Renton Airport Advisory Committee Meeting

Tuesday, May 10, 2016

5:30pm Meeting called to order by Marleen Mandt

5:30pm Contact information update and new attendance sign-in sheet

Position Vacancies:

South Renton, Mercer Island alternate, Airport Leaseholders, Member at Large, and Pilots Association.

Marleen Mandt will assume the Chair position when Chuck Kegley's term expires.

5:35pm Review of November 10, 2015 minutes. Minutes unanimously approved.

5:40pm **Neighborhood communications**

- Harold (KC) Jones is receiving comments from his neighborhood of noise complaints; asked about time limits; Jonathan recommended that Harold have neighbors contact the airport office to report time and location in order to determine if there is a problem area that can be addressed.
- Bi-plane noise complaints from Kennydale neighborhood; Jonathan reviewed voluntary noise abatement procedures; using ATIS to remind pilots to "fly friendly." Marleen commented that this particular plane is extremely loud. She commented that new neighbors need some education on how to call in a complaint.
- Helicopter complaints from Kennydale neighborhood.
- Lee Chicoine commented that Boeing had a 9:30pm engine noise run-up; airport office was not notified ahead of testing and will communicate with Boeing to make sure they are aware of the process.
- Marleen and Jonathan will get the airport office connected with the Kennydale neighborhood internet connection.

- Ruth Perez can get the airport connected to the Kennydale neighborhood association website.

5:55pm **Old Business**

- Master Plan - Overview
  - Inventory Chapter submitted January 27, 2015
  - Forecast Chapter submitted February 24, 2015
  - Facility Requirements submitted July 27, 2015
- Master Plan – Forecast Chapter Status
  - Originally suppose to be complete in June 2016; delayed to June 2017
  - Next Steps

Airport Lines of Business, (see attached pages 6-13)

- Harry Barrett, Assistant Airport Manager, has graduated with an MBA
- Doug Jacobson will be retiring this month; reception next Friday, May 20, 2016, 2:00pm City Council Chambers.
  - Airport appraisal
    - Establish landside ground lease rate
    - Appraise city-owned buildings
  - Security Gates
    - Gate system update
  - Shoreline Mitigation
    - 90% design and permitting
  - 1000 Parcel Development
    - $1.1million to redevelop site to accomodate twelve tiedowns
    - Cost is due to unsuitable soil to support new pavement without excavating subgrade and replacing with suitable compacted fill.
  - Aerospace Training Center
    - Project is cancelled
    - Was a three way partnership between City, WMATI and the state

- WMATI was not able to give assurance that they could manage the finished building.
- Building will be appraised for redevelopment for aviation-related use.
- Al Banholzer asked if the building would be improved or rebuilt before leasing it out. Answer: Jonathan replied that the building has reached its useful life and will likely need to be demolished.
    - First step is to request development proposals to see what the desired use is for the building.
- Gordon commented that a restaurant would be a very attractive use of the property to the aviation public.

- Boeing construction on Apron C, north and south of Rainier Flight Service.
    - Boeing schedule shows completion end of July when they will begin using the ramp areas
    - Al Banholzer asked about utilities that Boeing is installing and if they will be easily converted for City use.

6:10pm **New Business** –

- Status update – significant iteration since November meeting
    - New template that can be updated every year

- Airport Internship
    - Reached out to aviation colleges
    - 93 applicants
    - In second round of interviews
    - Train for entrance into Airport Management
    - 3-month internship
    - Paid internship, 25 hours per week
- Airport 5 Year Capital Improvement Program
    - Biennial budget development year
    - Traffic Control Tower seismic retrofitting

        - Environmental Impact Statement (EIS) as part of the Master Plan project
        - North Entrance Rehabilitation
        - Taxiway Alpha Rehabilitation
        - Seaplane Base Rehabilitation
    - RAAC Membership Update
        - Lee Chicoine, Ben Johnson, Gordon Alvord, Harold (KC) Jones were renewed for another 3-year term
        - Current vacancies are South Renton, Members at Large, and Airport Leaseholders; singular positions should have alternates (changes made through City ordinance)
    - UAF (drones) discussion
        - Marleen Mandt has witnessed drone flights above Gene Coulon Park
        - Jeffrey Thomson referenced a drone "no-fly" map of each airport that shows that flights are not allowed within 5 miles of an airport.
        - Jonathan explained regulations and processes for UAF flights
            - Have to be registered with the FAA
            - Check the *Know Before You Fly* site for the "no-fly" zones as a resource
            - FAA is still putting together the regulations and connecting the processes
            - Priority is safety
            - Gordon Alvord noted that drones are going to be flying much lower than planes will be flying in and out of Renton
            - Must contact airport if flying within 5 miles of KRNT
            - Must be flown within line of sight
            - Must fly under 400 feet
    - Marleen Mandt commented that at the next Council meeting it would be beneficial to mention that the RAAC has been in existence for 15 years and is open to anyone to attend.

6:50pm **Question and Answer Session**

No further questions were asked

Next Steps -

- Vehicle parking issue discussion for next meeting
- Gordon Alvord commented that both vehicle and tiedown parking issue needs to be addressed in order to continue to allow airport economic growth

6:53pm **Meeting process check** –

- Next meeting dates: August 9, 2016; November 8, 2016

Next meeting dates: August 9, 2016

6:55pm **Meeting adjourned**

DRAFT

Airport Update for RAAC

Airport Business Management

Airport Master Plan Update - In Progress

What: Update of the Airport's existing 1997 Master Plan. A Master Plan is a comprehensive study of an Airport that identifies the short, medium, and long term development alternatives to meet future aviation demand.

Why: Master Plans are typically updated every 20 years. The last Master Plan was completed in 1997. The Airport completed an Airport Layout Plan update in 2009.

How: FAA grant funded at 90%. Airport revenues will cover 10% of the project costs. The Airport has contracted with Mead and Hunt to assist in completing the project. The cost to complete this project is $837,705.

Status: Airport aerial survey has been mostly completed. The draft Inventory chapter has been completed and discussed at the November 2014 RAAC meeting. The Forecast draft chapter was discussed at the February 2015 RAAC meeting. The Capacity Analysis and Facility Requirements Chapter was presented at the May 2015 meeting. The initial Alternatives discussion was presented at the August 2015 meeting. The FAA is again reviewing the Forecast and Airport staff are discussing with them the Critical Aircraft designation. Once those variables are known, alternatives can be better planned. Airport staff submitted an update to the Forecast Chapter based on FAA comments in early February 2016. No comments have been received by the FAA yet. FAAHQ in Washington DC is also reviewing the Forecast Chapter.

608 West Perimeter Road Building Lease (PSE Hangar) - In Progress

What: Transitioning the 608 West Perimeter Road building from a month-to-month to a term lease.

Why: Term leases provide more certainty about the building's ongoing occupancy.

How: Airport staff will create new lease documents.

Status: An appraisal needs to be completed first before the building rate can be set. The appraising company has been selected from a competitive process. Contracting for appraising work is underway. Airport staff expect the appraisal to be complete by mid-June 2016.

622 West Perimeter Road Building Lease (NW Seaplanes Maintenance) - In Progress

What: Transitioning the 622 West Perimeter Road building from a month-to-month to a term lease.

Why: Term leases provide more certainty about the building's ongoing occupancy.

How: Airport staff will create new lease documents.

Status: An appraisal needs to be completed first before the building rate can be set. The appraising company has been selected from a competitive process. Contracting for appraising work is underway. Airport staff expect the appraisal to be complete by mid-June 2016.

Boeing Lease Rate Adjustment - In Progress

What: The Boeing Company is due (June) for a rate adjustment on their long term lease.

Why: Lease adjustments at certain time intervals were identified in the 2010 master lease with Boeing.

How: Lease adjustments will be made via an appraisal process.

Status: An appraisal needs to be completed first before the lease rates can be set. The appraising company has been selected from a competitive process. Contracting for appraising work is underway. Airport staff expect the appraisal to be complete by mid-June 2016.

Airport Operations and Maintenance

Safety Self-Inspection/Lease Management Program - In Progress

What: Project to transition airfield safety inspection, maintenance management and lease administration functions to contracted IT-based resource program.

Why: Currently the airport is managing all safety and lease functions via paper based means. As operations have grown, this has created inefficiencies related to airfield maintenance workflows and inter-agency coordination/reporting.

How: The airport is currently negotiating with ProDIGIQ Inc. to provide cloud-based resource management services. Airport revenue will cover the cost of the service, which has been determined to be $36,000 across the span of three years. This money will be allocated from the Major Maintenance budget.

Status: The contract is currently with the City Attorney for review. Once completed, the contract will be sent to the Public Works Director for signature with anticipated program rollout of mid-May.

West Perimeter Gate Repairs/Upgrades - In Progress

What: A project to update the wireless controller components for vehicle gates on the northwest side of the airport.

Why: The wireless system has aged to the point that it has become unreliable and fails to recognize airport users with newly issued badges. Upgrading the components will improve functionality thereby providing better access to badge holders.

How: Airport generated revenue will cover the cost of the upgrade, which has been estimated at $21,000. This money will be allocated from the Major Maintenance budget.

Status: The airport has contracted with Entrance Controls for repair. Upon trouble-shooting, the contractor has identified multiple hardware and software issues that need to be remedied. Work is anticipated to be completed by mid-May.

West Entrance Refresh – In Progress

What: Removal of short wood fencing and replacement with new airport signage at Rainer Blvd entrance.

Why: The fencing at the west entrance of the airport has exceeded its useful life and has become rotten, creating a maintenance burden. It has become a poor reflection of the image the airport hopes to present to the community.

How: The airport has allocated funds to complete this project in mid-spring. The signage is anticipated to cost between $3,000-$6,000 for each sign with manufacturing and installation. The new signage is anticipated to be a temporary replacement (up to 5 years) of the current fence until such time that a fixed monument can be installed.

Status: The Airport has designed new Dibond signs and solicited/received quotes. Fencing has been removed and new signage is in the final stages of production. Signage anticipated to be installed by the end of May.

New Airport Badge Standards – In Progress

What: A new ID badge program for tenants and contractors who need to access the Airside of the Airport.

Why: The Airport currently has a badging system for tenants and contractors. Badges do not have any identifying information on them. When someone is stopped by Airport Operations, they might have a badge on them, but it is unknown whether it's their badge and where on the Airport the driver should be.

How: The Airport has budgeted money to purchase a new ID badge system from HID. New badges have a photo, name, airport business (if applicable), airplane information (if applicable), and expiration date. All badges will be valid for two years instead of the current standard of up to five years (expires when the driver's license expires).

Status: New photo cards are currently being issued; the expiration date of all cards issued has been change to two years from the date of issuance. The Assistant Airport Manager is exploring methods for improving the access management authorization process as a result of ground vehicle operations deficiencies.

Airport Capital Program

Washington Manufacturing Advanced Training Institute - Cancelled

What: The Airport will be managing the construction of a new facility called the Washington Manufacturing Advanced Training Institute (formerly Renton Aerospace Training Center) located on the same site as the old Chamber of Commerce building.

Why: The project is to build a facility and provide equipment to help train critically needed manufacturing workers in the aerospace, maritime, and medical industries. This facility will be a resource to help meet the immediate need for trained workers in these industries and be a long-term asset for the community.

How: The State legislature provided a $2.5 million grant in 2012 and an additional $9.5 million aerospace grant in 2013 to build this facility in concert with industry and potential tenant partners. SRG Partnership Inc. will design the project. The cost estimate provided by SRG Partnership is $7.8 million to construct the facility.

Status: The City received competitive bids to construct the building that were well below the cost estimate to build the building. Faber Construction provided the low bid. The tenant was experiencing financial problems and could not guarantee to the City that they would be able to occupy the building. The City placed the project on hold for 90 days to allow the tenant some time to reorganize. The tenant was unable to meet that timeline. The project has since been cancelled by the City with the concurrence of the Washington State Department of Commerce. No construction is expected at the Old Chamber of Commerce site for some time.

Shoreline Enhancement – In Progress

What: As part of the permitting for the Maintenance Dredge project at the Seaplane Base, the Airport will make improvements to the shoreline north of the Runway. The project will remove concrete rubble and replace with rock to prevent erosion.

Why: This project is driven by permits issued for the seaplane base maintenance project that was completed early this year.

How: The Airport will fund this project. The contract for the design work with Hatch Mott McDonald is $46,390.

Status: Design work is continuing on this project.

Cedar River Hangar Building Electrical Upgrades– Building Electrical Upgrades – In Progress

What: The Airport will update the electrical system in the hangars over the next four years.

Why: The electrical system in the Cedar River Hangars is outdated and insufficient for tenant needs.

How: The Airport will fund the electrical upgrades. URS prepared construction plans for the project. The design for electrical project is complete and the permit is ready to be picked up. The estimated cost to complete this project is $75,000.

Status: The Airport is looking at this project again. The Airport will be seeking bids to construct the improvements and narrow the cost estimate. Depending on those bids the project may be pushed to 2017.

Control Tower Seismic Upgrades and First Floor Remodel Project – In Progress

What: Seismic upgrades to the whole structure and a remodel of the first floor of the Control Tower building.

Why: The Control Tower is not seismically sound and is subject to massive failure during an earthquake. The first floor is being remodeled to improve the functionality of the floor plan layout and optimize operations for current and future Airport staff.

How: Airport generated revenue will be used to fund this project. The current cost estimate to complete this work is $2 million.

Status: KPG has submitted their final draft of the pre-design report. The Airport has reviewed this document. The Airport has asked KPG to create a scope and fee to take design to 100%. The City has received the scope and fee from KPG and is seeking to execute a contract with KPG for the design. That contract will go to Council on May 9. The Airport expects to issue the Notice-to-Proceed for KPG by the end of May. Design should be complete in 2016 and construction is expected in 2017.

1000 Parcel 30% Design and Cost Estimate and Airfield Markings Package - In Progress

What: A 30% design of the parcel located at 1000 W Perimeter Road for future airplane tie-down parking. An airfield markings package that Airport staff can use to solicit bids for striping work.

Why: The Airport has limited tie-down spaces available for rent. The 1000 parcel is currently unleased. Due to the extensive utilities in the vicinity, Airport staff believe this parcel would be a good place for tie down parking as opposed to building development.

How: Project is fully funded with Airport generated funds. The project cost is approximately $75,000.

Status: The 30% design is complete. The cost estimate for a tie-down conversion at 30% design is about $1 million. The Airfield markings package is now under development.

Boeing 760/770/820 Parcel and Apron A Improvements - In Progress

What: Boeing is completing infrastructure and other parcel improvements to the 760/770/820 parcels.

Why: Boeing will be using all three of these parcels for short term 737 MAX airplane parking.

How: Project is fully funded by The Boeing Company.

Status: Construction is underway. Construction should be complete by the end of this summer.

Extension of Bike and Pedestrian Trail - In Progress

What: Construction of a bicycle and pedestrian trail from Logan Avenue, around to Airport Way, and then northbound on Rainier Avenue.

Why: This project will move bicyclists and pedestrians off East and West Perimeter Roads by connecting the existing trail end just before the Logan Avenue Bridge to the bicycle route on Rainier Avenue via Airport Way South.

How: Project is funded via federal grants and City general fund tax revenues. No Airport revenues are being put toward this project with the exception of property acquisition of the Car Shop at the corner of Logan Avenue and Airport Way South on the southeast corner of the Airport. The project is estimated to cost $2 million.

Status: Project is at 30% design.

Installation of Fiber or Cable - In Progress

What: Addition of fiber or cable on Airport property for better connectivity.

Why: Requested by tenants in the southeast corner for high speed internet and television. This is also a good infrastructure improvement for the remaining tenants.

How: Design and construction costs covered by provider.

Status: Comcast staff continues to design their conduit runs around the Airport after receiving Airport feedback on the design. The agreement has been in Comcast's hands for several months. No change since last RAAC meeting. Airport has recently been talking with Wave broadband about bringing service into the southeast corner of the Airport.