



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

October 7, 2013 – 4:00 P.M.

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

Present of the Board:

Carter Chapman, Chairman
Kelly Keappler, Town Center CID, Secretary
Commissioner Bob Ott, BOC
Sean King, Capt. Retired
Mark Mathews, Mayor Kennesaw

Absent of the Board:

William Campbell, Pilot, Vice Chairman
Butch Thompson, District II & IV
Clark Hungerford, Development Authority
Thomas Huff, Atlanta Executive Jet Center

Representing Cobb County:

Karl Von Hagel, Airport Manager
Judy Waters, Fiscal Tech, DOT

I. Call to Order:

Carter Chapman welcomed the Members of the Airport Advisory Board and called the meeting to order at 4:00pm.

II. Approved Minutes:

Karl Von Hagel presented the minutes from the August 5, 2013 Board meeting, Mark Mathews motioned to approve the minutes, seconded by Sean King, with all members in favor.

III. 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. **Key Cities Study** – Von Hagel reported that BOC will consider accepting the Development Authority's offer 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 potential scheduled public charters.
- c. **RFP for RPZ Land Lease** – Von Hagel announced an RFP is being advertised to accept proposals for leasing land in the east runway protection zone.

- d.** The County has continued talks with Kennesaw State University and Southern Polytechnic State University for the possibility of collaboration, i.e. creating intern programs for students.
- e.** Elevations Chophouse Restaurant has reduced their hours to “dinner only” however, lunches will be available for pilots, passengers, and airport personnel. Elevation intends to restart full lunch menu in the future.

IV. Old Business:

- a. Customs Facility Update** – Von Hagel reported that proposals for construction of the facility were received on September 24, 2013 and authorization to begin negotiating a Construction Manager-at-Risk Contract will be before the BOC for approval on October 22, 2013. The anticipated construction start date is December 2013. Von Hagel will provide additional updates at upcoming meetings.
- b. Air Traffic Control Tower Operations Funding Update** – Von Hagel updated the Board on Air Traffic Control Tower operations funding. The control tower continues to be funded by the FAA during the government shutdown. The County has approved an agreement with the control tower contractor to continue operating the control tower should there be any suspension of funding from the FAA. Both the Senate and the House have demonstrated support for the Federal Contract Tower Program since both of their appropriation bills include full funding for Air Traffic Control Towers for the next fiscal year budget.
- c. New Air Traffic Control Tower Update** – Von Hagel announced that Peter Brown Construction Co. was awarded the Design/Build contract for the new air traffic control tower. Preliminary plans have been approved by the Board of Commissioners. Negotiations have begun for a guaranteed maximum price for construction. Von Hagel will provide additional updates at upcoming meetings. Ground Breaking is anticipated before the end of the year.
- d. Taxiway A/B Extension Project** – Von Hagel informed the Board that federal and state grant funding has been awarded and the BOC will be requested to approve a 60 day contract with C. W. Mathews for construction of the Project at its next meeting. Von Hagel will provide additional updates at upcoming meetings.
- e. North Apron Taxi Lane Connector Project** – Von Hagel informed the Board that the project is ready for construction however; funding is unavailable at this time. Von Hagel will provide additional updates at upcoming meetings.

V. New Business:

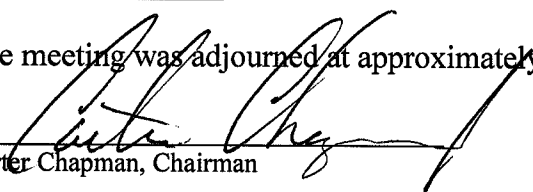
- a. Marketing Video** – Von Hagel informed the Board that the County’s Communication Department (TV23 crew) has produced a first draft marketing video for the airport. The development of the video will allow for additional footage and information to be added when changes are realized at the airport, such as the new Air Traffic Control Tower and Customs facility. Von Hagel will present a showing of the video at the next meeting.

- b. Airport Capital Improvement Plan** - Von Hagel distributed copies of a draft updated Airport Capital Improvement Plan and requested the Board review and make comments prior to final submission to the FAA in December 2013. The Plan will be presented for Board approval at the December 2nd AAB meeting. Commission Ott will inquire about the status of the State National Guard Property on McCollum Parkway.
- c. Airport Advisory Board Policy Update** - Von Hagel informed the Board that the Airport Advisory Board Policy has been updated by the BOC to reduce the number of FBO Members to one and increase the responsibilities of the Airport Advisory Board to include Marketing.

VI. Airport Advisory Board Meeting – The next Meeting is scheduled for Monday, December 2, 2013, 4:00 pm, at 1800 Airport Road, Kennesaw, GA - South FBO – Terminal Conference Room, second floor.

VII. Adjournment

The meeting was adjourned at approximately 4:51pm


Carter Chapman, Chairman