

# Agency Budget Request

FISCAL YEAR 2023–2024



Executive Department  
106 — Louisiana Tax Commission



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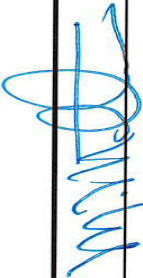

# Signature Page

BUDGET REQUEST

Fiscal Year Ending June 30, 2024

NAME OF DEPARTMENT / AGENCY: LOUISIANA TAX COMMISSION PHYSICAL ADDRESS: 1051 NORTH 3RD ST  
BATON ROUGE, LA  
 BUDGET UNIT: 106  
 SCHEDULE NUMBER: 01 ZIP CODE: 70802  
 TELEPHONE NUMBER: 225 219 0339 WEB ADDRESS: HTTP://WWW.LATAX.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></u> PRINTED NAME/TITLE: <u>MICHAEL MATHERNE</u> DATE: <u>10/27/22</u> EMAIL ADDRESS: <u>MICHAEL.MATHERNE@LA.GOV</u>	HEAD OF BUDGET UNIT: <u></u> PRINTED NAME/TITLE: <u>MICHAEL MATHERNE</u> DATE: <u>10/27/22</u> EMAIL ADDRESS: <u>MICHAEL.MATHERNE@LA.GOV</u>
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PROGRAM CONTACT PERSON: <u>MICHAEL MATHERNE</u> TITLE: <u>ADMINISTRATOR</u> TELEPHONE NUMBER: <u>225 219 0339</u> EMAIL ADDRESS: <u>MICHAEL.MATHERNE@LA.GOV</u>	FINANCIAL CONTACT PERSON: <u>RAJESH JAIN</u> TITLE: <u>DIRECTOR OF ADMINISTRATION</u> TELEPHONE NUMBER: <u>225 219 0339</u> EMAIL ADDRESS: <u>RAJESH.JAIN@LA.GOV</u>
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# Operational Plan

**LOUISIANA TAX COMMISSION**  
**01-106**

**OPERATIONAL PLAN FORM**  
**AGENCY (BUDGET UNIT) DESCRIPTION**

AGENCY NUMBER AND NAME: Louisiana Tax Commission 01-106

AGENCY VISION:

Achievement of fair, accurate, and uniform ad valorem taxation through effective oversight of assessors and improved ratio studies, providing assessment guidelines and other technical assistance, commitment to improved efficiency through technology, and professional and unbiased administration of tax laws.

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 GOALS:

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.

AGENCY PHILOSOPHY AND VALUES:

The Louisiana Tax Commission will strive to insure compliance with all laws to produce fair and equitable property tax assessments for every taxpayer in the state.

IMAGE	An image that reflects dependability, fairness and professionalism
RESPONSIVENESS	An agency that is available and helpful to taxpayers, assessors, and legislators in resolving all problems quickly
UNITY	Total commitment by all employees to work toward common goals as a unified team
COMMUNICATION	To encourage open communication within the agency and to respond to all agency inquiries promptly and correctly



**OPERATIONAL PLAN FORM  
PROGRAM DESCRIPTION**

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

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

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.

**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.

**GOALS:**

- 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.

**GOALS:**

- 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.

**GOALS:**

- 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.

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

**HB ACT 19-1998**

This program is being combined with PROGRAM A: PROPERTY TAXATION REGULATORY/OVERSIGHT, Administrative, Banks and Insurance Assessments, and Hearings 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 Assessment, and Hearings 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 on the LTC website.

**GOAL:**

To ensure that all property in Louisiana is assessed fair and equitably and placed on 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 Session of the Louisiana Legislature.

## LOUISIANA TAX COMMISSION

01-106

### OPERATIONAL PLAN PROGRAM DESCRIPTION

PROGRAM NAME: PROPERTY TAXATION AND REGULATORY/OVERSIGHT

PROGRAM AUTHORIZATION:

The Louisiana Tax Commission is composed of five members. Staff and support is provided through the Property Taxation Regulatory/Oversight Program. Public hearings are conducted by the Commission: (1) on appeals from taxpayers or assessors from the action of the parish Board of Review; (2) on protest of valuation set by the Commission on bank stock, insurance companies, public service properties; and (3) on appeals by assessors and tax recipients concerning ratio studies conducted by the Commission. The Commission measures the level of appraisals or assessments and the uniformity of assessments for each major class of property by parish throughout the state and annually notifies each assessor and tax recipient body of the results of its measurements; prepares and issues annual guidelines for use by local assessors, tax representatives, taxpayers; develops, maintains and enforces a statewide system for preparation of assessment lists, tax rolls, and other necessary forms; and reviews and certifies parish tax rolls.

The Commission also determines tax assessments of all property and casualty insurance companies and state chartered stock financial institutions and distributes assessment values statewide to local assessors for placement on roll books as well as providing the companies with their assessed values. The Commission appraises and determines fair market value of all operating properties owned by public service companies in the State of Louisiana, distributes assessed valuations to various parish assessors for inclusion on the tax rolls, and performs audits to assure correct reporting of property to both the state and parish assessors. Trained field personnel of the Tax Commission provide assistance to the local tax assessors and their staff and perform appraisals of particular properties that are involved in appeals. In addition, the Commission provides information on ownership and location of certain movable property to assessors.

Ratio Studies are conducted annually throughout the state and are used by the Commission to determine accuracy and uniformity of property assessments. Real estate appraisals used in the ratio study are a representative sampling of all property types found in the parishes. The estimates of values are determined and compared to the assessments. The assessed values should be within 10% of the fair market value indicated by the staff appraisals. Appraisals are also performed for assessment appeals. Each year appeals are filed throughout the state and the appraisers for the Tax Commission must perform an appraisal for each appeal and defend that appraisal at an LTC hearing. The assessor, taxpayer, and LTC appraiser are all present at the hearings. LTC appraisers also perform appraisals for assessor assistance requests. Periodically, assessors request assistance with various property issues. Usually the assistance requires an appraisal to be performed; however, sometimes the request involves other professional services. Taxpayer complaints occur throughout the year and these complaints are investigated to the extent possible. Similar to assessor assistance, these complaints can necessitate either an appraisal or professional services. Each year the appraisal section also performs appraisals on properties owned by assessors and their immediate family members as required by law. Properties are appraised for re-assessment and at any time in between if changes in assessment/ownership occur. The Appraisal Section is also mandated by law to track all properties owned by the Tax Commission member and their immediate family members.

Appraisals and audits, for tax assessment purposes, are conducted with respect to owners of all public service properties in Louisiana. These properties are assessed by the Tax Commission at the rate of 10% of fair market value of land, 25% of fair market value for all other property owned by public service companies, with the exception of airlines, railroads, private car companies, and electric co-ops, which are assessed at the rate of 15% of fair market value. Each company's assessed valuation is distributed annually to the local tax assessors in a public service roll that is given to each assessor in the state by September 1st. Commission personnel perform over 600 appraisals on public service companies annually. Audits are performed to assure compliance as well as to verify financial information. Tax Commission auditing personnel conduct audits with respect to assessments of personal property in each parish annually. An audit procedure allows commission staff to perform out-of state audits and provides for self-generated expenses related thereto. LTC staff also gathers and analyzes data that is published on the agency's website annually.

During the fiscal year 1998-1999, the Legislature authorized a new program for the LTC titled, "Supervision and Assistance to Local Assessor". This program has helped establish an electronic link between the assessors' offices and the LTC. The LTC and local assessors continue to publish the tax rolls on the internet where they can be viewed by taxpayers. The LTC also receives the proposed assessment lists from the assessors and post them on the LTC website for review by taxpayers during the assessor's open book period. For 2010-2011, this program was combined with the Property Taxation Regulatory/Oversight program where the funds and functions of this program are managed and performed.

DEPARTMENT ID: LOUISIANA TAX COMMISSION (LTC)  
 AGENCY ID: 01-106  
 PROGRAM ID: PROGRAM A PROPERTY TAXATION REGULATORY/OVERSIGHT  
 PROGRAM ACTIVITY: ADMINISTRATIVE, BANKS AND INSURANCE ASSESSMENTS, AND HEARINGS

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 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.

State Outcome Goals Link (Other)): Transparent, Accountable, and Effective Government  
 Children's Budget Link:  
 Human Resource Policies Beneficial to Women and Families Link:  
 Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other):

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 are 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 was 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.

LaPAS PI CODE	L E V E L	PERFORMANCE INDICATOR NAME	PERFORMANCE INDICATOR VALUES						
			YEAREND PERFORMANCE STANDARD FY 2021-2022	ACTUAL YEAREND PERFORMANCE FY 2021-2022	PERFORMANCE STANDARD AS INITIALLY APPROPRIATED FY 2022-2023	EXISTING PERFORMANCE STANDARD FY 2022-2023	PERFORMANCE AT CONTINUATION BUDGET LEVEL FY 2023-2024	PERFORMANCE AT EXECUTIVE BUDGET LEVEL FY 2023-2024	PERFORMANCE STANDARD AS INITIALLY APPROPRIATED FY 2023-2024
3578	K	Percentage of protest hearings completed within the tax year in which the protest was filed. <sup>1</sup>	50%	50.00%	50%	16%	50%		
3583	K	Percentage of banks and insurance companies assessed. <sup>2</sup>	100%	100%	100%	100%	100%		
3609	K	Number of assessors filing tax rolls electronically	64	64	64	64	64		
3610	K	Number of assessors filing change orders electronically.	64	64	64	64	64		
10480	K	Percentage of tax rolls certified by November 15th each year <sup>3</sup>	100%	100%	100%	100%	100%		

<sup>1</sup> 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.

<sup>2</sup> 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.

<sup>3</sup> 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.

DEPARTMENT ID: LOUISIANA TAX COMMISSION (LTC)  
 AGENCY ID: 01-106  
 PROGRAM ID: PROGRAM A: PROPERTY TAXATION REGULATORY/OVERSIGHT  
 PROGRAM ACTIVITY: ADMINISTRATIVE, BANKS AND INSURANCE ASSESSMENTS, AND HEARINGS

GENERAL PERFORMANCE INFORMATION: Administrative, Banks and Insurance Assessments, and Hearings							
PERFORMANCE INDICATOR VALUES							
LaPAS PI CODE	PERFORMANCE INDICATOR NAME	PRIOR YEAR ACTUAL 2017-2018	PRIOR YEAR ACTUAL 2018-2019	PRIOR YEAR ACTUAL 2019-2020	PRIOR YEAR ACTUAL 2020-2021	PRIOR YEAR ACTUAL 2021-2022	
Banks and Insurance Assessments, and Hearings							
K	3578	Percentage of protest hearings completed within the tax year in which the protest was filed	88%	73%	73%	52%	16%
G	26309	Number of protest hearings completed within the tax year in which the protest was filed	390	399	466	557	780
G	3579	Total number of protest hearings completed	390	453	327	1,232	131
K	3583	Percentage of banks and insurance companies assessed.	100%	100%	100%	100%	100%
G	3586	Number of banks assessed	129	124	114	113	114
G	3587	Assessed value of banks (in \$ millions)	\$ 717.1	\$ 707.9	\$ 765.3	\$ 746.7	\$ 1,026.0
G	3588	Number of insurance companies assessed	797	813	821	850	841
G	3589	Assessed value of insurance companies (in \$ millions)	\$ 119.4	\$ 124.1	\$ 135.2	\$ 135.0	\$ 141.7
K	10480	Percentage of tax rolls certified prior to November 15th each year	97%	98%	98%	98%	95%
K	3609	Number of Assessors filing tax rolls electronically	64	64	64	64	64
G	3606	Number of tax rolls certified	64	64	64	64	64
K	3610	Number of Assessors filing change orders electronically	64	64	64	64	64
G	3607	Number of change orders processed/reviewed	49,411	43,464	43,193	37,702	38,186

DEPARTMENT ID: LOUISIANA TAX COMMISSION  
 AGENCY ID: 01-106  
 PROGRAM ID: PROGRAM A: PROPERTY TAXATION REGULATORY/OVERSIGHT  
 PROGRAM ACTIVITY: PUBLIC SERVICE ASSESSMENTS AND AUDITS

2. K 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.)

State Outcome Goals Link (Other): Transparent, Accountable, and Effective Government  
 Children's Budget Link:  
 Human Resource Policies Beneficial to Women and Families Link:  
 Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other):

Explanatory Note: Not Applicable

LaPAS PI CODE	L E V E L	PERFORMANCE INDICATOR NAME	PERFORMANCE INDICATOR VALUES					PERFORMANCE AT EXECUTIVE BUDGET LEVEL FY 2023-2024	PERFORMANCE STANDARD AS INITIALLY APPROPRIATED FY 2023-2024
			YEAREND PERFORMANCE STANDARD FY 2021-2022	ACTUAL YEAREND PERFORMANCE FY 2021-2022	PERFORMANCE STANDARD AS INITIALLY APPROPRIATED FY 2022-2023	EXISTING PERFORMANCE STANDARD FY 2022-2023	PERFORMANCE AT CONTINUATION BUDGET LEVEL FY 2023-2024		
3604	S	Number of personal property audits conducted <sup>1</sup>	15	15	0	0	10		
3597	K	Percentage of public utility companies appraised and assessed. <sup>2</sup>	100%	100%	100%	100%	100%		

<sup>1</sup> 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.

<sup>2</sup> 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.



DEPARTMENT ID: LOUISIANA TAX COMMISSION  
 AGENCY ID: 01-106  
 PROGRAM ID: PROGRAM A: PROPERTY TAXATION REGULATORY/OVERSIGHT  
 PROGRAM ACTIVITY: PUBLIC SERVICE ASSESSMENTS AND AUDITS

GENERAL PERFORMANCE INFORMATION: Public Service Assessments and Audits							
PERFORMANCE INDICATOR VALUES							
LaPAS PI CODE	PERFORMANCE INDICATOR NAME	PRIOR YEAR ACTUAL 2017-2018	PRIOR YEAR ACTUAL 2018-2019	PRIOR YEAR ACTUAL 2019-2020	PRIOR YEAR ACTUAL 2020-2021	PRIOR YEAR ACTUAL 2021-2022	
Public Service Assessments and Audits							
G	3598	Number of public service appraisals conducted	770	748	752	775	758
G	3601	Number of public service audits conducted	14	8	13	3	8
K	3597	Percentage of public utility companies appraised and assessed.	100%	100%	100%	100%	100%
G	3599	Assessed value of public service properties (in \$ billions)	\$ 5,803	\$ 6,002	\$ 6,317	\$ 6,626	\$ 6,750
G	3600	Ad Valorem taxes produced by public service properties ( in \$ millions)	\$ 637.0	\$ 662.8	\$ 703.1	\$ 729.5	\$ 729.1
G	13769	Assessed value added to parish tax rolls (in \$ millions)	1	208	314	311	124
G	3602	Additional taxes realized by local governments as a result of public service audits	\$ 6,323	\$ -	\$ 13,298	\$ 124,591	\$ -
S	3604	Number of personal property audits conducted	\$ 14	\$ 16	\$ 9	\$ 6	\$ -
G	3605	Additional taxes added due to personal property audits.	\$ 3,605	\$ -	\$ -	\$ -	\$ -

DEPARTMENT ID: LOUISIANA TAX COMMISSION  
 AGENCY ID: 01-106  
 PROGRAM ID: PROGRAM A: PROPERTY TAXATION REGULATORY/OVERSIGHT  
 PROGRAM ACTIVITY: APPRAISAL

- 3  To conduct appraisals throughout the state to assist local assessors.

State Outcome Goals Link (Other): Transparent, Accountable, and Effective Government  
 Children's Budget Link:  
 Human Resource Policies Beneficial to Women and Families Link:  
 Other Links (TANF, Tobacco Settlement, Workforce Development Commission, or Other):

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.

LaPAS PI CODE	L E V E L	PERFORMANCE INDICATOR NAME	PERFORMANCE INDICATOR VALUES						
			YEAREND PERFORMANCE STANDARD FY 2021-2022	ACTUAL YEAREND PERFORMANCE FY 2021-2022	PERFORMANCE STANDARD AS INITIALLY APPROPRIATED FY 2022-2023	EXISTING PERFORMANCE STANDARD FY 2022-2023	PERFORMANCE AT CONTINUATION BUDGET LEVEL FY 2022-2023	PERFORMANCE AT EXECUTIVE BUDGET LEVEL FY 2023-2024	PERFORMANCE STANDARD AS INITIALLY APPROPRIATED FY 2023-2024
3593	K	Total number of property appraisals conducted <sup>1</sup>	6,500	7,811	6,500	6,500	6,500		
3590	S	Number of ratio studies conducted <sup>2</sup>	64	64	64	64	64		

<sup>1</sup> 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.

<sup>2</sup> 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 are 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.

DEPARTMENT ID: LOUISIANA TAX COMMISSION  
 AGENCY ID: 01-106  
 PROGRAM ID: PROGRAM A: PROPERTY TAXATION REGULATORY/OVERSIGHT  
 PROGRAM ACTIVITY: APPRAISALS

GENERAL PERFORMANCE INFORMATION: Appraisal							
PERFORMANCE INDICATOR VALUES							
LaPAS PI CODE	PERFORMANCE INDICATOR NAME	PRIOR YEAR ACTUAL 2017-2018	PRIOR YEAR ACTUAL 2018-2019	PRIOR YEAR ACTUAL 2019-2020	PRIOR YEAR ACTUAL 2020-2021	PRIOR YEAR ACTUAL 2021-2022	
Appraisal							
S	3590	Number of ratio studies conducted	0	64	64	64	0
K	3593	Number of property appraisals conducted	9,510	17,818	7,272	2,088	7,811

**OPERATIONAL PLAN FORM  
OPERATIONAL PLAN ADDENDA**

**01-106**

**LOUISIANA TAX COMMISSION**

**ORGANIZATION AND PROGRAM STRUCTURE CHARTS CHECKLIST:**

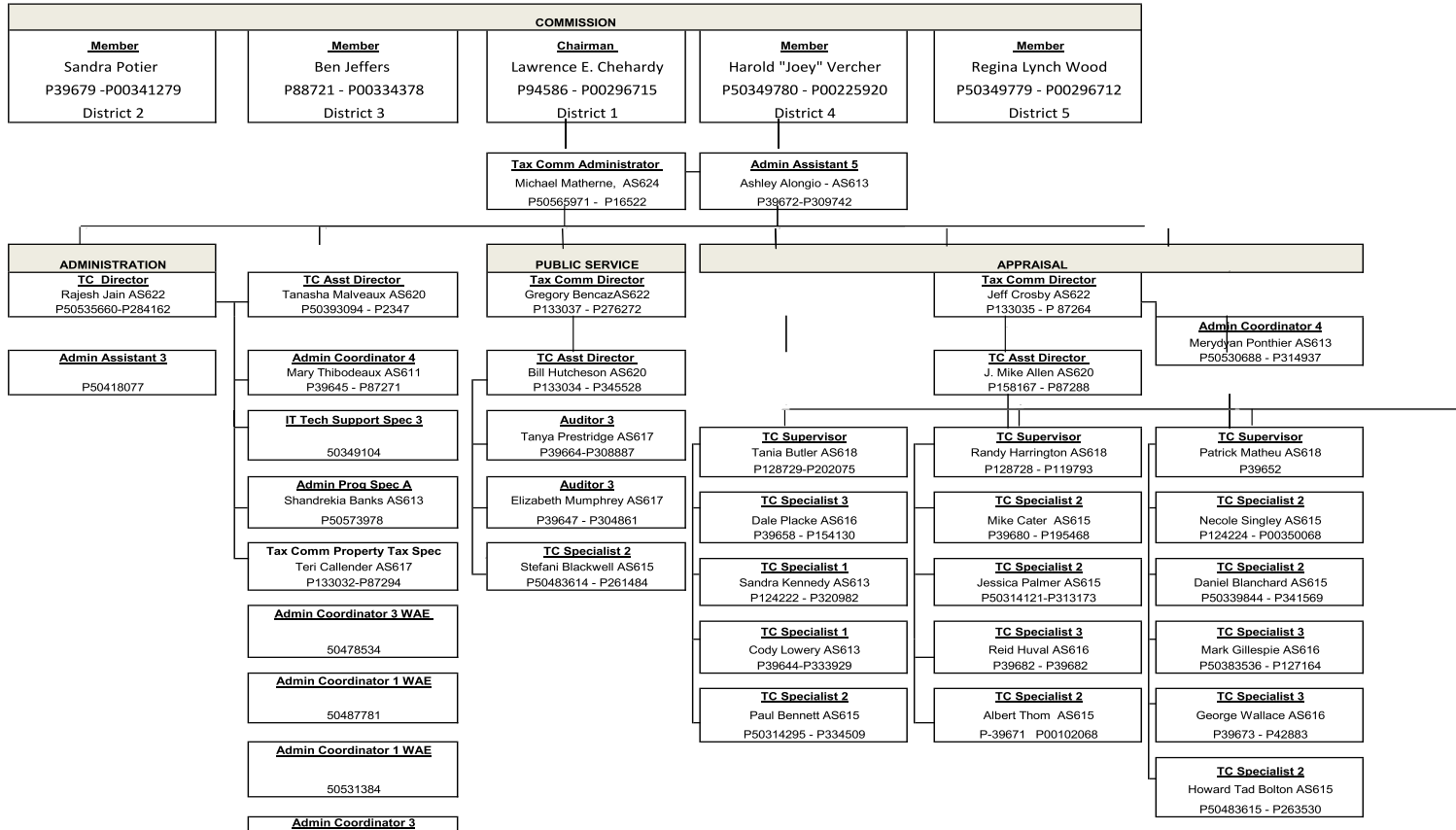
**Organization Chart Attached: X**

CONTACT PERSON(S):

NAME:	Michael Matherne
TITLE	Tax Commission Administrator
TELEPHONE	225-219-0339 ext 228
FAX:	225-219-0268
E-MAIL	<a href="mailto:Michael.Matherne@la.gov">Michael.Matherne@la.gov</a>

NAME:	Rajesh Jain
TITLE	Tax Commission Director
TELEPHONE	225-219-0339 ext 219
FAX:	225-219-0373
E-MAIL	<a href="mailto:Rajesh.Jain@la.gov">Rajesh.Jain@la.gov</a>

**Organizational Chart**





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# Budget Request Overview

## AGENCY SUMMARY STATEMENT

### Total Agency

#### Means of Financing

Description	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB	Percent Change
STATE GENERAL FUND (Direct)	2,040,045	2,157,964	2,306,061	148,097	6.86%
STATE GENERAL FUND BY:	—	—	—	—	—
INTERAGENCY TRANSFERS	—	—	—	—	—
FEES & SELF-GENERATED	2,455,904	3,282,895	3,246,453	(36,442)	(1.11)%
STATUTORY DEDICATIONS	—	—	—	—	—
FEDERAL FUNDS	—	—	—	—	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$4,495,949</b>	<b>\$5,440,859</b>	<b>\$5,552,514</b>	<b>\$111,655</b>	<b>2.05%</b>



**Fees and Self-Generated**

Description	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB	Percent Change
Tax Commission Expense Fund	2,455,904	3,282,895	3,246,453	(36,442)	(1.11)%
<b>Total:</b>	<b>\$2,455,904</b>	<b>\$3,282,895</b>	<b>\$3,246,453</b>	<b>\$(36,442)</b>	<b>(1.11)%</b>

**Statutory Dedications**

Description	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB	Percent Change
<b>Total:</b>	—	—	—	—	—

**Agency Expenditures**

Description	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB	Percent Change
Salaries	2,263,123	2,528,431	2,636,612	108,181	4.28%
Other Compensation	5,756	100,000	100,000	—	—
Related Benefits	1,372,886	1,613,705	1,653,254	39,549	2.45%
<b>TOTAL PERSONAL SERVICES</b>	<b>\$3,641,764</b>	<b>\$4,242,136</b>	<b>\$4,389,866</b>	<b>\$147,730</b>	<b>3.48%</b>
Travel	107,380	160,000	163,794	3,794	2.37%
Operating Services	68,745	92,430	94,621	2,191	2.37%
Supplies	13,699	20,000	20,474	474	2.37%
<b>TOTAL OPERATING EXPENSES</b>	<b>\$189,823</b>	<b>\$272,430</b>	<b>\$278,889</b>	<b>\$6,459</b>	<b>2.37%</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$199,858</b>	<b>\$315,000</b>	<b>\$322,466</b>	<b>\$7,466</b>	<b>2.37%</b>
Other Charges	—	50,000	50,000	—	—
Debt Service	—	—	—	—	—
Interagency Transfers	464,503	511,293	511,293	—	—
<b>TOTAL OTHER CHARGES</b>	<b>\$464,503</b>	<b>\$561,293</b>	<b>\$561,293</b>	<b>—</b>	<b>—</b>
Acquisitions	—	50,000	—	(50,000)	(100.00)%
Major Repairs	—	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>—</b>	<b>\$50,000</b>	<b>—</b>	<b>\$(50,000)</b>	<b>(100.00)%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$4,495,949</b>	<b>\$5,440,859</b>	<b>\$5,552,514</b>	<b>\$111,655</b>	<b>2.05%</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	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
State General Fund	2,040,045	2,157,964	2,306,061	148,097
Tax Commission Expense Fund	2,455,904	3,282,895	3,246,453	(36,442)
<b>Total:</b>	<b>\$4,495,949</b>	<b>\$5,440,859</b>	<b>\$5,552,514</b>	<b>\$111,655</b>

**Salaries**

Commitment Item	Name	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
5110010	SAL-CLASS-TO-REG	1,841,811	2,107,737	2,211,342	103,605
5110015	SAL-CLASS-TO-OT	116	—	—	—
5110020	SAL-CLASS-TO-TERM	7,927	—	—	—
5110025	SAL-UNCLASS-TO-REG	413,269	420,694	425,270	4,576
<b>Total Salaries:</b>		<b>\$2,263,123</b>	<b>\$2,528,431</b>	<b>\$2,636,612</b>	<b>\$108,181</b>

**Other Compensation**

Commitment Item	Name	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
5120010	COMPENSATION/WAGES	5,756	100,000	100,000	—
<b>Total Other Compensation:</b>		<b>\$5,756</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>—</b>

**Related Benefits**

Commitment Item	Name	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
5130010	RET CONTR-STATE EMP	831,332	889,245	914,652	25,407
5130020	RET CONTR-TEACHERS	28,369	30,000	30,000	—
5130050	POSTRET BENEFITS	215,474	285,000	285,000	—
5130055	FICA TAX (OASDI)	357	2,000	2,000	—
5130060	MEDICARE TAX	29,119	33,687	34,599	912

Related Benefits (continued)

Commitment Item	Name	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
5130070	GRP INS CONTRIBUTION	250,402	353,880	367,110	13,230
5130090	TAXABLE FRINGE BEN	17,832	19,893	19,893	—
<b>Total Related Benefits:</b>		<b>\$1,372,886</b>	<b>\$1,613,705</b>	<b>\$1,653,254</b>	<b>\$39,549</b>

Travel

Commitment Item	Name	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
5210010	IN-STATE TRAVEL-ADM	9,098	1,756	1,798	42
5210015	IN-STATE TRAVEL-CONF	21,916	1,500	1,536	36
5210020	IN-STATE TRAV-FIELD	73,269	85,000	87,015	2,015
5210025	IN-STATE TRV-BD MEM	860	23,744	24,307	563
5210030	IN-STATE TRV-IT/TRN	579	300	307	7
5210055	OUT-OF-STTRV-CONF	(391)	—	—	—
5210060	OUT-OF-STTRV-FIELD	2,048	47,700	48,831	1,131
<b>Total Travel:</b>		<b>\$107,380</b>	<b>\$160,000</b>	<b>\$163,794</b>	<b>\$3,794</b>

Operating Services

Commitment Item	Name	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
5310005	SERV-PRINTING	147	576	590	14
5310010	SERV-DUES & OTHER	43,136	34,751	35,575	824
5310400	SERV-MISC	2,438	16,557	16,949	392
5330017	MAINT-DATA SOFTWARE	2,250	3,400	3,481	81
5340020	RENT-EQUIPMENT	10,898	10,704	10,958	254
5350001	UTIL-INTERNET PROVID	4,367	3,521	3,604	83
5350006	UTIL-MAIL/DEL/POST	5,433	22,921	23,464	543
5350011	UTIL-WATER	77	—	—	—
<b>Total Operating Services:</b>		<b>\$68,745</b>	<b>\$92,430</b>	<b>\$94,621</b>	<b>\$2,191</b>

**Supplies**

Commitment Item	Name	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
5410001	SUP-OFFICE SUPPLIES	7,114	12,349	12,642	293
5410006	SUP-COMPUTER	4,714	6,631	6,788	157
5410007	SUP-CLOTHING/UNIFORM	1,871	1,020	1,044	24
<b>Total Supplies:</b>		<b>\$13,699</b>	<b>\$20,000</b>	<b>\$20,474</b>	<b>\$474</b>

**Professional Services**

Commitment Item	Name	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
5510005	PROF SERV-LEGAL	199,733	315,000	322,466	7,466
5510400	PROF SERV-OTHER	125	—	—	—
<b>Total Professional Services:</b>		<b>\$199,858</b>	<b>\$315,000</b>	<b>\$322,466</b>	<b>\$7,466</b>

**Other Charges**

Commitment Item	Name	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 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	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
5950001	IAT-COMMODITY/SERV	12,398	106,080	106,080	—
5950003	IAT-COMPENSATION	37,455	—	—	—
5950007	IAT-PRINTING	14,153	4,010	4,010	—
5950008	IAT-POSTAGE	1,247	1,860	1,860	—
5950014	IAT-TELEPHONE	22,901	39,142	39,142	—
5950017	IAT-INSURANCE	44,848	43,959	43,959	—
5950026	IAT-RENTALS	66,839	68,304	68,304	—
5950033	IAT-INTER AGY TRANS	40,522	—	—	—

**Interagency Transfers** *(continued)*

Commitment Item	Name	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
5950034	IAT-OFFICE SUPPLIES	—	3,500	3,500	—
5950058	IAT-TECH SVCS	224,142	244,438	244,438	—
<b>Total Interagency Transfers:</b>		<b>\$464,503</b>	<b>\$511,293</b>	<b>\$511,293</b>	<b>—</b>

**Acquisitions**

Commitment Item	Name	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
5710250	ACQ-AUTOMOBILES	—	50,000	—	(50,000)
<b>Total Acquisitions:</b>		<b>—</b>	<b>\$50,000</b>	<b>—</b>	<b>\$(50,000)</b>
<b>Total Agency Expenditures:</b>		<b>\$4,495,949</b>	<b>\$5,440,859</b>	<b>\$5,552,514</b>	<b>\$111,655</b>

**PROGRAM SUMMARY STATEMENT**

**1061 - Property Taxation Regulatory/Oversight**

**Means of Financing**

Description	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB	Percent Change
STATE GENERAL FUND (Direct)	2,040,045	2,157,964	2,306,061	148,097	6.86%
STATE GENERAL FUND BY:	—	—	—	—	—
INTERAGENCY TRANSFERS	—	—	—	—	—
FEES & SELF-GENERATED	2,455,904	3,282,895	3,246,453	(36,442)	(1.11)%
STATUTORY DEDICATIONS	—	—	—	—	—
FEDERAL FUNDS	—	—	—	—	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$4,495,949</b>	<b>\$5,440,859</b>	<b>\$5,552,514</b>	<b>\$111,655</b>	<b>2.05%</b>

**Fees and Self-Generated**

Description	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB	Percent Change
Tax Commission Expense Fund	2,455,904	3,282,895	3,246,453	(36,442)	(1.11)%
<b>Total:</b>	<b>\$2,455,904</b>	<b>\$3,282,895</b>	<b>\$3,246,453</b>	<b>\$(36,442)</b>	<b>(1.11)%</b>



**Program Expenditures**

Description	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB	Percent Change
Salaries	2,263,123	2,528,431	2,636,612	108,181	4.28%
Other Compensation	5,756	100,000	100,000	—	—
Related Benefits	1,372,886	1,613,705	1,653,254	39,549	2.45%
<b>TOTAL PERSONAL SERVICES</b>	<b>\$3,641,764</b>	<b>\$4,242,136</b>	<b>\$4,389,866</b>	<b>\$147,730</b>	<b>3.48%</b>
Travel	107,380	160,000	163,794	3,794	2.37%
Operating Services	68,745	92,430	94,621	2,191	2.37%
Supplies	13,699	20,000	20,474	474	2.37%
<b>TOTAL OPERATING EXPENSES</b>	<b>\$189,823</b>	<b>\$272,430</b>	<b>\$278,889</b>	<b>\$6,459</b>	<b>2.37%</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$199,858</b>	<b>\$315,000</b>	<b>\$322,466</b>	<b>\$7,466</b>	<b>2.37%</b>
Other Charges	—	50,000	50,000	—	—
Debt Service	—	—	—	—	—
Interagency Transfers	464,503	511,293	511,293	—	—
<b>TOTAL OTHER CHARGES</b>	<b>\$464,503</b>	<b>\$561,293</b>	<b>\$561,293</b>	<b>—</b>	<b>—</b>
Acquisitions	—	50,000	—	(50,000)	(100.00)%
Major Repairs	—	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>—</b>	<b>\$50,000</b>	<b>—</b>	<b>\$(50,000)</b>	<b>(100.00)%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$4,495,949</b>	<b>\$5,440,859</b>	<b>\$5,552,514</b>	<b>\$111,655</b>	<b>2.05%</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	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
State General Fund	2,040,045	2,157,964	2,306,061	148,097
Tax Commission Expense Fund	2,455,904	3,282,895	3,246,453	(36,442)
<b>Total:</b>	<b>\$4,495,949</b>	<b>\$5,440,859</b>	<b>\$5,552,514</b>	<b>\$111,655</b>

**Salaries**

Commitment Item	Name	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
5110010	SAL-CLASS-TO-REG	1,841,811	2,107,737	2,211,342	103,605
5110015	SAL-CLASS-TO-OT	116	—	—	—
5110020	SAL-CLASS-TO-TERM	7,927	—	—	—
5110025	SAL-UNCLASS-TO-REG	413,269	420,694	425,270	4,576
<b>Total Salaries:</b>		<b>\$2,263,123</b>	<b>\$2,528,431</b>	<b>\$2,636,612</b>	<b>\$108,181</b>

**Other Compensation**

Commitment Item	Name	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
5120010	COMPENSATION/WAGES	5,756	100,000	100,000	—
<b>Total Other Compensation:</b>		<b>\$5,756</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>—</b>

**Related Benefits**

Commitment Item	Name	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
5130010	RET CONTR-STATE EMP	831,332	889,245	914,652	25,407
5130020	RET CONTR-TEACHERS	28,369	30,000	30,000	—
5130050	POSTRET BENEFITS	215,474	285,000	285,000	—
5130055	FICA TAX (OASDI)	357	2,000	2,000	—
5130060	MEDICARE TAX	29,119	33,687	34,599	912

**Related Benefits** *(continued)*

Commitment Item	Name	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
5130070	GRP INS CONTRIBUTION	250,402	353,880	367,110	13,230
5130090	TAXABLE FRINGE BEN	17,832	19,893	19,893	—
<b>Total Related Benefits:</b>		<b>\$1,372,886</b>	<b>\$1,613,705</b>	<b>\$1,653,254</b>	<b>\$39,549</b>

**Travel**

Commitment Item	Name	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
5210010	IN-STATE TRAVEL-ADM	9,098	1,756	1,798	42
5210015	IN-STATE TRAVEL-CONF	21,916	1,500	1,536	36
5210020	IN-STATE TRAV-FIELD	73,269	85,000	87,015	2,015
5210025	IN-STATE TRV-BD MEM	860	23,744	24,307	563
5210030	IN-STATE TRV-IT/TRN	579	300	307	7
5210055	OUT-OF-STTRV-CONF	(391)	—	—	—
5210060	OUT-OF-STTRV-FIELD	2,048	47,700	48,831	1,131
<b>Total Travel:</b>		<b>\$107,380</b>	<b>\$160,000</b>	<b>\$163,794</b>	<b>\$3,794</b>

**Operating Services**

Commitment Item	Name	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
5310005	SERV-PRINTING	147	576	590	14
5310010	SERV-DUES & OTHER	43,136	34,751	35,575	824
5310400	SERV-MISC	2,438	16,557	16,949	392
5330017	MAINT-DATA SOFTWARE	2,250	3,400	3,481	81
5340020	RENT-EQUIPMENT	10,898	10,704	10,958	254
5350001	UTIL-INTERNET PROVID	4,367	3,521	3,604	83
5350006	UTIL-MAIL/DEL/POST	5,433	22,921	23,464	543
5350011	UTIL-WATER	77	—	—	—
<b>Total Operating Services:</b>		<b>\$68,745</b>	<b>\$92,430</b>	<b>\$94,621</b>	<b>\$2,191</b>

**Supplies**

Commitment Item	Name	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
5410001	SUP-OFFICE SUPPLIES	7,114	12,349	12,642	293
5410006	SUP-COMPUTER	4,714	6,631	6,788	157
5410007	SUP-CLOTHING/UNIFORM	1,871	1,020	1,044	24
<b>Total Supplies:</b>		<b>\$13,699</b>	<b>\$20,000</b>	<b>\$20,474</b>	<b>\$474</b>

**Professional Services**

Commitment Item	Name	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
5510005	PROF SERV-LEGAL	199,733	315,000	322,466	7,466
5510400	PROF SERV-OTHER	125	—	—	—
<b>Total Professional Services:</b>		<b>\$199,858</b>	<b>\$315,000</b>	<b>\$322,466</b>	<b>\$7,466</b>

**Other Charges**

Commitment Item	Name	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 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	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
5950001	IAT-COMMODITY/SERV	12,398	106,080	106,080	—
5950003	IAT-COMPENSATION	37,455	—	—	—
5950007	IAT-PRINTING	14,153	4,010	4,010	—
5950008	IAT-POSTAGE	1,247	1,860	1,860	—
5950014	IAT-TELEPHONE	22,901	39,142	39,142	—
5950017	IAT-INSURANCE	44,848	43,959	43,959	—
5950026	IAT-RENTALS	66,839	68,304	68,304	—
5950033	IAT-INTER AGY TRANS	40,522	—	—	—

**Interagency Transfers** *(continued)*

Commitment Item	Name	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
5950034	IAT-OFFICE SUPPLIES	—	3,500	3,500	—
5950058	IAT-TECH SVCS	224,142	244,438	244,438	—
<b>Total Interagency Transfers:</b>		<b>\$464,503</b>	<b>\$511,293</b>	<b>\$511,293</b>	<b>—</b>

**Acquisitions**

Commitment Item	Name	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB
5710250	ACQ-AUTOMOBILES	—	50,000	—	(50,000)
<b>Total Acquisitions:</b>		<b>—</b>	<b>\$50,000</b>	<b>—</b>	<b>\$(50,000)</b>
<b>Total Expenditures for Program 1061</b>		<b>\$4,495,949</b>	<b>\$5,440,859</b>	<b>\$5,552,514</b>	<b>\$111,655</b>
<b>Total Agency Expenditures:</b>		<b>\$4,495,949</b>	<b>\$5,440,859</b>	<b>\$5,552,514</b>	<b>\$111,655</b>

## SOURCE OF FUNDING SUMMARY

### Agency Overview

#### Fees & Self-Generated

Description	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Total Request	Over/Under EOB	Form ID
RV4-TAX COMM EXP	2,455,904	3,282,895	3,246,453	(36,442)	11421
<b>Total Fees &amp; Self-Generated</b>	<b>\$2,455,904</b>	<b>\$3,282,895</b>	<b>\$3,246,453</b>	<b>\$(36,442)</b>	
<b>Total Sources of Funding:</b>	<b>\$2,455,904</b>	<b>\$3,282,895</b>	<b>\$3,246,453</b>	<b>\$(36,442)</b>	

**SOURCE OF FUNDING DETAIL**

**Fees & Self-Generated**

**Form 11421 — 106-RV4**

Expenditures	Existing Operating Budget as of 10/01/2022			FY2023-2024 Total Request			FY2024-2025 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	1,603,762	—	—	1,603,762	—	—	1,603,762	—	—
Other Compensation	100,000	—	—	100,000	—	—	100,000	—	—
Related Benefits	747,208	—	—	747,208	—	—	747,208	—	—
<b>TOTAL PERSONAL SERVICES</b>	<b>\$2,450,970</b>	<b>—</b>	<b>—</b>	<b>\$2,450,970</b>	<b>—</b>	<b>—</b>	<b>\$2,450,970</b>	<b>—</b>	<b>—</b>
Travel	144,500	—	—	147,927	—	—	147,927	—	—
Operating Services	92,430	—	—	94,621	—	—	94,621	—	—
Supplies	20,000	—	—	20,474	—	—	20,474	—	—
<b>TOTAL OPERATING EXPENSES</b>	<b>\$256,930</b>	<b>—</b>	<b>—</b>	<b>\$263,022</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>\$322,466</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	159,995	—	—	159,995	—	—	159,995	—	—
<b>TOTAL OTHER CHARGES</b>	<b>\$209,995</b>	<b>—</b>	<b>—</b>	<b>\$209,995</b>	<b>—</b>	<b>—</b>	<b>\$209,995</b>	<b>—</b>	<b>—</b>
Acquisitions	50,000	—	—	—	—	—	—	—	—
Major Repairs	—	—	—	—	—	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$50,000</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>TOTAL EXPENDITURES</b>	<b>\$3,282,895</b>	<b>—</b>	<b>—</b>	<b>\$3,246,453</b>	<b>—</b>	<b>—</b>	<b>\$3,246,453</b>	<b>—</b>	<b>—</b>

Form 11421 — 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.S47:1838 ET SEQ of ACT 184 (1993) Personal Property and Audit Fee : R.S47:1838 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**

<b>Expenditures</b>	<b>Used as a Cash Match</b>	<b>Total Means of Financing By Expenditure</b>	<b>Total State General Fund</b>	<b>Fees &amp; Self-Generated Form ID 11421 RV4-TAX COMM EXP</b>
Salaries	—	2,528,431	924,669	1,603,762
Other Compensation	—	100,000	—	100,000
Related Benefits	—	1,613,705	866,497	747,208
<b>TOTAL PERSONAL SERVICES</b>	<b>—</b>	<b>\$4,242,136</b>	<b>\$1,791,166</b>	<b>\$2,450,970</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	—	511,293	351,298	159,995
<b>TOTAL OTHER CHARGES</b>	<b>—</b>	<b>\$561,293</b>	<b>\$351,298</b>	<b>\$209,995</b>
Acquisitions	—	50,000	—	50,000
Major Repairs	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>—</b>	<b>\$50,000</b>	<b>—</b>	<b>\$50,000</b>
<b>TOTAL EXPENDITURES</b>	<b>—</b>	<b>\$5,440,859</b>	<b>\$2,157,964</b>	<b>\$3,282,895</b>

## Total Request

Expenditures	Used as a Cash Match	Total Means of Financing By Expenditure	Total State General Fund	Fees & Self-Generated Form ID 11421 RV4-TAX COMM EXP
Salaries	—	2,636,612	1,032,850	1,603,762
Other Compensation	—	100,000	—	100,000
Related Benefits	—	1,653,254	906,046	747,208
<b>TOTAL PERSONAL SERVICES</b>	<b>—</b>	<b>\$4,389,866</b>	<b>\$1,938,896</b>	<b>\$2,450,970</b>
Travel	—	163,794	15,867	147,927
Operating Services	—	94,621	—	94,621
Supplies	—	20,474	—	20,474
<b>TOTAL OPERATING EXPENSES</b>	<b>—</b>	<b>\$278,889</b>	<b>\$15,867</b>	<b>\$263,022</b>
<b>PROFESSIONAL SERVICES</b>	<b>—</b>	<b>\$322,466</b>	<b>—</b>	<b>\$322,466</b>
Other Charges	—	50,000	—	50,000
Debt Service	—	—	—	—
Interagency Transfers	—	511,293	351,298	159,995
<b>TOTAL OTHER CHARGES</b>	<b>—</b>	<b>\$561,293</b>	<b>\$351,298</b>	<b>\$209,995</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>\$5,552,514</b>	<b>\$2,306,061</b>	<b>\$3,246,453</b>

**REVENUE COLLECTIONS/INCOME**

**Fees & Self-Generated**

**RV4 - Tax Commission Expense Fund**

Source	Commitment Item	Commitment Item Name	FY2021-2022 Actuals	FY-2023 Estimate	FY2023-2024 Projected	Over/Under Current Year Estimate
<b>SOURCE</b>						
RV4-TAX COMM EXP	4550087	FEES-OTH-ASSESSMENT	2,904,945	2,914,933	3,007,129	92,196
RV4-TAX COMM EXP	4550485	FEES-OTHER-INTEREST	1,006	—	—	—
RV4-TAX COMM EXP	4550486	FEES-OTH-PUBLIC SRV	1,620	—	—	—
RV4-TAX COMM EXP	4830016	PY CASH CARRYOVER	1,662,202	2,113,869	1,745,907	(367,962)
<b>Total Collections/Income</b>			<b>\$4,569,773</b>	<b>\$5,028,802</b>	<b>\$4,753,036</b>	<b>\$(275,766)</b>
<b>TYPE</b>						
Expenditures Source of Funding Form (BR-6)			2,455,904	3,282,895	3,246,453	(36,442)
Carryover			2,113,869	1,745,907	1,506,583	(239,324)
<b>Total Expenditures, Transfers and Carry Forwards to Next FY</b>			<b>\$4,569,773</b>	<b>\$5,028,802</b>	<b>\$4,753,036</b>	<b>\$(275,766)</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 11428 — 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

FY2023-2024 Request	Description
1,536	ADMIN, EDUCATIONAL, SEMINARS, CONFERENCES
1,799	ADMINISTRATIVE TRAVEL
111,629	FIELD TRAVEL, EDUCATIONAL, SEMINARS, CONFERENCES
48,830	OUT OF STATE TRAVEL
<b>\$163,794</b>	<b>Total Travel</b>

#### Operating Services

FY2023-2024 Request	Description
3,481	DATA PROCESSING
10,958	EQUIPMENT RENTAL
3,604	INTERNET SERVICE
23,454	MAIL AND POSTAGE
35,585	MEMBERSHIP AND SUBSCRIPTION
590	PRINTING
16,949	VARIOUS MISC EXP.
<b>\$94,621</b>	<b>Total Operating Services</b>

#### Supplies

FY2023-2024 Request	Description
6,788	COMPUTER SUPPLIES
12,642	OFFICE SUPPLIES
1,044	UNIFORMS
<b>\$20,474</b>	<b>Total Supplies</b>

**Professional Services**

FY2023-2024 Request	Means of Financing	Description
322,466	Tax Commission Expense Fund	
<b>\$322,466</b>		<b>LEGAL CONTRACT-FAIRCLOTH</b>
<b>\$322,466</b>	<b>Total Professional Services</b>	

**Other Charges**

FY2023-2024 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**

FY2023-2024 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>
13,806	State General Fund		
<b>\$13,806</b>		<b>STATE CIVIL SERVICE</b>	<b>CIVIL SERVICE</b>
37,920	State General Fund		
<b>\$37,920</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>
3,237	State General Fund		
<b>\$3,237</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>FY2023-2024 Request</b>	<b>Means of Financing</b>	<b>Receiving Agency</b>	<b>Description</b>
401,173	Tax Commission Expense Fund		
<b>\$401,173</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>\$511,293</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 10/01/2022	Non-Recurring	Inflation	Compulsory	Workload	Other	FY2023-2024 Requested Continuation Level
STATE GENERAL FUND (Direct)	2,157,964	—	367	147,730	—	—	2,306,061
STATE GENERAL FUND BY:	—	—	—	—	—	—	—
INTERAGENCY TRANSFERS	—	—	—	—	—	—	—
FEES & SELF-GENERATED	3,282,895	(50,000)	13,558	—	—	—	3,246,453
STATUTORY DEDICATIONS	—	—	—	—	—	—	—
FEDERAL FUNDS	—	—	—	—	—	—	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$5,440,859</b>	<b>\$(50,000)</b>	<b>\$13,925</b>	<b>\$147,730</b>	<b>—</b>	<b>—</b>	<b>\$5,552,514</b>

**Fees and Self-Generated**

Description	Existing Operating Budget as of 10/01/2022	Non-Recurring	Inflation	Compulsory	Workload	Other	FY2023-2024 Requested Continuation Level
Tax Commission Expense Fund	3,282,895	(50,000)	13,558	—	—	—	3,246,453
<b>Total:</b>	<b>\$3,282,895</b>	<b>\$(50,000)</b>	<b>\$13,558</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$3,246,453</b>

**Statutory Dedications**

Description	Existing Operating Budget as of 10/01/2022	Non-Recurring	Inflation	Compulsory	Workload	Other	FY2023-2024 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 10/01/2022	Non-Recurring	Inflation	Compulsory	Workload	Other	FY2023-2024 Requested Continuation Level
Salaries	2,528,431	—	—	108,181	—	—	2,636,612
Other Compensation	100,000	—	—	—	—	—	100,000
Related Benefits	1,613,705	—	—	39,549	—	—	1,653,254
<b>TOTAL PERSONAL SERVICES</b>	<b>\$4,242,136</b>	<b>—</b>	<b>—</b>	<b>\$147,730</b>	<b>—</b>	<b>—</b>	<b>\$4,389,866</b>
Travel	160,000	—	3,794	—	—	—	163,794
Operating Services	92,430	—	2,191	—	—	—	94,621
Supplies	20,000	—	474	—	—	—	20,474
<b>TOTAL OPERATING EXPENSES</b>	<b>\$272,430</b>	<b>—</b>	<b>\$6,459</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$278,889</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$315,000</b>	<b>—</b>	<b>\$7,466</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$322,466</b>
Other Charges	50,000	—	—	—	—	—	50,000
Debt Service	—	—	—	—	—	—	—
Interagency Transfers	511,293	—	—	—	—	—	511,293
<b>TOTAL OTHER CHARGES</b>	<b>\$561,293</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$561,293</b>
Acquisitions	50,000	(50,000)	—	—	—	—	—
Major Repairs	—	—	—	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$50,000</b>	<b>\$(50,000)</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>TOTAL EXPENDITURES</b>	<b>\$5,440,859</b>	<b>\$(50,000)</b>	<b>\$13,925</b>	<b>\$147,730</b>	<b>—</b>	<b>—</b>	<b>\$5,552,514</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 11658 — Non-Recurring Acquisitions and Major Repairs

#### Means of Financing

	Amount
STATE GENERAL FUND (Direct)	—
STATE GENERAL FUND BY:	—
INTERAGENCY TRANSFERS	—
FEES & SELF-GENERATED	(50,000)
STATUTORY DEDICATIONS	—
FEDERAL FUNDS	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$(50,000)</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	(50,000)
Major Repairs	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$(50,000)</b>
<b>TOTAL EXPENDITURES</b>	<b>\$(50,000)</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 11659 — Standard Inflation Adjustment**  
**Means of Financing**

	Amount
STATE GENERAL FUND (Direct)	367
STATE GENERAL FUND BY:	—
INTERAGENCY TRANSFERS	—
FEES & SELF-GENERATED	13,558
STATUTORY DEDICATIONS	—
FEDERAL FUNDS	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$13,925</b>

**Expenditures**

	Amount
Salaries	—
Other Compensation	—
Related Benefits	—
<b>TOTAL PERSONAL SERVICES</b>	<b>—</b>
Travel	3,794
Operating Services	2,191
Supplies	474
<b>TOTAL OPERATING EXPENSES</b>	<b>\$6,459</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$7,466</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>\$13,925</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 11417 — 106- Salaries and Benefits  
Means of Financing**

	<b>Amount</b>
STATE GENERAL FUND (Direct)	147,730
STATE GENERAL FUND BY:	—
INTERAGENCY TRANSFERS	—
FEES & SELF-GENERATED	—
STATUTORY DEDICATIONS	—
FEDERAL FUNDS	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$147,730</b>

**Expenditures**

	<b>Amount</b>
Salaries	108,181
Other Compensation	—
Related Benefits	39,549
<b>TOTAL PERSONAL SERVICES</b>	<b>\$147,730</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>\$147,730</b>

**Positions**

	<b>FTE</b>
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 10/01/2022	Non-Recurring	Inflation	Compulsory	Workload	Other	FY2023-2024 Requested Continuation Level
STATE GENERAL FUND (Direct)	2,157,964	—	367	147,730	—	—	2,306,061
STATE GENERAL FUND BY:	—	—	—	—	—	—	—
INTERAGENCY TRANSFERS	—	—	—	—	—	—	—
FEES & SELF-GENERATED	3,282,895	(50,000)	13,558	—	—	—	3,246,453
STATUTORY DEDICATIONS	—	—	—	—	—	—	—
FEDERAL FUNDS	—	—	—	—	—	—	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$5,440,859</b>	<b>\$(50,000)</b>	<b>\$13,925</b>	<b>\$147,730</b>	<b>—</b>	<b>—</b>	<b>\$5,552,514</b>



**Fees and Self-Generated**

Description	Existing Operating Budget as of 10/01/2022	Non-Recurring	Inflation	Compulsory	Workload	Other	FY2023-2024 Requested Continuation Level
Tax Commission Expense Fund	3,282,895	(50,000)	13,558	—	—	—	3,246,453
<b>Total:</b>	<b>\$3,282,895</b>	<b>\$(50,000)</b>	<b>\$13,558</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$3,246,453</b>

Expenditures and Positions

Description	Existing Operating Budget as of 10/01/2022	Non-Recurring	Inflation	Compulsory	Workload	Other	FY2023-2024 Requested Continuation Level
Salaries	2,528,431	—	—	108,181	—	—	2,636,612
Other Compensation	100,000	—	—	—	—	—	100,000
Related Benefits	1,613,705	—	—	39,549	—	—	1,653,254
<b>TOTAL PERSONAL SERVICES</b>	<b>\$4,242,136</b>	<b>—</b>	<b>—</b>	<b>\$147,730</b>	<b>—</b>	<b>—</b>	<b>\$4,389,866</b>
Travel	160,000	—	3,794	—	—	—	163,794
Operating Services	92,430	—	2,191	—	—	—	94,621
Supplies	20,000	—	474	—	—	—	20,474
<b>TOTAL OPERATING EXPENSES</b>	<b>\$272,430</b>	<b>—</b>	<b>\$6,459</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$278,889</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$315,000</b>	<b>—</b>	<b>\$7,466</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$322,466</b>
Other Charges	50,000	—	—	—	—	—	50,000
Debt Service	—	—	—	—	—	—	—
Interagency Transfers	511,293	—	—	—	—	—	511,293
<b>TOTAL OTHER CHARGES</b>	<b>\$561,293</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$561,293</b>
Acquisitions	50,000	(50,000)	—	—	—	—	—
Major Repairs	—	—	—	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$50,000</b>	<b>\$(50,000)</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>TOTAL EXPENDITURES</b>	<b>\$5,440,859</b>	<b>\$(50,000)</b>	<b>\$13,925</b>	<b>\$147,730</b>	<b>—</b>	<b>—</b>	<b>\$5,552,514</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 11658 — 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	(50,000)
STATUTORY DEDICATIONS	—
FEDERAL FUNDS	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$(50,000)</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	(50,000)
Major Repairs	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$(50,000)</b>
<b>TOTAL EXPENDITURES</b>	<b>\$(50,000)</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	(50,000)
<b>Total:</b>	<b>\$(50,000)</b>

**Statutory Dedications**

	Amount
<b>Total:</b>	<b>—</b>

**Supporting Detail**  
**Means of Financing**

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

**Acquisitions**

Commitment item	Name	Amount
5710250	ACQ-AUTOMOBILES	(50,000)
<b>Total:</b>		<b>\$(50,000)</b>

**Form 11659 — Standard Inflation Adjustment**

**1061 - Property Taxation Regulatory/Oversight**

**Means of Financing**

	Amount
STATE GENERAL FUND (Direct)	367
STATE GENERAL FUND BY:	—
INTERAGENCY TRANSFERS	—
FEES & SELF-GENERATED	13,558
STATUTORY DEDICATIONS	—
FEDERAL FUNDS	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$13,925</b>

**Expenditures**

	Amount
Salaries	—
Other Compensation	—
Related Benefits	—
<b>TOTAL PERSONAL SERVICES</b>	<b>—</b>
Travel	3,794
Operating Services	2,191
Supplies	474
<b>TOTAL OPERATING EXPENSES</b>	<b>\$6,459</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$7,466</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>\$13,925</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	13,558
<b>Total:</b>	<b>\$13,558</b>

**Statutory Dedications**

	Amount
<b>Total:</b>	<b>—</b>

**Supporting Detail**

**Means of Financing**

Description	Amount
State General Fund	367
Tax Commission Expense Fund	13,558
<b>Total:</b>	<b>\$13,925</b>

**Travel**

Commitment item	Name	Amount
5210010	IN-STATE TRAVEL-ADM	42
5210015	IN-STATE TRAVEL-CONF	36
5210020	IN-STATE TRAV-FIELD	2,015
5210025	IN-STATE TRV-BD MEM	563
5210030	IN-STATE TRV-IT/TRN	7
5210060	OUT-OF-STTRV-FIELD	1,131
<b>Total:</b>		<b>\$3,794</b>

**Operating Services**

Commitment item	Name	Amount
5310005	SERV-PRINTING	14
5310010	SERV-DUES & OTHER	824
5310400	SERV-MISC	392
5330017	MAINT-DATA SOFTWARE	81
5340020	RENT-EQUIPMENT	254
5350001	UTIL-INTERNET PROVID	83
5350006	UTIL-MAIL/DEL/POST	543
<b>Total:</b>		<b>\$2,191</b>

**Supplies**

Commitment item	Name	Amount
5410001	SUP-OFFICE SUPPLIES	293
5410006	SUP-COMPUTER	157
5410007	SUP-CLOTHING/UNIFORM	24
<b>Total:</b>		<b>\$474</b>

**Professional Services**

Commitment item	Name	Amount
5510005	PROF SERV-LEGAL	7,466
<b>Total:</b>		<b>\$7,466</b>

**Form 11417 — 106- Salaries and Benefits**

**1061 - Property Taxation Regulatory/Oversight**

**MEANS OF FINANCING**

	Amount
STATE GENERAL FUND (Direct)	147,730
STATE GENERAL FUND BY:	—
INTERAGENCY TRANSFERS	—
FEES & SELF-GENERATED	—
STATUTORY DEDICATIONS	—
FEDERAL FUNDS	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$147,730</b>

**EXPENDITURES**

	Amount
Salaries	108,181
Other Compensation	—
Related Benefits	39,549
<b>TOTAL PERSONAL SERVICES</b>	<b>\$147,730</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>\$147,730</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>

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



# Technical and Other Adjustments

## AGENCY SUMMARY STATEMENT

### Total Agency

Means of Financing	Existing Operating Budget as of 10/01/2022	FY2023-2024 Requested Continuation Adjustment	FY2023-2024 Requested in this Adjustment Package	FY2023-2024 Requested Realignment
STATE GENERAL FUND (Direct)	2,157,964	148,097	—	2,306,061
STATE GENERAL FUND BY:	—	—	—	—
INTERAGENCY TRANSFERS	—	—	—	—
FEE & SELF-GENERATED	3,282,895	(36,442)	—	3,246,453
STATUTORY DEDICATIONS	—	—	—	—
FEDERAL FUNDS	—	—	—	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$5,440,859</b>	<b>\$111,655</b>	<b>—</b>	<b>\$5,552,514</b>
Salaries	2,528,431	108,181	—	2,636,612
Other Compensation	100,000	—	—	100,000
Related Benefits	1,613,705	39,549	—	1,653,254
<b>TOTAL PERSONAL SERVICES</b>	<b>\$4,242,136</b>	<b>\$147,730</b>	<b>—</b>	<b>\$4,389,866</b>
Travel	160,000	3,794	—	163,794
Operating Services	92,430	2,191	—	94,621
Supplies	20,000	474	—	20,474
<b>TOTAL OPERATING EXPENSES</b>	<b>\$272,430</b>	<b>\$6,459</b>	<b>—</b>	<b>\$278,889</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$315,000</b>	<b>\$7,466</b>	<b>—</b>	<b>\$322,466</b>
Other Charges	50,000	—	—	50,000
Debt Service	—	—	—	—
Interagency Transfers	511,293	—	—	511,293
<b>TOTAL OTHER CHARGES</b>	<b>\$561,293</b>	<b>—</b>	<b>—</b>	<b>\$561,293</b>
Acquisitions	50,000	(50,000)	—	—
Major Repairs	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$50,000</b>	<b>\$(50,000)</b>	<b>—</b>	<b>—</b>
<b>TOTAL EXPENDITURES</b>	<b>\$5,440,859</b>	<b>\$111,655</b>	<b>—</b>	<b>\$5,552,514</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>

**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 10/01/2022	FY2023-2024 Requested Continuation Adjustment	FY2023-2024 Requested in this Adjustment Package	FY2023-2024 Requested Realignment
STATE GENERAL FUND (Direct)	2,157,964	148,097	—	2,306,061
STATE GENERAL FUND BY:	—	—	—	—
INTERAGENCY TRANSFERS	—	—	—	—
FEES & SELF-GENERATED	3,282,895	(36,442)	—	3,246,453
STATUTORY DEDICATIONS	—	—	—	—
FEDERAL FUNDS	—	—	—	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$5,440,859</b>	<b>\$111,655</b>	<b>—</b>	<b>\$5,552,514</b>
Salaries	2,528,431	108,181	—	2,636,612
Other Compensation	100,000	—	—	100,000
Related Benefits	1,613,705	39,549	—	1,653,254
<b>TOTAL PERSONAL SERVICES</b>	<b>\$4,242,136</b>	<b>\$147,730</b>	<b>—</b>	<b>\$4,389,866</b>
Travel	160,000	3,794	—	163,794
Operating Services	92,430	2,191	—	94,621
Supplies	20,000	474	—	20,474
<b>TOTAL OPERATING EXPENSES</b>	<b>\$272,430</b>	<b>\$6,459</b>	<b>—</b>	<b>\$278,889</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$315,000</b>	<b>\$7,466</b>	<b>—</b>	<b>\$322,466</b>
Other Charges	50,000	—	—	50,000
Debt Service	—	—	—	—
Interagency Transfers	511,293	—	—	511,293
<b>TOTAL OTHER CHARGES</b>	<b>\$561,293</b>	<b>—</b>	<b>—</b>	<b>\$561,293</b>
Acquisitions	50,000	(50,000)	—	—
Major Repairs	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$50,000</b>	<b>\$(50,000)</b>	<b>—</b>	<b>—</b>
<b>TOTAL EXPENDITURES</b>	<b>\$5,440,859</b>	<b>\$111,655</b>	<b>—</b>	<b>\$5,552,514</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 10/01/2022	FY2023-2024 Requested Continuation Adjustment	FY2023-2024 Requested in Technical/Other Package	FY2023-2024 Requested New/Expanded	FY2023-2024 Requested Realignment
STATE GENERAL FUND (Direct)	2,157,964	148,097	—	—	2,306,061
STATE GENERAL FUND BY:	—	—	—	—	—
INTERAGENCY TRANSFERS	—	—	—	—	—
FEES & SELF-GENERATED	3,282,895	(36,442)	—	—	3,246,453
STATUTORY DEDICATIONS	—	—	—	—	—
FEDERAL FUNDS	—	—	—	—	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$5,440,859</b>	<b>\$111,655</b>	<b>—</b>	<b>—</b>	<b>\$5,552,514</b>
Salaries	2,528,431	108,181	—	—	2,636,612
Other Compensation	100,000	—	—	—	100,000
Related Benefits	1,613,705	39,549	—	—	1,653,254
<b>TOTAL PERSONAL SERVICES</b>	<b>\$4,242,136</b>	<b>\$147,730</b>	<b>—</b>	<b>—</b>	<b>\$4,389,866</b>
Travel	160,000	3,794	—	—	163,794
Operating Services	92,430	2,191	—	—	94,621
Supplies	20,000	474	—	—	20,474
<b>TOTAL OPERATING EXPENSES</b>	<b>\$272,430</b>	<b>\$6,459</b>	<b>—</b>	<b>—</b>	<b>\$278,889</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$315,000</b>	<b>\$7,466</b>	<b>—</b>	<b>—</b>	<b>\$322,466</b>
Other Charges	50,000	—	—	—	50,000
Debt Service	—	—	—	—	—
Interagency Transfers	511,293	—	—	—	511,293
<b>TOTAL OTHER CHARGES</b>	<b>\$561,293</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$561,293</b>
Acquisitions	50,000	(50,000)	—	—	—
Major Repairs	—	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$50,000</b>	<b>\$(50,000)</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>TOTAL EXPENDITURES</b>	<b>\$5,440,859</b>	<b>\$111,655</b>	<b>—</b>	<b>—</b>	<b>\$5,552,514</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 10/01/2022	FY2023-2024 Requested Continuation Adjustment	FY2023-2024 Requested in Technical/Other Package	FY2023-2024 Requested New/Expanded	FY2023-2024 Requested Realignment
Tax Commission Expense Fund	3,282,895	(36,442)	—	—	3,246,453
<b>Total:</b>	<b>\$3,282,895</b>	<b>\$(36,442)</b>	<b>—</b>	<b>—</b>	<b>\$3,246,453</b>

**Statutory Dedications**

Description	Existing Operating Budget as of 10/01/2022	FY2023-2024 Requested Continuation Adjustment	FY2023-2024 Requested in Technical/Other Package	FY2023-2024 Requested New/Expanded	FY2023-2024 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 10/01/2022	FY2023-2024 Requested Continuation Adjustment	FY2023-2024 Requested in Technical/Other Package	FY2023-2024 Requested New/Expanded	FY2023-2024 Requested Realignment
STATE GENERAL FUND (Direct)	2,157,964	148,097	—	—	2,306,061
STATE GENERAL FUND BY:	—	—	—	—	—
INTERAGENCY TRANSFERS	—	—	—	—	—
FEES & SELF-GENERATED	3,282,895	(36,442)	—	—	3,246,453
STATUTORY DEDICATIONS	—	—	—	—	—
FEDERAL FUNDS	—	—	—	—	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$5,440,859</b>	<b>\$111,655</b>	<b>—</b>	<b>—</b>	<b>\$5,552,514</b>
Salaries	2,528,431	108,181	—	—	2,636,612
Other Compensation	100,000	—	—	—	100,000
Related Benefits	1,613,705	39,549	—	—	1,653,254
<b>TOTAL PERSONAL SERVICES</b>	<b>\$4,242,136</b>	<b>\$147,730</b>	<b>—</b>	<b>—</b>	<b>\$4,389,866</b>
Travel	160,000	3,794	—	—	163,794
Operating Services	92,430	2,191	—	—	94,621
Supplies	20,000	474	—	—	20,474
<b>TOTAL OPERATING EXPENSES</b>	<b>\$272,430</b>	<b>\$6,459</b>	<b>—</b>	<b>—</b>	<b>\$278,889</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$315,000</b>	<b>\$7,466</b>	<b>—</b>	<b>—</b>	<b>\$322,466</b>
Other Charges	50,000	—	—	—	50,000
Debt Service	—	—	—	—	—
Interagency Transfers	511,293	—	—	—	511,293
<b>TOTAL OTHER CHARGES</b>	<b>\$561,293</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$561,293</b>
Acquisitions	50,000	(50,000)	—	—	—
Major Repairs	—	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>\$50,000</b>	<b>\$(50,000)</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>TOTAL EXPENDITURES</b>	<b>\$5,440,859</b>	<b>\$111,655</b>	<b>—</b>	<b>—</b>	<b>\$5,552,514</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 10/01/2022	FY2023-2024 Requested Continuation Adjustment	FY2023-2024 Requested in Technical/Other Package	FY2023-2024 Requested New/Expanded	FY2023-2024 Requested Realignment
Tax Commission Expense Fund	3,282,895	(36,442)	—	—	3,246,453
<b>Total:</b>	<b>\$3,282,895</b>	<b>\$(36,442)</b>	<b>—</b>	<b>—</b>	<b>\$3,246,453</b>

**Statutory Dedications**

Description	Existing Operating Budget as of 10/01/2022	FY2023-2024 Requested Continuation Adjustment	FY2023-2024 Requested in Technical/Other Package	FY2023-2024 Requested New/Expanded	FY2023-2024 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	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Requested Continuation Adjustments	FY2023-2024 Requested in Technical/Other Adjustments	FY2023-2024 Requested New or Expanded Adjustments	FY2023-2024 Total Request	Over/Under EOB
STATE GENERAL FUND (Direct)	2,040,045	2,157,964	148,097	—	—	2,306,061	148,097
STATE GENERAL FUND BY:	—	—	—	—	—	—	—
INTERAGENCY TRANSFERS	—	—	—	—	—	—	—
FEES & SELF-GENERATED	2,455,904	3,282,895	(36,442)	—	—	3,246,453	(36,442)
STATUTORY DEDICATIONS	—	—	—	—	—	—	—
FEDERAL FUNDS	—	—	—	—	—	—	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$4,495,949</b>	<b>\$5,440,859</b>	<b>\$111,655</b>	<b>—</b>	<b>—</b>	<b>\$5,552,514</b>	<b>\$111,655</b>

**Fees and Self-Generated**

Description	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Requested Continuation Adjustments	FY2023-2024 Requested in Technical/Other Adjustments	FY2023-2024 Requested New or Expanded Adjustments	FY2023-2024 Total Request	Over/Under EOB
Tax Commission Expense Fund	2,455,904	3,282,895	(36,442)	—	—	3,246,453	(36,442)
<b>Total:</b>	<b>\$2,455,904</b>	<b>\$3,282,895</b>	<b>\$(36,442)</b>	<b>—</b>	<b>—</b>	<b>\$3,246,453</b>	<b>\$(36,442)</b>

**Statutory Dedications**

Description	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Requested Continuation Adjustments	FY2023-2024 Requested in Technical/Other Adjustments	FY2023-2024 Requested New or Expanded Adjustments	FY2023-2024 Total Request	Over/Under EOB
<b>Total:</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>

Expenditures and Positions

Description	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Requested Continuation Adjustments	FY2023-2024 Requested in Technical/Other Adjustments	FY2023-2024 Requested New or Expanded Adjustments	FY2023-2024 Total Request	Over/Under EOB
Salaries	2,263,123	2,528,431	108,181	—	—	2,636,612	108,181
Other Compensation	5,756	100,000	—	—	—	100,000	—
Related Benefits	1,372,886	1,613,705	39,549	—	—	1,653,254	39,549
<b>TOTAL PERSONAL SERVICES</b>	<b>\$3,641,764</b>	<b>\$4,242,136</b>	<b>\$147,730</b>	<b>—</b>	<b>—</b>	<b>\$4,389,866</b>	<b>\$147,730</b>
Travel	107,380	160,000	3,794	—	—	163,794	3,794
Operating Services	68,745	92,430	2,191	—	—	94,621	2,191
Supplies	13,699	20,000	474	—	—	20,474	474
<b>TOTAL OPERATING EXPENSES</b>	<b>\$189,823</b>	<b>\$272,430</b>	<b>\$6,459</b>	<b>—</b>	<b>—</b>	<b>\$278,889</b>	<b>\$6,459</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$199,858</b>	<b>\$315,000</b>	<b>\$7,466</b>	<b>—</b>	<b>—</b>	<b>\$322,466</b>	<b>\$7,466</b>
Other Charges	—	50,000	—	—	—	50,000	—
Debt Service	—	—	—	—	—	—	—
Interagency Transfers	464,503	511,293	—	—	—	511,293	—
<b>TOTAL OTHER CHARGES</b>	<b>\$464,503</b>	<b>\$561,293</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$561,293</b>	<b>—</b>
Acquisitions	—	50,000	(50,000)	—	—	—	(50,000)
Major Repairs	—	—	—	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>—</b>	<b>\$50,000</b>	<b>\$(50,000)</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$(50,000)</b>
<b>TOTAL EXPENDITURES</b>	<b>\$4,495,949</b>	<b>\$5,440,859</b>	<b>\$111,655</b>	<b>—</b>	<b>—</b>	<b>\$5,552,514</b>	<b>\$111,655</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	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Requested Continuation Adjustments	FY2023-2024 Requested in Technical/Other Adjustments	FY2023-2024 Requested New or Expanded Adjustments	FY2023-2024 Total Request	Over/Under EOB
STATE GENERAL FUND (Direct)	2,040,045	2,157,964	148,097	—	—	2,306,061	148,097
STATE GENERAL FUND BY:	—	—	—	—	—	—	—
INTERAGENCY TRANSFERS	—	—	—	—	—	—	—
FEES & SELF-GENERATED	2,455,904	3,282,895	(36,442)	—	—	3,246,453	(36,442)
STATUTORY DEDICATIONS	—	—	—	—	—	—	—
FEDERAL FUNDS	—	—	—	—	—	—	—
<b>TOTAL MEANS OF FINANCING</b>	<b>\$4,495,949</b>	<b>\$5,440,859</b>	<b>\$111,655</b>	<b>—</b>	<b>—</b>	<b>\$5,552,514</b>	<b>\$111,655</b>

**Fees and Self-Generated**

Description	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Requested Continuation Adjustments	FY2023-2024 Requested in Technical/Other Adjustments	FY2023-2024 Requested New or Expanded Adjustments	FY2023-2024 Total Request	Over/Under EOB
Tax Commission Expense Fund	2,455,904	3,282,895	(36,442)	—	—	3,246,453	(36,442)
<b>Total:</b>	<b>\$2,455,904</b>	<b>\$3,282,895</b>	<b>\$(36,442)</b>	<b>—</b>	<b>—</b>	<b>\$3,246,453</b>	<b>\$(36,442)</b>



Expenditures and Positions

Description	FY2021-2022 Actuals	Existing Operating Budget as of 10/01/2022	FY2023-2024 Requested Continuation Adjustments	FY2023-2024 Requested in Technical/Other Adjustments	FY2023-2024 Requested New or Expanded Adjustments	FY2023-2024 Total Request	Over/Under EOB
Salaries	2,263,123	2,528,431	108,181	—	—	2,636,612	108,181
Other Compensation	5,756	100,000	—	—	—	100,000	—
Related Benefits	1,372,886	1,613,705	39,549	—	—	1,653,254	39,549
<b>TOTAL PERSONAL SERVICES</b>	<b>\$3,641,764</b>	<b>\$4,242,136</b>	<b>\$147,730</b>	<b>—</b>	<b>—</b>	<b>\$4,389,866</b>	<b>\$147,730</b>
Travel	107,380	160,000	3,794	—	—	163,794	3,794
Operating Services	68,745	92,430	2,191	—	—	94,621	2,191
Supplies	13,699	20,000	474	—	—	20,474	474
<b>TOTAL OPERATING EXPENSES</b>	<b>\$189,823</b>	<b>\$272,430</b>	<b>\$6,459</b>	<b>—</b>	<b>—</b>	<b>\$278,889</b>	<b>\$6,459</b>
<b>PROFESSIONAL SERVICES</b>	<b>\$199,858</b>	<b>\$315,000</b>	<b>\$7,466</b>	<b>—</b>	<b>—</b>	<b>\$322,466</b>	<b>\$7,466</b>
Other Charges	—	50,000	—	—	—	50,000	—
Debt Service	—	—	—	—	—	—	—
Interagency Transfers	464,503	511,293	—	—	—	511,293	—
<b>TOTAL OTHER CHARGES</b>	<b>\$464,503</b>	<b>\$561,293</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$561,293</b>	<b>—</b>
Acquisitions	—	50,000	(50,000)	—	—	—	(50,000)
Major Repairs	—	—	—	—	—	—	—
<b>TOTAL ACQ. &amp; MAJOR REPAIRS</b>	<b>—</b>	<b>\$50,000</b>	<b>\$(50,000)</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>\$(50,000)</b>
<b>TOTAL EXPENDITURES</b>	<b>\$4,495,949</b>	<b>\$5,440,859</b>	<b>\$111,655</b>	<b>—</b>	<b>—</b>	<b>\$5,552,514</b>	<b>\$111,655</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>



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# Addenda

# INTERAGENCY TRANSFERS

Facility Planning and Control  
State of Louisiana  
Division of Administration



JOHN BEL EDWARDS  
GOVERNOR

JAY DARDENNE  
COMMISSIONER OF ADMINISTRATION

June 15, 2022

Mr. Michael Matheme, 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. Matheme:

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, Director  
Facility Planning and Control

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

*paid 9/14/2022*

# INVOICE

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

**DATE:** August 23, 2022  
**INVOICE #** 23-1114-12  
**FOR:** FY 23 IAT DOA - Office of Human Resources

**Bill To:**  
 LOUISIANA TAX COMMISSION

DESCRIPTION	AMOUNT
Payment Request for DOA - Office of Human Resources FY22 (07/01/22-06/30/23)	33,969.00
<b>TOTAL</b>	<b>\$ 33,969.00</b>

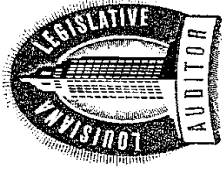
**Payment Details**

Payment for the services provided to your agency are 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 8/24/22*

*✓*



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,

Michael J. "Mike" Waguespack, CPA  
Legislative Auditor

MJW:WDD:tp  
Attachment  
FISCAL22-23

1600 NORTH THIRD STREET • POST OFFICE BOX 94397 • BATON ROUGE, LOUISIANA 70804-9397  
WWW.LJ.LA.GOV • PHONE: 225-339-3800 • FAX: 225-339-3870

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

# INVOICE

## 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.la.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	Reference	Due Date	Document	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*



**FY23 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	FY23 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:**

Zalinsky Matthew 8/18/2022  
 Zalinsky Matthew, AD - Office of State Procurement Date

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

Rajesh.Saini@la.gov [Signature]  
 Sending Agency Email Address Phone Number

**Agency Payment Coding (Below and/or Attached):**

\$2512.00 106 5950001, 1061017010, 1060000000

Amount	Agency Bus. Area	General Ledger	Cost Center	Fund	Grant/WBS	Internal Order	Functional Area

**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 94095, Baton Rouge, LA 70804.

225 219 0339  
 \* 219

[Handwritten initials]



# INVOICE

State of Louisiana Division of Administration

Office of Finance and Support Services

PO Box 94095

Baton Rouge, LA 70804-9095

(225) 342-0700

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)	1,766.00
Z8 #8800010164 <i>10600 00000 - GF</i> <i>1061217710 - Cost Center</i>	
<b>TOTAL \$</b>	<b>1,766.00</b>

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 - 9095*

enacted on 7/1/22

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](mailto:Ruby.Dearing@la.gov).**

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

Please Print Name

*[Signature]*  
Rajesh Jais

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
STATEWIDEXPR OP20222023	STATEWIDE EXCESS PROPERTY POLICY Property (1st Party)	\$599	\$0	\$599
WC20222023	SELF-INSURED WORKERS COMP Workers Compensation	\$25,642	\$-1,282	\$24,360

**Totals** **\$43,959** **\$-2,105** **\$41,854**  
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 Dearding  
ORM Accounting  
(225) 219-0412



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