

**AIRPORT ADVISORY BOARD
MINUTES
July 5, 2016
DRAFT**

Present

Rod Berklund, Chair
Lanny Zoeller, Vice-Chair
Bill Dean
John Shute
Bill Gleaves
Zachariah Baker, Council Liaison

Staff

Lisa Scherf, Public Works

Visitors

Absent

Rajeev Pandey
Brad Smith
Larry Mullins

SUMMARY OF DISCUSSION

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Call Meeting to Order/Introductions			N/A
II. Review of April 5, 2016 Minutes			Minutes were approved
III. Community Comments			N/A
IV. Old Business • Airport Annual Report			The Board voted to approve the Annual Report as presented.
V. New Business • None			
VI. Information Sharing • Update on the Airport Industrial Park • Update on the Airport • Update on the City Council • Monthly Financial Report	X X X		N/A

CONTENT OF DISCUSSION

I. Call Meeting to Order/Introductions

Chair Berklund called the meeting to order and those present introduced themselves.

II. Review of Minutes

Board Member Zoeller moved to approve the May 3 minutes; Board Member Dean seconded the motion and the minutes were approved unanimously.

III. Community Comments

None.

IV. Old Business

Airport Annual Report

Chair Berklund presented the draft Annual Report that was developed by a working group consisting of Chair Berklund, Board Member Zoeller, and former Board Member Brown, and assisted by staff. In response to a question, Chair Berklund affirmed that the Special Activity to develop a vision and goals for the Airport and Airport Industrial Park (AIP) is distinct from the visioning process the City is currently in the middle of. **Board Member Zoeller moved to final and forward the document; Board Member Shute seconded the motion, which passed unanimously.**

Chair Berklund opined that the Board has completed two master plans and is now just treading water. He noted that there is not much activity in the AIP and feels that the Board could get more proactive by developing goals and putting together a marketing plan. With a little growth in the AIP and the hangars, he believes more development activity would follow and the City could eventually build out the AIP. He wants to spend the next meeting developing a vision and goals for the Airport and AIP. Board Member Brown noted that the lack of a specific marketing plan for the AIP was an aspect of the Annual Report working group discussion.

Councilor Baker stated that if the Board has more immediate thoughts on visioning, he can provide input to the Imagine Corvallis steering committee as it develops its action plan.

V. New Business

None.

VI. Information Sharing

Update on the Airport Industrial Park

There was no Economic Development staff present to provide an update.

Update on the Airport

Ms. Scherf shared that there may be a potential tenant for 480 Airport Road, though she couldn't provide any details at this time. She provided an update on the status of the cargo road project as well. She offered to send email updates on the construction project and agreed to inform the Board about the schedule for the Airport Master Plan Comprehensive Plan Amendment application when it was available.

Update on the City Council

Councilor Baker reported that the City Council passed the budget, including a siding project for the main hangar. The Oregon Cascades West Council of Governments Area Commission on Transportation voted to recommend the Runway 9/27 overlay project as the top ranked project in the area from the pool of Connect Oregon VI applications.

Monthly Financial Report

The report was reviewed and there was no discussion on it.

The meeting was adjourned at 7:40 a.m.

NEXT MEETING: August 2, 2016, 7:00 a.m., Madison Avenue Meeting Room