

**COBB COUNTY AIRPORT - MCCOLLUM FIELD
AIRPORT STRATEGIC PLANNING BOARD
(AIRPORT ADVISORY BOARD)**

**REGULAR MEETING MINUTES
February 1, 2016 – 4:00 P.M.
Airport Administration Building**

Present of the Board:

Sean King, Chairman Appt., Chairman
Amy Rowe, District III, Vice-Chairman
Charmaine Chin, District IV, Secretary
Brian Newsome, District II
Kelly Keappler, Town Center CID
Bob Binkley – Pilot
Derek Easterling, Mayor – Kennesaw
Dave Kucko, Hawthorne Global Aviation
JoAnn Birrell, Commissioner, BOC

Absent of the Board:

Carter Chapman, District I
Clark Hungerford, Development Authority

Representing Cobb County:

Karl Von Hagel, Airport Manager
Jim Wilgus, Acting CCDOT Director

I. Call to Order:

Chairman Keappler welcomed Members of the Airport Advisory Board and officially called the meeting to order at 4:00 pm.

II. Approve Minutes:

Mr. Von Hagel presented the minutes from the December 7, 2015 board meeting. Motion made by Mr. King to approve, seconded by Mr. Binkley; all members in favor.

III. Officer Election/Rotation:

Von Hagel reviewed the bylaws regarding officer elections. The bylaws state that the Vice-Chairman rolls to Chairman (Sean King), Secretary rolls to Vice-Chairman (Amy Rowe) and nominations are to be taken for Secretary.

Charmaine Chin nominated for Secretary. Motion made by Mr. Keappler, seconded by Ms. Rowe; all members in favor.

The meeting was turned over to the new Chairman King.

IV. General Status Report:

a. Airport –

- a. Von Hagel distributed and reviewed McCollum's and other counties air traffic data and trend analysis. Ten international flights used Customs in January and a total of 44 since start up.
- b. Von Hagel announced that a draft Minimum Standards update was distributed to airport operators for comment. A presentation will be made at a future meeting to the Airport Advisory Board showing comments and recommendations.
- c. Von Hagel reported on the National Business Aviation Association's Schedulers and Dispatchers Conference and the marketing efforts expended. The annual marketing meeting with the FBO will take place soon to coordinate marketing efforts.

V. Old Business:

- a. **Airport Master Plan Update** – Von Hagel reported that the State had approved the forecast for the master plan. Von Hagel reviewed information from past meeting including the forecast information, the runway concept of an airport layout that achieves the two primary needs identified in the aircraft forecasting study: a 7,500' runway to allow aircraft to fully utilize their operational capabilities, and additional land for hangar space. Von Hagel then presented the FAA airfield safety standards for a design aircraft of Gulfstream V and the impact they would have on taxiways and runway on the airport. Von Hagel presented an overview of how the airport may look in 2035 according to the master plan information to date. Von Hagel asked for feedback and reminded Members to feel free to contact him anytime to share thoughts and ideas. A meeting is being arranged with the State of Georgia to discuss the Master Plan progress, to clarify facility requirements, and identify funding potential.
- b. **North Apron Expansion and Rehabilitation Project** – Von Hagel presented the organization of base bid and additive bids of the new bid package. Repackaging the bid documents will allow for the scope of the project to be adjusted to meet the funding available. The bid opening date is scheduled for March 10th. FAA funds of \$4.1 million have been allocated for the project. Construction is expected to begin in Spring 2016.
- c. **Approach Lighting Project (MALSF)** – Von Hagel reported that final plans and the bid package are complete. The bid opening date is scheduled for March 10th. The State funding of 75% for construction has been allocated by the State and construction is expected to begin in Spring 2016.
- d. **Aviation Noonday Creek Trail Park** – Mr. Keappler provided an update on the concept for the park at the east end of the airport. A non-profit corporation has been established to lead the project. Directors are currently being appointed. The installation of the Zagster Bike Rental operation on the corner of Barrett Lakes Blvd and Cobb Place Blvd. has seen good use. The second phase is to construct a parking lot to operate as a trailhead.

V. New Business

- a. **Cuba Gateway** – Von Hagel reported that the airport has submitted an application to CBP to be considered as an approved Gateway Airport to Cuba. There are currently 19 airports in the country that an aircraft may depart from for Cuba.
- b. **Gateway to DCA** – Von Hagel reported that TSA denied the airport's application to become a Gateway to DCA airport due to unavailable TSA resources. The airport appealed the decision emphasizing the opportunity to use CBP personnel rather than TSA. The TSA responded that Federal Regulations require TSA perform the pre-departure inspections and does not allow for CBP to substitute for the TSA.

VI. Next Meeting/Adjourn:

The next meeting is scheduled for Monday, April 11, 2016, at 4:00 pm; location Airport Admin Bldg.

Motion made to adjourn by Mr. Keappler, seconded by Ms. Rowe. The meeting was adjourned at approximately 4:50 pm.


Approved