

**TEXAS BOARD OF PROFESSIONAL
GEOLOGISTS**

ANNUAL FINANCIAL REPORT

For The Year Ended August 31, 2011

**Charles Horton
Executive Director**

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TEXAS BOARD OF PROFESSIONAL GEOSCIENTISTS

*P.O. Box 13225 • Austin, Texas 78711 • (512) 936-4400 • fax (512) 936-4409
Website: www.tbpg.state.tx.us*

October 3, 2011

Honorable Rick Perry, Governor
Honorable Susan Combs, Texas Comptroller
John O'Brien, Director, Legislative Budget Board
John Keel, CPA, State Auditor

Dear Lady and Gentlemen:

We are pleased to submit the Annual Financial Report of the Texas Board of Professional Geoscientists for the year ended August 31, 2011, in compliance with TEX. GOV'T CODE ANN Section 2101.011 and in accordance with the requirements established by the Comptroller of Public Accounts.

Due to the statewide requirements embedded in Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements- and Management's Discussion and Analysis – for State and Local Governments*, the Comptroller of Public Accounts does not require the accompanying annual financial report to comply with all the requirements in this statement. The financial report will be considered for audit by the State Auditor as part of the audit of the State of Texas Comprehensive Annual Financial Report; therefore an opinion has not been expressed on the financial statements and related information contained in this report.

If you have any questions, please contact Leticia Kappel at 512-936-4404.

Sincerely,

A handwritten signature in cursive script that reads "Charles Horton".

Charles Horton
Executive Director

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TEXAS BOARD OF PROFESSIONAL GEOSCIENTISTS (481)
 EXHIBIT I
 COMBINED BALANCE SHEET/ STATEMENT OF NET ASSETS -
 GOVERNMENTAL FUNDS
 For the Year Ended August 31, 2011

	GOVERNMENTAL FUNDS GENERAL FUNDS FD 0001	CAPITAL ASSETS ADJUSTMENTS
	FD 0001	ADJUSTMENTS
ASSETS		
Current Assets:		
Legislative Appropriations	\$ 198,270.01	\$
Consumable Inventories	8,149.26	
	206,419.27	0.00
Total Current Assets		
Non-Current Assets:		
Capital Assets:		
Depreciable	\$	\$
Furniture and Equipment	0.00	28,395.00
Less Accumulated Depreciation	0.00	(12,081.85)
	0.00	16,313.15
Total Non-Current Assets		
TOTAL ASSETS	\$ 206,419.27	\$ 16,313.15
LIABILITIES		
Current Liabilities:		
Payables from :		
Accounts Payable	\$ 21,031.15	\$
Payroll Payable	40,218.76	
Employees' Compensable Leave		
Total Current Liabilities	61,249.91	0.00
Non-Current Liabilities:		
Employees' Compensable Leave		
Total Non-Current Liabilities	0.00	0.00
TOTAL LIABILITIES	61,249.91	0.00
Fund Financial Statements - Fund FUND BALANCES (DEFICITS):		
	\$	\$
NonSpendable Consumable Inventories	8,149.26	
Unassigned	137,020.10	0.00
TOTAL FUND BALANCES	145,169.36	0.00

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<u>LONG-TERM LIABILITIES ADJUSTMENTS</u>	<u>OTHER ADJUSTMENTS</u>	<u>STATEMENT OF NET ASSETS</u>
\$	\$	\$
		198,270.01
		8,149.26
<u>0.00</u>	<u>0.00</u>	<u>206,419.27</u>
\$	\$	\$
		28,395.00
		(12,081.85)
<u>0.00</u>	<u>0.00</u>	<u>16,313.15</u>
<u>0.00</u>	<u>0.00</u>	<u>222,732.42</u>
\$	\$	\$
		21,031.15
		40,218.76
<u>18,574.89</u>		<u>18,574.89</u>
<u>18,574.89</u>	<u>0.00</u>	<u>79,824.80</u>
\$	\$	\$
		21,031.15
		40,218.76
<u>12,750.27</u>		<u>12,750.27</u>
<u>12,750.27</u>	<u>0.00</u>	<u>12,750.27</u>
<u>31,325.16</u>	<u>0.00</u>	<u>92,575.07</u>
\$	\$	\$
		8,149.26
<u>0.00</u>	<u>0.00</u>	<u>137,020.10</u>
<u>0.00</u>	<u>0.00</u>	<u>145,169.36</u>

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TEXAS BOARD OF PROFESSIONAL GEOSCIENTISTS (481)
EXHIBIT I
COMBINED BALANCE SHEET/ STATEMENT OF NET ASSETS -
GOVERNMENTAL FUNDS
For the Year Ended August 31, 2011

	GOVERNMENTAL FUNDS GENERAL FUNDS FD 0001	CAPITAL ASSETS ADJUSTMENTS
TOTAL LIABILITIES AND FUND BALANCES	\$ <u>206,419.27</u>	\$ <u>0.00</u>
Government-wide Statement - Net Assets		
Net Assets:		
Invested in Capital Assets, Net of Related Debt		16,313.15
Restricted for:		
Debt Retirement		
Employee Benefit		
Unrestricted		
Total Net Assets		\$ <u>16,313.15</u>

The accompanying notes to the financial statements are an integral part of this statement.

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LONG-TERM LIABILITIES ADJUSTMENTS	OTHER ADJUSTMENTS	STATEMENT OF NET ASSETS
\$ <u>31,325.16</u>	\$ <u>0.00</u>	\$ <u>237,744.43</u>
		16,313.15
		0.00
		0.00
<u>(31,325.16)</u>	<u> </u>	<u>(31,325.16)</u>
\$ <u>(31,325.16)</u>	\$ <u>0.00</u>	\$ <u>130,157.35</u>
		\$ <u>222,732.42</u>

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TEXAS BOARD OF PROFESSIONAL GEOSCIENTISTS (481)
 EXHIBIT II
 COMBINED STATEMENT OF REVENUES, EXPENDITURES & CHANGES IN FUND
 BALANCES / STATEMENT OF ACTIVITIES - GOVERNMENTAL FUNDS
 For the Year Ended August 31, 2011

	Governmental Governmental Funds General Funds FUND 0001	Capital Asset Adjustments
REVENUES:	\$	\$
Legislative Appropriations:		
Original Appropriations	583,604.00	
Additional Appropriations	108,905.74	
Licenses, Fees & Permits	25,489.00	
Other Revenue		
Total Revenues	717,998.74	0.00
EXPENDITURES:		
Salaries and Wages	399,026.62	
Payroll Related Costs	106,974.60	
Professional Fees & Services	94,497.70	
Travel	26,876.09	
Materials and Supplies	25,821.13	
Communication and Utilities	4,389.13	
Repairs and Maintenance	(2,195.91)	
Rentals and Leases	3,895.00	
Printing and Reproduction	7,035.97	
Other Operating Expenditures	39,704.08	
Capital Outlay	16,150.00	(16,150.00)
Depreciation Expense		2,478.80
Total Expenditures	722,174.41	(13,671.20)
EXCESS OF REVENUES OVER EXPENDITURES	(4,175.67)	13,671.20
OTHER FINANCING SOURCES (USES):		
Loss on Sale of Asset		(13,790.78)
Total Other Financing Sources (Uses)	0.00	(13,790.78)
NET CHANGE IN FUND BALANCES/NET ASSETS	(4,175.67)	(119.58)
FUND BALANCES - Beginning	158,996.31	
Lapsed Appropriations	(9,651.28)	
FUND BALANCES - Ending	\$ 145,169.36	

Government-wide Statement - Net Assets

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<u>Long-term Liabilities Adjustments</u>	<u>Statement of Activities</u>
\$	\$
	583,604.00
	108,905.74
	25,489.00
	<u>0.00</u>
0.00	717,998.74
(24,835.13)	374,191.49
	106,974.60
	94,497.70
	26,876.09
	25,821.13
	4,389.13
	(2,195.91)
	3,895.00
	7,035.97
	39,704.08
	0.00
	<u>2,478.80</u>
(24,835.13)	683,668.08
24,835.13	34,330.66
	<u>(13,790.78)</u>
<u>0.00</u>	<u>(13,790.78)</u>
<u>24,835.13</u>	<u>20,539.88</u>
	\$ 158,996.31
	<u>(9,651.28)</u>

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TEXAS BOARD OF PROFESSIONAL GEOSCIENTISTS (481)
EXHIBIT II
COMBINED STATEMENT OF REVENUES, EXPENDITURES & CHANGES IN FUND
BALANCES / STATEMENT OF ACTIVITIES - GOVERNMENTAL FUNDS
For the Year Ended August 31, 2011

	Governmental Governmental Funds General Funds FUND 0001	<u>Capital Asset Adjustments</u>
Change in Net Assets		<u>(119.58)</u>
Net Assets Beginning		16,432.73
Adjustments to Beginning Net Assets Restatements		
Net Assets Beginning as Restated and Adjusted		<u>16,432.73</u>
Net Assets Ending		\$ <u><u>16,313.15</u></u>

The accompanying notes to the financial statements are an integral part of this statement.

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<u>Long-term Liabilities Adjustments</u>	<u>Statement of Activities</u>
<u>24,835.13</u>	
\$ (56,160.29) \$	(39,727.56)
	<u>0.00</u>
<u>(56,160.29)</u>	<u>(39,727.56)</u>
\$ <u><u>(31,325.16)</u></u>	\$ <u><u>130,157.35</u></u>

TEXAS BOARD OF PROFESSIONAL GEOSCIENTISTS (481)
NOTES TO THE FINANCIAL STATEMENTS

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. ENTITY

Texas Board of Professional Geoscientists is an agency of the State of Texas and its financial records comply with state statutes and regulations. This includes compliance with the State Comptroller of Public Accounts' Reporting Requirements of State Agencies.

Texas Board of Professional Geoscientists was created by Senate Bill No.405, as enacted by the Seventy-seventh Legislature, to regulate the practice of geoscience in Texas. The Board entered into a Memorandum of Understanding with the Texas Department of Licensing and Regulation to initiate and implement the new program.

Due to the significant changes related to Governmental Accounting Standards Board Statement No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*, the Comptroller of Public Accounts does not require the accompanying financial report to be in compliance with generally accepted accounting principles (GAAP). The financial report will be considered for audit by the State Auditor as part of the State of Texas Comprehensive Annual Financial Report; therefore, an opinion has not been expressed on the financial statements and related information contained in this report.

Blended Component Units

No component units have been identified which should have been blended into an appropriate fund.

B. FUND STRUCTURE

The accompanying financial statements are presented on the basis of funds and account groups, each of which is considered a separate accounting entity.

GOVERNMENTAL FUND TYPES & GOVERNMENT-WIDE ADJUSTMENT FUND TYPES

General Fund

The general fund is used to account for all financial resources of the state except those required to be accounted for in another fund.

Capital Asset Adjustment Fund Type

Capital Asset Adjustment Fund Type will be used to convert governmental fund types' capital assets from modified accrual to full accrual.

Long-Term Liabilities Adjustment Fund Type

Long-Term Liabilities Adjustment Fund Type will be used to convert governmental fund types' debt from modified accrual to full accrual.

TEXAS BOARD OF PROFESSIONAL GEOSCIENTISTS (481)
NOTES TO THE FINANCIAL STATEMENTS

FIDUCIARY FUND TYPES

Agency Funds

Agency funds are used to account for assets the government holds on behalf of others in a purely custodial capacity. Agency funds involve only the receipt, temporary investment, and remittance of fiduciary resources to individuals, private organizations, or other governments.

C. BASIS OF ACCOUNTING

The basis of accounting determines when revenues and expenditures or expenses are recognized in the accounts reported in the financial statements. The accounting and financial reporting treatment applied to a fund is determined by its measurement focus.

Governmental fund types that build the fund financial statements are accounted for using the modified accrual basis of accounting. Under the modified accrual, revenues are recognized in the period in which they become both measurable and available to finance operations of the fiscal year or liquidate liabilities existing at fiscal year end. The State of Texas considers receivables collected within sixty days after year-end to be available and recognizes them as revenues of the current year for Fund Financial Statements prepared on the modified basis of accrual. Expenditures and other uses of financial resources are recognized when the related liability is incurred.

Governmental adjustment fund types that will build the government-wide financial statements are accounted for using the full accrual method of accounting. This includes unpaid Employee Compensable leave, the unmatured debt service (principal and interest) on general long-term liabilities, long-term capital leases, and long-term claims and judgments. The activity will be recognized in these new fund types.

D. BUDGETS AND BUDGETARY ACCOUNTING

The budget is prepared biennially and represents appropriations authorized by the legislature and approved by the Governor (the General Appropriations Act).

Unencumbered appropriations are generally subject to lapse 60 days after the end of the fiscal year for which they were appropriated.

E. ASSETS, LIABILITIES, AND FUND BALANCES/NET ASSETS

ASSETS

Cash and Cash Equivalents

Short-term highly liquid investments with an original maturity of three months or less are considered cash equivalents.

Restricted Assets

Restricted assets include monies or other resources restricted by legal or contractual requirements. These assets include proceeds of enterprise fund general obligation and

TEXAS BOARD OF PROFESSIONAL GEOSCIENTISTS (481)
NOTES TO THE FINANCIAL STATEMENTS

revenue bonds and revenues set aside for statutory or contractual requirements.

Inventories

Inventories include both merchandise inventories on hand for sale and consumable inventories. Inventories are valued at cost, generally utilizing the last-in, first-out method. Inventories for governmental fund types use the purchase method of accounting. The consumption method of accounting is used to account for inventories that appear in the proprietary fund types and the government-wide statements. The cost of these items is expensed when the items are consumed.

Capital Assets

Assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year should be capitalized. These assets are capitalized at cost, or if any purchased, at appraised fair value as of the date of acquisition. Purchases of assets by governmental funds are reported as expenditures. Depreciation is reported on all "exhaustible" assets. "Inexhaustible" assets such as works of art and historical treasures are not depreciated. Road and highway infrastructure is reported on the modified basis. Assets are depreciated over the estimated useful life of the asset using the straight-line method.

All capital assets acquired by proprietary funds or trust funds are reported at cost or estimated historical cost, if actual historical cost is not available. Donated assets are reported at fair value on the acquisition date. Depreciation is charged to operations over the estimated useful life of each asset, using the straight-line method.

LIABILITIES

Accounts Payable

Accounts Payable represents the liability for the value of assets or services received at the balance sheet date for which payment is pending.

Employees' Compensable Leave

Employees' Compensable Leave Balances represent the liability that became "due" upon the occurrence of relevant events such as resignations, retirements, and uses of leave balances by covered employees. Liabilities are reported separately as either current or noncurrent in the statement of net assets.

FUND BALANCES/NET ASSETS

The difference between fund assets and liabilities is "Net Assets" on the government-wide, proprietary and fiduciary fund statements, and the "Fund Balance" is the difference between fund assets and liabilities on the governmental fund statements.

Fund Balance Components

Fund balances for governmental funds are classified as nonspendable, restricted, committed, assigned or unassigned in the fund financial statements.

* Nonspendable fund balance includes amounts not available to be spent because they are

TEXAS BOARD OF PROFESSIONAL GEOSCIENTISTS (481)
NOTES TO THE FINANCIAL STATEMENTS

either (1) not in spendable form or (2) legally or contractually required to be maintained intact.

* Restricted fund balance includes those resources that have constraints placed on their use through external parties or by law through constitutional provisions.

* Committed fund balance can be used only for specific purposes pursuant to constraints by a formal action of the Texas Legislature, the state's highest level of decision making authority.

* Assigned fund balance includes amounts constrained by the state's intent to be used for specific purposes, but are neither restricted nor committed. Intent is expressed by (1) the Texas Legislature or (2) a body (for example, a budget or finance committee) or official to which the governing body has delegated the authority to assign amounts to be used for specific purposes.

* Unassigned fund balance is the residual classification for the general fund. This classification represents fund balance that was not assigned to other funds and was not restricted, committed or assigned to specific purposes within the general fund.

Invested in Capital Assets, Net of Related Debt

Invested in capital assets, net of related debt consists of capital assets, net of accumulated depreciation and reduced by outstanding balances for bond, notes and other debt that are attributed to the acquisition, construction, or improvement of those assets.

Restricted Net Assets

Restricted Net Assets result when constraints placed on net asset use are either externally imposed by creditors, grantors, contributors, and the like, or imposed by law through constitutional provisions or enabling legislation.

Unrestricted Net Assets

Unrestricted net assets consist of net assets, which do not meet the definition of the two preceding categories. Unrestricted net assets often have constraints on resources, which are imposed by management, but can be removed or modified.

F. INTERFUND TRANSACTIONS AND BALANCES

The agency has the following types of transactions among funds:

1) Transfers: Legally required transfers that are reported when incurred as "Transfers In" by the recipient fund and as "Transfers Out" by the disbursing fund.

2) Reimbursements: Reimbursements are repayments from funds responsible for expenditures or expenses to funds that made the actual payment. Reimbursements of expenditures made by one fund for another that are recorded as expenditures in the reimbursing fund and as a reduction of expenditures in the reimbursed fund.

3) Interfund receivables and payables: Interfund loans are reported as interfund

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TEXAS BOARD OF PROFESSIONAL GEOSCIENTISTS (481)
NOTES TO THE FINANCIAL STATEMENTS

receivables and payables. If repayment is due during the current year or soon thereafter it is classified as "Current", repayment for two (or more) years is classified as "Non-Current."

4) Interfund Sales and Purchases: Charges or collections for services rendered by one fund to another that are recorded as revenues of the recipient fund and expenditures or expenses of the disbursing fund. The composition of the agency's Interfund receivables and payables at August 31, 2011, if any, is presented in Note 12.

NOTE 2: CAPITAL ASSETS

A summary of changes in Capital Assets for the year ended August 31, 2011:

	<u>Balance 9/1/10</u>	<u>Adjustments</u>	<u>Completed CIP</u>	<u>Inc Int'agy Trans</u>	<u>Dec Int'agy Trans</u>
Governmental Activities:					
Depreciable Assets					
Furniture and					
Equipment	\$ 46,432.00	\$ 0.00	\$	\$	\$
Other Cap Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total depreciable	46,432.00	0.00	0.00	0.00	0.00
assets					
Less Accum Deprec for:					
Furniture and Equip	(29,999.27)				
Other Cap Assets	<u>0.00</u>	<u>0.00</u>			
Total Accum Deprec	<u>(29,999.27)</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
 TOTAL	 <u>\$ 16,432.73</u>	 <u>\$ 0.00</u>	 <u>\$ 0.00</u>	 <u>\$ 0.00</u>	 <u>\$ 0.00</u>
 cont'd			<u>Balance 8/31/11</u>		
Governmental Activities:					
Depreciable Assets					
Furniture and					
Equipment	\$ 16,150.00	\$ (34,187.00)	\$ 28,395.00		
Other Cap Assets	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>		
Total depreciable	16,150.00	(34,187.00)	28,395.00		
assets					
Less Accum Deprec for:					
Furniture and Equip	(2,478.80)	20,396.22	(12,081.85)		
Other Cap Assets			<u>0.00</u>		
Total Accum Deprec	<u>(2,478.80)</u>	<u>20,396.22</u>	<u>(12,081.85)</u>		
 TOTAL	 <u>\$ 13,671.20</u>	 <u>\$ (13,790.78)</u>	 <u>\$ 16,313.15</u>		

NOTE 3: DEPOSITS, INVESTMENTS & REPURCHASE AGREEMENTS

Not applicable

TEXAS BOARD OF PROFESSIONAL GEOSCIENTISTS (481)
NOTES TO THE FINANCIAL STATEMENTS

NOTE 4: SHORT TERM DEBT

Not applicable

NOTE 5: SUMMARY OF LONG-TERM LIABILITIES

Notes and Loans Payable:

The agency did not have any notes or loans payable as of August 31, 2011.

Changes In Long-Term Liabilities

During the year ended August 31, 2010, the following changes occurred in liabilities.

Governmental Activities:	Balance 9/01/10	Additions	Deductions	Balance 8/31/11	Amounts Due Within One Yr
Compensable Leave	\$ 56,160.29	\$ 53,702.21	\$ (78,537.34)	\$ 31,325.16	\$ 18,574.89
TOTAL	\$ 56,160.29	\$ 53,702.21	\$ (78,537.34)	\$ 31,325.16	\$ 18,574.89

Employees' Compensable Leave

A state employee is entitled to be paid for all unused vacation time accrued, in the event of the employee's resignation, dismissal, or separation from State employment, provided the employee has had continuous employment with the State for six months. Expenditures for accumulated annual leave balances are recognized in the period paid or taken in governmental fund types. For these fund types, the liability for unpaid benefits is recorded in the Statement of Net Assets. An expense and liability for proprietary funds are recorded in the proprietary funds as the benefits accrue to employees. No liability is recorded for non-vesting accumulating rights to receive sick pay benefits.

NOTE 6: BONDED INDEBTEDNESS

Not applicable

NOTE 7: DERIVATIVE INSTRUMENTS

Not applicable

NOTE 8: LEASES

Not applicable

NOTE 9: PENSION PLANS

Not applicable

NOTE 10: DEFERRED COMPENSATION

Not applicable

TEXAS BOARD OF PROFESSIONAL GEOSCIENTISTS (481)
NOTES TO THE FINANCIAL STATEMENTS

NOTE 11: POST EMPLOYMENT HEALTH CARE AND LIFE INSURANCE BENEFITS

Not applicable

NOTE 12: INTERFUND BALANCES/ACTIVITIES

Not applicable

NOTE 13: CONTINUANCE SUBJECT TO REVIEW

Under the Texas Sunset Act, the Agency will be abolished effective September 1, 2013, unless continued in existence by the State Legislature as provided by the Act. If abolished, the Agency may continue until September 1, 2014 to close out its operations.

NOTE 14: ADJUSTMENTS TO FUND BALANCES/NET ASSETS

Not applicable

NOTE 15: CONTINGENCIES AND COMMITMENTS

Encumbrances:

The agency encumbered \$69,412 of its fiscal years 2011 and 2010 remaining funds. This represents commitments of the value of contracts awarded or assets ordered prior to year-end but not received as of that date. Encumbrances are not included with expenditures or liabilities. They represent current resources designated for specific expenditures in subsequent operating periods and are part of the unassigned fund balance.

NOTE 16: SUBSEQUENT EVENTS

Not applicable

NOTE 17: RISK MANAGEMENT

The Texas Board of Professional Geoscientists is exposed to risk of loss in the following areas: property and casualty; health benefits; and workers compensation. The Geoscientists Board has no commercial insurance and retains the risk of loss in all areas.

NOTE 18: MANAGEMENT DISCUSSION AND ANALYSIS/MATERIAL CHANGES TO AFR

Not applicable

NOTE 19: THE FINANCIAL REPORTING ENTITY: RELATED ORGANIZATIONS

Not applicable

NOTE 20: STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

Not applicable

TEXAS BOARD OF PROFESSIONAL GEOSCIENTISTS (481)
NOTES TO THE FINANCIAL STATEMENTS

NOTE 21: N/A

NOTE 22: DONOR-RESTRICTED ENDOWMENTS

Not applicable

NOTE 23: EXTRAORDINARY AND SPECIAL ITEMS

Not applicable

NOTE 24: DISAGGREGATION OF RECEIVABLE AND PAYABLE BALANCES

Not applicable

NOTE 25: TERMINATION BENEFITS

Not applicable

NOTE 26: SEGMENT INFORMATION

Not applicable

**TEXAS BOARD OF PROFESSIONAL
GEOLOGISTS**

**ANNUAL FINANCIAL REPORT
CLOSING PACKAGE**

For The Year Ended August 31, 2011

**Charles Horton
Executive Director**

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- III. **Fluctuation Analysis**

USAS and Interagency Activity Certification Form – State Agencies

Agency No. 481

Agency Name Texas Board of Professional Geoscientists

All agencies are required to **sign** and **submit this form** to the Comptroller of Public Accounts, Financial Reporting section on or before **Nov. 20, 2011**. The form may be submitted via hard copy, email or fax. For the agencies that are reconciled, their data may be extracted for the *Comprehensive Annual Financial Report* (CAFR).

This form is required for all agencies regardless of whether they are a simplified reporting or a full reporting agency. The interagency transactions are extracted from USAS for **all agencies**. Please check the items that are applicable for each type of transaction.

Agencies are required to ensure and certify that their financial data correctly reflects their financial position as recorded in USAS and, if applicable, any internal accounting system, as of 08/31/CY. For more information regarding the required levels of USAS reconciliation, see the **Required Year-End Review and/or Reconciliation of Financial Data and Balances in USAS**.

Please complete this interactive form, print it out, sign the last page and submit to your financial reporting analyst.

I. USAS Reconciliation

Check the appropriate statement, either section 1 or 2:

- 1 I certify that for the above agency, the fiscal 2011 financial data contained in the Uniform Statewide Accounting System (USAS) and our internal accounting system, if applicable, were adjusted and the balances accurately reflect the agency's fund financial and/or government-wide financial position.

I also certify that our USAS balances conform to the following:

- System clearing GL 9999 and basis conversion system clearing GL 9992 accounts equal zero at the D23 fund level.
- All balance sheet line items reconcile at the GL account level.
- Fund balance/net assets are allocated to the respective GL accounts (2XXX series) and agree with the related GL accounts.
- All operating statement items reconcile to the GAAP source/object level. The correct comptroller object codes were used to ensure accurate D08 government-wide roll-ups.
- D23 funds that roll-up to fund type 09 (GAAP agency funds) have operating statement activity that nets to zero at the GAAP source/object level in USAS.
- Legislative appropriations asset balance (GL 9000) agree with the balance as calculated on the GR reconciliation.
- Legislative appropriations revenues agree with the balances as calculated on the GR reconciliation.
- Ending fund balance/net assets are the same on the operating statement and the balance sheet.
- There are not any "Back Out NA" on the operating statement.
- The USAS IT file is cleared of all AFR USAS batches.

—OR—

- 2 This reconciliation was not completed; therefore, I understand the agency is not in compliance with the Comptroller's reporting requirements and may be referred to the State Auditor's Office.

II. Interagency Balances

Check the appropriate statement, either section 1 or 2:

- 1 I certify that for the above agency, the fiscal 2011 interagency and interfund balances were coordinated and are posted accurately in USAS.

The DAFR8910 Interfund/Interagency Activity or the FMQuery-SIRS Interagency/Interfund report was run and the following were verified. From the drop down menu, select "Yes," "No" or "N/A" as appropriate.


	Due From/ Due To	Federal Pass- Throughs	State Pass- Throughs	Transfers
Interagency item amount is posted accurately in USAS				
All "NP" items were eliminated ("NP" items occur if the AGL [Agency General Ledger] information is blank)				
AGL information is correct (the AGL consists of the opposite agency number, D23 fund and 0)				
Federal grant pass-throughs match what is reported on the Schedule of Expenditures of Federal Awards				
State grant pass-throughs match what is reported on the Schedule of State Grant Pass-Throughs				

~~—OR—~~

- 2 I certify that for fiscal 2011, the above agency does not have any interagency activity reflected on the AFR.

III. Required Signature

Sign and submit completed form via hard copy, email or fax to the Comptroller of Public Accounts, Financial Reporting section of the Fiscal Management Division.


9/27/2011

 Signature Date

Leticia Kappel

 Printed Name

Chief Financial Officer 512-936-4404

 Title & Phone Number

Diane Fulmer 512-388-0582

 AFR Contact Person & Phone Number

Leticia Kappel 512-936-4404

 USAS Contact Person & Phone Number

n/a

 Federal Contact Person & Phone Number

TEXAS BOARD OF PROFESSIONAL GEOSCIENTISTS (481)

NOTES TO THE FINANCIAL STATEMENTS

NOTE 15: CONTINGENCIES AND COMMITMENTS:

The agency encumbered \$69,412 of its fiscal years 2011 and 2010 remaining funds. This represents commitments of the value of contracts awarded or assets ordered prior to year-end but not received as of that date. Encumbrances are not included with expenditures or liabilities. They represent current resources designated for specific expenditures in subsequent operating periods and are part of the unassigned fund balance.

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Fluctuation Analysis

None of the SIRS Fluctuation Analysis Reports contained any data.

