



MEMORANDUM

November 14, 2024.

To: Megan Tudor, OFM

From: Ross Petersen, Executive Director

RE: Proposed Budget Reductions

As you know, the Board of Tax Appeals is a very small agency, and most of our costs are fixed. Our largest expense is personnel. We do not suggest reducing staff or implementing a hiring freeze at this time because we have a 2,800+ case backlog, with cases dating back to 2020. Personnel reductions will only worsen that backlog.

The Board proposes the following reductions that will have a limited impact:

FY 2025: Our variance except the funding for subscriptions (costs are incurred in Spring 2025).

2025-2027 Biennium

Travel:	\$6,650 (1/2 of total)
Supplies:	\$375 (1/4 of total)
Professional Development:	\$9,000 (1/2 of total)
Total:	\$16,025