

# New Mexico Taxation and Revenue Department



## 4th Quarter Performance Report June 30, 2011



# New Mexico

Taxation and Revenue Department

## TABLE OF CONTENTS

Introduction	4
Vision, Mission, Values and Goals	5
Agency Structure	6
Program Overview	7-9
Quarterly Performance at a Glance	10
<b>Tax Administration Act (TAA) Program- P573</b>	<b>11-13</b>
Collections as a percent of collectable audit assessments generated in the current fiscal year	11
Collections as a percent of collectable outstanding balances from the end of the prior fiscal year	12
Percent of electronically filed returns (PIT, CRS)	13
<b>Compliance Enforcement Program– P579</b>	<b>14-15</b>
Successful tax fraud prosecutions as a percent of total cases prosecuted	14
Number of tax investigations referred to prosecutors as a percent of total investigations assigned during the year	15
<b>Motor Vehicle Program– P574</b>	<b>16-18</b>
Average wait time in q-matic equipped offices, in minutes	16
Percent of registered vehicles with liability insurance	17
Average call center wait time to reach an agent, in minutes	18
<b>Property Tax Program– P575</b>	<b>19-20</b>
Percent of counties in compliance with sales ratio standard of eight-five percent assessed value to market value	19
Number of appraisals and valuations for companies conducting business within the state subject to state assessment	20
<b>Program Support– P572</b>	<b>21</b>
Percent of DWI driver's license revocations rescinded due to failure to hold hearings within ninety days	21

## INTRODUCTION

Section 6-3A-1 through §6-3A-8 NMSA 1978 of the Accountability in Government Act set forth the framework and requirements for performance-based budgeting for New Mexico. A performance based budget links funding to the goals and objectives set out by agencies in their strategic plans. It also formally establishes quantitative targets for performance measures. Among the principles that guide performance-based budgeting is the need to link appropriations with programmatic outcomes rather than simply budget categories or individual account codes. Strategic plans establish goals and objectives for the agency that serve as tools for making resource allocation decisions. Proposed funding levels are accompanied by specific, documented expectations in the form of performance measures.

Performance measures should enhance program performance and accountability, ultimately leading to improved services for New Mexicans. Periodically agencies review and propose changes to identify which services have had strong outcomes and which have had poor or weak results and why. This encourages the agency to focus on results and how best to deliver services. The better the relationship between performance measures, program activities, and desired outcomes; the more relevant and useful data becomes for budget and policy decision making. Performance measures highlight key issues related to the program's desired outcomes. Measuring all of a program's activities is not as useful as measuring a few key items.

Section 6-3A-9 NMSA 1978 requires (1) the State Budget Division (SBD) of the Department of Finance and Administration, in consultation with the Legislative Finance Committee (LFC), to identify key agencies and selected key measures to report quarterly. Taxation and Revenue Department was selected as the key agency. The agency collaborated with SBD and LFC staff to select key measures and develop an agency's format for quarterly reporting. SBD is the final authority for approval of key measures and reporting format.

Each quarterly report includes the following standard items:

- The agency mission statement
- A program purpose statement for each budgeted program

Each key measure in the quarterly report should include the following:

- A measure statement consistent with the legislative bill drafting style
- Four years of historical data (if available, otherwise indicate the baseline or benchmark)
- Quantitative data for the current quarter, including a graphical display of the performance data
- A brief explanation and corrective action plan for performance targets that were not met for the reporting period or that are not expected to be met for the year



# The Department's Vision, Mission, Values and Goals



## Vision

The Taxation and Revenue Department (the Department) will enhance the quality of life for all New Mexicans by effectively collecting and distributing funds to support schools, state, and local government operations and by protecting the public's safety through effective administration of motor vehicle laws. The Department strives to be professional, fair, consistent, and responsive to citizens and respected as an excellent state agency.

## Mission

The Department will administer and enforce, with fairness warranting the public's confidence, New Mexico's taxation and revenue laws and motor vehicle code through a system that efficiently and securely delivers quality customer services.

## Values

**Accountability:** Taking responsibility for our actions and performance.

**Professionalism:** Demonstrating competence, resourcefulness, and the highest standards of conduct.

**Integrity:** Committing to honest and ethical behavior.

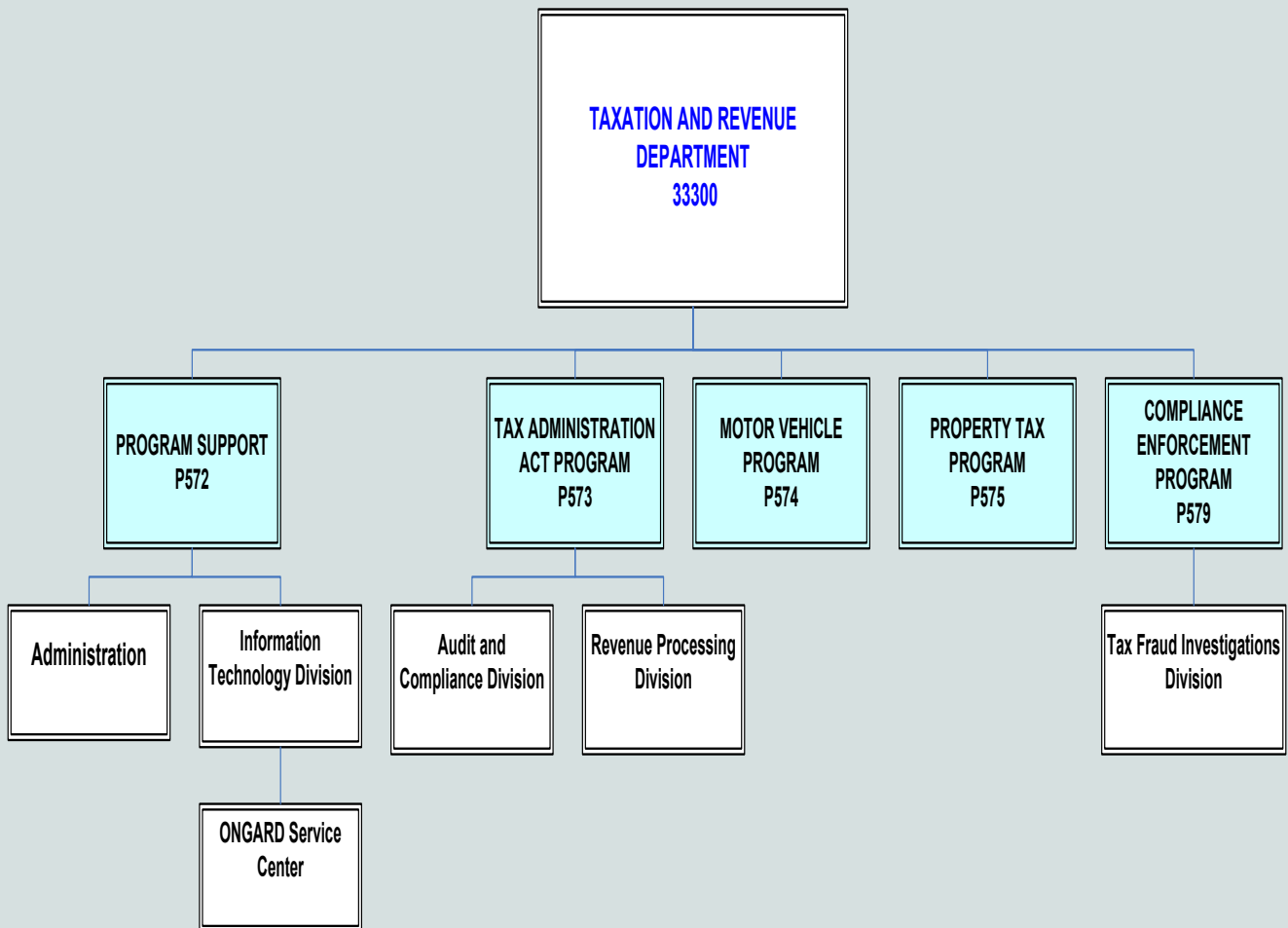
**Respect:** Honoring diversity, recognizing individual contributions, and treating people with courtesy.

**Open Communication:** Interacting effectively, building cooperative relationships, and encouraging creative ideas.

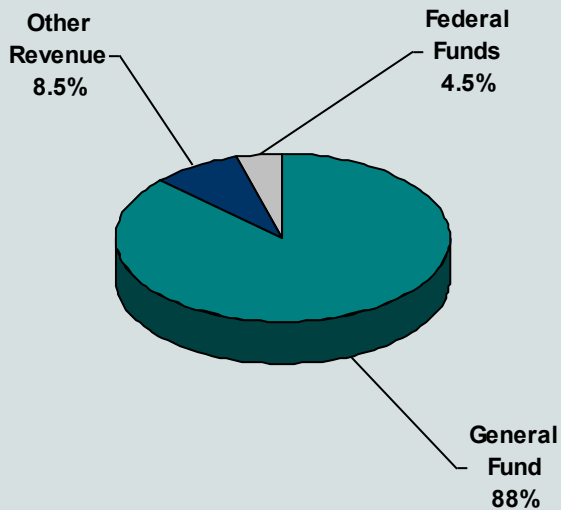
## Goals

- *Provide professional and effective service that meets the needs of all customers.*
- *Provide consistent and fair management practices that encourage employee development, productivity, and integrity.*
- *Deliver high-quality information technology services that are reliable, accessible, secure, and meet all internal and external needs.*
- *Deliver responsive, fair, and efficient administration of tax and motor vehicle programs to fund public services.*

## Taxation and Revenue Department



## Budget



**Approved Budget: \$32,612,600**

**FTE: 545.0**

**Pursuant to Section 14 of HB2 the General Fund reduction for TAA was \$920,200.**

**Adjusted budget: \$31,692,400**

## Description

The Tax Administration Act (TAA) program consists of the Audit and Compliance Division (ACD) and the Revenue Processing Division (RPD). These divisions are responsible for returns processing, auditing, collections and taxpayer assistance functions.

## Purpose

The overall mission of the Tax Administration Act program is to collect tax and fee revenues for the State of New Mexico and its political subdivisions through the fair, impartial and consistent application of the New Mexico tax laws by implementing effective and timely collection, deposit and auditing activities.

## COMPLIANCE ENFORCEMENT PROGRAM

### Description

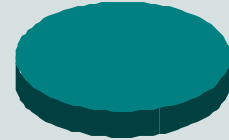
The Compliance Enforcement Program (TFID) conducts investigations of persons suspected of criminal tax violations to determine if prosecution is warranted. In the investigative process, the division works to obtain sufficient evidence from financial records, witnesses and other sources in order to obtain convictions through the New Mexico judicial system.

### Purpose

The mission of the Compliance Enforcement Program is to support the overall TRD mission by enforcing the criminal statutes relative to the Tax Administration Act and other related financial crimes, as they impact state taxes, in order to identify and prosecute fraud, while encouraging and achieving voluntary compliance with tax laws.

### Budget

General  
Fund  
100%



**Approved Budget: \$2,320,900**

**FTE: 31**

**Pursuant to Section 14 of HB2 the General Fund reduction for TFID was \$75,200.**

**Adjusted budget: \$2,245,700**

## PROPERTY TAX PROGRAM

### Description

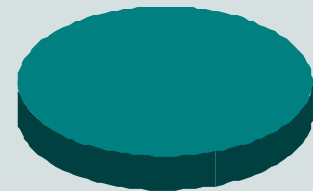
The Property Tax Program includes the Property Tax Division (PTD) which encompasses three separate bureaus. The State Assessed Properties Bureau (SAPB) processes property tax returns for New Mexico's 550 multi-county property tax accounts, which constitute approximately 10% of New Mexico's property tax base. The Appraisal Bureau provides technical assistance to New Mexico's 33 counties pertaining to valuation of multi-family, commercial, special use properties, and personal property. The Delinquent Property Tax Bureau receives county property tax accounts for collection after two years of non-payment.

### Purpose

The mission of the Property Tax Program is to administer the Property Tax Code in a professional and efficient manner ensuring fair and equitable valuation of all property classes in the state.

### Budget

Other  
Revenue  
100%



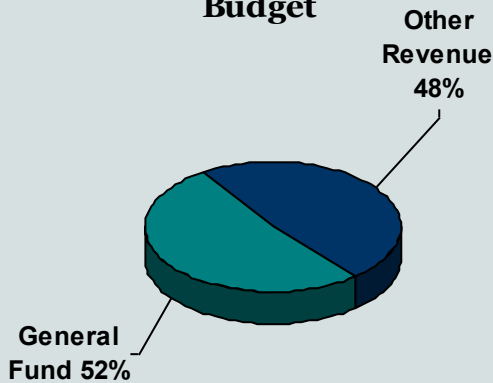
**Approved Budget: \$3,294,700**

**FTE: 45**



## MOTOR VEHICLE PROGRAM

### Budget



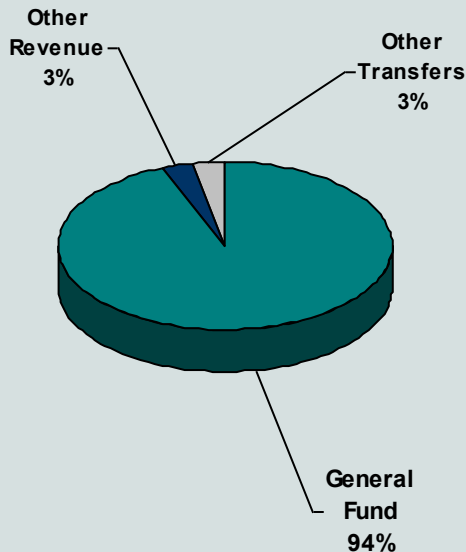
**Approved Budget:** \$24,689,200

**FTE:** 357

**Pursuant to Section 14 of HB2 the General Fund reduction for MVD was \$419,600.**

**Adjusted budget:** \$24,269,600

### Budget



**Approved Budget:** \$21,316,700

**FTE:** 205

**Pursuant to Section 14 of HB2 the General Fund reduction for Program Support was \$649,600.**

**Adjusted budget:** \$20,667,100

### Description

The duties of the Motor Vehicle Division (MVD) are to license commercial and non-commercial drivers; register, title, and license commercial and non-commercial vehicles and boats; license auto dealers and title service companies and contract with private partners to provide selected MVD services. MVD is responsible for assuring compliance with the Motor Vehicle Code (Chapter 66, NMSA 1978).

### Purpose

The mission of MVD is to coordinate and administer the New Mexico Motor Vehicle Code and to provide Motor Vehicle Division customers with quality products and services to enhance safe and efficient motor vehicle operations.

## PROGRAM SUPPORT

### Description

Program Support provides TRD with: top management direction and support; tax policy advice; development and collaboration; taxpayer customer service; and administrative support services. The operating units in this program include the Office of the Secretary, Administrative Services Division, Information Technology Division, and the Oil, Natural Gas Administration and Revenue Database (ONGARD) Service Center.

### Purpose

Program Support strives to assure that TRD meets its vision, mission and objectives by providing department management and guidance; sound tax policy and accurate information; administrative and fiscal management support; and taxpayer customer service. This program ensures TRD meets statutory, regulatory and internal administrative requirements by performing its tasks in an effective, efficient and positive fashion.

## QUARTERLY PERFORMANCE AT A GLANCE

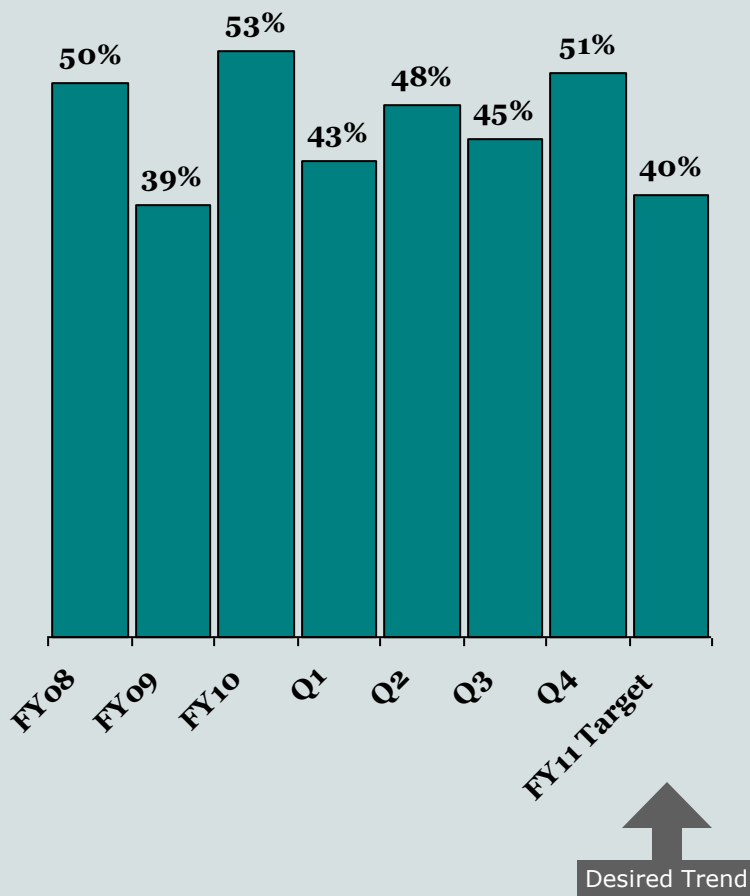
	Key Measure	FY09 Actual	FY10 Actual	FY11 Target
<b>P573</b>	Collections as a percent of collectable audit assessments generated in the current fiscal year	39%	53%	40%
	Collections as a percent of collectable outstanding balances from the end of the prior fiscal year	21.9%	18.3%	20%
	Percent of electronically filed returns (PIT, CRS)	51.1%	54.5%	65%
<b>P579</b>	Successful tax fraud prosecutions as a percent of total cases prosecuted	100%	100%	100%
	Number of tax investigations referred to prosecutors as a percent of total investigations assigned during the year	N/A	N/A	40%
<b>P574</b>	Average call center wait time to reach an agent, in minutes	1.92	6.53	3.45
	Percent of registered vehicles with liability insurance	90.5%	91%	91%
	Average wait time in Q-Matic equipped offices, in minutes	16.8	21.5	14
<b>P575</b>	Percent of counties in compliance with sales ratio standard of eighty-five percent assessed value to market value	91%	91%	92%
	Number of appraisals and valuations for companies conducting business within the state subject to state assessment	489	539	500
<b>P572</b>	Percent of driving-while-intoxicated drivers license revocations rescinded due to failure to hold hearings within ninety days	.43%	.3%	<1%

# TAX ADMINISTRATION ACT PROGRAM

## PERFORMANCE MEASURE

Collections as a percent of collectible audit assessments generated in the current fiscal year

FY08 Results	FY09 Results	FY10 Results	FY11 Target
50%	39%	53%	40%



## DATA SOURCE:

Cost recovery report and monthly statistical reports; data reported is cumulative.

## STRATEGIC GOAL:

Maintain assessed audit collections at a constant 40% in the year of assessment.

## OBJECTIVE:

To measure the Department's effectiveness in generating audit assessments that are collectible. The percentage reflects strictly the amount of field audit assessments generated this fiscal year that were also paid in this fiscal year. Tape match assessments or limited scope audits are not included in this measure. In FY08, TRD began tracking all audit assessments generated in GenTax; previously only CRS, CIT, and PIT were tracked.

## ACTION PLAN:

Continue to assess collectible audits and immediately start collection action when accounts become delinquent (31 days).

## EXPLANATION:

FY 11 assessments totaled \$45.9M; \$22.4M is in protest and \$3.5M is less than 60 days old leaving a collectible balance of \$19.9M. Collections cannot be enforced until after 60 days. Of the collectible balance \$10.1M has been collected resulting in a 51% collection rate.

## CORRECTIVE ACTION PLAN:

Target Met.

# TAX ADMINISTRATION ACT PROGRAM

## STRATEGIC GOAL:

Maintain collections as a percent of outstanding balance at 20%.

## OBJECTIVE:

This is a cumulative measurement. The goal is to collect 20% of \$515.9M by 6/30/11. This will measure how well TRD works with taxpayers to collect taxes that are due and to reduce the accounts receivable balance.

## ACTION PLAN:

Continue to increase taxpayer contacts, re-evaluate collection strategies, and focus on a balance between old outstanding assessments and new assessments. Concentrate on new assessments that are more collectible in the early stages. Outsource the collection of certain receivables to private collection agencies. Collectible balances exclude accounts past the statute of limitations, protested accounts, and accounts in bankruptcy.

## EXPLANATION:

Cumulative collections toward the fiscal year beginning accounts receivable balance of \$515.9M are \$79.6M or 15.4%. The beginning accounts receivable balance has also been reduced by an additional \$60.9M as a result of amended returns, abatements, deactivations and reversals. The total 4th quarter reduction in the fiscal year beginning accounts receivable is \$140.5M or 27.2% bringing the balance to \$375.4M.

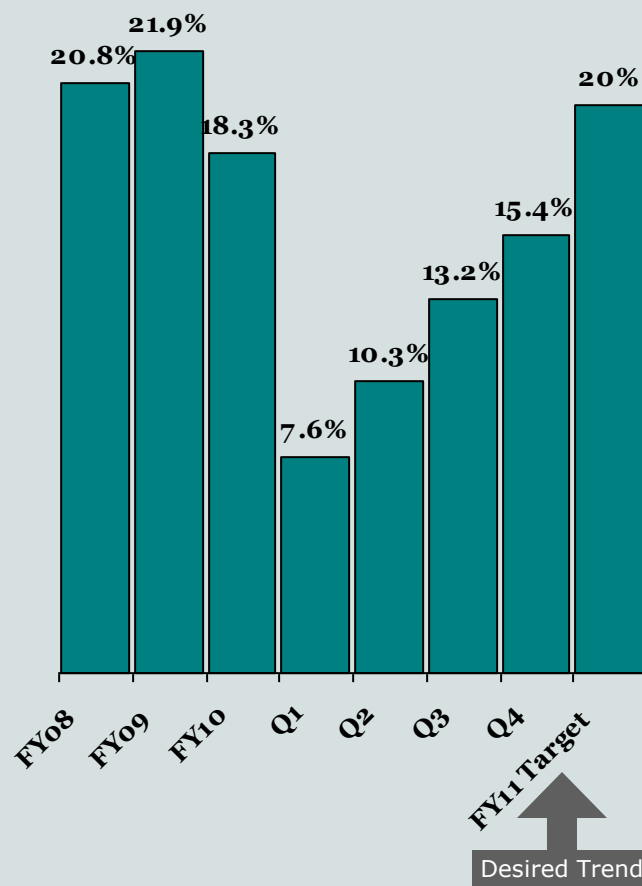
## CORRECTIVE ACTION PLAN:

TRD continues to route a greater number of accounts to private collection agencies to boost collections on aged accounts. The call center continues to increase the number of accounts for potential bank and levy actions by consolidating the work in their area. A new collection system module has been implemented that will help consolidate all debt of taxpayers, which should increase collections of older debt. Beginning in FY12, the division will monitor this measure monthly to assist in meeting the goal. In FY11 the outstanding receivables were \$100M greater than the previous year requiring the division to collect an additional \$20M to meet the goal. With a decrease in staff due to budget constraints, the division did not meet this requirement. The goal for FY12 is 15%.

## PERFORMANCE MEASURE

Collections as a percent of collectible outstanding balances from the end of the prior fiscal year

FY08	FY09	FY10	FY11 Target
20.8%	21.9%	18.3%	20%



## DATA SOURCE:

GenTax "Prior Year Receivables FY10 Summary" DataMart. Payments divided by fiscal year ending (FYE) receivables equals the collections percentage. FYE receivables minus total reductions equals the total amount outstanding.

# TAX ADMINISTRATION ACT PROGRAM

## STRATEGIC GOAL:

To work with taxpayers, tax preparers and industry to increase the number of electronically filed returns.

## OBJECTIVE:

Electronic returns are more accurate and efficient for both the taxpayer and the department. TRD's goal is to continue to increase the percentage of electronically filed returns. The measurement is based on the number of returns filed electronically divided by the overall total of returns filed for PIT and CRS.

## ACTION PLAN:

The intent of the department is to encourage taxpayer's to file and pay electronically. The department is in the process of implementing a regulation that mandate CRS taxpayers to file return information electronically via NMWebFile. The approach will occur in phases beginning in August 2010 for taxpayers who owe taxes over \$20K.

## EXPLANATION:

For the fourth quarter 162,612 CRS returns and 271,197 PIT returns were filed electronically out of 638,221 total returns. The division implemented the second phase of the CRS mandate under 3.14.18 NMAC requiring CRS taxpayers with over \$10,000 in average gross receipts per month to file electronically. The department has seen an increase of 71,961 in CRS returns this quarter and 184,719 for the fiscal year. The final phase of the e-filing mandate will start July 2011 with full implementation in September 2011. In addition, The department has seen an increase of 9,578 PIT returns filed electronically as compared to the same time period last fiscal year. The department did not meet this performance because we did not assess and enforce the requirements of not accepting a paper filed return.

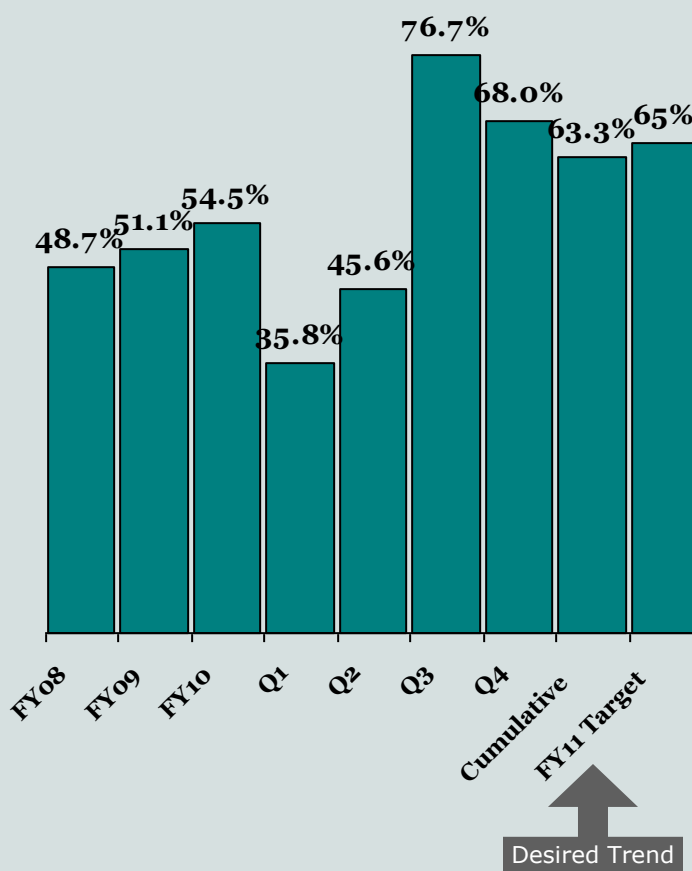
## Corrective Action Plan:

With the implementation of the last phase, all returns under the mandate will be rejected and the taxpayer will be assessed a penalty for not e-filing.

## PERFORMANCE MEASURE

Percent of electronically filed returns (PIT, CRS)

FY08	FY09	FY10	FY11 Target
48.7%	51.1%	54.5%	65%



## DATA SOURCE:

Gentax processing statistic for PIT and CRS electronically filed tax returns

# COMPLIANCE ENFORCEMENT PROGRAM

## STRATEGIC GOAL:

Maintain a 100% prosecuted case rate.

## OBJECTIVE:

Identify, investigate, and support the prosecution of tax fraud — both to collect the specific monies due and to act as a deterrent to others who might consider committing tax fraud. Successful prosecutions (and the ensuing publicity) are key elements of success.

## ACTION PLAN:

Support the overall mission of the Taxation and Revenue Department by enforcing the criminal statutes relative to the Tax Administration Act and other related financial crimes, as they impact state taxes, in order to encourage and achieve voluntary compliance with the state tax laws.

## EXPLANATION:

There was one case that was successfully prosecuted this quarter. Currently, TFID has forty open cases that are under investigation. Another twelve cases reside with various District Attorney's Offices. These cases are either awaiting presentment to a Grand Jury or have been indicted and are in different stages of the judicial process. These cases will be included in the performance measure report when the judicial system process is complete on each individual case.

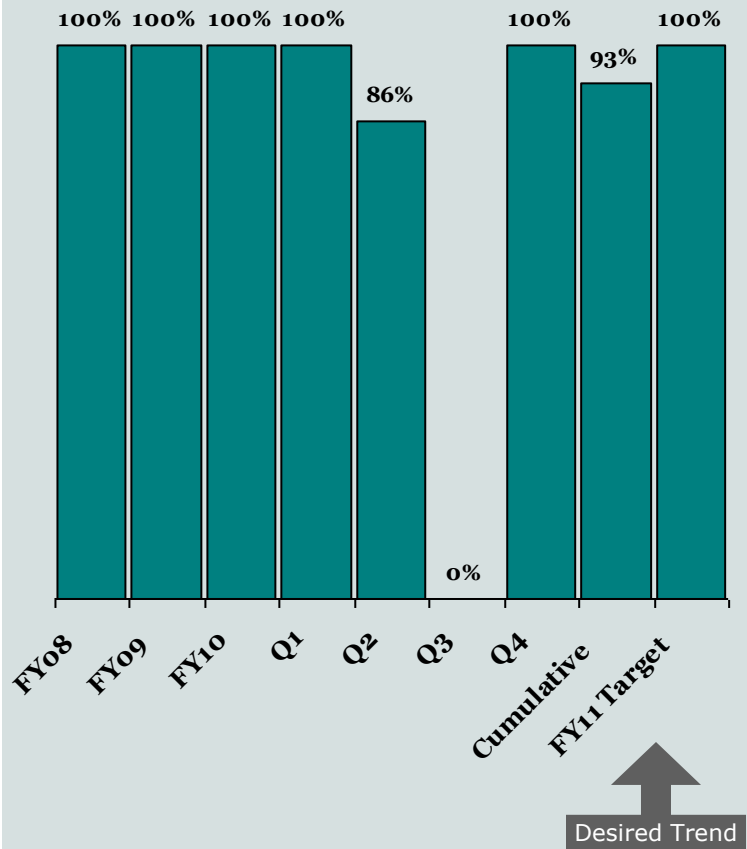
## CORRECTIVE ACTION PLAN:

Target not met. TFID continues to work with prosecuting attorneys to better inform them of essential evidence for tax fraud cases and the presentation of such evidence.

## PERFORMANCE MEASURE

Successful Tax Fraud prosecutions as a percent of total cases prosecuted

FY08	FY09	FY10	FY11 Target
100%	100%	100%	100%



## DATA SOURCE:

Guilty pleas proceedings on file with State District Courts.



# COMPLIANCE ENFORCEMENT PROGRAM

## STRATEGIC GOAL:

Ensure that at least 40% of open and assigned investigations are referred for prosecution consideration throughout the year.

## OBJECTIVE:

Identify, investigate, and lend support in the prosecution of tax fraud — both to aid in the collection of the specific monies due and to act as a deterrent to others who might consider committing tax fraud. Successful prosecutions (and the ensuing publicity) are key elements of success.

## ACTION PLAN:

Support the overall mission of the Taxation and Revenue Department by enforcing the criminal statutes relative to the Tax Administration Act and other related financial crimes, as they impact state taxes, in order to encourage and achieve voluntary compliance with the state tax laws.

## EXPLANATION:

For the fourth quarter, two cases were referred for prosecution and two cases were assigned. This performance measure is cumulative for the fiscal year and the target has been met.

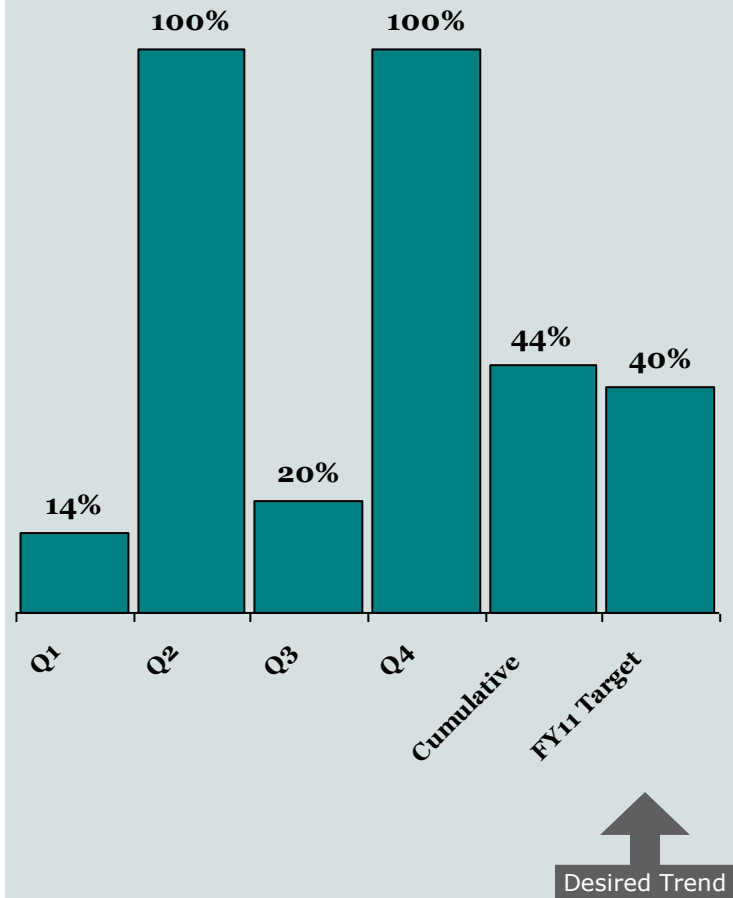
## CORRECTIVE ACTION PLAN:

Target met.

## PERFORMANCE MEASURE

Number of tax investigations referred to prosecutors as a percent of total investigations assigned during the year

FY08	FY09	FY10	FY11 Target
N/A	N/A	N/A	40%



## DATA SOURCE:

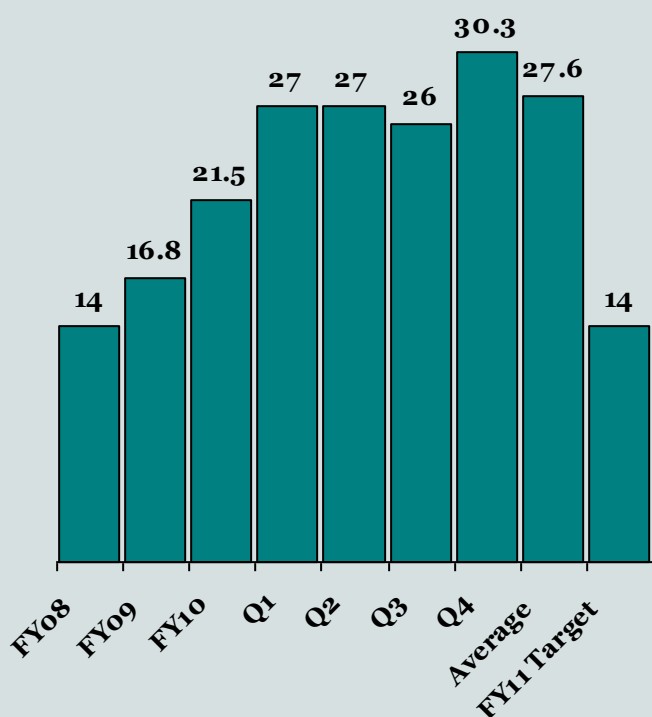
Guilty pleas proceedings on file with State District Courts.

# MOTOR VEHICLE PROGRAM

## PERFORMANCE MEASURE

Average wait time in Q-Matic equipped offices, in minutes

FY08	FY09	FY10	FY11 Target
14	16.8	21.5	14



Desired Trend

## DATA SOURCE:

Data is collected using the Q-Matic software located in: Alamogordo, Belen, Carlsbad, Clovis, Espanola, Farmington, Gallup, Grants, Las Cruces, Las Vegas, Los Alamos, Los Lunas, Metro, Montgomery Plaza, Moriarty, Portales, Raton, Rio Bravo, Roswell, Ruidoso, Sandia Vista, Santa Fe, Silver City, Socorro, T or C and Tucumcari. (Note: the Q-matic equipment in the Taos office has not been replaced since the fire in that office destroyed the equipment.)

## STRATEGIC GOAL:

Provide quality customer services that are consistent, efficient, timely, accurate, and confidential.

## OBJECTIVE:

The twenty-six offices equipped with an automated system for measuring wait-time account for the majority of transactions in field offices statewide.

## ACTION PLAN:

Collect wait time data on a weekly basis and analyze data to identify offices that are and are not meeting the target. Data is reported to the director on a weekly basis and used to identify and address underperformance.

## EXPLANATION:

The wait-time average for the fourth quarter was 30 minutes. The hiring freeze continues to impact the MVD field offices. The vacancy rate was 19.5% in MVD field offices at the end of the fourth quarter.

## CORRECTIVE ACTION PLAN:

MVD continues to improve its processes as follows:

- Implemented a mandatory appointment process for 1st-time foreign national license applicants .
- Implemented express lines, electronic signage and (to the extent allowed) hired ATA temporary clerks.
- Implemented a “secret shopper” quality control program, through June 2011, and expect to continue in current FY.
- Continuing to expand 3rd-party skills testing initiative.
- New IVR system (July-August 2011) will greatly improve automated call center function.
- Continue to expand web site with current and detailed information, including field office wait times..

# MOTOR VEHICLE PROGRAM

## STRATEGIC GOAL:

Reduce the number of uninsured motorist in New Mexico.

## OBJECTIVE:

Enforce the Mandatory Financial Responsibility Act (66-5-201 through 66-5-239 NMSA) by monitoring all registered vehicles to ensure compliance with the minimum liability insurance requirements.

## ACTION PLAN:

- Create process-flow diagram for tracking first and second letter notification results,
- Create process description for use in initial and recurring training,
- Continue mailing of first notification letter and revocation letter,
- Determine system “level-off” percentage,
- Analyze system to determine how to increase the insured rate above the “level-off” percentage, and
- Implement improvement actions and re-evaluate.

## EXPLANATION:

The insured rate for the fourth quarter ranged from a high of 91.83% to a low of 90.73% for an average insured rate of 91.39%. This entire quarter our weekly insured rate never dropped below 90%, as compared to the national average of 85.4%, in spite of New Mexico Demographics and tight economic conditions. This quarter's high of 91.83% topped even last quarter's high for the program, making this quarter the highest percentage achieved thus far. FY11 ended with 90.89% insured rate, the highest FY level attained since program inception. Although there is a decrease in the uninsured rate attributed to even-handed administration of the program, continual refinements in the tracking and compliance efforts of the program, as well as the efforts outlined in the Potential Further Action Plan will provide the necessary tools to make additional progress and help reduce the uninsured rate even further.

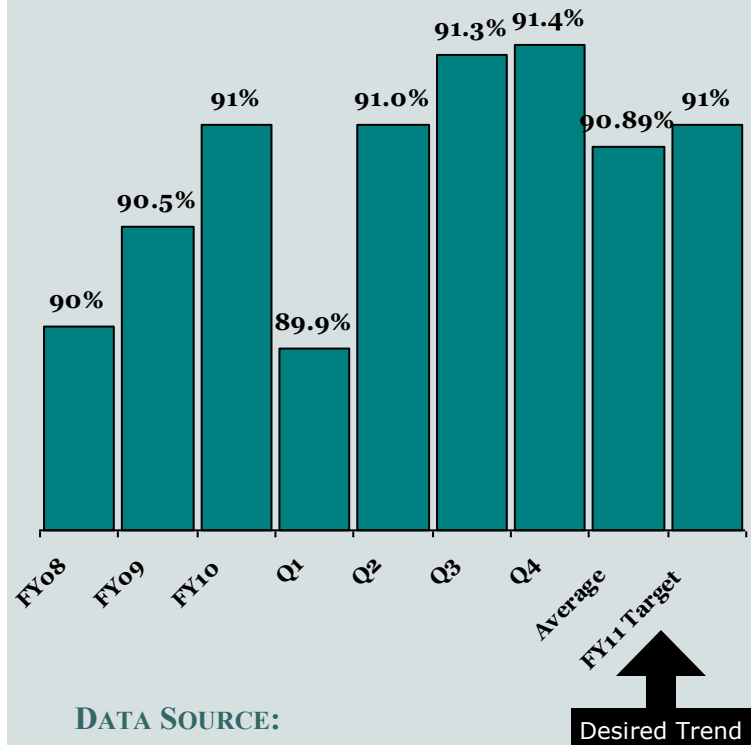
## Corrective Action Plan:

Target met

## PERFORMANCE MEASURE

Percent of registered vehicles with liability insurance

FY08	FY09	FY10	FY11 Target
90%	90.5%	91%	91%



## DATA SOURCE:

Three data sources are used

- a. MVD's vehicle database
- b. Individual insurance company databases
- c. Insurance Identification Database

ITD maintains the MVD vehicle database. A 3rd-party contractor receives individual insurance company vehicle insurance information and compares the information against the MVD vehicle

# MOTOR VEHICLE PROGRAM

## STRATEGIC GOAL:

Provide quality customer services that are consistent, efficient, timely, accurate, and confidential.

## OBJECTIVE:

Respond to incoming calls in the Motor Vehicle Division call center in a timely manner.

## ACTION PLAN:

- Create a process description for use in initial/recurring training,
- Rewrite IVR system script to reduce need to talk to call center person, and
- Implement improvement actions and reevaluate.

## EXPLANATION:

This quarter saw 50,345 calls answered by clerks in the call center. The average time to resolve a call was 3:49. The ability to handle an extreme amount of calls continues to be impacted by a 25% vacancy rate and the fact three clerks are on FMLA and are limited on the amount of time that they work. Although the average time to answer has risen, the service level at which clerks operate has improved. This fact is evident in the amount of positive feedback given.

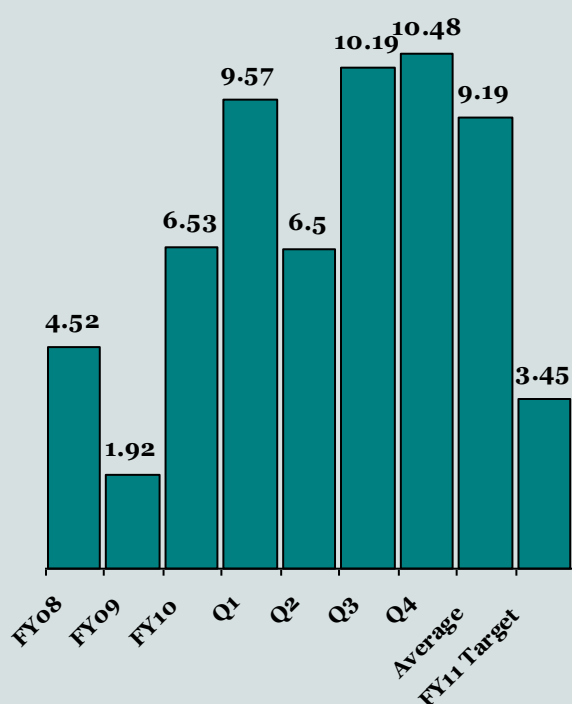
## CORRECTIVE ACTION PLAN:

In an effort to improve key measurements in the call center, specifically the time it takes for a customer to reach us, MVD has implemented a plan of action that includes creating a position that processes all microfiche and faxes that are necessary for clerks to complete transactions. In July we also will bring back to the call center a supervisor who has been helping supervise our Drivers and Vehicles units. July will also usher in the new IVR system. This system will come on line with expanded services and scripts that will allow customers to self help with ease and efficiency, limiting the need to speak directly to an agent. Staffing is also being addressed and our finance manager is currently working on a plan that would allow for the hiring of three FTE's.

## PERFORMANCE MEASURE

Average call center wait time to reach an agent, in minutes

FY08	FY09	FY10	FY11 Target
4.52	1.92	6.53	3.45



Desired Trend

## DATA SOURCE:

Call Center wait-time data is retrieved from the IVR system.

# PROPERTY TAX PROGRAM

## STRATEGIC GOAL:

Improve Sales Ratio Study to include measures of pre-sales assessment and assessor performance.

## OBJECTIVE:

The Sales Ratio Study is an annual statutory measure of current and correct assessments. It is one of the data points on which the PTD' Appraisal Bureau evaluates the operations of each county assessor annually.

## ACTION PLAN:

Each year the Property Tax Division's Appraisal Bureau collects sales data from all thirty-three counties and compares the sales data to current assessments reported by the County Assessor's Offices. This study is completed toward the end of July in each calendar year. The FY11 result reflects the 2010 reassessment of sales (Sales Ratio Study) that occurred in calendar year 2009.

## EXPLANATION:

This is an annual study. The FY11 results were completed in July of 2010. Thirty one counties passed the sales ratio test, which equates to a 94% rate. On average, 91% of post sales assessments across New Mexico were increased to 85% of the most recent sales price. With recent district court decisions and anticipated future litigation, this target will become increasingly difficult to meet in future years. This goal quantifies the success individual assessors achieve in implementing the value increases that result in the exceptions to the 3% valuation cap. Also, this measure applies only to recently sold properties and the relationship to their updated assessments. This number will be revised in Q1 FY12.

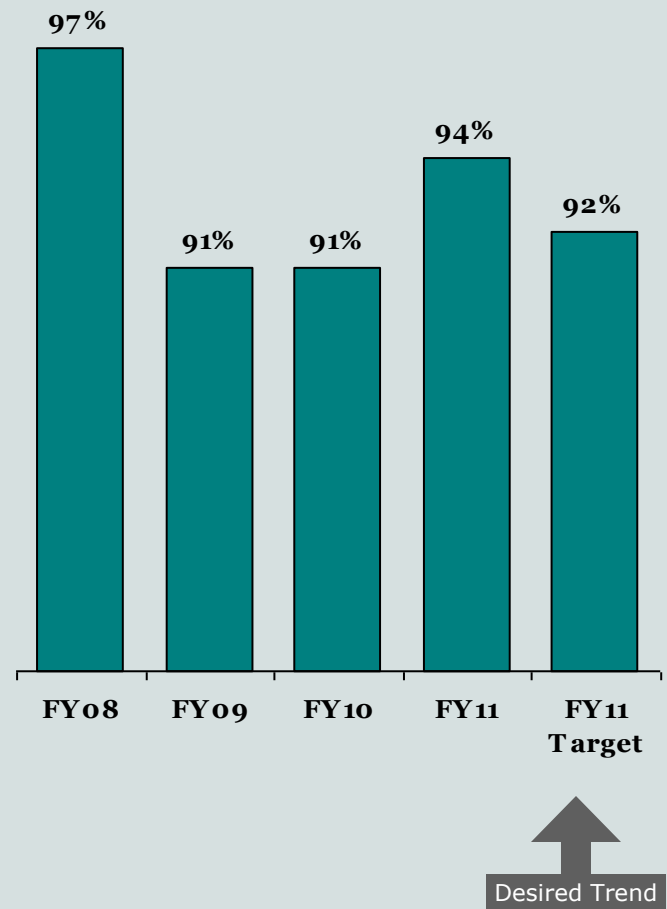
## CORRECTIVE ACTION PLAN:

Target Met

## PERFORMANCE MEASURE

Percent of counties in compliance with sales ratio standard of eighty-five percent assessed value to market value

FY08	FY09	FY10	FY11 Target
97%	91%	91%	92%



## DATA SOURCE:

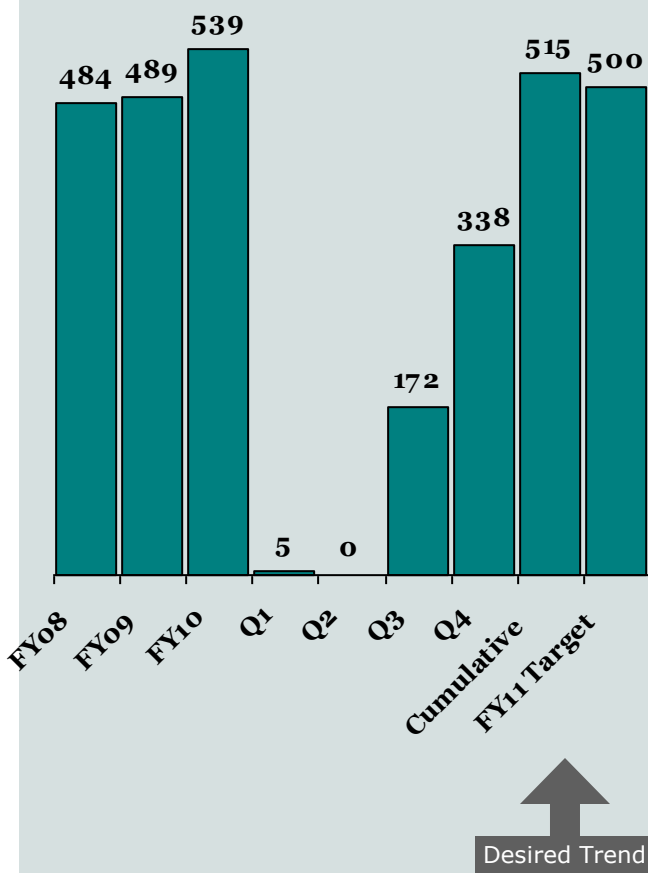
Sales and assessments are reported by the County Assessors. This is an annual study. The FY11 results were completed in July of 2010.

# PROPERTY TAX PROGRAM

## PERFORMANCE MEASURE

Number of appraisals and valuations for companies conducting business within the state subject to state assessment

FY08	FY09	FY10	FY11 Target
484	489	539	500



## DATA SOURCE:

The SAPB and the Appraisal Bureau maintain computer logs of the names of all properties appraised and valued.

## STRATEGIC GOAL:

To ensure that appraisals and valuations are being conducted on all eligible companies within the state.

## OBJECTIVE:

The State Assessed Property Bureau (SAPB) values the property of 450 to 600 companies doing business in multiple counties. The property value of these entities constitutes approximately 11% of the assessed property in New Mexico. While the number of appraisals/valuations is just an activity measure, it provides a perspective on Property Tax Division work load.

## ACTION PLAN:

The valuation cycle begins in January with the notice of value mailed on May 1 of every year. Taxpayers have thirty days after the mailing of notice to protest the valuation. SAPB focuses on the first and second quarters of the fiscal year on resolving protests from the prior year's valuations, concentrating on taxpayer compliance. Implementation of the improved form of County Tax Role Certification continues to provide greater insight on each county's property tax program. Detailed annual assessor evaluations are conducted to encourage greater efficiency at the county level in handling protests and scheduling County Valuation Protest Board meetings.

## EXPLANATION:

The State Assessed Properties Bureau processed 338 property tax returns in the fourth quarter accounting for 65% of the 515 total for FY11. The total for the year was 515 which is 103% of the target set at 500 valuations for companies doing business in New Mexico. The appraisals/valuations of these companies totaled approximately \$5.97 billion, which is 4.68% increase from notices of value last year. This valuation total should equate to approximately \$160.0 million in property tax revenue for New Mexico counties.

## Corrective Action Plan:

Target met.

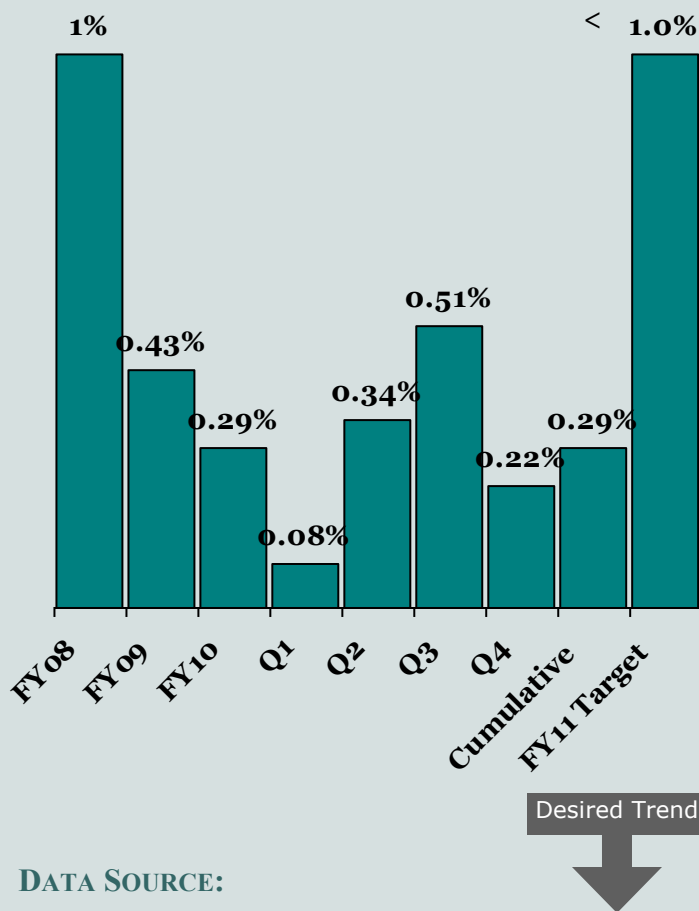


# PROGRAM SUPPORT

## PERFORMANCE MEASURE

Percent of DWI driver's license revocations rescinded due to failure to hold hearings within ninety days

FY08	FY09	FY10	FY11 Target
1.0%	0.43%	0.29%	<1.0%



## DATA SOURCE:

The Hearing Bureau uses data retrieved from the MVD database. The Chief Hearing Officer also researches the Hearing Bureau's database for decisions that are rescinded based on the code listed by the hearing officers.

## STRATEGIC GOAL:

To ensure that hearings are held within ninety days to ensure compliance with the Implied Consent Act.

## OBJECTIVE:

Under the Implied Consent Act, drivers are entitled to a hearing within 90 days to contest the suspension of their license. If the hearing is not held within this timeframe, the driver's license is no longer suspended.

## ACTION PLAN:

The Hearing Bureau continues to review its case scheduling procedures to provide timely notice to the drivers and law enforcement officers and to schedule the hearings on a date that allows cases to be re-scheduled within 90 days if there are errors with the notice or weather causes a cancellation.

## EXPLANATION:

A total of 1,365 cases were scheduled in the fourth quarter; 3 of the cases were rescinded due to the following errors:

- clerical errors
- incorrect address

## Corrective Action Plan:

Target Met.

