

**Texas Commission On Environmental Quality**  
**AGENDA ITEM REQUEST**

**AGENDA REQUESTED:** January 13, 2010

**DATE OF REQUEST:** October 28, 2009

**NAME & NUMBER OF PERSON TO CONTACT REGARDING CHANGES TO THIS REQUEST, IF NEEDED:** Barbara Mayer at 239-4739

**CAPTION:** Docket No. 2009-1750-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:**



**Russ Kimble, Acting Director**  
**General Law Division**

## 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.

# Texas Commission On Environmental Quality

## INTEROFFICE MEMORANDUM

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

Date: December 8, 2009

From:  David Timberger, Personnel Attorney  
General Law Division

 Russ Kimble, Acting Director  
General Law Division

 Stephanie Bergeron Perdue, Deputy Director  
Office of Legal Services

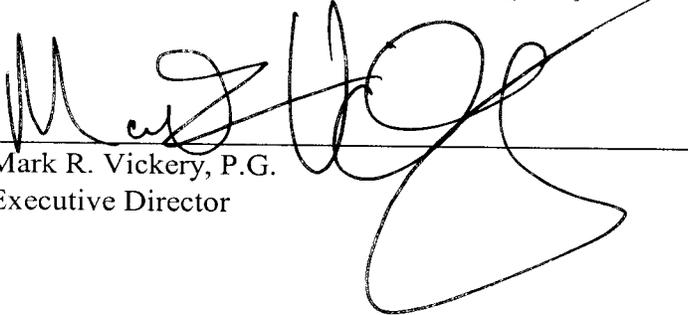
**Caption:** **Docket No. 2009-1750-MIS.** Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts and donations by certain agencies.

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 90<sup>th</sup> 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: 12-09-09

# **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

August 09 through December 09

REIMBURSING ORGANIZATION	TRAVELERS NAME	DATES OF TRAVEL	DESTINATION	PURPOSE OF TRIP	REIMBURSED	REIMBURSED TOTAL
El Colegio de la Frontera Norte (COLEF)	Niemeyer, Stephen	10/07/09-10/09/09	Monterrey, MX	To attend a conference and give a presentation on bi-national environmental efforts.	Air: \$573.11 Lodging: \$226.98	\$800.09
Environmental Protection Agency (EPA)	Niemeyer, Stephen	09/21/09-09/24/09	Nogales, AZ	To attend the Good Neighbor Environmental Board (GNEB) Committee meeting.	Air: \$585.40 Public Trans: \$10.00 Meals: \$136.50 Lodging: \$238.86 Parking: \$30.00 Personal Mileage: \$15.40 Phone Calls: \$1.50	\$1,017.66
Environmental Protection Agency (EPA)	Rubinstein, Carlos	10/13/09-10/15/09	Stowe, VT	Attend Governmental Advisory Committee Meeting.	Air: \$1,544.15 Meals: \$165.00 Lodging: \$224.00 Parking: \$60.00 Personal Mileage: \$30.80	\$2,023.95

Florida Dept of Environmental Protection/EPA	Smith, Steve	11/18/09-11/20/09	Dauphin Island, AL	Gulf of Mexico Alliance Field Round Robin.	Rental Car: \$75.00 Air: \$500.00 Meals: \$108.00 Lodging: \$230.00	\$913.00
FTN Associates, Ltd. (Contractor for Mississippi DEQ and NOAA)	Bohmfolk, Clyde E.	09/28/09-09/30/09	Mobile, AL (Spanish Fort)		Air: \$419.90 Rental Car: \$81.54 Meals: \$53.36 Lodging: \$151.18 Parking: \$30.00	\$735.98
State of Florida - Florida Dept of Environmental Protection	Bohmfolk, Clyde E.	08/04/09-08/06/09	Mobile, AL	Gulf Of Mexico Alliance "All Hands" meeting.	Air: \$663.90 Public Transport: \$25.00 Meals: \$132.00 Lodging: \$214.32 Parking: \$21.00	\$1,056.22
GOMA via the State of Florida Dept of Environmental Protection	Jenkins, Allison	08/03/09-08/06/09	Mobile, AL	Attend the Gulf of Mexico Alliance (GOMA) Governor's Action Plan Implementation and Integration Workshop.	Rental Car: \$177.36 Air: \$663.90 Meals: \$145.28 Lodging: \$328.20 Parking: \$54.72 Baggage Fees: \$30.00 Gasoline: \$12.41	\$1,411.87

US Department of Agriculture	Shaw, Bryan W.	09/14/09-09/17/09	Des Moines IA	Attend and Participate in the Ag Air Quality Task Force Meeting.	\$1,152.68
				Air:	\$597.40
				Meals:	\$154.00
				Lodging:	\$258.00
				Parking:	\$40.00
				Personal Mileage:	\$32.32
				Hotel Tax:	\$30.96
				Baggage Fees:	\$40.00

US Nuclear Regulatory Commission	Beleckis, Robert	07/19/09-07/23/09	Atlanta, GA	RESRAD Training Class.	\$1,653.66
				Public Transport:	\$4.50
				Air:	\$739.20
				Meals:	\$220.50
				Lodging:	\$648.60
				Tolls:	\$6.76
				Personal Mileage:	\$34.10
				<b>Totals:</b>	<b>\$10,765.11</b>
					<b>\$10,765.11</b>

# **Exhibit C**

# DECLARATION OF THIRD-PARTY REIMBURSEMENT

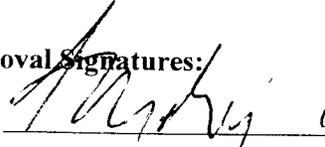
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6768.

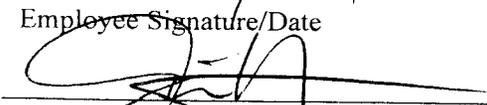
- (1) Employee's Name: Stephen M. Niemeyer, P.E. / Border Affairs Manager
- (2) Dates of Travel: October 7-9, 2009
- (3) Destination: Monterrey, Mexico
- (4) Purpose: To attend a conference and give a presentation on bi-national environmental efforts
- (5) Reimbursing Organization: El Colegio de la Frontera Norte (COLEF)

**(6) Itemized Expenses:**

Description	Total	Additional Comments
<b>Fares:</b>	\$ 573.11	
Public Transportation	\$	
Rental Car	\$	
Air	\$	
<b>Meals</b>	\$	
<b>Lodging</b>	\$ 226.98	
<b>Parking</b>	\$	
<b>Other:</b>		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
<b>Grand Total</b>	<b>\$ 800.09</b>	

**Approval Signatures:**

(7)  10/14/09  
Employee Signature/Date

(8)  10.16.09  
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 239-6768.

(1) Employee's Name: Stephen M. Niemeyer, P.E. / Border Affairs Manager

(2) Dates of Travel: September 21-24, 2009

(3) Destination: Nogales, AZ

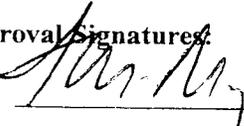
(4) Purpose: To attend the Good Neighbor Environmental Board (GNEB) Committee meeting

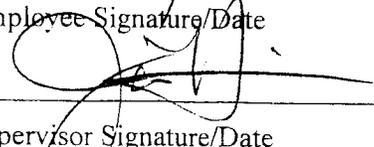
(5) Reimbursing Organization: Environmental Protection Agency (EPA)

**(6) Itemized Expenses:**

Description	Total	Additional Comments
<b>Fares:</b>	\$ 585.40	
Public Transportation	\$ 10.00	
Rental Car	\$	
Air	\$	
<b>Meals</b>	\$ 136.50	
<b>Lodging</b>	\$ 238.86	
<b>Parking</b>	\$ 30.00	
<b>Other:</b>		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 15.40	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$ 1.50	Phone Calls
<b>Grand Total</b>	<b>\$ 1,017.66</b>	

**Approval Signatures:**

(7)  10/30/09  
Employee Signature/Date

(8)  10/30/09  
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

# 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 239-6768.**

(1) Employee's Name: Carlos Rubinstein

(2) Dates of Travel: October 13 – October 15, 2009

(3) Destination: Stowe, Vermont

(4) Purpose: Attend Governmental Advisory Committee Meeting

(5) Reimbursing Organization: Environmental Protection Agency

**(6) Itemized Expenses:**

Description	Total	Additional Comments
<b>Fares:</b>		
Public Transportation	\$	
Rental Car	\$	
Air	\$ 1,544.15	
Meals	\$ 165.00	
Lodging	\$ 224.00	
Parking	\$ 60.00	
<b>Other:</b>		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 30.80	
Seminar Registration/Fees	\$	
Misc (Describe under comments)	\$	
<b>Grand Total</b>	<b>\$ 2,023.95</b>	

**Approval Signatures:**

(7)  10/30/09

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 TRAVEL REQUEST

Complete and submit any additional required forms to the TCEQ Travel Coordinators, MC 181 - Fax (512) 239-6768  
PLEASE USE ALL CAPS.

TR # \_\_\_\_\_  
(For Financial Admin Use Only)

SWABIZ (NON-REFUNDABLE)  WASHINGTON DC TRIP (Office Of State Federal Relation Form)  
THIRD PARTY (Ethics Attorney Approval Form)  OUT OF STATE - SEQUENCE # \_\_\_\_\_ (For three or more agency employees traveling to same duty point)  
TRAVEL ADVANCE FORM

JUSTIFICATION FOR MORE THAN ONE TRAVELER - Attach Justification for Travel, Tuition & Registration Form (TCEQ-10005)  
DATE REGIONAL DIRECTOR NOTIFIED \_\_\_\_\_

Contact SHIRLEY ASHWORTH

Phone 238-0592 E-Mail Sashwort Fax 239-5533

TRAVEL REQUEST FOR	E-MAIL	Employee ID #	INDEX	PCA	DIVISION	HQ	PHONE
CARLOS RUBINSTEIN	CRUBINST	00006058	01011	35010	COMMISSIONER	AUSTIN	239-5505

### OTHER EMPLOYEES TRAVELING TO SAME DESTINATION

1)	2)	3)	4)
----	----	----	----

**TRAVEL NEEDS**  Hotel  Rental Car  Personal Auto  State Vehicle  Other

**PURPOSE OF TRAVEL**  
Who, where, why and benefit to the agency  
NO ABBREVIATIONS

COMMISSIONER RUBINSTEIN WILL TRAVEL TO VERMONT TO ATTEND THE ENVIRONMENTAL PROTECTION AGENCY'S GOVERNMENTAL ADVISORY COMMITTEE MEETING (GAC). MEMBERS OF GAC PARTICIPATE IN DISCUSSIONS AND DECISIONS ON ENVIRONMENTAL ISSUES WHICH HELP SHAPE U.S. POLICIES TO IMPROVE THE ENVIRONMENT AND HEALTH CONDITIONS OF THE UNITED STATES, CANADA AND MEXICO.

**TRAVEL INFORMATION NOTE: TRAVELERS WITH DIFFERENT ITINERARIES COMPLETE PAGE TWO**

DESTINATION	BURLINGTON-STOWE, VERMONT	EVENT BEGINS DATE/TIME	OCTOBER 13, 2009	EVENT ENDS DATE/TIME	OCTOBER 15, 2009
PREFERENCES					
DEPART FROM	CITY <th>DATE</th> <td></td> <th>FLIGHT TIME</th> <td>M AIRPORT</td>	DATE		FLIGHT TIME	M AIRPORT
RETURN FROM					ROUND TRIP
					BILL PERSONAL CARD
					CONTRACT / REFUNDABLE
					NON-REFUNDABLE

**RENTAL CAR / HOTEL RESERVATIONS**

NOTE: CREDIT CARD IS REQUIRED TO PICK UP CAR RENTALS AND BOOK HOTEL ROOMS

CAR COMPANY	PICK UP LOCATION	PICKED UP BY & TIME	RETURN DATE & TIME

**HOTEL & LOCATION**

A) \_\_\_\_\_ B) \_\_\_\_\_

\*\*\* Traveler is responsible for hotel cancellation. A fee may be imposed for non-cancellation and may not be reimbursed. \*\*\*

**APPROVAL**

ASAC / Manager/Regional Director	Division Director (Travel Advance)	Deputy Director (Out of State Travel)	Executive / Deputy Executive Director
Date	Date	Date	Date



# DECLARATION OF THIRD-PARTY REIMBURSEMENT

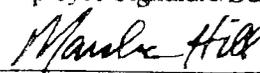
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6768.

- (1) Employee's Name: Steve Smith
- (2) Dates of Travel: November 18-20, 2009
- (3) Destination: Dauphin Island, Alabama
- (4) Purpose: Gulf of Mexico Alliance Field Round Robin
- (5) Reimbursing Organization: Florida Dept of Environmental Protection/CEPA

**(6) Itemized Expenses:**

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ N/A	
Rental Car	\$ 75.00	
Air	\$ 500.00	
Meals	\$ 108.00	
Lodging	\$ 230.00	
Parking	\$ N/A	
Other:		
Business Telephone Calls	\$ N/A	
Personal Vehicle Mileage	\$ N/A	
Seminar Registration/Fees	\$ N/A	
Misc (Describe under comments)	\$ N/A	
<b>Grand Total</b>	<b>\$ 913.00</b>	

**Approval Signatures:**

- (7)  10/29/09  
Employee Signature/Date
- (8)  11-3-09  
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 239-6768.

(1) Employee's Name: Clyde E. Bohmfalk  
 (2) Dates of Travel: September 28-30, 2009  
 (3) Destination: Mobile, Alabama (Spanish Fort, Alabama)  
 (4) Purpose: Gulf of Mexico Alliance Nutrient Priority Issues Team workshop  
 (5) Reimbursing Organization: FTN Associates, Ltd.

(6) Itemized Expenses: (Contractor for Mississippi DEQ and NOAA)

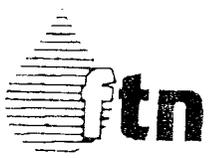
Description	Total	Additional Comments
Fares:	\$ 419.90	
Public Transportation	\$	
Rental Car	\$ 81.54	
Air	\$	
Meals	\$ 53.36	
Lodging	\$ 151.18	
Parking	\$ 30.00	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
<b>Grand Total</b>	<b>\$ 735.98</b>	

**Approval Signatures:**

(7) Clyde E. Bohmfalk 10/14/09  
 Employee Signature/Date

(8) Keel 10-16-09  
 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.



**FTN ASSOCIATES, LTD.**  
#3 INNWOOD CIRCLE, SUITE 220  
LITTLE ROCK, ARKANSAS 72211  
(501) 225-7779

**REGIONS BANK**  
ARKANSAS  
81-10-820

CHECK DATE October 9, 2009

PAY Seven Hundred Thirty Five and 98/100 Dollars

TO Clyde E Bohmfalk  
7604 Mullen Drive  
Austin, TX 78757-1238

AMOUNT 735.98

*[Handwritten Signature]*  
FOR AMOUNTS IN EXCESS OF \$500.00 TWO SIGNATURES REQUIRED

\_\_\_\_\_  
AUTHORIZED SIGNATURE

⑈065118⑈ ⑆082000409⑆ 8009746471⑈

## 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 239-6768.

- (1) Employee's Name: Clyde E. Bohmfalk
- (2) Dates of Travel: August 4-6, 2009
- (3) Destination: Mobile, Alabama
- (4) Purpose: Gulf of Mexico Alliance "All-Hands" meeting
- (5) Reimbursing Organization: State of Florida – Florida Dept. of Env. Prot.

**(6) Itemized Expenses:**

Description	Total	Additional Comments
Fares:	\$ 663.90	
Public Transportation	\$ 25.00	
Rental Car	\$	
Air	\$	
Meals	\$ 132.00	
Lodging	\$ 214.32	
Parking	\$ 21.00	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
<b>Grand Total</b>	<b>\$ 1056.22</b>	

**Approval Signatures:**

(7) Clyde E. Bohmfalk 10/15/09  
Employee Signature/Date

(8) [Signature] 10-16-09  
Supervisor Signature/Date

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



FLORIDA DEPARTMENT OF FINANCIAL SERVICES

FLAIR ACCOUNT CODE SWDN ADN OBJECT DATE WARRANT NO 37-202281019-37500400-00-10208000 [10000194086 VT00887 2620 10/07/09 04-0391192-0 53-1012 632

VOID AFTER 12 MONTHS 4-12 547 246

STATE OF FLORIDA DEPARTMENT OF FINANCIAL SERVICES

AMOUNT

\$\*\*\*\*\*1,056.22

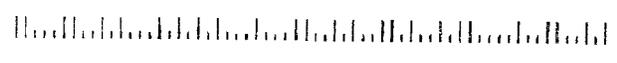
PAY ONE-THOUSAND-FIFTY-SIX & 22/100 DOLLARS

EXPENSE WARRANT

TO DIVISION OF TREASURY TALLAHASSEE

TO THE ORDER OF BOHMFALK C. 7604 MULLEN DR. AUSTIN TX 78757

Alex Sink ALEX SINK, CHIEF FINANCIAL OFFICER



1152257500882025210725001 0006115007001 T-681 P 03/03 F-904

001-22-08 03:26pm From-

## 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 239-6768.**

(1) Employee's Name: Allison Jenkins

(2) Dates of Travel: August 3-6, 2009

(3) Destination: Mobile, AL

(4) Purpose: Attend the Gulf of Mexico Alliance (GOMA) Governors' Action Plan Implementation and Integration Workshop

(5) Reimbursing Organization: GOMA via the State of Florida Dept of Environmental Protection

**(6) Itemized Expenses:**

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ --	
Rental Car	\$ 177.36	
Air	\$ 663.90	
Meals	\$ 145.28	
Lodging	\$ 328.20	Battle House Inn, Mobile, AL
Parking	\$ 54.72	Parking at hotel
Other:		
Business Telephone Calls	\$ --	
Personal Vehicle Mileage	\$ --	
Seminar Registration/Fees	\$ --	
Misc. (Describe under comments)	\$ 30	Fees for checking baggage to (\$15) and from (\$15) Mobile
	12.41	Gas for rental car
<b>Grand Total</b>	<b>\$ 1411.87</b>	

**Approval Signatures:**

(7) Allison Jenkins 4 Sep 09

Employee Signature/Date

(8) [Signature] 9-4-09

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 14-17, 2009  
 (3) Destination: Des Moines, Iowa  
 (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
<b>Fares:</b>	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$ 597.40	
<b>Meals</b>	\$ 154.00	
<b>Lodging</b>	\$ 258.00	
<b>Parking</b>	\$ 40.00	
<b>Other:</b>		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 32.32	
Seminar Registration/Fees	\$ 30.96	Hotel Tax
Misc. (Describe under comments)	\$ 40.00	Checked baggage
<b>Grand Total</b>	<b>\$ 1152.68</b>	

**Approval Signatures:**

(7) Bryan W. Shaw 9/21/09  
 Employee Signature/Date

(8) Bryan W. Shaw 9/21/09  
 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 239-6768.

(1) Employee's Name: Robert Beleckis

(2) Dates of Travel: July 19-23, 2009

(3) Destination: Atlanta, Georgia

(4) Purpose: RESRAD Training Class

(5) Reimbursing Organization: US Nuclear Regulatory Commission

**(6) Itemized Expenses:**

Description	Total	Additional Comments
<b>Fares:</b>	\$	
Public Transportation	\$ 4.50	Metro train from airport to hotel and back.
Rental Car	\$ 0	
Air	\$ 739.20	Includes cost of checking luggage.
<b>Meals</b>	\$ 220.50	
<b>Lodging</b>	\$ 648.60	Includes state/county taxes.
<b>Parking</b>	\$ 0	
<b>Other:</b>	6.76	tolls
Business Telephone Calls	\$ 0	
Personal Vehicle Mileage	\$ 34.10	Paid for spouse to drop me off and pick me up at Bergstrom Int. Airport.
Seminar Registration/Fees	\$ 0	
Misc. (Describe under comments)	\$ 0	
<b>Grand Total</b>	<del>\$ 1646.90</del>	<i>(corrected addition to \$1653.66)</i>

**Approval Signatures:**

(7) *Robert Beleckis* 8/28/2009  
Employee Signature/Date

(8) *Dary L. Smith* 8/31/09  
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 8, 2009

**From:**  David Timberger, Personnel Attorney  
General Law Division

 Russ Kimble, Acting Director  
General Law Division

 Stephanie Bergeron Perdue, Deputy Director  
Office of Legal Services

**Caption:** **Docket No. 2009-1750-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 90<sup>th</sup> 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**

August 09 through December 09

Over \$500.00

REIMBURSING ORGANIZATION	TRAVELERS NAME	DATES OF TRAVEL	DESTINATION	PURPOSE OF TRIP	REIMBURSED	REIMBURSED TOTAL
El Colegio de la Frontera Norte (COLEF)	Niemeyer, Stephen	10/07/09-10/09/09	Monterrey, MX	To attend a conference and give a presentation on bi-national environmental efforts.	Air: \$573.11 Lodging: \$226.98	\$800.09
Environmental Protection Agency (EPA)	Niemeyer, Stephen	09/21/09-09/24/09	Nogales, AZ	To attend the Good Neighbor Environmental Board (GNEB) Committee meeting.	Air: \$585.40 Public Trans: \$10.00 Meals: \$136.50 Lodging: \$238.86 Parking: \$30.00 Personal Mileage: \$15.40 Phone Calls: \$1.50	\$1,017.66
Environmental Protection Agency (EPA)	Rubinstein, Carlos	10/13/09-10/15/09	Stowe, VT	Attend Governmental Advisory Committee Meeting.	Air: \$1,544.15 Meals: \$165.00 Lodging: \$224.00 Parking: \$60.00 Personal Mileage: \$30.80	\$2,023.95

Florida Dept of Environmental Protection/EPA	Smith, Steve	11/18/09-11/20/09	Dauphin Island, AL	Gulf of Mexico Alliance Field Round Robin.						\$913.00
					Rental Car:	\$75.00				
					Air:	\$500.00				
					Meals:	\$108.00				
					Lodging:	\$230.00				
FTN Associates, Ltd. (Contractor for Mississippi DEQ and NOAA)	Bohmfolk, Clyde E.	09/28/09-09/30/09	Mobile, AL (Spanish Fort)							\$735.98
					Air:	\$419.90				
					Rental Car:	\$81.54				
					Meals:	\$53.36				
					Lodging:	\$151.18				
					Parking:	\$30.00				
State of Florida - Florida Dept of Environmental Protection	Bohmfolk, Clyde E.	08/04/09-08/06/09	Mobile, AL	Gulf Of Mexico Alliance "All Hands" meeting.						\$1,056.22
					Air:	\$663.90				
					Public Transport:	\$25.00				
					Meals:	\$132.00				
					Lodging:	\$214.32				
					Parking:	\$21.00				
GOMA via the State of Florida Dept of Environmental Protection	Jenkins, Allison	08/03/09-08/06/09	Mobile, AL	Attend the Gulf of Mexico Alliance (GOMA) Governor's Action Plan Implementation and Integration Workshop.						\$1,411.87
					Rental Car:	\$177.36				
					Air:	\$663.90				
					Meals:	\$145.28				
					Lodging:	\$328.20				
					Parking:	\$54.72				
					Baggage Fees:	\$30.00				
					Gasoline:	\$12.41				

US Department of Agriculture  
 Shaw, Bryan W.  
 09/14/09-09/17/09  
 Des Moines, IA  
 Attend and Participate in the Ag Air Quality Task Force Meeting  
 \$1,152.68

Air: \$597.40  
 Meals: \$154.00  
 Lodging: \$258.00  
 Parking: \$40.00  
 Personal Mileage: \$32.32  
 Hotel Tax: \$30.96  
 Baggage Fees: \$40.00

US Nuclear Regulatory Commission  
 Beleckis, Robert  
 07/19/09-07/23/09  
 Atlanta, GA  
 RESRAD Training Class.  
 \$1,653.66

Public Transport: \$4.50  
 Air: \$739.20  
 Meals: \$220.50  
 Lodging: \$648.60  
 Tolls: \$6.76  
 Personal Mileage: \$34.10

**Totals: \$10,765.11 \$10,765.11**

# **Exhibit C**

# DECLARATION OF THIRD-PARTY REIMBURSEMENT

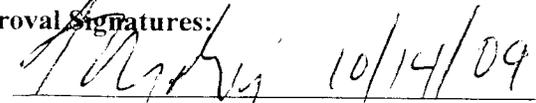
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6768.

- (1) Employee's Name: Stephen M. Niemeyer, P.E. / Border Affairs Manager
- (2) Dates of Travel: October 7-9, 2009
- (3) Destination: Monterrey, Mexico
- (4) Purpose: To attend a conference and give a presentation on bi-national environmental efforts
- (5) Reimbursing Organization: El Colegio de la Frontera Norte (COLEF)

**(6) Itemized Expenses:**

Description	Total	Additional Comments
<b>Fares:</b>	\$ 573.11	
Public Transportation	\$	
Rental Car	\$	
Air	\$	
<b>Meals</b>	\$	
<b>Lodging</b>	\$ 226.98	
<b>Parking</b>	\$	
<b>Other:</b>		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
<b>Grand Total</b>	<b>\$ 800.09</b>	

**Approval Signatures:**

(7)  10/14/09

Employee Signature/Date

(8)  10.16.09

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

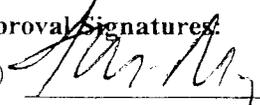
After the trip is taken, it is the employee's responsibility to file for reimbursement from the reimbursing organization. Upon receipt of payment from the Third-Party, this form is to be completed and forwarded to the Travel Unit, MC 181 or fax to 239-6768.

- (1) Employee's Name: Stephen M. Niemeyer, P.E. / Border Affairs Manager
- (2) Dates of Travel: September 21-24, 2009
- (3) Destination: Nogales, AZ
- (4) Purpose: To attend the Good Neighbor Environmental Board (GNEB) Committee meeting
- (5) Reimbursing Organization: Environmental Protection Agency (EPA)

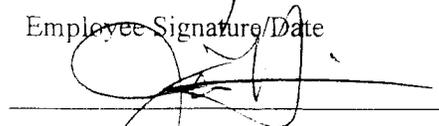
**(6) Itemized Expenses:**

Description	Total	Additional Comments
<b>Fares:</b>	\$ 585.40	
Public Transportation	\$ 10.00	
Rental Car	\$	
Air	\$	
<b>Meals</b>	\$ 136.50	
<b>Lodging</b>	\$ 238.86	
<b>Parking</b>	\$ 30.00	
<b>Other:</b>		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 15.40	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$ 1.50	Phone Calls
<b>Grand Total</b>	<b>\$ 1,017.66</b>	

**Approval Signatures:**

(7)  10/30/09

Employee Signature/Date

(8)  10/30/09

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.





# TCEQ TRAVEL REQUEST

Complete and submit any additional required forms to the TCEQ Travel Coordinators, MC 181 - Fax (512) 239-6768  
PLEASE USE ALL CAPS.

TR #

(For Financial Admin Use Only)

<input checked="" type="checkbox"/>	SWABIZ (NON-REFUNDABLE)
<input checked="" type="checkbox"/>	THIRD PARTY (Ethics Attorney Approval Form)
<input type="checkbox"/>	WASHINGTON DC TRIP (Office Of State Federal Relation Form)
<input type="checkbox"/>	OUT OF STATE - SEQUENCE #

(For three or more agency employees traveling to same duty point)

TRAVEL ADVANCE FORM

JUSTIFICATION FOR MORE THAN ONE TRAVELER - Attach Justification for Travel, Tuition & Registration Form (ICEQ-10005)

DATE REGIONAL DIRECTOR NOTIFIED

Contact SHIRLEY ASHWORTH

Phone 239-0592 E-Mail Sashwort Fax 239-5533

TRAVEL REQUEST FOR	E-MAIL	Employee ID #	INDEX	PCA	DIVISION	HQ	PHONE
CARLOS RUBINSTEIN	CRUBINST	00006059	01011	35010	COMMISSIONER	AUSTIN	239-5505

### OTHER EMPLOYEES TRAVELING TO SAME DESTINATION

1)	2)	3)	4)
----	----	----	----

TRAVEL NEEDS	Airfare	Hotel	Rental Car	Personal Auto	State Vehicle	Other
PURPOSE OF TRAVEL COMMISSIONER RUBINSTEIN WILL TRAVEL TO VERMONT TO ATTEND THE ENVIRONMENTAL PROTECTION AGENCY'S GOVERNMENTAL ADVISORY COMMITTEE MEETING (GAC). MEMBERS OF GAC PARTICIPATE IN DISCUSSIONS AND DECISIONS ON ENVIRONMENTAL ISSUES WHICH HELP SHAPE U.S. POLICIES TO IMPROVE THE ENVIRONMENT AND HEALTH CONDITIONS OF THE UNITED STATES, CANADA AND MEXICO						

### TRAVEL INFORMATION NOTE: TRAVELERS WITH DIFFERENT ITINERARIES COMPLETE PAGE TWO.

DESTINATION	BURLINGTON-STOWE, VERMONT	EVENT BEGINS DATE/TIME	OCTOBER 14, 2009	EVENT ENDS DATE/TIME	OCTOBER 15, 2009
PREFERENCES	CITY	DATE	FLIGHT TIME	M	AIRPORT
DEPART FROM					
RETURN FROM					
					ROUND TRIP
					BILL PERSONAL CARD
					CONTRACT / REFUNDABLE
					ONE WAY
					BILL TCEQ
					NON-REFUNDABLE

### RENTAL CAR / HOTEL RESERVATIONS

NOTE: CREDIT CARD IS REQUIRED TO PICK UP CAR RENTALS AND BOOK HOTEL ROOMS

CAR COMPANY	PICK UP LOCATION	PICKED UP BY & TIME	RETURN DATE & TIME

\*\*\* Traveler is responsible for hotel cancellation. A fee may be imposed for non-cancellation and may not be reimbursed. \*\*\*

HOTEL & LOCATION	A)	B)	ROOM FOR	CONFIRMATION NO. & RATE

Signature	Manager/Regional Director	Date	Signature	Deputy Director (Out of State Travel)	Date	Signature	Executive / Deputy Executive Director	Date

APPROVAL

<b>TRAVEL VOUCHER</b> <small>(Read Privacy Act Statement on the back)</small>		<b>1. DEPARTMENT OR ESTABLISHMENT</b> BUREAU DIVISION OR OFFICE		<b>2. TYPE OF TRAVEL</b> <input checked="" type="checkbox"/> TEMPORARY DUTY <input type="checkbox"/> PERMANENT CHANGE OF STATION		<b>3. VOUCHER NO.</b> CRSTOWEVT101309 V01	
<b>6. NAME (Last, first, middle initial)</b> RUBINSTEIN, CARLOS		<b>b. SOCIAL SECURITY NO</b> EPA-10-003342		<b>6. PERIOD OF TRAVEL</b> a FROM 10/13/09 b TO 10/15/09		<b>4. SCHEDULE NO.</b>	
<b>c. MAILING ADDRESS (Include ZIP Code)</b> POB 13087 AUSTIN, TX 78711		<b>d. OFFICE TELEPHONE NO</b> 0000000000		<b>7. TRAVEL AUTHORIZATION</b> a NUMBER(S) DPX122 b DATE(S) 09/28/09		<b>10. CHECK NO</b>	
<b>e. PRESENT DUTY STATION</b>		<b>f. RESIDENCE (City and State)</b> AUSTIN, TX		<b>8. TRAVEL ADVANCE</b>		<b>11. PAID BY</b>	
a Outstanding 0.00		b. CASH PAYMENT RECEIPT		a DATE RECEIVED		b AMOUNT RECEIVED \$	
c Amount to be applied 0.00		c PAYEE'S SIGNATURE		D. Balance outstanding			
c Amount due Government (Attached <input type="checkbox"/> Check <input type="checkbox"/> Cash)							
<b>12. GOVERNMENT TRANSPORTATION REQUESTS, OR TRANSPORTATION TICKETS, IF PURCHASED WITH CASH</b> <small>(List by number below and attach passenger coupon. If cash is used show claim on reverse side)</small>		I hereby assign the United States any right I may have against any parties in connection with reimbursable transportation charges described below, purchased under cash payment procedures (FPMR 101-7)				Traveler's Initials	
		<b>AGENT'S VALUATION OF TICKET</b> (a)	<b>ISSUING CARRIER</b> (Initials) (b)	<b>MODE CLASS OF SERVICE AND ACCOMMODATIONS</b> (c)	<b>DATE ISSUED</b> (d)	<b>POINTS OF TRAVEL</b> FROM (e) TO (f)	
FACPAG		1,502.40				479.80	NR- 1,544.
ACCOUNTING CLASSIFICATION: 09 OA 0910-L9T^20092010^B^11L^ZZZMB&S^^^AP27^^^							
COMMENTS: To attend the GAC committee meeting in Stowe, VT - October 13-15, 2009							
<b>13. I certify that this voucher is true and correct to the best of my knowledge and belief, and that payment or credit has not been received by me. When applicable, per diem claimed is based on the average cost of lodging incurred during the period covered by this voucher.</b>		<b>TRAVELER SIGN HERE</b>		<b>DATE</b> 11/9/09		<b>AMOUNT CLAIMED</b> 479.80	
<b>NOTE:</b> Falsification of an item in an expense account works a forfeiture of claim (28 U.S.C. 2514) and may result in a fine of not more than \$10,000 or imprisonment for not more than 5 years or both (18 U.S.C. 287, i.d. 1001).							
<b>14. This voucher is approved. Long distance phone calls, if any, are certified as necessary in the interest of the Government. (NOTE: If long distance telephone calls are included, the approving official must have been authorized in writing by the head of the department or agency to so certify (31 U.S.C. 680a).)</b>		<b>APPROVING OFFICIAL SIGN HERE</b>		<b>DATE</b>		<b>17. FOR FINANCE OFFICE USE ONLY COMPUTATION</b>	
						a DIFFERENCES, IF ANY (Explain and show amount) \$	
<b>15. LAST PRECEDING VOUCHER PAID UNDER SAME TRAVEL AUTHORIZATION</b>		a VOUCHER NO		b D.O. SYMBOL		c MONTH & YEAR	
						b TOTAL VERIFIED CORRECT FOR CHARGE TO APPROPRIATION Certifier's initials: \$	
<b>16. THIS VOUCHER IS CERTIFIED CORRECT AND PROPER FOR PAYMENT</b>		<b>AUTHORIZED CERTIFYING OFFICIAL SIGN HERE</b>		<b>DATE</b>		c APPLIED TO TRAVEL ADVANCE (Appropriation symbol) \$ 0.00	
						d NET TO TRAVELER \$ 479.80	
<b>18. ACCOUNTING CLASSIFICATION</b> SEE BLOCK 12 ABOVE							

# 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 239-6768.

- (1) Employee's Name: Steve Smith
- (2) Dates of Travel: November 18-20, 2009
- (3) Destination: Dauphin Island, Alabama
- (4) Purpose: Gulf of Mexico Alliance Field Round Robin
- (5) Reimbursing Organization: Florida Dept of Environmental Protection/CEA

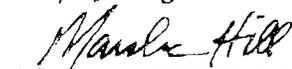
**(6) Itemized Expenses:**

Description	Total	Additional Comments
Fares:	\$ _____	_____
Public Transportation	\$ <u>N/A</u>	_____
Rental Car	\$ <u>75.00</u>	_____
Air	\$ <u>500.00</u>	_____
Meals	\$ <u>108.00</u>	_____
Lodging	\$ <u>230.00</u>	_____
Parking	\$ <u>N/A</u>	_____
Other:		
Business Telephone Calls	\$ <u>N/A</u>	_____
Personal Vehicle Mileage	\$ <u>N/A</u>	_____
Seminar Registration/Fees	\$ <u>N/A</u>	_____
Misc (Describe under comments)	\$ <u>N/A</u>	_____
<b>Grand Total</b>	<b>\$ <u>913.00</u></b>	_____

**Approval Signatures:**

(7)  10/29/09

Employee Signature/Date

(8)  11-3-09

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 239-6768.

- (1) Employee's Name: Clyde E. Bohmfalk
- (2) Dates of Travel: September 28-30, 2009
- (3) Destination: Mobile, Alabama (Spanish Fort, Alabama)
- (4) Purpose: Gulf of Mexico Alliance Nutrient Priority Issues Team workshop
- (5) Reimbursing Organization: FTN Associates, Ltd.

(6) Itemized Expenses: (Contractor for Mississippi DEQ and NOAA)

Description	Total	Additional Comments
Fares:	\$ 419.90	
Public Transportation	\$	
Rental Car	\$ 81.54	
Air	\$	
Meals	\$ 53.36	
Lodging	\$ 151.18	
Parking	\$ 30.00	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
<b>Grand Total</b>	<b>\$ 735.98</b>	

Approval Signatures:

(7) Clyde E. Bohmfalk 10/14/09  
Employee Signature/Date

(8) Keel 10-16-09  
Supervisor Signature/Date

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



**FTN ASSOCIATES, LTD.**  
#3 INNWOOD CIRCLE, SUITE 220  
LITTLE ROCK, ARKANSAS 72211  
(501) 225-7779

**REGIONS BANK**  
ARKANSAS  
81-10-820

CHECK DATE October 9, 2009

PAY Seven Hundred Thirty Five and 98/100 Dollars

TO Clyde E Bohmfalk  
7604 Mullen Drive  
Austin, TX 78757-1238

AMOUNT 735.98

FOR AMOUNTS IN EXCESS OF \$500.00 TWO SIGNATURES REQUIRED

AUTHORIZED SIGNATURE

⑈065118⑈ ⑆082000209⑆ 800974647⑈

## 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 239-6768.

- (1) Employee's Name: Clyde E. Bohmfalk
- (2) Dates of Travel: August 4-6, 2009
- (3) Destination: Mobile, Alabama
- (4) Purpose: Gulf of Mexico Alliance "All-Hands" meeting
- (5) Reimbursing Organization: State of Florida - Florida Dept. of Env. Prot.

**(6) Itemized Expenses:**

Description	Total	Additional Comments
Fares:	\$ 663.90	
Public Transportation	\$ 25.00	
Rental Car	\$	
Air	\$	
Meals	\$ 132.00	
Lodging	\$ 214.32	
Parking	\$ 21.00	
Other:		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$	
Seminar Registration/Fees	\$	
Misc. (Describe under comments)	\$	
<b>Grand Total</b>	<b>\$ 1056.22</b>	

**Approval Signatures:**

(7) Clyde E. Bohmfalk 10/15/09  
Employee Signature/Date

(8) [Signature] 10-16-09  
Supervisor Signature/Date

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



FLORIDA  
DEPARTMENT OF  
FINANCIAL  
SERVICES

37-202261019-37500400-00-10208000 SWDN ADN OBJECT DATE WARRANT NO 03-1012  
0000194086 VT00897 2620 10/07/09 04-0391192-0 037  
OLO 370000 SITE 08 CONTACT (850) 245-2463 FOR PAYMENT QUESTIONS

VOID AFTER 12 MONTHS  
4-12 547 046

**STATE OF FLORIDA**  
DEPARTMENT OF FINANCIAL SERVICES

AMOUNT

\$\*\*\*\*\*1,056.22

PAY  
ONE-THOUSAND-FIFTY-SIX & 22/100 DOLLARS

EXPENSE WARRANT

TO THE  
ORDER OF

BOHMFALK C.  
7604 MULLEN DR.  
AUSTIN TX 78757

TO DIVISION OF TREASURY  
TALLAHASSEE

*Alex Sink*

ALEX SINK, CHIEF FINANCIAL OFFICER

|||||

15225750099202021072520299096922511  
T-681 P 03/03 F-904

Oct-22-08 03:26pm From-

### 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 239-6768.**

- (1) Employee's Name:           Allison Jenkins
- (2) Dates of Travel:           August 3-6, 2009
- (3) Destination:           Mobile, AL
- (4) Purpose:           Attend the Gulf of Mexico Alliance (GOMA) Governors' Action Plan Implementation and Integration Workshop
- (5) Reimbursing Organization:           GOMA via the State of Florida Dept of Environmental Protection

**(6) Itemized Expenses:**

Description	Total	Additional Comments
Fares:	\$	
Public Transportation	\$ --	
Rental Car	\$ 177.36	
Air	\$ 663.90	
Meals	\$ 145.28	
Lodging	\$ 328.20	Battle House Inn, Mobile, AL
Parking	\$ 54.72	Parking at hotel
Other:		
Business Telephone Calls	\$ --	
Personal Vehicle Mileage	\$ --	
Seminar Registration/Fees	\$ --	
Misc. (Describe under comments)	\$ 30	Fees for checking baggage to (\$15) and from (\$15) Mobile
	12.41	Gas for rental car
<b>Grand Total</b>	<b>\$ 1411.87</b>	

**Approval Signatures:**

(7)           Allison Jenkins           4 Sep 09  
 Employee Signature/Date

(8)           [Signature]           9-4-09  
 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 14-17, 2009  
 (3) Destination: Des Moines, Iowa  
 (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
<b>Fares:</b>	\$	
Public Transportation	\$	
Rental Car	\$	
Air	\$ 597.40	
<b>Meals</b>	\$ 154.00	
<b>Lodging</b>	\$ 258.00	
<b>Parking</b>	\$ 40.00	
<b>Other:</b>		
Business Telephone Calls	\$	
Personal Vehicle Mileage	\$ 32.32	
Seminar Registration/Fees	\$ 30.96	Hotel Tax
Misc. (Describe under comments)	\$ 40.00	Checked baggage
<b>Grand Total</b>	<b>\$ 1152.68</b>	

**Approval Signatures:**

(7) Bryan W. Shaw 9/21/09  
 Employee Signature/Date

(8) Bryan W. Shaw 9/21/09  
 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 239-6768.

(1) Employee's Name: Robert Beleckis

(2) Dates of Travel: July 19-23, 2009

(3) Destination: Atlanta, Georgia

(4) Purpose: RESRAD Training Class

(5) Reimbursing Organization: US Nuclear Regulatory Commission

**(6) Itemized Expenses:**

Description	Total	Additional Comments
<b>Fares:</b>	\$	
Public Transportation	\$ 4.50	Metro train from airport to hotel and back.
Rental Car	\$ 0	
Air	\$ 739.20	Includes cost of checking luggage.
<b>Meals</b>	\$ 220.50	
<b>Lodging</b>	\$ 648.60	Includes state/county taxes.
<b>Parking</b>	\$ 0	
<b>Other:</b>	6.76	tolls
Business Telephone Calls	\$ 0	
Personal Vehicle Mileage	\$ 34.10	Paid for spouse to drop me off and pick me up at Bergstrom Int. Airport.
Seminar Registration/Fees	\$ 0	
Misc. (Describe under comments)	\$ 0	
<b>Grand Total</b>	\$ <del>1646.90</del>	(corrected addition to # 1653.66)

**Approval Signatures:**

(7) Robert Beleckis 8/28/2009  
Employee Signature/Date

(8) Darryl D. Smith 8/31/09  
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.

# **Exhibit D**

# Texas Commission On Environmental Quality

## INTEROFFICE MEMORANDUM

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

Date: December 8, 2009

From:  David Timberger, Personnel Attorney  
General Law Division

 Russ Kimble, Acting Director  
General Law Division

 Stephanie Bergeron Perdue, Deputy Director  
Office of Legal Services

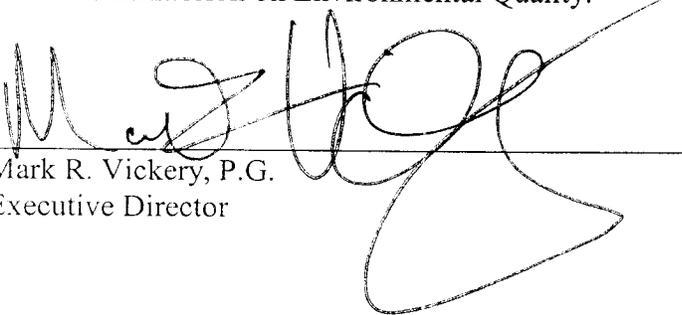
**Caption:** **Docket No. 2009-1750-MIS.** Consideration of gifts and donations of \$500.00 or more in value given to the TCEQ, submitted for approval in accordance with Chapter 575 of the Government Code, concerning acceptance of gifts and donations by certain agencies.

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 90<sup>th</sup> 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: 12-09-09

# 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;  
**2009-1750-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 90<sup>th</sup> 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 \_\_\_\_\_, 2010

TEXAS COMMISSION ON  
ENVIRONMENTAL QUALITY

---

Bryan W. Shaw, Ph.D., Chairman

# **Exhibit A**

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

Over \$500.00

August 09 through December 09

REIMBURSING ORGANIZATION	TRAVELERS NAME	DATES OF TRAVEL	DESTINATION	PURPOSE OF TRIP	REIMBURSED	REIMBURSED TOTAL
El Colegio de la Frontera Norte (COLEF)	Niemeyer, Stephen	10/07/09-10/09/09	Monterrey, MX	To attend a conference and give a presentation on bi-national environmental efforts.	Air: \$573.11 Lodging: \$226.98	\$800.09
Environmental Protection Agency (EPA)	Niemeyer, Stephen	09/21/09-09/24/09	Nogales, AZ	To attend the Good Neighbor Environmental Board (GNEB) Committee meeting.	Air: \$585.40 Public Trans: \$10.00 Meals: \$136.50 Lodging: \$238.86 Parking: \$30.00 Personal Mileage: \$15.40 Phone Calls: \$1.50	\$1,017.66
Environmental Protection Agency (EPA)	Rubinstein, Carlos	10/13/09-10/15/09	Stowe, VT	Attend Governmental Advisory Committee Meeting.	Air: \$1,544.15 Meals: \$165.00 Lodging: \$224.00 Parking: \$60.00 Personal Mileage: \$30.80	\$2,023.95

Florida Dept of Environmental Protection/EPA	Smith, Steve	11/18/09-11/20/09	Dauphin Island, AL	Gulf of Mexico Alliance Field Round Robin.	\$913.00
				Rental Car: \$75.00	
				Air: \$500.00	
				Meals: \$108.00	
				Lodging: \$230.00	
FTN Associates, Ltd. (Contractor for Mississippi DEQ and NOAA)	Bohmfolk, Clyde E.	09/28/09-09/30/09	Mobile, AL (Spanish Fort)		\$735.98
				Air: \$419.90	
				Rental Car: \$81.54	
				Meals: \$53.36	
				Lodging: \$151.18	
				Parking: \$30.00	
State of Florida - Florida Dept of Environmental Protection	Bohmfolk, Clyde E.	08/04/09-08/06/09	Mobile, AL	Gulf Of Mexico Alliance "All Hands" meeting	\$1,056.22
				Air: \$663.90	
				Public Transport: \$25.00	
				Meals: \$132.00	
				Lodging: \$214.32	
				Parking: \$21.00	
GOMA via the State of Florida Dept of Environmental Protection	Jenkins, Allison	08/03/09-08/06/09	Mobile, AL	Attend the Gulf of Mexico Alliance (GOMA) Governor's Action Plan Implementation and Integration Workshop.	\$1,411.87
				Rental Car: \$177.36	
				Air: \$663.90	
				Meals: \$145.28	
				Lodging: \$328.20	
				Parking: \$54.72	
				Baggage Fees: \$30.00	
				Gasoline: \$12.41	

US Department of Agriculture	Shaw, Bryan W.	09/14/09-09/17/09	Des Moines, IA	Attend and Participate in the Ag Air Quality Task Force Meeting.	\$1,152.68
				Air: \$597.40	
				Meals: \$154.00	
				Lodging: \$258.00	
				Parking: \$40.00	
				Personal Mileage: \$32.32	
				Hotel Tax: \$30.96	
				Baggage Fees: \$40.00	
US Nuclear Regulatory Commission	Beleckis, Robert	07/19/09-07/23/09	Atlanta, GA	RESRAD Training Class.	\$1,653.66
				Public Transport: \$4.50	
				Air: \$739.20	
				Meals: \$220.50	
				Lodging: \$648.60	
				Tolls: \$6.76	
				Personal Mileage: \$34.10	
				<b>Totals:</b>	<b>\$10,765.11</b>
					<b>\$10,765.11</b> ✓