



WAMA NEWS

Fall 2004

Washington Airport Management Association

Mission

To improve airports and airport management in Washington state.

Goals

- Link airport managers in Washington state to achieve their common interests.
- Identify and address problems and opportunities.
- Support members locally to benefit aviation.
- Promote educational opportunities for development of airport managers and staff.
- Review and refine industry procedures and regulations.

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New Concourse A Opens at Sea-Tac Airport

Sea-Tac International Airport opened its first new terminal facility in 30 years on June 15. New Concourse A and adjacent Arrivals Hall add nearly a million square feet of space for departing and arriving passengers. Facilities include



Sea-Tac's New Concourse A

ticketing, a 10-station security checkpoint, 14 new airline gates, a dozen new shops and restaurants, and four new baggage carousels. The new integrated security system features 100 percent explosives detection equipment in an efficient, in-line conveyor design. This system will handle one-third of all baggage at Sea-Tac. The expansion lengthens the drop-off area on the airport drives by 125 feet, giving motorists more area for dropping off passengers. There is also a new Combined Communications and Control Center, along

with a new office building housing fifteen of the Aviation Division's departments. The facility is enhanced by an extensive public art program and a unique rock and water feature designed by famed landscape architect Robert Murase.

AIP Funding Schedule for 2005

By Carol Key, Seattle Airports District Office

The FAA Airports District Office (ADO) would like airports and sponsors to be aware of the schedule and related deadlines for Airport Improvement Program (AIP) projects in the coming year. In fiscal year 2005, the pre-grant items must be finished in time to issue a grant based on firm prices by early summer (June). For planning or design work, this means a scope of work is approved and fee negotiated. For construction work, bids need to be in. For land acquisition, a purchase agreement based on appraisals must be in-hand. All paperwork needs to be finalized, including the project application, by mid-June. If this timing is too optimistic for your potential project, FAA ADO staff will work with you to meet the requirements for a grant in a later year. Project Managers will be contacting sponsors to develop schedules for 2005 projects. All schedules must be finalized no later than September 30, 2004, and these schedules need to reflect being ready for a grant no later than June 30, 2005. For additional information, please contact Carol Key at (425) 227-2657.



Don't miss our upcoming fall conference!

Sept. 29 - Oct. 1, 2004

Walla Walla, WA

For more info visit www.wama.us



Jeff Robb

President's Message

WAMA continues to work with WSDOT Aviation Division on their land use guidelines. WAMA representatives, FAA Northwest Mountain Region staff, and WSDOT met in response to the discussion about the topic at the Fall WAMA conference. As a result of this meeting WSDOT agreed to send out a letter of clarification. You will see an article in this newsletter from WSDOT Aviation detailing their current efforts in this regard.

Thanks to the WAMA officers for putting on a successful Fall 2003 conference at Sun Mountain Lodge in Winthrop. The program and facilities made it a memorable event.

Our fall conference will be a joint meeting with the Oregon Airport Management Association (OAMA) and the Idaho Airport Management Association in Walla Walla on September 29, 30, and October 1 at the Marcus Whitman Hotel and Conference Center. This multi-state conference is an opportunity for northwest airport managers, consultants, and government agency officials to come together to discuss common issues. The sessions will be centered on topics such as small community air service and airport inspection and maintenance. Plan to enjoy all that the Walla Walla area has to offer, including the outstanding Valley wineries and historic downtown.

I look forward to seeing you at the upcoming conference.

WAMA NEWS

Editor
Cindy Hirsch, URS

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Steps for Airport Land Acquisition

By Greer A. Allen, Consultant

Airport owners and sponsors are often concerned if land acquisitions for their airport will be included in a future Federal Aviation Administration (FAA) Airport Improvement Program (AIP) grant. The FAA Northwest Mountain Region policy requires that land acquisitions secure a form of "guarantee" securing that the property has been acquired by deed or is subject to a signed Purchase and Sale Agreement. This often means that the owner will have to put forth considerable sums before they are assured reimbursement. Therefore, it is best to acquire land with a clear understanding of the FAA process.

The steps below represent the typical process for land acquisition under the AIP.

- 1) Obtain general approval for land acquisition from the FAA.*
- 2) Review ALP and Exhibit "A" property map to ensure inclusion of land to be acquired. Coordinate with FAA.*
- 3) Order a preliminary title search from a land title company.*
- 4) Prepare a map of the property using the Exhibit "A", and indicate the interest to be acquired, fee simple or easement. A survey may be required.*
- 5) Obtain a proposal from a general consultant, appraiser, review appraiser and negotiator with proposed fees. The negotiator cannot be the appraiser or review appraiser.*
- 6) Approve the agreement with the consultant, appraiser, review appraiser, negotiator and others (i.e., title company).*
- 7) Hold pre-acquisition conference with contractor personnel.*
- 8) Prepare a relocation plan, if necessary. See note below.*
- 9) Appraise property and prepare the appraisal report. The owner must be given an opportunity to accompany the appraiser. The appraiser should not be paid until completion of review and appraisal is found satisfactory by the reviewer.*
- 10) Review of appraisal by review appraiser. Reviewer prepares memo of recommendation of "just compensation".*
- 11) Sponsor establishes recommended "just compensation".*
- 12) Negotiator prepares written offer of "just compensation". A Purchase and Sale Agreement (PSA) can be developed and used for presentation to the owner. Closing should be conditioned on approval and acceptance of a FAA grant agreement.*
- 13) Negotiator personally contacts and offers the owner, in writing, the established "just compensation" for the property. Relocation benefits, if required, should be calculated and offered at this time.*
- 14) Negotiations continue until agreement is reached with property owner. If a PSA is used, typically, a down payment is made upon placing into escrow. Negotiator, in coordination with airport, prepares justification for administrative settlements and recommendations for condemnation.*
- 15) Negotiator, with assistance of sponsor legal counsel, prepares documents and presents to owner for signature OR sponsor attorney prepares and files condemnation action, including requests for possession, if necessary. Coordination with FAA project manager is suggested.*
- 16) Prepare closing documents, submit to escrow and pay, or make available to the owner, the approved "just compensation" at formal closing.*

Continued on next page

Land Acquisition continued from previous page

- 17) Transaction completed and documents (deed) filed.
- 18) Moving and relocation of occupants as required and payment of relocation benefits.
- 19) Improvements are demolished and property cleared.
- 20) Prepare AIP application and request for reimbursement together with Certification for Real Property Acquisition regarding title evidence and compliance with Part 24 for transmittal to FAA. Documents regarding the acquisition should be made available to FAA for review.

Due to the complexities and intricacies of the regulations and the FAA requirements, a sponsor facing land acquisition for their airport may want to secure the services of an airport knowledgeable consultant to perform or assist in the acquisition. The costs of these services are reimbursable under the AIP.

The author is a consultant offering real estate services related to land acquisition and relocation activities for projects associated with airports, parks, and highways.

Note: If any residential or business relocation is anticipated, regardless of number, a Relocation Plan must be prepared and a determination made regarding available replacement housing prior to Step 13.

Announcements

Robert (Rudy) Rudolph, A.A.E., has joined the Port of Olympia as the new Director of Olympia Regional Airport. Rudy was previously State Aviation Director for the Ohio Department of Transportation, a position he held since 1997. Prior to that, he was the Director of the Airport Noise Program at the Baltimore/Washington International Airport, Operations Superintendent at the Snohomish County Airport, and was a pilot/flight engineer for Pan American World Airways. He has extensive U. S. Navy experience, serving as a Naval Aviator and Airfield Operations Supervisor at 13 Naval Air Stations and auxiliary airport, as well as two years as Director of Training for a Navy Reserve Squadron.



Rudy Rudolph

Rudy oversees airport operations, security and maintenance, helps develop new business opportunities for airport properties, and coordinates with other governmental agencies in the regulation and financing of airport facilities. "I am excited about being part of the team at the Port of Olympia and am happy to return to the Pacific Northwest," said Rudolph.

Craig L. Baldwin, C.M., was recently named as the Executive Manager for the Port of Moses Lake, following the retirement of David Senne. Craig began his aviation career in the U.S. Navy, assigned to a VP Squadron in Hawaii. Following the military, he worked for Jackson County, Oregon, operators of the Rogue Valley International – Medford (MFR) Airport, for 9 years. While at MFR, Craig served as the Administrative/Finance Manager, and was designated as the Airport Security Manager. He is a Certified Member (CM) of the American Association of Airport Executives. He has served on many committees and organizations, including the Board of Directors for OAMA.

Craig is pleased to have been selected to manage an airport in the Pacific Northwest, where he has lived over the past 25 years. He stated "I look forward to working with an absolutely outstanding staff here at the Port, as well as continuing my relationships with the great associations in the area."



WAMA would like to thank the following sponsors for making our Spring 2004 conference held May 5-7 at Sun Mountain Lodge a great success:

Barnard Dunkelberg & Co.
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HNTB Corporation
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Mead & Hunt, Inc.
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Sea-Tac 3rd Runway Litigation Update

On August 18, the Airport Communities Coalition (ACC), comprised of the cities of Des Moines, Burien, Federal Way, Tukwila, Normandy Park, and the Highline School District, withdrew all litigation against the Port of Seattle, including appeals of permits for the Sea-Tac International Airport third runway. These communities and the Port of Seattle have discussed creating a new forum for regular exchanges in issues such as transportation and economic development. Both parties will join with the state Department of Ecology to ensure ongoing, clear communication and about environmental issues.



WSDOT Aviation Addresses Land Use Concerns

By Nisha Hanchinamani, WSDOT

Paula Hammond, WSDOT Chief of Staff and John Sibold, WSDOT Aviation Director recently met with the FAA and WAMA Board Members to discuss concerns about the state's aviation land use guidelines. As a result, WSDOT Aviation has hired Reid Middleton, who will work with land use experts from Mead & Hunt to evaluate the state land use program against the following criteria:

- *Meets the intent of Growth Management*
- *Provides the necessary tools to assist jurisdictions with developing comprehensive land use and capital facility plans*
- *Provides user-friendly guidelines*
- *Assists in protecting airports as essential public facilities*
- *Assists in protecting airports from incompatible development*
- *Demonstrates consistency with airport master plan development objectives*

Reid Middleton is required to develop a good working knowledge of the state's aviation land use guidelines as well as comprehensive plans, land use regulations, and supporting documents adopted by jurisdictions. They will interview a minimum of 15 stakeholders including airport operators, the FAA, and local planners to determine the effectiveness of the aviation land use program. This process will allow Reid Middleton to evaluate strengths and weaknesses and recommend updates to the land use planning if necessary.

The recommendations will be forwarded to a task force for review. Final recommendations will then be presented to the Aviation Advisory Committee, of which WAMA and the FAA are members.

*c/o Dale Carman, WAMA Secretary
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