

OPEN SESSION

**DUPLIN COUNTY
ECONOMIC DEVELOPMENT COMMISSION
BOARD MEETING**

**OPEN SESSION
AGENDA**

Duplin County EDC

**Friday, October 6, 2023
7:00 am**

- I. CALL TO ORDER & WELCOME**
- II. CONSENT AGENDA**
 - **Approve Previous Minutes**
 - **Other Action Item(s)**
- III. AIRPARK IMPROVEMENT PROJECT**
 - **NCSE Grant Status**
 - **GLF Grant # 2 Status**
 - **New Action Item: NCDOT Dedication of Airpark Roads**
 - **SCIF Allocation Status**
 - **NC Commerce IDF Grant Status**
 - **NCFS Region 1 HQ Update**
- IV. EDC STRATEGIC PLAN**
 - **New Action Item: Approve Strategic Plan 2024-2027 and Schedule Presentation to BOCC**
- V. STATE LEGISLATIVE ALLOCATION**
- VI. INCENTIVE REQUEST FOR HANGAR UPGRADE**
 - **New Action Item: Request to approve tax incentive agreement with existing tenants**
- VII. EDC DIRECTOR'S REPORT**
- VIII. NAMED PROJECTS UPDATE**
 - **Project Freeze**
 - **Project ACC**
 - **Project Heel**
- IX. BOARD MEMBER COMMENTS**
- X. OTHER NOTES/ANNOUNCEMENTS**
- XI. DUPLIN COUNTY ECONOMIC DEVELOPMENT CORPORATION MATTERS**
 - **Financial Report**
- XII. ADJOURN**

**DUPLIN COUNTY ECONOMIC DEVELOPMENT COMMISSION
BOARD MEETING
Friday, October 6, 2023
7:00am**

OPEN SESSION MINUTES

Present: Glenn Cavenaugh, Charlie Farris, Roger Davis, Dean Lee, Dr. Jay Carraway, Al Searles, Kevin Smith, Ken Smith, Scotty Summerlin and Teresa Chambers

Absent: Don Tabor

Guests: Carrie Shields, Four County EMC, Tim Gruebel, Chad Rogers and Jennifer Martin, all of Parrish & Partners

I. CALL TO ORDER

- Meeting began at 7:05am 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 Dean Lee, seconded by Glenn Cavenaugh and passed unanimously.

III. AIRPARK IMPROVEMENT PROJECT

• **Grant Statuses**

- **NCSE** – Extension requested and approved by NCSE through March 31, 2024. Steve Yost has expressed the excess funds available would likely be an eligible expense for the Parrish & Partners WA # 2 for project management and construction administration.
- **Golden LEAF Grant 2** – Extension requested and approved by Golden LEAF through April 1, 2024.
 - ♦ **New Action Item: NCDOT Dedication of Airpark Roads**
 - The motion was made to dedicate the roads to NCDOT contingent on the final approval of additional engineering costs from Parrish & Partners by Roger Davis, seconded by Dean Lee and passed unanimously by board.
 - **SCIF Allocation Status** – Continues to draw interest and updating quarterly
 - **NC Commerce IDF Grant Status** - Parrish & Partners continue to work on coordination of utilities. Providers slow to respond. Soon to begin bi-monthly progress meetings with P&P and MAI.
 - **NCFS Region 1 HQ Update** - Lease agreement accepted by NCFS and County.

IV. EDC STRATEGIC PLAN

- **New Action Item: Approve Strategic Plan 2024-2027 and Schedule Presentation to BOCC**
 - ♦ Carrie Shields asked to include the \$12 million state appropriation funding to plan before final draft is approved
 - ♦ Once final draft is complete, the board will review and approve

- ◆ Presentation to BOCC and County Manager will be scheduled once dates of availability are identified; tentatively after the beginning of 2024

V. STATE LEGISLATIVE ALLOCATION

- The EDC has been granted an allocation of \$12 mil for economic development, including infrastructure improvements.
- Funding priorities discussed, activities and projects for EDC. **See HANDOUT (attached)**
- Some recommendations were reserving monies for finishing roads, installing fiber and electric, installation of road at front of Airpark, shell building construction. Flyer provided by Dean with an example of shell building recently constructed in Vance County (see insert). He has made inquiries and has offered to coordinate a trip for the board to view the building in person. Dean and Scotty will coordinate on date/time for this to happen within the month of November and advise the board members.
- Possibly construct airport maintenance shop, enhance entrance to Airpark

VI. INCENTIVE REQUEST FOR HANGAR UPGRADE

- **New Action Item: Request to approve tax incentive agreement with existing tenants**
 - ◆ Tax Incentive Performance Agreement proposal for upgrade on existing hangar with cost at approximately \$248,000. Company is requesting approval of a five (5) year term of full reimbursement of taxes with agreement to fulfill all requirements within one (1) year upon commencement of work. For further details, see insert provided.
 - ◆ Company is requesting to move quickly on approval due to space limitations for jet that is already in house. Scotty questioned if the board would be willing to approve a performance agreement with understanding that it is contingent that the details are more specified in agreement before presenting to BOCC with EDC approval. Charlie requested more details to be provided to the EDC board before giving approval to proceed. As a note, Airport board has approved the upgrades as presented. The understanding is that the tax rebate would be based on the taxes paid on the three (3) aircraft currently housed at Airport.
 - ◆ Motion made to recommend approval of submitting the tax incentive performance agreement with a recommendation to accept terms as presented and contingent to contract agreements being finalized with Scotty working out details with Company and Board of County Commissioner approval. Motion was made by Roger Davis, seconded by Al Searles and passed with majority of board approval. Opposing the motion was Charlie Farrior.

VII. EDC DIRECTOR'S REPORT

- New County Manager, Bryan Miller, begins on Monday, October 9th. New Assistant County Manager, Carrie Shields, to start on Thursday, October 26th.
- EDC partnering with Duplin County Water to construct new well at WestPark. MAI assisting with application and plans and specifications. GLF requesting updated information.
- Teaming up with EDPNC to schedule business visits in October and going forward.

VIII. NAMED PROJECT UPDATE

- **Project Freeze** – make jobs, expanding facility; waiting to request funds after development
- **Project ACC** - no update
- **Project Heel** – no update

IX. BOARD MEMBER COMMENTS

- Board member, Don Tabor, is retiring. Scheduled to speak with him next week regarding his recommendation for replacement.

X. OTHER NOTES/ANNOUNCEMENTS

XI. DUPLIN COUNTY ECONOMIC DEVELOPMENT CORPORATION MATTERS

- Financial Report – Motion made by Ken Smith to approve financial report, seconded by Dean Lee and passed unanimously.

XII. ADJOURNMENT

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