

**Kent Narrows Development Foundation
Board of Directors Meeting (via Zoom)
January 26, 2021**

Board Members Participating

Jody Schulz, Chair
Justin Kiernan
Joe Pomerantz
Jason Ruth
Jeff Smith
Jason Tuel
Judy Wink

Absent with Notice

Victoria Hoffman, Treasurer
Pat Worns, Secretary
Jerry Dammeyer
Sheryl Jaros
Mike Foster
Walt Thompson

Commissioner Liaison

Phil Dumenil (absent)

Guests:

Bente Cooney, Plastic Free QAC
Marc Lacoste, Best Western
Linda Friday, Queen Anne's County Chamber

Queen Anne's County Staff

Steve Chandlee, Queen Annes's County Parks and Recreation
Katie Clendaniel, QAC Tourism Manager
Shane Moore, Public Works
Heather Tinelli, Director, Economic and Tourism Development
Nancy Scozzari, Parks and Recreation
Paul Sidun, Public Works

Call to Order

The regular meeting of the Kent Narrows Development Foundation commenced at 9:03 a.m. The meeting was conducted via a Zoom video call. A quorum was present by 9:10.

Public Comment

Bente Cooney of Plastic Free QAC reported that the organization is supporting legislation that will

- ban the use of most plastic bags in grocery stores in the State Maryland
- disallow the release of balloons into the atmosphere, and
- encourage hotels to switch to toiletries that are free of plastics, or to limit the use of giveaway toiletries that do come in plastic containers and only distribute them when requested.

Minutes

The board reviewed and ratified the November 17, 2020, minutes and the December 15, 2020, minutes.

RESOLUTION

Judy Wink made a motion to accept the minutes from the December and November meetings. The Board unanimously approved.

Financial Report

The balances from the December reports are as follows: Shore United Bank, \$39,145.30 as of December 31; KNDF Amenities Fund, \$22,500; KNDF 570 Fund, \$201,349; and Chesapeake Charities Fund, \$8,351.36. (4th Quarter Report). The reports are still being finalized and will be e-mailed to the Board when complete.

Parks, Recreation, and Public Landings

Nancy Scozzari reported that the sign at Ferry Point Park is finished. The division continues to work rules and regulations to support the management of traffic and park usage. As a result of the KNDF's request, the stop signs for the trail crossing near the entrance to the parking lot that leads to the boat ramp were ordered. The traffic-calming lights also will be installed on the trail crossing at Kent Narrows Way North.

Nancy has new information on best practices for phragmites control and asked that anyone who needs info to contact her.

Economic Development and Tourism

Heather Tinelli reported that a contract with Choptank Communications is slated to be approved by the Commissioners. Once approved, the QAC branding project can move forward. Stakeholder groups, including the KNDF, will be involved in the process. Choptank Communications did the branding for Dorchester and Worcester counties.

The second round of Covid-relief funding for restaurants (from the state's Rainy Day Fund) is being allocated through the EDC. The county received \$191,000 to divide between hotels and B&B's. Hotels must have at least 10 rooms and B&B's must have at least five rooms and pay accommodations tax. Ten properties in the County meet these qualifications. Properties may receive up to \$45,000. The deadline for applications is January 31, 2021. The office staff is providing technical assistant to those water based business that wish to apply for the DNR grant program.

The Travel and Tourism Advisory Committee is being formed. anyone who would like to join should contact Heather.

Heather reported that the tourism office is using Media One for digital promotion and ad tracking. The company is able to track visitation to the area through cell phone data. The tourism division can determine how much traffic was driven to the county website as result of a digital ad. The program also has the capability of counting hotel bookings

The office is working with a prospect who is interested in producing a Sea Glass Festival and is looking at sites around the Kent Narrows Waterfront area.

PROJECT REVIEW:

CHVC Bulkhead replacement & Dredging; Boat Pier, Boat Lift, and Boat Ramp Rebuild

Shane Moore and Paul Sidun from Public Works discussed the upcoming project to improve the area in front of the Chesapeake Heritage and Visitor Center.

A preliminary site drawing was sent to the Board. Because there was little advance time for the Board to review, Jody asked that comments be sent in to the KNDF office and that a list of comments be compiled and forwarded to Public Works.

The first part of the project is divided into two parts:

- 1) Bulkhead Replacement and Dredging -- Public Works is compiling the final bid specs.
- 2) Boat Pier, Boat Lift, and Boat Ramp rebuild.

It was suggested that the plan be refined to match the streetscape and access guidelines set forth on Page 97 of the Kent Narrows Community Plan.

Joe Pomerantz mentioned that it was important to ensure there was enough room for the fuel truck to be able to easily make deliveries into Piney Narrows Yacht Haven if the area and the lot at the end of Piney Narrows Road is redesigned.

Adequate space is needed for fuel trucks, boat trailers, and emergency vehicles. The ability for large vehicles to be able to turn around at the end of Piney Narrows Road without going through the parking lot is necessary for pedestrian safety.

Paul Sidon said that the turning radius has been studied and large vehicles can navigate the turns, but only if they go through the parking lot. He will be happy to supply turning templates.

The drawing calls for complete redesign of the CHVC parking lot which would most likely include the demolition of all existing plant materials in that lot.

The placement of the motorcoach parking is problematic for a number of reasons, including that it conflicts with Community Plan guidelines.

A comment was made that the location of the rain garden may need further examination.

Only the above mentioned phases of the project are currently funded. The construction is slated for fall 2021.

Director's Report

Gigi reported on the following:

In addition to regular programs, the KNDF's current focus is on three major items: the Comp Plan update, the wayfinding project, and supporting efforts of the Capital Improvement and Maintenance Committee.

Ongoing efforts include executing the planned promotional efforts and continuing to help both new and existing businesses navigate through the challenges posed by the Covid situation. The KNDF continues to review new building projects as they come along.

Comp Plan Update

Gigi emphasized the importance of involvement in the Comp Plan update. Information on meeting dates was distributed in the board packets and is also through outreach efforts by the County. The KNDF Director will be in attendance at key meetings.

New Promotional Efforts

Rekindling the Delmarva Life Project

Before the Covid crisis, the KNDF had been working with Sia Lappin, the rep for WBOC, to schedule a Delmarva Life segment that would feature the Kent Narrows area and key businesses. That project was included in this year's marketing plan. The project will move forward with financial aid from the Maryland Office of Tourism Development's Hometown Marketing grant. \$22,000 was awarded to QAC Office of Tourism Development. QAC Office of Tourism will use \$2,000 of those funds to underwrite the cost of the Kent Narrows initiative.

Production of the Kent Narrows Guide for Visitors, with area maps included.

A schedule for content development was established. Gigi asked businesses to send up-to-date photos and content. The guide will be approximately 9" high so that it fits well in the new racks at the Visitors Center. The booklet will not have ads.

Delivery of the 5,000-copy print run is expected in late April.

Outreach and Economic Vitality

Marine Max has opened its operations at Safe Harbor Marina. The KNDF had a Zoom meeting with the district manager in charge of marketing Marine Max entities.

Business Development Info

KNDF responded to a prospect who is interested in opening a new business in the WVC.

Events

The Kent Narrows Boat Show will not be held this spring.

COMMITTEE TASK FORCE REPORTS

Special tax district reconciliation process

Amy Moredock sent a memorandum to address the KNDF's status with the Special Taxing District reconciliation process. John Seaman is no longer with the county so Amy will be working with his replacement to ensure the properties are included on the tax bills. The memo is attached. Please note that the memo does not indicate that the slips at Piney Narrows are exempt, even though Piney has a letter of exemption from the county.

Pedestrian Wayfinding Project

The submissions for the vendors for the wayfinding project have been received and have completed the initial screening process. The committee (Chandlee, Schulz, Scozzari, Tinelli, and Windley) selected five companies to interviews via Zoom call. That call is scheduled for this Thursday. After the interviews, we formulate the RFP for the first phase of the project. The scoring sheet is attached if you would like to review how the scoring works. As a reminder, the KNDF received \$20,000 from the county grant to help to move this project forward.

Capital Improvements and Maintenance Committee

County departments have been asked to provide the KNDF with copies of existing service contracts that involve the WVC. We have received that info from Parks. Also, the GIS department recently completed maps for the committee to peruse. Jody is working on obtaining prices for services. It was difficult to move forward in getting the prices until the maps were complete.

OLD BUSINESS

HB 12/SB 205

A letter was prepared in support of proposed legislation that would continue to allow dining establishments with an appropriate on-sale consumption license to deliver a sealed beverage for consumption off site. Certain limitations apply. The beverage must be delivered in its original container and must be a part of a food purchase. The letter was sent to the Commissioners and the QAC Board of Licensure (Liquor Board).

Parking under the Kent Narrows Bridge

The Sheriff's Office has been diligent in patrolling and responding reports related to the work trailers and RV's that are parked illegally under the Kent Narrows Bridge.

Letter to the Planning Commission and Commissioners regarding the Kent Narrows Community Plan Update

Amy Moredock emailed that the KNDF's recent letter to the Planning Commission and the Commissioners regarding the Kent Narrows Community Plan format will be given serious consideration. That letter was also discussed with Wallace & Montgomery.

NEW BUSINESS

Administrative

KNDF Financial Disclosure Reports will be due by January 31, 2021. Also, the KNDF may apply for the second round of PPP if deemed eligible.

ADJOURNMENT

The meeting ended at 10:58.

Respectfully submitted,

Georgeanna (Gigi) Windley,

Executive Director

Kent Narrows Development Foundation

Certification:

I hereby certify that this is a true and correct copy of the Minutes that were adopted by the Directors of this Foundation on February 23, 2021.

Patricia Worns, KNDF Secretary