



BOARD OF AVIATION COMMISSIONERS
Wednesday, February 25, 2026
Elkhart Municipal Airport, First Floor
Administration Building
1211 CR 6 West
Elkhart, IN 46514

Meeting AGENDA

1. ROLL CALL

2. APPROVAL OF AGENDA

3. Approval of Minutes: January 28, 2026

4. Approval of Claims:

5. Airport Manager's Report:

6. New Business:

- a. INDOT traffic counting grant reimbursement.
- b. South side maintenance building quote from 4T Door for doors, operators & tracks.
- c. CDL certifications for maintenance employees & budget line transfer.
- d. Airport Director attendance at the 98th annual American Association of Airport Executives (AAAE) conference in May 2026.
- e. AIP-40 pay request #10, BF&S invoice, \$15,571.75
- f. BF&S general services invoice, \$3,120.00.

7. Privilege of the Floor

8. Adjournment

9. NEXT REGULAR BOAC MEETING 03/25/26 4:00 p.m.

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
01.01.26 to 12.31.29

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

City of Elkhart
Board of Aviation Commissioners Meeting
January 28, 2026

The Board of Aviation Commissioners meeting was called to order by Commissioner Bruce Shreiner at 4:00 pm on Wednesday, January 28, 2026 at the Elkhart Municipal Airport Administration Building, 1211 CR 6 W, Elkhart, Indiana 46514. Present were: Andy Jones, Karen Shaw & Kevin Davis. Present via Webex were: Councilman Dwight Fish and Paul Shaffer.

Roll Call: Roll was called. Commissioners Bruce Shreiner & Maggie Marnocha were present. Commissioner Tom Shoff was present via Webex. Commissioner Doug Thorne was absent.

Approval of Agenda:

Mrs. Marnocha made a MOTION to approve today's agenda. Mr. Shoff SECONDED. There being no further discussion, the motion to approve today's agenda PASSED unanimously.

Amended Agenda: N/A

Approval of Minutes:

Mrs. Marnocha made a MOTION to approve the minutes of the December 31, 2025 meeting. Mr. Shoff SECONDED the motion. There being no further discussion, the motion PASSED unanimously.

Approval of Claims:

Mrs. Marnocha made a MOTION to approve claims as submitted for \$480,308.13. Mr. Shoff SECONDED the motion. There being no further discussion, the motion to approve January 2026 claims PASSED unanimously.

Airport Manager's Report:

Andy advised the last open airfield maintenance technician position has been filled by Robert Baumner. Mr. Baumner will start on February 9th. Andy advised that due to the winter storm, a state of emergency was called by the County Commissioners, which may allow us to qualify for reimbursement of overtime costs and fuel expenditures due to the storm. Michiana Contracting is currently working on installing the new regulator for the tower-controlled airfield lighting destroyed in last July's lightning strikes. In addition, ERS Wireless will be on site this Friday for further installations of air traffic control tower equipment for the same reason. Andy advised the large snow blower is out of service. Central Garage is currently working on getting it back in service Andy advised the airport is open and hasn't closed at all so far this winter. Andy further advised the capital purchases are moving forward. The first will be the purchase of a Kubota vehicle equipped with a wench and snow plow. The second is the replacement of the south side maintenance building's 6 overhead garage doors, tracks, and operators. Additionally, an egress pedestrian door is been added for safety and one exterior door and an interior door will be replaced. Lastly, Andy advised we are still short 1 full-time air traffic controller, and we are still advertising for this position.

New Business:

Mr. Shreiner advised the first item under New Business is the 70 series T-Hangars AEP connection agreement. Andy advised this agreement is to have electricity service at the new 10-unit T-Hangars. Andy further advised this agreement needed a prior signature from the board president, and the agreement was approved by Kevin Davis with the City legal department, and requests the board ratify the president's signature. Mrs. Marnocha made a MOTION to approve the 70 series T-Hangar AEP connection agreement. Mr. Shoff SECONDED. Mrs. Marnocha then amended the MOTION to include approval of ratification of the board president's signature on this agreement that was signed prior to

City of Elkhart
Board of Aviation Commissioners Meeting
January 28, 2026

today's meeting. Mr. Shoff SECONDED. There being no further discussion, the motion PASSED unanimously.

Mr. Shreiner advised the next item under New Business is the Air Traffic Control Tower (ATCT) liability insurance renewal. Andy advised our broker, Community Insurance Partners (CIP) has let us know that the 2026 policy is the 2nd year of a 3-year policy using Old Republic as our insurance carrier. Andy further advised the premium from 2025 of \$28,846.00 will be the same for this year. Andy requests the board approve the 2026 policy, which has been approved by Mr. Davis with City legal. Andy further asked the board if they would like to exclude the war & terrorism clause as they have done the past several years. Mrs. Marnocha made a MOTION to approve the 2026 ATCT liability insurance renewal at the same rates as 2025. Mr. Shoff SECONDED. Mrs. Marnocha then amended the MOTION to deny the war & terrorism clause. Mr. Shoff SECONDED. There being no further discussion, the motion PASSED unanimously.

Mr. Shreiner advised the next item under New Business is the grounding audit & installation for the ATCT quote from ERS Wireless. Andy requests the board's approval for the ERS Wireless quote for \$11,539.50 for grounding equipment to be installed, which was damaged by the lighting strike. This equipment is designed to help protect the ATCT electronic equipment from power surges. Andy further advised this work will help mitigate damages in case of future lightning strikes. Andy also advised this work has been approved by the City's insurance adjustor. Mrs. Marnocha made a MOTION to approve the ERS Wireless quote for \$11,539.50 and authorizes the board president to sign the quote. Mr. Shoff SECONDED. There being no further discussion, the motion PASSED unanimously.

Mr. Shreiner advised the next item under New Business is the AIP-41 pay request for INDOT reimbursement to EKM in the amount of \$6,656.33. Paul Shaffer with Butler, Fairman & Seufert (BF&S) advised this for the AIP-41, 10-unit T-Hangar (70 series hangars) project reimbursement funds from INDOT to EKM in the total amount of \$6,656.33. Mr. Shaffer advised the total will be from 2 separate payments. The first for \$5,181.33 and the second for \$1,475.00. Mr. Shaffer requests approval for the payment and for the board president to sign the document. Mrs. Marnocha made a MOTION to approve the AIP-41 payment from INDOT to EKM for \$6,656.33 and for the board president to sign the document when it gets sent. Mr. Shoff SECONDED. There being no further discussion, the motion PASSED unanimously.

Mr. Shreiner advised the last item under New Business is the 10-unit T-Hangar project (70 series hangars) New Tech invoice in the amount of \$466,375.01. Mr. Shaffer advised this is for work done on the 10-unit T-Hangar project and asked the board to approve payment and for the board president to sign the document. Mrs. Marnocha made a MOTION to approve the invoice for New Tech in the amount of \$466,375.01 and for the board president to sign the document. Mr. Shoff SECONDED. There being no further discussion, the motion PASSED unanimously.

Privilege of the Floor:

Mr. Shreiner opened comments. There were none.

Adjournment:

Mrs. Marnocha made a MOTION to adjourn. Mr. Shoff SECONDED. There being no further discussion the meeting was ADJOURNED.

City of Elkhart
Board of Aviation Commissioners Meeting
January 28, 2026

Next regular BOAC meeting is scheduled for Wednesday, February 25, 2026 at 4pm. Location will be the Elkhart Municipal Airport Administration Building, 1211 County Road 6 W., Elkhart, IN 46514 & via Webex.

Respectfully Submitted,

Bruce Shreiner

~~Maggie Marnocha, BOAC Secretary~~

Bruce Shreiner, BOAC Vice-President

02.25.26

Date

BOARD OF AVIATION COMMISSION
CLAIM AND ALLOWANCE DOCKET

I HEREBY CERTIFY THAT EACH OF THE ABOVE LISTED VOUCHERS AND INVOICES OR BILLS ATTACHED THERETO ARE TRUE AND CORRECT AND I HAVE AUDITED SAME IN ACCORDANCE WITH IC 5-11-10-1.6. I ALSO HEREBY CERTIFY THAT THESE VOUCHERS AND INVOICES REPRESENT GOODS AND/OR SERVICES THAT ARE FOR THE BENEFIT OF THE CITY OF ELKHART AND THAT APPROPRIATIONS FOR THESE EXPENDITURES HAVE BEEN DULY MADE OR OTHERWISE AUTHORIZED BY THE CITY COUNCIL AND OTHER APPROPRIATE AUTHORITY.

February 23, 2026 Kristie Wendorf
KRISTIE WENDORF - CITY CONTROLLER

IN RELIANCE ON THE ABOVE CERTIFICATION, CLAIMS IN THE TOTAL AMOUNT OF \$77,845.20 AS LISTED ON THE REGISTER ATTACHED HERETO CONSISTING OF 5 PAGES, ARE HEREBY APPROVED EXCLUDING ANY CLAIMS WITHHELD AS SHOWN ON THE SEPARATE SUMMARY OF PENDING CLAIMS.

EXECUTED THIS 25TH DAY OF FEBRUARY 2026 BY:

PRESIDENT

DOUG THORNE

VICE PRESIDENT

Bruce Shreiner
BRUCE SHREINER

SECRETARY

MAGGIE MARNOCHA

TREASURER

attended via Teams Tom Shoff (RS)
TOM SHOFF

Proxy

Aimee Lattimer
Aimee Lattimer

ORIGINAL COPY MUST BE RETAINED IN THE CONTROLLER'S OFFICE



City of Elkhart

City of Elkhart

Expense Approval Report

By Fund

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Amount |
|---|----------------|------------|---------------------------------|--------------------|----------|
| Fund: 2206 - AVIATION | | | | | |
| ExpObject: 4220150 - Operating Supplies | | | | | |
| Menard, INC | 94292AV | 02/25/2026 | Salt for admin bldg water soft | 2206-5-201-4220150 | 11.98 |
| Menard, INC | 95232 | 02/25/2026 | Op/Safety/Garage supplies | 2206-5-201-4220150 | 99.03 |
| ExpObject 4220150 - Operating Supplies Total: | | | | | 111.01 |
| ExpObject: 4220210 - Gasoline | | | | | |
| Yoder Oil Company Inc | 001040872 | 02/25/2026 | Fuel for maint vehicles | 2206-5-201-4220210 | 2,927.03 |
| Yoder Oil Company Inc | INV-001045012 | 02/25/2026 | Fuel for maint vehicles | 2206-5-201-4220210 | 1,185.07 |
| Yoder Oil Company Inc | INV-001050083 | 02/25/2026 | Fuel for maint vehicles | 2206-5-201-4220210 | 2,607.31 |
| ExpObject 4220210 - Gasoline Total: | | | | | 6,719.41 |
| ExpObject: 4220250 - Garage & Motor Supplies | | | | | |
| Menard, INC | 93694 | 02/25/2026 | Items for other garage/motor | 2206-5-201-4220250 | 12.99 |
| NORTH SIDE AUTO PARTS | 5239-493568 | 02/25/2026 | Tire Inflator with guage | 2206-5-201-4220250 | 90.49 |
| AMAZON CAPITAL SERVICES I | 1091-LV61-3XFH | 02/25/2026 | Other garage/motor - pressur | 2206-5-201-4220250 | 85.49 |
| Menard, INC | 95232 | 02/25/2026 | Op/Safety/Garage supplies | 2206-5-201-4220250 | 22.99 |
| ExpObject 4220250 - Garage & Motor Supplies Total: | | | | | 211.96 |
| ExpObject: 4220310 - Household, Laundry, & Cleaning | | | | | |
| Menard, INC | 94380 | 02/25/2026 | Janitorial supplies | 2206-5-201-4220310 | 86.54 |
| Menard, INC | 94435 | 02/25/2026 | Household & Small tools supp | 2206-5-201-4220310 | 26.97 |
| ExpObject 4220310 - Household, Laundry, & Cleaning Total: | | | | | 113.51 |
| ExpObject: 4230110 - Building Materials | | | | | |
| Menard, INC | 94465 | 02/25/2026 | Bldg materials | 2206-5-201-4230110 | 27.87 |
| Menard, INC | 94520 | 02/25/2026 | Bldg mat plumbing line | 2206-5-201-4230110 | 3.39 |
| Menard, INC | 94662 | 02/25/2026 | Bldg mat for hangar lights | 2206-5-201-4230110 | 47.94 |
| ExpObject 4230110 - Building Materials Total: | | | | | 79.20 |
| ExpObject: 4230300 - Small Tools & Minor Equipment | | | | | |
| Menard, INC | 94435 | 02/25/2026 | Household & Small tools supp | 2206-5-201-4230300 | 13.35 |
| ExpObject 4230300 - Small Tools & Minor Equipment Total: | | | | | 13.35 |
| ExpObject: 4310200 - Engineering | | | | | |
| BUTLER, FAIRMAN AND SEUF | 111074 | 02/25/2026 | Gen svcs engineering for airp | 2206-5-201-4310200 | 3,120.00 |
| ExpObject 4310200 - Engineering Total: | | | | | 3,120.00 |
| ExpObject: 4360100 - Repairs & Maintenance | | | | | |
| GRIFFEN PLUMBING & HEATI | SRVCE094783 | 02/25/2026 | Thermostat service repair at t | 2206-5-201-4360100 | 710.00 |
| ExpObject 4360100 - Repairs & Maintenance Total: | | | | | 710.00 |
| ExpObject: 4360200 - Repairs & Maintenance - Equip | | | | | |
| Michlana Contracting, Inc. | 8006 | 02/25/2026 | Taxiway lighting service repair | 2206-5-201-4360200 | 598.58 |
| ExpObject 4360200 - Repairs & Maintenance - Equip Total: | | | | | 598.58 |
| ExpObject: 4360400 - Maintenance Contracts | | | | | |
| Cintas Corp. | 4257584454 | 02/25/2026 | Uniform cleaning contract | 2206-5-201-4360400 | 29.63 |
| Hawkins Water Tech, Inc. | 1071827 | 02/25/2026 | Cooler Rent contract for main | 2206-5-201-4360400 | 12.50 |
| CINTAS CORP #2 - FIRST AID & | 9357627626 | 02/25/2026 | AV eyewash contract | 2206-5-201-4360400 | 99.18 |
| SHOFF SECURITY SERVICES, I | 160317 | 02/25/2026 | Maint bldg alarm monitoring,f | 2206-5-201-4360400 | 208.50 |
| Ricoh USA, Inc | 5072711536 | 02/25/2026 | Copies for Jan 2026 | 2206-5-201-4360400 | 11.08 |
| Hawkins Water Tech, Inc. | 45939TP | 02/25/2026 | Water delivery for maint dept | 2206-5-201-4360400 | 39.50 |
| Cintas Corp. | 4258313947 | 02/25/2026 | Uniform cleaning contract | 2206-5-201-4360400 | 29.63 |
| Cintas Corp. | 4259086834 | 02/25/2026 | Uniform cleaning contract | 2206-5-201-4360400 | 29.63 |
| Cintas Corp. | 4259829736 | 02/25/2026 | Uniform cleaning contract | 2206-5-201-4360400 | 29.63 |
| CINTAS CORP #2 - FIRST AID & | 5319152613 | 02/25/2026 | 1st aid kit refills | 2206-5-201-4360400 | 45.58 |
| ExpObject 4360400 - Maintenance Contracts Total: | | | | | 534.86 |

Expense Approval Report

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Amount | |
|--|------------------|------------|------------------------------|--------------------|--|-------------------------|
| ExpObject: 4370200 - Equipment Rental | | | | | | |
| CROSSROADS BANK | 52219 | 02/25/2026 | AV-snow broom lease paymen | 2206-5-201-4370200 | 38,796.93 | |
| | | | | | ExpObject 4370200 - Equipment Rental Total: | <u>38,796.93</u> |
| ExpObject: 4390300 - Subscriptions | | | | | | |
| Paxton Media Group | 1058508-AIR 2026 | 02/25/2026 | Pilot's lounge newspaper ann | 2206-5-201-4390300 | 207.00 | |
| | | | | | ExpObject 4390300 - Subscriptions Total: | <u>207.00</u> |
| | | | | | Fund 2206 - AVIATION Total: | <u>51,215.81</u> |
| Fund: 4500 - AVIATION FEDERAL | | | | | | |
| ExpObject: 4390900 - Other Services & Charges | | | | | | |
| BUTLER, FAIRMAN AND SEUF | 110965 | 02/25/2026 | 10-unit T-Hgr PS fees | 4500-5-210-4390900 | 15,571.75 | |
| | | | | | ExpObject 4390900 - Other Services & Charges Total: | <u>15,571.75</u> |
| | | | | | Fund 4500 - AVIATION FEDERAL Total: | <u>15,571.75</u> |
| | | | | | Grand Total: | <u><u>66,787.56</u></u> |

Fund Summary

| Fund | Expense Amount |
|-------------------------|------------------|
| 2206 - AVIATION | 51,215.81 |
| 4500 - AVIATION FEDERAL | 15,571.75 |
| Grand Total: | 66,787.56 |

Account Summary

| Account Number | Account Name | Expense Amount |
|---------------------|-------------------------|----------------|
| 2206-5-201-4220150 | Operating Supplies | 111.01 |
| 2206-5-201-4220210 | Gasoline | 6,719.41 |
| 2206-5-201-4220250 | Other Garage & Motor S | 211.96 |
| 2206-5-201-4220310 | Household, Laundry, & C | 113.51 |
| 2206-5-201-4230110 | Building Materials | 79.20 |
| 2206-5-201-4230300 | Small Tools & Mlnor Equ | 13.35 |
| 2206-5-201-4310200 | Engineering | 3,120.00 |
| 2206-5-201-4360100 | Repairs & Maint - Bldg | 710.00 |
| 2206-5-201-4360200 | Repairs To Equipment | 598.58 |
| 2206-5-201-4360400 | Maintenance Contract | 534.86 |
| 2206-5-201-4370200 | Equipment Leases | 38,796.93 |
| 2206-5-201-4390300 | Subscriptions | 207.00 |
| 4500-5-210-4390900 | Other Services & Charge | 15,571.75 |
| Grand Total: | 66,787.56 | |

Project Account Summary

| Project Account Key | Expense Amount |
|---------------------|------------------|
| **None** | 66,787.56 |
| Grand Total: | 66,787.56 |



City of Elkhart

City of Elkhart

Expense Approval Report

By Fund

Payment Dates 1/23/2026 - 2/22/2026

| Vendor Name | Payable Number | Post Date | Description (Item) | Account Number | Amount |
|--|--------------------|------------|---------------------------|--------------------|-----------|
| Fund: 2206 - AVIATION | | | | | |
| ExpObject: 4320400 - Telephone & Communication | | | | | |
| AT&T MOBILITY II LLC | INV0013130-Airport | 01/30/2026 | 287360643281 229 S. 2nd s | 2206-5-201-4320400 | 63.81 |
| Comcast Cable | INV0013402 | 02/13/2026 | 8771402050907961 1211 C | 2206-5-201-4320400 | 231.01 |
| ExpObject 4320400 - Telephone & Communication Total: | | | | | 294.82 |
| ExpObject: 4350100 - Electricity | | | | | |
| Indiana Michigan Power Com | INV0013016 | 01/23/2026 | 04240948119 1211 CR 6W | 2206-5-201-4350100 | 6,004.45 |
| ExpObject 4350100 - Electricity Total: | | | | | 6,004.45 |
| ExpObject: 4350200 - Natural Gas | | | | | |
| Northern Indiana Public Servi | INV0013489 | 02/13/2026 | 7375580016 1321 CR 6W | 2206-5-201-4350200 | 1,895.07 |
| Northern Indiana Public Servi | INV0013490 | 02/13/2026 | 6440000093 1211 CR 6W | 2206-5-201-4350200 | 2,695.08 |
| ExpObject 4350200 - Natural Gas Total: | | | | | 4,590.15 |
| ExpObject: 4350400 - Water & Sewer | | | | | |
| ELKHART PUBLIC UTILITIES | INV0013395 | 02/13/2026 | 1203336003 1211 W County | 2206-5-201-4350400 | 79.43 |
| ELKHART PUBLIC UTILITIES | INV0013396 | 02/13/2026 | 1203335600 1139 W County | 2206-5-201-4350400 | 74.44 |
| ELKHART PUBLIC UTILITIES | INV0013397 | 02/13/2026 | 1203335800 1205 W County | 2206-5-201-4350400 | 14.35 |
| ExpObject 4350400 - Water & Sewer Total: | | | | | 168.22 |
| Fund 2206 - AVIATION Total: | | | | | 11,057.64 |
| Grand Total: | | | | | 11,057.64 |

Report Summary

Fund Summary

| Fund | Payment Amount |
|---------------------|------------------|
| 2206 - AVIATION | <u>11,057.64</u> |
| Grand Total: | 11,057.64 |

Account Summary

| Account Number | Account Name | Payment Amount |
|---------------------|----------------------|------------------|
| 2206-5-201-4320400 | Telephone & Communic | 294.82 |
| 2206-5-201-4350100 | Electricity | 6,004.45 |
| 2206-5-201-4350200 | Natural Gas | 4,590.15 |
| 2206-5-201-4350400 | Water & Sewer | <u>168.22</u> |
| Grand Total: | | 11,057.64 |

Project Account Summary

| Project Account Key | Payment Amount |
|---------------------|------------------|
| **None** | <u>11,057.64</u> |
| Grand Total: | 11,057.64 |



City of Elkhart, Indiana
the city with a heart

MEMORANDUM

DATE: 02/25/26
TO: The Board of Aviation Commissioners
FROM: Andy Jones, Airport Director
RE: Signature on INDOT grant reimbursement

Elkhart Municipal Airport is currently in year 4 (of 5) of our INDOT traffic counting grant program. This grant reimburses EKM every year for 5 years for maintaining a traffic counting system in our control tower. EKM currently pays \$810 per year to Maritime Information Systems, Inc for use of their software, and INDOT reimburses EKM with proof of payment. The Maritime invoice was paid in the January 2026 claims packet and proof of payment has been sent to INDOT. INDOT requires an invoice voucher to be signed before reimbursement. I am asking for the Board's approval to have the BOAC President sign this voucher on behalf of the City of Elkhart, pending legal approval.

Please authorize the Board President to sign the INDOT invoice voucher so EKM is eligible for a \$810 grant reimbursement.

Thank you,


Andy Jones

Andy Jones
Airport Director

Approved as to form and legality

KD

Date 02.25.26
Approved by City of Elkhart
Board of Aviation Commissioners

Bruce G. Shreener
Tom Shoff via Teams 





INDOT AIRPORT DEVELOPMENT FUND GRANT INVOICE

State Form 57871 – Approved by State Board of Accounts, 2025

GRANTEE NAME: CITY OF ELKHART

FACILITY NAME: Elkhart Muni

GRANTEE ADDRESS: 229 S. SECOND STREET , ELKHART, IN 46516

Invoice # AER1022281

Service Date: 01/01/2026 - 12/31/2026

Invoice Date:

FAA Grant # NA

Purchase Order 0020100899

Comments or Special Instructions:

Final Invoice - No

Payment Number 4

Eligible costs to date \$3,240.00

% of State participation 100.00%

State Share \$3,240.00

Previous payments \$2,430.00

Balance due \$810.00

Pursuant to the provision and penalties of Indiana Code 5-11-10-1, I hereby certify that the foregoing account is just and correct, that the amount claimed is legally due, after allowing all just credits, and that no part of the same has been paid.

Bruce Shrewer For Doug Thorne 02.25.26
GRANTEE SIGNATURE Bruce Shrewer DATE

INDOT OFFICE OF AVIATION APPROVAL DATE



City of Elkhart
 229 S 2nd Street
 Elkhart, IN 46516
 574-294-5471

*Proof of Payment for
 traffic counting Software
 to Vendor
 For INDOT Grant
 Reimbursement*

1st Source - Pooled Cash
 South Bend, IN 46634

EFT # 813643

| EFT DATE |
|------------|
| 01/28/2026 |

| PAY THIS AMOUNT |
|-----------------|
| \$810.00 |

PAY *** VOID *** NON-NEGOTIABLE *** VOID *** FOR INFORMATION ONLY *** VOID ***

TO THE ORDER OF MARITIME INFORMATION SYSTEMS, INC
 PO Box 207
 Bristol, RI 02809

CITY OF ELKHART

VENDOR: 025752 MARITIME INFORMATION SYSTEMS, INC

813643

01/28/2026

| DATE | INVOICE # | PO # | DESCRIPTION | AMOUNT |
|----------|-----------|------|--|--------|
| 1/1/2026 | 6884 | | January-December 2026 ATC traffic count software | 810.00 |

CHECK TOTAL 810.00

CITY OF ELKHART

VENDOR: 025752 MARITIME INFORMATION SYSTEMS, INC

813643

01/28/2026

| DATE | INVOICE # | PO # | DESCRIPTION | AMOUNT |
|----------|-----------|------|--|--------|
| 1/1/2026 | 6884 | | January-December 2026 ATC traffic count software | 810.00 |

CHECK TOTAL 810.00



City of Elkhart, Indiana
the city with a heart

MEMORANDUM

DATE: 02/25/26
TO: The Board of Aviation Commissioners
FROM: Andy Jones, Airport Director
RE: Request Approval for Quote to 4T Door System, Inc for southside maintenance building for doors, operators and tracks replacements.

Please approve quote from 4T Door System, Inc for replacements of doors, operators and tracks replacements in the amount of \$97,995.00 and please authorize the board president to sign this quote, pending legal approval from the City Legal Department.

Please approve the quote from 4T Door System, Inc for replacements of doors, operators and tracks in the amount of \$97,995.00 for the southside maintenance building and authorize the board president to sign the quote pending approval from the City Legal Department.

Thank you,

Andy Jones
Andy Jones
Airport Director

Date 02.25.24

Approved by City of Elkhart
Board of Aviation Commissioners

Bruce Shreiner
Ann Latham
Tom Shoff via Teams (E)

Approved as to form and legality

KD

**CONTRACT FOR THE REPLACEMENT OF THE DOORS AT THE SOUTHSIDE
MAINTENANCE BUILDING**

This Agreement is made and entered into this 25 of Feb, 2026, between the CITY OF ELKHART, INDIANA, by and through its Board of Aviation Commissioners ("BOAC"), located at 229 S. Second Street, Elkhart, Indiana 46516, and **4T DOOR SYSTEMS, Inc.**, ("CONTRACTOR"), located at 1620 W. Bristol Street, Elkhart, IN 46514.

RECITALS:

WHEREAS, the City of Elkhart Municipal Airport (Airport) needs to replace the doors, operators, and track replacements at the southside maintenance building; and

WHEREAS, the Airport desires to retain the services of a competent contractor with the necessary equipment, expertise, and personnel to perform the required repairs; and

WHEREAS, the CONTRACTOR represents that it has the requisite expertise and ability to complete this project and guarantees that CONTRACTOR is properly bonded;

NOW, THEREFORE, in consideration of the foregoing and of the mutual covenants and promises herein contained, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties do hereby agree as follows:

SECTION 1. Scope of Services.

CONTRACTOR agrees to furnish the services listed in the Quote attached to this Contract as Exhibit A.

SECTION 2. Schedule.

Services described in Section 1 shall commence within a reasonable amount of time from when CITY approval of this Agreement is communicated to CONTRACTOR.

SECTION 3. Payment.

In consideration of the services rendered under this contract, the CITY agrees to pay the CONTRACTOR the sum of Ninety-Seven Thousand Nine Hundred Ninety Five and 00/100 Dollars (\$97,995.00) for the services listed in Exhibit A; paid forty-five (45) days after the work is completed upon inspection and approval by the City.

SECTION 4. Insurance.

The Contractor shall secure and keep in force during the term of this Contract, the following insurance coverages, covering the Contractor for any and all claims of any nature which may in any manner arise out of or result from Contractor performance under this Contract:

Commercial general liability, including contractual coverage, and products or completed operations coverage (if applicable), with minimum liability limits of \$1,000,000 per person and \$5,000,000 per occurrence unless additional coverage is required by the City or the State. The City and State are to

be named as additional insureds on a primary, non-contributory basis for any liability arising directly or indirectly under or in connection with this Contract.

Automobile liability with minimum liability limits of \$700,000 per person and \$5,000,000 per occurrence. The City and State are to be named as additional insureds on a primary, non-contributory basis.

The Contractor shall provide proof of such insurance coverage by tendering to the undersigned City representative a certificate of insurance prior to the commencement of this Contract and proof of worker's compensation coverage meeting all statutory requirements of Indiana Code 22-3-2. In addition, proof of an "all states endorsement" covering claims occurring outside the State is required if any of the services provided under this Contract involve work outside of Indiana.

The Contractor's insurance coverage must meet the following additional requirements:

- A. The insured must have a certificate of City issued by the Indiana Department of Insurance.
- B. Any deductible or self-insured retention amount or other similar obligation under the insurance policies shall be the sole obligation of the Contractor.
- C. The City and the State will be defended, indemnified and held harmless to the full extent of any coverage actually secured by the Contractor in excess of the minimum requirements set forth above. The duty to indemnify the City and the State under this Contract shall not be limited by the insurance required in this Contract.
- D. The insurance required in this Contract, through a policy or endorsement, shall include a provision that the policy and endorsements may not be canceled or modified without thirty (30) days prior written notice to the City.
- E. Failure to provide insurance as required in this Contract may be deemed a material breach of contract entitling the City to immediately terminate this Contract.

SECTION 5. Indemnification.

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless City, and City's officers, directors, partners, agents, consultants, and employees from and against any and all claims, costs, losses, and damages (including but not limited to, all fees and charges of contractors, engineers, architects, attorneys, and other professionals, and all court, arbitration, or other dispute resolution costs) arising out of or relating to the Project, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, death, or to damage to or destruction of tangible property (including any resulting loss of use), but only to the extent caused by any negligent act or omission of Contractor or Contractor's officers, directors, partners, employees, or Consultants.

SECTION 6. Assignment.

Neither this agreement nor any interest of CONTRACTOR herein may be assigned, sublet, or transferred to a third party without prior written consent of the CITY.

SECTION 7. Governing Law.

This Agreement shall be construed in accordance with and governed by the laws of the State of Indiana and any suit based thereon must be brought in the Superior or Circuit Court of Elkhart County, Indiana.

SECTION 8. Compliance with State and Local Law.

CONTRACTOR agrees to comply with all federal, state and local laws, rules, regulations, or ordinances that are applicable at the time of CONTRACTOR'S services pursuant to this Agreement are rendered, and all provisions required thereby to be included herein are hereby incorporated by reference.

SECTION 9. E-Verify Compliance.

All terms defined in LC. § 22-5-1.7 et seq. are adopted and incorporated into this section. Pursuant to LC. § 22-5-1.7 et seq., CONTRACTOR shall enroll in and verify the work eligibility status of all of its newly-hired employees using the E-Verify program, if it has not already done so as of the date of this Agreement. CONTRACTOR is further required to execute an affidavit affirming that: (i) it is enrolled and is participating in the E-Verify program, and (ii) does not knowingly employ any unauthorized aliens. In support of the affidavit, CONTRACTOR shall provide the CITY with documentation that it has enrolled and is participating in the E-Verify program. This Agreement shall not take effect until said affidavit is signed by CONTRACTOR and delivered to the CITY's authorized representative.

Should CONTRACTOR subcontract for the performance of any work under this Agreement, the CONTRACTOR shall require any subcontractor(s) to certify by affidavit that: (i) the subcontractor does not knowingly employ or contract with any unauthorized aliens, and (ii) has enrolled and is participating in the E-Verify program. CONTRACTOR shall maintain a copy of such certification for the duration of the term of any subcontract. CONTRACTOR shall also deliver a copy of the certification to the CITY within seven (7) days of the effective date of the subcontract.

If Contractor, or any subcontractor of Contractor, knowingly employs or contracts with any unauthorized aliens, or retains an employee or contract with a person that the CONTRACTOR or subcontractor subsequently learns is an unauthorized alien, CONTRACTOR shall terminate the employment of or contract with the unauthorized alien within thirty (30) days ("Cure Period"). Should the CONTRACTOR or any subcontractor of CONTRACTOR fail to cure within the Cure Period, the CITY has the right to terminate this Agreement without consequence.

The E-Verify requirements of this Agreement will not apply should the E-Verify program cease to exist.

SECTION 10. Supplement.

This Agreement may only be amended, supplemented or modified by a written document executed in the same manner as this Agreement.

SECTION 11. Entire Agreement.

This Agreement constitutes the entire agreement of the parties, and, unless specified otherwise herein, no representations, inducement, promises, or prior agreements, oral or written between the parties, or made by any agent on behalf of the parties or otherwise, shall be of any force and effect.

SECTION 12. Authority.

The persons signing this Agreement warrant that they have the authority to sign as, or on behalf of, the party for whom they are signing.

SECTION 13. Nondiscrimination.

CONTRACTOR shall not be in violation of Elkhart City Ordinance No. 4101, for the duration of this agreement. Should CONTRACTOR be in violation of any of the aforementioned provisions, such shall be considered a material breach of this agreement.

SECTION 14. Severability.

In the event that any portion of this Agreement is found to be invalid it shall be deemed severed and the remainder of this Agreement shall remain in full force and effect as if the severed portion did not exist.

SECTION 15. Council Appropriation.

In the event funds for the payment of services pursuant to this Agreement are not appropriated by the Elkhart City Common Council, then, the CITY shall have the right to terminate this Agreement without penalty by giving prior written notice to CONTRACTOR.

IN WITNESS WHEREOF, the parties have duly executed this Agreement pursuant to all the required authorization as of the date first set forth above.


Douglas Thorne, President
Board of Aviation Commission

By: _____
Printed Name: _____
Contractor

4T DOOR SYSTEMS, INC.*Elkhart's Only Accredited Door Dealer*

1620 W. BRISTOL ST. ELKHART, IN 46514

PH. (574) 262-0247 FAX (574) 262-0541

Email: jmetcalf@4tdoor.comVisit us at www.4tdoor.com

Date: February 18, 2026

Re.: Maintenance building-Rev 2

Bill to:Elkhart Municipal Airport
1211 CR 6
Elkhart, IN 46514**Service:**Elkhart Municipal Airport
2256 Airport Rd
Elkhart, IN 46514

Attn. Rick Johnson

PH.: 574 361-2123

Email: rick.johnson@coei.org

In reference to the above named job, I am pleased to quote you the following for your considerations.

**Remove and haul of existing equipment. Provide and Install:

| QUANTITY | DIMENSIONS | MANUFACTURER | MODEL |
|----------|---------------|--------------|-------|
| 1 | 22'2" x 15'3" | HAAS | 716 |

** V-Groove panel.

** White.

** Eight sections.

** (4) 24" x 6", 1/2" Insulated glass with black frame.

Located in the 3rd section, panels 2, 3, 4 and 5.

** 1 3/4" Thick w/Thermal break, 0.093 Tested U-Factor.

** R-16.18 value insulation is injected polyurethane foam.

** 26 Gauge steel sandwich construction with steel inside.

** Prefinished using urethane primer and polyester baked on finish.

** End stiles are 16 gauge galvanized steel with a thermal break.

** Top sections have a full length header seal.

** Heavy-Duty 11 Gauge steel hinges.

** (8) 3" E Struts.

** 15" Radius track and slide lock.

** Solid shaft.

** 3" Reverse angle track mounted to steel jambs.

** 10 Ball steel rollers.

** All steel tracks and hardware are galvanized to prevent corrosion/rust.

** Clip on vinyl perimeter weather seal.

NOTE: Door #1.

| QUANTITY | DIMENSIONS | MANUFACTURER | MODEL |
|----------|---------------|--------------|-------|
| 2 | 12'2" x 15'3" | HAAS | 712 |

- ** V-Groove panel.
- ** White.
- ** Eight sections.
- ** (3) 24" x 6", 1/2" Insulated glass with black frame.
Located in the 3rd section.
- ** 1 3/4" Thick w/Thermal break, 0.093 Tested U-Factor.
- ** R-16.18 value insulation is injected polyurethane foam.
- ** 26 Gauge steel sandwich construction with steel inside.
- ** Prefinished using urethane primer and polyester baked on finish.
- ** Heavy-Duty 11 Gauge steel hinges.
- ** (1) 2" E Struts.
- ** 15" Radius track and slide lock.
- ** Solid shaft.
- ** 2" Reverse angle track mounted to steel jambs.
- ** 10 Ball steel rollers.
- ** All steel tracks and hardware are galvanized to prevent corrosion/rust.
- ** Clip on vinyl perimeter weather seal.

NOTE: Door #2 and #3.

| QUANTITY | DIMENSIONS | MANUFACTURER | MODEL |
|----------|---------------|--------------|-------|
| 3 | 16'2" x 15'3" | HAAS | 712 |

- ** V-Groove panel.
- ** White.
- ** Eight sections.
- ** (4) 24" x 6", 1/2" Insulated glass with black frame.
Located in the 3rd section.
- ** 1 3/4" Thick w/Thermal break, 0.093 Tested U-Factor.
- ** R-16.18 value insulation is injected polyurethane foam.
- ** 26 Gauge steel sandwich construction with steel inside.
- ** Prefinished using urethane primer and polyester baked on finish.
- ** Heavy-Duty 11 Gauge steel hinges.
- ** (4) 2" E Struts.
- ** 15" Radius track and slide lock.
- ** Solid shaft.
- ** 2" Reverse angle track mounted to steel jambs.
- ** 10 Ball steel rollers.
- ** All steel tracks and hardware are galvanized to prevent corrosion/rust.
- ** Clip on vinyl perimeter weather seal.

NOTE: Door #4, #5 and #6.

| QUANTITY | DIMENSIONS | MANUFACTURER | MODEL |
|----------|---------------|--------------|-------|
| 1 | 14'2" x 15'3" | HAAS | 712 |

- ** V-Groove panel.
- ** White.
- ** Eight sections.
- ** (4) 24" x 6", 1/2" Insulated glass with black frame.
Located in the 3rd section.
- ** 1 3/4" Thick w/Thermal break, 0.093 Tested U-Factor.
- ** R-16.18 value insulation is injected polyurethane foam.
- ** 26 Gauge steel sandwich construction with steel inside.
- ** Prefinished using urethane primer and polyester baked on finish.
- ** Heavy-Duty 11 Gauge steel hinges.
- ** (1) 2" E Struts.
- ** 15" Radius track and slide lock.
- ** Solid shaft.
- ** 2" Reverse angle track mounted to steel jambs.
- ** 10 Ball steel rollers.
- ** All steel tracks and hardware are galvanized to prevent corrosion/rust.
- ** Clip on vinyl perimeter weather seal.

NOTE: Door #7.

| QUANTITY | | MANUFACTURER | MODEL | WEIGHT/SPROCKET |
|----------|-------------|--------------|-------|-----------------|
| 6 | 16' Trolley | LIFTMASTER | TDC | 700 |

- ** Single phase 120V motor.
- ** Smooth/Soft start/stop operation.
- ** Electromechanical brake.
- ** UL 325 Listed.
- ** Built-in Wi-Fi.
- ** Emergency manual disconnect cord.
- ** (1) Inside 3-button control w/4-Line LCD display.
- ** Photoeyes-CPS-RPEN4.
- ** Security+2.0.

NOTE: Transmitter(s) NOT included.

NOTE: Door #2, 3, 4, 5, 6 and 7.

| QUANTITY | | MANUFACTURER | MODEL | WEIGHT/SPROCKET |
|----------|-------------|--------------|-------|-----------------|
| 1 | 16' Trolley | LIFTMASTER | TDC | 1200 |

- ** Single phase 120V motor.
- ** Smooth/Soft start/stop operation.
- ** Electromechanical brake.
- ** UL 325 Listed.
- ** Built-in Wi-Fi.
- ** Emergency manual disconnect cord.
- ** (1) Inside 3-button control w/4-Line LCD display.
- ** Photoeyes-CPS-RPEN4.
- ** Security+2.0.

NOTE: Transmitter(s) NOT included.

NOTE: Door #1.

General work included:

- ** Labor and materials to remove and replace (2) entry doors and frames.
- ** Labor and materials to sawcut opening in CMU/Brick wall for entry door.
- ** Labor to demo and dispose of all block and concrete within cut area.
- ** Labor and materials to reinforce opening.
- ** Labor to install (1) entry door and frame in opening.

Excluded:

- ** Electrical.
- ** Painting.
- ** Fire suppression.
- ** Mechanical/HVAC.
- ** Plumbing.
- ** Fire alarm.
- ** Concrete.
- ** Labor outside of normal M-F working hours.
- ** Anything not specifically noted above.
- ** Unforeseen conditions.
- ** Builders Risk Insurance.

Single steel entry door:

- ** Single door system.
- ** 3070 Door system. 40" x 88" x 5 3/4".
- ** 5 3/4" w/4" Face header.
- ** Gray primed.
- ** Stainless steel hinges.
- ** ADA Aluminum threshold.
- ** A-Swing: RH Outswing (LHR).
- ** Full face weld frame.
- ** Cylinder Lever lock HD GR1.
- ** XHD Grade 1 closer.
- ** Latchguard.

NOTE: South door.

Single steel entry door:

- ** Single door system.
- ** 3070 Door system. 40" x 88" x 5 3/4".
- ** 5 3/4" w/4" Face header.
- ** Gray primed.
- ** Stainless steel hinges.
- ** ADA Aluminum threshold.
- ** A-Swing: RH Outswing (LHR).
- ** Full face weld frame.
- ** Lite kit-24"x36" Prime-Painted (Standard Gray)-w/1/4" Tempered glass.
- ** Cylinder Lever lock HD GR1.
- ** XHD Grade 1 closer.
- ** Latchguard.

NOTE: North door.

Single steel entry door:

- ** Single door system.
- ** 3070 Door system. 40" x 88" x 5 3/4".
- ** 5 3/4" w/4" Face header.
- ** Powder coated-Standard Gray.
- ** Stainless steel hinges.
- ** ADA Aluminum threshold.
- ** B-Swing: LH Outswing (RHR).
- ** Back weld frame.
- ** Cylinder Lever lock HD GR1.
- ** XHD Grade 1 closer.
- ** Latchguard.

NOTE: Inside door/Salt bay.

TOTAL INCLUDES MATERIALS AND LABOR.....\$97,995.00

****Please sign, date and return quote upon approval.****
****PRICE IS SUBJECT TO CHANGE WITHOUT NOTICE.****

Thank you

Jason Metcalf
4T Door Systems

Payment to be made as follows: 50% down; 50% upon completion. Openings are to be prepared by others according to our specifications. The above cost does not include painting, glass, glazing, or wiring to electric operator, unless specified. Agreements are contingent upon accidents, strikes, or any condition beyond our control. We carry contractors, manufacturers and employers' liability, with workman's compensation insurance. Acceptance of proposal, pricing, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work above. Payment will be made as outlined above. Customer accepts responsibility for attorney fees if collection action is necessary.

Signature:

Bruce Steiner VP

Date:

02.25.26



City of Elkhart, Indiana
the city with a heart.

MEMORANDUM

DATE: 02/25/26
TO: The Board of Aviation Commissioners
FROM: Andy Jones, Airport Director
RE: New Maintenance employees CDL certification classes & budget transfer request

Please approve attendance for the three new maintenance employees: Nathan Hickey, David Baker and Robert Baumner to obtain their CDL-B certifications with 160 Driving Academy at the Ivy Tech campus in Elkhart in May 2026. Obtaining CDL-B licenses is a requirement of the job in order to drive maintenance equipment on City streets. Costs for each employee is \$3,950.00 for a total cost of \$11,850.00. Please also approve a transfer request of \$11,850.00 from the Aviation liability budget line to the Education budget line for these classes.

Please authorize attendance of the three new maintenance employees to CDL classes in May for a total cost of \$11,850.00. Please also approve a budget line transfer request of this amount from Liability Insurance to Education.

Approved as to form and legality

Thank you,

Andy Jones

Andy Jones
Airport Director

KD

Date 02.25.26
Approved by City of Elkhart
Board of Aviation Commissioners
Bruce Shreiner
Tom Shott via Teams (RS)



City of Elkhart, Indiana
the city with a heart.

MEMORANDUM

DATE: 02/25/26
TO: The Board of Aviation Commissioners
FROM: Andy Jones, Airport Director
RE: Travel to AAAE 98th Annual Airport Conference

The airport director would like to attend the 2026 98th annual airport conference in Los Angeles, CA in May; hosted by the American Association of Airport Executives (AAAE). Seminars include federal partnerships, regulatory insight, emergency preparedness, leadership and much more. Costs for travel, lodging, meals & registration for the course was included in the Aviation FY 2026 budget. Cost will be approximately \$5,000.00. Please approve the airport director's attendance at this conference.

Please authorize the airport director to attend the 2026 98th annual AAAE conference in Los Angeles, CA in May.

Approved as to form and legality

Thank you,

Andy Jones

Andy Jones
Airport Director

KD

Date 02.25.26

Approved by City of Elkhart
Board of Aviation Commissioners

Bruce S. Shoeney

Alan [Signature]

Tom Shoff via Teams (KS)

Conference Education

The 98th Annual AAAE Conference & Exposition delivers a forward-looking education program designed for aviation professionals navigating growth, complexity, and change. From federal partnerships and emergency preparedness to emerging technologies, workforce challenges, and global mega-events, this year's sessions focus on the issues shaping the future of airports.

Through interactive panels, roundtables, and case-driven discussions, attendees will hear from industry experts, peer airports, and government partners—gaining practical insights, real-world lessons, and strategies they can apply immediately.

Federal Partnerships & Regulatory Insight

Engage with federal stakeholders in sessions featuring the FAA, CBP, and TSA. These discussions explore evolving regulations, shared priorities, and collaborative approaches that support safe, efficient, and compliant airport operations.

Emergency Preparedness & Airport Response

Airport response planning goes beyond compliance—it's about readiness when communities depend on airports most. Examine coordination, lessons learned from recent events, and how airports prepare teams to respond effectively under pressure.

Operational Readiness for Major Events

With global and national events on the horizon—including the FIFA World Cup, Olympic Games, and Super Bowl—airports are preparing for unprecedented demand. This session explores planning for passenger surges, increased aircraft activity, and heightened visibility while maintaining safe, everyday operations, including impacts to general aviation.

Funding, Capital, & Construction

Explore strategies for accessing capital, funding critical projects, and delivering complex construction programs while minimizing operational disruption.

Workforce & Leadership

From employee retention to leadership development, this session will address how airports are strengthening their workforce and building resilient teams for the future.

Customer Experience: Wins, Big Bets & What's Moving the Needle

Passenger expectations are rising fast. Move beyond buzzwords to explore how airports are rethinking customer experience—from terminal design and smoother journeys to creating a true sense of place that builds trust and excitement for the future of flying.

Innovation & Emerging Technologies

Discover what's next for airport operations, including:

- Advanced Air Mobility (AAM) and eVTOL infrastructure
- Sustainable Aviation Fuel (SAF) and decarbonization
- Cybersecurity and risk management
- Advanced ATC innovation and runway technologies
- Ramp, baggage, and AI-enabled operational solutions
- And more!

Air Service, Cargo, & Capacity Management

As airports grow, managing capacity, ground control, and airside safety becomes more complex. Explore how airports are addressing space constraints, GSE challenges, and operational impacts tied to expanding air service and cargo activity.

Using AI to Market Yourself

Discover how AI is transforming personal and airport marketing—from optimizing LinkedIn profiles and professional messaging to amplifying your story and impact in a digital-first landscape.

Touchdown to Torch Lighting – Airports, Cities, and Cultures Colliding on the World Stage

As Los Angeles prepares to welcome major global events, this session explores how airports, cities, and cultures converge—from first impressions and diplomacy to disruption and traveler expectations—revealing how collaboration helps cities not just host the world, but welcome it.

Collaboration, Legal, & Industry Support

Discussions will focus on the legal and regulatory issues impacting airports today and ahead.



Saturday, May 2

Sunday, May 3

Monday, May 4

Tuesday, May 5



Wednesday, May 6

Academic Track

Saturday, May 2

- **Delegate Registration**
8 a.m. – 6 p.m.
- **Exhibitor Set-up**
8 a.m. – 5 p.m.
- **Attendee Volunteer Event: Location TBD**
8 a.m. – 3 p.m.
- **Accreditation Interviews**
8 a.m. – 5 p.m.
- **Board of Directors and PRC Meeting**
12 – 4:30 p.m.





Saturday, May 2 Sunday, May 3 Monday, May 4 Tuesday, May 5
Wednesday, May 6 Academic Track

Sunday, May 3

- **Delegate Registration**
8 a.m. – 6:30 p.m.
- **Exhibitor Set-up**
8 a.m. – 3 p.m.
- **Accreditation Interviews**
8 a.m. – 5 p.m.
- **Chapter Meetings**
9 – 10:15 a.m.
- **Academic Track: Welcome and Education Session**
10:15 – 11:45 a.m.
- **AAAE Executive Business Meeting**
10:30 a.m. – 12 p.m.
- **Committee Meetings**
12:30 – 2 p.m.
- **Committee Meetings**
2:30 – 4 p.m.



- **Saturday, May 2**
- Sunday, May 3
- Monday, May 4
- Tuesday, May 5
- Wednesday, May 6
- Academic Track

Saturday, May 2

- **Delegate Registration**
8 a.m. - 6 p.m.
- **Exhibitor Set-up**
8 a.m. - 5 p.m.
- **Attendee Volunteer Event: Location TBD**
8 a.m. - 3 p.m.
- **Accreditation Interviews**
8 a.m. - 5 p.m.
- **Board of Directors and PRC Meeting**
12 - 4:30 p.m.

- Saturday, May 2
- **Sunday, May 3**
- Monday, May 4
- Tuesday, May 5
- Wednesday, May 6
- Academic Track

Sunday, May 3

- **Delegate Registration**
8 a.m. – 6:30 p.m.
- **Exhibitor Set-up**
8 a.m. – 3 p.m.
- **Accreditation Interviews**
8 a.m. – 5 p.m.
- **Chapter Meetings**
9 – 10:15 a.m.
- **Academic Track: Welcome and Education Session**
10:15 – 11:45 a.m.
- **AAAE Executive Business Meeting**
10:30 a.m. – 12 p.m.
- **Committee Meetings**
12:30 – 2 p.m.
- **Committee Meetings**

2:30 – 4 p.m.

- **Academic Track: Student Mixer with Mentors**

2:30 – 4:30 p.m.

- **Academic Track: Student Mentor/Mentee Match-Up**

4:30 p.m.

- **Welcome and Exhibit Hall Open**

4:45 – 6:30 p.m.

- **Young Professionals Mixer**

6:45 – 7:45 p.m.

- Thursday, May 2
- Sunday, May 3
- **Monday, May 4**
- Tuesday, May 5
- Wednesday, May 6
- Academic Track

Monday, May 4

- **Breakfast in Exhibit Hall**

8 – 9 a.m.

- **Academic Track: Student Career Exploration Fair**

9 a.m. – 12 p.m.

- **Official Conference Opening Ceremony and Keynote**

9 – 10:30 a.m.

- **Networking Break and Hudson Book Signing in Exhibit Hall**

10:30 – 11:15 a.m.

- **Education Session: SAF and Decarbonization**

11:15 a.m. – 12:30 p.m.

- **Education Session: Capital and Construction**

11:15 a.m. – 12:30 p.m.

- **Education Session: Air Cargo**

11:15 a.m. – 12:30 p.m.

- **Education Session: Roundtable with FAA**

11:15 a.m. - 12:30 p.m.

- **Lunch in Exhibit Hall**

12:30 - 2 p.m.

- **Peer Perspectives: A Student-led Discussion and Q&A**

1:30 - 3 p.m.

- **Faculty Advisor Meet-Up**

1:30 - 2:30 p.m.

- **Education Session: Operational Readiness**

2 - 3:15 p.m.

- **Education Session: General Aviation Hangar Development**

2 - 3:15 p.m.

- **Education Session: CX Big Wins**

2 - 3:15 p.m.

- **Workshop: Airport Support Group**

2 - 3:15 p.m.

- **Networking Break in Exhibit Hall**

3:15 - 4 p.m.

- **CEO Panel**

4 - 5 p.m.

- **Evening Event**

6:30 - 9 p.m.

Hosted by LAWA

- , May 2
- Sunday, May 3
- Monday, May 4
- **Tuesday, May 5**
- Wednesday, May 6
- Academic Track

Tuesday, May 5

- **Breakfast in Exhibit Hall**

8 – 9:30 a.m.

- **AAAE Executive Business Meeting**

9 – 9:30 a.m.

- **Education Session: Employee Retention**

9:30 – 10:45 a.m.

- **Education Session: Touchdown to Torch Lighting – Airports, Cities, and Cultures Colliding on the World Stage**

9:30 – 10:45 a.m.

- **Education Session: Legal and Regulatory**

9:30 – 10:45 a.m.

- **Education Session: Discussion with CBP and TSA**

9:30 – 10:45 a.m.

- **Workshop: eVTOL and AAM**

9:30 – 10:15 a.m.

- **General Session II**

10:45 a.m. - 12:15 p.m.

- **Lunch and Networking in Exhibit Hall**

12:15 - 2:15 p.m.

- **Education Session: Emergency Preparedness**

2:15 - 3:30 p.m.

- **Education Session: Funding/Access to Capital**

2:15 - 3:30 p.m.

- **Education Session: Technology: Ramp Operations, Baggage Operations; Camera AI**

2:15 - 3:30 p.m.

- **Workshop: Marketing Yourself & AI**

2:15 - 3 p.m.

- **Education Session: Advanced ATC Innovation & Runway Technology**

3:30 - 4:45 p.m.

- **Education Session: Cybersecurity**

3:30 - 4:45 p.m.

- **Education Session: Growth & Capacity Management**

3:30 - 4:45 p.m.

- **Chair's Reception**

5:30 - 6:15 p.m.

- **Dinner**

6:30 - 7:45 p.m.

- **Closing Ceremony**

7:45 - 8:30 p.m.

- **After Party**

8:30 - 10 p.m.

Hosted by PHX

- **Education Sessions**

2:15 - 3:30 p.m.

Wednesday, May 6

- **Airport Tour: Discover LAX Like You've Never Seen It!**

8 a.m. - 12 p.m.

Join us for an in-depth tour of Los Angeles International Airport, where aviation history meets the future of flying! Experience a close-up look at the dynamic operations and transformational innovations that keep one of the world's busiest airports moving. Explore the future of LAX airport mobility with a visit to the beating heart of the new SkyLink automated people mover operations. Learn how our transformed travel experience – from track to terminal, from art to architecture – is reshaping passenger travel and putting the LA in LAX. Enjoy some free time and conclude your visit with a nostalgic trip through aviation's golden age at the Flight Path Museum, home to a fascinating collection of LAX history, vintage aircraft, and rare memorabilia that celebrate decades of flight. We can't wait to show you LAX from a whole new perspective.

The tour will depart from, and return to, the Flight Path Museum, located on the south side of the LAX airfield:

[6661 W. Imperial Hwy., Los Angeles, CA 90045](#)

Luggage/belongings can be stored in the museum, which will be closed to the public. Attendees should remember to keep a government-issued I.D. on their person for the duration of the tour



City of Elkhart, Indiana
the city with a heart

MEMORANDUM

DATE: 02/25/26
TO: The Board of Aviation Commissioners
FROM: Andy Jones, Airport Director
RE: Approval of AIP-40 Pay Request #10 For BF&S Invoice

Please approve pay request #10 for AIP-40 for the 70 series, 10-unit T-Hangar construction project, for Butler, Fairman & Seufert (BF&S) invoice for \$15,571.75 for professional services fees. Please also authorize the board president to sign this document.

Please approve pay request #10 for the AIP-40 10-unit T-Hangar project for BF&S invoice in the amount of \$15,571.75 and give authorization for the board president to sign this document.

Thank you,

Andy Jones
Andy Jones
Airport Director

Approved as to form and legality

Date 02.25.26
Approved by City of Elkhart
Board of Aviation Commissioners
Bruce R. Shively
Tom Shoff via Teams (CS)

KD

BUTLER, FAIRMAN and SEUFERT, INC.
 Consulting Engineers
 8450 WESTFIELD BLVD., SUITE 300
 INDIANAPOLIS, IN 46240-8302

317 713-4615
 FAX 317 713-4616

LETTER OF TRANSMITTAL

| | |
|---|--------------|
| DATE 2/25/26 | JOB NO. 7298 |
| ATTENTION: Travis Warren e-copy | |
| RE: Elkhart Municipal Airport | |
| AIP No. 3-18-0018-040-2024 | |
| Construct 10-Unit T-Hangar Building - Construction, Phase 2/4; T-Hangar South Taxilane - Construction, Phase 2/4; T-Hangar North Taxilane - Construction, Phase 2/2 | |

TO

Indiana Department of Transportation
 Office of Aviation
 100 North Senate Avenue
 Indiana Government Center, Room N808
 Indianapolis, Indiana 46204-2219

WE ARE SENDING YOU Attached Under separate cover via _____ the following items:

- Shop drawings Prints Plans Sample Specifications
 Copy of letter Change order

| COPIES | DATE | NO. | DESCRIPTION |
|--------|------|-----|----------------------------------|
| 1 | | | CIV - Partial Pay Request No. 10 |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

THESE ARE TRANSMITTED as checked below:

- For approval Approved as submitted Resubmit _____ copies for approval
 For your use Approved as noted Submit _____ copies for distribution
 As requested Returned for corrections Return _____ corrected prints
 For review and comment
 FOR BIDS DUE _____ 20 _____ PRINTS RETURNED AFTER LOAN TO US

REMARKS _____

| |
|--------------------|
| Federal: \$14,014 |
| State: \$778.59 |
| Local: \$779.16 |
| Total: \$15,571.75 |

COPY TO Andy Jones, Karen Shaw

SIGNED: 
 Paul Shaffer, P.E.

| | | |
|--|--|--|
| OUTLAY REPORT AND REQUEST FOR REIMBURSEMENT FOR CONSTRUCTION PROGRAMS | 1. TYPE OF REQUEST <input type="checkbox"/> FINAL <input checked="" type="checkbox"/> PARTIAL | 2. BASIS OF REQUEST <input type="checkbox"/> CASH <input checked="" type="checkbox"/> ACCRUAL |
|--|--|--|

| | |
|---|--|
| 3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH THIS REPORT IS SUBMITTED Federal Aviation Administration | 4. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED BY FEDERAL AGENCY 3-18-0018-040-2024 |
|---|--|

| | | |
|---|--|--|
| 5. PARTIAL PAYMENT REQUEST NUMBER FOR THIS REQUEST 10 | 6. EMPLOYER IDENTIFICATION NUMBER 35-6001016 | 7. FINANCIAL ASSISTANCE IDENTIFICATION NUMBER WKESQNN9VGL7 |
|---|--|--|

8. PERIOD COVERED BY THIS REQUEST
From: 01/01/2026 To: 02/25/2026

9. RECIPIENT ORGANIZATION

Name: Elkhart Municipal Airport
Street1: 1211 County Road 6 W
Street2:
City: Elkhart
County:
State: IN: Indiana
Province:
Country: USA: UNITED STATES
ZIP / Postal Code: 46514-000

10. PAYEE (Where check is to be sent if different than item 9)


Name:
Street1:
Street2:
City:
County:
State:
Province:
Country:
ZIP / Postal Code:

| 11. STATUS OF FUNDS | | | | |
|--|--------------|-----------|------------|--------------|
| CLASSIFICATION | PROGRAMS | FUNCTIONS | ACTIVITIES | TOTAL |
| | (a) 90 | (b) | (c) | |
| a. Administrative expense | \$ | \$ | \$ | \$ |
| b. Preliminary expense | | | | |
| c. Land, structures, right-of-way | | | | |
| d. Architectural engineering basic fees | | | | |
| e. Other architectural engineering fees | | | | |
| f. Project inspection fees | 81,424.25 | | | 81,424.25 |
| g. Land development | | | | |
| h. Relocation expense | | | | |
| i. Relocation payments to individuals and businesses | | | | |
| j. Demolition and removal | | | | |
| k. Construction and project improvement cost | 665,798.90 | | | 665,798.90 |
| l. Equipment | | | | |
| m. Miscellaneous cost | | | | |
| n. Total cumulative to date (sum of lines a thru m) | 747,223.15 | | | 747,223.15 |
| o. Deductions for program income | | | | |
| p. Net cumulative to date (line n minus line o) | 747,223.15 | | | 747,223.15 |
| q. Federal share to date | 672,500.00 | | | 672,500.00 |
| r. Rehabilitation grants (100% reimbursement) | | | | |
| s. Total Federal share (sum of lines q and r) | 672,500.00 | | | 672,500.00 |
| t. Federal payments previously requested | 658,486.00 | | | 658,486.00 |
| u. Amount requested for reimbursement | \$ 14,014.00 | \$ | \$ | \$ 14,014.00 |
| v. Percentage of physical completion of project | 88.00 % | % | % | 88.00 % |

12. CERTIFICATION

I certify that to the best of my knowledge and belief the billed costs or disbursements are in accordance with the terms of the project and that the reimbursement represents the Federal share due which has not been previously requested and that an inspection has been performed and all work is in accordance with the terms of the award.

a. RECIPIENT


| | |
|---|-------------------------------------|
| SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL  | DATE REPORT SUBMITTED 02/25/2026 |
|---|-------------------------------------|

TYPED OR PRINTED NAME AND TITLE

Prefix: First Name: Middle Name:
Last Name: Suffix:
Title:

TELEPHONE (Area code, number, and extension)

b. REPRESENTATIVE CERTIFYING TO LINE 11V

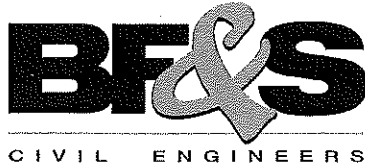
| | |
|---|---------------------------|
| SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL  | DATE SIGNED 02/25/2026 |
|---|---------------------------|

TYPED OR PRINTED NAME AND TITLE

Prefix: First Name: Middle Name:
Last Name: Suffix:
Title:

TELEPHONE (Area code, number, and extension)

| STATEMENT AND DISTRIBUTION OF AIP PROJECT COSTS | | | | | | | | | | PAYMENTS RECEIVED | | | | | | | | | | |
|---|----------|-------------------------|---|--------------------------|----------------------------------|---|---------------------------|-----------------|-----------------------|--------------------|--------------------------|--------------------------------------|-----------|--------------------|--------|--------|-------------|-------------|---------|-------------|
| LINE NO. | DATE | PAYEE | DESCRIPTION OF COSTS | AIRPORT: BIAIR Municipal | PROJECT NO.: AIP 14-0018-00-0024 | PROJECT: Construct Quair Training Building - Construction, Phase 4 - Harbor North Terminal - Construction, Phase 2B | PERIOD: 1/1/20 - 2/2/24 | TOTAL | 80% FEDERAL REQUESTED | DATE RECEIVED | AMOUNT RECEIVED | | | | | | | | | |
| | | | | ADMINISTRATIVE EXPENSE | PRELIMINARY EXPENSE | LAND, STRUCTURES, IMPROVEMENTS, WAYS | ARCHITECTURAL ENGINEERING | INSPECTION FEES | LAND DEVELOPMENT | RELOCATION EXPENSE | PAYMENTS TO AND REMOVALS | CONSTRUCTION AND PROJECT IMPROVEMENT | EQUIPMENT | MISCELLANEOUS COST | NONAIP | | | | | |
| | | | | | | | BASIC FEES | OTHER FEES | | | | | | | | | | | | |
| 1 | 1/08/24 | Blair, Fulmer & Swifert | Invoice 109156; Job No. 728 | | | | | | | | | | | | | | | | | |
| 2 | 02/28/24 | Blair, Fulmer & Swifert | TOTAL FORWARD PAY REC #2 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$10,787.65 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 3 | 02/28/24 | Blair, Fulmer & Swifert | TOTAL FORWARD PAY REC #2 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$10,787.65 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 4 | 02/28/24 | Blair, Fulmer & Swifert | TOTAL FORWARD PAY REC #2 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$10,787.65 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 5 | 02/28/24 | New Tech Corporation | Progress Estimate No. 2 | | | | | | | | | | | | | | | | | |
| 6 | 02/28/24 | Blair, Fulmer & Swifert | TOTAL FORWARD PAY REC #2 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$10,787.65 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 7 | 04/14/25 | Blair, Fulmer & Swifert | Invoice 107840; Job No. 728 | | | | | | | | | | | | | | | | | |
| 8 | 05/15/25 | Blair, Fulmer & Swifert | Invoice 108246; Job No. 728 | | | | | | | | | | | | | | | | | |
| 9 | 06/09/25 | Blair, Fulmer & Swifert | Invoice 108546; Job No. 728 | | | | | | | | | | | | | | | | | |
| 10 | 06/25/25 | Blair, Fulmer & Swifert | TOTAL FORWARD PAY REC #4 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$14,482.20 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 11 | 07/01/25 | Blair, Fulmer & Swifert | Progress Estimate No. 3 | | | | | | | | | | | | | | | | | |
| 12 | 07/15/25 | New Tech Corporation | Progress Estimate No. 3 | | | | | | | | | | | | | | | | | |
| 13 | 07/22/25 | Blair, Fulmer & Swifert | TOTAL FORWARD PAY REC #4 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$14,482.20 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 14 | 08/11/25 | Blair, Fulmer & Swifert | Invoice 109224; Job No. 728 | | | | | | | | | | | | | | | | | |
| 15 | 08/26/25 | New Tech Corporation | Progress Estimate No. 5 | | | | | | | | | | | | | | | | | |
| 16 | 08/26/25 | Blair, Fulmer & Swifert | TOTAL FORWARD PAY REC #4 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$14,482.20 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 17 | 09/09/25 | Blair, Fulmer & Swifert | Invoice 109576; Job No. 728 | | | | | | | | | | | | | | | | | |
| 18 | 10/22/25 | New Tech Corporation | Progress Estimate No. 6; Partial Balance of add PK1 | | | | | | | | | | | | | | | | | |
| 19 | 10/22/25 | New Tech Corporation | Progress Estimate No. 6; Balance of add PK1 | | | | | | | | | | | | | | | | | |
| 20 | 11/02/25 | Blair, Fulmer & Swifert | TOTAL FORWARD PAY REC #4 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$14,482.20 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 21 | 11/02/25 | Blair, Fulmer & Swifert | Invoice 110000; Job No. 728 | | | | | | | | | | | | | | | | | |
| 22 | 11/02/25 | Blair, Fulmer & Swifert | TOTAL FORWARD PAY REC #4 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$14,482.20 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 23 | 03/05/26 | Blair, Fulmer & Swifert | Invoice 111070; Job No. 728 | | | | | | | | | | | | | | | | | |
| 24 | 01/15/26 | Blair, Fulmer & Swifert | TOTAL FORWARD PAY REC #4 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$14,482.20 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 25 | 02/28/26 | Blair, Fulmer & Swifert | Invoice 110968; Job No. 728 | | | | | | | | | | | | | | | | | |
| | | | TOTAL FORWARD PAY REC #10 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$14,482.20 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| BUDGETED AMOUNTS | | | | | | | | | | | | | | | | | \$76,666.67 | \$10,144.32 | \$8,25% | \$16,576.05 |



24

INVOICE

500 East 96th St., Suite 500
 Indianapolis, IN 46240
 t 317.713.4615
 f 317.713.4617

www.bfsengr.com

Mr. Andrew Jones
 Elkhart Municipal Airport
 1211 CR 6 West
 Elkhart, IN 46514

January 13, 2026
 Invoice No: 110965

Project 729800.0000 10 UNIT T-HANGAR & TAXILANE CONSTRUCTION SERVICES
 For inspection during construction of 10-Unit T-Hangar and Taxilane. In accordance with the Agreement dated August 28, 2024.
Professional Services from November 1, 2025 to December 31, 2025

Fee

| Billing Phase | Fee | Percent Complete | Earned | Previous Fee Billing | Current Fee Billing |
|---------------------------------------|------------------|------------------|------------------|-------------------------|---------------------|
| 0101 Bidding Assistance | 7,000.00 | 100.00 | 7,000.00 | 7,000.00 | 0.00 |
| 0102 Project Administration | 14,000.00 | 90.00 | 12,600.00 | 11,200.00 | 1,400.00 |
| 0103 Record Drawing Construction Docs | 4,400.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0501 Construction Observation | 18,000.00 | 90.00 | 16,200.00 | 14,400.00 | 1,800.00 |
| 0502 Final Construction Record | 7,000.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 0503 Warranty Inspection | 1,600.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Fee | 52,000.00 | | 35,800.00 | 32,600.00 | 3,200.00 |
| Total Fee | | | | 3,200.00 | |
| | | | | Total this Phase | \$3,200.00 |

0504 - RESIDENT PROJECT REPRESENTATIVE

Professional Personnel

| | Hours | Rate | Amount |
|--------------------|--------------|--------|-----------------|
| FIELD PERSONNEL II | | | |
| McDermott, Steven | 49.00 | 135.00 | 6,615.00 |
| FIELD PERSONNEL I | | | |
| Clawson, Adam | 21.00 | 105.00 | 2,205.00 |
| Totals | 70.00 | | 8,820.00 |
| Total Labor | | | 8,820.00 |

| Billing Limits | Current | Prior | To-Date |
|-------------------------|----------|-----------|-------------------|
| Total Billings | 8,820.00 | 31,252.50 | 40,072.50 |
| Limit | | | 40,000.00 |
| Adjustment | | | -72.50 |
| Total this Phase | | | \$8,747.50 |

0505 - TRAVEL

Other Reimbursable Expenses

Mileage - Project
 Mileage - Nonbillable

773.22

| | | | | |
|---------|-------------|--|---------|--------|
| Project | 729800.0000 | 10 UNIT T-HANGAR & TAXILANE CONSTRUCTION | Invoice | 110965 |
|---------|-------------|--|---------|--------|

| Billing Limits | Current | Prior | To-Date | |
|-------------------------|---------|----------|----------|-------------|
| Total Billings | 773.22 | 2,000.00 | 2,773.22 | |
| Limit | | | 2,000.00 | |
| Adjustment | | | | -773.22 |
| Total this Phase | | | | 0.00 |

0506 - MATERIALS TESTING

Consultants

| | | | | |
|--------------------------|-----------------------|------------------------------------|-----------------|-----------------|
| 7NT Engineering, LLC. | | | | |
| 11/30/2025 | 7NT Engineering, LLC. | Services through November 30, 2025 | 3,624.25 | |
| Total Consultants | | | 3,624.25 | 3,624.25 |

| Billing Limits | Current | Prior | To-Date | |
|---------------------------|----------|-------|----------|--------------------|
| Total Billings | 3,624.25 | 0.00 | 3,624.25 | |
| Limit | | | 4,000.00 | |
| Remaining | | | 375.75 | |
| Total this Phase | | | | \$3,624.25 |
| Total this Invoice | | | | \$15,571.75 |

Billings to Date

| | Current | Prior | Total |
|---------------|------------------|------------------|------------------|
| Fee | 3,200.00 | 32,600.00 | 35,800.00 |
| Labor | 8,747.50 | 31,252.50 | 40,000.00 |
| Consultant | 3,624.25 | 0.00 | 3,624.25 |
| Expense | 0.00 | 126.91 | 126.91 |
| Unit | 0.00 | 1,873.09 | 1,873.09 |
| Totals | 15,571.75 | 65,852.50 | 81,424.25 |

Thank You,

Michael Eichenauer

Billing Backup

Wednesday, February 4, 2026

Butler, Fairman & Seufert, Inc.

Invoice 110965 Dated 1/13/2026

9:35:14 AM

| | | |
|---------|-------------|---|
| Project | 729800.0000 | 10 UNIT T-HANGAR & TAXILANE CONSTRUCTION SERVICES |
|---------|-------------|---|

Total this Phase

Total this Phase

Professional Personnel

| | Hours | Rate | Amount |
|--------------------|------------|-------------------------|-------------------|
| FIELD PERSONNEL II | | | |
| FIELD PERSONNEL II | | | |
| McDermott, Steven | 11/4/2025 | 8.00 | 135.00 |
| McDermott, Steven | 11/5/2025 | 10.00 | 135.00 |
| McDermott, Steven | 11/6/2025 | 10.00 | 135.00 |
| McDermott, Steven | 11/7/2025 | 10.00 | 135.00 |
| McDermott, Steven | 11/11/2025 | 8.00 | 135.00 |
| McDermott, Steven | 11/12/2025 | 3.00 | 135.00 |
| FIELD PERSONNEL I | | | |
| FIELD PERSONNEL I | | | |
| Clawson, Adam | 11/3/2025 | 2.00 | 105.00 |
| Clawson, Adam | 11/7/2025 | 2.00 | 105.00 |
| Clawson, Adam | 11/11/2025 | 4.00 | 105.00 |
| Clawson, Adam | 11/13/2025 | 5.00 | 105.00 |
| Clawson, Adam | 11/14/2025 | 8.00 | 105.00 |
| Totals | 70.00 | | 8,820.00 |
| Total Labor | | | 8,820.00 |
| | | Total this Phase | \$8,820.00 |

Other Reimbursable Expenses

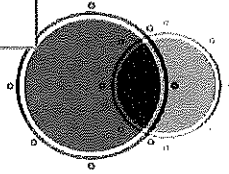
| | | |
|-----------------------|--------------------------|-----------------|
| Mileage - Project | | 420.42 |
| Mileage - Nonbillable | | |
| 11/4/2025 | FROM EKM 167400--167488 | 43.12 |
| 11/4/2025 | ONSITE EKM 167390-167400 | 4.90 |
| 11/4/2025 | TO EKM 167302-167390 | 43.12 |
| 11/5/2025 | FROM EKM 167577-167667 | 44.10 |
| 11/5/2025 | ONSITE EKM 167576-167577 | .49 |
| 11/5/2025 | TO EKM- 167488-167576 | 43.12 |
| 11/6/2025 | FROM EKM 167758-167846 | 43.12 |
| 11/6/2025 | ONSITE EKM 167754-167758 | 1.96 |
| 11/6/2025 | TO EKM 167667-167754 | 42.63 |
| 11/7/2025 | FROM EKM 167937-168022 | 41.65 |
| 11/7/2025 | ONSITE EKM 167934-167937 | 1.47 |
| 11/7/2025 | TO EKM 167846-167934 | 43.12 |
| | | 773.22 |
| | Total this Phase | \$773.22 |

Consultants

| | | | |
|--------------------------|------------|--|-----------------|
| 7NT Engineering, LLC. | | | |
| AP 56974 | 11/30/2025 | 7NT Engineering, LLC. / Services through November 30, 2025 / Invoice: 11454, 11/30/2025 | 3,624.25 |
| Total Consultants | | | 3,624.25 |

| | | | | |
|---------|-------------|--|---------------------------|--------------------|
| Project | 729800.0000 | 10 UNIT T-HANGAR & TAXILANE CONSTRUCTION | Invoice | 110965 |
| | | | Total this Phase | \$3,624.25 |
| | | | Total this Project | \$13,217.47 |
| | | | Total this Report | \$13,217.47 |

Job No.: 729800
 Descrip: Elkhart Airport Taxilane & T-Hanger
 Approval: Jeremy Books
 Date: 12/15/2025
 Comment: Phase 0506 Materials Testing



7NT

www.7nteng.com

Butler, Fairman & Seufert, Inc.
 500 E. 96th Street, Suite 500
 Indianapolis, Indiana 46240

Please Remit Payment To:
 7NT
 3090 South Tech Blvd
 Miamisburg, OH 45342

Project: Taxilane and T-Hanger
Location: Elkhart Municipal Airport
Client Job No.:
PO No.:

Invoice No.: 11454
Billing Date: 11/30/2025
Job No.: T888-IN

PROFESSIONAL SERVICES

| REPORT# | DATE | EMPLOYEE | ACTIVITY | UNITS | UNIT PRICE | AMOUNT |
|----------|------------|----------|--------------------------|--------|------------|-------------|
| | 11/13/2025 | | Asphalt Plant Technician | 12.50 | \$ 110.00 | \$ 1,375.00 |
| | 11/13/2025 | | Mileage | 480.00 | \$ 0.70 | \$ 336.00 |
| | 11/14/2025 | | Asphalt Plant Technician | 12.00 | \$ 110.00 | \$ 1,320.00 |
| | 11/14/2025 | | Mileage | 480.00 | \$ 0.70 | \$ 336.00 |
| RPT.RVW. | 11/24/2025 | | Laboratory Manager | 2.45 | \$ 105.00 | \$ 257.25 |

LABORATORY AND ADDITIONAL SERVICES

| REPORT# | DATE | ACTIVITY | UNITS | UNIT PRICE | AMOUNT |
|---------|------|----------|-------|------------|--------|
|---------|------|----------|-------|------------|--------|

| | | |
|-----------------------------|-----------|-----------------|
| TOTAL INVOICE DUE | \$ | 3,624.25 |
| PREVIOUS MONTH TOTAL | \$ | - |
| BILLED TO DATE | \$ | 3,624.25 |
| REMAINING CONTRACT | \$ | 375.75 |



City of Elkhart, Indiana
the city with a heart

MEMORANDUM

DATE: 02/25/26
TO: The Board of Aviation Commissioners
FROM: Andy Jones, Airport Director
RE: BF&S General Services Invoice

Please approve the Butler, Fairman & Seufert (BF&S) invoice in the amount of \$3,120.00. This is for general services relating to meetings for the Capital Improvement Plan (CIP) and other technical assistance. This invoice is not related to an Airport Improvement Plan (AIP) grant.

Please approve the general services BF&S invoice in the amount of \$3,120.00.

Andy Jones
Thank you,

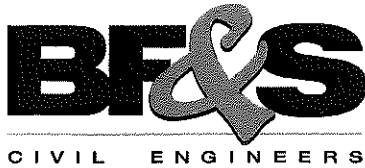
Andy Jones
Airport Director

Date 02.25.21
Approved by City of Elkhart
Board of Aviation Commissioners

Bruce S. Sherman
Tom Shott
Tom Shott via Teams

Approved as to form and legality

KD



INVOICE

500 East 96th St., Suite 500
 Indianapolis, IN 46240
 t 317.713.4615
 f 317.713.4617

www.bfsengr.com

Mr. Andrew Jones
 Elkhart Municipal Airport
 1211 CR 6 West
 Elkhart, IN 46514

January 19, 2026
 Invoice No: 111074

Project 648400.9800 GENERAL SERVICES

For engineering services pursuant to Federal Aviation Administration Advisory circular 150/5100-14E "ARCHITECTURAL, ENGINEERING, AND PLANNING CONSULTANT SERVICES FOR AIRPORT GRANT PROJECTS". In accordance with the Agreement dated November 27, 2019.

Professional Services from December 1, 2024 to December 31, 2025

Professional Personnel

| | Hours | Rate | Amount |
|--------------------------------------|-------|--------|-----------------|
| ENGINEER I | | | |
| Santos, Emma | 1.00 | 125.00 | 125.00 |
| EKM ACIP Meeting with state and FAA | | | |
| Santos, Emma | 2.00 | 125.00 | 250.00 |
| EKM CIP exhibit, cover letter | | | |
| ENGINEERS' ASSISTANT II | | | |
| Wilson, Christina | 12.25 | 185.00 | 2,266.25 |
| CIP | | | |
| FIELD PERSONNEL II | | | |
| Groce, Samantha | 2.25 | 135.00 | 303.75 |
| T-hangar technical review assistance | | | |
| Totals | 17.50 | | 2,945.00 |
| Total Labor | | | 2,945.00 |

Reimbursable Expenses

| | | | |
|----------------------------|--|--|---------------|
| Supplies | | | 175.00 |
| Total Reimbursables | | | 175.00 |

Total this Invoice \$3,120.00

Billings to Date

| | Current | Prior | Total |
|---------------|-----------------|-----------------|-----------------|
| Labor | 2,945.00 | 3,300.25 | 6,245.25 |
| Expense | 175.00 | 0.00 | 175.00 |
| Totals | 3,120.00 | 3,300.25 | 6,420.25 |

Michael D. Eichenauer

Thank You,

Michael Eichenauer

Labor Detail

Butler, Fairman & Seufert, Inc.

Transactions for 12/1/2024 through 12/31/2025

| | | Date | Regular Hours | Total Ovt Hrs | Total Hours |
|---|-------------------|-------------|--------------------------|--------------------------|------------------------|
| Project Number: 648400.9800 GENERAL SERVICES | | | | | |
| 30885 | Groce, Samantha | 10/2/2025 | 2.25 | | 2.25 |
| 67835 | Santos, Emma | 10/17/2025 | 2.00 | | 2.00 |
| 67835 | Santos, Emma | 10/21/2025 | 1.00 | | 1.00 |
| 95870 | Wilson, Christina | 10/1/2025 | .75 | | .75 |
| 95870 | Wilson, Christina | 10/2/2025 | 2.00 | | 2.00 |
| 95870 | Wilson, Christina | 10/16/2025 | .50 | | .50 |
| 95870 | Wilson, Christina | 10/17/2025 | 1.00 | | 1.00 |
| 95870 | Wilson, Christina | 10/20/2025 | .50 | | .50 |
| 95870 | Wilson, Christina | 10/21/2025 | 2.00 | | 2.00 |
| 95870 | Wilson, Christina | 10/23/2025 | .50 | | .50 |
| 95870 | Wilson, Christina | 11/10/2025 | .25 | | .25 |
| 95870 | Wilson, Christina | 11/13/2025 | 1.00 | | 1.00 |
| 95870 | Wilson, Christina | 11/29/2025 | 3.50 | | 3.50 |
| 95870 | Wilson, Christina | 12/1/2025 | .25 | | .25 |
| Total for 648400.9800 | | | 17.50 | | 17.50 |

On Thursday, October 9th, 2025, between 2 PM - 5 PM EST our services will be down for 3 hours.

10-Unit T Hanger and Tailline Construction

Construction Stormwater - Notice of Intent - New Application (External): Application Fee HQG-XXN-69Q16

Financial Details

Details

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Start a New Form

Submissions

Permits

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Documents

Authorized Users

Summary

Total Charges: \$175.00
Payments, Refunds: \$175.00
Amount Due: \$0.00

Charges

Table with columns: Type, Date, Amount, Comments. Row: Base Charge, 10/02/2025, \$175.00, Construction Stormwater - Notice of Intent - New Application (External): Application Fee.

Charge Status

Paid

Site

10-Unit T Hanger and Tailline Construction
1217 CR 6
Ellettsville, IN 46814
Ellettsville County

Associated With

Submission
HQG-XXN-69Q16

Payments, Electronic Settlements

Table with columns: Type, Date, Status, Amount, Confirmation. Row: Payment Success, 10/02/2025, Payment Success, \$175.00, 2:58:25.

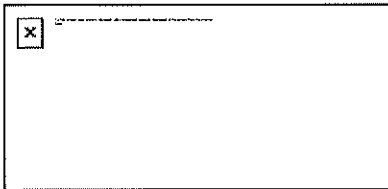
Shaw, Karen

From: Andrew Maksymovitch <AMaksymovitch@bfsengr.com>
Sent: Thursday, February 5, 2026 11:36 AM
To: Shaw, Karen
Cc: Paul Shaffer
Subject: EXTERNAL: Invoice 111074

Caution: This email originated from outside of the organization. Please take care when clicking links or opening attachments. When in doubt, contact your IT Department

Hi Karen:

The time explanation was that Sam helped the contractor work through the local erosion control permit for the t-hangar project. The contractor needed some additional help in order to satisfy coordination. The permit was applied for 2 years earlier for the project under the design (funded under a previous grant now closed). So this was additional work that was outside the original scope and billed under General Services.



Andrew Maksymovitch, C.M.
Airport Grant Administration

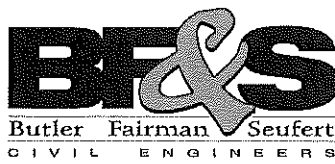
Butler, Fairman & Seufert, Inc.
p 317-713-4615 c 317-370-6960
AMaksymovitch@bfsengr.com | www.bfsengr.com

500 East 96th St., Suite 500, Indianapolis, IN 46240-3767



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**ELKHART MUNICIPAL AIRPORT
ENGINEER REPORT/AGENDA
February 25, 2026
4:00 p.m.**

ACTION ITEMS FOR BOAC MEETING

1. Motion to approve Partial Pay Request 10 for AIP 40 for the T-Hangar project for a total amount of \$15,571.75. (FAA Share \$14,014.00, INDOT Share \$778.59, EKM Share \$779.16)
2. Motion to approve BF&S general Services invoice No. 111074 Dated January 19, 206 in the amount of \$3,120.00 for CIP Preparation and additional permitting assistance.
3. Consideration of the professional services agreement for the Runway 27 Approach Protection Avigation Easement Acquisition.

ACTIVE GRANT SUMMARY

- AIP 3-18-0018-042 "Rehabilitate Runway 18/36, Construction" – Total \$2,031,304.21. FAA \$1,929,739.00, Sate \$50,782.00, Local \$50,783.00
- AIP 3-18-0018-041 "T-Hangar and Taxilanes" Phase 3 – Total \$296,842.11, FAA \$282,000, State \$7,421.05, Local \$7,421.05. Grant is now 70% Complete with a balance of \$89,589.11
- AIP 3-18-0018-040 "T-Hangar and Taxilanes Construction" Part 1 - Total \$848,666.67, FAA \$763,800, State \$42,433.00, Local \$42,434.00. This grant is 88.05% complete with a remaining balance of \$101,443.52.
- AIP 3-18-0018-039 "T-hangar/taxilane design" – Total \$130,223.00, FAA \$117,200, State \$6,511.00, Local \$6,512.00. This grant is 95.14% complete with a remaining balance of \$6,333.00
- AIP 3-18-0018-038 "TW D4 Standards; Runway 18-36 Pavement Rehab design" – Total \$166,667.00, FAA \$150,000, State \$8,333.00, Local \$8334.00. This grant is 77.10% complete with a remaining balance of \$38,170.09

BF&S PROJECT UPDATES

1. Runway 18-36 Pavement Rehabilitation
 - Milestone plans to start in the spring
 - A preconstruction conference will be scheduled for March.
2. T-hangar/Taxilane design project.
 - Working to achieve substantial completion which is expected this month.
3. Runway 9-27 Joint Rehabilitation project
 - The joint sealing is complete.
 - The painting will be completed in the spring.
 - The contractor has reached out to the airport for schedule coordination.
4. Land Acquisition for Runway 27 Approach Protection.
 - Draft agreement is being presented for consideration.

