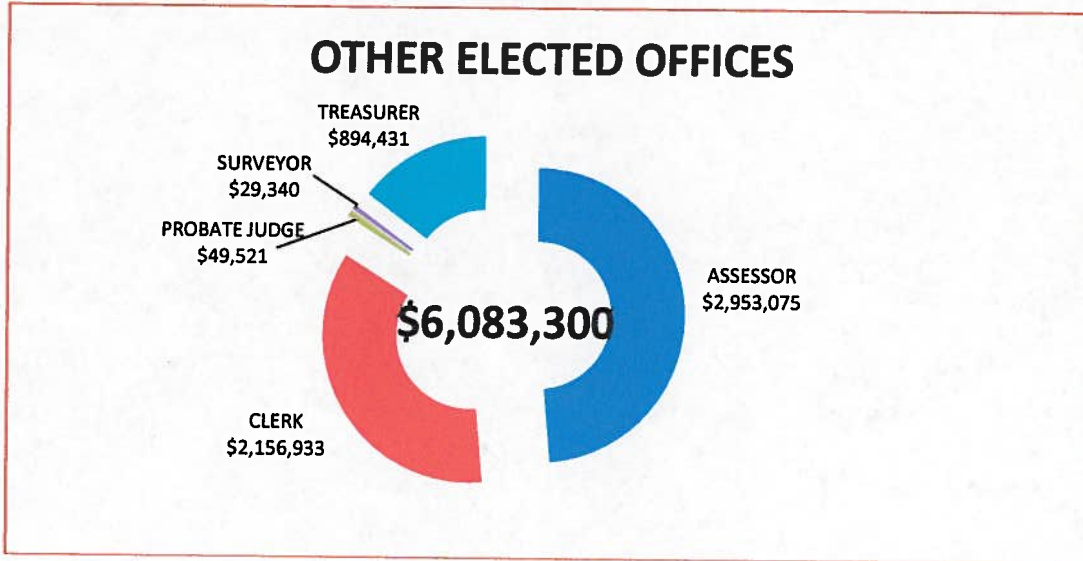




SECTION VII
ORGANIZATION BUDGETS
OTHER ELECTED OFFICES



OTHER ELECTED OFFICES	FY 2011 BUDGET	FUNDED POSITIONS	FROZEN POSITIONS
ASSESSOR'S OFFICE			
ASSESSOR'S ADMIN	1,756,647	24.5	
ASSESSOR'S/TREASURER'S IT SPECIALIST	53,656	1	
PROPERTY VALUATION FUND	1,142,772	17.0	
SUBTOTAL	2,953,075	42.5	0.0
CLERK'S OFFICE			
RECORDING AND REPORTING	968,240	18.5	
BUREAU OF ELECTIONS	975,093	15.0	
RECORDING FEE FUND	213,600		
SUBTOTAL	2,156,933	33.5	0.0
PROBATE JUDGE			
PROBATE JUDGE'S ADMIN	49,521	1.0	
SUBTOTAL	49,521	1.0	0.0
SURVEYOR			
SURVEYOR'S ADMIN	29,340	1.0	
SUBTOTAL	29,340	1.0	0.0
TREASURER			
TREASURER'S ADMIN	894,431	12.5	
SUBTOTAL	894,431	12.5	0.0
TOTAL OTHER ELECTED OFFICES	6,083,300	90.5	0.0

SANTA FE COUNTY
FISCAL YEAR 2011 BUDGET



SECTION VII
ORGANIZATION BUDGETS
OTHER ELECTED OFFICES

Assessor's Office

102 Grant Avenue
Santa Fe, NM 87501
(505)986-6300

The goal of the Assessor's Office is to distribute the property tax burden, as approved by taxing authorities, correctly and equitably to all taxable property based on its value. The Assessor's Office is responsible for the valuation of property throughout the County for purposes of property taxation. The Assessor's Office accepts reports from property owners, lists and identifies property locations and collects, analyzes and interprets market and cost trends. The Assessor's Office values property in conformance with professional standards of the International Association of Assessing Officers and the laws of the State of New Mexico, and reports on property values to the property owners through the Notice of Value which is distributed annually in April.

Clerk's Office

102 Grant Avenue
Santa Fe, NM 87501
(505)986-6280

The Clerk's Office strives to be the most productive elections and recording office with the best customer service and the best solutions for conducting elections, recording documents and accessing public records. The Recording Division is responsible for maintaining a perpetual, comprehensive set of public records consisting of all documents appropriately presented for recording. It does so in a manner as to ensure that any member of the public can readily access the information to conduct their personal and business activities with the assurance that their transactions were executed in accordance with the law and, where appropriate, their privacy has been protected. The Bureau of Elections Division is responsible for providing accurate voter registration files and election canvasses, while conducting elections to ensure that each voter has an opportunity to participate equally in a non-partisan, respectful and professional environment.

Probate Judge

142 West Palace Avenue, 1st Floor
Santa Fe, NM 87501
(505)992-1636

The Probate Judge is responsible for adjudicating probate cases. The nature of this type of case dictates that the process is conducted in a professional and sensitive manner. The Probate Judge is also authorized to perform marriages.



SANTA FE COUNTY
FISCAL YEAR 2011 BUDGET



SECTION VII
ORGANIZATION BUDGETS
OTHER ELECTED OFFICES

Surveyor

102 Grant Avenue
Santa Fe, NM 87501
(505)795-5184

The Surveyor provides expertise to the public as well as county leadership and staff relating to land surveying issues, questions, or clarifications they may encounter. The Surveyor also assists the general public with locating recorded and un-recorded property surveys, performs historical research, answers general survey questions, and interprets and understands legal descriptions. Santa Fe County is the only county in New Mexico that still retains an elected office of County Surveyor.



Treasurer

102 Gant Avenue
Santa Fe, NM 87501
(505)986-6450

The Treasurer is the property tax collector and investment officer for Santa Fe County. The Treasurer's Office distributes approximately 60,000 tax bills annually. In addition, the Treasurer's Office distributes 24,000 informational tax bills annually to notify taxpayers who escrow their property taxes. The Treasurer's Office also serves as the "County's Banker" and is responsible for collecting and depositing monies from property tax collections and from all operations of County departments. As the investment officer for the County the Treasurer invests the County's cash reserves as permitted by the County's Investment Policy.

Taxes collected by the Treasurer are distributed to the statutory beneficiaries of the County which include Santa Fe Public Schools, Pojoaque Public Schools, Espanola Public Schools, Moriarty Public Schools, Santa Fe Community College, Edgewood Soil and Water District, and the Eldorado Water and Sanitation District. Approximately 40% of all taxes collected go to the above mentioned beneficiaries and the County receives about 40% of the taxes collected. The Treasurer also collects and distributes taxes for the County's Debt Service, the State's Debt Service, the Rancho Viejo Special District, and the Children's Trust. These beneficiaries receive the balance of the taxes collected or approximately 20%.

SANTA FE COUNTY
FISCAL YEAR 2011 BUDGET



SECTION VII
ORGANIZATION BUDGETS
OTHER ELECTED OFFICES – BUDGETS BY COST CENTER(S)

FUND TYPE	GENERAL			SPECIAL REVENUE			GENERAL		
	101-1101-413			203-1111-413			101-1102-413		
ASSESSOR'S OFFICE	ADMINISTRATION			PROPERTY VALUATION FUND			ASSESSOR/TREASURER IT		
POSITIONS	FILLED	NOT FILLED		FILLED	NOT FILLED		FILLED	NOT FILLED	
ASSESSOR	1		69,001						
CHIEF DEPUTY ASSESSOR	1		90,268						
DEPARTMENT ADMINISTRATOR	1		45,760						
TITLE EXAMINER	1		36,117						
ADMINISTRATIVE ASSISTANT		0.5							
ASSESSMENT SPECIALIST	3		79,441						
ASSESSMENT SPEC. LEAD	1		32,321						
AUTOMATED DRAFTING TECH SR	1		47,215						
AUTOMATED DRAFTING TECH	3		109,510						
ASSESSMENT SUPERVISOR	1		48,720						
G.I.S. ANALYST	1		63,674						
QUALITY CONTROL SPECIALIST	1		44,027						
MANUFACTURED HSG AUDITOR	1		49,363						
APPRAISER SENIOR		1		6		297,122			
APPRAISER	5		17,135	5		170,228			
FIELD AUDITOR	2		54,538	3		82,543			
CHIEF APPRAISER				2	1	113,639			
IT SUPPORT SPECIALIST							1		41,665
TOTAL POSITIONS	23	1.5	787,090	16	1	663,532	1	0	41,665
BUDGET									
SALARY AND WAGES			787,090			663,532			
OVERTIME			20,600			15,000			
INCENTIVES			6,926			4,493			
UNAPPLIED SALARY			187,430			49,500			
TOTAL SALARY & WAGES			1,002,046			717,525			41,695
EMPLOYEE BENEFITS			381,047			291,883			11,961
TRAVEL						4,200			
VEHICLE EXPENSES			21,550			4,160			
MAINTENANCE			5,300						
CONTRACTUAL SERVICES			177,250			65,000			
SUPPLIES			18,020			6,104			
OTHER OPERATING COSTS			129,434			28,900			
CAPITAL EXPENSES			22,000			25,000			
COST CENTER TOTAL			1,756,647			1,142,772			53,656

SANTA FE COUNTY
FISCAL YEAR 2011 BUDGET



SECTION VII
ORGANIZATION BUDGETS

OTHER ELECTED OFFICES – BUDGETS BY COST CENTER(S)

FUND TYPE	GENERAL 101-0901-416			GENERAL 101-0902-417			SPECIAL REVENUE 218-0910-416		
	REPORTING AND RECORDING			BUREAU OF ELECTIONS			RECORDING FEE FUND		
CLERK'S OFFICE	FILLED	NOT FILLED		FILLED	NOT FILLED		FILLED	NOT FILLED	
POSITIONS									
CLERK	1		65,501						
ADMINISTRATIVE ASSISTANT	2		74,564						
ACCOUNTING TECH. SENIOR	1		38,980						
RECORDING CLERK	10	1	276,868						
RECORDS MANAGER	0.5		21,352						
DEPARTMENT ADMINISTRATOR	1		59,859						
CLERICAL SPECIALIST	1		27,862						
CHIEF DEPUTY CLERK	1		44,133	1		55,884			
ELECTION ADMIN. SPECIALIST				4		134,165			
VOTING SYSTEMS LEAD WRKR				1		40,993			
VOTING REGISTRATION CLERK				1.5		34,944			
ELECTION TECH. ADMIN.				1		50,496			
VOTER INFORMATION SPEC.				3		89,838			
ELECTION CLERK					3.5				
TOTAL POSITIONS	17.5	1.0	609,119	11.5	3.5	406,320	0	0	0
BUDGET									
SALARY AND WAGES			609,119			406,320			
OVERTIME			13,000			18,540			
POLL WORKER WAGES						7,000			
UNAPPLIED SALARY			34,779			96,808			
TOTAL SALARY & WAGES			656,898			510,128			
EMPLOYEE BENEFITS			262,382			200,034			
TRAVEL						1,761			
VEHICLE EXPENSES						6,830			
MAINTENANCE			100			3,850			45,000
CONTRACTUAL SERVICES						15,270			54,500
SUPPLIES			9,400			119,945			47,000
OTHER OPERATING COSTS			39,460			117,275			40,600
CAPITAL EXPENSES									26,500
COST CENTER TOTAL			968,240			975,093			213,600

SANTA FE COUNTY
FISCAL YEAR 2011 BUDGET



SECTION VII
ORGANIZATION BUDGETS
OTHER ELECTED OFFICES – BUDGETS BY COST CENTER(S)

FUND TYPE	GENERAL			GENERAL			GENERAL		
	101-1301-416			101-1701-414			101-1001-418		
OTHER ELECTED OFFICES	PROBATE JUDGE			SURVEYOR			TREASURER		
POSITIONS	FILLED	NOT FILLED		FILLED	NOT FILLED		FILLED	NOT FILLED	
PROBATE JUDGE	1		28,820						
SURVEYOR				1		22,358			
TREASURER							1		65,501
CHIEF DEPUTY TREASURER							1		63,524
ADMINISTRATIVE ASSISTANT							1		42,761
ACCOUNTANT							1		48,214
TAX CASHIER II							2		70,406
TAX CASHIER I							1		24,960
TAX ASSESSMENT SPEC.							1		31,720
GENERAL LEDGER ACCT.								0.5	
TAX CLERK							1		29,120
BROKERAGE ACCT. TECH. SUPER							1		46,800
DELINQUENT TAX SPEC.							2		73,984
TOTAL POSITIONS	1.0	0.0	28,820	1.0	0	22,358	12	0.5	496,990
BUDGET									
SALARY AND WAGES			28,820			22,358			496,990
UNAPPLIED SALARY			-			-			29,202
TOTAL SALARY & WAGES			28,820			22,358			526,192
EMPLOYEE BENEFITS			19,706			6,332			221,341
TRAVEL									
VEHICLE EXPENSES									2,800
MAINTENANCE									7,560
CONTRACTUAL SERVICES									20,400
SUPPLIES			630			650			10,843
OTHER OPERATING COSTS			365						105,295
CAPITAL EXPENSES									
COST CENTER TOTAL			49,521			29,340			894,431