



February 16, 2021  
KEP Board Meeting  
(Zoom Meeting)

**Board Members Present**

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

**Absent**

Doug Morrow  
Damian DeStefano

**Guest**

Dave Hugg  
Jeremy Rothwell

Gregory Moore called the meeting to order at 7:34am.

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

There being no addition to the agenda, on motion made,  
by Denis McGlynn, seconded by Joanne Masten, the agenda was approved.

The minutes were sent to the board in advance, on motion made by Robin Christiansen,  
seconded by Denis McGlynn, the December 2020 minutes were approved.

**Financial Report** – There were two months of financial reports, November and December. Linda Parkowski stated the year end revenue came in at around \$318,000 and received contributions totaling \$44,000 from the Greater Kent Committee to date as well as \$23,000 raised from private businesses. Expenses remained normal and were spent in the areas of technology, marketing, and conferences.

Motion to accept the financial reports by Judy Diogo, seconded by Denis McGlynn.  
Motion carried.

**Chairman's Report – Gregg Moore**

Gregg discussed the two new positions on the Kent Economic Partnership Board of Directors: Joanne Masten representing for Kent County Levy Court and Tabitha Gott representing for the Town of Smyrna.



A meeting took place between Gregg Moore, Linda Parkowski, and Mike Petit de Mange to discuss the grant money from Kent County Levy Court. The grant money has increased by \$65,000 which will start in July as part of the Community Service Grant.

### **Business Developer's Report – Shannon Heal**

Shannon reported on the recent media coverage and articles that featured Linda Parkowski. She also discussed the new advertising campaign by the Kent Economic Partnership and listed the publications in which the ads will be placed.

Shannon has participated in the First/Final Mile Focus Group, which was created to identify areas of freight activity and provide feedback for Kent County. She has also participated in Delaware Prosperity Partnership's Innovation meeting on Aquaculture, which discussed the current aquaculture ecosystem in Delaware.

Shannon has completed two IEDC courses as well as two UD IPA courses, with another taking place in the first week of March.

Video testimonials and virtual site tours were filmed during the last week of January. The Kent Economic Partnership arranged the filming of a testimonial from Procter & Gamble and a virtual site tour at the Newton property in Harrington. They also arranged testimonials from young professionals in Kent County to discuss the benefits of living and working in Central Delaware.

Shannon mentioned she is currently working on the next edition of the digital newsletter, which will be released soon.

### **Executive Director's Report – Linda Parkowski**

Linda reported that the Broadband committee has moved forward and the recommendations will be presented at the Kent County Levy Court Retreat.

Linda and Mike Petit de Mange discussed the Levy Court has signed the C-PACE agreement, which enables companies to invest in clean energy solutions for their properties. This is mostly to be used by commercial and industrial properties and is a good way for companies to obtain low-interest financing for these projects. All three counties are now participants.

Smyrna and Dover's Economic Development Committee Meetings have been attended by both Linda and Shannon. At the most recent Dover meeting, the KEP presented how to operate the Zoom Prospector program.

The Dover-Kent MPO has been a great partner for various transportation studies. For this coming year, the KEP requested a rail-land study. This study will identify land along our rail



corridor that is 5 to 6 acres or more that has road access. A request has been made to Senator Carper's office for programs that preserve land along the rail for industrial use, which we can then model our program after once the survey has been completed.

Linda and Shannon have done multiple site tours as a caravan to maintain social distancing.

The KEP was bringing in a site selector in February, but due to a snowstorm it has been postponed until May. She will tour our municipalities and industrial sites, then will host a coaching session the following day.

In early December, a Site Selector did a Mock RFI exercise with KEP, Smyrna, and Dover. Following this exercise, a list of data and research needs was created. Some of this data will be gathered from the Rockport study, but a request was also made to Delaware Prosperity Partnership for assistance.

The KEP has done some business retention and expansion visits virtually via Zoom. Presentations have also been made to the Greater Kent Committee, the Chamber's Economic Forecast, and the Central Delaware Leadership.

Linda is working with the Downtown Dover Partnership on their economic plan and loaned them the KEP's videographer to film a driving tour of Downtown Dover for redevelopment in the area.

Linda is also working with the Central Delaware Aviation Complex and the update is coming this month. The environmental assessment has been completed and has comment back from the Air Force. DelDOT has responded to those agreements and is moving along, but the Joint Use Agreement has not yet been signed.

The Rockport Study is moving along and there will be a meeting this month to find out updated information. This information will drill down on drive times and workforce skill levels. It will also take a deeper dive into Smyrna, Dover, and Milford's targeted industries.

Linda shared her screen with the updated project pipeline. She went over updates on Project Cape and discussed the new "Middle Stage" and "Early Stage" projects.

#### **Public Comment –**

Richard Wilkins of the Delaware Farm Bureau discussed a recent task force meeting about the lack of sufficient capacity for livestock processing. He mentioned issues in the livestock industry with obtaining permits for expansion and also constraints businesses in the agriculture industry are facing in Kent County. The KEP reported they will follow up with the task force and will schedule meetings with the local businesses to assess their needs.



The meeting was adjourned at 8:40 am

The next meeting will be April 20, 2021 via Zoom.