

**Priority:** Accountability **Lead Agency:** County Management  
**Program Offer Type:** Support **Program Contact:** June Tilgner  
**Related Programs:** 72036, 72037, 72038, 72039, 72040, 72041, 72042, 72043, 72044, 72045, 72046, 72047, 72048A, 72049

**Program Characteristics:**

**Executive Summary**

Division of Assessment, Recording & Taxation (DART) Applications Support Program supports the applications used by all of the DART's linked programs. Responsibilities include tax roll calculation and certification, tax statement production, requests for information and data files from both internal and external sources, and supporting the DART application users.

**Program Description**

DART's Application Support Program performs the functions that support the certification of the annual tax roll, including calculating tax rates and taxes, producing tax statements, and producing reports required by the Oregon Department of Revenue. In addition to certifying the annual tax roll, the Program responds to requests for information and data files from both internal and external sources. The Program manages the working relationship with the application software and hardware vendors, as well as the County Information Technology Division; including consulting on contract formulation and implementation support. The Program answers user questions, resolves problems, and provides advice on the effective use of the DART's business application systems.

**Program Justification**

DART Application Support Program provides support for the linked programs that rely on DART's business applications to perform their program functions. The program is responsible for calculating the property tax roll and creating tax statements, which are mandated functions of the supported programs. As a result the program assists in answering public and media questions about property tax bills, contributing to the accountability factor of the public's perception of fairness in assessing and collecting property taxes. The program manages and provides electronic access to property tax data for over 1,500 users external to A&T that use the data to conduct their business and governmental functions.

**Performance Measures**

Measure Type	Primary Measure	Previous Year Actual (FY07-08)	Current Year Purchased (FY08-09)	Current Year Estimate (FY08-09)	Next Year Offer (FY09-10)
Output	Number of Requests & Support Activities Completed	0	0	0	6,500
Outcome	% of Requests Associated with Program Revenue	0.0%	0.0%	0.0%	7.0%

**Performance Measure - Description**

✔ **Measure Changed**

The Number of Requests & Activities Completed is a new performance measure for FY10. One Activity represents a single request or contact, even if that request is for 5 data files to be created and sent to the client. The percent of Requests Associated with Program Revenue is also a new measure, indicating the portion of the program's work activities associated with a portion of our revenue.

## Legal/Contractual Obligation

This program supports the Division of Assessment, Recording & Taxation in its compliance with Oregon Revised Statutes (ORS) Chapters 92, 205, 294,305-312, and 321. Additionally, ORS 306.115 assigns statewide general supervision of the property tax system to the Oregon Dept. of Revenue (DOR). Through the "County Assessment Function Funding Account" (CAFFA Grant) process described in ORS 294.175 the DOR determines the acceptable level of assessment & taxation staffing. The DOR has determined staffing levels are at the minimally acceptable level to perform the A&T function. Any reduction to this program may jeopardize this grant revenue.

## Revenue/Expense Detail

	Proposed General Fund	Proposed Other Funds	Proposed General Fund	Proposed Other Funds
	2009	2009	2010	2010
<b>Program Expenses</b>				
Personnel	\$595,754	\$0	\$603,588	\$0
Contracts	\$8,150	\$0	\$8,250	\$0
Materials & Supplies	\$257,744	\$0	\$285,118	\$0
Internal Services	\$120,513	\$0	\$117,370	\$0
Capital Outlay	\$12,000	\$0	\$12,000	\$0
Subtotal: Direct Exps:	<b>\$994,161</b>	<b>\$0</b>	<b>\$1,026,326</b>	<b>\$0</b>
Administration	\$0	\$0	\$0	\$0
Program Support	\$0	\$0	\$0	\$0
Subtotal: Other Exps:	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Total GF/non-GF:	<b>\$994,161</b>	<b>\$0</b>	<b>\$1,026,326</b>	<b>\$0</b>
Program Total:	<b>\$994,161</b>		<b>\$1,026,326</b>	
Program FTE	5.00	0.00	5.00	0.00
<b>Program Revenues</b>				
Fees, Permits & Charges	\$90,000	\$0	\$50,000	\$0
Intergovernmental	\$151,200	\$0	\$216,600	\$0
Program Revenue for Admin	\$0	\$0	\$0	\$0
<b>Total Revenue:</b>	<b>\$241,200</b>	<b>\$0</b>	<b>\$266,600</b>	<b>\$0</b>

## Explanation of Revenues

Through participation in the State funded CAFFA Grant approximately 25% of actual expenditures are reimbursed. Additional program revenue is from fees for access to Assessment & Taxation information (subscription website user fees) and requests for A&T Data files. Remaining support is from General Fund revenues.

## Significant Program Changes

✔ Significantly Changed

**Last year this program was:** #72043, DCM - A&T-Applications Support

Last year this program included Data Operations functions. Due to a reorganization of the division, the Data Operations functions are described in a separate Program Offer (#72049).