

# CABQ GOVERNMENT GUIDE

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## A Brief City History - The Charter

When New Mexico became a state in 1912, Albuquerque extended from High Street to Fifteenth Street and Mountain Road to Cromwell. The mayor then was businessman D.K.B. Sellers, who had also worked vigorously for statehood.

In 1917, during the nation's Progressive Era, Albuquerque became the first city in New Mexico to adopt a commission-manager form of government after voters narrowly approved the charter.

A city charter is a legal document that acts as the "constitution" of a city, outlining the structure of its government, defining the powers and responsibilities of elected officials, and establishing the framework for how the city will operate, essentially serving as a rulebook for local governance based on the community's specific needs and preferences.

The idea was to make government more efficient and professional and less subject to political whim by abandoning the former mayor-aldermen type government; additionally elections became nonpartisan.

City Charter -

<https://codelibrary.amlegal.com/codes/albuquerque/latest/albuqcharter/o-o-o-1>

## Albuquerque's Municipal Government

The Mayor and City Council system, are the municipal government in which a locally elected council is headed by a mayor, either popularly elected or elected by the council



from among its members. In strict usage, the term is applied only to two types of local governmental structure in the United States. In the weak-mayor and council form, the mayor is merely council chairman and has largely only ceremonial and parliamentary functions. In the strong-mayor and council form, which is what we have here in our city, the mayor acts as the chief executive of the city or town, with the prerogative to veto actions of the council.

## The Mayor's Office

A mayor serves as the chief executive of a city government, responsible for overseeing city operations, managing the budget, proposing policies to the city council, and representing the city to the public, with their specific powers varying depending on the structure of the local government (**strong-mayor vs. weak-mayor system**).

### Key points about a mayor's role:

<b>Leadership</b>	The mayor is the primary political leader of the city, setting the overall agenda and vision
<b>Policy Initiation</b>	They propose new policies and legislation to the city council for consideration
<b>Budget Oversight</b>	Mayors often play a key role in developing and managing the city's budget.
<b>Executive Functions</b>	Depending on the government structure, they may directly oversee various city departments like public works, police, and fire services
<b>Community Engagement</b>	Mayors often act as a public face of the city, interacting with residents and stakeholders.
<b>Council interaction</b>	They have veto power over council decisions.



## Important distinction - Strong Mayor vs. Weak Mayor:

### Strong Mayor:

In a strong-mayor system, the mayor has significant executive power, directly overseeing many city departments and having substantial control over the budget.

### Weak Mayor:

In a weak-mayor system, the mayor has less power, often sharing decision-making authority with the city council and having limited administrative control.

## City Council

The Albuquerque City Council acts as the legislative body within a city government, primarily responsible for creating and enacting local laws, policies, and ordinances, including approving the annual budget, setting tax rates, and overseeing the overall direction of the city by establishing goals and priorities; in most council-manager systems, the council appoints a city manager to handle day-to-day operations while the council focuses on policy-making. The council also appoints members of boards and commissions.

### Key points about a city council's role:

<b>Legislative Power</b>	Adopts policies, plans, programs, and legislation Adopts ordinances, resolutions, and other legislation Goals and objectives Sets five-year goals and one-year objectives for the city Reviews and revises the goals and objectives annually
<b>Budget Approval</b>	Reviews, approves, or amends the city budget  Formulates the city's budget in line with its goals and objectives



	Holds public hearings to get input on the budget
<b>Policy Setting</b>	City councils establish the overall direction of the city by setting policy goals and priorities.
<b>Appointments</b>	Appoints members of city committees, commissions, and boards Hires personnel to perform the council's duties
<b>Representation</b>	Council members are elected by citizens to represent their interests and concerns.
<b>Hiring and Oversight</b>	In a council-manager system, the council appoints and oversees the city manager who is responsible for implementing policies and managing day-to-day operations.
<b>Other Duties</b>	Preserves a merit system Complies with all laws, ordinances, regulations, and resolutions of the city Performs other duties as provided in the City Charter Albuquerque has a mayor-council government, with the mayor as the head of the executive branch. The mayor can veto the council's budgetary and legislative actions.

## City of Albuquerque Departments

### **Albuquerque Community Safety**

ACS First Responders provide professional support for behavioral health and quality-of-life crises. If you need help:

Call 9-1-1 for emergencies

Call 3-1-1 for non-emergencies or next-day follow-ups



## **What Kinds of Calls Are Eligible for an ACS Response? ACS Responders address a variety of issues including:**

Behavioral health crises, such as a loved one with a mental health disorder who has become upset and is making threats.

Suicidal ideation, when you or a loved one are thinking of committing suicide and may even have a plan and the means to do so.

Disturbances, such as someone yelling outside a business or people arguing in a public space.

Welfare checks, such as an elderly parent you haven't been able to get ahold of.

Wellness checks, such as a person lying in a median whose safety you're concerned for.

Unsheltered individuals, who need support and connection to services.

Panhandlers, when they are in need of support or are in an unsafe location.

Other crises that do not involve a crime or a medical emergency.

Director: Jodie Esquibel, [ACS@cabq.gov](mailto:ACS@cabq.gov)  
1 Civic Plaza, Rm 1026  
Albuquerque NM 87102  
Telephone: 505-768-4227

Public Information Coordinator: Jorge Hernandez, [jorge.hernandez@cabq.gov](mailto:jorge.hernandez@cabq.gov),  
505-768-3504

### **Animal Welfare Department**

Director: Carolyn Ortega, [caortega@cabq.gov](mailto:caortega@cabq.gov)  
8920 Lomas NE  
Albuquerque, NM 87112  
Telephone: 505-764-1123

Marketing Manager: Desiree Cawley, [dcawley@cabq.gov](mailto:dcawley@cabq.gov), 505-764-1164

### **Arts & Culture Department:**

Albuquerque thrives as a vibrant cultural hub, thanks to the dedicated initiatives of the City's Department of Arts & Culture. Boasting an impressive portfolio that includes 19 Public Library branches, two museums, two performance theaters, a zoo, aquarium, botanic garden, and inviting fishing ponds, our city offers an abundance of attractions for both residents and tourists. Immerse yourself in a tapestry of family-friendly activities, explore a diverse collection of public art, wander through the historic plazas of Old Town, and indulge in the excitement of large scale events like Freedom 4th and the Twinkle Light Parade. With these exceptional offerings and more, our department is



committed to elevating the quality of life in Albuquerque to unparalleled heights for everyone who calls this city home or visits its enchanting landscapes.

The mission of the Department of Arts & Culture is to enhance the quality of life in the City by celebrating Albuquerque's unique history and culture, and providing services, entertainment, programs and collections that improve literacy, economic vitality and learning in state of the art facilities that enrich City life and increase tourism to Albuquerque.

Director: Dr. Shelle Sanchez, [svansanchez@cabq.gov](mailto:svansanchez@cabq.gov)  
City Hall - 6th Floor  
Telephone: 505-768-3556  
Fax: 505-768-2846

Marketing Manager: Tanya Lenti, [tlenti@cabq.gov](mailto:tlenti@cabq.gov), 505-768-3556

### **Aviation Department**

The Albuquerque International Sunport, known for its distinct southwestern architecture and cultural décor, is New Mexico's largest commercial airport, welcoming over 5 million passengers each year. The Sunport boasts a world-class art collection, unique amenities, New Mexican cuisine, and many local artisanal gifts. Served by 8 major carriers, the Sunport offers nonstop service between ABQ and more than 30 destinations, all with worldwide connectivity.

Director: Richard McCurley, [rmccurley@cabq.gov](mailto:rmccurley@cabq.gov)  
2200 Sunport SE  
Albuquerque, NM 87106  
Telephone: 505-244-7700  
Fax: 505-842-4278

Sunport Media Line: Jonathan Small, [jsmall@cabq.gov](mailto:jsmall@cabq.gov), 505-289-0375

### **City Clerk's Office**

The Office of the City Clerk is responsible for the proper preservation, maintenance and availability of public records. We oversee a fair and equitable public finance program. We provide an impartial forum for administrative hearings and support for the Board of Ethics, the Personnel Board, the Intragovernmental Conference Committee, and the Labor Board. We carry out our vision and mission by abiding by the provisions of Federal, State local laws, rules and regulations.

City Clerk: Ethan Watson, [cityclerk@cabq.gov](mailto:cityclerk@cabq.gov)  
Plaza del Sol, 600 2nd NW, 7th floor  
Telephone: 505-924-3650  
Fax: 505-924-3660

Public Information Officer: Cristobal Roybal, [cristobalrocha@cabq.gov](mailto:cristobalrocha@cabq.gov)



## **City Council**

District 1: Louie Sanchez  
District 2: Joaquin Baca  
District 3: Klarissa J. Peña  
District 4: Brook Bassan  
District 5: Dan Lewis  
District 6: Nichole Rogers  
District 7: Tammy Fiebelkorn  
District 8: Dan Champine  
District 9: Renee Grout

Council Director: Isaac Padilla, [iepadilla@cabq.gov](mailto:iepadilla@cabq.gov)

City Hall - 9th Floor

Telephone: 505-768-3100

Fax: 505-768-3227

Public Information Officer: Vincent Higgins, [vhiggins@cabq.gov](mailto:vhiggins@cabq.gov)

## **Office of Civil Rights:**

The Office of Civil Rights (OCR) works to protect the community by prohibiting discrimination in areas of housing, public accommodation, and employment, providing a mechanism for recourse, and providing education to the community. We encourage the recognition of human responsibilities, ensure equal access to public goods and services, and prohibit discrimination on the basis of ancestry, national origin, race (including cultural headdress), color, disability, religion, sex, gender, gender identity, sexual orientation, pregnancy (or conditions related to pregnancy or childbirth), and source of income.

Director: Vacant

City Hall - 4th Floor

Telephone: 505-768-4500

## **Civilian Police Oversight Agency:**

The CPOA is an independent agency of the City of Albuquerque, distinct from City government, City Council, and the Albuquerque Police Department (APD) and is charged with fairly and impartially reviewing and investigating complaints and commendations from community members concerning APD personnel. The CPOA consists of an Administrative Office, led by the Executive Director, and the Civilian Police Oversight Advisory Board (CPOAB).

Executive Director: Diane McDermott, [cpoa@cabq.gov](mailto:cpoa@cabq.gov)

600 2nd NW, Room 813

Telephone: 505-924-3770

Fax: 505-924-3775



**Office of Consumer Protection:**

Unfair business practices, scams and fraud

Director: Mari Kempton  
City Hall - 3rd Floor  
Telephone: 505-768-4596

**Economic Development Department**

Director: Max Gruner  
City Hall - 11th Floor  
Telephone: 505-768-3270  
Fax: 505-768-3280

Marketing and Communications Coordinator: Sara Mannal [smannal@cabq.gov](mailto:smannal@cabq.gov)

**Emergency Management Office**

Director: Michael Riley, [michaelriley@cabq.gov](mailto:michaelriley@cabq.gov)  
Address: 11510 Sunset Gardens SW, 87121-7758  
Telephone: 505-244-8657

**Environmental Health Department**

Director: Director Paul Rogers, [progers@cabq.gov](mailto:progers@cabq.gov)  
City Hall - 3rd Floor  
Telephone: 505-768-2716  
Fax: 505-768-2617

**Office of Equity & Inclusion:**

Mayor Tim Keller restructured the former Human Rights Office into the Office of Equity and Inclusion to better address racial disparities and to achieve equity across all populations and indicators.

The Office of Equity and Inclusion is made up of the following liaison offices in order to build working relationships and make city government more accessible to all:

- Immigrant and Refugee Affairs
- Native American Affairs
- Black Community Engagement
- Financial Empowerment Programs

In addition, the Office of Equity and Inclusion develops and maintains working relationships with LGBTQ and disability community advocates.

Director: Sonya Lara  
City Hall - 4th Floor  
Telephone: 505-768-3307

Marketing & Communications Coordinator: Reed Bobroff, [rbobroff@cabq.gov](mailto:rbobroff@cabq.gov),  
505-549-0543



## **Finance & Administrative Services Department**

Department of Finance and Administrative Services employees aspire to continuously improve and be professional, accountable, effective, responsive, cooperative, and fair, working through transparent processes. Department employees are stewards of the City's assets and maintain the highest levels of integrity and ethics.

### **Budget Process**

The purposes, processes, and structure of the City of Albuquerque budget are defined in the City Budget Ordinance. Each year, the Mayor proposes a Financial Budget to the City Council by April 1. The Council then approves or makes changes to (amends) the budget. The City Council conducts public hearings to allow public input in the budget process. Citizens are encouraged to participate in the Council budget meetings. Please see the City Council schedule for the time and location of a budget meeting.

### **The City's fiscal year runs July 1 to June 30.**

The City's annual budget process begins with the publication of the Five-Year Forecast annually in December. The Five-Year Forecast estimates future revenues and expenditures for the General Fund and the subsidized funds for the current fiscal year as well as future years. The purpose of this forecast is to identify key trends in revenues and expenditures and to provide information about the financial challenges anticipated over the next few years.

### **Financial & Performance Plan**

The City's budget is formulated in two parts – a financial plan and a performance plan. The financial plan is organized by fund, department, and program strategy. Funds are groupings of related accounts that are used to maintain control over resources that have been segregated for specific activities. The performance plan is organized by Goal, desired community condition, and program strategy. These goals are adopted by the Mayor and City Council every 5 years, after significant community input. A goal is a long term result that is further defined by desired community conditions that would exist if the goal were achieved. Desired Conditions are the focus of indicators of progress, formulated and published every two years by a citizen commission, the Indicators Progress Commission. View the latest Albuquerque Progress Report.

### **Annual Objectives**

Annual objectives are also adopted by resolution by the Mayor and City Council. Objectives are specific steps taken by the City for achieving goals. For the most part, objectives should be tangible products or achievements rather than the activities that produce the products. Each objective should be attainable within a specified period of time, preferably within a fiscal year or two consecutive fiscal years.

Executive Assistant to the Department Director: Lisa Lopez, [lal@cabq.gov](mailto:lal@cabq.gov)  
City Hall - 10th Floor  
Telephone: 505-768-3396



**Fire Rescue:**

Albuquerque Fire Rescue is a paid municipal department, of more than 760 uniformed personnel who serve a jurisdiction of more than 189 square miles and an estimated city population of 558,000 and greater metropolitan area population is estimated at 909,906.

Fire Chief: Emily Jaramillo  
11500 Sunset Gardens SW  
Albuquerque, NM 87121  
Telephone: 505-768-9300  
Fax: 505-768-9340

Public Information Officer: Lt. Jason Fejer, [jfejer@cabq.gov](mailto:jfejer@cabq.gov), 505-768-9300

**General Services Department**

Mission Statement; Protect all buildings, facilities, vehicles, transit routes, and property owned by the City of Albuquerque; and respond to calls for service within the City of Albuquerque.

Director: Nathan Martinez  
City Hall - 3rd Floor  
Telephone: 505-768-4684

**Health, Housing & Homelessness**

The Department of Health, Housing, and Homelessness strives to improve the quality of life for everyone in Albuquerque by supporting behavioral health, public health initiatives, affordable housing, and homeless services.

Director: Gilbert Ramírez  
City Hall - 5th Floor  
Telephone: 505-768-2860  
Fax: 505-768-3204

Public Affairs Specialist: Connor Woods, [cwoods@cabq.gov](mailto:cwoods@cabq.gov), 505-768-2809

**Human Resources Department**

The City of Albuquerque provides equal employment opportunity to all individuals regardless of their race, color, creed, religion, gender, age, sexual orientation, national origin, disability, veteran status, or any other characteristic protected by state, federal, or local law.

Director: Ian Stoker, [istoker@cabq.gov](mailto:istoker@cabq.gov)  
City Hall - 7th Floor  
Telephone: 505-768-3700  
Fax: 505-768-3777



**Inspector General's Office:**

Through inspections, reviews, and investigations, the OIG identifies systemic corruption vulnerabilities and recommends improvements to reduce the City's exposure to fraud, waste, and abuse. The Office's goal is to improve the function of City departments to ensure they are effective and efficient for the constituents of Albuquerque.

Melissa R. Santistevan, [mrsantistevan@cabq.gov](mailto:mrsantistevan@cabq.gov)  
City Hall - 5th Floor  
Telephone: 505-768-3150

**Internal Audit Office**

Interim City Auditor: Marisa Vargas, [marisavargas@cabq.gov](mailto:marisavargas@cabq.gov)  
City Hall - 5th Floor  
Telephone: 505-639-3563  
Fax: 505-768-3158

**Legal Department**

City Attorney: Lauren Keefe  
City Hall - 4th Floor  
Telephone: 505-768-4500  
Fax: 505-768-4525

**Management & Budget Office**

Budget Officer: Lawrence L. Davis, [lldavis@cabq.gov](mailto:lldavis@cabq.gov)  
City Hall - 11th Floor  
Telephone: 505-768-3364  
Fax: 505-768-3301

**Mayor's Office**

Mayor: Tim Keller, contact the Mayor's Office  
City Hall - 11th Floor  
Telephone: 505-768-3000  
Fax: 505-768-3019

Director of Public Affairs: Doug Small, [dougsmall@cabq.gov](mailto:dougsmall@cabq.gov)  
Assistant to the Chief Administrative Officer: William Burleigh, [wburleigh@cabq.gov](mailto:wburleigh@cabq.gov)

**Metropolitan Redevelopment Agency:**

The Metropolitan Redevelopment Agency (MRA) is charged with creating and building opportunities for economic development. MRA partners with community leaders, private developers, property owners, and business owners to support vibrant communities in designated Metropolitan Redevelopment Areas.

Director: Terry Brunner, [terrybrunner@cabq.gov](mailto:terrybrunner@cabq.gov)  
100 Arno NE, Suite B  
Albuquerque, NM 87102



Telephone: 505-895-2142

Public Information Officer: Sarah Supple, [ssupple@cabq.gov](mailto:ssupple@cabq.gov), 505-810-7501

### **Municipal Development Department**

We ensure that public infrastructure including roads and buildings are designed and constructed on time and under budget, and support a City where all residents and visitors can thrive.

We are leaders in public works. That means we work to design and build a city where: our roads are well-lit and safe, buildings meet the highest standards, City property is managed and leased to its highest and best use, and to meet the needs of the City; and that there is a parking space for everyone.

Director: Jennifer Turner, JD, [JenniferTurner@cabq.gov](mailto:JenniferTurner@cabq.gov)  
City Hall - 7th Floor  
Telephone: 505-768-3830  
Fax: 505-768-2310

Public Information Officer: Dan Mayfield, [dmayfield@cabq.gov](mailto:dmayfield@cabq.gov), 505-768-3868

### **Parks & Recreation Department:**

Protect, plan, enhance, and maintain a Parks, Major Public Open Space, and Trails System that gives Albuquerque its sense of place.

Promote economic development and tourism by continuing to provide quality, affordable facilities and programs (e.g. Golf, Recreation, Swimming Pools, Parks, Open Space, Balloon Fiesta Park, Shooting Range, and Sporting Events).

Director: David Simon, [dsimon@cabq.gov](mailto:dsimon@cabq.gov)  
1801 4th NW  
Albuquerque, NM 87102  
Telephone: 505-768-5353  
Fax: 505-768-5305

Marketing and Communications Coordinator: Emily Moore, [emoore@cabq.gov](mailto:emoore@cabq.gov), 505-768-5303

### **Planning Department:**

The mission of the City of Albuquerque Planning Department is to protect the health, safety, and welfare of our community. We are dedicated to improving the quality of life for all Albuquerqueans by facilitating transparent, orderly, sustainable, and strategically-placed development.

Director: Alan Varela  
600 2nd NW  
Albuquerque, NM 87102



Telephone: 505-924-3860

Fax: 505-924-3339

Public Information Officer: Tim Walsh, [twalsh@cabq.gov](mailto:twalsh@cabq.gov), 505-924-3937

### **Police Department:**

APD's vision is an Albuquerque where citizens and the police department work together through mutual trust to build a thriving community.

APD's mission is to build relationships through community policing that will lead to reduced crime and increased safety.

Police Chief: Harold Medina, [chiefofpolice@cabq.gov](mailto:chiefofpolice@cabq.gov)

400 Roma NW

Albuquerque, NM 87102

Telephone: 505-768-2200

Fax: 505-768-2331

Public Information Officer: 505-768-3339

### **Senior Affairs Department:**

The Department of Senior Affairs offers a continuum of services designed to support Albuquerque residents as they age, from year 5 to 105! Still, our primary focus remains on helping seniors live with dignity, stay healthy, and engage with their community.

Director: Anna Sanchez

1 Civic Plaza NW, 6th Floor, Rm. 6007

Albuquerque, NM 87102

Telephone: 505-764-6432

Fax: 505-764-3632

Point of Contact:

Senior Information Line: 505-764-6400

Public Information Officer: Victoria Velarde, [vvelarde@cabq.gov](mailto:vvelarde@cabq.gov), 505-768-3620

### **Solid Waste Management Department:**

The mission of the Solid Waste Management Department is to enhance the beauty and quality of life in our city while fostering community involvement and education on recycling practices, ensuring a cleaner, greener, and more vibrant Albuquerque for generations to come.

Director: (William) Billy Gallegos

4600 Edith NE

Albuquerque, NM 87107

Telephone: 505-761-8100

Fax: 505-761-8187



Public Information Officer: Alex Bukoski, abukoski@cabq.gov, 505-761-8134

### **Technology & Innovation Department:**

The following committees review purchases, approve projects, and establish the overall strategy and direction for information systems:

**Technical Review Committee (TRC)** - Performs initial review and approval of all projects and purchases over \$500.

**Information Services Committee (ISC)** - Charged with establishing the overall information systems policy plus the review and approval of all large projects and purchases over \$25,000.

Director: Mark Leech, mleech@cabq.gov  
City Hall - 2nd Floor  
Albuquerque, NM 87102

Digital Engagement Manager: Erika Eddy, eeddy@cabq.gov, 505-768-3723

### **Transit Department:**

Department Goals; Provide visible and attractive alternatives to the use of the single occupant vehicle. Optimize the efficiency of all department operations to maximize efficient use of taxpayer dollars. Pursue an aggressive market development and education program to enhance public awareness of the availability and benefits of alternative transportation.

Director: Leslie Keener, lkeener@cabq.gov  
Alvarado Transportation Center  
100 1st SW  
Albuquerque, NM 87102  
Telephone: 505-724-3100

Transit Department Public Information Officer: Madeline Skrak, mskrak@cabq.gov, 505-764-8956

### **Violence Intervention Program (VIP):**

The Violence Intervention Program (VIP) is a gun violence reduction program that focuses on those at highest risk for becoming part of the gun violence cycles in the City. VIP Program implementation began in late March 2020, in the midst of the pandemic. The first year was a pilot year where multiple components were implemented. Components encompass a public health approach to gun violence reduction and a focused deterrence law enforcement approach to gun violence.

Project Manager: Gerri Bachicha, gbachicha@cabq.gov  
2040 4th St NW  
Albuquerque, NM 87107  
Telephone: 505-768-4983



Public Information Officer: Gilbert Gallegos, 505-768-2200

**Youth & Family Services:**

The Department of Youth and Family Services provides quality early learning, education, and recreation to promote healthy aging and improved quality of life for the entire Albuquerque Community.

Director: Katarina Sandoval, [kasandoval@cabq.gov](mailto:kasandoval@cabq.gov)

City Hall 6th Floor

Telephone: 505-767-5804

Public Affairs Specialist: Brianna Gallegos, [bgallegos@cabq.gov](mailto:bgallegos@cabq.gov)