

**HARRIS COUNTY AIRPORT COMMITTEE**  
**Airport Terminal, 789 Sky Meadow Drive, Pine Mountain, GA**  
**September 28, 2023**  
**9:00 a.m.**

Members Present: Randy Dowling, Phil Eberly (Lead Edge Design Group), Lynda Dawson, Jim Woods, Vance Smith, Andrea Dzioba. Members Absent: Ronnie Pendergrass, Rob Grant. Also in attendance: Gloria Boyer (Harris County Chamber of Commerce), Amanda Rostin (Lead Edge Design Group), Don Miller (Airport employee) .

1. **CALL TO ORDER.** Mr. Dowling called the meeting to order at 9:06 a.m.
2. **MINUTES.** The motion to approve the minutes of the June 22, 2023 Regular meeting was made by Ms. Dawson, seconded by Mr. Woods and Mr. Smith, and passed unanimously.
3. **NEW BUSINESS**
  - A. **Discussion - Capital Projects.** Phil Eberly said that the lighting and AWOS projects are funded and we are waiting for the contractor to get all of the materials in and then they will coordinate with Ronnie Pendergrass to provide 30 days' notice to the tenants. He believes that we are a couple of months away until starting. He said that at the point that all of the materials are received that information will go out. Mr. Eberly said that the AWOS is under State contract and DBT runs and completes the project.
  - B. **Airport CIP Five-Year Plan.** Phil Eberly advised that this is an FAA document in FAA format. He said that it is submitted every year in November; that it is the next Federal fiscal year; that all airports have to turn it in; that it will be loaded electronically into BlackCat; and that the first year projects have a lot of paperwork associated with them. The Committee discussed to have hangar site preparation and terminal building expansion included in 2025; land acquisition and obstruction removal in 2026; runway and apron overlay in 2027; new hangar site preparation and paving in 2028; and parallel taxiway in 2029. The motion to accept the Five-Year Airport Capital Improvement Program (ACIP) as discussed was made by Mr. Smith, seconded by Mr. Woods and Ms. Dawson, and passed unanimously.
  - C. **Three-Year Disadvantage Business Enterprise Plan.** Phil Eberly said that every 3 years that we are required to do a Three-Year Disadvantage Business Enterprise Plan (DBE). He said that it is passed to a DBE firm that completes the plan and submits it. He said that the cost is \$7,791.00. He stated that if the plan isn't submitted that Federal funds can't be received. Mr. Eberly said that it is based upon the Airport CIP Five-Year Plan.
4. **ADJOURNMENT.** There being no further business to discuss, Mr. Dowling adjourned the meeting at 10:30 a.m.

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Prepared by: Andrea Dzioba, County Clerk

Minutes approved \_\_\_\_\_  
by vote of \_\_\_\_\_ to \_\_\_\_\_.