



**Central Texas Air Information  
and Research Advisory  
Committee Meeting**

**July 28, 2016  
10:00 AM**



# Agenda





## **Central Texas Air Information and Research Advisory Committee**

**Central Texas Council of Governments Building  
2180 North Main Street, Belton, TX 76513  
Inaugural Meeting: July 28, 2016, 10:00 AM**

### **Agenda**

- I. Welcome and Introductions
- II. Public Comments
- III. Overview of Air Quality/Ozone in the CTCOG Region
- IV. Overview of Rider 7 Program and Air Quality Advisory Committee
- V. Action Item: Ratify voting members appointed by CTCOG Cities and Counties, Fort Hood, and Hill Country Transit District
- VI. Action Item: Review and Adopt Bylaws
- VII. Action Item: Nomination and Approval of Other Voting Members and Ex-Officio Members
- VIII. Action Item: Nomination and Approval of Officers
- IX. Discussion and Possible Action Item Regarding the following:
  - a. Technical Studies
  - b. Education and Outreach Programs
- X. Member Comments
- XI. Set Next Meeting Date and Agenda Items
- XII. Adjourn

## **Agenda Item III**

### **Overview of Air Quality Ozone in the CTCOG Region**

Strong sunlight and hot weather cause ground-level ozone to form in harmful concentrations in the air. Many urban areas tend to have high levels of "bad" ozone, but other areas are also subject to high ozone levels as winds carry NOx emissions hundreds of miles away from their original sources.

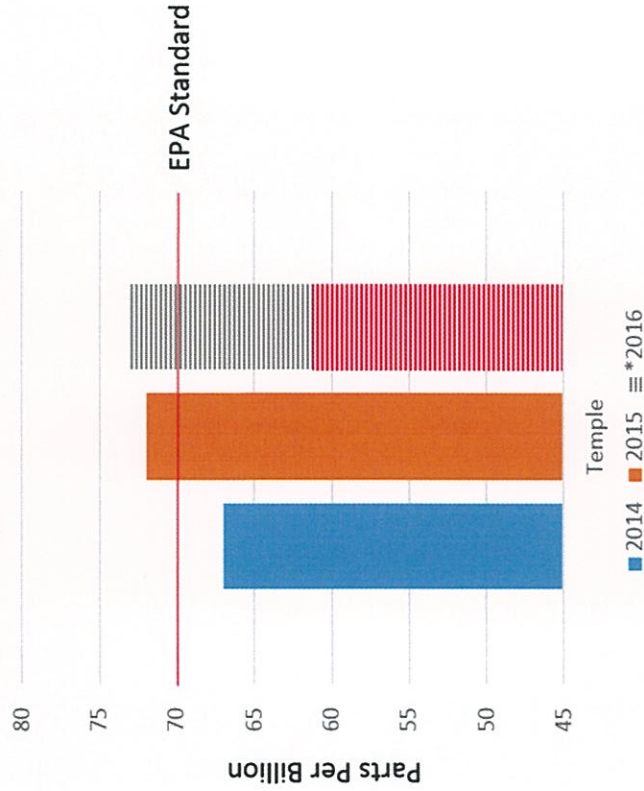


Source: [theozonehole.com](http://theozonehole.com)



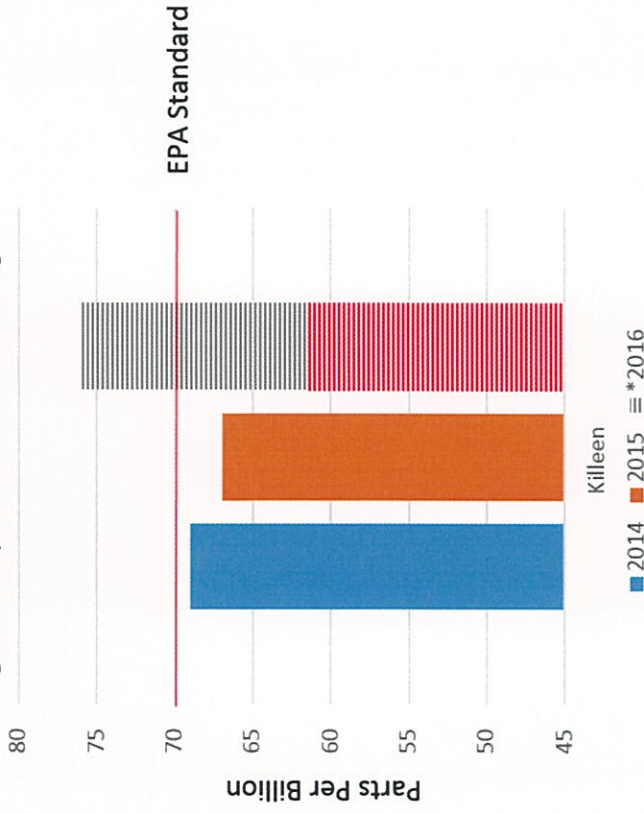
# Our Region's Ozone Readings:

Temple Georgia Ozone Concentration 4th Highest Daily Maximum 8-hr Average.



\*Highest annual ozone value to remain in compliance. Red shading represents 2016 to date.

Killeen Skylark Ozone Concentration 4th Highest Daily Maximum 8-hr Average.



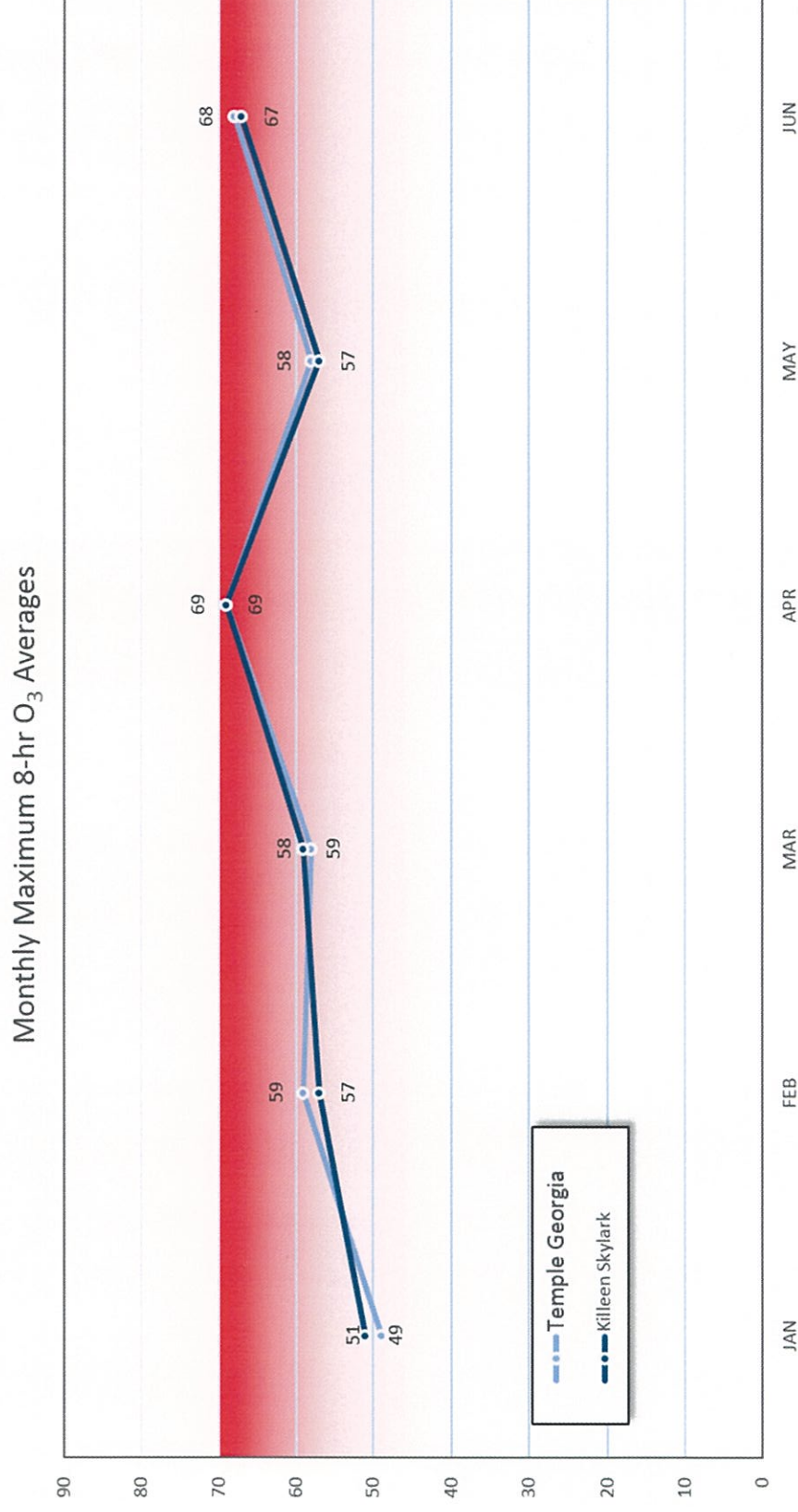
\*Highest annual ozone value to remain in compliance. Red shading represents 2016 to date.

Design Value Calculated to Date:

Temple Georgia: 67 ppb

Killeen Skylark: 66 ppb

# Killeen and Temple Ozone Monitoring Stations



## **Agenda Item IV**

### **Overview of Rider 7 Program Air Quality Advisory Committee**





**CTAIR Advisory Committee**  
**July 28, 2016**

**Agenda Item IV**

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**This section contains the following items:**

- 1. TCEQ Rider 7 Local Air Quality Planning Grant Award Letter**
- 2. Resolution to Establish the CTAIR Advisory Committee**
- 3. Proposal for Grant Activities—Rider 7 Near Non-Attainment Area Work Plan**

Bryan W. Shaw, Ph.D., P.E., *Chairman*  
Toby Baker, *Commissioner*  
Richard A. Hyde, P.E., *Executive Director*



## TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

*Protecting Texas by Reducing and Preventing Pollution*

June 5, 2015

Mr. Jim Reed  
Central Texas Council of Governments  
P. O. Box 729  
Belton, Texas 76513

Dear Mr. Reed:

House Bill 1, 84th Texas Legislature 2015, has been finalized by the legislature. It contains the budget for the Rider 7 Local Air Quality Planning Grants (formerly Rider 8). We are therefore initiating the budget development for the Fiscal Year (FY) 2016/2017 biennium at the level of \$6,000,500 as specified in the Rider 7:

*Air Quality Planning. Amounts appropriated above include \$6,000,500 for the biennium out of the Clean Air Account No. 151 in Strategy A.1.1, Air Quality Assessment and Planning, for air quality planning activities to reduce ozone in areas not designated as nonattainment areas during the 2014-15 biennium and as approved by the Texas Commission on Environmental Quality (TCEQ). These areas may include Waco, El Paso, Beaumont, Austin, Corpus Christi, Granbury, Killeen-Temple, Longview-Tyler-Marshall, San Antonio, and Victoria. These activities may be carried out through interlocal agreements and may include: identifying, inventorying, and monitoring of pollution levels; modeling pollution levels; and the identification, quantification, implementation of appropriate locally enforceable pollution reduction controls; and the submission of work plans to be submitted to the TCEQ. The TCEQ shall allocate \$350,000 to each area and the remaining funds to each area based on population in excess of 350,000. The grant recipients shall channel the funds to those projects most useful for the State Implementation Plan (SIP).*

This letter is to inform you that the Central Texas Council of Governments will receive \$392,151.55 of this appropriation for the upcoming biennium. Attached is a table showing each of the areas receiving an allocation under the program and the amount each will receive.

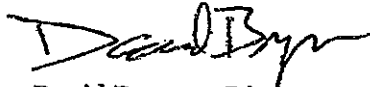
Your current grant with the state may include a task for the development of a proposal for grant activity for fiscal years 2016/2017. We ask that you base the proposals on this allocated amount and you prioritize your work activities in keeping with the intent of the language in the Rider.

Specifically, we ask that your area contemplate and seek funding for the projects that provide the most useful information specific to your area and that your area evaluate or implement local projects to help your area remain in attainment of the ozone National Ambient Air Quality Standard. As the United States Environmental Protection Agency considers a more stringent standard it is more important than ever to take actions that benefit your area.



Please let me know if you have questions regarding these allocation and budget decisions. You and your staff are encouraged to continue to work on the new contract and proposals for grant activities with Ms. Leigh Ann Brunson, Air Quality Division Rider 7 Grant Manager, at 512-239-1903 and Ms. Jocelyn Mellberg, Air Quality Division Rider 7 Program Coordinator, at 512-239-0164.

Sincerely,

A handwritten signature in dark ink, appearing to read "David Brymer", with a stylized, cursive script.

David Brymer, Director  
Air Quality Division  
Texas Commission on Environmental Quality

Area	CBSA(s) or County**	Current Amount (FY14/15)	Population 2014 Census	Population in Excess of 350,000	Base 350,000 for each area	Additional Allocation to Areas with Population in excess of 350,000	Proposed Amount Based on Population (FY16/17)
Austin	Austin-Round Rock CBSA	\$ 699,986.00	1,943,299	1,593,299	\$ 350,000.00	\$ 897,165.59	\$ 1,247,165.59
Beaumont	Beaumont-Port Arthur CBSA	\$ 539,177.00	405,427	55,427	\$ 350,000.00	\$ 31,210.21	\$ 381,210.21
Corpus Christi	Corpus Christi CBSA	\$ 596,195.00	448,108	98,108	\$ 350,000.00	\$ 55,243.32	\$ 405,243.32
El Paso	El Paso CBSA	\$ 539,177.00	836,698	486,698	\$ 350,000.00	\$ 274,053.21	\$ 624,053.21
Granbury	Hood County	\$ 350,000.00	53,921		\$ 350,000.00	\$ -	\$ 350,000.00
Killeen - Temple	Killeen-Temple CBSA	-	424,858	74,858	\$ 350,000.00	\$ 42,151.55	\$ 392,151.55
Longview - Tyler - Marshall	Longview, Tyler and Marshall CBSAs	\$ 733,011.00	503,659	153,659	\$ 350,000.00	\$ 86,523.35	\$ 436,523.35
San Antonio	San Antonio-New Braunfels CBSA	\$ 569,800.00	2,328,652	1,978,652	\$ 350,000.00	\$ 1,114,152.77	\$ 1,464,152.77
Victoria	Victoria CBSA	\$ 623,154.00	98,630		\$ 350,000.00	\$ -	\$ 350,000.00
Waco	Waco CBSA	\$ 350,000.00	260,430		\$ 350,000.00	\$ -	\$ 350,000.00
Total		\$ 5,000,500.00		4,440,701	\$ 3,500,000.00	\$ 2,500,500.00	\$ 6,000,500.00

Funding for each area is calculated based upon the Rider Language: "7. Appropriation: Air Quality Planning. Amounts appropriated above include \$6,000,500 for the biennium out of the Clean Air Account No. 151 in Strategy A.1.1, Air Quality Assessment and Planning, for air quality planning activities to reduce ozone in areas not designated as nonattainment areas during the 2014-15 biennium and as approved by the Texas Commission on Environmental Quality (TCEQ). These areas may include Waco, El Paso, Beaumont, Austin, Corpus Christi, Granbury, Killeen-Temple, Longview-Tyler-Marshall, San Antonio, and Victoria. These activities may be carried out through inter-local agreements and may include: identifying, inventorying, and monitoring of pollution levels; modeling pollution levels; and the identification, quantification, implementation of appropriate locally enforceable pollution reduction controls; and the submission of work plans to be submitted to the TCEQ. The TCEQ shall allocate \$350,000 to each area and the remaining funds to each area based on population in excess of 350,000. The grant recipients shall channel the funds to those projects most useful for the State Implementation Plan (SIP)".

\*\*We have used either the County, Core Based Statistical Areas (CBSA), or a combination of CBSAs as the basis for population. CBSAs consist of the county or counties or equivalent entities associated with at least one core (urbanized area or urban cluster) of at least 10,000 population, plus adjacent counties having a high degree of social and economic integration with the core as measured through commuting ties with the counties associated with the core. The general concept of a CBSA is that of a core area containing a substantial population nucleus, together with adjacent communities having a high degree of economic and social integration with that core. The term "core based statistical area" became effective in 2003 and refers collectively to metropolitan statistical areas and micropolitan statistical areas. The CBSA is the area that has typically been used by EPA to define ozone nonattainment areas. Combined Statistical Areas (CSAs) consist of two or more adjacent CBSAs. CSAs have not typically been used to establish ozone nonattainment area. However, for the Longview-Tyler-Marshall area, we have used the combined Longview, Tyler and Marshall CBSAs as the basis for this area's population.





**RESOLUTION TO ESTABLISH THE CENTRAL TEXAS AIR INFORMATION &  
RESEARCH (CTAIR) ADVISORY COMMITTEE AND ACCEPT BYLAWS**

**Resolution #05-16-PRS1**

**WHEREAS**, the Central Texas Council of Governments (CTCOG), a Regional Planning Commission designated by the Office of the Governor, State of Texas, under the provisions of Article 1011mm, V.A.C.S., with jurisdictional lines encompassing the counties of Bell, Coryell, Hamilton, Lampasas, Milam, Mills and San Saba, is a recipient of a Texas Commission on Environmental Quality (TCEQ) grant to research air quality issues and oversee the development and implementation of studies and programs to protect and improve air quality in the CTCOG region; and

**WHEREAS**, the CTCOG is required to create an air quality advisory committee for this purpose and desires to name this advisory committee the Central Texas Air Information and Research (CTAIR) Advisory Committee; and

**WHEREAS**, the CTCOG supports and promotes programs to improve and protect the health of its local residents and their environment:

**NOW, THEREFORE, BE IT RESOLVED** that the CTCOG establishes the Central Texas Air Information and Research Advisory Committee and accepts the proposed bylaws for adoption during its inaugural meeting.

**PASSED AND APPROVED** this 26<sup>th</sup> day of May, 2016 by the Central Texas Council of Governments Executive Committee.

  
\_\_\_\_\_  
The Honorable John Firth, President

  
\_\_\_\_\_  
Bill Schumann, Secretary/Treasurer

**Texas Commission on Environmental Quality**

**PROPOSAL FOR GRANT ACTIVITIES (INCLUDING WORK PLAN AND NOTICE TO  
COMMENCE) UNDER THE GRANT UMBRELLA FROM TCEQ TO:  
THE CENTRAL TEXAS COUNCIL OF GOVERNMENTS**

**Grant (Contract) Number: ~~582-15-57353~~**

**Proposal for Grant Activities (Including Work Plan and Notice to Commence) No.  
~~582-16-61114-02~~**

**Rider 7 – Near Non-Attainment Area Work Plan**

**Amendment Number 1**

This document may be referred to as the Proposal for Grant Activities (PGA).

Proposal for Grant Activities Amount: ~~\$392,151.55~~

The Texas Commission on Environmental Quality (TCEQ) and the Central Texas Council of Governments (Performing Party or Grantee) had previously come to a meeting of the minds regarding the changes included in this amendment. By signature on this amendment, TCEQ and the Performing Party are acknowledging and ratifying their prior meeting of the minds regarding the changes to the PGA. TCEQ and the Performing Party agree to amend the Proposal for Grant Activities and Notice to Commence as follows:

**1. Grant Activities, Task 1.1: Control Strategy Evaluation: Deliverable, Deliverable Dates and Cost are replaced as follows:**

**Deliverable 1.1:** The Performing Party shall prepare a Control Strategy Evaluation document describing the control strategies recommended for inclusion into the Ozone Advance Path Forward/Action Plan. The document shall be delivered to the TCEQ in Microsoft Office Word format.

**Deliverable Date:** Draft October 30, 2016 and Final November 30, 2016

**Cost:** \$40,000

**2. Grant Activities, Task 1.2: QAPP for Control Strategy Evaluation: Deliverable Dates are replaced as follows:**

**Deliverable 1.2:** The Performing Party shall deliver a Category III QAPP for the control strategy evaluation. The QAPP shall be delivered to the TCEQ in a Microsoft Office Word format.

**Deliverable Date:** Draft QAPP May 15, 2016 and the QAPP must be approved by the TCEQ prior to the start of Task 1.1 technical activities.

**3. Grant Activities, Task 2.1: Emission Inventory Improvement: Deliverable Dates and Cost are replaced as follows:**



**Deliverable 2.1:** The Performing Party shall prepare a report documenting the emissions inventory evaluation and improvement projects and providing the information necessary to update TCEQ modeling files and for use by other areas of the TCEQ such as the Emission Inventory Section or Air Quality Planning. The report will describe the steps taken, and any background relevant to the project. The Performing Party shall provide the report in Microsoft Office Word format. Any supporting data or information shall be provided in like format or in a format agreed to by the TCEQ and the Performing Party.

**Deliverable Dates:** Draft May 20, 2017 and Final June 20, 2017

**Cost:** \$25,000

**4. Grant Activities, Task 2.2: QAPP for Emission Inventory Evaluation and Improvement: Deliverable Dates are replaced as follows:**

**Deliverable 2.2:** The Performing Party shall deliver a Category III QAPP for the Emission Inventory Evaluation and Improvement Task. The QAPP shall be delivered to the TCEQ in Microsoft Office Word format.

**Deliverable Dates:** Draft QAPP Jun 15, 2016 and the QAPP must be approved by the TCEQ prior to the start of Task 2.1 technical activities.

**5. Grant Activities, Task 3.1: Photochemical Modeling: The Cost is replaced as follows:**

**Cost:** \$75,000

**6. Grant Activities, Task 3.2: Modeling Protocol for Photochemical Modeling: Deliverable Dates and Cost are replaced as follows:**

**Deliverable 3.2:** The Performing Party shall deliver a Modeling Protocol. The Modeling Protocol shall be delivered to the TCEQ in Microsoft Office Word format. Accompanying data and other supporting material shall be provided in a mutually agreeable electronic format.

**Deliverable Dates:** Draft April 1, 2016 and Final May 1, 2016

**Cost:** \$10,000

**7. Grant Activities, Task 5.1: Technical Support for Air Quality Planning Activities: Cost is replaced as follows:**

**Cost:** \$7,000

**8. Grant Activities, Task 5.4: Ozone Public Awareness Projects and Outreach: Cost is replaced as follows:**

**Cost:** \$59,444.32

**9. Grant Activities, Task 5.5: Web Site: Cost is replaced as follows:**

Cost: \$7,000

**10. Grant Activities, Task 6: Administrative Activities: Cost is replaced as follows:**

Cost: \$129,707.23

**11. The Summary Schedule of Deliverables is replaced with the following:**

**Summary Schedule of Deliverables**

(In the event of a conflict between the deliverables or due dates shown in this table and the deliverables or due dates described above, the deliverables and due dates in the table prevail, except that if a deliverable is described above but is not shown on this table, it shall nevertheless be due as described above.)

Deliverable	Deliverable Date	Cost
Control Strategy Evaluation (Task 1)		
<b>Deliverable 1.1:</b> The Performing Party shall prepare a Control Strategy Evaluation document describing the control strategies recommended for inclusion into the Ozone Advance Path Forward/Action Plan. The document shall be delivered to the TCEQ in Microsoft Office Word format.	<b>1.1:</b> Draft October 30, 2016 and Final November 30, 2016	<b>1.1:</b> \$40,000
<b>Deliverable 1.2:</b> The Performing Party shall deliver a Category III QAPP for the control strategy evaluation. The QAPP shall be delivered to the TCEQ in Microsoft Office Word format.	<b>1.2:</b> Draft QAPP May 15, 2016 and the QAPP must be approved by the TCEQ prior to the start of Task 1.1 technical activities.	<b>1.2:</b> \$2,000
Emission Inventory Improvement (Task 2)		
<b>Deliverable 2.1:</b> The Performing Party shall prepare a report documenting the emissions inventory evaluation and improvement projects and providing the information necessary to update TCEQ modeling files. The report will describe the steps taken, and any background relevant to the project. The Performing Party shall provide the report in Microsoft Office Word format. Any supporting data or information shall be provided in like format or in a format agreed to by the TCEQ and the Performing Party.	<b>2.1:</b> Draft May 20, 2017 and Final June 20, 2017	<b>2.1:</b> \$25,000
<b>Deliverable 2.2:</b> The Performing Party shall deliver a Category III QAPP for the Emission Inventory Evaluation and Improvement Task.	<b>2.2:</b> Draft QAPP June 15, 2016 and the QAPP must be approved by the TCEQ prior to the start	<b>2.2:</b> \$2,000

Deliverable	Deliverable Date	Cost
The QAPP shall be delivered to the TCEQ in Microsoft Office Word format.	of Task 2.1 technical activities	
Photochemical Modeling (Task 3)		
<p><b>Deliverable 3.1.1:</b> The Performing Party shall document its photochemical modeling activities as part of its regular quarterly progress report.</p> <p><b>Deliverable 3.1.2:</b> The Performing Party shall document the results of the photochemical modeling activities in a report. The Performing Party shall include any important analyses and results from its inventory development and photochemical modeling work. The Performing Party shall provide the report in Microsoft Office Word format. Any supporting data or information shall be provided upon request in like format or in a format agreed to by the TCEQ and the Performing Party. For emission inventory and/or modeling file improvements, the Performing Party shall provide all "upstream" inputs in an appropriate electronic format so that suggested changes can be readily replicated and incorporated by the TCEQ staff.</p>	<p><b>3.1.1:</b> Per the schedule for Quarterly Progress Reports indicated in the Grant.</p> <p><b>3.1.2:</b> Draft March 15, 2017 and Final April 15, 2017</p>	<b>3.1:</b> \$75,000
<p><b>Deliverable 3.2:</b> The Performing Party shall deliver a Modeling Protocol. The Modeling Protocol shall be delivered to the TCEQ in Microsoft Office Word format. Accompanying data and other supporting material shall be provided in a mutually agreeable electronic format.</p>	<b>3.2:</b> Draft April 1, 2016 and Final May 1, 2016	<b>3.2:</b> \$10,000
High Ozone Day Analysis (Task 4)		
<p><b>Deliverable 4.1:</b> The Performing Party shall prepare PowerPoint presentations summarizing high ozone days during the 2015, 2016 and 2017 ozone seasons and analyzing recent trends in ozone design values and 4<sup>th</sup> high daily maximum 8-hour average ozone at the Killeen Skylark and Temple Georgia CAMS monitors. Days potentially affected by exceptional events (e.g. wildfire emissions) shall be identified. Each PowerPoint presentation shall be sent to TCEQ at the end of the ozone season. The 2015, 2016 and 2017</p>	<b>4.1:</b> Draft November 15, 2017 and Final December 15, 2017	<b>4.1:</b> \$20,000



Deliverable	Deliverable Date	Cost
ozone season presentations shall be delivered to the TCEQ in PowerPoint format. Accompanying data and other supporting material shall be provided in a mutually agreeable electronic format.		
<b>Deliverable 4.2:</b> The Performing Party shall deliver a Category III QAPP for the High Ozone Day Analysis. The QAPP shall be delivered to the TCEQ in Microsoft Office Word format.	<b>4.2:</b> The QAPP must be approved by the TCEQ prior to the start of Task 4.1 technical activities	<b>4.2:</b> \$1,000
<b>Outreach and Air Quality Planning Activities (Task 5)</b>		
<b>Deliverable 5.1:</b> The Performing Party shall document technical support provided for air quality planning activities in the quarterly progress reports.	<b>5.1:</b> Per the schedule for Quarterly Progress Reports indicated in the Grant	<b>5.1:</b> \$7,000
<b>Deliverable 5.2:</b> Draft and final FY 2018/2019 work plan to cover the FY 2018-2019 biennium for TCEQ review and approval.	<b>5.2:</b> April 15, 2017 for Draft Work Plan and August 15, 2017 for the Final Work Plan approved by the TCEQ	<b>5.2:</b> \$5,000
<b>Deliverable 5.3:</b> The Performing Party shall provide the Ozone Advance Action Plan in Microsoft Office Word format.	<b>5.3:</b> Draft January 15, 2017 and Final February 15, 2017	<b>5.3:</b> \$8,000
<b>Deliverable 5.4:</b> The Performing Party shall document its Ozone Public Awareness Projects and Outreach activities as part of its regular quarterly progress reports. The Performing Party shall provide the TCEQ with documentation of all public awareness and outreach projects including television and/or radio PSA scripts, and audio copies of all PSAs run. Copies of text deliverables shall be provided in electronic Microsoft Office Word or Acrobat Reader (*.pdf) format if possible.	<b>5.4:</b> Per the schedule for Quarterly Progress Reports indicated in the Grant	<b>5.4:</b> \$59,444.32
<b>Deliverable 5.5:</b> The Performing Party shall produce and/or maintain a working web site open to the public on the internet as well as information documenting web site traffic by counting the number of times the web site is accessed by unique users ("hit") each quarter. The Performing Party shall document web site traffic in its quarterly progress reports.	<b>5.5:</b> Continuously maintain the site and provide documentation per the schedule for Quarterly Progress Reports indicated in the Grant	<b>5.5:</b> \$7,000

Deliverable	Deliverable Date	Cost
<b>Deliverable 5.6:</b> The Performing Party shall document its activities and meetings (including how many stakeholders attend meetings) with meeting summaries in the quarterly progress reports.	<b>5.6:</b> Per the schedule for Quarterly Progress Reports indicated in the Grant	<b>5.6:</b> \$1,000
<b>Administrative Activities (Task 6)</b>		
<b>Deliverable 6.1:</b> The progress report and quarterly invoices shall document, in sufficient technical detail and by task, the accomplishments, expenditures, and milestones achieved during the prior quarter.	<b>6.1:</b> Per the schedule for Quarterly Progress Reports and invoices indicated in the Grant	<b>6.1:</b> \$129,707.23
<b>Total</b>		<b>\$392,151.55</b>

**10. The Cost Budget is replaced with the following:**

**Cost Budget**

**In the event of a conflict of terms, a completed Cost Budget Form included in a PGA signed by TCEQ and the Performing Party controls over the blank form included in the Grant Documents List, as to that specific PGA.**

**Cooperative Reimbursement Grant  
for State Agencies and Local Governments**

- Budget.** Authorized budgeted expenditures for Grant Activities performed are as follows:

Budget Category	Cost for Grant Activities to be Performed
Salary/Wages	\$41,705.00
Fringe Benefits	\$28,822.33
Travel	\$2,250.00
Supplies	\$1,000.00
Equipment	\$3,000.00
Contractual	\$263,762.32
Construction	\$0.00
Other	\$21,158.20
Indirect Costs	\$30,453.70
<b>Total</b>	<b>\$392,151.55</b>

2. **Budget Categories.** The Budget Categories above have the definitions, requirements and limitations stated in the Uniform Grant Management Standards (UGMS). Construction costs are not reimbursable without prior, specific written authorization from TCEQ.
  - 2.1. **Other.** If Budget Category "Other" is greater than \$25,000 or more than 10% of budget total, identify the main constituents:
  - 2.2. **Transfers to Zero Dollar Budget Categories.** Performing Party must obtain written TCEQ approval prior to transferring amounts to budget categories containing zero dollars.
3. **Advance Payments.** The Performing Party may submit a request for advance of 50% of the total amount of this PGA after this PGA is signed by both parties. The Performing Party may submit a request for an additional advance of 40% of the total amount of this PGA with its submission of its FSR after September 1, 2016. For the remaining 10% of the total amount of the PGA, the Performing Party may request reimbursement in accordance with the requirements in the Grant. All advance payments are subject to the General Terms and Conditions regarding Advance Payments and all other applicable requirements in the Grant. If funding is added to this PGA, the Performing Party may request reimbursement for the additional funding, unless the PGA amendment to add the funding specifies that advance payment may be requested.
4. **Reimbursement for Indirect Costs**
  - 4.1. **Indirect Cost Rates- General.** Performing Party's indirect costs associated with performing Grant Activities shall be calculated in accordance with UGMS.
  - 4.2. **Calculation of Indirect Costs.** Performing Party's indirect costs are calculated as:
    - 43.18% of (select one base):
      - ☒ **Direct salary and fringe benefits;**
      - ☐ **Modified total direct costs (MTDC); or**
      - ☐ **Other direct costs base.**
  - 4.3. Performing Party's indirect cost rate is equal to or less than:
    - ☐ **Federally- approved predetermined rate;**
    - ☐ **State-approved predetermined rate;**
    - ☐ **Default rate of 10% of MTDC;**
    - ☐ **Federally-approved fixed rate;**
    - ☐ **Provisional rate; or**
    - ☒ **Other—In accordance with Texas Workforce Commission Indirect Cost Rate Agreement.**



Performing Party:  
JTCOG  
Grant Number:  
582-16-57353

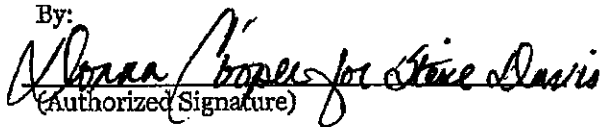
Date: 04/19/2016

[illegible]

Amendment No. 1 to PGA No. ~~582-16-61114-02~~ is agreed to by TCEQ and the Performing Party as of the latest signature date below. The amount shown as "Proposal for Grant Activities Amount" in the heading of this PGA is the maximum amount to be paid to the Performing Party in accordance with the Cost Budget included in this PGA, unless the amount is amended in accordance with the Grant. This document, which has been signed by both parties, is the Performing Party's Proposal for Grant Activities, which includes the approved description of the Grant Activities (Work Plan) and is the Notice to Commence with the activities as of the latest date of signature of this document.

**TCEQ:**  
Texas Commission on Environmental  
Quality

**Performing Party/Grantee:**  
Central Texas Council of Governments

By:   
(Authorized Signature)

Stephen B. Davis  
(Printed Name)

Manager, Air Modeling & Data Analysis  
Section  
(Title)

Date: 3-8-16

By:   
(Authorized Signature)

Jim Reed  
(Printed Name)

Executive Director  
(Title)

Date: 3-8-16

## **Agenda Item V**

### **CTAIR Advisory Committee Members**



## **Air Quality Advisory Committee**

Ms. Marsha Hardy  
Emergency Management  
**SAN SABA COUNTY**

Kenny Henderson  
Transportation Director  
**CITY OF TEMPLE**

Mr. Robert Kennedy  
Air Quality Program Manager  
Director of Public Works  
**FORT HOOD**

Ms. Erin Smith  
Planning Director  
**BELTON ALTERNATE**

Mr. Joseph Molis  
Director of Planning and Development  
**CITY OF HARKER HEIGHTS**

Mr. Chris Whittaker  
City Manager  
**MILAM COUNTY**

Mr. Robert Ator  
Director of Urban Operations for HCTD  
**PUBLIC TRANSIT**

Mr. David A. Olson  
Director of Transportation  
**CITY OF KILLEEN**

Ms. Andrea Gardner  
City Manager  
**CITY OF COPPERAS COVE**

Mr. Bob Harrell  
Emergency Management Coordinator  
**CORYELL COUNTY**

**HAMILTON COUNTY**  
Vacant

Ms. Angellia Points  
Director of Internal Services/City Engineer  
**CITY OF BELTON**

# **Agenda Item VI**

## **By-Laws**



## **CENTRAL TEXAS AIR INFORMATION AND RESEARCH ADVISORY COMMITTEE BYLAWS**

### **ARTICLE I NAME OF COMMITTEE**

The name of this advisory committee shall be Central Texas Air Information and Research (CTAIR) Advisory Committee.

### **ARTICLE II OBJECTIVE**

#### **Section 1:**

The creation of the air quality advisory committee is authorized by the Central Texas Council of Governments, under Section 391.005, Vernon's Texas Codes Annotated and Article II of the Articles of Association.

#### **Section 2:**

The Advisory Committee shall advise the Central Texas Council of Governments Executive Committee regarding air quality issues and oversee the development and implementation of studies and programs to protect and improve air quality in the CTCOG region.

### **ARTICLE III MEMBERSHIP**

#### **Section 1:**

Advisory Committee membership shall consist of:

- a) One member from each county of the Central Texas Council of Governments— Bell, Coryell, Hamilton, Lampasas, Milam, Mills, and San Saba.
- b) One member from each municipality with a population in excess of 10,000 residents as of latest census. Based on the 2010 census, the following municipalities are eligible: Belton, Copperas Cove, Gatesville, Harker Heights, Killeen, and Temple.
- c) One Representative from each of the following: Fort Hood; Public Transit; Private Industry or Business; Public Health; Economic Development or Chamber of Commerce; Public School District; Major Power Generating Company; Public Environmental Organization; Citizen Representative.



- d) Non-Voting/Ex-Officio Members to include Killeen-Temple Metropolitan Planning Organization; Texas Department of Transportation; Texas Commission on Environmental Quality; other interested individuals or groups.

Voting members of the Advisory Committee shall be #a-c above.

Proxies designated in writing by members of the Committee will count towards a quorum and will be permitted to vote in their stead.

## **Section 2:**

- a) County representatives will be appointed by their elected County Judge and Municipal representatives will be appointed by the City Mayor. Both appointments shall be in writing.
- b) The Fort Hood representative shall be designated in writing by the Garrison Commander or his/her designee.
- c) The Public Transit representative shall be designated in writing by the Hill Country Transit District board of directors.
- d) The other voting representatives will be selected and approved by a majority vote of the Advisory Committee.
- e) Non-Voting/Ex-Officio membership shall be requested in writing to the Advisory Committee in care of the CTCOG staff coordinator, and may be approved by the Advisory Committee at any time during the biennium.
- f) Confirmation of continuing status as representatives shall be provided in writing at the beginning of each biennium. There are no term limits.

## **Section 3:**

There shall be no discrimination in any respect in selection of members or any activity of the Advisory Committee due to race, color, sex, religion, handicap/disability, age, or national origin.

## **ARTICLE IV OFFICERS/STAFF**

### **Section 1:**

The officers of the Advisory Committee shall be a chair and two vice chairs who shall be elected by a quorum of the Advisory Committee voting members.

- a) Officer Elections shall be held during the first meeting after the beginning of each biennium.
- b) Subsequent officer elections will be held as required to fill any unexpired terms.

- c) An officer shall not hold the same office for more than two consecutive terms.

**Section 2:**

The chair shall preside at all meetings of the Advisory Committee. The chair and/or staff representative may represent the Advisory Committee in presentations to the Executive Committee and to outside entities.

**Section 3:**

The first vice chair shall perform the duties of the chair in the absence of the chair.

**Section 4:**

If the chair and the vice chair are each absent or unable to perform their duties, the second vice chair shall perform all duties of the chair. Additionally, the second vice chair, with staff assistance, shall record and maintain attendance records and minutes.

**Section 5:**

A member of the Central Texas Council of Governments staff, as assigned by the Executive Director, will serve as staff and administrative support for the Advisory Committee. The CTCOG staff shall archive minutes of all Advisory Committee meetings and shall perform such duties as may be required by the Executive Director or requested by the Advisory Committee.

**ARTICLE V  
MEETINGS**

**Section 1:**

The Advisory Committee shall comply with the Texas Open Meetings Act and meet biannually or more frequently as deemed germane to the program. Time and location of special meetings shall be announced as required by the Texas Open Meetings Act.

**Section 2:**

All meetings of the Advisory Committee shall be open to the public. An opportunity for public comments will be on the agenda for each meeting.

**Section 3:**

A quorum at any Advisory Committee meeting shall be one-third of the voting membership. An act of the majority of the members, in a meeting at which a quorum is present, shall be the act of the Advisory Committee.

**ARTICLE VI  
PARLIAMENTARY AUTHORITY**

Robert's Rules of Order shall prevail as a guide for all meetings of parliamentary procedures with the exception that ex-officio members do not have voting rights.

**ARTICLE VII  
AMENDMENTS TO BYLAWS**

The Bylaws of the Advisory Committee may be reviewed at any time and may be altered, amended, or repealed as required by two-thirds vote of the Advisory Committee members present.

**ARTICLE VIII  
CONFLICTS OF BYLAWS**

The Bylaws of the Advisory Committee shall be subject to review and adoption by the Central Texas Council of Governments Executive Committee, and they shall not be in conflict with the CTCOG bylaws. Should a conflict arise, then the bylaws of the Central Texas Council of Governments shall prevail.

**APPROVAL**

These Bylaws were approved by a majority vote of a quorum present of the advisory committee on \_\_\_\_\_, 2016.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Staff

**GLOSSARY**

**Citizen Representative:** Any interested or concerned individual who expresses a desire to serve on the advisory committee.

**Biennium:** The two-year period of time for which advisory committee is funded by TCEQ; begins on the first day of September on odd-numbered years and ends on the last day of August two years later.

## **Agenda Item IX**

### **Technical Studies Education and Outreach Programs**



## **CTAIR Technical Studies by Ramboll-Environ**

### **Task 1.1: Control Strategy Evaluation**

Draft: October 30, 2016

Final: November 30, 2016

Describe control strategies recommended for inclusion into the Ozone Advance Action Plan.

### **Task 1.2: QAPP for Control Strategy Evaluation**

Draft: May 15, 2016

**Complete: [On Website](#)**

### **Task 2.1: Emission Inventory Improvement**

Draft: May 20, 2017

Final: June 20, 2017

Document emissions inventory evaluation and improvement projects and provide information necessary to update TCEQ modeling files. Describe steps taken and any background relevant to the project.

### **Task 2.2: QAPP for emission Inventory Evaluation**

Draft: June 15, 2016

**Complete: [On Website](#)**

### **Task 3.1: Photochemical Modeling**

Draft: March 15, 2017

Final: April 15, 2017

Document results of the photochemical modeling activities in a report. Include important analyses and results from inventory development and photochemical modeling work.

### **Task 3.2: Modeling Protocol for Photochemical Modeling**

Draft: April 1, 2016

Final: May 1, 2016

**Complete: [On Website](#)**

### **Task 4.1: High Ozone Day Analysis**

Draft: November 15, 2017

Final: December 15, 2017

Summarize high ozone days during the 2015, 2016, and 2017 ozone seasons and analyze recent trends in ozone design values and 4<sup>th</sup> highest daily maximum 8-hour average ozone at the Killeen Skylark and Temple Georgia CAMS monitors.

### **Task 4.2: QAPP for High Ozone Day Analysis**

**Complete: [On Website](#)**



## **Air Quality Education/Outreach Plan and Budget**

**Total Budget: \$59,444**

### Travelling Trunks

- Trunks will be available to teachers to check out. Will start with two trunks geared towards elementary aged kids
- Each trunk will contain everything that is needed to give the students a lesson on air quality that conforms to the TEKS standards
- Trunks may include: books, handouts, activities, DVDs, lesson plan, PowerPoint presentation, CDs
- Budget includes two Pelican brand cases that were recommended by Bell County Museum

**Estimated Budget: \$1,000**

### Transit Decals

- 16"-18" decals will fit on all HOP buses (one on each side)
- There are 75 urban buses and 45 rural buses (120 buses)
- Price for 16" decal approximately \$6.45

**Estimated Budget: \$2,000**

### Bike Racks

- Place bike racks in wanted/needed areas of KTMPO
- BPAC has been made aware of project and is working on a list of areas that need bike racks
- BPAC's criteria for bike rack placement: Near a bus stop, business friendly, near bathrooms/water
- Ground Control Systems specializes in bike racks (docks). Wholesale pricing, audits, drawings/layouts. Approximately \$225/per.
- Staple rack—Approximately 150/per

**Estimated Budget: \$20,000**

### Billboards

- Place educational messages on I35, I90, and throughout cities of Belton, Temple, Killeen
- Non-Profit billboard placement is \$125.00/poster and \$1344.00/bulletin (reusable) as available
- Purchase billboard placement is \$2,200/poster/2 weeks/4 locations and \$700-\$2200/bulletin/2 weeks /1 location

**Estimated Budget: \$20,000**

### Radio Ads

- Educational spots about air quality airing during high traffic times

**Estimated Budget: \$10,000**

**Remaining Budget: \$6,444.00**

Will be used to cover miscellaneous and any underestimated cost