

Texas Commission On Environmental Quality
AGENDA ITEM REQUEST

AGENDA REQUESTED: January 14, 2009
DATE OF REQUEST: December 11, 2008
NAME & NUMBER OF PERSON TO CONTACT REGARDING CHANGES TO THIS REQUEST, IF NEEDED: Barbara Mayer at 239-4739

CAPTION: Docket No. 2008-1903-MIS. Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts by certain state agencies. [David Timberger]

Chief Clerk must send Notice of Application/Hearing:

Type of Matter:

County:

Uncontested:

Contested:



Kevin McCalla, Director
General Law Division

CHIEF CLERKS OFFICE

2008 DEC 18 PM 3:17

TEXAS
COMMISSION
ON ENVIRONMENTAL
QUALITY

Texas Commission On Environmental Quality

INTEROFFICE MEMORANDUM

To: Mark R. Vickery, P.G.
Executive Director

Date: December 19, 2008

From:  David Timberger, Personnel Attorney
General Law Division

 Kevin McCalla, Director
General Law Division

 Stephanie Bergeron Perdue, Deputy Director
Office of Legal Services

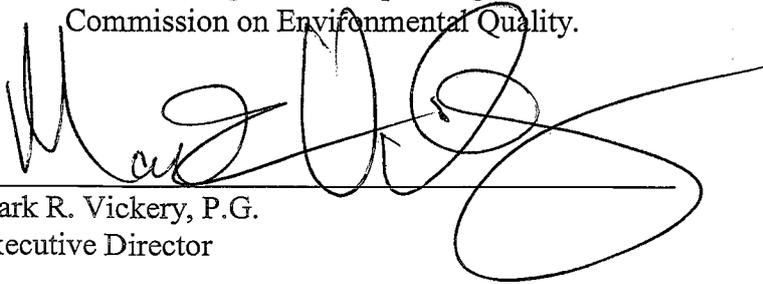
Caption: **Docket No. 2008-1903-MIS.** Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts and donations by certain agencies.

Chapter 575 of the Government Code gives some specific direction to state agencies regarding the acceptance of gifts and donations. Chapter 575 provides that the Commission must acknowledge the acceptance of all gifts of money or property with a value of \$500 or more in an open meeting no later than the 90th day after the date the gift is accepted. Chapter 575 further states the name of the donor, a description of the gift or donation, and a statement of the purpose of the gift or donation must be recorded in the minutes. Chapter 575 of the Government Code is attached as Exhibit "A."

Before the Commission can acknowledge the acceptance of gifts and donations with a value of \$500 or more listed in Exhibit "B", the gifts must be accepted by the agency.

A list of gifts and donations is attached as Exhibit "B." A Declaration of Third Party Reimbursement form is submitted for each gift or donation listed in Exhibit "B." The Declaration of Third Party Reimbursement forms are attached as Exhibit "C." Your signature below is needed to "accept" the aforementioned and referenced exhibits. We recommend you sign this form and accept the gifts.

I acknowledge and accept the gifts listed in Exhibit "B", on behalf of the Texas Commission on Environmental Quality.



Mark R. Vickery, P.G.
Executive Director

Date: 

Exhibit A

CHAPTER 575. ACCEPTANCE OF GIFT BY STATE AGENCY

§ 575.001. Definitions

In this chapter:

(1) "Gift" means a donation of money or property.

(2) "State agency" means a board, commission, council, committee, department, office, agency, or other governmental entity in the executive or judicial branch of state government. The term does not include an institution of higher education as defined by Section 61.003, Education Code.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

§ 575.002. Gifts of \$500 or More

This chapter applies only to a gift that has a value of \$500 or more.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

§ 575.003. Acceptance of Gift by State Agency Governing Board

A state agency that has a governing board may accept a gift only if the agency has the authority to accept the gift and a majority of the board, in an open meeting, acknowledges the acceptance of the gift not later than the 90th day after the date the gift is accepted.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997. Amended by Acts 1999, 76th Leg., ch. 143, § 1, eff. Sept. 1, 1999.

§ 575.004. Record of Gift

A state agency that accepts a gift must record the name of the donor, a description of the gift, and a statement of the purpose of the gift in:

(1) the minutes of the governing board of the agency; or

(2) appropriate agency records, if the agency does not have a governing board.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

§ 575.005. Acceptance of Gift From Party to Contested Case Prohibited

A state agency may not accept a gift from a person who is a party to a contested case before the agency until the 30th day after the date the decision in the case becomes final under Section 2001.144. In this section, "contested case" has the meaning assigned by Section 2001.003.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

Exhibit B

**TEXAS NATURAL RESOURCE CONSERVATION COMMISSION
DECLARATION OF THIRD PARTY REIMBURSEMENT**

OVER \$500.00

September 08 through December 08

REIMBURSING ORGANIZATION NAME	TRAVELERS	DATES OF TRAVEL	DESTINATION	PURPOSE OF TRIP	REIMBURSED	REIMBURSED TOTAL
ASTSWMO Assoc of State Reat, Vickie L & Territorial Solid Waste Management Officials		10/01/08-10/03/08	Washington, DC	ASTSWMO Sediments Focus Group Meeting	Public Transport: \$41.22 Air: \$331.00 Meals: \$68.08 Lodging: \$460.30 Parking: \$21.00 Baggage Fees: \$30.00 Personal Mileage: \$17.56	\$969.16
ASTSWMO Assoc of State Wehner, Eleanor & Territorial Solid Waste Management Officials		10/23/08-10/24/08	Baltimore, MD	Attend ASTSWMO's End of Year meeting	Public Transport: \$62.00 Air: \$291.00 Meals: \$80.00 Lodging: \$195.22 Parking: \$20.00 Personal Mileage: \$30.42	\$678.64
CENRAP Central States Regional Air Planning Organization	Pendleton, Kathy	09/10/08-09/11/08	Kansas City, Mo	Central Regional Planning (CENRAP) Policy Oversight Meeting	Air: \$432.00 Lodging: \$120.42	\$552.42

Central States Air Resource Agencies (CENSARA)	Foster, Brian	09/16/08-09/17/08	Kansas City, Mo	Attend the CENSARA Training Coordinators Meeting	\$656.36
				Air:	\$419.00
				Lodging:	\$237.36
EPA Environmental Protection Agency	Nettles, Russ	03/31/08-04/03/08	Research Triangle Pk, NC	EPA Remote Sensing Conference	\$902.81
				Rental Car:	\$103.49
				Air:	\$220.00
				Meals:	\$207.25
				Lodging:	\$328.11
				Parking:	\$16.00
				Other:	\$5.74
				Personal Mileage:	\$22.22
EPA Environmental Protection Agency	Niemeyer, Stephen M.	03/18/08-03/21/08	Washington, DC	To attend a GNEB Meeting	\$1,467.46
				Public Transportation:	\$30.00
				Rental Car:	\$35.28
				Air:	\$477.00
				Meals:	\$224.00
				Lodging:	\$608.01
				Parking:	\$23.99
				Gas:	\$37.68
				Business Calls:	\$1.00
				Tolls:	\$5.50
				Airport/Hotel Transportation:	\$25.00

EPA Environmental Protection Agency Niemeyer, Stephen M. 06/17/08-06/19/08 Calexico, CA Attend Good Neighbor Environmental Board meeting \$908.96

Air: \$520.00
Meals: \$160.00
Lodging: \$168.00
Parking: \$28.00
Personal Mileage: \$16.16
Hotel Tax: \$16.80

EPA Environmental Protection Agency Niemeyer, Stephen M. 09/22/08-09/25/08 El Paso, TX Attend Good Neighbor Environmental Board meeting \$803.58

Air: \$277.50
Meals: \$154.00
Lodging: \$261.00
Parking: \$32.00
Airport/Hotel Transportation: \$38.61
Hotel Tax: \$40.47

Mississippi State University Young, Dorothy 07/20-07/22/08 New Orleans, LA Attend SE-TAC Advisory Board Meeting \$845.74

Air: \$455.50
Meals: \$96.00
Lodging: \$227.74
Parking: \$22.50
Taxi/Shuttle: \$44.00

Nueces River Authority Ling, Edward 09/28/08-10/02/08 Corpus Christi, TX Collect samples from wastewater facilities \$648.95

Rental Car: \$278.82
Meals: \$76.88
Lodging: \$293.25

US Department of Agricultural
 Shaw, Brian W. 11/05/08-11/07/08 Washington, DC Attend and Participate in the Ag Air Quality Task Force Meeting \$1,430.96

Air: \$738.00
 Meals: \$160.00
 Lodging: \$418.00
 Parking: \$30.00
 Personal Mileage: \$42.12
 Hotel Tax: \$42.84

US Environmental Protection Agency
 Shaw, Brian W. 09/02/08-09/04/08 Washington, DC Attend and Participate in the US EPA Science Advisory Board \$678.21

Meals: \$160.00
 Lodging: \$460.30
 Parking: \$21.00
 Personal Mileage: \$36.91

US Environmental Protection Agency
 Shaw, Brian W. 09-30/08-10/02/08 Washington, DC Attend and Participate in the Science Advisory Boards Particulate Matter Meeting: \$640.54

Transportation: \$5.00
 Meals: \$160.00
 Lodging: \$434.00
 Personal Mileage: \$41.54

TOTALS: \$11,183.79 \$11,183.79

Exhibit C

DECLARATION OF THIRD-PARTY REIMBURSEMENT

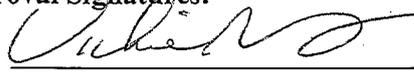
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6273.

(1) Employee's Name: Vickie L. Reat
 (2) Dates of Travel: October 1-3, 2008
 (3) Destination: Washington, D.C.
 (4) Purpose: ASTSWMO Sediments Focus Group Meeting
 (5) Reimbursing Organization: Association of State and Territorial Solid Waste Management Officials

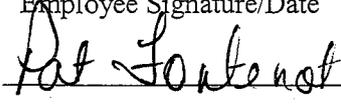
(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ 41.22	Super shuttle from Baltimore airport to DC plus METRO fares.
Rental Car	\$	
Air	\$ 331.00	
Meals	\$ 68.08	
Lodging	\$ 460.30	Includes hotel tax.
Parking	\$ 21.00	Austin airport
Other:	\$ 30.00	Baggage fees
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 17.56	To and from Austin airport.
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 969.15 <i>#/16</i>	

Approval Signatures:

(7)  10/23/08

Employee Signature/Date

(8)  10/23/08

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6273.

(1) Employee's Name: Eleanor T. Wehner
 (2) Dates of Travel: 10/23/2008 to 10/24/2008
 (3) Destination: Baltimore, MD
 (4) Purpose: Attend ASTSWMO's End of Year meeting
 (5) Reimbursing Organization: ASTSWMO

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ 62	
Rental Car	\$	
Air	\$ 291	
Meals	\$ 80	
Lodging	\$ 195.22	
Parking	\$ 20	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 30.42	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 678.64	

Approval Signatures:

(7) Eleanor T. Wehner (10/27/08)
 Employee Signature/Date

(8) [Signature] 10/27/08
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: MC181 or fax 239-6768.

- (1) Employee's Name: Kathy Pendleton
- (2) Dates of Travel: Sept 10-11, 2008
- (3) Destination: Kansas City, Missouri
- (4) Purpose: Central Regional Planning (CENRAP) Policy Oversight Meeting
- (5) Reimbursing Organization: CENRAP

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$ 432	Paid directly by CENRAP
Public Transportation	\$	
Rental Car	\$	
Air	\$	
Meals	\$	
Lodging	\$ 120.42	Paid directly by CENRAP
Parking	\$	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 552.42	

Approval Signatures:

(7) Kathy Pendleton 9/23/08

Employee Signature/Date

(8) [Signature] 9/23/08

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source. TCEQ-10051 (Rev. 03/2008)

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: MC181 or fax 239-6768.

- (1) Employee's Name: BRIAN FOSTER
- (2) Dates of Travel: SEPTEMBER 16-17, 2008
- (3) Destination: KANSAS CITY, MISSOURI
- (4) Purpose: ATTEND THE CENSARA TRAINING COORDINATORS MEETING
- (5) Reimbursing Organization: CENTRAL STATES AIR RESOURCE AGENCIES (CENSARA)

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$ 419. ⁰⁰	
Meals	\$	
Lodging	\$ 237. ³⁶	
Parking	\$	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 656.³⁶	

Approval Signatures:

(7) Brian Foster 9-25-08
Employee Signature/Date

(8) Tim Pella 9/25/08
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

TCEQ-10051 (Rev. 03/2008)

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: MC215.

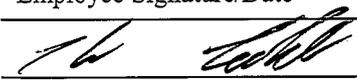
(1) Employee's Name: Russ Nettles
 (2) Dates of Travel: 03/31/08 to 04/03/08
 (3) Destination: Research Triangle Park, NC
 (4) Purpose: EPA Remote Sensing Conference
 (5) Reimbursing Organization: EPA

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$ 103.49	
Air	\$ 220.00	*Prepaid by EPA
Meals	\$ 207.25	
Lodging	\$ 328.11	
Parking	\$ 16	
Other:	05.74	
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 22.22	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 682.81 ^{902.81}	* not added in original total but should have been

Approval Signatures:

(7)  9-24-08
 Employee Signature/Date

(8) 
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source. TCEQ-10051 (Rev. 01/2007)

DECLARATION OF THIRD-PARTY REIMBURSEMENT

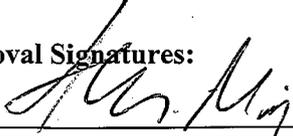
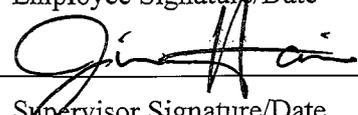
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6273.

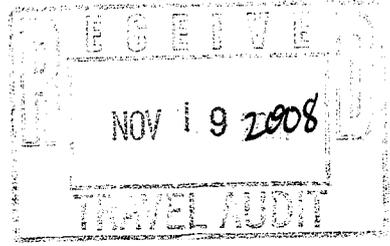
(1) Employee's Name: Stephen M. Niemeyer
 (2) Dates of Travel: 03/18/2008-3/21/2008
 (3) Destination: Washington, DC
 (4) Purpose: To attend a GNEB Meeting
 (5) Reimbursing Organization: EPA

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$ 477.00	Direct Billed.
Public Transportation	\$ 30.00	Austin/Houston Transportation
Rental Car	\$ 35.28	
Air	\$	
Meals	\$ 224.00	
Lodging	\$ 608.01	
Parking	\$ 23.99	
Other: Gas	\$ 37.68	Gas
Business Telephone Calls	\$ 1.00	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$ 5.50	Highway/Bridge Tolls
	25.00	Airport/Hotel Transportation
Grand Total	\$ 1467.46	

Approval Signatures:

(7)  11/14/08
 Employee Signature/Date
 (8)  18 Nov 2008
 Supervisor Signature/Date



The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

**FORM COMPLETION
DECLARATION OF THIRD PARTY REIMBURSEMENT**

Within seven working days of receipt of payment from the Third Party, this form must be completed and submitted to Financial Administration, Travel Unit, MC 181 or fax to 239-6273.

1. Employee's Name List the name of the traveler.
2. Dates of Travel List the begin and end dates of travel for this particular trip.
3. Destination List the city and state where the event was held.
4. Purpose Give a brief explanation for the reason of the trip
5. Reimbursing Organization List the organization that reimbursed the travel and/or registration expenses.
6. Itemized Expenses List the total for each type of travel expense and/or registration fee reimbursed or provided directly by the third party. Additional comments may be made to explain any unusual circumstances. Additional comments are optional.

Approval Signatures:

7. Employee's Signature The employee signs to certify that the information provided is true and correct.
8. Supervisor's Signature The supervisor of the employee signs to certify that the amount shown on the form is the amount received from the reimbursing source and the reimbursement was for valid expenses relating to the trip.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

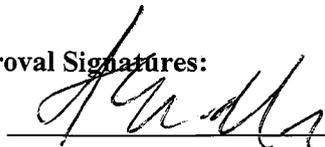
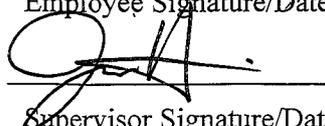
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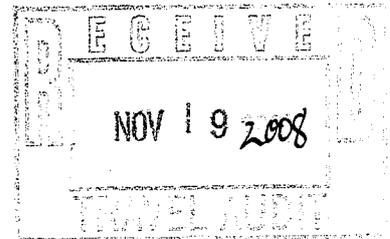
(1) Employee's Name: Stephen M. Niemeyer
 (2) Dates of Travel: 06/17/08 – 06/19/08
 (3) Destination: Calexico, California
 (4) Purpose: Attend Good Neighbor Environmental Board meeting
 (5) Reimbursing Organization: EPA

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$ 520.00	Flight was directly billed to EPA.
Meals	\$ 160.00	
Lodging	\$ 168.00	
Parking	\$ 28.00	
Other:	\$	
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 16.16	32 mi.
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$ 16.80	Hotel tax
Grand Total	\$ 908.96	

Approval Signatures:

(7)  11/14/08
 Employee Signature/Date
 (8)  18 NOV 2008
 Supervisor Signature/Date



The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

**FORM COMPLETION
DECLARATION OF THIRD PARTY REIMBURSEMENT**

Within seven working days of receipt of payment from the Third Party, this form must be completed and submitted to Financial Administration, Travel Unit, MC 181 or fax to 239-6273.

1. Employee's Name List the name of the traveler.
2. Dates of Travel List the begin and end dates of travel for this particular trip.
3. Destination List the city and state where the event was held.
4. Purpose Give a brief explanation for the reason of the trip
5. Reimbursing Organization List the organization that reimbursed the travel and/or registration expenses.
6. Itemized Expenses List the total for each type of travel expense and/or registration fee reimbursed or provided directly by the third party. Additional comments may be made to explain any unusual circumstances. Additional comments are optional.

Approval Signatures:

7. Employee's Signature The employee signs to certify that the information provided is true and correct.
8. Supervisor's Signature The supervisor of the employee signs to certify that the amount shown on the form is the amount received from the reimbursing source and the reimbursement was for valid expenses relating to the trip.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6273.

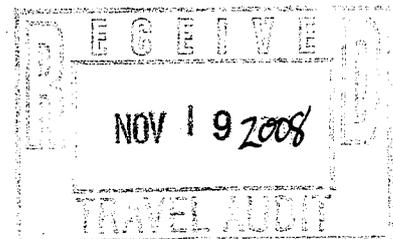
(1) Employee's Name: Stephen M. Niemeyer
 (2) Dates of Travel: 09/22/08-09/25/08
 (3) Destination: El Paso, TX
 (4) Purpose: Attend Good Neighbor Environmental Board meeting
 (5) Reimbursing Organization: EPA

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$ 277.50	Flight was directly billed to EPA.
Meals	\$ 154.00	
Lodging	\$ 261.00	
Parking	\$ 32.00	
Other:	\$	
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$ 38.61	Airport/Hotel Transportation
	40.47	Hotel Tax
Grand Total	\$ 803.58	

Approval Signatures:

(7) *Stephen M. Niemeyer* 11/14/08
 Employee Signature/Date
 (8) *[Signature]* 18 Nov 2008
 Supervisor Signature/Date



The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

**FORM COMPLETION
DECLARATION OF THIRD PARTY REIMBURSEMENT**

Within seven working days of receipt of payment from the Third Party, this form must be completed and submitted to Financial Administration, Travel Unit, MC 181 or fax to 239-6273.

1. Employee's Name List the name of the traveler.
2. Dates of Travel List the begin and end dates of travel for this particular trip.
3. Destination List the city and state where the event was held.
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6. Itemized Expenses List the total for each type of travel expense and/or registration fee reimbursed or provided directly by the third party. Additional comments may be made to explain any unusual circumstances. Additional comments are optional.

Approval Signatures:

7. Employee's Signature The employee signs to certify that the information provided is true and correct.
8. Supervisor's Signature The supervisor of the employee signs to certify that the amount shown on the form is the amount received from the reimbursing source and the reimbursement was for valid expenses relating to the trip.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6273.

- (1) Employee's Name: Dorothy Young
- (2) Dates of Travel: July 20 - 22, 2008
- (3) Destination: New Orleans, LA.
- (4) Purpose: Attend SE-TAC Advisory Board meeting.
- (5) Reimbursing Organization: Mississippi State University

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$ _____	_____
Public Transportation	\$ _____	_____
Rental Car	\$ _____	_____
Air	\$ <u>455.50</u>	_____
Meals	\$ <u>96.00</u>	_____
Lodging	\$ <u>227.74</u>	_____
Parking	\$ <u>22.50</u>	_____
Other:		
Business Telephone Calls	\$ _____	_____
Personal Vehicle Mileage	\$ _____	_____
Seminar Registration/Fees	\$ _____	_____
Misc. (Describe under comments)	\$ <u>44.00</u>	<u>Taxi + shuttle in LA.</u>
Grand Total	\$ <u>845.74</u>	_____

REC'D BY TOED
 2008 SEP 4 4 PM 3 12
 FIN. ADMIN DIV.

Approval Signatures:

- (7) Dorothy Young 28 August 2008
 Employee Signature/Date
- (8) Vera Pae 8-28-08
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6273.

(1) Employee's Name: Edward Ling
(2) Dates of Travel: 9/29/08-10/2/08
(3) Destination: Corpus Christi
(4) Purpose: Collect samples from wastewater facilities
(5) Reimbursing Organization: Nueces River Authority

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$ 278.82	Rental car and fuel
Air	\$	
Meals	\$ 76.88	
Lodging	\$ 293.25	
Parking	\$	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 648.95	

Approval Signatures:

(7) Edward Ling 10/16/08
Employee Signature/Date

(8) Katherine Nelson 10/16/08
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

**FORM COMPLETION
DECLARATION OF THIRD PARTY REIMBURSEMENT**

Within seven working days of receipt of payment from the Third Party, this form must be completed and submitted to Financial Administration, Travel Unit, MC 181 or fax to 239-6273.

1. Employee's Name List the name of the traveler.
2. Dates of Travel List the begin and end dates of travel for this particular trip.
3. Destination List the city and state where the event was held.
4. Purpose Give a brief explanation for the reason of the trip
5. Reimbursing Organization List the organization that reimbursed the travel and/or registration expenses.
6. Itemized Expenses List the total for each type of travel expense and/or registration fee reimbursed or provided directly by the third party. Additional comments may be made to explain any unusual circumstances. Additional comments are optional.

Approval Signatures:

7. Employee's Signature The employee signs to certify that the information provided is true and correct.
8. Supervisor's Signature The supervisor of the employee signs to certify that the amount shown on the form is the amount received from the reimbursing source and the reimbursement was for valid expenses relating to the trip.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

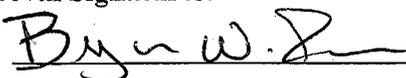
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: MC215.

(1) Employee's Name: Bryan W. Shaw
 (2) Dates of Travel: November 05 – 07, 2008
 (3) Destination: Washington, D.C.
 (4) Purpose: Attend and Participate in the Ag Air Quality Task Force Meeting
 (5) Reimbursing Organization: US Department of Agricultural

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$ 738.00	
Meals	\$ 160.00	
Lodging	\$ 418.00	
Parking	\$ 30.00	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 42.12	
Seminar Registration/Fees	\$ 42.84	Hotel Tax
Misc. (Describe under comments)	\$	
Grand Total	\$ 1430.96	

Approval Signatures:

(7)  11/13/08
 Employee Signature/Date

(8) _____
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source. TCEQ-10051 (Rev. 01/2007)

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: MC215.

(1) Employee's Name: Bryan W. Shaw
 (2) Dates of Travel: September 2-4, 2008
 (3) Destination: Washington, D.C.
 (4) Purpose: Attend and Participate in the US EPA Science Advisory Board
 (5) Reimbursing Organization: US Environmental Protection Agency

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$	
Meals	\$ 160.00	
Lodging	\$ 460.30	
Parking	\$ 21.00	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 36.91	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 678.21	

Approval Signatures:

(7) Bryan W. Shaw 9/9/08
 Employee Signature/Date

(8) _____
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source. TCEQ-10051 (Rev. 01/2007)

DECLARATION OF THIRD-PARTY REIMBURSEMENT

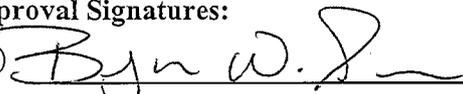
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: MC215.

- (1) Employee's Name: Bryan W. Shaw
- (2) Dates of Travel: September 30 – October 2, 2008
- (3) Destination: Washington, D.C.
- (4) Purpose: Attend and Participate in the Science Advisory Boards Particulate Matter Meeting
- (5) Reimbursing Organization: US Environmental Protection Agency

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ 5.00	
Rental Car	\$	
Air	\$	
Meals	\$ 160.00	
Lodging	\$ 434.00	
Parking	\$	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 41.54	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 640.54	

Approval Signatures:

(7)  10/09/08
 Employee Signature/Date

(8) _____
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

Texas Commission On Environmental Quality

INTEROFFICE MEMORANDUM

To: Commissioners
Mark R. Vickery, P.G.
Executive Director

Date: December 19, 2008

From:  David Timberger, Personnel Attorney
General Law Division

 Kevin McCalla, Director
General Law Division

 Stephanie Bergeron Perdue, Deputy Director
Office of Legal Services

Caption: **Docket No. 2008-1903-MIS.** Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts and donations by certain agencies.

Chapter 575 of the Government Code gives some specific direction to state agencies regarding the acceptance of gifts and donations. Chapter 575 of the Government Code provides that the Commission must acknowledge the acceptance of all gifts of money or property with a value of \$500 or more in an open meeting no later than the 90th day after the date the gift is accepted. Chapter 575 of the Government Code further states the name of the donor, a description of the gift or donation, and a statement of the purpose of the gift or donation must be recorded in the minutes. Chapter 575 of the Government Code is attached as Exhibit "A."

A list of gifts and donations is attached as Exhibit "B." A Declaration of Third Party Reimbursement form is submitted for each gift or donation listed in Exhibit "B." The Declaration of Third Party Reimbursement forms are attached as Exhibit "C." The Executive Director's approval memorandum is attached as Exhibit "D."

Attachments

Exhibit "A" - Chapter 575 of the Government Code

Exhibit "B" - List of Gifts and Donations

Exhibit "C" - Declaration of Third Party Reimbursement Forms for supporting documentation

Exhibit "D" - Executive Director's approval memorandum

Exhibit A

CHAPTER 575. ACCEPTANCE OF GIFT BY STATE AGENCY

§ 575.001. Definitions

In this chapter:

(1) "Gift" means a donation of money or property.

(2) "State agency" means a board, commission, council, committee, department, office, agency, or other governmental entity in the executive or judicial branch of state government. The term does not include an institution of higher education as defined by Section 61.003, Education Code.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

§ 575.002. Gifts of \$500 or More

This chapter applies only to a gift that has a value of \$500 or more.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

§ 575.003. Acceptance of Gift by State Agency Governing Board

A state agency that has a governing board may accept a gift only if the agency has the authority to accept the gift and a majority of the board, in an open meeting, acknowledges the acceptance of the gift not later than the 90th day after the date the gift is accepted.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997. Amended by Acts 1999, 76th Leg., ch. 143, § 1, eff. Sept. 1, 1999.

§ 575.004. Record of Gift

A state agency that accepts a gift must record the name of the donor, a description of the gift, and a statement of the purpose of the gift in:

(1) the minutes of the governing board of the agency; or

(2) appropriate agency records, if the agency does not have a governing board.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

§ 575.005. Acceptance of Gift From Party to Contested Case Prohibited

A state agency may not accept a gift from a person who is a party to a contested case before the agency until the 30th day after the date the decision in the case becomes final under Section 2001.144. In this section, "contested case" has the meaning assigned by Section 2001.003.

Added by Acts 1997, 75th Leg., ch. 336, § 1, eff. Sept. 1, 1997.

Exhibit B

**TEXAS NATURAL RESOURCE CONSERVATION COMMISSION
DECLARATION OF THIRD PARTY REIMBURSEMENT**

OVER \$500.00

September 08 through December 08

REIMBURSING ORGANIZATION NAME	TRAVELERS	DATES OF TRAVEL	DESTINATION	PURPOSE OF TRIP	REIMBURSED	REIMBURSED TOTAL
ASTSWMO Assoc of State Reat, Vickie L. & Territorial Solid Waste Management Officials		10/01/08-10/03/08	Washington, DC	ASTSWMO Sediments Focus Group Meeting	Public Transport: \$41.22 Air: \$331.00 Meals: \$68.08 Lodging: \$460.30 Parking: \$21.00 Baggage Fees: \$30.00 Personal Mileage: \$17.56	\$969.16
ASTSWMO Assoc of State Wehner, Eleanor & Territorial Solid Waste Management Officials		10/23/08-10/24/08	Baltimore, MD	Attend ASTSWMO's End of Year meeting	Public Transport: \$62.00 Air: \$291.00 Meals: \$80.00 Lodging: \$195.22 Parking: \$20.00 Personal Mileage: \$30.42	\$678.64
CENRAP Central States Regional Air Planning Organization	Pendleton, Kathy	09/10/08-09/11/08	Kansas City, Mo	Central Regional Planning (CENRAP) Policy Oversight Meeting	Air: \$432.00 Lodging: \$120.42	\$552.42

Central States Air Resource Agencies (CENSARA)	Foster, Brian	09/16/08-09/17/08	Kansas City, Mo	Attend the CENSARA Training Coordinators Meeting	\$656.36
				Air: \$419.00	
				Lodging: \$237.36	
EPA Environmental Protection Agency	Nettles, Russ	03/31/08-04/03/08	Research Triangle Pk, NC	EPA Remote Sensing Conference	\$902.81
				Rental Car: \$103.49	
				Air: \$220.00	
				Meals: \$207.25	
				Lodging: \$328.11	
				Parking: \$16.00	
				Other: \$5.74	
				Personal Mileage: \$22.22	
EPA Environmental Protection Agency	Niemeyer, Stephen M.	03/18/08-03/21/08	Washington, DC	To attend a GNEB Meeting	\$1,467.46
				Public Transportation: \$30.00	
				Rental Car: \$35.28	
				Air: \$477.00	
				Meals: \$224.00	
				Lodging: \$608.01	
				Parking: \$23.99	
				Gas: \$37.68	
				Business Calls: \$1.00	
				Tolls: \$5.50	
				Airport/Hotel Transportation: \$25.00	

EPA Environmental Protection Agency	Niemeyer, Stephen M.	06/17/08-06/19/08	Calxico, CA	Attend Good Neighbor Environmental Board meeting	\$908.96
				Air:	\$520.00
				Meals:	\$160.00
				Lodging:	\$168.00
				Parking:	\$28.00
				Personal Mileage:	\$16.16
				Hotel Tax:	\$16.80
EPA Environmental Protection Agency	Niemeyer, Stephen M.	09/22/08-09/25/08	El Paso, TX	Attend Good Neighbor Environmental Board meeting	\$803.58
				Air:	\$277.50
				Meals:	\$154.00
				Lodging:	\$261.00
				Parking:	\$32.00
				Airport/Hotel Transportation:	\$38.61
				Hotel Tax:	\$40.47
Mississippi State University	Young, Dorothy	07/20-07/22/08	New Orleans, LA	Attend SE-TAC Advisory Board Meeting	\$845.74
				Air:	\$455.50
				Meals:	\$96.00
				Lodging:	\$227.74
				Parking:	\$22.50
				Taxi/Shuttle:	\$44.00
Nueces River Authority	Ling, Edward	09/28/08-10/02/08	Corpus Christi, TX	Collect samples from wastewater facilities	\$648.95
				Rental Car:	\$278.82
				Meals:	\$76.88
				Lodging:	\$293.25

US Department of Agricultural
Shaw, Brian W. 11/05/08-11/07/08 Washington, DC Attend and Participate in the Ag Air Quality Task Force Meeting \$1,430.96

Air: \$738.00
Meals: \$160.00
Lodging: \$418.00
Parking: \$30.00
Personal Mileage: \$42.12
Hotel Tax: \$42.84

US Environmental Protection Agency
Shaw, Brian W. 09/02/08-09/04/08 Washington, DC Attend and Participate in the US EPA Science Advisory Board \$678.21

Meals: \$160.00
Lodging: \$460.30
Parking: \$21.00
Personal Mileage: \$36.91

US Environmental Protection Agency
Shaw, Brian W. 09-30/08-10/02/08 Washington, DC Attend and Participate in the Science Advisory Boards Particulate Matter Meeting: \$640.54

Transportation: \$5.00
Meals: \$160.00
Lodging: \$434.00
Personal Mileage: \$41.54

TOTALS: \$11,183.79 \$11,183.79

Exhibit C

DECLARATION OF THIRD-PARTY REIMBURSEMENT

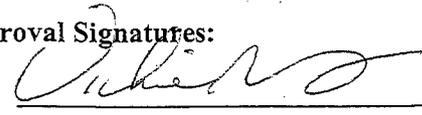
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6273.

- (1) Employee's Name: Vickie L. Reat
- (2) Dates of Travel: October 1-3, 2008
- (3) Destination: Washington, D.C.
- (4) Purpose: ASTSWMO Sediments Focus Group Meeting
- (5) Reimbursing Organization: Association of State and Territorial Solid Waste Management Officials

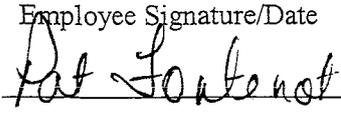
(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ 41.22	Super shuttle from Baltimore airport to DC plus METRO fares.
Rental Car	\$	
Air	\$ 331.00	
Meals	\$ 68.08	
Lodging	\$ 460.30	Includes hotel tax.
Parking	\$ 21.00	Austin airport
Other:	\$ 30.00	Baggage fees
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 17.56	To and from Austin airport.
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 969.15 <i>#16</i>	

Approval Signatures:

(7)  10/23/08

Employee Signature/Date

(8)  10/23/08

Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6273.

(1) Employee's Name: Eleanor T. Wehner
 (2) Dates of Travel: 10/23/2008 to 10/24/2008
 (3) Destination: Baltimore, MD
 (4) Purpose: Attend ASTSWMO's End of Year meeting
 (5) Reimbursing Organization: ASTSWMO

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ 62	
Rental Car	\$	
Air	\$ 291	
Meals	\$ 80	
Lodging	\$ 195.22	
Parking	\$ 20	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 30.42	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 678.64	

Approval Signatures:

(7) Eleanor T. Wehner (10/27/08)
 Employee Signature/Date

(8) [Signature] 10/27/08
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: MC181 or fax 239-6768.

(1) Employee's Name: Kathy Pendleton
 (2) Dates of Travel: Sept 10-11, 2008
 (3) Destination: Kansas City, Missouri
 (4) Purpose: Central Regional Planning (CENRAP) Policy Oversight Meeting
 (5) Reimbursing Organization: CENRAP

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$ 432	Paid directly by CENRAP
Public Transportation	\$	
Rental Car	\$	
Air	\$	
Meals	\$	
Lodging	\$ 120.42	Paid directly by CENRAP
Parking	\$	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 552.42	

Approval Signatures:

(7) Kathy Pendleton 9/23/08
 Employee Signature/Date

(8) [Signature] 9/23/08
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source. TCEQ-10051 (Rev. 03/2008)

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: MC181 or fax 239-6768.

- (1) Employee's Name: BRIAN FOSTER
- (2) Dates of Travel: SEPTEMBER 16-17, 2008
- (3) Destination: KANSAS CITY, MISSOURI
- (4) Purpose: ATTEND THE CENSARA TRAINING COORDINATORS MEETING
- (5) Reimbursing Organization: CENTRAL STATES AIR RESOURCE AGENCIES (CENSARA)

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$ 419.00	
Meals	\$	
Lodging	\$ 237.36	
Parking	\$	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 656.36	

Approval Signatures:

(7) Brian Foster 9-25-08
Employee Signature/Date

(8) Tim Pella 9/25/08
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

TCEQ-10051 (Rev. 03/2008)

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: MC215.

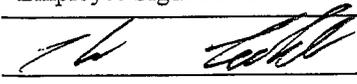
(1) Employee's Name: Russ Nettles
 (2) Dates of Travel: 03/31/08 to 04/03/08
 (3) Destination: Research Triangle Park, NC
 (4) Purpose: EPA Remote Sensing Conference
 (5) Reimbursing Organization: EPA

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$ 103.49	
Air	\$ 220.00	*Prepaid by EPA
Meals	\$ 207.25	
Lodging	\$ 328.11	
Parking	\$ 16	
Other:	05.74	
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 22.22	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	<u>\$ 902.81</u> \$ 682.81	<i>* not added in original total but should have been</i>

Approval Signatures:

(7)  9-24-08
 Employee Signature/Date

(8) 
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source. TCEQ-10051 (Rev. 01/2007)

DECLARATION OF THIRD-PARTY REIMBURSEMENT

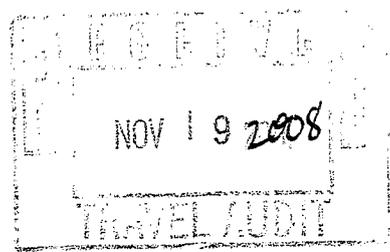
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6273.

(1) Employee's Name: Stephen M. Niemeyer
 (2) Dates of Travel: 03/18/2008-3/21/2008
 (3) Destination: Washington, DC
 (4) Purpose: To attend a GNEB Meeting
 (5) Reimbursing Organization: EPA

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$ 477.00	Direct Billed.
Public Transportation	\$ 30.00	Austin/Houston Transportation
Rental Car	\$ 35.28	
Air	\$	
Meals	\$ 224.00	
Lodging	\$ 608.01	
Parking	\$ 23.99	
Other: Gas	\$ 37.68	Gas
Business Telephone Calls	\$ 1.00	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$ 5.50	Highway/Bridge Tolls
	25.00	Airport/Hotel Transportation
Grand Total	\$ 1467.46	

Approval Signatures:
 (7) *Stephen M. Niemeyer* 11/14/08
 Employee Signature/Date
 (8) *Jim Han* 18 Nov 2009
 Supervisor Signature/Date



The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

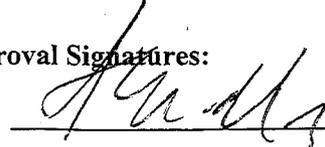
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6273.

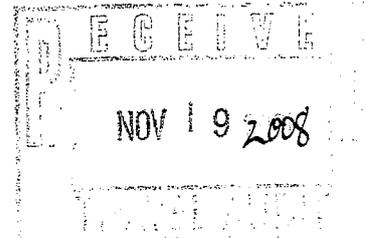
- (1) Employee's Name: Stephen M. Niemeyer
- (2) Dates of Travel: 06/17/08 – 06/19/08
- (3) Destination: Calexico, California
- (4) Purpose: Attend Good Neighbor Environmental Board meeting
- (5) Reimbursing Organization: EPA

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$ 520.00	Flight was directly billed to EPA.
Meals	\$ 160.00	
Lodging	\$ 168.00	
Parking	\$ 28.00	
Other:	\$	
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 16.16	32 mi.
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$ 16.80	Hotel tax
Grand Total	\$ 908.96	

Approval Signatures:

- (7)  11/14/08
Employee Signature/Date
- (8)  18 Nov 2008
Supervisor Signature/Date



The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6273.

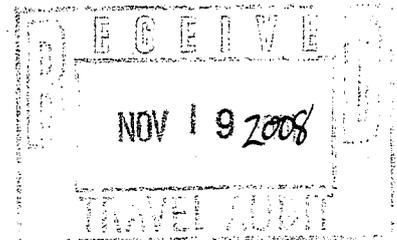
(1) Employee's Name: Stephen M. Niemeyer
 (2) Dates of Travel: 09/22/08-09/25/08
 (3) Destination: El Paso, TX
 (4) Purpose: Attend Good Neighbor Environmental Board meeting
 (5) Reimbursing Organization: EPA

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$ 277.50	Flight was directly billed to EPA.
Meals	\$ 154.00	
Lodging	\$ 261.00	
Parking	\$ 32.00	
Other:	\$	
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$ 38.61	Airport/Hotel Transportation
	40.47	Hotel Tax
Grand Total	\$ 803.58	

Approval Signatures:

(7) *Stephen M. Niemeyer* 11/19/08
 Employee Signature/Date
 (8) *[Signature]* 18 Nov 2008
 Supervisor Signature/Date



The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6273.

- (1) Employee's Name: Dorothy Young
- (2) Dates of Travel: July 20-22, 2008
- (3) Destination: New Orleans, LA.
- (4) Purpose: Attend SE-TAC Advisory Board meeting.
- (5) Reimbursing Organization: Mississippi State University

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$ 455.50	
Meals	\$ 96.00	
Lodging	\$ 227.74	
Parking	\$ 22.50	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$ 44.00	<u>Taxi + shuttle in LA.</u>
Grand Total	\$ 845.74	

REC'D BY TCEQ
 2008 SEP 4 PM 3 12
 FIN. ADMIN. DIV.

Approval Signatures:

- (7) Dorothy Young 28 August 2008
Employee Signature/Date
- (8) Vera Pre 8-28-08
Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6273.

(1) Employee's Name: Edward Ling
 (2) Dates of Travel: 9/29/08-10/2/08
 (3) Destination: Corpus Christi
 (4) Purpose: Collect samples from wastewater facilities
 (5) Reimbursing Organization: Nueces River Authority

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$ 278.82	Rental car and fuel
Air	\$	
Meals	\$ 76.88	
Lodging	\$ 293.25	
Parking	\$	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 648.95	

Approval Signatures:

(7) Edward Ling 10/16/08
 Employee Signature/Date

(8) Katherine Nelson 10/16/08
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

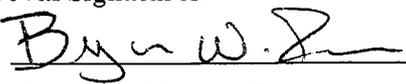
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: MC215.

(1) Employee's Name: Bryan W. Shaw
 (2) Dates of Travel: November 05 – 07, 2008
 (3) Destination: Washington, D.C.
 (4) Purpose: Attend and Participate in the Ag Air Quality Task Force Meeting
 (5) Reimbursing Organization: US Department of Agricultural

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$ 738.00	
Meals	\$ 160.00	
Lodging	\$ 418.00	
Parking	\$ 30.00	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 42.12	
Seminar Registration/Fees	\$ 42.84	Hotel Tax
Misc. (Describe under comments)	\$	
Grand Total	\$ 1430.96	

Approval Signatures:

(7)  11/13/08
 Employee Signature/Date

(8) _____
 Supervisor Signature/Date

The employee/supervisor signatures certify that the information provided is true and correct and the amount shown on the form is the (total) amount received from the reimbursing source.

DECLARATION OF THIRD-PARTY REIMBURSEMENT

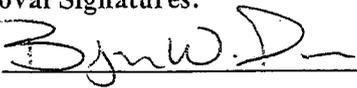
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: MC215.

- (1) Employee's Name: Bryan W. Shaw
- (2) Dates of Travel: September 2-4, 2008
- (3) Destination: Washington, D.C.
- (4) Purpose: Attend and Participate in the US EPA Science Advisory Board
- (5) Reimbursing Organization: US Environmental Protection Agency

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$	
Meals	\$ 160.00	
Lodging	\$ 460.30	
Parking	\$ 21.00	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 36.91	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 678.21	

Approval Signatures:

(7)  9/9/08
Employee Signature/Date

(8) _____
Supervisor Signature/Date

DECLARATION OF THIRD-PARTY REIMBURSEMENT

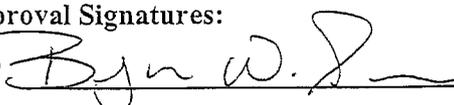
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and one copy forwarded to the Travel Unit, Attention: MC215.

(1) Employee's Name: Bryan W. Shaw
 (2) Dates of Travel: September 30 – October 2, 2008
 (3) Destination: Washington, D.C.
 (4) Purpose: Attend and Participate in the Science Advisory Boards Particulate Matter Meeting
 (5) Reimbursing Organization: US Environmental Protection Agency

(6) Itemized Expenses:

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ 5.00	
Rental Car	\$	
Air	\$	
Meals	\$ 160.00	
Lodging	\$ 434.00	
Parking	\$	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 41.54	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
Grand Total	\$ 640.54	

Approval Signatures:

(7)  10/09/08
 Employee Signature/Date

(8) _____
 Supervisor Signature/Date

Exhibit D

Texas Commission On Environmental Quality

INTEROFFICE MEMORANDUM

To: Mark R. Vickery, P.G.
Executive Director

Date: December 19, 2008

From:  David Timberger, Personnel Attorney
General Law Division

 Kevin McCalla, Director
General Law Division

 Stephanie Bergeron Perdue, Deputy Director
Office of Legal Services

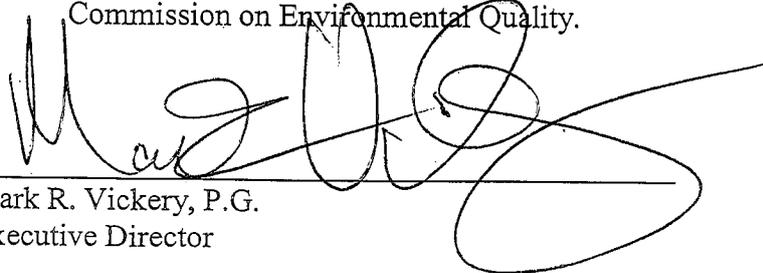
Caption: **Docket No. 2008-1903-MIS.** Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts and donations by certain agencies.

Chapter 575 of the Government Code gives some specific direction to state agencies regarding the acceptance of gifts and donations. Chapter 575 provides that the Commission must acknowledge the acceptance of all gifts of money or property with a value of \$500 or more in an open meeting no later than the 90th day after the date the gift is accepted. Chapter 575 further states the name of the donor, a description of the gift or donation, and a statement of the purpose of the gift or donation must be recorded in the minutes. Chapter 575 of the Government Code is attached as Exhibit "A."

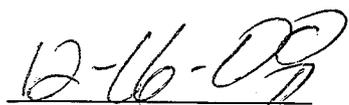
Before the Commission can acknowledge the acceptance of gifts and donations with a value of \$500 or more listed in Exhibit "B", the gifts must be accepted by the agency.

A list of gifts and donations is attached as Exhibit "B." A Declaration of Third Party Reimbursement form is submitted for each gift or donation listed in Exhibit "B." The Declaration of Third Party Reimbursement forms are attached as Exhibit "C." Your signature below is needed to "accept" the aforementioned and referenced exhibits. We recommend you sign this form and accept the gifts.

I acknowledge and accept the gifts listed in Exhibit "B", on behalf of the Texas Commission on Environmental Quality.



Mark R. Vickery, P.G.
Executive Director

Date: 

12-16-08

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY



A RESOLUTION Regarding acceptance of gifts and donations in accordance with Chapter 575 of the Government Code concerning acceptance of gifts and donations by certain state agencies;
2008-1903-MIS.

WHEREAS, Chapter 575 of the Government Code provides that a majority of the Commission must acknowledge the acceptance of all gifts of money or property with a value of \$500.00 or more in an open meeting no later than the 90th day after the date the gift is accepted.

WHEREAS, a list of gifts and donations submitted for acknowledgment is attached as Exhibit "A." The gifts have been accepted by the Executive Director. The list includes a description and amount of each gift or donation with a value of \$500.00 or more, the donor's name, and a statement regarding the purpose of each gift or donation in accordance with Section 575.004 of Chapter 575.

NOW, THEREFORE BE IT RESOLVED BY THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY that the Commission acknowledges acceptance of the gifts and donations listed in Exhibit "A" in accordance with Chapter 575 of the Government Code.

Issued this the ____ day of _____, 2009

TEXAS COMMISSION ON
ENVIRONMENTAL QUALITY

Buddy Garcia, Chairman

Exhibit A

**TEXAS NATURAL RESOURCE CONSERVATION COMMISSION
DECLARATION OF THIRD PARTY REIMBURSEMENT
OVER \$500.00**

September 08 through December 08

REIMBURSING ORGANIZATION NAME	TRAVELERS	DATES OF TRAVEL	DESTINATION	PURPOSE OF TRIP	REIMBURSED	REIMBURSED TOTAL
ASTSWMO Assoc of State Reat, Vickie L & Territorial Solid Waste Management Officials		10/01/08-10/03/08	Washington, DC	ASTSWMO Sediments Focus Group Meeting	Public Transport: \$41.22 Air: \$331.00 Meals: \$68.08 Lodging: \$460.30 Parking: \$21.00 Baggage Fees: \$30.00 Personal Mileage: \$17.56	\$969.16
ASTSWMO Assoc of State Wehner, Eleanor & Territorial Solid Waste Management Officials		10/23/08-10/24/08	Baltimore, MD	Attend ASTSWMO's End of Year meeting	Public Transport: \$62.00 Air: \$291.00 Meals: \$80.00 Lodging: \$195.22 Parking: \$20.00 Personal Mileage: \$30.42	\$678.64
CENRAP Central States Regional Air Planning Organization	Pendleton, Kathy	09/10/08-09/11/08	Kansas City, Mo	Central Regional Planning (CENRAP) Policy Oversight Meeting	Air: \$432.00 Lodging: \$120.42	\$552.42

Central States Air Resource Agencies (CENSARA)	Foster, Brian	09/16/08-09/17/08	Kansas City, Mo	Attend the CENSARA Training Coordinators Meeting	\$656.36
				Air:	\$419.00
				Lodging:	\$237.36
EPA Environmental Protection Agency	Nettles, Russ	03/31/08-04/03/08	Research Triangle Pk, NC	EPA Remote Sensing Conference	\$902.81
				Rental Car:	\$103.49
				Air:	\$220.00
				Meals:	\$207.25
				Lodging:	\$328.11
				Parking:	\$16.00
				Other:	\$5.74
				Personal Mileage:	\$22.22
EPA Environmental Protection Agency	Niemeyer, Stephen M.	03/18/08-03/21/08	Washington, DC	To attend a GNEB Meeting	\$1,467.46
				Public Transportation:	\$30.00
				Rental Car:	\$35.28
				Air:	\$477.00
				Meals:	\$224.00
				Lodging:	\$608.01
				Parking:	\$23.99
				Gas:	\$37.68
				Business Calls:	\$1.00
				Tolls:	\$5.50
				Airport/Hotel Transportation:	\$25.00

EPA Environmental Protection Agency	Niemeyer, Stephen M.	06/17/08-06/19/08	Calxico, CA	Attend Good Neighbor Environmental Board meeting	\$908.96
				Air:	\$520.00
				Meals:	\$160.00
				Lodging:	\$168.00
				Parking:	\$28.00
				Personal Mileage:	\$16.16
				Hotel Tax:	\$16.80
EPA Environmental Protection Agency	Niemeyer, Stephen M.	09/22/08-09/25/08	El Paso, TX	Attend Good Neighbor Environmental Board meeting	\$803.58
				Air:	\$277.50
				Meals:	\$154.00
				Lodging:	\$261.00
				Parking:	\$32.00
				Airport/Hotel	\$38.61
				Transportation:	
				Hotel Tax:	\$40.47
Mississippi State University	Young, Dorothy	07/20-07/22/08	New Orleans, LA	Attend SE-TAC Advisory Board Meeting	\$845.74
				Air:	\$455.50
				Meals:	\$96.00
				Lodging:	\$227.74
				Parking:	\$22.50
				Taxi/Shuttle:	\$44.00
Nueces River Authority	Ling, Edward	09/28/08-10/02/08	Corpus Christi, TX	Collect samples from wastewater facilities	\$648.95
				Rental Car:	\$278.82
				Meals:	\$76.88
				Lodging:	\$293.25

US Department of Agricultural
Shaw, Brian W. 11/05/08-11/07/08 Washington, DC Attend and Participate in the Ag Air Quality Task Force Meeting \$1,430.96

Air: \$738.00
Meals: \$160.00
Lodging: \$418.00
Parking: \$30.00
Personal Mileage: \$42.12
Hotel Tax: \$42.84

US Environmental Protection Agency
Shaw, Brian W. 09/02/08-09/04/08 Washington, DC Attend and Participate in the US EPA Science Advisory Board \$678.21

Meals: \$160.00
Lodging: \$460.30
Parking: \$21.00
Personal Mileage: \$36.91

US Environmental Protection Agency
Shaw, Brian W. 09-30/08-10/02/08 Washington, DC Attend and Participate in the Science Advisory Boards Particulate Matter Meeting: \$640.54

Transportation: \$5.00
Meals: \$160.00
Lodging: \$434.00
Personal Mileage: \$41.54

TOTALS: \$11,183.79 \$11,183.79