

**AIRPORT ADVISORY BOARD  
MINUTES  
September 13, 2016  
DRAFT**

**Present**

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

**Absent**

Bill Dean  
Larry Mullins  
Rajeev Pandey

**Staff**

Lisa Scherf, Public Works  
Tom Nelson, Economic Development  
Jim Brewer, City Attorney

**Visitors**

Tyler Parsons  
Louise Parsons  
Curt Arthur  
Robert Fay

**SUMMARY OF DISCUSSION**

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Call Meeting to Order/Introductions	X		
II. Review of August 2, 2016 Minutes			Approved
III. Community Comments	X		
IV. Old Business • Airport/AIP Vision Discussion		X	
V. New Business • AIP Lease Proposal			Recommended preliminary approval subject to lease review
VI. Information Sharing • Update on the Airport Industrial Park • Update on the Airport • Update on the City Council • Monthly Financial Report	X X X X		

**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 August minutes; Board Member Gleaves seconded the motion and the minutes were approved unanimously.**

**III. Community Comments**

Visitor Ty Parsons stated that he noticed new rubber tracks from cars on Plumley Road from drag racing. Ms. Scherf stated that she will ask law enforcement to patrol the area more often. It was suggested that the security fence be moved to Airport Road.

**IV. Old Business**

Airport/AIP Vision Discussion

Chair Berklund presented a draft vision statement and asked the Board to review it and make comments for the next meeting.

**V. New Business**

AIP Lease Proposal

City Attorney Jim Brewer and Economic Development Manager Tom Nelson presented a lease proposal in the Airport Industrial Park. Perpetua Power is moving out of the building owned by Sarepta, which wants to sell the building. A company called PharmPod wants to buy the building and lease it to a cannabis cultivation operation. Mr. Nelson noted that this is a well-established company. Mr. Brewer noted that cannabis is still illegal under federal law; however the Federal Government has taken the position that they won't enforce the law if the state has a robust regulatory structure for cannabis. The fact that Airport funds are held separately from the City's general funds makes this prospect more comfortable to Mr. Brewer and he opined that the risk is manageable with proper lease language. In response to a question about whether this type of operation would put our Federal Aviation Administration (FAA) grants at risk, Mr. Brewer stated that the FAA has not taken a position on cannabis operations. After discussion, **Board Member Zoeller moved for preliminary approval pending review of the lease; Board Member Smith seconded and the motion passed unanimously.** Staff will bring a lease for the Board to review to the next meeting.

**VI. Information Sharing**

Update on the Airport Industrial Park

None.

Update on the Airport

Ms. Scherf reported the following:

- The cargo road project is completed. Staff is planning to put a barricade across the old gravel access.
- A ground-mounted solar array will be installed this fall at the old United Chrome site.
- The Airport engineering contract was awarded to Precision Approach Engineering. They are beginning with the Runway 9/27 overlay environmental work.
- The City was awarded a Connect Oregon VI grant, which will provide the local match for the FAA grant for the Runway 9/27 project.
- The Airport Lease Policy is up for review. Economic Development staff has suggested that leasable parcels should be defined more clearly and staff will propose some language to address that.

- Staff is discussing the Airport Manager recruitment and potential changes to the position.
- There is a Capital Improvement Project for this fiscal year to reroof the main hangar.
- Staff will be taking a Comprehensive Plan Amendment to the Planning Commission to adopt the Airport Master Plan as a supporting document to the Comprehensive Plan.

Update on the City Council

Councilor Baker reported the following:

- Council passed a resolution regarding the FAA grant for the runway project.
- Council is wrapping up the two-year Council Goals. The Vision Statement should be complete by the end of October. The Action Plan, however, will roll into next year. The Climate Action Plan will be completed by the end of the year. The last public outreach forum is being held tonight.

Monthly Financial Report

Ms. Scherf reported that staff will be meeting to look at cash flow for the Airport Fund.

**The meeting was adjourned at 8:00 a.m.**

**NEXT MEETING: October 4, 2016, 7:00 a.m., Madison Avenue Meeting Room**