

**DUPLIN COUNTY
ECONOMIC DEVELOPMENT COMMISSION
BOARD MEETING**

**OPEN SESSION AGENDA
Airport Conference Room**

**Friday, March 7, 2025
7:00 am**

- ◆ **CALL TO ORDER & WELCOME**
- ◆ **CONSENT AGENDA**
 - Approve Previous Minutes
- ◆ **AIRPARK IMPROVEMENT PROJECTS UPDATE**
 - Roadway Construction, Water & Sewer Improvement Construction
 - **ACTION ITEM:**
 - *Petition to Request the naming of AirPark Proposed Streets as AirPark Drive, Futrelle's Way and DPL Drive*
 - **ACTION ITEM:**
 - *Review Supplemental Agreement to Abandon with Flowable Fill (Grout) 4" Force Main*
 - NC Commerce IDF Grant
 - SCIF Allocation
 - **ACTION ITEM:**
 - *Review Connor Drafting & Design Proposal-Plans & Specifications for Overnight Stay Units*
 - Review Funding Sources and Uses To Date
 - NCFS Region 1 HQ Update
- ◆ **ECONOMIC DEVELOPMENT READY SHELL BUILDINGS CONSTRUCTION COMMITTEE REPORT**
 - Daniels & Daniels Part II Sub-Agreement
- ◆ **WESTPARK BUSINESS & INDUSTRIAL PARK UPDATE**
 - Well Project Update
 - WestPark Site Readiness Program Recertification (Duke Energy Program)
- ◆ **NCSE ISEP PROJECT – NEW AIRPARK ENTRANCEWAY IMPROVEMENTS**
 - Industrial Site Enhancement Program

- **ACTION ITEM:**
 - *Option to Purchase proposed 20' wide x 118' long (.054 acre) portion of land*
- **NCSE Project Activities Report**
- ◆ **NAMED PROJECTS UPDATE**
 - **Project Pear**
 - **Project Freeze**
 - **Project ACC**
 - **Project Heel**
 - **Project Panda**
- ◆ **DIRECTOR'S NOTES AND ANNOUNCEMENTS**
- ◆ **BOARD MEMBER COMMENTS**
- ◆ **OTHER NOTES/ANNOUNCEMENTS**
- ◆ **ADJOURN**

**DUPLIN COUNTY ECONOMIC DEVELOPMENT COMMISSION
BOARD MEETING
Friday, February 7, 2025
7:00am**

OPEN SESSION MINUTES

Present: Charlie Farris, Kevin Smith, Roger Davis, Kenneth Smith, Dean Lee, Carrie Shields, Dr. Jay Caraway, Glenn Cavanaugh, Scotty Summerlin and Teresa Chambers

Absent: Al Searles

Guests: Jeff Kirby, Parrish & Partners, LLC, Joe McKemey, McDavid Associates, Lynn Moore, NC Works

♦ **CALL TO ORDER**

- Meeting was called into order by Charlie Farris

♦ **CONSENT AGENDA**

- Approve Previous Minutes
- The motion to approve the consent agenda was made by Dean Lee, seconded by Dr. Jay Caraway and passed unanimously.

♦ **AIRPARK IMPROVEMENT PROJECTS UPDATE**

- **Clearing & Grubbing Contract/Golden LEAF Grant**
 - Awaiting final reimbursement and confirmation of closeout
- **Roadway Construction, Water & Sewer Improvement Construction**
 - Progress meeting held on January 28th
 - Deadline set for Tri-County Electric hookup of April 15th. Recommended that Tri-County have representative attend the February construction progress meeting for further discussion
- **NC IDF Commerce Grant – April 8, 2025 grant deadline**
 - First claim has been filed and paid
 - Preparing for second claim to be submitted
- **SCIF Allocation – June 2025 deadline**
- **ACTION ITEM:**
 - **Form Sub-Committee for Overnight Stay Accommodations Project**
 - Motion was made by Ken Smith to appoint Carrie Shields, Dean Lee, Roger Davis, Glenn Cavanaugh, Scotty Summerlin and Charlie Farris as representatives to review overnight stay accommodations scope and present to board when relevant. Motion was seconded by Dr. Jay Caraway and passed unanimously.

- **Grant Deadlines**
 - Grant deadlines are approaching for NC Commerce IDF grant and SCIF grant. Scotty asked the board to consider allowing him to make extension requests to grants as needed to complete the ongoing projects in AirPark.
 - Motion was made by Roger Davis for the board to allow Scotty to make grant extension requests to grants associated with the AirPark project currently underway. Motion was seconded by Carrie Shields and pass unanimously.
- **NCFS Region 1 HQ Update**
 - Anticipate construction contracts signed in April 2025. Architect submitting plans with changes this week. NCDEQ plan review forthcoming.
- ◆ **ECONOMIC DEVELOPMENT READY BUILDINGS CONSTRUCTION COMMITTEE REPORT**
 - Review D&D Shell Building Cost Proposal (handouts attached)
 - **ACTION ITEM:**
 - *Recommendation of approval by EDC Board to approve entering into a contract with Daniels & Daniels for the purchase of two (2) building packages at the amount of \$915,920.00 each for shell building locations in AirPark Industrial Park and SouthPark Industrial Park.*
 - *Purchase deadline will be February 21st to lock in the aforementioned cost and prevent increase due to possible tariff effects.*
 - *Allow dock door to remain in building plan going forward*
 - *Motion made by Roger Davis and seconded by Glenn Cavanaugh to approve entering into a contract with Daniels & Daniels for the purchase of two (2) building packages at the amount of \$915,920.00 each with shell building locations in AirPark Industrial Park and SouthPark Industrial Park. Motion passed unanimously.*
 - Request D&D to provide color options for approval of building colors before ordering
 - Next meeting with Design Build team on February 26th
- ◆ **WESTPARK BUSINESS & INDUSTRIAL PARK UPDATE**
 - **Well Project Update**
 - Logging going well. Verifying viability of test well and screen locations.
 - **Agricultural Land Lease**
 - Contract signed and payment received.
- ◆ **WESTPARK SITE READINESS PROGRAM RECERTIFICATION**
 - Due Diligence proposal forthcoming. Duke will match County expenditures up to \$10,000.
- ◆ **NCSE ISEP PROJECT – NEW AIRPARK ENTRANCEWAY IMPROVEMENTS**
 - Property owner not interested in selling to accommodate sign originally desired
 - Board recommended a brick façade on property lines on each side of entranceway
 - Scotty advised to submit requests to Travis for further design ideas and inform landowner of decision to not pursue land purchase
- ◆ **LEGISLATIVE REQUEST VISION COMMITTEE SCHEDULE**
 - Refer to handout provided and attached for comments

- ◆ **REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES**
 - Postponed

- ◆ **NAMED PROJECTS UPDATE**
 - **Project Pear** – Work progressing. No additional update
 - **Project Freeze** – Office space, freezer space, racks completed. Awaiting job creation info. Deadline approaching
 - **Project ACC** – Building Reuse Program closeout pending.
 - **Project Heel** – no update
 - **Project Panda** – BRF: \$125,000/\$41,666.67; One NC: \$200,000/\$10,000; TOTAL: \$376,666.67

- ◆ **DIRECTOR’S NOTES AND ANNOUNCEMENTS**
 - WestPark and SouthPark Updates – Met with Timothy Downs of Thomas & Hutton on January 9th. Proposals forthcoming on Master Development Plan (other due diligence)
 - First Industrial of Beulaville (former National Spinning), Met broker on January 13th for building tour. Prefer lease agreement; sale price listed as “negotiable”, as owner not interested in selling.
 -

- ◆ **BOARD MEMBER COMMENTS**
 - JSCC Workforce Development Center ground breaking is scheduled for April 11th
 - Duplin County Transportation Department ribbon cutting is scheduled for February 18th at 10am
 - Event Center will soon be announcing concert that is scheduled for May 9th

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

Minutes Approved by EDC Board Chairman:

Chairman

Date