

**Kent Narrows Development Foundation**  
**Board of Directors Meeting**  
August 25, 2020  
For Board Approval

**Board Members in attendance**

Jerry Dammeyer  
Mike Foster  
Sheryl Jaros  
Justin Kiernan  
Butch Pearson (via Zoom)  
Joe Pomerantz  
Jody Schulz  
Jeff Smith  
Jason Ruth  
Walt Thompson  
Judy Wink  
Pat Worns

**Absent with notice**

Victoria Hoffman

**Commissioner Liaison**

Phil Dumenil

**Guests:**

Linda Friday, QAC Chamber of Commerce  
Tom Davis, DMS  
Kirby Schulz  
Ron Kirstien, Jetty Partners

**Queen Anne's County Staff**

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

**Call to Order**

With a quorum of directors in attendance, the regular meeting of the Kent Narrows Development Foundation commenced at 9:08 a.m.

**Public Comment**

None

**Minutes**

The board reviewed the minutes. Joe Pomerantz asked for the attendance list to be corrected to reflect that he was not in attendance.

***RESOLUTION***

*Jeff Smith made a motion to accept the Minutes from the July 28, 2020, regular meeting of the KNDF with the correction. The Board unanimously approved.*

**Financial Report**

***Checking Accounts***

The current balance in Shore United Bank is \$31,676.00 as of 6/30/20.

**Kent Narrows 570 Fund**

The balance in the KNDF 570 fund as of 6/30/20 is \$235,572.

### **Chesapeake Charities**

The balance is \$9,535.48 according to the June 30, 2020, quarterly statement.

### **Commissioner Dumenil**

Commissioner Dumenil reported that Mike Wisnowski is retiring. Jody Schulz and the Board expressed appreciation for all of Mike's good work during his tenure with the county. A letter of thanks will be composed and sent from the KNDF to Mike. The County is actively seeking a replacement for the position of Director of Planning and Zoning. An interim director will be appointed. Those on the selection committee include two County Commissioners, a Planning and Zoning Board Member, Todd Mohn, and the HR director.

The contract for the Comprehensive Plan update has been awarded to Wallace & Montgomery, headquartered in Hunt Valley, Md. Lauren Goode is the key contact for the project. Commissioner Dumeniel recommended that the Foundation invite Lauren Goode and Amy Moredock (QAC Planning) to the next KNDF meeting to inform the Board on the planning process.

### **Economic Development and Tourism**

Heather Tinelli reported that the public accommodations tax collections decreased significantly over the March-June time period in 2019. This was due to the covid-19 situation. Those tax revenues have rebounded through the summer when the travel restrictions were lifted.

To date, the county has distributed \$200,0079 in relief funds to 192 businesses. The deadline for the grant program was extended to allow distribution of an additional \$107,000. A \$100,000 Sanitizing Fund was carved out of the program for businesses that were forced to close because of a coronavirus-positive employee. Eligible business may apply to receive up to \$5000 to cover cleaning services.

The county-wide rebranding effort will begin soon. Gigi will be a part of the team working with the office on the effort. It may be possible for the KNDF to piggyback on that for their own brand-refreshing.

The renovation of the lobby of the Chesapeake Heritage and Visitor Center is should be complete this fall. The Tourism unit is working to ensure that the Visitors Center can be opened safely and be adequately staffed. Heather is working to gain approval from the Commissioners so that a Tourism Coordinator can be hired. A hiring freeze is currently mandated.

### **Parks and Recreation Update**

Nancy Scozzari reported that two new rangers were hired.

Since state DNR did not fund the phragmites spraying program this year, the County has contracted with Doug George to do the spraying.

The permits for the CHVC bulkhead project are in place and the project should be completed by July 4, 2021. The rest of the redesign of the land surrounding the CHVC project is on hold, but it would make sense to do everything all at once, given the fact that the bulkhead deadmen are set back 25 feet from the water line and a good portion of the site already will be torn up.

The KNDF's recommendation on the date and program format for the 2021 Independence Day fireworks was favorably received by Parks and Recreation staff.

### **Presentation & Project Review**

At this point, Jody Schulz turned over leadership of the meeting to Joe Pomerantz.

### **Kent Narrows Marine Project Restaurant Plan**

The plan for the restaurant on the Boatel site was submitted to the County for STAC review. The restaurant will be operated as a partnership between Jody Schulz, Justin Kiernan, and Ron Kirstien.

Tom Davis of DMS gave an overview of the project and presented drawings and different views of the proposed facility.

There will be a public area on the eastern side of the Boatel. The owners will have the right to restrict the activity that happens in the public area. Restrictions will include no smoking and no fishing.

The placement of the floating docks was changed from the original plan to ensure that there is enough room for boat traffic coming in and out of the Boatel and Piney Narrows Marina.

The parcel will be subdivided into three lots: for the Boatel, the restaurant, and the office building. Access to the structures is through a private drive. Public access to the buildings will be through a travel lane in the parking lot.

The goal for completion of Phase 2 of the Boatel building is April 1, 2021. The restaurant portion of the project is slated to begin in November and be open by July 4, 2021. The schedule will depend on the weather and the permitting process.

After hearing the presentation and reviewing the concept plans and renderings, the KNDF Board voted to make a favorable recommendation supporting the subdivision of the property into three lots. The Board also ruled favorably on the design for the roughly 6,200 square foot restaurant. In addition, the Foundation deemed the design for the public space to be consistent with the conditions set forth in the Kent Narrows Community Plan.

#### **RESOLUTION**

***Jeff Smith made a motion for KNDF to make a favorable recommendation to the Planning Commission supporting the subdivision of the property into three lots, and also to rule favorably on the concept plan for the design for the roughly 6,200 square foot restaurant. The Foundation also found that the design for the public space to be consistent with the conditions set forth in the Kent Narrows Community Plan. Pat Worns seconded. The motion passed, with Jody Schulz and Justin Kiernan abstaining.***

#### **Director's Report**

##### **Comp Plan**

Gigi Windley reported that distributed to the KNDF board the video of Wallace and Montgomery's presentation to the Commissioners. In response, board members expressed concerns about the how the Kent Narrows Community Plan would be folded into the new Comp Plan.\*

Amy Moredock has advised the Foundation via an 8/19 e-mail that the KNDF will be consulted individually relative to the Community Plan in a special-topic workshop. The workshops are scheduled for October and November.

\* Mike Foster said there were plans to mold the the Community Plans back into an overall ordinance, and do away with the individual plans. The exception, he pointed out, is the Kent Narrows, because of its unique Waterfront Village Center zoning designation.

The Kent Narrows Plan is significantly different from the other Community Plans and has a completely separate identity. It is more of a quasi-commercial development planning tool, and so there are a lot of specifics in the plan that are not applicable to other places in the county. He said that over 50% of the developable land has been developed and when it was developed the developers were complied with the provisions of the Kent Narrows Community Plan and to do away with that moving forward, would create massive inconsistencies and challenges.

Nancy Scozzari reiterated that the Kent Narrows plan needs to be a separate, and that the suggestion of rolling all community plans into the comp plan needs clarification. Gigi mentioned that much of the KNDF's work is tied closely to the plan. Commissioner Dumenil recommended that the Foundation send a letter to the County Commissioners, the Planning Commissioners, Todd Mohn, Amy Moredock and Wallace & Montgomery stating the KNDF's concerns. Commissioner Dumenil said that he would pass on the concerns to the Commissioners.

Nancy mentioned that the Land Preservation Parks and Recreation Plan (LPPR) is underway and she hopes that the KNDF can be involved and vocal in the process. The LPPR qualifies the county for Program Open Space (POS) Funds. Parks & Recreation depend on the POS funds for improvements. The Comp Plan update is now scheduled to be wrapped up by December of 2021.

The board expressed concern about the timing and the state-mandated deadlines as related to the Covid-19 situation. It was also noted that the 2010 Comp Plan update didn't address the Community Plans.

#### **RESOLUTION**

*Mike Foster made a motion to send a letter to the County Commissioners, the Planning Commissioners, Todd Mohn, Amy Moredock and Wallace & Montgomery stating the KNDF's desire to include the current Kent Narrows Community Plan format as part of the Comp Plan update. It is utilized as a quasi-commercial development planning tool and therefore there are specifics in the plan that are not applicable to other places in the County. To do away with that the plan and its format would create massive challenges for the KNDF the County and all stakeholder groups. Pat Worns seconded. The motion passed unanimously.*

#### **PROMOTION/COMMUNITY OUTREACH**

Gigi Windley presented a spending plan for community outreach and paid promotional initiatives. The plan calls for the KNDF to work closely with the Tourism Office to reposition the area based on needs of the businesses and also the consumer sentiment especially as it as it relates to the changing demand patterns caused by the Covid-19 situation. The KNDF will focus on nearby drive-to and boating markets. Also target will be affinity groups interested eco-tourism and water based-activities -- including boating, marinas, birding, cycling, fishing and other outdoor activities. The Foundation will continue with focus efforts on promoting Kent Narrows as a leisure-based boating, seafood, and culinary destination.

The Foundation is meeting with QAC Tourism and the Chamber to work on a joint Restaurant Week promotion if time allows.

The production of new major signature events to promote the area remains problematic as long as the Covid-19 situation continues.

Gigi mentioned that this was a higher spending year for print because most printed pieces are designed to last for two years. This is the end of year two year cycle so the KNDF is almost all printed literature.

#### **RESOLUTION**

*Pat Worns made a motion to support the proposed spending plan of not to exceed \$16,807 for promotional and outreach initiatives that was presented in the director's report Judy Wink seconded. The motion passed unanimously.*

#### **District Maintenance and Capital Improvements**

An extended discussion occurred related to the maintenance and improvement of the public lands in the WVC. More attention must be payed to the maintenance, improvement, and cleaning of public lands and property in Kent Narrows.

Nancy said that Critical Areas money fee in lieu (FILO) could be redirected for new plantings in the Kent Narrows, and those funds must be managed by Parks & Recreation. A budget line item to address maintenance could be redirected to Parks for beautifying the Kent Narrows. Judy Wink pointed out that much of the public landscaping planted by the county at Kent Narrows includes plants that will not thrive in the area. That needs to be corrected.

It was suggested that the hotel tax could be reinvested for maintenance and improvements of the public areas. A regular stream of funding must be dedicating for maintenance and aesthetics. Over 75% of that tax is generated by Kent Narrows properties.

It was suggested that the Foundation might need to take over some of the management of the public areas that aren't adequately maintained. It was suggested the KNDF could have more oversight on the day-to-day management of the public-lands maintenance in the Kent Narrows.

Nancy said there may also be funds through the enterprise operation that James Wood manages. The State waterway improvement program will be fully funded this year. James Wood has been approached over the past several years

if some of those funds can be directed to the Kent Narrows most have gone to bulkheading. Nancy will arrange for James to come and speak to the Foundation about reprogramming some of those funds.

Gigi will write a letter to the Commissioners to encourage the development of an organized and well managed and adequately funded maintenance and capital improvement program for public lands in Kent Narrows. A visual presentation will also be developed.

The entrance ways into the Kent Narrows should also be improved. A list of improvements and was developed by the KNDF and given out at the February meeting. Gigi mentioned that the gateway signage is in progress.

Judy suggested that maintenance should be looked at on an ongoing basis at for three to five years out.

***Mike Foster made a motion to form a committee to start working toward resolution to fund ongoing the maintenance of public lands and for capital improvements in Kent Narrows. The KNDF director will to write a letter describing the issues and will also and develop a presentation for the KNDF to give to the Commissioners. Judy Wink seconded. The motion passed unanimously.***

Mike Foster will chair the newly formed Capital Improvements and Maintenance Committee. (CIMC) Walt Thompson, Jody Schulz, and Gigi Windley will serve on the committee. A meeting was scheduled for later in the week.

Other items in the director's report included:

#### **PROJECT UPDATES:**

##### **Wells Cove Development – Wells Cove II, LLC.**

The Planning Commission granted an extension on the project to March 11, 2021.

MAJOR SITE PLAN SP#19-10-0042

Amendment made to a previously approved Major Site Plan (MASP# 05- 05-05-0006) for the construction of four (4) condominium units.

#### **WAYFINDING SIGN PROJECT**

The RFP is ready for the final review.

#### **ECONOMIC VITALITY INITIATIVES**

The Beacon Study was been updated with new pictures. The KNDF plans to work with the County to build out the tourism data that is offered since that information was not readily available from the tourism office at the time of the study. The Foundation will also contact the Upper Shore Regional Council to seek funds for a more in-depth study and a post Covid-19 study.

#### **DESIGN/Planning and Zoning Issues**

##### **Wayfinding Project**

The RFP is ready for final review. A committee will be assembled to review the applicants. The committee will include a representative from Parks, Planning, and Public Works.

##### **Banners**

The Stories of the Chesapeake banners will come down at Safe Harbor due to the name change, and in the Fisherman's Village Area due to construction.

##### **Ferry Point Sign**

Shore Signs is in the process of quoting a price to refresh the sign.

## **COVID RESPONSE**

The U.S. Travel Association provided us with COVID prevention graphics that the KNDF may customize and distribute. The small and colorful seasonal posters were printed with the KNDF logo and distributed to businesses and also posted on the Foundation's Facebook and web pages.

## **TECHNICAL ASSISTANCE**

A considerable amount of the director's time this month was spent working with the EDC subcommittee that is forming a tourism advisory council and refreshing and updating the language that will be used for travel and tourism-related job postings.

## **Old Business**

### **Kestrel Donation**

An invoice has been received from Chesapeake Environmental Center and will be paid through the Chesapeake Charities account.

## **Finances**

A significant amount of time was spent working to move out books to ASG. A meeting was held on August 6 with Mike Connelly and Jonathan Seeman to work out how the new amenities funds will be handled. She reported that the Foundation has received the \$35,000 draw on the Kent Narrows 570 Fund and an additional \$35,000 from the line item that the Commissioners made for the KNDF. The next step will require the Planning and Zoning Office to work with the Assessments Office to ensure that all of the eligible are properties paying the special tax and that a notification process is put in place to ensure that when a change occurs all affected entities are notified. That includes the notification of the KNDF and those who manage the 570 fund. The amenities fund report is still under development.

## **New Business**

### **Nominations**

Jody Schulz appointed a nominating committee to nominate board members for the coming year. Serving on the committee is Jeff Smith, Joe Pomerantz and Jerry Dammeyer. Board members with terms expiring on December 31 are Butch Pearson, Sheryl Jaros, and Pat Worns.

### **Boy Scout Project**

Chase O'Malley sent a letter asking for a contribution to his Eagle Scout water cleaning project that will take place at Kentmore Marina. The Board was complementary of his efforts and suggested that he re-apply at a time when he plans to perform a demonstration at Kent Narrows.

### **Name Change**

The KNDF will set up a meeting with Mike Connally to determine what needs to happen with the DBA name change to the Kent Narrows Foundation.

## **Other**

Jody suggested that Gigi take pictures of the pilings that the people cut fish on, and put cones on the pilings to deter the behavior.

## **Car Event**

Luke Phips has approached the Yacht Club to host an antique car and boat event on October 17 and 18.

## **ADJOURNMENT**

***Sheryl Jaros made a motion to adjourn; Joe Pomerantz seconded. The motion passed unanimously.***

The meeting was adjourned at 11:28 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 September 22, 2020.

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Patricia Worns, KNDF Secretary