

**Chapter 10 – Planning for Compliance & Solid  
Waste Recycling Plan**



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### **Part 1 – Planning for Compliance**

#### **Introduction**

This chapter discusses the elements associated with the operation and management of Bowers Field Airport (ELN), as a federally-obligated airport. The Federal Aviation Administration (FAA) encourages airport sponsors to establish and implement programs that promote sound operating practices and ongoing compliance with regulatory requirements. The FAA currently recommends that compliance be addressed during the airport planning process through the review of airport documents; plans, and other records, such as an approved ALP, Exhibit "A" Property Map, Airport Ordinance, Zoning Ordinance, Rules and Regulations, Minimum Standards, airport budgets, leases, easements, permits, and other documents.

#### **Kittitas County Compliance**

Kittitas County maintains a high degree of control over the operation of Bowers Field Airport. The County meets all applicable financial reporting and record keeping requirements and employs a variety of “best practices” including periodic review of market rates and fees; land appraisals, formal procurement and contracting practices, coordination with adjacent land owners (aviation easements), local government (land use planning, zoning), and state government (airport overlay zoning, environmental agencies, etc.).

There are no known compliance issues associated with airport development, tenant leases, airport land uses or other items.



## **Airport Compliance with Grant Assurances**

As a recipient of both federal and state airport improvement grant funds, Kittitas County is contractually bound to various sponsor obligations referred to as "Grant Assurances" maintained by the FAA and the Washington Department of Transportation – Aviation Division. These obligations, presented in detail in federal and state grants and state statutes and administrative codes, document the commitments made by Kittitas County to fulfill the intent of the FAA and State of Washington resulting from acceptance of federal and/or state funding for airport improvements. Failure to comply with the grant assurances may result in a finding of noncompliance and/or forfeiture of future funding. Grant assurances and their associated requirements are to protect the significant investment made by the FAA, the state, and the County to preserve and maintain the nation's airports as a national transportation asset as mandated by Congress.

### **FAA Compliance Overview**

A management program based on the FAA's "Planning for Compliance" guidance and the adoption of airport management "Best Practices" is recommended to address FAA compliance requirements and avoid noncompliance, which could have significant consequences.

Airport management "Best Practices" are developed to provide timely information and guidance related to good management practices and safe airport operations for airport managers and sponsors. The practices outlined herein are designed for use by Kittitas County for evaluating and improving their current and future operation and management program.

Airport sponsors must comply with various federal obligations through agreements and/or property conveyances. These are outlined in FAA Order 5190.6B, Airport Compliance Manual. The contractual federal obligations that a sponsor accepts when receiving federal grant funds or transfer of federal property can be found in a variety of documents including:

- Grant agreements issued under the Federal Airport Act of 1946, the Airport and Airway Development Act of 1970, and Airport Improvement Act of 1982. Included in these agreement are the requirement for airport sponsors to comply with:
  - Grant Assurances;
  - Advisory Circulars;
  - Application commitments;
  - FAR procedures and submittals; and
  - Special conditions.
- Surplus airport property instruments of transfer;
- Deeds of conveyance;
- Commitments in environmental documents prepared in accordance with FAA requirements; and
- Separate written requirements between a sponsor and the FAA.



Land use compliance and compatible land use planning is often a significant compliance issue for airports. Compliance and suggested best practices are discussed under the following subheadings in this chapter:

- Airport Compliance with Federal and State Grant Assurances;
- Environmental Compliance;
- Airport User Compliance; and
- Other Airport Operational Policies and Procedures.

#### **FAA GRANT ASSURANCES**

The FAA's Airport Compliance Program defines the interpretation, administration, and oversight of federal sponsor obligations contained in grant assurances. Currently FAA Order 5190.6B, Airport Compliance Manual, defines policies and procedures for the Airport Compliance Program. Although it is not regulatory or controlling with regard to airport sponsor conduct, it establishes the policies and procedures for FAA personnel to follow in carrying out the FAA's responsibilities for ensuring compliance by Kittitas County.

Order 5190.6B states: the FAA Airport Compliance Program is, "...designed to monitor and enforce obligations agreed to by airport sponsors in exchange for valuable benefits and rights granted by the United States in return for substantial direct grants of funds and for conveyances of federal property for airport purposes. The Airport Compliance Program is designed to protect the public interest in civil aviation. Grants and property conveyances are made in exchange for binding commitments (federal obligations) designed to ensure that the public interest in civil aviation will be served. The FAA bears the important responsibility of seeing that these commitments are met. This Order addresses the types of commitments, how they apply to airports and what FAA personnel are required to do to enforce them."

To better understand the intent of the FAA Compliance Program, it is important to understand the FAA's goals for a national airport system. The national airport system is currently known as the National Plan of Integrated Airport Systems (NPIAS), which has historic origins dating back to the 1946 Federal Airports Act. The airport system has evolved through several legislative updates in concert with changes in the organization and scope of the Federal Aviation Administration (FAA). The NPIAS was adopted as part of the Airport and Airway Development Act of 1982, replacing the National Airspace System Plan (NASP), created by earlier legislation. There are approximately 2,500 general aviation airports and 800 commercial service airports in the NPIAS.

According to the FAA, cooperation between the FAA, state, and local agencies should result in an airport system with the following attributes:

- Airports should be safe and efficient, located at optimum sites, and be developed and maintained to appropriate standards;
- Airports should be operated efficiently both for aeronautical users and the government, relying primarily on user fees and placing minimal burden on the general revenues of the local, state, and federal governments;
- Airports should be flexible and expandable, able to meet increased demand and accommodate new aircraft types;



- Airports should be permanent, with assurances that they will remain open for aeronautical use over the long-term;
- Airports should be compatible with surrounding communities, maintaining a balance between the needs of aviation and the requirements of residents in neighboring areas;
- Airports should be developed in concert with improvements to the air traffic control system;
- The airport system should support national objectives for defense, emergency readiness, and postal delivery;
- The airport system should be extensive, providing as many people as possible with convenient access to air transportation, typically not more than 20 miles of travel to the nearest NPIAS airport; and
- The airport system should help air transportation contribute to a productive national economy and international competitiveness.

FAA AIP grant assurances are summarized and categorized in Table 10-1. While Sponsors should understand and comply with all grant assurances, there are several assurances that are common and recurring issues for airport sponsors throughout the country. These are summarized in more detail below. Current AIP grant assurances are provided in Appendix F and related FAA correspondence is provided in Appendix H. It is important to note that the assurances (and corresponding numbers) are applied to non-airport sponsors undertaking noise compatibility program projects and planning agency sponsors. These can also be found in the Airport Improvement Program under Grant Assurances.

**TABLE 10-1: SUMMARY OF FAA AIP GRANT ASSURANCES (AIRPORT SPONSOR ASSURANCES 3/2014)**

GRANT ASSURANCE NO.	GENERAL AIRPORT	PROJECT PLANNING / DESIGN & CONTRACTING	AIRPORT OPERATIONS AND LAND USE	DAY-TO-DAY AIRPORT MANAGEMENT	PROJECT CONSTRUCTION	LEASES & FINANCIAL	OTHER
1. General Federal Requirements							
2. Responsibility and Authority of the Sponsor							
3. Sponsor Fund Availability							
4. Good Title							
5. Preserving Rights and Powers							
6. Consistency with Local Plans							
7. Consideration of Local Interest							
8. Consultation with Users							
9. Public Hearings							
10. Metropolitan Planning Organization							
11. Pavement Preventative Maintenance							
12. Terminal Development Prerequisites							
13. Accounting System, Audit, and Record Keeping Req.							



GRANT ASSURANCE NO.	GENERAL AIRPORT	PROJECT PLANNING / DESIGN & CONTRACTING	AIRPORT OPERATIONS AND LAND USE	DAY-TO-DAY AIRPORT MANAGEMENT	PROJECT CONSTRUCTION	LEASES & FINANCIAL	OTHER
14. Minimum Wage Rates							
15. Veteran's Preference							
16. Conformity to Plans and Specifications							
17. Construction Inspection and Approval							
18. Planning Projects							
19. Operations and Maintenance							
20. Hazard Removal and Mitigation							
21. Compatible Land Use							
22. Economic Nondiscrimination							
23. Exclusive Rights							
24. Fee and Rental Structure							
25. Airport Revenues							
26. Reports and Inspections							
27. Use by Government Aircraft							
28. Land for Federal Facilities							
29. Airport Layout Plans							
30. Civil Rights							
31. Disposal of Land							
32. Engineering and Design Services							
33. Foreign Market Restrictions							
34. Policies, Standards and Specifications							
35. Relocation and Real Property Acquisition							
36. Access by Intercity Bus							
37. Disadvantaged Business Enterprises							
38. Hangar Construction							
39. Competitive Access							

As the airport sponsor, the Kittitas County is responsible for the direct control and operation of Bowers Field Airport. Familiarity with, proper monitoring and implementation of sponsor obligations and FAA grant assurances in particular, is the key to maintaining compliance. FAA Order 5190.6B and ongoing communication with the [FAA Northwest Mountain Region Compliance Office](#) are both excellent resources for Kittitas County when addressing policy and compliance.



## DURATION

The terms, conditions, and assurance of a grant agreement with the FAA remain in effect for the useful life of a development project, which is typically 20 years from the receipt of the last grant. However, terms, conditions and assurances associated with land purchased with federal funds do not expire.

Kittitas County should have a clear understanding of and comply with all assurances. The following sections were excerpted (without revision) from published FAA guidance to illustrate areas of primary focus.

### Project Planning/Design and Contracting

#### *Sponsor Fund Availability (Assurance # 3)*

Once a grant is given to the County, Kittitas County commits to providing the funding to cover their portion of the total project cost. Currently this amount is ten percent of the total eligible project cost, although it may be higher depending on the particular project components or makeup. Once the project has been completed, Kittitas County also commits to having adequate funds to maintain and operate the airport in the appropriate manner to protect the investment in accordance with the terms of the assurances attached to and made a part of the grant agreement.

#### *Consistency with Local Plans (Assurance #6)*

All projects must be consistent with city and county comprehensive plans, transportation plans, zoning ordinances development code, and hazard mitigation plans. Kittitas County and its planners should all familiarize themselves with local planning documents before a project is considered and ensure that all projects follow local plans and ordinances.

In addition to understanding local plans, Kittitas County should be proactive in order to prevent noncompliance with this assurance. The County should assist in the development of local plans that incorporate the airport and consider its unique aviation related needs. County efforts should include the development of goals, policies, and implementation strategies to protect the airport as part of local plans and ordinances.

#### *Accounting System Audit and Record Keeping (Assurance# 13)*

All project accounts and records must be made available at any time. Records should include documentation of cost, how monies were actually spent, funds paid by other sources and any other financial records associated with the project at hand. Any books, records, documents, or papers that pertain to the project should be available at all times for an audit or examination.



## General Airport

### *Good title (Assurance #4)*

Kittitas County must have a Good Title to affected property when considering projects associated with land, building or equipment. Good Title means the County can show complete ownership of the property without any legal questions, or show it will soon be acquired.

### *Preserving Rights and Powers (Assurance #5)*

No actions are allowed that might take away any rights or powers from Kittitas County that are necessary for the County to perform or fulfill any condition set forth by the assurance included as part of the grant agreement. If there is an action taken or activity permitted that might hinder any of those rights or powers it should be discontinued. An example of an action that can adversely affect the rights and powers of the airport is a Through-the-Fence (TTF) activity. TTF activities allow access to airport facilities from off-airport users. In many instances, the airport sponsor cannot control the activities of those operating off the airport resulting in less sponsor control. This loss of control can potentially have an adverse impact to airport users. For example, TTF activities many times do not pay the same rates and charges as on-airport users, resulting in an unfair competitive advantage for business/users located off-airport versus those on-airport.

### *Airport Layout Plan (ALP) (Assurance #29)*

The Airport should at all times keep an up-to-date ALP, which should include on it both current and future boundaries, facilities/structures, and the location of any non-aviation areas and existing improvements. No changes should be made at the Airport to hinder the safety of operations; also no changes should be made to the Airport that are not in conformity with the ALP. Any changes of this nature could adversely affect the safety, utility, or efficiency of the Airport. If any changes are made to the Airport without authorization the alteration must be changed back to its original condition or the County will have to bear all costs associated with moving or changing the alteration to an acceptable design or location. Additionally no federal participation will occur for improvement projects not shown on an approved ALP.

### *Disposal of Land (Assurance #31)*

Land purchased with the financial participation of an FAA Grant cannot be sold or disposed of by the Kittitas County at their sole discretion. Disposal of such lands are subject to FAA approval and a definitive procedural process established by the FAA. If Airport land is no longer considered necessary for airport purposes, and the sale is authorized by the FAA, the land must be sold at fair market value. Proceeds from the sale of the land must either be repaid to the FAA or reinvested into another eligible airport improvement or noise compatibility project. Land disposal requirements typically arise when a community is building a new airport and the land on which the airport was located is sold with the proceeds used to offset costs of the new airport. In general, land purchased with FAA funds is rarely sold by a sponsor.



## Airport Operations and Land Use

### *Pavement Preventative Maintenance (Assurance #11)*

Since January 1995, the FAA has mandated that it will only give a grant for airport pavement replacement or reconstruction projects if an effective airport pavement maintenance-management program is in place. The program should identify the maintenance of all pavements funded with federal financial assistance. The report provides a pavement condition index (PCI) rating (0 to 100) for various section of aprons, runways, taxiways, and a score for overall airport pavements.

### *Operations and Maintenance (Assurance #19)*

All federally funded airport facilities must operate at all times in a safe and serviceable manner. Kittitas County should not allow any activities that inhibit or prevent this. Kittitas County must always promptly mark and light any hazards on the Airport, and promptly issue Notices to Airmen (NOTAMs) to advise of any conditions that could affect safe aeronautical use. Exceptions to this assurance include periods when temporary weather conditions make it unreasonable to maintain the airport. Further, this assurance does not require that Kittitas County repair conditions that have happened because of a situation beyond the control of the County.

### *Compatible Land Use (Assurance #21)*

Land uses around the airport should be planned and implemented in a manner that ensures surrounding development and activities are compatible with the airport. To ensure compatibility, Kittitas County is expected to take appropriate action, to the extent reasonable, including the adoption of zoning laws to guide land use in the vicinity of airports under their jurisdiction. Incompatible land use around airports represents one of the greatest threats to the future viability of airports.

## **DAY-TO-DAY AIRPORT MANAGEMENT**

### *Economic Non-Discrimination (Assurance #22)*

Any reasonable aeronautical activity offering service to the public should be permitted to operate at the Airport as long as the activity complies with established airport standards for that activity. Any contractor agreement made with the Airport will have provisions making certain the person, firm, or corporation will not be discriminatory when it comes to services rendered as well as rates or prices charged to customers. Provisions include:

- All FBOs on the airport should be subject to the same rate fees, rentals, and other charges;
- All persons, firms, or corporations operating aircraft can work on their own aircraft with their own employees;
- If Kittitas County at any time exercises the rights and privileges of this assurance they will be under all of the same conditions as any other airport user would be; and



- Kittitas County can establish fair conditions that need to be met by all airport users to make the airport safer and more efficient.

Kittitas County can prohibit any type, kind, or class of aeronautical activity if it is for the safety of the airport. An example of an activity that may be considered for prohibition is sky diving. It is important to point out that the FAA will review such prohibitions and make the final determination as to whether or not a particular activity type is deemed unsafe at the airport based on current operational dynamics.

#### *Exclusive Rights (Assurance #23)*

Exclusive Rights at an airport is often a complicated subject usually specific to individual airport situations. The assurance states that the sponsor “will permit no exclusive right for the use of the airport by any person providing, or intending to provide, aeronautical services to the public...” There are exceptions to this rule. If Kittitas County can prove that permitting a similar business would be unreasonably costly, impractical or result in a safety concern, the sponsor may consider granting an exclusive right. To deny a business opportunity because of safety, the sponsor must demonstrate how that particular business will compromise safety at the airport. Exclusive rights are very often found in airport relationships with fixed base operations (FBO) but exclusive rights can also be established with any other business at the airport, which could assist in the operation of an aircraft at the airport. If an unapproved exclusive rights agreement exists it must be dissolved before a future federal grant is awarded to the airport.

If Kittitas County is contemplating denial of a business use at the airport, it is strongly encouraged that they contact their FAA ADO in order to ensure they have all necessary information and that denial of access is not going to be seen as unjust discrimination. For more in depth information on exclusive rights reference Advisory Circular 150/5190-6, "Exclusive Rights at Federally Obligated Airports.”

## **LEASES AND FINANCIAL**

#### *Fee and Rental Structure (Assurance #24)*

Simply put, the fee and rental structure at the airport must be implemented with the goal of generating enough revenue from airport related fees and rents to become self-sufficient in funding day to day operational needs. The airport sponsor should routinely monitor its fee and rental structure to ensure reasonable fees are being charged to meet this goal. Common fees charged by airports include fuel flowage, tie-down, and landing fees and hangar rent.



### *Airport Revenue (Assurance #25)*

All airport revenue and local taxes on aviation fuel should be used toward the operating costs of the airport, the local airport system, or other local facilities that are owned by Kittitas County and which will directly impact air transportation passengers or property or for noise mitigation on or off airport property. In other words, revenue generated by airport activities must be used to support the continued operation and maintenance of the airport. Use of airport revenue to support or subsidize other non-aviation activities or functions of Kittitas County is not allowed and is considered revenue diversion. Revenue diversion is a significant compliance issue subject to cause scrutiny by the FAA.

## **Other FAA Compliance Requirements**

### **OTHER FEDERAL CONTRACTING AND PROCUREMENT DOCUMENTS**

When Kittitas County accepts an FAA Airport Improvement Program (AIP) grant, the County agrees to adhere to all applicable federal contracting and procurement requirements. Advisory circulars are required for use in AIP funded projects. Included in each grant request is a federal funding checklist that identifies the requirements an airport should consider before accepting the grant. The following items are noted in the checklist:

- ALPs should be up to date;
- The Exhibit A Property Map may need to be updated if acquiring additional property;
- Land Inventory may need to be updated if land has recently been acquired with federal assistance;
- Airports must hold good title to the airport landing area;
- Appropriate signage and markings must be in place;
- RPZ and approach surface deficiencies must be identified and steps to address deficiencies must be noted;
- RSAs must meet FAA standards if planning a runway project;
- DBE program goals must be met on projects of more than \$250,000;
- Procedures should be in place to handle bid protests;
- Open AIP grant projects need to be identified;
- The project closeout form must be submitted within 90 days of work completion;
- A “Certification of Economic Justification” must be included for routine pavement maintenance projects;
- A “Revenue Generating Facility Eligibility Evaluation” must be completed for hangar construction or fueling facilities;
- A “Reimbursable Agreement” and “Non-Fed Coordination” must be completed for navigational aid projects; and
- A “Relocation Plan” must be completed if a project requires residences or businesses to be relocated.



## **SPECIAL CONDITIONS**

In addition to the standard grant assurances discussed above, the state or the FAA may require “Special Conditions” to individual grants that supplement or expand the standard grant assurances. Special Conditions are unique to an individual airport and can be project or administrative in nature. Kittitas County needs to be aware of such conditions that may be applied to Bowers Field airport.

## **MULTIJURISDICTIONAL CHALLENGES**

In some instances, airports are jointly owned and operated by more than one airport sponsor. In other instances, airports may be located within multiple jurisdictions. While Kittitas County is ultimately responsible for adherence with the grant assurance, the actions, or inactions, of surrounding jurisdictions can and do impact the County’s ability to meet its sponsor obligations. This is particularly true with land use compatibility issues around the airport. As a result, it is important in either circumstance that all jurisdictions affected by the airport understand the operational needs and complexities of having an airport within its jurisdiction. Mutual agreements addressing airport operational or land use protection needs, or other cooperative measures, are recommended by all jurisdictions to both protect the functionality of the airport and the safety and well-being of airport users and neighbors.

## **WSDOT Aviation Division Grant Assurances**

In 2013, WSDOT Aviation adopted new grant assurances (WAC Chapter 468-260) for airport sponsors that are intended to protect the public’s investment in the Washington aviation system. The WSDOT grant assurances apply to both NPIAS and non-NPIAS airports that receive funding through the WSDOT Airport Aid Grant Program. The WSDOT grant assurances are consistent and complimentary to FAA grant assurances with a significant emphasis placed on land use planning, public process, and environmental stewardship. A summary of WSDOT Grant Assurances is included in **Appendix E**.

## **Part 2 - Solid Waste and Recycling Plan**

### **Introduction**

This section of the chapter discusses the solid waste generation at the Airport and what recycling options are used. The layout of this section is outlined below:

### **Waste Audit**

- Recycling Feasibility;
- Plan to Minimize Solid Waste Generation;
- Operational and Maintenance Requirements;
- Waste Management Contracts;



- Potential for Cost Savings or Revenue Generation; and
- Future Development and Recommendations.

Due to the size of the Bowers Field Airport a limited amount of waste is generated on site. Specific sources of waste on site include private hangars, Midstate Aviation the FBO, and IASCO Flight Training. The tenants are individually responsible for waste generated by their operations. Waste Management of Washington doing business as Waste Management of Ellensburg currently provides trash and recycling hauling service in the Bowers Field Airport service area. At the present time, none of the existing airport tenants have contracts with Waste Management of Washington for waste disposal or recycling.

### **WASTE DISPOSAL**

Each individual tenant is also responsible for disposal and recycling of their own waste as stipulated in their leases with Kittitas County. Waste Management of Washington services the Airport area and would be the contractor each tenant would contract with for waste and recycling hauling to the Ellensburg Transfer Station located about four miles south of the Airport at 1001 Industrial Way. No State or Federal requirements apply to the waste generated. Waste Management of Washington provides commingled recycling including yard waste (leaves, grass, plant trimmings, and branches), paper, aluminum and tin cans, plastic, plastic tubs, paper, cardboard, and glass bottles and jars. Electronic, hazardous, medical waste items, and tires would need to be transported by individual tenants to the Ellensburg Transfer Station, which accepts non-standard recyclables such as oil, batteries, phones electronic waste, and paint.

### **CONSTRUCTION WASTE**

Construction waste is the responsibility of the Contractor for each specific project. At Bowers Field, several planned projects will eliminate existing asphaltic concrete (AC) pavement and base material that may be recycled. These short-term projects include:

- Runway 7/25 Rehabilitation (AC);
  - Rehabilitate the runway at 3,700' x 60'; and
  - Removes excess pavement.
- Runway 11/29 Reconfiguration and Extension (PCC);
  - Reconfigures the Runway 29 end, removing the aligned taxiway;
  - Reduces the runway width to 75 feet; and
  - Removes paved overrun beyond the Runway 11 end.



## RECYCLING FEASIBILITY

Waste Management of Ellensburg provides recycling service to the airport. The Ellensburg Transfer Station can accommodate special materials or bulk material recycling. The list below outlines material and recycling locations for the Bowers Field Airport area. Table 10-2 identifies the recyclable materials and locations in Ellensburg.

**TABLE 10-2: RECYCLABLE OPTIONS**

MATERIAL	RECYCLE LOCATION
Aluminum	Waste Management of Ellensburg and the Ellensburg Transfer Station
Glass Bottles	
Plastic Containers	
Paper	
Tin Cans	
Vehicle Batteries	Ellensburg Transfer Station
Cell Phone, Rechargeable Batteries, and Chargers	
Electronic Waste	

## CURRENT PRACTICES

Airport hangar tenants (as stipulated in their leases) are individually responsible for waste disposal and recycling for their hangars and have the opportunity to take advantage of recycling services offered by Waste Management of Ellensburg. Disposal of any non-standard recyclables (vehicle batteries, cell phones, rechargeable batteries, chargers, and other electronic waste) is the responsibility of the individual tenants. These non-standard recyclables can be delivered to the Ellensburg Transfer Station.

## Plan to Minimize Solid Waste Generation

Kittitas County encourages recycling and provides information on the County website regarding opportunities for residents to recycle their waste <https://www.co.kittitas.wa.us/solid-waste/waste-prevention.aspx>. Curbside recycling is available in various areas around the County through Waste Management of Ellensburg. The County has also established a solid waste compost facility at the Ellensburg Transfer Station that accepts yard waste. Residents can then purchase the compost for their personal use.

## METHODS TO REDUCE SOLID WASTE

There are very limited opportunities to reduce solid waste generation because little waste is produced at the Bowers Field Airport. However, the Airport should still establish a goal to reduce the amount of solid waste generated. While the Airport is not responsible for waste generated by Airport tenants,



informational brochures on recycling opportunities developed by Kittitas County could be distributed to all the Airport tenants to encourage them to recycle their waste.

### **PHYSICAL CONSTRAINTS**

The Ellensburg area consists of a relatively rural population and the current practice of contracting with Waste Management of Washington is the most effective option. The Kittitas County Solid Waste Management Plan “aims to provide the mechanisms by which solid waste is handled in the County in a manner that promotes, in order of priority: waste reduction, recycling, and composting; with source separation of recyclables as the preferred method”. (SWMP 2010).

## **Operational and Maintenance Requirements**

Operational and maintenance requirements at the Airport are minimal. The Kittitas County Public Works Department is responsible for mowing the airfield. When the airfield is mowed, the clippings are left in place.

## **Waste Management Contracts**

Hangar leases provided by Kittitas County were reviewed for information regarding waste and recycling. No hauling or landfill contracts are available.

The hangar lease dictates that tenant “agrees that it will not commit waste, and that it will keep said premises and grounds, including those owned by the Lessee in a safe, sanitary and orderly condition.” Although tenants are responsible for their own waste from the hangar, no mention for the opportunity for recycling is included in the lease. Proceeds from rent are used for general airport maintenance and cleaning services.

To promote additional recycling opportunities, language could be added to the hangar lease that encourages the tenant to use the Ellensburg-Transfer Station approximately four-miles from the Airport and to be conscientious of any waste generated in their hangar.

## **Potential for Cost Savings or Revenue Generation**

The potential for cost savings is limited since individual tenants are responsible for costs associated with solid waste disposal and recycling.

Revenue generation is also limited due to the small amount of waste generated. Any potential for additional revenue would accrue to the individual tenants since they contract with the waste disposal and recycling provider.



## **Future Development and Recommendations**

### **FUTURE DEVELOPMENT**

Future development projects at the Airport include tenant improvements, landside and airside facility development, and rehabilitation projects. The demolition and waste associated with each of these projects would be the responsibility of the Contractor performing the work. It is assumed that the demolition waste would be taken to the Ellensburg-Transfer Station.

A periodic review of the Airport's solid waste plan needs to be implemented to allow for any unforeseen future development.

### **RECOMMENDATIONS**

#### Immediate

An immediate recommendation would be to continue with the existing practice of leaving lawn clippings. This practice saves money on disposal fees while preserving the aesthetics of the infield area and providing needed nutrients to the turf.

#### Short-Term

A short-term recommendation would be to add a statement into hangar leases advising tenants of the recycling options available through Waste Management of Ellensburg or the Ellensburg Transfer Station and to encourage tenants to recycle and minimize waste. Additionally, informational brochures on recycling opportunities developed by Kittitas County could be distributed to all of the hangar tenants to encourage them to recycle their waste.

#### Ongoing

An ongoing recommendation would be to reevaluate the Airport's solid waste plan, especially after development has occurred. Any increase in hangars and additional businesses at the Airport may increase the amount of waste generated.

#### Modifications to Specifications

Language in construction contract documents could be added that encourages Contractors to recycle waste at the Ellensburg Transfer Station and to minimize waste caused by construction activities as much as practical.



## **References**

Kittitas County. No date. "Solid Waste" Website: <https://www.co.kittitas.wa.us/solid-waste/default.aspx>

Kittitas County Board of Health (Solid Waste Ordinance). Ordinance 1999 Solid Waste Regulations

### **KITTITAS SOLID WASTE MANAGEMENT PLAN**

<https://www.co.kittitas.wa.us/solid-waste/documents/kittitas-county-solid-waste-management-plan.pdf>

Starbuck, Christopher J. Department of Horticulture. University of Missouri-Columbia. 1999. "Grass Clippings, Compost and Mulch: Questions and Answers." Website. <http://extension.missouri.edu/explorepdf/agguides/hort/g06958.pdf>

### **WASTE REDUCTION AND REUSE**

<https://www.co.kittitas.wa.us/solid-waste/waste-prevention.aspx>