

**BERNALILLO COUNTY**

**BOARD OF COUNTY COMMISSIONERS**

**ORDINANCE NO. 2012-25**

**AN ORDINANCE PROVIDING FOR OPENNESS AND TRANSPARENCY IN COUNTY GOVERNMENT**

**Chapter 2- Administration, Article 1- General**

**Section 2-1 Declaration of Policy**

Bernalillo County is a political subdivision of the State of New Mexico, operating on behalf of the residents of Bernalillo County and funded primarily through property and gross receipts taxes. All elected officials and employees of Bernalillo County derive their mission and authority from the taxpayers of Bernalillo County. It is the right and obligation of taxpayers and voters of Bernalillo County to participate in their government in order to hold public officials accountable. Public access to information and records generated by government institutions is essential to government's accountability to the public. It is the intent of the Bernalillo County Board of Commissioners to provide ready access to public documents, information and records.

**Section 2-2 Internet Transparency Portal**

Bernalillo County has created an Internet transparency portal which provides the public with searchable access to public records, which is generally referred to as a "Sunshine Portal" and which Bernalillo County has named Bernco View. Bernco View will provide access to information and/or documents including, but not limited to:

- (a) A complete County employee listing, which shall include all full and part-time employees and elected officials, containing the employee name, job title, department, supervisor, annual compensation, annual total compensation including benefits, and year-to-date compensation. Bernco View shall also provide access to postings of all job descriptions.
- (b) A complete copy of every collective bargaining agreement between the County and any recognized bargaining units.
- (c) A complete listing of contracts between the County and any contractor, vendor or service provider that includes a brief description of the scope of work, contractor name, contractor's principal name, amount of contract, term of contract with start and end dates, amendments to contract including any changes in scope, term or amount of contract. Contract listing shall also include a link to the signed and executed contract, as well as any amendments to the contract. This listing will include all active and completed contracts that are currently in electronic form. Records not currently in electronic form shall be added to this listing as soon as is practicable.

**CONTINUATION PAGE 2, AN ORDINANCE PROVIDING FOR OPENNESS AND  
TRANSPARENCY IN COUNTY GOVERNMENT**

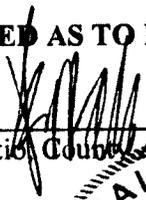
- 1 (d) A complete listing of all County real estate holdings including name of the County  
2 department using the facility or name of the tenant leasing or subleasing a facility,  
3 property, a building or part of a building from the County, percentage of total space  
4 occupied, property address and estimated property value. Listing shall include links to  
5 executed tenant lease agreements.  
6
- 7 (e) A County check register or “checkbook” to include payee name, contract reference, if  
8 any, description of purchase, date and amount of payment.  
9
- 10 (f) All department budgets and budgets of County elected officials including year-to-date  
11 expenditures, percentage above/below appropriated budget and department purchases.  
12
- 13 (g) County budget as proposed, including any administrative changes made during the  
14 budget year.  
15
- 16 (h) Agendas, meeting dates and minutes for County boards, committees and commissions  
17 formed and appointed by the Board of County Commissioner.  
18
- 19 (i) A searchable listing of frequently requested documents where documents that have been  
20 requested under the Inspection of Public Records Act will be made available for quick  
21 access.  
22
- 23 (j) A “As Built” agenda section for the Board of County Commission meetings that makes  
24 proposed agenda item titles immediately available to the public as the meeting agendas  
25 are built. Listing should clearly indicate whether it has been finalized for the indicated  
26 meeting. Said finalization of the agenda will occur no later than specified by the Board  
27 of County Commissioners’ Open Meetings Resolution adopted annually by the Board of  
28 County Commissioners.  
29
- 30 (k) To provide for increased accountability, all agenda items included for consideration or  
31 action by the Board of County Commissioners will include name of the commissioner,  
32 elected official, department director or manager proposing the item.  
33
- 34 (l) Inspection of Public Records Act (IPRA) requests will be handled in a manner that is in  
35 compliance with New Mexico law keeping in mind the board of County commissioners’  
36 intent with respect to the disclosure of public information. Those individuals processing  
37 IPRA requests shall not assert a claim for exemption that is not supported by law.  
38
- 39 (m) Redactions to public records will be accompanied by an explanation citing the specific  
40 IPRA exemption for said redaction. It is the policy of the County that items will only be  
41 redacted where such authority is provided for or required by state or federal law, in cases  
42 of pending litigation, in cases where dissemination of information could result in identity  
43 theft, or where there is a compelling reason to assert a countervailing public policy.  
44

CONTINUATION PAGE 3, AN ORDINANCE PROVIDING FOR OPENNESS AND  
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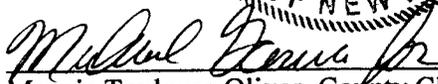
1 DONE this 13 day of November 2012.

2  
3

4 APPROVED AS TO FORM

5   
6 Randy Autio, County Attorney

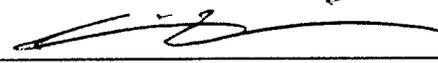


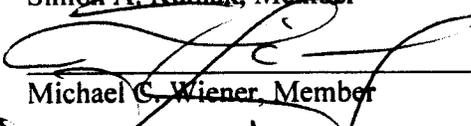
7  
8  
9  
10  
11 ATTEST:  
12   
13 Maggie Toulouse Oliver, County Clerk  
14  
15

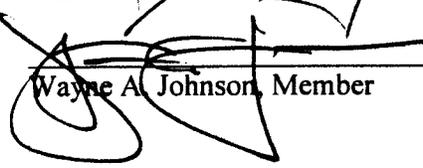
BOARD OF COUNTY COMMISSIONERS

~~\_\_\_\_\_~~ "Voted No"  
Art De La Cruz, Chair

"Voted No"  
Maggie Hart Stebbins, Vice Chair

  
Simon A. Kubiak, Member

  
Michael C. Wiener, Member

  
Wayne A. Johnson, Member