

FRANKFORT CITY-COUNTY AIRPORT AUTHORITY

Frankfort Dow Memorial Field
650 Airport Road, Frankfort, Michigan 49635

REGULAR MEETING

6:00 p.m., Thursday, Mar. 26, 2026

Call to Order: The meeting was called to order at 6 p.m., by Chairman Coury Carland.

Roll Call: Coury Carland, David Spragens, Lyle VanPeeren, Steve Koppin, Christy Trigg, and Brady Olsen were present, constituting a quorum. Erik Pekrul and Sue Webber were absent.

Others present: Airport Manager Brooke Popp and FCCAA Secretary Keelee Beaudet.

Adoption of agenda: Motion by Koppin to approve the agenda as amended to include 10b Office Lease. Spragens supported. All ayes. Motion approved.

Approval of Feb. 26, 2026, FCCAA meeting minutes: Motion by Trigg to approve minutes as presented. Olsen supported. All ayes. Motion approved.

Public Comments: none.

Correspondence:

- **State Fire Marshall Facility Inspection Report:** The Triennial Inspection was conducted.
- **Department of Treasury:** The audit report has been received for the fiscal year 2025.

Financial Reports:

Reports were presented including a Statement of Net Assets, Statement of Activity, Budget vs. Actual, Check Detail Report, and AV Fuel reports. **Motion by VanPeeren to accept the reports. Trigg supported. All ayes. Motion approved.**

Motion by Olsen to approve check numbers 3972 through 3980, AV EFT 2, EFT, EFT7-EFT12, EFT CC2, EFT VISA2 for a total of \$14,363.57. Spragens supported. Roll call: Koppin, yes; Carland, yes; Spragens, yes; VanPeeren, yes; Olsen, yes; Trigg, yes. Motion approved.

Airport Manager Report: Popp provided report on current, completed, and potential projects. There will be a Young Eagles event May 2026.

Old Business:

- **2026-2027 FCCAA General Appropriations Resolution:** A resolution to establish a general appropriations act for the FCCAA and to define the powers and duties of the Authority in relation to the administration of the budget. **Motion by Trigg to approve the Resolution. Koppin supported. Roll call: Carland, yes; Olsen, yes; Spragens, yes; VanPeeren, yes; Koppin, yes; Trigg, yes. Motion approved.**
- **Strategic Plan:** Mission and vision statements discussed. Authority will revisit in April.

New Business:

- **No Trespass Policy:** Persona Non Grata and No Trespass Policy. **Trigg motioned to adopt the Policy. Supported by Olsen. Roll call: VanPeeren, yes; Spragens, yes; Koppin, yes; Trigg, yes; Olsen, yes; Carland, yes. Motion approved.**
- **Office Lease:** Carland motioned to approve a \$225.00 per month lease rate for FKS terminal office space. **Supported by VanPeeren. Roll call: Carland, yes; Koppin, yes; Olsen, yes; Spragens, yes; VanPeeren, yes; Trigg, yes. Motion approved.**

Public Comment: none.

FCCAA Member Comments: none.

Adjournment: The next meeting of the FCCAA will be 6 p.m., Thu., Apr. 23, 2026.

Carland moved to adjourn the meeting at 7:02 p.m. Olsen supported. All ayes. Motion approved.

Respectfully Submitted,
Keelee Beaudet
FCCAA Secretary