

# **ANNUAL REPORT OF NONFINANCIAL DATA**

for the year ended August 31, 2025



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LETTER OF TRANSMITTAL

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# TEXAS DEPARTMENT OF LICENSING & REGULATION

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[www.tdlr.texas.gov](http://www.tdlr.texas.gov)

December 31, 2025

The Honorable Greg Abbott, Governor  
Lisa Collier, State Auditor  
Jerry McGinty, Director, Legislative Budget Board

Dear Gov. Abbott, Ms. Collier, and Mr. McGinty:

We are pleased to submit the Texas Department of Licensing and Regulation *Annual Report of Nonfinancial Data* for the year ending on August 31, 2025, in compliance with the Texas Government Code Ann. § 2101.0115 and in accordance with the instructions for completing the Annual Report of Nonfinancial Data.

The accompanying report has not been audited and is considered to be independent of the agency's *Annual Financial Report*.

If you have any questions, please contact Karen Sands, Director of Financial Services, at (512) 638-1115.

Sincerely,

A handwritten signature in black ink, appearing to read "Courtney Arbour", written in a cursive style.

Courtney Arbour  
Executive Director

UNAUDITED

**TEXAS DEPARTMENT OF LICENSING AND REGULATION  
SCHEDULE OF SPACE OCCUPIED**

For the Fiscal Year Ended August 31, 2025

Location	Address	Lessor	Lease Number	Type	Usable Sq. Ft.	FTEs	Rental per Month			Comments
							Cost per Sq. Ft.	Cost per Month	Annual Cost	
<b>State-Owned Buildings:</b>										
Austin	920 Colorado				33,676	182.0				
Fort Worth	1501 Circle Dr, Suite 215				1,806	9.0				
Houston	5425 Polk Ave, Suite G80				4,854	7.0				
					<u>40,336</u>	<u>198.0</u>				
<b>Free Space:</b>										
(None)										
<b>Leased Space:</b>										
Austin	1106 Clayton Lane	Omninet Twin Towers, LP	20208							Lease expires 12/31/2026
	Suites 125E and 325E			Office/Meeting	12,650	94.0	26.52	27,956.50	335,478.00	Suite 125 is the large meeting room used for Commission and Advisory Board Meetings, Training, etc.
	Suites 130E and 425E			Offices	10,181	56.0	26.52	22,500.01	270,000.12	
	Suite 300E			Offices	6,379	23.0	26.52	14,097.59	169,171.08	
	Suite 105E			Offices	2,233	14.0	26.52	4,934.93	59,219.16	
	Suite 105W - 110W			Offices	5,092	33.0	26.52	11,253.32	135,039.84	
	Suite 200E			Offices	6,659	46.0	26.52	14,716.39	176,596.68	
	Suite 111 112w			Offices	4,821	31.0	26.52	10,654.41	127,852.92	
					<u>48,015</u>	<u>220.0</u>		<u>106,113.15</u>	<u>1,273,357.80</u>	
Austin	2400 W Braker Lane		20219							Lease expires 02/28/2027
	Warehouse			Storage	11,500	2.0	16.50	15,812.50	189,750.00	Warehouse space for motor fuels program and driver safety program equipment
					<u>11,500</u>	<u>2.0</u>		<u>15,812.50</u>	<u>189,750.00</u>	

UNAUDITED

**TEXAS DEPARTMENT OF LICENSING AND REGULATION (452)**  
**SCHEDULE OF PROFESSIONAL/CONSULTING AND LEGAL SERVICE FEES**  
 For the Fiscal Year Ended August 31, 2025

<u>Name</u>	<u>Type of Service Rendered</u>	<u>Amount</u>
Alliance Work Partners	Other Professional Services	11,098.23
AVI Systems Inc	Information Technology Services	10,905.51
Bansar Technologies Inc	Consulting Services - Information Technology (Computer)	175,992.32
Brandt Information Services LLC	Consulting Services - Information Technology (Computer)	211,744.32
Bryce Jarrod Karulak	Other Witness Fees	400.00
C & T Information Technology Consulting Inc.	Consulting Services - Information Technology (Computer)	446,028.24
Cambay Consulting LLC	Consulting Services - Information Technology (Computer)	181,492.08
Carahsoft Technology Corp	Consulting Services - Information Technology (Computer)	2,623.86
CGI Technologies & Solutions Inc	Consulting Services - Information Technology (Computer)	3,778,145.74
CitiBank N A	Educational/Training Services	850.00
Elliott Hudson	Other Witness Fees	400.00
Firetrol Protection Systems Inc	Information Technology Services	2,598.57
Frenkel & Frenkel LLP	Legal Services	4,000.00
Gartner Inc	Information Technology Services	566,496.00
Globalscope Communications	Information Technology Services	17,911.03
Management Systems Inc.	Information Technology Services	29,995.00
Prolim Global Corp.	Information Technology Services	191,235.00
Solid Border Inc	Information Technology Services	6,500.00
Steck Systems Inc	Consulting Services - Information Technology (Computer)	181,099.24
Texas Comptroller of Public Accounts	Information Technology Services	\$ 821.50
Texas Credit Card Procurement Program	Information Technology Services	414.00
Texas Dept of Information Resources	Computer Services-Statewide Technology Center	2,300,011.05
Texas Workforce Commission	Other Professional Services	2,387.00
Tyler Technologies Inc	Consulting Services - Information Technology (Computer)	170,885.95
Victoria Meinhardt	Other Witness Fees	400.00
Weaver & Tidwell LLP	Financial and Accounting Services	104,191.25
<b>Total Professional / Consulting Fees</b>		<b>\$ 8,398,625.89</b>

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**STATE AGENCY PROGRESS REPORT**  
 (Source: Texas Government Code, Title 10, Subtitle D, Section 2161.124)

Agency Name: Texas Department of Licensing and Regulations Agency: 452 Report for Fiscal Year: 2026

HUB Report Procurement Categories	FY 2024	FY2025	FY 2026
	% of Dollars Spent w/HUBs <sup>2</sup>	% of Dollars Spent w/HUBs <sup>2</sup>	Agency-Specific VetHUB Goal <sup>3</sup>
Heavy construction other than building contracts	N/A	0.00%	0.00%
Building construction, including general contractors and operative builders contracts	0.00%	0.00%	0.00%
Special trade construction contracts	60.77%	58.04%	32.90%
Professional services contracts	0.00%	0.00%	23.70%
Other services contracts	12.12%	11.51%	26.00%
Commodities contracts	25.15%	12.78%	21.10%

<sup>1</sup> For each of the procurement categories listed, enter the agency-specific HUB Goals submitted in the prior State Agency Progress Report for Fiscal Year 2025.

<sup>2</sup> For each of the procurement categories listed, enter the percentage of dollars the agency spent with HUBs as reflected in the Annual HUB Reports.

<sup>3</sup> Goals for FY 2026 should be established in line with the Veteran Heroes United in Business (VetHUB) program changes effective 12/2/25. Agency AGENCY NOTE: The Texas Department of Licensing and Regulations does not have strategies or programs related to construction. Therefore, the "Heavy Construction" and "Building Construction" categories are not applicable to the TDLR.

Prepared By: 

Printed Name: Eric Williams

Phone Number: 512-344-5241

Approved by: 

Printed Name: Courtney Arbour

Phone Number: 512-463-3171

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TEXAS DEPARTMENT OF LICENSING AND REGULATION (452)  
 APPROPRIATION ITEM TRANSFER SCHEDULE\*  
 For the Fiscal Year Ended August 31, 2025

ITEM OF APPROPRIATION			<u>Transfers-In</u>	<u>Transfers-Out</u>	<u>Net Transfers</u>
<b>A. Goal: Licensing</b>					
Strategies:					
A.1.1	13004	License/Register/Certify	\$ 25,000.00	\$ (489,165.00)	\$ (464,165.00)
A.1.2	13023	License Businesses & Facilities	19,000.00	-	19,000.00
A.1.3	13003	Education and Examinations	-	(150,481.00)	(150,481.00)
A.1.4	13008	Customer Service	114,481.00	-	114,481.00
A.1.5	13011	Texas.Gov	-	-	-
Total, Goal A: Licensing			<u>\$ 158,481.00</u>	<u>\$ (639,646.00)</u>	<u>\$ (481,165.00)</u>
<b>B. Goal: Enforcement</b>					
Strategies:					
B.1.1	13010	Conduct Inspections	\$ -	\$ (582,264.00)	\$ (582,263.00)
B.1.2	13024	Building Plan Reviews	34,722.00	-	34,722.00
B.1.3	13009	Resolve Complaints	2,000.00	-	2,000.00
B.1.4	13025	Investigations	176,420.00	-	176,420.00
Total, Goal B: Enforcement			<u>\$ 213,142.00</u>	<u>\$ (582,264.00)</u>	<u>\$ (369,122.00)</u>
<b>C. Goal: Indirect Administration</b>					
Strategies:					
C.1.1	13800	Central Administration	\$ 175,000.00	\$ (402,650.00)	\$ (227,650.00)
C.2.1	13801	Information Resources	1,186,287.00	(175,780.00)	1,010,508.00
C.3.1	13802	Other Support Services	67,430.00	-	67,429.00
Total, Goal C: Indirect Administration			<u>\$ 1,428,717.00</u>	<u>\$ (578,430.00)</u>	<u>\$ 850,287.00</u>
<b>NET APPROPRIATION ITEM TRANSFERS</b>			<u>\$ 1,800,340.00</u>	<u>\$ (1,800,340.00)</u>	<u>\$ -</u>

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**TEXAS DEPARTMENT OF LICENSING AND REGULATION (452)**

**SCHEDULE OF VEHICLES PURCHASED**

For the Fiscal Year Ended August 31, 2025

<u>Make</u>	<u>Model</u>	<u>Purchase Price</u>	<u>Type of Use</u>	<u>Fuel Efficiency</u>
2024	Ford F150 XL	\$ 45,868.76	Equipment	21 Avg Mpg
2024	Ford F150 XL	\$ 45,868.76	Equipment	21 Avg Mpg
2024	Ford F150 XL	\$ 45,868.76	Equipment	21 Avg Mpg
2024	Ford F150 XL	\$ 45,868.76	Equipment	21 Avg Mpg
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2024	Ford F150 XL	\$ 45,868.76	Equipment	21 Avg Mpg
2024	Ford F150 XL	\$ 45,868.76	Equipment	21 Avg Mpg
2024	Ford F150 XL	\$ 45,868.76	Equipment	21 Avg Mpg
2024	Ford F150 XL	\$ 45,868.76	Equipment	21 Avg Mpg
2024	Ford F150 XL	\$ 45,868.76	Equipment	21 Avg Mpg

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**TEXAS DEPARTMENT OF LICENSING AND REGULATION  
INDIRECT COST SCHEDULE**

For the Fiscal Year Ended August 31, 2025

**A. Payroll Related Costs**

FICA Employer Matching Contribution	2,836,861.20
Group Health Insurance	4,059,161.85
Retirement	3,349,675.64
Unemployment	1,966.50
Other Employment Expense-surcharge	218,868.07
Payroll Health Insurance Contribution	346,932.03
Additional Payroll Retirement Contribution	184,580.05

**Total Payroll Related Costs** **\$10,998,045.34**

Workers' Compensation (Indirect)	1,009.77
Benefit Replacement Pay (BRP)	8,813.84

**Total Workers' Compensation and BRP** **\$9,823.61**

**B. Indirect Costs**

Bond Debt Service Payments	-
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**Total Indirect Costs** (not reported on operating statements) **-**

**C. Indirect Costs - Statewide Full Cost Allocation Plan** *\*Information not available at time of submission*

Building Depreciation	-
Equipment Depreciation	-
CPA Administration	-
CPA Fiscal and ITD	-
CPA Purchasing & Support (TPASS)	-
CPA Rebates	-
DPS Capitol Security	-
TFC Administration	-
TFC Planning and Real Estate Mgmt	-
GOV Budget and Planning	-
State Preservation Brd	-
(101) State Senate	-
(102) House of Representatives	-
(103) Legislative Council	-
(104) Legislative Budget	-
(105) Reference Library	-
(116) Sunset Advisory Board	-

**Total Indirect Costs - Statewide Full Cost Allocation Plan** **-**

**TOTAL INDIRECT COSTS** **\$11,007,868.95**

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**TEXAS DEPARTMENT OF LICENSING AND REGULATION (452)**  
**SCHEDULE OF STATE-OWNED VEHICLES USED BY STATE EMPLOYEES**  
 For the Fiscal Year Ended August 31, 2025

The following employees were authorized to use the agency's twenty seven state-owned vehicles:

Name	Job Title
MANDY ADAMS	Investigator
EFRAIN ALEJANDRO	AHTT Investigator
ALBERT ALVARADO	Lead Inspector
SHEILA ANDERSON	Records Management Officer
COURTNEY ARBOUR	Executive Director
ARTHUR AREVALO	Investigators Manager
CATARINA AVILA	AHT Lead Investigator
KAREN BERRYMAN	Policy Research and Budget Analyst
RICHARD BOLTON	Motor Fuels Program Specialist
SIMONE BOUTIN	PLA - ORR
ZACH BRADSHAW	IT Support Specialist
KATIE BRICE	Licensing Deputy Director
WALLACE BRITTON	Senior IHB Program Specialist
STEPHEN BRUNO	Deputy Executive Director - Licensing Services
DEREK BURKHALTER	Assistant General Counsel
ERIC CAMPBELL	Asset and Facilities Coordinator
ROY CANTU	Field Inspector
ALLEN CAUGHEY	Investigator
DAVID CHAMBERS	Senior Purchaser
RUDOLPHE CHERENFANT	Elevator Program Specialist
Ana Clark	Senior Medical and Health Professions Program Specialist
CRISI COOPER	IHB Senior Program Specialist
DAWN COOPER	Investigator
JEFFREY COPAS	Sr. Government Relations Specialist
SAMUEL COUVILLON	Senior Policy Research and Budget Analyst
CASEY CROCKER	Investigator
HAREGEWEYN DEMOZ	Anti-Trafficking Inspector
DIONNA DENNARD	Boil Inspector Team Leader
LEANNA EASTRIDGE	Field Inspector
ROBYN FINNEY	AHTT Investigator
PAMELA FOLSOM	Lead Inspector
TODD FORRESTER	Outreach, Audits & Policy Manager
RONALD FOSTER	Director of Enforcement
JOHN FOWLER	Chief Information Officer
JASON FRAZER	Investigator
MARSHA GODEAUX	Accessibility Specialist Supervisor
GERARDO GONZALEZ	Massage Therapy Program Specialist
DANETTA GRAHAM	Accessibility Specialist
STEPHANIE GRANDE-BRITO	AHTT Liaison
LISA GRANT	Legal Assistant Supervisor
CARLTON GRIFFING	Deputy Boiler Inspector - Quality & Assurance Reviews
DAVID GRIJALVA	Investigator
HEATHER HALSTEAD	Media Producer
DELISA HAMILTON	Compliance Section Manager
AMY HENSHAW	Lead Inspector
TERRY HEWITT	Deputy Boiler Inspector
DEBRA HICKS	AHTT Investigator
MARY HOFFMAN	Licensing Manager
SIMONE HOLT	AHTT Investigator
BILLY HORD	Motor Fuels Program Specialist
BRENDA HURST	Field Inspector
JESSICA HURTADO	Senior Prosecutor
JENNIFER ROBERTSON	Investigator
DOUGLAS JENNINGS	General Counsel
CHARLES JOHNSON	Deputy General Counsel
CANDACE JUAREZ	Employee Relations & Benefit Coordinator
BRIAN KELLY	Facilities and Risk Manager
MATTHEW KENNEDY	Deputy Boiler Inspector - Quality & Assurance Reviews
THUY KEPNER	Anti-Trafficking Inspector
KAREN KILPATRICK	Lead Inspector
BRODERICK LANG	Deputy Boiler Inspector
HUNG LE	Field Inspector
BRIAN LEIGHTON	Investigator
DELLA LINDQUIST	Deputy General Counsel
AARON LOUHELA	Motor Fuels Program Specialist
CARMON MARSHALL	Advisory Board Program Specialist
ARTURO MARTINEZ	Senior Combative Sports Event Specialist
CESAR MARTINEZ	Combative Sports Event Specialist
MICHAEL MARTYN	Investigator
JAMES MCEACHERN	Field Inspections Liaison
MITSY MCLEAN	Field Inspector

**TEXAS DEPARTMENT OF LICENSING AND REGULATION (452)**  
**SCHEDULE OF STATE-OWNED VEHICLES USED BY STATE EMPLOYEES**  
 For the Fiscal Year Ended August 31, 2025

The following employees were authorized to use the agency's twenty seven state-owned vehicles:

Name		Job Title
ASHLEY	MEDINA	Human Resources Specialist
JOHN	MEDLOCK	Chief Prosecutor
CHARLOTTE	MELDER	Director of Compliance
DAVID	MONTGOMERY	Field Inspector
TIMOTHY	MORALES	Motor Fuels Program Specialist
DONALD	MOREFIELD	Field Inspector
HEATHER	MUEHR	Director of Licensing
JUAN	MUNOZ	Region Manager
BRANDY	MYERS	Chief Financial Officer
GLORIA	NEWTON	IHB Program Specialist
TUYET	NGUYEN	Field Inspector
SHAWN	O'NEAL	Style & Wellness Professions Program Specialist
ALEX	ORTIZ	Advisory Board Program Specialist
ULISES	OSSIO	Region Manager
JENNIFER	PENA	Customer Advocate & Research Expert Specialist
CARNECIA	PENSON	Executive Assistant
PEDRO	PEREZ	AHTT Chief Prosecutor
ANDY	PHAM	Field Inspector
AUSTIN	PHILLIPS	Investigator
DAVID	PONCE	Investigator
ARMAND	RAMIREZ	AHTT Investigator
TONY	READ	Prosecutor
LAWRENCE	REICHLIE	Chief Electrical Inspector
LINDSEY	REN	Field Inspections Liaison
FERNANDO	REYES	Region Manager
MARIA LUISA	ROBERTSON	Manager of Organizational Excellence
MARCO	RODRIGUEZ	Audit & Assessment Specialist
CHRISTOPHER	RUSSEY	Director of Field Inspections
MICHAEL	RUSO	Investigator
JOSEPH	SALAZAR	Customer Advocate & Research Expert Specialist
ELIZABETH	SALINAS-STRITTMATTE	Assistant General Counsel
ANGELA	SANDERS	Senior Style & Wellness Professions Program Specialist - Team Lead
KEITH	SANFORD	Chief Boiler Inspector
JAMES	SCHOOLER	Management Analyst
MIA	SETTLE	Managing Open Records Attorney
JEFFREY	SEXTON	Investigator
SCOTT	SHARP	Investigator
SIMON	SKEDD	Deputy IT Director/IT Services Director
TROY	SMART	Air Conditioning & Refrigeration Program Specialist
LOREN	SMITH	Asset Manager
LESLIE	SNOW	Investigator
JONATHAN	SPARKS	Accessibility Specialist
CAMALEISHA	SPENCER	Field Inspector
D'ANNA	STEWART	Compliance Executive Assistant
KATHRYN	STEWART	Investigator
MICHAEL	STRAWN	Director of Education and Examination
DENNIS	SUMMERS	Deputy Boiler Inspector - Trainer
MICHELLE	TAYLOR	Investigator
JIM	TEMPLIN	Deputy Boiler Inspector
LINDSAY	TENORIO	Lead Investigator
QUY	TRAN	Field Inspections Management Analyst
STEVEN	UECKER	Compliance Section Manager
HECTOR	URESTI	Investigator
LYDIA	VALENZUELA	Executive Assistant
DOUG	VAN PELT	Communications Specialist
WILLIAM	VANHOOK	Boiler Inspector Team Leader
DONACIANO	VARA	Lead Investigator
ERMELINDA	VARGAS	Combative Sports Administrative Program Specialist
JORGE	VEGA PEDRAZA	Environmental Protection Specialist
EDMUND	VILLASANA	Chief Elevator Inspector
DANIEL	WATSON	Investigator
BILL	WEATHERLY	Chief Air Conditioning & Refrigeration Program Specialist
LACREASHA	WELLS	Lead Inspector
DENISE	WHITE	Senior Legal Assistant
HEATHER	WILLIAMS	Field Inspections Liaison
MATTHEW	WILLIAMS	Motor Fuels Program Specialist
CHERYL	WILSON	Legal Assistant Manager
EDWARD	WINKLER	AHTT Liaison
STACEY	WYCHOPEN	Anti-Trafficking Inspector
TONY	ZIMMER	Investigator
DEBORAH	CHAPA-LUNA	Embedded Customer Service Representative

The Hydrologists perform statutorily required inspections of water wells throughout the state. The Directors, Managers, Program Specialists, Purchasers and Warehouse Operations use the agency vehicles to make presentations and to perform supervisory, staff, and administrative functions.

When the vehicles are not in use, they are parked at either our warehouse and headquarters locations.

Other individuals may be added to the list with the approval of the Executive Director or Deputy Executive Director.