

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

**REGULAR MEETING MINUTES**

**June 4, 2018 – 4:00 P.M.**

**Airport Administration Building**

**Present of the Board:**

Charmaine Chin, District IV, Chair  
Thomas Hollinger– Pilot, Vice-Chair  
Jim Boyle, Chairman Appt.  
Dave Kucko, Hawthorne Global Aviation  
C.B. Fair, District I  
Chip Kaczynski, District III  
JoAnn Birrell, Commissioner, BOC

**Absent of the Board:**

Clark Hungerford, Development Authority  
Mike Irby, Town Center TCACID  
Brian Newsome, District II, Secretary  
Derek Easterling, Mayor Kennesaw

**Representing Cobb County:**

Karl Von Hagel, Airport Manager  
Erica Parish, Interim 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 April 4, 2018 board meeting. Motion made by Mr. Fair to approve, seconded by Mr. Kucko; 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 in final stages. The anticipated completion date is still June with an August move-in.
2. Von Hagel reviewed the status of several Federal and State items: Gateway to DCA program, a response has not been received from the elected federal officials letter requesting information from TSA but we do expect there should be a response by the next meeting; the CBP is continuing to move forward with the proposal to open a Global Entry Application office at the Customs Facility; the engineering contract has been approved for the engineering on the Taxiway B and Apron crack seal project; the engineering contract is under process for the \$2 million completion of the north apron rehab and expansion project, which is competing for funding for summer 2019.
3. Von Hagel reported that the new fulltime maintenance position is still vacant but the new job opening posting should be advertised soon.
4. Von Hagel reviewed Air Traffic and Customs Facility activity.

**b. Hawthorne Global Aviation Services –**

1. Kucko reported that two new jet aircraft have based at the airport since the last meeting. Contractors are being engaged to make upgrades to the FBO facility, such as the south FBO hangars and the north white hangars will be painted tan to match the rest of the facility.

**IV. Old Business:**

- a. Environmental Assessment** – Von Hagel reported that the State has approved the Scope of Work for the proposed EA and the parties are working to agree on the fee schedule for the work. Von Hagel presented some draft 3-D illustrations of how the airport would look if all the master plan projects were to be completed. 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.
- b. Financial Model for Property Acquisitions** – Von Hagel reported that he has continued discussions 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 Land Acquisition Consultant is also assisting with developing a model to allow for private funding to assist in the acquisition project. A meeting has been requested to discuss with the FAA its commitment to funding the new Master Plan projects
- c. Approach Lighting Project (MALSF)** – Von Hagel updated the Board on the progress of the project. Construction remains at 95% completion. 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. A meeting is being requested with the FAA to identify the roadblock that is keeping the certification process from moving forward in a timely fashion.
- d. Aircraft Rescue Fire Fighting (ARFF)** – Von Hagel reported that the Fire Department is finalizing the Airport Fire Station specifications to house ARFF and HAZMAT teams and equipment. Specifications are also being developed for the new maintenance area for the airport as part of the project. As FAA Study determined that the fire station's location could accommodate a structure as high as 40' tall. The preliminary plans are calling for a 32' structure.

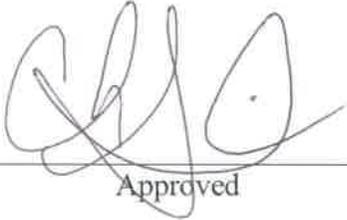
**V. New Business**

- a. Super Bowl Planning** – Von Hagel and Kucko reported on preparations for the Super Bowl and the FAA’s presentation to the airports on the FAA’s Super Bowl planning efforts. The FAA’s initial general aviation slot allocation awards RYY the second most slots in the metro-Area with 17 operations per hour. PDK is awarded 25 slots per hour. Discussion included suggestions to involve Cobb Travel and Tourism in partnering with airport on developing Super Bowl Packages, Kucko reported he is currently working on this topic; a suggestion to investigate exhibiting opportunities at local Super Bowl Events. .

**VI. Next Meeting/Adjourn:**

The next meeting is scheduled for Monday, August 6th, 2018, at 4:00 pm; location Airport Admin Bldg.

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

  
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Approved