



**TACOMA NARROWS AIRPORT ADVISORY COMMISSION
 MEETING SUMMARY**

Tuesday, May 14, 2019

A regular meeting of the Pierce County Tacoma Narrows Airport Advisory Commission (TNAAC) was held on Tuesday, May 14, 2019 at 6:30 PM. The meeting was held at the Tacoma Narrows Airport office, 1202 – 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 Larry Fickel, Vice Chair Kurt Grimmer Bob Felker Brian Durham Brad Pattison – arrived 6:38 p.m.
Excused:	
TNAAC NON-VOTING MEMBERS	
Present:	
Excused:	Michael Perrow, City of Gig Harbor; Derek Young, Council District 7
PIERCE COUNTY STAFF	
Present:	Debi Ross, Interim Administrator Cindy Willis, Office Assistant
VISITORS	
Present:	Ten members of the public signed the attendance sheet.

- **Approval of Prior Meeting Summaries**

By motion (Felker/Grimmer) passed unanimously to approve the minutes of January 8, 2019.

- **Visitors and Petitions**

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

1. Doug Fratoni, Wings & Wheels coordinator, announced that the airshow would be on July 6-7 from 11:00-4:30. There will be VIP parking, a car show on Saturday, more vendors than last year, and lots of planes—it’s going to be great. Doug listed the line-up of aircraft coming. There will be a beer garden, a chalet for close seating and food service, and he’s

recruiting volunteers. He'll share profits with non-profits who volunteer. There are three volunteer groups coming from McChord. The airshows will be identical both days. The air boss is not allowed to clear or launch anyone who has not signed a waiver. It's a busy line-up, so there will be virtually no access to the runway between noon and 4:00. We're working with the County to get the word out and will issue NOTAMs. We'll post on Facebook; the City of Gig Harbor is doing rack cards; Doug has posters to distribute to businesses and business cards available. Torsten Arnold asked about gate access through the south gate. Doug said condo owners will get to their hangars using their gate cards. RFTS will man the north gate; the public entrance will be at the Tower gate. The public won't go south to the condo area. Let Doug know of any concerns.

- **Old & New Business**

Dennis Hanberg, Director of Planning & Public Works, introduced Debi Ross, our new Interim Airport & Ferry Administrator. He said that Lauren Behm had left the County. Debi Ross is a wonderful asset to the department with a great background in organizations, process improvements, and communications. She will fill the gap while we search for a replacement. During her first week here, the ferry dock broke, the drydock company went bankrupt, the Christine Anderson tried to leave the dock without untying, and the sprinkler system sprayed water on cars on the ferry deck. We hope things improve for Debi.

Dennis said he has succeeded in adding the assistant administrator position; he got approval at budget time, then it got lost in paperwork, so it's taking longer than anticipated. Debi is not applying for the position, but she will keep us moving forward during this 4-6-month transition. Improvements are at the top of our agenda.

Appointments/Vacancies – Dennis said we have a few vacancies on the TNAAC. The Exec's office where appointments are made is taking some time to re-evaluate all boards and commissions, terms, etc. before moving ahead to fill positions. Maia Espinoza is working on it.

Budget – Dennis said Airport & Ferry has two budgets—one for the ferry and one for both airports together. Dennis said the Exec doesn't believe the budget is a budget until he presents it; that makes getting info out early to the TNAAC difficult. Our next budget is a 2-year budget with a supplemental in between. Our budget has revenue lines (leases, fuel) and expenses (manpower, maintenance). There's not a big profit there, just a slight surplus. Capital improvements are longer term to improve assets. A priority for 2020 is installing around 40 water meters; we're concerned about having enough capacity because we don't know how much water per unit is being used. We're looking at possibly expanding water rights; we probably wouldn't sell water across the street. Our service area is within our fence and properties within our control. We have some unique opportunities and want to generate revenue. We need FAA permission to identify properties that are not aviation-based.

Wiley said the TNAAC didn't feel engaged in the budget process. He understands the Exec's position, but as a commission, we'd like to provide help. It appeared TIW was profitable, but PLU got some of our money. If that's going to happen again, give us a heads-up and let us get engaged. Dennis said we'll have submitted preliminary budget responses before July. He can talk about buckets of money, but not a lot of specifics. Recommendations for priorities for

capital improvements would fall to the TNAAC. Wiley said tax money should be spent here. Dennis said the REET fund is no longer available and we've had to rebalance. We'll request capital in the General Fund.

Debi Ross said she would love to see the TNAAC provide its top 10 list of priorities. Wiley said by the July meeting, maybe we'll have ideas to give you. Dennis said we have developed a 6-year plan as a starting point. Brad Pattison asked about FAA projects. Dennis said there are land use projects inside the fence, and some outside which require an environmental assessment. The plans to redo the storm pond and taxiway are the most expensive. There's also reducing taxiway width and working around to the other side to purchase property. Dennis's frustration is that the FAA says we can't buy property until these other things are done. Brian Durham asked about timelines. Dennis said it will be 2022 before construction could occur on the taxiway and storm pond. Brian said we'd like a list of projects and timelines for when they're to be done. The compass rose can't go in until other things are done; we need a vision. Debi said she's seen the Master Plan, but not the step by step components to get there. Dennis said we have a matrix that shows 6-years' worth of projects with markers.

Dennis said last year, neither commission came to the Council budget meetings, but your presence was felt. There was concern about need for additional staff; he took the idea to the Exec, but it didn't come out the way he wanted. We finally did get approval for an airport manager and a separate ferry manager. Dennis said there will be some overlap in training so one can cover when the other is gone. We need to put out a requisition and hire them. Brad Pattison said it's important that the airport manager have airport training and experience. Dennis said he's looking for the best candidate available.

Airport Signage – Wiley said we got signage, but the size is small. Dennis said he's disappointed in the size and readability, but he had to follow the code. They've been permitted and approved; he's hoping to make them a little bit larger. The permit is for wayfinding signs, not advertising, but he thinks he can get a variance for bigger signs. Wiley noted that some tree limbs are blocking the sign on 26th. Brad said it's a huge improvement.

John Vodry will talk to Debi Ross about getting the Condo Association on the sign.

Dennis will help Debi with airports and Toby will help with the ferry.

Debi Ross said she's worked for Planning & Public Works since 1997; she has a master's in Public Administration, a black belt in LEAN, does strategic planning and process improvement, and knows a lot about County processes. She's enthusiastic about improvements, but also knows there are regulations to follow; she's trying to learn that balance. Debi doesn't plan to apply for the administrator's job; this is a temporary assignment. It's nice to put names and faces together by meeting with tenants tonight.

- M&O – Debi updated the Commission on several maintenance issues: The water tower gate had a problem with the detector loop and eye; we re-worked the loop and re-wired it; it now has eyes on both sides of the gate instead of a reflector. The lights on the south end were changed to LED so they should all come on/off at the same time—the project is complete. The trash dumpster with rat activity has been cleaned up and airport staff are monitoring and will make

sure the restaurant keeps it cleaned up. Approach minimums: 50 trees have been removed with three remaining to be done; Debi will check the timeline. ILS minimums are back down where they were. Let Wiley know if you see a NOTAM on the subject. Debi said airport sweeping is scheduled for June 2 between 4-8 AM; we'll begin with the runway, then other paved surfaces.

Debi asked for more information about the RAZ and Columbia Helicopter memorial; she understands that someone wants to install a memorial; if you have it, please send her a name/contact. Hangar door repair is scheduled next week; Debi will find out which hangars are involved. Hangar A of the t-hangars will get a gutter replacement; we are working with the contractor.

We'll be raising the catch basins at the south end of the airport, budget-dependent; there's a prominent dip in the taxiway just outside Dan Neil's office; Dennis said to bump up the priority. The passport mailbox has been installed at the base of the tower. Securitas patrols are out nightly at random times/routes between 11:00 pm-2:00 am; they began in February. Signage – we will be adding PAVCO to the sign inside the fence; somehow it was missed.

Wiley asked about updates to the airport and field directory. Debi said we're providing new info to the FAA. Brad said it's important to track residential permits and land use issues near the airport. Dennis said the permitting process records the existence of airports on plats; we're also putting it on each lot's title. Bob Felker asked about whether the County is helping the Hub with its patio cover; Wiley said the County should see what can be done to help them. The Hub is hamstrung by space. Dennis said we stepped up to put a winter cover out there, so he didn't know why couldn't do summer as well. Brad said the restaurant brings the community out to the airport. What about the roof issue? Dennis said they didn't replace the full roof; they just hot-mopped the leaking area and that took care of the issue to their satisfaction. Larry Fickel noted that at the Gig Harbor City Council meeting, Mark Hoppen said the governor had signed a regional airport law; we should track that down and see what it is.

Wiley extended a welcome to Debi; he appreciates her hustle to get on top of things. Kurt Grimmer thanked Debi for sharing; he asked if in the future, as you find out information, send an email to the Commission since meetings are only quarterly. Wiley was concerned about open public meeting (OPM) regulations and said the number of email responses are limited—otherwise, it could potentially become an infraction of OPM. Brad asked about the M&O list. Debi said that Jay and Justin provide this information for the update.

Tower Report – Torsten Arnold said his only complaint is that the new controller is inexperienced; sometimes it requires 2-3 minutes for takeoff clearance and sometimes he confuses right and left. The new controller needs improvement or more training, so be careful. Wiley said he'll talk with the tower chief. Cindy Willis has received complaints from airport neighbors and those in the flight path who are unhappy about repetitive flying noises, especially during early or late hours. Pilots in the audience said some flight schools go out after midnight and that's just inconsiderate. We can't know for sure where those planes begin their flights, but please try to vary your routes and be considerate of neighbors.

Commission Reports – 2019 Airport Events – There are generally a Tacoma marathon and a half marathon annually, but we haven't seen applications yet. The movie night is off this year. Kurt Grimmer noted that Juranich's Antique Hangar is available for events. That will bring more people to the airport.

- **More Old & New Business**

- Progress with Building – Condo Association – Torsten Arnold, president of the condo association, provided a brief update. We're down to 10 hangars in non-compliance with a July 1 deadline; this is good news—there are no adversarial relationships. He will provide updates quarterly to the TNAAC. Torsten said the FAA wants an aircraft in each hangar. Hangars are to be primarily for aviation purposes.
- John Vodry said he finally broke ground last week on Building G which has 15 - 40-foot t-hangars—all are sold. He's working on the footprint for Bldg. H. Wiley asked about the 78' taxiway; John Vodry said he's living with it and has moved Bldg. G over 4'. The last building will be a box hangar with the doors facing north. Dan Neil will have adequate turning room for planes. Wiley asked about his building permit; John said the FAA blessed it about six weeks ago. Someone had a question about the hangar waitlist; Cindy said we've closed it for now because it's gotten too long.
- Brian Durham is working on a pamphlet for driving on the airport; some drivers are not English speaking or haven't been on the airport before. His brochure talks about how to drive on the airport (10 mph, using flashers, and giving way to airplanes). Delivery drivers may have no clue about markings, signage, and airport rules. The pamphlet needs to be tailored to TIW. We could put it online and printed copies in Spanish and English for the kiosk by the gate. Dennis said communications staff can work with you.
- Brad offered flying for current Councilmembers and the Exec to local airports. It's a great opportunity to show them what's out there. Debi said CM Dave Morell was formerly on TFAC and might be interested. Brad Pattison, Larry Bielstein, and John Franich volunteered to fly them.

- **Adjournment**

The chair adjourned the meeting at 7:49 p.m.