

ANNUAL REPORT OF NONFINANCIAL DATA

for the year ended August 31, 2024



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TEXAS DEPARTMENT OF LICENSING & REGULATION

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December 31, 2024

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, 2024, 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, Chief Financial Officer, at (512) 638-1115.

Sincerely,

A handwritten signature in black ink, appearing to read "Courtney Arbour".

Courtney Arbour
Executive Director

UNAUDITED

TEXAS DEPARTMENT OF LICENSING AND REGULATION

SCHEDULE OF SPACE OCCUPIED

For the Fiscal Year Ended August 31, 2024

Location	Address	Lessor	Lease Number	Type	Usable Sq. Ft.	FTEs	Rental per Month		Annual Cost	Comments
							Cost per Sq. Ft.	Cost per Month		
State-Owned Buildings:										
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				
					40,336	198.0				
Free Space:										
(None)										
Leased Space:										
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	
					48,015	220.0		106,113.15	1,273,357.80	
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 saftey program equipment
					11,500	2.0		15,812.50	189,750.00	

TEXAS DEPARTMENT OF LICENSING AND REGULATION (452)
SCHEDULE OF PROFESSIONAL/CONSULTING AND LEGAL SERVICE FEES
For the Fiscal Year Ended August 31, 2024

Name	Type of Service Rendered	Amount
Alliance Work Partners	Other Professional Services	\$ 14,202.63
AVI Systems Inc	Information Technology Services	19,398.02
Bansar Technologies Inc	Consulting Services - Information Technology (Computer)	59,711.68
Brandt Information Services LLC	Consulting Services - Information Technology (Computer)	270,594.24
Bryce Jarrod Karulak	Other Witness Fees	800.00
Burdin Mediations	Other Professional Services	500.00
C & T Information Technology Consulting Inc.	Consulting Services - Information Technology (Computer)	235,836.36
Cambay Consulting LLC	Consulting Services - Information Technology (Computer)	62,068.72
Cathy Allen Rude	Other Witness Fees	800.00
Community Truck Driving School Inc	Educational/Training Services	4,200.00
Cynthia Y Avila	Other Witness Fees	400.00
Defensive Driving Dot Com	Educational/Training Services	150.00
DR Tania Glenn & Associates PA	Educational/Training Services	500.00
E3 Professional Trainers LLC	Educational/Training Services	4,000.00
Elliott Hudson	Other Witness Fees	800.00
Firetrol Protections Systems Inc	Information Technology Services	2,520.00
Gartner INC	Consulting Services - Information Technology (Computer)	25,000.00
Gartner INC	Information Technology Services	289,600.00
Globalscope	Information Technology Services	10,161.48
Island Rock Resources LLC	Consultant Services - Other	280.00
Kathleen Kerr	Other Witness Fees	400.00
LBJ School of Public Affairs	Educational/Training Services	2,800.00
Management Systems	Information Technology Services	29,500.00
Mary E Crane DPM PA	Other Witness Fees	400.00
OnePlan Solutions	Consulting Services - Information Technology (Computer)	1,780.62
Prolim Global Corp	Information Technology Services	207,746.00
Rachel Kristen Skov	Other Witness Fees	800.00
SHI Government Solutions Inc	Educational/Training Services	115.98
SRB Systems Inc	Information Technology Services	28,210.90
Steck Systems Inc	Consulting Services - Information Technology (Computer)	59,711.68
Technology Futures Inc	Educational/Training Services	2,750.00
Texas Dept of Information Services	Computer Services-Statewide Technology Center	1,396,283.19
Tyler Technologies Inc	Information Technology Services	286,906.00
UT - Austin School of Social Work	Other Professional Services	3,629.00
Weaver and Tidwell LLP	Financial and Accounting Services	145,639.83
Total Professional / Consulting Fees		\$ 3,168,196.33

ATTACHMENT C

**TEXAS DEPARTMENT OF LICENSING & REGULATION
AGENCY # 452**

HUB STRATEGIC PLAN PROGRESS REPORT

For the Fiscal Year Ended August 31, 2024

(Source: Texas Government Code, Section 2161.124)

Category	Actual for FY 2023*	Actual for FY 2024*	Goal for FY 2025**
Heavy construction other than building contracts	N/A	N/A	11.20%
Building construction, including general contractors and operative builders contracts	0.00%	0.00%	21.10%
Special trade construction contracts	0.00%	60.77%	32.90%
Professional services contracts	0.00%	0.00%	23.70%
Other services contracts	8.64%	12.12%	26.00%
Commodities contracts	48.89%	25.15%	21.10%

* **Actual** = Percent spent with HUBS from HUB report.

** **Goal** = Strategic Plan HUB goal.

Charlotte Craig

Prepared By

Charlotte Craig

Printed Name

512-463-6347

Phone Number

Brandy M. Myers

APPROVED BY

(Signature Required)

Brandy Myers

Printed Name

512-463-3100

Phone Number

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TEXAS DEPARTMENT OF LICENSING AND REGULATION (452)
APPROPRIATION ITEM TRANSFER SCHEDULE*
For the Fiscal Year Ended August 31, 2024

ITEM OF APPROPRIATION

			<u>Transfers-In</u>	<u>Transfers-Out</u>	<u>Net Transfers</u>
A. Goal: Licensing					
Strategies:					
A.1.1	13004	License/Register/Certify	\$ 27,150.00	\$ -	\$ 27,150.00
A.1.2	13023	License Businesses & Facilities	88,000.00	-	\$ 88,000.00
A.1.3	13003	Education and Examinations	200.00	(5,300.00)	\$ (5,100.00)
A.1.4	13008	Customer Service	1,400.00	(200.00)	\$ 1,200.00
A.1.5	13011	Texas.Gov	-	-	-
Total, Goal A: Licensing			<u>\$ 116,750.00</u>	<u>\$ (5,500.00)</u>	<u>\$ 111,250.00</u>
B. Goal: Enforcement					
Strategies:					
B.1.1	13010	Conduct Inspections	\$ -	\$ (558,050.00)	\$ (558,050.00)
B.1.2	13024	Building Plan Reviews	26,700.00	-	26,700.00
B.1.3	13009	Resolve Complaints	288,000.00	-	288,000.00
B.1.4	13025	Investigations	<u>132,100.00</u>	<u>-</u>	<u>132,100.00</u>
Total, Goal B: Enforcement			<u>\$ 446,800.00</u>	<u>\$ (558,050.00)</u>	<u>\$ (111,250.00)</u>
C. Goal: Indirect Administration					
Strategies:					
C.1.1	13800	Central Administration	\$ -	\$ (155,850.00)	\$ (155,850.00)
C.2.1	13801	Information Resources	153,700.00	(2,600.00)	151,100.00
C.3.1	13802	Other Support Services	65,750.00	(61,000.00)	4,750.00
Total, Goal C: Indirect Administration			<u>\$ 219,450.00</u>	<u>\$ (219,450.00)</u>	<u>\$ -</u>
NET APPROPRIATION ITEM TRANSFERS			<u>\$ 783,000.00</u>	<u>\$ (783,000.00)</u>	<u>\$ -</u>

TEXAS DEPARTMENT OF LICENSING AND REGULATION (452)
SCHEDULE OF VEHICLES PURCHASED
For the Fiscal Year Ended August 31, 2024

<u>Make</u>	<u>Model</u>	<u>Purchase Price</u>	<u>Type of Use</u>	<u>Fuel Efficiency</u>
2023	Dodge Ram 1500 Tradesman	\$ 33,826.85	Passenger Vehicle	20 Avg Mpg

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

For the Fiscal Year Ended August 31, 2024

A. Payroll Related Costs

FICA Employer Matching Contribution	2,634,620.95
Group Health Insurance	3,917,738.63
Retirement	3,079,092.73
Unemployment	12,687.16
Other Employment Expense-surcharge	167,771.16
Payroll Health Insurance Contribution	314,915.51
Additional Payroll Retirement Contribution	167,610.26

Total Payroll Related Costs **\$10,294,436.40**

Workers' Compensation (Indirect)	46,050.46
Benefit Replacement Pay (BRP)	10,781.98

Total Workers' Compensation and BRP **\$56,832.58**

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 **\$10,351,268.98**

TEXAS DEPARTMENT OF LICENSING AND REGULATION (452)
SCHEDULE OF STATE-OWNED VEHICLES USED BY STATE EMPLOYEES
For the Fiscal Year Ended August 31, 2024

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

<u>Name</u>	<u>Job Title</u>
Cesar Briseno III	Enforcement
Jeff Sexton	Enforcement
Paul Sharpe	Compliance
Scott Sharp	Enforcement
Chris Bell	Enforcement
David Ponce	Enforcement
Aaron Louhela	Compliance
Matthew Williams	Compliance
Michael Strawn	Compliance
Richard Bolton	Compliance
David Grijalva	Enforcement
Billy Hord	Compliance
Michelle Taylor	Enforcement
Tony Zimmer	Enforcement
Casey Crocker	Enforcement
Timothy Morales	Compliance
Mike Martyn	Enforcement
Dawn Cooper	Enforcement
Larry Estrada	Hydrologist
Chris Hooyboer	Hydrologist

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.