

# Agency Budget Request

FISCAL YEAR 2024–2025



Executive Department

106 — Louisiana Tax Commission



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# Signature Page

BUDGET REQUEST

Fiscal Year Ending June 30, 2025

NAME OF DEPARTMENT / AGENCY: LOUISIANA TAX COMMISSION      PHYSICAL ADDRESS: 1051, NORTH 3RD ST  
 BUDGET UNIT: 106      BATON ROUGE, LA  
 SCHEDULE NUMBER: 01      ZIP CODE: 70802  
 TELEPHONE NUMBER: 225 219 0339      WEB ADDRESS: WWW.LATAS.STATE.LA.US

WE HEREBY CERTIFY THAT THE STATEMENTS AND FIGURES ON THE ACCOMPANYING FORMS ARE TRUE AND CORRECT TO THE BEST OF OUR KNOWLEDGE.

HEAD OF DEPARTMENT: <u>M. Matherne</u> PRINTED NAME/TITLE: <u>MICHAEL MATHERNE, ADMINISTRATOR</u> DATE: <u>10/30/2023</u> EMAIL ADDRESS: <u>MICHAEL.MATHERNE@LA.GOV</u>	HEAD OF BUDGET UNIT: <u>M. Matherne</u> PRINTED NAME/TITLE: <u>MICHAEL MATHERNE, ADMINISTRATOR</u> DATE: <u>10/30/2023</u> EMAIL ADDRESS: <u>MICHAEL.MATHERNE@LA.GOV</u>
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PROGRAM CONTACT PERSON: <u>RAJESH JAIN</u> TITLE: <u>DIRECTOR OF ADMIN.</u> TELEPHONE NUMBER: <u>225 219 0339</u> EMAIL ADDRESS: <u>RAJESH.JAIN@LA.GOV</u>	FINANCIAL CONTACT PERSON: <u>RAJESH JAIN</u> TITLE: <u>DIRECTOR OF ADMIN.</u> TELEPHONE NUMBER: <u>225 219 0339</u> EMAIL ADDRESS: <u>RAJESH.JAIN@LA.GOV</u>
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# Operational Plan

**STATE OF LOUISIANA**  
**Operational Plan Form**  
**Dept Goals**

**OP PLAN - ACT/OBJ**  
**Fiscal Year 2024 - 2025**  
**Report Date: 10/12/23**

**DEPARTMENT NUMBER AND NAME: LTC - LTC**

**DEPARTMENT MISSION**

The Louisiana Tax Commission will serve Louisiana taxpayers fairly and with integrity by administering property tax laws. The agency reviews and certifies the various parish assessment rolls and acts as an appellate body for appeals by assessors, taxpayers, and tax recipient bodies after actions by parish review boards; provides guidelines for assessment of movable property and performs and reviews appraisals or assessments and where necessary modifies (or orders reassessment) to ensure uniformity and fairness. Assesses all public service property, as well as valuation of banks and insurance companies, and provides assistance to assessors.

**DEPARTMENT GOAL(S):**

- To provide the general public with a centralized place to obtain property tax information.
- To provide confidence to the taxpayers in the state that their assessments are fair and equitable.

**STATE OF LOUISIANA**  
**Operational Plan Form**  
**Agency Goals**

**OP PLAN - ACT/OBJ**  
**Fiscal Year 2024 - 2025**  
**Report Date: 10/12/23**

**AGENCY NUMBER AND NAME: 106 - Louisiana Tax Commission**

**AGENCY MISSION:**

The Louisiana Tax Commission will serve Louisiana taxpayers fairly and with integrity by administering property tax laws. The agency reviews and certifies the various parish assessment rolls, and acts as an appellate body for appeals by assessors, taxpayers, and tax recipient bodies after actions by parish review boards; provides guidelines for assessment of movable property and performs and reviews appraisals or assessments and where necessary modifies (or orders reassessment) to ensure uniformity and fairness. Assesses all public service property, as well as valuation of banks and insurance companies, and provides assistance to assessors.

**AGENCY GOAL(S):**

- To provide the general public with a centralized place to obtain property tax information.
- To provide confidence to the taxpayers in the state that their assessments are fair and equitable.

**STATEMENT OF AGENCY STRATEGIES FOR DEVELOPMENT AND IMPLEMENTATION OF HUMAN RESOURCE POLICIES THAT ARE HELPFUL AND BENEFICIAL TO WOMEN AND FAMILIES:**

**STATE OF LOUISIANA**  
**Operational Plan Form**  
**Program Goals**

**OP PLAN - ACT/OBJ**  
**Fiscal Year 2024 - 2025**  
**Report Date: 10/12/23**

**PROGRAM NUMBER AND NAME: 1061**

**PROGRAM AUTHORIZATION:**

R.S. 1831-1837 & HB ACT 19-1998

**PROGRAM MISSION:**

The Louisiana Tax Commission will serve Louisiana taxpayers fairly and with integrity by administering property tax laws. The agency reviews and certifies the various parish assessment rolls and acts as an appellate body for appeals by assessors, taxpayers, and tax recipient bodies after actions by parish review boards; provides guidelines for assessment of movable property and performs and reviews appraisals or assessments and where necessary modifies (or orders reassessment) to ensure uniformity and fairness. Assesses all public service property, as well as valuation of banks and insurance companies, and provides assistance to assessors.

**PROGRAM GOAL(S):**

**PROGRAM A: PROPERTY TAXATION REGULATORY/OVERSIGHT**

The Property Taxation Regulatory/Oversight Program is responsible for the administrative activities of the Commission, thereby, managing the fiscal and business affairs of the Commission to assure compliance with all statutes relative to the duties and responsibilities of the Commission.

Through the Property Taxation Regulatory/Oversight Program, the Commission conducts public hearings concerning appeals from taxpayers or assessors. The Commission also determines the tax assessment of all public service properties, insurance companies, and banks. Ratio studies are completed in all 64 parishes on an annual basis to ensure uniformity of tax assessments. Random audits are conducted on personal and public service properties throughout the year by the audit staff.

Through the review of assessments, the Commission will certify the assessment rolls and process all change orders submitted by the local assessors.

**PROGRAM B: SUPERVISION AND ASSISTANCE TO LOCAL ASSESSORS**

This program is being combined with Program A: PROPERTY TAXATION REGULATORY/OVERSIGHT, Administrative, Banks, and Insurance Assessments, and Hearing activity where the funds for this program are managed and the functions of this program are performed. The mission and goals below are combined in the Administrative, Banks and Insurance Assessments, and Hearing activity above.

The mission of this activity is to act in an oversight capacity, assisting the assessors and providing instructions as required by Louisiana law and to ensure that all assessment rolls are submitted in the approved format for inclusion in the LTC website.

**GOAL:**

- To ensure that all property in Louisiana is assessed fair and equitable and placed in the property assessment roll to be included on the LTC website.
- To post all parish proposed assessment lists on the LTC website as required by ACT 310 of the 2005 Regular Legislative Session.

**PROGRAM ACTIVITY:**

**STATE OF LOUISIANA**  
**Operational Plan Form**  
**Program Goals**

**OP PLAN - ACT/OBJ**  
**Fiscal Year 2024 - 2025**  
**Report Date: 10/12/23**

**PROGRAM NUMBER AND NAME: 1061**

**ADMINISTRATIVE, BANKS AND INSURANCE ASSESSMENTS, AND PUBLIC HEARINGS**

This activity's mission is to manage the fiscal and business affairs of the Louisiana Tax Commission (LTC), to work with the Louisiana Assessors Association to provide leadership and guidance to all state assessors; to render assessments on all financial institutions, and insurance companies in the State of Louisiana according to Louisiana tax laws; to hold all appeal hearings timely; and to act in an oversight capacity, assisting the assessors and providing instructions as required by Louisiana law and to ensure that all assessment rolls are submitted in the approved format for inclusion on the LTC website.

- To assure compliance with all statutes relative to the duties and responsibilities of the LTC R.S. 47:1837.
- To improve the image of the LTC. To promote the highest degree of voluntary compliance.
- To assess all property and casualty insurance companies and state-chartered stock financial institutions annually and certify these numbers to assessors by September 1.
- To ensure that all property in Louisiana is assessed fair and equitable and placed on the property assessment roll to be included on the LTC website.
- To post all parish proposed and certified assessment lists on the LTC website as required by Act. 310 of the 2005 Regular Session of the Louisiana Legislature.

**PUBLIC SERVICE AND AUDIT**

This activity's mission is to fairly and uniformly appraise and certify assessments of all public utility property and continue to provide a comprehensive audit program for all personal and public service property in the state.

- To correctly apply Louisiana laws in the determination of fair market value of public service properties and certify these public utility assessments annually to each parish assessor by September 1.
- To make available all public utility forms on the internet.
- To conduct in-depth audits of personal property and public utility companies as required or as requested by parish assessors.
- To maintain a professional staff through education and training and to improve employee productivity through the use of updated technology.

**APPRAISAL**

This activity's mission is to ensure accurate and uniform assessments of all real property in the state.

- To use oversight authority to ensure accurate and uniform administration of real property taxation by local parish assessors.
- To maintain a professional staff through education and training and to improve employee productivity through the use of updated technology.
- To become increasingly efficient with respect to information used in the appraisal process.

**STATE OF LOUISIANA**  
**Operational Plan Form**  
**Activities/Objectives - Performance Indicators**

**OP PLAN - ACT/OBJ**  
**Fiscal Year 2024 - 2025**  
**Report Date: 10/12/23**

**DEPARTMENT ID: 01 - Executive Department**

**AGENCY ID: 106 - Louisiana Tax Commission**

**PROGRAM ID: 1061 - Property Taxation Regulatory/Oversight**

**PM OBJECTIVE: 1061-01 - To hear 100% of all protest hearings within the tax year in which the protest was filed; to calculate all bank and insurance company assessments for inclusion on the various parish tax rolls which is necessary to support the local assessors in providing the means for local government to receive the tax dollars to operate, and to implement the electronic filing of tax documents that parish assessors must file with the LTC by establishing electronic links between the Commission and at least the parish assessors and certify the local tax rolls.**

Children's Budget Link: N/A

Human Resource Policies Beneficial to Women and Families Link:

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other):

Explanatory Notes: Explanatory Note: The Louisiana Tax Commission holds hearings for a variety of purposes. As the Regulatory/Oversight agency for ad valorem taxation, the LTC is required to hold protest hearings when there are tax disputes. In accordance with R.S. 49:951 et seq., the LTC must promulgate and adopt rules and regulations pertaining to property taxation. Hearings for introduction of changes to the Rules and Regulations, rebuttal, and approval is a part of the rules process. The LTC completes 64 mandated Ratio Studies each year. The mission is required to announce the Ratio Study results at a public hearing each year for each individual parish. Protest hearings comprise the majority of the hearings. The state of Louisiana has 64 local assessors. With implementation of a statewide computer-assisted property information system, it is possible for the Louisiana Tax Commission to expand its monitoring practices. Filing of tax rolls, change orders, and LAT forms electronically by the 64 assessors' offices eliminate the need to store massive tax roll books and forms annually. The LTC has accomplished the task of receiving and submitting change order information with all 64 assessors. All 64 assessors are now filing tax rolls in an electronic format. All 64 of these rolls are in the correct format to be displayed on the LTC website. The electronic filing of tax rolls enables the Tax Commission to provide a tax roll on the LTC website for public viewing. The proposed assessment lists of each participating parish were posted on the LTC website during the open book period to enable taxpayers the opportunity to review their assessment without going into the parish assessor's office. The public display of all tax rolls at one central location enhances the ability of not only the LTC but also the general public to be confident that uniformity is being achieved.

Performance Indicator	Level	Performance Indicator Name	UOM	Performance Indicator Values						
				Year End Performance Standard 2022 - 2023	Actual Year End Performance 2022 - 2023	Performance Standard as Initially Appropriated 2023 - 2024	Existing Performance Standard 2023 - 2024	Performance at Continuation Budget Level 2024 - 2025	Performance at Executive Budget Level 2024 - 2025	Performance Standard as Initially Appropriated 2024 - 2025
10480	K	Percentage of tax rolls certified before November 15th of each year	P	100	100	100	100	100	0	0
3578	K	Percentage of protest hearings completed within the tax year in which the protest was filed	P	50	50	50	50	50	0	0
3583	K	Percentage of banks and insurance companies assessed	P	100	100	100	100	100	0	0
3609	K	Number of assessors filing tax rolls electronically	N	64	64	64	64	64	0	0
3610	K	Number of assessors filing change orders electronically	N	64	64	64	64	64	0	0

Footnote KS: 1 It is difficult to accurately predict the number of hearings that will be heard each year. In addition, some protests are settled without a hearing. However, regardless of the number of protests that are filed with the Commission, the LTC is committed to hearing all protests within the tax year in which the protest is filed. The actual number of protest hearings that were completed from FY 2014-2015 through FY 2018-2019 are listed on the General Performance Information (GPI) table.

2 The Louisiana Tax Commission calculates the assessments of banks and insurance companies annually for distribution to local assessors. With consolidations, mergers, and acquisitions, the number of banks and insurance companies fluctuate from year to year. The LTC must produce an assessment on every bank and insurance company each year regardless of the number. The historical information on the number of banks and insurance companies and their assessed values is shown on the General Performance Information (GPI) table.

3 There are 64 local tax assessors in Louisiana. By November 15th of each year, local tax assessors are required to submit their tax rolls to the LTC for certification. Certification must occur before tax collectors can send out tax notices and collect taxes. Should it become necessary to correct or change an assessment after the rolls have been certified by the LTC, the assessor must submit a change order to the Commission for approval. Refer to the General Performance Information table for historical information, tax rolls certified, and change orders processed.

**STATE OF LOUISIANA**  
**Operational Plan Form**  
**Activities/Objectives - Performance Indicators**

OP PLAN - ACT/OBJ  
 Fiscal Year 2024 - 2025  
 Report Date: 10/12/23

DEPARTMENT ID: 01 - Executive Department

AGENCY ID: 106 - Louisiana Tax Commission

PROGRAM ID: 1061 - Property Taxation Regulatory/Oversight

PM OBJECTIVE: 1061-01 - To hear 100% of all protest hearings within the tax year in which the protest was filed; to calculate all bank and insurance company assessments for inclusion on the various parish tax rolls which is necessary to support the local assessors in providing the means for local government to receive the tax dollars to operate, and to implement the electronic filing of tax documents that parish assessors must file with the LTC by establishing electronic links between the Commission and at least the parish assessors and certify the local tax rolls.

Performance Indicator	Level	Performance Indicator Name	UOM	General Performance Information				
				Performance Indicator Values				
				Prior Year Actual FY 2018 - 2019	Prior Year Actual FY 2019 - 2020	Prior Year Actual FY 2020 - 2021	Prior Year Actual FY 2021 - 2022	Prior Year Actual FY 2022 - 2023
26309	G	Number of protest hearings completed within the tax year in which the protest was filed	N	399	466	557	780	652
3579	G	Total number of protest hearings completed	N	453	327	1,232	131	905
3586	G	Number of banks assessed	N	124	114	113	114	113
3587	G	Assessed value of banks (in \$ millions)	D	707.9	765.3	746.8	1,026	1,014
3588	G	Number of insurance companies assessed	N	813	821	850	841	829
3589	G	Assessed value of insurance companies (in \$ millions)	D	124.1	135.2	135	141.7	149.1
3606	G	Number of tax rolls certified	N	64	64	64	64	64
3607	G	Number of change orders processed/reviewed	N	43,464	43,193	37,702	38,186	37,144

**STATE OF LOUISIANA**  
**Operational Plan Form**  
**Activities/Objectives - Performance Indicators**

OP PLAN - ACT/OBJ  
 Fiscal Year 2024 - 2025  
 Report Date: 10/12/23

DEPARTMENT ID: 01 - Executive Department

AGENCY ID: 106 - Louisiana Tax Commission

PROGRAM ID: 1061 - Property Taxation Regulatory/Oversight

**PM OBJECTIVE: 1061-02 - To audit personal property requests made by assessors throughout the state and conduct any related industry audits and to perform public utility company appraisals and arrive at assessments for inclusion on the various parish tax rolls (e.g. necessary activities to support the local assessor in providing the means for local government to receive the tax dollars necessary to operate).**

Children's Budget Link: N/A

Human Resource Policies Beneficial to Women and Families Link:

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other):

Explanatory Notes: N/A

Performance Indicator	Level	Performance Indicator Name	UOM	Performance Indicator Values						
				Year End Performance Standard 2022 - 2023	Actual Year End Performance 2022 - 2023	Performance Standard as Initially Appropriated 2023 - 2024	Existing Performance Standard 2023 - 2024	Performance at Continuation Budget Level 2024 - 2025	Performance at Executive Budget Level 2024 - 2025	Performance Standard as Initially Appropriated 2024 - 2025
3597	K	Percentage of public utility companies appraised and assessed	P	100	100	100	100	100	0	0
3604	S	Number of personal property audits conducted	N	15		10	10	5	0	0

Footnote KS: 1 Personal property audits are completed by the LTC's audit staff to assure compliance in reporting. Any additional tax due is added to the parish tax rolls. Audits do not always find discrepancies in reporting resulting in additional taxes due by the taxpayer.  
 2 The Louisiana Tax Commission is charged with appraising and assessing all public service properties throughout the state. These public service properties are assessed at the rate of 10% of fair market value of land, 25% of fair market value for all other property with the exception of airlines, railroads, private railcar companies, and electric cooperatives, which are assessed at the rate of 15% of fair market value. Each company's assessed valuation is distributed to the various local taxing jurisdictions. The tax dollars produced from assessments of public service properties are paid to local taxing jurisdictions. Audits are performed by the public service section of the LTC on public service companies to determine the correctness of the self-reporting reports and also compliance with state laws. The number of audits that are performed do not always indicate an increase in revenues. Sometimes an audit may produce a refund to a taxpayer when he has over-stated his property on his report. The audits must be performed regardless of whether an increase in taxes is in question. The historical information on the number of public service appraisals and audits conducted is located in the General Performance Information (GPI) table.

**STATE OF LOUISIANA**  
**Operational Plan Form**  
**Activities/Objectives - Performance Indicators**

OP PLAN - ACT/OBJ  
 Fiscal Year 2024 - 2025  
 Report Date: 10/12/23

DEPARTMENT ID: 01 - Executive Department

AGENCY ID: 106 - Louisiana Tax Commission

PROGRAM ID: 1061 - Property Taxation Regulatory/Oversight

PM OBJECTIVE: 1061-02 - To audit personal property requests made by assessors throughout the state and conduct any related industry audits and to perform public utility company appraisals and arrive at assessments for inclusion on the various parish tax rolls (e.g. necessary activities to support the local assessor in providing the means for local government to receive the tax dollars necessary to operate).

Performance Indicator	Level	Performance Indicator Name	UOM	General Performance Information				
				Performance Indicator Values				
				Prior Year Actual FY 2018 - 2019	Prior Year Actual FY 2019 - 2020	Prior Year Actual FY 2020 - 2021	Prior Year Actual FY 2021 - 2022	Prior Year Actual FY 2022 - 2023
13769	G	Assessed value added to parish tax rolls (in \$ millions)	D	208	314	311	124	294
3598	G	Number of public service appraisals conducted	N	748	752	775	758	746
3599	G	Assessed value of public service properties (in \$ billions)	D	6,002	6,317	6,626	6,750	7,045
3600	G	Ad valorem taxes produced by public service properties (in \$ millions)	D	662.8	703.1	729.5	729.1	786
3601	G	Number of public service audits conducted	N	8	13	3	8	6
3602	G	Additional taxes realized by local government as a result of public service audits	D		0	124,591		

**STATE OF LOUISIANA**  
**Operational Plan Form**  
**Activities/Objectives - Performance Indicators**

**OP PLAN - ACT/OBJ**  
**Fiscal Year 2024 - 2025**  
**Report Date: 10/12/23**

**DEPARTMENT ID: 01 - Executive Department**

**AGENCY ID: 106 - Louisiana Tax Commission**

**PROGRAM ID: 1061 - Property Taxation Regulatory/Oversight**

**PM OBJECTIVE: 1061-03 - To conduct appraisals throughout the state to assist local assessors.**

Children's Budget Link: N/A

Human Resource Policies Beneficial to Women and Families Link:

Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other:

Explanatory Notes: Explanatory Note: All ratio studies contain either sales or property appraisals. In addition, the Louisiana Tax Commission conducts appraisals for property assessment appeals, assessor and immediate family-owned properties, and at the request of local assessors or taxpayers. The LTC staff assists local government in the appraisal of major income-producing property, using the income approach to value. LTC staff continues to expand the appraisal program by including industrial property such as paper mills, grain elevators and Petro-Chemical plants. LTC staff conducts complex appraisals of large statewide industrial facilities that are being added to the parish roll books upon completion of their ten-year industrial tax exemption and provide the data to parish assessors.

Performance Indicator	Level	Performance Indicator Name	UOM	Performance Indicator Values						
				Year End Performance Standard 2022 - 2023	Actual Year End Performance 2022 - 2023	Performance Standard as Initially Appropriated 2023 - 2024	Existing Performance Standard 2023 - 2024	Performance at Continuation Budget Level 2024 - 2025	Performance at Executive Budget Level 2024 - 2025	Performance Standard as Initially Appropriated 2024 - 2025
3590	S	Number of ratio studies conducted	N	64	64	64	64	64	0	0
3593	K	Total number of property appraisals conducted	N	6,500	20,527	6,500	6,500	6,500	0	0

Footnote KS: 1 The number of property appraisals vary from year to year due to the type of ratio study being conducted (all ratio studies contain property appraisals) and the number of requests from local assessors or taxing bodies.

2 Ratio studies are used by the Louisiana Tax Commission to establish whether assessed values of real property are fair and uniform. Ratio studies are conducted in every parish on an annual basis. Since there are 64 local tax assessors in Louisiana, this number remains constant at 64. However, because of new technological upgrades (replacement of computers requested), the quality of such studies can and will be improved. All types of ratio studies contain property appraisals, the property appraisals associated with ratio studies are included in the total number of property appraisals conducted. Real estate appraisals used in the ratio study are representative of all different types of property found in the parishes. The estimate of values is determined and compared to the assessments. The assessed value should be within 10% of the value indicated by the appraisals for the parish to be compliant with the standards set forth by the commission.

# Budget Request Overview

## AGENCY SUMMARY STATEMENT

### Total Agency

#### Means of Financing

Description	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB	Percent Change
STATE GENERAL FUND (Direct)	2,157,964	1,968,912	2,179,290	210,378	10.68%
STATE GENERAL FUND BY:	—	—	—	—	—
INTERAGENCY TRANSFERS	—	—	—	—	—
FEES & SELF-GENERATED	2,916,901	3,366,822	3,411,569	44,747	1.33%
STATUTORY DEDICATIONS	—	—	—	—	—
FEDERAL FUNDS	—	—	—	—	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$5,074,865</b>	<b>\$5,335,734</b>	<b>\$5,590,859</b>	<b>\$255,125</b>	<b>4.78%</b>

**Fees and Self-Generated**

Description	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB	Percent Change
Tax Commission Expense Fund	2,916,901	3,366,822	3,411,569	44,747	1.33%
<b>Total:</b>	<b>\$2,916,901</b>	<b>\$3,366,822</b>	<b>\$3,411,569</b>	<b>\$44,747</b>	<b>1.33%</b>

**Statutory Dedications**

Description	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB	Percent Change
<b>Total:</b>	—	—	—	—	—

**Agency Expenditures**

Description	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB	Percent Change
Salaries	2,505,768	2,527,751	2,618,565	90,814	3.59%
Other Compensation	11,349	50,000	100,000	50,000	100.00%
Related Benefits	1,514,052	1,631,217	1,750,432	119,215	7.31%
<b>TOTAL PERSONAL SERVICES</b>	<b>\$4,031,169</b>	<b>\$4,208,968</b>	<b>\$4,468,997</b>	<b>\$260,029</b>	<b>6.18%</b>
Travel	135,703	160,000	163,599	3,599	2.25%
Operating Services	88,840	92,430	94,510	2,080	2.25%
Supplies	20,095	20,000	20,449	449	2.25%
<b>TOTAL OPERATING EXPENSES</b>	<b>\$244,637</b>	<b>\$272,430</b>	<b>\$278,558</b>	<b>\$6,128</b>	<b>2.25%</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$210,000</b>	<b>\$315,000</b>	<b>\$322,087</b>	<b>\$7,087</b>	<b>2.25%</b>
Other Charges	—	50,000	50,000	—	—
Debt Service	—	—	—	—	—
Interagency Transfers	588,059	471,217	471,217	—	—
<b>TOTAL OTHER CHARGES</b>	<b>\$588,059</b>	<b>\$521,217</b>	<b>\$521,217</b>	<b>—</b>	<b>—</b>
Acquisitions	1,000	18,119	—	(18,119)	(100.00)%
Major Repairs	—	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$1,000</b>	<b>\$18,119</b>	<b>—</b>	<b>\$(18,119)</b>	<b>(100.00)%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$5,074,865</b>	<b>\$5,335,734</b>	<b>\$5,590,859</b>	<b>\$255,125</b>	<b>4.78%</b>

**Agency Positions**

Classified	30	30	30	—	—
Unclassified	6	6	6	—	—
<b>TOTAL AUTHORIZED T.O. POSITIONS</b>	<b>36</b>	<b>36</b>	<b>36</b>	<b>—</b>	<b>—</b>
<b>TOTAL AUTHORIZED OTHER CHARGES POSITIONS</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>TOTAL NON-T.O. FTE POSITIONS</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>—</b>	<b>—</b>
<b>TOTAL POSITIONS</b>	<b>37</b>	<b>37</b>	<b>37</b>	<b>—</b>	<b>—</b>

**Cost Detail**

**Means of Financing**

Description	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
State General Fund	2,157,964	1,968,912	2,179,290	210,378
Tax Commission Expense Fund	2,916,901	3,366,822	3,411,569	44,747
<b>Total:</b>	<b>\$5,074,865</b>	<b>\$5,335,734</b>	<b>\$5,590,859</b>	<b>\$255,125</b>

**Salaries**

Commitment Item	Name	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
5110010	SAL-CLASS-TO-REG	2,052,041	2,104,387	2,195,201	90,814
5110015	SAL-CLASS-TO-OT	566	—	—	—
5110020	SAL-CLASS-TO-TERM	10,756	—	—	—
5110025	SAL-UNCLASS-TO-REG	442,405	423,364	423,364	—
<b>Total Salaries:</b>		<b>\$2,505,768</b>	<b>\$2,527,751</b>	<b>\$2,618,565</b>	<b>\$90,814</b>

**Other Compensation**

Commitment Item	Name	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
5120010	COMPENSATION/WAGES	11,349	50,000	100,000	50,000
<b>Total Other Compensation:</b>		<b>\$11,349</b>	<b>\$50,000</b>	<b>\$100,000</b>	<b>\$50,000</b>

**Related Benefits**

Commitment Item	Name	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
5130010	RET CONTR-STATE EMP	941,618	893,848	970,520	76,672
5130020	RET CONTR-TEACHERS	32,276	34,986	34,986	—
5130050	POSTRET BENEFITS	221,502	242,457	285,000	42,543
5130055	FICA TAX (OASDI)	704	2,669	2,669	—
5130060	MEDICARE TAX	32,514	32,548	32,548	—

Related Benefits (continued)

Commitment Item	Name	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
5130070	GRP INS CONTRIBUTION	265,419	404,418	404,418	—
5130090	TAXABLE FRINGE BEN	20,020	20,291	20,291	—
<b>Total Related Benefits:</b>		<b>\$1,514,052</b>	<b>\$1,631,217</b>	<b>\$1,750,432</b>	<b>\$119,215</b>

Travel

Commitment Item	Name	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
5210010	IN-STATE TRAVEL-ADM	8,420	1,791	1,831	40
5210015	IN-STATE TRAVEL-CONF	12,943	1,531	1,565	34
5210020	IN-STATE TRAV-FIELD	75,498	82,790	84,653	1,863
5210025	IN-STATE TRV-BD MEM	10,668	24,396	24,945	549
5210030	IN-STATE TRV-IT/TRN	—	306	313	7
5210050	OUT-OF-STATE TRV-ADM	690	—	—	—
5210055	OUT-OF-STTRV-CONF	5,239	—	—	—
5210060	OUT-OF-STTRV-FIELD	22,245	49,186	50,292	1,106
<b>Total Travel:</b>		<b>\$135,703</b>	<b>\$160,000</b>	<b>\$163,599</b>	<b>\$3,599</b>

Operating Services

Commitment Item	Name	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
5310005	SERV-PRINTING	39	588	601	13
5310010	SERV-DUES & OTHER	36,451	35,447	36,245	798
5310400	SERV-MISC	2,383	16,888	17,268	380
5330017	MAINT-DATA SOFTWARE	2,965	3,468	3,546	78
5340020	RENT-EQUIPMENT	11,612	10,918	11,164	246
5350001	UTIL-INTERNET PROVID	24,392	3,591	3,672	81
5350004	UTIL-TELEPHONE SERV	561	—	—	—
5350006	UTIL-MAIL/DEL/POST	10,436	21,530	22,014	484
<b>Total Operating Services:</b>		<b>\$88,840</b>	<b>\$92,430</b>	<b>\$94,510</b>	<b>\$2,080</b>

**Supplies**

Commitment Item	Name	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
5410001	SUP-OFFICE SUPPLIES	13,112	12,196	12,470	274
5410006	SUP-COMPUTER	6,732	6,764	6,916	152
5410007	SUP-CLOTHING/UNIFORM	251	1,040	1,063	23
<b>Total Supplies:</b>		<b>\$20,095</b>	<b>\$20,000</b>	<b>\$20,449</b>	<b>\$449</b>

**Professional Services**

Commitment Item	Name	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
5510005	PROF SERV-LEGAL	210,000	315,000	322,087	7,087
<b>Total Professional Services:</b>		<b>\$210,000</b>	<b>\$315,000</b>	<b>\$322,087</b>	<b>\$7,087</b>

**Other Charges**

Commitment Item	Name	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
5620064	MISC-PROF SVCS	—	50,000	50,000	—
<b>Total Other Charges:</b>		<b>—</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>—</b>

**Interagency Transfers**

Commitment Item	Name	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
5950001	IAT-COMMODITY/SERV	89,973	106,080	106,080	—
5950007	IAT-PRINTING	14,617	4,010	4,010	—
5950008	IAT-POSTAGE	6	1,897	1,897	—
5950014	IAT-TELEPHONE	23,850	39,142	39,142	—
5950017	IAT-INSURANCE	41,854	34,507	34,507	—
5950026	IAT-RENTALS	68,303	68,304	68,304	—
5950034	IAT-OFFICE SUPPLIES	—	3,570	3,570	—
5950058	IAT-TECH SVCS	349,455	213,707	213,707	—
<b>Total Interagency Transfers:</b>		<b>\$588,059</b>	<b>\$471,217</b>	<b>\$471,217</b>	<b>—</b>

Acquisitions

Commitment Item	Name	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
5710224	ACQ-OFFICE FURN&EQP	978	—	—	—
5710229	ACQ-SEC/LAW ENFOR EQ	22	—	—	—
5710250	ACQ-AUTOMOBILES	—	18,119	—	(18,119)
<b>Total Acquisitions:</b>		<b>\$1,000</b>	<b>\$18,119</b>	<b>—</b>	<b>\$(18,119)</b>
<b>Total Agency Expenditures:</b>		<b>\$5,074,865</b>	<b>\$5,335,734</b>	<b>\$5,590,859</b>	<b>\$255,125</b>

**PROGRAM SUMMARY STATEMENT**

**1061 - Property Taxation Regulatory/Oversight**

**Means of Financing**

Description	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB	Percent Change
STATE GENERAL FUND (Direct)	2,157,964	1,968,912	2,179,290	210,378	10.68%
STATE GENERAL FUND BY:	—	—	—	—	—
INTERAGENCY TRANSFERS	—	—	—	—	—
FEES & SELF-GENERATED	2,916,901	3,366,822	3,411,569	44,747	1.33%
STATUTORY DEDICATIONS	—	—	—	—	—
FEDERAL FUNDS	—	—	—	—	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$5,074,865</b>	<b>\$5,335,734</b>	<b>\$5,590,859</b>	<b>\$255,125</b>	<b>4.78%</b>

**Fees and Self-Generated**

Description	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB	Percent Change
Tax Commission Expense Fund	2,916,901	3,366,822	3,411,569	44,747	1.33%
<b>Total:</b>	<b>\$2,916,901</b>	<b>\$3,366,822</b>	<b>\$3,411,569</b>	<b>\$44,747</b>	<b>1.33%</b>

**Program Expenditures**

Description	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB	Percent Change
Salaries	2,505,768	2,527,751	2,618,565	90,814	3.59%
Other Compensation	11,349	50,000	100,000	50,000	100.00%
Related Benefits	1,514,052	1,631,217	1,750,432	119,215	7.31%
<b>TOTAL PERSONAL SERVICES</b>	<b>\$4,031,169</b>	<b>\$4,208,968</b>	<b>\$4,468,997</b>	<b>\$260,029</b>	<b>6.18%</b>
Travel	135,703	160,000	163,599	3,599	2.25%
Operating Services	88,840	92,430	94,510	2,080	2.25%
Supplies	20,095	20,000	20,449	449	2.25%
<b>TOTAL OPERATING EXPENSES</b>	<b>\$244,637</b>	<b>\$272,430</b>	<b>\$278,558</b>	<b>\$6,128</b>	<b>2.25%</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$210,000</b>	<b>\$315,000</b>	<b>\$322,087</b>	<b>\$7,087</b>	<b>2.25%</b>
Other Charges	—	50,000	50,000	—	—
Debt Service	—	—	—	—	—
Interagency Transfers	588,059	471,217	471,217	—	—
<b>TOTAL OTHER CHARGES</b>	<b>\$588,059</b>	<b>\$521,217</b>	<b>\$521,217</b>	<b>—</b>	<b>—</b>
Acquisitions	1,000	18,119	—	(18,119)	(100.00)%
Major Repairs	—	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$1,000</b>	<b>\$18,119</b>	<b>—</b>	<b>\$(18,119)</b>	<b>(100.00)%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$5,074,865</b>	<b>\$5,335,734</b>	<b>\$5,590,859</b>	<b>\$255,125</b>	<b>4.78%</b>

**Program Positions**

Classified	30	30	30	—	—
Unclassified	6	6	6	—	—
<b>TOTAL AUTHORIZED T.O. POSITIONS</b>	<b>36</b>	<b>36</b>	<b>36</b>	<b>—</b>	<b>—</b>
<b>TOTAL AUTHORIZED OTHER CHARGES POSITIONS</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>TOTAL NON-T.O. FTE POSITIONS</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>—</b>	<b>—</b>
<b>TOTAL POSITIONS</b>	<b>37</b>	<b>37</b>	<b>37</b>	<b>—</b>	<b>—</b>

**Cost Detail**

**Means of Financing**

Description	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
State General Fund	2,157,964	1,968,912	2,179,290	210,378
Tax Commission Expense Fund	2,916,901	3,366,822	3,411,569	44,747
<b>Total:</b>	<b>\$5,074,865</b>	<b>\$5,335,734</b>	<b>\$5,590,859</b>	<b>\$255,125</b>

**Salaries**

Commitment Item	Name	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
5110010	SAL-CLASS-TO-REG	2,052,041	2,104,387	2,195,201	90,814
5110015	SAL-CLASS-TO-OT	566	—	—	—
5110020	SAL-CLASS-TO-TERM	10,756	—	—	—
5110025	SAL-UNCLASS-TO-REG	442,405	423,364	423,364	—
<b>Total Salaries:</b>		<b>\$2,505,768</b>	<b>\$2,527,751</b>	<b>\$2,618,565</b>	<b>\$90,814</b>

**Other Compensation**

Commitment Item	Name	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
5120010	COMPENSATION/WAGES	11,349	50,000	100,000	50,000
<b>Total Other Compensation:</b>		<b>\$11,349</b>	<b>\$50,000</b>	<b>\$100,000</b>	<b>\$50,000</b>

**Related Benefits**

Commitment Item	Name	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
5130010	RET CONTR-STATE EMP	941,618	893,848	970,520	76,672
5130020	RET CONTR-TEACHERS	32,276	34,986	34,986	—
5130050	POSTRET BENEFITS	221,502	242,457	285,000	42,543
5130055	FICA TAX (OASDI)	704	2,669	2,669	—
5130060	MEDICARE TAX	32,514	32,548	32,548	—

**Related Benefits** *(continued)*

Commitment Item	Name	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
5130070	GRP INS CONTRIBUTION	265,419	404,418	404,418	—
5130090	TAXABLE FRINGE BEN	20,020	20,291	20,291	—
<b>Total Related Benefits:</b>		<b>\$1,514,052</b>	<b>\$1,631,217</b>	<b>\$1,750,432</b>	<b>\$119,215</b>

**Travel**

Commitment Item	Name	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
5210010	IN-STATE TRAVEL-ADM	8,420	1,791	1,831	40
5210015	IN-STATE TRAVEL-CONF	12,943	1,531	1,565	34
5210020	IN-STATE TRAV-FIELD	75,498	82,790	84,653	1,863
5210025	IN-STATE TRV-BD MEM	10,668	24,396	24,945	549
5210030	IN-STATE TRV-IT/TRN	—	306	313	7
5210050	OUT-OF-STATE TRV-ADM	690	—	—	—
5210055	OUT-OF-STTRV-CONF	5,239	—	—	—
5210060	OUT-OF-STTRV-FIELD	22,245	49,186	50,292	1,106
<b>Total Travel:</b>		<b>\$135,703</b>	<b>\$160,000</b>	<b>\$163,599</b>	<b>\$3,599</b>

**Operating Services**

Commitment Item	Name	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
5310005	SERV-PRINTING	39	588	601	13
5310010	SERV-DUES & OTHER	36,451	35,447	36,245	798
5310400	SERV-MISC	2,383	16,888	17,268	380
5330017	MAINT-DATA SOFTWARE	2,965	3,468	3,546	78
5340020	RENT-EQUIPMENT	11,612	10,918	11,164	246
5350001	UTIL-INTERNET PROVID	24,392	3,591	3,672	81
5350004	UTIL-TELEPHONE SERV	561	—	—	—
5350006	UTIL-MAIL/DEL/POST	10,436	21,530	22,014	484
<b>Total Operating Services:</b>		<b>\$88,840</b>	<b>\$92,430</b>	<b>\$94,510</b>	<b>\$2,080</b>

**Supplies**

Commitment Item	Name	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
5410001	SUP-OFFICE SUPPLIES	13,112	12,196	12,470	274
5410006	SUP-COMPUTER	6,732	6,764	6,916	152
5410007	SUP-CLOTHING/UNIFORM	251	1,040	1,063	23
<b>Total Supplies:</b>		<b>\$20,095</b>	<b>\$20,000</b>	<b>\$20,449</b>	<b>\$449</b>

**Professional Services**

Commitment Item	Name	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
5510005	PROF SERV-LEGAL	210,000	315,000	322,087	7,087
<b>Total Professional Services:</b>		<b>\$210,000</b>	<b>\$315,000</b>	<b>\$322,087</b>	<b>\$7,087</b>

**Other Charges**

Commitment Item	Name	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
5620064	MISC-PROF SVCS	—	50,000	50,000	—
<b>Total Other Charges:</b>		<b>—</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>—</b>

**Interagency Transfers**

Commitment Item	Name	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
5950001	IAT-COMMODITY/SERV	89,973	106,080	106,080	—
5950007	IAT-PRINTING	14,617	4,010	4,010	—
5950008	IAT-POSTAGE	6	1,897	1,897	—
5950014	IAT-TELEPHONE	23,850	39,142	39,142	—
5950017	IAT-INSURANCE	41,854	34,507	34,507	—
5950026	IAT-RENTALS	68,303	68,304	68,304	—
5950034	IAT-OFFICE SUPPLIES	—	3,570	3,570	—
5950058	IAT-TECH SVCS	349,455	213,707	213,707	—
<b>Total Interagency Transfers:</b>		<b>\$588,059</b>	<b>\$471,217</b>	<b>\$471,217</b>	<b>—</b>

**Acquisitions**

Commitment Item	Name	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB
5710224	ACQ-OFFICE FURN&EQP	978	—	—	—
5710229	ACQ-SEC/LAW ENFOR EQ	22	—	—	—
5710250	ACQ-AUTOMOBILES	—	18,119	—	(18,119)
<b>Total Acquisitions:</b>		<b>\$1,000</b>	<b>\$18,119</b>	<b>—</b>	<b>\$(18,119)</b>
<b>Total Expenditures for Program 1061</b>		<b>\$5,074,865</b>	<b>\$5,335,734</b>	<b>\$5,590,859</b>	<b>\$255,125</b>
<b>Total Agency Expenditures:</b>		<b>\$5,074,865</b>	<b>\$5,335,734</b>	<b>\$5,590,859</b>	<b>\$255,125</b>

**SOURCE OF FUNDING SUMMARY**

**Agency Overview**

**Fees & Self-generated**

Description	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Total Request	Over/Under EOB	Form ID
RV4-TAX COMM EXP	2,916,901	3,366,822	3,411,569	44,747	22962
<b>Total Fees &amp; Self-generated</b>	<b>\$2,916,901</b>	<b>\$3,366,822</b>	<b>\$3,411,569</b>	<b>\$44,747</b>	
<b>Total Sources of Funding:</b>	<b>\$2,916,901</b>	<b>\$3,366,822</b>	<b>\$3,411,569</b>	<b>\$44,747</b>	

**SOURCE OF FUNDING DETAIL**

**Fees & Self-generated**

**Form 22962 — 106-RV4**

Expenditures	Existing Operating Budget as of 10/01/2023			FY2024-2025 Total Request			FY2025-2026 Projected		
	Means of Financing	In-Kind Match	Cash Match	Means of Financing	In-Kind Match	Cash Match	Means of Financing	In-Kind Match	Cash Match
Salaries	1,696,728	—	—	1,696,728	—	—	1,603,762	—	—
Other Compensation	50,000	—	—	100,000	—	—	100,000	—	—
Related Benefits	803,894	—	—	803,894	—	—	747,208	—	—
<b>TOTAL PERSONAL SERVICES</b>	<b>\$2,550,622</b>	<b>—</b>	<b>—</b>	<b>\$2,600,622</b>	<b>—</b>	<b>—</b>	<b>\$2,450,970</b>	<b>—</b>	<b>—</b>
Travel	144,500	—	—	147,750	—	—	147,927	—	—
Operating Services	92,430	—	—	94,510	—	—	94,621	—	—
Supplies	20,000	—	—	20,449	—	—	20,474	—	—
<b>TOTAL OPERATING EXPENSES</b>	<b>\$256,930</b>	<b>—</b>	<b>—</b>	<b>\$262,709</b>	<b>—</b>	<b>—</b>	<b>\$263,022</b>	<b>—</b>	<b>—</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$315,000</b>	<b>—</b>	<b>—</b>	<b>\$322,087</b>	<b>—</b>	<b>—</b>	<b>\$322,466</b>	<b>—</b>	<b>—</b>
Other Charges	50,000	—	—	50,000	—	—	50,000	—	—
Debt Service	—	—	—	—	—	—	—	—	—
Interagency Transfers	176,151	—	—	176,151	—	—	159,995	—	—
<b>TOTAL OTHER CHARGES</b>	<b>\$226,151</b>	<b>—</b>	<b>—</b>	<b>\$226,151</b>	<b>—</b>	<b>—</b>	<b>\$209,995</b>	<b>—</b>	<b>—</b>
Acquisitions	18,119	—	—	—	—	—	—	—	—
Major Repairs	—	—	—	—	—	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$18,119</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>TOTAL EXPENDITURES</b>	<b>\$3,366,822</b>	<b>—</b>	<b>—</b>	<b>\$3,411,569</b>	<b>—</b>	<b>—</b>	<b>\$3,246,453</b>	<b>—</b>	<b>—</b>

Form 22962 — 106-RV4

Question	Narrative Response
<b>State the purpose, source and legal citation.</b>	Interest :R.S. 47:1838 Assessment Fee: R.S. 47:1838 and R.S. 47:1838 ET SEQ of ACT 184 (1993) ACT 551 ( formerly HB 608) of 2016 Regular Session Public Service Audit Fee : R.S.47:1838 ET SEQ of ACT 184 (1993) Personal Property and Audit Fee : R.S.47:1838 ET SEQ of ACT 184 (1993)
<b>Agency discretion or Federal requirement?</b>	Expenses reflects agency (LOUISIANA TAX COMMISSION) discretion.
<b>Describe any budgetary peculiarities.</b>	No peculiarities. No budget constraints.
<b>Is the Total Request amount for multiple years?</b>	Total request amount is \$5,545,046 for FY 2023-2024. EOB is 5,440,859
<b>Additional information or comments.</b>	Yes, Any unexpended funds listed in EOB column or unexpected and/ or over collected statutory dedications will remain in Louisiana Tax Commission Expense Fund (R.S. 47:1838. Preliminary projected carry forward amount from EOB 2022-2023 to Requested Year 2023-2024 is \$2,113,869
<b>Provide the amount of any indirect costs.</b>	NA
<b>Any indirect costs funded with other MOF?</b>	NA
<b>Objectives and indicators in the Operational Plan.</b>	NA
<b>Additional information or comments.</b>	NA

**EXPENDITURES BY MEANS OF FINANCING**

**Existing Operating Budget**

Expenditures	Used as a Cash Match	Total Means of Financing By Expenditure	Total State General Fund	Fees & Self-generated Form ID 22962 RV4-TAX COMM EXP
Salaries	—	2,527,751	831,023	1,696,728
Other Compensation	—	50,000	—	50,000
Related Benefits	—	1,631,217	827,323	803,894
<b>TOTAL PERSONAL SERVICES</b>	<b>—</b>	<b>\$4,208,968</b>	<b>\$1,658,346</b>	<b>\$2,550,622</b>
Travel	—	160,000	15,500	144,500
Operating Services	—	92,430	—	92,430
Supplies	—	20,000	—	20,000
<b>TOTAL OPERATING EXPENSES</b>	<b>—</b>	<b>\$272,430</b>	<b>\$15,500</b>	<b>\$256,930</b>
<b>PROFESSIONAL SERVICES</b>	<b>—</b>	<b>\$315,000</b>	<b>—</b>	<b>\$315,000</b>
Other Charges	—	50,000	—	50,000
Debt Service	—	—	—	—
Interagency Transfers	—	471,217	295,066	176,151
<b>TOTAL OTHER CHARGES</b>	<b>—</b>	<b>\$521,217</b>	<b>\$295,066</b>	<b>\$226,151</b>
Acquisitions	—	18,119	—	18,119
Major Repairs	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>—</b>	<b>\$18,119</b>	<b>—</b>	<b>\$18,119</b>
<b>TOTAL EXPENDITURES</b>	<b>—</b>	<b>\$5,335,734</b>	<b>\$1,968,912</b>	<b>\$3,366,822</b>

## Total Request

Expenditures	Used as a Cash Match	Total Means of Financing By Expenditure	Total State General Fund	Fees & Self-generated Form ID 22962 RV4-TAX COMM EXP
Salaries	—	2,618,565	921,837	1,696,728
Other Compensation	—	100,000	—	100,000
Related Benefits	—	1,750,432	946,538	803,894
<b>TOTAL PERSONAL SERVICES</b>	<b>—</b>	<b>\$4,468,997</b>	<b>\$1,868,375</b>	<b>\$2,600,622</b>
Travel	—	163,599	15,849	147,750
Operating Services	—	94,510	—	94,510
Supplies	—	20,449	—	20,449
<b>TOTAL OPERATING EXPENSES</b>	<b>—</b>	<b>\$278,558</b>	<b>\$15,849</b>	<b>\$262,709</b>
<b>PROFESSIONAL SERVICES</b>	<b>—</b>	<b>\$322,087</b>	<b>—</b>	<b>\$322,087</b>
Other Charges	—	50,000	—	50,000
Debt Service	—	—	—	—
Interagency Transfers	—	471,217	295,066	176,151
<b>TOTAL OTHER CHARGES</b>	<b>—</b>	<b>\$521,217</b>	<b>\$295,066</b>	<b>\$226,151</b>
Acquisitions	—	—	—	—
Major Repairs	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>TOTAL EXPENDITURES</b>	<b>—</b>	<b>\$5,590,859</b>	<b>\$2,179,290</b>	<b>\$3,411,569</b>

**REVENUE COLLECTIONS/INCOME**

**Fees & Self-generated**

**RV4 - Tax Commission Expense Fund**

Source	Commitment Item	Commitment Item Name	FY2022-2023 Actuals	FY-2024 Estimate	FY2024-2025 Projected	Over/Under Current Year Estimate
<b>SOURCE</b>						
RV4-TAX COMM EXP	4550087	FEES-OTH-ASSESSMENT	3,056,805	3,366,822	3,411,569	44,747
RV4-TAX COMM EXP	4550485	FEES-OTHER-INTEREST	1,160	—	—	—
RV4-TAX COMM EXP	4550486	FEES-OTH-PUBLIC SRV	21,396	—	—	—
RV4-TAX COMM EXP	4830016	PY CASH CARRYOVER	2,113,869	2,276,329	2,288,318	11,989
<b>Total Collections/Income</b>			<b>\$5,193,230</b>	<b>\$5,643,151</b>	<b>\$5,699,887</b>	<b>\$56,736</b>
<b>TYPE</b>						
Expenditures Source of Funding Form (BR-6)			2,916,901	3,366,822	3,411,569	44,747
Carryover			2,276,329	2,276,329	2,288,318	11,989
<b>Total Expenditures, Transfers and Carry Forwards to Next FY</b>			<b>\$5,193,230</b>	<b>\$5,643,151</b>	<b>\$5,699,887</b>	<b>\$56,736</b>
<b>Difference in Total Collections/Income and Total Expenditures, Transfers and Carry Forwards to Next FY</b>			<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>

**Justification of Differences**

**Form 25112 — LTC FEE**

Question	Narrative Response
Explain any transfers to other appropriations.	
Break out INA by Source of Funding.	
Additional information or comments.	

**SCHEDULE OF REQUESTED EXPENDITURES**

**1061 - Property Taxation Regulatory/Oversight**

**Travel**

<b>FY2024-2025 Request</b>	<b>Description</b>
1,914	ADMIN, EDUCATIONAL, SEMINARS, CONFERENCES
1,831	ADMINISTRATIVE TRAVEL
75,201	FIELD TRAVEL, EDUCATIONAL, SEMINARS, CONFERENCES
84,653	OUT OF STATE TRAVEL
<b>\$163,599</b>	<b>Total Travel</b>

**Operating Services**

<b>FY2024-2025 Request</b>	<b>Description</b>
3,481	DATA PROCESSING
11,164	EQUIPMENT RENTAL
3,546	INTERNET SERVICE
22,014	MAIL AND POSTAGE
36,245	MEMBERSHIP AND SUBSCRIPTION
792	PRINTING
17,268	VARIOUS MISC EXP.
<b>\$94,510</b>	<b>Total Operating Services</b>

**Supplies**

<b>FY2024-2025 Request</b>	<b>Description</b>
6,917	COMPUTER SUPPLIES
12,470	OFFICE SUPPLIES
1,062	UNIFORMS
<b>\$20,449</b>	<b>Total Supplies</b>

**Professional Services**

FY2024-2025 Request	Means of Financing	Description
322,087	Tax Commission Expense Fund	
<b>\$322,087</b>		<b>LEGAL CONTRACT-FAIRCLOTH</b>
<b>\$322,087</b>	<b>Total Professional Services</b>	

**Other Charges**

FY2024-2025 Request	Means of Financing	Description
50,000	Tax Commission Expense Fund	
<b>\$50,000</b>		<b>TRENDSIC-WEBSITE,PARTS AND TAMS</b>
<b>\$50,000</b>	<b>Total Other Charges</b>	

**Interagency Transfers**

FY2024-2025 Request	Means of Financing	Receiving Agency	Description
15,382	State General Fund		
<b>\$15,382</b>		<b>PUB SAFETY OFF OF MGMT &amp; FIN</b>	<b>CAPITAL PARK SECURITY</b>
14,331	State General Fund		
<b>\$14,331</b>		<b>STATE CIVIL SERVICE</b>	<b>CIVIL SERVICE</b>
41,129	State General Fund		
<b>\$41,129</b>		<b>LEGISLATIVE AUDITOR</b>	<b>LOUISIANA LEGISLATIVE AUDITORS</b>
3,040	State General Fund		
<b>\$3,040</b>		<b>DIVISION OF ADMINISTRATION</b>	<b>LOUISIANA STATE REGISTER</b>
33,969	State General Fund		
<b>\$33,969</b>		<b>DIVISION OF ADMINISTRATION</b>	<b>OFFICE OF HUMAN RESOURCES</b>
7,247	State General Fund		
<b>\$7,247</b>		<b>DOA-OFFICE OF ST PROCUREMENT</b>	<b>OFFICE OF STATE PURCHASING</b>
1,766	State General Fund		
<b>\$1,766</b>		<b>UNIFORM PAYROLL OFFICE</b>	<b>OFFICE OF UNIFORM PAYROLL</b>

**Interagency Transfers** *(continued)*

<b>FY2024-2025 Request</b>	<b>Means of Financing</b>	<b>Receiving Agency</b>	<b>Description</b>
353,353	Tax Commission Expense Fund		
<b>\$353,353</b>		<b>DIVISION OF ADMINISTRATION</b>	<b>ORM-41854,OFSS 1766 RENT68304, OTS 244438</b>
1,000	State General Fund		
<b>\$1,000</b>		<b>DOA-OFFICE OF TECHNOLOGY SVCS</b>	<b>STATE PRINTING</b>
<b>\$471,217</b>	<b>Total Interagency Transfers</b>		



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# Continuation Budget Adjustments

**AGENCY SUMMARY STATEMENT**

**Total Agency**

**Means of Financing**

Description	Existing Operating Budget as of 10/01/2023	Non-Recurring	Inflation	Compulsory	Workload	Other	FY2024-2025 Requested Continuation Level
STATE GENERAL FUND (Direct)	1,968,912	—	349	210,029	—	—	2,179,290
STATE GENERAL FUND BY:	—	—	—	—	—	—	—
INTERAGENCY TRANSFERS	—	—	—	—	—	—	—
FEES & SELF-GENERATED	3,366,822	(18,119)	12,866	50,000	—	—	3,411,569
STATUTORY DEDICATIONS	—	—	—	—	—	—	—
FEDERAL FUNDS	—	—	—	—	—	—	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$5,335,734</b>	<b>\$(18,119)</b>	<b>\$13,215</b>	<b>\$260,029</b>	<b>—</b>	<b>—</b>	<b>\$5,590,859</b>

**Fees and Self-Generated**

Description	Existing Operating Budget as of 10/01/2023	Non-Recurring	Inflation	Compulsory	Workload	Other	FY2024-2025 Requested Continuation Level
Tax Commission Expense Fund	3,366,822	(18,119)	12,866	50,000	—	—	3,411,569
<b>Total:</b>	<b>\$3,366,822</b>	<b>\$(18,119)</b>	<b>\$12,866</b>	<b>\$50,000</b>	<b>—</b>	<b>—</b>	<b>\$3,411,569</b>

**Statutory Dedications**

Description	Existing Operating Budget as of 10/01/2023	Non-Recurring	Inflation	Compulsory	Workload	Other	FY2024-2025 Requested Continuation Level
<b>Total:</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>

Expenditures and Positions

Description	Existing Operating Budget as of 10/01/2023	Non-Recurring	Inflation	Compulsory	Workload	Other	FY2024-2025 Requested Continuation Level
Salaries	2,527,751	—	—	90,814	—	—	2,618,565
Other Compensation	50,000	—	—	50,000	—	—	100,000
Related Benefits	1,631,217	—	—	119,215	—	—	1,750,432
<b>TOTAL PERSONAL SERVICES</b>	<b>\$4,208,968</b>	<b>—</b>	<b>—</b>	<b>\$260,029</b>	<b>—</b>	<b>—</b>	<b>\$4,468,997</b>
Travel	160,000	—	3,599	—	—	—	163,599
Operating Services	92,430	—	2,080	—	—	—	94,510
Supplies	20,000	—	449	—	—	—	20,449
<b>TOTAL OPERATING EXPENSES</b>	<b>\$272,430</b>	<b>—</b>	<b>\$6,128</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$278,558</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$315,000</b>	<b>—</b>	<b>\$7,087</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$322,087</b>
Other Charges	50,000	—	—	—	—	—	50,000
Debt Service	—	—	—	—	—	—	—
Interagency Transfers	471,217	—	—	—	—	—	471,217
<b>TOTAL OTHER CHARGES</b>	<b>\$521,217</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$521,217</b>
Acquisitions	18,119	(18,119)	—	—	—	—	—
Major Repairs	—	—	—	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$18,119</b>	<b>\$(18,119)</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>TOTAL EXPENDITURES</b>	<b>\$5,335,734</b>	<b>\$(18,119)</b>	<b>\$13,215</b>	<b>\$260,029</b>	<b>—</b>	<b>—</b>	<b>\$5,590,859</b>
Classified	30	—	—	—	—	—	30
Unclassified	6	—	—	—	—	—	6
<b>TOTAL AUTHORIZED T.O. POSITIONS</b>	<b>36</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>36</b>
<b>TOTAL AUTHORIZED OTHER CHARGES POSITIONS</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>TOTAL NON-T.O. FTE POSITIONS</b>	<b>1</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1</b>

## CONTINUATION BUDGET ADJUSTMENTS - SUMMARIZED

### Form 25991 — FY24-25 Non-recurring Carryforwards

#### Means of Financing

	Amount
STATE GENERAL FUND (Direct)	—
STATE GENERAL FUND BY:	—
INTERAGENCY TRANSFERS	—
FEES & SELF-GENERATED	(18,118)
STATUTORY DEDICATIONS	—
FEDERAL FUNDS	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$(18,118)</b>

#### Expenditures

	Amount
Salaries	—
Other Compensation	—
Related Benefits	—
<b>TOTAL PERSONAL SERVICES</b>	<b>—</b>
Travel	—
Operating Services	—
Supplies	—
<b>TOTAL OPERATING EXPENSES</b>	<b>—</b>
<b>PROFESSIONAL SERVICES</b>	<b>—</b>
Other Charges	—
Debt Service	—
Interagency Transfers	—
<b>TOTAL OTHER CHARGES</b>	<b>—</b>
Acquisitions	(18,118)
Major Repairs	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$(18,118)</b>
<b>TOTAL EXPENDITURES</b>	<b>\$(18,118)</b>

#### Positions

	FTE
Classified	—
Unclassified	—
<b>TOTAL AUTHORIZED T.O. POSITIONS</b>	<b>—</b>
<b>TOTAL AUTHORIZED OTHER CHARGES POSITIONS</b>	<b>—</b>
<b>TOTAL NON-T.O. FTE POSITIONS</b>	<b>—</b>

**Form 25992 — FY24-25 Non-Recurring Acquisitions and Major Repairs**  
**Means of Financing**

	Amount
STATE GENERAL FUND (Direct)	—
STATE GENERAL FUND BY:	—
INTERAGENCY TRANSFERS	—
FEES & SELF-GENERATED	(1)
STATUTORY DEDICATIONS	—
FEDERAL FUNDS	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$(1)</b>

**Expenditures**

	Amount
Salaries	—
Other Compensation	—
Related Benefits	—
<b>TOTAL PERSONAL SERVICES</b>	<b>—</b>
Travel	—
Operating Services	—
Supplies	—
<b>TOTAL OPERATING EXPENSES</b>	<b>—</b>
<b>PROFESSIONAL SERVICES</b>	<b>—</b>
Other Charges	—
Debt Service	—
Interagency Transfers	—
<b>TOTAL OTHER CHARGES</b>	<b>—</b>
Acquisitions	(1)
Major Repairs	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$(1)</b>
<b>TOTAL EXPENDITURES</b>	<b>\$(1)</b>

**Positions**

	FTE
Classified	—
Unclassified	—
<b>TOTAL AUTHORIZED T.O. POSITIONS</b>	<b>—</b>
<b>TOTAL AUTHORIZED OTHER CHARGES POSITIONS</b>	<b>—</b>
<b>TOTAL NON-T.O. FTE POSITIONS</b>	<b>—</b>

Continuation Budget Adjustments - Summarized

Total Agency  
Request Type: INFLATION

Form 25994 — FY24-25 Standard Inflation Adjustment

Means of Financing

	Amount
STATE GENERAL FUND (Direct)	349
STATE GENERAL FUND BY:	—
INTERAGENCY TRANSFERS	—
FEES & SELF-GENERATED	12,866
STATUTORY DEDICATIONS	—
FEDERAL FUNDS	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$13,215</b>

Expenditures

	Amount
Salaries	—
Other Compensation	—
Related Benefits	—
<b>TOTAL PERSONAL SERVICES</b>	<b>—</b>
Travel	3,599
Operating Services	2,080
Supplies	449
<b>TOTAL OPERATING EXPENSES</b>	<b>\$6,128</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$7,087</b>
Other Charges	—
Debt Service	—
Interagency Transfers	—
<b>TOTAL OTHER CHARGES</b>	<b>—</b>
Acquisitions	—
Major Repairs	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>—</b>
<b>TOTAL EXPENDITURES</b>	<b>\$13,215</b>

Positions

	FTE
Classified	—
Unclassified	—
<b>TOTAL AUTHORIZED T.O. POSITIONS</b>	<b>—</b>
<b>TOTAL AUTHORIZED OTHER CHARGES POSITIONS</b>	<b>—</b>
<b>TOTAL NON-T.O. FTE POSITIONS</b>	<b>—</b>

Continuation Budget Adjustments - Summarized

Total Agency  
Request Type: COMPULSORY

Form 25978 — 106- Salaries and Benefits

Means of Financing

	Amount
STATE GENERAL FUND (Direct)	210,029
STATE GENERAL FUND BY:	—
INTERAGENCY TRANSFERS	—
FEES & SELF-GENERATED	50,000
STATUTORY DEDICATIONS	—
FEDERAL FUNDS	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$260,029</b>

Expenditures

	Amount
Salaries	90,814
Other Compensation	50,000
Related Benefits	119,215
<b>TOTAL PERSONAL SERVICES</b>	<b>\$260,029</b>
Travel	—
Operating Services	—
Supplies	—
<b>TOTAL OPERATING EXPENSES</b>	<b>—</b>
<b>PROFESSIONAL SERVICES</b>	<b>—</b>
Other Charges	—
Debt Service	—
Interagency Transfers	—
<b>TOTAL OTHER CHARGES</b>	<b>—</b>
Acquisitions	—
Major Repairs	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>—</b>
<b>TOTAL EXPENDITURES</b>	<b>\$260,029</b>

Positions

	FTE
Classified	—
Unclassified	—
<b>TOTAL AUTHORIZED T.O. POSITIONS</b>	<b>—</b>
<b>TOTAL AUTHORIZED OTHER CHARGES POSITIONS</b>	<b>—</b>
<b>TOTAL NON-T.O. FTE POSITIONS</b>	<b>—</b>

**PROGRAM SUMMARY STATEMENT**

**1061 - Property Taxation Regulatory/Oversight**

**Means of Financing**

Description	Existing Operating Budget as of 10/01/2023	Non-Recurring	Inflation	Compulsory	Workload	Other	FY2024-2025 Requested Continuation Level
STATE GENERAL FUND (Direct)	1,968,912	—	349	210,029	—	—	2,179,290
STATE GENERAL FUND BY:	—	—	—	—	—	—	—
INTERAGENCY TRANSFERS	—	—	—	—	—	—	—
FEEES & SELF-GENERATED	3,366,822	(18,119)	12,866	50,000	—	—	3,411,569
STATUTORY DEDICATIONS	—	—	—	—	—	—	—
FEDERAL FUNDS	—	—	—	—	—	—	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$5,335,734</b>	<b>\$(18,119)</b>	<b>\$13,215</b>	<b>\$260,029</b>	<b>—</b>	<b>—</b>	<b>\$5,590,859</b>

**Fees and Self-Generated**

Description	Existing Operating Budget as of 10/01/2023	Non-Recurring	Inflation	Compulsory	Workload	Other	FY2024-2025 Requested Continuation Level
Tax Commission Expense Fund	3,366,822	(18,119)	12,866	50,000	—	—	3,411,569
<b>Total:</b>	<b>\$3,366,822</b>	<b>\$(18,119)</b>	<b>\$12,866</b>	<b>\$50,000</b>	<b>—</b>	<b>—</b>	<b>\$3,411,569</b>

Expenditures and Positions

Description	Existing Operating Budget as of 10/01/2023	Non-Recurring	Inflation	Compulsory	Workload	Other	FY2024-2025 Requested Continuation Level
Salaries	2,527,751	—	—	90,814	—	—	2,618,565
Other Compensation	50,000	—	—	50,000	—	—	100,000
Related Benefits	1,631,217	—	—	119,215	—	—	1,750,432
<b>TOTAL PERSONAL SERVICES</b>	<b>\$4,208,968</b>	<b>—</b>	<b>—</b>	<b>\$260,029</b>	<b>—</b>	<b>—</b>	<b>\$4,468,997</b>
Travel	160,000	—	3,599	—	—	—	163,599
Operating Services	92,430	—	2,080	—	—	—	94,510
Supplies	20,000	—	449	—	—	—	20,449
<b>TOTAL OPERATING EXPENSES</b>	<b>\$272,430</b>	<b>—</b>	<b>\$6,128</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$278,558</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$315,000</b>	<b>—</b>	<b>\$7,087</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$322,087</b>
Other Charges	50,000	—	—	—	—	—	50,000
Debt Service	—	—	—	—	—	—	—
Interagency Transfers	471,217	—	—	—	—	—	471,217
<b>TOTAL OTHER CHARGES</b>	<b>\$521,217</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$521,217</b>
Acquisitions	18,119	(18,119)	—	—	—	—	—
Major Repairs	—	—	—	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$18,119</b>	<b>\$(18,119)</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>TOTAL EXPENDITURES</b>	<b>\$5,335,734</b>	<b>\$(18,119)</b>	<b>\$13,215</b>	<b>\$260,029</b>	<b>—</b>	<b>—</b>	<b>\$5,590,859</b>
Classified	30	—	—	—	—	—	30
Unclassified	6	—	—	—	—	—	6
<b>TOTAL AUTHORIZED T.O. POSITIONS</b>	<b>36</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>36</b>
<b>TOTAL AUTHORIZED OTHER CHARGES POSITIONS</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>TOTAL NON-T.O. FTE POSITIONS</b>	<b>1</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1</b>

**CONTINUATION BUDGET ADJUSTMENTS - BY PROGRAM**

**Form 25991 — FY24-25 Non-recurring Carryforwards**

**1061 - Property Taxation Regulatory/Oversight**

**Means of Financing**

	Amount
STATE GENERAL FUND (Direct)	—
STATE GENERAL FUND BY:	—
INTERAGENCY TRANSFERS	—
FEES & SELF-GENERATED	(18,118)
STATUTORY DEDICATIONS	—
FEDERAL FUNDS	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$(18,118)</b>

**Expenditures**

	Amount
Salaries	—
Other Compensation	—
Related Benefits	—
<b>TOTAL PERSONAL SERVICES</b>	<b>—</b>
Travel	—
Operating Services	—
Supplies	—
<b>TOTAL OPERATING EXPENSES</b>	<b>—</b>
<b>PROFESSIONAL SERVICES</b>	<b>—</b>
Other Charges	—
Debt Service	—
Interagency Transfers	—
<b>TOTAL OTHER CHARGES</b>	<b>—</b>
Acquisitions	(18,118)
Major Repairs	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$(18,118)</b>
<b>TOTAL EXPENDITURES</b>	<b>\$(18,118)</b>

**Positions**

	FTE
Classified	—
Unclassified	—
<b>TOTAL AUTHORIZED T.O. POSITIONS</b>	<b>—</b>
<b>TOTAL AUTHORIZED OTHER CHARGES POSITIONS</b>	<b>—</b>
<b>TOTAL NON-T.O. FTE POSITIONS</b>	<b>—</b>

**Fees and Self-Generated**

	Amount
Tax Commission Expense Fund	(18,118)
<b>Total:</b>	<b>\$(18,118)</b>

**Statutory Dedications**

	Amount
<b>Total:</b>	<b>—</b>

**Supporting Detail**

**Means of Financing**

Description	Amount
Tax Commission Expense Fund	(18,118)
<b>Total:</b>	<b>\$(18,118)</b>

**Acquisitions**

Commitment item	Name	Amount
5710250	ACQ-AUTOMOBILES	(18,118)
<b>Total:</b>		<b>\$(18,118)</b>

**Form 25992 — FY24-25 Non-Recurring Acquisitions and Major Repairs**

**1061 - Property Taxation Regulatory/Oversight**

**Means of Financing**

	Amount
STATE GENERAL FUND (Direct)	—
STATE GENERAL FUND BY:	—
INTERAGENCY TRANSFERS	—
FEES & SELF-GENERATED	(1)
STATUTORY DEDICATIONS	—
FEDERAL FUNDS	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$(1)</b>

**Expenditures**

	Amount
Salaries	—
Other Compensation	—
Related Benefits	—
<b>TOTAL PERSONAL SERVICES</b>	<b>—</b>
Travel	—
Operating Services	—
Supplies	—
<b>TOTAL OPERATING EXPENSES</b>	<b>—</b>
<b>PROFESSIONAL SERVICES</b>	<b>—</b>
Other Charges	—
Debt Service	—
Interagency Transfers	—
<b>TOTAL OTHER CHARGES</b>	<b>—</b>
Acquisitions	(1)
Major Repairs	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$(1)</b>
<b>TOTAL EXPENDITURES</b>	<b>\$(1)</b>

**Positions**

	FTE
Classified	—
Unclassified	—
<b>TOTAL AUTHORIZED T.O. POSITIONS</b>	<b>—</b>
<b>TOTAL AUTHORIZED OTHER CHARGES POSITIONS</b>	<b>—</b>
<b>TOTAL NON-T.O. FTE POSITIONS</b>	<b>—</b>

**Fees and Self-Generated**

	Amount
Tax Commission Expense Fund	(1)
<b>Total:</b>	<b>\$(1)</b>

**Statutory Dedications**

	Amount
<b>Total:</b>	<b>—</b>

**Supporting Detail**

**Means of Financing**

Description	Amount
Tax Commission Expense Fund	(1)
<b>Total:</b>	<b>\$(1)</b>

**Acquisitions**

Commitment item	Name	Amount
5710250	ACQ-AUTOMOBILES	(1)
<b>Total:</b>		<b>\$(1)</b>

**Form 25994 — FY24-25 Standard Inflation Adjustment**

**1061 - Property Taxation Regulatory/Oversight**

**Means of Financing**

	Amount
STATE GENERAL FUND (Direct)	349
STATE GENERAL FUND BY:	—
INTERAGENCY TRANSFERS	—
FEES & SELF-GENERATED	12,866
STATUTORY DEDICATIONS	—
FEDERAL FUNDS	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$13,215</b>

**Expenditures**

	Amount
Salaries	—
Other Compensation	—
Related Benefits	—
<b>TOTAL PERSONAL SERVICES</b>	<b>—</b>
Travel	3,599
Operating Services	2,080
Supplies	449
<b>TOTAL OPERATING EXPENSES</b>	<b>\$6,128</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$7,087</b>
Other Charges	—
Debt Service	—
Interagency Transfers	—
<b>TOTAL OTHER CHARGES</b>	<b>—</b>
Acquisitions	—
Major Repairs	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>—</b>
<b>TOTAL EXPENDITURES</b>	<b>\$13,215</b>

**Positions**

	FTE
Classified	—
Unclassified	—
<b>TOTAL AUTHORIZED T.O. POSITIONS</b>	<b>—</b>
<b>TOTAL AUTHORIZED OTHER CHARGES POSITIONS</b>	<b>—</b>
<b>TOTAL NON-T.O. FTE POSITIONS</b>	<b>—</b>

**Fees and Self-Generated**

	Amount
Tax Commission Expense Fund	12,866
<b>Total:</b>	<b>\$12,866</b>

**Statutory Dedications**

	Amount
<b>Total:</b>	<b>—</b>

**Supporting Detail**

**Means of Financing**

Description	Amount
State General Fund	349
Tax Commission Expense Fund	12,866
<b>Total:</b>	<b>\$13,215</b>

**Travel**

Commitment item	Name	Amount
5210010	IN-STATE TRAVEL-ADM	40
5210015	IN-STATE TRAVEL-CONF	34
5210020	IN-STATE TRAV-FIELD	1,863
5210025	IN-STATE TRV-BD MEM	549
5210030	IN-STATE TRV-IT/TRN	7
5210060	OUT-OF-STTRV-FIELD	1,106
<b>Total:</b>		<b>\$3,599</b>

**Operating Services**

Commitment item	Name	Amount
5310005	SERV-PRINTING	13
5310010	SERV-DUES & OTHER	798
5310400	SERV-MISC	380
5330017	MAINT-DATA SOFTWARE	78
5340020	RENT-EQUIPMENT	246
5350001	UTIL-INTERNET PROVID	81
5350006	UTIL-MAIL/DEL/POST	484
<b>Total:</b>		<b>\$2,080</b>

**Supplies**

Commitment item	Name	Amount
5410001	SUP-OFFICE SUPPLIES	274
5410006	SUP-COMPUTER	152
5410007	SUP-CLOTHING/UNIFORM	23
<b>Total:</b>		<b>\$449</b>

**Professional Services**

Commitment item	Name	Amount
5510005	PROF SERV-LEGAL	7,087
<b>Total:</b>		<b>\$7,087</b>

**Form 25978 — 106- Salaries and Benefits**

**1061 - Property Taxation Regulatory/Oversight**

**MEANS OF FINANCING**

	Amount
STATE GENERAL FUND (Direct)	210,029
STATE GENERAL FUND BY:	—
INTERAGENCY TRANSFERS	—
FEES & SELF-GENERATED	50,000
STATUTORY DEDICATIONS	—
FEDERAL FUNDS	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$260,029</b>

**EXPENDITURES**

	Amount
Salaries	90,814
Other Compensation	50,000
Related Benefits	119,215
<b>TOTAL PERSONAL SERVICES</b>	<b>\$260,029</b>
Travel	—
Operating Services	—
Supplies	—
<b>TOTAL OPERATING EXPENSES</b>	<b>—</b>
<b>PROFESSIONAL SERVICES</b>	<b>—</b>
Other Charges	—
Debt Service	—
Interagency Transfers	—
<b>TOTAL OTHER CHARGES</b>	<b>—</b>
Acquisitions	—
Major Repairs	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>—</b>
<b>TOTAL EXPENDITURES</b>	<b>\$260,029</b>

**AUTHORIZED POSITIONS**

	FTE
Classified	—
Unclassified	—
<b>TOTAL AUTHORIZED T.O. POSITIONS</b>	<b>—</b>
<b>TOTAL AUTHORIZED OTHER CHARGES POSITIONS</b>	<b>—</b>
<b>TOTAL NON-T.O. FTE POSITIONS</b>	<b>—</b>

**Fees and Self-Generated**

	Amount
Tax Commission Expense Fund	50,000
<b>Total:</b>	<b>\$50,000</b>

**Statutory Dedications**

	Amount
<b>Total:</b>	<b>—</b>

Question	Narrative Response
<b>Explain the need for this request.</b>	Salaries and benefit projected for FY 23-24
<b>Cite performance indicators for the adjustment.</b>	NA
<b>What would the impact be if this is not funded?</b>	This is needed for Agency to perform adequately.
<b>Is revenue a fixed amount or can it be adjusted?</b>	NA
<b>Is the expenditure of these revenues restricted?</b>	NA
<b>Additional information or comments.</b>	NA



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# Technical and Other Adjustments

## AGENCY SUMMARY STATEMENT

### Total Agency

Means of Financing	Existing Operating Budget as of 10/01/2023	FY2024-2025 Requested Continuation Adjustment	FY2024-2025 Requested in this Adjustment Package	FY2024-2025 Requested Realignment
STATE GENERAL FUND (Direct)	1,968,912	210,378	—	2,179,290
STATE GENERAL FUND BY:	—	—	—	—
INTERAGENCY TRANSFERS	—	—	—	—
FEE & SELF-GENERATED	3,366,822	44,747	—	3,411,569
STATUTORY DEDICATIONS	—	—	—	—
FEDERAL FUNDS	—	—	—	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$5,335,734</b>	<b>\$255,125</b>	<b>—</b>	<b>\$5,590,859</b>
Salaries	2,527,751	90,814	—	2,618,565
Other Compensation	50,000	50,000	—	100,000
Related Benefits	1,631,217	119,215	—	1,750,432
<b>TOTAL PERSONAL SERVICES</b>	<b>\$4,208,968</b>	<b>\$260,029</b>	<b>—</b>	<b>\$4,468,997</b>
Travel	160,000	3,599	—	163,599
Operating Services	92,430	2,080	—	94,510
Supplies	20,000	449	—	20,449
<b>TOTAL OPERATING EXPENSES</b>	<b>\$272,430</b>	<b>\$6,128</b>	<b>—</b>	<b>\$278,558</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$315,000</b>	<b>\$7,087</b>	<b>—</b>	<b>\$322,087</b>
Other Charges	50,000	—	—	50,000
Debt Service	—	—	—	—
Interagency Transfers	471,217	—	—	471,217
<b>TOTAL OTHER CHARGES</b>	<b>\$521,217</b>	<b>—</b>	<b>—</b>	<b>\$521,217</b>
Acquisitions	18,119	(18,119)	—	—
Major Repairs	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$18,119</b>	<b>\$(18,119)</b>	<b>—</b>	<b>—</b>
<b>TOTAL EXPENDITURES</b>	<b>\$5,335,734</b>	<b>\$255,125</b>	<b>—</b>	<b>\$5,590,859</b>
Classified	30	—	—	30
Unclassified	6	—	—	6
<b>TOTAL AUTHORIZED T.O. POSITIONS</b>	<b>36</b>	<b>—</b>	<b>—</b>	<b>36</b>
<b>TOTAL AUTHORIZED OTHER CHARGES POSITIONS</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>TOTAL NON-T.O. FTE POSITIONS</b>	<b>1</b>	<b>—</b>	<b>—</b>	<b>1</b>

**PROGRAM BREAKOUT**

<b>Means of Financing</b>	<b>Requested in this Adjustment Package</b>	<b>1061 Property Taxation Regulatory/Oversight</b>
STATE GENERAL FUND (Direct)	—	—
STATE GENERAL FUND BY:	—	—
INTERAGENCY TRANSFERS	—	—
FEES & SELF-GENERATED	—	—
STATUTORY DEDICATIONS	—	—
FEDERAL FUNDS	—	—
<b>TOTAL MEANS OF FINANCING</b>	<b>—</b>	<b>—</b>
Salaries	—	—
Other Compensation	—	—
Related Benefits	—	—
<b>TOTAL SALARIES</b>	<b>—</b>	<b>—</b>
Travel	—	—
Operating Services	—	—
Supplies	—	—
<b>TOTAL OPERATING EXPENSES</b>	<b>—</b>	<b>—</b>
<b>PROFESSIONAL SERVICES</b>	<b>—</b>	<b>—</b>
Other Charges	—	—
Debt Service	—	—
Interagency Transfers	—	—
<b>TOTAL OTHER CHARGES</b>	<b>—</b>	<b>—</b>
Acquisitions	—	—
Major Repairs	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>—</b>	<b>—</b>
<b>TOTAL EXPENDITURES &amp; REQUEST</b>	<b>—</b>	<b>—</b>
<b>Classified</b>	<b>—</b>	<b>—</b>
<b>Unclassified</b>	<b>—</b>	<b>—</b>
<b>TOTAL AUTHORIZED T.O. POSITIONS</b>	<b>—</b>	<b>—</b>
<b>TOTAL AUTHORIZED OTHER CHARGES POSITIONS</b>	<b>—</b>	<b>—</b>
<b>TOTAL NON-T.O. FTE POSITIONS</b>	<b>—</b>	<b>—</b>

**PROGRAM SUMMARY STATEMENT**

**1061 - Property Taxation Regulatory/Oversight**

Means of Financing	Existing Operating Budget as of 10/01/2023	FY2024-2025 Requested Continuation Adjustment	FY2024-2025 Requested in this Adjustment Package	FY2024-2025 Requested Realignment
STATE GENERAL FUND (Direct)	1,968,912	210,378	—	2,179,290
STATE GENERAL FUND BY:	—	—	—	—
INTERAGENCY TRANSFERS	—	—	—	—
FEES & SELF-GENERATED	3,366,822	44,747	—	3,411,569
STATUTORY DEDICATIONS	—	—	—	—
FEDERAL FUNDS	—	—	—	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$5,335,734</b>	<b>\$255,125</b>	<b>—</b>	<b>\$5,590,859</b>
Salaries	2,527,751	90,814	—	2,618,565
Other Compensation	50,000	50,000	—	100,000
Related Benefits	1,631,217	119,215	—	1,750,432
<b>TOTAL PERSONAL SERVICES</b>	<b>\$4,208,968</b>	<b>\$260,029</b>	<b>—</b>	<b>\$4,468,997</b>
Travel	160,000	3,599	—	163,599
Operating Services	92,430	2,080	—	94,510
Supplies	20,000	449	—	20,449
<b>TOTAL OPERATING EXPENSES</b>	<b>\$272,430</b>	<b>\$6,128</b>	<b>—</b>	<b>\$278,558</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$315,000</b>	<b>\$7,087</b>	<b>—</b>	<b>\$322,087</b>
Other Charges	50,000	—	—	50,000
Debt Service	—	—	—	—
Interagency Transfers	471,217	—	—	471,217
<b>TOTAL OTHER CHARGES</b>	<b>\$521,217</b>	<b>—</b>	<b>—</b>	<b>\$521,217</b>
Acquisitions	18,119	(18,119)	—	—
Major Repairs	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$18,119</b>	<b>\$(18,119)</b>	<b>—</b>	<b>—</b>
<b>TOTAL EXPENDITURES</b>	<b>\$5,335,734</b>	<b>\$255,125</b>	<b>—</b>	<b>\$5,590,859</b>
<b>Classified</b>	<b>30</b>	<b>—</b>	<b>—</b>	<b>30</b>
<b>Unclassified</b>	<b>6</b>	<b>—</b>	<b>—</b>	<b>6</b>
<b>TOTAL AUTHORIZED T.O. POSITIONS</b>	<b>36</b>	<b>—</b>	<b>—</b>	<b>36</b>
<b>TOTAL AUTHORIZED OTHER CHARGES POSITIONS</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>TOTAL NON-T.O. FTE POSITIONS</b>	<b>1</b>	<b>—</b>	<b>—</b>	<b>1</b>

# New or Expanded Requests

## AGENCY SUMMARY STATEMENT

### Total Agency

Means of Financing and Expenditures	Existing Operating Budget as of 10/01/2023	FY2024-2025 Requested Continuation Adjustment	FY2024-2025 Requested in Technical/Other Package	FY2024-2025 Requested New/Expanded	FY2024-2025 Requested Realignment
STATE GENERAL FUND (Direct)	1,968,912	210,378	—	—	2,179,290
STATE GENERAL FUND BY:	—	—	—	—	—
INTERAGENCY TRANSFERS	—	—	—	—	—
FEES & SELF-GENERATED	3,366,822	44,747	—	—	3,411,569
STATUTORY DEDICATIONS	—	—	—	—	—
FEDERAL FUNDS	—	—	—	—	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$5,335,734</b>	<b>\$255,125</b>	<b>—</b>	<b>—</b>	<b>\$5,590,859</b>
Salaries	2,527,751	90,814	—	—	2,618,565
Other Compensation	50,000	50,000	—	—	100,000
Related Benefits	1,631,217	119,215	—	—	1,750,432
<b>TOTAL PERSONAL SERVICES</b>	<b>\$4,208,968</b>	<b>\$260,029</b>	<b>—</b>	<b>—</b>	<b>\$4,468,997</b>
Travel	160,000	3,599	—	—	163,599
Operating Services	92,430	2,080	—	—	94,510
Supplies	20,000	449	—	—	20,449
<b>TOTAL OPERATING EXPENSES</b>	<b>\$272,430</b>	<b>\$6,128</b>	<b>—</b>	<b>—</b>	<b>\$278,558</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$315,000</b>	<b>\$7,087</b>	<b>—</b>	<b>—</b>	<b>\$322,087</b>
Other Charges	50,000	—	—	—	50,000
Debt Service	—	—	—	—	—
Interagency Transfers	471,217	—	—	—	471,217
<b>TOTAL OTHER CHARGES</b>	<b>\$521,217</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$521,217</b>
Acquisitions	18,119	(18,119)	—	—	—
Major Repairs	—	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$18,119</b>	<b>\$(18,119)</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>TOTAL EXPENDITURES</b>	<b>\$5,335,734</b>	<b>\$255,125</b>	<b>—</b>	<b>—</b>	<b>\$5,590,859</b>
Classified	30	—	—	—	30
Unclassified	6	—	—	—	6
TOTAL AUTHORIZED T.O. POSITIONS	36	—	—	—	36
TOTAL AUTHORIZED OTHER CHARGES POSITIONS	—	—	—	—	—
TOTAL NON-T.O. FTE POSITIONS	1	—	—	—	1

**Fees and Self-Generated**

Description	Existing Operating Budget as of 10/01/2023	FY2024-2025 Requested Continuation Adjustment	FY2024-2025 Requested in Technical/Other Package	FY2024-2025 Requested New/Expanded	FY2024-2025 Requested Realignment
Tax Commission Expense Fund	3,366,822	44,747	—	—	3,411,569
<b>Total:</b>	<b>\$3,366,822</b>	<b>\$44,747</b>	<b>—</b>	<b>—</b>	<b>\$3,411,569</b>

**Statutory Dedications**

Description	Existing Operating Budget as of 10/01/2023	FY2024-2025 Requested Continuation Adjustment	FY2024-2025 Requested in Technical/Other Package	FY2024-2025 Requested New/Expanded	FY2024-2025 Requested Realignment
<b>Total:</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>

**PROGRAM SUMMARY STATEMENT**

**1061 - Property Taxation Regulatory/Oversight**

Means of Financing and Expenditures	Existing Operating Budget as of 10/01/2023	FY2024-2025 Requested Continuation Adjustment	FY2024-2025 Requested in Technical/Other Package	FY2024-2025 Requested New/Expanded	FY2024-2025 Requested Realignment
STATE GENERAL FUND (Direct)	1,968,912	210,378	—	—	2,179,290
STATE GENERAL FUND BY:	—	—	—	—	—
INTERAGENCY TRANSFERS	—	—	—	—	—
FEES & SELF-GENERATED	3,366,822	44,747	—	—	3,411,569
STATUTORY DEDICATIONS	—	—	—	—	—
FEDERAL FUNDS	—	—	—	—	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$5,335,734</b>	<b>\$255,125</b>	<b>—</b>	<b>—</b>	<b>\$5,590,859</b>
Salaries	2,527,751	90,814	—	—	2,618,565
Other Compensation	50,000	50,000	—	—	100,000
Related Benefits	1,631,217	119,215	—	—	1,750,432
<b>TOTAL PERSONAL SERVICES</b>	<b>\$4,208,968</b>	<b>\$260,029</b>	<b>—</b>	<b>—</b>	<b>\$4,468,997</b>
Travel	160,000	3,599	—	—	163,599
Operating Services	92,430	2,080	—	—	94,510
Supplies	20,000	449	—	—	20,449
<b>TOTAL OPERATING EXPENSES</b>	<b>\$272,430</b>	<b>\$6,128</b>	<b>—</b>	<b>—</b>	<b>\$278,558</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$315,000</b>	<b>\$7,087</b>	<b>—</b>	<b>—</b>	<b>\$322,087</b>
Other Charges	50,000	—	—	—	50,000
Debt Service	—	—	—	—	—
Interagency Transfers	471,217	—	—	—	471,217
<b>TOTAL OTHER CHARGES</b>	<b>\$521,217</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$521,217</b>
Acquisitions	18,119	(18,119)	—	—	—
Major Repairs	—	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$18,119</b>	<b>\$(18,119)</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>TOTAL EXPENDITURES</b>	<b>\$5,335,734</b>	<b>\$255,125</b>	<b>—</b>	<b>—</b>	<b>\$5,590,859</b>
Classified	30	—	—	—	30
Unclassified	6	—	—	—	6
TOTAL AUTHORIZED T.O. POSITIONS	36	—	—	—	36
TOTAL AUTHORIZED OTHER CHARGES POSITIONS	—	—	—	—	—
TOTAL NON-T.O. FTE POSITIONS	1	—	—	—	1

**Fees and Self-Generated**

Description	Existing Operating Budget as of 10/01/2023	FY2024-2025 Requested Continuation Adjustment	FY2024-2025 Requested in Technical/Other Package	FY2024-2025 Requested New/Expanded	FY2024-2025 Requested Realignment
Tax Commission Expense Fund	3,366,822	44,747	—	—	3,411,569
<b>Total:</b>	<b>\$3,366,822</b>	<b>\$44,747</b>	<b>—</b>	<b>—</b>	<b>\$3,411,569</b>

**Statutory Dedications**

Description	Existing Operating Budget as of 10/01/2023	FY2024-2025 Requested Continuation Adjustment	FY2024-2025 Requested in Technical/Other Package	FY2024-2025 Requested New/Expanded	FY2024-2025 Requested Realignment
<b>Total:</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>



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# Total Request Summary

**AGENCY SUMMARY STATEMENT**

**Total Agency**

**Means of Financing**

Description	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Requested Continuation Adjustments	FY2024-2025 Requested in Technical/Other Adjustments	FY2024-2025 Requested New or Expanded Adjustments	FY2024-2025 Total Request	Over/Under EOB
STATE GENERAL FUND (Direct)	2,157,964	1,968,912	210,378	—	—	2,179,290	210,378
STATE GENERAL FUND BY:	—	—	—	—	—	—	—
INTERAGENCY TRANSFERS	—	—	—	—	—	—	—
FEES & SELF-GENERATED	2,916,901	3,366,822	44,747	—	—	3,411,569	44,747
STATUTORY DEDICATIONS	—	—	—	—	—	—	—
FEDERAL FUNDS	—	—	—	—	—	—	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$5,074,865</b>	<b>\$5,335,734</b>	<b>\$255,125</b>	<b>—</b>	<b>—</b>	<b>\$5,590,859</b>	<b>\$255,125</b>

Statutory Dedications

Description	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Requested Continuation Adjustments	FY2024-2025 Requested in Technical/Other Adjustments	FY2024-2025 Requested New or Expanded Adjustments	FY2024-2025 Total Request	Over/Under EOB
Total:	—	—	—	—	—	—	—

Expenditures and Positions

Description	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Requested Continuation Adjustments	FY2024-2025 Requested in Technical/Other Adjustments	FY2024-2025 Requested New or Expanded Adjustments	FY2024-2025 Total Request	Over/Under EOB
Salaries	2,505,768	2,527,751	90,814	—	—	2,618,565	90,814
Other Compensation	11,349	50,000	50,000	—	—	100,000	50,000
Related Benefits	1,514,052	1,631,217	119,215	—	—	1,750,432	119,215
<b>TOTAL PERSONAL SERVICES</b>	<b>\$4,031,169</b>	<b>\$4,208,968</b>	<b>\$260,029</b>	<b>—</b>	<b>—</b>	<b>\$4,468,997</b>	<b>\$260,029</b>
Travel	135,703	160,000	3,599	—	—	163,599	3,599
Operating Services	88,840	92,430	2,080	—	—	94,510	2,080
Supplies	20,095	20,000	449	—	—	20,449	449
<b>TOTAL OPERATING EXPENSES</b>	<b>\$244,637</b>	<b>\$272,430</b>	<b>\$6,128</b>	<b>—</b>	<b>—</b>	<b>\$278,558</b>	<b>\$6,128</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$210,000</b>	<b>\$315,000</b>	<b>\$7,087</b>	<b>—</b>	<b>—</b>	<b>\$322,087</b>	<b>\$7,087</b>
Other Charges	—	50,000	—	—	—	50,000	—
Debt Service	—	—	—	—	—	—	—
Interagency Transfers	588,059	471,217	—	—	—	471,217	—
<b>TOTAL OTHER CHARGES</b>	<b>\$588,059</b>	<b>\$521,217</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$521,217</b>	<b>—</b>
Acquisitions	1,000	18,119	(18,119)	—	—	—	(18,119)
Major Repairs	—	—	—	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$1,000</b>	<b>\$18,119</b>	<b>\$(18,119)</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$(18,119)</b>
<b>TOTAL EXPENDITURES</b>	<b>\$5,074,865</b>	<b>\$5,335,734</b>	<b>\$255,125</b>	<b>—</b>	<b>—</b>	<b>\$5,590,859</b>	<b>\$255,125</b>
Classified	30	30	—	—	—	30	—
Unclassified	6	6	—	—	—	6	—
<b>TOTAL AUTHORIZED T.O. POSITIONS</b>	<b>36</b>	<b>36</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>36</b>	<b>—</b>
<b>TOTAL AUTHORIZED OTHER CHARGES POSITIONS</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>TOTAL NON-T.O. FTE POSITIONS</b>	<b>1</b>	<b>1</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1</b>	<b>—</b>

**PROGRAM SUMMARY STATEMENT**

**1061 - Property Taxation Regulatory/Oversight**

**Means of Financing**

Description	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Requested Continuation Adjustments	FY2024-2025 Requested in Technical/Other Adjustments	FY2024-2025 Requested New or Expanded Adjustments	FY2024-2025 Total Request	Over/Under EOB
STATE GENERAL FUND (Direct)	2,157,964	1,968,912	210,378	—	—	2,179,290	210,378
STATE GENERAL FUND BY:	—	—	—	—	—	—	—
INTERAGENCY TRANSFERS	—	—	—	—	—	—	—
FEES & SELF-GENERATED	2,916,901	3,366,822	44,747	—	—	3,411,569	44,747
STATUTORY DEDICATIONS	—	—	—	—	—	—	—
FEDERAL FUNDS	—	—	—	—	—	—	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$5,074,865</b>	<b>\$5,335,734</b>	<b>\$255,125</b>	<b>—</b>	<b>—</b>	<b>\$5,590,859</b>	<b>\$255,125</b>

Expenditures and Positions

Description	FY2022-2023 Actuals	Existing Operating Budget as of 10/01/2023	FY2024-2025 Requested Continuation Adjustments	FY2024-2025 Requested in Technical/Other Adjustments	FY2024-2025 Requested New or Expanded Adjustments	FY2024-2025 Total Request	Over/Under EOB
Salaries	2,505,768	2,527,751	90,814	—	—	2,618,565	90,814
Other Compensation	11,349	50,000	50,000	—	—	100,000	50,000
Related Benefits	1,514,052	1,631,217	119,215	—	—	1,750,432	119,215
<b>TOTAL PERSONAL SERVICES</b>	<b>\$4,031,169</b>	<b>\$4,208,968</b>	<b>\$260,029</b>	<b>—</b>	<b>—</b>	<b>\$4,468,997</b>	<b>\$260,029</b>
Travel	135,703	160,000	3,599	—	—	163,599	3,599
Operating Services	88,840	92,430	2,080	—	—	94,510	2,080
Supplies	20,095	20,000	449	—	—	20,449	449
<b>TOTAL OPERATING EXPENSES</b>	<b>\$244,637</b>	<b>\$272,430</b>	<b>\$6,128</b>	<b>—</b>	<b>—</b>	<b>\$278,558</b>	<b>\$6,128</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$210,000</b>	<b>\$315,000</b>	<b>\$7,087</b>	<b>—</b>	<b>—</b>	<b>\$322,087</b>	<b>\$7,087</b>
Other Charges	—	50,000	—	—	—	50,000	—
Debt Service	—	—	—	—	—	—	—
Interagency Transfers	588,059	471,217	—	—	—	471,217	—
<b>TOTAL OTHER CHARGES</b>	<b>\$588,059</b>	<b>\$521,217</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$521,217</b>	<b>—</b>
Acquisitions	1,000	18,119	(18,119)	—	—	—	(18,119)
Major Repairs	—	—	—	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$1,000</b>	<b>\$18,119</b>	<b>\$(18,119)</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$(18,119)</b>
<b>TOTAL EXPENDITURES</b>	<b>\$5,074,865</b>	<b>\$5,335,734</b>	<b>\$255,125</b>	<b>—</b>	<b>—</b>	<b>\$5,590,859</b>	<b>\$255,125</b>
Classified	30	30	—	—	—	30	—
Unclassified	6	6	—	—	—	6	—
<b>TOTAL AUTHORIZED T.O. POSITIONS</b>	<b>36</b>	<b>36</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>36</b>	<b>—</b>
<b>TOTAL AUTHORIZED OTHER CHARGES POSITIONS</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>TOTAL NON-T.O. FTE POSITIONS</b>	<b>1</b>	<b>1</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1</b>	<b>—</b>

# Addenda

# INTERAGENCY TRANSFERS



MICHAEL J. "MIKE" WAGUESPACK, CPA  
LOUISIANA LEGISLATIVE AUDITOR

September 30, 2022

Mr. Michael Matherne  
Administrator  
Louisiana Tax Commission  
Post Office Box 66788  
Baton Rouge, Louisiana 70896

Dear Mr. Matherne,

Act 198 of the 2022 Regular Legislative Session authorized the Legislative Auditor to allocate and collect from each auditee included in the state's Annual Comprehensive Financial Report such amounts as may be reasonably necessary to compensate the Legislative Auditor for services rendered.

I understand your agency is currently preparing its budget for the 2023-2024 fiscal year. I ask that you include \$41,129 for the 2023-2024 regular allocation of audit costs in your budget.

Your agency's audit allocation is based on the cost of audit services provided to you. If additional audit services are requested or required, those services may result in additional audit costs charged to your agency. Those costs would be discussed with you prior to any additional allocation.

Inquiries concerning this allocation should be directed to Mr. Ernest F. Summerville, Jr., CPA, First Assistant Legislative Auditor, at (225) 339-3839. I appreciate the many courtesies extended my staff over the years and look forward to working with you in the future.

Sincerely,

A handwritten signature in black ink, appearing to be 'Mike Waguespack', written over a horizontal line.

Michael J. Waguespack, CPA  
Louisiana Legislative Auditor

MJW:EFS:tmp  
Allocation Letter 2024-ID 3475

INTERAGENCY AGREEMENT

Interagency Agreement Between  
 For Fiscal Year 2023-2024  
 from DIVISION OF ADMINISTRATION - OFFICE OF HUMAN RESOURCES (107)  
 (Recipient Agency and #)  
 to DIVISION OF ADMINISTRATION - OFFICE OF HUMAN RESOURCES (107)  
 (Agency and #)  
LOUISIANA TAX COMMISSION (106)  
 (Agency and #)  
 is budgeted to receive the following revenue  
 by Interagency Transfer for the following reason(s):  
LOUISIANA TAX COMMISSION (106)  
 (Sending Agency and #)

Provide Human Resources services

36,126

  
 Recipient Agency Fiscal Officer  
10/6/2022  
 Date  
  
 Sending Agency Fiscal Officer  
10/10/2022  
 Date

NOTE:  
 It is the Receiving Agency's responsibility to ensure the execution of this Agreement.  
 Both Agencies must submit copies of this Agreement with their Budget Request (and any subsequent BA's as documentation for LAI revenues and LAI expenses).

Facility Planning and Control  
State of Louisiana  
Division of Administration

JOHN BEL EDWARDS  
GOVERNOR



JAY DARDENNE  
COMMISSIONER OF ADMINISTRATION

June 15, 2022

Mr. Michael Matherne, Administrator  
Louisiana Tax Commission  
1051 North Third Street, 2<sup>nd</sup> Floor  
Baton Rouge, LA 70802

RE: Lease - Lease between the Division of Administration  
and the Louisiana Tax Commission  
State Capitol Annex Building  
1051 North Third Street, 2<sup>nd</sup> Floor  
Baton Rouge, Louisiana  
Lease number 01-10225

Dear Mr. Matherne:

In accordance with Paragraph 3 of the referenced lease, please accept this letter as notice that the above referenced lease has automatically renewed for another twelve-month period, beginning July 1, 2022 and ending June 30, 2023. The rental rate for the twelve-month period will be \$6.455904 per square foot for 10,580 square feet, or \$5,691.96 per month.

Please direct inquiries regarding the rental rate to Ms. Kerri Traxler at (225) 342-5943. Please direct any inquiries regarding square footage to Ms. Celeste Stout at (225) 219-4794. All other inquiries should be directed to the Office of Facility Planning and Control, Real Estate Leasing Section at (225) 342-0820.

Please note that the referenced space cannot be vacated without prior approval from the Division of Administration (DOA). If space is vacated without written DOA approval, rentals will continue to be collected for the current year, and each subsequent year, until such approval is obtained.

Sincerely,

*Jason D. Sooter*  
Jason D. Sooter, Director  
Facility Planning and Control

c: Real Estate Leasing File  
Ms. Kerri Traxler  
Ms. Celeste Stout

*Paid 9/14/2022*





LOUISIANA LEGISLATIVE AUDITOR  
MICHAEL J. "MIKE" WAGUESPACK, CPA

August 19, 2022

**Re: Billing Explanation**

State Fiscal Officers:

Last fall you were advised of the amount to include in your current year budget (FY23) for the allocation of audit services rendered. The amount allocated to your agency is indicated on the attached invoice. This charge should not be allocated to any federal program. The Division of Administration will provide guidance on how you should charge your federal programs for audit costs.

For non-LAGov users, please submit a check in payment of your allocation by September 19, 2022, to the remittance address on the attached invoice.

For LAGov users, our office has prepared a Z8 for this billing. The Z8 document number is included on the invoice. The Legislative Auditor's agency and vendor numbers are 954 and 310009303, respectively. The Z8 should be appropriately coded, edited, and approved for payment by your office by September 19, 2022.

If you have any Z8 processing questions, please contact Sarah Stevens at (225) 339-3955. For questions concerning the calculation of the allocation, you may contact Ernie Summerville at (225) 339-3931.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Waguespack".

Michael J. "Mike" Waguespack, CPA  
Legislative Auditor

MJW:WDD:tp  
Attachment  
FISCAL22-23

INVOICE

Invoice - 14848  
Account - 3475  
Date - 8/03/22

STATE OF LOUISIANA  
LOUISIANA LEGISLATIVE AUDITOR

1600 North Third Street/P.O. Box 94397  
Baton Rouge, LA 70804-9397  
Tel (225) 339-3800 Fax (225) 339-3988  
Web www.lfa.la.gov

PLEASE MAIL REMITTANCE TO:  
Legislative Auditor  
Attn: Accounting Dept.  
P.O. Box 94397  
Baton Rouge, LA 70804-9397

Mr. Michael Matherne, Administrator  
Louisiana Tax Commission  
P.O. Box 66788  
Baton Rouge LA 70896

Date	Ty	Document Reference	Due Date	Remark	Amount
08/19/22	AI	000	09/19/22	2022-2023 Allocation	37,920.00
				Balance Due	37,920.00

Z8 Document Number: 8800010630

*Paid 8/20/22*

FI23 OSP INTERAGENCY AGREEMENT

Interagency Agreement between the Office of State Procurement (21-820) and the Louisiana Tax Commission (01-106)  
 (Recipient Agency) (Sending Agency)

For Fiscal Year 2022-2023 (FY23), the Office of State Procurement (OSP) is budgeted and authorized to receive revenue in the amount(s) specified below, from the Sending Agency named above, by Interagency Transfer (IAT) of funding which has been appropriated to the Sending Agency for such purpose.

This IAT reimburses OSP for the Sending Agency's estimated proportional utilization of OSP Ancillary Services (purchasing, contractual review and RFPs).

Agency	FI23 Appropriated	Prior Year Credit	Net FY23 Amt. Due
01-106 Louisiana Tax Commission	\$3,237.00	-\$725.00	\$2,512.00
<b>Totals:</b>	<b>\$3,237.00</b>	<b>-\$725.00</b>	<b>\$2,512.00</b>

Authorized By:

Agency Payment Coding (Below and/or Attached):

\$2512.00 106 595000 1061017010 1060000000

Colinda Matthews  
 Zainey's Member, Job - Office of State Procurement  
 Date 8/18/2022

[Signature]  
 Sending Agency Management/Finance Officer  
 Date 8/22/22

Raish Jones@la.gov  
 Sending Agency email Address  
 Phone Number

Billing Preference (Please select one option):  
 Annually (Recommended)  
 Bi-Annually  
 Quarterly  
 Monthly

Once signed and coded, please return this agreement to OSP by email [OSP.Reports@la.gov] or mail to Office of State Procurement, P.O. Box 34095, Baton Rouge, LA 70804.

226 219 0338

\* 219

WJ [Signature]



State of Louisiana Division of Administration  
 Office of Finance and Support Services  
 PO Box 94095  
 Baton Rouge, LA 70804-9095  
 (225) 342-0700

# INVOICE

DATE: July 28, 2022  
 INVOICE # 23-106  
 FOR: FY 22 IAT State Uniform Payroll

Bill To:  
 GOV-Louisiana Tax Commission

DESCRIPTION	AMOUNT
Payment Request for Office of State Uniform Payroll Charges for FY23 (07/01/2022 - 06/30/2023)  Z8 #8800010164 10600 00000 - GF 1061017710 - Cost Center	1,766.00
<b>TOTAL</b>	\$ 1,766.00

**Payment Details**

Payment for the services provided to your agency by the Office of State Uniform Payroll is required via a Z8. This invoice serves as support for remitting the funds. Please access the Z8 initiated by our office and enter the expenditure coding and get approvals required to complete the processing of this transaction.

If you have any questions concerning this invoice, please contact Lakeisha Ard at (225) 342-6002 or Lakeisha.Ard@la.gov.

*paid 7/31/22 paid*

*enacted a July 22*

Office of Risk Management  
State of Louisiana  
Division of Administration

JOHN BEL EDWARDS  
GOVERNOR

JAY DARDENNE  
COMMISSIONER OF ADMINISTRATION



July 1, 2022

**MEMORANDUM**

To: Fiscal Officer  
From: Vickie Aaron, Accountant Administrator  
Office of Risk Management  
Re: ORM Billing for FY 2023 Insurance Premiums

Attached is the invoice for insurance premiums as provided in the fiscal year 2023 Operating Budget (July 1, 2022 to June 30, 2023) for your agency. The amount due for fiscal year 2023 is shown on the attached invoice.

Please provide the expenditure coding below to be used to process an on-line Z-8 document for the above amount. The completed form should be signed and returned to ORM via FAX at (225) 342-8473 or by email to Ruby.Dearing@la.gov.

If you have any questions, please contact Ruby Dearing (225) 219-0412, or by email at Ruby.Dearing@la.gov

ORM Agency #: 0425 Invoice # 16183 Total Amount: \$ 41,854.00  
(on the top left hand of the invoice)

Business Area	G/L Account	Fund	Cost Center	Order	Amount
	<u>1061017010</u>	<u>5950017</u>			
	<u>5950017</u>	<u>10600RY400</u>	<u>1061017010</u>		<u>\$ 41,854.00</u>

Authorized by: *[Signature]* Signature Rajesh Jain Please Print Name

*[Handwritten initials]*

P. O. Box 91106 ♦ BATON ROUGE, LOUISIANA 70821-9106 ♦ (225) 342-8500 ♦ 1-800-354-9548 ♦ FAX (225) 342-8473

AN EQUAL OPPORTUNITY EMPLOYER

Office of Risk Management  
State of Louisiana  
Division of Administration

JOHN BEL EDWARDS  
GOVERNOR

JAY DARDENNE  
COMMISSIONER OF ADMINISTRATION



July 1, 2022

To Whom It May Concern:

Attached is your agency's ORM annual insurance premium invoice as provided for in the fiscal year 2023 Operating Budget (July 1, 2022- June 30, 2023). The total amount is due upon receipt, unless other arrangements have been made.

If your agency is a LaGov agency, please complete the attached Memorandum for payment and return to Ruby Dearing. ORM will utilize the Z8 document type in LaGov to process payments. You may email or fax your payment documents to the email address or fax number shown below.

If your agency is a non LaGov agency, please issue a check to the Office of Risk Management and mail to the address below.

Your prompt attention to this matter is appreciated. If you have any questions relating to payments, please contact Ruby Dearing at (225) 219-0412. If you have questions about itemized categories or amounts on the invoice, please contact Kristy Breaux at (225) 342-8598.

Email payment documents to [Ruby.Dearing@la.gov](mailto:Ruby.Dearing@la.gov)

Fax Payment Documents to Attn: Ruby Dearing @ (225) 342-8473

Mail:

State of Louisiana  
DOA/Office of Risk Management  
P. O. Box 91106  
Baton Rouge, LA 70821-9106

P. O. Box 91106 ✦ BATON ROUGE, LOUISIANA 70821-9106 ✦ (225) 342-8500 ✦ 1-800-354-9548 ✦ FAX  
(225) 342-8473  
AN EQUAL OPPORTUNITY EMPLOYER



STATE OF LOUISIANA  
OFFICE OF THE GOVERNOR  
DIVISION OF ADMINISTRATION  
OFFICE OF RISK MANAGEMENT

AGENCY NO: 0425  
Louisiana Tax Commission  
Rajesh Jain  
1051 North third St.  
Baton rouge , LA 70802

INVOICE NO: 16183  
INVOICE DATE: 07/01/2022  
DESCRIPTION: Annual Premium  
POLICY YEAR: 07/01/2022 - 07/01/2023  
ORM ISIS No: 721403316/00  
LaGov Vendor No: 310006998

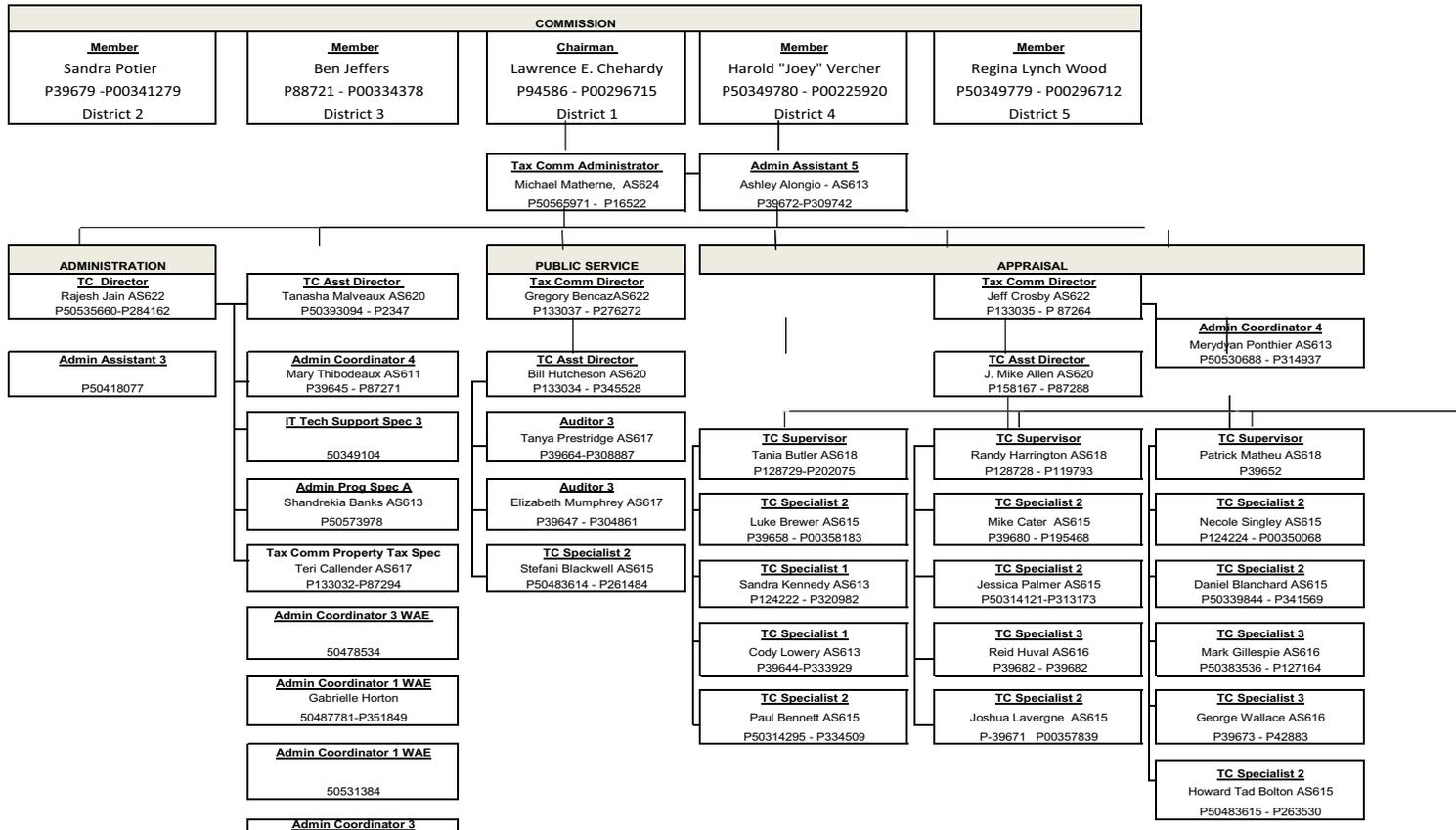
Policy Number	Policy Description	Premium Charge	Safety Penalty/Credit	Premium Balance
ALPD20222023	SELF-INSURED AUTO LIAB & PHYS DAMAGE Auto Liability (3rd Party)	\$215	\$-11	\$204
B1262FI1012722	Cyber Liability Cyber Liability	\$1,118	\$0	\$1,118
BP20222023	STATEWIDE SELF-INSURED PROPERTY Property (1st Party)	\$398	\$-20	\$378
BP20222023	STATEWIDE SELF-INSURED PROPERTY PR Property (1st Party) - Disaster Fee	\$142	\$0	\$142
CGL20222023	SELF-INSURED COMMERCIAL GENERAL LIABILITY CGL - General Liability	\$15,841	\$-792	\$15,049
CRIM20222023	SELF INSURED BOND/CRIME Bonds	\$4	\$0	\$4
STATEWIDEXSPR OP20222023	STATEWIDE EXCESS PROPERTY POLICY Property (1st Party)	\$599	\$0	\$599
WC20222023	SELF-INSURED WORKERS COMP Workers Compensation	\$25,642	\$-1,282	\$24,360
<b>Totals</b>		<b>\$43,959</b>	<b>\$-2,105</b>	<b>\$41,854</b> Amount Due

Make Check Payable To:  
Office of Risk Management  
P.O. Box 91106, Capitol Station  
Baton Rouge, LA 70821-9106

Direct Inquiries To:  
Ruby Dearing  
ORM Accounting  
(225) 219-0412

# GENERAL ADDENDA

Organizational Chart





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