

**THUN FIELD ADVISORY COMMISSION
MEETING SUMMARY**

July 17, 2018

A meeting of the Pierce County Thun Field Advisory Commission (TFAC) was held on Tuesday, July 17, 2018 at 6:30 p.m. at the Civil Air Patrol building, Thun Field, 16915 – 103rd Ave. E., Puyallup, WA 98374.

I. Call to Order & Welcome

Chair Keith Kemper called the meeting to order at 6:30 pm. Members introduced themselves.

<i>TFAC VOTING MEMBERS</i>	
Present:	J. Keith Kemper, Chair Douglas Miller, Vice Chair Mike Thompson Lyle Sindlinger John Hurlbut Marshall Collins Andrew Karlsson
Excused:	
<i>TFAC NON-VOTING MEMBERS</i>	
Present:	
Excused:	Nichole Weber, SHAC; Dan Roach, Pierce County Council District 1; Hugh Taylor, Pierce County Council Alternate
<i>PIERCE COUNTY STAFF</i>	
Present:	Lauren Behm, Jay Simons, Lissa Smith, Cindy Willis
<i>VISITORS</i>	
Present:	Four members of the public signed the attendance sheet.

II. Approval of Meeting Summaries

Motion (Sindlinger/Miller) passed unanimously to approve the April 17, 2018 meeting summary as amended.

Motion (Hurlbut/Miller) passed unanimously to approve the June 5, 2018 meeting summary as written.

III. Visitors and Petitions

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

None.

IV. Reports

- **Administration** – Lauren Behm, Administrator, said
 - ✓ Collision Avoidance presentation – Cpt. Aaron Peercy, USAF, made a PowerPoint presentation on Midair Collision Avoidance (MACA).
- **Operations and Maintenance** – Jay Simons reviewed the Thun project list item by item, including SpanaFlight electrical work. The parking lot paint will be painted before or after pavement work. Ramp vegetation removal will be done by the end of the week, including weeding and putting weed killer down; we'll work on getting FAA grant money to fill the cracks. We'll pressure wash and paint the airport main sign in mid-August when we get a lift. The t-hangar roof repair bid went out last Friday. We put it out as an on-call roofing bid and once we have someone under contract, the specifications will be developed. We will sub out other work including repainting the beacon. Tomorrow between 10:00-12:00, there's a walk-through for contractors. SpanaFlight landscaping – we removed dead bushes and want to replace them with low maintenance ground cover. The wayfaring signage had some misspelled words that have been corrected. Security cameras – we've been working with Facilities and a security company; cameras are still expensive. The big news is that Jay met with the County's Director of Security and learned we can get four patrols/night at each airport for a very low cost; we will give them a list of what to look for, the routes to take, and will vary the patrol times. The security company wants a tenant list to make sure people on the airport have legitimate business there. Jay will get a report every morning; these are all ex-military people. Once we provide maps of all buildings, an aerial photo, tenant list, and give them the scope of work, it will take seven working days to begin the patrols. The security people also want to meet the airport commissions. The cost is only \$95/month for both airports. Doug Miller suggested that they should also meet our volunteers/tenants who drive through regularly. We'll send out an email to let volunteers know when they can meet the security officers. They'll even do ramp checks. Mike Thompson inquired about the SpanaFlight landscaping; per County Code, open space requires a certain amount of growing vegetation. Mike also asked about whether any of the completed items require additional work. Jay said the AWOS had another break-in; we might use four ecology blocks or lockable bollards. Lissa Smith said someone removed the bolts releasing the latch; on the inner gate, they cut off the locking mechanism. Jay said a month ago, someone at TIW cut doors off and stole copper; they also cut the conduit with a Sawzall and were lucky they didn't cut through the power. Someone in the audience suggested that logging road gates are effective. Mike asked if we have the budget and timeframe to revisit it; Jay said not yet. Keith Kemper asked about t-hangar lights estimates v. actual costs. Jay said we were going to use existing conduit, but neither the lights nor the conduit went all the way to the end, so that required more conduit, wiring, and labor—taking longer than expected. Marshall said some LED security lights don't require hard wiring; he was curious about costs. Jay will check. Mike asked if the south end lighting is completed; Jay said yes, but he hasn't seen it at night. We didn't use the meter we installed; Mike suggested it be returned for credit. Rod Wetherbee asked about the roof repair project; he suggested a single-ply system which is less expensive, has less impact on tenants, and is a quicker application with either a 20 or 30-yr. warranty. Rod asked who does the on-call work. Lauren said the concept is that when we get a contractor on board,

he'll do the additional work. Rod asked if tenants need additional electrical or landscaping, can the County do that for us. Lauren said that Rod has a land lease which has different requirements than hangar leases; for hangars, we'll provide repair work. Trees were removed because the roots were causing problems. Andrew Karlsson suggested for SpanaFlight landscaping that we use water-efficient plants and those friendly to honey bees; someone else suggested butterfly-friendly plants.

- **Commission Reports**

- ✓ Viewing Area Report – Doug Miller said Nichole has been busy, so she hasn't talked with the Rotary yet. The Kiwanis Club is open to talking; we just need to provide a plan for the viewing area. Doug said we've considered deck plants and running live air traffic control over the loud speakers. The FAA says it must be a learning center not a playground. Suggestions are welcome. Lauren said we're taking baby steps with the FAA; the Rotary Aviation Zone (RAZ) at TIW is permitted as an interim use; she's not interested in anything but permanence. Our AOPA representative met with the FAA; there are benefits in getting the community to come to airports. The location selected by the memorial/flag pole has no value for aeronautical use. Bremerton is fighting the FAA's requirement to tear out their viewing area. A use must be deemed non-aeronautical on the ALP to be safe from removal.

V. **Old Business**

- **Master Plan Advisory Committee (MPAC) Update** – Lauren said Jeff Smith sent out a recent email. We had to provide base aircraft information to the FAA again at the end of June and are waiting FAA confirmation. After it's accepted, the FAA will review/approve the forecast chapter of the plan; they've had it since February. After that, Mead & Hunt will submit the environmental overview and wetland report. There will be no more meetings until the forecast chapter is approved. Keith wondered about an estimate for when the FAA will get back to us; Lauren said it should move quickly. Doug Miller asked if there's anything we can work on while we're waiting. Lauren said that Nick is working internally with Traffic on the feasibility of runway extension options and a preferred alternative for the road revision on 160th; there is some research/data collection occurring, but nothing for the MPAC at this point. Keith asked if it includes land purchase for runway relocation; Lauren said she'll talk to the ROW people to see how the process starts and whether it will require relocation.

Lauren brought up one more administrative item. We forwarded a notice from the FAA that the Dept. of the Army is requesting decommissioning of beacons at Ft. Lewis. They're taking comments through August 20; the contact info is in the email. Marshall Collins said the GPS overlays take care of it, so it's not an issue.

- **Economic Development – 6-Year Plan** – Lauren said based on feedback from the economic development task force and evaluation of needed projects, we developed a 6-year plan that shows proposed projects. We usually do this for FAA projects, but because we want money from Council, we're showing all projects (landside included). In response to a resolution to remove REET funds from airports, we're asking for general funds to replace the REET money. Including some one-time investments, we'll be asking for over \$7 million over the six years to cover our projects. Our hope is to reroof the hangars and install new doors in 2020-21; in 2019, we hope to build two hangars on the lot we cleared. Remember that this is an ask, not guaranteed. The EIDC is receptive to it and we think we have Council votes to support it. The Council may do a menu approach or could extend the plan to 10 years. We are

having lots of conversations with our policymakers about investing in this airport and what it takes to become financially solvent; that's our goal. We'll set aside money for preservation and future projects. We'd believe we'd generate \$250,000-300,000 of revenue/year with this money to take care of ourselves. By having a fund balance, we'd be able to build on the east side of the airport. She made the same presentation to the Executive; they'll decide how to move forward and we're excited to hear what they choose to do. We will probably know in November at the end of the budget process.

VI. New Business

- **2019 Budget Process/Timelines** – Lauren said she learned that she couldn't bring the 2019 budget to the TFAC until the Executive releases his version to Council in late September. We will send it to the TFAC for discussion at its October meeting. That will be your opportunity to be involved. Lauren suggested they send a letter with specific recommendations, and appear to testify in October/early November and tell the Council what you'd like to see in the final budget.

In response to a previous question related to building sales and how that process works, Lauren said that PCC Title 2.110, specifically Sections 7-12, says that the Executive is responsible for managing real property and may retain or dispose of it for the greatest benefit to the County; if we want to sell real property valued over \$25,000, it must be advertised legally, and goes to the Council for ratification of the sale. Rod Wetherbee said he wants to be notified of any building that goes up for sale on the airport.

- **Q2 2018 Budget Variance Analysis** – Lauren said because TFAC meetings are right after the close of each quarter, we've struggled to get you complete information with sufficient time to review it. Keith Kemper indicated he'd rather have complete information with less time to review it; Lauren said we will send it out the Friday before a meeting. Lauren will check on the closing day for each quarter.

Keith asked about hangar revenue; is that due to eight vacancies? Lauren said we've had some late payments for tie-downs, but nothing delinquent in hangars. Keith asked why utilities are negative. Lauren said that's due to a water leak; Lissa and Jay have worked to identify the location, but haven't found it; consequently, our bills have been higher. The water company has checked meters and looked for green spots or puddles. Lissa said we learned that the water line (a black PVC-type flexible tubing) is put together with hose clamps; it's probably failing and the drainage is good, so there's no green spot. Rod said he saw water near the entrance road. Leak detection equipment hasn't found it. Keith asked about \$250,000 vs. \$400,000 – what is that? Lauren said the project list has changed; perhaps it originally was for hangar roofs, then found we had REET money from last year to do two roofs instead of one. Keith asked if we'll break even by year's end; Lauren said she thinks we can; there's some flexibility in how to spend repair money, how long to keep extra hires, how to spend training dollars. We've been told that County allocations will trend lower in the future. Rod Wetherbee asked about money budgeted for new hangars that were not built; what happened to it? Lauren said that was loan money, but we never applied for it. Mike Thompson asked why the budget numbers vary so much from first to second quarter; he said looks like you're moving money around and he doesn't like that. Lauren said it's standard practice to update every quarter and we do move money; we stay within the bottom line, but if something happens with the utility bill and we're underspending elsewhere, we'll move money to cover the expenditures. There should be

another column to show adjustments with an explanation. John Hurlbut said the Thun Field variance is 70%; TIW's is -2%; that's a huge difference. Lauren said it could be due to revenue collection or a one-time expenditure that throws one quarter off; that's the challenge of variance analysis done quarterly; it balances at the end of the year. Lauren said we'll add a column—show the budget estimate update, then add the base budget column.

Lyle Sindlinger if the airplane counting equipment is gone; it is. Lissa has mowed over it recently.

Mike Thompson asked if the emergency radio is available yet; Lauren said it is not yet, but we'll prioritize training on the big radios and get one out here.

Doug Miller asked about the AWOS working; Lissa said it's intermittent and only the phone line works. We're trying to work around outdated equipment.

We will let you know when the security teams begin patrolling. Lissa said the military will be here doing emergency procedure exercises this week--Thursday night to 5 am, Friday. The Air Force will be using night vision and working in teams; they'll want control of the airspace, so a NOTAM is going out.

Marshall Collins said Clover Park facilities are available for our TFAC meetings. Maybe we could try it for our October meeting. Mike Thompson said that Rod volunteered his space; meeting in tenants' facilities is normal at TIW. Andrew Karlsson said he thinks we should tour each place.

Rod Wetherbee noted that Spencer Aircraft is expanding to Olympia.

VII. Adjournment

The meeting was adjourned at 8:06 p.m.

TO CONTACT THE THUN FIELD ADVISORY COMMISSION regarding any items on this agenda or any other issues:	
Call:	(253) 798-7250 (Airport Administration)
Fax:	(253) 798-2740
Mail:	Thun Field Advisory Commission 2702 South 42 nd Street, Suite 201 Tacoma, WA 98409-7322
Email:	pctfac@co.pierce.wa.us
Submit comments online:	www.piercecountywa.org/thunfield (click on "contact us")

TFAC Next Regular Meeting

Date: October 16, 2018

Time: 6:30 PM

Location: Thun Field, Civil Air Patrol Building
16915 103rd Ave. E.
Puyallup, WA 98374