

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

**REGULAR MEETING MINUTES
October 5, 2015 – 4:00 P.M.
Airport Administration Building**

Present of the Board:

Kelly Keappler, Town Center CID, Chairman (4:15pm)
Amy Rowe, District III, Secretary
Brian Newsome, District II
Carter Chapman, District I
Mark Mathews, Mayor – Kennesaw
Tom Auten, Hawthorne Global Aviation
JoAnn Birrell, Commissioner, District 3

Absent of the Board:

Sean King, Chairman Appt., Vice Chairman
Charmaine Chin, District IV
Bob Binkley – Pilot
Clark Hungerford, Development Authority

Representing Cobb County:

Karl Von Hagel, Airport Manager
Steven Spencer, Operations Manager

I. Call to Order:

Secretary Rowe welcomed members and guests of the Airport Advisory Board and officially called the meeting to order at 4:05 pm.

II. Approve Minutes:

Mr. Von Hagel presented the minutes from the June 1, 2015 board meeting. Motion made by Mr. Newsome to approve, seconded by Mr. Chapman; all members in favor.

III. General Status Report:

a. Airport –

- a. Von Hagel distributed and reviewed McCollum's and other counties air traffic data and trend analysis.
- b. Von Hagel reported that the Wildlife Management Report has been received from the USDA. The action plan is being developed.
- c. Von Hagel updated the Board on the Airport's most recent marketing efforts.

b. Hawthorne Global Aviation Services –

- a. Tom Auten introduced Mr. David Kucko as the new General Manager of the FBO. Mr. Auten has been promoted to Vice President of FBO Operations. Mr. Kucko will be appointed the FBO Member for the next meeting.
- b. Tom Auten and Mr. Kucko presented a framed display of the Customs Inspection Facility for Mr. Von Hagel to hang in the Airport Administration Office. Identical displays have been provided to CBP Offices for display also.

IV. Old Business:

- a. **Customs Update** – Von Hagel reported that 2 international flights cleared customs in September and two to date for October at the new facility. Von Hagel reported on a meeting held with Customs and Border Protection Leadership. Hawthorne and the Airport are still in the application process for the airport to become a Gateway To DCA airport. If the proposal to use the CBP Facility is approved, McCollum would be the only airport in metro-Atlanta that a private aircraft could fly directly to Washington Reagan National Airport

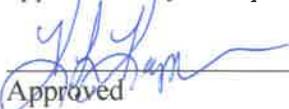
- b. **Airport Master Plan Update** – Von Hagel presented draft aircraft and traffic forecasting chapters of the Master Plan Update.
- c. **North Apron Expansion and Rehabilitation Project** – Von Hagel announced that the State has notified the County that \$4.1 million in FAA funds have been allocated for the project. Von Hagel reported that one bid was received. The bid exceeded available project funds. The project is being prepared to be rebid with project flexibility so that the project scope may be adjusted to match available funding. Construction is expected to begin in Spring 2016.
- d. **Approach Lighting Project (MALSF)** – Von Hagel reported that engineering and plan development is underway for the project. Plans are expected to be complete in December with anticipated bid openings in February. The State funding of 75% for construction has been allocated by the State and will also be available in February.
- e. **FAA Obstruction Survey** – Von Hagel reported that all the obstructions identified by the FAA to be removed in the first phase are expected to be mitigated by the end of the week. One final property must be mitigated by February 20th to avoid restrictions of night time approaches to the Runway 9 RNAV approach.
- f. **Aviation Noonday Creek Trail Park** – Mr. Keappler introduced Tracy Rathbone, Executive Director of Town Center Community Improvement District who gave an update on the concept plan for the park at the east end of the airport. A preliminary cost estimate will be discussed at the TCCID's next Board Meeting and the organizational structure is being created to support the fundraising duties.
- g. **Airport Capital Improvement Plan** – Von Hagel distributed copies of the proposed updated Airport Capital Improvement Plan (ACIP) for discussion. The ACIP is a planning document of an airport's project priorities used by the FAA and State to forecast grant funding and is updated annually and is due to the State by November 30th. A motion by Mr. Chapman to approve the ACIP, with a second by Ms. Rowe, all Members approve.
- h. **Aeronautical Commercial Operator Minimum Standards Update** – Von Hagel has been delayed in distributing the draft update and will distribute to the airport operators when more time is available to dedicate to the effort. Von Hagel will present comments received from airport operators on the proposed updated Minimum Standards to the Board at a future meeting.

V. New Business - NONE

VI. Next Meeting/Adjourn:

The next meeting is scheduled for Monday, December 7, 2015, at 4:00 pm; location Airport Admin Bldg.

Motion made to adjourn by Ms. Rowe, seconded by Mr. Keappler. The meeting was adjourned at approximately 5:00 pm.


Approved _____