

OPERATING BUDGET

for Fiscal Year 2004

**Submitted to the
Governor's Office of Budget, Planning and Policy
and the Legislative Budget Board**

by

Texas Real Estate Commission

December 1, 2003

Texas Real Estate Commission

Operating Budget for Fiscal Year 2004

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II.A. SUMMARY OF BUDGET BY STRATEGY
 78th Regular Session, Fiscal Year 2004 Operating Budget
 Automated Budget and Evaluation System of Texas (ABEST)

DATE : 11/24/2003
 TIME : 4:18:08PM

Agency code: **329** Agency name: **Real Estate Commission**

Goal/Objective/STRATEGY	EXP 2002	EXP 2003	BUD 2004
1 Determine That TREC Applicants Meet Legal Requirements for Licensure			
1 Evaluate Applicants for Honesty/Integrity/Trustworthiness/Competency			
1 TREC LICENSING	\$1,120,945	\$1,245,974	\$1,099,057
TOTAL, GOAL 1	\$1,120,945	\$1,245,974	\$1,099,057
2 Enforce the TREC Laws and Rules in a Fair and Evenhanded Manner			
1 Resolve Complaints and Hold Hearings Expeditiously			
1 TREC INVESTIGATION	\$1,065,804	\$1,045,821	\$1,274,522
TOTAL, GOAL 2	\$1,065,804	\$1,045,821	\$1,274,522
3 To Communicate Effectively with the Public and Licensees			
1 Notify 100% of Licensees of Law/Rule Chnges w/i 60 Days; Custmr Survey			
1 LICENSEE/CONSUMER EDUCATION	\$702,167	\$586,040	\$567,224
TOTAL, GOAL 3	\$702,167	\$586,040	\$567,224
4 Implement and Enforce TALCA and Standards			
1 Provide Suff Qualified Real Estate Appraisers for Free Commerce			
1 TALCB LICENSING	\$383,751	\$394,945	\$355,496
2 Resolve TALCB Complaints in a Timely Manner			
1 TALCB ENFORCEMENT	\$104,724	\$108,724	\$106,235
TOTAL, GOAL 4	\$488,475	\$503,669	\$461,731
5 Indirect Administration			
1 Indirect Administration			
1 INDIRECT ADMINISTRATION	\$1,444,989	\$1,330,163	\$1,184,376
TOTAL, GOAL 5	\$1,444,989	\$1,330,163	\$1,184,376

II.A. SUMMARY OF BUDGET BY STRATEGY
 78th Regular Session, Fiscal Year 2004 Operating Budget
 Automated Budget and Evaluation System of Texas (ABEST)

DATE : 11/24/2003
 TIME : 4:18:09PM

Agency code: **329** Agency name: **Real Estate Commission**

Goal/Objective/STRATEGY	EXP 2002	EXP 2003	BUD 2004
General Revenue Funds:			
1 GENERAL REVENUE FUND	\$4,526,423	\$4,389,936	\$4,293,282
	\$4,526,423	\$4,389,936	\$4,293,282
General Revenue Dedicated Funds:			
28 APPRAISER REGISTRY ACCT	\$99,250	\$130,950	\$99,000
	\$99,250	\$130,950	\$99,000
Other Funds:			
666 APPROPRIATED RECEIPTS	\$196,370	\$190,564	\$190,628
971 REAL ESTATE RECOVERY FUND	\$307	\$208	\$3,500
988 REAL ESTATE INSPEC TRUST	\$30	\$9	\$500
	\$196,707	\$190,781	\$194,628
TOTAL, METHOD OF FINANCING	\$4,822,380	\$4,711,667	\$4,586,910
FULL TIME EQUIVALENT POSITIONS	88.4	85.5	83.0

II.B. SUMMARY OF BUDGET BY METHOD OF FINANCE
 78th Regular Session, Fiscal Year 2004 Operating Budget
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: **11/24/2003**
 TIME: **4:19:47PM**

Agency code: **329** Agency name: **Real Estate Commission**

METHOD OF FINANCING	EXP 2002	EXP 2003	BUD 2004
<u>GENERAL REVENUE</u>			
1 General Revenue Fund			
<i>REGULAR APPROPRIATIONS</i>			
Regular Appropriations from MOF Table	4,115,203	4,095,613	4,306,596
<i>RIDER APPROPRIATION</i>			
Art. IX, Sec. 10.46 - Contigent Approp for H.B. 695 (2002-03 GAA)	223,000	223,000	0
Art. IX, Sec. 10.40 - Cont Approps S.B. 187 (02-03 GAA) Subscrip Fees	8,506	207,942	0
<i>TRANSFERS</i>			
Art. IX, Sec. 10.12 (02-03 GAA) Salary Increase	110,354	121,315	0
Art. IX, Sec. 10-12 (02-03 GAA) Longevity Increase	31,260	32,560	0
Art. IX, Sec. 6.37 and Sec. 10.23 (02-03 GAA) Reimbur for Workers Comp	68,564	18,338	0
Art. IX, Sec. 10.36 (02-03 GAA) Contingency Rider S.B. 311 Rev Auction	(1,206)	(779)	0
Art. IX, Sec. 6.08 (02-03 GAA) Appropriation transfer to TALCB	0	6,942	0
Art. IX, Sec. 6.08 (02-03 GAA) Approp Transfer from TREC to TALCB	0	(6,942)	0
H.B. 7 (78th Legislature, R.S., 2003) Appropriation Reduction	0	(305,074)	0
Art. IX, Sec. 12.03 Retirement Incentives (04-05 GAA)	0	0	(13,314)
<i>LAPSED APPROPRIATIONS</i>			
Lapsed Appropriations	(21,984)	(10,253)	0
<i>UNEXPENDED BALANCES AUTH</i>			
Art. IX, Sec. 6.17(j) (02-03 GAA) Capital Budget	(7,274)	7,274	0

II.B. SUMMARY OF BUDGET BY METHOD OF FINANCE
 78th Regular Session, Fiscal Year 2004 Operating Budget
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: **11/24/2003**
 TIME: **4:19:47PM**

Agency code: **329** Agency name: **Real Estate Commission**

METHOD OF FINANCING		EXP 2002	EXP 2003	BUD 2004
TOTAL,	General Revenue Fund	\$4,526,423	\$4,389,936	\$4,293,282
TOTAL, ALL	GENERAL REVENUE	\$4,526,423	\$4,389,936	\$4,293,282
<u>GENERAL REVENUE FUND - DEDICATED</u>				
28	GR Dedicated - Appraiser Registry Account No. 028			
	<i>REGULAR APPROPRIATIONS</i>			
	Regular Appropriation from MOF Table	95,700	119,000	99,000
	<i>RIDER APPROPRIATION</i>			
	Art. VIII, Rider 4, Appropriation of Receipts, Registry Fees	3,550	11,950	0
TOTAL,	GR Dedicated - Appraiser Registry Account No. 028	\$99,250	\$130,950	\$99,000
TOTAL, ALL	GENERAL REVENUE FUND - DEDICATED	\$99,250	\$130,950	\$99,000
<u>OTHER FUNDS</u>				
666	Appropriated Receipts			
	<i>REGULAR APPROPRIATIONS</i>			
	Regular Appropriations from MOF Table	188,000	188,000	190,628
	<i>RIDER APPROPRIATION</i>			
	Art. VIII, Rider 2. Approp of Resid Serv Co. Exam Fees (02-03 GAA)	666	(1,475)	0
	Art. IX, Sec. 8.03 - Reimbursements and Payments (02-03 GAA)	7,652	4,039	0
	Art. IX, Sec. 8.04 - Surplus Property (02-03 GAA)	52	0	0

II.B. SUMMARY OF BUDGET BY METHOD OF FINANCE
 78th Regular Session, Fiscal Year 2004 Operating Budget
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: **11/24/2003**
 TIME: **4:19:47PM**

Agency code: **329**

Agency name: **Real Estate Commission**

METHOD OF FINANCING		EXP 2002	EXP 2003	BUD 2004
TOTAL,	Appropriated Receipts	\$196,370	\$190,564	\$190,628
<u>971</u>	Real Estate Recovery Trust Fund			
	<i>REGULAR APPROPRIATIONS</i>			
	Regular Appropriations from MOF Table	3,500	3,500	3,500
	<i>LAPSED APPROPRIATIONS</i>			
	Lapsed Appropriations	(3,193)	(3,292)	0
TOTAL,	Real Estate Recovery Trust Fund	\$307	\$208	\$3,500
<u>988</u>	Real Estate Inspection Trust Fund			
	<i>REGULAR APPROPRIATIONS</i>			
	Regular Appropriation from MOF Table	500	500	500
	<i>LAPSED APPROPRIATIONS</i>			
	Lapsed Appropriations	(470)	(491)	0
TOTAL,	Real Estate Inspection Trust Fund	\$30	\$9	\$500
TOTAL, ALL	OTHER FUNDS	\$196,707	\$190,781	\$194,628
GRAND TOTAL		\$4,822,380	\$4,711,667	\$4,586,910
FULL-TIME-EQUIVALENT POSITIONS		88.4	85.5	83.0

I.I.C. SUMMARY OF BUDGET BY OBJECT OF EXPENSE
78th Regular Session, Fiscal Year 2004 Operating Budget
Automated Budget and Evaluation System of Texas (ABEST)

DATE: **11/24/2003**

TIME: **4:20:11PM**

Agency code: **329**

Agency name: **Real Estate Commission**

OBJECT OF EXPENSE	EXP 2002	EXP 2003	BUD 2004
1001 SALARIES AND WAGES	\$3,147,245	\$3,099,900	\$2,976,497
1002 OTHER PERSONNEL COSTS	\$248,198	\$201,411	\$147,035
2001 PROFESSIONAL FEES AND SERVICES	\$59,804	\$53,519	\$61,720
2003 CONSUMABLE SUPPLIES	\$50,643	\$49,429	\$59,000
2004 UTILITIES	\$54,740	\$41,490	\$41,307
2005 TRAVEL	\$90,043	\$63,485	\$80,350
2006 RENT - BUILDING	\$455,027	\$454,945	\$454,716
2007 RENT - MACHINE AND OTHER	\$6,764	\$20,810	\$28,294
2009 OTHER OPERATING EXPENSE	\$694,231	\$715,859	\$737,991
5000 CAPITAL EXPENDITURES	\$15,685	\$10,819	\$0
Agency Total	\$4,822,380	\$4,711,667	\$4,586,910

II.D. SUMMARY OF OBJECTIVE OUTCOMES
 78th Regular Session, Fiscal Year 2004 Operating Budget
 Automated Budget and Evaluation system of Texas (ABEST)

Date : 11/24/2003

Time: 4:18:48PM

Agency code: 329

Agency name: Real Estate Commission

Goal/ Objective / OUTCOME	Actual 2002	Actual 2003	Projected 2004
1 Determine That TREC Applicants Meet Legal Requirements for Licensure			
1 Evaluate Applicants for Honesty/Integrity/Trustworthiness/Competency			
KEY 1 Percent of Licensees with No Recent Violations	99.80 %	99.70 %	98.00 %
KEY 2 Percent of Licensees Who Renew Online	14.90 %	25.15 %	25.00 %
KEY 3 Percent of New Individual Licenses Issued Online	23.00 %	49.31 %	45.00 %
2 Enforce the TREC Laws and Rules in a Fair and Evenhanded Manner			
1 Resolve Complaints and Hold Hearings Expeditiously			
1 Percent of Complaints Resulting in Disciplinary Action	5.30 %	5.60 %	5.00 %
2 Recidivism Rate for Those Receiving Disciplinary Action	1.45 %	3.65 %	1.50 %
KEY 3 Percent of Documented Complaints Resolved within 6 Months	82.20 %	85.40 %	70.00 %
3 To Communicate Effectively with the Public and Licensees			
1 Notify 100% of Licensees of Law/Rule Chnges w/i 60 Days; Custmr Survey			
1 Percent of Licensees Provided the Act and Rules w/i 60 Days of Adoptn	96.50 %	96.50 %	90.00 %
2 % of Calls Resulting in a Document's Being Produced	4.12 %	2.17 %	1.78 %
3 % of Electronic Contacts Resulting in a Document	100.00 %	100.00 %	100.00 %
4 Implement and Enforce TALCA and Standards			
1 Provide Suff Qualified Real Estate Appraisers for Free Commerce			
KEY 1 Percent of Licensed Appraisers with No Recent Violations	99.70 %	98.80 %	98.00 %
KEY 2 Percent of Licensees Who Renew Online	0.00 %	44.30 %	42.00 %
KEY 3 Percent of New Individual Licenses Issued Online	0.00 %	0.00 %	0.00 %
2 Resolve TALCB Complaints in a Timely Manner			
1 Percent of Complaints Resulting in Disciplinary Action	49.10 %	32.10 %	45.00 %
2 Recidivism Rate for Those Receiving Disciplinary Action	2.07 %	2.14 %	2.30 %
KEY 3 Percent of Documented Complaints Resolved within 6 Months	30.60 %	39.30 %	22.00 %

III.A. STRATEGY LEVEL DETAIL
 78th Regular Session, Fiscal Year 2004 Operating Budget
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 11/24/2003
 TIME: 4:19:22PM

Agency code: **329** Agency name: **Real Estate Commission**

GOAL: 1 Determine That TREC Applicants Meet Legal Requirements for Licensure Statewide Goal/Benchmark: 8 9
 OBJECTIVE: 1 Evaluate Applicants for Honesty/Integrity/Trustworthiness/Competency Service Categories:
 STRATEGY: 1 Review Apps, Perform Criminal Checks, Administer Exams, Issue Licenses Service: 16 Income: A.2 Age: B.3

CODE	DESCRIPTION	EXP 2002	EXP 2003	BUD 2004
Output Measures:				
1	Number of Individuals Examined	39,302.00	31,141.00	25,000.00
2	Number of New Licenses Issued to Individuals	25,098.00	23,381.00	16,000.00
3	Number of Licenses Renewed (Individuals)	59,448.00	62,818.00	58,000.00
Efficiency Measures:				
1	Average Licensing Cost Per Individual License Issued	13.42	14.59	13.42
2	Average Time for Individual License Issuance (Days)	36.00	33.25	37.00
3	Average Time for Individual License Renewal	2.70	2.50	3.50
4	Percentage New Indiv Licences within 10 Days	97.00 %	97.00 %	95.00 %
5	% Indiv License Renewals within 7 Days	100.00 %	99.70 %	97.00 %
Explanatory/Input Measures:				
1	Pass Rate	76.90 %	83.60 %	80.00 %
2	Total Number of Programs/Schools Licensed	157.00	172.00	140.00
3	Total Number of Individuals Licensed	121,060.00	125,071.00	125,000.00
Objects of Expense:				
1001	SALARIES AND WAGES	\$685,224	\$682,081	\$529,362
1002	OTHER PERSONNEL COSTS	\$45,846	\$35,012	\$21,247
2001	PROFESSIONAL FEES AND SERVICES	\$29,687	\$16,037	\$0
2003	CONSUMABLE SUPPLIES	\$9,115	\$8,518	\$9,720
2004	UTILITIES	\$6,553	\$3,827	\$3,560
2005	TRAVEL	\$5,186	\$3,110	\$0
2006	RENT - BUILDING	\$148,943	\$148,943	\$148,943
2007	RENT - MACHINE AND OTHER	\$0	\$8,674	\$13,399
2009	OTHER OPERATING EXPENSE	\$188,351	\$339,772	\$372,826

III.A. STRATEGY LEVEL DETAIL
 78th Regular Session, Fiscal Year 2004 Operating Budget
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 11/24/2003
 TIME: 4:19:23PM

Agency code: **329** Agency name: **Real Estate Commission**

GOAL: 1 Determine That TREC Applicants Meet Legal Requirements for Licensure Statewide Goal/Benchmark: 8 9
 OBJECTIVE: 1 Evaluate Applicants for Honesty/Integrity/Trustworthiness/Competency Service Categories:
 STRATEGY: 1 Review Apps, Perform Criminal Checks, Administer Exams, Issue Licenses Service: 16 Income: A.2 Age: B.3

CODE	DESCRIPTION	EXP 2002	EXP 2003	BUD 2004
5000	CAPITAL EXPENDITURES	\$2,040	\$0	\$0
TOTAL, OBJECT OF EXPENSE		\$1,120,945	\$1,245,974	\$1,099,057
Method of Financing:				
1	GENERAL REVENUE FUND	\$1,117,862	\$1,243,961	\$1,099,057
SUBTOTAL, MOF (GENERAL REVENUE FUNDS)		\$1,117,862	\$1,243,961	\$1,099,057
Method of Financing:				
666	APPROPRIATED RECEIPTS	\$3,083	\$2,013	\$0
SUBTOTAL, MOF (OTHER FUNDS)		\$3,083	\$2,013	\$0
TOTAL, METHOD OF FINANCE :		\$1,120,945	\$1,245,974	\$1,099,057
FULL TIME EQUIVALENT POSITIONS:		22.1	21.4	18.1

III.A. STRATEGY LEVEL DETAIL
 78th Regular Session, Fiscal Year 2004 Operating Budget
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 11/24/2003
 TIME: 4:19:23PM

Agency code: **329** Agency name: **Real Estate Commission**

GOAL: 2 Enforce the TREC Laws and Rules in a Fair and Evenhanded Manner Statewide Goal/Benchmark: 8 7
 OBJECTIVE: 1 Resolve Complaints and Hold Hearings Expeditiously Service Categories:
 STRATEGY: 1 Investigate Complaints and Resolve Valid Complaint Case Service: 16 Income: A.2 Age: B.3

CODE	DESCRIPTION	EXP 2002	EXP 2003	BUD 2004
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Output Measures:

1	Number of Complaints Resolved	3,070.00	3,216.00	2,700.00
2	Number of Administrative Proceedings Conducted	197.00	220.00	150.00

Efficiency Measures:

1	Average Time for Complaint Resolution (Days)	90.00	85.00	110.00
2	Average Cost Per Complaint Resolved	344.00	295.38	400.00

Explanatory/Input Measures:

1	Jurisdictional Complaints Received	3,132.00	3,333.00	2,700.00
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Objects of Expense:

1001	SALARIES AND WAGES	\$818,036	\$820,271	\$989,046
1002	OTHER PERSONNEL COSTS	\$48,042	\$49,992	\$36,737
2001	PROFESSIONAL FEES AND SERVICES	\$223	\$284	\$21,500
2003	CONSUMABLE SUPPLIES	\$5,458	\$6,637	\$7,560
2004	UTILITIES	\$10,018	\$8,302	\$11,997
2005	TRAVEL	\$24,172	\$18,863	\$37,100
2006	RENT - BUILDING	\$100,421	\$100,421	\$100,421
2007	RENT - MACHINE AND OTHER	\$0	\$39	\$0
2009	OTHER OPERATING EXPENSE	\$48,455	\$41,012	\$70,161
5000	CAPITAL EXPENDITURES	\$10,979	\$0	\$0
TOTAL, OBJECT OF EXPENSE		\$1,065,804	\$1,045,821	\$1,274,522

Method of Financing:

1	GENERAL REVENUE FUND	\$1,065,467	\$1,045,604	\$1,265,022
SUBTOTAL, MOF (GENERAL REVENUE FUNDS)		\$1,065,467	\$1,045,604	\$1,265,022

III.A. STRATEGY LEVEL DETAIL
 78th Regular Session, Fiscal Year 2004 Operating Budget
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 11/24/2003
 TIME: 4:19:23PM

Agency code: **329** Agency name: **Real Estate Commission**

GOAL: 2 Enforce the TREC Laws and Rules in a Fair and Evenhanded Manner Statewide Goal/Benchmark: 8 7
 OBJECTIVE: 1 Resolve Complaints and Hold Hearings Expeditiously Service Categories:
 STRATEGY: 1 Investigate Complaints and Resolve Valid Complaint Case Service: 16 Income: A.2 Age: B.3

CODE	DESCRIPTION	EXP 2002	EXP 2003	BUD 2004
Method of Financing:				
666	APPROPRIATED RECEIPTS	\$0	\$0	\$5,500
971	REAL ESTATE RECOVERY FUND	\$307	\$208	\$3,500
988	REAL ESTATE INSPEC TRUST	\$30	\$9	\$500
SUBTOTAL, MOF (OTHER FUNDS)		\$337	\$217	\$9,500
TOTAL, METHOD OF FINANCE :		\$1,065,804	\$1,045,821	\$1,274,522
FULL TIME EQUIVALENT POSITIONS:		22.1	21.8	26.4

III.A. STRATEGY LEVEL DETAIL
 78th Regular Session, Fiscal Year 2004 Operating Budget
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 11/24/2003
 TIME: 4:19:23PM

Agency code: **329** Agency name: **Real Estate Commission**

GOAL: 3 To Communicate Effectively with the Public and Licensees Statewide Goal/Benchmark: 8 0
 OBJECTIVE: 1 Notify 100% of Licensees of Law/Rule Chnges w/i 60 Days; Custmr Survey Service Categories:
 STRATEGY: 1 Prepare and Distribute Information Describing TREC Functions Service: 16 Income: A.2 Age: B.3

CODE	DESCRIPTION	EXP 2002	EXP 2003	BUD 2004
Output Measures:				
1	Number of Calls Received	380,711.00	504,957.00	450,000.00
2	Number of Electronic Contacts Received	12,436,880.00	15,378,766.00	14,000,000.00
Efficiency Measures:				
1	Average Cost Per Call and Electronic Contact Received	0.04	0.03	0.05
Objects of Expense:				
1001	SALARIES AND WAGES	\$473,032	\$462,877	\$486,165
1002	OTHER PERSONNEL COSTS	\$26,566	\$18,127	\$13,128
2001	PROFESSIONAL FEES AND SERVICES	\$2,434	\$2,124	\$0
2003	CONSUMABLE SUPPLIES	\$1,647	\$1,877	\$2,160
2004	UTILITIES	\$7,550	\$5,802	\$5,717
2005	TRAVEL	\$13,972	\$8,975	\$0
2006	RENT - BUILDING	\$12,236	\$12,236	\$12,236
2007	RENT - MACHINE AND OTHER	\$0	\$9	\$0
2009	OTHER OPERATING EXPENSE	\$162,064	\$68,559	\$47,818
5000	CAPITAL EXPENDITURES	\$2,666	\$5,454	\$0
TOTAL, OBJECT OF EXPENSE		\$702,167	\$586,040	\$567,224
Method of Financing:				
1	GENERAL REVENUE FUND	\$516,849	\$399,088	\$387,224
SUBTOTAL, MOF (GENERAL REVENUE FUNDS)		\$516,849	\$399,088	\$387,224
Method of Financing:				
666	APPROPRIATED RECEIPTS	\$185,318	\$186,952	\$180,000
SUBTOTAL, MOF (OTHER FUNDS)		\$185,318	\$186,952	\$180,000

III.A. STRATEGY LEVEL DETAIL
 78th Regular Session, Fiscal Year 2004 Operating Budget
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 11/24/2003
 TIME: 4:19:23PM

Agency code: **329** Agency name: **Real Estate Commission**

GOAL:	3	To Communicate Effectively with the Public and Licensees	Statewide Goal/Benchmark:	8	0
OBJECTIVE:	1	Notify 100% of Licensees of Law/Rule Chnges w/i 60 Days; Custmr Survey	Service Categories:		
STRATEGY:	1	Prepare and Distribute Information Describing TREC Functions	Service:	16	Income: A.2 Age: B.3

CODE	DESCRIPTION	EXP 2002	EXP 2003	BUD 2004
TOTAL, METHOD OF FINANCE :		\$702,167	\$586,040	\$567,224
FULL TIME EQUIVALENT POSITIONS:		15.7	15.6	14.1

III.A. STRATEGY LEVEL DETAIL
 78th Regular Session, Fiscal Year 2004 Operating Budget
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 11/24/2003
 TIME: 4:19:23PM

Agency code: **329** Agency name: **Real Estate Commission**

GOAL: 4 Implement and Enforce TALCA and Standards
 OBJECTIVE: 1 Provide Suff Qualified Real Estate Appraisers for Free Commerce
 STRATEGY: 1 Process Applications; License Applicants

Statewide Goal/Benchmark: 8 9

Service Categories:

Service: 16 Income: A.2 Age: B.3

CODE	DESCRIPTION	EXP 2002	EXP 2003	BUD 2004
Output Measures:				
1	Number of New Licenses and Certifications Issued to Individuals	261.00	296.00	261.00
2	Number of Licenses and Certifications Renewed (Individuals)	1,614.00	2,214.00	1,614.00
3	Number of Individuals Examined	467.00	573.00	545.00
4	Percent of Licensees Who Renew Online	0.00 %	44.30 %	42.00 %
5	Percent of New Individual Licenses Issued Online	0.00 %	0.00 %	0.00 %
Efficiency Measures:				
1	Average Cost Per Exam Administered	4.23	3.70	4.50
2	Average Cost Per Individual License and Certification Issued	77.30	56.29	75.00
3	Percentage New Indiv Licences within 10 Days	86.70 %	87.40 %	86.00 %
4	% Indiv License Renewals within 7 Days	86.60 %	90.50 %	84.50 %
Explanatory/Input Measures:				
1	Total Number of Individuals Licensed	4,336.00	4,444.00	4,410.00
2	Pass Rate	51.10 %	47.90 %	51.00 %
3	Number of Examination Sessions Conducted	334.00	409.00	300.00
Objects of Expense:				
1001	SALARIES AND WAGES	\$164,883	\$164,752	\$154,274
1002	OTHER PERSONNEL COSTS	\$12,658	\$11,188	\$19,513
2001	PROFESSIONAL FEES AND SERVICES	\$3,508	\$120	\$1,120
2003	CONSUMABLE SUPPLIES	\$5,295	\$2,983	\$4,000
2004	UTILITIES	\$4,779	\$3,088	\$1,860
2005	TRAVEL	\$12,639	\$6,967	\$5,450
2006	RENT - BUILDING	\$32,303	\$32,418	\$25,727
2007	RENT - MACHINE AND OTHER	\$5,086	\$5,474	\$5,954
2009	OTHER OPERATING EXPENSE	\$142,600	\$167,955	\$137,598

III.A. STRATEGY LEVEL DETAIL
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DATE: 11/24/2003
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Agency code: **329** Agency name: **Real Estate Commission**

GOAL: 4 Implement and Enforce TALCA and Standards
 OBJECTIVE: 1 Provide Suff Qualified Real Estate Appraisers for Free Commerce
 STRATEGY: 1 Process Applications; License Applicants

Statewide Goal/Benchmark: 8 9

Service Categories:

Service: 16 Income: A.2 Age: B.3

CODE	DESCRIPTION	EXP 2002	EXP 2003	BUD 2004
5000	CAPITAL EXPENDITURES	\$0	\$0	\$0
TOTAL, OBJECT OF EXPENSE		\$383,751	\$394,945	\$355,496
Method of Financing:				
1	GENERAL REVENUE FUND	\$276,660	\$262,396	\$251,368
SUBTOTAL, MOF (GENERAL REVENUE FUNDS)		\$276,660	\$262,396	\$251,368
Method of Financing:				
28	APPRAISER REGISTRY ACCT	\$99,250	\$130,950	\$99,000
SUBTOTAL, MOF (GENERAL REVENUE FUNDS - DEDICATED)		\$99,250	\$130,950	\$99,000
Method of Financing:				
666	APPROPRIATED RECEIPTS	\$7,841	\$1,599	\$5,128
SUBTOTAL, MOF (OTHER FUNDS)		\$7,841	\$1,599	\$5,128
TOTAL, METHOD OF FINANCE :		\$383,751	\$394,945	\$355,496
FULL TIME EQUIVALENT POSITIONS:		4.8	4.8	4.8

III.A. STRATEGY LEVEL DETAIL
 78th Regular Session, Fiscal Year 2004 Operating Budget
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 11/24/2003
 TIME: 4:19:23PM

Agency code: **329** Agency name: **Real Estate Commission**

GOAL: 4 Implement and Enforce TALCA and Standards Statewide Goal/Benchmark: 8 7
 OBJECTIVE: 2 Resolve TALCB Complaints in a Timely Manner Service Categories:
 STRATEGY: 1 Investigate and Resolve Complaints; Impose Penalties As Appropriate Service: 16 Income: A.2 Age: B.3

CODE	DESCRIPTION	EXP 2002	EXP 2003	BUD 2004
Output Measures:				
1	Number of Complaints Resolved	85.00	56.00	50.00
Efficiency Measures:				
1	Average Cost Per Investigation	1,073.00	1,030.00	1,200.00
2	Average Time for Complaint Resolution (Days)	226.00	180.30	260.00
3	Average Cost Per Complaint Resolved	249.30	280.50	305.00
Explanatory/Input Measures:				
1	Jurisdictional Complaints Received	114.00	63.00	120.00
Objects of Expense:				
1001	SALARIES AND WAGES	\$94,368	\$93,808	\$61,414
1002	OTHER PERSONNEL COSTS	\$5,686	\$11,045	\$16,110
2001	PROFESSIONAL FEES AND SERVICES	\$0	\$0	\$13,000
2003	CONSUMABLE SUPPLIES	\$74	\$90	\$1,000
2004	UTILITIES	\$0	\$115	\$0
2005	TRAVEL	\$3,160	\$2,381	\$4,900
2006	RENT - BUILDING	\$0	\$0	\$6,461
2009	OTHER OPERATING EXPENSE	\$1,436	\$1,285	\$3,350
5000	CAPITAL EXPENDITURES	\$0	\$0	\$0
TOTAL, OBJECT OF EXPENSE		\$104,724	\$108,724	\$106,235
Method of Financing:				
1	GENERAL REVENUE FUND	\$104,724	\$108,724	\$106,235
SUBTOTAL, MOF (GENERAL REVENUE FUNDS)		\$104,724	\$108,724	\$106,235

III.A. STRATEGY LEVEL DETAIL
 78th Regular Session, Fiscal Year 2004 Operating Budget
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: 11/24/2003
 TIME: 4:19:23PM

Agency code: **329** Agency name: **Real Estate Commission**

GOAL: 5 Indirect Administration
 OBJECTIVE: 1 Indirect Administration
 STRATEGY: 1 Indirect Administration

Statewide Goal/Benchmark: 8 0

Service Categories:

Service: 09 Income: A.2 Age: B.3

CODE	DESCRIPTION	EXP 2002	EXP 2003	BUD 2004
Objects of Expense:				
1001	SALARIES AND WAGES	\$911,702	\$876,111	\$756,236
1002	OTHER PERSONNEL COSTS	\$109,400	\$76,047	\$40,300
2001	PROFESSIONAL FEES AND SERVICES	\$23,952	\$34,954	\$26,100
2003	CONSUMABLE SUPPLIES	\$29,054	\$29,324	\$34,560
2004	UTILITIES	\$25,840	\$20,356	\$18,173
2005	TRAVEL	\$30,914	\$23,189	\$32,900
2006	RENT - BUILDING	\$161,124	\$160,927	\$160,928
2007	RENT - MACHINE AND OTHER	\$1,678	\$6,614	\$8,941
2009	OTHER OPERATING EXPENSE	\$151,325	\$97,276	\$106,238
5000	CAPITAL EXPENDITURES	\$0	\$5,365	\$0
TOTAL, OBJECT OF EXPENSE		\$1,444,989	\$1,330,163	\$1,184,376
Method of Financing:				
1	GENERAL REVENUE FUND	\$1,444,861	\$1,330,163	\$1,184,376
SUBTOTAL, MOF (GENERAL REVENUE FUNDS)		\$1,444,861	\$1,330,163	\$1,184,376
Method of Financing:				
666	APPROPRIATED RECEIPTS	\$128	\$0	\$0
SUBTOTAL, MOF (OTHER FUNDS)		\$128	\$0	\$0
TOTAL, METHOD OF FINANCE :		\$1,444,989	\$1,330,163	\$1,184,376
FULL TIME EQUIVALENT POSITIONS:		21.5	19.7	17.4

III.A. STRATEGY LEVEL DETAIL
78th Regular Session, Fiscal Year 2004 Operating Budget
Automated Budget and Evaluation System of Texas (ABEST)

DATE: 11/24/2003
TIME: 4:19:23PM

SUMMARY TOTALS:

OBJECTS OF EXPENSE:	\$4,822,380	\$4,711,667	\$4,586,910
METHODS OF FINANCE :	\$4,822,380	\$4,711,667	\$4,586,910
FULL TIME EQUIVALENT POSITIONS:	88.4	85.5	83.0

IV.A. CAPITAL BUDGET PROJECT SCHEDULE
 78th Regular Session, Fiscal Year 2004 Operating Budget
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: **11/24/2003**
 TIME : **4:20:52PM**

Agency code: **329**

Agency name: **Real Estate Commission**

Category Code / Category Name

Project Sequence/Project Id/ Name

OOE / TOF / MOF CODE

EXP 2002

EXP 2003

BUD 2004

5005 Acquisition of Information Resource Technologies

2/2 Computers purchased for TALCB from funds included in Capital Budget rider in 02-03 GAA.

OBJECTS OF EXPENSE

Capital

2009 OTHER OPERATING EXPENSE		\$14,168	\$0	\$0
Capital Subtotal OOE, Project	2	\$14,168	\$0	\$0
Subtotal OOE, Project	2	\$14,168	\$0	\$0

TYPE OF FINANCING

Capital

CA 1 GENERAL REVENUE FUND		\$14,168	\$0	\$0
Capital Subtotal TOF, Project	2	\$14,168	\$0	\$0
Subtotal TOF, Project	2	\$14,168	\$0	\$0
Capital Subtotal, Category	5005	\$14,168	\$0	\$0
Informational Subtotal, Category	5005			
Total, Category 5005		\$14,168	\$0	\$0

5007 Acquisition of Capital Equipment and Items

1/1 Modular furniture required due to downsizing office space. These funds were included as a Capital Budget rider in the 02-03 GAA.

OBJECTS OF EXPENSE

Capital

2009 OTHER OPERATING EXPENSE		\$15,357	\$0	\$0
Capital Subtotal OOE, Project	1	\$15,357	\$0	\$0
Subtotal OOE, Project	1	\$15,357	\$0	\$0

IV.A. CAPITAL BUDGET PROJECT SCHEDULE
 78th Regular Session, Fiscal Year 2004 Operating Budget
 Automated Budget and Evaluation System of Texas (ABEST)

DATE: **11/24/2003**
 TIME : **4:20:52PM**

Agency code: **329**

Agency name: **Real Estate Commission**

Category Code / Category Name

Project Sequence/Project Id/ Name

OOE / TOF / MOF CODE

EXP 2002

EXP 2003

BUD 2004

TYPE OF FINANCING

Capital

CA 1 GENERAL REVENUE FUND

\$15,357

\$0

\$0

Capital Subtotal TOF, Project 1

\$15,357

\$0

\$0

Subtotal TOF, Project 1

\$15,357

\$0

\$0

Capital Subtotal, Category 5007

\$15,357

\$0

\$0

Informational Subtotal, Category 5007

Total, Category 5007

\$15,357

\$0

\$0

AGENCY TOTAL -CAPITAL

\$29,525

\$0

\$0

AGENCY TOTAL -INFORMATIONAL

AGENCY TOTAL

\$29,525

\$0

\$0

METHOD OF FINANCING:

Capital

1 GENERAL REVENUE FUND

\$29,525

\$0

\$0

Total, Method of Financing-Capital

\$29,525

\$0

\$0

Total, Method of Financing

\$29,525

\$0

\$0

TYPE OF FINANCING:

Capital

CA CURRENT APPROPRIATIONS

\$29,525

\$0

\$0

Total, Type of Financing-Capital

\$29,525

\$0

\$0

Total, Type of Financing

\$29,525

\$0

\$0

IV.C. Retirement Incentives Schedule

Agency Code: 329	Agency Name: Texas Real Estate Commission	Prepared By: Karen Alexander	Date: 12/1/03			
Item	2004		2004		2005	
	Actual (effective 8-31-03)		Estimated		Estimated	
	Amount	MOF	Amount	MOF	Amount	MOF
Retirement Incentive Payments (7075):						
TREC	\$7,839	001	\$0		\$0	
TALCB	\$25,445	001	\$0		\$0	
Total Payments	\$33,284		\$0		\$0	
Retirement Incentive Reductions:						
TREC	\$3,136	001	\$0		\$10,975	001
TALCB	\$10,178	001	\$0		\$35,623	001
Total Reductions	\$13,314		\$0		\$46,598	

Combined Payments and Reductions						
TREC	\$10,975	001	\$0		\$10,975	001
TALCB	\$35,623	001	\$0		\$35,623	001
Combined Total	\$46,598		\$0		\$46,598	

Number of Employees Retiring	3*		
Number Rehired	0		

*TREC 1
 *TALCB 2
 *Total 3

IV.D. ESTIMATED REVENUE COLLECTIONS SUPPORTING SCHEDULE

DATE: 11/24/2003

78th Regular Session, Fiscal Year 2004 Operating Budget

TIME: 1:49:43PM

Automated Budget and Evaluation System of Texas (ABEST)

Agency Code: **329**

Agency name: **Real Estate Commission**

FUND/ACCOUNT	Exp 2002	Exp 2003	Bud 2004
1 GENERAL REVENUE FUND			
Beginning Balance (Unencumbered):	\$0	\$0	\$0
Estimated Revenue:			
3103 Limited Sales & Use Tax-State	1,532	2,050	1,600
3105 Discounts for Sales Tax-State	10	13	11
3171 Prof-Fees-HB11, GR Increase	7,153,200	6,891,200	7,000,000
3175 Professional Fees	6,525,584	6,893,575	6,261,475
3752 Sale of Publications/Advertising	28,000	53,011	0
3775 Returned Check Fees	7,200	7,650	5,000
3777 Default Fund - Warrant Voided	517	250	0
3795 Other Misc Government Revenue	10,357	7,963	9,000
Subtotal: Estimated Revenue	13,726,400	13,855,712	13,277,086
Total Available	\$13,726,400	\$13,855,712	\$13,277,086
DEDUCTIONS:			
Expend/Budgeted/Requested	(4,383,603)	(4,235,282)	(4,293,282)
Reverse Auction	(1,206)	(779)	0
Transfer - Employee Benefits	(1,007,796)	(1,041,816)	(1,031,151)
Art. IX, Sec. 10.12 Salary 02-03	(110,354)	(121,315)	0
Art. IX, Sec. 10.12 Longevity 02-03	(31,260)	(32,560)	0
Total, Deductions	\$(5,534,219)	\$(5,431,752)	\$(5,324,433)
Ending Fund/Account Balance	\$8,192,181	\$8,423,960	\$7,952,653

REVENUE ASSUMPTIONS:

CONTACT PERSON:

Alan R. Waters

IV.D. ESTIMATED REVENUE COLLECTIONS SUPPORTING SCHEDULE

DATE: 11/24/2003

78th Regular Session, Fiscal Year 2004 Operating Budget

TIME: 1:49:43PM

Automated Budget and Evaluation System of Texas (ABEST)

Agency Code: **329**

Agency name: **Real Estate Commission**

FUND/ACCOUNT	Exp 2002	Exp 2003	Bud 2004
28 APPRAISER REGISTRY ACCT			
Beginning Balance (Unencumbered):	\$0	\$0	\$0
Estimated Revenue:			
3175 Professional Fees	99,250	130,950	99,000
Subtotal: Estimated Revenue	<u>99,250</u>	<u>130,950</u>	<u>99,000</u>
Total Available	<u>\$99,250</u>	<u>\$130,950</u>	<u>\$99,000</u>
DEDUCTIONS:			
Expended/Budgeted	(99,250)	(130,950)	(99,000)
Total, Deductions	<u>\$(99,250)</u>	<u>\$(130,950)</u>	<u>\$(99,000)</u>
Ending Fund/Account Balance	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

REVENUE ASSUMPTIONS:

CONTACT PERSON:

Alan R. Waters

IV.D. ESTIMATED REVENUE COLLECTIONS SUPPORTING SCHEDULE

DATE: 11/24/2003

78th Regular Session, Fiscal Year 2004 Operating Budget

TIME: 1:49:43PM

Automated Budget and Evaluation System of Texas (ABEST)

Agency Code: **329**

Agency name: **Real Estate Commission**

FUND/ACCOUNT	Exp 2002	Exp 2003	Bud 2004
666 APPROPRIATED RECEIPTS			
Beginning Balance (Unencumbered):	\$0	\$0	\$0
Estimated Revenue:			
3175 Professional Fees	6,166	4,025	5,500
3752 Sale of Publications/Advertising	190,024	186,310	185,128
3754 Other Surplus/Salvage Property	52	0	0
3802 Reimbursements-Third Party	128	229	0
Subtotal: Estimated Revenue	<u>196,370</u>	<u>190,564</u>	<u>190,628</u>
Total Available	<u>\$196,370</u>	<u>\$190,564</u>	<u>\$190,628</u>
DEDUCTIONS:			
Expended/Budgeted	(196,370)	(190,564)	(190,628)
Total, Deductions	<u>\$(196,370)</u>	<u>\$(190,564)</u>	<u>\$(190,628)</u>
Ending Fund/Account Balance	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

REVENUE ASSUMPTIONS:

CONTACT PERSON:

Alan R. Waters

IV.D. ESTIMATED REVENUE COLLECTIONS SUPPORTING SCHEDULE

DATE: 11/24/2003

78th Regular Session, Fiscal Year 2004 Operating Budget

TIME: 1:49:43PM

Automated Budget and Evaluation System of Texas (ABEST)

Agency Code: **329**

Agency name: **Real Estate Commission**

FUND/ACCOUNT	Exp 2002	Exp 2003	Bud 2004
969 REAL ESTATE TRUST ACCOUNT			
Beginning Balance (Unencumbered):	\$0	\$0	\$0
Estimated Revenue:			
3175 Professional Fees	2,266,683	2,317,195	2,181,697
Subtotal: Estimated Revenue	<u>2,266,683</u>	<u>2,317,195</u>	<u>2,181,697</u>
Total Available	<u>\$2,266,683</u>	<u>\$2,317,195</u>	<u>\$2,181,697</u>
DEDUCTIONS:			
7972 Operating Transfer Out	(2,266,683)	(2,317,195)	(2,181,697)
Total, Deductions	<u>\$(2,266,683)</u>	<u>\$(2,317,195)</u>	<u>\$(2,181,697)</u>
Ending Fund/Account Balance	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

REVENUE ASSUMPTIONS:

CONTACT PERSON:

Alan R. Waters

IV.D. ESTIMATED REVENUE COLLECTIONS SUPPORTING SCHEDULE

DATE: 11/24/2003

78th Regular Session, Fiscal Year 2004 Operating Budget

TIME: 1:49:43PM

Automated Budget and Evaluation System of Texas (ABEST)

Agency Code: **329**

Agency name: **Real Estate Commission**

FUND/ACCOUNT	Exp 2002	Exp 2003	Bud 2004
971 REAL ESTATE RECOVERY FUND			
Beginning Balance (Unencumbered):	\$462,897	\$168,592	\$284,727
Estimated Revenue:			
3175 Professional Fees	199,450	214,050	195,000
3714 Judgments	29,040	39,252	25,000
3802 Reimbursements-Third Party	25,794	9,336	25,000
3821 Sale of US Gov Obligations-Short	500,000	0	0
3822 Sale of US Gov Obligations-Long	0	400,000	400,000
3855 Interest on Invest/Obligtn/Security	125,735	104,487	120,000
Subtotal: Estimated Revenue	880,019	767,125	765,000
Total Available	\$1,342,916	\$935,717	\$1,049,727
DEDUCTIONS:			
7237 Payments Direct by Court Order	(307)	(209)	(3,500)
7723 Purch of US Govt - Short Term	(561,111)	(228,925)	(500,000)
7724 Purch of US Govt - Long Term	(612,906)	(421,856)	(200,000)
Total, Deductions	\$(1,174,324)	\$(650,990)	\$(703,500)
Ending Fund/Account Balance	\$168,592	\$284,727	\$346,227

REVENUE ASSUMPTIONS:

CONTACT PERSON:

Alan R. Waters

IV.D. ESTIMATED REVENUE COLLECTIONS SUPPORTING SCHEDULE

DATE: 11/24/2003

78th Regular Session, Fiscal Year 2004 Operating Budget

TIME: 1:49:43PM

Automated Budget and Evaluation System of Texas (ABEST)

Agency Code: **329**

Agency name: **Real Estate Commission**

FUND/ACCOUNT	Exp 2002	Exp 2003	Bud 2004
988 REAL ESTATE INSPEC TRUST			
Beginning Balance (Unencumbered):	\$645,829	\$646,527	\$639,500
Estimated Revenue:			
3175 Professional Fees	46,950	36,100	35,000
3714 Judgments	0	4,578	0
3802 Reimbursements-Third Party	0	332	0
3851 Interest on St Deposits & Treas Inv	21,731	12,999	18,000
Subtotal: Estimated Revenue	68,681	54,009	53,000
Total Available	\$714,510	\$700,536	\$692,500
DEDUCTIONS:			
Expended/Budgeted	(31)	(9)	(500)
7237 Payments Directed by Court Ord	(15,000)	(7,500)	(15,000)
7972 Transfers to General Revenue	(52,952)	(53,527)	(37,500)
Total, Deductions	\$(67,983)	\$(61,036)	\$(53,000)
Ending Fund/Account Balance	\$646,527	\$639,500	\$639,500

REVENUE ASSUMPTIONS:

CONTACT PERSON:

Alan R. Waters