

Kent Narrows Development Foundation
Board of Directors Meeting (via Zoom)
March 23, 2021

Board Members Participating

Jody Schulz, Chair
Joe Pomerantz, Vice Chair
Pat Worns, Secretary
Victoria Hoffman, Treasurer
Sheryl Jaros
Justin Kiernan
Walt Thompson

Absent with Notice

Mike Foster
Jerry Dammeyer
Jason Ruth
Jeff Smith
Jason Tuel
Judy Wink

Commissioner Liaison

Phil Dumenil

Guests:

Linda Friday, QAC Chamber of Commerce
Sherri Oretel, Harris Crab House

Queen Anne's County Staff

Heather Tinelli, Director, QAC Economic and Tourism Development
Nancy Scozzari, QAC Parks and Recreation
Steve Chandlee, QAC Parks and Recreation
James Wood, QAC Public Landings

Call to Order

The regular meeting of the Kent Narrows Development Foundation commenced at 9:01 a.m. The meeting was conducted via a Zoom video call and in person.

Public Comment

None

Minutes

The board reviewed and ratified the minutes from the February 23, 2021, meeting.

RESOLUTION

Walt Thompson made a motion to accept the minutes from the February 23, 2021, meeting. The Board unanimously approved.

Financial Report

Victoria Hoffman reported that the balances from the latest reports are as follows: Shore United Bank as of 2/28/21, \$35,404.00; KNDF Amenities Fund, \$22,500; KNDF; 570 Fund, \$201,349; and Chesapeake Charities Fund, \$8,351.00. Some bills and statements have been delayed due to inclement weather and slow mail delivery. The second round of PPP forgivable Loan Proceeds was \$ 11,255 deposited directly into the Shore United account and the paperwork for the loan forgiveness for the PPP1 is being processed. Jody noted that the payments made for the Hyatt Place Project were not reflected in the Amenities Fund (KN Fee in Lieu report) that the County provided to

the KNDF. This will be looked into. Since there was a change in staffing at the County level, Commissioner Dumenil was asked to report on any issues that could affect the KNDF's ongoing line item for operating that was placed in last year's budget as the County budgeting process unfolds.

Commissioner Dumenil (Board Liaison)

Commissioner Dumenil reported that the County is making three new COVID relief grant programs available for businesses: \$4,000 for online sales; \$83,830 for hotels, motels and B&B's with five rooms or more. Only properties that pay accommodations tax to the County are eligible.

Economic Development and Tourism

The Branding project for the County is moving forward.

The Office has five new COVID relief grants to administer. The unit is updating the intake applications on the ChooseQueenannes.org website to reflect the new eligibility criteria, application instructions and deadlines. SBA funds also will be available through the State of Maryland. Minority-owned, women-owned, and veteran-owned business will be able to apply 21 days prior to other business entities.

She suggested that those who wish to apply for the SBA funds prepare ahead of time by registering their business through SAM.GOV (System for Award Management through the Federal Government).

In order to register through SAM, the business entity must have a DUNS number, which can take a while to process. MD DHCD will also be offering grant funds for non-profits. She will let the KNDF know when this program becomes available.

Queen Anne's County received an additional nine million dollars in relief funds from the federal government. One half of those funds may be used as soon as they are awarded, and the second half of the funds will be awarded a year later. Incorporated towns in QAC also received formula grant funds from the federal government.

Hotel taxes collected in FY 2019 total \$ 651,000 and in 2020 decreased to \$ 530,000. This reflects the impact of COVID. FY 2021 will also reflect the impact related to travel restrictions caused by COVID. Additional tourism data will be sent to board members following the meeting.

QAC Tourism will have a booth set up at the Bay Bridge Boat Show from April 16-18. KNDF may distribute information there.

The EDC held an internal review of the Comp Plan. The KNDF had input during this review. The Comp Plan Session for Economic Development is scheduled for April 1. She encouraged all to attend. The previous Comp Plan did not represent all segments of the QAC economy. It was heavily focused on agriculture and omitted statistics for manufacturing, travel and tourism and some of the maritime trades and other important segments of the QAC economy. The aim is to correct this.

Capital Improvement and Maintenance Committee Report

Jody reported for the committee in the absence of Chair Mike Foster. An effort was made to obtain pricing quotes on landscaping, maintenance, and grass-cutting services. Three quotes were obtained:

- Initial clean-up on the slopes of the 301/30 Bridge.
- Weekly cutting and maintenance in the public areas including CHVC and Wells Cove
- Twice-a-month cutting on the sides of the roads.

The quotes were passed on to County officials to review. Gigi will prepare an overview and send it on to Phil Dumenil and the other County officials for review.

Presentation:

James Wood, Parks and Public Landings Update

James Wood reported on the improvements made in the WVC.

Video Cameras have been placed at the public marinas. Public Landings has partnered with Plastic Free QAC to add collecting stations for monofilament and other fishing-related debris. Some of the streetlights have been converted

to LED. Some of the signs have been replaced and upgraded. Ladders from the water to the landing have been added at the Wells Cove landing for safety purposes. Cleaning of portable toilets has been increased to three times a week.

Parking in the area of Swan Cove lane still appears to be a challenge. Nancy Scozzari provided a report on the situation of damage to the trail between the parking lot at Harris Crab House and the Kent Narrows parking. It will be investigated further.

Additional discussion followed regarding the upkeep of the Wells Cove area. Some landscaping changes are being designed by Parks.

James suggested three things that the KNDF could work on with the County:

- 1) Sponsor replacement of some of the lights.
- 2) Work to have the jetty on the south side of the Kent Narrows properly lit for safety purposes.
- 3) Continue to advocate for channel dredging.

Director's Report:

WVC PROJECT'S UNDER REVIEW

CHVC Waterfront Design

Joe Pomerantz met with the county officials to go over the design for the area in front of the DNR boat ramp and Gate 1 of Piney Narrows Yacht Haven. Joe has contacted Carroll Fuel Services to request that one of the delivery trucks come into the area to ensure that the new design of the turn-around at the end of Piney Narrows Road will work for the fuel delivery trucks.

WVC PROJECT EXTENSIONS

The Holiday Inn Express was granted a one-year extension by the Planning Commission for the 40-room addition.

WVC APPROVED PROJECTS IN PROGRESS

Phase 2 Kent Narrows Marine Boatel

The overall goal for phase two is to house 170 additional boats. The goal is to house 60 boats in the new addition by September. 30 spots have been pre-sold.

Hyatt Place

Part of the waterfront boardwalk in front to the hotel was installed. The boardwalk will improve the ability of pedestrian traffic to move between the Narrows Restaurant and the Crab Deck about without going into the road. This will allow pedestrians to have a nice view of the water.

Marine Max

Scheduled to open in April, remodeling the interior of the space in the building at Safe Harbor Marina.

KNDF PROJECTS

Pedestrian Wayfinding Project

An RFP was sent the three vendors that the committee ranked as most qualified to handle the project. All are well experienced in executing similar projects. The firms are from Maryland, Boston, and southeastern Pennsylvania. A copy of the RFP was distributed. The deadline for the responses is April 15; the award will be made soon after. A detailed contract for services will be drawn up once the award is made. A line item for \$20,000 will appear in the KNDF budget to accommodate financial transactions associated with the project.

KNDF PROMOTION & OUTREACH PROGRAMS

WBOC Delmarva Life Program and Promotion

Fisherman's Inn and Crab Deck, The O, Harris Crab House, Bridges, and the Holiday Inn Express will be featured. The filming in Kent Narrows will occur on May 6 from 9:00 a.m.-5:30 p.m., and the morning of May 17.

Because there was more demand for project participation than there were available slots, the project may be revisited in the fall so others can participate.

Stories of Kent Narrows Website and Kentnarrowsmd.com

The Stories of Kent Narrows Website:kentnarrowsstories.org is in the process of a redesign and update. This site is linked to the KNDF's Vimeo channel. The primary site was updated to reflect the change from winter to spring.

Kent Narrows Travel Guide Booklet

The outline has been developed and submitted; content is nearly finished. 5,000 copies are expected to be delivered in mid-May.

Beach to Bay Promotion

Independent Newspapers, Inc. is currently running the Beach to Bay online giveaway. A free trip to the Kent Narrows is being offered. The Hilton Garden Inn put together the giveaway package for this print and online initiative. The KNDF Spring Map is also featured in the spring issue of Beach to Bay Magazine. An article about the trails in Kent Island also appears in the periodical which is inserted in newspapers throughout Delmarva.

Spring Map Activities Flyer

The map has been printed and is posted on the KNDF website.

KENT NARROWS EVENTS

The Crab Deck and The Big Owl will open on April 12.

The Bay Bridge Boat Show, produced by United Yacht Shows, will be held April 15-18 at the Bay Bridge Marina.

There are issues associated with the production of the Sea Glass Festival. Those are between the producer and the property owner. It may have to move to a later date.

The Chesapeake Bay Motoring Festival is on for the June 6 at the Kent Island Yacht Club.

GRANT SUBMISSION

A preliminary grant proposal was submitted to the Maryland Historical Trust (Maryland Heritage Areas Program) to help with our wayfinding project. The project is titled "Kent Narrows Waterfront: Maritime Heritage Enhancements for Pedestrian Wayfinding Project." Gail Owings responded with suggest changes to our application in order to make it more competitive. The KNDF has asked for \$10,000 for a wayfinding app specifically to link to our Stories of Kent Narrows materials and also for support for the development of graphics to support the wayfinding program. This is a 50/50 matching grant with little cash outlay on our part. Most of the 50 percent match can come from salary funds that are already budgeted.

A check to KNDF for \$9,069.07 was received on 4/22 to close the Stories of the Kent Narrows Maritime Heritage Project. Because the grant is closed, it may also be placed in an unrestricted category.

The KNDF was asked to submit a letter of support for Queen Anne's County's MHA Grant Request for the development of a self-guided walking and driving tours across the county. The letter of support was read aloud.

RESOLUTION

Joe Pomerantz made a motion to send the letter of support for the grant request to the Maryland Heritage Areas Program for the development of a self-guided walking and driving tours, with the expectation that the Kent Narrows portion will be coordinated with the Kent Narrows Development Foundation. Pat Worns seconded. The Board unanimously approved.

LEGISLATION OF INTEREST

Bill HB 1117 was designed to prohibit a pedestrian from catching fish by any means within the State Highway right-of-way at the Kent Narrows Bridge in Queen Anne's County. The act was recently amended. The marked-up bill

was supplied in the board packet. The bill sponsor is delegate Arentz. The bill was amended and is out of committee (Transportation and Environment, Jay Jacobs is on that committee).

COMP PLAN

The KNDF was represented at the following workshops:
Special Topic Workshop #2: Environment & Transportation
Special Topic Workshop #3: Historic & Cultural Resources
Special Topic Workshop #4: Housing

A meeting for Thursday, March 25, at 9:00 a.m. to review items in the Comp Plan as it relates to Kent Narrows, and also to prepare for our facilitated session, Special Topic Workshop #6 on April 29.

KNDF Board Members should try to attend:

Special Topic Workshop #5: Economic Development & Town Planning on Thursday, April 1, 2021.

SPECIAL TAX DISTRICT RECONCILIATION

A letter requesting the MAP amendment for Lippincott was reviewed by Amy Moredock. Amy will be shepherding the request through the County. The timeline to have resolved is by the end of April, so everything can be completed in time for the 2022 tax cycle. An internal memo addressed to Victoria and Gigi was received from the County staff involved with the process issues and all of the parcels in question. A map was attached. A meeting will be set up with the County to review the items in question.

SPEED LIMIT REDUCTION ON RT. 18 DRAWBRIDGE

Shane Moore sent a formal request to SHA District 2 asking for a status report on the request to lower the speed limit from 40 to 35. This is a pedestrian safety issue.

RESOLUTION

Walt Thompson made a motion to adjourn the meeting. The Board unanimously approved.

ADJOURNMENT

The meeting ended at 11:01 a.m.

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 April 27, 2021.

Patricia Worns, KNDF Secretary