

**CITY OF CORVALLIS  
AIRPORT ADVISORY BOARD AGENDA**

7:00 A.M., TUESDAY, NOVEMBER 1 2016  
MADISON AVENUE MEETING ROOM

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- I. Community Comments  
*Opportunity for public input on matters of interest to the Airport Advisory Board.*
  
- II. October 4, 2016 Minutes Review
  
- III. Airport/AIP Vision Discussion (attachment)
  
- IV. Solar Array at United Chrome Site (recommendation)
  
- V. Information Sharing
  - a. Update on the Airport Industrial Park
  - b. Update on the Airport
  - c. Update on the City Council
  - d. Monthly Financial Report

**AIRPORT ADVISORY BOARD  
MINUTES  
October 4, 2016  
DRAFT**

**Present**

Lanny Zoeller, Vice-Chair  
Bill Dean  
John Shute  
Bill Gleaves  
Rajeev Pandey  
Brad Smith  
Zachariah Baker, Council Liaison

**Staff**

Lisa Scherf, Public Works  
Tom Nelson

**Visitors**

Aaron Sarnoff  
Lee Larson

**Absent**

Rod Berklund, Chair  
Larry Mullins

**SUMMARY OF DISCUSSION**

Agenda Item	Information Only	Held for Further Review	Recommendations
I. Call Meeting to Order/Introductions	X		
II. Review of September 13, 2016 Minutes			Approved
III. Community Comments			N/A
IV. Old Business • Airport/AIP Vision Discussion		X	
V. New Business • AIP Lease Proposal – 1749 Airport Road, LLC • AIP Lease Proposal – Grouphead Coffee, LLC			Recommend approval  Recommend approval
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**

Vice-Chair Zoeller called the meeting to order and those present introduced themselves.

**II. Review of Minutes**

**Board Member Gleaves moved to approve the September minutes; Board Member Shute seconded the motion and the minutes were approved unanimously.**

**III. Community Comments**

Visitor Aaron Sarnoff introduced himself and described he and his partners' business (Two Towns Cider), noting that they hope to eventually expand their operation at the Corvallis Airport Industrial Park.

**IV. Old Business**

Airport/AIP Vision Discussion

This was held for the following meeting, given the absence of Chair Berklund.

**V. New Business**

AIP Lease Proposal – 1749 Airport Road, LLC

Mr. Nelson presented the lease proposal for 1749 Airport Road, LLC. The parent company is PharmPods, which forms LLCs in local locations and leases to cannabis cultivators. PharmPods has experience in eleven states and two Canadian provinces. Lessee has asked for a minor change in the Regulatory Control section of the proposed lease to allow the sublessee to get permits. **Board Member Gleaves moved to recommend approving the lease proposal; Board Member Dean seconded the motion, which passed unanimously.**

AIP Lease Proposal – Grouphead Coffee, LLC

Mr. Nelson reviewed the staff report, noting damage to the building and planned repairs, the costs for which will be recouped in the lease. **Board Member Dean moved to recommend approving the lease proposal; Board Member Gleaves seconded the motion, which passed unanimously.**

**VI. Information Sharing**

Update on the Airport Industrial Park

There was no additional update.

Update on the Airport

Ms. Scherf stated that she has been unable to get a schedule for when the Automated Weather Observing System will be fixed by the Federal Aviation Administration.

Update on the City Council

Councilor Baker stated that the City Council had discussed incorporating the Airport Master Plan as a supporting document to the Comprehensive Plan at their meeting on October 3. The Council tentatively approved this, subject to findings to be discussed at the next Council meeting.

Monthly Financial Report

The report was not included in this month's packet.

**The meeting was adjourned at 7:20 a.m.**

**NEXT MEETING: November 1, 2016, 7:00 a.m., Madison Avenue Meeting Room**