

# TCEQ SEP Third-Party Administrator Quarterly Report

Performance Years: 2015

<b>Administrator:</b>	HOUSTON-GALVESTON AREA COUNCIL - AERCO	<b>Certification</b>	<b>Signatures</b>
<b>Project:</b>	CLEAN VEHICLES PARTNERSHIP		
<b>Agreement No:</b>	2011-25	E-Signature Q1	Robert Veazie
<b>Contact:</b>	ROBERT VEAZIE	E-Signature Q2	Robert Veazie
<b>Mailing Address:</b>	3555 TIMMONS LANE, STE 120	E-Signature Q3	Robert Veazie
<b>City/State/Zip</b>	HOUSTON, TX 77027	E-Signature Q4	
<b>Telephone:</b>	713-499-6695		↑
<b>Email:</b>	<a href="mailto:ROBERT.VEAZIE@H-GAC.ORG">ROBERT.VEAZIE@H-GAC.ORG</a>		<b>Please provide name next to quarter submitted</b>

## Quarterly Report Due Dates and Performance Dates

Quarters	Months within the Quarter	Report Due	DATE SUBMITTED
Quarter 1	January - March	May 15	5/14/15
Quarter 2	April - June	August 15	8/13/15
Quarter 3	July - September	November 15	11/11/15
Quarter 4	October - December	February 15 of following year	

<b>Please submit completed Report and supporting documentation to <a href="mailto:SEPReports@tceq.texas.gov">SEPReports@tceq.texas.gov</a></b>	↑ <b>Please enter date when QR is submitted</b>
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**What to include when submitting the Quarterly Report:**

- \* Bank statements for the quarter
- \* Check copies of all contributions received
- \* Check copies of all expenses;
- \* Copies of invoices and paid receipts
- \* Dated photographs of your project
- \* Vehicle demolition verification, if applicable
- \* Other supporting documentation

TCEQ Quarterly Report Form  
FY: 2015

		TCEQ USE ONLY	Q1	Q2	Q3	Q4		Last 4 Digits	Name of Bank
HOUSTON-GALVESTON AREA COUNCIL - AERCO		QR BALANCE	\$ 1,302,545.43	\$ 1,607,184.11	\$ 1,716,410.54	\$ 1,880,545.14		4137	CHASE BANK
CLEAN VEHICLES PARTNERSHIP		INTEREST	\$ 92.68	\$ 113.03	\$ 118.60	\$ 125.13			
AGMT NO.	2011-25	REFUND	\$ -	\$ -	\$ -	\$ -		BUDGET:	\$ 5,488,800.00
	FY: 2015	EXPENSES	\$ -	\$ 100,000.00	\$ 100,000.00	\$ 90,115.15		ADMIN:	\$ 548,880.00
		ADMIN COST	\$ -	\$ -	\$ -	\$ -			
		ENDING BALANCE	\$ 1,302,638.11	\$ 1,507,297.14	\$ 1,616,529.14	\$ 1,790,555.12	← This amount must match the ending balance on the bank statement		

QTR 4	DOCKET	BEG BALANCE OR CONTRIBUTION	INTEREST	REFUND	EXPENSES	ADMIN COST	END BALANCE	DATE	COMMENTS
	Balance last QTR	\$ 1,616,529.14	\$ -	\$ -	\$ -	\$ -	\$ 1,616,529.14		
		\$ 3,750.00	\$ -	\$ -	\$ -	\$ -	\$ 1,620,279.14		
		\$ 6,075.00	\$ -	\$ -	\$ -	\$ -	\$ 1,626,354.14		
	October Interest	\$ -	\$ 39.93	\$ -	\$ -	\$ -	\$ 1,626,394.07		
		\$ 875.00	\$ -	\$ -	\$ -	\$ -	\$ 1,627,269.07		
		\$ 4,816.00	\$ -	\$ -	\$ -	\$ -	\$ 1,632,085.07		
		\$ 25,050.00	\$ -	\$ -	\$ -	\$ -	\$ 1,657,135.07		
		\$ 6,750.00	\$ -	\$ -	\$ -	\$ -	\$ 1,663,885.07		
	November Interest	\$ -	\$ 41.93	\$ -	\$ -	\$ -	\$ 1,663,927.00		
					\$ 89,232.00				
	November Admin				\$ 827.88			11/18/2015	payment to High Island
		\$ 3,500.00	\$ -	\$ -	\$ -	\$ -	\$ 1,667,427.00		
		\$ 196,950.00	\$ -	\$ -	\$ -	\$ -	\$ 1,864,377.00		
		\$ 12,500.00	\$ -	\$ -	\$ -	\$ -	\$ 1,876,877.00		
		\$ 3,750.00	\$ -	\$ -	\$ -	\$ -	\$ 1,880,627.00		
	December Interest	\$ -	\$ 43.27	\$ -	\$ -	\$ -	\$ 1,880,670.27		
	December Admin	\$ -	\$ -	\$ -	\$ 55.27	\$ -	\$ 1,880,615.00		
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,880,615.00		
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		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,880,615.00		
<b>Q4 Total</b>		\$ 1,880,545.14	\$ 125.13	\$ -	\$ 90,115.15	\$ -	\$ 1,790,555.12		

### Use this Space to Itemize Expenses to be Reported on Projects Worksheet

After saving a copy of the quarterly report, you may reuse this expense recap sheet. No need to provide previously submitted data.

Payee Name	Invoice No.	Invoice Date	Invoice Amt	Description of Item	Bank Date	Check No.	Amt Expended	Comment
Liberty ISD	TP 1701-32	01/27/15	\$ 100,000.00	Liberty ISD	01/29/15	7747	\$ 100,000.00	
Columbia Brazoria	TDOT 140703-02	07/28/15	\$ 100,000.00	Columbia-Brazoria ISD	07/30/15	8942	\$ 100,000.00	
High Island ISD	TDOT 140703-06	11/18/15	\$ 89,232.00	High Island ISD	11/19/15	9620	\$ 89,232.00	
			\$ 289,232.00	Total Expenses			<b>\$ 289,232.00</b>	

**SEP REPORT FORM FOR VEHICLE RETROFIT OR REPLACEMENT ACTIVITIES**

Retrofits and Repowers										Vehicle Identification		Replacements				Owner/Recipient		
Old Vehicle: Retrofit Date	Type of Retrofit					Retrofit Dollars			Vehicle ID Number		Old Item	New Item	Replacement Dollars		Recipient Information			
	Diesel Particulate Filters (DPF)	Diesel Oxid Catalysts (DOC)	Closed Crank Filter Syst. (CCFS)	Partial Flow Thru Filter (FTF)	Total No. of Retrofits This Date	No. of Vehicles Retrofitted this Date	No. of Repowers	Date Retro/Repower Money Given to Owner/School	Dollar Amt Retro/Repower Money to Owner/School	Old Vehicle Identification (VIN #) Use this column to enter VIN # for Old Vehicle that was retrofitted or replaced	New Vehicle Identification No. (VIN #)	No. of Old Vehicles / EQ Destroyed	Old Vehicle: Destruction Date	No. of New Vehicles / EQ Purchased	New Vehicle / EQ: Purchase Date	Date Replacement Money Given to Owner/School	Dollar Amt Replacement Money to Owner/School	Vehicle or Equipment Owner (School or Other Recipient)
					0					1HVBABN0TH342596, 1HVBABN2TH342597, 1HVBABN9TH342595, 1HVBABMXSH699645	1GB3G3BL1D1188131 1BAKGCPA8FF311227 1BAKGCPAXFF311228 1BAKGCPA1FF311229	4	07/30/14	4		01/29/15	\$100,000.00	Liberty ISD
					0					1HVBRAAN51A913020 1HVBRAAN02B942730	1BAKGCB1GF316360 1BAKGCB3GF316361	2	07/13/15	2		07/30/15	\$100,000.00	Columbia-Brazoria ISD
					0					4UZ6ZFAA61CH00714	4UZABRTOGCGU8291	1	06/19/15	1		11/19/15	\$89,232.00	High Island ISD
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Totals	0	0	0	0	0	0	0							7			\$289,232.00	