



August 17, 2021
KEP Board Meeting
(In Person/Zoom Hybrid Meeting)

Board Members Present

Mike Petit de Mange
Robin Christiansen
Joanne Masten
Tabitha Gott
Judy Diogo
Jerry Esposito
Shelly Cecchett
Gregg Moore
Denis McGlynn
Bob MacLeish
Shane Breakie
Richard Wilkins
Chuck Spiegelman

Absent

Doug Morrow
Jordan Schulties

Guest

Dave Hugg
Jeremy Rothwell
Marilyn Smith

Gregory Moore called the meeting to order at 8:00am.

After it was determined there was quorum present, the board moved forward with the meeting.

Addition to the agenda in regards to order of presentations, on motion made, by Denis McGlynn, seconded by Bob MacLeish, the agenda was approved.

The minutes were sent to the board in advance, on motion made by Denis McGlynn, seconded by Joanne Masten, the June 2021 minutes were approved.

Financial Report – There were two months of financial reports, May and June. Linda Parkowski stated the majority of revenue comes in during July to the end of the year. The largest expenses for the year were due to advertising.

Motion to accept the financial reports by Bob MacLeish, seconded by Denis McGlynn.
Motion carried.

Chairman's Report – Gregg Moore

Gregg discussed the Executive Committee handled Linda's annual review and Linda will handle Shannon Heal's review.

Gregg also discussed the KEP hiring a law firm to review the company's by-laws. He shared that we will need to fill out a certificate of revival for the attorneys and is procedural. A follow up meeting with the law firm will be late September to hopefully bring to the October board meeting. Motion to accept made by Judy Diogo, seconded by Joanne Masten. Motion carried.



Business Developer's Report – Shannon Heal

Shannon discussed the recent news coverage in Business Facilities and Delaware Business Times. She also went over the advertising calendar and the publications that will include KEP's ads through the rest of the year.

Shannon reported on the Harrington Industrial Park and has attended the planning meetings as well as the Dover/Kent MPO's Harrington Terminal Study meetings.

KEP is currently working with their website host to update properties and making them more prominent on the website. They are adding a “featured properties” section where they can manually change out properties to display on the homepage.

Shannon discussed details of their videographer's recent visit which included interviewing Mayor Christiansen and filming drone footage of Duck Creek and Delmarva Corrugated.

Shannon has given the reports for KEP at the Central Delaware Chamber of Commerce Board Meetings and Smyrna's Economic Development Committee. She has also attended the recent EDA Webinars that discussed the various funding opportunities.

Shannon discussed the Kent County Business Tour. She organized a large group of board members, Levy Court Commissioners, politicians, City Council, and local businesses. The group was able to tour a mix of industrial sites for future development as well as businesses that recently relocated to Kent County. Senator Carper and Congresswoman Lisa Blunt Rochester were in attendance and the tour was well received by all.

Executive Director's Report – Linda Parkowski

Linda picked up where Shannon left off and added some final thoughts about the Kent County Business Tour.

Linda has given presentations to Dover City Council, Clayton City Council, served as a judge for the EDGE Grant STEM portion, and given tours of Duck Creek Business Campus.

Linda has attended various planning meetings including 131 Rosemary and the Harrington Industrial Park. She has provided information about similar parks in Lehigh Valley to compare their planning process and ordinances.

Linda is currently serving on the newly-formed State Chamber's Infrastructure and Transportation Committee.



She has toured the Box Plant to see their plans for an additional building on the site and assisting them through the process.

Linda has also met with the Director of State Planning to update them on what we are doing and to discuss industrial land along the rail for the future. Dave Hugg was also in attendance.

The Department of Labor has an upcoming Job Fair in the Blue Hen Corporate Center's parking lot. KEP is partnering with them to assist.

The Kent Broadband Committee is involved with the County's Planning Department to identify areas where the State's \$100 million will not go and that will need additional funding for broadband.

Linda attended a Logistics and Distribution Conference in Vail and listened to speakers. This year Delaware was a sponsor and was able to attend a sponsor dinner. KEP provided USB drives with pre-loaded information about Choose Central Delaware. Relationships were formed with site selectors and we will consider which ones to engage with and possibly bring in in the future.

Dave Hugg mentioned 30 acres on Lafferty Lane that will potentially become warehousing space. Following the board meeting, there will be a meeting about the warehousing space that the KEP is attending.

Linda shared details about the updated project pipeline. There are 2 projects in "serious" stage involving warehousing and fulfillment. There are also 3 "middle" stage and 17 in "early" stage beginning to look at sites. KEP is also working with 3 existing companies on their expansion.

Marilyn Smith from the Dover-Kent MPO then presented to the group. She discussed what the MPO does and current projects and studies they are working on.

Public Comment –

The meeting was adjourned at 8:59 am

The next meeting will be October 19, 2021, in person/Zoom hybrid.