



AGENDA
DES MOINES Airport Advisory Committee

City Council Chambers
21630 11th Avenue S, Suite C
Des Moines, Washington
Monday, March 9, 2026
4:00 - 5:00 PM

CALL TO ORDER

AGENDA ITEMS

- Item 1. **Approval of Minutes**
Motion: "I move to approve the minutes from the Airport Advisory Committee meeting held on February 9, 2026."

- Item 2. **Complaints/Communications**

- Item 3. **Sea-Tac Stakeholder Advisory Round Table (StART) Discussion**

- Item 4. **Sustainable Airport Master Plan (SAMP) Discussion**

- Item 5. **Legislative Discussion**

NEXT MEETING DATE

April 13, 2026

ADJOURNMENT

**Airport Advisory Committee
AGENDA ITEM**

BUSINESS OF THE AIRPORT ADVISORY COMMITTEE
City of Des Moines, WA

SUBJECT: Approval of Minutes

ATTACHMENTS:

1. Draft Minutes - February 09, 2026
Airport Advisory Committee Meeting
2. Off Site Airport Advisory Committee
Meeting Minutes - 02.23.2026

FOR AGENDA OF:

March 9, 2026

DEPT OF ORIGIN:

Administration

DATE SUBMITTED:

March 3, 2026

CLEARANCES:

Community Development

Purpose and Recommendation

The purpose of this agenda item is for the Committee to review the minutes from the February 9, 2026, Airport Advisory Committee Meeting.

Suggested Motion:

Motion: "I move to approve the minutes from the Airport Advisory Committee meeting held on February 9, 2026."

Background

The City Clerk's Office has prepared action-format meeting minutes for City Council's consideration.

Discussion

Alternatives

The Committee may make corrections to errors and approve the meeting minutes as amended.

Financial Impact

Recommendation

Staff recommends the Committee approve the meeting minutes as presented.



Des Moines
WATERLAND CITY

**MINUTES
DES MOINES AIRPORT ADVISORY COMMITTEE
MEETING**

City Council Chambers
21630 11th Avenue S, Suite C
Des Moines, Washington
Monday, February 9, 2026 - 4:00 PM

CALL TO ORDER

AGENDA ITEMS

Item 1. **Approval of Minutes**

Motion: "I move to approve the minutes from the Airport Advisory Committee meeting held on January 12, 2026."

Direction/Action

Motion made by Joe Dusenbury to approve the January 12, 2026 Airport Advisory Committee Meeting Minutes; seconded by Jeffrey Bogen.
Motion passed 3-0.

Item 2. **Complaints/Communications**

- No report.

Item 3. **Sea-Tac Stakeholder Advisory Round Table (StART) Meeting Update**

- The Committee discussed the Sea-Tac Stakeholder Advisory Round Table Meeting and legislative efforts in Olympia.

Item 4. **Sustainable Airport Master Plan (SAMP) Update**

- No report.

NEXT MEETING DATE

March 09, 2026

ADJOURNMENT

MINUTES

MEETING OF THE AIRPORT ADVISORY COMMITTEE

February 23, 2026

The meeting was held at the Committee Chair's residence at 431 South 208th St from 5:30 – 7:00 pm. The meeting was conducted in a study session format with no official action expected or taken.

The group convened at 5:30 pm. Attending were:

Joe Dusenbury – Committee Chair and StART Community Rep.

Jeff Bogen – Committee Member

Barton DeLacy – Committee Member and StART Community Rep.

Steve Reagan – Committee Member

Brian Davis – Vice Chair of the Burien Airport Advisory Committee, (BAC)

The first item on the agenda was a presentation from Brian Davis who was invited to the meeting to update the Committee on the activities of the BAC, especially their efforts in Olympia to support recent legislation introduced by local legislators, SB 5652, which would have provided a mechanism and funding to address health issues related to air pollution from aircraft operations at the airport, (SEA), and SB 6240 that would have used a portion of the aviation fuel tax to support sound package repairs. Both bills died in committee but a part of SB 6240 that would provide funding for the mitigation of impacts from SEA operations is now part of the funding bill and may have a chance for passage by the legislature, although the bill does not contain specific language about what types of mitigation are available for funding.

Committee members asked Brian D. about plans for the next legislative session that will begin in January 2027. Brian told the Committee that similar legislation will be re-introduced in the next session. He also told the committee that the BAC is planning on contacting key committee members from both parties before the next session starts to try to schedule person-to-person meeting with them to discuss the airport communities' issues.

The next item on the agenda was a discussion of the Meeting Notes and Observations from the "Roundtable of Roundtables" meeting that the Committee Chair Joe D. attended on February 12. (A copy of the document is attached to these minutes). The document had been distributed to the Committee members and City staff before the meeting and was presented as his notes, observations and recommendations from the meeting and not as a work product of the Committee. He also presented an e-mail from Maria Becce, Chairperson of the New York Community Aviation Roundtable (NYCAR) that described the organization and membership of their Roundtable.

Joe D. told the Committee that what he heard at the meeting, verified by the e-mail from Maria B, indicated that the membership and organization of the other Roundtables represented at the meeting were significantly different than the SEA Roundtable. The general feeling of the Committee members is that the organization and membership of the other Roundtables at the meeting were more representative and accountable to the citizens they were representing than the SEA Roundtable.

The Committee members agreed to take the documents and review them before their next regularly scheduled meeting and be prepared to discuss them in more detail. There was some concern about how a discussion on the organization and function of the SEA Roundtable would fit into the Committee's approved work plan, and the members agreed to ask for the City staff's input on that issue.

The Committee meeting concluded at 7:15 p.m.

THIS IS A DRAFT DOCUMENT SENT OUT FOR COMMITTEE MEMBER'S REVIEW.

OPERATING PROCEDURES

Enacted on May 20, 2021

Background

In Fall 2017, the Port of Seattle (Port) developed the SEA Stakeholder Advisory Round Table (StART) to enhance cooperation between the Port and the Highline Forum-member cities of SeaTac, Burien, Des Moines, Normandy Park, Tukwila and Federal Way (Highline Forum-member cities). This voluntary, non-governing regional roundtable is being convened by the Aviation Managing Director, influenced by discussions with leadership from the Highline Forum-member cities and other representational bodies.

Purpose

StART provides Highline Forum-member cities, 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 Highline Forum-member cities to inform the airport-related decision making of the Port of Seattle and other jurisdictions/organizations;
- Raise public knowledge about the airport and its impacts, and
- Focus on practical solutions to reduce the impact of the airport on Highline Forum-member cities.

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 the Highline Forum-member cities of SeaTac, Burien, Des Moines, Normandy Park, Tukwila and Federal Way.

Membership on StART does not preclude StART members from participating fully in any airport-related environmental review processes at the state or federal level.

StART is the preeminent forum for information-sharing, discussing the Highline Forum-member cities' concerns, and providing feedback to the Port for issues related to the 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 Members and Alternates Code of Conduct).

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 Steering Committee to identify briefing topics and work toward consensus to shape potential solutions.

Reporting Structure with the Highline Forum

StART shall have a formal relationship structure with the Highline Forum. The Highline Forum provides cities (elected representation and senior staff), educational governing bodies, and the Port (elected representation and senior staff) with the opportunity to share information, interact with outside speakers and other governmental organizations, and work in partnership on initiatives that benefit their shared constituency. Regular updates on StART will be provided at Highline Forum meetings. The StART Steering Committee will consider agenda topics for future StART meetings, as well as other input proposed by the Highline Forum. Agreed upon recommendations from StART will be presented at Highline Forum meetings for consideration.

Each Highline Forum member-city will be given a formal role to designate StART members (see Membership).

An Annual Report shall be presented to the Port of Seattle Commission and the Highline Forum. Upon request to the Chair, each Highline Forum member-city can 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 the primary non-elected city employee.
- Two (2) airline representatives from each of the two highest passenger volume carriers serving SEA (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 an alternate to serve in their absence.

Each Highline Forum-member city may assign one (1) non-elected city employee to serve as an alternate for the primary non-elected city employee member. All 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. All members and alternates who serve on StART shall serve at the pleasure of their appointing bodies. Community members whose situation relative to eligibility changes after their appointment, are allowed to complete their terms if their appointing bodies so desire, but they are not eligible for reappointment if they no

longer meet eligibility requirements. It is the responsibility of each city or representational body to notify the facilitator and the Chair anytime a member is appointed, reappointed or terminates service on StART.

Suspension, Termination, Reinstatement of Membership

It is the responsibility of each Highline Forum-member city or representational body to provide written notification to the Chair and facilitator if they suspend or terminate their membership in StART. If a city or representational body wishes to reinstate their membership, they shall provide written notification to the Chair and facilitator with their plan for reinstatement that includes identification of appointed members.

Adherence to the Operating Procedures

It is the responsibility of each member to adhere to the Operating Procedures including the Commitment from Members and Alternates Code of Conduct. Each Highline Forum-member city or representational body will be responsible for ensuring adherence from their appointed members and alternates and will work with the facilitator to resolve any conflicts or issues related to non-adherence by their members and alternates.

Federal Aviation Administration

Representatives from the Federal Aviation Administration (FAA) participate as non-members and provide agency expertise on StART. Periodically, time will be set aside at meetings for representatives to provide updates and briefings at StART meetings.

Steering Committee

A Steering Committee will be established to provide support, guidance, and strategic direction for StART. Membership of the Steering Committee will include the Chair, primary non-elected city representatives, and airline representatives. The Steering Committee will be resourced by a representative from the FAA, Port support staff, and the facilitator. Each Highline Forum member-city and represented airline may serve on the Steering Committee, though it is not a requirement that they serve. There must be a minimum of three Highline Forum-member cities participating at a Steering Committee meeting. If three member cities are unable to attend, the meeting will be rescheduled. The responsibilities of the Steering Committee include:

- Meet at least one month prior to StART meetings to discuss and decide upcoming agenda topics
- Provide recommendations for potential presenters
- Provide guidance for and approve StART specific external communications and/or promotions (not including StART facilitator meeting summaries and meeting notices).
- Review and approve StART's annual report
- Provide feedback annually on the facilitator

A non-elected city representative or airline representative on the Steering Committee may assign their designated alternate to attend Steering Committee meetings in their absence.

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, managing the agenda and member participation, 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's neutrality and fairness is essential for building trust and integrity in the StART process.

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 with support from the appropriate Highline Forum-member city or representational body when it appears that one of their members is not acting in accordance with the Commitments from Members and Alternates Code of Conduct. During meetings, the facilitator may use their independent judgement as to how to address non-adherence to the Commitments from Members and Alternates Code of Conduct.

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 and share it with the Steering Committee. 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.

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. If Christmas falls on the fourth week in December, StART will be held on a prior Wednesday in December.

Special meetings may be called upon with twenty-four (24) hours notice by the Chair. Any regularly scheduled or special meeting may be cancelled by the Chair.

- **Recording**

Meetings will not be officially audio or video-recorded. If any participants in StART including members of the public wish to audio or video-record a meeting, they are required to notify the facilitator prior to beginning recording. If the facilitator consents to such recording, the facilitator must notify all StART attendees that the meeting will be recorded. Attendees may leave the meeting if they do not consent to the recording. Any recordings of StART meetings made by participants in StART, including members of the public, are not considered official or necessarily accurate recordings of the meeting.

- **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 the airport unless otherwise noticed. It is possible that some meetings will be held at locations away from the airport or online.

- **Notification of Meetings**

Attendance at StART meetings is open to the public and the media. All meeting materials 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 distributed at least one week prior to a meeting for public notification. All meeting materials including agendas and final meeting summaries will be posted on the Port of Seattle's StART webpage: www.portseattle.org/page/sea-tac-stakeholder-advisory-round-table.

- **Meeting Agendas**

The Steering Committee will develop the agenda for each StART meeting (not including Working Group meetings). A running list of aviation topics of interest will be kept by the facilitator and shared with the Steering Committee. The agenda for each meeting will be developed from five major sources:

1. The work program or plans established by Working Groups
2. Specific topics identified as priority issues by StART
3. Topics identified by Port staff
4. Topics of interest identified by the facilitator
5. Requests from the Chair

- **Meeting Summaries**

Meeting notes for StART meetings will be taken at each meeting. The facilitator will write a facilitator's meeting summary which will be posted on the Port of Seattle's StART webpage and distributed to all StART members after members have had the opportunity to provide correction and comment.

- **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 the facilitator 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 and is not governed by the requirements of the Washington State Open Public Meetings Act Chapter 42.30 RCW; StART will not follow procedural rules of order and will not entertain motions or record votes.

StART will strive to use consensus to shape guidance, which will be captured in the meeting summary developed by the facilitator. Consensus-based guidance is 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. Feedback from individual StART members is also important, even when there is not consensus on specific guidance.

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 Chair. Any StART member can volunteer to serve on a working group. Primary non-elected city employees may assign non-elected city employees or consultants to participate in working groups. StART airline representatives and the FAA may designate employees or consultants to participate in working groups. Working groups adhere to the Commitment from Members and Alternates Code of Conduct. 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 and will not be audio or video-recorded. Written summaries of working group meetings will be posted on StART’s website.

Amending the Operating Procedures

Operating Procedures may be amended by consensus of the Chair and the primary non-elected city employees from the Highline Forum-member cities. Proposed modifications to the Operating Procedures will be distributed in writing to the Chair and the primary non-elected city employees. If there is consensus, modifications to the Operating Procedures will be communicated to all StART members.

Annual Report

StART will have an annual report. With assistance from Port staff, the facilitator will produce the annual report based on StART’s meeting summaries. After completion and upon achieving consensus from the Steering Committee, the annual report shall be presented to the Port of Seattle Commission and the Highline Forum. Upon request to the Chair, each Highline Forum-member city can receive a presentation of the Annual Report.

COMMITMENT FROM MEMBERS AND ALTERNATES

CODE OF CONDUCT

StART members have the following responsibilities:


- a) Prioritize Preparing for, Attending, and Actively Participating in Meetings: Members will arrive on time and avoid leaving early. Members will inform the facilitator as far in advance as is possible if they (or their alternates) cannot attend a scheduled meeting.
- b) Focus on the Subject at Hand during Meetings: Members agree to focus on the topic of discussion, share discussion time, avoid interrupting, respect time constraints, and avoid side conversations, including texting.
- c) Represent Constituency: Members will bring the concerns and perspectives of their various constituencies to StART, where appropriate, for discussion. Members will consult regularly with their appointing bodies. It is understood that some members participate in other initiatives, organizations, and forums at the local, regional, state, and national levels and may advocate in those forums on issues related to StART's work. Members will make it clear they are representing only themselves, not StART.
- d) Respectful of the Diversity of Views: To enhance the possibility of constructive discussions, members agree to be respectful of the diversity of views represented on StART. Members agree to listen openly to all points of view. Members agree to avoid personal attacks on other StART members both during StART meetings and away from meetings.
- e) Communicate Fairly: When communicating with others, including when posting information on social media, members agree to 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.
- f) Abide by Discussion Ground Rules:
 - Participate fully, honestly and fairly, commenting constructively and specifically.
 - 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.
 - Engage and discuss with an open mind, listening to different points of view with a goal of understanding the underlying interests of other StART members.
 - Acknowledge that all participants bring with them legitimate purposes, goals, concerns and interests, whether or not you are in agreement with them.
 - Allow people to say what is true for them without fear of criticism from StART members.

- Agree to work toward fair and practical feedback that reflects the diverse interests of all StART members and the public.
- Strive for consensus in shaping feedback and closure on issues.
- Avoid dominating the discussion.
- Listen when others are speaking, silence cell phones, avoid interrupting, side conversations, and texting.
- Act in “good faith,” state concerns and interests clearly, listen carefully to and assume the best in others. Leave negative assumptions and attitudes at the door.
- Disagree respectfully. Avoid making personal attacks or slanderous statements.
- Ask for clarification when uncertain of what another person is saying. Ask questions rather than make assumptions.
- Adhere to the agenda as much as possible, focusing on the subject at hand.
- Indicate to the facilitator when they wish to make a comment and be acknowledged before speaking.
- Self-regulate and help other members abide by these commitments.

Introduction to Aviation Forecasting

START - 02/25/2026



A photograph of a fortune teller, likely a woman with dark hair, wearing a dark, patterned top and jewelry including bracelets and rings. She is lying on her side on a carpeted floor, holding a large, glowing crystal ball in front of her. The crystal ball is illuminated from within, creating a bright, circular glow. The background is a plain, light-colored wall.

**Prediction is very difficult,
especially if it's about the future.**
-Nils Bohr

Airport Planning Process

- Identify Passenger Demand for the Airport
 - Forecasting
 - Passengers
 - Aircraft operations
 - Automobiles
 - Identify Limitations/Constraints to Meeting Forecasted Demand
 - Physical
 - Operational
 - Level-of-Service (LOS)
- Develop Alternatives to Overcome Constraints
- Evaluate Alternatives
 - Feasibility
 - Costs
 - Other impacts
- Develop Recommendations

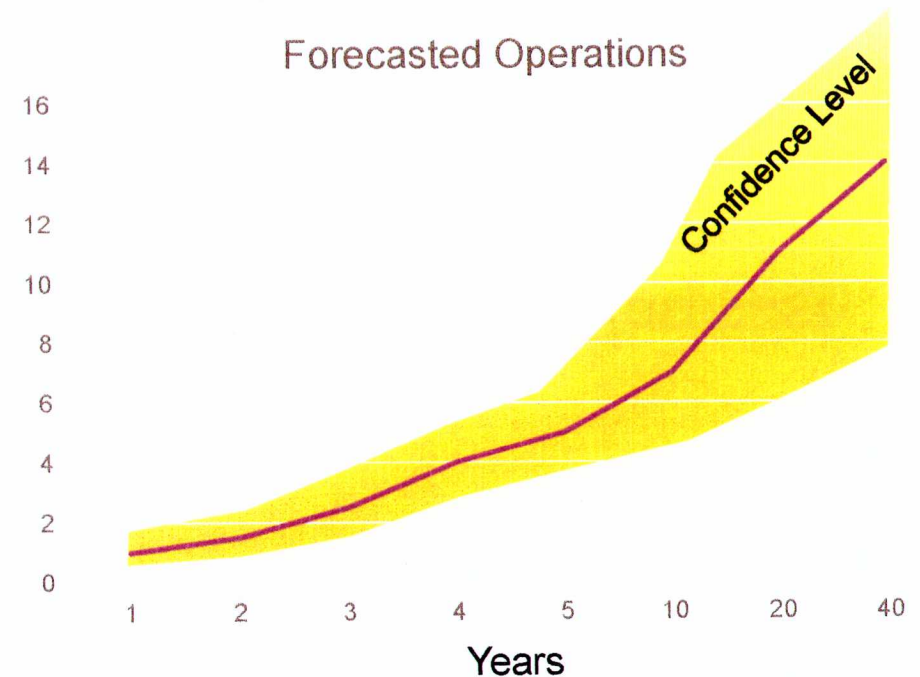


Purpose of Aviation Forecasting

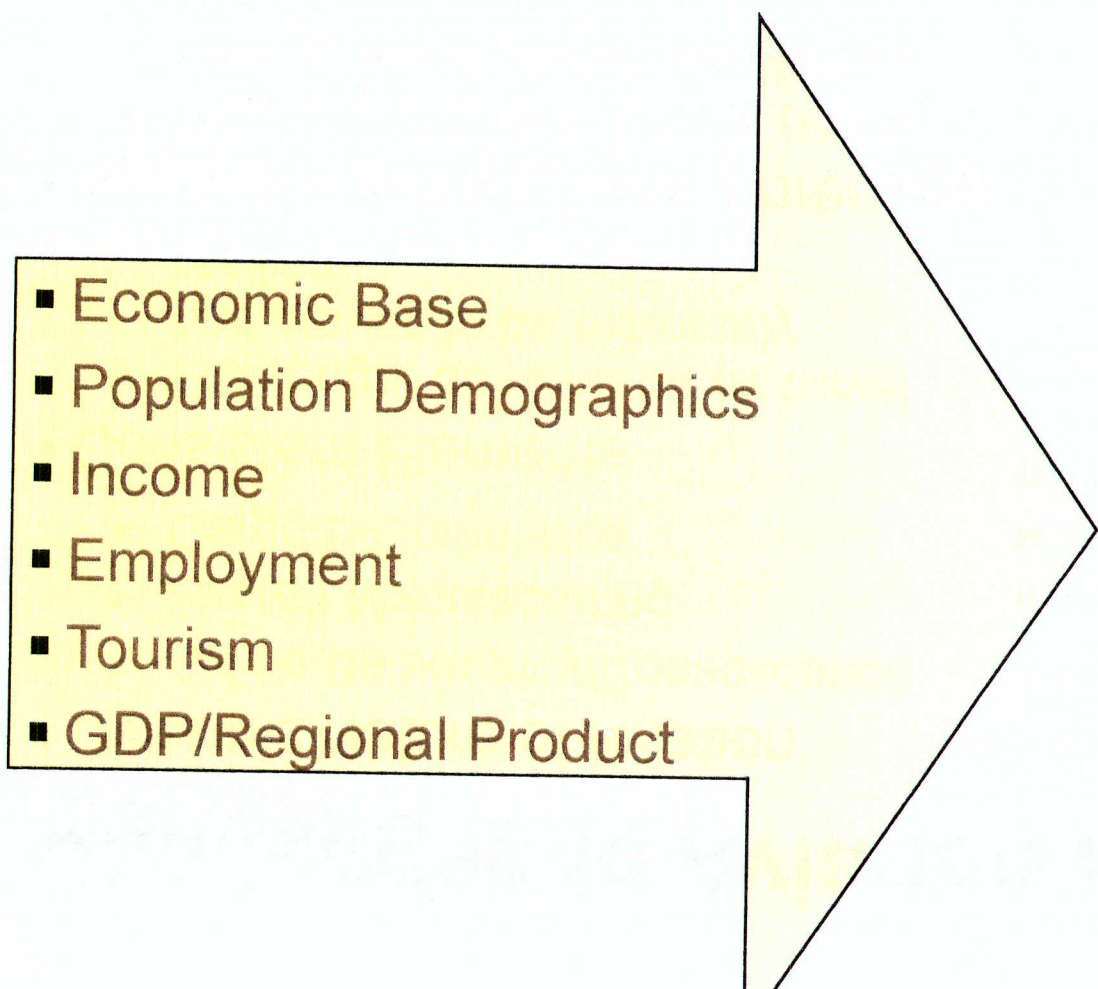
- Long-Term Airport Planning and Capacity Needs
 - Airside Facilities Expansion
 - Landside Facilities Expansion
- Short-Term Operational Planning
 - Personnel Requirements
 - Passenger Travel Time/Delays
- Financial Planning
 - Bond Issues (Financial Feasibility)
 - Annual Budgeting
 - Benefit-Cost Analysis

Challenges to Aviation Forecasting

- Dynamic Nature of Aviation
 - Airline Bankruptcy/Consolidation
 - Aircraft Manufacturing
 - Cargo/E-Commerce
- Consistent Elements
 - Passenger demand for air travel has proven to be extremely resilient
- Approach to Long Term Forecasts
 - Passenger Activity Levels (PALs) versus Year-Based Predictions
 - PALs Used as Triggers for Action



Factors Considered for Aviation Forecasting

- 
- Economic Base
 - Population Demographics
 - Income
 - Employment
 - Tourism
 - GDP/Regional Product

Unconstrained Forecast

- Projection of pure demand
- Does not consider airport limitations



Identifying Constraints/Limitations

- Physical Constraints
 - Example: No Federal Immigration Service = no international flights
- Operational Constraints
 - Example: Runways too close together = less capacity for flights
- Level-of-Service
 - Example: Small gate holdrooms = queuing into the common hallways

Constrained Operating Growth Scenario

- Simulation/Capacity Modeling Predicts Operational and LOS Constraints
 - Good predictors of trends and points at which action should be taken
 - Models are not useful predictors of total capacity (e.g., >20 min delay)
- Reality of Airport Capacity is Nuanced
 - Three US airports have regulatory caps on aircraft activity (LGA, JFK, DCA)
 - Without regulatory caps, even the most congested airports continue to see growth
 - Below national average
 - Often as a result of small operational changes (flight schedules, size of aircraft, etc.)
- COGS Analysis
 - Used to estimate the small growth once the models stop reliably predicting delay
 - Considers all the small actions an airport and airline may make to increase passenger levels
 - Even with new facilities, constraints can reappear



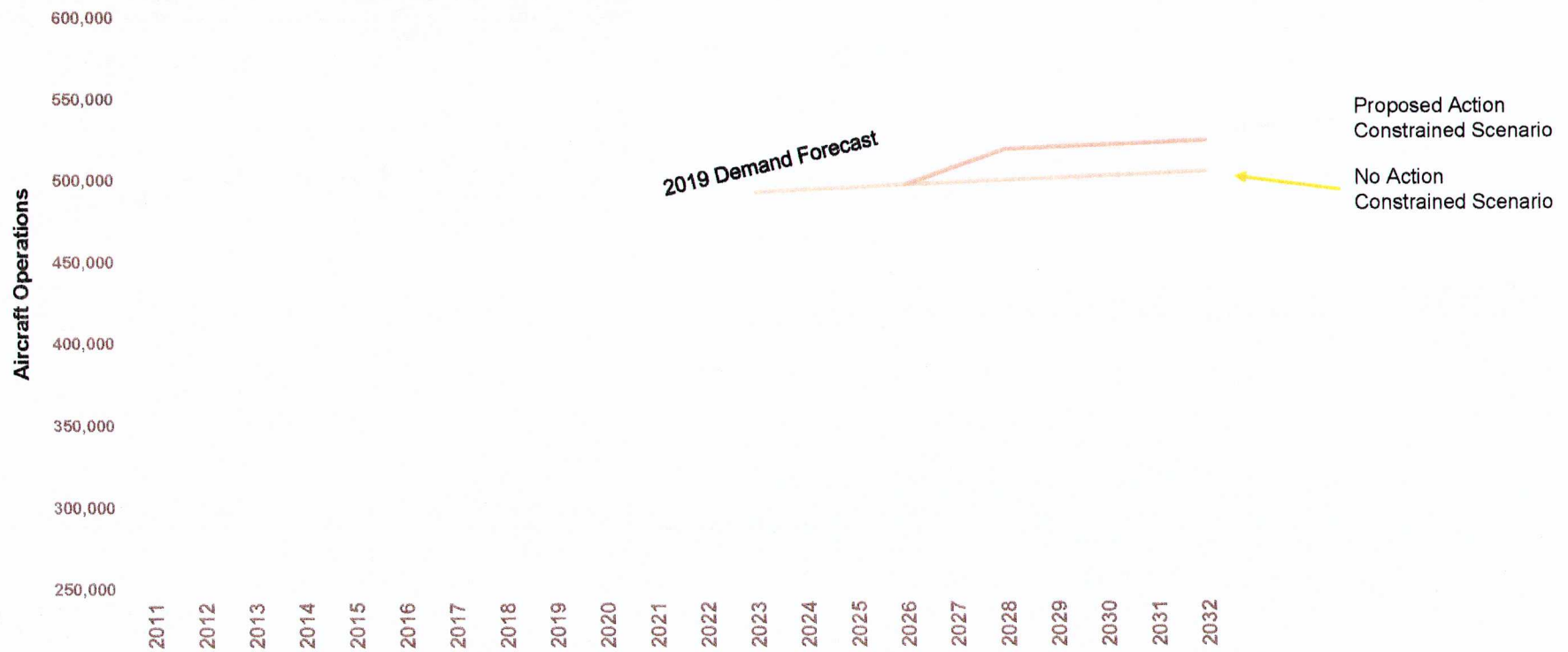
Sustainable Airport Master Plan Near-Term Projects Environmental Review Forecast



SAMP Demand Forecasts and Constrained Scenarios

	Type	2027		2032	
		Aircraft Operations	Passengers (millions)	Aircraft Operations	Passengers (millions)
SAMP Demand Forecast (2015)	Unconstrained	477,000	56.0	527,000	63.0
SAMP Updated Demand Forecast (2019)	Unconstrained	520,000	61.1	557,400	70.9
No Action (w/o projects) scenario	Constrained	467,000	58.1	506,000	60.7
Proposed Action (w/projects) scenario	Constrained	508,000	59.2	524,000	63.1

Environmental review analysis based on constrained growth scenarios



AGENDA



- Welcome
 - Meeting Management/Introductions
 - Opening Comments
- SEA Airport Growth Projections
- Sustainable Airport Master Plan Near-Term Projects Update
- Policy Working Group Activities
- Aviation Noise Working Group Activities
- Public Comment
- Wrap Up & Next Steps

Sustainable Airport Master Plan Near-Term Projects Update

- Sarah Cox, Aviation Environment & Sustainability Director, Port of Seattle (POS)



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Policy Working Group Activities

- John Flanagan, State Government Relations Manager, POS



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Aviation Noise Working Group Activities

- Marco Milanese, Community Engagement Manager, Port of Seattle (POS)



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Public Comment

Public Comments

- One Person signed up
- Limited to 2 minutes
- Facilitator will Enable/Disable Panelist Access
- Please Un-mute and Turn on Your Video

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- Welcome
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- Aviation Noise Working Group Activities
- Public Comment
- **Wrap Up & Next Steps**



Wrap-up + Next Steps

- Meeting Summary
- Next Meeting: April 29, 2026 via Zoom

StART

MEETING SUMMARY

DECEMBER 17, 2025; 5:00 PM – 7:00 PM

VIA ZOOM VIDEOCONFERENCE

Meeting Objectives:

- An overview of the FAA's Instrument Flight Procedures process and a review of StART's 2025/26 priorities to identify what to emphasize at future meetings.

I. Facilitator Welcome, Meeting Management, Introductions, Opening Comments

Andrés Mantilla, Facilitator, Uncommon Bridges; Arif Ghouse, StART Chair/Interim SEA Managing Director, Port of Seattle (POS)

- The request was made to record the meeting
- Arif thanked the members for coming and participating. Introduced Maria Becce and Aaron Toffler, from the Roundtable of Airport Roundtables, and Joseph Bert from the FAA.

II. Roundtable of Airport Roundtables Launch

Maria Becce, Chairperson, LaGuardia Airport Committee; co-chair of the New York Community Aviation Roundtable, & Aaron Toffler, Executive Director, Massport Community Advisory Committee

- On November 13, the first exploratory meeting of the Roundtables of Roundtables occurred online and included representatives of airport committees from around the country. The goal of the meeting was to “explore ways that roundtables might benefit from connecting with each other, sharing learning, experience, and expertise.” Numerous ideas were discussed, and two Members of Congress provided pre-recorded greetings. Attendees then discussed options for what could come next:
 - Collaboration on a single project
 - Creating a repository of shared data
 - Seeking change to the FAA Noise Policy
 - Building out a legislative coalition
 - Or serving as the host for an educational series on noise
- Maria Becce provided extensive background and information about the Roundtable of Roundtables' first meeting.
 - Held a high-level meeting in November to share information and explore how roundtables might benefit from connecting with each other
 - Key concerns/issues:

- Working with the FAA, especially air traffic control
 - Finding ways to change the noise discussion from politics to public health
 - Looking into incentives like Fly Quiet programs
 - Legislative strategy and changes for air and noise pollution
 - Develop a shared roster of consultants
 - Learn more about new and emerging technologies
 - Getting relevant and current data, including virtual noise monitoring
- Aaron: The goal is to share information and become more effective. Want to pursue a project with consistent data across the country. Not everyone is certain about joining.
 - Question/Comment: *Best 30-minute presentation at a StART round table so far! Are New York Community Aviation Roundtable (NYCAR) members all from the airport and communities right around LaGuardia and JFK? Sounds like the roundtable was created by a government agency; did they provide funding? The Roundtable was created by then-New York Governor Cuomo. Includes elected officials, and each area has community boards; and two citizen members are part of NYCAR.*
 - Question: *How far along is this process? The first meeting in November was more about getting acquainted. Short-term goals: More flight dispersion. FAA calls that shifting noise; we call it sharing noise. Also, trying to get planes to a higher altitude faster. Long-term goal: aviation technology – allows for closer spaced flights, electric/hybrid planes, and airframe design improvements.*
 - From the Chat: *Hello, Jeff - just reading through the chat postings. The Roundtable of Roundtables meeting on November 13 was the first-ever convening of airport roundtables across the country to get to know each other, share information, and determine whether we could identify a topic to work on together. We are happy to report that everyone thought it was worthwhile to continue working together. At this time, meeting participants are limited to the Chairs or Executive Directors of each Roundtable. However, we will continue to coordinate with Marco and Eric, and they will have all pertinent information to share with StART. I am always available to share information, and my email address is: mariarbecce@gmail.com. We have been working on the issue of excessive aircraft noise in New York since 2012. With the ongoing modernization of the FAA, I am hopeful we will see improvements in noise metrics, flight procedures, flight dispersion, and related areas. I am also hopeful for the use of Noise Abatement Departure Procedures, etc.*

III. Instrument Flight Procedures (IFP) Process and Gateway Overview

Joseph Bert, Team Manager, FAA

- The FAA's Instrument Flight Procedures (IFP) Information Gateway, also known as the IFP Gateway, allows any interested party or entity to submit proposed changes to flight paths, procedures, vector management, and other air traffic navigation areas where, in turn, the

- FAA can then review, evaluate, and decide whether to make that change or not. Joe walked through how to launch a proposed procedure change request, the various entities involved with the review at the FAA and at the airport, how progress can be tracked, and the general timeline for a request's consideration.
- Prioritization: depends on what the change in procedure is intended to do. Is it for safety and efficiency, or moving aircraft to decrease noise, etc.
 - Procedures should be submitted through the IFP Gateway if:
 - You are requesting a new IFP
 - You are requesting an amendment to an existing published IFP
 - You are requesting that an existing procedure be cancelled
 - Procedures should not be submitted through the IFP Gateway if:
 - Changes handled solely by Air Traffic Control (ATC) or ATC automation with no required changes to the IFP
 - Changes handled by the aircraft Pilot in Command with no required changes to the IFP
 - Change requests to frequencies, airport lighting, or airport diagrams on a published IFP
 - How to find the IFP gateway:
<https://www.faa.gov/air-traffic/flight-info/aeronav/procedures/>
 - You can register and if there is something that appears on the IFP gateway for a specific airport you've requested, it will send you a notice.
 - Once you submit a request, it will take two to four months before it appears on the tab in the portal
 - If a chart date is assigned more than two years out, it won't appear
 - Timelines
 - Currently, more than 4,000 procedure requests are in process
 - ≈ 2.6 years to complete every project currently in the queue
 - Unless directly related to safety, expect the request to take at least two years to process
 - Projects are sequenced based on the criticality of the change
 - Projects are not sequenced by the simplicity of the change
 - IFP Gateway is open to everyone, but making a request through a roundtable may work better than individual cities submitting.
 - Questions: *What type of requests do you receive?*
 - Example: request for a departure path that doesn't go over the city of San Francisco. They were able to make the change from 1AM to 5AM and continue evaluating.
 - Example: San Diego – preference for flights going further over the ocean before turning back; we were able to push procedure two miles further out.
 - Example: A few at LAX as well. All these requests came through roundtables. Most important is for the FAA to know what the roundtable is trying to accomplish

- Port needs to adopt a policy for how it will handle these requests when the FAA asks them for input
- What role should StART play in this process? How do folks think about how we would address this:
 - *Comment: Biggest issue is that we are not experts in flight path design; we might have a need for an external expert to come in and provide advice*
 - *Question: Is there enough airport staff expertise to prioritize some flight path changes? SEA would need a consultant's help. How many would benefit? How many would be worse off? That would be important. Criteria/policy could be developed before a consultant reviews options.*
 - *City representatives should think about how they would want to weigh in*
- *Questions: What geographic constraints apply to individuals or entities submitting a proposed change? Don't let that hinder you; go ahead with the requests.*

IV. Revisiting StART's 2025/25 Priorities

Andrés Mantilla, Uncommon Bridges

- StART members were asked to provide feedback on which priorities deserve a greater emphasis for presentations and discussions at future meetings. The three general priority categories are: 1) Reduce Noise Impacts, 2) Environmental Justice/Air Quality, and 3) Airport Growth & Capacity.
- *Comment: Our understanding of the SAMP process is that their findings of no impact did not address health impacts; it merits a more thorough analysis of the data. Changes might be made locally if we better understood the health issues.*
- *Follow-up: A growth and land use conversation around airport growth and capacity. Within airport growth, data on where the extra flights are going and what that means for frequency. What does this expansion mean for the lived experience of these communities?*
- *Comment: The Steering Committee will discuss a presentation from the Port on the projected effects of the airport's growth.*
- *Comment: Regarding the health data, quantity of data seen in the past few years shows that we need mitigation for those most impacted by the health issues*

V. Policy Working Group Activities

Eric Schinfeld, Federal Relations Manager, POS & John Flanagan, State Government Relations Manager, POS

- National Defense Authorization Act has passed which includes legislation allowing for FAA funding of secondary noise insulation repair and replacement
 - Applies to homes in the 65 DNL but now expands potential eligibility to any home that was insulated from 1993 to 2002. Homes insulated after 2002 are not eligible.
- State update:
 - Policy Working Group looked at the shared state agenda. During the last StART

meeting, member cities requested an amendment to the shared agenda indicating that StART does not have a shared position on SB 5652. **New language was provided by John and is attached to these notes as well**

- The group also discussed an idea raised in prior StART meetings by the city of Des Moines about pursuing funding from the state to study the impacts of SAMP to local communities; until draft proviso language is shared and agreed upon by the group, it will not be included in the updated shared agenda.
 - *Question: What is different about this study? Who will oversee this study?*
Need to determine what we are trying to capture that has not been part of the SAMP environment analysis or other previous studies. We'll need a draft proviso to build on. John and Anthony are coordinating. Overall, the group agreed that a third-party contractor would be best to oversee the study
- State agenda will continue to serve as a living document, and changes will be made throughout the interim as the group agrees on updated priorities.
- The next Policy Working Group meeting will be on January 5

VI. Aviation Noise Working Group Activities

Marco Milanese, Community Engagement Manager, POS

- At the meeting, an early recap of the Late Night Noise Limitation Program's 4th quarter numbers, Third Runway use to date, monthly averages for aircraft go-arounds and the October totals for noise comments/complaints were all provided. The latest on the Port's ongoing sound insulation efforts was covered, along with the reasoning behind the recent change to the single-engine taxiing language to emphasize minimum thrust instead.
- The bulk of the meeting was reserved for the Technical Review Committee (TRC) to provide input on the Part 150 Noise Study. Attendees were provided an update on the outreach done to date and what feedback was collected during the outreach. Then, as the study transitions to the Noise Compatibility Program (NCP) phase, members were reminded of the type of efforts that are typically evaluated within the NCP phase and then asked to share their ideas and recommendations for inclusion.
- Port clarified that they had prepared a draft letter to send to congratulate China Airlines Cargo for their fleet modernization plan and sent it around for approval and once edits were received, sent around a second time for approval. *Comment: Burien does not agree to the letter and another city supported that position. No letter will be sent by StART.*

VII. Sustainable Airport Master Plan Near-Term Projects Updates

Sarah Cox, Aviation Environment & Sustainability Director, POS

- Sixty-day NEPA appeal process is closed. Moving forward with SEPA process; scheduled to be released at the end of Q1 2026 with a final determination in Q4 2026.

VIII. Public Comment

- Two people signed up but did not attend the meeting.

- David Goebel – President of Vashon Island Fair Skies. Three cities and Vashon Island Fair Skies filed an appeal on the SAMP EA's FONSI ROD basically suing the FAA.

The FAA IFP Gateway is helpful, and he is signed up and gets notifications. He's submitting a copy of his SAMP EA appeal and a summary of what the issues are. Recommend that people read it. Refers to what Maria refers to. Seattle StART excludes communities. Impacts are considered insignificant. Their quality of life has been shattered by these changes.

- Ursula Euler – longtime resident of Thurston County. Actively involved over the past three or four years on the CAC and the CAWG, and she also attends StART meetings. Katherine Caffrey from Des Moines made a good point. Not questioning FAA's data collection but should future growth estimates be just based on past growth. Knowing who is flying and why would be good information to have as long as it's collected by a neutral third party like the International Council on Clean Transportation. Her contact information is available to members.
- StART written comment by Vashon Island Fair Skies – 17 December 2025
 - I was very surprised this evening that the passing of the 60 day window after publication of the SAMP EA's FONSI ROD was explicitly noted, without describing why 60 days is notable, and more to the point, without bothering to mention that the very thing the FAA was hoping would not happen during that 60 day period, its very raison d'être, had in fact happened. Twice. Specifically, two separate Petitions for Review were filed with the 9th Circuit. The universe of colorful analogies here occupying this shared space of absurdity and comedy is vast, and rather than having all the fun myself, I leave it as an exercise to the reader to construct their own most amusing examples.
 - Below, or attached depending on how Uncommon Bridges wants to format things, you will find VIFS' concise Petition for Review. It provides the Cliff Notes version of our various issues that will be fully developed in our formal brief next year. You would be well advised to read this, and deliberately ponder to what degree StART has become, or in fact always was, a Potemkin round table of sorts.

IX. Wrap Up/Next Steps

- Next Meeting is TBD – 5:00 PM – 7:00 PM
- Strong interest from StART members in attending the Roundtable of Roundtable Meetings in the future.
- *Comment: Who is the manager of StART? Right now?* The Steering Committee is the manager.
- Requested information:

- Ursula Euler - ueuler@hotmail.com (public speaker)
- Maria Becce - mbecce@mbstubbs.com (roundtable of airport roundtable speaker)
- Aaron Toffler - atoffler@massportcac.org (roundtable of airport roundtable speaker)

MEMBERS	INTEREST REPRESENTED	PRESENT
ADOLFO BAILON	BURIEN - CITY	✓
ALETA BEST	FAA (EX OFFICIO)	-
ALETHIA MILLER	ALASKA AIRLINES (ALT)	✓
AMY ARRINGTON	NORMANDY PARK - CITY	✓
ARIF GHOUSE	PORT OF SEATTLE - CHAIR	✓
BILL VADINO	FEDERAL WAY - CITY	✓
BRANDON MILES	TUKWILA - CITY	-
BRYAN TOMICH	NORMANDY PARK - COMMUNITY REPRESENTATIVE	-
JEFF HARBAUGH	BURIEN - COMMUNITY REPRESENTATIVE	✓
JENNIFER REDDING	FAA (EX OFFICIO)	✓
JOE DUSENBURY	DES MOINES - COMMUNITY REPRESENTATIVE	✓
JOSEPH BERT	FAA (EX-OFFICIO)	✓
JONATHAN YOUNG	SEATAC - CITY	✓
JULIE LE	SEATAC - COMMUNITY REPRESENTATIVE	-
KAREN VELORIA	BURIEN - COMMUNITY REPRESENTATIVE	✓
KATHLEEN WILSON	TUKWILA - COMMUNITY REPRESENTATIVE	✓
KATHERINE CAFFREY	DES MOINES - CITY	✓
LAUREL HUMPHREY	TUKWILA - CITY (ALT)	-
MICHAEL BRUGATO	FEDERAL WAY - COMMUNITY REPRESENTATIVE	-
MOIRA BRADSHAW	NORMANDY PARK - COMMUNITY REPRESENTATIVE	✓
PETER SCHILLING	TUKWILA - COMMUNITY REPRESENTATIVE	✓
REBECCA DEMING	DES MOINES - CITY (ALT)	-
ROGER KADEG	SEATAC - COMMUNITY REPRESENTATIVE	✓
SARAH COX	PORT OF SEATTLE - CHAIR (ALT)	✓
SCOTT INGHAM	DELTA AIR LINES (ALT)	✓
SCOTT KENNEDY	ALASKA AIRLINES	-
RESOURCES		
PARIS EDWARDS	PORT OF SEATTLE	✓
RYAN McMULLAN	PORT OF SEATTLE	✓
STEVE VITNER	PORT OF SEATTLE	✓
PRESENTERS		
JOHN FLANAGAN	PORT OF SEATTLE	✓
TOM FAGERSTROM	PORT OF SEATTLE	✓
ERIC SCHINFELD	PORT OF SEATTLE	✓
MARCO MILANESE	PORT OF SEATTLE	✓
CONSULTANTS		
ANDRÉS MANTILLA	UNCOMMON BRIDGES	✓
CHERYL SWAB	UNCOMMON BRIDGES	✓
VINCE MESTRE	CONSULTANT	-
PUBLIC COMMENT		
AUDIENCE		
JEFFREY BOGEN		✓
LAURA HOLTHUS		✓
JC HARRIS		✓

SKY LARON	FAA	✓
MAKI DALZELL	FAA	✓
ALI LEE		✓
CHRIS NOTTOLI	ESA	✓
DAWSON FRANK		✓
ANTHONY HEMSTAD	CITY OF DES MOINES/HEMSTAD CONSULTING	✓
URSULA EULER		✓
DAVID GOEBEL	VIFS	✓
JOHN PARROT	KCIA	✓
ELIZABETH PARROT		✓
CAROLINE PINGAR		✓
EVAN NELSON		✓
ERIK UTTER		✓

MEETING NOTES AND OBSERVATIONS

“ROUNDTABLE OF ROUNDTABLES”

February 12, 2026 – Zoom

I believe there were about 20 participants representing one non-profit and 7 airports. We will probably get some meeting notes, but I’m not sure when. Unless I missed it, I didn’t hear that another meeting was scheduled. Several of the participants are going to the UC Davis symposium in Las Vegas in March, and they were trying to set up an informal meeting there. Here’s the list:

Non-Profits

Quite Communities – they have a program called “Quite American Skies”

Airports

The Roundtables representing communities nearby:

LaGuardia and JFK – NYCAR

Chicago O’Hare

Minneapolis-Saint Paul - MSP

Las Angeles International – LAX

Regan International – DC

Seattle International – SEA

Logan International - Boston

Some Observations:

Not all of the participants spoke but it appeared to me that the only airport roundtable representing the meeting by airport staff was ours. All the rest of the representatives were “civilian volunteers”.

The common threads thru-out the meeting were noise, especially nighttime noise and pollution, but it seemed like traffic was becoming the most pressing problem around LAX.

All of the roundtables there represented areas much larger in size than ours.

The Chicago O’Hare Roundtable members include school districts and the City of Chicago.

The LaGuardia-JFK Roundtable membership includes elected officials. The electeds designate a volunteer in their area to represent them at the meetings.

The City of Las Angeles has a “special impact zone” encompassing the communities around LAX.

The LAX roundtable has been in existence for 25+ years.

The FAA funded a “National Sleep Study”. The results have been delayed, mostly due to COVID-19. The results were supposed to be published this year but no one expects that to happen. Previous studies showed that the 65 DNL does not indicate the extent of the impacts from noise.

Massachusetts, (Boston Logan) has a “sustainable fuel tax credit”

The FAA program to evaluate the 65 DNL was funded in the latest appropriation, but the program has been delayed.

Regan International has had some success adjusting approaches. They attribute their success to hiring an “Air Space Expert” and having a retired air traffic controller on their roundtable.

Demographics of air travel – 60% of travel is done by 12% of the population raising the question about equitable distribution of the negative impacts of aviation.

At this point the FAA is underfunded and understaffed, especially in the departments that deal with requests to adjust flight paths or other measures to distribute the noise more equitably.

Recommendations

These recommendations are driven by my observation that all the participants think the 65 DNL is a flawed way to determine the totality of noise impacts and my observation that all of the roundtables at the meeting represent much larger areas while the Port has been successful in limiting the voices at the table to 4 small, immediately adjacent cities, (with sporadic participation from Federal Way) that have relatively little political power.

1. Expand StART to include the supervisors from all of the southwest King County Council Districts or their appointed representatives).
2. Expand StART to include representatives of the school districts in southwest King County.
3. To get a better picture of the totality of the noise impacts from the airport operations and expand the discussion about those impacts to a larger area, ask the Port to direct their Part 150 consultants to develop noise impact contours for 60 DNL and 55 DNL.

4. Be nice to the FAA. Get them more involved in StART. The Port is using the FAA's lack of capacity at this time as a "shield" to essentially stop difficult discussions about impacts.

5. Lobby the Legislature to change the focus of the CAWG (or whatever it is called) from aimlessly wandering around the State looking for some City to volunteer to host another multi-million passengers-per-year airport to studying and issuing a report on the immediate problem we actually have. The Port has made some aggressive predictions about the growth of air travel at SEA. What do we know about the millions of new travelers using SEA?

For instance:

- What are the population demographics of the new travelers that will use SEA?
- What is the market area for SEA?
- What is the market area for PDX?
- What is the market area for Spokane, the largest city on the east side?
- How many travelers are "local" traveling out-and-back? Now and projected?
- How many travelers are passing through making a connection?
- Will growth in smaller markets like Spokanes' result in more "regional" flights into SEA to make connections to longer flights?
- How many are foreigners entering the country here?

6. Hire an "Air Space Expert". Because of the cluster of airports in south King County, this should be a King County position. As mentioned above, the FAA does not have the capacity to analyze any proposed noise and pollution remedies, and Regan International in DC had some success using an expert to develop ideas into actions that would actually work and get political buy-in before presenting them to the FAA.

7. Find a retired air traffic controller to participate in StART. Their knowledge is invaluable.

8. Lobby the County to set up an "Impact Zone" around SEA. This could be the first step in developing funding mechanisms.