

**THUN FIELD ADVISORY COMMISSION
MEETING SUMMARY**

April 17, 2018

A meeting of the Pierce County Thun Field Advisory Commission (TFAC) was held on Tuesday, April 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:	Nichole Weber, SHAC
Excused:	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:	Five members of the public signed the attendance sheet.

II. Approval of Meeting Summaries

Motion (Sindlinger/Miller) passed unanimously to approve the January 16, 2018 meeting summary as amended.

III. Visitors and Petitions

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

None.

IV. Reports

Operations and Maintenance – Jay Simons reviewed the projects list which was distributed; four have been completed with the remainder scheduled through the rest of the year. The SpanaFlight electrical breaker was overloaded. Jay replaced the bad breakers and the panel is fine, saving us \$2000 on a new panel. Parking lot and taxi line painting will be scheduled when the weather is drier and warmer. For the ramp area cracks, we'll weed-eat and burn the cracks and lay down Casaron granules until we can crack seal. The t-hangar roof repair: Our building official, Jeff Rowe, walked one of the t-roofs, measuring and testing; he thinks we won't have to replace some of the sheeting. We will write a scope of work for the #5 and #2 buildings. It will be a membrane roof, not hot tar. The roofer for the hangar roof repairs says it'll be better to move the airplanes out while work is being done. Lauren said the overall design of the hangar roofs is not ideal, so we don't want to put on a 20-year roof and have the same problems. Additional downspouts or crickets will be installed to funnel the water to the downspouts and help the roofs not to deteriorate so quickly in the future. We want to repair the fascia board; it needs to be structurally sound. We will clean the downspouts to assist drainage.

1. Applied Pavement Technology is coming Sunday to evaluate the pavement (done every 5 years). WSDOT Aviation rates pavement and that enables us to plan for repairs and justification for grant money; we should have results of the inspection in a couple weeks.
2. Keith Kemper noted that recognition is due for the work on the east side of the runway where we had a gap in security. The way it was done quickly and the loop closed with an email to let everyone know was greatly appreciated. He said he can't remember making this much headway on projects—nicely done.
3. Lauren talked about security cameras; we looked at options, but because of IT policies, anything we record must be stored for a certain amount of time. We have to work with Facilities and IT. We could install a server and two cameras for \$15,000 and then add more cameras over time. Mike Thompson said to keep cameras on the list.
4. Keith asked if we can get back to using a Gantt chart. Lauren said she wants to show the costs of projects, so we need to add columns for estimated and actual costs. She needs to figure out whether we can add those columns into the Gantt chart; we may have to do two different sheets.

Administration – Lauren Behm, Administrator, introduced Dennis Hanberg, Director of Planning & Public Works, and Dan Grimm, Chief Operating Officer in the Executive's Office. Dennis appreciated the opportunity to come out to meet the Commission. He spent 30 years in private land consulting and planning, and he came to the public side to PALS with the goal of becoming the best permitting agency in the state. Executive Dammeier recognized that consolidation of Planning and Public Works departments would benefit the County. It's been a great opportunity to bring the two department staffs together. We focus on wearing two hats and partnering to keep costs down. On the permitting side, Dennis has assigned a planner to Lauren to help with airport overlays and land use challenges. Our Building Official is getting involved and we hope to see more partnering on projects. Public Works divisions are required to do 6-year plans to get funding; each division tries to forecast, but we are never locked in—it just gives us a path, like the Master Plan. This year we are doing the roof project. We will keep the TFAC informed as to how the 6-year plan goes.

Lauren and Dennis recently met with the FAA; it's been difficult making the FAA a partner. Lauren said the FAA pushed out review of the forecast chapter in the Master Plan by three weeks. Our FAA reviewer committed to come to the next Master Plan Advisory Committee

(MPAC) meeting to be part of the conversation. The FAA just moved its facilities to Des Moines. We had a 2-hour meeting with five people; they have checklists and recognize they're behind in the schedule. We hope to establish better communications by having monthly scheduled discussions with Lauren and our reviewer.

Dennis announced that he interviewed and he selected Lauren Behm as the new Airport & Ferry Administrator; she has cleaned up several leases and said we're occupying all but two available buildings.

Dan Grimm said the Executive expressed appreciation for the work done by the commission. Dan has lived in Puyallup for years, is very familiar with the airport, and knew John Thun. Doug Miller welcomed him back to his airport.

Budget Review – Lauren said there are two issues: 1) We are working with the Council on a 6-year plan, looking at existing finances, assessments of the normal business plan, and our goals and objectives. We do prepare a 6-year plan for the FAA, but *this* plan includes all landside projects as well. We're putting together a workshop with the EIDC of the Council to talk about value that airports give to the community. We've invited the CAP, Sheriff, Fire Chief, and business owners to tell their stories about why airports are important to safety, economics, and providing innovations/opportunities. We'll have two hours with the EIDC; it's important for future budget conversations to get them to fund our airports after seeing the values that these airports bring to the community. 2) We're working with Keith and Doug to pull together information and develop a budget report. We would like to schedule a special meeting to discuss it. It's important to take additional time so everyone can digest and ask questions without feeling rushed. We want to distribute it far enough in advance so members can read it and bring their questions. We will continue to bring the projects report along with estimated/actual costs for the projects. We hope to have the budget report available in a couple weeks.

Commission Reports

Viewing Area Report – Nichole Weber said she and Doug Miller are working to determine where to put our viewing area. It's going next to the Thun Office Bldg. behind SpanaFlight. We're working with Lauren to get FAA approval for something like TIW has. We've been advised that locating it behind the fence would be best. We're working to get quotes; we had some civil engineer drawings, but have not yet been granted permission to use those drawings, so we may have to pay for them. We're also working with the local Rotary, Kiwanis, Alaska Airlines, and Boeing to get funding. We are working in conjunction with the Master Plan to make sure the viewing area gets into the plan and is approved by the FAA. Doug Miller said we're trying to drum up funds; we had a second meeting with the Kiwanis who want a deliverable package to review. We can purchase plans for a deck-type structure and have volunteers do the work. Jay and Lissa have been working to remove vegetation by the office; it's scheduled for removal next Sunday. We also need FAA approval. As the airport grows, we need to make sure there's room for expansion. The proposed site is by the former Weed Board bldg. (Thun office bldg.). Mike Thompson asked if it's at ground level or on a raised platform. Doug said we need to work with the County to figure out how high we can go for liability purposes. Jay said the Rotary Aviation Zone (RAZ) deck at TIW is 4' up with a roof and windsock, and is handicapped-accessible and has stairs. The tower frequency is played over speakers in the RAZ. Nichole said we want it to be education-oriented rather than a playground. It may come in phases. Someone suggested adding approach frequencies with interactive buttons and listing traffic patterns and where to

look for them. It's a process with soft planning occurring before going to organizations. We talked to Jim Castino (architect for the RAZ), but he doesn't feel like he can give approval for our use of his plan unless we can't find anything else. Lyle Sindlinger said Jim Castino moved to Yakima; he's done lots of work with him. Doug Miller excused himself from the rest of the meeting.

John Boyd asked about the Chuck Gross memorial at TIW; it's located left of the flagpole in the RAZ. Lauren said we want to enhance the area, not change the memorial.

V. Old Business

- **Volunteer plan** – Lauren has been talking to Risk Management and we were told that we absolutely cannot have volunteers using County equipment; they would have to bring their own equipment, so that changes what we had in mind. We may check for interest in the community, but it's an added ask to bring their own equipment. Keith Kemper said there's lots of interest; we'll figure it out. Someone asked about an age limit since Risk is worried about liability; Lauren will ask. She said there is a liability document to sign.
- **Fuel pump/dispenser repair** – Lauren said we had been working with a vendor who couldn't identify the issue, so SIM contacted a different pump vendor (Sound Pump) and we're very happy with them. The meter within the dispenser needed to be replaced. That's been done on the north pump; we will also do the south pump. The filters had never been changed, so they changed them. Hopefully you're seeing that the north side pump is working better. The pump dispensers were installed in 2010; we just needed to find the right person to service them. There are parts available for repairs, so we'll keep monitoring them. SIM paid for that work; their contract is to pay for repairs and maintenance up to \$2500 annually for issues above ground; the County is responsible for issues below ground. Lissa Smith said the filters weren't allowing particles through to airplanes; it was just slowing the flow of fuel. Lauren said a big thanks to Lissa who provided all the documentation and reports for the DOE inspection last Thursday. We passed with flying colors!
- **Fuel Concession** – It went out to bid and is due April 20; we will be pulling together an evaluation team, and then will award, negotiate, and execute the contract. We're on track to have a new contract in place when the current one expires.
- **Economic Development Task Force update** – This group is still on hold until the Master Plan catches up with an expected late summer re-start.
- **Master Plan Advisory Committee update** – Lauren said the last meeting was interesting and informative. We're trying to determine the critical aircraft to use our airport. The FAA wants our runway at 75' wide; we're currently at 60' wide. They're also talking about a possible runway extension to allow those critical aircraft to land here. Some business jets need a certain length for insurance to cover them. If the runway were 4000' long, we could keep the runway extension zone on airport property. Someone noted that a 4300' length would be the lower benchmark for jet insurance. Lauren said we may propose 4300-4500' to the FAA to review what would need to be done and if they'd approve it. We can't extend very far to the south due to the grade change and restriction on the runway safety area, so would look to the north end where there's a road. The FAA doesn't allow the RPZ to go over a roadway without a tunnel, rerouting or vacating the road, and that becomes expensive. Keith said Sunrise Blvd. sits within the RPZ. Lauren said in talking with the consultant, a 4500' runway becomes a significant project. We will continue talking with the MPAC and determine the best path forward. Keith said we could probably could get 4200'; the RPZ takes us to 160th. Lauren said it's not just pavement, but retail centers may have to be purchased to protect our options. Marshall Collins said obtaining land to the north would

make it safer to operate. Lissa Smith asked if the FAA would help with land a purchase; Lauren will check. [The FAA may allocate grant money, so land purchase is an eligible expenditure.] The next MPAC meeting is May 14 which will include discussion of jet fuel availability—it’s probably something we’ll recommend in the short-term plan. Keith said our critical aircraft is a light jet, so having jet fuel available makes sense. Jet fuel might help with the fire department helicopter. Lauren said we’ll hear more about this on May 10 at 10:00 AM in the EIDC workshop. Cindy will send a notification email; everyone is welcome to attend.

- Michael Thompson asked about the empty building on the airport (Thun Office Bldg.). Lauren said she has an interested tenant and is working to negotiate the lease and hopes to finalize it in the next couple months. That tenant will use all but the old office space which will once again be Lissa’s office and server space. There was discussion about future TFAC meetings—this building is kind of tight. Lauren said that Rod Wetherbee has offered the top floor of Spencer for meetings, but the CAP is neutral territory. With some small accommodations, we might make the CAP work. The fire station has a nice meeting room, and Clover Park could possibly supply a space; Marshall will inquire. SHAC has meetings at Central Fire, but Nichole Weber said the CAP has more space and is right on the field.

VI. New Business

Nichole Weber asked about filling TFAC vacancies. Lauren said we’re lacking applications to make any appointments, so the vacancies exist.

VII. Adjournment

The meeting was adjourned at 7:39 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: July 17, 2018

Time: 6:30 PM

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