

[Burien Letterhead]
Lance Lyttle
CEO, Sea-Tac Airport, Chair StART

Dear Mr. Lyttle -

We are writing to discuss various aspects of the Sea-Tac Stakeholder Advisory Round Table (StART). Thank you for creating this group that provides an opportunity to enhance cooperation between Sea-Tac Airport and neighboring cities. The breadth of membership you've included such as airline partners, technical experts, and the Federal Aviation Authority (FAA) is helpful for identifying and hopefully, resolving issues. As you know, our Burien representatives have been active participants and they've kept our Burien Airport Committee and City Council informed of StART's activities. In the course of those communications we've heard some concerns that we wanted to bring to your attention.

1. **Agenda setting** – We understand that more opportunity for input to StART meeting agendas would be welcome. Agendas are primarily set by the Port and facilitator and then circulated for review to StART members, but not necessarily in a timely manner for input. We suggest that at each meeting, potential future topics be identified, that these topics be prioritized for subsequent discussion by the full group, and that adequate time for agenda review be provided to all participants.
2. **Minutes** – We understand that minutes may not accurately reflect the full extent of conversations. Some of our representative have expressed concern that their comments are not documented as well as they would like to see. We encourage you to provide audio recordings the meetings, especially the Subcommittee discussions, to provide broader access to all wishing to understand the deliberations.
3. **Decision-making processes** – While we understand that StART is not a decision-making body, we are aware that recently a “voluntary nighttime noise reduction program” was launched, with a flyer that noted that StART had developed the program. We heard some concerns from our representatives that StART members were not in full agreement with the conditions outlined in the flyer (e.g., midnight-5AM timeframe), but that no formal process to gain agreement on these conditions was offered during the process. We, as a Council, had not been made aware of the proposed conditions and while we definitely support any efforts to reduce night-time flights, we would like to have had the time to review this proposal with our representatives to allow them to give feedback to you prior to the Port drafting public relations materials.
4. **Timing for review of “products” and “work” of StART** – As a City Council, we are ultimately responsible to our community for policies and commitments that may be made in the course of StART deliberations. We appointed the representatives to the StART and we understand that they are working on behalf of us and the City of Burien. It is ultimately our responsibility as a Council to ensure opportunities for our representatives to provide feedback to us and to ensure that they are representing the broadest interests in our community. We ask that you help us by clarifying your timelines for decisions and that you allow adequate time for our meeting scheduling for both our Airport Committee and City Council to be informed and work with our representatives.

Thank you again for the opportunity to participate in these discussions. We look forward to continuing to make this effort productive for the sustainability of our community and Sea-Tac Airport.

Signed by the Burien City Council