

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

**REGULAR MEETING MINUTES  
February 6, 2017 – 4:00 P.M.  
Airport Administration Building**

**Present of the Board:**

Amy Rowe, District III, Chair  
Sean King, Chairman Appt  
Derek Easterling, Mayor – Kennesaw  
Clark Hungerford, Development Authority  
Thomas Hollinger– Pilot  
JoAnn Birrell, Commissioner, BOC

**Absent of the Board:**

Charmaine Chin, District IV, Vice-Chair  
Mike Irby, Town Center CID  
Brian Newsome, District II  
Carter Chapman, District I  
Dave Kucko, Hawthorne Global Aviation

**Representing Cobb County:**

Jim Wilgus, Cobb DOT Director  
Karl Von Hagel, Airport Manager

**Guests:**

Rick Stewart, Kennesaw Public Works  
Tracy Rathbone, Town Center CID  
Jay Clark, Hawthorne Global Aviation Services

**I. Call to Order:**

Chairman King welcomed Members of the Airport Advisory Board and officially called the meeting to order at 4:20 pm.

**II. Officer Election/Rotation:**

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

Thomas Hollinger nominated for Secretary. Motion made by Mr. Hungerford, seconded by Mayor Easterling; all members in favor.

The meeting was turned over to the new Chair Rowe.

**III. Approve Minutes:**

Mr. Von Hagel will present the minutes from the December 5, 2016 board meeting at the April Meeting.

**IV. General Status Report:**

**a. Airport –**

1. Von Hagel reported that he would be attending the 2017 NBAA Schedulers and Dispatchers Conference to meet with Corporate Flight Department representatives.

2. Von Hagel announced that the Board of Commissioners approved a sublease for the FAA to base FAA aircraft and staff on Corporate Row premises. Office construction is necessary before the relocation so the actual move is expected in 18-24 months.
3. Von Hagel shared that U.S. CBP has provided notice to Charlie Brown airport that a Customs Facility must be constructed in a reasonable time or risk losing inspection services. It is believed that this letter has been delivered to other grandfathered airports.
4. Von Hagel distributed and reviewed McCollum's and other counties air traffic data and trend analysis
5. Von Hagel reviewed Customs Facility activity.

**b. Hawthorne Global Aviation Services --**

1. Mr. Clark, Hawthorne Operations Manager, reported that JetSmarter, a charter company with a new business model, similar to Uber, hosted an event on the airport to potential clients.
2. Mr. Clark stated that FBO personnel will be attending the training for IS-BAH certification this month. Hawthorne Global Aviation Services in partnership with the airport is pursuing becoming a certified FBO meeting the International Standards for Business Aviation Handling. There are only currently 9 FBOs in the country with the designation.
3. Mr. Clark updated the Board on new potential operator discussions.
4. Mr. Clark described the ongoing interest and activity in new aircraft basing at Cobb County. Two new jets are slated to arrive this month.

**V. Old Business:**

- a. **Airport Master Plan Update** – Von Hagel reviewed the status of the Airport Master Plan Update project. Von Hagel reviewed the results of the Taxiway Alternative Analysis Study and recapped the results of the meeting with GDOT to plan for 400' Taxiway/Runway Separation. Von Hagel reviewed the most recent update to the Draft Phasing Plan, including the option to keep the runway width at 100'. A motion by Mayor Easterling, to recommend moving forward with the updated Draft Phasing Plan, which includes separating the parallel taxiways to 400' to meet Group III Aircraft Standards, and maintain the runway width at the existing 100' width as recommended for the airport's G-V critical aircraft and recommend the airport consultant develop the Airport Layout Plan Set based on the same. Seconded by Mr. King, all Members in favor.
- b. **Noise Abatement Review** – Von Hagel reviewed the Federal requirement with the Board that the airport must be open to all aircraft at all hours and that even though the recent noise model study shows that the airport's noise footprint has decreased over the years, the Board has committed to continue to look at opportunities to shrink the noise footprint even further. Von Hagel reported that the FAA has provided initial feedback at the proposed new approach paths to the airport provided to the FAA. The feedback has not been fully reviewed to date. Von Hagel also announced that the National Business Aviation Association's Noise Abatement Procedures for aircraft will be published in the March 1, 2017 edition of the Airport Facility Directory.

- c. **North Apron Expansion and Rehabilitation Project** – Von Hagel updated the board on the progress of the project. The project is currently 30% complete. Work has been progressing normally although slowly. Weather is expected to disrupt progress throughout the winter, and more normal construction routine to begin after the winter weather.
- d. **Approach Lighting Project (MALSF)** – Von Hagel updated the board on the progress of the project. Construction is 95% completed, however activation is pending the completion of the FAA' final review of the MALSF system and coordination with GaPower regarding use of an easement.
- e. **Town Center Area CID Aviation Noonday Creek Trail Park** – Von Hagel and Ms. Rathbone, TCACID Executive Director, reported that the project is expected to go to bid in February with a Contract Award Date targeted for March 28<sup>th</sup>. This first phase of construction will include the restroom and parking lot.
- f. **Airfield Remarketing Project** – Von Hagel reported that the contracts have been executed. Remarketing paint requires appropriate weather conditions. Actual timeframe for completing the work will be weather dependent.

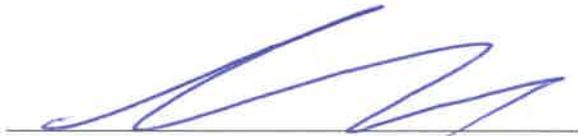
#### VI. New Business

- a. **United States Contract Tower Association Policy Board Update** – Von Hagel reported that he is serving on the policy board for the USCTA. Currently, no immediate threats to the funding of the control tower operations.
- b. **Georgia Aviation System Plan** – Von Hagel announced that he has been invited to serve on the State's Focus Group for the development of the plan update.

#### VII. Next Meeting/Adjourn:

The next meeting is scheduled for Monday, April 10, 2017, at 4:00 pm; location Airport Admin Bldg.

Motion made to adjourn by Mr. Hungerford, seconded by Mayor Easterling. The meeting was adjourned at approximately 5:20 pm.

  
Approved