

HABERSHAM COUNTY BOARD OF COMMISSION
EXECUTIVE SUMMARY

SUBJECT: Corporate Aircraft Association Preferred FBO Agreement for the Habersham County Airport

DATE: 8-4-2026

BUDGET INFORMATION:

ANNUAL-
CAPITAL-

☒ **RECOMMENDATIONS**

☐ **POLICY DISCUSSION**

☐ **STATUS REPORT**

☐ **OTHER**

COMMISSION ACTION REQUESTED ON: August 17, 2026

PURPOSE: The purpose of this agenda item is to request approval of an agreement between Habersham County Airport and the Corporate Aircraft Association (CAA) designating the Habersham County Airport as the Corporate Aircraft Association's preferred Fixed Base Operator at KAJR for a three-year term. The agreement is intended to make the Airport more competitive in serving corporate and private aircraft by offering participating CAA members contracted fuel pricing and related services.

BACKGROUND / HISTORY:

The Corporate Aircraft Association is a nonprofit organization that helps Part 91 turbine and jet aircraft operators reduce operating costs through negotiated fuel pricing and services. CAA works with a nationwide network of preferred Fixed Base Operators (FBOs) to provide its members with competitively priced Jet A fuel.

Under the proposed agreement, Habersham County Airport would be designated as CAA's only preferred FBO at KAJR. CAA would list and promote the Airport to its fuel-program members and encourage them to use the Airport whenever possible. Participation in the program is intended to increase the Airport's visibility among corporate and private aircraft operators, potentially resulting in additional aircraft traffic, fuel sales, and use of Airport services.

The Habersham County Airport Commission recommended approval of the agreement at its August 11, 2026, meeting.

FACTS AND ISSUES:

- The agreement has an initial three-year term, anticipated to run from August 1, 2026, through July 31, 2029.
 - The Airport would charge CAA members an into-plane fee of \$1.40 per gallon.
 - The CAA member fuel price must remain at least \$0.10 per gallon below other prices offered to Part 91 operators, with certain exceptions for based hangar tenants and managed customers.
 - The Airport must submit fuel pricing to CAA each week, verify customer membership, and comply with CAA's reporting and audit requirements.
 - The agreement allows for a one-time CPI-based adjustment to the into-plane fee approximately 18 months after the effective date.
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- Either party may terminate the agreement without penalty by providing 10 days' written notice.
 - Approval does not require a direct expenditure of County funds. The financial impact will depend upon the volume of fuel purchased by CAA members and any additional aircraft traffic generated through the program.
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OPTIONS:

- ☐ Approve recommendation
 - ☐ Deny recommendation
 - ☐ Commission defined alternative
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RECOMMENDED SAMPLE MOTION:

“Motion to approve the Preferred Fixed Base Operator Agreement between Habersham County Airport and the Corporate Aircraft Association for an initial three-year term and authorize the appropriate County officials to execute and administer the agreement and any related documents.”

DEPARTMENT:

Prepared by: Bill Harden, Airport Manager

Director: Bill Harden, Airport Manager

**ADMINISTRATIVE
COMMENTS:**

_____ **DATE:** _____

County Manager



CAA Preferred FBO Contract at KAJR
8/1/2026 – 7/31/2029

Section 1: FBO Information:

FBO Name: KAJR-Habersham County Airport

Airport Identifier: KAJR

Airport Name: Habersham County

Airport City Name: Cornelia

Organization: KAJR-Habersham County Airport

Website: <https://www.habershamga.com/airport.cfm>

Preferred Address: 1112 Airport Road, Cornelia, GA 30531, USA

Preferred Phone: 706-839-0247

Primary Contact Name: Bill Harden

Primary Contact Email: wharden@habershamga.com

Primary Contact Title: Airport Manager

Secondary Contact Name: Josh Hall

Secondary Contact Email: jhall@habershamga.com

Hours of Operation: 8:00 AM-6:00 PM Daily | Closed on New Year's Day, Easter Sunday, July 4th, Labor Day,

Thanksgiving Day, Christmas Day | Call Out Service Available, Please Call Ahead

After Hours Call-Out Service Availability & Fees: 6:00 AM-8:00 AM and 6:00 PM-9:00 PM: \$75 first hour,

\$50/additional hour | 9:00 PM-6:00 AM: \$150 first hour, \$75/additional hour | New Year's Day, Martin Luther King

Jr. Day, Easter Eve, Easter Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day,

Thanksgiving Day, The Saturday After Thanksgiving, Christmas Day: \$350 first hour, \$150/additional hour; Please

Call Ahead for Call-Out

FBO Radio Frequency: 122.70

Customs Available: No

Rental Cars Available: Yes

Largest AC Hangared: Not Available

Largest AC Deiced: Not Available

Crew Cars: Yes

Section 2: Contracted Into-Plane Fee Information:

Fuel De-Icing Additive Per Gallon = Premixed

Into-Plane Fee 1-500 = \$1.40

Into-Plane Fee 501-1000 = \$1.40

Into-Plane Fee 1001-1500 = \$1.40

Into-Plane Fee 1501-2000 = \$1.40

Into-Plane Fee 2001-2500 = \$1.40

Into-Plane Fee 2500 or More: = \$1.40

Section 3: Ramp/Facility/Security and Other Fee Information

See the Attached Fee Schedule for details.

Section 4: Payment Information

Credit cards accepted for the CAA price: Visa; MasterCard

Credit Cards accepted up to 3% additional fees: American Express; Avcard; Discover; Multiservice; Phillips 66;

Titan

FBO Initials: 

CAA Initials: _____

Section 5: Contract Term

This Agreement shall become effective on, or before, the first of the month after it is signed by both parties and is valid for three (3) years.

- a) Either party may cancel this agreement without penalty for any or no reason by giving the other party ten (10) days' written notice. If during the contract period, the agreement is canceled by FBO, or if FBO elects not to renew the agreement upon its expiration, CAA, at its sole discretion, may prohibit the FBO from entering a CAA competing bid at that airport for a period of up to three (3) years.

Section 6: Agreement

The parties to this agreement are CORPORATE AIRCRAFT ASSOCIATION, henceforth referred to as CAA, and the company named as: **Habersham County Airport @ KAJR**, henceforth referred to as the FBO. The purposes of this agreement are (i) to reduce the costs for the CAA member and increase sales to the FBO. Both parties hereby agree to work together to achieve these goals.

1) CAA agrees to the following:

- a) To list the FBO as CAA's only preferred FBO at KAJR.
- b) To maintain a file of the FBO information, which shall be available only to CAA fuel program members.
- c) To make the terms of this agreement available only to CAA fuel program members and encourage them to use this FBO whenever possible.
- d) CAA will provide the FBO with an electronic means to confirm membership validity via the CAA website.
- e) To allow the FBO to use the designation of "CAA Preferred FBO" and the registered CAA logo in any advertising, provided the advertising does not contain the names of individual CAA fuel members or their companies. This permission is only valid for the duration of the agreement.
- f) To allow a one-time mid-contract CPI adjustment to the intoplane fee, the FBO charges the CAA fuel member participants on the date that is eighteen (18) months following the effective date of this Agreement, the "Mid-Contract Date." The CPI adjustment is made using the official website of the U.S. Bureau of Labor Statistics.

2) The FBO agrees to the following:

- a) To maintain the into-plane fee per gallon, as stated in Section 2.
- b) To maintain the list of other fees charged to CAA fuel member participants as outlined in the attached fee schedule for the duration of the contract. If no fees are charged or waived with minimum purchases, these limits must be stated in the fee schedule.
- c) To notify CAA in writing if FBO intends to exercise the option of the mid-contract into-plane fee adjustment (as outlined in Section 6.1(f) above). This notification must be made in writing via email to CAA within thirty (30) days of the Mid-Contract Date. CAA will create a mid-contract addendum, and the new intoplane pricing will be implemented once both parties have signed.
- d) To maintain the CAA fuel program member price at least **\$0.10/gal below any other price offered to Part 91 operators** (in each weekly pricing period). Notwithstanding the foregoing, FBO may extend more favorable fuel prices to based hangar tenants or managed customers of FBO.
- e) To allow CAA the right to conduct random audits throughout the duration of the agreement to ensure compliance with the contract terms. CAA reserves the right to request and receive a recent distributor invoice at any time to support a fuel price submission. FBO agrees to comply with such requests promptly but no later than ten (10) days after such request is made.
- f) To respond to any additional CAA requests within **one (1) business day**.
- g) To use invoiced fuel price and not Platts pricing.
- h) Into-plane fees are to be inclusive of all Visa and MasterCard charges. FBO may add up to 3% for cards other than Visa and MasterCard. FBO must advise CAA of this intention during the bidding process and specifically stipulate which cards and the % addition for their use.
- i) To promptly notify CAA of any changes in the contact information included in this Agreement.
- j) To not disclose the terms of this Agreement to anyone for whom FBO cannot validate as a CAA fuel program member.
- k) To report prices each week by Tuesday, 5:00 PM CT. These prices become effective between Tuesday 12:01 AM and Wednesday 12:01 AM, dependent on the FBO's selection of the "Weekly Fuel Price Effective Day and Time." CAA will provide an online form on its website for such price reporting. The form to update pricing is available each Monday, 12:01 AM CST, through Tuesday, 5:00 PM CST. FBO agrees to honor their latest price posted.
- l) To verify the customer is an active CAA member before applying the CAA benefit.
- m) To display the CAA Preferred FBO sign and marketing brochures. The sign is CAA's property and is to be returned to CAA upon request. All signage as the CAA Preferred FBO will be removed at the termination of the agreement.

Miscellaneous:

Scope of Agreement. This Agreement is intended by the parties hereto to be the final expression of their agreement. It constitutes the full and entire understanding between the parties concerning the subject hereof, notwithstanding any representations, statements, or agreements to the contrary heretofore made.

Modification to Terms. CAA agrees to notify the FBO of any proposed revisions to this Agreement. The notification to the FBO of proposed revisions to this Agreement can be in the form of an email to the FBO. In the event any such proposed revisions decrease FBO rights or increase FBO's obligations under this Agreement, such changes shall only become effective upon the expiration of thirty (30) days written notice to the FBO, during which notice period, the FBO shall have the right to terminate this Agreement in writing effective immediately.

Separability. Each provision of this Agreement shall be considered separable. If, for any reason, any provision or provisions in this Agreement are determined to be invalid or contrary to any existing or future law, that invalidity shall not impair the operation of this Agreement or affect those portions of this Agreement which are valid.

Governing Law. This Agreement shall be governed, enforced, performed, and construed in accordance with the laws of the State of Delaware without reference to principles of conflicts of law.

Assignment. FBO may not assign its rights and responsibilities under this Agreement without the advance written consent from CAA.

CORPORATE AIRCRAFT ASSOCIATION®

Andrea Lyons, VP & COO, Corporate Aircraft Association®

FBO - KAJR-Habersham County Airport

Signature: _____

Name (Printed): Bill Harden Jr.

Its (Title): Manager

Date: 7/16/26

Attachments: Fee Schedule, Cost Build Up, Supplier Invoice, and Price Notification

FBO Initials: _____

CAA Initials: _____

KAJR – Habersham County Airport – Cornelia, GA

CAA Fee Schedule Effective 08/01/2026

This FBO states they do not charge for Special Events.

Call Out Fees:

6:00 AM-8:00 AM and 6:00 PM-9:00 PM: **\$75 first hour, \$50/additional hour**

9:00 PM-6:00 AM: **\$150 first hour, \$75/additional hour**

New Year's Day, Martin Luther King Jr. Day, Easter Eve, Easter Day, Memorial Day, Independence Day, Labor Day,
Columbus Day, Veterans Day, Thanksgiving Day, The Saturday After Thanksgiving, Christmas Day:

\$350 first hour, \$150/additional hour

Please Call Ahead for Call Out

*Helicopters are not subject to Facility Fees.

*Overnight Fees for helicopters are waived with any fuel purchase.

Please note: Any additional requested services may incur additional fees.

Aircraft Type	Facility Fee (per landing)	Gallons to Waive Facility Fee	Overnight Fee (per night)
*Helicopter/Turboprop eg. R66, King Air, TBM 700	\$50.00	100	\$35.00
Small/Medium Jets eg. SF50, Citation XLS, Hawker 800	\$100.00	100	\$50.00
Large Jets eg. G5, Falcon 900, Challenger 350/600	\$250.00	300	\$100.00

KAJR_Habersham_County_Airport_Fees_Eff_08.01.2026_Rev_C

CAA Cost BuildUp

KAJR - Habersham County Airport		Please fill in yellow blocks as they apply. The ONLY variables that should change after becoming a preferred CAA FBO are Date, Base Price and Shipped Gallons.									
	Gallons Purchased	1-500	501-1000	1001-1500	1501-2000	2001 -2500	2501+				
	Supplier	World Fuel									
	Date of Supplier Invoice (delivery)	09/25/25									
Line 1a	Base Price - From Invoice (before taxes/fees)	\$ 18,921.64	\$ 18,921.64	\$ 18,921.64	\$ 18,921.64	\$ 18,921.64	\$ 18,921.64				
Line 1b	Shipped Gallons - From Invoice	7414.0	7414.0	7414.0	7414.0	7414.0	7414.0				
Line 1	Total Variable Fuel Cost - (Base Cost Per Gallon 1a / 1b)	2.5521	2.5521	2.5521	2.5521	2.5521	2.5521				
	List below mandatory fees/taxes included in your fuel price (may or may not be part of your fuel supplier invoice).										
Line 2a	INV-Federal Excise Tax	0.24300	0.24300	0.24300	0.24300	0.24300	0.24300				
Line 2b	INV-Federal LUST Tax	0.00100	0.00100	0.00100	0.00100	0.00100	0.00100				
Line 2c	INV-Federal Oil Spill	0.00214	0.00214	0.00214	0.00214	0.00214	0.00214				
Line 2d	INV-Hazardous Substance Superfund Tax	0.00405	0.00405	0.00405	0.00405	0.00405	0.00405				
Line 2e	INV-GA Motor Fuel Tax	0.37100	0.37100	0.37100	0.37100	0.37100	0.37100				
Line 2f	INV-GA Underground Storage	0.00750	0.00750	0.00750	0.00750	0.00750	0.00750				
Line 2g	Airport Flowage Fee - No Flowage Fee	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000				
Line 2h	* Additional Fixed Cost Per Gallon	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000				
Line 2i	* Additional Fixed Cost Per Gallon	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000				
Line 2j	* Additional Fixed Cost Per Gallon	0.00000	0.00000	0.00000	0.00000	0.00000	0.00000				
Line 2	Total Fixed Cost Per Gallon (Sum of Line 2a-2j)	0.6287	0.6287	0.6287	0.6287	0.6287	0.6287				
	Include with the into plane fee any other costs that are not regulatory, but need to be built in.										
Line 3	Into Plane Fee (Profit Margin)	1.4000	1.4000	1.4000	1.4000	1.4000	1.4000				
	If contract fuel is also offered at your facility, CAA's intoplane should be set lower across all tiers.										
Line 4	Pre-tax fuel price (Sum of Line 1, 2 & 3)	4.5808	4.5808	4.5808	4.5808	4.5808	4.5808				
Line 5	State Sales Tax Rate %	1.000%	1.000%	1.000%	1.000%	1.000%	1.000%				
Line 6	State Sales Tax Total \$ Per Gallon (Line 4 multiplied by Line 5)	0.0458	0.0458	0.0458	0.0458	0.0458	0.0458				
	If there are items that are not subject to sales tax, or do not fit this format, make note and we will adjust accordingly.										
Line 7	TOTAL Price Per Gallon (Out the Door) (Sum of Line 4 & Line 6)	4.63	4.63	4.63	4.63	4.63	4.63				
The CAA Out The Door Price must be the lowest offered to all Part 91 operators.											

* Additional fixed costs would include airport flowage fee, local/state taxes, etc.....

FBO Initials: _____

CAA Initials: _____



A World Kinect Company

Ascent Aviation Group, Inc.
a subsidiary of World Fuel Services, Inc.
One Mill Street
Parish, NY 13131
800-544-3835

INVOICE

Invoice # 1147585
Ordered by: Josh Hall
Invoice Date: Sep 25 2025
Delivered: Sep 25 2025
Terms: net 14 days
BOL# 136766

Habersham County Board of Comm
130 Jacob's Way, Suite 150
Clarkesville, GA 30523

Ship To:
Habersham County Board of Comm
Habersham County Airport
1112 Airport Road
Cornelia, GA 30531

Quantity	Units	Description	Price	Extended
7414	Net Gal	Jet-A w/Additive	2.552150/gal	18,921.64
7414	Net Gal	Federal Excise Tax	0.243000/gal	1,801.60
7414	Net Gal	Federal LUST	0.001000/gal	7.41
7414	Net Gal	Federal Oil Spill Tax	0.002140/gal	15.87
7414	Net Gal	US Federal Superfund Excise Tx	0.004050/gal	30.03
7414	Net Gal	GA Motor Fuel Tax	0.371000/gal	2,750.59
7414	Net Gal	GA Underground Storage	0.007500/gal	55.61
TOTAL BALANCE DUE BY OCT 9 2025				\$23,582.75

Josh Hall
9/29/25

REMIT TO:
Ascent Aviation Group, Inc.
P.O. Box 741790
Atlanta, GA 30374



Ascent Aviation Group, Inc.
 One Mill Street
 Parish, NY 13131-1234

To: Habersham County Board of Comm -
 Subject: Update on Market Trends
 Date: Tuesday, September 23, 2025

Product	Jet-A w/Additive	Quantity	7,600
Terminal	Phillips GA Doraville William	Effective	Tuesday, September 23, 2025

Jet-A w/Additive	2.552150/gal
Federal Excise Tax	0.243000/gal
Federal LUST	0.001000/gal
Federal Oil Spill Tax	0.002140/gal
US Federal Superfund Excise Tx	0.004050/gal
GA Motor Fuel Tax	0.371000/gal
GA Underground Storage	0.007500/gal
Total	3.180839/gal
Previous Quote on 09/16/25	3.137300/gal

a) Prices quoted are in US Dollars.

For Ordering: 800-544-3835

b) Taxes are estimates and based on your taxable status as currently known by us.

c) Price Change Notice is valid only for loads from the primary terminal listed above.

d) This price may change due to, but not limited to, unexpected freight charges, changes in load quantity, or terminal outages.

From the desk of...
 Sarah Pitze
 Pricing Analys
 spitzer@wfscorp.com

William Harden

From: fuelmanagement@everest-fuel.com
Sent: Saturday, July 11, 2026 5:05 AM
To: William Harden
Subject: N360FX KAJR
Attachments: N360FX KAJR.pdf

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U.S. Phone: (866) 809-8035

Int'l Phone: +1 (857) 400-9860

Email: fuelmanagement@everest-fuel.com

FUEL NOTIFICATION

FROM: Everest Fuel
ORDER #: 3184425
ICAO: KAJR
FBO/HANDLER: HABERSHAM COUNTY AIRPORT
P: 17068390247
NEXT DEST: KBQK
TAIL#: N360FX
A/C TYPE: EMBRAER PHENOM 300
A/C CATEGORY: Light Jet
CERTIFICATE TYPE: PART 91 Private
ETA: 07/11/26 at 07:00:00 L
ETD: 07/11/26 at 09:00:00 L
FUEL ON: Arrival
PRODUCT: JET A
GALLONS: Captain Request