

**THE COUNTY COMMISSIONERS
OF KENT COUNTY, MARYLAND
AGENDA**

November 7, 2023

10:00 A.M. Special Work Session

Recognition

Special Recognition - Employment Milestone

Legislative Bond Initiatives Discussion

Shelley L. Heller, County Administrator

State Legislative Proposals - Legislative Bond Initiative Requests

Shelley L. Heller, County Administrator

Millington Senior Village

Shelley L. Heller, County Administrator

Chestertown Heritage Trail

1st Quarter Department Updates

Shelley Heller, County Administrator

Departmental Updates and Question And Answer Session Kickoff

Pete Landon, Director, Office of Emergency Services

Patricia Merritt, Chief Finance Officer, Office of Finance

Bonnie S. Pearsall, Inspector, Kent Alcohol and Tobacco Enforcement

Rosemary Ramsey Granillo, Director, Kent County Local Management Board

Jillyn Coleman, Director, Parks and Recreation

Scott Boone, Director, Information Technology

Bill Mackey, Director, Planning, Housing, and Zoning

Mike Moulds, Director, Public Works

For Your Information

Jamie Williams, Director, Economic and Tourism Development

(Meetings are conducted in Open Session unless otherwise indicated. All or part of County Commissioners' meetings can be held in closed session under the authority of the MD Open Meetings Law by vote of the Commissioners. Breaks are at the call of the President. Please note that times listed for specific items on the agenda are only estimates, and that the order of agenda items may change as time dictates or allows. Meetings are subject to audio and video recordings.)

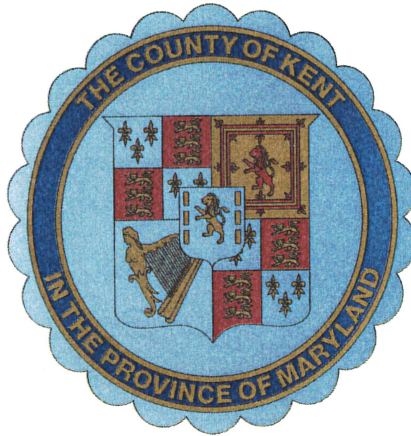


**Special Recognition - Employment Milestone
11/7/2023
County Commissioners Meeting**

ATTACHMENTS:

Description

11.07.23 Shelley Clothier, Certificate of Appreciation

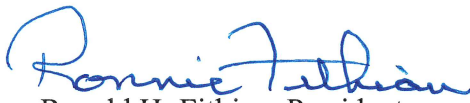


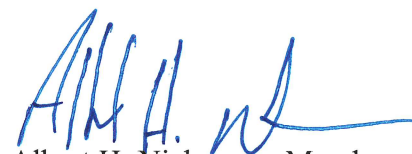
Certificate of Appreciation

This is to certify that
Shelley Clothier
is hereby recognized

for forty (40) years of exemplary service and dedication with the County Commissioners of Kent County. Such commitment and devotion are admired and well respected by all of those who have had the honor and privilege of working with Ms. Clothier throughout her many years of service. We, the County Commissioners of Kent County, Maryland, thank you for your continued service, devotion, and dedication.

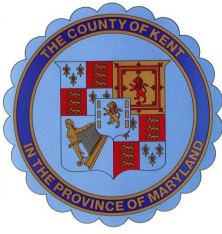
THE COUNTY COMMISSIONERS OF KENT COUNTY, MARYLAND


Ronald H. Fithian, President


Albert H. Nickerson, Member


John F. Price, Member

November 7, 2023



Shelley L. Heller, County Administrator
11/7/2023
County Commissioners Meeting

Item Summary:

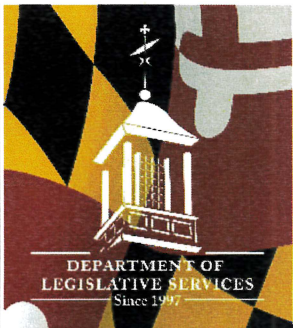
State Legislative Proposals - Legislative Bond Initiative Requests

ATTACHMENTS:

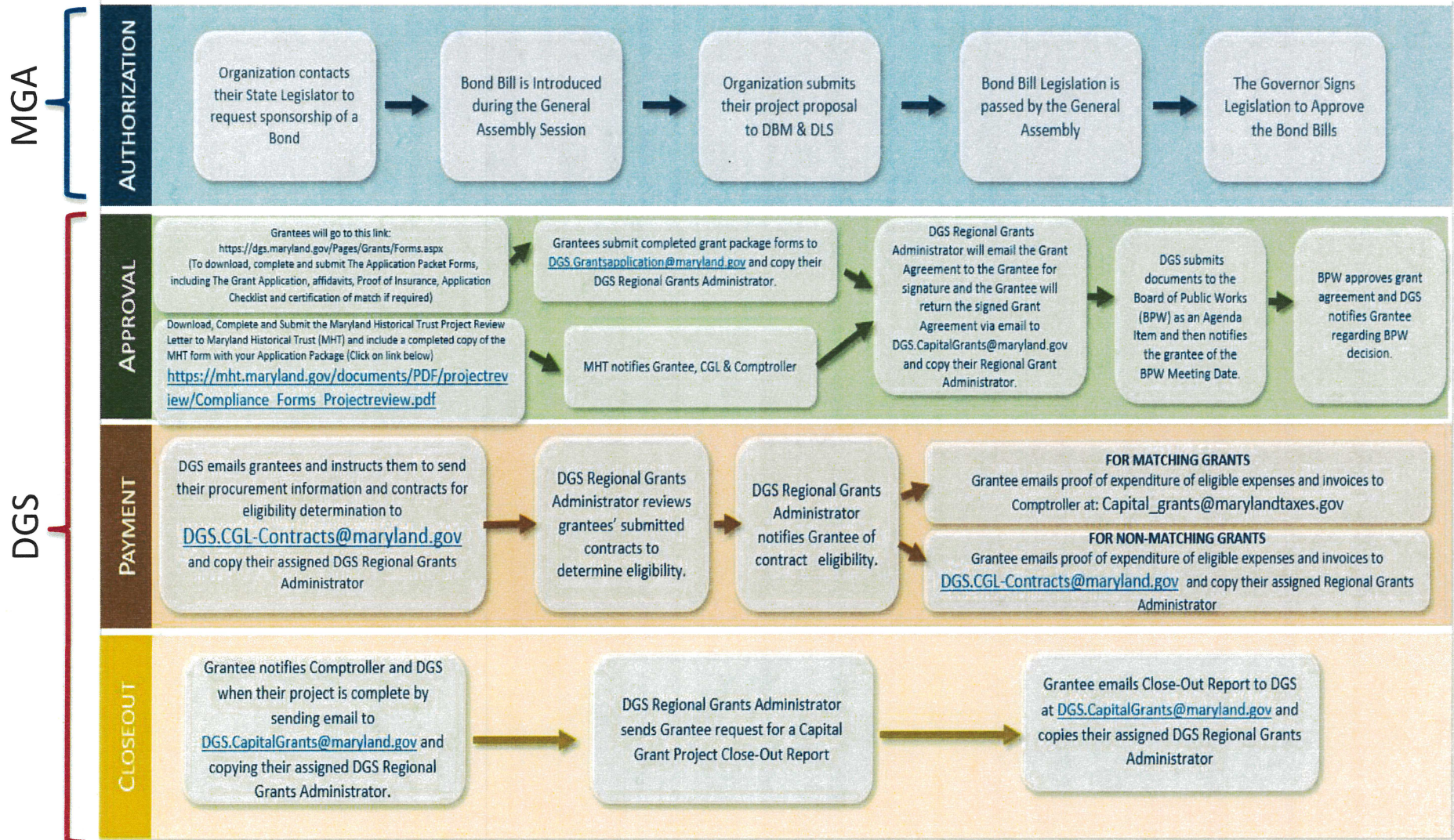
Description

LBI Flow Chart Of Process

current-bond-initiative-workshop



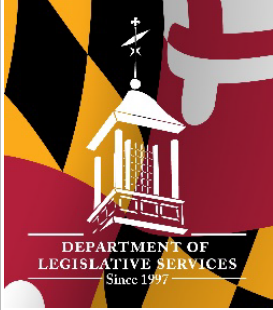
Flow Chart of Process



How to Request a Legislative Bond Initiative



Updated 2022



What Is a Legislative Bond Initiative?

Legislative Bond Initiatives (LBI), formerly referred to as bond bills, are bond authorization requests filed by members of the Maryland General Assembly (MGA) to support specific local or non-State-owned capital projects.

Although not submitted as part of the Governor's capital budget, the authorization to fund an LBI is provided in the State's annual capital budget bill.

The Department of Legislative Services (DLS) reviews LBI requests in accordance with the rules and procedures established by MGA.



Project Eligibility

A project must

1. be capital in nature (land and/or structures),

such as

Real Property Acquisition
Project Planning & Design
Construction & Renovation

2. have a State or local public purpose,

like a

Community Center
Health Facility
Museum
Recreational Facility

3. have a 15-year service life

Funds may not be used for:

Religious/sectarian purposes
Operating expenses
Certain Non-Capital Equipping
or Furnishings

Additionally, a Grantee must own the property to be improved with the grant funds or have a long-term lease of at least 15 years. Otherwise, the State will require the property owner either be a co-grantee or agree to be a beneficiary in the grant agreement with the State.



Project Prioritization

- **Project Readiness**

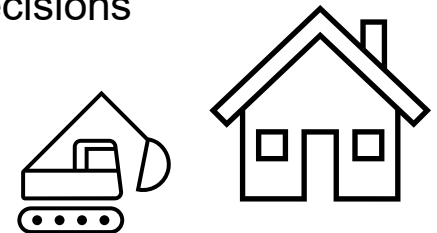
- ⌚ Adequate funding plan that demonstrates the availability and commitment of sufficient non-State funding sources to complete the project
- ⌚ Project schedule that supports the expeditious use of State grant funds. Project requests that can demonstrate that State grant funds will be expended within two years of authorization are given priority
- ⌚ Encumbrance and expenditures deadlines can be met within seven years of authorization unless otherwise specified in an act of the General Assembly)

- **Alternative funding sources**

- ⌚ Applicants that can demonstrate the availability of non-State funding sources are given priority in making funding decisions

- **Employment creation/retention**

- **Delegation support**





LBI Process: Request Form

Initiation of the Process

- Organizations must arrange legislative sponsorship.
- Members must complete an LBI Request Form and submit the form via email to LegislativeBondInitiative@mlis.state.md.us
- Members receive an email receipt upon submission of the Request Form.
- The Request Form is available on the MGA website under the Budget tab, then Bond Initiatives and then Documents, or on the members' floor system.
- **The name of the grantee must match the name that is on record with the State Department of Assessments and Taxation (SDAT).** Legal entity information can be found at <https://egov.maryland.gov/BusinessExpress/EntitySearch>

Maryland General Assembly Legislative Bond Initiative Request Form	
Click here for Guidelines	
Project Information	
Project Name:	
Project Location County:	
Project Location Address:	(Street) (City, MD Zip)
Please list the year of any previous bond bills or initiatives for this project:	
Total Amount Requested: \$	
Briefly describe the purpose and reason for the project:	
Applicant Information	
Legal Name of Grantee:	
(If a corporation or non-profit organization, give name exactly as registered with the State Department of Assessments and Taxation: https://egov.maryland.gov/BusinessExpress/EntitySearch. If a local government, give legal name as chartered.)	
Legal Status of Grantee:	☐ Corporation ☐ Non-profit ☐ Local government ☐ Other
If other, please explain:	
Grantee is governed by:	☐ Board of Directors ☐ Board of Trustees ☐ Other
If other, please explain:	
Does the project, project property or recipient have any religious affiliation or involvement? ☐ Yes ☐ No	
Project Contact Information:	
Project Contact Name:	Address:
Project Contact Email:	
Project Contact Phone:	
Sponsor Information – TO BE FILLED-IN BY SPONSOR STAFF ONLY	
Lead Sponsor ☐ Senator or ☐ Delegate	
Lead Sponsor Name:	Email:
Co-Sponsors Information (2 max)	
Co-Sponsor 1 Name:	Email:
Co-Sponsor 2 Name:	Email:
(Opposite Chamber)	
Cross-File Sponsor Name:	Email:
Cross-File Sponsor 2 Name:	Email:
Cross-File Sponsor 3 Name:	Email:
Please submit this form from sponsor's email to LegislativeBondInitiative@mlis.state.md.us .	



LBI Process: Request

- An LBI Request Form internally generates the next document, the Legislative Bond Initiative Request Document (the “Green Sheet”).
- A set of four copies of each Request Document is provided to the sponsor for introduction.
- Sponsor will deliver signed Documents to the Secretary of the Senate/Chief Clerk of the House for introduction during a floor session. (Only “clean” Request Documents are accepted – no handwritten changes.)
- LBIs must be requested by the 27th day (Senate) and the 31st day (House) as “guarantee” dates. As with Bills, the 55th day is the final day for introduction without suspension of the rules.

Appendix 4
2020 Legislative Bond Initiative



The following Legislative Bond Initiative is submitted for the General Assembly's consideration for funding.

Sponsor Delegate Kirill Reznik

Synopsis Requesting the creation of a State Debt in the amount of \$400,000, the proceeds to be used as a grant to the Board of Directors of Residential Continuum, Inc. for the acquisition, planning, design, construction, repair, renovation, reconstruction, site improvement, and capital equipping of RCI group homes, located in Montgomery County.

	<u>Name</u>	<u>Signature</u>
Sponsor	Delegate Kirill Reznik	
Co-Sponsor	Co-sponsor1	
Co-Sponsor	Co-Sponsor2	

Instructions: This is an official Legislative Bond Initiative (LBI) document.
Please sign where indicated and obtain the signatures of any cosponsors.
Please note there is a maximum of three sponsors per LBI.
Once all signatures have been obtained, the document can be delivered to the Secretary of the Senate/Chief Clerk for formal introduction.

NOTE: If you need changes made to the LBI document before it is introduced, the **changes must be approved** and entered into the LBI System by the **Department of Legislative Services (DLS)**. The Secretary of the Senate/Chief Clerk will NOT accept a document for introduction that includes changes not approved by DLS. To have any necessary changes approved, please email Valerie Kwiatkowski at: valk@mlis.state.md.us. Once changes have been made a new LBI document will be printed and delivered to the sponsor.



LBI Process: Introduction

- Upon submission of an LBI, an introductory LBI letter is created to be read across the desk during a floor session and entered into the proceedings
- Once an LBI is entered into the proceedings, it is made available in a report on the MGA website under the Budget tab by selecting Bond Initiatives
 - The report displays all member LBIs but can be filtered by individual member. Each member's bill page also contains a link to the LBI report
- When an LBI is read across the desk and entered the proceedings, an email is sent to the requesting lead sponsor contact with instructions for completing an LBI Fact Sheet. The sponsor is responsible for sending the Fact Sheet to the requestor – designated grantee contact
- The email provides a PDF copy of the *Guidelines for the Submission of Legislative Bond Initiative Requests to the General Assembly of Maryland*. These guidelines are also available on the MGA website under the Budget tab by selecting Bond Initiatives and then Documents



LBI Process: Fact Sheet

- **After** the LBI is introduced, the Fact Sheet is submitted electronically by **March 7th** through the fact sheet system
- It provides information to the legislature to make funding decisions – failure to submit a Fact Sheet may result in a decision not to fund a project
- **Sponsors** will receive an email from DLS that provides a link and access to the applicant's Fact Sheet; this email should be forwarded to the grantee. Information in fields one through nine are locked and cannot be changed by the applicant.
- Brevity is as important as accuracy

State Of Maryland Bond Initiative Fact Sheet		
1. Name Of Project		
2. Senate Sponsor	3. House Sponsor	
4. Jurisdiction (County or Baltimore City)	5. Requested Amount	
6. Purpose of Bond Initiative		
the acquisition, planning, design, construction, repair, renovation, reconstruction, site improvement, and capital equipping of		
7. Matching Fund		
Requirements:	Type:	
Grant		
8. Special Provisions		
☐ Historical Easement	☒ Non-Sectarian	
9. Contact Name and Title	Contact Ph#	Email Address
10. Description and Purpose of Organization (Limit length to visible area)		



LBI Process: Tracking

- LBI status can be tracked from the MGA website:
<https://mgaleg.maryland.gov/mgaweb/Budget/BondInitiatives>
- As each LBI is introduced and entered into the proceedings, the *Introduction of Legislative Bond Initiatives Report* is populated (available on the Budget tab by selecting Bond Initiatives). This report is also linked to each sponsor's bill page
- LBI Fact Sheets can be accessed and viewed and funding decisions tracked
- Prior session versions of the *Introduction of Legislative Bond Initiatives Report* can be accessed from the MGA website under the Search & Archives tab, selecting Bond Initiatives, and using the dropdown menu to select a year



LBI Process: Tracking (Cont.)



MARYLAND GENERAL ASSEMBLY

Legislative Services | Legislative Audits

Search



MEMBERS COMMITTEES MEETINGS LEGISLATION BUDGET LAWS FLOOR ACTIONS SEARCH & ARCHIVES

Charts

Analyses

Legislation

Bond Initiatives

Publications

Related Links

About

Funding Documents

Sponsors

Showing 1 to 50 of 241 entries

Print 

Filter:

Project Name	Status	House Sponsors	Senate Sponsors	County	Amount Requested	House Initiative	Senate Initiative	Other Funding	Total Funding
600 Frederick Road Facility	Introduced	Hill	Lam	Baltimore	\$200,000	\$200,000			\$200,000
A Wider	Introduced	Solomon	Waldstreicher	Montgomery	\$50,000	\$50,000			\$50,000



Legislative Schedule

- **December 1 Until the First Day of Session**

- Sponsors may begin to request LBIs. All LBIs requested before the first day of session will be available to the sponsor on the first day of session

- **First Day of Session Until Bill Introduction Date**

- LBIs must be requested by the 27th day (Senate) and the 31st day (House) as “guarantee” dates

- **Bill Introduction Date Until the Last Day of Session**

- DLS guarantees the sponsor will have what they need by the 55th day to drop signed LBI Request Forms with the clerks for introduction. After the 55th day, the clerk will accept LBI's, but introduction will require the suspension of the rules



Legislative Schedule (Cont.)

- **Mid-March**

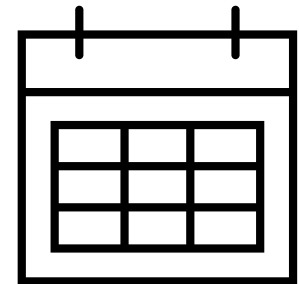
- Senate Budget and Taxation Committee and House Appropriations Committee hold hearings on LBIs

- **March/April**

- Budget committees vote on LBIs
- Both chambers vote on the final package of LBIs as part of the capital budget

- **June 1**

- Effective date for LBIs





Post Authorization Grant Process

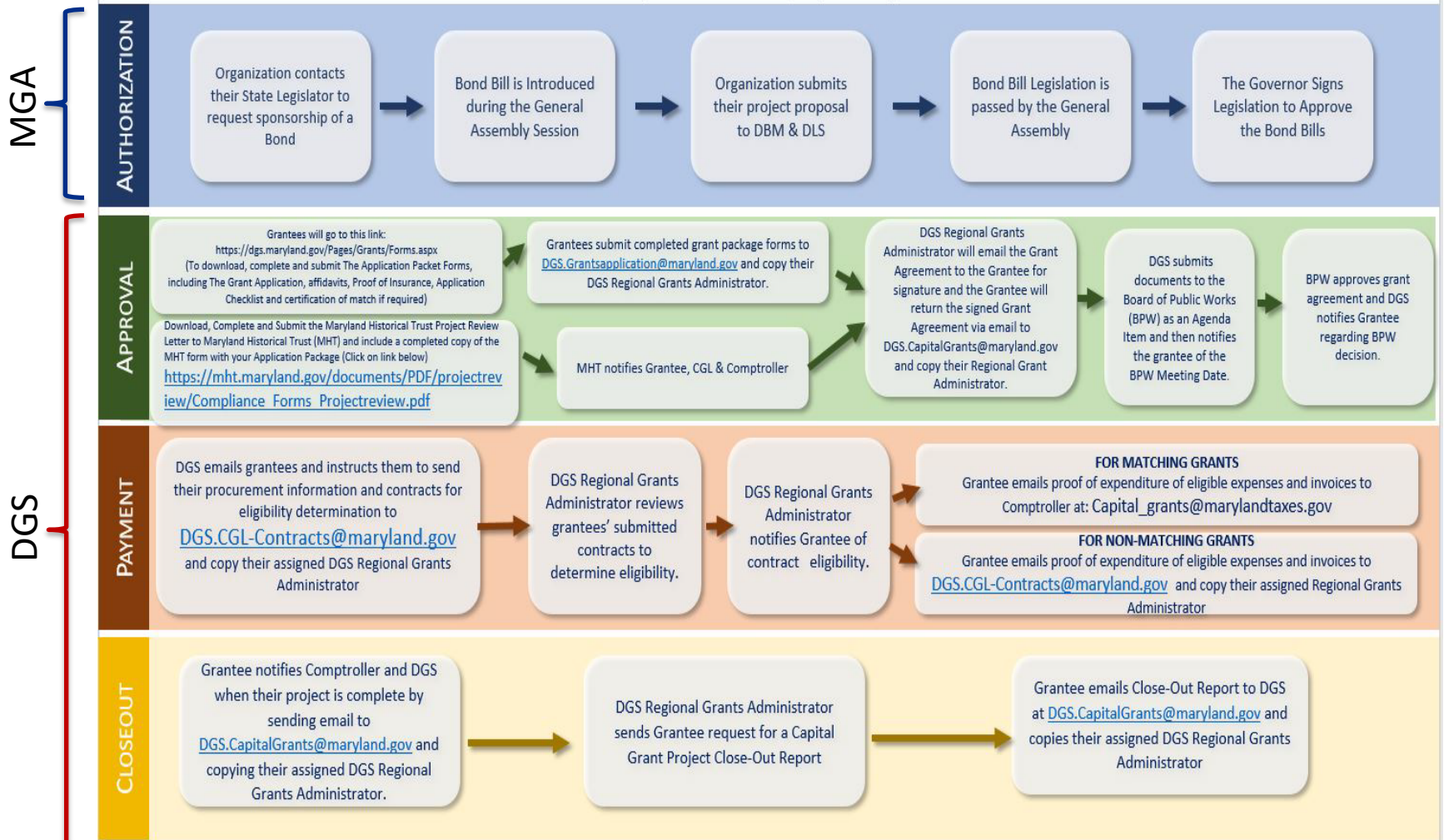
- Following official designation of an LBI as a State capital grant, grantees work with the Department of General Services (DGS) to obtain grant funds
- Grantees must enter into a grant agreement with the State – administered by DGS
- Although the Board of Public Works (BPW) ultimately determines whether a grantee has met all grant requirements, DGS is the point of contact for grantees post legislative authorization

Information regarding the DGS grant process is available from their website at:

<https://dgs.maryland.gov/Pages/Grants/index.aspx>



Flow Chart of Process





Termination Provisions

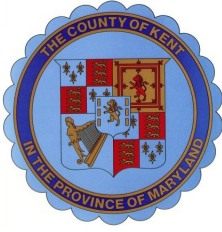
- Authorizations may terminate in whole or in part
 - if the grantee fails to enter into a grant agreement with the State within two years
 - if the grantee fails to certify a matching fund, if required, within two years
 - if funds remain unencumbered and unexpended seven years after authorization unless otherwise specified in an act of the General Assembly
- Termination notification
 - DGS sends notification letters to the grantee contacts and any legislative sponsor each January and again approximately 30 days prior to any BPW actions to terminate



Important Publications and Links

- Guidelines for the Submission of Legislative Bond Initiative Requests to the General Assembly of Maryland:
<http://mgaleg.maryland.gov/pubs-current/current-bond-initiative-submission-guidelines.pdf>
- Legislative Bond Initiative Request Form:
<https://mgaleg.maryland.gov/pubs-current/current-bond-initiative-info-sheet.pdf>
- Submit the completed request form to:
LegislativeBondInitiative@mlis.state.md.us
- Department of General Services Grants Guide:
<https://dgs.maryland.gov/Pages/Grants/index.aspx>
- Maryland Capital Grants Projects Information for State of Maryland Capital Grant Recipients:
https://dgs.maryland.gov/Documents/grants/CGL_Booklet.pdf





Shelley L. Heller, County Administrator
11/7/2023
County Commissioners Meeting

Item Summary:

Millington Senior Village

ATTACHMENTS:

Description

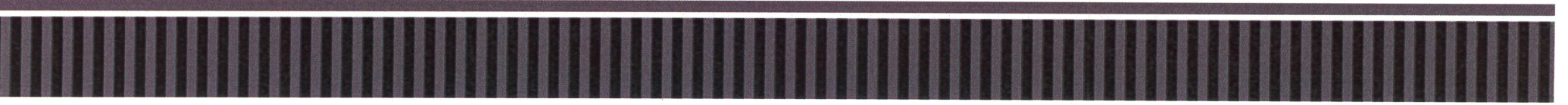
11.01.23 Project Overview, Millington Senior Village Supplemental Information

MSV LBI Submission Packet



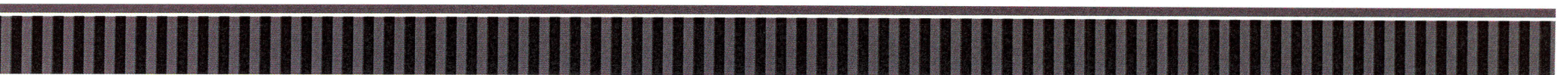
Project Overview

Millington Senior Village | Home Partnership | Frank Hodgetts





Current Status

- Difficult fiscal environment at State level
 - Construction Close in SFY 2025?
 - Behind in support from Maryland Delegation
 - Ahead in HP fronting Pre-Dev funds for Arch/Eng Drawings
 - Unexpected delays or issues.
 - Potential Financing Gap.
 - Timing with Other County Initiatives
- 

Project Goals

- Ultimate goal of project. Accomplish a primary revitalization goal of Town of Millington
 - Relationship to other projects. Millington W/S Upgrade, Millington Crossing, Re-use of MES, Health Services
 - High-level timing goals. Develop momentum for private/public efforts in Kent County, Route 301 Corridor and Town of Millington
-

Description

- Millington Senior Village seeks to revitalize vacant land owned by the Town located at the former Millington Elementary School site. This would leverage local non-cash resources with federal, state and private resources. Fifty-two units of affordable rental senior housing with a small meeting/leasing office will be developed. Monthly rents will range from \$390 - \$1,046 serving very low to moderate income seniors.

Budget

▪ Sources

– Private Equity (Investor)	\$6,520,584
– Rental Housing Production Funds (State)	4,322,850
– Home Partnership	1,734,146
– Tax Exempt Bonds (State)	1,546,470
– Town of Millington	1,206,574
– Local Bond Initiative (Delegation)	1,000,000
– Private Sources	<u>220,000</u>

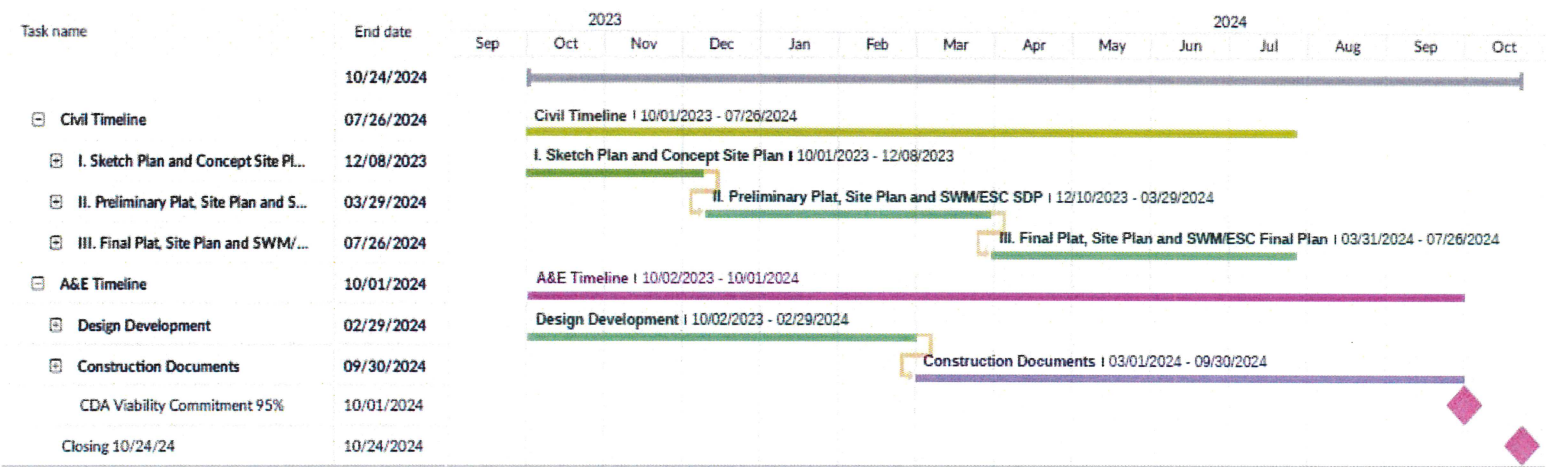
Sub-total \$16,550,624

▪ Uses

– Construction	\$9,878,024
– Fees Related to Construction	2,216,429
– Financing Fees and Charges	1,728,058
– Fees Related to Acquisition	277,534
– Developer Fee	1,854,433
– Syndication, Guarantees, Reserves	<u>596,146</u>

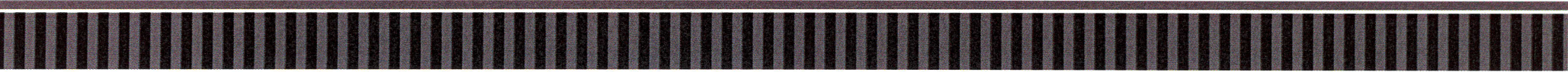
Sub-total \$16,550,624

Pre-Development Schedule





Benefits to Community

- Jobs
 - 88 Direct; 82 Indirect; 170 total (according to State's Job Benefit Calculator)
 - Annual Real Property Taxes
 - State \$1,680
 - Kent Co 15,332
 - Millington 4,500
 - \$16MM infusion of capital into Town creating asset
 - Revenues for Town Capital projects and investments
- 



Follow Up Campaign

- Budget
 - Maryland Department of Housing and Community Development, Secretary Jake Day, 301-429-7572
 - Maryland Delegation
 - Post-mortem
 - Frank Hodgetts, ceo@homepartnershipinc.org/410-303-3389
 - Submit questions
 - Scott Sturgill, SSturgill@pbkc.com/443-282-0111
- 

Questions/Comments





1

Front Elevation — Building Type 3

3.1

1/8" = 1'-0"



Millington Senior Village

Millington, MD 21651

4-Plex Elevation

CDA Application Documents | 10/02/23

3.1

Home Partnership
Millington Pre-Development Budget
Kent County Local Bond Initiative Request
2-Oct-23

USES

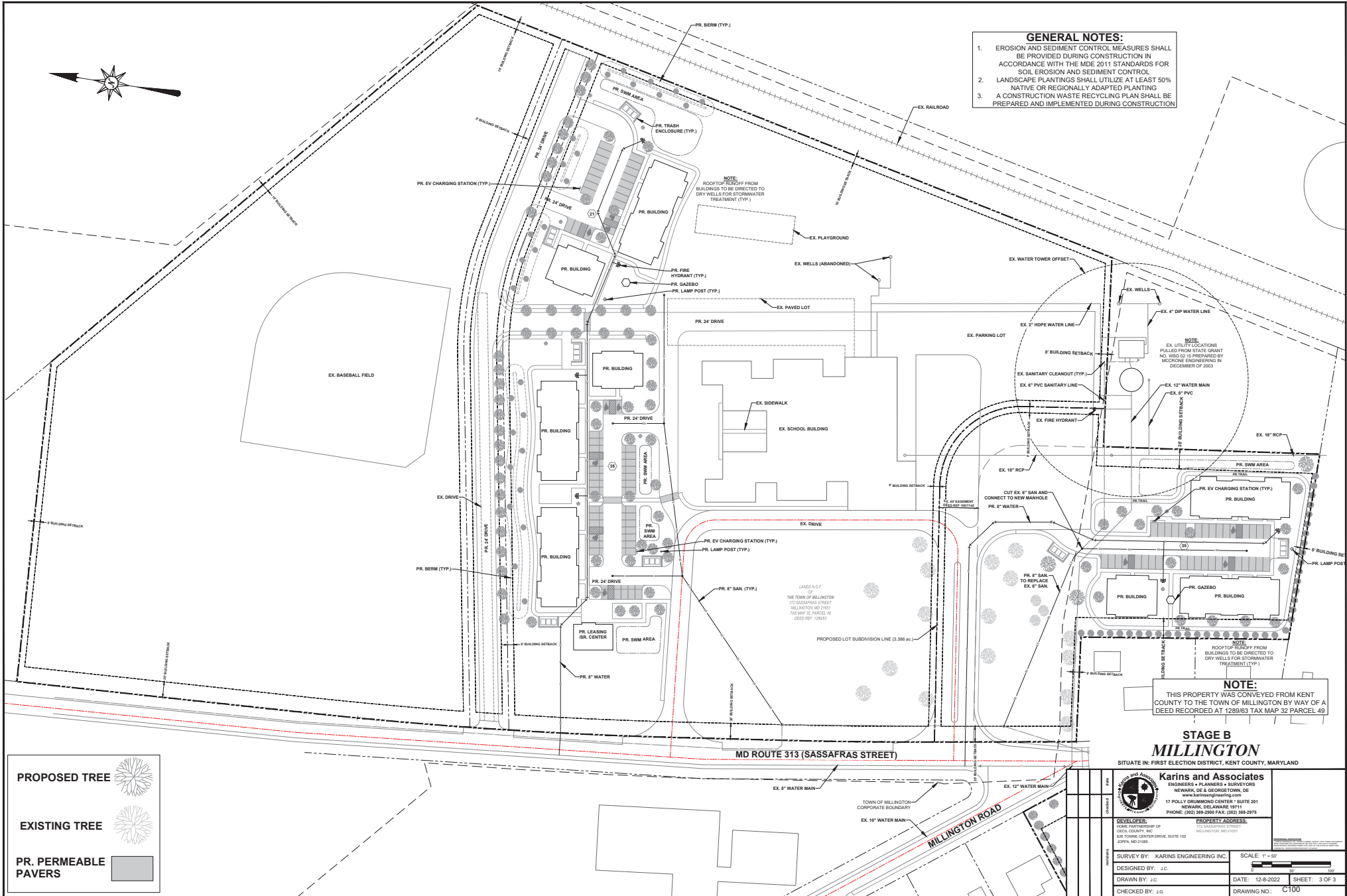
Architecture	\$330,850
Civil Engineer	\$132,150
Survey	\$5,300
GeoTech	\$31,140
Environmental	\$2,650
Legal	\$4,500
Interest	<u>\$17,261</u>
Sub-total	\$523,851

SOURCES

LBI	\$150,000
The People's Bank	\$200,000
Home Partnership	<u>\$173,851</u>
Sub-total	\$523,851



- GENERAL NOTES:**
1. EROSION AND SEDIMENT CONTROL MEASURES SHALL BE PROVIDED DURING CONSTRUCTION IN ACCORDANCE WITH THE MDE 2011 STANDARDS FOR SOIL EROSION AND SEDIMENT CONTROL
 2. LANDSCAPE PLANTINGS SHALL UTILIZE AT LEAST 50% NATIVE OR REGIONALLY ADAPTED PLANTING
 3. A CONSTRUCTION WASTE RECYCLING PLAN SHALL BE PREPARED AND IMPLEMENTED DURING CONSTRUCTION



- PROPOSED TREE
- EXISTING TREE
- PR. PERMEABLE PAVERS

NOTE:
THIS PROPERTY WAS CONVEYED FROM KENT COUNTY TO THE TOWN OF MILLINGTON BY WAY OF A DEED RECORDED AT 1289/63 TAX MAP 32 PARCEL 49

**STAGE B
MILLINGTON**

SITUATE IN: FIRST ELECTION DISTRICT, KENT COUNTY, MARYLAND

Karins and Associates
ENGINEERS • PLANNERS • SURVEYORS
NEWARK, DE & GEORGETOWN, DE
www.karinsandassociates.com
17 POLLY DRUMMOND CENTER - SUITE 201
NEWARK, DELAWARE 19711
PHONE: (302) 999-2905 FAX: (302) 999-2975

PROPERTY ADDRESS:
122 SASSAFRAS STREET
MILLINGTON, MD 21102

DEVELOPER:
POMER PARTNERSHIP OF
DELAWARE, INC.
605 TOWNE CENTER DRIVE, SUITE 102
DOWNS, MD 21035

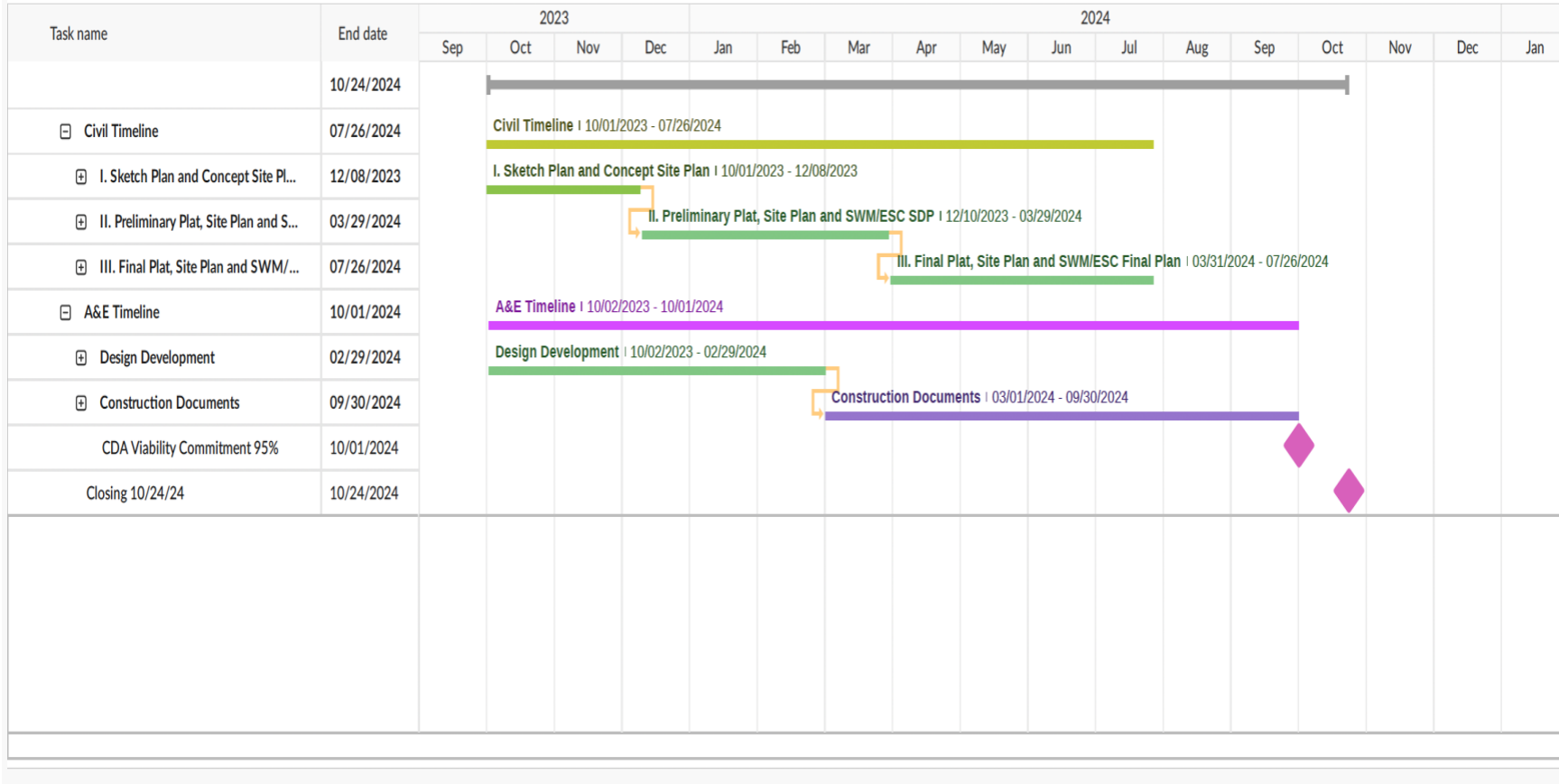
SURVEY BY: KARINS ENGINEERING INC.
DESIGNED BY: J.C.
DRAWN BY: J.C.
CHECKED BY: J.G.

SCALE: 1" = 50'
DATE: 12-8-2022
DRAWING NO.: C100
SHEET: 3 OF 3

Millington Predevelopment Schedule



| 22-15 Millington senior apartments



Property Tax Calculation (Income Approach)			
1. Calculate Tax Rate		3. Adjust Net Operating Income	
MD State	0.112	Net Operating Income	125,628
County Kent	1.022	Plus taxes	24,000
City Millington	0.300	Less Reserves	15,600
Total per \$100	1.434	Adjusted NOI	134,028
2. Calculate Adjusted Cap Rate		4. Calculate Assessment and Taxes	
Base Rate (typ)*	7.500%	Assessed Value (NOI/Cap Rate)	1,500,201
Add Tax Rate	1.434%	Tax Rate	1.434
		Total Property Taxes	21,512.88
Total Cap Rate	8.93400%	Total Property Taxes Per Unit	566.13

Current Assessment	\$721,900.00	MD State RP Tax	\$1,680.23	8%
Assessment per \$100	\$1.43	KC RP Tax	\$15,332.05	71%
Current Real Property Taxes	\$10,352.05	Millington RP Tax	\$4,500.60	21%
		Subtotal	\$21,512.88	100%

Rental Housing Works: RAM FTE Calculator

4-Nov-13

Directions: Insert Data only in Shaded Box Below. All Other Cells are Locked.

Project Name	County	Construction Type	Total Project Cost	Construction	Soft Costs	Land Acquisition	Building Acquisition	Developer Fee	Reserves
Sample Rehabilitation Project	Insert	Rehab	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sample New Construction Project	Insert	New	\$16,711,427	\$10,154,024	\$4,255,687	\$277,534	\$0	\$1,869,052	\$155,130
Sample Adaptive Reuse Project	Insert	Adaptive Reuse	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Sample Gut Rehabilitation Project	Insert	Gut Rehabilitation	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<i>Input budget data from CDA Form 202</i>									

<u>RAM Multipliers</u>	<u>Direct</u>	<u>Indirect</u>	<u>Total</u>
Rehabilitation	9.54	5.05	14.59
New Construction	5.41	5.05	10.46
Adaptive Reuse	9.54	5.05	14.59
Gut Rehabilitation	9.54	5.05	14.59
Real Estate Transactions	5.37	1.49	6.86

FTE Calculation			Direct Jobs	Indirect Jobs	Total Jobs
Sample Rehabilitation Project	Insert	Rehab	0	0	0
Sample New Construction Project	Insert	New	88	82	170
Sample Adaptive Reuse Project	Insert	Adaptive Reuse	0	0	0
Sample Gut Rehabilitation Project	Insert	Gut Rehabilitation	0	0	0

PROJECT NARRATIVE FOR MILLINGTON SENIOR VILLAGE
December 26, 2022 REVISED

Millington Senior Village is a planned cottage-style development located on 2 parcels subdivided from the former Millington Elementary School property located in the Town of Millington. The project will consist of up to fifty-two (52) one-story apartments, a leasing office and community space. The new units will serve an age-restricted population of households where tenants will be sixty-two (62) years of age or older. All units will be fully accessible, and the entire site will be designed and constructed to universal visitability standards. The development team has secured \$100,000.00 Capital Magnet Funds from National Housing Trust that will be used to underwrite the four (4) units that will be rented at thirty (30) percent AMI, thus enabling the project to meet even lower income households than otherwise permitted.

The Project is comprised of two parcels as shown on the attached plat – Stage B Millington, prepared by Karins and Associates. The entire property was deeded into the Town of Millington from Kent County Commissioners in November 2022, annexed into the Town in January 2023. Where initially, in the first two submissions to Maryland CDA in December 2019 and December 2022, the project consisted of two parcels bisected by MD Route 313 (Sassafras Street). Now, based on initial comments from CDA, the developer has switched the project so that all development will occur on the east side of Sassafras Street as depicted in the Karins Stage B plat. All zoning is in place to develop the project as it is currently depicted. The former elementary school building is to be retained in ownership by the Town and used as a regional community center with plans to provide space for a food pantry operation, children's day care and health services.

The project will construct all 52 units at the same time along with the leasing center and senior community space – separate and distinct from the regional community center. The leasing space and senior community center will serve the senior residences of the Millington Senior Village community. The site is flat, level with relatively new infrastructure stubbed in Sassafras Street. The Developer has assembled a team that has worked together previously and has significant experience successfully completing CDA funded projects.

Along with the contribution of the land to the Millington Senior Village, the Town has agreed to waive New Construction application, Subdivision, Water/Sewer Hook up and other review fees adding up to a significant contribution to the project valued at \$1,306,684.00 – a considerable testament to the worth the Town of Millington is placing on this project. The property will be leased to the Project for \$1.00 per year for seventy-five (75) years in compliance with LIHTC requirements.

The primary market for Millington Senior Village is roughly the entire Kent County area. Its secondary Market includes all of Cecil County to the north and a portion of Queen Anne's County to the south. From a property management perspective, the site is 14.4 miles from Home Partnership's Cecilton property (20 units senior rental apartments) and importantly within 23 miles of approximately 124 units managed by the Property Manager - Fairville Property Management. This will allow for greater efficiency in the maintenance and management of the Cecilton property as well as enable an established and approved LIHTC PM to assist in achieving the goals of the MSV resident services plan. The Stage A and B sites are within a half mile of Dollar General, pharmacy, and other small retailers. Additionally, the site is within 1.5 miles of Maryland Route 301, a major north/south transportation route to nearby

shopping, health services, recreational and employment on the Maryland Eastern Shore. The site is close to full grocery shopping as well as a local Food Lion is located near the Route 301 interchange providing nutritious, locally sources fruits and vegetables and healthy eating options. Food Lion, through its “Food Lion To Go” program, also allows for food delivery, or pick up. Households can create accounts online and pay as little as \$1.99 for the delivery service allowing for greater healthy options for homebound or individuals without transportation. This fee will be covered out of the Resident Services Budget and is included in the Transportation line item.

The properties are close to the Millington pool facility, a summer outdoor pool operated by Kent County Department of Parks and Recreation. KCPR has nine park facilities around Kent county. Activities available range from picnicking to bird watching, hiking, swimming, fishing, sports recreation, and numerous other activities. In addition to public use, the facilities can be rented for private functions. MSV Resident Services will work to incorporate outdoor recreational opportunities that will be available to all residents of our community. The Millington Pool is open Tuesday through Sunday, 12 pm-6 pm, (from Memorial Day weekend until late August), and features a bathhouse with *restroom facilities, tennis and pickleball courts, and a picnic grove. Kent County residents are admitted free of charge and will be issued a Facility Access Pass per the Pilot Program requirements.

One other important point to be made for Millington Senior Village with regards to project selection criteria is that it satisfies the community concept. Specifically, Home Partnership as the lead on the project is a nonprofit organization that is certified by Maryland State as a Community Housing Development Organization or CHDO. As such, it is organized to represent the communities it serves and ensure viewpoints from the community are included in project design, development, and operation. Working with other groups such as Kent County Health Department, Town of Millington Administration, Upper Shore Agency on Aging, Maryland Extension, Delmarva Community Transit and others, a superior Resident Service Plan has been developed and will significantly improve the quality of life for residents of MSV. Already, the Project has the added benefit of the Town’s \$836,355 donation of land and waiver of public entitlement fees, thus enabling the developer to apply for state funding from Maryland CDA as detailed in the accompanying budget.

The Project, when completed will have thirty-eight (38) one bed/one bath units (~ 621 gross square feet), and fourteen (14) two bedroom/one bath units (~ 817 gross square feet). All units will be Energy Star certified and will contain their own washer and dryer appliances. The project will be built to all current code standards but has also been designed to meet the general design and architecture standards of the surrounding community. The property will provide a mix of units at 30% AMI, 40% 50%, and 60% AMI. As mentioned earlier, Capital Magnet funds provided through National Housing Trust will be placed into a reserve and used to underwrite the four (4) 30 AMI units to 50% AMI rent levels. The NHT CMF funds are at a 3% annual interest rate and a 10-year term.

The development team consist of the following members:

Owner/Developer:	Home Partnership of Cecil County, Inc.
Contractor:	Willow Construction LLC
Architect:	Present Company LLC
Civil Engineer:	Karins and Associates
Management	

Company: Fairville Property Management

The initial construction loan closing is scheduled for some time after July 2024.



Shelley L. Heller, County Administrator
11/7/2023
County Commissioners Meeting

Item Summary:

Chestertown Heritage Trail

ATTACHMENTS:

Description

2 Final 2023-10-10 Binder KCC Leg-Bond-Initiative Proposal, Town of Chestertown



Town of Chestertown

118 N. Cross Street, Chestertown, MD 21620
tel: 410-778-0500 fax: 410-778-4378
email: office@chestertown.com
url: www.townofchestertown.com

Mayor
David Foster
Council
Tim O'Brien
Thomas A. Herz, Jr.
Jose Medrano
Meghan E. Efland
Town Manager
Lawrence DiRe

To: The Honorable County Commissioners of Kent County, Maryland
Cc: The Honorable J. David Foster, Mayor
The Chestertown Town Council
Ms. S. Heller, County Administrator
Ms. S. Blackiston, Clerk for the County Commissioners of Kent County Maryland
Mr. L. DiRe, Chestertown Town Manager
Mr. V. Sensenig, Chief of Staff & Vice President for Policy and Planning
From: Thomas A. Herz, Jr., Councilmember
Date: October 11, 2023
Subject: Chestertown Heritage Trail Legislative Bond Initiative Proposal
Delivery: Electronic

Dear Commissioners:

I am writing to introduce our proposal for a Chestertown Heritage Trail legislative bond initiative. This initiative seeks to combine the rich cultural and natural heritage of our region with opportunities for public access to the Chester River, education, and regional economic development. We are requesting \$350,000 in funding to initiate this transformative project.

Enclosed, please find our executive summary detailing the project's vision, phases, cultural significance, and potential additional funding sources. We believe this project aligns with the goals of Kent County and will serve as a lasting asset for our community.

We kindly request your consideration of our proposal and its inclusion in the Kent County Commissioners' 2024 State Legislative agenda.

Warm regards,

/s/

Thomas A. Herz, Jr., Councilmember
Chestertown, Maryland

Enclosures:

1. Executive Summary: Chestertown Heritage Trail Legislative Bond Initiative Proposal
2. 2023 Letter of Support to Senator Cardin, County Commissioners of Kent County
3. Overall Master Plan
4. Overall Site Plan – Drone View 1
5. Overall Site Plan – Drone View 2
6. Overall Site Plan – Drone View 3
7. Overall Site Plan – Drone View 4

Executive Summary

Chestertown Heritage Trail Legislative Bond Initiative Proposal

Request: \$350,000 to initiate Chestertown Heritage Trail Phase 1

Introduction: Preserving History, Enhancing Access, and Celebrating Nature

We present the Chestertown Heritage Trail (CHT), a transformative project aimed at improving public access to the picturesque wetlands along the Chester River, fostering cultural and historical education, and invigorating the regional economy. Over two decades in the making, this project is firmly rooted in the Chestertown Comprehensive Plan, the Public Arts Master Plan, and has garnered endorsements from the Chestertown Town Council, and previous panels of Kent County Commissioners.

Project Phasing

Phase 1: Engineering Design and Initial Trail Development

The first phase of the CHT involves detailed engineering design and construction of the initial trail section. This segment, approximately 1,000 feet in length, will feature an at grade bike and walking trail with scenic river views and an observation platform at a strategic location for optimal river and wildlife viewing. The goal is to create an environmentally conscious and aesthetically pleasing trail that will provide public access to the Chester River's picturesque wetlands. During this phase, the project team will focus on developing comprehensive engineering and construction drawings, ensuring that the trail meets all safety and accessibility standards. The requested Maryland state funds will be allocated primarily for the engineering and construction drawings of the project, serving as the foundation for later construction in Phase one and for future phases.

Phase 2: Expanding Access and Connectivity

The second phase of the Chestertown Heritage Trail project aims to expand public access along the Chester River's picturesque wetlands, enhancing the recreational and educational opportunities in the area. This phase includes the construction of additional trail sections that will traverse the area beyond the Chestertown Armory site, leading up to Radcliffe Creek, and ultimately connecting this segment with the broader Chestertown Rail to Trail network, creating a comprehensive and interconnected trail system. Throughout Phase 2, opportunities for public art installations, scenic viewpoints, and educational elements will continue to be integrated into the entire trail's design, enriching the cultural and heritage experience for all trail users. An important feature in this phase is the design and development of an internet-enabled mobile communication system that describes the historic, cultural, environmental, and economic impacts of the Chester River.

Cultural and Heritage and Educational Significance

The Chester River boasts a storied history shaped by Native American communities, European settlers, free and enslaved Africans, and the rural character of its agricultural landscape. Indigenous tribes like the Ozinies and Tockwogh relied on the river for sustenance and transportation. In colonial times and through the 19th century, the river played a pivotal role in the region's agricultural economy, with enslaved individuals forced to work on plantations along its shores, cultivating cash crops like tobacco and wheat.

Today, the Chester River remains an integral part of the community, supporting recreational, educational, and economic activities like boating, commercial fishing, and crabbing. The CHT will be partially co-located with the

site of Washington College's Semans-Griswold Environmental Hall (SGEH), which provides academic and lab spaces for the College's growing environmental programs. It is a regional hub for hands-on research on the Chester River, and a magnet for thought leadership centered on the environment and the challenges facing the region, the country, and the world.

The CHT will leverage this beautiful physical site and amazing institutional resource for the benefit of all citizens, visitors, and students.

Funding: Initial Request and Potential Other Funding Partners

Our funding request will serve as the foundation for the entire trail project. The \$350,000 grant will primarily be allocated to the development of detailed engineering and construction drawings, including design work for the trail sections necessary to cross wetland areas near the Washington College pavilion, the area south of the Chestertown Armory site, and the observation platform. Additionally, funds will be allocated for public relations and fundraising materials to garner community support. This investment will also support the creation of materials needed for the Maryland Department of Environment (MDE) application and permitting process. By securing this initial funding, we aim to leverage additional public and private investments to fully realize the Chestertown Heritage Trail's vision and construct a valuable community asset.

Potential Additional Funding Sources:

- Community Parks and Playgrounds grants
- Federal Land and Water Conservation Fund
- Program Open Space
- Rural Legacy Program

Conclusion

The Chestertown Heritage Trail is a transformative project that combines the rich cultural and natural heritage of the Chester River with opportunities for public access, education, and economic development. We seek your support to make this vision a reality and create a lasting legacy for our community.



The County Commissioners of Kent County

Ronald H. Fithian, President | Albert H. Nickerson, Member | John F. Price, Member
Shelley L. Heller, County Administrator | Thomas N. Yeager, County Attorney

March 2, 2023

Senator Ben Cardin
509 Hart Senate Office Building
Washington, DC 20510

RE: Chestertown Heritage Trail

Dear Senator Cardin:

On behalf of the County Commissioners of Kent County, Maryland, this letter serves as support for the Town of Chestertown's request for a \$750,000 earmark for the Chestertown Heritage Trail, a half-mile publicly accessible waterfront pedestrian and cycling trail. The County thoroughly appreciates the importance of public waterfront access in our County seat, and more importantly, the importance of the project to the County's economic development. The three primary partners on the project – the Town of Chestertown, Washington College and the Eastern Shore Land Conservancy – have all been integral to enriching the lives of Kent Countians through their efforts to preserve and enhance Kent County's rich historic legacy.

The County Commissioners of Kent County are pleased to support the Town of Chestertown's application and ask for your positive consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read "Shelley L. Heller", is written over a horizontal line.

Shelley L. Heller
County Administrator

Cc: The County Commissioners of Kent County
Kees de Mooy, Zoning Administrator, Town of Chestertown





SOUTH FORK STUDIO
 LANDSCAPE ARCHITECTS
 1000 E. 10TH AVE. SUITE 200
 CHESTER, MD 21501
 410.326.1000
 www.southforkstudio.com



Chestertown
 DEVELOPMENT

EASTERN SHORES LAND CONSERVANCY

REVISIONS
15-15-21 BOND REFUTATIVE

DESIGNED FOR:
☒ Client Review ☐ Revision
☐ Bid ☐ Approval
☐ Permit ☐ Construction
☐ Construction

Chestertown Heritage Trail
 Chestertown, MD

This document and its contents are the property of South Fork Studio, LLC. It is to be used only for the project and site for which it was prepared. It is not to be reproduced, copied, or distributed without the written consent of South Fork Studio, LLC.

Overall Site Plan

Drone View 1

Scale: NTS

Drawn by: CMH

L1.0a

1st Issue Date: 10/11/21



SOUTH FORK STUDIO
LANDSCAPE ARCHITECTS
101 FREDERICK ST. SUITE 200
CHESTERTOWN, MD 20759
410.326.1000
www.southforkstudio.com

CHESTERTOWN
EST. 1739

EASTERN SHORE LAND COMPANY
EST. 1990

REVISIONS	
NO.	DESCRIPTION

PREPARED FOR:

☐ Client ☐ Revision

☐ City ☐ Approval

☐ Permit ☐ Construction

☐ Construction

Chestertown Heritage Trail
Chestertown, MD

This drawing and its contents are the property of South Fork Studio, LLC. No part of this drawing may be reproduced or transmitted in any form or by any means electronic or mechanical, including photocopying, recording, or by any information storage or retrieval system, without prior written permission from South Fork Studio, LLC.

Copyright © 2019 South Fork Studio, LLC
All Rights Reserved

Overall Site Plan
Drone View 2

Scale: NTS
Drawn by: CMH

L1.0b

1st Issue Date: 10-15-21



PHASE 1A
 PHASE 1B
 PHASE 2
 PHASE 3
 PRIVATE SPUR

SOUTH FORK STUDIO
 LANDSCAPE ARCHITECTURE
 1000 E. 1ST STREET
 CHESTERTOWN, MD 21613
 410-775-1000 FAX 410-775-1001
 WWW.SOUTHFORKSTUDIO.COM



EASTERN SHORE
 LAND CONSERVANCY

REVISIONS	DATE	BY	DESCRIPTION

REVIEW FOR:
☐ Design Review ☐ Decision
☐ Bid ☐ Approval
☐ Permit ☐ Construction
☐ Construction

Chestertown Heritage Trail
 Chestertown, MD

This plan is a preliminary design and is not to be used for construction. It is subject to change without notice. The client is responsible for obtaining all necessary permits and approvals. The designer is not responsible for any errors or omissions.

Overall Site Plan
 Overall View 4

Scale: NTS
 Drawn by: CMH

L1.0d

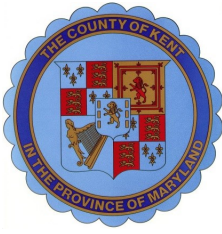
1st Issue Date: 10-15-03



Shelley Heller, County Administrator
11/7/2023
County Commissioners Meeting

Item Summary:

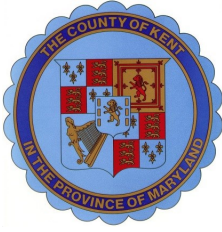
Departmental Updates and Question And Answer Session Kickoff



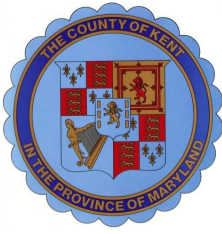
Pete Landon, Director, Office of Emergency Services
11/7/2023
County Commissioners Meeting

ATTACHMENTS:

Description



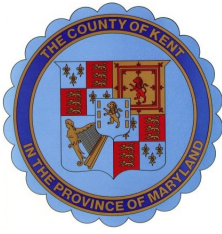
Patricia Merritt, Chief Finance Officer, Office of Finance
11/7/2023
County Commissioners Meeting



Bonnie S. Pearsall, Inspector, Kent Alcohol and Tobacco Enforcement
11/7/2023
County Commissioners Meeting

ATTACHMENTS:

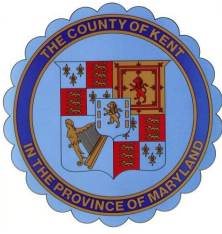
Description



**Rosemary Ramsey Granillo, Director, Kent County Local Management
Board
11/7/2023
County Commissioners Meeting**

ATTACHMENTS:

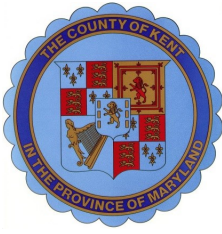
Description



Jillyn Coleman, Director, Parks and Recreation
11/7/2023
County Commissioners Meeting

ATTACHMENTS:

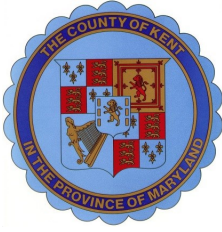
Description



Scott Boone, Director, Information Technology
11/7/2023
County Commissioners Meeting

ATTACHMENTS:

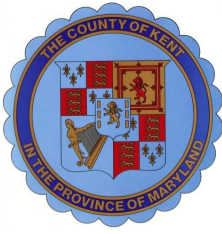
Description



Bill Mackey, Director, Planning, Housing, and Zoning
11/7/2023
County Commissioners Meeting

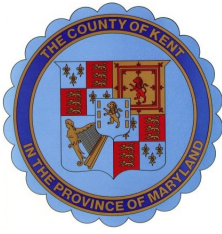
ATTACHMENTS:

Description



Mike Moulds, Director, Public Works
11/7/2023
County Commissioners Meeting

ATTACHMENTS:
Description



Jamie Williams, Director, Economic and Tourism Development
11/7/2023
County Commissioners Meeting

ATTACHMENTS:

Description