

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

**REGULAR MEETING MINUTES**  
**August 3, 2020 – 4:00 P.M.**  
**Elevation Chophouse Restaurant**

**Present of the Board:**

Chip Kaczynski, District III, Chair  
James Boyle, Chairman Appt.  
Clark Hungerford, Development Authority  
Alisha Smith, Town Center Area CID  
Chad Fulcher, Hawthorne Global Aviation  
Roger Taylor– Pilots  
JoAnn Birrell, Commissioner BOC

**Representing Cobb County:**

Karl Von Hagel, Airport Manager

**Absent of the Board:**

Charmaine Chin, District IV (via phone)  
Mitch Rivera, District II, Vice-Chair  
C.B. Fair, District I  
Derek Easterling, Mayor Kennesaw

**I. Call to Order:**

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

**II. Airport Board Business:**

- a) **COVID Meeting Disruption** – The Airport Advisory Board has not met since its February 3, 2020 Meeting because of Shelter in Place and Gathering Restrictions due to the COVID Pandemic. Status Reports were provided to Airport Board Members in place of the regularly scheduled meetings in April and June.
- b) **February Minutes** - Von Hagel presented the minutes from the February 3, 2020 board meeting. Motion made by Mr. Hungerford to approve, seconded by Ms. Smith, all members in favor.

**III. General Status Report:**

**a. Airport –**

1. **Aero Atlanta Flight Center** – Von Hagel presented pictures of the new Aero Atlanta Flight Center facility at Entrance B which has opened for business. After a complete renovation, Aero Atlanta has transformed the 25 year old facility into a modern facility.
2. **ATP Flight School** – Von Hagel announced that ATP Flight School has opened a branch at RYY. ATP has 47 training centers across the country specializing in commercial pilot training, including 4 training centers in Georgia. Chair Kaczynski shared that ATP actually started its first flight center at RYY in the 1980's and he knows they are glad to have returned.

3. **Atlanta Gas Light Pipeline** – Von Hagel reported that AGL has requested a pipeline easement on the west end of airport property under the runway 9 approach (mostly on the leasehold of SiteOne). Von Hagel is circulating the proposal for input and concurrence with County Staff and the site tenant. The FAA will also need to approve. The proposal appears to not have any negative effect on airport operations or airport future plans and the pipeline is expected to be an acceptable use of the runway protection zone property by the FAA.
4. **Marietta Auto Sales** – Von Hagel reported that the out-parcel on Barrett Lakes Blvd was purchased by a luxury used auto dealership. The dealership has approached the airport about leasing adjoining airport property behind the parcel for overflow storage of automobiles. The FAA is currently reviewing the proposed land use for compatibility with the approach to runway 27. The proposed lease would restrict any activity that may negatively affect airport operations.
5. **Disadvantaged Business Enterprise (DBE) Triennial Goal Update** – Von Hagel shared that the Airport's DBE Goal is required to be updated every three years to maintain eligibility for federal funds. The previous Triennial Goal was 11.97%. The Plan is currently being updated by a consultant expert in DBE Goal setting methodology. The Goal will be published for public review and then presented to the Board of Commissioners for approval.
6. **NBAA Schedulers and Dispatchers Conference** – Von Hagel reported that the Airport participated in the NBAA Schedulers and Dispatcher's Conference as an Exhibitor in late February, highlighting the NCAA Final Four in Atlanta to Flight Departments. Attendance was limited due to the Covid virus outbreak.
7. **Cessna Lane Name Change to Cirrus Way Proposal (Entrance B)** – Von Hagel reported that Aero Atlanta Flight Center and DLK Aviation requested the Airport support a Street Name Change application to have Cessna Lane renamed Cirrus Way to correspond with their Cirrus-centric business models of both businesses.
8. **Air Traffic Review** - Von Hagel reviewed Air Traffic and Customs Facility activity and the impacts of COVID. Both Fuel Sales and Aircraft Traffic have seemingly recovered from the dramatic impacts in April. Customs activity has not returned to normal as international travel continues to deal with restrictions.
9. **US Customs Contract** – U.S. Customs and Border Protection HQ notified airports across the country that the quarterly reimbursement cost to provide a fulltime CBP Officer on-site through the User Fee Facility (UFF) Program would be increased significantly depending on the specifics of each location. Airports were provided 3 business days to reply whether to accept the undefined increase. After discussions with our local CBP office, a temporary plan has been implemented that continues the international inspection services to the customers without disruption while the airport is applying for the recently expanded Reimbursable Services Program (RSP) to replace

the User Fee Facility agreement. RSP provides on-call inspection, while UFF provides a permanent stationed officer. The customer should notice know difference.

**b. Hawthorne Global Aviation Services –**

1. **Card Access System Security Cameras** – Fulcher reported that all the gate cameras are online and have been helpful in resolving a couple of issues.
2. **New Based Aircraft** – Fulcher reported that a couple of new jets are basing on the airport and inquiries for hangar space is continuing. The Covid issue has not seemed to slow interest in hangar space. Hangar space remains at or near 100%.
3. **Georgia Business Aviation Association Event** – Fulcher announced that Hawthorne will host a GBAA Networking and Static Display Event on Sept 16<sup>th</sup> from 11:00 – 3:00 again this year. Last years event was a great success which spurred interest in GBAA to request the event again this year. An RSVP system and boxed lunches will be used to encourage social distancing.

**IV. Old Business:**

- a) **Environmental Assessment (EA)** – Von Hagel reported that the EA has been forwarded by the State to the FAA for final review. Multiple rounds of FAA questions have been addressed and it is hopeful that the FAA will finalize and approve the EA in August.
- b) **Taxiway A Relocation Project** – Von Hagel reported that engineers are under contract to conduct the preliminary engineering to include a detail budget for the 400' taxiway relocation, develop a phasing schedule to match potential funding allocations, identify hydrology solutions, and identify environmental impacts of relocating the taxiway. The work will be complete in November. The information will be provided to the State/FAA to ascertain their continued support for funding the project.
- c) **North Apron Rehabilitation Phase II Project** – Von Hagel reported that construction is substantially complete. The project was completed on-time and on-budget. The contractor is still to return to complete the punchlist items.
- d) **Aircraft Rescue Fire Fighting (ARFF) Station**– Von Hagel reported that the Cobb County Fire Department moved forward selecting a Design/Build Contractor. The project is still delayed awaiting funding availability. The project is listed as a potential project request for any federal stimulus program. The project is packaged as “shovel ready”.
- e) **Additional Hangar Opportunities** – Von Hagel reviewed the current status of the three locations being pursued for additional hangars. Considering the indefinite delay in the ARFF station, Von Hagel is beginning discussions to have plans and specifications developed for the site preparation of the Southeast Hangar Site (ARFF site). Having plans ready to bid will increase the possibility of obtaining a grant to assist with the site improvements. The Warehouse Hangar Site is listed as a potential project request for any federal stimulus program.

- f) **FBO Terminal Parking Lot** – Fulcher shared that the north terminal parking lot improvements to double the size of the parking lot may be starting this month or next.

**V. New Business**

- a. **Airport Five-Year Capital Improvement Plan** - Von Hagel presented the annual updated ACIP for review. (Attached Below) The annual update to the ACIP is due to the FAA by November 30<sup>th</sup>. The first draft was presented and a follow-up version will be presented at the October AAB Meeting. The ACIP focuses on the Taxiway A Relocation Project, Southeast Hangar Development, Land Acquisition for Taxiway B, and the ATCT Generator Replacement. Von Hagel encouraged any thoughts or comments to be shared throughout the coming months as the ACIP will be further adjusted as new information comes available, specifically from the Taxiway A preliminary engineering work being conducted.

**VI. Next Meeting/Adjourn:**

The next meeting is scheduled for Monday, October 5, 2020, at 4:00 pm; location Airport Admin Bldg. Chair Kaczynski adjourned the meeting at approximately 4:50 pm.

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Approved

**COBB COUNTY AIRPORT - McCOLLUM FIELD**

**ACIP UPDATE**  
FY 2021 - FY 2025

**DRAFT**

7/17/2020

PROJECT	SOURCE	TOTAL COST	FAA FUNDS	STATE FUNDS	LOCAL FUNDS
<b>ACTIVE GRANTS</b>					
Master Plan Environmental Assessment - #33	FEDERAL	\$295,274	\$265,746	\$8,930	\$20,598
North Apron Rehabilitation Phase III - #36	FEDERAL	\$2,493,092	\$2,243,783	\$121,561	\$127,748
Taxiway 'A' Relocation (Preliminary Design @ 400') - #34 Sup 2	FEDERAL	\$68,625	\$61,763	\$0	\$6,863
DBE Plan Update - Future	FEDERAL	\$8,000	\$7,200	\$0	\$800
<b>TOTAL FY 2020 (CURRENT FISCAL YEAR)</b>		<b>\$2,864,991</b>	<b>\$2,578,492</b>	<b>\$130,491</b>	<b>\$156,009</b>
<b>FY 2021: ( GDOT: JUL. 2020 TIL JUN. 2021 )</b>					
<b>FY 2021: ( FAA: OCT. 2020 TIL SEPT. 2021 )</b>					
Taxiway 'A' Relocation Environmental Permitting (Consultant Permitting + DBE Plan Reimbursement)	FEDERAL	\$250,000	\$225,000	\$0	\$25,000
Taxiway 'A' West Relocation (Phase 1 of 4) (Final Design + Environmental Mitigation Expenses + Construction)	FEDERAL	\$5,000,000	\$4,500,000	\$250,000	\$250,000
Southeast Hangar Area Site Development (Design)	LOCAL	\$100,000	\$0	\$0	\$100,000
Southeast Hangar Area - Site Development (Construction)	STATE	\$1,000,000	\$0	\$750,000	\$250,000
ATCT Equipment - Generator Replacement	FEDERAL	\$100,000	\$0	\$0	\$100,000
<b>TOTAL FY 2021</b>		<b>\$6,450,000</b>	<b>\$4,725,000</b>	<b>\$1,000,000</b>	<b>\$725,000</b>
<b>FY 2022: ( GDOT: JUL. 2021 TIL JUN. 2022 )</b>					
<b>FY 2022: ( FAA: OCT. 2021 TIL SEPT. 2022 )</b>					
Taxiway 'A' Relocation - Quarry Impacts /Easement/Fee (Phase 2 of 4) (Quarry Impact Damages related to Taxiway A Bridge)	FEDERAL	\$5,000,000	\$4,500,000	\$250,000	\$250,000
S. Parallel Taxiway Relocation - Acquire Tract AQ (10 acres) (1st of 3 Warehouse Parcels needed for 400' relocation Taxiway B)	FEDERAL	\$10,000,000	\$9,000,000	\$500,000	\$500,000
Runway 9/27 + Taxiway A/B + Apron Maintenance (Runway Rubber Removal + Rnwy/Txwy/Apron Pavement Remarking + Joint Repair + Crackseal)	STATE	\$300,000	\$0	\$225,000	\$75,000
<b>TOTAL FY 2022</b>		<b>\$15,300,000</b>	<b>\$13,500,000</b>	<b>\$975,000</b>	<b>\$825,000</b>
<b>FY 2023: ( GDOT: JUL. 2022 TIL JUN. 2023 )</b>					
<b>FY 2023: ( FAA: OCT. 2022 TIL SEPT. 2023 )</b>					
Taxiway 'A' Center Relocation (Phase 3 of 4) (Center Relocation Final Design + Construction)	FEDERAL	\$5,000,000	\$4,500,000	\$250,000	\$250,000
Terminal Area Development for Tract AQ (Site Preparation for Hangar Development)	FEDERAL	\$3,000,000	\$2,700,000	\$150,000	\$150,000
Acquire Tract AR (10.84 acres) (2nd of 3 Warehouse Parcels needed for 400' relocation Taxiway B)	FEDERAL	\$12,000,000	\$10,800,000	\$600,000	\$600,000
<b>TOTAL FY 2023</b>		<b>\$20,000,000</b>	<b>\$18,000,000</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>
<b>FY 2024: ( GDOT: JUL. 2023 TIL JUN. 2024 )</b>					
<b>FY 2024: ( FAA: OCT. 2023 TIL SEPT. 2024 )</b>					
Taxiway 'A' East Relocation (Phase 4 of 4) (Final Design + Construction)	FEDERAL	\$5,000,000	\$4,500,000	\$250,000	\$250,000
Acquire Tract AS (21.6 acres) (3rd of 3 Warehouse Parcels needed for 400' relocation Taxiway B)	FEDERAL	\$20,000,000	\$18,000,000	\$1,000,000	\$1,000,000
Design Taxiway B Relocation (Relocate Taxiway B to 400' design)	FEDERAL	\$300,000	\$270,000	\$15,000	\$15,000
<b>TOTAL FY 2024</b>		<b>\$25,300,000</b>	<b>\$22,770,000</b>	<b>\$1,265,000</b>	<b>\$1,265,000</b>
<b>FY 2025: ( GDOT: JUL. 2024 TIL JUN. 2025 )</b>					
<b>FY 2025: ( FAA: OCT. 2024 TIL SEPT. 2025 )</b>					
Taxiway 'B' Relocation Environmental Permitting	FEDERAL	\$250,000	\$225,000	\$0	\$25,000
Terminal Area Development for Tract AQ (Site Preparation for Hangar Development)	STATE	\$3,000,000	\$0	\$2,250,000	\$750,000
Runway 9/27 & Taxiway A/B Maintenance Runway Rubber Removal + Rnwy/Txwy/Apron Pavement Remarking + Joint Repair + Crackseal	FEDERAL	\$250,000	\$225,000	\$12,500	\$12,500
<b>TOTAL FY 2025</b>		<b>\$3,500,000</b>	<b>\$450,000</b>	<b>\$2,262,500</b>	<b>\$787,500</b>
<b>FY 2026: ( GDOT: JUL. 2025 TIL JUN. 2026 )</b>					
<b>FY 2026: ( FAA: OCT. 2025 TIL SEPT. 2026 )</b>					
Taxiway 'B' West Relocation (Phase 1 of 3) (Final Design + Environmental Mitigation Expenses + Construction)	FEDERAL	\$5,000,000	\$4,500,000	\$250,000	\$250,000
Terminal Area Development for Tract AS (Site Preparation for Hangar Development)	STATE	\$3,000,000	\$0	\$2,250,000	\$750,000
<b>TOTAL FY 2026</b>		<b>\$8,000,000</b>	<b>\$0</b>	<b>\$2,250,000</b>	<b>\$750,000</b>
<b>TOTALS for FY2021 through FY2026 (inclusive)</b>		<b>\$78,550,000</b>	<b>\$59,445,000</b>	<b>\$8,752,500</b>	<b>\$5,352,500</b>
<b>NOTES:</b>					
Projects shown with FEDERAL funding have a cost sharing of Federal (90%) / State (5.0% of Estimated Construction Cost) / County (Remainder)					
Projects shown with STATE funding have a cost sharing of State (75% of Estimated Construction Cost) / County (Remainder)					
Projects shown in FY 2021 that are not fully funded are intended to become a priority in FY 2022					