



City of Elkhart  
Elkhart Municipal Airport

**BOARD OF AVIATION COMMISSIONERS**  
**Wednesday, December 31, 2025**  
**Elkhart Municipal Airport, First Floor**  
**Administration Building**  
**1211 CR 6 West**  
**Elkhart, IN 46514**

**Meeting AGENDA**

**1. ROLL CALL**

Rod Roberson  
Mayor

Andy Jones  
Airport Director

Elkhart Municipal Airport  
1211 CR 6 W  
Elkhart, Indiana 46514

Maintenance:  
574.361.2123

Administration Office:  
574.264.5217

BOAC Members

Appointed by Mayor Rod

Roberson:

Doug Thorne, President, Term  
01.01.23 to 12.31.25

Bruce Shreiner, V.P, Term  
07.24.25 to 12.31.27

Tom Shoff, Treasurer, Term  
07.14.25 to 12.31.28

Maggie Marnocha, Secretary,  
Term 01.01.25 to 12.31.26

**2. APPROVAL OF AGENDA**

3. Approval of Minutes: November 26, 2025
4. Approval of Claims:
5. Airport Manager's Report:
6. New Business:
  - a. BOAC elections.
  - b. Hangar 39 agreement.
  - c. DNS Hotel Tango LLC request letter for above ground fuel tank.
  - d. Sponsor intent for non-primary entitlements (NPE's) for airport projects.
  - e. AIP-40 invoice for Butler, Fairman and Seufert invoice for professional services fees for 10-unit T-Hangar project, \$27,624.20.
  - f. Butler, Fairman & Seufert (BF&S) professional service fees for Runway 9/27 joint replacement project, \$5,022.50.
7. Privilege of the Floor
8. Adjournment
9. **NEXT REGULAR BOAC MEETING 01/28/26 4:00 p.m.**

**Public Meeting of the Board of Aviation Commissioners:  
WEDNESDAY, December 31, 2025 at 4:00pm**

**As always, the public is welcome to attend in-person. Location is:  
Elkhart Municipal Airport  
1211 CR 6W, Elkhart, IN 46514  
1<sup>st</sup> floor Administration building**

**For virtual attendance, to view AND participate\* in the meeting  
Please visit:**

**<https://signin.webex.com/join>  
Join by meeting number: 2304 162 1506  
Meeting password: DecBOAC2025**

**\*In order to participate virtually, you must have your camera on and name displayed.**