

# SAN JUAN COUNTY



*FASTFACTS 2018*

*Board of County Commissioners*

District	Name	Title
Commission District 1:	Wallace Charley	
Commission District 2:	Margaret McDaniel	Chair
Commission District 3:	Jim Crowley	
Commission District 4:	Jack L. Fortner	Chairman Pro-Tem
Commission District 5:	John T. Beckstead	

## ELECTED OFFICIALS BIOGRAPHIES:

<i>Name</i>	<i>Position</i>	<i>Term</i>
Wallace Charley	Commission Dist. 1	15-18
Margaret McDaniel	Commission Dist. 2	15-18
Jim Crowley	Commission Dist. 3	17-20
Jack L. Fortner	Commission Dist. 4	17-20
John T. Beckstead	Commission Dist. 5	17-20
Jimmy Voita	County Assessor	15-18
Tanya Shelby	County Clerk	17-20
Larry Thrower	Probate Judge	15-18
Ken Christensen	County Sheriff	15-18
Mark Duncan	County Treasurer	17-20

## **Wallace Charley**

### **Commissioner**

Commissioner Wallace Charley began a new term of office representing the San Juan County citizens of District 1 in January 2015. He was also Commissioner for that district from 1999 through 2006.

Commissioner Charley is a native of Shiprock and attended San Juan College. He served in the U. S. Army and was stationed in Vietnam with the 101st Airborne Division. He has a 10-acre farm and raises quarter horses. He is married and his wife, Irene, is a social worker who has worked with the Navajo Nation and various other entities. They have four adult children and seven grandchildren. One of his sons has served in the Marines as infantry rifleman and recently returned from a tour in Afghanistan.

Mr. Charley works for the Navajo Nation as Director for Shiprock Veterans Affairs Office and has worked for the Red Mesa Unified School District #27 in Red Mesa, Arizona.

Commissioner Charley has held various political offices, including:

Navajo Nation Council, 1990-1998

New Mexico State Representative, 1994-1996

San Juan County Commission, 1999-2006

Chairperson, Navajo Board of Election Supervisors, 2011-2015

San Juan County Commission, 2015-2018

## **Margaret McDaniel**

### **Commission Chairman**

Commissioner Margaret McDaniel represents the San Juan County citizens in District 2. In November 2012, she retired from San Juan Economic Development Service. She has twenty years of experience in assisting economic-base companies expand or relocate for the companies to create or save high-wage jobs in San Juan County. Commissioner McDaniel uses her experience to defend the County's economic base while encouraging new environmentally-friendly technologies to help build a more diverse economy while improving the infrastructure and workforce to meet the demands of new technology, looking out for the health and safety of County residents and being good stewards of public money crossing all cultural and political boundaries. She understands the issues facing District 2 and San Juan County and is committed to listening and helping find solutions.

Commissioner McDaniel is a life-long resident of San Juan County. In addition to her experience with economic development, she has also served as the Executive Director of the Aztec Boys & Girls Club, the Aztec Chamber of Commerce and owned her own business. She has a proven record of fiscal and personal responsibility and expects the same of government officials. She is married to Gary McDaniel, a recently retired Deputy of the San Juan County Sheriff's Office. She and her husband have a blended family with six adult children and eleven grandchildren.

Commissioner McDaniel serves as a member of the San Juan County Communications Authority Board of Directors and an alternate member of the San Juan Water Commission Board of Directors. She is a former member of the Bloomfield Gateway Civitan Club and was Chairman of the Bloomfield Gateway Civitan Club Beautification Committee for 2013. She is also a member and past president of two statewide economic development organizations; New Mexico Rural Alliance and the New Mexico Industrial Developers Executives Association (NMIDEA).

Commissioner McDaniel's professional recognitions include:

Aztec Citizen of the Year - 1992

Graduate of Leadership San Juan - 1993

Graduate, University of Oklahoma Economic Development Institute - 1997

Member and Past President of two statewide economic development organizations

NM Industrial Developers Executives Association Developer of the Year - 2000

Four Corners Professional Development Woman of the Year - 2001

New Mexico Business Journal member of New Mexico's Team of Business & Economic Development Leader - 2004

New Mexico Business Weekly one of ten Women of Influence - 2005

Bloomfield Citizen of the Year – 2009

Leadership San Juan Alumnus of the Year – 2014

**Jim Crowley**  
**Commissioner**

Commissioner Jim Crowley serves as the Commissioner for District 3. He is a native New Mexican and has been a resident of Aztec since 1983. He served eight years as a City Commissioner and mayor pro-tem in the City of Aztec through two terms beginning in 2006. He also served one term on the Aztec School Board. Commissioner Crowley is a 2017 graduate of the Leadership New Mexico Local Government Leadership Program.

Commissioner Crowley is married to Jana Crowley, who is retired elementary school music teacher. They have two grown children. He is a graduate of Farmington High School and has a Bachelor's Degree in Business from Grand Canyon University. He has rental properties and has been successful remodeling properties to sell.

Commissioner Crowley is active in his church. Both he and his wife were prison volunteers for over 10 years.

**Jack L. Fortner**  
**Commission Chairman**

Commissioner Fortner grew up in Farmington, New Mexico and graduated from Farmington High School in 1973. He obtained his Bachelor of Arts Degree from the University of New Mexico in 1978 and obtained his Juris Doctor Degree from the University of Michigan in 1981. He currently serves as the managing partner in the Law Firm of Fortner & Quail, LLC.

Jack Fortner was elected to the San Juan County Commission, District 4, for a term from 2013 through 2016. Commissioner Fortner was re-elected to a four-year term that runs through 2020. Currently, Mr. Fortner serves as Chairman.

Commissioner Fortner previously served on the San Juan County Commission from 1997 to 2000 and from 2001 to 2004. He served as Chairman of the Commission in 1997, 2000, 2003 and again in 2014. He also served as Chairman Pro Tem in 1999, 2002, 2013 and 2016.

Commissioner Fortner served on the Labor Management Relations Board for the City of Farmington and was the Chairman of that Committee from 1995 to 1998. That Board decided disputes between the City of Farmington and its employees. Commissioner Fortner also served on the New Mexico Environmental Improvement Board from 1994 to 1996 and in 1995 was Secretary of that Board.

Commissioner Fortner is a member of the New Mexico Bar and the San Juan County Bar Association and served as President of the San Juan County Bar for the term of 1994/1995.

Mr. Fortner has served on the transition teams for two New Mexico Governors as Gary Johnson named Commissioner Fortner to the New Mexico Department of Corrections Transition Team in 1994, and Governor Susana Martinez named him to the New Mexico Higher Education Transition Team in 2010.

In 1998, Governor Gary Johnson appointed Commissioner Fortner to the University of New Mexico Board of Regents for a term from 1998 to 2004, and in 2004 Governor Bill Richardson re-appointed Commissioner Fortner to the Board of Regents. In 2010, Governor Susana Martinez re-appointed Commissioner Fortner to a term on the Board of Regents



from 2010 to 2016. Jack Fortner is the only person in New Mexico to ever be appointed to three full consecutive terms, or to be appointed by three Governors to terms on [any](#) Board of Regents for the State of New Mexico.

As a member of the Board of Regents of the University of New Mexico, Jack Fortner served as President in 2005, and in 2011, 2012, 2013, 2014, 2015, currently serving as Secretary of the Board for 2016-2017.

Mr. Fortner also served as Vice-President of the Board of Regents of UNM from 2001 to 2004 and again from 2006 to 2010. From 1998 to 2010, he served as Chairman of the Health Sciences Committee of the Board of Regents. He also chaired the Search Committee [for](#) the UNM Presidential Search of 2012, which resulted in the hiring of the President of UNM, Dr. Bob Frank. Mr. Fortner was also a member of the UNM Search Committee for the UNM Athletic Director in 2007, which resulted in the hiring of Paul Krebs and a member of the Search Committee for the UNM Football Coach in 2012, which resulted in the hiring of Bob Davie.

Commissioner Fortner served as the Domestic Relations Hearing Officer for the Eleventh Judicial District Court, San Juan County, New Mexico from February 2003 through July 2003, and served as the Alternate Domestic Violence Commissioner from February through December 2010. He also served as the Alternate Farmington Municipal Judge from 1994 to 2009.

Commissioner Fortner is a graduate of Leadership San Juan, a member of the San Juan Rotary Club and has been very involved in his children's sporting activities, including coaching the summer Piedra Vista Softball Team.

Commissioner Fortner is married to Terri Fortner, a Psychiatric Nurse Practitioner in private practice. They have two children -- Suzanne, an attorney and actress in Albuquerque, and Krissy, a senior at the University of New Mexico.

## **John T. Beckstead**

### **Commissioner**

Commissioner John Beckstead has deep roots in San Juan County. In 1899 his Great-Great-Grandfather, Henry Thomas Stolworthy brought his family, including his son Willard C. Stolworthy, to settle in Olio which is now Kirtland. Willard later went on to become a County Commissioner and served from 1935 to 1936.

Commissioner Beckstead was born in Farmington, New Mexico and grew up in Kirtland, New Mexico. He graduated from Kirtland Central High School and a year later enlisted in the United States Air Force. Following the Air Force, John returned to school. He attended San Juan College before finishing his undergraduate degree in biology at Fort Lewis College. Mr. Beckstead's education culminated in a Juris Doctor Degree from the University of North Dakota.

Mr. Beckstead served as an Assistant District Attorney here in San Juan County for five years before being elected to the Commission. Since his election, he has gone into private practice and can be found at Fortner and Quail, LLC.

Commissioner Beckstead is a member of the New Mexico State Bar, the San Juan County Bar Association as well as the Nevada State Bar.

John is married to Melissa Beckstead and together they have four children – Brock, Liam, Brady and Amelia. Mr. Beckstead is very involved in his children's sporting events but also likes to find time to take them hunting and fishing.

## **Jimmy Voita**

### **Assessor**

Jimmy Voita has been happily married to his beautiful wife Jamie for 14 years. They have four children – Betty, Charlie, Maggie, and Annabelle.

Mr. Voita was elected as the San Juan County Assessor in 2016. Prior to that, he was appointed as the Assessor in a unanimous vote by the County Commission in September 2015 after having served as Chief Deputy Assessor beginning in 2011.

Jimmy grew up in Farmington and graduated from Farmington High School in 1990. Upon graduation, he served in the U.S. Army's 3<sup>rd</sup> Infantry Division in Geiblestadt, Germany. After his honorable discharge from the U.S. Army, Jimmy served in the U.S. Army National Guard while attending college at New Mexico State University. In 1997, he graduated from NMSU with a Bachelor's Degree in Business Administration with an emphasis in Finance.

Jimmy began his real estate appraisal career in 2003. Upon receiving his General Certified Real Estate Appraisers license from the New Mexico Real Estate Appraisers Board, he started a local real estate appraisal firm, Voita Appraisal Services, which specialized in appraising commercial and residential real estate. In 2011, he closed the real estate appraisal business to take on the position as Chief Deputy Assessor of San Juan County.

While serving as Chief Deputy Assessor, Jimmy completed all requirements to become a Certified New Mexico Appraiser by the New Mexico Taxation and Revenue Department, Property Tax Division program. He is a member of the New Mexico Association of Counties Assessor's Affiliate as well as a member of the Rio del Sol Kiwanis Club.

He has served on the Metropolitan Planning Organization Board and is currently serving on the New Mexico Association of Counties Board of Directors. Jimmy is a graduate of Leadership San Juan and Leadership New Mexico.

He is active in his church, and when he is not occupied with work, he enjoys spending time in the mountains with his family. He also enjoys fishing and golfing.

## **Tanya Shelby**

### **County Clerk**

Tanya Shelby was elected to her first term as San Juan County Clerk in November 2016. She has been an employee of the San Juan County Clerk's Office since June 1995, and she also worked in that office as an intern in 1991 and 1992. She has held various positions in the Clerk's Office, including Election Clerk, Recording Clerk, Recording Supervisor, Office Administrator and Chief Deputy Clerk before becoming County Clerk.

Tanya is a Certified Elections Registration Administrator (CERA), a degree issued by Auburn University for election professionals who meet certain criteria and complete an academic program.

Tanya has lived in San Juan County since 1983. She married her husband Glenn in 1994, and they have two daughters.

She is a member of the Election Center and the New Mexico Association of Counties – Clerk's Affiliate. She is also a 2015 Leadership San Juan graduate and a 2017 Leadership New Mexico Local Government Leadership Program graduate.

**P. Mark Duncan**  
**Treasurer**

Since 1967, except for the time he spent in Albuquerque attending the University of New Mexico, Mark Duncan has been a resident of San Juan County. Mark previously served on the County Commission for eight years. Mark is self-employed with a background in real estate. He and his family own and operate a few small businesses in San Juan County, and he brings that experience to the Office of the Treasurer.

Mark and his wife Becky have four daughters and eight grandchildren.

Mark has been very active with youth groups and the Boy Scouts of America for many years and is active in the LDS Church. Mark enjoys spending time with his family, and if it's in the mountains, that's even better.

**Larry T. Thrower**  
**Probate Judge**

Larry Thrower is the San Juan County Probate Judge, first elected in November 2010 to serve a four-year term and was re-elected to a second term, which will run through 2018.

Judge Thrower has been an actively-practicing New Mexico attorney for over 35 years. In addition to his duties as Judge of the Probate Court, Judge Thrower is the senior partner in the Thrower Law Firm, P.C. in Farmington, New Mexico. He has served for the past several years as the contract attorney for the City of Aztec, New Mexico. He is also a former New Mexico District Court Judge, having served as Judge of the Eleventh Judicial District Court in 1996 and 1997-1998.

Judge Thrower biographical and professional facts:

San Juan County resident since childhood

Graduate of Farmington High School 1966

Undergraduate Degree, Ft. Lewis College, Durango, Colorado 1972

Law degree, University of New Mexico School of Law 1975

Veteran, U.S. Navy 1967-1969, U.S. Air Force 1978-1982

Staff Judge Advocate, U.S. Air Academy 1978-1982

Member, State Bar of New Mexico

Member and Past President, San Juan County Bar Association

Former Member and Chairman, Farmington Airport Advisory Commission

Past Director and President, UNM Law School Alumni Board of Directors

Judge Thrower is married to Corliss Thrower, a retired Farmington school teacher and has two adult children and three grandchildren.

## **Ken Christesen Sheriff**

Sheriff Ken Christesen has been married to his wife Kathy for over 40 years. They have two children, Kenneth II (Kenny), and Kara and are blessed with four grandsons: Keenan, Koby, Kason and Karter.

Born in Phoenix, Arizona, Ken has lived in the Four Corners area for many years, working in construction and the oil and gas industry.

In 1989 Sheriff Christesen was hired as a Reserve Deputy for the San Juan County Sheriff's Office and volunteered until he became a full-time Deputy in January 1990. After a lengthy and dedicated 21 years of service in law enforcement, Ken retired on February 1, 2010 from the San Juan County Sheriff's Office. He returned to law enforcement in 2011 as the elected San Juan County Sheriff. 2018 is Sheriff Christesen's last year of his second four-year term.

He is a member of the Fraternal Order of Police, a Life Member of the National Rifle Association, and the Federal Bureau of Investigation's Law Enforcement Executive Development Association (LEEDA). He is an associate member of the Four Corners Federated Republican Women and is a member of the Leadership San Juan Alumni Class of 2010. He is also a member of the National Sheriff's Association, the Western States Sheriff's Association, Oath Keepers, member of the New Mexico Sheriff's Association. In 2001, Sheriff Christesen graduated from the Northwestern University Center for Public Safety's School of Police Staff and Command.

# **CONTACT DIRECTORY**

## **ELECTED OFFICES:**

Assessor	Jimmy Voita	Office 334-6157
Chief Deputy Assessor- Clerk	John Kuhn	Office 334-4207
Chief Deputy Clerk	Tanya Shelby	Office 334-4231
Probate Judge	Alyssa Kuhn	Office 334-4234
Sheriff	Larry Thrower	Office 334-9471
Undersheriff	Ken Christesen	Office 334-6107
Treasurer	Shane Ferrari	Office 334-6107
Chief Deputy Treasurer	Mark Duncan	Office 334-9421
	Carol Taulbee	Office 334-4257

## **EXECUTIVE OFFICE:**

CEO	Kim Carpenter, Ph.D	Office 334-4271
County Operations Office	Mike Stark	Office 334-4582
Public Relations Manager	Susan Hakanson	Office 334-4273



## DEPARTMENTS:

### ***Adult Detention Center***

Administrator                      Thomas Havel                      Office 566-4500

Deputy Administrator              Daniel Webb                      Office 566-4500

### ***Alternative Sentencing***

Administrator                      Jennifer Miller                      Office 325-1720

Deputy Administrator              Gail Peters                      Office 325-1720

### ***Central Purchasing***

*Chief Procurement Officer*              *Diana Chapman*                      *Office 334-4551*

*Warehouse Manager*                      *Margaret Armes*                      *Office 334-4554*

### ***Community Development***

General Services/Community

*Development Administrator*              *Larry Hathaway*                      *Office 334-4550*

Building Official                      Ken Douglas                      Office 333-3129

Code Compliance Officer              Fred Frost                      Office 333-3130

Rural Addressing Coordinator              Nancy Smith                      Office 334-4314

Subdivision Review Officer              David Barnett                      Office 334-4248

### ***Crime Stoppers***

Executive Director                      Carlee Hooper                      Office 334-4275

### ***Emergency Management***

Emergency Manager                      Mike Mestas                      Office 334-4714

Emergency Coordinator              Ali Rye                      Office 334-4706

Floodplain Manager                      Michele Truby-Tillen                      Office 334-4719

Communications Supervisor              Charles Rash                      Office 334-4715

### ***Fianace***

Chief Financial Officer	Jim Cox	Office 334-4266
Deputy Finance Officer	Kim Martin	Office 334-4501

### ***Fire Department***

Fire Chief	Craig Daugherty	Office 333-3123
Deputy Fire Chief	Tom Fields	Office 334-4708

### ***Geographic Information Systems***

Manager	Sherice Snell	Office 334-4264
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### ***Healthcare Assistance Program***

Manager	Liza Gomez	Office 334-4288
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### ***Housing Authority***

Executive Director	Faye Anderson	Office 334-4544
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### ***Human Resources***

Chief HR Officer	Charlene Wells	Office 334-4511
Deputy HR Officer	Roberta Padilla	Office 334-4503

### ***Information Systems***

Chief Information Office	Keith Lund	Office 334-4293
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### ***Juvenile Services***

Administrator	Traci Neff	Office 324-5800
Deputy Administrator	Bowen Belt	Office 324-5800

### ***Legal Department***

County Attorney	Doug Echols	Office 334-4301
Deputy County Attorney	Joe Sawyer	Office 334-4301

***Parks & Facilities***

Administrator	Daniel Hill	Office 324-5568
Building & Grounds Manager	Terrill Harvey	Office 324-5569

***Public Works***

Administrator	Fran Fillerup	Office 334-7864
Deputy Administrator	Nick Porell	Office 334-4530
Chief Information Office	Keith Lund	Office 334-4293

***Rick Management***

Manager	Kristi Galloway	Office 334-4508
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***Riverview Golf Course***

General Manager / Golf Pro	Steve Schoch	Office 598-0140
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***Safety & Compliance***

Manager	Stewart Logan	Office 334-4514
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***Vector Control***

Supervisor	Armand Arellano	Office 334-6775
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## GENERAL INFORMATION

**Total County Population - 2010 Census - 130,044**

**2017 Estimated Population – 116,000**

<u><i>Race &amp; Ethnicity</i></u>	<u><i>Number</i></u>	<u><i>Percent of Total</i></u>
Non-Hispanic –White alone	55,254	42.5%
American Indian alone	47,640	36.6%
Hispanic-White	11,794	9.1%
African American alone	756	0.6%
Asian alone	484	0.4%
Pacific Islander alone	74	0.1%
Some Other Race alone	9,501	7.3%
Two or More Races	<u>4,541</u>	<u>3.4%</u>
	130,044	100%

Total Area: 5,535 sq. miles

Total Water (rivers and lakes): 23 sq. miles

Total Land: 5,512 sq. miles

### ***Land Ownership:***

Navajo Reservation – 3,428 sq. miles (62%)

Ute Mountain Reservation - 161 sq. miles (3%)

Federal Government - 1,401 sq. miles (25%)

State Government - 180 sq. miles (3%)

Private Land - 368 sq. miles (7%)

Within city limits of Aztec, Bloomfield, Farmington,  
and Kirtland – 52 sq. miles

Within unincorporated area - 309 sq. miles

**County Area by District:**

District 1 - 2,478 sq. miles

District 2 - 2,347 sq. miles

District 3 - 345 sq. miles

District 4 - 52 sq. miles

District 5 - 316 sq. miles

**County Maintained Roads by District:**

District 1 - 91.16 miles

District 2 - 436.76 miles

District 3 - 125.83 miles

District 4 - 28.82 miles

District 5 - 61.48 miles

**2017 Property Tax Distribution:**

San Juan County – 28%

San Juan College – 18%

State of NM – 6%

Municipalities – 5%

School Districts – 41%

County Water Reserve Fund – 2%

**Related County Facts:**

New Mexico State Statutes require counties to provide office space, maintenance and custodial service for:

District Attorney’s Office

CYFD/Juvenile Probation Office

District Court

Public Health Office

## County Employment Information

**2017 Unemployment Rate: 6.9% (2016 = 8.34%)**

<b>2017 Top Employers:</b>			
2017 Ranking	Major Employer	2017 Total Employees	2016 Total
1	San Juan Regional Medical Center	1846 (1646 full time)	1726
2	Farmington Public Schools	1856 (1610 full time)	1931
3	Central Consolidated Schools	1801 (1477 full time)	984
4	City of Farmington	1089 (746 full time)	743
5	San Juan County	636	643
6	San Juan College	910 (481 full time)	494
7	Bloomfield Public Schools	600 (480 full time)	549
8	Raytheon Dine Facility	450	
9	Aztec Schools	392 (400 full time)	455
10	Aztec Well Family	425	

<b>2017 Top Ten Tax-Paying Companies</b>		
Name	2017 Value	2016 Value
Public Service Company of NM	\$731,271,537.00	\$705,838,860
Arizona Public Service Company	\$651,583,336.00	\$521,366,518
Enterprise Field Service, LLC	\$224,569,509.00	\$258,016,671
Williams Four Corners, LLC	\$205,929,594.00	\$197,968,287
El Paso Natural Gas Company	\$113,573,175.00	\$114,752,754
Transwestern Pipeline Company	\$106,641,570.00	\$109,260,378
City of Farmington	\$94,869,520.00	\$90,225,155
Mid American Pipeline Co. LLC	\$94,662,123.00	(not in top 10)
MSR Public Power Agency	\$78,209,604.00	\$82,110,926
San Juan Coal Company	\$75,492,456.00	\$349,378,872

**ADULT DETENTION CENTER**  
**871 Andrea Drive**  
**Farmington, NM 87401**  
**505-566-4500**

Budget:	\$16,243,151
Staff:	151
Per Diem Rate:	\$ 82.29

**Responsibilities**

The San Juan County Adult Detention Center is a full-service county-operated facility. Court commitments are held by the facility for no more than 364 days, as well as those alleged to have committed a crime and are unable to secure bond or other forms of release. Our facility serves all law enforcement agencies and courts having jurisdiction.

The Adult Detention Center provides video visitation and video arraignment with municipal and magistrate courts. A kiosk system is available to the public for placement of money into an inmate account. Inmates utilize the kiosk to schedule in house medical visits, purchase commissary items and check the balance on their accounts.

**Building Features:**

Size: 194,000 sq. ft.  
Beds: 1,091  
Medical Unit: 44 beds

**2017 INMATE POPULATION PROFILE**

Total Detainees for 2017	10,549	
Males	7,844	74.36%
Females	2,705	25.64%
Average Daily Population	563	

## Population by Race/Ethnic Origin

Non-Hispanic – White alone	3,699	35.07%
American Indian	6,565	62.24%
Hispanic - White	26	0.25%
African American alone	172	1.63%
Asian/Pacific Islander	11	0.11%
Unknown	76	0.72%

## Community Resources/Trustee Activity Report 2017

The information provided only reflects inmate trustee labor from the Adult Detention Center.

Number of inmate workers	940.00
Number of hours trustees worked	7884.50
Miles of roadway cleaned	363.11
Dead animals retrieved from county and state roads	216.00
Tons of trash to landfill	167.05
Tons of recyclables	43.07
Value of inmate labor	\$59,135.75



## **ALTERNATIVE SENTENCING DIVISION**

**1006 Municipal Drive  
Farmington, NM 87401  
505-325-1720**

DWI Program

1006 Municipal Drive, Farmington, NM  
505-325-1720

FY 17-18 Budget:     \$1,846,726  
Staff:                     25  
Capacity:            45-69/500 annual average

### **Responsibilities**

The DWI Program is responsible for the incarceration, treatment and monitored aftercare of 1st, 2nd and 3rd DWI offenders. Offenders are required to participate in a 28-day treatment program while incarcerated and are monitored for up to six months for compliance with their aftercare program.

The results of an independent evaluation by the University of New Mexico show that the DWI Treatment Program is twice as effective at reducing DWI recidivism as traditional sentencing (treatment only or jail only). The San Juan County DWI Program is considered to be a model program for the State.

**Axis/Nexus Substance Abuse Program (formerly known as the  
Methamphetamine Pilot Program, or MPP)  
1006 Municipal Drive, Farmington, NM  
505-325-1720**

FY 17-18 Budget: \$1,130,735  
Staff:     12  
Capacity: 15 per group/90 annually

## **Responsibilities**

The Axis/Nexus program provides an alternative to traditional sentencing options for females convicted of methamphetamine and other substance abuse.

Offenders are required to participate in a 60-day jail-based treatment program (Axis) followed immediately by a transition program (Nexus) of ten (10) days. Offenders are monitored for up to one year for compliance with their aftercare plan. The Axis Program is modeled after San Juan County's DWI Program.

**Adult Misdemeanor Compliance Program**  
**3838 East Main, Farmington, NM**  
**505-599-1800**

FY 17-18 Budget: \$426,356

Staff: 7

Clients: Approximately 600

## **Responsibilities**

The Adult Misdemeanor Compliance Program supervises offenders convicted of misdemeanor crimes sentenced in the Magistrate Courts in San Juan County.

**ASSESSOR'S OFFICE**  
**100 South Oliver**  
**Aztec, NM 87410**  
**505-334-6157**

FY 17-18 Budget:     \$1,819,880  
Staff:                   28

Responsibilities

The Assessor values all property subject to taxation. The Assessor is required by New Mexico law to discover, list and value all property within the County. Appraised values, as the basis of assessed values, determine the distribution of property tax levies among taxpayers. Only if those values are correct will tax limits, debt limits, and the distribution of state aid to localities be as legislation intended.

Property is taxed at one-third (33%) of its appraised value. In addition to the over 41,000 parcels of real property (land, homes and commercial buildings), the Assessor must value other property for taxation purposes, including more than 12,000 manufactured homes, over 3,500 businesses, livestock, farm equipment, and any other personal property that is taxable. The Assessor maintains County parcel maps reflecting current ownership of real property by accurately tracking all transfers, splits and subdivisions. The County Assessor is an elected position.

## Comparison of Net Taxable Values

	2013	2014	2015	2016	2017
Residential	1,301,293,367	1,301,293,367	1,379,308,533	1,417,616,673	1,454,686,716
Non-Residential	1,616,129,898	1,528,312,987	1,619,925,569	1,714,310,693	1,663,526,888
Oil and Gas Production	617,524,176	688,792,987	809,315,876	418,398,766	116,834,597
Oil and Gas Equipment	122,603,907	138,372,909	161,542,839	83,657,942	23,886,430
	3,657,551,348	3,698,177,411	3,970,092,817	3,633,984,074	3,540,376,686

**CENTRAL PURCHASING**  
**213 South Oliver**  
**Aztec, NM 87410**  
**505-334-4552**

FY 17-18 Budget:     \$382,137  
Staff:                     6

**Responsibilities**

Purchasing is the central buying unit for San Juan County. The Central Purchasing Department is responsible for the acquisition of supplies, equipment and services required for the operation and function of all County departments. It provides procurement support for other entities such as the San Juan Water Commission, the San Juan County Communications Authority and the SJRMC EMS and Air Care.

The Purchasing staff oversees the acquisition, activation, accessorizing and maintenance of 150 County cell phones and 45 data cards. The department is also responsible for the administration of 544 County and 100 State fuel cards for 27 departments, as well as the allocation and training for 179 p-card holders, and maintaining the certificates of insurance data base for over 750 businesses.

A central warehouse facility is maintained and operated by the department. It is also responsible for the collection and disposal of all obsolete, worn-out and unusable surplus which includes: vehicles, heavy equipment, office furnishings, etc., by means of sealed bids and/or public auctions.

**CLERK'S OFFICE  
100 South Oliver  
Aztec, NM 87410  
505-334-9471  
Toll Free 1-800-956-0900**

FY 17-18 Budget:       \$1,165,343  
Staff:                    11

**Responsibilities**

The County Clerk's Office is the record keeper for San Juan County documents such as newspapers, real-estate deeds and a multitude of other documents. The County Clerk's Office is responsible for conducting all General and Primary elections, statewide and county special elections. The Office is responsible for the issuance of marriage licenses and kennel licenses and serves as the Clerk for Probate Court Records. The County Clerk serves as ex-officio clerk of the Board of County Commissioners and the Board of Finance. The County Clerk is an elected position.

**Documents Recorded:**

January 1 thru December 31, 2017                   15,432

Marriage licenses issued in 2017:               628

Total Registered Voters as of January 5, 2018 70,734  
(72,776 in 2017)

## Registered Voters by District

Commission District 1-----14,266  
(Wallace Charley)

Commission District 2-----12,333  
(Margaret McDaniel)

Commission District 3-----13,972  
(Jim Crowley)

Commission District 4-----16,686  
(Jack Fortner)

Commission District 5-----13,522

## COMMUNITY DEVELOPMENT

209 South Oliver

Aztec, NM 87410

505-334-4550

FY 17-18 Budget: \$856,070

Staff: 10

### Responsibilities

Community Development is a service-oriented department of individual divisions working collectively for the health, safety, and welfare of the citizens of San Juan County. The Community Development Department is comprised of the Building Division, Code Compliance, Subdivision Review and Rural Addressing.

### Building Division:

The Building Division provides construction code services to the citizens of San Juan County through the issuance of Building, Electrical, Plumbing and Mechanical Permits to ensure that the safety and welfare of the public is maintained. The areas served by the Building Division include the unincorporated areas of the County, the City of Aztec, the City of Bloomfield and the Town of Kirtland. The City of Farmington and the Navajo Nation are not within the scope of San Juan County's jurisdiction.

Number of building permits issued for calendar year 2017 1,109

Number of building inspections in calendar year 2017 2,670

### Code Compliance:

Code Compliance provides a high level of customer service to the citizens of San Juan County by ensuring its residents are in compliance with trash, junk and other related ordinances. Through awareness, education and understanding it is hoped noncompliant citizens of San Juan County will voluntarily comply with the trash, junk and other related ordinances. The Code Compliance Officer is authorized by the Board of County Commissioners to file and prosecute actions relating to the enforcement of the following ordinances:



**Ordinances:**

- #4 Defining Refuse, Litter, Garbage and Hazardous Waste
- #6 Fire Code: Prescribing regulations governing conditions hazardous to life and property from fire or explosions
- #58 Flood Damage Prevention (in conjunction with the Floodplain Administrator)
- #69 Manufactured Home Placement Permit
- #72 Junkyard, Junked Vehicle and Junked Mobile Home
- #73 Trash and Refuse Disposal
- #76 Manufactured Home Parks and Recreational Vehicle Parks
- #85 Adult Entertainment Businesses
- #95 Business Registration

The San Juan County Cleanup Program was developed to provide landowners, through an application process, a voluntary means for cleaning up land that contains substantial amounts of refuse. There are conditions and eligibility requirements involved with this process.

**Cleanup Program Summary for calendar year 2017:**

Total requests received	68
Number of cleanups done	51
County employee hours	967
Inmate worker's hours	24
Cubic yards to landfill	6,689
Cubic yards to recycle from cleanups	620

## **Rural Addressing Division:**

The Rural Addressing Division issues all physical addresses, primarily for 9-1-1 services, throughout the unincorporated areas of San Juan County. This includes the area south of Farmington and Bloomfield known as the Checkerboard, but excludes the Navajo Nation Reservation. Rural Addressing covers approximately 2500 square miles. Rural Addressing is one of the primary GIS data producers and drafting departments in the County, producing such maps and data as used by the Emergency 9-1-1 Dispatch Center.

Various County wall maps and County road map books are available for purchase at Rural Addressing and the GIS Department.

## **Subdivision Review:**

This division of Community Development is responsible for the review and approval of Exemptions and Summary Subdivisions. This division is also responsible for submittal of all other types of Subdivisions to State Agencies for their comments, scheduling of Public Hearings, and presentations to the County Commission of Subdivisions requiring their approval. Subdivisions also handles the initial contact with the public and with engineers/surveyors concerning the process for handling Subdivisions and Land Divisions as required by State Statute and the San Juan County Subdivision regulations and the review and approval of license applications for Manufactured Home Parks and Recreational Vehicle Parks.

## **Calendar Year 2017:**

Exemptions	61
Replats	7
Subdivisions	0
Summary Subdivisions	4
Manufactured Home & Recreational Vehicle Park Expansion Licenses	0

## **EMERGENCY MANAGEMENT**

**209 South Oliver**

**Aztec, NM 87410**

**505-334-7700**

FY 16-17 Budget:       \$337,045

Staff:                   6.5

### **Responsibilities**

#### Office of Emergency Management

The San Juan County Office of Emergency Management (OEM) is the link between the Federal Department of Homeland Security and local response agencies. Emergency Management is responsible for maintenance of the Emergency Operations Center (EOC), preparing and updating the All-Hazards Emergency Operations Plan, as well as the Pre-Disaster Mitigation Plan. Emergency Management regularly facilitates exercises to ensure the highest possible state of readiness and assists local schools, businesses and other agencies throughout San Juan County with developing Contingency Emergency Plans. Emergency Management is also responsible for managing San Juan County's portion of the State Homeland Security Grant Program, which provides equipment and training to local/regional response personnel. San Juan County's Office of Emergency Management is composed of award-winning programs and staff members. Employees attend annual training in their respective fields, ensuring they remain current with the latest information and technological skills possible.

The following operational programs are part of the San Juan County Office of Emergency Management:

## **Communications:**

San Juan County uses a state-of-the-art VHF Simulcast radio system. The Office of Emergency Management designs and maintains the County-wide radio systems, which connects the 9-1-1 Communications Center to all emergency response personnel. It is due to this proficiency that all Police, Fire, Emergency Medical Services, Detention Centers, and Public Works departments in San Juan County have good communications with the 9-1-1 Center and each other.

## **Citizens Corps Program:**

Local Citizens Corps Programs (CCP) endeavor to create a proactive approach to all-hazards preparedness and recovery, which involves government, community leaders, and citizens. San Juan County has several citizen volunteer groups including Neighborhood Watch Groups, Volunteers in Policing (VIPS), and the Amateur Radio Emergency Communications Team (EmComm).

## **Exercise Program:**

Emergency Management coordinates the Annual Homeland Security Exercise Evaluation Program (HSEEP) with local industry and response agencies. The Exercise Program consists of two Table Top Exercises, Emergency Operations Center (EOC) Training, and an EOC Functional. The program culminates with a Full-Scale Exercise. San Juan County is the only county in New Mexico that completes this exercise process annually. As part of this yearly practice, San Juan County includes an industry partner in their exercise program. Preparedness for industrial emergencies is a key component to disaster response. Additionally, Emergency Management has incorporated the Every 15 Minutes Program (High School DWI Prevention Program) into a Full-Scale Evacuation Exercise.

## **Floodplain Management:**

San Juan County is in good standing with the National Flood Insurance Program (NFIP). The Floodplain Manager assures that San Juan County continues to maintain its status within the program through the detailed documentation of area floodplain development, floodplain permitting, manufactured home permitting, subdivision review and permitting,

public education, providing assistance to local real-estate and insurance professionals, and documentation associated with changes in floodplain boundaries such as Letters of Map Amendment and Letters of Map Revision. The Floodplain Manager acts as the Community Rating System (CRS) Coordinator. The CRS Program provides insurance discounts based on an NFIP community's status in the NFIP and other work that is done on a yearly basis to educate the public on the risk of flood-related disasters and mitigation activities to prevent loss of life and property should an event occur. At this time, San Juan County has reached a CRS rating of 8, which equals a ten-percent reduction in citizens' flood insurance premiums within the identified flood-hazard areas of San Juan County.

### **Training Program:**

Emergency Management coordinates the National Incident Management System (NIMS) training on an ongoing basis. NIMS is required under Presidential Directive #5 and is a key organizational component of fire, law enforcement, and EMS response agencies during emergency situations. In addition to the response agencies, the San Juan County Office of Emergency Management works with all San Juan County school districts as well as local industry to provide them with the knowledge and training necessary to implement exercises. In these exercises, the Unified Command Process is a key component for industry and schools to interface with the response agencies in San Juan County.

### **PIO**

Emergency Management provides Public Information for San Juan County during disaster emergencies. The Public Information Office (PIO) also maintains the social media outlets as well as the Emergency Management website. The PIO is the chair for the Joint Information Center (JIC) PIO-Group that collaborates for training and acts as one voice for information release during an emergency.

**FINANCE**  
**100 South Oliver**  
**Aztec, NM 87410**  
**505-334-4581**

FY 17-18 Budget:      \$1,133,542  
Staff:                      15

### **Responsibilities**

The Finance Department is responsible for various functions of the County including: accounts payable, accounts receivable, payroll, grant accounting, general ledger control, internal audits, bond issuance, bank reconciliations, fixed asset inventory and the process of outgoing and incoming County mail. The department is responsible for the annual external audit and the preparation of the financial statements in accordance with Generally Accepted Accounting Principles (GAAP). The department also prepares and monitors the annual budget.

Out of 33 Counties, San Juan County continues to have the second lowest mil rate in the state at 8.5 mils.

Counties are required to maintain a cash balance reserve of 3/12th (25%) of budgeted expenditures in the General Fund. A 1/12th (8.33%) reserve is required for the Road Fund.

Tax Year 2017 Assessed Valuation  
(excludes Assessor protested values): \$3,540,376,687

General Obligation (G.O.) bonding capacity  
(4% of assessed value): \$141,615,067

No. G.O. bond debt outstanding. The last G.O. Bond issued was in 1980 for \$4,000,000 to construct the County Detention Center. Outstanding Debt - \$47,560,000 as of June 30, 2017.

## **Awards:**

Government Finance Officers Association (GFOA)  
Certificate of Achievement for Excellence in Financial Reporting  
for the last Twelve consecutive fiscal years: 2006 through 2017.

GFOA Distinguished Budget Presentation Award for the last nine  
consecutive fiscal years: 2009 through 2017.

## **Revenues:**

### **Property Taxes**

Operational Mil Levy (property taxes):

Residential: 6.545 mils out of an allowable 11.85

Non-Residential: 8.5 mils

Payment In Lieu of Taxes (PILT) Funding:

Generated \$2,272,465 in FY2017

Gross Receipts Taxes - GRT Rate as of January 1, 2018 is 6.5625%

GRT Taxes imposed within only the unincorporated areas of the  
County as of January 1, 2018 - .375%

GRT Taxes imposed within the municipalities and unincorporated  
areas of the County as of January 1, 2018 - 1.4375%

1/16% (.0625) General Operations (county-wide)

1/8% (.1250) General Operations (county-wide)

1/8% (.1250) Indigent Fund (county-wide)

1/4% (.2500) Fire Protection (unincorporated area of the county)

1/8% (.1250) Environmental (unincorporated area of the county)

1/8% (.1250) General Operations dedicated to Juvenile & Adult  
Detention Centers (county-wide)

1/8% (.1250) Correctional (county-wide)

3/16% (.1875) Communication/EMS (county-wide)

1/16% (.0625) County Health Care (county-wide)

1/4% (.2500) County Hold Harmless (county-wide)

San Juan County historically received the majority of its revenues from property taxes assessed only on property owners within San Juan County. In response to legislative requests to the State by counties to fund “unfunded” mandates, the State gave counties a mechanism to raise revenues to meet those needs – gross receipts taxing authority. San Juan County chose to implement gross receipts taxes to relieve the burden on the property owner and spread the taxes equitably among all citizens and visitors to San Juan County.

**Expenditures:**

FY 17-18 General Fund Expenditure Budget:	\$29,661,713
FY 17-18 Total Expenditure Budget:	\$132,420,545



**FIRE DEPARTMENT  
209 South Oliver  
Aztec, NM 87410  
505-334-1180**

FY 17-18 Budget:     \$7,259,719  
Staff:                   14

The department consists of 10 Districts with 23 fire stations and one central administrative office  
231 professional volunteer fire fighters  
The department responded to 7,164 calls in 2017.

Note – San Juan County Fire Department (SJCFCF) transferred operations of three departments (Shiprock, Newcomb and Ojo Amarillo) to the Navajo Nation Fire and Rescue Department on October 4, 2016. SJCFCF also consolidated the Blanco and Navajo Dam Fire Districts into one District in 2016.

## **Responsibilities**

Provides structural and wildland fire suppression as well as basic EMS services to the citizens of San Juan County and investigates fires resulting in a major loss. The volunteer firefighters are also trained in vehicle extrication and technical rescue services that include High Angle Rescue, Swift Water Rescue and a Dive Team. The department is also active in providing educational programs on fire safety and prevention.

The volunteer fire fighters save the citizens of San Juan County approximately \$6,000,000 a year.

The Fire Department is funded, in part, through a 1/4% gross receipts tax imposed within the unincorporated areas of the county.

The first volunteer fire departments in San Juan County were established in 1962. The volunteer fire departments, along with the County Fire Marshal, were consolidated in 2001 to create the San Juan County Fire Department. San Juan County Fire Department is responsible for providing service to more than 4,000 square miles in San Juan County as well as providing mutual aid coverage to portions of Sandoval and Rio Arriba Counties.

# **GEOGRAPHIC INFORMATION SYSTEMS**

**100 South Oliver  
Aztec, NM 87410  
505-334-4310**

FY 16-17 Budget:     \$423,422  
Staff:                   1

## **Responsibilities**

The Geographic Information Systems (GIS) Department is a technology-oriented department that assists San Juan County departments and citizens with mapping and data support. GIS is a highly-technical field that is used for analysis and displaying of information through maps.

The Geographic Information Systems (GIS) Department is responsible for managing and maintaining San Juan County's mapped data. By using advanced database software, the GIS Department supports high-performance management of large map datasets, allowing multi-user editing of data. Internet mapping allows the GIS Department to provide citizens and County employees access to current map data required for daily tasks via the internet.

## **Services Available**

- Interactive Web Maps
- Static Maps
- Data Download
- GPS Data and Equipment
- Aerial Imagery
- Custom Maps
- Map Books
- Integration of GIS Services with other Agencies
- General GIS Services

[Look for our new web site!](#)

## HEALTH CARE ASSISTANCE PROGRAM

100 South Oliver  
Aztec, NM 87410  
505-334-4288

FY 2017-2018 Budget:       \$5,968,966  
Staff:                           1

### Responsibilities

The Health Care Assistance (HCA) Program was established by law, which gives San Juan County the responsibility for the provision of health care services to indigent county residents. The HCA Program is a medical-assistance program funded by a 1/8th of one percent of County Gross Receipts Tax and is administered by the Board of County Commissioners who sits as the Indigent Hospital and County Health Care Board.

From July 1, 2016 through June 30, 2017, the Health Care Assistance Program assisted 587 residents of San Juan County, processing 1322 claims.

FY17 San Juan County claim & contract expenditures:	\$ 1,258,004.75
FY17 Safety Net Care Pool	\$ 2,798,521.32
FY17 County Supported Medicaid	\$ 1,825,445.43

## **QUALIFICATIONS:**

### **Residency**

The claimant must be a San Juan County resident for a minimum of 90 days (three months) immediately prior to date of service. Proof of residency is required.

Income limits – Cannot exceed 200% Federal Poverty Level (FPL)  
Proof of income for 12 months immediately prior to date of service is required.

Household of 1 - \$ 24,120

Household of 2 - \$ 32,480

Household of 3 - \$ 40,840

Household of 4 - \$ 49,200

Household of 5 - \$ 57,560

Household of 6 \$ 65,920

Add \$ 4,180 for each additional household member

### **Liquid Asset limits**

Proof of Liquid Assets/Resources is required.

Household of 1 - \$5,000

Household of 2 or more - \$10,000

The HCA Program will not provide assistance to anyone who qualifies for Medicaid. Please inquire with the NM Income Support Division to determine if you qualify for Medicaid. A denial letter from the Medicaid office may be requested.

### **How do I apply?**

Applications may be downloaded from the website at [www.sjcounty.net](http://www.sjcounty.net). A personal interview is required as part of the application process. Contact the HCA Program to schedule an appointment.

### **What medical services are covered?**

Covered services include in-patient and out-patient hospital services, ambulance services, primary care, prescriptions, dental, drug and alcohol rehabilitation, out-patient mental health services, home health, and hospice services. Health care services that may be covered by the HCA Program must be provided by a participating hospital or non-profit facility approved by the Board and as defined in the Indigent Health Care Act, Section 27-5-4 NMSA 1978 Comp.

**HOUSING AUTHORITY**  
**7450 East Main Street**  
**Farmington, NM 87402**  
**505-334-4544**

FY 17-18 Budget: (\$1,354,588.00 estimated)  
Staff: 2 full time - 1 intern

**Responsibilities**

San Juan County receives federal funds from the U.S. Department of Housing and Urban Development (HUD) to administer the Section 8 Voucher Program and the VASH Voucher Program for homeless veterans. The Housing Authority provides low income families, elderly or disabled residents of San Juan County (excluding the reservation), and homeless veterans with housing vouchers that enable them to afford decent, safe and sanitary housing.

The Housing Authority will enter into a contract with the landlord to provide housing assistance payments. If the landlord fails to meet the owner's obligations under the lease, the Housing Authority has the right to terminate assistance payments. The Housing Authority must re-examine the family's income and composition annually and must inspect each unit to ensure that it meets housing quality standards.

## HUMAN RESOURCES

305 South Oliver  
Aztec, NM 87410  
505-334-4522

FY2019 Budget: (TBD)

Staff: 7

### **Services & Responsibilities**

**Administration** – Create innovative approaches to effectively manage and capitalize on the strengths of County employees and their ability to contribute to the accomplishment of work goals. Prompt and courteous customer service and teamwork is the goal of every HR employee.

**Salary Administration** – To maintain and administer the compensation system to ensure a system of pay equity based on level and complexity of job functions.

**Employee Relations** – Provide invaluable guidance and assistance to management staff for a consistent and fair process compliant with applicable Federal and State employment laws. Promote collaborative relationships between management and employees.

**Recruitment** – Serve as a successful processing center to attract and retain the best qualified and diverse workforce based on the disposition of fair treatment, personal development, recognition, and competitive compensation. We have established a method of measurement through applicant tracking and analyzing staffing trends for an effective recruitment process.

**Staff Development & Training** – Provide comprehensive in-house training program that promotes professional development and compliant training requirements.

**Benefits Administration** – Ensure that employees are well informed and successfully enrolled in eligible benefits. Provide a competitive and affordable benefits package for current and potential employees. Provide Wellness Initiatives that promote a healthy workforce.

## *San Juan County Human Resources Annual Labor Report – 2017*

Approved Full-Time Positions	672	Employees Hired in 2017	139
Average Active Employees	620	Job Recruitments in 2017	150
Turnover Rate-Separations 2017 Year End	21.19%	Total Applicants for 2017	3,185
Employees Retired in 2017	16	Lives Covered by Medical Insurance	1,245

### *San Juan County Employee Demographics*

Male Employees	375	Female Employees	245
Male-Minority	115	Female-Minority	108
Average Age Active Employees	42.14	Average Years of Service	6.714



## **INFORMATION SERVICES**

**100 South Oliver  
Aztec, NM 87410  
505-334-4293**

FY 16-17 Budget:     \$1,187,525  
Staff:                     9

### **Responsibilities**

The Information Services Department is responsible for maintenance of 55 servers and 822 PCs, San Juan County's website and the VOIP phone system

WAN (Wide Area Network) provides connectivity to various offices including: Parks and Facilities at McGee Park, DWI, Compliance, Public Housing Authority, San Juan Water Commission, Juvenile Services Facility and Adult Detention Center

Provides technical support to the Board of County Commissioners, Clerk's Office, Assessor's Office, Treasurer's Office, CEO, Legal, DWI, Juvenile Services Facility, Adult Detention Center, Compliance Program, Public Housing Authority, Parks and Facilities at McGee Park, Vector Control, Traffic, Public Works, Human Resources, Central Purchasing, Community Development, Health Care Assistance, Safety and Compliance, and Finance

Provides internet and e-mail access to all County offices

Provides technical application and data base support to various County offices

Provides wireless capability in the Administration Building

Operates and maintains a print shop for the County

**JUVENILE SERVICES CENTER**  
**851 Andrea Drive**  
**Farmington, NM 87401**  
**505-324-5800**

FY 17-18 Budget:       \$3,49,848  
Staff:                    50

Capacity:            Secure Detention - 47 beds  
                          Emergency Crisis Shelter - 16 beds  
                          Residential Treatment Center - 16 beds

Per Diem Rate: \$231 (Detention)  
                      \$ 85 (Crisis Shelter)  
                      \$420 (Treatment)

### **Responsibilities**

The Juvenile Services Center provides a “one-stop” location inclusive of Juvenile Detention, District Court, CYFD/Juvenile Probation Office, Juvenile Residential Treatment Center, Crisis Shelter and Assessment Center.

San Juan County Juvenile Services is specifically responsible for Juvenile Detention, Crisis Shelter, Assessment Center and Residential Treatment Centers. The detention component is responsible for the care and custody of juveniles placed on a detention hold by CYFD/ Juvenile Probation Office, a District Judge, or for adjudicated juveniles committed to CYFD for up to two (2) years as part of a long-term contract with CYFD.

The emergency Crisis Shelter is a 16-bed emergency crisis shelter for adolescents in need of emergency shelter. The Crisis Shelter is used as a temporary 72-hour option for adolescents in need of respite or shelter. The Juvenile Assessment Center provides intervention and assessment of at-risk juveniles in order to divert the juvenile and families into a community-based program.

The Adolescent Residential Treatment Center is contracted with Presbyterian Medical Services (PMS) to provide residential treatment services for adolescents with co-occurring diagnosis (substance abuse/mental health).

**LEGAL**  
**100 South Oliver**  
**Aztec, NM 87410**  
**505-334-4301**

FY 16-17 Budget:     \$659,683  
Staff:                   4

The Legal Department represents San Juan County, the Board of County Commissioners, and other elected officials in legal matters and provides legal advice and assistance to the County Executive Officer and staff. The Legal Department also provides legal advice and assistance to the San Juan Water Commission, the San Juan County Communications Authority, and the Criminal Justice Training Authority. The Legal Department does not provide legal advice or assistance to the general public on private legal matters.

**PARKS & FACILITIES**  
**#41 County Road 5568**  
**Farmington, NM 87401**  
**505-325-5415**

FY 17-18 Budget:      \$3,965,127  
Staff:                      55

**Maintenance:**

San Juan County Parks and Facilities is responsible for the maintenance, custodial care and landscaping for 126 County buildings and structures. The Department also does various construction projects, cabinetry work, welding and other additional services. These services range from maintenance and updating of the San Juan County parade float and setting up the County Christmas tree to assisting the County Clerk's Office with elections.

The County Administration Building is the largest complex maintained by Parks & Facilities. The department also maintains the Detention Facilities, Senior Citizen Centers, 11th Judicial District Court buildings, Health offices, District Attorney's Office, Health Buildings, Sheriff's Substations and over 20 Fire Stations and San Juan County Communications Authority. These facilities stretch from Huerfano, south of Bloomfield, to Navajo Dam, north on the La Plata Highway, and west to Waterflow.

## **McGee Park:**

Parks & Facilities also operates and maintains the 125-acre McGee Park Complex. This multi-use venue consists of:

Multi-Use Building with over 17,000 square feet of meeting/  
banquet space

A 49,500 square foot Convention Center with a seating capacity of 3,000

A 68,000 square foot Memorial Coliseum with stadium seating capacity of 5,137

576 RV spaces with electric and water hookups

450 horse stalls / pony pens

Indoor arena

Outdoor arena

Various animal barns

McGee Park staff promotes, schedules, coordinate, sets up and tears down plus provides staffing to support over 600 events per year.

This facility handles a wide range of events, ranging from small meetings to large, multi-day events. Some of the largest events include the San Juan County Fair, the Jordan World Circus, San Juan College Contest Pow wow, the Four Corners Oil and Gas Show, Durango Kennel Clubs – All Breed Conformation, Obedience and Rally Trails, RV rallies and Arenacross. McGee Park also hosts over 20 rodeos per year and numerous other equine events, such as roping, barrel race, and cutting events.

## **Parks:**

Parks and Facilities also maintains the Lee Acres Park in Farmington and Lions Park in Kirtland.

**PROBATE JUDGE  
100 South Oliver  
Aztec, NM 87410  
505-334-9471  
Toll Free 1-800-956-0900**

FY 16-17 Budget:     \$46,114  
Staff:                     1

**Responsibilities**

The Probate Judge is an elected official position. The Probate Court is a court of limited jurisdiction and only has jurisdiction over informal probates. The New Mexico State Constitution defines the jurisdiction as “Admission of a Last Will and Testament to Informal Probate.” The Probate Judge may informally make appointments of personal representatives to an estate and upon a verified application of a personal representative, issues a certificate that the personal representative appears to have fully executed an estate.

Number of Probates filed between January 1 and December 31,  
2016: 177

**PUBLIC WORKS**  
**305 South Oliver**  
**Aztec, NM 87410**  
**505-334-4520**

FY 16-17 Budget:       \$6,731,860

Staff:

84 full-time

6 temporary

4-8 inmate laborers used per day

### Responsibilities

The Public Works Department is comprised of six (6) divisions, as follows:

Construction Division has the primary responsibility for road construction/reconstruction, large drainage projects and heavy maintenance projects. The Construction Division also handles the Community Cleanup Program. . In 2017, they completed 51 cleanups and hauled 28 mobile homes/large items to the landfill, for a total of 945 tons of material to the landfill.

Maintenance Division has the responsibility for the day-to-day maintenance needs of the road system such as pothole repair, culvert repair, cleaning of cattle guards and road grading.

Shop Division provides repairs and preventive maintenance for County vehicles and other types of powered equipment. In 2016, the number of vehicles maintained was 440 light vehicles, 48 heavy duty trucks and 126 pieces of operating equipment. The Shop completed 1,789 repairs and services in 2017.

Vector Control provides services to the community in spraying for mosquitoes, larviciding (the control of mosquito larvae in ponds, ditches, and standing water), prairie dog and gopher abatement, sweeping and mowing along County roads, and weed control.

Traffic Division has the responsibility for maintenance of traffic-control devices and work-zone traffic control for construction and maintenance projects.

Road Highlights:

County maintained----- 745.76 miles  
(Also 19 bridges)

Commission District 1----- 89.95 miles  
(Wallace Charley)

Commission District 2----- 442.76 miles  
(Margaret McDaniel)

Commission District 3----- 123.21 miles  
(Jim Crowley)

Commission District 4----- 28.76 miles  
(Jack Fortner)

Commission District 5----- 61.47 miles  
(John Beckstead)

Solid Waste is responsible for the operation and maintenance of 12 transfer stations. This division is responsible for hauling trash from these sites seven days a week.



## **Solid Waste Highlights:**

San Juan County Regional Landfill is situated on 160 acres with a Patent from the State of New Mexico.

The landfill has approximately a 50-year life span.

San Juan County has a lifetime contract with Waste Management to operate the landfill.

San Juan County pays Waste Management on a per-ton basis for disposed waste.

Recycling services are offered at all 12 transfer station locations. In 2017, 700.73 tons of material was recycled, saving the County \$38,744.36.

Over 212,616 vehicles go through the transfer stations annually.

Community Resources, a section of the Solid Waste Division, utilizes trustee labor provided by the Detention Center to perform roadside litter pickup, roadside vegetation removal and other community service projects. In 2017, 940 inmate workers completed a total of 7,884.5 hours, equating to a value of \$59,135.75. Inmates picked up 167.05 tons of trash on 363.11 miles of County and State roadways.

## **RIVERVIEW GOLF COURSE**

**64 County Road 6520**

**Kirtland, NM 87417**

**505-598-0140**

FY 7-18 Budget: \$,108,629

Staff: 11

### **Responsibilities**

Operation and management of the Riverview Golf Course, an 18-hole golf course acquired by San Juan County in March 2010.

### **Golf Course Facts:**

18-Hole Championship Golf Course - Par 72

#### Practice Facilities:

50-Station Driving Range, Pitching Green, and two Putting Greens  
Golf Academy swing analysis with Flight Scope launch monitor for personal instruction

Grill with breakfast and lunch menus

Home of the First Tee Program for Northwestern New Mexico impacting 8,000 youth annually

Annually Hosts Junior PGA Tournaments and Four Corners High School District Events

Home Course for Kirtland Central High School, Shiprock High School, and Shiprock Northwest High School Golf Programs

22,534 rounds of golf played annually

200 Annual Pass Holders

Hosts 20-30 tournaments annually

Home of the first 18-hole AFGL accredited Foot Golf course layout with green fee and play schedules

## **History:**

The golf course was originally opened for play in 1960 as a nine-hole facility by El Paso Natural Gas Company for employees and family members only. The golf course was given to San Juan College in 1990 and opened to the general public. An additional nine holes was constructed in 1997. San Juan College turned over management of the course to Central Consolidated School District (CCSD) in 2006. CCSD operated the golf course until March 2010 when San Juan County took responsibility for the future development and management of this championship golf course.

## **SAFETY & COMPLIANCE**

**100 South Oliver  
Aztec, NM 87410  
505-334-4514**

FY 17-18 Budget:     \$147,519  
Staff:                     1

The Safety & Compliance Department is responsible for the overall safety program for the County. Training in OSHA regulations, EPA standards and various other safety standards is provided for County employees by the Safety & Compliance Department.

### **Training Provided:**

Conducted two (1) OSHA 30-hour Certification sessions  
NSC initial 6/8-hour defensive driving – 4 classes  
NSC 4-hour defensive driving recertification – 2 classes  
First Aid/CPR – 2 classes  
Weekly NMAC RAP training  
ADA 1/2-day training – 3 sessions

OSHA 1910 & 1926 Regulations interpretations were provided as needed

### **Services Provided – Inspections:**

Monthly inspection of construction projects  
NMAC workers' compensation annual inspection  
Travelers Risk Management inspection  
OSHA Consult visit on the facilities of Public Works and

### **Parks & Facilities**

The Safety & Compliance Department will continue to focus on training and inspections. Over the past two years, there have been a number of OSHA regulations that have been updated and revised. The Safety & Compliance Manager will be working to update the County's safety policies to reflect those changes.

**SHERIFF'S OFFICE**  
**211 South Oliver**  
**Aztec, NM 87410**  
**505-334-6107**

FY 16-17 Budget:        \$12,784,886

Staff:

- 102 Certified & Commissioned Law Enforcement Personnel
- 24 Civilian Employees
- 2 Animal Control Officers
- 2 Mechanics

**Responsibilities**

The Sheriff's Office is responsible for providing a full spectrum of public safety services including law enforcement, civil process, prisoner extradition and animal control.

The Administration Division of the SO includes the Sheriff and his command staff, records and property, training, evidence, public information officer/ community liaison, computer technicians, mechanics and other civilians.

Court Services provides for all court-related services such as civil processing, court security, and prisoner transport and extradition.

Patrol provides for 24-hour uniformed law enforcement protection.

Detectives conduct follow-up investigations on Patrol or division-initiated cases.

The Sheriff's Office participates in the Region II Narcotics Task Force and the U.S. Marshall Southwest Investigative Taskforce along with members of the Farmington Police Department and assorted Federal agencies. The Sheriff's Office operates and maintains two helicopters. Use of the helicopters is offered to all public safety agencies in the Four Corners area.

The Sheriff's Office also has a well-trained "Special Weapons and Tactics" (SWAT) Team for use in high-risk missions such as barricaded subjects, hostage situations, and fugitive apprehensions.

**Volunteer Reserve Program:** The San Juan County Sheriff's Office has a Corps of Volunteers, which is a collective group of citizens who wish to partner with the San Juan County Sheriff's Office by volunteering their services while learning more about the internal workings of the Sheriff's Office.

**Minimum Requirements for Volunteers:**

- Must be a United States citizen
- Be 18 years of age or older
- Possess a valid driver's license
- Successfully complete a criminal history check and background investigation
- Pass interview panel

**Examples of the various areas within the volunteer program:**

- Reserve Deputy
- Neighborhood Watch Program
- Women Against Crime
- Shop with Your Cop
- Victim Services

2016 Statistics:

Patrol Division Calls for Service by Type

TOTAL CALLS FOR SERVICE:

(this includes officer-initiated activity) 53,139

Animal Control	2,692
Assault/Battery	584
Burglary/B&E	1,006
Larceny/Auto Burglary	657
Domestic Violence	1,550
Shots Fired/Shooting/Drive-By	251
Traffic Accident	1,112
Officer-Initiated (Traffic Stops)	16,398
Criminal Damage to Property	305
Close Patrol	454
DWI/DUI	471
Missing/Runaway	214
Abandoned 9-1-1 Calls	1,242
All Other	26,203

Patrol Reports & Arrests

Patrol Reports	6428
Citations	8832
DWI Offense Reports	327
Traffic Accidents	503
Juvenile Runaways	84
Juvenile Arrests/Petitions	41
Adult Arrests	2685

**TREASURER'S OFFICE**

**100 South Oliver**

**Aztec, NM 87410**

**505-334-9421**

FY 7-18 Budget:       \$660,678  
Staff:                   7 full-time

**Responsibilities**

Keep account of all monies received and disbursed

Supervise the deposit and safekeeping of all San Juan County funds

Invest County funds prudently in interest-bearing securities allowed under New Mexico State Statutes

Process property tax billing to property owners in San Juan County

Distribute property tax revenues to the various taxing entities in San Juan County, plus taxes due to the State of New Mexico

Balance Treasurer fund revenues and distribution of funds

Prepare ten-year schedule of property taxes receivable for the County's annual financial statements

Issues Manufactured Home Moving Permits

Issues liens and tax releases on Manufactured Homes to MVD

Prepares Monthly Financial Report

Prepares Monthly Treasury Portfolio Report



