



9850 64th Street West
 University Place, Washington 98467-1078
 piercecountywa.gov/ppw

TACOMA NARROWS AIRPORT ADVISORY COMMISSION
Meeting Summary
October 12, 2021

A meeting of the Pierce County Tacoma Narrows Airport Advisory Commission (TNAAC) was held on Tuesday, October 13, 2021 from 6:30 to 8:30 p.m. in-person at Rainier Flight Services, with the option of joining via Zoom.

- **Call to Order & Welcome**
 Chair Tim Toerber called the meeting to order at 6:33 PM.
Motion (Natalie Wimberley) to begin the meeting.

TNAAC VOTING MEMBERS	
Present:	<input checked="" type="checkbox"/> Tim Toerber, Chair <input checked="" type="checkbox"/> Kurt Grimmer <input checked="" type="checkbox"/> Wiley Moore <input checked="" type="checkbox"/> Natalie Wimberley <input checked="" type="checkbox"/> Carl Hicks, Jr. <input checked="" type="checkbox"/> Missy Hill
Excused:	<input type="checkbox"/> Bob Felker <input type="checkbox"/> Patricia Peterson <input type="checkbox"/> Brad Pattison <input type="checkbox"/> Garth Jackson, Vice Chair
TNAAC NON-VOTING MEMBERS	
Present:	<input checked="" type="checkbox"/> Rod Propst, Pierce County Airport Manager/Airport and Ferry Administrator
Excused:	<input type="checkbox"/> Derek Young, Council District 7 <input type="checkbox"/> Tracie Markley, Gig Harbor Councilmember <input type="checkbox"/> Dave Morrell, Council District 1
PIERCE COUNTY STAFF	
Present:	<input checked="" type="checkbox"/> Rod Propst, Airport Manager/Asst. Administrator <input checked="" type="checkbox"/> Trevor Threde, Airport & Ferry Administrator <input checked="" type="checkbox"/> Justin Vanslyke, Pierce County Airport/Ferry Operations Coordinator <input checked="" type="checkbox"/> Kim Schwannecke, Pierce County Office Assistant
VISITORS	
Present:	Approximately 15 members of the public joined the Zoom meeting and 3 in person.

- **Approval of Prior Meeting Summaries**

Meeting Summary – July 13, 2021

Motion Wiley Moore and Natalie Wimberley passed unanimously to approve the meeting summary as written.

- **VISITORS AND PETITIONS:** *Public comments are limited to 3 minutes per person on non-agenda items*

No public comments.

- **REPORTS**

- **Dash Air Shuttle – Clint Ostler**

Part of the purpose of the TNAAC is to help the community balance the growth of the airport and help mitigate the impact of the growth of the airport. Dash Air Shuttle is in the process of forming a regional airline in the Pacific Northwest, with charter flights from Port Angeles to Seattle. Their goal is to move to an electric platform within 3-5 years. Tim Toerber asked if there have been any challenges. Clint Ostler stated that they have a grant from the USDOT and a local community grant, and they have been eager to get started. Ostler stated that community and airport have been very supportive. Toerber asked about the future route structure with electric aircrafts. Ostler stated that they are trying to find markets about 100-150 miles away from SeaTac that are relatively difficult to get to. For example, Port Angeles can be difficult to get to from SeaTac. They are looking to be a compelling alternative to driving. Ostler stated that electric aircraft could lower the cost of travel, as savings could be 30-40%. The future includes a lot more point-to-point flying with a green platform that is quiet and carbon neutral. Natalie Wimberley asked how many years until we can get the electric infrastructure. Ostler stated that they have been working with the FAA to get certified. Airplanes are denser than a car, but the technology is beginning to catch up, allowing us to fly further and further. Ostler stated that he believes that it will be certifiable in about 5 years and there will already be a broad acceptance of electric aircrafts. One aircraft manufacturer is in Arlington called Alice. An Italian company with Norwegian Airlines is also creating an electric aircraft.

- **O&M Report – Rod Propst and Justin Vanslyke presented a PowerPoint**

Propst introduced the new Airport and Ferry Administrator, Trever Threde. Threde comes from within the County as a Strategic Planner and former Navy. Threde stated that he is excited to work with and for everyone here.

General Aviation Security Assessment Results: Propst stated that there were only 15 responses to the General Aviation Security Assessment. The comments included the gates and fences not being secure, and a desire for security cameras. Propst is recommending that we reissue the General Aviation Security Assessment in the form of a survey, in hopes of getting more responses. Propst stated that he cannot justify making changes to the airport rules and regulations with only 15 responses. Toerber asked if there were any unique ideas that came out of the responses. Propst stated that most people commented that the gates being left open and the fences being cut does not create a secure airport. Other comments were that security cameras would help create a more secure airport. Propst stated we need to write a security plan and emergency plan for both airports, similar to a snow control plan. Wiley Moore stated that he went through the assessment, and he would be surprised if we found more

information. Moore asked if we can just go on from here. Propst stated that we did not do a good job putting an assessment together that was easy to answer, since we used a federal assessment. Propst stated that we need to get a better survey and email it to our tenants. Propst stated that he is looking for the tenant's input on what needs to change and needs more than 15 responses in order to implement any change. Moore stated that the survey was great for a big airport but not for our smaller airport. Moore agreed the information needs to come from our users. Moore emphasized to make the survey a lot easier; Propst agreed and stated that he will work with his communications team to create a simplified survey. Toerber stated that Kurt Grimmer has joined the meeting. He then stated that there are some General Aviation items that Pierce County can turn over to the tenants and Condo Associations. Toerber gave lighting as an example. Propst stated that we can certainly have a discussion on that, and Risk Management stated that we can sign hold-harmless agreements. Moore stated that he is a Condo owner, and the Condo Board has the lighting as one of their to-do items this year, with the intention of changing to LED lighting.

Commercial Operating Agreement Status: Vanslyke stated that we are working to ensure that commercial businesses are insured and has Pierce County as additionally insured. So far, all but one Commercial Operating Agreements have been received. Propst stated there are about 10 or 11 agreements and we are over 90% complete.

Hangar Inspection Results: So far there is only one hangar that has not been inspected. Once that is inspected, we will reach out to the small handful of tenants who are not compliant, to give them the opportunity to become compliant. Toerber asked what the time periods are for the next steps. Vanslyke stated that we are giving tenants a reasonable amount of time and we will be flexible. Toerber asked if those who are not complaint will be put on notice. Vanslyke stated that is correct. Vanslyke stated that to be FAA compliant, hangars should be primarily used for aviation. Vanslyke stated that the Condo Hangars are inspected yearly, and he inspects the County Hangars monthly. Toerber asked about the Hangar Waitlist. Vanslyke stated that we have about 40 people on the waitlist currently, and we currently have 2 tie downs available. Toerber asked about paying to stay on the waitlist. Vanslyke stated that it is \$50 to get on the waitlist and \$50 a year to stay on the waitlist. Propst stated that this was approved by Council and it is in the ordinance now. Moore asked if there is any progress on derelict aircrafts. Vanslyke stated that no, everyone is paying and current on their payments. Propst stated if we tow these airplanes, we would be financially responsible for these aircrafts.

- **Noise Complaints** – *Vanslyke continued the PowerPoint*

Vanslyke shared that noise complaints have gone down since the summer air show. Since October, we have had 3 complaints. We have a noise complaint link on our website, along with a county phone number. Toerber asked if we receive more noise complaints in the summertime. Vanslyke said yes, due to north flow and flight schools.

- **Tower Report** –*Dave Langford*

Dave Langford shared that air traffic has increased, and Renton has closed their runway to touch and goes due to construction. Langford stated that he is trying to change the departure procedure on the north flow, which has pilots make a west point turn.

Langford has sent in a request with the FAA to change the flight path, but that will take

about 18 months. If his request is approved, it will alleviate some of the noise. Langford mentioned there was a comment about extending tower hours. He stated that the FAA does not usually extend the hours. Langford mentioned building a tower on the other side of the airport will not happen due to infrastructure costing \$10-15 million. Langford mentioned that the grass area that has been used for helicopter operations is rarely in use. He stated that the issue with cones on the grass area is that there is no defined edge; because of that, any operations will be sequenced with runway traffic. Starting November 1st, Robert Hasslinger will be the new ATM and will be here at the facility.

- **Commission Reports – Tim Toerber**

TNAAC Board Member Leadership Nominations: Toerber stated that he has served as the President with Garth Jackson as the Vice President. Brad Pattison and Bob Felker have completed their terms and we will have those two vacancies posted: Community and Airport User. Moore asked if Toerber is interested in staying on another year and Toerber stated yes. Toerber was nominated for President, and Wimberley was nominated for Vice President. Wimberley stated that she is happy to learn. Toerber stated that we will vote in January 2022.

- **Council Report – There were no councilmembers present to report.**

Propst stated that we are in the two-year Budget Cycle. The Executive has sent the Budget to the County Council and is in the process of answering questions. We are looking at Hangar Rent going up 5% this year and 5% next year. Toerber stated that the purpose of this Commission is to advise the County Council. He asked if there is any way we can get better awareness of issues or airport agenda items that are in the County Council meetings. Propst stated that County Code stated that any changes to rules and regulations have to come through the Commission first, but the code does not mention anything with the budget. If the budget is important to the Commission, than the County Council needs to propose a change to the Pierce County Code. Pierce County gives input to the Executive, but the Executive will submit their proposal to the Pierce County Council. Toerber stated that the Commission should take this issue on, to better inform the Council of better opportunities that the airport can provide. Dave Morell may be a good resource to check in to see what more the Commission could do.

➤ **NEW BUSINESS**

Financial Report: Vanslyke shared Tacoma Narrows Airport budget for 2020-2021:

2021-2021 Revenue		
Capital	To-Date	Budget
FAA AIP Grant	192,265	949,500
CARES Grant	30,000	-

WSDOT AIP Grant	6,149	52,750
Sub Total	228,415	1,002,250
Operations	To-Date	Budget
Hangars	532,239	526,056
Tie-Downs	18,806	18,000
Commercial Leases	836,875	1,046,120
Fuel	51,032	45,200
Transient Fees	1,500	600
Sub Total	1,440,452	1,635,976

Total Revenue: 1,668,867 To-Date; 2,638,226 Budget

2021-2021 Expenditures

Administration	To-Date	Budget
Salaries & Benefits	66,116	45,180
Supplies, Travel, Training	4,407	6,600
Overhead	359,927	502,920
Sub Total	430,449	554,700
Capital	To-Date	Budget
Salaries & Benefits	6,821	13,240

Professional Services	235,290	1,055,000
Sub Total	242,111	1,068,240
Operations	To-Date	Budget
Salaries & Benefits	313,141	409,590
Supplies, Travel & Events	8,114	57,960
Professional Services	75,210	69,060
Utilities	92,767	129,000
Repairs & Maintenance	245,025	187,320
Sub Total	734,257	852,930

Total Expenditures: 1,406,817 To-Date; 2,475,870 Budget

Propst stated that we lost money when Helitrak left. To date, we are at about 63% of our Revenue Stream. Moore asked if the Commercial Lease Capital includes the Condo Association. Propst stated that the Condo Association is a Land Lease. Moore asked where that is located on the chart, Propst stated he will look into that. Propst stated that we are under budget for expenditures, so we made more money than we spent the past two years.

Vanslyke shared our proposed budget for 2022-2023:

2022-2023: Revenue		
Capital	2022	2023
FAA AIP Grant	2,263,720	6,795,000
CARES Grant	125,760	377,500
WSDOT AIP Grant	125,760	377,500

Sub Total	2,515,240	7,550,000
Operations	2022	2023
Hangars	291,031	315,780
Tie-Downs	10,900	12,560
Commercial Leases	523,060	523,060
Fuel	22,600	22,600
Transient Fees	300	300
Sub Total	847,891	874,300

Use of Fund Balance: 2022: 4,915; 2023: 9,170
Total Revenue: 2022: 3,368,046; 2023: 8,433,470

2022-2023: Expenditures

Administration	2022	2023
Salaries & Benefits	31,760	33,450
Supplies, Travel, Training	4,500	1,500
Overhead	232,535	243,740
Sub Total	268,795	278,690
Capital	2022	2023
Construction	1,965,240	7,550,000

Professional Services	550,000	-
Sub Total	2,515,240	7,550,000
Operations	2022	2023
Salaries & Benefits	202,320	206,980
Supplies, Travel & Events	18,610	18,610
Professional Services	41,500	48,000
Utilities	45,281	55,320
Repairs & Maintenance	153,640	118,000
Sub Total	461,351	446,910

Total Expenditures: 2022: 3,245,386; 2023: 8,275,600

Vanslyke stated that in 2022/2023 we are looking at obstruction removal and fencing, and some of the planning for the relocation for the parallel taxiway. 2023 also includes some of the Thun Field obstruction removal. Toerber stated that the airport has the option to use the money from the CARES grant earlier if there is a need that arises in 2022. He also stated that the AIP Grant's first big project will be the planning and design work of the taxiway. Propst stated that in May of 2022, the Environmental Assessment for Thun Field will be \$450,000. In May 2022 Tacoma Narrows Obstruction Removal and Fencing will be about \$2 million. The design of the relocation of the parallel taxiway at Tacoma Narrows Airport in May of 2022 will be about \$600,000. Obstruction Removal at Thun Field in May of 2023 will be about \$650,000. Finally, the actual construction of the parallel taxiway is forecasted to cost about \$7.5 million in June 2023, completing in October of 2024. Propst stated that this will most likely become closer to \$10.5 million. Funding will come from the FAA and 5% from the state, with a 5% local match. Wimberley asked if the FAA will be providing funding for electronic infrastructure. Propst stated that they have a national priority ranking: safety and compliance standards are at the top, electronic infrastructure and hangars are at the bottom. Toerber mentioned that we need to comply with the standards to receive future FAA funding.

Toerber stated that this information is very helpful and some comparisons to Thun Field may be interesting to look at. Moore stated that this is better information than we've had for 5 or more years, if ever. Moore stated it would be nice to have some input in expenditures but overall, this information is wonderful.

Volunteers at the Airport: Vanslyke stated that Pierce County has reached out to Risk Management, who approved volunteers but did say we'd need a waiver. Vanslyke stated that we are waiting to hear back from Risk Management about the waiver. Moore mentioned that Risk Management shot down mowing and asked to what limits that are to help. Propst stated that we do not have the waiver form yet, so we're not 100% sure. Propst stated that Pierce County does not have the time to organize volunteers, so we would look to the Advisory Commission to find a list of projects they'd like to complete and organize volunteers. Toerber stated that we have a lot of people who would be interested in helping and asked Vanslyke and Propst to come up with a list of their top ten projects that volunteers can help with.

TNAAC Board Updates: Kim Schwannecke shared that the TNAAC has a Community Resident vacancy and an Airport User vacancy and applications can be found here:

Community Resident: <https://goo.gl/FP6EC5>

Airport User: <https://goo.gl/FP6EC5>

The board also thanked Bob Felker and Brad Pattison for completing their terms with TNAAC, as well as Toerber and Wimberley for extending their terms.

- **Adjournment**

The meeting was adjourned at 7:44p.m. Motion of Adjournment given by Toerber and Moore.