



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

THUN FIELD ADVISORY COMMISSION
DRAFT MEETING SUMMARY

January 18, 2022

A meeting of the Pierce County Thun Field Advisory Commission (TFAC) was held on Tuesday, January 18th, 2022 at 6:30 p.m. virtually on Zoom.

I. Call to Order & Welcome

Vice Chair John Hurlbut called the meeting to order at 6:32 p.m.

TFAC VOTING MEMBERS	
<i>Present:</i>	<input checked="" type="checkbox"/> John Boyd <input checked="" type="checkbox"/> Matthew Mackey <input checked="" type="checkbox"/> John Hurlbut, Vice Chair <input checked="" type="checkbox"/> Michael Thompson <input checked="" type="checkbox"/> Marshall Collins
<i>Excused:</i>	<input type="checkbox"/> J. Keith Kemper <input type="checkbox"/> Andrew Karlsson, Chair
TFAC NON-VOTING MEMBERS	
<i>Present:</i>	<input checked="" type="checkbox"/> Rod Propst, Airport Manager/Airport & Ferry Administrator
<i>Excused:</i>	<input type="checkbox"/> Nichole Weber, SHAC <input type="checkbox"/> Dave Morell, Councilmember
PIERCE COUNTY STAFF	
<i>Present:</i>	<input checked="" type="checkbox"/> Rod Propst, Airport Manager/Acting Airport & Ferry Administrator <input type="checkbox"/> Trever Threde, Airport & Ferry Administrator <input checked="" type="checkbox"/> Lissa Smith, Acting KPLU Airport Manager <input checked="" type="checkbox"/> Kim Schwannecke, Office Assistant
VISITORS	
<i>Present:</i>	Approximately 10 virtual members of the public participated.

II. Approval of Meeting Summary

Meeting Summary – October 19, 2021

Motion Michael Thompson denied the October 19, 2021, meeting summary, as the meeting summary showed TFAC did not have a quorum. Kim Schwannecke found an error in which Keith Kemper was not marked present, even though he stated he was present. Schwannecke will fix the error and send out a new meeting summary to be approved at the next meeting.

III. Reports

O&M Report – Rod Propst and Lissa Smith presented a PowerPoint presentation

- **Snow Control Plan:** Propst stated that we had both snow and ice at PLU, and it was more than Smith could keep up with on her own. Two years ago, Pierce County did not have a Snow Control Plan, so we wrote one. It identifies our priority of plowing. Pierce County has an old dump truck with a plow and Smith has a plow on her pickup; neither of which can keep up with the snow we just had. There was also a communication issue, The former Administrator cut a deal to have another division help in a snow event. When he left, he did not tell anyone about that deal, so we lost a day or so of their help. Lissa did a great job getting the division out to help her clear things out.



Questions: When the plowing did take place, it appeared to be in a counterclockwise direction that put the snow burns across the taxiway. Any possibility we could go another direction? Propst stated that he's sure we can work that out. John Boyd stated that the snow was deposited near the fuel pumps. Is there another place it can be deposited? Smith stated that it was done by a private individual, not Pierce County staff. She agreed that it is not the most ideal place to leave the snow and stated that she will speak with tenants who plow their own leasehold. Hurlbut asked what the most ideal outcome is in the Snow Control Plan. Propst stated that the most ideal outcome is to return to useable condition. Propst stated that we're not used to this kind of weather. With one employee, we ideally want to turn it back around as fast as we can. Pierce County's priority is roads first, ferry lanes second, then airports.

- **Hangar Door Replacement Update:** Smith stated that the Hangar Door Project is coming along; the 2nd and 5th row are usable. They are working on row 3 currently, and we're still waiting on some parts. Instead of waiting on parts for rows 2 and 5, they're proceeding with the next row with the supplies they do have.
- **Engine Generator Update:** The Engine Generator for the runway lights has been on order. Due to supply chain issues, it won't be shipped until the end of February. When it gets here, we will be ready to install it. Propst stated the generator is at least 100 kVA. The problem with the current generator is that it runs out of oil and the engine ceases. A new Engine Generator is needed because it powers the lighting.



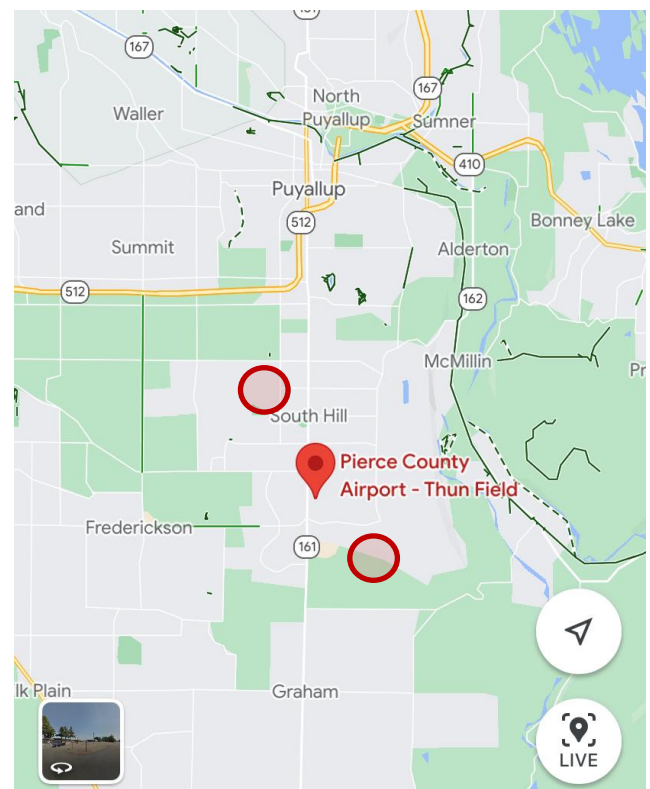
- **General Aviation Security Assessment:** Propst stated that Pierce County has emailed this link (<https://survey.alchemer.com/s3/6659286/Pierce-County-Airport-Security-Survey>) to anyone on our email list for our General Aviation Security Assessment. Propst stated that he hopes it is easier and makes sense, as this is our last effort on the General Aviation Security Assessment. Propst stated that the survey went live last week and is quick and easy to do.
- **Fuel Island Status:** Propst stated that Pierce County took over the Fuel Island operation last week and Spanaflight is no longer the vendor. Pierce County is assessing what we need to do with the system to bring it up to the level it should be at. Propst stated that Smith has done a great job getting things in place. Epic is our Fuel Provider and has been selected as the long-term distributor. Smith stated that we should be getting our new signage put up this Friday and we do have a couple dispensers that are not working currently. Smith stated that we are working to get some maintenance done. If the receipt jams, Smith stated that she left her email on the kiosk can get a receipt for you.



Questions - Having the kiosk out exposed to the weather, especially facing the west, makes it difficult. The sun makes it impossible to see the screen; and the rain, it needs to be under shelter. This is the only kiosk that is not under cover. Propst stated it's a good idea and gives us the opportunity to make the fuel island better. Is daily testing of the fuel mandatory or optional? Propst stated that according to Epic, it does not have to be tested daily. However, Pierce County is getting a full-time employee who will be partially dedicated to the fueling operation. How often do the filters have to be changed? Also, when was the last time grounding straps were checked for proper grounding? Propst stated he did not know these answers yet, and Pierce County will be meeting with a representative about maintenance and next steps. Propst stated that we'd be happy to share more information once we get it.

Noise Complaints — *Propst continued with the PowerPoint presentation*

We received two noise complaints since October from residents who live under the traffic pattern. There used to be published reports of the busiest airports in WA State. Propst stated that he hasn't seen anything from WASDOT published in a while. Marshall Collins stated he heard PLU is #7 in the state with 107,000 operations. Propst stated there are



three busy flight schools and no control tower.

Commission Reports – *There were no reports from the Commission*

Council Update – *There were no reports from the Council*

IV. Old Business — *Propst continued with the PowerPoint presentation*

- **Rate Increase:** A 5% rate increase went into effect on January 1st, plus the excise tax. Pierce County is leaving the hangars under the “existing rate” until roofs, doors, and electric work are completed. Propst stated that Pierce County has asked consultants to do a hangar rate analysis.

V. New Business — *Propst continued with the PowerPoint presentation*

- **Budget Comparison:** Tacoma Narrows Airport Advisory Commission (TNAAC) asked for a budget comparison between Tacoma Narrows Airport (TIW) and Pierce County Airport - Thun Field (PLU). Propst stated that TIW makes anywhere from \$850,000/year and PLU makes about \$585,000/year; expenses are about the same. The FAA Grants are significantly larger at TIW as there’s some obstruction removal that will be done and moving the taxiway. For PLU’s revenue, Pierce County anticipates making closer to \$100,000 from the Fuel Island and PLU will carry its own weight financially. Under Salaries and Benefits, PLU has an extra \$100,000 compared to TIW. This is for a full-time employee, which will be advertised the second quarter. *See last page for comparison.*

VI. Visitors and Petitions – *There were no comments or questions from the public.*

VII. Adjournment

The meeting was adjourned at 7:15pm
Motion of Adjournment given by Marshall Collins.

TO CONTACT THE THUN FIELD ADVISORY COMMISSION:	
regarding any items on this agenda or any other issues:	
Call:	(253) 798-2478 (Airport Administration)
Fax:	(253) 798-4695
Mail:	Thun Field Advisory Commission 9850 – 64 th Street W. University Place, WA 98467
Email:	pctfac@co.pierce.wa.us
Submit comments online:	www.piercecountywa.org/thunfield (click on “contact us”)

Tacoma Narrows Airport 2022-2023 Budget

Revenue

Capital	<u>2022</u>	<u>2023</u>
FAA AIP Grant	2,263,720	6,795,000
Local Match	125,760	377,500
WSDOT AIP Grant	125,760	377,500
Sub Total	2,515,240	7,550,000

Operations

Hangars	291,030	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	847,890	874,300

Total Revenue	3,363,130	8,424,300
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Expenditures

Administration	<u>2022</u>	<u>2023</u>
Salaries & Benefits	31,760	33,450
Supplies, Travel, Training	4,500	1,500
Overhead	232,520	243,730
Sub Total	268,780	278,680

Capital

Construction	1,965,240	7,550,000
Professional Services	550,000	-
Sub Total	2,515,240	7,550,000

Operations

Salaries & Benefits	202,320	206,980
Supplies, Travel and Events	18,610	18,610
Professional Services	40,000	40,000
Utilities	46,780	63,320
Repairs and Maintenance	153,640	118,000
Sub Total	461,350	446,910

Total Expenditures	3,245,370	8,275,590
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Surplus/(Deficit)	117,760	148,710
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Pierce County Airport - Thun Field 2022-2023 Budget

Revenue

Capital	<u>2022</u>	<u>2023</u>
FAA AIP Grant	405,000	589,500
Local Match	152,500	162,750
WSDOT AIP Grant	22,500	32,750
Sub Total	580,000	785,000

Operations

Hangars	172,710	172,720
Tie-downs	24,300	27,220
Commercial Leases	369,000	369,000
Fuel	10,000	10,000
Storage	7,200	8,270
Transient Fees	2,000	2,000
Sub Total	585,210	589,210

Total Revenue	1,165,210	1,374,210
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Expenditures

Administration	<u>2022</u>	<u>2023</u>
Salaries & Benefits	31,760	33,450
Supplies, Travel, Training	4,500	1,500
Overhead	201,980	211,760
Sub Total	238,240	246,710

Capital

Construction	-	655,000
Professional Services	450,000	-
Sub Total	450,000	655,000

Operations

Salaries & Benefits	327,450	331,900
Supplies, Travel and Events	23,110	23,110
Professional Services	33,400	18,400
Utilities	33,310	33,310
Repairs and Maintenance	147,960	112,050
Sub Total	565,230	518,770

Debt Service

	-	46,800
Total Expenditures	1,253,470	1,467,280

Surplus/(Deficit)	(88,260)	(93,070)
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