

OPEN SESSION

**DUPLIN COUNTY  
ECONOMIC DEVELOPMENT COMMISSION  
BOARD MEETING**

**OPEN SESSION  
AGENDA**

**Duplin County EDC**

**Friday, December 1, 2023  
7:00 am**

- I. CALL TO ORDER & WELCOME**
- II. CONSENT AGENDA**
  - **Approve Previous Minutes**
  - **Other Action Item(s)**
- III. AIRPARK IMPROVEMENT PROJECT UPDATES**
  - **Action Items Required by Duplin County Economic Development Corporation**
    - **Adjourn DC Economic Development Commission Board Meeting and Open DC Economic Development Corporation Board Meeting**
    - **Reconvene DC Economic Development Commission Board Meeting**
- IV. BUILDING PROSPERITY, LLC SHELL BUILDING DEVELOPMENT MANAGEMENT AGREEMENT**
- V. EDC DIRECTOR'S REPORT**
- VI. NAMED PROJECTS UPDATE**
  - **Project Freeze**
  - **Project ACC**
  - **Project Heel**
  - **Project WRJ**
- VII. BOARD MEMBER COMMENTS**
- VIII. OTHER NOTES/ANNOUNCEMENTS**
- IX. ADJOURN**

**DUPLIN COUNTY ECONOMIC DEVELOPMENT COMMISSION  
BOARD MEETING  
Friday, December 1, 2023  
7:00am**

**OPEN SESSION MINUTES**

**Present:** Charlie Farris, Dean Lee, Dr. Jay Caraway, Al Searles, Kevin Smith, Ken Smith, Scotty Summerlin and Teresa Chambers, Carrie Shields

**Absent:** Don Tabor, Roger Davis, Glenn Cavenaugh

**Guests:**

**I. CALL TO ORDER**

- Meeting began at 7:010am and was called into order by Charlie Farris

**II. CONSENT AGENDA**

- Approve Previous Minutes
- Other Action Item(s)
- The motion to approve the consent agenda was made by Ken Smith, seconded by Dean Lee and passed unanimously.

**III. AIRPARK IMPROVEMENT PROJECT UPDATES**

- **Action Items Required by Duplin County Economic Development Corporation**
  - Motion made by Dr. Jay Caraway to adjourn the DC Economic Development Commission Board Meeting and open the DC Economic Development Corporation Board Meeting. Motion was seconded by Dean Lee and passed unanimously.
- **DC Economic Development Commission Board Meeting reconvened**
- **Airpark Improvement Projects**
  - Clearing & grubbing is approximately 25% complete. Progress meeting # 2 was held on November 28<sup>th</sup>. Quantities and costs negotiated for Change Order # 1 to revise Borrow/Unclassified excavation and moving topsoil from Airport side to tract # 15. First invoice from contractor has been paid. Burning will resume next week due to rain. Awaiting plans and specs from McDavid to bid water, sewer, road construction. Once plans received, Parrish & Partners anticipates 30 days to review and prepare bid package for publishing.
  - Board requests to see plans before sending to engineer. Would like meeting with Joe, McDavid & Associates, to go over plans.

**IV. BUILDING PROSPERITY, LLC SHELL BUILDING DEVELOPMENT MANAGEMENT AGREEMENT PROPOSAL**

- Attached with agenda is a Development Management Agreement prepared by Building Prosperity, LLC to assist the EDC board in implementing a full-scale shell building program. Founders, Chuck Heustess and Ernie Pearson met with Carrie and Scotty recently to discuss our upcoming shell building project. Their proposal is included and has been presented for discussion.

- Upon review of attached agreement and proposal, the board made the decision to not approved the agreement at this time.

**V. EDC'S DIRECTOR'S REPORT**

- MFV, LLC Performance and Incentive Agreement executed by both parties. Newly painted jet back in County. Hangar improvements are underway.
- EDC Partnering with Duplin County Water to construct new well at WestPark through Golden LEAF Grant. MAI assisting with application, plans and specifications. Updated Phase 1 ESA for WestPark complete and submitted to GLF. Bid opening set for 2pm on Thursday, November 30<sup>th</sup>. Only one bid received; advertising again on December 21<sup>st</sup>.
- Attempting to arrange meeting with Kenansville Town Manager, County Manager, a couple of EDC board members and myself to coordinate projects from State allocation.

- **EDC DIRECTOR'S REPORT**

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**VI. NAMED PROJECTS UPDATE**

- **Project Freeze** – make jobs, expanding facility; waiting to request funds after development
- **Project ACC** - moving forward; working on hiring middle management
- **Project Heel** – no update
- **Project WRJ** - spoke with owner and not interested in purchasing property at this time; is in search of existing 10,000 sq. ft. building space for storage

**VII. BOARD MEMBER COMMENTS****VIII. OTHER NOTES/ANNOUNCEMENTS**

- Airport and EDC Christmas Breakfast is scheduled for December 20<sup>th</sup> at 9:30am. All invited to attend.

**IX. ADJOURNMENT**

- The motion to adjourn the open session was made by Ken Smith and seconded by Dean Lee and passed unanimously.