



7277 Perimeter Road S., Seattle WA 98108

Meeting: Roundtable Advisory Committee

Date: December 8, 2025

Time: 5 - 6:30 p.m.

Location: Zoom Webinar and in person: 7277 Perimeter Road South, Seattle WA 98108, Room 110

Time	Topic	Lead
5 p.m.	Welcome	Erik Utter
5:02 p.m.	Roll Call	Ayako Shapiro
5:03 p.m.	Approve November Meeting Minutes	Erik Utter
5:05 p.m.	Public Comment	Erik Utter
5:15 p.m.	Presentations and Updates <ul style="list-style-type: none">• UPS Cargo	Morgan Kaivo
5:20 p.m.	Discussion and Decisions <ul style="list-style-type: none">• 2026 Chair and Vice Chair Election (15 minutes)• Update Bylaws (10 minutes)• Facilitation Contract Scope (5 minutes)	Matt Sykora
5:50 p.m.	Airport Staff Report and Updates <ul style="list-style-type: none">• Community Engagement<ul style="list-style-type: none">○ Vision 2045 Open House (Reminder that public comments are due)○ Part 150 public hearing in January. (Materials will come out two weeks prior.)• Filling Open Roundtable Seats Update	Matt Sykora
6:00 p.m.	Roundtable Chair Report <ul style="list-style-type: none">• County Budget for Airport (10 minutes)• Year in Review (15 minutes)	Erik Utter

6:25 p.m.	Old Business <ul style="list-style-type: none"> • Bus stop 	Ali Lee
6:30 p.m.	New Business	
6:35 p.m.	Wrap-Up & Next Steps <ul style="list-style-type: none"> • Confirm Action Items • Adjourn 	Erik Utter

Roundtable members

Name	Representing
Erik Utter	Renton/ Kent/ South King County
Ali Lee	Magnolia/ North Seattle
Brian Algiers	Labor (SPEEA)
Dalan Angelo*	Rainier Valley
<i>Vacant</i>	At-large
Morgan Kaivo	Cargo (UPS)
Holly Krejci	Georgetown
Lisa Krober	Tukwila
Ed Lutgen	Labor (IAM District 751)
Mark McIntyre	Corporate Aviation
Ken Moninski	Off-site Business
Evan Nelson	Small General Aviation
Takashi Nelson*	FAA (ex-officio)
Guido Perla*	Unincorporated King County
Stephen Ratzlaff	Pilots' Association
<i>Vacant</i>	West Seattle
Ryan Tomasich	Boeing Company
Velma Veloria	Beacon Hill
<i>Vacant</i>	South Park

Members with an * are non-voting and do not count towards quorum.

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Meeting Opening, Roll Call, and Quorum Update

The meeting was called to order by Erik Utter (Roundtable Chair, Renton/ Kent/ South King County) at 5:05 p.m.

Welcome was led by Erik Utter.

Roll call was led by Ayako Shapiro (PRR). A quorum was present.

September and October meeting summaries were approved by general consent following a requested edit to the October meeting summary.

Public Comment

There was no public comment

Presentations and Updates

Georgetown Steam Plant Group

Erik Utter explained that the planned presentation on the future plans for the Georgetown Steam Plant site was postponed because Sam Farrazaino of the Steam Plant Group could not attend due to an unplanned emergency. The presentation will be scheduled at a future time and will include information about a new access road which will likely cut through Airport property.

Discussion Items

Vision 2045 Ad Hoc meeting

Matt Sykora (KCIA) shared that the Airport hosted an initial ad hoc meeting of interested Roundtable members to show Vision 2045 Alternatives. They did not complete all of the alternatives so the group will be meeting again in November. The Roundtable members confirmed that November 18 at 11:00 am would work for most members.

Questions and comments from Roundtable members:

- Lisa Krober (Tukwila) asked how the Airport defines 'regional carrier. She is worried that Alaska Airlines or other larger carriers might fall into that category. Matt Sykora

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responded that the Airport is not actively seeing regional sized carriers, but that they wanted to be prepared if a future carrier comes in. The last time a tenant had a regional sized plane they had three flights a day. The study showed that the Airport could have maximum two regional sized aircraft on the ground given space constraints. These planes are from 30-75 seats. Ken Moniski (Off-site Businesses) added that larger planes would require additional TSA staff, screening equipment, and holding rooms, all of which needs to be considered if the Airport is interested in serving larger passenger planes.

Bylaws Update

Erik Utter shared his screen to go over the proposed changes to the bylaws. His proposals included:

- Updating the language in the bylaws covering the number of seats on the Roundtable to recognize the addition of a South Park seat and the splitting up of the Rainier Valley and Beacon Hill seats. These changes were made over a year ago and the language has not been updated since.
- Updating Article 3 to discard the Chair and Vice Chair nominating committee and simply require that a vote for the Chair and Vice Chair simply be held on the last meeting of the year.
- Updating Article 5 to streamline the decision-making process when consensus is not possible.

Questions and comments from Roundtable members:

- Ken Moninski asked for clarification about the authority of the Roundtable to update the bylaws. Erik responded that his research indicates that the Roundtable can change the bylaws as long as those changes do not contradict existing code or legislation, which these proposed changes do not. Ultimately any proposed changes would need to be reviewed by the Boards and Commissions office. Matt Sykora shared that while the Airport has not run these proposed changes by Boards and Commissions staff yet, he did not see anything that would conflict with Title 15.

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- Holly Krejci (Georgetown) shared concerns with the proposed changes to Article 5 to streamline decision making in the absence of consensus. She pointed out that the existing language intentionally slows down decision making around big, contentious issues and she would like more time to think about this potential change.
- Erik shared that a scenario he had been thinking about includes issues that are time sensitive because the County Council needs to make a decision about a proposal and is asking the Roundtable to weigh in on a certain timeline and there is a risk to miss that deadline.
- Erik agreed to delay a vote on the proposed changes and asked all Roundtable members to review the proposed changes in the packet and to reach out to him with questions. Matt Sykora (KCIA) agreed to send the proposed changes to the Boards and Commission staff to see if they had any objections.
- Matt also confirmed that generally when there is a conflict between commission bylaws and the County code, the code takes precedence. In the case of the Roundtable, the code is specific about things like Chair term limits, for example and those specifications need to be respected across all County boards and commissions. Matt shared the link to that section of the code in the meeting chat.

2026 Chair and Vice Chair Election

Erik Utter shared that his term as Chair and Ali Lee's (Magnolia) term as Vice Chair ends at the end of the year. The new term begins January 2026. He suggested that the Roundtable spend time in the December meeting to consider nominations and to take a vote on a new Chair and Vice Chair. He confirmed that people are welcome to nominate themselves or others, as long as they have the consent of the people they are nominating. Jenny Thacker (PRR) recommended that the Roundtable members send in their nominations by the Friday before the next Roundtable meeting (December 5).

Facilitation Contract

Ali Lee, the Chair of the Facilitation subcommittee, shared that the subcommittee would like to look at the facilitation scope to give their feedback. Matt Sykora (KCIA) responded that the Airport planned to have a draft scope completed in early December and that executing the contract would likely take the remainder of the month. His goal is to have the

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contract in place before the January Roundtable meeting. The Airport is including in the scope some time for the facilitation team to support up to ten hours of additional meetings and confirmed that the scope includes a more streamlined process for finalizing agendas. Matt confirmed that for process reasons they are not able to share scopes that have not been finalized.

Airport Staff Report and Updates

Updates to Airport Rules and Regulations

Matt Sykora (KCIA) explained that the proposed changes to the Airport Rules and Regulations that were introduced as Emergency Rules in September and October have [been posted for public comment until December 26 at 5:00 pm PST.](#)

Community Engagement

Small Runway Opening

- Troy Chen (KCIA) shared that the Small Runway Re-opening event went well. 50 people attended, including tenants, community members, and contractors, to celebrate together.

BETA Technologies Event

- Troy also shared that BETA Technologies had an event at the Airport that featured their electric-powered helicopter which also was a success and is demonstrating the Airport's commitment to electrification. Mark McIntyre (Pilot's Association) added that the students from Raisbeck Aviation High School were happy to attend and came away inspired to continue their interest in the aerospace industry. He congratulated the event organizers for a successful effort.

Vision 2045 Open House

- Troy reminded the Roundtable members about the November 18 Open House and encouraged all Roundtable members to attend.

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Filling Open Roundtable Seats

Matt Sykora confirmed that he had spoken with Boards and Commission staff about their recommendations for filling open Roundtable seats. They recommend getting at least three nominations for each open seat. Those would come to the Airport first and then get sent on to the Boards and Commissions office to be reviewed. Matt also mentioned that he is reaching out to Roundtable members whose term has expired to confirm their interest in remaining on the Roundtable. Members can serve a partial term and two full terms.

Dave Decoteau (KCIA) said that there are two applications currently for the at-large seat, and no applications for the other positions at present. Matt confirmed that Roundtable members whose terms have expired can continue to serve while their seats are being filled. Several Roundtable members mentioned that the at-large seat had traditionally been held by a representative of the Museum of Flight and they hope someone from the museum applies.

Ali Lee (Magnolia) asked that the opportunities be posted on County Council web pages as well as through the Airport. Ali also requested that the Chair and Vice Chair have access to the applications that are submitted. David said he would follow up on both of those requests.

Safety and Security update

Chief Youngblood shared a presentation sharing safety and security data from 2022-2025. The presentation was included in the November member packet.

The main areas of concern for tenants and guests are burglary and theft, trespassing, vandalism and property crimes to vehicles. Crimes have decreased since 2022. In 2025 to date there have been three instances of trespassing and a slight increase in property crimes to vehicles but that may be due to better reporting.

Roundtable Chair Report

Vision 2045 Subcommittee Report

Erik Utter shared that the Vision 2045 Subcommittee met to decide on their goals and focus. The approach of the subcommittee is to break Vision 2045 into some manageable

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pieces and come back to the Roundtable to talk through some of those pieces in a way that is less technical and more approachable. Current members are Erik, Stephen, Ken, and Velma. Erik invited any other Roundtable members to join. Erik asked Roundtable members to check in with the communities they represent to understand their areas of interest as it relates to Vision 2045.

December In Person Meeting

Erik Utter invited members of the Roundtable to attend the December meeting in person if possible to see each other face to face and to see what it is like to collaborate in person rather than on a screen.

Kudos to Airport Staff

Erik Utter noted that several KCIA staff had been mentioned in the latest issue of Plane Talk and commended all the staff for their good work.

Old Business

Parcel Outreach

Troy Chen (KCIA) reported that the Georgetown Council meeting went well and that a community survey has garnered over 25 responses so far. Suggestions for using the new parcel include recreational green space and commercial space such as a supermarket. Troy shared that as the Airport moves forward, that feedback will be taken into account and the Roundtable will be kept up to date.

New Business

Ken Moninski (Off-site Businesses) asked if the federal shutdown had impacted the Airport. David Decoteau (KCIA) noted that the Airport had not had issues keeping the air-traffic control tower staffed.

Ken asked if the Airport is tracking the number of passengers coming through the terminal. Matt Sykora (KCIA) noted that airlines are asked to self-report and that about 50% of passengers come through charters and 50% come through the terminal.

The motion to adjourn was passed at 6:21 p.m.

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Roundtable members

Name	Representing
Erik Utter	Renton/ Kent/ South King County
Ali Lee	Magnolia/ North Seattle
Brian Algiers	Labor (SPEEA)
Dalan Angelo*	Rainier Valley
<i>Vacant</i>	At-large
Morgan Kaivo	Cargo (UPS)
Holly Krejci	Georgetown
Lisa Krober	Tukwila
Ed Lutgen	Labor (IAM District 751)
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Takashi Nelson	FAA (ex-officio)
Guido Perla*	Unincorporated King County
Stephen Ratzlaff	Pilots' Association
Kelly Ronan-Hafner	West Seattle
Ryan Tomasich	Boeing Company
Velma Veloria	Beacon Hill
<i>Vacant</i>	South Park

The members marked with an * are currently out of compliance and as such may not vote and do not count toward the quorum.

Roundtable members in attendance: Ali Lee, Erik Utter, Holly Krejci, Lisa Krober, Ed Lutgen, Mark McIntyre, Ken Moninski, Evan Nelson, Stephen Ratzlaff, Ryan Tomasich

Absent Roundtable members: Brian Algiers, Dalan Angelo, Takashi Nelson, Guido Perla, Morgan Kaivo,

King County and Consultant Staff in attendance: Tory Chen, Matt Sykora, Cameron Satterfield, Thomas Koney, Nadja Rustempasic, John Parrott, Gil White, Derek Doell, Dave Decoteau, Vanessa Chin, Lorraine Patterson Harris, Chief Johnathan Youngblod

Facilitators and support staff: Jenny Thacker (PRR), Ayako Shapiro (PRR), Steven Derengowski (InterVISTAS)

**King County International Airport
Roundtable Bylaws and Operating Rules**

**Article I
Purpose**

The purpose of the Roundtable is to advise and make recommendations to the airport management, county executive and county council on airport budget, programs, regulations, master plans and noise reduction strategies and other related matters.

**Article II
Members**

There shall be ~~16~~ 18 regular voting members representing the following interest: ~~eight~~ ten representatives of communities directly affected by the airport. Including one each from Georgetown, Magnolia or North Seattle, Tukwila, Renton/Kent/South King County, Beacon Hill/~~5~~ Rainier Valley, **South Park**, West Seattle, Unincorporated King County areas and one at large, four airport tenant representatives, one each from the cargo operator or scheduled air carrier, small general aviation ~~and~~, corporate tenants and one from Boeing; one representative from a pilots association, one representative from a commercial enterprise which is an offsite user or a provider of airport-related services; and two labor representatives. In addition, the Federal Aviation Administration may designate on ex-officio non-voting member.

**Article III
Officers**

1. Election. Officers shall be as described in this section. Officers shall serve for a term of one year and shall be elected by a majority vote of the members by ballot. The Chair and Vice Chair may only serve two consecutive one-year terms. If the office of Chair is vacated during a term, the Vice Chair will assume the office of the Chair and a new Vice Chair will be elected at the meeting following the announcement of the vacancy.
 - a. The election of officers shall be conducted at the ~~first meeting of the Roundtable held in the fourth quarter of the year.~~ **last regularly scheduled meeting of the year.** The Chair and Vice Chair shall assume office upon election.
 - ~~b. The Chair shall appoint a nominating committee at the first meeting of the Roundtable in the third quarter of the year. The nominating committee shall have no less than two members appointed from the regular membership. The nominating committee shall present a slate of candidates for election.~~
2. Chair. ~~No responsibilities of the Chair shall be as follows~~ at the same meeting.
 - a. Convene and chair the meetings
 - b. Represent the group publicly unless other individuals are designated for specific issues
 - c. Delegate authority to other committee members for specific purposes.
3. Vice Chair. The responsibilities of the Vice Chair shall be as follows:
 - a. Act as the Chair in his or her absence
 - b. Perform additional duties as delegated by the Chair
4. Removal. An officer may be removed by a 2/3 majority vote of all members or by written resignation

1
2 **Article IV**
3 **Meetings**
4

- 5 1. The Roundtable shall meet at least quarterly
6 2. Notice of the meetings shall be mailed or transmitted electronically to all members no
7 less than three days in advance, with the goal of providing these materials one
8 business week in advance. Materials for any topic requiring formal action shall be
9 mailed or transmitted electronically to all members no less than three days in
10 advance.
11 3. A quorum is one member more than half of currently serving, appointed members. If
12 there is no quorum those present may conduct business, subject to ratification either
13 by the full Roundtable or, in a time sensitive situation, by poll of all members by the
14 airport staff. The poll may be conducted by telephone or email.
15 4. No representation substitution is allowed as alternates have not been appointed.
16 5. Airport staff will support the Roundtable by administering its records, to include
17 recording and publishing minutes of proceedings.
18 6. Non-members may attend and may speak at a designated time during the meeting.
19 7. Decisions will be made by consensus unless no consensus is reached for two
20 consecutive meetings, in which case decisions may be made ~~at the third meeting~~ by a
21 majority vote. If consensus is not achieved, there shall be an opportunity for a
22 minority report to the Airport Manager, Council, and Executive.
23 8. Roundtable meetings shall be conducted using Robert's Rules of Order, summary
24 version.
25

26 **Article V**
27 **Committees**
28

- 29 1. Subcommittees may be appointed if approved by a majority of members
30 2. Subcommittee memberships may include representatives who are not regular
31 members of the Roundtable
32 3. In appointing any subcommittee, the meeting minutes shall reflect the charge to the
33 subcommittee, whether the subcommittee is intended to be a standing subcommittee
34 or an ad hoc subcommittee for a limited duration.
35 4. Subcommittees shall be subject to the same rules as the full Roundtable.
36 5. Subcommittee recommendations must be ratified by the full Roundtable.
37 6. All Roundtable members will be notified of all subcommittee meetings and any
38 member may attend any subcommittee.
39

40 **Article VI**
41 **Ethics Code**
42

43 The members of the Roundtable shall be governed by the King County Code of Ethics, which
44 outlines the specifics of potential conflicts of interest among King County's Board and
45 Commission members. However, due to the statutory composition of the Roundtable to
46 include members of businesses, organizations, and groups that may have a direct interest in
47 Airport activities or projects and the County's desire to have those interest represented in
48 Roundtable deliberations, the presence of a conflict of interest or perceived conflict of
49 interest shall not be the sole cause for exclusion of that member from the discussion.
50

1 It shall be incumbent upon Roundtable members to disclose potential direct conflicts of
2 interest at the beginning of discussion of a topic or issue. The Roundtable will consider the
3 disclosure and its impacts in its deliberations on the issue. Disclosed potential direct
4 conflicts of interest shall be noted in Roundtable recommendations to the Airport Director,
5 King County Executive, and King County Council.

6
7 **Article VII**
8 **Amendments**
9

10 Amendments to these bylaws shall require a majority vote of Board members.
11 ADOPTED this 29th day of October, 1997, amended and updated by the Roundtable
12 members in good standing on this day of June 14, 2010.



King County
International Airport
Boeing Field

Updates to Roundtable Facilitation Services for 2026

December 8, 2025

1

Summary of Facilaition Service Changes: 2025 vs. 2026

Services	2025 Services	Proposed 2026 Services
Monthly Roundtable Meetings	Facilitate one (1) monthly Roundtable meeting for 12 months.	Facilitate one (1) monthly Roundtable meeting for 12 months.
Agenda Setting	Host one (1) meeting with Airport leadership and one (1) meeting with Roundtable Leadership before each meeting to help establish the agenda.	Host two (2) combined meetings with Airport leadership and Roundtable Leadership before each meeting to help establish the agenda.
OPMA Training	Teach one (1) OPMA training	Teach one (1) OPMA training
Special Roundtable Meetings	-	Facilitate up to five (5) Special Roundtable meetings, each lasting approximately two (2) hours.
Member Packet	Create a new member packet	Update Member Packet Review and provide updates as needed.
In-Person Engagement	-	Facilitator shall attend 50% of the meetings in person.
Meeting Deliverables	Meeting agenda, minutes, attendance log, and public comment log.	Meeting agenda, minutes, attendance log, and public comment log.

Disclaimer: The facilitation agreement for 2026 has not yet been finalized, this the services described maybe subject to change.



King County
International Airport
Boeing Field

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Roundtable Roles & Responsibilities

Organization/Entity	Roles & Responsibilities
Airport Roundtable	<ul style="list-style-type: none"> - Advise and make recommendations to the airport management, county executive and county council on airport budget, programs, regulations, master plans and noise strategies and other related matters (<i>Roundtable Bylaws and Operations Rules</i>) - Members serve as the conduit to the organizations or communities they represent. Input on airport matters should be gathered by Roundtable Members
Facilitation Team	<ul style="list-style-type: none"> - Support the Airport Roundtable meeting by guiding productive discussion and helping KCIA staff and members identify key actions and takeaways - Prepare the meeting agenda, meeting notes, public comment log, and attendance log
King County International Airport	<ul style="list-style-type: none"> - Share information with the Roundtable through updates, discussion items for feedback, or actions for the Roundtable to consider - Prepare meeting materials and upload the agenda and supporting documents to the airport website - Record and publish each Roundtable meeting - Address Roundtable member concerns, such as issues with email access



Disclaimer: The facilitation agreement for 2026 has not yet been finalized, this the services described maybe subject to change.

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King County International Airport Roundtable Advisory Committee

Chair's Report 2025

BY: ERIK UTTER



As KCIA Roundtable Chair, my goal has been to engage transparently and equitably with all stakeholders, ask difficult but necessary questions, and support an airport that serves as a valuable asset to all residents of King County. I have worked to encourage a Roundtable that listens, collaborates, and takes meaningful action.

This report highlights the Roundtable's key engagements and accomplishments over the past year and offers recommendations to further strengthen our work moving forward.

As I conclude my term as Chair, I look forward to continuing my service on the Roundtable and building on the progress we have made together.

A handwritten signature in black ink, appearing to read "Erik Utter".

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01 | Roundtable At a Glance

“The Roundtable shall advise and make recommendations to the airport management, county executive, and county council on the airport budget, programs, regulations, master plans, and noise reduction strategies and other related matters”

KCC 15.94.020

Roundtable Representation:

- Renton/Kent/South King County
- Magnolia/North Seattle
- Rainier Valley
- Georgetown
- Tukwila
- Unincorporated King County
- West Seattle
- Beacon Hill
- South Park
- FAA (ex officio)
- Labor (SPEEA)
- Cargo (UPS)
- Labor (IAM District 751)
- Corporate Aviation
- Off-site Business
- Small General Aviation
- Pilots Association
- Boeing Company
- At-large

02 | 2025 Roundtable Engagement

Advised

- Airport Strategic Plan
- Taxiway Bravo Project
- Vision 2045 Master Plan
- Part 150 Noise Study
- Fee schedule updates
- Runway 14L/34R Rehab
- Parcel Acquisition
- RNAV approach advocacy
- Metro bus stop advocacy
- Airport Rules and Regulations
- Airport Minimum Standards
- Roundtable facilitation contract

Evaluated

- Land use compatibility
- Airport Budget
- Lead impacts to communities
- State of industry transition to unleaded fuel
- ICE flights

02 | 2025 Roundtable Engagement

	Community	Airport	Consultants	Council/Executive	FAA	Other
Airport Strategic Plan						
Taxiway Bravo Project						
Vision 2045						
Part 150 Noise Study						
Fee schedule updates						
Runway 14L/34R Rehab						
Parcel Acquisition						
RNAV approach advocacy						
Metro bus stop advocacy						
Airport Rules and Regulations						
Airport Minimum Standards						
Roundtable facilitation						

03 | 2025 Roundtable Actions

Bus Stop

- Collaborated with airport stakeholders to evaluate a new East-side bus stop to better serve travelers and commuters.
- **Passed resolution to send a letter to King County Metro in support of the new bus stop.**

Vision 2045

- Passed resolution to form Vision 2045 subcommittee
- Began evaluation of Vision 2045 alternates (continuing in 2026)

03 | 2025 Roundtable Actions

Airport Rules and Regulations / Minimum Standards

- Formed stakeholder subcommittee.
- Evaluated changes recommended by airport consultant.
- Gathered stakeholder testimony.
- Identified risks: No availability of light GA maintenance, flight instruction or rental. Reduced access and equity around flight and career training. Barrier to entry reduces pilot training pipeline. Reduced safety due to lack of maintenance and instruction. Negative economic impact.
- Identified opportunities: Grow and encourage small GA. Increased airport vitality through diversity of users. Provide additional business opportunities.
- **Passed resolution proposing specific changes to Rules and Regulations.**

03 | 2025 Roundtable Actions

RNAV Instrument Approach Advocacy

- Provided education to Roundtable members and communities on advantages to prioritizing RNAV instrument approach over the ILS approach that the FAA is currently favoring.
- Worked with the FAA to clarify procedures needed to change the preferred instrument approach.
- Attended community meetings to provide education on benefits of the RNAV approach while building community consensus supporting the change.
- **Passed resolution to provide a recommendation to the FAA to favor the RNAV approach over the existing ILS approach, citing community consensus.**

Facilitation Contract

- Facilitation subcommittee developed additional parameters for the 2026 facilitation contract to improve communication and add scope to better support the Roundtable.

04 | 2026 Roundtable Look Ahead

- Develop 2026 kick-off planning session for 2026 priorities.
- Develop specific recommendations for vision 2045 master plan. Consult with stakeholders. Evaluate alternates, develop details and considerations in support of, or in opposition to individual alternates. Engage with council and executive.
- Engage Georgetown community regarding parcel development.
- Evaluate Taxiway-B project (including ARFF, FAA Control Tower, Taxiway re-alignment)
- Collaborate with airport stakeholders to recommend policies that support diversity of airport users and healthy airport ecosystem.
- Consider amending bylaws to align with current KCC.
- Continue to pursue RNAV approach with FAA.

05 | KCIA Management Opportunities

- **Challenge:** Transparency with the community continues to be a top challenge. Lack of transparency about objectives creates an atmosphere of mistrust that ultimately makes it harder to accomplish goals.
 - **Recommendation:** Engage the community early and often, with clear communication about challenges and goals. Utilize community engagement staff to listen, address difficult concerns transparently, and facilitate conversations that build long-term trust and collaboration.
-
- **Challenge:** Lack of on-field light GA maintenance reduces safety and viability of light GA at the airport. Small aircraft AOG events require using an independent mechanic. Insurance approvals are not standardized and are approved on a case-by-case basis. High priority approvals take a "couple weeks" according to County Risk Management.
 - **Recommendation:** Develop a fast-track approval process for AOG events. Develop policies that encourage on-field maintenance businesses and encourages competition.

05 | KCIA Management Opportunities

Challenge:

- Since 1990, operations at KCIA have declined by 61%, compared to a 35% national average.
- Over the same period, land use dedicated to light general aviation (GA) at KCIA has decreased by 64%, as airport priorities have shifted toward corporate and cargo operations.
- These long-term policies have reduced access and equity, created barriers for small business, contributed to the pilot shortage, and weakened the diversity and resilience of the airport's stakeholder ecosystem.

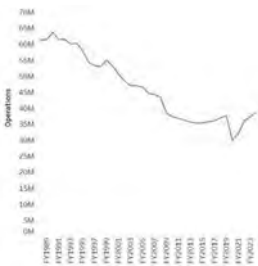
05 | KCIA Management Opportunities

KCIA Historical Data 1990 - 2025

Year	KCIA ^[1]	
	Operations	% Change
1990	400,000	
1995	350,000	-13%
2000	300,000	-14%
2005	300,000	0%
2010	190,000	-37%
2015	175,000	-8%
2020	142,000	-19%
2025	155,000	9%
1990-2025	Change:	-61%

Year	USA ^[2]	
	Operations	% Change
1990	62,000,000	
1995	58,000,000	-6%
2000	54,000,000	-7%
2005	47,000,000	-13%
2010	38,000,000	-19%
2015	35,000,000	-8%
2020	30,000,000	-14%
2025	40,000,000	33%
1990-2025	Change:	-35%

Year	Land use - Light GA ^[3]	
	Acres	% Change
1990	56.51	
2025	20.19	-64%



References

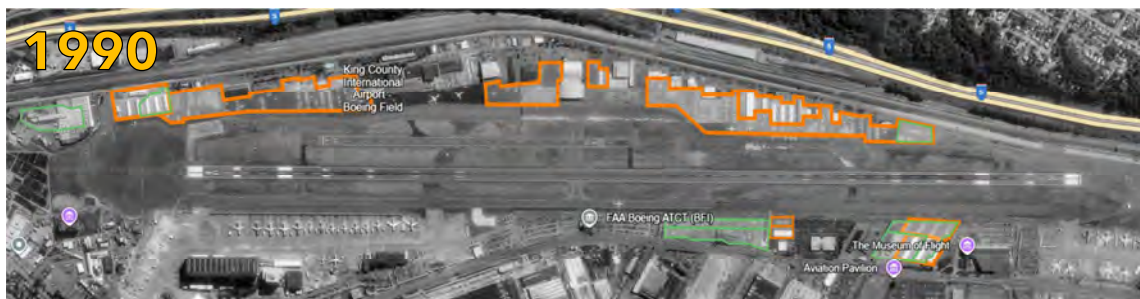
¹King County (2025). Vision 2045 Background Video, 6:40

²FAA (2025). Air Traffic by the Numbers, p. 52

³Google Earth. Historical Imagery 1990-2025

05 | KCIA Management Opportunities

- 1990 Light GA
- 2025 Light GA



Land use - Light GA ^[3]		
Year	Acres	% Change
1990	56.51	
2025	20.19	-64%



05 | KCIA Management Opportunities

Recommendation:

- **Encourage Economic Diversity Through Policy** Develop policies that support small business growth, flight training, maintenance, and other light GA services to ensure a more diverse and resilient airport economy.
- **Build Public-Private Partnerships** Pursue partnerships that incentivize investment in GA infrastructure (hangars, tiedowns, training facilities, maintenance) and create community benefits including workforce development.
- **Restore Space for Light GA** Reevaluate land use allocations and reserve space for GA facilities to increase access, reduce barriers to entry, and support small operators.
- **Support Workforce & Pilot Development** Promote programs that strengthen the aviation pipeline (flight training, aviation maintenance education partnerships, internship programs, and career pathways) to address the pilot shortage and create local jobs.
- **Prioritize Equitable Access in Planning** Incorporate equitable access, diversity of users, and small business support into Master Plan goals, RFP criteria, leasing policies, and fee structures.

External Relations Team Monthly Report

December 2025

Meetings & Events Attended:

1. First Thursday Tabling at the Museum of Flight – November 6th, 2025
2. KCIACC Community Report Back – November 10th, 2025
3. Vision 2045/Part 150 Open House 5 – November 18th, 2025
4. Vision 2045/Part 150 PAC 10 – November 20th, 2025

Upcoming Meetings & Events:

1. Beacon Hill Council Meeting – December 2nd, 2025
2. Museum of Flight Solstice Event – December 20th, 2025

Resources:

[Vision 2045 / Part 150 Website](#)

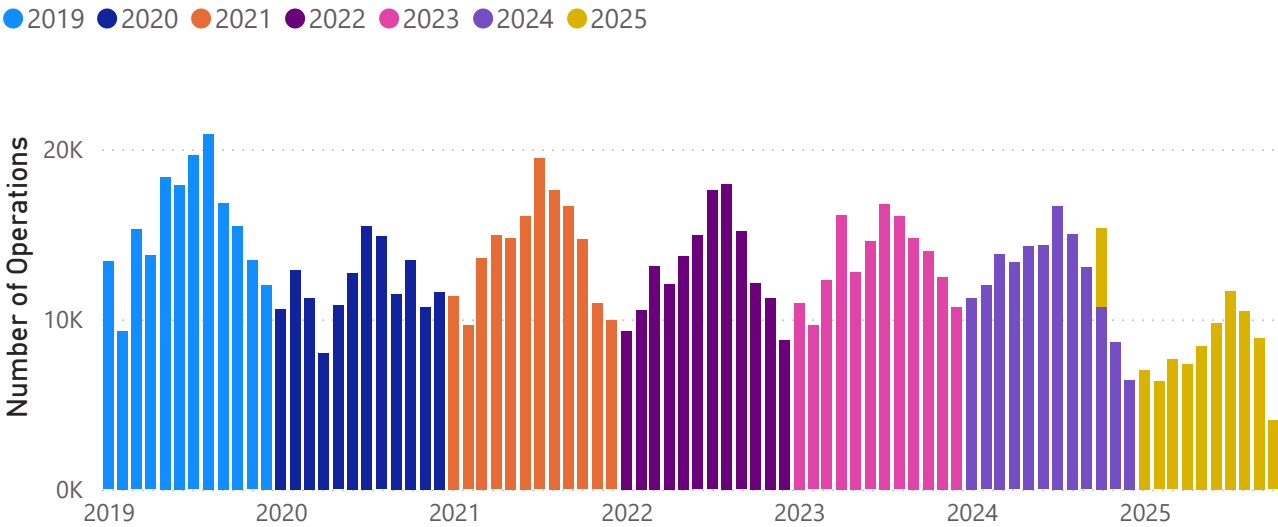
[Projects - King County, Washington](#)

Number	Name	PM	YTD Actuals	\$ Annual Variance	Annual Forecast KPI %	Key Activities - Current Quarter	Key Activities - Next Quarter	Closely Monitored Issues and Key Risks
1028654	LOOP BLDG REMEDIATION	Cracknell	\$227,260	-\$575,233	-63.07%	Building abatement and demo complete. excavation begins 10/30 and sampling will occur. Remediation media will be placed in excavated pits before refilling.	Finish paving and project reporting and close out	This project was delayed due to contract workload issues. We run into the risk of rainwater filling up the excavated sites while the pits are open. We are planning to cover the pits while open to reduce rain introduction to the pits. The pits are expected to be open a maximum of 72 hours at a time while sampling is conducted.
1028662	NORTH BOEING FIELD MTCA	Dumaliang	\$0	-\$40,000	-100%	Project work Agreed Order	Project work Agreed Order	Key risk is Ecology request for additional work as PLP. Current request is PFAS investigation.
1119982	AIRPORT REDEVELOPMENT	Dumaliang	\$0	-\$1,168,936	-100%	Ongoing projects. Quarterly Activities managed through sub projects		Ongoing projects. Quarterly Activities managed through sub projects
1120212	NBF GTSP REMEDIAL ACTION	Dumaliang	\$6,188	-\$22,832	-57.08%	Work in reviewing and revising remedial investigation report with new ECY site manager. Pfas investigation report review is ongoing with ECY.	Completion of RI Report and start of feasibility study. Completion of the PFAS investigation work plan.	None
1120731	AIRPORT FLEET	Fotheringill	\$2,927,187	\$4,214,739	98.59%	Ongoing program. Scope, schedule, cost managed at the annual basis through sub project	Ongoing program. Scope, schedule, cost managed at the annual basis through sub project	Ongoing program. Risks managed through sub projects We had a unplanned purchase of a ARFF Truck as a result of the FAA increasing our ARFF Index. This caused us to exceed our planned annual spend.
1135085	RUNWAY 14L-32R REHAB	Miller	\$21,775,375	\$148,243	0.46%	Achieve substantial completion and proceed with project closeout phase.	Continue with project closeout, closing out contracts, project closeout report, and final invoicing.	contract invoicing, project closeout records, and wet weather.
1137242	AIRFIELD ELECTRICAL UPGRDES	Dumaliang	\$0	-\$1,144,115	-100%	See project details.		Ongoing program. Risks managed through sub projects.
1139512	TAXIWAY B RELOCATION	Miller	\$602,300	\$75,537	9.24%	Finalize the planning report, submit the initial Environmental Assessment reports to the FAA, and continue coordination with the ADO. We are also planning on beginning the procurement for the ARFF, ATCT, and midfield airpark modifications Planning and Design contract.	Continue the NEPA process, coordination with the ADO and select a team for the ARFF, ATCT, and midfield airpark modifications planning & design contract.	Procurement - KIC P&P procurement timeframes may not meet project needs. Airport Leadership is aware and working to mitigate this with P&P FAA - FAA review and approval timeframes can be in excess of a month. Permitting - KC Permitting timeframe and stormwater requirements may not meet project needs and has the potential to delay the program. Airport Leadership is aware and working directly with KC Permitting.
1139547	WATER AND SEWER MGT SYSTEM	Khalili	\$0	-\$16,965	-100%	Ongoing program to support the maintenance team	Ongoing program.	Ongoing program. Risks managed through sub projects
1141114	A11 CONNECTOR RECONST	Miller	\$631,663	-\$117,781	-9.56%	Achieve substantial completion and proceed to the closeout phase of the project. Work with the contractor to ensure all punchlist items are completed.	Continue with closing out the project, construction contract, and develop the record documents and as-builts.	Wet weather could delay application of the final markings, we are monitoring this closely with the contractor.
1141122	STRMWTR PIPE REPLCMT PH III	Khalili	\$1,387,777	-\$128,221	-4.87%	Closeout phase	Closeout phase	N/A
1141128	AIRPORT WAY STORMWATR INPUT	Khalili	\$203,102	-\$1,196	-0.32%	60% design review with all stakeholders in progress; phase completion targeted upon incorporation of comments.	Collaboration with King County and FAA will continue to finalize and submit the 90% design package.	The review process has been delayed due to the FAA shutdown. The Gate Committee needs to approve the project baseline and the required budget for this phase.
1141139	AIRPORT IT COMP PLAN	Harris	\$2,450			Starting Interviews for project details and section needs. Reviewing questions and stakeholder lists.	Developing innovations projects from stakeholder's interviews.	Budget and leadership support may be an issue.
1141154	CARBON ACCREDITATN STUDIES	Dumaliang	\$112,185	-\$11,479	-9.98%	Level 3 accreditation is delayed due to additional responses from ACA Administrator. Additional work is needed for the verifier and an amendment is to be executed to add additional budget. When executed, an HDD analysis will be reviewed and ACA application resubmitted. Level 3+ scoping/planning in process.	Close out of Level 3. Procuring Level 3+ consultant.	Approval for Level 3 accreditation is delayed due to additional comments from the administrator. Additional analysis is to be reviewed before approval.
1141157	CLIMATE PREPARDNNS STUDIES	Dumaliang	\$331	-\$6,091	-45.14%	USGS monitoring quarterly ground levels. Modelling of water levels to start in 2026 by USGS.	USGS monitoring quarterly ground levels completed. Modelling of water levels to start by USGS.	None
1141164	AIRFD ELEC SYS UPGDE PH III	Khalili	\$1,916,977	\$1,776,705	155.29%	Closeout phase	Closeout phase	Contract issue with Rock management

1143915	RUNWAY 14R-32L REHAB	Miller	\$812,770	\$43,620	2.34%	Continue to develop and finalize alternatives, present these and decide which alternative to proceed forward with. Finalize the 60% stormwater design and submit documents for NEPA.	Continue with the Environmental Assessment process and additional field surveys that are required to align with the TXWY B project boundary.	Procurement - KIC P&P procurement timeframes may not meet project needs. Airport Leadership is aware and working to mitigate this with P&P FAA - FAA review and approval timeframes can be in excess of a month. Permitting - KC Permitting timeframe and stormwater requirements may not meet project needs and has the potential to delay the program. Airport Leadership is aware and working directly with KC Permitting.
1143917	WANG SITE REHAB	Sanchez Yubero	\$317,804	-\$2,748,407	-93.48%	Tier 3 Assessment (this assessment is expected to be completed in January 2026)	Evaluate Tier 3 Assessment to make decisions about next steps	
1143948	VISION 2045/PART 150 STUDY	Bartley	\$1,680,197	\$12,638	0.91%	Busy quarter. Revising alternatives and starting NCP V 2045 Alts: Pac 9 reviewed revised alternatives with PAC Planned activities include PAC 9 Revised Alts: 10/21 ~ complete POH 5 Revised Alternatives: 11/18 P150 NCP: PAC 10 NCP 2: 11/20	V 2045 PAC 11 Final Plan: Feb->April date TBD POH 7 Final Alternatives: Feb->April date TBD P 150 POH 6 NCP Public Hearing: 01/22	Community and Tennent Engagement will be a major focus of this project. There will be high visibility with the Executive's Office and Council on this project. Will need to work with council to review the project and prep for approval. Will need to work closely with the FAA ADO on the facility requirements and ALP approval. Short staffing at FAA may result in extended delays for NEMs, NCP and ALP approvals.
1143950	AIRPORT PLANNING/SUPPORT	Bartley	\$0	\$212,334	24.27%	This is a program Scope/Schedule/Cost are managed at sub project level.	This is a program Scope/Schedule/Cost are managed at sub project level.	Most of the budget is contingency for "pop-up" projects so project spend is unknown.
1143954	KCIA CLIMATE VULNERABILITY	Dumaliang	\$0	-\$136,465	-69.92%	On hold	Review status of alternative analysis for heat study. Pre-planning for Stormwater and Airfield Electrical asset updates.	None
1146188	FSS HVAC SYS REPL & SOLAR	Sanchez Yubero	\$52,340	-\$290,199	-29.83%	ITB Package (Draft): Plans, Specifications and Estimate	Final ITB package	Updated construction cost and Grant application
1146512	PAVEMENT REHAB 2023 2024	Sanchez Yubero	\$272,292	-\$88,413	-25.55%	Planning WO-05 Thermoplastic marking removal	WO-05 agreement execution under KC001070 and schedule the work to be performed before the contract expiration date (6/12/2026)	
1147373	DIGITAL ASSET STANDARDS	Kuhl	\$132			Ascertaining the viability of completing the AutoCAD standards with the current budget. Proposing additional budget to complete project.	Initiating work order to start standards development.	Budget was insufficient to complete project.
1148966	KENMORE HANGAR DEMO	Harris	\$58,976	\$12,041	2.96%	Utilities are being shut off. Initiating RFP through JOC to preform demo.	Close out procedures.	Delay in processing RFP. Original budget may not be sufficient to complete work.
1150041	MAIN TERMINAL POWER UPGRDS	Sanchez Yubero	\$39,740			Planning SOW to be performed in-house by KCIA Mx	- KCIA Mx to perform the work in-house - Planning and procure the rest of the work using a contractor	
1150069	ELEVATOR UPGRADES 2025	Bartley	\$192,306			Work is scheduled to take 5-7 weeks to complete and will start when fabrication ends and all materials are available.	Start in early February 2026	The service provider will need a laydown area. Currently Gate 3 has been suggested.
1150204	ATCT UPGRADES 2025	Sanchez Yubero	\$912			-Planning the work to be performed by a contractor (most likely GLY using JOC-Parks/GLY) -KCIA Mx in parallel continues performing in-house its SOW (Elevator and HVAC)	- Procure and perform the work that is not performed by KCIA MX in-house.	
1150621	TERMINAL PRKNG LOT LIGHTING	Sanchez Yubero	\$265			- Planning work: -Currently working with KCIA Maintenance, Operations and Innovation on the early stages of the planning phase to identify the camera and lighting gaps in the parking lot in preparation to take next steps. - Considering to perform a lighting study under A&E contract KC001350 (KH) to see if a new light configuration is needed	Procure items and complete work	

1151054	TEMPORARY ARFF BAY	Bartley	\$17,284			Install Structure Finalize and Submit Permit Application and SCL Application	Submit Permit application and SCL application if not done in Q4 2025 Prepare for SCL "shore power" connection, buy materials for in house labor OR contract out.	This is a temporary structure, but because the FAA is requiring this for several years it will exceed time requirements for permitting as a temporary structure. As such, it will be permitted as a permanent structure. This will be like fitting a square peg into a round hole and comes with a number of risks. Current plan is to use as much rental electrical components as possible. This may need to change if they do not meet SCL standard.
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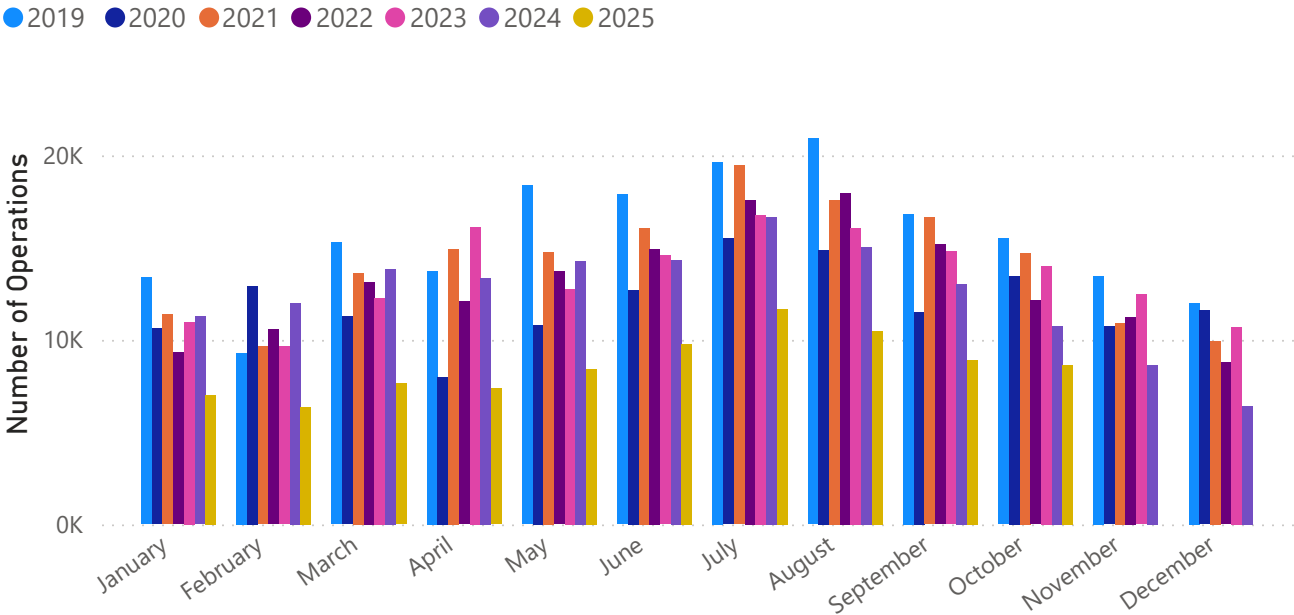
Total Flight Operations 2019 - Present



Total Flight Operations 2019 - Present

Month	2019	2020	2021	2022	2023	2024	2025
January	13,382	10,614	11,362	9,309	10,971	11,262	6,995
February	9,287	12,908	9,635	10,556	9,634	11,981	6,344
March	15,280	11,254	13,612	13,142	12,268	13,846	7,634
April	13,740	7,996	14,925	12,067	16,106	13,334	7,362
May	18,365	10,797	14,774	13,700	12,760	14,283	8,432
June	17,876	12,715	16,072	14,919	14,562	14,338	9,789
July	19,629	15,497	19,449	17,567	16,763	16,657	11,671
August	20,903	14,869	17,575	17,955	16,045	15,017	10,489
September	16,830	11,489	16,625	15,160	14,780	13,029	8,893
October	15,486	13,467	14,686	12,126	14,003	10,763	8,636
November	13,445	10,729	10,925	11,251	12,463	8,625	
December	12,005	11,581	9,929	8,770	10,698	6,424	
Total	186,228	143,916	169,569	156,522	161,053	149,559	86,245

Total Flight Operations Comparison



Year

All

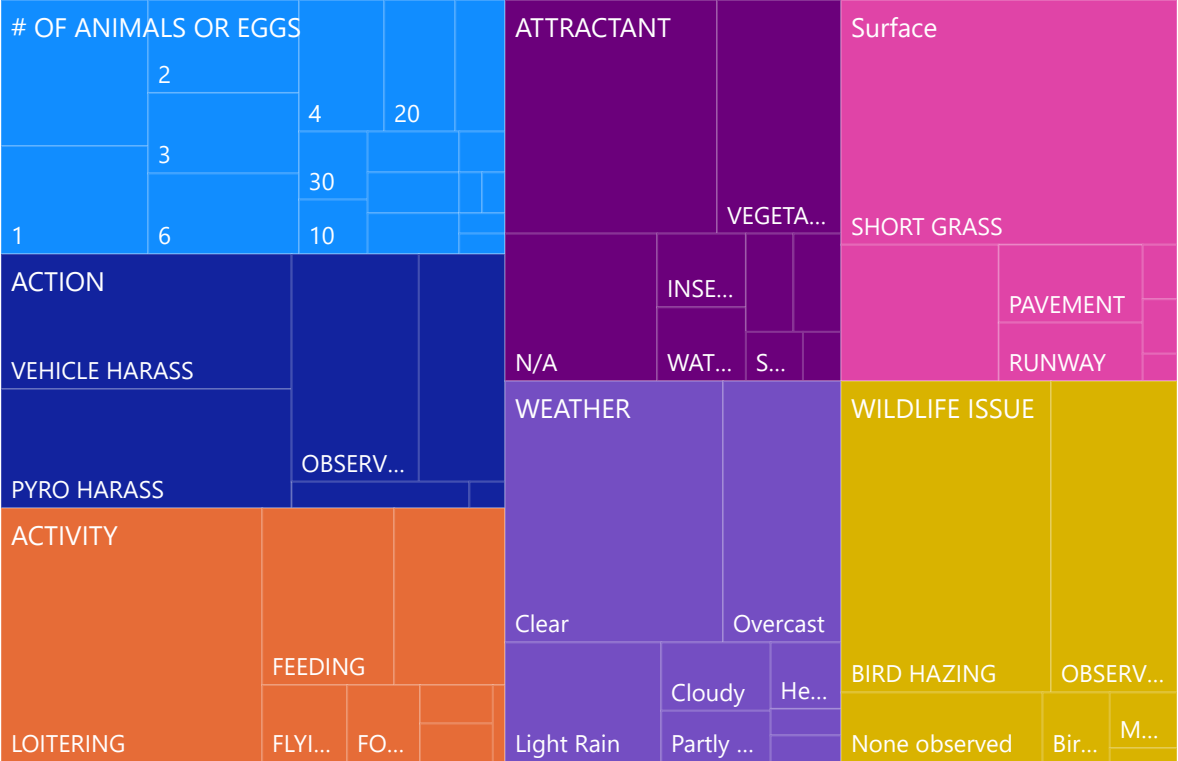
Quarter

All

Month

All

Count of REQUESTID by CUSTFIELDNAME and CUSTFIELDVALUE



INITIATEDBY

All

CATEGORY

Wildlife Issue

CUSTFIELDNAME

Multiple selections

DATETIMEINIT

Last

6

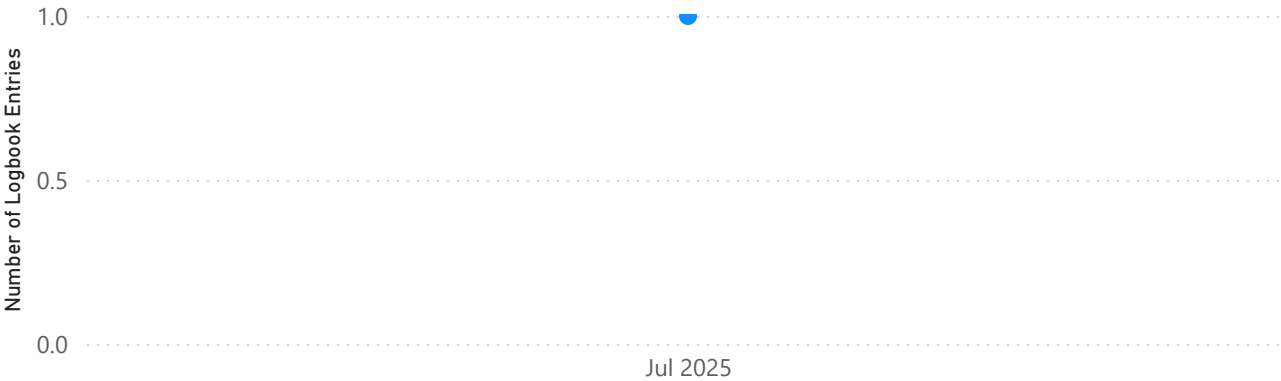
Months

137

Count of REQUESTID

5/27/2025 - 11/26/2025

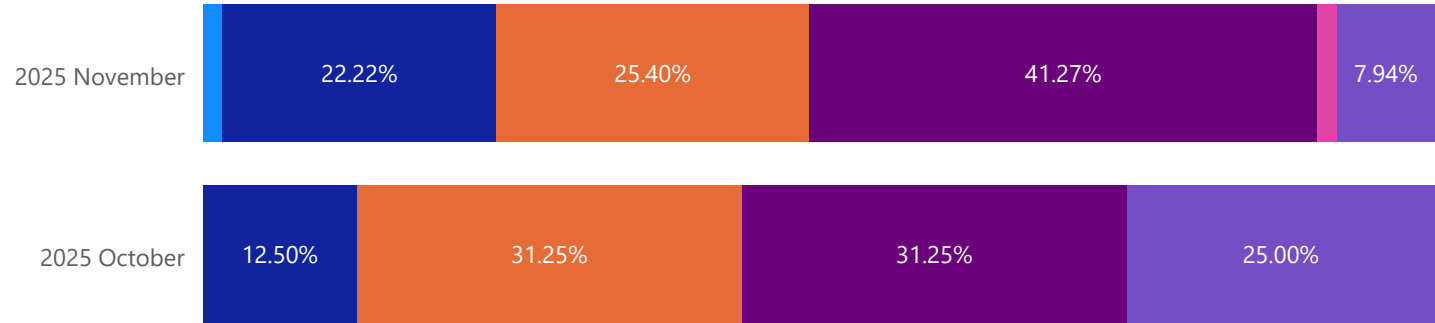
Number of Logbook Entries Created Over Time



REQUESTID	# OF ANIMALS OR EGGS	ACTION	ACTIVITY	ATTRACTANT	Surface	WEATHER	WILDLIFE ISSUE
14419	2	VEHICLE HARASS	LOITERING		SHORT GRASS	Light Rain	BIRD HAZING
14415	5	VEHICLE HARASS	FLYING PAST			Light Rain	BIRD HAZING
14409	4	VEHICLE HARASS	LOITERING		PAVEMENT	Overcast	OBSERVED
14403						Overcast	None observed
14402	3	PYRO HARASS	LOITERING	WATER	RUNWAY	Light Rain	BIRD HAZING
14397	1	VEHICLE HARASS	HUNTING	PREY SPECIES	FENCE	Overcast	BIRD HAZING
14391	2	OBSERVED	FEEDING	VEGETATION	SHORT GRASS	Overcast	OBSERVED
14390	2	OBSERVED	LOITERING	VEGETATION	SHORT GRASS	Overcast	OBSERVED
14387	3	OBSERVED	LOITERING	VEGETATION	SHORT GRASS	Overcast	OBSERVED
14380	2	PYRO HARASS	LOITERING	WATER	SHORT GRASS	Heavy Rain	BIRD HAZING

Inspection Types by Month as a Percentage

Inspection Type Construction I... Part 139 Conti... Part 139 Day Part 139 Night Part 139 Peri... Part 139 S...



INSPECTIONID	INITIATEDATE	INSPTEMPLATENAME	INITIATEDBY	INSPECTEDBY	CLOSEDBY	STATUS
8386	11/26/2025	Part 139 Special	McClendon, Donald	McClendon, Donald		OPEN
8385	11/26/2025	Part 139 Day	McClendon, Donald	McClendon, Donald		OPEN
8384	11/26/2025	Part 139 Day	McClendon, Donald			OPEN
8383	11/26/2025	Part 139 Continuous	Swinford, Andrea	Swinford, Andrea	Swinford, Andrea	CLOSE
8382	11/25/2025	Part 139 Night	Donahue, Kevin	Donahue, Kevin	Donahue, Kevin	CLOSE
8381	11/25/2025	Part 139 Day	McClendon, Donald	McClendon, Donald		OPEN
8380	11/25/2025	Part 139 Special	Swinford, Andrea	Swinford, Andrea	Swinford, Andrea	CLOSE
8379	11/25/2025	Part 139 Continuous	Swinford, Andrea	Swinford, Andrea	Swinford, Andrea	CLOSE
8378	11/24/2025	Part 139 Night	Donahue, Kevin	Donahue, Kevin	Donahue, Kevin	CLOSE
Total						

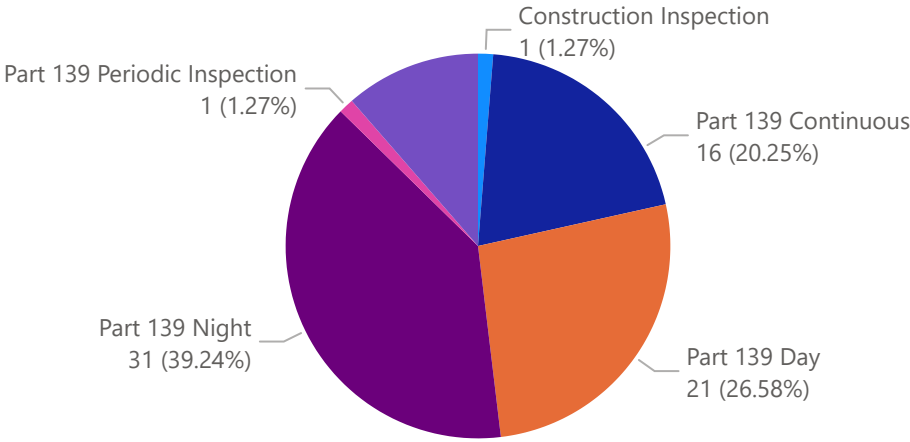
INITIATEDATE

Last1Months

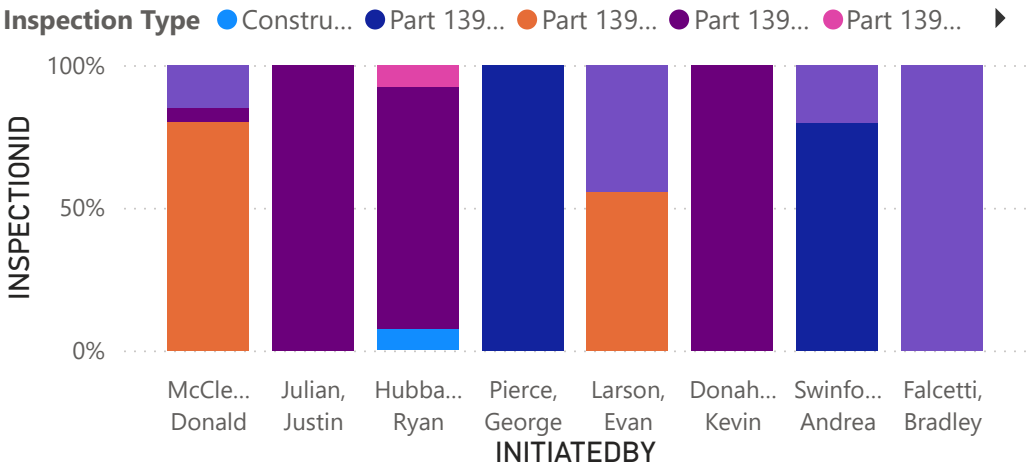
10/27/2025 - 11/26/2025

79
INSPECTIONID

Part 139 Inspections by Type



Inspection Types by Employee as a Percentage



All Logbook Entries

How To Use This Report:

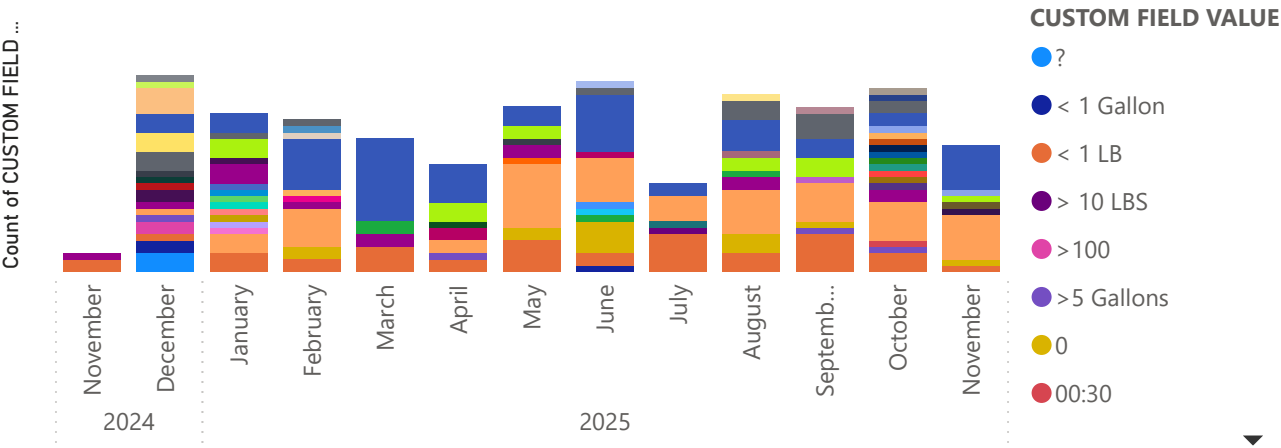
- 1. Set the Date Range Below.
- 2. Use the Logbook Drill Down arrows (V) to refine the visuals.
- 3. Use Ctrl+ to select multiple values.
- 4. Click on the 'Reset Slicers' button above to clear all filters.

Date Last 1 Years

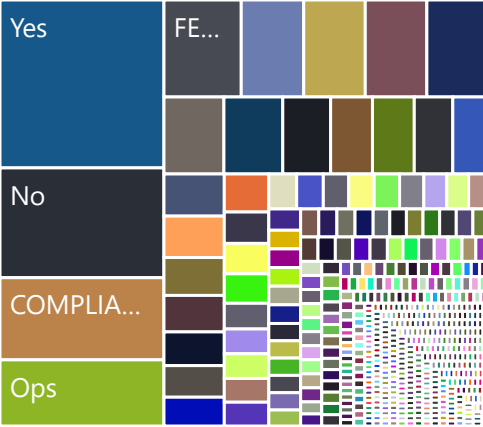
Logbook Drill Down Slicer

- ☐ Aircraft Alert
- ☐ Aircraft Incident / Accident / D...
- ☐ Engine Run-Up
- ☐ Escort
- ☐ Fire Alarm - Airside
- ☐ Fire Alarm - Landside
- ☐ FOD
- ☐ Fuel Spill
- ☐ Gate Usage
- ☐ Hazardous Material Spill

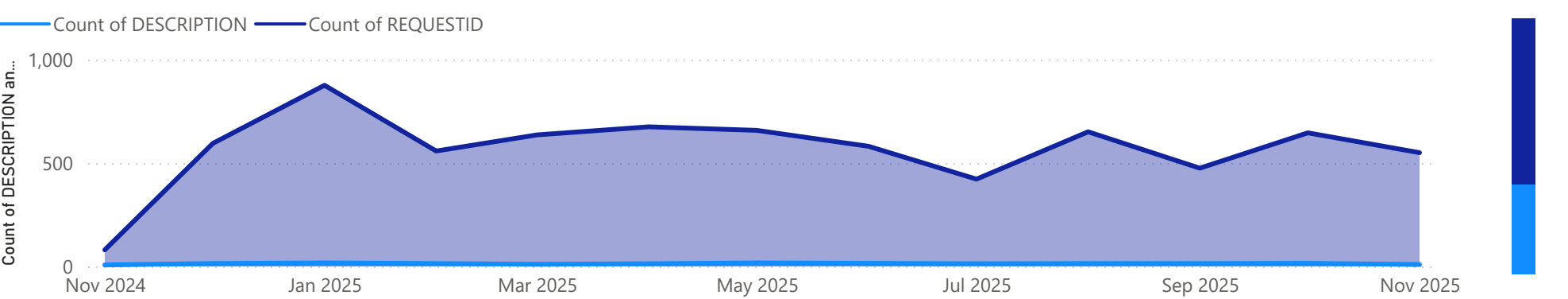
Count of Custom Field Name and Custom Field Values Over Time



Count of Custom Field Value and Logbook Entry



Count of Logbook Description and Logbook Entries Over Time



Logbook 'Custom Fields' Details

(only Logbook Entries with Custom Fields values will show here)

Count of Logbook Entries with CF values: 911

REQUESTID	# Birds Seen	# Birds Struck	# OF ANIMALS OR EGGS	# of Crew	# of Crew (archived)
14420				2	
14419			2		
14418					
14417					
14416					

General Details Based on 'Description'

(this table will not update based on 'Custom Field' selections)

Count of Logbook Entries based on Description: 986

REQUESTID	DATETIMEINIT	DESCRIPTION	STATUS	DETAILS
14420	11/26/2025	Aircraft Alert	OPEN	: N378TA was 10 miles to the Nor reported dual alternator failure. A established themselves for an exti final for 14R, landed safely and ex

Total