

MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

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COMMISSIONERS

Essex County

Mr. R. Gary Allen
Hon. Margaret H. Davis
Mr. A. Reese Peck
Hon. Edwin E. Smith, Jr.
(Vice Chairman)

Town of Tappahannock

Hon. Roy M. Gladding

Gloucester County

Hon. Ashley C. Chriscoe
Dr. Maurice P. Lynch
Hon. John Northstein

King and Queen County

Hon. Sherrin C. Alsop
(Chair)
Hon. James M. Milby, Jr.
Mr. Thomas J. Swartzwelder

King William County

Hon. Travis J. Moskalski
Mr. Eugene J. Rivara
Hon. Otto O. Williams
(Treasurer)

Town of West Point

Mr. John B. Edwards, Jr.
Hon. James H. Hudson, III

Mathews County

Hon. O. J. Cole, Jr.
Mr. Thornton Hill
Hon. Charles E. Ingram
Ms. Melinda Moran

Middlesex County

Hon. Elizabeth Hurd
Hon. Wayne H. Jessie, Sr.
Mr. Matthew Walker
(Vacant)

Town of Urbanna

Hon. Donald Richwine

Secretary/Director

Mr. Lewis L. Lawrence

MEMORANDUM

TO: MPPDC Board of Commissioners

FROM: Lewis Lawrence, Executive Director 

DATE: December 12, 2013

RE: December Commission Meeting

The Middle Peninsula Planning District Commission will host its monthly meeting on Wednesday, December 18, 2013, at 7:00 p.m. in the Regional Board Room at the Middle Peninsula Planning District Commission office in Saluda.

Enclosed are the agenda and supporting materials for your review prior to the meeting.

If you have any questions concerning your agenda packet, please give me a call at 804-758-2311 or email me at LLawrence@mppdc.com.

I look forward to seeing you on December 18th!

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***Middle Peninsula Planning District Commission
Meeting***

7:00 P.M.

Wednesday, December 18, 2013

125 Bowden Street

Saluda VA 23149

- I. Welcome and Introductions
- II. Approval of November Minutes
- III. Approval of November Financial Reports
- IV. Executive Director's Report on Staff Activities for the Month of December
- V. Public Comment

AGENDA ITEMS FOR DISCUSSION

- VI. Presentation on Changing Demographic Trends in the Middle Peninsula
- VII. Action to Accept MPPDC Reports:
 - Roadside and Outfall Drainage Ditches
 - Incentivizing Living Shorelines Study
 - Floating Buildings Study
- VIII. Stormwater Management Program Update
- IX. FY15 Local Budget Requests
- X. General Assembly Lobby
- XI. Other Business: Open discussion on issues related to Hydraulic Fracturing
- XII. Adjournment

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MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

November 20, 2013

Saluda, Virginia

The monthly meeting of the Middle Peninsula Planning District Commission was held in the Regional Board Room at the Middle Peninsula Planning District Commission office in Saluda, Virginia on Wednesday, November 20, 2013, at 7:00 p.m. MPPDC Vice Chairman Edwin Smith, Jr. (Essex County) welcomed everyone in attendance.

Commissioners in attendance were:

(Essex County) Gary Allen, Margaret Davis, and A. Reese Peck.; (Gloucester County) Ashley Chriscoe and Dr. Maurice Lynch; (King and Queen County) Thomas Swartzwelder; (King William County) Travis Moskalski, Eugene Rivara, and Otto Williams; (Mathews County) Tim Hill, Charles Ingram, and Melinda Moran; and (Middlesex County) Elizabeth Hurd, Wayne Jessie, and Matthew Walker.

Guests in attendance were David Valadez, RCC Workforce Coordinator, and citizens from the region. Middle Peninsula Planning District Commission staff in attendance were Executive Director Lewis Lawrence, Finance Director Beth Johnson, Secretary Rose Lewis, Regional Projects Planner Jackie Rickards, and Regional Economic Planner Harrison Bresee III.

Approval of October Minutes

Vice Chairman Smith asked whether there were any corrections or changes to the October Minutes. There were no corrections or changes to the October Minutes. Vice Chairman Smith requested a motion to approve the October Minutes as distributed. Eugene Rivara moved that the October Minutes be approved. Tim Hill seconded the motion; motion carried.

Approval of October Financial Report

Vice Chairman Smith asked whether there were any questions regarding the October financial report before being approved subject to audit. There were no questions. Vice Chairman Smith requested a motion to approve the October Financial Report subject to audit. Travis Moskalski moved to approve the October Financial Report subject to audit. Otto Williams seconded the motion; motion carried.

Executive Director's Report on Staff Activities for the Month of November

Vice Chairman Smith requested Lewis Lawrence, Middle Peninsula Planning District Commission Executive Director, to review the Executive Director's Report on Staff Activities for the month of November. The Executive Director's Report on Staff Activities is developed at a monthly staff meeting, organized by PDC Service Centers, and the activities are used to report grant funding activities. Mr.

Lawrence reviewed the Executive Director's Reports for the month of November as follows:

- Provided DEQ Water Supply Planning staff with an update on progress made related to the requirements for compliance

A. REQUIREMENTS FOR COMPLIANCE

1. Clarify whether written comments were received during the adoption processes. If applicable, provide a copy of all written comments received and the locality's response to. (Checklist Part I D.3, page 4).
Answer: No written comments were found.
2. Provide an update on how Mathews County will implement and enforce the drought response and contingency plan, and, if applicable, provide DEQ with a copy of any adopted ordinances (Checklist Part I E. & Part II F.3).
Answer: Mathews County has scheduled a public hearing to consider adopting the drought response and contingency plan.
3. Provide an attested copy of the Town of Tappahannock's Water emergencies and conservation ordinance (Town Code: Chapter 58 Article IV, Section 58-124) found in Appendix U. DEQ was unable to confirm the adoption date. (Checklist Part I E, Page 4).
Answer: Town Staff is researching the records.
4. Provide the estimated water demand for each existing or proposed community water system on both an annual average and peak monthly basis. (Checklist Part II D.5.c, page 14).
Answer: EEE Consulting is drafting a letter of response characterizing data obtained to date and the problems with the data.

- A meeting of the Middle Peninsula Broadband Authority (MPBA) was held on November 8, 2013 in the MPPDC Boardroom. The member counties of Essex (A. Reese Peck), Gloucester (Brenda Garton), King William (Trenton Funkhouser), and Mathews (Melinda Moran) were present, as well as, Tom Swartzwelder from King and Queen County, Matt Walker from Middlesex County, Richard Conch from the Mathews IDA, Sandie Terry of CIT (on a conference line), and Harrison Bresee and Marquitrice Wright from the MPPDC. An introduction to the EDA Broadband Grant was presented to the MPBA Board. Requested that the Counties identify citizens to participate in the upcoming Broadband workshops. The first workshop will be in January 2014 (time and date TBD). Ms. Terry of CIT will be the speaker at the first

workshop where the discussion will focus on rural broadband models: what works, what doesn't, how, and why.

Public Comments

Vice Chairman Smith opened the meeting for public comments.

There were no public comments.

Presentation of Middle Peninsula Ditching Report and Outcome of Special Meeting with Delegate Keith Hodges and Quintin Elliott, Fredericksburg District Administrator, VDOT

Mr. Lewis Lawrence, MPPDC Executive Director, said Delegate Keith Hodges and VDOT District Administrator Quintin Elliott attended the Local Government County Administrators and Town Managers meeting in November. Mr. Lawrence said three recommendations resulted from the meeting: (1) legislation to amend the VDOT Revenue Sharing Program, (2) localities to connect with Virginia Department of Emergency Management (VDEM) to discuss safety issues that are associated with flooded roads and how VDEM and FEMA may be able to assist, and (3) explore legislation that would remove or limit the liability in which a citizen voluntarily cleans out a ditch to improve the flow of water.

Mr. Lawrence said that the U.S. Department of the Interior has \$100M available to assist communities that were impacted by Hurricane Sandy. A 25% match of the awarded amount has to come from the locality. VDOT has agreed to match the full amount awarded. Mathews County Administrator Melinda Moran said the application is due in January 2014. Localities can apply individually for funding. Mr. Lawrence said MPPDC Regional Projects Planner Jackie Rickards attended a "How to Apply" workshop in Maryland to assist localities on how to apply.

Vice Chairman Smith said that after each Board member reads the report from John Morris of Beale, Davidson, Etherington and Morris, it should be discussed at the December meeting.

The full report can be viewed at <http://www.mppdc.com/index.php/reports/2013>.

Presentation on Incentivizing Living Shorelines Study

Mrs. Beth Johnson, MPPDC Finance Director, said legislation was approved in 2011 directing the Virginia Marine Resources Commission, in cooperation with DCR and VIMS, to establish and implement a general permit regulation to encourage the use of living shorelines as the preferred alternative for stabilizing tidal shorelines in the Commonwealth. In 2013, local governments must include new living shoreline policy and guidance prepared by VIMS regarding the appropriate selection of living shoreline management practices in their comprehensive plans.

Living shoreline benefits: Reduces bank erosion and property losses, provides attractive natural appearance, creates recreational use areas, improves marine habitat and spawning areas, allows affordable construction costs, and improves water quality and clarity.

In October 2012, funding was awarded to the MPPDC by the Coastal Zone Management Program to do a feasibility study to offer a potential design for a publicly sponsored water quality improvement living shoreline revolving loan construction program. The National Sea Grant Law Center (NSGLC) and VIMS Center for Coastal Resources Management (CCRM) assisted MPPDC staff with the study.

Mrs. Johnson said the National Sea Grant Law Center report reviewed: (1) 4 federally funded revolving loan funds: Clean Water State RLFs, Drinking Water RLFs, Brownfields RLFs, and Energy Efficiency and Conservation RLFs; (2) 7 state funded programs-4 Virginia programs: Virginia Airports RLF; Virginia Dam Safety, Flood Prevention and Protection Fund; Virginia Fish Passage Grant and RLF; and Preservation Virginia RLF; and (3) 2 non-governmental programs. The NSGLC conclusions were: (1) Best Models for Living Shorelines RLF were -Maryland's Shore Erosion Control Construction Loan Program, Virginia's Agricultural BMP Loan Program, and Virginia Water Facilities Revolving Fund; and (2) a Living Shorelines RLF would provide loans to qualified and interested borrowers and it raise the visibility of living shorelines as an option for shoreline stabilization.

CCRM identified applicants from their 2009-2011 database where a living shoreline approach would have been appropriate. 430 questionnaires were sent out - 316 to those with conventional installations and 114 to those who installed living shorelines, 36% were returned from both groups; (2) 38% of those who did not install a living shoreline were unaware of living shorelines; both groups were asked if their decision would have been influenced by the availability of a below market loan.

Mrs. Johnson said the conclusions from the report were (1) a Living Shorelines RLF could lead to increased installation of living shorelines –better terms to homeowners, lower overall cost, and increased familiarity and (2) MPPDC has a history of successfully administering RLFs—15 years, 127 clients, \$959,000 in loans, and \$361,000 in grants.

Mrs. Johnson said the next steps are: (a) Commission direct staff to continue process, (b) find funding, (c) RLF Program Design, (d) Commission action as required to secure funding, and (e) marketing/promotion.

Discussion was held regarding funding for marketing programs, living shorelines and hardened shorelines, and involvement of local wetlands boards.

Vice Chairman Smith asked if there is a consensus of the Board for the MPPDC staff to continue exploring the approach. It was the consensus of the Board for MPPDC staff to continue exploring the feasibility of establishing a living shorelines assistance program.

The full report can be viewed at <http://www.mppdc.com/index.php/reports/2013>.

Presentation on Floating Buildings Study

Ms. Jackie Rickards, MPPDC Regional Projects Planner, gave a presentation on the policy and permitting complexities of floating structures. The floating structures research project was funded by the Virginia Coastal Zone Management Program (DEQ) through a grant from the U.S. Dept. of Commerce-National Oceanic and Atmospheric Administration (NOAA). In a previous project, MPPDC staff focused on floating homes used for residential use rather than commercial purposes.

In July 2012, Anderson's Neck, LLC submitted a Joint Permit Application (JPA) to the Virginia Marine Resources Commission to establish an aquaculture business in Morris Bay (King and Queen County). The applicant proposed to establish an oyster nursery to grow native *Crassostrea virginica* oysters from seed on approximately 64.5 acres of leased oyster grounds in Morris Bay on the Poropotank Creek. The applicant proposed a maximum of 6,900 floating oyster cages, two floating structures with solar powered upwellers and upweller platforms. Also proposed were approximately 500 off bottom cages attached to 50 long lines within acres of leased oyster ground on the York River.

An initial meeting to discuss the scale of the operation and potential impacts was hosted by the Virginia Marine Resources Commission. Agencies involved in the discussion included DEQ, U.S. Army Corps of Engineers, King and Queen County Wetlands Board, U.S. Coast Guard, Virginia Department of Health, VIMS, King and Queen County Planning and Zoning, MPPDC staff, and local law enforcement. As a result of the meeting the Anderson's Neck operation was downsized.

Ms. Rickards said staff explored the policy and permitting issues that were proposed with the Anderson's Neck Oysterplexes and how processes may be improved for future innovative applicants. The three aspects focused upon were:

- (1) Lessons Learned
 - a. Permit issues and breakdowns
 - b. How to improve future processes?
- (2) Floating Structures Committee
 - a. Agency Roles and Responsibilities
- (3) the Joint Permit Application process
 - a. Are there opportunities to involve the planning/zoning administrator earlier in the process?

Upon creation of a Floating Structures Committee that consisted of representatives from VMRC, Virginia Department of Health, Virginia Department of Housing and Community Development, and King & Queen County, information was gathered that assisted developing lessons learned in this project. Additionally, through extensive discussions with the Committee it became clear that each State entity has a very specific lens in which they consider a proposed project that is based on the agency's authority and mission. Nevertheless there were two questions consistently asked amongst these entities: (1) what is the location of the floating structure, and (2) what are the intended uses of the structure?

Another outcome of this project was a memorandum from the Virginia Department of Housing and Community Development, that stated the agencies position on floating structures: *"This specific floating work station is deemed to be a farm building/structure, this not regulated by the Virginia Uniform Statewide Building Code or Industrialized Building Safety Regulations nor is it required to obtain building permit....**Local zoning ordinances** need to be met as well as state regulations dealing with health regulations; VOSH regulations; DEQ regulations; the Marine Resource commissions permitting processes and the Virginia Employment commission."*

Finally, Ms. Rickards explained that there is an opportunity for local planning and zoning to get involved in the Joint Permit Application process when the application is sent to Local Wetland Boards. This will allow planning and zoning staff to address land use issues earlier in the process.

The full report can be viewed at <http://www.mppdc.com/index.php/reports/2013>.

Presentation of FY13 Annual Audit

Mrs. Beth Johnson, MPPDC Finance Director, gave a presentation on the Middle Peninsula Planning District Commission Audited Financial Statements Year Ended June 30, 2013 Report prepared by Dunham, Aukamp & Rhodes, PLC, Certified Public Accountants, Chantilly, Virginia. Copies were mailed to each Board member before the meeting.

Mrs. Johnson reviewed the Independent Auditors' Report. The Report states, "In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented components units, each major fund, and the aggregate remaining fund information of the Middle Peninsula Planning District Commission as of June 30, 2013 and the respective changes in financial position, and where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America."

Mrs. Johnson reviewed the MPPDC Management's Discussion and Analysis which provides a synopsis of the required financial statements and a comparison between the current and previous fiscal year and describes the required financial statements. The Statement of Net Assets focuses on resources available for future operations. The Statement of Revenues, Expenses, and Changes in Net Assets details the Commission's revenues and expenses by functional type, and the net operating result of the current year. The Statement of Cash Flows shows the cash flows from the Commission's operating, capital and related financing, and investing activities.

Mrs. Johnson reviewed the Financial Analysis-Summary Statements of Net Assets June 30, 2013 and June 30, 2012. The current assets decreased during the year by \$8,300. MPPDC serves as fiscal agent for the Middle Peninsula Chesapeake Bay Public Access Authority (MPCBPAA). Management and the MPCBPAA Board determined that MPCBPAA's financials had become sufficiently complex to warrant a separate accounting system and thus MPCBPAA assets and liabilities were removed from MPPDC books at the end of the year. Discounting MPCBPAA assets and expenditures, MPPDC current assets actually increased by approximately \$12,700. The current liabilities increased during the year by approximately \$15,000 primarily as a result of the booking of the 2010 VRA loan payments which will commence in FY2014 and an increase in accrued leave payable. Long-term liabilities increased by approximately \$4,600 and total net assets decreased by approximately \$25,000 this year.

Mrs. Johnson reviewed the Summary of Statements of Activities which includes revenues and expenses. The operating revenues decreased by approximately \$90,000 and project expenses decreased by approximately \$100,000 from the prior year. In FY 2013 actual revenues came in over budgeted revenues by approximately \$192,000 mainly because of 2 "technical assistance awards" received totaling \$150,000. These awards provided technical assistance to the MPPDC in the form of consulting services at no cost to the organization. Actual expenses exceeded budgeted expenses for consultant and contractual costs by approximately \$182,000 as a result of the unbudgeted "technical assistance consulting services." Actual personnel costs were approximately \$25,000 over budget due primarily to the hiring of a new planner. General Administration expenses increased by \$25,000 as increased overall staffing allowed management the opportunity to reorganize and return administrative staff to more administrative duties. Due to the decrease in operating revenues and size and scope of funded projects, project costs decreased by \$100,000.

Mrs. Johnson reviewed the Schedule of Revenue and Expenses by Program. This Schedule included revenues, expenses, revenues over or under expenses, general fund support, revenues and general fund support over or under expenses.

The draft audit states, “The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

There being no questions from the Board, Vice Chairman Smith requested a motion to accept the year ending June 30, 2013 audit report. Melinda Moran moved to accept the June 30, 2013 audit report. Ashley Chriscoe seconded the motion; motion carried.

Adoption of Amended FY14 Indirect Cost Allocation Plan

Mrs. Beth Johnson, MPPDC Finance Director, said the FY2013-2014 Indirect Cost Allocation Plan needs to be amended because of a change in methodology recommended by the auditor. The change in the rate was minimal – from a planned rate of 50.0% to a planned rate of 49.8%.

Vice Chairman Smith requested a motion to adopt the amended MPPDC Indirect Cost Allocation Plan FY2014. Dr. Maurice Lynch moved to adopt the amended MPPDC Indirect Cost Allocation Plan FY2013-2014. Ashley Chriscoe seconded the motion; motion carried.

Other Business

(1) Request for Resolution in Support of Water Reuse and Protection of the Potomac Aquifer

Mrs. Elizabeth Hurd, Middlesex County Vice Chair Board of Supervisors, said Mr. Pete Mansfield, Middlesex County Board of Supervisor, has worked diligently on researching the protection of the Potomac Aquifer. The Resolution requests “the Commonwealth of Virginia, acting through its duly authorized agency, the Virginia Department of Environmental Quality and/or other state agencies, to reduce high chloride concentrations and loss of artesian head pressure in the Potomac Aquifer for the benefit of all those living in the region.”

Vice Chairman Smith requested a motion to adopt the Resolution in Support of Water Reuse and Protection of the Potomac Aquifer. Tom Swartzwelder moved to adopt the Resolution. Maurice Lynch seconded the motion; motion carried.

(2) Stormwater Changes-Mr. A. Reese Peck, Essex County Administrator

Mr. Peck said he met with Delegate Hodges to discuss the mandated stormwater regulations and local government implementation of such. Mr. Peck requested a delay in implementation due to the many changes and delays in providing the needed guidance and tools by the state. Many of the

tools promised to local government, especially the e-permitting system and database have not been provided as initially promised.

Vice Chairman Smith asked if there was any other business to discuss.

There was no other business.

Adjourn

Vice Chairman Smith adjourned the meeting.

COPY TESTE:

(Secretary)

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Project Financial Report

Middle Peninsula Planning District Commission

Run Date: 12/12/2013
 Run Time: 8:57:31 am
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Period Ending: 11/30/13

		Expenditures						
Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30009	FY14 Local Programs	161,510.00	4,413.82	59,089.46	102,420.54	36.59%	151,498.97	92,409.51
30010	Local PAA Stewardship/	17,000.00	250.00	14,069.18	2,930.82	82.76%	17,000.00	2,930.82
30013	EE&CBG Project	3,894.00	42.94	1,879.16	2,014.84	48.26%	1,876.52	-2.64
30015	Tappahannock Comp Plan	11,200.00	677.77	6,464.01	4,735.99	57.71%	3,995.26	-2,468.75
30016	Essex Comp Plan Update	27,675.00	1,145.66	12,439.76	15,235.24	44.95%	6,196.28	-6,243.48
30104	MP-VSG Univ. Partner	3,000.00	179.24	3,057.90	-57.90	101.93%	0.00	-3,057.90
30105	EDA Broadband	63,161.00	3,095.87	7,956.98	55,204.02	12.60%	0.00	-7,956.98
30170	MPBDP FY12 Staff Sup	13,825.00	291.47	8,628.23	5,196.77	62.41%	12,125.07	3,496.84
30209	FY14 Transportation Dem	74,000.00	6,089.45	28,519.99	45,480.01	38.54%	21,650.79	-6,869.20
30311	FY14 Rural Transportati	72,500.00	5,849.53	26,128.86	46,371.14	36.04%	12,892.95	-13,235.91
30420	Onsite Loan Management	105,940.14	401.33	102,524.59	3,415.55	96.78%	111,629.97	9,105.38
30423	VCWRFR Onsite Fund	82,500.00	585.29	52,118.21	30,381.79	63.17%	73,496.30	21,378.09
30426	WQIF 2010	102,883.00	0.00	101,234.12	1,648.88	98.40%	102,728.35	1,494.23
30502	Water Supply Planning	107,526.97	664.14	109,067.18	-1,540.21	101.43%	153,950.00	44,882.82
31002	GA Lobby FY09	0.00	0.00	18,247.75	-18,247.75	0.00%	24,000.00	5,752.25
31201	AHMP Update 2014	125,010.00	2,204.25	5,163.66	119,846.34	4.13%	0.00	-5,163.66
32008	FY14_PAA Staff Support	2,125.00	129.13	3,062.83	-937.83	144.13%	2,669.28	-393.55
32009	Lands End Master Plan	10,000.00	71.85	10,114.28	-114.28	101.14%	10,175.77	61.49
32120	FY13 Coastal TA Task 44	60,000.00	1,917.06	59,481.61	518.39	99.14%	51,918.06	-7,563.55
32121	Land & Water Quality Pr	50,000.00	3,114.88	50,576.22	-576.22	101.15%	44,578.97	-5,997.25
32122	Living Shorelines	49,858.00	100.36	49,949.20	-91.20	100.18%	46,365.10	-3,584.10
32123	Stormwater Management (297,786.00	10,059.87	147,198.81	150,587.19	49.43%	126,684.75	-20,514.06
32124	Aberdeen Harbor Master F	13,034.00	1,191.96	7,464.86	5,569.14	57.27%	2,506.27	-4,958.59
32125	Floating Structures	29,780.00	240.50	29,639.07	140.93	99.53%	29,780.00	140.93
32126	VIMS WWF	5,000.00	58.47	5,026.96	-26.96	100.54%	5,000.00	-26.96
32127	FY14_Coastal TA	60,000.00	5,252.25	11,994.10	48,005.90	19.99%	0.00	-11,994.10
32128	LWQ III FY14	47,022.00	3,181.75	7,532.33	39,489.67	16.02%	0.00	-7,532.33
32204	WW Coalition Summit A	46,341.00	1,558.00	20,851.06	25,489.94	44.99%	17,544.59	-3,306.47
Totals:		<u>1,642,571.11</u>	<u>52,766.84</u>	<u>959,480.37</u>	<u>683,090.74</u>	<u>58.41%</u>	<u>1,030,263.25</u>	<u>70,782.88</u>

Balance Sheet by Category

Middle Peninsula Planning District Commission

Run Date: 12/12/13
Run Time: 8:58:35 am
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Period Ending: 11/30/13
Format: 1 Board

Assets:

Cash in Bank	621,341.52
Receivables	268,212.05
Property & Equipment	13,879.50

Total Assets:

\$903,433.07

Liabilities:

Accounts Payable	2,295.35
VRA Loan Payables	135,996.29
Accrued Leave	30,756.62
Cost Allocation Control	9,859.79

Total Liabilities:

\$178,908.05

Equity:

Local Initiatives/Information Resources	92,380.24
Economic Development	-7,518.08
Transportation Programs	-20,105.11
Onsite Repair & Pumpout	31,987.07
Housing	-2.09
Coastal Community & Environmental	-65,670.43
Mandates	39,724.47
Temporarily Restricted	188,479.87
General Fund Balance	465,249.08

Total Equity:

\$724,525.02

Total Liabilities and Equity

\$903,433.07

Balance:

\$0.00

Agencywide R&E by Category

Middle Peninsula Planning District Commission

Run Date: 12/12/2013

Run Time: 8:59:11 am

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Period Ending: 11/30/13
 Format: 1 Agencywide R&E
 With Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Ovr	% Bud
Revenues					
Local Match	110,064.00	-150.00	33,203.45	76,860.55	30.17%
Local Annual Dues	109,899.00	0.00	109,899.00	0.00	100.00%
Local Other Revenues	64,960.00	0.00	55,802.08	9,157.92	85.90%
Local Other Organizations	4,516.00	0.00	5,728.56	-1,212.56	126.85%
State Revenues	218,912.00	0.00	63,232.72	155,679.28	28.88%
Federal Revenues	234,999.00	14,863.28	112,989.55	122,009.45	48.08%
Miscellaneous Income	12,000.00	627.59	8,231.56	3,768.44	68.60%
Onsite Loan Program Income	8,840.00	882.71	13,602.11	-4,762.11	153.87%
Revenues	764,190.00	16,223.58	402,689.03	361,500.97	52.69%
Expenses					
Personnel	437,235.70	43,645.42	205,832.43	231,403.27	47.08%
Facilities	29,864.00	2,160.31	12,299.65	17,564.35	41.19%
Communications	2,550.00	214.51	1,605.35	944.65	62.95%
Equipment & Supplies	9,750.00	350.30	2,091.12	7,658.88	21.45%
Travel	5,425.00	434.83	2,788.66	2,636.34	51.40%
Professional Development	13,650.00	575.00	3,400.30	10,249.70	24.91%
Contractual	67,489.00	2,387.79	49,368.46	18,120.54	73.15%
Miscellaneous	46,865.00	2,998.69	21,153.54	25,711.46	45.14%
Regional Share	110,064.00	0.00	33,353.45	76,710.55	30.30%
Expenses	722,892.70	52,766.85	331,892.96	390,999.74	45.91%
Agency Balance	41,297.30	-36,543.27	70,796.07		

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Middle Peninsula Planning District Commission



MPPDC General Fact Sheet

WHAT IS MPPDC?

The Middle Peninsula Planning District Commission (MPPDC) was established pursuant to the Virginia Area Development Act (Title 15.1, Chapter 34, Sections 15.1-1400, et seq., Code of Virginia (1950) as amended) and by joint resolutions of the governing bodies of its constituent member jurisdictions.

The "MPPDC" describes the geographic section of Virginia which encompasses the Counties of Essex, Gloucester, King and Queen, King William, Mathews and Middlesex and the Towns of Tappahannock, Urbanna and West Point.

BACKGROUND

The Agreement to organize a Planning District Commission was made on January 31, 1972, by and between the government subdivisions as authorized by the Virginia Area Development Act.

WHAT DOES MPPDC DO?

The purpose of the Commission is to promote the orderly and efficient development of the physical, social, and economic elements of the Planning District by planning and encouraging and assisting governmental subdivisions to plan for the future.

HOW ARE DECISIONS MADE AT MPPDC?

Decision-making occurs through the Middle Peninsula Planning District Commission, a governing body comprised of elected officials, citizens, and chief administrative officers representing the six counties and three towns in the region.

QUICK FACTS

Region at Glance

- Six Counties: Essex, Gloucester, King & Queen, King William, Mathews and Middlesex
- Three Towns: West Point, Urbanna, and Tappahannock
- 1,387 Square Miles
- 1,055 Miles of Shoreline

➤ 888,064 Acres of Land

➤ 90,826 People

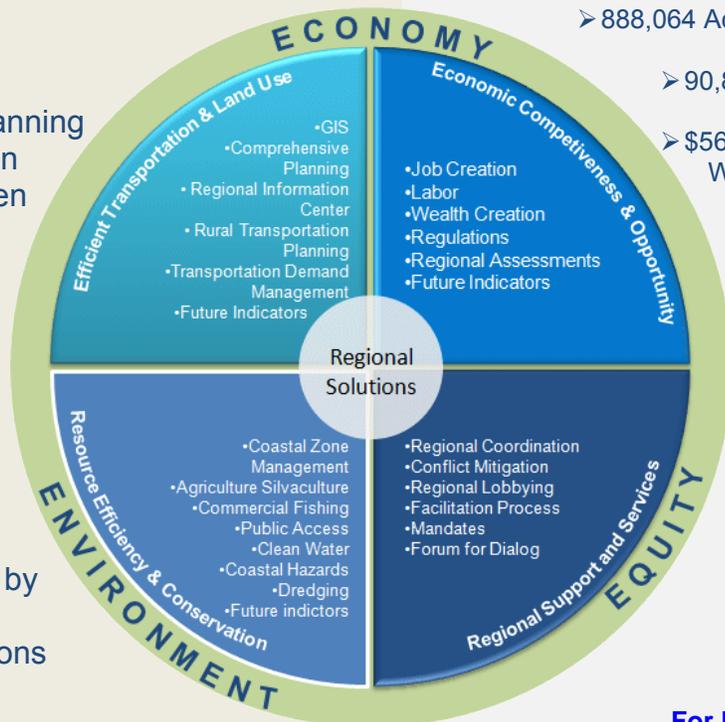
➤ \$567 Average Weekly Wage (State=\$952)

➤ 71% Out Commute Rate

By the Numbers

➤ 1.1% Total State Population

➤ \$50,001 Median Household Income



For More Information:

MPPDC
P.O. Box 286
Saluda Professional Center
125 Bowden Street
Saluda, Virginia 23149
Phone: 804-758-2311

Please visit the MPPDC website at:

www.mppdc.com

Regional Profile:

2000-2011 Demographic Information

All data is from Census 2000 and Census 2010 unless otherwise stated

Population Trends				Median Household Income and Unemployment Rate ¹			
Locality	Total Population		Population Growth from 2000-2010	Median Income Estimates		Unemployment Rate Estimates	
	2000	2010		2006-2010	2007-2011	2006-2010	2007-2011
Essex	9,989	11,151	12%	\$46,235	\$44,581	9.0%	8.2%
Gloucester	34,780	36,858	6%	\$58,389	\$60,269	6.5%	5.9%
King & Queen	6,630	6,945	5%	\$44,442	\$48,170	8.6%	7.4%
King William	13,146	15,935	21%	\$64,964	\$64,982	7.3%	6.7%
Mathews	9,207	8,978	-2%	\$47,435	\$54,118	5.9%	6.0%
Middlesex	9,932	10,959	10%	\$50,207	\$53,615	7.4%	6.4%
Town of Tappahannock	2,138	2,375	11.1%	\$39,149	\$35,313	6.6%	7.6%
Town of Urbanna	543	476	-12.3%	\$44,813	\$45,682	1.5%	4.5%
Town of West Point	2,866	3,306	15.4%	\$51,979	\$52,768	7.4%	9.5%
Region Total	83,684	90,826	9%	\$49,735	\$51,055	7.6%	6.5%

Ethnicity in the Middle Peninsula						
Locality	Hispanic			Non-Hispanic		
	2000	2010	Percent Change	2000	2010	Percent Change
Essex	72	349	385%	9,917	10,802	9%
Gloucester	560	935	67%	34,220	35,923	5%
King and Queen	58	184	217%	6,572	6,761	3%
King William	120	324	170%	13,026	15,611	20%
Mathews	73	104	42%	9,134	8,874	-3%
Middlesex	55	166	202%	9,877	10,793	9%
Regional Total	938	2,062	120%	82,746	88,764	7%

Race in the Middle Peninsula												
Locality	White			Black			Asian			Other		
	2000	2010	Percent Change	2000	2010	Percent Change	2000	2010	Percent Change	2000	2010	Percent Change
Essex	5,790	6,370	10%	3,900	4,247	9%	81	86	6%	218	448	106%
Gloucester	30,148	32,149	7%	3,585	3,197	-11%	240	286	19%	807	1,226	52%
King and Queen	4,059	4,663	15%	2,365	1,975	-16%	18	17	-6%	188	290	54%
King William	9,703	12,297	27%	2,999	2,819	-6%	48	118	146%	396	701	77%
Mathews	8,038	7,898	-2%	1,036	823	-21%	17	31	82%	116	226	95%
Middlesex	7,797	8,680	11%	1,999	1,978	-1%	12	37	208%	124	264	113%
Regional Total	65,535	72,057	10%	15,884	15,039	-5%	416	575	38%	1,849	3,155	71%

¹ Data from the Bureau of Labor Statistics Local Area Unemployment data & the American Community Survey 5-year Estimates

MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

Staff Activities Service Summary of Regional Progress

Locality	Core Services Administered by the MPPDC							
	Information Resources/ Assistance	Coastal Community Development/ Environmental	Transportation	Onsite Repair and Pumpout	Economic Development	Local Initiatives	Housing	Emergency Management
Region-wide	✓	✓	✓	✓	✓	✓	✓	✓
Essex	✓	✓	✓	✓	✓	✓		✓
Gloucester	✓	✓	✓	✓	✓			✓
King & Queen			✓	✓	✓			✓
King William		✓	✓		✓			✓
Mathews		✓	✓	✓	✓			✓
Middlesex			✓	✓	✓			✓
Town of Tappahannock			✓			✓		✓
Town of West Point			✓					✓
Town of Urbanna			✓					✓
Other		✓	✓	✓		✓		✓

REPORT ON MANDATED INITIATIVES

Locality	Water Supply Plan Support Staff: Lewie Start Date: 7/2008 Completion Date: 6/2011		Stormwater Management Support Staff: Jackie Start Date: 12/2012 Completion Date: 6/2014		All-Hazards Mitigation Plan Update Support Staff: Harrison Start Date: 1/2014 Completion Date: 12/2016	
	Participating	Current Status	Participating	Current Status	Participating	Current Status
Essex	✓	Addressing review compliance issues	✓	Local/regional program under development	✓	MOU's & requests for LPT members sent to localities
Gloucester		NA	✓	Local/regional program under development	✓	MOU's & requests for LPT members sent to localities
King & Queen	✓	Addressing review compliance issues	✓	Local/regional program under development	✓	MOU's & requests for LPT members sent to localities
King William	✓	Addressing review compliance issues	✓	Local/regional program under development	✓	MOU's & requests for LPT members sent to localities
Mathews	✓	Addressing review compliance issues	✓	Local/regional program under development	✓	MOU's & requests for LPT members sent to localities
Middlesex	✓	Addressing review compliance issues	✓	Local/regional program under development	✓	MOU's & requests for LPT members sent to localities
Town of Tappahannock	✓	Addressing review compliance issues	✓	Local/regional program under development	✓	MOU's & requests for LPT members sent to localities
Town of West Point	✓	Addressing review compliance issues	✓	Local/regional program under development	✓	MOU's & requests for LPT members sent to localities
Town of Urbanna	✓	Addressing review compliance issues	✓	Local/regional program under development	✓	MOU's & requests for LPT members sent to localities

New Opportunities Identified to Implement Commission Priorities

Service Center	Project Title and Description	Funding Requested	Status
Emergency Mgmt	SAFER Grant – Emergency Services Personnel Recruitment & Retention -King & Queen	\$644,144	Submitted
Economic Dev	EDA Broadband	\$58,000	Funded
Mandate/Environ	DEQ Regional Stormwater Program Design	\$85,250	Funded, delayed
Mandate/Environ	NFWF Mathews Ditching	\$38,850	Submitted
Emergency/Mandate	VDEM – Natural Hazard Mitigation Plan Update	\$93,750	Funded
Economic Dev	AFID Grant – Forestry/Agriculture – Essex County	\$17,000	Funded (Essex County)
Economic Dev	USDA RBEG Flashfreeze Study	\$90,000	Not funded
Environmental	CZM Water Reuse	\$22,798	Funded
Environmental	CZM – TIF Dredging	\$40,000	Funded
MPCBPAA	DGIF – Captain Sinclair Public Boating Access Facility	\$25,000	Submitted
MPCBPAA	DGIF – Stampers Bay Landing – Middlesex County	\$50,000	Submitted
MPCBPAA	CBRF – PAA signage	\$500	Submitted

Middle Peninsula Planning District Commission
Executive Director's Report of Regional Progress
December 9, 2013

MPPDC: Membership, Appointments, Committee Assignments, and Networks

Coastal Policy Team (CPT) - The CPT, whose members and alternates represent the Virginia Coastal Zone Management Program's key partners and eight planning district commissions, provides a forum for discussion and resolution of cross-cutting coastal resource management issues. Members serve on the team at the discretion of their agency or planning district commission director. The CPT recommends funding levels to the DEQ Director for coastal zone management projects. (MPPDC Staff 10 years +)

Chesapeake Bay Licenses Plate Committee- The Chesapeake Bay Restoration Fund was created by Chapters 227 and 323 of the 1992 Acts of Assembly for use by the Commonwealth of Virginia for environmental education and restoration projects to the Chesapeake Bay and its tributaries (MPPDC Staff 7 years +)

Congressman Robert Wittman's Fisheries Advisory Committee and Environmental Advisory Committee (MPPDC Staff 3 years +)

Virginia Sea Grant Program External Advisory Committee (EAC): The EAC provides stakeholder input on the strategic planning process, the research proposal review process, and on Commonwealth-wide trends and needs. The EAC is a diverse group of end-users including representatives from state agencies, the education community, coastal planning and management, the private sector, and NGOs. (MPPDC Staff 4 years+)

General Assembly Directed Study Panel: Aquaculture production activities; authority of local governments (MPPDC Staff- current)

The Association for Commuter Transportation (ACT) (Telework Council Secretary): ACT is the premier association for professionals and organizations whose focus is the delivery of commuting options and solutions for an efficient transportation system. The Telework Council is composed of employer representatives, regional transportation, air quality and planning officials, as well as state and local government officials concerned with promoting telework and providing telework information and technical assistance to employers (MPPDC Staff 5 years+)

The Chesapeake Chapter of ACT: (Chapter Treasurer) – The Chapter is comprised of ACT members and TDM professionals from the states of Virginia, Maryland, West Virginia and the District of Columbia (MPPDC Staff 3 years+)

Middle Peninsula Northern Neck Coordinated Human Services Mobility Committee: provides direction for a unified comprehensive strategy for transportation service delivery in the Middle Peninsula and Northern Neck Planning Districts focused on unmet transportation needs of seniors, people with disabilities, and people with low incomes. (MPPDC Staff 7 years)

The National Working Waterfront Networks- Outreach and Education committee: Provided education and outreach on national, state and local matters related to the preservation of working waterfronts.

MPPDC Staff and Contact Information

Executive Director: Lewis Lawrence

Contact Info: llawrence@mppdc.com (804) 758-2311x24 (804) 832-6747 (cell)
Programs: *Coastal Zone Technical Assistance, Local Initiatives, Public Access Authority*

Finance Director: Beth Johnson

Contact Info: bjohnson@mppdc.com (804) 758-2311x22
Programs: *Commuter/ Employer Transportation Services, Septic Repair & Pumpout Assistance, Revolving Loan Programs Administration, PDC Finance & Grants Administration*

Chief of Community Planning : Marquitrice Wright

Contact Info: mwright@mppdc.com (804) 758-2311x28
Programs: *Rural Transportation Planning, Local Community Planning Assistance*

Planner 2: Harrison Bresee

Contact Info: hbreesee@mppdc.com (804) 758-2311x26 (757) 871-2245 cell
Programs: *Comprehensive Economic Development Strategy, Public Access Authority, Working Waterfronts*

Planner 2: Jackie Rickards

Contact Info: jrickards@mppdc.com (804) 758-2311x23 (215) 264-6451 cell
Programs: *Stormwater Management, Graphic Arts*

Secretary: Rose Lewis

Contact Info: rlewis@mppdc.com (804) 758-2311x21
Programs: *PAA Hunting licenses assistance, Facilities Scheduling*

MANDATES

Funding – VDEM, VDEQ, localities, MPPDC General Fund

Project 30502 Water Supply Planning

9 VAC 25-780 establishes a planning process and criteria that all local governments will use in the development of local or regional water plans. The plan will be reviewed by the Department of Environmental Quality and a determination will be made by the State Water Control Board on whether the plan complies with this regulation. Within five years of a compliance determination by the board, the plan will be reviewed to assess adequacy and any significant changes will require the submission of an amended plan and review by the board. All local programs will be reviewed, revised, and resubmitted to the Department of Environmental Quality every 10 years after the last approval. The jurisdictions of Essex, King and Queen, King William, Mathews, Middlesex, Tappahannock, Urbanna and West Point opted to prepare a regional plan with assistance from Middle Peninsula Planning District Commission staff and EEE Consulting, an environmental consulting firm. The Regional Plan was completed and submitted to the Virginia Department of Environmental Quality for compliance review by the November 2, 2011 deadline for Regional Plan submission.

- Discussed water supply plan compliance issues with Tammy Stephenson, Program Coordinator Office of Water Supply, Virginia Department of Environmental Quality, related to local adoption action for both Mathews County and the Town of Tappahannock. Consulted with Mindy Moran, Mathews County Administrator, and Jimmy Sydnor, Town of Tappahannock Zoning Administrator, related to public hearing dates for consideration of local program drought ordinances. Town of Tappahannock took action to enact the water supply plan ordinance on December 9, 2013. Mathews County took action to enact the water supply plan ordinance on November 19, 2013.

Project 32123 DCR Stormwater Management

The Virginia General Assembly created a statewide, comprehensive stormwater management program related to construction and post-construction activities (HB1065 - Stormwater Integration). The Virginia Department of Conservation and Recreation requires stormwater management for projects with land disturbances of one acre or more. This new state mandate requires all Virginia communities to adopt and implement stormwater management programs by July 1, 2014 in conjunction with existing erosion and sediment control programs. Additionally, the communities within the MPPDC are required to address stormwater quality as stipulated by the Chesapeake Bay TMDL Phase II Watershed Implementation Plan and the Virginia Stormwater Regulations. The goal of the MPPDC Stormwater Program is to develop tools specific to the region necessary to respond to the state mandate requirement for the development of successful stormwater programs. The local governments need to develop programs either locally or regionally to assure compliance with regulations designed to reduce runoff from developed areas.

- Consulted with Steven Raney, Clean Water Financing and Assistance Program Department of Environmental Quality, regarding Stormwater Phase 2 grant proposal budget.
- Drafted an educational brochure for the general public focused on new Stormwater Regulations and local implications.
- Requested letters of intent from MPPDC localities that sets forth a commitment to a regional program, acknowledges potential program cost sharing, and lists the services the locality is interested in receiving from the regional program. To-date, Middlesex, King William, and Mathews Counties have expressed interest in participating in the regional program.
- Attended the Basic Stormwater Training hosted by Virginia Department of Environmental Quality (DEQ) on November 12-13th. The two day training provided an overview of stormwater science,

regulations, and best management practices. This training is a prerequisite to become a stormwater management program administrator.

- Attended an information session hosted by DEQ on December 5, 2013 regarding changes to the e-permitting system. DEQ explained that they will reissue all existing general permits, collect new fees, and provide local VSMP authorities with their portion of the fee. DEQ also explained that the operator will no longer have access to the e-permitting system. Instead they will submit a paper registration statement to the locality. The locality will then review the plans and will provide DEQ with registration statement information electronically. DEQ will then process the information and provide permit coverage.
- Requested a status update on the Stormwater Phase II grant from Steven Raney (DEQ). Mr. Raney stated that due to staff storages at DEQ and the holiday, the MPPDC will most likely receive the grant contract by late December 2013.
- Participated in a conference call with Donna Sprouse (King and Queen County) and Carolyn Howard (DAA) to review and recommend amendments to King & Queen local ordinances (i.e. Chesapeake Bay Preservation Area Overlay District, Improvements Required in Subdivisions, Planned Unit Developments, Site Plan Requirements, Administration, and Off-Street Parking Requirements) in order to keep ordinances consistent as the stormwater management ordinance is being finalized.
- Scheduled a meeting of the MPPDC Regional Stormwater Working Group for December 19, 2014 at 9am at the MPPDC office. A tentative agenda for the meeting includes the information presented at the DEQ e-permitting informational workshop as well as updates from the State Water Control Board meeting on Dec. 17, 2013, to consider the proposed stormwater regulatory changes.
- Corresponded with John Shaw (Mathews County) regarding changes to the e-permitting system as well as the needed components of a letter of intent expressing commitment to a regional stormwater management program and to the DEQ Stormwater Phase II project.
- Attended a National Fish and Wildlife Foundation (NFWF) workshop regarding the Hurricane Sandy Coastal Resiliency Complete Grants Program in Annapolis, Maryland on November 18, 2013. NFWF staff reviewed the Request for Proposal, including the evaluation criteria, and emphasized engagement of youth and veterans within the project as well as leveraging previously funded projects through the Department of the Interior's Sandy Supplemental Mitigation funds.
- Met with Carolyn Howard, DAA, and Sheryl Hughes, DAA, to discuss an approach to submitting a project proposal to the Hurricane Sandy Coastal Resiliency Complete Grants Program. Initial project ideas focused on partnering with Virginia Department of Transportation (VDOT) to inventory and assess roadside ditches throughout the Middle Peninsula region.
- Scheduled a meeting with Sean Trapani (VDOT) and Carolyn Howard (DAA) to refine an approach to submitting a project proposal to the Hurricane Sandy Coastal Resiliency Complete Grants Program due January 31, 2014.
- Participated in a conference call hosted by Old Dominion University to review project ideas to submit to the Hurricane Sandy Coastal Resiliency Complete Grants Program.
- Sent Stephanie Showalter, National Sea Grant Law Center, research information regarding a multiple country effort in Europe focused on inventorying rural/low impact roads. For more information visit: www.roadex.org.

Project 31201 Middle Peninsula All-Hazards Mitigation Plan Update

The 2016 All Hazards Mitigation Plan Update is designed to update the 2011 Middle Peninsula All Hazards Mitigation Plan (AHMP). The plan will address several natural hazards, including hurricanes, winter storms, tornadoes, coastal flooding, coastal/shoreline erosion, sea level rise, winter storms, wildfire, riverine flooding, wind, dam failures, drought, lightning, earthquakes, shrink-swell soils, extreme cold, extreme heat, landslides, land subsidence/karst, tsunami, and volcanoes.

- Attended a seminar by FEMA entitled: “Planning for a Resilient Community” on November 25, 2013. The seminar is a pilot program designed to “Enhance your own ability to develop and implement a mitigation plan; and prepare your community to better withstand the impacts of hurricanes, floods, tornados, and other natural hazards.” Seminar was informative and provided attendees with a “Local Mitigation Planning Handbook” , to use in developing or updating a local hazard mitigation plan.
- Preparing workbook for Local Planning Team.
- Anticipating convening first Local Planning Team meeting in January, 2014.

Localities with signed MOU’s and Designated Local Planning Team (LPT) Members as of December 9, 2013

	Essex	Gloucester	King and Queen	King William	Mathews	Middlesex	Tappahannock	Urbanna	West Point
MOU Signed	X	X					X		X
LPT Members	Larry Smith	Creig Moore							Holly McGowan
	Jimmy Bran	Garrey Curry							Bobby Mawyer

- Met with staff from Virginia Sea Grant and Marine Advisory Services at VIMS to discuss ways of utilizing TideWatch as a tool to help inform emergency managers about coastal flooding. <http://www.vims.edu/bayinfo/tidewatch/stations/index.php>.

INFORMATION RESOURCES/ASSISTANCE

Services to provide critical assessment and thinking.....

- Updated www.mppdc.com website –meeting notices, public meeting notices, reports.
- Consulted with Keith Balderson, Essex County Extension Agent, regarding resources available for well repairs. Referred to SERCAP for assistance.
- Received phone call from Gloucester County homeowner regarding assistance available for well repair. Referred to SERCAP for assistance.

Projects 320080 Staff Support to Middle Peninsula Chesapeake Bay Public Access Authority

Middle Peninsula Chesapeake Bay Public Access Authority Special Project – Support of Executive Order 23, Goal 8 Coastal Management Coordination Public Access: Continue implementation of adopted annual work program, including identifying land, either owned by the Commonwealth or private holdings that can be secured for use by the general public as a public access site; researching and determining ownership of all identified sites; determining appropriate public use levels of identified access sites; developing appropriate mechanism for transferring title of Commonwealth or private holdings to the Authority; developing appropriate acquisition and site management plan. This Program allows the Authority to function by supporting the individual projects and operations of the Authority, as well as, by responding to daily requests for assistance from local government staff.

- Prepared vouchers, processed A/P, reconciled bank statements. Prepared financial statements.
- Invoiced Gloucester Rowing Association for utility bills at Lands End.
- Consulted with Carla Woods, DEQ, regarding final Perrin Wharf grant payment to MPCBPAA.
- Consulted with Kelly Waters, Sands Anderson, regarding closing on Stuart and BRC Properties and payment of closing costs. Hand delivered check to Attorneys Title for recording of deeds.
- Provided staff support for the MPCBPAA in areas such as: property maintenance, equipment maintenance, and public interaction. Met with Billy Bonnaville at the Perrin Wharf in Gloucester County to discuss the renting of slips to commercial watermen. Mr. Bonnaville offered to distribute the contracts and management plan documents to interested parties.

Projects 32120/32127 Virginia Coastal Zone Management Program

This project provides ongoing support to member localities of the Planning District Commission and other stakeholders committed to improving community development and coastal management within the coastal zone.

- Submitted a re-scoped proposal of Essex County’s IDA Agriculture and Forestry Industry Development (AFID) application to the Virginia Department of Agriculture and Consumer Services (VDACS) which included suggested additions, including a list of Agriculture and Forestry Industries Advisory Board members and a draft Request for Proposals to complete the plan.
- Essex County IDA received notification that the re-scoped AFID project proposal was strong and has recommended it for funding provided that prior to implementation the following occur: (1) The Essex County Board of Supervisors passes a resolution supporting the effort and stating it will consider for adoption the comprehensive strategic plan that is to be the product of this effort, (2) Representatives from the Essex County Board of Supervisors and/or Essex County Staff participate in the Advisory board overseeing and implementing this grant, and (3) The advisory board and/or Essex County IDA consult with the relevant persons from James City County and the Region 2000 PDC to benefit from their experience in undertaking similar AFID Planning Grants. Drafted a resolution to present at the December Board of Supervisors meeting to begin to address these tasks.
- Consulted with Sean Trapani, VDOT Saluda Resident Engineer, concerning how York County inventories ditches as a possible model for use across the Middle Peninsula.

- Discussed the VDOT Recreational Road Access program with Bill Dandridge, Project Manager for VDOT. Scheduled a meeting at the Captain Sinclair's Landing in Gloucester County to discuss the possibility and eligibility of elevating the road to improve transportation access to the property during periods of moderate flooding.
- Consulted with Sean Trapani, VDOT Saluda Resident Engineer, concerning Carmine Island road ending in Gloucester County as to whether the road has a public interest to the water's edge. Mr. Trapani will provide a copy of the VDOT file for review.
- Discussed biosolids application and enforcement issues related to a biosolids overspray on a public road in King William County with Delegate Keith Hodges.
- Reviewed and discussed the submittal process requesting financial assistance from the Department of the Interior/ National fish and Wildlife Foundation under the Hurricane Sandy Coastal Resilience RFP. Began drafting a proposal to submit an application to inventory and redesign failing ditches across the Middle Peninsula as well as a proposal to fund a revolving loan and grant program for living shorelines as an adaptation strategy to improve water quality and for adaptation to reoccurring flooding.
- Consulted with Jim Smith, President of Mathews Land Conservancy, and adjoining property owners to the Williams Wharf facility in Mathews County concerning a letter of trespass issued by the Conservancy to the landowners. The question before the Middle Peninsula Chesapeake Bay Public Access Authority is - to what extent does the letter of trespass conflict with the public's right for ingress and egress covered under the public access easement held by the Authority.
- Received notification of abstract acceptance to speak at the 2014 Nation Social Coast forum to be held in Charleston South Carolina in February 2014. Submitted a talk to promote the Middle Peninsula Chesapeake Bay Public Access Authority in obtaining private land for public use.
- Attended the winter meeting of the Coastal PDC Committee held at Richmond Regional PDC office. Met with representatives from DEQ and discussed upcoming TMDLs and Chesapeake Bay clean up expectations for local government.
- Met with John Accordino, Director Center for Urban and Regional Development at VCU, and Thomas Jacoberson, Adjunct Professor at the VCU Urban and Regional Planning program, concerning ways in which VCU can assist with the collection of local demographic data and help with new analysis to determine trends and barriers for community development across the Middle Peninsula and beyond.

Project 32121/32128 Land and Water Quality Protection

In light of changing Federal and State regulations associated with Bay clean up-nutrient loading, nutrient goals, clean water, OSDS management, storm water management, TMDLs, etc, staff from the Middle Peninsula Planning District Commission (MPPDC) will develop a rural pilot project which aims to identify pressing coastal issue(s) of local concern related to Bay clean up and new federal and state legislation which ultimately will necessitate local action and local policy development. Staff has identified many cumulative and secondary impacts that have not been researched or discussed within a local public policy venue. Year 1-3 will include the identification of key concerns related to coastal land use management/water quality and Onsite Sewage Disposal System (OSDS) and community system deployment. Staff will focus on solution based approaches, such as the establishment of a regional sanitary sewer district to manage the temporal deployment of nutrient replacement technology for installed OSDS systems, assessment of land use classifications and taxation implications associated with new state regulations which make all coastal lands developable regardless of environmental conditions; use of aquaculture and other innovative approaches such as nutrient loading offset strategies and economic development drivers.

- Prepared contract and Statement of Work for consulting services for Virginia Coastal Policy Clinic to provide legal and research services regarding identification of sustainable funding for septic repair program and outfall ditch cleaning.

Project 32204 Working Waterfront Coalition Summit

The Rural Chesapeake Bay-Seaside Working Waterfront Coalition partners (MPPDC, A-N and NN PDC) propose to organize, coordinate and convene a Virginia Working Waterfront Summit to be held at a central location (possibly VIMS) and possible remote location (Wachapreague) to discuss the challenges faced by Coastal Virginian's engaged in owning, managing or developing policy on issues related to working waterfronts. Summit invitees will come directly from the data base of working waterfront business developed under the Section 309 Working Waterfront project administered by the Virginia Sea Grant Marine Advisory Program. The Summit will consist of three parts: a) Panel of working waterfront specialist will discuss the growing national problem faced by working waterfront business and Virginia challenges, b) Introduction/ use of the Working Waterfront web portal. c) Discussion of Virginia specific issues, problems, and challenges of those in attendance.

- Consulted with Tanya Denckla Cobb, Associate Director, Institute for Environmental Negotiations, at the University of Virginia concerning working waterfront coalitions upcoming 2014 Virginia Working Waterfront workshop's outcomes, marketing strategies, and goals. The Virginia Working Waterfront workshop is scheduled for February 26th at VIMS.

Project 32124 Aberdeen Creek Harbor Master Plan

This project proposes to focus on developing an Aberdeen Creek Commercial Seafood Master Plan focused on maintaining services and working waterfront industries within Aberdeen Creek. Aberdeen Creek is second behind Perrin River as one of two major commercial seafood hubs in Gloucester County. Within recent years, Aberdeen Creek has experienced the closure of a Gloucester Seafood Inc which was a seafood processing plant that processed local watermen catches, as well as provided fueling and mooring facilities for their boats. Since this business has closed, Aberdeen creek has experienced significant shoaling and dredging has become a priority issue. To develop this plan, MPPDC staff will take the lead and conduct a site analysis, including an inventory of creek activities (i.e. public and private), a count of the number of watermen that utilize the creek, and an analysis of the creek navigational conditions. MPPDC staff will also research public and private infrastructure and property ownership to better understand options to improve or expand working waterfront industry services within the Creek. The plan will rely on community participation to identify and discuss infrastructure needs and potential improvements for Aberdeen Creek users. Technical staff will develop cost opinions including discussion of capital improvement needs, and capacity analysis for private and public facilities.

- Spoke with Mr. Hogge and Mr. Bonnaville, watermen, about the uses and users of Aberdeen Creek in Gloucester County. Both men stated that Aberdeen Creek had a dock (assumed public) that was used for free by watermen, many private docks, and a private business (Gloucester Seafood) that was not in operation. They both indicated that the creek is popular for use by watermen (mainly during crab season), but has draft issues and needs dredging.
- Visited Aberdeen Creek and observed 3 work boats at the (public) dock, two workboats at the Gloucester Seafood site, and large stacks of crab pots on land in the parking lot near the (public) dock and on the Gloucester Seafood property (which is fenced off). Observed a workboat unloading catch onto a Seafood truck at the (public) dock and then tying up at a private dock across the creek.

Project 32129 Water Reuse

As recent changes to Virginia Water Regulations have tightened water protection and management, there is a strong need to consider maximizing local and regional water resource that may have financial benefits to localities. This project will explore water reuse, how other localities in Virginia and Nation-wide are utilizing this technique and potential economic impacts to Middle Peninsula localities. MPPDC staff will organize a Water Reuse Stakeholder Committee to discuss associated policy needs and opportunities.

- Received contract from Coastal Zone Management Program/DEQ (CZM). Contract is dated in December, but indicates a start date of 10/1/13 and end date of 9/30/2013. Contacted Beth Polak, CZM, as to whether contract can be extended to 12/31/14 to allow sufficient time to complete the project.
- Reviewed scope of work and developed a task list and timeline to proceed with the project.

32130 Aberdeen TIF

The Aberdeen Creek TIF project will explore Tax Increment Financing as a strategy to generate revenue to finance dredging and other maintenance issues associated with Aberdeen Creek. The project will entail researching TIF policies and programs implemented in Virginia and defining parameters of the program that will achieve the overall objective. The project proposes a partnership with Virginia Sea Grant to determine cost and revenue projections for proposed maintenance and subcontracting with VIMS on project design.

- Received contract from CZM. Contract is dated in December, but indicates a start date of 10/1/13 and end date of 9/30/2013. Contacted Beth Polak, CZM, as to whether contract can be extended to 12/31/14 to allow sufficient time to complete the project.
- Researched TIF policies employed by other Virginia localities. Contacted Arlington County regarding information on the TIF policy implemented in their locality.

TRANSPORTATION

Funding – VDRPT, VDOT, local match from MPPDC General Fund

Project 30209 Transportation Demand Management (TDM) Services

This program assists local commuters and employers with transportation issues. The main emphasis is on lowering the number of single occupancy vehicle commutes within and from the Middle Peninsula region through marketing and promotion of the program through local media and provision of ride matching services to commuters.

- Consulted with Laura Loding, IT services contractor, regarding status of new Rideshare website.
- Reviewed Ridematching System and evaluation matrix submitted to TDM agencies by DRPT contractor. DRPT is looking for ridematching software to replace that being used by TDM agencies outside of Northern Virginia.
- Attended Vanpool Bootcamp workshop in Fredericksburg on November 13th. This workshop was presented by the Chesapeake Chapter of the Association for Commuter Transportation.
- Convened ACT Telework Council meeting via conference call to discuss 2014 Work Plan, Telework track at National ACT Conference, public policy issues, webinar. Distributed CMAQ guidance and Public Policy Council request for CMAQ issues as well as meeting notes and draft work plan to Telework Council membership.

- Received application from White Stone resident commuting to Richmond. Matched with 2 Middle Peninsula residents whose applications had expired. Contacted commuters to determine if they were still interested in forming a carpool. Both indicated that they were. Contact information shared with all parties.
- Received application forwarded by NeckRide, NNPDC for ridematching assistance for Windmill Point resident commuting to Richmond. No match available at this time.
- Participated in conference call with Mike Norvell, SIR, DRPT Consultant, regarding Ridematching Software to be reviewed for non-NOVA TDM agencies. DRPT will be evaluating at least 6 different software vendor ridematching packages for consideration to be used by the TDM agencies outside of the Northern Virginia area. Currently these agencies, including MPPDC are using antiquated, stand alone software that cannot cross match across agency boundaries nor provide online ridematching. The current software is no longer supported by the vendor and thus cannot be repaired if corrupted.
- Received phone call from Middlesex County resident looking for transportation to employment at Gloucester County WalMart for late shift. No match available at this time.
- Consulted with Pat Collins, WXGM Radio, regarding advertisements for holiday season.

Project 30311 Rural Transportation Planning

This program provides rural transportation planning services through the Rural Transportation Planning Work Program which outlines specific tasks and goals to guide the rural planning of transportation services.

- Contacted Craig Van Dussen to discuss status and timeline for the Sidewalk Gap Study required as a part of the RTP scope of work.
- Created drafts maps for each locality in the Middle Peninsula to identify sidewalk gaps and needed infrastructure. Conducted evaluation of sidewalk gaps in Essex County per RTP program requirement.
- Attended VDOT Fall Transportation Workshop for Six-Year Improvement Plan in Fredericksburg.
- Researched Local Assistance grant for the Town of Tappahannock's improvements to the Prince Street road ending.

ONSITE REPAIR & PUMPOUT

Funding – VDCR, VRA Loan Funds, local match from MPPDC General Fund, cost sharing

Project 30420, 30423 On-Site technical Guidance Assistance and Revolving Loan Program

The On-Site Technical Guidance Program aids the Middle Peninsula localities and residents in the technical understanding and implementation of approaches to address On-Site Disposal Systems and improve water quality by assisting local homeowners with repairing failing septic systems through low-interest loans and/or grants.

- Received phone call from King and Queen County resident regarding assistance available for septic pump replacement. Consulted with Marc Longest, Middlesex County Health Department, as to whether this would constitute a repair. Finally received affirmation that a failing septic pump would render a septic system to be out of compliance with regulations and constitute system failure. Prepared paperwork and closed on funding package for \$1170 - \$585 in loan funding and \$585 in grant funding for this repair.

- Received phone call from Middlesex County homeowner regarding septic repair timing.
- Received phone call from Middlesex County homeowner regarding application for septic repair. Application mailed.
- Received phone call from Gloucester County loan client regarding past due payments and amount.
- Received phone call from septic installer regarding status of septic repair application for Mathews County client. Attempting to partner with the Virginia Department of Health to utilize their NFWF grant funding to partially fund septic repair for elderly Mathews homeowner.
- Consulted with Tammy Faulkner, Mathews County Health Department, regarding wording of septic repair permit.
- Consulted with Gary Wood, VDH consultant administering NFWF grant, regarding paperwork and procedures required by NFWF funding. NFWF grant requires 3 estimates for any septic repairs. Discussed problems that may result from this requirement.
- Received phone call from Janet Swords, AOSE, who designed septic system for Mathews County repair that may be funded in part by VDH NFWF grant. Recommended that she contact Mr. Wood to determine next steps.
- Emailed Gary Wood, VDH NFWF grant consultant, that MPPDC has everything needed except for final estimate and commitment letter for NFWF grant funds to proceed with closing on funding package for Mathews repair. Informed Mr. Wood that unless repair could proceed quickly the soil conditions at the site could deteriorate rapidly leading to having to postpone repair until summer at which time MPPDC may be out of funding and unable to assist this homeowner.
- Received second phone call from Janet Swords, AOSE, regarding Mathews County repair status. Still waiting on VDH.
- Responded to inquiry from Dave Demuth, Gloucester County Health Department, regarding whether MPPDC could provide assistance with replacement of peat in alternative septic system. Inquired as to whether VDH would issue a repair permit, if so MPPDC could provide assistance.
- Received final documentation from Mathews County homeowner to complete application for assistance. Convened Loan Committee to review application. Homeowner approved for funding of up to \$9200 - \$5500 loan at 3% interest for 119 months and \$3100 grant funding. Sent approval letter to homeowner.
- Met with Mathews County homeowner who provided updated ACH Authorization and voided check for loan payments. Homeowner is in arrears by 3 months due to closed bank account.
- Received phone call from Gloucester homeowner regarding date of closing for loan. Emailed Middlesex Title to ask them to please contact homeowner and set date for closing.
- Received application from resident referred by Middlesex Health Department who is in a “rent to own” situation. Consulting with attorney to determine who is authorized to encumber property, if needed to collateralize a loan for this repair. Tenant and homeowner were jointly given a waiver to reinstall a conventional system.
- Consulted with Julia Goens, Gloucester County Health Department, regarding denied septic repair permit and VDH NFWF funding for sewer hook-up for Gloucester homeowner.

- Received email from Gloucester County homeowner inquiring as to assistance that may be available for septic repair. Provided application, information on VDH NFWF funding for nitrogen-reducing systems, and contact information for Gloucester County Health Department.
- Closed on loan for Gloucester County septic repair.
- Executed ACH loan payments for EECBG loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients' bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 15th of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12th of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.

*Note: All WQIF grant funds have been committed. Extremely limited grant funds available from VRA loan funds that do not have to be repaid. MPPDC staff are continuing to search for additional grant funding for this program. The ability to blend loans with grants is crucial in assisting low income homeowners in correcting failing septic systems. **Remaining funding - ~\$49,300 of which a maximum of \$20,000 can be in the form of grants to homeowners.***

ECONOMIC DEVELOPMENT

Funding – EDA, local match from MPPDC General Fund, BDP Loan Program Income

Project 301702 Small Business Revolving Loan Fund

MPPDC agreed to service Middle Peninsula Business Development Partnership's (MPBDP) Small Business Loan Portfolio after MPBDP's dissolution November 30, 2011. MPPDC established a revolving loan fund and staff initiate ACH loan payments from clients bank accounts and manage the accounts. Principal repaid will be held until the Commission determines the best use for these funds as allowed by the USDA (RBEG) original lending restrictions. Interest earned will be used to offset administration costs.

- Sent certified letter to loan client whose account is in arrears. Received phone call promising payments on a regular basis. Received \$100.
- Received phone call from Gloucester loan client requesting amount outstanding and inquiring as to whether additional loan funds may be available.
- Received phone call from Gloucester loan client requesting interest only payment for December. Client has repeatedly made this request and was informed last time that, as he has never provided the financial statements and bank account statements required by the terms of his loan, these requests would no longer be considered. Client sent documentation that did not meet the standards and was informed that unless he could provide balance sheets, income and expense reports, and bank statements as required by the terms of his loan, MPPDC could not honor his request.
- Executed ACH loan payments for MPBDP loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients' bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 15th of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12th.

Project 30104 DHCD Planning Grant—VA Sea Grant Universities MP Partnership

This initiative looks to develop new partnerships with Virginia Universities participating within the Virginia Sea grant Network to enhance Virginia Universities’ impacts and value- added services to Middle Peninsula private businesses and coastal localities.

- Received notification of funding for Phase 2 of the Sea Grant University Partnership Planning Grant. Outreached to Beverley Coleman, DHCD Liaison, to schedule a pre project meeting with Troy Hartley, Virginia Sea Grant Director.
- Met with Beverley Coleman, DHCD, Neal Barber and Troy Hartley, Virginia Sea Grant to discuss project meeting needs and requirements and next steps in planning grant process.

Project 30105 Middle Peninsula Broadband Study

The EDA Broadband Initiative is a project designed to bring together Middle Peninsula counties and towns in a series of workshops with the intent of determining the proper model to follow in developing and running a broadband service in the MPPDC region.

- Set the date for the first workshop for Broadband Committee appointees for January 15, 2014 to be held at the MPPDC boardroom in Saluda, VA. Sandy. Terry, CIT will be the speaker at the first workshop where the discussion will focus on rural broadband models: what works, what doesn’t, how, and why.

Members appointed to the Broadband Committee

	Essex	Gloucester	King William	King and Queen	Mathews	Middlesex
Members		Brenda Garton		Tom Swartzwelder	Mindy Moran	
		Garry Curry			Dick Couch	
		Scott Varner			OJ Cole or Jack White (TBD)	

- Spoke with Chris Thompson, Policy Manager of the Department Community Housing Development, regarding Telecommunications Planning Grant to inquire about the Middle Peninsula’s eligibility for additional Broadband funding.

LOCAL INITIATIVES
 Funding - local dues, PDC base-funding from VDHCD and/or MPPDC General Fund. Funding for specific projects may come from locality requesting assistance.

Project 30009 Local & Regional Technical Assistance

This program responds to daily requests for technical assistance which other commission programs are unable to provide.

- Preparing NFWF grant application to provide incentives for Living Shoreline installations. Project may include Living Shoreline Insurance fund, demonstration project(s) at MPCBPAA property, and grant funding as incentive to homeowners.
- Participated in conference call hosted by Old Dominion University, staff from HRPDC, ANPDC, MPPDC, and several Hampton Roads localities to discuss possible project ideas to submit for funding to the NFWF Hurricane Sandy Coastal Resiliency Competitive Grants Program. Project ideas run from

looking at sea level rise timeline in Hampton Roads, Coastal Resiliency, Network Planning Analysis for Community Power Network Gaps Analysis, Models for Sea Level Rise on the Eastern Shore, installation of green roofs, beach replenishment & dunes construction in Virginia Beach. Virginia Beach is partnering with Wetlands Watch on several proposals and ANPDC is partnering with The Nature Conservancy.

- In response to the article by the Federal Reserve Bank regarding the decrease in population in Coastal Virginia, researched the population trends in the individual localities in the Middle Peninsula to determine the degree of change and the factors influencing the change in population in each locality.
- Submitted a re-scoped proposal of Essex County's IDA Agriculture and Forestry Industry Development (AFID) application to the Virginia Department of Agriculture and Consumer Services (VDACS) which included suggested additions, including a list of Agriculture and Forestry Industries Advisory Board members and a draft Request for Proposals to complete the plan.
- Essex County IDA received notification that the re-scoped AFID project proposal was strong and has recommended it for funding provided that prior to implementation the following occur: (1) The Essex County Board of Supervisors passes a resolution supporting the effort and stating it will consider for adoption the comprehensive strategic plan that is to be the product of this effort, (2) Representatives from the Essex County Board of Supervisors and/or Essex County Staff participate in the Advisory board overseeing and implementing this grant, and (3) The advisory board and/or Essex County IDA consult with the relevant persons from James City County and the Region 2000 PDC to benefit from their experience in undertaking similar AFID Planning Grants. Drafted a resolution to present at the December Board of Supervisors meeting to begin to address these tasks.
- Met with Jack Miller, President of VACO. Mr. Miller was recently asked to help serve on Governor-elect Terry McAuliffe's transition team. Developed a list of regional PDC issues for inclusion and review by the McAuliffe transition team. Outreached to all Middle Peninsula Local Government Administrators for comments concerning regional issues of concern.

See Coastal Community Development/Environmental- in a cost saving strategy, many activities such as the monthly meeting of the local government administrators have been shifted away from using local funds)

Project 30015 Tappahannock Comp Plan Update

The Town of Tappahannock has contracted for the Planning District Commission to provide technical planning support for the Town of Tappahannock's Planning Commission as they go through their 2014 Comprehensive Plan Update Process. Every jurisdiction in Virginia is mandated by Virginia Code Section 15.2-2223 to create and adopt a comprehensive plan that outlines a vision for the future of the community with a twenty year planning horizon.

- Researched and analyzed statistical data on trends and projections on the community for the Comprehensive Plan update.
- Convened a meeting with the Essex –Tappahannock Comprehensive Plan Update Steering Committee on December 4th and commenced discussion and changes to Population and Land Use sections of Town of Tappahannock and Essex County Comprehensive Plans.

Project 30016 Essex Comp Plan Update

Essex County has contracted for the Planning District Commission to provide technical planning support for the Essex County Planning Commission as they go through their 2014 Comprehensive Plan Update Process. Every jurisdiction in Virginia is mandated by Virginia Code Section 15.2-2223 to create and adopt a comprehensive plan that outlines a vision for the future of the community with a twenty year planning horizon. Along with the Comprehensive Plan, Essex County has contracted for the Planning District Commission to lead the Planning Commission in discussions regarding the future preparation of a Capital Improvement Plan (CIP), and prepare a Virginia Enterprise Zone Designation (VEZD) application for the County. The Virginia Enterprise Zone (VEZ) program is a partnership between state and local government in which both parties seek to improve economic conditions within designated localities. The program is meant to complement additional local, state, and federal economic development activities to create an improved climate for private sector investment and to focus limited resources on strategically targeted areas. A proposal will be submitted on behalf of the locality by the deadline of June 28th, 2013 using the Department of Housing and Community Development Centralized Application Management System (CAMS).

- Researched and analyzed statistical data on trends and projections on the community for the Comprehensive Plan update.
- Convened a meeting with the Essex –Tappahannock Comprehensive Plan Update Steering Committee on December 4th and commenced discussion and changes to Population and Land Use sections of Town of Tappahannock and Essex County Comprehensive Plans.

HOUSING

Funding –Housing Loan Program Income

Project 300132 Energy Efficiency and Conservation Block Grant (EECBG)

Summary: Governor Timothy Kaine announced on October 6, 2009 that \$9.7 million in Energy Efficiency and Conservation Block Grants (EECBG) would be distributed on a competitive basis to small local governments. Virginia's 21 Planning District Commissions administered the program and assisted localities in the development of proposals which were ranked and awarded by the Department of Mines, Minerals and Energy (DMME). The program emphasizes a community-based approach to help meet energy and climate protection goals. MPPDC was awarded a contract to provide weatherization renovations to 12 homeowners ineligible for LMI weatherization programs in each of the 6 counties. MPPDC subcontracted the promotion and construction portions of this project to Bay Aging but is tasked with administering the overall project. MPPDC is administering the revolving loan program per DMME.

- Received phone call from loan client regarding letter received from auditor Michael Aukamp, Dunham, Aukamp and Rhodes, regarding confirmation of loan balance. Explained that he was MPPDC's auditor and was spot checking to determine whether our books were accurate as to the amount owed. Client affirmed that the amount listed was the amount on her amortization schedule and that she would so indicate and return letter to auditor.
- Executed ACH loan payments for EECBG loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients' bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 15th of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12th of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.

EMERGENCY SERVICES

Funding - Pending

In response to the Commission's work plan to address emerging emergency management issues, MPPDC staff prepared an application to the Federal Emergency Management Agency for a proposal for *Staffing for Adequate Fire and Emergency Response Grants (SAFER)*. Unfortunately, only King and Queen County was able to provide the required information for submittal. Each locality identified a reason for not being able to respond. Two of the local Emergency Coordinators and MPPDC staff had a difference of opinion as to submittal eligibility. MPPDC staff contacted the SAFER RFP staff and was advised that "As long as the locality was not duplicating efforts they could participate in another proposed project". Some localities were unable to respond. MPPDC amended the proposal and submitted singularly for King and Queen County.

Project 31201 Middle Peninsula All-Hazards Mitigation Plan Update (Reported under Mandates)

AGENCY ADMINISTRATION

Funding - Indirect cost reimbursements from all PDC projects

300091 MPPDC Administration

Administrative services provided to MPPDC programs. Planned FY13 Indirect Cost rate =50%

- Prepared vouchers, processed A/P, processed payroll, processed deposits and balanced bank accounts. Prepared MPPDC monthly financial statements.
- Consulted with Michael Aukamp, Dunham, Aukamp and Rhodes, informing him that the FY13 Audit had been accepted by the Commission and requesting a final copy be forwarded both in digital and printed format for distribution to funders as required.
- Prepared one pager on the effect on PDCs of increasing number of state agencies' policy not allowing indirect cost reimbursement or utilization of indirect costs as matching funds.

CLOSED FY14 PROJECTS

30426 DCR WQIF Septic Repair Funding

The Middle Peninsula Planning District Commission Regional On-Site Wastewater Treatment and Disposal Funding Program targets known failing septic systems which impact the surface and ground water of the Rappahannock, York and Coastal Watersheds. The program works directly with the Three Rivers Health District and Middle Peninsula localities to identify failing septic systems and offer financial assistance to homeowners to repair/replace these failing systems. WQIF funds are to be used to install and/or repair failing septic systems. Grants funds, blended with low-interest loans from the MPPDC On-Site Revolving Loan fund, will be used to assist homeowners in paying for these systems. An Easement and Landowner Agreement requiring that property owners accept responsibility for the manufacturer recommended maintenance of these systems for their lifespan is required for WQIF funding. Funding will also be used to assist low-mod Middle Peninsula homeowners to comply with Chesapeake Bay regulations to pump their septic systems every 5 years.

Projects 320081 PAA Perrin Wharf Construction

The Middle Peninsula Middle Peninsula Chesapeake Bay Public Access Authority recently acquired ownership of the 320 ft Perrin River wharf in Gloucester County from VDOT. The Perrin River exists as the urban working waterfront for the county and the Perrin River wharf is traditionally used by commercial watermen for vessel moorage. This project serves as a revitalization of the urban waterfront-commercial seafood hub for Gloucester County. With the recent closure of several key docking locations, up to 25 commercial workboats have been displaced and are rafting at the Perrin Wharf. This project will revitalize and reorganize the public wharf moorage space. The current moorage space is unorganized. Vessels now tie up parallel with the pier, making inefficient use of public space. Rafting is also used, but is not as safe as slip mooring. This project will reorganize the pier by installing 10 new slips, 4 finger piers, an ADA approved ramp, and ADA parking spot, and a port-a-potty to assist with access, mooring, off loading, and sewage disposal.

Project 32009 Lands End Master Plan

In February 2013, the MPCBPAA was gifted 96.81 acres of waterfront property located on the Severn River in Gloucester County. This Severn River property consists of twenty-one parcels, three of which have dwellings. While much of the property is pristine coastal ecosystem, including densely forested mixed hardwood and pine trees, and tidal wetlands, the three dwellings on this land present new management issues for the MPCBPAA. The MPPDC is partnering with the MPCBPAA to develop a preliminary management plan for the Severn River property that meets the goals of the MPCBPAA while maximizing water access, outdoor recreational, and community needs. With the development of a community stakeholder group, MPPDC staff will facilitate discussions and work towards developing an approach to creating a final management plan for the Severn River Property. The preliminary management plan will include potential management options, needed actions, as well as draft management goals and objectives for the Severn River Property.

Project 32122 Living Shorelines

On April 29, 2011 legislation was approved directing The Virginia Marine Resource Commission (VMRC), in cooperation with the Department of Conservation and Recreation and with technical assistance from the Virginia Institute of Marine Science (VIMS), to establish and implement a general permit regulation that authorizes and encourages the use of living shorelines as the preferred alternative for stabilizing tidal shorelines in the Commonwealth. "Living shoreline" means a shoreline management practice that provides erosion control and water quality benefits; protects, restores or enhances natural shoreline habitat; and maintains coastal processes through the strategic placement of plants, stone, sand fill, and other structural and organic materials. VMRC, with assistance from VIMS, is developing a general permit which can expedite the permitting process as an incentive to encourage property owners to select the "preferred alternative" for stabilizing tidal shorelines in the Commonwealth. This proposal will serve as a feasibility study and offer a potential design for a publicly sponsored water quality improvement-living shoreline revolving loan construction program. MPPDC staff will work with the Virginia Resource Authority, Department of Environmental Quality, Federal Agencies as well as legal counsel to explore an administrative program design and options for capitalizing a revolving loan program within the Middle Peninsula to encourage living shoreline construction by Middle Peninsula homeowners.

- Consulted with Beth Polak, CZM/DEQ, regarding final report. Made changes as requested and resubmitted report and posted amended report on MPPDC website.

Project 32125 Floating Structures

As a result of a proposed "Oysterplex" in King and Queen County, which included two floating structures in open water used for commercial use rather than residential use, new permitting, regulatory, and jurisdiction questions were raised. Therefore MPPDC staff will: (1) review the lessons learned with the proposal approval of the Oysterplex, (2) create a Floating Structures Committee to discuss permitting barriers related to process for future applicants as well as strategies for possible guidance for permitting of floating commercial structures

in the future, and (3) the committee will work to develop the necessary policy and guidance to include local planning administrators /departments in the Joint Permit Application process.

Project 33000 Middle Peninsula Comprehensive Economic Development Strategy

The purpose of this project is to develop a Comprehensive Economic Development Strategy (CEDS) for the Middle Peninsula. The CEDS process will be extremely valuable for the region as a means to tie together the many activities and plans of 9 jurisdictions (6 counties and 3 towns) and also to identify and prioritize cross-region initiatives. The last Regional Economic Development Strategic Plan was completed in March 2002. The past ten years have witnessed significant changes in the region's demographics. The increase in population has also created demand for services and infrastructure development. There is also an interest in sustaining traditional trades such as fishing and agriculture.

1301 Mathews Heritage Park

Mathews Heritage Park was donated to the Middle Peninsula Chesapeake Bay Public Access Authority (PAA) in 2010 and is a 9.119 acre waterfront parcel located on Field Point Road in Moon, Mathews County, Virginia. As designated in the Deed of Gift with Declaration of Restrictions, the property can only be used as a nature park and waterfront center for the purpose of teaching about the history of the people of Mathews County, Virginia and the ecology of the land and the surrounding waters, including, but not limited to, teaching skills associated with the traditional trades and crafts of the people of Mathews County, Virginia including farming, fishing, boat building, seamanship, navigation, sailing and rowing. In 2011 a grant with the National Park Service Rivers, Trails and Conservation Assistance Program (RTCA) was awarded to the PAA to provide guidance in water access and park planning; facilitation of a planning process that merges the various ideas of community stakeholders, resolves past conflicts, and gains consensus on a vision, goals, and management approach for the site. The outcome of the grant is expected to be a management plan for the park.