

Air Quality Advisory Board (AQAB) 2017 Annual Report

2017 AQAB Membership

Mark Houdashelt (chairperson, January – December)

Vara Vissa (vice-chairperson, January – December)

Greg Clark (July – December)

Jim Dennison

Harry Edwards

Tom Griggs

Arsineh Hecobian (August – December)

Rob Kirkpatrick (January - May)

Greg Miller

Chris Wood

City Council Liaison: Ross Cunniff

Staff Liaison: Cassie Archuleta

1. Major Agenda Topics and Invited Presenters for 2017 AQAB Meetings

The table below lists the major agenda topics, presenters, and formal actions taken by the AQAB for each of its 2017 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
1/23/17	New Member Introductions/Board Orientation	None	The AQAB Chair agreed to speak to the Council Liaison regarding the appropriate level of detail to include in AQAB meeting minutes.
	2017 Air Quality Department and AQAB Work Plans	Cassie Archuleta, Environmental Planner	AQAB members agreed to review a new AQAB Issue Index, rank and/or add priority topics, and volunteer to coordinate Board actions on specific issues, as appropriate.
	2016 AQAB Annual Report	None	The AQAB approved the 2016 Annual Report.
2/27/17	Building Code Updates	Mike Gebo, Chief Building Official	Recommendation to City Council: The AQAB recommended that Council adopt the 2015 International Building Codes, with the expectation that the City will move toward building codes more aligned with the goals of the Climate Action Plan in the future.

Date	Major Agenda Topics	Presenter(s)	Formal Action(s) Taken
2/27/17 (cont.)	Climate Planning Update	Lindsay Ex, Environmental Program Mgr., and Emily Wilmsen, Public Relations Coordinator	None
3/20/17	Radon and Health Presentation	Eric Brown, Colorado Dept. of Public Health and the Environment	None
	Board Discussion of Draft Radon Recommendation	None	The AQAB Chair agreed to speak to the Council Liaison regarding whether a recommendation to study enhanced radon mitigation options be submitted to City Council before or after the Council retreat in May.
4/17/17	Composting – Organic Options (CORP)	Caroline Mitchell, Sr. Environmental Planner	The AQAB suggested that information about odor control and other issues be included in the CORP presentation.
	Board Elections	None	Mark Houdashelt and Vara Vissa were reelected as Chair and Vice-chair, respectively. Mark will remain as AQAB representative to the Bicycle Advisory Committee, with Greg Miller or Chris Wood substituting as needed.
	Radon Recommendation	None	Recommendation to City Council: The AQAB recommended that Council direct City staff to prepare a mid-term BFO offer to fund the research and other activities required to develop a more robust radon action plan for Fort Collins.
5/15/17	Board Administration Updates	Christine Macrina, Boards and Commissions Coordinator	None

Date	Major Agenda Topics	Presenter(s)	Formal Action(s) Taken
5/15/17 (cont.)	Time of Use Electric Rates	Randy Reusher, Utility Rate Analyst	The AQAB approved a motion to support the TOU rate structure and encourage additional outreach so that customers are well-informed about their opportunities to reduce their energy consumption and greenhouse gas emissions.
6/19/17	Discussion of City Council Priorities	None	Recommendation to City Council: The AQAB voted to remind Council of its April recommendation regarding radon mitigation. The AQAB also requested that staff schedule a presentation on emissions from outdoor burning in Fort Collins, once sufficient information has been gathered on the topic.
	TOU Rate Recommendation	None	The AQAB decided against submitting a revised recommendation to City Council regarding TOU electricity rates.
	Air Quality Data Update	Cassie Archuleta, Sr. Environmental Planner	Staff liaison agreed to email priority pollutant list to AQAB members for discussion at next meeting.
7/17/17	Utilities Administration Building Tour	Travis Paige, Utilities Community Engagement Manager	None
	Climate Inventory Update	Lindsay Ex, Climate Program Manager, and Molly Saylor, Environmental Data Analyst	Chris Wood was chosen to represent the AQAB on the judging panel for the Innovate Fort Collins Public Pitch Night, with Arsineh Hecobian as a back-up.
8/21/17	Ozone Summary	Cassie Archuleta, Air Quality Program Manager	The AQAB made suggestions for improving the Air Quality Index graphic shown on the Community Dashboard.
	2018 AQAB Work Plan	None	The AQAB approved its 2018 Work Plan unless specific amendments were submitted for consideration prior to the September meeting.

Date	Major Agenda Topics	Presenter(s)	Formal Action(s) Taken
9/18/17	City/PSD Idling Outreach	Selina Lujan, Indoor Air Quality Program Coordinator	AQAB members suggested additional anti-idling suggestions that could be added to the City's educational brochure on the topic.
	Climate Economy Plan	Sean Carpenter, Climate Economy Advisor	None
	Fugitive Dust Ordinance Implementation	Jenna Channel, Associate Environmental Planner	The AQAB generally agreed with City staff's suggested revisions to the Fugitive Dust Ordinance.
10/16/17	Healthy Homes Program Update	Selina Lujan, Indoor Air Quality Program Coordinator, and Tony Fourcroy – Indoor Air Quality Program Assistant	None
	Strategic Planning Feedback and Board Bylaws	None	The Staff Liaison agreed to seek an extension of the deadline for submitting a Board recommendation on the Strategic Plan and the BFO process.
11/15/17*	Current Ozone Status in Larimer County	Cassie Archuleta, City of Fort Collins Air Quality Program Manager	None
	Monitoring Network Assessment for the City of Fort Collins	Gabriele Pfister and Frank Flocke, National Center for Atmospheric Research	None
	Oil & Gas Health Information and Response Program	Tami McMullin, Colorado Department of Public Health and the Environment	None

Date	Major Agenda Topics	Presenter(s)	Formal Action(s) Taken
11/20/17	Oil & Gas Flowline Emissions	Cassie Archuleta, City of Fort Collins Air Quality Program Manager, and Arsineh Hecobian, AQAB Board Member	None
	City Strategic Planning Feedback	None	The Staff Liaison agreed to incorporate the AQAB feedback into a Recommendation to City Council , to be sent to David Young, listing the Board’s suggested priority Strategic Objectives in each Strategic Outcome Area of the City’s Strategic Plan and providing further suggestions for improving the Strategic Plan’s development and the BFO process.
12/18/17	Oil and Gas Setbacks	Rebecca Everette, Sr. Environmental Planner	None
	AQAB 2017 Annual Report	None	The AQAB Chair agreed to seek feedback from the Council Liaison regarding the usefulness of the various types of information presented under the current format.

* Joint Air Quality Technical Session co-hosted with the Natural Resources Advisory Board and the Larimer County Environmental and Science Advisory Board

2. Other Boardmember Activities

In addition to the regular meetings, AQAB members also participated in the following activities in 2017:

- January 10 – Mark Houdashelt, Vara Vissa and Chris Wood attended the Larimer County Environmental and Science Advisory Board meeting at which the findings were presented from a CSU study of emissions from oil and gas operations in Weld County.
- February 6 – Harry Edwards, Mark Houdashelt and Greg Miller attended a SuperBoard meeting that provided an update on the Climate Action Plan and discussed the proper use of public spaces, broadband options for the City, and upcoming legislative priorities.
- February 15 – Mark Houdashelt met with Ross Cunniff, AQAB Council Liaison, to discuss a variety of Board matters.

- February 23 – Mark Houdashelt attended the Energy Board Special Session at which the City’s progress in implementation of the Climate Action Plan was presented.
- February 28 – Mark Houdashelt attended the City Council work session at which the rebranding of the Climate Action Plan was discussed.
- March 9 – Mark Houdashelt attended the Energy Board meeting at which the results of the Time-of-Use electricity rate pilot study were presented and the updating of the City Plan, the Transportation Master Plan and the Transit Plan were discussed.
- March 20 – Mark Houdashelt and Vara Vissa attended the session, *Training on How to Access Relevant Data from CDPHE and Health District*, that preceded that night’s AQAB meeting.
- April 20 – Mark Houdashelt attended the Climate Action Plan Citizen Advisory Committee meeting.
- April 20 – Mark Houdashelt attended Envirovation, the annual celebration of the City’s ClimateWise program.
- April 26 – Mark Houdashelt took a tour of the CSU Foothills Campus composting facility.
- April 28 – Mark Houdashelt attended the City Fort Collins Volunteer Summit.
- May 2 – Vara Vissa attended the Community Recycling Ordinance Open House.
- May 11 – Mark Houdashelt attended the Energy Board meeting at which items related to the CAP were presented.
- May 18 – Vara Vissa met with Councilmember Ross Cunniff to discuss the City’s plans for dealing with organic waste and to learn more about the use of the Triple Bottom Line in City decision-making.
- June 4 – Mark Houdashelt volunteered at the City’s Open Streets event.
- June 8 – Mark Houdashelt attended the Utilities Administration Building LEED v4 Platinum Designation Celebration.
- July 5 – Jim Dennison and Mark Houdashelt met with Cassie Archuleta, Staff Liaison to the AQAB, and Dr. Ellison Carter, a radon expert from CSU, to discuss the AQAB recommendation to City Council around the formation of a work group to study ways to increase radon mitigation rates in Fort Collins.
- August 3 – Chris Wood represented the AQAB on the panel judging the GHG-reduction proposals presented at the Innovate Fort Collins Public Pitch Night.
- August 9 – Mark Houdashelt and Chris Wood attended the City’s For the Love of Volunteers picnic.
- August 11 – Mark Houdashelt met with Councilmember Gerry Horak to discuss his views on the City Council AQ priorities adopted at the Council retreat in May and the potential for establishing a City Board devoted to climate change.
- August 14 – Mark Houdashelt attended the Colorado Climate Change Forum, hosted by Congressman Jared Polis, at the CSU Powerhouse.
- August 16 – Mark Houdashelt attended the Transportation Board meeting to suggest potential areas of coordination between the AQAB and the Transportation Board.
- August 21 – Mark Houdashelt met with Lucinda Smith, head of the City’s Environmental Services Department, to discuss how establishing a City Board or subcommittee devoted to climate change could help Fort Collins achieve its CAP goals.

- August 30 – Mark Houdashelt attended the Grand Opening of the Walk & Wheels Skills Hub.
- August 31 – Mark Houdashelt attended the workshop describing the Fort Collins Utilities Building Energy Scoring Initiative.
- September 7 – Mark Houdashelt attended the second Community Health Hub Design Workshop devoted to designing a community health hub at the Salud Family Health Center in northwest Fort Collins.
- September 12 – Mark Houdashelt and Chris Wood attended the Air & Waste Management Association Rocky Mountain State Section meeting, which focused on the Fort Collins AQ program and new AQ monitoring equipment to be installed in the City.
- September 14 - Mark Houdashelt attended the Energy Board meeting to suggest potential areas of coordination between the AQAB and the Energy Board.
- September 14 - Mark Houdashelt attended the Planning and Zoning Board meeting to suggest potential areas of coordination between the AQAB and the P&Z Board.
- September 16 – Mark Houdashelt volunteered for the City’s annual bicycle count event.
- September 16, 22, 23 – Vara Vissa helped install solar panels at the Coyote Ridge Community Solar Farm.
- September 17 – Mark Houdashelt volunteered at the City’s Open Streets event.
- September 19 – Mark Houdashelt attended the third (and final) Community Health Hub Design Workshop devoted to designing a community health hub at the Salud Family Health Center in northwest Fort Collins.
- September 20 - Mark Houdashelt attended the Natural Resources Advisory Board meeting to suggest potential areas of coordination between the AQAB and the NRAB.
- October 9 – Greg Clark, Arsineh Hecobian and Mark Houdashelt attended the Boards & Commissions Super-Issue meeting focused on regional watershed planning, updating the City’s Strategic Plan, the City Land Bank program, and the recently adopted Community Trust Initiative.
- October 11 – Mark Houdashelt gave a presentation to the Northern Colorado Electric Vehicle Enthusiasts describing the electricity rate structures being considered by City Council.
- October 13 – Mark Houdashelt met with Sean Carpenter, the City’s Climate Economy Advisor, to learn more about the Climate Economy Implementation Plan.
- October 26 – Mark Houdashelt attended the City’s Bike Projects Fair.
- October 30-31 – Greg Clark, Mark Houdashelt and Chris Wood attended the 21st Century Energy Transition Symposium at CSU.
- November 1 - Greg Clark, Harry Edwards, Arsineh Hecobian, Mark Houdashelt and Vara Vissa attended the annual Board & Commissions Appreciation Dinner.
- November 4 – Greg Clark attended a League of Women Voters event at which Longmont City Staff member Jason Elkins discussed Longmont’s efforts to establish methods to monitor various emissions and soil VOC levels for existing orphan and active oil and gas operations in their community.
- November 16 – Mark Houdashelt attended the Climate Action Plan Citizen Advisory Committee meeting.

- November 17 – Vara Vissa discussed the potential use of public tours to promote LEED projects with Travis Paige, Utilities Community Engagement Manager.
- November 19-21 – Vara Vissa discussed anti-idling outreach and implementation in Fort Collins with Cassie Archuleta, Air Quality Program Manager, and Selina Lujan, Indoor Air Quality Program Coordinator.
- December 7 – Mark Houdashelt and Chris Wood attended PRPA’s public meeting describing their initial modeling of how to achieve Zero Net Carbon electricity production by 2030.
- December 14 – Mark Houdashelt met with Ross Cunniff, AQAB Council Liaison, to discuss a variety of Board matters.

3. Progress on Major Focus Areas Identified in the AQAB 2017 Work Plan

This final section of the Annual Report compares AQAB activities and milestones to the “major focus areas” in our 2017 Work Plan. The numbered focus areas are copied verbatim from the 2017 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.
 - April – the AQAB received an update on the finalization of the Transportation Air Quality Impacts Guidance Manual and how it will be incorporated into the upcoming version of the City’s Transportation Master Plan.
2. Review progress and provide recommendations on implementation of the Climate Action Plan (CAP) and related initiatives. This could include issues such as the solar compatibility of buildings, land-use planning, or the development of a greenhouse gas impacts guidance manual.
 - February – the AQAB discussed the climate-related features of the 2015 International Building Codes. **The AQAB recommended that City Council adopt the 2015 International Building Codes, with the expectation that the City will move toward building codes more aligned with the goals of the Climate Action Plan in the future.**
 - February – the AQAB discussed the new communication and messaging options for the CAP (e.g., “Fortify Fort Collins”). Support for the rebranding effort was mixed.
 - April – the AQAB discussed the Community Organics Recycling Program and its impacts on achieving the CAP goals for 2020.
 - May – the AQAB discussed the proposed time-of-use (TOU) electricity rate structure. **The AQAB approved a motion to support the TOU rate structure and would encourage additional outreach so that customers are well-informed about their opportunities to reduce their energy consumption and greenhouse gas emissions.**
 - June – the AQAB discussed the recent designation of *continued progress on the CAP* as a priority for City Council for the next two years.

- June – the AQAB discussed potential revisions to its recommendation to Council regarding TOU electricity rates but decided not to submit a revised recommendation.
 - July – the AQAB was given a tour of the Utilities Administration Building, with an emphasis on the features that facilitated its LEED v4 Platinum designation.
 - July – the AQAB discussed the City’s carbon inventory and future changes in the protocol to be used for its calculation, the Fort Collins Climate Dashboard, projections for achieving the 2020 GHG emission reduction goal, a potential carbon sequestration study, and the Innovate Fort Collins program and its Public Pitch Night.
 - July – the AQAB was given an update on the two electricity rates structures being considered by City Council (TOU and TOU+tiered).
 - July – the AQAB received a brief update on the City’s Dark Skies program and the City’s tentative plans for installing LED streetlights.
 - August – the AQAB received an update on the CAP rebranding effort and the results of the Innovate Fort Collins Public Pitch Night.
 - September – the AQAB discussed the City’s anti-idling campaign.
 - September – the AQAB discussed the City’s Climate Economy Implementation Plan and options for financing GHG-reducing actions without using City funds.
 - November – the AQAB received an update on City Council’s decision to approve a TOU+tiered electric rate structure with an exception for owners of all-electric homes (who would not be subject to tiered rates).
3. Update the Fort Collins Air Quality Plan, after seeking public input through a citizen survey and/or other means.
 - January – the AQAB discussed a draft matrix of the City’s and the Board’s AQ priority issues and how these issues should be ranked and/or amended.
 - March – the AQAB received an update on the progress of the development of the Air Quality Plan.
 - May – the AQAB discussed how to best incorporate its priorities into the Air Quality Plan.
 - June – the AQAB discussed the monitoring and status of AQ indicators in Fort Collins (ozone, PM, CO and visibility).
 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.
 - October – the AQAB reviewed the Healthy Homes Program and discussed its recent evaluation, development of a DIY tool for performing Healthy Homes assessments, and translation of its literature and other materials into Spanish. Ways to improve participation in the program and data collection were suggested.
 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 received updates on the schedule for the City’s Lawn Mower Exchange Program and its Lawn & Garden Equipment Rebate Program.

- June – the AQAB discussed the recent designation of *ozone and the ozone plan* as AQ priorities for City Council for the next two years and received guidance from the Council Liaison regarding the input Council would like the AQAB to provide on ozone.
 - June – the AQAB discussed ozone precursors and current/proposed monitoring of ozone levels and visibility in Fort Collins.
 - July – the AQAB discussed the Front Range’s ozone non-attainment status and Fort Collins’ ability or inability to take action that would bring the region into attainment.
 - August – the AQAB discussed ozone extensively, its formation, ozone monitoring sites in Fort Collins, the City’s program to reduce the formation of ozone precursors, and the ways in which the AQAB can contribute to the development of the SIP (State Implementation Plan) for reducing ozone. AQAB members also suggested ways to improve the Air Quality Index graphic shown on the City’s Community Dashboard.
 - September – the AQAB discussed the City’s anti-idling campaign.
 - November Joint Air Quality Technical Session – AQAB members heard presentations on the status of ozone formation in Larimer County, emissions of ozone precursors and methane from oil and gas operations and other sources along the Front Range, potential improvements to ozone/ozone precursor monitoring in Fort Collins, and Colorado’s Oil & Gas Health Information and Response Program.
 - November – the AQAB discussed emissions from oil and gas flowlines in Colorado, including ozone precursors and methane.
6. Review City policies and enforcement practices related to indoor air quality, including exposure to asbestos and radon, and recommend changes as needed.
- January – the AQAB briefly discussed the uncertainties regarding who must sign the new asbestos abatement form that the State now requires (the property owner or the contractor) and requested that the Staff Liaison seek clarification of this issue.
 - February – the AQAB was informed that the property owner must sign the asbestos abatement form discussed at the January AQAB meeting.
 - February – the AQAB discussed the radon-related requirements of the 2015 International Building Codes.
 - February – the AQAB held preliminary discussion of the various ways to pursue a mid-term BFO offer to fund a study of potential programs to enhance radon mitigation.
 - March – the AQAB discussed radon mitigation and health impact data with officials from the Colorado Department of Public Health and the Environment, who offered to assist with any radon research that the City might do.
 - March – the AQAB discussed a draft recommendation for a BFO offer to fund a study of potential programs to enhance radon mitigation but tabled a decision on the recommendation until its next meeting.
 - April – the AQAB approved a draft recommendation for a BFO offer to fund a study of potential programs to enhance radon mitigation.
 - June – the AQAB discussed the recent designation of *radon* as an AQ priority for City Council for the next two years and, based upon this designation, decided to remind Council of its April recommendation to request preparation of a mid-term BFO offer to fund the development of a more robust radon action plan for Fort Collins.

- October – the AQAB reviewed the Healthy Homes Program (see Focus Area 4).
7. Propose and review off-cycle budget offers relating to or affecting air quality and make recommendations to City Council on those offers.
 - April - **The AQAB recommended that Council direct City staff to prepare a mid-term BFO offer to fund the research and other activities required to develop a more robust radon action plan for Fort Collins.**
 - August – the AQAB received an update on the specific mid-term BFO offer proposed by staff that included funding for a radon mitigation study group.
 - In addition, the AQAB received updates on the status of the proposed BFO offer in May, June, November and December.
 8. Provide recommendations and advice on the development and implementation of policies and programs for reducing the public’s exposure to outdoor air pollutants, such as:
 - a) transportation-related emissions (e.g., emissions from diesel vehicles, including rolling coal, vehicles idling at places such as drive-through facilities and schools, and in-commuters),
 - b) fugitive dust, and
 - c) smoke from wildfires, woodstoves, and other outdoor burning activities.
 - June – the AQAB discussed the recent designation of *outdoor residential burning* as an AQ priority for City Council for the next two years and requested that staff schedule a presentation on the emissions associated with this activity once sufficient information had been gathered.
 - June – the AQAB discussed measurement trends for particulate matter and CO in Fort Collins.
 - September – the AQAB discussed the City’s anti-idling campaign.
 - September – the AQAB discussed the first year of implementation of the Fugitive Dust Manual, the complaints received during that time, and City staff’s proposed revisions to City requirements for the Fugitive Dust Ordinance.
 9. Address unanticipated air quality issues and respond to requests from City Council for advice on any subject relating to the Board’s purpose.
 - October – the AQAB discussed the request by City Staff to submit a recommendation to City Council, through David Young, regarding the development of the City’s Strategic Plan and the BFO process.
 - November – the AQAB prepared a **Recommendation to City Council**, to be sent to David Young, **listing the Board’s suggested priority Strategic Objectives in each Strategic Outcome Area of the City’s Strategic Plan and providing further suggestions for improving the Strategic Plan’s development and the BFO process.**
 - December – the AQAB discussed the implications of the City’s proposed changes to required setbacks of new development from existing oil and gas infrastructure.
 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 City Council and educate and collaborate with the public on air quality and climate change issues.
 - January – the AQAB discussed the appropriate ways to coordinate with other Boards.

- The AQAB Chair attended the August or September meetings of the Transportation, Energy, Planning and Zoning, and Natural Resources Advisory Boards and discussed potential areas of coordination.

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.

- The AQAB did not make any specific recommendations to City Council on such opportunities but did discuss related topics, such as ozone formation, the Colorado SIP for ozone, and emissions from oil and gas facilities in northern Colorado (see Focus area 5, in particular).