



King County
International Airport
Boeing Field

Department of Executive Services -- Airport Division
Roundtable Meeting Minutes for January 11, 2021

5:05 p.m. Meeting called to order by John Parrott, Director

1. Welcome (John Parrott)
2. Introductions
3. Public Comment: Comments and concerns were submitted by general aviation/tie-down tenants in regards to the Master Plan.
4. Approval of Minutes – We had a quorum; December’s meeting minutes were approved.
5. Engineering Report (Mohamed Nimeri, KCIA) – Mohamed went over the Airport’s January project updates (handout).
6. Financial Report (Morlene Mitchell, KCIA) - Morlene went through the Airport’s November revenue, expenditures, fuel, billable data reports.
7. Operations Report (Davey Pilley, KCIA) – Davey went over the November flight, noise complaint, airfield inspections, and wildlife mitigation data.
8. Deputy Director’s Report (Mike Colmant, KCIA):
 - a. Maintenance Supervisor Update – Curtis Evers was introduced during the meeting and two Crew Chief positions were filled internally.
 - b. GBAC Star Program – is moving forward along with the commercial airport COVID requirements with collaboration with Fleet and FMD.
 - c. E36 liquid runway deicer supply is sufficient for winter usage.
9. Director’s Report (John Parrott, KCIA):
 - a. Discussed the County senior leadership team Airport update on the Georgetown Steam Plant, Ruby Chow Park RV situation, and ICE deportation legal case, City of Seattle surface water fees,
 - b. Master Plan points are impact to general aviation, noise, omissions, and the potential job creation at KCIA.
 - c. Chair and Vice Chair positions – Bridgette Washington was re-elected to the Chair position for 2021 and Fred Quarnstrom had to step down due to his length of term on the Roundtable Advisor Committee. The Vice Chair position will be open for nominees at the February meeting.

d. Roundtable meeting materials will begin to be posted on the KCIA website.

10. Chair's Report (Bridgette Washington): Bridgette discussed leadership with Roundtable participation and being a cohesive group for 2021. She also reminded the group to provide two projects/initiatives for this year.

11. New Business -

*Next meeting will be held on Monday, February 15, 2021

6:20 pm Motion to Adjourn. The motion passed.

This meeting was attended via Skype with Bridgette Washington, Fred Quarnstrom, Joel Funfar, Ryan Tomasich, Tim Cosgrove, Rosemary Brester, Evan Nelson, Eric Lynn, Holly Krejci, Kelly Hafner, and Matt Hayes.

Guests in attendance: Scott Coombs, Peter Powell, Earl Barker, Pat Courtney, Bruce Williams, Stephen Ratzlaff, John Pavel, Dan Marks, Eric Utter, and Bernhard Nann.

Airport staff in attendance: John Parrot, Michael Colmant, Mohamed Nimeri, Morlene Mitchell, Davey Pilley, Matt Sykora, Gil White, Curtis Evers, Ellen Knowlen, and Marvin Moye. This meeting was audio recorded.



King County
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Department of Executive Services -- Airport Division
Roundtable Meeting Minutes for February 8, 2021

5:15 p.m. Meeting called to order by John Parrott, Director

1. Welcome (John Parrott)
2. Introductions
3. Public Comment: No public comments.
4. Approval of Minutes – We had a quorum; January’s meeting minutes were approved.
5. Engineering Report (Mohamed Nimeri, KCIA) – Mohamed went over the project updates.
6. Financial Report (Morlene Mitchell, KCIA) - Morlene went through the revenue, expenditures, fuel, billable data reports.
7. Operations Report (Davey Pilley, KCIA) – Davey went over the flight, noise complaint, airfield 139 inspections, and wildlife mitigation data.
8. Deputy Director’s Report (Mike Colmant, KCIA):
 - a. Maintenance Update – Maintenance and Operations staff will start 12 hour shifts this week until February 18 and preparing for possible snow later this week. Equipment available are two de-icer trucks, two broom trucks, one blower, and multiple plow trucks along with sufficient quantity of E36.
 - b. GBAC Star Program Update – with with Facilities Management Division for staffing and expense projections to meet this requirement.
 - c. Fleet and FMD Collaboration – expanding cleanliness guidelines at Airport locations and at FAA Tower.
9. Director’s Report (John Parrott, KCIA):
 - a. Master Plan Proposal Update – Lot 13 by the FAA Tower will be a future GA parking area, a location by the Museum of Flight will remain as aviation redevelopment and currently used by GA.
 - b. Introduced Stephen Ratzlaff’s group, Friends of Boeing Field.
 - c. Roundtable Membership Interest – Eleven community/aviation members have reached out for applications on the current vacancies.
10. Chair’s Report (Bridgette Washington): Bridgette discussed:
 - a. The Vice Chair/Secretary vacancies.

- b. How to make significant changes/improvements at the Airport and build a legacy for 2021.
- c. Asked the members to take the new questionnaire that Ellen will be sending out.

11. New Business -

*Next meeting will be held on Monday, March 8, 2021

6:12 pm Motion to Adjourn. The motion passed.

This meeting was attended via Skype with Bridgette Washington, Tim Cosgrove, Evan Nelson, Eric Lynn, Holly Krejci, Kelly Hafner, and Matt Hayes.

Guests in attendance: Stephen Ratzlaff, Josh Pruzek, Robert Bismuth, Jeff Zika, Nam Tran, Rosemary Brester, Alex Gertsen, JW, Ali Lee, Phil Macedo

DES staff in attendance: Caroline Whalen

Airport staff in attendance: John Parrot, Michael Colmant, Mohamed Nimeri, Morlene Mitchell, Davey Pilley, Matt Sykora, Tony Eayrs, Ellen Knowlen, and Marvin Moye. This meeting was audio recorded.



**King County
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Department of Executive Services -- Airport Division
Roundtable Meeting Minutes for March 8, 2021

5:15 p.m. Meeting called to order by John Parrott, Director

1. Welcome (John Parrott)
2. Introductions
3. Public Comment: No public comments.
4. Approval of Minutes – We had a quorum; February’s meeting minutes were approved.
5. Friends of Boeing Field (FBF) (Stephen Ratzlaff) – Stephen introduced the members and shared the purpose of FBF.
6. The Engineering Report/Financial Report/Operations Report were emailed out to the advisory committee members and were not reviewed during this Roundtable meeting.
7. Airport Carbon Accreditation Program Update (Eric Miller) – Eric reported on the Airport’s Level 1 certification timeline.
8. Runway Rehab Advisory Committee (RRAC) (Eric Miller) – Eric reported that the feedback from the advisory members was more information early on for projects. The 14L project will incorporate a new committee of Roundtable and community members.
9. Airport Landscaping Plan (Peter Dumaliang) – Peter reported on the plan to incorporate the County’s green maintenance principles and using plants and soils for carbon reduction along with wildlife management.
10. Air Monitoring Plan (Peter Dumaliang) – Peter reported on the acquiring real time data on air particulates using air samples from multiple locations around the area.
11. Noise Update (Alyssa Dean) – Alyssa gave a presentation on SeaTac Airport’s sound insulation project in homes and businesses around the area. KCIA has now partnered with FAA on their website on noise complaints for joint actions for these matters. She also displayed the Part 150 noise contour map (noise exposure map) with day/night noise levels.

12. 2021 Intern Plan (Kevin Nuechterlein) - Kevin reported on the three remote-work intern opportunities available this year in the Finance (high school summer) and Engineering (college and graduate) sections.
13. Tenant Fee Update (Matt Sykora) – Matt gave an overview of KCIA per charge fees/rates (landings, aircraft parking, fuel flowage, and badge fees) compared to SeaTac, Paine Field, and Portland International. KCIA fees are lower than area airports.
14. Deputy Director’s Report (Mike Colmant, KCIA):
- a. Operations Specialist/Airport Duty Manager Job Announcements - KCIA Operations will be going to 24 shifts and will need to hire one seasoned Duty Manager and two Operations Coordinators.
 - b. Maintenance Update – on the February weather event that dropped 10” of snow at KCIA, Mx staff cost of labor, fuel, deicing, and landside cleaning was \$250,000. This allowed the Airport to remain open and UPS flights remained on scheduled.
 - c. Terminal Fiber Project – this project is ongoing.
 - d. GBAC Star Program Update – this project is ongoing.
15. Director’s Report (John Parrott, KCIA):
- a. Master Plan Update – drafting the final submittal for end of month delivery to the Executive’s Office.
 - b. Roundtable Membership – will be reviewing the applications submitted from interested aviation/community candidates.
 - c. Community Demands – reviewing items that can be addressed at Airport level.
16. Chair’s Report (Bridgette Washington): Bridgette was unavailable for this meeting.
17. New Business -
- *Next meeting will be held on Monday, April 12, 2021

6:30 pm Motion to Adjourn. The motion passed.

This meeting was attended via Skype with Tim Cosgrove, Lisa Krober, Evan Nelson, Eric Lynn, Holly Krejci, Kelly Hafner, and Ryan Tomasich.

Guests in attendance: Stephen Ratzlaff, Jack Pace, Eric Utter, Jeff Zika, Andy Wegman, Dalan Angelo, Fred Quarnstrom, Robert Bismuth, Phil Macedo, Nam Tran, Joe Pratt, Rosemary Brester, Alex Gertsen, Ali Lee, Phil Macedo, and several others.

DES staff in attendance: Tom Koney

KCIA staff in attendance: John Parrott, Mike Colmant, Mohamed Nimeri, Aaron Ison, Davey Pilley, Gil White, Tony Eayrs, Marvin Moye, Alyssa Dean, Kevin Nuechterlein, Matt Sykora, Peter Dumaliang, Eric Miller, and Ellen Knowlen. This meeting was audio recorded.



**King County
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Department of Executive Services -- Airport Division
Roundtable Meeting Minutes for April 12, 2021

5:15 p.m. Meeting called to order by John Parrott, Director

1. Welcome (John Parrott)
2. Introductions
3. Public Comment: We had public comments.
4. Approval of Minutes – We had a quorum; March’s meeting minutes were approved.
5. FAA Noise Survey presentation was shared with members and guests. FAA shared that aviation noise is complex and described steps to better collaborate and communicate with the community and local organizations. Tonight’s discussion touched on aircraft noise on individuals and communities, noise modeling and noise metrics, and reduction, abatement and mitigation of aviation noise.
6. John Parrott shared with the Airport Roundtable members and guests the news that KCIA Deputy Director, Mike Colmant lost his life the night before outside of Seward Park in a tragic accident while he was riding his bike.
7. The Engineering Report/Financial Report/Operations Report were emailed out to the advisory committee members and were not reviewed during this Roundtable meeting.
8. Director’s Report (John Parrott) 10 min
 - Helicopter Consolidation at the Midfield Airpark – Working on moving the helicopter maintenance facility to move from the east side move to west side to consolidate helicopter traffic.
 - Operations Specialist/Airport Duty Manager Vacancy Update – One offer has been made for the open Duty Manager position and will be hiring two specialists for summer work.
 - Maintenance Update – summer work has started and multiple projects.
 - GBAC Star Program Update – facility cleanliness certification moving forward.
 - Airport Security Plan – is being completed and will more be standard along multi airport guidelines.
 - Master Plan Update – still working on with the scheduled plan to submit to Council by 30 June.
 - Roundtable Membership – Reviewing applications.
 - Airport 101 Virtual Training Registration – Roundtable members are eligible to attend.

8. Chair's Report (Bridgette Washington): Bridgette reached out to the members to fill the vacant vice chair position. She read off the roll call for the candidates interested in the Roundtable vacancies and thanked them for attending tonight and their interest in the advisory committee.

9. New Business -

*Next meeting will be held on Monday, May 10, 2021

6:23 pm Motion to Adjourn. The motion passed.

This meeting was attended via Skype with Bridgette Washington, Tim Cosgrove, Matt Hayes, Evan Nelson, Eric Lynn, Holly Krejci, and Kelly Hafner.

FAA guest speakers: Sean Doyle, Justin Biassou, Donald Scata, Dave Suomi

Guests in attendance: Robert Bismuth, Ian Marks, Josh Pruzek, Stephen Ratzlaff, Meredith Merriman, Ali Lee, Phil Howe, Kelly Garrett, Sameth Mell, Rosario Medina, Angelina Allan St. John, Velma Veloria, Hunter Handsfield, Glen Simecek, James Nguyen, Elma Borbe, Lynda Wong, Maria Batayola, Adam Schmid, Rosemary Brester, Joshua Weinstein, Andrew Wegman, Jeff Zika, Marshall Sara, Pat Courtney.

KCIA staff in attendance: John Parrott, Mohamed Nimeri, Aaron Ison, Davey Pilley, Gil White, Tony Eayrs, Marvin Moye, Kevin Nuechterlein, Matt Sykora, Eric Miller, and Ellen Knowlen. This meeting was audio recorded.



**King County
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Department of Executive Services -- Airport Division
Roundtable Meeting Minutes for May 10, 2021

5:15 p.m. Meeting called to order by John Parrott, Director

1. Welcome (John Parrott)
2. Land Acknowledgement (Morlene Mitchell)
3. Public Comment: No public comments.
4. Approval of Minutes – We had a quorum; April’s meeting minutes were approved.
5. King County International Airport Community Coalition (KCIACC) – Velma Veloria and Sarah Shifley spoke about the start of the coalition, the groups involved, and shared their concerns for the local communities and environment with aircraft fuel emissions.
6. Voice of the Customer Survey (Matt Sykora): Matt shared the results on our first (and will be annual) Airport survey. Results on services provided to tenants and general aviation users on badging, billing, communication, Mx, and customer service.
8. Director’s Report (John Parrott) 10 min
 - a) Michael Colmant Memorial Service at Seward Park (May 15 at 2:00 pm) – please contact us if you would like to attend.
 - b) Land acknowledgement link: www.native-land.ca
 - c) Kelly Hafner stepped up to be an interim chair for tonight’s meeting.
 - d) KCIA Plane Talk Newsletter was included in meeting materials for Roundtable members to view and will also be submitted monthly to local communities and Roundtable members.
 - e) Operations Specialist/Airport Duty Manager Vacancy Update: One new Ops Duty Manager started on May 10, a second Duty Manager is schedule to start in June, and a current Duty Manager resigned effective May 7. Mx is hiring a new Crew Chief and the Business Information Management section is hiring one new employee. The process to hire a new Deputy Director has started and we are hoping to fill this position by September/October.
 - f) Main runway FOD Walk (foreign objects, rocks, etc) is scheduled for August, we would like to invite Airport tenants and Roundtable members.
 - g) Our next roadside cleanup is scheduled for June, Roundtable members are invited to participate.
 - h) Drone usage around KCIA is becoming worrisome in that users are not always aware of the hazards around the airfield and this week one drone was located by the airfield.

- i) The Light Rail Station planned for the south end of the airfield has encountered budget issues.
- j) Maintenance Update – summer construction season has begun along with scheduled airfield mowing and landscaping.
- k) GBAC Star Program Update – this program is still moving forward to complete our certification.
- l) Airport Security Plan – while KCIA is not subject to the same requirements as SeaTac we still take security seriously to ensure the safety of tenants and our infrastructure with secure gates and fencing.
- m) Master Plan Update - Submit to Exec by 30 May and to Council by 30 June
- n) Roundtable Membership – Reviewing applications.
- o) Airport 101 Virtual Training Registration (class is May 24-25)

7. Chair’s Report (Bridgette Washington): Ms. Washington was excused for this meeting.

8. New Business -

*Next meeting will be held on Monday, June 14, 2021

6:10 pm Motion to Adjourn. The motion passed.

This meeting was attended via Zoom with Tim Cosgrove, Lisa Krober, Evan Nelson, Eric Lynn, Holly Krejci, and Kelly Hafner.

KCIACC guest speakers: Velma Veloria and Sarah Shifley

DES staff in attendance: Caroline Whalen, Tom Koney, and Cameron Satterfield

Guests in attendance: Ali Lee, Stephen Ratzlaff, Robert Bismuth, Ian D. Marks, Josh Pruzek, Meredith Merriman, Phil Howe, Kelly Garrett, Sameth Mell, Rosario Medina, Angelina Allen St. John, Hunter Handsfield, Glen Simecek, James Nguyen, Elma Bonbe, Lynda Wong, Maria Batayola, Adam Schmid, Rosemary Brester, Joshua Weinstein, Andrew Wegman, Jeff Zika, Marshall Sana, Pat Courtney

KCIA staff in attendance: John Parrott, Morlene Mitchell, Mohamed Nimeri, Curtis Evers, Aaron Ison, Davey Pilley, Gil White, Kevin Nuechterlein, Matt Sykora, Eric Miller, and Ellen Knowlen. This meeting was audio recorded.



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Department of Executive Services -- Airport Division
Roundtable Meeting Minutes for June 14, 2021

5:10 p.m. Meeting called to order by John Parrott, Director

1. Welcome (John Parrott)
2. Land Acknowledgement (Mohamed Nimeri)
3. Public Comment: No public comments.
4. Approval of Minutes – We had a quorum; June’s meeting minutes were approved.
5. Airport Report:
 - a. Deputy Director Card Sort (John Parrott): John updated the members process on the aviation organizations contacted about the job posting for the Deputy Director position. There were 55 applicants, 86 who had been contacted, HR has prescreened the applicants and forwarded 11 candidates for subject matter expert review.
 - b. Airport Clean Up June 23 (Adopt A Street) (Chief Thomas): At 9:00 am we had 21 participants show up to pick up trash along the roads near the Airport Terminal. Over a two-hour period over 500 pounds of trash was bagged up. Bridgette Washington (our Roundtable Chairwoman) and Ali Lee (our Magnolia/North Seattle representative), joined Chief Thomas and Airport staff for this fun event. Bridgette also provide coffee and snacks to help keep us energized that morning. Our next event will be held in October if anyone would like to come and help us out.
 - c. Future of Work July 6 (John Parrott): King County’s mandatory work from home restrictions were lifted on July 5. Airport staff who were able to perform their duties from home are able to return to their offices spaces and continue to work home from during the week.
 - d. FOD Walk August 7 (Davey Pilley): The event was a sell out! We have over 100 volunteers signed up. Airport staff and tenant staff are helping to coordinate the FOD walk on the Airport’s main runway to look for foreign objects that could impede an aircraft. Participants are able to start showing up from 7:30 – 8:00, safety brief at 8:15 and then board the buses to access the runway. Food and beverages will be provided along with Civil Air Patrol and ARFF equipment static displays.
 - e. Community Engagement Opportunities (Matt Sykora): There is still time to join a working group (air monitoring plan and noise monitoring upgrades, landscaping, and utility runway).

More information on the community engagement opportunities/updates can be found at the link provided: <https://kingcounty.gov/services/airport/community-engagement.aspx>

- f. Rosso Fence Line (Raleigh Salazar): The Rosso landscaping company was on the site for many years and it is located at the NE corner of the Airport facing Georgetown. The project area is along the fence line, and the artwork project will be installed there. The City of Seattle is also contributing a multiuse bike/walking path at this site in 2023. The Airport will be replacing the fencing to upgrade for security needs and improve the neighborhood facing design. Hardy Street fencing will also have artwork. The Airport is collaborating with the neighborhoods to get their input. Engineering is working on the pricing and alternative designs to share with the community groups, the Roundtable members, and Airport leadership.
- g. Master Plan Update (John Parrott): Airport leadership has decided to put the Master Plan progress on hold to review economic and current aircraft industry changes. Meetings will continue to take place with community groups, stakeholders, and Roundtable members.
- h. Roundtable August Meeting (John Parrott): John asked members to consider taking August off for the summer and having our next meeting in September.
- i. Hybrid Meetings (John Parrott): John discussed the possibility of having Roundtable members meeting in person at the Terminal along with those who would like to continue to meet virtually, more details to follow.

6. Chair's Report (Bridgette Washington): Bridgette was excused from this meeting.

7. New Business -

*Next meeting will be held on Monday, September 13, 2021

6:05 pm Motion to Adjourn. The motion passed.

This meeting was attended via Zoom.

Roundtable members in attendance: Tim Cosgrove, Lisa Krober, Holly Krejci, Joel Funfar, Kelly Hafner, Eric Lynn, Evan Nelson, Ryan Tomasich, Nam Tran, Ali Lee, and Ed Lutgen

DES staff in attendance: Cameron Satterfield

Public guests in attendance: Ian Marks, Stephen Ratzlaff, Jeff Zika, Rosemary Brester, and Sean Greenlee.

KCIA staff in attendance: John Parrott, Morlene Mitchell, Davey Pilley, Mohamed Nimeri, Matt Sykora, Gil White, Aaron Ison, Vanessa Chin, Chief Thomas, Raleigh Salazar, Ciara Gamble, Alyssa Dean, and Ellen Knowlen

This meeting was audio recorded.



**King County
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Department of Executive Services -- Airport Division
Roundtable Meeting Minutes for July 12, 2021

5:10 p.m. Meeting called to order by John Parrott, Director

1. Welcome (John Parrott)
2. Land Acknowledgement (Mohamed Nimeri)
3. Public Comment: No public comments.
4. Approval of Minutes – We had a quorum; July’s meeting minutes were approved.
5. Airport Report:
 - a. Deputy Director Card Sort (John Parrott): John updated the members process on the aviation organizations contacted about the job posting for the Deputy Director position. There were 55 applicants, 86 who had been contacted, HR has prescreened the applicants and forwarded 11 candidates for subject matter expert review.
 - b. Airport Clean Up June 23 (Adopt A Street) (Chief Thomas): At 9:00 am we had 21 participants show up to pick up trash along the roads near the Airport Terminal. Over a two-hour period over 500 pounds of trash was bagged up. Bridgette Washington (our Roundtable Chairwoman) and Ali Lee (our Magnolia/North Seattle representative), joined Chief Thomas and Airport staff for this fun event. Bridgette also provide coffee and snacks to help keep us energized that morning. Our next event will be held in October if anyone would like to come and help us out.
 - c. Future of Work July 6 (John Parrott): King County’s mandatory work from home restrictions were lifted on July 5. Airport staff who were able to perform their duties from home are able to return to their offices spaces and continue to work home from during the week.
 - d. FOD Walk August 7 (Davey Pilley): The event was a sell out! We have over 100 volunteers signed up. Airport staff and tenant staff are helping to coordinate the FOD walk on the Airport’s main runway to look for foreign objects that could impede an aircraft. Participants are able to start showing up from 7:30 – 8:00, safety brief at 8:15 and then board the buses to access the runway. Food and beverages will be provided along with Civil Air Patrol and ARFF equipment static displays.
 - e. Community Engagement Opportunities (Matt Sykora): There is still time to join a working group (air monitoring plan and noise monitoring upgrades, landscaping, and utility runway).

More information on the community engagement opportunities/updates can be found at the link provided: <https://kingcounty.gov/services/airport/community-engagement.aspx>

- f. Rosso Fence Line (Raleigh Salazar): The Rosso landscaping company was on the site for many years and it is located at the NE corner of the Airport facing Georgetown. The project area is along the fence line, and the artwork project will be installed there. The City of Seattle is also contributing a multiuse bike/walking path at this site in 2023. The Airport will be replacing the fencing to upgrade for security needs and improve the neighborhood facing design. Hardy Street fencing will also have artwork. The Airport is collaborating with the neighborhoods to get their input. Engineering is working on the pricing and alternative designs to share with the community groups, the Roundtable members, and Airport leadership.
- g. Master Plan Update (John Parrott): Airport leadership has decided to put the Master Plan progress on hold to review economic and current aircraft industry changes. Meetings will continue to take place with community groups, stakeholders, and Roundtable members.
- h. Roundtable August Meeting (John Parrott): John asked members to consider taking August off for the summer and having our next meeting in September.
- i. Hybrid Meetings (John Parrott): John discussed the possibility of having Roundtable members meeting in person at the Terminal along with those who would like to continue to meet virtually, more details to follow.

6. Chair's Report (Bridgette Washington): Bridgette was excused from this meeting.

7. New Business -

*Next meeting will be held on Monday, September 13, 2021

6:05 pm Motion to Adjourn. The motion passed.

This meeting was attended via Zoom.

Roundtable members in attendance: Tim Cosgrove, Lisa Krober, Holly Krejci, Joel Funfar, Kelly Hafner, Eric Lynn, Evan Nelson, Ryan Tomasich, Nam Tran, Ali Lee, and Ed Lutgen

DES staff in attendance: Cameron Satterfield

Public guests in attendance: Ian Marks, Stephen Ratzlaff, Jeff Zika, Rosemary Brester, and Sean Greenlee.

KCIA staff in attendance: John Parrott, Morlene Mitchell, Davey Pilley, Mohamed Nimeri, Matt Sykora, Gil White, Aaron Ison, Vanessa Chin, Chief Thomas, Raleigh Salazar, Ciara Gamble, Alyssa Dean, and Ellen Knowlen

This meeting was audio recorded.



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Department of Executive Services -- Airport Division
Roundtable Meeting Minutes for September 13, 2021

5:10 p.m. Meeting called to order by John Parrott, Director

1. Welcome (John Parrott)
2. Land Acknowledgement (Ellen Knowlen)
3. Public Comment: No public comments.
4. Approval of Minutes – We had a quorum; July’s meeting minutes were approved.
5. Airport Report:
 - a. John asked the members and guests to introduce themselves and he introduced David Decoteau as our new Deputy Director. David gave us a brief overview of his career since he was first at KCIA in 2003 and the moves to California to lead airports there, back here to Renton and now at KCIA again.
 - b. Airport Noise Report Update (Davey Pilley): Davey went through the graphs displaying the locations of the noise complaints, the method used to make the noise report, and the times of the day that the complaints were made (mostly working hours). Vashon Island had the most noise complaints (commercial and GA), but Davey explained that this airspace is also used for SeaTac flights. We are working with SeaTac on these complaints and trying to separate the flights to SeaTac and those to KCIA.
 - c. Airport Security Camera Trailer Demonstration (Aaron Ison): Aaron shared night footage taken in August of a RV parked in the NE tiedown parking lot with two individuals. We were able to clearly see a white male outside of the RV and he had various tools with him. We were also able to see a female in the doorway of the RV. ARFF personnel were notified, and they made contact with the individuals. The Duty Manager viewing this in the Operations office was able to illuminate the suspect’s vehicle and the surrounding parking lot with the flood light at the top of the trailer camera pole. These trailers have an onboard generator, solar, and battery pack which can run the lighting, a camera and a thermal imager which can see in 100% darkness and/or fog. These self-sufficient trailers have the ability to be relocated to various areas around the Airport and the cameras can spot activity 3,000 feet away making them an invaluable asset to airport security. These units cost \$100,000 each.
 - d. Deputy Director Announcement (John Parrott): David, who is currently the Director of Renton Airport, was on the Roundtable meeting this evening and was able to share his career aviation

background with the members. He is looking forward to starting at KCIA on September 20 and being a regular part of these meetings.

- e. Roundtable Committee Update (John Parrott): John shared with the members that Bridgette is busy with her catering business and she has asked to step back from the Roundtable. John reminded the members that we have two leadership positions now that we need to fill on this committee and he has asked for volunteers. If you are interested, he is happy to discuss offline. We are welcoming a new Roundtable member tonight, Mr. Guido Perla, who is representing unincorporated King County (Vashon Island).
 - f. Tenant Market Rate Update (John Parrott): Meetings continue with those tenants who are interested in a mutually agreeable way to negotiate the land rent increase. If we are not able to come to an agreement, the next step would be arbitration.
 - g. Master Plan Update (John Parrott): FAA has had a large number of personnel changes recently and it has taken some time to get them up to speed with where we are at on the Master Plan. Some changes they have asked for that have gone back to our consultants have added months to the schedule and have had a financial impact to the Airport.
 - h. COVID variants and how we are meeting in the future (John Parrott): Our Roundtable meetings will continue to be held virtually for the immediate future. The King County employee mandate deadline is set for October 18 for unvaccinated employees.
 - i. Airport Anti-Crime Campaign (Sgt Clint Herman): The ARFF staff continue to be a present force around the Airport to deter crime and handle these reports as they do come in. Some tenants have hired private security firms and ARFF staff have a good working relationship with them. Catalytic converter thefts continue around the Airport and its tenants. Ruby Chow Park RVs continue to be a problem and ARFF can respond to incidents as needed (along with SPD), as it is Airport property.
 - j. Arrivals Bldg Demolition/Large Aircraft Parking (LAP) Update (Raleigh Salazar): The contractor will be taking down the building this quarter, new fencing will go up around the site, utilities will be cut off, items will be removed from the interior and preparing for the exterior demolition (85% of diversion into recycling). It should take only 13 days to bring down the building leaving the slab and a permanent fence line will be set up. This will have no impact to UPS and its operations.
 - k. Airport's North Fence Line/Rosso Site Update (Raleigh Salazar): The Rosso site is the former nursery along Ellis Ave, this fence line will have a set back and a new design (which has yet to be determined). The mural art piece along Harty Ave is in final review with the Art Commission.
6. Chair's Report (Bridgette Washington): Bridgette was excused from this meeting.
7. New Business -
- *Next meeting will be held on Monday, October 11, 2021

6:30 pm Motion to Adjourn. The motion passed.

This meeting was attended via Zoom.

Roundtable members in attendance: Matt Hayes, Lisa Krober, Holly Krejci, Joel Funfar, Eric Lynn, Evan Nelson, Ryan Tomasich, Nam Tran, Dalan Angelo, Guido Perla, and Ed Lutgen

Roundtable excused members: Bridgette Washington, Kelly Hafner, Ali Lee

DES staff in attendance: Caroline Whalen and Cameron Satterfield

Public guests in attendance: Ian Marks, Jeff TeSelle, Bob Thompson, Fred Quarnstrom

KCIA staff in attendance: John Parrott, David Decoteau, Morlene Mitchell, Davey Pilley, Mohamed Nimeri, Matt Sykora, Aaron Ison, Vanessa Chin, Sgt Clint Herman, Raleigh Salazar, Kevin Nuechterlein, Eric Miller, Ciara Gamble, and Ellen Knowlen

This meeting was audio recorded.



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Department of Executive Services -- Airport Division
Roundtable Meeting Minutes for October 11, 2021

5:10 p.m. Meeting called to order by John Parrott, Director

1. Welcome (John Parrott)
2. Land Acknowledgement on Indigenous People's Day (David Decoteau)
3. Public Comment: No public comments.
4. Approval of Minutes – We had a quorum; September's meeting minutes were approved.
5. Airport Report:
 - a. Director's Welcome (John Parrott):
 - i. King County Vaccine Mandate: The Executive Order governing the vaccine mandate for King County employees, volunteers, and contractors means they will have to be fully vaccinated by October 18.
 - ii. KCIA Hiring Mandate: All new King County employees will also need to be fully vaccinated.
 - iii. Roundtable Chair/Vice Chair Volunteers – With Bridgette stepping down this leaves both the Chair and Vice Chair positions open. To meet the requirements of the committee we need to fill these positions; Kelly Hafner and Holly Krejci volunteered to be Chair and Vice Chair respectively.
 - b. Deputy Director Comments (David Decoteau):
 - i. Maintenance staff are preparing for the upcoming snow season that begins in December.
 - c. Airport/Georgetown Boundary Update (Mohamed Nimeri):
 - i. Arrivals Bldg – The contractor has started working on the building tear down
 - ii. North Fence Project – Timeline has been currently delayed due to staff change and waiting on alternative design
 - iii. Ruby Chow Park clean up this month to remove the RV tenants and clearing the sidewalks, SDOT will resume enforcing the 72-hour parking regulation.
 - iv. KCIA will be working in conjunction with SDOT on site improvements, the Airport's new fence design to honor the Duwamish and the Duwamish River and the new SDOT bike /pedestrian path. Seattle City Light is also planning a future dog park by East Marginal Way.

- d. ACI Airport Carbon Accreditation Update (Eric Miller): For the past 9 months the Airport has worked to achieve Level 1 certification and we have met that goal. We are working on Level 2 certification by mid-2022. The flyer attached to the meeting materials provides more information on the process to achieve each level of airport-specific certification and the Airport is ahead of schedule to be carbon neutral by 2030.
- e. Master Plan Update (Matt Sykora): Airport Layout Plan (ALP) and supplemental documents were submitted to the FAA for review and they provided comments back to the Airport. The threshold stays in its current location, light GA at lot 13 gets called out south of the Tower for aircraft currently in the runway protection zone and this process will be phased when the new location is available. And the current SW airpark will stay as it is. The FAA comments were minor.
- f. General Aviation Wait List (Ciara Gamble): The Airport is working on revising the process for pilots interested in current wait list policy. The waitlist and hangar guidelines have now been combined and we removed the application fees for the waitlist. Our timeline implementation will be to send it out for review to Records Management, in January publish it in the county papers for public comment, and a scheduled public meeting in March via Zoom. Will finalize and review public comments and implement in April 2022. The County's process is to allow Airport user groups an informal review in draft format.

6. Chair's Report: Not available

7. New Business -

*Next meeting will be held on Monday, November 8, 2021

5:55 pm Motion to Adjourn. The motion passed.

This meeting was attended via Zoom.

Roundtable members in attendance: Matt Hayes, Lisa Krober, Holly Krejci, Kelly Hafner, Ryan Tomasich, Dalan Angelo, Andy Wegman, Erik Utter, and Edward Lutgen.

Roundtable excused members: Eric Lynn and Evan Nelson

DES staff in attendance: Cameron Satterfield

Public guests in attendance: Stephen Ratzlaff, Ian Marks, Fred Quarnstrom, Rosemary Brester, Bob Thompson, Fred Quarnstrom, and Sean Greenlee.

KCIA staff in attendance: John Parrott, David Decoteau, Mohamed Nimeri, Gil White, Matt Sykora, Eric Miller, Ciara Gamble, Sam Priest, and Ellen Knowlen

This meeting was audio recorded.



**King County
International Airport
Boeing Field**

*Department of Executive Services -- Airport Division
Roundtable Meeting Minutes for November 8, 2021*

5:10 p.m. Meeting called to order by Kelly Hafner (Chair)

1. Welcome (Kelly Hafner)
2. Land Acknowledgement (Ellen Knowlen)
3. Public Comment: No public comments.
4. Approval of Minutes – We had a quorum; the October meeting minutes were approved.
5. Airport Report:
 - a. Deputy Director Comments (David Decoteau):
 - i. North fence line update: gave a presentation on the three proposed fence designs (chain link, picket style, wire mesh paneling) and where they would be located.
 - ii. Georgetown pathway project: project is in the design phase and fully funded for late 2022 start time.
 - iii. 4Culture art update: the story pole project is moving forward.
 - b. Winter Snow Preparations (Davey Pilley): we are expecting a La Nina weather front this year, Mx and Ops staff have been performing practice runs at the airfield.
 - c. Community Engagement – Census Presentation (Brian Bartley): Brian gave a presentation on the breakdown of the local area communities (age, demographics, income, racial identities, and languages).
 - d. 2021 Board activity update (Ellen Knowlen): Each year we have to submit to the County Council an overview of what the advisory committee has accomplished. This year we can share that we filled six vacant seats and we now have a full advisory committee, in person meetings that were moved to Zoom have been successful, three roadside cleanups in 2021 have earned the Airport Adopt A Road designation and at the event in June Bridgette Washington and Ali Lee participated with Airport staff, and we have seen an increase in community member attendance for our Roundtable meetings.
 - e. Director’s Comments (John Parrott)
 - i. 727 disposal update: For many years KCIA has tried to work with the owner of the 727 on its rent payments and location at the Airport. At this time and after repeated efforts for resolution that have not been successful the removal and recycling of the aircraft was carried out this month.
 - ii. Fuel farm update: Since 2008 our fuel farm was identified in the Master Plan to be replaced. We are beginning to work on the planning for its replacement.
 - iii. Discussed the Airport’s next biennium draft budget.
6. Chair’s Report (Kelly Hafner):
 - a. Plan for December’s meeting: Kelly suggested having a social event/get to know each other meeting since we have the time already on the calendar. We have a lot of new members and it would be great to learn more about each other and what interests them about the Airport.

- b. What do Roundtable members want to learn about the Airport. Think about what you are interested in learning more about and let Kelly and Holly know via email and then they can get these topics added to our 2022 agendas.

7. New Business -

*Next meeting will be held on Monday, December 13, 2021

6:15 pm Motion to Adjourn. The motion passed.

This meeting was attended via Zoom.

Roundtable members in attendance: Kelly Hafner, Holly Krejci, Matt Hayes Lisa Krober, Edward Lutgen, Joel Funfar, Erik Utter, Eric Lynn, Evan Nelson, Ryan Tomasich, Nam Tran, Ali Lee, and Guido Perla

Roundtable excused members: Tim Cosgrove and Bridgette Washington

DES staff in attendance: Caroline Whalen, Tom Koney, Barbara Ramey

Public guests in attendance: Stephen Ratzlaff, Ian Marks, Bob Thompson, Jeff Teselle, Caitlin Hunter, Scott Coomes

KCIA staff in attendance: John Parrott, David Decoteau, Morlene Mitchell, Davey Pilley, Vanessa Chin, Aaron Ison, Kevin Nuechterlein, Mohamed Nimeri, Gil White, Matt Sykora, Eric Miller, Brian Bartley, Ciara Gamble, Max Staples, and Ellen Knowlen

This meeting was audio recorded.