

**TACOMA NARROWS AIRPORT ADVISORY COMMISSION
MEETING SUMMARY**

Tuesday, July 10, 2018

A regular meeting of the Pierce County Tacoma Narrows Airport Advisory Commission (TNAAC) was held on Tuesday, July 10, 2018 at 6:30 PM. The meeting was held at the Tacoma Narrows Aviation hangar, 1302 – 26th Ave. NW, Gig Harbor, WA 98335.

- **Call to Order & Welcome**

Chair Wiley Moore called the meeting to order at 6:30 PM.

TNAAC VOTING MEMBERS	
Present:	Wiley Moore, Chair Kurt Grimmer, Vice Chair Bob Felker Michael Murphy Larry Fickel Al Abbott BJ Bergevin
Excused:	Brad Pattison, Brian Durham
TNAAC NON-VOTING MEMBERS	
Present:	
Excused:	Michael Perrow, City of Gig Harbor; Derek Young, Council District 7
PIERCE COUNTY STAFF	
Present:	Lauren Behm, Administrator Cindy Willis, Office Assistant
VISITORS	
Present:	Eight members of the public signed the attendance sheet.

- **Approval of Prior Meeting Summaries**

By motion (Felker/Abbott), the meeting summary for April 10, 2018 was approved unanimously.

- **Visitors and Petitions**

(Public comments are limited to 3 minutes per person on non-agenda items.)

None.

- **Reports**

- Lauren Behm, Administrator, provided her report.

- ✓ Collision Avoidance presentation – Cpt. Aaron Peercy, USAF, had a conflict and is unavailable tonight; we'll reschedule his presentation for our October meeting.
- ✓ 2018 Budget review – Lauren Behm said we've started a quarterly variance analysis of the airports. This initial packet shows each budget item, the methodology for developing the budget, TIW through the first quarter (the second quarter closes tomorrow), Thun first quarter, and TIW 2017 year-end financials. The budget is divided by four to determine the period amount. On the left-hand side of the first sheet, it describes each category. Fuel sales are a bit low, but are seasonal and will be higher in the summer. Funding for our capital budget is 95% from grant money (state and FAA). Our big project this year is the environmental assessment for the taxiway project. We are no longer receiving REET money due to passage of a Council resolution; however, they did backfill with general fund money for 2018 (\$500,000). Michael Murphy asked if general fund money will be ongoing; Lauren said we're asking for it. She presented to the EIDC last week and said we'll ask for general funds for the next 5-6 years; the Executive could have different ideas, but there's support for airports on our Council. We do budget estimate updating and move money between categories on a quarterly basis as needed. We'll be turning in a grant application for the environmental assessment. The general fund paid \$800,000 for our ferry loans so we don't have the burden of that loan; one ferry loan was paid 2016 and one in 2018; we're done—there are no outstanding loans. Bob Felker asked about hangar improvements. Lauren said we've installed a steel beam in the first hangar and have ordered more beams and will get them installed so a few more hangars will be available for lease. Major renovations are not planned in the next few years; we hope to build new hangars rather than renovating what we have. Michael Murphy said Jay told him the first beam went in easily; we had help from other Public Works divisions; they should be done soon. We now have 15 on our TIW waitlist. Wiley said he's more interested in looking to the future and how we'll get there. He wants a schedule of how the TNAAC can review and provide input for future budgets. Michael wants to see projects we're doing and their priorities. Lauren will bring a specific list of larger dollar maintenance projects to get feedback for prioritization. Lauren said the back sheet shows 2017 when we had a surplus of over \$500,000; we banked some REET money. We have some financial health and can live within our means. We must be responsible with the money given to us if we expect to see more.

Lauren said the departments have submitted their budgets to the Executive; now the Executive is assembling his budget package and will submit it to Council mid-late September. At that point, Lauren can release our budget to the TNAAC; we can discuss it at the October meeting and offer recommendations. In October/November, it goes through the Council hearing process. The timing works well for TNAAC discussion; Lauren recommends a letter to Council/Executive with TNAAC recommendations; back that up with public testimony at Council meetings. Wiley was concerned about the opportunity to provide recommendation. John Jolibois, Council Assistant to CM Derek Young, said departments are notified about their date/time to speak; it will be in October. Lauren said that our next meeting is October 9; we will get the budget distributed as soon as possible. Michael Murphy said he'd like to see the capital projects and improvements before the budget goes to the Executive. John Jolibois said that CM Young has money in mind for capital projects. Wiley said he'd like an airport

manager—hopefully that’s in the budget. Lauren said we have an FTE in the budget for 2019; it would be helpful if the TNAAC advocated that the position be filled. That person would be shared with Thun Field. Lauren will specifically oversee ferry operations; the new person would take on more of the airport responsibilities. Wiley asked about timing; Lauren said she thinks we’ll have sufficient time to get a recommendation to the Council. Larry Fickel said he’ll need to hear from customers before he can give an intelligent recommendation. Lauren said when agenda packets go out, they will include budget information and we will take public comment. Al Abbott asked if there’s adequate time; Lauren said we could have a special meeting if necessary. BJ Bergevin asked about emailing a questionnaire looking for input. Lauren suggested the TNAAC compile questions and get feedback ahead of the meeting. Wiley said he thought questions would be more open-ended regarding the big-ticket items and priorities; it doesn’t need to be elaborate. Lauren said we give the Executive the big picture; we might want to include specific projects. Wiley wants to be sure that business owners are getting what they need. Michael Murphy said this budget information is from the 35,000-foot level; it’s not detail. Lauren said we can flesh it out for the next meeting. She will check that it’s ok to release it.

- ✓ Six Year Plan – Lauren shared some details for 2018: weatherize the HeliTrak Bldg., repair doors and the Hub roof. We’ll install water meters so we can continue to grow. The FAA wants us to do a landside study in 2019 to determine the fleet mix and our needs (including west side development). There will be lighting upgrades. TIW is the ninth busiest airport in Washington for operations (including SeaTac and Boeing Field); we’re seventh in the state for general aviation. The Council is beginning to see this as a viable airport where they can invest money. The Six Year Plan helps us to create airports that are financially sustainable and we won’t need to ask for money every year; that requires commitment and investment over the next six years. Lauren made her presentation to the EIDC on June 26; it’s on PCTV if you want to watch it. Bob Felker asked about the Hub roof; will there be seating on top? Lauren said that would require an elevator due to ADA; a roof idea would have to be in partnership with the Hub—we could not fund it alone. The Hub is now enhancing the patio area; the roof project includes patching. Michael Murphy asked if we have a capital reserve study; Lauren said we don’t. Kurt Grimmer asked if the Council has adopted the 6-year plan; no, they just heard about it. Lauren said a general commitment to the concept seems supportable and she hopes to get an answer soon. Kurt Grimmer said there’s enthusiasm for economic development of airports. John Jolibois said two of the seven CMs have airports and economic development is a priority for the Council.
- ✓ FAA meeting update – Dennis Hanberg and Lauren met with the FAA. We got approval to lease out two properties outside the fence for non-aeronautical uses. Overall, it was a good meeting. We schedule a monthly call with the FAA planner to move our projects forward more quickly. We want to have a better relationship for compliance issues and the grass landing strip, relationship building, sharing expectations, and their role in supporting us. It was a good step in the right direction. Larry Fickel asked what’s going on with the grass landing strip. Lauren said the FAA said that federal guidance on that topic needs to be updated. She will have Nick Lacsina, our management analyst, submit the 7484 form to request approval; that will force the FAA to tell us why they say NO, instead of just NO. We need understand that to get to YES. Wiley asked if Lauren is free

to offer the properties and get them productive soon. Lauren said the regulations governing use of those properties have expired; they'd just need a pen and ink change to the ALP for FAA approval. Jay PerryCook said Bonnie Malgarini is working it. Doug Fratoni asked why we weren't allowed on the grass. Lauren said due to the presence of endangered larks, nothing is allowed on the grass during Wings & Wheels. At least we don't have endangered pocket gophers like the Olympia Airport has.

- ✓ Thanks to outgoing TNAAC member Michael Murphy – Lauren thanked Michael for his dedicated service and insightful questions. Michael said he's the PAC representative on the TNAAC and his term with the PAC is expiring. We'll keep him on the mailing list. Wiley also thanked him. Lauren said we're working with the Executive's office to get a new PAC member. Terry Lee's position needs to be filled from within PenMet Parks.
- Operations & Maintenance Report – Lauren presented for Jay Simons. The Road Shop has filled several potholes in the last few weeks. We have three more beams to install for hangar door reinforcements. Our waitlist is up to 15 people. The taxiway is being painted Friday. We've been busy with Wings & Wheels preparation. Jeff Stillwell said that Tacoma Narrows Aviation's new facility is due to open the end of July or later this summer.
- Tower Report – Bonnie Malgarini has moved to a new position with the FAA and is enjoying her new role. Dave Melander is the acting tower manager; he was not able to attend tonight, but if he gets the job, he'll plan to attend TNAAC meetings. The tower count for June was 9,219 operations; last June's was 10,047.
- Commission Reports
 - ✓ Community events at airport – BJ Bergevin said there are growth opportunities at the airport and in the community. The challenge is to start building more community involvement with people who may not be aware of this airport that pre-dated their arrival. He suggested that Wings & Wheels, the drive-in/fly-in movie night, runs on the airport, and working with schools and scouts will bring visibility of this asset to the community. Whatever we do for the community must account for users' (businesses and pilots) needs first. BJ wants to start a dialogue—think outside the box, work with FoTNA, get more visibility, find events that would be interesting. He just wants to start the conversation and get more engagement. A questionnaire could be helpful to get input. Larry Fickel thanked BJ for starting the discussion. The Juranich brothers' plans for a museum could be a huge draw; they could have weddings there, company retreats, multiple options. Wiley thinks the Juranichs have a well-timed plan; maybe we could touch base to help them on their time table. Most in this room are businesses or pilots who use the airport; what would it take to get the community to show up here? Maybe we should have our meetings at the school. Bob Felker said the chamber would love to help. Lauren said the chamber has asked her to speak at its Thursday morning meeting; that's a way to make a connection. BJ said Boy Scouts offer a merit badge for aviation; we have a tower, planes, jets, experiences, and people who teach avionics classes. Wiley suggested training Boy Scout leaders with pilot resources—and don't forget the Girl Scouts. Hans Kueck said the museum will be a tremendous draw. Kurt Grimmer said the school district could bring kids down and have classroom sessions for all age groups; get high school students excited about aviation. Al Abbot suggested a community newsletter to promote the airport. Rotary or business groups could meet

here. Jay PerryCook has met with the Peninsula School District; maybe a TNAAC member could attend their quarterly meeting. Lauren wondered if there's interest in a subcommittee to work on this project (no quorum); that would be a good way to keep momentum going. Wiley said sometimes smaller is better. BJ said he had the initial idea, but there's lots of expertise and experience here; he's happy to put it together, but needs help; maybe gain community participation also. He doesn't want to compete with FoTNA. Larry Fickel said that's not a problem; we all want the success of the airport and this community. Michael Murphy said we might want to expand the Commission to include a chamber or school district member. Lauren said there's an at large position for the Gig Harbor Council; we should reach out to him to attend.

- ✓ FoTNA Fly-In/Drive-In Movie Night – Warren Hendrickson is a pilot, tenant, and FoTNA member. August 25 is our movie night. It's co-sponsored administratively by the Gig Harbor Film Festival; financial sponsors have included Pierce County, Gig Harbor, and the Juranich brothers); the steering committee has eight members who meet every few weeks. This year's movie is Planes: Fire and Rescue (Planes II). The gates open at 6:30 with tickets at \$5/person; bring your lawn chairs and blankets. There will be a beer garden, Hub pizza, a BBQ restaurant, as well as free popcorn, ice cream, and water. Classic cars will be displayed. We're trying to advertise more; at Wings & Wheels, the flying club handed out movie flyers to all entrants. Our capacity is 400-500. We are competing with the annual Bremerton fly-in, but it ends at 3:00. It's an outdoor movie shown on the east wall of the PAVCO maintenance hangar on an asphalt area covered with carpet. Parking will be on the airport and along 26th. The Gig Harbor Film Festival will provide volunteers. We have posters to distribute. The website is www.gigharborfilm.org. Jay PerryCook wondered if it would be appropriate to offer rides for sale.

- **Old Business**

- **Update on Signage** – Lauren said the 2018 budget contains \$15,000 for signs; perhaps we can find some additional money. She needs to reach out to the business owners to figure out the plan for who's listed where. We'll be working on this over next quarter. We hope to purchase signs this year even if installation occurs next year.
- **Wings & Wheels report** – Doug Fratoni with the Tacoma Events Commission doesn't have hard numbers, but his best guess is that over 4,300 people paid for tickets over two days; that doesn't include staff, volunteers, tenants and their guests, so there were close to 5,000 at the airport. Saturday weather was a low ceiling. TEC hasn't yet committed to next year; we are in the black. We had parking issues and were short of volunteers—could have used 20-25 more per day. We share gate receipts with non-profits. Rotary didn't come this year; Al Abbott said the notice came too late. Doug said next year's date would be the weekend after July 4. Doug thanked Pierce County for its extra work to help us. He also thanked Tacoma Narrows Aviation for their help, along with the Hub, HeliTrak, and Jay PerryCook. More sponsors would be great. TEC will be having meetings later this month, and we'll meet with Pierce County in August. Lauren said she wants a 'go/no go' decision by October 1 to allow time to get the bigger pieces in place; Doug would prefer earlier than that. He said we're looking for folks to help us plan the event. BJ wondered if it could be too successful – parking issues. Airport capacity is about 5,000/day for comfort and safety.

Someone asked if the 2-day event was a success; Doug said TEC will discuss that internally. Lauren said it takes a while to get a 2-day event working well. Doug said the main cost is to bring in performers. A second day provides weather protection and opportunity. We had fewer than 1,000 people on Saturday due to the misty conditions. We could park only on one side of the street and can't park on the grass inside the airport. Tenants must have the ability to taxi out and fly if they choose. Doug had invited other car owners, but they don't go outside if it's misty. Motorcycles were invited Saturday; we may need cars both days. Larry Fickel thanked Doug for all their hard work; he wondered where most of the attendees live. Doug wants to do survey, but didn't; it would help for marketing. He thought most were from the peninsula—not a lot of Tacoma traffic. Jay PerryCook said of the 10 rides he gave, no one was local.

- **New Business**

- Wiley asked about the accident last weekend. Lauren said we could compile some information and ask for a report from the NTSB. Wiley asked if there was any airport cause; Lauren said she didn't believe so—was told it was pilot error, not due to the airport layout or tower. It was a gyrocopter and everyone walked away. Jeff Stillwell said he witnessed it and it was uneventful; they over-rotated and caught the rotor. He offered aid, but it was declined; fire trucks were here in about three minutes with five emergency vehicles. We shut down the airport for two hours and swept the runway.
- Wiley said that Brad Pattison had expressed concern about PAVCO's limited ramp area; Wiley has also talked to Mike and he said he saw little result in discussions with the County. Wiley said we want to help our businessmen. Mike is expanding his flight school, and if he's getting pinched, so are others. How are we using ramp space? Lauren is working on it; we're trying to move the Customs' box. Jay PerryCook asked about a dead airplane policy; Lauren said if they're paying for a tie-down, there's not much we can do to move them out. AOPA is trying to get airport services competitively priced; airport managers need to work with the FAA to delineate ramp space.

- **Adjournment**

The chair adjourned the meeting at 8:11 pm.