

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

**REGULAR MEETING MINUTES**  
**April 9, 2018 – 4:00 P.M.**  
**Airport Administration Building**

**Present of the Board:**

Charmaine Chin, District IV, Chair  
Thomas Hollinger– Pilot, Vice-Chair  
Brian Newsome, District II, Secretary  
Dave Kucko, Hawthorne Global Aviation  
C.B. Fair, District I  
Rick Stewart, Kennesaw  
Chip Kaczynski, District III  
JoAnn Birrell, Commissioner, BOC

**Absent of the Board:**

Amy Rowe, District III  
Jim Boyle, Chairman Appt.  
Clark Hungerford, Development Authority  
Mike Irby, Town Center TCACID

**Representing Cobb County:**

Karl Von Hagel, Airport Manager  
Jim Wilgus, DOT Director

**I. Call to Order:**

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

**III. Approve Minutes:**

Mr. Von Hagel presented the minutes from the February 5, 2018 board meeting. Motion made by Mr. Hollinger to approve, seconded by Mr. Fair; all members in favor.

**III. General Status Report:**

**a. Airport –**

1. Von Hagel reported that the hangar improvement for the FAA Flight Inspection Field Office on Corporate Row is nearly dried in. Progress has been steady since the weather improved. The anticipated completion date is still June with a July move-in.
2. Von Hagel informed the Board that the airport was a sponsor of the recent 2018 International Operators Conference. Von Hagel made contact with many Fortune 500 flight departments.
3. Von Hagel reported that Sparkle Clean Aircraft Washing has recently been approved as a new Commercial Tenant on the airport. Von Hagel reviewed the list of the 20 current commercial operators on the airport.
4. Von Hagel recapped a recent collapsed gear aircraft incident. The aircraft was removed 45 minutes after the FAA granted release of the aircraft.

5. Von Hagel reviewed the status of several Federal and State items: Gateway to DCA program, an elected federal official has submitted a letter requesting information from TSA; the federal proposal to privatize Air Traffic is dead; the State has asked the airport to be prepared a year early for the Taxiway B and Apron crack seal project; the State has also asked the airport to be prepared for a possible grant next summer for the \$2 million completion of the north apron rehab and expansion project.
6. Von Hagel announced that the Board of Commissioners approved upgrading an existing part time maintenance position to a fulltime position. The position is currently being advertised.
7. Von Hagel presented the results of the State's Bi-Annual Inspection of the airport. The Airport received no corrective actions reports and was commended for the airport's condition.
8. Von Hagel reviewed Air Traffic and Customs Facility activity.

**b. Hawthorne Global Aviation Services –**

1. Kucko reported that three new turbine aircraft have based at the airport since the last meeting. Super Bowl planning is in full gear.

**IV. Old Business:**

- a. **Airport Master Plan Update** – Von Hagel reported that the FAA and State have provided conditional approval of the Master Plan. The Final Documents are in process for final signatures. The project is essentially complete. The McCollum Parkway road relocation alternatives continue to be under review and discussion by the stakeholders.
- b. **Environmental Assessment** – Von Hagel reported that the State is currently reviewing the Scope for the proposed EA. The FAA has tentatively agreed to fund the Environmental Assessment (EA) which needs to be completed prior to constructing the new Master Plan projects. The proposed EA Scope of Work is for projects to be completed in the next 10 years.
- c. **Approach Lighting Project (MALSF)** – Von Hagel updated the Board on the progress of the project. Construction is 95% completed. The system has passed a preliminary flight check. Final activation is pending the completion of the FAA's final review of the MALSF system and what actions or adjustments through an FAA waiver process may be needed to certify the system. The FAA has corrected its previous status report and states that the Waiver Request is being finalized to be sent to Washington. No timetable is offered from the FAA.

- d. **Aircraft Rescue Fire Fighting (ARFF)** – Von Hagel reported that the Fire Department is moving forward with the project to construct the Airport Fire Station to house ARFF and HAZMAT teams and equipment. The planning will include a new maintenance area for the airport. The access to the new station is proposed to be by Barrett Lakes Blvd. The access efforts between the office buildings has been suspended.
- e. **Financial Model for Property Acquisitions** – Von Hagel reported that he has discussed with Hawthorne and a private development company about funding options and opportunities that are available with future property acquisitions defined in the new Airport Master Plan. A meeting is being scheduled for the summer to discuss with the FAA its commitment to funding the new Master Plan projects.

**V. New Business**

- a. **Super Bowl Planning** – Von Hagel and Kucko discussed the challenges and opportunities that are part of the upcoming Super Bowl. Planning actions are in full swing. Hawthorne is very optimistic for the opportunity.

**VI. Next Meeting/Adjourn:**

The next meeting is scheduled for Monday, June 4th, 2018, at 4:00 pm; location Airport Admin Bldg.

Motion made to adjourn by Mr. Newsome, seconded by Mr. Kaczynski. The meeting was adjourned at approximately 4:50 pm.

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Approved