

DEPARTMENT OF TRANSPORTATION

Cobb County Airport - McCollum Field
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COBB COUNTY AIRPORT - MCCOLLUM FIELD AIRPORT STRATEGIC PLANNING BOARD (aka: AIRPORT ADVISORY BOARD)

REGULAR MEETING MINUTES

December 2, 2013 – 4:00 P.M.

South FBO – Terminal Conference Room
Cobb County Airport-McCollum Field
Kennesaw, GA 30144

Present of the Board:

William Campbell, Pilot, Vice Chairman
Kelly Keappler, Town Center CID, Secretary
Clark Hungerford, Development Authority
Butch Thompson, District II & IV
Mark Mathews, Mayor Kennesaw

Absent of the Board:

Commissioner Bob Ott, BOC
Carter Chapman, Chairman
Sean King, Capt. Retired
Thomas Huff, Atlanta Executive Jet Center

Representing Cobb County:

Karl Von Hagel, Airport Manager
David Hankerson, County Manager

I. Call to Order:

Bill Campbell, Vice Chairman, welcomed the Members of the Airport Advisory Board and called the meeting to order at 4:10pm.

II. Approved Minutes:

Karl Von Hagel presented the minutes from the October 7, 2013 Board meeting, Mayor Mathews motioned to approve the minutes, seconded by Mr. Keappler, with all members in favor.

III. 2014 Meeting Calendar:

Karl Von Hagel presented the 2014 Meeting Calendar to the Board for approval. Mayor Mathews motioned to approve the calendar, seconded by Mr. Keappler, will all members in favor.

IV. General Airport Status Reports: Airport Manager: Karl Von Hagel updated the members on the activity and progress of various items at the airport:

- a. **Activity Stats** – Distributed and reviewed the airport's and state's air traffic data.
- b. **Braves Stadium** – Von Hagel reported that BOC has approved a MOU with the Atlanta Braves to construct a new stadium in Cobb County. The airport has requested a helipad be considered in the complex plan and hope to work closely with the Braves event and travel group in the future.

- c. Schedulers and Dispatchers Conference** – Von Hagel announced that the Airport will be exhibiting at the conference to present the attributes of the airport to schedulers and dispatchers for charter companies and corporate flight departments.

V. Old Business:

- a. Customs Facility Update** – Von Hagel reported that the BOC has authorized negotiating a Construction Manager-at-Risk Contract with YLH Construction Company. Negotiations are underway with YLH and Customs to value engineer the facility. The anticipated construction start date is January 2014.
- b. Air Traffic Control Tower Operations Funding Update** – Von Hagel updated the Board on Air Traffic Control Tower FAA operations funding. The control tower continues to be funded by the FAA during the short term continuing resolution. The stand-by agreement the County has with the control tower contractor is still in effect to continue operating the control tower should there be any suspension of funding from the FAA.
- c. New Air Traffic Control Tower Update** – Von Hagel reported that the plans for the new control tower are to be permitted by the end of December. An additional plan is being completed to renovate the existing base building after the demo of the existing tower shaft to provide a large public room space that will accommodate future AAB Meetings and other public meetings. The FAA and State have identified the delivery of grant funding during the first quarter of CY2014. Peter Brown Construction Co. is preparing a preliminary guaranteed maximum price for construction. Von Hagel will provide additional updates at upcoming meetings.
- d. Taxiway A/B Extension Project** – Von Hagel informed the Board that federal and state grant funding has been received. Due to the time of year the construction for the 60 day project with C. W. Mathews will be delayed until the spring. Von Hagel will provide additional updates at upcoming meetings.
- e. Air National Guard Property** – Von Hagel reported that the information requested by Commissioner Ott had been delivered. No other status update available at this time.
- f. Marketing Video** – Von Hagel presented to the Board the County's Communication Department's 2013 marketing video for the airport. The video will be shared with our economic development partners, potential customers of airport and current users of the airport. The video can be viewed online at the airport's homepage: www.CobbCountyAirport.org
- g. Airport Capital Improvement Plan** - Von Hagel distributed copies of the proposed Airport Capital Improvement Plan Update for discussion. The ACIP is a planning document of an airport's project priorities used by the FAA and State to forecast grant funding. Mr. Hungerford motioned to approve the Airport Capital Improvement Plan as presented, seconded by Mr. Thompson, with all members in favor.

VI. New Business:

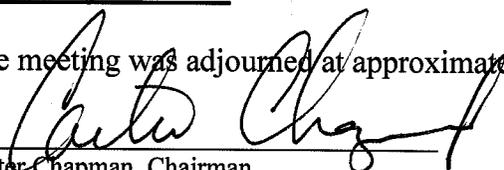
- a. **Scheduled Charter City Study** – Von Hagel informed the Board that the BOC accepted grant funding from the Development Authority to fund a study to analyze key origination and destination markets for air travelers in northwest metro area. This information will be useful to the County's economic development partners and airport operators, including aircraft charter companies that may consider providing scheduled public charters.

- b. **RFP for RPZ Land Lease** - Von Hagel informed the Board that one proposal was received to lease property in the eastern runway protection zone. Butch Thompson Enterprises proposed to lease between 10.5 to 24 acres for storage of construction materials and equipment, with the option to install a construction materials plant in the future. The BOC has authorized the negotiating of a lease and operating agreement. The FAA and BOC must both approve any final agreement.

VII. Airport Advisory Board Meeting – The next Meeting is scheduled for Monday, February 3, 2014, 4:00 pm, at 1800 Airport Road, Kennesaw, GA - South FBO – Terminal Conference Room, second floor.

VIII. Adjournment

The meeting was adjourned at approximately 4:55pm


Carter Chapman, Chairman