



TEXAS DEPARTMENT OF **LICENSING & REGULATION**

ANNUAL REPORT OF NONFINANCIAL DATA

for the year ended August 31, 2021

Texas Department of
Licensing & Regulation

Brian Francis
Executive Director



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TEXAS DEPARTMENT OF LICENSING & REGULATION

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December 31, 2021

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, 2021, 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 Brandy Corrales, Director of Financial Services, at (512) 463-3100.

Sincerely,

A handwritten signature in blue ink, appearing to read "Brian Francis", with a long horizontal stroke extending to the right.

Brian Francis
Executive Director

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TEXAS DEPARTMENT OF LICENSING AND REGULATION

SCHEDULE OF SPACE OCCUPIED

For the Fiscal Year Ended August 31, 2021

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	19.45	20,503.54	246,042.50	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	19.45	16,501.70	198,020.45	
	Suite 300E			Offices	6,379	23.0	19.45	10,339.30	124,071.55	
	Suite 105E			Offices	2,233	14.0	21.46	3,993.35	47,920.18	
	Suite 105W - 110W			Offices	5,092	33.0	25.75	10,926.58	131,119.00	
	Suite 200E			Offices	6,659	46.0	25.16	13,961.70	167,540.44	
	Suite 111 112w			Offices	4,821	31.0	25.75	10,345.06	124,140.75	
					48,015	220.0		86,571.24	1,038,854.87	
Austin	2400 W Braker Lane		20219							Lease expires 02/28/2027
	Warehouse			Storage	3,582	1.0	11.52	3,438.72	41,264.64	Warehouse space for motor fuel program and driver safety program equipment
					3,582	1.0		3,438.72	41,264.64	

TEXAS DEPARTMENT OF LICENSING AND REGULATION (452)
SCHEDULE OF PROFESSIONAL/CONSULTING AND LEGAL SERVICE FEES
For the Fiscal Year Ended August 31, 2021

Name	Type of Service Rendered	Amount
Alliance Work Partners	Other Professional Services	12,277.51
Austin Mobile Drug Testing	Medical Services	6,987.25
Christine Dickison	Other Witness Fees	3,150.00
Community Truck Driving School LLC	Educational/Training Services	4,200.00
Convergent Technologies LLC	Consulting Services - Information Technology (Computer)	250.00
Council on Licensure Enforcement and Regulation	Educational/Training Services	1,920.00
Defensive Driving Dot Come	Educational/Training Services	2,050.00
DNA Reference Lab Inc	Medical Services	6,095.04
Fury Fighting Championship LLC	Medical Services	4,500.00
Global Six Sigma USA LP	Educational/Training Services	12,500.00
Globalscope Communications	Consulting Services - Information Technology (Computer)	22,591.82
International Code Council	Educational/Training Services	980.00
Luna Data Solutions Inc	Information Technology Services	240,375.00
Matchroom Boxing USA LLC	Medical Services	3,990.00
McMullen Law Firm	Other Professional Services	575.00
Micropact Global Inc	Information Technology Services	25,696.80
Neubus Inc	Information Technology Services	15,350.66
Prolim Global Corp	Information Technology Services	174,217.00
Red River Consulting Services LLC	Information Technology Services	240,000.00
State Bar of Texas - CLE	Educational/Training Services	695.00
Statewide Procurements	Educational/Training Services	375.00
Texas Comptroller of Public Accounts	Information Technology Services	136.50
Texas Department of Information Resources	Computer Services-Statewide Technology Center	1,068,721.22
Tuan A Nguyen	Educational/Training Services	250.00
Weaver and Tidwell LLP	Financial and Accounting Services	49,640.00
Xtreme Knockout LLC	Medical Services	1,495.00

Total Professional / Consulting Fees **\$ 1,899,018.80**

LEGAL SERVICE FEES

Citibank N A	Legal Services	30.00
Texas Child Support Disbursement Unit TXCSDU	Legal Services	370.00

Total Legal Service Fees **400.00**

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

Agency Name: Texas Department of Licensing & Regulation

Agency #: 452

HUB Report Procurement Categories	Fiscal 2020		Fiscal 2021		Fiscal 2022
	Agency-Specific HUB Goal*	% of Dollars Spent w/HUBs**	Agency-Specific HUB Goal*	% of Dollars Spent w/HUBs**	Agency-Specific HUB Goal*
Heavy construction other than building contracts	N/A	N/A	N/A	N/A	N/A
Building construction, including general contractors and operative builders contracts	N/A	N/A	N/A	N/A	N/A
Special trade construction contracts	N/A	N/A	N/A	N/A	N/A
Professional services contracts	N/A	N/A	N/A	9.24%	N/A
Other services contracts	11.32%	23.12%	23.38%	32.65%	26.00%
Commodities contracts	47.20%	48.16%	47.20%	40.98%	41.00%

* For each of the procurement categories listed, enter your Agency-Specific HUB Goals.

** For each of the procurement categories listed, enter the percentage of dollars the agency spent with HUBs as reflected in the Annual HUB Reports.

Prepared By: Brandy Corrales
 Printed Name: Brandy Corrales
 Phone Number: (512) 463-3100

Approved by: 
 Printed Name: Mike Arismendez
 Phone Number: (512) 463-3170

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TEXAS DEPARTMENT OF LICENSING AND REGULATION (452)
APPROPRIATION ITEM TRANSFER SCHEDULE*
For the Fiscal Year Ended August 31, 2021

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	\$ -	\$	(73,000.00)	\$	(73,000.00)
A.1.2	13023	License Businesses & Facilities	-		-		-
A.1.3	13003	Education and Examinations	1,000.00		-		1,000.00
A.1.4	13008	Customer Service	33,000.00		-		-
Total, Goal A: Licensing			\$ 34,000.00	\$	(73,000.00)	\$	(39,000.00)
B. Goal:	Enforcement						
	Strategies:						
B.1.1	13010	Conduct Inspections	\$ -	\$	-	\$	-
B.1.2	13024	Building Plan Reviews	-		-		-
B.1.3	13009	Resolve Complaints	4,000.00		(46,600.00)		(42,600.00)
B.1.4	13025	Investigations	81,600.00		-		81,600.00
Total, Goal B: Enforcement			\$ 85,600.00	\$	(46,600.00)	\$	39,000.00
C. Goal:	Indirect Administration						
	Strategies:						
C.1.1	13800	Central Administration	\$ -	\$	(20,305.00)	\$	(20,305.00)
C.2.1	13801	Information Resources	20,000.00		-		20,000.00
C.3.1	13802	Other Support Services	305.00		-		305.00
Total, Goal C: Indirect Administration			\$ 20,305.00	\$	(20,305.00)	\$	-
		NET APPROPRIATION ITEM TRANSFERS	\$ 139,905.00	\$	(139,905.00)	\$	-

* This schedule does not include salary increase transfers and benefit replacement pay (BRP) transfers.

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TEXAS DEPARTMENT OF LICENSING AND REGULATION

INDIRECT COST SCHEDULE

For the Fiscal Year Ended August 31, 2021

A. Payroll Related Costs

FICA Employer Matching Contribution	2,431,260.30
Group Health Insurance	3,915,692.73
Retirement	2,800,471.87
Unemployment	10,285.40
Other Employment Expense-surcharge	96,527.52
Payroll Health Insurance Contribution	284,046.98
Additional Payroll Retirement Contribution	148,855.24

Total Payroll Related Costs	9,687,140.04
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Workers' Compensation (Indirect)	36,481.92
Benefit Replacement Pay (BRP)	23,388.79

Total Workers' Compensation and BRP	59,870.71
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B. Indirect Costs

Bond Debt Service Payments	-
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Total Indirect Costs (not reported on operating statements)	-
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C. Indirect Costs - Statewide Full Cost Allocation Plan

Building Depreciation	71,733.00
Equipment Depreciation	-
CPA Administration	166,259.00
CPA Fiscal and ITD	299,042.00
CPA Purchasing & Support (TPASS)	14,291.00
CPA Rebates	(2,591.00)
DPS Capitol Security	86,010.00
TFC Administration	-
TFC Planning and Real Estate Mgmt	476,516.00
GOV Budget and Planning	1,627.00
State Preservation Brd	-
(101) State Senate	940.00
(102) House of Representatives	1,205.00
(103) Legislative Council	843.00
(104) Legislative Budget	6,040.00
(105) Reference Library	776.00
(116) Sunset Advisory Board	1,046.00

Total Indirect Costs - Statewide Full Cost Allocation Plan	1,123,737.00
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TOTAL INDIRECT COSTS	10,870,747.75
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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, 2021

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

<u>Name</u>	<u>Job Title</u>
Adam Foster	Hydrologist
Brian Kelly	Risk Manager
Robyn Finny	Enforcement
Henry Maldonado	Enforcement
Billy Hord	RPM
Tony Zimmer	Enforcement
Martin Garcia	Enforcement
Jarod Crain (Enf)	Enforcement
Chris Bell	Enforcement
Efrain Alejandro	Enforcement
Hector Uresti	Enforcement
Johnathan Rogers	RPM
Jack Phillips	Enforcement
Timothy Morales	RPM
Matthew Williams	RPM
Juan Zarate	RPM
Richard Bolton	RPM
Loren Smith	Fleet Manager

The Hydrologists perform statutorily required inspections of water wells throughout the state. The Directors, Managers, Program Specialists and Purchasers 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 our Operations Warehouse.

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