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To: Honorable Mayor and Members of the City Council
From: Brian J. Wilson, City Manager
Date: March 1, 2019
Subject: City Manager's Report

I. INTERNAL CITY INFORMATION

A. Super Bowl Event

On Sunday, February 3, 2019, Burien Police, City of Burien PaRCS, and Highline School District partnered to host a Super Bowl party and Madden football tournament designed to appeal to middle and high school age youth. The event ran from approximately 2-8:00 p.m. and served two purposes:

- 1) Community Engagement - Facilitates positive engagement between youth and police.
- 2) Public Safety - Provides a safe and alcohol-free environment for youth during one of the largest party days of the year.

This event showcases the creative ideas that occur when police and education professionals work together!

B. Burien Youth Council Update

The Burien Youth Council currently has six members; membership has been generating organically through interested youth in the community. They meet weekly at the Burien Community Center, and they are working to define their role in the community (which they see as service based) and their relationship with the City and City Council. They would like to meet with councilmembers, possibly in an informal setting, to share their interests and discuss what a symbiotic relationship would look like between the two councils. PaRCS staff have been supporting the Youth Council in a variety of ways:

- Helping to define their role;
- Advising on how to speak in front of City Council;

- Demonstrating how to utilize writing as a form of communication;
- Hosting past and upcoming Youth Socials to generate interest;
- Participation in community activities, such as Dia de los Muertos, the MLK March in Seattle, and the upcoming Safe Firearm Storage event.

C. Safe Firearm Storage Event

The Highline Schools Foundation is hosting a safe firearm storage event on Saturday, March 23, 2019, 10:00 a.m.-1:00 p.m. at the Burien Community Center. Safe storage of guns saves lives lost to suicide and accidents, decreases thefts, unauthorized use, community violence, and guns brought to school. This event is endorsed by CHI Franciscan, Kaiser Permanente, Highline School District, City of Burien, King County Sheriff's Office, Burien Police Department, Des Moines Police Department, and SeaTac Police Department. Attendees will receive a free lock box or trigger lock for their firearm as well as hands-on training on how to use the safety devices. The City is assisting the Highline Schools Foundation with promotion of the event and provision of a space to host the event.

D. Community Police Academy

Chief Boe and Captain Sullivan kick off the spring 2019 Community Police Academy on Wednesday, March 6, 2019, in the Community Room at Burien Police Department. This 12-week program exposes community members to many aspects of being a police officer. Some of the highlights include range day, where students get to practice shooting in both virtual reality and live-fire environments, and Pacific Raceways, where they are introduced to the Emergency Vehicle Operations Course. This program presents a great opportunity to build trust between the police and members of our community.

E. SCORE – WA State Opioid Response (SOR) Project (Page 15)

The South Correctional Entity (SCORE), a misdemeanor jail facility owned by the cities of Auburn, Burien, Des Moines, Federal Way, Renton, SeaTac, and Tukwila, recently received \$726,000 over a two year period for prevention, treatment, and recovery services for opioid addiction for SCORE jail inmates. A significant percentage of the inmate population in the SCORE jail suffers from opioid addiction. These needed services will address a prevention, treatment and recovery services need within the facility and our respective communities over a two year period.

F. SCORE December 2018 Jail Statistics (Page 17)

Attached are the December 2018 Jail Statistics for the SCORE jail. These statistics include member billable average daily population, total bookings for member and contract cities, unbillable bookings, average daily population (ADP), staffing and overtime hours, contract agency facility usage and revenue, jail population demographics, and 12-month historical jail usage by city.

Efforts continue to finalize a sustainable staffing and funding model beginning in 2020 following the City of Federal Way's decision to locate their misdemeanor population in other jail facilities. Progress has been made in this regard with preliminary projections within the City of Burien's funding model and sustainability. A finalized model will be presented in the second quarter of 2019.

G. 2019 REVISED Final Proposed Exhibit B for Law Enforcement Services (Page 45)

Attached is the final cost breakout for 2019 to provide law enforcement services in the City of Burien. Also included is an agreement for shared supervision for night shift police services. This agreement will add one dedicated patrol sergeant for supervision in the nighttime hours between the City of Burien and the City of SeaTac. Backup shift coverage is also included in this agreement. This agreement will produce substantial efficiencies observed as a result of adding this sergeant and the business rules agreed to by King County Sheriff's Office, Burien Police, and SeaTac Police. These operational changes are mutually beneficial to all parties.

H. Empty Bowls (Page 49)

The Burien PaRCS department hosted the 2019 Empty Bowls event on Friday, January 25. A total of 1,275 people attended this community-supported benefit, raising \$25,797 for the Highline and White Center Food Banks. Both attendance and donations were up from 2018. This year's soup winners were Maven Mercantile (in the restaurant category) for their chicken, apple, and squash stew, and Highline Hospital (in the non-restaurant category) for their tomato soup. Attached for information are a donor thank-you flyer and event statistics from past years. Below is a comment from Mike Werle, Executive Director of the Highline Area Food Bank.

Hi Gina,

*All thanks go out to you, Debra, and Dana who do so much of the work! We are just happy to be a part of such a great community event. Know that all your work goes to help feed families right here in our community and so many of you have been involved from the start. Thank you Gina for the chart from the beginning so all can see what an impact this event has made to help alleviate hunger over the years. **You folks are amazing!!!!!!!!!!!!!!!!!!!!!!***

I. Boards and Commissions Process Recommendations (Page 51)

A working group of staff liaisons representing the Arts Commission, Park and Recreation Board, Planning Commission, Business & Economic Development Partnership, and Human Services Commission have been meeting and are forwarding the following recommendations (Attachment) that would enhance the experience of the members of our Advisory Groups and clarify their roles and responsibilities.

J. Highline School District SNAP Program

On Wednesday, January 16, 2019, Recreation Manager Casey Stanley participated in the Highline School District Speed Networking to Achieve Professionalism (SNAP) program. This event gave 75 students the opportunity to learn networking skills and practice elevator speeches with professional "Career Partners". The event was divided into two sections; the first half covered internship opportunities with the participating Career Partners. (PaRCS has four internships available). The second half of the program involved working with the students to develop a three minute elevator pitch about their interests and career goals, which they practiced with all the professionals in the room.

K. Pedestrian Map Kiosks (Page 53)

Two pedestrian map kiosks will be installed in the downtown in March/April 2019, completing the Downtown Wayfinding System funded in part by the 2018 Port of Seattle Economic Development Partnership Grant. The first kiosk will be located at the corner of 4th Ave SW and SW 152nd St and the second will be located at 8th Ave SW and SW 152nd St. The installation will include an improvement and retrofit of existing 'bulletin board' kiosks at those locations. The kiosks will include a map of the downtown streets, locations of interest, public transit information, public parking locations, and identification of retail and dining locations. Each map kiosk will be two-sided, oriented to the direction the pedestrian is walking, and provide information in English, Spanish and Vietnamese. The development of the pedestrian map was a collaboration between the City's Economic Development and GIS divisions. Attached is a draft version of the map, pending some minor updates to the bus stop route information.

L. Noise Ordinance and Community Events

City staff have received repeated requests for festivals and special events in the downtown to extend past 10:00 p.m. on Friday and Saturday nights. Community non-profits would like the ability to have live music and entertainment past 10:00 p.m. in order to provide more entertainment options in the community and raise more funds for their organizations. Local businesses would also like the ability to offer outdoor music in order to attract more customers. These requests are denied because the City's noise ordinance in effect prohibits music played outdoors past 10:00 p.m. While the City has received several resident complaints about noise during downtown events, at the same time, the City has also received requests from other residents to support more night time entertainment options in Burien.

In 2018, Economic Development staff performed outreach to get feedback from the community about evening events. In addition to having a question about evening entertainment options in the Community Survey, staff met with downtown businesses and Burien Town Square (BTS) Board members, coordinated with downtown property managers, staffed Farmers Market booths, and posted flyers to inform and gather feedback from downtown businesses and residents about the Noise Ordinance and their attitudes towards community events.

Based on the feedback received, staff would like to present options for Council consideration to make adjustments to the current City noise ordinance. With planning efforts beginning for summer special events, potential changes to the noise ordinance may have an impact on summer events and special event permits. With Council approval, we will present options for Council consideration at a future meeting.

M. City's Stormfest Receives Award from Futurewise

The City's Stormfest event, led by Environmental Education Specialist Mary Eidmann, has been chosen for the Futurewise Livable Communities Award in the category of Local Government Excellence. This award recognizes individuals, organizations and

government agencies doing outstanding work. Stormfest is a two-day interactive event designed to teach Highline School District 6th graders about stormwater and watershed science.

The award will be presented at the Futurewise Spring Luncheon and Livable Communities Awards on Tuesday, March 19, 2019, and will be accepted by Mary and members of the Stormfest Committee.

N. Council Position on Federal 2011 Budget Control Act (BCA) (Page 57)

The 2011 Budget Control Act (BCA) governs federal funding for the 2020 and 2021 budget. Since the time of the BCA, Congress has obtained bipartisan support to reach budget agreements that reduce BCA's cuts and provide funding for non-defense discretionary programs (NDD).

Burien's federal legislative agenda includes support for the following housing and homeless initiatives:

Support Federal Funding for Housing and Homelessness

- Maintain or Increase Community Development Block Grants: the King County Consortium (of cities) uses CDBG for housing stability/homelessness prevention, affordable housing development and many other human services. The federal government funded CDBG at \$3.3 billion in FY 2018. King County is expected to receive \$750,000 in CDBG in 2019.
- Maintain or Increase the HOME Program: HOME funds provide funding for affordable housing. Each HOME dollar invested leverages an additional five dollars for housing. The federal government funded HOME at \$1.36 billion in FY 2018. King County is expected to receive about \$2.8 million in HOME dollars in 2019, funding allocated to non-profits for housing development.
- Maintain or Increase McKinney-Vento Homeless Assistance Grants: McKinney grants help provide shelter and services to homeless families and individuals. The federal government funded McKinney at \$2.5 billion in FY 2018.
- Support Full Funding for Section Vouchers: Support full funding for Section 8 Tenant-Based and Project-Based Housing Choice Vouchers.
- Support Funding for VA Supportive Housing Vouchers (VASH): Support funding for the VASH program that has been a vital source of homelessness for low-income veterans in King County.
- Support the Low Income Housing Tax Credit (LIHTC) Program: Support the bipartisan Affordable Housing Credit Improvement Act (HR 1661/S. 548) sponsored by Senator Cantwell in the Senate (S. 548). S. 548 increases the annual housing credit allocation authority by 50%, phased in over five years, and would provide more predictability and flexibility in housing credit financing by establishing a 4% rate for credits used to finance acquisitions and housing bond-financed developments.

If bipartisan agreement is not reached, NDD programs could be cut approximately 10+% unless there is an override of these requirements. This level of cuts would have an impact on the funds available to address current housing needs in King County. An override would enable funds to be available for the above listed federal programs. More funding is needed as well. Non-support for an override would be considered an effort to reduce federal government spending.

The 2019 HUD budget was carried over from last year with a continuing resolution (CR) in the latest shut down negotiations. It is anticipated that 2019 funding will be stable for HUD funding, however deep cuts are predicted for 2020 in the event the Budget Control Act is implemented.

Council direction is sought regarding whether to support or oppose an override of the 2011 Budget Control Act. This position would be conveyed to our federal legislative representatives.

O. Annual Utility Tax Relief Program Update for 2018

The annual processing of the Utility Tax Relief Program for Low-Income Burien households has been completed for 2018. This program helps offset the impact of the 6% Burien utility tax to low-income households on regular telephone, basic cable TV, gas/electricity through Puget Sound Energy, and garbage through Recology CleanScapes. There were 81 Burien households (65 renewals and 16 new) who participated in the program and they will receive a collective total of \$3,200 back in reimbursements for the Burien utility taxes they paid on regular telephone services and basic cable TV services in 2018. The average reimbursement amount per household was \$44. Reimbursement checks will be mailed to the participants in mid-February. Those who have gas/electricity with Puget Sound Energy and/or garbage through Recology CleanScapes will have the Burien utility tax removed from their upcoming bills for 2019. Eligible low-income Burien households may also apply to Seattle City Light for their Utility Rate Discount Program.

Here is a comparison to prior years:

	2015	2016	2017	2018
Total No. of participants	51	60	74	81
No. of New applicants	8	11	20	16
Total Amount Reimbursed	\$1,973	\$2,095	\$2,895	\$3,200
Average Amount	\$39.46	\$41.89	\$42.58	\$44.46

P. Wizard’s Casino, Letter Requesting Gambling Tax Reduction (Page 59)

Mr. Paul Copioli, President of Wizard’s Casino, requested that the attached letter be presented to Council. Mr. Copioli is planning to address Council during the public comment section of the March 4, 2019 City Council meeting. His request is to repeal the recent gambling tax increase from 8% to 11% effective January 1, 2019, and that the City of Burien grant a temporary reduced rate of 4% for three years (2019-2021). Staff have confirmed that local gambling taxes in the region are generally in the 11% - 12% range for establishments located in western Washington.

Q. Cardroom Tax Information (Page 61)

Attached is a portion of the 2018 Association of Washington Cities Tax and User Fee Survey related to tax rates for cardrooms. The overall average tax rate of the participating municipalities is around 12%.

In addition, for neighboring jurisdictions that did not participate in the survey, Kent is at 11% and Tukwila has a graduated tax rate schedule beginning at 11% up to five rooms and ending at 20% over six rooms.

R. Planning Commission Recommends Approval of Shoreline Master Program Periodic Update

At their January 9, 2019, meeting, the Burien Planning Commission adopted a motion recommending the Burien City Council approve amendments to the Burien Municipal Code (BMC) related to the 2018-2019 Shoreline Master Program Periodic Review and Update. A significant update to the Shoreline Master Program (SMP) was completed in 2013, and in 2016, the SMP was updated to incorporate changes to state law regarding critical area regulations. The current periodic review and update is intended to keep Burien's SMP current with amendments to state law, changes to local plans and regulations, changes in local circumstances, and new or improved data and information.

The City and Department of Ecology (DOE) conducted a joint Public Hearing with the Planning Commission on December 12, 2018, at which several oral public comments were received. The formal public comment period closed on December 14, 2018, during which the City did not receive any written comments regarding the update. The proposed amendments to the SMP are currently undergoing a 30-day review at DOE. Under the revised statewide periodic update review process, the proposed revisions will become final following completion of the DOE review and upon adoption by the Burien City Council. Consideration of the SMP periodic update is tentatively scheduled for the March 4 and March 18 regular City Council meetings.

S. Burien Urban Center Planning Effort Commences

The City has initiated a process to create a sub-area plan for Burien's Urban Center. Burien's Urban Center is approximately 353 acres, about 7.4% of the total city area, and is roughly centered on the Burien Town Square development. The plan will establish a vision for Burien's mixed use, regional urban center with housing, employment, transportation options, and services. The City has contracted with MIG Design Inc., in collaboration with EcoNorthwest and Fehr & Peers, to develop the sub-area plan which will include a comprehensive visioning process. Through a series of workshops, community meetings and interviews, City staff and the consultant team will engage stakeholders to create a new vision for Burien's Urban Center.

The first community meeting has been scheduled for March 6th, 2019, 5:30 pm – 7:30 PM at the Southgate Masonic Hall. This first meeting will be a project kick-off event to introduce the project to the broader Burien community. Participating community members will help identify projects goals, opportunities and constraints for the Urban Center. The event is planned to capture community perspectives that will shape the vision, goals, and specific issues to be addressed in the Urban Center Plan. The

meeting will be interactive and inviting for all ages and will include a presentation followed by activities to obtain community perspectives which will help develop the vision for the Urban Center. Spanish and Vietnamese interpreters will also be present to assist with translation.

City staff invites Councilmembers to attend the workshop and also assist with spreading the word about the workshop in an effort to obtain diverse feedback from the community. Additional information relating to the project as well as the public involvement plan are located at: [Urban Center Plan](#)

T. Port of Seattle Commission Briefing on SAMP Near-Term Projects Environmental Scoping Report (Page 64)

At their February 26, 2019 meeting, the Port of Seattle Commission received a staff briefing that included an overview of the Sustainable Airport Master Plan (SAMP) Near-Term Projects (NTP) Environmental Review Scoping Report, a listing of common themes identified in agency and public scoping comments and the next steps in the environmental review process. During the agency and public comment process, several thousand unique comments were received and have been categorized into 13 common theme groups. The scoping report is not intended to provide responses to each individual comment, rather the intent is to identify topics and themes that could inform the environmental review process. Initially it was envisioned that a joint NEPA/SEPA document would be prepared, but the current plan is to prepare two separate documents. The NEPA Environmental Assessment (EA), with the FAA as the lead agency, will be prepared first and a draft document will be published in late fall 2019. The SEPA Environmental Impact Statement (EIS), with the Port of Seattle as the lead agency, will follow and a draft document will be published in early spring 2020. The scoping report and attachments are currently available on the SAMP website at: [Sustainable Airport Master Plan](#) and a copy of the scoping report briefing presentation is attached for more information.

U. December 2018 Permit Activity Report (Page 78)

Attached are the monthly reports for Construction Permits Issued and Construction Permit Applications Received during the month of December 2018. Included in the reports are information regarding tenant improvements and major projects.

Construction Permits Issued:

The City issued 177 permits in December 2018 which is 13 less than last month and 39 less than those reported in December 2017. The total project valuation of \$3.3 million is \$1.9 million more than reported last month and \$3.2 million less than the valuation reported in December 2017.

Construction Permit Applications Received:

The City received 192 permit applications in December 2018 which is 16 less than last month and 9 less than those reported for December 2017. The total project valuation of \$92.2 million is \$89.1 million more than reported last month and \$88.2 million more than reported in December 2017.

Tenant Improvements:

Tenant Improvements issued for December include Bilingual Academy, Suddath Racking, and 2 miscellaneous improvements. Tenant Improvement applications were received from Panattoni-Seattle Gateway, Music & Arts, Highline Endoscopy, St. Vincent de Paul, and 3 tenant improvements for various work this month.

Major Projects:

Permit applications were received in December for Highline High School (\$84m), Highline Endoscopy (\$1.8m), Seattle Gateway #1 and #2 (\$1.05m), Salmon Creek Waste Water Treatment (\$1.9m), Hubies Towing (\$250k), Music and Arts (\$290k) and 5 new single family residences (\$1.9m). Salmon Creek Waste Water Treatment (\$1.9m) and a permit for a new single family residence (\$450k) were issued this month.

V. January 2019 Permit Activity Report (Page 84)

Attached are the monthly reports for Construction Permits Issued and Construction Permit Applications Received during the month of January 2019. Included in the reports are information regarding tenant improvements and major projects.

Construction Permits Issued:

The City issued 208 permits in January 2019 which is 31 more than last month and 29 less than those reported in January 2018. The total project valuation of \$3.0 million is \$.3 million less than reported last month and \$23.7 million less than the valuation reported in January 2018.

Construction Permit Applications Received:

The City received 217 permit applications in January 2019 which is 25 more than last month and 42 less than those reported for January 2018. The total project valuation of \$6.6 million is \$85.6 million less than reported last month and \$3.1 million more than reported in January 2018.

Tenant Improvements:

Tenant Improvements issued for January include St Vincent de Paul, Nuclear Medicine, Travelle Family Dentistry, Ambaum Square Condos and 2 other miscellaneous improvements. Tenant Improvement applications were received from Puget Sound Skills Center, Fred Meyer, St Francis of Assisi, Ambaum Square Condos and 2 other tenant improvements for various work this month.

Major Projects:

Permit applications were received in January for Puget Sound Skills Center (\$450k), Fred Meyer (\$2.5m) and 3 new single family residences (\$1.8m). Nuclear Medicine (\$369k), Travelle Family Dentistry (\$330k) and 2 permits for new single family residences (\$700k) were issued this month.

W. Fourth Quarter 2018 Construction and Land Use Permit Report (Page 90)

Attached is the Construction and Land Use Permit Activity Report for the 4th Quarter of 2018. Highlights include:

- 624 construction-related permits were issued in the fourth quarter, which is less than the number issued during the same period last year. The valuation for construction-related permits decreased from the valuation of permits issued during the fourth quarter of 2017 by \$3.9 million.
- The Building Division has seen a decrease in permit activity this quarter which is consistent with a more normal 4th quarter. There was a decline in permits issued, however, an increase in revenue was experienced over last quarter.
- The number of construction-related permits issued during 2018 (2,780) and total construction-related permit revenues for 2018 (\$1,747,301) increased significantly over those reported in 2017. The total valuation for construction-related permits for 2018 (\$69.6 million) was significantly less than reported in 2017.
- Permits issued for fourth quarter major projects include; Salmon Creek Waste Water Treatment Plant (\$1.9m), Engage Early Learning Center (\$948k), American Mechanical (\$350k) and 3 Single Family projects with a combined valuation of \$1.2 million. There were also 12 permits issued for various Tenant Improvements in the fourth quarter.
- A total of 333 permits were applied for and issued online via Mybuildingpermit.com in the fourth quarter. That amounts to 74% of all permits currently accepted electronically. A total of 1,355 permits were applied for and issued via Mybuildingpermit.com in 2018. That amounts to 71% of all permits currently accepted electronically.
- City inspectors performed 1,170 inspections for Burien and 193 inspections for Normandy Park. For 2018, City inspectors performed 5,184 inspections for Burien and 749 inspections for Normandy Park.
- The number of pre-application meetings held during the fourth quarter declined from those conducted during the same period over the past two years. These included proposals for 4 short plats, 1 new multi-family building, 3 critical area reviews, 1 commercial renovation, 2 change of use and 5 other pre-applications. The total number of pre-application meetings conducted for 2018 was 70, 7 fewer meetings than were conducted in 2017.
- 18 land use applications were received during the fourth quarter which declined from those received during the last four quarters. These include 3 preliminary short plats, 1 final short plat, 2 type 1 land use review, 4 lot line adjustments and 2 critical area reviews. The total number of land use applications for 2018 was 89; 13 more applications than were submitted in 2017.
- 13 land use decisions were issued in the fourth quarter, which is nearly the same from the fourth quarter of 2017, and 77% were completed by the target issuance date. 41 land use decisions were issued in 2018, 9 more than were issued in 2017 and for 2018 85% of the decisions were completed by the target issuance date.

X. StART 12/19/2018 Recap (Page 98)

The Sea-Tac Stakeholder Advisory Round Table (StART) meeting was held on December 19, 2018. A recap of the meeting is attached. A Federal Policy Working Group was formed to understand and address Federal Congressional efforts related to airports and airport communities. This includes the recent passage of the FAA reauthorization bill and understanding the specifics of this legislation and how airports and communities are impacted. Burien representative Terry Plumb and City Manager Brian Wilson will serve on the Federal Policy Working Group.

Y. 2019 Sea-Tac Airport Study – RE: ESSB 6032 (Page 101)

Over the last 12 months, the State of Washington and the six cities of Burien, Normandy Park, Des Moines, SeaTac, Tukwila, and Federal Way came together to initiate a study of the current and on-going effects of the operation of the Seattle-Tacoma International Airport. The Department of Commerce is conducting the study and has finalized the Project Charter, Statement of Work/Content Outline, and the Request for Proposals (RFP). The RFP has been issued with a proposed due date for responses by March 15, 2019. The estimated period of the contract is May 1, 2019 –June 1, 2020. Burien Citizen Rose Clark and City Manager Brian Wilson serve as representatives of the technical advisory committee for the project. While the Port of Seattle has withdrawn from participation on the technical advisory committee, they have offered data and informational support for the project. A lack of demonstrated support for the project by the Port of Seattle may impact the number of qualified firms responding to the RFP based on perceived conflicts of interest with Port of Seattle. It is recommended that efforts are initiated to obtain written support by the Port of Seattle for the study.

Z. Arbor Day Celebration

The City of Burien's Arbor Day and Earth Day celebration will be held on Friday, April 19, 2019, at 1:30 pm, at Arbor Lake Park. The event will include a tree planting and park restoration work, and also a short ceremony receiving the Arbor Day flag and words by staff and officials, including the reading of a Proclamation.

II. COUNCIL UPDATES/REPORTS

A. Business and Economic Development Partnership (BEDP) (Page 164)

The December 14, 2018, and the January 11, 2019, BEDP minutes are attached for Council's information, as well as the January 11, February 8, and February 22, 2019, BEDP agendas.

B. Des Moines Memorial Drive Preservation Association Request to Present at City Council Meeting (Page 177)

The Des Moines Memorial Drive Preservation Association has put forth a request to be placed on a future Council agenda. They want to present their proposal to City Council to build an additional memorial wall at the Sunnydale School Memorial Plaza, and seek Council support in the form of a letter or resolution in the effort to secure funds for the project. If Council approves this request, staff will take steps to schedule this presentation.

C. Challenge Seattle: A Call-to-Action on Middle-Income Housing Affordability (Page 181)

Attached is a paper from Challenge Seattle regarding the lack of affordable housing for middle income families and individuals in King County. Sound Cities Association (SCA) has asked that this document be shared with councils and staff. This is a topic that will be discussed at an SCA Public Issues Committee (PIC) meeting in March of 2019.

In addition to the nine mayors who signed on to the initial statement with Challenge Seattle agreeing to consider opportunities to advance housing affordability in the region, SCA is aware of at least one city (Bothell) that has issued a formal statement joining in that effort.

The report offers 15 recommendations to both the public and private sectors. It is intended to be an education piece and highlight the need for public support to lead on the issue.

The document is unique in that few reports have been dedicated to the subject of middle income housing and none as comprehensive based on national and international research, data and analytics. Action has already begun with the recent unprecedented announcement by Microsoft and the partnership with mayors of larger cities in King County.

SCA has inquired if the City of Burien is interested in joining this effort.

D. City of Des Moines Letter to Port of Seattle Commission (Page 217)

The Mayor and City Manager of the City of Des Moines sent a letter (attached) to the Port of Seattle Commission on January 25, 2019, regarding recommendations from their Aviation Advisory Committee. In addition to referencing the City of Burien's unanimous recommendations on adopted resolutions regarding Sea-Tac operations and impacts, the City of Des Moines supported the importance of appropriate review of siting a second major airport and encouraging the legislature to support these efforts.

E. Letter of Support – Senate Bill 5115 (Page 220)

Attached for discussion is a draft letter of support for Senate Bill 5115 as requested by K4C. This bill would establish minimum efficiency standards for an array of plumbing fixtures, equipment, and appliances. K4C is requesting support from our Council in the form of reviewing and sending this letter to the outlined legislative members listed on the document. Councilmembers Marx and Tosta have indicated they will join in the effort to support this bill by signing the letter.

Support for this legislation appears to be consistent with the 2019 State Legislative Priorities of the Burien City Council; specifically priority #4, "Act on Climate Change and the Environment."

F. Annual Report - Sea-Tac Stakeholder Advisory Round Table StART (Page 222)

Attached for Council's review is the 2018 StART Annual Report as prepared by Phyllis Shulman of Civic Alchemy.

G. Housing & Essential Needs (HEN) Draft Resolution – Request of Catholic Community Services (Page 347)

This is a state funded program that is operated independently in each county. Catholic Community Services (CCS) oversees this program in King County. Currently, approximately 1/3 of the clients for the program are from south King County. There is currently a wait list for these services due to a lack of funding. This program serves both the homeless and adults at-risk of homeless by providing rental assistance, transportation, and essential needs. Additional funding for this program is coming to King County. The purpose of this resolution is to advocate for having a greater distribution of these funds be directed to services in south King County. Catholic Community Services (CCS) is asking for City of Burien to support the attached resolution to have a greater percentage of funding directed to services in south King County.

H. January Federal Legislative Update (Page 350)

The January Federal Legislative Update, provided by Mike Doubleday, is attached for Council's review.

I. Support Letter for Transportation Grant (Page 360)

City Manager Wilson sent a letter (attached) to Secretary of Transportation Elaine Chao in support of WSDOT's application for a U.S. Department of Transportation INFRA grant for the Puget Sound Gateway Program. This program will extend SR 167 into the Port of Tacoma, extend SR 509, and improve Interstate 5, allowing for improved access to the Port of Seattle.

J. Proclamation for Affordable Housing Week (Page 363)

In a united effort to raise public awareness, communities throughout King County are participating in local Affordable Housing Week efforts to inform the public of the critical need to preserve and increase affordable housing in our communities. Proclaiming May 13–17 as Affordable Housing Week recognizes the need for collective efforts to preserve and increase affordable housing in our communities.

III. NOTICES: (PAGE 364)

The following (attached) Notices were published:

- Council Special Meeting Notice: Members of the Burien City Council may be attending an informational meeting with the Puget Sound Regional Council on March 1, 2019, from 1:30-2:30 p.m. at Burien City Hall, Miller Creek Conference Room.
- Notice of Application: PLA 19-0028, Brett Brinton, Owner. Shoreline Variance Request for a remodel and expansion of an owner occupied single family residence.
- Notice of Application: PLA 18-2580, Millennial Builders LLC. Four lot residential short plat.
- Notice of Decision: PLA 18-1151, Muhammad Nawaz dba A-Seattle Towing. Approval of Type 1 Land Use, subject to conditions.
- Notice of Decision: PLA 18-2594, Redpoint Development Group, LLC, Approval of Type 1 Land Use, subject to conditions.
- Notice of Decision: PLA 18-2115, Vinh Vuong, TP Homes, LLC; Approval of Type 1 Land Use, subject to conditions.
- Notice of Decision: PLA 18-2404, Preliminary Approval with Conditions for Preliminary Short Plat One Residential Lot Into two lots.
- Comprehensive Plan Amendment Request Notice: The City of Burien Planning Commission will hold a public meeting on March 13, 2019, at 7:00 p.m. at Burien City Hall, Multipurpose Room, for interested parties to learn about and comment on the preliminary docket of amendment requests.

WA State Opioid Response (SOR) Project

Washington State allocation

- \$21.6 million per year for Prevention, Treatment, and Recovery Support Services
- \$7.6 million per year is allocated for Opioid Treatment Networks
- Year 1 funding awarded (1/2019 to 9/29/2019)
- Year 2 funding pending (9/30/2019 to 9/29/2020)
- SCORE Funding per year \$363,000

State Opioid Plan and SOR

- Address Goal 2 of the State Opioid Plan (Identify and treat opioid use disorder)
- Strategy 2.2 –Establish access in every region of the state to the full continuum of care for persons with opioid use disorder.
- Enhance MAT access to specialized and underserved communities
- Engage current and potential MAT prescribers
- Eliminate standard “treatment gap” by facilitating direct referrals and care coordination for ongoing MAT with Local MAT Treatment Sites.

State Opioid Plan progress report: <https://www.doh.wa.gov/YouandYourFamily/PoisoningandDrugOverdose/OpioidMisuseandOverdosePrevention>

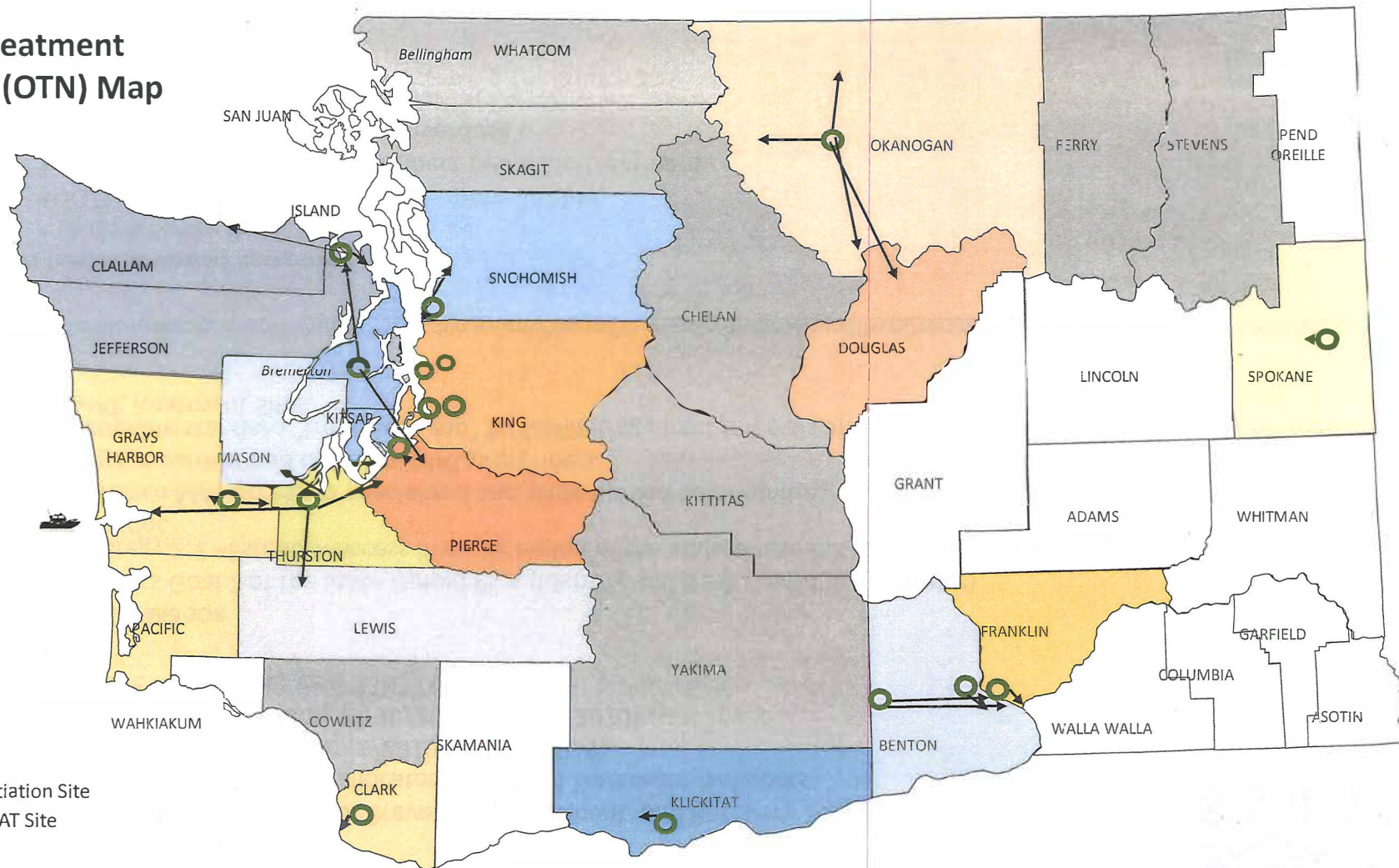
1

Opioid Treatment Network Background

- Hub & Spoke (H&S)
- OTNs are 2nd Generation H&S—more flexible
- Use of Care Navigators to connect people to treatment
- Reach people at high risk for overdose
- Meet people “where they are at”



Opioid Treatment Network (OTN) Map



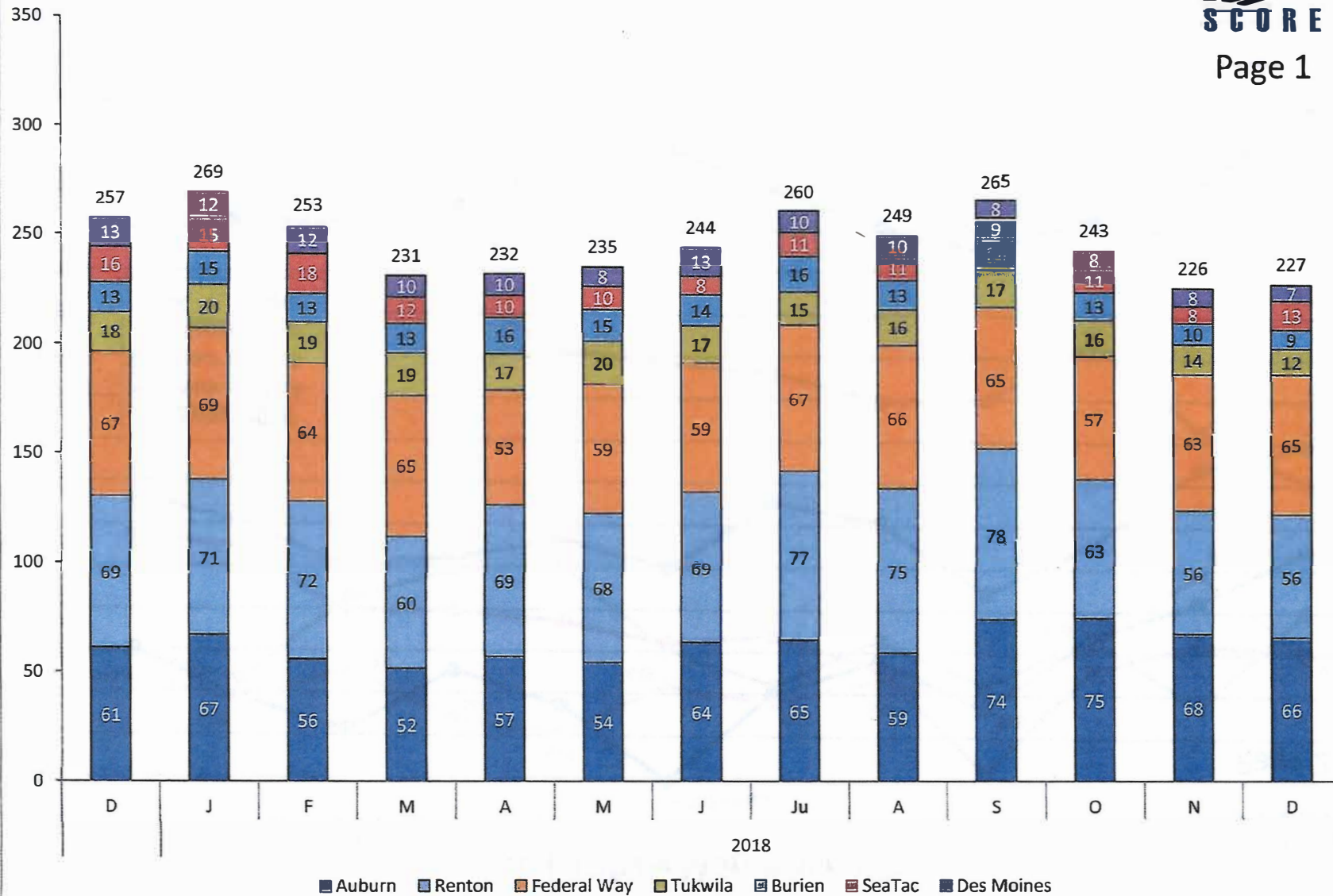
DATA SOURCE: Division of Behavioral Health and Recovery.

NOTES: OTN MAT site locations may represent more than one clinic or agency providing MAT services or referrals

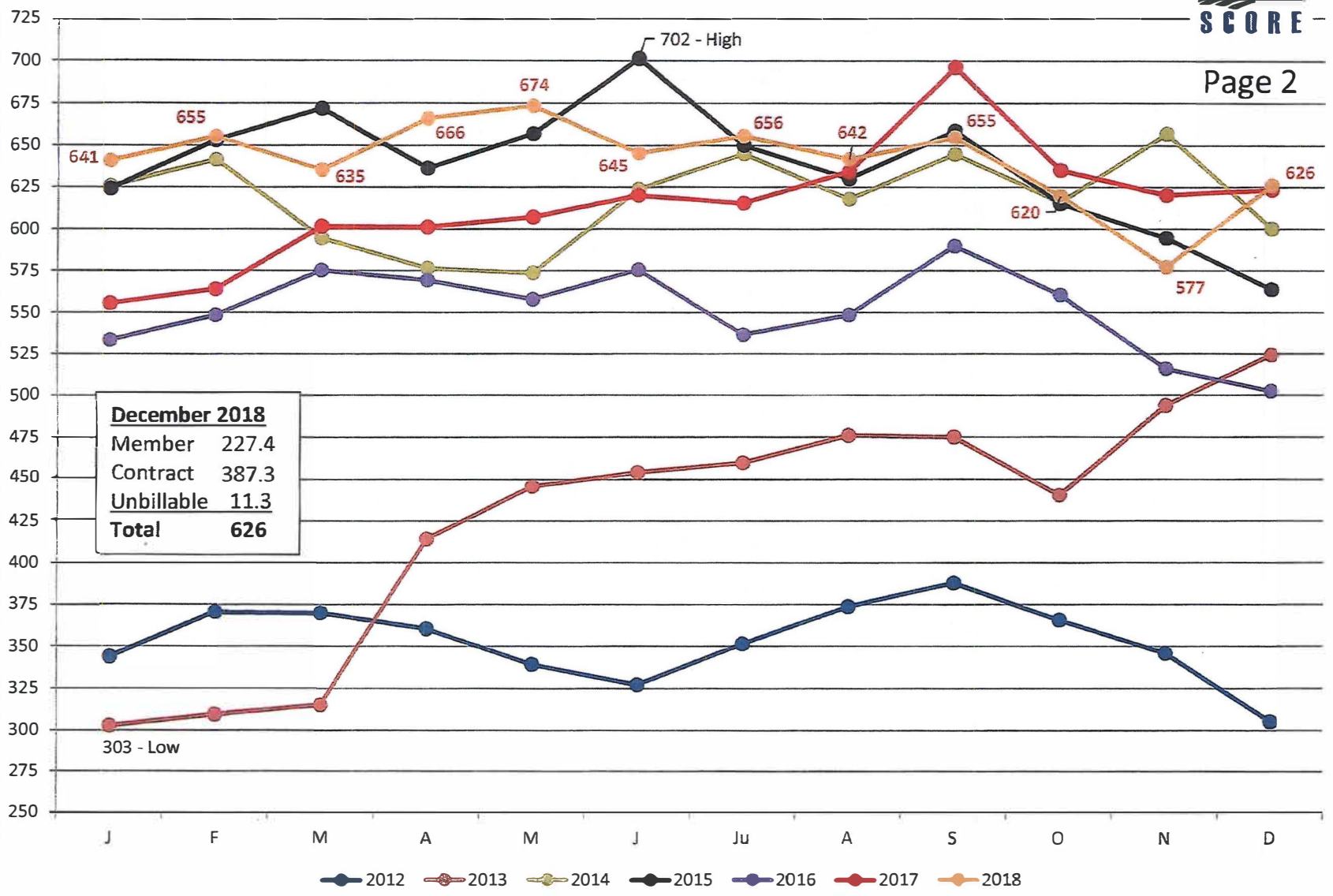
DECEMBER 2018 JAIL STATISTICS



SCORE Member City Billable Average Daily Population

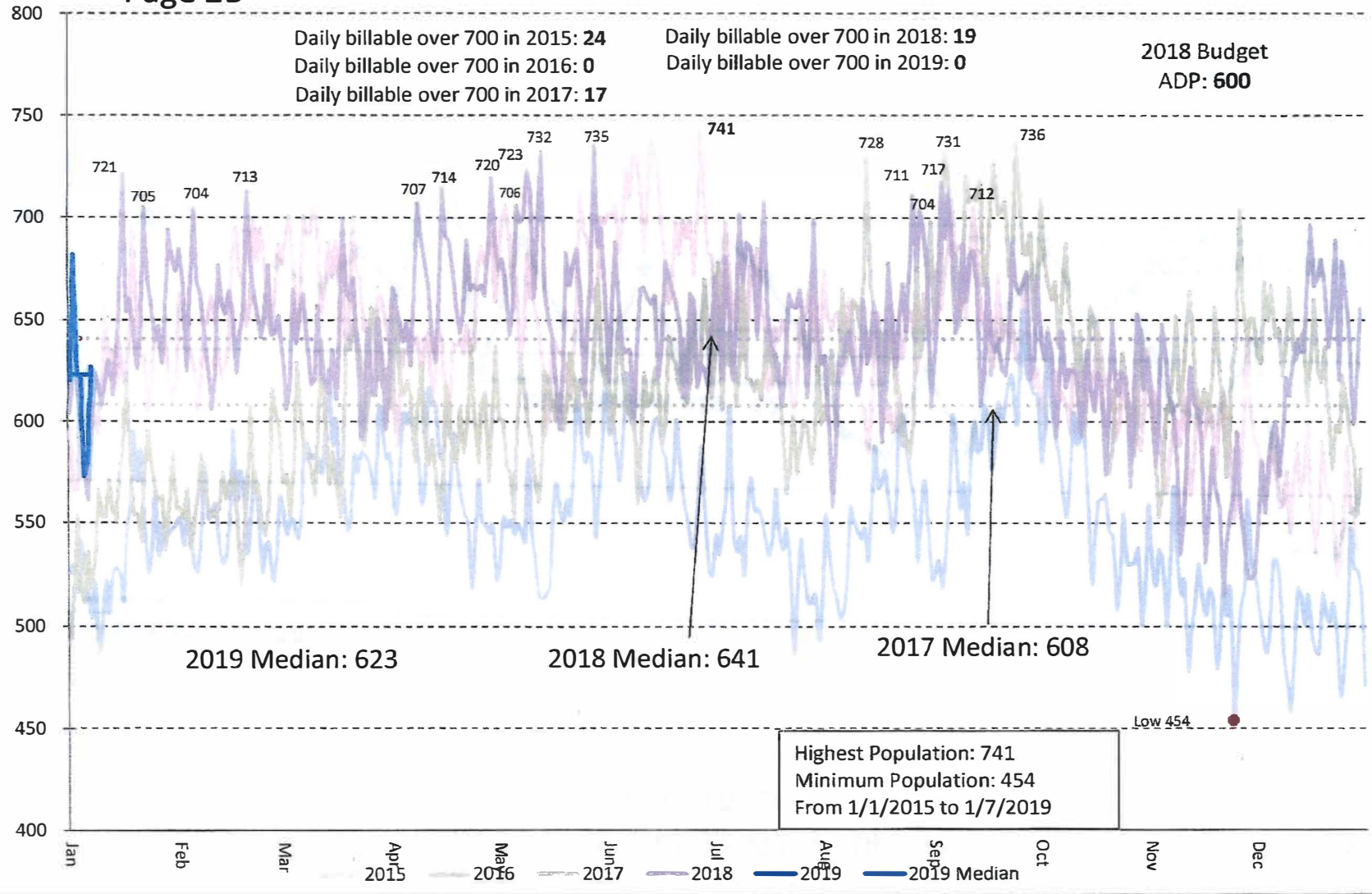


Total ADP by Month and Year

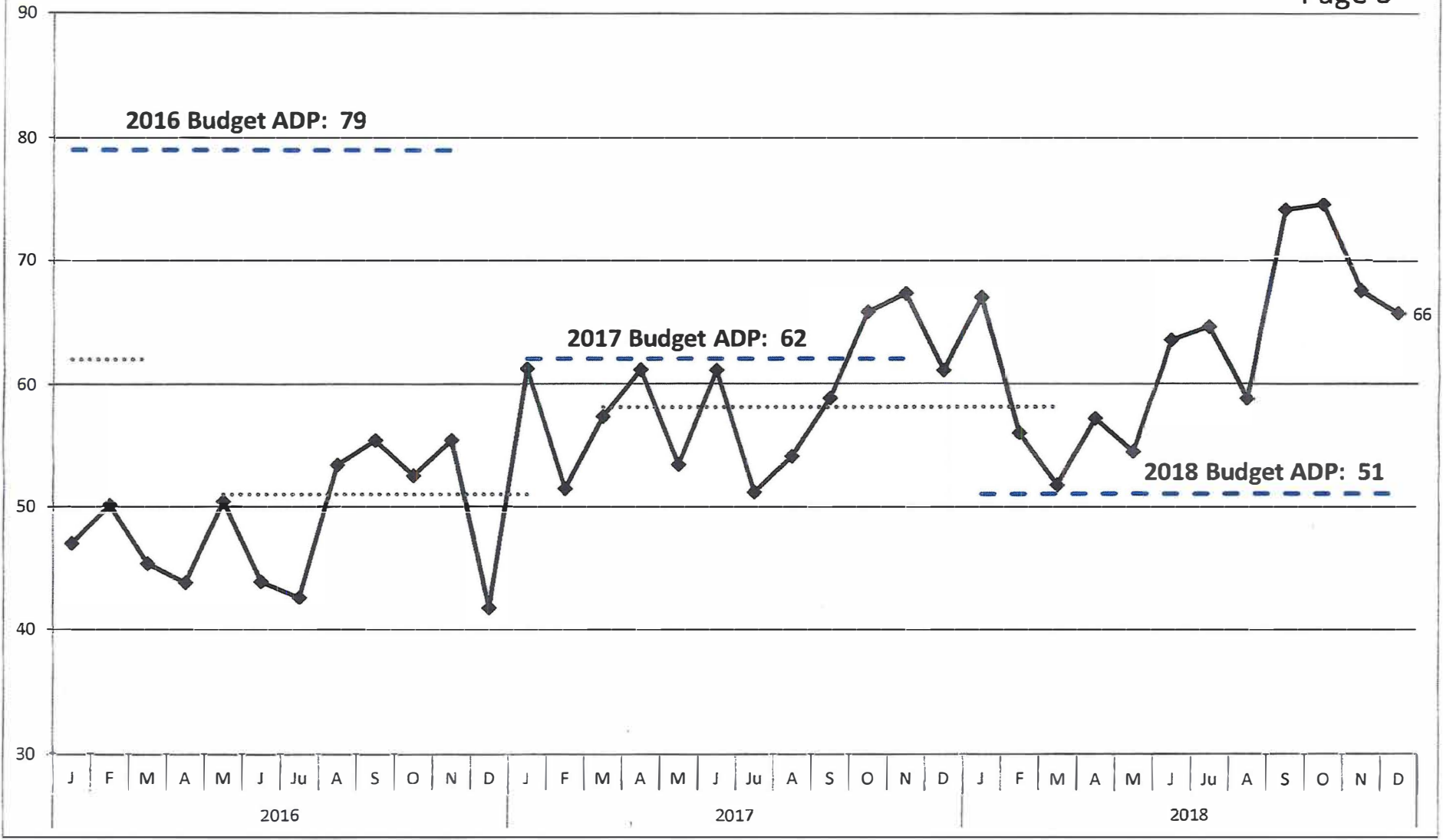




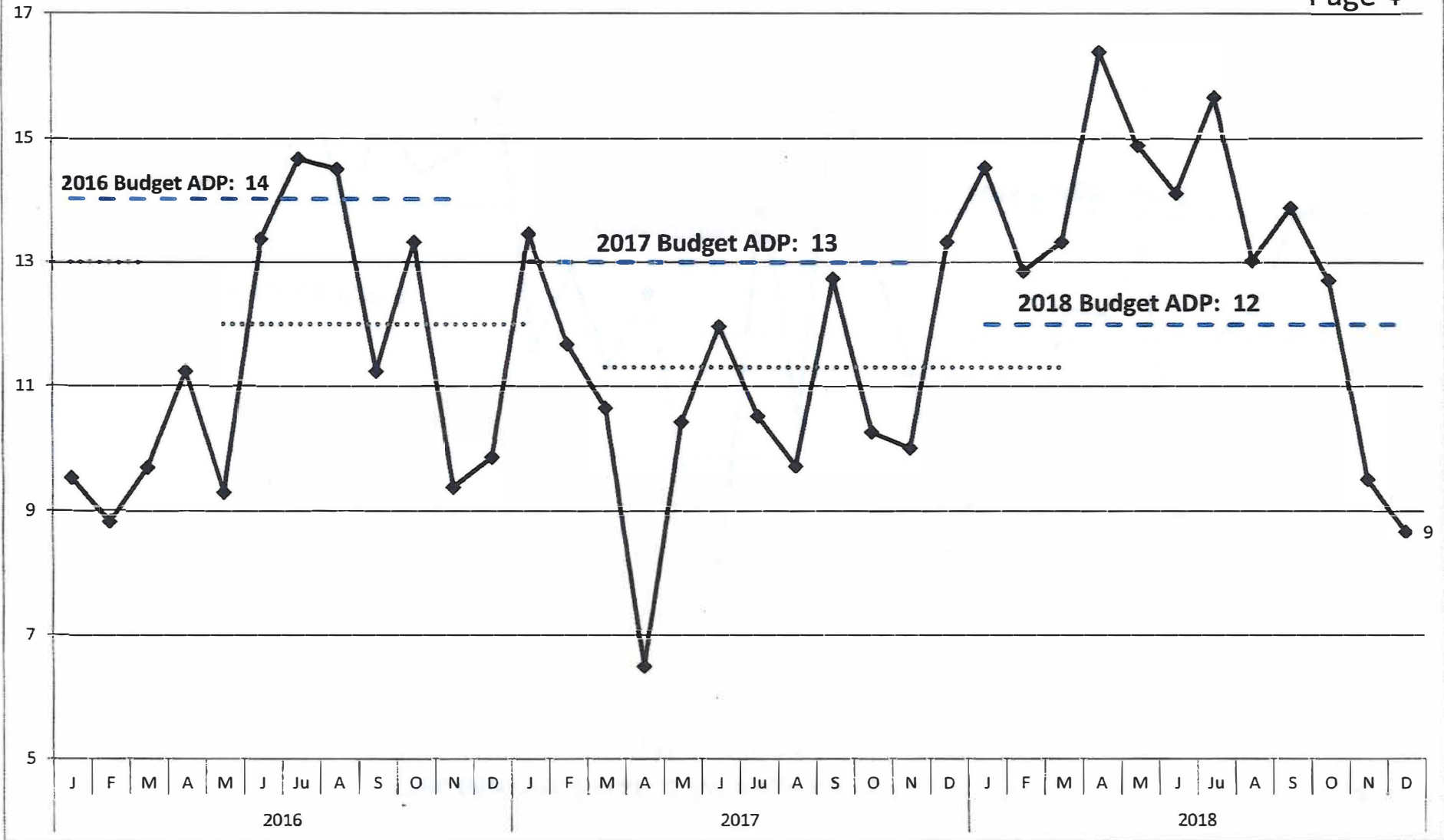
Daily Billable Population - Since 1/1/2015



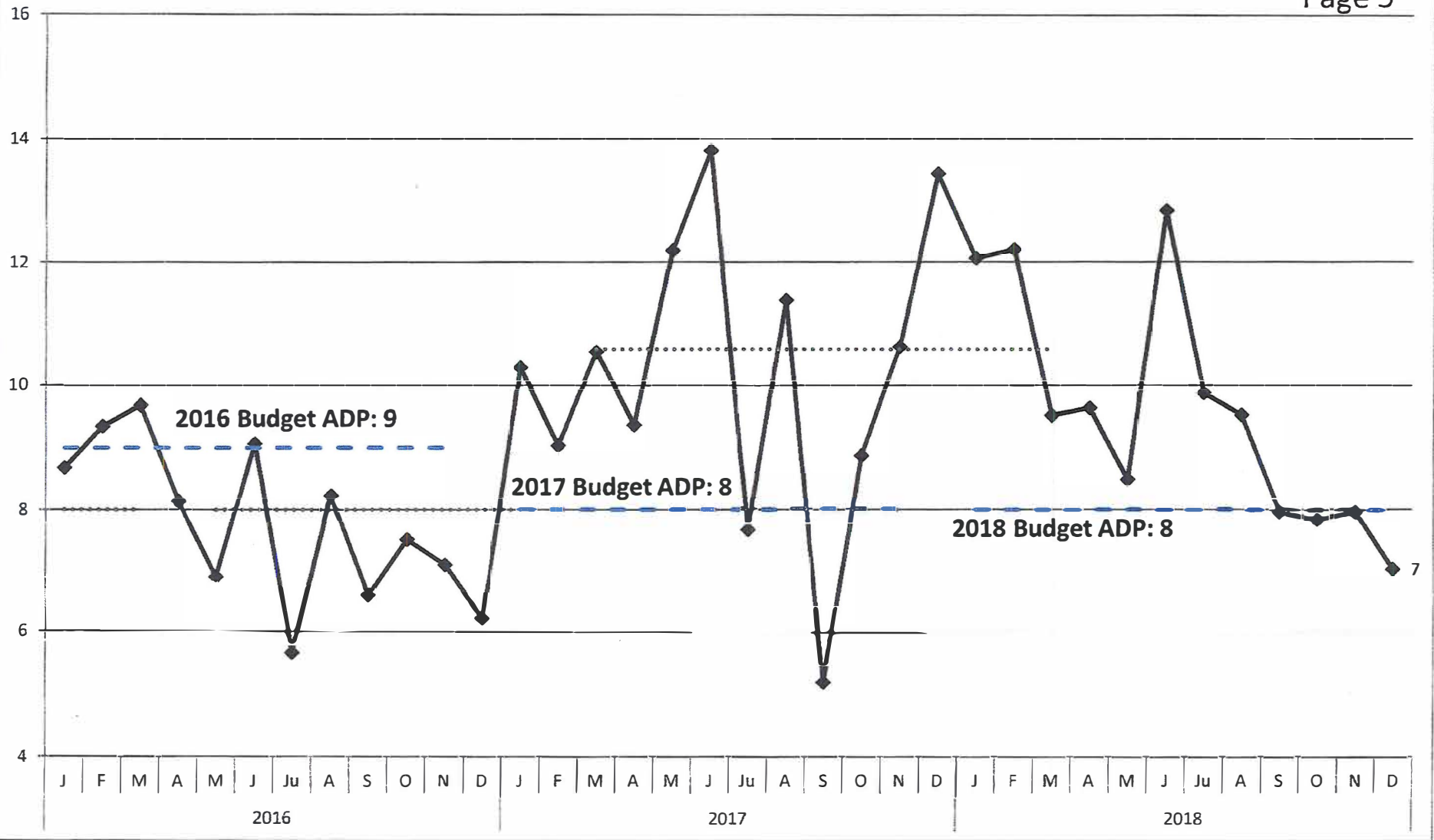
Auburn Billable Average Daily Population 2016 - 2018



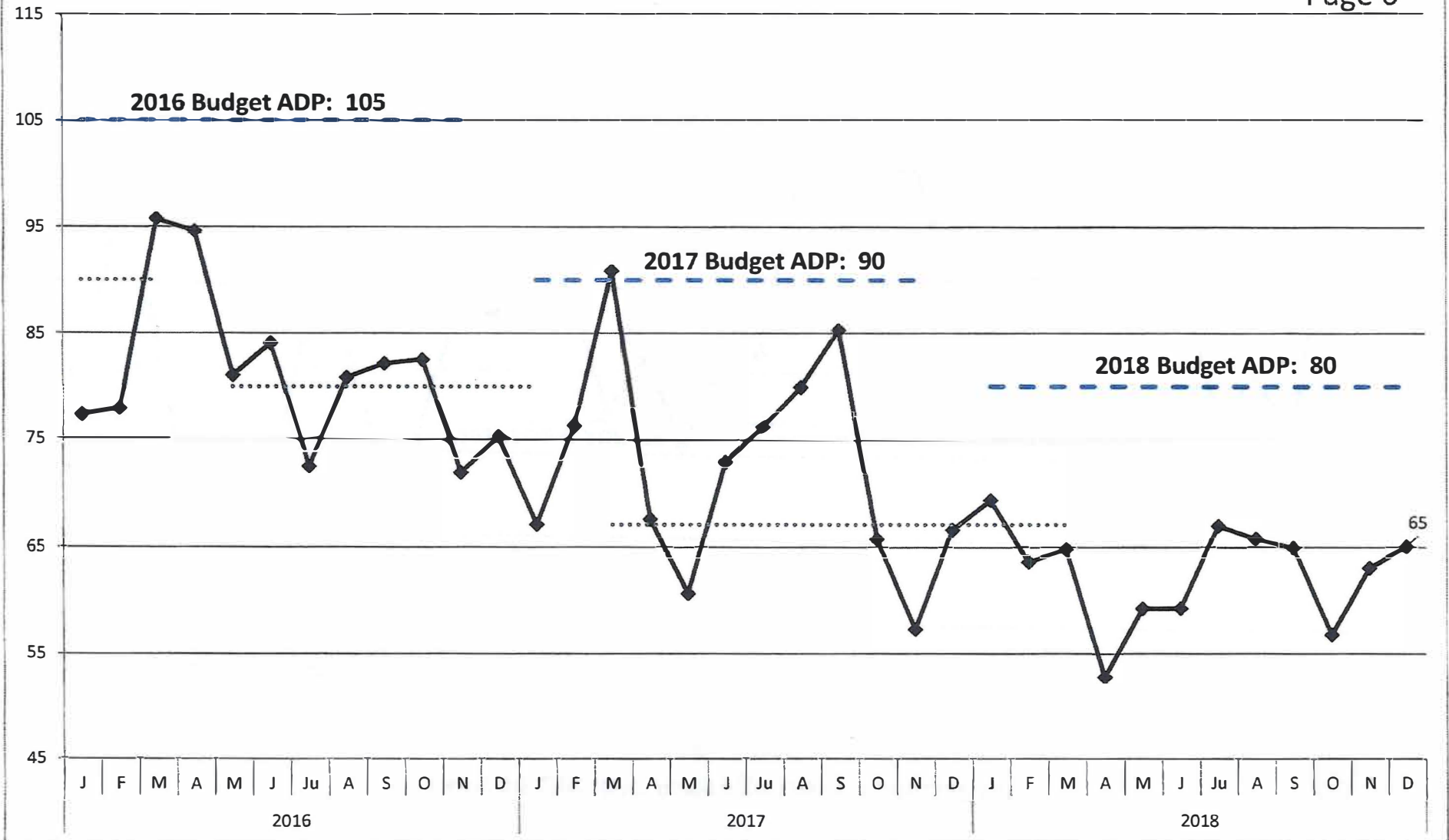
Burien Billable Average Daily Population 2016 - 2018



Des Moines Billable Average Daily Population 2016 - 2018



Federal Way Billable Average Daily Population 2016 - 2018

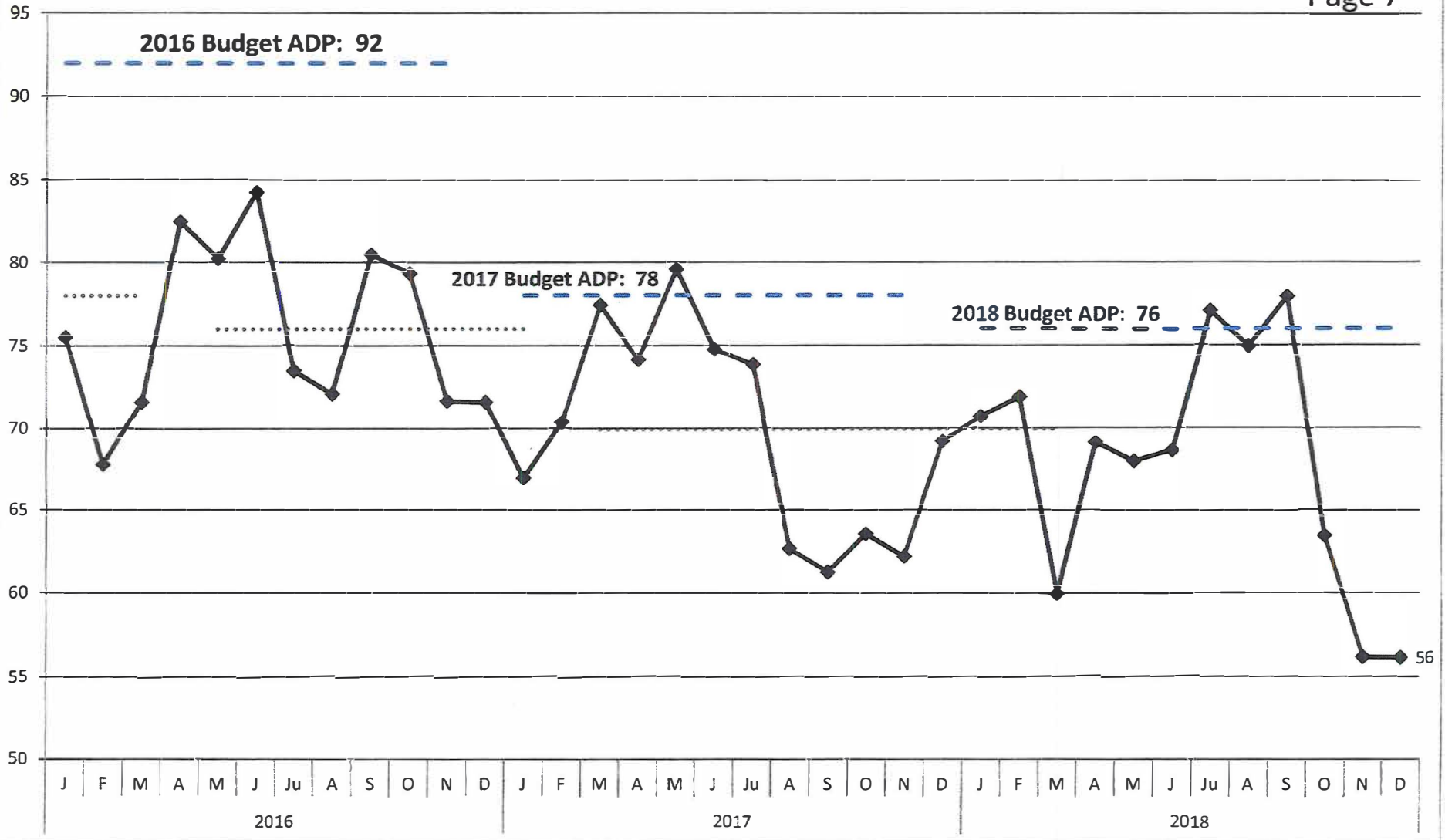


Renton Billable Average Daily Population 2016 - 2018

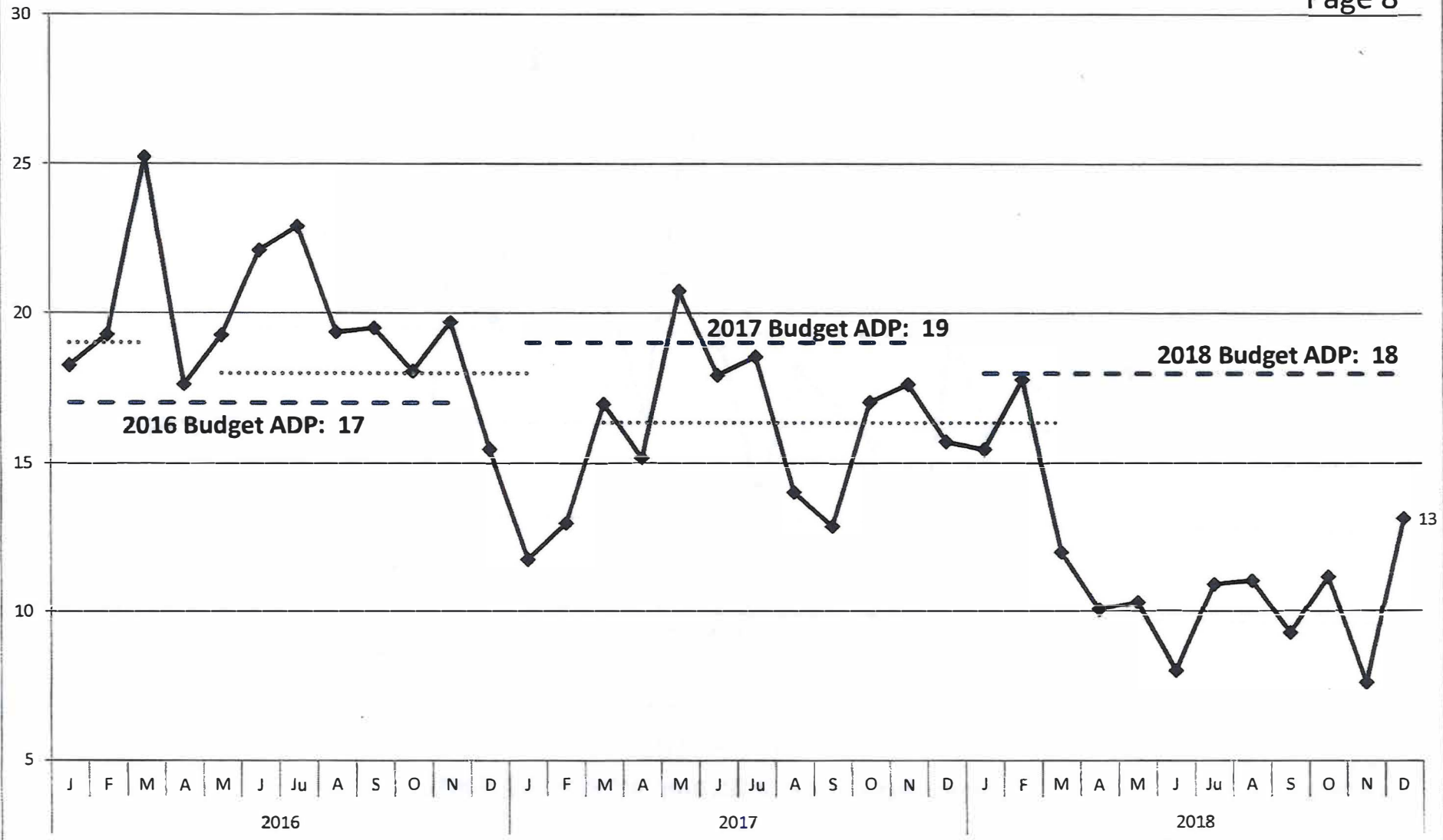


SCORE

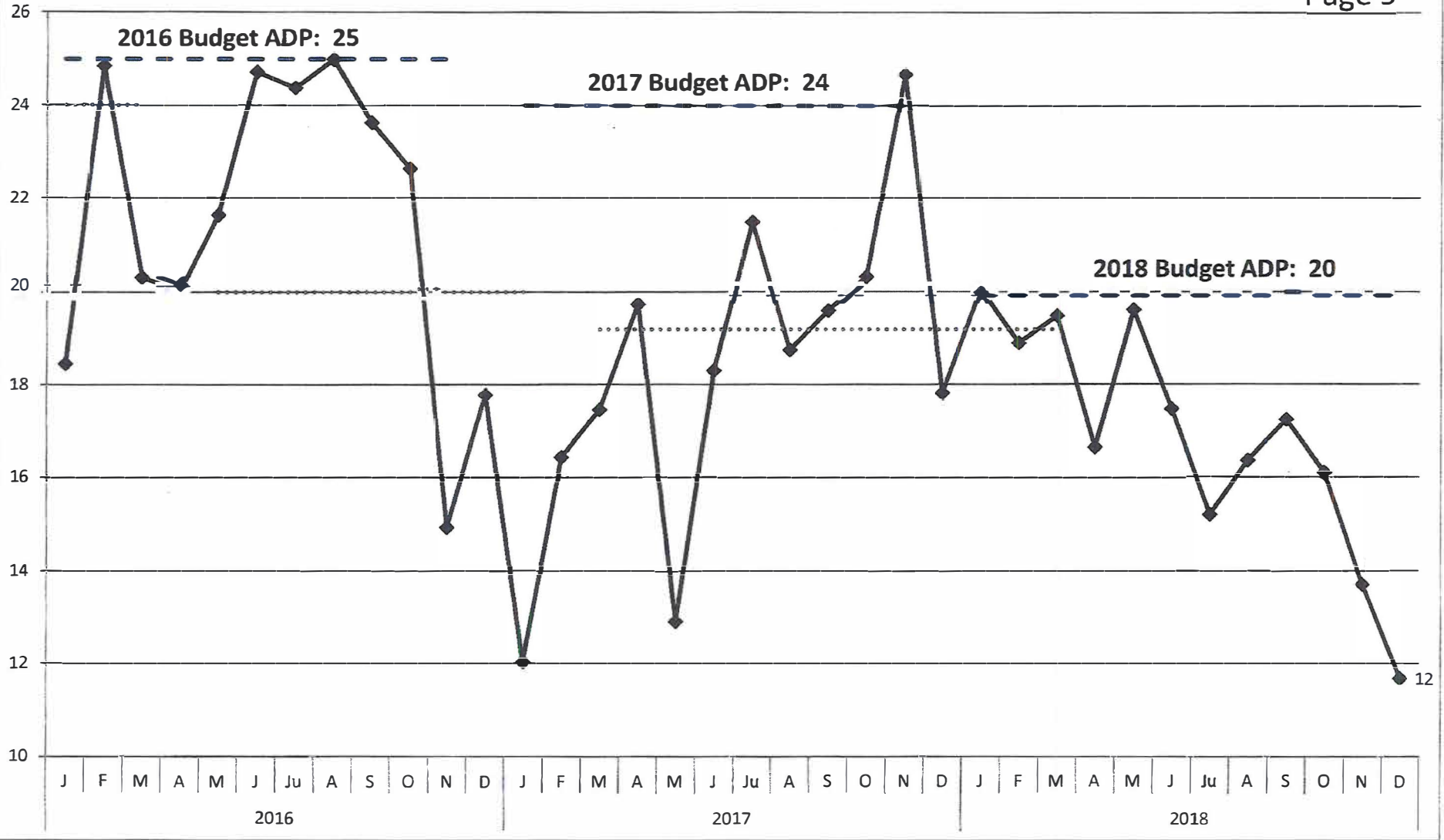
Page 7



SeaTac Billable Average Daily Population 2016 - 2018

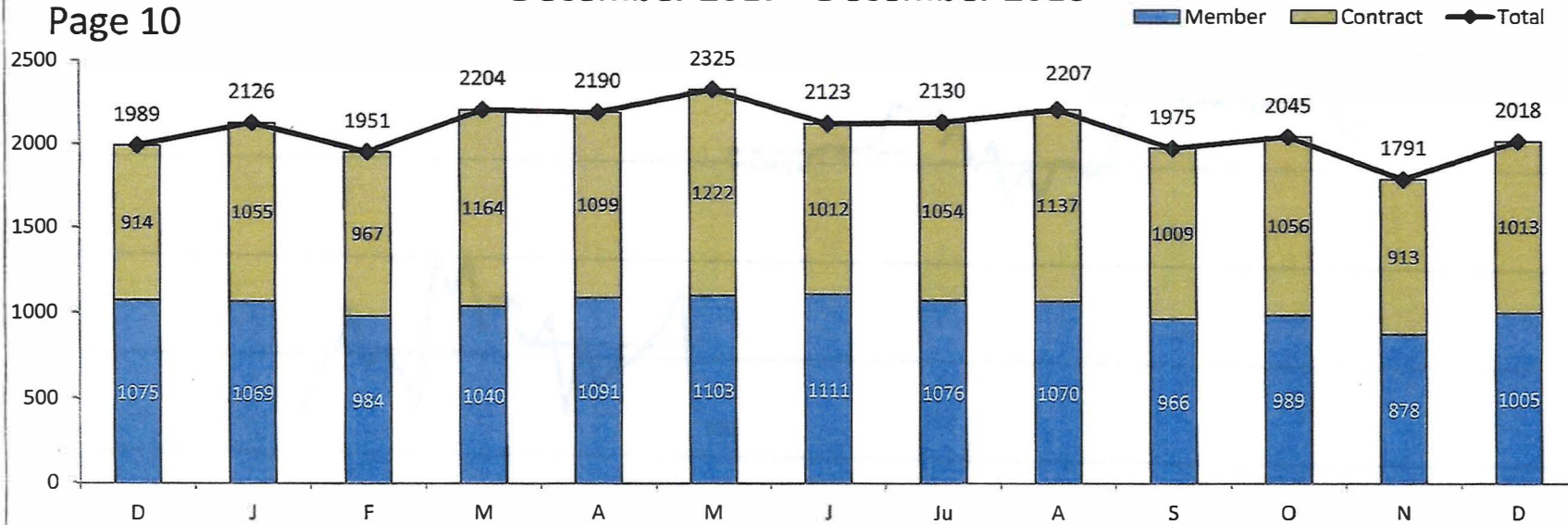


Tukwila Billable Average Daily Population 2016 - 2018

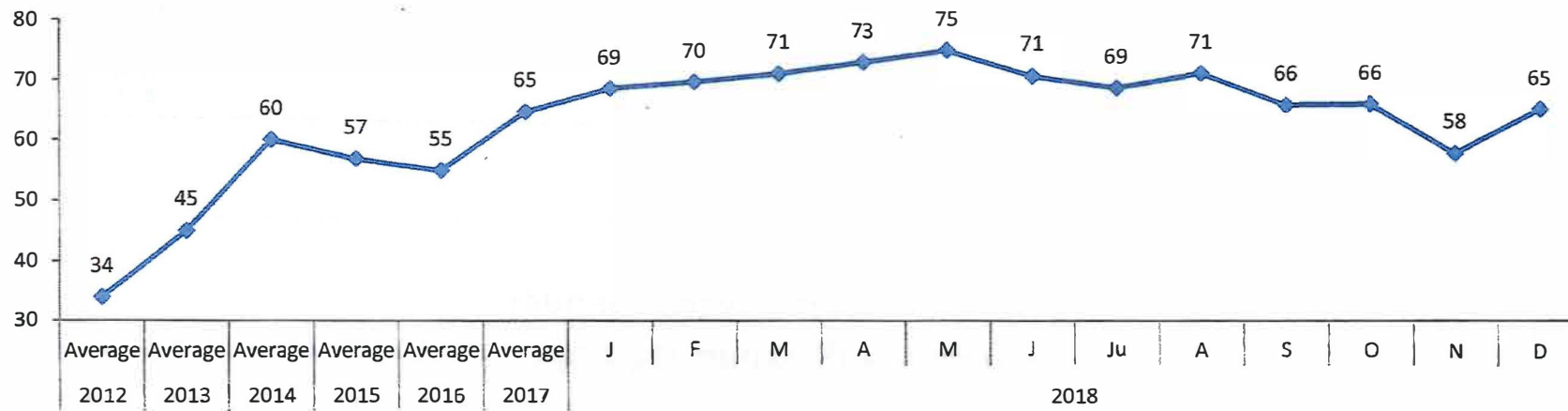




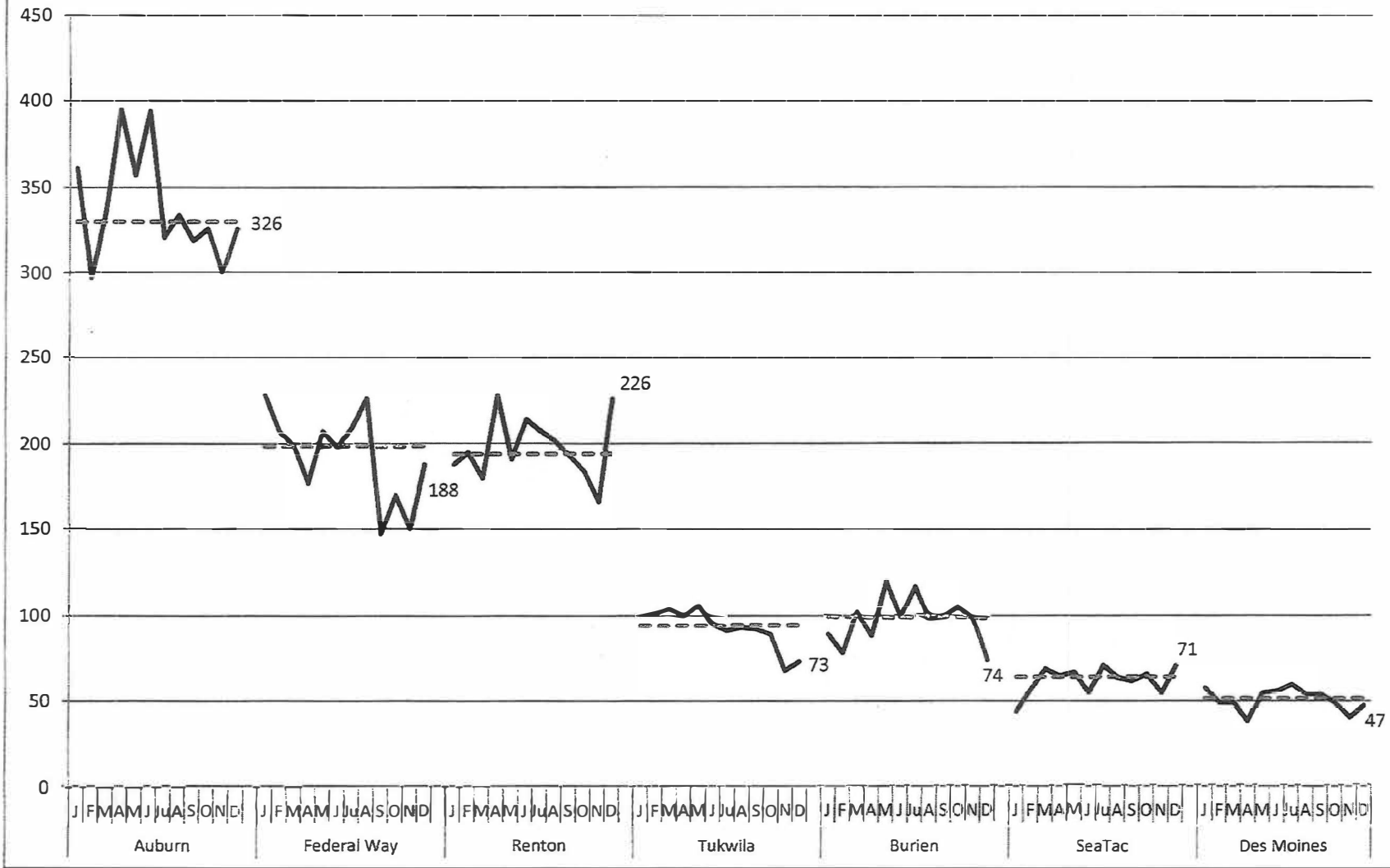
Total Bookings for Member and Contract Agencies December 2017 - December 2018



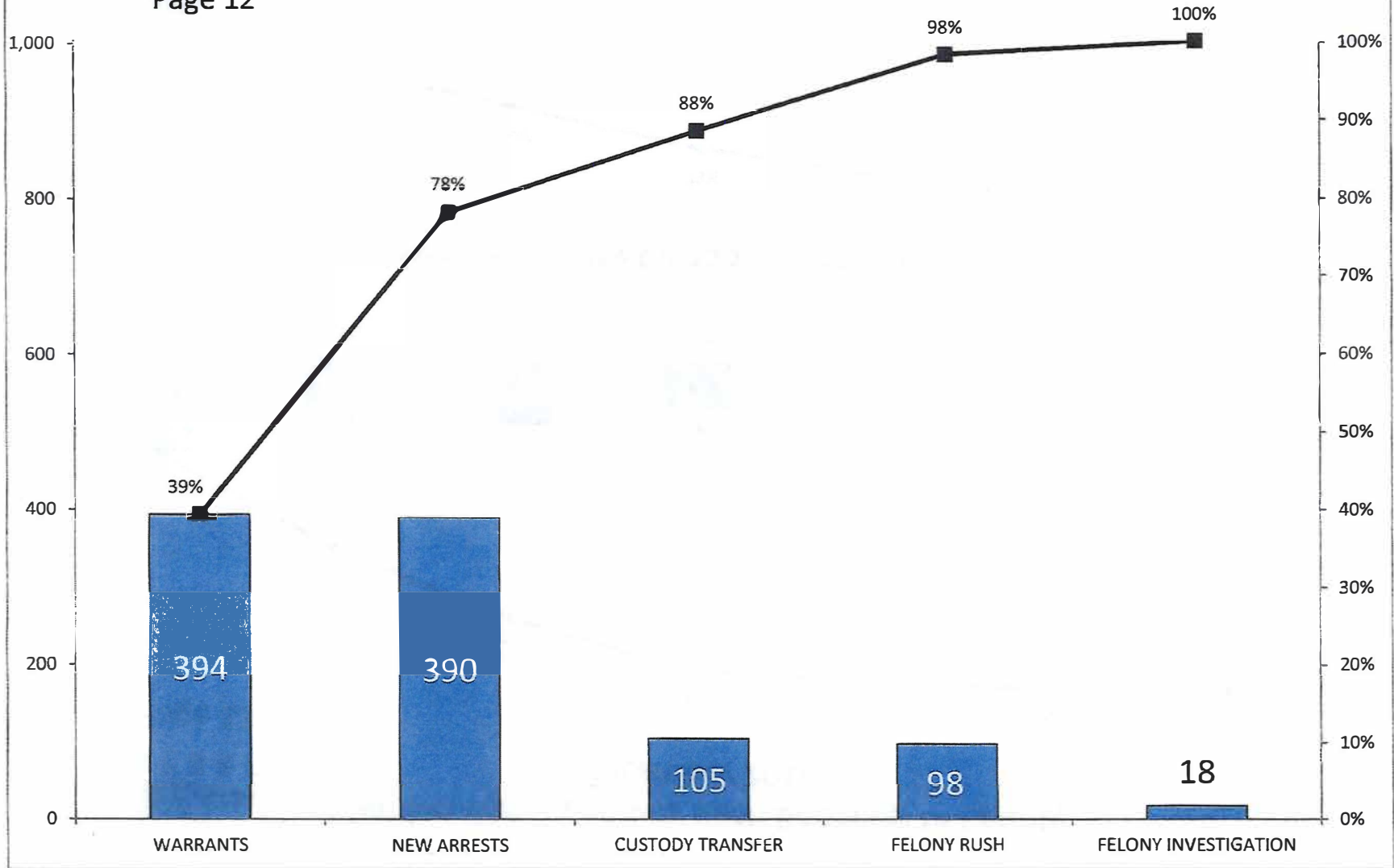
Daily Average Bookings



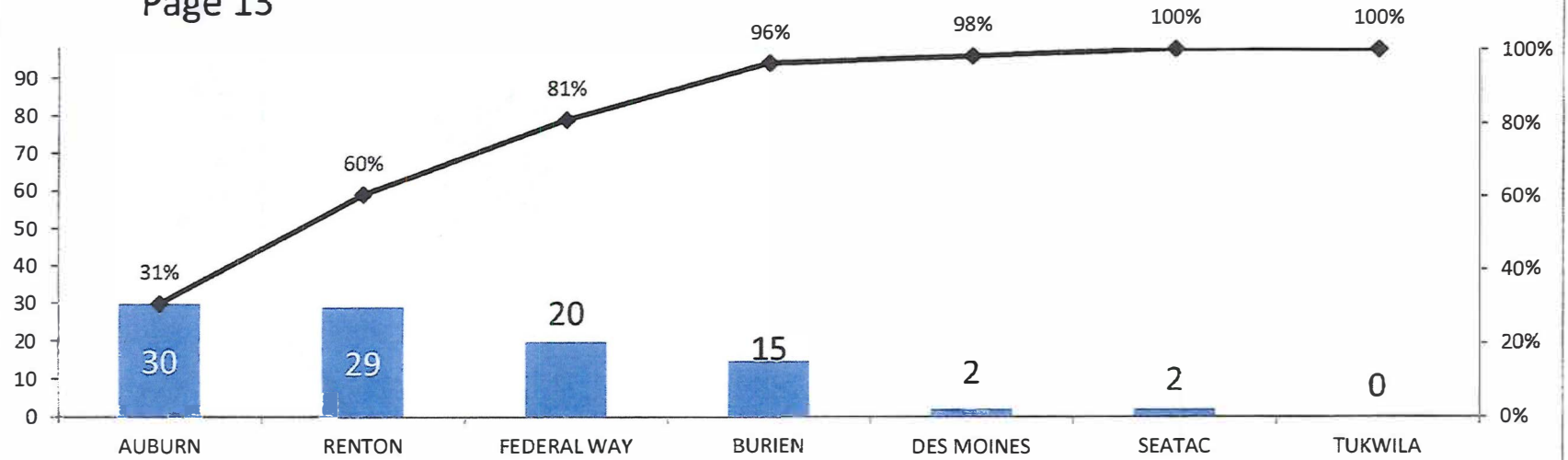
Member Bookings by Agency January 2018 to December 2018



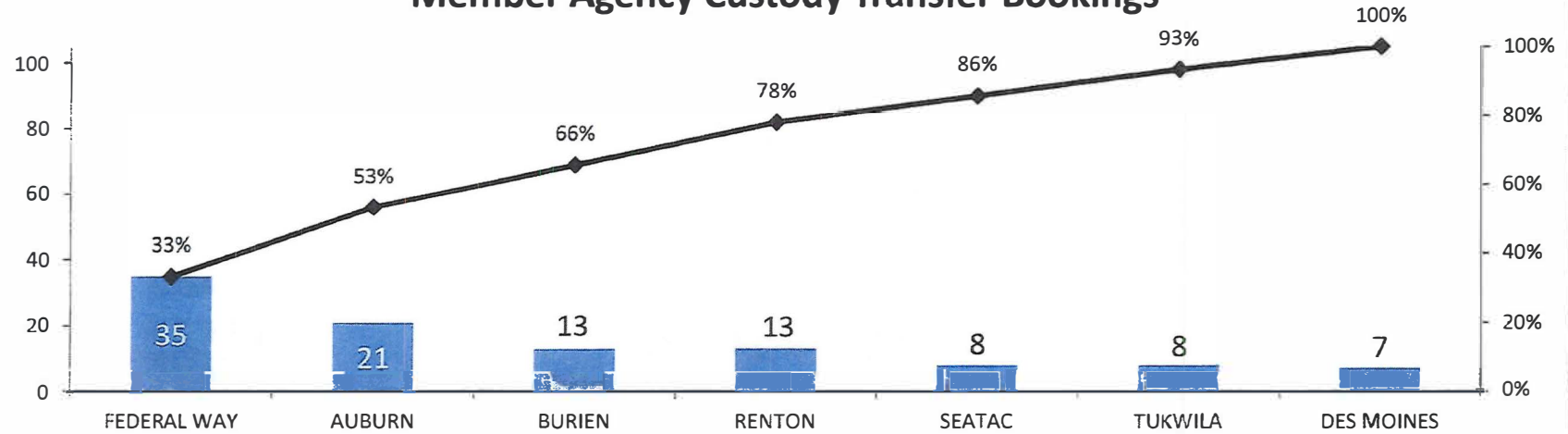
Member Agency Bookings by Type December 2018



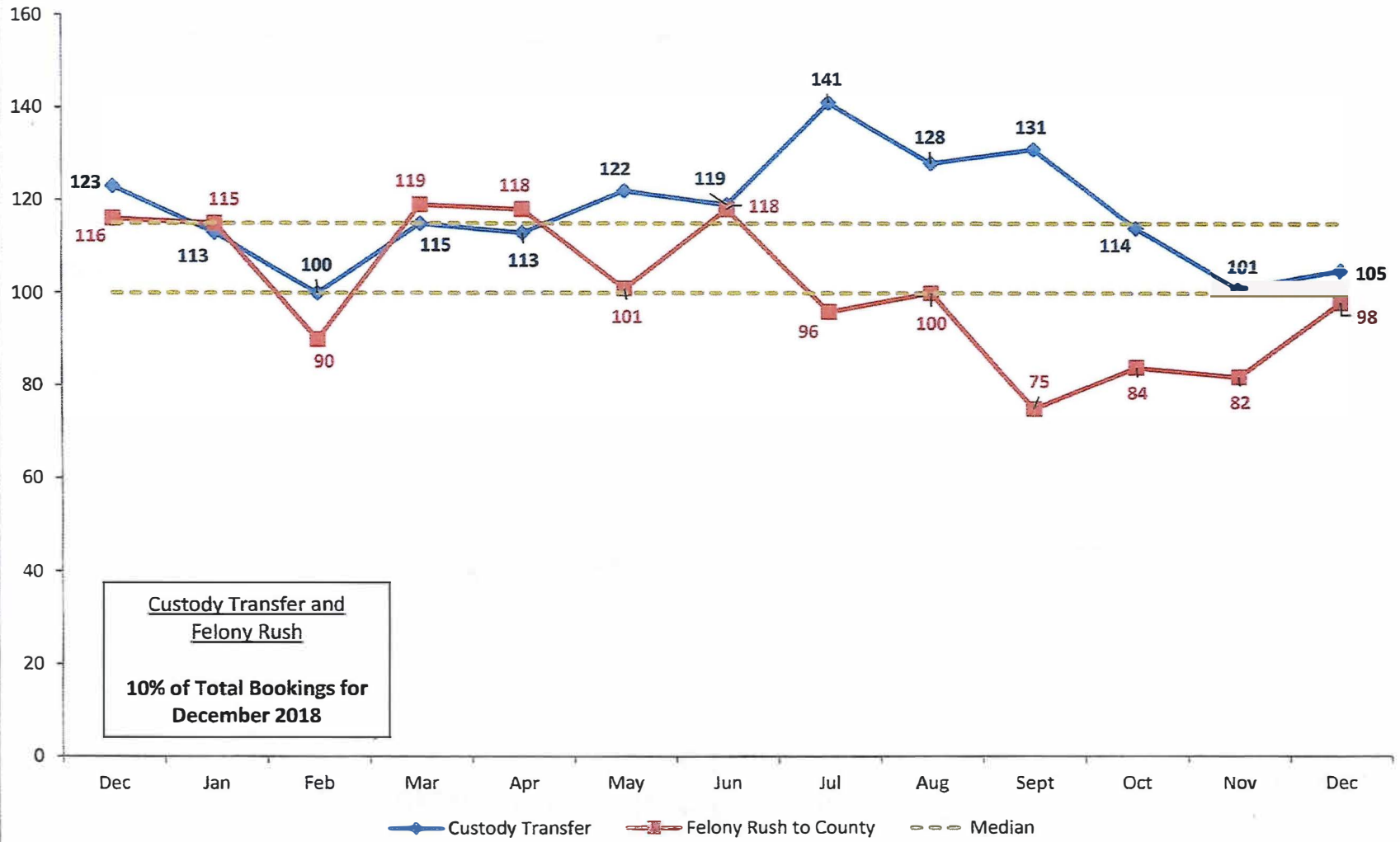
Member Agency Felony Rush Bookings to County December 2018



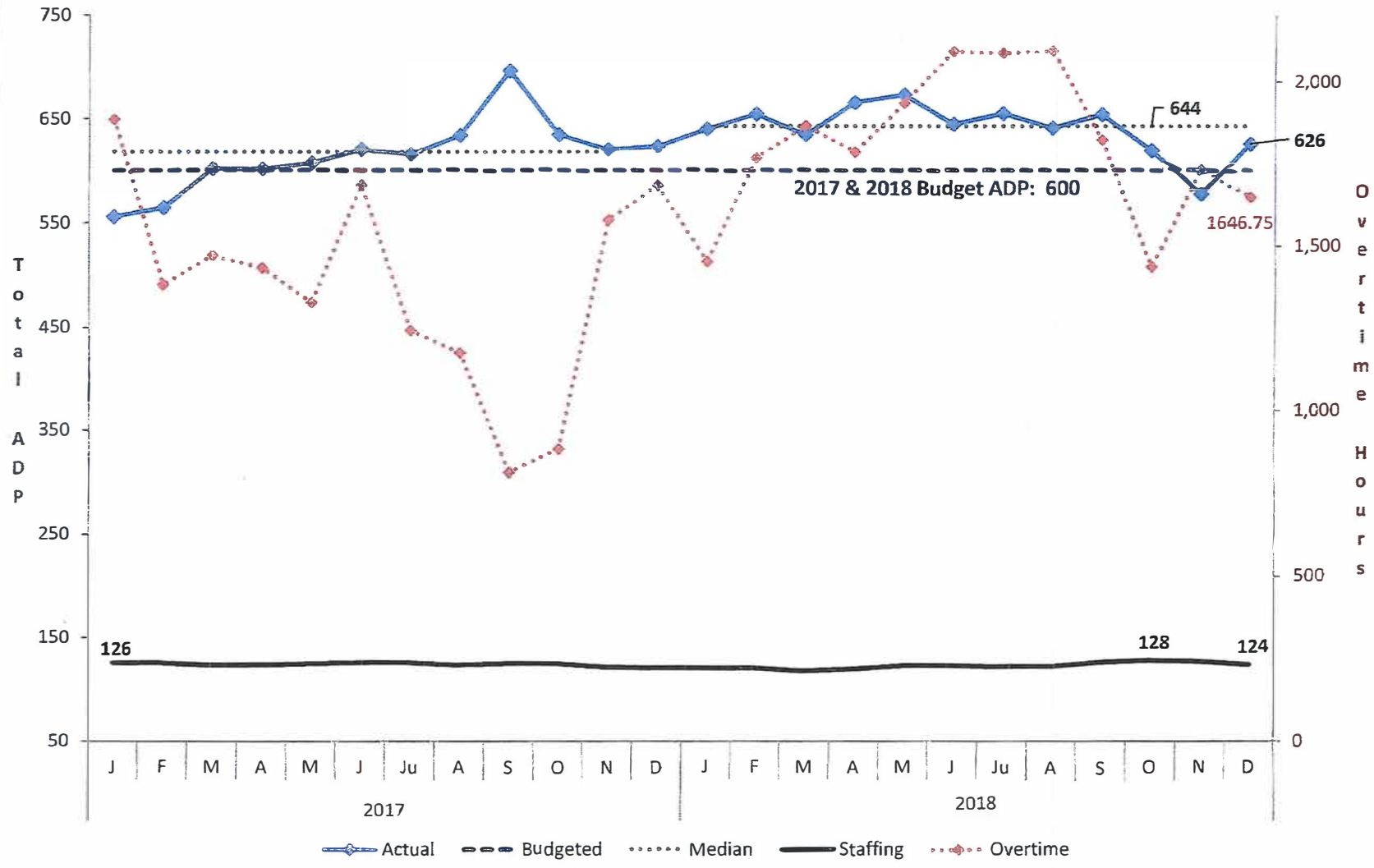
Member Agency Custody Transfer Bookings



SCORE Unbillable Bookings December 2017 to December 2018



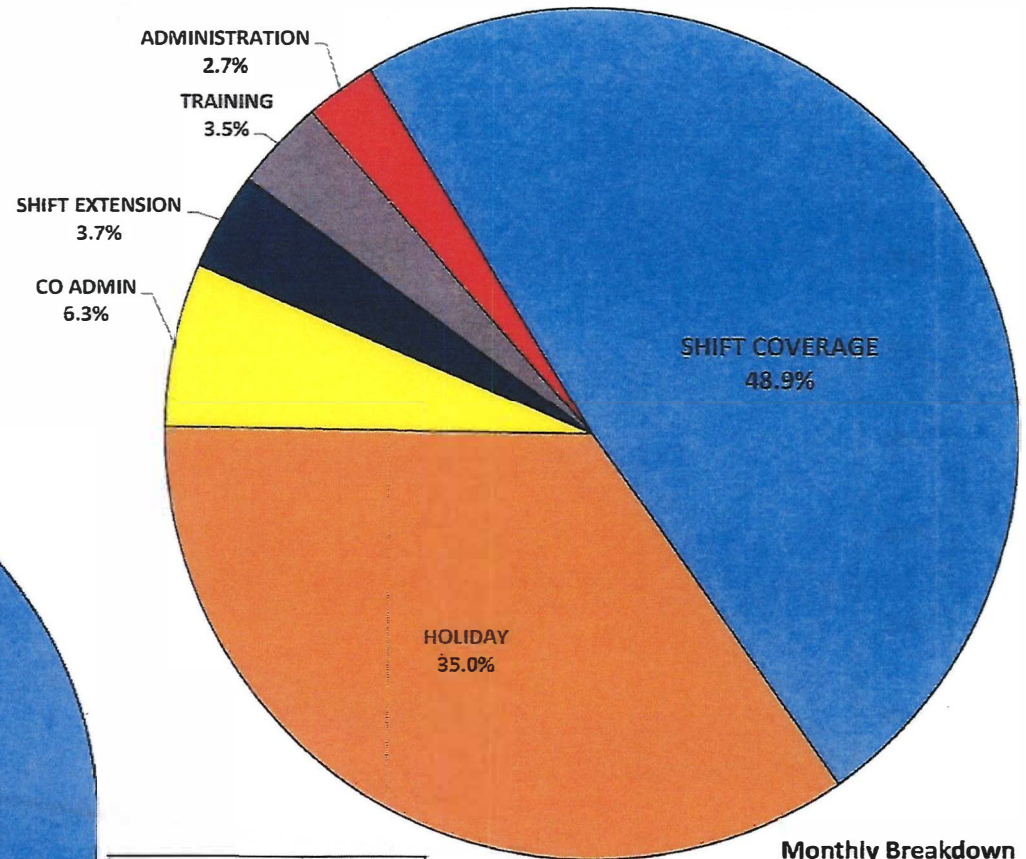
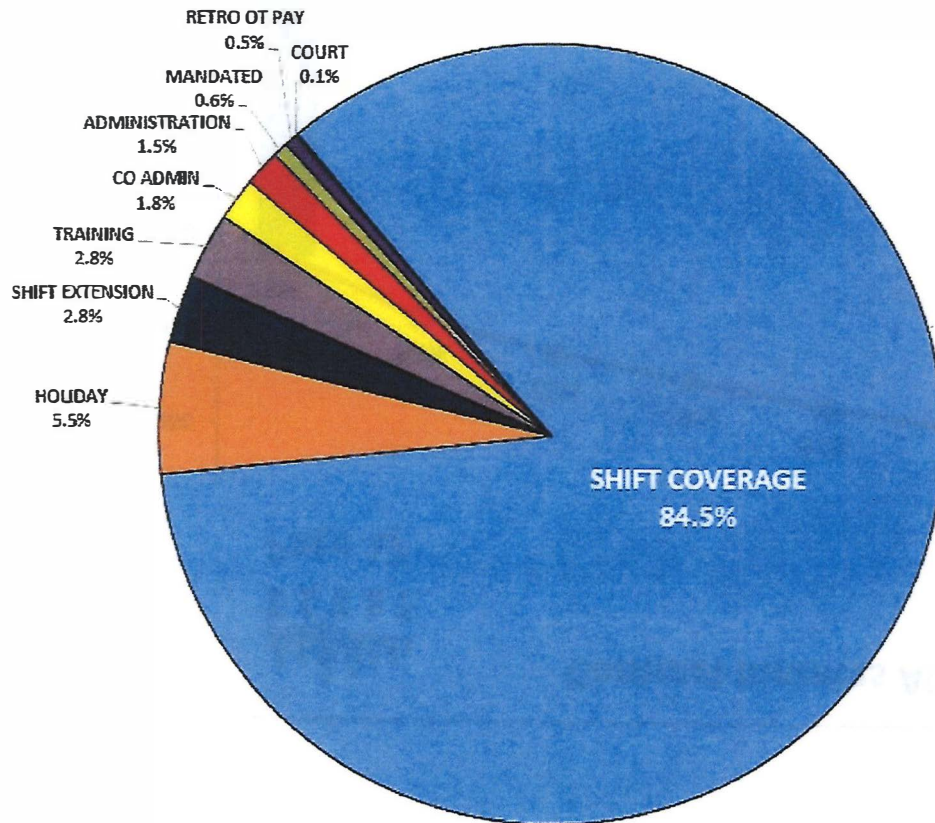
Actual vs Budgeted ADP with Staffing Levels and Overtime Hours 2017 to Present





Overtime Hours Breakdown - December 2018

2018 Overtime Breakdown



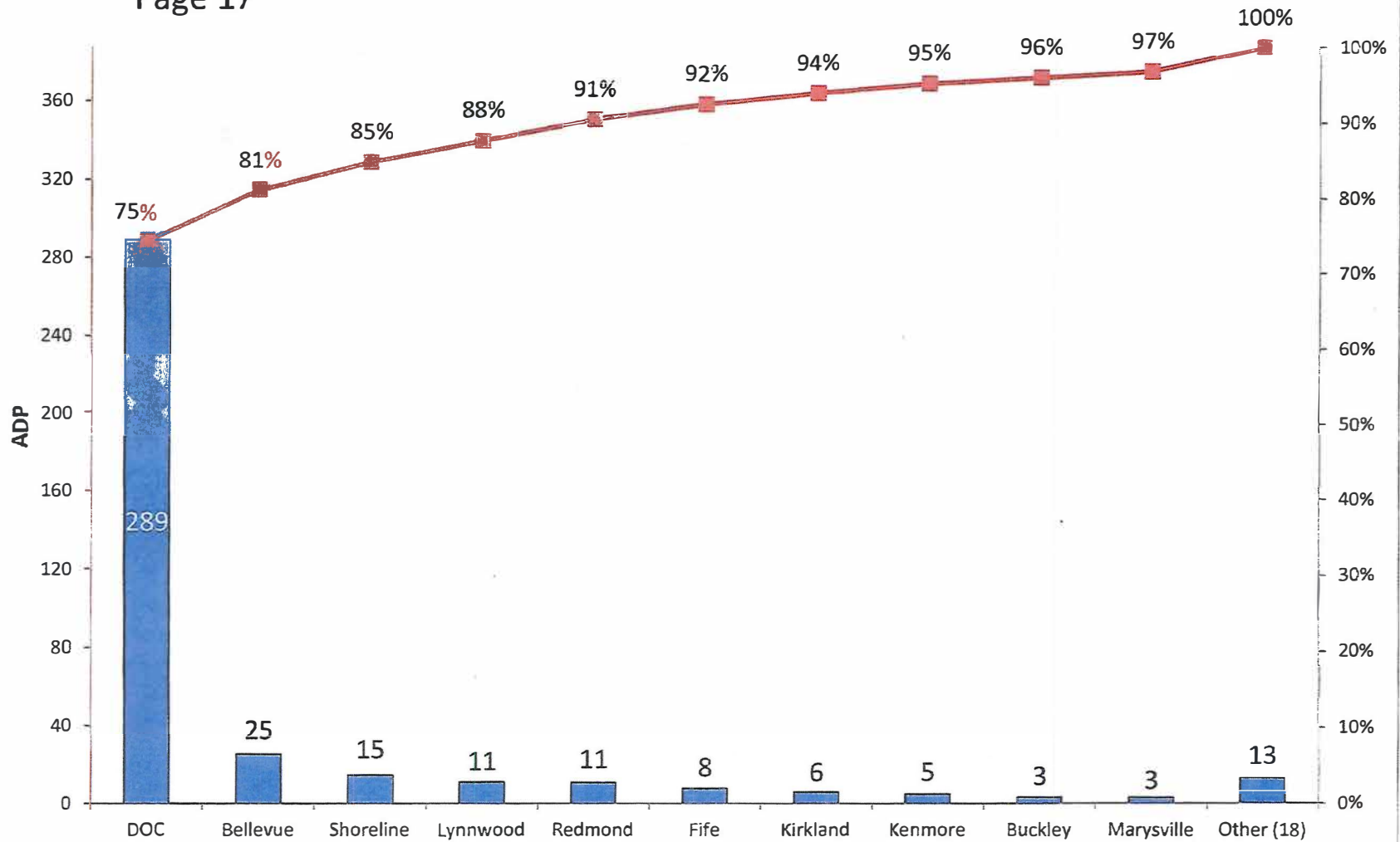
2018 Breakdown	Hours
SHIFT COVERAGE	18,351.75
HOLIDAY	1,188.50
SHIFT EXTENSION	605.75
TRAINING	598.50
CO ADMIN	384.75
ADMINISTRATION	323.25
MANDATED	136.00
RETRO OT PAY	116.00
COURT	20.25
Total	21,724.75

Monthly Breakdown

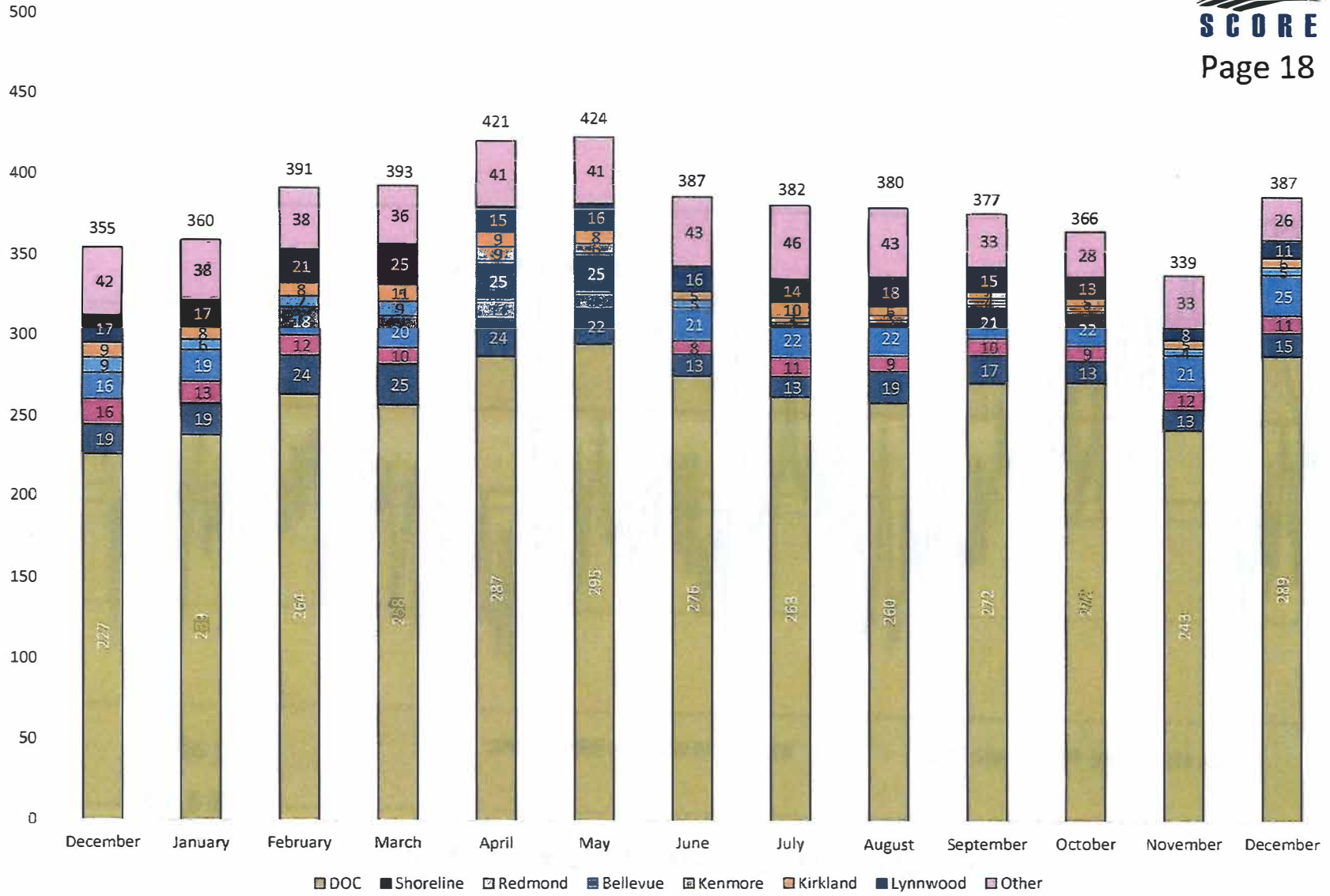
Type	Hours
SHIFT COVERAGE	805.25
HOLIDAY	576.00
CO ADMIN	103.00
SHIFT EXTENSION	60.75
TRAINING	57.50
ADMINISTRATION	44.25
COURT	-
RETRO OT PAY	
Total OT Hours	1,646.75



Contract Inmates ADP - December 2018

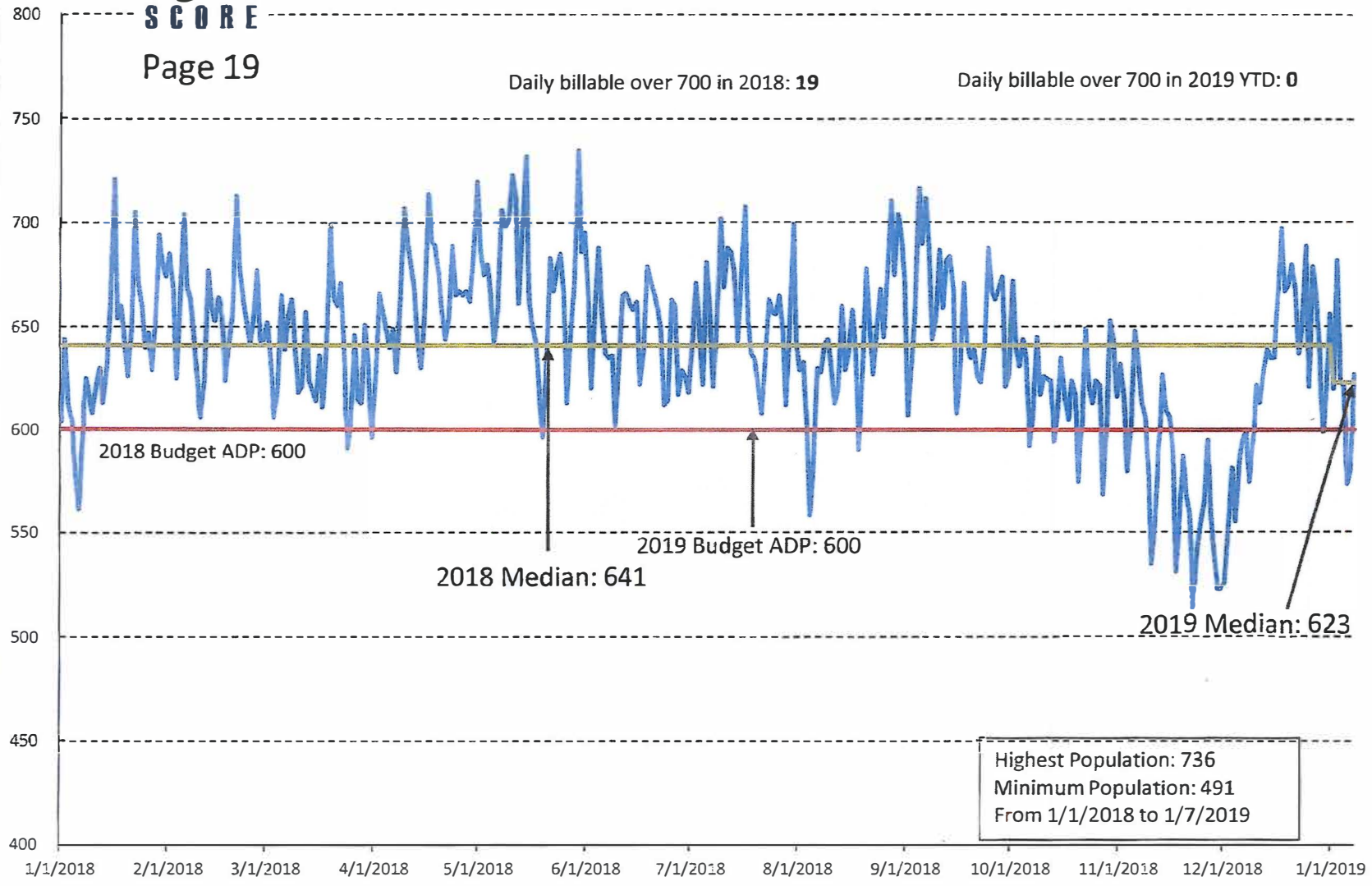


Contract Cities ADP by Month





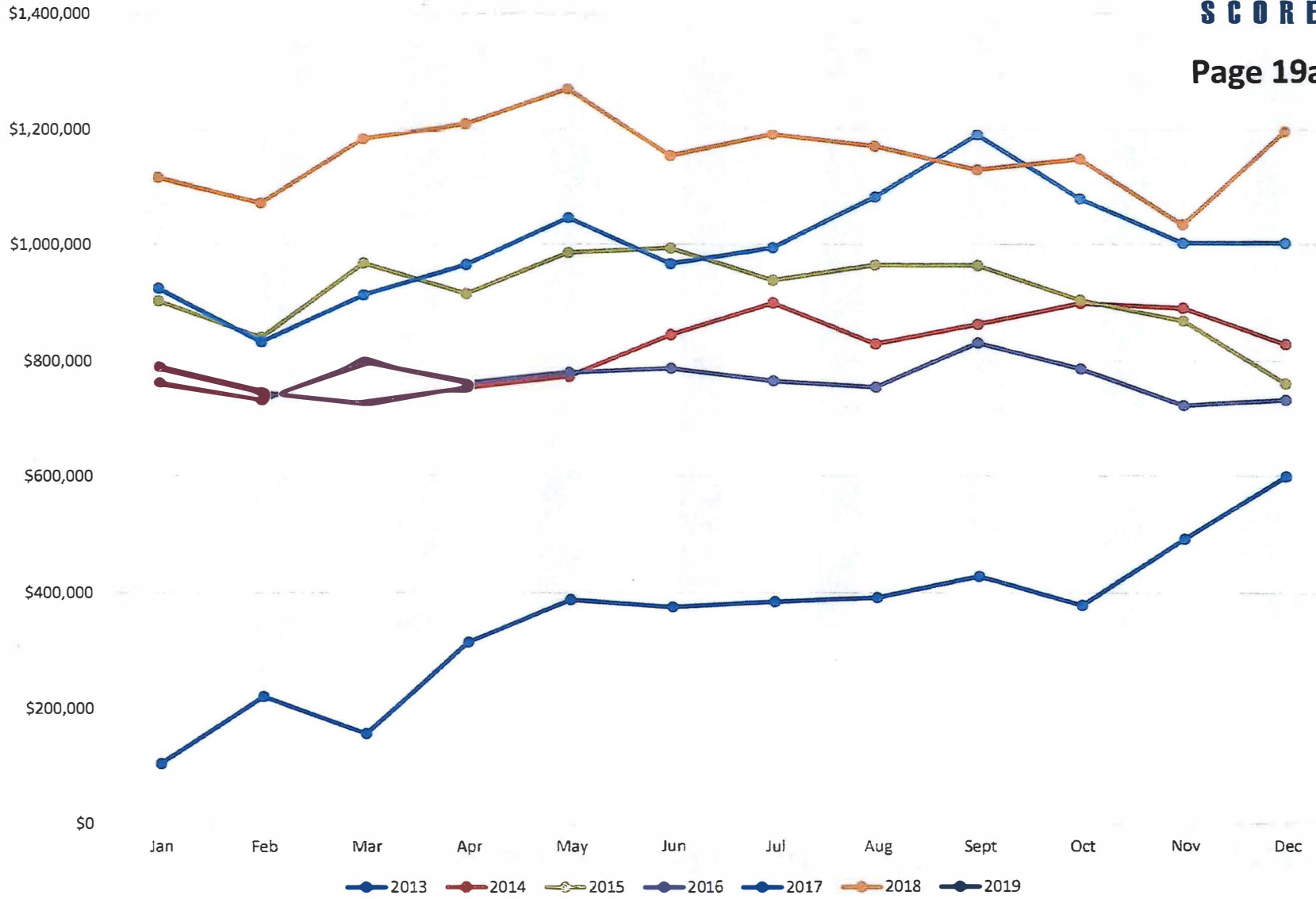
Daily Billable Population - Since 1/1/2018



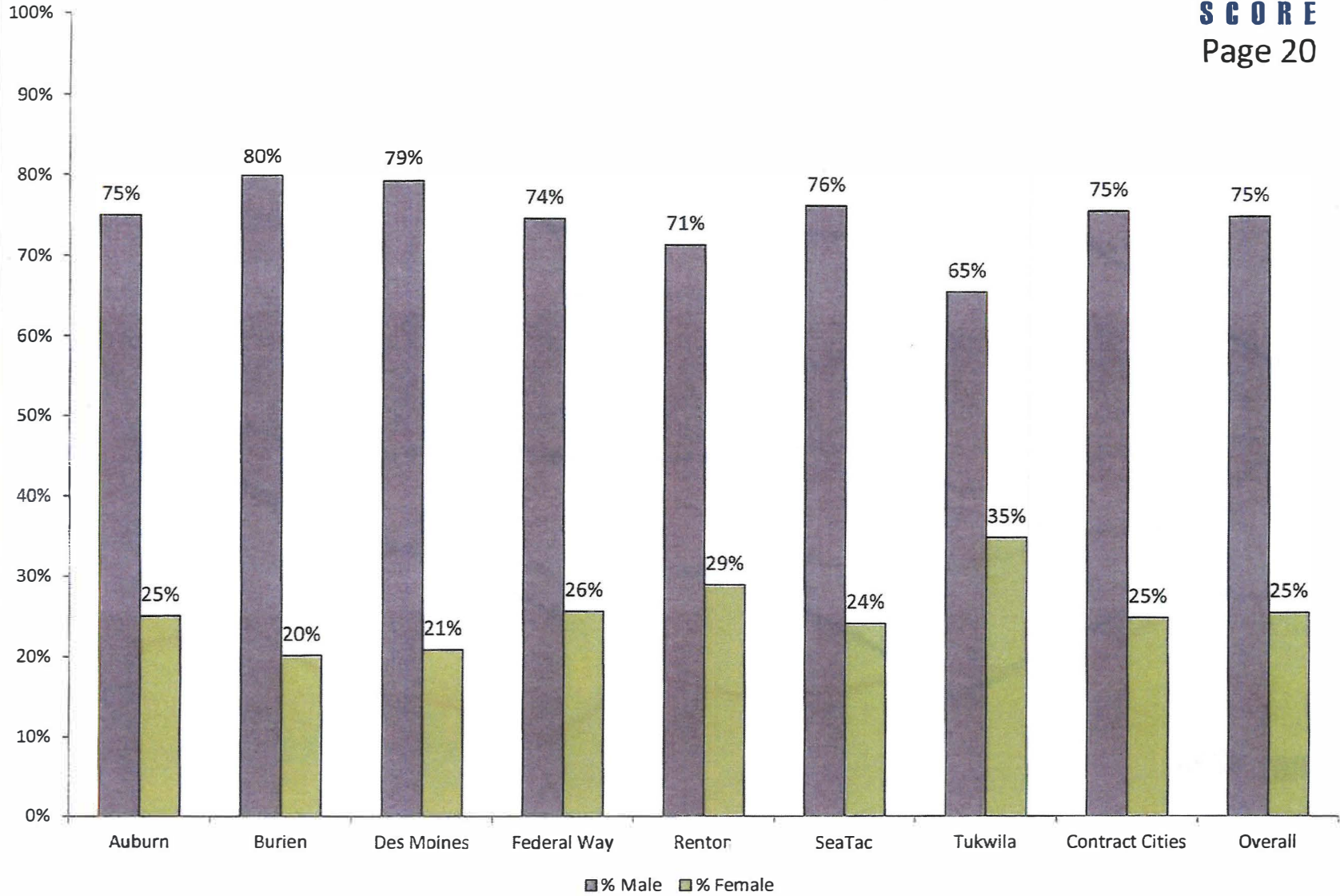
Contract Revenue by Month and Year



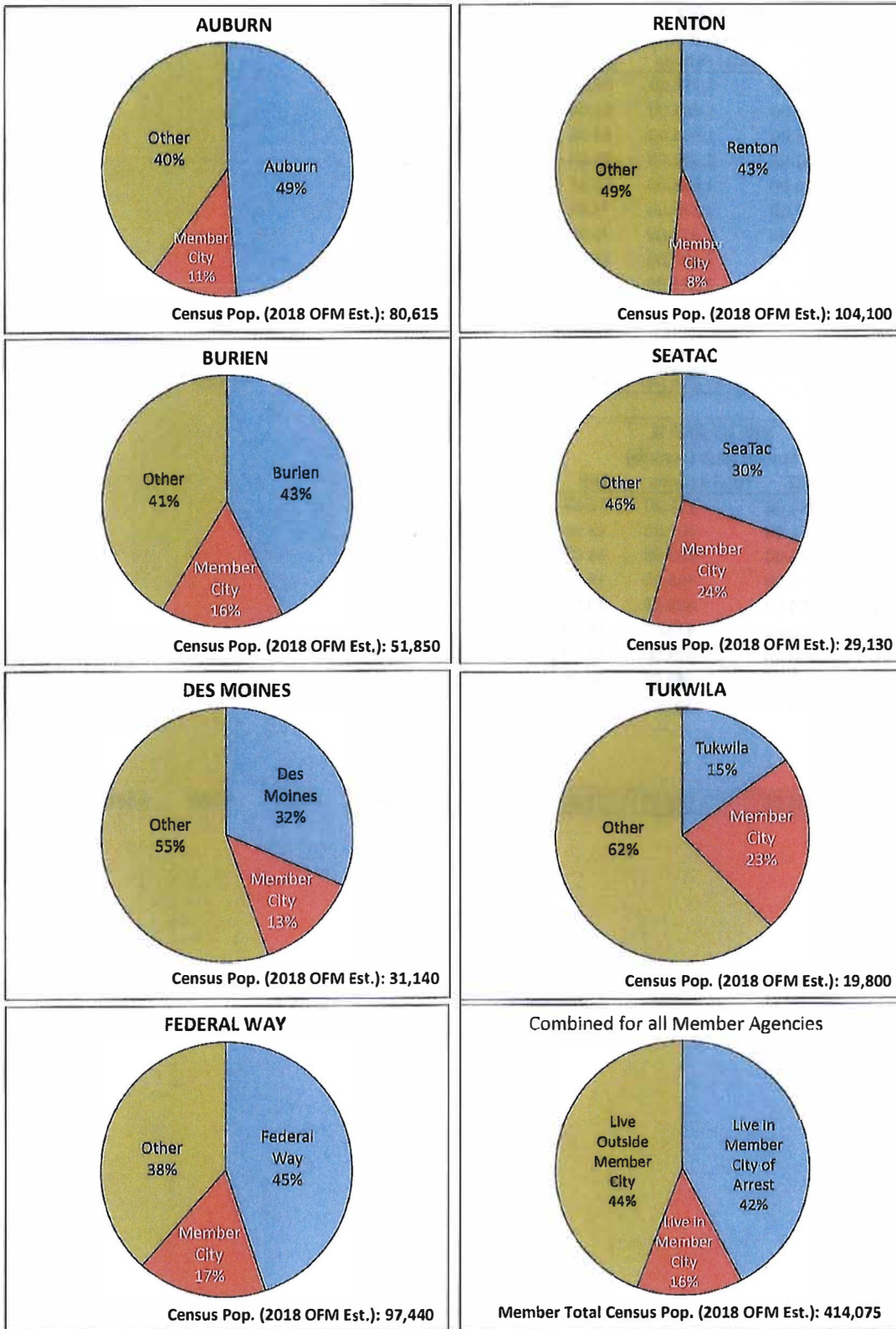
Page 19a



Male vs Female Bookings - 2018



December 2018 Member Agency Arrests by Inmate's City of Residence



SCORE

2019 Member City ADP Calculation

April 1, 2018 to March 31, 2019

2007 **2014** **2015** **2016** **2017** **2018** **2019** **I/D**
ADP % **ADP %** **ADP %** **ADP %** **ADP %** **ADP %** **ADP %**

Auburn		ADP for 2019 %		
Month	# of Days	SCORE	Total Periods	ADP
April	30	1,714.00	1,714.00	57.00
May	31	1,687.00	1,687.00	54.00
June	30	1,905.00	1,905.00	64.00
July	31	2,002.00	2,002.00	65.00
August	31	1,818.00	1,818.00	59.00
September	30	2,222.00	2,222.00	74.00
October	31	2,310.00	2,310.00	75.00
November	30	2,025.00	2,025.00	68.00
December	31	2,036.00	2,036.00	66.00
January	31	-	-	-
February	28	-	-	-
March	31	-	-	-
	365	17,719.00	17,719.00	64.00

29.00% **23.81%** **23.03%** **21.19%** **19.20%** **23.22%** **26.59%** **3.37%**

Burien		ADP for 2019 %		
Month	# of Days	SCORE	Total Periods	ADP
April	30	491.00	491.00	16.00
May	31	461.00	461.00	15.00
June	30	423.00	423.00	14.00
July	31	485.00	485.00	16.00
August	31	404.00	404.00	13.00
September	30	416.00	416.00	14.00
October	31	394.00	394.00	13.00
November	30	285.00	285.00	10.00
December	31	269.00	269.00	9.00
January	31	-	-	-
February	28	-	-	-
March	31	-	-	-
	365	3,628.00	3,628.00	13.00

4.00% **4.24%** **4.12%** **4.55%** **4.49%** **4.46%** **5.44%** **0.98%**

SCORE

2019 Member City ADP Calculation

April 1, 2018 to March 31, 2019

2007 **2014** **2015** **2016** **2017** **2018** **2019** **I/D**
ADP % **ADP %** **ADP %** **ADP %** **ADP %** **ADP %** **ADP %**

Des Moines		ADP for 2019 %		
Month	# of Days	Inmate Days (Periods)		ADP
		SCORE	Total Periods	
April	30	289.00	289.00	10.00
May	31	263.00	263.00	8.00
June	30	385.00	385.00	13.00
July	31	306.00	306.00	10.00
August	31	288.00	288.00	9.00
September	30	239.00	239.00	8.00
October	31	243.00	243.00	8.00
November	30	239.00	239.00	8.00
December	31	218.00	218.00	7.00
January	31	-	-	-
February	28	-	-	-
March	31	-	-	-
365	2,470.00	2,470.00	9.00	

5.00% **2.98%** **2.72%** **2.57%** **3.00%** **4.14%** **3.70%** **-0.44%**

Federal Way		ADP for 2019 %		
Month	# of Days	Inmate Days (Periods)		ADP
		SCORE	Total Periods	
April	30	1,583.00	1,583.00	53.00
May	31	1,839.00	1,839.00	59.00
June	30	1,780.00	1,780.00	59.00
July	31	2,078.00	2,078.00	67.00
August	31	2,039.00	2,039.00	66.00
September	30	1,948.00	1,948.00	65.00
October	31	1,762.00	1,762.00	57.00
November	30	1,893.00	1,893.00	63.00
December	31	2,017.00	2,017.00	65.00
January	31	-	-	-
February	28	-	-	-
March	31	-	-	-
365	16,939.00	16,939.00	62.00	

17.00% **27.83%** **30.70%** **30.62%** **30.23%** **27.22%** **25.42%** **-1.80%**

SCORE
 2019 Member City ADP Calculation
 April 1, 2018 to March 31, 2019

2007 2014 2015 2016 2017 2018 2019 I/D
 ADP % ADP % ADP % ADP % ADP % ADP % ADP %

Month	# of Days	ADP for 2019 % Inmate Days (Periods)		
		SCORE	Total Periods	ADP
April	30	2,072.00	2,072.00	69.00
May	31	2,106.00	2,106.00	68.00
June	30	2,053.00	2,053.00	68.00
July	31	2,389.00	2,389.00	77.00
August	31	2,323.00	2,323.00	75.00
September	30	2,337.00	2,337.00	78.00
October	31	1,965.00	1,965.00	63.00
November	30	1,685.00	1,685.00	56.00
December	31	1,740.00	1,740.00	56.00
January	31	-	-	-
February	28	-	-	-
March	31	-	-	-
365		18,670.00	18,670.00	68.00

34.00% 26.93% 26.95% 26.65% 28.69% 26.98% 28.02% 1.04%

Month	# of Days	ADP for 2019 % Inmate Days (Periods)		
		SCORE	Total Periods	ADP
April	30	302.00	302.00	10.00
May	31	320.00	320.00	10.00
June	30	246.00	246.00	8.00
July	31	339.00	339.00	11.00
August	31	347.00	347.00	11.00
September	30	279.00	279.00	9.00
October	31	347.00	347.00	11.00
November	30	229.00	229.00	8.00
December	31	408.00	408.00	13.00
January	31	-	-	-
February	28	-	-	-
March	31	-	-	-
365		2,817.00	2,817.00	10.00

3.00% 6.19% 4.97% 6.32% 6.80% 6.38% 4.23% -2.15%

SCORE

2019 Member City ADP Calculation

April 1, 2018 to March 31, 2019

2007 ADP % 2014 ADP % 2015 ADP % 2016 ADP % 2017 ADP % 2018 ADP % 2019 ADP % I/D

Month	# of Days	ADP for 2019 % Inmate Days (Periods)		
		SCORE	Total Periods	ADP
April	30	499.00	499.00	17.00
May	31	608.00	608.00	20.00
June	30	524.00	524.00	17.00
July	31	471.00	471.00	15.00
August	31	507.00	507.00	16.00
September	30	517.00	517.00	17.00
October	31	499.00	499.00	16.00
November	30	411.00	411.00	14.00
December	31	362.00	362.00	12.00
January	31	-	-	-
February	28	-	-	-
March	31	-	-	-
	365	4,398.00	4,398.00	16.00

8.00% 8.02% 7.51% 8.10% 7.59% 7.60% 6.60% -1.00%

66,641.00 66,641.00 242.00 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 100.00% 0.00%

SCORE CONTRACT / ALL OTHER AGENCIES LOG

Agency	Guaranteed Beds	Amount Per Bed	DEC 2017 YTD Billable ADP	DEC 2017 YTD Revenue*	DEC 2018 YTD Billable ADP	DEC 2018 YTD Revenue*	2018 Budgeted Revenue
Algona City of		\$175.00	0.98	58,391	1.55	98,875	
Bellevue City of	6	\$120.00	15.06	597,855	21.86	957,600	
Bellingham City of		\$175.00	0.04	2,114	0.01	350	
Black Diamond City of		\$175.00	0.62	36,596	0.47	29,750	
Bonney Lake City of		\$175.00	0.02	1,464	0.01	350	
Buckley City of	2	\$120.00	2.41	98,663	1.63	94,560	
Clyde Hill City of		\$175.00	0.11	6,669	-	-	
Covington City of	4	\$120.00	5.05	200,373	2.77	175,200	
Duvall City of		\$175.00	0.11	6,506	0.51	32,725	
Enumclaw City of		\$175.00	0.70	41,476	0.62	39,550	
Everett City of		\$175.00	0.44	25,861	0.32	20,300	
Ferndale City of		\$175.00	-	-	-	-	
Fife City of	12	\$120.00	10.87	491,142	10.79	544,680	
Hunts Point Town of		\$175.00	0.01	325	-	-	
Issaquah City of		\$175.00	2.11	125,078	0.98	62,300	
Kenmore City of	9	\$120.00	8.69	357,342	5.27	394,200	
Kent City of (Corrections Facility)		\$175.00	-	-	-	-	
Kirkland City of	5	\$120.00	9.66	383,667	7.00	311,640	
Lynden City of		\$175.00	0.01	488	-	-	
Lynnwood City of	4	\$120.00	14.29	567,288	15.83	693,480	
Marysville City of	5	\$120.00	5.44	231,484	5.97	287,760	
Medina City of		\$175.00	0.26	15,289	0.03	1,925	
Mercer Island City of		\$175.00	0.52	30,578	0.71	45,500	
Milton City of		\$175.00	1.16	69,126	0.44	27,825	
Muckleshoot Indian Tribe	1	\$120.00	1.35	79,861	1.31	71,640	
Normandy Park City of	1	\$120.00	2.44	96,814	1.79	80,640	
North Bend City of		\$175.00	1.07	63,759	0.99	63,000	
Orting City of		\$175.00	0.36	21,307	0.08	5,075	
Pacific City of	2	\$120.00	5.01	198,959	4.58	200,520	
Private Parties		\$175.00	0.03	1,952	-	175	
Redmond City of	20	\$120.00	13.23	794,094	10.55	876,000	
Ruston City of		\$175.00	-	-	-	-	
Shoreline City of	20	\$120.00	24.26	973,146	18.03	926,160	
Snoqualmie City of		\$175.00	0.39	23,422	0.56	35,875	
Sumner City of		\$175.00	0.67	39,524	0.80	51,275	
US Marshals		\$80.00	0.07	2,080	0.11	3,200	
US Military		\$175.00	-	-	-	-	
Valley Narcotics Enforcement (VNET)		\$175.00	0.02	1,301	-	-	
WA Department of Corrections (DOC)		\$85.00	219.29	6,359,445	268.31	7,736,445	
Wilkeson Town of		\$175.00	0.01	651	-	-	
Guaranteed Bed Subtotal:	91						\$ -
TOTAL			346.76	\$ 12,004,089.95	383.88	\$ 13,868,575.00	\$ 11,500,000

*The YTD revenue listed on this log does not tie to the financial statements for the same period due to a timing issue with billing contract agencies. SCORE will always be one month in arrears on the financial statements except at year end when SCORE will accrue the contract agency revenue.



KING COUNTY SHERIFF'S OFFICE
516 Third Avenue, W-116
Seattle, WA 98104

Mitzi G. Johanknecht
Sheriff

February 14, 2019

Mr. Brian Wilson
City Manager, City of Burien
400 SW 152nd St., Suite 300
Burien, WA 98166

RE: REVISED Final Proposed Exhibit B for 2019 Law Enforcement Services

Dear Mr. Wilson,

Enclosed please find the Revised Final 2019 Exhibit B for the cost of police services based on the Proposed Cost Book. It reflects an additional Patrol Sergeant as of 1/1/2019, and a reduction in shared sergeant supervision cost from unincorporated.

In accordance with Section 4.4 of the Interlocal Agreement, if the 2019 Adopted Cost Book and resulting Exhibit B's are lower than the Proposed cost, the lesser of the two prices will be charged. We will determine Adopted costs in Spring of 2019. If you wish to make service changes to your exhibit before that time, please notify us.

The attached Exhibit B becomes part of the official contract agreement between King County and the City of Burien for 2019 police services in the total amount of \$12,973,746.

The King County Sheriff's Office greatly values our partnership to provide your city with quality law enforcement services. If you have any questions or would like further information, please call Anita Clouse at (206) 263-2548.

Sincerely,

Jason S. King
Chief Financial Officer

cc: Mr. Eric Christensen, Finance Director
Ted Boe, City of Burien Chief
Karen Stevens, LAN Administrator
File Copies: Sheriff's Office Contracting Unit and Budget and Accounting Section

Enclosure



Burien

Cost Book: Proposed
 Draft or Final: FINAL
 Date: 14-Feb-19

Exhibit B

Final 2019P Costs - w/Burien & SeaTac each adding 1 Sgt & sharing 3 each & Reduced unincorp.

Dedicated Police Services	Units	Salary	Benefits	Step 6 Adjust	Total Cost	FTEs
Police Chief	1.00	\$168,649	\$39,516		\$208,165	1.00
Captains	1.00	\$154,344	\$38,538		\$192,882	1.00
Patrol or Admin Sgts (added 1 on 1/1/19)	4.00	\$125,667	\$37,436		\$652,413	4.00
Officers	26.80	\$103,529	\$34,552	\$2,663	\$3,771,927	26.80
School Resource Officers	1.00	\$102,104	\$34,366	\$2,663	\$139,133	1.00
Detectives (added 1 on 1/1/17)	5.00	\$107,663	\$35,091	\$2,663	\$727,083	5.00
Street Crimes Detectives	5.00	\$107,663	\$35,091	\$2,663	\$727,083	5.00
Community Service Officer	1.00	\$68,828	\$34,104		\$102,931	1.00
COLA Adjustment (optional)					\$0	--
Overtime Adjustment (optional)					0	--
Overtime					\$358,483	--
Cost of Dedicated Personnel, Subject to Reconciliation					\$6,880,099	44.80
Uniform, Equipment, and Supplies					\$74,760	--
ACCURINT Licenses	2			\$861	\$1,722	--
Vehicles					\$582,894	--
Cell Phones	43.80			\$998	\$43,712	--
800MHz					\$104,084	--
Subtotal, Dedicated Police Services					\$7,687,272	44.80
Additional Police Services	Units	Salary	Benefits	Other Costs	City Cost	FTEs
Precinct Command Staff	5.00%	\$154,344	\$38,538	\$23,653	\$10,827	0.05
Patrol Supervision	41.58%	\$754,001	\$224,618	\$385,966	\$63,039	0.28
Detective/Street Crimes Supervision	66.54%	\$131,129	\$38,148	\$27,280	\$130,792	0.67
Precinct Support Staff	45.79	Per Precinct FTE		\$3,486	\$159,616	1.18
Communications/Dispatch	17.11%	\$5,827,816	\$2,769,307	-\$365,462	\$1,408,215	13.59
Facility Charges (previously included in Overhead)					\$123,081	0.00
Hostage Negotiation Team	28.85%	\$21,698	\$7,138	\$15,014	\$12,649	0.06
Major Crimes Investigation	22.73%	\$3,020,466	\$1,009,682	\$941,887	\$1,130,312	6.47
MARR Unit	11.89%	\$740,567	\$248,874	-\$337,310	\$77,565	0.84
SWAT (TAC-30) Team	11.26%	\$411,324	\$128,758	\$353,940	\$100,651	0.40
Fire Investigation Unit					\$55,360	0.27
Charge for Sergeant Supervision SeaTac provides to Burien for shifts 1 and 2 (see offsetting credit to SeaTac)					\$69,827	0.31
Subtotal, Additional Police Services					\$3,341,935	24.11
Central County Overhead				2.2%	\$289,035	
Sheriffs Office Overhead				7.0%	\$909,750	
Direct Support Services Overhead				5.7%	\$745,754	
Subtotal, Overhead				15.0%	\$1,944,539	7.12
TOTAL CONTRACT COST					\$12,973,746	76.03

Burien

Overhead Paid by Each Contract City - (2019 Proposed Exhibits)

Central County Overhead	No Charge	Charge	Burien
Building Occupancy – Downtown Seattle Complex		Y	\$ 17,496
Building Occupancy – Com Center		Y	10,596
Building Occupancy – PMU		Y	12,476
Building Occupancy – Range		Y	13,187
Building Occupancy – Pacific Raceways		Y	3,591
Building Occupancy – Photo Lab		Y	883
Subtotal, Building Occupancy – Other		Y	40,734
General Government (County Executive, Deputy Executive, Council, etc.)	N		-
Bus Pass Subsidy Program	N		-
Budget Services and Office of Performance, Strategy & Budget	N		-
Personnel Services (Labor relations, recruitment, education, training, civil rights compliance, etc.)		Y	45,510
Financial Management (Central payroll, accounting systems, data processing, etc.)		Y	35,064
Fixed Assets/Real Property Management (Central maintenance of fixed asset inventory & leases)		Y	2,392
Ombudsman & State Auditor	N		-
Central County Records Management (Not KCSO Police records)	N		-
Business Relations Economic Development	N		-
Office of Emergency Management	N		-
Officer Insurance		Y	147,840
Subtotal			\$ 289,035
% of Total Exhibit			2.2%
Sheriff's Office Overhead	No Charge	Charge	Burien
Sheriff Administration	N		-
Inspectional Services Unit	N		-
Budget & Accounting		Y	135,426
Contract Services		Y	19,494
Internal Investigations		Y	82,441
Information Services Section		Y	193,450
Legal Unit		Y	34,659
Personnel Section		Y	137,799
Public Disclosure Unit		Y	77,894
Research, Planning & Informational Services		Y	64,436
Precinct Facility Charges		Y	-
Precinct Facility Credits		Y	-
Patrol Ops Unit		Y	117,457
System Service Messaging		Y	42,355
Major Accident Response & Reconstruction (Officer-involved accidents)		Y	7,069
Misc. Revenue - From HUD, SRO & False Alarm Civil Penalty		Y	(2,730)
Subtotal			\$ 909,750
% of Total Exhibit			7.0%
Direct Support Services Overhead	No Charge	Charge	Burien
Photo Lab		Y	16,350
Polygraph Unit		Y	12,423
Property Management Unit & Evidence Storage		Y	103,331
Records (e.g. police reports & criminal history)		Y	96,723
Data Unit (e.g. warrants, orders, DVIU reports and MARK43 RMS system)		Y	132,340
Ravensdale Firing Range		Y	55,834
Training Unit		Y	328,753
Subtotal			\$ 745,754
% of Total Exhibit			5.7%
TOTAL Overhead			\$ 1,944,539
% of Total Exhibit			15.0%
Total 2019 Proposed Exhibit			\$ 12,973,746



City of Burien
400 SW 152nd Street
Suite 300
Burien, WA 98166-1911

P 206.241.4647
F 206.248.5539

burienwa.gov

February 14, 2019

Sheriff Mitzi Johanknecht
King County Sheriff's Office
516 Third Ave
Seattle, WA 98104

Dear Sheriff Johanknecht,

The City of Burien would like to add one (1) dedicated patrol sergeant to our police services contract effective January 1, 2019. We recognize that we will start paying for this sergeant on January 1, 2019, but may not receive the sergeant addition until as much as nine months later on October 1, 2019. We also recognize that there will be substantial efficiencies observed as a result of adding this sergeant and the business rules agreed to by KCSO, Burien PD and SeaTac PD. These operational changes are mutually beneficial to all parties.

Please update our 2019 Proposed Exhibit B accordingly and sent us a Revised Exhibit B reflecting this change.

Sincerely,

Brian Wilson
City Manager

cc: Eric Christensen, Finance Director
Theodore Boe, Police Chief
Jason King, Chief Financial Officer (KCSO)
Jesse Anderson, Contracting Unit Captain (KCSO)

**Thanks to our generous sponsors and donors,
Burien Empty Bowls proceeds will go to the
Highline and White Center Food Banks!**

909 Coffee & Wine	Ivar's Seafood Restaurant
Archies Mexican Restaurant	La Costa Mexican Restaurant
Azteca Restaurant	La Canasta Mexican Market
B-Town Blog	Lavish Roots Catering
Bakery Nouveau	Maven Mercantile
Black Zia Cantina	Merrill Gardens
Burien Actors Theatre	Normandy Park Senior Living
Burien Evangelical Church	Osteria da Primo
Burien Nursing Rehabilitation	PCC
Burien Parks & Recreation	Pickled and Preserved
Burien Press	Puget Sound Skills Center
Clay Art Center	Recology Cleanscapes
Day Star Retirement Living	SideStreet Kitchen and Bar
Discover Burien Association	Smarty Pants Garage
El Dorado West Retirement	The Greek House
Elliott Bay Brewery & Pub	The Point Liquor and Eats
Frankies B-Town Bistro	The Tin Room Bar & Grill
Grand Central Bakery	Umpqua Bank
Highline Medical Center	

And a huge THANK YOU to ...

**Moshier Art Center Potters for donating over 1,300 bowls,
and all of our wonderful volunteers!**

EMPTY BOWLS STATS

	Year	Total # Attended	Lunch	Dinner	\$ Raised
1	2006	260	na	260	\$ 3,475.00
2	2007	350	na	350	\$ 4,190.00
3	2008	650	na	650	\$ 8,000.00
4	2009	800	328	472	\$ 10,750.00
5	2010	964	477	487	\$ 13,174.00
6	2011	1014			\$ 16,300.00
7	2012	1150	462	688	\$ 18,400.00
8	2013	930	443	487	\$ 16,762.00
9	2014	1185	440	745	\$ 16,820.00
10	2015	1227	451	776	\$ 21,366.00
11	2016	1125	515	610	\$ 21,525.00
12	2017	1164	547	617	\$ 21,525.00
13	2018	1103	551	552	\$ 25,300.00
14	2019	1275	470	805	\$ 25,797.00
		13,197			\$ 223,384.00



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burienwa.gov

MEMORANDUM

TO: Leadership Team
FROM: Board and Commission Working Group
DATE: February 19, 2019
SUBJECT: Recommended Updates to Advisory Group Processes

A working group of staff liaisons representing the Arts Commission, Park and Recreation Board, Planning Commission, Business & Economic Development Partnership, and Human Services Commission have been meeting and are forwarding the following recommendations that would enhance the experience of the members of our Advisory Groups and clarify their roles and responsibilities. We request that the Leadership Team discuss these recommendations and provide feedback to the Working Group.

Appointment Process:

- Staff desire the ability to review candidate applications, questions and postings before they are advertised and have opportunity to suggest edits.
- Staff to have ability to provide the City Manager/Council input on new applicants and currently serving members who are up for appointment.
- Staff to provide suggested changes or edits to interview questions.
- Creating friendlier atmosphere for interviews and two touches—hold interviews as a Special meeting in Miller Creek Room, and then Council selects members at the next regular meeting.
- Staff having ability to attend interviews and provide input on candidate to Council, before appointment by Council
- Recommend that candidates for Advisory Groups may only apply to one Board or Commission, so as to provide such opportunities for more individuals to serve, and also not overload individuals with workloads of multiple Boards or Commissions.

Additional Program Areas:

1. Regular review of Orientation Handbook for Citizen Boards and Commissions with edits approved by the City Manager.
 - Clarify Purposes, Duties, Roles, Expectations, Conducting Business and Code of Conduct, as applicable.
2. Ongoing review of volunteer appreciation procedure.

- Use of City Magazine to highlight individuals and projects, and market opportunities
- Re-look at volunteer recognition events/opportunities/processes
 - Recognize and celebrate volunteers at the programmatic level vs the current 15 minutes at City Council
 - Provide a Thank you card signed by all Council Members
- Look at potential of more social meet and greet opportunities between Commissions, Boards and City Council

EXPLORE BURRIEN



Explore Burien's foodie paradise while finding shopping and city services—all in just a few short blocks. Welcome to Burien!

Explore el paraíso gastronómico de Burien, a la vez que encuentra servicios municipales y de compras, todo en solo algunas cuadras cortas. ¡Bienvenido a Burien!

Khám phá thiên đường ẩm thực của Burien trong khi tìm kiếm các dịch vụ mua sắm và dịch vụ thành phố — tất cả chỉ trong một vài dãy phố ngắn. Chào mừng đến với Burien!

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1 Town Square Park
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3 City Hall/Library
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Oficina postal
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4 Discover Burien Visitor Center
Centro de visitantes
Trung Tâm Hỗ Trợ Du Khách

3 Town Square
Plaza del centro
Quảng Trường Thành Phố

6 Transit Center
Centro de tránsito
Trung Tâm Trung Chuyển

7 Olde Burien

8 Highline Heritage Museum
Museo histórico
Bảo Tàng Lịch Sử

9 Farmer's Market Thursdays (May-Oct)
Mercado de productores,
Jueves (de mayo a octubre)
Chợ Nông Sản, Thứ Năm
(từ tháng 5 đến tháng 10)

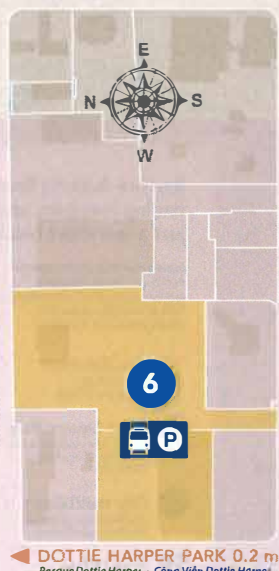
Retail
Comercios minoristas
Cửa Hàng Bán Lẻ

Eateries
Restaurantes
Nhà Hàng

P Public Parking
Estacionamiento público
Bãi Đậu Xe Công Cộng

Bus Stop
Parada de autobuses
Bãi Xe Buses

Autosoles/Aeropuerto • Đường Cao Tốc/Sân Bay
FREEWAYS / AIRPORT



DOTTIE HARPER PARK 0.2 mile
Parque Dottie Harper • Công Viên Dottie Harper



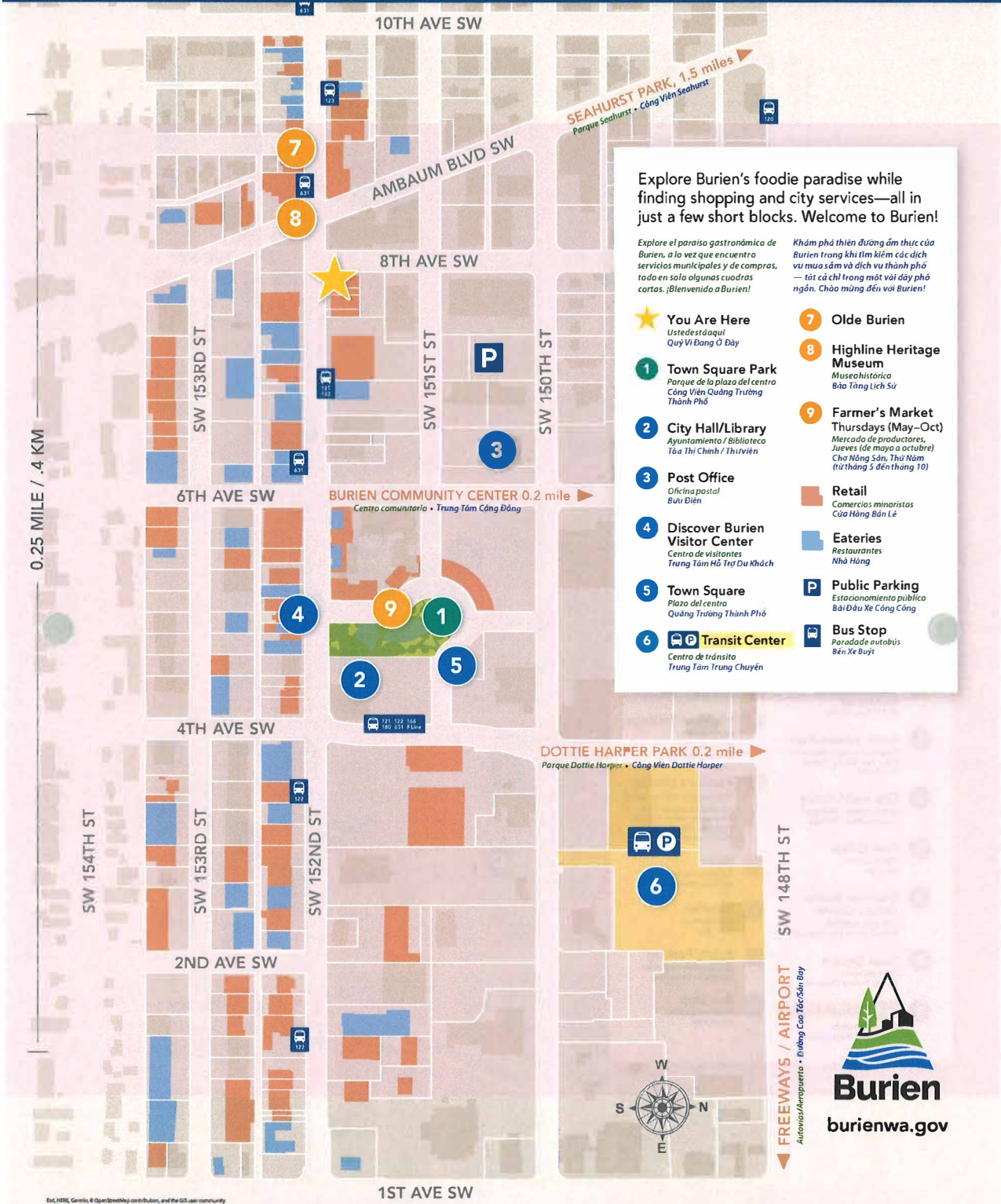
BURIEN COMMUNITY CENTER 0.2 mile
Centro comunitario • Trung Tâm Cộng Đồng

SEAHURST PARK, 1.5 miles
Parque Seahurst • Công Viên Seahurst

0.25 MILE / .4 KM

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- Farmer's Market Thursdays (May–Oct)**
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Restaurants
Nhà Hàng
- Public Parking**
Estacionamiento público
Bãi Đậu Xe Công Cộng
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Parada de autobús
Bến Xe Bụi

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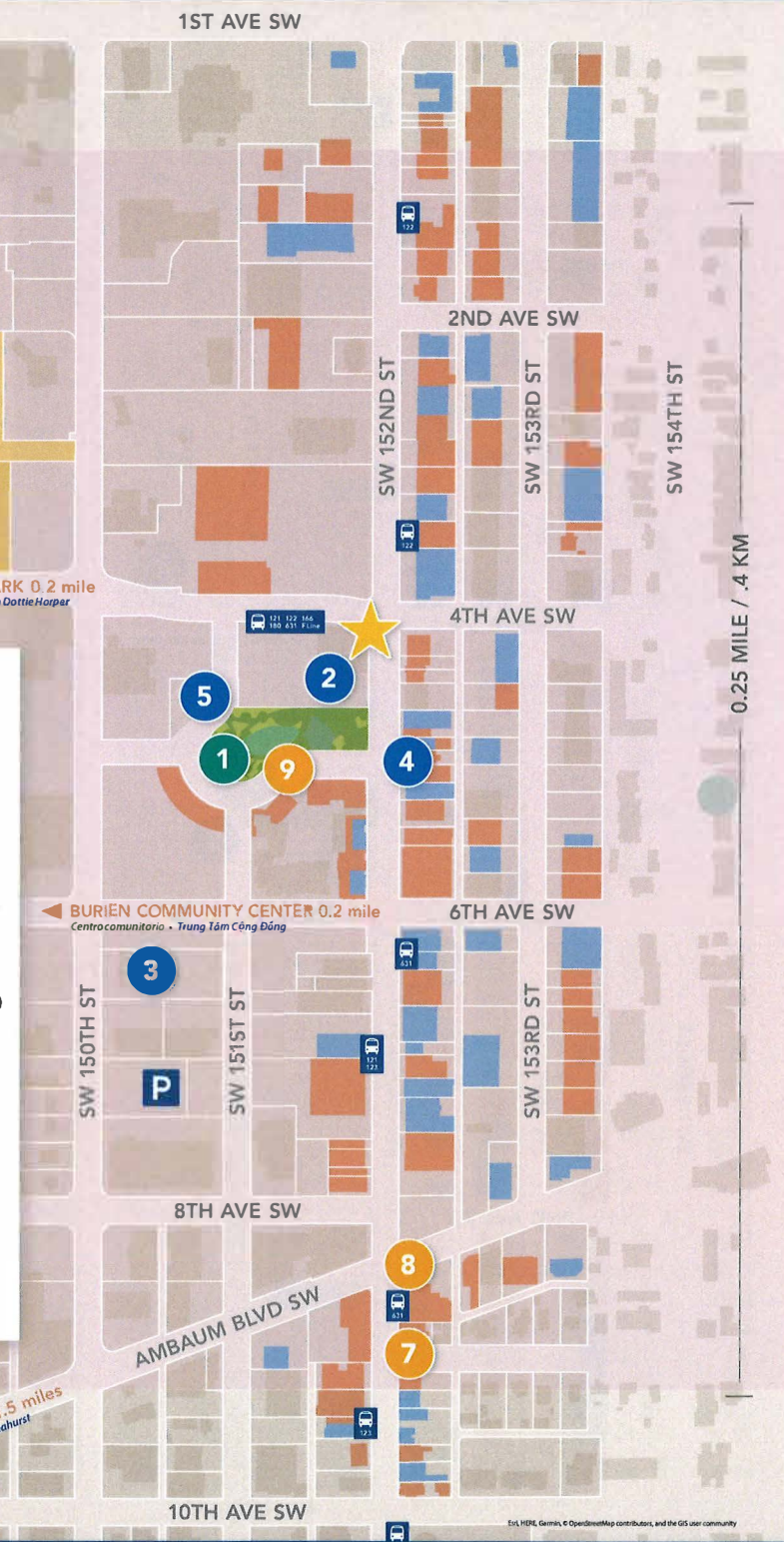
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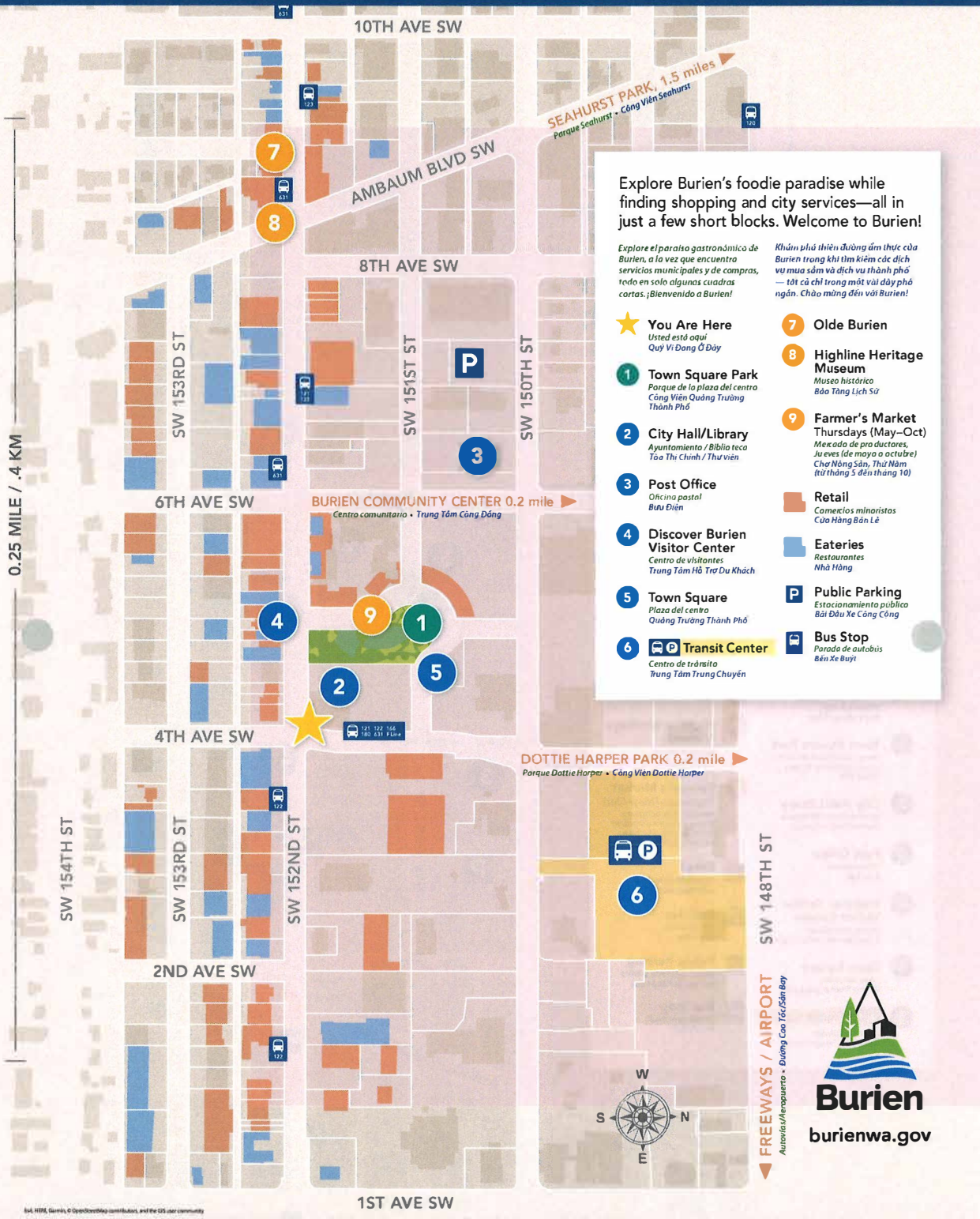
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January XX, 2019

Dear Representative/Senator:

Without Congressional action, our nation faces deep cuts in the coming fiscal year in funding for critical non-defense discretionary (NDD) programs — affecting investments that touch every sector of our economy, from health care to infrastructure, scientific research, and education — as well as for defense. If Congress does not act, the misguided austerity policies of the 2011 Budget Control Act (BCA) will govern funding for 2020 and 2021.

We, the undersigned XXXX national, state, and local organizations, urge you to take immediate steps to negotiate a new budget agreement that averts these cuts and provides funding for new investments that our economy needs.

Over the last six years, Congress has routinely come together in a bipartisan fashion to reach budget agreements that reduce the BCA's harmful sequestration cuts. The budget agreement struck for fiscal years 2018 and 2019 took the important step of not only fully reversing the sequestration cuts, but also providing additional resources to address the country's significant investment needs. Even with that agreement, however, NDD funding in fiscal years 2018 and 2019 remains below 2010 levels (adjusted for inflation).

If Congress fails to reach a new budget agreement in the coming year, overall NDD funding would be cut by 12 percent (adjusting for inflation) compared to fiscal 2019 levels, with many areas sustaining far deeper cuts as Congress seeks to limit the damage in certain areas at the expense of other national priorities.

Congress and the White House must work together to avoid these cuts and provide new resources that will allow the country to address critical unmet funding needs and investment priorities in areas such as veterans' health care, job training, education, housing, children's services, the 2020 Census, national parks, scientific research, affordable housing and health and safety. In doing so, we ask that you consider the following:

1. **The most recent budget agreement provided important resources for some critical areas.** Previous bipartisan budget deals have provided spending cap relief that has allowed Congress to more adequately fund services essential to Americans nationwide. For example, funding for biomedical research has grown, allowing scientists to conduct research and discover life-saving treatments and cures. And the most recent agreement that went beyond just providing relief from sequestration resulted in critical new investments in child care, Head Start, and housing programs, but these funding increases have only started to chip away at the large unmet needs in these areas. Sustaining these investments and making further progress to address important needs will require a strong, bipartisan budget agreement for 2020 and 2021.

2. **Large investment needs exist — funding for many NDD programs remains inadequate to meet the needs of the American people.** Overall NDD appropriations remain below funding levels from a decade ago, despite a growing population and rising needs and costs in many areas. The BCA led to broad-scale disinvestment in a host of areas – funding over the 2011-2017 period was hundreds of billions *less* than what was needed just to maintain 2010 funding, adjusted for inflation. And, in the coming years, Congress must address new costs in certain areas, such as rising costs in housing program rents and veterans’ health care, and the cost of running a successful 2020 Census. A new budget deal must address the need both for broad-based investments and for funding specific areas with acute short-term needs.

3. **The BCA’s non-defense cuts had serious consequences, and reversing them requires additional resources.** The BCA’s austere spending caps and sequestration cuts hurt American families, communities and the economy, as illustrated in the NDD United impact report, *Faces of Austerity*. The cuts dragged down our economic recovery, hampered business growth and development, weakened public health preparedness and response, reduced resources for our nation’s schools and colleges, compromised federal oversight and fraud recovery, hindered scientific discovery, eroded our infrastructure, and threatened our ability to address emergencies around the world. Fully reversing these problems requires investment in a host of areas, and while the 2018 budget deal was a step in the right direction, it was not a cure-all for years of cuts and disinvestment.

4. **NDD programs are essential to national security.** A fundamental job of the federal government is to secure the safety of its citizens at home and abroad. But America’s day-to-day security requires more than military might. NDD programs support our economy, drive our global competitiveness, and help Americans lead healthy, productive lives. They also protect health and safety directly, by training physicians, ensuring workplace safety, protecting our food and drug supply, and inspecting the nation’s mines. All of the previous bipartisan budget agreements reflected the contributions that both defense and nondefense programs provide to the American way of life and to our health, safety and security. In the next agreement, lawmakers should continue to adhere to this “parity principle” and provide equal investment across these parts of the budget when crafting reasonable discretionary budget levels for the future.

Congress and the President must work together to reach a new agreement that averts the cuts that would be required under the Budget Control Act and allows us to make smart investments in our nation’s future. In reaching an agreement, new investment **must be balanced between nondefense and defense programs, as strong investments in both NDD and defense are necessary to keep our country competitive, safe, and secure.**

We are eager to work with you to help produce another bipartisan budget agreement to protect critical discretionary-funded programs.

If you have questions about this letter, please contact the NDD United Co-Chairs, Emily Holubowich (eholubowich@dc-crd.com), Sheryl Cohen (cohen@acq-consultants.com), or Ben Corb (bcorb@asbmb.org). An electronic copy of this letter, as well as *Faces of Austerity*, is available at www.nddunited.org.



To: Burien City Council
From: Paul Copioli, President Wizard's Casino
Re: Temporary Gaming Tax Reduction to 4% with sustaining tax rate of 8%

The purpose of this letter is twofold. (1) To request the recent gaming tax increase from 8% to 11% be repealed and (2) the City of Burien grant a temporary reduced rate of 4% for 2019 – 2021.

For #1 above, neither me, nor my business partner and Wizards General Manager, Rich LeMieux, were even notified of the pending hearing. No one from the Burien City office contacted us to let us know this would be an agenda item. Previous city staff would keep in constant communication with us throughout the year since we pay approximately \$100,000 to the city in gaming taxes every quarter.

If we were given notification, I would have presented the data I am presenting in this letter.

This brings me to #2, which I had requested a meeting with the city finance office about in late December (not knowing about the pending increase).

We are requesting a temporary 4% tax rate for 2019 through 2021. The analysis is below.

Wizards has had an average monthly gaming revenue of approximately \$360,000. The current physical location of Wizards Casino and its reduced parking facilities does not allow for any increase in the business level so it is a reasonable expected level for future estimation. Below is a summary of current monthly operating expenses required to operate a Casino with \$360,000 of gaming revenue:

(1) Gaming Table & Shuffler Leases	\$15,000
(2) Gaming, Liquor, and Business License	\$6,000
(3) Payroll (all payroll and payroll tax)	\$243,000 (\$12/hr min wage in 2019)
(4) Food & Beverage (including liquor)	\$15,000
(5) Attorney's Fees & Accounting Services	\$2,000
(6) Armoured car and bank fees	\$6,800
Total	\$287,000

Below is a summary of minimum monthly operating expenses to operate at the current location:

(1) Building Rent	\$24,000
(2) Property & Excise Tax	\$13,800
(3) Utilities	\$9,500
(4) Insurance	\$9,200
(5) Janitorial Services	\$1,500
(6) Phone, Internet, Cable	\$1,000
(7) Building Maintenance	\$1,250
Total	\$60,250

The total before gaming tax is \$347,250 per month in operating expenses. At an 11% gaming tax rate, the monthly gaming tax is \$39,600. This results in total monthly expenses of \$386,850. In addition to gaming revenue, Wizards will have a net monthly income from food and beverage sales



(after comps and after expense reduction discussed earlier) of \$5,000. Wizards total monthly revenue is estimated at \$365,000 monthly and our expenses at the 11% tax rate will be \$386,850 resulting in a monthly income before tax of -\$21,850 per month.

If we remain at 8% it does not get much better. The gaming tax will be reduced to \$28,800 per month making our expenses \$376,050 per month. This results in a loss of \$10,800 per month, or \$129,000 per year.

At the temporary 4% level our gaming tax is \$14,400 per month, making our monthly expenses \$361,650 resulting in a monthly net income of \$3,350. This is only \$40,000 per year!

Our proposed reduction will bring Burien's revenue from \$410,917 last year to \$205,500 while allowing Wizards to have a barely sustainable income before tax level of \$40,000. This will not be enough, but I commit to you that I will dedicate more time to cut expenses and make a sustainable business in the City of Burien.

Lastly, not even the largest casinos in the State pay 11% gaming tax. Some of the casinos with the largest revenues (ones in wealthy areas of the State) only pay 10% and many casinos pay less than 8% to try to stay open.

I have also attached a detailed spreadsheet providing a bunch of backup data to support my claims.

I will be in attendance at the February 4th City Council meeting to plead my case. I truly hope you can assist a small business owner in your city.

Thanks for your consideration,

Paul D. Copioli
President, Wizards Casino

City/Town	Gambling - Card games	GamblingTaxRates - Card games	GamblingRcpts - Card games
Airway Heights	Card games		Gross receipts
Almira			
Anacortes			
Battle Ground			
Beaux Arts Village			
Bellingham	Card games		8 Net receipts
Blaine			
Bothell			
Brier			
Bucoda			
Camas			
Cathlamet			
Centralia	Card games		10 Gross receipts
Chelan			
Chewelah			
Clarkston	Card games		4 Gross receipts
Cle Elum	Card games		3 Gross receipts
Colfax			
Cosmopolis			
Coupeville			
Covington			
Deer Park			
DuPont	Card games		20 Gross receipts
Endicott			
Fairfield			
Federal Way			
Fircrest	Card games		20 Gross receipts
Forks	Card games		10 Gross receipts
Hartline			
Hunts Point			
Kahlotus			
Kalama	Card games		20 Gross receipts
Kenmore			15 Gross receipts
Kittitas			
La Conner	Card games		20 Gross receipts

Lacey	Card games		7.5 Gross receipts
LaCrosse			
Lake Stevens			2 Net receipts
Lakewood	Card games		11 Gross receipts
Lamont			
Leavenworth			
Lyman			
Lynnwood	Card games		20 Gross receipts
Marysville			
McCleary			
Mesa			
Monroe	Card games		10 Gross receipts
Montesano			2.5 Gross receipts
MosesLake	Card games		9 Gross receipts
Mossyrock			
Napavine	Card games		10 Gross receipts
North Bend	Card games		11 Gross receipts
Oak Harbor			
Oakesdale			
Oroville	Card games		2 Gross receipts
Othello			
Pateros			
Pomeroy			
Port Angeles	Card games		10 Net receipts
Prescott			
Prosser			
Puyallup	Card games		20 Gross receipts
Raymond			
Redmond	Card games		12 Gross receipts
Renton	Card games		10 Gross receipts
Ridgefield			20 Net receipts
Roy	Card games		3 Gross receipts
Ruston	Card games	There is a table in Chapter 9.46 RCW	Gross receipts
SeaTac [1]	Card games		10 Gross receipts
Selah	Card games		20 Gross receipts
Sequim			

Snohomish	Card games	20	Net receipts
Soap Lake			
South Bend			
South Cle Elum			
Spokane Valley			
St. John			
Stevenson			
Sumner		5	
Tekoa			
Tumwater	Card games	20	Gross receipts
Vader			
Vancouver	Card games		
Waitsburg			
Waverly			
West Richland	Card games	20	Gross receipts
Westport			
White Salmon	Card games	20	Gross receipts
Winthrop			
Woodway			
Yacolt			
Yakima	Card games	10	Net receipts

[1] Increase to 20% effective 1/1/2019

Scoping Report Briefing: SAMP Near-Term Projects Environmental Review

February 26, 2019

Scoping for SAMP Near-Term Projects

Scoping is an early and open process for determining the scope of issues that will be addressed in the environmental review document, soliciting input regarding the SAMP Near-Term Projects, and for identifying concerns regarding the potential environmental effects of those projects

The Scoping report is not intended to provide responses to each individual comment. It is intended to identify topics and themes that could inform the environmental review

Scoping is a requirement of a SEPA EIS

Scoping and Report Overview

- Duration: 60 days (7/30–9/28/18; SEPA requirement is 21 days)
- Outcome: Scoping report (released 2/12/19)
- All comments categorized and grouped
- Scoping report
 - Overview of process
 - Participation
 - Comments
 - Available on Port and project website

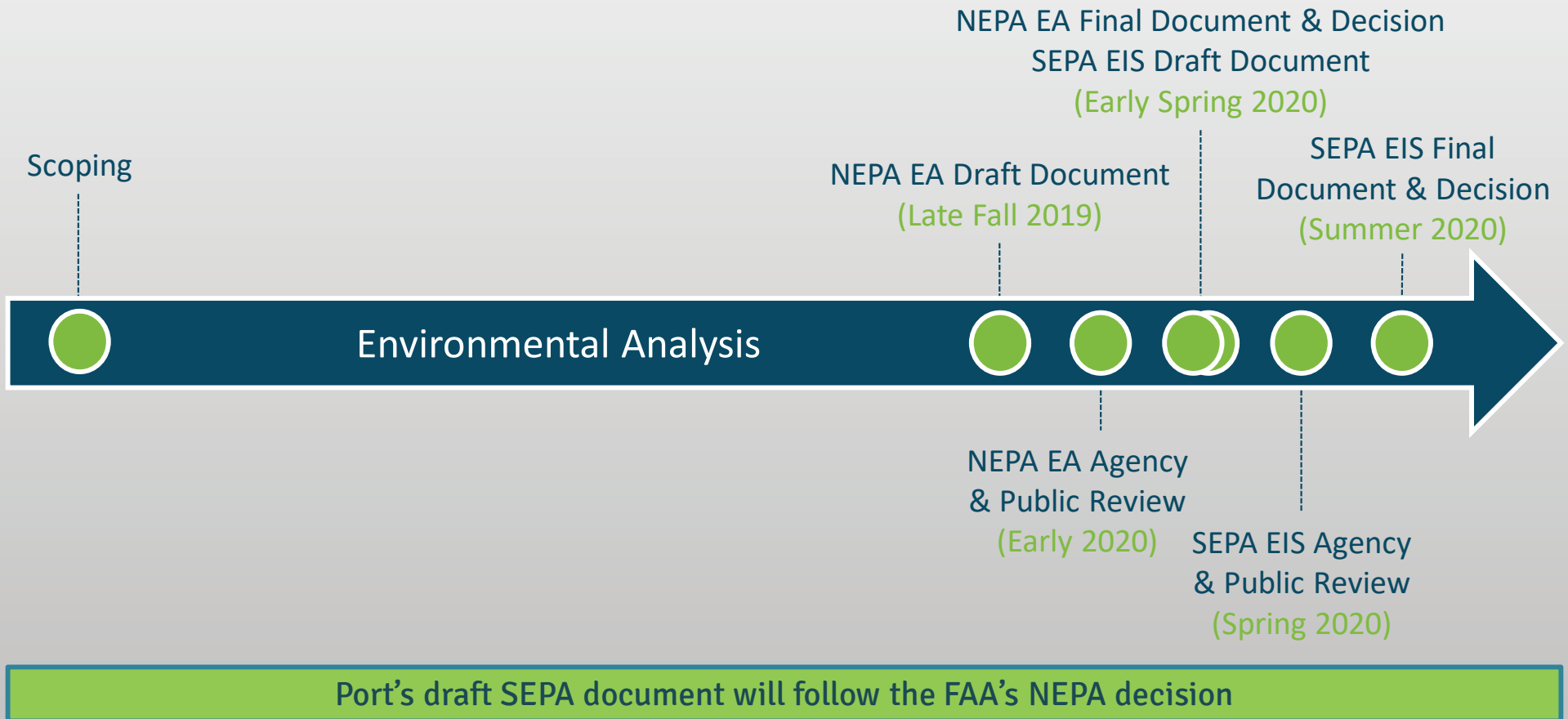
FAA (NEPA) and the Port of Seattle (SEPA) reviewed major topics and common themes together

Scoping Participation

- Public agency meeting: 7 agencies attended
- Public open houses: 300+ attendees
- Online open house*: ~3,500 site visits
- Agency commentors: ~10
- Individual commentors: ~750
- Outreach
 - Post cards* (14,000)
 - Airmail (95,000)
 - Media Advisories
 - Local Online Media
 - Local Newspaper
 - Emails
 - Social Media
 - Community Events
 - *Five languages

Extensive participation in robust scoping process

Environmental Review Timing



NEPA Resource Categories

- Air Quality
- Biological Resources
- Climate
- Coastal Resources
- Department of Transportation (DOT) Section 4(f)
- Farmlands
- Hazardous Materials, Solid Waste, and Pollution Prevention
- Land Use
- Historical, Architectural, Archeological, and Cultural Resources
- Natural Resources and Energy Supply
- Noise and Noise-Compatible Land Use
- Socioeconomics, Environmental Justice, and Children's Environmental Health and Safety Risks
- Visual Effects
- Water Resources
 - Wetlands, floodplains, surface waters, groundwater, wild and scenic rivers

FAA is lead agency for NEPA and the document will cover an extensive set of resource categories

SEPA Elements of the Environment

- **Earth**
 - Geology soils, topography, Unique physical features, Erosion/enlargement of land area
- **Air**
 - Air quality, odor, climate
- **Water**
 - Surface water movement/quantity/quality, runoff/absorption, floods, groundwater movement/quantity/quality, public water supplies
- **Plants and animals**
 - Habitat for and numbers or diversity of species of plants, fish, or other wildlife, unique species, fish or wildlife migration routes
- **Energy and natural resources**
 - Amount required/rate of use/efficiency, source/availability, nonrenewable resources, conservation and renewable resources, scenic resources
- **Environmental health**
 - Noise, risk of explosion, releases or potential releases to the environment affecting public health, such as toxic or hazardous materials
- **Land and shoreline use**
 - Relationship to existing land use plans and to estimated population, housing, light and glare, aesthetics, recreation, historic and cultural preservation, agricultural crops
- **Transportation**
 - Transportation systems, vehicular traffic, waterborne, rail, and air traffic, parking, movement/circulation of people or goods, traffic hazards
- **Public services and utilities**
 - Fire, police, schools, parks or other recreational facilities, maintenance, communications, water/stormwater
- **Sewer/solid waste**

Port is the lead agency for the SEPA and the document will cover an extensive set of environmental elements

Common Theme: Aviation Demand Forecast

Representative Comments

Recent demand has outpaced approved SAMP forecast

Assess impacts that exceed SAMP forecasts, in case forecast is low

Next Steps

The Port and the FAA will review the approved SAMP forecast and determine if it needs to be supplemented or updated to better reflect current and anticipated future conditions

Demand at Sea-Tac Airport has mirrored the economic growth of the region

Common Theme: Alternatives in the Environmental Review

Representative Comments

Use other existing airports or a new regional airport

Include a scaled-back or “constrained” plan

Include SAMP Long-Term Vision (LTV)

Next Steps

Port and FAA will consider SAMP planning and Scoping comments regarding alternatives

Alternatives that are “reasonable” and meet “purpose and need” will be analyzed

Environmental review may identify mitigation that would constitute an alternative

LTV will be discussed within the cumulative impacts analysis

SAMP Near-Term Projects environmental review will include an alternatives analysis

Common Theme: Human Health Impacts

Representative Comments

Conduct human health study

Next Steps

Port will hire an expert to understand how human health impacts could be incorporated into SEPA

Human health will be a component of the SAMP Near-Term Projects environmental review

Common Theme: Aircraft Noise

Representative Comments

Use lower threshold than 65 DNL

Use noise metrics other than the FAA's required Day-Night Level (DNL)

Include impacts of NextGen technology and other changes to the airspace

Request for additional noise measurements and monitoring

Next Steps

Analysis will use FAA-established significance thresholds, methodologies, and metrics

Monitoring will be used to validate inputs to the noise modeling for the environmental analysis

SAMP Near-Term Projects environmental review will include an analysis of noise impacts

Common Theme: Air Quality and Climate

Representative Comments

Quantify and mitigate Greenhouse Gas (GHG) emissions

Request for air quality monitoring

Conduct analysis of ultrafine particulates (UFP)

Next Steps

Analysis will include quantitative GHG analysis

Analysis of air pollutant emissions will follow established standards, i.e. Clean Air Act

Port will hire an expert to understand how UFPs could be incorporated into SEPA analysis

SAMP Near-Term Projects environmental review will include an air quality, climate, and GHG assessment

Common Themes: Environmental Review Process

Representative Comments

Assess impacts of recent (past) growth, using 2012 as base year

Delay NEPA and SEPA review until other studies have been completed (ex. UFP & PSRC)

Include an analysis on individuals' quality of life

Next Steps

Document will identify existing conditions and past growth as part of cumulative impacts

Document will identify where information is not available or where uncertainty exists (SEPA)

Quality of life will be considered as it pertains to elements within SEPA

Other Port efforts are addressing non-SAMP comments received

Next Steps

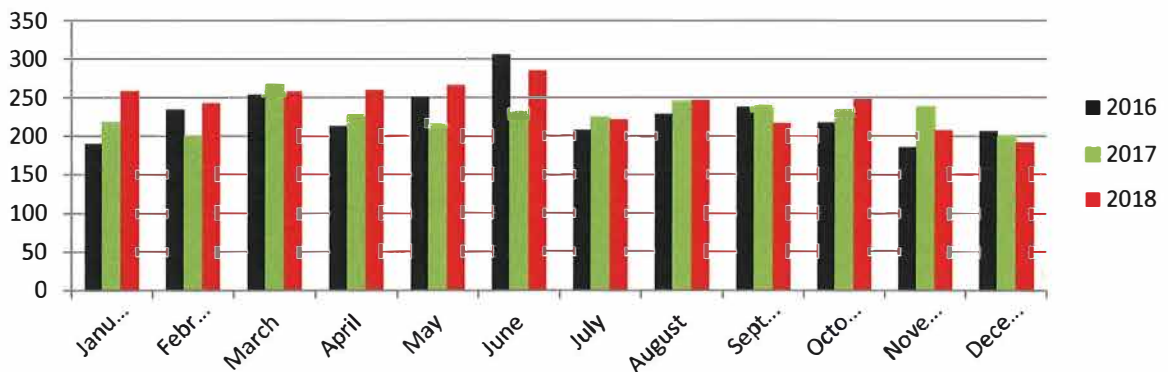
- Release Scoping Report (released 2/12/19)
- Refine NEPA EA and SEPA EIS scope to reflect comments received
- Conduct environmental analysis (through Fall 2019)
- Publish draft NEPA EA document for public review and comment (Late Fall 2019)
- Draft SEPA EIS document will follow the FAA's NEPA decision

Summary of Applications Received

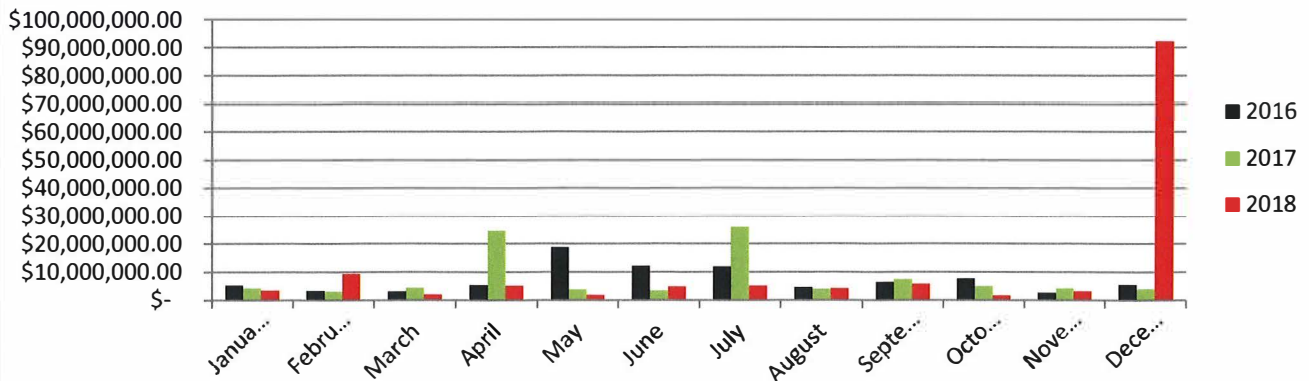
December 2018

Permit Type	Count	Valuation
Building	27	\$60,171,708
Damage	0	
Demolition	0	
Electrical	87	\$14,227,698
Fire Protection	5	\$941,291
Mechanical	32	\$13,170,899
Plumbing	11	\$3,694,873
Right of Way	26	
Sign	5	\$13,635
Totals:	192	\$92,220,105

NUMBER OF APPLICATIONS RECEIVED COMPARISON



APPLICATIONS RECEIVED VALUATION COMPARISON



TI PERMIT APPLICATIONS

Project Name	Description	Date Received	Address	Valuation
CAR DEALERSHIP REMODEL	REMODEL OF AN EXISTING BUILDING	12/07/2018	14650 1ST AVE S	\$16,208.00
PANATTONI - SEATTLE GATEWAY CENTER 2	TENANT ALTERATION CONSISTING OF NEW OFFICE SPACE WITHIN EXISTING WAREHOUSE (SUITE CONTAINS BOTH B & S OCCUPANCIES USED BY A SINGLE TENANT)	12/17/2018	1021 S 146TH ST [TEMP]	\$600,000.00
MUSIC & ARTS	INTERIOR TENANT IMPROVEMENT TO AN EXISTING SPACE	12/18/2018	14901 4TH AVE SW STE 102 A	\$290,000.00
KHALI'S SWEETS TI	ADDING INTERIOR WALLS FOR KITCHEN, EXPANDING EXISTING BATHROOM WALLS TO MEET ADA REQS / ADING ADDITIONAL PARKING STALL TO EXISTING PARKING ON LOT	12/19/2018	14629 AMBAUM BLVD SW	\$10,000.00
ST VINCENT DE PAUL BUILDING REPAIR	FRAMING TO FIX THE DAMAGED AREAS & CONSTRUCTION TO REPAIR THE COSMETIC DAMAGE FROM VEHICLE STRIKE	12/26/2018	13445 1ST AVE S	\$50,000.00
HIGHLINE ENDOSCOPY CENTER	TENANT IMPROVEMENT OF EXISTING SHELL SPACE	12/26/2018	16069 SYLVESTER RD SW	\$1,875,664.00
NEW HORIZON APARTMENTS	REPAIR WOOD FRAME WALKWAY	12/07/2018	625 SW 155TH ST	\$15,000.00

MAJOR PERMIT APPLICATIONS

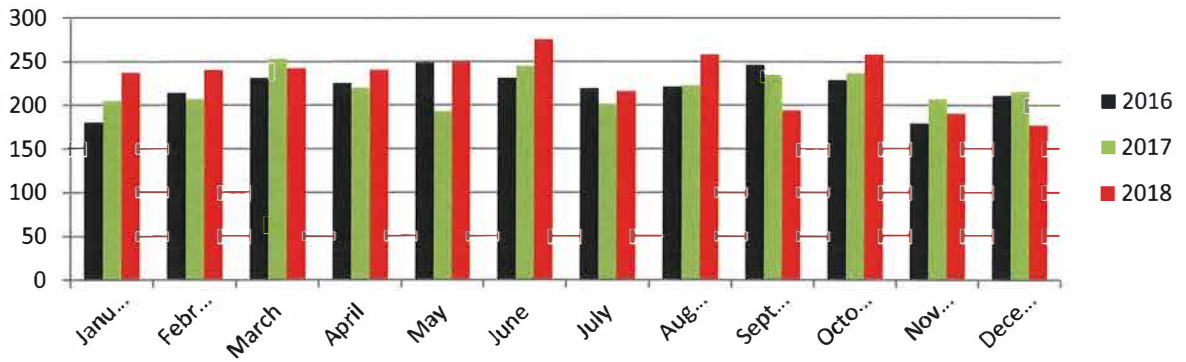
Project Name	Description	Date Received	Address	Valuation
SALMON CREEK WWTP SOLIDS HANDLING IMPROVEMENTS ELECTRICAL	ELECTRICAL UPGRADES OF AN EXISTING WASTE WATER TREATMENT PLANT / INCLUDING NEW GENERATOR, SWITCHGEAR, MCC's, ATS, LIGHTING & RE-FEEDING MOST EQUIPMENT	12/06/2018	12550 SHOREWOOD DR SW	\$1,900,000.00
BURIEN LANDING NEW SFR	CONSTRUCT APPROX. 2600 NEW SFR WITH ATTACHED 2-CAR GARAGE ON AN EXISTING VACANT LOT	12/07/2018	12057 8TH AVE S	\$316,011.12
HUBIE'S TOWING	OFFICE WITH ON-GRADE PARKING FOR TOWING COMPANY PARKING	12/12/2018	725 S 176TH ST	\$250,000.00
NORTH BAY HOMES SINGLE FAMILY RESIDENCE, LOT 5	CONSTRUCT 3185 SF SINGLE FAMILY RESIDENCE WITH ATTACHED GARAGE ON VACANT LOT	12/13/2018	162XX DES MOINES MEMORIAL DR S	\$388,320.33
NORTH BAY HOMES SINGLE FAMILY RESIDENCE, LOT 2	CONSTRUCT 3631 SF SINGLE FAMILY RESIDENCE WITH ATTACHED GARAGE ON VACANT LOT	12/13/2018	162XX DES MOINES MEMORIAL DR S	\$431,850.28
NORTH BAY HOMES SINGLE FAMILY RESIDENCE, LOT 1	CONSTRUCT 2803 SF SINGLE FAMILY RESIDENCE WITH ATTACHED GARAGE ON VACANT LOT	12/13/2018	162XX DES MOINES MEMORIAL DR S	\$385,000.00
NORTH BAY HOMES SINGLE FAMILY RESIDENCE, LOT 4	CONSTRUCT 2997 SF SINGLE FAMILY RESIDENCE WITH ATTACHED GARAGE ON VACANT LOT	12/13/2018	162XX DES MOINES MEMORIAL DR S	\$385,000.00
PANATTONI - SEATTLE GATEWAY CENTER 2	TENANT ALTERATION CONSISTING OF NEW OFFICE SPACE WITHIN EXISTING WAREHOUSE (SUITE CONTAINS BOTH B & S OCCUPANCIES USED BY A SINGLE TENANT)	12/17/2018	1021 S 146TH ST [TEMP]	\$600,000.00
MUSIC & ARTS	INTERIOR TENANT IMPROVEMENT TO AN EXISTING SPACE	12/18/2018	14901 4TH AVE SW STE 102 A	\$290,000.00
HIGHLINE HIGH SCHOOL RENOVATIONS & ADDITIONS	REPLACEMENT BUILDINGS FOR HIGHLINE HIGH SCHOOL	12/18/2018	225 S 152ND ST	\$47,026,953.00
HIGHLINE HIGH SCHOOL RENOVATIONS & ADDITIONS - CLEAR & GRADE	SITE IMPROVEMENTS FOR HIGHLINE HIGH SCHOOL	12/18/2018	225 S 152ND ST	\$7,165,089.00
HIGHLINE HIGH SCHOOL RENOVATIONS & ADDITIONS - MECHANICAL	MECHANICAL TO REPLACEMENT BUILDING FOR HIGHLINE HIGH SCHOOL	12/18/2018	225 S 152ND ST	\$13,083,300.00
HIGHLINE HIGH SCHOOL RENOVATIONS & ADDITIONS - PLUMBING	PLUMBING FOR HIGHLINE HIGH SCHOOL	12/18/2018	225 S 152ND ST	\$3,523,071.00
HIGHLINE HIGH SCHOOL RENOVATIONS & ADDITIONS - ELECTRICAL	ELECTRICAL FOR HIGHLINE HIGH SCHOOL	12/18/2018	225 S 152ND ST	\$12,204,898.00
HIGHLINE HIGH SCHOOL RENOVATIONS & ADDITIONS - FIRE	FIRE FOR HIGHLINE HIGH SCHOOL	12/18/2018	225 S 152ND ST	\$929,483.00
HIGHLINE ENDOSCOPY CENTER	TENANT IMPROVEMENT OF EXISTING SHELL SPACE	12/26/2018	16069 SYLVESTER RD SW	\$1,875,664.00
PANATTONI - SEATTLE GATEWAY CENTER 1 - SUDDATH TI	TENANT ALTERATION CONSISTING OF: NEW OFFICE SPACE WITHIN EXISTING WAREHOUSE / SUITE CONTAINS BOTH B & S OCCUPANCIES USED BY A SINGLE TENANT	12/26/2018	1201 S 140TH ST	\$550,000.00

Summary of Permits Issued

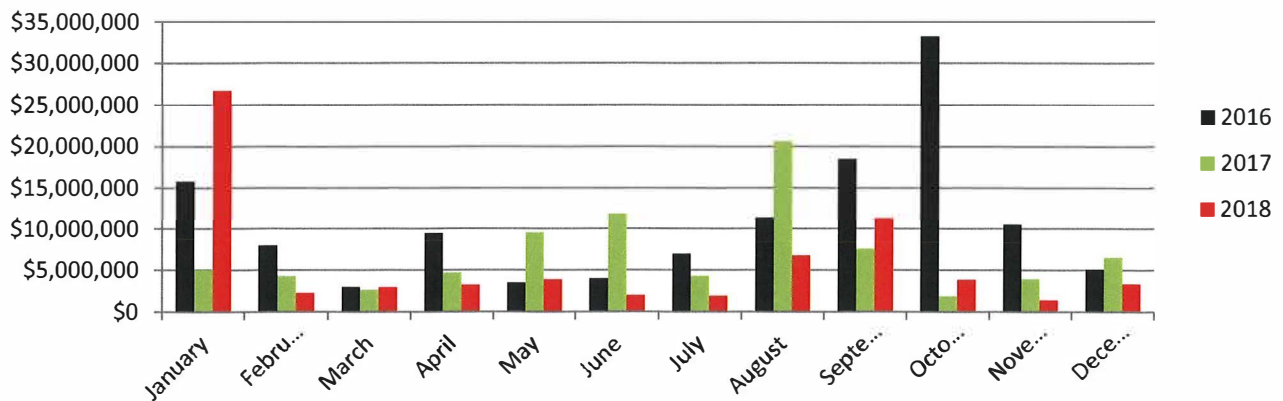
December 2018

Type Permit	Count	Valuation
Building	13	\$1,100,389
Demolition	0	
Electrical	88	\$1,994,225
Fire Protection	8	\$24,686
Mechanical	27	\$31,099
Plumbing	9	\$158,302
Right of Way	27	
Sign	5	\$11,935
Totals:	177	\$3,320,637

NUMBER OF PERMITS ISSUED COMPARISON



PERMITS ISSUED VALUATION COMPARISON



TI PERMITS ISSUED

Project Name	Description	Date Issued	Address	Valuation
BILINGUAL ACADEMY / LEARNING CENTER TI	TENANT IMPROVEMENT FOR BILINGUAL ACADEMY / LEARNING CENTER - CONSTRUCT FOUR PONY WALLS	12/13/2018	17684 1ST AVE S	\$10,500.00
TRADER JOE'S	WIDEN AN EXISTING MANDOR TO 5' WIDE BY 7' HIGH DOOR	12/13/2018	15868 1ST AVE S	\$12,500.00
SUDDATH RACKING	INSTALL (130) BAY OF PALLET RACK	12/13/2018	1201 S 140TH ST	\$83,000.00
NEW HORIZON APARTMENTS	REPAIR WOOD FRAME WALKWAY	12/28/2018	625 SW 155TH ST	\$15,000.00

MAJOR PERMITS ISSUED

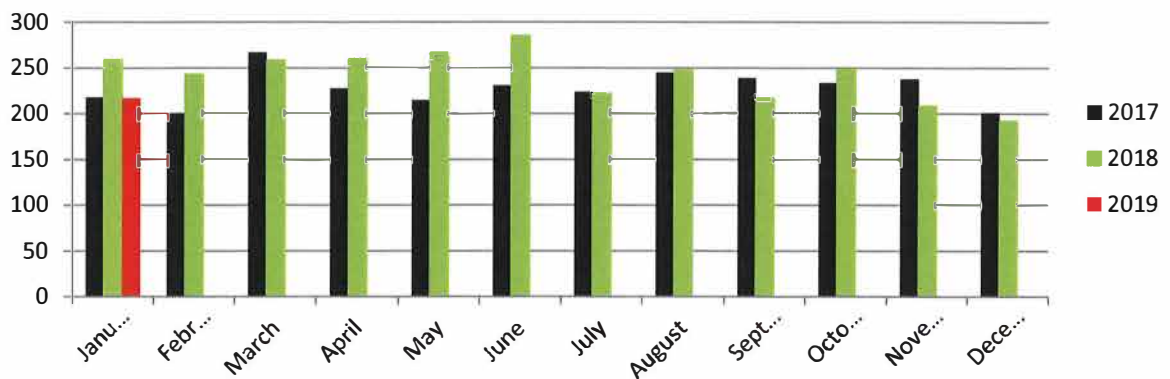
Project Name	Description	Date Issued	Address	Valuation
SALMON CREEK WWTP SOLIDS HANDLING IMPROVEMENTS ELECTRICAL	ELECTRICAL UPGRADES OF AN EXISTING WASTE WATER TREATMENT PLANT / INCLUDING NEW GENERATOR, SWITCHGEAR, MCC's, ATS, LIGHTING & RE-FEEDING MOST EQUIPMENT	12/13/2018	12550 SHOREWOOD DR SW	\$1,900,000.00
POTTS SFR	CONSTRUCTION OF A NEW SINGLE FAMILY RESIDENCE	12/27/2018	1510 SW 160TH ST [TEMP]	\$450,000.00

Summary of Applications Received

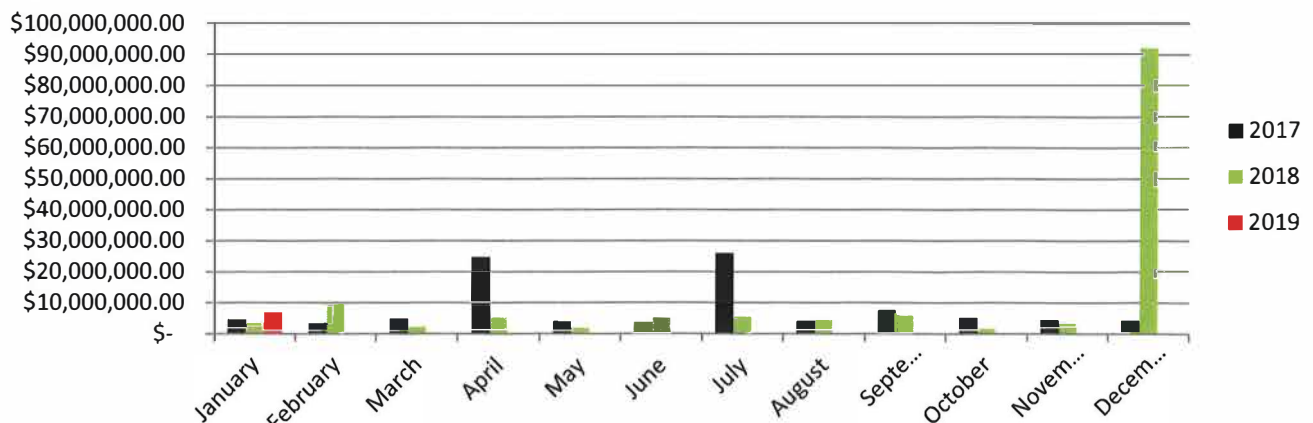
January 2019

Permit Type	Count	Valuation
Building	20	\$5,185,079
Damage	1	
Demolition	2	
Electrical	90	\$576,449
Fire Protection	6	\$29,885
Mechanical	42	\$450,305
Plumbing	20	\$401,705
Right of Way	34	
Sign	2	\$3,050
Totals:	217	\$6,646,473

NUMBER OF APPLICATIONS RECEIVED COMPARISON



APPLICATIONS RECEIVED VALUATION COMPARISON



TI PERMIT APPLICATIONS

Project Name	Description	Date Received	Address	Valuation
PUGET SOUND SKILLS CTR TI	MINOR DEMO FOR CONSTRUCTION OF NEW SPACE WITHIN EXISTING SHOP BUILDING. NEW CONSTRUCTION OF OUTDOOR SHED FOR MECHANICAL EQUIPMENT	01/10/2019	18010 8TH AVE S	\$250,000.00
AYA YOGA OASIS	CHANGE OF USE - PAINT STORE TO YOGA STUDIO - NO CONSTRUCTION	01/22/2019	155 SW 152ND ST STE B	\$200.00
FRED MEYER 028 TENANT IMPROVEMENT	TI: NEW FIXTURES & SHELVING THROUGHOUT THE STORE / NEW PAINT & DECOR / NEW FLOORING IN THE VESTIBULES / NEW PRODUCE PREP AREA / NEW FLORAL STORAGE AREA / RE-STIPING OF PARKING LOT	01/28/2019	14300 1ST AVE S	\$2,300,000.00
ST FRANCIS OF ASSISI CHURCH REPAIR	STABILIZE FOUNDATION OF STAIRS AND REPAIR LIFT.	01/09/2019	15216 21ST AVE SW	\$36,979.00
OFFICE SPACE STE 207 / 208 REMODEL	REMOVE PARTITION WALL BETWEEN SUITE 207 & 208	01/02/2019	15111 8TH AVE SW STE 207	\$6,000.00
AMBAUM SQUARE CONDOMINIUMS	WINDOW & SIDING REPLACEMENT (LIKE-FOR-LIKE) NO STRUCTURAL CHANGES	01/29/2019	17430 AMBAUM BLVD S	\$130,000.00

MAJOR PERMIT APPLICATIONS

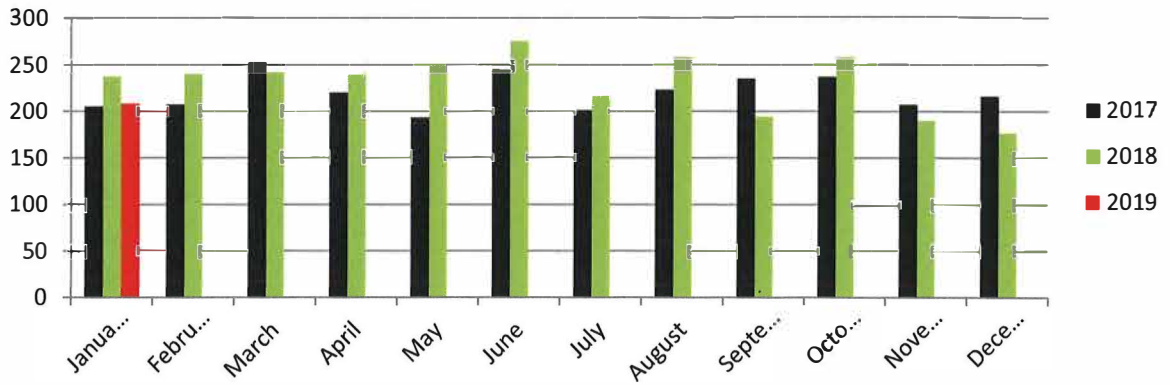
Project Name	Description	Date Received	Address	Valuation
CASTRO/ELGIN SFR	BUILD NEW 2-STORY 2022 SQ. FT. SFR	01/09/2019	11415 12TH AVE SW	\$265,000.00
PUGET SOUND SKILLS CTR TI	MINOR DEMO FOR CONSTRUCTION OF NEW SPACE WITHIN EXISTING SHOP BUILDING. NEW CONSTRUCTION OF OUTDOOR SHED FOR MECHANICAL EQUIPMENT	01/10/2019	18010 8TH AVE S	\$250,000.00
PUGET SOUND SKILLS CTR TI	FURNISH AND INSTALL MECHANICAL SYSTEMS, COMPOSITES DUST COLLECTION SYSTEM, COMPRESSED AIR/VACUUM LINES	01/10/2019	18010 8TH AVE S	\$200,000.00
FEENEY NEW SFR	CONSTRUCT NEW 3282 SQ. FT. SFR	01/18/2019		\$400,000.00
ANDERSON ADDITION	1,928 SQ FT SECOND FLOOR ADDITION TO SINGLE FAMILY RESIDENCE	01/22/2019	12405 24TH AVE S	\$250,000.00
FRED MEYER 028 TENANT IMPROVEMENT	TI: NEW FIXTURES & SHELVING THROUGHOUT THE STORE / NEW PAINT & DECOR / NEW FLOORING IN THE VESTIBULES / NEW PRODUCE PREP AREA / NEW FLORAL STORAGE AREA / RE-STIPING OF PARKING LOT	01/28/2019	14300 1ST AVE S	\$2,300,000.00
FRED MEYER 028 - ELECTRICAL	ELECTRICAL TO TENANT IMPROVEMENT	01/28/2019	14300 1ST AVE S	\$250,000.00
HAMMOND NEW SFR	REMOVE EXISTING RESIDENCE & REPLACE WITH A NEW 6254 SQ. FT. SINGLE STORY WITH DAYLIGHT BASEMENT	01/29/2019	2606 SW 167TH PL	\$1,200,000.00

Summary of Permits Issued

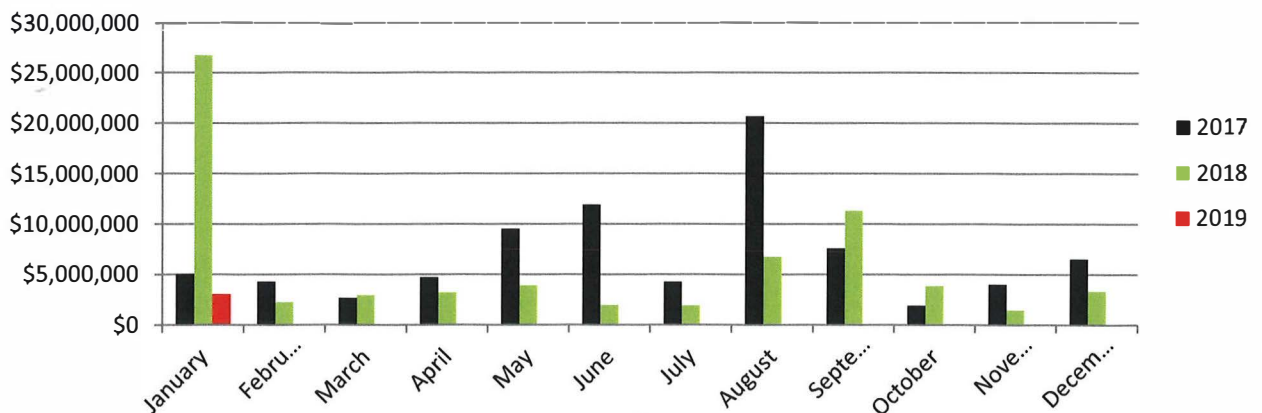
January 2019

Type Permit	Count	Valuation
Building	22	\$2,585,300
Demolition	2	
Electrical	87	\$166,993
Fire Protection	5	\$22,833
Mechanical	45	\$169,305
Plumbing	17	\$68,705
Right of Way	26	
Sign	3	\$14,110
Totals:	208	\$3,027,246

NUMBER OF PERMITS ISSUED COMPARISON



PERMITS ISSUED VALUATION COMPARISON



TI PERMITS ISSUED

Project Name	Description	Date Issued	Address	Valuation
ST VINCENT DE PAUL BUILDING REPAIR	FRAMING TO FIX THE DAMAGED AREAS & CONSTRUCTION TO REPAIR THE COSMETIC DAMAGE FROM VEHICLE STRIKE	01/04/2019	13445 1ST AVE S	\$50,000.00
NUCLEAR MEDICINE TI	E18-43482 TI OF TWO NON-SEPARATED EXISTING NUCLEAR MEDICINE CAMERA ROOMS ON THE FIFTH FLOOR OF EXISTING HOSPITAL / DEMO OF EXISTING WOOD FLOOR STRUCTURE, ADDING NEW CONCRETE FILLED STEEL DECK SLAB & ITS ASSOCIATED STRUCTURE, CHANGING INTERIOR OPENINGS SIZE & LOCATIONS, RENO OF INTERIOR FINISHES OF THE TWO IMAGING ROOMS & THE ADJACENT TWO TOILET ROOMS / SCOPE ALSO INCLUDES NEW DIFFUSERS ON NEW CEILINGS, CASEWORK, SINKS, COUNTERTOPS, NEW LIGHTING FIXTURES	01/14/2019	16251 SYLVESTER RD SW	\$369,564.00
ST FRANCIS OF ASSISI CHURCH REPAIR	STABILIZE FOUNDATION OF STAIRS AND REPAIR LIFT.	01/15/2019	15216 21ST AVE SW	\$36,979.00
TRAVELLE FAMILY DENTISTRY	E18-33327 TI (NON-STRUCTURAL) TO MODIFY THE EXISTING SUITE B TO EXTEND TRAVELLE FAMILY DENTISTRY TO 3308 SQ. FT. / THE OFFICE ADDITION WILL INCLUDE INTERIOR PARTITIONS, EQUIPMENT, LIGHTING AND FINISHES	01/18/2019	115 S 177TH PL	\$330,000.00
OFFICE SPACE STE 207 / 208 REMODEL	REMOVE PARTITION WALL BETWEEN SUITE 207 & 208	01/22/2019	15111 8TH AVE SW STE 207	\$6,000.00
AMBAUM SQUARE CONDOMINIUMS	WINDOW & SIDING REPLACEMENT (LIKE-FOR-LIKE) NO STRUCTURAL CHANGES	01/29/2019	17430 AMBAUM BLVD S	\$130,000.00

MAJOR PERMITS ISSUED

Project Name	Description	Date Issued	Address	Valuation
NUCLEAR MEDICINE TI	TI OF TWO NON-SEPARATED EXISTING NUCLEAR MEDICINE CAMERA ROOMS ON THE FIFTH FLOOR OF EXISTING HOSPITAL / DEMO OF EXISTING WOOD FLOOR STRUCTURE, ADDING NEW CONCRETE FILLED STEEL DECK SLAB & ITS ASSOCIATED STRUCTURE, CHANGING INTERIOR OPENINGS SIZE & LOCATIONS, RENO OF INTERIOR FINISHES OF THE TWO IMAGING ROOMS & THE ADJACENT TWO TOILET ROOMS / SCOPE ALSO INCLUDES NEW DIFFUSERS ON NEW CEILINGS, CASEWORK, SINKS, COUNTERTOPS, NEW LIGHTING FIXTURES	01/14/2019	16251 SYLVESTER RD SW	\$369,564.00
1415 S 132ND ST SINGLE FAMILY	CONSTRUCT 2559 SQ FT, TWO STORY SINGLE FAMILY RESIDENCE WITH ATTACHED GARAGE	01/31/2019	1415 S 132ND ST	\$350,000.00
1417 S 132ND ST SINGLE FAMILY	CONSTRUCT 2893 SQ FT, TWO STORY SINGLE FAMILY RESIDENCE WITH ATTACHED GARAGE	01/31/2019	1417 S 132ND ST	\$350,000.00
TRAVELLE FAMILY DENTISTRY	TI (NON-STRUCTURAL) TO MODIFY THE EXISTING SUITE B TO EXTEND TRAVELLE FAMILY DENTISTRY TO 3308 SQ. FT. / THE OFFICE ADDITION WILL INCLUDE INTERIOR PARTITIONS, EQUIPMENT, LIGHTING AND FINISHES	01/18/2019	115 S 177TH PL	\$330,000.00

CITY OF BURIEN, WASHINGTON

DATE: January 25, 2019
TO: Mayor Jimmy Matta and City Council
FROM: Steven Blake CBO, Building Official
SUBJECT: Construction and Land Use Permit Activity Report for 4th Quarter of 2018

1. CONSTRUCTION-RELATED PERMITS ISSUED—QUARTERLY:

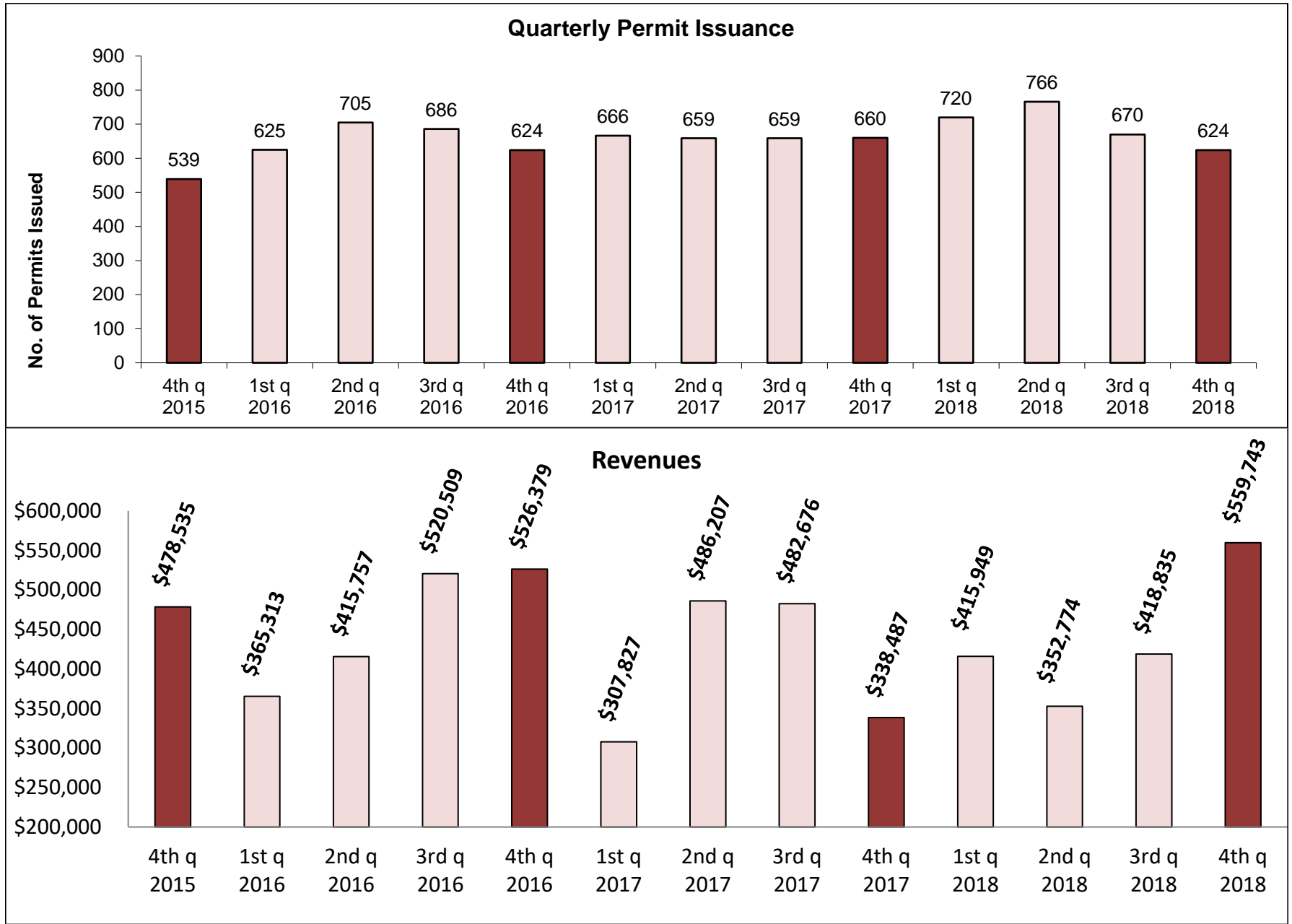
The chart below shows the number of different construction-related permits issued over the past three years, along with the revenues generated by those permits.

ISSUED PERMITS	4 th q 2015	1 st q 2016	2 nd q 2016	3 rd q 2016	4 th q 2016	1 st q 2017	2 nd q 2017	3 rd q 2017	4 th q 2017	1 st q 2018	2 nd q 2018	3 rd q 2018	4 th q 2018
Building	95	80	96	115	86	87	112	107	75	76	111	95	63
Demolition	9	3	15	14	5	10	7	12	9	12	13	8	5
Electrical	209	298	280	269	260	270	272	258	264	297	317	235	273
Fire Protection	22	18	29	22	27	18	14	38	29	34	35	27	21
Mechanical	92	92	111	104	108	96	87	76	122	112	116	113	117
Plumbing	31	35	46	41	27	30	29	32	44	35	39	40	39
Right-of-Way	70	75	115	108	93	144	125	118	109	141	124	143	91
Sign	11	14	13	13	18	11	12	18	8	12	9	8	13
TOTALS	539	625	705	686	624	666	659	659	660	720	766	670	624
Revenues	\$ 478,535	\$ 365,313	\$415,757	\$520,509	\$ 526,379	\$ 307,827	\$ 486,207	\$ 482,676	\$ 338,487	\$415,949	\$352,774	\$418,835	\$ 559,743
Valuation (\$millions)	\$ 17.9	\$ 26.8	\$ 16.9	\$ 36.8	\$ 49.8	\$12.0	\$ 26.1	\$ 32.5	\$ 12.4	\$31.9	\$9.1	\$19.9	\$8.5

2. CONSTRUCTION-RELATED PERMITS ISSUED-- SUMMARY:

The chart below shows a summary of permits issued, total revenue, and valuation by year.

	2011	2012	2013	2014	2015	2016	2017	2018 YTD
Permits Issued	2166	2317	2433	2632	2401	2640	2644	2780
Total Revenues	\$ 989,058	\$ 938,550	\$1,096,068	\$1,385,823	\$1,692,343	\$ 1,827,959	\$1,615,197	\$1,747,301
Total Valuation	\$ 57,661,370	\$ 50,258,095	\$ 40,542,275	\$ 55,836,508	\$ 146,500,155	\$ 130,348,383	\$ 83,033,312	\$ 69,601,515



3. MAJOR CONSTRUCTION PERMITS ISSUED:

The following table shows major construction permits issued (over \$350,000) in the fourth quarter of 2018.

PROJECT NAME	PROJECT DESCRIPTION	DATE ISSUED	PROJECT ADDRESS	VALUATION
SALMON CREEK WWTP SOLIDS HANDLING IMPROVEMENTS ELECTRICAL	ELECTRICAL UPGRADES OF AN EXISTING WASTE WATER TREATMENT PLANT / INCLUDING NEW GENERATOR, SWITCHGEAR, MCC's, ATS, LIGHTING & RE-FEEDING MOST EQUIPMENT	12/13/2018	12550 SHOREWOOD DR SW	\$1,900,000.00
ENGAGE EARLY LEARNING CTR	RENOVATION AND ADDITION TO EXISTING BUILDING FOR DAYCARE FACILITY	10/30/2018	820 SW 148TH ST	\$948,035.00
POTTS SFR	CONSTRUCTION OF A NEW SINGLE FAMILY RESIDENCE	12/27/2018	1510 SW 160TH ST [TEMP]	\$450,000.00
LEGANIEDS PLAN 3B	CONSTRUCT 2774 SF SINGLE FAMILY RESIDENCE	11/08/2018	16456 11TH AVE SW [TEMP]	\$380,000.00
LEGANIEDS PLAN 3A	CONSTRUCT 2702 SF SINGLE FAMILY RESIDENCE	11/08/2018	1020 SW 166TH ST	\$380,000.00
AMERICAN MECHANICAL - BLDG A	ALTERATIONS OF EXISTING BUILDING FOR EXTERIOR FINISH & INTERIOR / BUILDING ADDITION OF NEW OFFICE SPACE UNDER EXISTING DRIVE-THRU ROOF PROJECTION / CONSTRUCTION OF NEW ACCESSORY STORAGE BUILDING WITH SMALL MEZZANINE FOR OFFICE & RESTROOM	10/18/2018	15820 AMBAUM BLVD SW	\$350,000.00

5. E-PERMITS – (MyBuildingPermit.com, AKA MBP)

Currently Burien offers all Mechanical, Plumbing and Electrical permits to be applied for online, including those that require plan review. Building permits are also offered online for new commercial, new multifamily, and tenant improvements or remodels for commercial and multifamily permit applications.

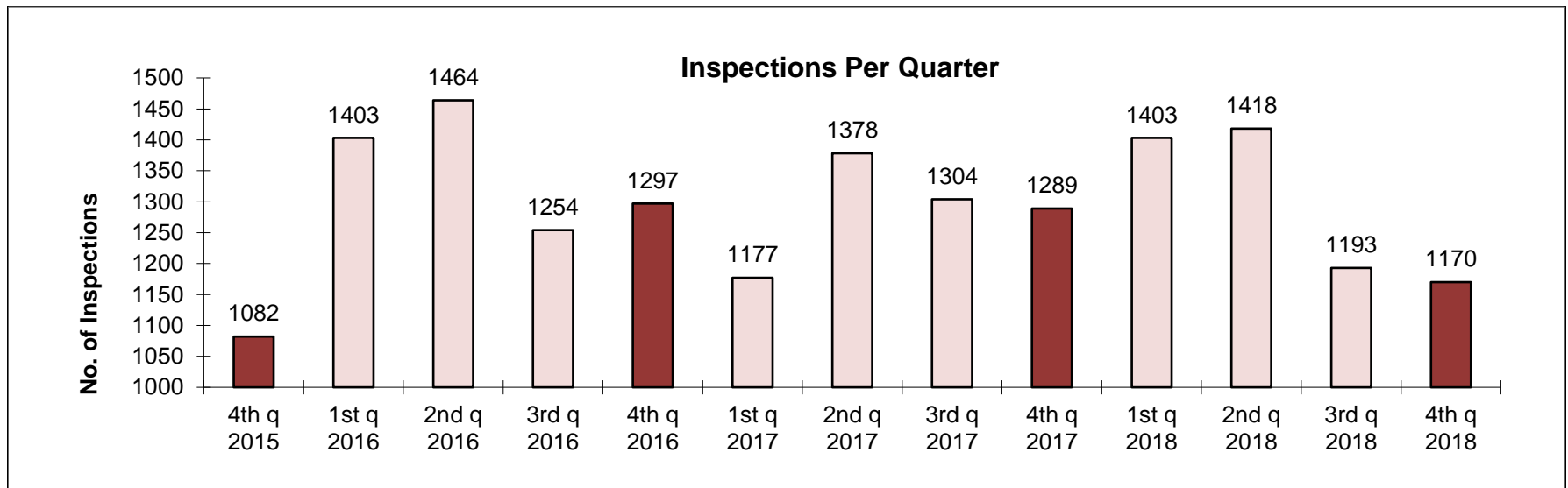
The chart below shows the number of permits that have been issued on line in relation to the total number of permits that are currently available to be issued online by the City for each permit type.

E-PERMITS ISSUED	1 st q 2016	2 nd q 2016	3 rd q 2016	4 th q 2016	1 st q 2017	2 nd q 2017	3 rd q 2017	4 th q 2017	1 st q 2018	2 nd q 2018	3 rd q 2018	4 th q 2018
Building	15/32 (42%)	6/34 (18%)	16/49 (33%)	17/31 (55%)	11/44 (25%)	14/33 (42%)	9/42 (21%)	14/28 (50%)	17/34 (50%)	17/49 (34%)	28/47 (59%)	7/19 (37%)
Mechanical	73/92 (79%)	62/82 (76%)	88/104 (75%)	79/108 (73%)	78/96 (81%)	65/87 (75%)	67/77 (87%)	95/122 (78%)	89/112 (79%)	102/120 (85%)	99/113 (87%)	100/117 (85%)
Plumbing	15/34 (44%)	16/34 (47%)	19/44 (43%)	10/27 (37%)	19/30 (63%)	14/29 48%	16/31 (52%)	22/44 (50%)	24/35 (68%)	17/42 (40%)	26/40 (65%)	23/39 (59%)
Electrical	202/296 (68%)	153/204 (78%)	173/264 (66%)	180/258 (70%)	189/267 (71%)	187/263 (71%)	176/253 (70%)	184/254 (72%)	209/297 (70%)	224/324 (69%)	170/235 (72%)	203/273 (74%)
TOTALS	305/454 (67%)	237/354 (67%)	286/461 (62%)	286/424 (67%)	297/437 (68%)	280/412 (68%)	268/403 (67%)	315/448 (70%)	339/478 (70%)	360/535 (67%)	323/435 (76%)	333/448 (74%)

6. CONSTRUCTION INSPECTIONS:

Burien’s Building Inspectors perform a variety of building, electrical, plumbing and mechanical inspections in addition to performing plan reviews and assisting the public at the counter and on the phone. They also assist with code enforcement complaints related to construction projects. Inspection requests can be called into a voice mail system, or submitted online through the City’s website or www.mybuildingpermit.com.

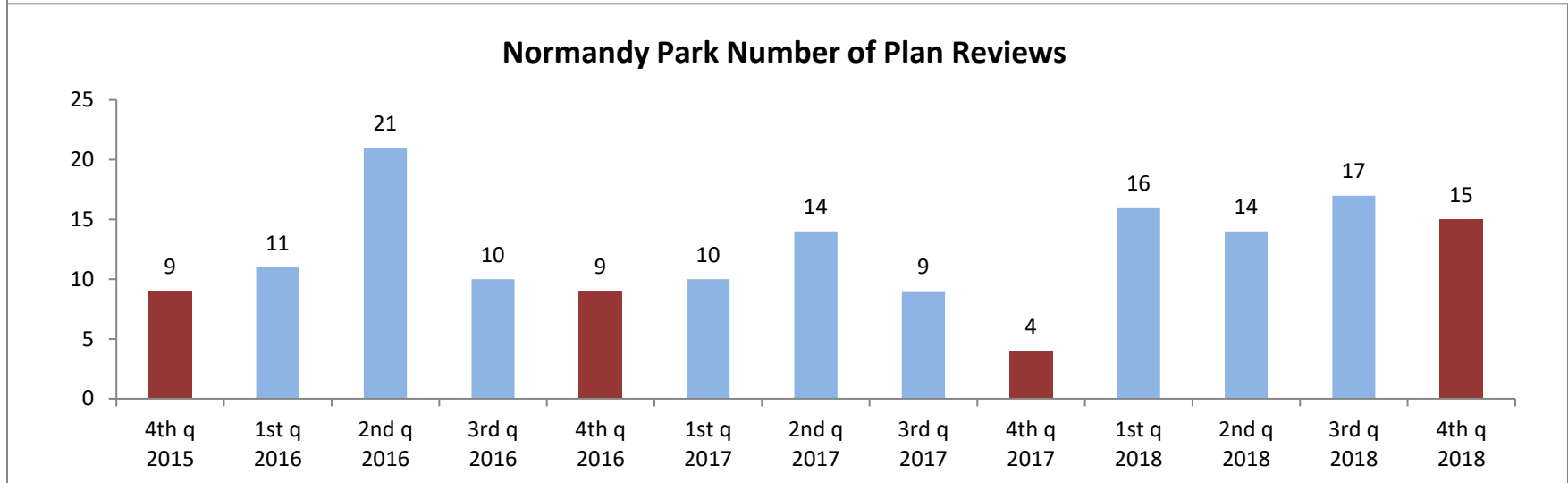
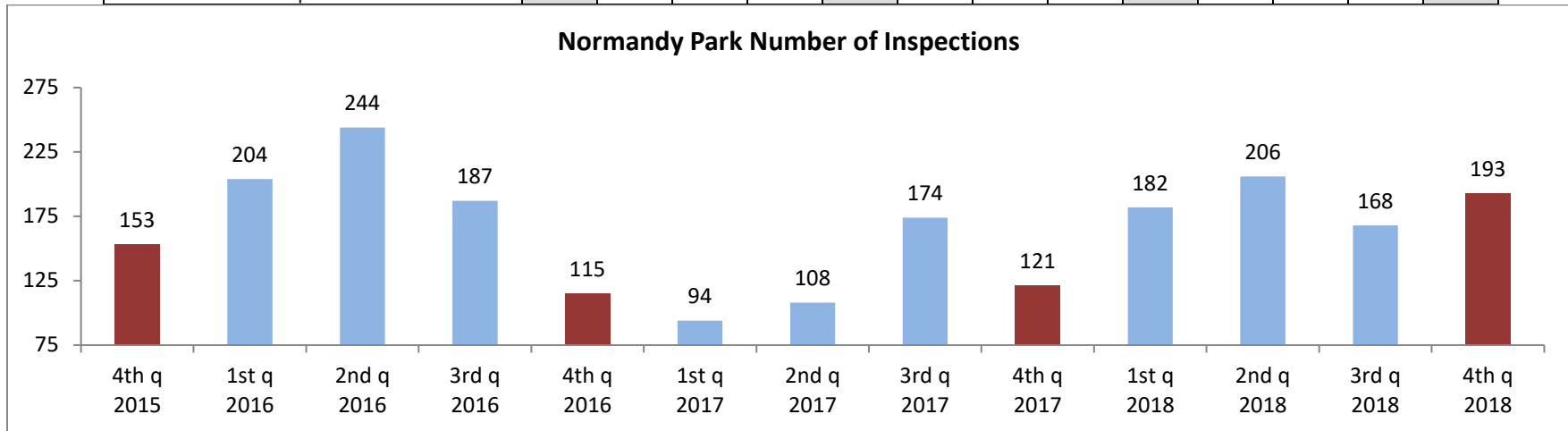
INSPECTIONS	4 th q 2015	1 st q 2016	2 nd q 2016	3 rd q 2016	4 th q 2016	1 st q 2017	2 nd q 2017	3 rd q 2017	4 th q 2017	1 st q 2018	2 nd q 2018	3 rd q 2018	4 th q 2018
No. of Inspections	1082	1403	1464	1254	1297	1177	1378	1304	1289	1403	1418	1193	1170
Average No. of inspections per day per inspector	7.1	9.1	9.2	7.8	8.6	7.6	8.6	8.3	8.6	9.1	8.8	7.6	7.8



7. NORMANDY PARK PLAN REVIEWS AND INSPECTIONS:

The following chart shows the number of plan reviews and inspections performed by Burien staff on behalf of Normandy Park. This work is in addition to work performed for Burien.

	4 th q 2015	1 st q 2016	2 nd q 2016	3 rd q 2016	4 th q 2016	1 st q 2017	2 nd q 2017	3 rd q 2017	4 th q 2017	1 st q 2018	2 nd q 2018	3 rd q 2018	4 th q 2018
No. of inspections	153	204	244	187	115	94	108	174	121	182	206	168	193
No. of Plan Reviews + Other	9	11	21	10	9	10	14	9	4	16	14	17	15
Average No. of inspections per day per inspector	2.5	3.3	3.8	2.9	1.9	1.5	1.7	2.8	2.0	2.9	3.2	2.7	3.2



8. LAND USE PRE-APPLICATION MEETINGS:

Pre-application meetings are required for most planning and land use-related actions. Meetings are held every other Thursday for up to 3 pre-application reviews. Staff from planning, building, public works, fire, and police attends as needed to discuss fatal flaws and to identify various requirements for a proposed development. A written report is provided to the applicant, as well as meeting minutes. Although this service requires a substantial amount of staff time, it has proven to be valuable to both the applicant and the city and helps to expedite the formal review later in the process. The following chart shows the number of pre-application reviews by project type.

Pre-Application Project Type	4 th q 2015	1 st q 2016	2 nd q 2015	3 rd q 2016	4 th q 2016	1 st q 2017	2 nd q 2017	3 rd q 2017	4 th q 2017	1 st q 2018	2 nd q 2018	3 rd q 2018	4 th q 2018
Short Plat (4 or fewer lots)	3	3	3	4	3	4	9	11	3	7	4	6	4
Subdivision (5 or more lots)			1		3			1	1	1	1		
Multi-Family		1	4	1	1	3	4	1	5	3	4	1	1
Critical Area Review—Single-Family	1	7	5	2	1	2	2	3	6	2	1	1	1
Critical Area Review—Other					1				5		1		2
Commercial/Mixed Use—New	3	1	2	2	2	3	1	1	3	3	2		
Commercial/Mixed Use—Addition, Renovation	1	1	3	1	1			1		2	5	1	1
Change of Use	8	2	1	4	3		5	1	1	1		1	2
Other	1	1	2		6	1				1	4	2	5
TOTALS	17	17	21	16	21	13	21	19	24	20	22	12	16

9. LAND USE APPLICATIONS:

The following chart shows the types of planning and land use applications received categorized by project type.

Project Type	4 th q 2015	1 st q 2016	2 nd q 2016	3 rd q 2015	4 th q 2019	1 st q 2017	2 nd q 2017	3 rd q 2017	4 th q 2017	1 st q 2018	2 nd q 2018	3 rd q 2018	4 th q 2018
Critical Area Review—Admin.			3	1	1	1	1	2	1	1	1	1	2
Critical Area Review—Type 1											1		
Lot Line Adjustment	1	1	2	1	5	3	2	3	2	6	1	1	4
Land Use Review—Type 1	2	2	4	4	4	1	2	1	7	3	8	4	2
Land Use Review—Type 2					1					1			
Land Use Review—Type 3					1								
Master Sign Plan					1	1						1	
Rezone						1				2			
Shoreline Exemption	2	5	5	5	3	3		1	2	2	2	1	2
Short Plat--Preliminary		2	2	1	1	4	1	4	3	3	1	5	3
Short Plat--Final	3	1	1	2		1		3	2	4	2	3	1
Subdivision—Preliminary													
Subdivision--Final		1				1		1	2				
Tree Removal Permit	5	1	5	6	7	6	5	8	2	3	8	5	2
Temporary Use Permit										1			2
TOTALS	13	13	22	20	24	22	11	23	20	26	24	21	18

10. LAND USE DECISIONS ISSUED:

	3 rd q 2015	4 th q 2015	1 st q 2016	2 nd q 2016	3 rd q 2016	4 th q 2016	1 st q 2017	2 nd q 2017	3 rd q 2017	4 th q 2017	1 st q 2018	2 nd q 2018	3 rd q 2018	4 th q 2018
Number of Decisions Issued	3	7	1	7	9	5	7	8	5	12	4	15	9	13
Percent Issued By Target Date	100%	100%	100%	100%	89%	100%	100%	100%	100%	100%	100%	87%	89%	77%



SEA-TAC STAKEHOLDER ADVISORY ROUND TABLE

December 19, 2018 Recap

The Sea-Tac Stakeholder Advisory Round Table (StART) meeting took place on December 19, 2018 with a focus on confirming the next steps based on the work of the Aviation Noise Working Group, to hear and discuss Federal Congressional efforts related to airports and airport communities, and to propose and discuss an additional Federal Policy Working Group. StART, a voluntary, advisory roundtable convened by Seattle-Tacoma International Airport's Managing Director Lance Lyttle, is a venue for the Port of Seattle to engage with the communities of SeaTac, Burien, Des Moines, Normandy Park, Tukwila and Federal Way. Representatives from Delta Air Lines, Alaska Airlines, and Lynden are also members. The Federal Aviation Administration (FAA) participates as a non-member.

Fernando Ruiz, Legislative Assistant to U.S. Representative Adam Smith and Lyndall Bervar, District Representative to U.S. Representative Adam Smith, provided an update on the status of proposed legislation: The Particle Emissions Act and the Aviation Impacted Communities Act. They also discussed the FAA Reauthorization Act and next steps connected to implementation. Also, it was mentioned that a priority for the next Congress will be a bill focusing on secondary insulation for residences impacted by aviation noise.

After the discussion, Lance Lyttle, Aviation Managing Director of Sea-Tac Airport proposed a new Federal Policy Working Group for StART that would focus on federal efforts and identify areas where input and participation can help shape the scope and implementation of research and studies within the FAA Reauthorization Act. StART participants agreed that it would be useful to initiate the Federal Policy Working Group. Lyttle solicited volunteers from StART participants.

The StART Aviation Noise Working Group (Working Group) provided a recap of their last three meetings held since the last StART meeting. The Working Group put forward two action steps that are ready for the Port to carry forward: an updated Runway Use Agreement between the Port of Seattle and the FAA that clarifies minimized use of the 3rd Runway during the late night hours (12 AM to 5 AM); and a Late Night Noise Limitation program aimed at incentivizing air carriers to fly at less noise sensitive hours or transition to quieter aircraft. The Working Group also reported that it is analyzing whether changes in Runway 34R's glide slope could be implemented to further add to noise reduction measures. Additionally, the Working Group has suggested that the Port send letters to airline carriers who fly A320 aircraft to inquire about their plans and encourage them to retrofit their aircraft to mitigate the whistle noise. The Working Group shared their draft Action Agenda along with their Draft Work Plan. They will continue to meet in 2019. Public comment was heard. The next meeting is scheduled for February 27, 2019 6:00-8:00pm at the Airport.

StART meeting documents may be found on the Port of Seattle [website](#).



Member/Resource List Federal Policy Working Group

Members	Phone	Email	Title
Terry Plumb		Tmcp123@hotmail.com	Burien Community Member
Chris Hall	(206) 249.3280	enzospeed@gmail.com	Federal Way Community Member
Brian Wilson	206) 248.5503 w	brianw@burienwa.gov	Burien City Manager
Sheila Brush	206) 501.9553 h (253) 395.7910 w	shebrush@gmail.com	Des Moines Community Member
Jennifer Ferrer-Santa Ines	(206) 248.8251 w	jferrer-santaines@normandyparkwa.gov	Normandy Park Finance Director
Earnest Thompson	(206) 355.1077	Ecoe69@hotmail.com	Normandy Park Community Member
Kyle Moore	(206) 973-4812 w (206) 702-6982	kmoore@ci.seatac.wa.us	City of SeaTac Government Relations and Communication Manager
Robert Akhtar	(206) 403.7020	seaprideusa@comcast.net	SeaTac Community Member
Fernando Ruiz	(202) 225-8901	Fernando.Ruiz@mail.house.gov	Congressman Adam Smith, Legislative Assistant
Lyndall Bervar	(425) 793-5180 w (253) 753-3329 c	Lyndall.Bervar@mail.house.gov	Congressman Adam Smith, District Rep.
Zachary Carstensen	(206) 674-0040 W	Zach.carstensen@mail.house.gov	Office of Congresswoman Pramila Jayapal, Director, Outreach and Engagement
Lylianna Allala		Lylianna.allala@mail.house.gov	Office of Congresswoman Pramila Jayapal,
Stasha Espinosa		Stasha_espinosa@murray.senate.gov	Office of Patty Murray
Adam LeMieux		Adam.lemieux@mail.house.gov	Office of Congressman Rich Larsen
Eric Schinfeld	(206) 787-5031 w	Schinfeld.e@portseattle.org	Port of Seattle, Sr.

StART Member/Resource List Federal Policy Working Group

	(206) 214-8809 C		Manager, Federal & International Government Relations
Resources	Phone	Email	Title
Dave Kaplan	(206) 787.4368w	Kaplan.D@portseattle.org	Port of Seattle, Local Government Relations Manager
Stan Shepherd	(206) 787.4095 w	Shepherd.S@portseattle.org	Port of Seattle, Manager of Noise Programs
Arlyn Purcell		Purcell.Arlyn@portseattle.org	Port of Seattle, Director of Aviation Environmental Services
Marco Milanese	(206) 787.7734 w	Milanese.m@portseattle.org	Port of Seattle, Community Engagement Manager
Clare Gallagher	(206) 787.3718 w	Gallagher.c@portseattle.org	Port of Seattle, Director of Capital Project Delivery
Jason Ritchie		Jason.Ritchie@faa.gov	FAA Assistant Manager, Seattle Airports District Office
Consultants			
Phyllis Shulman	(206) 446-8788 w	pshulman82@gmail.com	Facilitator, Civic Alchemy



Department of Commerce

A STUDY OF THE CURRENT AND ON-GOING EFFECTS OF THE OPERATION OF THE SEATTLE-TACOMA INTERNATIONAL AIRPORT

2019 SEA-TAC AIRPORT STUDY – RE: ESSB 6032

*Project
Charter*

POLICY BASIS:

The Washington State Legislature enacted Engrossed Substitute Senate Bill (ESSB) 6032 during the 2018 regular session. Section 127(63) (referred to as “the Proviso”) provides in part that, \$300,000 of the general fund—(state appropriation) for fiscal year 2019 and \$300,000 of the general fund—(local appropriation) are provided solely for The State Department of Commerce (Commerce) to contract with a consultant to study the current and ongoing impacts of the SeaTac International Airport. **The general fund—state funding provided in this subsection serves as a state match and may not be spent unless \$300,000 of local matching funds is transferred to the department.**

ESSB Section 127(63)

(63) (a) \$300,000 of the general fund—state appropriation for fiscal year 2019 and \$300,000 of the general fund—local appropriation are provided solely for the department to contract with a consultant to study the current and ongoing impacts of the SeaTac international airport. The general fund—state funding provided in this subsection serves as a state match and may not be spent unless \$300,000 of local matching funds is transferred to the department. The department must seek feedback on project scoping and consultant selection from the cities listed in (b) of this subsection.³²

(b) The study must include, but not be limited to: (i) The impacts that the current and ongoing airport operations have on quality of life associated with air traffic noise, public health, traffic, congestion, and parking in residential areas, pedestrian access to and around the airport, public safety and crime within the cities, effects on residential and nonresidential property values, and economic development opportunities, in the cities of
p. 44 ESSB 6032.SL SeaTac, Burien, Des Moines, Tukwila, Federal Way, Normandy Park, and other impacted neighborhoods; and 2
(ii) Options and recommendations for mitigating any negative impacts identified through the analysis.

(c) The department must collect data and relevant information from various sources including the port of Seattle, listed cities and communities, and other studies. (d) The study must be delivered to the legislature by December 1, 2019.

BACKGROUND:

The Washington State Legislature formally asked Commerce on 3/21/2018 via a “two-corners” letter to complete a study that evaluates the current and on-going impacts of the Seattle-Tacoma International Airport. Commerce must implement provisions of Sections of Engrossed Substitute Senate Bill (ESSB) 6032—Section 127(63) requiring that requires a study on the current and on-going impacts of the Seattle-Tacoma International Airport.

PURPOSE:

The purpose of this action is to initiate and complete a study (Study) of the current and on-going impacts of the Sea-Tac International Airport and report those findings to the Washington State Legislature. Commerce will define the parameters (scope) of the Study in a statement of work.

OBJECTIVES:

Commerce must complete the following major objectives toward completion of the Sea-Tac International Airport Study:

1. Commerce must develop a statement of work** and consultant selection process based on input from the cities of SeaTac, Burien, Des Moines, Tukwila, Federal Way, Normandy Park, and the Port of Seattle. .
2. Commerce must procure a consultant through a competitive selection process to complete the study.
3. Commerce, via the consultant, must, research; collect data and relevant information from all appropriate sources to develop the Study.

Commerce must deliver the completed Study to the legislature by December 1, 2019 (date to be revised by Legislature).

*****Note: Please see the Appendix contents for full details of legislative instructions***

PROJECT ORGANIZATION- ROLES AND RESPONSIBILITIES:

a) Management and Oversight-Commerce:

The management oversight team will provide general oversight and guidance to the project manager and team. The management team consists of:

Mark Barkley, Assistant Director – Local Government Division (LGD)

Mark McCaskill, Managing Director – Growth Management Services (GMS)

Ike Nwankwo, Western Washington Manager – GMS

Gary Idleburg, Senior Planner – GMS – Project Manager

b) Project Management:

Commerce's project responsibilities include the following activities:

- ✓ Coordinating with the Cities, Port of Seattle and the Legislature plus arranging and facilitating meetings.
- ✓ Coordinating with the Cities, Port of Seattle, Legislature and consultant on public involvement activities.
- ✓ Finalizing of the statement of work and request for proposals (RFP) based on the statement of work
- ✓ Procuring of a consultant to develop the study;
- ✓ Monitoring the work of the consultant (content and timeliness);
- ✓ Preparing and finalizing the Study.
- ✓ Providing a finalized Study to the Legislature.
- ✓ Publishing a finalized Study on the Commerce Website.
- ✓ Commerce (with consultation from the cities and consultant) will be solely responsible for collecting and responding to public comments.
- ✓ Commerce will be the central place for meeting notes.

c) Technical Advisory Committee:

A Technical Advisory Committee (TAC) will include one public representative from each jurisdiction; SeaTac, Burien, Des Moines, Tukwila, Federal Way and Normandy Park plus the Port of Seattle

Each jurisdiction involved in this study shall be responsible for the following:

- ✓ Assigning one representative to be responsible for all communications regarding this project and promptly notifying Commerce if its representative changes.
- ✓ All representatives are responsible for attendance at the TAC meetings and providing review and input toward decision-making or designating a substitute in case of their absence.
- ✓ All parties are responsible for designating an appropriate public representative to be involved in the development of the statement of work, the RFP, and to review and provide comments on the draft Study.
- ✓ All representatives on the TAC are responsible for helping to complete this project charter, development of the draft statement of work, review of draft request for proposals (RFP), and providing review and comments on the draft Study.
- ✓ Commerce will confer with all representatives on the TAC before final consultant selection.
- ✓ All representatives will make their staff and appropriate data available to the consultant on a timely basis.

The following representatives will make up the technical advisory committee for this project:

- Brandon Miles - Brandon.Miles@Tukwilawa.gov – City of Tukwila
- Brian Wilson - 'brianw@burienwa.gov' – City of Burien
- Dave Berger – twobergers1974@comcast.net – City of Federal Way
- Eric ffitc - ffitch.E@portseattle.org – Port of Seattle
- Gary Idleburg - gary.idleburg@commerce.wa.gov - Department of Commerce
- Jim Haggerton – jimhagg@comcast.net – City of Tukwila
- Joseph Scorcio - jscorcio@ci.seatac.wa.us – City of SeaTac

- Kathleen Waters – k.waters.riehl@gmail.com – City of Normandy Park
- Mark Hoppen mhoppen@normandypark.wa.gov – City of Normandy Park
- Michael Matthias - 'mmatthias@desmoineswa.gov' – City of Des Moines
- Michael Pellicciotti - Mike.Pellicciotti@leg.wa.gov - Washington State Legislature
- Rose Clark – clarkr4@comcast.net – City of Burien
- Roger Kadeg – rkadeg@comcast.net – City of SeaTac
- Steve Edmiston – steve@bracepointlaw.com – City of Des Moines
- Steve Pilcher – spilcher@seatacwa.gov – City of SeaTac
- Tina Orwall - Tina.Orwall@leg.wa.gov - Washington State Legislature
- Yarden Weidenfeld - Yarden.Weidenfeld@cityoffederalway.com – City of Federal Way

d) Public Process and Decision Making

- 📌 Commerce, Cities and the Port of Seattle will jointly sponsor open public meetings, with formal notice, to allow public constituents to examine and comment on the final statements of work plus draft and final Study documents produced by the consultant.
- 📌 Commerce, the Cities and the Port of Seattle will publish finished draft documents on their websites for public review. Commerce staff will make presentations to provide background and context at the public meetings (TBD). Commerce will then entertain and respond to comments and questions on draft materials.
- 📌 Responsibility for managing the Study, including procurement and oversight of any contracts for consultant(s), shall be the exclusive responsibility of Commerce, except for consultation with the named Cities and other parties as directed by the “Proviso”^{***}.

e) Meeting Ground Rules

1. Attend as many meetings as possible or send a designated alternate. – Your presence is important!
2. Listen when others are speaking.
 - 2.1.1. All opinions should be heard and respected.
 - 2.1.2. Have only one discussion at a time.
3. Be respectful of each other.
 - 3.1.1. Assume good intentions
 - 3.1.2. It's ok to disagree.
 - 3.1.3. Be easy on people and rigorous on ideas
 - 3.1.4. Focus on constructive problem solving.
 - 3.1.5. Seek to understand before being understood
4. Make the best use of current, available science and data.
5. Strive for consensus – Commerce will make decisions if the group cannot reach consensus.
6. Respect decisions made by Commerce.

TENTATIVE PROJECT/STUDY ACTIVITIES OVERVIEW & WORK SCHEDULE

PROJECT MILESTONES/TASKS	DELIVERABLE - START	DELIVERABLE - FINISH
Kick-off Meeting2 -- Cities with Commerce, Public Representatives, Port of Seattle	October 15, 2018	October 15, 2018
Finalize Charter	October 15, 2018	October 29, 2018
Project (Study) Statement of Work	November 1, 2018	November 30, 2018
Develop RFP	December 3, 2018	December 31, 2018
Publish RFP	January 15, 2019	January 15, 2019
Receipt of Consultant Applications	January 15, 2019	February 18, 2019
Review of Consultant Applications	February 19, 2019	March 20, 2019
Consultant Selection/Notification		March 22, 2019
Research & Develop Text of Study – 1 st Draft	March 23, 2019	September 25, 2019
Review of 1 st Draft	September 26, 2019	October 25, 2019
Revision of 1 st Draft	October 28, 2019	November 15, 2019
Review of 2nd Draft	November 19, 2019	January 21, 2020
Deliver copy of second draft after public review)	January 2020 (TBD)	January 2020 (TBD)
Commerce management review, Technical advisory committee review	January 22, 2020	February 24, 2020
Respond to management and Technical advisory committee review/comments	February 24, 2020	March 26, 2020
Finalize Study	March 26, 2020	April 12, 2020
Submit Study to Legislature		June 1, 2020

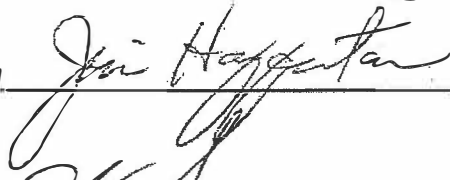
~~Charter Signatures~~

Brandon Miles  City of Tukwila


Brian Wilson  City of Burien


Dave Berger  City of Federal Way

Gary Idleburg  WA Department of Commerce

Jim Haggerton  City of Tukwila

Joseph Scorcio  City of SeaTac

Kathleen Waters  City of Normandy Park

Mark Hoppen  City of Normandy Park

Michael Matthias  City of Des Moines

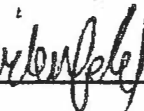
Charter Signatures

Rose Clark  City of Burien

Roger Kadeg  City of SeaTac

Steve Edmiston  City of Des Moines

Steve Pilcher  City of SeaTac

Yarden Weidenfeld  City of Federal Way

Tina Orwall Washington State Legislature

Michael Pellicciotti _____ Washington State Legislature

Eric ffitch _____ Port of Seattle



Washington State Legislature

March 21, 2018

Brian Bonlender, Director
Department of Commerce
1011 Plum Street SE
P.O. Box 42525
Olympia, WA 98504-2525

RE: Study on the current and ongoing impacts of the Seattle-Tacoma International Airport in ESSB 6032 - Section 127 (63)

Dear Director Bonlender:

Late in the legislative session, we received refined language related to the airport impact study referenced in Section 127(63) of Engrossed Substitute Senate Bill (ESSB) 6032. Unfortunately, there was not time to include the updated language. We respectfully ask the Department of Commerce to implement the provisions of Section 127(63) of ESSB 6032 using the following language:

(63) (a) \$300,000 of the general fund—state appropriation for fiscal year 2019 and \$300,000 of the general fund—local appropriation are provided solely for the department to contract with a consultant to study the current and ongoing impacts of the Seattle-Tacoma international airport. The general fund—state funding provided in this subsection serves as a state match and may not be spent unless \$300,000 of local matching funds is transferred to the department.

(b) The final study scope shall be developed by the department, in consultation with organizations or entities including members of the legislature, the port of Seattle, and the cities listed in subsection (c)(i).

(c) The study scope must include, but not be limited to:

- (i) The impacts that the current and ongoing airport operations have air traffic noise, public health, traffic, congestion, and parking in residential areas, effects on residential and nonresidential property values, and economic development opportunities, in the cities of SeaTac, Burien, Des Moines, Tukwila, Federal Way, Normandy Park;*
- (ii) The benefits to the same cities referenced in (c)(i) derived due to proximity to the airport, including wages and taxes from airport-related operations, property tax derived from commercial development directly tied to airport-related operations, and improved access to transit resulting from proximity to the airport; and*


- (iii) Options and recommendations for mitigating any negative impacts, or bolstering potential benefits identified through the analysis, including what role the state plays in addressing impacts and benefits.
- (d) The department must collect data and relevant information from various sources including the port of Seattle, listed cities and communities, regional planning agencies, and other studies.
- (e) The study must be delivered to the legislature by December 1, 2019.


Additionally, it is our intent that the \$300,000 of local matching funds need not be received prior to beginning the contracting process for the study and instead may be received, and deposited as local revenue, as costs to the Department are incurred.

We intend to amend the 2017-19 Operating Budget next session to incorporate the updated language, but do not wish to delay the study and we encourage the Department to implement the study with the adjustments noted in this letter.

If you have further questions, please let us know, or contact our operating budget staff.

Sincerely,


Representative Jimm Ormsby
House Appropriations Committee


Senator Christine Rolfe
Senate Ways and Means Committee

cc: David Schumacher, Office of Financial Management Director
Jim Crawford, Office of Financial Management Assistant Director
Matt Bridges, Senate Democratic Caucus Senior Fiscal Analyst
K.D. Chapman, House Democratic Caucus Deputy Policy Director
Gwen Stamey, Office of Financial Management Budget Assistant
Claire Goodwin, Senate Ways and Means Fiscal Analyst
Meghan Morris, House Appropriations Committee

1 foundation to develop a comprehensive 3D spinal cord atlas with the
2 goal of providing clinicians and researchers with a digital map of
3 the spinal cord.

4 (59) \$250,000 of the general fund—state appropriation for fiscal
5 year 2019 is provided solely for the department to contract with the
6 Washington state microenterprise association to assist people with
7 limited incomes in nonmetro areas of the state to start and sustain
8 small businesses and embrace the effects of globalization.

9 (60) \$240,000 of the general fund—state appropriation for fiscal
10 year 2019 is provided solely for the implementation of Substitute
11 House Bill No. 2367 (child care collaboration task force). If the
12 bill is not enacted by June 30, 2018, the amount provided in this
13 subsection shall lapse.

14 (61) \$174,000 of the general fund—state appropriation for fiscal
15 year 2019 is provided solely for the implementation of Third
16 Substitute House Bill No. 2382 (surplus public property). If the bill
17 is not enacted by June 30, 2018, the amount provided in this
18 subsection shall lapse.

19 (62) \$31,000 of the general fund—state appropriation for fiscal
20 year 2019 is provided solely for the implementation of Substitute
21 House Bill No. 2667 (essential needs/ABD programs). If the bill is
22 not enacted by June 30, 2018, the amount provided in this subsection
23 shall lapse.

24 (63) (a) \$300,000 of the general fund—state appropriation for
25 fiscal year 2019 and \$300,000 of the general fund—local appropriation
26 are provided solely for the department to contract with a consultant
27 to study the current and ongoing impacts of the SeaTac international
28 airport. The general fund—state funding provided in this subsection
29 serves as a state match and may not be spent unless \$300,000 of local
30 matching funds is transferred to the department. The department must
31 seek feedback on project scoping and consultant selection from the
32 cities listed in (b) of this subsection.

33 (b) The study must include, but not be limited to:

34 (i) The impacts that the current and ongoing airport operations
35 have on quality of life associated with air traffic noise, public
36 health, traffic, congestion, and parking in residential areas,
37 pedestrian access to and around the airport, public safety and crime
38 within the cities, effects on residential and nonresidential property
39 values, and economic development opportunities, in the cities of

1 SeaTac, Burien, Des Moines, Tukwila, Federal Way, Normandy Park, and
2 other impacted neighborhoods; and

3 (ii) Options and recommendations for mitigating any negative
4 impacts identified through the analysis.

5 (c) The department must collect data and relevant information
6 from various sources including the port of Seattle, listed cities and
7 communities, and other studies.

8 (d) The study must be delivered to the legislature by December 1,
9 2019.

10 (64) (a) \$125,000 of the general fund—state appropriation for
11 fiscal year 2019 is provided solely for the department of commerce to
12 provide a grant to a nonprofit organization to assist fathers
13 transitioning from incarceration to family reunification. The grant
14 recipient must have experience contracting with:

15 (i) The department of corrections to support offender betterment
16 projects; and

17 (ii) The department of social and health services to provide
18 access and visitation services.

19 (b) The grant recipient must provide data on program outcomes to
20 the Washington statewide reentry council. This data must be included
21 in the Washington statewide reentry council's report of activities
22 and recommendations to the governor and appropriate committees of the
23 legislature as required by RCW 43.380.050.

24 (65) \$1,000,000 of the general fund—state appropriation for
25 fiscal year 2019 is provided solely for the department of contract
26 with organizations and attorneys to provide legal representation
27 and/or referral services for legal representation to indigent persons
28 who are in need of legal services for matters related to their
29 immigration status. Persons eligible for assistance under this
30 contract must be determined to be indigent under standards developed
31 under chapter 10.101 RCW.

32 (66) \$150,000 of the general fund—state appropriation for fiscal
33 year 2019 is provided solely for a small business innovation exchange
34 project to increase economic development opportunities for women,
35 minority, and veteran owned small businesses in the south King county
36 region.

37 (67) \$100,000 of the general fund—state appropriation for fiscal
38 year 2019 is provided solely for a grant to the city of Federal Way
39 for an emergency shelter to serve homeless families with children.

Statement of Work/Content Outline

This “Study” will examine and report on the “Current and on-going effects of the operation of Sea-Tac Airport”. The Study will present information in the context of regional (Study area) changes over time related to the on-going functions of Sea-Tac Airport with a baseline year of 1997 and emphasis on the years 2008-2018.

1. Introduction

- 1.1.1. Definition of Study area (SeaTac, Burien, Des Moines, Tukwila, Federal Way and Normandy Park)
- 1.1.2. Geographic, demographic and historic profile of the Study area
- 1.1.3. Summary history of Sea-Tac Airport
- 1.1.4. Summary of current functions and operations of Sea-Tac Airport
- 1.1.5. Summary of objectives and methods (methodology) of the Study

2. Environmental Evaluation

- 2.1.1. Summary of current national and relevant global standards plus proposed methodologies for the Study
- 2.1.2. Air quality changes and impacts (all relevant studies)
 - 2.1.2.1. Particulate Matter
 - 2.1.2.1.1. Ultra-Fine Particles (UFPs)
 - 2.1.2.1.2. Fine particulate matter (not just limited to legal standards)
 - 2.1.2.2. Mobile Source (motor vehicles, aircraft emissions)
 - 2.1.2.2.1. NOx (nitrogen oxides)
 - 2.1.2.2.2. SOx (sulfur oxides)
 - 2.1.2.2.3. Other “smog” precursors
 - 2.1.2.2.4. CO related to traffic congestion increases

2.1.2.3. Air Toxins

2.1.2.3.1. Metals

2.1.2.3.2. Aerosols

2.1.2.3.3. Fuel venting & evaporative emissions

2.1.2.3.4. Other sources

2.1.3. Noise changes and impacts (including vibration)

2.1.3.1. Overview

2.1.3.2. Single Event Noise (SEL)

2.1.3.3. Noise monitor measurements

2.1.3.4. Summary of complaints

2.1.4. Water Quality - changes and impacts

2.1.5. Soil Related Issues

2.1.5.1. Changes in flora, fauna and habitat(s)

3. Evaluation of changes in “quality of life” associated with airport functions on in the Study area. (“Quality of life” is defined in this Study by the items examined collectively in this section.)

3.1.1. Airport operations noise impacts on residences, businesses (including structures) and human health

3.1.2. Traffic, traffic congestion (travel delay times)

3.1.3. Parking in residential areas

3.1.4. Pedestrian access to and around the airport

3.1.5. Light

3.1.5.1. Changes in (Study area/listed cities) night time luminosity over time

3.1.6. Changes in public safety statistics (within Study area/listed cities).

3.1.7. Changes in crime statistics (within Study area/listed cities).

3.1.7.1. Human trafficking

3.1.7.2. Illegal drug trafficking

3.1.7.3. Violent crime – all types of physical violence

3.1.7.4. Property crimes

3.1.7.4.1. Residential and commercial burglary

3.1.7.4.2. Vandalism

3.1.7.5. Vehicular crimes

3.1.7.5.1. Theft

3.1.7.5.2. Vandalism

3.1.8. General public health statistics – changes over time

3.1.8.1. Morbidity and mortality statistics;

3.1.8.2. Hearing/auditory dysfunction

3.1.8.3. Respiratory disease

3.1.8.4. Cardiovascular disease

3.1.8.5. Neurological disease

3.1.8.6. Cancer

3.1.8.7. Overall life expectancy

3.1.9. Quality of life statistic comparisons with jurisdictions north of Sea-Tac

3.2. Socio-economic comparisons with jurisdictions north of SeaTac (the Study area/listed cities).

3.2.1. Changes (increases/decreases) in residential and non-residential property values.

3.2.2. Constraints and/or Expansions on future residential and non-residential property development.

3.2.3. Changes in economic development opportunities: increases/decreases in housing development, increases/decreases in city tax revenues (all types) and increases/decreases in employment opportunities

3.2.4. Changes in family and individual income – increases/decreases in wages and taxes plus poverty statistics in the Study area

3.2.5. Positive and/or negative Impacts on small retail businesses.

3.2.6. Changes and impacts on education

3.2.6.1. Schools (structures)

3.2.6.2. Student academics

3.2.6.3. Student health statistics

4. Analysis of data/Information

4.1. Which changes represent positive impacts?

4.1.1. Identify data gaps

4.2. Summarization of positive impacts: who was affected, where (in the Study Area) and why?

4.3. Which changes over time represent negative impacts?

4.3.1. Identify data gaps

4.4. Summarization of negative impacts: who was affected, where (in the Study Area) and why?

4.5. What things have remained relatively constant?

4.6. Which results are associative? Which results are correlative?

4.7. Evaluate significant and appropriate current anecdotes.

4.7.1. Ordinal Ranking Analysis

4.7.1.1. Derive from public process

4.7.1.2. Identify data gaps – difference between existing statistics/data vs anecdotal complaints and concerns

5. Recommendations for mitigating any negative impacts.

5.1. Identify for federal, state and local jurisdictions

6. Recommendations for enhancing positive impacts.

6.1. Identify for federal, state and local jurisdictions

7. Summary of studies (past and present effects/impacts)

8. Recommendation(s) for future studies

9. Annotated Bibliography

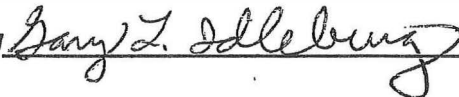
Statement of Work Concurrence - Signatures

Brandon Miles _____ City of Tukwila

Brian Wilson _____ City of Burien

Dave Berger  _____ City of Federal Way

Eric ffitch _____ Port of Seattle

Gary Idleburg  _____ WA Department of Commerce

Jim Haggerton  _____ City of Tukwila

Joseph Scorcio  _____ City of SeaTac

Kathleen Waters _____ City of Normandy Park

Mark Hoppen  _____ City of Normandy Park

Michael Matthias  _____ City of Des Moines

Michael Pellicciotti _____ Washington State Legislature

Statement of Work Concurrence - Signatures

Rose Clark Rose B. Clark City of Burien

Roger Kadeg Roger D. Kadeg City of SeaTac

Steve Edmiston _____ City of Des Moines

Steve Pilcher _____ City of SeaTac

Tina Orwall Tina Orwall Washington State Legislature

Yarden Weidenfeld Yarden Weidenfeld City of Federal Way



Department of Commerce

STATE OF WASHINGTON
DEPARTMENT OF COMMERCE

REQUEST FOR PROPOSALS (RFP)

RFP NO. 19-63313-001

NOTE: *If you download this RFP from the Department of Commerce website, you are responsible for sending your name, address, e-mail address, and telephone number to the RFP Coordinator in order for your organization to receive any RFP amendments or bidder questions/agency answers.*

PROJECT TITLE: A STUDY OF THE CURRENT AND ON-GOING EFFECTS OF THE OPERATION OF THE SEATTLE-TACOMA INTERNATIONAL AIRPORT

PROPOSAL DUE DATE: March 15, 2019 – 5:00 pm Time, Pacific Standard Time or Pacific Daylight Time, Olympia, Washington, USA.

ESTIMATED TIME PERIOD FOR CONTRACT: May 01, 2019 – June 1, 2020

The Agency reserves the right to extend the contract for up to two additional one-year periods at the sole discretion of the Agency.

CONSULTANT ELIGIBILITY: This procurement is open to those consultants that satisfy the minimum qualifications stated herein and that are available for work in Washington State.

CONTENTS OF THE REQUEST FOR PROPOSALS:

1. Introduction
2. General Information for Consultants
3. Proposal Contents
4. Evaluation and Award
5. Exhibits
 - A. Certifications and Assurances
 - B. Service Contract with General Terms and Conditions

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1. INTRODUCTION

1.1. PURPOSE AND BACKGROUND

The Washington State Department of Commerce hereafter called "COMMERCE," is initiating this Request for Proposals (RFP) to solicit proposals from firms interested in participating on a project to **STUDY THE CURRENT AND ON-GOING EFFECTS OF THE OPERATION OF THE SEATTLE-TACOMA INTERNATIONAL AIRPORT.**

(a) PURPOSE:

The purpose of this action is to initiate and complete a study (Study) of the current and on-going impacts of the Sea-Tac International Airport and report those findings to the Washington State Legislature. Commerce is responsible for defining the parameters (scope) of the Study in a statement of work.

(b) BACKGROUND:

The Washington State Legislature formally asked Commerce on 3/21/2018 via a "two-corners" letter to complete a study that evaluates the current and on-going impacts of the Seattle-Tacoma International Airport. Commerce must implement provisions of Sections of Engrossed Substitute Senate Bill (ESSB) 6032–Section 127(63) requiring that requires a study on the current and on-going impacts of the Seattle-Tacoma International Airport.

(c) POLICY BASIS:

The Washington State Legislature enacted Engrossed Substitute Senate Bill (ESSB) 6032 during the 2018 regular session. Section 127(63) (referred to as "the Proviso") provides in part that, \$300,000 of the general fund—(state appropriation) for fiscal year 2019 and \$300,000 of the general fund—(local appropriation) are provided solely for the State Department of Commerce (Commerce) to contract with a consultant to study the current and ongoing impacts of the SeaTac International Airport. The general fund—state funding provided in this subsection serves as a state match and may not be spent unless \$300,000 of local matching funds is transferred to the department.

COMMERCE intends to award *one* contract to provide the services described in this RFP.

1.2. OBJECTIVES AND SCOPE OF WORK

Statement of Work/Content Outline

This "Study" will examine and report on the "Current and on-going effects of the operation of Sea-Tac Airport". The Study will present information in the context of regional (Study area) changes over time related to the on-going functions of Sea-Tac Airport with a baseline year of 1997 and emphasis on the years 2008-2018.

(See Below)

1. Introduction

- 1.1.1. Definition of Study area (SeaTac, Burien, Des Moines, Tukwila, Federal Way and Normandy Park)
- 1.1.2. Geographic, demographic and historic profile of the Study area
- 1.1.3. Summary history of Sea-Tac Airport
- 1.1.4. Summary of current functions and operations of Sea-Tac Airport
- 1.1.5. Summary of objectives and methods (methodology) of the Study

2. Environmental Evaluation

- 2.1.1. Summary of current national and relevant global standards plus proposed methodologies for the Study
- 2.1.2. Air quality changes and impacts (all relevant studies)
 - 2.1.2.1. *Particulate Matter*
 - 2.1.2.1.1. *Ultra-Fine Particles (UFPs)*
 - 2.1.2.1.2. *Fine particulate matter (not just limited to legal standards)*
 - 2.1.2.2. *Mobile Source (motor vehicles, aircraft emissions)*
 - 2.1.2.2.1. *NO_x (nitrogen oxides)*
 - 2.1.2.2.2. *SO_x (sulfur oxides)*
 - 2.1.2.2.3. *Other “smog” precursors*
 - 2.1.2.2.4. *CO related to traffic congestion increases*
 - 2.1.2.3. *Air Toxins*
 - 2.1.2.3.1. *Metals*
 - 2.1.2.3.2. *Aerosols*
 - 2.1.2.3.3. *Fuel venting & evaporative emissions*
 - 2.1.2.3.4. *Other sources*

2.1.3. Noise changes and impacts (including vibration)

2.1.3.1. *Overview*

2.1.3.2. *Single Event Noise (SEL)*

2.1.3.3. *Noise monitor measurements*

2.1.3.4. *Summary of complaints*

2.1.4. Water Quality - changes and impacts

2.1.5. Soil Related Issues

2.1.5.1. Changes in flora, fauna and habitat(s)

3. Evaluation of changes in “quality of life” associated with airport functions on in the Study area. (“Quality of life” is defined in this Study by the items examined collectively in this section.)

3.1.1. Airport operations noise impacts on residences, businesses (including structures) and human health

3.1.2. Traffic, traffic congestion (travel delay times)

3.1.3. Parking in residential areas

3.1.4. Pedestrian access to and around the airport

3.1.5. Light

3.1.5.1. *Changes in (Study area/listed cities) night time luminosity over time*

3.1.6. Changes in public safety statistics (within Study area/listed cities).

3.1.7. Changes in crime statistics (within Study area/listed cities).

3.1.7.1. *Human trafficking*

3.1.7.2. *Illegal drug trafficking*

3.1.7.3. *Violent crime – all types of physical violence*

3.1.7.4. *Property crimes*

3.1.7.4.1. *Residential and commercial burglary*

3.1.7.4.2. *Vandalism*

3.1.7.5. *Vehicular crimes*

3.1.7.5.1. *Theft*

3.1.7.5.2. *Vandalism*

3.1.8. General public health statistics – changes over time

3.1.8.1. *Morbidity and mortality statistics;*

3.1.8.2. *Hearing/auditory dysfunction*

3.1.8.3. *Respiratory disease*

3.1.8.4. *Cardiovascular disease*

3.1.8.5. *Neurological disease*

3.1.8.6. *Cancer*

3.1.8.7. *Overall life expectancy*

3.1.9. Quality of life statistic comparisons with jurisdictions north of Sea-Tac

4. Analysis of data/Information

4.1. Which changes represent positive impacts?

4.1.1. Identify data gaps

4.2. Summarization of positive impacts: who was affected, where (in the Study Area) and why?

4.3. Which changes over time represent negative impacts?

4.3.1. Identify data gaps

4.4. Summarization of negative impacts: who was affected, where (in the Study Area) and why?

4.5. What things have remained relatively constant?

4.6. Which results are associative? Which results are correlative?

4.7. Evaluate significant and appropriate current anecdotes.

4.7.1. Cost Benefit Analyses

4.7.2. Ordinal Ranking Analysis

4.7.2.1. *Derive from public process*

4.7.2.2. *Identify data gaps – difference between existing statistics/data vs anecdotal complaints and concerns*

5. Recommendations for mitigating any negative impacts.

5.1. Identify for federal, state and local jurisdictions

6. Recommendations for enhancing positive impacts.

6.1. Identify for federal, state and local jurisdictions

7. Summary of studies (past and present effects/impacts)

8. Recommendation(s) for future studies

9. Annotated Bibliography

MINIMUM QUALIFICATIONS

Minimum qualifications include:

- Licensed to do business in the State of Washington or provide a commitment that it will become licensed in Washington within thirty (30) calendar days of being selected as the Apparently Successful Contractor.
- Experience with regional environmental and socio-economic studies with preference to experience with studies on the impact of airport functions on surrounding communities and municipalities.
- Experience with statistical analyses: e.g., ordinal ranking analyses, cost benefit analyses.
- Public Process: public meeting organization, facilitating public meetings

1.3 FUNDING (OPTIONAL)

COMMERCE has budgeted an amount not to exceed **\$500,000** for this project. Proposals in excess of **\$500,000** will be considered non-responsive and will not be evaluated.

Any contract awarded as a result of this procurement is contingent upon the availability of funding.

1.4 PERIOD OF PERFORMANCE

The period of performance of any contract resulting from this RFP is tentatively scheduled to begin on or about **May 01, 2019** and to end on **June 1, 2020**. Amendments extending the period of performance, if any, shall be at the sole discretion of the COMMERCE.

COMMERCE reserves the right to extend the contract for two one-year periods.

1.5 CONTRACTING WITH CURRENT OR FORMER STATE EMPLOYEES

Specific restrictions apply to contracting with current or former state employees pursuant to chapter 42.52 of the Revised Code of Washington. Proposers should familiarize themselves with the requirements prior to submitting a proposal that includes current or former state employees.

1.6 DEFINITIONS

Definitions for the purposes of this RFP include:

Apparent Successful Contractor: The consultant selected as the entity to perform the anticipated services, subject to completion of contract negotiations and execution of a written contract.

Consultant: Individual or company interested in the RFP and that may or does submit a proposal in order to attain a contract with the AGENCY.

Contractor: Individual or company whose proposal has been accepted by COMMERCE and is awarded a fully executed, written contract.

COMMERCE: The Department of Commerce is the agency of the state of Washington that is issuing this RFP.

Proposal: A formal offer submitted in response to this solicitation.

Proposer: Individual or company that submits a proposal in order to attain a contract with COMMERCE.

Request for Proposals (RFP): Formal procurement document in which a service or need is identified but no specific method to achieve it has been chosen. The purpose of an RFP is to permit the consultant community to suggest various approaches to meet the need at a given price.

1.7 ADA

COMMERCE complies with the Americans with Disabilities Act (ADA). Consultants may contact the RFP Coordinator to receive this Request for Proposals in Braille or on tape.

2. GENERAL INFORMATION FOR CONSULTANTS

2.1. RFP COORDINATOR

The RFP Coordinator is the sole point of contact in COMMERCE for this procurement. All communication between the Consultant and COMMERCE upon release of this RFP shall be with the RFP Coordinator, as follows:

Name	Gary Idleburg
E-Mail Address	gary.idleburg@commerce.wa.gov
Mailing Address	P.O.Box 42525 Olympia, WA 98504-2525
Physical Address for Delivery	1011 Plum Street SE
Phone Number	360.725.3045

Any other communication will be considered unofficial and non-binding on COMMERCE. Consultants are to rely on written statements issued by the RFP Coordinator. Communication directed to parties other than the RFP Coordinator may result in disqualification of the Consultant.

2.2. ESTIMATED SCHEDULE OF PROCUREMENT ACTIVITIES

Issue Request for Proposals	January 31, 2019
Question & answer period	February 01– March 04 2019
Issue last addendum to RFP	March 05, 2019
Proposals due	March 15, 2019
Evaluate proposals	March 18 - April 10, 2019
Conduct oral interviews with finalists, if required	April 12-April 17, 2019
Announce "Apparent Successful Contractor" and send notification via e-mail to unsuccessful proposers	April 22, 2019
Hold debriefing conferences (if requested)	April 22-30, 2019
Negotiate contract	April 22-30, 2019
Begin contract work	May 01, 2019

COMMERCE reserves the right to revise the above schedule.

2.3 PRE-PROPOSAL CONFERENCE

A pre-proposal conference is scheduled to be held on February 15, 2019 at 11:00 a.m, Pacific Standard Time or Pacific Daylight Time in Olympia, Washington. The location of the pre-proposal conference is 1011 Plum St SE. All prospective Consultants are encouraged attend; however, attendance is not mandatory.

COMMERCE will be bound only to COMMERCE written answers to questions. Questions arising at the pre-proposal conference or in subsequent communication with the RFP Coordinator will be documented and answered in written form. A copy of the questions and answers will be sent to each prospective Consultant that has received a copy of the RFP or made the RFP Coordinator aware of its interest in this procurement.

2.4 SUBMISSION OF PROPOSALS

Late proposals will not be accepted and will be automatically disqualified from further consideration. All proposals and any accompanying documentation become the property of COMMERCE and will not be returned.

ELECTRONIC PROPOSALS:

The proposal must be **received by the RFP Coordinator** no later than 5:00 pm, Pacific Standard Time or Pacific Daylight Time, in Olympia, Washington, on March 15, 2019.

Proposals must be submitted electronically as an attachment to an e-mail to the RFP Coordinator, at the e-mail address listed in Section 2.1. Attachments to e-mail shall be in Microsoft Word format or PDF. Zipped files cannot be received by COMMERCE and cannot be used for submission of proposals. The cover submittal letter and the Certifications and Assurances form must have a scanned signature of the individual within the organization authorized to bind the Consultant to the offer. COMMERCE does not assume responsibility for problems with Consultant's e-mail. If COMMERCE email is not working, appropriate allowances will be made.

Proposals may not be transmitted using facsimile transmission.

Consultants should allow sufficient time to ensure timely receipt of the proposal by the RFP Coordinator. Late proposals will not be accepted and will be automatically disqualified from further consideration, unless COMMERCE e-mail is found to be at fault. All proposals and any accompanying documentation become the property of COMMERCE and will not be returned.

2.5 PROPRIETARY INFORMATION/PUBLIC DISCLOSURE

Proposals submitted in response to this competitive procurement shall become the property of COMMERCE. All proposals received shall remain confidential until the Apparent Successful Contractor is announced; thereafter, the proposals shall be deemed public records as defined in Chapter 42.56 of the Revised Code of Washington (RCW).

Any information in the proposal that the Consultant desires to claim as proprietary and exempt from disclosure under the provisions of Chapter 42.56 RCW, or other state or federal law that provides for the nondisclosure of your document, must be clearly designated. The information must be clearly identified and the particular exemption from disclosure upon which the Consultant is making the claim must be cited. Each page containing the information claimed to be exempt from disclosure must be clearly identified by the words "Proprietary Information" printed on the lower right hand corner of the page. Marking the entire proposal exempt from disclosure or as Proprietary Information will not be honored.

If a public records request is made for the information that the Consultant has marked as "Proprietary Information," COMMERCE will notify the Consultant of the request and of the date that the records will be released to the requester unless the Consultant obtains a court order enjoining that disclosure. If the Consultant fails to obtain the court order enjoining disclosure, COMMERCE will

release the requested information on the date specified. If a Consultant obtains a court order from a court of competent jurisdiction enjoining disclosure pursuant to Chapter 42.56 RCW, or other state or federal law that provides for nondisclosure, COMMERCE shall maintain the confidentiality of the Consultant's information per the court order.

A charge will be made for copying and shipping, as outlined in RCW 42.56. No fee shall be charged for inspection of contract files, but twenty-four (24) hours' notice to the RFP Coordinator is required. All requests for information should be directed to the RFP Coordinator.

2.6 REVISIONS TO THE RFP

In the event it becomes necessary to revise any part of this RFP, addenda will be provided via e-mail to all individuals who have made the RFP Coordinator aware of their interest. Addenda will also be published on Washington's Electronic Bid System (WEBS). The website can be located at <https://fortress.wa.gov/ga/webs/>. For this purpose, the published questions and answers and any other pertinent information shall be provided as an addendum to the RFP and will be placed on the website. Such addenda will also be published on an Agency page, located at <http://www.commerce.wa.gov/serving-communities/current-opportunities/>.

If you downloaded this RFP from the Agency website located at www.commerce.wa.gov, you are responsible for sending your name, e-mail address, and telephone number to the RFP Coordinator in order for your organization to receive any RFP addenda.

COMMERCE also reserves the right to cancel or to reissue the RFP in whole or in part, prior to execution of a contract.

2.7 DIVERSE BUSINESS INCLUSION PLAN

Responders will be required to submit a Diverse Business Inclusion Plan with their proposal. In accordance with legislative findings and policies set forth in RCW 39.19, the state of Washington encourages participation in all contracts by firms certified by the office of Minority and Women's Business Enterprises (OMWBE), set forth in RCW 43.60A.200 for firms certified by the Washington State Department of Veterans Affairs, and set forth in RCW 39.26.005 for firms that are Washington Small Businesses. Participation may be either on a direct basis or on a subcontractor basis. However, no preference on the basis of participation is included in the evaluation of Diverse Business Inclusion Plans submitted, and no minimum level of minority- and women-owned business enterprise (MWBE), Washington Small Business, or Washington State certified Veteran Business participation is required as a condition for receiving an award. Any affirmative action requirements set forth in any federal governmental rules included or referenced in the contract documents will apply.

COMMERCE has the following agency goals:

- 10% participation by Minority Owned Business
- 6% participation by Women Owned Business
- 5% participation by Veteran Owned Business
- 5% participation by Small Businesses

2.8 ACCEPTANCE PERIOD

Proposals must provide 60 days for acceptance by COMMERCE from the due date for receipt of proposals.

2.9 COMPLAINT PROCESS

Vendors may submit a complaint to COMMERCE based on any of following:

- a) The solicitation unnecessarily restricts competition;
- b) The solicitation evaluation or scoring process is unfair; or
- c) The solicitation requirements are inadequate or insufficient to prepare a response.

A complaint may be submitted to COMMERCE at any time prior to 5 days before the bid response deadline. The complaint must meet the following requirements:

- a) The complaint must be in writing;
- b) The complaint must be sent to the RFP coordinator in a timely manner;
- c) The complaint should clearly articulate the basis for the complaint; and
- d) The complaint should include a proposed remedy.

The RFP coordinator will respond to the complaint in writing. The response to the complaint and any changes to the solicitation will be posted on WEBS. The Director of COMMERCE will be notified of all complaints and will be provided a copy of COMMERCE'S response. The complaint may not be raised again during the protest period. COMMERCE'S action or inaction in response to the complaint will be final. There will be no appeal process

2.10 RESPONSIVENESS

All proposals will be reviewed by the RFP Coordinator to determine compliance with administrative requirements and instructions specified in this RFP. The Consultant is specifically notified that failure to comply with any part of the RFP may result in rejection of the proposal as non-responsive.

COMMERCE also reserves the right at its sole discretion to waive minor administrative irregularities.

2.11 MOST FAVORABLE TERMS

COMMERCE reserves the right to make an award without further discussion of the proposal submitted. Therefore, the proposal should be submitted initially on the most favorable terms which the Consultant can propose. There will be no best and final offer procedure. COMMERCE does reserve the right to contact a Consultant for clarification of its proposal.

The Apparent Successful Contractor should be prepared to accept this RFP for incorporation into a contract resulting from this RFP. Contract negotiations may incorporate some, or all, of the Consultant's proposal. It is understood that the proposal will become a part of the official procurement file on this matter without obligation to COMMERCE.

2.12 CONTRACT GENERAL TERMS & CONDITIONS

The apparent successful contractor will be expected to enter into a contract which is substantially the same as the sample contract and its general terms and conditions attached as Exhibit C. In no event is a Consultant to submit its own standard contract terms and conditions in response to this solicitation. The Consultant may submit exceptions as allowed in the Certifications and Assurances form, Exhibit A to this solicitation. All exceptions to the contract terms and conditions must be submitted as an attachment to Exhibit A, Certifications and Assurances form. COMMERCE will review requested exceptions and accept or reject the same at its sole discretion.

2.13 COSTS TO PROPOSE

COMMERCE will not be liable for any costs incurred by the Consultant in preparation of a proposal submitted in response to this RFP, in conduct of a presentation, or any other activities related to responding to this RFP

2.14 NO OBLIGATION TO CONTRACT

This RFP does not obligate the state of Washington or COMMERCE to contract for services specified herein.

2.15 REJECTION OF PROPOSALS

COMMERCE reserves the right at its sole discretion to reject any and all proposals received without penalty and not to issue a contract as a result of this RFP.

2.16 COMMITMENT OF FUNDS

The Director of COMMERCE or his delegate is the only individual who may legally commit COMMERCE to the expenditures of funds for a contract resulting from this RFP. No cost chargeable to the proposed contract may be incurred before receipt of a fully executed contract.

2.17 ELECTRONIC PAYMENT

The state of Washington prefers to utilize electronic payment in its transactions. The successful contractor will be provided a form to complete with the contract to authorize such payment method.

2.18 INSURANCE COVERAGE

The Contractor is to furnish COMMERCE with a certificate(s) of insurance executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth within the contract.

The Contractor shall, at its own expense, obtain and keep in force insurance coverage which shall be maintained in full force and effect during the term of the contract. The Contractor shall furnish evidence in the form of a Certificate of Insurance that insurance shall be provided, and a copy shall be forwarded to COMMERCE within fifteen (15) days of the contract effective date. Standard insurance requirements are included within the sample contract and its special terms and conditions attached as Exhibit C.

3. PROPOSAL CONTENTS

ELECTRONIC PROPOSALS:

Proposals must be written in English and submitted electronically to the RFP Coordinator in the order noted below:

1. Letter of Submittal, including signed Certifications and Assurances (Exhibit A to this RFP)
2. Technical Proposal
3. Management Proposal
4. Cost Proposal
5. Diverse Business Inclusion Plan (Exhibit B to this RFP)

Proposals must provide information in the same order as presented in this document with the same headings. This will not only be helpful to the evaluators of the proposal, but should assist the Consultant in preparing a thorough response.

Items marked "mandatory" must be included as part of the proposal for the proposal to be considered responsive, however, these items are not scored. Items marked "scored" are those that are awarded points as part of the evaluation conducted by the evaluation team.

3.1. LETTER OF SUBMITTAL (MANDATORY)

The Letter of Submittal and the attached Certifications and Assurances form (Exhibit A to this RFP) must be signed and dated by a person authorized to legally bind the Consultant to a contractual relationship, e.g., the President or Executive Director if a corporation, the managing partner if a partnership, or the proprietor if a sole proprietorship. Along with introductory remarks, the Letter of Submittal is to include by attachment the following information about the Consultant and any proposed subcontractors:

1. Name, address, principal place of business, telephone number, and fax number/e-mail address of legal entity or individual with whom contract would be written.
2. Name, address, and telephone number of each principal officer (President, Vice President, Treasurer, Chairperson of the Board of Directors, etc.)
3. Legal status of the Consultant (sole proprietorship, partnership, corporation, etc.) and the year the entity was organized to do business as the entity now substantially exists.
4. Federal Employer Tax Identification number or Social Security number and the Washington Uniform Business Identification (UBI) number issued by the state of Washington Department of Revenue. If the Consultant does not have a UBI number, the Consultant must state that it will become licensed in Washington within thirty (30) calendar days of being selected as the Apparently Successful Contractor.
5. Location of the facility from which the Consultant would operate.
6. Identify any state employees or former state employees employed or on the firm's governing board as of the date of the proposal. Include their position and responsibilities within the Consultant's organization. If following a review of this information, it is determined by COMMERCE that a conflict of interest exists, the Consultant may be disqualified from further consideration for the award of a contract.

3.2. TECHNICAL PROPOSAL (SCORED)

The Technical Proposal must contain a comprehensive description of services including the following elements:

- A. **Project Approach/Methodology:** Include a complete description of the Consultant's proposed approach and methodology for the project. This section should convey Consultant's understanding of the proposed project.
- B. **Work Plan:** Include all project requirements and the proposed tasks, services, activities, etc. necessary to accomplish the scope of the project defined in this RFP. This section of the technical proposal must contain sufficient detail to convey to members of the evaluation team the Consultant's knowledge of the subjects and skills necessary to successfully complete the project. Include any required involvement of COMMERCE staff. The Consultant may also present any creative approaches that might be appropriate and may provide any pertinent supporting documentation.
- C. **Project Schedule:** Include a project schedule indicating when the elements of the work will be completed. Project schedule must ensure that any deliverables requested are met.
- D. **Outcomes and Performance Measurement:** Describe the impacts/outcomes the Consultants propose to achieve as a result of the delivery of these services including how these outcomes would be monitored, measured and reported to the state agency.
- E. **Risks:** The Consultant must identify potential risks that are considered significant to the success of the project. Include how the Consultant would propose to effectively monitor and manage these risks, including reporting of risks to the COMMERCE contract manager.
- F. **Deliverables:** Fully describe deliverables to be submitted under the proposed contract. Deliverables must support the requirements set forth in Section 1.2, Objectives and Scope of Work.

3.3. MANAGEMENT PROPOSAL

A. Project Management (SCORED)

- 1. **Project Team Structure/Internal Controls:** Provide a description of the proposed project team structure and internal controls to be used during the course of the project, including any subcontractors. Provide an organizational chart of your firm indicating lines of authority for personnel involved in performance of this potential contract and relationships of this staff to other programs or functions of the firm. This chart must also show lines of authority to the next senior level of management. Include who within the firm will have prime responsibility and final authority for the work.
- 2. **Staff Qualifications/Experience:** Identify staff, including subcontractors, who will be assigned to the potential contract, indicating the responsibilities and qualifications of such personnel, and include the amount of time each will be assigned to the project. Provide resumes' for the named staff, which include information on the individual's particular skills related to this project, education, experience, significant accomplishments and any other pertinent information. The Consultant must commit that staff identified in its proposal will actually perform the assigned work. Any staff substitution must have the prior approval of the AGENCY.

B. Experience of the Consultant (SCORED)

- 1. Indicate the experience the Consultant and any subcontractors have in the following areas:
 - a. Studies of large municipal airports
 - b. General Statistics, Social Statistics
 - c. Public process, meeting facilitation

2. Indicate other relevant experience that indicates the qualifications of the Consultant, and any subcontractors, for the performance of the potential contract.
3. Include a list of contracts the Consultant has had during the last five years that relate to the Consultant's ability to perform the services needed under this RFP. List contract reference numbers, contract period of performance, contact persons, telephone numbers, and fax numbers/e-mail addresses.

C. Related Information (MANDATORY)

1. If the Consultant or any subcontractor contracted with the state of Washington during the past 24 months, indicate the name of the agency, the contract number and project description and/or other information available to identify the contract.
2. If the Consultant's staff or subcontractor's staff was an employee of the state of Washington during the past 24 months, or is currently a Washington State employee, identify the individual by name, the agency previously or currently employed by, job title or position held and separation date.
3. If the Consultant has had a contract terminated for default in the last five years, describe such incident. Termination for default is defined as notice to stop performance due to the Consultant's non-performance or poor performance and the issue of performance was either (a) not litigated due to inaction on the part of the Proposer, or (b) litigated and such litigation determined that the Proposer was in default.
4. Submit full details of the terms for default including the other party's name, address, and phone number. Present the Consultant's position on the matter. COMMERCE will evaluate the facts and may, at its sole discretion, reject the proposal on the grounds of the past experience. If no such termination for default has been experienced by the Consultant in the past five years, so indicate.

D. References (MANDATORY)

List names, addresses, telephone numbers, and fax numbers/e-mail addresses of three (3) business references for the Consultant and three (3) business references for the lead staff person for whom work has been accomplished and briefly describe the type of service provided. Do not include current COMMERCE staff as references. By submitting a proposal in response to this Work Request, the vendor and team members grant permission to COMMERCE to contact these references and others, who from COMMERCE'S perspective, may have pertinent information. COMMERCE may or may not, at COMMERCE'S discretion, contact references. COMMERCE may evaluate references at COMMERCE'S discretion.

E. OMWBE Certification (OPTIONAL AND NOT SCORED)

Include proof of certification issued by the Washington State Office of Minority and Womens Business Enterprises (OMWBE) if certified minority-owned firm and/or women-owned firm(s) will be participating on this project. For information: <http://www.omwbe.wa.gov>.

3.4. COST PROPOSAL

The maximum fee for this contract must be \$500,000 or less to be considered responsive to this RFP.

The evaluation process is designed to award this procurement not necessarily to the Consultant of least cost, but rather to the Consultant whose proposal best meets the requirements of this RFP. However, Consultants are encouraged to submit proposals which are consistent with state government efforts to conserve state resources.

A. Identification of Costs (SCORED)

Identify all costs in U.S. dollars including expenses to be charged for performing the services necessary to accomplish the objectives of the contract. The Consultant is to submit a fully detailed budget including staff costs and any expenses necessary to accomplish the tasks and to produce the deliverables under the contract. Consultants are required to collect and pay Washington state sales and use taxes, as applicable.

Costs for subcontractors are to be broken out separately. Please note if any subcontractors are certified by the Office of Minority and Women's Business Enterprises.

B. Computation

The score for the cost proposal will be computed by dividing the lowest cost bid received by the Consultant's total cost. Then the resultant number will be multiplied by the maximum possible points for the cost section.

4. EVALUATION AND CONTRACT AWARD

4.1. EVALUATION PROCEDURE

Responsive proposals will be evaluated strictly in accordance with the requirements stated in this solicitation and any addenda issued. The evaluation of proposals shall be accomplished by an evaluation team(s), to be designated by COMMERCE, which will determine the ranking of the proposals.

COMMERCE, at its sole discretion, may elect to invite the top-scoring firms as finalists for an oral presentation.

The RFP Coordinator may contact the Consultant for clarification of any portion of the Consultant's proposal.

4.2. EVALUATION WEIGHTING AND SCORING

The following weighting and points will be assigned to the proposal for evaluation purposes:

Technical Proposal – ____%	50 points
Project Approach/Methodology ____ points (maximum)	
Quality of Work Plan ____ points (maximum)	
Project Schedule ____ points (maximum)	
Project Deliverables ____ points (maximum)	
Management Proposal – ____%	40 points
Project Team Structure and Internal Controls ____ points (maximum)	
Staff Qualifications/Experience ____ points (maximum)	
Experience of the Consultant ____ points (maximum)	
Cost Proposal – ____%	10 points
TOTAL	100 POINTS

COMMERCE reserves the right to award the contract to the Consultant whose proposal is deemed to be in the best interest of COMMERCE and the state of Washington.

4.3. ORAL PRESENTATIONS MAY BE REQUIRED

COMMERCE may after evaluating the written proposals elect to schedule oral presentations of the finalists. Should oral presentations become necessary, COMMERCE will contact the top-scoring firm(s) from the written evaluation to schedule a date, time and location. Commitments made by the Consultant at the oral interview, if any, will be considered binding.

The scores from the written evaluation and the oral presentation combined together will determine the apparent successful contractor.

4.4. NOTIFICATION TO PROPOSERS

COMMERCE will notify the Apparently Successful Contractor of their selection in writing upon completion of the evaluation process. Individuals or firms whose proposals were not selected for further negotiation or award will be notified separately by e-mail.

4.5. DEBRIEFING OF UNSUCCESSFUL PROPOSERS

Any Consultant who has submitted a proposal and been notified that they were not selected for contract award may request a debriefing. The request for a debriefing conference must be received by the RFP Coordinator within three (3) business days after the Unsuccessful Consultant Notification is e-mailed or faxed to the Consultant. Debriefing requests must be received by the RFP Coordinator no later than 5:00 PM, local time, in Olympia, Washington on the third business day following the transmittal of the Unsuccessful Consultant Notification. The debriefing must be held within three (3) business days of the request.

Discussion at the debriefing conference will be limited to the following:

- Evaluation and scoring of the firm's proposal;
- Critique of the proposal based on the evaluation;
- Review of proposer's final score in comparison with other final scores without identifying the other firms.

Comparisons between proposals or evaluations of the other proposals will not be allowed. Debriefing conferences may be conducted in person or on the telephone and will be scheduled for a maximum of one hour.

4.6. PROTEST PROCEDURE

Protests may be made only by Consultants who submitted a response to this solicitation document and who have participated in a debriefing conference. Upon completing the debriefing conference, the Consultant is allowed five (5) business days to file a protest of the acquisition with the RFP Coordinator. Protests must be received by the RFP Coordinator no later than 5:00 PM, local time, in Olympia, Washington on the fifth business day following the debriefing. Protests may be submitted by e-mail or facsimile, but must then be followed by the document with an original signature.

Consultants protesting this procurement shall follow the procedures described below. Protests that do not follow these procedures shall not be considered. This protest procedure constitutes the sole administrative remedy available to Consultants under this procurement.

All protests must be in writing, addressed to the RFP Coordinator, and signed by the protesting party or an authorized Agent. The protest must state the RFP number, the grounds for the protest with specific facts and complete statements of the action(s) being protested. A description of the relief or corrective action being requested should also be included.

Only protests stipulating an issue of fact concerning the following subjects shall be considered:

- A matter of bias, discrimination or conflict of interest on the part of an evaluator;
- Errors in computing the score;
- Non-compliance with procedures described in the procurement document or COMMERCE policy.

Protests not based on procedural matters will not be considered. Protests will be rejected as without merit if they address issues such as: 1) an evaluator's professional judgment on the quality of a proposal, or 2) COMMERCE'S assessment of its own and/or other agencies needs or requirements.

Upon receipt of a protest, a protest review will be held by COMMERCE. The COMMERCE Director or an employee delegated by the Director who was not involved in the procurement will consider the record and all available facts and issue a decision within ten (10) business days of receipt of the protest. If additional time is required, the protesting party will be notified of the delay.

In the event a protest may affect the interest of another Consultant that also submitted a proposal, such Consultant will be given an opportunity to submit its views and any relevant information on the protest to the RFP Coordinator.

The final determination of the protest shall:

- Find the protest lacking in merit and uphold COMMERCE'S action; or
- Find only technical or harmless errors in COMMERCE'S acquisition process and determine COMMERCE to be in substantial compliance and reject the protest; or
- Find merit in the protest and provide COMMERCE options which may include:
 - Correct the errors and re-evaluate all proposals, and/or
 - Reissue the solicitation document and begin a new process, or
 - Make other findings and determine other courses of action as appropriate.

If COMMERCE determines that the protest is without merit, COMMERCE will enter into a contract with the apparently successful contractor. If the protest is determined to have merit, one of the alternatives noted in the preceding paragraph will be taken.

5. RFP EXHIBITS

Exhibit A Certifications and Assurances

Exhibit B Diverse Business Inclusion Plan

Exhibit C Service Contract Format with General Terms and Conditions

CERTIFICATIONS AND ASSURANCES

I/we make the following certifications and assurances as a required element of the proposal to which it is attached, understanding that the truthfulness of the facts affirmed here and the continuing compliance with these requirements are conditions precedent to the award or continuation of the related contract:

1. I/we declare that all answers and statements made in the proposal are true and correct.
2. The prices and/or cost data have been determined independently, without consultation, communication, or agreement with others for the purpose of restricting competition. However, I/we may freely join with other persons or organizations for the purpose of presenting a single proposal.
3. The attached proposal is a firm offer for a period of 60 days following receipt, and it may be accepted by COMMERCE without further negotiation (except where obviously required by lack of certainty in key terms) at any time within the 60-day period.
4. In preparing this proposal, I/we have not been assisted by any current or former employee of the state of Washington whose duties relate (or did relate) to this proposal or prospective contract, and who was assisting in other than his or her official, public capacity. If there are exceptions to these assurances, I/we have described them in full detail on a separate page attached to this document.
5. I/we understand that COMMERCE will not reimburse me/us for any costs incurred in the preparation of this proposal. All proposals become the property of COMMERCE, and I/we claim no proprietary right to the ideas, writings, items, or samples, unless so stated in this proposal.
6. Unless otherwise required by law, the prices and/or cost data which have been submitted have not been knowingly disclosed by the Proposer and will not knowingly be disclosed by him/her prior to opening, directly or indirectly, to any other Proposer or to any competitor.
7. I/we agree that submission of the attached proposal constitutes acceptance of the solicitation contents and the attached sample contract and general terms and conditions. If there are any exceptions to these terms, I/we have described those exceptions in detail on a page attached to this document.
8. No attempt has been made or will be made by the Proposer to induce any other person or firm to submit or not to submit a proposal for the purpose of restricting competition.
9. I/we grant COMMERCE the right to contact references and other, who may have pertinent information regarding the ability of the Consultant and the lead staff person to perform the services contemplated by this RFP.
10. If any staff member(s) who will perform work on this contract has retired from the State of Washington under the provisions of the 2008 Early Retirement Factors legislation, his/her name(s) is noted on a separately attached page.

We (circle one) **are / are not** submitting proposed Contract exceptions. (See Section 2.12, Contract and General Terms and Conditions.) If Contract exceptions are being submitted, I/we have attached them to this form.

On behalf of the Consultant submitting this proposal, my name below attests to the accuracy of the above and/or attached statements.

Signature of Proposer

Title

Date

DIVERSE BUSINESS INCLUSION PLAN

Do you anticipate using, or is your firm, a State Certified Minority Business?	Y/N
Do you anticipate using, or is your firm, a State Certified Women's Business?	Y/N
Do you anticipate using, or is your firm, a State Certified Veteran Business?	Y/N
Do you anticipate using, or is your firm, a Washington State Small Business?	Y/N

If you answered No to all of the questions above, please explain:

Please list the approximate percentage of work to be accomplished by each group:

Minority	___%
Women	___%
Veteran	___%
Small Business	___%

Please identify the person in your organization to manage your Diverse Inclusion Plan responsibility.

Name: _____
Phone: _____
E-Mail: _____



Department of Commerce

Services Contract with

<Individual or contractor organization here>

through

<Name of COMMERCE program issuing/administering contract here>

For

<List project title, if applicable, and/or describe the primary purpose for the funding or the intended outcome/deliverables in approx. 25 words or less>

Start date: <Month> <Day>, <Year>

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Attachment A, Scope of Work

Attachment B, Budget

FACE SHEET

Contract Number: <Insert Number>

Washington State Department of Commerce

<Select Division, Board, or Commission>
 <Insert Unit or Office>
 <Insert Program(s) and/or Project(s)>

1. Contractor <Insert legal name> <Insert mailing address> <Insert physical address> <Insert location>		2. Contractor Doing Business As (optional) <Insert DBA name> <Insert DBA mailing address> <Insert DBA physical address> <Insert DBA location>	
3. Contractor Representative <Insert name> <Insert title> <Insert phone> <Insert FAX> <Insert e-mail>		4. COMMERCE Representative <Insert name> <Insert mailing address> <Insert title> <Insert physical address> <Insert phone> <Insert location> <Insert FAX> <Insert e-mail>	
5. Contract Amount <Insert \$ amount>	6. Funding Source Federal: <input type="checkbox"/> State: <input type="checkbox"/> Other: <input type="checkbox"/> N/A: <input type="checkbox"/>	7. Start Date <Insert date>	8. End Date <Insert date>
9. Federal Funds (as applicable) <Insert \$ amount>		Federal Agency: _____ <Insert name>	
		CFDA Number <Insert number>	
10. Tax ID # <Insert number>	11. SWV # <Insert number>	12. UBI # <Insert number>	13. DUNS # <Insert number>
14. Contract Purpose <Briefly describe contract purpose>			
COMMERCE, defined as the Department of Commerce, and the Contractor, as defined above, acknowledge and accept the terms of this Contract and attachments and have executed this Contract on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Contract are governed by this Contract and the following other documents incorporated by reference: Contractor Terms and Conditions including Attachment "A" - <insert title>, Attachment "B" - <insert title>, Attachment "C" - <insert title>, <etc.>			
FOR CONTRACTOR _____ <insert name>, <insert title> _____ Date		FOR COMMERCE _____ <insert name>, <insert title> _____ Date APPROVED AS TO FORM ONLY BY ASSISTANT ATTORNEY GENERAL APPROVAL ON FILE	

**SPECIAL TERMS AND CONDITIONS
SERVICES CONTRACT
STATE FUNDS**

1. CONTRACT MANAGEMENT

The Representative for each of the parties shall be responsible for and shall be the contact person for all communications and billings regarding the performance of this Contract.

The Representative for COMMERCE and their contact information are identified on the Face Sheet of this Contract.

The Representative for the Contractor and their contact information are identified on the Face Sheet of this Contract.

2. COMPENSATION

COMMERCE shall pay an amount not to exceed \$ _____ for the performance of all things necessary for or incidental to the performance of work as set forth in the Scope of Work. Contractor's compensation for services rendered shall be based on the following rates or in accordance with the following terms:

EXPENSES

Contractor shall receive reimbursement for travel and other expenses as identified below or as authorized in advance by COMMERCE as reimbursable. The maximum amount to be paid to the Contractor for authorized expenses shall not exceed \$ _____, which amount is included in the Contract total above.

Such expenses may include airfare (economy or coach class only), other transportation expenses, and lodging and subsistence necessary during periods of required travel. Contractor shall receive compensation for travel expenses at current state travel reimbursement rates.

3. BILLING PROCEDURES AND PAYMENT

COMMERCE will pay Contractor upon acceptance of services provided and receipt of properly completed invoices, which shall be submitted to the Representative for COMMERCE [*not more often than monthly.*]

The invoices shall describe and document, to COMMERCE's satisfaction, a description of the work performed, the progress of the project, and fees. The invoice shall include the Contract Number _____. If expenses are invoiced, provide a detailed breakdown of each type. A receipt must accompany any single expenses in the amount of \$50.00 or more in order to receive reimbursement.

Payment shall be considered timely if made by COMMERCE within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the Contractor.

COMMERCE may, in its sole discretion, terminate the Contract or withhold payments claimed by the Contractor for services rendered if the Contractor fails to satisfactorily comply with any term or condition of this Contract.

No payments in advance or in anticipation of services or supplies to be provided under this Agreement shall be made by COMMERCE.

Duplication of Billed Costs

The Contractor shall not bill COMMERCE for services performed under this Agreement, and COMMERCE shall not pay the Contractor, if the Contractor is entitled to payment or has been or will be paid by any other source, including grants, for that service.

Disallowed Costs

The Contractor is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

NOTE: *Optional Provision - COMMERCE shall withhold 10 percent from each payment until acceptance by COMMERCE of the final report (or completion of the project, etc.).*

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4. SUBCONTRACTOR DATA COLLECTION

Contractor will submit reports, in a form and format to be provided by Commerce and at intervals as agreed by the parties, regarding work under this Grant performed by subcontractors and the portion of Grant funds expended for work performed by subcontractors, including but not necessarily limited to minority-owned, woman-owned, and veteran-owned business subcontractors. "Subcontractors" shall mean subcontractors of any tier.

5. INSURANCE

The Contractor shall provide insurance coverage as set out in this section. The intent of the required insurance is to protect the state should there be any claims, suits, actions, costs, damages or expenses arising from any loss, or negligent or intentional act or omission of the Contractor or Subcontractor, or agents of either, while performing under the terms of this Contract.

The insurance required shall be issued by an insurance company authorized to do business within the state of Washington. Except for Professional Liability or Errors and Omissions Insurance, the insurance shall name the state of Washington, its agents, officers, and employees as additional insureds under the insurance policy. All policies shall be primary to any other valid and collectable insurance. The Contractor shall provide COMMERCE thirty (30) calendar days' advance notice of any insurance cancellation, non-renewal or modification.

The Contractor shall submit to COMMERCE within fifteen (15) calendar days of the Contract start date, a certificate of insurance which outlines the coverage and limits defined in this insurance section. During the term of the Contract, the Contractor shall submit renewal certificates not less than thirty (30) calendar days prior to expiration of each policy required under this section.

The Contractor shall provide insurance coverage that shall be maintained in full force and effect during the term of this Contract, as follows:

Commercial General Liability Insurance Policy. Provide a Commercial General Liability Insurance Policy, including contractual liability, written on an occurrence basis, in adequate quantity to protect against legal liability arising out of contract activity but no less than \$1,000,000 per occurrence. Additionally, the Contractor is responsible for ensuring that any Subcontractors provide adequate insurance coverage for the activities arising out of subcontracts.

Automobile Liability. In the event that performance pursuant to this Contract involves the use of vehicles, owned or operated by the Contractor or its Subcontractor, automobile liability insurance shall be required. The minimum limit for automobile liability is \$1,000,000 per occurrence, using a Combined Single Limit for bodily injury and property damage.

Professional Liability, Errors and Omissions Insurance. The Contractor shall maintain Professional Liability or Errors and Omissions Insurance. The Contractor shall maintain minimum limits of no less than \$1,000,000 per occurrence to cover all activities by the Contractor and licensed staff employed or under contract to the Contractor. The state of Washington, its agents, officers, and employees need *not* be named as additional insureds under this policy.

Fidelity Insurance. Every officer, director, employee, or agent who is authorized to act on behalf of the Contractor for the purpose of receiving or depositing funds into program accounts or issuing financial documents, checks, or other instruments of payment for program costs shall be insured to provide protection against loss:

- A. The amount of fidelity coverage secured pursuant to this Contract shall be \$100,000 or the highest of planned reimbursement for the Contract period, whichever is lowest. Fidelity insurance secured pursuant to this paragraph shall name COMMERCE as beneficiary.

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- B. Subcontractors that receive \$10,000 or more per year in funding through this Contract shall secure fidelity insurance as noted above. Fidelity insurance secured by Subcontractors pursuant to this paragraph shall name the Contractor as beneficiary.**
- C. The Contractor shall provide, at COMMERCE's request, copies of insurance instruments or certifications from the insurance issuing agency. The copies or certifications shall show the insurance coverage, the designated beneficiary, who is covered, the amounts, the period of coverage, and that COMMERCE will be provided thirty (30) days' advance written notice of cancellation.**

6. ORDER OF PRECEDENCE

In the event of an inconsistency in this Contract, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state of Washington statutes and regulations**
- Special Terms and Conditions**
- General Terms and Conditions**
- Attachment A – Scope of Work**
- Attachment B – Budget**
- add any other attachments incorporated by reference on the Face Sheet**

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1. DEFINITIONS

As used throughout this Contract, the following terms shall have the meaning set forth below:

- A. "Authorized Representative" shall mean the Director and/or the designee authorized in writing to act on the Director's behalf.
- B. "COMMERCE" shall mean the Department of Commerce.
- C. "Contract" or "Agreement" means the entire written agreement between COMMERCE and the Contractor, including any Exhibits, documents, or materials incorporated by reference. E-mail or Facsimile transmission of a signed copy of this contract shall be the same as delivery of an original.
- D. "Contractor" shall mean the entity identified on the face sheet performing service(s) under this Contract, and shall include all employees and agents of the Contractor.
- E. "Personal Information" shall mean information identifiable to any person, including, but not limited to, information that relates to a person's name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, social security numbers, driver license numbers, other identifying numbers, and any financial identifiers.
- F. "State" shall mean the state of Washington.
- G. "Subcontractor" shall mean one not in the employment of the Contractor, who is performing all or part of those services under this Contract under a separate contract with the Contractor. The terms "subcontractor" and "subcontractors" mean subcontractor(s) in any tier.

2. ACCESS TO DATA

In compliance with RCW 39.26.180, the Contractor shall provide access to data generated under this Contract to COMMERCE, the Joint Legislative Audit and Review Committee, and the Office of the State Auditor at no additional cost. This includes access to all information that supports the findings, conclusions, and recommendations of the Contractor's reports, including computer models and the methodology for those models.

3. ADVANCE PAYMENTS PROHIBITED

No payments in advance of or in anticipation of goods or services to be provided under this Contract shall be made by COMMERCE.

4. ALL WRITINGS CONTAINED HEREIN

This Contract contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or to bind any of the parties hereto.

5. AMENDMENTS

This Contract may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.

6. AMERICANS WITH DISABILITIES ACT (ADA) OF 1990, PUBLIC LAW 101-336, also referred to as the "ADA" 28 CFR Part 35

The Contractor must comply with the ADA, which provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications.

7. ASSIGNMENT

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Neither this Contract, nor any claim arising under this Contract, shall be transferred or assigned by the Contractor without prior written consent of COMMERCE.

8. ATTORNEYS' FEES

Unless expressly permitted under another provision of the Contract, in the event of litigation or other action brought to enforce Contract terms, each party agrees to bear its own attorneys' fees and costs.

9. CONFIDENTIALITY/SAFEGUARDING OF INFORMATION

A. "Confidential Information" as used in this section includes:

1. All material provided to the Contractor by COMMERCE that is designated as "confidential" by COMMERCE;
2. All material produced by the Contractor that is designated as "confidential" by COMMERCE; and
3. All personal information in the possession of the Contractor that may not be disclosed under state or federal law. "Personal information" includes but is not limited to information related to a person's name, health, finances, education, business, use of government services, addresses, telephone numbers, social security number, driver's license number and other identifying numbers, and "Protected Health Information" under the federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).

B. The Contractor shall comply with all state and federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The Contractor shall use Confidential Information solely for the purposes of this Contract and shall not use, share, transfer, sell or disclose any Confidential Information to any third party except with the prior written consent of COMMERCE or as may be required by law. The Contractor shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information or violation of any state or federal laws related thereto. Upon request, the Contractor shall provide COMMERCE with its policies and procedures on confidentiality. COMMERCE may require changes to such policies and procedures as they apply to this Contract whenever COMMERCE reasonably determines that changes are necessary to prevent unauthorized disclosures. The Contractor shall make the changes within the time period specified by COMMERCE. Upon request, the Contractor shall immediately return to COMMERCE any Confidential Information that COMMERCE reasonably determines has not been adequately protected by the Contractor against unauthorized disclosure.

C. Unauthorized Use or Disclosure. The Contractor shall notify COMMERCE within five (5) working days of any unauthorized use or disclosure of any confidential information, and shall take necessary steps to mitigate the harmful effects of such use or disclosure.

10. CONFLICT OF INTEREST

Notwithstanding any determination by the Executive Ethics Board or other tribunal, COMMERCE may, in its sole discretion, by written notice to the CONTRACTOR terminate this contract if it is found after due notice and examination by COMMERCE that there is a violation of the Ethics in Public Service Act, Chapters 42.52 RCW and 42.23 RCW; or any similar statute involving the CONTRACTOR in the procurement of, or performance under this contract.

Specific restrictions apply to contracting with current or former state employees pursuant to chapter 42.52 of the Revised Code of Washington. The CONTRACTOR and their subcontractor(s) must identify any person employed in any capacity by the state of Washington that worked with the COMMERCE program executing this Contract, including but not limited to formulating or drafting the legislation, participating in grant procurement planning and execution, awarding grants, and monitoring grants, during the 24-month period preceding the start date of this Contract. Identify the individual by name, the agency previously or currently employed by, job title or position held, and separation date. If it is

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determined by COMMERCE that a conflict of interest exists, the CONTRACTOR may be disqualified from further consideration for the award of a Contract.

In the event this contract is terminated as provided above, COMMERCE shall be entitled to pursue the same remedies against the CONTRACTOR as it could pursue in the event of a breach of the contract by the CONTRACTOR. The rights and remedies of COMMERCE provided for in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law. The existence of facts upon which COMMERCE makes any determination under this clause shall be an issue and may be reviewed as provided in the "Disputes" clause of this contract.

11. COPYRIGHT

Unless otherwise provided, all Materials produced under this Contract shall be considered "works for hire" as defined by the U.S. Copyright Act and shall be owned by COMMERCE. COMMERCE shall be considered the author of such Materials. In the event the Materials are not considered "works for hire" under the U.S. Copyright laws, the Contractor hereby irrevocably assigns all right, title, and interest in all Materials, including all intellectual property rights, moral rights, and rights of publicity to COMMERCE effective from the moment of creation of such Materials.

"Materials" means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. "Ownership" includes the right to copyright, patent, register and the ability to transfer these rights.

For Materials that are delivered under the Contract, but that incorporate pre-existing materials not produced under the Contract, the Contractor hereby grants to COMMERCE a nonexclusive, royalty-free, irrevocable license (with rights to sublicense to others) in such Materials to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. The Contractor warrants and represents that the Contractor has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to grant such a license to COMMERCE.

The Contractor shall exert all reasonable effort to advise COMMERCE, at the time of delivery of Materials furnished under this Contract, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Contract. The Contractor shall provide COMMERCE with prompt written notice of each notice or claim of infringement received by the Contractor with respect to any Materials delivered under this Contract. COMMERCE shall have the right to modify or remove any restrictive markings placed upon the Materials by the Contractor.

12. DISPUTES

Except as otherwise provided in this Contract, when a dispute arises between the parties and it cannot be resolved by direct negotiation, either party may request a dispute hearing with the Director of COMMERCE, who may designate a neutral person to decide the dispute.

The request for a dispute hearing must:

- be in writing;
- state the disputed issues;
- state the relative positions of the parties;
- state the Contractor's name, address, and Contract number; and
- be mailed to the Director and the other party's (respondent's) Contract Representative within three (3) working days after the parties agree that they cannot resolve the dispute.

The respondent shall send a written answer to the requestor's statement to both the Director or the Director's designee and the requestor within five (5) working days.

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The Director or designee shall review the written statements and reply in writing to both parties within ten (10) working days. The Director or designee may extend this period if necessary by notifying the parties.

The decision shall not be admissible in any succeeding judicial or quasi-judicial proceeding.

The parties agree that this dispute process shall precede any action in a judicial or quasi-judicial tribunal.

Nothing in this Contract shall be construed to limit the parties' choice of a mutually acceptable alternate dispute resolution (ADR) method in addition to the dispute hearing procedure outlined above.

13. DUPLICATE PAYMENT

COMMERCE shall not pay the Contractor, if the Contractor has charged or will charge the State of Washington or any other party under any other contract or agreement, for the same services or expenses.

14. GOVERNING LAW AND VENUE

This Contract shall be construed and interpreted in accordance with the laws of the state of Washington, and the venue of any action brought hereunder shall be in the Superior Court for Thurston County.

15. INDEMNIFICATION

To the fullest extent permitted by law, the Contractor shall indemnify, defend, and hold harmless the state of Washington, COMMERCE, agencies of the state and all officials, agents and employees of the state, from and against all claims for injuries or death arising out of or resulting from the performance of the contract. "Claim" as used in this contract, means any financial loss, claim, suit, action, damage, or expense, including but not limited to attorney's fees, attributable for bodily injury, sickness, disease, or death, or injury to or the destruction of tangible property including loss of use resulting therefrom.

The Contractor's obligation to indemnify, defend, and hold harmless includes any claim by Contractor's agents, employees, representatives, or any subcontractor or its employees.

The Contractor expressly agrees to indemnify, defend, and hold harmless the State for any claim arising out of or incident to Contractor's or any subcontractor's performance or failure to perform the contract. Contractor's obligation to indemnify, defend, and hold harmless the State shall not be eliminated or reduced by any actual or alleged concurrent negligence of State or its agents, agencies, employees and officials.

The Contractor waives its immunity under Title 51 RCW to the extent it is required to indemnify, defend and hold harmless the state and its agencies, officers, agents or employees.

16. INDEPENDENT CAPACITY OF THE CONTRACTOR

The parties intend that an independent contractor relationship will be created by this Contract. The Contractor and its employees or agents performing under this Contract are not employees or agents of the state of Washington or COMMERCE. The Contractor will not hold itself out as or claim to be an officer or employee of COMMERCE or of the state of Washington by reason hereof, nor will the Contractor make any claim of right, privilege or benefit which would accrue to such officer or employee under law. Conduct and control of the work will be solely with the Contractor.

17. INDUSTRIAL INSURANCE COVERAGE

The Contractor shall comply with all applicable provisions of Title 51 RCW, Industrial Insurance. If the Contractor fails to provide industrial insurance coverage or fails to pay premiums or penalties on behalf of its employees as may be required by law, COMMERCE may collect from the Contractor the full amount payable to the Industrial Insurance Accident 156

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Fund. COMMERCE may deduct the amount owed by the Contractor to the accident fund from the amount payable to the Contractor by COMMERCE under this Contract, and transmit the deducted amount to the Department of Labor and Industries, (L&I) Division of Insurance Services. This provision does not waive any of L&I's rights to collect from the Contractor.

18. LAWS

The Contractor shall comply with all applicable laws, ordinances, codes, regulations and policies of local, state, and federal governments, as now or hereafter amended.

19. LICENSING, ACCREDITATION AND REGISTRATION

The Contractor shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements or standards necessary for the performance of this Contract.

20. LIMITATION OF AUTHORITY

Only the Authorized Representative or the Authorized Representative's delegate by writing (delegation to be made prior to action) shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this Contract. Furthermore, any alteration, amendment, modification, or waiver of any clause or condition of this contract is not effective or binding unless made in writing and signed by the Authorized Representative.

21. NONCOMPLIANCE WITH NONDISCRIMINATION LAWS

During the performance of this Contract, the Contractor shall comply with all federal, state, and local nondiscrimination laws, regulations and policies. In the event of the Contractor's non-compliance or refusal to comply with any nondiscrimination law, regulation or policy, this Contract may be rescinded, canceled or terminated in whole or in part, and the Contractor may be declared ineligible for further contracts with COMMERCE. The Contractor shall, however, be given a reasonable time in which to cure this noncompliance. Any dispute may be resolved in accordance with the "Disputes" procedure set forth herein.

22. PAY EQUITY

The Contractor agrees to ensure that "similarly employed" individuals in its workforce are compensated as equals, consistent with the following:

- a. Employees are "similarly employed" if the individuals work for the same employer, the performance of the job requires comparable skill, effort, and responsibility, and the jobs are performed under similar working conditions. Job titles alone are not determinative of whether employees are similarly employed;
- b. Contractor may allow differentials in compensation for its workers if the differentials are based in good faith and on any of the following:
 - (i) A seniority system; a merit system; a system that measures earnings by quantity or quality of production; a bona fide job-related factor or factors; or a bona fide regional difference in compensation levels.
 - (ii) A bona fide job-related factor or factors may include, but not be limited to, education, training, or experience that is: Consistent with business necessity; not based on or derived from a gender-based differential; and accounts for the entire differential.
 - (iii) A bona fide regional difference in compensation level must be: Consistent with business necessity; not based on or derived from a gender-based differential; and account for the entire differential.

This Contract may be terminated by the Department, if the Department or the Department of Enterprise services determines that the Contractor is not in compliance with this provision.

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23. POLITICAL ACTIVITIES

Political activity of Contractor employees and officers are limited by the State Campaign Finances and Lobbying provisions of Chapter 42.17A RCW and the Federal Hatch Act, 5 USC 1501 - 1508.

No funds may be used for working for or against ballot measures or for or against the candidacy of any person for public office.

24. PUBLICITY

The Contractor agrees not to publish or use any advertising or publicity materials in which the state of Washington or COMMERCE's name is mentioned, or language used from which the connection with the state of Washington's or COMMERCE's name may reasonably be inferred or implied, without the prior written consent of COMMERCE.

25. RECAPTURE

In the event that the Contractor fails to perform this Contract in accordance with state laws, federal laws, and/or the provisions of this Contract, COMMERCE reserves the right to recapture funds in an amount to compensate COMMERCE for the noncompliance in addition to any other remedies available at law or in equity.

Repayment by the Contractor of funds under this recapture provision shall occur within the time period specified by COMMERCE. In the alternative, COMMERCE may recapture such funds from payments due under this Contract.

26. RECORDS MAINTENANCE

The Contractor shall maintain books, records, documents, data and other evidence relating to this contract and performance of the services described herein, including but not limited to accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this contract.

The Contractor shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the contract, shall be subject at all reasonable times to inspection, review or audit by COMMERCE, personnel duly authorized by COMMERCE, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

27. REGISTRATION WITH DEPARTMENT OF REVENUE

If required by law, the Contractor shall complete registration with the Washington State Department of Revenue.

28. RIGHT OF INSPECTION

The Contractor shall provide right of access to its facilities to COMMERCE, or any of its officers, or to any other authorized agent or official of the state of Washington or the federal government, at all reasonable times, in order to monitor and evaluate performance, compliance, and/or quality assurance under this contract.

29. SAVINGS

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Contract and prior to normal completion, COMMERCE may suspend or terminate the Contract under the "Termination for Convenience" clause, without the ten calendar day notice requirement. In lieu of termination, the Contract may be amended to reflect the new funding limitations and conditions.

30. SEVERABILITY

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The provisions of this contract are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the contract.

31. SITE SECURITY

While on COMMERCE premises, Contractor, its agents, employees, or subcontractors shall conform in all respects with physical, fire or other security policies or regulations.

32. SUBCONTRACTING

The Contractor may only subcontract work contemplated under this Contract if it obtains the prior written approval of COMMERCE.

If COMMERCE approves subcontracting, the Contractor shall maintain written procedures related to subcontracting, as well as copies of all subcontracts and records related to subcontracts. For cause, COMMERCE in writing may: (a) require the Contractor to amend its subcontracting procedures as they relate to this Contract; (b) prohibit the Contractor from subcontracting with a particular person or entity; or (c) require the Contractor to rescind or amend a subcontract.

Every subcontract shall bind the Subcontractor to follow all applicable terms of this Contract. The Contractor is responsible to COMMERCE if the Subcontractor fails to comply with any applicable term or condition of this Contract. The Contractor shall appropriately monitor the activities of the Subcontractor to assure fiscal conditions of this Contract. In no event shall the existence of a subcontract operate to release or reduce the liability of the Contractor to COMMERCE for any breach in the performance of the Contractor's duties.

Every subcontract shall include a term that COMMERCE and the State of Washington are not liable for claims or damages arising from a Subcontractor's performance of the subcontract.

33. SURVIVAL

The terms, conditions, and warranties contained in this Contract that by their sense and context are intended to survive the completion of the performance, cancellation or termination of this Contract shall so survive.

34. TAXES

All payments accrued on account of payroll taxes, unemployment contributions, the Contractor's income or gross receipts, any other taxes, insurance or expenses for the Contractor or its staff shall be the sole responsibility of the Contractor.

35. TERMINATION FOR CAUSE

In the event COMMERCE determines the Contractor has failed to comply with the conditions of this contract in a timely manner, COMMERCE has the right to suspend or terminate this contract. Before suspending or terminating the contract, COMMERCE shall notify the Contractor in writing of the need to take corrective action. If corrective action is not taken within 30 calendar days, the contract may be terminated or suspended.

In the event of termination or suspension, the Contractor shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original contract and the replacement or cover contract and all administrative costs directly related to the replacement contract, e.g., cost of the competitive bidding, mailing, advertising and staff time.

COMMERCE reserves the right to suspend all or part of the contract, withhold further payments, or prohibit the Contractor from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the Contractor or a decision by COMMERCE to terminate the contract. A termination shall be deemed a "Termination for Convenience" if it is determined that the Contractor: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence.

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The rights and remedies of COMMERCE provided in this contract are not exclusive and are, in addition to any other rights and remedies, provided by law.

36. TERMINATION FOR CONVENIENCE

Except as otherwise provided in this Contract, COMMERCE may, by ten (10) business days written notice, beginning on the second day after the mailing, terminate this Contract, in whole or in part. If this Contract is so terminated, COMMERCE shall be liable only for payment required under the terms of this Contract for services rendered or goods delivered prior to the effective date of termination.

37. TERMINATION PROCEDURES

Upon termination of this contract, COMMERCE, in addition to any other rights provided in this contract, may require the Contractor to deliver to COMMERCE any property specifically produced or acquired for the performance of such part of this contract as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

COMMERCE shall pay to the Contractor the agreed upon price, if separately stated, for completed work and services accepted by COMMERCE, and the amount agreed upon by the Contractor and COMMERCE for (i) completed work and services for which no separate price is stated, (ii) partially completed work and services, (iii) other property or services that are accepted by COMMERCE, and (iv) the protection and preservation of property, unless the termination is for default, in which case the Authorized Representative shall determine the extent of the liability of the Authorized Representative. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause of this contract. COMMERCE may withhold from any amounts due the Contractor such sum as the Authorized Representative determines to be necessary to protect COMMERCE against potential loss or liability.

The rights and remedies of COMMERCE provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law or under this contract.

After receipt of a notice of termination, and except as otherwise directed by the Authorized Representative, the Contractor shall:

1. Stop work under the contract on the date, and to the extent specified, in the notice;
2. Place no further orders or subcontracts for materials, services, or facilities except as may be necessary for completion of such portion of the work under the contract that is not terminated;
3. Assign to COMMERCE, in the manner, at the times, and to the extent directed by the Authorized Representative, all of the rights, title, and interest of the Contractor under the orders and subcontracts so terminated, in which case COMMERCE has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;
4. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the Authorized Representative to the extent the Authorized Representative may require, which approval or ratification shall be final for all the purposes of this clause;
5. Transfer title to COMMERCE and deliver in the manner, at the times, and to the extent directed by the Authorized Representative any property which, if the contract had been completed, would have been required to be furnished to COMMERCE;
6. Complete performance of such part of the work as shall not have been terminated by the Authorized Representative; and
7. Take such action as may be necessary, or as the Authorized Representative may direct, for the protection and preservation of the property related to this contract, which is in the possession of the Contractor and in which COMMERCE has or may acquire an interest.

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38. TREATMENT OF ASSETS

Title to all property furnished by COMMERCE shall remain in COMMERCE. Title to all property furnished by the Contractor, for the cost of which the Contractor is entitled to be reimbursed as a direct item of cost under this contract, shall pass to and vest in COMMERCE upon delivery of such property by the Contractor. Title to other property, the cost of which is reimbursable to the Contractor under this contract, shall pass to and vest in COMMERCE upon (i) issuance for use of such property in the performance of this contract, or (ii) commencement of use of such property in the performance of this contract, or (iii) reimbursement of the cost thereof by COMMERCE in whole or in part, whichever first occurs.

- A. Any property of COMMERCE furnished to the Contractor shall, unless otherwise provided herein or approved by COMMERCE, be used only for the performance of this contract.
- B. The Contractor shall be responsible for any loss or damage to property of COMMERCE that results from the negligence of the Contractor or which results from the failure on the part of the Contractor to maintain and administer that property in accordance with sound management practices.
- C. If any COMMERCE property is lost, destroyed or damaged, the Contractor shall immediately notify COMMERCE and shall take all reasonable steps to protect the property from further damage.
- D. The Contractor shall surrender to COMMERCE all property of COMMERCE prior to settlement upon completion, termination or cancellation of this contract

All reference to the Contractor under this clause shall also include Contractor's employees, agents or Subcontractors.

39. WAIVER

Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Contract unless stated to be such in writing and signed by Authorized Representative of COMMERCE.

Scope of Work

Budget



MINUTES

Business & Economic Development Partnership Meeting

Friday, December 14, 2018

400 SW 152nd St., Ste. 300, Miller Creek Conference Room

PRESENT: Members: Robyn Desimone, Joshua Halpin, Dean Anderson, Garry Crane, Pier David, Suzanne Greive, Michael Prato, Nancy Scholl, and Matthew Wendland.

Staff: Andrea Snyder, Chris Craig, and Carol Allread.

EXCUSED: Debra George

ABSENT:

1. APPROVAL OF MINUTES

The October 12, October 26, and November 9, 2018 minutes were unanimously approved as written.

2. PUBLIC COMMENT

No public comment.

3. CHAIR'S REPORT

Chair Robyn Desimone and Economic Development Manager Andrea Snyder debriefed the Partnership on the December 3, 2018, City Council meeting, where Council selected Hotel Concepts to sell a parcel of City-owned land for the purpose of building a hotel. The Hotel Advisory Committee was present to share thoughts prior to the vote. Final contract negotiations will take place over the next several months, with Council approving the final contract. Hotel Concepts has developed properties in Hawaii and SeaTac (the new Aloft hotel). The Burien development will contribute to the City's vitality with the addition of a 140 guestroom hotel and 100 units of multifamily residential living.

4. HOTEL DEVELOPMENT UPDATE

Andrea, Economic Development Specialist Chris Craig, and City Attorney Lisa Marshall will meet with a land use attorney later in the day to discuss next steps.

5. REVIEW WORK PLAN

Andrea Snyder confirmed the 2019 work plan as adopted by the Partnership at its October 12, 2018 meeting. The work plan will go to Council in early 2019 when the BEDP makes their annual presentation. Partnership members agreed on the plan as adopted. There will be more discussion and prep at the January 11, 2019 meeting.

6. REVIEW BIOS/TAKE PICTURES

In order to streamline information regarding City boards and commissions, photos and bios for all members will be posted on the City's website. Staff prepared brief bios for member review/edit, and took photos during the meeting.

7. CITY REPORT

Andrea shared that the proposed ordinance to ban plastic bags will go before City Council on Monday, December 17, 2018.

8. DISCOVER BURIEN REPORT

In 2019, adjustments have been made to some of the annual events and new events have been added:

- A Low Rider Car Show will be paired with Strawberry Days.
- The Major Taylor B-Town Criterion Race will return (held July 4th).
- The Wellness Fair has been moved to August and will include a Crossfit Challenge.
- A new event, Miracle on 152nd St. Holiday Movie in the Park, is scheduled for November 30th, and will feature all day shopping, Town Square activities noon-7:00 p.m., hot treats, Santa's workshop, and a blanket and coat drive.

9. ADJOURNMENT

Meeting Adjourned at 8:40 am.

10. REMINDER

The next meeting is Friday, January 11, 2019, 7:30 a.m.

11. BUSINESS AND ECONOMIC DEVELOPMENT PARTNERSHIP MEMBERS

Robyn Desimone, Chair	
Joshua Halpin, Vice Chair	Dean Anderson
Garry Crane	Pier David
Suzanne Greive	Vacant
Vacant	Vacant
Michael Prato	Nancy Scholl
Matthew Wendland	Vacant
Discover Burien, Executive Director	



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MINUTES

Business & Economic Development Partnership Meeting

Friday, January 11, 2019

400 SW 152nd St., Ste. 300, Miller Creek Conference Room

PRESENT: Robyn Desimone, Chair, Joshua Halpin, Vice Chair, Dean Anderson, Garry Crane, Pier David, Debra George, Nancy Scholl, and Matthew Wendland

EXCUSED: Michael Prato

ABSENT: Suzanne Greive

GUESTS: Malika Johnson, Councilmember Nancy Tosta

1. APPROVAL OF MINUTES

The December 14, 2018 minutes were unanimously approved as written.

2. PUBLIC COMMENT

There was no public comment.

3. CHAIR REPORT

Chair Robyn Desimone and Economic Development Manager Andrea Snyder announced the openings on the BEDP at the Discover Burien Board meeting on Wednesday, January 9, 2019 and requested that board members spread the word. There are sectors that are currently not represented on the BEDP, such as restaurants, bars, and hospitals. BEDP members are also asked to spread the word and interested parties can attend a BEDP meeting to see if they are interested in applying. Applications are available on the City's website.

4. PLASTIC BAG ORDINANCE UPDATE

Economic Development Specialist Chris Craig shared that at its January 7, 2019 meeting, City Council passed Ordinance 690 restricting the use and sale of single-use plastic bags. City staff are coordinating communication efforts to prepare businesses and residents for the official effective date of January 1, 2020.

5. URBAN CENTER PLAN - GUEST: BURIEN CITY PLANNER THARA JOHNSON

Senior Planner Thara Johnson announced that the City is initiating an Urban Center Plan. It will focus on approximately 353 acres that center around Burien Town Square and will provide development goals and policies specific to the conditions, challenges, and opportunities in that area. Stakeholders are needed to form an advisory committee to participate in a visioning process as part of developing the Urban Center Plan. There will be three committee meetings; the first will be held Thursday, February 7, 2019, and the subsequent meetings will be held in June and August, 2019 (specific dates tbd). A community workshop will also be held. This will set the vision for the next 20-30 years. BEDP members that would like to participate in the advisory committee may notify Chris, or contact Thara directly at tharaj@burienwa.gov, or 2206-436-5574.

6. PREPARE FOR CITY COUNCIL PRESENTATION ON JANUARY 28

Chris led a review of the annual report/work plan that will be presented to City Council at the January 28, 2019, study session. Members identified two minor edits.

Members discussed the ten recommendations from the SW 153rd Improvement Study and prioritized the top three to focus on in the coming year:

1. Mandatory garbage and dumpster locks
2. Business façade improvements
3. Create SW 153rd business leadership committee to prioritize aesthetic improvements (potted trees, plants, art on street poles) and address parking

Chris called for members to conduct the presentation; Robyn Desimone, Joshua Halpin, and Debra George agreed to present, and Nancy Scholl will be in attendance. The annual report will be presented orally and PowerPoint slides will be used for the SW 153rd presentation. Preparation time will be scheduled on the Friday, January 25, 2019, BEDP meeting agenda.

7. UPDATE ON LAW ENFORCEMENT ASSISTED DIVERSION (LEAD) - GUEST: LEAD PROJECT MANAGER MALIKA LAMONT

Malika Lamont explained that LEAD is a program that is tailored to individual communities and brings law enforcement, prosecutors, and case managers together to connect non-violent, frequent low-level offenders to services and away from the criminal justice system to reduce recidivism. Initially, individuals will be referred to LEAD by law enforcement and eventually may be referred through a social contact. LEAD works with those hardest to reach to help them gain access to mental health and substance abuse treatment, housing, and other services. The Burien program is anticipated to launch by the end of first quarter.

8. CITY REPORT

City Manager Wilson provided an update on community issues, news, current events and City projects. Some highlights include:

- City Council selected Hotel Concepts to develop a 140-guest room hotel and 100 units of multi-family housing on the City-owned parcel near the Transit Center.
- City Council adopted the 2019-2020 budget at the December 17, 2018, Council Meeting. This balanced budget maintains current levels of services, addresses an identified gap, and looks at options to enhance services in the future.
- A survey has been launched to evaluate the usability of the City's new website platform.
- The City is recruiting for an intern in the Communications Division. Amy Moosman, who occupied the position previously, has accepted a full-time position with the Department of Natural Resources.
- Staff is working on tenant protections to help residents who may be struggling to remain sheltered.
- Chief Boe is performing a lot of outreach in the community; in the near future, he will be forming a Police Advisory Committee.
- The City is seeing an overall reduction in crime rates.

9. DISCOVER BURIEN REPORT

Executive Director Debra George provided the Discover Burien update:

- The 2019 calendar of events is now available.
- The Discover Burien website has been updated to allow for online registration/payment for events and sponsorship.
- The next Discover Burien After-Hours event is scheduled for Wednesday, January 16, 2019, 5:30-7:00 p.m., at Deeper Church, 15434 10th Ave SW.

10. AROUND THE TABLE

11. ADJOURNMENT

The meeting adjourned at 9:02 a.m.

12. REMINDER

Next Meeting: Friday, January 25, 2019, 7:30 a.m.

13. BUSINESS AND ECONOMIC DEVELOPMENT PARTNERSHIP MEMBERS

Robyn Desimone, Chair	
Joshua Halpin, Vice Chair	Dean Anderson
Garry Crane	Pier David
Suzanne Greive	Vacant
Vacant	Vacant
Michael Prato	Nancy Scholl
Matthew Wendland	Vacant
Discover Burien, Executive Director	



AGENDA

Business & Economic Development Partnership

Friday, January 11, 2019 - 7:30 a.m.
City Hall, 400 SW 152nd St., Ste. 300

Page #

1. APPROVAL OF MINUTES

1.1 Minutes

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[Business & Economic Development Partnership - 14 Dec 2018 - Minutes - Pdf](#)

2. PUBLIC COMMENT

3. CHAIR REPORT

4. PLASTIC BAG ORDINANCE UPDATE

5. URBAN CENTER PLAN - GUEST: BURIEN CITY PLANNER THARA JOHNSON

6. PREPARE FOR CITY COUNCIL PRESENTATION ON JANUARY 28

7. UPDATE ON LAW ENFORCEMENT ASSISTED DIVERSION (LEAD) - GUEST: LEAD PROJECT MANAGER MALIKA LAMONT

8. CITY REPORT

9. DISCOVER BURIEN REPORT

10. AROUND THE TABLE

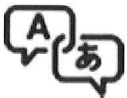
11. ADJOURNMENT

12. REMINDER

Next Meeting: Friday, January 25, 2019, 7:30 a.m.

BUSINESS AND ECONOMIC DEVELOPMENT PARTNERSHIP MEMBERS

Robyn Desimone, Chair	
Joshua Halpin, Vice Chair	Dean Anderson
Garry Crane	Pier David
Suzanne Greive	Vacant
Vacant	Vacant
Michael Prato	Nancy Scholl
Matthew Wendland	Vacant
Discover Burien, Executive Director	



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AGENDA

Business & Economic Development Partnership

Friday, February 8, 2019 - 7:30 a.m.
City Hall, 400 SW 152nd St., Ste. 300

Page #

1. REVIEW/APPROVE MINUTES

1.1 January 11, 2019 minutes.
[Draft Minutes](#)

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2. PUBLIC COMMENT

3. CHAIR REPORT

4. BUSINESS SURVEY REPORT

5. NOISE ORDINANCE

6. CITY REPORT

7. DISCOVER BURIEN REPORT

8. AROUND THE TABLE

9. ADJOURNMENT

10. REMINDER

Next meeting: Friday, February 22, 2019

BUSINESS AND ECONOMIC DEVELOPMENT PARTNERSHIP MEMBERS

Robyn Desimone, Chair	
Joshua Halpin, Vice Chair	Dean Anderson
Garry Crane	Pier David
Suzanne Greive	Vacant
Vacant	Vacant
Michael Prato	Nancy Scholl
Matthew Wendland	Vacant
Discover Burien, Exec. Dir.	



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AGENDA

Business & Economic Development Partnership

Friday, February 22, 2019 - 7:30 a.m.
City Hall, 400 SW 152nd St., Ste. 300

1. CHAIR REPORT
2. RESIDENTIAL TENANT PROTECTIONS
3. UPDATE ON POTENTIAL PLASTICS BANS
4. UPDATE ON BEDP APPLICATIONS
5. OPPORTUNITY ZONE EVENT
6. UPDATE ON SIGN CODE
7. CITY COUNCIL PRESENTATION MONDAY, FEBRUARY 25, 2019
8. CITY REPORT
9. DISCOVER BURIEN REPORT
10. AROUND THE TABLE
11. ADJOURNMENT
12. REMINDER
The next meeting is Friday, March 8, 2019, 7:30 a.m.

BUSINESS AND ECONOMIC DEVELOPMENT PARTNERSHIP MEMBERS

Robyn Desimone, Chair	
Joshua Halpin, Vice Chair	Dean Anderson
Garry Crane	Pier David
Suzanne Greive	Vacant
Vacant	Vacant
Michael Prato	Nancy Scholl
Matthew Wendland	Vacant
Discover Burien, Exec. Dir.	



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**DES MOINES MEMORIAL DRIVE PRESERVATION ASSOC.
WWI LIVING ROAD OF REMEMBRANCE**

LivingRoadofRemembrance.org • P.O. Box 66482, Burien WA 98166

Proposal for a New Wall at Sunnydale Elementary School

I am Rose Clark, President of the Des Moines Memorial Drive Preservation Association. We are a non-profit carrying on the work of the restoration of Des Moines Memorial Drive envisioned in the inter-local agreement signed in 2000 among all of the cities of Highline and King County. The high point of that plan is a plaza at Sunnydale Elementary School at South 156th and Des Moines Memorial Drive.

We respectfully request from you a letter or a resolution of support that we will include in a package to be sent to Rep. Gregerson to work next session to secure the funding we need. We respectfully request your support via letter or resolution to secure the necessary funds. **We are not funds from the City of Burien.** We have been in conversation with Rep. Mia Gregerson who will work it through the Legislature for funding. We also anticipate applying for a capital grant from 4Culture.

The current granite wall at Sunnydale Elementary School does not honor all of the Washington WWI fallen. We would remedy that with a new plaza that would include a wall with all the names to meet this goal from the 2000 adopted plan on file with Burien and all Highline cities and King County. Our goal is not to replace the current granite monument, rather to enhance it. In itself this granite memorial wall is historical as it is 55 years old. It must remain in its current location. We would like to add an information board to pay tribute to the granite wall.

Our proposal is to build another memorial wall facing 156th S. a bit closer to the parking lot. This new memorial will contain all of the names of the WWI fallen. It will “wrap around” the corner moving towards the current granite wall. Built at street level the memorial wall will also act as a retaining wall for the plaza on the main level of the school property which was envisioned in the adopted 2000 plan. Picture that the school is built on a slight rise and the ground from street level rises to meet the building. The new wall will be ADA compliant since the memorial wall is at street level with the area protected from traffic by bollards along the sidewalk. An existing sidewalk will give access to the plaza from 156th S and the existing access via stairs facing Des Moines Memorial Drive will remain.

I have shown the attached plan and walked the grounds with Steve Roemer and with the Capital Facilities Director of Highline School, Rod Sheffer. Both have found no problems and think it will be a great addition to the area.

We respectfully request from you a letter or a resolution of support that we will include in a package to be sent to Rep. Gregerson to work next session on securing the funding we need.

Thank you very much for your service to our community.

Respectfully,
Rose Clark



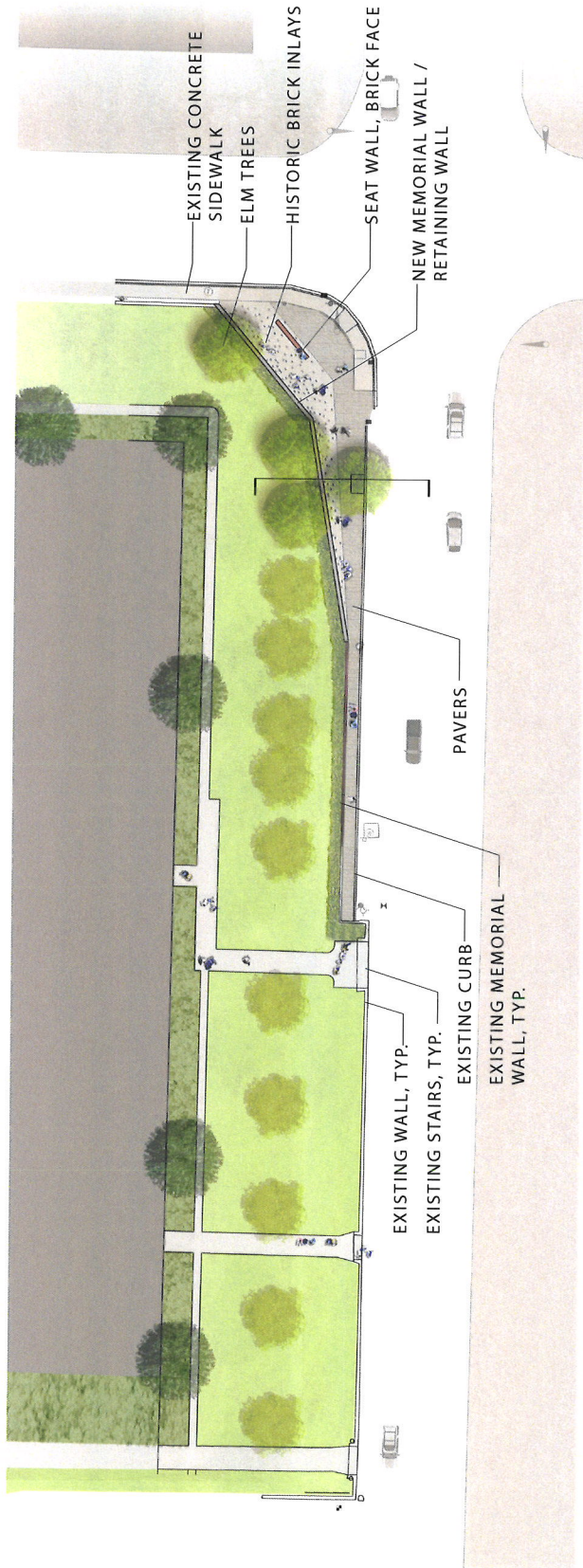
**DES MOINES MEMORIAL DRIVE PRESERVATION ASSOC.
WWI LIVING ROAD OF REMEMBRANCE**

LivingRoadofRemembrance.org • P.O. Box 66482, Burien WA 98166



MEMORIAL PLAZA AT SUNNYDALE SCHOOL





MEMORIAL PLAZA AT SUNNYDALE SCHOOL

THE INVISIBLE CRISIS: A Call to Action on Middle-Income Housing Affordability



Committed Leaders. Shared Vision. Greater Good.

Dear Residents,

Challenge Seattle—led by the CEOs of 15 companies and 2 philanthropies—is committed to improving our region for the better. We work collectively to address the region’s most pressing challenges, from education to transportation to supporting economic prosperity throughout the Cascadia Innovation Corridor from Seattle to Vancouver, B.C.

Today, one of the biggest threats to our region’s quality of life and economic future is the lack of affordable housing. The hardest hit, and most visible, are our region’s very-low and low-income residents. As a community, we have been hard at work addressing the homeless crisis and building more housing opportunities for low income individuals and families. As individual companies and philanthropies we have, over the last five years, committed hundreds of millions of dollars to these efforts. Our commitment to these families and individuals has not and will not waver.

However, another threat is less known and less understood. It is “The Invisible Crisis”—the lack of affordable housing for middle-income families and individuals. These are the people our community depends on every day: the people who educate our children, care for us when we are sick, respond to natural and man-made disasters, protect us from harm, fight fires and build our homes and cities. And they are being priced out of almost every zip code in King County.

The health and vitality of our region is at grave risk. Our traffic congestion could get even worse, economic growth stagnate, our quality of life decline. If we do not act, we will not leave the legacy we must to the next generation.

It is time for us, and the region as a whole, to take action to address The Invisible Crisis.

In our research, we spoke to cities around the world who have attempted to address their housing affordability crisis. While nobody can claim to have conquered the issue, the clear takeaway is that success is only possible with commitment and action from the public and private sectors along with support from every member of the community. While daunting, we don’t intend to shy away from the challenge. Our teachers, nurses, first responders, construction workers and others need us and our community needs them. Failure is not an option.

Significant first steps have already been taken: 1) Microsoft, a Challenge Seattle member, recently announced an unprecedented private-sector investment, and 2) Challenge Seattle has partnered with the mayors of King County’s largest cities and the King County Executive who have publicly committed to advance middle-income housing affordability in the region.

It is time for action. We will succeed only if everybody joins in. Challenge Seattle is ready to join you to ensure that our region preserves its quality of life and that we can all continue to call this place home.

Let’s get going.

Thank you.



Chris Gregoire
Chris Gregoire

EXECUTIVE SUMMARY

The high cost of housing in the greater Seattle region has reached crisis level, threatening our quality of life, economic vitality, and the future of our community. Challenge Seattle—led by the CEOs of 17 of the region’s leading businesses and philanthropies—is committed to tackling our region’s toughest issues. In this Call to Action, we raise awareness of a growing, and often invisible, aspect of the housing affordability crisis: the lack of affordable homes for middle-income residents. We lay out the problem and why it matters, and we recommend a set of public- and private-sector actions that can address the current market gap in affordable homes. Importantly, these actions must be taken together. This is a challenge that cannot be solved by a subset of stakeholders, no matter how well-intentioned. But if we can bring a spirit of partnership and the full suite of recommendations to bear, we can set an example to the rest of the world on how to tackle the Invisible Crisis of middle-income housing affordability.

THE PROBLEM

Year by year, middle-income residents are being priced out of more and more communities. In the last decade, home prices have risen nearly 60%, three times the national growth rate. Housing prices are seven times the median income in King County, and nearly 40% of middle-income households find themselves cost burdened by housing. Today, a middle-income household can no longer afford to rent, let alone buy, a home in most of the county’s zip codes.

WHY THIS MATTERS

Our community fabric is unraveling. Teachers, nurses, utility workers, police officers and others are moving out of the communities they serve, with far-ranging impacts, from longer emergency-response times to fewer hours spent after school with students. Traffic congestion is now among the worst in the nation as more and more workers can’t afford homes close to job centers.

We are at risk of losing our economic edge. Our relatively low cost of doing business and our high quality of life have helped make us a global center of innovation and allowed us to attract and retain leading businesses and talent from around the world. If we do not act, we risk our economic future.

THE SOLUTION

We must build more housing at the right price, of the right size, in the right location. In this segment of the market, however, the economics of market-rate development don’t pencil and few public financing tools are available. If we want to provide more options for middle-income households, it will take new sources of capital and land from the private sector, smart policy changes and public investments, and a community willing to embrace change and make room for new neighbors.

We lay out 15 recommendations that, if deployed in concert, can materially move the needle on housing affordability in our region. We call for new sources of below-market, patient capital and discounted land; zoning changes to increase density and encourage transit-oriented development; streamlined permitting and relaxed parking requirements; new community investment vehicles; deployment of construction technology and innovations; and more.

CALL TO ACTION

Collectively, we have the tools and capabilities to address the middle-income affordability crisis. But it will take all of us. In our research of cities around the world, we found that success requires everyone doing their part—the public sector, the private sector, and the community each have an important role to play and each must play that role.

Challenge Seattle is committed to action. We will lend our voice, data, expertise, and resources. We will encourage investment, and we will support the public-private partnership needed for success. If we all work together, we can ensure the future vitality of our region for generations to come.



1 INTRODUCTION

TABLE OF CONTENTS

05 Introduction

09 The Problem

13 Why This Matters

15 Solutions




25 Call to Action

28 Appendix

Nearly four million people call the Greater Seattle region home.¹ Whether born here or drawn here, we share a love for the region's unsurpassed natural beauty, culture of diversity and inclusion, spirit of innovation and creativity, and high quality of life. Our world-class companies, philanthropies, and universities are at the cutting edge of innovation and progress, and we are attracting talent and ideas from around the world. These attributes have made us one of the leading economies of the 21st century.

Over the last decade, our region's* economic success surpassed expectations. In King County, we added jobs at twice the national rate, and our population grew by around 300,000 people—roughly double the rate of growth of the U.S. as a whole (Figure 1).²

Figure 1: Key economic indicators (2008-17)

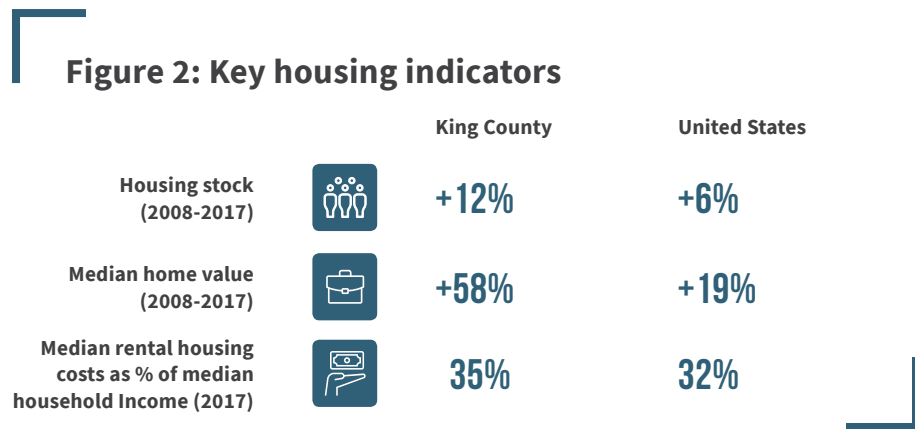
		King County	United States
Population		+16%	+7%
Jobs		+14%	+7%
Median household income		+28%	+16%

With great success, however, come challenges. Chief among them is housing affordability.

Across the entire income spectrum, renting or buying an affordable home in our region has never seemed more daunting. In the last decade, median home prices rose nearly 60%—three times the national growth rate.³ We have all seen the impacts: skyrocketing rents, bidding wars, disrupted communities, displaced families, increased commute times, and rising homelessness. Our region's quality of life—the very engine of our growth—is at risk.

* For the remainder of this paper, unless otherwise specified, "our region" refers to King County.

As a region, we did not stand idly by as housing prices climbed. Rather, we added new housing stock at twice the national rate in the last decade and even accelerated this growth in recent years (Figure 2). In 2017 alone, 24,000 units of new housing were added—more than double the average yearly growth from 2012–2016.⁴ Moreover, the pipeline of new units is robust, with similar additions estimated for 2018 and 2019.⁵ Rents and home prices are beginning to stabilize, however, much of this new development has gone toward high-priced units.



The reality is that housing prices remain out of reach for many of our region’s families. While this is most acute for our low-income and homeless community members, there is an underreported—and growing—middle-income affordability crisis.

Today, with few exceptions, a middle-income family cannot afford to buy a median-priced home in King County. Teachers cannot afford to live comfortably in the districts where they teach, and first responders are moving out of the communities they serve. Families are faced with a difficult choice: either they move farther away from their jobs, or they bear a significant financial burden to pay for housing.

The consequences of this growing crisis threaten our quality of life, our culture of inclusion, and our future economic prosperity. We must act to increase the supply of the right type of housing, at the right price, in the right location. We must leverage the investments being made in our regional transit system, and support job growth and economic development in the urban centers throughout the region.

Challenge Seattle is committed to addressing our region’s housing affordability crisis. First, it fits with who we are: we take on the issues

We have a middle-income housing affordability crisis in our region. This crisis is growing and to date has received relatively little attention. It will require the private and public sectors working side-by-side, supported by the broader community, to create change.

that are critical to our region’s success. Second, we understand that we, the private sector, must be part of the solution. As we lay out in the following pages, the solution to this crisis lies in bold partnership between the private and public sectors. Both are essential to addressing this issue. Third, we care deeply about this region—it is our home, and it is where we choose to grow our businesses and invest in our future. Ensuring that families across the income spectrum can afford to live in our community is essential to its health and vibrancy.

In this report on the middle-income housing crisis, we hope to raise awareness and lay out a course of action. We have researched best practices around the world and analyzed local housing economics. One thing has become clear—the solution will take all of us. The private sector must step up in new ways—particularly to provide low-cost capital and affordable land. The public sector must adopt smart policies and regulations that break down barriers and incent development. One will not work without the other, and both will fail without community support. The community must be willing to embrace change and support our leaders.

We are clear-eyed that this is not an easy task. As we learned from cities across the globe, no community has yet claimed victory. But if any region can do it—it is ours. We are a community of creators and innovators who have put airplanes in flight, helped to cure cancer, and invented personal computing. If we bring together our vision and collective determination, we can preserve our high quality of life and establish affordability for generations to come.

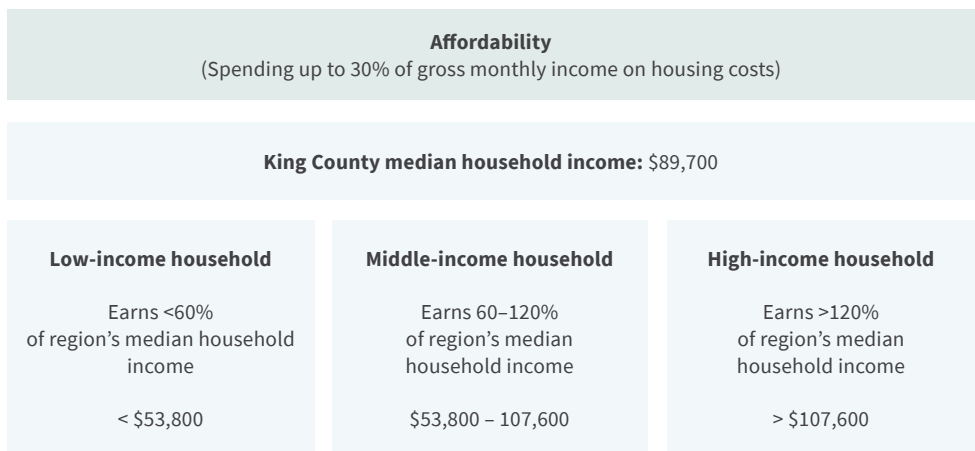
Figure 3: Definitions of key terms

Affordable housing: Housing for which the monthly housing cost is less than 30% of gross monthly income. Please see the graphic below for a more detailed breakdown of affordability levels.

Housing cost: Monthly costs of housing for a household, which includes rent and utilities for renter households, and mortgage, insurance, taxes, and utilities for owner households.

Housing cost-burdened: A household that spends more than 30% of gross monthly income on housing costs.

Region: For the purposes of this paper, refers to King County.





“

I am married with two small children under the age of five... We are both public servants and don't make a ton of money. By the end of 2018, we will fall short by several thousand dollars of meeting all of our financial obligations... so my husband is starting to look into ways to supplement our income. We dream of buying a home, but housing costs in this area are through the roof. Add the high cost of daycare for two children, the high cost of rent, and our student loan debts, and it is impossible to save any money to put towards a home, much less set aside for a rainy day.

”

—Administrator at a local community college

2 THE PROBLEM

By any reasonable estimate, Seattle and its surrounding areas are some of the most expensive housing markets in the United States. Over time, median home values have far outpaced median household income in our region, with marked acceleration in the last decade (Figure 4). Today, the median home price is nearly seven times the median household income (Figure 5). Moreover, median rental housing costs are now 35% of median household income—diverging from the national average over the past five years.

Figure 4: King County home value and gross rents over time

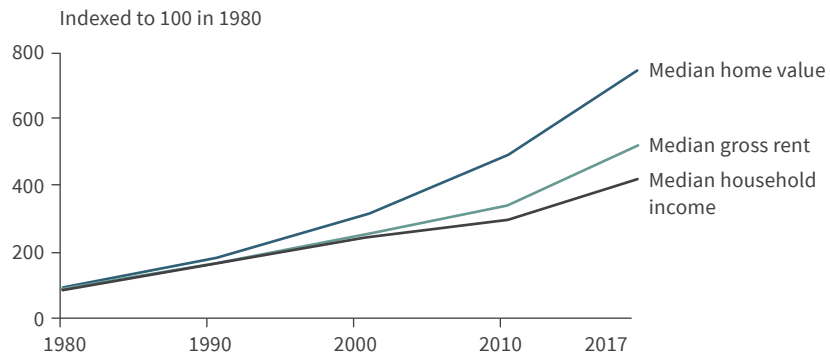
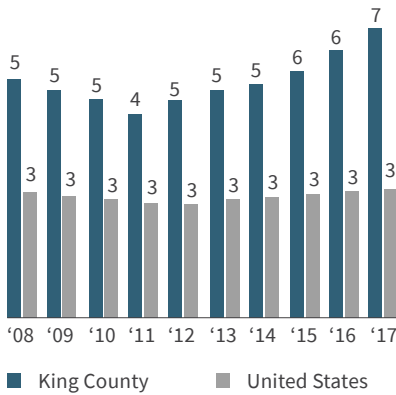


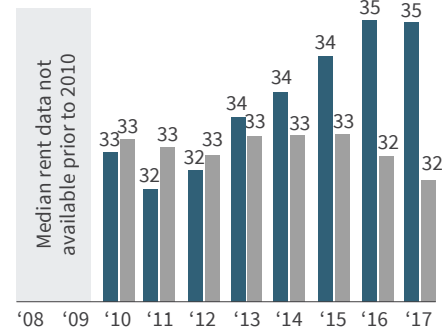
Figure 5: Housing affordability metrics over time

Ratio of median home value to median household income



Labels rounded to the nearest whole number

Median rent and utilities as percentage of median household income



“

Housing costs are having a major impact on our company’s ability to attract the talent we need. The voluntary turnover rate of first responders serving King County is nearly three times the rest of our company’s average. The recruiting team has had multiple candidates renege on job offers that had been accepted once the candidates considered the housing options they would be able to afford.

”

—Report from a local utility company



The overall affordability story has been widely publicized and is well known to all of us in the region. The part of the story that has received less attention, however, is the toll that rising housing prices are having on our middle-income families—our teachers, nurses, electricians, civil engineers, carpenters, accountants, machinists, and police—our neighbors.

In our region, nearly 40% of middle-income households find themselves cost-burdened by housing, meaning they must allocate more than 30% of their income to housing costs each month.⁶ Housing cost burden matters. Families with greater housing cost burdens must compromise on other expenses such as child care, student debt, and transportation. These families also experience greater financial instability

in the face of the unexpected, including job loss, workplace injury, or medical issues. For renters, it limits the ability to save for a down payment and the opportunity to build wealth through home ownership. The options to avoid a high housing cost burden are rapidly dwindling for middle-income families. Today, with few exceptions, residents cannot afford to purchase a home in King County (Figure 6). Vast parts of neighboring Pierce and Snohomish Counties are also out of reach. Rental rates in King County are similarly becoming unaffordable for many middle-income households (Figure 7). Projections show that even communities that are today more affordable will become out of reach in the coming years.

Figure 6: Household income required to afford to buy a median-priced home

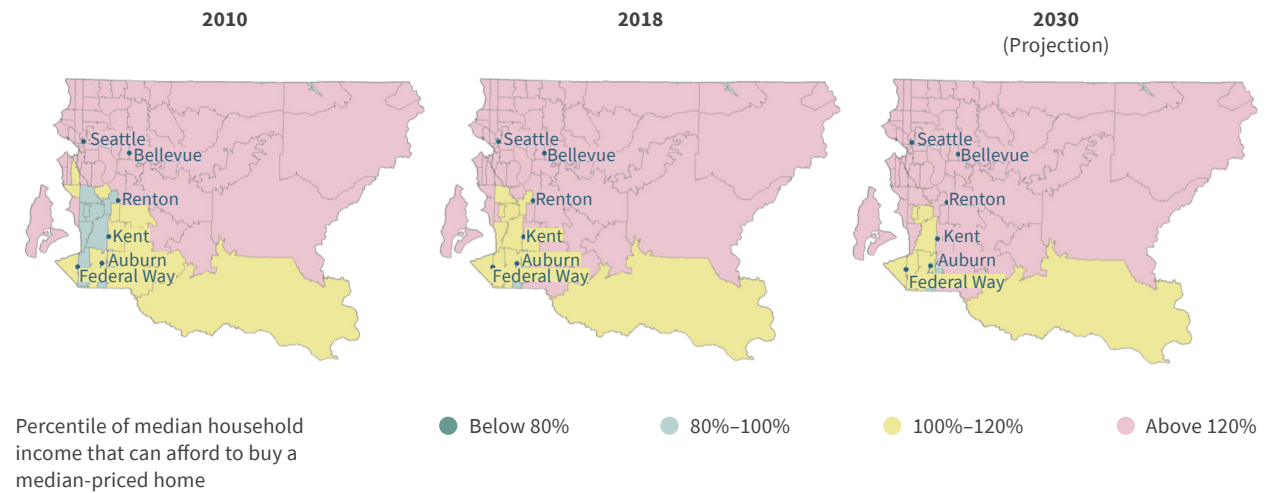
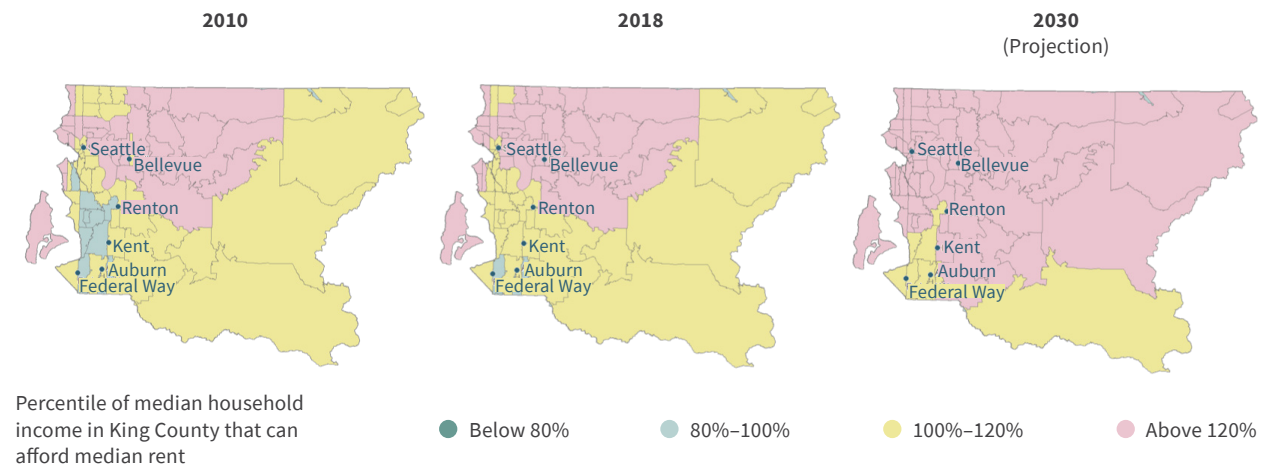


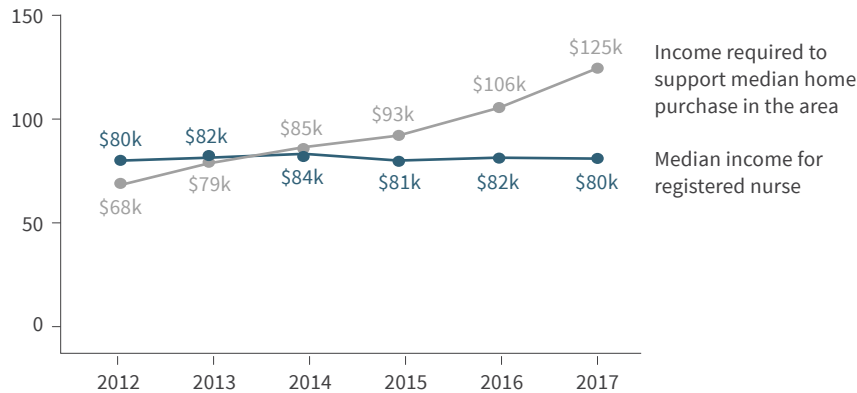
Figure 7: Household income required to afford median rent



Today, a registered nurse earning \$80,000 per year cannot afford to buy a median-priced house in the area.⁷ In fact, nurses were “priced out” of the area in 2014 (Figure 8). The trend continues to hit city after city: 2013 was the last year a nurse could afford to buy a house in Seattle; in 2017, Renton became too expensive.

Figure 8: Typical registered nurse wage vs. income needed to afford to buy a home

Annual income (\$K)



City	Year priced out
Seattle	2013
Kirkland	2013
Area median	2014
Renton	2017
Auburn	Currently affordable
Federal Way	Currently affordable
Kent	Currently affordable

Note: Registered nurses were “priced out” of Bellevue, Issaquah, Redmond, and Sammamish prior to the analysis period.

While King County added a total of 90,000 new households since 2010, only 11,000 new middle-income households were added over that time.⁸ To find affordable options, middle-income families are increasingly choosing to live farther away. While not a direct cause, the decline in affordability has coincided with an additional 150,000 King County residents commuting more than 30 minutes and an additional 40,000 residents commuting more than 60 minutes each way.⁹ These trends have consequences for congestion, commute times, and our environment.

If the trends we have summarized above continue, we foresee far-reaching negative impacts.



3 WHY THIS MATTERS



If we do not act to address the middle-income housing affordability crisis, quality of life and economic vitality in our region will be at stake. This is not a problem that impacts only middle-income families. All parts of our community will feel the effects of the crisis if we do not move swiftly.

Public education. Education is a core pillar of a healthy community and, as the training ground for our future workforce, a vital part of our economic foundation. Around the country, public education suffers in communities with extreme housing affordability challenges. School districts struggle to maintain sufficient funding and to attract and retain high-quality teachers.¹⁰ In South San Jose, California in the Bay Area, the Oak Grove School District was forced to close three elementary schools as enrollment declined precipitously for multiple years as young families found it increasingly challenging to afford housing in the area.¹¹ The shrinking student population cost the district more than \$2 million in annual funding, straining the district’s budget and forcing the closures.

The impact of unaffordable housing on the education system extends beyond school administration and resources. Teachers who must live outside the district can invest less time helping students after school, as they face long commutes home. Students pay the price when rising housing costs or rents force families to move and change schools, which can have damaging effects on academic outcomes, including on-time graduation.¹²

Community safety. In a middle-income housing crunch, many first responders such as police officers and firefighters cannot afford to live in the communities they serve. In Menlo Park, California, the fire department resorted to providing monthly stipends to help firefighters move closer to work in 2016.¹³ As the fire chief stated, “If I saw someone sleeping in a chair... it’s because they have to travel farther to get to work.”¹⁴

Similar issues are emerging in our region. We have spoken to local police chiefs who have had to move away from the cities they serve to find affordable housing. After-hours emergency utility response times are reportedly higher in some high-cost communities because workers have to travel in from more affordable outlying areas. For instance, at one regional utility, only three after-hours emergency first responders live in a particular, central service area.¹⁵

Traffic congestion. As people are forced to move farther from their jobs to find affordable housing, traffic congestion increases—wasting time, increasing pollution, and reducing quality of life. In addition to the trends reviewed in the previous section, we have seen dramatic statistics involving “mega-commuters” who commute 90 minutes or more each way. In 2017, the Seattle-Tacoma-Bellevue metro area had the 3rd fastest-growing population of mega-commuters in the nation. Our population of mega-commuters has increased more than

70% since the start of the decade (surpassed only by the Bay Area, California). By 2020, we can expect nearly 100,000 mega-commuters in our metro area if current trends hold.¹⁶

Socioeconomic diversity. A key ingredient to a healthy, vibrant community is socioeconomic diversity. Long term trends show that we are losing economic diversity as the middle-income share of the population shrinks.¹⁷ This foreshadows local economic segregation, which has been linked to lower inter-generational economic mobility.¹⁸ As middle-income households are priced out of an increasing number of zip codes in our region, concentrations of wealth and poverty will deepen.

Homelessness and low-income affordability. A shortage of affordable middle-income housing hurts households further down the income scale by increasing competition for affordable units. This “cascading effect” takes place when rent exceeds middle-income affordability, pushing middle-income renters into housing once occupied by lower-income households, who then displace even lower-income households, and so on. Renters at the lowest income level are already at risk of homelessness by even small increases in rent and the cascade pushes them past the brink. Recent research by Zillow found this correlation between homelessness and median income affordability. Specifically when median rent exceeds 32% of median income, cities see faster growth in homelessness. For example, Zillow estimates that if rent increases by 2% in Los Angeles, another 4,000 people are expected to become homeless.¹⁹

Economic growth. Our region’s economic growth in recent years was fueled in part by our relatively low cost of doing business and high quality of life compared to peer cities. This edge allowed us to attract businesses to the region and recruit and retain talent. The housing affordability crisis has significantly dulled that edge. We are now one of the most expensive regions in the country, and our high housing costs are making it hard to retain—let alone attract—talent.

Quality of life. We all call this area home via different paths, but we all choose to stay here in part because of the high quality of life and sense of an inclusive, diverse, and innovative community. Longer commutes, worsening air quality, homogenized neighborhoods, community displacement, and financial insecurity threaten the very essence of what we all love about this region.

If we do not act to provide affordable housing for low- and middle-income families, we risk losing what we hold dear about our community. We need to ask ourselves a critical question: are we willing to risk our quality of life and the future of our middle-income families? If not, then doing nothing is not an option.



4 SOLUTIONS

Then, what should we do? Communities around the world have been grappling with affordable housing challenges for decades. We spoke to leaders in cities all over the globe, including Vancouver, Sydney, London, New York, and San Francisco, to understand best practices and lessons learned. Unfortunately, no easy answers emerged.

That said, one common theme prevailed—it takes everyone: the public sector, the private sector, and the broader community working together to address the crisis. We must influence the economics of development, adopt smart policies, and as a community, change our mindset. To see how these all come together to solve the problem, we must first understand the basic dynamics of our real estate market.

Housing prices are determined by supply and demand. As discussed, our region's economic success over the last decade has fueled a population boom, dramatically increasing demand for housing. At the same time, housing supply has not kept pace, and when supply is lower than demand, prices tend to rise.

So how do we increase the supply of affordable middle-income housing? A short term strategy is to preserve affordable middle-income units (see sidebar on preservation). For long term success, we must sustainably influence the market to build enough new units to meet demand. In doing so, we must remember one unit of housing is not equal to all others. A one-bedroom apartment in an urban center close to transit is not the same as a three-bedroom, single-family home in the suburbs. Our goal is to build the right types of housing at the right price and in the right locations to serve the needs of our community.

PRESERVATION

It takes time to build new housing to add to our supply—time during which prices can continue to rise and more families could find themselves priced out. As such, the preservation of existing affordable housing must go hand-in-hand with efforts to increase housing supply.

Affordable housing preservation typically involves a non-profit entity buying existing multi-family properties which have rents that are already affordable to low-and-middle income families. The new non-profit owner then maintains the price stability of these units over time, keeping rents lower than they otherwise would be if left to the private market.

This strategy lessens the risk of displacement of existing residents, often preserves historic buildings and neighborhood character, and supports affordable housing in areas where there is less available land to build new units. Importantly, this strategy can be implemented quickly and cost effectively. Maintaining the affordability of existing housing is a valuable tool that can provide a much-needed backstop while we work to increase supply.

Currently, the economics of middle-income housing development do not pencil out. To understand why, let's look at the basic economics of a development project. There are three main cost drivers:

(1) Land. Land acquisition—whether public or private—is a sizable portion of development costs, typically accounting for 15–30% percent of overall costs.²⁰ The Seattle region has the 13th highest land values in the country out of over 200 metro areas.²¹ The availability of land is affected by zoning and density decisions, as well as the cost of preparing land for development.

(2) Financing. Developers need capital to acquire land and pay for permitting, construction, and other costs. Capital comes in two main forms—debt and equity. Debt is typically provided by banks in the form of loans, and its cost is the interest rate charged on the loan. In the case of equity, investors require a return on their capital. That return is typically realized through annual payments yielding a percentage of the investment plus a lump-sum payout when the development is sold. To attract equity, the returns must be competitive with other investment options of similar risk. In our region, equity investors are currently requiring 13–16% return on investment.²²

(3) Construction. Construction costs—labor and materials—typically account for one-half to two-thirds of the cost of a new multi-family development.²³ In Seattle, construction costs have increased by over 30% in the past decade, flowing directly to higher prices for homeowners and tenants.²⁴ High demand for labor and shortages in skilled trades have contributed to the rise in costs. Material costs have also increased nation-wide, in part due to international trade developments over the past year, with particularly acute impacts on multi-family development.^{25, 26}

In addition, regulatory requirements and fees that affect building design, permitting, and time to construction contribute to the overall cost of constructing a project and impact all of the above costs.

In our region today, we estimate that in order to cover the costs of financing, construction, and land, a developer must be able to rent a 700 square foot apartment at \$2,800 a month. Adding utilities of \$150 a month brings the total housing costs to \$2,950.²⁷ However, the median-income family in our region can afford a monthly housing cost of \$2,200, leaving a gap of \$750. A family earning 60% of median household income can afford a monthly housing cost of \$1,300, leaving a gap of nearly \$1,700.²⁸

It will take everyone: the public sector, the private sector, and the broader community working together to address the crisis.



INFLUENCING THE ECONOMICS OF DEVELOPMENT

To make the market economics of middle-income housing work, we must bend the cost curve, lowering the cost of financing, construction, and land. Lower development costs means lower housing costs for buyers and renters. Our community is already tackling the low-income affordability crisis with an impressive suite of public sector tools (see table below). Drawing inspiration from this toolkit, we propose a set of complementary tools that target middle-income housing, yet have benefits across the income spectrum.

EXAMPLES OF THE LOW-INCOME TOOLKIT, WHICH IS NOT CURRENTLY FOCUSED ON MIDDLE-INCOME

- **Low Income Housing Tax Credit:** a federal tax credit program that provides incentives for private sector investment in affordable housing developments serving families up to 80% of Area Median Income (AMI).²⁹ Since the early 1980s, more than \$3.5 billion worth of investment has gone to low-income housing projects in King County through this program.³⁰
- **Seattle Housing Levy:** Since 1981, this voter-approved levy has provided \$678 million to assist low-income families by supporting loans for construction and preservation, assistance to first-time home buyers, and rental assistance and stabilization for those at risk of homelessness.³¹
- **Washington State Housing Trust Fund:** Since 1986, this state fund has provided \$1 billion in capital statewide to develop and preserve affordable housing for low-income residents, with the majority at 30% AMI or below.³²
- **Federal HUD Programs:** The U.S. Department of Housing and Urban Development has historically had a suite of programs that provide grants and low-interest loans to help communities build low-income housing and to help low-income households access homeownership. HUD also provides “Section 8” vouchers that provide rental subsidies to very low-income families.
- **Multi-Family Tax Exemptions (MFTE):** Authorized by state law, many cities in Washington provide a property tax exemption on new multi-family buildings in exchange for setting aside a certain percent of units as income- and rent-restricted.

Non-profit organizations have long played an important role in supporting low-income housing by harnessing these and other tools.

The recommendations that follow provide actions that the public and private sector can take to begin to bend the cost curve. For the private sector, the focus should be on providing low-cost capital, land, and other investments. For the public sector, donating land and adopting smart policies and regulations will break down barriers and incent the creation of more middle-income housing. While it is difficult to model the complete impact of these recommendations, our analysis shows that we can markedly reduce development costs and therefore reduce required rents through these actions.

OUR MODEL

We consulted with local developers and real estate experts to construct a bottom-up model of the cost of building a new multifamily development in a high-cost land area of our region. The model predicts that rents required to cover costs must be roughly \$2,800 per month, plus \$150 in utilities. We subsequently modeled the potential cost savings of a number of our recommendations that directly influence the micro-economics of a development project. Please note that, due to the dynamic interactions modeled between various actions, the total dollar impact does not equal the summed impacts of each individual action.

Figure 9: Actions we can take to reduce costs and increase supply

Action	Illustrative rent reduction/month Original rent: \$2,800 + \$150 utilities	
Land	Contribute desirable land, ideally near transit	\$100–300
	Change zoning to increase density	Primary impact to increase supply
	Encourage transit-oriented development	Long term opportunity
	Support job growth near affordable housing supply and transit corridors	Long term opportunity
Financing	Provide below-market loans	\$200–300
	Provide patient, below-market equity	\$100–200
	Extend housing tax incentives to middle-income	\$200
	Provide short term, early-stage loans	Primary impact to increase supply
	Create community investment opportunities	Long term opportunity
Encourage private investment through consistent & transparent policy decisions	Primary impact to increase supply	
Construction	Reduce requirements for expensive-to-build parking in transit corridors	\$100–300
	Reduce impact and other development-related fees	\$100
	Streamline and accelerate the permitting process	Primary impact to increase supply
	Reform condominium liability laws	Primary impact to increase supply
	Support construction innovation and technology advances	Long term opportunity
New rent for example apartment:		Approximately \$1,700–\$2,100 plus \$150 utilities

Note: Due to dynamic interaction of levers in our model, impact of full implementation is not equal to the sum of the individual levers' impact

LAND

(1) Contribute desirable land, ideally near transit | \$100–300 reduction in monthly rent

Discounting the cost of land—or even donating land—is one significant way that both public and private sector landowners can increase the supply of middle-income housing. As mentioned, land typically accounts for 15–30% of the total cost of a housing development.³³ With Washington State ranking fifth for the highest land values in the U.S., land costs are a major reason the market is not supplying middle-income housing.³⁴ Policy makers should ensure that local and state laws allow jurisdictions to discount or donate land for middle-income housing development.

In addition to discounting the price, landowners can lower the costs of a project through other means. For example, entities that would like to retain ownership over currently under-utilized land parcels can offer long-term leases at below-market rates. Additionally, landowners can invest land as equity in a project, patiently accepting longer-term returns over the life of the project and reducing upfront costs. In our model, offering land at 50–75% of market value could reduce monthly rent by \$100–300 per unit.

(2) Change zoning to increase density | Primary impact to increase supply

Increasing housing density is fundamental to addressing the housing affordability crisis. We have a fixed amount of land in our cities. We cannot house more families unless we increase the number of housing units that can be built on a given parcel of land.

Cities around the world are recognizing that prioritizing single-family zoning is no longer working. Vancouver, B.C. voted to rezone 99% of single-family lots to allow higher density duplexes.³⁵ Minneapolis recently eliminated all single-family home zoning to allow duplexes and triplexes in neighborhoods citywide.³⁶

In Seattle, 75% of residential land is zoned as single-family.³⁷ By comparison, single-family houses occupy less than 40% of residential land plots in Chicago, Brooklyn, and Boston.³⁸ As a community, we must take a hard look at the percentage of land we dedicate to single-family zoning—particularly near transit—and be willing to increase density.

In addition, relaxing height restrictions to allow for building more floors, reducing minimum property size requirements to allow properties to be sub-divided, and allowing for cottage housing and accessory dwelling units (ADUs) can all increase the social value that each parcel of land provides in housing our region's residents.



(3) Encourage transit-oriented development | Long term opportunity

Given the already-formidable commute times for drivers and the limited land availability in existing job centers, the development of housing near public transit is becoming increasingly important. This means building new housing in existing transit corridors as well as responding to planned transit expansions that will connect job centers to new areas.

Sound Transit’s ST3 expansion plan will add over 60 miles of new light rail, expand rapid transit and express bus service, and increase the service area of the Sounder rail line.³⁹ To fully realize the benefits of this major investment in public transit, the expansion must be met with new affordable housing development throughout the future footprint of our public transit system. Strategies such as Sound Transit’s policy to offer 80% of surplus property to affordable housing projects can encourage the transit-oriented development that our region needs.⁴⁰ However, this program currently targets only up to 80% of an area’s median income. We should expand it to include a broader set of middle-income households.

(4) Support job growth near affordable housing supply and transit corridors | Long term opportunity

Where people live, where they work, and how they move between the two is a dynamic system. While we typically focus on where to put housing, the location of jobs matters as well. Both public and private sector employers should evaluate how they can provide workspaces in areas with easy access to sufficient affordable housing and transit.

FINANCING

(1) Provide below-market loans | \$200–300 reduction in monthly rent

Loans typically make up 65–75% of the funding for a housing development, but most available loans are at prevailing market rates. Lenders willing to offer loans at lower rates can reduce the cost of monthly interest payments, consequently lowering the rent needed to recoup costs. Impact-oriented investors, banks, non-profits, and a variety of other institutions have the power to provide below-market loans. In our model, reducing interest rates on loans by 1–2% from the current market rates of roughly 5% can decrease rents by \$200–300 per month.

Lenders have additional levers that could reduce financing costs on middle-income housing projects. For example, extending the term—or time over which the loan is repaid—can reduce monthly interest payments. Additionally, providing low-cost subordinate debt—debt that is repaid after senior bank loans are repaid—provides much needed capital and allows projects to access more favorable terms on their primary debt.





Example: In Denver, a public-private partnership created the Regional Transit-Oriented Development Fund, which offers a pool of \$24 million in low-interest rate loans to finance property development for affordable housing projects.⁴¹ As a result of this partnership, over 1,300 affordable homes have been created.⁴²

(2) Provide patient, below-market equity | \$100–200 reduction in monthly rent

Equity typically makes up 25–35% of funding for housing developments.⁴³ Equity investors expect to earn a return when they sell the property, but also expect an annual dividend, or cash yield, on their investment. Typically the annual cash yield is 6–9% of their total investment, and is an important driver of housing costs.

Impact investors, such as private-sector companies, institutions, or individuals, can support middle-income housing development. By offering patient equity investments, they can lower costs by extending “patient” equity investments, which lower costs by extending the time horizon before returns are realized. Additionally, some equity investors are willing to define “return” holistically to include social impact, as well as financial returns. These investors may be willing to accept below-market rate financial returns. In our model reducing annual cash yields by 1–2%, from our example rate of 7.5%, could reduce monthly rent by \$100–200 per unit.

Example: The Healthy Neighborhoods Equity Fund is a private equity fund that provides patient equity and loans to development projects that combine community impact with financial returns. This fund focuses on development projects that improve community health outcomes with a goal of creating over 550 housing units close to local transit in the Greater Boston area.^{44,45}

(3) Extend housing tax incentives to middle-income | \$200 reduction in monthly rent

As discussed, several local, state, and national programs provide financial support and incentives for low-income housing projects. Increasing the scope of programs to include eligibility for middle-income housing projects would boost supply. Extending the timeframe associated with tax incentives can keep units affordable for longer.

For example, jurisdictions should explore expanding and extending existing property tax exemption programs with a proven track record for spurring low-income development. In our model, if owners receive a 50% property tax exemption on affordable middle-income multifamily development projects, monthly rents could be reduced by \$200 per unit.

Example: The Low Income Housing Tax Credit (LIHTC) has been an effective mechanism for encouraging

affordable low-income housing development for families earning less than 60% of the area median income. In 2018, Congress finalized a federal spending bill that expanded the LIHTC to now serve some middle-income households, specifically those earning up to 80% of the median income in their areas.⁴⁶

(4) Provide short term, early-stage loans | Primary impact to increase supply

Development projects proceed in phases and require financing at each step in their lifecycle. One of the riskiest stages, and therefore one of the hardest for which to obtain financing, is the period prior to construction. This is when design, permitting, environmental reviews and other time-consuming, non-revenue-generating activities take place. Lenders willing to increase the supply of short term loans at reasonable rates can help spur developments that otherwise could not have gotten off the ground.

Example: The Housing Trust of Silicon Valley’s TECH Fund provides short term, early-stage loans to projects that might not otherwise receive them. These loans ensure affordable housing projects have the capital and agility to compete with higher cost developments.⁴⁷ Overall, the TECH Fund has helped to create and preserve over 1,400 affordable housing units since its launch in 2017.⁴⁸

(5) Create community investment opportunities | Long term opportunity

The lack of affordable housing impacts all of us. Many individuals and organizations are willing to join the ranks of impact investors, but they are often uncertain how they can participate. Our region should explore creating innovative investment products that allow non-traditional real estate investors—including local residents—to provide funding in exchange for modest financial returns and high social impact. Additionally, the federal Opportunity Zone program may offer additional avenues to incent investment in affordable housing development in certain parts of our region. By exploring new investment opportunities, we can leverage the financial power of all parts of our community.

(6) Encourage private investment through consistent and transparent policy decisions | Primary impact to increase supply

When making financial investments, investors consider not only returns, but also the risk associated with those returns. There are many sources of risk. For instance, the housing market might enter into a downturn when it is time to sell a project, or a natural disaster might destroy the existing supply of lumber. Some risks are more within our control as a region; importantly, we can lower the “regulatory risk” associated with a changing policy environment.

If we want to encourage lenders and investors to provide low-cost capital, policy makers must reduce regulatory risk by providing transparency into decision-making and consistency over time in the rules and regulations that govern a given development project. For example, mid-stream changes in rent restrictions or income eligibility requirements that apply to existing projects can significantly alter investors’ returns, potentially resulting in a loss. If investors worry about future policy changes jeopardizing their expected returns, they will not invest and the market for low-cost capital will dry up. As such, our region must create a transparent, predictable policy environment that allows investors to confidently invest.



CONSTRUCTION

(1) Reduce requirements for expensive-to-build parking in transit corridors | \$100–300 reduction in monthly rent

In our region, underground parking construction costs up to \$50,000 per parking spot.⁴⁹ Local city policies govern parking requirements for new housing developments, which add to construction costs and ultimately rent. Some cities even require more than one parking spot per housing unit.⁵⁰

With a regional investment of \$50 billion to build out our transit infrastructure and a future of shared and autonomous vehicles on the horizon, it is worth revisiting how many parking spots are really needed per unit, particularly in developments near transit. In our model, if cities relax requirements from 1.2 to 0.6–0.9 parking stalls per unit, monthly rent could be reduced by \$100–300 per unit.

(2) Reduce impact and other development-related fees | \$100 reduction in monthly rent

Impact fees are one-time local city charges used to fund infrastructure expansion. Today, impact fees can total up to \$25,000 per unit in our region.⁵¹ Cities can make a major dent in the cost curve by reducing, restructuring, or waiving impact and other development fees on some middle-income housing projects. In our model, this could reduce monthly rent of targeted projects by \$100 per unit.

(3) Streamline and accelerate the permitting process | Primary impact to increase supply

In the life of a middle-income housing project, time is money and certainty is gold. Housing projects must gain numerous permits and approvals on everything from design to environmental impact. Currently, however, permitting timelines are variable, processes and forms change between localities, and duplicative information must be provided to multiple agencies—all of which create uncertainty and take time. To address this, King County cities could develop predictable, uniform approval processes that achieve necessary assessments through a more streamlined approach. Cities can also fast-track projects that meet certain criteria.

(4) Reform condominium liability laws | Primary impact to increase supply

Condos are an attractive housing type for sustaining our region’s growth. They allow for home ownership—protecting residents against displacement and enabling families to build wealth—while making better use of scarce land in high-density areas. Condos also regularly serve as homes for younger residents, empty-nesters, and retirees.

The Washington State Condominium Act, initially passed in 1990 to protect condo buyers from shoddy workmanship, has created a 10-year implied warranty for construction. This has unintentionally resulted in high insurance costs to cover the liability, and increased the financing needed to build and operate condo

buildings.⁵² As a result, condo development in Washington State has slowed with the exception of luxury buildings.⁵³ Reforming the Act to ensure that condo buyers are protected while eliminating unreasonable liability requirements could allow more affordable condo projects to become viable.

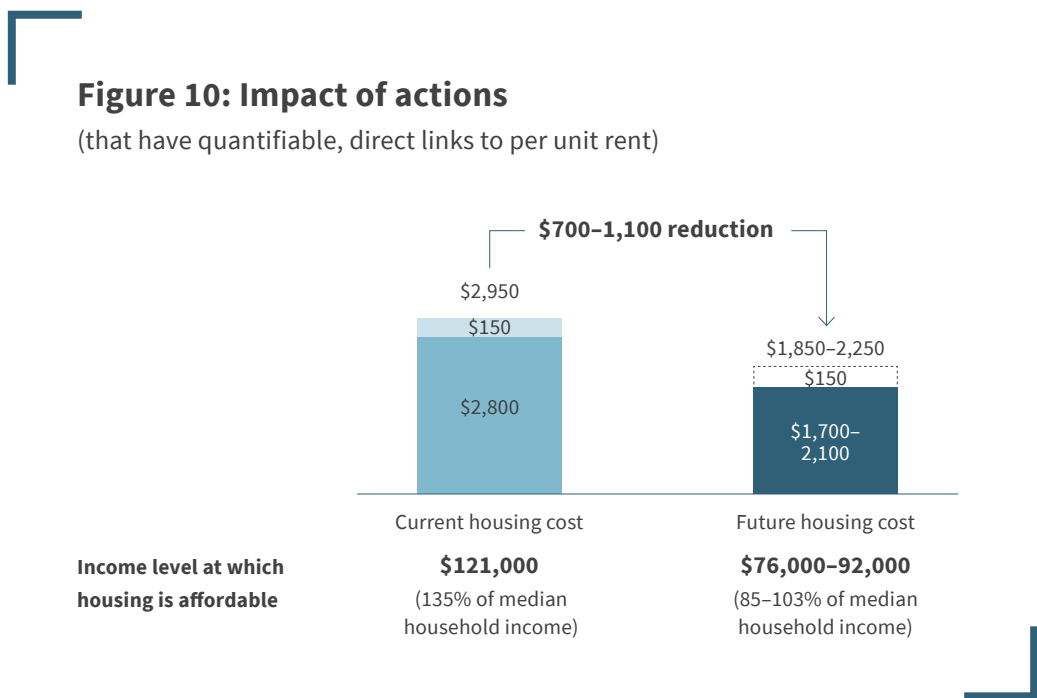
(5) Support construction innovation and technology advances | Long term opportunity

Construction accounts for more than half of the cost of most development projects, offering an opportunity to harness the power of technology and innovation to save money. For example, new products such as new mass timber products are emerging as a potentially cost-effective alternative to steel for mid-rise and even high-rise developments. Production of these products also results in fewer greenhouse gas emissions compared to steel production.⁵⁴

Prefabrication offers another potential strategy to reduce costs, through a combination of off-site production and on-site assembly.⁵⁵ We must ensure that our local building codes and regulations safely facilitate these opportunities to reduce development costs.

IT ADDS UP

We quantified the dollar impacts of a subset of these actions and found they could reduce a unit’s monthly rental price by \$700-1,100 (Figure 10). Acting on the entire set of recommendations will have an even greater impact on supply, speed-to-market, and sustainable growth. Everyone—the public sector, the private sector, and the community—can play a significant role in bringing these recommendations to life.



5 CALL TO ACTION

FIRST STEPS HAVE BEEN TAKEN

Microsoft has made a historic and unprecedented commitment of \$500 million to address the housing affordability crisis. The commitment includes the first substantial investment focused on middle-income housing in our region—\$225 million in low-cost capital.

Nine mayors from some of King County’s largest cities have committed to advancing housing affordability in the region by exploring this paper’s recommended public sector actions.

We recognize that achieving the full scope of our recommendations will not be easy. Affordable housing is a complex and multi-faceted issue, and the magnitude of the crisis we face is daunting. It will require us to take risks and to try things that have never been done here before.

And most importantly—as we have stated throughout this report—it will take everyone. We need new sources of capital and land from the private sector, smart policy changes and public investments, and a community willing to embrace change and make room for new neighbors. First steps have already been taken (see sidebar).

Collectively, we have the tools and capabilities we need to succeed. And in this region, we have a history of tackling big problems with bold, innovative thinking and action.

If we succeed, we will not only safeguard affordability for our own communities for generations to come, but also establish a new benchmark for what can be done on housing affordability for other fast-growing regions across the globe.

Imagine what the future could hold. If we work together, we can:

- Ensure **households across the income spectrum** can afford to live in the communities they serve
- Reduce the cascade effect of unaffordable middle-income housing and **stem the rising tide of homelessness**
- Retain and attract the talent we need to **fuel our economy**
- **Reduce commute times** and improve air quality
- Preserve access to our **beautiful, natural environment**
- **Protect our culture** of inclusivity, creativity, and innovation

As the leaders of 17 of our region’s largest businesses and philanthropies, we commit as Challenge Seattle to rise to the occasion. We will lend our voice, our data, our expertise, and our resources to the effort. We will nurture the public-private partnerships needed for success and support smart policies and effective programs. We will encourage investments of all kinds from all corners of our community that can advance the cause.

If we all work together, the future we imagine is within our reach.

We invite you to join us.



ACKNOWLEDGMENTS



Special thanks to Boston Consulting Group for their insights and contributions to this work. We are particularly grateful to Microsoft Corporation for their partnership in this effort and Zillow Group for generously sharing their data and research.

Challenge Seattle is immensely grateful for the contributions of the following experts and organizations, who have provided valuable insights that informed this work. We have made a genuine effort to incorporate their thoughtful inputs, but final responsibility for this paper and its analysis and recommendations rests with us.

- Challenge Seattle’s 17 member organizations
- David Hoffman
- Dow Constantine, King County Executive
- Enterprise Community Partners
- Homesight
- Housing Trust Silicon Valley
- Kate Joncas
- King County Housing Authority
- Mayor Christie Malchow, City of Sammamish
- Mayor Dana Ralph, City of Kent
- Mayor Denis Law, City of Renton
- Mayor Jenny Durkan, City of Seattle
- Mayor Jim Ferrell, City of Federal Way
- Mayor John Chelminiak, City of Bellevue
- Mayor John Marchione, City of Redmond
- Mayor Mary Lou Pauly, City of Issaquah
- Mayor Nancy Backus, City of Auburn
- Mayor Penny Sweet, City of Kirkland
- Peter Orser
- Seattle Foundation
- Security Properties
- Sound Cities Association
- Sound Transit
- Spectrum Development Solutions
- University of Washington
- Vulcan Real Estate
- Wright Runstad & Company

APPENDIX A

LOCAL MAYORS' STATEMENT

We are some of the largest city mayors in King County representing communities outside Seattle and we believe that healthy, vibrant communities are ones that offer affordable housing options for families and individuals all along the income spectrum.

In recent years, the speed of economic and population growth in our region has outpaced the growth in housing supply, creating a shortage of affordable housing-pricing out too many households and threatening the fabric of our community.

We will continue our work to address homelessness and low-income housing and we will also work to address the growing crisis of the lack of affordability of middle-income housing in the area.

Too many of our teachers can no longer afford to live near the schools where they teach. Too many nurses, teachers, police and other first responders are moving out of the communities they serve to find homes they can reasonably afford. Homelessness continues to rise, and our local workforce is commuting from farther and farther away- worsening congestion and eroding our sense of community.

To address this problem, we intend to do our part to break down barriers and provide incentives to substantially increase the supply of quality housing for all households in our community.

We will consider opportunities to advance housing affordability in the region, including but not limited to:

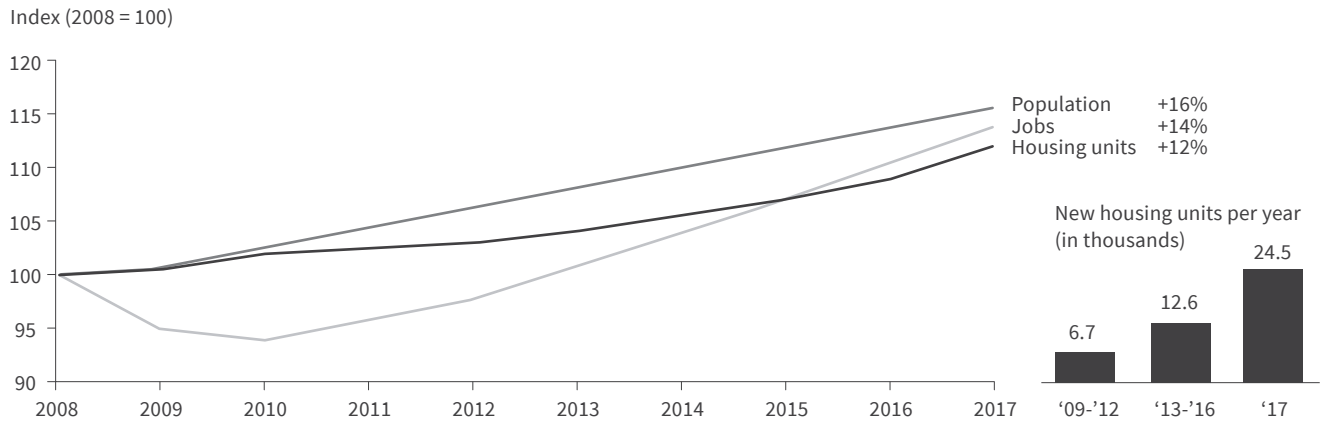
1. Making available at no cost, at deep discount, or for long-term lease, under-utilized publicly-owned properties,
2. Updating zoning and land use regulations to increase density near current and planned public transit,
3. Reducing or waiving parking requirements in transit corridors to help reduce overall development costs,
4. Reducing or waiving impact and other development-related fees,
5. Streamlining and accelerating the permitting process for low- and middle-income housing projects to improve developer certainty,
6. Providing tax exemptions and credits to incent low- and middle-income housing development, and
7. Updating building codes to promote more housing growth and innovative, low cost development.

We believe that these efforts, combined with the support of the greater community, will make our region more affordable for all households and will advance quality of life throughout the region.

APPENDIX B

ADDITIONAL FIGURES

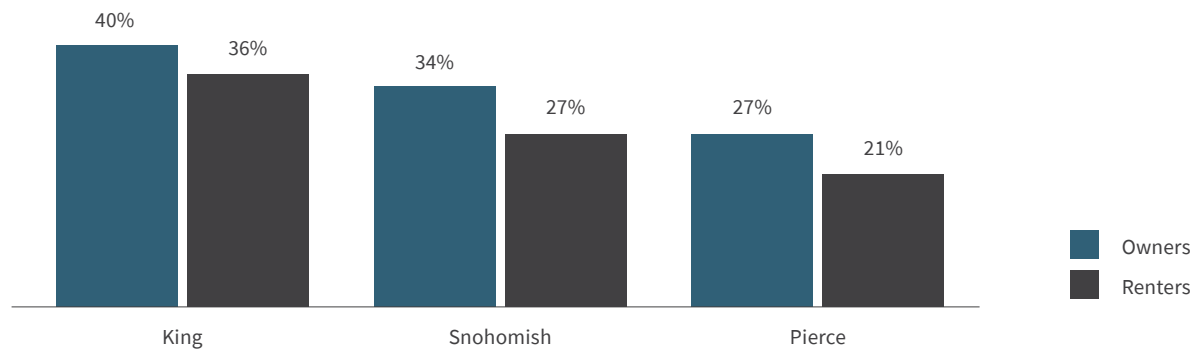
King County demographic, employment and housing trends



Source: US Census via American Community Survey, retrieved from American FactFinder on 1/2/2019
Bureau of Labor Statistics

Percent of middle-income households that are cost-burdened

Note: Based on Census data household income band of \$50-100k per year, 2017



Source: US Census via American Community Survey, retrieved from American FactFinder on 1/2/2019

APPENDIX C

DETAILED HOUSING MODEL ASSUMPTIONS

The housing development model cited in this paper used the following assumptions to calculate monthly rent per unit before enacting any of the recommended actions to reduce cost.

Overall assumptions

- Number of units: 150
- Square feet per unit: 667
- Pre-construction timeline (months): 24
- Construction timeline (months): 24
- Sale timeline (years): 7

Development assumptions

- Total cost to build: \$58M
- Developer fee: \$1M
- Financing cost: \$3M
- Construction cost: \$24M
- Parking construction cost: \$9M
- Construction sales tax: \$3M
- Land cost: \$10M
- Initial feasibility cost: \$1M
- Other costs: \$6M

Equity capital assumptions

- Equity portion of capital: 35%
- Equity total: \$20M
- Equity IRR: 14%
- Preferred annual return: 7.5%

Debt capital assumptions

- Debt portion of capital: 65%
- Construction loan: \$37M
- Construction loan rate: 4.5%
- Permanent loan: \$38M
- Permanent loan rate: 5%



APPENDIX D



REFERENCE SOURCES

Affordable Housing Advisory Board of Washington State
Bureau of Labor Statistics
Curbed
Data Smart City Solutions
Education Week
Enterprise Community Partners
Lincoln Institute of Land Policy
Neighborly
New York Times
Puget Sound Regional Council
Seattle City Government
Seattle Times
Seattle's Housing Affordability and Livability Agenda (HALA)
Sightline
Sound Transit
Turner Center for Housing Innovation, UC Berkeley
Urban Institute
U.S. Census Bureau; American Community Survey
Washington State Department of Transportation
Zillow

ENDNOTES

FIGURES SOURCES AND NOTES

Figure 1: U.S. Census Bureau, American Community Survey; Bureau of Labor Statistics

Figure 2: U.S. Census Bureau, American Community Survey; Zillow.com/research/data

Figure 3: U.S. Census Bureau, American Community Survey

Figure 4: Note: Median home value and gross rent use U.S. Census Bureau reported data rather than Zillow data, due to historical data availability. Slight differences exist in reported figures.
Source: U.S. Census Bureau, American Community Survey

Figure 5: Note: Affordability ratio calculated by taking rent (plus utilities) as a percent of median household income, home value divided by median household income
Source: U.S. Census Bureau; American Community Survey; Zillow.com/research/data

Figure 6: Note: Affordable payment assumes household avoids being housing cost burdened by spending less than 30% of monthly income on housing. Mortgage assumptions: 30-year fixed mortgage, 14% down payment, average interest rate in 2010 & 2018, including PMI, 1.06% property tax, \$900 home insurance and \$150 per month in utilities. Broader region median household income used for analysis, calculated as a population weighted average of King, Pierce, and Snohomish counties.
Source: U.S. Census Bureau; American Community Survey; Zillow.com/research/data

Figure 7: Note: Affordable payment assumes household avoids being housing cost burdened by spending less than 30% of monthly income on rent plus utilities. Broader region median household income used for analysis, calculated as a population weighted average of King, Pierce, and Snohomish counties.
Source: U.S. Census Bureau; American Community Survey; Zillow.com/research/data

Figure 8: Note: Registered Nurse is example of typical middle-income job in region (other examples include: firefighter, police officer, teacher). Analysis area is comprised of Auburn, Bellevue, Federal Way, Issaquah, Kent, Kirkland, Redmond, Renton, Seattle, and Sammamish.
Source: Analysis performed by Microsoft Data Analytics team; news.microsoft.com/affordable-housing



ENDNOTES

- 1 Population of King, Pierce, and Snohomish counties; U.S. Census Bureau, American Community Survey
- 2 Bureau of Labor Statistics, Quarterly Census of Employment and Wages; U.S. Census Bureau, American Community Survey
- 3 Zillow, <https://www.zillow.com/research/data/>
- 4 Throughout this report, numbers may be rounded to the nearest hundred or thousand, for ease of reading; U.S. Census Bureau, American Community Survey
- 5 <https://seattle.curbed.com/2018/1/26/16938894/seattle-area-residential-construction-2017>
- 6 U.S. Census Bureau, American Community Survey; Zillow
- 7 Cities included in this analysis are Auburn, Bellevue, Federal Way, Issaquah, Kent, Kirkland, Redmond, Renton, Sammamish, and Seattle
- 8 U.S. Census Bureau, American Community Survey
- 9 U.S. Census Bureau, American Community Survey
- 10 <https://www.mercurynews.com/2017/03/06/to-attract-teachers-pricey-bay-area-school-districts-are-becoming-their-landlords/>
- 11 <https://www.mercurynews.com/2018/02/02/south-san-jose-school-district-decides-to-close-three-schools/>
- 12 <https://www.edweek.org/ew/issues/student-mobility/index.html>
- 13 <http://amp.timeinc.net/fortune/2016/03/28/silicon-valley-housing-crisis-firefighters>
- 14 <http://amp.timeinc.net/fortune/2016/03/28/silicon-valley-housing-crisis-firefighters>
- 15 Input from a senior executive at a local utility company; the area consists of Renton, Bellevue, Kirkland, Mercer Island and Newcastle
- 16 <https://www.seattletimes.com/seattle-news/data/seattles-mega-commuters-we-are-spending-more-time-than-ever-traveling-to-work/>
- 17 <https://www.seattletimes.com/business/economy/the-incredible-shrinking-middle-class/>
- 18 <https://www.pewtrusts.org/en/research-and-analysis/reports/0001/01/01/mobility-and-the-metropolis>
- 19 <https://www.zillow.com/research/homelessness-rent-affordability-22247/>
- 20 Expert interviews
- 21 https://www.mitpressjournals.org/doi/suppl/10.1162/REST_a_00710/suppl_file/REST_a_00710-esupp.pdf
- 22 Return is composed of a commonly used preferred annual return, and the larger payout when a building is sold; Expert interviews
- 23 Expert interview
- 24 <https://www.mortenson.com/~media/files/pdfs/cost%20index%20report%20-%20seattle%20-%20q3%202018.ashx>
- 25 <https://www.seattlepi.com/business/article/Under-building-boom-construction-trades-face-12161836.php>
- 26 <http://www.globaltrademag.com/global-trade-daily/trumps-tariffs-how-will-us-construction-fare>
- 27 See “our model” sidebar for more details
- 28 Housing for which the monthly rent is less than 30% of gross monthly income. In this case 60-120% of King County median household income is \$53,800 - \$107,600 resulting in a rent of \$1,300 - \$2,700.
- 29 Area Median Income (AMI) is the typical metric that housing affordability programs use to measure median income; it is a series of dollar figures published regionally, which vary based on household size
- 30 <http://www.wshfc.org/admin/2017impactreport.pdf>
- 31 <http://www.seattle.gov/housing/levy/#seattlehousinglevyhistory>
- 32 <https://www.commerce.wa.gov/building-infrastructure/housing/housing-trust-fund/>
- 33 Expert interviews
- 34 <https://datatoolkits.lincolnst.edu/subcenters/land-values/land-prices-by-state.asp>
- 35 <https://www.cbc.ca/news/canada/british-columbia/city-council-approves-rezoning-major-parts-of-vancouver-to-allow-duplexes-1.4830973>
- 36 <https://www.nytimes.com/2018/12/13/us/minneapolis-single-family-zoning.html>
- 37 <https://www.seattletimes.com/business/real-estate/city-report-widespread-single-family-zoning-is-damaging-seattle-and-needs-changing/>
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43 Expert interviews

44 <http://www.hnefund.org/>

45 <https://www.clf.org/making-an-impact/healthy-neighborhoods-equity-fund/>

46 <https://chpc.net/spending-bill-increases-lihtc-and-affordable-housing-funding-for-fy2018/>

47 <https://housingtrustsv.org/tech-fund/>

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49 Expert interviews

50 <http://www.redmond.gov/cms/one.aspx?objectId=3466>

51 Expert interviews

52 <https://www.kiro7.com/news/investigates/law-meant-to-protect-wash-homeowners-instead-pushing-up-condo-prices/265540875>

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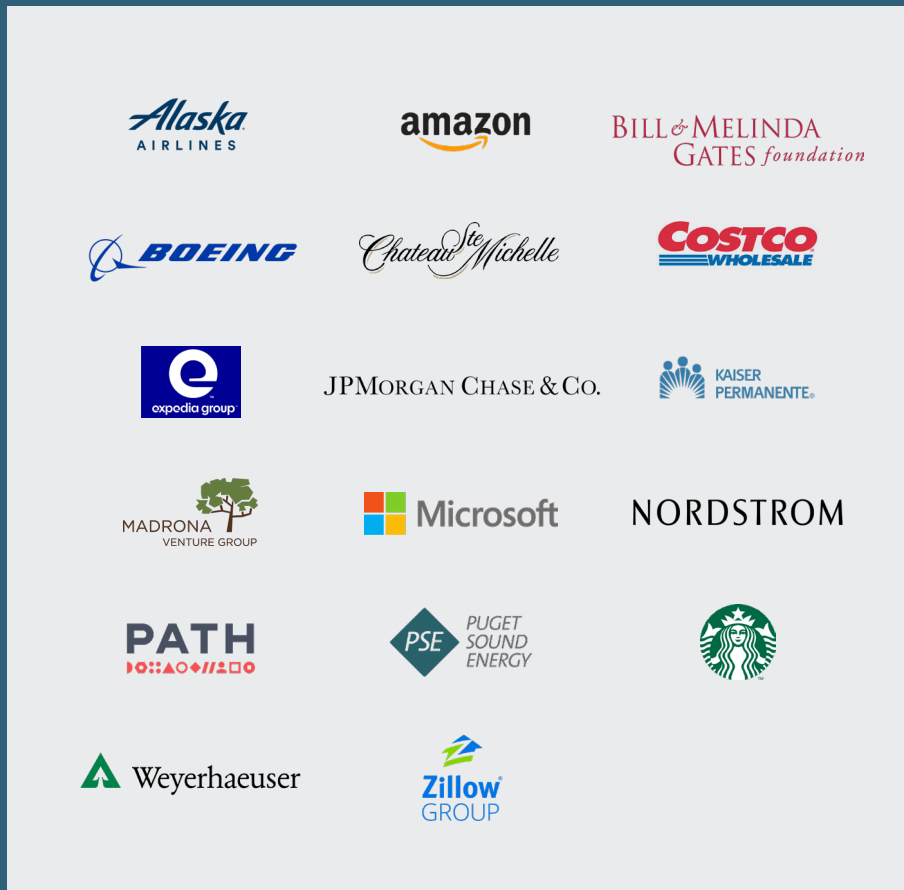
55 <https://terncenter.berkeley.edu/blog/offsite-construction>



Photo credit: Spectrum Development Solutions

ABOUT CHALLENGE SEATTLE

Challenge Seattle is an alliance of CEOs from 17 of the region's largest employers. Together, we are taking on the challenge of ensuring the greater Seattle area continues to thrive as one of the most vibrant, innovative, and globally competitive regions in the world. Led by former Washington State Governor Christine Gregoire, Challenge Seattle harnesses the committed leadership, unique resources, and innovative talent of its member companies to find innovative solutions and inspire collective action for the greater good.



Committed Leaders. Shared Vision. Greater Good.



City of Des Moines

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DES MOINES, WASHINGTON 98198-6398
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January 25, 2019

Port of Seattle Commission
PO Box 1209
Seattle WA 98111

Dear Port of Seattle Commission:

The following is recommended by our city Aviation Advisory Committee and by approved motion of the Des Moines City Council. The City of Des Moines, perhaps more than any other local jurisdiction, experiences disproportionate impacts from Sea-Tac International Airport operations as a function of our proximity to the Airport. We have long been a staunch advocate for mitigation and have availed ourselves of any opportunity to advocate for a lessening of this disproportionate relationship that negatively impacts our residents and businesses.

In May of 2017, Mayor Pina made public comments to the POS Commission during a joint meeting with Federal Aviation Administration senior officials. The tenor of those comments are more critical as each day passes and operations at Sea-Tac continue to increase. Mayor Pina expressed concern with the implementation of NextGen by the FAA and Airport and the impact of operational changes that exacerbate impacts from overflights. He addressed concerns regarding the Sustainable Airport Master Plan (SAMP) and airport reconfiguration to continue to accommodate significant growth at the Airport.

The City submitted comments on the scoping process of the SAMP in a letter to Mr. Steve Rybolt, dated September 27, 2018. The letter emphasizes our concerns that "environmental review of projected growth does not consider impacts of growth to date," based on the significant increase in growth of operations, cargo and passenger traffic since 2012. We have also joined with the cities of Burien, SeaTac, and Normandy Park to engage national consultants with our SEPA officials to review the environmental process of the SAMP.

The Waterland City

Des Moines is participating in the Ultra Fine Particle study being conducted by the University of Washington funded by the Washington State Legislature. The City is providing funding and direct participation with the State Budget Proviso in conjunction with our partner cities of Burien, SeaTac, Normandy Park, Tukwila and Federal Way that is administered by the Washington State Department of Commerce to establish a baseline impact analysis of Sea-Tac Airport operations. The City participates on the Airport StART Committee. All of these efforts are undertaken to provide relief for our residents and businesses.

Today, we want to reaffirm our commitment to leave no stone unturned to secure relief for our City from noise and health impacts associated with Airport operations. The City of Burien has approved a set of resolutions that address Airport growth and operations and that state,

In the interest of human health and safety and wise expenditure of public resources, that the Port of Seattle delay any build-out or launch of additional infrastructure at Sea-Tac, specifically as identified in the SAMP until such time as the PSRC and Department of Commerce studies are completed. [Section 1]

The City of Burien has also developed resolutions to address airport noise and health impacts. The City of Des Moines supports these concerns and encourages the Port of Seattle Commission to review these and take appropriate action to remediate these impacts, operationally, financially and by diverting operations to a second regional airport to be determined by a formal, financed siting process.

Additionally, the Burien Resolutions recognize the critical nature and value of efforts to site a second regional airport. The City of Des Moines advocated for this to be included in the study undertaken by PSRC for the FAA. We have repeatedly emphasized the importance of appropriate review of siting a second major Airport.

The City advocated including the siting of a second airport on the South County Area Transportation Board on the 2019 legislative agenda and this is now part of that agenda. Our City's legislative agenda also includes, as a critical issue the siting of a second airport and encourages the legislature to support these efforts.

Additionally, the Commission has been apprised of a set of Accords developed by Mr. Steve Edmiston, a member of the City's Aviation Advisory Committee; titled the Port of Seattle Airport Neighbor Community (POSANC) Accords, they reflect Mr. Edmiston's efforts as a citizen. Nonetheless the City essentially endorses all of these Accords which are a common sense approach to achieving resolution of the tremendous disparity experienced by residents, in numerous cities proximate to the airport that are negatively impacted throughout each day and night by Sea-Tac Airport operations.

We ask your pledge to engage in resolving these critical issues.

Best,



Matt Pina
Mayor



Michael Matthias
City Manager

cc: Aviation Advisory Committee
Des Moines City Council
Senator, Karen Keiser
Senator, Claire Wilson
Representative, Tina Orwall
Representative, Mia Gregerson
Representative, Mike Pellicciotti
Representative, Kristine Reeves
Burien City Manager, Brian Wilson
Normandy Park City Manager, Mark Hoppen
SeaTac City Manager, Karl Cole
Des Moines Chief Operating Officer, Dan Brewer
Des Moines Chief Strategic Officer, Susan Cezar
Des Moines City Attorney, Tim George
Des Moines City Clerk/Communications Director, Bonnie Wilkins



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burienwa.gov

February , 2019

Senator Reuven Carlyle
Reuven.Carlyle@leg.wa.gov
233 John A. Cherberg Building
PO Box 40436
Olympia, WA 98504

RE: Senate Bill 5115, concerning **appliance efficiency standards**

Dear Senator Carlyle,

Thank you very much for the opportunity to express our support for Senate Bill 5115 which establishes minimum efficiency standards for an array of plumbing fixtures, equipment and appliances.

City of Burien wishes to express support for proposed changes in legislation which has the potential to reduce energy and water consumption state-wide while providing a financial benefit to all users of these fixtures, equipment and appliances.

By setting minimum efficiency standards, we equitably ensure that all people and businesses across Washington have access to reduced energy and water bills when conducting their daily home or work functions, thereby allowing these savings to be applied to other basic needs. Reduced water demand lessens the impact to public and private potable supply systems, wastewater systems, and wastewater treatment plants. The proposed repealing of RCW 19.27.170, eliminates an antiquated water efficiency statute from 1991 that no longer reflects efficient plumbing fixture technology and has become a barrier for local jurisdictions pursuing current water-saving opportunities.

Reduced energy demand lessens the impact to energy source systems. Less strain on local electricity systems ensures power grids are more likely to remain stable during peak load times. An actual reduction in demand, could potentially delay the need for system upgrades and the construction of new power plants, even considering Washington's anticipated population increase.

By reducing energy and water demands across Washington State through the passing of Senate Bill 5115, we have an opportunity to greatly impact the amount of carbon produced. Our jurisdiction strongly supports efforts to reduce the amount of greenhouse gas emissions. For all these reasons identified, we respectfully request that you vote to approve Senate Bill 5115.

Sincerely,

Jimmy Matta, Mayor

Austin Bell, Deputy Mayor

Bob Edgar, Councilmember

Lucy Krakowiak, Councilmember

Krystal Marx, Councilmember

Pedro Olguin, Councilmember

Nancy Tosta, Councilmember



2018 StART Annual Report

Prepared by
Phyllis Shulman, Civic Alchemy
Megan King, PE, and Kristen Legg, Floyd|Snider

February 2019

StART 

SEA-TAC STAKEHOLDER ADVISORY ROUND TABLE

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List of Appendices

Appendix I	StART Meeting Summaries
Appendix II	Revised Operating Procedures
Appendix III	Draft Rolling Work Plan
Appendix IV	Draft Near-Term Aviation Noise Action Agenda Summary

List of Acronyms and Abbreviations

Acronym/ Abbreviations	Definition
Airport	Seattle-Tacoma International Airport
FAA	Federal Aviation Administration
Port	Port of Seattle
PSRC	Puget Sound Regional Council
SAMP	Sustainable Airport Master Plan
StART	Sea-Tac Stakeholder Advisory Round Table
TNC	Transportation network company
Working Group	Aviation Noise Working Group

1. EXECUTIVE SUMMARY

The Sea-Tac Stakeholder Advisory Round Table (StART) was created in 2018 by the Managing Director of Seattle-Tacoma International Airport (Airport) in collaboration with the leadership from the six Airport-area cities (Sea-Tac, Burien, Des Moines, Normandy Park, Tukwila, and Federal Way). The purpose of StART is to build relationships, create dialogue, and inform Airport-related decision-making on issues that impact surrounding communities. Representation from the cities and Port of Seattle (Port) airline and air cargo comprise the membership of StART. The Federal Aviation Administration (FAA) provides agency expertise.

During 2018, StART meetings included presentations and discussion focused on developing shared understanding of operations and topics as well as identification of issues that are important to the airport communities. Presentations included the following:

- Aviation Operations Roles and Responsibilities
- Air Traffic Overview
- Aviation Noise
- Forthcoming Aircraft Fleet Changes
- Federal Congressional Aviation Issues

Members prioritized a list of issues for discussion, choosing to initially focus on the identification of near-term potential actions related to preventing, reducing, and/or mitigating aviation noise. To analyze these potential actions in more detail, an Aviation Noise Working Group (Working Group) was established. Working with a noise consultant, the Working Group met regularly and developed a work plan and action agenda while receiving input from the larger StART group. The Working Group vetted a number of actions that are going forward for implementation. In 2019, the Working Group will continue with its work plan and explore additional actions.

At the end of the year, StART agreed to form a new working group focused on federal policy. The Federal Policy Working Group will look at policies already passed as part of the FAA Reauthorization legislation and aviation-oriented legislation expected to be championed by U.S. Representative Adam Smith and other local U.S. Representatives in Congress.

2. FORMATION OF StART

Background

Cognizant of the Airport's continued growth and the community impacts associated with that growth, the Port is committed to building relationships with the community and local jurisdictions that foster trust, accountability, and collaboration. An important component of that earnest effort was the creation in early 2018 of StART.

After conducting research on various engagement strategies employed at selected airports in the summer of 2017, Lance Lyttle, the Airport's Managing Director, and External Relations staff met with the administrative leadership from the six Airport-area cities (SeaTac, Burien, Des Moines, Normandy Park, Tukwila, and Federal Way) to gauge their level of interest in a stakeholder advisory roundtable. The administrative leadership agreed on the need for a round table and over a series of working meetings, reached an agreement on StART's formation, purpose, and structure.

StART's inaugural meeting was held on February 28, 2018, followed by meetings every 2 months for 2 hours per meeting. In addition to StART meetings, educational opportunities that enhance knowledge of aviation operations and impacts have also been offered on occasion. StART meetings are open to the public and there is opportunity for oral and written public comment.

Purpose

As established within StART's Operating Procedures, StART provides Southwest King County cities, communities, airline representatives, the FAA, and the Port with the opportunity to:

- Support meaningful and collaborative public dialogue and engagement on Airport-related operations, planning, and development;
- Provide an opportunity for the communities to inform the Airport-related decision-making of the Port and other Southwest King County jurisdictions/organizations; and
- Raise public knowledge about the Airport and impacted communities.

The intent of StART is to provide a forum that fosters a spirit of goodwill, respect, and openness while encouraging candid discussion between the Port and residential and business community members.

StART is not a formal decision-making body or an inter-local agency. StART does not follow procedural rules of order and does not entertain motions or record votes. StART uses consensus to shape feedback to provide guidance to the Port. Consensus-based actions are the product of discussions among the members to distinguish underlying values, interests, and concerns with a goal of developing feedback. Feedback includes both areas of agreement, as well as the articulation of concerns that require further exploration.

Membership

StART is convened by the Airport's Managing Director, who, in addition to serving as the chair, serves as the sponsor directing staff to provide technical analysis and expertise to the group. An independent, neutral facilitator provides assistance in the preparation, management, and summation of each StART meeting.

Each of the six Airport-area cities appoints two community members to serve as members of StART along with a non-elected city employee who is typically a city manager. Members are appointed for a 2-year term. StART’s effectiveness is driven by a willingness by all parties to fully discuss matters of mutual concern, and all members are asked to pledge their good faith best effort to achieve those ends.

Representatives from Alaska Airlines, Delta Air Lines, and Lynden Air Cargo also participate as members and the FAA provides agency expertise.

City representation on StART is identical to the Highline Forum’s city representation, and StART reports up to the Highline Forum. In this way, both StART’s community representatives and the Highline Forum’s elected representatives are involved in airport issues and can provide a coordinated approach among stakeholders.

Member/Association	Name	Title
Burien	John Parnass	Community Member
	Terry Plumb	Community Member
	Brian Wilson	City Manager
	Lisa Marshall (Alt)	City Attorney
Federal Way	John Resing	Community Member
	Chris Hall	Community Member
	Yarden Weidenfeld	Mayor’s Office, Senior Policy Advisory
Des Moines	Sheila Brush	Community Member
	Ken Rogers	Community Member
	Michael Matthias	City Manager
Normandy Park	Eric Zimmerman	Community Member
	Earnest Thompson	Community Member
	Mark Hoppen	City Manager
	Jennifer Ferrer-Santa Ines (Alt)	Finance Director

Member/Association	Name	Title
SeaTac	Tejvir Basra	SeaTac Community Member
	Robert Akhtar	SeaTac Community Member
	Joe Scorcio	SeaTac City Manager
	Steve Pilcher (Alt)	SeaTac Community & Economic Development Director
Tukwila	Katrina (Trina) Cook	Tukwila Community Member
	Joon (Thomas) Lee	Tukwila Community Member
	Brandon Miles	Tukwila Business Relations Manager
Port of Seattle	Lance Lyttle	Aviation Managing Director
	Mike Ehl (Alt)	Director of Airport Operations
	Marco Milanese (Staff)	Community Engagement Manager
Delta Air Lines	Tony Gonchar	Vice President – Seattle
	Scott Ingham (Alt)	Public Affairs Advisor
Alaska Airlines	Scott Kennedy	Manager, State and Local Government Affairs
	Matt Shelby (Alt)	Managing Director – Airport Affairs
Lynden Air Cargo	Laura Sanders	Vice President, Carrier Relations and Customer Experience
FAA (non-members)	Randy Fiertz	Director, Airports Division – Northwest Mountain Region
	Joelle Briggs	Seattle Airports District Office Manager
	Jason Ritchie	Assistant Manager, Seattle Airports Districts Office

3. 2018 MEETING OBJECTIVES, PRESENTATIONS, AND DISCUSSIONS

Background

Prior to the kick-off meeting of StART, the facilitator met with StART stakeholders either one-on-one or in groups by city, with the exception of Tukwila (due to time constraints). The stakeholders were asked to reflect on two questions:

1. What are the issues that you think are relevant to discuss as part of StART?
2. One objective of StART is to develop shared understanding. What would be helpful to know? Learn? For yourself and for the group?

The lists developed from discussions with the stakeholders (consolidated below) were used as a starting point for helping to identify future agenda items; therefore, items on this draft list may or may have become part of a meeting discussion. A third list was created as part of the inaugural meeting of StART (also below). The items listed are not in any order of priority.

1. What are the issues that you think are relevant to discuss as part of StART?

- Sustainable Airport Master Plan (SAMP) including the breadth of the environmental analysis
- Airport growth (airfield and airspace)
 - What would a positive shared vision of the future include?
 - What can be mitigated, prevented, monitored, improved now?
 - Are there alternatives to growing the airport?
 - What is the regional approach to growth?
 - Long-term visioning – what is the vision for the next 10 years, 20 years?
 - Are there other modes of transportation to pursue?
 - What is the best way to determine the capacity of the communities to handle impacts? How are limits to growth determined?
 - What is the best way to maximize use of the limited airport footprint while supporting livability and other goals?
- Noise
 - Night and early morning flights.
 - What generates specific noise?
 - How do community logs of noise compare to Port analysis?
 - Noise prevention and mitigation.
- Pollution and public health
- How are airport impacts mitigated, including options and opportunities to influence?
- Flights: flight paths, night flights
- Shared economic development opportunities and shared prosperity for the airport, airlines, and communities. How can employment opportunities for nearby residents be increased at the airport?

2. One objective of StART is to develop shared understanding. What would be helpful to know? Learn? For yourself and for the group?

- Roles, responsibilities, and decision-making authority of the Airport, Port, airlines, FAA, tenants, state, Puget Sound Regional Council (PSRC), and others in operations on the ground and in the air
- Transparency on what is being considered for the future, procedural changes
- NextGen modernization of national airspace
- Airline flight operations, flight paths, opportunities for pro-active input, and whole system approach
- What studies are currently being undertaken, what studies are needed, and what data need updating?
- Information on pollution and its health effects
- Understanding of safety zone – what it is, what it means, and who decides?
- Air cargo issues – what studies have been done, how do decisions get made, and what affects the Port’s goals?
- Understanding the Interlocal Agreement between the City of SeaTac and the Port
- Understanding how demand and flight patterns are determined/decided
- Shared data on user fees, stormwater runoff, and transportation planning
- Identification of opportunities for additional cooperative engagement with the FAA, Port, airlines, and communities, and identification of what type of engagement works well
- Future technologies – what is on the horizon?
- 3rd runway impacts on the communities
 - Compared to expectations communicated during the process
 - Identification of changing conditions
 - Comparison of mitigations identified to mitigations delivered
 - Comparison of expected use and current use
- Q400 aircraft – intent of airlines, timetable for use, capital plans for the fleet
- Port mission and community/economic benefits
- PSRC study on the air system
- General Airport management
 - Operations – changes/history, what drives growth?
 - Environmental – sustainability measures, noise programs including limitations, Part 150, airspace, air quality
 - Future investments including SAMP environmental review process and best way to influence and make comments
 - Programs – workforce development, noise

Issues added from February 28, 2018, StART Meeting Discussion

- Roles, responsibilities, and decision-making authority of the Airport, Port, airlines, FAA, landside operations (including transportation network companies [TNCs]), vehicle movement, and private and commercial
- Plans for baggage safety and luggage theft
- SAMP – timing of analysis, baseline assumptions at each stage, why certain choices were made. Why was an Environmental Assessment performed instead of an Environmental Impact Statement? What are the assumptions and where do they come from? Who influences the assumptions?
- Airport footprint – How can it be made bigger?
- Bullet trains, hyperloop technologies
- FAA community engagement opportunities
- Specific powers and obligations and explanation of federal preemption. What can be influenced?
- How does the FAA do flight path planning? What is behind some decisions made regarding flight paths? How is noise analyzed?
- Traffic impacts on I-5 and I-405. How are forecasts made? Is there a whole system approach to traffic and transportation planning?
- Growth and how airport growth impacts cities. What is spent on mitigation?
- Noise abatement programs
- How is the FAA noise contour decided? Do the formulas work?
- Health: Health authorities/University of Washington; what are impacts that can be related to the airport?
- NextGen and wake recategorization. What are its effects? What is in store for the communities with implementation of NextGen?
- Where can revenues be spent and not spent?
- What are the airlines, Port, and FAA's preferred future?
- Role, responsibilities, and what can be influenced
 - Is it possible for the Airport to have a curfew?
 - Who makes decisions and how is it decided when aircraft models are phased in or out, specifically Q400s?
 - How does noise mitigations work? What are the rules? Who is responsible for rule changes?
 - Who decides about nighttime flight restrictions?
 - Altitude analysis – How are choices made?

Development of Priorities

The generated list of ideas was expanded upon in the inaugural meeting of StART on February 28, 2018, and was followed up by a participant survey to identify priorities. Key themes from the survey included:

- Impacts: including noise; air quality, pollution, and public health; mitigation, prevention, reduction (range of options)
- Airport development and growth
- Meeting current and future demand
- Economic development/community/Port partnership potential
- Operations and investments

Through discussion at StART meetings, some priorities were further refined. The survey was distributed to members, with 20 individuals or entities responding. The following survey questions were developed to identify issue priorities:

- Question 1: Check THREE topics you are most interested in discussing.
- Question 2: Give each of your top three choices (from Question 1) a priority ranking, with 1 denoting the highest priority. (Only rank your top three choices.)

Results of the survey from April 23, 2018, are provided below, including information on ranking given to each topic.

Topic	# Who Chose Topic in Top 3 Choices	# Who Chose Topic as #1 Priority	# Who Chose Topic as #2 Priority	# Who Chose Topic as #3 Priority
Sustainable airport master plan	4	2	1	1
Airport growth and related topics	3	1	0	2
Noise	10	4	4	2
Air quality, pollution, and public health	8	1	5	2
Impact mitigation, prevention, reduction – range of options	8	2	2	4
Shared economic development opportunities	2	1	0	1
NextGen and wake recategorization	3	0	1	2
Visioning-preferred future for communities, airlines, Port, FAA	0	0	0	0
Overview of current studies and needed research	0	0	0	0

Topic	# Who Chose Topic in Top 3 Choices	# Who Chose Topic as #1 Priority	# Who Chose Topic as #2 Priority	# Who Chose Topic as #3 Priority
Air cargo	1	1	0	0
Understanding the Interlocal Agreement with the City of SeaTac	0	0	0	0
Community engagement and influence – how to increase effectiveness	1	0	1	0
Future technologies, including bullet trains, hyperloop technologies	1	1	0	0
3 rd runway impacts on communities	2	0	1	1
Q400s – intent of airlines, capital plans for fleet, timetable for use	2	1	0	1
Airport operations including future investment	1	0	0	1
Environmental sustainability efforts and programs	0	0	0	0
Environmental review processes	1	1	0	0
Airline flight operations, flight paths, nighttime flights, altitude analysis	4	2	2	0
Safety zone	0	0	0	0
Landside operations including TNCs, vehicle movement, private and commercial	3	1	1	1
Plans for baggage safety and luggage theft	1	0	0	1
Airport footprint	0	0	0	0
Specific powers and obligations and explanation of federal preemption	2	1	1	0
Traffic impacts, locally and regionally	3	1	2	0
Revenues – constraints and opportunities for spending	1	0	0	1

Meeting Progress and Summaries

Once initial priorities were established, objectives and agendas were developed for the meetings. The meeting agendas were iterative based on the emerging discussion and needs arising from each meeting. The following graphic shows the meeting objectives and progress in 2018. Meeting summaries are attached as Appendix I.

StART–2018 Meeting Progress

February 2018 Inaugural Meeting

Objectives:
Inaugural meeting

Discussion Topics:

- Roles and Commitments of Members, Role of Public, Role of Facilitator, Logistics, Operating Principles
- Public Comment
- Presentation: Sea-Tac International Airport (Port Staff)
- Discussion: 2018 Look Ahead—StART Priorities

April 2018

Objectives:
To expand and develop shared understanding of roles and responsibilities, decision-making authorities, and what can be influenced in aviation operations.

Discussion Topics:

- Public Comment
- Sea-Tac Airport Updates—Capital Projects; Monthly Statistics (Port Staff)
- Presentation and Discussion: Aviation Operations Roles and Responsibilities (FAA and Port Staff)

June 2018

Objectives:
To discuss and prioritize a list of potential actions for StART to explore related to preventing, reducing, and/or mitigating aviation noise. To consider constructive next steps including the formation of a StART aviation noise working group.

Discussion Topics:

- Congressional Update (Noise) (Port Staff)
- Discussion: Aviation Noise and Prioritization of Issues
- Sea-Tac Airport Updates—Capital Projects (SAMP); Operations
- Public Comment

August 2018

Objectives:
To review and discuss information from the initial meeting of the Aviation Noise Working Group. To develop shared understanding of Seattle region’s airspace and flight paths.

Discussion Topics:

- Briefing and Discussion: Aviation Noise Working Group
- Presentation and Discussion: Air Traffic Overview (FAA)
- Public Comment

October 2018

Objectives:
To review progress from the Aviation Noise Working Group. To develop understanding of the forthcoming fleet changes and how those may impact aviation noise.

Discussion Topics:

- FAA Reauthorization Update, SAMP Update
- Briefing and Discussion: Aviation Noise Working Group and Working Group Work Plan
- Presentation: Forthcoming Aircraft Fleet Changes (The Boeing Company, Delta Air Lines, Alaska Airlines)
- Public Comment

December 2018

Objectives:
To confirm next steps based on the work of the Aviation Noise Working Group. To hear and discuss Federal Congressional efforts related to airports and airport communities. To propose and discuss an additional working group.

Discussion Topics:

- Federal Congressional Briefing: Aviation Issues (office of U.S. Rep Adam Smith)
- Discussion: Proposal for Creating a StART Federal Policy Working Group
- Briefing and Discussion: Aviation Noise Working Group Action Agenda
- Public Comment

Revision of Operating Procedures

A mid-year check-in was held with member City Managers or their equivalents to discuss both progress and a number of process issues that arose during the first few meetings. The group reviewed the original Operating Procedures that had been developed to guide StART and recommended a number of changes to the procedures in order to bring clarity, address emerging processes, delete unnecessary statements, and update language. These revised procedures were agreed upon by consensus and reviewed with StART members. Major changes in the revised Operating Procedures included the following:

- StART was granted the ability to establish working groups to give identified topics a more in-depth focus
- A process was established for amending StART's Operating Procedures
- Parameters were delineated for public comment at StART meetings
- Alternates were clarified
- The quorum requirement was removed

The Revised Operating Principles are attached as Appendix II.

4. ESTABLISHMENT OF AVIATION NOISE WORKING GROUP

After dedicating the first two StART meetings to increasing awareness around a number of aviation-related topics, the members had an open conversation at their June meeting about where they would like to focus their energies going forward. The June meeting ended with the decision to create a smaller working group, composed of volunteer StART members and representatives from Delta Air Lines, Alaska Airlines, the FAA, and the Port. First held in August 2018, the Aviation Noise Working Group's (Working Group's) assignment was to prioritize and explore a list of potential near-term actions to prevent and reduce aviation noise.

A noise/aviation consultant with experience working with similar stakeholder groups was hired by the Port to provide technical analysis to the Working Group. The Working Group has met five times since its August 2018 meeting. Updates on the Working Group's progress are provided at all StART meetings. Meeting summaries of the Working Group are included as part of Appendix I. The Working Group also developed a work plan, which is attached as Appendix III. The following graphic shows the Working Group's meeting objectives and progress in 2018.

StART Aviation Noise Working Group Meeting Progress



August 2018 Inaugural Meeting

Objectives:

To establish the StART Aviation Noise Working Group. To begin discussion and prioritization of a list of potential actions for StART to explore related to preventing, reducing, and/or mitigating aviation noise. To consider constructive next steps.

Discussion Topics:

- Group Process and Objectives
- Discussion: Work Program and Priorities—Identification of Near-Term Actions
- Constructive Next Steps



September 2018

Objectives:

To review data on nighttime flight operations and to discuss examples of Letters of Agreement from other airports. To discuss and consider constructive next steps.

Discussion Topics:

- Data Sharing and Discussion of Nighttime Flight Operations
- Review and Discussion: Letter of Agreement
- Constructive Next Steps



October 2018

Objectives:

To review and provide feedback on approaches to a voluntary nighttime curfew and runway use agreement. To review analysis of nighttime operations. To discuss and consider constructive next steps regarding noise abatement departure procedures and a glide slope analysis.

Discussion Topics:

- Presentation and Discussion: Voluntary Nighttime Curfew and Runway Use Agreement
- Presentation and Discussion: Nighttime Operations
- Presentation and Discussion: Noise Abatement Departure Procedures
- Preview of Glide Slope Angle Analysis



November 2018

Objectives:

To review and provide feedback on drafts of a voluntary late-night curfew and a Runway Use Agreement. To analyze the potential options for changes in glide slope as a potential means to reduce aviation noise. To provide guidance on the Aviation Noise Working Group's Draft Work Plan.

Discussion Topics:

- Review and Discussion: Draft of Voluntary Late-Night Curfew Strategy
- Review and Discussion: Draft of Runway Use Agreement
- Presentation and Discussion: Glide Slope Angle Analysis
- Review of Draft Work Plan



December 2018

Objectives:

To complete discussions on the voluntary nighttime curfew and Draft Runway Use Agreement in order to solicit feedback from StART and begin implementation steps. To identify and discuss additional near-term noise reduction actions and to prepare for the 2019 Work Plan.

Discussion Topics:

- Review and Discussion: Final Draft Voluntary Nighttime Curfew (Fly Quiet Late-Night Noise Limitation Program)
- Review and Discussion: Revised Draft of Runway Use Agreement
- Discussion: A320 Vortex Retrofit
- Discussion: Glide Slope Angle Analysis

Near-Term Aviation Noise Action Agenda

At the Working Group's first meeting in August, the members approved exploring four near-term efforts linked to preventing and reducing aviation noise:

- Runway Use Agreement
- Late-Night Noise Limitation Program
- Glide Slope Angle Analysis
- Airfield Noise Assessment

The four near-term efforts were branded the Near-Term Aviation Noise Action Agenda. If and when appropriate, the Working Group could consider adding other efforts to the agenda.

With the Runway Use Agreement and the Late-Night Noise Limitation Program, significant progress has been made by the Working Group to date. A preliminary draft of the Runway Use Agreement has been submitted to the FAA for review and the Late-Night Noise Limitation Program is currently in design. The Working Group is expected to recommend a path forward for the Glide Slope Angle Analysis in early 2019. Work on defining the Airfield Noise Assessment will begin in early 2019. Additional details on these agenda items are provided below.

Runway Use Agreement: The most consequential proposed change to the agreement, which was originally implemented in 2010, is language clarifying minimized use of the 3rd Runway during the late-night hours (12:00 AM to 5:00 AM). FAA review and acceptance of the new agreement is required, and an FAA-directed environmental review might also be a requirement. *Potential enactment: mid-2019*

Late-Night Noise Limitation Program: The program is designed to reduce late-night (12:00 AM to 5:00 AM) noise by incentivizing air carriers to fly at less noise sensitive hours or transition to quieter aircraft. The incentive is the addition of a new category to the Port's already established Fly Quiet Program that assigns air carriers a penalty score for any late-night flights above a specified noise threshold. The program's various thresholds are still being calculated. Once the calculations are complete, the Port will begin publicizing the program with the air carriers. *Potential enactment: mid-2019*

Glide Slope Angle Analysis: An approach for raising Runway 34R's glide slope from 2.75 degrees to 3.0 or 3.1 degrees has been identified. Raising the glide slope on Runway 34R could provide a small noise reduction from aircraft arriving over communities south of the airport. The defined approach and timeline will require FAA approval. As a next step, options for raising the glide slopes on all runways higher than 3 degrees will be evaluated. *Potential enactment: TBD*

Airfield Noise Assessment: The assessment is expected to investigate and determine sources of airfield noise troublesome to the community, including noise generated by aircraft reverse thrust. *Potential enactment: TBD*

The Near-Term Aviation Noise Action Agenda is attached as Appendix IV.

5. StART IN 2019

StART will continue with meetings every other month in 2019, serving as a forum for hearing the concerns from the six neighboring Airport communities and for identifying ways that all parties can work together more cooperatively on possible solutions to those concerns.

The Working Group will continue to meet on a monthly basis to advance the Near-Term Aviation Noise Action Agenda. Other efforts are expected to be identified by the Working Group in 2019 and added to the agenda, including a campaign to encourage air carriers to retrofit A320 aircraft to reduce noise when descending.

At its December 19 meeting, StART also agreed to form a new working group focused on federal policy. Specifically, the new working group would look at policies already passed as part of the FAA Reauthorization legislation and aviation-oriented legislation expected to be championed by U.S. Representative Adam Smith and other local U.S. Representatives in Congress. The goal would be to identify ways StART can work collectively to ensure these enacted and proposed policies and legislation are fully and successfully implemented. The new working group is expected to hold its first meeting early in 2019.

Appendix I

StART Meeting Summaries



StART FACILITATOR'S MEETING SUMMARY
Wednesday, February 28, 2018



SEA-TAC STAKEHOLDER ADVISORY ROUND TABLE

StART FACILITATOR'S MEETING SUMMARY

Wednesday, February 28, 2018

6:00-8:00, Conference Center SeaTac Airport

Member	Interest Represented		Member	Interest Represented	
John Parness	Burien	X	Tejvir Basra	SeaTac	X
Terry Plumb	Burien	X	Robert Akhtar	SeaTac	X
Brian Wilson	Burien	X	Joe Scorcio	SeaTac	X
Lisa Marshall (Alt)	Burien	-	Jeff Robinson (Alt)	SeaTac	X
John Resing	Federal Way	X	Katrina (Trina) Cook	Tukwila	X
Chris Hall	Federal Way	X	Joon (Thomas) Lee	Tukwila	X
Yarden Weidenfeld	Federal Way	X	Brandon Miles	Tukwila	X
Sheila Brush	Des Moines	X	Lance Lyttle	Port of Seattle	X
Ken Rogers	Des Moines	X	Mike Ehl	Port of Seattle	X
Michael Matthias	Des Moines	X	Clare Gallagher (Alt)	Port of Seattle	-
Eric Zimmerman	Normandy Park	X	Katie Halse	Port of Seattle	X
Earnest Thompson	Normandy Park	X	James Masoero for 2/28 mtg (Tony Gonchar unavailable)	Delta Airlines	X
Mark Hoppen	Normandy Park	X	Scott Ingham (Alt)	Delta Airlines	X
Jennifer-Ferrer- Santa Ines (Alt)	Normandy Park	-	Megan Ouellette	Alaska Airlines	-
	air cargo	-	Matt Shelby (Alt)	Alaska Airlines	X
Non-Member			Non-Member		
Randy Fiertz	Federal Aviation Agency	X	Joelle Briggs	Federal Aviation Agency	X

Facilitator: Phyllis Shulman, Civic Alchemy

Introductory Comments: Lance Lyttle, Sea-Tac Airport Director

Lance discussed the purpose of the advisory roundtable and set the stage for this new initiative.

- Opportunity for a new approach
- Work to understand one another and listen through a new lens
- Desire constructive feedback and honest and respectful conversations

- May involve sometimes difficult conversations, but desire is to be focused on solutions
- First time this group of individuals are at the table together

Member Introductions: StART Members

Members introduced themselves and answered the question: “What does a cooperative relationship look like to you?”

Responses included:

- Mutual understanding of facts and data
- Transparency and balance
- Clear understanding of roles and accountability for responsibility
- Agenda that we can agree to and discussion based on facts/data
- Raising awareness and keeping stakeholders engaged
- Not about dwelling in the past, but about moving forward together
- Progressive partnership between community and the Port, FAA, and airlines; increase the positive impact within the community
- Listen to all parties
- Listen with open mind and giving benefit of the doubt
- Evidenced based data
- Listen and be willing to change your mind
- Mutual benefits that are allocated justly to all participants
- Find common areas
- Listening, open/honest communication, respect other viewpoints which might be different from your own
- Thoughtful, sharing, listening
- Willingness to compromise
- Willingness to listen
- Open and honest exchange, listen to one another
- Listen to each other and seek solutions

Introduction of Facilitator, Phyllis Shulman

The facilitator discussed roles and commitment of members, the role of the public, and the format and logistics of future meetings. She also reviewed general meeting protocols.

Public Comment

The facilitator reviewed that 10 minutes of public comment are allowed at each meeting. In addition to oral comment, written comment sheets are available and all comments will be attached to the meeting summary as an appendix.

Public comments are compiled on Appendix B. of the meeting summary.

Presentation and Q & A: Lance Lyttle & StART Members

Lance presented an overview of the Sea-Tac International Airport. The presentation is available at the StART website [here](#).

Questions and comments after the presentation:

1. Q. How many people came through the airport pre-9/11?
A. About 22 million. More flights, but fewer passengers.
2. Q. What does TNC stand for?
A. Transportation network companies
3. Q. Airport is always under construction. Will it ever be complete, stop changing, etc.?
A. Yes, it's always under construction. Ours is renovation.
4. Q. How can you have more people going through the airport with fewer flights?
A. Aircraft are being replaced by larger planes which accommodate more passengers. In 2000, there were 22 million passengers.
5. Q. This is the third airport you've worked at (referring to Lance). Is community engagement similar at other airports?
A. No, if a stakeholder meeting like this was held in Houston, unlikely that the public would show up. The impact of the airport is different in different communities.

Discussion: StART Members

The facilitator asked participants to review the initial list of possible topics for discussion at the StART meetings and to brainstorm on other topics. The initial list and additions to that list based on the conversation is attached to the meeting summary as Appendix A.

Participants discussed potential agenda items for the April meeting. There was wide agreement that understanding roles and responsibilities, authorities, and what can be influenced is foundational for other issues. Participants expressed interest in a number of other issues. These issues are noted in Appendix A. The facilitator will develop a survey to get feedback on priorities for discussion topics to inform agenda development.

Meeting Wrap Up: Lance Lyttle & StART Members

Lance thanked everyone for attending and looks forward to future meetings.

Next Meeting: Wednesday, April 25, 2018

Sea-Tac International Airport Conference Center, 6:00 pm – 8:00 pm

MEETING EVALUATIONS

(Meeting evaluations were not utilized for this meeting.)

of responses _____

1. Overall Meeting Experience	Poor	Fair	Good	Very Good	Excellent
N/A					

2, Presentations	Not Useful	Somewhat Useful	Very Useful
N/A			

Comments: N/A

3. Discussion	Not Useful	Somewhat Useful	Very Useful
N/A			

Comments: N/A

4. Overall Comments, Suggestions, or Questions: N/A

5. Outreach and engagement involvements reported during the last two months: N/A

Appendix A:

Potential List of Issues for Discussion Based on Facilitator's Meetings with Stakeholders

As of 03-23-18

Background:

Prior to the kick-off meeting of StART the facilitator met with all StART stakeholders, with the exception of Tukwila (due to time constraints). As part of each meeting the stakeholders were asked to reflect on a number of questions. The following lists are a consolidation of the answers to two questions:

- 1. What are the issues that you think are relevant to discuss as part of StART?*
- 2. One objective of StART is to develop shared understanding. What would be helpful to know? Learn? For yourself and for the group?*

These lists are a starting point for helping to identify future agenda items; therefore, items on this draft list may or may not be part of a meeting discussion. The list will be modified over time, based on interest, as priorities for discussion emerge and additional issues are added. The items listed are not in any order of priority.

1. What are the issues that you think are relevant to discuss as part of StART?

- SAMP including the breadth of the environmental analysis
- Airport growth (airfield and airspace) –
 - What would a positive shared vision of the future include?
 - What can be mitigated, prevented, monitored, improved now?
 - Alternatives to growing the airport?
 - Regional approach to growth
 - Long-term visioning – what is vision for next 10 years, 20 years?
 - Other modes of transportation to pursue?
 - How to determine the capacity of communities to handle impacts? How are limits to growth determined?
 - What is best way to maximize use of the limited airport footprint while supporting livability and other goals?
- Noise
 - Night and early morning flights
 - What generates specific noise?

- How do community logs of noise compare to Port analysis?
- Noise prevention and mitigation
- Pollution and Public Health
- How are airport impacts mitigated for, including options and opportunities to influence?
- Flights -flight paths, night flights
- Shared economic development opportunities and shared prosperity for the airport, airlines, and communities. How to increase employment opportunities at the airport for nearby residents?

2. One objective of StART is to develop shared understanding. What would be helpful to know? Learn? For yourself and for the group?

- Roles, responsibilities, and decision-making authority of airport, Port, airlines, FAA, tenants, State, PSRC, and others in operations on the ground and in the air.
- Transparency on what is being considered for the future, procedural changes
- Next Gen
- Airline flight operations, flight paths, opportunities for pro-active input, whole system approach
- What studies are currently being undertaken, what studies are needed, and what data needs updating?
- Information on pollution and health effects of pollution
- Understanding of safety zone – what it is, what it means, who decides?
- Air cargo issues- what studies have been done, how do decisions get made, what affects the Port’s goals?
- Understanding the Interlocal Agreement between SeaTac and Port
- Understanding how demand and flight patterns are determined/decided
- Shared data on user fees, storm water runoff, transportation planning
- Identification of opportunities for additional cooperative engagement with FAA, Port, airlines, communities and identification of what type of engagement works well
- Future technologies – what is on the horizon?
- 3rd runway impacts on the communities
 - compared to expectations communicated during the process
 - identification of changing conditions
 - comparison of mitigations identified to mitigations delivered

- comparison of expected use and current use
- Q400s – intent of airlines, timetable for use, capital plans for the fleet
- Port of Seattle mission and community/economic benefits
- PSRC Study on Air System
- Airport
 - Operations – changes/history, what drives growth
 - Environmental- sustainability measures, noise programs including limitations, Part 150, Airspace, air quality
 - Future investments including SAMP Environmental review process and best way to influence and make comments
 - Programs – workforce development, noise

Issues added from 02-28-18 StART Meeting Discussion

- Landside operations including transportation network companies (TNCs), vehicle movement, private and commercial
- Plans for baggage safety and luggage theft
- SAMP- timing of analysis, baseline assumptions at each stage, why certain choices were made. Why EA instead of EIS? What are the assumptions and where do they come from? Who influences the assumptions?
- Airport footprint- how to make it bigger
- Bullet trains, hyperloop technologies
- FAA community engagement opportunities
- Specific powers and obligations and explanation of federal pre-emption. What can be influenced?
- How does the FAA do planning for flight paths? What is behind some decisions made regarding flight paths? How is noise analyzed?
- Traffic impacts on I-5, I-405. How are forecasts made? Is there a whole system approach to traffic and transportation planning?
- Growth and how airport growth impacts cities. What is spent on mitigation?
- Noise abatement programs
- How FAA noise contour is decided? Do the formulas work?
- Health. Health authorities/University of Washington-what are impacts that can be related to the airport?
- Next Gen and Wake Re-categorization. What are its effects? What's in store for communities with Next Gen?

- Where can revenues be spent and not spent?
- What are the airlines, Port, and FAA's preferred future?
- Role, responsibilities, and what can be influenced?
 - Is it possible for the airport to have a curfew?
 - Who makes decisions and how is it decided when aircraft models are phased in or out, specifically Q400s?
 - How noise mitigations work. What are the rules? Who is responsible for rule changes?
 - Nighttime flight restrictions. Who decides?
 - Altitude analysis –how choices are made.

Appendix B:

Summary of Public Comments

1. Mike O'Hallorran (written comments):

- Should airline pilots or pilot associations be invited to attend StART?
- I would like to thank all the government agencies, airlines partners for being involved.
- Only “2 or 3” airline partners are “fly quiet” partners.
- My neighborhood in the Renton Highlands is impacted by SeaTac, Boeing Field, and Renton Municipal.
- I like the concept of “what subjects can we as a group” influence? Is there hanging fruit?
- Possible agenda and speaker subjects:
 - Sea-Tac Airport emission reductions. Ground based port and airline transportation initiatives for cleaner vehicles. (Somewhat in likeness to the Port of Seattle’s class 8 truck new model program)
- Impact of air traffic over the Puget Sound eastside including the new “southwest approach” for planes arriving from the east coast and internationally.
 - Currently, there are intermittent days where air traffic is too low over the eastside.
 - Also includes using a gliding airport approach versus the use of full power to descend.
 - Are propeller driven aircraft “scattering” after takeoff” Are they full flights’ Are they flying too low”.
- Grade each airline companies using a scale similar to the Heathrow Airport study.
- What is the “fly quiet” program”? (Alaska, Horizon and Delta account for over 60% of air traffic and are not “fly quiet” partners.)
- How can the Port of Seattle help airline companies become “fly quiet” compliant at Sea-Tac Airport. (Aircraft with over 20 years of service should not be allowed to use Sea-Tac Airport or McDonald Douglas MD-80 type of aircraft use banned for Sea-Tac-airspace.)

2. Christopher Mitchell (Des Moines) (oral comments):

- Lives under the 3rd runway flight path on 10th Ave. S. Is concerned about pollution, noise, and cancer risks. Hopeful that there can be bullet trains and hyperloops

incorporated into the transportation system as has happened in many other countries including China and Japan.

3. David Goebel (representing noRNP) (written comments):

- While I understand this was the kickoff meeting, I was disappointed by the technical level of the discussion. For future meetings, I and my organization, nornp.org would like the FAA representatives to engage much more deeply on topics such as Wake Recategorization and Optimized Profile Descent's Impact on extended low altitude level-offs on approach.

I would also suggest that Vashon Island should have been included among the communities severely impacted by KSEA. With the 2015 introduction of the HAWKZ RNP, and its concentrated flight path and lowered altitudes to permit Elliot Bay arrivals, some parts of Vashon Island newly have DNL comparable to, if not more than, some parts of the other communities that "are" part of StART.

StART FACILITATOR'S MEETING SUMMARY
April 25, 2018



SEA-TAC STAKEHOLDER ADVISORY ROUND TABLE

StART FACILITATOR'S MEETING SUMMARY

April 25, 2018

6:00–8:00 PM, Conference Center Seattle-Tacoma International Airport

Member	Interest Represented		Member	Interest Represented	
John Parness	Burien	X	Tejvir Basra	SeaTac	X
Terry Plumb	Burien	X	Robert Akhtar	SeaTac	X
Brian Wilson	Burien	X	Joe Scorcio	SeaTac	X
Lisa Marshall (Alt)	Burien	-	Jeff Robinson (Alt)	SeaTac	X
John Resing	Federal Way	X	Katrina (Trina) Cook	Tukwila	X
Chris Hall	Federal Way	X	Joon (Thomas) Lee	Tukwila	-
Yarden Weidenfeld	Federal Way	X	Brandon Miles	Tukwila	-
Sheila Brush	Des Moines	X	Lance Lyttle	Port of Seattle	X
Ken Rogers	Des Moines	X	Mike Ehl	Port of Seattle	X
Michael Matthias	Des Moines	X	Clare Gallagher (Alt)	Port of Seattle	X
Eric Zimmerman	Normandy Park	X			
Earnest Thompson	Normandy Park	X	Tony Gonchar	Delta Air Lines	X
Mark Hoppen	Normandy Park	X	Scott Ingham (Alt)	Delta Air Lines	X
Jennifer-Ferrer-Santa Ines (Alt)	Normandy Park	-	Megan Ouellette (represented by Steven Osterdahl)	Alaska Airlines	X
Laura Sanders	Lynden (air freight shipping and logistics)	-	Matt Shelby (Alt)	Alaska Airlines	-
Non-Member			Non-Member		
Randy Fiertz	Federal Aviation Administration	X	Joelle Briggs	Federal Aviation Administration	X

Additional Participants:

Kim Stover, Federal Aviation Administration

Katie Halse, Port of Seattle

Facilitator: Phyllis Shulman, Civic Alchemy

Meeting Objective:

To expand and develop shared understanding of roles and responsibilities, decision-making authorities, and what can be influenced in aviation operations.

Welcome: Lance Lyttle, Airport Director

After member introductions, Lyttle reviewed the meeting objective and reflected on the previous meeting, highlighting that these are difficult conversations but he desires to focus on solutions. Gaining a shared understanding of roles and responsibilities will help StART to narrow in on the solutions to focus on. He emphasized the importance of building a cooperative relationship that includes listening with an open mind, evidence based information, transparency, and respect for other's viewpoints.

Public Comment

The facilitator reviewed that 10 minutes of public comment is allocated at each meeting. In addition to oral comment, written comment sheets are available and all comments will be attached to the meeting summary as an appendix (Compiled public comments are included here as Appendix A).

Sea-Tac Airport Updates: Lance Lyttle, Airport Director

Katie Halse, Local Government Relations Manager

Lyttle provided an airport update on operations and ongoing facility construction. The update included a roll out of the Port's new website and examples of accessible information, including airport capital projects and airport statistics. A new feature on the website includes downloadable data on Sea-Tac's flight track monitoring system using 24 permanent noise monitors to show single and daily noise events. Airport noise data can be found here: <https://public.tableau.com/profile/portofseattlebi#!/vizhome/Sea-Tacnoisemonitoringsystemdata/Contents>.

Lyttle also announced that the Port will be inviting StART members and Highline Forum members to a Noise 101 workshop that will be held in May. A leading noise expert will lead the workshop. The facilitator will send out details of the date and location to StART members for registration.

Facilitator's Update: Phyllis Shulman, Civic Alchemy

Shulman shared the results from the member survey related to prioritizing possible future discussion topics (Appendix B). She noted that some topics are interrelated with the following themes:

- Impacts: including noise; air quality, pollution and public health; impact mitigation, prevention, reduction (range of options)

- Airport development and growth
- Meeting current and future demand
- Economic development/community/Port partnership potential
- Operations and investments

The facilitator reviewed three principles for engagement in discussion:

- Respect: Multiple viewpoints exist and all have value
- Generosity: Share your viewpoint with others and give time to others to share theirs
- Curiosity: Listen to what is important to others

Aviation Operations: Roles and Responsibilities

The main topic of the meeting was aviation operations – roles and responsibilities. Presenters and panelists included:

- Mike Ehl, Director, Airport Operations, Port of Seattle
- Stan Shepherd, Aviation Noise Programs Manager, Port of Seattle
- Arlyn Purcell, Director, Aviation Environment and Sustainability, Port of Seattle
- Randy Fiertz, Director, Airport Division, Northwest Mountain Division, Federal Aviation Administration (FAA)
- Kim Stover, Director of Operations, Air Traffic Services, Western Service Area, FAA
- Tony Gonchar, Vice President, Seattle, Delta Air Lines
- Steven Osterdahl, Director, Air Traffic and Airspace Operations, Alaska Airlines

Presentation

The presentation by Port staff and FAA representatives is available here:

https://www.portseattle.org/sites/default/files/2018-04/2018_04_25%20StART%20Role_Responsibility%20Presentation_FINAL%20for%20WEB.pdf.

A video provided by the FAA regarding Air Traffic Control Procedures for the Seattle Region is available here:

<https://www.youtube.com/watch?v=YMxpKhzNnjI&feature=youtu.be>

StART members submitted a number of questions to the facilitator prior to the meeting. Presenters worked to address questions related to aviation operations roles and responsibilities in the presentation or during the panel discussion.

Question & Answer: Panel and StART Members

Following the presentation, panelists were asked questions from StART members. Some of the topics were captured on a “bulletin board” (Appendix C) for discussion at future meetings or follow-up.

The panel provided responses to various issues and questions raised by the members, including:

- development of flight paths;
- Port of Seattle requirements under FAA’s grant assurances
https://www.faa.gov/airports/aip/grant_assurances/media/airport-sponsor-assurances-aip.pdf;
- ability of the Port of Seattle to impose flight restrictions on service to Sea-Tac;
- local noise ordinance enforcement;
- flight path decision-making;
- FAA’s role in the Port of Seattle’s Sustainable Master Plan;
- voluntary curfews;
- utilization of 14 Code of Federal Regulations (CFR) Part 161, Notice and Approval of Airport Noise and Access Restrictions;
- restrictions/limitations of Port of Seattle utilization of grant funds from the FAA as well as property tax levy funds;
- air traffic controller incentives;
- determination of airline hubs;
- concerns about possible aircraft separation changes;
- noise mitigation;
- FAA’s noise annoyance study; and
- whether FAA and Port of Seattle have considered increasing compensation to developers due to additional costs due to height restrictions and sound insulation.

Meeting Wrap Up: Lance Lyttle & StART Members

Based on survey results, the facilitator stated that the next StART meeting will focus on impacts: noise; air quality, pollution and public health; impact mitigation, prevention, reduction –range of options. Lyttle thanked StART members and the public for their attendance.

Next Meeting: June 27, 2018

Sea-Tac International Airport Conference Center, 6:00 pm – 8:00 pm

MEETING EVALUATIONS *for April 25, 2018 StART Meeting*

of responses: 9

1. Overall Meeting Experience

Poor	Fair	Good	Very Good	Excellent
0	3	2	2	1

2. Presentation

Not Useful	Somewhat Useful	Very Useful
1	7	1

Comments:

- We do not need airport stats or website updates. We need more time for discussion.
- No presentation should have content that can't be read on the screen. Really not good use of time to have material on the screen that does not communicate well.
- Presentations seemed "canned," just the party line.
- Nice to learn some of the big picture of the airport

3. Discussion

Not Useful	Somewhat Useful	Very Useful
0	4	5

Comments:

- The questions from the panel were most important, while not answered in full transparency they were educated questions.
- There are just so many complexities it is difficult to get a sense of accomplishment or progress. But, it certainly is better than past meetings. It is worth keeping the dialogue. Just difficult and complex topics in a short period.
- Need some information on how you work together. We just heard how you work independently.
- Mostly on topic.

4. Overall Comments, Suggestions, or Questions

- Need work group to invite bullet train and hyperloop reps.
- More discussion/less presentation.
- Give power points out in advance.
- Move public comment to after discussion.
- Huge step forward in understanding the complexity.
- Need some work on your graphics. They were unreadable.
- Ideas about “focus on what we can do” and “what tools do we have at our disposal” are worth FAA answering! Work group on part 161 would be a good idea.
- Someone needs to respond to the concern about compensation for removal of trees within the clear area of the safety zone when on private property.
- Public comment usually isn’t a discussion . . . not sure if the expectation is clear for the attending public.

5. Outreach and engagement involvements reported during the last two months

N/A

Appendix A

Summary of Public Comments

1. David Goebel (written comments):
 - Please bring someone from the tower to explain the complete decision flow chart that's used when a flow change is made.

2. Mike O'Halloran (written comments):
 - Sea-Tac airport does an extensive evaluation of flights and flight patterns. The Renton Highlands is impacted not only by Sea-Tac traffic but also small aircraft from Renton Airport and Boeing Field, tripling the impact on the ground.
 - So, the impact surface area of Sea-Tac should be expanded to an area at least 10 miles in all directions. Meaning ALL even the smallest aircraft in the 10 mile area are monitored and under flight controller control with an emphasis on "flying friendly."
 - We need a no fly/activity curfew rule for/from 10 PM to 5 AM.
 - Why not use Moses Lake airport for all international flights from the State of Washington?

3. Susan Petersen (written comments):
 - Too much B.S. and dancing around DIRECT questions
 - Ms. Facilitator must understand that 1.5 minutes is NOT enough time and before we hear the content of the meeting. This is a very emotional issue for those of us whose greatest investment is our home! Our health counts too!
 - What about the people?! None of the FAA or POS addresses us. It's all about money for the Port and nothing, not even our quality of life for us.
 - 1970's DNL is not even close to what it should be today and you all know

4. Dana Holloway (oral comments):
 - Have lived in Federal Way for 42 years. Noise has increased impacting quality of life. Can't enjoy being outside or inside. Port, FAA, and airlines have taken away peaceful quality of life. Stop noise and pollution – why do you refuse to make a decision? Instead, you increase cargo and commercial flights. Port Commissioners should be required to live under the flight path.

5. Debi Wagner (oral comments):
 - Request to provide comments at the end of the meeting instead of the beginning. Public should be able to provide comments and feedback after hearing the public comments. How bad are you going to hurt us and what are

you going to do about it? Harms are additive. Everything from the 3rd runway forward is additive and cumulative. Do no harm. Improve the environment, if possible.

6. Larry Cripe (oral comments):

- Member of Quiet Skies Coalition. Specifically to the FAA: we have never been allowed to sit in on meetings with the City and FAA. We were promised that there wouldn't be a fourth runway but July 26, 2016 changed that with the turns over Burien. The decision process has not been openly accessible to the public.

7. Carol Oliver (oral comments):

- 15-year resident. Noise has increased greatly. Gardening isn't enjoyable and worried about toxins. Have been experiencing ear infections, hearing/ health problems, difficult sleeping, unable to concentrate. There is a decrease in property value. Insulted by comments about the same people calling on the complaint line.

8. Candace Urqhart (oral comments):

- Request discussion during the StART meeting about the cutting down of trees between the FAA and the Port, including who is requiring that trees are removed on private property without compensation? And who is taking responsibility? Only 10 minutes of public comment is inadequate and a joke.

9. JC Harris (oral comments):

- Communities are in a reactive mode. Cities should join together to establish a public group with a public fund to create a political organization different from the Port. The Port should be ours.

Appendix B

StART Potential Discussion Topics Survey Results as of 4-23-18

Question 1. Check THREE topics you are most interested in discussing.

Question 2. Give each of your top three choices (from Question 1) a priority ranking, with 1 denoting the highest priority. (Only rank your top three choices.)

TOTAL RESPONSES: 20

Topic	Number who chose topic in their top 3 choices	Number who chose topic as #1 priority	Number who chose topic as #2 priority	Number who chose topic as #3 priority
Sustainable Airport Master Plan	4	2	1	1
Airport Growth and related topics	3	1	0	2
Noise	10	4	4	2
Air quality, pollution, and public health	8	1	5	2
Impact mitigation, prevention, reduction –range of options	8	2	2	4
Shared economic development opportunities	2	1	0	1
Next Gen and Wake Recategorization	3	0	1	2
Visioning-preferred future for communities, airlines, Port, FAA	0	0	0	0
Overview of current studies and needed research	0	0	0	0
Air cargo	1	1	0	0
Understanding the Interlocal Agreement with the City of SeaTac	0	0	0	0
Community engagement and influence – how to increase effectiveness	1	0	1	0
Future technologies, including bullet trains, hyperloop technologies	1	1	0	0

Topic	Number who chose topic in their top 3 choices	Number who chose topic as #1 priority	Number who chose topic as #2 priority	Number who chose topic as #3 priority
3 rd runway impacts on communities	2	0	1	1
Q400s – intent of airlines, capital plans for fleet, timetable for use	2	1	0	1
Airport operations including future investment	1	0	0	1
Environmental sustainability efforts and programs	0	0	0	0
Environmental review processes	1	1	0	0
Airline flight operations, flight paths, nighttime flights, altitude analysis	4	2	2	0
Safety zone	0	0	0	0
Landside operations including TNCs, vehicle movement, private and commercial	3	1	1	1
Plans for baggage safety and luggage theft	1	0	0	1
Airport footprint	0	0	0	0
Specific powers and obligations and explanation of federal pre-emption	2	1	1	0
Traffic impacts, locally and regionally	3	1	2	0
Revenues – constraints and opportunities for spending	1	0	0	1

Appendix C

Bulletin Board of Technical Questions/Topics for Future Discussion or Follow-up

- Distribute information on the 39 grant assurances
- Determination of runway north/south flow
- Components of determination or changes to separation
- 65 DNL congressionally mandated?

StART FACILITATOR'S MEETING SUMMARY
Wednesday, June 27, 2018



SEA-TAC STAKEHOLDER ADVISORY ROUND TABLE

StART FACILITATOR'S MEETING SUMMARY

Wednesday, June 27, 2018

6:00–8:00 PM, Conference Center SeaTac Airport

Member	Interest Represented		Member	Interest Represented	
John Parness	Burien	X	Tejvir Basra	SeaTac	X
Terry Plumb	Burien	X	Robert Akhtar	SeaTac	X
Brian Wilson	Burien	-	Joe Scorcio	SeaTac	X
Lisa Marshall (Alt)	Burien	X	Jeff Robinson (Alt)	SeaTac	X
John Resing	Federal Way	-	Katrina (Trina) Cook	Tukwila	X
Chris Hall	Federal Way	X	Joon (Thomas) Lee	Tukwila	X
Yarden Weidenfeld	Federal Way	-	Brandon Miles	Tukwila	X
Sheila Brush	Des Moines	X	Lance Lyttle (phone)	Port of Seattle	X
Ken Rogers	Des Moines	X	Mike Ehl (Alt)	Port of Seattle	X
Michael Matthias	Des Moines	X	Clare Gallagher (Alt)	Port of Seattle	X
Eric Zimmerman	Normandy Park	X	Tony Gonchar	Delta Airlines	X
Earnest Thompson	Normandy Park	X	Scott Ingham (Alt)	Delta Airlines	X
Mark Hoppen	Normandy Park	X	Megan Ouellette	Alaska Airlines	X
Jennifer-Ferrer-Santa Ines (Alt)	Normandy Park	-	Matt Shelby (Alt)	Alaska Airlines	-
Laura Sanders	Lynden (air cargo)	X	Scott Kennedy	Alaska Airlines	-
Non-Member			Non-Member		
Randy Fiertz	Federal Aviation Agency	X	Joelle Briggs	Federal Aviation Agency	X

Additional Participants:

Eric Schinfeld, Port of Seattle

Marco Milanese, Port of Seattle

Facilitator: Phyllis Shulman, Civic Alchemy

Note taker: Megan King, Floyd Snider

Meeting Objectives:

To discuss and prioritize a list of potential actions for StART to explore related to preventing, reducing, and/or mitigating aviation noise. To consider constructive next steps including the formation of a StART aviation noise working group.

Welcome: Lance Lyttle, Airport Director

Lyttle welcomed participants and gave an overview of his intent for the meeting highlighting his interest in moving forward with some constructive ideas and recommendations for action. Lyttle stated that starting with this meeting and going forward, the group will focus on what we can do collaboratively to move toward practical solutions.

Lyttle participated by phone due to his travel schedule.

Member Introductions: StART Members

All members and participants introduced themselves and their affiliations.

Facilitator's Update: Phyllis Shulman, Civic Alchemy

The facilitator described that during the last meeting comments were received from the public about the public comment process during these meetings. Surveys were sent to StART participants to solicit feedback about where in the agenda to have public comment. As a result of the feedback, the public comment period has been moved to the end of the meeting.

The public comment period will be 10 minutes, with each commenter limited to 1–3 minutes each, depending on the number of commenters who wish to speak.

The facilitator also reminded the public that the StART community representatives at this meeting are appointed by their respective cities to represent their communities. She encouraged the public to engage with the StART community representatives if they have comments or concerns that they would like to see addressed.

Congressional Update on Aircraft Noise Mitigation: Eric Schinfeld, Port of Seattle

Schinfeld explained that many noise regulations are determined by Congress. Schinfeld summarized the status of five current bills in Congress that have a component related to noise mitigation.

FY18 APPROPRIATIONS

- PROVIDES FUNDING FOR FEDERAL GOVERNMENT THROUGH SEPTEMBER 30, 2018.
- Contained increased funding for eight Federal Aviation Administration (FAA) full-time equivalents (FTEs), one for each regional office, to focus on community engagement.
- The Port of Seattle (the Port) and cities have sent a joint letter calling for expedited hiring of this person in our region, and our Congressional delegation under Senator Murray's leadership has sent a similar letter.

FAA REAUTHORIZATION BILL

- Passed House on April 27, 2018.
- Contains multiple noise studies, including:
 - Adds Seattle to a national study of the impact of noise on human health near major airports;
 - Encourages exploration of the feasibility of dispersal headings or other lateral track variations to address community noise concerns;
 - Requires the FAA to complete within one year the ongoing evaluation of alternative metrics to the current Day Night Level (DNL) 65 standard;
 - Directs the FAA administrator to study the relationship between jet aircraft approach and takeoff speeds and corresponding noise impacts on communities surrounding airports; and
 - Requires a GAO report studying whether air traffic controllers and airspace designers are trained on noise and health impact mitigation in addition to efficiency.
- Contains language ensuring noise insulation funding eligibility for Highline Public Schools.

The Bill is currently in the Senate with unclear prospects, mostly due to issues related to pilot training requirements, unrelated tax issues, and lack of availability for Senate floor time.

NATIONAL DEFENSE AUTHORIZATION ACT

- The House version of the annual military funding authorization bill now contains the same legislation from the FAA bill that ensures eligibility for Highline Public School noise insulation funding (supported by U.S. Representative Adam Smith).
- The Bill has now passed the House and the Senate, and is awaiting a conference committee to resolve differences between the two bills. Final passage is expected in the next few months.

FY 19 APPROPRIATIONS

- In process now.
- House Transportation Appropriations bill, which includes the FAA, has several noise provisions, including:
 - Language that “strongly encourages the FAA to permit second round noise insulation to account for subsequent improvements in technology.”
 - “Directs the FAA to evaluate alternative metrics to the current Day Night Level (DNL) 65 standard, and requests that the FAA not rely solely on modeling and simulation for the evaluation.”
 - The committee also recommended that Regional Centers of Air Transportation Excellence should study “the impacts of aircraft noise on humans and effective methods for mitigating such impacts.”
- Unclear when appropriations will be finalized, possibly by September 30, 2018, due to controversy over other unrelated issues.

AVIATION IMPACTED COMMUNITIES ACT

- New legislation proposed by U.S. Representative Adam Smith.
- The legislation would help cities, localities, and neighborhoods engage with the FAA, and it would require that the FAA communicate directly with residents and locally-nominated leaders on issues of aviation noise and environmental impacts through the creation of community boards.
- It establishes a new “aviation impacted communities” designation, defined as any residential neighborhood or municipality located 3,000 feet below, and one mile on either side of any commercial jet route.
- It would require that the FAA develop action plans to respond to both communities’ concerns as well as any recommendations for mitigation identified in impact studies.
- It would expand the availability of mitigation funding for aviation-impacted communities outside of the current 65 DNL contour.
- However, there is not a clear path to passage for this legislation at the current time.

Christine Nhan, U.S. Representative Adam Smith’s field representative, added that this legislation is being prepared in coordination with the Port, FAA, and others. This bill is a starting point and they are always interested in gathering additional feedback. They have been working with the Quiet Skies Coalition, who is also supportive. U.S. Representative Pramila Jayapal’s office is also supportive. Nhan encouraged StART participants and the public to reach out to other Quiet Skies Coalition groups throughout the country to get other members of Congress to support the legislation.

Aviation Noise Discussion: StART Members

The main topic of the meeting was a discussion on aviation noise. In preparation for the meeting, StART members were asked to provide information about their entity's previous, existing, and currently proposed efforts to prevent, reduce, and/or mitigate aviation noise. This information was compiled into a table to be used as a foundation for discussion.

StART members were asked to come prepared to identify and discuss potential actions that can be explored by StART to address aviation related noise. Members provided a range of ideas. After consolidating the list, members were asked to prioritize the list in order to get a sense of the top two to three ideas that could be explored further.

The list of possible actions was meant to be a starting point for discussion. The ideas included:

- Include elected officials at City, State and Federal level in the process
- Identification of near-term actions that can be taken now and identification of best practices from efforts elsewhere
- Modification to air operations:
 - Restrict night time flights
 - Restrict prop planes and/or cargo flights
 - Provide clarity on how flight volume is determined
 - Revise long-term plan related to air cargo/restrict additional regular flights
 - Look at current mitigation techniques (with FAA) that can be applied to air operations
 - Restrict flight paths over residential areas
 - Modify takeoff angles (utilized by Frankfurt Airport)
- Modification to ground operations:
 - Evaluate modifications to operations/activities on airfield to reduce noise toward residences
 - Reduction of ground noise and noise attenuation/cancellation mitigation
 - Evaluate restrictions on westernmost runway and whether changes can be made to what planes use which runway
 - Look at reducing/restricting use of reverse thrust during landings
- Focus on operations actions instead of mitigation actions
- Construction of additional airport/reduce number of flights at Sea-Tac
- Upgrade/replace aging residential sound insulation
- Identify areas where incremental progress can be made given all existing limitations, restrictions, and funding issues

- City modifications to land use and zoning
- Explore potential mitigation funding in areas outside the 65 DNL zone
- Survey communities for data on local impacts for clearer understanding of community impact (fatigue, land value, etc.)
- Look at appropriateness of using DNL measurement as benchmark for evaluating noise
- Hear from representatives from bullet trains/hyper loop

The highest priorities were the identification of near-term actions that can be taken now, potential modifications to air operations, and potential modifications to ground operations. There was also interest in identifying appropriate ways to engage elected officials at the City, State, and Federal level in the process.

A small working group or groups were established to explore and discuss the ideas in more depth and to provide recommendations for potential actions. StART members were surveyed for their interest in participating in a small working group. Nine members were interested. The prioritized list will be refined and used as a basis for the focus of the working group(s). Additional ideas may emerge in the process. Subject matter experts including the airline, FAA, and air cargo representatives will participate as needed.

Sea-Tac Airport Updates

CAPITAL PROJECTS (SAMP) – CLARE GALLAGHER, PORT OF SEATTLE

Gallagher explained that the Port will be hosting public hearings for the Sustainable Airport Master Plan (SAMP) in the early fall. The scoping period starts in late July with 4 to 5 scoping meetings and will include webinars, online open houses, etc.

OPERATIONS – MIKE EHL, PORT OF SEATTLE

Ehl provided an operations summary:

- Passenger percentage is up 5.8%, year to date.
- Air cargo percentage is up 5.1%. Year to date, 37,083 tons through May.

Public Comment

Compiled public comments are included here as Appendix A.

Meeting Wrap-Up: Lance Lyttle, Mike Ehl, & StART Members

Lyttle reiterated the intent of StART was to develop solutions to bring to the elected officials for possible action not to omit them from the process. This intent of StART to be an advisory body was confirmed by a number of City Managers who participated in the design of StART.

Next Meeting: Tuesday, August 21, 2018 (NOTE DATE CHANGE)
Sea-Tac International Airport Conference Center, 6:00 pm – 8:00 pm

MEETING EVALUATIONS

of responses 1

1. Overall Meeting Experience	Poor	Fair	Good	Very Good	Excellent
		1			

2. Presentations	Not Useful	Somewhat Useful	Very Useful
	1		

3. Discussion	Not Useful	Somewhat Useful	Very Useful
		1	

4. Overall Comments, Suggestions, or Questions

The FAA industry did not speak...that's horrible. Why are you afraid of hyper loop and bullet train Reps?

5. Outreach and engagement involvements reported during the last two months

N/A

Appendix A

Summary of Public Comments

1. Jean Hilde (Shoreline; oral comments):

- Referenced “Final Report re: Greener Skies Over Seattle” released by the FAA describing Shoreline as central to the changes that would be happening north of the airport.
- She has lived in her Shoreline home since 1995. About two years ago, what had been very infrequent aircraft noise turned into, virtually overnight, a jet aircraft over her home every 30–60 seconds, for hours at a time with no break, from 5 AM to midnight when south flow is in effect.
- Many approach paths have been narrowed into a single sacrificial corridor, over her home and all homes along the I-5 corridor.
- Her home and her neighborhood are now subjected to 90 percent of aviation noise from southbound aircraft. Flight trackers show flights often as low as 3,000 feet, which may not sound terrible to StART members who live in the southern cities, but these flights are every 30–60 seconds.
- She now is wearing earplugs indoors and can no longer enjoy her garden or deck due to the incessant aircraft noise. She and her family are basically trapped indoors.
- Growth demand driven by passengers, so why are airlines offering deals to fly?

2. Candace Urquhart (member of Quiet Skies Puget Sound; Des Moines; oral comments):

- Because of money received for the 3rd runway, the Port can’t make changes or otherwise will violate FAA rules that came with accepting the funding.
 - Constrains ability to restrict night flights, or make any other changes.
- Congress is now owned by the oil industry.
- Hopes that the SAMP will not be proposing the same thing.
- Suggests we pay back the grants to allow ability to restrict night flights.

3. Marianne Markkanen (member of Quiet Skies Coalition; oral comments):

- At last SAMP meeting, the Port stated that there are 46.9M passengers now, and projects 56M passengers, with no new runways.
- Has flight traffic overhead every 30 seconds.
- Referenced a Wall Street Journal article (from March 8, 2018) about the FAA and reducing noise significantly by reducing the speed of departures. FAA is working with

Boston Logan to mitigate noise problem. Why are they not also working on something like this here? Provided additional statistics from article.

- Has been involved for 12 years and the conversation is the same.

4. Larry Cripe (President of Quiet Skies Coalition; Burien; oral comments):

- Brought image of westerly flight path over Burien in the form of a runway, since westbound traffic could be considered a “4th runway.”
- FAA made decision (arbitrary and capricious), with seven proposals in front of them, to select Seahurst and Burien as the new departure path as those communities would not have the funding or strength to fight the decision.
- Group should be outraged that the FAA will not come and discuss this. Requests FAA members in attendance to tell Brad Tilden (CEO of Alaska) that he will be receiving a letter from the citizens of Burien and the FAA will be hearing from them.

5. Anne Kroeker (Des Moines; oral comments):

- Doesn’t see other affected communities such as Shoreline, Vashon Island, or Capitol Hill, at the table, but they are equally affected. All communities under the flight path should be represented.
- In addition to near-term considerations, should also look at what is “least harm” to humans and natural environment. Asking for comments from the people at the table of how they can do less harm.
- Requesting delay in SAMP because SAMP has not yet addressed any issues brought up from today or from the past 20 years.

6. Debi Wagner (Burien; oral comments):

- Reverse Thrust—difficult to implement because the 3rd runway has short exits. Potential option to not use 3rd runway. It is harming a lot of people through the use of the 3rd runway at night, and it’s possible to not do that. There’s no mitigation around the 3rd runway like there is for the other two runways.
- Airport neighborhood in Chicago has 20 families with cancer. Flights overhead (ORD) at 500 feet. Does not want this same impact to be occurring here. Does not want herself or anyone else in her neighborhood to be a victim to this.
- FAA is hiding behind the ambiguity of ‘there is no science’ so we can’t understand if it is legitimate at all.

7. Gigi Sather (Federal Way; written comments):

- I am a NW lady, born in Seattle, moved to Federal Way 45 years ago. I live in Marine Hills, a community right next to Redondo Beach. I have raised my family here and life

in my residence has been wonderful up to two years ago. We now do not have a life outside in the yard (no picnics, no conversation, etc.). It has been shocking. Each of us are only a product of our own life experiences! The impact on our communities, our schools (two in my immediate neighborhood). These children are playing outside in this environment. The health issue is real!

Why not fly over the Puget Sound water in the south end like you are in the north end? Are you really listening? Do you really care? This is solvable. Check again with Chris Hall (StART representative). He knows what he is talking about. He creates flight patterns for many airports in the U.S. He knows what he is talking about. It really is an easy fix if you would listen . . . if you really cared. We are talking about people and quality of life. Are you listening?!

8. Anonymous (written comments):

- Short-term actions:
 - Change flights so that no flights depart or arrive after 10:00 pm or depart before 6:00 am.
 - FAA—stop flying turbo props and 737s over my bedroom and house. It disrupts my sleep. The jet fuel residue adds a layer of dark oil residue on my organic vegetable garden. STOP NOW!
 - Stop arrivals on Runway 3. The noise pollution rattles my windows.
 - Move cargo flights to Moses Lake.
 - Move all commuter flights to Paine Field
 - Move international flights to McChord.
 - Stop all flights on Runway 3 after 8:00 pm and until 7:00 am.

StART FACILITATOR'S MEETING SUMMARY
Tuesday, August 21, 2018



SEA-TAC STAKEHOLDER ADVISORY ROUND TABLE

StART FACILITATOR'S MEETING SUMMARY

Tuesday, August 21, 2018

6:00–8:00 p.m., Conference Center Sea-Tac Airport

Member	Interest Represented		Member	Interest Represented	
John Parness	Burien	-	Tejvir Basra	SeaTac	-
Terry Plumb	Burien	X	Robert Akhtar	SeaTac	-
Brian Wilson	Burien	X	Joe Scorcio	SeaTac	X
Lisa Marshall (Alt)	Burien	-	Steve Pilcher (Alt)	SeaTac	X
John Resing	Federal Way	X	Katrina (Trina) Cook	Tukwila	-
Chris Hall	Federal Way	-	Joon (Thomas) Lee	Tukwila	-
Yarden Weidenfeld	Federal Way	X	Brandon Miles	Tukwila	-
Sheila Brush	Des Moines	X	Lance Lyttle (phone)	Port of Seattle	X
Ken Rogers	Des Moines	X	Mike Ehl	Port of Seattle	X
Michael Matthias	Des Moines	X	Clare Gallagher (Alt)	Port of Seattle	X
Eric Zimmerman	Normandy Park	-	Marco Milanese	Port of Seattle	X
Earnest Thompson	Normandy Park	X	Tony Gonchar	Delta Airlines	-
Mark Hoppen	Normandy Park	X	Scott Ingham (Alt)	Delta Airlines	-
Jennifer-Ferrer-Santa Ines (Alt)	Normandy Park	-	Scott Kennedy	Alaska Airlines	X
Laura Sanders	Lynden (air cargo)	X	Matt Shelby (Alt)	Alaska Airlines	X
Non-Member			Non-Member		
Randy Fiertz	Federal Aviation Agency	X	Joelle Briggs	Federal Aviation Agency	-

Additional Participants:

Steve Vale, FAA

Stan Shepherd, Port of Seattle

Vince Mestre, Aviation Noise Consultant

Facilitator: Phyllis Shulman, Civic Alchemy

Note Taker: Megan King, Floyd Snider

Meeting Objectives

To review and discuss information from the initial meeting of the Aviation Noise Working Group. To develop shared understanding of Seattle region's airspace and flight paths.

Welcome

Lance Lyttle, Sea-Tac Airport Director

Lyttle reiterated the intent of the StART group is to bring together representatives from six neighboring communities along with representatives from the airlines, the Federal Aviation Administration (FAA), and air cargo to brainstorm issues and to develop relevant actions that address these issues. StART is not intended to be a policy decision-making body, but the objective is to identify issues and develop recommendations to take to those bodies that have the responsibility and authority to make decisions. Lyttle stated that subject matter experts will be included as resources to StART and to StART subgroups. He expressed excitement that feedback from the first StART Aviation Noise Working Group was positive.

Member Introductions

StART Members

All members and participants introduced themselves and their affiliations.

Facilitator's Update

Phyllis Shulman, Civic Alchemy

The facilitator described the original intent of StART. It was established to provide a forum that fosters respect and goodwill, and improves working relationships while reaching tangible recommendations and solutions. In order to create a constructive environment that enhances cooperation, the facilitator stated that it is important that StART participants feel that their engagement is valued. StART members were asked to share what would help them to feel valued in this process. The range of answers included: seeing actual outcomes, providing for a range of perspectives to be heard, follow-up actions on issues, providing participants with an awareness of competing issues that may not match their own, the ability to have open dialogue among all parties, for all individuals to have a voice, and tangible operational improvements.

StART participants were also asked to identify the conditions that support a constructive working environment for the group. Answers included: trust, right expertise around the table, answers about what can be done and not what can't, patience, attitude and willingness to move toward "how," integrity, honesty, meaningful responses from both sides, active listening, willingness to walk in others' shoes, open communication, and evidence of progress.

An issue was raised regarding whether a StART community representative can designate an alternative when the representative cannot attend a StART meeting. The facilitator and Mr. Lyttle reviewed the operating procedures that state that community representatives are designated by their city and that there is no provision for a community representative to designate an alternative. City staff representatives do have an alternate designee. This issue will be discussed outside of the formal meeting time.

Aviation Noise Working Group Briefing and Discussion

Earnest Thompson, StART Member; Stan Shepherd, Port of Seattle; Vince Mestre, Consultant

The StART Aviation Noise Working Group (Working Group) reported on their first meeting and solicited feedback and questions from StART participants. Shepherd explained that the Port of Seattle (Port) hired Vince Mestre as a technical noise consultant to assist with the Working Group. Mestre's qualifications were shared with the group. Thompson provided the following summary of the first Working Group.

StART Aviation Noise Working Group Facilitator's Meeting Summary Thursday, August 16, 2018

Meeting Objectives:

- To establish the Working Group.
- To begin discussion and prioritization of a list of potential actions for StART to explore related to preventing, reducing, and/or mitigating aviation noise.
- To consider constructive next steps.

Meeting Summary: *The Working Group attendees included StART members, as well as resource representatives from the airlines, the FAA, and the Port. To assist the Working Group, the Port hired a technical consultant, Vince Mestre, who specializes in airport noise and has experience working with stakeholder groups. Vince introduced himself and shared information about his expertise.*

The meeting's main focus was to review, refine, and/or expand upon the initial list of near-term strategies identified by StART at the June 27 StART meeting. Long-term potential strategies could also be identified and considered as part of a future work plan. The Working Group suggested that it is important to clarify and identify who has authority to influence/make decisions for each specific potential action. Port staff and the consultant provided context for each of the initial strategies including identifying relevant history, opportunities, challenges, and examples from other airports (domestic and international), including best practices. Potential strategies discussed included:

- *Runway Use Agreement/Memorandum of Understanding (MOU)*
- *Nighttime voluntary curfew*
- *Glide slope & optimized profile descent analysis*
- *Airfield noise/reverse thrust assessment*

The Working Group members, as well as the resource representatives, reviewed the potential strategies and confirmed that these potential strategies are worthy of further exploration.

Next Steps: *The Working Group decided to meet monthly for at least the next three months. Members identified additional information to be brought to the next meeting including statistics on night operations (including arrivals, departures, carriers, aircraft type, and seasonal data),*

clarification of what Port funds can be applied to noise mitigation, and examples of runway use agreements/MOUs. Suggested topics for the next meeting's agenda included:

- Review of a draft work program for the Working Group that identifies potential actions, additional analysis or information needed to evaluate each strategy, and who will follow up with each task.
- Suggestions for additional potential measures including best practices that the consultant may be aware of.

The Working Group members, Port staff, and Mestre reviewed the potential strategies with the StART participants. Shepherd and Mestre reviewed the initial potential strategies in more detail.

Runway Use Agreement/MOU): *The Working Group will analyze 3rd runway use and identify if opportunities exist that can reduce the use of the 3rd runway during times of lower operation. Mestre gave examples of how MOUs are utilized for runway operations at other airports and explained that each airport is unique.*

Voluntary Nighttime Curfew: *The Working Group will analyze night flights and determine what the parameters might be and what steps could be taken to explore a voluntary nighttime curfew. Mestre gave examples of how Fly Quiet programs have been utilized at other airports to help incentivize the reduction of nighttime air traffic.*

Glide Slope: *The Working Group will expand their understanding of the airport's runway glide slopes and the implementation of Optimized Profile Descent and explore whether there are potential modifications that could help to reduce aviation noise.*

Airfield Noise: *The Working Group will explore and expand their understanding of the range of activities, including reverse thrust, that may contribute to airfield noise. They will consider the sources of noise including time of day, originating locations, airfield operations, and community impacts, and will consider potential noise reduction strategies.*

StART members shared concerns, asked technical and operational questions, and discussed the information shared from the Working Group. There was general concurrence that these potential strategies are worthy of further exploration.

Presentation and Discussion: Air Traffic Overview

Steve Vale, Air Traffic Manager, FAA, StART Members

Vale gave a presentation and fielded questions on airspace and runway use at Sea-Tac Airport. The presentation can be found [here](#). His presentation covered a range of information. Highlights included:

- At Sea-Tac Airport, the Seattle TRACON (Terminal Radar Approach Control) controls flights up to 15,000 feet and a radius of approximately 40 miles. The Seattle ATCT (Airport Traffic Control Tower) controls approximately 5 mile radius up to 2,000 feet.

- The primary reason for the direction aircraft arrive and depart is due to the direction of the primary winds and how they affect safety. Aircraft take off and land into the wind during each operation.
- Runway separation of 2,500 feet is required for simultaneous arrivals and departures.
- There is a single taxiway on the south end of the airport. This can lead to congestion and to limitations on where planes can wait.
- Sea-Tac Airport and Boeing Field (4 miles away) have to coordinate air traffic. Their proximity creates limitations. For example, when in north flow the air traffic controllers must visually separate arrivals and departures into and from both airports. When visibility is low due to weather or air quality, radar is utilized requiring a separation of 3 miles between airplanes.
- Sea-Tac is slotted to receive Wake Turbulence Recategorization in October 2018, but minimal changes are expected.
- Current formation, known as the four-post plan, is for airplane arrivals to enter from all four corners (SE, NE, SW, and NW) and departures to exit on the compass posts (N, S, E, and W).
- Over time there have been changes to the fleet mix. There has been a decline in smaller prop planes and an increase in larger heavy jets. Larger jets require greater separation.

Discussion and several questions followed his presentation regarding the Burien turn for turbo-props, missed approaches, air traffic control rules for freight-only flights, FAA consideration of community impacts, whether the FAA is involved in deciding when an airport has reached maximum capacity, who is involved in policy making, and the process for changing flight paths.

Public Comment

Compiled public comments are included here as Appendix A.

Meeting Wrap Up

Lance Lyttle & StART Members

Lyttle thanked the members and the public for attending, and continuing to work toward solutions. He reiterated that the intent of StART is to bring parties together to identify practical solutions to issues. He also encouraged StART participants to continue working towards that goal.

<p>Next Meeting: October 24, 2018, 6:00 pm–8:00 pm Location: Conference Center Sea-Tac Airport</p>

MEETING EVALUATIONS

of responses 1

1. Overall Meeting Experience	Poor	Fair	Good	Very Good	Excellent
			X		

2. Presentations	Not Useful	Somewhat Useful	Very Useful
		X	

Comments: FAA presentation was a little too technical.

3. Discussion	Not Useful	Somewhat Useful	Very Useful
		X	

Comments: Need to know at start of the meeting how many public comments there are so we can adjust accordingly.

4. Overall Comments, Suggestions, or Questions:

Appendix A

Summary of Public Comments

1. David Goebel (Vashon Island; oral comments):
 - Commented on operations and flight paths and the current FAA NexGen Scorecard.
2. Bernedine Lund (Quiet Skies Puget Sound; oral comments):
 - Inquired as to StART's final goal, and what they want to have happen 20 years from now? Stated there are only so many planes that can operate within Sea-Tac's small footprint.
3. Sue Petersen (Quiet Skies Puget Sound; oral comments):
 - Suggested that instead of speculating on aviation noise it is better to listen to the community. She lives under the 3rd runway glide path, and the sound is deafening.
4. Debi Wagner (Quiet Skies Puget Sound; oral comments):
 - Played a recording of flights over her house and expressed frustration with being asked to be respectful during the meetings. Described daily abuse from airport as bullying.
5. Larry Cripe (Quiet Skies Puget Sound; oral comments):
 - Commented that In Burien the flight path decision was made assuming Burien could not fight back.
6. Alli Larkin (Quiet Skies Puget Sound; oral comments):
 - She has lived in Des Moines for 39 years. She read from a 2015 article that discussed aviation noise impacts. The article indicated that Next Generation procedures were a potential cause of increased aviation noise.
 - National Sky Justice had their first meeting last week and will be a force in addressing the issues.
7. Dr. Wendy Ghiora (oral comments):
 - The Port has a responsibility to the communities beneath the runway that are exposed to carcinogens, noise, and sleep deprivation. Please consider these before expanding the size of the airport.
8. Kent Palosaari (oral comments):
 - Children's health was not on the list of issues for StART to address and should be.
 - Asks that StART begin working with the community, rather than against it. There is still a trust problem for many in the communities.

9. Austin Smith (Normandy Park; oral comments):
 - Commenting on the meeting itself, at all of these meetings, for every one person that shows up there are hundreds that do not. Please do not forget to consider those that do not have the ability to be here in person.
10. Seth Osborn (oral comments):
 - When he goes outside to create his YouTube videos, he needs to pause and wait until the airplane noise subsides. He would like the group to take the concerns of the public into actual consideration.
11. J.C. Harris (oral comments):
 - There is no Memorandum of Agreement that could be signed that the public would think it was worth the paper it was signed on.
 - Do the people at the table have the stamina to fight this fight for years to come?
12. Anne Kroeker (oral comments):
 - She lives beneath two flight paths where planes operate at different altitudes. This parameter should also be addressed.
 - The carbon footprint of airport operations needs to also be addressed. She wants an explanation for the number of missed arrivals.
13. Dana Hollaway (oral comments):
 - Until impacts are evaluated and addressed, the Airport Master Plan should be rejected. It is unacceptable to the community.
14. Blanche Hill (oral comments):
 - She has lived under flight paths for many years. Particulate matter from the planes covers the streets. She believes what needs to happen is the development of a hyperloop as a transportation alternative.
15. Joe and Shirley Compos (written comments):
 - It is completely outrageous how many take-offs are diverting directly over Burien. We did not purchase our house 26 years ago to be directly in the flight path of all of the excessive flights being jammed into Sea-Tac's schedule. The noise of direct overhead jets and propeller flights impacts our peaceful neighborhood terribly. I also know this impacts pets, wildlife, and the general health of our community.
 - Also, we wonder what happens to and who reviews airport noise emails that are sent to noiseabatement@portseattle.org. We would also like accountability and action instead of finger pointing between the FAA, Port of Seattle, and Alaska/Delta Airlines.
 - It appears reverse thrust is being used unnecessarily as a general guideline, and far too much at night, which interferes with sleep, quiet time for neighborhoods as well as nighttime wildlife such as owls. Will all 3 runways ever be constantly used? How about if Sea-Tac Airport built a 20-foot high noise abatement wall as they do along highways?
16. Susan Cwiertnia (written comments):

- Dispersion concept is intriguing and I would like to see more progress in this area. We live in Des Moines area (Woodmont Beach/Marine View Dr.). This is directly under the approach for North Flow and we can read numbers on bottom of jets as they land.
- The past few months we have noted jets landing overhead every 40 to 120 seconds. This is a very high and concentrated frequency directly overhead. The noise is indescribable and unhealthy. We can't even talk to our neighbors. Dispersing the flights in the corridor to lessen frequency would be a helpful start. Sad to say that when the planes were grounded during the Horizon Air incident the other week, the silence was deafening, but much appreciated. With the noise gone we actually had relaxation and quiet enjoyment of our home, beautiful community and nature. Dispersion is only near-term. Long-term should be a new airport.

17. Anonymous (written comments):

- Keep to your N-S runway. STOP flying over Burien . . . We are not “too poor and uneducated to stop you.”
- Stop reverse thrust between 10 pm and 7 am unless you are going to crash.
- Stop adding more air traffic and freight to this airport: It's past capacity!!! Build an airport to the north.
- Airport runoff is still killing the returning salmon in our local streams that run down to the cove in Normandy Park. The airport needs to haul off this tainted water and additives.
- The airport air pollution causes cancer and lung problems and heart issues. This additional morbidity and mortality needs to be acknowledged.

18. Deborah Dennis (written comments):

- I'm looking for real numbers in terms of projected growth; long-term realistic solutions for a wonderful area with a growing economy. I agree with Joe Scorcio that it's time to move to solutions. Let's start taking bites out of this apple before it takes a bite out of us.

19. Brooke (written comments):

- I am concerned about planes veering due west from the runways over Lake Burien and my own home, 3 houses south of the lake. Flights over the lake are occurring daily and I do call “Quiet Skies” Hot Line to report them. How are these due west routes allowed by the FAA?

20. M.J. Weaver (written comments):

- The Advisory Round Bd. is weak and needs to be more decisive.
- The reason given “reverse thrust performance” may save money for the airlines, but the homeowners' value of their homes is devalued.
- The taxes for us have not decreased.
- This reason of “reverse thrust” should not be used unless it is an emergency. It is often used at nighttime.

- Many citizens have called in at the time of excessive noise, identifying the airline and time, but nothing is accomplished. Our voices are not heard.
- The people who can make decisions are not present here. Are we just beating the air?
- The reverse thrust is not always N and S problem. The take-off goes west often and extremely noisy and low over Burien. The aircraft departing over Burien is most frequently Alaska.

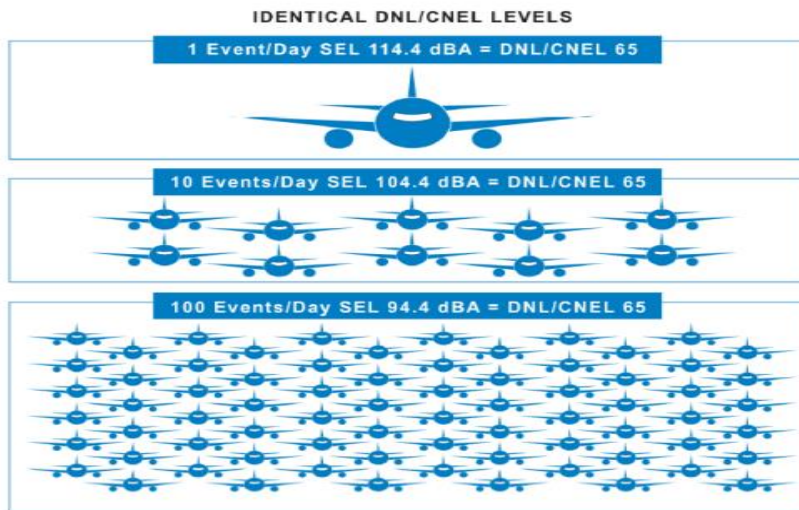
21. Arut Fox (written comments):

- I heard lots of comments about safety of airplane travel—what about the safety of those living below the airplanes who have flights going over every minute? We can't talk when we are outside until the flight goes over and then talk fast for 50 seconds until the next plane. We can't leave our windows open—even in this hot weather. We have to have tax relief—my property taxes went up 32 percent. How can we be treated as mansions and have no sanity? I have spent thousands of dollars on new windows and insulation to no avail. Now I need an air conditioner because I can't open my windows if I want to sleep at night or talk on the phone. King County Assessor needs to be involved here! Property assessments have to include environment! State Reps and U.S. Senators and Congressional Representatives need to be involved!

22. Jean Hilde-Fulghum (Shoreline; written comments):

- I'm Jean Hilde-Fulghum and I'm from Shoreline, which is 25 miles north of Sea-Tac. In its "Greener Skies Final Report," the FAA called Shoreline ". . . *central to the area where procedures would be changing north of the airport.*" We in the north-end have witnessed those changes and they are not good.
- I've lived in my home since 1995. About three years ago, what had been a half-dozen planes a day turned into (seemingly overnight) a jet aircraft roaring overhead literally every 30 to 60 seconds, for hours at a time with no silence in between. This goes on from 5:00 a.m. until well after midnight on days when Sea-Tac is in south flow, about nine months out of the year. A single over-flight at the FAA's DNL of 65 may be just an annoyance. Hundreds of over-flights per day is cruel and unusual punishment. Roaring aircraft throughout the night causing sleep deprivation is nothing less than torture.
- My understanding of what the FAA meant by "procedural changes" was the implementation of RNP procedures, which, for the sake of efficiency, re-route the majority of south-bound arrivals into a single narrow corridor rather than the conventional widespread approach patterns, every single aircraft taking the exact same approach. This "sacrificial" corridor goes right over my home and my neighborhood.
- Thus, the aviation noise that used to be shared by the wider community is now entirely dumped onto the lower socioeconomic communities along the I-5 corridor. We're getting all of the noise without any of the economic compensation that is said to come with airport growth. This concentration of aircraft is also unfairly dumping aviation pollution over our homes, pollution that is well known to cause numerous health problems. We're getting all of the downside with none of the upside.

- This unjust noise dumping has robbed us of the peace of our own homes and yards. I cannot work in my beloved garden. I literally wear earplugs inside my home. We in the north-end are also being subjected to increasing traffic going into Paine and Boeing fields, traffic that is frequently at low altitude in order to accommodate southbound Sea-Tac aircraft.
- My neighbors and I are suffering. Despite being 25 miles from Sea-Tac, we now have a virtual runway over our heads that operates on a 24/7 schedule. Our north-end communities are being severely impacted by NextGen changes and Sea-Tac's growth. We, too, need to be included in these discussions.



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StART FACILITATOR'S MEETING SUMMARY
Wednesday, October 24, 2018



SEA-TAC STAKEHOLDER ADVISORY ROUND TABLE

StART FACILITATOR'S MEETING SUMMARY

Wednesday, October 24, 2018

6:00-8:00 pm, Conference Center SeaTac Airport

Member	Interest Represented		Member	Interest Represented	
John Parness	Burien	-	Tejvir Basra	SeaTac	-
Terry Plumb	Burien	X	Robert Akhtar	SeaTac	X
Brian Wilson	Burien	X	Joe Scorcio	SeaTac	X
Lisa Marshall (Alt)	Burien	-	Steve Pilcher (Alt)	SeaTac	X
John Resing	Federal Way	X	Katrina (Trina) Cook	Tukwila	X
Chris Hall	Federal Way	X	Joon (Thomas) Lee	Tukwila	-
Yarden Weidenfeld	Federal Way	X	Brandon Miles	Tukwila	X
Sheila Brush	Des Moines	X	Lance Lyttle	Port of Seattle	X
Ken Rogers	Des Moines	X	Mike Ehl	Port of Seattle	X
Michael Matthias	Des Moines	X	Clare Gallagher (Alt)	Port of Seattle	X
Eric Zimmerman	Normandy Park	X	Marco Milanese	Port of Seattle	X
Earnest Thompson	Normandy Park	-	Tony Gonchar	Delta Airlines	X
Mark Hoppen	Normandy Park		Scott Ingham (Alt)	Delta Airlines	X
Jennifer-Ferrer-Santa Ines (Alt)	Normandy Park	-	Scott Kennedy	Alaska Airlines	X
Laura Sanders	Lynden (air cargo)	-	Matt Shelby (Alt)	Alaska Airlines	X
Non-Member			Non-Member		
Randy Fiertz	Federal Aviation Agency	-	Joelle Briggs	Federal Aviation Agency	X
Stan Shepherd	Port of Seattle	X			

Additional Participants:

Dr. Robert Stoker, Boeing Company

Facilitator: Phyllis Shulman, Civic Alchemy

Note Taker: Megan King, Floyd Snider

Meeting Objectives:

To review and discuss progress from the Aviation Noise Working Group. To develop understanding of forthcoming fleet changes and how those may impact aviation noise.

Welcome

Lance Lyttle, Sea-Tac Airport Managing Director

Lyttle commented that StART was started to work collaboratively to identify potential solutions to issues raised by surrounding communities. Lyttle emphasized that he is dedicated to working toward this goal, and this is why he has provided significant airport and consultant resources to this effort and enlisted the engagement of the FAA and the two major airlines. Lyttle reinforced his belief that the near-term actions identified and discussed by the working group will result in real change for the communities.

Lyttle noted that in order to make progress on the identified issues, he met twice since the last StART meeting with the City Managers for a mid-year check in. At these meetings, Lyttle and the City Managers discussed how to increase effectiveness of StART and agreed, by consensus, upon changes to the StART Operating Procedures. The revised StART Operating Procedures were distributed to all StART members prior to the meeting.

Lyttle acknowledged the frustration that the public may feel with the limited opportunity for public comment during the StART meetings. StART is intended to be a working group and given the time limitations is not set up to be the most appropriate forum for receipt of public comment. Lyttle is exploring other options for a forum where the public would have more opportunity to comment.

Facilitator's Update

Phyllis Shulman, Civic Alchemy

The facilitator noted one change to the agenda – adding Alaska, in addition to Delta, in the discussion regarding updates on fleet changes.

FAA Reauthorization and SAMP Update

Clare Gallagher, Port of Seattle

Gallagher provided a brief update regarding FAA Reauthorization. The 5-year FAA Reauthorization Bill (Bill) has been passed by Congress and signed into law. The Bill includes infrastructure and grant provisions, primarily for airport facility improvements. Many details of what is included in the Bill are still being analyzed and the FAA is in the process of reviewing the Bill to determine implementation steps. Funding has not yet been appropriated. A few of the items known to be included in the Bill are:

- Creation of a noise ombudsman in each region. This was in addition to the community outreach position funding included last year. The Bill also includes funding for noise impact studies on surrounding communities. Seattle was included as one of the cities to be included in the study.
- Several other noise provisions also included:
 - Study on the impact of takeoff/landing speeds on community noise levels
 - Study on dispersion of flight track paths
 - Study of noise exposure on surrounding neighborhoods (different than human health study)
 - Study on feasibility of phasing out Stage 3 aircraft
 - Environmental mitigation pilot program for air, noise, water studies on areas surrounding airports

A StART member commented that the FAA Reauthorization Act does not include Rep. Adam Smith's request for an ultrafine particulates impact study. She stated that the Highline School District's school funding fix was not included in this Bill, as it was already included in a prior bill.

The member also stated that she thinks that the language in the Bill is ambiguous, and that there were some very important other things included in the Bill. It was suggested that StART look into what the requirements are to become a metroplex, what the pros and cons of a classification change might be and what aspects of the Bill apply to Sea-Tac.

Sustainable Aviation Master Plan (SAMP) UPDATE

The 60-day scoping period closed 9/28. Over 300 public members participated in the comment process. The Port received 700+ comment submittals, with 300+ coming from the Quiet Skies group, as they were self-identified.

The Port is now reviewing comments, and preparing a list of all comments in coordination with the FAA. They expect to prepare a Response to Comments and to report to the Port Commission in early 2019.

Aviation Noise Working Group Briefing and Discussion

Joe Scorcio StART Member

The StART Aviation Noise Work Group (Work Group) reported on their meeting and solicited feedback and questions from StART participants. Scorcio provided the following summary of the September 24 Work Group meeting.

StART Aviation Noise Working Group Facilitator's Meeting Summary Monday, September 24, 2018

Meeting Objectives: To review data on nighttime flight operations and to discuss examples of runway use letters of agreement from other airports. To discuss and consider constructive next steps.

Meeting Summary: The Working Group attendees included StART members, as well as resource representatives from the airlines, the FAA, and Port of Seattle.

The meeting's main focus was to review data on nighttime flight operations. A few key findings are:

- *Between midnight and 5 am activity decrease significantly*
- *There are approximately 46 night takeoffs and landings between midnight and 5:00am (some seasonal variations)*
- *The majority of night flights are domestic*
- *The majority of cargo flights utilize wide body aircraft*

The discussion focused on identifying additional data that would help inform the crafting of a possible voluntary nighttime curfew.

The Working Group provided guidance to the airport staff and consultant to focus attention on exploring options for reducing aviation noise between the hours of 12:00am to 5:00am and to hone in on identifying what is creating the greatest noise impacts for communities north and south of the airport,

(for example, a specific flight, type of aircraft, a specific flight path or runway, etc.) and identifying actions related to flight operations that could reduce these impacts.

The Working Group reviewed and discussed examples of letters of agreement for runway use from a variety of airports. The noise consultant reviewed some lessons learned from other airports. The Working Group will consider whether a revised Letter of Agreement between the Port of Seattle and FAA would be worthwhile and what might be revisions to consider. Some possible revisions discussed included 3rd runway use at night and documenting procedures that are currently going well.

The Working Group briefly discussed the development of the work program. The Working Group suggested that it is important to clarify the overall goals of the work program. Suggestions for goals included: to make improvements to reduce the impact of nighttime noise, collect and share information about the who, what, where, and when related to noise impacts, and to identify specific noise reduction measures to explore.

The Working Group will refine their guidance on a voluntary curfew and letter of agreement for runway use after additional data is reviewed and after input from StART. The Working Group emphasized the importance of the cooperation of the FAA and airlines in these discussions and exploration of options.

Next Steps: *The Working Group decided to add an additional meeting in December. Members identified additional information to be brought to the next meeting including specific mapping of flight tracks between midnight and 5:00am, additional information about the rationale for specific flights to be at the times they are, any projections on possible increases in nighttime flights, and upcoming carrier fleet changes.*

Based on the information discussed in the meetings, the Working Group requested that the Port and the FAA discuss, among themselves, what improvements could be made to the previous Letter of Agreement to reduce nighttime noise.

The next meeting will include discussion of a draft work program for the Working Group that identifies potential actions, additional analysis or information needed to evaluate each strategy, and who will take the lead with each task. The Working Group will brief StART members and solicit comments at the October StART meeting and will consider their feedback at the next Working Group meeting.

Questions, feedback and guidance were solicited from StART members. Members' questions and comments included:

- What is the benefit of participating in a voluntary program for the airlines? Do we expect the airlines to participate? The airline representatives in attendance stated that they were engaging in the discussions, are sharing their feedback as part of the Work Group process, and until more details were presented, they weren't prepared to offer their official response to the curfew as of yet.
- What aircrafts are here for refuel only during nighttime hours? The Work Group should evaluate whether these flights could be changed to daytime hours. Port staff stated that

there are no current aircraft that land at Sea-Tac during nighttime hours that only land for refueling.

- Appreciation for the specific potential action items that the community members and Work Group are discussing. Gratitude was expressed to the airlines for considering the implementation of a voluntary late-night curfew.

Presentation and Discussion: Forthcoming Aircraft Fleet Changes

Dr. Robert Stoker, Senior Manager of Flight Sciences – Noise, Vibration and Emissions, Boeing Company

Dr. Stoker gave a presentation and fielded questions on forthcoming Boeing aircraft fleet changes and the impact of those changes on aviation noise. Dr. Stoker's presentation can be found [here](#). In addition to the presentation representatives of Alaska Airlines and Delta Air Lines discussed operations improvements to their fleets to reduce noise and improve fuel efficiency as well as current and future investments/fleet replacement with newer, quieter aircraft.

There were several questions following these presentations regarding aircraft noise abatement mitigation, percentage of engine noise vs. other aircraft noise sources, potential improvements to aircraft generated ground noise, engine silencers, whether topography of an airport impacts noise, improving thrust reversers, anticipated phase out of older airplanes, and status of retrofitting A-320s to stop the the fuel vent noise. Questions included:

- Is Boeing still building 747s?
 - Yes – building 747-8s.
- What percentage of noise is generated from sources other than the engine?
 - During takeoff, the majority is engine noise
 - During approach, “airframe” (everything that is not engine) can be equivalent in magnitude to the engine noise.
- Does continued fuel efficiency also reduce noise?
 - It can. Noise is a loss of energy (a small amount of energy), but we want to find those win-win situations that improve fuel efficiency and reduce noise.
- Is Boeing working on anything for reduction of noise while planes are on the airfield?
 - Yes, looking at auxiliary power units, linings, what the engine cycle is while taxiing
- Has the aircraft industry looked at engine silencers, similar to gun silencers?
 - Yes. Boeing has looked at mixer-ejector type nozzles. They tend to not work well on modern high-efficiency engines and add weight and reduce fuel efficiency.
- Does the topography of an airport impact the noise?
 - Not so much the topography, but air density. Different elevations (air density) can change the measured noise, but the effect is very small.
 - Topography could result in echoing, but would not change the source level of sound
- Is there a perceived distance/noise factor?
 - Yes. It is governed by the Inverse Square Law, which indicates that a doubling of the distance from a noise source will reduce the SPL by 6dB.
- Is Boeing looking at thrust reversers as a noise source?

- There are liners in the engines that help to reduce noise. Boeing will continue to look at opportunities to improve.
- Has Boeing done any research on infrastructure for noise reduction opportunities?
 - Boeing is primarily concentrating on the reducing the source noise.
- Is fuel reduction due to other improvements in infrastructure or actual fuel reduction? Fuel usage is going way up, so how is there efficiency?
 - Each generation of planes is more fuel-efficient than past generations of airplanes. Total fuel usage may be going up due to the increase in total number of flights.
- What percentage of older planes have been phased out in the last 10-years or so?
 - Boeing estimates that over the next 20 years 18,000 airplanes out of the existing fleet will be replaced by new quieter, more fuel efficient airplanes.

The following question was not a question asked of the Boeing representative:

- How many A-320 “whistler” planes are coming in/out of SeaTac?
 - The Aviation Noise Work Group is looking into how to address this. Port staff reported that about half of the A-320s on the airfield had the noise retrofit, while the other half did not.

Public Comment

Compiled public comment are included here as Appendix A.

Meeting Wrap Up

Lance Lyttle

Lyttle thanked the community members and StART participants for their time and contribution.

Next Meeting:
December 19, 2018, 6:00 pm – 8:00 pm
Location: SeaTac City Hall, 4800 S 188th Street, SeaTac 98188 –Note
change in location

Appendix A

Summary of Public Comments

1. Dave Berger (Federal Way) (oral comments):
 - Lives in the Marine Hills neighborhood of ~1000 residents outside the 150 parabola. Stated that he was very encouraged to hear the Airport Director state that he wants to see progress. All 4 of the issues being looked into by the Aviation Noise Working Group are things that have been brought up by his neighbors.
 - Recommended that the Working Group create a timetable for their work plan. The timetable could be adjustable, but without one, given the complex issues there can be analysis paralysis.
2. Ray Miryekta (oral comments):
 - He is a retired aerospace engineer, and is appreciative of all the challenges this group is tackling.
 - REM sleep deprivation is significant for those living under the flight path. He is suffering from amnesia and takes sleeping pills to sleep. He stated that even with sleeping pills he still wakes up at 1:30 am and 3:30 am due to aircraft noise.
 - Asked if it is possible to put night flight operations at Moses Lake.
 - Commented that it is very difficult to deal with the aviation noise if you are living under the flight path.
3. Gigi Sather (Federal Way) (oral comments):
 - Stated that life has changed drastically in the last few years. There is no outside living any more and that earplugs are required to do gardening, or speak with neighbors.
 - Sees planes with wheels down, so much more frequently.
 - Is grateful for the efforts to reduce noise by Alaska Airlines and Boeing, but mentioned that it is also depressing.
 - Does not understand why planes cannot be routed over the water, instead of over houses. Requested to please prioritize quality of life for people, and have planes approach/depart over greenbelts and waterways.
4. Bernadine Lund (Federal Way) (oral comments):
 - Urged all to act now, be proactive, to mitigate aviation noise, and not wait until someone tells you to do it.
 - The problems caused by the new flight paths are happening over a narrower corridor, and people have been complaining across the country. Inquired as to why new studies are required considering many studies have already been done.
 - One of the emissions, thorium, a toxic chemical, is concentrated under the flight path.
 - Both the FAA and Port have inaccurate/incorrect information on their websites that should be corrected.
 - Requested that agencies be a proponent for the communities that are impacted by the airport and not wait until legislation passes to do the right thing.
5. Debbie Wagner (Burien) (oral comments):
 - Stated that it is important to know the history of noise abatement mitigations. She mentioned that in the 1980s, there was a group that originated the noise abatement program through a mediated agreement. She commented that these communities that were part of the mediated agreement now have 85dB penetrating through their homes

and bodies because the Port was too cheap to buy out the properties and instead insulated homes.

- Believes that in the 1990 noise abatement program, there were voluntary agreements that aircraft would use no reverse thrust, no engine run-ups, and that there would be curfews between 11 AM and 6AM.
 - The only option now, to reduce community impacts, is to buy out the 10 billion dollars worth of property around the airport, or to move the airport.
 - Commented that the airport is a major source of documented hazardous substance exposure to the surrounding communities.
 - Emissions abatement should also be considered and required along with noise abatement.
6. Marianne Markkanen (SeaTac) (oral comments):
- Requested that the noise ombudsman attend the meetings.
 - Disappointed that ultrafine particulates were not included in the Federal FAA Reauthorization Bill.
 - As a member of the flying public, is thankful to see Alaska and Delta here, and is disappointed that these are the only airlines represented.
 - Appreciates some airlines are updating their fleets, hopes the rest will follow suit.
7. Steve Edmiston (Des Moines) (oral comments):
- Attended this meeting on the recommendation of Port Commissioner Felleman to hear what work has been happening to address nighttime noise.
 - Disappointed that the airlines were not able to state their commitment to a voluntary late night curfew during the meeting.
8. Roger Kadeg (SeaTac) (oral comments):
- Inquired as to what would a fuel change do to jet engines? Is there a possibility that a change to biofuels would have an impact on emissions and noise?
 - Dr. Stoker responded that there have been studies done on biofuels. Boeing has done test flights on 100% biofuels. The change to biofuels is likely coming. Some airports are already using biofuels. There are issues around the world with production, and consistency with types. The biofuel producers are still working through the challenges of a stable supply to the airline industry.
9. Susan Pedersen (Federal Way) (written comments):

After reading the “Operating Procedures” of the StART, I find very little about the residents negatively impacted by SEATAC noise and emissions, whether to implement any suggestions or even express any concern.

I attended a number of these meetings and the noise issue must be of very low importance to the start. This committee hears about the issue from city representatives and the limited time for public comment but ends with **no outcomes, resolutions or implementations by StART.**

Why have these meetings if only to give the **appearance** that you care about what’s going on in South King County? This does not represent either real engagement with the residents or concern by those in charge of these meetings.

SPECIFIC ISSUES: Quoting from the Operating Procedures:

- **Reporting Structure:** “ StART shall have an informal relationship structure to the Highline Forum...and work in partnership on initiatives that benefit the residents of Southwest King County.”
 - *Why have two committees, StART and Highline Forum, IF neither committee appears to actually “partner, act or propose any initiatives,” on behalf of the residents of Southwest King County?*
 - *Listening and ignoring doesn’t count.*
- **“Representatives from the FAA** are expected to participate at StART meetings.”
 - *They only participate when asked to clarify something very specific, but their participation is usually to give their names and position. Are they afraid to make comments? Why?*
- **Facilitator:** Merriam Webster’s definition of a facilitator is: “Someone who helps to bring about an outcome (such as learning, productivity, or communication) by providing indirect or unobtrusive assistance, guidance, or supervision.”
 - *We’d like to see a more “timely administration” and “inconspicuous moderation” of the agenda and ANY outcome!*
 - *This meeting is not to listen to the ineffective facilitator, but to hear the speakers and the public.*
- **Public Comment:** “Members of the public who wish to speak are asked to sign-up before the meeting begins and are provided one to three minutes of time.”
 - *The time allotment for public comment has been pre-determined without concern for those who wish to speak. Public should be able to speak for as long as needed.*
- **Commitment from Stakeholders:** item #7. “Generate and **explore all options** on the merits with an open mind, **listening to different points of view** with a **goal of understanding the underlying interests of other StART members.**”
 - *When will you do this?*
 - *Listen to the CITY REPS and the PUBLIC!*

TIP: Get microphones that work. Or did you really intend not to be heard?

StART FACILITATOR'S MEETING SUMMARY
Wednesday, December 19, 2018



SEA-TAC STAKEHOLDER ADVISORY ROUND TABLE

StART FACILITATOR'S MEETING SUMMARY

Wednesday, December 19, 2018

6:00-8:00 pm, City of SeaTac City Hall

Member	Interest Represented		Member	Interest Represented	
John Parness	Burien	-	Tejvir Basra	SeaTac	-
Terry Plumb	Burien	X	Robert Akhtar	SeaTac	X
Brian Wilson	Burien	X	Joe Scorcio	SeaTac	X
Lisa Marshall (Alt)	Burien	-	Steve Pilcher (Alt)	SeaTac	X
John Resing	Federal Way	-	Katrina (Trina) Cook	Tukwila	X
Chris Hall	Federal Way	X	Joon (Thomas) Lee	Tukwila	-
Yarden Weidenfeld	Federal Way	X	Brandon Miles	Tukwila	X
Sheila Brush	Des Moines	X	Lance Lyttle	Port of Seattle	X
Ken Rogers	Des Moines	-	Mike Ehl	Port of Seattle	X
Michael Matthias	Des Moines	X	Clare Gallagher	Port of Seattle	
Eric Zimmerman	Normandy Park	X	Marco Milanese	Port of Seattle	X
Earnest Thompson	Normandy Park	X	Tony Gonchar	Delta Airlines	
Mark Hoppen	Normandy Park	-	Scott Ingham (Alt)	Delta Airlines	X
Jennifer-Ferrer-Santa Ines (Alt)	Normandy Park	X	Scott Kennedy	Alaska Airlines	X
Laura Sanders	Lynden (air cargo)	X	Matt Shelby (Alt)	Alaska Airlines	-
Non-Member			Non-Member		
Randy Fiertz	Federal Aviation Agency	-	Joelle Briggs	Federal Aviation Agency	-
Stan Shepherd	Port of Seattle	X	Jason Richie	FAA	X

Additional Participants:

Fernando Ruiz, Legislative Assistant, U.S. Representative Adam Smith (on phone)

Lyndall Bervar, District Representative, U.S. Representative Adam Smith

Vince Mestre, Aviation Noise Consultant (on phone)

Eric Schinfeld, Port of Seattle; Marco Milanese, Port of Seattle; Clare Gallagher, Port of Seattle

Chris Schaffer, FAA

David Suomi, FAA

Shelly Larson, FAA

Kyle Moore, City of SeaTac

Facilitator: Phyllis Shulman, Civic Alchemy

Note Taker: Megan King, Floyd Snider

Meeting Objectives:

To confirm next steps based on the work of the Aviation Noise Working Group. To hear and discuss Federal Congressional efforts related to airports and airport communities. To propose and discuss an additional Working Group.

Welcome

Lance Lyttle, Sea-Tac Airport Managing Director

Lyttle welcomed the group to the final meeting of the year, and stated his praise for the accomplishments that have been achieved in 2018. Lyttle applauded the participants, community members, city representatives, as well as public participants for their participation and stated that he is looking forward to ongoing progress from StART in 2019.

Facilitator's Update

Phyllis Shulman, Civic Alchemy

The facilitator noted that the Port and City of SeaTac are hosting a Noise 101 Symposium and pre-registration is required. She also stated that the schedule for 2019 StART meetings will be the same as 2018 – the 4th Wednesday of every other month, beginning in February. Shulman asked the StART members to fill out a 2019 StART Priorities Worksheet and to turn it in to her at the meeting or by email.

Federal Congressional Briefing – Aviation Issues

Fernando Ruiz, Legislative Assistant, U.S. Representative Adam Smith

Lyndall Bervar, District Representative, U.S. Representative Adam Smith

Lyttle introduced the briefing by proposing a new StART Federal Policy Working Group (FP Working Group), as recommended by StART member Sheila Brush. The focus of the new FP Working Group would be on federal aviation-related noise and air quality policy and advocacy including pushing for policies already passed into law as part of the FAA Reauthorization bill as well as new legislation proposed by U.S. Representative Adam Smith.

Ruiz provided an update on the following legislation that Rep. Smith is drafting:

- The Protecting Airport Communities from Particle Emissions Act (PEA):
 - Originally initiated by a community concern about ultrafine particles generated by aircraft emissions.
 - Would direct the FAA to report on ultrafine particles and their health impacts for communities around the 20 largest U.S. airports.
 - Study would analyze the potential impacts of mitigation options, emissions reductions, and the increased use of aviation biofuels.
 - The Environmental Protection Agency (EPA) would coordinate the studies.
 - Reporting would be due in 2-years.
- Aviation Impacted Communities Act:
 - Would create an official federal designation of an “aviation impacted community” as “a community that is located not greater than 1 mile from any point at which a commercial or cargo jet route is 3,000 feet or less above ground level”.

- Provides opportunities for interface with airports, the FAA, and legislators.
- Provides engagement funding, and opportunities for communities outside the typical 65 DNL noise mitigation boundary.
- Communities receive notification if they fall within the Act's area, and the communities can then apply to be defined as an impacted community.
- Action plans would then be required to address issues identified by the communities, including a request for noise monitors or other actions.
- Allows for residential sound mitigation (insulation) to be requested/applied within the 55 DNL boundary.

Rep. Smith is honing these proposals for the 2019 legislative process. The Protecting Airport Communities from Particle Emissions Act was attempted to be included in a bill last year, but ultimately was not. Rep. Smith is working to obtain input from the FAA and Congressional transportation committees, and is attempting to gain as much support as possible for the Acts.

Rep. Smith is encouraged by the amendments included in the FAA Re-authorization Act. Rep. Smith's office is analyzing how those amendments can best be implemented.

Discussion and questions included:

- Ruiz was thanked for including involvement by Quiet Skies in the development of the PEA language expressed hope that smaller neighborhoods will be able to gain the same protections and support as larger communities in both Acts. Since multiple cities participating in StART are already involved in these Bills, it was suggested that StART engage with Rep. Smith's office to provide input.
- Would the PEA apply to all airports?
Response: PEA is applicable to all airports.
- To what extent is outreach to Republican senators and Presidential staff occurring?
Response: Rep. Smith has spoken with Republican Senators, and has not yet identified any Republican support for the Bill. He will continue to pursue support in addition to beginning working with Sen. Murray and Sen. Cantwell.
- Are there any updates on the bill that focuses on secondary sound insulation?
Response: This will be a priority for the Rep. Smith in the next Congress.
- Will the ultrafine particulate study conducted by the University of Washington be used as a baseline condition for Seattle?
Response: The Bill would not require use of existing studies, but the study could be utilized, if applicable. The Bill could be written to include or expand existing data sets collected by universities or other organizations.
- It was recommended that ultrafine particulate studies outside the US be a source for information, and noted that the European Union had recently released a report on ultrafine particulate matter.
- Why was the PEA not passed in the last Congressional session?
Response: There was resistance from Congressional and FAA leadership, based on existing efforts and potential duplication.
- It was stated that requesting FAA input on a bill that will direct the FAA seems unnecessary.
Response: Ruiz clarified that the input from the FAA was technical, and that they were not involved in scoping.

Proposal for Additional Work Group

Lance Lyttle, Port of Seattle

Lyttle recommended that the new StART Federal Policy (FP) Working Group review the studies and policies that are part of the recently passed FAA Reauthorization Bill and identify areas where input and participation from StART can help shape the scope and implementation of the research and studies identified in the bill. He also recommended that the FP Working Group could provide value by offering input on relevant legislation proposed by our Congressional representatives.

StART member Brush clarified that since the last StART meeting, some StART members have had additional discussions about getting Sea-Tac Airport classified as a metroplex to take better advantage of provisions in the FAA Reauthorization Bill. After additional research, she suggested that the metroplex status would be a detriment, and would not be a path Sea-Tac Airport should pursue.

There was general support by StART members for creating the new Working Group. A potential additional benefit for this working group will be the opportunity to provide language and input on the next reauthorization five-years from now. It was mentioned that anyone considering working on the FP Working Group should be patient, as the schedules associated with legislative process is difficult to predict. It was noted that it will be important for StART to identify what issues/actions the Port and the communities have in common as their interests and priorities are not always the same. It was suggested that a process be utilized to identify areas of agreement and areas of difference. It was also stated that it will be important to keep abreast of what is happening in Congressional committees and with Congressional legislation. Rep. Smith's representatives volunteered to attend the FP Working Group and provide the connectivity to the Representative's office, and the federal level.

Members discussed that it would be beneficial to review the FAA Reauthorization Act in order to understand what is applicable to our local communities. A representative from the FAA stated that the FAA would be interested in participating in the discussions about the legislation. There are some immediate deadlines, as well as longer term requirements that the FAA has already begun to work through.

Details on meeting frequency and time will be determined by the FP Working Group members at its first meeting. A number of StART members volunteered to participate.

Aviation Noise Working Group Briefing and Discussion

Stan Shepherd, Port of Seattle

Vince Mestre, Aviation Noise Consultant

The StART Aviation Noise Working Group (Working Group) provided a recap of the last three meetings. Working Group meeting summaries for the last three meetings are attached as Appendix B. The Working Group discussed and refined three potential action items and considers these actions as ready for moving to eventual implementation:

- Runway Use Agreement: Update to an existing agreement between the Port and FAA, which clarifies preferred use of the runways.
 - Updated language reduces use of third runway during late-night hours
 - Updated language on preferential use of north flow during nighttime hours
- Late Night Noise Limitation Program

- Revision of name to align with intended outcomes – not a curfew, but a voluntary incentive program
 - In effect from 12AM-5AM, and will be incorporated into the existing Fly Quiet Program by adding an additional category that assigns a penalty score to any airlines for single event noise monitor exceedances
 - This new category will measure ‘loudness of fleet during quiet hours’
 - Four monitors to be utilized– two north and two south of airport
 - A penalty score will be applied to any aircraft that exceeds a pre-determined noise threshold.
 - Current Fly Quiet scoring includes:
 - Compliance with noise abatement corridors
 - Average noise score for 24-hour period
 - Penalty for run-ups at night that do not comply with rules
 - NEW – Penalty score for flights that exceed the late night noise thresholds
 - Current Fly Quiet Program currently only recognizes the quietest air carriers. New plan would include more regular reporting to the FAA and the public about rankings. Goal is to encourage air carriers to reschedule late night flights, or transition to quieter aircraft. Air carriers are constantly promoting green and sustainable operations. This would provide them with another opportunity to promote their environmental credentials.
- A320 Aircraft Whistle Noise on Approach:
 - Whistle noise caused by a fuel vent on the wing that generates an air vortex. A retrofit exists, but requires taking the aircraft out of service for major maintenance
 - Working Group concurred with the Port recommendation to try to increase retrofitting and noise reduction by writing a letter to air carriers asking for their plan/schedule for retrofitting and encouraging it happens soon.

The Working Group also reported on their discussion and analysis on the possible raising of Runway 34R’s glide slope as a potential action that could modestly reduce noise. The Working Group is looking at options of how and when the 34R glide slope can be raised to the standard 3 degrees or 3.1 degrees. Additional discussion will occur on this topic in 2019. The Working Group provided a Draft Rolling Work Plan that continues into 2019, which includes a ground noise analysis and opportunities for mitigation.

Working Group member’s comments included:

- Considers the time spent on the Working Group to be very educational. Concerned that the “penalties” in the Late Night Noise Limitation Program have no teeth and pessimistic that any airlines will stop late night flights because of the Program. It is understood that the Federal Government must be the one to make the change to allow airports to implement night-time curfews, but is frustrated by this group’s inability to make that actual change.
- Some progress is better than no progress. Does not consider the Working Group or these efforts as worthless. Believes there is something beneficial to making incremental progress. The cities also have a responsibility to publicize information about the Fly Quiet Program to their residents. Thinks it may behoove the new Federal Policy Working Group to look at what it would take to prepare for a Part 161 submission, or to advocate to change federal law to allow for night- time curfews.

- The Working Group is not done, and this is a status report. If change were easy, the change would have occurred already. StART needs to understand why things are hard. The 34R glide slope is outdated, and has not been addressed, because no one was asking the question. Now someone is asking the question, and now it is going to be seriously looked into. Challenging issues require time and effort, and will require a unified effort by all the communities. Believes the Working Group has made great progress, laying the foundation for continued progress in 2019. It's going to take time. Encouraged the group to not back off.
- Shared a federal code that requires reduction in noise as an FAA requirement. A FAA memorandum from 2005 was referenced, which was re-stamped in 2008 from Flight Standards at the FAA, which stated that the glide slope angle is below the ideal path because the airport did not currently have the time or money to adjust the glide path. Frustration with being told the glide slope could not be adjusted due to funding reasons. Statements have been made that a Part 161 Study is too expensive, but disagrees that it would not be approved, if attempted.
- Request was made to first allow questions based on the presentation before StART members make comments.

Questions included:

- Can the status of a fleet be used to allow or disallow flights to use SeaTac?
Response: No. All airlines in operation meet federal noise standards. The regulation does not limit the time of day flights can land or depart.
- Who will check the data for noise violations for compliance/non-compliance? Stated the current Port website is not as effective as it could be at providing data on noise violations.
Response: Every complaint that enters the Port office is logged into a database – from web, emails, phone, etc. The Port is in the process of acquiring a new system in 2019 that increases transparency.
- We currently have a voluntary curfew. What types of penalties are currently being applied?
Response: The airport does not have a voluntary curfew, and has never had a voluntary curfew.
- How would the noise penalty in the revised Fly Quiet Program be applied? A 90 DNL is very high.
Response: Port clarified that DNL isn't the noise measurement being utilized. It is a one-time measurement of DB, not DNL– different forms of measure. The DNL is an annual average versus Sound Exposure Level (SEL) DB, which is a one-time event.
- Asked for clarification about north flow arrivals, as recent publications have said that Greener Skies has not had a measurable effect.
Response: Port clarified that the Greener Skies approach is for south flow arrivals, not north flow.
- How is scoring in the Fly Quiet Program balanced between major airlines versus smaller airlines?
Response: Averaged by looking at the fleet-average noise level. Not weighted by the number of operations. This avoids a small fleet with loud aircraft to score the same as a large fleet with quieter aircraft.

- Passenger Facility Charge (PFC) is a charge that is used to fund FAA-approved projects. How is this fund currently being used?

Response: Sea-Tac has used that funding for residential insulation and for Highline School District insulation programs. Mitigation funded by the PFC can only be applied within the 65 DNL contour. Airport Improvement Funds can also be used for noise mitigation.

- Will the Port enter into a Part 150 Study?

Response: The Port has not yet decided when it might conduct an update to its Part 150 Study.

- If the Port does enter into a Part 150 Study, it needs to consider how the DNL contour is drawn, and if it is still representative of current conditions. Their understanding is that contour was drawn prior to the recent growth in air traffic.

Response: Part of the Sustainable Airport Master Plan will be to look at the DNL contour, and make sure it is appropriately set based on current aircraft fleet noise levels.

- There is no noise monitoring occurring on the south end of the airport, as the noise monitor is located at Saltwater State Park. Southern neighborhoods are not being currently monitored.

Response: The noise monitors are not used to determine the 65 DNL line – the line is based off known data about aircraft noise generation.

Public Comment

Compiled public comment are included here as Appendix A.

Meeting Wrap Up

Lance Lyttle, Port of Seattle

Lyttle thanked the community members and StART participants for their time and contribution. He stated that the goal is to implement the Runway Use Agreement, and the Late Night Noise Limitation Program by mid-2019.

Next Meeting:
February 27, 2019, 6:00 pm – 8:00 pm
Location: *Conference Center Sea-Tac Airport*

Appendix A

Summary of Public Comments

1. Dana Hollaway (oral comments):
 - Upset with flight frequency.
 - Due to the frequency, filling out online noise complaint forms is time consuming and ineffective. Web apps (AirNoiseIO) make this easier – is able to provide details in real-time.

2. David Goebel (Vashon Quiet Skies) (oral comments):
 - Seattle Times Article by Dominic Gates reports that Next Gen has not achieved environmental goals, and may actually show opposite effects. Should pay attention to the FAA scorecard data. The Next Gen reports no change, rather than reducing greenhouse gas emissions as intended. Will be interesting to do peer review of that data to confirm findings.

3. Bernedine Lund (Federal Way) (oral comments):
 - Began hearing aircraft noise this year after 33 years. Has provided written comments. (Appendix C). FAA policy needs to be updated. Things can change. We need to get our legislators to work with us.
 - There is no way to reach CO2 recommendation from the US or UNFCCC because everything that is done to mitigate emissions is outweighed by frequency. Airline advertising encourages demand for more flights.
 - Suggests promoting job growth and alternate transportation, and siting of an additional airport.

4. Rodger Kadeg (SeaTac Advisory Committee) (oral comments):
 - Thanked the FAA for their presence, and stated that their involvement is important. Citizens are beyond upset; they feel like they have no voice, and no chance.
 - It is important to look at some of the things that came out of the meeting tonight.
 - Expressed concern that glide slope was not adjusted previously.
 - Encourages the public to keep the pressure on elected officials to get together to solve these problems. The communities are running into a brick wall and need the FAA's help.

5. Ann Kroeker (oral comments):
 - Questioned why, with continued growth, isn't Sea-Tac Airport putting effort into dedicated bus and rail infrastructure, and other people movers like hyperloop? Other major cities are looking at other transportation options. Airports in Canada are owned by the government and are implementing these types of efforts. Other transportation options would be popular, and would relieve air traffic.

6. Blanche Hill (Normandy Park) (oral comments):
 - Moved to Normandy Park 1.5 years ago, after previously living in Des Moines. She is well aware of noise complaints. Aside from the unacceptable noise, the air pollution produced by airplanes has been proven to cause medical conditions including cancer.

With increasing amount of air traffic, air pollution has also increased, and this is unacceptable.

- The only solution to this is to develop hyperloop – it doesn't generate noise, pollution, and it is able to move massive numbers of people.

7. Christopher Mitchell (Des Moines) (oral comments):

- In the summer, his neighbors are unable to be outdoors. Questions why Paine Field is not being used to mitigate traffic at Sea-Tac Airport. Is this a possibility? (StART members replied – yes, is happening – flights will begin operating at Paine Field shortly).

8. JC Harris (SeaTac) (oral comments):

- Runs website called SeaTac Noise, and tracks history of the airport expansion over the decades. Also, tracks questions asked by the community. The most common question is 'who are the good guys, and who are the bad guys?' –which flights create the most noise?
- Every few years when the airport decides to expand, elected officials act as if this is an out of the blue occurrence. There should be a continuity of knowledge so we are not repeating the same patterns every time the airport expands.

9. Debi Wagner (Burien) (oral comments):

- Airport expansions have always been bad for citizens, and good only for the airport.
- Ms. Wagner has developed notes and pictures that show flight paths. (Appendix D). Graphics identify flight paths and low-income neighborhoods. Health impacts also align with low-income neighborhoods. She shared concern that these residents are being harmed.

10. Larry Cripe (oral comments):

- In 2019, the Port will hear from citizens in 15 surrounding neighborhoods/cities because of what is going on. This community group will be making an announcement after the New Year, because they have reached a point where they cannot take it anymore.

11. Marianne Markkanen (SeaTac) (oral comments):

- Filters are needed in houses and cars to address ultrafine particles. These particles should be captured and analyzed to determine what the community is being exposed to.
- Voluntary measures are not enough. Citizens are not supportive of a voluntary program, and want it to be mandatory. All employees of the Port and FAA are paid by taxpayer dollars, and should be listening to what taxpayers want. What they want is to not be woken up in the middle of the night by airplanes.

Appendix B

Aviation Noise Working Group Facilitator's Meeting Summary

Monday, October 29, 2018

5:30-7:30PM, Conference Center SeaTac Airport

Member	Interest Represented
Terry Plumb	Burien
Chris Hall	Federal Way
John Resing	Federal Way
Earnest Thompson (phone)	Normandy Park
Mark Hoppen	Normandy Park
Eric Zimmerman (phone)	Normandy Park
Robert Akhtar	SeaTac
Joe Scorcio	SeaTac
Tom Fagerstrom	Port of Seattle
Robert Tykoski	Port of Seattle
Tim Toerber	Port of Seattle
Steven Osterdahl	Alaska Airlines
Stan Shepherd	Port of Seattle
Marco Milanese	Port of Seattle
Scott Ingham	Delta Airlines
Tony Gonchar	Delta Airlines
Randy Fiertz	FAA
Vince Mestre	L&B

- **Facilitator: Phyllis Shulman, Civic Alchemy**
Note Taker: Megan King, Floyd Snider

Meeting Objectives:

To review and provide feedback on approaches to a voluntary nighttime curfew and runway use agreement. To review analysis of night-time operations. To discuss and consider constructive next steps regarding noise abatement departure procedures and a glide slope analysis.

Meeting Summary:

The main focus of the meeting was to review data and to discuss options for a voluntary night-time curfew and elements of a potential revised Runway Use Agreement. In order to provide informed direction, the Working Group also reviewed an analysis of night-time operations. Noise abatement departure procedures were introduced as an additional option for reduction of the impacts of noise. The discussion began with reviewing comments from the October 24 StART meeting.

Voluntary Night-time Curfews:

Two main topics were discussed: clarification of what is a voluntary curfew and a comparison of aircraft single event noise levels. There was discussion that the primary incentive for compliance is positive or negative publicity. The goal of the incentives would be to work in partnership with the aircraft operators to review and revise their night-time operations in order to reduce the impacts of noise on the surrounding communities. Implementation methods would include modifications to the Port's Fly Quiet Program to include curfew operations, publish the results of the Fly Quiet Program more prominently, and develop materials and hold discussions with airlines on the type of aircraft flown and scheduling considerations at night. Hollywood Burbank Airport in Burbank, California was showcased as an airport that currently has a voluntary night-time curfew.

Runway Use Agreement:

The discussion focused on reviewing variations on types of runway use agreements and the pros and cons of each option. Based on this information, it was stated that for SeaTac Airport's circumstances a formal agreement between the Port and local FAA is likely the most favorable alternative, but is also the most challenging because of the formal legal review process. It was noted that there is an advisory circular (dated 1981) that provides guidance on how to draft formal agreements.

The noise consultant presented an aircraft noise profile comparison based on aircraft type. It was noted that the aircraft noise footprint for certain aircraft, for example Boeing 747s, is less affected by which runway is used when compared to quieter aircraft. The aircraft footprint for some other aircraft, for example, Boeing 737s, would have a measureable reduction of noise for surrounding communities depending on which runway the aircraft landed on. It was also noted that an aircraft footprint varies based on aircraft weights and the nature of the flight. In summary, for louder aircraft a voluntary curfew and fleet mix may be more important than preferential runway use. For quieter aircraft preferential runway use may be important. This information helps to identify what potential changes to aircraft or runway use would be most beneficial and the trade-offs regarding community impacts (e.g. less noise for one community, but potentially more noise for another).

Night-time Operations:

Port staff presented data on night-time flight arrivals and departures by runway, by type of aircraft, and by airline. The data set showed operations on all 3 runways from August 8 – September 8, 2018. Some outliers were noted where certain arrivals were the result of flight delays and typically did not arrive during 12:00 AM – 5:00 AM time block.

Noise Abatement Departure Procedures (NADP):

The noise consultant reviewed the process for implementing NADPs. The Work Group has yet to evaluate whether NADP are a preferable option to consider. This will be discussed at a future meeting. Some key findings regarding NADP and possible trade-offs included:

- Distant NADP results in higher noise for close-in airport communities, because aircraft operators do not cutback power as quickly, and flaps remain extracted through the climb.
- Distant NADP also saves fuel.

- Close-in NADP is better for close-in airport communities, but increases noise to communities farther out along the aircraft's flight path.

Preview of Glideslope Analysis (34R):

An emerging option for noise reduction is considering whether a change in glideslope from a 2.75 degree to a 3 degree or greater could reduce noise. Port staff is just beginning to evaluate the possibilities and provided a brief introduction to the topic for consideration at a later meeting. It was requested that information also be provided as to what it might take to increase the glideslope above 3 degrees.

Discussion and Next Steps:

- It was confirmed that ground operations are in the Working Group's scope of what will be analyzed and discussed to identify noise reduction options. This will be on the agenda at an upcoming meeting before the end of the year.
- Are there other incentives that the Port could offer besides publicity for a voluntary night-time curfew?
 - Financial incentives are not an option. The law is very explicit that fees cannot be changed.
- Airline Operators stated interest in continuing the discussion on night-time voluntary curfews and were asked to share initial concerns with a voluntary night-time curfew:
 - A voluntary night-time curfew could push flights into other hours where the schedule is already full.
 - Criteria used for Fly Quiet ratings should consider relative size of fleet, as well as weather or other impacts that cause unexpected schedule delays, which push flights into night-time hours.
- It was suggested that the Work Group develop a set of criteria that can be used to evaluate possible alternatives for action. One member proposed that the criteria consider use of energy (dB-seconds) and the number of people impacted and the degree to which they are affected. Port staff will provide some suggestions based on the discussion.
- It was suggested that it would be important to include both positive and negative scores in publicity related to the Fly Quiet Program.
- Port staff will begin discussions with the FAA on potential elements of a revised Letter of Agreement including firming up language related to the use of the outboard runway especially during night-time operations.
- Port staff will develop initial materials to bring to discussions with airlines about a voluntary night-time curfew.
- FAA was requested to explore the reasoning behind the regulations that only allows 3 procedures (standard, distant, and close in procedures) and whether it would be possible to add a 4th.
- Work Group members stated appreciation for hearing direct feedback from the airlines and encouraged the airlines to continue to be partners in StART. It was stated that their involvement is critical to the success of this effort.

Aviation Noise Working Group Facilitator's Meeting Summary

Monday, November 26, 2018

5:30-7:30PM, Conference Center Sea-Tac Airport

Member	Interest Represented
John Resing	Federal Way
Yarden Weidenfeld	Federal Way
Ken Rogers	Des Moines
Earnest Thompson	Normandy Park
Mark Hoppen	Normandy Park
Eric Zimmerman	Normandy Park
Joe Scorcio	SeaTac
Tom Fagerstrom	Port of Seattle
Robert Tykoski	Port of Seattle
Tim Toerber	Port of Seattle
Scott Kennedy	Alaska Airlines
Marco Milanese	Port of Seattle
Scott Ingham	Delta Airlines
Tony Gonchar	Delta Airlines
Jason Ritchie	FAA
Vince Mestre	L&B

Facilitator: Phyllis Shulman, Civic Alchemy

Note Taker: Megan King, Floyd/Snider

Other Attendees: Lance Lyttle, Port of Seattle; Arlyn Purcell, Port of Seattle; Dave Kaplan, Port of Seattle

Meeting Objectives:

Meeting Objectives: To review and provide feedback on drafts of a voluntary late-night curfew and a Runway Use Agreement. To analyze the potential options for changes in Runway 34R's glide slope as a means to reduce aviation noise. To provide guidance on the Working Group's work plan.

Meeting Summary:

The meeting was focused on reviewing progress and providing guidance on three potential strategies for aviation noise reduction: a voluntary late night curfew, updated runway use agreement, and potential glide slope changes to Runway 34R.

Voluntary Late Night Curfew Review – Proposed Adjustments to Existing Fly Quiet Program:

The noise consultant reviewed the federal limits (Airport Noise and Capacity Act of 1990) that restrict airports from instituting mandatory curfews. Voluntary curfews can be requested by an airport as long as they do not include fees or financial incentives for compliance. Since the last StART Aviation Noise Working Group meeting, the Port and the noise consultant have put together a draft program and outlined next steps to reduce late-night aircraft noise through discussions with airlines about their schedules and adjustments to the Fly Quiet Program by adding a penalty for any flight over a single event noise threshold. Specific information was shared regarding which aircraft and airlines that arrive and depart during late-night hours are the loudest.

The following component was suggested as the make-up of the program:

- Publicize with airlines and the public who is the “best” quiet airline and who is the “worst” The ratings would be based on the current Fly Quiet Program with modifications.

Questions and responses to questions included:

1. What is the number that would result in a penalty, and how much of current late-night flights exceeds this threshold?

Response: The number needs to be less than the noise created by the Boeing-747, but higher than the 777/737 number, so operators could potentially utilize existing quieter aircraft in their fleets. The calculation also needs to account for averaging that can make these wide-body aircraft appear less noisy than they are.

2. Do airlines take the Fly Quiet Program seriously? What is the likelihood that airlines will care?

Response: The Fly Quiet Program currently is communicated to the community through outreach, advertised in trade magazines, part of the Port’s environmental award program, and airlines use it in their promotional material to the public. In the past, the Fly Quiet Program has focused solely on positive messaging on an annual basis and the Program has not focused on which airlines are doing poorly in the program. In going forward, the Port would increase Program visibility, publicize all carriers’ scores and work with the airlines that are rated highly to advertise their positive contributions.

3. Has anyone studied whether rating poorly in a Fly Quiet Program has a negative financial impact on airlines?

Response: No studies are known of, but winners for Fly Quiet Programs often use their award as part of their advertising.

4. Who specifically would be attending meetings with the airlines to discuss with them the late-night hours noise reduction objective?

Response: Specific Port staff has not been identified yet, but it was stated that the Managing Airport Director’s involvement is critical to give weight to the message.

5. Since the use of airport revenues/funds cannot be utilized as incentives for the Fly Quiet Program, can funds from the Port levy be utilized?

Response: Do not know enough to comment on this.

6. Why should we not be working with legislators to try to make a change to federal law to allow airports to create mandatory curfews?

Response: This Working Group members stated that they wanted to focus initially on identifying near-term actions. There are currently other community and national groups focused on trying to influence federal law.

Discussion focused on developing realistic expectations of the program's influence, noting that cargo carriers may be less concerned about their Fly Quiet Program score. It was brought up that even given this possibility, cargo carriers might be flexible about which aircraft they use at Sea-Tac Airport and they may want to see themselves as good neighbors. Community representatives stated that they have an important role to play in drawing attention to those airlines that are flying the noisiest late-night flights and to help raise awareness. The Working Group acknowledged the challenge of voluntary measures succeeding, but communicated their support to move this effort forward with the hope that there will be an impact.

Next steps include:

- Analyze late-night noise data to determine the noise threshold for identifying the noisiest aircraft and share the recommended threshold at the next Aviation Noise Working Group meeting.
- Develop Fly Quiet letter(s), brochure(s), and other materials to utilize for discussion with air carriers.
- Develop a more robust Fly Quiet website and communication materials that highlights air carrier ratings
- Meet with operators to discuss reduction of late-night flights, change of aircraft, and modifications to the Fly Quiet program.
- Continue developing other potential incentives to encourage compliance/involvement including considering whether Port levy funds could be utilized to enhance the likelihood of success.
-

Draft Runway Use Agreement:

The discussion began with a presentation reviewing a draft of a new Runway Use Agreement highlighting the new language. It was stated that the new agreement would include a process for monthly monitoring and check-in between the Port and the FAA. This monthly meeting would provide the opportunity to discuss compliance and challenges. It was also stated that a new Runway Use Agreement might need to have to undergo an environmental review before completion. The Working Group provided some edits to the draft. The Working Group recommended that prior to initiating formal discussions with the FAA regarding the Runway Use Agreement, the full StART group should

review the draft agreement. It was also suggested that additional clarity about what changes might occur regarding noise with a new agreement's implementation.

Questions and responses to questions included:

1. If there needed to be some kind of environmental review, what would be the purpose? Is there some threshold in which changes to runway use are not permissible?

Response: Since the new agreement would be moving aircraft operations from the 3rd runway to an internal runway, it may require environmental review, due to the increased traffic on the internal runway. FAA staff is looking into whether an official environmental review would be required. Even if not required, it may be beneficial to analyze whether there are any unintended consequences of making this adjustment. Change is acceptable unless there is a 1.5 dB DNL within the 65dB area.

2. Why does existing North Flow preferential language in the Draft Runway Use Agreement only apply to departures?

Response: If departures are north flow, arrivals must be as well. Cannot arrive/depart in opposite directions.

3. Is it possible to quantify observance of North Flow procedures?

Response: Yes, there is currently 95-96% observance.

Next Steps include:

- Solicit comments from StART at the December 19 meeting.
- Provide additional information, if known, about what an environmental review may entail and whether it is warranted.
- Send draft to FAA for review/input and initiate discussion with air traffic control about feasibility.
- Provide information on if the Runway Use Agreement was 100% observed what % of the 3rd Runway operations would likely move to the other runways as well as analysis on how that would impact noise.

Runway 34R Glide Slope Modification:

The discussion began with a presentation regarding possible options for increasing the glide slope from 2.75° to 3° on 34R and what it might take to implement each option. Three options were presented with varying timelines and costs for implementation. Each option will require additional analysis and discussion to determine its feasibility and pros and cons. The FAA resource person provided guidance on what information would be needed by the FAA to get through the approval process, also stating that there are over 40,000 current procedure requests nationwide, so the more information and data provided on the rationale the better. Working Group members commented that a short-term temporary solution, costing less, might be beneficial, particularly if some of these changes may be made as part of

the Sustainable Airport Master Plan process. One concern that was expressed was that planes approaching at a steeper angle would require more reverse thrust to reduce their speed.

Next Steps include:

- Additional analysis and discussion with the FAA.

Discussion and Next Steps:

A draft Aviation Noise Work Group Work Program for the next few months was reviewed. Working Group members provided feedback on the schedule and wording of the Work Program. The Working Group agreed that the Work Program is a “rolling” program and that items and the schedule will change over time. The 2019 schedule for the Working Group will be discussed at the next Work Group meeting.

The next Aviation Noise Working Group meeting will be 12/10/18 at 5:30-7:30pm at the airport.

Aviation Noise Work Group Meeting Summary
Monday, December 10, 2018
5:30-7:30PM, Conference Center Sea-Tac Airport

Member	Interest Represented	
John Resing	Federal Way	X
Yarden Weidenfeld	Federal Way	X
Earnest Thompson	Normandy Park	X
Mark Hoppen	Normandy Park	X
Eric Zimmerman	Normandy Park	X
Tom Fagerstrom	Port of Seattle	X
Robert Tykoski	Port of Seattle	X
Scott Kennedy	Alaska Airlines	X
Marco Milanese	Port of Seattle	X
Scott Ingham	Delta Air Lines	X
Vince Mestre	L&B	X
Stan Shepherd	Port of Seattle	X
Chris Schaffer	FAA	X
Chris Hall	Federal Way	X
Lance Lyttle	Port of Seattle	X

Facilitator: Phyllis Shulman, Civic Alchemy;
Note Taker: Kristen Legg, Floyd|Snider
Other Attendees: Dave Kaplan, Port of Seattle

Meeting Objectives

Objectives: To complete discussions on the Voluntary Curfew and Draft Runway Use Agreement in order to solicit feedback from StART and begin implementation steps. To identify and discuss additional near-term noise reduction actions and to prepare for the 2019 Work Plan.

Meeting Summary:

The facilitator suggested that, at the next full StART meeting, Stan Shepherd provide a concise overview of the evolution of thought and a summary of the three Aviation Noise Working Group meetings that have been held during the last two months. The Working Group agreed that was an appropriate way to update the larger StART group. The Working Group asked for confirmation that the discussion of possible actions to reduce ground noise would be on the Working Group’s agenda in 2019. It was confirmed that this discussion would begin at the January Working Group meeting. The Port staff will begin analysis on discussion topics for ground noise as well as work with the airlines to request a reverse thrust discussion related to this topic.

Continuation of Review of Draft “Fly Quiet Late Night Noise Limitation Program” (Program):

The noise consultant reviewed the latest iteration of the Program and the suggested renaming of the effort from “Voluntary Curfew” to “Fly Quiet Late Night Noise Limitation Program”. It was noted by the Working Group that the name “Voluntary Curfew” did not completely correspond to the components of the effort being suggested. It was also noted that other airports utilize a variety of names for similar efforts around the country. The objective of the Program is to reduce late night aviation noise, particularly focusing on the noisiest aircraft. The Program would have three components:

1. A request to all late-night carriers to move late-night operations to less sensitive hours;
2. Include a late-night noise penalty in the Fly Quiet Program computations to incentivize airlines to transition to quieter aircraft; and
3. publicize on a more regular basis all four Fly Quiet Program category rankings for all air carriers.

The general guidelines for the Program include:

- It is intended for the hours of 12:00am to 5:00am.
- It will utilize the Port’s current Fly Quiet Program and add a new 4th category for loud aircraft noise during the late night hours.
- It’s specific to aircraft whose noise profile is above a defined threshold.

The noise consultant reviewed how the Program would be implemented. Only aircraft types flying above an average single event noise threshold will receive a Fly Quiet Program penalty score. The average noise SEL threshold is intended to be set so that noisier aircraft in the late night hours are penalized in the FQA scoring system. A penalty is based on the maximum of the four noise monitors. The noise consultant shared example data for measurement and arrival and departure noise comparisons to show which aircraft would likely be penalized and what SEL would likely be used as part of the Fly Quiet Program. Additional analysis to determine the exact SEL still needs to occur, but it appears that the Departure SEL would likely fall around 89 to 90 SEL at Noise Monitor Site 19. Additional data regarding arrival noise was reviewed. Arrival noise is quieter than departure noise; therefore, the penalty would likely be instituted around 84 to 85 SEL at Noise Monitor Site 12.

The preliminary methodology for the penalty would include a noise threshold that would be set for each of the four noise monitors with the maximum noise from the loudest of the four monitors used to determine the amount of penalty. The penalty would only be for aircraft above the threshold. The noise consultant provided examples of what the late-night penalty scores would look like given average SEL and examples of the effect of the penalty on current air carriers who fly during the late-night hours. The next steps for this Program include reviewing the Draft Program with the larger StART group, developing the specific threshold for each site, creating communication materials that explain the process, revising the FQA Scoring Spreadsheet, and meeting with the airline operators to educate them on the Program.

Discussion focused on questions related to how the Fly Quiet Program would be changed and how the scoring would work. Questions and responses to questions included:

1. What are the current three categories in the Fly Quiet Program and how will this new program affect that?

Response:

- How successful they are staying in the corridor on arrival and departure? We give a score for each airline based on their compliance with the airport's noise abatement corridors.
 - How quiet is their fleet? A score is given with the quietest airline getting the highest score and others ranked according to the overall noise level of their operations.
 - Nighttime engine maintenance run-up regulations are in place at Sea-Tac. Run-ups that do not adhere to the nighttime rules result in a deduction of points to the total score.
2. What is the difference between the current FQA scoring and what the Working Group is currently discussing?

Response: We are adding a fourth scoring category. It would result in the deduction of points for any flights between the hours of midnight and 5 am that exceed a given threshold.

3. Is there a way to make the Fly Quiet Program include the reduction of ground noise, which is more of a problem for SeaTac, Burien, and Normandy Park? It seems like it could be good tool.

Response: This can be explored when the Working Group discusses ground noise in 2019

Discussion also focused on whether this effort was moving away from an actual curfew to more of a noise limitation program. Responses from StART community representatives to this concern included:

- The guidance from StART is acting within the envelop of realistic possibility. This would represent progress and StART can take pride in its implementation.
- There is a long-term objective to be pursued, but it seems unlikely that Congress will change the law regarding an airport's ability to set mandatory curfews any time soon. Tangible results are good to reach now.
- In creating StART, it seems like even something modest like this program will demonstrate that StART can work and it can be built upon.
- The proposed Program is just one of the building blocks. There will be additional efforts related to ground noise, reverse thrust etc. At the end of the day, there will be a number of approaches coming together and it will be impactful.
- This effort demonstrates progress. It's modest, but it represents a big step for an airport, especially a large international one, to take.

Review of Revised Draft of Runway Use Agreement

Port staff reviewed changes made to the Draft Runway Use Agreement based on the Working Group's comments from the previous meeting. Examples of south-flow and north flow runway usage at night and a high level overview of what it means to move flights from the 3rd runway to the other runways, from 12:00am to 5:00am, were shown. It was noted that the new agreement would include monthly monitoring. Next steps included discussing the revised draft at the next StART meeting, engage the FAA

in reviewing and providing input, identifying whether environmental review will be required, and additional steps leading to the finalization of the new Runway Use Agreement.

Questions and responses to questions included:

1. How much time will it take to get through the FAA review?

Response: A number of months. It took 4 to 5 months to go through the process in 2010. Much of the language from the 2010 agreement still exists in the new draft, which may expedite the process.

2. How receptive has the FAA been so far to establishing a new agreement?

Response: The conversations between the Port staff and the FAA have been pretty positive so far. The draft has been shared with the FAA so they are aware of its contents. It will require legal review. Air Traffic Control still has to weigh in on the content.

3. A few meetings back, the FAA representative stated that the Air Traffic Control Tower had informally begun employing some of the tactics outlined in the Draft Agreement. Is that true?

Response: Barring periodic nighttime runway closures, it's true from 1 AM to 5 AM. However, from 12 AM to 1 AM, a number of landings are occurring on the third runway on a regular basis.

4. When does the new Cathy Pacific flight start and how often will they be flying?

Response: The new flight is replacing a flight that was flown by Delta Air Lines. Starting in 2019, they intend to depart around 1:00am approximately 4 times a week. They will be flying an A350, which is a quiet aircraft. It will usually depart from the east runway.

Discussion focused on the tension that exists between adding new flights and major projects at the airport and reducing noise impacts to the surrounding communities. It is difficult for communities to support new projects/flights without first witnessing the airport's commitment to noise reduction. Concern was expressed regarding the Port's marketing strategies and whether it would be in the interest of StART to discuss this tension around marketing. It was noted that StART might also desire to provide guidance on longer-term initiatives on the Congressional/Federal level. A community representative also noted that it is important to take into account how ideas for reducing noise may affect the larger regional economy. It was stated that it is important to acknowledge the benefits that the airport also brings, that people in the region desire, including economical travel, delivery of goods (for example, the shift to more on-line ordering), and jobs. The objective is to be able to provide guidance to the airport on how to channel the growth with as little impact to the communities as possible.

A320 Vortex

Port staff described that the A320, A319, and A321 whistle noise occurs between 7-30 miles from landing and is caused by a circular vent hole under the wing. Airlines flying the A320 fleet at Sea-Tac include:

- American
- Air Canada
- Alaska
- Delta
- United
- Jet Blue
- Spirit
- Allegiant
- Frontier
- Volaris

Retrofitting the aircraft with a specific part can mitigate the noise. Retrofits can happen when the aircraft is receiving heavy maintenance, typically every two years. Fuel tanks and systems have to be fully drained for the work to occur. It is unknown how many aircraft have already been retrofitted, but a visual spot check suggests that about 50% of A320's at Sea-Tac have been retrofitted. It is unknown what plans the airlines have to retrofit their fleets.

Discussion focused on what the Port could do to encourage retrofitting of aircraft. The suggestions included:

- Provide incentives in the Fly Quiet Program and/or encourage the airlines to retrofit.
- Identify, if possible, how many aircraft are still needing the retrofit.
- Add to the Fly Quiet Program a voluntary program that communicates to the airlines that Sea-Tac will deduct points if they don't retrofit their planes.
- Ask Port staff to come up with a draft letter of inquiry to all the airlines, not just the ones in StART. Ask airlines to provide information on:
 - How many A320's do they have in their fleets that fly into Sea-Tac?
 - How many aircraft have been retrofitted?
 - What is the plan and timeline to complete the retrofit?
 - What is the cost per aircraft to complete the retrofit?
- Ask StART airlines representatives what they think would be the best way to encourage the retrofitting. Letter from the Port? Letter from StART?
- Provide to the Working Group the Jet Blue presentation on the costs of their retrofit program.
- Request Alaska Airlines and Delta Air Lines StART representatives to share, at the next StART meeting, whether they have plans for retrofitting their fleets and if so, the timeline.

This topic will be summarized at the StART meeting and additional feedback from StART will be solicited.

Continuation of Glide Slope Angle Analysis

Port staff recapped information regarding the Instrument Landing System and existing conditions. Instrument Landing Systems are composed of two primary ground components: the Localizer, which provides horizontal information, and the Glideslope (GS), which provides vertical information. Three degrees GS is the standard. Existing GS angles and crossing heights were reviewed as well as the three categories of ILS (CAT I, CAT II, CAT III). Port staff provided information and case studies in the US and

Germany where the GS is greater than three degrees. Port staff reviewed some options and what measures might need to be taken to increase the GS. It was discussed whether anything greater than three degrees would require a waiver from the FAA. Additional analysis would need to be done to determine the feasibility of a greater than three degree GS. It was noted that potential impacts to surrounding airports and airspace would need to be analyzed.

Questions and responses to questions included:

1. What other airports in the US have a greater than three degree GS?

Response: Cleveland and Newark, but more information would need to be gathered to understand their situation. There is no CAT III in the US with a greater than three degree GS.

2. How many CAT I approaches are there at Sea-Tac?

Response: The answer would require additional data review.

3. Given the significant fuel savings to the airlines with the CAT III precision, wouldn't all airports be going to CAT III equipment over the next few years?

Response: There are other strategies that play into the decision. There are a number of considerations that would go into changing the approaches.

4. Why does the 34 R runway have an inboard GS of 2.75 degrees?

Response: It was established a long time ago and never modified. It is uncertain what the Incentive for the FAA to change the GS to 3 degrees would be. The change has limited noise reduction benefit as it changes the angle about 20 feet vertically per mile.

5. What is the angle of a plane at take off at a 3.1 degree GS? Could the plane be landed at the same angle as takeoff?

Response: The angle at takeoff depends on the aircraft. Landing does not occur at the exact same angle as a departing plane.

6. Would all runways have to have the same GS?

Response: With the exception of Runway 34R, all runway ends have a three degree GS

Discussion focused on identifying what the Working Group's goal might be regarding the GS. Would the preference be to explore a change to a 3.1 degree GS? The Port stated it is willing to explore the costs and benefits of a change. It was noted that it would be important to consider the impacts of a GS change as a higher GS may require additional use of reverse thrust to slow down landing aircraft.

Next steps include:

- Consider asking one of the StART airline representatives to do a "back of the envelope" calculation of what fuel savings are accomplished with a change in GS.

- Discuss a preferred GS goal at the next Aviation Noise Working Group meeting.
- Ask StART representatives from Delta Air Lines, Alaska Airlines, and the FAA what their perspectives and concerns are regarding increasing GS above 3 degrees.
- Provide additional analysis through a visual that shows what the difference in aircraft height over houses and neighborhoods for different GS approaches and takeoffs would be and what the decibel change might be.
- Consider bringing in an FAA employee from the flight procedure office to provide information on all the ins and outs of take off/landing/airport flow.

2019 Scheduling

The facilitator confirmed that the Aviation Noise Working Group would continue in 2019. Upon discussion it was decided that the Working Group would move its meetings to the second Monday of each month from the fourth Monday of each month so as to overlap with StART meetings. A meeting invitation for the next six months will be sent to Working Group participants. Unless a Working Group participant notified the facilitator that they would like to not be on the Working Group, it is assumed that all current participants will remain engaged.

The next Aviation Noise Working Group will be on 01/14/19 at the airport.

Appendix C

START Meeting 12-19-18: Public Comment: Bernedine Lund

Overview of Recommended Actions:

Update FAA policy: The FAA policy dictates much of what the Port of Seattle (PoS) can and cannot do with revenues from the Port.

Airlines are not currently responsible for the noise and air pollution that is harming the local residents, and local and global environment with noise and air pollution (toxic chemicals and CO₂).

- Currently the PoS is paying to clean up toxic sites left from previous businesses.
- It seems logical that the costs of mitigation and environmental clean-up should come from the flying public and/or airlines.
- This can be done with added cost to each ticket, or gate fee at the PoS. A change in the policies will have to be done to make this happen.

Regulate airline growth: The large growth in the airline industry is not regulated, and in the words of one article the emissions are "...frying the planet".

- The airline industry needs to curtail this unrestrained growth, at the PoS and other airports across the world, to meet the CO₂ limits set by the state, the US, and the UNFCCC.
- The legislature needs to develop a realistic CO₂, CO, ozone, etc. emissions calculation that includes all the jet fuel used, not just that included for take offs and landings.
- Other activities that cannot grow fast enough to reduce the emissions from the large airline growth include: 1) increased fuel efficiency, 2) CO₂ offsets, 3) biofuels, 4) electric planes.

Address public demand for airline growth: The large growth is being pushed by the airline industry and airports.. There are many ways this happens, just as the tobacco companies used to push cigarette smoking.

- Larger and larger airports are being built to be very appealing to the public, almost serving as small cities, e.g., the almost \$1 billion International Building at PoS.
- The cost of flights is artificially low, and does not cover the overall costs; e.g., the PoS is increasing King County property taxes to pay for some additional activities, and the costs do not include mitigation costs.
- The dangers of flying to the public and airline staff should also be made more prominent (like a disclosure statement) when the public purchases tickets.
- Increase in ticket prices due to mitigation and costs of multiple health damages will help drive down the demand (e.g., there is a direct correlation between increased tobacco costs and reduced tobacco use).

Independently, there are several public movements to limit airline use: people in Sweden are using a word for mileage shaming; some are recommending setting mileage limits; and some airlines have stopped offering frequent flyer miles. Real change will most likely have to come from legislation. For example, legislation restricted tobacco company advertising and asbestos use has stopped; however, these companies are still being sued for the harm they have done to people's health.

Promote job growth in alternative transportation: The PoS says that job creation from the airline growth is positive for the local area.

- Building and maintaining other transportation options could have similar job opportunities. For example, high speed trains or hyperlink could transport people up and down the coast using renewable energy. Right now, train tickets are more expensive than airline flights.

Site a region wide freight and/or passenger airport - i.e. one used for the entire region, including nearby states, not just Seattle, with trains carrying the freight to/from the airport.

- Another airport is still needed to accommodate the overcrowding at the current PoS.
- Stop further building at PoS until the overall airline growth is addressed.

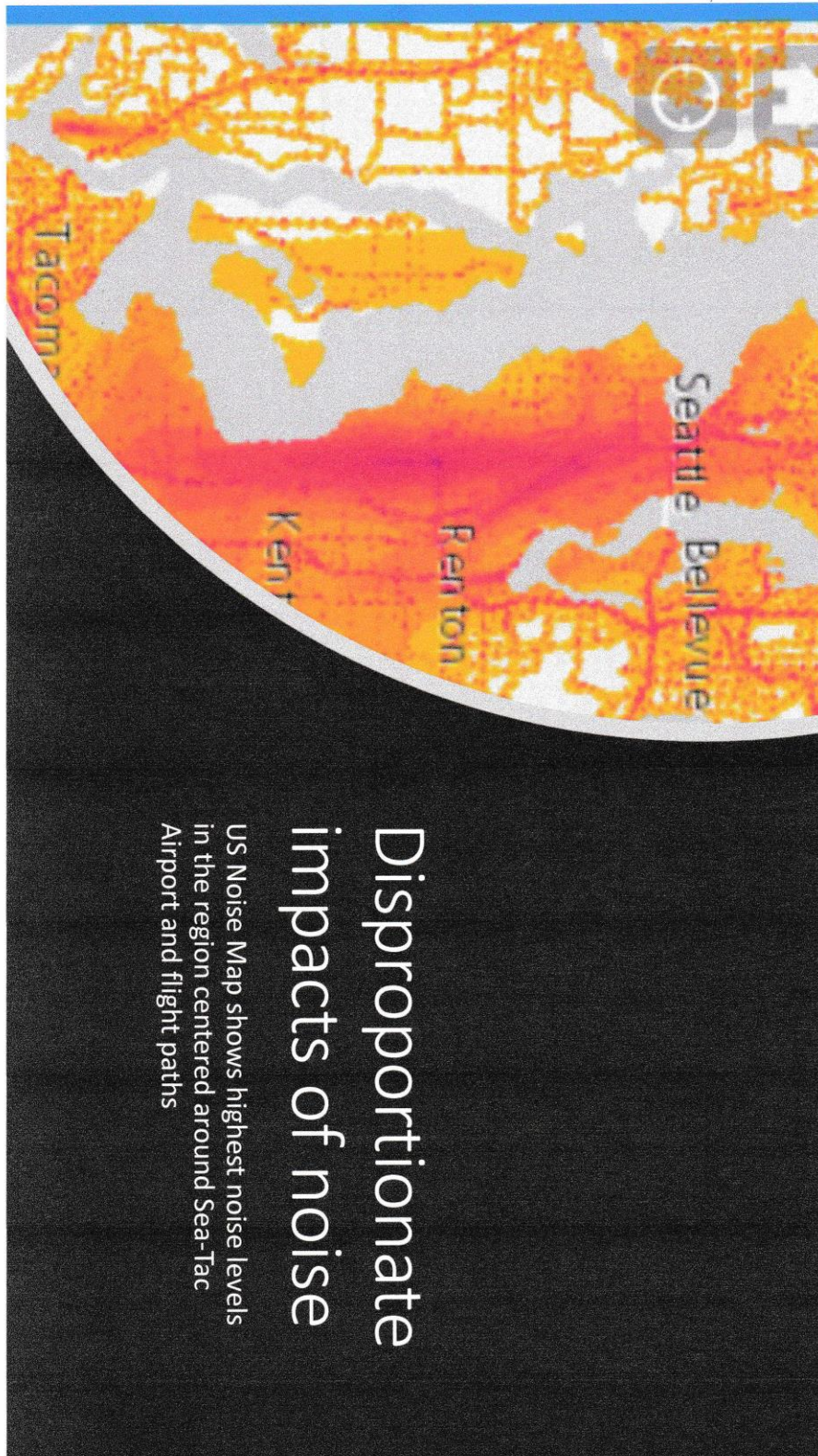
Appendix D

Debbie Wagner Written Comments

Disproportionate Impacts

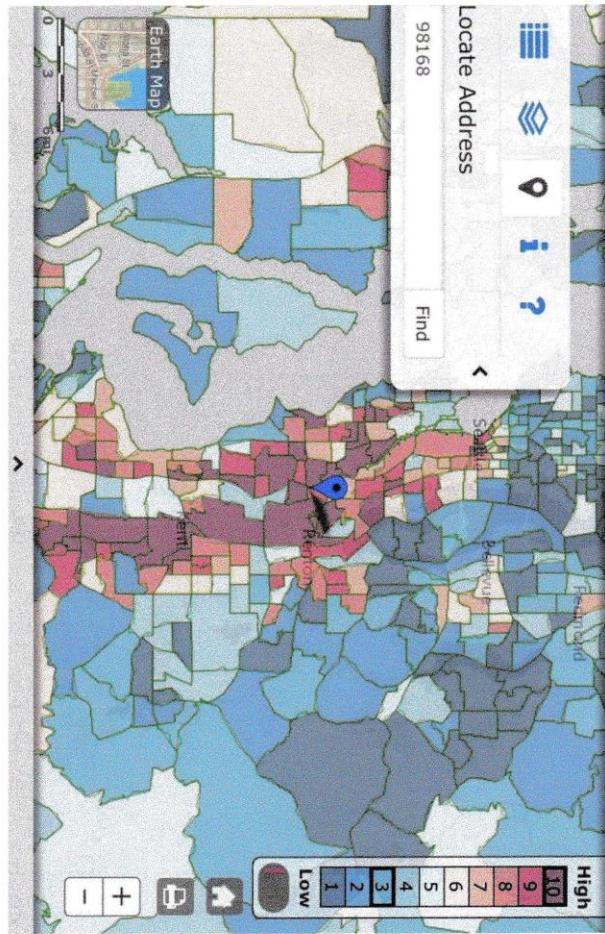
Maps: King County Health, State Department of Health, EPA EJ Screen, Port of Seattle, Flight Pattern Kids

- Cities in South King County experience a high level of disproportionate impacts from Sea-Tac Airport operations which include:
- Low income residents, highest poverty levels in the county
- Language barriers
- Higher illness rates
- Lower life expectancy
- Less access to healthcare
- Highest noise levels in the county
- Highest concentrated emissions in the county



Disproportionate impacts of noise

US Noise Map shows highest noise levels in the region centered around Sea-Tac Airport and flight paths



Highest health disparities in the region mirror the areas with the highest noise impact and follow the flight path

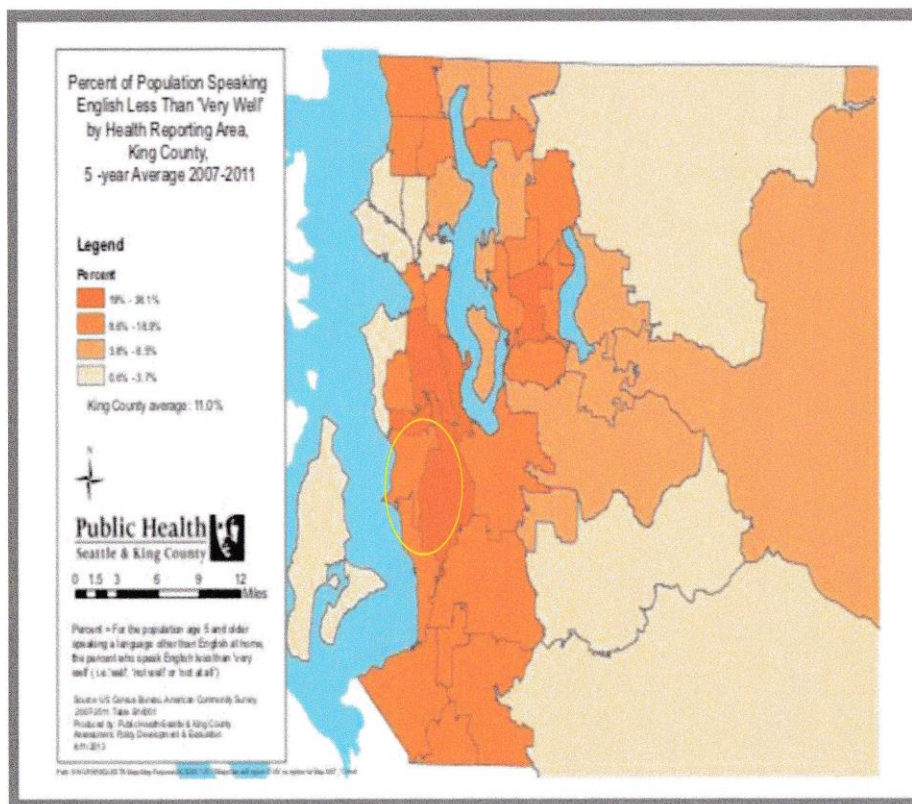


Note the concentration of flight paths matches the high noise, health impacts, social detriments, low income and minority, and disparities.

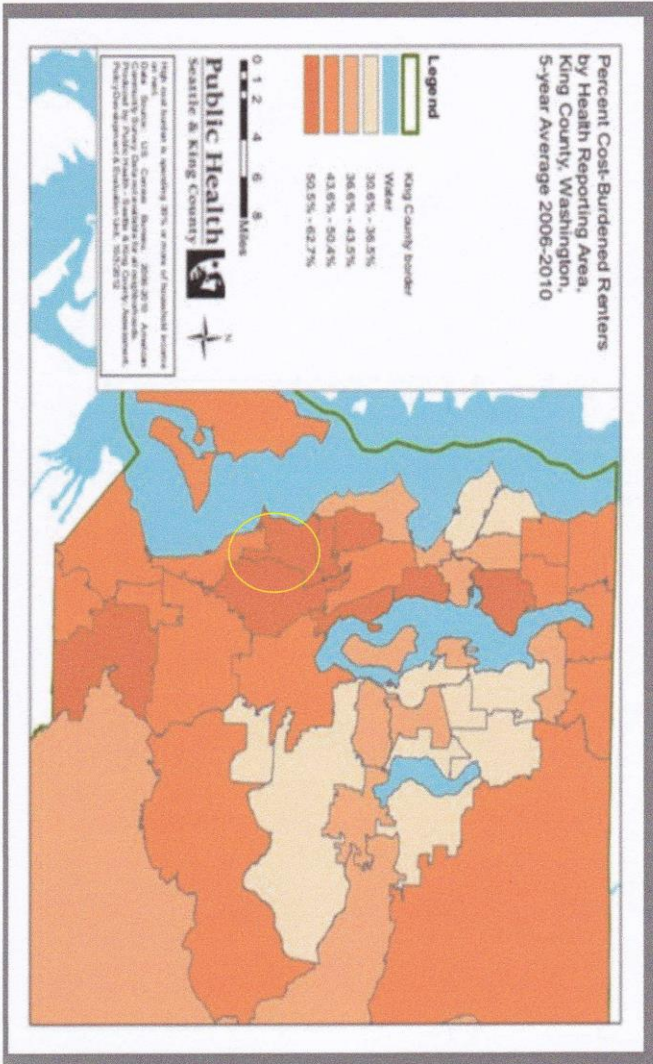


Flight Pattern Kids household health questionnaire shows reported cancer and immune disease concentrated in the highest noise/health impacted areas around the airport and flight path

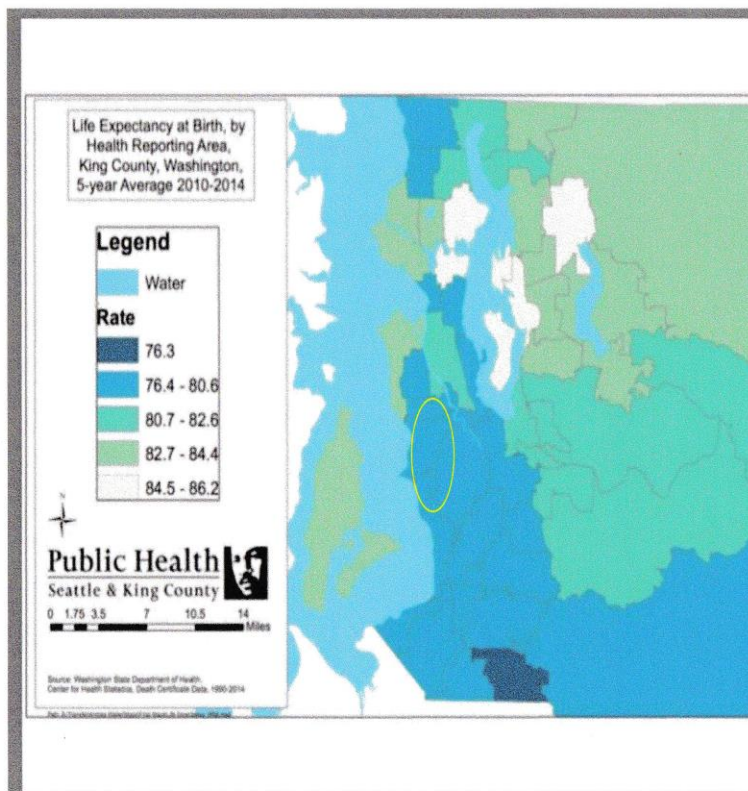
King County Health and Economic Maps: Language barriers



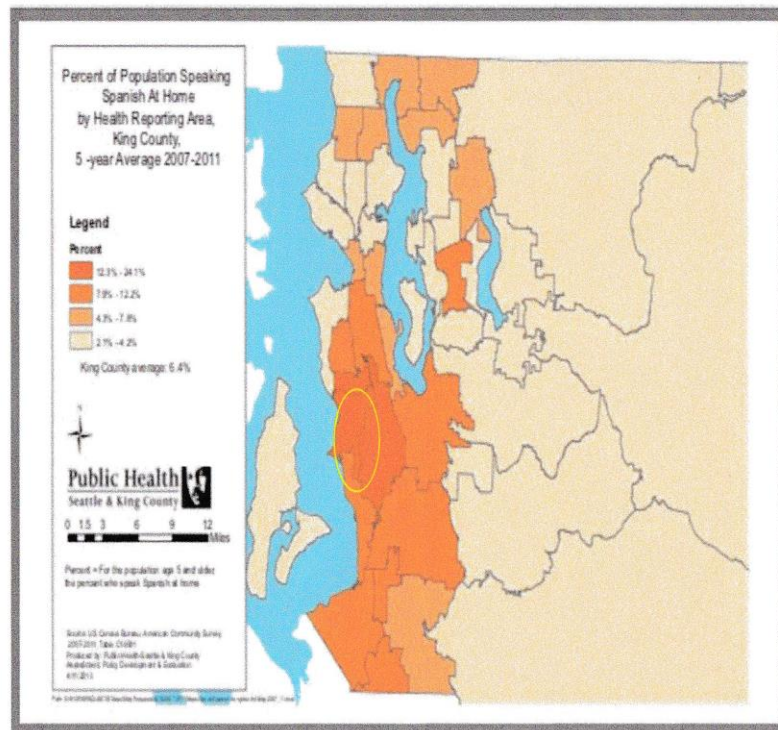
King County Health Maps: Cost Burdened Renters



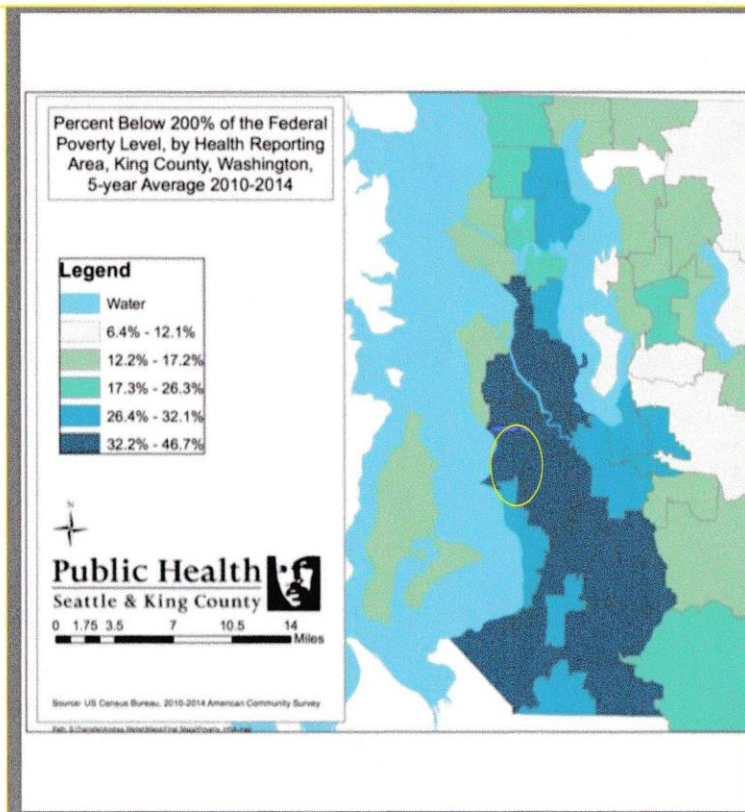
King County Health Maps: Life Expectancy



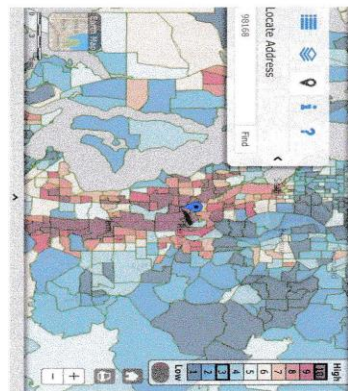
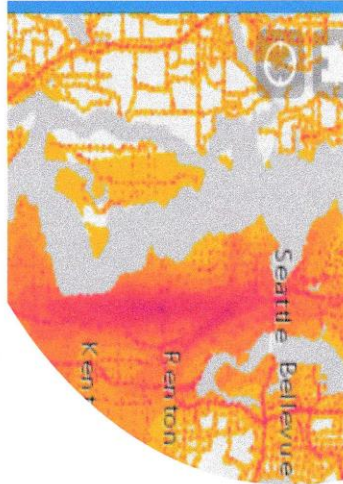
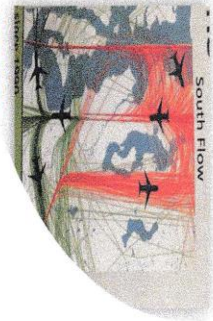
King County Health Maps: English as a second language



King County Health Maps: Poverty



King County Health Maps:
Low Income



Appendix II

Revised Operating Procedures





SEA-TAC STAKEHOLDER ADVISORY ROUND TABLE

OPERATING PROCEDURES

Updated on October 19, 2018

Background

In fall 2017, the Port of Seattle (Port) developed the Sea-Tac Stakeholder Advisory Round Table (StART) to enhance cooperation between the Port and the neighboring cities of SeaTac, Burien, Des Moines, Normandy Park, Tukwila and Federal Way (cities). This voluntary, non-governing regional roundtable is being convened by the Aviation Managing Director, influenced by discussions with leadership from the cities representing their communities.

Purpose

StART provides Southwest King County cities, communities, airline representatives, the Federal Aviation Administration (FAA) and the Port with the opportunity to:

- Support meaningful and collaborative public dialogue and engagement on airport-related operations, planning and development;
- Provide an opportunity for the communities to inform the airport-related decision making of the Port of Seattle and other Southwest King County jurisdictions/organizations; and
- Raise public knowledge about the airport and impacted communities.

The intent is to provide a forum that fosters a spirit of good will, respect and openness while encouraging candid discussion between the Port and residential and business community members from SeaTac, Burien, Des Moines, Normandy Park, Tukwila and Federal Way.

StART is the preeminent forum for information-sharing, discussing the communities' concerns, and providing feedback to the Port for issues related to Sea-Tac Airport. StART's effectiveness will be driven by a willingness by all parties to fully discuss matters of mutual concern. All parties pledge their good faith best effort to achieve those ends (see Commitments from Stakeholders).

Sponsorship

StART is convened by the Port's Aviation Managing Director, who in addition to serving as the chair, will serve as the sponsor. The sponsor will provide staff support and technical analysis/expertise, and work with the facilitator to identify briefing topics and work toward consensus to shape potential solutions.

Reporting Structure

Through discussions at StART meetings, StART members will provide input and feedback to the Port's Aviation Managing Director and staff.

StART shall have an informal relationship structure to the Highline Forum, with opportunities to provide regular reports on StART activity. The Highline Forum provides Southwest King County cities (elected representation and senior staff), educational governing bodies, and the Port with the opportunity to share information, interact with outside speakers and other governmental organizations, and work in partnership on initiatives that benefit the residents of Southwest King County.

Each member-city of the Highline Forum will be given a formal role to designate StART members (see Membership), identify recommended briefing topics to StART, and/or invite StART to present on a regular basis.

After completion and upon achieving consensus from StART members, an Annual Report shall be presented to the Port of Seattle Commission and the Highline Forum. Upon request to the chair, each city will receive a presentation of the Annual Report.

Membership

StART shall consist of the following members:

- Three (3) members serving as stakeholders, designated by each Highline Forum-member city electing to participate. Two (2) members shall be community members who reside, own a business or property, or are employed within the city and who do not serve as an elected official. One (1) member shall be a non-elected city employee.
- Two (2) airline representatives from each of the two highest passenger volume carriers serving Sea-Tac Airport (one representative and one alternate per carrier).
- One (1) air cargo representative.
- Two (2) representatives from the Port. One (1) representative shall be the Port's Aviation Managing Director. The Port's Aviation Managing Director shall designate the second representative.

Each Highline Forum-member city may assign one (1) non-elected city employee to serve as an alternate for the city employee member. The alternate employee from each city must be assigned by the chief administrative officer. Assigned alternates are encouraged to attend all meetings in order to remain current on StART activities. Because it is important for StART's membership to remain consistent in order to effectively address issues, each city has two appointed community members. Community members on StART are not assigned alternates. If one of the community members is unable to attend a meeting, the second StART community member from that city is available to participate and provide information either representative would like brought forth at the meeting.

Members shall be appointed for a two (2) year term; membership shall be renewed in January of every even numbered year. All members and alternates who serve on StART shall serve at the pleasure of their appointing bodies. It is the responsibility of each city or representational body to notify the facilitator anytime a member is appointed to or terminates service on StART.

Federal Aviation Administration

Representatives from the Federal Aviation Administration (FAA) are expected to participate at StART meetings. Periodically, time will be set aside at meetings for representatives to provide updates and briefings at StART meetings.

Facilitator

An independent, neutral facilitator will be selected and provided by the Port to assist in the preparation, management and summation of each StART meeting. The facilitator will preside over the StART meetings and be responsible for ensuring a fair, open, honest, and balanced discussion of issues and ensure the timely administering of the agenda. As a collaborative process provider, the facilitator will not act as an advocate for anyone on any substantive issue.

The facilitator may have non-confidential, informal communications and perform facilitation activities with Port staff, StART members, and others between and during meetings. To ensure a spirit of goodwill, respect, openness and candidness occurs at all StART meetings, the facilitator will manage member engagement and address situations where it appears that a member is not acting in accordance with the Commitments from Stakeholders.

The facilitator will serve as the lead disseminator of all information related to StART and its meetings, including meeting agendas and summaries. The facilitator will keep a running list of aviation topics of interest to be used in the development of StART meeting agendas, which will be periodically updated through discussions with members. The facilitator will be responsible for drafting meeting summaries, which will be provided electronically in draft form to StART members for proposed correction and comment prior to the next meeting. Final meeting summaries will be posted on the Port's StART webpage for public view.

Meetings

- **Frequency**

StART shall meet six (6) times a year unless otherwise agreed to. Meetings will be scheduled on the 4th Wednesday of the month (typically February, April, June, August, October, December)

alternating with the Highline Forum. Meetings typically begin at 6 PM and conclude at 8 PM. If Christmas falls on the fourth week in December, StART will be held on the third Wednesday in December.

Special meetings may be called upon with twenty-four (24) hours notice by the Sponsor. Any regularly scheduled or special meeting may be cancelled upon the concurrence of a simple majority of members. Each party shall designate one of its members to have the authority to so act.

- **Meeting Attendance**

Members will notify the facilitator via email if they are unable to attend, preferably one week in advance.

- **Location**

The location of StART meetings will be at Sea-Tac Airport unless otherwise noticed. It is possible that some meetings will be held at locations away from the airport.

- **Notification of Meetings**

Attendance at StART meetings is open to the public and the media. All meeting materials, including agendas, are considered public documents and available to the public consistent with the requirements of the Washington State Public Records Act Chapter 42.56 RCW. Meeting agendas will be posted one week prior to a meeting for the public to view. Meeting notices, agendas, and final meeting summaries will be posted on the Port of Seattle's StART website: www.portseattle.org/page/sea-tac-stakeholder-advisory-round-table.

- **Meeting Agendas**

Each meeting may include the following agenda items: updates from the Aviation Managing Director, roundtable updates from each member and informational presentation(s).

The facilitator and Port staff will develop the Agenda for each StART meeting. Members will receive advance copies of the Agenda and are able to provide input and suggest changes prior to the agenda's finalization. A running list of aviation topics of interest will be kept by the facilitator and periodically updated through discussions with members.

At the final meeting of the year, members will complete a yearly evaluation.

- **Public Comment**

All StART meetings are open to the public and the meeting agenda is dedicated to StART-related business. Limited time is set aside at each meeting for the public to provide comments pertinent to the topics listed on that day's StART meeting agenda. Members of the public who wish to speak are asked to sign-up before the meeting begins and are provided one to three minutes of time. Due to time limitations, not all who sign-up to speak will necessarily be provided an opportunity to speak. Members of the public are encouraged to submit written comments to Port staff for circulation to the full StART membership.

StART does not engage in dialogue with those who provide public comment during meetings. Questions or requests for information or documents may be made separately from StART meetings.

Feedback

StART is not a formal decision-making body or an inter-local agency; StART will not follow procedural rules of order and will not entertain motions or record votes.

StART will use consensus to shape feedback, which will be captured in a formal meeting summary developed by the facilitator. Consensus-based actions are the product of discussions among the members to distinguish underlying values, interests, and concerns with a goal of developing widely accepted feedback. The facilitator will assist StART in articulating points of agreement, as well as articulating concerns that require further exploration or areas where consensus could not be achieved.

Working Groups

Working groups may be established to allow for work to continue between StART meetings and to give specific issues and topics a more in-depth focus. A working group will be comprised of a subset of StART members and any staff support and technical analysis/expertise as identified by the Port. Working groups adhere to the StART Commitments from Stakeholders. Working groups set their agendas and work plan. Working groups will report out on the progress of their work and are open to suggested topics and guidance on their work plan during StART meetings. StART members who are not a member of the working group may attend as “observers”. Working group meetings are not open to the public.

Amending the Operating Procedures

Operating Procedures may be amended by consensus of the Airport’s Managing Director and the non-elected employee representatives from each of the Highline Forum cities. Proposed modifications to the Operating Procedures will be distributed in writing to the Airport’s Managing Director and the non-elected employee representatives. Any proposed modification to StART’s Operating Procedures will be evaluated at a separately scheduled meeting with the Airport’s Managing Director and the non-elected employee representatives. If there is consensus, modifications to the Operating Procedures will be communicated to the StART members.

Annual Report

StART will have an annual evaluation to review accomplishments and outstanding issues. With assistance from Port staff, the facilitator will produce an annual report based on StART’s yearly evaluation. After completion and upon achieving consensus from StART members, the annual report shall be presented to the Port of Seattle Commission and the Highline Forum. Upon request to the chair, each city will receive a presentation of the Annual Report.

COMMITMENT FROM STAKEHOLDERS

StART members will participate in good faith, which means:

1. Set aside time to prepare for and participate in the meetings.
2. Participate fully, honestly and fairly, commenting constructively and specifically.
3. Speak respectfully, briefly and non-repetitively; not speaking again on a subject until all other members desiring to speak have had the opportunity to speak.
4. Allow people to say what is true for them without fear of criticism from StART members.
5. Avoid side conversations during meetings.
6. Provide information as much in advance as possible of the meeting in which such information is to be used and share all relevant information to the maximum extent possible.
7. Generate and explore all options on the merits with an open mind, listening to different points of view with a goal of understanding the underlying interests of other StART members.
8. Consult regularly with their appointing bodies and provide their input in a clear and concise manner.
9. Each member agrees to work toward fair and practical feedback that reflects the diverse interests of all StART members and the public.
10. When communicating with others, accurately summarize the StART process, discussion and meetings, presenting a full, fair and balanced view of the issues and arguments out of respect for the process and other members.
11. Strive for consensus in shaping feedback and closure on issues.
12. Self-regulate and help other members abide by these commitments.

Appendix III

Draft Rolling Work Plan



DRAFT/ROLLING NEAR TERM AVIATION NOISE ACTION AGENDA
StART AVIATION NOISE WORKING GROUP

2018/2019 Work Plan Draft
As of February 12, 2019

ID	Task Name	Nov '18	Dec '18	Jan '19	Feb '19	Mar '19	Apr '19	May '19	Jun '19	
1	Late Night Noise Limitation Program	[Green bar spanning Nov '18 to Jun '19]								
2	Draft language	[Green bar from Nov '18 to Dec '18]								
3	Working Group: circulate draft language	[Green diamond in Nov '18]								
4	Open discussions with FAA/Alaska/Delta on language	[Green bar from Nov '18 to Dec '18]								
5	Update Working Group	[Green diamonds in Dec '18, Jan '19, Feb '19, Mar '19, Apr '19, May '19]								
12	Update StART	[Green diamonds in Dec '18, Feb '19, Apr '19]								
16	Define SEL Noise Thresholds	[Green bar from Dec '18 to Feb '19]								
17	Conversations with FAA	[Green bar from Jan '19 to Mar '19]								
18	Formal conversations with all airlines (station managers, AAAC, individual carriers)	[Green bar from Mar '19 to Jun '19]								
19	Finalize language	[Green bar from Feb '19 to Mar '19]								
20	Update Highline Forum	[Green diamonds in Jan '19, Mar '19, May '19]								
24	Update Commission	[Green diamond 1/22 in Jan '19]								
25	Develop new Fly Quiet materials	[Green bar from Mar '19 to Jun '19]								
26	Implement program	[Green bar from Mar '19 to Jun '19]								
27	Runway Use Agreement	[Dark blue bar spanning Nov '18 to Jun '19]								
28	Begin drafting runway use agreement	[Dark blue bar from Nov '18 to Dec '18]								
29	Working Group: circulate draft agreement	[Dark blue diamond in Nov '18]								
30	Open discussions with FAA/Alaska/Delta on language	[Dark blue bar from Nov '18 to Dec '18]								
31	Update Working Group	[Dark blue diamonds in Dec '18, Jan '19, Feb '19, Mar '19, Apr '19, May '19]								
38	Update StART	[Dark blue diamonds in Dec '18, Feb '19, Apr '19]								
42	Finalize draft language	[Dark blue bar from Jan '19 to Feb '19]								
43	Formal conversations with FAA	[Dark blue bar from Jan '19 to Mar '19]								
44	Update Highline Forum	[Dark blue diamonds in Jan '19, Mar '19, May '19]								
48	Possible Environmental Review	[Dark blue bar from Mar '19 to May '19]								
49	Update Commission	[Dark blue diamond 1/22 in Jan '19]								
50	Implement	[Dark blue bar from May '19 to Jun '19]								
51	Glide Slope Analysis	[Purple bar spanning Nov '18 to Jun '19]								
52	Begin definition of steps toward 34R glide slope implementation	[Purple bar from Nov '18 to Dec '18]								
53	Present the 34R glide slope level of effort, schedule and cost	[Purple diamond in Nov '18]								
54	Define steps toward 34R glide slope implementation	[Purple bar from Dec '18 to Jan '19]								
55	Present the 34R glide slope implementation recommended approach	[Purple diamond in Dec '18]								
56	Update StART	[Purple diamonds in Dec '18, Feb '19, Apr '19]								
60	Update Working Group	[Purple diamonds in Dec '18, Jan '19, Feb '19, Mar '19, Apr '19, May '19]								
67	Determine potential ways to expedite approach	[Purple bar from Jan '19 to Mar '19]								
68	Update Highline Forum	[Purple diamonds in Jan '19, Mar '19, May '19]								
72	Update Commission	[Purple diamond 1/22 in Jan '19]								
73	Airfield Noise/Reverse Thrust Study	[Brown bar spanning Jan '19 to Jun '19]								
74	Working Group: Present on reverse thrust	[Brown diamond in Jan '19]								
75	Working Group: Consultant presentation on identifying opportunities for ground noise reduction	[Brown diamond in Mar '19]								
76	Update StART	[Brown diamonds in Feb '19, Apr '19]								

Project: StART Aviation Noise Working Group

LEGEND: [Green bar] = Work Task/Activity Duration [Green diamond] = Scheduled Meeting [Dark blue diamond] = StART / Working Group Meeting

Appendix IV

Draft Near-Term Aviation Noise Action Agenda Summary



**Sea-Tac Stakeholder Advisory Round Table (StART)
Aviation Noise Working Group
DRAFT NEAR-TERM AVIATION NOISE ACTION AGENDA SUMMARY
as of 2-12-19**

Near-Term Action Item	Late-Night Noise Limitation Program	Runway Use Agreement	Glide Slope Angle Analysis	Airfield Noise Assessment
Description	Voluntary measures to reduce late-night (12:00 AM to 5:00 AM) noise through incentivizing air carriers to fly at less noise sensitive hours or transition to quieter aircraft	Revise the current Runway Use Agreement to minimize use of the 3 rd Runway during the late-night hours (12:00 AM to 5:00 AM)	Raising Runway 34R's glide slope to lessen aircraft approach noise	Analyze airfield ground noise sources including researching opportunities to minimize the impacts of reverse thrust noise
Components	<ul style="list-style-type: none"> Reestablish conversations with air carriers on scheduling flights outside of the late-night hours Recognizing there are reasons why many air carriers fly during the late-night hours, establish a noise threshold that would identify the louder aircraft flying during the late-night hours to incentivize the transition to quieter aircraft Late-night noise threshold observance would be tracked as part of the Port of Seattle's already established Fly Quiet Program and publicized on a more regular basis along with the results of the other Fly Quiet Program's aircraft noise-related categories 	Updated language for: <ul style="list-style-type: none"> 3rd Runway daytime/evening runway usage 3rd Runway late-night runway usage North flow Preferential Use during nighttime hours Monthly monitoring of compliance in partnership with the FAA 	<ul style="list-style-type: none"> Consider various strategies and timelines for raising Runway 34R's glide slope Once strategy for 34R is determined, consider options for raising the glide slope on all runways to higher than 3 degrees 	Consider options on the scope and funding of a comprehensive analysis of ground noise
Potential Changes	Reduction of aircraft noise during the late-night hours	Minimized use of the 3 rd Runway during the late-night hours	Reduction of aircraft noise for communities south of Sea-Tac	Reduction of aviation noise
Key Responsible Parties	Port of Seattle, air carriers, and cargo operators	Port of Seattle and FAA	Port of Seattle, FAA, and air carriers	TBD
Next Steps	Finalize noise thresholds; schedule informational briefings with air carriers – first tentatively planned for 3/28/19	Draft finalized and sent to FAA; awaiting FAA's response	Strategy for raising 34R's glide slope determined; currently considering ways to expedite the project	TBD

We all hope that if we fall on hard times, we will have the support we need to regain stability. Services that allow people to weather a short- or long-term disability-- whether physical or mental health-related-- can mean the difference between living in a safe, healthy home or becoming homeless.

Washington state's **Housing & Essential Needs (HEN)** program ensures that extremely low-income people diagnosed with significant physical disabilities or mental illnesses can meet their basic needs and address their disability while they are unable to work. It also means that a short-term disability won't result in long-term homelessness. HEN provides rent and utility assistance, as well as access to health and hygiene items.

> **A robust investment in HEN would result in thousands of people being safely housed**

The HEN program has not received a funding increase since its inception in 2011. Across the state counties are incurring waitlists as eligible individuals cannot access HEN due to funding limitations. An **investment of \$69 million** would ensure Washington state takes advantage of this highly effective program to ensure low-income people with disabilities remain housed.

> **HEN is a highly effective investment that promotes long-term stability**



HEN has a built-in transition to stability

The HEN program is a critical, temporary support that prevents long-term homelessness. By design, the program either transitions low-income individuals back to work at the conclusion of their short-term disability, or to federal Supplemental Security Income (SSI) by way of the state's Aged, Blind, or Disabled (ABD) assistance.



HEN is a front line investment in our state's behavioral health system

An investment in housing stability provides essential support necessary to address a temporary disability, especially mental health needs. **The vast majority (81%) of those served by HEN have a behavioral health need they are working to address.**



HEN clients receive additional wraparound support through the Medicaid Transformation Waiver

HEN/ABD clients are a target population of our state's Foundational Community Supports offered through the Medicaid Transformation Waiver. This strategic combination of federal dollars provides tenancy support services and employment services to HEN clients.



HEN provides flexibility to support client success

HEN has the unique flexibility of allowing clients to use their assistance to rent from a family member, or a room or apartment on the private market. This flexibility provides a wide array of options-- even within challenging rental markets-- to support the individual needs of a clients' transition to stability.



The HEN program helped me qualify for an apartment despite credit history challenges and a scattered rental history. Getting off the streets and into my own space greatly improved my depression, anxiety, and motivation in engaging in healthy activities. This has improved my quality of life and helped me to establish independence.

[S]ince moving into my own apartment I have been able to volunteer at a shelter for homeless families, working as support staff in their central kitchen. I recently applied for a regular full time position at that same shelter.

-Nicholas, advocate and HEN recipient

CITY OF BURIEN, WASHINGTON

RESOLUTION NO. ____

A RESOLUTION OF THE CITY OF BURIEN, WASHINGTON, RECOGNIZING THE SHORTAGE OF STATE HOUSING AND ESSENTIAL NEEDS (HEN) RENTAL ASSISTANCE FUNDING AND THE IMPACT THAT INCREASING FUNDING FOR THIS SUCCESSFUL PROGRAM WILL HAVE IN OUR COMMUNITY

WHEREAS, Washington's Housing and Essential Needs (HEN) program ensures that extremely low income people diagnosed with significant, temporary mental illnesses or physical disabilities can meet their basic needs like housing and hygiene while they are unable to work; and

WHEREAS, HEN is both a frontline investment in our state's behavioral health system and a critical component of our homelessness response systems in local communities. 85% of people eligible for HEN have a mental illness need and 72% have a serious mental illness need. In addition, 43% are homeless or at imminent risk of homelessness upon referral; and

WHEREAS, HEN clients are eligible to receive additional housing and employment assistance through the Foundational Community Supports Medicaid Transformation Waiver to leverage increasingly rare federal funds for Washington's lowest income residents; and

WHEREAS, In March 2018, lawmakers passed bipartisan legislation making a long-needed technical fix to our state's HEN/Aged, Blind, Disabled (ABD) assistance programs to ensure permanently disabled people who are homeless or at risk of homelessness are able to receive HEN while awaiting SSI approval. This policy change has been immediately successful in transitioning ABD clients off the streets and into stable housing; and

WHEREAS, HEN funding has not been increased since its inception in 2011, while housing and living expenses have dramatically increased throughout the state during this period. Simultaneously, the homelessness crisis and behavioral health crisis have worsened significantly. Because current funding levels are not enough to meet the increased demand for this program, county providers are incurring waitlists and eligible clients are not being served. Since March 2018, 87% of counties reported not being able to absorb the increase in clients with their current grant award; and

WHEREAS, Key officials have determined that a significant increase of \$69 million for the HEN program is critical to approach the statewide need.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The City of Burien strongly supports the Washington State Legislature's budget proposal to increase state funds for the Housing and Essential Needs (HEN) program by an additional \$69 million.

Section 4. Effective Date. This resolution shall take effect immediately upon passage by the Burien City Council.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, AT A REGULAR MEETING THEREOF THIS ____ DAY OF _____, 2019.

CITY OF BURIEN

Jimmy Matta, Mayor

ATTEST/AUTHENTICATED:

Monica Lusk, City Clerk

Approved as to form:

Lisa Marshall, City Attorney

Filed with the City Clerk:
Passed by the City Council:
Resolution No.

January 31, 2019

TO: Brian Wilson, City Manager, Burien
Maiya Andrews, Public Works Director

FM: Mike Doubleday, Federal Relations

RE: January 2019 Federal Update

The six federal government agencies closed for 35 days reopened on January 26. USDOT, and therefore, the FAA were closed during the shutdown, as was Housing and Urban Development (HUD).

Congress is in session, but the House just completed the lengthy and difficult task of committee and subcommittee assignments last week.

As I mention in this report, Rep. Rick Larsen from Washington's 2nd Congressional District is now the House Transportation and Infrastructure's Aviation Subcommittee Chair.

1. FAA

As mentioned in the December 2018 update, I drafted a letter for Burien and adjacent city Mayors to the FAA Regional Administrator encouraging his selection of a regional ombudsmen as mandated in H.R. 302, the FAA Reauthorization Act of 2018, signed by the President in October. I forwarded the letter to the Port of Seattle for review.

The Port's federal person told me he was waiting for the shutdown to end – USDOT, and thus the FAA were both shuttered – so I think the letter will begin to move around this week. I'll keep people updated.

As a reminder, given the Airport Resolutions that passed the Council on January 28, there are two studies included in the October 2018 FAA reauthorization bill, germane to the resolutions:

- A USDOT study (contracted to the National Research Council) to 1) measure ambient lead concentrations around airports, 2) identify mitigation measures, and 3) identify existing non-leaded fuel alternatives. The study is due October 5, 2019.

- A FAA study on health impacts of aircraft noise on residents around airports; Seattle is one of the cities to be studied, per an amendment by Congresswoman Jayapal. The study is to commence April 5, 2019 and be completed within three years.

The recent government shutdown of USDOT (and the FAA) may push these study dates back a bit.

2. Housing

With the end of the government shutdown, Housing and Urban Development (HUD) and other agencies' budgets will be funded through February 15 at FY 2018 levels.

The National Low Income Housing Coalition released the following information regarding federal housing budgets on January 28:

“With the reopening of the government, HUD now has three weeks to start renewing rental assistance contracts, ensure homeless service providers receive delayed funding grants, and fund both public housing operations and Housing Choice Vouchers. USDA (US Department of Agriculture) will be able to renew rental assistance and

approve loans. Three weeks will not be enough time, however, for HUD and USDA to address the backlog of work that piled up during the shutdown. Congress must pass full-year spending bills that provide robust funding for affordable housing and community development programs.”

(USDA provides homeownership opportunities to rural Americans, and home renovation and repair programs. USDA also provides financing to elderly, disabled, or low-income rural residents in multi-unit housing complexes to ensure that they are able to make rent payment).

3. House Committee Assignments

Congresswoman Jayapal will serve on the House Education and Labor Committee and the Judiciary Committee in the 116th Congress.

In a statement, Congresswoman Jayapal said in part, “I asked for and was given the appointment to the influential Education and Labor Committee. Given my past work on collective bargaining, College for All, \$15 minimum wage and the National Domestic Workers Bill of Rights, I look

forward to bringing my expertise to bear on these and other issues on the committee.”

“This [Judiciary] committee will have unparalleled responsibility to uncover the truth about President Trump, violations of the Constitution’s emoluments clause, conflicts of interest, collusion and the Mueller investigation. I will also continue to be a forceful advocate on the Judiciary Committee for humane immigration policy and critical legislation to fix our broken system, from the Dream Act and TPS (Temporary Protected Status), to my Dignity for Detained Immigrants Act.”

Congresswoman Jayapal also serves as Co-Chair of the Congressional Progressive Caucus.

A. Rep. Larsen to Chair House Aviation Subcommittee

As expected, Congressman **Rick Larsen** was named the **Chair of the House Transportation and Infrastructure’s Subcommittee on Aviation** late in January. According to the committee’s website, “The Subcommittee on Aviation has jurisdiction over all aspects of civil aviation, including safety, infrastructure, labor, and international issues.

Within this scope of responsibilities, the Subcommittee has jurisdiction over the Federal Aviation Administration (FAA). This jurisdiction covers all programs within the FAA as well as aviation programs of the USDOT with respect to economic regulation of air carriers and passenger airline service. In addition, the Subcommittee has jurisdiction over commercial space transportation, the National Mediation Board, and the National Transportation Safety Board (NTSB).”

The Senate Aviation Subcommittee (of the Senate Commerce, Science, and Transportation Committee) is chaired by Senator Cruz from Texas, primarily for the large NASA presence in Houston. **Senator Cantwell** is no longer a member of the Aviation Subcommittee (now Aviation and Space Subcommittee) but she is the ranking Democratic member of the full Senate Commerce, Science, and Transportation Committee.

4. 2020 Census Trial

On January 15, a federal District Court judge in the southern District of New York (NYC), invalidated the

Trump administration's addition of a citizenship question to the 2020 federal census.

Quoting from the Reuters article, "US Commerce Secretary Wilbur Ross had said the question - which has not appeared on the decennial census since 1950 - was necessary to enforce federal laws protecting eligible voters."

"The plaintiffs - 18 U.S. states, 15 cities and various civil rights groups - said that asking census respondents whether they are U.S. citizens will frighten immigrants and Latinos into abstaining from the count."

The decision will almost certainly be appealed; there are similar lawsuits in other jurisdictions around the country.

5. Drones

On January 15, in an anticipated and lengthy announcement, the Secretary of Transportation announced new FAA rules for flying drones over people. In short summary, the proposal is as follows:

- **Night Operations:** Current FAA regulations do not permit small drone (UAS – Unmanned Aircraft Systems) operations at night. The new regulations allow routine, small UAS operations at night under two conditions: 1) the operator must complete knowledge testing or training, and 2) the small UAS has an anti-collision light illuminated and visible for at least three miles.
- **Operations over People:** current FAA regulations prohibit routine UAS operations over people, although a pilot waiver to conduct such operations was available. The new rules divide drones by weight:
 1. Category 1 are small unmanned aircraft weighing less than 0.55 pounds. The FAA determined such small drones pose low risk of injury to people and therefore there are no flight restrictions over people in this category.
 2. Category 2 are unmanned aircraft weighing more than 0.55 pounds. The FAA proposal is a set of performance-based requirements that would

allow a small unmanned aircraft to operate over people if the manufacturer can demonstrate that, if the unmanned aircraft crashed into a person, the resulting injury would be below a certain severity threshold.

3. Category 3 allows for a higher injury threshold than Category 2, but limits an individual's exposure to risk of injury through operational limitations. To manage the increased injury risk, Category 3 operators would have 3 operational limitations:

- A prohibition of operations over any open-air assembly of people,
- Operations would have to be within or over a closed or restricted access site and anyone within that site would have to be notified that a small unmanned aircraft may fly over them,
- For operations not within or over a closed or restricted access site, the small unmanned

aircraft may transit but not hover over people.

The 200+ page report can be found below.

[https://www.faa.gov/uas/programs_partnerships/DOT_initiatives/media/2120-AK85 NPRM Operations of Small UAS Over People.pdf](https://www.faa.gov/uas/programs_partnerships/DOT_initiatives/media/2120-AK85_NPRM_Operations_of_Small_UAS_Over_People.pdf)



City of Burien
400 SW 152nd Street
Suite 300
Burien, WA 98166-1911

P 206.241.4647
F 206.248.5539

burienwa.gov

February 21, 2019

The Honorable Elaine L. Chao
Secretary of Transportation
U.S. Department of Transportation
1200 New Jersey Ave SE
Washington, DC 20590

RE: U.S. Department of Transportation INFRA Grant Application

Dear Secretary Chao:

I am writing to express my support for the Washington State Department of Transportation's (WSDOT) application for a U.S. Department of Transportation INFRA grant. The Puget Sound Gateway Program will complete the long-planned State Route 167 and 509 corridors, two critical final connections on the Designated National Highway Freight Network serving a major North American gateway for international trade.

The Puget Sound Gateway Program will extend SR 167 into the Port of Tacoma, and will extend SR 509 and improve Interstate 5 allowing for improved connections to the Port of Seattle. The new portions of SR 509 and SR 167 will reduce congestion, increase mobility between manufacturing centers and distribution hubs, and allow for faster and more efficient freight movement to and from the ports of Seattle and Tacoma, operating jointly as the Northwest Seaport Alliance.

Washington State's economy, including the vast agricultural areas of Central and Eastern Washington, is critically dependent on the efficient and predictable movement of freight on its roadways. The Northwest Seaport Alliance is the fourth largest gateway in North America, responsible for 48,000 jobs and more than \$4 billion in economic activity. The nearby cities of Kent, Sumner and Puyallup are home to the second-largest distribution center complexes on the West Coast and the fourth-largest in the country. The program also allows for construction of a new south access to Sea-Tac International Airport. This will improve access to the third largest airport for international trade on the West Coast and the fastest growing in the United States (exporting 62,375 Metric Tons of US-made cargo a year). Completing SR 509 and SR 167 is essential for our state and nation to remain competitive with other Pacific Rim countries.

Over 94 percent of the project is funded through state gas tax, local contributions, and user revenues from tolls. An INFRA grant, at six percent of the project costs, would complete the funding to construct these two final freight connections which support \$73 billion in international trade serving Northern Tier states, the Pacific Northwest, and the Puget Sound region. I strongly support WSDOT's INFRA grant application for the Puget Sound Gateway Program and encourage you to give it full and fair consideration.

Sincerely,

A handwritten signature in blue ink that reads "Brian J. Wilson" followed by the date "2/21/2019".

Brian J. Wilson
City Manager



City of Burien
400 SW 152nd Street
Suite 300
Burien, WA 98166-1911

P 206.241.4647
F 206.248.5539

burienwa.gov

October 3, 2017

The Honorable Elaine L. Chao, Secretary
U.S. Department of Transportation
1200 New Jersey Ave. SE
Washington, DC 20590

Dear Secretary Chao:

I am writing to express my support for the Washington State Department of Transportation's (WSDOT) 2017 INFRA grant application for the Puget Sound Gateway Program.

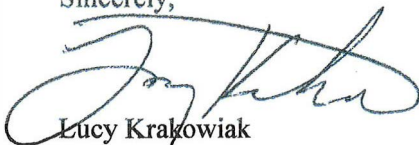
The Puget Sound Gateway Program completes the long-planned State Route 167 and 509 corridors, two critical connections on the nation's freight transportation system serving a major North American gateway for international trade. The new portions of SR 509 and SR 167 will reduce congestion, increase mobility between manufacturing/industrial centers, and allow for faster and more efficient freight movement to and from the ports of Seattle and Tacoma. The extension of SR 509 will also help create a new southern access to the Seattle-Tacoma (Sea-Tac) International Airport for both passenger and air cargo.

Puget Sound's economy is critically dependent on the efficient movement of freight on its roadways. Operating jointly as the Northwest Seaport Alliance, the ports of Seattle and Tacoma are the fourth largest container gateway in North America, responsible for 48,000 jobs and more than \$4 billion in economic activity. The nearby cities of Kent, Sumner and Puyallup are home to the second-largest distribution center complexes on the West Coast and the fourth-largest in the country. The Sea-Tac International Airport is the fastest growing in the United States and the third largest airport for international trade on the West Coast, exporting 62,375 Metric Tons of US-made cargo a year.

Completing SR 509 and SR 167 is essential for our region, state and nation to remain competitive with nations on the Pacific Rim.

I strongly support WSDOT's INFRA grant application for the Puget Sound Gateway Program and encourage you to give it full and fair consideration.

Sincerely,



Lucy Krakowiak
Mayor

Cc: Burien City Council
Brian Wilson, City Manager

PROCLAMATION

OF THE BURIEN CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON, PROCLAIMING

WHEREAS, all people should have access to safe, healthy, and affordable homes within communities of opportunity; and

WHEREAS, studies have found that each \$100 increase in median rent results in a 15% increase in homelessness in metro areas and a 39% increase in homelessness in nearby suburbs and rural areas; and

WHEREAS, there were 397 students in Burien schools identified as homeless during the 2017-18 school year by the Highline School District; and

WHEREAS, the combined cost burden of housing plus transportation can be substantially reduced by locating affordable housing opportunities in proximity to transit; and

WHEREAS, everyone benefits from affordable housing, including the people who reside in these properties, their neighbors, businesses, employers, and the community as a whole; and

WHEREAS, the Association of Washington Cities determined that enhancing efforts to increase affordable housing, decrease homelessness, and improve a strained behavioral health system was a critical priority for the 2019 Legislative Session; and

WHEREAS, the City of Burien endorses the goals, objectives, and purposes of Affordable Housing Week, and in doing so, recommits itself to ensuring that our community thrives with opportunity, and that all people in it live with dignity in safe, healthy, and affordable homes;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BURIEN, WASHINGTON DOES HEREBY ASK ALL BURIEN CITIZENS TO JOIN TOGETHER TO PROCLAIM

May 13–17 as Affordable Housing Week

Dated this 4th day of March, 2019.

Mayor Jimmy Matta

Deputy Mayor Austin Bell
Councilmember Bob Edgar
Councilmember Lucy Krakowiak

Councilmember Krystal Marx
Councilmember Pedro Olguin
Councilmember Nancy Tosta

Mayor Jimmy Matta, City of Burien





Notice of Application

City of Burien 400 SW 152nd Street, Suite 300 Burien, Washington 98166-3066

Date	January 14, 2019
Applicant	Brett Brinton, Owner
Proposal	Shoreline Variance Request for a remodel and expansion of an owner occupied single family residence.
File No.	PLA 19-0028 File is available for viewing at Burien City Hall during regular business hours.
Location	3502 SW 172 nd Street, Burien WA
Tax Parcel No.	7631200330
Current Zoning	Residential Single-Family-12,000 minimum lot size (RS-12,000)
Application Submitted/Complete	Submitted: January 4, 2019 Complete: January 9, 2019
Other Permits Needed	Exemption for Shoreline Substantial Development Permit, Variance for setback encroachment, Critical Area Review and Building permit
Other Studies Needed	Geotechnical Investigation, Shoreline Impact Analysis and Critical Area Study
Existing Environmental Info.	BMC 19.40 Critical Areas BMC Title 20 Shoreline Master Plan
Environmental Review	N/A
Review Process and Public Comment	The decision on this application will be made by the Community Development Director. Prior to the decision, there is an opportunity for the public to submit written comments. Written comments must be received prior to 5:00 p.m. on Wednesday, February 13, 2019. Send written comments to the project planner (see below). Please indicate your name and address and refer to the file indicated above. Only people who submitted comments as indicated above may appeal the decision on this application.
Project Planner (for written comments and more information)	Niomi T. Zinn Department of Community Development City of Burien 400 SW 152 nd Street, Suite 300 Burien, WA 98166 Phone: (206) 439-3152 E-Mail: NiomiZ@burienwa.gov
Published in the Seattle Times	Date of Notice: January 14, 2019

cc: Burien City Council
 Burien City Staff
 Burien Library
 B-Town Blog
 Discover Burien

LaRaza
 Westside Seattle
 Web site: www.burienwa.gov
 White Center Now



Notice of Application

City of Burien 400 SW 152nd Street, Suite 300 Burien, Washington 98166-3066

Date January 11, 2019

Applicant Millennial Builders LLC

Proposal Four lot residential short plat

File No. PLA-18-2580
File is available for viewing at Burien City Hall during regular business hours.

Location 456 S 162nd Street Burien WA

Tax Parcel No. 725000-0055

Current Zoning Residential Single-Family – 7,200 square foot minimum lot (RS-7,200)

Application Submitted/Complete
Submitted: October 18, 2018
Complete: December 20, 2018

Other Permits Needed Clear and Grade, Building, Right-of-Way

Other Studies Needed None

Existing Environmental Info. February 27, 2017 Stream Reconnaissance prepared by Altmann Oliver Assoc., LLC

Review Process and Public Comment
The decision on this application will be made by the Community Development Director. Prior to the decision, there is an opportunity for the public to submit written comments. **Written comments must be received prior to 5:00 p.m. on February 10, 2019.** Send written comments to the project planner (see below). Please indicate your name and address and refer to the file indicated above. Only people who submitted comments as indicated above may appeal the decision on this application.

Project Planner (for written comments and more information)
Brandi Eyerly AICP
Department of Community Development
City of Burien
400 SW 152nd Street, Suite 300
Burien, WA 98166
Phone: (206) 2485519 E-Mail: brandie@burienwa.gov

Published in the Seattle Times
Date of Notice: January 11, 2019

cc: Burien City Council
Burien City Staff
Burien Library
B-Town Blog
Discover Burien

LaRaza
Westside Seattle
Web site: www.burienwa.gov
White Center Now



Notice of Decision

City of Burien 400 SW 152nd Street, Suite 300 Burien, Washington 98166-2209

Date	January 10, 2019
Applicant	Muhammad Nawaz dba A-Seattle Towing
Proposal	Construction of an impound yard for temporary storage of autos, an office with landscaping, stormwater, and parking.
File No.	PLA 18-1151
Location	17878 Des Moines Memorial Drive S
Tax Parcel No.	322304-9046
Decision	Approval of Type 1 Land Use, subject to conditions
Appeals	The City of Burien has issued the decision described above. Parties of record may appeal this decision to the Hearing Examiner pursuant to Burien Municipal Code Section 19.65.065.5. The deadline for filing a written Notice of Appeal with the City Clerk is prior to 5:00 p.m. on Tuesday, January 24, 2019 . Copies of the "Notice of Appeal" document may be obtained at the Department of Community Development. There is a non-refundable filing fee of \$358.00 for the submittal of an appeal. For more information please contact the project planner (see below).
Property Tax Revaluation	Affected property owners may request a change in valuation for property tax purposes notwithstanding any program of revaluation. For more information, please contact the King County Assessor's Office at (206) 296-7300.
Project Planner	Brandi Eyerly, AICP Department of Community Development City of Burien 400 SW 152 nd Street (Suite 300) Burien, WA 98166-3066 Phone: (206) 248-5519 E-Mail: BrandiE@burienwa.gov
Attachments	Conditions of approval

CONDITIONS OF APPROVAL
A Seattle Towing
PLA 18-1151

1. This application is subject to the applicable requirements contained in the Burien Municipal Code (including but not limited to the Zoning Code, Building Code and Fire Code), the 2016 King County Surface Water Design Manual and the 2016 Stormwater Pollution Prevention manual as adopted by the City of Burien (ref. BMC § 13.10.020) and the 2016 Burien Road Design and Construction Standards. It is the responsibility of the applicant to ensure compliance with the various provisions contained in these documents. See Attachment 2, Development Requirements, for a summary of the City's Development Standards.

2. Prior to the issuance of development permits, the Applicant shall:
 - a. Coordinate with all utilities serving or proposed to serve the site regarding undergrounding such utilities, and any other requirements, prior to application for a right-of-way use permit or construction. Coordinate early with Puget Sound Energy regarding underground power and other electrical connections.

 - b. Submit current Water, Sewer, and Fire Hydrant Availability Certificates to replace the expired certificates.

 - c. Submit approved utility plans to the Public Works Development Review Engineer for the various utilities serving the site.

 - d. Update the stormwater site plan, the erosion and sediment control plan, and the Technical Information Report (TIR) as set out in the October 26, 2018 memorandum from the Public Works Surface Water Management Engineer.

 - e. In the TIR include activity sheet A-31 from the 2016 King County Stormwater Pollution Prevention Manual. Indicate vehicle maintenance or mobile fueling on site are not allowed.

 - f. Provide design details of the Filterra system listed in the October 26, 2018 memorandum from the Public Works Surface Water Management Engineer item 8 a through g.

 - g. All required utilities, drainage, and street improvement plans shall be designed by a Washington State Licensed Engineer in accordance with City of Burien standards, including the 2016 Burien Road Design and Construction Standards, and the standards and requirements of the 2016 King County Surface Water Design Manual, and the 2016 Stormwater Pollution Prevention manual as adopted by the City of Burien (ref. BMC § 13.10.020).

- h. All utilities serving the property, including all new electrical, phone, water, sewer, and cable services, shall be placed underground unless exempt under BMC Chapter 12.40. Construction of these facilities shall be inspected and approved by the City of Burien Public Works Inspector.
 - i. Apply for and obtain a right-of-way use permit from the City Public Works Department for the drainage connection and any work within the existing right-of-way.
 - j. Contact Washington State Department of Transportation for any improvements within the travel lanes of Des Moines Memorial Drive.
 - l. Contact Southwest Suburban Sewer District and other adjoining property owners regarding driveway access easements, driveway approach, and installation of utilities.
 - m. Apply for and obtain a clearing and grading permit from the City Community Development Department for all on-site improvements.
 - n. Indicate on the site plan a pedestrian access way between a Des Moines Memorial Drive and the office to comply with the provisions of BMC Chapter 19.20.090.
 - o. Lighting shall be installed in the customer parking and office areas that complies with BMC 19.20.100.12. Manufacturer's specification sheet shall be submitted with a lighting plan.
 - p. Indicate on the site plan the location of the trash/recyclables area which comply with the requirements of Burien Recology Clean Scapes and BMC Chapter 19.17.280.
 - q. Protect significant trees during construction with a temporary five-foot-high chain link or plastic net fence encircling an area of prohibited disturbance, generally corresponding to the dripline of the tree. The fencing shall be installed prior to issuance of development permits for the site.
 - r. Submit current certificates for sewer, water, and fire protection services.
3. To Protect the Critical Aquifer Recharge Area the Applicant shall:
- a. Before construction begins, the Contractor shall submit a Spill and Pollution Plan and during construction carry Spill Containment kits in all their fueling vehicles.
 - b. A tight pipe gallery shall be used for storage. It's recommended a Contech Filterra be installed to filter out pollutants.

- c. All vehicle repair and servicing are prohibited.
- d. If leaks or spills occur immediately apply absorbent materials and remove the spill quickly.
- e. Vehicle washing shall be self- contained or be discharged to a sanitary sewer system, if approved by the sewer utility, and is subject to UPC Sections 708 and 711.
- f. Porous pavement shall not be used to surface the vehicle impound yard; it can be used for the visitor parking and ADA stall adjacent to the office.
- g. Avoid over application or untimely application of chemicals and fertilizers.

4. Prior to final Inspection, the applicant shall:

- a. Install all landscaping and trees prior to final inspection of the proposed dwelling units and maintain for the life of the project, as required by BMC Chapter 19.25. All landscape materials and trees shall be pruned and trimmed as necessary to maintain healthy growing conditions, or to prevent limb failure, as required by BMC 19.25.170.2. Dead, diseased, damaged or stolen plantings shall be replaced within three months, or during the next planting season (if the loss does not occur in a planting season), and all landscaped areas shall be kept free from trash, as required by BMC 19.25.170.3 and -4. All installed landscaping shall comply with the requirements of BMC 19.25.080. The Applicant shall install all mitigating trees and irrigation, request inspection, and acquire a maintenance bond prior to final inspection for the new dwelling units.
- b. Comply with the Fire Marshal's requirement for:
 - i. A 20- foot wide fire lane coming off of Des Moines Memorial Drive.
 - ii. A paved turn around per the Burien/Normandy Park Fire Department Approved Hammer Head Turn Arounds handout.
 - iii. The fire lane will be signed "No Parking- Fire Lane".
- c. Provide as-built drawings prepared by a professional surveyor, signed and wet stamped by the responsible professional engineer and surveyor, prior to submittal to the relevant reviewing agency, as required by the Burien Municipal Code, the 2016 Burien Road Design and Construction Standards, and/or per the 2016 King County Stormwater Design Manual (where applicable) .
- d. The Public Works Director may accept restoration, performance, and maintenance security bonds, in forms acceptable to the City, if requested by the Applicant. Such bonds shall be posted for required site and right-of-way improvements as required by the Burien Municipal Code and the 2016 King County Stormwater Design Manual.



Notice of Decision

City of Burien

400 SW 152nd Street, Suite 300

Burien, Washington 98166-2209

Date	February 7, 2019
Applicant	Redpoint Development Group, LLC
Proposal	Construction of a 112-unit senior housing facility including parking areas, landscaping, and recreation spaces.
File No.	PLA-18-2594 File is available for viewing at Burien City Hall during regular business hours.
Location	1010 SW 122 nd Street, Burien WA 98146
Tax Parcel No.	374460-0190
Decision	Approval of Type 1 Land Use, subject to conditions
Appeals	The City of Burien has issued the decision described above. Parties of record may appeal this decision to the Hearing Examiner pursuant to Burien Municipal Code Section 19.65.065.5. The deadline for filing a written Notice of Appeal with the City Clerk is prior to 5:00 p.m. on Thursday, February 22, 2019 . Copies of the "Notice of Appeal" document may be obtained at the Department of Community Development. There is a non-refundable filing fee of \$358.00 for the submittal of an appeal. For more information please contact the project planner (see below).
Property Tax Revaluation	Affected property owners may request a change in valuation for property tax purposes notwithstanding any program of revaluation. For more information, please contact the King County Assessor's Office at (206) 296-7300.
Project Planner	David Juhanson, AICP Department of Community Development City of Burien 400 SW 152 nd Street (Suite 300) Burien, WA 98166-3066 Phone: (206) 248-5522 E-Mail: DavidJ@burienwa.gov
Attachments	Conditions of approval



CONDITIONS OF APPROVAL

PLA 18-2594

BURIEN ELDERLY SENIOR HOUSING DEVELOPMENT

1. This application is subject to the applicable requirements contained in the Burien Municipal Code (including but not limited to the Zoning Code, Building Code and Fire Code), the 2016 King County Surface Water Design Manual and the 2016 Storm water Pollution Prevention manual as adopted by the City of Burien (ref. BMC § 13.10.020) and the 2016 Burien Road Standards. It is the responsibility of the applicant to ensure compliance with the various provisions contained in these documents. See Attachment 2, Development Requirements, for a summary of the City's Development Standards. **Land use approval does not guarantee that the number of dwelling units proposed can be accommodated on the subject parcel** (Conclusion II.E.1).

2. Prior to the issuance of development permits, the Applicant shall:

- a. Comply with the conditions as set forth in the Development Review Engineer's memorandum dated January 29, 2018 (Conclusion II.E.3 and Attachment 5).
 1. Access to the proposed site shall be as specified in Section 3.01 B and C of the 2016 Burien Road Standards.
 2. Frontage improvements shall consist of curb, gutter, five feet sidewalk, street light and storm drainage along SW 122nd Street per 2016 Burien Road Standards. The new curb and gutter along the project frontage SW 122nd Street should be set to match existing curb line and sidewalk per 2016 BRS.
 3. The minimum width for commercial/business driveway shall be 25 feet and the maximum with 35ft. Provide justification including turning movements for fire truck for proposed 26 feet width because driveway width is narrow for this type of development.
 4. Vehicle Maneuvering Diagrams (vehicle turn plan): The Vehicle Maneuvering Diagrams (VMD) shall clearly show the outermost and innermost wheel paths and vehicle overhangs of the specified design vehicle using the intersection for entering or leaving a project site or otherwise maneuvering for delivery
 5. Street illumination shall be required along SW 122nd Street in accordance 2016 BRS, Section 5.05. Provide Illumination plan including 30-35 ft. height round aluminum Valmont pole, luminaire type- Leotek green cobra (LED) along SW 122nd Street at driveway entrance. You may provide foot candle plan and detail so that you can find out spacing between street light poles. You may provide direct power to street light so that Seattle City Light can maintain it.
 6. Applicant's design engineer shall provide plan how to close existing 11th Place SW in accordance with MUTCD. Applicant's design engineer shall notify all utilities provider that 11th Place SW needs to be closed. If they have any concern then it needs to be resolved during the design. Some utilities provider may need access to maintain their utilities. Applicant should convert existing street light into LED along 11th Place SW.
 7. Design engineer shall coordinate with Fire Department for proposed gate at proposed driveway. A separate Electrical and Building permits may be needed.
 8. A full width overlay of the existing pavement is required for all street widening projects including paved shoulder (BRS 4.03[1]) along SW 122nd Street. The limits of the overlay will be based

on the conditions of the existing pavement at the time of construction as determined by Right-of-Way inspector.

9. All utilities serving the property shall be placed underground unless exempt per BMC § 12.40. All new electrical, phone, water, sewer and cable services to the site must be underground. Construction of these facilities must be inspected and approved by the City of Burien Public Works Inspector. All major addition of new facilities (three or more spans and/or 500 feet or more) shall be underground per BMC 12.40.070.1.B.
 10. The applicant shall coordinate with various underground utilities serving or proposed to serve the site. Prior to issue clear & grade permit, the applicant shall submit approved utility plans for the various underground utilities serving or proposed to serve the site.
- b. Document approval from Seattle Public Utilities for the provision of water service. Seattle Public Utilities requiring the developer to design and install approximately 700-feet of 8-inch diameter DIP water main on site and connecting to 11th Place SW to SW 122nd Street along with 3 fire hydrants. (see Conclusion II.E.4 and Attachment 8)
 - c. Obtain approval the Fire Marshal's for fire adequate fire flow and install 4 new fire hydrants (see Conclusion II.E.4 and Attachment 9)
 - d. Comply with the conditions as set forth in the Surface Management Engineer's memorandum dated November 1, 2018 (Conclusion II.E.5 and Attachment 6).
 - 1) Storm water facilities and the drainage site plan for the project shall be in accordance with the 2016 King County Surface Water Design Manual (KCSWDM), the 2016 the Storm water Pollution Prevention Manual (SPPM) as adopted by the City of Burien (ref. BMC § 13.10.020), and the Burien Municipal Code (BMC), Chapter 13.10.
 - 2) Provide updated Storm site plan, ESC plan, and TIR.
 - 3) Provide downstream investigation regarding condition of existing storm drains. Provide photos or video of CB and pipes.
 - 4) Provide draft declaration of covenant for maintenance and inspection of flow control BMPs and flow control facilities. Maintenance and operation of all drainage facilities will be the responsibility of the applicant or property owner. Covenant guidance and form can be found at; https://www.burienwa.gov/residents/public_works/stormwater/new_redevelopment_storm-water_management/
 - 5) Covenant shall be recorded prior to engineering plan approval.
 - e. Modify the plans to comply with the minimum standards of BMC 19.17.010.1 B and C. BMC 19.17.010.2 requires each unit have either 80 square feet of patio space or 60 square feet of deck or balcony. The plans shall be modified to adjust the dimensions of the two, at grade, private patios to meet the minimum dimensional requirement of the BMC (Conclusion II.E.6).
 - f. Modify the tree retention or landscaping plans to clearly indicate how trees that are to be retained on-site and on adjacent sites will be protected during construction, specifically those trees located on the north and south property lines (Conclusion II.E.7).

- g. Amend the landscaping plan to comply with the minimum parking island landscape area of no less than 75 square feet in area (Conclusion II.E.8).
 - h. Submit an irrigation plan conforming to BMC 19.25.100 (Conclusion II.E.8).
 - i. A security shall be required for a period of two years after planting to insure proper establishment and maintenance of the required landscaping (Conclusion II.E.8).
 - j. The lighting plan should be adjusted at Northwest parking area to minimize light spillage onto adjacent properties (see Conclusion II.E.10).
 - k. Compact stalls shall be labeled pursuant to BMC 19.20.100(6) (see Conclusion II.E.10).
 - l. Install curb stops at parking stalls located adjacent to the pedestrian path at the southwest portion of the parking area to ensure there is at least 5 feet of unobstructed pedestrian path width provided pursuant to 19.20.090(3.B) (see Conclusion II.E.10).
 - m. Pay a Transportation Impact Fee of \$6,863 (see Conclusion II.E.11).
3. Prior to beginning any work in the public right-of-way, the Applicant shall apply for and obtain a Right-of-Way Construction Permit for all work to be completed in the public right-of-way (Conclusion II.E.3 and Attachments 2 & 5).
4. Restoration, Performance and maintenance security, in forms acceptable to the City, must be posted for required site and right-of-way improvements (Conclusion II.E.3 and Attachments 2 & 5).
5. Prior to final occupancy, the applicant shall:
- a. Install the required landscaping and irrigation system consistent with approved plans (Conclusion II.E.8).
 - b. Demonstrate compliance with all of the requirements of the Fire Marshal relating to access and fire safety (Conclusion II.E.4 and Attachment 9).
 - c. Submit a security for a period of two years after planting of the required landscaping to insure proper establishment and maintenance (Conclusion II.E.8).



Notice of Decision

City of Burien 400 SW 152nd Street, Suite 300 Burien, Washington 98166-2209

Date	February 1, 2019
Applicant	Vinh Vuong, TP Homes, LLC
Proposal	Construction of four multi-family buildings with a total of 43 Townhome style apartments, landscaping, parking and common play area.
File No.	PLA-18-2115 File is available for viewing at Burien City Hall during regular business hours.
Location	1630 SW 116 th Street, Burien WA
Tax Parcel No.	159160-0455 and 159160-0445
Decision	Approval of Type 1 Land Use, subject to conditions
Appeals	The City of Burien has issued the decision described above. Parties of record may appeal this decision to the Hearing Examiner pursuant to Burien Municipal Code Section 19.65.065.5. The deadline for filing a written Notice of Appeal with the City Clerk is prior to 5:00 p.m. on Friday, February 15, 2019 . Copies of the "Notice of Appeal" document may be obtained at the Department of Community Development. There is a non-refundable filing fee of \$358.00 for the submittal of an appeal. For more information please contact the project planner (see below).
Property Tax Revaluation	Affected property owners may request a change in valuation for property tax purposes notwithstanding any program of revaluation. For more information, please contact the King County Assessor's Office at (206) 296-7300.
Project Planner	Brandi Eyerly, AICP Department of Community Development City of Burien 400 SW 152 nd Street (Suite 300) Burien, WA 98166-3066 Phone: (206) 248-5519 E-Mail: BrandiE@burienwa.gov
Attachments	Conditions of approval



CONDITIONS OF APPROVAL

PLA 18-2115

ADRI7 43 UNIT MULTI-FAMILY DEVELOPMENT

1. This application is subject to the applicable requirements contained in the Burien Municipal Code (including but not limited to the Zoning Code, Building Code and Fire Code), the 2016 King County Surface Water Design Manual and the 2016 Stormwater Pollution Prevention manual as adopted by the City of Burien (ref. BMC § 13.10.020) and the 2016 Burien Road Design and Construction Standards. It is the responsibility of the applicant to ensure compliance with the various provisions contained in these documents. See Attachment 2, Development Requirements, for a summary of the City's Development Standards. **Land use approval does not guarantee that the number of dwelling units proposed can be accommodated on the subject parcel** (Conclusion II.E.1).

2. Prior to the issuance of development permits, the Applicant shall:
 - a. Coordinate with all utilities serving or proposed to serve the site regarding undergrounding such utilities, and any other requirements, prior to application for a right-of-way use permit or construction. Coordinate early with Seattle City Light regarding underground power and other electrical connections.
 - b. Apply for and be granted a developer extension from Southwest Suburban Sewer District before sanitary sewer service is available to the site. Easements are required by the District.
 - c. Submit approved utility plans to the Public Works Development Review Engineer for the various utilities serving the site.
 - d. Update the stormwater plan, the erosion and sediment control plan, and the Technical Information Report (TIR) as set out in the September 18 2018 memorandum from the Public Works Surface Water Management Engineer.
 - e. Show surface water flow directions (arrows) for sheet flow and pipe flow.
 - f. The full TIR shall contain all deferred items per Section 2.3.1.1 of the KCSWDM:
 - (1) Provide detailed investigation of existing conveyance system on site. Provide pipe video report with a written assessment. Assessment shall include capacity and condition of pipe, and if needed a repair/modification plan.
 - (2) Include Section 9- BOND QUANTITIES, FACILITY SUMMARIES, AND DECLARATION OF COVENANT. Provide;

- i. Flow Control and Flow Control BMP Summary Sheet and Sketch
 - ii. Draft declaration of covenant for maintenance and inspection of flow control BMPs and facilities. Maintenance and operation of all drainage facilities will be the responsibility of the applicant or property owner. Covenant guidance and form can be found at; https://www.burienwa.gov/residents/public_works/stormwater/new_redevelopment_stormwater_management/
 - iii. Include section 10 – OPERATIONS AND MAINTENANCE MANUAL; Include other deferred sections.
- g. All required utilities, drainage, and street improvement plans shall be designed by a Washington State Licensed Engineer in accordance with City of Burien standards, including the 2016 Burien Road Design and Construction Standards, and the standards and requirements of the 2016 King County Surface Water Design Manual, and the 2016 Stormwater Pollution Prevention manual as adopted by the City of Burien (ref. BMC § 13.10.020).
- h. Apply for and obtain a right-of-way use permit from the City Public Works Department for the drainage connection and any work within the existing right-of-way.
- i. Apply for and obtain a clearing and grading permit from the City Community Development Department for all on-site improvements.
- j. Submit a lot line adjustment that will extinguish the common interior lot line between PINs 159160-0455 and 0445 and combine them into one lot of record.
- k. Submit a tree replacement plan approved by a certified arborist for review and approval by the Director, showing the total number of and where the replacement trees will be planted. Based on the largest DBH was 26.3 inches, the required replacements are 52.6 caliper inches for a replacement ratio of 2":1" for replacement trees three caliper inches or less; at a replacement ratio of 1.5":1" for replacement trees three caliper inches or more the replacement total is 39.45 caliper inches.
- l. Select an option or alternative below for the proposed solid wood fence located on the property line of the west transition landscape buffer zone.
 - (1) Place the wood fence on the inward side of the landscape buffer;
 - (2) Install a black vinyl chain link fence, with no slats, or a black wrought iron fence on the property line, or
 - (3) No fence.

3. Once development permits are issued the Applicant shall:
- a. Install approximately 720 feet of 8-inch diameter DIP water main into the site including one fire hydrant, valves and other appurtenances as required by Seattle Public Utilities.
 - b. All utilities serving the property, including all new electrical, phone, water, sewer, and cable services, shall be placed underground unless exempt under BMC Chapter 12.40. Construction of these facilities shall be inspected and approved by the City of Burien Public Works Inspector.
 - c. Construct full urban frontage improvements shall consisting of pavement widening, storm drain system, curb, gutter and a five foot wide sidewalk along the project's frontage on SW 116th Street in accordance with 2016 Burien Road Design and Construction Standards (BRDCS). The new curb and gutter along the project's frontage shall be placed at existing location of curb. The existing pavement shall be saw cut at minimum 1' from edge in a straight line parallel to roadway centerline.
 - d. The access lane will serve 43 dwelling units and therefore in accordance with BRDCS shall be designed as a private access road, minimum width of 20 to 22 feet, and consisting of curb, gutter, walkway, and a storm drainage system. The driveway entrances shall be no less than 25 feet wide and no more than 35 feet wide per BRDCS 3.01 Driveways and Figures 3.5 to 3.
 - e. A full width overlay of the existing pavement is required for all street widening projects including paved shoulder (BRDCS 4.03.(1)).
 - f. The limits of the overlay will be based on the conditions of the existing pavement at the time of construction as determined by Right-of-Way Inspector.
 - g. Provide on-site mail box services located conveniently for the U. S. Postal Service and residents' access.
 - h. Provide roof downspout connections to proposed CBs or drainage facilities.
 - i. Existing drainage systems in the proposed excavation area and building foot prints shall be removed, relocated, or appropriately treated.
 - j. Submit at time of building permit application an exterior lighting plan with the Manufacturer's Specification Sheet and a photometric plan in conformance with BMC 169.20.100.12.

- k. Indicate on the site plan the location of the trash/recyclables area which comply with the requirements of Burien Recology Clean Scapes and BMC Chapters 19.17.280 and 19.15.015.3.
 - l. Protect significant trees during construction with a temporary five-foot-high chain link or plastic net fence encircling an area of prohibited disturbance, generally corresponding to the dripline of the tree. The fencing shall be installed prior to issuance of development permits for the site.
4. Prior to final Inspection, the applicant shall:
- a. Install all landscaping and trees prior to final inspection of the proposed dwelling units and maintain for the life of the project, as required by BMC Chapter 19.25. All landscape materials and trees shall be pruned and trimmed as necessary to maintain healthy growing conditions, or to prevent limb failure, as required by BMC 19.25.170.2. Dead, diseased, damaged or stolen plantings shall be replaced within three months, or during the next planting season (if the loss does not occur in a planting season), and all landscaped areas shall be kept free from trash, as required by BMC 19.25.170.3 and -4. All installed landscaping shall comply with the requirements of BMC 19.25.080. The Applicant shall install all mitigating trees and irrigation, request inspection, and acquire a maintenance bond prior to final inspection for the new dwelling units.
 - b. Be granted a developer extension by Southwest Suburban Sewer District for sanitary sewer service. Easements are required by the District. .
 - c. Provide as-built drawings prepared by a professional surveyor, signed and wet stamped by the responsible professional engineer and surveyor, prior to submittal to the relevant reviewing agency, as required by the Burien Municipal Code, the 2016 Burien Road Design and Construction Standards, and/or per the 2016 King County Stormwater Design Manual (where applicable).
 - d. The Public Works Director may accept restoration, performance, and maintenance security bonds, in forms acceptable to the City, if requested by the Applicant. Such bonds shall be posted for required site and right-of-way improvements as required by the Burien Municipal Code and the 2016 King County Stormwater Design Manual.
 - e. Install fire sprinkler system in each building.
 - f. Mark the access drive with "FIRE LANE" and "NO PARKING" as approved by the Fire Marshal.



City of Burien
400 SW 152nd Street
Suite 300
Burien, WA 98166-1911

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burienwa.gov

Notice of Decision

Date February 25, 2019

Applicant Derek Dehaan

Proposal Preliminary Short Plat One Residential Lot Into two lots

File No. PLA 18-2404 - Preliminary Short Plat
File is available for viewing at Burien City Hall during regular business hours.

Location 13507 14th Avenue South

Tax Parcel No. 1723049300

Decision Preliminary Approval with Conditions

Appeals The City of Burien has issued the decision described above. Parties of record may appeal this decision to the Hearing Examiner pursuant to Burien Municipal Code Section 2.20.020. The deadline for filing a written Notice of Appeal with the City Clerk is prior to 5:00 p.m. on **March 7, 2019**. Copies of the "Notice of Appeal" document may be obtained at the Department of Community Development. There is a non-refundable filing fee of \$358 for the submittal of an appeal. For more information please contact the project planner (see below).

Property Tax Revaluation Affected property owners may request a change in valuation for property tax purposes notwithstanding any program of revaluation. For more information, please contact the King County Assessor's Office at (206) 296-7300.

Project Planner Niomi T. Zinn, Planner
Department of Community Development
City of Burien
400 SW 152nd St. (Suite 300)
Burien, WA 98166
Phone: (206) 439-3152 E-Mail: niomiz@burienwa.gov

Attachments Conditions of Approval



Comprehensive Plan Amendment Request Notice

City of Burien

400 SW 152nd St, Suite 300

Burien, Washington 98166

Meeting Information

The City of Burien Planning Commission will hold a public meeting on **March 13, 2019**, at **7:00 p.m.** at Burien City Hall, Multi-Purpose Room, 400 SW 152nd St, for interested parties to learn about and comment on the preliminary docket of amendment requests. This meeting will be televised live on BCTV Channel 21, and streamed live and archived at <http://burien.vod.castus.tv/vod/?nav=programs>.

Applicant

City of Burien

Proposal

The City of Burien has initiated its annual Comprehensive Plan amendment process for 2019. Individuals and organizations may propose amendments to the Comprehensive Plan. The deadline for submittal of these Comprehensive Plan Amendment requests is 5:00 pm, March 1, 2019.

The final Comprehensive Plan Docket will be determined by the City Council in April following a recommendation by the Planning Commission.

File No.

The 2019 Comprehensive Plan Amendment file is available for viewing at Burien City Hall during regular business hours. All Planning Commission and City Council packets also are available online at www.burienwa.gov.

How to Comment

Written comments regarding the Comprehensive Plan preliminary docket may be submitted in person, via mail, e-mail or by facsimile. Oral comments can be provided at the preliminary docket meeting or during the public comment portions of Planning Commission and City Council meetings, at the discretion of the Chair. Additional notice of public hearings on specific amendments will be provided.

Project Planner (for submittal of written comments or for more information)

Thara Johnson
Senior Planner
City of Burien
400 SW 152nd St, Suite 300
Burien, WA 98166

Phone: (206) 436-5574
E-Mail: tharaj@burienwa.gov

Published in the Seattle Times

Date of Notice: February 24, 2019

cc: Burien City Council
Burien City Staff
Burien Library
B-Town Blog
Discover Burien

LaRaza
Westside Seattle
Web site: www.burienwa.gov
White Center Now



City of Burien
400 SW 152nd Street
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burienwa.gov

DATE: February 28, 2019
FOR RELEASE: Immediately
CONTACT: City Clerk's Office, (206) 248-5517

**CITY OF BURIEN
COUNCIL SPECIAL MEETING
NOTICE**

Members of the Burien City Council may be attending an informational meeting with the Puget Sound Regional Council on March 1, 2019, from 1:30 p.m. to 2:30 p.m. at Burien City Hall, Miller Creek Conference Room, 400 SW 152nd Street, Suite 300.

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Meetings are accessible to people with disabilities. Please phone (206) 248-5517 at least 48 hours prior to the meeting to request assistance. American Sign Language (ASL) interpretation and assisted listening devices are available upon request.

cc: Burien City Council
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*** PLEASE PUT ON COMMUNITY CALENDAR BULLETIN BOARD**