

**Minutes for Board Review
Kent Narrows Development Foundation
Board of Directors Meeting (in person & via Zoom)
June 28, 2022**

Board Members Participating

Jody Schulz, Chair
Pat Worns, Secretary
Victoria Hoffman, Treasurer
Justin Kiernan
Sheryl Jaros
Kelly Phipps
Jeff Smith

Absent with Notice

Joe Pomerantz, Vice Chair
Mike Foster
Jason Ruth
Jason Tuel
Walt Thompson

Commissioner Liaison

Phil Dumenil (absent with notice)

Guests

Scott Davies, Narrows Pointe
Bill Dougherty, TKo Hospitality (Hyatt Place)
Bill Oertel, Harris Crab House

Queen Anne's County Staff

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

Call to Order

The regular meeting of the Kent Narrows Development Foundation commenced at 9:05 a.m.
The meeting was conducted in person and via Zoom video call.

Minutes

RESOLUTION

Jeff Smith made a motion to accept the April 26, 2022, meeting minutes and the May 24, 2022, meeting notes. The Board unanimously approved the minutes and notes.

Financial Report

Gigi Windley read the following balances from the May financial reports ending 5/31/2022.

The balance in the Shore United Checking Account was \$5,431.00; QAC/KNDF 570 Fund, due from QAC, \$186,576; KNDF Amenities Fund, due from QAC, \$50,000. Future payment due from Amenities Fund \$17,191. The balance in Chesapeake Charities Fund, \$8,171.00. The Foundation received a \$20,000 check from the County as the requested draw on the 570 fund, which will be reflected in the June report. Reports from the new Cloud-based QuickBooks will be run at the end of each month.

Public Comment

none

Commissioner's Report

none

Parks, Recreation and Public Landings.

The Independence Day Celebration is scheduled for July 4; rain date July 5.

The spraying and invasive plant control will continue throughout the summer at Ferry Point Park. Residents who are looking for phragmites control on private property may contact Doug George, who works through Maryland DNR: (410) 758-0925. The NEPA study to support the trail connection on the NE Quadrant is complete, and work will begin on the trail connection in the Fall.

Economic Development

Heather Tinelli reported on the Rural Maryland Grant funds that will be awarded through the State and the Upper Shore Council. The County has selected the eligible organizations and projects that may apply for the \$2.9 million pool of money for infrastructure related projects. Letters of Interest from organizations in the County were received, screened by QAC Economic Development. The same committee that reviewed the ARA grants will make recommendations to the County Commissioners on the most competitive projects.

The deadline for the County to submit their projects to the Upper Shore Regional Council is July 30. KNDF has submitted two applications, one for the Wayfinding Program and one for a Parking Study Update.

Heather reported that April Plumer is the new Tourism Manager. April has a marketing background and was previously employed with Dixon Valve in Chestertown.

The Travel and Tourism Advisory Committee has discussed proliferation of short-term and other types of vacation rentals and home exchanges. There are many issues – from taxes to zoning -- that are impacted by the proliferation of these types of rentals in the County.

The Tourism Office will have a funding increase in fiscal 2023, as more funds will be available for QAC from the State.

Director's Report

Comp Plan/Community Plan

The Commissioners voted on the final versions of the 2022 Queen Anne's County Comprehensive Plan and the Kent Narrows Community Plan. KNDF received a hard copy of the final plan. Copies will be distributed to board members. Both plans are available through the QAC website.

The sewer capacity and allocation issues are addressed in Resolutions-22-04-and-22-05 . These resolutions will enable the plans to be revised as solutions are found. The plans may be updated as needed through action of the County Commissioners.

Text Amendments

KNDF comments on the two text amendments that directly pertain to properties in the WVC were submitted to the Planning Commission, which voted favorably on both amendments at their meeting on June 9. The minutes of that meeting will be approved at the next Planning Commission meeting.

Suggested changes were made to the original versions of each amendment. Language is still being worked on for the amendment involving the Yacht Club.

The Commissioners voted to extend the deadline for consideration of the amendments. The amendments will be introduced at an upcoming Commissioners meeting and a public hearing will be advertised. The Commissioners typically vote two weeks after the public hearing. If the amendment(s) pass, they will become effective the 46th day after adoption.

Wayfinding Project/ Safety Grant

KNDF was awarded a \$97,000 Community Safety Works Award Grant from the Maryland Department of Housing and Community Development, for the regulatory sign phase of the project. A follow-up meeting with the County and Gable will be scheduled to discuss the scope of work that the grant will cover. The Foundation is awaiting arrival of the delayed grant agreement from DHCS.

Rural Maryland Grant Application

KNDF has submitted two applications, one for the Wayfinding Program and one for a Parking Study Update. The Parking Study -- along with the parking maps -- would help provide better parking management and needed improvements.

The request for the pedestrian sign part of the Wayfinding Program was made. It will include design, placement, and fabrication of the signs and other amenities.

The Rural Maryland Funds won't be awarded until September or October of 2022. Projects must be completed within 24 months. If funded, the Parking Study will be conducted throughout the 2023 and will include the peak times in summer.

Promotion and Community Outreach Delmarva Life

The Kent Narrows episode of Delmarva Life aired Monday 5/23 at 5 p.m. on WBOC, and re-aired Tuesday morning on the sister station, FOX21, at 8 a.m. Links to the show and segment were posted and distributed to participants. A week of radio and TV promotion preceded the programs. Participants included: Harris Crab House, Dessert First, Holiday Inn Express, Hilton Garden Inn, Bridges Restaurant, QAC Tourism, and KNDF. Thanks to Joe Pomerantz for serving as spokesperson and to Kirby Schulz for serving as boat captain while we filmed from the water. Gigi will contact WBOC to see if editing can still be done. The onsite work was good, however, the in studio portion of the introductory remarks needs to be reduced or eliminated. The Foundation will also ask for the mention of PRS in the KNDF segment will also be eliminated as it is misleading and people may think PRS is located in Kent Narrows.

Weekends on the Water with Chesapeake Bay Media

The deadline for the *Weekends on the Water* supplement by Chesapeake Bay Media is July 15. QAC Tourism and Piney Narrows Marina are participating. The publication will be ready in time for the fall Boat Shows. Kent Narrows will be featured in the editorial part of the piece. CBM will also be doing video and editorial features on Kent Narrows. They filmed here early in July.

Sheryl Jaros made a motion to purchase a one-half page ad in the Weekend on the Water promotional package. Joe Pomerantz seconded. All approved.

In the future, Chesapeake Bay Media will be printing Chesapeake Bay Magazine six times a year as opposed to monthly. The County will have an ad in every issue.

Kent Narrows Travel Guide

The new print version is being updated. Pricing options were presented for the Board to consider. ***Sheryl Jaros made a motion to approve the expanded 40 pages + cover @ \$6,250 for 5000 copies. Joe Pomerantz seconded. All approved.***

Updated photos are currently being produced.

CHVC Boat Launch, Bulkhead, and Pier

KNDF emailed Todd Mohn asking that he coordinate a meeting with the County department staff who are involved with the improvements. KNDF's comments and suggestions from the last meeting will be provided in hard copy prior to the meeting. Paul Siden will be asked to give an update at the next meeting.

Wayfinding Presentation

Gigi explained that the implementation phase of this multi-year project will unfold over a three-to-five-year period. Funding for the project will come from a variety of sources. To date, about \$109,000 has been raised from State agencies to get the project started.

The Foundation is requesting additional grant funds for the pedestrian phase of this project from the Rural Development Fund. An updated Parking Study, the Safety Grant, and Heritage Grant will help to support this project.

The Wayfinding system consists of three strategic components:

- 1) vehicular signs, including destination identification signs
- 2) pedestrian signs
- 3) regulatory signs

Once in place, the system will provide seamless navigation across all parts of the waterfront district as well as create an overall sense of place for the first time for Kent Narrows.

Ken Lay and Jack Hulme from Gable presented the almost finalized conceptual plan and design package for the program. It contains design, placement drawings, and a rough budget that can be used for grant applications and for KNDF budgets and spending plans. Also included were:

The high-level wayfinding program overview & visual;

Wayfinding methodology;

Color palettes;

An initial nomenclature strategy (we will need to refine the list with the local wayfinding work group);

Pedestrian experiences on the waterfront trail and how they will be connected;

A quadrant plan showing all the sign types;

Vehicular and Marine gateways [optional]

The design of the regulatory signs will be part of the regulatory phase.

Gable commented that the unique character and heritage of the Kent Narrows Waterfront provides the opportunity to celebrate the connection between water, land, and sky to identify a signage system here.

The vision for the wayfinding program is multifaceted; the first phase of implementation will begin with the design, fabrication, installation, and placement of pedestrian signs.

The signs will be placed outside of public right-of-ways and are designed to help those navigating the area on foot or cycle to easily find their way around the four quadrants of Kent Narrows.

This series of attractive signs and visual symbols will connect to enhanced entry and arrival gateways and to key destinations and trails in the Kent Narrows vicinity.

The request is for the development of the final design specs and for the fabrication and the installation of the signs. This phase of the project will significantly enhance and tie together the waterfront with a visual language, colors that reflect the area and will significantly enhance the unique sense of place while making the area less stressful and safer to navigate.

With all the new building and improvements going on throughout the district, this program will serve to complement the new hotel, restaurants, and improved resort marinas. The project will improve circulation between local businesses, causing visitors to stay longer and spend more.

The project will enhance the design of the already robust trail system through the Kent Narrows and help link the parking lots to the trails that are recreational and those that lead to businesses. Creating a more user friendly experience for visitors on foot and by cycle is just another amenity that goes into improving Kent Narrows as a high-quality destination.

Decisions on what and where the regulatory signs will go are needed next.

New Business

Administrative:

Gigi stated that she will be working more remotely through the month of July.

Boat Safety

Jody suggested that a letter be mailed to DNR about the increase in speeding boats that are coming through the Narrows. Boats are throwing wakes that are dangerous. The bridge tender is monitoring and addressing the problem, but some of the boat operators are not tuning into the proper channel to hear the tender. Joe and Jody will talk to the DNR police. It was suggested that a “lower your speed” message could also be included in the regulatory sign program that is aimed at boaters.

Adjournment

RESOLUTION

Jeff Smith made a motion to adjourn the meeting.

The meeting was adjourned at 10:40 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 July 26, 2022.

Patricia P. Worns, Secretary, KNDF