

**Kent Narrows Development Foundation**  
**Board of Directors Meeting (via Zoom)**  
May 25, 2021

**Board Members Participating**

Jody Schulz, Chair  
Pat Worns, Secretary  
Victoria Hoffman, Treasurer  
Jerry Dammeyer  
Sheryl Jaros  
Justin Kiernan  
Jeff Smith  
Jason Tuel

**Absent with Notice**

Joe Pomerantz, Vice Chair  
Mike Foster  
Jason Ruth  
Walt Thompson  
Judy Wink

**Commissioner Liaison**

Phil Dumenil

**Guests:**

Karen Sutter, Grasonville resident

**Queen Anne's County Staff**

Nancy Scozzari, QAC Parks and Recreation  
Heather Tinelli, Director, QAC Economic and Tourism Development

**Call to Order**

The regular meeting of the Kent Narrows Development Foundation commenced at 9:05 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 meeting of April 27, 2021.

***RESOLUTION***

***Pat Worns made a motion to accept the minutes from the meeting of April 27, 2021. The Board unanimously approved.***

**Financial Report**

Victoria Hoffman reported the following balances from the latest reports: Shore United Bank checking account is \$32,450.00; the KNDF 570 Fund, due from QAC, is \$201,367; the KNDF Amenities Fund, due from QAC, is \$42,500. The remaining balance due to be collected by QAC to add to that fund is \$24, 691, committed for future payments; and Chesapeake Charities Fund is \$8,351.00. The application for forgiveness for the second PPP loan will be submitted soon. It was suggested that the line items on the report for the Amenities Fund be renamed to better represent what is still owed to QAC and what is already in the Fund.

### **Commissioner's Liaison Report**

Commissioner Dumenil reported that the Commissioners plan to sign a Memorandum of Understanding with Corrigan Sports Enterprises to hold the Bay Bridge Run on October 31.

The Commissioners also are working through the State of Maryland on a weed-eradication program.

### **Economic Development and Tourism**

Heather Tinelli gave an update on accommodations tax collections for the month of April over a three-year period. The data set illustrates the impacts of COVID in 2020.

Queen Anne's County Accommodation's Tax Accommodations for April 2019-2021:

| 2019   | 2020 (COVID shut down) | 2021   |
|--------|------------------------|--------|
| 50,602 | 6,970                  | 43,002 |

She also cited data for visitQAC.com Tourism website to show that the reopening and the promotional efforts are driving more people to the site.

Visitqueenannes.com website visits, April 2019-April 2021:

| 2020 | 2021  |
|------|-------|
| 324  | 4,000 |

The new County Visitors Guide is scheduled to be ready for distribution on July 15. It will have an editorial spread on Kent Narrows that will be developed in cooperation with the KNDF. A digital campaign will be launched to promote the book.

She gave more detail on the Bay Bridge Run event and expects to have things moving forward for the weekend of October 29. The run will be held on Sunday, October 31; permits for use of the bridge have been secured. One span of the bridge will be closed on Saturday night October 30 and will re-open once the run is finished on October 31.

The Travel and Tourism Advisory Group had their first official meeting. They are working on bylaws and were introduced to the Branding Project.

A Board discussion occurred re: difficulties that businesses are having in finding workers.

### **Parks, Recreation and Public Landings**

Nancy Scozzari gave the quarterly update from the department. She echoed Heather Tinelli's comments and said that the department is not fully staffed for the summer. They are having a difficult time finding and retaining Rangers and other staff.

She discussed the plans for improvements that will be made to the parking lot and the public landing at Wells Cove. The pavers will be repaired, and edging will be set in concrete, and the middle island lot will be redone. New plantings will be installed in the fall. A 14-foot circle with decorative features will be installed on the landing area in front of Bridges Restaurant.

The Bradford pear trees along the slope next to the trail on the Watermen's Memorial Bridge will be removed and replaced with Crape Myrtles.

A change has been made to the July 4 fireworks event: Family Fun activities will be held at the Chesapeake Heritage and Visitors Center parking lot and lawn area. The event will now start at 6 p.m., rather than 9 p.m.

Ferry Point Park will be closed July 3-5 for event preparation. Parking will be at the Old Outlets and in the public lots. There will be no parking at the Visitors Center; Piney Narrows Road will be closed past the Outlets.

She also reported that she forwarded Paul Sidun's response to the KNDF's comments on the CHVC Boat Ramp and Pier Project too late to get into the May packets. Gigi will send out the letter and plan with the next packet.

Nancy applied for a National Recreational Trails grant for a trail to fill the gap through the parking lot on the east side of the bridge and connect to the boardwalk trail under the bridge. It would include funding for lighting. The awards will be made in July.

Jody suggested that safety lights need to go on Kent Narrows Way north because it's a pedestrian safety hazard. A pedestrian safety count by the SHA must occur before an additional safety feature will be added at the Rt. 18 crossing. That study can cost up to \$12,000.

## **DIRECTOR'S REPORT**

### **SAFE HARBOR MARINA**

Safe Harbor Marina released its sewer allocation. Two above-ground fuel tanks have been installed in front of Red Eye's Dock Bar. The existing underground tanks will be removed in the fall after the high-visitation season is over.

### **CHVC Boat Ramp and Pier Project**

Joe Pomerantz met with Paul Sidon and Gigi Windley to go over the design for the CHVC and the Boat Ramp. A fuel truck did a test run into Gate 1 at Piney Narrows to confirm that the new design would provide adequate turning radius.

Gigi reiterated that an issue remains with the street scape if the proposed design includes removing part of the lawn on the street side of the CHVC and replacing it with a space for motorcoach parking. An alternative could be to direct motor coaches to a designated parking area under the bridge and give drivers coupons to use at local businesses while they wait for their group to finish touring.

The area next to the existing CHVC bulkhead is cordoned off with safety tape, as the repairs that were made did not hold. Dangerous holes that pose a hazard to visitors have reappeared.

\$250,000 to pay for the new repair project is in the County's FY 22 budget. There are place holders in future year's budgets to pay for the rest of the project.

## **COMP PLAN PARTICIPATION**

A special workshop for Kent Narrows was held on Thursday, April 29. The workshop was open to the public; questions asked were broad in nature, while this was helpful, it was not of a format that would address the tactical elements associated with the plan update. A meeting is needed to address tactical matters since the plan formats are different.

KNDF staff made comments during the Community Plans workshop on May 5th. Most participants expressed concern that not enough citizens from the Communities were participating in the discussions. In addition, Wallace and Montgomery was encouraged to look more deeply into the existing plans, formats, and their appendices, because many of the ongoing issues are well defined and placed in user-friendly implementation schedules.

## **PROMOTION**

### **County Travel Guide**

The Board was asked to make a decision on paid advertising participation the new tourism-related magazine that the County will produce with Chesapeake Media. A free two-page editorial is dedicated to the Kent Narrows region. Since this was not budgeted for this fiscal year, and most of the businesses in the area are purchasing ads, the Board decided not to buy an ad.

### **Kent Narrows Guide**

The final draft of the Guide is ready to proof. The Guide will be printed as soon as a clean proof is approved. Copies will be available at the CHVC and will be distributed to the Chamber, all area marinas, and key businesses in Kent Narrows. We also will deliver to housing developments that have active sales operations. Out-of-area distribution will include marinas, visitor attractions, regional Chambers of Commerce, and destination-marketing organizations.

### **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 in the upcoming program scheduled to run on WBOC on Thursday, May 27, at 5 p.m., and again on Friday, May 28, at 8 a.m. The filming took place on May 6 and May 17, and the weather cooperated. The links to the online program will be posted on Tuesday, June 1. If there is enough interest, WBOC will begin formulating a part two show for the fall. A radio ad also was developed to run for 25 spots on The Duck radio station. That sound ad was sent to board members.

### **SPECIAL TAXING DISTRICT**

The map amendment for inclusion of the Lippincott property was introduced on June 22 at the Commissioners' meeting. It is scheduled to be voted upon on the first Tuesday in June. Amy Moredock will give us an update on progress with the other properties at our meeting.

### **MHT Grant Request**

The revisions to the grant application to enhance the wayfinding were submitted. The request was for \$19,000. Letters of support were mailed and received. The KNDF is awaiting an additional letter from Parks confirming that they are working with us on the project; Nancy stated she will take care of getting that in. Gigi distributed the proposed budget that was sent to the MHT for the project.

### **Oral History Grant**

Gigi Windley received oral history training through a program produced by the St. Michaels Maritime Museum; a professor from Columbia University was the featured trainer. The program focused on how to take, record, and document oral histories properly. As a result of her participation, the Foundation has been asked to participate in an Oral History Project through the museum. The funding comes through the State of Md. The Foundation will take at least 12 oral histories from those who work on the water in or out of Kent Narrows, The Foundation will be reimbursed \$150 for each history taken; that may be split with the person giving the history.

### **KNDF PROJECTS**

#### **Capital Improvements and Maintenance Report**

There are several projects for Kent Narrows listed in the FY 2022 budget, with place holders for larger projects in the Capital budget through 2027. Gigi suggested that the committee meet again after the County budgets are approved.

More detail will appear later in departmental budgets when they are finalized and approved. Grants affecting Kent Narrows that have been applied for and not yet awarded will not be included.

#### **Parking**

There was some discussion about the recent structured parking study. The KNDF received a seven-page document by Kimley Horn, but the Board noted that the study was not detailed, and more needs to be done to examine options to manage parking in the Kent Narrows WVC. Gigi reminded the Board that the 2008 Parking Plan was well done, and it could easily be updated.

#### **Pedestrian Wayfinding Project**

The Wayfinding Project Committee reviewed the final proposals and selected Gable Environmental and Graphic Design Studio for Phase One of the Project. The info on details and pricing for the project were made available to the Board and to Parks and Recreation for review. The division that will work with the KNDF is based in Baltimore and Pasadena, Md.

Gable impressed the selection team with their knowledge of the area and their experience and success with similar projects. The company has the ability to move through to future phases of the project. Subsequent phases of the project still may be bid out to those who were pre-qualified to handle the fabrication and installation phases during the RFQ process. Gable has pioneered new approaches to design, manufacturing and construction; management and workflow methodologies; and the development and integration of new digital displays and LED lighting. Their process fosters a collaborative approach bringing the client team (architect, designer, fabricator, and integrator) together to ensure all design elements are part of a holistic project strategy. \$20,000 already has been set

aside to fund the project, and there is enough in the existing funds to cover the full cost of Phase One even without the MHT grant. If the grant is not awarded, there will be opportunities to underwrite the second Phase of the project with other grants and funds from or other agencies.

### **RESOLUTION**

***Pat Worns made a motion to approve entering into a contractual relationship with Gable for up to \$33,000 for Phase One of the Kent Narrows Wayfinding Project. Jeff Smith seconded. The Board approved.***

### **Chesapeake Bay Motoring Festival**

Jeff Smith gave details on the Chesapeake Bay Motoring Festival to be held on June 5 & 6 at the Kent Island Yacht Club. Tickets are available online. On June 5, the Classic Cars will travel from the Yacht Club on scenic roads through the area. June 6 is the day that the event has a festival-type atmosphere. The KNDF will set up a hospitality display and table for the Sunday event. We also were able to arrange a radio interview through WBOC with Luke Phipps, who is helping to coordinate the festival.

### **Music Festivals at the Yacht Club**

Jeff Smith reported that the Jazz Festival (Aug 14-15) and the Blues Festival (Oct 23-24) are in the works for the Yacht Club. Mercy Morganfield will be the events producer.

### **OLD BUSINESS**

#### **Lippincott Map Amendment**

Gigi reported that the map amendment to redraw the line for the special taxing district was introduced. The public hearing on the amendment will be June 22. It is possible that a vote could be taken at the same meeting.

The ordinance is drafted, and the new map is prepared. Gigi updated Richard Lippincott on the situation.

Amy Moredock reported that the last amendment to the boundary was for the Yacht Club for 2019.

Regardless of whether the amendment is recorded before July, it will be concurrent with the new fiscal year. If it is recorded after July, the tax will still be collected but prorated.

#### **Special Taxing District**

Amy Moredock reported that protocol was established to facilitate inter-departmental/inter-agency communications to report and record changes to the taxing district. She is finalizing the edits submitted by the KNDF. Twelve new parcels will go into the district and six will come out. One property doesn't yet have a designation. Letters will go to affected property owners.

#### **Comp Plan and Community Plan Update**

Amy reported that Wallace and Montgomery received background information and comments on the plan from the KNDF. She apologized for the misunderstanding related to the KNDF's level of participation.

An incomplete draft of the Kent Narrows Community Plan was just received by the KNDF, and a technical committee on Community Plans will be held early this afternoon. The KNDF is invited to be represented at this meeting. She acknowledged that most participants will not have had time to review the draft before the meeting.

Stephanie Jones, Principal Planner with Queen Anne's County, stated that the Comp Plan is the update of the 2010 Plan and a main purpose is to go over what has changed in the past 10 years. Upcoming presentations to the Planning Commission will include the update on Community Plans.

She reiterated that the draft is an incomplete, in-progress draft, and that the maps are not finished. She stated that if there are things missing or need to be addressed, or if they are not addressed in the manner that the Foundation would like, to let W&M and Planning know. She promised that there would be time to sit down with the KNDF and work through the changes. She acknowledged that parking was an issue and understands that more needs to be done.

She emphasized that the comprehensive rezoning requests for the Plan are due, and should be submitted to the County by Friday, June 11.

The goal is to present the draft of the KN Community Plan to the planning commission on June 10. She stated that target date for completion of the draft Comp Plan is the end of July. The draft will then go to the Maryland Clearinghouse for a 60-day review. It also goes to neighboring jurisdictions and eight municipalities for a 60-day comment period. The plan with the comments will come back for a public hearing and then adoption.

Nancy Scozzari asked for clarification on the afternoon technical committee meeting. Stephanie clarified that the meeting was to discuss the Community Plans. All the communities that would be involved with Community Plans are invited to attend.

#### **MAP AMENDMENT and TAX DISTRICT RECONCILIATION**

In a correction to an earlier memo, Amy Moredock stated that the Planning Commission did not have to approve the map amendment for the expansion of the Special Taxing District to include the Lippincott property. That amendment is introduced and approved at the Commissioner level. The other properties that are to be added will be handled through the tax assessment office. The Board stressed that these actions by the County are time sensitive: It's important that the effort be completed so that the tax bills are up to date this year.

The change with the new properties coming on would bring the collections from the Special Taxing District up to \$43,825. 78.

#### **NEW BUSINESS**

##### **REPORT ON PARKING**

The board discussed the Kimley Horn Feasibility Study for a Structured Parking Facility that was commissioned through the Queen Anne's County Public Works department. Steve Cahoon was the lead on the project effort. The Board discussed an issue with the report: the statement that there is sufficient parking capacity in Kent Narrows during an in-season weekend. This statement should be revisited. (The statement can be found under the Shared Parking section of the report.) The Commissioners had also noted this as something that needs to be revisited. Jody suggested that the KNDF be notified in advance and be involved when such reports are being commissioned. Gigi will follow up.

##### **RESOLUTION**

*Jeff Smith made a motion to adjourn the meeting. The Board unanimously approved.*

##### **ADJOURNMENT**

The meeting ended at 10:50 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 25, 2021.

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