

OPEN SESSION

DUPLIN COUNTY
ECONOMIC DEVELOPMENT COMMISSION
BOARD MEETING

OPEN SESSION AGENDA
Airport Conference Room

Friday, October 4, 2024
7:00 am

- ◆ CALL TO ORDER & WELCOME
- ◆ CONSENT AGENDA
 - Approve Previous Minutes
- ◆ AIRPARK IMPROVEMENT PROJECTS UPDATE
 - Clearing & Grubbing Contract/Golden LEAF Grant
 - Roadway Construction, Water & Sewer Improvement Construction
 - NC Commerce IDF Grant
 - SCIF Allocation
 - NCFS Region 1 HQ Update
- ◆ ECONOMIC DEVELOPMENT READY BUILDINGS CONSTRUCTION COMMITTEE REPORT
 - *ACTION ITEM:*
 - *Appoint Selection Committee to review RFQ Design-Build Submittals*
 - *List of companies that submitted RFQ's (Exhibit A)*
- ◆ WESTPARK BUSINESS & INDUSTRIAL PARK UPDATE
 - Well Project Update
 - Agriculture Land Lease
- ◆ NAMED PROJECTS UPDATE
 - Project Pear
 - Project Freeze
 - Project ACC
 - Project Heel
 - Project Panda
 - *ACTION ITEMS:*
 - *Approve County Incentive Program Offer (Exhibit B)*
 - *Approve NC Commerce Building Reuse Grant Application*

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▪ *Approve One NC Grant Application*

- Project Evolution
- Project Gemini
- Project Sundrop

♦ **ACTION ITEM:**

- *Review RFQ for General Engineering Services (Exhibit C)*

♦ **DIRECTOR'S NOTES AND ANNOUNCEMENTS**

♦ **BOARD MEMBER COMMENTS**

♦ **OTHER NOTES/ANNOUNCEMENTS**

♦ **ADJOURN**

**DUPLIN COUNTY ECONOMIC DEVELOPMENT COMMISSION
BOARD MEETING
Thursday, October 4, 2024
7:00am**

OPEN SESSION MINUTES

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

Absent:

Guests: Dion Viventi, Parrish & Partners, Joe McKemey, McDavid Associates and Lynn Moore, NC Works

♦ **CALL TO ORDER**

- Meeting was called into order by Charlie Farrior

♦ **CONSENT AGENDA**

- Approve Previous Minutes
- The motion to approve the consent agenda with recommended corrections was made by Dean Lee, seconded by Al Searles and passed unanimously.

♦ **AIRPARK IMPROVEMENT PROJECTS UPDATE**

- **Clearing & Grubbing Contract/Golden LEAF Grant**
 - Project finished with F & S Grading at \$14,162.35 under budget due to less quantities utilized than quoted and Parrish & Partners at \$40,398.01 under budget due to “Inspections-Not to Exceed” agreement coming in lower.
 - Resulting in total of project finalizing at \$84,954.86 under original budget submitted to Golden LEAF in application
 - Grant is ready to close-out and will be complete by November
- **Roadway Construction, Water & Sewer Improvement Construction/NC Commerce IDF Grant Status**
 - Progress meeting held on September 24th. Coordination issues still persist
 - Working to align two engineers plan sets. Currently, water and sewer & roadway plans don’t match
 - NCDOT comments remain unanswered, construction still underway
 - Working towards solution; contractor voicing frustration with project and engineers; concern that construction will stop if engineers remain at odds and plans continue to be in question
 - Dion Viventi, P & P Engineer, advised that Chatham Civil has requested additional data for downstream culverts which results in a \$5,500 change order
 - Roger Davis made motion that the EDC Board approve a not-to-exceed \$5,500 change order to allow for additional data for downstream culverts as requested by Chatham Civil Contracting. Motion was seconded by Dean Lee and passed unanimously.
- **NC IDF Commerce Grant** -- April 8, 2025 grant deadline

- Billing has begun for this grant and will soon file first claim
- **SCIF Allocation** – June 2025 deadline
- **NCFS Region 1 HQ Update**
 - Awaiting completion of final executed lease from State officials
 - State still on target to go to bid in late October/early November
- ♦ **ECONOMIC DEVELOPMENT READY BUILDINGS CONSTRUCTION COMMITTEE REPORT**
 - **ACTION ITEM:**
 - *Selection Committee to review RFQ Design-Build Submittals will consist of Charley Farris, Roger Davis, Carrie Shields, Scotty Summerlin, Dean Lee, Josh Raynor and Joe Melvin.*
 - *Motion made by Ken Smith, seconded by Al Searles and passed unanimously*
 - Review meeting set for Thursday, October 10, at 7:30am pending confirmation from all committee members and the committee members receipt of RFQ's in timely manner to review before said date and time
 - List of companies that submitted RFQ's (Exhibit A)
- ♦ **WESTPARK BUSINESS & INDUSTRIAL PARK UPDATE**
 - **Well Project Update**
 - Contract has been signed with A.C. Shulte and Joe McKemey, McDavid Associates, is in correspondence with all involved to schedule pre-construction meeting
 - **Agricultural Land Lease**
 - Solicitation for bidders will be advertised next week; upset bids not expected
- ♦ **NAMED PROJECTS UPDATE**
 - **Project Pear**
 - NC Tobacco Trust Fund application approved in the amount of \$500,000
 - NCAMPI award given in the amount of \$1 million
 - **Project Freeze** - no update this month
 - **Project ACC** – satisfied Building Reuse Grant; getting up-to-date pics of space and preparing to closeout. Still working on increasing employees
 - **Project Heel** – no update
 - **Project Evolution** – awaiting incentive offer from NC Commerce
 - **Project Gemini** - Submitted RFI
 - **Project Sundrop** – Submitted RFI
 - **Project Panda**
 - **ACTION ITEM:**
 - *Approve County Incentive Program Offer (Exhibit B)*
 - *Roger Davis made motion to approve Project Panda to apply for the County Incentive Program should they have need. Seconded by Glenn Cavanaugh and passed unanimously.*
 - *Approve NC Commerce Building Reuse Grant Application – County's obligation would be \$6,250*

- *Approve One NC Grant Application – County's obligation would be \$66,666.67*
 - *Ken Smith made motion to approve recommendation to the Board of County Commissioners for EDC to submit applications to NC Commerce for the Building Reuse Grant and the One NC Grant for Project Panda. Motion was seconded by Carrie Shields and passed unanimously.*

◆ **ACTION ITEM:**

- *Review RFQ for General Engineering Services (Exhibit C)*
 - *Roger Davis made motion to approve the RFQ for Engineering Services with the removal of wording “Duplin or County” in bullet #5 under Qualification Evaluation Criteria and replacing with “area”. Motion was seconded by Jay Caraway and passed unanimously.*

◆ **DIRECTOR’S NOTES AND ANNOUNCEMENTS**

◆ **BOARD MEMBER COMMENTS**

- NC Southeast announced at annual meeting that the first loan had been made from the recently developed Revolving Loan Fund


◆ **OTHER NOTES/ANNOUNCEMENTS**

- James Sprunt Community College ranked 11th in the Nation for Community Colleges

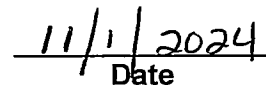
◆ **ADJOURNMENT**

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

Minutes Approved by EDC Board Chairman:



Chairman



Date