

Habersham County Airport Commission

Work Session Minutes

October 21, 2021 at 9:00 a.m.

Habersham Airport Terminal Building
1112 Airport Rd. Cornelia, GA 30531

The Habersham County Airport Commission held a public work session on Thursday, October 21, 2021, at 9:00 a.m. in the conference room in the Habersham County Airport Terminal Building, located at 1112 Airport Rd, Cornelia, GA 30531.

Members Present: Ken Schubring, Greg Caudell, D. Higgins & Lawrence Bridges (via teleconference)

Members Absent: Chris Limbach

Others Present: County Staff, Members of the Public and Media.

Call To Order: Ken Schubring called the meeting to order at 9 am.

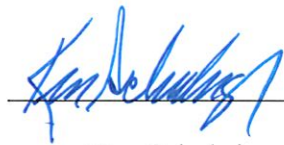
Invocation and Pledge: Brenda Reed led the Invocation and Pledge of Allegiance

Topics of Discussion: Phil Eberly with Lead Edge Design Group presented the proposed 5-year CIP. The final CIP approval will be decided during the November 1, 2021 regular meeting, then will be presented to the Habersham County Board of Commissioners at the November 18, 2021 meeting for final approval. The CIP is due to be officially submitted by November 30, 2021. Mr. Eberly explained that the 2023 fiscal year begins on July 1, 2022. We are not obligated or required to complete all the projects listed on the CIP. Safety projects are generally funded first (ROFA, maintenance and repairs). Capacity projects (expansion) will be funded or reimbursed after additional property is purchased. D. Higgins asked what the process will be after Derick Canupp is no longer with the county. Alicia Vaughn will be taking over responsibility for the airport. Lead Edge will help with the process along with the board members. Damon Carr with GDOT will still be our point of contact. Phil Eberly then explained that once the CIP is submitted, we will see that it has been "accepted". This does not mean it is fully approved. Around May or June 2022, we will receive a TA (tentative allocation) letter, which will detail what funding we will receive the first year. Funding will begin after July 1, 2022, once the Airport Commission has submitted bids and schedules for the approved work. Major long-term projects can be split up, so the two-year funding window doesn't expire. Also discussed was the topic of possibly forming a committee to handle fundraising event requests at the Airport. Ralph Taylor stated that the Airport Commission is not authorized to appoint a committee, but that a recommendation could be made to the Board of Commissioners. Alicia Vaughn suggested that we establish a policy for all events held at the airport, rather than forming a committee. There needs to be a clearly defined policy for each type of event, depending on the legalities, FAA involvement, etc. Phil Eberly said that Lead Edge will help us with

some standards and parameters used at other small airports. He also suggested that we not refer to it as “fundraising”, but rather “events”. Once these baseline policies are established, a separate committee would not be necessary. The airport is currently limited on space and parking for large events.

Adjournment: A motion was made by Greg Caudell, seconded by D. Higgins, and voted unanimously to adjourn the meeting at 10:00 am.

The next meeting is November 1, 2021.



Ken Schubring, Chairman



Greg Caudell, Secretary