

**FRANKFORT CITY-COUNTY AIRPORT AUTHORITY**

October 26, 2023

Frankfort Dow Memorial Field

Frankfort, Michigan 49635

1. **Opening:** The meeting was called to order at 7:04 p.m. by Chairman, Coury Carland.

**Members Present:** Coury Carland, Ken Laurence, Steve Koppin, Brady Olsen, Eric Pekrul.

**Members Absent:** Tammy May.

**Others Present:** Kelly Long, Karen Cunningham, Dick Bayer, Mary Goethals.

2. **Approval of Minutes:**

2.1 **Regular Meeting - September, 2023:** Motion by Laurence, supported by Olsen, to approve the minutes as presented; approved unanimously.

2.2 **Closed Session - September 28, 2023:** Motion by Popp, supported by Olsen, to approved the minutes as presented; approved unanimously.

2.3 **Closed Session - October 10, 2023:** Motion by Olsen, supported by Popp, to approved the minutes as submitted; approved unanimously.

3. **Public Input:** None.

4. **Correspondence:** None.

5. **County Commissioner Report:** Karen Cunningham reported that the Commission has denied our recent request for financial support while working to obtain a bond or other funding to cover the settlement debt. She noted that there was a split vote, some commissioners reluctant to give support at this time. It was suggested that they be provided with financial statements and Authority minutes outlining both revenue data and operations of the airport. This could help nullify any concerns over long-term financial liability for the county.

6. **Financial Reports:**

6.1 **Balance Sheet:** Kelly Long presented the Balance Sheet as of September 30, 2023 showing a Balance in checking and savings of \$95,708.01.

6.2 **Check Detail:** The report of checks drawn for September showed one EFT dated 9/20 and checks #3648 through #3659 totaling \$26,035.71.

Moton by Popp, supported by Laurence, to approve the financial reports as presented; approved unanimously via roll call vote of members present.

It was further reported that a remote audit will be underway, Coury Carland to forward necessary paperwork to Kelly Long.

7. **Airport Administrator Report:** Dick Bayer presented the overview of airport activity for the month of September. It was noted that operations were down for the month. A request to to build a 10,000 foot hangar has been received, with apparent plans to then lease the space as a private enterprise. They will be provided with our current lease agreement and will be requested to submit a formal proposal. The the engineering process would have to be approved by the Authority, as well.

8. **Old Business:** None.

9. **New Business:** The contract between MDOT and FCCAA was submitted for final signature. Motion by Laurence, supported by Popp, to authorize Coury Carland to sign the contract on behalf of the Authority; approved unanimously on a roll call vote of members present.

10. **FCCAA Member Comments:** None.

11. **Adjournment:** Moton by Carland, supported by Olsen, to adjourn the meeting at 8:02 p.m.

Respectfully submitted,

Mary A. Goethals  
Recording Secretary