

**MINUTES  
CITY OF FORT COLLINS  
AIR QUALITY ADVISORY BOARD**

**Date:** Monday, April 20, 2015  
**Location:** Community Room, 215 N. Mason Street  
**Time:** 5:30–8:00pm

**For Reference**

John Shenot, Vice-Chair 970-988-4055  
Ross Cunniff, Council Liaison 970-420-7398  
Melissa Hovey, Staff Liaison 970-221-6813

**Board Members Present**

John Shenot  
Robert Kirkpatrick  
Mark Houdashelt  
Gregory Miller  
Vara Vissa

**Board Members Absent**

Tom Griggs  
Rich Fisher  
Jim Dennison

**Staff Present**

Melissa Hovey, Senior Environmental Planner  
Lisa Rosintoski, Utilities Customer Connections Manager  
John Phelan, Energy Services Manager  
Peter O’Neill, Energy Board Chair

**Staff Absent**

Dianne Tjalkens, Admin/Board Support

**Councilmembers Present**

**Guests**

Matt Tribby, Air Quality Engineer, Golder Associates/citizen

---

**Call to order:** 5:38pm.

**Public Comments:**

None

**Review and Approval of Minutes**

Mark moved and Robert seconded a motion to approve the March 2015 AQAB minutes as presented.

Motion passed unanimously, 5-0-0.

---

**AGENDA ITEM 1: Energy Policy**

*Lisa Rosintoski, and Peter O’Neill, and John Phelan gave a brief presentation on the draft Energy Policy developed by staff and the Energy Board.*

The Energy Board would like to work with the Air Quality Advisory Board on metrics for the Energy Policy. Seeking input on what kinds of information they should present to Council. A copy of the draft Energy Policy will be provided to AQAB members in the near future.

## Comments/Q&A

- What specific pathways were modelled in CAP? When do different actions ramp up? What policies does Council need to push in order to do what the model says?
    - Energy efficiency is almost all in existing buildings
    - Electrification as part of Energy Policy. Address sources of energy and associated emissions from wood or diesel and the air quality impacts. Diesel operators.
  - How can roof top solar be made more affordable?
  - Need stakeholder engagement to address why.
  - Board requests a copy of the draft policy when staff is ready for comments.
- 

## AGENDA ITEM 2: Transportation Air Quality Impacts Guidance Manual

*The board picked up from last month's debate on this topic and continued with a guided discussion on its involvement with this BFO offer and suggestions for project planning and implementation.*

## Comments/Q&A

- Does the manual apply only to City projects or large development projects?
    - Both.
  - Define what a project is.
  - What are construction impacts versus operational impacts?
  - Use as a tool to track reductions in GHGs.
  - Do a work session with Transportation staff on developing a scope of work.
  - Board agreed to come up with list of questions that contractors would need the manual to address.
  - Should apply to projects that already require a traffic study.
  - How to account for development that supports public transportation and fewer cars?
- 

## AGENDA ITEM 3: Fugitive Dust Pilot Project

*The board discussed next steps in advancing the Fugitive Dust ordinance and planning of a summer pilot project.*

Pilot project using two identical projects, but compare projects with using the manual and without using the manual. Measure the time and cost of the two projects. Would be ideal to find projects with the same contractor.

## Comments/Q&A

- John Volckens back pack monitoring equipment.
  - Build success stories through City projects of small size.
- 

## AGENDA ITEM 4: Other Business

### Elections

Greg nominated John for Chair of the Air Quality Advisory Board for 2015. Mark seconded. Motion passed unanimously, 5-0-0.
---

Robert nominated Mark for Vice Chair of the Air Quality Advisory Board for 2015. Greg seconded.  
Motion passed unanimously, 5-0-0.

### **AQAB Work Plan**

- Jim's email regarding asbestos mitigation
- Transportation manual
- Dust pilot
- CAP implementation
- GHG manual to evaluate what projects are worth doing
- Energy Policy
- Review air quality manual
- Ozone nonattainment
- Indoor air quality
- John will circulate list via email for board to comment/prioritize

### **MMM Agreement**

- Briefly discussed terms of agreement and staff audit to be conducted in the next month

### **Ozone NAAQS Comments**

- Briefly discussed letter to EPA from the City signed by the Mayor in support of EPA's proposal to strengthen the NAAQS standard.

### **Review of City Council 6 Month Agenda Planning Calendar**

- Briefly reviewed calendar

### **Agenda Items for May**

- Included in discussion on priorities

---

**Meeting Adjourned:** 8:11pm

**Next Meeting:** May 18