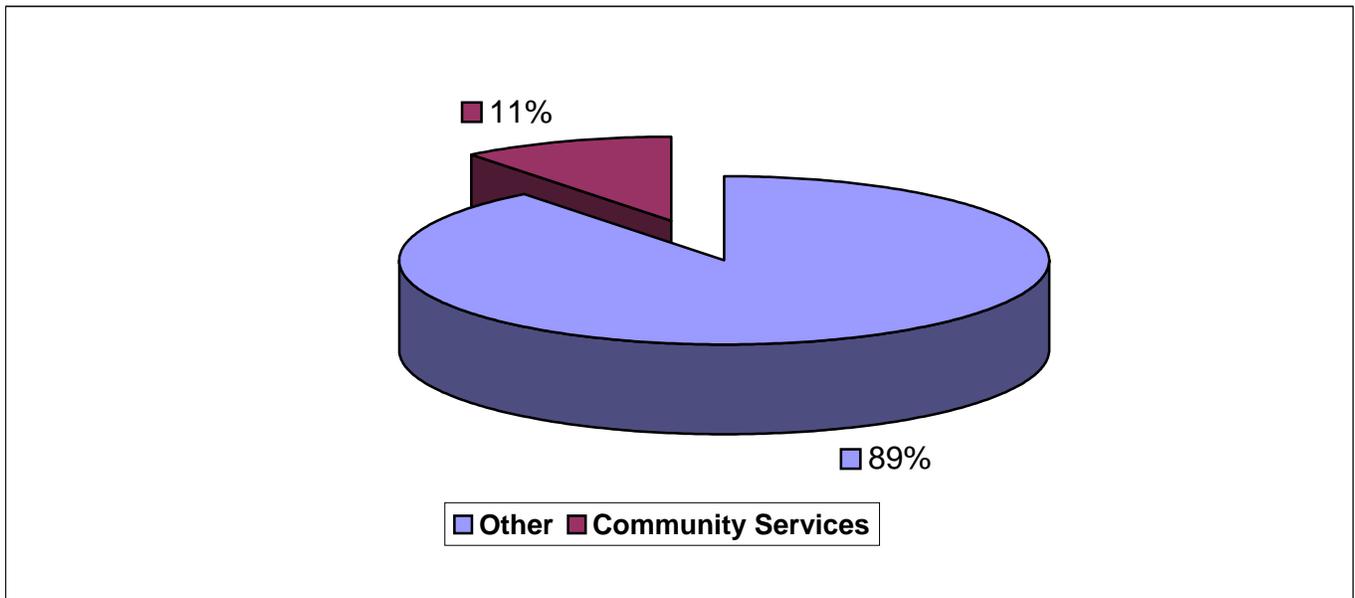


## COMMUNITY SERVICES DIVISION SUMMARY

Description	Department	03/04 Actuals	04/05 Actuals	05/06 Actuals	06/07 Budget	07/08 Budget
Economic Development	02CL	249,214	269,485	192,902	187,533	194,929
Social Service Contracts	0837	1,115,169	1,090,815	1,074,632	837,313	837,313
Community Service Projects	08CS	39,714	630,753	228,549	3,036,461	13,161
Zoning, Building, & Environmental Health	1400	2,819,394	3,025,335	3,389,986	3,309,341	3,343,925
Clerk	1800	3,351,638	4,381,776	3,216,946	3,078,441	3,105,092
Probate	1900	123,509	128,160	154,912	168,498	169,575
Capital Improvements	3800	51,169	46,760	327,063	276,678	279,397
Parks and Recreation	4100	6,825,008	7,086,847	8,512,574	8,606,568	8,663,879
Housing	7700	102,520	97,109	110,062	113,442	113,442
<b>Totals</b>		<b>14,677,334</b>	<b>16,757,041</b>	<b>17,207,627</b>	<b>19,614,275</b>	<b>16,720,713</b>



FY07 Division Summary budget totals may include budget appropriations attributable to other General Fund departments as reflected on the Expenditure by Function report. The program worksheets within each division reflect actual budget appropriations. In addition, the FY07 & FY08 General County budget includes undistributed salary and insurance adjustments.

# COMMUNITY SERVICES DIVISION

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The Community Services Division oversees Economic Development/CIP, Special Projects, Zoning/Building/Planning and Environmental Health, Parks and Recreation, Housing and Social Services Programs. The County Manager serves as liaison between the County /Clerk and the Probate Judge.



## Elected Official- County Clerk

The County Clerk is elected by voters and serves a four-year term with a two term-limit.

The County Clerk's office records deeds, mortgages, judgments, satisfactions of judgment, 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. There is a fee for the license and some of the money goes to the state Children's Trust Fund, and the remaining portion to 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, and public school and CNM (formally known as TVI) elections held in odd-numbered years. Special elections can be requested by governmental agencies in even and odd years. The County Clerk also assists with municipal elections.

The major political parties hold primary elections in New Mexico. Major political status is defined by statute and currently the Democratic Party and the Republican Party are the major political parties. In order to vote in a primary election, a voter must select one of the major political parties at the time a voter registration card is completed or updated.

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



## Elected Official- Probate Judge

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.bernco.gov/probate\\_judge](http://www.bernco.gov/probate_judge), or may be purchased for \$5.00 per packet. 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.

In Bernalillo County, the Probate Judge historically has been an attorney and currently handles about 400 cases each year. Many thousands more inquiries and searches are handled by the Judge and staff of the Court. The County 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.

# COMMUNITY SERVICES DIVISION

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## Capital Improvement Projects

The Capital Improvement Projects (CIP) Section is charged with the responsibility of overseeing the development; planning and vertical construction of County owned and operated facilities. The Section has been instrumental in the building of libraries, community centers, fire stations, the courthouse, District Attorney's office, Metropolitan Detention Center and other public buildings. The CIP Section is also instrumental in acquiring real estate for the County. Funding for these County projects generally comes from general obligation and/or revenue bonds, federal/state grants, legislative appropriations and impact fees.



## Economic Development

The Bernalillo County Office of Economic Development's primary function is to accommodate economic, hi-tech, commercial and industrial growth, as well as small business development and retention within the unincorporated areas of Bernalillo County. Additionally, the office works to encourage a more diversified and vital economy by providing a stable, predictable and supportive business environment through partnering with existing business and community organizations to provide support, service, information, and linkages to county services.

Economic Development is an active member in the following organizations:

- Kirtland Partnership
- Greater Albuquerque Chamber of Commerce
- Agricultural Entities
- Economic Forum
- New Mexico Organic Farmers
- Next Generation Economy
- Hispano Chamber of Commerce
- State Economic Development Planning Council
- Albuquerque Economic Development
- National Hispanic Cultural Center
- Sandia Partnership

- Kirtland Air Force Base

Bernalillo County Government is a strong supporter of new business. Working closely with the private sector and other government agencies, Industrial Revenue Bonds can be issued, allowing exemptions from property taxes and gross receipts taxes on equipment purchases. Bernalillo County has issued the 2<sup>nd</sup> largest IRB in New Mexico's history and in the last 2 years has issued over \$150 Million in Industrial Revenue Bonds with a job creation of over 2,500 new jobs. Since its inception, the County has been a guiding force for progress in New Mexico. Bernalillo County Economic Development is dedicated to a commitment of progress, financial stability, business creation/retention and the attraction of clean industry.



## Social Services/ Indigent Care Program

Bernalillo County funds on a biennial basis an array of social services programs provided by non-profit community organizations. For FY's 07/08 program funding is over \$1.1 million. Funds are appropriated toward services such as substance abuse counseling, assistance for the homeless, youth services and day care. County funding is awarded on a competitive basis. Organizations are notified of specific criteria and proposals are accepted and evaluated. The Board of County Commissioners approves funding recommendations.

The County budgets \$1 million annually for indigent care. The funding is mandated by state law and comes from gross receipt taxes. Indigent services are provided through a Partner in Health Agreement with the University of New Mexico Hospital and other community-based, non-profit health care organizations.

# COMMUNITY SERVICES DIVISION

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## ◆ Housing

The Housing Department administers the U.S. Department of Housing and Urban Development (HUD) Section 8 Rental Assistance Program which provides adequate rental housing to over 1,850 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 HUD, H.O.M.E. and Bernalillo County Affordable Housing funds.

The Housing Department also administers a Section 8 Home Ownership program that allows rental assistance payments to be used for mortgage payments. The Housing Department has assisted 140 families on the Section 8 program become homeowners since July 2001. Additionally, 47 low-income families have realized the American dream of owning a home at Los Puentes and Las Glorietas, two affordable housing developments developed by the Housing Department, located in the South Valley. The Department administers a Family Self-Sufficient Program designed to assist low-income program participants and their families in becoming economically independent and hopefully move into homeownership. The Department currently has 71 families participating in this program.

The Bernalillo County Housing Department recently joined with Fannie Mae and Suburban Mortgage to launch an innovative lease purchase program that is the first of its kind in New Mexico. This program is for those families within Bernalillo County that have credit problems that may limit them from being able to purchase a home.

Fannie Mae has committed \$3 million dollars to be used for mortgages for individuals who may not otherwise have an opportunity to own a home. Qualified applicants work with Bernalillo County Housing Department to lease a home while they go through extensive home ownership counseling which could last up to, but no

longer than, three years. The Housing Department will act as a property manager during the course of the lease and upon resolution of negative credit issues, participants must apply for a mortgage. Successful completion of credit issues during the lease period will enable participants to apply lease payments towards the purchase of a house.

## ◆ Parks and Recreation

The Bernalillo County Parks and Recreation Department operates seven community centers: Los Padillas, Mountain View and Westside Community Center serve the South Valley; Raymond G. Sanchez Community Center serves the North Valley; Paradise Hills Community Center serves the Westside; and Los Vecinos and the newest community center, Vista Grande, serve the East Mountain area. Community Centers offer a variety of services and activities for children, teens, adults and senior citizens. Programs such as preschool recreation, before and after school, arts, dance, music, summer recreation, literacy, special events and senior activities are available.

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, 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. Baseball, basketball and soccer are included.

The Youth and Senior Services Section coordinates before and after school programs, special middle school recreation programs, summer recreation sites and a lunch program for children. This section also oversees Senior Center programs which include meal sites throughout the County.

The Special Programs Section handles events including the popular “Dance, Dance, Dance, It’s a Teen Thing!” and oversees the Anti- Graffiti program and the Aquatics program which includes operation of four County pools. The Los Padillas Aquatics Center is the

# COMMUNITY SERVICES DIVISION

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(Parks and Recreation continue)

department's newest swimming pool which opened in June 2005.

The Open Space Section oversees the acquisition and development of hundreds of acres of open 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 mill levy on the ballot for the purchase and maintenance of open space. To date, Bernalillo County has purchased nearly 1,000 acres. These areas include pristine tracts filled with evergreens adjacent to the national forest and parcels of land that hold historic and agricultural value. The Board of County Commissioners has appointed an Open Space Advisory Committee. Bernalillo County's open space offers a place for residents to enjoy nature preserved and protected for the future.

## ***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  
Tres Pistolas contains 105 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

**Tres Pistolas** is an example of inter-governmental cooperation. The County, City and Federal governments contributed funds toward the purchase of this property now owned by the Forest Service. The land is adjacent to the Sandia Mountain Wilderness and provides important trail access. **Carlito Springs** contains 177 acres of forest land on the north side of Tijeras Canyon. The property contains a house and three cabins that were once used as guest cottages. A spring flows south through a collection tank and several small ponds.

**Ojito de San Antonio** is an 88 acre site that also has an incredible water source running through. An ancient acequia runs through the property and serves the community of San Antonio. An heirloom orchard feeds the

bear and deer every year, and is an oasis for over 87 bird species. **Sabino Canyon** was once a fur farm and a dry land pinto bean farm, while **Sedillo Ridge** offers unlimited trail opportunities and connectivity to Forest Service lands.

Other important acquisitions are located in the South and North Valleys. The **Hubbell House** on Isleta Boulevard is an ancient hacienda located along the road once known as El Camino Real. This rambling adobe was a stagecoach stop and a mercantile store in the 1800's. The Hubbell House gained national recognition as one of twelve historical sites throughout the United States selected for Home and Garden Television's "Restore America: A Salute to Preservation" series. The Hubbell House, a 5,800- square foot adobe built in the 1800's, was featured in a special segment on cable network. Representatives of HGTV, the National Trust for Historic Preservation, Save America's Treasures and co-sponsor Comcast Cable presented a \$75,000 check to Bernalillo County to support the restoration work at this architecturally and historically significant site.

The **Durand** and **Pajarito** properties are being farmed for wildlife and provide relief from the urban environment developing in the south valley. **Valle del Bosque** is a hybrid of sorts that includes both passive open space next to the Bosque, while offering recreational and community amenities on the more developed portion of the property.

The 28-acre **Bachechi** site, formerly known as Sullivan Stables, is located at 9521 Rio Grande Boulevard, NW, just south of the Alameda/Rio Grande Open Space. The property has a single family dwelling, stables, several outbuildings and open land. A planning process is in place with the community to discuss and recommend long-term uses for the property.

# COMMUNITY SERVICES DIVISION

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## Zoning, Building, Planning and Environmental Health Department

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 for land use cases in the area surrounding the Albuquerque city limits. 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, environmental 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 the Environmental Gross Receipts 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 Brownfield identification. Hazardous waste disposal includes a drop-off center and special events for collection.