FRANKFORT CITY-COUNTY AIRPORT AUTHORITY
Frankfort Dow Memorial Field
650 Airport Road, Frankfort, Michigan 49635

REGULAR MEETING
6:00 p.m., Thursday, Sept. 25, 2025

Call to Order: Meeting called to order at 6:00 p.m. by Chair Coury Carland.

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

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

Adoption of agenda: Laurence moved to approve the amended agenda adding Arrow Energy correspondence. Supported by Pekrul. All ayes. Motion approved.

Approval of Aug. 28, 2025, FCCAA meeting minutes: Koppin moved to approve the meeting minutes as presented. Supported by Webber. All ayes. Motion approved.

Public Comments: None.

Correspondence:

- **MasTec Consent Form- Webber moved to approve Carland to sign the MasTec consent form allowing AT&T to replace or add equipment to the FKS tower. Supported by Koppin. All ayes. Motion approved.**
- **Arrow Energy-** Arrow Energy provided a price quote per gallon of 100LL AV fuel.

Financial Reports: Long presented the following reports**:** A Statement of Net Assets, Budget v. Actual Report, and a Check Detail Report for Aug. 2025; AV Fuel Inventory Reports for July and Aug. 2025, and FY 2024-2025 Budget Amendments.

Motion made by Spragens to approve the Aug. 2025 Check Detail Report for check numbers 3913 to 3917, 3921 and 3922, EFT1 to EFT17, EFT150, EFT VISA, and EFT AV, totaling $71,959.82. Supported by Koppin. Roll call: Carland, yes; Spragens, yes; Koppin, yes; Laurence, yes; Webber, yes; Olsen, yes; Pekrul, yes. Motion approved.

Motion made by Pekrul to approve FY July 1, 2024, to Sept. 30, 2025, budget amendments as follows: Increase 752.000 by $2,000.00, increase 803.000 by $12,000.00, increase 804.000 by $4,000.00, increase 828.000 by $15,000.00, increase 924.000 by $2,300.00, increase 967.000 by $4,000.00, increase 955.000 by $1,700.00 and decrease 970.000 by $41,000.00. Supported by Laurence. Roll call: Pekrul, yes; Carland, yes; Laurence, yes; Olsen, yes; Koppin, yes; Spragens, yes; Webber, yes. Motion approved.

Airport Manager Report: Popp expanded upon her Airport Manager Report for Sept. She suggested selling advertising space FKS for an additional revenue opportunity. Popp asked the board to consider hiring additional people for plowing and other airport related tasks.

Motion made by Carland to give Popp authority to hire or remove non-family members. Supported by Olsen. All ayes. Motion approved.

Old Business:

- **RWY 15 Obstruction Removal-** Discussion of reducing scope of project due to financial constraints. Board consensus to remove current and future obstructions to meet MDOT standards and to be eligible for a non-provisional general airport license.

New Business:

- **Extraordinary Bond Redemption- Laurence moved to approve an extraordinary redemption of $250,000.00. Supported by Pekrul. Carland, yes; Laurence, yes; Spragens, yes; Koppin, yes; Webber, yes; Olsen, yes; Pekrul, yes. All ayes. Motion approved.**

Public Comments: None.

FCCAA Member Comments: Carland shared that he participated in Michigan's Liberty Hunt and tagged an 8-point deer.

Adjournment: The next FCCAA meeting will be 6:00 p.m., Thursday Oct. 23, 2025.

Carland moved to adjourn the meeting at 6:45 p.m. Pekrul supported. All ayes. Motion approved.

Respectfully submitted,
Brooke Trentham Popp, Airport Manager