



Department of Executive Services -- Airport Division  
Roundtable Meeting Minutes for February 13, 2023

5:10 p.m. Meeting called to order by Kelly Ronan Hafner

1. Welcome (Kelly Ronan Hafner)
2. Roll Call (Ellen Knowlen)
3. Approval of Minutes – We had a quorum; the January meeting minutes were approved.
4. Airport Updates:
  - i. Unleaded Fuel/Airport Fuel Tanks (David Decoteau): One decommissioned tank at the existing fuel farm was inspected in January and the tank was found to be potentially viable for unleaded aviation fuel (UL94).
  - ii. 4Culture/Airport Projects Update (David Decoteau): The story pole has been carved and it is in storage at this time, plans are that it should be installed within 4-6 weeks. A formal dedication ceremony and event information will be provided when available.
  - iii. Washington Air National Guard Site (David Decoteau): The facility assessment has been completed and we are waiting for the report from the consultant. We will update the committee members when that information is available.
  - iv. Mike Colmant Memorial Bike Rack (Vanessa Chin): Vanessa is still working with our procurement team on this purchase, an update will be provided when more information is available.
  - v. North Fence Line Project (Kevin Nuechterlein): Based on the community feedback survey the preferred design has been chosen, project next steps are design, permitting, environmental and coordination with FAA as part of this process.
  - vi. 2023 Internship Program (Kevin Nuechterlein): Six intern cohort opportunities are available at the Airport this year. Four college level interns will be selected for our Operations, Innovation, External Relations, and Engineering sections and two graduate level interns (public administration and environmental scientist).
  - vii. Airport Security Camera Update (Sean Moran): Camera installations will be placed along the north end of the Airport perimeter and the Airport will be working with the FAA on height studies (2-3 month overall process). The Flight Service Station will also receive security upgrades.
  - viii. Community Engagement Meetings (Matt Sykora/Lorenzo Clara): Lorenzo has been attending Port of Seattle, City of Tukwila, SeaTac, Beacon Hill, and the Georgetown Community meetings. He has also been participating in Museum of Flights events co-sponsored by KCIA. In January the Airport hosted Renton High School students through the Washington Alliance for Better Schools.
  - ix. Cavu Café Closure – Next Steps (Matt Sykora): The owner closed the business in January. We are now looking at two companies who have expressed interest in

submitting proposals for this opportunity. The Airport is working towards an April timeframe to be up and running again.

- x. Vision 2045 Update (Matt Sykora): The Airport is in the process of starting the procurement phase of the project. This phase is anticipated to take about 120 days. Once the Airport has a consultant selected for the project one of their first tasks is to work on a community engagement plan for both Vision 2045 and the Part 150 Noise Study. They will use the Pre Outreach report as a guide when drafting the plan. Additional community feedback will be asked for once this process starts.
- xi. Fuel Farm Project Status (Matt Sykora): – We had a great outreach meeting on four potential sites for the new fuel farm based on the feedback received during the first phase of the outreach. An online survey is open until February 17, and we will post the final report once we have received all feedback. Next steps are to put out an RFI for an operator and work with them on a final site selection. There will be additional outreach during the environmental stages of this project.

#### 5. Upcoming KCIA/Seattle Events:

- i. Feb 25-26 NW Aviation Conference and Trade Show WA State Fairgrounds (David Decoteau): Airport staff will be manning a booth with information for pilots, this event brings all kinds of aviation groups and businesses together for that weekend. We would love to see Roundtable members there!
- ii. 2023 July MLB T-Mobile Park All Star Game (Sean Moran): A week of events that will bring in extra flights to Boeing Field. Accordingly, Operations has advised our tenants, Homeland Security, Air Traffic Control Tower, and Fixed Base Operators (Kenmore, Signature, Modern Aviation, Leading Edge) of increased aircraft arrivals.
- iii. The next FOD walk will be held on Saturday, July 29. More details will be provided as the date gets closer.
- iv. 2023 August Seafair Blue Angels (David Decoteau): The Blue Angels will be parked at the Terminal again this summer and there are plans for another Thursday afternoon KCIA event.
- v. 2026 Soccer World Cup Lumen Field (Sean Moran): A week of events that will bring in extra flights to Boeing Field, more details to follow as we get closer to this event.

#### 6. External Agency Interactions:

- i. Georgetown Steamplant Update (John Parrott): Working on an authorized access plan for the non-profit group that is now using the facility for events. Other items of concern are indemnification and required FAA Airport airspace protection, these ongoing issues still need to be resolved with Seattle City Light.
- ii. Seattle Public Utilities Issues (John Parrott): Complicated issues with Airport storm water and sewer water overflows from Airport onsite tenant systems that drain into SPU's facility, the Airport is working on an MOU with SPU to correct this issue.

#### 7. New Items:

- i. New Legislation to Council (John Parrott): The planned March 14 legislation agenda item (oversight subcommittee) was scratched at the last minute, but John will keep the Roundtable members posted on further updates on this matter.

- ii. King County Auditor's Office/KCIA Environmental Stewardship Review (John Parrott): Kickoff meeting on policy and compliance on environmental stewardship (sustainable aviation unleaded fuel, green building ordinance, carbon accreditation program, etc.).
- iii. Washington State Emergency Repatriation Plan (WSERP) (John Parrott): National efforts plan on ports of entry to return US citizens from foreign countries, KCIA is a better location than SeaTac for planned exercises this year and coordinate with local social agencies as part of this effort.
- iv. KCIA Website Change (John Parrott): King County websites will be converted to a new system set up and KCIA's website is on a planned schedule for this change over.
- v. UPS Cargo Representative (John Parrott): Tim Cosgrove is leaving the Seattle UPS location and will be leading UPS training at the Louisville location. Morgan Kaivo will be his replacement here at UPS BFI and will also be filling Tim's Roundtable position.
- vi. Veterans For Hire (John Parrott): King County has a Veterans for Hire program that the Airport is interested in supporting.
- vii. Airport Tenants/Job Vacancies (John Parrott): Fixed Base Operators at KCIA are hiring and starting wages are \$23 an hour. If interested, please reach out to us for more information.
- viii. BFI Airfield Rotating Beacon Upgrade (Dave Decoteau): Multicolored light on the ATCT to alert pilots on weather conditions, it is now at its end of useful life and not energy efficient. We will be installing a newer LED beacon as part of planned airfield lighting upgrades.
- ix. IATA Environmental Assessment (IEnvA) (David Decoteau): The International Air Traffic Association has a new certification program based on environmental management standards for Airports around the world (reducing carbon emission, noise reduction, etc.). No U.S. airports have achieved this certification to date, but KCIA is interested in this program.
- x. 2023 ESJ Change Team Quarterly Community Events (Vanessa Chin): The KCIA ESJ change team works year-round on ESJ programs and they have decided to move out into the local community to give back and connect with local organizations. They will be working with Lorenzo Clara on planning these events, the proposed quarterly schedule at this time is the Georgetown St Vincent DePaul, Safe Futures Youth Center, Food Lifeline, and the Highland Park Improvement Club. The ESJ change team will bring these experiences back to our monthly Airport All Staff meetings. Roundtable members will be invited to join us at these community events and suggestions from Roundtable members are also encouraged on other community organizations to contact.

8. Chair's Report (Kelly Ronan-Hafner):

- i. March OPMA Training: Open Public Meeting Act Training is planned for the March Roundtable and she encourages members to plan on attending that month's meeting.
- ii. New Legislation Going to Council: Kelly encouraged members to reach out to the Airport if they are interested in the new proposed subcommittee legislation and to also get in touch with their Councilmembers.

9. Public Comment: No public comments.

10. New Business: None.

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

This meeting was attended via Zoom and in person in the Terminal 202 Conference Room.

Roundtable members in attendance: Kelly Ronan-Hafner, Holly Krejci, Matt Hayes, Lisa Krober, Joel Funfar, Eric Lynn, Ryan Tomasich, Dalan Angelo, Ali Lee, Erik Utter

Roundtable excused members: Tim Cosgrove, Evan Nelson, and Guido Perla

Public guests in attendance: Sven Freitag, Bill Ayer, Stephen Ratzlaff, Phil Derner, Adam Schmid, Nafin Eyoub, Molly Schlobohm, Tyler Pinchette, Rosemary Brester

DES staff in attendance: Tom Koney and Cameron Satterfield

KCIA staff in attendance: John Parrott, David Decoteau, Chief Thomas, Kevin Nuechterlein, Matt Sykora, Kristin Cline, Gil White, Vanessa Chin, Donald McClendon, Sean Moran, Lorenzo Clara, and Ellen Knowlen

This meeting was audio recorded.