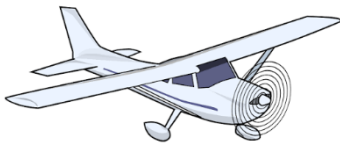


**MUNICIPAL AIRPORT AUTHORITY
Portland Municipal Airport Administration Building
601 Airport Road - Portland, TN
AGENDA for August 13, 2026**

In accordance with Resolution #26-33, public comments are allowed when those comments are germane to either the agenda or to the board's governing authority, except where otherwise prohibited. The number of individuals speaking and/or the allotted time to speak may be limited by the presiding officer to ensure opposing viewpoints are fairly represented in a timely manner. Sign-up sheets for public recognition will be available before the start of each meeting in the same room where the meeting is being held and anyone wishing to speak must sign up before the start of the meeting. Speakers will be recognized one at a time.

- 1. Call to Order**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Public Recognition for Public Hearings and Agenda-Related Items**
(5 minutes maximum per speaker)
- 5. Approval of Minutes**
 - A.** Minutes from June 11, 2026 Meeting
 - B.** Minutes from April 9, 2026, Meeting
 - C.** Minutes from the July 9, 2026, Ad Hoc Meeting
- 6. Discussion and Possible Action**
 - A.** South Ramp Expansion
 - B.** New Hangar Door for C-Building and Vote
 - C.** Hangar RFP
- 7. Public Recognition on Non-Agenda-Related Items**
(3 minutes maximum per speaker)

Adjournment



PORTLAND MUNICIPAL AIRPORT
Minutes for June 11, 2026 at 5:00 PM

1. Call to Order

Chairman Douglas Hunter called the meeting to order at 5:00 PM.

2. Roll Call

Present: Chair Douglas Hunter, Jeff Collins, Robert Culbreath, Jeff Hickman, Phil Hobdy, Craig Patel, Earl Whitmer

Absent: Mike Hall, Ken Webb

3. Approval of Agenda

Motion to: Approve

By: P. Hobdy

Second: J. Collins

Yes: D. Hunter, J. Collins, R. Culbreath, J. Hickman, P. Hobdy, C. Patel, E. Whitmer

Absent: M. Hall, K. Webb

Motion Passed (voice vote)

4. Public Recognition for Public Hearings and Agenda-Related Items

- No one spoke

5. Approval of Minutes

A. April 9, 2026, Meeting

No vote (will be on August 13, 2026, Agenda)

6. Discussion and Possible Action

A. Project Updates

Phil Hobdy recognized Patel for being the newest member on the Board.

Chair Hunter advised the insurance company did cover the full cost of the old T-Hanger roof.

Chair Hunter reported the fuel on hand, current price and current market price.

B. ALP Airport Layout Plan

Chair Hunter reported that 90% of the drawings are completed, and a meeting is scheduled with the State Engineers for the month of June 2026.

C. South Ramp Expansion

Chairman Hunter reported the pre-construction meeting with the State was on Wednesday, June 10, 2026. The scheduled construction start date is July 6, 2026. Still waiting on the BIL grant funds.

D. Property Purchases

- No Items

E. Hangar Leases

- No Items

Phil Hobdy questioned if there was an update on the Church property purchase. Chair Hunter advised they are still in discussion.

F. Hangar Fees - Chair Hunter advised a recommendation for hangar fees is in each person's packet. Discussion was held and agreed that an Ad Hoc meeting would need to be held to discuss RFP for 601-4. It was agreed that July 9, 2026, at 5:00 pm at the Airport Conference room, would be the Ad Hoc Meeting date. Discussion was held about funds needed for expansion.

Motion to: Accept recommendation of 20% fee increase for all hangers, except for 601-4 effective 1/1/27.

By: J. Collins

Second: E. Whitmer

Motion to: Amend to 3% increase every year for the next three years, and reevaluate after 36 months.

By: P. Hobdy

Second: J. Collins

Yes: D. Hunter, J. Collins, R. Culbreath, J. Hickman, P. Hobdy, C. Patel, E. Whitmer

Absent: M. Hall, K. Webb

Amendment Passed (voice vote)

Vote: Original motion as amended

Yes: D. Hunter, J. Collins, R. Culbreath, J. Hickman, P. Hobdy, C. Patel, E. Whitmer

Absent: M. Hall, K. Webb

Motion Passed (voice vote)

Discussion was held about cars parked at the airport, fees and stipulations.

Motion to: Charge \$50.00/car per month for parking a vehicle at the Airport.

By: E. Whitmer

Second: P. Hobdy

Yes: D. Hunter, J. Collins, R. Culbreath, J. Hickman, P. Hobdy, C. Patel, E. Whitmer

Absent: M. Hall, K. Webb

Motion Passed (voice vote)

Discussion was held about additional stipulations needing to be added. Phil Hobdy suggested that the City may have provisions about vehicles left on City property. Earl Whitmer suggested something be added to include a tow truck be called, and the tow company would take possession. Doug Hunter will get additional information for the next meeting.

G. Hangar Recommendations

- No Items

H. Board Seat Recommendations

- No Items

Doug Hunter advised there have been people reaching out to him about an interest in T-hanger rental.

7. Public Recognition on Non-Agenda-Related Items

- No one spoke

Adjournment

Motion to Adjourn by Jeff Collins; Second by Phil Hobdy;

Motion passed by voice vote to **adjourn at 5:40 pm.**

PORTLAND MUNICIPAL AIRPORT
Minutes for April 9, 2026 at 5:00 PM



1. Call to Order

Chair Doug Hunter called the meeting to order at 5:01 PM.

2. Roll Call

Present: Chairman Doug Hunter, Jeff Collins, Robert Culbreath, Jeff Hickman, Phil Hobdy, Earl Whitmer

Absent: Mike Hall, Ken Webb

3. Approval of Agenda

Motion to: Approve

By: Jeff Collins

Second: Earl Whitmer

Yes: Doug Hunter, Jeff Collins, Robert Clubreath, Jeff Hickman, Phil Hobdy, Earl Whitmer

Absent: Mike Hall, Ken Webb

Motion Passed (voice vote)

4. Public Comment Period

- No one spoke

5. Approval of Minutes - February 12, 2026

Motion to: Approve

By: Jeff Collins

Second: Earl Whitmer

Yes: Doug Hunter, Jeff Collins, Robert Clubreath, Jeff Hickman, Phil Hobdy, Earl Whitmer

Absent: Mike Hall, Ken Webb

Motion Passed (voice vote)

6. Discussion and Possible Action

A. Project Updates

Painting is completed in the Old Community Hangar and the new roof should start next month. Also, a new Porta potty will be delivered next week at the T-Hangars.

B. ALP Airport Layout Plan

Had a zoom meeting this week and the plans are at 60%.

C. South Ramp Expansion

Bids were received for the project and C & C Contracting, LLC submitted a bid for the project in the amount of \$858,739.50. The Engineer's opinion of probable cost was \$1,038,980.00, contingent upon TAC approval and grant receipt. The recommendation is that the construction contract for the South Ramp Expansion be awarded to C&C Contracting, LLC.

D. Hanger Leases, Fees, Recommendations

Motion to: Form an Ad-Hoc committee to propose a lease agreement for hanger 601-4.

By: Jeff Collins

Second: Jeff Hickman

Discussion: Discussion was held and agreed that the Committee shall consist of Jeff Collins, Jeff Hickman, Phil Hobdy and Doug Hunter.

Yes: Doug Hunter, Jeff Collins, Robert Clubreath, Jeff Hickman, Phil Hobdy, Earl Whitmer

Absent: Mike Hall, Ken Webb

Motion Passed (voice vote)

E. Board Seat Recommendations

Motion to: Elect Craig Patel

By: Jeff Collins

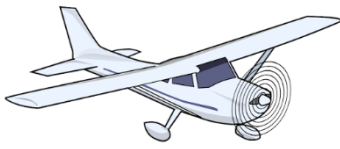
Second: Earl Whitmer

Yes: Doug Hunter, Jeff Collins, Robert Clubreath, Jeff Hickman, Phil Hobdy, Earl Whitmer
Absent: Mike Hall, Ken Webb
Motion Passed (voice vote)

Adjournment

Motion to Adjourn by Phil Hobdy; Second by Jeff Hickman;
Motion passed by voice vote to **adjourn**.

DRAFT



PORTLAND MUNICIPAL AIRPORT AD HOC
Minutes for July 9, 2026 at 5:00 PM

1. Call to Order

Chair Jeff Collins called the meeting to order at 5:00 pm.

2. Roll Call

Present: Chair Jeff Collins, Robert Culbreath, Jeff Hickman, Phil Hobby, Doug Hunter

3. Approval of Agenda

No changes made to the Agenda.

4. Public Recognition for Public Hearings and Agenda-Related Items

- No one spoke

5. Discussion Discussion was held about the following:

- Hanger rental for 601 hanger 4.
- How to determine moving forward on rentals.
- What to include in the RFP.
- What the renter can bring to the Airport.
- Future growth.
- Length of time to leave RFP open.
- How to advertise the RFP.
- How long the lease should remain in effect.
- How to determine the best proposal for the Airport.

It was agreed by the committee to send the RFP to the Municipal Airport Board.

6. Public Recognition on Non-Agenda-Related Items

- No one spoke

Adjournment

Meeting adjourned at 5:42 pm.