

FINANCE & GOVERNMENT RELATIONS

AGENDA

TEXAS HISTORICAL COMMISSION

AGENDA FINANCE & GOVERNMENT RELATIONS COMMITTEE

DoubleTree Suites by Hilton Hotel
Bluebonnet Room
303 W. 15th. Street
Austin, TX 78701
October 28, 2021
2:30 p.m.

(or upon the adjournment of the 1 p.m. preceding Historic Sites Committee, whichever occurs later)

This meeting of the THC Finance & Government Relations committee has been properly posted with the Secretary of State's Office according to the provisions of the Texas Open Meetings Act, Chapter 551, Texas Government Code. The members may discuss and/or take action on any of the items listed in the agenda.

1. **Call to Order** – *Chairman Crain*
 - A. Committee member introductions
 - B. Establish quorum
 - C. Recognize and/or excuse absences
2. **Consider approval of the July 26, 2021 Finance and Government Relations Committee meeting minutes**
3. **Consider approval of contract amendments** (item 7.7) – *Miller*
 - A. Contract 808-18-1821 (extend contract term) with Whitehawk Engineering for professional services at Eisenhower Birthplace SHS
 - B. Contract 808-21-201548 (increase in amount) with Freese & Nichols for professional services at the Landmark Inn SHS
 - C. Contract # 808-20-R201162 (increase in amount) with Design and Production Inc. for professional services at the Star of the Republic and Washington-on-the-Brazos SHS Museums
 - D. Contract 808-18-0633 (extend contract term) with McConnell & Jones, LLP for internal audit services
4. **Consider acceptance of donations** (item 7.9)
5. **Financial dashboard review** – *Miller*
6. **Legislative Report** – *Aldredge*
7. **Adjournment**

NOTICE OF ASSISTANCE AT PUBLIC MEETINGS: Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services such as interpreters for persons who are deaf or hearing impaired, readers, large print or Braille, are requested to contact esther.brickley@thc.texas.gov at least four (4) business days prior to the meeting so that appropriate arrangements can be made.

MINUTES

TEXAS HISTORICAL COMMISSION

MINUTES FINANCE & GOVERNMENT RELATIONS COMMITTEE

Capitol Extension
Room E1.030
1400 N. Congress Ave.
Austin, TX 78701
July 26, 2021
12:45 p.m.

Note: For the full text of action items, please contact the Texas Historical Commission at P.O. Box 12276, Austin, TX 78711 or call 512-463-6100.

1. Call to Order – *Chairman Crain*

The meeting of the Texas Historical Commission (THC) Finance and Government Relations Committee was called to order by Chairman John Crain at 2:26 p.m. on July 26, 2021. He announced the meeting had been posted with the Secretary of State's Office according to the provisions of the Texas Open Meetings Act, Chapter 551, Texas Government Code.

A. Committee member introductions

Committee members present included:

Committee Chair John Crain

Chairman John Nau

Commissioner Garrett Donnelly

Commissioner Renee Dutia

Commissioner David Gravelle

Commissioner Catherine McKnight

Commissioner Daisy White

B. Establish quorum

Committee Chairman Crain reported a quorum was present and declared the meeting open.

C. Recognize and/or excuse absences

No absences were reported.

2. Consider approval of the April 26, 2021 Finance and Government Relations Committee meeting minutes

Commissioner Daisy White moved to approve the minutes from the April 26, 2021 committee meeting.

Commissioner David Gravelle seconded, and the committee voted unanimously to approve the minutes of the April 26, 2021 Finance and Government Relations committee meeting.

3. Consider approval to amend contract 808-19-01750 with B-Sign dba Eagle Sign and Design for historical marker fabrication services (1-year renewal/extension- item 7.5) – *Miller*

Alvin Miller, Deputy Executive Director of Administration reported the contract with B-Sign dba Eagle Sign and Design was for historical marker fabrication services for the Texas Historical Commission (THC). The initial term of the contract ended September 30, 2020. In June 2020, THC approved renewal of a one-year increment which ends September 30, 2021. THC has the option to renew a total of four years beyond the initial contract period, in on-year increments.

Commissioner John Crain moved that the committee send forward to the commission the recommendation to approve renewal option #2 of 4 on contract 808-19-01750 with B-Sign dba Eagle Sign and Design for one year. Commissioner Daisy White seconded, and the committee voted unanimously in favor of the motion.

4. Consider acceptance of donations (item 7.6) - none

Miller reported there were no donations for this quarter.

5. Consider approval of annual operating budget for FY 2022 (item 13.2) – *Miller/Engel*

Miller reported the commission submitted its fiscal year operating budget based on the 87th Legislative appropriations. He referred the commission to the detailed list of budget items in the commission packet. Commissioner John Crain moved that the committee send forward to the commission the recommendation to approve the THC Fiscal Year 2022 Operating Budget. Commissioner Garrett Donnelly seconded, and the committee voted unanimously in favor of the motion.

6. Financial dashboard review – *Miller*

Miller reported the expenditures for the quarter were as forecast, and noted that 2.6 million of the Sporting Goods Sales Tax would be moved over into the FY 2022 budget.

7. Legislative Report – *Aldredge*

Vaughn Aldredge, THC Government Relations Specialist reminded the commission of the list of bills that was provided by THC Executive Director Mark Wolfe and stated that, of the six items, all but one made it to the Governor's desk. He explained that a more detailed report would be given at the full commission meeting on July 27, 2021.

8. Adjournment

The committee adjourned at 2:45 p.m.

TAB 3

TEXAS HISTORICAL COMMISSION

Item 7.7.A
Texas Historical Commission
Quarterly Meeting
October 28-29, 2021

**Consider approval of contract amendment with White Hawk Engineering & Design, LLC
for professional services for the Eisenhower Birthplace State Historic Site**

Background

Government Code §2155.088 requires the governing board of a state agency to approve by vote in an open meeting any material change to a contract for goods or services, regardless of the dollar amount of the contract. The government code defines a material change as an extension of the completion date of a contract for six or more months or a change in the amount of the contract by at least ten percent.

The THC hired White Hawk Engineering to provide surveying services and act as a liaison to the City of Denison in conjunction with the City's offer to transfer ownership of the city streets that are located within the historic site to the THC. In January 2018, the Commission approved the acceptance of this property transfer.

Multiple staffing changes at the City of Denison, including the city manager position and key staff in the Planning and Zoning Department, have dramatically prolonged and complicated the completion of White Hawk's services. Based on recent discussions with city staff, White Hawk is requesting additional fees of \$8,895 and a contract time extension of 12 months to allow them to complete their contracted services.

Vendor/Contract Number	Date Executed	Original Contract Term	Original Contract Amount	Proposed Amendment
White Hawk Engineering & Design, LLC, Contract #808-18-1821	8/21/2019	Original term: 2/28/20 Current term: 12/31/21 Amendment: extend term to 12/31/22	Original contract: \$36,366 Current: \$36,366 Amendment: increase to \$45,261	Amendment requested: Extend contract term and increase fees to allow for provision of full contracted services.

Recommended motion (Committee): Move that the committee send forward to the Commission and recommend the amendment of contract #808-18-1821 with White Hawk Engineering to increase the contract amount to \$45,261 and extend the term to December 31, 2022.

Recommended motion (Commission): Move to approve the amendment of contract #808-18-1821 with White Hawk Engineering by increasing the contract amount to \$45,261 and extending the term to December 31, 2022.

TEXAS HISTORICAL COMMISSION

Item 7.7B
Texas Historical Commission
Quarterly Meeting
October 28-29, 2021

Consider approval of contract amendment with Freese & Nichols, Inc. for professional services for the Landmark Inn State Historic Site

Background

Government Code §2155.088 requires the governing board of a state agency to approve by vote in an open meeting any material change to a contract for goods or services, regardless of the dollar amount of the contract. The government code defines a material change as an extension of the completion date of a contract for six or more months or a change in the amount of the contract by at least ten percent.

We issued an RFQ for professional services to conduct an assessment and provide a preliminary repair design for the historic dam at Landmark Inn SHS. Freese & Nichols, Inc. was selected for the project, and recently completed the assessment phase. We have chosen a treatment approach from among the options presented in their engineering report and wish to amend their contract to provide fees for the remainder of the professional services described in the RFQ.

Vendor/Contract Number	Date Executed	Original Contract	Proposed Amendment
Freese & Nichols, Inc. Contract #808-21-201548	1/8/2021	Original term: 1/7/25 Original amount: \$159,409 Amendment: Increase contract sum up to \$360,000.	Amendment requested: Increase contract amount for added professional services.

Recommended motion (Committee): Move that the committee send forward to the Commission and recommend the approval of the amendment to contract #808-21-201548 with Freese & Nichols, Inc. for up to \$360,000.

Recommended motion (Commission): Move to approve the amendment to contract #808-21-201548 with Freese & Nichols, Inc. for up to \$360,000.

TEXAS HISTORICAL COMMISSION

Item 7.7C
Texas Historical Commission
Quarterly Meeting
October 28-29, 2021

Consider approval of contract amendment with Design and Production Incorporated for comprehensive museum design, exhibit, interpretive panel and element design, fabrication, and installation for the Star of the Republic Museum at Washington-on-the Brazos State Historic Site

Background

Government Code §2155.088 requires the governing board of a state agency to approve by vote in an open meeting any material change to a contract for goods or services, regardless of the dollar amount of the contract. The government code defines a material change as an extension of the completion date of a contract for six or more months or a change in the amount of the contract by at least ten percent. This section of the government code applies to contracts executed on or after June 14, 2013.

The contract was executed on October 2, 2020, with a fee amount of \$7,600,000.00. An amendment approved the amount of \$400,000.00 was made by the THC Executive Director and Deputy Executive Director of Historic Sites, Deputy Executive Director for Administration, and the Agency CFO on August 23, 2021, to restore the project to its full legislatively allocated amount, following legislative budget cuts previously mandated.

A contract amendment is needed with Design and Production Incorporated for an additional \$3,000,000.00 to complete the comprehensive museum design, exhibit, interpretive panel and element design, fabrication, and installation for the Star of the Republic Museum including additional necessary interior architectural repair and reconfiguration, and repairs and improvements to the museums HVAC system to meet museum standards.

Vendor/Contract Number	Date Executed	Contract Amount	Proposed Amendment
Design and Production Incorporated Contract # 808-20-R201162	10/2/2020 amended 8/23/2021	Original amount: \$7,600,000 Current amount: \$8,000,000 Amendment: Increase contract to \$11,000,000	Amendment requested: increase contract amount for additional professional services to \$11,000,000.

Recommended motion (Committee): Move that the committee send forward to the Commission and recommend the approval of the amendment of contract #808-20-R201162 with Design and Production Incorporated by increasing the contract to \$11,000,000.

Recommended motion (Commission): Move to approve the amendment of contract #808-20-R201162 with Design and Production Incorporated to increase the contract to \$11,000,000.

TEXAS HISTORICAL COMMISSION

Item 7.7D
Texas Historical Commission
Quarterly Meeting
October 28-29, 2021

**Consider approval to amend contract with McConnell & Jones, LLP
for internal audit services**

Background

Government Code §2155.088 requires the governing board of a state agency to approve by vote in an open meeting any material change to a contract for goods or services, regardless of the dollar amount of the contract. The government code defines a material change as an extension of the completion date of a contract for six or more months or a change in the amount of the contract by at least ten percent.

The contract with McConnell and Jones, LLP is for internal audit services for the Texas Historical Commission. The renewal term of the contract ends October 31, 2021. Amendment #4 in 2020 increased the original contract by \$10,414 for the review of the Historic Sites Division’s retail operations and added an additional 1-year renewal term but did not increase the contract for this final renewal period. An amendment to the agreement between THC and McConnell and Jones, LLP is needed for the final renewal period and to increase the contract amount for this final renewal period.

Vendor/Contract Number	Date Executed	Original Contract	Proposed Amendment
McConnell & Jones, LLP. Contract #808-18-0633	11/28/2017	Original amount: \$102,992 Current Amount: \$113,406 Amendment: \$25,748 Extend and renew the contract through October 31, 2022	Amendment requested: Renew and increase the contract by \$25,748 to \$139,154 and to extend the contract for the final one-year extension.

Recommended motion (Committee): Move that the committee send forward to the Commission and recommend approval of the amendment to contract #808-18-0633 with McConnell & Jones, LLP to renew the contract for the final one-year extension and increase it by \$25,748.

Recommended motion (Commission): Move to approve the amendment of contract #808-18-0633 with McConnell & Jones, LLP to renew the contract for the final one-year extension and to increase the contract amount by \$25,748.

TAB 4

TEXAS HISTORICAL COMMISSION

Item 7.9
Texas Historical Commission
Quarterly Meeting
October 28-29, 2021

Approval of Donations
Fourth Quarter of SFY 2021 (June 2021 – Aug 2021)

Background

This is a standing item to accept donations made directly to the agency as well as transfers from the Friends of the Texas Historical Commission

Suggested Committee Motion

Move to approve donations to the Commission in the amount of \$600 from the Fandangle Association for the use of the Longhorns from Fort Griffin State Historic Site, as well as any reimbursements and gifts-in-kind from the Friends of the Texas Historical Commission.

Full Commission:

Consent Item

Agency Donations

<u>Donor</u>	<u>Division/Project</u>	<u>Amount</u>
Fandangle Association	HSD-Fort Griffin SHS/Longhorns	\$600.00

Friends of THC Reimbursements

<u>Purpose</u>	<u>Division/Project</u>	<u>Amount</u>
No reimbursements to report this quarter.		

Friends of THC Gifts-in-Kind

<u>Item</u>	<u>Division/Project</u>	<u>Amount</u>
No Friends of the THC Gifts-in-Kind		

TAB 5

DASHBOARD

TEXAS HISTORICAL COMMISSION - FINANCIAL DASHBOARD

FISCAL YEAR 2021

Year to date as of August 31, 2021

The information contained in this report is for State Fiscal Year 2021, which began on September 1, 2020. This report contains the revenues and expenditures that were processed during the fourth quarter of fiscal year 2021 through August 31, 2021.

AGENCY FUNDING - FY 2021

Sources of funding	Estimated Appropriations and Revenue	Actual Appropriations and Revenue	% Budget Received	Explanations
General Revenue	\$ 10,261,721.00	\$ 10,261,721.00	100%	Reduced GR for 5% reduction of \$491,282 for 2021 GR. Reductions were made to the following: Architecture (\$8,939); Archeology (\$14,064); History Programs (\$28,054); Courthouse (\$38,395); Community Heritage (\$53,794); Historic Sites GR (\$133,819); Heritage Trails (\$50,000); Administration (\$100,916); CAPPs (\$30,000); and Holocaust & Genocide Comm (\$33,301)
General Revenue (UB)	10,732,861.16	10,732,861.16	100%	Unexpended General Revenue from FY 2020. Star of the Republic Museum (\$7,600,000), Texas Holocaust and Genocide Commission (\$150,480.35), Caddo Mounds Visitors Center (\$2,011,235), Courthouse Grants GR (\$35,710.88), Computer Refresh (\$2,423), and THC operations (\$933,011.93).
Sporting Goods Sales Tax	11,561,818.00	11,561,818.00	100%	Tax revenue transferred from Comptroller on the first of each month. Reduced for the 5% reduction of \$471,182. The agency receives \$1,002,750/month from the Comptroller's Office.
Sporting Goods Sales Tax (Additional)	3,150,000.00	3,150,000.00	100%	Revised tax revenue transferred from Comptroller on the first of each month due to updated BRE. The agency received \$450,000/month for the final 7 months of FY2021. \$125,000 was transferred to Caddo Mounds Capital budget and \$400,000 was transferred to Star of the Republic Capital Budget to replace 5% reduction.
Sporting Goods Sales Tax (UB)	397,210.24	397,210.24	100%	Unexpended Sporting Goods Sales Tax from FY 2020.
Gate Fees Appropriated	601,850.00	429,182.70	71%	GAA Gate Fees Appropriated for the 86th Legislative Session were \$326,850, and additional fees as estimated during House Bill 1422, 86th Legislative Session were \$275,000 for new sites.
Preservation Trust Fund	-	-		The Preservation Trust Fund was reduced in Fiscal 2021 as part of the mandated 5% reduction (\$248,625)
Federal Funds	1,123,986.00	77,390.51	7%	THC submitted the Federal Application on 4/30. In August the agency was still awaiting approval by NPS of the 2021 application. Future draws will be initiated upon approval of funding. Approval of the Agency application was received in September 2021.
Federal Funds - National Park Services (HIM Funds)	1,809,559.00	1,056,054.48	58%	Current budgeted amounts include amounts for salaries, other operating expenses and grants.
Historic Sites Bond Fund 7636 (UB)	71,967.50	71,967.50	100%	Unexpended balance of bond fund 7363 for Historic Sites projects
Economic Stabilization Fund (UB)	4,990,813.77	4,990,813.77	100%	Courthouse Grants (\$3,465,045.89), HSD Deferred Maintenance (\$1,482,217.68), Mission Dolores (\$43,550.20)
Appropriated Receipts				
Markers & Cemeteries	366,363.00	186,033.12	51%	Cost Recovery program - Fees from marker sponsors pay for marker costs. Markers paid through August total \$166,726. The actual Tax Credit Review Fees exceed the estimated amount by \$451,020.41. The Commission is only appropriated the first \$97,000 collected for review fees and anything over that amount is swept by the Comptroller's Office to the General Fund. The total actual collected is just a reference figure to understand the popularity of this program.
Tax Credit Review Fees	97,000.00	548,020.41	565%	
Main Street Dues	80,000.00	82,285.00	103%	
Gift Shop Sales	151,318.00	279,101.75	184%	The gift shop sales actual receipts are exceeding the estimated due to the new sites transferred from Parks and Wildlife. There was no collected budget transferred with these sites for the operation of the museum stores, only gates fee estimates were transferred.
Cattle Sales & Grazing Lease	14,200.00	28,936.74	204%	The Cattle and Grazing lease actual receipts are exceeding the estimated due to the incorporation of the herd from San Angelo State Park in 2019 creating a larger herd at Ft. Griffin. Because Ft. Griffin now maintains the entire herd for the State there are more animals available for auction each year to maintain the health of the herd and all sales are processed by them.
Employee Housing	30,081.44	30,081.44	100%	
Specialty License Plates	3,791.10	3,405.25	90%	Original budget was \$2,900 - increased by \$891.10 for Juneteenth license plate UB
All Other Appropriated Receipts	12,955.36	105,302.21	813%	Donations, Surplus Property sales of \$10,589.29, Copies total \$654; Land Easement of \$13,000; National Museum of the Pacific War Administrative fees \$45,231.88, and other rental of \$26,000 for contract between TPWD and San Jacinto Battleground. UB of \$28,500 from 2020 was returned to Bee Development Corp in June 2021 and reduced from the budget. Estimated collected also includes the \$2,366.07 remaining in 2020 from the sale of surplus vehicles that was UB'd to 2021 for additional vehicle purchases.
Interagency Contracts				
TxDOT Section 106 Contract	162,073.85	158,795.32	98%	The THC has requested and received reimbursement for Q1, Q2 & Q3 expenses from TxDOT. Q4 will be billed for in October.
Total Funding	\$ 45,619,569.42	\$ 44,150,980.60		



TEXAS HISTORICAL COMMISSION - FINANCIAL DASHBOARD

FISCAL YEAR 2021

Year to date as of August 31, 2021

BUDGET AND EXPENDITURES BY DIVISION - FY 2021							
Division	Total Budgeted	Total Expended	% Budget Expended	Target	Total Obligations	Remaining Budget %	Explanation
Administration	\$ 2,080,456.22	\$ 1,896,597.32	91.2%	95.0%	\$ 143,388.71	1.9%	Administration includes \$98,210 (after 5% reduction of \$30,000) for implementation of CAPPs HR/Payroll. Budget includes estimated UB from 2020 of \$73,087.49 and has been reduced for the mandated 5% by \$130,916 (this includes the \$30,000 reduction for CAPPs)
Archeology	1,393,593.30	1,304,123.88	93.6%	95.0%	14,915.86	5.3%	Budget was increased by \$32,445.30 UB from 2020 and reduced by \$14,064 for the mandated 5% reduction
Architecture	2,858,367.07	2,036,097.76	71.2%	75.0%	718,375.19	3.6%	Budget was increased by \$21,573.37 UB from 2020 for operations and reduced by \$8,939 for the mandated 5% reduction. Total obligations include \$460,286.90 for the National Park Service Hurricane Harvey Emergency Historic Preservation Fund grants and \$247,870.25 for professional services contracts awarded as part of these funds.
Community Heritage Development	1,794,224.18	1,411,692.11	78.7%	80.0%	202,672.36	10.0%	Budget includes estimated UB from 2020 of \$37,185.02. Budget was reduced by \$53,794 for the mandated 5% reduction. Budget also includes \$165,727 for the required 10% pass-through of Federal Funds for CLG grants not in CAPPs, this amount is also included in the total obligations.
Courthouse	4,055,748.04	538,017.83	13.3%	15.0%	3,343,981.48	4.3%	Budget includes UB from 2020 for grants in the amount of \$3,500,756.77 and operations in the amount of \$11,093.27. Budget was reduced by \$38,395 for mandated 5% reduction. Obligations include \$3,340,863 for grants awarded.
Historic Sites	29,185,974.24	14,442,769.57	49.5%	55.0%	11,610,631.25	10.7%	Budget includes UB from 2020 for bond fund 7636 in the amount of \$71,967.50 for completion of approved projects. Total budgeted includes \$3,150,000 for additional Sporting Goods Sales Tax appropriated from revised BRE. Total obligations includes \$125,000 for Caddo Capital Project and \$400,000 for Star of the Republic Capital Project transferred from the additional Sporting Goods Sales Tax receipts and estimated final payment to the Admiral Nimitz Foundation of \$37,591.65.
History Programs	3,204,480.53	2,386,401.83	74.5%	80.0%	328,115.37	15.3%	Budget includes \$666,014 related to the Texas Holocaust and Genocide Commission which has been reduced by the 5% reduction in the amount of \$33,301. Budget also includes UB from 2020 for the Texas Holocaust and Genocide Commission in the amount of \$150,480.35. Budget also includes UB from 2020 to 2021 for the Juneteenth Specialty plate in the amount of \$891.10. Total obligations includes \$249,222 for grants awarded by the Texas Holocaust & Genocide Commission at their August meeting.
Preservation Trust Fund	-	-	0.0%	0.0%	-	0.0%	Texas Preservation Trust Fund is reduced as part of the mandated 5% reduction for fiscal 2021.
Texas Heritage Trails	1,046,725.84	1,026,623.22	98.1%	99.0%	16,300.00	0.4%	Budget includes UB from 2020 in the amount of \$71,811.41. Total obligations and expenditures include \$815,000 for grants to the Texas Heritage Trails Regions.
Total Budget and Expenditures	\$ 45,619,569.42	\$ 25,042,323.52	54.9%	60.0%	\$ 16,378,380.22	9.2%	

BUDGET AND EXPENDITURES BY CATEGORY - FY 2021							
THC Budget Categories	Total Budgeted	Total Expended	% Budget Expended	Target	Total Obligations	Remaining Budget %	Explanation
Salaries and Wages	\$ 15,831,415.95	\$ 15,433,873.48	97.5%	100.0%	\$ -	2.5%	
Other Personnel Costs	657,019.30	633,515.43	96.4%	100.0%	-	3.6%	
Travel In-State	340,183.53	78,548.07	23.1%	90.0%	-	76.9%	In a typical year the agency would normally be around 90% of their budget as of August. Travel in 2021 did not start until after May on a more regular basis.
Travel Out-of-State	48,056.00	73.00	0.2%	90.0%	-	99.8%	In a typical year the agency would normally be around 90% of their budget as of August. Travel in 2021 did not start until after May on a more regular basis.
Fuel	94,365.00	91,737.18	97.2%	99.0%	159.16	2.6%	
Contracted Services	752,472.90	393,301.82	52.3%	55.0%	163,310.72	26.0%	Budget consists of miscellaneous services at historic sites for janitorial services and agency advertising services, website development, and other miscellaneous services not classified as professional services. Additional funding in this category is reserved for payment to the Admiral Nimitz Foundation to procure curatorial services, and funding for special projects. Total obligation includes estimated final payment for 2021 to the Admiral Nimitz Foundation in the amount of \$37,591.65.
Printing and Reproduction	265,629.15	234,289.09	88.2%	90.0%	6,883.66	9.2%	
Consumable Supplies	297,921.00	327,794.16	110.0%	100.0%	15,960.47	-15.4%	Budget corrections will be made between budget categories by 10/31/2021.
Utilities	1,114,901.25	1,077,996.77	96.7%	95.0%	40,445.26	-0.3%	Budget corrections will be made between budget categories by 10/31/2021. Typically lags goal due to the delay time between bill receipt and payment.
Rent	423,914.00	371,743.56	87.7%	90.0%	19,456.63	7.7%	
Other Expenditures	750,337.43	244,078.64	32.5%	40.0%	3,545.07	67.0%	Items in this category include memberships, registrations, website maintenance, miscellaneous fees, settlements, awards, books, reference materials, insurance premiums and deductibles, staff training services, delivery services, and promotional items.
Giftshop Merchandise	222,912.00	255,492.13	114.6%	90.0%	40,809.09	-32.9%	Historic Sites implemented a new centralized retail process to facilitate planning and approval of historic sites' retail merchandise. Future retail purchases will occur on a quarterly basis. Budget corrections will be made for additional receipts by 10/31/2021.
Historical Markers	366,293.00	167,450.00	45.7%	90.0%	2,976.00	53.5%	Historical marker budget has been adjusted to reflect actual markers paid for during the fiscal year.
Computers and Furniture	919,928.24	849,539.94	92.3%	95.0%	80,403.31	-1.1%	Budget corrections will be made between budget categories by 10/31/2021.
Repairs and Maintenance	1,599,691.95	955,124.87	59.7%	60.0%	550,397.41	5.9%	Budget primarily consists of funding for deferred maintenance projects at Austin Capitol Complex buildings and Historic Sites.
Operating Total	23,685,040.70	21,114,558.14	89.1%	95.0%	924,346.78	7.0%	
Professional Services	1,516,367.94	698,556.36	46.1%	50.0%	740,930.45	5.1%	Budget primarily consists of funding for Historic Sites projects (design at Levi Jordan, Caddo Mounds, and miscellaneous HSD projects). Other significant projects include the Division of Architecture Easement Monitoring project and Information Technology related projects.
Grants	5,802,690.22	1,472,439.20	25.4%	25.0%	4,285,076.40	0.8%	Grants include Texas Heritage Trails, Courthouse Preservation Program, Certified Local Governments, Preservation Trust Fund, Texas Holocaust & Genocide Commission, and Hurricane Harvey Emergency Supplemental Preservation Fund programs. Reduced budget for grant by the 5% reduction for Preservation Trust Fund (\$248,625).
Capital	14,064,570.56	1,205,893.24	8.6%	10.0%	10,428,026.59	17.3%	Projects budgeted in this category include Capitol Complex and Historic Sites Deferred Maintenance Projects, the Caddo Mounds Visitor Center, the Levi Jordan Visitor Center Complex, Mission Dolores Exhibits, Nimitz Museum renovations, exhibit development at the Star of the Republic Museum, and agency vehicle replacement,
Debt Service	550,900.00	550,876.58	100.0%	100.0%	-	0.0%	
Capital, Grants, and Debt Service Total	21,934,528.72	3,927,765.38	17.9%	19.0%	15,454,033.44	11.6%	
Total Budget and Expenditures	\$ 45,619,569.42	\$ 25,042,323.52	54.9%	60.0%	\$ 16,378,380.22	9.2%	

PERSONNEL - FY21

Division	Budgeted FTEs	Actual FTEs	Over/ (Under)	
Administration	19.7	17.8	(1.9)	
Archeology	17.6	17.2	(0.4)	
Architecture	15.4	15.2	(0.2)	
Community Heritage Development	19.3	18.1	(1.2)	
Courthouse	7.8	6.9	(0.9)	
Historic Sites	172.8	175.9	3.1	
History Programs	31.9	29.9	(2.0)	Includes 5.0 FTE for Texas Holocaust & Genocide Commission
Preservation Trust Fund	-	-	-	
Total FTEs	284.5	281.0	(3.5)	284.5 FTEs authorized by 2020-21 General Appropriations bill.

Harvey, Irma, Maria				
Emergency Supplemental Historic Preservation Fund		Budgeted FTEs	Actual FTEs	
Architecture	National Park Service Grant	3.0	3.0	-
Archeology	National Park Service Grant	0.5	0.5	-
Administration	National Park Service Grant	1.0	1.0	-
Total FTEs		4.5	4.5	-
Additional FTEs authorized for Hurricane Harvey Grant from National Park Services				

KEY DATES

Date	Report Name	Agency Report Recipient
November 19, 2021	Annual Financial Report	Comptroller of Public Accounts
December 2021	Operating Budget	Legislative Budget Board, Governor's Office
December 31, 2021	Annual Report of Nonfinancial Data	Governor's Office, State Auditor's Office, Legislative Budget Board
December 31, 2021	2021 Federal End-of-Year Report Due	National Park Service