

Habersham County Airport Commission

Meeting Minutes

October 20, 2025 at 9:00 a.m.

Executive Conference Room

Habersham County Administration Building

130 Jacob's Way, Clarkesville, GA 30523

The Habersham County Airport Commission held a regular meeting on Monday, October 20, 2025, at 9:00 a.m. in the Executive conference room in the Habersham County Administration Building located at 130 Jacob's Way, Clarkesville, GA, 30523.

Members Present: D. Higgins, Lawrence Bridges, Andy Anderson, Spencer Carr, Justin Schapansky

Members Absent: None

Others Present: Tim Sims, Patti McLarty, Bill Harden, Kiani Holden, Amanda Rostin

Call to Order: D. Higgins called the meeting to order at 9:00 am.

Invocation and Pledge: D Higgins gave the invocation and led the Pledge of Allegiance.

Adoption of Agenda: Motion by Spencer Carr, seconded by Andy Anderson, and voted 5-0 to approve the agenda as presented.

Public Comment: None

Approval of Minutes: Motion by Andy Anderson, seconded by Justin Schapansky, and voted 5-0 to approve the minutes of the September 16, 2025 regular meeting.

Financials: Kiani Holden presented the current financials dated September 30, 2025. September 30, 2025 represents 25% of the fiscal year. Therefore, expenditures should be less than or equal to 25% of the FY2026 budget, while revenues should be at 25% at a minimum. Actual revenues collected were 18.4% of the total budgeted revenues, while operating expenditures were 19.7%. The bank balance as of September 30, 2025 was \$215,288. Today's bank balance is \$261,329.55. Kiani also included a graph showing the last five years of fuel sales and profits. Total gallons sold is up from 2020. Jet A fuel is down overall but pretty steady. Average profit per gallon for jet A is \$1.50 per gallon, and \$.70 for avgas in FY2025. Kiani looked back, and we are now selling over twice as much fuel since FY2014. Lawrence asked if Kiani could do a 5-year forecast for fuel sales. Tim also pointed out that with the county now running the airport, we keep all the fees collected. Lawrence asked why the profit margin is so much smaller on avgas. Kiani said that avgas costs us a lot more than jet fuel does, but to stay competitive with fuel prices we have to keep the avgas price low with less profit.

Approval of Financials: Motion by Spencer Carr, seconded by Andy Anderson, and voted 5-0 to approve the current financials dated September 30, 2025.

Reports:

Fuel Sales and Airport Revenues: In the month of September 2025, the airport sold 6,466.5 gallons of Low Lead fuel and 10,202 gallons of Jet Fuel. Additional revenues for the month of September were \$450 in facility fees, \$375 in overnight fees, \$600 in call out fees, and \$125 in tie down fees, totaling \$1,550 in fees. \$29.98 in oil was sold.

Current self-serve fuel prices for low lead are \$5.35 per gallon, and full-serve Low Lead is \$5.62 per gallon. Full-Serve Jet A is \$4.75 per gallon for full-serve.

Airport Manager Update: Airport Manager Bill Harden gave the update. Public Works is working on the taxiway signs and no parking signs. The bushhog mower has been serviced. Three of the hydraulics went out and had to be rebuilt. Bill plans one more mowing of the airport so it will look nice for the winter. Airport signs for the upper fence and lower gate have been finalized and approved. Installation is expected around the end of November. Monthly fuel farm checks went well. We sold over 10,000 gallons of jet fuel in September. CAA has our application, and Bill is coordinating with Bridget at CAA. She has been out of the office but will get us signed up. E-3 hangar has been rented by Shaun Brautigan, who is currently in C-1. Once he moves into E-3, C-1 will be rented to the next person on the wait list. Greg Wyatt, who rented B-3 in May of 2025, is having a panel and engine rebuilt on his aircraft and will have the plane in the hangar as soon as the work is completed. The county-owned bushhog was picked up on October 15th. Bill spoke with the man in the hangar behind the pole barn hangars and asked him to please not crank his plane while in the hangar. Public Works will be working to clear the fence line behind Habersham Metal. Habersham Metal has requested that this be done. Jerry Baggett told Bill that Steel Cell will be adding crosswalks between their buildings, due to the people and materials crossing the road between the buildings. Air Methods' fuel tanker has been contaminated with metal fragments, which has resulted in multiple after hours and holiday call outs. Bill will meet with them to come up with a solution, so we don't have to charge them so many call out fees. D said he was at another airport recently and noticed they had a rubber cap over their fuel nozzle to keep bugs and debris out of the nozzle and asked Bill to look into getting some for our fuel nozzles. D asked if we could get the county to clean up the entire fence line when they do the Habersham Metal portion. Tim said we can get a quote to do the whole fence. There is a contractor doing the work rather than Public Works due to staff time and possible damage to our equipment. Justin asked which portions of the airport property are not fenced? He has had issues with deer and wildlife on the runway, and he knows he isn't the only pilot who has had the same issue, and he worries about safety. Bill said from Habersham Metal to the beaver pond is open, and from Habersham Metal to the open field is also open. Amanda said it is about 50% and that's why they moved the fencing project up to first year on the CIP. D said at one time the airport was given a permit by DNR to shoot the deer and suggested Bill call them to see if the permit is still valid. Lawrence asked how the big sign is coming along and Tim said it should be installed around Thanksgiving.

Airport Update: Lead Edge Design Group – Amanda Rostin gave an update on the lighting project. They are still waiting on materials and will not begin the project until all materials are on site. This project is not weather dependent so it can be done in the winter months and should begin right after the holidays. The box hangar RFP has been put back out. The bid closes on November 6th. At the next meeting, they will have results. Currently, two people have requested bid packages. Lead Edge was at the GAA conference last week, and one of the first sessions was a legislative update. One thing brought up this year was height restrictions and ordinances which will be up for discussion next year. ACEC has awarded us the Merit Award for Small Engineering projects for our runway project.

Old Business:

- Tie-down lease paperwork – Motion by Spencer Carr, seconded by Lawrence Bridges, and voted 5-0 to table this item until November.
- Follow-Up items
 - o Hangar E-3 Update - E-3 hangar has been rented by Shaun Brautigan, who is currently in C-1. Once he moves into E-3, C-1 will be rented to the next person on the wait list.
 - o Ad Valorem Tax Revenue from Habersham Airport based aircraft – Currently, we collect around \$49,000 per year. Kiani and Bill are working with Robin in the Tax Assessors office to determine what is considered “based” aircraft at our airport. It seems the listing the Tax Assessors use from the FAA website is not always accurate. Bill will be verifying and providing the list of based aircraft for

the Tax Assessors to use going forward. It is a requirement in the hangar lease agreement that the aircraft must be registered and based in Habersham County.

- o Status of CAA Enrollment/Application – Application has been submitted.
- o Removal of county-owned bushhog – The bushhog has been removed.

New Business:

- Consider/Recommend Shaun Brautigan Lease Agreement for Hangar E-3 – Motion by Spencer Carr, seconded by Andy Anderson, and voted 5-0 to approve the lease agreement for Shaun Brautigan for hangar E-3.

Other Reports:

- Spencer Carr flew into another airport that had a traveling display of the Tuskegee Airmen and there were many planes that flew in to see it. Spencer suggested we look into what the cost would be to have the display here for a fly-in.
- Tim Sims spoke with Michelle Curcio who will be giving free flights to people at the pancake breakfast and asked if she could buy fuel for the event at our cost. Bill said the only issue he sees is having enough staff to fuel her planes as well as others that are there but said the staff would get it done. The members of the commission discussed it and agreed to give her the discount.
- Tim advised the commission that we will be implementing a new hangar inspection process in the coming weeks. Per the lease agreements, the county should be doing inspections on an annual basis, and the airport office should be given insurance certificates and keys to every hangar. Notices will be sent to all hangar tenants advising them on the process and what we will be looking for. D said we are likely to get some push back on entering people's hangars, and that we should allow the tenant to be there when it is inspected. Andy Anderson said he was in support of it, but he agreed that we will get push back. D asked Bill to please get the measurements of each hangar when it is opened for inspection. Justin said he has a laser measuring device that he will be glad to loan to the airport to measure the hangars. D would like to change our rental rate to a square footage-based rate and said we are losing money because we don't charge enough.

Next Meeting:

The next meeting is Tuesday, November 18, 2025, at 9 a.m. in the Executive Conference Room at the Habersham County Administration Building located at 130 Jacob's Way, Clarkesville, GA 30523.

Adjournment:

Motion by Spencer Carr, seconded by Andy Anderson, and voted 5-0 to adjourn the meeting at 9:51 a.m.



Chairman – D. Higgins



Secretary – ~~Andy Anderson~~
Lawrence Bridges