

Santa Fe County, New Mexico Fiscal Year 2013 Budget



TABLE OF CONTENTS

I. Document Introduction

Budget Message and Executive Summary	Page	I – 1
Principal Issues Confronting Santa Fe County	Page	I – 3
FY 2012 Accomplishments	Page	I – 5
FY 2013 Budget Priorities	Page	I – 8
Priority Changes from FY 2012	Page	I – 11
Fiscal Year 2013 Budget Highlights	Page	I – 12
General Fund	Page	I – 15
Special Revenue Funds	Page	I – 17
Capital Improvement Funds	Page	I – 23
Debt Service Funds	Page	I – 24
Enterprise Funds	Page	I – 25
Organizational Structure and Authorized Positions	Page	I – 26
Challenges Ahead	Page	I – 30
Comparisons with Original FY 2012 Budget and Interim FY 2013 Budget	Page	I – 32
Determination of Cash Balances	Page	I – 33
Fiscal Year 2013 Budget Recap – DFA Form	Page	I – 34
Fiscal Year 2013 Budget Recap	Page	I – 36
Interim Budget Resolution	Page	I – 37
Final Budget Resolution	Page	I – 38
Santa Fe County Submission of Final Budget to DFA Cover Letter	Page	I – 40
DFA Letter of Final Budget Approval	Page	I – 41

II. Introduction to Santa Fe County

Demographics	Page	II – 1
Economic Data	Page	II – 6

III. The Budgeting Process

Overview	Page	III – 1
Accounting Basis for Budgeting	Page	III – 1
Summary of Budgetary Financial Policies and Goals	Page	III – 1
A Balanced Budget	Page	III – 3
Basis for Determining Revenue	Page	III – 3
Capital Spending / Cash Carryover	Page	III – 4
Planning and Budget Development	Page	III – 4
Fiscal Year 2013 Budget – Short Term Priorities	Page	III – 6
Baseline and Building Blocks	Page	III – 7
Long Range Planning	Page	III – 8
Capital Spending	Page	III – 9
Fiscal Year 2013 – Budget Differences from Prior Year	Page	III – 11
Budget Management	Page	III – 12
The Annual Budget Calendar	Page	III – 13
Budget and Financial Policy	Page	III – 14
Budget Responsibilities	Page	III – 23
Investment Policy	Page	III – 24

IV. Fund Level Summaries

Fund Type Descriptions	Page	IV – 1
Revenue		
Property Taxes	Page	IV – 2
Property Tax Valuation (Administrative) Fee	Page	IV – 4
Franchise Tax	Page	IV – 4
Gross Receipts Taxes	Page	IV – 5

Santa Fe County, New Mexico Fiscal Year 2013 Budget



TABLE OF CONTENTS

IV. Fund Level Summaries (continued)

Lodger's Taxes	Page	IV-12
State Shared Taxes	Page	IV-13
Licenses and Permits	Page	IV-15
Fees and Charges for Services	Page	IV-16
Investment Income	Page	IV-21
Housing Programs	Page	IV-22
Bond Proceeds and Expense	Page	IV-23
Intergovernmental Funding and Grants	Page	IV-25
Joint Power Agreements	Page	IV-26
Derivation of a Fund's Cash Position	Page	IV-27
Budgeted Cash	Page	IV-28
All Funds – Actual Expenses on a Cash Basis	Page	IV-29
Consolidated Sources/Uses - Cash Basis	Page	IV-30
Total Budget by Fund Type	Page	IV-32
General Fund	Page	IV-35
Special Revenue Funds	Page	IV-38
Capital Improvement Funds	Page	IV-40
Debt Service Funds	Page	IV-42
Enterprise Funds	Page	IV-44
Fund Sources and Uses – Each Fund*	Page	IV-46
Table of All Funds and Composite Budget	Page	IV-81
Fiscal Year 2013 Fund Transfers	Page	IV-88

*See Section IV Index for an index of individual funds

V. Debt Obligations Analysis

Use of Debt Financing and Debt Summary	Page	V - 1
Revenue Bonds – Issuing Authority & Use of Proceeds	Page	V - 1
Loan/Grant Agreements	Page	V - 2
Revenue Bonds – Bonding Capacity	Page	V - 3
General Obligation Bonds – Issuing Authority & Use of Proceeds	Page	V - 5
Bonding Capacity for General Obligation Revenues	Page	V - 6
Existing Debt Levels	Page	V - 6
Debt and Debt Service per Capita	Page	V - 7
Individual Debt Schedules	Page	V - 8
Fiscal Year 2013 Debt Schedule	Page	V - 16
Fiscal Year 2014 Debt Schedule	Page	V - 18
Total Annual Debt Service Payments Graph	Page	V - 20

VI. Capital Improvements

Capital Needs and Financing Plans	Page	VI - 1
Increases/Decreases in Capital Improvement Projects	Page	VI - 1
District 1		
Facilities	Page	VI - 4
Roads	Page	VI - 10
Parks / Open Space & Trails	Page	VI - 12
District 2		
Facilities	Page	VI - 18
Parks / Open Space & Trails	Page	VI - 20
Utilities	Page	VI - 28
Roads	Page	VI - 29

Santa Fe County, New Mexico

Fiscal Year 2013 Budget



VI. Capital Improvements (continued)

District 3		
Parks / Open Space & Trails (Regional located in Dist. 3)	Page	VI – 34
Facilities	Page	VI – 36
Roads	Page	VI – 48
Utilities	Page	VI – 50
Parks / Open Space & Trails (District specific)	Page	VI – 53
District 4		
Roads	Page	VI – 54
Parks / Open Space & Trails	Page	VI – 55
Utilities	Page	VI – 60
District 5		
Facilities	Page	VI – 63
Roads	Page	VI – 69
Utilities	Page	VI – 72
Parks / Open Space & Trails	Page	VI – 76
Non District Specific Projects		
Facilities	Page	VI – 81
Roads	Page	VI – 91
Asset Renewal and Replacement Schedule	Page	VI – 92

VII. Organization Budgets

Department Budgets - Summary	Page	VII – 1
Countywide Organizational Chart	Page	VII – 2
History of Staffing Changes and Structural Changes (changes in FTEs)	Page	VII – 4
Priorities and Key Areas of Focus with Symbol Key	Page	VII – 7
County Departments / Organizations / Elected Offices		
County Management	Page	VII – 8
Functions, Accomplishments, Goals	Page	VII – 10
Budgets by Cost Center	Page	VII – 24
Administrative Services Department	Page	VII – 26
Functions, Accomplishments, Goals	Page	VII – 28
Budgets by Cost Center	Page	VII – 36
Community Services Department	Page	VII – 38
Functions, Accomplishments, Goals	Page	VII – 40
Budgets by Cost Center	Page	VII – 52
Growth Management Department	Page	VII – 64
Functions, Accomplishments, Goals	Page	VII – 66
Budgets by Cost Center	Page	VII – 76
Public Works Department	Page	VII – 80
Roads, Facilities, Open Space & Project Development		
Functions, Accomplishments, Goals	Page	VII – 82
Budgets by Cost Center	Page	VII – 103
Utilities		
Functions, Accomplishments, Goals	Page	VII – 110
Budgets by Cost Center	Page	VII – 114
Public Safety Department w/ Sheriff's Office (Elected)	Page	VII – 116
Fire Services		
Functions, Goals, Accomplishments	Page	VII – 118
Budgets by Cost Center	Page	VII – 122
Corrections Services		
Functions, Goals, Accomplishments	Page	VII – 125
Budgets by Cost Center	Page	VII – 132
Regional Emergency Communications Center		
Functions, Goals, Accomplishments	Page	VII – 135
Budgets by Cost Center	Page	VII – 137
Total Public Safety Budget Excluding Sheriff's Office	Page	VII - 138

Santa Fe County, New Mexico

Fiscal Year 2013 Budget



VII. Organization Budgets (continued)

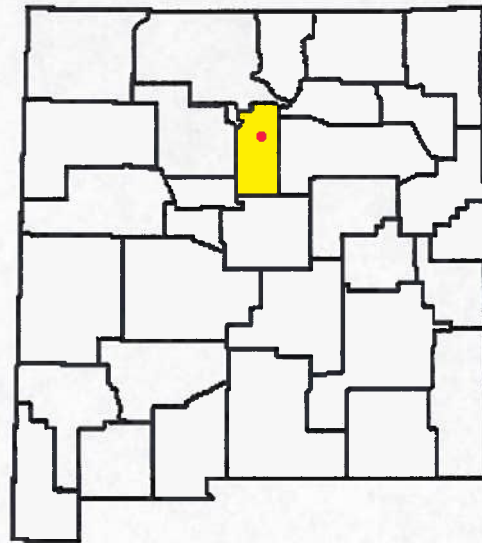
Sheriff's Office		
Functions, Goals, Accomplishments	Page	VII – 139
Budgets by Cost Center	Page	VII – 146
Total Public Safety Department w/ Sheriff's Office	Page	VII – 148
Other Elected Offices		
Organization and Summary	Page	VII – 150
Assessor's Office	Page	VII – 152
Clerk's Office	Page	VII – 152
Probate Judge	Page	VII – 153
Surveyor	Page	VII – 154
Treasurer's Office	Page	VII – 154
Elected Offices Budgets by Cost Center	Page	VII – 156
Non-Departmental Budgets	Page	VII – 159

VIII. Supplemental Schedules and Summaries

Santa Fe County Map with Commission Districts	Page	VIII – 1
Board of County Commissioners	Page	VIII – 2
Regularly Scheduled Monthly Meetings	Page	VIII – 5
County Offices and Departments	Page	VIII – 6
Property Tax Rate Setting	Page	VIII – 7
Property Tax Yield Control Calculation	Page	VIII – 8
Property Tax History – Valuation, Billing, and Collection	Page	VIII – 10
Property Tax Valuation – Tax Year 2012	Page	VIII – 11
Santa Fe County Successes During FY 2012	Page	VIII – 14
Acronyms used in the Budget and County	Page	VIII – 19
Glossary	Page	VIII – 20
Budget Authors	Page	VIII – 29

Santa Fe County, New Mexico

Fiscal Year 2013 Budget



Santa Fe (Spanish, "Holy Faith"; full form: La Villa Real de la Santa Fé de San Francisco de Asís, English: Royal City of the Holy Faith of St. Francis of Assisi) is the largest city and the county seat of Santa Fe County. The City of Santa Fe had a population of 67,947 at the 2010 census. It is the principal city of the Santa Fe, New Mexico Metropolitan Statistical Area which encompasses all of Santa Fe County. The elevation of Santa Fe is nearly 7,000 feet (2,100 meters) above sea level compared with approximately 5,352 ft (1,600 m) for nearby Albuquerque.