

FRANKFORT CITY-COUNTY AIRPORT AUTHORITY

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

REGULAR MEETING

6:00 p.m., Thursday, October 23, 2025

Call to Order: The meeting called to order at 6:00 p.m. by Chairman Coury Carland.

Roll Call: Coury Carland, David Spragens, Eric Pekrul, Brady Olsen, Ken Laurence, and Sue Webber were present, constituting a quorum. Steve Koppin was absent.

Others present: Benzie County Treasurer Kelly Long, Allen Popp, Airport Manager Brooke Trentham Popp, and Lyle VanPeeren.

Adoption of agenda: Webber motioned to approve the agenda as presented. Laurence supported. All ayes. Motion approved.

Approval of Sept. 25, 2025, FCCAA regular meeting minutes: Olsen motioned to approve the minutes as presented. Spragens supported. All ayes. Motion approved.

Approval of Oct. 9, 2025, FCCAA special meeting minutes: Olsen motioned to approve the minutes as presented. Laurence supported. All ayes. Motion approved.

Public Comments: None.

Correspondence: Michigan Infrastructure Office Technical Assistance Center offer assistance for FAA Airport Terminals Program.

Financial Reports: Long presented Sept. Statement of Net Assets and Activities Reports, Check Detail Report, and AV Fuel Inventory Reports.

Olsen motioned to approve the Sept. Check Detail Report for check numbers 3918 to 3920, EFT #1 to EFT #17, EFT102, EFT AV FUEL, EFT VISA, for a total of \$28,528.11.

Spragens supported. Roll call: Carland, yes; Spragens, yes; Webber, yes; Olsen, yes; Pekrul, yes; Laurence, yes. Motion approved.

Airport Manager Report: Popp shared the status of multiple ongoing projects. She shared PlanePass data and feedback from airport users. Popp inquired about an FKS strategic plan and board agreed to begin the process.

Carland motioned to discontinue internet and VoIP with current vendor and accept proposal from Cherry Capital Communications, provided no cost for installation.

Pekrul supported. Roll call: Carland, yes; Spragens, yes; Webber, yes; Olsen, yes; Pekrul, yes; Laurence, yes. Motion approved.

Old Business: None.

New Business: None.

Public Comments: None.

FCCAA Member Comments: Carland shared recent experience with an airport user and reiterates the importance of a courtesy car. VanPeeren shared his positive experiences. Webber would like to see youth outreach. Spragens provided an update on the township master plan status.

Adjournment: Olsen moved to adjourn the meeting at 6:33 p.m. Carland supported. All ayes. Motion approved. The next FCCAA meeting will be at 6:00 p.m., Thu., Nov. 20, 2025.

Respectfully submitted,
Brooke Trentham Popp, Airport Manager