

**ANNUAL REPORT
OF NONFINANCIAL DATA**



YEAR ENDED AUGUST 31, 2018

UNAUDITED

ANNUAL REPORT
OF NONFINANCIAL DATA

TEXAS REAL ESTATE COMMISSION
Austin, Texas

Year Ended August 31, 2018

DOUGLAS E. OLDMIXON
EXECUTIVE DIRECTOR

UNAUDITED

TEXAS REAL ESTATE COMMISSION (329)

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Douglas E. Oldmixon
Executive Director
(512) 936-3088
douglas.oldmixon@trec.texas.gov

PROTECTING TEXANS' DREAMS

December 31, 2018

Honorable Greg Abbott, Governor
Ursula Parks, Director, Legislative Budget Board
Lisa R. Collier, CPA, First Assistant State Auditor

Dear Governor Abbott, Ms. Parks and Ms. Collier:

We are pleased to submit the Texas Real Estate Commission's *Annual Report of Nonfinancial Data* for the year ended August 31, 2018, in compliance with the TEX. GOV'T CODE ANN, Section 54, §2101.0115 (a) and (b).

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 Melissa Huerta at 512.936.3616.

Sincerely,

A handwritten signature in black ink, appearing to read 'D. Oldmixon', written over a light blue horizontal line.

Douglas E. Oldmixon
Executive Director

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TEXAS REAL ESTATE COMMISSION (329)
SCHEDULE 1 - HUB STRATEGIC PLAN PROGRESS REPORT
 For the Fiscal Year Ended August 31, 2018

(Source: Texas Government Code, Title 10, Subtitle D, Section 2161.124)

Goal = Strategic Plan HUB Goal Actual = % Spent with HUBs from HUB Report	TREC Actual for FY '17	TREC Actual for FY '18	State Goal for FY '19
Heavy Construction other than building contracts	N/A	N/A	11.2%
Building construction, including general contractors and operative building contracts	N/A	N/A	21.1%
Special trade construction contracts	N/A	N/A	32.9%
Professional services contracts	100.00%	100.00 %	23.7%
Other services contracts	12.11%	30.76 %	26.0%
Commodities contracts	73.06%	56.90 %	21.1%

Prepared by: Sandy Jones

Approved by: Priscilla Pipho

Name: Sandy Jones

Printed Name: Priscilla Pipho

Phone Number: 512-936-3589

Phone Number: 512-936-3590

The total overall percentage spent with HUBs in fiscal year 2018 was 43.34%.

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TEXAS REAL ESTATE COMMISSION (329)
SCHEDULE 2 - INDIRECT COSTS
 For the Fiscal Year Ended August 31, 2018

Texas Real Estate Commission

a. Payroll Related Costs

Retirement	547,066.57	
Group Health Insurance	1,279,674.45	
FICA Employer Matching Contribution	\$ 412,614.26	
Unemployment	4,245.39	
Total Payroll Related Costs		\$ 2,243,600.67

Workers' Compensation	13,591.14	
Benefit Replacement Pay (BRP)	8,452.05	
Total Workers' Compensation and BRP		\$ 22,043.19

b. Indirect Costs

(not reported on operation statement)

Bond Debt Service Payments	0.00	
TFC	0.00	
TPFA	0.00	
Other	0.00	
Total Indirect Costs <i>(not reported on operating statement)</i>		\$ 0.00

c. Indirect Costs - Statewide Full Cost Allocation Plan*

(based on FY18 Data)

Building Depreciation	38,360.00	
CPA Fiscal and ITD	17,417.22	
CPA Purchasing & Support (TPASS)	10,720.45	
CPA Rebates	(666.52)	
DPS Capitol Security	18,996.00	
TFC Planning & Real Asset Management	103,655.26	
OOG BPP & Financial Accountability	99.25	
Total Indirect Costs - Statewide Full Cost Allocation Plan		\$ 188,581.66

TOTAL INDIRECT COSTS **\$ 2,454,225.52**

* Allocation based on % of Budgeted FTEs

	FTEs		%
TREC	97.5	TREC	87.7%
TALCB	13.7	TALCB	12.3%
	<u>111.2</u>		<u>100.0%</u>

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Texas Appraiser Licensing & Certification Board

a. Payroll Related Costs	
Retirement	100,974.08
Group Health Insurance	147,998.99
FICA Employer Matching Contribution	\$ 61,514.94
Unemployment	<u>1,035.44</u>
Total Payroll Related Costs	\$ <u>311,523.45</u>
Workers' Compensation	2,066.86
Benefit Replacement Pay (BRP)	<u>0.00</u>
Total Workers' Compensation and BRP	\$ <u>2,066.86</u>
b. Indirect Costs	
<i>(not reported on operation statement)</i>	
Bond Debt Service Payments	0.00
TFC	0.00
TPFA	0.00
Other	<u>0.00</u>
Total Indirect Costs <i>(not reported on operating statement)</i>	\$ <u>0.00</u>
c. Indirect Costs - Statewide Full Cost Allocation Plan*	
(based on FY18 Data)	
Building Depreciation	5,380.00
CPA Fiscal and ITD	2,443.00
CPA Purchasing & Support (TPASS)	1,504.00
CPA Rebates	(93.48)
DPS Capitol Security	2,664.18
TFC Planning & Real Asset Management	14,537.74
OOG BPP & Financial Accountability	13.90
Total Indirect Costs - Statewide Full Cost Allocation Plan	\$ <u>26,449.34</u>
TOTAL INDIRECT COSTS	\$ <u><u>340,039.65</u></u>

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TEXAS REAL ESTATE COMMISSION (329)

SCHEDULE 3 - PROFESSIONAL/CONSULTING FEES AND LEGAL SERVICE FEES

For the Fiscal Year Ended August 31, 2018

Expenditures by the Texas Real Estate Commission (Fund 4055, Fund Type 01) during fiscal year 2018 for professional/consulting fees and legal service fees included the following:

Name	Type of Service Rendered	Amount
Professional/Consulting Fees		
Alice Dendinger Alliance Group	Consultant Service - Other	\$ 1,500.00
Global Knowledge Training LLC	Educational/Training Services	\$ 996.45
Alice Dendinger Alliance Group	Educational/Training Services	\$ (6,640.00)
Progressive Business Executive Education	Educational/Training Services	\$ 199.00
Skillpath Seminars	Educational/Training Services	\$ 311.90
Bryan A Perrotta	Educational/Training Services	\$ 1,253.00
Learn Now	Educational/Training Services	\$ 199.00
Sage Speaking LLC	Educational/Training Services	\$ 1,450.00
Abila Inc	Educational/Training Services	\$ 4,285.00
Coursera Inc	Educational/Training Services	\$ 245.00
The Governor's Center for Management Dev	Educational/Training Services	\$ 625.00
Ryan Vacek - Austin Tex CPR	Educational/Training Services	\$ 660.00
McConnel & Jones	Financial and Accounting Services	\$ 26,070.90
State Auditors Office	Financial and Accounting Services	\$ 8,650.00
Workers Assistance Program	Professional Services	\$ 1,944.70
UT Austin School of Social Work	Professional Services	\$ 1,241.00
Texas Workforce Commission	Professional Services	\$ 1,760.00
Sunset Advisory Commission	Professional Services	\$ 113,391.01
GTS Technology Solutions Inc.	Information Technology Services	\$ 2,856.00
Environmental Intelligence LLC	Information Technology Services	\$ 4,415.45
OES Lancer LLC	Information Technology Services	\$ 11,435.00
Vintage IT Services	Information Technology Services	\$ 22,193.00
Micropact Global Inc.	Information Technology Services	\$ 53,244.55
Neubus Inc	Information Technology Services	\$ 21,140.23
Texas Dept of Information Resources	Computer Services - Statewide Tech Center	\$ 25,501.24
Total Professional/Consulting Fees		\$ 298,927.43
Legal Service Fees		
State Office of Administrative Hearing	Legal Services	\$ 57,000.00
Office of the Attorney General	Legal Services	\$ 87,682.09
Total Legal Service Fees		\$ 144,682.09
Total Professional/Consulting Fees and Legal Service Fees, Fund 4055, Fund Type 01		\$ 443,609.52

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TEXAS REAL ESTATE COMMISSION (329)

SCHEDULE 3 - PROFESSIONAL/CONSULTING FEES AND LEGAL SERVICE FEES

For the Fiscal Year Ended August 31, 2018

Expenditures by the Texas Appraiser Licensing & Certification Board (Fund 4056, Fund Type 15) during fiscal year 2018 for professional/consulting fees and legal service fees included the following:

Name	Type of Service Rendered	Amount
Professional/Consulting Fees		
Appraisal Institute	Educational/Training	\$ 350.00
State Bar of Texas	Educational/Training	\$ 1,015.00
Ryan Vacek	Educational/Training	\$ 120.00
Council on Licensure Enforcement and Regulation	Educational/Training	\$ 545.00
State Auditors Office	Audit Services	\$ 1,350.00
Workers Assistance Program	Professional Services	\$ 245.00
Sunset Advisory Commission	Professional Services	\$ 3,990.99
Pamela Kaye Teel	Professional Services	\$ 75.00
Gregory Edward Stephens	Professional Services	\$ 150.00
Robert F Hetrick	Professional Services	\$ 300.00
Micropact Global Inc.	Information Technology Services	\$ 352.95
Texas Dept of Information Resources	Computer Services - Statewide Tech Center	\$ 2,469.63
	Total Professional/Consulting Fees	\$ <u>10,963.57</u>
Legal Service Fees		
State Office of Administrative Hearing	Legal Services	\$ 18,000.00
Office of the Attorney General	Legal Services	\$ 13,841.24
	Total Legal Service Fees	\$ <u>31,841.24</u>
Total Professional/Consulting Fees and Legal Service Fees, Fund 4056, Fund Type 15		\$ <u><u>42,804.81</u></u>

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SCHEDULE 4 - SCHEDULE OF SPACE OCCUPIED

For the Fiscal Year Ended August 31, 2018

<u>Location</u>	<u>Address</u>	<u>Lessor</u>	<u>Lease No.</u>	<u>Type</u>	<u>Usable Square Feet</u>
Free Space:					
Spring	Investigator's Residence				100
Sherman	Investigator's Residence				100
Pearland	Investigator's Residence				100
San Antonio	Investigator's Residence				100
Sherman	Appraiser's Residence				100
Port Lavaca	Appraiser's Residence				100
Lubbock	Appraiser's Residence				100
Celina	Appraiser's Residence				100
	Total Free Space				<u>800</u>
State-Owned Space:					
Austin	Texas Real Estate Commission 1700 N. Congress, Ste 400-440	Texas Facilities Commission	N/A	Office	19,324
	Total Space Occupied as of August 31, 2018				<u>19,324</u>

The Texas Real Estate Commission and its sub-component, Texas Appraiser Licensing and Certification Board occupy the Stephen F Austin State Office Building (1700 N. Congress Ave., Ste. 400-440). As a self-directed, semi-independent agency, per S.B. 1000, the agency has contracted with the Texas Facilities Commission to lease this space.

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FTE's	Cost Per Sq. Ft.	Semi-Annual Rental	Actual Annual Cost	Comments
				FTEs are not reported based upon the instructions for this schedule retired 1/31/18
				FTEs are not reported based upon the instructions for this schedule
				FTEs are not reported based upon the instructions for this schedule
				FTEs are not reported based upon the instructions for this schedule Resigned 3/2018
				FTEs are not reported based upon the instructions for this schedule Effective 7/14/2017
	\$ 20.00	\$ -	\$ 386,480.00	12 months in FY2018 (Lease Term amended 5/1/17 to 8/31/21)
			\$ -	
		\$ -	\$ 386,480.00	FTEs are not reported based upon the instructions for this schedule