

DRAFT HIGHLINE FORUM/SKCEDI EXECUTIVE COMMITTEE

JOINT MEETING -AGENDA

September 26, 2012 - Wednesday - 2:30 pm to 4:30 pm

Des Moines Activity Center

2045 S. 216th Street, Des Moines

Directions to the Des Moines Activity Center from I-5 heading south - Take I-5 exit 151 for S 200th Street/Military Road. Turn left on Military Road south and follow over I-5. After about a mile, turn right onto S. 216th Street and head west over I-5 and through International Boulevard/Highway 99. The Activity Center is about a mile down on the left.

2:30 pm	Convene Meeting/Des Moines Welcome Approval of July Minutes	<i>Forum Co-chairs</i>
2:35 pm	Public Comments	<i>Audience</i>
2:40 pm	State Legislators - Introductions	<i>SKCEDI & Forum Co-chairs</i>
	Opening Comments - <ul style="list-style-type: none">• Representative Zack Hudgins (11th L.D.)• Representative Tina Orwall (34th L.D.)• Potential 3rd State Legislator	
3:10 pm	Q&A Session with State Legislators	<i>All</i>
3:50 pm	2013 Legislative Positions Discussion	<i>SKCEDI Chair</i>
4:10 pm	Highline Forum Business <ul style="list-style-type: none">• Restructuring Proposal• Proposed Agenda Items for Next Forum	<i>Forum Members</i> <i>Forum Members</i>
4:30 pm	Adjourn Meeting	<i>Forum Co-chairs</i>

DRAFT HIGHLINE FORUM Meeting Minutes
July 25, 2012
2:30 pm to 4:30 pm
Burien City Hall

Attendees: **Burien:** Rose Clark; Mike Martin; Jack Block, Jr. **Des Moines:** No representation; **Highline Public Schools:** Susan Goding; **Normandy Park:** No representation; **SeaTac:** Todd Cutts; Barry Ladenburg, Gwen Voelpel; **Tukwila:** Kathy Hougardy; **Port of Seattle:** Marco Milanese; Linda Stewart; Kym Sulman; Gael Tarleton

Welcome

Highline Forum Co-chair and City of Burien Deputy Mayor Rose Clark welcomed the attendees and initiated roundtable introductions. She also provided a brief update in concert with City of Burien City Manager, Mike Martin, on progress recently made on their economic development plans.

Approval of November Minutes

Deputy Mayor Rose Clark, and called for the approval of the May 2012 Highline Forum minutes, and City of SeaTac City Manager Todd Cutts seconded the motion. The minutes were approved unanimously by a voice vote.

Public Comments

No Public Comments were made.

Highline Forum Business

Deputy Mayor Rose Clark opened the discussion regarding the potential reorganization of the Highline Forum, reminding the group that she represents two separate interests; the City of Burien on the Highline Forum, and the City of Burien on Southwest King County Economic Development Initiative (SKCEDI). Rose said she had broached the subject regarding a possible merger of the two groups, and that SCKEDI felt it needed to have its own focus.

Kathy Hougardy elaborated on SCKEDI's response saying it was unclear if they felt a possible merge of the two groups would make the Highline Forum a sub-set of SCKEDI, much like the South County Area Transportation Research Board (SKATRBD) has become. Kathy said the general consensus was that there was too much overlap, and that any potential merger would have to have an agreement that eliminates redundant priorities, and that focuses on economic development efforts by SCKEDI, that they don't want diminished.

Rose referenced the last Highline Forum meeting and the group's white paper review, stating that Highline Community College can't find the original paperwork and bylaws, but is still looking for it.

Rose went on to share several points that she been thinking about to try and aid the forum in their reorganization efforts:

- Bring in SCATRB every other meeting
- Form an educational committee consisting of HSD, HCC, Federal Way and Tukwila that the forum can support when lobbying
- Have one meeting dedicated exclusively to general discussion
- Determine whether or not the forum should serve as a clearing house to provide advice to both SCKEDI and SCATRB

Commissioner Tarleton asked Rose if she envisioned a committee that was created from multiple bodies to provide direction to other groups. If so, Gael felt that would create a significant conflict, and thinks that SCKEDI needs to have a serious conversation on what *their* mission is, just like the Highline Forum is doing. SCKEDI, Gael continued, tries to focus on one core thing they could do. How does the forum have impact where we want to if were inviting the input of so many other groups?

Jack Block, Jr, said he was one of the original members of the Highline Forum and back then, the goal of the group was to communicate with each other rather than fight, and to be open to using each other's resources. He suggested that perhaps the forum has lost sight of the original idea but agreed with Rose's educational focus. "We've built the trust", Jack said, "but we need to take it to the next level".

City Manager, Mike Martin, reminded the group that the Highline Forum was originally formed back in 2005, while the 3rd runway was under construction. If you take the runway out of the equation, does the group have the same amount of relevancy? The topics on the table at the groups inception were:

- Education
- Living wage jobs
- Economic development
- Transportation issues
- Funding new infrastructure

Assuming we combined the Highline Forum, SKCEDI, SCATRB and SCORE, Mike said, there then becomes the issue of governance. If the forum is to become an active body, Mike suggested that all forum members provide funding for a lobbyist position that would represent the forum in congress. The forum, Mike said, is set-up to be port-centric, not regional-centric, and that needs to change. Gael agreed with Mike's comments and reiterated that the forum is not just for the port anymore. Further she suggested that since our collective goal is to create 100,000 job opportunities in the south end, that all the cities belonging to the forum should take a piece of the responsibility in job creation, not just the port. Linda Stewart, Director of Community Partnerships for the Port of Seattle reminded the city managers of their joint meeting with herself and Mark Reis recently, which focused on this very issue.

City of SeaTac City Manager Todd Cutts agreed with Gael and reminded the group that the PSRC requires buy-off from SCKEDI before they will even consider an issue or proposal.

Highline Public Schools Kathy Hougardy said that the forum needs to have tangible and measureable goals if they want to succeed. Jack Block Jr. concurred.

Gael questioned whether or not we could use another group's organizational model to mold the forum. Perhaps the Joint Advisory Committee would be a good example Gael suggested.

She continued, conveying her concern about the high level of unemployment and homelessness, no matter what group you represent. The Highline Forum should be open to individual cities bringing their individual issues to the table and the forum pitching in as a body to solve one issue at a time. It's not the port's right to tell the cities what their priorities are.

Rose reminded the group that her first priority is to serve the City of Burien. Burien can't succeed if they don't have prosperous neighboring cities, including Tukwila and Federal Way, Rose said. Gael questioned Federal Way's lack of forum participation over the years.

Rose questioned Marco if this was enough information to put together a proposal for discussion at the next forum meeting in September. Mike suggested that the focus of the next meeting be on managing transportation funding, and Jack Block Jr. said everyone should bring outcomes and goals to the next meeting so we can plan for more effective joint lobbying

Update on Community/Port Issues

City of Burien's Mike Martin provided a presentation on the NERA property using an aerial photo of "Old Burien" from 1968. Cost for an off-ramp on 518 both east and westbound would be 15 million. Rose added that the FAA reauthorization wouldn't have happened without the support of the Highline Forum, and the conversations between Burien and the City of SeaTac.

Linda Stewart provided an update on the port's noise insulation progress to date, siting of the 325 application packages sent to homeowners, 57 applications were returned, many of which were due to change in homeownership. We are following up with the King County Assessor's Office for current owner information, and will resend the application packages to the new property owners. Subordination agreements have caused substantial delays, but we expect the program to be completed in 2-3 years.

Jack Block Jr. questioned Linda as to whether or not rental properties were eligible for insulation. Linda replied that we reach out to the owner of the property. It is at their discretion whether or not to take advantage of the opportunity.

Barry Ladenburg asked if the port was insulating the entire house of those owners who are eligible. Linda confirmed that we insulate the entire house, from the HVAC system, to windows, doors, walls, and ceilings.

Susan Goding reported that the CCER has been approved.

Barry said the 200th street light rail station had something approved for the first quarter of 2014 or 2016.

Gael reported that the September 25th commission meeting is scheduled to take place in the City of Des Moines Council Chambers. Start time is 1PM, with public comment scheduled for 1:30PM.

Gael also asked Marco to extend an invitation to members of SCKEDI for the next Highline Forum meeting scheduled for September 26th.

The meeting was adjourned at 4:10 P.M.

DRAFT HIGHLINE FORUM Meeting Minutes

July 25, 2012

2:30 pm to 4:10 pm

Burien City Hall

Attendees: Burien: Rose Clark; Jack Block Jr. Mike Martin **Highline Public Schools:** Susan Goding; **SeaTac:** Todd Cutts; Barry Ladenburg **Tukwila:** Kathy Hougardy; **Port of Seattle:** Gael Tarleton; Marco Milanese; Linda Stewart; Kym Sulman

In Audience: Gwen Voepel, SeaTac; Mary Soderlind, State Representative Tina Orwall's Office; Brett Fish

Welcome

Burien Deputy Mayor and Highline Forum Co-chair Rose Clark welcomed the attendees to Burien and initiated roundtable introductions. With Port of Seattle Commissioner John Creighton absent, Port of Seattle Commission President Gael Tarleton served as the co-chair along with Deputy Mayor Clark.

Public Comments

No public comments were made.

Highline Forum Business

- **Potential Highline Forum Reorganization**

Deputy Mayor Clark initiated the conversation with a summary of the previous discussion that took part at the SW King County Economic Development Initiative (SKCEDI) Executive Committee meeting on July 11th. At the meeting, a possible merger/consolidation with the Highline Forum was discussed and most SKCEDI members expressed strong reservations about the option. Tukwila Councilmember Kathy Hougardy, also a member of the SKCEDI Executive Committee, echoed Deputy Mayor Clark's description of the discussion.

Deputy Mayor Clark then returned the conversation to what was discussed at the previous Forum on May 23rd about potentially reorganizing the Forum. Deputy Mayor Clark presented her ideas on a prospective new Forum focus which included an annual series of meetings – each with a dedicated theme such as education and transportation. Burien Councilmember Jack Block Jr. approved of a new direction for the Forum but one that still incorporated Port issues and dialogue. Deputy Mayor Clark and Commission President Tarleton advocated for the Forum to play more of a clearinghouse role that gives direction to other SW King County governmental bodies. Commission President Tarleton believed it was important that the Forum define where it would have maximum impact. SeaTac Councilmember Barry Ladenburg advocated for opening a conversation with other SW King County governmental bodies on where the Forum can offer the highest value.

Burien City Manager Mike Martin summarized what was discussed at the May 10th city manager luncheon and the agreement between all the meeting's participants that the Forum needed a more relevant, action-oriented mission beyond its current emphasis on the Port. He also highlighted his "pay to play" idea of the membership contributing financially to joint

lobbying activities in support of the Forum's priorities. SeaTac City Manager Todd Cutts seconded the call for the Forum to play more of the role of an overarching coordinating body – one that offers advice and input to other local governmental bodies. Councilmember Hougardy and Block supported creating tangible, measurable goals for the Forum. Commission President Tarleton advocated that the Forum look to other regional organizations and seeing if their structure and evolution overtime could offer ideas on how the Forum could be reorganized.

The membership agreed to continue the discussion at the next Forum and if possible, circulate a written proposal for consideration prior to the meeting.

Approval of May Minutes

With a quorum now present, City Manager Cutts called for the approval of the May Highline Forum minutes and Councilmember Ladenburg seconded the motion. The minutes were approved unanimously by a voice vote.

NERA Redevelopment Plan

City Manager Martin provided the Forum members with an update on the current status of the development plans within Burien's Northeast Redevelopment Area (NERA). He discussed the history of Burien's downtown business district and the challenges it has faced over the last 40 years. He then summarized the work the city has done to prepare NERA for redevelopment: zoning changes, work to secure funding for improvements to the SR 518/Des Moines Memorial Drive S. interchange, the stormwater drainage project, the linear park and the potential planning funding available from the FAA pilot program. Some money has been secured and other needed amounts are still being sought. Deputy Mayor Clark cited the partnership with the Port on NERA as being crucial. City Manager Cutts added that the potential new ramps at the SR 518/Des Moines Memorial Drive S. interchange does not necessarily preclude potential new ramps at 24th Avenue S./SR 518.

Community & Port Updates

- Port of Seattle – Community Partnerships Director Linda Stewart reported on the Port's "last chance" efforts to reach out to those residents who have not requested the Port's noise insulation package as of yet. These residents will need to make their intentions clear before the noise remedy boundary is shifted making them illegible for insulation.
- Port of Seattle – Commission President Tarleton reminded the Forum about the small business roundtable at the 9/25 Port of Seattle's Commission meeting in Des Moines.
- Highline Public Schools – Highline Public Schools School Boardmember Susan Goding discussed the district's collaborative work with the Community Center for Education Results (CCER).
- SeaTac – Councilmember Ladenburg updated the Forum on the agreement with Sound Transit on the future S. 200th Street station.

Proposed Agenda Items for Next Forum

The next Highline Forum on 9/26 will be a joint meeting with the SKCEDI Executive Committee. Local state legislators will be invited to present and a joint legislative agenda will be considered.

Meeting was adjourned at 4:10 PM.



Highline
Public
Schools



2013 Economic Development Legislative Positions for Southwest King County

The combined memberships of the Southwest King County Economic Development Initiative (SKCEDI) and the Highline Forum endorse five economic development legislative positions for 2013 that increase job opportunities and income for Southwest King County residents and attract quality business investment and real estate development to the area.

In order to promote local economic development, drive job growth, and protect the quality of life of our communities in unprecedented challenging economic times, SKCEDI and the Highline Forum strongly support:

- **Funding the extension of SR509 to I-5**, through support of a new state transportation revenue package, tolling and public-private partnerships to improve the movement of people and goods throughout Southwest King County and to and from Seattle-Tacoma International Airport. The trade sector is a major source of jobs for our community and it must be supported.
- **Tax increment financing** as a tool for local jurisdictions to attract and incentivize partnerships with the private sector.
- **Restored funding for infrastructure programs** that provide vital resources to local jurisdictions for job creating projects: the Community Economic Revitalization Board (CERB), the Public Works Trust Fund (PWTF), the Transportation Improvement Board (TIB), the Regional Mobility Grant Program, and the Model Toxic Control Account (MTCA).
- **Continued funding for worker retraining and economic development programs at community colleges** that contribute to economic revitalization and help sustain current businesses. Programs such as Worker Retraining, Centers of Excellence, and Small Business Development Centers get people back to work and create jobs.
- **Reforming K-12 funding formulas to provide adequate and equitable funding** that prepares all students for college, career and citizenship. The long-term vitality of our state is dependent on a skilled workforce.

The combined memberships of SKCEDI and the Highline Forum include the cities of Burien, Des Moines, Normandy Park, SeaTac and Tukwila, Highline Community College, the Port of Seattle and Highline Public Schools.

Milanese, Marco

From: Milanese, Marco
Sent: Monday, September 24, 2012 2:07 PM
To: Tarleton, Gael; Rose Clark - City of Burien (rosec@burienwa.gov)
Cc: Stewart, Linda; Reis, Mark; Kennedy, Mary Gin; Mike Martin; Hernandez, Marcela
Subject: Background Notes for Wednesday's Highline Forum -- Forum Reorganization Discussion
Attachments: DRAFT_Highline_Forum_Restructuring_Proposal.doc

Dear Commission President Tarleton & Deputy Mayor Clark --

Near the end of Wednesday's Highline Forum, time has been reserved for a discussion on the Highline Forum's restructuring proposal. An advanced copy of the proposal, which is attached, was emailed to the Forum membership on Friday.

With it being a joint meeting, SKCEDI Executive Committee members will be in attendance. We recommend the two of you let the SKCEDI members know they are more than welcome to stay and listen to the discussion about the proposal. However, they are also free to excuse themselves since the joint meeting is officially over at 4:10 PM.

The restructuring proposal has already been vetted by the city managers and is based upon discussions spanning the last two Highline Forum meetings. In the interest of time and continued progress on the restructuring goals, we recommend maintaining focus during Wednesday's meeting on the structural changes detailed in the proposal, based on prior member discussion. Particularly, it would be helpful to get an assessment of where the members stand when it comes to:

- Reducing the number of meetings to four per year
- The meeting "host jurisdiction" taking on greater responsibilities
- And, having set themes attached to each of the meetings.

If there is consensus at Wednesday's Forum, we will make time on the agenda for a formal vote on the structural changes during the November 28th Highline Forum. Should the members vote in favor, staff will draft revised bylaws outlining the Forum's new structure and members' role in preparation for the Forum's first meeting in 2013.

Please let me know if you have any questions.

Marco Milanese
Community Relations Manager
Seattle-Tacoma International Airport
Office - (206) 787-7734
Cell - (206) 225-6081

Highline Forum Restructuring Proposal Preparation for September 26, 2012 Meeting

At the March 28th Highline Forum, members formally launched the process to determine the effectiveness of the Forum as currently constituted and a possible new path forward. The conversation continued at the next two Forums (May 23 and July 25), resulting in members identifying the following general themes for the future focus:

1. Broaden the Forum's scope and collaborative efforts with other organizations to include issues and dialogue that reflect the interests of Southwest King County;
2. Forum members assume greater responsibility for agenda setting and handling meeting logistics, with lead responsibility assigned to the "host jurisdiction;"
3. Reduce the frequency of Forum meetings.

These general themes provided the basis for further discussion about the future of the Highline Forum meeting structure, purpose and priorities. The following proposal is offered for consideration during the September 26 meeting:

- On a rotating basis, each of the six participating cities will have the opportunity to host a Forum meeting. Agenda time will be reserved for the hosting jurisdiction to update the Forum on city-specific current events and pressing issues.
- Reduce meeting frequency from **six** to **four** per year. Proposed meeting schedule in 2013: January 23rd, March 27th, September 25th and November 20th. Meetings would continue to occur on Wednesdays and the length of meetings would vary between 90 minutes and two hours.
- The four meetings could be organized under the following themes, identified by the membership at the July 25th Forum meeting:
 - **Education** – Featuring Highline Public Schools and Highline Community College, on the state of education in Southwest King County
 - **Transportation** – Featuring representatives from the South County Area Transportation Board (SCATBd), on local transportation priorities
 - **Economic Development** – Featuring local state legislators, in conjunction with the Southwest King County Economic Development Initiative (SKCEDI) Executive Committee
 - **Port of Seattle** – An annual update from the Port of Seattle on issues of relevance to Southwest King County
- **Highline Community College** will formally be invited to join the Highline Forum.
- Forum continue to be led by **two Co-Chairs**, one elected official from among the cities and one Port Commissioner

Proposed Timeline for Approving the Forum Structural Changes:

- *To Date* – City managers and Port staff discuss possible changes
- *September 26th Highline Forum* – Members will discuss proposed changes
- *November 28th Highline Forum* – Members ratify the proposed changes
- *January 23rd Highline Forum* – Forum embarks the new year with a new direction

Milanese, Marco

From: Stewart, Linda
Sent: Tuesday, September 25, 2012 11:23 AM
To: Reis, Mark
Cc: Marshall, Brenda; Shepherd, Stan; Milanese, Marco
Subject: Part 150 Information for Highline Forum
Attachments: P150 Schedule Updated 9-25-12.docx

Mark,

You mentioned wanting to provide a brief P150 update to Highline Forum and JAC. Listed below are bullet points for your reference during tomorrow's (Wednesday) Highline Forum.

Attached is an updated Part 150 schedule.

Let us know if you need more information or have questions.

LS

The list of the recommendations that we will discuss at Commission, October 2:

- **Single Family Homes Sound Insulation** – Continue offering sound insulation to eligible homes within the revised Noise Remedy Program Boundary;
- **Air Conditioning** – Include air conditioning as part of the standard insulation package for single family homes within the revised Noise Remedy Program Boundary that have not been previously insulated. Homes that have already received an insulation package will not be eligible for additional air conditioning;
- **Multi Family Owner-Occupied Sound Insulation** – Offer sound insulation to eligible multi-family, owner-occupied residences (condominiums) inside the revised Noise Remedy Program Boundary;
- **Multi-Family Tenant-Occupied Sound Insulation** – Offer sound insulation to eligible apartment buildings inside the revised Noise Remedy Program Boundary;
- **Mobile and Manufactured Homes Avigation Easements** – Offer to purchase avigation easements for mobile and manufactured homes on private land within the revised Noise Remedy Program Boundary;
- **South Approach Transition Zone (ATZ) Voluntary Buy-outs** – Voluntarily offer to purchase residential properties experiencing noise levels of 65 DNL or greater in the South ATZ of the Third Runway and offer relocation benefits. If acquired, the parcels must be used in the future as commercial/industrial land, or other compatible, non-residential uses;
- **Church Sound Insulation Feasibility Study** – Initiate a sound insulation study to evaluate the noise levels at churches located within the revised Noise Remedy Program Boundary;
- **Ground Run-up Enclosure (GRE) Feasibility Study** – A GRE is a large three-sided structure within which aircraft can perform required engine testing, thereby resulting in a quantifiable noise reduction impact on the surrounding communities. The consulting team is evaluating potential locations for a GRE on the airfield.

List of Next Steps, Outlined in the October 2 Commission Memo:

We anticipate presenting a resolution for Commission consideration in early 2013. What follows is a proposed schedule to complete the Part 150 Study. The dates may be adjusted, based on issues related to time required for FAA reviews and potential revisions.

2012

- Prepare a preliminary draft Noise Compatibility Plan (NCP), which includes draft recommendations (in progress)
- Submit preliminary draft Part 150 Study to the FAA for review (October)
- Host a Technical Review Committee meeting (November) -10/1
- Brief Commission on draft NCP (November)

2013

- Publish draft Part 150 and begin 45-day public comment period (1st Quarter)
- Host the final public outreach event including a formal public hearing (1st Quarter)
- Prepare any state environmental documentation needed based on proposed NCP (1st Quarter)
- Brief Commission on public outreach event and final NCP (2nd Quarter)
- Present Commission with a resolution to adopt NCP (2nd Quarter)
- Prepare final NCP to be submitted to the FAA (2nd Quarter)

