

Business Meeting Minutes for August 26,2020

I. Call to Order and Determination of Quorum:

The business meeting was called to order by Chairman, Jesse Parks at 9:00 a.m. at the Chesapeake Heritage Visitor Center, 425 Piney Narrows Road, Chester, MD 21619. Due to COVID-19 social distancing restrictions, attendees were given the option to attend via Zoom meeting application that was displayed on monitor in the Barrett Room meeting space. The following Board Members were present and represented a quorum:

Jesse Parks, Chairman
Helen Bennett, Secretary
Royce Herman, Treasurer
Ed Beres
Kathy Deoudes
Rob Marsh
Hazen Arnold (via Zoom)
Lee Bridgmon
Heather Bacher
Jon Cook (via Zoom)

Not Present:

Mike Rosendale
Brian DeMoss
Jeremy Reynolds
Steve Donovan
John Anderes

Staff Present:

Heather Tinelli, Director, Economic & Tourism Development
Lisa Gallow, Office Coordinator, Economic & Tourism Development
Todd Mohn, Administrator, Queen Anne's County

Others present:

Linda Friday, President, Queen Anne's County Chamber of Commerce
Gigi Windley, Director, Kent Narrows Development Foundation
Kim Kratovil, Eastern Shore Field Representative, U.S. Senator Ben Cardin (via Zoom)
Paige Tilghman, Economic Development Manager for Town of Centreville
Amy Mordock, Principal Planner, Queen Anne's County Planning & Zoning (via Zoom)
Brennan Tarleton, Planner, Queen Anne's County Planning & Zoning (via Zoom)
Nancy LaJoice, Sr. Business Development Representative, Maryland Department of Commerce (via Zoom)
Tom Rider, Business Service Supervisor, Dept. of Labor, Licensing & Regulation (via Zoom)
Pat Shreves, Dept. of Labor, Licensing and Regulation (via Zoom)
Greg Bartoo, Business Consultant, Small Business Development Center (via Zoom)

Dudley Wick, Bay Are Assoc. of Realtors (via Zoom)

Jack Schammel, Mentor TEDCO (via Zoom)

II. Approval of Agenda and Minutes

On a motion made by Lee Bridgmon and seconded by Kathy Deoudes, the August meeting agenda was approved by a unanimous vote of all members present.

On a motion made by Kathy Deoudes and seconded by Heather Bacher, the minutes from the July 22nd meeting were approved by unanimous vote of all members present.

III. Treasurers Report: Mr. Herman reported that the balance of the account managed by Chesapeake Charities is currently \$3882.98.

IV. Commissioners Report: In the absence of the County Commissioners, Queen Anne's County Administrator, Todd Mohn, updated the Economic Development Commission. Mr. Mohn shared that the County Commissioners had recently approved the hiring of a Destination Marketing position for the Office of Tourism. The Commissioners also approved the resolution to create the Tourism Advisory Committee (TAC) which is comprised of owners of local tourism driven/related businesses to review and suggest marketing options and opportunities to the Queen Anne's County Office of Tourism. Mr. Mohn also stated that the Dept. of Health and Planning & Zoning Departments are in the process of creating a Gathering Declaration that would require a permit for private gatherings of 75 people or more.

V. Department of Economic and Tourism Update: Heather Tinelli, Director of Economic & Tourism Development provided a department update for the EDC. Ms. Tinelli stated details pertaining to the Economic Development Incentive Fund and Upper Regional Council Directors meetings that she had recently attended. Ms. Tinelli also had the opportunity to meet Matt Doyle who is the new Sr. Business Development Rep. for Md. Dept. of Commerce. Mr. Doyle will be influential in business attraction to our region as well as businesses that are interested in relocating or expanding. Ms. Tinelli shared that there are businesses that are showing interest in the space previously occupied by Kmart and ED has been working with the county GIS Department to create maps that are/will be used for potential projects and developers to the region. She has a meeting planned for potential re-development in the Pier One region and also has met with Safe Harbor Marina who is interested in extended growth with their business in the Kent Narrows. Recently, Tourism has signed their FY 21 Tourism Grant for \$29,152.00 and submitted the grant reimbursement paperwork for January thru June of 2020. The much-anticipated installation of the new visitor center displays is scheduled for the week of September 1st. They are hopeful to re-open the center to visitors by September 23rd which could also include a Sea Glass display in the museum gallery. Ms. Tinelli has attended weekly Tourism Marketing Director meetings, worked with the new Tourism Advisory Committee to submit the application for the resolution and create the job description and details for the new Marketing position with Tourism. ED completed the semi-annual report for the Matapeake Business Park Grant as well as began the process for the Enterprise Zone Expansion in north county. Ms. Tinelli also shared a peak at the new CRM program that has been so helpful in contacting and communicating with local businesses.

VI. Old Business:

A. QAC Small Business Assistance & Recovery Fund Update: Ms. Tinelli provided an update on the current status of the grant program. The program ended on July 31st and there were 192 local

businesses approved for funds. Economic Development is finalizing the last details of businesses that are sending in additional required paperwork and will then shift their attention to the collection of receipts from businesses to confirm the funds were utilized as stated on their applications. The SBARF Committee has put \$100,000 aside in a Sanitation Fund to help local businesses sanitize if they have had an employee test positive for COVID. Currently, they have received 14 applications with a maximum grant award of \$5,000. The Advisory Committee will continue to meet until all applications have been processed.

- B. Tourism Advisory Committee:** Ms. Tinelli provided an update regarding the accomplishments of the Tourism Advisory Committee. As stated previously during her department update, the committee created the resolution and was approved by the county commissioners. The committee also created the job description for the Tourism Marketing position that will soon be posted.
- C. Planning Update:** Brennan Tarleton, Planner with Queen Anne's County Planning & Zoning, provided an update on current projects within the department. Mr. Tarleton shared that the application for the Boatel was approved by the Planning Commission and the plans for the restaurant pad site were currently under review. He also shared that an application for The Big Truck Wye Farm Brewery outside of Queenstown that would include a 4500 sq. ft. tasting room and 5000 sq. ft. production area is also currently under review. The Barn Stable project on the south side of Main Street in Chester is under review and would include 150,000 sq. ft. of retail space, 600+ residential units, pad sites for restaurants and a small grocery store.
- D. Amendment Update:** Amy Mordock, Principal Planner for Queen Anne's County Planning & Zoning provided an update on text amendments. In particular, she provided information on the TACO-20-08 amendment. This amendment pertains to alcohol production facilities and was introduced to update the standing facility language and frame it under one use which is alcohol production. The ordinance currently has 2 standing definitions for vineyards, wineries and farm breweries but did not have provisions for distilleries. It frames all those uses under an alcohol production facility, adds to definition of agriculture and adds definitions of alcohol facility and distillery to be included in definition of brewery and winery. The review of the amendment was favorable, but the Planning Commission questioned where the onsite production cap should be. They asked to see comparable language in the other 23 regions in the state. After reviewing, they suggested that at least 2 acres of agriculture product used to produce the alcohol should be grown on site. They believed that to be a reasonable threshold based on other jurisdictions. The provisions that are to be adopted will not negatively impact any business that have already been approved and will only impact new and expanding businesses. It is specific to the support of agritourism and only effects businesses associated with agricultural district and countryside status. The amendment will be sent to Commissioners to schedule a public hearing.
- E. Comprehensive Plan Update:** Amy Mordock provided an update regarding the Comprehensive Plan. The consultant, Wallace Montgomery, led by Lauren Good, has been updating the Planning Commission and County Commissioner over the past 2 weeks. They have been researching and reviewing documents that are on file and creating a strategy and plan for possibly holding public meetings considering COVID issues. They have updated the website and have a complete date for the project of November of 2021. The change in consultants could have a positive effect as now with the delay it will include both the current Census stats and QAC Housing Department Study will be included in the study. Hopeful to start visioning workshops in October.

VII. New Business:

- A. Queen Anne's County Planning Commission:** Kathy Deoudes, EDC Board Member, has recently been appointed to the Queen Anne's County Planning Commission. Ms. Deoudes will be providing the EDC Board with updates in the future.
- B. Planning & Zoning Subcommittee:** Jesse Parks, EDC Board Chairman, stated the goal of the committee will be to review current procedures and find issues, talk about as a group and suggest improvements to the commissioners and new director. Mr. Parks will be providing updates on the committee at future EDC meetings.

VIII> Liaison Reports:

- A. Queen Anne's County Chamber of Commerce:** Linda Friday, Chamber President, provided an update on behalf of the Chamber of Commerce. Ms. Friday stated that most of our businesses are open and moving forward. She explained that one of the biggest challenges business owners and employees are having is due to the shortage of daycares and providers that take children that are doing virtual learning so that parents can return to work. The Chamber hosted their first board meeting since COVID and is also planning to host their first mixer in October at the Boatel where they will discuss future projects in the region. Ms. Friday explained that the Chamber is host to the QAC Goes Purple campaign and if any businesses need purple lights please contact them. The Chamber is celebrating their 40th year but due to COVID circumstances they are going to delay their celebration event to sometime in the future months.
- B. Kent Narrows Development Foundation:** Gigi Windley, Director for K.N.D.F, provided an update on current issues and happenings in the Kent Narrows region. Ms. Windley expressed gratitude to Ms. Tinelli and her efforts with the Small Business Assistance & Recovery Fund Grant as it made a significant difference in the success of the businesses in the Kent Narrows during COVID circumstances. Ms. Windley shared that the Boatel project and Hyatt Place Hotel Project are both moving forward and the KNDF is planning a major market push for tourism this winter.
- C. Small Business Development Center:** Greg Bartoo, Business Consultant for SBDC, joined the EDC meeting today to introduce himself to the board. Mr. Bartoo will be working out of Chesapeake College and will be providing resources to businesses in the mid and upper shore that have the desire to start, grow and expand. He is excited to support our local businesses, work with our Economic Development Department and will provide updates periodically for the EDC Board.
- D. Town of Centreville:** Paige Tilghman, Economic Development Manager for Town of Centreville, shared that most businesses are open, they are having success with their weekly Farmers Market offering curbside pickup option. They are excited to for the upcoming Centreville Day event this fall and just had a new business, Sugar Doodles Ice Cream Shop, open in downtown Centreville.
- E. Maryland Dept. of Commerce:** Nancy Lajoice, Sr. Business dev. Representative, provided and update on the COVID Grant Program. The program offered an initial 50 million which was reached within the first 2 days of applications at which point 45 million was allocated in additional funds. Ms. Lajoice wanted to share that there have been concerns over Spam emails regarding correspondence for these grants. If

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you know of a business that receives an email that may seem like Spam, please contact her so she can verify if the email is indeed from the Dept. of Commerce.

IX> **Adjournment:** On a motion made by Rob Marsh and seconded by Kathy Deoudes, the board unanimously approved the adjournment of the meeting at 11:06 p.m.