

**CITY OF DELAWARE  
AIRPORT COMMISSION  
CITY COUNCIL CHAMBERS  
CITY HALL  
1 SOUTH SANDUSKY STREET  
AGENDA**

**SPECIAL MEETING**

AUGUST 25, 2016

1. ROLL CALL
2. APPROVAL of the Motion Summary for the Airport Commission held April 21, 2016, as recorded and transcribed.
3. PUBLIC COMMENTS
4. DISCUSSION of Strategic Business Plan for Delaware Municipal Airport (R Thomas Homan, City Manager)
5. DISCUSSION T-Hangar Rental Rates
6. MEMBER COMMENTS
7. ADJOURNMENT

# *ITEM 2*

**AIRPORT COMMISSION  
MOTION SUMMARY  
April 21, 2016**

ITEM 1. Roll Call

Vice-Chairwoman McIntire called the Airport Commission meeting to order at 7:03 p.m.

Members Present: Charlton Amidon, Walt Gaub, Councilmember Kyle Rohrer, Vice-Chairwoman Janie McIntire

Members Absent: John Lewis, Greg Mellon, Jan Simonis

Staff Present: Joe Bullis, Public Works Superintendent, Kevin Piatt, Airport Operations Supervisor, and Linda Mathews, Customer Service Liaison

ITEM 2. MOTION TO EXCUSE

**Motion to Excuse:** Councilman Rohrer moved to excuse Mr. Lewis, Mr. Mellon, and Ms. Simonis, seconded by Mr. Gaub. Motion approved by a 4-0 vote.

ITEM 3. APPROVAL of the Motion Summary for the meeting Airport Commission meeting held January 21, 2016, as recorded and transcribed.

**Motion:** Mr. Gaub moved to approve the Motion Summary of the meeting of the Airport Commission held January 21, 2016, as recorded and transcribed, seconded by Councilman Rohrer. Motion approved by a 4-0 vote.

ITEM 4. INTRODUCTION of New City Council Representative

Mr. Rohrer was introduced.

ITEM 5. INTRODUCTION of New Commission Member

Mr. Amidon was introduced as the newest member

ITEM 6. ELECTION of Chairperson and Vice-Chairperson

**Motion:** Mr. Gaub moved to table the election of Chairperson and Vice-Chairperson, seconded by Councilman Rohrer. Motion approved by a 4-0 vote.

ITEM 7. PUBLIC COMMENTS

PUBLIC COMMENTS

Mary Lou Wilgus  
2781 Airport Rd  
Delaware, Ohio

Ms. Wilgus discussed current road conditions on Airport Road.

ITEM 8. UPDATE OF AIP PROJECTS/GRANTS

Mr. Bullis reviewed the May 1, 2016 due date for the ODOT grant application. Mr. Bullis provided information regarding the runway extension contractor and progress on the project. A presentation compiled of photographs of the different stages of the project was provided. Information was provided to the Commission regarding the improvements to the drainage and the construction schedule.

ITEM 9. CONSIDERATION of Resolution for Grant Application Submission

**Motion:** Councilman Rohrer moved to recommend approving the resolution of the Airport Grant Project Funding application and presenting to Council, seconded by Mr. Amidon. Motion approved by a 4-0 vote.

ITEM 10. DISCUSSION T-Hangar Rental Rates

Mr. Bullis discussed the revenue and expenditures for 2015 and 2016. A discussion was held on if future funds from the increase in rates can be set aside for maintenance of T-Hangars. Mr. Piatt reviewed current rental rates. Ms. Mathews recommended that the Commission discuss rental rates at a future meeting to allow for absent members to be present. The Commission was in agreement to discuss the rates at the next meeting.

ITEM 11. AIRPORT OPERATIONS SUPERVISOR and STAFF COMMENTS

Information provided regarding ODOT insurance registration requirements. Mr. Bullis discussed the new procedure to electronically sign the lease agreement documentation.

ITEM 12. MEMBER COMMENTS

Mr. Gaub stated that he met with Mr. Piatt to inspect the city owned T-Hangars and discussed the concern regarding the insulation in the T-Hangars. Mr. Gaub recommends that during roof repairs to replace panels with felt backing to alleviate condensation and insulation problems. Vice-Chairwoman McIntire recommended that staff determine the materials that are being used with Ohio State University Airport.

Mr. Piatt provided an update to Vice-Chairwoman McIntire regarding the use of the new sweeper.

Vice-Chairwoman McIntire discussed if the business on Pittsburgh Drive that is expanding had completed the necessary F.A.A. paperwork. Mr. Bullis stated that he has been in contact with the City Engineering Department regarding this.

Vice-Chairwoman McIntire requested any information regarding problems with drones. Mr. Bullis discussed the requirements by the F.A.A. that drones are licensed and registered.

Councilman Rohrer indicated that Mr. Homan was unable to attend the meeting, but is planning to attend in the future.

Information was provided regarding the Pancake Breakfast.

ITEM 13. ADJOURNMENT

**Motion:** Councilman Rohrer moved to adjourn the meeting, seconded by Mr. Gaub. The Airport Commission meeting adjourned at 8:13 p.m.

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Chairman or Vice-Chairman

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Elaine McCloskey, Clerk

# *ITEM 4*

# KING COUNTY INTERNATIONAL AIRPORT STRATEGIC PLAN 2014-2020

FINAL DRAFT December, 2014



King County



Prepared for

**KING COUNTY DEPARTMENT OF TRANSPORTATION**

**King County International Airport - Boeing Field**

By

**BERK Consulting, Inc.**

With Technical Support from:

COFFMAN ASSOCIATES, INC.

O'DONNELL AVIATION CONSULTING

and

MAC CONSULTING, LLC



**King County**

**Department of Transportation**

**King County International Airport/Boeing Field**



# KING COUNTY INTERNATIONAL AIRPORT STRATEGIC PLAN 2014-2020

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# KING COUNTY INTERNATIONAL AIRPORT STRATEGIC PLAN 2014-2020

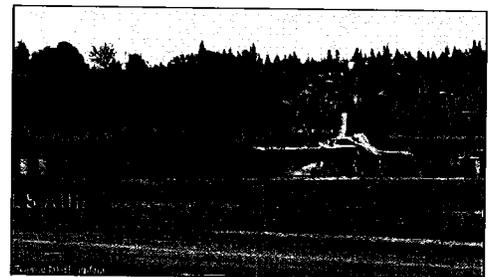
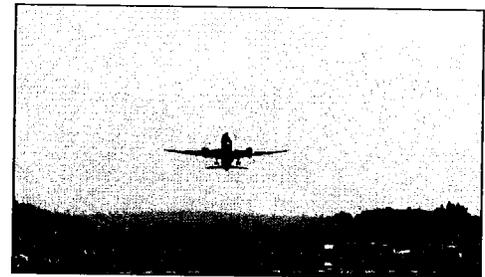
## INTRODUCTION

In 2011, King County International Airport--Boeing Field (KCIA) initiated a strategic business planning process. This process was an opportunity to review the airport's role in the regional economy and this particular point in time as part of its lifespan as a regional asset.

**Goal of the plan:** To develop a clear strategic focus for what KCIA should be doing to achieve its Vision over the next six years and to identify appropriate goals and implementing actions that realize this vision.

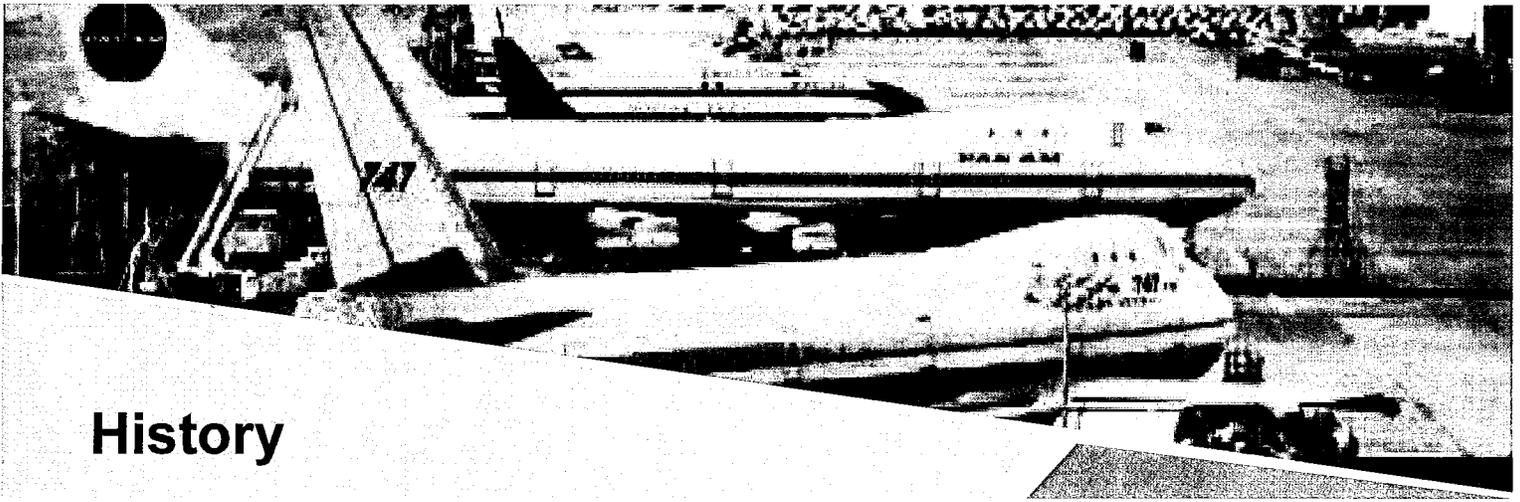
Toward this end, the Plan should address several key questions:

1. What is or should be the strategic focus over the next several years?
  - In its role as an operating division of the King County government
  - In its capacity as a transportation facility in the region
2. How well does KCIA's current operation and policies align with its desired role(s) and strategic focus?
3. What are the strategic challenges and opportunities facing KCIA as it seeks to fulfill its role(s)?
4. How best can KCIA focus its policies, decisions, and resources to maximize the potential for long-term success?



## PROCESS

As part of this planning exercise, the strategic planning team conducted interviews with airport tenants and other stakeholders, including the General Aviation community and the Boeing Company. They also completed market analyses for General Aviation (including the corporate segment), air cargo, and scheduled commercial passenger service. Finally, the airport's organizational structure and financial model were evaluated to meet current strategic countywide goals for economic growth and sustainability.

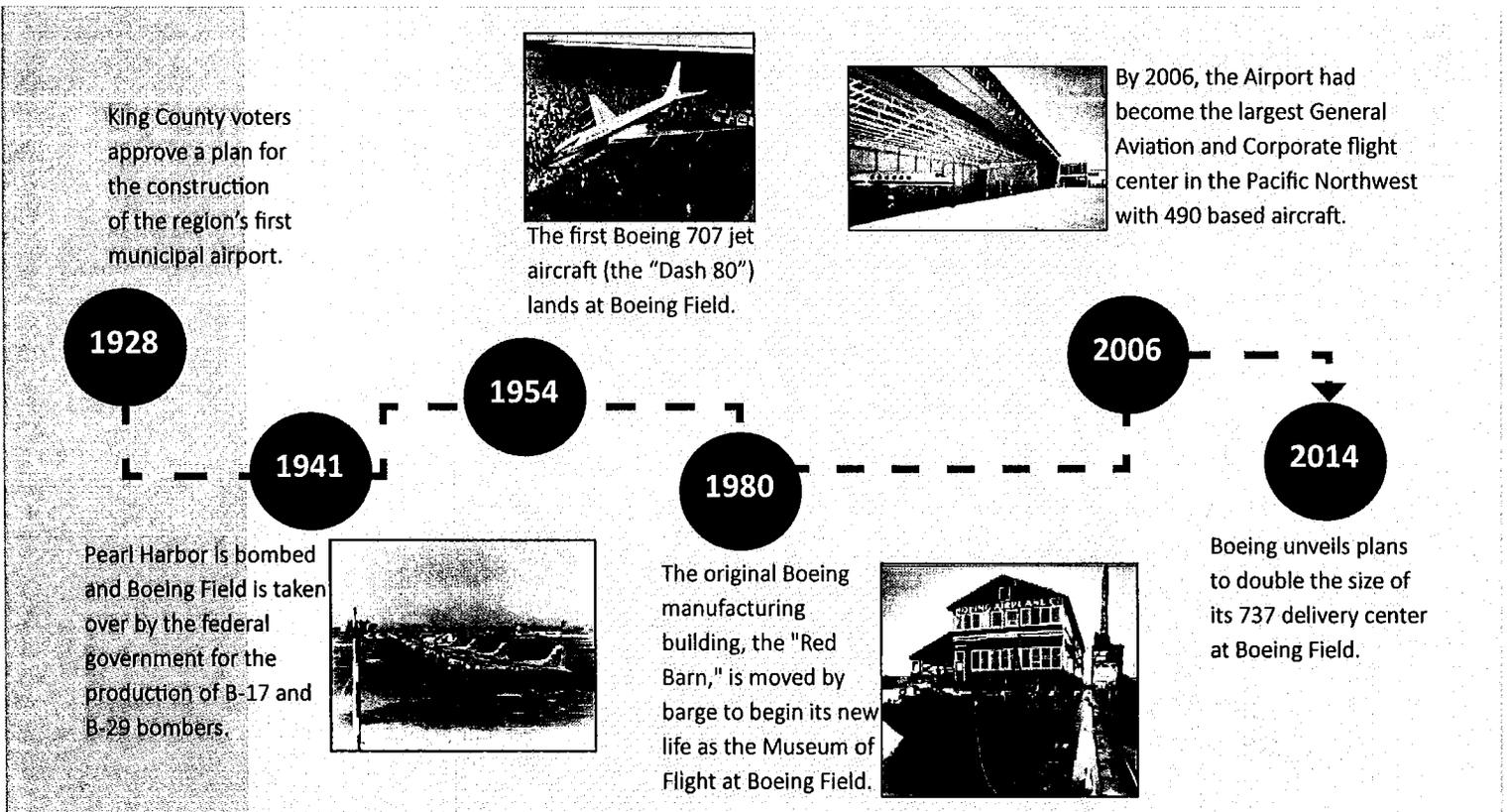


# History

A brief history of the King County Airport and the roles it has played over the years lends perspective to its future potential. The airport was approved by King County voters in 1928, becoming the region's first municipal airport. It was a major wartime asset in the 40's for the production of B-17 and B-19 bombers. Post-war, the Boeing presence gave KCIA national significance as major aviation manufacturing milestones were marked on its airstrips. As the decades progressed, the airport settled in a familiar pattern of operation focused on supporting the Boeing Company and its fundamental role in the regional economy.

In 2003, a proposal from Southwest Airlines to establish regular commercial passenger service underscored how much had changed in the quiet preceding decades. The local economy had grown enough to open up demand for general and corporate aviation and air cargo. Boeing Field's desirable location near downtown Seattle made it an attractive option to these growing markets. The new century seemed to herald new potential for this municipal asset.

**Pre-War** The region's first municipal airport  
**Wartime** A national defense production facility  
**Post-War.** Steady home for the Boeing Company and general aviation -- operate on a break-even basis with limited opportunities  
**21st Century.** Shift to a business model that leverages KCIA's location and role in the region.



# KCIA OVERVIEW

## KCIA Role

### KCIA'S ROLE IN THE COUNTY

The King County Airport has a role both as an independent financial operation and as a critical component of King County's overall Strategic Plan.

Recognizing the multilayered role the Airport plays, the Strategic Planning process not only evaluated the Airport's situation as a stand-alone operation, but took a broader view of the Airport in the context of the County and the Puget Sound region. The King County Executive and King County Council appointed an Interbranch Work Group to guide and provide input on development of the Airport's Strategic Plan. The Work Group included representatives from the Executive Office, County Council, community, and Airport Roundtable to include this broader perspective.

The resulting Strategic plan contributes to accomplishment of the eight County goals identified in the King County Strategic Plan.

KCIA provides and maintains safe and secure transportation services and facilities for the King County flying public and aviation community. It improves mobility for people and freight, supports quality workforce options and is a direct employer of a highly skilled, diverse, and productive workforce.

The Airport delivers transportation services in a way that protects and enhances the environment, advances equity and social justice, and promotes healthy and accessible communities. This includes the conduct of business in a transparent and accessible manner that seeks and values public input and involvement.

As a division of the County's Department of Transportation, the Airport strives to manage costs and seek revenues to meet growing demand for services and facilities, all while providing excellent service. Excellent internal and external customer service remains front and center for the department.

This Strategic Plan further articulates how KCIA can excel in its dual role as a viable enterprise and a crucial public asset at the service of the County's populace.

### King County Strategic Plan Goals

- **Justice and Safety:** Support safe communities and accessible justice systems for all.
- **Health and Human Potential:** Provide equitable opportunities for all individuals to realize their full potential.
- **Environmental Sustainability:** Safeguard and enhance King County's natural resources and environment.
- **Economic Growth and Built Environment:** encourage vibrant, economically thriving and sustainable communities.
- **Service Excellence:** Establish a culture of customer service and deliver services that are responsive to community needs.
- **Financial Stewardship:** Exercise sound financial management and build King County's long-term fiscal strength.
- **Public Engagement:** Promote robust public engagement that informs, involves, and empowers people and communities.
- **Quality Workforce:** Develop and empower King County government's most valuable asset, our employees.

# KCIA OVERVIEW

## Strategic Framework

### AIRPORT MISSION

“Provide safe and continuous aviation services that support scheduled commercial, charter, and air cargo airlines as well as general aviation and corporate operators as part of the national air transportation system, while fulfilling the needs of county and state businesses and residents for quality airport transportation services and facilities.”

### AIRPORT VISION

“Invest in facilities and services that will actively support economic vitality for the region and generate a financial rate of return on the public’s assets at Boeing Field by providing world-class facilities and outstanding customer service; productively engaging with the community and the aviation industry; ensuring that development and operations integrate environmentally-sensitive practices; and, fostering a supportive and collaborative culture that values, recognizes, and builds the capacity of its workforce.”

### KCIA IN 2014

In recent years, KCIA has seen a dramatic shift in its business opportunities as a result of the value of its airfield capacity and its strategic proximity to downtown Seattle. Most visible has been significant investment and growth in corporate aircraft facilities and operations, while maintaining a commitment to General Aviation.

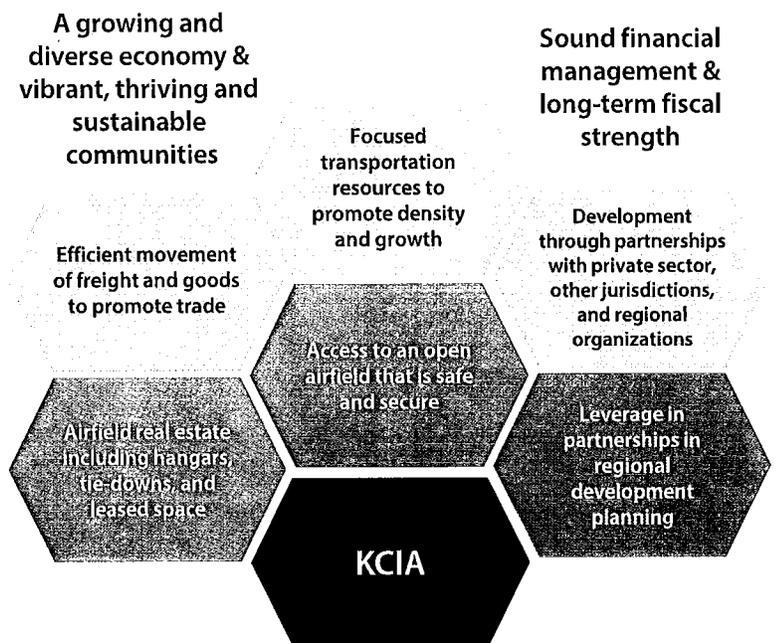
At the same time, the original purpose of the airport – to support the Boeing Company and its fundamental role in the regional economy – continues to be a major driving force, particularly as the company has followed a production strategy that puts the Puget Sound facilities into greater competition with other areas.

While the market conditions have shifted, so too has the policy and management perspective of the airport. For many years the airport was managed for the principal benefit of its tenants in exchange for the regional benefits of the jobs created.

Over the last decade, the focus has begun to shift in response to the changing marketplace. The goal today is much more focused on ensuring that the assets are put to good use and that tenants are paying a fair price for the value that they receive.

As a result, the primary focus of this strategic planning process has been to determine how best to build on recent successes and to establish a clear focus for the next six years to ensure that KCIA is maximizing its strategic value to the County and the community.

### KCIA and King County Strategic Plan



# SITUATION ASSESSMENT

## Markets & Products

### AIRPORT MARKETS

- Aircraft manufacturing (Boeing)
- General aviation and corporate aircraft
- Passenger services
- Air cargo
- Fixed base operators

## MARKETS

### Aircraft Manufacturing (Boeing)

The Boeing Company has always been a central and foundational part of both KCIA's operations and the regional economy. Their presence also attracts a significant number of auxiliary manufacturing businesses, such as airplane subassemblies and interiors. Over the years, local growth in other industries has diversified the Puget Sound region's economy, somewhat lessening its historical dependence on aircraft manufacturing. At the same time, Boeing has expanded the reach of its operations to other states and countries, placing our region in a global competition for its ever important presence.

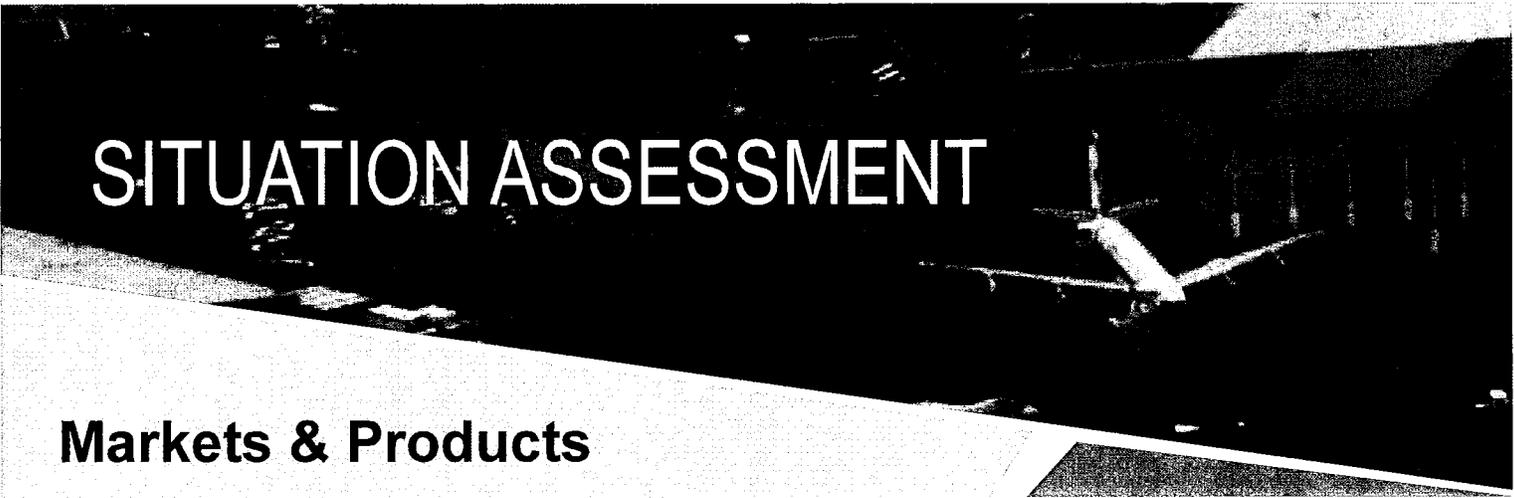
KCIA's relationship with Boeing continues to be healthy; the Boeing Company's recent move to double its 737 delivery center at the Airport signals their continued commitment and vitality.

### General Aviation and corporate aircraft

General Aviation (GA) includes all civil aviation outside of regularly scheduled commercial service. At KCIA, this includes local hobbyists as well as corporate jet aircraft. This market is quite diverse in terms of their potential value to the Airport. A local corporate client has the potential to lease and develop high-value hangar space, patronize and attract fixed-based operator businesses, and pay landing and fuel flowage fees on a regular basis. On the other hand, a transient hobbyist may only infrequently use tie-downs. One of the major changes over the past 20 years has been the shift in the mix of GA activity, as smaller private aircraft operations have declined significantly, while the share of corporate GA has increased.

We anticipate modest growth in use of General Aviation aircraft and the number of turbine aircraft based at KCIA. This growth is expected to approach post-recession levels slowly and current facilities are operating at an estimated 89 percent of capacity. The operational impact of future corporate aircraft on the airfield capacity should be minimal, since the airfield is operating at approximately 50 percent of its current annual service volume, total operational demand by corporate aircraft is only 10 percent of total airfield demand, and the FAA has projected total operational levels to not reach 300,000 before 2040.

Without active cultivation, this market will eventually demand additional storage hangars (or redeveloped facilities) and service facilities at KCIA, but is not expected to be an immediate need.



# SITUATION ASSESSMENT

## Markets & Products

### Passenger services

While Sea-Tac handles 99 percent of the region's scheduled passenger services, Kenmore Air Express and other small airlines operate regular flights to regional destinations from KCIA. These flights are typically with 9-seater aircraft serving commuters. The 2005 proposal from Southwest Airlines demonstrated that larger passenger airlines value KCIA's proximity to downtown Seattle.

The Washington State Aviation System Plan (WSASP) projected that passenger traffic in the region will remain highly concentrated at Sea-Tac and Spokane airports, with Sea-Tac accounting for 85 percent of state-wide enplanements. Passenger traffic processed through KCIA increased in each year following 2005 before declining in 2010 and 2011. KCIA's facilities could accommodate additional passenger growth, at the current peak terminal utilization is only 4 percent.

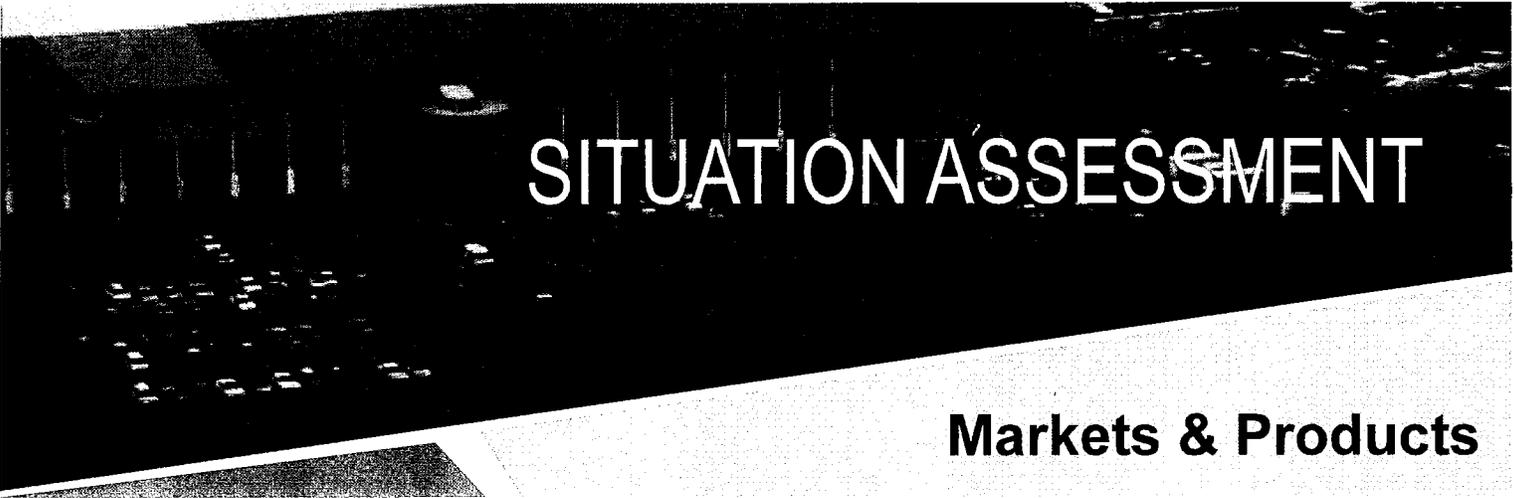
While modest growth in passenger demand and operations can be expected at KCIA, the passenger market is not expected to exceed the capacity of the existing terminal complex and will remain in the 9-seat commuter aircraft category. Scheduled passenger service is expected to continue to provide a strong component of the local market, and support KCIA's status as a primary commercial service airport in FAA's national airport system. Despite interest from larger passenger airlines, local transportation and noise issues, however, will continue to be a barrier to further cultivating this market.

### Air cargo

Air Cargo is a large sector for KCIA. The Airport plays an aggregating role in the region whereby smaller regional shipments via small planes or trucks are consolidated at the airport onto larger flights. This creates unique physical requirements such as loading and transfer space and aprons for wide-bodied cargo aircraft. It also represents a relatively high value market because an air cargo carrier operating out of KCIA translates to captured leased space and airfield development as well as fuel and landing fees. Both Sea-Tac and KCIA are handling both domestic and international air cargo demand—with KCIA's cargo carriers routing most of their international cargo through west coast hubs or Anchorage.

The Puget Sound Regional Council (PSRC) has identified five industry clusters in the region: aerospace, information technology, life sciences, logistics and international trade, environment and alternative energy, with the combination of these contributing to strong economic growth. Total air cargo tonnage through KCIA was projected to increase twofold by 2025 in the PSRC study, with KCIA maintaining roughly the same statewide market share (25 percent). Total air cargo operations is projected to grow. Business decisions by individual carriers have led to a transfer of air cargo demand between Sea-Tac and KCIA. For instance, UPS initiated their operations at KCIA in 1996, FedEx relocated from KCIA to Sea-Tac in 1997, and DHL relocated from Sea-Tac to KCIA in 2004.

KCIA's proximity to Seattle's Central Business District makes it a desirable location for air cargo, and efforts by the airport management to work with these tenants to meet their needs, despite tight physical constraints, have been beneficial to both the tenant and the airport. The local economy is expected to continue to provide a solid base for incremental air cargo growth.



# SITUATION ASSESSMENT

## Markets & Products

### Fixed base operators

Fixed-based operators (FBOs) are commercial entities that provide a menu of aeronautical services such as fuel, catering, parking, ground transportation, maintenance, flight planning, aircraft storage (inside & apron), aircraft charter, air taxi, flight training and aircraft sales. FBOs are an important part of any airport's ecosystem, typically providing services and amenities that support other markets such as corporate flight departments, General Aviation and transient aircraft. They are a critical element in making KCIA a vibrant, safe and secure "world class" airport.

There are three large FBOs doing business at KCIA, Landmark Aviation, Clay Lacy and Aeroflight, and one minor FBO, Elite Aviation. Landmark Aviation, who recently purchased Galvin Flying, is an international business aviation service provider, whose presence connects KCIA to a network of FBOs servicing this high-value market. Fueling services are a major activity, for FBO's, which sell more than 19 million gallons of Jet A fuel annually and 40,000 gallons of Avgas annually.

## AIRPORT PRODUCTS

While the airport serves multiple markets as described above, its economic model is based on two core products:

- Provide airlift capacity through the management and maintenance of the airfield
- Develop and manage its properties (lease land and buildings)

### Airfield Operations

Airfield operations are everything involved in getting aircraft safely in and out of the airport, a core function of KCIA. These operations are regulated by the FAA and include the maintenance of signage and runways, communications with control tower and aircraft, coordinating vehicular access, operation of a secure passenger terminal and emergency response.

In the language of aviation, an airport's count of operations is the total number of takeoffs or landings on its runways. According to the FAA's Air Traffic Activity System, KCIA made 181,941 operations in 2013, averaging 495 takeoffs or landings a day, most of which come from General Aviation and cargo markets. For comparison, Sea-Tac, a major commercial airport, averages 869 operations a day and Paine Field, the next largest airport in the Puget Sound region, averages 305 a day. Both KCIA and Paine Field's operations are heavily skewed toward cargo aircraft and General Aviation, while Sea-Tac's operations are mostly commercial passenger service.

Airports typically charge landing fees associated with these operations to recoup costs of operation according to each aircraft's Maximum Certified Gross Landing Weight. KCIA charges \$1.25 per 1,000 lbs, while Paine Field charges \$1.00. Sea-Tac charges a \$15 minimum landing fee or \$3.52 (signatory) per 1,000 lbs. KCIA currently exempts based aircraft (aircraft that are based at Boeing Field) and non-revenue generating aircraft under 12,500 lbs from the landing fee. Providing unlimited airfield access for these aircraft at no charge is a policy decision that significantly reduces revenue and limits KCIA's ability to effectively manage its most valuable resource.

# SITUATION ASSESSMENT

## Markets & Products

The trend in operations over the past decade exhibits steady activity from 2003 to 2008. A significant drop in operations occurs in the recession years starting in 2008 and aviation demand has yet to reach pre-recession levels. In the context of other regional airports, the recession-related decline was steeper at KCIA. In 2013, the first signs of recovery appeared at other airports, but the recovery at KCIA has not yet occurred, as aviation levels continue to decline.

The largest drop in operations at KCIA comes from General Aviation, a small aircraft market that does not generate much revenue at the Airport. This drop continues a longer trend of declining activity from this segment at KCIA, which has been the biggest factor in overall operations declining from a peak of approximately 450,000 in the mid-1980's.

Aside from broader economic woes, General Aviation has faltered in particular because of the rising costs (fuel, training, insurance) of operating aircraft, leading to a 43% decline in GA operations at KCIA. Revenue-generating air carrier operations over the same span remained relatively steady, as did air taxi operations until the departure of Seaport Air Taxi service created a drop-off in 2012-2013.

Year	General Aviation	Air Taxi	Air Carrier	Military	Total
2003	243,032	51,145	9,308	2,767	306,252
2004	235,368	57,836	10,087	1,810	305,101
2005	223,122	63,136	10,251	1,748	298,257
2006	220,167	60,648	9,219	2,343	292,377
2007	225,034	65,613	10,976	2,512	304,135
2008	227,916	63,856	10,043	2,753	304,568
2009	188,235	65,705	10,120	2,998	267,058
2010	179,784	67,282	10,462	2,385	259,913
2011	163,812	63,023	11,843	2,024	240,702
2012	144,342	43,395	9,127	1,556	198,420
2013	137,883	33,531	9,107	829	181,350

## Property Management

KCIA manages leasing and property development over its total land area of 596.6 acres. KCIA's current property is fully developed with facilities for aircraft flight test/delivery, fixed base operations, aircraft storage, aircraft maintenance, air cargo sortation, itinerant aircraft parking, passenger terminal and auto parking, airport maintenance support facilities, and several non-aviation parcels not having access to the airfield. The total land area is broken up as shown in the table on the following page.

# SITUATION ASSESSMENT

## Markets & Products

Tenant Lease and Hangars & Tie-Downs land areas generate direct revenue for the airport. These areas comprise about 43% of the Airport's total land area. Within this category, Boeing occupies 106.1 acres covering 42% of the revenue generating area. Following Boeing, Fixed Based Operators lease the second-largest land area. Many businesses sub-lease from the three main FBOs at KCIA.

Currently, KCIA's property lease framework is driven primarily by periodic property appraisals (every three years for most tenants and every five for Boeing) where a "fair market value" is determined and the rent calculated as a percent of that value. As a result of this structure, rental income from properties did not grow during the recent recession, creating a significant downward pressure on operating margins.

The development or redevelopment of airport properties is subject to FAA rules and regulations which may impact type of use, height of development, and compatibility with adjacent land uses. These decisions also need to be responsive to the demands of tenants and users, which potentially conflict with governmental procedures for use and leasing of the Airport. Finally, the Airport's property strategy needs to consider its long-term financial success. All of these issues will be critical factors that will influence the development of the airports Master Plan Update, expected to begin later this year.

The Master Planning process is particularly timely given that KCIA will be faced with significant property decisions as a number of current leases expire. This represents an opportunity to respond to emerging needs and opportunities for the Airport through development or redevelopment of certain parcels, and/or taking possession of the buildings when title reverts to KCIA when these ground leases terminate.

It also suggests that the time is right for the airport to take a portfolio approach to all of its property holdings and determine the most appropriate allocation of its land to maximize the strategic value of these assets in long-term. The portfolio review might also consider the opportunity for the airport to add to its landbase to further enhance its ability to financial returns and support regional growth and prosperity.

Land Areas	Acres
Tenant Lease Areas	219.6
Grass	145.7
Runways & Taxiways	148.3
Hangar & Tie-Down Area	35.0
Service & Perimeter Roads Areas	18.1
Landside	12.6
Preferential Use Areas	8.4
All Other Areas	8.9
<b>Total Land Area</b>	<b>596.6</b>

Tenant Lease and Hangar & Tie-Down Land Areas	Acres
<b>Tenant Leases</b>	<b>219.5</b>
Boeing	106.1
Fixed Base Operations	35.4
General Aviation – Corporate Hangars	33.9
Air Cargo – Operations, Warehouse & Storage	17.1
Government Holdings	12.4
Vacant Land	12.1
Aviation Related Business	2.5
<b>Airport Hangar &amp; Tie-Downs</b>	<b>35.0</b>

**Note:** Total land area currently devoted to GA is 68.9 acres, the sum of ltenant land leases that are in corporate GA use and KCIA's hangar and tie-down areas.

# SITUATION ASSESSMENT

## Markets & Products

### LEASES

KCIA has several leases expiring in the years 2014-2023, some on contiguous parcels.

This situation signals a window of opportunity for the airport to make major strategic investment decisions that will set the course for the coming decades and help align its operations with its vision and mission.

The Aeroflight leases at the South end of the field have limited value as individual leases, but combined, could be a significant opportunity. This zone is designated for small general aviation use in the current Airport Master Plan. High-value uses of this property could come from corporate general aviation.

The multiple use parcels allow redevelopment for corporate general aviation and/or aircraft maintenance. The recent consolidations in the air cargo industry, and the fact that this area is

physically inefficient for the transfer of air cargo to trucks make the cargo alternative less attractive for this site.

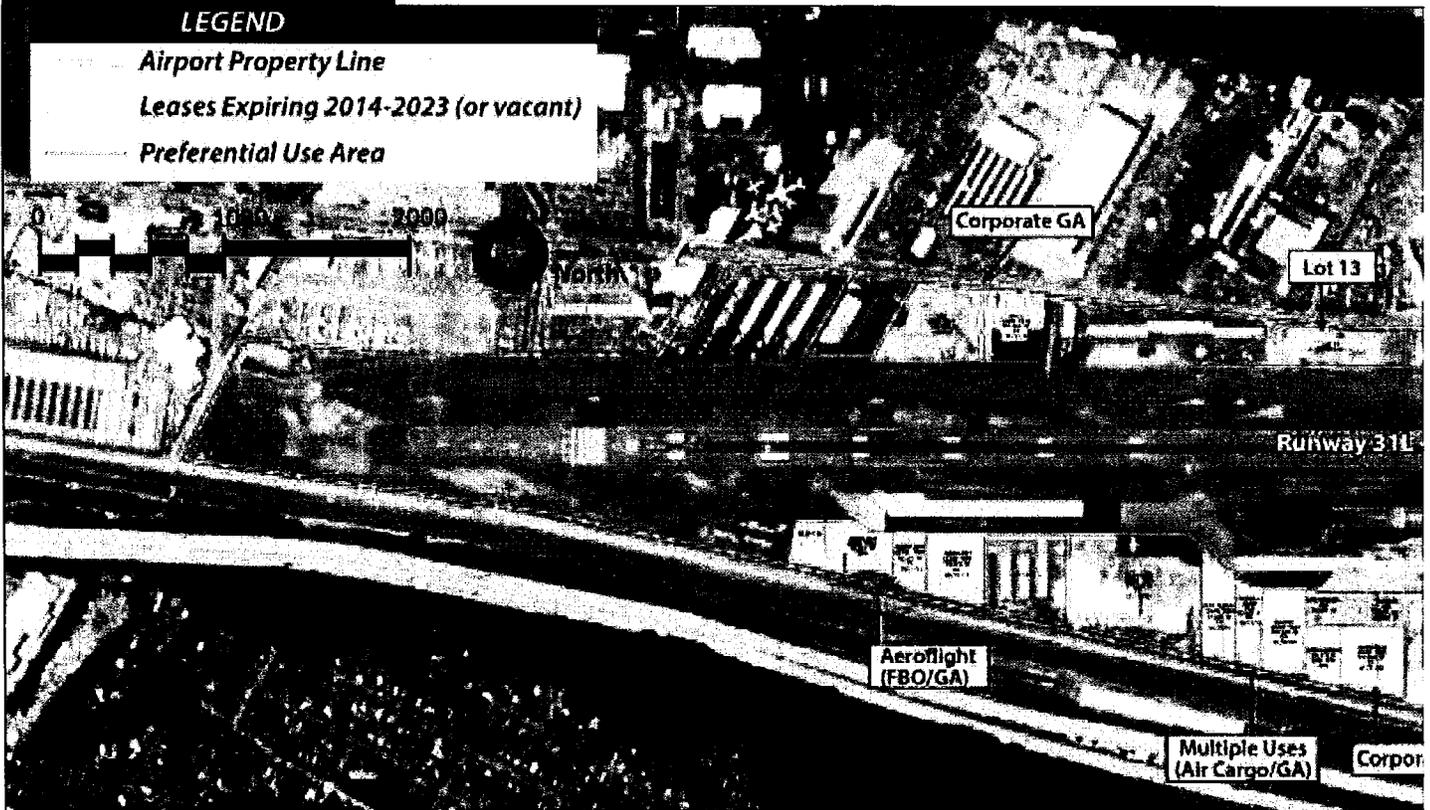
The existing UPS lease and adjacent upcoming expired lease parcels represent a 18-acre redevelopment parcel which can be used for long-term air cargo and/or combination air cargo/general aviation uses. It is a desirable area; no other parcel on the east side of the airfield offers comparable parcel depth and distance from the main runway, allowing parking positions

#### LEGEND

 Airport Property Line

 Leases Expiring 2014-2023 (or vacant)

 Preferential Use Area



# SITUATION ASSESSMENT

## Markets & Products

by wide-body aircraft with high tail heights. The Portland Street entrance is an added advantage for air cargo to truck operations. Proposals from both air cargo and fixed base operators have already been received for this site.

The lease for the King County Jet Center (KCJC) expires in 2020. Currently used for corporate general aviation, and located adjacent to similar uses, it is anticipated to remain in this use.

At the north end of the field, the

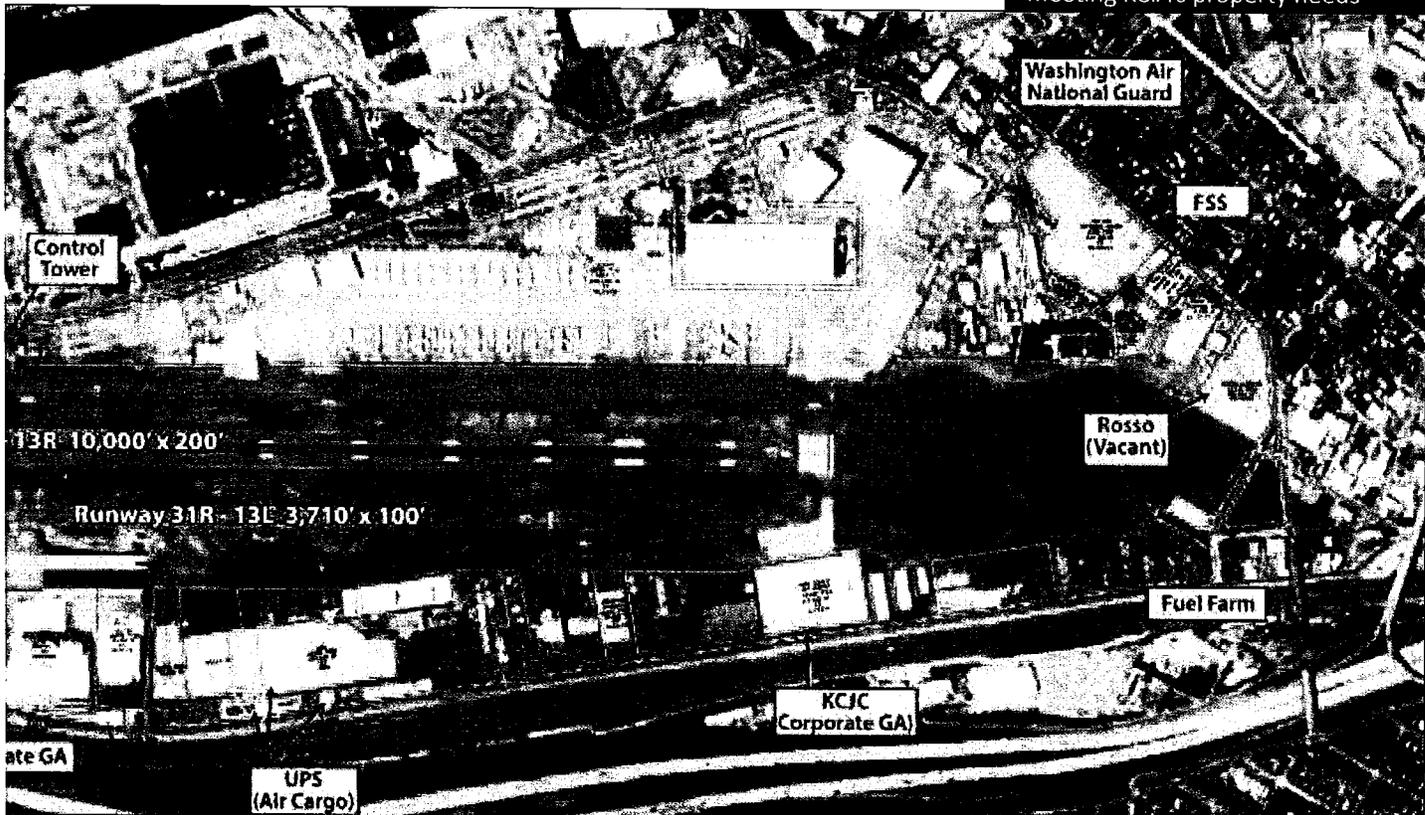
FAA Flight Services Station and the Washington Air National Guard (WANG) leases are expiring. It is anticipated that the WANG parcel will continue to be non-aeronautical.

The Rosso lease is subject to maximum height restrictions. In light of the need to relocate the airport service road outside of the runway protection zone and resulting displacement, the best use of the Rosso lease area might be relocation of airport maintenance facilities.

Though it is now a grandfathered use, it may be desirable to relocate the fuel farm per revised FAA land use guidelines, given its location within the runway protection zone.

### OTHER OPTIONS

The Airport is land constrained with the majority of developable land held through long term leases. Land acquisition and/or through the fence opportunities remain important options for meeting KCIA's property needs



# SITUATION ASSESSMENT

## Business Model

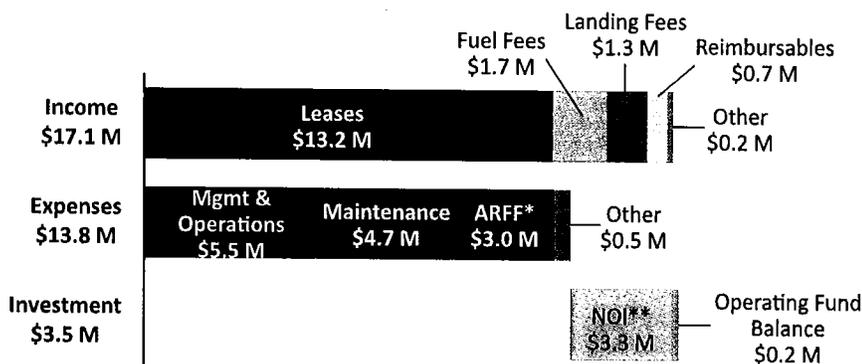
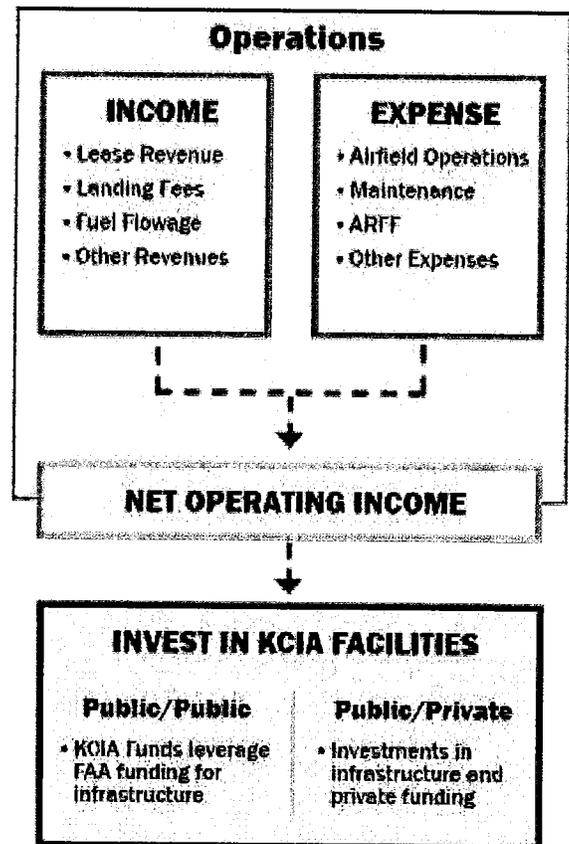
### KCIA IS A BUSINESS ENTERPRISE

The graphic to the right describes, at a high level, how KCIA's business model functions. The difference between **operating income** and **operating expenses** results in annual **net operating income (NOI)**.

Net operating income and operating margin (NOI as a percent of operating income) are the most important financial indicators for KCIA. When NOI and operating margins are healthy, the operation is generating the financial resources necessary to invest in capital replacement and development of new business opportunities. Without adequate investment capacity, KCIA cannot attract other public and private investment and fully achieve its vision.

To illustrate this, KCIA's 2013 financial results show how operating performance allowed for investment in KCIA facilities through a substantial capital transfer. The chart below shows that in 2013, KCIA operating income of \$17.1M generated a net operating income of \$3.3M and that was combined with a portion of the operating fund balance (accumulated NOI from previous years) to transfer \$3.5M to the capital program.

The other issue that this chart clearly illustrates is how important lease revenues are to the overall financial performance of the airport, accounting for more than 70% of operating income.



\*Aircraft Rescue & Firefighting  
 \*\* Net Operating Income

### Appropriate Uses of NOI

Operating margins must be reinvested into the airport or airport related activities.

FAA requires that airport revenue be restricted to airport capital or operating costs or the costs of other facilities owned or operated by the sponsor and directly and directly and substantially related to air transportation.

# SITUATION ASSESSMENT

## Investment Drives Performance

### INVESTMENT IS CRITICAL TO KCIA'S SUCCESS

KCIA's business model depends on an adequate level of ongoing investment. Other than location, the primary success factors in attracting and retaining customers and tenants is the quality and capacity of the airports basic infrastructure and the airport's ability to partner with its current and prospective tenants to maximize the value of a site at Boeing Field.

#### Focus on Financial Performance

To ensure that KCIA can remain competitive and its investments can continue to support the region's economic vitality, the operational performance must generate adequate operating margins to create the financial capacity to invest.

In this regard, KCIA's recent history shows a significant improvement in the airport's ability to self-finance its investment needs. Between 2000 and 2010, KCIA improved its operating margin and generated almost \$20 million in net operating income. The majority of this net operating income has been generated since 2006, indicating a significant refocusing on financial performance. The increased financial capacity funded a major focus on reinvestment in critical facilities.

#### KCIA Financial Performance in the 2000's

	2001-05	2006-10	Pct Chg
Operating revenues	50,756,257	81,503,159	61%
Operating expenses	51,117,482	62,500,537	22%
Net operating income	(361,225)	19,002,622	
Operating margin	-0.7%	23.3%	
Transfers to capital	4,262,911	14,770,000	246%

Note: Capital transfers in 2001-05 were possible by drawing on operating reserves.

#### Leveraging NOI

It is important to note, that these funds also create significant opportunities to attract other investment to the airport. Earned income is used to match federal grants, increasing the total funds available for infrastructure projects.

Also, the investment of public funds (earned income and grants) provides the foundation to attract significant private investment to the airport, as KCIA tenants invest in their buildings, equipment and facilities.

#### Investment Needs

The primary driver of both operational success and investment need is the requirement to maintain a world class airport that meets the needs of its current and future customers and tenants. Toward this end, KCIA requires investment capital for:

- Capital replacement projects, based on a life cycle investment model, that will maintain the quality and capacity of the facility
- New projects funding that will allow the airport to invest in new ventures, attract new tenants and support redevelopment of existing properties.

#### Keys to Improved Operating Performance Post 2005

- 2004 began eliminating discretionary discounts in lease rates
- 2006 successful arbitration ruling giving KCIA greater flexibility to charge market rates
- Raised landing fee and fuel flowage rates for first time in 12 and 15 years, respectively.

# SITUATION ASSESSMENT

## Economic Vitality

### KCIA ECONOMIC IMPACTS

KCIA is a major regional economic center and supports significant economic activity that benefits the Puget Sound region in the form of direct and indirect jobs, labor income, overall economic impacts, and state and local taxes. Maximizing economic contribution is a key strategic area for KCIA, and the increase in economic impacts in all areas from 2008 to 2013 shows that KCIA is currently doing well in this area.

- Total economic impacts increased by about \$300 million from 2008 to 2013.
- Total jobs supported by activity at KCIA increase from 17,500 to about 21,545, an increase of 23%. About 5,200 jobs are directly supported by KCIA.
- KCIA generated about \$76 million in state and local taxes in 2013, an increase of \$8 million since 2008.
- Total supported labor income increased from about \$804 million in 2008 to about \$1.08 billion in 2013, an increase of \$276 million.

The challenge over the next several years will be to build on this and continue to grow the economic footprint of the airport. This will require commitments to support the needs of existing tenants and aggressively targeting new growth opportunities.

#### 2008-2013 Economic Impacts of KCIA

	2008 Economic Impact Study	2013 Economic Impact Study	Five Year Change
Economic Impact	\$3.2 billion	\$3.5 billion	\$0.3 billion
Direct jobs	4,900	5,209	309
Indirect jobs	12,600	16,336	3,736
State and local taxes	\$68 million	\$76 million	\$8 million
Labor income	\$475 million	\$495 million	\$20 million
Total Labor income	\$804 million	\$1.08 billion	\$276 million

Source: King County International Airport Economic Impact Study, 2013  
William B. Beyers, Dept. of Geography, UW

# SITUATION ASSESSMENT

## Financial Outlook

### WHAT IS KCIA'S OUTLOOK GOING FORWARD?

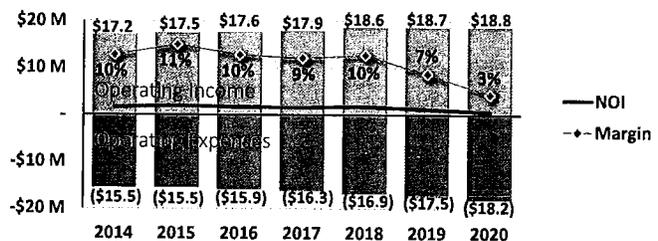
The baseline financial outlook suggests that cost growth will outpace revenue growth going forward, leading to a depletion of existing fund balances and resulting in unmet capital needs over the next seven years.

The airport is about to enter a period of significant investment on significant capital improvements. While KCIA has accumulated a capital fund balance of about \$15.8 million and the availability of FAA grant funds, 7-year estimated capital needs total almost \$62 million. Therefore, the ability to make these investment is highly dependent on net operating income replenishing this fund balance.

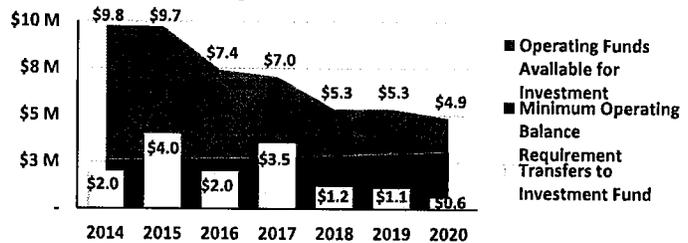
The charts to the right highlight the baseline operating and capital outlook through 2020.

- Although net operating income is positive, net operating income and operating margins are declining as cost growth is projected to outpace revenue growth.
- Since transfers from the operating fund to the capital program are greater than additions from net operating income, the operating fund balance is reduced to a small margin over the minimum required balance.
- Capital investment needs are higher than the combination of capital transfers from operations and estimated future capital grant funding. This is resulting in a declining investment fund balance as the accumulated net income from previous years is used to make up the funding gap.
- The final chart shows the 2014-2020 capital outlook. Capital needs are estimated to outpace available funding, resulting in accumulating unmet investment needs.

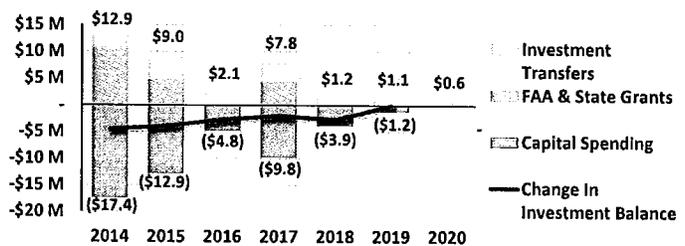
Net operating income and operating margin are declining



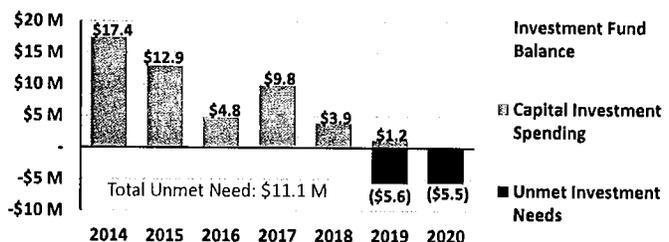
Capital transfers greater than net operating income are reducing the operating fund balance



Capital investment and need are outpacing capital revenues, reducing the investment fund balance



The investment fund balance will be depleted by 2020, resulting in unmet investment needs



# SITUATION ASSESSMENT

## Challenges & Opportunities

### SWOT ANALYSIS

A Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis was conducted to identify what opportunities existed and to help define KCIA's niche. This analysis serves as the backbone for the ongoing strategic and business planning efforts that helps to tie the Airport into the Central Puget Sound Business/Industrial Clusters as well as the global marketplace.

The exercise was conducted in late 2011 to frame the issues for a Ten-Year Strategic Business Plan. The consultant team, airport staff, and King County property management/real estate staff participated. The following were identified during the exercise for each SWOT Category.

- **Location & Access**
  - » *5 miles from Downtown Seattle*
  - » *SR-99, I-5, railway and the Port*
- **Facilities**
- **Operational management**
- **Relatively low operating costs**
- **Tenants**
  - » *Boeing, UPS, FBOs*
- **Weather**
- **Demand**
  - » *Air cargo, corporate*



- **Geographic factors**
  - » *Land constrained*
  - » *Existing airport geometry*
- **NAVAIDs**
  - » *High Instrument Approach Minimums*
- **Financial position**
  - » *Organizational competencies in marketing and business development*
  - » *Legacy environmental issues*



- **Property management**
  - » *Environmental issues*
- **Competition**
  - » *Air cargo relocation*
- **Financial outlook**
- **Policy environment**
  - » *Cost of regulatory compliance*
  - » *Urban encroachment*
  - » *Noise complaints*
  - » *Security needs*
- **General economic stagnation**



- **Governance**
  - » *County Code revisions*
  - » *Zoning Changes*
- **New partnerships**
  - » *"Through the fence"*
  - » *Public-private*
  - » *Commercial service*
- **Expiring leases and on-airport site re-development**
- **Value pricing for property and services**
- **NEXTGEN technologies**



# SITUATION ASSESSMENT

## Strategic Focus for 2014-2020

### KEY STRATEGIC ISSUES

Based on the Situation Assessment and the SWOT analysis, the following were identified as the key strategic issues facing KCIA in 2014.

- **Financial capacity.** The baseline financial outlook projects that operating income will stagnate, leading to significant reductions in operating margins. These lower margins significantly reduce the potential to invest in KCIA's facilities and attract new businesses.
- **Property redevelopment.** There are current vacant properties and a number of expiring leases which create significant opportunities for property redevelopment. How these parcels are developed will go a long way toward defining the type of economic and financial performance will be possible in the coming years.
- **Pricing of facilities and services.** The airport needs to have a pricing model in place that will generate an appropriate rate of return on its assets and reflects the value that tenants and customers receive. The current pricing model does not meet this objective, resulting in revenues that grow slower than costs and unequal treatment of different customers, particularly for the use of the airfield.
- **Boeing retention.** The national and international competition to lure Boeing manufacturing away from Washington will continue, increasing the strategic role of KCIA in broad regional retention efforts.
- **Cost management.** Facing projected declines in operating margins, KCIA must aggressively manage its costs and maximize the share of earned income that will be available for future investment.
- **Facility needs.** KCIA is about to embark on a major capital reinvestment period designed to maintain keep Boeing Field as a world class airport and meet the needs of its existing and future tenants.
- **Organizational capacity.** To meet the challenges ahead, KCIA will need the organizational capacity to effectively deliver. In particular, expiring leases and potential property availability suggest that the airport will need to augment its business development capabilities to maximize the return on these opportunities.

### STRATEGIC FOCUS FOR NEXT SIX YEARS

Given these strategic issues, the Strategic Plan proposes that the King County International Airport adopt policies and pursue business opportunities that will focus the airport's operations on optimizing across two key performance metrics:

- Maximize the economic contribution of the airport in terms of supporting jobs, high wages and economic activity; and,
- Improve operating margins and maximize the financial return on its current assets and future investments.

A strong and healthy airport will support the County's organizational goals around fiscal sustainability and economic prosperity. The airport's business model depends on a strong financial foundation in order to generate the investment capital needed to support projects that will enhance the region's economic prosperity. Toward this end, the Plan needs to identify specific goals related to economic and financial performance and identify strategies to optimize across both measures.

# STRATEGIC PLAN

## 2014-2020

As discussed, the next six years will see significant changes in the markets in which KCIA operates as well as major upcoming decisions to do with their leasing and property development. While the Strategic Plan covers these next few years, it is clear that the implications of these decision will reach far beyond the next six years. With this long term perspective, the 2014-2020 Strategic Plan includes Goals and supporting objectives to position the Airport to capture its full economic value and provide unparalleled services to the communities and businesses of King County. In some cases, the objectives affirm and strengthen existing areas of focus while others indicate new initiatives that will improve KCIA's ability achieve these goals.

### GOAL 1: SUPPORT ECONOMIC VITALITY IN THE REGION

- a. **Boeing Retention.** Continue to work with Boeing to ensure that their property and business needs are integrated into the airport's long-term property plans.
- b. **Property Development and Redevelopment.** Conduct assessments of key strategic properties, both on and off the airport footprint to determine the uses that best align with KCIA's long-term vision.
- c. **Decision Tools.** Develop decision tools that will provide the necessary information to support critical policy choices and clearly show how individual decisions relate to the dual mandates to maximize economic impact and financial capacity to invest.
- d. **Economic Development.** Collaborate with other County departments to ensure that KCIA's efforts are appropriately aligned with broader County economic development goals and initiatives.

### GOAL 2: FINANCIAL PERFORMANCE

- a. **Value Pricing.** Develop a comprehensive pricing structure that will appropriately reflect the value that customers and tenants are receiving. The pricing structure should bring into alignment all of KCIA's fees and charges to ensure that customers and tenants are paying in proportion to their use of facilities and the value they derive from that use.
- b. **Cost Containment.** Aggressively manage costs to support net operating income.
- c. **Cost recovery.** Identify opportunities for KCIA to allocate costs to tenants and customers, where such pass-throughs are authorized by County code and can be justified using appropriate cost allocation methods.
- d. **Financial Targets.** Develop specific financial performance targets that will support current investment plans and ensure that KCIA is generating an appropriate rate of return on its assets.



# STRATEGIC PLAN

2014-2020

## GOAL 3: MAINTAIN A WORLD CLASS FACILITY

- a. **Facility Investment.** Invest in capital replacement based on needs identified using appropriate asset management standards and based on life cycle costs of airport facilities.
- b. **Customer service.** Ensure that there is a customer-oriented focus throughout the organization and that customer and tenant needs are factored into operational and policy decisions.
- c. **Security and safety.** Provide for the security and safety needs of the airport, including customers, tenants, employees and the broader community.

## GOAL 4: ORGANIZATIONAL DEVELOPMENT AND CAPACITY

- a. **Invest in Organizational Capacity.** Identify organizational capacity needs to support an enhanced focus on business development and strategic investment decisions
- b. **Organizational Structure.** Align the organizational structure and core competencies to support implementation of the strategic plan and to maximize cost effectiveness of KCIA's operations.
- c. **Continuous Improvement.** Build the efficiency and core competencies of the organization through application of continuous improvement and application of Lean principles.

## GOAL 5: ENVIRONMENTAL STEWARDSHIP

- a. **Noise Impacts and Mitigation.** Continue to implement and enhance the noise mitigation program.
- b. **Climate Change.** Align KCIA programs and services with County climate change goals.
- c. **Environmentally Sensitive Design.** To the maximum extent possible, incorporate environmentally sensitive design into KCIA capital projects.

## GOAL 6: COMMUNICATIONS AND COMMUNITY PARTNERSHIPS

- a. **Transparency.** Operate in an open and transparent way to build trust with customers, tenants, stakeholders, decision makers, and the broader community.
- b. **Stakeholder engagement.** Ensure appropriate level of consultation with key stakeholders and work collaboratively to foster mutually beneficial solutions.
- c. **Industry leadership.** Increase KCIA's influence within the aviation industry through effective participation in select membership and trade organizations.
- d. **Neighborhood & community.** Act as a partner to neighboring residents, businesses, and organizations.

# ACTION PLAN

## 2014-2015

### NEAR TERM ACTION ITEMS

- **Line of Business (LOB) Plan to Address Financial Outlook.** KCIA to develop update its LOB Plan and develop budget proposals that will address the expected declines in operating margins.
- **Conduct Fair Market Appraisals.** Complete the periodic Fair Market Appraisal process for KCIA properties. Updated valuations will impact lease revenues in January 2015.
- **Master Plan.** Update the KCIA Master Plan and Airport Layout Plan, which is a comprehensive study of an airport that describes the short, medium and long-term sustainable alternative and plans. This is an FAA requirement which will establish the regulatory framework for future development actions.
- **Value Pricing Structure.** To address long-term financial outlook, conduct an overall review of KCIA pricing policies and develop a comprehensive policy framework that aligns with the Strategic Plan goals, generates a reasonable rate of return on KCIA assets and ensures customers and tenants pay in proportion to the value they receive. The pricing structure will also evaluate where and how cost allocation and cost recovery should factor into the fees and charges.
- **Develop an Updated Lease Framework.** To ensure that income from property leasing appropriately reflects the value of the airport's land holdings, KCIA will conduct a thorough review of its current leasing policies. This will include, but not be limited to, a review of lease terms, tenant investment requirements, valuation approaches, and lease transferability.
- **Safety and Security.** Update Airport plans for security and safety as a basis for coordination between the FAA, local jurisdictions, law enforcement, community, and flying public. Update to take a layered approach, including physical and electronic components, staff training, and aviation community information needs.
- **Strategic Assessment of Property Opportunities.** Conduct a market assessment of current KCIA properties to determine the range of potential development and redevelopment opportunities that might exist. The assessment will also identify potential strategic property acquisitions which might further KCIA's ability to fulfill its mission.
- **Develop Cost Containment Strategy.** KCIA will develop a long-term cost management and cost containment strategy that will identify key cost drivers and propose options to either reduce operating expenses or slow the rate of cost growth to improve operating margins.
- **Develop Policy-level Financial and Performance Targets.** Develop a set of policy-level financial and performance targets to measure progress in the implementation of the strategic plan goals and objectives.
- **Develop Enhanced Decision Tools.** To guide future investment decisions, KCIA will develop new decision tools that will explicitly address the airport's dual mandate – to enhance and support economic vitality and to generate operating margins that will support investment in the airport.
- **Review Organizational Structure and Capacity.** Conduct an organizational structure and capacity review to assess how well positioned KCIA is to implement the goals and objectives in the Strategic Plan. Based on the review, identify any gaps in organizational capacity and develop a plan to address these organizational needs.
- **PSRC NextGen Airspace Optimization Study.** KCIA will fully participate in the PSRC's NextGen Study which is addressing how the region's airports will be impacted by the emerging NextGen aviation technology. NextGen represents an evolution from a ground-based system of air traffic control to a satellite-based system of air traffic management.

# ACTION PLAN

2014-2015

Actions	Goal/Objective	2014				2015			
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
LOB Plan/Budget	Goal 2	■	■	■	■				
Fair Market Appraisals	Goal 2	■	■	■					
Master Plan Update	Objective 1b			■		■	■	■	■
	Objective 3a								■
	Objective 5								
Value Pricing	Objective 2a		■	■	■	■	■	■	■
Updated Lease Framework	Objective 2a			■	■	■	■	■	■
Strategic Assessment of Property Opportunities	Objective 1b		■	■	■				
Cost Containment Strategy	Objective 2b			■	■	■	■	■	■
Policy-level Financial and Performance Targets	Objective 2c			■	■	■	■	■	■
Enhanced Decision Tools	Objective 1c				■	■	■	■	■
Review Organizational Structure and Capacity	Objective 4a				■	■	■	■	■
	Objective 4b				■	■	■	■	■
Security & Safety Plan Update					■	■	■	■	■
PSRC NextGen Airspace Optimization Study	Objective 6c			■	■	■	■	■	■