



**BOARD OF AVIATION COMMISSIONERS**  
**Wednesday, June 24, 2026**  
**Elkhart Municipal Airport, First Floor**  
**Administration Building**  
**1211 CR 6 West**  
**Elkhart, IN 46514**

**Meeting AMENDED AGENDA**

**1. ROLL CALL**

**2. APPROVAL OF AGENDA**

**3. APPROVAL OF AMENDED AGENDA**

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

Eric Ivory, Secretary, Term  
03.25.26 to 12.31.26

4. Approval of Minutes: May 27, 2026

5. Approval of Claims:

6. Airport Manager's Report:

7. New Business:

a. T-Hangar 35 new lease ratification.

b. T-Hangar 77 new lease ratification.

c. AIP-40 FAA & State reimbursements to EKM, \$96,372.17  
and local share payment, \$5,071.35.

d. AIP-40 BF&S invoice, \$3,200.00.

e. AIP-40, BF&S invoice, \$13,000.00.

f. AIP-41 FAA & State reimbursements to EKM, \$29,824.72  
and local share payment, \$764.39.

g. AIP-42 BF&S invoice, \$22,396.50.

h. AIP-42, FAA & State reimbursements to EKM,  
\$546,325.35 and local share payment, \$14,088.65.

i. AIP-42, Milestone invoice, \$537,937.50.

j. AIP-43 FAA & State reimbursements to EKM,  
\$298,348.97 and local share payment, \$7,649.98.

k. IFC/Commemorative Air Force Air Power History Tour  
visit at EKM, July 20-27, 2026 & waiver of fuel flowage  
fees.





City of Elkhart  
Elkhart Municipal Airport

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1211 CR 6 W  
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574.361.2123

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7. Privilege of the Floor

8. Adjournment

9. **NEXT REGULAR BOAC MEETING 07/29/26 4:00 p.m.**

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

Eric Ivory, Secretary, Term

03.25.26 to 12.31.26



City of Elkhart  
Board of Aviation Commissioners Meeting  
May 27, 2026

The Board of Aviation Commissioners meeting was called to order by Commissioner Tom Shoff at 4:00 pm on Wednesday, May 27, 2026, at the Elkhart Municipal Airport Administration Building, 1211 CR 6 W, Elkhart, Indiana 46514. Present were Andy Jones, Karen Shaw, Kevin Davis, Ryan Sherwood, Paul Shaffer & Brayden Book.

Roll Call: Roll was called. Commissioners Tom Shoff & Bruce Shreiner were present. Commissioner Doug Thorne was present via Teams Webinar. Commissioner Eric Ivory was absent. There was a quorum for this meeting.

Approval of Agenda:

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

Approval of Amended Agenda:

Mr. Thorne made a MOTION to approve today's amended agenda to include the Air Traffic Control Tower (ACTC) application for FAA contract tower memorandum of understanding (MOU). Mr. Shreiner SECONDED. There being no further discussion, the motion to approve today's amended agenda PASSED unanimously.

Approval of Minutes:

Mr. Thorne made a MOTION to approve the minutes of the April 29, 2026 meeting. Mr. Shreiner SECONDED. There being no further discussion, the motion PASSED unanimously.

Approval of Claims:

Mr. Shreiner made a MOTION to approve claims as submitted for \$311,154.70. Mr. Thorne SECONDED. There being no further discussion, the motion to approve April 2026 claims PASSED unanimously.

Airport Manager's Report:

Andy advised that he and Karen are continuing to work on the 2027 Aviation Department budget, as it is due on June 12. Andy advised 3 of our maintenance staff are about halfway finished with their CDL training and have passed the written portions at this time. The southside maintenance building overhead garage doors, tracks, and entry door project is 80% complete. We expect 4-T Door will complete the task next week. Five of the ten new 70 series T-Hangars are now leased. The Runway 18/36 pavement project continues, with NOTAMS being issued as updates are needed. Several city departments continue to struggle with hiring part-time employees. The city Cemetery Department is one of them. In preparation for the Memorial Day Holiday weekend, our airfield maintenance techs are assisting the Cemetery Department again this year with mowing & trimming in Grace Lawn Cemetery.

New Business:

Mr. Shoff advised the first item under New Business is the T-Hangar 26 new lease ratification. Andy advised that Roger Cook will be leasing T-Hangar 26 starting May 1, 2026. Mr. Cook's aircraft is a single engine, Piper PA-28. Andy advised he has signed the lease per the 2026 Leaseholder Resolution which grants Andy that privilege. The intent of the Leaseholder Resolution is to, when necessary, allow a tenant to immediately occupy a hangar rather than waiting, in some cases over 30 days, for BOAC approval. Mr. Shreiner made a MOTION to ratify Andy's signature on the new T-Hangar 26 lease and for the board vice-president to sign the document. Mr. Thorne SECONDED. There being no further discussion, the motion PASSED unanimously.

City of Elkhart  
Board of Aviation Commissioners Meeting  
May 27, 2026

Mr. Shoff advised the next item under New Business is the T-Hangar 70 new lease ratification. Andy advised we have a tenant, Farhang Makvandi, currently leasing T-Hangar 60, which is several hundred sq. ft. smaller than T-Hangar 70. Beginning June 1, 2026, Mr. Makvandi's would like to move his Schweizer helicopter to the new T-Hangar. Andy advised he has signed the lease per the 2026 Leaseholder Resolution. Mr. Shreiner made a MOTION to ratify Andy's signature on the new T-Hangar 70 lease and for the board vice-president to sign the document. Mr. Thorne SECONDED. There being no further discussion, the motion PASSED unanimously.

Mr. Shoff advised the next item under New Business is the T-Hangar 74 new lease ratification. Andy advised we have a current tenant, Dean Loucks, would like to upgrade from T-Hangar 71 to T-Hangar 74 starting June 1, 2026. T-Hangar 74 is approximately 700 sq. ft. larger. Mr. Loucks' aircraft is an Enstrom helicopter. Andy advised he has signed the lease per the 2026 Leaseholder Resolution. Mr. Thorne made MOTION to ratify Andy's signature on the new T-Hangar 74 lease and for the board vice-president to sign the document. Mr. Shreiner SECONDED. There being no further discussion, the motion PASSED unanimously.

Mr. Shoff advised the next item under New Business is the Griffen Plumbing & Heating HVAC maintenance plan for the new season. Andy advised that he would like to renew the HVAC maintenance plan with Griffen for the fall of 2026 & spring of 2027. This plan covers the heating and cooling systems in the Administration Building, Northside Maintenance Building & the Air Traffic Control Tower, for a total investment of \$3,822.00. Andy advised this fee is almost \$600 less than last year due to most of the equipment being new. Andy requests the board approve the maintenance plan & to authorize the board vice-president to sign the agreement, which has been approved by the City legal department. Mr. Shreiner made a MOTION to approve the Griffen maintenance plan for the new season in the amount of \$3,822.00 & to authorize the board vice-president to sign the agreement. Mr. Thorne SECONDED. There being no further discussion, the motion PASSED unanimously.

Mr. Shoff advised the next item under New Business is the language addition to the T-Hangar leases. Andy advised he would like to add language to the T-Hangar leases under section 4, item r. Currently, this item is written as "Lessee shall obey & comply with Lessor minimum standards and any modifications made to them". Andy requests the board approve the item to be changed to "Lessee shall obey & comply with Lessor minimum standards, rules, regulations, and any modifications made to them". Andy advised that the minimum standards apply only to those operating a business on airport property. However, all tenants must follow the established rules and regulations including month-to-month T-Hangar leases. Andy asked the board to approve this new language for all T-Hangar leases. Mr. Thorne made a MOTION to approve the new language in all T-Hangar leases. Mr. Shreiner SECONDED. There being no further discussion, the motion PASSED unanimously.

City of Elkhart  
Board of Aviation Commissioners Meeting  
May 27, 2026

Mr. Shoff advised the next item under New Business is the rates & charges increase for T-Hangars, office building rents & fuel flowage fees. Andy advised that he is proposing \$25 per month rent increases for all city owned T-Hangars and offices, excluding the new 70 series T-Hangars. Andy advised that in keeping with current market rates higher rents are justifiable. He added that there has not been a T-hangar or office rent increase since January 2021. In addition, Andy would like to increase the fuel flowage fees for the FBO (Indiana Flight Center) from \$0.07 per gallon to \$0.09 per gallon; and for the corporate fuel farms from \$0.15 per gallon to \$0.20 per gallon. Andy asked the board to approve these increases, which he would like to take effect starting August 1, 2026. Mr. Shreiner made a MOTION to approve the rents & fuel flowage fee increases. Mr. Thorne SECONDED. There being no further discussion, the motion PASSED unanimously.

Mr. Shoff advised the next item under New Business is the ATCT application for the FAA contract tower mutual agreement of understanding (MOU). Andy advised he would like to start the application process for inclusion of the Elkhart Municipal Airport's Air Traffic Control Tower (ACT) into the FAA Contract Tower (FCT) Program. The FCT Program provides safe, efficient & cost-effective ATC services at approximately 50% of the ATC airports throughout the United States. To start the process, the FAA requires an MOU. The MOU outlines expectations for both the FAA and sponsor airport (EKM) during the application process and requires signatures from both parties prior to continuing with the application process. Andy further advised there could be a significant financial benefit to the City. There is also a benefit to the public as this would alleviate the current staffing challenges at EKM. A question was asked about the process. Andy advised it starts with the signing of this MOU which allows the application to proceed with next steps. The MOU opens the door to calculating a cost/benefit analysis completed by the FAA. If found to be mutually beneficial to both EKM and the FAA we move on to the next step. Ultimately, we hope the figures prove that it makes financial sense to have a third-party contract tower company replace city employee ATC. The contract tower company may then apply for FAA grant funds and be reimbursed. The City legal dept. has reviewed the MOU. Andy advised this is still early in the process and he will have further information at upcoming board meetings. Andy asked the board to approve starting the application process and to authorize the board vice-president to sign the MOU. Mr. Thorne made a MOTION to approve starting this process and for the board vice-president to sign the MOU. Mr. Shreiner SECONDED. There being no further discussion, the motion PASSED unanimously.

Mr. Shoff advised the next item under New Business is the AIP-42, Runway 18/36 Pavement project, Butler, Fairman & Seufert (BF&S) invoice for \$10,214.93. Paul Shaffer with BF&S advised this is for professional services inspection fees for the Runway 18/36 pavement project and requests the board's approval to pay this invoice and for the board vice-president to sign the document. Mr. Shreiner made a MOTION to approve payment of the BF&S invoice in the amount of \$10,214.93 for AIP-42, Runway 18/36 pavement project and for the board vice-president to sign the document. Mr. Thorne SECONDED. There being no further discussion, the motion PASSED unanimously.

City of Elkhart  
Board of Aviation Commissioners Meeting  
May 27, 2026

Mr. Shoff advised the last item under New Business is the AIP-42, Runway 18/36 Pavement project, FAA reimbursement to EKM for the Independent Fee Evaluation (IFE) for \$3,500.00. Mr. Shaffer advised this reimbursement is for payment the airport made to Foth Engineering in May 2025 for the IFE study that was required by the FAA to qualify for the AIP-42 Runway 18/36 pavement project grant. Mr. Shaffer requests the board approve this reimbursement and for the board vice-president to sign the document. Mr. Shreiner made a MOTION to approve the FAA reimbursement to EKM for the IFE in the amount of \$3,500.00 and for the board vice-president to sign the document. Mr. Thorne SECONDED. There being no further discussion, the motion PASSED unanimously.

Privilege of the Floor:

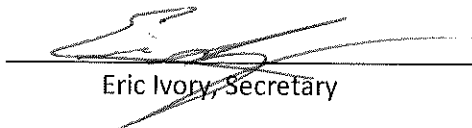
Mr. Shoff opened comments. Mr. Shaffer gave an update on the Runway 18/36 pavement project and advised there are some delays as there is much more crack sealing to be done than originally thought, so the project is behind by a week or two. Mr. Shaffer also advised they have overrun the joint sealant 15% amendment amount and have had to tap into half of the \$300,000 amendment budget. Mr. Shaffer still anticipates staying within this project budget. Mr. Shaffer advised the next step after this is leveling and strip testing. Mr. Shaffer also introduced BF&S intern Brayden Book who has been helping with inspection work for this project.

Adjournment:

Mr. Shreiner made a MOTION to adjourn. Mr. Thorne SECONDED. There being no further discussion, the meeting was ADJOURNED.

Next regular BOAC meeting is scheduled for Wednesday, June 24, 2026, at 4pm. Location will be the Elkhart Municipal Airport Administration Building, 1211 County Road 6 W., Elkhart, IN 46514 & via Webex.

Respectfully Submitted,

  
Eric Ivory, Secretary

06.24.27  
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.

June 22<sup>nd</sup>, 2026

  
KRISTIE WENDORF - CITY CONTROLLER


IN RELIANCE ON THE ABOVE CERTIFICATION, CLAIMS IN THE TOTAL AMOUNT OF \$75,263.94 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 24TH DAY OF JUNE 2026 BY:

PRESIDENT

  
DOUG THORNE

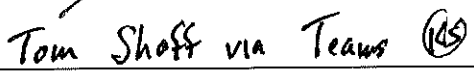
VICE PRESIDENT

  
BRUCE SHREINER

SECRETARY

  
ERIC IVORY

TREASURER

  
TOM SHOFF

ORIGINAL COPY MUST BE RETAINED IN THE CONTROLLER'S OFFICE



# BOARD OF AVIATION COMMISSION

## CLAIM AND ALLOWANCE DOCKET

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June 22nd, 2026 Kristie Wendorf  
KRISTIE WENDORF - CITY CONTROLLER

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EXECUTED THIS 24TH DAY OF JUNE 2026 BY:

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\_\_\_\_\_  
DOUG THORNE

VICE PRESIDENT

\_\_\_\_\_  
BRUCE SHREINER

SECRETARY

\_\_\_\_\_  
ERIC IVORY

TREASURER

\_\_\_\_\_  
TOM SHOFF

ENTERED  
against SI ✓

ORIGINAL COPY MUST BE RETAINED IN THE CONTROLLER'S OFFICE

11/11/11

# Expense Approval Report

By Fund



City of Elkhart

City of Elkhart

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 2206 - AVIATION</b>					
<b>ExpObject: 4210500 - Office Supplies</b>					
Amazon Capital Services Inc	1JH6-4CDQ-77TR	06/24/2026	Office supplies	2206-5-201-4210500	230.66 ✓
Amazon Capital Services Inc	1PD4-YPYN-Y7DR	06/24/2026	Office supplies	2206-5-201-4210500	164.74 ✓
<b>ExpObject 4210500 - Office Supplies Total:</b>					<b>395.40</b>
<b>ExpObject: 4220150 - Operating Supplies</b>					
Menard, INC	1363	06/24/2026	Op & household supplies	2206-5-201-4220150	26.00 ✓
IN STITCHES INC	18145	06/24/2026	hats with airport logos	2206-5-201-4220150	868.00 ✓
BLUEGLOBES, LLC	EKM-66577	06/24/2026	Runway lights	2206-5-201-4220150	683.71 ✓
<b>ExpObject 4220150 - Operating Supplies Total:</b>					<b>1,577.71</b>
<b>ExpObject: 4220170 - Paint</b>					
SHERWIN WILLIAMS	7452-2	06/24/2026	Painting supplies	2206-5-201-4220170	239.87 ✓
<b>ExpObject 4220170 - Paint Total:</b>					<b>239.87</b>
<b>ExpObject: 4220210 - Gasoline</b>					
Yoder Oil Company Inc	INV-001266685	06/24/2026	Fuel for maint vehicles	2206-5-201-4220210	2,115.44 ✓
<b>ExpObject 4220210 - Gasoline Total:</b>					<b>2,115.44</b>
<b>ExpObject: 4220250 - Garage &amp; Motor Supplies</b>					
Menard, INC	2462	06/24/2026	Other garage/motor supplies	2206-5-201-4220250	73.63 ✓
Menard, INC	2654	06/24/2026	Supplies for other garage/mot	2206-5-201-4220250	25.83 ✓
Amazon Capital Services Inc	1RH1-93WH-1DGQ	06/24/2026	Other garage/motor supplies	2206-5-201-4220250	278.48 ✓
<b>ExpObject 4220250 - Garage &amp; Motor Supplies Total:</b>					<b>377.94</b>
<b>ExpObject: 4220310 - Household, Laundry, &amp; Cleaning</b>					
Menard, INC	1363	06/24/2026	Op & household supplies	2206-5-201-4220310	165.63 ✓
Menard, INC	2452	06/24/2026	Janitorial supplies	2206-5-201-4220310	51.96 ✓
<b>ExpObject 4220310 - Household, Laundry, &amp; Cleaning Total:</b>					<b>217.59</b>
<b>ExpObject: 4230110 - Building Materials</b>					
Menard, INC	03076	06/24/2026	Bldg materials for maint dept	2206-5-201-4230110	58.74 ✓
<b>ExpObject 4230110 - Building Materials Total:</b>					<b>58.74</b>
<b>ExpObject: 4230200 - Repair Parts</b>					
Menard, INC	02747	06/24/2026	Repair parts, wired photocell f	2206-5-201-4230200	8.42 ✓
<b>ExpObject 4230200 - Repair Parts Total:</b>					<b>8.42</b>
<b>ExpObject: 4230300 - Small Tools &amp; Minor Equipment</b>					
Menard, INC	2451-01	06/24/2026	Small tools for maint dept	2206-5-201-4230300	47.38 ✓
RIGG'S MOWERS & MORE, IN	1477433	06/24/2026	Small tools for maint dept	2206-5-201-4230300	50.46 ✓
<b>ExpObject 4230300 - Small Tools &amp; Minor Equipment Total:</b>					<b>97.84</b>
<b>ExpObject: 4320300 - Travel</b>					
Karen Shaw	INV0017006	06/24/2026	Karen Shaw - mileage reimbur	2206-5-201-4320300	44.30 ✓
<b>ExpObject 4320300 - Travel Total:</b>					<b>44.30</b>
<b>ExpObject: 4360400 - Maintenance Contracts</b>					
Hawkins Water Tech, Inc.	68968TP	06/24/2026	Water delivery for maint dept	2206-5-201-4360400	63.20 ✓
Cintas Corp.	4270252754	06/24/2026	Uniform cleaning contract	2206-5-201-4360400	36.73 ✓
Hawkins Water Tech, Inc.	1075418	06/24/2026	Cooler Rent for maint dept	2206-5-201-4360400	12.50 ✓
Cintas Corp #2 - First Aid & Sa	9374837729	06/24/2026	Eyewash station for maint dep	2206-5-201-4360400	99.18 ✓
Indiana Department of Enviro	000405743	06/24/2026	Tank fees for underground pe	2206-5-201-4360400	270.00 ✓
Ricoh USA, Inc	5073306460	06/24/2026	Copies for May 2026	2206-5-201-4360400	12.27 ✓
Cintas Corp.	4271116676	06/24/2026	Uniform cleaning contract	2206-5-201-4360400	36.73 ✓
Cintas Corp.	4271863228	06/24/2026	Uniform cleaning contract	2206-5-201-4360400	36.73 ✓
Cintas Corp #2 - First Aid & Sa	5340715310	06/24/2026	1st aid kit refills	2206-5-201-4360400	7.79 ✓
Cintas Corp.	4272610839	06/24/2026	Uniform cleaning contract	2206-5-201-4360400	36.73 ✓
<b>ExpObject 4360400 - Maintenance Contracts Total:</b>					<b>611.86</b>



Expense Approval Report

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount	
<b>ExpObject: 4390900 - Other Services &amp; Charges</b>						
CS Innovations, LLC	14783	06/24/2026	Portable toilet svc at kayak lau	2206-5-201-4390900	165.00 ✓	
					<b>ExpObject 4390900 - Other Services &amp; Charges Total:</b>	<b>165.00</b>
<b>ExpObject: 4440200 - Motor Equipment</b>						
RIGG'S MOWERS & MORE, IN	1474346	06/24/2026	AV - Kubota tractor	2206-5-201-4440200	41,920.42 ✓	
					<b>ExpObject 4440200 - Motor Equipment Total:</b>	<b>41,920.42</b>
					<b>Fund 2206 - AVIATION Total:</b>	<b>47,830.53</b>
<b>Fund: 2500 - CENTRAL GARAGE</b>						
<b>ExpObject: 4360200 - Repairs &amp; Maintenance - Equip</b>						
RIGG'S MOWERS & MORE, IN	1474346	06/24/2026	Kubota	2500-5-901-4360200	4,107.02 ✓	
					<b>ExpObject 4360200 - Repairs &amp; Maintenance - Equip Total:</b>	<b>4,107.02</b>
					<b>Fund 2500 - CENTRAL GARAGE Total:</b>	<b>4,107.02</b>
<b>Fund: 4500 - AVIATION FEDERAL</b>						
<b>ExpObject: 4390900 - Other Services &amp; Charges</b>						
BUTLER, FAIRMAN AND SEUF	112640	06/24/2026	PS fees for AIP-40, 10-unit T-h	4500-5-210-4390900	3,200.00 ✓	
BUTLER, FAIRMAN AND SEUF	112883	06/24/2026	AIP-40, final BF&S PS fees for	4500-5-210-4390900	13,000.00 ✓	
					<b>ExpObject 4390900 - Other Services &amp; Charges Total:</b>	<b>16,200.00</b>
					<b>Fund 4500 - AVIATION FEDERAL Total:</b>	<b>16,200.00</b>
<b>Fund: 7739 - LIABILITY INSURANCE TRUST</b>						
<b>ExpObject: 4340500 - Nonfunded Deductible Expense</b>						
Michlana Contracting, Inc.	8118	06/24/2026	Airfield vault repairs damaged	7739-5-000-4340500	3,214.14 ✓	
					<b>ExpObject 4340500 - Nonfunded Deductible Expense Total:</b>	<b>3,214.14</b>
					<b>Fund 7739 - LIABILITY INSURANCE TRUST Total:</b>	<b>3,214.14</b>
					<b>Grand Total:</b>	<b>71,351.69</b>



**Fund Summary**

Fund	Expense Amount
2206 - AVIATION	47,830.53
2500 - CENTRAL GARAGE	4,107.02
4500 - AVIATION FEDERAL	16,200.00
7739 - LIABILITY INSURANCE TRUST	<u>3,214.14</u>
<b>Grand Total:</b>	<b>71,351.69</b>

**Account Summary**

Account Number	Account Name	Expense Amount
2206-5-201-4210500	Office Supplies	395.40
2206-5-201-4220150	Operating Supplies	1,577.71
2206-5-201-4220170	Paint	239.87
2206-5-201-4220210	Gasoline	2,115.44
2206-5-201-4220250	Other Garage & Motor S	377.94
2206-5-201-4220310	Household, Laundry, & C	217.59
2206-5-201-4230110	Building Materials	58.74
2206-5-201-4230200	Repair Parts	8.42
2206-5-201-4230300	Small Tools & Minor Equ	97.84
2206-5-201-4320300	Travel	44.30
2206-5-201-4360400	Maintenance Contract	611.86
2206-5-201-4390900	Other Services & Charge	165.00
2206-5-201-4440200	Motor Equipment	41,920.42
2500-5-901-4360200	Equipment Repair	4,107.02
4500-5-210-4390900	Other Services & Charge	16,200.00
7739-5-000-4340500	Nonfunded Deductible E	<u>3,214.14</u>
<b>Grand Total:</b>		<b>71,351.69</b>

**Project Account Summary**

Project Account Key	Expense Amount
**None**	<u>71,351.69</u>
<b>Grand Total:</b>	<b>71,351.69</b>





City of Elkhart

# Expense Approval Report By Fund

Payment Dates 5/21/2026 - 6/21/2026

City of Elkhart

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
<b>Fund: 2206 - AVIATION</b>					
ExpObject: 4320400 - Telephone & Communication					
Comcast Cable	INV0016862	06/12/2026	8771402050907961 1211 C	2206-5-201-4320400	212.33 ✓
ExpObject 4320400 - Telephone & Communication Total:					212.33
ExpObject: 4350100 - Electricity					
Indiana Michigan Power Com	INV0016454	05/29/2026	04240948119 1211 County	2206-5-201-4350100	3,197.86 ✓
ExpObject 4350100 - Electricity Total:					3,197.86
ExpObject: 4350200 - Natural Gas					
Northern Indiana Public Servi	INV0016945	06/12/2026	6440000093 1211 CR 6W	2206-5-201-4350200	337.48 ✓
ExpObject 4350200 - Natural Gas Total:					337.48
ExpObject: 4350400 - Water & Sewer					
ELKHART PUBLIC UTILITIES	INV0016779	06/12/2026	1203336003 1211 W County	2206-5-201-4350400	75.79 ✓
ELKHART PUBLIC UTILITIES	INV0016780	06/12/2026	1203335600 1139 W County	2206-5-201-4350400	74.44 ✓
ELKHART PUBLIC UTILITIES	INV0016781	06/12/2026	1203335800 1205 W County	2206-5-201-4350400	14.35 ✓
ExpObject 4350400 - Water & Sewer Total:					164.58
Fund 2206 - AVIATION Total:					3,912.25
Grand Total:					3,912.25

June Efax -  
4-64 06.12.26



### Report Summary

#### Fund Summary

Fund	Payment Amount
2206 - AVIATION	3,912.25
<b>Grand Total:</b>	<u>3,912.25</u>

#### Account Summary

Account Number	Account Name	Payment Amount
2206-5-201-4320400	Telephone & Communic	212.33
2206-5-201-4350100	Electricity	3,197.86
2206-5-201-4350200	Natural Gas	337.48
2206-5-201-4350400	Water & Sewer	164.58
<b>Grand Total:</b>		<u>3,912.25</u>

#### Project Account Summary

Project Account Key	Payment Amount
**None**	3,912.25
<b>Grand Total:</b>	<u>3,912.25</u>





City of Elkhart, Indiana  
the city with a heart

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**MEMORANDUM**

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**DATE:** 06/24/26  
**TO:** The Board of Aviation Commissioners  
**FROM:** Andy Jones, Airport Director  
**RE:** Ratify Airport Director's Signature on T-Hangar 35 lease

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The Elkhart Municipal Airport has rented T-Hangar 35 to new tenant Tom Eichelberger on a temporary basis from August 1 to November 30, 2026. Mr. Eichelberger's aircraft is an Icon A5. I ask the Board of Aviation Commissioners to ratify the Airport Director's signature on the lease and authorize its Board President to sign this Agreement on behalf of the City.

Thank you,

Andy Jones  
Airport Director

**Please ratify the Airport Director's signature on new T-Hangar 35 lease & authorize The Board of Aviation Commissioners President to sign the T-Hangar 35 lease effective August 1, 2026.**

Date 06.24.26  
Approved by City of Elkhart  
Board of Aviation Commissioners

Tom Shoff via Teams (KS)



T-HANGAR LEASE AGREEMENT

This T-Hangar Lease Agreement into this 1<sup>st</sup> day of August 2026, by and between Elkhart Board of Aviation Commissioners ("Lessor"), and Tom Eichelberger ("Lessee"):

**WITNESSETH THAT:**

1. **LEASE OF T-HANGAR.** The Lessor hereby leases to Lessee and covenants to keep the Lessee in quiet possession of, T-Hangar 35 (The "Premises"). **The Premises herein demised shall be used solely as storage space for aircraft owned by or leased to the Lessee and for no other purpose, subject to the conditions, limitations, and restrictions contained elsewhere in the Agreement.** The following described aircraft is registered with Lessor, and authorized for storage in the Premises:

Make: Icon Model: A5 Registration Number: N629LT

If Lessee disposes of the above registered aircraft and does not replace it within One Hundred Twenty (120) days, this Agreement shall automatically terminate. If Lessee purchases or Leases an aircraft different than the one registered above, Lessee shall notify the Lessor within Seven (7) days of such occurrence.

2. **TERMS.** Agreement shall continue in effect from month-to-month, unless terminated under the terms of this Agreement. **Lessee must provide Lessor 30 days advanced written notice to terminate lease agreement.**

3. **PAYMENT.** In consideration whereof, the Lessee agrees to pay the Lessor as monthly rent for the Premises, the sum of \$195.00 in advance on or before the first day of each month. The amount of rent may be changed from time to time by the Lessor upon Thirty (30) days prior written notice to Lessee.

In addition to the advance payment of rental for the first month, Lessee shall pay the Lessor the sum of \$195.00 which shall be applied as rental for the last month of Lessee's occupancy of the Premises. In the event Lessee shall fail to comply with any provision of this Agreement, said sum may be retained by the Lessor as a security deposit and shall be in addition to any liability for damage to the Premises. Payment shall be made to Controllers Office 229 S. Second Street, Elkhart, Indiana 46516.

4. **USE OF HANGAR.** Lessee agrees to take good care of the Premises and to return the same at the expiration of the term in as good order as received, ordinary wear and tear and natural decay expected. If destruction of the Premises, or any part thereof, proved to be without fault of the Lessee shall occur during the term of this Agreement so as to make the Premises unfit for the purpose hereinabove mentioned, the Lessee may surrender and cancel this Agreement. Lessee agrees that its use of the Premises shall be in conformity with the provisions of this paragraph and further agrees that, any other provision of this Agreement notwithstanding, in the event of any violation of the provisions of this paragraph on the part of the Lessee, the Lessor shall have the right to cancel this Agreement forthwith and without notice.

- a. The Premises are for the private use of the Lessee and shall not be used for any commercial purpose, including, but not by way of limitation, the sale of products or services of any kind, whether or not such sales are transacted for a profit.
- b. Only the Lessee named in this Lease and no other person shall be allowed to perform preventive maintenance on its aircraft, registered for that hangar, of the kind and to the extent permitted by Federal Aviation Administration Regulation, FAR 43.3 Appendix A, paragraph (c) titled Preventive Maintenance (see reverse Side-Exhibit "A"), and any subsequent amendments.
- c. Lessee agrees that use of the Premises shall be in accordance with federal, state and local laws and regulations, including, but not limited to, those pertaining to fire and safety, as well as the Regulations of the Lessor.
- d. Lessee's exclusive use is restricted to the Premises designated herein and does not apply to any ramp, apron or taxiway within the T-Hangar area. All such ramp, aprons, or taxiways within the T-Hangar area are common use areas, available to all other users and tenants on the Airport. Lessee agrees that Lessee's aircraft shall not be parked or positioned in such common use areas so as to block, limit or restrict the use of the ramps, aprons or taxiways by other Airport tenants or users.
- e. Lessee may place within the Premises a small desk, a workbench, a tool cabinet and necessary small hand tools required for work permitted under subparagraph 4b.
- f. Lessee may store parts and accessories for the aircraft registered for the Premises within the Premises; provided, however, storage of any parts, accessories, hulls, or incomplete aircraft, which are not manufactured for use on, or cannot be readily adapted for use on, an aircraft registered for the Premises shall be prohibited.
- g. Lessee may park an operable automobile within the T-Hangar, but only an automobile registered to the lessee and subject to any parking rules and regulations issued by the Lessor. The Lessor shall have the right to remove any automobile, at the Lessee's expense, that is parked in an unauthorized area.
- h. Lessee may store not more than Five (5) gallons of flammable fluids, or reasonable amounts of aircraft lubricants, within the premises, provided that any such storage shall be limited to MFPA approved containers, or unopened original cans.
- i. Lessee has the right to store non-aviation related items owned by the lessee within the premises as long as the lessee also stores an airworthy aircraft registered to the lessee.
- j. Lessee will not be permitted to perform repair service on automobile or automotive equipment of any kind, other than an authorized motorized towing vehicle from or at the Premises.
- k. Lessee shall not perform painting, or "doping", operations of any kind within the Premises, the use of non-electric, non-combustible, air pressure tanks used to inflate aircraft landing gear tires will be permitted.
- l. Lessee shall be responsible to remove all trash from the Premises and deposit it in the containers as designated by Lessor.
- m. The doors on the Premises shall be kept closed at all times except for ingress and egress of the aircraft and when the Lessee is present on the Premises.
- n. Subject to Lessor approval prior to installation and initial use, Lessee shall be permitted to install and use approved space heaters and engine heater which have a combined maximum load of 9.8 amps or less. Space heaters shall not be used on a continual basis while the aircraft is not in the Premises or while the Lessee is not actually working on the Premises. It shall be the responsibility of the Lessee to request and obtain approval of the installation and use of permitted devices and failure to do so may result in the termination of this Agreement or other action deemed appropriate by the Lessor. In addition to any other remedy or action available to the Lessor, the Lessor shall have, and the Lessee hereby agrees that Lessor shall have, the right to enter onto the Premises and remove there from any and all devices which the Lessor has not specifically approved for installation and use in the Premises. Lessor shall not be held liable for any such loss or damage suffered by the Lessee as a result of such action by the Lessor unless such loss of damage results from negligence by the Lessor, its officers, agents or employees.
- o. Washing aircraft, however performed, will not be permitted in the Premises.

- p. Installation of furniture or appliances, other than those specifically permitted under other provisions of this Agreement shall be prohibited. This prohibition shall include, but not be limited to, sleeping couches, cots, beds, hot plates, stoves and other cooking devices.
- q. Lessee shall dispose of all waste oil in Lessor's approved containers designated for such purposes. Disposal of oil in drains, on the ground, or in any unapproved containers shall result in immediate termination of this Agreement by the Lessor.
- r. Lessee shall obey & comply with Lessor Minimum Standards, Rules, Regulations and any modifications made to them.
5. **SUBLEASE/ASSIGNMENT.** The Premises shall not be sublet, assigned, transferred or set over by the act of the Lessee, by process or operation of law or in any other manner whatsoever without the prior written consent of the Lessor. The parking of aircraft not owned or leased by the Lessee in the Premises shall constitute a sublease.
6. **SIGNS.** No signs, emblems, or advertising shall be placed or erected on or in the Premises herein demised, nor shall the Lessee make any alterations, changes or additions to the Premises without Lessor's approval.
7. **DISCLAIMER OF LIABILITY.** Lessor hereby disclaims, and Lessee hereby releases Lessor from any and all liability, whether in contract or tort (including strict liability and negligence), for any loss, damage or injury of any nature whatsoever sustained by Lessor, its employees, agents or invitees during the term of this Agreement, including but not limited to loss, damage or injury to the aircraft or other property of Lessee that may be located or stored in the Hangar, unless such loss, damage or injury is caused by Lessor's gross negligence. The parties hereby agree that under no circumstances shall Lessor be liable for indirect, consequential, special or exemplary damages, whether in contract or tort (including strict liability and negligence), such as, but not limited to, loss or revenue or anticipated profits or other damage related to the leasing the Hangar under this Agreement.
8. **NOTICES.** Notices to the Lessor provided for herein shall be in writing and shall be sufficient if sent by registered mail, postage prepaid, or hand delivered, addressed to Elkhart Municipal Airport, 1211 CR 6 W, Elkhart, Indiana 46514, and notices to the Lessee shall be in writing and shall be sufficient if sent registered mail, postage prepaid, or hand delivered, to the address listed below or to such other respective addresses as the parties may designate to each other in writing from time to time.
9. **INDEMNIFICATION.** The Lessee agrees to indemnify and save the Lessor, its officers, agents and employees harmless from any liability, including, but not limited to, claims, judgments, fines, costs and attorney's fees, to persons or property resulting from or arising out of or in any way connected with the Lessee's use or occupancy of the Premises and/or breach of this Agreement. The Lessor shall not be liable for its failure to perform this Agreement or for any loss, injury, damage or delay of any nature whatsoever resulting therefrom caused by any act of God, fire, flood, accident, strike, labor dispute, riot, insurrection, war or any other cause beyond the Lessor's control.
10. **DEFAULT.** Upon Lessee's failure to pay any installment of rent when due, or in the event of Lessee's neglect or failure to comply with the provisions of this Agreement, the Lessor shall, at its option, have the right to terminate this Agreement and to remove the aircraft and any other property of Lessee from the premises, without being guilty of trespass, breach of peace or forcible entry and detainer, and Lessee expressly waives the service of any notice. Exercise by the Lessor or either or both of the rights specified above shall not prejudice the Lessor's right to pursue any other remedy available to the Lessor in law or equity.
11. **INSPECTIONS.** The Lessee agrees that Lessor shall have the right to enter the Premises at any time for the purpose of making inspections thereof and to take such action and to make such repairs or alterations as are, in the sole opinion of the Lessor, desirable or necessary, and to take such materials into or out of the premises for the safe and economical accomplishment of said purposes without in any way being deemed guilty of an actual or constructive eviction of the Lessee. Lessor, or designated representative, shall annually in May conduct inspections to determine compliance with paragraph 4. Lessee shall provide a means of access whether key or code within 10 days of tenancy.
12. **GOVERNING LAW.** This Agreement shall be construed in accordance with the laws of the State of Indiana.
13. **RELATIONSHIP OF PARTIES.** The relationship between the Lessor and Lessee shall always and only be that of Lessor and Lessee. Lessee shall never at any time during the term of this Agreement become the agent of the Lessor, and the Lessor shall not be responsible for the acts or omissions of Lessee or its agents.
14. **REMEDIES CUMULATIVE.** The rights and remedies with respect to any of the terms and conditions of this Agreement shall be cumulative and not exclusive, and shall be in addition to all other rights and remedies.

#### EXHIBIT A

#### FEDERAL AVIATION ADMINISTRATION REGULATIONS FAR Part 43.3 Appendix A, Paragraph (c)

(c) **Preventive maintenance.** Preventive maintenance is limited to the following work, provided it does not involve complex assembly operations.

- 1) Removal, installation, and repair of landing gear tires.
- 2) Replacing elastic shock absorber cords on landing gear.
- 3) Servicing landing gear shock struts by adding oil, air, or both.
- 4) Servicing landing gear wheel bearings, such as cleaning and greasing.
- 5) Replacing defective safety wiring or cotter keys.
- 6) Lubrication not requiring disassembly other than removal of nonstructural items such as covers plates, cowlings, and fairings.
- 7) Making simple fabric patches not requiring rib stitching or the removal of structural parts or control surfaces. In the case of balloons, the making of small fabric repairs to envelopes (as defined in, and in accordance with, the balloon manufacturers' instructions) not requiring load tape repair or replacement.
- 8) Replenishing hydraulic fluid in the hydraulic reservoir.
- 9) Refinishing decorative coating of fuselage, balloon baskets, wings, tail group surfaces (excluding balanced control surfaces), fairings, cowlings, landing gear, cabin, or cockpit interior when removal or disassembly of any primary structure or operating system is not required.
- 10) Applying preservative or protective material to components where no disassembly of any primary structure or operating system is involved and where such coating is not prohibited or is not contrary to good practices.

- 11) Repairing upholstery and decorative furnishings of the cabin, cockpit, or balloon interior when the repairing does not require disassembly of any primary structure or operating system or affect primary structure or operating system or affect primary structure of the aircraft.
- 12) Making small simple repairs to fairings, nonstructural cover plates, cowlings, and small patches and reinforcements not changing the contour so as to interfere with proper airflow.
- 13) Replacing side windows where that work does not interfere with the structure or any operating system such as controls, electrical equipment, etc.
- 14) Replacing safety belts.
- 15) Replacing seats or seat parts with replacement parts approved for the aircraft, not involving disassembly of any primary structure or operating system.
- 16) Trouble shooting and repairing broken circuits in landing light wiring circuits.
- 17) Replacing bulbs, reflectors, and lenses of position and landing lights.
- 18) Replacing wheels and skis where no weight and balance computation is involved.
- 19) Replacing any cowling not requiring removal of the propeller or disconnection of flight controls.
- 20) Replacing or cleaning spark plugs and setting of spark plug gap clearance.
- 21) Replacing any hose connection except hydraulic connections.
- 22) Replacing prefabricated fuel lines.
- 23) Cleaning or replacing fuel and oil strainers or filter elements.
- 24) Replacing and servicing batteries.
- 25) Removing and installing glider wings and tail surfaces that are specifically designed for quick removal and installation and when such removal and installation can be accomplished by the pilot.
- 26) Cleaning of balloon burner pilot and main nozzles in accordance with the balloon manufacturer's instructions.
- 27) Replacement or adjustment of nonstructural standard fasteners incidental to operations.
- 28) Removing and installing balloon baskets and burners that are specifically designed for quick removal and installation and when such removal and installation can be accomplished by the pilot, provided that baskets are not interchanged except as provided in the type certificate data sheet for that balloon.
- 29) The installation of anti-misfuelling devices to reduce the diameter of fuel tank filler openings provided the specific device has been made a part of the aircraft type certificate data by the aircraft manufacturer, the aircraft manufacturer has provided FAA-approved instructions for installation of the specific device, and installation does not involve the disassembly of the existing tank filler opening.
- 30) Removing, checking, and replacing magnetic chip detectors.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed as of the date first above written.

Billing Address: 2298 E. County Hwy 30A  
 PO Box 4903  
 Santa Rosa Beach, FL 32459

Phone #: 404-402-6297

Email: taeichelberger@outlook.com

LESSEE SIGNATURE: \_\_\_\_\_

LESSOR

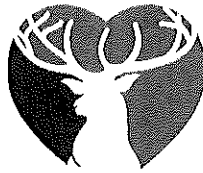
Airport Director

By: Andy Jones  
 Andy Jones

By: Doug Thorne  
 Doug Thorne

Board of Aviation Commissioners President





City of Elkhart, Indiana  
the city with a heart

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**MEMORANDUM**


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**DATE:** 06/24/26  
**TO:** The Board of Aviation Commissioners  
**FROM:** Andy Jones, Airport Director  
**RE:** Ratify Airport Director's Signature on T-Hangar 77 lease

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The Elkhart Municipal Airport has rented T-Hangar 77 to new tenant John Noldin, as of May 27, 2026. Mr. Noldin's aircraft is a Piper Malibu. I ask the Board of Aviation Commissioners to ratify the Airport Director's signature on the lease and authorize its Board President to sign this Agreement on behalf of the City.

Thank you,

  
Andy Jones  
Airport Director

Please ratify the Airport Director's signature on new T-Hangar 77 lease & authorize The Board of Aviation Commissioners President to sign the T-Hangar 77 lease effective May 27, 2026.

Date 06.24.26  
Approved by City of Elkhart  
Board of Aviation Commissioners

  
  
Tom Shoff via Teams (KS)



## T-HANGAR LEASE AGREEMENT

This T-Hangar Lease Agreement into this 27 day of May 2026, by and between John Noldin and Elkhart Board of Aviation Commissioners ("Lessor"), and ("Lessee"):

### WITNESSETH THAT:

1. **LEASE OF T-HANGAR.** The Lessor hereby leases to Lessee and covenants to keep the Lessee in quiet possession of, T-Hangar 77 (The "Premises"). **The Premises herein demised shall be used solely as storage space for aircraft owned by or leased to the Lessee and for no other purpose, subject to the conditions, limitations, and restrictions contained elsewhere in the Agreement.** The following described aircraft is registered with Lessor, and authorized for storage in the Premises:

Make Piper Model: Malibu Registration Number: N9080X

If Lessee disposes of the above registered aircraft and does not replace it within One Hundred Twenty (120) days, this Agreement shall automatically terminate. If Lessee purchases or Leases an aircraft different than the one registered above, Lessee shall notify the Lessor within Seven (7) days of such occurrence.

2. **TERMS.** Agreement shall continue in effect from month-to-month, unless terminated under the terms of this Agreement. **Lessee must provide Lessor 30 days advanced written notice to terminate lease agreement.**

3. **PAYMENT.** In consideration whereof, the Lessee agrees to pay the Lessor as monthly rent for the Premises, the sum of \$400.00 in advance on or before the first day of each month. The amount of rent may be changed from time to time by the Lessor upon Thirty (30) days prior written notice to Lessee.

In addition to the advance payment of rental for the first month, Lessee shall pay the Lessor the sum of \$400.00 which shall be applied as rental for the last month of Lessee's occupancy of the Premises. In the event Lessee shall fail to comply with any provision of this Agreement, said sum may be retained by the Lessor as a security deposit and shall be in addition to any liability for damage to the Premises. Payment shall be made to Controllers Office 229 S. Second Street, Elkhart, Indiana 46516.

4. **USE OF HANGAR.** Lessee agrees to take good care of the Premises and to return the same at the expiration of the term in as good order as received, ordinary wear and tear and natural decay expected. If destruction of the Premises, or any part thereof, proved to be without fault of the Lessee shall occur during the term of this Agreement so as to make the Premises unfit for the purpose hereinabove mentioned, the Lessee may surrender and cancel this Agreement. Lessee agrees that its use of the Premises shall be in conformity with the provisions of this paragraph and further agrees that, any other provision of this Agreement notwithstanding, in the event of any violation of the provisions of this paragraph on the part of the Lessee, the Lessor shall have the right to cancel this Agreement forthwith and without notice.

- a. The Premises are for the private use of the Lessee and shall not be used for any commercial purpose, including, but not by way of limitation, the sale of products or services of any kind, whether or not such sales are transacted for a profit.
- b. Only the Lessee named in this Lease and no other person shall be allowed to perform preventive maintenance on its aircraft, registered for that hangar, of the kind and to the extent permitted by Federal Aviation Administration Regulation, FAR 43.3 Appendix A, paragraph (c) titled Preventive Maintenance (see reverse Side-Exhibit "A"), and any subsequent amendments.
- c. Lessee agrees that use of the Premises shall be in accordance with federal, state and local laws and regulations, including, but not limited to, those pertaining to fire and safety, as well as the Regulations of the Lessor.
- d. Lessee's exclusive use is restricted to the Premises designated herein and does not apply to any ramp, apron or taxiway within the T-Hangar area. All such ramp, aprons, or taxiways within the T-Hangar area are common use areas, available to all other users and tenants on the Airport. Lessee agrees that Lessee's aircraft shall not be parked or positioned in such common use areas so as to block, limit or restrict the use of the ramps, aprons or taxiways by other Airport tenants or users.
- e. Lessee may place within the Premises a small desk, a workbench, a tool cabinet and necessary small hand tools required for work permitted under subparagraph 4b.
- f. Lessee may store parts and accessories for the aircraft registered for the Premises within the Premises; provided, however, storage of any parts, accessories, hulls, or incomplete aircraft, which are not manufactured for use on, or cannot be readily adapted for use on, an aircraft registered for the Premises shall be prohibited.
- g. Lessee may park an operable automobile within the T-Hangar, but only an automobile registered to the lessee and subject to any parking rules and regulations issued by the Lessor. The Lessor shall have the right to remove any automobile, at the Lessee's expense, that is parked in an unauthorized area.
- h. Lessee may store not more than Five (5) gallons of flammable fluids, or reasonable amounts of aircraft lubricants, within the premises, provided that any such storage shall be limited to MFPA approved containers, or unopened original cans.
- i. Lessee has the right to store non-aviation related items owned by the lessee within the premises as long as the lessee also stores an airworthy aircraft registered to the lessee.
- j. Lessee will not be permitted to perform repair service on automobile or automotive equipment of any kind, other than an authorized motorized towing vehicle from or at the Premises.
- k. Lessee shall not perform painting, or "doping", operations of any kind within the Premises, the use of non-electric, non-combustible, air pressure tanks used to inflate aircraft landing gear tires will be permitted.
- l. Lessee shall be responsible to remove all trash from the Premises and deposit it in the containers as designated by Lessor.
- m. The doors on the Premises shall be kept closed at all times except for ingress and egress of the aircraft and when the Lessee is present on the Premises.
- n. Subject to Lessor approval prior to installation and initial use, Lessee shall be permitted to install and use approved space heaters and engine heater which have a combined maximum load of 9.8 amps or less. Space heaters shall not be used on a continual basis while the aircraft is not in the Premises or while the Lessee is not actually working on the Premises. It shall be the responsibility of the Lessee to request and obtain approval of the installation and use of permitted devices and failure to do so may result in the termination of this Agreement or other action deemed appropriate by the Lessor. In addition to any other remedy or action available to the Lessor, the Lessor shall have, and the Lessee hereby agrees that Lessor shall have, the right to enter onto the Premises and remove there from any and all devices which the Lessor has not specifically approved for installation and use in the Premises. Lessor shall not be held liable for any such loss or damage suffered by the Lessee as a result of such action by the Lessor unless such loss of damage results from negligence by the Lessor, its officers, agents or employees.
- o. Washing aircraft, however performed, will not be permitted in the Premises.

- p. Installation of furniture or appliances, other than those specifically permitted under other provisions of this Agreement shall be prohibited. This prohibition shall include, but not be limited to, sleeping couches, cots, beds, hot plates, stoves and other cooking devices.
- q. Lessee shall dispose of all waste oil in Lessor's approved containers designated for such purposes. Disposal of oil in drains, on the ground, or in any unapproved containers shall result in immediate termination of this Agreement by the Lessor.
- r. Lessee shall obey & comply with Lessor Minimum Standards and any modifications made to them.
5. **SUBLEASE/ASSIGNMENT.** The Premises shall not be sublet, assigned, transferred or set over by the act of the Lessee, by process or operation of law or in any other manner whatsoever without the prior written consent of the Lessor. The parking of aircraft not owned or leased by the Lessee in the Premises shall constitute a sublease.
6. **SIGNS.** No signs, emblems, or advertising shall be placed or erected on or in the Premises herein demised, nor shall the Lessee make any alterations, changes or additions to the Premises without Lessor's approval.
7. **DISCLAIMER OF LIABILITY.** Lessor hereby disclaims, and Lessee hereby releases Lessor from any and all liability, whether in contract or tort (including strict liability and negligence), for any loss, damage or injury of any nature whatsoever sustained by Lessor, its employees, agents or invitees during the term of this Agreement, including but not limited to loss, damage or injury to the aircraft or other property of Lessee that may be located or stored in the Hangar, unless such loss, damage or injury is caused by Lessor's gross negligence. The parties hereby agree that under no circumstances shall Lessor be liable for indirect, consequential, special or exemplary damages, whether in contract or tort (including strict liability and negligence), such as, but not limited to, loss or revenue or anticipated profits or other damage related to the leasing the Hangar under this Agreement.
8. **NOTICES.** Notices to the Lessor provided for herein shall be in writing and shall be sufficient if sent by registered mail, postage prepaid, or hand delivered, addressed to Elkhart Municipal Airport, 1211 CR 6 W, Elkhart, Indiana 46514, and notices to the Lessee shall be in writing and shall be sufficient if sent registered mail, postage prepaid, or hand delivered, to the address listed below or to such other respective addresses as the parties may designate to each other in writing from time to time.
9. **INDEMNIFICATION.** The Lessee agrees to indemnify and save the Lessor, its officers, agents and employees harmless from any liability, including, but not limited to, claims, judgments, fines, costs and attorney's fees, to persons or property resulting from or arising out of or in any way connected with the Lessee's use or occupancy of the Premises and/or breach of this Agreement. The Lessor shall not be liable for its failure to perform this Agreement or for any loss, injury, damage or delay of any nature whatsoever resulting therefrom caused by any act of God, fire, flood, accident, strike, labor dispute, riot, insurrection, war or any other cause beyond the Lessor's control.
10. **DEFAULT.** Upon Lessee's failure to pay any installment of rent when due, or in the event of Lessee's neglect or failure to comply with the provisions of this Agreement, the Lessor shall, at its option, have the right to terminate this Agreement and to remove the aircraft and any other property of Lessee from the premises, without being guilty of trespass, breach of peace or forcible entry and detainer, and Lessee expressly waives the service of any notice. Exercise by the Lessor or either or both of the rights specified above shall not prejudice the Lessor's right to pursue any other remedy available to the Lessor in law or equity.
11. **INSPECTIONS.** The Lessee agrees that Lessor shall have the right to enter the Premises at any time for the purpose of making inspections thereof and to take such action and to make such repairs or alterations as are, in the sole opinion of the Lessor, desirable or necessary, and to take such materials into or out of the premises for the safe and economical accomplishment of said purposes without in any way being deemed guilty of an actual or constructive eviction of the Lessee. Lessor, or designated representative, shall annually in May conduct inspections to determine compliance with paragraph 4. Lessee shall provide a means of access whether key or code within 10 days of tenancy.
12. **GOVERNING LAW.** This Agreement shall be construed in accordance with the laws of the State of Indiana.
13. **RELATIONSHIP OF PARTIES.** The relationship between the Lessor and Lessee shall always and only be that of Lessor and Lessee. Lessee shall never at any time during the term of this Agreement become the agent of the Lessor, and the Lessor shall not be responsible for the acts or omissions of Lessee or its agents.
14. **REMEDIES CUMULATIVE.** The rights and remedies with respect to any of the terms and conditions of this Agreement shall be cumulative and not exclusive, and shall be in addition to all other rights and remedies.

#### EXHIBIT A

#### FEDERAL AVIATION ADMINISTRATION REGULATIONS FAR Part 43.3 Appendix A, Paragraph (c)

(c) **Preventive maintenance.** Preventive maintenance is limited to the following work, provided it does not involve complex assembly operations.

- 1) Removal, installation, and repair of landing gear tires.
- 2) Replacing elastic shock absorber cords on landing gear.
- 3) Servicing landing gear shock struts by adding oil, air, or both.
- 4) Servicing landing gear wheel bearings, such as cleaning and greasing.
- 5) Replacing defective safety wiring or cotter keys.
- 6) Lubrication not requiring disassembly other than removal of nonstructural items such as covers plates, cowlings, and fairings.
- 7) Making simple fabric patches not requiring rib stitching or the removal of structural parts or control surfaces. In the case of balloons, the making of small fabric repairs to envelopes (as defined in, and in accordance with, the balloon manufacturers' instructions) not requiring load tape repair or replacement.
- 8) Replenishing hydraulic fluid in the hydraulic reservoir.
- 9) Refinishing decorative coating of fuselage, balloon baskets, wings, tail group surfaces (excluding balanced control surfaces), fairings, cowlings, landing gear, cabin, or cockpit interior when removal or disassembly of any primary structure or operating system is not required.
- 10) Applying preservative or protective material to components where no disassembly of any primary structure or operating system is involved and where such coating is not prohibited or is not contrary to good practices.

requires disassembly of any primary structure or operating system or affect primary structure or operating system or affect primary structure of the aircraft.

- 12) Making small simple repairs to fairings, nonstructural cover plates, cowlings, and small patches and reinforcements not changing the contour so as to interfere with proper airflow.
- 13) Replacing side windows where that work does not interfere with the structure or any operating system such as controls, electrical equipment, etc.
- 14) Replacing safety belts.
- 15) Replacing seats or seat parts with replacement parts approved for the aircraft, not involving disassembly of any primary structure or operating system.
- 16) Trouble shooting and repairing broken circuits in landing light wiring circuits.
- 17) Replacing bulbs, reflectors, and lenses of position and landing lights.
- 18) Replacing wheels and skis where no weight and balance computation is involved.
- 19) Replacing any cowling not requiring removal of the propeller or disconnection of flight controls.
- 20) Replacing or cleaning spark plugs and setting of spark plug gap clearance.
- 21) Replacing any hose connection except hydraulic connections.
- 22) Replacing prefabricated fuel lines.
- 23) Cleaning or replacing fuel and oil strainers or filter elements.
- 24) Replacing and servicing batteries.
- 25) Removing and installing glider wings and tail surfaces that are specifically designed for quick removal and installation and when such removal and installation can be accomplished by the pilot.
- 26) Cleaning of balloon burner pilot and main nozzles in accordance with the balloon manufacturer's instructions.
- 27) Replacement or adjustment of nonstructural standard fasteners incidental to operations.
- 28) Removing and installing balloon baskets and burners that are specifically designed for quick removal and installation and when such removal and installation can be accomplished by the pilot, provided that baskets are not interchanged except as provided in the type certificate data sheet for that balloon.
- 29) The installation of anti-misfueling devices to reduce the diameter of fuel tank filler openings provided the specific device has been made a part of the aircraft type certificate data by the aircraft manufacturer, the aircraft manufacturer has provided FAA-approved instructions for installation of the specific device, and installation does not involve the disassembly of the existing tank filler opening.
- 30) Removing, checking, and replacing magnetic chip detectors.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed as of the date first above written.

Billing Address: 920 W. Ave H. Griffith, IN 46319

LESSOR  
Airport Manager

By: Andy Jones  
Andy Jones

[Signature]

LESSEE SIGNATURE

Printed Name:

Phone #: 219-730-3705

BOAC Member:  
[Signature]  
BOAC



- 11) Repairing upholstery and decorative furnishings of the cabin, cockpit, or balloon interior when the repairing does not require disassembly of any primary structure or operating system or affect primary structure or operating system or affect primary structure of the aircraft.
- 12) Making small simple repairs to fairings, nonstructural cover plates, cowlings, and small patches and reinforcements not changing the contour so as to interfere with proper airflow.
- 13) Replacing side windows where that work does not interfere with the structure or any operating system such as controls, electrical equipment, etc.
- 14) Replacing safety belts.
- 15) Replacing seats or seat parts with replacement parts approved for the aircraft, not involving disassembly of any primary structure or operating system.
- 16) Trouble shooting and repairing broken circuits in landing light wiring circuits.
- 17) Replacing bulbs, reflectors, and lenses of position and landing lights.
- 18) Replacing wheels and skis where no weight and balance computation is involved.
- 19) Replacing any cowling not requiring removal of the propeller or disconnection of flight controls.
- 20) Replacing or cleaning spark plugs and setting of spark plug gap clearance.
- 21) Replacing any hose connection except hydraulic connections.
- 22) Replacing prefabricated fuel lines.
- 23) Cleaning or replacing fuel and oil strainers or filter elements.
- 24) Replacing and servicing batteries.
- 25) Removing and installing glider wings and tail surfaces that are specifically designed for quick removal and installation and when such removal and installation can be accomplished by the pilot.
- 26) Cleaning of balloon burner pilot and main nozzles in accordance with the balloon manufacturer's instructions.
- 27) Replacement or adjustment of nonstructural standard fasteners incidental to operations.
- 28) Removing and installing balloon baskets and burners that are specifically designed for quick removal and installation and when such removal and installation can be accomplished by the pilot, provided that baskets are not interchanged except as provided in the type certificate data sheet for that balloon.
- 29) The installation of anti-misfueling devices to reduce the diameter of fuel tank filler openings provided the specific device has been made a part of the aircraft type certificate data by the aircraft manufacturer, the aircraft manufacturer has provided FAA-approved instructions for installation of the specific device, and installation does not involve the disassembly of the existing tank filler opening.
- 30) Removing, checking, and replacing magnetic chip detectors.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed as of the date first above written.

Billing Address: 920 W. Ave H.  
Griffith, IN 46319

LESSOR  
Airport Manager

By: \_\_\_\_\_

LESSEE SIGNATURE: \_\_\_\_\_

Phone #: 219-730-3705

Printed Name:

BOAC Member:

\_\_\_\_\_

Email: [divisionjbn@aol.com](mailto:divisionjbn@aol.com)

Combo Code: None, key issued to tenant & a copy also kept in admin bldg





City of Elkhart, Indiana  
the city with a heart

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**MEMORANDUM**

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**DATE:** 06/24/26  
**TO:** The Board of Aviation Commissioners  
**FROM:** Andy Jones, Airport Director  
**RE:** Approval of AIP-40 Pay Request #11 final for FAA & State Reimbursements and Local share payment

---

Please approve pay request #11 final for the AIP-40, 10-unit T-Hangar for FAA Reimbursement to EKM in the amount of \$91,300.00 and State reimbursement to EKM in the amount of \$5,072.17. Please also approve for the local share amount of \$5,071.35 to be paid by the City. This pay request has been approved by the City Legal Department. Please also authorize the BOAC President to sign this document.

Please approve pay request #11 final for AIP-40 for FAA reimbursement of \$91,300.00 and State reimbursement of \$5,072.17 to EKM, and a local share payment of \$5,071.35 and give authorization for the BOAC President to sign this document.

Thank you,

Andy Jones  
Airport Director

Date 06.24.26  
Approved by City of Elkhart  
Board of Aviation Commissioners

Tom Shoff via Teams (K)

Approved as to form and legality





City of Elkhart  
Elkhart Municipal Airport

June 30, 2026

Mr. Victor Iniguez  
Program Manager  
Chicago Airport Districts Office  
2300 East Devon Avenue  
Des Plaines, IL 60018

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

Doug Thorne, President

Bruce Shreiner, V.P.

Tom Shoff, Secretary

Shari Mellin, Treasurer

RE: Closeout Request AIP 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

Dear Mr. Iniguez:

We respectfully request closeout of AIP40. Please find the Final SF425 enclosed.

Thank you for your support of the Elkhart Municipal Airport.

Sincerely,



Doug Thorne  
President

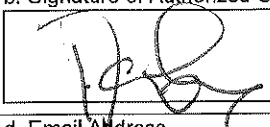
c: Butler, Fairman and Seufert  
Marcus Dial, INDOT Office of Aviation

# Federal Financial Report

(Follow form instructions)

OMB Number: 4040-0014  
Expiration Date: 06/30/2028

<b>1. Federal Agency and Organizational Element to Which Report is Submitted</b> FAA		<b>2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment)</b> AIP 3-18-0018-040-2024	
<b>3. Recipient Organization (Name and complete address including Zip code)</b> Recipient Organization Name: City of Elkhart Street1: 1211 County Road 6 W Street2: City: Elkhart County: State: IN: Indiana Province: Country: USA: UNITED STATES ZIP / Postal Code: 46514-0000			
<b>4a. UEI</b> WKESQNN9VGL7	<b>4b. EIN</b> 35-6001016	<b>5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)</b> AIP 3-18-0018-040-2024	
<b>6. Report Type</b> <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual <input checked="" type="checkbox"/> Final	<b>7. Basis of Accounting</b> <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual	<b>8. Project/Grant Period</b> From: 08/23/2024 To: 06/24/2026	<b>9. Reporting Period End Date</b> 07/31/2026
<b>10. Transactions</b> (Use lines a-c for single or multiple grant reporting)			<b>Cumulative</b>
<b>Federal Cash (To report multiple grants, also use FFR attachment):</b>			
a. Cash Receipts			763,800.00
b. Cash Disbursements			763,800.00
c. Cash on Hand (line a minus b)			0.00
(Use lines d-o for single grant reporting)			
<b>Federal Expenditures and Unobligated Balance:</b>			
d. Total Federal funds authorized			763,800.00
e. Federal share of expenditures			763,800.00
f. Federal share of unliquidated obligations			0.00
g. Total Federal share (sum of lines e and f)			763,800.00
h. Unobligated balance of Federal Funds (line d minus g)			0.00
<b>Recipient Share:</b>			
i. Total recipient share required			84,866.67
j. Recipient share of expenditures			84,866.67
k. Remaining recipient share to be provided (line i minus j)			0.00
<b>Program Income:</b>			
l. Total Federal program income earned			0.00
m. Program Income expended in accordance with the deduction alternative			0.00
n. Program Income expended in accordance with the addition alternative			0.00
o. Unexpended program income (line l minus line m and line n)			0.00

<b>11. Indirect Expense</b>						
a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
<input style="width:100%; height:20px;" type="text"/>	<input style="width:50%; height:20px;" type="text"/>	<input style="width:50%; height:20px;" type="text"/>	<input style="width:50%; height:20px;" type="text"/>	<input style="width:50%; height:20px;" type="text"/>	<input style="width:50%; height:20px;" type="text"/>	<input style="width:50%; height:20px;" type="text"/>
<input style="width:100%; height:20px;" type="text"/>	<input style="width:50%; height:20px;" type="text"/>	<input style="width:50%; height:20px;" type="text"/>	<input style="width:50%; height:20px;" type="text"/>	<input style="width:50%; height:20px;" type="text"/>	<input style="width:50%; height:20px;" type="text"/>	<input style="width:50%; height:20px;" type="text"/>
<b>g. Totals:</b>				<input style="width:50%; height:20px;" type="text"/>	<input style="width:50%; height:20px;" type="text"/>	<input style="width:50%; height:20px;" type="text"/>
<b>12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation:</b>						
<input style="width:30%; height:20px;" type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>						
<b>13. Certification: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).</b>						
<b>a. Name and Title of Authorized Certifying Official</b>						
Prefix: <input style="width:50px;" type="text"/>	First Name: <input style="width:200px;" type="text"/>	Middle Name: <input style="width:200px;" type="text"/>				
Last Name: <input style="width:350px;" type="text"/>		Suffix: <input style="width:100px;" type="text"/>				
Title: <input style="width:350px;" type="text"/>						
<b>b. Signature of Authorized Certifying Official</b>				<b>c. Telephone (Area code, number and extension)</b>		
				<input style="width:150px;" type="text"/>		
<b>d. Email Address</b>				<b>e. Date Report Submitted</b>		<b>14. Agency use only:</b>
<input style="width:450px;" type="text"/>				<input style="width:100px;" type="text"/>		



City of Elkhart  
Elkhart Municipal Airport

June 24, 2026

Mr. Victor Iniguez  
Program Manager  
Chicago Airport Districts Office  
2300 East Devon Avenue  
Des Plaines, IL 60018

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

Doug Thorne, President

Bruce Shreiner, V.P.

Tom Shoff, Secretary

Shari Mellin, Treasurer

RE: Final Payment Request AIP 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

Dear Mr. Iniguez:

We respectfully request final payment authorization for AIP40. Please find the Final Pay Request 11F.

An additional letter requesting official administrative closeout, along with final SF425 will be transmitted after Delphi Payment. The project is being closed with a \$0 balance.

Thank you for your support of the Elkhart Municipal Airport.

Sincerely,



Doug Thorne  
President

c: Butler, Fairman and Seufert  
Marcus Dial, INDOT Office of Aviation

**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 6/24/26	JOB NO. 7298
ATTENTION: Travis Warren <b>e-copy</b>	
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. 11 - FINAL

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: \$91,300

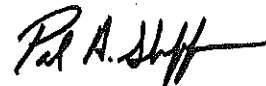
State: \$5,072.17

Local: \$5,071.35

Total: \$101,443.52

COPY TO Andy Jones, Karen Shaw

SIGNED: \_\_\_\_\_



Paul Shaffer, P.E.

Vendor: Elkhart Municipal Airport  
 1211 County Road 6 W  
 Elkhart, IN 46514

REQUEST OF STATE FUNDS  
 State Project

Payment No. 11 - FINAL

Eligible costs to date			\$848,666.67
% of State participation		x	0.05
State share 5%		= \$	42,433.33
Previous Payment		- \$	37,361.16
Total Due		= \$	<b>5,072.17</b>

Payment Request History			
Request Number	Request Amount	Date Requested	Notes
1	\$539.35	11/27/2024	
2	\$6,113.25	3/26/2025	
3	\$3,743.93	5/28/2025	
4	\$682.06	6/25/2025	
5	\$7,174.05	7/30/2025	
6	\$15,002.52	9/24/2025	
7	\$1,644.45	10/29/2025	
8	\$301.75	11/26/2025	
9	\$1,381.21	12/31/2025	Bcat
10	\$778.59	2/25/2026	BCat
11	\$5,072.17	6/24/2026	
Total	\$42,433.33		

Unused Balance	PO Limit	\$42,433.33	100.00%
		\$0.00	

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

<b>3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH THIS REPORT IS SUBMITTED</b> FAA	<b>4. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED BY FEDERAL AGENCY</b> 3-18-0018-040-2024
---	--

<b>5. PARTIAL PAYMENT REQUEST NUMBER FOR THIS REQUEST</b> 11	<b>6. EMPLOYER IDENTIFICATION NUMBER</b> 35-6001016	<b>7. FINANCIAL ASSISTANCE IDENTIFICATION NUMBER</b> WKESQNN9VGL7
---	--	--

**8. PERIOD COVERED BY THIS REQUEST**  
From: 02/26/2026 To: 06/24/2026

**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: 46514-0000

**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.

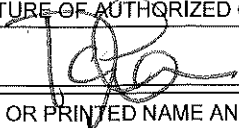
## STATUS OF FUNDS

CLASSIFICATION	PROGRAMS	FUNCTIONS	ACTIVITIES	TOTAL
	(a)	(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	97,624.25			97,624.25
g. Land development				
h. Relocation expense				
i. Relocation payments to individuals and businesses				
j. Demolition and removal				
k. Construction and project improvement cost	751,042.42			751,042.42
l. Equipment				
m. Miscellaneous cost				
n. Total cumulative to date (sum of lines a thru m)	848,666.67			848,666.67
o. Deductions for program income				
p. Net cumulative to date (line n minus line o)	848,666.67			848,666.67
q. Federal share to date	763,800.00			763,800.00
r. Rehabilitation grants (100% reimbursement)				
s. Total Federal share (sum of lines q and r)	763,800.00			763,800.00
t. Federal payments previously requested	672,500.00			672,500.00
u. Amount requested for reimbursement	\$ 91,300.00	\$	\$	\$ 91,300.00
v. Percentage of physical completion of project	100.00 %	%	%	100.00 %

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 06/24/2026
--	-------------------------------------

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 06/24/2026
--	---------------------------

TYPED OR PRINTED NAME AND TITLE

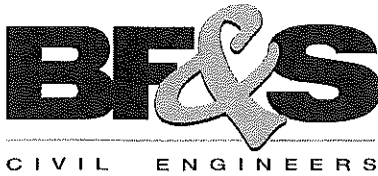
Prefix:  First Name:  Middle Name:

Last Name:  Suffix:

Title:

TELEPHONE (Area code, number, and extension)

WAYS	BASIC FEES		OTHER FEES				AND BUSINESSES	COST
o. 7298				\$10,787.09				
Y REQ. #1	\$0.00	\$0.00	\$0.00	\$10,787.09	\$0.00	\$0.00	\$0.00	\$0.00
1								\$122,265.00
Y REQ. #2	\$0.00	\$0.00	\$0.00	\$10,787.09	\$0.00	\$0.00	\$0.00	\$122,265.00
2								\$74,878.52
Y REQ. #3	\$0.00	\$0.00	\$0.00	\$10,787.09	\$0.00	\$0.00	\$0.00	\$197,143.52
o. 7298				\$3,515.00				
o. 7298				\$5,180.46				
o. 7298				\$4,985.75				
Y REQ. #4	\$0.00	\$0.00	\$0.00	\$24,428.30	\$0.00	\$0.00	\$0.00	\$125,262.25
3								\$18,218.63
4								\$340,624.40
Y REQ. #5	\$0.00	\$0.00	\$0.00	\$24,428.30	\$0.00	\$0.00	\$0.00	\$296,010.50
o. 7298				\$4,040.00				
5								\$665,798.90
Y REQ. #6	\$0.00	\$0.00	\$0.00	\$28,468.30	\$0.00	\$0.00	\$0.00	\$29,164.00
o. 7298				\$3,725.00				
6 (Partial: Balance on AIP40 Prt1)								
Y REQ. #7	\$0.00	\$0.00	\$0.00	\$32,198.30	\$0.00	\$0.00	\$0.00	\$665,798.90
o. 7298				\$6,035.00				
Y REQ. #8	\$0.00	\$0.00	\$0.00	\$38,228.30	\$0.00	\$0.00	\$0.00	\$665,798.90
o. 7298				\$27,624.20				
Y REQ. #9	\$0.00	\$0.00	\$0.00	\$65,852.50	\$0.00	\$0.00	\$0.00	\$665,798.90
o. 7298				\$15,571.75				
Y REQ. #10	\$0.00	\$0.00	\$0.00	\$81,424.25	\$0.00	\$0.00	\$0.00	\$665,798.90
298				\$3,200.00				
298				\$13,000.00				
7 (Partial to Grant max)								
Y REQ #11 - FINAL	\$0.00	\$0.00	\$0.00	\$97,624.25	\$0.00	\$0.00	\$0.00	\$751,042.42
<b>JNTS</b>								
				\$97,624.25				\$751,042.42
				\$98,000.00				\$750,666.67



# 26

# 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

May 18, 2026  
 Invoice No: 112640

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 January 1, 2026 to April 30, 2026

**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	100.00	14,000.00	12,600.00	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	100.00	18,000.00	16,200.00	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
<b>Total Fee</b>	<b>52,000.00</b>		<b>39,000.00</b>	<b>35,800.00</b>	<b>3,200.00</b>

**Total Fee 3,200.00**

**Total this Phase \$3,200.00**

**0504 - RESIDENT PROJECT REPRESENTATIVE**

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	40,000.00	40,000.00
Limit			40,000.00
<b>Total this Phase</b>			<b>0.00</b>

**0505 - TRAVEL**

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	2,000.00	2,000.00
Limit			2,000.00
<b>Total this Phase</b>			<b>0.00</b>

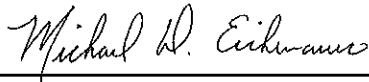
**0506 - MATERIALS TESTING**

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	3,624.25	3,624.25
Limit			4,000.00
Remaining			375.75
<b>Total this Phase</b>			<b>0.00</b>
<b>Total this Invoice \$3,200.00</b>			

**Billings to Date**

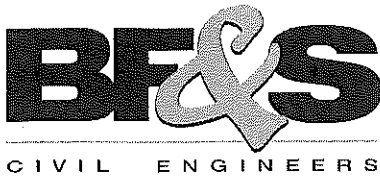
	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Fee	3,200.00	35,800.00	39,000.00
Labor	0.00	40,000.00	40,000.00
Consultant	0.00	3,624.25	3,624.25
Expense	0.00	126.91	126.91
Unit	0.00	1,873.09	1,873.09
<b>Totals</b>	<b>3,200.00</b>	<b>81,424.25</b>	<b>84,624.25</b>

Thank You,



---

Michael Eichenauer



# 27

# 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

June 9, 2026  
 Invoice No: 112883

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 May 1, 2026 to May 31, 2026

**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	100.00	14,000.00	14,000.00	0.00
0103 Record Drawing Construction Docs	4,400.00	100.00	4,400.00	0.00	4,400.00
0501 Construction Observation	18,000.00	100.00	18,000.00	18,000.00	0.00
0502 Final Construction Record	7,000.00	100.00	7,000.00	0.00	7,000.00
0503 Warranty Inspection	1,600.00	100.00	1,600.00	0.00	1,600.00
<b>Total Fee</b>	<b>52,000.00</b>		<b>52,000.00</b>	<b>39,000.00</b>	<b>13,000.00</b>

**Total Fee 13,000.00**

**Total this Phase \$13,000.00**

0504 - RESIDENT PROJECT REPRESENTATIVE

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	40,000.00	40,000.00
Limit			40,000.00
<b>Total this Phase</b>			<b>0.00</b>

0505 - TRAVEL

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	2,000.00	2,000.00
Limit			2,000.00
<b>Total this Phase</b>			<b>0.00</b>

0506 - MATERIALS TESTING

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	3,624.25	3,624.25
Limit			4,000.00
Remaining			375.75
<b>Total this Phase</b>			<b>0.00</b>
<b>Total this Invoice \$13,000.00</b>			

**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Fee	13,000.00	39,000.00	52,000.00
Labor	0.00	40,000.00	40,000.00
Consultant	0.00	3,624.25	3,624.25
Expense	0.00	126.91	126.91
Unit	0.00	1,873.09	1,873.09
<b>Totals</b>	<b>13,000.00</b>	<b>84,624.25</b>	<b>97,624.25</b>

Thank You, *Michael D. Eichenauer*

Michael Eichenauer

# 28

## Invoice

**New Tech Corporation**  
9896 W 300 N, Bldg C  
Michigan City, IN 46360

Date  
11/10/2025

**Bill To:**

City of Elkhart Board of Aviation Commissioners  
Elkhart Municipal Airport  
1211 County Road 6, Elkhart, IN 46514

Project: T-Hangar and Taxilane

DESCRIPTION	AMOUNT
Invoice No. 7 - Total	\$ 200,500.00
Invoice No. 7 - Retainage	\$ (10,025.00)
<b>Total Due</b>	<b>\$ 190,475.00</b>

Distributed as follows:

AIP40 PR11F	\$85,243.52
AIP41 PR2	\$59,000 (PAID on 12/3/25)
AIP41 PR3F	\$30,589.11
AIP43 PR1F	\$15,642.37
<b>TOTAL:</b>	<b>\$190,475</b>

CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS **CONTRACTOR'S**  
**PROGRESS**  
**ESTIMATE**

NEW TECH CORPORATION

**NUMBER: 7**

**PERIOD FROM 10/01/2025**

**PROJECT:**

**TO 10/31/2025**

**ELKHART MUNICIPAL AIRPORT**  
**BID PACKAGE 'A' TAXILANE; BID PACKAGE 'B' 10 UNIT T-HANGAR**

ITEM SPEC.	DESCRIPTION	QUANTITIES		UNIT	AMOUNT
		THIS ESTIMATE	TO DATE		
<b>BID PACKAGE A - TAXILANE CONSTRUCTION</b>					
<b>General Site Work: Work Outside of Building Footprint</b>					
S1	CE-95-2.1 Production Staking by Contractor		1.00	L.S.	\$7,500.00
S2	M-102-2.1 Maintenance of Traffic		1.00	L.S.	\$3,500.00
S3	C-100 Contractor Quality Control Program		0.50	L.S.	\$7,500.00
S4	C-105 Mobilization		0.05	L.S.	\$2,400.00
S5	C-102-5.1 Installation and Removal of Temporary Silt Fence		730.00	L.F.	\$3,650.00
S6	L-108 - 5.1 Trench, Duct Bank or Conduit		200.00	L.F.	\$6,000.00
S7	L-108 - 5.2 Installed in Trench or Plowed-In, Above the Duct Bank		185.00	L.F.	\$4,625.00
S8	L-110-5.1 Electrical Duct Bank, PVC, 2 BK 2"		130.00	L.F.	\$3,250.00
S9	L-110-5.2 Electrical Duct , PVC, 1 BK 3"		45.00	L.F.	\$1,485.00
S10	P-152-4.1 Unclassified Excavation (Waste disposed of on site)		3,996.00	C.Y	\$57,942.00
S11	INDOT 303 Compacted Aggregate, No. 53		1,075.00	C.Y	\$118,250.00
S12	P-403-8.2 Asphalt Base Course			TOF	140.00
S13	P-403-8.1 Asphalt Surface Course			TOF	170.00
S14	P-603-5.1 Emulsified Asphalt Tack Coat			Gal	3.50
S15	P-605-5.1 Asphalt Joint Sealing			L.F.	6.00
S16	P-620-5.1 Pavement Marking, 6 in, Yellow, with Reflective Media			S.F	15.00
S17	D-701-5.1 Pipe, Corrugated Aluminum, 12 inch	100.00	100.00	L.F.	95.00
S18	D-752-1.1 12 inch, Pipe End Section	2.00	2.00	Ea.	2,500.00
S19	F-162-5.2 20' Rolling Cantilever Gate (Black Vinyl Coated)			Ea.	30,000.00
S20	T-901-5.1 Seeding			KSF	180.00
<b>Alternate 1 - Mill &amp; Resurface Taxilane</b>					
P1	C-105 Mobilization			L.S.	500.00
P2	P-101-5.1 Cold Milling, 1.5"			SYC	4.75
P3	P-403-8.1 Asphalt Surface Course, 1.5"			TOF	165.00
P4	P-603 Emulsified Asphalt Tack Coat			Gal	3.50
P5	P-620-5.1 Pavement Marking, 6 in, Yellow, with Reflective Media			S.F	15.00
<b>Alternate 2 - remove and Replace Hangar 39 Apron</b>					
P6	C-105 Mobilization		1.00	L.S.	3,900.00
P7	P-101-5.2 Pavement Removal			SYC	3.14
P8	INDOT 303 Compacted Aggregate, No. 53			TOF	86.66
P9	P-403-8.2 Asphalt Base Course			TOF	140.00
P10	P-403-8.1 Asphalt Surface Course			TOF	170.00
P11	P-603 Emulsified Asphalt Tack Coat			Gal	3.50
<b>BID PACKAGE B - T-HANGAR CONSTRUCTION</b>					
Allo	Utility Electrical Service from Road to Building			DOL	\$1.00
B1	10-Unit Pre-Engineered Building with Bi Fold Doors		1.00	L.S.	390,000.00
B2	10-Unit foundations, building erection, and excavation for the	0.3000	0.9000	L.S.	470,000.00
B3	10-Unit sub panels, overhead lighting, outlets, door operators,	0.50	0.80	L.S.	90,000.00

CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS **CONTRACTOR'S  
PROGRESS  
ESTIMATE**

NEW TECH CORPORATION

NUMBER: 7

PERIOD FROM 10/01/2025

PROJECT:

TO 10/31/2025

**ELKHART MUNICIPAL AIRPORT  
BID PACKAGE 'A' TAXILANE; BID PACKAGE 'B' 10 UNIT T-HANGAR**

The certified payrolls for the period covered by this est. have been submitted & reviewed.  
The Contractor certifies that the wage rates contained therein are not less than the applicable wage rates in the Federal Davis-Bacon wage determination in the contract.

The undersigned Contractor certifies that to the best of the Contractor's knowledge the Work covered by this Payment is Complete in accordance with Contract Documents and all liens on Work from previous Payments have been cleared.

APPROVED Shane Osborne Date: 11/10/2025  
CONTRACTOR  
NEW TECH CORPORATION

TOTAL	\$1,119,502.00
RETAINAGE	(\$55,975.10)
BALANCE	\$1,063,526.90
PREVIOUS PAY	\$873,051.90
AMOUNT DUE	\$190,475.00
RETAIN THIS ES	(\$10,025.00)

The Engineer certifies that based on site observations and to the Engineer's best knowledge the Work has satisfactorily progressed in accordance with the contract, and the Contractor is entitled to payment of the amount certified by the Contractor.

APPROVED Jimmy R. Ruck Date: 11/11/2025  
ENGINEER  
BUTLER, FAIRMAN, & SEUFERT, INC.

Distributed as follows:

AIP40 PR11F	\$85,243.52
AIP41 PR2	\$59,000 (PAID on 12/3/21)
AIP41 PR3F	\$30,589.11
AIP43 PR1F	\$15,642.37
TOTAL:	\$190,475

APPROVED  
CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS  
Don Thorne Date: 06.24.26





City of Elkhart, Indiana  
*the city with a heart.*

---

**MEMORANDUM**

---

**DATE:** 06/24/26  
**TO:** The Board of Aviation Commissioners  
**FROM:** Andy Jones, Airport Director  
**RE:** Approval of AIP-40 Pay Request For BF&S Invoice

---

Please approve the pay request for AIP-40 for the 70 series, 10-unit T-Hangar construction project, for Butler, Fairman & Seufert (BF&S) invoice for \$3,200.00 for professional services fees. Please also authorize the board president to sign this document.

Please approve the pay request for the AIP-40 10-unit T-Hangar project for BF&S Invoice in the amount of \$3,200.00 and give authorization for the board president to sign this document.

Thank you,

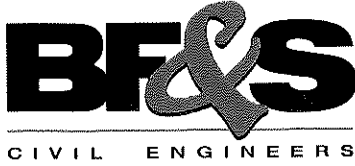
Andy Jones  
Airport Director

Approved as to form and legality

Date 06.24.26  
Approved by City of Elkhart  
Board of Aviation Commissioners

Bruce J. Shames  
Tom Shoff via Teams (KS)





# 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

May 18, 2026  
 Invoice No: 112640

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 January 1, 2026 to April 30, 2026

**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	100.00	14,000.00	12,600.00	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	100.00	18,000.00	16,200.00	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
<b>Total Fee</b>	<b>52,000.00</b>		<b>39,000.00</b>	<b>35,800.00</b>	<b>3,200.00</b>

**Total Fee** 3,200.00  
**Total this Phase** \$3,200.00

0504 - RESIDENT PROJECT REPRESENTATIVE

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	40,000.00	40,000.00
Limit			40,000.00
<b>Total this Phase</b>			<u>0.00</u>

0505 - TRAVEL

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	2,000.00	2,000.00
Limit			2,000.00
<b>Total this Phase</b>			<u>0.00</u>

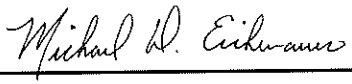
0506 - MATERIALS TESTING

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	3,624.25	3,624.25
Limit			4,000.00
Remaining			375.75
<b>Total this Phase</b>			<u>0.00</u>
<b>Total this Invoice</b>			<b>\$3,200.00</b>



**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Fee	3,200.00	35,800.00	39,000.00
Labor	0.00	40,000.00	40,000.00
Consultant	0.00	3,624.25	3,624.25
Expense	0.00	126.91	126.91
Unit	0.00	1,873.09	1,873.09
<b>Totals</b>	<b>3,200.00</b>	<b>81,424.25</b>	<b>84,624.25</b>

Thank You,   
\_\_\_\_\_  
Michael Eichenauer





City of Elkhart, Indiana  
the city with a heart.

**MEMORANDUM**

**DATE:** 06/24/26  
**TO:** The Board of Aviation Commissioners  
**FROM:** Andy Jones, Airport Director  
**RE:** Approval of AIP-40 Final Pay Request For BF&S Invoice

Please approve the final pay request for AIP-40 for the 70 series, 10-unit T-Hangar construction project, for Butler, Fairman & Seufert (BF&S) invoice for \$13,00.00 for professional services fees. Please also authorize the board president to sign this document.

Please approve the final pay request for the AIP-40 10-unit T-Hangar project for BF&S invoice in the amount of \$13,00.00 and give authorization for the board president to sign this document.

Thank you,

Andy Jones  
Airport Director

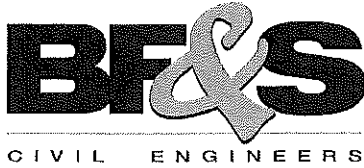
Date 06.24.26

Approved by City of Elkhart  
Board of Aviation Commissioners

  
Tom Shoff via Teams (KS)

Approved as to form and legality.





# 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

June 9, 2026  
 Invoice No: 112883

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 May 1, 2026 to May 31, 2026

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	100.00	14,000.00	14,000.00	0.00
0103 Record Drawing Construction Docs	4,400.00	100.00	4,400.00	0.00	4,400.00
0501 Construction Observation	18,000.00	100.00	18,000.00	18,000.00	0.00
0502 Final Construction Record	7,000.00	100.00	7,000.00	0.00	7,000.00
0503 Warranty Inspection	1,600.00	100.00	1,600.00	0.00	1,600.00
<b>Total Fee</b>	<b>52,000.00</b>		<b>52,000.00</b>	<b>39,000.00</b>	<b>13,000.00</b>

**Total Fee 13,000.00**

**Total this Phase \$13,000.00**

0504 - RESIDENT PROJECT REPRESENTATIVE

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	40,000.00	40,000.00
Limit			40,000.00
			<b>Total this Phase 0.00</b>

0505 - TRAVEL

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	2,000.00	2,000.00
Limit			2,000.00
			<b>Total this Phase 0.00</b>

0506 - MATERIALS TESTING

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	3,624.25	3,624.25
Limit			4,000.00
Remaining			375.75
			<b>Total this Phase 0.00</b>
<b>Total this Invoice \$13,000.00</b>			



**Billings to Date**

	<b>Current</b>	<b>Prior</b>	<b>Total</b>
Fee	13,000.00	39,000.00	52,000.00
Labor	0.00	40,000.00	40,000.00
Consultant	0.00	3,624.25	3,624.25
Expense	0.00	126.91	126.91
Unit	0.00	1,873.09	1,873.09
<b>Totals</b>	<b>13,000.00</b>	<b>84,624.25</b>	<b>97,624.25</b>

Thank You,

---

Michael Eichenauer





Controller's Office  
229 S Second St  
Elkhart, IN 46516

# Budget Adjustment Form

<b>Requesting Department</b>		
Department: Aviation		
Date: 06.10.26		
Requesting Signature: Andy Jones		
<b>Transfer Request</b>		
Please enter affected account lines and amounts below:		
<b>TRANSFER FROM</b>	<b>TRANSFER TO</b>	<b>Amount</b>
Account: 4500-5-210-4390900	Account:	13,000.00
Account Name: AIP	Account Name:	
Account:	Account:	
Account Name:	Account Name:	
Account:	Account:	
Account Name:	Account Name:	
Account:	Account:	
Account Name:	Account Name:	
Account:	Account:	
Account Name:	Account Name:	
Account:	Account:	
Account Name:	Account Name:	
Account:	Account:	
Account Name:	Account Name:	
Account:	Account:	
Account Name:	Account Name:	
Account:	Account:	
Account Name:	Account Name:	
Account:	Account:	
Account Name:	Account Name:	
Account:	Account:	
Account Name:	Account Name:	
<input checked="" type="checkbox"/> I, the Requestor, have verified that all above "TRANSFER FROM" accounts include adequate budget balance.		

<b>Controller Office Approval</b>	
Authorized Signature:	Date:





City of Elkhart, Indiana  
*the city with a heart.*

---

**MEMORANDUM**

---

**DATE:** 06/24/26  
**TO:** The Board of Aviation Commissioners  
**FROM:** Andy Jones, Airport Director  
**RE:** Approval of AIP-41 Pay Request #3 final for FAA & State Reimbursements and Local share payment

---

Please approve pay request #3 final for the AIP-41, 10-unit T-Hangar for FAA Reimbursement to EKM In the amount of \$29,060.00 and State reimbursement of \$764.72. Please also approve for the local share amount of \$764.39 to be paid by the City. This pay request has been approved by the City Legal Department. Please also authorize the BOAC President to sign this document.

Please approve pay request #3 final in the amount of \$29,060.00 for the AIP-41, 10-unit T-Hangar project for reimbursement from the FAA for \$29,060.00 and State reimbursement of \$764.72 to EKM, and a local share payment of \$764.39 and give authorization for the BOAC President to sign this document.

Thank you,

Andy Jones  
Airport Director

Approved as to form and legality

Date 06.24.26  
Approved by City of Elkhart  
Board of Aviation Commissioners

  
  
Tom Shoff via Teams (RS)





City of Elkhart  
Elkhart Municipal Airport

June 30, 2026

Mr. Victor Iniguez  
Program Manager  
Chicago Airport Districts Office  
2300 East Devon Avenue  
Des Plaines, IL 60018

Rod Roberson  
Mayor

Andy Jones  
Airport Director

Elkhart Municipal Airport  
1211 CR 6 W  
Elkhart, Indiana 46514

Maintenance:  
574.381.2123

Administration Office:  
574.264.5217

BOAC Members

Doug Thorne, President

Bruce Shreiner, V.P.

Tom Shoff, Secretary

Shari Mellin, Treasurer


RE: Closeout Request AIP 3-18-0018-041-2025, Construct 10-Unit T-Hangar Building - Construction, Phase 3/4; T-Hangar South Taxilane - Construction, Phase 3/4

Dear Mr. Iniguez:

We respectfully request closeout of AIP41. Please find the Final SF425 enclosed.

Thank you for your support of the Elkhart Municipal Airport.

Sincerely,



Doug Thorne  
President

c: Butler, Fairman and Seufert  
Marcus Dial, INDOT Office of Aviation

# Federal Financial Report

(Follow form Instructions)

OMB Number: 4040-0014  
Expiration Date: 06/30/2028

<b>1. Federal Agency and Organizational Element to Which Report is Submitted</b> FAA		<b>2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment)</b> AIP 3-18-0018-041-2025	
<b>3. Recipient Organization (Name and complete address including Zip code)</b> Recipient Organization Name: City of Elkhart Street1: 1211 County Road 6 W Street2: City: Elkhart County: State: IN: Indiana Province: Country: USA: UNITED STATES ZIP / Postal Code: 46514-0000			
<b>4a. UEI</b> WKESQNN9VGL7	<b>4b. EIN</b> 35-6001016	<b>5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)</b> AIP 3-18-0018-041-2025	
<b>6. Report Type</b> <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual <input checked="" type="checkbox"/> Final	<b>7. Basis of Accounting</b> <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual	<b>8. Project/Grant Period</b> From: 06/20/2025 To: 06/24/2026	<b>9. Reporting Period End Date</b> 07/31/2026
<b>10. Transactions</b> (Use lines a-c for single or multiple grant reporting)			<b>Cumulative</b>
<b>Federal Cash (To report multiple grants, also use FFR attachment):</b>			
a. Cash Receipts			282,000.00
b. Cash Disbursements			282,000.00
c. Cash on Hand (line a minus b)			0.00
(Use lines d-o for single grant reporting)			
<b>Federal Expenditures and Unobligated Balance:</b>			
d. Total Federal funds authorized			282,000.00
e. Federal share of expenditures			282,000.00
f. Federal share of unliquidated obligations			0.00
g. Total Federal share (sum of lines e and f)			282,000.00
h. Unobligated balance of Federal Funds (line d minus g)			0.00
<b>Recipient Share:</b>			
i. Total recipient share required			14,842.11
j. Recipient share of expenditures			14,842.11
k. Remaining recipient share to be provided (line i minus j)			0.00
<b>Program Income:</b>			
l. Total Federal program income earned			0.00
m. Program Income expended in accordance with the deduction alternative			0.00
n. Program Income expended in accordance with the addition alternative			0.00
o. Unexpended program income (line l minus line m and line n)			0.00

<b>11. Indirect Expense</b>						
a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>
<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>
<b>g. Totals:</b>				<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>	<input style="width:100%;" type="text"/>
<b>12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation:</b>						
<input style="width:100%;" type="text"/> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>						
<b>13. Certification: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).</b>						
<b>a. Name and Title of Authorized Certifying Official</b>						
Prefix: <input style="width:100%;" type="text"/>	First Name: <input style="width:100%;" type="text"/>	Middle Name: <input style="width:100%;" type="text"/>		Last Name: <input style="width:100%;" type="text"/>		
Last Name: <input style="width:100%;" type="text"/>		Suffix: <input style="width:100%;" type="text"/>				
Title: <input style="width:100%;" type="text"/>						
<b>b. Signature of Authorized Certifying Official</b>				<b>c. Telephone (Area code, number and extension)</b>		
<input style="width:100%; height: 40px;" type="text"/>				<input style="width:100%;" type="text"/>		
<b>d. Email Address</b>				<b>e. Date Report Submitted</b>		<b>14. Agency use only:</b>
<input style="width:100%;" type="text"/>				<input style="width:100%;" type="text"/>		



City of Elkhart  
Elkhart Municipal Airport

June 24, 2026

Mr. Victor Iniguez  
Program Manager  
Chicago Airport Districts Office  
2300 East Devon Avenue  
Des Plaines, IL 60018

Rod Roberson  
Mayor

Andy Jones  
Airport Director

Elkhart Municipal Airport  
1211 CR 6 W  
Elkhart, Indiana 46514

Maintenance:  
574.381.2123

Administration Office:  
574.264.5217

BOAC Members

Doug Thorne, President

Bruce Shreiner, V.P.

Tom Shoff, Secretary

Shari Mellin, Treasurer

RE: Final Payment Request AIP 3-18-0018-041-2025, Construct 10-Unit T-Hangar Building - Construction, Phase 3/4; T-Hangar South Taxilane - Construction, Phase 3/4

Dear Mr. Iniguez:

We respectfully request final payment authorization for AIP41. Please find the Final Pay Request 3F.

An additional letter requesting official administrative closeout, along with final SF425 will be transmitted after Delphi Payment. The project is being closed with a \$0 balance.

Thank you for your support of the Elkhart Municipal Airport.

Sincerely,

Doug Thorne  
President

c: Butler, Fairman and Seufert  
Marcus Dial, INDOT Office of Aviation

**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 6/24/26	JOB NO. 7298
ATTENTION: Travis Warren <b>e-copy</b>	
RE: Elkhart Municipal Airport	
AIP No. 3-18-0018-041-2025	
Construct 10-Unit T-Hangar Building - Construction, Phase 3/4; T-Hangar South Taxilane - Construction, Phase 3/4	

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. 3 - FINAL

THESE ARE TRANSMITTED as checked below:

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> For approval                | <input type="checkbox"/> Approved as submitted    | <input type="checkbox"/> Resubmit _____ copies for approval   |
| <input type="checkbox"/> For your use                | <input type="checkbox"/> Approved as noted        | <input type="checkbox"/> Submit _____ copies for distribution |
| <input type="checkbox"/> As requested                | <input type="checkbox"/> Returned for corrections | <input type="checkbox"/> Return _____ corrected prints        |
| <input type="checkbox"/> For review and comment      | <input type="checkbox"/>                          |   |
| <input type="checkbox"/> FOR BIDS DUE _____ 20 _____ |   | <input type="checkbox"/> PRINTS RETURNED AFTER LOAN TO US     |

REMARKS \_\_\_\_\_

Federal: \$29,060

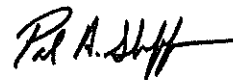
State: \$764.72

Local: \$764.39

Total: \$30,589.11

COPY TO Andy Jones, Karen Shaw

SIGNED: \_\_\_\_\_



Paul Shaffer, P.E.

Vendor: Elkhart Municipal Airport  
 1211 County Road 6 W  
 Elkhart, IN 46514

REQUEST OF STATE FUNDS  
 State Project

Payment No. 3 - FINAL

Eligible costs to date		\$296,842.11
% of State participation	x	0.025
State share 2.5%	= \$	7,421.05
Previous Payment	- \$	6,656.33
Total Due	= \$	<b>764.72</b>

Payment Request History			
Request Number	Request Amount	Date Requested	Notes
1	\$5,181.33	1/28/2026	
2	\$1,475.00	1/28/2026	
3	\$764.72	6/24/2026	
Total	\$7,421.05		

Unused Balance	PO Limit	\$7,421.05	100.00%
		\$0.00	

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

<b>3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH THIS REPORT IS SUBMITTED</b> FAA	<b>4. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED BY FEDERAL AGENCY</b> 3-18-0018-041-2025
---	--

<b>5. PARTIAL PAYMENT REQUEST NUMBER FOR THIS REQUEST</b> 3	<b>6. EMPLOYER IDENTIFICATION NUMBER</b> 35-6001016	<b>7. FINANCIAL ASSISTANCE IDENTIFICATION NUMBER</b> WKESQNN9VGL7
--	--	--

**8. PERIOD COVERED BY THIS REQUEST**  
From: 11/27/2025 To: 06/24/2026

**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: 46514-0000

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

Name:

Street1:

Street2:

City:

County:

State:

Province:

Country:

ZIP / Postal Code:

## STATUS OF FUNDS

CLASSIFICATION	PROGRAMS	FUNCTIONS	ACTIVITIES	TOTAL
	(a)	(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				
g. Land development				
h. Relocation expense				
i. Relocation payments to individuals and businesses				
j. Demolition and removal				
k. Construction and project improvement cost	296,842.11			296,842.11
l. Equipment				
m. Miscellaneous cost				
n. Total cumulative to date ( <i>sum of lines a thru m</i> )	296,842.11			296,842.11
o. Deductions for program income				
p. Net cumulative to date ( <i>line n minus line o</i> )	296,842.11			296,842.11
q. Federal share to date	282,000.00			282,000.00
r. Rehabilitation grants (100% reimbursement)				
s. Total Federal share ( <i>sum of lines q and r</i> )	282,000.00			282,000.00
t. Federal payments previously requested	252,940.00			252,940.00
u. Amount requested for reimbursement	\$ 29,060.00	\$	\$	\$ 29,060.00
v. Percentage of physical completion of project	100.00 %	%	%	100.00 %

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 06/24/2026
--	-------------------------------------

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 06/24/2026
--	---------------------------

TYPED OR PRINTED NAME AND TITLE

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

TELEPHONE (Area code, number, and extension)

	WAYS		BASIC FEES		OTHER FEES				AND BUSINESSES	COST
6 (Balance from AIP-40 PR7)										
NY REQ. #1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$207,253.00
7 (Partial to 90% balance paid locally)										
NY REQ. #2	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$59,000.00
7 (Partial to max)										
NY REQ. #3 - FINAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$268,253.00
										\$30,588.11
										\$298,842.11

New Tech only

# 5

# Invoice

**New Tech Corporation**  
9896 W 300 N, Bldg C  
Michigan City, IN 46360

Date  
11/10/2025

**Bill To:**  
City of Elkhart Board of Aviation Commissioners  
Elkhart Municipal Airport  
1211 County Road 6, Elkhart, IN 46514

Project: T-Hangar and Taxilane

DESCRIPTION	AMOUNT
Invoice No. 7 - Total	\$ 200,500.00
Invoice No. 7 - Retainage	\$ (10,025.00)
<b>Total Due</b>	<b>\$ 190,475.00</b>

Distributed as follows:

AIP40 PR11F	\$85,243.52
AIP41 PR2	\$59,000 (PAID on 12/3/25)
AIP41 PR3F	\$30,589.11
AIP43 PR1F	\$15,642.37
<b>TOTAL:</b>	<b>\$190,475</b>

CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS **CONTRACTOR'S**  
**PROGRESS**  
**ESTIMATE**

NEW TECH CORPORATION

NUMBER: 7

PERIOD FROM 10/01/2025

PROJECT:

TO 10/31/2025

**ELKHART MUNICIPAL AIRPORT**  
**BID PACKAGE 'A' TAXILANE; BID PACKAGE 'B' 10 UNIT T-HANGAR**

ITEM SPEC.	DESCRIPTION	QUANTITIES		UNIT	UNIT PRICE	AMOUNT	
		THIS ESTIMATE	TO DATE				
<b>BID PACKAGE A - TAXILANE CONSTRUCTION</b>							
<b>General Site Work: Work Outside of Building Footprint</b>							
S1	CE-95-2.1 Production Staking by Contractor		1.00	L.S.	7,500.00	\$7,500.00	
S2	M-102-2.1 Maintenance of Traffic		1.00	L.S.	3,500.00	\$3,500.00	
S3	C-100 Contractor Quality Control Program		0.50	L.S.	15,000.00	\$7,500.00	
S4	C-105 Mobilization		0.05	L.S.	48,000.00	\$2,400.00	
S5	C-102-5.1 Installation and Removal of Temporary Silt Fence		730.00	L.F.	5.00	\$3,650.00	
S6	L-108 - 5.1 Trench, Duct Bank or Conduit		200.00	L.F.	30.00	\$6,000.00	
S7	L-108 - 5.2 Installed in Trench or Plowed-In, Above the Duct Bank		185.00	L.F.	25.00	\$4,625.00	
S8	L-110-5.1 Electrical Duct Bank, PVC, 2 BK 2"		130.00	L.F.	25.00	\$3,250.00	
S9	L-110-5.2 Electrical Duct , PVC, 1 BK 3"		45.00	L.F.	33.00	\$1,485.00	
S10	P-152-4.1 Unclassified Excavation (Waste disposed of on site)		3,996.00	C.Y	14.50	\$57,942.00	
S11	INDOT 303 Compacted Aggregate, No. 53		1,075.00	C.Y	110.00	\$118,250.00	
S12	P-403-8.2 Asphalt Base Course			TON	140.00	\$0.00	
S13	P-403-8.1 Asphalt Surface Course			TON	170.00	\$0.00	
S14	P-603-5.1 Emulsified Asphalt Tack Coat			Gal	3.50	\$0.00	
S15	P-605-5.1 Asphalt Joint Sealing			L.F.	6.00	\$0.00	
S16	P-620-5.1 Pavement Marking, 6 in, Yellow, with Reflective Media			S.F	15.00	\$0.00	
S17	D-701-5.1 Pipe, Corrugated Aluminum, 12 inch	100.00	100.00	L.F.	95.00	\$9,500.00	
S18	D-752-1.1 12 inch, Pipe End Section	2.00	2.00	Ea.	2,500.00	\$5,000.00	
S19	F-162-5.2 20' Rolling Cantilever Gate (Black Vinyl Coated)			Ea.	30,000.00	\$0.00	
S20	T-901-5.1 Seeding			KSF	180.00	\$0.00	
<b>Alternate 1 - Mill &amp; Resurface Taxilane</b>							
P1	C-105 Mobilization			L.S.	500.00	\$0.00	
P2	P-101-5.1 Cold Milling, 1.5"			SYL	4.75	\$0.00	
P3	P-403-8.1 Asphalt Surface Course, 1.5"			TON	165.00	\$0.00	
P4	P-603 Emulsified Asphalt Tack Coat			Gal	3.50	\$0.00	
P5	P-620-5.1 Pavement Marking, 6 in, Yellow, with Reflective Media			S.F	15.00	\$0.00	
<b>Alternate 2 - remove and Replace Hangar 39 Apron</b>							
P6	C-105 Mobilization		1.00	L.S.	3,900.00	\$3,900.00	
P7	P-101-5.2 Pavement Removal			SYL	3.14	\$0.00	
P8	INDOT 303 Compacted Aggregate, No. 53			TON	86.66	\$0.00	
P9	P-403-8.2 Asphalt Base Course			TON	140.00	\$0.00	
P10	P-403-8.1 Asphalt Surface Course			TON	170.00	\$0.00	
P11	P-603 Emulsified Asphalt Tack Coat			Gal	3.50	\$0.00	
<b>BID PACKAGE B - T-HANGAR CONSTRUCTION</b>							
Allow	Utility	Electrical Service from Road to Building		DOL	\$1.00	\$0.00	
B1	10-Unit	Pre-Engineered Building with Bi Fold Doors	1.00	L.S.	390,000.00	\$390,000.00	
B2	10-Unit	foundations, building erection, and excavation for the	0.3000	0.9000	L.S.	470,000.00	\$423,000.00
B3	10-Unit	sub panels, overhead lighting, outlets, door operators,	0.50	0.80	L.S.	90,000.00	\$72,000.00

CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS **CONTRACTOR'S  
PROGRESS  
ESTIMATE**

NEW TECH CORPORATION

**NUMBER: 7**

PERIOD FROM 10/01/2025  
TO 10/31/2025

PROJECT:

**ELKHART MUNICIPAL AIRPORT  
BID PACKAGE 'A' TAXILANE; BID PACKAGE 'B' 10 UNIT T-HANGAR**

The certified payrolls for the period covered by this est. have been submitted & reviewed.  
The Contractor certifies that the wage rates contained therein are not less than the applicable wage rates in the Federal Davis-Bacon wage determination in the contract.

The undersigned Contractor certifies that to the best of the Contractor's knowledge the Work covered by this Payment is Complete in accordance with Contract Documents and all liens on Work from previous Payments have been cleared.

APPROVED  
CONTRACTOR

*Shane Osborne*

Date: 11/10/2025

NEW TECH CORPORATION

TOTAL	\$1,119,502.00
RETAINAGE	(\$55,975.10)
BALANCE	\$1,063,526.90
PREVIOUS PAY	\$873,051.90
AMOUNT DUE	\$190,475.00
RETAIN THIS ES	(\$10,025.00)

The Engineer certifies that based on site observations and to the Engineer's best knowledge the Work has satisfactorily progressed in accordance with the contract, and the Contractor is entitled to payment of the amount certified by the Contractor.

APPROVED  
ENGINEER

*Jimmy L. Roeder*  
BUTLER, FAIRMAN, & SEUFERT, INC.

Date: 11/11/2025

Distributed as follows:

AIP40 PR11F	\$85,243.52
AIP41 PR2	\$59,000 (PAID on 12/3/21)
AIP41 PR3F	\$30,589.11
AIP43 PR1F	\$15,642.37
TOTAL:	\$190,475

APPROVED  
CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS

Date: 06.24.26

*Doug Thorne*





City of Elkhart, Indiana  
*the city with a heart*

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**MEMORANDUM**

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**DATE:** 06/24/26  
**TO:** The Board of Aviation Commissioners  
**FROM:** Andy Jones, Airport Director  
**RE:** Approval of AIP-42 Pay Request For BF&S Invoice

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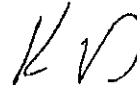
Please approve the pay request for AIP-42 for the Runway 18/36 pavement project, for Butler, Fairman & Seufert (BF&S) invoice for \$22,396.50 for professional services fees for this project pending appropriation approval by the common council. Please also authorize the board president to sign this document.

Please approve the pay request for the AIP-42 Runway 18/36 pavement project for BF&S invoice in the amount of \$22,396.50 pending appropriation by the common council and give authorization for the board president to sign this document.




Thank you,

  
Andy Jones  
Airport Director

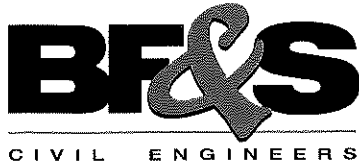
Approved as to form and legality



Date 06.24.26  
Approved by City of Elkhart  
Board of Aviation Commissioners

  
  
  
Tom Shoff via Teams (R)





# 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

May 18, 2026  
 Invoice No: 112641

Project 745900.0000 REHABILITATE RUNWAY 18-36 PAVEMENT - INSPECTION  
 For inspection services during the Rehabilitation of Runway 18-36 Pavement. In accordance with the Agreement dated April 30, 2025.  
Professional Services from April 1, 2026 to April 30, 2026

**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
0101 Project Administration	22,790.00	50.00	11,395.00	3,418.50	7,976.50
0102 Bid Assistance	5,110.00	0.00	0.00	0.00	0.00
0103 Record Drawings	4,100.00	0.00	0.00	0.00	0.00
0501 Construction Observation	34,400.00	50.00	17,200.00	5,160.00	12,040.00
0502 Final Construction Record	7,950.00	0.00	0.00	0.00	0.00
0503 Warranty Inspection	3,100.00	0.00	0.00	0.00	0.00
<b>Total Fee</b>	<b>77,450.00</b>		<b>28,595.00</b>	<b>8,578.50</b>	<b>20,016.50</b>
<b>Total Fee</b>				<b>20,016.50</b>	

**Total this Phase** **\$20,016.50**

**0504 - RESIDENT PROJECT REPRESENTATIVE**

**Professional Personnel**

	Hours	Rate	Amount
<b>FIELD PERSONNEL II</b>			
Clawson, Adam	17.00	140.00	2,380.00
<b>Totals</b>	<b>17.00</b>		<b>2,380.00</b>
<b>Total Labor</b>			<b>2,380.00</b>

**Billing Limits**

	Current	Prior	To-Date
Total Billings	2,380.00	1,320.00	3,700.00
Limit			60,200.00
Remaining			56,500.00

**Total this Phase** **\$2,380.00**

**0505 - THIRD PARTY ACCEPTANCE TESTING**

**Billing Limits**

	Current	Prior	To-Date
Total Billings	0.00	0.00	0.00
Limit			28,000.00
Remaining			28,000.00

**Total this Phase** **0.00**

**0506 - TRAVEL**



Project	745900.0000	REHAB RUNWAY 18-36 PAVEMENT INSPECT	Invoice	112641
---------	-------------	-------------------------------------	---------	--------

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	147.00	147.00
Limit			3,420.00
Remaining			3,273.00
<b>Total this Phase</b>			<b>0.00</b>

0507 - LEGAL ADVERTISEMENT

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	169.43	169.43
Limit			800.00
Remaining			630.57
<b>Total this Phase</b>			<b>0.00</b>

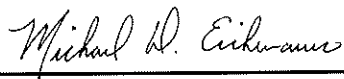
9901 - ADDITIONAL SERVICES

<b>Total this Phase</b>	<b>0.00</b>
<b>Total this Invoice</b>	<b>\$22,396.50</b>

**Billings to Date**

	Current	Prior	Total
Fee	20,016.50	8,578.50	28,595.00
Labor	2,380.00	1,320.00	3,700.00
Expense	0.00	169.43	169.43
Unit	0.00	147.00	147.00
<b>Totals</b>	<b>22,396.50</b>	<b>10,214.93</b>	<b>32,611.43</b>

Thank You,



Michael Eichenauer



# Labor Detail

Butler, Fairman & Seufert, Inc.

Transactions for 4/1/2026 through 4/30/2026

		Date	Regular Hours	Total Ovt Hrs	Total Hours
<b>Project Number: 745900.0000 REHAB RUNWAY 18-36 PAVEMENT INSPECT</b>					
Phase Number: 0504 RESIDENT PROJECT REPRESENTATIVE					
* 15000	Clawson, Adam	4/6/2026	1.00		1.00
* 15000	Clawson, Adam	4/7/2026	1.00		1.00
* 15000	Clawson, Adam	4/9/2026	1.00		1.00
* 15000	Clawson, Adam	4/16/2026	4.00		4.00
* 15000	Clawson, Adam	4/20/2026	1.00		1.00
* 15000	Clawson, Adam	4/22/2026	1.00		1.00
* 15000	Clawson, Adam	4/23/2026	3.00		3.00
* 15000	Clawson, Adam	4/24/2026	1.00		1.00
* 15000	Clawson, Adam	4/27/2026	1.00		1.00
* 15000	Clawson, Adam	4/28/2026	1.00		1.00
* 15000	Clawson, Adam	4/30/2026	2.00		2.00
Total for 0504			17.00		17.00
<b>Total for 745900.0000</b>			<b>17.00</b>		<b>17.00</b>





City of Elkhart, Indiana  
*the city with a heart.*

---

**MEMORANDUM**

---

**DATE:** 06/24/26  
**TO:** The Board of Aviation Commissioners  
**FROM:** Andy Jones, Airport Director  
**RE:** Approval of AIP-42 Pay Request #2 final for FAA & State Reimbursements and Local share payment

---

Please approve pay request #2 for the AIP-42, Runway 18/36 for FAA Reimbursement to EKM in the amount of \$532,317.00 and State reimbursement of \$14,008.35. Please also approve for the local share amount of \$14,088.65 to be paid by the City, pending appropriation approval by the common council. Please also authorize the BOAC President to sign this document.

Please approve pay request #2 for the AIP-42, Runway 18/36 for FAA Reimbursement to EKM in the amount of \$532,317.00 and State reimbursement of \$14,008.35. Please also approve for the local share amount of \$14,088.65 to be paid by the City, pending appropriation approval by the common council. Please also authorize the BOAC President to sign this document.

Thank you,

Andy Jones  
Airport Director

Date 06.24.26  
Approved by City of Elkhart  
Board of Aviation Commissioners

  
  
Tom Shoff via Teams 

Approved as to form and legality



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

317 713-4615  
 FAX 317 713-4616

# LETTER OF TRANSMITTAL

DATE	6/24/26	JOB NO.	
ATTENTION	Mr. Victor Iniguez		
RE:	Elkhart Municipal Airport		
AIP 3-18-0018-042-2025			
Rehabilitate Runway 18-36 Pavement - Construction			

TO

Federal Aviation Administration  
 Chicago Airports District Office  
 2300 East Devon Avenue  
 Des Plaines, IL 60018

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			Pay Request No. 2

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

F \$532,317
S \$14,008.35
L \$14,088.65
T \$560,334

COPY TO Andy Jones, Doug Thorne, Travis Warren

SIGNED:   
 Paul Shaffer, P.E.

Vendor: Elkhart Municipal Airport  
 1211 County Road 6 W  
 Elkhart, IN 46514

REQUEST OF STATE FUNDS  
 State Project

Payment No. 2

Eligible costs to date			\$574,048.93
% of State participation	x		0.025
State share 2.5%	=	\$	14,351.22
Previous Payment	-	\$	342.87
Total Due	=	\$	<b>14,008.35</b>

Payment Request History			
Request Number	Request Amount	Date Requested	Notes
1	\$342.87	5/27/2026	
2	\$14,008.35	6/24/2026	
Total	\$14,351.22		

Unused Balance	PO Limit	\$50,782.61	28.26%
		\$36,431.39	

<b>OUTLAY REPORT AND REQUEST FOR REIMBURSEMENT FOR CONSTRUCTION PROGRAMS</b>	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 FAA	4. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED BY FEDERAL AGENCY 3-18-0018-042-2025
--	---

5. PARTIAL PAYMENT REQUEST NUMBER FOR THIS REQUEST 2	6. EMPLOYER IDENTIFICATION NUMBER 35-6001016	7. FINANCIAL ASSISTANCE IDENTIFICATION NUMBER WKESQNN9VGL7
---	---	---

8. PERIOD COVERED BY THIS REQUEST  
From: 05/28/2026 To: 06/24/2026

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: 46514-0000

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)	(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	32,611.43			32,611.43
g. Land development				
h. Relocation expense				
i. Relocation payments to individuals and businesses				
j. Demolition and removal				
k. Construction and project improvement cost	537,937.50			537,937.50
l. Equipment				
m. Miscellaneous cost	3,500.00			3,500.00
n. Total cumulative to date (sum of lines a thru m)	574,048.93			574,048.93
o. Deductions for program income				
p. Net cumulative to date (line n minus line o)	574,048.93			574,048.93
q. Federal share to date	545,346.00			545,346.00
r. Rehabilitation grants (100% reimbursement)				
s. Total Federal share (sum of lines q and r)	545,346.00			545,346.00
t. Federal payments previously requested	13,029.00			13,029.00
u. Amount requested for reimbursement	\$ 532,317.00	\$	\$	\$ 532,317.00
v. Percentage of physical completion of project	28.00 %	%	%	28.00 %

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

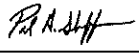
SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	DATE REPORT SUBMITTED 06/24/2026
--	-------------------------------------

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

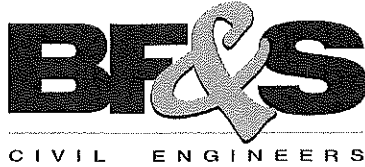
SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 	DATE SIGNED 06/24/2026
--	---------------------------

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	PRICE	DESCRIPTION OF COSTS	AIRPORT: Elk River Municipal		PROJECT NO.: AIP 3-16-0016-442-0726		PROJECT: Rehabilitation Runway 1808 Pavedment - Construction		PERIOD: 6/25/23 - 6/24/26		CONSTRUCTION IMPROVEMENT COST	EQUIPMENT	MISCELLANEOUS COST	NONAIP	TOTAL	RSN FEDERAL REQUESTED	REFERENCE NUMBER	DATE RECEIVED	AMOUNT RECEIVED																					
				ADMINISTRATIVE EXPENSE	PROPERTY EXPENSE	LANDS DEVELOPMENT	RELOCATION EXPENSE	RELOCATION AND REMOVALS	RELOCATION INDIVIDUALS AND BUSINESSES	RELOCATION INDIVIDUALS AND BUSINESSES	RELOCATION INDIVIDUALS AND BUSINESSES																														
1	05/14/23	0.00	NET OF C&A Agreement																																						
2	04/12/23	0.00	Invoice 113131-25 745																																						
3	05/07/23	0.00	Invoice 113131-25 745																																						
4	05/10/23	0.00	Invoice 113131-25 745																																						
5	05/15/23	0.00	Invoice 113131-25 745																																						
6	05/24/23	0.00	Invoice 113131-25 745																																						
TOTAL																	\$3,500.00				\$3,500.00																				
BUDGETED AMOUNTS																	\$3,500.00				\$3,500.00																				
																	\$1,457,834.64				\$1,457,834.64																				
																	\$2,031,904.64				\$2,031,904.64																				
																			</																						



4

# 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

May 18, 2026  
 Invoice No: 112641

Project 745900.0000 REHABILITATE RUNWAY 18-36 PAVEMENT - INSPECTION  
 For inspection services during the Rehabilitation of Runway 18-36 Pavement. In accordance with the Agreement dated April 30, 2025.  
Professional Services from April 1, 2026 to April 30, 2026

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
0101 Project Administration	22,790.00	50.00	11,395.00	3,418.50	7,976.50
0102 Bid Assistance	5,110.00	0.00	0.00	0.00	0.00
0103 Record Drawings	4,100.00	0.00	0.00	0.00	0.00
0501 Construction Observation	34,400.00	50.00	17,200.00	5,160.00	12,040.00
0502 Final Construction Record	7,950.00	0.00	0.00	0.00	0.00
0503 Warranty Inspection	3,100.00	0.00	0.00	0.00	0.00
<b>Total Fee</b>	<b>77,450.00</b>		<b>28,595.00</b>	<b>8,578.50</b>	<b>20,016.50</b>
<b>Total Fee</b>				<b>20,016.50</b>	
				<b>Total this Phase</b> <u><b>\$20,016.50</b></u>	

0504 - RESIDENT PROJECT REPRESENTATIVE

Professional Personnel

	Hours	Rate	Amount
FIELD PERSONNEL II			
Clawson, Adam	17.00	140.00	2,380.00
<b>Totals</b>	<b>17.00</b>		<b>2,380.00</b>
<b>Total Labor</b>			<b>2,380.00</b>

Billing Limits	Current	Prior	To-Date
Total Billings	2,380.00	1,320.00	3,700.00
Limit			60,200.00
Remaining			56,500.00
			<b>Total this Phase</b> <u><b>\$2,380.00</b></u>

0505 - THIRD PARTY ACCEPTANCE TESTING

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	0.00	0.00
Limit			28,000.00
Remaining			28,000.00
			<b>Total this Phase</b> <u><b>0.00</b></u>

0506 - TRAVEL

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	147.00	147.00
Limit			3,420.00
Remaining			3,273.00
<b>Total this Phase</b>			<b>0.00</b>

0507 - LEGAL ADVERTISEMENT

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	169.43	169.43
Limit			800.00
Remaining			630.57
<b>Total this Phase</b>			<b>0.00</b>

9901 - ADDITIONAL SERVICES

<b>Total this Phase</b>	<b>0.00</b>
<b>Total this Invoice</b>	<b>\$22,396.50</b>

**Billings to Date**

	Current	Prior	Total
Fee	20,016.50	8,578.50	28,595.00
Labor	2,380.00	1,320.00	3,700.00
Expense	0.00	169.43	169.43
Unit	0.00	147.00	147.00
<b>Totals</b>	<b>22,396.50</b>	<b>10,214.93</b>	<b>32,611.43</b>

Thank You, *Michael R. Eichenauer*  
 Michael Eichenauer

# Labor Detail

Butler, Fairman & Seufert, Inc.

Transactions for 4/1/2026 through 4/30/2026

		Date	Regular Hours	Total Ovt Hrs	Total Hours
<b>Project Number: 745900.0000 REHAB RUNWAY 18-36 PAVEMENT INSPECT</b>					
<b>Phase Number: 0504 RESIDENT PROJECT REPRESENTATIVE</b>					
* 15000	Clawson, Adam	4/6/2026	1.00		1.00
* 15000	Clawson, Adam	4/7/2026	1.00		1.00
* 15000	Clawson, Adam	4/9/2026	1.00		1.00
* 15000	Clawson, Adam	4/16/2026	4.00		4.00
* 15000	Clawson, Adam	4/20/2026	1.00		1.00
* 15000	Clawson, Adam	4/22/2026	1.00		1.00
* 15000	Clawson, Adam	4/23/2026	3.00		3.00
* 15000	Clawson, Adam	4/24/2026	1.00		1.00
* 15000	Clawson, Adam	4/27/2026	1.00		1.00
* 15000	Clawson, Adam	4/28/2026	1.00		1.00
* 15000	Clawson, Adam	4/30/2026	2.00		2.00
<b>Total for 0504</b>			<b>17.00</b>		<b>17.00</b>
<b>Total for 745900.0000</b>			<b>17.00</b>		<b>17.00</b>





CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS **CONTRACTOR'S**  
**PROGRESS**  
**ESTIMATE**

MILESTONE CONTRACTORS, L.P.

**NUMBER: 1**

PERIOD

FROM

05/01/2026

PROJECT:

TO

05/18/2026

**ELKHART MUNICIPAL AIRPORT**  
**REHABILITATE RUNWAY 18-36 PAVEMENT**  
**AIP 3-18-0018-042-2025**

ITE SPEC. REF.	DESCRIPTION	QUANTITIES		UNIT	AMOUNT	
		THIS ESTIMATE	TO DATE		UNIT PRICE	
1 CE-95-2.1	Production Staking by Contractor			L.S.	\$75,000.00	\$0.00
2 M-102-2.1-1	Maintenance of Traffic	0.40	0.40	L.S.	\$124,000.00	\$49,600.00
3 C-100	Contractor Quality Control Program			L.S.	\$92,000.00	\$0.00
4 C-105-2	Mobilization	0.25	0.25	L.S.	\$180,000.00	\$45,000.00
5 P-101-5.2a	Joint and Crack Repair, Type A (Undistributed)			L.F.	\$3.05	\$0.00
6 P-101-5.2a	Joint and Crack Repair, Type B			L.F.	\$47.00	\$0.00
7 P-101-5.2b	Joint and Crack Repair, Type C	9,433.00	9,433.00	L.F.	\$50.00	\$471,650.00
8 P-101-5.6a	Cold Milling - 2.5"			S.Y.	\$3.75	\$0.00
9 P-401-8.1a	Asphalt Surface Course			Ton	\$103.00	\$0.00
10 P-401-8.1c	Asphalt Leveling Course			Ton	\$112.00	\$0.00
11 P-603-5.1	Emulsified Asphalt Tack Coat			Gal.	\$5.00	\$0.00
12 P-620-5.2b-1	Marking, White			S.F.	\$1.25	\$0.00
13 P-620-5.2b-2	Marking, Yellow			S.F.	\$1.40	\$0.00
14 P-620-5.2b-3	Marking, Black			S.F.	\$1.20	\$0.00
15 P-620-5.2b-4	Marking, Red			S.F.	\$2.00	\$0.00
16 P-620-5.3c	Reflective Media, Type I			Lbs	\$1.25	\$0.00
17 P-620-5.4d-1	Temprary Marking, White			S.F.	\$1.15	\$0.00
18 P-620-5.4d-2	Temprary Marking, Yellow			S.F.	\$1.30	\$0.00
19 T-901-5.1	Mulched Seeding (Undistributed)			K.S.I	\$128.00	\$0.00
<b>ADD ALTERNATE BID 1</b>						
1 P-621-5.1	Grooving			S.Y.	2.06	\$0.00

CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS **CONTRACTOR'S  
PROGRESS  
ESTIMATE**

MILESTONE CONTRACTORS, L.P.

NUMBER: 1 PERIOD FROM 05/01/2026  
PROJECT: ELKHART MUNICIPAL AIRPORT  
REHABILITATE RUNWAY 18-36 PAVEMENT  
AIP 3-18-0018-042-2025 TO 05/18/2026

The certified payrolls for the period covered by this estimate have been submitted & reviewed. The Contractor certifies that the wage rates contained therein are not less than the applicable wage rates in the Federal Davis-Bacon wage determination in the contract documents.

AIP TOTAL	\$566,250.00
NONAIP TOTAL	\$0.00
TOTAL	\$566,250.00
RETAINAGE	(\$28,312.50)
BALANCE	\$537,937.50
PREVIOUS PAY	\$0.00
AMOUNT DUE	\$537,937.50
RETAIN THIS EST.	(\$28,312.50)

The undersigned Contractor certifies that to the best of the Contractor's knowledge the Work covered by this Payment is Complete in accordance with Contract Documents and all liens on Work from previous Payments have been cleared.

APPROVED Kevin L. Ciesk Date: 5/18/2026  
CONTRACTOR \_\_\_\_\_  
MILESTONE CONTRACTORS, L.P.

The Engineer certifies that based on site observations and to the Engineer's best knowledge the Work has satisfactorily progressed in accordance with Contract Documents, and the Contractor is entitled to payment of the amount certified by the Contractor.

APPROVED Jimmy A. Becks Date: 05/18/2026  
ENGINEER \_\_\_\_\_  
BUTLER, FAIRMAN, & SEUFERT, INC.

APPROVED \_\_\_\_\_ Date: 06.24.26  
CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS  
Doug Thorne \_\_\_\_\_





City of Elkhart, Indiana  
*the city with a heart.*

---

**MEMORANDUM**

---

**DATE:** 06/24/26  
**TO:** The Board of Aviation Commissioners  
**FROM:** Andy Jones, Airport Director  
**RE:** Approval of AIP-42 Pay Request #2 for Milestone Contractors for Runway 18/36 pavement project

---

Please approve pay request #2 for AIP-42 for the Runway 18/36 pavement project, for Milestone Contractors Invoice for \$537,937.50 for fees related to this project, pending appropriation approval from the common council. Please also authorize the board president to sign this document.

Please approve pay request #2 for the AIP-42 Runway 18/36 pavement project for the Milestone Contractors Invoice in the amount of \$537,937.50, pending approval from the common council and give authorization for the board president to sign this document.

Thank you,

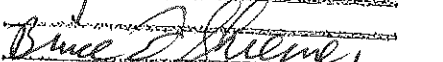
  
Andy Jones  
Airport Director

Approved as to form and legality



Date 06.24.26  
Approved by City of Elkhart  
Board of Aviation Commissioners



  
Tom Shoff via Teams (S)







CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS **CONTRACTOR'S**  
**PROGRESS**  
**ESTIMATE**

MILESTONE CONTRACTORS, L.P.

**NUMBER: 1**

**PERIOD**

**FROM**

05/01/2026

**PROJECT:**

**TO**

05/18/2026

**ELKHART MUNICIPAL AIRPORT  
REHABILITATE RUNWAY 18-36 PAVEMENT  
AIP 3-18-0018-042-2025**

ITE SPEC. REF.	DESCRIPTION	QUANTITIES		UNIT	UNIT PRICE	AMOUNT
		THIS ESTIMATE	TO DATE			
1 CE-95-2.1	Production Staking by Contractor			L.S.	\$75,000.00	\$0.00
2 M-102-2.1-1	Maintenance of Traffic	0.40	0.40	L.S.	\$124,000.00	\$49,600.00
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4 C-105-2	Mobilization	0.25	0.25	L.S.	\$180,000.00	\$45,000.00
5 P-101-5.2a	Joint and Crack Repair, Type A (Undistributed)			L.F.	\$3.05	\$0.00
6 P-101-5.2a	Joint and Crack Repair, Type B			L.F.	\$47.00	\$0.00
7 P-101-5.2b	Joint and Crack Repair, Type C	9,433.00	9,433.00	L.F.	\$50.00	\$471,650.00
8 P-101-5.6a	Cold Milling - 2.5"			S.Y.	\$3.75	\$0.00
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17 P-620-5.4d-1	Temporary Marking, White			S.F.	\$1.15	\$0.00
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1 P-621-5.1	Grooving			S.Y.	2.06	\$0.00



CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS **CONTRACTOR'S  
PROGRESS  
ESTIMATE**

MILESTONE CONTRACTORS, L.P.

NUMBER: 1 PERIOD FROM 05/01/2026  
PROJECT: ELKHART MUNICIPAL AIRPORT  
REHABILITATE RUNWAY 18-36 PAVEMENT  
AIP 3-18-0018-042-2025 TO 05/18/2026

The certified payrolls for the period covered by this estimate have been submitted & reviewed. The Contractor certifies that the wage rates contained therein are not less than the applicable wage rates in the Federal Davis-Bacon wage determination in the contract documents.

AIP TOTAL	\$566,250.00
NONAIP TOTAL	\$0.00
TOTAL	\$566,250.00
RETAINAGE	(\$28,312.50)
BALANCE	\$537,937.50
PREVIOUS PAY	\$0.00
AMOUNT DUE	\$537,937.50
RETAIN THIS EST.	(\$28,312.50)

The undersigned Contractor certifies that to the best of the Contractor's knowledge the Work covered by this Payment is Complete in accordance with Contract Documents and all liens on Work from previous Payments have been cleared.

APPROVED Kevin L. Clark Date: 5/18/2026  
CONTRACTOR MILESTONE CONTRACTORS, L.P.

The Engineer certifies that based on site observations and to the Engineer's best knowledge the Work has satisfactorily progressed in accordance with Contract Documents, and the Contractor is entitled to payment of the amount certified by the Contractor.

APPROVED Jimmy A. Bealls Date: 05/18/2026  
ENGINEER BUTLER, FAIRMAN, & SEUFERT, INC.

APPROVED \_\_\_\_\_ Date: 06.24.26  
CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS  
[Signature] \_\_\_\_\_







# Budget Adjustment Form

## Requesting Department

Department: Aviation

Date: 06.04.26

Requesting Signature: Andy Jones

## Transfer Request

Please enter affected account lines and amounts below:

TRANSFER FROM	TRANSFER TO	Amount
Account: 4500-5-210-4390900	Account:	375,459.00
Account Name: AIP	Account Name:	
Account:	Account:	Plus 3200.00
Account Name:	Account Name:	See attached
Account:	Account:	
Account Name:	Account Name:	
Account:	Account:	
Account Name:	Account Name:	
Account:	Account:	
Account Name:	Account Name:	
Account:	Account:	
Account Name:	Account Name:	
Account:	Account:	
Account Name:	Account Name:	
Account:	Account:	
Account Name:	Account Name:	
Account:	Account:	
Account Name:	Account Name:	

I, the Requestor, have verified that all above "TRANSFER FROM" accounts include adequate budget balance.

## Controller Office Approval

Authorized Signature:	Date:
-----------------------	-------



## Shaw, Karen

---

**From:** Shaw, Karen  
**Sent:** Thursday, June 4, 2026 11:11 AM  
**To:** Kramer, Mark  
**Cc:** Jones, Andy; Koons, Erin; Wendorf, Kristie; Erwin, Megan  
**Subject:** RE: Aviation Dept - AIP transfer request

Hi Mark,  
My apologies! I need to add another \$3,200.00 to this transfer request for an additional BF&S invoice I just received for AIP-40, 10-unit T-hgr project for professional services fees. Can you go ahead and add this to the request I sent a couple hours ago?

Thanks!

***Karen Shaw***

Airport Operations Manager  
Elkhart Municipal Airport  
1211 CR 6 W  
Elkhart, IN  
[karen.shaw@cityofelkhartin.gov](mailto:karen.shaw@cityofelkhartin.gov)  
574-264-5217

**From:** Shaw, Karen  
**Sent:** Thursday, June 4, 2026 10:19 AM  
**To:** Kramer, Mark <Mark.Kramer@cityofelkhartin.gov>  
**Cc:** Jones, Andy <Andy.Jones@cityofelkhartin.gov>; Koons, Erin <erin.koons@cityofelkhartin.gov>; Wendorf, Kristie <Kristie.Wendorf@cityofelkhartin.gov>; Erwin, Megan <Megan.Erwin@cityofelkhartin.gov>  
**Subject:** Aviation Dept - AIP transfer request

Hi Mark,  
I have a couple invoices to pay out of an AIP – when you have a chance, could you please make a transfer? I have attached the budget transfer request form, it will be in the amount of \$375,459.00.  
For your record-keeping, the invoices will be:

- 1) BF&S for AIP-42 (Runway 18/36 project) for \$22,396.50
- 2) Milestone Contractors for AIP-42 (Runway 18/36 project) for \$537,937.50

With a current AIP balance of \$184,875.75, the only amount I'll need transferred is the difference of \$375,459.00, which will cover these 2 invoices which will be paid at the June 24, 2026 BOAC meeting.

Please let me know if you need anything further.

Thank you!

***Karen Shaw***

Airport Operations Manager  
Elkhart Municipal Airport



1211 CR 6 W  
Elkhart, IN  
[karen.shaw@cityofelkhartin.gov](mailto:karen.shaw@cityofelkhartin.gov)  
574-264-5217



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

**317 713-4615**  
**FAX 317 713-4616**

# LETTER OF TRANSMITTAL

TO

Federal Aviation Administration  
 Chicago Airports District Office  
 2300 East Devon Avenue  
 Des Plaines, IL 60018

DATE	6/24/26	JOB NO.	
ATTENTION	Mr. Victor Iniguez		
RE:	Elkhart Municipal Airport		
AIP 3-18-0018-042-2025			
Rehabilitate Runway 18-36 Pavement - Construction			

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			Pay Request No. 2

THESE ARE TRANSMITTED as checked below:

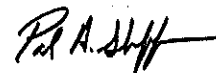
- For approval     Approved as submitted     Resubmit \_\_\_\_\_ copies for approval  
 For your use     Approved as noted     Submit \_\_\_\_\_ copies for distribution  
 As requested     Returned for corrections     Return \_\_\_\_\_ corrected prints  
 For review and comment
- FOR BIDS DUE \_\_\_\_\_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

REMARKS

F \$532,317
S \$14,008.35
L \$14,088.65
T \$560,334

COPY TO Andy Jones, Doug Thorne, Travis Warren

SIGNED:



Paul Shaffer, P.E.

Vendor: Elkhart Municipal Airport  
 1211 County Road 6 W  
 Elkhart, IN 46514

REQUEST OF STATE FUNDS

State Project

Payment No. 2

Eligible costs to date		\$574,048.93
% of State participation	x	0.025
State share 2.5%	= \$	14,351.22
Previous Payment	- \$	342.87
Total Due	= \$	<b>14,008.35</b>

Payment Request History			
Request Number	Request Amount	Date Requested	Notes
1	\$342.87	5/27/2026	
2	\$14,008.35	6/24/2026	
Total	\$14,351.22		

Unused Balance	PO Limit	\$50,782.61	28.26%
		\$36,431.39	

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

<b>3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH THIS REPORT IS SUBMITTED</b> FAA	<b>4. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED BY FEDERAL AGENCY</b> 3-18-0018-042-2025
---	--

<b>5. PARTIAL PAYMENT REQUEST NUMBER FOR THIS REQUEST</b> 2	<b>6. EMPLOYER IDENTIFICATION NUMBER</b> 35-6001016	<b>7. FINANCIAL ASSISTANCE IDENTIFICATION NUMBER</b> WKESQNN9VGL7
--	--	--

**8. PERIOD COVERED BY THIS REQUEST**  
From: 05/28/2026 To: 06/24/2026

**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: 46514-0000

**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)	(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	32,611.43			32,611.43
g. Land development				
h. Relocation expense				
i. Relocation payments to individuals and businesses				
j. Demolition and removal				
k. Construction and project improvement cost	537,937.50			537,937.50
l. Equipment				
m. Miscellaneous cost	3,500.00			3,500.00
n. Total cumulative to date ( <i>sum of lines a thru m</i> )	574,048.93			574,048.93
o. Deductions for program income				
p. Net cumulative to date ( <i>line n minus line o</i> )	574,048.93			574,048.93
q. Federal share to date	545,346.00			545,346.00
r. Rehabilitation grants (100% reimbursement)				
s. Total Federal share ( <i>sum of lines q and r</i> )	545,346.00			545,346.00
t. Federal payments previously requested	13,029.00			13,029.00
u. Amount requested for reimbursement	\$ 532,317.00	\$	\$	\$ 532,317.00
v. Percentage of physical completion of project	28.00 %	%	%	28.00 %

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

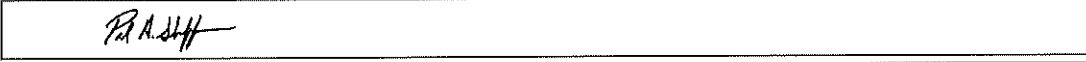
SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	DATE REPORT SUBMITTED
	06/24/2026

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

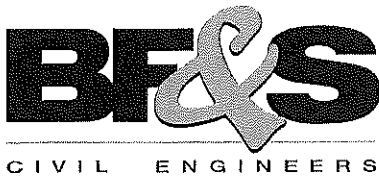
SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	DATE SIGNED
	06/24/2026

TYPED OR PRINTED NAME AND TITLE

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

TELEPHONE (Area code, number, and extension)





# 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

May 18, 2026  
Invoice No: 112641

Project 745900.0000 REHABILITATE RUNWAY 18-36 PAVEMENT - INSPECTION  
For inspection services during the Rehabilitation of Runway 18-36 Pavement. In accordance with the Agreement dated April 30, 2025.  
Professional Services from April 1, 2026 to April 30, 2026

**Fee**

Billing Phase	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
0101 Project Administration	22,790.00	50.00	11,395.00	3,418.50	7,976.50
0102 Bid Assistance	5,110.00	0.00	0.00	0.00	0.00
0103 Record Drawings	4,100.00	0.00	0.00	0.00	0.00
0501 Construction Observation	34,400.00	50.00	17,200.00	5,160.00	12,040.00
0502 Final Construction Record	7,950.00	0.00	0.00	0.00	0.00
0503 Warranty Inspection	3,100.00	0.00	0.00	0.00	0.00
<b>Total Fee</b>	<b>77,450.00</b>		<b>28,595.00</b>	<b>8,578.50</b>	<b>20,016.50</b>
<b>Total Fee</b>				<b>20,016.50</b>	
				<b>Total this Phase</b>	<b><u>\$20,016.50</u></b>

0504 - RESIDENT PROJECT REPRESENTATIVE

**Professional Personnel**

	Hours	Rate	Amount
<b>FIELD PERSONNEL II</b>			
Clawson, Adam	17.00	140.00	2,380.00
Totals	17.00		2,380.00
<b>Total Labor</b>			<b>2,380.00</b>

**Billing Limits**

	Current	Prior	To-Date
Total Billings	2,380.00	1,320.00	3,700.00
Limit			60,200.00
Remaining			56,500.00
<b>Total this Phase</b>			<b><u>\$2,380.00</u></b>

0505 - THIRD PARTY ACCEPTANCE TESTING

**Billing Limits**

	Current	Prior	To-Date
Total Billings	0.00	0.00	0.00
Limit			28,000.00
Remaining			28,000.00
<b>Total this Phase</b>			<b><u>0.00</u></b>

0506 - TRAVEL

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	147.00	147.00
Limit			3,420.00
Remaining			3,273.00
<b>Total this Phase</b>			<b>0.00</b>

0507 - LEGAL ADVERTISEMENT

Billing Limits	Current	Prior	To-Date
Total Billings	0.00	169.43	169.43
Limit			800.00
Remaining			630.57
<b>Total this Phase</b>			<b>0.00</b>

9901 - ADDITIONAL SERVICES

<b>Total this Phase</b>	<b>0.00</b>
<b>Total this Invoice</b>	<b>\$22,396.50</b>

Billings to Date

	Current	Prior	Total
Fee	20,016.50	8,578.50	28,595.00
Labor	2,380.00	1,320.00	3,700.00
Expense	0.00	169.43	169.43
Unit	0.00	147.00	147.00
<b>Totals</b>	<b>22,396.50</b>	<b>10,214.93</b>	<b>32,611.43</b>

Thank You, *Michael D. Eichenauer*  
 Michael Eichenauer

# Labor Detail

Butler, Fairman & Seufert, Inc.

Transactions for 4/1/2026 through 4/30/2026

		Date	Regular Hours	Total Ovt Hrs	Total Hours
<b>Project Number: 745900.0000 REHAB RUNWAY 18-36 PAVEMENT INSPECT</b>					
<b>Phase Number: 0504 RESIDENT PROJECT REPRESENTATIVE</b>					
* 15000	Clawson, Adam	4/6/2026	1.00		1.00
* 15000	Clawson, Adam	4/7/2026	1.00		1.00
* 15000	Clawson, Adam	4/9/2026	1.00		1.00
* 15000	Clawson, Adam	4/16/2026	4.00		4.00
* 15000	Clawson, Adam	4/20/2026	1.00		1.00
* 15000	Clawson, Adam	4/22/2026	1.00		1.00
* 15000	Clawson, Adam	4/23/2026	3.00		3.00
* 15000	Clawson, Adam	4/24/2026	1.00		1.00
* 15000	Clawson, Adam	4/27/2026	1.00		1.00
* 15000	Clawson, Adam	4/28/2026	1.00		1.00
* 15000	Clawson, Adam	4/30/2026	2.00		2.00
<b>Total for 0504</b>			<b>17.00</b>		<b>17.00</b>
<b>Total for 745900.0000</b>			<b>17.00</b>		<b>17.00</b>





CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS **CONTRACTOR'S**  
**PROGRESS**  
**ESTIMATE**

MILESTONE CONTRACTORS, L.P.

**NUMBER: 1**

**PERIOD**

**FROM**

05/01/2026

**PROJECT:**

**TO**

05/18/2026

**ELKHART MUNICIPAL AIRPORT  
REHABILITATE RUNWAY 18-36 PAVEMENT  
AIP 3-18-0018-042-2025**

ITE SPEC. REF.	DESCRIPTION	QUANTITIES		UNIT	UNIT PRICE	AMOUNT
		THIS ESTIMATE	TO DATE			
1	CE-95-2.1 Production Staking by Contractor			L.S.	\$75,000.00	\$0.00
2	M-102-2.1-1 Maintenance of Traffic	0.40	0.40	L.S.	\$124,000.00	\$49,600.00
3	C-100 Contractor Quality Control Program			L.S.	\$92,000.00	\$0.00
4	C-105-2 Mobilization	0.25	0.25	L.S.	\$180,000.00	\$45,000.00
5	P-101-5.2a Joint and Crack Repair, Type A (Undistributed)			L.F.	\$3.05	\$0.00
6	P-101-5.2a Joint and Crack Repair, Type B			L.F.	\$47.00	\$0.00
7	P-101-5.2b Joint and Crack Repair, Type C	9,433.00	9,433.00	L.F.	\$50.00	\$471,650.00
8	P-101-5.6a Cold Milling - 2.5"			S.Y.	\$3.75	\$0.00
9	P-401-8.1a Asphalt Surface Course			Ton	\$103.00	\$0.00
10	P-401-8.1c Asphalt Leveling Course			Ton	\$112.00	\$0.00
11	P-603-5.1 Emulsified Asphalt Tack Coat			Gal.	\$5.00	\$0.00
12	P-620-5.2b-1 Marking, White			S.F.	\$1.25	\$0.00
13	P-620-5.2b-2 Marking, Yellow			S.F.	\$1.40	\$0.00
14	P-620-5.2b-3 Marking, Black			S.F.	\$1.20	\$0.00
15	P-620-5.2b-4 Marking, Red			S.F.	\$2.00	\$0.00
16	P-620-5.3c Reflective Media, Type I			Lbs	\$1.25	\$0.00
17	P-620-5.4d-1 Temporary Marking, White			S.F.	\$1.15	\$0.00
18	P-620-5.4d-2 Temporary Marking, Yellow			S.F.	\$1.30	\$0.00
19	T-901-5.1 Mulched Seeding (Undistributed)			K.S.I	\$128.00	\$0.00
<b>ADD ALTERNATE BID 1</b>						
1	P-621-5.1 Grooving			S.Y.	2.06	\$0.00

CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS **CONTRACTOR'S  
PROGRESS  
ESTIMATE**

MILESTONE CONTRACTORS, L.P.

NUMBER: 1 PERIOD FROM 05/01/2026  
PROJECT: TO 05/18/2026  
ELKHART MUNICIPAL AIRPORT  
REHABILITATE RUNWAY 18-36 PAVEMENT  
AIP 3-18-0018-042-2025

The certified payrolls for the period covered by this estimate have been submitted & reviewed. The Contractor certifies that the wage rates contained therein are not less than the applicable wage rates in the Federal Davis-Bacon wage determination in the contract documents.

AIP TOTAL	\$566,250.00
NONAIP TOTAL	\$0.00
TOTAL	\$566,250.00
RETAINAGE	(\$28,312.50)
BALANCE	\$537,937.50
PREVIOUS PAY	\$0.00
AMOUNT DUE	\$537,937.50
RETAIN THIS EST.	(\$28,312.50)

The undersigned Contractor certifies that to the best of the Contractor's knowledge the Work covered by this Payment is Complete in accordance with Contract Documents and all liens on Work from previous Payments have been cleared.

APPROVED Kevin L. Cleek Date: 5/18/2026  
CONTRACTOR MILESTONE CONTRACTORS, L.P.

The Engineer certifies that based on site observations and to the Engineer's best knowledge the Work has satisfactorily progressed in accordance with Contract Documents, and the Contractor is entitled to payment of the amount certified by the Contractor.

APPROVED James A. Beale Date: 05/18/2026  
ENGINEER BUTLER, FAIRMAN, & SEUFERT, INC.

APPROVED  
CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS  
T. J. [Signature]

Date: 06.24.26





City of Elkhart, Indiana  
*the city with a heart*

---

**MEMORANDUM**

---

**DATE:** 06/24/26  
**TO:** The Board of Aviation Commissioners  
**FROM:** Andy Jones, Airport Director  
**RE:** Approval of AIP-43 Pay Request #1 final for FAA & State Reimbursements and Local share payment

---

Please approve pay request final for the AIP-43, 10-unit T-Hangar for FAA Reimbursement to EKM in the amount of \$290,699.00 and State reimbursement of \$7,649.97. Please also approve for the local share amount of \$7,649.98 to be paid by the City. This pay request has been approved by the City Legal Department. Please also authorize the BOAC President to sign this document.

Please approve pay request #1 final in the amount of \$290,699.00 for the AIP-43, 10-unit T-Hangar project for reimbursement from the FAA & State reimbursement of \$7,649.97 to EKM, and a local share payment of \$7,649.98 to be paid by the City and give authorization for the BOAC President to sign this document.

Thank you,

*Andy Jones*

Andy Jones  
Airport Director

Approved as to form and legality

*KD*

Date 06.24.26  
Approved by City of Elkhart  
Board of Aviation Commissioners

*[Signature]*

*Bruc D. Shillner*  
Tom Shoff via Teams *(3)*





City of Elkhart  
Elkhart Municipal Airport

June 30, 2026

Mr. Victor Iniguez  
Program Manager  
Chicago Airport Districts Office  
2300 East Devon Avenue  
Des Plaines, IL 60018

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

Doug Thorne, President

Bruce Shreiner, V.P.

Tom Shoff, Secretary

Shari Mellin, Treasurer


RE: Closeout Request AIP 3-18-0018-043-2026, Construct 10-Unit T-Hangar Building - Construction, Phase 4/4; T-Hangar South Taxilane - Construction, Phase 4/4

Dear Mr. Iniguez:

We respectfully request closeout of AIP43. Please find the Final SF425 enclosed.

Thank you for your support of the Elkhart Municipal Airport.

Sincerely,



Doug Thorne  
President

c: Butler, Fairman and Seufert  
Marcus Dial, INDOT Office of Aviation

# Federal Financial Report

(Follow form Instructions)

OMB Number: 4040-0014  
Expiration Date: 06/30/2028

<b>1. Federal Agency and Organizational Element to Which Report is Submitted</b> FAA		<b>2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment)</b> AIP 3-18-0018-043-2026	
<b>3. Recipient Organization (Name and complete address including Zip code)</b> Recipient Organization Name: City of Elkhart Street1: 1211 County Road 6 W Street2: City: Elkhart County: State: IN: Indiana Province: Country: USA: UNITED STATES ZIP / Postal Code: 46514-0000			
<b>4a. UEI</b> WKESQNN9VGL7	<b>4b. EIN</b> 35-6001016	<b>5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)</b> AIP 3-18-0018-043-2026	
<b>6. Report Type</b> <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual <input checked="" type="checkbox"/> Final	<b>7. Basis of Accounting</b> <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual	<b>8. Project/Grant Period</b> From: 03/06/2026 To: 06/24/2026	<b>9. Reporting Period End Date</b> 07/31/2026
<b>10. Transactions</b> (Use lines a-c for single or multiple grant reporting)			<b>Cumulative</b>
<b>Federal Cash (To report multiple grants, also use FFR attachment):</b>			
a. Cash Receipts			290,699.00
b. Cash Disbursements			290,699.00
c. Cash on Hand (line a minus b)			0.00
(Use lines d-o for single grant reporting)			
<b>Federal Expenditures and Unobligated Balance:</b>			
d. Total Federal funds authorized			290,699.00
e. Federal share of expenditures			290,699.00
f. Federal share of unliquidated obligations			0.00
g. Total Federal share (sum of lines e and f)			290,699.00
h. Unobligated balance of Federal Funds (line d minus g)			0.00
<b>Recipient Share:</b>			
i. Total recipient share required			15,299.95
j. Recipient share of expenditures			15,299.95
k. Remaining recipient share to be provided (line i minus j)			0.00
<b>Program Income:</b>			
l. Total Federal program income earned			0.00
m. Program Income expended in accordance with the deduction alternative			0.00
n. Program Income expended in accordance with the addition alternative			0.00
o. Unexpended program income (line l minus line m and line n)			0.00

11. Indirect Expense						
a. Type	b. Rate	c. Period From	Period To	d. Base	e. Amount Charged	f. Federal Share
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
g. Totals:				<input type="text"/>	<input type="text"/>	<input type="text"/>

12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation:

13. Certification: By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

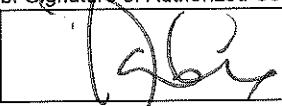
a. Name and Title of Authorized Certifying Official

Prefix:  First Name:  Middle Name:

Last Name:  Suffix:

Title:

b. Signature of Authorized Certifying Official



c. Telephone (Area code, number and extension)

d. Email Address

e. Date Report Submitted

14. Agency use only:



City of Elkhart  
Elkhart Municipal Airport

June 24, 2026

Mr. Victor Iniguez  
Program Manager  
Chicago Airport Districts Office  
2300 East Devon Avenue  
Des Plaines, IL 60018

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

Doug Thorne, President

Bruce Shreiner, V.P.

Tom Shoff, Secretary

Shari Mellin, Treasurer

RE: Final Payment Request AIP 3-18-0018-043-2026, Construct 10-Unit T-Hangar Building - Construction, Phase 4/4; T-Hangar South Taxilane - Construction, Phase 4/4

Dear Mr. Iniguez:

We respectfully request final payment authorization for AIP43. Please find the Final Pay Request 1F.

An additional letter requesting official administrative closeout, along with final SF425 will be transmitted after Delphi Payment. The project is being closed with a \$0 balance.

Thank you for your support of the Elkhart Municipal Airport.

Sincerely,

Doug Thorne  
President

c: Butler, Fairman and Seufert  
Marcus Dial, INDOT Office of Aviation

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

**317 713-4615**  
**FAX 317 713-4616**

# LETTER OF TRANSMITTAL

DATE	6/24/26	JOB NO.	
ATTENTION	Mr. Victor Iniguez		
RE:	Elkhart Municipal Airport		
AIP 3-18-0018-043-2026			
Construct 10-Unit T-Hangar Building - Construction, Phase 4/4 FINAL; T-Hangar South Taxilane - Construction, Phase 4/4 FINAL			

TO

Federal Aviation Administration  
 Chicago Airports District Office  
 2300 East Devon Avenue  
 Des Plaines, IL 60018

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			Pay Request No. 1 - FINAL

THESE ARE TRANSMITTED as checked below:

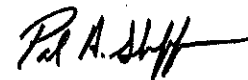
- For approval     Approved as submitted     Resubmit \_\_\_\_\_ copies for approval  
 For your use     Approved as noted     Submit \_\_\_\_\_ copies for distribution  
 As requested     Returned for corrections     Return \_\_\_\_\_ corrected prints  
 For review and comment       
 FOR BIDS DUE \_\_\_\_\_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

REMARKS

F \$290,699
S \$7,649.97
L \$7,649.98
T \$305,998.95

COPY TO Andy Jones, Travis Warren

SIGNED:



Paul Shaffer, P.E.

Vendor: Elkhart Municipal Airport  
 1211 County Road 6 W  
 Elkhart, IN 46514

REQUEST OF STATE FUNDS  
 State Project

Payment No. 1 - FINAL

Eligible costs to date			\$305,998.95
% of State participation	x		0.025
State share 2.5%	= \$		7,649.97
Previous Payment	- \$		-
Total Due	= \$		<b>7,649.97</b>

Payment Request History

Request Number	Request Amount	Date Requested	Notes
1	\$7,649.97	6/24/2026	
Total	\$7,649.97		

Unused Balance	PO Limit	\$7,649.97	100.00%
		\$0.00	

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

<b>3. FEDERAL SPONSORING AGENCY AND ORGANIZATIONAL ELEMENT TO WHICH THIS REPORT IS SUBMITTED</b> FAA	<b>4. FEDERAL GRANT OR OTHER IDENTIFYING NUMBER ASSIGNED BY FEDERAL AGENCY</b> 3-18-0018-042-2025
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<b>5. PARTIAL PAYMENT REQUEST NUMBER FOR THIS REQUEST</b> 1	<b>6. EMPLOYER IDENTIFICATION NUMBER</b> 35-6001016	<b>7. FINANCIAL ASSISTANCE IDENTIFICATION NUMBER</b> WKESQNN9VGL7
--	--	--

**8. PERIOD COVERED BY THIS REQUEST**  
From: 03/06/2026 To: 06/24/2026

**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: 46514-0000

**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.

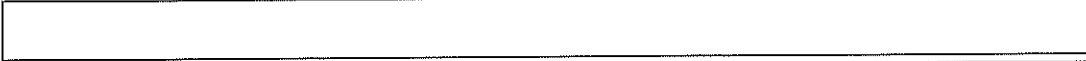
## STATUS OF FUNDS

CLASSIFICATION	PROGRAMS	FUNCTIONS	ACTIVITIES	TOTAL
	(a)	(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				
g. Land development				
h. Relocation expense				
i. Relocation payments to individuals and businesses				
j. Demolition and removal				
k. Construction and project improvement cost	305,998.95			305,998.95
l. Equipment				
m. Miscellaneous cost				
n. Total cumulative to date ( <i>sum of lines a thru m</i> )	305,998.95			305,998.95
o. Deductions for program income				
p. Net cumulative to date ( <i>line n minus line o</i> )	305,998.95			305,998.95
q. Federal share to date	290,699.00			290,699.00
r. Rehabilitation grants (100% reimbursement)				
s. Total Federal share ( <i>sum of lines q and r</i> )	290,699.00			290,699.00
t. Federal payments previously requested	0.00			0.00
u. Amount requested for reimbursement	\$ 290,699.00	\$	\$	\$ 290,699.00
v. Percentage of physical completion of project	100.00 %	%	%	100.00 %

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
	06/24/2026

TYPED OR PRINTED NAME AND TITLE

Prefix: Mr. First Name: Doug Middle Name:

Last Name: Thorne Suffix:

Title: President

TELEPHONE (Area code, number, and extension)

574-264-5217

b. REPRESENTATIVE CERTIFYING TO LINE 11V

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	DATE SIGNED
	06/24/2026

TYPED OR PRINTED NAME AND TITLE

Prefix: Mr. First Name: Paul Middle Name:

Last Name: Shaffer Suffix:

Title: Executive VP

TELEPHONE (Area code, number, and extension)

317-713-4615

7 (Final Balance this estimate) 8 (Partial to Grant Max)	WAYS	BASIC FEES		OTHER FEES		AND BUSINESSES	COST
							\$15,842.37
							\$290,356.58
<b>9 (REQ. #) - FINAL</b>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$305,998.95
							\$305,998.95

New Tech only

# 1

## Invoice

**New Tech Corporation**  
9896 W 300 N, Bldg C  
Michigan City, IN 46360

Date  
11/10/2025

**Bill To:**

City of Elkhart Board of Aviation Commissioners  
Elkhart Municipal Airport  
1211 County Road 6, Elkhart, IN 46514

Project: T-Hangar and Taxilane

DESCRIPTION	AMOUNT
Invoice No. 7 - Total	\$ 200,500.00
Invoice No. 7 - Retainage	\$ (10,025.00)
<b>Total Due</b>	<b>\$ 190,475.00</b>

Distributed as follows:

AIP40 PR11F	\$85,243.52
AIP41 PR2	\$59,000 (PAID on 12/3/25)
AIP41 PR3F	\$30,589.11
AIP43 PR1F	\$15,642.37
<b>TOTAL:</b>	<b>\$190,475</b>

CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS **CONTRACTOR'S**  
**PROGRESS**  
**ESTIMATE**

NEW TECH CORPORATION

**NUMBER: 7**

**PERIOD FROM 10/01/2025**

**PROJECT:**

**TO 10/31/2025**

**ELKHART MUNICIPAL AIRPORT  
 BID PACKAGE 'A' TAXILANE; BID PACKAGE 'B' 10 UNIT T-HANGAR**

ITEM SPEC.	DESCRIPTION	QUANTITIES		UNIT	UNIT PRICE	AMOUNT
		THIS ESTIMATE	TO DATE			
<b>BID PACKAGE A - TAXILANE CONSTRUCTION</b>						
<b>General Site Work: Work Outside of Building Footprint</b>						
S1	CE-95-2.1 Production Staking by Contractor		1.00	L.S.	7,500.00	\$7,500.00
S2	M-102-2.1- Maintenance of Traffic		1.00	L.S.	3,500.00	\$3,500.00
S3	C-100 Contractor Quality Control Program		0.50	L.S.	15,000.00	\$7,500.00
S4	C-105 Mobilization		0.05	L.S.	48,000.00	\$2,400.00
S5	C-102-5.1 Installation and Removal of Temporary Silt Fence		730.00	L.F.	5.00	\$3,650.00
S6	L-108 - 5.1 Trench, Duct Bank or Conduit		200.00	L.F.	30.00	\$6,000.00
S7	L-108 - 5.2 Installed in Trench or Plowed-In, Above the Duct Bank		185.00	L.F.	25.00	\$4,625.00
S8	L-110-5.1 Electrical Duct Bank, PVC, 2 BK 2"		130.00	L.F.	25.00	\$3,250.00
S9	L-110-5.2 Electrical Duct , PVC, 1 BK 3"		45.00	L.F.	33.00	\$1,485.00
S10	P-152-4.1 Unclassified Excavation (Waste disposed of on site)		3,996.00	C.Y	14.50	\$57,942.00
S11	INDOT 303 Compacted Aggregate, No. 53		1,075.00	C.Y	110.00	\$118,250.00
S12	P-403-8.2 Asphalt Base Course			TON	140.00	\$0.00
S13	P-403-8.1 Asphalt Surface Course			TON	170.00	\$0.00
S14	P-603-5.1 Emulsified Asphalt Tack Coat			Gal.	3.50	\$0.00
S15	P-605-5.1 Asphalt Joint Sealing			L.F.	6.00	\$0.00
S16	P-620-5.1 Pavement Marking, 6 in, Yellow, with Reflective Media			S.F	15.00	\$0.00
S17	D-701-5.1 Pipe, Corrugated Aluminum, 12 inch	100.00	100.00	L.F.	95.00	\$9,500.00
S18	D-752-1.1 12 inch, Pipe End Section	2.00	2.00	Ea.	2,500.00	\$5,000.00
S19	F-162-5.2 20' Rolling Cantilever Gate (Black Vinyl Coated)			Ea.	30,000.00	\$0.00
S20	T-901-5.1 Seeding			KSF	180.00	\$0.00
<b>Alternate 1 - Mill &amp; Resurface Taxilane</b>						
P1	C-105 Mobilization			L.S.	500.00	\$0.00
P2	P-101-5.1 Cold Milling, 1.5"			SYL	4.75	\$0.00
P3	P-403-8.1 Asphalt Surface Course, 1.5"			TON	165.00	\$0.00
P4	P-603 Emulsified Asphalt Tack Coat			Gal	3.50	\$0.00
P5	P-620-5.1 Pavement Marking, 6 in, Yellow, with Reflective Media			S.F	15.00	\$0.00
<b>Alternate 2 - remove and Replace Hangar 39 Apron</b>						
P6	C-105 Mobilization		1.00	L.S.	3,900.00	\$3,900.00
P7	P-101-5.2 Pavement Removal			SYL	3.14	\$0.00
P8	INDOT 303 Compacted Aggregate, No. 53			TON	86.66	\$0.00
P9	P-403-8.2 Asphalt Base Course			TON	140.00	\$0.00
P10	P-403-8.1 Asphalt Surface Course			TON	170.00	\$0.00
P11	P-603 Emulsified Asphalt Tack Coat			Gal	3.50	\$0.00
<b>BID PACKAGE B - T-HANGAR CONSTRUCTION</b>						
Allow	Utility	Electrical Service from Road to Building		DOL	\$1.00	\$0.00
B1	10-Unit	Pre-Engineered Building with Bi Fold Doors	1.00	L.S.	390,000.00	\$390,000.00
B2	10-Unit	foundations, building erection, and excavation for the	0.3000	L.S.	470,000.00	\$423,000.00
B3	10-Unit	sub panels, overhead lighting, outlets, door operators,	0.50	L.S.	90,000.00	\$72,000.00

CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS **CONTRACTOR'S  
PROGRESS  
ESTIMATE**

NEW TECH CORPORATION

NUMBER: 7

PERIOD FROM 10/01/2025  
TO 10/31/2025

PROJECT:

**ELKHART MUNICIPAL AIRPORT  
BID PACKAGE 'A' TAXILANE; BID PACKAGE 'B' 10 UNIT T-HANGAR**

The certified payrolls for the period covered by this est. have been submitted & reviewed.  
The Contractor certifies that the wage rates contained therein are not less than the applicable wage rates in the Federal Davis-Bacon wage determination in the contract.

The undersigned Contractor certifies that to the best of the Contractor's knowledge the Work covered by this Payment is Complete in accordance with Contract Documents and all liens on Work from previous Payments have been cleared.

APPROVED Shane Osborne Date: 11/10/2025  
CONTRACTOR NEW TECH CORPORATION

TOTAL	\$1,119,502.00
RETAINAGE	(\$55,975.10)
BALANCE	\$1,063,526.90
PREVIOUS PAY	\$873,051.90
AMOUNT DUE	\$190,475.00
RETAIN THIS ES	(\$10,025.00)

The Engineer certifies that based on site observations and to the Engineer's best knowledge the Work has satisfactorily progressed in accordance with the contract, and the Contractor is entitled to payment of the amount certified by the Contractor.

APPROVED Jimmy R. Roebke Date: 11/11/2025  
ENGINEER BUTLER, FAIRMAN, & SEUFERT, INC.

Distributed as follows:

AIP40 PR11F	\$85,243.52
AIP41 PR2	\$59,000 (PAID on 12/3/21)
AIP41 PR3F	\$30,589.11
AIP43 PR1F	\$15,642.37
TOTAL:	\$190,475

APPROVED  
CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS  
[Signature] Date: 06.24.26



# Invoice

**New Tech Corporation**  
9896 W 300 N, Bldg C  
Michigan City, IN 46360

Date  
12/9/2025

**Bill To:**  
City of Elkhart Board of Aviation Commissioners  
Elkhart Municipal Airport  
1211 County Road 6, Elkhart, IN 46514

Project: T-Hangar and Taxilane

DESCRIPTION	AMOUNT
Invoice No. 8 - Total	\$ 490,921.06
Invoice No. 8 - Retainage	\$ (24,546.05)
<b>Total Due</b>	<b>\$ 466,375.01</b>

AIP43 PR1F \$290,356.58  
Balance paid locally \$176,018.43

CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS **CONTRACTOR'S**  
**PROGRESS**  
**ESTIMATE**

NEW TECH CORPORATION

**NUMBER: 8**

PERIOD FROM 10/01/2025

PROJECT:

TO 11/30/2025

**ELKHART MUNICIPAL AIRPORT**  
**BID PACKAGE 'A' TAXILANE; BID PACKAGE 'B' 10 UNIT T-HANGAR**

ITEM SPEC.	DESCRIPTION	QUANTITIES		UNIT	AMOUNT
		THIS ESTIMATE	TO DATE		
<b>BID PACKAGE A - TAXILANE CONSTRUCTION</b>					
<b>General Site Work: Work Outside of Building Footprint</b>					
S1	CE-95-2.1 Production Staking by Contractor		1.00	L.S.	\$7,500.00
S2	M-102-2.1- Maintenance of Traffic		1.00	L.S.	\$3,500.00
S3	C-100 Contractor Quality Control Program	0.50	1.00	L.S.	\$15,000.00
S4	C-105 Mobilization	0.95	1.00	L.S.	\$48,000.00
S5	C-102-5.1 Installation and Removal of Temporary Silt Fence		730.00	L.F.	\$3,650.00
S6	L-108 - 5.1 Trench, Duct Bank or Conduit		200.00	L.F.	\$6,000.00
S7	L-108 - 5.2 Installed in Trench or Plowed-In, Above the Duct Bank		185.00	L.F.	\$4,625.00
S8	L-110-5.1 Electrical Duct Bank, PVC, 2 BK 2"		130.00	L.F.	\$3,250.00
S9	L-110-5.2 Electrical Duct , PVC, 1 BK 3"		45.00	L.F.	\$1,485.00
S10	P-152-4.1 Unclassified Excavation (Waste disposed of on site)		3,996.00	C.Y	\$57,942.00
S11	INDOT 303 Compacted Aggregate, No. 53	225.00	1,300.00	C.Y	\$143,000.00
S12	P-403-8.2 Asphalt Base Course	890.00	890.00	TON	\$124,600.00
S13	P-403-8.1 Asphalt Surface Course	540.00	540.00	TON	\$91,800.00
S14	P-603-5.1 Emulsified Asphalt Tack Coat	470.00	470.00	Gal.	\$1,645.00
S15	P-605-5.1 Asphalt Joint Sealing	500.00	500.00	L.F.	\$3,000.00
S16	P-620-5.1 Pavement Marking, 6 in, Yellow, with Reflective Media			S.F	\$0.00
S17	D-701-5.1 Pipe, Corrugated Aluminum, 12 inch		100.00	L.F.	\$9,500.00
S18	D-752-1.1 12 inch, Pipe End Section		2.00	Ea.	\$5,000.00
S19	F-162-5.2 20' Rolling Cantilever Gate (Black Vinyl Coated)			Ea.	\$0.00
S20	T-901-5.1 Seeding			KSF	\$0.00
<b>Alternate 1 - Mill &amp; Resurface Taxilane</b>					
P1	C-105 Mobilization	1.00	1.00	L.S.	\$500.00
P2	P-101-5.1 Cold Milling, 1.5"	2,650.00	2,650.00	SYL	\$12,587.50
P3	P-403-8.1 Asphalt Surface Course, 1.5"	230.00	230.00	TON	\$37,950.00
P4	P-603 Emulsified Asphalt Tack Coat	320.00	320.00	Gal.	\$1,120.00
P5	P-620-5.1 Pavement Marking, 6 in, Yellow, with Reflective Media	390.00	390.00	S.F.	\$5,850.00
<b>Alternate 2 - remove and Replace Hangar 39 Apron</b>					
P6	C-105 Mobilization		1.00	L.S.	\$3,900.00
P7	P-101-5.2 Pavement Removal	1,150.00	1,150.00	SYL	\$3,611.00
P8	INDOT 303 Compacted Aggregate, No. 53	391.00	391.00	C.Y	\$33,884.06
P9	P-403-8.2 Asphalt Base Course	166.00	166.00	TON	\$23,240.00
P10	P-403-8.1 Asphalt Surface Course	100.00	100.00	TON	\$17,000.00
P11	P-603 Emulsified Asphalt Tack Coat	81.00	81.00	Gal.	\$283.50
<b>BID PACKAGE B - T-HANGAR CONSTRUCTION</b>					
Allow	Utility Electrical Service from Road to Building			DOL	\$1.00
B1	10-Unit Pre-Engineered Building with Bi Fold Doors		1.00	L.S.	\$390,000.00
B2	10-Unit foundations, building erection, and excavation for the	0.1000	1.0000	L.S.	\$470,000.00
B3	10-Unit sub panels, overhead lighting, outlets, door operators,	0.10	0.90	L.S.	\$81,000.00

CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS **CONTRACTOR'S  
PROGRESS  
ESTIMATE**

NEW TECH CORPORATION

NUMBER: 8

PERIOD FROM 10/01/2025

PROJECT:

TO 11/30/2025

**ELKHART MUNICIPAL AIRPORT  
BID PACKAGE 'A' TAXILANE; BID PACKAGE 'B' 10 UNIT T-HANGAR**

The certified payrolls for the period covered by this est. have been submitted & reviewed.  
The Contractor certifies that the wage rates contained therein are not less than the applicable wage rates in the Federal Davis-Bacon wage determination in the contract.

The undersigned Contractor certifies that to the best of the Contractor's knowledge the Work covered by this Payment is Complete in accordance with Contract Documents and all liens on Work from previous Payments have been cleared.

APPROVED Stane Osborne  
CONTRACTOR \_\_\_\_\_  
NEW TECH CORPORATION

Date: 12/9/2025

TOTAL	\$1,610,423.06
RETAINAGE	(\$80,521.15)
BALANCE	\$1,529,901.91
PREVIOUS PAY	\$1,063,526.90
AMOUNT DUE	\$466,375.01
RETAIN THIS ES	(\$24,546.05)

The Engineer certifies that based on site observations and to the Engineer's best knowledge the Work has satisfactorily progressed in accordance with the contract, and the Contractor is entitled to payment of the amount certified by the Contractor.

APPROVED James A. Butler  
ENGINEER \_\_\_\_\_  
BUTLER, FAIRMAN, & SEUFERT, INC.

Date: 12/09/2025

AIP43 PR1F \$290,356.58  
Balance paid locally \$176,018.43

APPROVED  
CITY OF ELKHART BOARD OF AVIATION COMMISSIONERS

Date: 06.24.26

\_\_\_\_\_  
Doug Thorne





City of Elkhart, Indiana  
*the city with a heart*

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**MEMORANDUM**

---

**DATE:** 06/24/26  
**TO:** The Board of Aviation Commissioners  
**FROM:** Andy Jones, Airport Director  
**RE:** IFC/Commemorative Air Force Air Power History Tour visit at EKM, July 20-27, 2026

---

The Airport Director requests authorization for Indiana Flight Center (IFC), in conjunction with the Commemorative Air Force (CAF) (501C3) to host the Air Power History Tour visit at Elkhart Municipal Airport from July 20-27, 2026. The Airport Director also requests the BOAC waive all fuel flowage fees normally charged to IFC that will be used to fuel all CAF aircraft. Pending IFC approval of liability agreement between IFC & the City.

Thank you,

*Andy Jones*

Andy Jones  
Airport Director

Please approve the request for IFC/Commemorative Air Force Air Power History Tour from July 20-27, 2026 and waive the fuel flowage fees for CAF aircraft.

Date 06.24.26  
Approved by City of Elkhart  
Board of Aviation Commissioners

*[Signature]*  
\_\_\_\_\_  
*Bruce J. Shreiner*  
Tom Shoff via Teams (R3)

Approved as to form and legality.

*KD* \_\_\_\_\_



**FUEL FLOW WAIVER AGREEMENT**

This Agreement is made and entered into this 24 day of June 2026, by and between the **City of Elkhart**, Indiana, acting by and through its Board of Aviation Commissioners, 229 South Second Street, Elkhart, Indiana 46516, hereinafter referred to as the "CITY," and Indiana Flight Center 2246 Airport Road, Elkhart, IN 46514 hereinafter referred to as "RECIPIENT."

**WITNESSETH**

WHEREAS, the CITY, through its Board of Aviation Commissioners, desires to improve the quality of life of its residents by increasing activities, programs, and projects that promote activities in the community and at the Elkhart Municipal Airport; and

WHEREAS, the CITY'S Board of Aviation Commissioners desires to support activities, programs and projects that have a positive impact within the community;

WHEREAS, the CITY has determined that RECIPIENT's Activity program for the Commemorative Air Force's B-29/B-24 AirPower History Tour meets the established criteria for the Fuel Flow Waiver (Fee) and desires to waive this activity fee; and

WHEREAS, the RECIPIENT is the Fixed Based Operations provider at the Elkhart Municipal Airport and desires to provide such program to support the community; and

WHEREAS, RECIPIENT desires to financially support the Program and desires to see this Fee waived;

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants contained herein, the parties hereby agree as follows:

1. **PROGRAM DESCRIPTION.**

**Commemorative Air Force's B-29/B-24 Squadron AirPower History Tour visit** - The Recipient aims to make available to the public the opportunity to tour and fly in an historic WWII bomber as well as other historic aircraft. By drawing participants and spectators to the City of Elkhart Municipal Airport, participants will gain significant exposure to programs offered at the Elkhart Municipal Airport. The Recipient shall provide an activity that is designed to bring people into the City to support programs available at the Elkhart Municipal Airport.



2. **GRANT AND REIMBURSEMENT.**

The CITY shall waive RECIPIENT's Fuel Flowage Fee exclusively for use by RECIPIENT in conducting the Program as described in Paragraph 1. RECIPIENT agrees that the Fee waiver shall be used exclusively for Activity purposes.

3. **RECORDS.**

RECIPIENT shall maintain complete and accurate records of all transactions in the course of conducting Programs in accordance with generally accepted accounting principles and sound corporate practice. RECIPIENT shall make such records available for inspection by the CITY or its designated representative at any time upon request. RECIPIENT agrees to submit both Quarterly Reports and a Final Report at the end of the year along with a budget sheet detailing what was actually spent by category.

4. **INSURANCE INDEMNIFICATION.**

RECIPIENT shall obtain and maintain insurance in appropriate amounts and coverage for the activities contemplated by the Program. RECIPIENT shall indemnify and hold CITY harmless for any claims and causes of action, including but not limited to negligence of any employee or agent of the CITY, as well as attorney fees, which may arise out of the Program.

5. **MATERIAL ACTIONS.**

RECIPIENT shall provide the CITY prompt written notice of any material action, suit or proceeding before any court, governmental department, commission, board, bureau, agency, or instrumentality, domestic or foreign, which affects RECIPIENT. RECIPIENT shall provide the CITY prompt written notice of any material change in condition, financial or otherwise, or material transaction that may affect its operations or performance of obligations under this Agreement.

6. **E-VERIFY COMPLIANCE**

Pursuant to Indiana Code § 22-5-1.7-11, RECIPIENT 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. RECIPIENT is further required to execute an affidavit affirming that: (i) it is enrolled and is participating in the E-verify program, and (ii) it does not knowingly employ any unauthorized aliens. In support of the affidavit, RECIPIENT 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 RECIPIENT and delivered to the City's authorized representative.

7. **NONDISCRIMINATION.**

RECIPIENT, its agents, and its employees, shall not discriminate against any person on the basis of race, color, national origin, religion, sex, age, or handicap in discharging the duties and responsibilities of RECIPIENT under this Agreement. RECIPIENT shall at all times comply with all applicable federal and state laws and regulations, including but not limited to the Equal Credit Opportunity Act; the Americans with Disabilities Act; Title VII of the Civil Rights Act of 1964; the Civil Rights Act of 1866; the Pregnancy Discrimination Act; the Equal Pay Act; the Fair Labor Standards Act; the Family and Medical Leave Act; the Indiana Civil Rights Act; Vietnam Veterans Reemployment Act; the Occupational Safety and Health Act; the Employee Polygraph and Protection Act.

8. **FAILURE TO PERFORM OBLIGATIONS.**

In the event that RECIPIENT is unable to perform its obligations under this Agreement for any reason, RECIPIENT shall give prompt notice to the CITY of its inability to perform and the reasons therefore. In the event that RECIPIENT is unable to perform its obligations due to war, strike, fire, explosion, sabotage, accident, casualty, governmental law or regulation or any other cause beyond the reasonable control of RECIPIENT, such failure to perform may be deemed an excusable default by the CITY. In the event RECIPIENT is unable to perform its obligations, RECIPIENT shall promptly refund all Economic Development Funds provided under the terms of this Agreement, unless the CITY otherwise agrees in writing.

9. **TERM.**

This Agreement shall be effective from July 20, 2026, through July 27, 2026 and shall continue in effect unless extended by written agreement of the parties or terminated as provided herein.

10. **TERMINATION.**

The CITY may, at any time, with or without cause, terminate this Agreement. Termination of this Agreement shall be effective immediately upon delivery of written notice to the undersigned



or any person acting in the capacity of the undersigned. In the event of termination, RECIPIENT shall immediately return to the CITY any Funds received by RECIPIENT but not expended by RECIPIENT for Program purposes.

11. **NO THIRD PARTY BENEFICIARY.**

This Agreement shall not be construed to create in any person or entity not a party hereto or specifically named herein, any right, claim, benefit or defense with respect to the parties, or in any party claiming by through or under either of them, with respect to any loss, cost, damage, claim or cause of action arising under or pursuant to the terms of this Agreement.

12. **BINDING NATURE AND ASSIGNMENT.**

This Agreement shall be binding upon the parties hereto, their respective assigns, representatives and successors in interest. However, this Agreement shall not be assigned by either party without the written consent of the other party.

13. **ENFORCEABILITY.**

This Agreement shall be construed and applied in such a manner as to maximize the enforceability of any provision. In the event that any provision of this Agreement, in whole or in part (or the application of any provision to a specific situation) is held to be invalid or unenforceable, if possible such provision shall be deemed rewritten and revised in a manner which eliminates the offending language but maintains the overall intent, in context of the Agreement. Provided, however, if that is not possible, the offending language will be deemed removed and the Agreement will otherwise remain effective and enforceable.

14. **ENTIRE AGREEMENT.**

This Agreement represents the entire understanding of the parties, and no modification hereof or addition hereto shall be binding upon the parties hereafter unless executed in writing by both CITY and RECIPIENT.

15. **ADDRESSES.**

Whenever written notice is required by this Agreement, such notice shall be deemed given when sent by certified mail to the parties at the addresses provided below:



**"CITY"**

Board of Aviation  
Commissioners  
229 S. Second St.  
Elkhart, IN 46516

**"RECIPIENT"**

Indiana Flight Center  
2246 Airport Road  
Elkhart, IN 46514

With a copy to:

Corporation Counsel  
City of Elkhart  
229 South Second Street  
Elkhart, Indiana 46516

16. **AUTHORITY.**

Each individual executing this Agreement on behalf of a party warrants that he or she is authorized to do so and that this Agreement will constitute the binding obligation of the party which he or she represents.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date set forth above.

RECIPIENT:

Indiana Flight Center

By: 

Ryan Sherwood, General Manager

CITY:

By Board of Aviation Commissioners



W. Douglas Thorne



## LICENSE AND INDEMNIFICATION AGREEMENT

The City of Elkhart, an Indiana municipal corporation, whose address is 229 S. Second Street, Elkhart, Indiana 46514 (“Licensor”), and Indiana Flight Center, an Indiana Domestic For Profit Corporation, whose address is 2246 Airport Road, Elkhart IN, 46514 (jointly, “Licensee”), enter into this Agreement upon the following terms:

1. Background. Licensor, The City of Elkhart, is the owner of real property located at 1211 County Road 6, Elkhart, Indiana 46514. Licensee has requested, and Licensor is willing to grant, Licensee a temporarily revocable license to host a Commemorative Air Force B-29/B-24 Airpower History Tour Visit at the Elkhart Municipal Airport on Licensor’s property.,
2. Grant of the License. The limited purpose of the license is to allow Licensee to host the above referenced event at the City of Elkhart Municipal Airport from Monday, July 20 through July 27, 2026 (the “AirPower Event”).
3. Repairs and Maintenance. Licensee covenants to return Licensor’s property to its pre-licensing condition upon conclusion of the AirPower Event, held July 20 through July 27, 2026.
4. Indemnification and Waiver. Licensee agrees to indemnify the Licensor against any claims, actions, damages, liability, arising by reason of Licensee’s use of the land or this license, including any claims arising against Licensor by reason of person entering upon Licensor’s described property (whether invited or uninvited) who enter Licensor’s property as a result of the attending the AirPower event. Licensee also waives any right of recovery it may have, now or later, against the Licensor for any loss or damage arising out of this license or the use of the property.
5. Duty to Defend. Licensee further agrees that it has the Duty to Defend Licensor and a Duty to Indemnify and save and hold Licensor harmless from any and all claims, demands, judgments, losses, fines, penalties, costs, expenses, and attorneys’ fees for damages to persons or property, or for loss of life arising from Licensee’s holding of the AirPower Event which may occur upon Licensor’s property, whether occurring inside of or outside of the designated display area as well as Licensor’s common areas or licensed areas, including but not limited to the Licensor’s Administration Building or any hangar space made available for the AirPower Event.
6. Insurance. Licensee represents that each Licensee or participant has adequate insurance coverage for the above-described AirPower Event to cover any losses incurred by Licensor as a result of the AirPower Event or any other who may hold a claim which may arise in keeping with the obligation of this License and Indemnification Agreement
7. Revocation. This License Agreement may be revoked by Licensor at any time, upon written notice to Licensee at the addresses below.
8. Limitation of Indemnification Agreement. Nothing in this License and Indemnification Agreement is intended to limit or modify the duty of indemnification which exists between City of Elkhart and the Indiana Flight Center in each respective party’s agreement with the other.
9. Effective Date. This License Agreement shall become effective when all the parties listed below have signed this Agreement.



LICENSOR:

LICENSEE:

City of Elkhart Board of Aviation Commissioners Indiana Flight Center

By:   
\_\_\_\_\_

W. Douglas Thorne President

Dated: June, 24, 2026

By:   
\_\_\_\_\_

Ryan Sherwood, General Manager

Dated: June, 24, 2026

Approved by:

Kevin Davis, No. 31004-71  
Deputy City Attorney  
City of Elkhart, Department of Law  
229 S. Second St  
Elkhart, IN 46516  
574-293-9058  
[kevin.davis@cityofelkhartin.gov](mailto:kevin.davis@cityofelkhartin.gov)





COMMEMORATIVE  
AIR FORCE

## Proposal for the Commemorative Air Force's B-29/B-24 Squadron AirPower History Tour visit to South Elkhart Municipal Airport (KEKM) on July 20 - 27, 2026

The Commemorative Air Force's B-29/B-24 Squadron plans to bring the AirPower History Tour to the Elkhart Municipal Airport featuring the B-29 Superfortress *FIFI*. This aircraft is a national treasure and represents a significant piece of American History.

**Event Highlights:** *FIFI* is one of two airworthy B-29s, and the CAF has been operating her for more than 50 years. The CAF B-29/B-24 Squadron has been touring *FIFI* around the nation, bringing history to life by offering the public a chance to tour and fly in historic WWII bomber, as well as other historic WWII aircraft.

The CAF aircraft planned for this event are: **B-29 Superfortress *FIFI***, AT-6 Texan, PT-13 Stearman, and RC-45J Twin Beech, as well as other local CAF aircraft as available and agreed upon. The AirPower History Tour offers static display, tours, and ride flights to the general public. The Commemorative Air Force is a 501(C)3 non-profit educational museum. Our mission is to Honor, Educate and Inspire!

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### General Information:

<b>Dates Arrive/Depart</b>	Arrive Monday, July 20 (mid-morning/noon), depart Monday, July 27, 2026 (mid-morning)
<b>Dates/Hours</b>	Wednesday through Sunday, July 22 - 26, 2026 Gate will open to public from 9am to 5pm each day
<b>Gate Access</b>	The B-29/B-24 Squadron will continuously staff the gate to the ramp area during the hours of operation.
<b>Gate Fees</b>	\$20 for adults, \$10 for ages 11-17, free for children 10 and under, WWII, and Korean War Veterans. This is a per day fee, indicated by a handstamp.



<b>Ride Flights</b>	All rides booked thru the <a href="http://www.AirPowerTour.org">www.AirPowerTour.org</a> website or at the onsite ride desk. B-29 rides are scheduled for Saturday and Sunday morning, all other aircraft fly rides throughout the day, Wednesday through Sunday.
<b>Aircraft Tours</b>	The B-29 will be available for aircraft tours (bomb bay and cockpit) each day 9am to 5pm Wednesday through Friday, and in the afternoon following the ride flights on Saturday and Sunday.
<b>PX/Ride Desk</b>	Indiana Flight Center/Elkhart Municipal Airport agree to allow the CAF B-29/B-24 PX trailer/pop-up tent and Ride Desk to be stationed near the airplanes' parking location. The space required is approximately 40 feet. It is preferred to have this on the ramp near the aircraft. If that is not possible, it should be placed as close as possible to the entry gate to the ramp.
<b>Public Parking</b>	1211 County Road 6 W, Elkhart, IN 46514
<b>FBO Access</b>	Flight crews will have access to the FBO/Administration Building as necessary.
<b>TSA/Crowd Control</b>	B-29/B-24 Squadron and FBO will cordon off the ramp area designated for CAF use and assure all persons remain in the designated areas.
<b>Fire Extinguishers</b>	Onboard aircraft fire extinguishers are always available. It is preferable to use airport ARFF or larger portable or wheeled fire extinguishers, if available on site.
<b>Fuel – 100 LL</b>	Fuel will be purchased from Indiana Flight Center. Depending on ride flight demand, approximately 1,000-1,500 gallons is expected to be purchased. As a non-profit, IFC will provide fuel at the discounted tenant rate.
<b>Hangar Space</b>	Indiana Flight Center/Elkhart Municipal Airport will provide hangar space for the PT-13 Stearman at no cost to the CAF and it is greatly appreciated for the T-6, if available. We understand that hangars are limited and appreciate any assistance in finding hangar space if Indiana Flight Center/Elkhart Municipal Airport cannot accommodate the aircraft.



**Landing/Ramp Fees** It is important as a 501(c)3 organization that costs are contained as best as possible. Landing and ramp fees will be waived with the fuel purchase serving as an offset.

**Hotels & Cars:** Will be provided by CAF.

**Portable Restrooms** Guests may use the restrooms in the Administration Building adjacent to the north ramp.

**Food Sales** Indiana Flight Center/Elkhart Municipal Airport is welcome to provide or coordinate food vendors of their choosing if desired. Food trucks often work best.

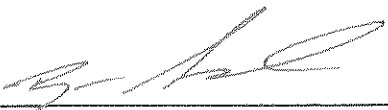
**Insurance** A COI can be provided with the airport named as an additional insured.

**Marketing** The squadron will promote the event, including press releases, prominent display of ads on [www.AirPowerTour.org](http://www.AirPowerTour.org) website, on Facebook, and other social media. Marketing by Indiana Flight Center/Elkhart Municipal Airport is also welcomed and greatly appreciated.

**B-29/B-24 Squadron Representative:** Steve Schapiro  
 steveschapiro@mac.com  
 773-852-8592

**Acceptance:**

Thank you for your consideration and willingness to host the CAF B-29/B-24 Squadron AirPower History Tour. Please sign and return this proposal as your acceptance of these terms. We look forward to working with you to help make this a great event.

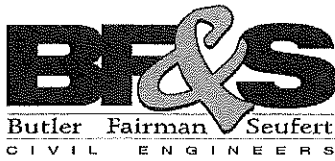
  
 \_\_\_\_\_  
 Ryan Sherwood, Manager  
 Indiana Flight Center  
 Elkhart Municipal Airport

  
 \_\_\_\_\_  
 Steve Schapiro, Tour Planner  
 CAF B-29/B-24 Squadron

6.24.2026  
 \_\_\_\_\_  
 Date

6/16/26  
 \_\_\_\_\_  
 Date





**ELKHART MUNICIPAL AIRPORT  
ENGINEER REPORT/AGENDA**

**June 24, 2026**

**4:00 p.m.**

**ACTION ITEMS FOR BOAC MEETING**

- 1) Motion to approve AIP-40 Partial Pay Request 11 Final Closeout for the Construct 10-Unit T-Hangar Building - Construction, Phase 2/4; T-Hangar South Taxilane - Construction, Phase 2/4 in the amount of \$101,443.52 (FAA \$91,300, State \$5,072.17, Local \$5,071.35) covers BF&S Invoice 112640, BF&S Invoice 112883, and New Tech Progress Estimate 7 (Partial).  
New Tech Progress Estimate 7 in the amount of \$190,475.00 – Approved by BOAC November 2025
- 3) Motion to approve AIP-40, BF&S invoice 112640 in the amount of \$3,200.00
- 4) Motion to approve AIP-40, BF&S invoice 112883 in the amount of \$13,000.00
  
- 5) Motion to approve AIP-41 Partial Pay Request 3 Final Closeout for the Construct 10-Unit T-Hangar Building - Construction, Phase 3/4; T-Hangar South Taxilane - Construction, Phase 3/4 in the amount of \$30,589.11 (FAA \$29,060, State \$764.72, Local \$764.39) covers New Tech Progress Estimate 7 (Partial).
  
- 6) Motion to approve AIP-43 Partial Pay Request 1 Final Closeout for the Construct 10-Unit T-Hangar Building - Construction, Phase 4/4; T-Hangar South Taxilane - Construction, Phase 4/4 in the amount of \$305,998.95 (FAA \$290,699, State \$7,649.97, Local \$7,649.98) covers New Tech Progress Estimate 7 (Final Balance this estimate) and New Tech Progress Estimate No. 8 (Partial to Grant Max).  
New Tech Progress Estimate 8 in the amount of \$466,375.01 – Approved by BOAC January 2026
  
- 8) Consideration of the professional services project work order No. 3 for the INDOT 2026 Pavement Maintenance Grant (75% INDOT / 25% Elkhart) program, to prepare a quote package for procurement of crack sealing and painting on Taxiway B.
  
- 9) Motion to approve AIP-42 Partial Pay Request 2 for the Rehabilitate Runway 18-36 Pavement Construction in the amount of \$560,334.00 (FAA \$532,317.00, State \$14,008.35, Local \$14,008.65) covers BF&S Invoice 112641 and Milestone Progress Estimate No. 1.
- 10) Motion to approve AIP-42, BF&S invoice 112641 in the amount of \$22,396.50
- 11) Motion to approve AIP-42, Milestone Progress Estimate No. 1 in the amount of \$537,937.50

**ACTIVE GRANT SUMMARY**

- 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 100% complete with a remaining balance of \$0.
- 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 100% Complete with a balance of \$0
- AIP 3-18-0018-042 "Rehabilitate Runway 18/36, Construction" – Total \$2,031,304.21. FAA \$1,929,739.00, State \$50,782.00, Local \$50,783.00, Grant is now 28.26% Complete with a balance of \$1,457,255.71
- AIP 3-18-0018-043 "T-Hangar and Taxilanes" Phase 4 – Total \$305,998.95, FAA \$290,699.00, State \$7,649.97, Local \$7,649.98. Grant is now 100% Complete with a balance of \$0

**BF&S PROJECT UPDATES**

1. Runway 18-36 Pavement Rehabilitation
  - Milestone is complete except for grooving and final paint which has to wait for the asphalt to cure for 30 days.



2. T-hangar/Taxilane design project.
  - The project is substantially complete.
  - Final pay applications are being held until the punch list is satisfied.
  - The final walk through with INDOT took place on 6/16/26
3. Runway 9-27 Joint Rehabilitation project
  - The joint sealing is complete.
  - The RWY 9-27 repainting work is pending reschedule currently.
4. Land Acquisition for Runway 27 Approach Protection.
  - Easement documents are being drafted.
5. INDOT State/Local Program – now live! See additional below.
  - \$100,000 state \$ limit (total project is \$133,333.33) 75%/25%
  - Up to 15% of total project for consultant fees
  - Pre-approval was received from INDOT on 6/12/26 for the Taxiway B Crack Sealing and Painting; preapproval form as submitted is attached
  - Applications – Accepted starting 7/15/26 – We need to solicit quotes by then.
  - Application Deadline – 12/31/26



## BOARD OF AVIATION COMMISSIONERS MEETING

### CALL TO ORDER

I'M CALLING THE BOARD OF AVIATION COMMISSIONERS MEETING TO ORDER FOR JUNE 24, 2026 AT 4PM

### BOAC ATTENDANCE ROLL CALL

KAREN, CAN YOU DO A ROLL CALL?

WE HAVE A QUORUM, LET'S MOVE ON TO APPROVAL OF TODAY'S AGENDA

### APPROVAL OF TODAY'S AGENDA

DO WE HAVE A MOTION TO APPROVE TODAY'S AGENDA?

DO WE HAVE A SECOND MOTION TO APPROVE TODAY'S AGENDA?

ARE THERE ANY QUESTIONS?

### APPROVAL OF TODAY'S AMENDED AGENDA

REQUEST TO AMEND TODAY'S AGENDA TO INCLUDE APPROVAL OF THE COMMEMORATIVE AIR FORCE AIR POWER HISTORY TOUR STOP AGREEMENT, SECTION 7, LETTER K

DO WE HAVE A MOTION TO AMEND TODAY'S AGENDA?

DO WE HAVE A SECOND MOTION TO AMEND TODAY'S AGENDA?

ARE THERE ANY QUESTIONS?

KAREN, PLEASE DO A ROLL CALL VOTE

### PREVIOUS MEETING MINUTES

DO WE HAVE A MOTION TO APPROVE THE MINUTES FROM THE MAY 27, 2026 BOAC MEETING?

DO WE HAVE A SECOND MOTION?

ARE THERE ARE QUESTIONS?

KAREN, PLEASE DO A ROLL CALL VOTE

THE MOTION TO APPROVE THE MINUTES FROM THE MAY 27, 2026 BOAC MEETING PASSES

### CLAIMS

DO WE HAVE A MOTION TO APPROVE THE CLAIMS & ALLOWANCES DOCKET IN THE AMOUNT OF \$75,263.94, AS PRINTED ON 06/22/26 at 9:38 AM, AND CONSISTING OF 5 PAGES?

DO WE HAVE A SECOND MOTION?

ARE THERE ANY QUESTIONS?

KAREN, PLEASE DO A ROLL CALL VOTE

THE MOTION TO APPROVE THE CLAIMS IN THE AMOUNT OF \$75,263.94 PASSES. LET'S MOVE ON TO THE AIRPORT DIRECTOR'S REPORT



NEW BUSINESS

✓ THE FIRST ITEM ON THE AGENDA IS THE T-HANGAR 35 NEW LEASE RATIFICATION  
DO WE HAVE A MOTION?  
DO WE HAVE A SECOND?  
ANDY, PLEASE EXPLAIN THIS AGENDA ITEM  
ARE THERE ANY QUESTIONS?  
KAREN, PLEASE DO A ROLL CALL VOTE  
THE MOTION TO APPROVE THE T-HANGAR 35 NEW LEASE RATIFICATION PASSES

✓ THE NEXT ITEM ON THE AGENDA IS THE T-HANGAR 77 NEW LEASE RATIFICATION  
DO WE HAVE A MOTION?  
DO WE HAVE A SECOND?  
ANDY, PLEASE EXPLAIN THIS AGENDA ITEM  
ARE THERE ANY QUESTIONS?  
KAREN, PLEASE DO A ROLL CALL VOTE  
THE MOTION TO APPROVE THE T-HANGAR 77 NEW LEASE RATIFICATION PASSES

✓ THE NEXT ITEM ON THE AGENDA IS THE AIP-40 FAA & STATE REIMBURSEMENTS TO  
EKM IN THE TOTAL AMOUNT OF \$96,300.00 WITH \$91,300.00 COMING FROM THE FAA  
& \$5,072.17 COMING FROM THE STATE, WITH THE LOCAL SHARE PAYMENT OF  
\$5,071.35  
DO WE HAVE A MOTION?  
DO WE HAVE A SECOND?  
PAUL OR ANDY, PLEASE EXPLAIN THIS AGENDA ITEM  
ARE THERE ANY QUESTIONS?  
KAREN, PLEASE DO A ROLL CALL VOTE  
THE MOTION TO APPROVE THE AIP-40 FAA & STATE REIMBURSEMENTS OF \$96,300.00  
AND LOCAL MATCH PAYMENT OF \$5,071.35 PASSES

✓ THE NEXT ITEM ON THE AGENDA IS THE AIP-40 BF&S INVOICE IN THE AMOUNT OF  
\$3,200.00  
DO WE HAVE A MOTION?  
DO WE HAVE A SECOND?  
PAUL OR ANDY, PLEASE EXPLAIN THIS AGENDA ITEM  
ARE THERE ANY QUESTIONS?  
KAREN, PLEASE DO A ROLL CALL VOTE  
THE MOTION TO APPROVE THE AIP-40 BF&S INVOICE IN THE AMOUNT OF \$3,200.00  
PASSES



✓ THE NEXT ITEM ON THE AGENDA IS THE AIP-40 BF&S INVOICE IN THE AMOUNT OF \$13,000.00  
DO WE HAVE A MOTION?  
DO WE HAVE A SECOND?  
PAUL OR ANDY, PLEASE EXPLAIN THIS AGENDA ITEM  
ARE THERE ANY QUESTIONS?  
KAREN, PLEASE DO A ROLL CALL VOTE  
THE MOTION TO APPROVE THE AIP-40 BF&S INVOICE IN THE AMOUNT OF \$13,000.00  
PASSES

✓ THE NEXT ITEM ON THE AGENDA IS THE AIP-41 FAA & STATE REIMBURSEMENTS TO EKM IN THE TOTAL AMOUNT OF \$29,824.72 WITH \$29,060.00 COMING FROM THE FAA & \$764.72 COMING FROM THE STATE, WITH THE LOCAL SHARE PAYMENT OF \$764.39  
DO WE HAVE A MOTION?  
DO WE HAVE A SECOND?  
PAUL OR ANDY, PLEASE EXPLAIN THIS AGENDA ITEM  
ARE THERE ANY QUESTIONS?  
KAREN, PLEASE DO A ROLL CALL VOTE  
THE MOTION TO APPROVE THE AIP-41 FAA & STATE REIMBURSEMENTS OF \$29,824.72 AND LOCAL MATCH PAYMENT OF \$764.39 PASSES

✓ THE NEXT ITEM ON THE AGENDA IS THE AIP-42 BF&S INVOICE IN THE AMOUNT OF \$22,396.50.  
DO WE HAVE A MOTION?  
DO WE HAVE A SECOND?  
PAUL OR ANDY, PLEASE EXPLAIN THIS AGENDA ITEM  
ARE THERE ANY QUESTIONS?  
KAREN, PLEASE DO A ROLL CALL VOTE  
THE MOTION TO APPROVE THE AIP-42 BF&S INVOICE IN THE AMOUNT OF \$22,396.50  
PASSES, PENDING APPROPRIATION APPROVAL FROM THE COMMON COUNCIL

✓ THE NEXT ITEM ON THE AGENDA IS THE AIP-42 FAA & STATE REIMBURSEMENTS TO EKM IN THE TOTAL AMOUNT OF \$546,325.35 WITH \$532,317.00 COMING FROM THE FAA & \$14,008.35 COMING FROM THE STATE, WITH THE LOCAL SHARE PAYMENT OF \$14,088.65.  
DO WE HAVE A MOTION?  
DO WE HAVE A SECOND?  
PAUL OR ANDY, PLEASE EXPLAIN THIS AGENDA ITEM  
ARE THERE ANY QUESTIONS?  
KAREN, PLEASE DO A ROLL CALL VOTE  
THE MOTION TO APPROVE THE AIP-42 FAA & STATE REIMBURSEMENTS OF \$546,325.35 AND LOCAL MATCH PAYMENT OF \$14,088.65 PASSES, PENDING APPROPRIATION APPROVAL FROM THE COMMON COUNCIL.



✓ THE NEXT ITEM ON THE AGENDA IS THE AIP-42 INVOICE FOR MILESTONE CONTRACTORS IN THE AMOUNT OF \$537,937.50.  
DO WE HAVE A MOTION?  
DO WE HAVE A SECOND?  
PAUL OR ANDY, PLEASE EXPLAIN THIS AGENDA ITEM  
ARE THERE ANY QUESTIONS?  
KAREN, PLEASE DO A ROLL CALL VOTE  
THE MOTION TO APPROVE THE AIP-42 INVOICE FOR MILESTONE CONTRACTORS IN THE AMOUNT OF \$537,937.50 PASSES, PENDING APPROPRIATION APPROVAL FROM THE COMMON COUNCIL.

✓ THE NEXT ITEM ON THE AGENDA IS THE AIP-43 FAA & STATE REIMBURSEMENTS TO EKM IN THE TOTAL AMOUNT OF \$298,348.97 WITH \$290,699.00 COMING FROM THE FAA & \$7,649.97 COMING FROM THE STATE, WITH THE LOCAL SHARE PAYMENT OF \$7,649.98.  
DO WE HAVE A MOTION?  
DO WE HAVE A SECOND?  
PAUL OR ANDY, PLEASE EXPLAIN THIS AGENDA ITEM  
ARE THERE ANY QUESTIONS?  
KAREN, PLEASE DO A ROLL CALL VOTE  
THE MOTION TO APPROVE THE AIP-43 FAA & STATE REIMBURSEMENTS OF \$298,348.97 AND LOCAL MATCH PAYMENT OF \$7,649.98 PASSES.

✓ THE LAST ITEM ON THE AGENDA IS THE IFC/COMMEMORATIVE AIR FORCE AIR POWER HISTORY TOUR VISIT AT EKM, JULY 20-27, 2026 & WAIVER OF FUEL FLOWAGE FEES.  
DO WE HAVE A MOTION?  
DO WE HAVE A SECOND?  
ANDY, PLEASE EXPLAIN THIS AGENDA ITEM  
ARE THERE ANY QUESTIONS?  
THE MOTION TO APPROVE THE IFC/COMMEMORATIVE AIR FORCE AIR POWER HISTORY TOUR & WAIVER OF FUEL FLOWAGE FEES PASSES.

NEXT I'LL OPEN COMMENTS FOR PRIVILEGE OF THE FLOOR

*Phil Lux*

DO WE HAVE A MOTION TO ADJOURN?  
DO WE HAVE A SECOND?  
MEETING TO ADJOURN PASSES  
MEETING IS ADJOURNED AT 5:00 PM

