



King County

International Airport Boeing Field

7277 Perimeter Road S., Seattle WA 98108

Meeting: Roundtable Advisory Committee

Date: March 9, 2026

Time: 5 – 6:30 p.m.

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

Meeting objectives:

- Confirm community norms, priorities, and roundtable engagement approach as discussed during the February 10 Ad Hoc meeting.
- Understand the context of the Steam Plant from the Airport’s perspective.

Time	Topic	Lead
5 p.m.	Welcome	Ali Lee
5:02 p.m.	Roll Call	Ayako Shapiro
5:03 p.m.	Approve February Meeting (2.9) and Ad Hoc Meeting (2.10) Minutes	Ali Lee
5:05 p.m.	General Public Comment	Ali Lee
5:15 p.m.	Presentations and Updates <ul style="list-style-type: none"> • Topic: February 10 Ad Hoc Meeting <ul style="list-style-type: none"> ○ Community Norms ○ Potential 2026 Priorities ○ “Plane Talk vs Plain Talk” ○ Roundtable Members Providing Ideas to KCIA ○ Discussion and Q&A • Informational Presentation: Update on Amended Visual Flight Rule (VFR) Routes 	Ali Lee and Erik Utter Erik Utter and Takashi Nelson
5:40 p.m.	Airport Staff Report and Updates <ul style="list-style-type: none"> • Community Engagement Report Out • April Public Meetings <ul style="list-style-type: none"> ○ Vision 2045 Preferred Alternative Concept 	Troy Chen Matt Sykora

	<ul style="list-style-type: none"> ○ Taxiway Bravo ● Update on Filling Open Roundtable Seats ● Update on FIFA World Cup: KCSO Parking Support ● Update on new airline route 	Nadja Rustempasic Matt Sykora Ian Fisk
6:00 p.m.	Roundtable Chair Report <ul style="list-style-type: none"> ● Housekeeping <ul style="list-style-type: none"> ○ Meeting Scheduling and Duration ○ What does it look like to be proactive as a Roundtable Member 	Ali Lee
6:05 p.m.	Old Business <ul style="list-style-type: none"> ● Update on bus stop ● Georgetown Steam Plant History and Context 	Ali Lee John Parrot and David Decoteau
6:27 p.m.	New Business <ul style="list-style-type: none"> ● Roundtable Request: Agenda items for April meeting due by March 20th 	Ali Lee
6:29 p.m.	Wrap-Up & Next Steps <ul style="list-style-type: none"> ● Confirm Action Items ● Adjourn 	Ali Lee

Roundtable members

Name	Representing
Ali Lee (Chair)	Magnolia/ North Seattle
Erik Utter	Renton/ Kent/ South King County
Brian Algiers	Labor (SPEEA)
Dalan Angelo*	Rainier Valley
Trip Switzer	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 Ali Lee, Chair (Magnolia/North Seattle) at 5:00 p.m.

Welcome was led by Ali Lee.

Roll call was led by Jenny Thacker (PRR). A quorum was present.

The January meeting minutes were approved by general consent with the correction that the spelling of Nadja Rustempasic be corrected.

Public Comment

Heather Carney (Georgetown Community Council) attended to observe and remain informed. She stated she did not have formal comments but emphasized the importance of transparency and shared awareness moving forward.

No additional general public comments were received.

Presentations and Updates

Georgetown Steam Plant

John Parrott (KCIA) provided background on the historic loss of access to the Steam Plant following 9/11, when 13th Avenue South was closed. He explained that negotiations with Seattle City Light have been ongoing for approximately 20 years, and discussions with the Steam Plant nonprofit for roughly five years. A prior solution involving land trades between Seattle City Light and the Airport was ultimately not supported by the community due to concerns including headlight impacts into homes.

Sam Farrazaino (Georgetown Steam Plant) introduced himself and described the nonprofit's role as a 501(c)(3) organization tasked with rehabilitating the Steam Plant and operating it as a museum. He emphasized the site's significance as a National Historic Landmark, a city landmark, and a National Mechanical Engineering Landmark. He explained that, in addition to the museum function, the nonprofit's goal is to serve as a community resource through arts and sciences education programming and events. Sam shared that the organization has been working on this effort since 2018, after Seattle City

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Light determined it could not use ratepayer funds to rehabilitate the building and was encouraged to partner with a nonprofit.

Sam then provided a summary of the history of access and current conditions. He described the historic 13th Avenue South access route and explained that since it was removed in 2001, access has been provided via a route entering from Ellis Avenue and Warsaw Street through the flight services area and airport parking lots. He stated that the current route is confusing for visitors and inconsistent across navigation platforms, and that it was never intended to be a permanent solution. Sam also explained that the federal Section 106 process determined that removing 13th Avenue access impaired the landmark and that a replacement solution was required.

Sam reviewed the previously proposed 2015 MOA alignment, which he referenced as the “orange” route in his drawing (shown in the figure on the following page). He noted that the MOA was signed by multiple parties, including the city and county, preservation partners, and the FAA. He explained, however, that the orange alignment later proved misaligned with community needs, including headlight spill toward nearby homes, conflicts with the bike and pedestrian paths, and insufficient parking capacity to meet current code requirements. Sam stated that the prior process lacked adequate public engagement, which created frustration when the community later learned of the proposed alignment.

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Sam then presented an exploratory “blue line” concept (shown above) intended to address the shortcomings of the orange alignment. He emphasized that the blue line is a conceptual sketch for discussion and that it is not surveyed, finalized, or designed. Sam described the concept as a potential realignment using the former Air National Guard facilities and adjacent buildings to create clearer wayfinding and more direct access from Willow Street and Ellis Avenue.

Sam explained that within the small triangular area near the Steam Plant (shown in the figure on the following page) there are multiple pieces leased to Boeing, some originating from Seattle City Light and others from KCIASOL, and that one objective is to simplify that arrangement. He reported that Boeing had expressed conditional support for vacating that triangular lease area if Boeing’s storage and fire training functions can be replaced elsewhere.

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Sam also addressed the concept of trading development rights. He stated that the Steam Plant parcel lies within the Runway Protection Zone and that the airport has asked the nonprofit not to pursue new development on that parcel. Sam described a potential approach in which the nonprofit would agree to no new development on the Steam Plant property in exchange for functional space in nearby buildings. He noted that KCIA is currently conducting building conditions and seismic assessments of the former Air Guard buildings, warehouses, and a shed, and that feasibility will depend on those findings.

Sam described the nonprofit's programming and attendance. He explained that historically the facility hosted monthly open houses that drew approximately 1,200 to 1,500 visitors annually. Under the nonprofit's current stewardship, the open house program has grown to approximately 3,000 visitors annually, and additional programming and events have increased total annual visitors to approximately 15,000. Sam stated that long-term attendance is expected to remain bounded, generally in the range of 15,000 to 18,000 visitors annually. He also noted that winter programming is limited by the inability to heat the main building, and that a small classroom building could support year-round education if development constraints allow.

Sam summarized the nonprofit's funding approach and current financial context. He noted that current earned revenue from events is approximately \$50,000 annually. He stated that

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the main building rehabilitation is estimated at approximately \$80 million and would be financed through a combination of historic tax credits, philanthropy, and debt. He also noted that a \$700,000 King County Parks levy grant was awarded to support potential neighborhood center collaboration if the Air Guard facility becomes part of the solution.

Public Comment

Public Comment was opened on the steam plant topic; no comments were received.

Discussion and Decision Items

Georgetown Steam Plant

Following the presentation, Ali Lee (Chair) asked about the transition from the prior orange alignment to the current blue line concept and the role of community input. Sam reiterated that the previous alignment did not include adequate public engagement and stated that the nonprofit does not intend to repeat that mistake. He explained that broader outreach on the blue line concept has not yet begun because the proposal remains conceptual and because the nonprofit and KCIA are still awaiting the building assessment results needed to determine whether the concept is even feasible. Sam stated that once feasibility is clearer, the next step would be to engage the community early and often on traffic impacts, parking, lighting, headlight mitigation, bike and pedestrian conflicts, and program uses. Multiple Roundtable members emphasized the importance of bringing the community into the process earlier rather than after plans are substantially developed, and encouraged presentations to community forums such as the Georgetown Community Council.

The meeting was opened to a second public comment specific to the Steam Plant topic. Heather Carney (Georgetown Community Council) provided a comment focused on transparency and awareness, noting that it was helpful to understand the history and the direction of travel and that shared understanding would be important going forward. With no other public comments, Ali Lee (Chair) returned the discussion to Roundtable members.

Roundtable members asked questions and raised concerns regarding traffic, parking, and transit. Questions were raised about whether parking would occur near the Steam Plant versus the Air Guard lot, and Sam stated it would likely be a mix depending on ADA needs,

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front-door access, and event operations. Concerns were raised about Ellis Avenue being narrow and already constrained, and Sam acknowledged that a traffic and parking study would be necessary if the concept advances. Members asked about transit access, and Sam identified nearby bus stops at Warsaw and at Myrtle. Residents also raised concerns about insufficient notice of event parking operations and bright signage affecting Ellis-facing homes.

Airport staff provided additional context on decision-making constraints. Staff stated that Runway Protection Zone areas must remain clear and compatible, and noted that a portion of KCIA's Maintenance Building currently intrudes into the RPZ and will ultimately require removal or relocation as part of long-range planning. Staff explained that building assessments are still pending and that seismic findings could render some buildings unusable. Staff also emphasized that any land transactions would need to comply with FAA grant assurances and require FAA approval, which represents a critical path. Staff referenced the complexity of coordinating among the FAA, Boeing, Seattle City Light, and King County. Discussion also included potential compounding traffic impacts if Metro implements a southbound bus-only lane on East Marginal Way, which could affect left-turn movements from Ellis.

Ali Lee (Chair) reiterated that the Roundtable discussion is an early step in a longer process, and Sam offered tours of the Steam Plant to help members visualize constraints and options. Ali Lee (Chair) closed the topic by emphasizing that Roundtable members representing communities are expected to help carry information back to their communities and support ongoing dialogue as next steps develop.

Airport Staff Report and Updates

Community Engagement Report

Troy Chen (KCIA) provided community engagement and program updates. He reported that the Draft Noise Compatibility Program (Part 150) public hearing was held on January 22 at the Flight Service Station in a hybrid format. The presentation began at 5:45 p.m., followed by public testimony. Troy stated that 39 people attended and that 18 comments have been received to date. He confirmed that the public comment period remains open through



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February 22 at 5:00 p.m. local time, and that comments may be submitted via the project website, email, or mail.

Troy and staff also noted that KCIA will attend the Northwest Aviation Conference in Puyallup on February 21–22, with staff from operations, maintenance, and external relations. Roundtable members were invited to volunteer to staff the KCIA booth, with exhibitor passes available through Troy and Matt.

KCIA staff announced an Airport 101 training scheduled for February 25 from 10:00 a.m. to 5:00 p.m. Eastern Time. Interested members were instructed to email staff to register.

FAA has opened a public comment period on unleaded fuel transition

Matt Sykora (KCIA) reminded roundtable members of an FAA Federal Register public comment period open through March 13 regarding the draft transition plan for unleaded aviation gasoline and encouraged members to submit comments if interested using the link below.

[Federal Register :: Draft FAA Transition Plan to Unleaded Aviation Gasoline](#)

Roundtable Recruitment Update

Nadja Rustempasic (KCIA) provided an update on Roundtable recruitment. She stated that she has re-sent materials to Rosa, the new Boards and Commissions staff member, and is awaiting response. Nadja reported that the at-large appointment is moving through final steps, with King County Council approval pending, and that South Park and West Seattle candidate pools have been submitted and remain under review.

Ali Lee (Chair) added clarification that the at-large seat is open to any eligible applicant and is not a Museum of Flight-specific seat. The Chair also stated that the current at-large candidate moving forward is affiliated with the Museum of Flight.

Roundtable Chair Report

Museum of Flight Seat

Ali Lee (Chair) opened discussion regarding whether the Roundtable should recommend creation of a dedicated Museum of Flight seat. Members discussed that the current at-

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large appointment effectively addresses representation for the Museum in the near term, but that the at-large seat may not reliably provide Museum representation in the future. Members noted the Museum's unique role as a major airport tenant with a distinct mission and stakeholder perspective. Concerns were raised about whether adding a seat could create additional recruitment burden given existing open community seats.

An informal poll was conducted and indicated unanimous support among participating members for the concept of a Museum of Flight-specific seat. Following the poll, Mark McIntyre (Corporate Aviation) made a motion to recommend to Boards and Commissions the creation of a dedicated Museum of Flight seat for the Airport Roundtable. The motion was seconded by Erik Utter (Renton/ Kent/ South King County).

A roll call vote was then conducted. The motion passed unanimously. Ali Lee (Chair) stated she will transmit the recommendation to Boards and Commissions and will copy Nadja Rustempasic (KCIA) and other requested recipients.

Housekeeping

Ali Lee (Chair) reminded members of the ad hoc/retreat meeting scheduled for the following evening. Airport staff confirmed the meeting will be held in Room 110 of the main terminal, with free parking in the numbered spaces outside. Members were advised to arrive after 5:00 p.m., with a 5:30 p.m. start time. The meeting will be conducted in a hybrid format consistent with standard public meeting requirements. Airport staff noted that cookies, coffee, and popcorn will be available, and that the café is expected to remain open until approximately 6:00 p.m.

Vision 2045 Update

Eric Utter (Renton/ Kent/ South King County) provided a brief update on Vision 2045 and noted that the Roundtable is awaiting the next round of materials. Airport staff reported that the Preferred Alternative is anticipated to go to the Project Advisory Committee in March or early April, with some scheduling flexibility due to spring breaks. Staff stated the Roundtable will receive the same materials at that time. Staff also noted that a public open house is now expected closer to summer, at which time the Preferred Alternative will be presented along with environmental screening and financial feasibility. A late-summer

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comment window is anticipated, dependent on timing and any adjustments following advisory committee feedback. Eric stated he will reconvene the subcommittee when dates are confirmed.

New Business

Ali Lee (Chair) reminded members that agenda item submissions for the March meeting are due by February 20. Staff also noted that meeting duration will generally extend to 90–120 minutes going forward to allow more complete discussion of agenda items.

Key Action Items from Roundtable Meeting

- Transmit Recommendation: Ali Lee (Chair) to notify Boards and Commissions of the Roundtable’s unanimous vote recommending creation of a dedicated Museum of Flight seat (cc: Nadja and others as requested).
- Building Assessments: KCIA to share former Air National Guard building assessment and seismic results with the Roundtable once available.
- FAA Unleaded Avgas Comments: Roundtable members to review and consider submitting comments before March 13 deadline.
- Northwest Aviation Conference: Interested Roundtable members to coordinate with Troy Chen (KCIA) /Matt Sykora (KCIA) regarding booth staffing and exhibitor passes.
- Airport 101 Training: Interested roundtable members to register with airport staff for February 25 session.
- Agenda Submissions: Roundtable members to submit proposed March agenda items by February 20 to Ali Lee (Chair).

Closing

A motion to adjourn was made and seconded. The meeting adjourned at approximately 6:49 p.m.



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Roundtable members

Name	Representing
Ali Lee	Magnolia/ North Seattle
Erik Utter	Renton/ Kent/ South King County
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
Kelly Ronan-Hafner	West Seattle
Ryan Tomasich	Boeing Company
Velma Veloria	Beacon Hill
<i>Vacant</i>	South Park

The members marked with * 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, Brian Algiers, Mark McIntyre, Ken Moninski, Evan Nelson, Takashi Nelson, Stephen Ratzlaff, Ryan Tomasich, Holly Krejci, Lisa Krober

Absent Roundtable members: Dalan Angelo, Guido Perla, Ed Lutgen, Morgan Kaivo, Kelly Ronan-Hafner, Velma Veloria

King County Staff in attendance: Tory Chen, Matt Sykora, Nadja Rustempasic, John Parrott, Dave Decoteau, Julia Jannon-Shields

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



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Meeting Opening, Roll Call, and Quorum Update

The meeting was called to order by Ali Lee, Chair (Magnolia/North Seattle) at 5:30 p.m.

Welcome was led by Ali Lee.

Roll call was led by Ayako Shapiro (PRR). A quorum was not present.

Public Comment

Public comment was provided by John LaPorta, who raised significant concerns about communication gaps related to airport-area safety incidents. He described multiple events, including a student being accosted in the Northeast Parking area, break-ins at Modern Aviation, a Rainier Flight aircraft damaged by gunfire, and a fence cut near Southwest Park, and emphasized that the airport had not communicated these incidents to the public.

He stated that community members are unaware of ongoing safety issues that directly affect them and recommended that the Airport consider establishing an “Airport Watch Program” or similar mechanism for transparent, real time safety updates. Several Roundtable members agreed that public safety should become a more visible part of future agendas.

Roundtable Ice Breaker

Ali Lee (Chair) opened the session with an icebreaker, inviting roundtable members to share how they were feeling at that moment.

Roles and Responsibilities of Airport Roundtable

Troy Chen (KCIA) provided a review of the roles and responsibilities of KCIA, the facilitation team, and the Roundtable. KCIA staff described their responsibilities in sharing information, preparing materials, posting public documentation, and responding to Roundtable concerns. The facilitation team’s role is to support productive dialogue and prepare notes and logs. The Roundtable is responsible for advising airport leadership and county officials, representing community interests, and serving as conduits of information.



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Members discussed whether this document fully represented expectations. They expressed interest in clarifying how agenda topics are formed, how Roundtable members communicate with their represented communities, and how attendance expectations should be reinforced. The group agreed to develop a voluntary directory to facilitate interpersonal check-ins while avoiding group messaging that might violate the Open Public Meetings Act.

Community Norms

Ali Lee (Chair) turned to establishing meeting norms for 2026. Members discussed practices that support productive, collaborative meetings. They emphasized the importance of recognizing that members come from different technical and experiential entry points, and that conversations should be approached with grace and patience.

They agreed to the principle, “Don’t let perfection be the enemy of good,” encouraging momentum rather than paralysis. They discussed the dual reminder, “Why am I talking?” and “Why am I not talking?” to encourage balanced participation. Members stated that all perspectives are valid and that communication should rely on plain, accessible language, avoiding jargon unless explained. The group also endorsed the expectation that some topics will require more than one meeting and that non closure is part of the process. Finally, they agreed to create a member directory to support informal outreach.

KCIA staff contributed additional norms emphasizing transparency, public trust, proactive ideas rather than reactive responses, and the importance of bringing community-originated topics into Roundtable discussions.

Agenda Topics for 2026

Review Chair Report (2025)

Erik Utter (Renton/ Kent/ South King County) provided an overview of 2025 accomplishments and items still in progress. He noted that ongoing topics such as the bus stop issue, RNAV advocacy, Vision 2045, the Part 150 Study, and the Taxiway Bravo Project will carry forward into 2026.



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Agenda Items for 2026

The group then generated a broad list of potential focus areas for 2026, building on both new and ongoing topics. Items identified included:

Agenda Item	Votes Received by Roundtable Members
Policies to support general aviation, a diversity of uses and a healthy airport ecosystem	5
Noise abatement/mitigation	4
Rates/landing fees/ fuel flowage fees	3
Property acquisition by airport (proactively inform community)	1
Air quality	1
Steam Plant	1
Upcoming legislation	1
FIFA	1
Museum of Flight Airport Roundtable seat	-
Parcel development and the involvement of the Georgetown Community	-
Fuel Farm	-
Revisit 2023 Audit	-

Each roundtable member was given five votes to help identify top priorities. The numbers noted above reflect the level of priority expressed during the exercise. These results will be brought forward to the full Roundtable for formal consideration.

Objectives for the Airport Roundtable

Troy Chen (KCIA) provided a brief overview of outreach activities and discussed what community engagement looks like from the airport's perspective. Having been in the role for nearly a year, the lead noted ongoing coordination with Roundtable members and explained that regular updates are provided during meetings. In addition, a monthly Community Outreach Report is included in each meeting packet. That report summarizes community meetings attended, schools and organizations visited, key topics discussed, and anticipated outreach activities in the coming month.

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The update also provided additional details regarding the primary community groups engaged by the airport. In Georgetown, regular coordination occurs with the Georgetown Community Council and the Georgetown Business Association. Airport staff referenced prior engagement related to the Georgetown parcel, noting that a presentation was given at a Community Council meeting and a survey was distributed to gather airport-related feedback from community members. Outreach also extends to the South Park community and the Beacon Hill Council on the east side, representing the neighborhoods most directly adjacent to the airport.

Beyond immediate neighborhood organizations, engagement efforts include collaboration with broader community and nonprofit stakeholders. This includes work with the Duwamish River Community Coalition, particularly on issues related to clean air and water, as well as outreach within the broader Duwamish Valley community. Engagement with local schools and organizations such as the Museum of Flight was also noted, reflecting a broader educational and nonprofit partnership component to the airport's outreach strategy.

Closing

At the close of the meeting, members participated in a brief reflection exercise, sharing one word to describe how they were feeling. Responses included excited, community, optimistic, hopeful, collaboration, events, and airport, along with a few sports-themed remarks. The overall tone reflected a sense of energy and forward momentum among members.

A motion to adjourn was made and seconded. The meeting adjourned at 7:30 p.m.



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Roundtable members

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Ali Lee	Magnolia/ North Seattle
Erik Utter	Renton/ Kent/ South King County
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King County Staff in attendance: Tory Chen, Matt Sykora, Nadja Rustempasic, John Parrott, Dave Decoteau, Julia Jannon-Shields

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

External Relations Monthly Report

March 2026

Meetings & Events Attended

1. **Beacon Hill Council Meeting - February 3rd, 2026**
2. **Roundtable Ad Hoc Meeting - February 10th, 2026**
3. **NW Aviation Trade Show - February 21-22, 2026**

Upcoming Meetings & Events

1. **Beacon Hill Council Meeting - March 3rd, 2026**
2. **Vision 2045 Preferred Alternative PAC Meeting 11 - March 12th, 2026**
3. **Duwamish Valley Strategic Plan Open House - March 17th, 2026**
4. **Embry-Riddle KCIA Tour - March 28th, 2026**

Resources

- **Vision 2045 / Part 150 Website:** kciaplanning.com
- **KCIA Construction Projects:** <https://kingcounty.gov/en/dept/executive-services/transit-transportation-roads/airport/projects>
- **Sign up for Plane talk:** <https://public.govdelivery.com/accounts/WAKING/signup/40499>

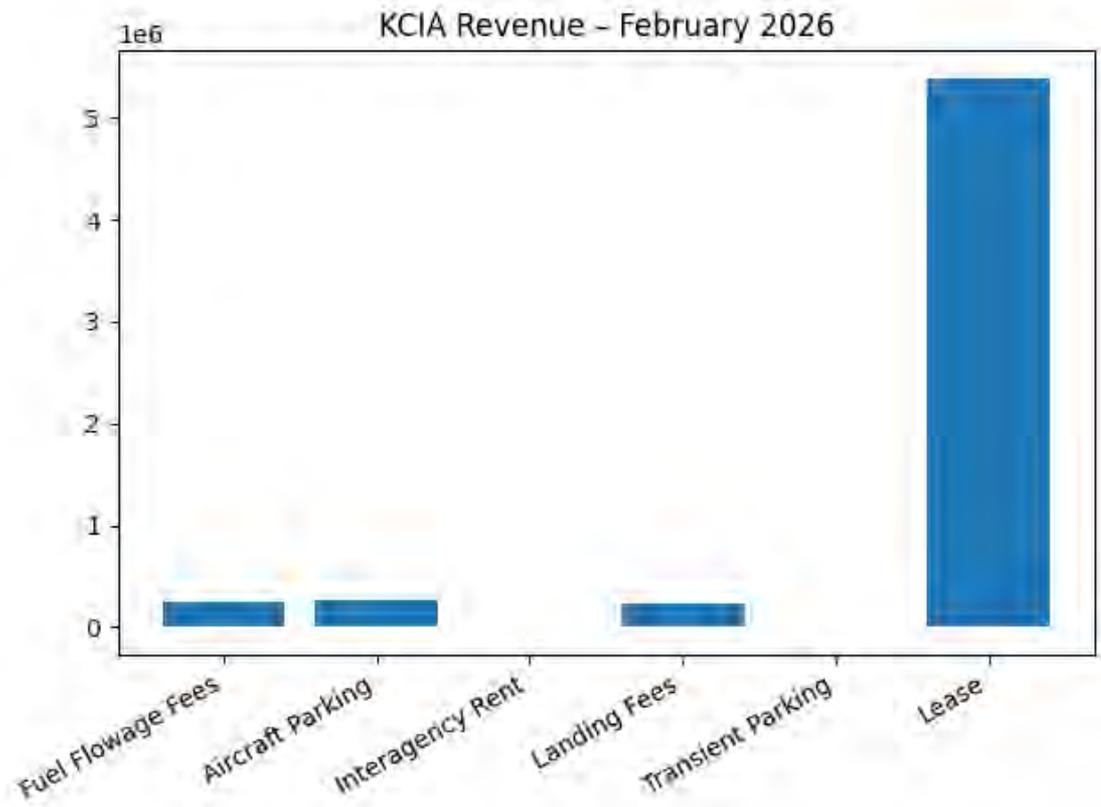


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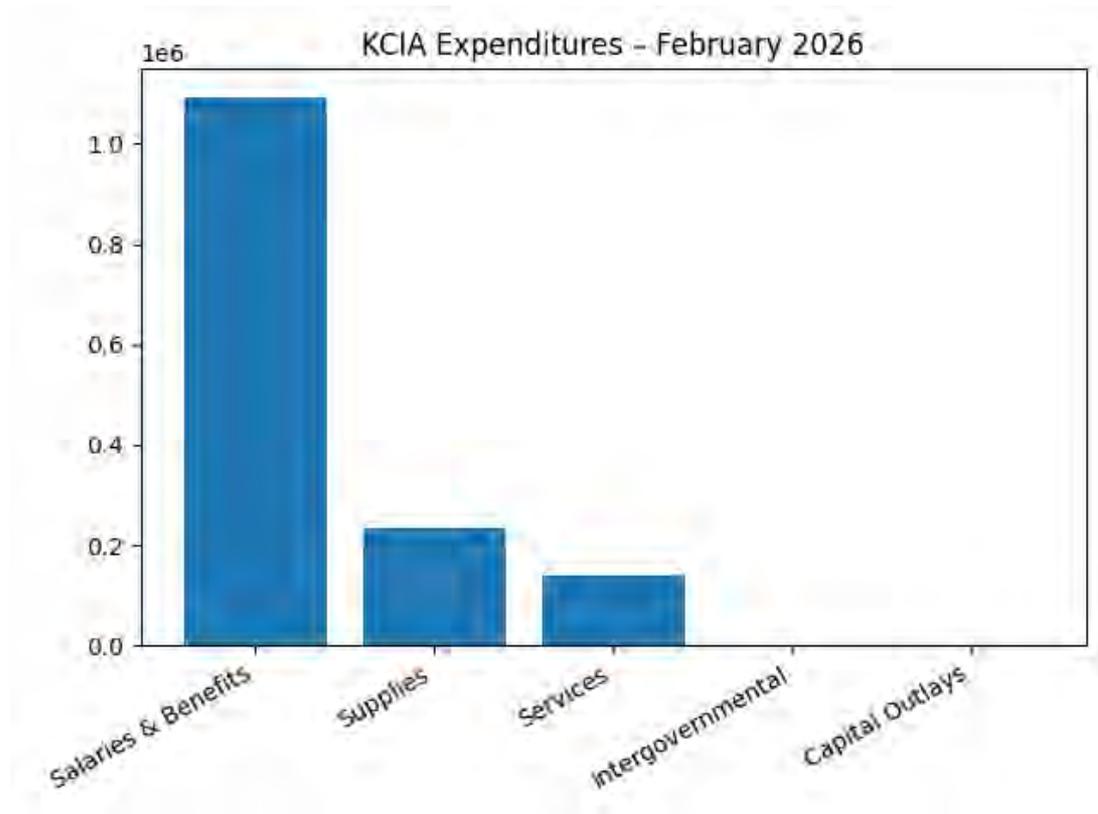
Number	Name	PM	YTD Actuals	\$ Annual Variance	Annual Forecast KPI %	Key Activities - Current Quarter	Key Activities - Next Quarter	Closely Monitored Issues and Key Risks
1028654	LOOP BLDG REMEDIATION	Cracknell	\$366,826	-\$912,000	-100%	Final MTCA report will be created this quarter.	Finalization of MTCA report, if not finished in current quarter.	GLY slow to deliver final manifests for waste profiles.
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
1120731	AIRPORT FLEET	Fotheringill	\$0	-\$2,090,534	-48.90%	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	\$6,763,362	-\$24,152,420	-75.60%	Continue to work on punchlist and warranty items with the contractor.	Complete punchlist, complete final inspections and issue final acceptance. Proceed with the closeout processes for the construction contract and project	Delays with record/as-built drawings
1137242	AIRFIELD ELECTRICAL UPGRADES	Dumaliang	\$0	-\$1,144,115	-100%	See project details.		Ongoing program. Risks managed through sub projects.
1139512	TAXIWAY B RELOCATION	Miller	\$14,905	-\$670,954	-82.09%	Finalize planning report updates, and continue negotiations with selected consultant. Partner with the FAA on funding updates based on the updated planning report.	Continue negotiations for the new ATCT and ARFF station design contract.	FAA Coordination & Funding P&P: Procurement with P&P could result in delays. Permitting: This program will require extensive coordination with KC Permitting which could result in delays if not properly
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	\$30,845	-\$428,634	-34.78%	Continue to work on punchlist and warranty items with the contractor.	Complete punchlist, complete final inspections and issue final acceptance. Proceed with the closeout processes for the construction contract and project	Delays with record drawings and weather delays
1143915	RUNWAY 14R-32L REHAB	Miller	\$75,375	\$658,103	35.28%	Continue to refine the design alternatives, stormwater system design, and ROM cost estimates. We will also continue to develop and support the NEPA process.	Continue with the NEPA process and begin preparing for an anticipated open house for the NEPA Scoping meeting.	FAA funding and coordination King County Permitting KC P&P
1143948	VISION 2045/PART 150 STUDY	Bartley	\$181,629	\$336,269	24.08%	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	Start or Complete SEPA and NEPA work Start or continue finance summary and other documentation steps Coordinate with FAA and Council for final approvals	
1143950	AIRPORT PLANNING/SUPPORT	Bartley	\$0	-\$408,547	-46.69%	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.
1150069	ELEVATOR UPGRADES 2025	Bartley	\$179			Work has been delayed due to supplier constraints Due to start in Feb. but may be delayed more. s Work is scheduled to take 5-7 weeks to complete and will start when fabrication ends and all materials are available.		The service provider will need a laydown area. Currently Gate 3 has been suggested.
1151054	TEMPORARY ARFF BAY	Bartley	-\$101,420			Continue Permit application and SCL application application Prepare for SCL "shore power" connection, buy materials for in house labor OR contract out.	Move to fully operating steady state of the work.	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. Particularly for Permitting (SCL/Civil/Fire) Current plan is to use as much rental electrical components as possible. This may need to change if they do not meet SCL standard.

KCIA Financial Summary – February 2026

Metric	Amount
Total Revenue	\$6,130,172
Total Expenditures	\$1,471,000
Net Difference	\$4,659,172

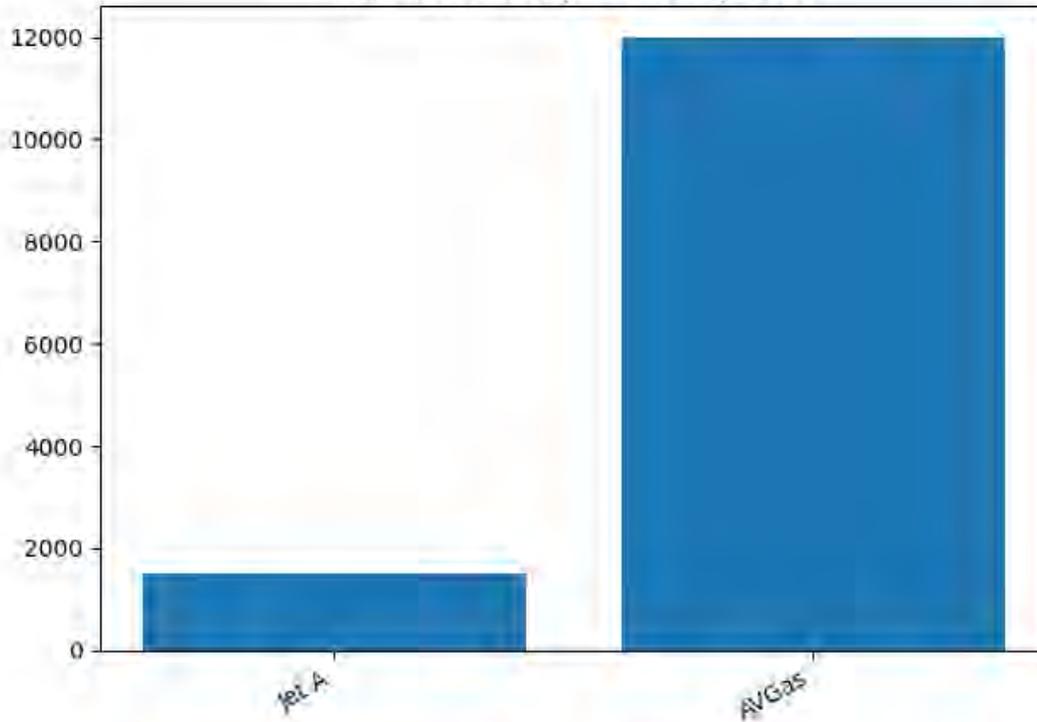


Category	Amount
Fuel Flowage Fees	\$251,743
Aircraft Parking	\$266,760
Interagency Rent	\$-1,799
Landing Fees	\$224,194
Transient Parking	\$1,200
Lease	\$5,388,074



Category	Amount
Salaries & Benefits	\$1,094,000
Supplies	\$236,000
Services	\$141,000
Intergovernmental	\$0
Capital Outlays	\$0

KCIA Fuel Activity - February 2026



Category	Amount
Jet A	1,500 gallons
AVGas	12,000 gallons



King County
International Airport
Boeing Field

Join A Community

Clean-Up!

King County International Airport is hosting a Roadside Cleanup in partnership with the Adopt-A-Street program from Seattle Public Utilities. Cleanup supplies will be provided.



Wednesday April 15, 2025



1:30pm - 3pm

7277 Perimeter Rd S, Seattle, WA 98108





King County International Airport
Roundtable Advisory Committee

March 2026
Revised VFR Procedures

BACKGROUND

01 | Terms

VFR vs. IFR

Both are rules for how pilots navigate and stay safely separated. The difference is what you rely on.

VFR - Visual Flight Rules

- Pilot mainly looks outside and maintains their own separation visually
- Can only be used in “good” weather
- Less prescribed flying. Depending on airspace, may be flown without air traffic control (ATC)
- Can be used by any aircraft type, but often utilized by small aircraft

IFR - Instrument Flight Rules

- Pilot primarily uses instruments
- Must be used in “poor” weather. May be used in “good” weather.
- Air traffic Control (ATC) provides prescribed routing, traffic separation and clearances
- Requires advanced training and equipment
- May be used by all aircraft types, but large aircraft typically fly IFR.

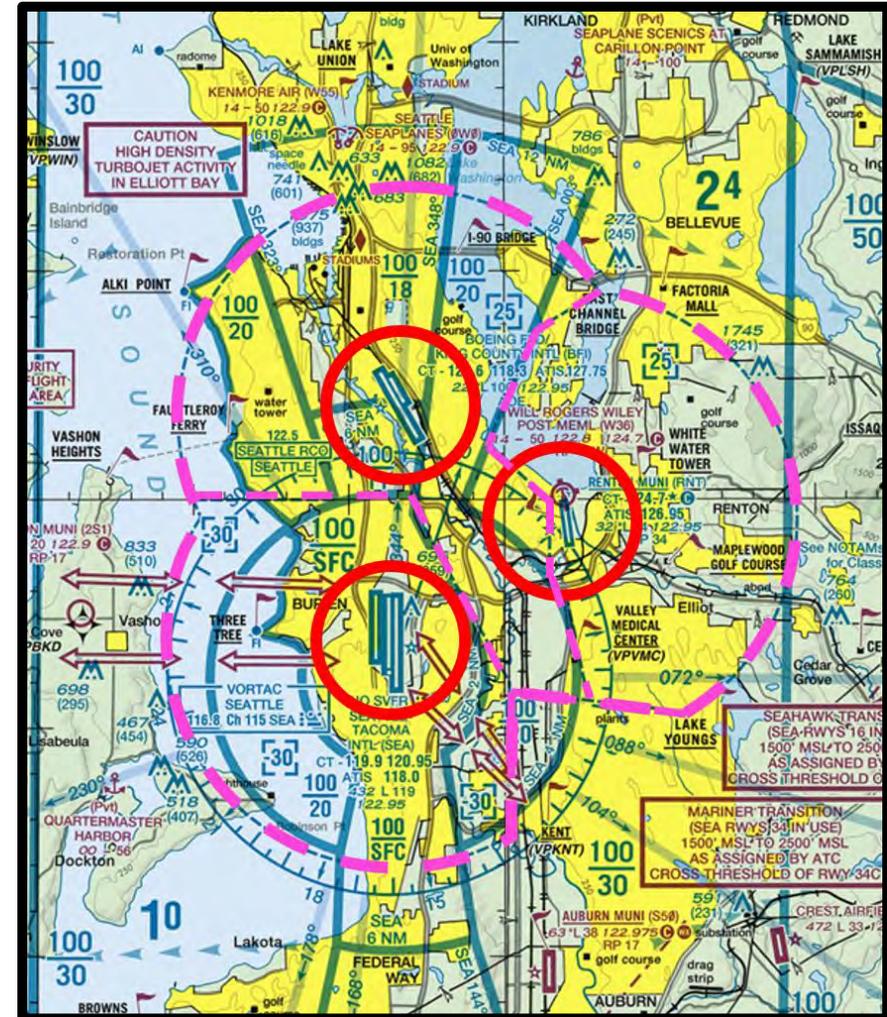
02 | Airspace Challenges

Complexities

- Seattle area has 3 busy airports within a few miles of each other:
 - Boeing Field (BFI)
 - Renton (RNT)
 - Sea-Tac (SEA)
- BFI and RNT have a very wide mix of aircraft types

Challenges

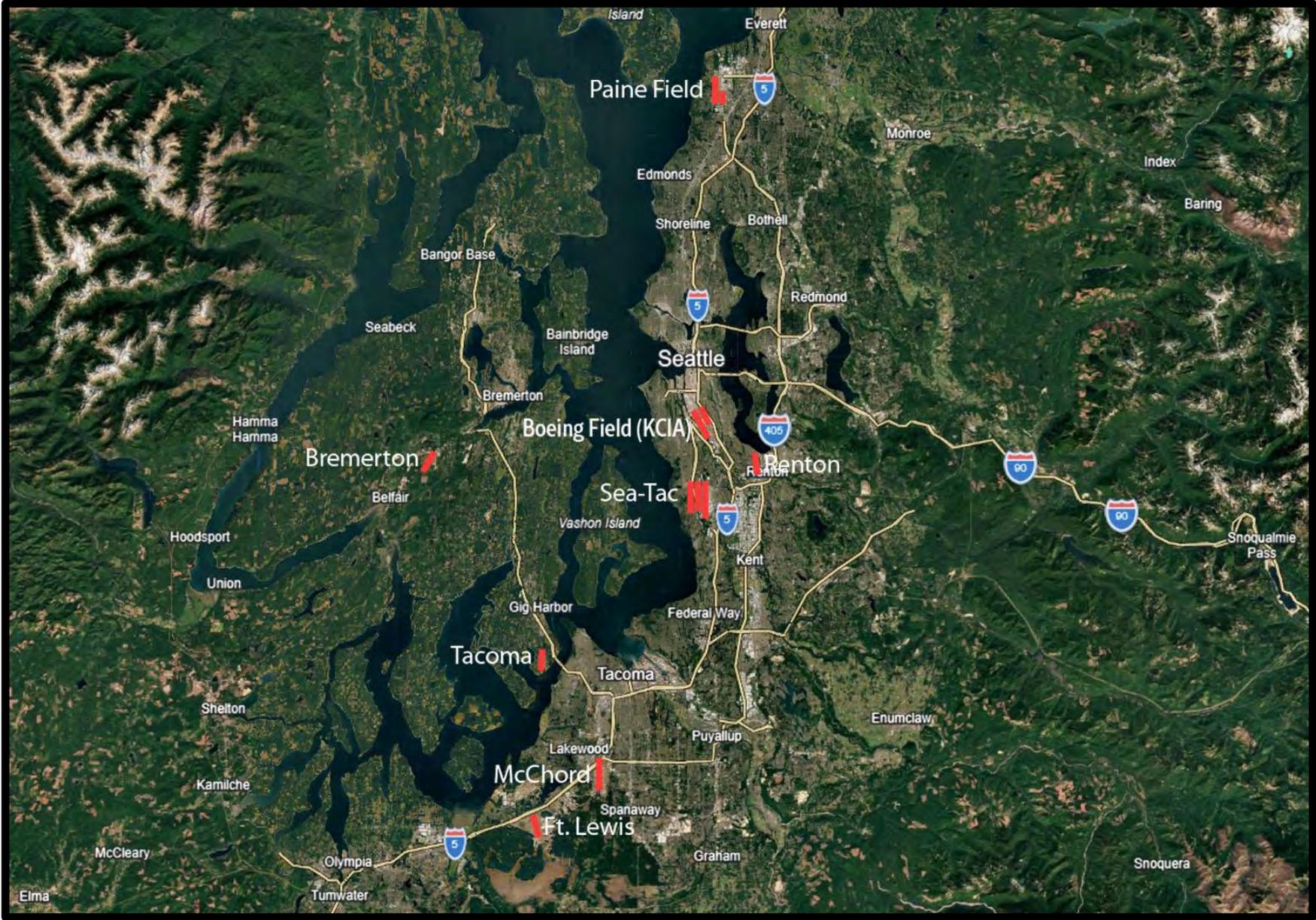
- Maintain separation/deconflict
- Coordinate between ATC facilities
- Separate visual and Instrument approaches
- Resolution advisories (RA's)



03 | Airspace Classification

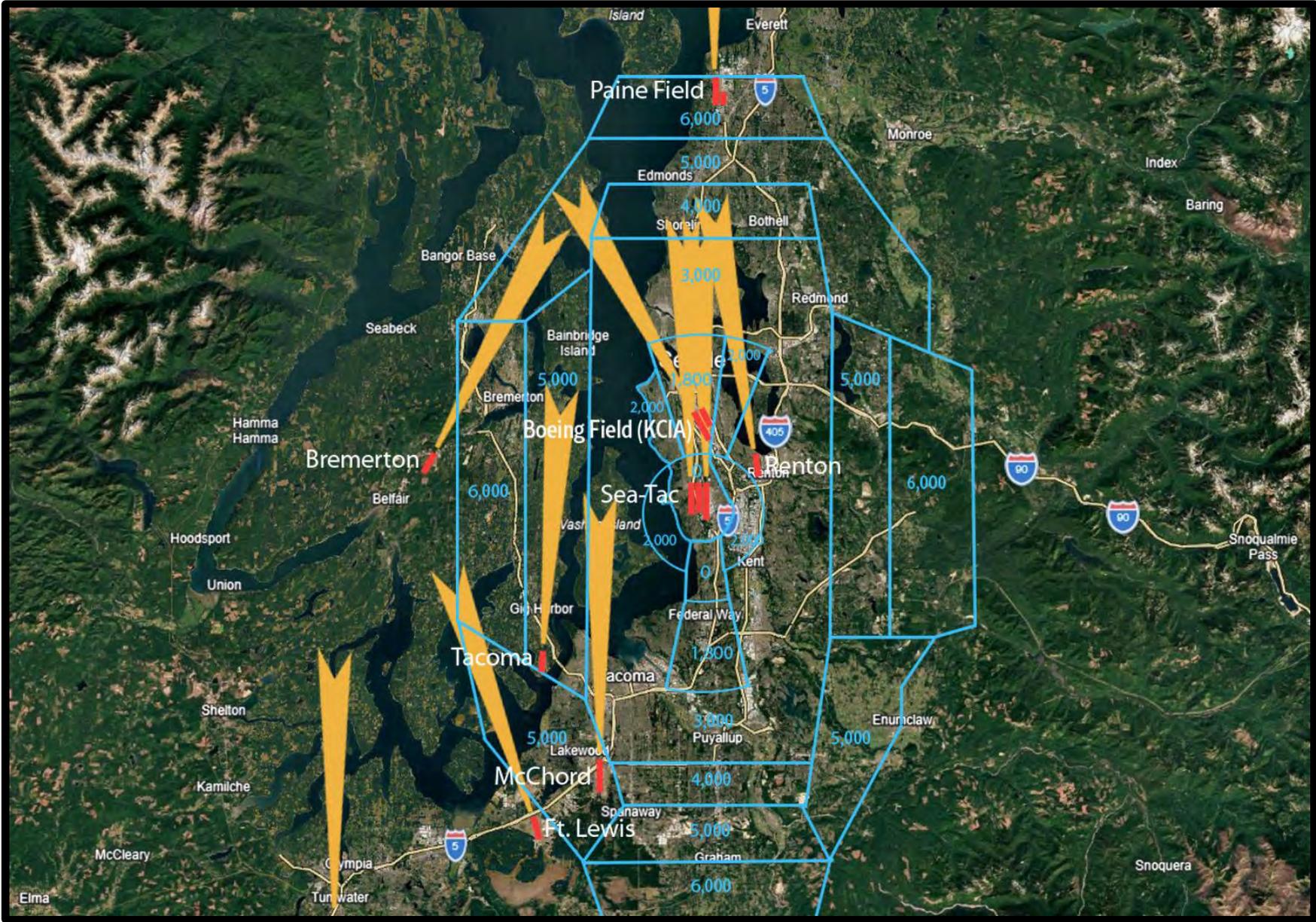


Puget Sound Airports with instrument approaches



**Class B airspace
protects SEA arrival and
departure corridors.**

**ATC clearance required
to enter Class B.**



Class B airspace protects SEA arrival and departure corridors.

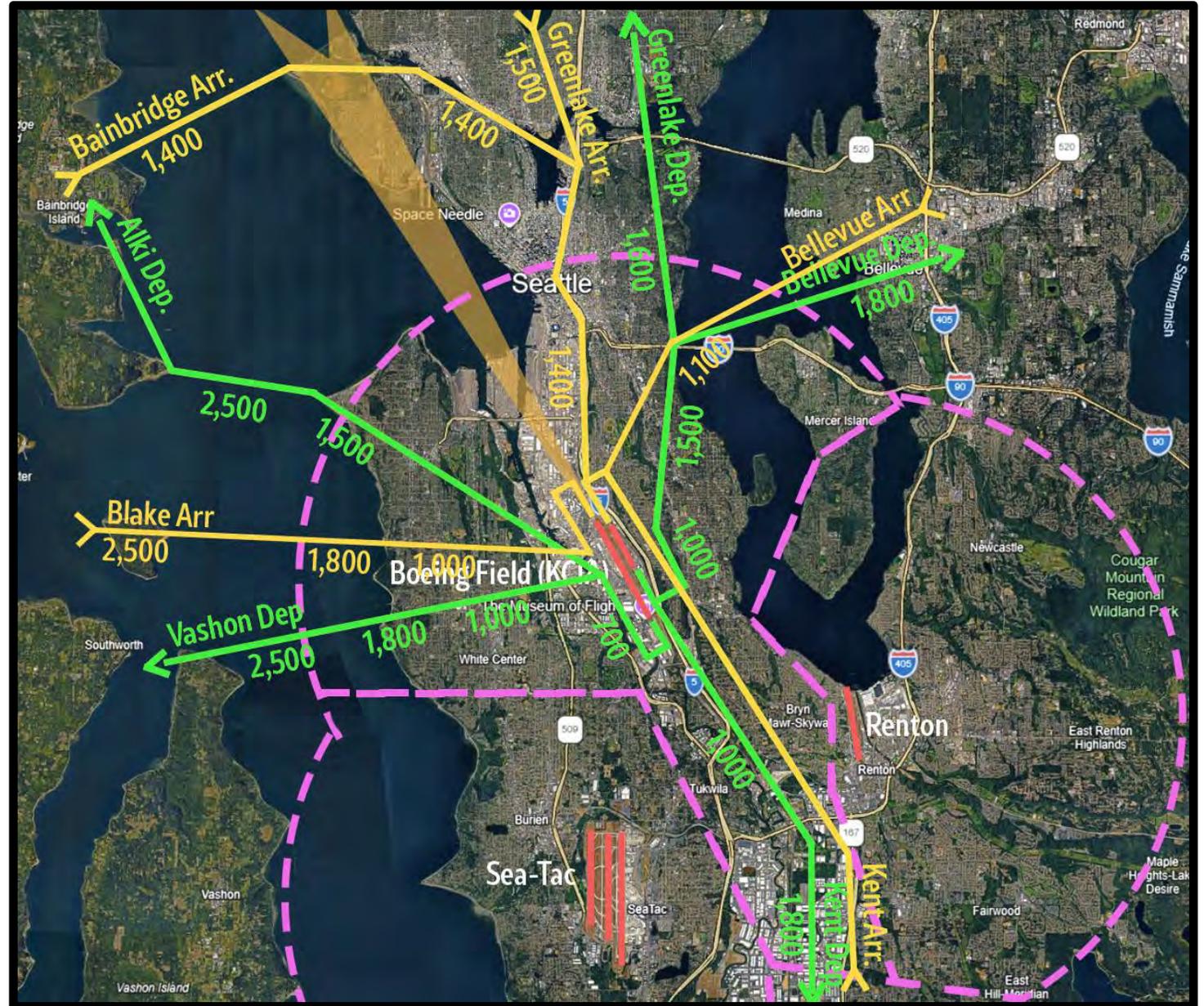
ATC clearance required to enter Class B.



Current VFR arrival and departure procedures

South flow

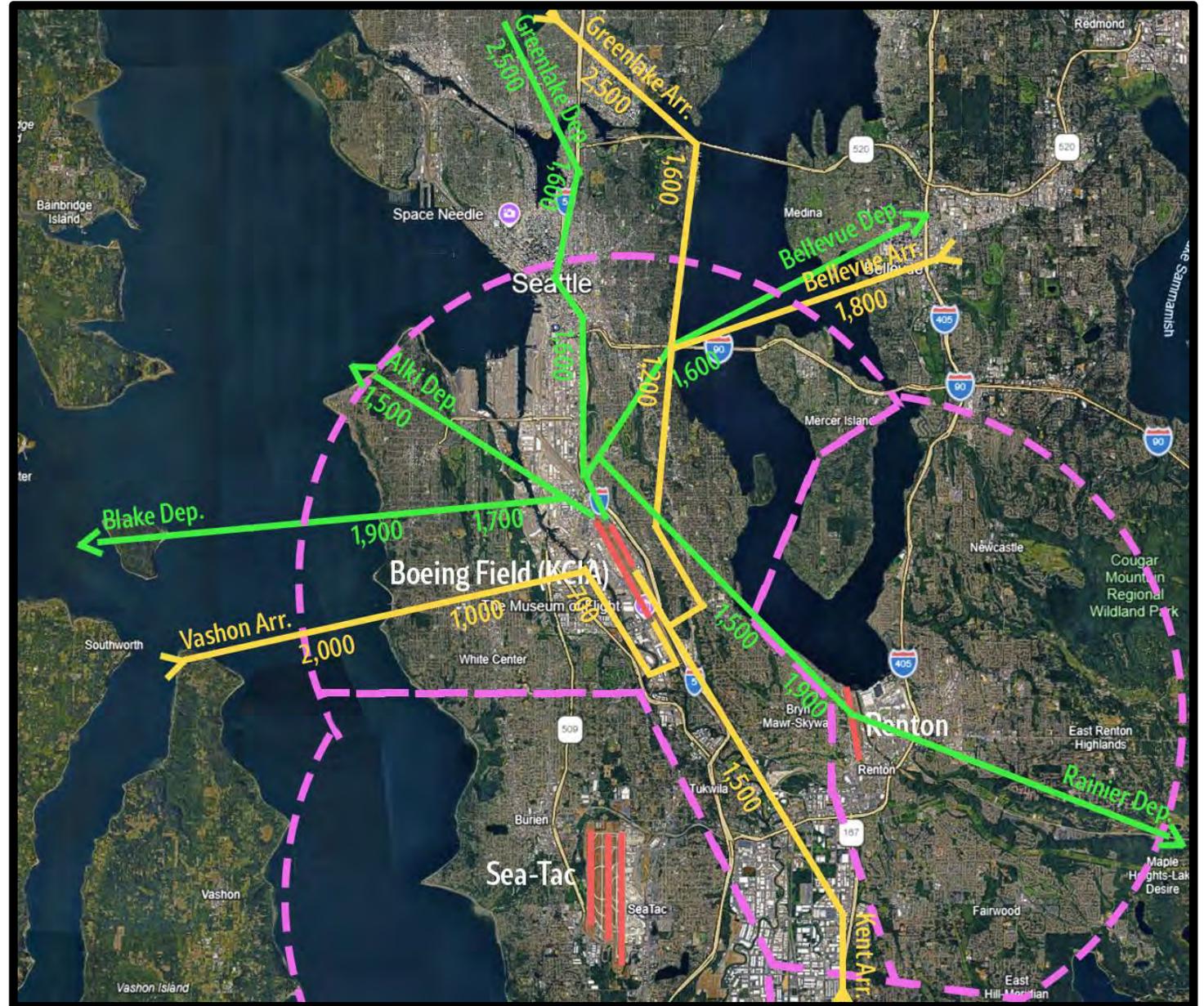
- Altitudes under Class-B to deconflict with SEA
- Does not enter RNT or SEA air traffic control tower areas (Class-D)
- Avoids Elliott Bay to deconflict with BFI instrument approach



Current VFR arrival and departure procedures

North flow

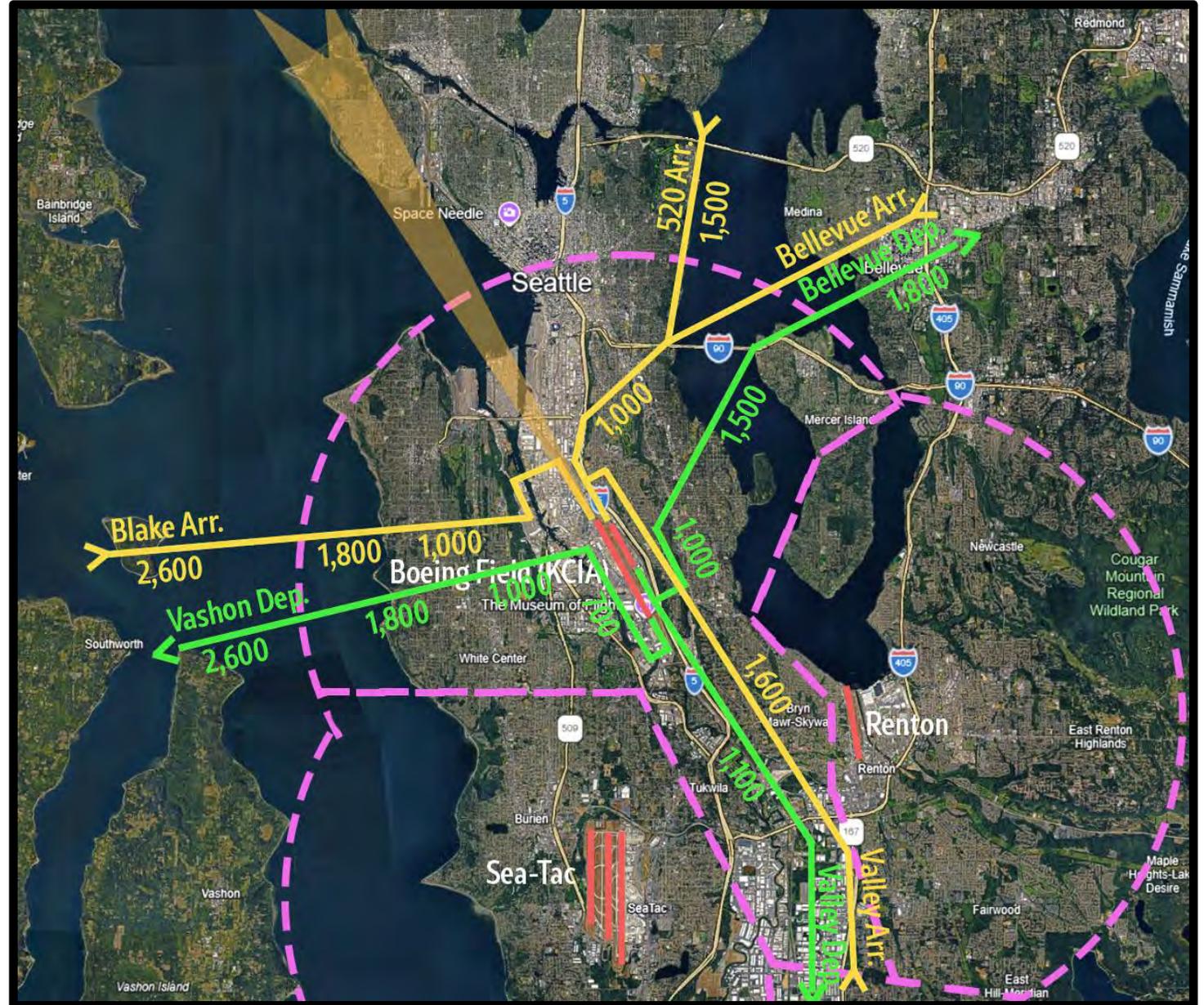
- Altitudes under Class-B to deconflict with SEA
- Does not enter RNT or SEA air traffic control tower areas (Class-D)
- Avoids Elliott Bay to deconflict with BFI jet departures



REVISED VFR arrival and departure procedures

South flow

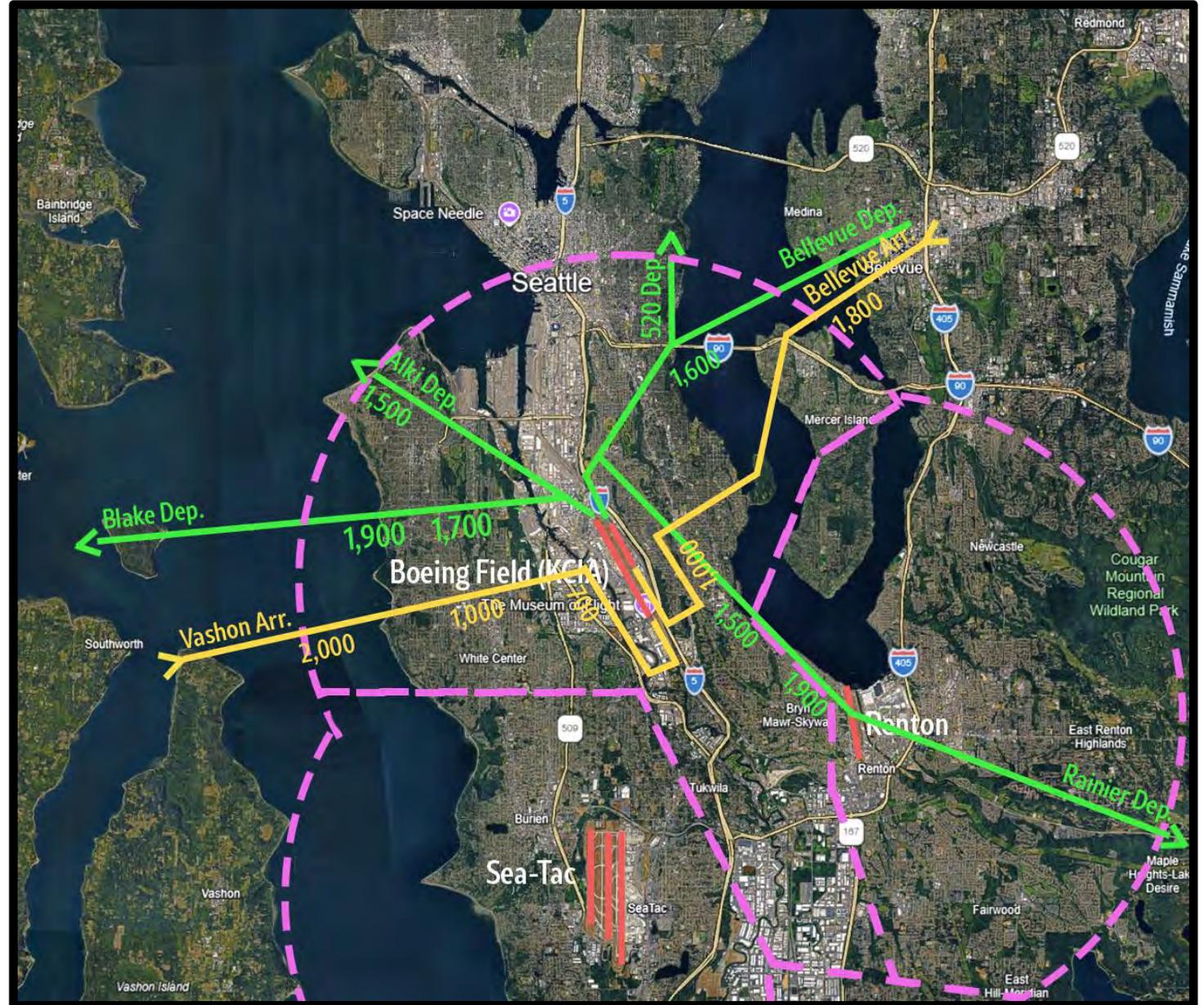
- Altitudes under Class-B to deconflict with SEA
- Does not enter RNT or SEA air traffic control tower areas (Class-D)
- Avoids Elliott Bay to deconflict with BFI instrument approach



REVISED VFR arrival and departure procedures

North flow

- Altitudes under Class-B to deconflict with SEA
- Avoids Elliott Bay to deconflict with BFI jet departures



Boeing Field (KBFI)
VFR Arrival/Departure
Procedures
March 3, 2026

KBFI VFR Departure Procedures Overview

South Flow: Runways 14L and 14R

South Flow: Runways 14L and 14R		
NAME	RUNWAY	DESCRIPTION
Bellevue	14L/R	<ul style="list-style-type: none"> • Make a left downwind departure until midfield, then turn right to overfly the I-90 bridge at Mercer Island. • Fly northeast toward the north tip of Mercer Island and exit the KBFI Class D airspace toward Bellevue. • Maintain at or below 1500 MSL until clear of the KBFI Class D.
Vashon	14R	<ul style="list-style-type: none"> • Depart full length RWY 14R and fly straight out until reaching 700 MSL. • Make a continuous right turn to the downwind to remain over or inside of the Duwamish River. • Maintain at or below 700 MSL until turning west. • After passing the South Park Bridge and white Boeing tent hangers, make a left turn westbound toward the north tip of Vashon Island and begin a climb. • Remain below the KSEA Class B airspace. • Pass south of Lincoln Park westbound.
Valley	14L/R	<ul style="list-style-type: none"> • Fly straight out until 1 NM off the departure end of the runway. • Continue southeast until over the Southcenter Mall then southbound until clear of the KBFI Class D. • Maintain at or below 1100 MSL until clear of the KBFI Class D.

KBFI VFR Departure Procedures Overview

North Flow: Runways 32L and 32R

Runways 32L and 32R		
NAME	RUNWAY	DESCRIPTION
Alki	32 L/R	<ul style="list-style-type: none"> • Make a left crosswind departure (as directed by ATC) northwest bound to Alki Beach. • Cross Alki Beach at or below 1500 ft MSL.
Blake	32 L/R	<ul style="list-style-type: none"> • Make a left crosswind departure (as directed by ATC) westbound toward Blake Island. • Remain at or below 1700 MSL until the ridgeline. • Continue toward Blake Island and cross the shoreline at or below 1900 MSL.
Bellevue	32 L/R	<ul style="list-style-type: none"> • Depart runway and, when able, turn northeast to overfly Mt. Baker tunnel (I-90 bridge and western shoreline of Lake Washington) at 1600 MSL. • Once north of I-90 bridge, fly toward the north side of downtown Bellevue, then on course.
520	32 L/R	<ul style="list-style-type: none"> • Make a right crosswind departure (as directed by ATC) eastbound to fly over I-90 at the western shoreline of Lake Washington (Mount Baker Tunnel), then proceed on course. • Do not overfly the VA Hospital.
Rainier Beach Transition	32 L/R	<ul style="list-style-type: none"> • Make a right downwind departure to overtly Rainier Beach at or below 1500 MSL. • Expect frequency change to KRNT Tower. • At Rainier Beach: If transitioning KRNT Class D, continue climb to at or below 1900 MSL to cross KRNT airport at midfield. • Continue present heading to SR-169 toward Cedar Hills Landfill until clear of KRNT Class D.

KBFI VFR Arrival Procedures Overview

South Flow: Runways 14L and 14R

Runways 14L and 14R		
NAME	RUNWAY	DESCRIPTION
Bellevue	14 L/R	<ul style="list-style-type: none"> • Contact BFI Tower north of downtown Bellevue. • Fly toward the entrance of the Mt. Baker tunnel (where I-90 bridge meets the western shoreline of Lake Washington). • Cross Mt. Baker at 1100 MSL and enter left base.
Blake	14 L/R	<ul style="list-style-type: none"> • Contact BFI Tower over Blake Island. • Fly eastbound to pass over the north side of Lincoln Park. • Report the water tower. • If no ATC instructions are received, make a left turn and follow the ridgeline north to join the right downwind.
520	14 L/R	<ul style="list-style-type: none"> • Contact BFI Tower over the 520 Floating Bridge. • Fly over Interstate I-90 at the western shoreline of Lake Washington (Mount Baker Tunnel), then make a modified straight-in for RWY 14L or 14R. • Do not overfly the VA Hospital.
Valley	14 L/R	<ul style="list-style-type: none"> • Contact BFI Tower over Kent. • Fly northbound along State Route 167 until abeam Valley Medical Center / IKEA at or below 1600 MSL. • Fly over the east side of Tukwila Family Fun Center to enter the left downwind.

KBFI VFR Arrival Procedures Overview

North Flow: Runways 32L and 32R

Runways 32L and 32R		
NAME	RUNWAY	DESCRIPTION
Bellevue	32 L/R	<ul style="list-style-type: none"> • Contact KBFI Tower over downtown Bellevue. • From downtown Bellevue, fly to the north tip of Mercer Island, then direct Seward Park to enter the right downwind.
Vashon	32 L/R	<ul style="list-style-type: none"> • Contact KBFI Tower over north Vashon Island. • Fly eastbound (approximate ground track 080°) toward midfield KBFI. • After crossing the shoreline, descend to at or below 1000 feet. • Enter the left downwind at 700 MSL over or east of the Duwamish River. • Maintain at or below 700 MSL until turning base.

KBFI VFR Departure Procedures

South Flow: Runways 14 L/R

Bellevue Departure

Expect Runway 14L		
Bellevue	14 L/R	<ul style="list-style-type: none"> Make a left downwind departure until midfield, then turn right to overfly the I-90 bridge at Mercer Island. Fly northeast toward the north tip of Mercer Island and exit the KBFI Class D airspace toward Bellevue. Maintain at or below 1500 MSL until clear of the KBFI Class D.

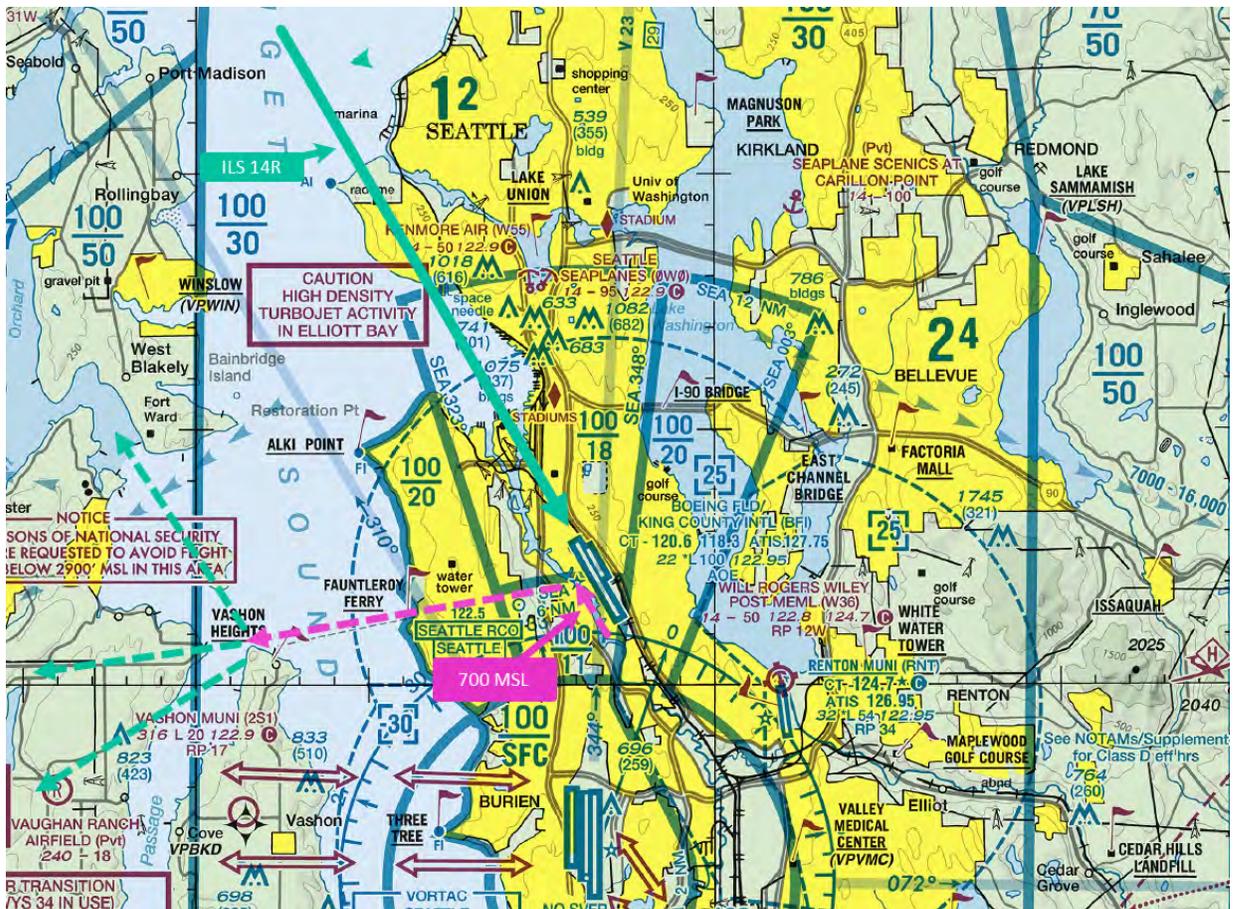


KBFI VFR Departure Procedures

South Flow: Runways 14 L/R

Vashon Departure

Expect Runway 14R		
Vashon	14R	<ul style="list-style-type: none"> Depart full length RWY 14R and fly straight out until reaching 700 MSL. Make a continuous level right turn to the downwind to remain over or inside of the Duwamish River. Maintain at or below 700 MSL until turning west. After passing the South Park Bridge and white Boeing tent hangers, make a left turn westbound toward the north tip of Vashon Island and begin a climb remaining below the KSEA Class B airspace. Pass south of Lincoln Park westbound.



KBFI VFR Departure Procedures

South Flow: Runways 14 L/R

Valley Departure

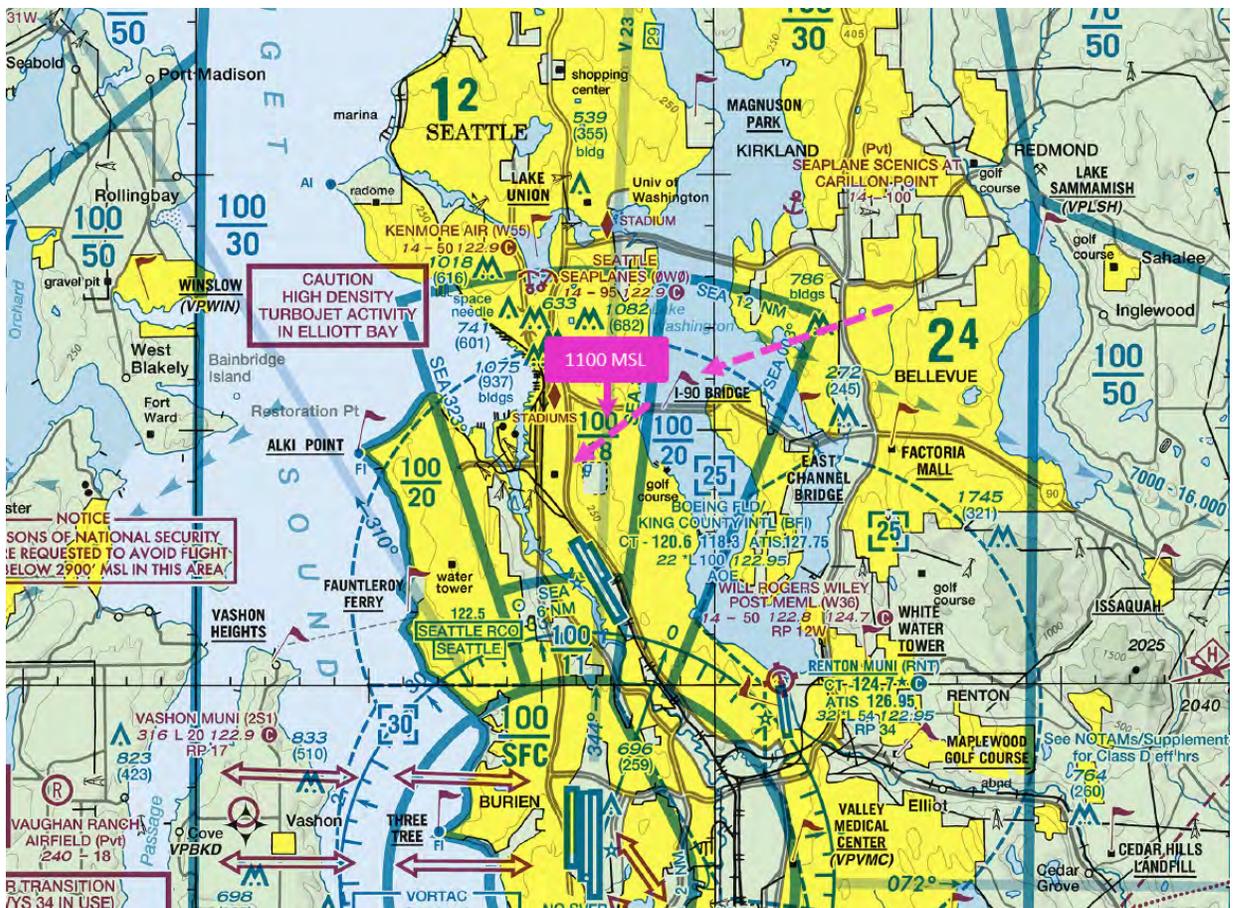
Runways 14L and 14R		
Valley	14 L/R	<ul style="list-style-type: none"> Fly straight out until 1 NM off the departure end of the runway. Continue southeast until over the Southcenter Mall then southbound until clear of the KBFI Class D. Maintain at or below 1100 MSL until clear of the KBFI Class D.



KBFI VFR Arrival Procedures South Flow: Runways 14 L/R

Bellevue Arrival

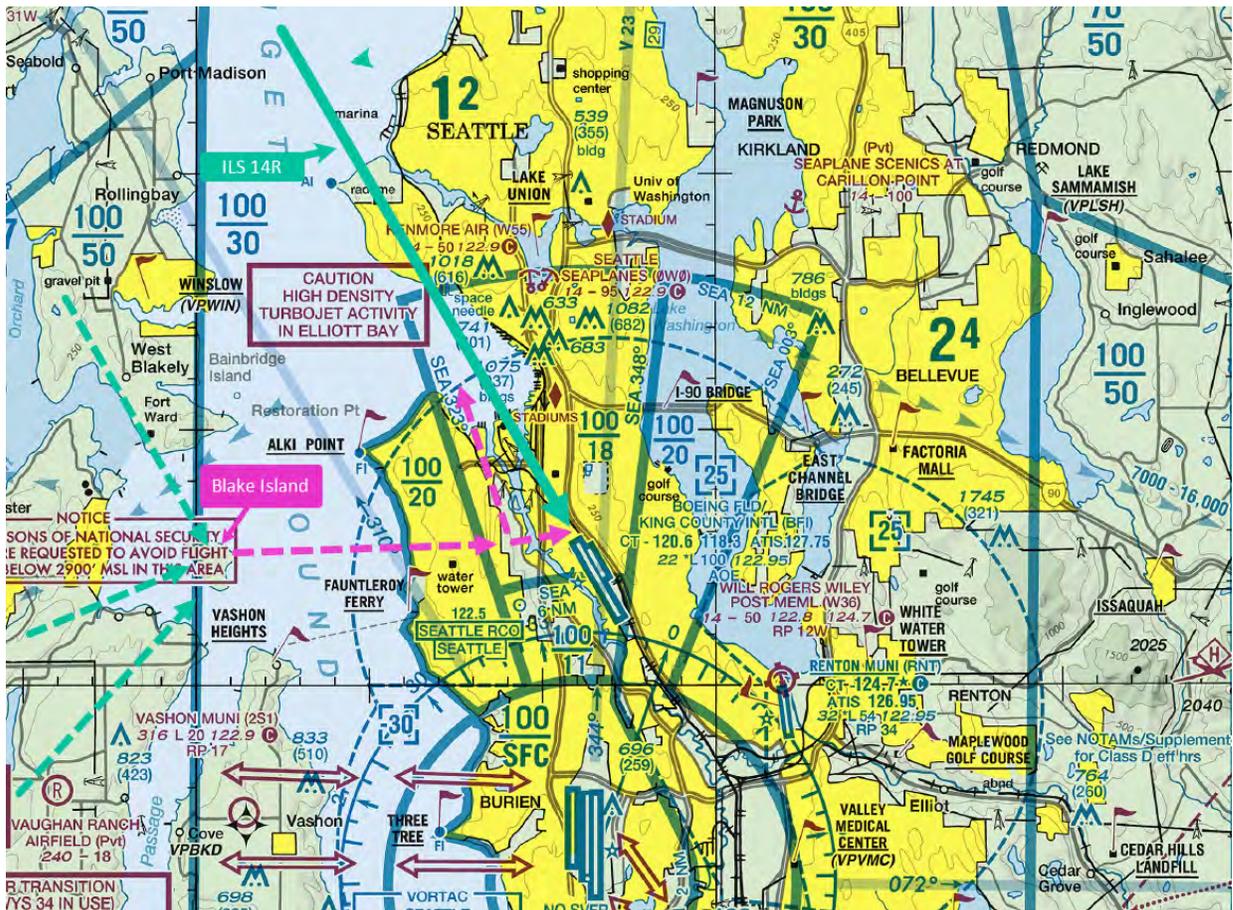
Expect Runway 14L		
NAME	RUNWAY	DESCRIPTION
Bellevue	14 L/R	<ul style="list-style-type: none"> Contact BFI Tower north of downtown Bellevue. Fly toward the entrance of the Mt. Baker tunnel (where I-90 bridge meets the western shoreline of Lake Washington). Cross Mt. Baker at 1100 MSL and enter left base.



KBFI VFR Arrival Procedures South Flow: Runways 14 L/R)

Blake Arrival

Expect Runway 14R		
NAME	RUNWAY	DESCRIPTION
Blake	14 R/L	<ul style="list-style-type: none"> • Contact BFI Tower over Blake Island. • Fly eastbound to pass over the north side of Lincoln Park below the KSEA Class B. • Report the water tower. • If no ATC instructions are received, make a left turn and follow the ridgeline north to join the right downwind.



KBFI VFR Arrival Procedures South Flow: Runways 14 L/R

Valley Arrival

Expect Runway 14L		
NAME	RUNWAY	DESCRIPTION
Valley	14L	<ul style="list-style-type: none"> • Contact KBFI Tower over Kent. Fly northbound along State Route 167 until abeam Valley Medical Center / IKEA at or below 1600 MSL. • Fly over the east side of Tukwila Family Fun Center to enter the left downwind at 1000 MSL.



KBFI VFR Arrival Procedures South Flow: Runways 14 L/R

520 Arrival

Expect Runway 14L		
NAME	RUNWAY	DESCRIPTION
520	14 L/R	<ul style="list-style-type: none"> • Contact BFI Tower over the 520 Floating Bridge. • Fly over Interstate I-90 at the western shoreline of Lake Washington (Mount Baker Tunnel), then make a modified straight-in for RWY 14L or 14R. • Do not overfly the VA Hospital.

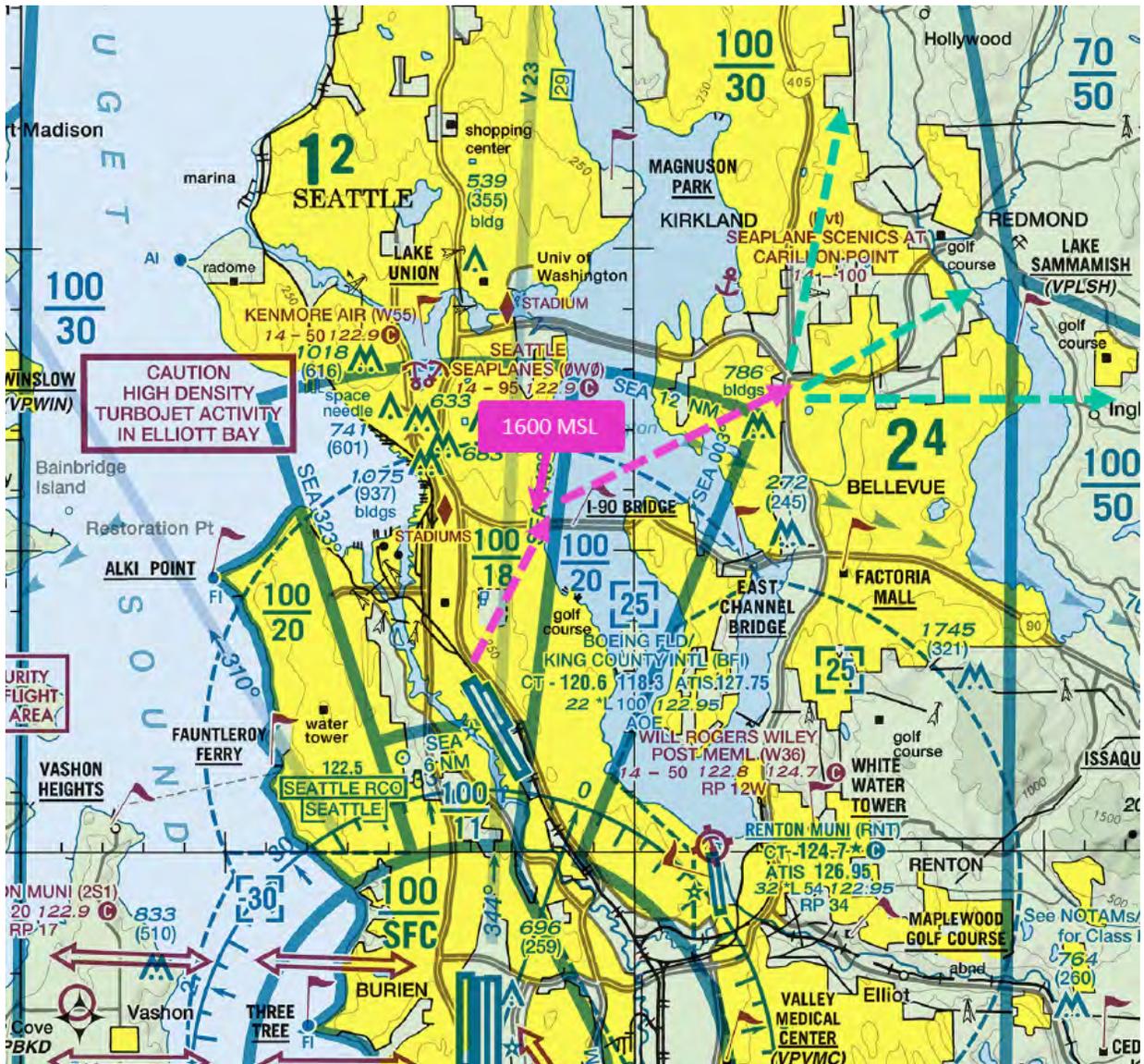


KBFI VFR Departure Procedures

North Flow: Runways 32 L/R in use

Bellevue Departure

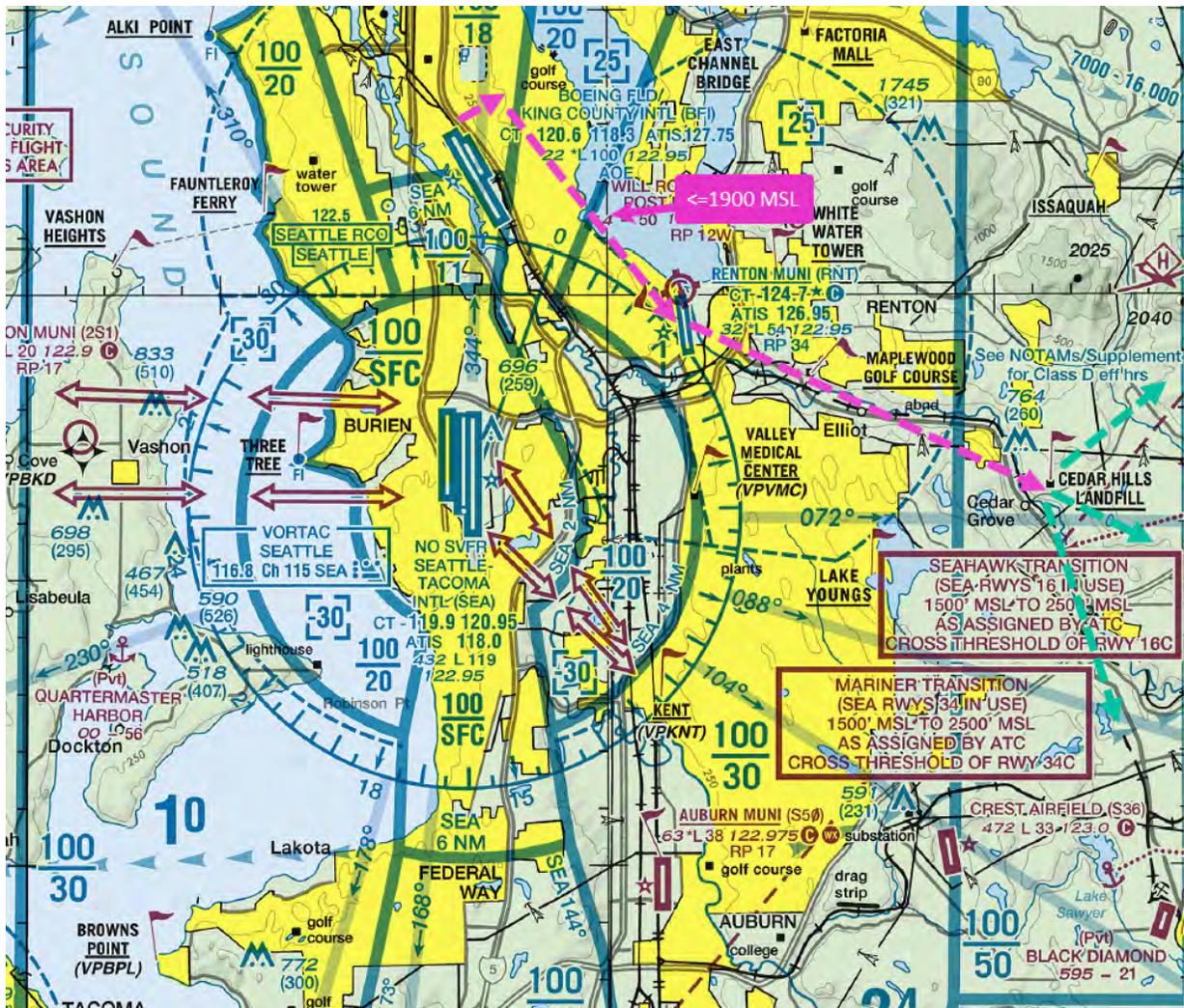
Expect Runway 32R		
NAME	RUNWAY	DESCRIPTION
Bellevue	32 L/R	<ul style="list-style-type: none"> Depart runway and, when able, turn northeast to overfly Mt. Baker tunnel (I-90 bridge and western shoreline of Lake Washington) at 1600 MSL. Once north of I-90 bridge, fly toward the north side of downtown Bellevue, then on course.



KBFI VFR Departure Procedures North Flow (Runways 32 in use)

Rainier Beach Transition

Expect Runway 32R		
NAME	RUNWAY	DESCRIPTION
Rainier Beach Transition	32 R/L	<ul style="list-style-type: none"> • Make a right downwind departure to overtly Rainier Beach at or below 1500 MSL. • At Rainier Beach, if transitioning KRNT Class D, continue climb to at or below 1900 MSL direct to cross KRNT airport at midfield. • Continue present heading to SR-169 toward Cedar Hills Landfill until clear of KRNT Class D.



KBFI VFR Departure Procedures

North Flow:

Runways 32 L/R in use

Alki Departure

Expect Runway 32L		
NAME	RUNWAY	DESCRIPTION
Alki	32 L/R	<ul style="list-style-type: none"> Make a left crosswind departure (as directed by ATC) northwest bound to Alki Beach. Cross Alki Beach at or below 1500 ft MSL.



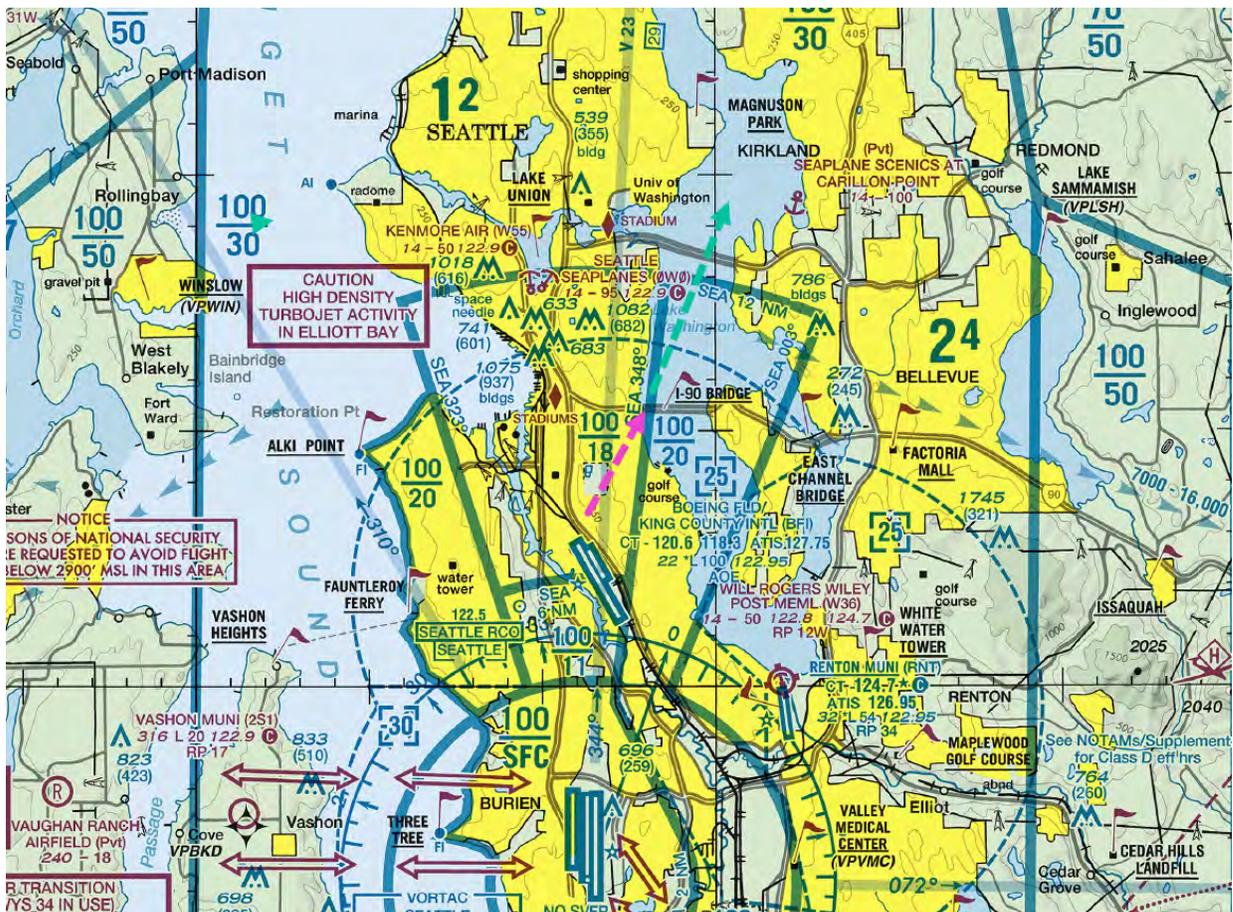
KBFI VFR Departure Procedures

North Flow

(Runways 32 in use)

520 Departure

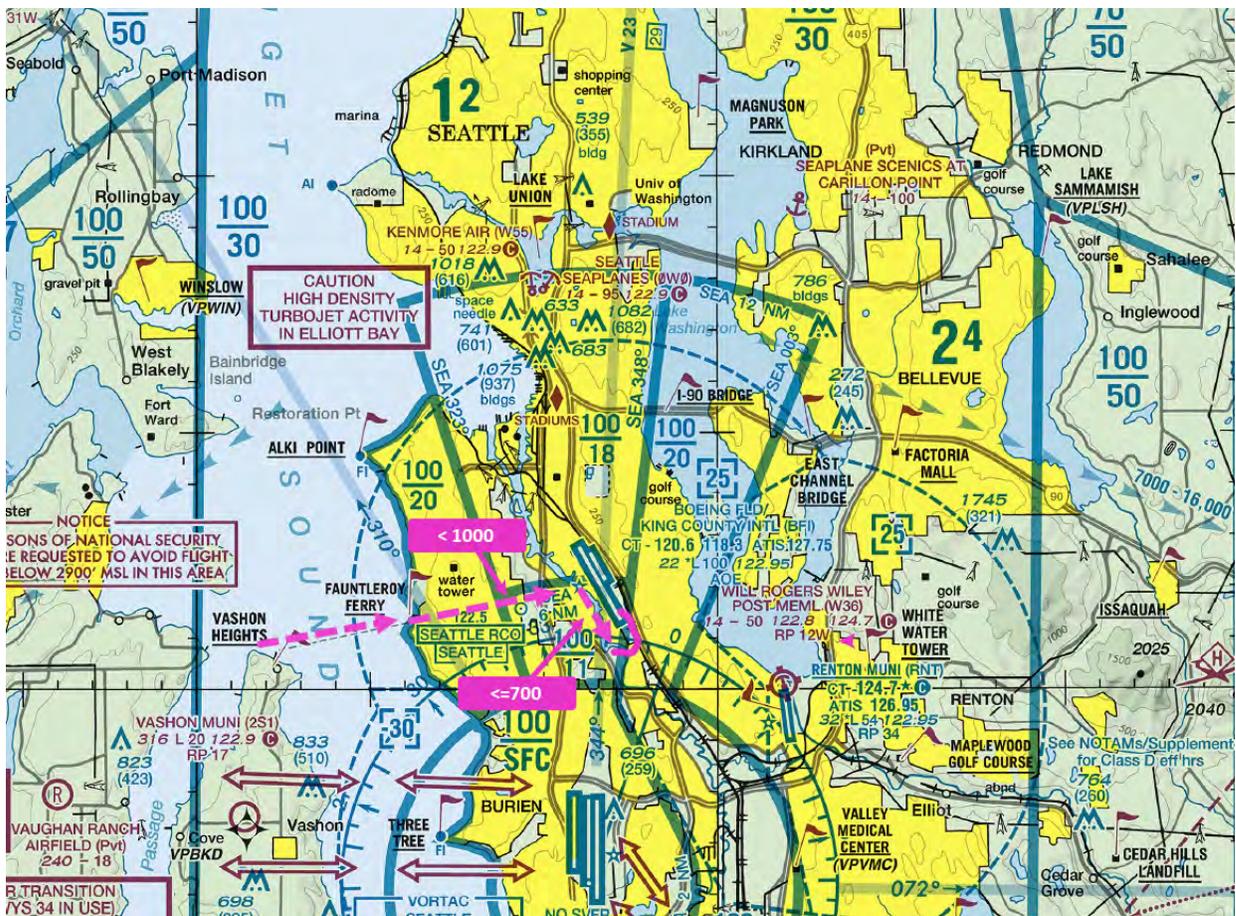
Expect Runway 32R		
NAME	RUNWAY	DESCRIPTION
520	32 L/R	<ul style="list-style-type: none"> Make a right crosswind departure (as directed by ATC) eastbound to fly over I-90 at the western shoreline of Lake Washington (Mount Baker Tunnel), then proceed on course. Do not overfly the VA Hospital.



KBFI VFR Arrival Procedures North Flow (Runways 32 in use)

Vashon Arrival

Expect Runway 32R		
NAME	RUNWAY	DESCRIPTION
Vashon	32L	<ul style="list-style-type: none"> • Contact BFI Tower over north Vashon Island. • Fly eastbound (approximate ground track 080°) toward midfield KBFI. • After crossing the shoreline descend to at or below 1,000 feet. • Enter the left downwind over or east of the Duwamish River • Maintain at or below 700 MSL.



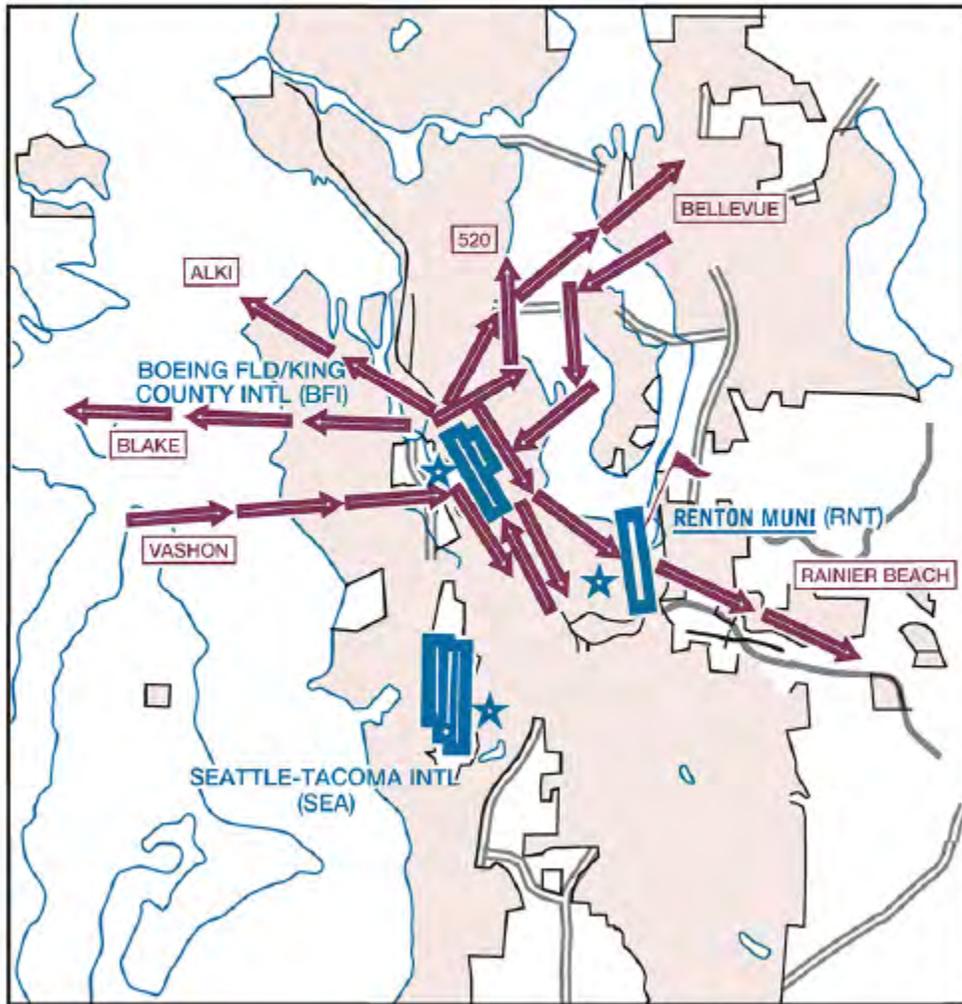
KBFI VFR Arrival Procedures North Flow (Runways 32 in use)

Bellevue Arrival

Expect Runway 32R		
NAME	RUNWAY	DESCRIPTION
Bellevue	32R	<ul style="list-style-type: none"> • Contact BFI Tower over downtown Bellevue. • From downtown Bellevue, fly to the north tip of Mercer Island, then direct Seward Park to enter the right downwind.



BOEING FLD/KING COUNTY INTL VFR TRANSITION ROUTES



NORTH ARRIVALS

BELLEVUE

Contact BFI Tower over downtown Bellevue.

From downtown Bellevue, fly to the north tip of Mercer Island then direct Seward Park to enter the right downwind.

VASHON

Contact BFI Tower over north Vashon Island.

Fly eastbound (approximate ground track 080°) toward midfield KBFI.

After crossing the shoreline, descend to AOB 1,000 feet.

Enter the left downwind over or east of the Duwamish River, maintain AOB 700' MSL.

NORTH DEPARTURES

ALKI

Make a left crosswind departure (as directed by ATC) northwest bound to Alki Beach. Cross Alki Beach AOB 1500' MSL.

BELLEVUE

Depart runway and, when able, turn northeast bound to overfly Mt. Baker (I-90 bridge and western shoreline of Lake Washington) at 1600' MSL.

Once north of I-90 bridge, fly toward the north side of downtown Bellevue, then on course.

BLAKE

Make a left crosswind departure (as directed by ATC) westbound toward Blake Island, remain AOB 1700' MSL until the ridgeline.

Continue toward Blake Island and cross the shoreline AOB 1900' MSL.

RAINIER BEACH TRANSITION

Make a right downwind departure to overfly Rainier Beach AOB 1,500' MSL.

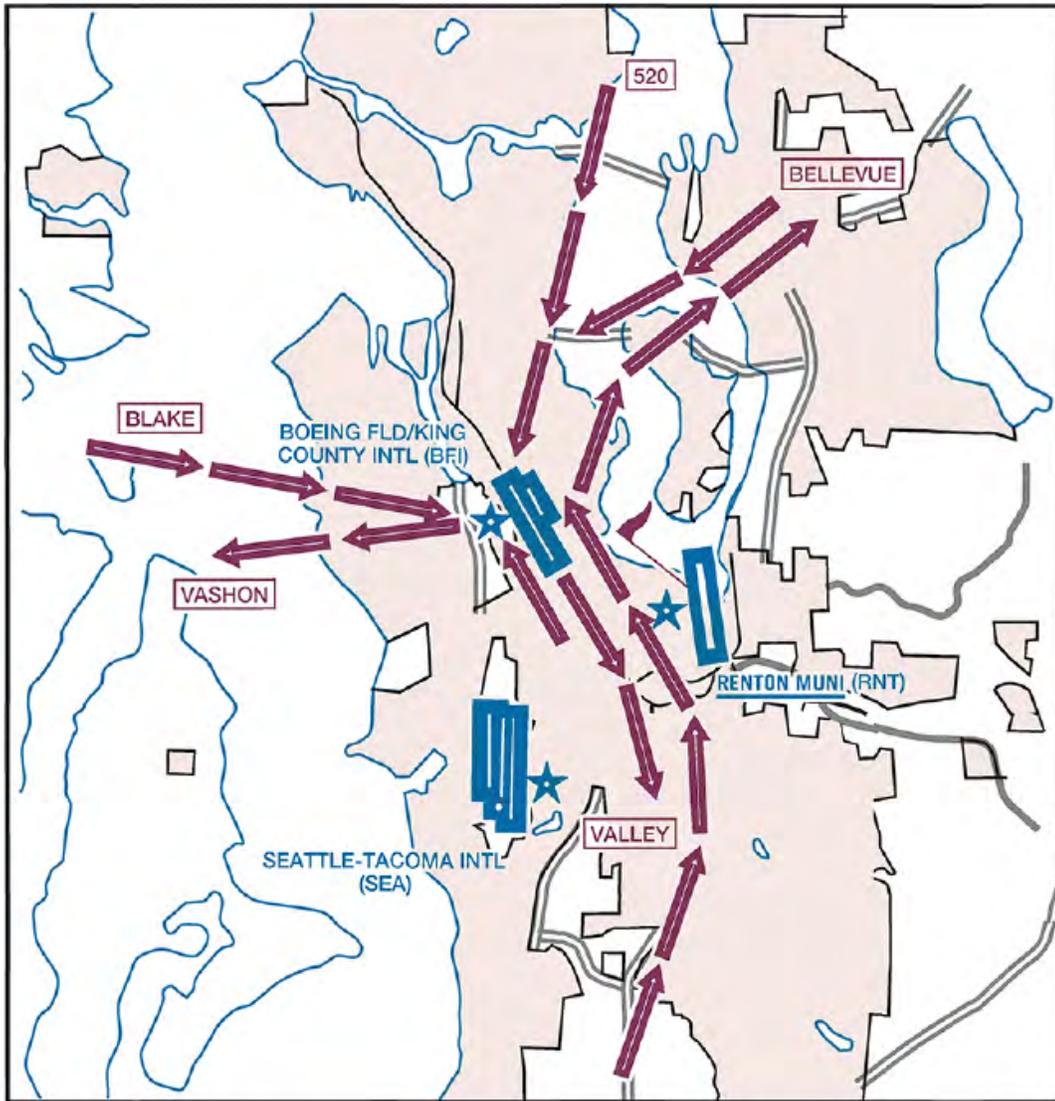
At Rainier Beach: If transitioning KRNT Class D, continue climb to AOB 1900' MSL direct to cross KRNT airport at midfield. Continue present heading to SR-169 toward Cedar Hills Landfill until clear of KRNT Class D.

520

Make a right crosswind departure (as directed by ATC) east bound to fly over I-90 at the western shoreline of Lake Washington (Mount Baker Tunnel) then proceed on course.

Do not overfly the VA Hospital.

Use caution for high float plane activity AOB 1 500' MSL over Lake Washington.



SOUTH DEPARTURES

BELLEVUE

Make a left downwind departure until midfield then turn right and overfly the I-90 bridge at Mercer Island.

Fly northeast bound toward the north tip of Mercer Island and exit the KBFI Class D airspace toward Bellevue.

Maintain at or below (AOB) 1500' MSL until clear of the KBFI Class D.

VASHON

Depart full-length RWY 14R and fly straight out until reaching 700' MSL.

Make a continuous right turn to the downwind to remain over or inside of the Duwamish River. Maintain AOB 700' MSL until turning westbound.

After passing the South Park Bridge and white Boeing tent hangers, make a left turn westbound toward the north tip of Vashon Island and begin a climb to remain below the KSEA Class B airspace. Pass south of Lincoln Park westbound.

VALLEY

Fly straight out until 1 NM off the departure end of the runway.

Continue southeast until over the South Center Mall then southbound until clear of the KBFI Class D.

Maintain AOB 1100' MSL until clear of the KBFI Class D.

SOUTH ARRIVALS

520

Contact BFI Tower over the 520 Floating Bridge. Fly over Interstate I-90 at the western shoreline of Lake Washington (Mount Baker Tunnel) then make a modified straight-in for RWY 14L or 14R.

Do not overfly the VA Hospital.

BELLEVUE

Contact BFI Tower north of downtown Bellevue.

Fly toward Mt. Baker (where I-90 bridge meets western shoreline).

Cross Mt. Baker at 1100' MSL, enter left base.

BLAKE

Contact BFI Tower over Blake Island.

Fly eastbound to pass over the north end of Lincoln Park. Report the water tower.

If no ATC instructions are received, make a left turn and follow the ridge line north to join the right downwind.

VALLEY

Contact BFI Tower over Kent. Fly northbound along State Route (SR)-167 until abeam Valley Medical Center/IKEA AOB 1600' MSL.

Fly over the east side of Tukwila Family Fun Center to enter the left downwind.



- CURRENT ENTRY ROUTE
- OLD 13TH AVENUE SOUTH ENTRY
- PREVIOUSLY NEGOTIATED ENTRY
- ENTRY REALIGNMENT PROPOSAL
- STEAM PLANT PROPERTY

Seattle Composite Squadron, Civil Air...
FORMER FLIGHT SERVICES

FORMER LOOP

BOEING LEASES KCIA/SCL

WAREHOUSE 2

SHED

WAREHOUSE 1

FORMER AIR GUARD

GEORGETOWN STEAM PLANT

S Warsaw St

Ellis Ave S

S Willow St

S Willow St

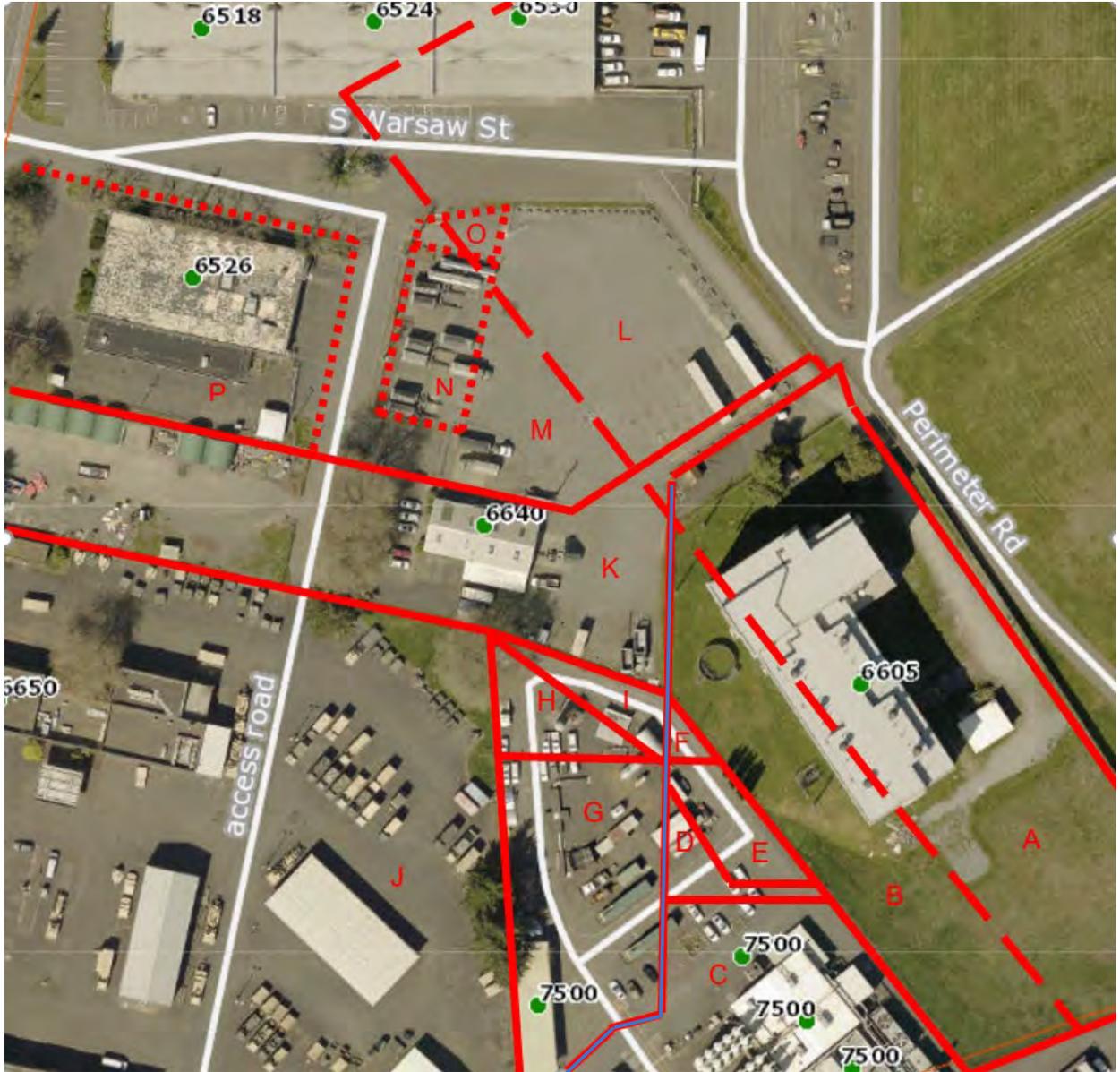
S Willow St

S Willow St

Perimeter Rd



King County Assessors Office, King County GIS Center, EagleView Technologies, Inc., King County, King County, King County Assessors Office, King County GIS Center, 9066





Airport Roundtable Advisory Committee Member Packet

March 2026, Version 1

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Background

This member packet or handbook is intended to be a resource for King County International Airport Advisory Roundtable (Roundtable) members. It provides easy access to the Roundtable governing documents, information about the Open Meeting Act rules that the Roundtable must follow, the meeting process that the Roundtable members follow, a directory with contact information for Airport leadership, staff and current Roundtable members, roles and responsibilities, and instructions for how to access the King County email inbox that all Roundtable members are encouraged to use.

This handbook is updated periodically depending on policy, member and/or rule changes that need to be reflected in this document.

Governing Documents

Ordinance 12785

The Roundtable was established by King County Ordinance 12785 on June 26, 1997. (See Appendix A). The scope and charge of the Roundtable as described in the ordinance is to “advise and make recommendations to airport management, county executive and county council on the airport budget, programs, regulations, master plans, and noise reduction strategies and other related matters.” While the ordinance established the Roundtable, set guidelines for membership and outlined its purpose, it largely left the task of detailing how the Roundtable would do its work to the Roundtable itself, by requiring Roundtable members to draft governing bylaws.

King County International Airport Advisory Roundtable Bylaws

As stipulated in Ordinance 12785, the Roundtable members agreed on governing bylaws at their October 29, 1997 meeting. These bylaws, included as Appendix B, cover:

- The purpose of the Roundtable
- The makeup and membership of the Roundtable
- Roundtable officers, officer terms, and election and removal procedures
- Meeting frequency, quorum definition and the role of Airport staff
- Decision-making process
- The establishment and function of committees

- The ethics code
- The process for amending the bylaws

Auditor's Report

In December 2023, the King County Auditor released a report called *King County Airport: Accountability and Transparency Could Strengthen Community Engagement* (See Appendix C). This report is not a governing document for the Roundtable, but it did make several recommendations about how the Airport and the Roundtable could work together to improve transparency and strengthen community engagement, including:

- **Recommendation 9:** KCIA leadership should work with the Airport Advisory Roundtable to develop, document, and implement a formal process ensuring Roundtable recommendations are proposed to and considered by KCIA leadership.
- **Recommendation 10:** KCIA leadership should work with the Airport Advisory Roundtable to identify and use an external third-party to facilitate Roundtable meetings.

General Information

Airport Advisory Roundtable Committee

The Airport Advisory Roundtable is an advisory committee that makes recommendations to the airport's administrators, the King County Executive, and the King County Council. Its membership includes representatives of aviation-related businesses and communities interested in airport issues.

The Roundtable meets on the second Monday of each month. Meetings start at 5:00 pm and last between 90 minutes and two hours. Meetings are held in-person at the airport terminal as well as virtually on Zoom. All Roundtable members are encouraged to attend in person when they can and are otherwise welcome to attend virtually.

Meeting Access

In person

Airport Terminal Building, Conference Room 110
7277 Perimeter Rd. S.
Seattle, WA 98108

Virtual

Roundtable members will be sent a calendar invite with a zoom link that will allow them to join the meeting as panelists.

Member Structure

Members: 18 voting, one non-voting (ex-officio)

Term length: Three years, two-term maximum

Composition

- Community representatives (ten seats)
- Cargo operator representative
- Small general aviation representative
- Corporate aviation tenant representative
- Boeing Company representative
- Pilots' Association representative
- Off-site business representative
- Labor representatives (two seats)
- Federal Aviation Administration representative (ex-officio)

Appointment process

- The Airport recruits for vacancies, in alignment with King County Equity and Social Justice Strategic Plan
- King County Executive reviews application
- King County Executive appoints members
- King County Council confirms members

Facilitator

The work of the Roundtable is supported by Airport staff and by a third-party facilitator. The third-party facilitator works with Airport leadership and the Roundtable Chair and Vice-Chair to set the agenda for each meeting, and to facilitate and document discussion and decision-making during the meetings.

Public Comment

While active participation in Roundtable meetings is reserved for Roundtable members, Airport staff, and those invited to share their expertise, members of the public are welcome to share their perspective about Airport-related issues at Roundtable meetings. There are two ways for members of the public to share feedback:

- 1. During the meeting.** A public comment period is included on the agenda each month. Members of the public may provide a comment in person or virtually on Zoom. Comments are limited to three minutes per member of the public.
- 2. By email.** Members of the public can email comment(s) to KCIACCommunityOutreach@kingcounty.gov for inclusion in the meeting packet distributed to Roundtable members and Airport staff. Comments must be received by 8 a.m. seven (7) calendar days prior to the meeting to be included in the packet. Otherwise, comments will be held and put in the packet for the next meeting. Emailed comments received prior to the meeting are read aloud by the Chair during the public comment period.

Open Public Meetings Act

As a government advisory body, the Roundtable is encouraged to follow the dictates of the Washington Open Public Meetings Act (OPMA), codified in Chapter 42.30 RCW (See Appendix D). The OPMA requires that all meetings of governing bodies of public agencies be open to the public. Other requirements include the presence of a quorum or a majority of the Roundtable to conduct official business, and the posting of notices and agendas on the Airport website and at the airport offices at least 24 hours in advance of the meeting.

Roundtable members are required to attend an Open Public Meetings Act hosted by the Airport. When possible, this training will take place during a regularly scheduled Roundtable meeting.

If Roundtable members are unable to attend the scheduled training, they can view the Open Government Training Video (Lesson 3) <https://www.atg.wa.gov/lesson-3-open-public-meetings-act-rcw-4230> and provide written attestation to the Airport that they have completed the training video.

Financial Disclosure

Members of the Roundtable do not have to make their personal finances public. However, anyone serving on a King County board or commission must complete a King County Board of Ethics Financial Disclosure Form on an annual basis. This form does not ask for specific personal financial information, rather it asks four ‘yes’ or ‘no’ questions to identify any possible financial transactions with King County or other possible conflicts of interest.

Rules of Engagement

Agenda setting

In general, the Roundtable Chair and Vice-Chair work with Airport leadership to set the agenda for each monthly meeting. Roundtable members who have a suggestion for an upcoming meeting agenda should reach out to the Roundtable Chair and/or Vice-Chair, who will then bring that topic up for discussion during the monthly agenda setting meeting. Alternatively, Roundtable members can communicate their ideas for agenda items to Airport staff or bring the possible agenda item up during the New Business segment of the monthly meeting.

In-meeting guidelines

During Roundtable meetings, in order to foster respectful, productive, and inclusive dialogue, all participants are expected to follow the guidelines outlined below.

1. Respect all voices
2. Stay on topic and purpose
3. Assume good intent
4. Be constructive and solution-oriented
5. Honor time and process

Decision-making process

Per the Roundtable Bylaws, Roundtable decisions are made by consensus. Generally, the Roundtable follows the process below:

- Roundtable members or the Airport bring up a topic that may require or lead to a recommendation.

- Roundtable members learn about and discuss the issue over one or more meetings.
 - If necessary, the Chair will convene a subcommittee to make a recommendation to the Roundtable.
 - Decision recommendations can also be made by individual Roundtable members.
- Once the Roundtable is ready to make a decision, the Chair will call for a motion.
- A Roundtable member will make a motion.
- The Chair will call for discussion on the motion. During the discussion, the motion may be edited.
 - If the motion is edited, the Chair will again call for a motion to support the amended motion.
- The Chair will ask if anyone seconds the motion.
- Once the motion is made and seconded, the Chair will ask for a vote.
- The facilitator will ask each member to voice their vote.
- If there is consensus, the motion passes.
- If there is no consensus, the Chair can continue discussion with the goal of reaching consensus, or table the motion for a future meeting.

Roundtable and KCIA Leadership Directory

Roundtable members are encouraged to reach out to the Roundtable Chair, Vice-Chair, or Airport staff with questions, concerns, comments, and ideas.

Roundtable members (as of February 2026)

Name	Area Represented	Term Expires	KC email
Ali Lee, Chair	Magnolia/North Seattle	August 31, 2026	BFIRT4@kingcounty.gov
Erik Utter, Vice Chair	Renton/Kent/South King County	August 31, 2028*	BFIRT6@kingcounty.gov
Brian Algiers	Labor (SPEAA)	August 31, 2026	BFIRT11@kingcounty.gov
Dalan Angelo	Rainier Valley	August 31, 2026	BFIRT8@kingcounty.gov
Trip Switzer	At-large	March 31, 2029	TBD
Morgan Kaivo	Cargo (UPS)	August 31, 2027*	BFIRT13@kingcounty.gov
Holly Krejci	Georgetown	August 31, 2027*	BFIRT1@kingcounty.gov
Lisa Krober	Tukwila	August 31, 2027*	BFIRT5@kingcounty.gov
Ed Lutgen	Labor (IAM District 751)	August 31, 2025	BFIRT16@kingcounty.gov
Mark McIntyre	Corporate Aviation	August 31, 2028*	BFIRT14@kingcounty.gov
Ken Moninski	Off-Site Business	August 31, 2027*	BFIRT9@kingcounty.gov
Evan Nelson	Small General Aviation	August 31, 2025*	BFIRT15@kingcounty.gov
Takashi Nelson	FAA (ex-officio)	N/A	



**King County
International Airport/
Boeing Field**

Guido Perla	Unincorporated King County	August 31, 2027*	BFIRT3@kingcounty.gov
Stephen Ratzlaff	Pilots Association	August 31, 2026	BFIRT10@kingcounty.gov
<i>Vacant</i>	West Seattle		
Ryan Tomasich	Boeing Corporation	August 31, 2024*	BFIRT12@kingcounty.gov
Velma Voloria	Beacon Hill	August 31, 2026	BFIRT17@kingcounty.gov
<i>Vacant</i>	South Park		

*Denotes current request for extended term pending approval

KCIA Leadership Staff

Name	Role	Email
John Parrott	Airport Director	Jparrott@kingcounty.gov
David Decoteau	Airport Deputy Director	Ddcoteau@kingcounty.gov
Matt Sykora	Airport Business Manager	Msykora@kingcounty.gov
Troy Chen	Community Engagement Coordinator	Trchen@kingcounty.gov
Nadja Rustempasic	Executive Secretary	Narustempasic@kingcounty.gov

Roles and Responsibilities Matrix

The following table outlines the roles and responsibilities of Roundtable members, the facilitation team, and King County International Airport.

Organization/ Entity	Roles and 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 (Roundtable Bylaws and Operations Rules) • Members serve as the conduit to the organizations or communities they represent, both sharing what they learn from Roundtable meetings to the communities and key parties they represent, and gathering input from those communities and key parties to share with the Airport
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

Email Instructions

Roundtable members are each issued a King County email account upon joining the advisory body. When possible, Roundtable members are encouraged to use this King County email account to conduct Roundtable business. This protects the privacy of Roundtable members in the event of a public records request.

Instructions to access the King County assigned email account are as follows:



King County International Airport/ Boeing Field

- Roundtable members will need to click on the following link to access the sign-in portal: <https://email.kingcounty.gov/owa/auth/logon.aspx>.
- Upon arriving at the King County email account sign-in portal, Roundtable members should enter their full King County assigned board member email account address.
 - King County email account addresses will look something like the following example: ForestComm25@kingcounty.gov
- Roundtable members should enter generic password that is provided.
 - Please note: The password is case-sensitive and must be entered exactly as it is typed in this email every time you sign-in.
- At this point, Roundtable members should change the password to one that is unique and specific to them by clicking on the “Options” icon (it looks like a gear).
- Roundtable members should note that they will not be able to download this account to a mobile device like a Gmail or Comcast account as they must first sign-in to the King County Outlook email portal to access the account.
- Roundtable members who have issues with their email account or password, should contact Airport staff at KCIACommunityOutreach@kingcounty.gov

Appendices

Appendix A: King County Ordinance 12785

Appendix B: King County International Airport Roundtable Bylaws, updated December 8, 2025

Appendix C: December 2023 King County Auditor's Report. *King County Airport: Accountability and Transparency Could Strengthen Community Engagement*

Appendix D: Washington Open Public Meetings Act: Chapter 42.30 RCW

CHRISTOPHER VANCE
PETE VON REICHBAUER
LOUISE MILLER
LARRY GOSSETT
DWIGHT PELZ
MAGGI FIMIA
CYNTHIA SULLIVAN
JANE HAGUE

ROB MCKENNA
BRIAN DERDOWSKI

Larry Phillips
Greg Nickels

June 26, 1997
cjs/tk

Introduced By: _____
Proposed No.: 97-330

ORDINANCE NO. **12785**

AN ORDINANCE establishing an airport roundtable
and adding a new chapter to K.C.C. Title 15.

BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

SECTION 1. Establishment and Composition. The King County Airport

Roundtable (hereinafter called "the roundtable") is hereby established. It shall be comprised of sixteen regular voting members representing the following interests: eight representatives of communities directly affected by the airport, including one each from the Georgetown, Magnolia or North Seattle, Tukwila, Renton/Kent/South King County, Beacon Hill/Rainier Valley, West Seattle, Unincorporated King County and one at-large; four airport tenant representatives, one each from the cargo operator, 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 off-site user or an off-site provider of airport-related services; and two labor representatives. In addition, the Federal Aviation Administration may designate one ex-officio non-voting member.

SECTION 2. Scope and charge. A. The roundtable shall advise and make recommendations to the airport management, county executive and county council on the

1 airport budget, programs, regulations, master plans and noise reduction strategies and other
2 related matters.

3 B. The roundtable shall adopt bylaws and operating rules consistent with this chapter
4 and other applicable county policies by a majority vote of its members.

5 C. If approved by a majority of roundtable members, the roundtable may appoint
6 subcommittees. Subcommittee membership may include representatives who are not regular
7 members of the roundtable. In appointing any subcommittee, the roundtable shall reflect the
8 charge to the subcommittee in the minutes of the meeting at which the decision was made
9 and shall indicate in the minutes whether the subcommittee is intended to be a standing
10 subcommittee or an ad hoc subcommittee for a limited duration.

11 **SECTION 3. Appointment and Terms.** A. Regular members as defined in Section 1
12 of this ordinance shall be appointed by the county executive subject to confirmation by the
13 county council. The executive may appoint non-voting ex-officio members who shall serve
14 at the executive's discretion.

15 B. Members may be reappointed by the executive to serve up to two full consecutive
16 terms, subject to confirmation by the county council.

17 C. Members shall serve a term of three years or until their successor is appointed and
18 confirmed as provided in this chapter. The terms of office shall be staggered consistent with
19 the provisions of K.C.C. chapter 2.28.

20 D. A vacancy shall be filled for the remainder of the term of the vacant position in the
21 manner described in the initial appointment.

22 E. A majority of the committee shall elect one of its members as chair. The term of the
23 chair shall be for one year.

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SECTION 4. Administrative support. The airport division manager shall be responsible for convening, facilitating and providing administrative support to the roundtable.

SECTION 5. Compensation. Members of the roundtable shall serve without compensation.

INTRODUCED AND READ for the first time this 16th day of June, 1997.

PASSED by a vote of 13 to 0 this 30th day of June, 1997.

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

Jane Hogue
Chair

ATTEST:

Carmen
Clerk of the Council

APPROVED this 9 day of July, 1997.
[Signature]
King County Executive

CHRISTOPHER VANCE

Rob McKenna
Dwight Pelz
Maggi Fimia
Larry Phillips
Greg Nickels

May 8, 1997

Introduced By:

KCIArtM:tk

Proposed No.:

97-288

MOTION NO. **10213**

1
2 A MOTION requesting the executive to
3 develop a proposal for a King County
4 International Airport Roundtable.
5

6 WHEREAS, the King County International Airport plays a
7 significant role in the Puget Sound air transportation system
8 for industry, air cargo, avionics, and other general aviation
9 users, and

10 WHEREAS, the King County International Airport is a
11 significant center for family wage jobs in the region, and

12 WHEREAS, King County desires to encourage economic
13 activity at the King County International Airport while also
14 being responsive to citizen's noise and other concerns, and

15 WHEREAS, night-time noise complaints from numerous
16 residential areas surrounding the airport have dramatically
17 increased since early 1995, and

18 WHEREAS, the council passed Motion 9523 in April of 1995
19 and directed the executive to develop an ad-hoc citizens
20 advisory committee to offer advice to the executive and the

1 council in the development and review of a noise monitoring
2 program, and

3 WHEREAS, other airports such as San Francisco
4 International and Paine Field in Snohomish County have
5 created airport/community roundtable groups which include
6 affected residents, airport businesses, airport management
7 and others as appropriate to review and make recommendations
8 on numerous issues surrounding their facilities;

9 NOW, THEREFORE BE IT MOVED by the Council of King
10 County:

11 By July 1, 1997 the executive is requested to bring
12 forward to the council a proposal for an airport/community

1 roundtable group which will advise the county on a wide range
2 of issues related to King County International Airport based
3 on the model contained in attachment I.

4 PASSED by a vote of 13 to 0 this 19th day of
5 May, 1997

6 KING COUNTY COUNCIL
7 KING COUNTY, WASHINGTON

8 Louise Miller
9 VICE Chair

10 ATTEST:

11 Ant Masno
12 ~~AC~~ Clerk of the Council

13 Attachment: King County International Airport Roundtable
14 Proposal

15

Attachment I

10213

King County International Airport Roundtable Proposal

Purpose and Rationale

A broad-based advisory and dispute resolution committee is proposed to provide a forum for Airport management to address issues and solve problems with affected parties and for parties with divergent concerns about the Airport to discuss issues of mutual interest. A broad-based committee is needed to assure that affected parties have opportunity for input and that emphasis on one party's needs is balanced with the needs of other relevant constituencies.

Charge to the Committee

Act as a forum for dispute resolution to advise the Airport management, Executive and Council on Airport budget, programs, regulations, master plans and noise reduction strategies. The Committee would operate pursuant to county policies related to advisory committees and bylaws adopted by the committee itself.

Membership

Fourteen to 17 members, appointed by the Executive and confirmed by the Council, with the following representation:

1. Community - representative of Georgetown
2. Community - representative of Magnolia/North Seattle area
3. Community - representative of South Seattle/Tukwila area
4. Community - representative of Renton/Kent area
5. Community - representative of Beacon Hill or West Seattle
6. Community - at large representative
7. Tenant - representative of cargo operator
8. Tenant - representative of Boeing
9. Tenant - representative of small GA
10. Tenant - representative of corporate client
11. Washington Pilots Association
12. Business - representative of commercial enterprise which is an indirect user of airport services
13. FAA representative
14. Labor representatives
15. One or two other representatives may be deemed necessary

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 18 regular voting members representing the following interest: 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/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, 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 an 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 last regularly scheduled meeting of the year. The Chair and Vice Chair shall assume office upon election.
 - b. Nominations may also be accepted from the floor at the same meeting.
2. **Chair.** The responsibilities of the Chair shall be as follows:
 - 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

Article IV Meetings

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

Article V Committees

1. Subcommittees may be appointed if approved by a majority of members.
2. Subcommittee memberships may include representatives who are not regular members of the Roundtable.
3. In appointing any subcommittee, the meeting minutes shall reflect the charge to the subcommittee, whether the subcommittee is intended to be a standing subcommittee or an ad hoc subcommittee for a limited duration.
4. Subcommittees shall be subject to the same rules as the full Roundtable.

5. Subcommittee recommendations must be ratified by the full Roundtable.
6. All Roundtable members will be notified of all subcommittee meetings and any member may attend any subcommittee.

Article VI Ethics Code

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

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

Article VII Amendments

Amendments to these bylaws shall require a majority vote of Board members.

ADOPTED this 29th day of October, 1997, amended and updated by the Roundtable members in good standing on this day of June 14, 2010. Amended and updated by the Airport Roundtable members in good standing on this 8th day of December 2025.



King County



KING COUNTY AUDITOR'S OFFICE

DECEMBER 12, 2023

King County Airport: Accountability and Transparency Could Strengthen Community Engagement

JUSTIN ANDERSON
NASTASSJA CAMPBELL
ANU SIDHU
BROOKE LEARY

EXECUTIVE SUMMARY

Communities living around King County International Airport (KCIA) are largely Black, Indigenous, and People of Color, underscoring the importance of addressing environmental harms in line with King County's commitment to address racism as a public health crisis. However, KCIA has not documented goals and strategies to address environmental impacts on nearby communities, creating gaps in accountability. While KCIA leaders state an ambitious goal to be a world class green airport, they have not articulated how they will meet this vision, creating risk that they will not achieve their goals and will erode public trust. In addition, KCIA has no formal strategy to incorporate community input into its processes. As a result, community concerns may not be considered or addressed. We recommend that KCIA develop a strategic plan that incorporates goals, objectives, strategies, and performance measures to evaluate progress, and take steps to better incorporate community input into its planning and operations.

Acknowledgment

We would like to thank leaders and staff of the King County International Airport (KCIA), Airport Advisory Roundtable members, and the KCIA Community Coalition for their collaboration during this audit. KCIA management made themselves available to answer questions, responded to document requests efficiently, and directed us to key staff such as the Federal Aviation Administration during the course of this audit. The agency's desire to improve its practices to align with county goals is notable and appreciated. Airport Roundtable members participated in the audit process in a variety of ways including through interviews and survey; we appreciate the time they took to engage with us. The KCIA Community Coalition met with us several times so we could better understand community perspectives and concerns related to airport operations. The coalition's input provided important context to our audit findings and recommendations.

KCIA is taking positive steps to implement equity and environmental considerations into its work. For example, KCIA is implementing a locally targeted internship hiring process, installing electric vehicle charging stations and LED lights on runways, and has provided resources for noise insulation for homes surrounding the airport. KCIA is also pursuing carbon accreditation certification through the Airport Carbon Accreditation program with a goal to be carbon neutral by 2030. KCIA endeavors to be more proactive in its community engagement efforts and, to that end, airport leaders hired a community engagement liaison in 2022. There are several other ways KCIA tries to engage community and its stakeholders, which are detailed in section 3 of this report.

REPORT HIGHLIGHTS

What We Found

King County International Airport (KCIA) lacks a clear strategy to achieve its goal of becoming a world class green airport. Its last strategic plan expired in 2020, and KCIA cannot clearly demonstrate how its efforts align with larger county goals like the King County Strategic Climate Action Plan and the King County Equity and Social Justice Strategic Plan. KCIA leaders indicated that Federal Aviation Administration (FAA) requirements present a financial barrier to environmental and equity activities, but peer airports use strategic plans to advance these goals and, in some instances, are supported by FAA grants. In cases where the FAA is not funding a project, we found that the FAA does not prevent airports from pursuing environmental or equity activities supported and funded by an airport’s respective jurisdictions.

KCIA has a variety of avenues to receive community input that could influence airport projects and operations but has no formal strategy to incorporate community input into its processes. Without a formal strategy, KCIA relies on project-based community engagement where communities may be engaged late in the capital project process. As a result, community concerns may not be considered or be addressed. Lastly, the KCIA Airport Advisory Roundtable, a body of community members and stakeholders intended to advise the airport and elected county leaders, is not performing key functions, consequently limiting community input in KCIA operations.

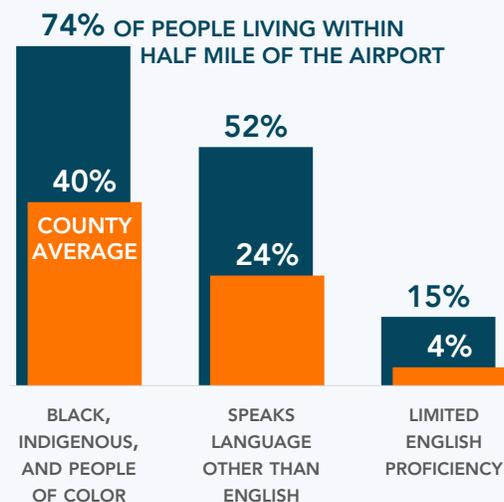
What We Recommend

We recommend that KCIA develop, document, and implement a new strategic plan that includes goals, objectives, strategies, and performance measures that align with county environmental and equity commitments. To close communication gaps, we recommend KCIA have better plans to effectively communicate its environmental and equity strategies and associated data to the surrounding community. We also make recommendations to help ensure KCIA’s Roundtable is meeting its stated goals.

Why This Audit Is Important

Communities living around the airport are largely Black, Indigenous, and People of Color, underscoring the importance of addressing environmental harms in line with the County’s commitment to address racism as a public health crisis. For example, the communities near KCIA have higher rates of poverty and greater racial diversity than King County as a whole. Airport operations have significant environmental impacts that can harm people, including impacts to air and water quality.

Communities living near King County International Airport are more diverse than county average.

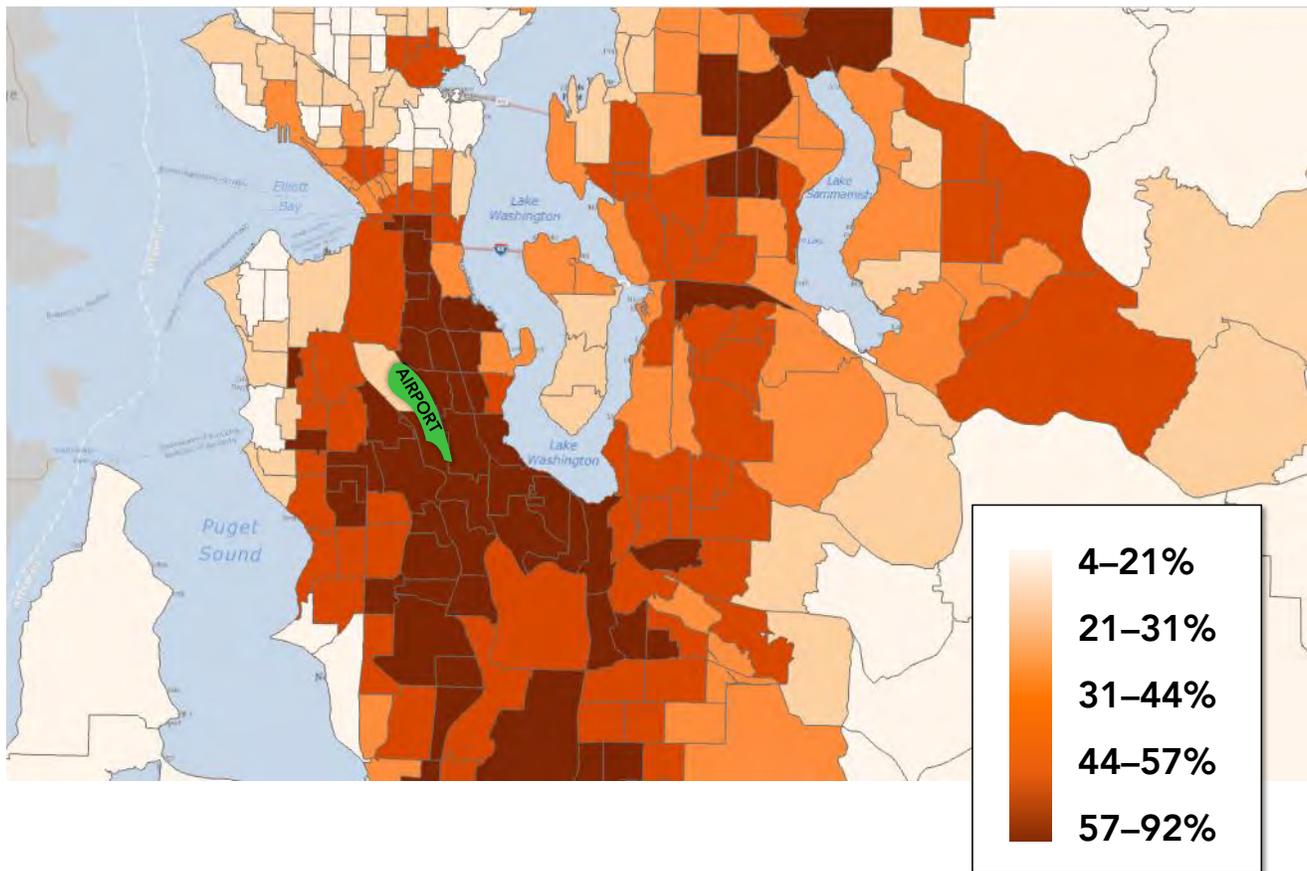


Source: King County Auditor’s Office analysis of American Community Survey data, 2010–2014

Appendix 1: King County Community Demographics

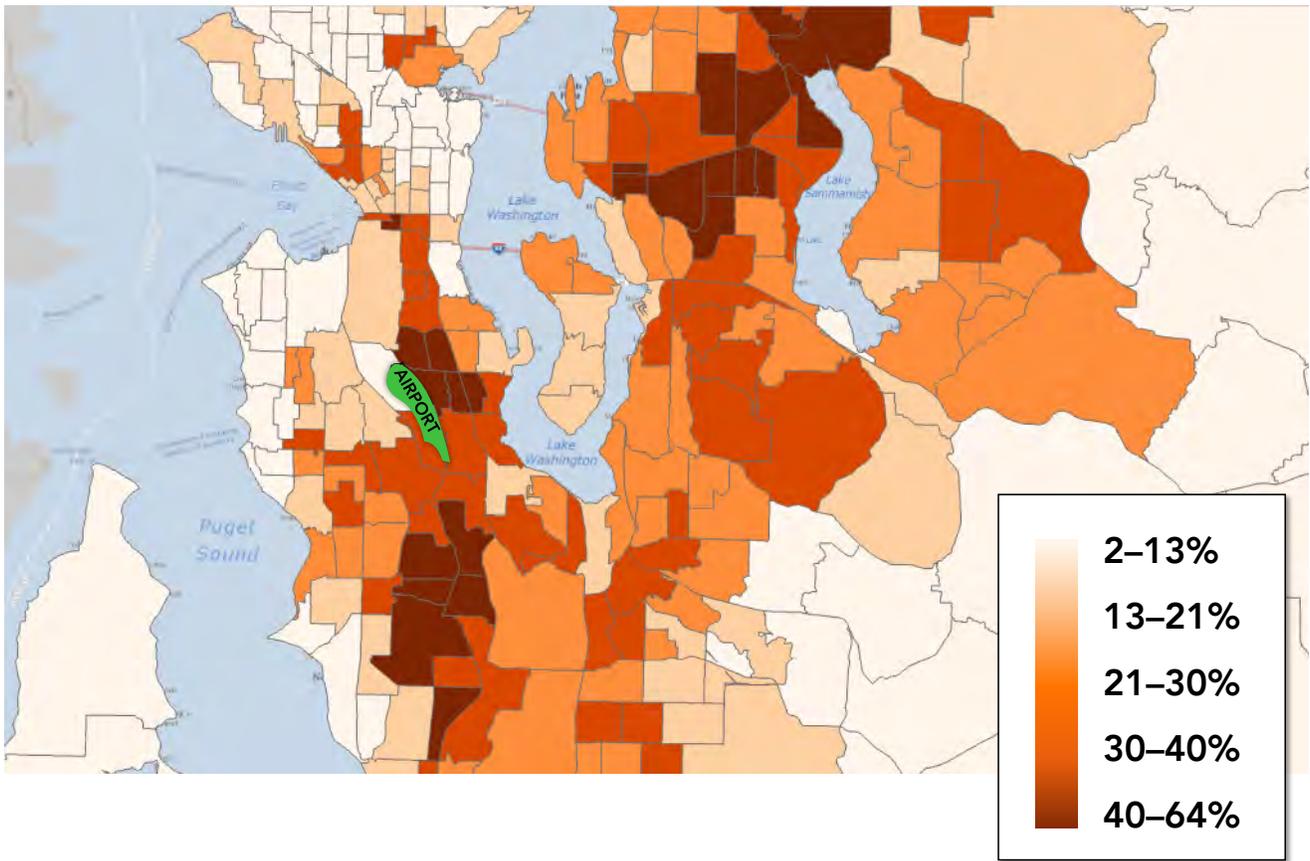
The maps below illustrate demographic characteristics of people who live in King County by census tract, referenced in section 1. Each map shows the location of King County International Airport to highlight the distinction between census tracts near the airport and the rest of the County.

EXHIBIT 1: Percentage of Black, Indigenous, and People of Color living in King County.



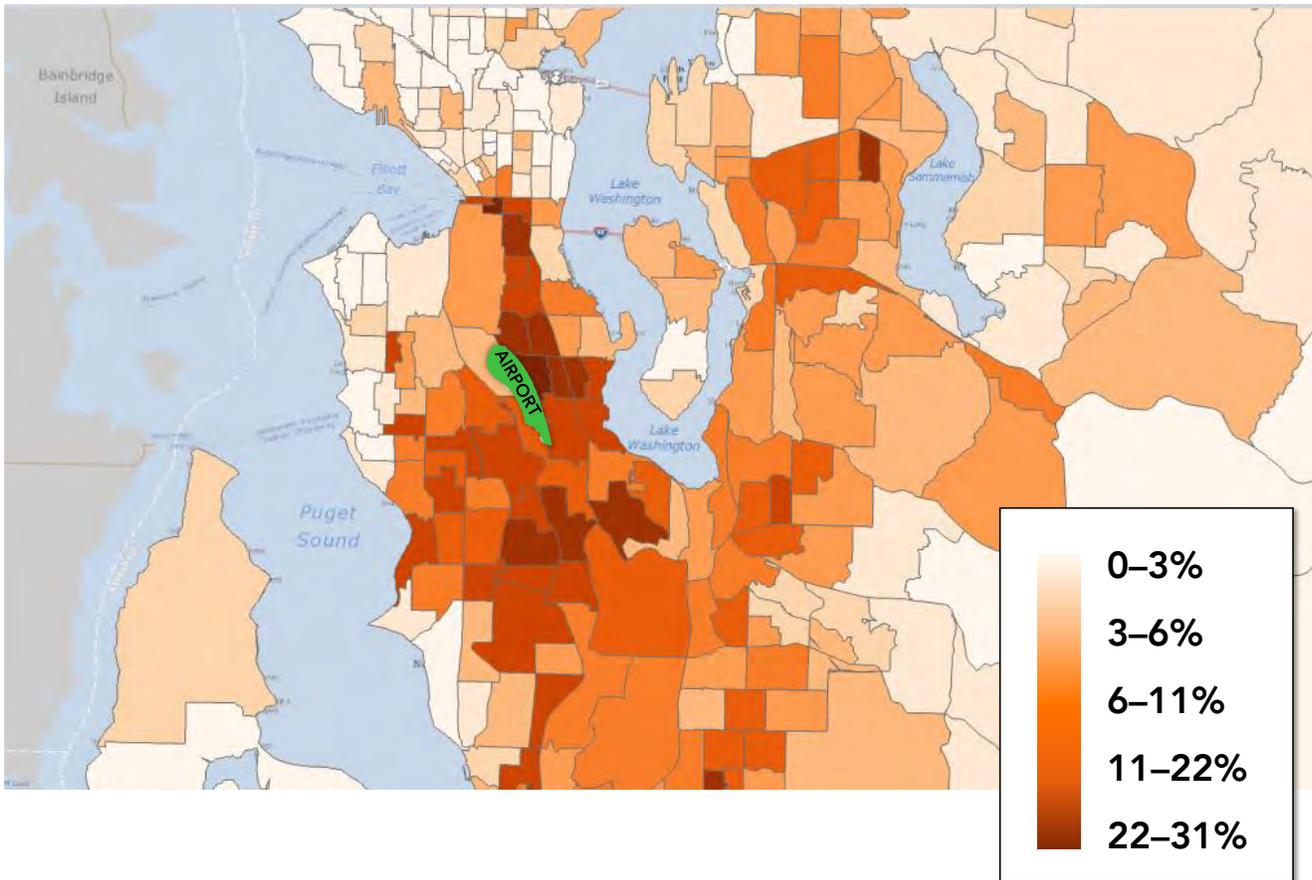
Source: King County Auditor's Office analysis of geographic data

EXHIBIT 2: Percentage of King County residents who were born outside the United States.



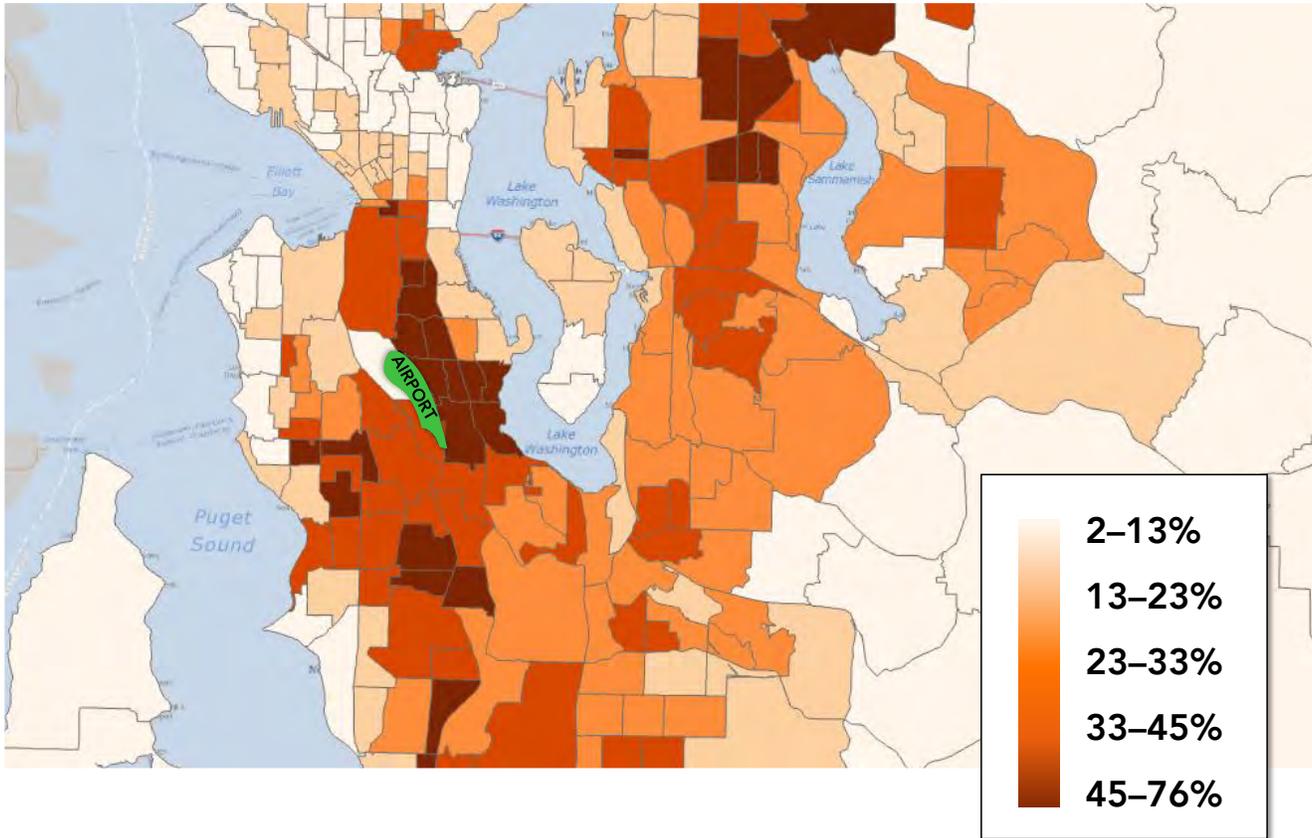
Source: King County Auditor's Office analysis of geographic data

EXHIBIT 3: Percentage of King County residents who have limited English proficiency.



Source: King County Auditor's Office analysis of geographic data

EXHIBIT 4: Percentage of King County residents who speak a language other than English at home.

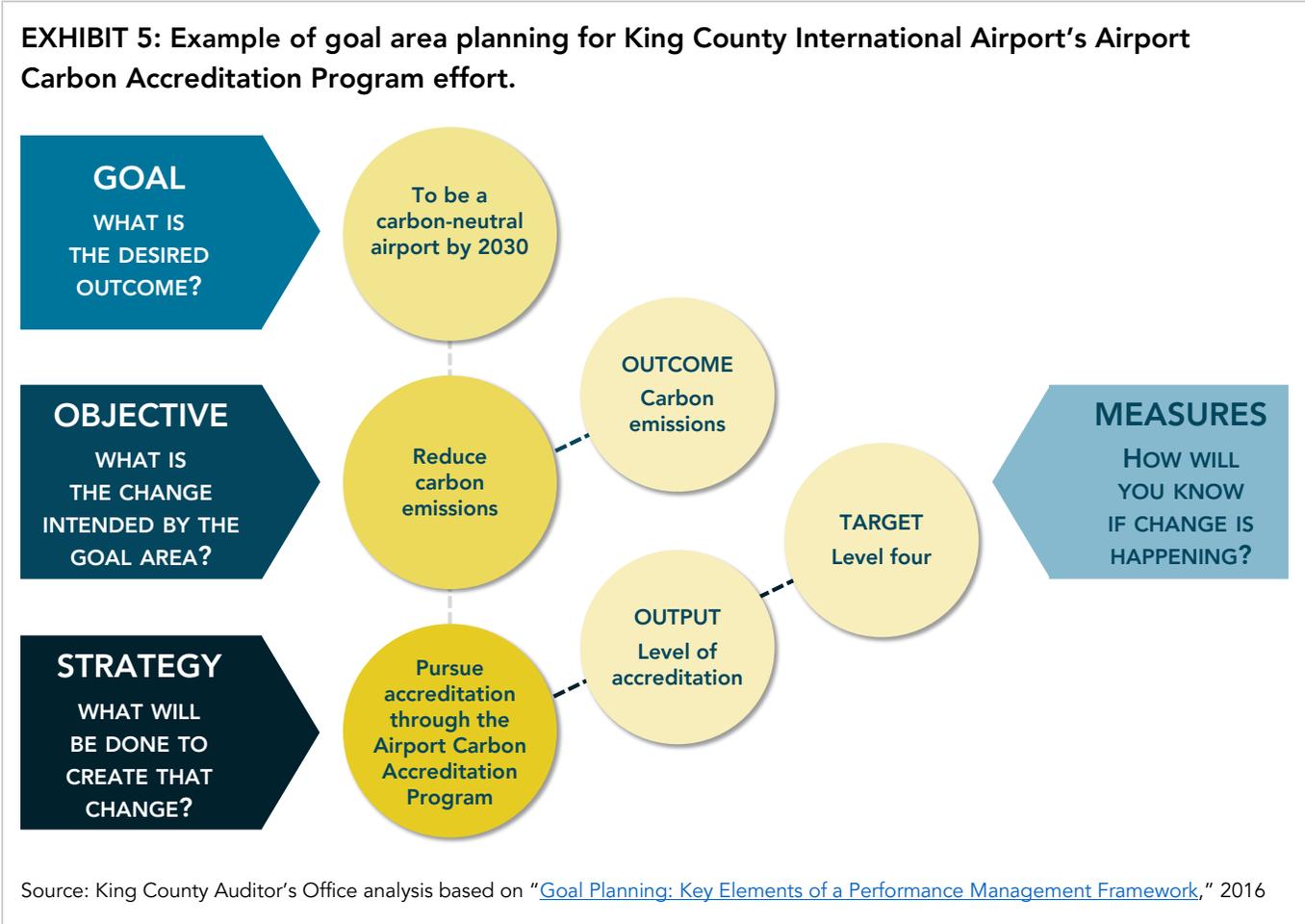


Source: King County Auditor's Office analysis of geographic data

Appendix 2: Examples of Airport Strategic Plans

This appendix provides examples of peer airport strategic plans that include environment and equity goals.

Goal area planning is the essential component of strategic planning. The graphic below shows how the King County International Airport (KCIA) Airport Carbon Accreditation Program (ACAP) effort aligns with the key elements of goal area planning; each of the circles includes an element of the ACAP program.



Centennial Airport, a public-use airport owned by the Arapahoe County Public Airport Authority in the Denver-Aurora metropolitan area in Colorado, is a peer airport specifically mentioned by KCIA leadership. Below is an excerpt from the Centennial Airport strategic plan. It demonstrates a Plan-Do-Check-Act structure consistent with King County strategic planning requirements.

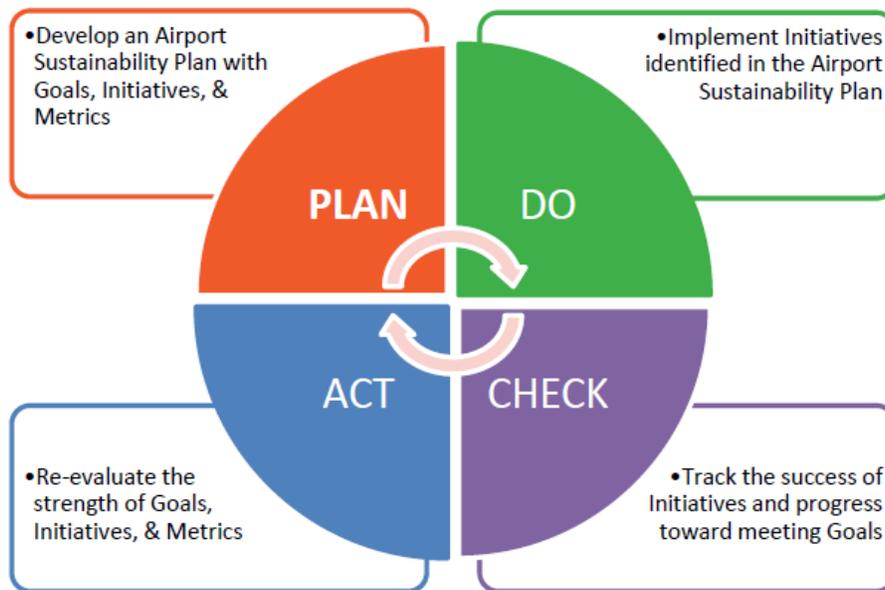
EXHIBIT 6: Centennial Airport sustainability plan excerpt.

9.1 Plan-Do-Check-Act Approach

Centennial Airport staff are employing the Plan-Do-Check-Act approach to implement their sustainability efforts. This is a reliable implementation process to help ensure that the Initiatives identified in this Airport Sustainability Plan are put into action. The process also provides a framework for airport staff to monitor and adjust the plan to find the most effective or reliable approach in the future.

In alignment with the Plan-Do-Check-Act approach, airport staff have initiated the planning step for sustainability integration by developing this plan. Next, the airport staff will implement specific initiatives (Do), will track the outcome and progress of these initiatives (Check), and will adjust or re-evaluate the sustainability approach based on the results (Act). **Figure 9.1** illustrates this approach.

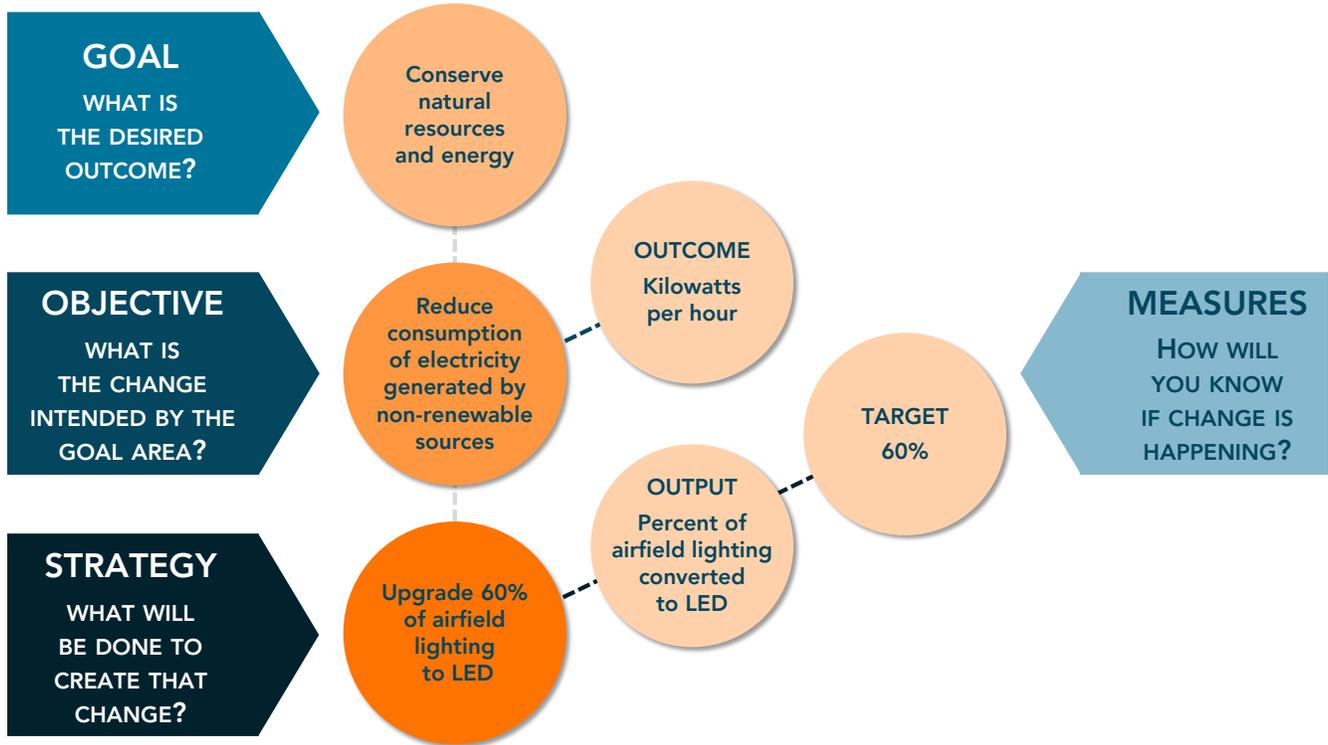
Figure 9.1 Airport Sustainability Plan Sustainability Implementation Approach



Source: [Centennial Airport Sustainability Plan](#)

For reference, the goals in the Centennial Airport strategic plan also fit within the standard goal area planning structure. The exhibit below illustrates the structures by goal, objective, strategy, and related performance measures as depicted in the Centennial Airport strategic plan using the same format as that used in the body of the audit report.

EXHIBIT 7: Goal area planning peer example from Centennial Airport in Colorado.

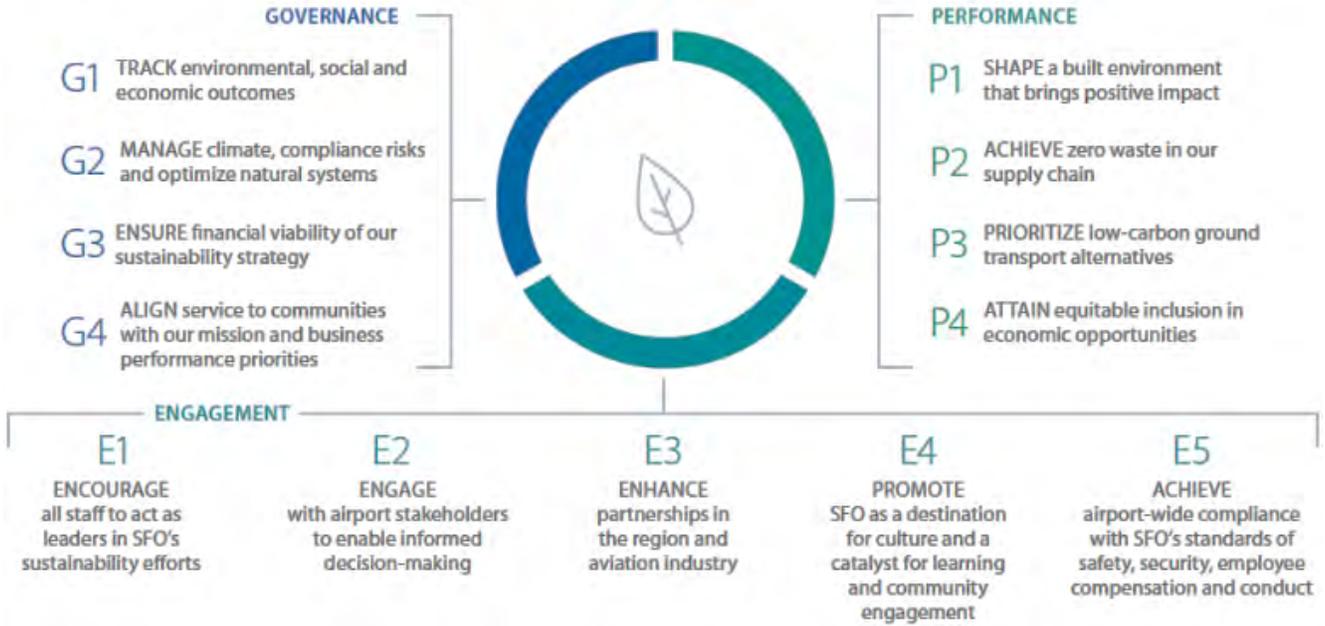


Source: King County Auditor’s Office analysis of Centennial Airport Sustainability Plan

Below are other examples of sustainability and equity planning across airports in the United States.

EXHIBIT 8: San Francisco Airport (SFO) sustainability and social equity plan excerpt.

SFO'S SUSTAINABILITY & SOCIAL EQUITY STRATEGY



Source: [San Francisco Airport Sustainability & Social Equity Plan](#)

EXHIBIT 9: Los Angeles World Airports sustainability plan excerpt.

FOCUS AREA	ACHIEVEMENTS TO DATE	GOALS & TARGETS
 <p>ENERGY MANAGEMENT</p>	<ul style="list-style-type: none"> • Continuous annual reduction in energy use on per passenger basis since 2011 at LAX – 44% total decrease per passenger • Completion of the new Central Utility Plant, whose chillers are 20% more efficient, resulting in ~5 million kWh annual savings • Installation of 152 EV chargers at LAX, with more to come • Installation of a 1.5 MW solar photovoltaic power system at VNY 	<ul style="list-style-type: none"> • Improve efficiency, green generation, resiliency and demonstrate leadership through: • 100% Renewable electricity by 2045 • Further reduce energy use per passenger 15% by 2025, 30% by 2035, and 65% by 2045 over 2011 levels
 <p>WATER MANAGEMENT</p>	<ul style="list-style-type: none"> • 23% decrease in total potable water use at LAX since 2011 – over 45% on a per passenger basis • Converted ~95% of terminal water fixtures to low/ultra-low flow – resulting in average savings of 1.25 gallons/flush • Replaced 2.42 acres of landscaping with drought tolerant plants or hardscape • Completed new connection to Hyperion for stormwater and started construction on a groundwater infiltration facility on the LAX Northside to divert stormwater from the Santa Monica Bay 	<p>Increase recycled water use, reduce potable water use and demonstrate leadership through:</p> <ul style="list-style-type: none"> • Additional 25% reduction in potable water use per passenger by 2025 and 30% by 2035 • Increase recycled water use as a percentage of total water use 30% by 2035 • Eliminating potable water consumption for non-potable uses such as landscaping and the cooling towers by 2045
 <p>AIR EMISSIONS MANAGEMENT</p>	<ul style="list-style-type: none"> • Updated the LAX Alternative Fuel Vehicle Requirement mandating that medium and heavy-duty vehicles at LAX use clean fuel and be no older than 13 years • Over 60 Chevy Bolts already delivered and 20 60-ft all-electric airfield buses on order, which are projected to reduce CO2 emissions by 308 tons annually • Reduced emissions from Ground Support Equipment (GSE) by 45% since 2015 through the GSE Emissions Reduction policy • Adopted GSE and AFV Incentive Programs to encourage zero-emission vehicles and equipment at LAX with \$1m funding • Started construction on the LAMP 	<p>Reduce air emissions and demonstrate leadership by achieving:</p> <ul style="list-style-type: none"> • Carbon neutrality by 2045 • Upgrade to higher Airport Carbon Accreditation (ACA) Level by 2023 • 100% zero-emissions bus fleet by 2030 • Stronger GSE targets • 100% compliance with LAX Alternative Fuel Vehicle Policy • Complete gate electrification program for all cargo, hangar, maintenance, and remain-over-night aircraft parking positions

Source: [Los Angeles World Airports sustainability action plan](#)

EXHIBIT 10: Port of Seattle Environmental Scorecard excerpt.



Environmental Scorecard

The Port is committed to reducing our environmental footprint while continuing to grow. Our scorecard tracks our results in reducing environmental impacts and informs future environmental initiatives.

PROGRESS KEY

- Green light = Significant progress towards goal.
- Yellow light = Some progress towards goal.
- Red light = No progress towards goal.

	Baseline in metric tons 2005*	% REDUCED							Century Agenda Goals
		2011	2015	2016	2017	2018	2019	2020	
Diesel Particulate Matter - Maritime	149	↑15%		82%					50%
Fine Particulate Matter - Aviation	26			↑62%					50%
Port-Owned Greenhouse Gases	23,720	10%	7%	1%	↑5%	↑7.6%	XX	XX	50%
Port-Influenced Greenhouse Gases	873,874			10%					50%
Airport GHG/Passenger	0.0257			↑18%					
Maritime GHG/Tons of Cargo	0.0185	↑12%		8%					
Aircraft-related GHG	390,902			↑18%					25%

Port-owned greenhouse gases are reported annually, and other emissions are reported every 5 years.

	Baseline 2011	2015	2016	2017	2018	2019	2020	Century Agenda Goals
Maritime Stormwater Management: rehabilitation of stormwater conveyance (% completed)	0%	0%	0.02%	8.89%	17%	XX	XX	75%
Airport Stormwater Management (% acres)	100%	100%	100%	100%	100%	XX	XX	100%
Creosote Piling Removal (% of piles removed)	0%	3%	8.7%	8.7%	38%	XX	XX	80%**

Source: [Port of Seattle – Seattle-Tacoma International Airport Environmental Scorecard](#)

Executive Response



King County

Dow Constantine

King County Executive

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Seattle, WA 98104

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December 4, 2023

KyMBER Waltmunson
King County Auditor
Room 1033

Dear Ms. Waltmunson:

Thank you for the opportunity to review and comment on the proposed audit report titled "*King County Airport: Accountability and Transparency Could Strengthen Community Engagement.*"

The enclosed recommendation table outlines responses to each of the 10 recommendations. The Department of Executive Services (DES) concurs with each of the recommendations. These recommendations will support DES and the King County International Airport Division to further strengthen accountability, transparency, and community engagement.

We appreciate the time and effort your staff have put into this thoughtful audit. We look forward to providing updates about our progress on the recommendations.

Sincerely,

Dwight Dively
Chief Operating Officer

cc: Jennifer Hills, Deputy Chief Operating Officer, Office of the Executive
Karan Gill, Chief of Staff, Office of the Executive
Lorraine Patterson, Director, Department of Executive Services (DES)
John Parrott, Division Director, King County International Airport, DES

Recommendation 1

King County International Airport should develop, document, and begin implementing a strategic plan that includes goals, objectives, strategies, activities, and performance measures for accomplishing sustainability and equity goals, consistent with those in countywide strategic plans relevant to the airport.

AGENCY RESPONSE	
Concurrence	CONCUR
Implementation date	December 31, 2024
Responsible agency	KCIA
Comment	The Airport has entered a work order contract with Aviation Management Consulting Group to assist in developing a strategic plan for the Airport that includes the content recommendaed in this Audit.

Recommendation 2

King County International Airport should review the sustainability and equity goals of peer airports to aid in development of its strategic plan.

AGENCY RESPONSE	
Concurrence	CONCUR
Implementation date	December 31, 2024
Responsible agency	KCIA
Comment	This will be completed as a part of the work in recommendation 1.

Recommendation 3

King County International Airport should develop, document, and apply criteria for selection and prioritization of capital projects that support the strategies identified in its strategic plan.

AGENCY RESPONSE	
Concurrence	CONCUR
Implementation date	December 31, 2025
Responsible agency	KCIA
Comment	The Airport will complete this work when the related strategies are identified in the strategic plan.

Recommendation 4

The King County International Airport should develop, document, and implement a formal community engagement plan in alignment with county guidance.

AGENCY RESPONSE	
Concurrence	CONCUR
Implementation date	December 31, 2024
Responsible agency	KCIA
Comment	The Airport will work with the Department of Executive Services Communications staff and the County Community Engagement Workgroup to develop a community engagement plan.

Recommendation 5

The King County International Airport should seek, document, and incorporate community input in developing the strategic plan in Recommendation 1.

AGENCY RESPONSE	
Concurrence	CONCUR
Implementation date	December 31, 2024
Responsible agency	KCIA
Comment	The strategic planning process will include multiple and explicit opportunities for the community to provide input.

Recommendation 6

As a part of the community engagement plan in Recommendation 4, King County International Airport should identify opportunities to engage community as early as possible in the capital project life cycle.

AGENCY RESPONSE	
Concurrence	CONCUR
Implementation date	December 31, 2024
Responsible agency	KCIA
Comment	This will be completed as a part of the work in recommendation 4.

Recommendation 7

As a part of the community engagement plan in Recommendation 4, King County International Airport should identify and document how it intends to:

- a. communicate the strategic plan in Recommendation 1, including goals, objectives, strategies, activities, and performance measures
- b. communicate and report on the status of sustainability and equity-related efforts, including the outcomes of recently completed efforts
- c. address concerns raised by the community.

AGENCY RESPONSE	
Concurrence	CONCUR
Implementation date	March 31, 2025
Responsible agency	KCIA
Comment	This will be completed as a part of the work in recommendation 4.

Recommendation 8

The King County International Airport should work with King County Information Technology to publish its noise level data on its website in alignment with best practice.

AGENCY RESPONSE	
Concurrence	CONCUR
Implementation date	June 1, 2024
Responsible agency	KCIA/KCIT
Comment	KCIA currently provides near-real-time noise data from five sites on its website via the PublicVue flight tracking tool. KCIA will work with the tool's vendor and KCIT to record, compile, and publish this data for review and download on a quarterly basis.

Recommendation 9

King County International Airport (KCIA) leadership should work with the Airport Advisory Roundtable to develop, document, and implement a formal process ensuring Roundtable recommendations are proposed to and considered by KCIA leadership.

AGENCY RESPONSE	
Concurrence	CONCUR
Implementation date	June 30, 2024
Responsible agency	KCIA
Comment	The Airport will work with the third-party facilitator to develop, document, and implement a formal process ensuring the Roundtable recommendations are proposed and considered by KCIA leadership.

Recommendation 10

King County International Airport leadership should work with the Airport Advisory Roundtable to identify and use an external third-party to facilitate Roundtable meetings.

AGENCY RESPONSE	
Concurrence	CONCUR
Implementation date	June 30, 2024
Responsible agency	KCIA
Comment	The Airport will work with King County Procurement to identify a third-party facilitator to facilitate Roundtable meetings.



Statement of Compliance, Scope, Objective & Methodology

Statement of Compliance with Government Auditing Standards

We conducted this performance audit in accordance with Generally Accepted Government Auditing Standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

Scope of Work on Internal Controls

We assessed the extent to which the King County International Airport (KCIA) has designed and implemented proper controls and monitoring to achieve its mission and relevant county equity and environmental goals. In performing our audit work, we identified concerns relating to control activities, monitoring, information, and communication.

Scope

This audit examines KCIA's processes and strategies for addressing the environmental, community, and equity impacts of its operations from 2015 through the present.

Objectives

1. To what extent are KCIA's goals and plans aligned with King County's strategic, equity, and environmental goals?
2. To what extent does KCIA identify and implement efforts to mitigate environmental impacts of its activities in line with leading practices and within its scope of authority?
3. To what extent does KCIA incorporate community input in its planning, strategies, and decision-making?

Methodology

Throughout the audit, we met with several KCIA staff members multiple times including KCIA leadership to understand KCIA's operations, operating environment, barriers, and strategies. We reviewed documentation of KCIA's capital project planning process and documentation related to KCIA's goals and activities. Under King County Code 2.10.034 and 2.10.14, all executive branch and separately elected

agencies are responsible for developing governance structures such as a mission and vision, as well as goals, objectives, strategies, and activities. As such, we reviewed best practice guidance on strategic planning, including the *Standards for Internal Control in the Federal Government*, also known as “The Green Book.”

To understand the regulatory environment in which KCIA operates, we met with regional Federal Aviation Administration staff. We also identified and interviewed other airports across the United States that were comparable to KCIA or those we identified as leaders in advancing equity and environmental goals. To determine comparability to KCIA, we selected airports based on a variety of factors including airport size, whether they were general aviation airports, and their proximity to neighboring communities. We solicited input from KCIA on airports to interview. As a result, we met with or reviewed documentation for the following airports: Centennial airport in Englewood, Colorado; Dallas Fort Worth airport in Dallas, Texas; Los Angeles World Airports in Los Angeles, California; Massachusetts Port Authority in Boston, Massachusetts; San Francisco airport in San Francisco, California; San Diego airport in San Diego, California; Seattle–Tacoma International airport in Seattle, Washington; Teterboro airport in Teterboro, New Jersey; Truckee airport in Truckee, California; Van Nuys airport in Los Angeles, California; and Washington DC Reagan National airport.

To understand residential community and stakeholder perspectives, we interviewed community representatives from the KCIA Community Coalition. We interviewed several members of the KCIA Roundtable and administered a survey to understand how the Roundtable operates and any related barriers. We also attended two Roundtable meetings and one KCIA-hosted public forum on ongoing capital projects.

To understand who is impacted by KCIA operations, we analyzed census tract data from the 2010–2014 American Community Survey to determine the demographics of the people who live near KCIA and the neighborhoods they live in. We used a geographic information system (GIS) to conduct our analysis. Our analysis used both a half mile- and one-mile radius from the airport boundary to determine the people most impacted by KCIA operations.



List of Recommendations

Recommendation 1

King County International Airport should develop, document, and begin implementing a strategic plan that includes goals, objectives, strategies, activities, and performance measures for accomplishing sustainability and equity goals, consistent with those in countywide strategic plans relevant to the airport.

Recommendation 2

King County International Airport should review the sustainability and equity goals of peer airports to aid in development of its strategic plan.

Recommendation 3

King County International Airport should develop, document, and apply criteria for selection and prioritization of capital projects that support the strategies identified in its strategic plan.

Recommendation 4

The King County International Airport should develop, document, and implement a formal community engagement plan in alignment with county guidance.

Recommendation 5

The King County International Airport should seek, document, and incorporate community input in developing the strategic plan in Recommendation 1.

Recommendation 6

As a part of the community engagement plan in Recommendation 4, King County International Airport should identify opportunities to engage community as early as possible in the capital project life cycle.

Recommendation 7

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- a. communicate the strategic plan in Recommendation 1, including goals, objectives, strategies, activities, and performance measures
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Advancing Performance & Accountability

KYMBER WALTMUNSON, KING COUNTY AUDITOR

MISSION Promote improved performance, accountability, and transparency in King County government through objective and independent audits and studies.

VALUES INDEPENDENCE • CREDIBILITY • IMPACT

The King County Auditor’s Office is committed to equity, social justice, and ensuring that King County is an accountable, inclusive, and anti-racist government. While planning our work, we develop research questions that aim to improve the efficiency and effectiveness of King County government and to identify and help dismantle systemic racism. In analysis we strive to ensure that communities referenced are seen, not erased. We promote aligning King County data collection, storage, and categorization with just practices. We endeavor to use terms that are respectful, representative, and people- and community-centered, recognizing that inclusive language continues to evolve. For more information, see the King County [Equity and Social Justice Strategic Plan](#), King County’s [statement on racial justice](#), and the King County [Auditor’s Office Strategic Plan](#).

ABOUT US The King County Auditor’s Office was created by charter in 1969 as an independent agency within the legislative branch of county government. The office conducts oversight of county government through independent audits, capital projects oversight, and other studies. The results of this work are presented to the Metropolitan King County Council and are communicated to the King County Executive and the public. The King County Auditor’s Office performs its work in accordance with Government Auditing Standards.



This audit product conforms to the GAGAS for independence, objectivity, and quality.

RCW 42.30.030 Meetings declared open and public. (1) All meetings of the governing body of a public agency shall be open and public and all persons shall be permitted to attend any meeting of the governing body of a public agency, except as otherwise provided in this chapter.

(2) Public agencies are encouraged to provide for the increased ability of the public to observe and participate in the meetings of governing bodies through real-time telephonic, electronic, internet, or other readily available means of remote access that do not require an additional cost to access the meeting. [2022 c 115 s 3; 1971 ex.s. c 250 s 3.]

Findings—Intent—2022 c 115: See note following RCW 42.30.230.