

**Minutes for Board Review
Kent Narrows Development Foundation
Board of Directors Meeting (in person & via Zoom)
April 26, 2022**

Board Members Participating

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

Absent with Notice

Mike Foster
Jason Tuel
Jason Ruth

Commissioner Liaison

Phil Dumenil

Guests

Scott Davies, Narrows Pointe Community
Linda Friday, QAC Chamber of Commerce
Joe Stevens, Esq., Stevens and Palmer, LLC (representing Douglas Development)
Drew Turner, Douglas Development Corp.

Queen Anne's County Staff

Stephanie Jones, Queen Anne's County Planning and Zoning
Nancy Scozzari, Queen Anne's County Parks and Recreation

Call to Order

The regular meeting of the Kent Narrows Development Foundation commenced at 9:03 a.m. The meeting was conducted in person and via Zoom video call.

Minutes

The board reviewed and ratified the March 22, 2022, meeting minutes.

RESOLUTION

Pat Worns made a motion to accept the Minutes from the meeting of March 22, 2022. The Board unanimously approved.

Financial Report

Victoria Hoffman reported the following balances from the February and March 2022 financial reports:

February Statement: QAC KNDF 570 Fund, due from QAC, \$186,735; KNDF Amenities Fund, due from QAC, \$50,000. Future payment due from Amenities Fund \$17,191. The balance in the Shore United Checking Account was \$19,499. Chesapeake Charities Fund, \$8207.00.

March Statement: QAC KNDF 570 Fund, due from QAC, \$186,735; KNDF Amenities Fund, due from QAC, \$50,000. Future payment due from Amenities Fund \$17,191. The balance in the Shore United Checking Account was \$18,550. Chesapeake Charities Fund, \$8171.00.

She noted that the \$18,387 expenditure that appeared in the February report under “Marketing” was reclassified and now appears under “Wayfinding Project.”

The 2022 contract with ASG (Accounting Strategies Group) was presented and approved by the Board. In addition, KNDF will direct ASG to purchase the online version of QuickBooks for use by the Foundation so that staff and the board can have easier access to the data and will be able to run customized reports needed to support the grant applications. The services offered by ASG will be the same as the previous contract but will require ASG to produce and mail the 1099 to vendors.

The cost for the QuickBooks is approximately \$1033. The estimated costs for the ASG’s services is \$2,000.

RESOLUTION

Sheryl Jaros made a motion for the Kent Narrows Development Foundation to enter into the agreement with Accounting Strategies Group for 2022. The purchase of the online version of QuickBooks is also authorized. Walt Thompson seconded. The Board approved the motion.

Public Comment

None

Commissioner’s Report

Phil Duminel reported that he is meeting with the other Commissioners to review the Comp Plan and the Community Plans.

Economic Development

Gigi reported that Heather Tinelli is at the MEDA conference and Tourism Manager Katie Clendaniel has moved on to a new job in Salisbury. Nancy reported that the study on sports facilities in QAC that was being discussed with the Maryland Sports Commission is not moving forward in collaborative way with the Parks Department at this time because it the Parks Department didn't have the need for such at this time.

Gigi mentioned that National Tourism Week is the first week in May and the County Tourism Office will recognize local hospitality workers on Facebook that week. Nominations are welcome.

Parks, Recreation, and Public Landings

Nancy reported that the Cross County Connector Trail was damaged by an automobile during a heavy rain event which caused the car to hydroplane on Kent Narrows Rd. (near the Holiday Inn) and collide with one of the pilings. The trail is closed for repairs. The county is working to repair it quickly.

This is the third hydroplaning incident on that part of Rt. 50 in less than a year. All three incidents happened within 100 to 150 feet of each other. That stretch of Rt. 50 is dangerous during and after a heavy rainfall. The severe curve at the Exit Ramp at Kent Narrows Road (Exit 42) is also a dangerous area. SHA has been notified of the dangers. Walt Thompson recommended that SHA evaluate the exit onto Kent Narrows Rd, as it not only presents a sharp curve to drivers during bad weather, it also poses a hazard to drivers who are unfamiliar with the area.

The effort to control invasive plants began last month at Ferry Point Park. Parts of the Park were mowed and sprayed, which opened some of the viewsheds. The Park will be mowed and sprayed again in June.

Work on the Wells Cove landscaping project is continuing.

The Macon Creek trailhead facility along the Cross Island Trail will open today. The parking lot, restrooms, and water station were funded through bonus provisions from the K. Hovnanian project.

The trail work on the east side of the Kent Narrows -- funded through the National Recreational Trails Grant -- is underway.

A discussion occurred re: how the Parks Department plans to manage costs and services associated with increasing visitation to parks and public landings in Kent Narrows and in the rest of the County.

Joe Pomerantz inquired about Senator Cardin's earmarks for the area. Nancy reported that James Woods applied Waterway Improvement Funds for the north channel improvements. The south channel was not addressed. Nancy applied to WWIF for shoreline protection at Ferry Point Park.

The department has identified 11 spots for dredge spoils to be deposited. The Commissioners have favored CBEC as a site for depositing some of the spoils.

Gigi suggested that it would be helpful for the County departments to report on how much public investment -- state, county, and federal -- is going into the WVC so these investments can be reported in the KNDF annual report.

CHVC Boat Launch, Bulkhead, and Pier

Paul Sidon of QAC Public works reported on the improvements to the shoreline in front of the Chesapeake Heritage and Visitors Center .

The project consists of 386 linear feet of bulkhead, secured 12 feet deep (20 feet deep around the main channel areas).

The original design reviewed by KNDF was revised to add a second boat ramp. The bulkhead was also raised an additional six inches to accommodate the flow during high tides. This increase will help with the grading, and accommodate plans for the second phase of the project, which includes the parking lot and lawn area in front of CHVC.

The concrete for the boat ramp will be poured within the next week. They are waiting on the inlets to be installed. One inlet is for road drainage, the other is for site drainage. A barge will be used to pull up the sheeting. Once the inlets are installed, the backfill for the bulkhead can be completed. The goal is to have it done by Memorial Day weekend, after which the lift for the boat ramp and the pier will be installed.

The lift will be on the wing wall alongside the boat ramp. The pier will be 30 feet out into the Kent Narrows waterway. The platform is 100 x 10. The backfill for the change in elevation will be 10 feet, tapering down from the bulkhead. The rain garden feature in the second part of the project is still included.

The boat pier was funded by DNR boating funds, so the primary use of the new improvements is to be focused on boating and not necessarily on fishing.

Discussion ensued: several board members encouraged the County to develop and communicate the uses that will be allowed for the new pier and the rules for the boats, fishing, and pedestrians.

Enforcement provisions, signage, and how this new facility will be managed are still being developed.

New Business

Citizen-Sponsored Text Amendments

The following two citizen-sponsored text amendments that affect properties in the WVC were discussed. KNDF's recommendations on the amendments will go to the Planning Commission after the Kent Narrows Community Plan and the Queen Anne's County Comprehensive Plan are approved by the Commissioners. The Planning Commission will hear testimony on the amendments and then make recommendations to the Board of County Commissioners.

TACO #22-02 (Kent Island Yacht Club)

This amendment would allow for limited overnight recreational parking, as an accessory use (§ 18:1-26 D), associated with a bona fide fraternal organization, with limits to the number of

recreational vehicles, days of occupancy, and no waste disposal facilities located onsite and would apply only within the WVC District.

Stephanie Jones commented that WVC accessory uses are already listed in the WVC portion of the code. This is different from other zoning districts within the County. The WVC has accessory uses that are specific to the WVC itself.

The text amendment would be added to “permitted accessory uses” section in the QAC code. If passed, the process would be for the Club to apply for a permitted use. The Club will not be subject to conditional use or site plan approval processes.

The intent of the amendment is not to be wide reaching across all the WVC but to support something that has already been in place at the Yacht Club for over 30 years. The Club would be the body that would monitor and enforce the four-night limit for the RV stays. There would be no impact on sewer allocation because the vehicles would be using the pump-out services already being used by Club members and guests.

RESOLUTION

Victoria Hoffman made a motion for the Kent Narrows Development Foundation to support the proposed amendment to Section 18:1-26 of the Queen Anne’s County Code regarding RV parking with the following changes:

Section 5a: Strike the words “as part of” and replace with “on land owned by a”

Section 5d: Strike the word “guest” and replace it with “member guest”.

Sheryl Jaros seconded. The Board approved the motion with Jeff Smith abstaining from the vote.

TACO #22-07(Jemal/Douglas Property)

The intent of the proposed text amendment is to apply “Bonus” provisions in subsection (N) to increase in residential density when redeveloping properties with dilapidated or abandoned structures and sites.

Joe Stevens explained that Douglas Development would be offering updated concept plans for the properties that are like the plans that were previously approved in 2019. The difference is that there would be less commercial retail space included in the new plan.

Drew Turner elaborated on the need for the change. He stated that current market conditions will not support the addition of more commercial retail space on the first floor of a mixed-use development. Fewer housing units will be proposed in the new plan; 390 were in the previous plan, and that would likely drop below 340 due to several factors. The proposed public amenities would still be built into the project.

In terms of density, the new project is different in design and how it will be put forth. Douglas Development would like to propose 25 residential units per acre on the 13-acre parcel and allow commercial development only on the smaller parcel on the east side of Piney Narrows Road.

Stephanie Jones commented that to get to the 25 development units per acre, the site would be eligible to be developed if it had dilapidated and or abandon structures on it. Regarding the

bonus density, the provisions are already included in the code for the Planning Commission to decide on the concept plan at the time of application.

At this time, the Planning Commission will have the option to allow for the floor area ratios and building height, as they would be adding 25 dwelling units per acre to the bonus density provision that is in the code. (The current allowable height in the WVC is 45 feet without bonus provisions, 55 feet with bonus provisions)

To increase the density, the county requires a 2 percent monetary contribution and the addition of certain on-site (and possibly off-site) types of public amenities such as trail improvements etc.

The Planning Commission is charged with having the prerogative to approve or disapprove the plan. The project is not permitted to overburden the existing public services, parking, or sanitary services, and it must not be a threat to health, safety, and public welfare. The site currently has sewer allocation for up to 9,000 GPD. It is generally understood the MPDU (moderately priced dwelling unit) provisions in the code will apply to the project, but this is something that will need to be further explored.

Drew Turner made the point that the property is not waterfront property, so there will be no commercial piers or docks attached to the property. The availability of parking will drive the density. The intent is to offer residential rental units that will include the prescribed number of moderately priced dwelling units.

RESOLUTION

Jeff Smith made a motion for the Kent Narrows Development Foundation to support the petition for the Proposed Text Amendment requesting amendment to the provisions to Chapter 18 of the County Code, Section 18:1-26 Waterfront Village Center (WVC) zoning district standards, so long as it is still subject to assurance that the MPDU provisions in the code will apply. Joe Pomerantz seconded. The Board approved the motion.

The KNDF Board members recommended that Douglas Development make a good faith effort to tidy up the property on the corner of Piney Narrows Road.

Chair Jody Schultz turned leadership of the meeting over to Vice Chair Joe Pomerantz.

Director's Report **Annual Report**

The annual report is in progress and the draft will be circulated to the board before it is published. The timing of the report was discussed, and it was suggested that future reports be issued prior to the start of QAC's budget-planning process in the fall and winter.

Safety Grant

KNDF was notified of a grant award of \$97,000 through the Community Safety Works Program from the Maryland Department of Housing and Community Development. The grant will fund promotion of safety initiatives that will be instituted through the pedestrian wayfinding project. The paperwork for the grant has not yet been issued.

Delmarva Power

We are working with Delmarva Power to get LED lighting and to report poles that need bulb replacements.

Kent Island Drawbridge Legislation

The Kent Island Drawbridge legislation at the State level was passed as HB 546 -- no fishing on or under the Rt. 18 drawbridge. The legislation will allow enforcement of the no fishing rules. Gigi gave a brief update on other legislation (hunting bills and liquor bills) that may affect the Kent Narrows. A more detailed report will come from the County.

Bay Bridge Crossing Study

The letter of recordation related to the Bay Bridge Crossing was issued. The existing corridor was chosen as the preferred crossing. A second NEPA (environmental study will be needed and that study is not yet funded.) The second study will cover a 2-mile swath from Annapolis for the Rt. 301 50 split.

Delmarva Power

We are working with Delmarva Power to get LED lighting and to report poles that need bulb replacements.

Outlook for 2023 Budget

The Foundation is now able to construct a well-balanced operating budget for 2023. With the new sources of funding coming in, we plan to develop a workable spending plan that will support each planned initiative. The general operating revenue is increasing significantly as is grant funding for 2023. The Foundation expects between \$40,000 and \$45,000 in operating supplements to be approved this year from QAC. Last year KNDF received \$35,000.

Insurance

KNDF's Business Insurance policy through Avon Dixon/Chubb was paid for 2022-23. The policy is available in the office for those who wish to review. The policy runs from April to April.

Delmarva Life

The "Delmarva Life" taping will occur this month. Participants include Harris Crab House, Dessert First, Holiday Inn Express, and Hilton Garden Inn. Queen Anne's County Tourism will support promotion of the show with a \$250 contribution for radio and TV sponsorship spots. KNDF will have charge of the introductory segments and will support the project at a cost of \$1050, which includes promotion of the show, radio spots, and a general segment on the Kent Narrows. The KNDF segment theme is "Navigating the Narrows by Boat," and will feature an introduction starting at the CHVC. Joe Pomerantz and Gigi will be the spokespeople.

Kent Narrows Travel Guide

The updated PDF of the Travel Guide is posted on the KNDF website. The new print version is being updated. Pricing options are in the process of being generated by the printer. The hope is to have the 2022-23 version printed as close to Memorial Day weekend as possible.

Social Media Post

KNDF's most popular, original social media post this month was for the new Tiki Boat, reaching 39,119 people with 255 likes, 225 comments and 187 shares.

Old Business

Comp Plan/Community Plan

A letter from the KNDF Board containing our suggested changes to the 2022 Comprehensive Plan and the Kent Narrows Community Plan, was sent to Wallace and Montgomery and the County Commissioners. At the direction of the Planning Office, KNDF's technical changes were sent only to Wallace and Montgomery and the Planning Office. The Commissioners did not receive the technical changes or the map changes, but they may view those change documents upon request.

The QAC Commissioners held a public hearing on the 2022 Comprehensive Plan and Kent Narrows Community Plan during their regularly scheduled meeting on April 12, 2022. Victoria and Gigi spoke at the hearing and pointed out that the letter requesting the Commissioners to consider additions, updates, and technical changes to both plans.

Victoria distributed a highlighted copy that included KNDF comments on the Planning Office's grid that tracked all the changes. That copy was released the day prior to the Commissioner's meeting, so there was little time to circulate that document in advance of the meeting.

The Commissioners voted to extend the review period for both plans by 60 days.

The County Commissioners closed the official comment period following the Public Hearing. Resolution #22-06 was adopted for a one-time, 60-day extension, due to the extenuating circumstance of an advertising glitch which pushed the County Commissioners up against the 90-day window in which they need to take an action on the Planning Commission certified plans. The County Commissioners will give staff and Wallace Montgomery directions regarding edits they would like to make on the Plans at a future meeting.

Gigi added that the map changes suggested by the Foundation will be handled through the County mapping department; the Foundation will not have the opportunity to review the new maps prior to the approval.

Wayfinding Project

The committee reviewed design preferences and gave direction on the phasing of the project. Notes from the meetings will be distributed during our next board meeting. The Foundation was awarded a \$97,000 Community Safety Works Award Grant from the Maryland Department of Housing and Community Development for the project. Some of the grant funds can be used for

safety-related signage and regulatory signs. The aim is to reduce the visual clutter so the regulator signs can be more effective. Gable [GG: who/what is Gable?] provided the pricing schedule that was used to prepare the grant request. The safety grant does not require a match.

Landscaping Contract

We are also working with Todd Mohn on funding for the landscaping contracts, which will total around \$32,000. The contracts cannot be executed until the County budget is passed. Jody is keeping touch with the contractor who provided the cost estimates. The County and KNDF will meet to work out the details.

New Business

Events

Jeff Smith reminded the group that the Chesapeake Bay Motoring Festival will be at the Yacht Club on June 4&5. A patriotic concert performed by the U.S. Airforce National Guard Band will be held at the Yacht Club on the afternoon of June 25.

KNDF is helping generate publicity for both events.

Adjournment

Walt Thompson moved to adjourn; all approved. The meeting ended at 11:22 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 May 24, 2022.

Patricia P. Worns, Secretary, KNDF