



June 15, 2021  
KEP Board Meeting  
(Hybrid Meeting)

**Board Members Present**

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

**Absent**

Doug Morrow  
Richard Wilkins

**Guest**

Dave Hugg  
Jeremy Rothwell

Gregg 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 Jerry Esposito, the agenda was approved.

The minutes were sent to the board in advance, on motion made by Robin Christiansen,  
seconded by Judy Diogo, the April 2021 minutes were approved.

**Financial Report** – There were two months of financial reports, March and April. Linda Parkowski stated sponsorships are still coming in as well as payments from the County and municipalities. A majority of the expenses were related to consulting and advertising fees.

Motion to accept the financial reports by Denis McGlynn, seconded by Joanne Masten.  
Motion carried.

**Chairman's Report – Gregg Moore**

Gregg Moore reported that he, Linda, and Mike Petit de Mange worked together on the new budget and the County grant, which has increased reflecting the KEP's growth and the former County employee. Gregg also asked for the board's approval of moving the next meeting to begin at 8:00am with no objections.



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

Shannon shared details of the recent visit from Tess Fay, a global site selector that specializes in manufacturing. She explained the tour of Central Delaware, including available industrial sites that were visited as well as recent manufacturing businesses that moved to the area. She also detailed the Coaching Seminar that was attended by the municipalities, public officials, and commercial brokers, and a visit from Governor Carney via Zoom. She passed around the itinerary and handouts that were used during the tour, and made them available to the Zoom attendees digitally.

Shannon discussed the recent news articles that featured the KEP and the publications that will feature advertising for Choose Central Delaware in the upcoming months.

Shannon has participated in the second First/Final Mile focus group for Wilmapco and DelDOT. She stated the study is continuing to address suggestion for areas of freight connection improvements. The second meeting addressed freight conflicts and funding solutions.

Shannon has also participated in the Smyrna Economic Development Committee, where updates from the KEP are provided as well as listening in on current happenings for the Town of Smyrna.

Shannon is currently working on the next edition of the newsletter, which is published digitally to email subscribers, and will submit the latest updates in the coming months. She is also working on updating the website following advice received from the Site Selector visit.

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

Linda discussed wrap up details of the Site Selector visit and mentioned arranging another visit in the coming year. She mentioned what we learned and what we would do differently next time. The next site selector that the KEP would like to host will specialize in logistics.

During the County tour, the Site Selector provided feedback on the Central Delaware Aviation Complex. She referred the KEP and DelDOT to a consultant that specializes in aviation. Following a Zoom meeting, the KEP is awaiting an engagement letter to consider potential services that consultant can provide.

In August, Linda will be traveling to a logistics focused conference with Bill Pfaff from Sussex County and Becky Harrington from the Delaware Prosperity Partnership.

Linda is participating in the Truck Parking Study, which is seeking to find a solution for staging trucks from distribution centers. Southern Delaware lacks a rest stop and the study is going to find solutions and recommendations following its conclusion.



Linda is also participating in the Dover Freight Study, which is funded by the MPO, and discusses a potential connector road from Garrison Oak to the East Dover Industrial Area. The study should be concluded by the end of the summer. The MPO is also funding a study for the Harrington Industrial Park planning. The park will include 10 lots, 6 of which can be serviced by rail, and will have a multimodal transfer station.

Duck Creek Business Campus has had many tours of the space and hosted an Open House. Linda brought Matt Meyer from New Castle County to tour the complex and observe the progress of the site. Linda sent them an inquiry for a potential tenant and is working with them on their TIFF application for funding.

The KEP has been working with a national municipal firm, AMP, and has been sent several inquiries from them. The contingency is the sites have to be in DEMEC communities, which Dover and Smyrna qualify for.

Existing projects that we are assisting are USA Fulfillment and National Vinyl Products. They are having issues with their parking lot and conservation district and the KEP is assisting them through these problems.

The Kent County Broadband Committee is very active and is waiting for the State's broadband report to come out to move on to next steps.

Linda briefly discussed the projects in the KEP's pipeline. There are about 20 projects in the pipeline currently, mainly in the manufacturing sector. Linda and Shannon are also planning a sales blitz in Denton and Federalsburg, Maryland. Following the RFI for Project Thunderbird, Central Delaware was not chosen as a potential site due to workforce, which Shelly Cecchetti is addressing through her committee. It is also being addressed through the Rockport 2.0 study which is ongoing.

Mayor Christiansen discussed the City of Dover is seeking a new City Manager, City Clerk, and the City's new campaign that will be starting soon following the pandemic.

#### **Public Comment –**

The meeting was adjourned at 8:26 am

The next meeting will be August 17, 2021.