STATE OF DELAWARE
DEPARTMENT OF TRANSPORTATION
800 BAY ROAD
P.O. BOX 778
DOVER, DELAWARE 19903

JENNIFER COHAN
SECRETARY

Transportation Infrastructure Investment Fund Council

Meeting Minutes

June 18, 2020
9:00am

Virtual Meeting

Members Present:

Joe Westcott (CHAIR)	
Rob Book	
Cornelia Johnson	
Martin Nunlee	
Mona Parikh	
John Riley	
Bill Strickland	
Representative Bill Bush	Delaware House of Representatives

Guests:

Jennifer Cohan	Delaware Department of Transportation
Nicole Majeski	Delaware Department of Transportation
Shanté Hastings	Delaware Department of Transportation
Marc Coté	Delaware Department of Transportation
Todd Sammons	Delaware Department of Transportation
Todd Reavis	Delaware Department of Transportation
Annie Cordo	Department of Justice
Damian DeStefano	Division of Small Business
Jordan Schulties	Division of Small Business
Deirdre Smith	

Kurt Foreman
Becky Harrington
Abbey Houseal
Alan Marteney
Kevin Davis
Linda Parkowski
Kenneth Usab
Megan Kopistecki
Michael Henry
Nathan Field
Paul Ruggerio
Robert Rider
Susan Coulby

Agenda Item # 1: Welcome and Introductions

Discussion: Joe Westcott opened with a welcome and did introductions. Martin Nunlee was introduced as a new member of the Council.

Agenda Item # 2: Approval of the January 27, 2020 Meeting Minutes

Discussion: A motion was made by Bill Strickland to approve the minutes of the January 27, 2020 meeting. Rep. Bush seconded the motion. John Riley abstained from voting since he did not attend the January meeting. The motion passed with all other members present voting to approve.

Agenda Item # 3: Overview of the Transportation Infrastructure Investment Fund

Discussion: Sec. Cohan, Marc Coté, and Damian DeStefano, gave an overview of the Transportation Infrastructure Investment Fund (TIIF) by reviewing Senate Bill 61 and the regulations governing the practices and procedure for administering the fund, including the eligibility requirements, the application process and the role and responsibility of the TIIF Council.

Senate Bill 61 was signed into law by Governor Carney on July 31, 2019 and created a fund to provide economic assistance to businesses for transportation improvements. The intent is to attract new businesses and have existing businesses expand creating a significant number of new jobs. The legislation also created a Council to review and make recommendations on grant distributions. The final approval of funding will be determined by the Secretary of Transportation and Secretary of State. There is currently $10M in the fund.

In order for projects to be eligible, they must have a public endorser, meet certain employment standards, be financially stable, in good standing, and the transportation improvements must be in the public right-of-way and provide a public benefit.

Marc Coté reviewed the TIIF website, the application and FAQ developed. The application highlights include the following: business information, concept plan showing the infrastructure improvements, cost estimate, job related information and the public purpose. DelDOT and the Division of Small Business will review the applications received and provide an analysis to the Council. Applications are being accepted on a quarterly basis.

Damian explained the difference between TIIF and the Strategic Fund. TIIF is being used to offset the cost of infrastructure that doesn't just benefit the company, but the broader public. There isn't anything that precludes a company from receiving fund from TIIF and the Strategic Fund.

There is not a cap on how much a company can receive. Any unallocated funds will carry over to the next round or year.

Damian explained the job and economic benefit analysis his team performs. The Council asked that a per job macro analysis be done going forward.

Agenda Item # 3: Review and Approval of Received Transportation Infrastructure Investment Fund Grant Applications

Discussion: Marc Coté explained that 9 applications were received totaling $9,378,991.85 in requests. All applications were received by DelDOT to determine the public benefit of the infrastructure improvements and by the Division of Small Business to determine employment and financial stability. Marc proceeded to give an overview of each application, their site plan, the request amount and the recommended award amount.

CHRF LLC: Requested amount of $250,000. Plans to build a 21,000 square foot shop and a 9,880 square foot building; build a cul-de-sac and repave a public road currently in poor condition. Creating 18 new jobs; financially stable; public endorsements from the City of Wilmington Councilmember; State Senator and Wilmington Public Works Commissioner. Public benefit includes enhanced infrastructure, with an improved road, will increase overall appeal of Downing Drive to new businesses. Recommendation is to support the $250,000 request. Martin Nunlee made a motion to recommend $250,000 to CHRF LLC. The motion was seconded by Rep. Bush and passed 8-0-1 with Sen. Sokola absent.

FMIIV (Project Cape: Requested amount of $600,000. Development of a new 500,000 SF corrugated box manufacturing plant located in an Opportunity Zone in East Dover. Creating 159 new jobs; new company with no compliance issues; public endorsement from

the City of Dover and Delaware Prosperity Partnership. Public benefit includes signalization, entrance enhancements and other transportation related improvements for the development of the new plant. Recommendation is to support the $600,000 request. Rob Book made a motion to recommend $600,000 to FMIIV. The motion was seconded by John Riley and passed 7-0-2 with Joe Westcott (technical issues) and Sen. Sokola absent.

RIG Acquisitions LLC (Fort DuPont RV Resort): Requested amount of $1,350,000. Plan to develop a 425 site RV resort; construct a round-a-bout on Rt. 9; upgrades to Polktown Road and N. Reedy Point Road, including raising the road and installing storm water management to mitigate flooding. Creating 5 new jobs; appears in good standing with no compliance issues; public endorsement from Fort DuPont Redevelopment and Preservation Corp. Public benefit includes the roundabout that will increase safety, allow for additional commercial development and mitigate flooding and accessibility issues. Recommendation is to support the $1,350,000 request. Martin Nunlee and John Riley questioned if this project could wait until it received all development approvals and/or put a timeframe on when the funding had to be spent. Sec. Cohan explained that we still needed a recommendation from the Council, but if the project did not move forward the funds will revert back. Rep. Bush made a motion to recommend $1,350,000 to RIG Acquisitions LLC. The motion was seconded by Mona Parikh and passed 7-1-1, with Martin Nunlee not voting and Sen. Sokola absent.

Incyte Corporation: Requested amount of $1,238,355.75. Construction of laboratory and office buildings located at Augustine Cut-Off; install signalized intersection; pedestrian improvements; entrance improvements and repaving. Creating 800 new jobs; financially stable; public endorsement from New Castle County. Public benefit is the improvements for vehicular, bicycle and pedestrian traffic along Augustine Cut-Off. Recommendation is for $1,092,154. The original request included a contingency of 25% and DelDOT recommends a maximum contingency of 10%. Martin Nunlee made a motion to recommend $1,092,154 to Incyte Corporation. The motion was seconded by John Riley and passed 8-0-1 with Sen. Sokola absent.

Lakeshore Motor Corporation: Original request was for $1,400,000 but was amended to $521,929.10. Construction of a new 25,000 SF dealership; installation of an entrance on Us 13 in Seaford; pedestrian improvements along US 13 and improved drainage. Creating 25 new jobs; newly formed entity with no compliance issues; public endorsement from the City of Seaford. Public benefit includes installation of pedestrian facilities, where none currently exist along Us 13; improved safety with an added turn lane and replacement of drainage pipe. Recommendation to support $521,929.10. Rob Book made a motion to recommend $521,929.10 to Lakeshore Motor Corporation. The motion was seconded by John Riley and passed 8-0-1 with Sen. Sokola absent.

Miller Metal Fabrication: Requested amount of $313,000. Construction of a new entrance with protected turn lane along Rt. 404. 6 jobs to be relocated; financially stable; public endorsement from the Delaware Prosperity Partnership. Public benefit includes the new entrance that will allow for safer access and allow for future development. Recommendation to support the $313,000. Mona Parikh made a motion to recommend $313,000 to Miller Metal Fabrication. The motion was seconded by Joe Westcott and passed 8-0-1 with Sen. Sokola absent.

NKS Distributors: Requested amount of $1,385,707. A new 257,000 SF headquarters and distribution facility will be located in Kent County just south of Smyrna; installing a new traffic signal and widening Big Woods Road to provide shoulders. Creating 4 new jobs; financially stable; public endorsement from Kent County. Public benefit includes safety and operational improvements with intersection upgrades and road widening for the traveling public. Recommendation in the amount of $1,151,816.90. The request included a contingency of 15% and unidentified costs not itemized. John Riley questioned supporting a request relocating operations from one county to another. Mona Parikh made a motion to recommend $1,151,816.90 to NKS Distributors. The motion was by Martin Nunlee and passed 7-0-2 with John Riley recusing himself and Sen. Sokola absent.

Peninsula Regional Health System: Requested amount of $3,570,000. Proposed new medical facility located in Millsboro; construction of two commercial entrances on US 113, improvement to US 113 crossovers; multi-modal and off-site intersection improvements. Creating 150 new jobs; financially stable; public endorsement from the Town of Millsboro. Public benefit includes safety and operational improvement; reducing traffic congestion; and providing access to existing public transportation systems for residents and employees of the new facility. Recommendation to support the request of $3,570,000. Rep. Bush made a motion to recommend $3,570,000 to Peninsula Regional Health System. The motion was seconded by Martin Nunlee and passed 7-0-2 with Bill Strickland and Sen. Sokola absent.

M&E Properties: Requested amount of $150,000. Located in the Town of Dagsboro along the west side of US 113 would improve the entrance; add a right turn lane and construct a dedicated bike lane. Project would generate 10 jobs. The project is proposed to generate more than 200 trips per day which violated the Department's Corridor Capacity Preservation Program. Therefore, DelDOT is not recommending funding at this time. John Riley made a motion to decline the request of M&E Properties at this time. The motion was seconded by Rep. Bush and passed 7-0-2 with Bill Strickland and Sen. Sokola absent.

Summary of Recommendations: 8 applications totaling $8,848,000 resulting in the creation of 1,319 new jobs was recommended by the Council.

Agenda Item # 4: Future Meetings

Discussion: The Council will be notified when the second round of applications is available to determine the next Council Meeting.

Agenda Item # 5: Public Comment Period

No public comments submitted

A motion to adjourn the meeting was made by Martin Nunlee, seconded by Rep. Bush and approved unanimously by the Council.

Minutes Prepared By: Nicole Majeski, Delaware Department of Transportation

Enclosure: Enclosed is a copy of the presentation shown to the Council, as well as all handouts provided and referenced in the minutes.

Minutes approved by Council 1/26/2021