites at six County-owned facilities.



Bernalillo County employees take pride in providing services for the community, both rural and metropolitan. At every level of County government, from elected officials, office workers, community volunteers and maintenance crews, we strive to make the best possible use of tax dollars to provide services needed in Bernalillo County.



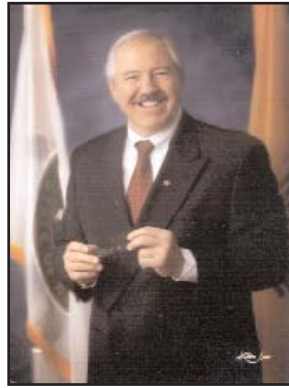
Thaddeus Lucero
County Manager



Julie Baca
Deputy County Manager
Community Services



Dan Mayfield
Deputy County Manger
Finance



John Dantis
Deputy County Manager
Public Safety



Tim West
Deputy County Manager
Public Works

GUIDE TO GOVERNMENT