

BOARD OF AVIATION
MEETING POLICY

- (A) There is hereby established a regular meeting of the Board of Aviation on the 3rd Wednesday of each month until hereafter amended by the Board of Aviation, at the hour of 4:00 p.m. in the board room at the Portland Municipal Airport.

- (B) All meetings shall be conducted according to the agenda which shall be closed for inclusion thereon at 4:00 on the Wednesday preceding the regular meeting and which will be posted at the Board of Aviation board room by 4:00 p.m. on the Monday preceding each meeting.

- (C) Any person wishing to be heard by the Board of Aviation shall submit to the Clerk Treasurer prior to 4:00 on each preceding Wednesday, notice of their intention to be heard and a statement explaining the business to be presented to the Board of Aviation. Persons wishing to speak will be limited to three (3) minutes.

PASSED AND ADOPTED by the Board of Aviation of the City of Portland, Municipal Airport on this 16th day of August, 2023.



**City of Portland
Board of Aviation Agenda – Request Form**

To request to speak at an Aviation meeting, please complete and submit to: Lori Phillips, Clerk Treasurer, 321 North Meridian Street, Portland, IN 47371 or email to: cityclerktreas@thecityofportland.net. For any questions, you may contact me at 260-726-9395 x 224.

Contact Information

Name of Organization/ Individual _____

Contact Person _____

Telephone _____

Brief description of topic

Date wishing to address the Board of Aviation

Do you have any material to present to the Board of Aviation

Yes No

Material to present to the Board of Aviation is attached

Yes No

We look forward to hearing from you and working together to make our community a better place to live!



Board of Aviation

REGULAR MEETINGS OF THE BOARD OF AVIATION ARE HELD THE 3RD WEDNESDAY OF EACH MONTH @ 4:00 p.m. AT THE PORTLAND MUNICIPAL AIRPORT: 661 West CR 100 North

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CALL: 260-726-9395 X224

EMAIL: cityclerktreas@thecityofportland.net