



October 20, 2020  
KEP Board Meeting  
(Zoom Meeting)

**Board Members Present**

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

**Absent**

Brooks Banta  
Damian DeStefano

**Guest**

Dave Hugg  
Jeremy Rothwell

Gregory Moore called the meeting to order at 7:35am.

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 Judy Diogo, seconded by Denis McGlynn, the agenda was approved.

The minutes were sent to the board in advance, on motion made by Joanne Masten, seconded by Denis McGlynn, the June 2020 minutes were approved.

**Financial Report** – There were two months of financial reports, July & August. Linda Parkowski stated that we received the State of Delaware contribution of \$ 100,000 in July. August expenses are reduced due to less meetings and conferences because of Covid.

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

**Chairman's Report –**

Gregg made the Board aware of the restructure and movement of Rose Wurzel to the Recorder of Wills. Gregg introduced the Board to new hire Shannon Heal, Business Developer for KEP.

Gregg discussed the Master Planning for Little Heaven and Frederica. The plans were presented to the State of Delaware in the form of the PLUS Process, where there were some modifications recommended. Mike Petit de Mange discussed the follow up meeting with DelDOT that will take



place in November to review Century Engineering's work. He mentioned plans to have the Master Plans adopted by the last Levy Court meeting in December.

Gregg brought attention to Ordinance Amendments LC20-11 and LC20-12. Ms. Parkowski discussed the amendments and changes in greater detail.

Motion to accept Ordinance Amendments by Denis McGlynn seconded by Judy Diogo. Mike Petit de Mange recused himself from the motion. Motion carried.

Gregg led a discussion about the City of Milford's vote to withdrawal membership from the KEP. Doug Morrow explained he does not support their decision. Linda announced an upcoming meeting with the Mayor and ongoing communications with the City Manager.

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

Linda will be giving a presentation to Kent County Levy Court the evening of the Board Meeting. She will be updating them on recent projects and presenting Ordinance Amendments LC20-11 and LC20-12.

A meeting with Smyrna and Bayhealth has taken place to update them on Smyrna's growth. A meeting is also scheduled with Christiana to update them on similar topics and to find out their future development plans.

Linda has been attending Smyrna's Economic Development Committee meetings. There will be a groundbreaking for the Duck Creek Business Park on October 28<sup>th</sup>.

Dave Hugg, Mayor Christensen and Linda toured the Sears building with the mall manager.

The Delaware Prosperity Partnership hosted a conference with site selectors. Three site selectors have been identified for further insight to the KEP and municipalities. One site selector specializes in manufacturing and will be coming to Kent County in February to tour sites and to host coaching seminars. Another site selector that specializes in food processing will be hosting a mock RFI exercise for the county, Dover, Smyrna, and Milford in November through December.

Linda participated in the Kent County Economic Summit and spoke to the Leadership Delaware Class.

Linda is working with the Milford Wellness Village on their Polytech lease for a CNA training program in the future.



The KEP is currently involved in three studies: a transportation study for East-West Freight Route, Horsepond Road/Lafferty Lane, and master planning for an industrial park in Harrington.

The Central Delaware Aviation Complex had an environmental assessment that is out for comment and a joint use agreement is expected to be signed by January 2021. A meeting was held with the Base Commander to brief him on updates.

Rockport 2.0 is in process and we are waiting on results regarding workforce.

The Broadband Committee has been formed and is working toward completing recommendations by the end of the year on broadband enhancement.

Linda shared her screen with sensitive information regarding the project pipeline. She went over an extensive report of some of the companies she is currently working with, their job number potential, and investment amounts.

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

Shannon has been with the KEP for a month and has started to engage with local businesses. She has been on business tours with Linda to the Milford Wellness Village and Intermold Corporation. They are also working with Hillandale to assist them with their building expansion.

Virtual site tours have been filmed for multiple sites in Kent County to use on Choose Central Delaware's website and social media accounts. This will enable prospective tenants to tour facilities without having to travel due to Covid. Testimonials were also filmed with employees from Kraft and Edgewell on the benefits of doing business in Central Delaware.

Linda and Dave Hugg gave Shannon a tour of Lafferty Lane's business parks and industrial complexes. Shannon will begin to create a database of businesses in these industrial parks and will compose a letter to reach out to business owners and introduce them to KEP.

Shannon created the KEP's first newsletter which was released in mid-October. It detailed current updates such as the PPG building project, the Broadband Committee, the filming of the virtual site tours, and the current project pipeline. Shannon has also been working to update the website with recent news and added incentives.

Shannon has participated in the Greater Kent Committee's Quality of Life Committee.

Recent media coverage and interviews were announced.

### **Public Comment –**



Mike Petit de Mange recognized and welcomed Chuck Spiegelman and Richard Wilkins to the Board.

Richard addressed the Board in regards to a shortage in meat processing facilities in Delaware. He noted the large demand from consumers to source animal protein directly from the producers, but the shortage is in the processing. Linda noted that we will have more information regarding this sector following the food processing site selector exercise and the results of Rockport 2.0.

The meeting was adjourned at 8:35 am

The next meeting will be December 15, 2020.