

FRANKFORT CITY-COUNTY AIRPORT AUTHORITY

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

REGULAR MEETING

6:00 p.m., Thursday, November 20, 2025

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

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

Others present: Benzie County Treasurer Kelly Long, Airport Manager Brooke Popp, Lyle VanPeeren, Allen Popp, Sue Wilson, Christina Trigg, and Keelee Beaudet.

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

Approval of Oct. 23, 2025, FCCAA meeting minutes: Spragens motioned to approve Oct. 23, 2025, minutes as presented. Motion supported by Koppin. All ayes. Motion approved.

Public Comments: None.

Correspondence: None.

Financial Reports: Oct. 2025 Statement of Net Assets, Statement of Activity, and Check Detail Report, were presented by Long.

Spragens motioned to approve the Check Detail Report for check numbers 3928 through 3940, EFT MI, EFT1-EFT17, EFT AV 1, EFT AV 2, EFTPS, and EFT VISA payments, totaling \$22,664.48. Koppin supported. Roll call: Koppin, yes; Carland, yes; Spragens, yes; Webber, yes. Motion approved.

Airport Manager Report: Popp stated the Pines avigation obstruction removal is near completion as is the hangar meter consolidation project. The AV fuel farm received service. The terminal has fiber internet. A new crew car is being sought. Townships are lawfully responsible for planning and zoning. Airports can assist but cannot pay township costs (known by the FAA as revenue diversion).

Old Business: None.

New Business: Strategic Plan- Stakeholders identified and process schedule complete. A summary of the 2025-2030 ACIP and 2014 ALP shared.

Public Comments: Allen Popp praised the Airport Authority and the Airport Manager for their continued hard work.

FCCAA Member Comments: None

Adjournment: Carland moved to adjourn the meeting at 6:49 p.m. Spragens supported. All ayes. Motion approved. The next FCCAA meeting will be 6:00 p.m., Thursday, January 22, 2026.

Respectfully Submitted by Keelee Beaudet, FCCAA Secretary