



**Program #72031 - DART Personal Property Assessment** FY 2024 Department Requested

**Department:** County Management **Program Contact:** Tim Mercer  
**Program Offer Type:** Existing **Program Offer Stage:** Department Requested  
**Related Programs:**  
**Program Characteristics:** In Target

**Executive Summary**

The Personal Property Assessment Program, within the Division of Assessment, Recording, and Taxation (DART), is responsible for processing all taxable Business Personal Property returns received. Personal Property represents 3% of the value upon which taxes are levied for the benefit of all Multnomah County taxing districts.

**Program Description**

The Personal Property Assessment Program’s goal is to ensure proper filing amongst all businesses within the county, to create assessment records for new taxable business Personal Property accounts, and to maintain the Real Market Value and Maximum Assessed Value of all taxable business Personal Property accounts.

Oregon Revised Statutes require annual filings of the Confidential Personal Property Return form from businesses in the county for property tax purposes. The Personal Property Assessment Program reviews those returns (approximately 22,000 businesses annually) for accuracy & completeness and applies appropriate depreciation factors to each business asset on each return. Technicians in this program also conduct research and discovery of new businesses and assets omitted from the assessment roll. Appraisals are performed to defend values under appeal. Technicians in this program also conduct account maintenance including ownership information, address information, and more. This program also conducts significant outreach, communication, and education efforts to help taxpayers understand their obligations and to assure the assessment records are accurate.

Under the Measure 50 tax limitation measure, there is no assumption of a 3% increase in personal property taxable value; instead, each business is required to annually report existing taxable property. Failure to monitor this process will result in the loss of taxable assessed value and tax revenue. Accurate values maximize the level of tax assessment allowed under Measure 5 and Measure 50 tax limitation measures.

Most directly this program works with the business representatives of Multnomah County. Indirectly, this program serves the work of property tax assessment. Property taxes account for more than 60% of the County's General Fund revenues. The program has recently taken steps to better serve non-English speaking business representatives, by translating informational documents into multiple languages.

**Performance Measures**

Measure Type	Primary Measure	FY22 Actual	FY23 Budgeted	FY23 Estimate	FY24 Offer
Output	Number of Accounts Processed, Coded and Valued	15,256	15,900	15,157	15,200
Outcome	Assessed Value in Millions of Personal Property Value Placed on the Tax Roll	\$2,706	\$2,700	\$2,706	\$2,700
Efficiency	Percentage of Accounts Filing Electronically	17.5%	19%	18.4%	19%

**Performance Measures Descriptions**

Due to the impacts of COVID-19 on the business community, we expected a spike in business closures in FY 2021 & FY 2022, but that did not materialize. Filings have remained fairly consistent pre and post-pandemic.

## Legal / Contractual Obligation

Oregon Revised Statutes (ORS) Chapters 92, 205, 294, 305, 306, 307, 308, 308A, 309, 310 and 321 and related Oregon Administrative Rules regulate virtually all aspects of the assessment and property tax calculation process. 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 Assistance" (CAFFA) grant process described in ORS 294.175, the DOR determines the acceptable level of assessment and taxation (A&T) staffing. Current DART staffing is minimally adequate to perform statutory functions. Any reduction to this program may jeopardize the grant revenue.

## Revenue/Expense Detail

	Adopted General Fund	Adopted Other Funds	Department Requested General Fund	Department Requested Other Funds
<b>Program Expenses</b>	<b>2023</b>	<b>2023</b>	<b>2024</b>	<b>2024</b>
Personnel	\$798,007	\$0	\$870,479	\$0
Contractual Services	\$12,395	\$0	\$13,145	\$0
Materials & Supplies	\$3,364	\$0	\$5,741	\$0
Internal Services	\$202,673	\$0	\$247,391	\$0
<b>Total GF/non-GF</b>	<b>\$1,016,439</b>	<b>\$0</b>	<b>\$1,136,756</b>	<b>\$0</b>
<b>Program Total:</b>	<b>\$1,016,439</b>		<b>\$1,136,756</b>	
<b>Program FTE</b>	6.00	0.00	6.10	0.00

<b>Program Revenues</b>				
Intergovernmental	\$147,497	\$0	\$142,060	\$0
<b>Total Revenue</b>	<b>\$147,497</b>	<b>\$0</b>	<b>\$142,060</b>	<b>\$0</b>

## Explanation of Revenues

Participation in the Oregon Department of Revenue County Assessment Function Funding Assistance (CAFFA) Grant provides reimbursement of approximately 12.4% of Assessment & Taxation program expenditures; Grant amounts vary depending upon the overall statewide CAFFA pool and the allocated percentage to each participating county. Multnomah County's total annual share of CAFFA is estimated at \$2,716,250, with \$142,060 allocated to DART Personal Property Assessment (72031). The remaining Program support is provided by General Fund revenues.

## Significant Program Changes

**Last Year this program was:** FY 2023: 72031 DART Personal Property Assessment

For FY 2024, allocated 10% of a Senior Manager position to reflect program management and oversight