

**Annual Report of Activities of the Administrative Fund for Air Quality Monitoring in the Paso del Norte Air Basin, based on the North American Development Bank (2021)**

Pursuant to articles 7 g) and 12 i) of the Resolution for the creation of the technical commissions to support the Administrative Fund for Air Quality Monitoring in the Paso del Norte Air Basin based on the North American Development, the Administrative Unit presents the yearly report for 2021.

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## I. JAC Approval of Resolution

During the [78<sup>th</sup> meeting of the JAC on February 11, 2021](#), members unanimously approved the [Resolution for the creation of the technical commissions to support the Administrative Fund for Air Quality Monitoring in the Paso del Norte Air Basin based on the North American Development](#), which creates two technical commissions (Fund Committee and Administrative Unit) to govern and provide administrative support to AQF, outlining their membership and responsibilities.

Figure 1. Structure of AQF.



## II. Administrative Unit

The administrative Unit has diligently fulfilled its duties by drafting policy document proposals, meeting regularly, preparing agenda items and invitations for Fund Committee sessions, undergoing procurement procedures for operations and maintenance, creating a webpage to make all relevant documentation available to the public, among other activities as outlined by the resolution.

### Appointments

Official appointment documents can be found [here](#).

Table 1. Appointments to the Administrative Unit

Institution	Representative	Date sent
Texas Commission on Environmental Quality.	• Melanie Scruggs, Senior Project Manager, Texas Commission on Environmental Quality	• First letter: 04/15/2021
	• Sergio Vasquez, Senior Project Manager, Texas Commission on Environmental Quality (TCEQ)	• Second letter (current): 12/08/2021
Urban Development and Ecology Secretariat of Chihuahua.	• Ing. Cesar Ismael Fierro Cárdenas, Secretaría de Desarrollo Urbano y Ecología (SEDUE)	First Letter: 04/20/2021

	• Ing. Martha Erika Caballero Sánchez	
Juárez Municipality, Chihuahua.	• Ricardo Aragón Burciaga, Jefe del Departamento de Verificación Vehicular y Calidad del Aire, Dirección de la Ecología del Municipio de Juárez	First letter: 05/05/2021 Second Letter: 01/27/2021

## Meetings

Table 2. Meetings of the Administrative Unit

Administrative Unit Meetings in 2021 <sup>1</sup>	Date
First	06/01/2021
Second	06/11/2021
Third	06/25/2021
Fourth	07/09/2021
Fifth	08/09/2021
Sixth	09/19/2021
Seventh	11/08/2021

## Ruling documents and others, drafted by the Administrative Unit

Table 3. Documents

<a href="#">Letter to the Fund Committee from the Administrative Unit</a>
<a href="#">Procurement Procedure for the Operation of the Administrative Fund for Air Quality Monitoring in the Paso del Norte Air Basin based in the North American Development BANK</a>
<a href="#">Conflict of Interest Policy for the AQF</a>
<a href="#">Summary of procedures and formalities for meetings of the Fund Committee</a>

## Procurement procedures for operations and maintenance <sup>2</sup>

Table 4. Documentation and communications related to the procurement procedure for operations and maintenance

Solicitud de Cotización/Request for Bids	10/08/2021
Letter to the NADB regarding contract for operation and maintenance	10/27/2021
Conflict of Interest Forms for O&M procurement	
Email to "Asesores en Implementación de Tecnologías" requesting quote	08/10/2021
Email to "Periferios y Sistemas S.A.de C.V." requesting quote	08/10/2021
Email to "Centro de Ciencias Atmosféricas y Tecnologías Verdes de la Universidad Autónoma de Ciudad Juárez" requesting quote	08/10/2021
Quote by "Asesores en Implementación de Tecnologías"	08/17/2021
Quote by "Periferios y Sistemas S.A.de C.V."	08/17/2021
Quote by "Centro de Ciencias Atmosféricas y Tecnologías Verdes de la Universidad Autónoma de Ciudad Juárez"	08/17/2021
Dictamen de propuestas recibidas	08/17/2021
Approval by Fund Committee on procurement recommendation	09/02/2021

<sup>1</sup> Some meetings agenda's and notes are available upon request.

<sup>2</sup> Documents are available upon request to the administrative unit.

Email to “Asesores en Implementación de Tecnologías” sharing procurement outcome	11/09/2021
Email to “Periferos y Sistemas S.A.de C.V.” sharing procurement outcome	11/09/2021
Email to “Centro de Ciencias Atmosféricas y Tecnologías Verdes de la Universidad Autónoma de Ciudad Juárez” sharing procurement outcome	11/01/2021
<a href="#">Letter by the Fund Committee Cochairs to NADB regarding contracting for Operations and Maintenance</a>	10/27/2021

## Fundraising

Table 5. Grants and Funding applications

Institution	Grant proposal	Application date	Status
Marathon Petroleum Foundation through the Paso del Norte Community Health Foundation	<a href="#">Additional Monitoring Station for the Juarez Network</a>	11/01/2021	Granted. Pending fund transfer to NADB from the Paso del Norte Community Foundation. AU must report on project through true impact platform.
Commission for Environmental Cooperation	<a href="#">Air Quality Monitoring in Anapra, Juárez. A community based approach.</a>	11/21/2021	Pending results, due February 7 <sup>th</sup> , 2022

## Webpage and activity database

Compliant to Article 19 of the Resolution, the Administrative Unit in collaboration with the JAC administrative liaison has included a section within the JAC webpage for [AQF](#). All relevant documents, including the Resolution, appointments to the technical commissions, procurement procedures, conflict of interest policy, Fund Committee agendas, meeting minutes, official correspondence, and other relevant information has been uploaded and is available to the public.

## III. Fund Committee

### Appointments

Official appointment documents can be found [here](#).

Table 6. Appointments to the Fund Committee

Institution	Representative	Date
United States Environmental Protection Agency.	• Mariama Mitchell, Texas Air Grant Project Officer, Environmental Protection Agency (EPA) Region 6	First letter: 04/30/2021

Texas Commission on Environmental Quality.	<ul style="list-style-type: none"> <li>• Richard "Cory" Chism, Deputy Director of Monitoring Division, Texas Commission on Environmental Quality (TCEQ)</li> </ul>	First letter: 04/15/2021
New Mexico Environment Department (NMED).	<ul style="list-style-type: none"> <li>• Armando Paz, Environmental Analyst, New Mexico Environment Department (NMED)</li> </ul>	First letter: 05/07/2021
City of El Paso, Texas.	<ul style="list-style-type: none"> <li>• Anthony Dekeyzer, Assistant Director of Transit Operations, City of El Paso</li> </ul>	First letter: Pending
Mexico's Ministry for Environment and Natural Resources, through the National Ecology and Climate Change Institute (INECC).	<ul style="list-style-type: none"> <li>• I.Q. Valia Maritza Goytia Leal, Directora de los Laboratorios del INECC. R.I.P.</li> <li>• Ing. Oscar Alfredo Fenantes Arriaga, Subdirector de Monitoreo de la Calidad del Aire</li> </ul>	First letter: 07/08/2021
Urban Development and Ecology Secretariat of Chihuahua.	<ul style="list-style-type: none"> <li>• Dr. Gilberto Wenglas Lara, Director de Ecología, Secretaría de Desarrollo Urbano y Ecología (SEDUE)</li> <li>• Ing. Francisco A. Gómez Licón</li> </ul>	First letter: 04/30/2021
Juárez Municipality, Chihuahua.	<ul style="list-style-type: none"> <li>• M.V.Z. Margarita Edith Peña Pérez, Directora de Ecología del Municipio de JUÁREZ</li> <li>• Lic. Roberto Mendoza, Jefe del Departamento Jurídico de la Dirección de Ecología del Municipio de Juárez</li> </ul>	First letter: 05/05/2021
	<ul style="list-style-type: none"> <li>• Lic. Socorro Yesenia Anaya Retana, Directora de Ecología del Municipio de JUÁREZ</li> <li>• Ricardo Aragón Burciaga, Jefe del Departamento de Verificación Vehicular y Calidad del Aire, Dirección de Ecología del Municipio de Juárez</li> </ul>	Second Letter: 01/27/2022

## Meetings

Table 7. Fund Committee meetings

Meeting (Agenda and minutes available in link below)	Date
<a href="#">First</a>	08/04/2021
<a href="#">Second</a>	09/02/2021
<a href="#">Third</a>	11/17/2021
<a href="#">Fourth (future meeting)</a>	02/02/2022

## IV. Budget

Table 1: Funding for AQF.

Public entities	
North America Development Bank	\$25,000.00 <sup>3</sup>
Texas Commission for Environmental Quality	\$25,000.00
Private Entities	
Marathon Petroleum Foundation	\$99,753.50 <sup>4</sup>
Institutions undergoing internal process to contribute	
State of Chihuahua	To be determined
Juárez Municipality	To be determined
NMED	To be determined
Grant applications pending resolution – Calendar 2022	
CEC E4J grant	Not Granted.
US EPA	\$102,000.00 (Pending)

<sup>3</sup> NADB donation was on Calendar Year 2021, but will be deposited to the fund in 2022 as work for the operation and maintenance contract occurs.

<sup>4</sup> Money was awarded in Calendar Year 2021, but money was added to the fund until 2022.

## V. Location of monitoring stations supported by AQF

AQF currently supports three monitoring stations located in Ciudad Juárez, Chihuahua. Ciudad Juárez belongs to the Paso del Norte Air Basin shared with El Paso, TX, and Doña Ana, NM.

Figure 1: Location of Ciudad Juarez monitoring stations.

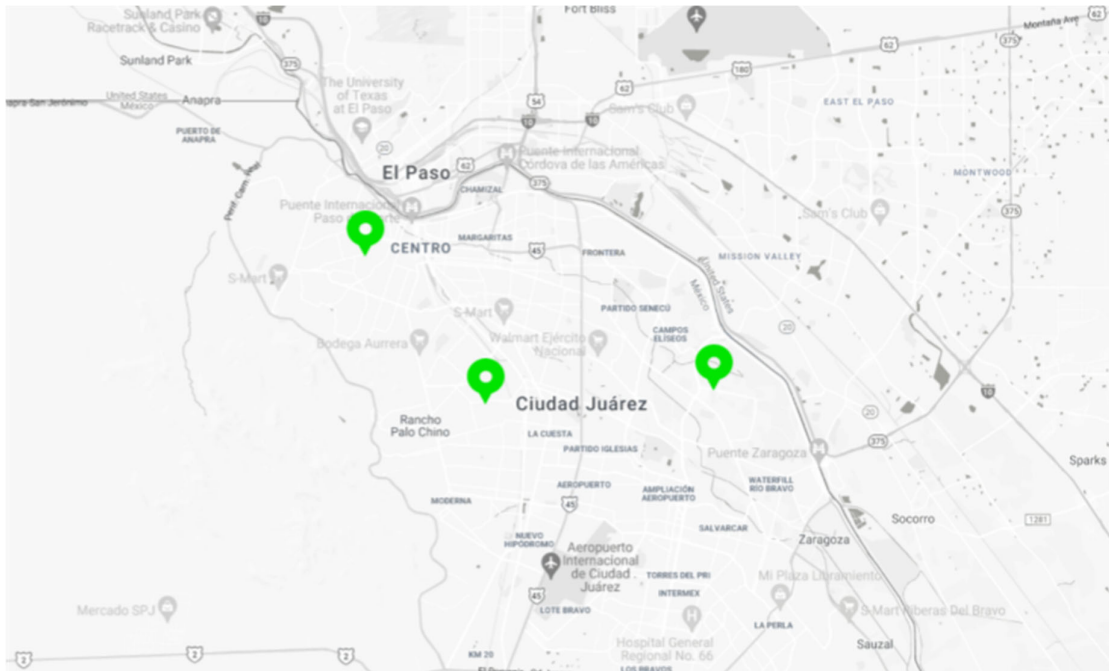


Table 2: Monitoring stations supported by AQF.

Monitoring Station	Coordinates
Canales Lira	31.74 N, 106.5 O
Advance	31.69 N, 106.46 O
PTAR	31.69 N, 106.38 O