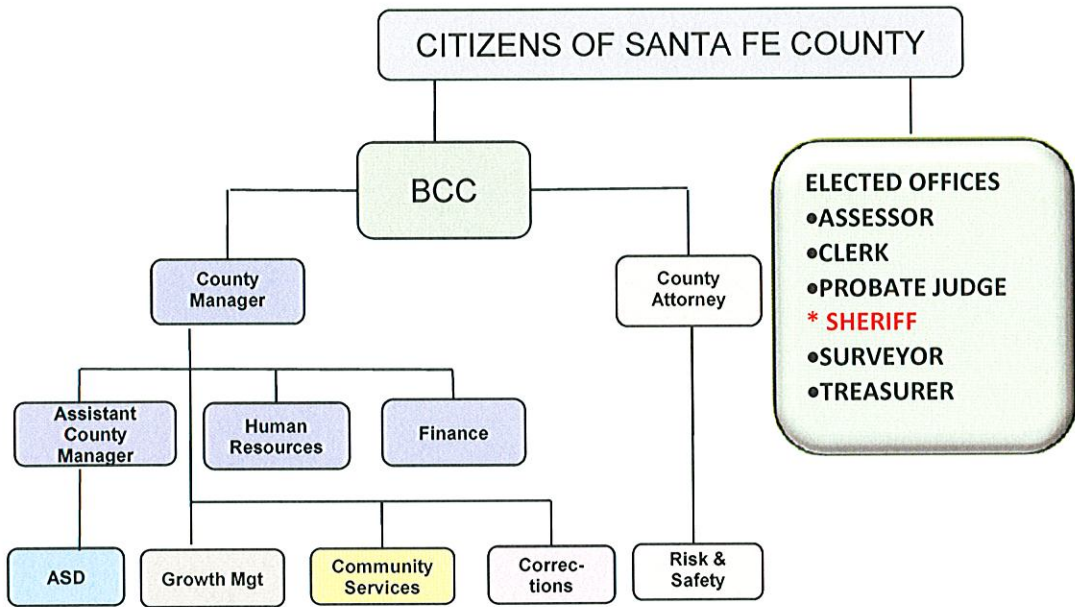


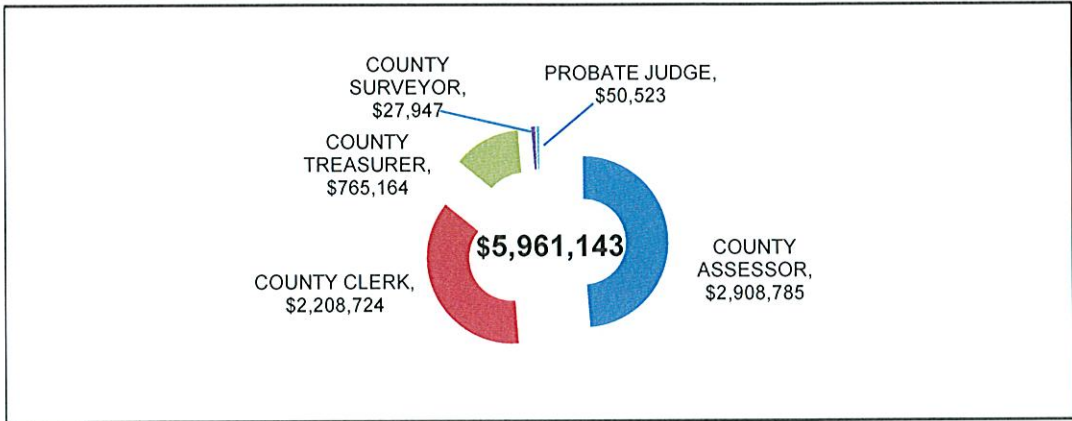
SANTA FE COUNTY
 FISCAL YEAR 2010 BUDGET
 ELECTED OFFICES



DEPARTMENTS	FUNDS				
	GENERAL FUND	SPECIAL REVENUE FUNDS	CAPITAL IMPROVEMENT FUNDS	DEBT SERVICE FUNDS	ENTERPRISE FUNDS
COUNTY CLERK	\$ 1,995,124	\$ 213,600			
COUNTY TREASURER	\$ 765,164				
COUNTY ASSESSOR	\$ 1,756,508	\$ 1,152,277			
COUNTY SHERIFF (SEE PUBLIC SAFETY)					
COUNTY PROBATE JUDGE	\$ 50,523				
COUNTY SURVEYOR	\$ 27,947				
TOTAL	\$ 4,595,266	\$ 1,365,877	\$ -	\$ -	\$ -
\$	5,961,143				



SANTA FE COUNTY
 FISCAL YEAR 2010 BUDGET
 ELECTED OFFICES



	BUDGET	STAFF
COUNTY CLERK		
REPORTING AND RECORDING	1,001,511	18.5
ELECTIONS	993,613	15.0
FILING FEES EQUIPMENT FUND	213,600	
SUBTOTAL	\$ 2,208,724	33.5
COUNTY TREASURER		
TREASURER	765,164	10.0
SUBTOTAL	\$ 765,164	10.0
COUNTY ASSESSOR		
ASSESSOR ADMINISTRATION	1,703,005	24.5
ASSESSOR IT	53,503	1.0
VALUATION FUND	1,152,277	17.0
SUBTOTAL	\$ 2,908,785	42.5
COUNTY SHERIFF (see Public Safety)		
COUNTY PROBATE JUDGE		
PROBATE JUDGE	50,523	1.0
SUBTOTAL	\$ 50,523	1.0
COUNTY SURVEYOR		
SURVEYOR	27,947	1.0
SUBTOTAL	\$ 27,947	1.0
TOTAL ELECTED OFFICIALS	\$ 5,961,143	88.0

SANTA FE COUNTY
FISCAL YEAR 2010 BUDGET
ELECTED OFFICES



ASSESSOR: The mission of the Assessor's office is to distribute the property tax burden approved by taxing authorities correctly and equitably to all taxable property, in that authority based on its value.

- Assessor**
- * Assess Value of Property
 - * Issue Valuation Notices to Property Owners
 - * Appear before Valuation Protest Board

ASSESSOR
 102 Grant Avenue
 Santa Fe, NM
 (505)986-6300

CLERK: The vision of the Clerk's office is to be the most productive elections and recording office with the best customer service and the best solutions for conducting elections and recording documents and accessing public records.

- Clerk**
- * Recording
 - * Deeds, Mortgages, Trusts, Liens, Judgements, etc.
 - * Marriage, Business & Liquor Licenses
 - * Bureau of Elections
 - * Voter Registration
 - * Conduct Elections
 - * Candidate Filings

CLERK
 102 Grant Avenue
 Santa Fe, NM
 (505)986-6280

Accomplishments:

- Assessor: Completed transition to the Computer Assisted Mass Appraisal (CAMA) system.
- Assessor: Increased number of staff members in order to appraise sold, transferred or new properties that are either not valued for assessment purposes or are under valued.
- Assessor: Implemented Affordable Housing Legislative requirement to process applications through the appraisal process.
- Clerk: Implemented a copier auditor system which allows for accurate billing thereby increasing revenue.
- Clerk: Improved efficiency and customer service by utilizing the in-place document imaging system.
- Clerk: Successfully administered eight elections including the '08 Presidential Election.
- Clerk: Trained and received certification of all Voting Machine Technicians.
- Clerk: Conducted a voter Outreach Program.

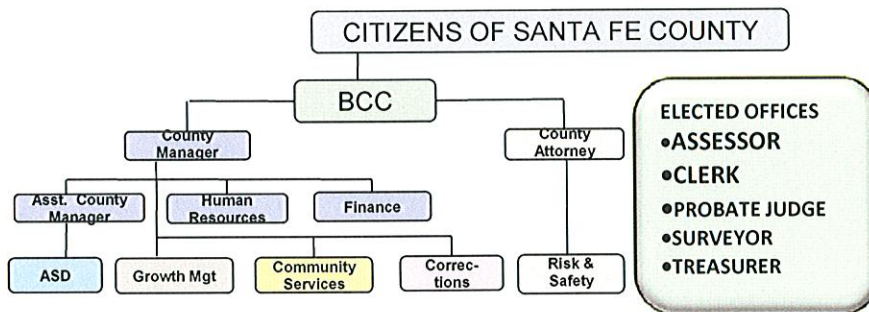
Long Term Goals & Objectives:

ASSESSOR:

1. Obtain positive evaluation from DFA's Property Tax Division and eliminate audit findings.
2. List all taxable properties at their correct and justified value.
3. Attain the Certificate of Excellence in Assessment Administration program.
4. Fine tune the CAMA system to eliminate the backlog of properties.
5. Develop and optimize web site and computer stations in the Office for use by the public.
6. Utilize Public Service Announcements to educate the public about their legal responsibilities and their property value.

CLERK:

1. Complete the transfer of microfilm records to CD.
2. Complete Plat CD Importation to Clerk's data system.
3. Fund and complete the records preservation project.
4. Upgrade storage for historically significant and irreplaceable records and documents currently located in a vault.
5. Increase voter confidence through poll worker training.
6. Implement the changes necessitated by reapportionment/redistricting which will begin after the 2010 Census is complete.
7. Complete scanning project of all voter registrations into the voter registration database.



SANTA FE COUNTY
FISCAL YEAR 2010 BUDGET
ORGANIZATION BUDGET OVERVIEW

ELECTED OFFICES - COUNTY ASSESSOR

FUND >	GENERAL		GENERAL		VALUATION	
DESCRIPTION	101-1101-413 ASSESSOR ADMINISTRATION		101-1102-413 ASSESSOR IT		203-1111-413 VALUATION FUND	
POSITIONS	filled	vac	filled	vac	filled	vac
COUNTY ASSESSOR	1					
CHIEF DEPUTY ASSESSOR	1					
DEPARTMENT ADMINISTRATOR	1					
QUALITY CONTROL SPECIALIST	1					
TITLE EXAMINER	1					
MANUFACTURED HSG AUDITOR		1				
GIS ANALYST	1					
APPRAISER	6					
FIELD AUDITOR	2				3	1
ASSESSMENT SUPERVISOR	1					
ASSESSMENT SPECIALIST LEAD	1					
ASSESSMENT SPECIALIST	3					
AUTOMATED DRAFTING TECH SENIOR	1					
AUTOMATED DRAFTING TECH I & II	3				3	2
ADMINISTRATIVE ASSISTANT		0.5				
IT SUPPORT SPECIALIST			1			
CHIEF APPRAISER					2	
APPRAISER SENIOR					6	
BUDGET						
SALARY AND WAGES						
FULL-TIME EMPLOYEES		959,920		41,665		678,527
OVERTIME		20,600				15,000
UNAPPLIED SALARY		43,609		30		13,491
TOTAL SALARY AND WAGES		1,024,129		41,695		707,018
TOTAL POSITIONS (FTE)	23	1.5	1		14	3
EMPLOYEE BENEFITS		386,560		11,808		314,564
BENEFIT % OF SALARIES		37.7%		28.3%		44.5%
TRAVEL		14,560				4,160
GAS & OIL		18,000				
MAINTENANCE		12,175				4,160
CONTRACTUAL SERVICES		100,000				20,000
SUPPLIES		20,200				9,125
OTHER OPERATING COSTS		107,471				32,050
CAPITAL - CAMA SYSTEM						
CAPITAL - OTHER		19,910				61,200
TOTAL COST CENTER		1,703,005		53,503		1,152,277

Salaries and wages are actual for filled positions and budget for vacancies.

SANTA FE COUNTY
FISCAL YEAR 2010 BUDGET
ORGANIZATION BUDGET OVERVIEW

ELECTED OFFICES - COUNTY CLERK

FUND >	GENERAL		FILING FEES	GENERAL	
	101-0901-416		218-0910-416	101-0902-417	
DESCRIPTION	RECORDING		FILING FEES FUND	ELECTIONS	
POSITIONS	filled	vac		filled	vac
COUNTY CLERK (ELECTED)	1		65,501		
CHIEF DEPUTY CLERK	1		44,133		
DEPARTMENT ADMINISTRATOR	1		59,859		
ADMINISTRATIVE ASSISTANT	1		41,284		
ACCOUNTING TECH SENIOR	1		38,980		
ELECTIONS ADMINISTRATIVE SPECIALIST	1		40,778		
RECORDS MANAGER	0.5		10,676		
RECORDING CLERK	10	1	307,630		
CLERICAL SPECIALIST	1		27,862		
CHIEF DEPUTY BUREAU OF ELECTIONS				1	
ELECTIONS ADMIN. SPECIALIST				3	1
ELECTION TECH ADMINISTRATOR				1	
VOTING SYSTEMS LEAD WORKER				1	
VOTER REGISTRATION CLERK				1.5	
VOTER INFORMATION SPECIALIST				3	
23 ELECTION CLERKS (FULL TIME EQUIVALENT)				0.3	3.2
BUDGET					
SALARY AND WAGES					
FULL-TIME EMPLOYEES			636,703		480,845
TEMPORARY EMPLOYEES					
OVERTIME			13,000		18,540
UNAPPLIED SALARY			7,195		3,743
TOTAL SALARY AND WAGES			656,898	0	503,128
TOTAL POSITIONS (FTE)	17.5	1.0		10.8	4.2
EMPLOYEE BENEFITS			273,942	0	196,688
BENEFIT % OF SALARIES			41.7%	N/A	39.1%
TRAVEL			9,911		11,312
GAS & OIL			1,000		5,000
MAINTENANCE			1,100	45,000	5,740
CONTRACTUAL SERVICES				54,500	15,270
ELECTION SUPPLIES (BALLOTS, ETC)					100,000
SUPPLIES			11,000	47,000	26,600
JUDGES / POLL CLERKS					70,000
OTHER OPERATING COSTS			47,660	40,600	59,875
CAPITAL - CONSTRUCTION					
CAPITAL - OTHER				26,500	
TOTAL COST CENTER			1,001,511	213,600	993,613

Salaries and wages are actual for filled positions and budget for vacancies.

SANTA FE COUNTY
FISCAL YEAR 2010 BUDGET
ORGANIZATION BUDGET OVERVIEW



SANTA FE COUNTY
FISCAL YEAR 2010 BUDGET
ELECTED OFFICES



PROBATE JUDGE: The mission of the Probate Judge is to handle probate cases with sensitivity and professionalism, and to perform all other prescribed functions of the office with professionalism.

- Probate Judge**
- * Probate Cases
 - * Perform Marriages

PROBATE JUDGE
 142 W. Palace Avenue, 1st
 Floor
 Santa Fe, NM
 (505)992-1636

SURVEYOR: The mission of the Surveyor's Office is to provide professional expertise to the public and the County leadership and staff relating to land surveying issues, questions, or clarifications as they may encounter.

- Surveyor**
- * Provide opinion on property boundaries
 - * Assist public with locating recorded and un-recorded surveys
 - * Survey land owned or to be acquired by the County
 - * Maintain Horizontal & Vertical Control Network
 - * Collaborate with GIS Division to improve accuracy and accessibility of the parcel database

SURVEYOR
 142 West Palace Avenue
 Santa Fe, NM
 (505)795-5184

TREASURER:

- Treasurer**
- * Invest County funds to maximize investment income
 - * Collect real and personal property taxes
 - * Distribute taxes to beneficiary entities
 - * Process payment of other fees and charges
 - * Sell Transfer Station Permits

TREASURER
 102 Grant Avenue
 Santa Fe, NM
 (505)986-6450

Accomplishments:

- Probate Judge: Opened 137 informal probate cases.
- Probate Judge: Sent out mass mailings to facilitate closing of old probate files.
- Treasurer: Sought and obtained passage of a Resolution allowing for tax payers to pay their property taxes in 10 installments.
- Treasurer: Remodeled the Tax Cashier's work area to add an ADA compliant counter for tax payers requiring special accessibility.
- Treasurer: Implemented an on-line payment system for tax payers to make credit card property tax payments.
- Treasurer: Filed approximately 2000 tax liens on mobile homes, and collected several hundred delinquent tax accounts.

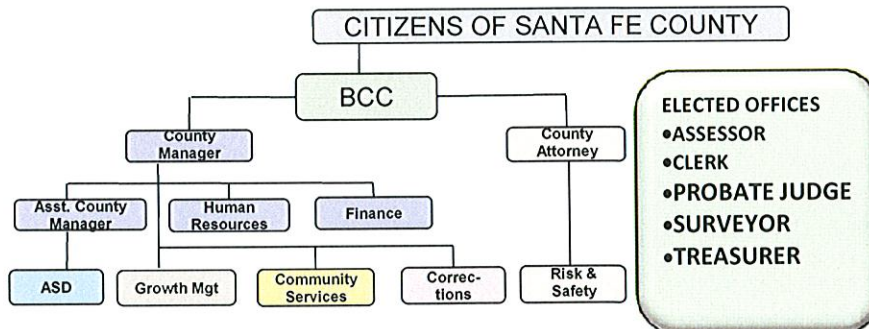
Long Term Goals & Objectives:

TREASURER:

1. Implement the 10 installment payment program approved by BCC Resolution.
2. Implement barcode/scanner system for tax coupons to ensure more accurate posting of payments.
3. Reduce the number of delinquent tax accounts through aggressive collection processes.
4. Implement a semi-annual delinquent tax noticing process.
5. Develop on-going investment policies and procedures.

PROBATE JUDGE:

1. Convert all files to digital format for easy access to records by the public and staff.



SANTA FE COUNTY
FISCAL YEAR 2010 BUDGET
ORGANIZATION BUDGET OVERVIEW

ELECTED OFFICES
PROBATE JUDGE
SURVEYOR
TREASURER

FUND >	GENERAL		GENERAL		GENERAL	
DESCRIPTION	101-1301-416 PROBATE JUDGE		101-1701-416 SURVEYOR		101-1001-418 TREASURER	
POSITIONS	filled	vac	filled	vac	filled	vac
PROBATE JUDGE (ELECTED)	1	28,820				
COUNTY SURVEYOR (ELECTED)			1	19,442		
COUNTY TREASURER (ELECTED)					1	65,501
CHIEF DEPUTY TREASURER					1	63,524
ADMINISTRATIVE ASSISTANT					1	42,761
TAX CASHIER I & II					2	60,112
ACCOUNTANT					1	48,214
BROKERAGE ACCOUNT TECHNICIAN					1	43,588
DELINQUENT TAX SPECIALIST					1	40,787
TAX CLERK					1	29,120
TAX ASSESSMENT SPECIALIST					1	31,720
BUDGET						
SALARY AND WAGES						
FULL-TIME EMPLOYEES		28,820		19,442		425,327
OVERTIME						14,269
TEMPORARY EMPLOYEES						6,703
UNAPPLIED SALARY						
TOTAL SALARY AND WAGES		28,820		19,442		446,299
TOTAL POSITIONS (FTE)	1.0		0.0		10	
EMPLOYEE BENEFITS		19,496		5,405		179,597
BENEFIT % OF SALARIES		67.6%		27.8%		40.2%
TRAVEL		812		1,100		9,429
GAS & OIL						3,250
MAINTENANCE						8,845
CONTRACTUAL SERVICES						4,400
SUPPLIES		630		1,500		10,057
PRINTING AND MAILING TAX NOTICES						50,000
OTHER OPERATING COSTS		765		500		48,487
CAPITAL - CONSTRUCTION						
CAPITAL - OTHER						4,800
TOTAL COST CENTER		50,523		27,947		765,164

Salaries and wages are actual for filled positions and budget for vacancies.