

BERNALILLO COUNTY

New Mexico



GUIDE TO GOVERNMENT

BERNALILLO COUNTY COMMISSIONERS



District One Commissioner Alan B. Armijo is currently serving a second term representing District 1. He is Chair of the County Commission, a position he has held for the last five years. He has been a strong leader in areas of economic development, public safety and fiscal management. Under his guidance, the County has received exceptionally high bond ratings; he has provided direction during the transition of the full operation of the Metropolitan Detention Center to the County, and he has increased fire protection throughout the unincorporated area. He worked for Albuquerque Public Schools for over 30 years and recently retired as the Governmental Liaison. He possesses over twenty-three years of experience as a teacher and coach. He holds 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.

District Four Commissioner E. Tim Cummins was re-elected to serve a second term in November 2004. He was elected Chair of the Commission in 2002 and served as Vice-Chair for the last three years. A strong advocate of economic development within Bernalillo County, he has assisted in identifying and bringing sustainable companies to our area. He has also championed public safety issues such as the Reverse 911 System and the addition of firefighters. 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.



District Two Commissioner Teresa L. Córdova, Ph.D. continues her first term as County Commissioner with extensive experience working with residents and community leaders to identify challenges and deliver solutions to her district. 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. She received a Ph.D. from the University of California, Berkeley, is the recipient of the YWCA "Woman on the Move" award and was an Outstanding South Valley Citizen. Her family originates from northern New Mexico. In her first term in office, she has worked with legislators and members of the South Valley Community and local organizations to construct the Los Padillas Aquatic Center, the Isleta Blvd. Reconstruction Phase II project, the South Valley Flood Control Reduction Project, the South Valley Economic Development Center, the preservation of the Hubbell House, the Amistad Youth Crisis Shelter, and the South Valley Health Commons.

BERNALILLO COUNTY COMMISSIONERS

District Three Commissioner Deanna Archuleta represents an integral and vibrant part of our urban community including the Nob Hill, Altura Park, Bel-Air, Parkland Hills and Alta Monte areas. She joined the Board of County Commissioners in January 2005, representing District 3 and has been elected to serve as vice-chair. She has been actively involved in the community and focuses her efforts on healthcare, substance abuse treatment, the UNM Hospital and economic and structural revitalization in existing neighborhoods. Commissioner Archuleta, a native New Mexican, is also the Southwest Regional Manager for The Wilderness Society, a national non-profit organization dedicated to preserving and protecting America's wilderness areas. Prior to her election, she served as President of the Summit Park Neighborhood Association which provided a first-hand opportunity to develop the district's vision. She also served as a representative of the Big I Task Force, a member of the City of Albuquerque Transit Advisory Board, Vice-President of the APS Citizens' Advisory Council and PTA President. She received her Masters from the University of New Mexico and is currently finishing her Doctoral degree.



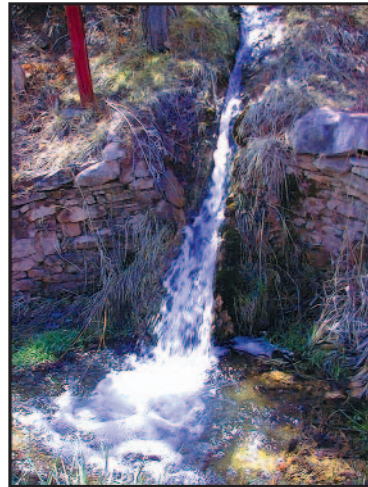
District Five Commissioner Michael Brasher, elected to a second term, is a strong advocate of community input and works closely with neighborhood associations and constituents to pinpoint issues and develop solutions within District 5. He began his first term with the County Commission in January 2003 with extensive political and civic experience and was reelected in 2006. He has been instrumental in increasing wildfire awareness and education. 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 forty-one years of experience in broadcasting. A lifelong resident of Albuquerque, he is an avid bicyclist and enjoys the native terrain and dry, temperate climate.

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 23 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, the Fire Department, Animal Control, the Juvenile Detention Center and Youth Services Center and the Metropolitan Detention Center.

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

IMPORTANT NOTE ON WEB SITE:
When visiting the County's 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 the 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 fewer 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.

County government in the state of New Mexico derives its authority from the State Constitution. Under that constitution, the counties were created by the state legislature and subject to its will. The legislature may dictate 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, over 2000 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.

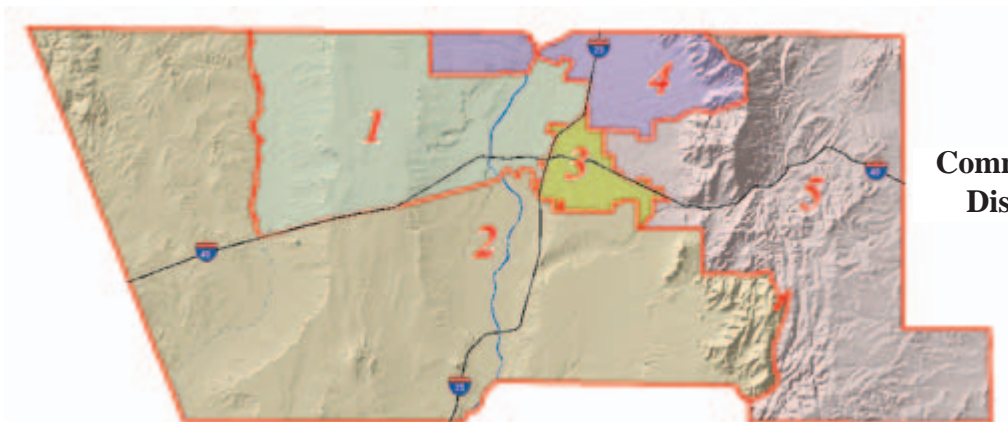
THE BOARD OF COUNTY COMMISSIONERS

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 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 Avenue, NW
Albuquerque, NM 87102
(505) 222-3700 Fax: (505) 222-3770
email: assessor@bernco.gov

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

The Assessor determines the value of real and other property (land and improvements) that include residential, non-residential/commercial, vacant land, personal property (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 County Assessor does not 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. This notice is not a tax bill, but is one factor in determining a tax bill from the County Treasurer's office. For that reason, it is important to carefully review the property valuation figures on your Notice of Value since that information is used in calculating your 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 post-mark on the Notice of Value.



KAREN MONTOYA

Property Tax

Exemptions

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

In accordance with state statutes, 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
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ELECTED OFFICIALS



COUNTY CLERK

One Civic Plaza, NW
6th Floor
Albuquerque, NM 87102
(505) 468-1290
Fax: (505) 768-4190
email: clerk@bernco.gov

MAGGIE TOULOUSE OLIVER

The County Clerk is elected by the 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 and an on-line feature is also available. There is a fee for the license and the money goes to the state Children's Trust Fund and 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. Public school board and CNM elections are held in odd-numbered years. The County Clerk also assists with municipal elections.

The County Clerk maintains all voter registration records for the County. Currently, there are over 330,000 registered voters in Bernalillo County.

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

Visit the County Clerk's website at www.bernco.gov/clerk.

Bureau of Elections:

Main Number 468-1291
Fax Number 768-4631

Recording and Filing

Main Number 468-1290
Fax Number 768-4190

Marriage Licenses

Main Number 468-1243, 44
Fax Number 768-4190

ELECTED OFFICIALS

PROBATE JUDGE

One Civic Plaza, NW
6th Floor
Albuquerque, NM 87102
(505) 468-1233
Fax: (505) 768-5180
email: probate@berncogov

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.berncogov/probate, 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.

The Probate Court also has an online case lookup service that allows people to view docket information for cases filed between 1977 and the present. Earlier cases are being added daily.



MERRI RUDD

In Bernalillo County, the Probate Judge historically has been an attorney and currently handles over 400 cases each year. Many thousands more inquiries and searches are handled by the Judge and staff of the Court. Although the Court is part of the state judiciary, the 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

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
281-3377

North Area Command Center
6900 4th Street, NW, Albuquerque, NM
314-0030

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

The Sheriff is elected by the 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 residents.

As the third largest law enforcement agency in the state, the Sheriff's Department is the largest County department, with more than 400 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 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.

ELECTED OFFICIALS



TREASURER

One Civic Plaza, NW Albuquerque, NM 87102
(505) 768-4031 Fax: (505) 768-4115
Customer Service Fax: 768-4139
email: treas@bermco.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:

PATRICK J. PADILLA

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 mailing over 260,000 property tax bills annually (on or about November 1), and collecting about \$450 million in property taxes and distributing these funds to 13 taxing agencies.

Property taxes are based on 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.bermco.gov, through mortgage companies or at designated local banks, credit unions, and five payment drop boxes.

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 collection and properties are subject to sale at state auction.

MANAGER'S OFFICE

COUNTY MANAGER'S OFFICE

One Civic Plaza, NW, 10th Floor
Albuquerque, NM 87102
(505) 468-7000, 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 2,200 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 assists with other matters related to the commission meetings.

The County Manager's office, in accordance with County Ordinance, 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 DEPARTMENT

One Civic Plaza, NW, 10th Floor
Albuquerque, NM 87102
(505) 468-7246, Fax: (505) 768-4444
email: info@bernco.gov

The Bernalillo County Public Information Department works with the Board of County Commissioners, other County elected officials and the County Manager to effectively communicate activities of Bernalillo County to its citizens and metro area audiences. This includes regular programming on local cable TV government access channel Gov-TV 16 in conjunction with the City of Albuquerque.

Equally as important, the Public Information Department 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. Staff also coordinate several public awareness campaigns, which include news releases, radio spots, radio



programs, press conferences and newspaper ads, which generate interest and inform readers and listeners about Bernalillo County. Some of the campaigns include County Government Week, Primary and General Elections, Fire Restrictions and Early Fire Safety Measures, Water Conservation Plan, the Emergency Operation Plan, Community Celebrations, Capital Improvement Projects, and Anti-Illegal Dumping.

In addition, the department develops and implements strategic communications plans which include crisis communications, neighborhood association advocacy programs and public education.

NEIGHBORHOOD COORDINATION

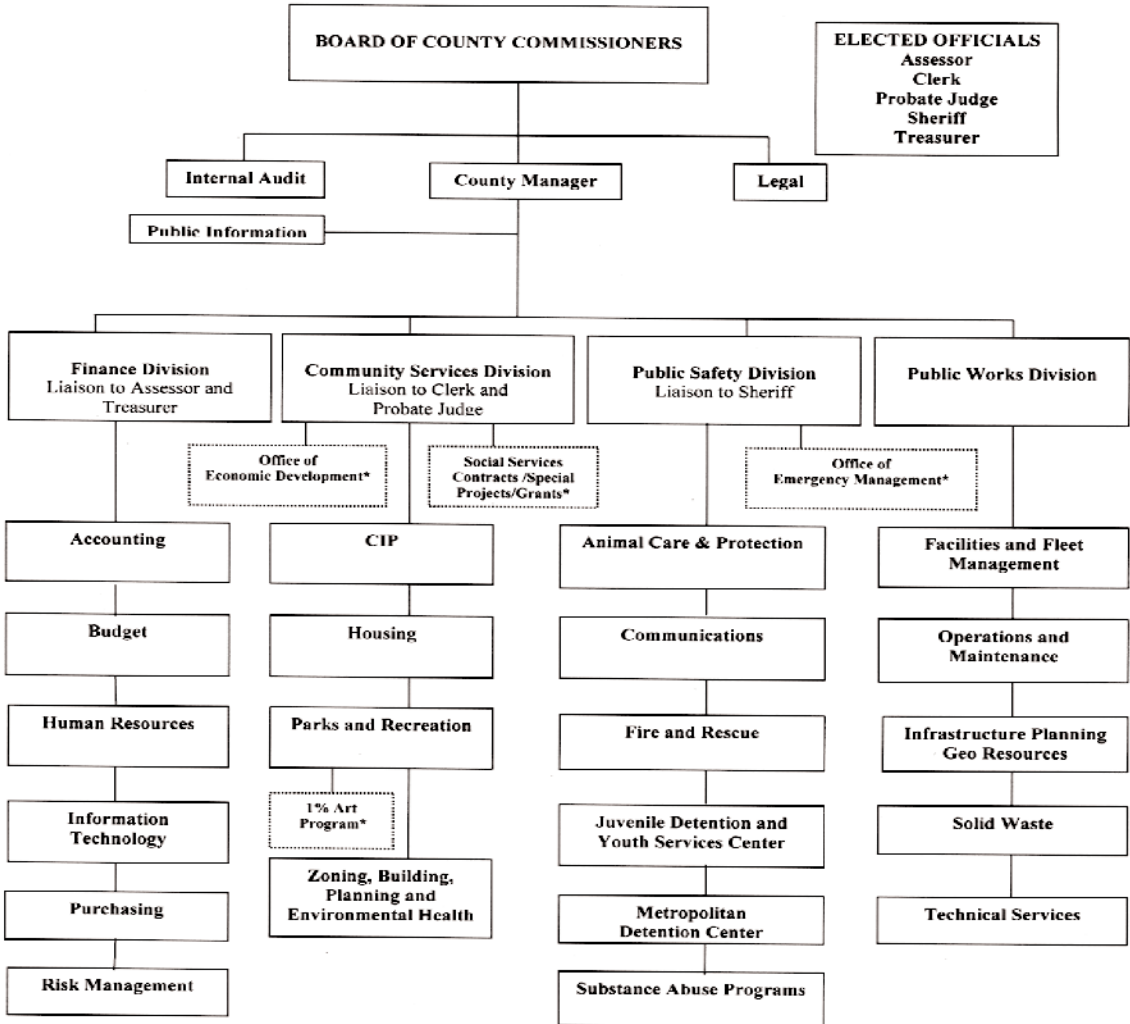
The neighborhood coordinator regularly attends neighborhood association meetings, distributes newsletters, and provides information about County projects, events, and programs.

BERNCO.GOV

The County web site (www.bernco.gov) provides convenient, 24 hour access to important County government information and services and is accessible to anyone with Internet access. Services provided 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

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 also oversees Human Resources and Information Technology.

BUDGET DEPARTMENT

One Civic Plaza, NW, 10th Floor
Albuquerque, NM 87102
505-768-4020, Fax: 505-768-4201
email: budget@berncogov

The Budget department maintains our annual budget, providing the County Manager and Commissioners with input and guidance in deciding how much money to grant each department and program for which Bernalillo County is responsible.

ACCOUNTS RECEIVABLE

The Bernalillo County Accounts Payable Office is a division of the Budget Department. The Accounts Payable (AP) Office works closely with the departmental AP Liaisons to ensure that payments meet all deadlines and internal processing requirements. In addition, AP also works with Bernalillo County vendors to resolve invoice problems that may occur to ensure payments are made accurately and on time. The AP staff takes pride in its customer service and quick turn around time on payments.

PURCHASING DEPARTMENT

One Civic Plaza, NW, 10th Floor
Albuquerque, NM 87102
(505) 768-4013, Fax: 505-768-4067
email: purchasing@berncogov

Bernalillo County's Purchasing Department is responsible for purchasing tangible personal property, services, and construction for 32 user departments. The purchases range from office supplies, furniture, janitorial services, fleet replacement, computer hardware/software, consulting and professional services, to multi-million dollar construction projects---totaling approximately 150 million dollars annually. On average, the Purchasing Department solicits and processes 100 Request for Bid (RFB) and Request for Proposal (RFP) solicitations, 5000 purchase orders, 400 contracts, and audits thousands of credit card transactions.

The mission of the Purchasing Department is to provide the highest level of customer service while ensuring that all purchases are made in accordance with state and federal laws, regulations, and ordinances; are open, fair, and competitive; and are obtained at the best value maximizing the use of public funds.

BUDGET AND FINANCE

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.

RISK MANAGEMENT DEPARTMENT

111 Union Square SE, Suite 201, 2nd floor
Albuquerque NM 87102
(505) 314-0440
email: risk@bernco.gov

Bernalillo County Risk Management's primary responsibility is to provide management of claims processing and handling, and safety and loss control initiatives. It provides training in driver awareness, safety issues during orientation and workplace assessments for county employees.

INFORMATION TECHNOLOGY 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. Information Technology 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 include 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 Bernalillo County Housing Department administers the U.S. Department of Housing and Urban Development (HUD) Section 8 Voucher Program which provides clean and affordable rental housing to over 1800 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 the New Mexico Mortgage Finance Authority’s HOME Funds and the Federal Home Loan Bank of Dallas’ Affordable Housing Program.

The Department administers a Family Self-Sufficiency Program designed to assist low-income Section 8 program participants and their families become economically independent. A total of 48 families have graduated from this program, utilizing more than \$438,000 to help with the purchase of homes, starting their own businesses, paying off debt and helping their children through post-secondary education. The Department currently has 100 families participating in this program.

Bernalillo County Housing Department was the first Housing authority in the State of New Mexico to have a Section 8 Homeownership Program. This program is open to families participating in the Section 8 Voucher Program with Bernalillo County. The program subsidizes families with good credit with a portion of their mortgage payment. Working families can receive this assistance for up to 5 years and disabled and elderly families can receive assistance indefinitely. Both groups must recertify yearly for continued assistance. BCHD is currently #2 in the nation for the number of families assisted under the Program; to date we have helped 15 families “Realize the Dream of Homeownership.”

BCHD is also participating in a joint venture with Fannie Mae, Southwest Neighborhood Housing Services and Suburban Mortgage Co. of New Mexico on 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 on their own.

With the increase of population in Bernalillo County, the need for affordable housing also increases. Bernalillo County Housing Department is committed to providing decent, safe and sanitary housing for assisted families and those that are homeownership ready and pledges to seek additional funding to increase the number of families that are served in our housing programs.

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 Centers in the South Valley; Raymond G. Sanchez Community Center in the North Valley; Paradise Hills Community Center in the Westside; and Los Vecinos and Vista Grande Community Centers in the East Mountain area. Community centers offer a variety of services and activities for children, teens, adults and senior citizens. Programs include preschool recreation, arts, dance, music, and summer recreation.



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, medians which are over two million square feet, eighteen miles of trail 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. Softball, basketball, and flag football are included. The Community Services section also oversees four fitness centers, four outdoor seasonal pools and one year-round indoor aquatic facility.

The Youth and Senior Services Section coordinates before and after school programs, summer recreation sites and the summer lunch program for youth. This section also oversees numerous senior meal sites throughout the County.

The Special Programs Section of Parks and Recreation comprises the dynamic team behind the Anti-Graffiti Program, the Family Literacy Program and the Computer Clubhouse. They also coordinate and oversee many events throughout the year including the "South Valley Pride Day," "Spirit of the North Valley," "East Mountain Celebration," "A Day in Paradise," and the "International Community Day Celebration."

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. 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, envi-

ronmental 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 DEPARTMENT

6840 2nd Street, NW, Atrium Building.

Albuquerque, NM 87107

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

email: cip@bernco.gov

The **Capital Improvement** Department oversees the construction of 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 undeveloped 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 spaces offer places 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

PUBLIC WORKS

PUBLIC WORKS

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

The mission of the Public Works Division (PWD) 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 lowest cost to residents. The Public Works Division also plays an integral part in supporting and achieving the overall goals of Bernalillo County.

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 is also part of Public Works.

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 the Alameda Trail Connection from 2nd Street to the South Diversion channel, Eubank Boulevard improvements from Paseo del Norte to San Antonio and providing data for emergency dispatch.

TECHNICAL SERVICES

This Department develops, maintains and improves County roads and utilities through acquisition and management of right of way and design and construction of roadways, drainage and utility systems. It also provides quality customer service and maximizes taxpayer funding the funds available.

The Development Review (DR) 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 include 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 drainage, flood plain, street standards and excavation ordinances.

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.

<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

SOLID WASTE

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 also manages the operation of the East Mountain Transfer Station and monitors the Tarrant County/Bernalillo County Regional Landfill.

CONVENIENCE CENTERS

All locations are OPEN 7 days a week
8:00 am - 5:00 pm

Eagle Rock, 857-8318
6301 Eagle Rock (Northern Quadrant)

Don Reservoir, 836-8757
114th St., SW (Western Quadrant)

Montessa Park, 873-6607
3512 Los Picaros, SE (Southern Quadrant)

East Mountain Transfer Station, 281-9110
711 Highway 33 (Eastern Quadrant)
(open 7:00 am - 5:15 pm)

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

Fleet Management handles automotive repair and maintenance services for the County's fleet of 800 vehicles. This Department ensures proper, efficient and safe operations of all Bernalillo County vehicles by providing timely and professional preventive maintenance, vehicle repair and a 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 the use of alternative fuels such as compressed natural gas and by adopting other conservation programs. Mechanics in Fire and Rescue handle maintenance and repair of fire trucks.

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 and places all meters into a GAS/GIS database for tracking.



PUBLIC SAFETY

Public Safety oversees the adult Metropolitan Detention Center and Juvenile Detention and Youth Services 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 Communications 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 AND YOUTH SERVICES 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 and Youth Services 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 and Youth Services 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 more positive way. This effort has provided good 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, tribes and the federal government on a contractual reimbursement basis.

PUBLIC SAFETY

OFFICE OF EMERGENCY MANAGEMENT

6840 2nd Street NW
761-4225; Fax: 761-4276
email: emer@bernco.gov

The Bernalillo Office of Emergency Management (OEM) was established by the County Commission to become a state-of-the-art Emergency Management program with the required resources needed to provide instruction, safety and care to Bernalillo County citizens affected by a hazardous event. Since 9/11, 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. 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: bcdc@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 solely by the County. The MDC is designed to house inmates in four clusters, each containing eight pods. Each pod contains 64 beds.

The MDC includes a Law Enforcement Center, a separate booking area, 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. Inmates are confined to the pods at all times except when undergoing medical treatment and during meals.

In October 2006, The Bernalillo County Metropolitan Detention Center (MDC) opened the newly constructed 43,000 square foot, \$7.6 million Health Services Unit (HSU). This unit provides MDC inmates with acute medical and mental health care services in one area. The HSU can accommodate up to 124 inmates. The unit's design complements the state-of-the-art profile of the rest of the facility.

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 district fire stations staffed 24 hours a day. The department uses paid staff and volunteer members trained to national structure and 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 Wildland Team. They respond to fires and support the State Forestry Service and the U.S. 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://www.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 community events. They also investigate fire scenes for cause and origin and participate in arson prosecutions.

PUBLIC SAFETY

ANIMAL CONTROL DEPARTMENT

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, and animal cruelty and neglect are received by this Section and managed by a staff of professional Animal Control Officers.

Animal Control Section provides community awareness and educational programs to encourage responsible pet ownership and to 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 the support of veterinarians, offers a financial assistance program (S.N.A.P.) for low-income pet owners to defray the cost of having a dog or cat spayed or neutered.

DEPARTMENT OF SUBSTANCE ABUSE PROGRAMS/DWI PROGRAM

5901 Zuni, SE, Albuquerque, NM 87108
(505) 468-1550; Fax (505) 266-3726
email: info@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 related automobile crashes and fatalities in our County.

PUBLIC SAFETY

METROPOLITAN ASSESSMENT TREATMENT AND SERVICES (MATS)

By opening 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 address the public inebriate issues facing Bernalillo County.

Substance Abuse Recovery Program

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

Transitional Housing (4 to 6 months) and Case Management

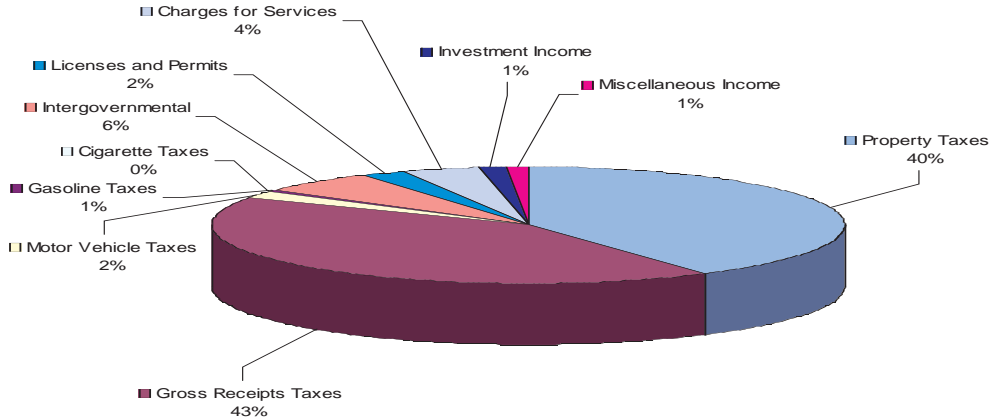
Especially for homeless clients, this phase is critical to the long-term success and recovery of participants. The MATS program will continue to work closely with community agencies to provide permanent and transitional housing to ensure that the housing needs of departing clients are met. Additionally,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

Community Outreach Services

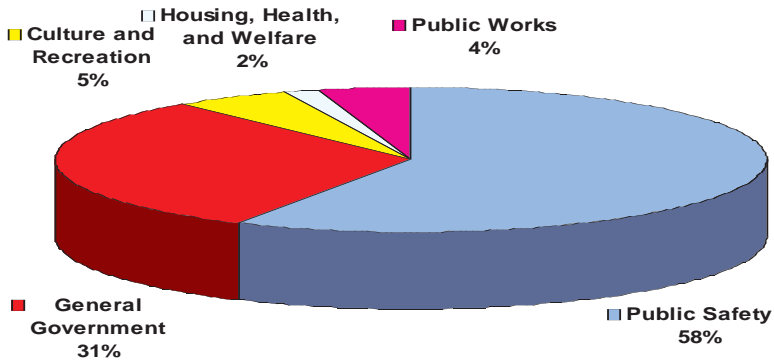
A comprehensive outreach effort is envisioned that will bring together assessment services not only for outpatient substance abuse patients but a range of other services including assessment for VA benefits, SSI/SSDI, EBT, TANF, Medicaid, and Section 8 Housing. Commitments to work cooperatively in this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

REVENUE AND EXPENDITURE

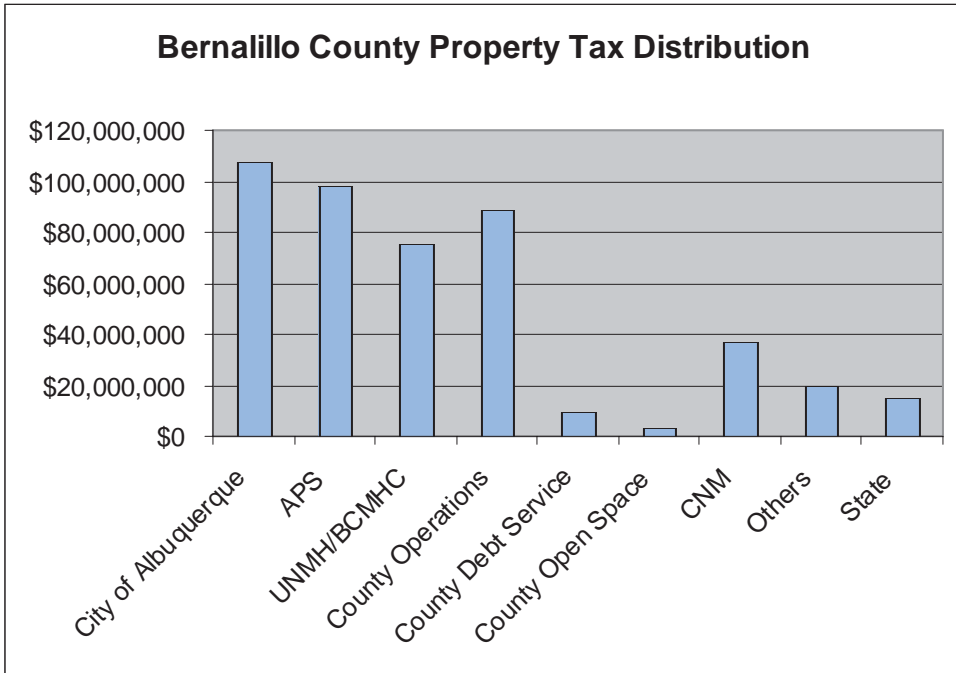
**Bernalillo County
General Fund Operating Revenue Forecast
FY08
\$208 Million**



**Bernalillo County
General Fund Expenditures by Function
FY08**



BERNALILLO COUNTY PROPERTY TAX DISTRIBUTION



TAXING AGENCIES WITHIN BERNALILLO COUNTY			
Tax Distribution for Tax Year 2006 \$453,741,425			
	Amount	Percentage	
City of Albuquerque	\$107,529,960	23.70%	
APS	\$97,983,490	21.59%	
UNMH/BCMHC	\$75,354,842	16.61%	
County Operations	\$88,678,813	19.54%	
County Debt Service	\$9,654,556	2.13%	
County Open Space	\$2,906,936	0.64%	
CNM	\$37,065,997	8.17%	
Others	\$19,570,584	4.31%	
State	\$14,996,246	3.31%	

COOPERATIVE SERVICE AGREEMENTS

RIO GRANDE VALLEY LIBRARY SYSTEM

There are currently 14 branch libraries and a 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 healthcare to County residents including health-care access to indigent residents.



OFFICE OF SENIOR AFFAIRS

The County funds and operates a portion of the Albuquerque'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 and programs needed in Bernalillo County.



*John Dantis
Deputy County Manager
Public Safety*



*Julie Morgas Baca
Deputy County Manager
Community Services*



*Thaddeus Lucero
County Manager*



*Dan Mayfield
Deputy County Manager
Finance*



*Tim West
Deputy County Manager
Public Works*

GUIDE TO GOVERNMENT