

Background and purpose

Runway 14L-32R rehabilitation and lighting project will rehabilitate Runway 14L-32R, also known as the utility runway, and its taxiway connectors by 2025, under a Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grant. The project will be completed in three phases, the first phase being planning, alternatives analysis, and predesign. Phase 2 will consist of final design and bidding services, and the third phase will include services during construction and project closeout services. This advisory committee will support this project through phase 1 and 2.

Runway 14L-32R is 3,710' x 100', is limited to use by aircraft up to 12,500 lbs. Last construction activity was in 2002, which overlaid 8 inches of Asphalt Concrete (AC) over the existing pavement structure. The remaining pavement section is variable with a mixture of AC, Portland Cement Concrete (PCC), and base course (aggregate). The 2018 weighted Pavement Condition Index (PCI) of the runway is 61, with actual PCI values ranging from 49 to 66. A PCI of 61 is below the critical PCI value of 65 for an AC Runway with a load classification of < 60,000 lbs.

Project goals include:

- Phase 1
 - Assess the integrity of the 14L/32R runway pavement and underlying soils
 - Perform an alternative analysis of the potential design elements
 - Engage with the FAA on environmental and design elements
 - Select a preferred engineering concept to move forward to design
- Phase 2
 - Engage with the FAA on environmental and design elements
 - Develop a project work plan
 - Develop and provide FAA-accepted design and construction documents
- Phase 3
 - Sustainably, safely and efficiently rehabilitate the 14L/32R runway

This group is supported by King County Department of Executive Services (DES).

The purpose of this charter is to document the advisory committee's level of engagement, scope of advisory group's role, working norms, communication standards and meeting frequency. **This working group is anticipated to meet monthly over the course of two years and eight months. Meeting frequency may be modified as needed.**

King County Community Engagement Continuum

King County International Airport follows the best-practice guidance from the King County Office of Equity and Social Justice's [Community Engagement Guide](#) for this project. Based on the Community Engagement Guide, there is a range of engagement with the community depending on the project. The level of engagement will depend on various factors, including project goals, time constraints, and capacity or other resource constraints.

This project falls under the **County Engages in Dialogue** level of engagement. KCIA will engage community members participating in this working group over the medium to long-term to understand community desires related to this project and find ways to incorporate those requests where possible.

Levels of Engagement				
County Informs King County initiates an effort, coordinates with departments and uses a variety of channels to inform community to take action	County Consults King County gathers information from the community to inform county-led interventions	County engages in dialogue King County engages community members to shape county priorities and plans	County and community work together Community and King County share in decision-making to co-create solutions together	Community directs action Community initiates and directs strategy and action with participation and technical assistance from King County
Characteristics of Engagement				
<ul style="list-style-type: none"> Primarily one-way channel of communication One interaction Term-limited to event Addresses immediate need of county and community 	<ul style="list-style-type: none"> Primarily one-way channel of communication One to multiple interactions Short to medium-term Shapes and informs county programs 	<ul style="list-style-type: none"> Two-way channel of communication Multiple interactions Medium to long-term Advancement of solutions to complex problems 	<ul style="list-style-type: none"> Two-way channel of communication Multiple interactions Medium to long-term Advancement of solutions to complex problems 	<ul style="list-style-type: none"> Two-way channel of communication Multiple interactions Medium to long-term Advancement of solutions to complex problems
Strategies				
Media releases, brochures, pamphlets, outreach to vulnerable populations, ethnic media contacts, translated information, staff outreach to residents, new and social media	Focus groups, interviews, community surveys	Forums, advisory boards, stakeholder involvement, coalitions, policy development and advocacy, including legislative briefings and testimony, workshops, community-wide events	Co-led community meetings, advisory boards, coalitions, and partnerships, policy development and advocacy, including legislative briefings and testimony	Community-led planning efforts, community-hosted forums, collaborative partnerships, coalitions, policy development and advocacy including legislative briefings and testimony

Table 1: Community Engagement Continuum; Community Engagement Guide, pg. 3 [\[LINK\]](#)

RRAC objectives and scope

The RRAC will provide meaningful feedback by reviewing design and planning documents, attending team meetings, and distributing information to other community members. This group is charged with tracking design and planning issues throughout the project lifecycle. Project documents and analysis will be discussed in a series of RRAC meetings. Based on these discussions, RRAC members may offer comments and other input to address their constituents’ interest and/or concerns. The group’s feedback will be considered by the Project Team and where applicable incorporated into the ongoing project documentation and design.

RRAC membership

RRAC is a voluntary group convened specifically to consider the 14L/32R Runway rehabilitation. The RRAC will work to review and understand the scope of the issues, potential solutions, and impacts of these options on the airport, tenants, business, surrounding community, environment, and the broader County.

RRAC Member	Affiliation	Interest
Velma Veloria	Community Member	KCIACC
Sarah Shifley	Community Member	KCIACC
Eric Miller	KCIA Employee	Project Manager
Kevin Nuechterlein	KCIA Employee	Community Engagement
Matt Sykora	KCIA Employee	Community Engagement
Arlando Gilbert	RS&H	Design Consultant
David William	Kimley Horn	Program Management Consultant

Meeting Protocols

- RRAC meetings will be convened and led by the Airport Division and actively managed by the Project Manager to ensure that discussions are consistent with the RRAC charter and that feedback and findings and alternatives are advanced in a timely manner.
- Members will establish meeting ground rules with the team’s facilitator and agree to abide by them.

- Members will make their best effort to attend all meetings and notify the facilitator or KCIA staff in advance if unable to attend. Meetings will be scheduled in advance based on best availability. Remote participation by phone/web conference will be the main method of communication.
- Meeting materials will be distributed a minimum of 48 hours in advance of the meeting. Members will be asked to review all materials in advance and come prepared to participate. The project staff will make every effort to ensure meeting materials are finalized at the time of distribution; however, there may be instances where materials or updated versions of materials are provided at the meeting.
- Meetings will begin and end on time. If agenda items cannot be completed on time, the RRAC will decide if the meeting should be extended or the discussion continued at the next scheduled meeting.
- Meeting summaries will be produced and distributed for each meeting by the project staff to reflect team discussion, feedback.

Communication

- Members are expected to share information with their organizations, other community members, and/or constituents and gather information from their constituents to help inform discussions and recommendations.
- Members will not take actions or discuss issues in any way that undermines an open and transparent process or the project as a whole.
- Members are asked to be respectful of confidentiality concerns and to only distribute documents that are explicitly identified for public distribution.
- Support staff is available at and between meetings to address questions, concerns and ideas. Staff will respond to all member inquiries in a timely manner.

Process considerations

All members will be encouraged to take a proactive approach to this process and upholding this charter, to look for creative solutions rather than problems, and to effectively engage and represent their communities.

Consensus in perspectives on issues is not a necessary outcome. The project team will work to understand the range of issues and opinions on alternatives and findings of analyses, and areas of agreement amongst stakeholders. All significant concerns and interests brought forth in RRAC meetings will be reflected in meeting summaries and communicated to the Project Team. The Project Team and King County will incorporate preferences identified by the RRAC to the maximum extent practicable throughout the project lifecycle.