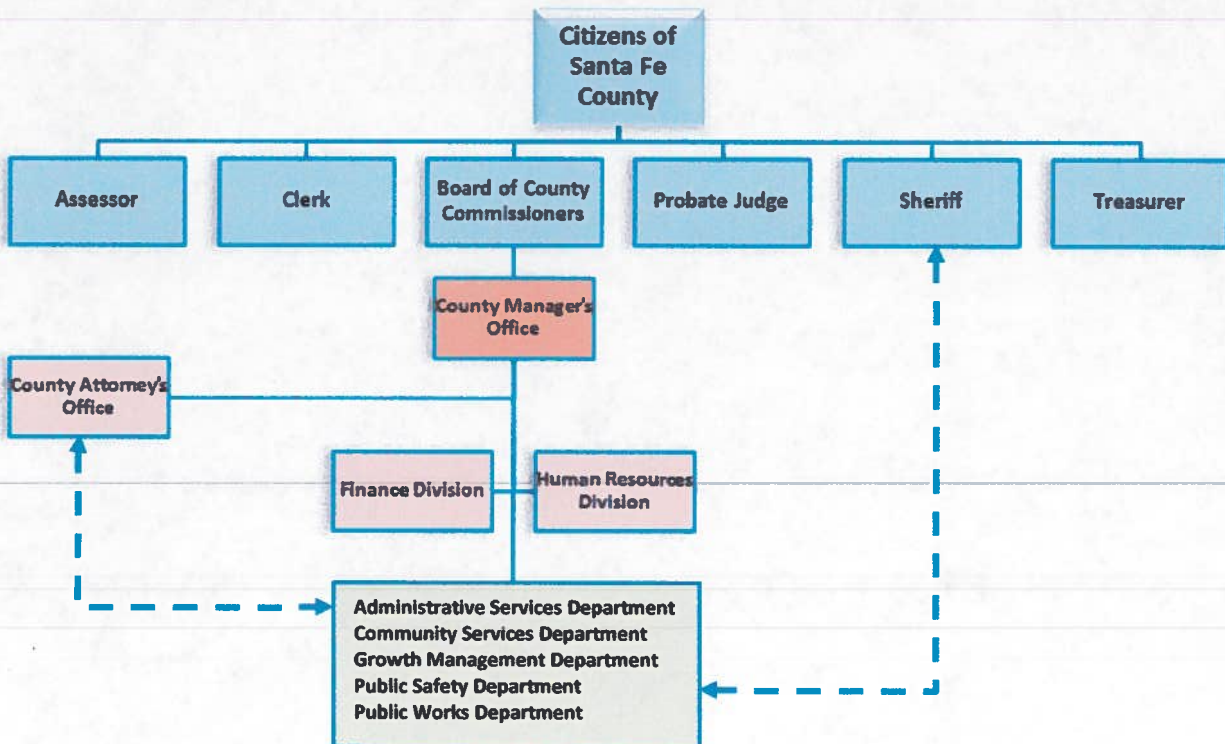


Santa Fe County Fiscal Year 2014 Budget



Organization Budgets OTHER ELECTED OFFICES

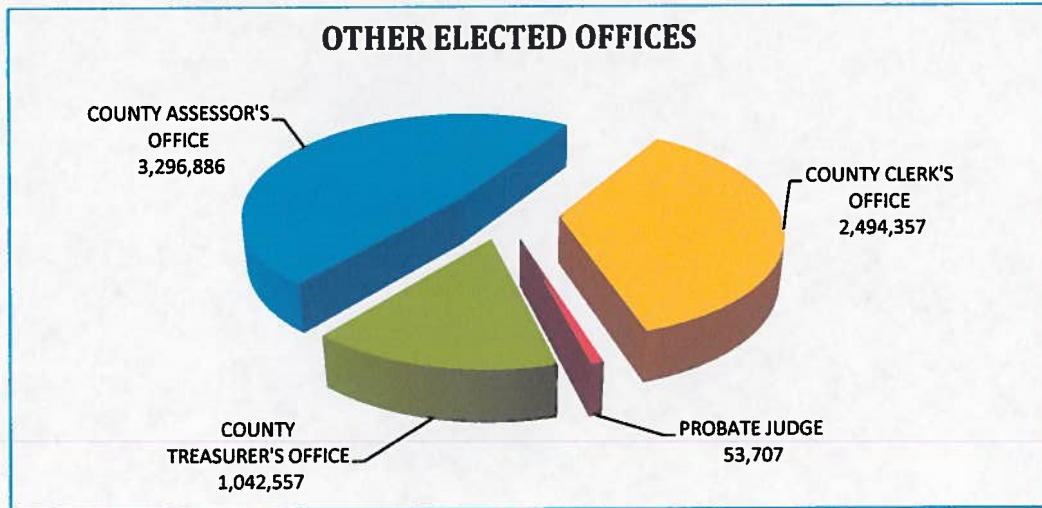
OTHER ELECTED OFFICES	GENERAL FUND	SPECIAL REVENUES	CAPITAL IMPROVE.	DEBT SERVICE	ENTERPRISE FUNDS	FY 2014 TOTAL
COUNTY ASSESSOR'S OFFICE	2,008,383	1,288,503				3,296,886
COUNTY CLERK'S OFFICE	2,215,097	279,260				2,494,357
PROBATE JUDGE	53,707					53,707
COUNTY TREASURER'S OFFICE	1,042,557					1,042,557
TOTAL	5,319,744	1,567,763	-	-	-	6,887,507



Santa Fe County Fiscal Year 2014 Budget



Organization Budgets OTHER ELECTED OFFICES



OTHER ELECTED OFFICES	FY 2014 BUDGET	AUTHORIZED POSITIONS
COUNTY ASSESSOR'S OFFICE		
ASSESSOR'S OFFICE	2,008,383	30.5
PROPERTY VALUATION FUND	1,288,503	14.0
SUBTOTAL	3,296,886	44.5
COUNTY CLERK'S OFFICE		
RECORDING & REPORTING	1,133,652	20.50
BUREAU OF ELECTIONS	1,081,445	15.01
RECORDING FEES FUND	279,260	
SUBTOTAL	2,494,357	35.5
PROBATE JUDGE		
PROBATE JUDGE	53,707	1.0
SUBTOTAL	53,707	1.0
COUNTY TREASURER'S OFFICE		
TREASURER'S OFFICE	1,042,557	13.0
SUBTOTAL	1,042,557	13.0
TOTAL	6,887,507	94.0

Santa Fe County Fiscal Year 2014 Budget



Organization Budgets OTHER ELECTED OFFICES

Resolution 2011-24 which requires that all County Departments transition to a results-accountable/performance and priority based form of budgeting does not impose that requirement on elected offices at Santa Fe County. For the fiscal years 2013 and 2014 budget, elected offices were given the option to participate in the results-accountable/performance and priority based methodology or continue to use the base-line method. The only elected office which chose to participate in the results-accountable/performance and priority based budget process was the Sheriff's Office. Because the other elected offices chose not to participate in the new process, information (if provided) utilizes a narrative format.

ASSESSOR'S OFFICE

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. The Assessor must also certify values to the State of New Mexico by June 15 of each year. Once values are certified by the County Assessor, the State of New Mexico uses that information to establish tax rates for the various taxing authorities.



Domingo P. Martinez
Santa Fe County Assessor

In addition, State statute requires the County Assessor to conduct a full re-appraisal of property countywide. This is an enormous undertaking and was initiated in FY 2012 with completion of the re-appraisal at the end of FY 2013. The re-appraisal information will be the basis for the notices of valuation which will be distributed in April of 2014 and will be used to create the tax year 2014 tax bills which will be distributed in November of 2014.

CLERK'S OFFICE



Geraldine Salazar
Santa Fe County Clerk

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 Office 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.

Santa Fe County Fiscal Year 2014 Budget



Organization Budgets OTHER ELECTED OFFICES

CLERK'S OFFICE (cont'd)

The Bureau of Elections (BoE) 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. As part of this process the BoE obtains polling places which are accessible to mobility impaired voters and have adequate parking, conducts early and absentee voting activities, maintains voting machines and other equipment, drafts and notices election related materials for the newspapers, trains and recruits precinct boards and poll workers, and reports to the Board of County Commissioners when acting as the Election Canvassing Board.

Clerk's Office Accomplishments in FY 2013

- Completed implementation of E-Recording service which has improved customer satisfaction, and saved funds through a reduction in postage expenses.
- Expanded the Clerk's WebXtender subscriptions which allow customers to research recorded documents via the Internet.
- Digitized 123 microfiche books, 52 hard copy books and 231 CD books.
- Obtained and inspected 88 polling places.
- Processed 150 absentee ballots/early voters for school election, 6,800 absentee ballots and 36,000 early voters for the 2012 general election.
- Supervised election proclamation for publication for school election and election proclamation for general election was written and translated into Spanish, published and posted on website.
- Conducted hand-tally of ballots post-election.
- Trained 200 polling agents.
- Registered 4,000 additional voters.
- Changed 150,000 records due to re-districting and mailed 60,000 voter cards due to legislative reappointment and re-districting.

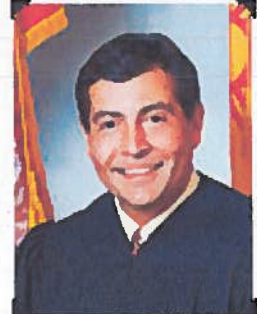
PROBATE JUDGE

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.

TREASURER'S OFFICE

The Santa Fe County Treasurer's Office is responsible for the tax collection of real and personal property taxes (including mobile homes) in all of Santa Fe County. The responsibility includes the preparation of the annual tax bill that must be mailed by statutory requirement to the taxpayer on November 1 of every year. The Treasurer's Office also sends out delinquent tax notices semi-annually to all delinquent taxpayers; and develops policies and procedures using state statutes, county resolution and regulations, and good accounting practices to administer the daily operation of the Treasurer's Office.

*Mark A. Basham
Santa Fe County Probate Judge*



Santa Fe County Fiscal Year 2014 Budget



Organization Budgets OTHER ELECTED OFFICES

TREASURER'S OFFICE (cont'd)



Patrick Varela
Santa Fe County Treasurer

Other important functions of the Treasurer's Office include making monthly distributions of property taxes to all Santa Fe County beneficiaries, serving as the County's Bank depositing and accounting for all funds received by Santa Fe County within 24 hours, overseeing the County's investment strategy to ensure that excess county funds are invested in safe, liquid, and diversified fixed income bonds, Treasury Bills, and certificates of deposit while obtaining the best rate of return available, collecting delinquent property taxes, and processing business and liquor licenses for all business owners in Santa Fe County.

Treasurer's Office Accomplishments in FY 2013

- Collected approximately \$4.5 million in delinquent property taxes through an aggressive collection program.
- Grew the property tax payment installment plan to more than 800 accounts and successfully administered the program.
- Collected on 150 mobile home accounts due to a "red-tagging" effort resulting in the collection of \$45,000.
- Processed approximately 5,000 business licenses.

Treasurer's Office Objectives and Goals

- Maximize investment income to Santa Fe County using the investment policy, reviewing and analyzing the financial strength of local banks, requiring higher yields from financial institutions and brokers.
- Reduce the number of delinquent accounts through continued aggressive collections efforts.
- Complete "red-tagging" of mobile homes to collect all taxes due.
- Implement a policy and practice of sending out delinquent tax notices semi-annually to maximize collection of delinquent payments.
- Maximize training opportunities for Treasurer's Office staff to improve customer service and support career development.



Santa Fe County Fiscal Year 2014 Budget



Organization Budgets OTHER ELECTED OFFICES BUDGETS BY COST CENTER

FUND TYPE	GENERAL			SPECIAL REV.			ALL FUND TYPES		
COUNTY ASSESSOR'S OFFICE	101-1101-413 ADMINISTRATION			203-1111-413 PROPERTY VALUATION			TOTAL COUNTY ASSESSOR'S OFFICE		
POSITIONS	FILLED	NOT FILLED	TOTAL BUDGET FOR POSITION(S)	FILLED	NOT FILLED	TOTAL BUDGET FOR POSITION(S)	FILLED	NOT FILLED	TOTAL BUDGET FOR POSITION(S)
TOTAL POSITIONS	28.5	2.0	1,360,986	13.0	1.0	562,026	41.5	3.0	1,923,012
BUDGET									
TOTAL SALARY & WAGES			1,360,986			562,026			1,923,012
EMPLOYEE BENEFITS			562,349			236,853			799,202
TRAVEL						40,700			40,700
VEHICLE EXPENSES						42,200			42,200
MAINTENANCE						5,700			5,700
PROFESSIONAL SERVICES			60,100			185,500			245,600
SUPPLIES						31,200			31,200
OTHER OPERATING EXPENSES			24,948			159,324			184,272
SUBSIDIES & PASS-THROUGH									
OTHER ELECTION EXPENSES									
INSURANCE EXPENSES						25,000			25,000
CAPITAL EXPENSES									0
COST CENTER TOTAL			2,008,383			1,288,503			3,296,886

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Helpful Tips

for Property Owners



**A GUIDE TO
UNDERSTANDING
YOUR PROPERTY
ASSESSMENT.**

Santa Fe County Fiscal Year 2014 Budget



Organization Budgets OTHER ELECTED OFFICES BUDGETS BY COST CENTER

FUND TYPE	GENERAL			GENERAL			SPECIAL REV			ALL FUND TYPES		
COUNTY CLERK'S OFFICE	101-0901-416 RECORDING & REPORTING			101-0902-417 BUREAU OF ELECTIONS			218-0910-416 RECORDING FEES FUND			TOTAL COUNTY CLERK'S OFFICE		
POSITIONS	FILED	NOT FILED	TOTAL BUDGET FOR POSITION(S)	FILED	NOT FILED	TOTAL BUDGET FOR POSITION(S)	FILED	NOT FILED	TOTAL BUDGET FOR POSITION(S)	FILED	NOT FILED	TOTAL BUDGET FOR POSITION(S)
TOTAL POSITIONS	18.5	2.0	759,846	11.5	3.5	579,537	0.0	0.0	-	30.0	5.5	1,339,383
BUDGET												
TOTAL SALARY & WAGES			759,846			579,537						1,339,383
EMPLOYEE BENEFITS			311,292			247,184						558,476
TRAVEL						15,800			18,000			33,800
VEHICLE EXPENSES						7,000						7,000
MAINTENANCE			99			3,100			45,000			48,199
PROFESSIONAL SERVICES						14,900			50,000			64,900
SUPPLIES			5,599			81,500			30,000			117,099
OTHER OPERATING EXPENSES			55,331			56,887			44,100			156,318
SUBSIDIES & PASS-THROUGH												
OTHER ELECTION EXPENSES						74,487						74,487
INSURANCE EXPENSES			1485			1,050						2,535
CAPITAL EXPENSES									92,160			92,160
COST CENTER TOTAL			1,133,652			1,081,445			279,260			2,494,357



Santa Fe County Fiscal Year 2014 Budget



Organization Budgets OTHER ELECTED OFFICES BUDGETS BY COST CENTER

FUND TYPE	GENERAL			GENERAL			ALL FUND TYPES		
	101-1301-416 PROBATE JUDGE			101-1001-418 TREASURER			TOTAL ELECTED OFFICES (EXCL. BCC AND SHERIFF)		
THE JUDGE, SURVEYOR AND COUNTY TREASURER	FILLED	NOT FILLED	TOTAL BUDGET FOR POSITION(S)	FILLED	NOT FILLED	TOTAL BUDGET FOR POSITION(S)	FILLED	NOT FILLED	TOTAL BUDGET FOR POSITION(S)
POSITIONS									
TOTAL POSITIONS	1.0	0.0	28,820	12.0	1.0	557,680	84.5	9.5	3,848,895
BUDGET									
TOTAL SALARY & WAGES			28,820			557,680			3,848,895
EMPLOYEE BENEFITS			22,273			260,922			1,640,873
TRAVEL			1,020			9,200			84,720
VEHICLE EXPENSES						1,350			50,550
MAINTENANCE						4,100			57,999
PROFESSIONAL SERVICES						52,500			363,000
SUPPLIES			624			19,565			168,488
OTHER OPERATING EXPENSES			970			137,240			478,800
SUBSIDIES & PASS-THROUGH									0
OTHER ELECTION EXPENSES									74,487
INSURANCE EXPENSES									27,535
CAPITAL EXPENSES									92,160
COST CENTER TOTAL			53,707			1,042,557			6,887,507

