



**TACOMA NARROWS AIRPORT ADVISORY COMMISSION
MEETING SUMMARY**

Thursday, January 12, 2017

A regular meeting of the Pierce County Tacoma Narrows Airport Advisory Commission (TNAAC) was held on Thursday, January 12, 2017, at 6:30 PM. The meeting was held at the TIW airport office, 1202 - 26th Ave. NW, Gig Harbor, WA 98335.

I. Call to Order & Welcome

Chairman Brad Pattison called the meeting to order at 6:32 PM. Commission members introduced themselves.

TNAAC VOTING MEMBERS	
Present:	Brad Pattison, Chair Bob Felker, Vice Chair Michael Murphy – phoned in Kurt Grimmer Laura Fox Hal Cline
Excused:	Terry Lee, Brian Durham, Larry Fickel
TNAAC NON-VOTING MEMBERS	
Present:	
Excused:	Michael Perrow, City of Gig Harbor; Derek Young, Council District 7
PIERCE COUNTY STAFF	
Present:	Jay Simons, Operations & Maintenance Supervisor Lauren Behm, Assistant Administrator Justin VanSlyke, Operations & Maintenance Technician Cindy Willis, Office Assistant
VISITORS	
Present:	Nine members of the public signed the attendance sheet.

II. Approval of Prior Meeting Summaries

By motion (Grimmer/Felker), the meeting summary for November 8, 2016 was approved unanimously.

III. Visitors and Petitions – for items not on the agenda

None.

IV. Reports

- Justin VanSlyke, Operations & Maintenance Technician, provided the O&M report. We've moved out of the 1624 bldg. and are trying to lease it out as corporate hangars have been filling up. We're working to improve the County hangar doors; a few are still not working properly, but those have not been leased out yet. The HeliTrak roof was replaced today and a quad hangar leak was repaired last month. Feel free to report any maintenance or repair issues that need our attention.
- Lauren Behm, Assistant Administrator, provided her report.

As everyone likely knows, Deb Wallace resigned from the County in November; administrator interviews will be held tomorrow to replace her within the next month. Lauren is one of the candidates; she'll also be out on maternity leave for 3 months during which the deputy director and others will cover her tasks.

We will have a booth at the NW Aviation Show on Feb. 25-26; we're looking for volunteers to work our booth for 2-hour shifts; volunteers will get free admission to the show.

We met with PALS staff regarding our special use events at the airports. They have formalized an application process to review future events and let people what permits or inspections are needed to hold an event at the airport. So that airport events are carefully monitored, we are going to ask anyone planning an event to go through the PALS process first rather than just filling out our Special Use Application. They do have a longer lead time (90 days), but review can be done quicker if it's not a major event. This process will make sure that organizers have the proper insurance coverage, fire marshal inspection, etc.

Last fall, we discussed a new rate study for County hangars. Brad Pattison worked with CM Young, and the Council adopted a budget proviso for a study to be completed by a private consultant. They will present results to the EIDC by May 30. That allows us time to include changes in the 2018 budget cycle. Rates won't likely change mid-year, but the Council will make the ultimate decision. It will be good to get a third party appraisal of our rates/conditions. We'd get the results to TNAAC prior to EIDC so members could testify at the hearings or provide a written recommendation. Brad Pattison said we're looking at it due to the 25% vacancy rate compared to other nearby airports having waiting lists for nicer hangars. We hope to lower the rate so we can fill our hangars. Bob Felker wondered if a study is necessary; Lauren said the Council is giving us \$10,000 for the study. Laura Fox said it's not that difficult; do we have to do an appraisal to change the rates? \$10,000 seems high. Lauren said hiring a third party provides credibility. Brad Pattison said the first appraisal didn't consider hangar conditions and is several years old.

Lauren addressed the vacancy on the TNAAC since Dennis Cunneen's departure; with the administrator position vacant for so long and the transition to a new Executive, that task was not completed. Our director is making it a priority to push the new Executive to make a decision soon so we're at full capacity on the TNAAC. Laura Fox asked about when members' terms expire; Cindy will email this information to the members.

- Tower Report – Bonnie Malgarini, control tower chief, said the runway 35 PAPI has been out for 8 months or so; they cut down the brush, but the lights may be aligned improperly. There's no definite timeline, but hope. Our traffic count for 2016 was over 75,000 operations—up over 5% since last year. We haven't reached pre-911 numbers, but have recovered from the recession. We have a new controller on board who's getting certified. There's a rhododendron needs to be removed; it's free if someone wants it. The chair asked what pilots could do to make her life in the tower easier. Bonnie said we don't like 20 questions--provide full information. If you're flying northbound, give us your preference (right or left downwind) so you're not crossing over final. TIW is the nicest airport she's worked at—people are friendly and personable. Brad Pattison said we love our tower. Bonnie said we've had some hostile controllers in the past, so it's important to have friendly controllers; we're there to help our pilots.
- Commission Reports
The chair said Friends of Tacoma Narrows Airport (FoTNA) is an awesome group; they were part of what got the RAZ put up. Bremerton has a playground with airplanes to sit on; their manager spearheaded it. It's a kid-friendly facility. Lauren had a meeting with FoTNA and the Rotary group who provided funding/construction for the RAZ; however, the FAA told us we couldn't have playground equipment, so we need to have that conversation again. Phase II of the RAZ includes surfacing, educational signage, and playground equipment, if the FAA allows. We will look at what Bremerton has and find out how they sold the idea to the FAA.

V. New Business

A. 2017 Election of Officers

The chair said the TNAAC elects a chair and vice chair, alternating each year between airport user and community representative unless there's a super majority vote to the contrary. Bob Felker (community rep.) was nominated for chair; there were no further nominations and the vote was unanimous. Brad Pattison (airport user) was nominated for vice chair; there were no further nominations and the vote was unanimous. Bob Felker ran the rest of the meeting.

B. Non-Aeronautical Use Policy

Lauren Behm summarized what's occurred to date. She developed a draft policy that was in alignment with the FAA policy; a TNAAC/TFAC subcommittee met to discuss it and make recommendations. That revision was sent out to the greater interested parties list; Lauren also discussed the issue with our deputy prosecuting attorney and we're still moving in the same direction.

Brad Pattison said the County wants us to develop policy for all hangars (private and County); all are subject to FAA rules and County policy. The FAA policy is being revised (effective July 1, 2017). Our Policy 5002 is a short summary. Brad said Lauren did a great job explaining how the County will define non-aviation use in hangars. A non-aviation user would need to apply to the County which may choose to forward it to the FAA for an exemption; a hangar owner is not entitled to a non-aeronautical use. If a property is used for non-aviation use, they'd have to pay a commercial rate for the property. Bob Felker and Brad Pattison represented the TNAAC on the subcommittee. The TFAC had more suggested changes than we did (mostly because of the Pierce County Noxious Weed Board in an

airport building at Thun Field). Brad said we think it needs to stay hangar focused, not apply the policy to every building. Warren Hendrickson weighed in; his primary concern was that it doesn't mirror FAA policy closely enough. Lauren said our attorney had the same concerns. He also thought it should address hangars only—in the definition of non-aeronautical use, *airport facilities* should say *hangars*, and not address land or other facility usage in this policy. The subcommittee added a bullet about flight training schools—that should be taken out because the FAA wouldn't oppose an aviation use. Lauren said we'll take this to the TFAC next week. Lauren wants to review Brad's version. Laura Fox asked if the FAA policy addresses other buildings; Lauren said it's hangar-specific. Laura said there's no point in boxing ourselves in by getting an FAA opinion on other buildings; Lauren said she wants guidance. Michael Murphy agreed, but said we should be proactive and not get crosswise with the FAA. Laura thought the FAA wouldn't have an answer. Brad said anything funded by FAA grants requires FAA approval, so it's really not necessary to have a policy regarding non-aviation storage. Bob Felker was concerned that the condo association should have an opportunity to review the revised draft policy; we should table this discussion until that review has happened. Michael Murphy had some concerns: Do our operations have to be compliant by July 1? Lauren said the FAA hasn't committed to that date as long as we're working toward compliance. Lauren said the condo association agreed that they'll be working toward compliance by July 1; the FAA has not commented. We can decide where we want to be by July 1—100% compliance is not realistic. Michael asked if cars and RVs are prohibited outright, or would they be allowed if they don't interfere with movement of the airplane? Lauren said they're allowed as long as they don't interfere with movement of aircraft, access to it, don't displace other aviation content, or storage in violation of our regulations. Brad said the FAA has said hangars must be primarily for storage of aircraft. Lauren said our attorney has a different point of view on the issue of condo owners requesting exemption to the FAA non-aeronautical policy; he says the policy doesn't grant us the right to request FAA approval since we don't have contractual relationships with the condo owners; we have the right to request approval for buildings we own, but not for the condos. Michael and Brad both disagreed. Lauren said condos are subject to non-aeronautical standards, but the burden would not be on us to go to the FAA to get non-aeronautical approval for condos. Per our attorney, a condo owner doesn't have the ability to request approval for a non-aeronautical use. Michael was concerned about the attorney's opinion. Bob Felker said the condo association is under the impression that the County would make those requests to the FAA for them. Lauren agreed that further conversations with condo owners are necessary. Michael asked about the 30-day notice to vacate from the County. Laura suggested we run that question past the FAA—we can't tell condo owners they have no vehicle; relay the FAA's response to the attorney. Brad said they've got 93% aviation use in their hangars; is it worth it to do non-aviation exemptions? The County has no obligation to have any non-aviation use; the County needs to decide. Someone in the audience asked if the County has inspected condo units; Lauren said no, we need to develop policies and procedures for how the County would inspect units. Our land lease allows, with reasonable notice, the ability to inspect the property. The FAA has not answered whether we need to do inspections; our attorney says we do. We need to talk with the condo board and determine the logistics of inspecting 70 units. Laura said we need to be good neighbors with the condo owners; let's be reasonable. The discussion was tabled.

C. 2017 Work Plan/Meeting Dates

Lauren suggested meeting dates and work plan items for 2017. She started a work plan list based on former action items. We do have limited resources and staff and we need to choose a meeting schedule and realistic work plan. She recommended quarterly meetings and provided date options in each quarter; we can always add special meetings if necessary. Hal Cline said we changed from quarterly meeting to every other month for good reasons; we need prompt publishing of our minutes. Our purpose is to grow this airport and we've had lots of accomplishments. Brad Pattison prefers every other month. Laura Fox had no strong feelings either way; the airport has improved and staff is more responsive. Kurt Grimmer preferred every 60 days; Bob Felker agreed to 60 days. Michael Murphy said we're supposed to advise Council and can't do that only quarterly—he supported 60 days.

Lauren suggested the following dates and topics:

March 9 – non-aeronautical use

May 11 – hangar rate study – as long as we get the info ahead of that date; Michael Murphy said he'd like to see the overall budget in May so we can weigh in. Lauren said she would provide a draft of the budget that's submitted in July at the TNAAC's May meeting.

July 13 – grass landing strip – Lauren said the consultant's scope/budget was \$20,000; she has also asked for a construction estimate. She asked how much work the Commission would be willing to do. We have an on-call engineer and we'd recommend County employees do the work; we have no timeline for putting engineering plans together.

Also airport signage discussion should begin in July.

September 14 – airport signage; we'll discuss priorities for banners, directional signage, business signage. She wants input from the commission; we may not have final recommendations done, but we will have a dollar figure placeholder to install signage in 2018. We have an in-house graphic designer and we'd bring him to TNAAC meetings for comments. Lauren suggested we start in July and carry through the September meeting.

November 9 – compass rose – Lauren said this is complex, but seems to be important to people. With a \$70,000 estimate, it may be a while to find a solution. Brad Pattison suggested applying for an FAA grant. Warren Hendrickson said a compass rose would be low on the totem pole to receive an FAA grant. It's not a safety issue due to the existence of GPS.

Lauren read the list of work plan items—are there others? We need to be cognizant of staff time. Warren Hendrickson said the compass rose needs to be placed in the south end, but we need to move B4 taxiway before a compass rose is put in; once moved, it would open up room in the south. There are concerns with lighting and the south end condos—perhaps it should have a lower priority on the list. Lauren said the B4 taxiway move is probably a 2020-22 project in our CIP; it needs an environmental assessment first (that takes a year). A grass runway doesn't require environmental review.

VI. Adjournment

The chair adjourned the meeting at 8:02 pm.

TO CONTACT THE TACOMA NARROWS AIRPORT ADVISORY COMMISSION

Regarding any items on this agenda, or any other issues:

Call:	(253) 798-7250 (Airport Administration)
Fax:	(253) 798-2740
Mail:	Tacoma Narrows Airport Advisory Commission 2702 South 42 nd Street, Suite 201 Tacoma, WA 98409-7322
Email:	pctnaac@co.pierce.wa.us
Submit comments online:	www.piercecountywa.org/tacomannarrows (click on “contact us”)

TNAAC Next Meeting

Date: Thursday, March 9, 2017
Time: 6:30 PM
Location: Location TBD