

FRANKFORT CITY-COUNTY AIRPORT AUTHORITY

Regular Meeting
June 27, 2019
Frankfort Dow Memorial Field
Frankfort, Michigan 49635

1. **Call to Order** – Roll Call: Meeting called to order at 7:05 p.m. by Coury Carland.

Members Present: Coury Carland, Brooke Popp, Tammy May, Ken Laurence,
Joey Dobrzynski

Members Absent: Dave VanDamme, Susan Tonner

Others Present: Dick Bayer, Michelle Thompson, Mary Goethals,
Stephanie Green via telephone

2. **Approval of Agenda:** Motion by Laurence, supported by May. Unanimously approved.

3. **Approval of Minutes:** Postponed until July meeting. Discussion of concerns regarding timeliness of minutes and possible resolution. Mary Goethals introduced as possible hire as recording secretary, for discussion at July meeting

4. **Public Input:** None.

5. **Request to Appear Before Board:**

- a. Prien & Newhof – Per telephone, Stephanie Green updated status of MDOT reimbursement, which is underway, \$90,000 received with remainder expected soon. Further reported on E-9, E-10, 17 and 18 plans, contracts drafted and awaiting approval. Request by Mr. Laurence for a status report on all properties.
- b. Benzie Bus – Bayer reported discussion with bus representative indicating airport pick up on an on-call basis.

6. **Correspondence:** None.

7. Financial Reports:

7.1 Check Detail/Balance Sheet approval: Approval: Motion by Popp, supported by May, to approve reports as submitted by Ms. Thompson. Unanimously approved by roll call.

7.2 Budget: The proposed budget as circulated at the last meeting was reviewed. Motion by Popp, supported by Laurence, to approve 2019-2020 budget as submitted. Approved unanimously by roll call

8. Airport Administrator Report: Report by Mr. Bayer dated June 27, 2019 submitted for review and it was unanimously approved.

9. Advisory committees: Did not meet

10. Old Business:

10.1 Lease: At last meeting it was recommended to lower Eclipse Air lease to \$500, and a letter has now been sent.

10.2 Entrance Sign: Mr. Laurence presented the proposed final sign designs for review and approval. It was recommended to favor the design emphasizing the Dow name by more prominently as well as the color scheme of green and gold. Moved by May, supported by Dobrzynski to approve new signage as proposed. Approved unanimously.

10.3 Video Surveillance: To circulate policy as written at the next meeting for review, discussion of need and approval as appropriate.

11. New Business: FOIA – pended to July meeting.

12. Public Input: None.

13. FCCAA Member Comments: None.

14. Next Meeting: July 25, 2019 7:00 p.m. Dow Memorial Field

15. Adjournment: Motion by Carland, supported by Laurence, to adjourn at 8:10 p.m.
Unanimously approved.

Respectfully submitted,

Mary A. Goethals

Acting Recording Secretary

