

Air Quality Advisory Board (AQAB) 2016 Annual Report

2016 AQAB Membership

John Shenot (chairperson January – April)

Mark Houdashelt (vice-chairperson January – April, chairperson May – December)

Vara Vissa (vice-chairperson, May – December)

Jim Dennison

Rich Fisher

Tom Griggs

Rob Kirkpatrick

Greg Miller

Chris Wood

1. Major Agenda Topics and Invited Presenters for 2016 AQAB Meetings

The table below lists the major agenda topics, presenters, and formal actions taken by the AQAB for each of its 2016 meetings; some agenda items involved Board discussion only. Each meeting also included brief updates on topics not noted here but described in Section 3, if relevant.

Date	Major Agenda Topics	Presenter(s)	Formal Action(s) Taken
	Hazardous Materials and Emergency Preparedness	Mike Gavin, Director, Office of Emergency Management; Matt Housley, HazMat Team Captain; Ron Gonzales, Assistant Fire Marshall; and Matt Zoccali, Regulatory and Governmental Affairs Manager	None
1/25/16	Fugitive Dust	Lindsay Ex, Environmental Program Manager	Recommendation to City Council: The AQAB strongly recommended adoption of the version of the Dust Control Ordinance requiring that the best management practices specified in the Dust Prevention and Control Manual be implemented (option 1) with an enforcement date of November 1, 2016.
	2015 AQAB Annual Report	None	The AQAB approved the 2015 Annual Report, as amended.

Date	Major Agenda Topics	Presenter(s)	Formal Action(s) Taken
2/22/16	Indoor Air Quality/Healthy Homes	Mary Pat Aardrup, Environmental Planner	None
	Hazardous Materials and Emergency Preparedness	None	The AQAB requested that Staff provide Board with: (1) BFO offers related to Hazmat staffing, and (2) status of external audits or ratings of Hazmat procedures.
	Fugitive Dust Ordinance	Lindsay Ex, Environmental Program Manager	None
3/21/16	2017-2018 Budgeting for Outcomes (BFO) Process	Lindsay Ex, Environmental Program Manager (in place of Lawrence Pollack, Budget Director)	None
	Climate Action Plan (CAP) Implementation	Lindsay Ex, Environmental Program Manager	The AQAB requested that Staff: (1) update Board on status of organics collection in the CRO, and (2) arrange for PRPA to present its diversification plan at a future meeting.
	Fugitive Dust Ordinance	Lindsay Ex, Environmental Program Manager	Recommendation to City Council: The AQAB recommended adoption of the Dust Prevention and Control Manual for all projects, or if a hybrid approach is chosen instead, to require soft enforcement ASAP. The Board also requested that Staff determine how quickly soft enforcement could begin.
4/18/16	West Nile Virus Program Update	Matt Parker, Crew Chief	The AQAB asked Staff to provide Board with larvicide effectiveness data, if available.
	Air Quality Monitoring Summary	Cassie Archuleta, Environmental Planner	The AQAB asked Staff to provide Board with a map of local methane monitoring and inform Board when new monitoring sites or a monitoring network assessment are considered.
	Indoor Air Quality	Mary Pat Aardrup, Environmental Planner	The AQAB agreed to write a letter in support of increased funding for radon testing once Staff determines appropriate recipient of letter.

Date	Major Agenda Topics	Presenter(s)	Formal Action(s) Taken
5/16/16	Transportation Air Quality Impacts Guidance Manual (TAQIGM)	Chris Breiland and Andrew McFadden (Fehr & Peers); Shelby Sommer (The Brendle Group)	None
	Transfort Route Improvement Project (TRIP)	Timothy Wilder, Service Development Manager	None
6/20/16	Community Recycling Ordinance	Susie Gordon, Senior Environmental Planner	The AQAB asked Staff to provide Board with the GHG implications associated with the various CRO options and agreed to write a recommendation to Council regarding CRO at a future meeting.
	West Elizabeth Enhanced Travel Corridor (WETC)	Amy Lewin, Senior Transportation Planner, and Emma Belmont, Transit Planner	The AQAB agreed to draft a Council recommendation regarding WETC for amendment and approval at next meeting.
	AQ Issues of Concern and Possible Future Agenda Items	None	Based upon feedback from Staff, the AQAB decided that no further action was required at this time with respect to the City's Hazmat procedures.
7/18/16	West Elizabeth Enhanced Travel Corridor (WETC) and CAP Appropriations	None	Recommendations to City Council: The AQAB recommended: (1) adoption of the WETC plan and encouraged the use of TAQIGM therein, and (2) allocation of reserve funds for continuation of ongoing energy efficiency rebate programs through the end of 2016.
	Radon and Asbestos	None	The AQAB asked Staff to: (1) arrange for a formal presentation from appropriate Staff on City's asbestos mitigation requirements, and (2) consult relevant City Staff to determine where to get more information on radon exposure and associated health risks.
	BFO Offers	None	Recommendation to City Council: The AQAB recommended 13 BFO offers to prioritize for funding.

Date	Major Agenda Topics	Presenter(s)	Formal Action(s) Taken
8/15/16	Ozone State Implementation Plan	Cassie Archuleta, Environmental Planner	The AQAB requested that Staff keep the Board better updated on the development of the next SIP.
	Community Recycling Ordinance	None	Recommendation to City Council: The AQAB recommended that Council adopt the CRO with an aggressive schedule for inclusion organics collection.
	BFO Offers	None	None
	2017 AQAB Work Plan	None	None
9/19/16	BFO Offers	None	Recommendation to City Council: The AQAB recommended 15 BFO offers to prioritize for funding, amending its previous recommendation. The AQAB Chair requested that Staff arrange a meeting of Board chairs to discuss the effectiveness of providing Council with BFO recommendations.
	2017 AQAB Work Plan	None	The AQAB approved its 2017 Work Plan.
10/17/16	Transportation Air Quality Impacts Guidance Manual	Chris Breiland and Andrew McFadden (Fehr & Peers); Shelby Sommer (The Brendle Group)	None
	2017 Air Quality Survey	Mary Pat Aardrup, Environmental Planner	None
11/21/16	Downtown Plan	Rebecca Everette, Senior Environmental Planner	The AQAB agreed to write a recommendation to Council generally supporting the Downtown Plan, but with specific concerns, to be amended and approved at a future meeting.
	Asbestos	Mike Gebo, Chief Building Official	The AQAB requested that Staff: (1) include the asbestos mitigation checkboxes required by Colorado Senate Bill 13-152 as a separate form to be completed by applicants for building permits, and (2) remove a misleading date on the demolition permit form.

Date	Major Agenda Topics	Presenter(s)	Formal Action(s) Taken
12/19/16	Asbestos	None	The AQAB requested that Staff remove the term “Residential” from the title of the new Asbestos Statement Disclosure form, since Colorado Senate Bill 13-152 does not restrict this disclosure to only residential remodels/demolitions.
	Radon	None	The AQAB tabled a potential recommendation to City Council until Board can further explore options for improving radon mitigation rates.
	Downtown Plan	None	Recommendation to City Council: The AQAB recommended that Council adopt a version of the Downtown Plan that includes strong AQ and GHG-reduction actions and provided suggestions for additional potential programs and actions to include in the Plan.
	AQAB 2016 Annual Report	None	None

2. Other Boardmember Activities

In addition to the regular meetings, AQAB members also participated in the following activities in 2016:

- February 9 – John Shenot attended the City Council work session on the proposed fugitive dust ordinance
- February 18 – Mark Houdashelt and Chris Wood attended the Boards & Commissions Super Issue meeting on the Downtown Plan, results from the recent Community Survey, and other topics
- February 24 – Jim Dennison attended the final stakeholder meeting of the City’s Fugitive Dust Working Group
- March 2 – Mark Houdashelt attended the Downtown Choices Workshop #2: Supporting Future Investment in Downtown, Climate Action Plan Implementation, and Growth and Density
- March 10 – Mark Houdashelt attended the City Council work session on the CAP
- April 5 – John Shenot attended the City Council work session on the proposed fugitive dust ordinance

- June 1 – Mark Houdashelt and Vara Vissa attended the Boards & Commissions Super Issue meeting on Dark Skies, the CAP, and the online BFO tool
- June 16 – Mark Houdashelt attended the open house on the Draft Recommended Design for the West Elizabeth Enhanced Travel Corridor
- June 23 – Mark Houdashelt attended the meeting of the Energy Board dedicated to CAP initiatives, modelling, and cost/savings estimates
- July 25 – Mark Houdashelt and Vara Vissa met with Ross Cuniff, City Council liaison to the AQAB, to discuss the AQAB’s performance, its priorities, and potential AQ-related areas of interest to City Council
- July 27 – Mark Houdashelt attended the CAP Open House with Governor Bill Ritter at the Lincoln Center
- August 10 – Mark Houdashelt met with Susie Gordon and Jonathon Nagel to discuss the Community Recycling Ordinance and the City’s options for dealing with organic waste
- August 18 – Mark Houdashelt attended the City’s “For the Love of Volunteers” picnic
- September 26 – Vara Vissa attended the Malcom Baldrige National Quality Award examiner visit and Boardmember interviews
- September 28-29 – Mark Houdashelt attended the 21st Century Energy Transition Symposium at CSU
- October 4 – Mark Houdashelt attended the Timberline Recycling Center grand opening
- November 2 – Vara Vissa and John Shenot attended the Annual Boards & Commissions Appreciation Dinner
- November 7 – Vara Vissa attended the PSD District Advisory Board meeting focused on building operations, sustainability, and energy efficiency
- November 30 – Chris Wood attended the Boards & Commissions Super Issue meeting on broadband, revenue diversification, and the Entertainment District
- Mark Houdashelt attended multiple meetings of the Bicycle Advisory Committee throughout the year and the joint meeting of the Transportation Board and the Bicycle Advisory Committee in June.

3. Progress on Major Focus Areas Identified in the AQAB 2016 Work Plan

This final section of the Annual Report compares AQAB activities and milestones to the “major focus areas” in our 2016 Work Plan. The numbered focus areas are copied verbatim from the 2016 Work Plan. Formal recommendations from the AQAB to City Council are shown in bold in the most relevant focus area.

1. Provide input, feedback, and advice on the development of a manual for assessing the air quality impacts of transportation-related projects and corridor plans, including training of city staff on use of the manual, and initial implementation efforts.
 - May – the AQAB provided input on the structure and application of the Transportation Air Quality Impacts Guidance Manual (TAQIGM), including potential case studies to be included.

- June – the AQAB discussed the use of the TAQIGM for the West Elizabeth Enhanced Travel Corridor (WETC).
 - July – the AQAB approved a WETC recommendation to City Council that encouraged the TAQIGM’s use be incorporated as part of that project.
 - October – the AQAB critiqued the first draft of the TAQIGM.
 - November – the AQAB recommended that Staff include immediate adoption of the TAQIGM as part of the Downtown Plan.
 - December – the AQAB approved a Downtown Plan recommendation to City Council that encouraged immediate adoption of the TAQIGM as part of that project.
 - In addition, the AQAB received updates on the progress of the TAQIGM’s development at its meetings in January, February, March, April, August and September.
2. Provide recommendations and advice on the development and implementation of policies and programs for reducing the public’s exposure to fugitive dust and smoke from wildfires, woodstoves, and other outdoor burning activities.
- January – the AQAB discussed the options being presented to City Council for adoption of a Dust Ordinance and use of the Dust Prevention and Control Manual. **The AQAB strongly recommended that City Council adopt the version of the Dust Control Ordinance that required that the best management practices specified in the Dust Prevention and Control Manual be implemented (option 1) with an enforcement date of November 1, 2016.**
 - February – the AQAB discussed new Dust Ordinance options being presented to City Council, cost estimates for implementation of the Dust Prevention and Control Manual, and potential size thresholds for disturbed areas required to use the Manual.
 - March – the AQAB discussed a new hybrid approach being recommended to City Council for implementation of the Dust Prevention and Control Manual and how quickly soft implementation could begin. **The AQAB recommended that City Council adopt the Dust Prevention and Control Manual for all projects, or if a hybrid approach is chosen instead, to require soft enforcement ASAP.**
 - In addition, the AQAB received updates on the status of the Dust Ordinance and the implementation of the Dust Prevention and Control Manual at its meetings in April, May, and June.
3. Review progress and provide recommendations on implementation of the Climate Action Plan and related initiatives.
- March – the AQAB received a comprehensive update on CAP implementation, modelling, cost analysis, messaging, potential pathways to achieving the 2020 goal, and related mid-term budget offers; the AQAB requested that City Staff provide the Board with an update on the status of organics collection in the Community Recycling Ordinance (CRO) and arrange for PRPA to present its diversification plan at a future Board meeting.
 - May – the AQAB received a presentation on the Transfort Route Improvement Project (TRIP) and discussed the use of the TAQIGM to help guide CAP decision-making.

- June – the AQAB received a presentation on the CRO; the AQAB requested that City Staff provide the Board with information on the GHG implications of the various CRO options and agreed to write a recommendation to City Council in support of the CRO for approval at a future meeting.
 - June – the AQAB received a presentation on the WETC and its estimated GHG impacts; the AQAB agreed to write a recommendation to City Council in support of the WETC for approval at a future meeting.
 - July – the AQAB discussed BFO offers, ranked these based upon anticipated AQ and GHG impacts, and produced a preliminary list of offers to recommend for funding.
 - July – **the AQAB recommended that City Council adopt the WETC and approve the use of reserve funds to keep the City’s energy efficiency rebate programs viable through the end of 2016.**
 - August – **the AQAB recommended that City Council adopt the CRO with an aggressive schedule for incorporating the inclusion of organics collection.**
 - August – the AQAB further discussed BFO offers, given new information on the associated GHG emission reductions, and re-ranked these based upon anticipated AQ and GHG impacts.
 - September – the AQAB reviewed the City Manager’s recommended budget and produced final rankings of the BFO offers to recommend for funding.
 - October – the AQAB critiqued the first draft of the TAQIGM and discussed its methodologies for calculating GHG emission reductions.
 - November – the AQAB received a presentation on the Downtown Plan and expressed concerns that the Plan was not aggressive enough (in terms of GHG-reducing measures) to be consistent with CAP goals.
 - December - **the AQAB recommended that Council adopt a version of the Downtown Plan that includes strong AQ and GHG-reduction actions and provided suggestions for additional potential programs and actions to include in the Plan.**
 - In addition, the AQAB received updates on the status of the CAP and related initiatives in January (comprehensive CAP update), February (CAP strategies, modelling, and messaging; CRO), March (Downtown Plan; Old Town Plan; WETC), April (Council approval of CAP mid-term budget items; CRO; Downtown Plan), May (CAP-related BFO offers; CRO), June (CRO; energy efficiency funding; solar rebates), July (CAP initiatives, modelling, and costs), September (CAP rebranding and emission reduction accounting), and November (Utilities Time-of-Use Pricing Pilot study).
4. Develop recommendations for sustaining and improving the City’s Healthy Homes program which promotes voluntary indoor air quality improvements, as well as recommendations for potentially expanding the program to reach more homes and commercial buildings.
- February – the AQAB received a comprehensive presentation on the City’s Healthy Homes program and the training of Master Home Educators.
 - April – the AQAB discussed radon and the Healthy Homes BFO offer and agreed to write a letter of support for increased funding for radon testing (given loss of CDPHE funds) after City Staff determines appropriate recipient of letter.

- June – the AQAB considered a proposal to examine the City’s requirements for radon reporting.
 - July – the AQAB recommended that City Council fund the Healthy Homes BFO offer.
 - July – the AQAB further discussed the health impacts of radon exposure, the potential for the City to increase radon mitigation rates, and options for future Board work on this issue.
 - September – the AQAB again recommended that City Council fund the Healthy Homes BFO offer.
 - November – the AQAB received a presentation on the Downtown Plan and suggested that the strong requirement for radon mitigation be retained.
 - December – after lengthy discussion, the AQAB tabled a recommendation to City Council that a working group be established to examine the health impacts and costs associated with various programs/policies for improving radon mitigation rates. AQAB and Staff decided to further research this issue, how it fits into the current Environmental Services Work Plan, and the potential need for a mid-term BFO offer to fund the suggested radon working group.
 - December - the AQAB recommended that Council adopt a version of the Downtown Plan that retains the strong requirement for radon mitigation present in the version of the Plan shared with the Board.
5. Address planning, development and policy decisions of interest that have the potential to positively or negatively affect regional haze and ozone levels in Fort Collins and recommend integrated, leveraged actions to reduce haze and ozone formation or to mitigate its impacts.
- April – the AQAB was presented the preliminary results of the City’s AQ monitoring for 2015 (ozone, CO, PM, VOCs and tracers from oil and gas operations, visibility); the AQAB requested that City Staff provide the Board with a map of local methane monitoring and inform the Board if new monitoring sites or a monitoring network assessment are being considered.
 - August – the AQAB received information on the status of the Colorado ozone SIP under development and decided it was too late in the process to effectively provide input; the AQAB requested that City Staff keep the Board better informed of the schedule for the next SIP.
 - In addition, the AQAB received updates on the status of the Colorado ozone SIP in June and July, on an NCAR ozone monitoring data assessment in July, and on a potential visibility perception study in September.
6. Review City policies, enforcement practices, and emergency response procedures for preventing and responding to hazardous air pollutant releases, and recommend changes as needed.
- January – the AQAB received a general presentation on Hazmat procedures (regulations, fixed vs. mobile sources, training, handling toxic releases).
 - February – the AQAB further discussed the Hazmat information presented at its January meeting; the AQAB requested that City Staff provide the Board with information on BFO offers related to increased staffing for the Hazmat team and whether the City’s Hazmat procedures had undergone external audits or ratings.

- April – the AQAB received a presentation about West Nile virus (WNV), the City’s efforts to control exposure and educate the public, and Larimer County’s authority to spray insecticide within city limits; the AQAB requested that City Staff provide the Board with information on the effectiveness of larvaciding (if available) but did not feel the need to recommend any changes in the City’s WNV program to City Council.
 - June – based upon the results of external audits of the City’s Hazmat procedures, the AQAB decided that no further Board action was required on this topic.
 - June – the AQAB considered a proposal to examine the City’s requirements for reporting of asbestos mitigation.
 - July – the AQAB further discussed asbestos and requested that City Staff arrange a future presentation on the City’s asbestos mitigation reporting requirements.
 - November – the AQAB discussed the City’s requirements for asbestos reporting during building permitting and requested that permit applications be updated by: (1) removing a misleading date from the demolition application, and (2) providing a supplemental form for remodels that includes the checkboxes suggested in Colorado Senate Bill 13-152.
 - December – the AQAB reviewed the supplemental asbestos removal disclosure form for remodels prepared by City Staff and requested that the term “Residential” be removed from the title of the form, since Colorado Senate Bill 13-152 does not restrict the disclosure requirement to residential properties.
 - In addition, the AQAB received updates on a CSU oil and gas emissions study in Weld County in July, and on West Nile virus prevention and implementation of the Martin Marietta MOU in September.
7. Update the Fort Collins Air Quality Plan, after seeking public input through a citizen survey and/or other means, unless Council requests that the Board delay this update until 2017 to synchronize it with related planning efforts.
- October – the AQAB provided input on the City’s draft AQ Survey.
 - To better coordinate with other City planning efforts, development of the AQ Plan was postponed until 2017.
8. Propose and review budget offers relating to or affecting air quality and make recommendations to Council on those offers.
- March – the AQAB received a general description of and schedule for the budgeting process, including the status of AQ offers and CAP planning.
 - April – the AQAB discussed the Healthy Homes BFO offer.
 - June – the AQAB received information from City Staff about the number of AQ/GHG-related BFO offers and decided upon a procedure for evaluating/ranking these.
 - July – the AQAB discussed BFO offers and ranked these based upon anticipated AQ and GHG impacts. **The AQAB made its initial recommendation to City Council of 13 priority BFO offers to fund.**
 - August – the AQAB further discussed BFO offers, given new information on the associated GHG emission reductions, and re-ranked these based upon anticipated AQ and GHG impacts.

- September – the AQAB reviewed the City Manager’s recommended budget and produced final rankings of the BFO offer to recommend for funding. **The AQAB made its final recommendation to City Council of 15 priority BFO offers to fund.**
9. Address unanticipated air quality issues and respond to requests from City Council for advice on any subject relating to the Board’s purpose.
 - See the asbestos and radon action items described in Focus Areas 6 and 4, respectively.
 10. Communicate regularly with the Transportation Board, Energy Board, Natural Resources Board and other Advisory Boards and collaborate with those Boards where appropriate to better advise Council on air quality and climate change issues.
 - Mark Houdashelt regularly attended meetings of the Bicycle Advisory Committee (BAC) and attended the joint meeting of the Transportation Board and BAC in June.
 - Mark Houdashelt attended the June meeting of the Energy Board dedicated to CAP initiatives, modelling, and cost/savings estimates.
 - Mark Houdashelt requested that Staff arrange a meeting with other Board Chairs to discuss the process of providing City Council with recommendations on BFO offers.
 - The need for greater collaboration with other Boards and a desire to place greater emphasis on public education and engagement were key points of discussion during development of the AQAB’s 2017 Work Plan, as the AQAB realizes that these areas have not been pursued to their fullest potentials.
 11. Advise Council on any opportunities that might arise for the City to participate in and influence air quality-related decisions affecting Fort Collins but falling under the jurisdiction of county, regional, state or national air quality authorities.
 - See the action items described in Focus Area 6 for West Nile virus (WNV) prevention (including Larimer County’s authority to spray insecticide within city limits), Focus Area 4 for asbestos mitigation (regulated at the State level), and Focus Area 5 for development of the Colorado ozone SIP.
 - In addition, the AQAB received updates on a CSU oil and gas emissions study in Weld County in July, and on WNV (potential City/County conflicts) and implementation of the Martin Marietta MOU (outside of City limits) in September.