



**AIRPORT COMMISSION  
MINUTES OF REGULAR  
COMMISSION MEETING**

**TIME:** 7:00 PM

**DATE:** February 14, 2023

**PLACE:** Eatonville Visitor Center

**CALL TO ORDER**

Chairman Adams called the meeting of the Airport Commission to order at 7:02 pm.

**ROLL CALL**

Chairman Adams called the roll. The following were:

Present: Commissioner French, Chairman Adams, Commissioner Ireland and Commissioner Henricks

Not Present: Commissioner McNary

Also Present: Utility Clerk Wendy Perry and Town Administrator Seth Boettcher.

**OPENING CEREMONIES**

Chairman Adams led the assembly in reciting the Pledge of Allegiance to the American Flag.

**AGENDA APPROVAL**

Commissioner Ireland moved approval of agenda. Commissioner French seconded the motion. All were in favor.

**APPROVAL OF 01/10/2023 MINUTES**

Commissioner Ireland moved approval of the minutes from 01/10/2023. Commissioner French seconded the motion. All were in favor.

**CITIZEN COMMENTS: NONE**

**AIRPORT MANAGER REPORT**

Commissioner Henricks reported that he sent out a NOTAM (Notice to Air Missions) letting pilots know that there were birds on approach due to the salmon toss at the Mashel River. He also reported that he got a call regarding the hangar, validating that there is interest in using them.

**UNFINISHED BUSINESS**

**DISCUSSION: Growth Management Participation Process/Contributions**

Town Administrator Boettcher suggested that the Commission have someone volunteer to track what is going on at the Planning Commission meetings and to create the land use language for the Town Planner. Chairman Adams said that they have the overlay zone, it just needs to be implemented into the comprehensive plan. Commissioner Ireland will represent the Commission

at Planning Commission meetings and be part of a subgroup that will work with the Town Planner.

**DISCUSSION: 2023 DOT Aviation Grant/ Loan Cycle Application (s)**

Chairman Adams got the green light from Council to apply for any grant that they want, and he would like to start with getting a grant for the gates.

**DISCUSSION: Develop Maintenance and Operation Schedule**

Chairman Adams would like to put together the seasonal, monthly, and annual maintenance requirements to quantify what it costs to keep the airport in safe operating condition.

**DISCUSSION: Airport Manager Contract**

Commissioner Henricks believes it is too premature to implement this position. They need to clarify what part of the airport is public/private.

**DISCUSSION: Pierce County "Land Amenity" tax .0134% Parcels – Discussion**

Commissioners discussed what parcels would be affected by this tax. They decided to further discuss this at a Study Session.

**DISCUSSION: Develop Swanson Field Business Plan**

Chairman Adams would like to apply for a grant and asked for volunteers to proceed with this. The Commission needs to put together a business plan that includes expected revenue and expenses.

**NEW BUSINESS**

**DISCUSSION: 1<sup>st</sup> annual state of the Airport report to Town Council**

Town Administrator Boettcher said that the Council received the annual report, and it was very helpful.

**DISCUSSION: Mashel River Salmon Toss**

Commissioner Henricks put a NOTAM (Notice to Air Missions) out until February 23<sup>rd</sup> to let pilots know that there are birds on approach.

**STAFF COMMENTS: NONE**

**COMMISSIONER COMMENTS**

Study Session scheduled for 7 pm on Wednesday, February 22<sup>nd</sup> at the Visitors Center.

**ADJOURNMENT**

Chairman Adams adjourned the meeting at 8:23 pm.

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Rick Adams, Chairman

ATTEST:

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Wendy Perry, Utility Clerk