



# MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

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## COMMISSIONERS

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Hon. Margaret H. Davis  
Hon. Edwin E. Smith, Jr.  
(Treasurer)

### Town of Tappahannock

Hon. Roy M. Gladding

### Gloucester County

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Hon. John Northstein  
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(Vice Chair)  
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Mr. Eugene J. Rivara  
Hon. Otto O. Williams

### Town of West Point

Mr. John B. Edwards, Jr.  
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### Mathews County

Hon. O. J. Cole, Jr.  
Mr. Thornton Hill  
Hon. Charles E. Ingram  
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### Middlesex County

Mr. Charles M. Culley, Jr.  
Hon. Elizabeth Hurd  
Hon. Wayne H. Jessie, Sr.  
Mr. Kenneth W. Williams

### Town of Urbanna

Hon. Donald Richwine

### Secretary/Acting Director

Mr. Lewis L. Lawrence

## MEMORANDUM

**TO:** MPPDC Board of Commissioners

**FROM:** Lewis Lawrence, Acting Executive Director 

**DATE:** February 16, 2012

**RE:** February Commission Meeting

The Middle Peninsula Planning District Commission will host its regular monthly meeting on Wednesday, February 22, 2012, in the Regional Board Room at the Middle Peninsula Planning District Commission office in Saluda at 7:00 p.m.

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 at [LLawrence@mppdc.com](mailto:LLawrence@mppdc.com).

I look forward to seeing you on February 22<sup>nd</sup>!

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***Middle Peninsula Planning District Commission***

**Regular Monthly Meeting**

**7:00 P.M.**

**Wednesday, February 22, 2012**

**Saluda, Virginia**

1. Welcome and Introductions
2. Approval of January Minutes
3. Approval of January Financial Report
4. Executive Director's Report on Staff Activities for the Month of February
5. Public Comment

**AGENDA ITEMS FOR DISCUSSION**

1. Virginia Department of Housing and Community Development: Community Development Block Grant Priorities
2. Working Waterfront Infrastructure
3. General Assembly Legislation
4. Chesapeake Bay TMDL Status
5. RTP Scope of Work/Rural Work Program
6. March Quarterly PDC Meeting
7. Other Business
8. Adjournment

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## MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

January 25, 2012

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, January 25, 2012, at 7:00 p.m. MPPDC Chair Louise Theberge (**Gloucester County**) welcomed everyone in attendance.

Commissioners in attendance were:

(**Essex County**) David Whitlow; (**Gloucester County**) Dr. Maurice Lynch; (**King and Queen County**) Sherrin Alsop, Jim Milby, Jr.; and Tom Swartzwelder; (**King William County**) Travis Moskalski, Eugene Rivara, and Otto Williams; (**Mathews County**) O. J. Cole, Jr., Tim Hill, and Charles Ingram; (**Middlesex County**) Elizabeth Hurd and Wayne Jessie, Sr.; (**Town of Urbanna**) Mayor Donald Richwine; and (**Town of West Point**) John Edwards and Charles Gordon.

Guests in attendance were Norfolk District Office Army Corps of Engineers Chief of Planning and Policy Branch Mark Mansfield and staff - Doug Stampler, Christi Gomaz, and Holly Carpenter; Scott Hardaway, VIMS; Tom Chillemi, Reporter for Southside Sentinel; Whitney Hurst and two media specialists *Al Jazeera America*, and citizens from the region. Middle Peninsula Planning District Commission staff in attendance were Acting Executive Director Lewis Lawrence, Administrative Assistant Beth Johnson, Secretary Rose Lewis, Planner Clara Meier, and Planner Harrison Bresee.

Chair Theberge said that there was a request that Agenda Item #7 be moved between Agenda Items #1 and #2 to allow the Army Corps of Engineers staff to present their report and free seats in the Board Room for other visitors. There were no objections from the Board.

### **Presentation on the 2011 Middle Peninsula Shallow Draft Navigation and Sediment Management Plan by Mark Mansfield, Chief of Planning and Policy Branch, Department of the Norfolk District Army Corps of Engineers**

Mr. Mark Mansfield, Chief of Planning and Policy Branch of the Norfolk District office of the Army Corps of Engineers said that there are 17 federal navigation shallow draft channels located in the six counties of the Middle Peninsula Planning District area. They are federal channels which the Army Corps of Engineers have historically operated and maintained. Those channels are operated and maintained with funding provided in the federal budget.

Mr. Mansfield explained the current federal budget in terms of shallow draft dredging. Shallow draft is defined (by the Army Corps of Engineers) as less than 20 feet in depth. In the Corps of Engineers FY11 federal budget, funding was allocated to dredge seven draft shallow projects totaling \$5.8M. None of those seven projects were located in the Middle Peninsula. Mr. Mansfield said that the FY12 budget

was signed by President Obama on December 23, 2011 with three draft shallow projects to be included in the budget totaling \$3.4M. Again, none of those projects are located in the Middle Peninsula. The President's budget for the FY13 program is scheduled to be released in early February 2012. Mr. Mansfield said that he cannot discuss numbers out of a budget that has not been released yet, but he did say that the trend of federal participation over the last several years has been declining.

Mr. Mansfield said that the last time in which the Army Corps of Engineers worked on projects in the Middle Peninsula was in 2010. Funding was received from the American Recovery Reinvestment Act to dredge Hoskins Creek (Essex County) in 2009, Queens Creek (Mathews County) in 2009, Broad Creek (Middlesex County) in 2010, and Winter Harbor (Mathews County) in 2010. Mr. Mansfield said the presentation this evening represents an opportunity for this region to look at how the Army Corps of Engineers will manage the dredging of these projects in the future. The shallow draft dredging provides a number of tonnages of products that move through waterways every year and provides many opportunities that contribute to the quality of life that we enjoy in this part of the Commonwealth.

Dr. Maurice Lynch asked if the names of the areas or channels to be dredged come from the Corps or Congress. Mr. Mansfield said "both." The Corps is authorized to maintain the channels but the funding comes from Congress. Mr. Mansfield said that the Corps gets a minimum amount of money in the President's budget but Congress has the opportunity to make their thoughts known with respect to funding as well. The Army Corps of Engineers did not receive any funding in FY11 or FY12 to do any of the 17 projects in the Middle Peninsula. Dr. Lynch asked Mr. Mansfield if the Corps asked for funding for certain things. Mr. Mansfield said that the Army Corps of Engineers does not ask for money but expresses a capability to provide services.

Mr. Doug Sampler, Engineer of the Army Corps of Engineers, said that the 17 channels in the Middle Peninsula are Rappahannock River (the longest project between the Middle Peninsula geographic area and the Northern Neck), (Tappahannock) Hoskins Creek; (Gloucester County) Aberdeen Creek, (Mathews County) Queens Creek, Milford Haven, Winter Harbor, Horn Harbor, Davis Creek; (Middlesex County) Parrotts Creek, Urbanna Creek, Whitings Creek, Mill Creek, Locklies Creek, Broad Creek, and Jackson Creek; (King and Queen and King William-both share) Mattaponi River, and (King William County) Pamunkey River. The 17 channels are included in the study and the question is what might be done to combine the projects in such a way that the total cost of dredging over a long period of time could be reduced. Mr. Sampler said that generally if a project is accomplished on an "as need" basis, it can be more expensive than an overall plan to manage the 17 projects together to get a lower cost.

Mr. Sampler said that the Army Corps of Engineers has worked with the MPPDC staff and the Virginia Institute of Marine Science to identify the shorelines that

may be associated with the federal navigation channels that might have the capability to receive some sand. Mr. Sampler reviewed each sediment management shoreline placement site within the Middle Peninsula Chesapeake Bay Public Access Authority geographic boundary. Mathews County has funding through the Corps of Engineers from a national program called Regional Sediment Management. The Corps is working with Mathews County and VIMS on this study to find ways within Mathews County to expand ideas beyond this study to see if there is a better way to use sediments within the federal channels. Generally within the Corps of Engineers, they look for the least cost environmentally acceptable way of placing material.

Mr. Sampler said in their study instead of dredging each creek by itself, they looked to see if they could combine the creeks so that the costs of an individual project's burden could be reduced. Navigation projects with willing partners and stakeholders were passed through a series of screens to see which projects are compatible with each other. The screening process includes willing partners and stakeholders, distance between projects, timing of funding, construction techniques being compatible, and natural resource restrictions. Once passed through the screening process, a cost analysis is examined. There may be some cost savings by combining two projects together.

Mr. Lewis Lawrence, MPPDC Acting Executive Director, said Congressman Wittman approached the region about two years ago recognizing that the federal funding model for dredging projects of yesterday isn't going to be the model of tomorrow. So, in recognizing that we have to find a better way to do more with less, he knew that the cost of dredging projects is very important. With Congressman Wittman's direction of working with the Corps, that put the MPPDC and the Public Access Authority in the dredging planning business. Congress Wittman was very interested in seeing if there was a better way to coordinate projects to save the federal and state taxpayers money.

Mr. Lawrence said that one other component that was outside of this study was non federally maintained channels. There are creeks in the Middle Peninsula that are not federally maintained. As a part of the study, documentation needed to be developed to advise citizens how to approach dredging if their creek or channel is not on a federally maintained list. The *Users Guide to Dredging in Tidewater Virginia* was distributed last month. Citizens can use this document to assist them with dredging problems in their communities. Mr. Lawrence said that two components were included in the study and they are of equal importance.

Chair Theberge asked if there were any questions. Mr. Charles Ingram asked if there was a difference in price of dredging and putting rock down. Mr. Sampler said that they are two different types of projects and Corps did not evaluate bringing in rock as part of the solution on the shorelines. Mr. Sampler said that if that is something the MPPDC or property owner would like to entertain, that would have to be priced out separately. Mr. Mansfield said that if a project is dredge, how

do you dispose of the material. What was alternatively done was to look at the cost of putting the material on a beach. Different options of sand versus rock were not examined, but the cost of using the sand as a resource to put on the beach as a by-product of the dredging was examined.

Mr. Ingram said that he has seen Winter Harbor dredged three times. He said that if rock was there, maybe it wouldn't need to be dredged but every forty years. Mr. Sampler said that what has happened is that the Corps has gone to performance based budgeting and the nature of that has changed how the Corps does business. Congress has delegated to the Corps the authority to authorize projects under its own abilities if they meet certain criteria. Years ago, with projects on the Middle Peninsula it was cheaper to come in frequently to dredge than to have the upfront cost of putting in a jetty. Since that time, things have changed.

Mr. Tim Hill asked whether Queens Creek was combined with Winter Harbor. Mr. Sampler said that Hoskins Creek, Queens Creek, and Winter Harbor were combined together. The Corps tried to incorporate Broad Creek but Broad Creek didn't meet the screening process and it had to be contracted out separately from the other projects.

Mr. Mansfield said that the sinking fund cost would be approximately \$1.6M for maintaining on an annual basis the 17 creeks. The associated sediment fee was approximately \$110,000. If these projects are to be maintained in the future, someone has to fund the projects for approximately \$1M to \$750,000 a year. Mr. Lawrence said that the staff of the Public Access Authority is working on understanding how other coastal communities on the West Coast, East Coast, and the Gulf pay for dredging projects and debris removal projects. Mr. Lawrence said that the cost is so large that it has to be on an annual cost basis and we have to look at models on how to capitalize a program. A lot of communities have established public dredging authorities. Middlesex County is setting aside general fund dollars to create a fund to manage some of the dredging costs and offer it up as matching funds later. Mr. Lawrence said that we will look at how other communities are funding their dredging projects, how is their framework consistent with our framework in the Middle Peninsula, how the cost is applied fair and equitably to the citizens who are going to benefit from that project.

Mr. Mansfield said that it's an awesome opportunity and challenge and this is a way of life in the part of the Chesapeake Bay. He said that the Corps greatly enjoyed working with the MPPDC staff and staff has been very cooperative. Congressman Wittman requested that this dredging be done two years ago.

Mr. Otto Williams wanted to know when more dredging will be done on the Mattaponi. Mr. Mansfield said that usually user groups will express a need or a problem. Mr. Sampler said that the user groups usually act through the local sponsor, mainly the county administrator or by a board action or request. Mr. Mansfield said that the requests are called project condition surveys that come by

way of letter from the county sponsor and request to be put on the inventory to have the channel surveyed.

Chair Theberge thanked Mr. Mansfield, Mr. Sampler, and Army Corps of Engineers staff for their presentation.

### **Approval of December Minutes**

Chair Theberge asked whether there were any corrections or changes to the December Minutes. There were no corrections or changes to the December Minutes. Chair Theberge requested a motion to approve the December Minutes as distributed. Dr. Maurice Lynch moved that the December Minutes be approved. Mr. David Whitlow seconded the motion; motion carried.

### **Approval of December Financial Report**

Chair Theberge asked whether there were any questions regarding the financial report before being approved subject to audit. Chair Theberge requested a motion to approve the December Financial Report subject to audit. Sherrin Alsop moved to approve the December Financial Report subject to audit. Otto Williams seconded the motion; motion carried.

### **Executive Director's Report on Staff Activities for the Month of January**

Chair Theberge requested that Mr. Lewis Lawrence, Middle Peninsula Planning District Commission Acting Executive Director, review the Executive Director's Report on Staff Activities for the month of January. 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. Lewis Lawrence, MPPDC Acting Executive Director, reviewed the Executive Director's Reports for January as follows:

#### **1. Project 32007 Middle Peninsula Chesapeake Bay Public Access Authority**

Regional Planner spoke with Ms. Ursula Lemanski from The National Park Service Rivers and Trails Program about her role as a mediator for the Mathews Heritage Park in Mathews, County. In terms of RTCA's role, specific assistance was requested 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." We resolved to set up a timeline for the process in January, 2012.

Mr. Lawrence said that about a year and a half ago, a private landowner in Mathews County donated land to the Public Access Authority to create a

Mathews Heritage Park. There was interest as to how that land would be managed long-term for the benefit of Mathews County citizens. The Public Access Authority asked The National Park Service for assistance in developing a management plan that is consistent with the wishes of the donor. The Public Access Authority applied for funding and was awarded that funding.

**2. Project 32118 Virginia Coastal Zone Management Program**

Received a phone call from Ms. Tanya Denckla Cobb, Associate Director of the Institute for Environmental Negotiation (IEN) at the University of Virginia, concerning a project funded by Virginia Sea Grant and administered by IEN at UVA. The project focuses on local public policy concerns associated with sea level rise and local governments' responsibility to protect public health safety and welfare as well as to gauge the public's wiliness and understanding related to private and public service and mitigation costs. Project will focus on local concerns in Gloucester and Mathews Counties.

University of Virginia's interest in this project is to look at the local public policy concerns associated with sea level rise and local government's responsibility to protect public health safety and welfare and engage (the new component to the project) the public's willingness and understanding related to private and public service mitigation costs. Mr. Lawrence said, if there are additional new costs for living in a high hazard area, how will citizens respond to that notion of maybe having to pay for those services in the future? With the greater frequency of storm events, alternative ways need to be looked at how services can be delivered and the public's willingness to pay for the services.

**3. Project 32202 Working Waterfronts Coalition**

Developed an MOU between the Middle Peninsula Planning District Commission ("Lead PDC"), acting as management agent on behalf of the Northern Neck Planning District Commission and the Accomack-Northampton Planning District Commission for the purposes of meeting the deliverables.

Mr. Lawrence said that this project is of interest to all coastal communities. If we lose our working waterfronts, we lose our cultural identity. One project that the MPPDC, through the Public Access Authority, has been working on for several years is how to preserve working waterfronts. A Working Waterfront Coalition is being proposed that will be administered by the Middle Peninsula PDC, Northern Neck PDC, and Accomack-Northampton PDC. The idea is to work directly with business owners who own working waterfronts and commercial watermen to give them a voice to talk about challenges and common interests as a whole and to see if there are any suggested legislative improvements that the General Assembly may be able

to consider at the next session and/or changes which the local governments may want to implement locally to assist in preserving the waterfront industry.

**4. Project 30420, 30423, 30426 On-Site technical Guidance Assistance and Revolving Loan Program**

Septic Pumpout as of January 17, 2012

Applications Mailed	72
Approved Vouchers	56
Completions	40

**Approved by County**

Essex	12
Gloucester	14
King and Queen	05
King William	06
Mathews	05
Middlesex	14

Mr. Lawrence said that the Chesapeake Bay Act requires that septic systems be pumped out every five years. There are septic systems in the Middle Peninsula that are failing. Citizens from all counties in the Middle Peninsula are requesting septic system repairs or pump outs. MPPDC offers grant funds and/or loans for septic repairs.

**5. Project 33000 Middle Peninsula Comprehensive Economic Development Strategy**

The March 2002 Virginia's River County Economic Development Plan was reviewed for progress against the upcoming development of a regional 2012 CEDS plan. The last Middle Peninsula Regional Economic Development Strategic Plan was completed in March 2002 by Virginia's River Country in accordance with the provisions of the Regional Competitiveness Act (Title 15.2, Chapter 13, Section 15.2-1306 through 1310). This plan outlines those regional actions and activities necessary to promote economic prosperity in harmony with our heritage and environment. Twelve regional projects were identified as important regional economic development strategies. Over the last 10 years, the region has advanced 11 of the 12 strategies forward.

Mr. Lawrence thanked the local Boards for CEDS appointments. Most Boards have made the appointments. The CEDS program is an important economic initiative that the region is going to be taking for the next 12-18 months. The CEDS process is funded by the Economic Development Administration.

Chair Theberge asked whether there were any questions or comments regarding the Executive Director's Report. There were none.

### **Review of MPPDC Commissioner Handbook**

Mr. Lawrence said that as a part of the strategic report that the Commission undertook this past year, one of the strategic themes was that the Commission as a whole should have the opportunity to understand the work of the Commission. A MPPDC Handbook was distributed to each Commissioner. Included in the handbook is a Commissioner's Priorities sheet that is to be returned to the MPPDC office by February 22, 2012. Mr. Lawrence said that he will use the information to assist in developing the annual work program.

### **Public Comments**

Chair Theberge opened the meeting for public comments and reviewed the rules of the public comment participation.

Board member Dr. Maurice Lynch requested to make a comment. He said that he was very pleased with the way Mrs. Betty Lucas backed her comment up with a very extensive written document at the last MPPDC meeting. It gives the Board a chance to read and understand at everyone's leisure. Chair Theberge said that the public is welcome to bring written text.

- (1) Ms. Carol Bova, Mathews County. Ms. Bova wanted to talk about climate change. Chair Theberge informed Ms. Bova that climate change was not a December or January agenda item.
- (2) Mrs. Trudy Feigum, Middlesex County. Mrs. Feigum wanted to address an article that was written in the *Washington Post*. Chair Theberge informed Mrs. Feigum that the article was not a December or January agenda item. Mrs. Feigum gave Chair Theberge a written comment.
- (3) Mr. Tom Feigum, Middlesex County. Mr. Feigum said that since the speakers are not allowed to speak tonight, he will not be speaking. He thanked Chair Theberge for the opportunity to drive 40 miles to do so.
- (4) Mrs. Betty Lucas, Dunnsville, made comments and provided the Board with a handout relevant to the December 14, 2011 MPPDC meeting. Mrs. Lucas addressed the January agenda item #10-Update on Locality Response for the Chesapeake Bay TMDL Phase 2.
- (5) Ms. Tricia Stall, Mathews County, wanted to address the environment. Chair Theberge informed Ms. Stall that the environment was not a December or January agenda item.

Chair Theberge recessed the meeting due to disorderedly conduct by Ms Stall. MPPDC staff summoned Middlesex County law enforcement to bring order back to the public meeting.

Public Comment documents were received by staff.

Chair Theberge reconvened the meeting and the Public Comment period was now closed.

***Presentation and Consideration of the Middle Peninsula Long Range Transportation Plan by Clara Cieri Meier, Regional Projects Planner***

On November 2011 at the MPPDC meeting, Mrs. Clara Cieri Meier, MPPDC Regional Projects Planner, gave an overview of the Regional Long Range Transportation Plan. The MPPDC 2035 Regional Long Range Transportation Plan provides a blueprint for the development and maintenance of a rural transportation system that supports existing and projected travel demands to the year 2035 and complements previously established metropolitan area plans throughout the State. The Technical Report provides details on the identification of existing transportation needs, forecasting of future travel demands, identification of future travel needs, and the development of transportation improvement recommendations for the region's transportation system. Recommendations were developed to satisfy both current and future needs.

Mrs. Meier said the Plan was developed as a cooperative effort between VDOT, MPPDC, and localities as a task under the rural transportation planning program. The Plan has been in the developing stage since 2006 through 2011. The purpose was to evaluate the region's rural transportation system and recommend a set of transportation improvements with a planning horizon of twenty years.

The Transportation Plan was developed as a part of a structured approach which includes development of regional transportation goals and objectives, public involvement, data compilation and collection, data analysis, identification of transportation deficiencies and recommendations, and environmental overview. Mrs. Meier said census data that was used to determine trip origins and destinations helped in determining the areas where the greatest demands for improvements may take place, roadway accident data, information from local comprehensive plans, regional bike plan, previous plans, and traffic count data.

There were two categories of engagement- local and public engagement. Local engagement involved the Regional Transportation Committee with participants from the local level appointed by jurisdiction that met 1-3 times per fiscal year as warranted. Participating members of the Committee included County Administrators and local Planning staff. Public engagement involved two public meetings held in the early process to get the public's input on areas of concern and another at the end of the process to gather comments on the draft Plan. The public

comments and responses to those comments are listed in the Plan's technical report. The Regional Transportation Committee identified 20 detailed study locations for future projects. From the study locations many recommendations emerged.

Mrs. Meier said the Regional Transportation Committee would like for the MPPDC to consider adopting the Plan documents as a regional and local transportation planning tool. The Plan may assist localities with updating transportation sections of comprehensive plans, with developing priority projects for the draft Six-Year Improvement Program, and to illustrate transportation infrastructure deficiencies that have been studied.

Chair Theberge asked if there were any questions from Board members.

(1) Mr. Otto Williams said Hanover is having problems with turn lanes.

Hanover redesigned the intersection with a separate turn lane. The bigger problem is in planning and designing engineers do not design with consideration of the new designs of the vehicles on the road. Mr. Williams said the problem is seen with mostly older intersections so when the engineers design intersections, they should take into consideration the problems at the old intersections.

(2) Mr. Charles Gordon said he would like to make a comment. In West Point when they put the new freeway through Town, they built in the same problem that is in Tappahannock behind the drug store on King William Avenue and 14. They also have a street that goes through to the mill that was not on the plans in the beginning where cars cannot cross over the median to go to Hardees and other places because it has created a lot of problems and in making a left turn off of 14 onto Kirby Street in the afternoon a left turn cannot be made because of the mass amount of traffic on the bridge and close off the areas to enter the Town from that particular side. Mr. Gordon said they have multiple problems in West Point that no one has taken seriously and he wonders what is going to happen in the future. Problems are due to engineering design and planning.

Mrs. Meier said she invites anyone or their staff to send her a memo of any transportation issues in their locality so that she can have a record of them. Mr. Lawrence said local governments are preparing to submit the Plan to VDOT Six Year Plan and staff will be providing a master table with projects that VDOT has identified, projects from local governments, and regional projects.

(3) Mr. Donald Richwine said the designers and engineers were faced with a cluster of political and business influences as to how much property can be taken from the corners and what roads will be like. The intersection in Tappahannock has been there for a very long time and it probably cost too much money to buy people out. Mr. Richwine said in West Point there is plenty of room on the main street going through to make turns but where the

Hardees is and leaving the lot and rerouting trucks under the bridge was never foreseen by the designing engineers. There is a lot of politics in the decision making and property values that have caused a lot of problems.

Mr. Gordon said during the project people were not heard. People from the Middle Peninsula including, Lancaster and Northumberland counties, who were against the road coming through West Point.

- (4) Mr. Eugene Rivara said some of the recommendations and solutions are being made but that is taking money in which VDOT is giving to the localities then taken away from the localities and localities can't fund the solutions because it'll be taking away from other projects. Mr. Rivara said the report shows one long term recommendation for Herrin Creek Bridge in King William is to be replaced but it has taken six years and it'll probably be another two years before it will happen. Mr. Rivara said the Plan has some great short and mid-term recommendations but how can local officials push VDOT to do the recommendations but not have the expense fall on them.

Mrs. Meier said the localities make all of the final decisions on what the dollars will be used for in their locality. These are recommendations that came out of the study but if there is something that is a higher priority in your locality, the decision will be up to your locality as to what the dollars will be used for in their locality.

Chair Theberge requested a motion to accept the 2035 Regional Long Range Transportation Plan. Mr. Donald Richwine moved to accept the Plan. Mr. Eugene Rivara seconded the motion; motion carried.

### **Legislative Issues and Updates-Open Commission Discussion**

Mr. Lewis Lawrence distributed the MPPDC Legislative Tracking Tool instruction sheet to the Board members. The steps in accessing the MPPDC tracked legislation are:

- (1) [www.Richmondsunlight.com](http://www.Richmondsunlight.com)
- (2) Select tools (see the top header bar)
- (3) Select Public Portfolios (from the drop down menu)
- (4) Scroll down the list and select MPPDC for legislation being tracked

Mr. Lawrence said there are 50-60 Bills which staff are tracking and many are Bills which the Middle Peninsula county administrators, elected officials, or MPPDC staff suggested. Mr. Lawrence said Clara will be glad to add any Bills you desire to have listed. At this site, a person can click on the status of a Bill, where it is progressing through the sub-Committees, what the general public thinks about the Bill, or Commissioners can vote on a Bill to support the Bill or not. The larger the word on a page it means the more interest has been generated by that Bill.

Chair Theberge opened the floor up for Board discussion on legislative issues or particular Bills and updates.

1. Mr. Tom Swartzwelder said King and Queen County would like some thoughts and input from the Commission on the removal of the Sunday hunting ban. King and Queen County Hunt Clubs and citizens support keeping the Sunday hunting ban.
2. Mr. Tim Hill said that in Mathews County it seems to be the reverse. Hunters see it as letting their dogs run loose another day.
3. Mr. Eugene Rivara said Senator Northam was at the King William Ruritan meeting and he supports abolishing the Sunday ban.
4. Mr. Tom Swartzwelder said Senator Northam “sort of” supports the Sunday ban. A new version in the Senate allows the property owner more say in the matter and not allowing dogs running on Sunday.
5. Mr. Donald Richwine said in the local paper there are at least two letters each week regarding the Sunday hunting ban.
6. Chair Theberge said it has not been brought to the attention of her Board of Supervisors nor has she received any phone calls.
7. Dr. Maurice Lynch said he received five or six letters for support of both sides. There is a lot of interest in the hunting ban.
8. Ms. Sherrin Alsop said she and other King and Queen County Board of Supervisors have received calls from hunt clubs supporting “no hunting on Sunday.” Ms. Alsop said that she had noticed that King and Queen County hunt club members tend to be people who live in King and Queen and if others are coming in from other areas, they may feel differently.
9. Dr. Maurice Lynch said that a lot of folks probably go to church on Sunday mornings.
10. Mr. Charles Gordon said in listening to Mr. Hodges 73% are against hunting on Sunday.

Mr. Lawrence said he is available to go to the General Assembly regarding any Bills that come out of the sub-Committee. Mr. David Whitlow said he read in today’s paper in regards to Senator Watkins VRS Bill and the requirement potentially all locality employees will have to contribute to VRS. Mr. Whitlow said the bill could be problematic in that it would change the whole paradigm as far as funding strategies and compensation plans. Mr. Whitlow said he encourages everyone to

watch that Bill because he believes there is going to be a push. A year ago it was optional and most jurisdictions opted not to change.

Dr. Lynch asked if the Legislative Issues and Updates-Open Commission discussion will be on each meeting agenda and Mr. Lawrence said he will keep it on the agenda as a standard agenda item until the General Assembly ends.

### **Update on Locality Response for the Chesapeake Bay TMDL Phase 2**

Mr. Lawrence distributed a report on the progress of the Middle Peninsula response for Virginia Phase II Watershed Implementation Plan. Mr. Lawrence said that it is a chronology of how local governments find themselves currently in this position, how Virginia as a whole is responding to this, what the Commission has been doing as it relates to the TMDL Chesapeake Bay clean up, and how the Middle Peninsula localities are going to respond by the February 1<sup>st</sup> deadline.

Mr. Lawrence said that the Commission started talking about the Virginia Phase II Watershed Implementation Plan in April of last year. In the last two months, meetings were convened with local staff spending many hours preparing local governments to respond to the request from Department of Conservation and Recreation (DCR) on how to clean up the Bay.

The burden the state placed on local governments to respond, especially on the agricultural side, was a high burden that municipal government could never have done alone. Mr. Lawrence said the Soil and Water Conservation District staff came to the meetings and participated. The VAST tool which the Commonwealth had designed did not work well enough for the local staff to submit all the information through that model. At the last meeting that was held locally, DCR staff advised the local governments that they did not need to use the VAST tool to submit. Local governments could submit and respond back outside of the VAST tool. During deliberations with local staff, everyone was in agreement that all local governments draft a letter so that they could control the pace and flow of information, set correct face of information, and submit it outside of the VAST.

Mr. Lawrence said that the February deadline is next week and each local government today is submitting outside of VAST. King William County appears to be submitting outside of VAST but there may be a couple of things they will use the model for. There are some applications in which the VAST model works exceptionally well but as a whole it is a very cumbersome model and if you don't know the sequence of how to enter the information, you didn't know how it would come out in the end.

The HRPDC is handling the issues similar to the MPPDC. Mr. Lawrence said all of the Planning District Commissions in the Chesapeake Bay watershed are all working off the same set of rules. The MPPDC is taking the lead and represents 13 PDCs representing 85 local governments in the Chesapeake Bay. The MPPDC is

coordinating for a large group on how they are planning on responding and submitting back to the state. An informal poll was taken of all of the PDCs last week and approximately 90%-95% are submitting outside of VAST. They all independently came to the decision that the tool did not give them the highest level of coverage that was needed to reply to the state.

### **Adoption of 2012 Meeting Schedule**

Chair Theberge said for 2012 the MPPDC has three dinner meetings scheduled and no meeting in August. Chair Theberge requested a motion to approve the annual meeting schedule of the MPPDC. Mr. Tim Hill moved to approve the 2012 meeting schedule of the MPPDC. Mr. David Whitlow seconded; motion carried.

### **Appointment of Overall Program Design (OPD) and Budget Committee**

Chair Theberge recommends the MPPDC Executive Committee prepare the Overall Program Design and Budget because the Committee has discussed the finances of the PDC at great lengths over the last year. The Executive Committee members are the three sitting officers and two past Chairmen of the Board. The three sitting officers are Chair Theberge, Vice Chair Sherrin Alsop, and Treasurer Bud Smith. Mr. Carlton Revere, Middlesex County, has cycled off of the Board and was one of the past Chairmen on the Committee. Chair Theberge suggested a County Administrator perspective would be helpful in preparing the Overall Program Design and Budget document. Mr. Trenton Funkhouser, King William County Administrator, was added for the purposes of developing the Overall Program Design and Budget document

Chair Theberge requested a motion to approve the suggestion of Mr. Trenton Funkhouser to “fill-in” as a member on the Overall Program Design and Budget Committee. Mr. David Whitlow moved to approve of Mr. Trenton Funkhouser for the Executive Committee as a fill-in for the purpose of serving on the Overall Program Design and Budget Committee. Mr. Eugene Rivara seconded the motion; motion carried.

### **Other Business**

#### **(1) Nominating Committee**

Chair Theberge said she has made suggestions for representatives on the Nominating Committee. She would like a representative from each county and one to represent the towns. Chair Theberge’s suggested representatives are:

Prue Davis—Essex County  
Chair Louise Theberge—Gloucester County, Chair Representative  
James Milby, Jr.—King and Queen County  
Eugene Rivara—King William County  
Charles Ingram—Mathews County

Wayne Jessie, Sr.—Middlesex County  
Donald Richwine—Town of Urbanna

Chair Theberge requested a motion for approval for the representatives for the Nominating Committee. Dr. Maurice Lynch moved for approval of the suggested names for the representatives for the Nominating Committee. Mr. Wayne Jessie, Sr. seconded the motion; motion carried.

**(2)VAPDC Winter Conference**

Mr. Lawrence said the Virginia Planning District Commissions (VAPDC) will host its winter conference in Richmond, VA on February 10<sup>th</sup>. Friday's conference cost is \$125 and will focus on rural economic development. Mr. Lawrence said money is left over in the budget from the summer conference and the MPPDC can pay for 4 or 5 Commissioners to attend the one day VAPDC conference in Richmond. If anyone is interested in attending the VAPDC conference, contact Lewis Lawrence or Beth Johnson at the MPPDC office.

Mr. Whitlow said that he recommended Board members attend the VAPDC conference. Dr. Lynch and Mr. Whitlow attended the summer VAPDC meeting and they both agreed that the conference was very productive allowing for the exchange of information with other PDC members and excellent presentations from speakers. Mr. Whitlow said that he highly recommended other members attending. Dr. Lynch said he thinks it will be good for the MPPDC to be present at the conference especially if the newly appointed Commissioners can attend.

There was no other business.

**Adjourn**

Chair Theberge requested a motion to adjourn. Mr. Otto Williams moved to adjourn. Mrs. Elizabeth Hurd seconded the motion; motion carried.

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# Project Financial Report

Middle Peninsula Planning District Commission

Run Date: 02/10/2012  
 Run Time: 1:27:00 pm  
 Page 1 of 1

Period Ending: 01/31/12

		Expenditures						
Code	Description	Budget	Curr FY	Project Total	Un/Over	% Budget	Revenues	Balance
30007	FY12 Local Programs	187,429.00	327.10	93,841.05	93,587.95	50.07%	131,090.23	37,249.18
30010	Local PAA Stewardship/	17,000.00	20.99	10,462.98	6,537.02	61.55%	17,000.00	6,537.02
30013	EE&CBG Project	703,872.00	1,530.27	101,634.26	602,237.74	14.44%	97,821.22	-3,813.04
30170	MPBDP FY12 Staff Sup	38,000.00	-254.54	36,302.03	1,697.97	95.53%	38,168.95	1,866.92
30207	FY12 TDM	74,000.00	5,259.12	37,637.46	36,362.54	50.86%	44,894.00	7,256.54
30309	FY12 Rural Transportati	72,500.00	3,802.78	37,010.40	35,489.60	51.05%	20,996.49	-16,013.91
30420	Onsite Loan Management	119,458.85	91.37	95,639.98	23,818.87	80.06%	104,739.19	9,099.21
30423	VCWRFR Onsite Fund	80,000.00	1,925.00	13,387.50	66,612.50	16.73%	16,171.50	2,784.00
30426	WQIF 2010	102,883.00	4,570.65	17,249.40	85,633.60	16.77%	17,911.33	661.93
30440	Septic Pumpout VII	14,372.00	-26.46	14,680.22	-308.22	102.14%	14,361.11	-319.11
30502	Water Supply Planning	106,784.79	-41.37	107,461.15	-676.36	100.63%	153,950.00	46,488.85
31002	GA Lobby FY09	0.00	0.00	18,247.75	-18,247.75	0.00%	24,000.00	5,752.25
31404	Dragon Run Day	5,511.00	0.00	5,679.88	-168.88	103.06%	6,830.34	1,150.46
31410	FY11 Dragon SAMP	25,000.00	0.00	20,694.26	4,305.74	82.78%	16,634.27	-4,059.99
32007	PAA Administration	97,690.01	467.42	83,448.29	14,241.72	85.42%	104,767.98	21,319.69
32113	MP SW Dredging Master l	32,000.00	0.00	31,713.66	286.34	99.11%	32,000.00	286.34
32115	FY11 Coastal TA	61,000.00	-144.34	63,267.78	-2,267.78	103.72%	63,374.30	106.52
32116	FY11 Climate Change	76,000.00	-168.93	76,274.53	-274.53	100.36%	72,291.15	-3,983.38
32117	Conservation Corridors	40,000.00	-99.54	39,923.58	76.42	99.81%	33,084.91	-6,838.67
32118	FY12 Coastal TA	60,000.00	446.79	12,111.64	47,888.36	20.19%	7,500.00	-4,611.64
32119	Land & Water Quality Pr	50,000.00	637.08	3,647.05	46,352.95	7.29%	0.00	-3,647.05
32201	PAA Perrin River WW P	15,000.00	753.52	2,353.49	12,646.51	15.69%	3,750.00	1,396.51
32202	Working Waterfronts Co	43,118.00	410.24	410.24	42,707.76	0.95%	0.00	-410.24
32203	Working Waterfronts De	6,000.00	713.35	1,179.46	4,820.54	19.66%	0.00	-1,179.46
32205	VAPDC TMDL TA	230,517.00	21,948.23	53,076.54	177,440.46	23.03%	10,990.50	-42,086.04
33000	MP Comprehensive Econ	120,000.00	3,113.31	24,068.47	95,931.53	20.06%	10,594.73	-13,473.74
<b>Totals:</b>		<u>2,378,135.65</u>	<u>45,282.04</u>	<u>1,001,403.05</u>	<u>1,376,732.60</u>	<u>42.11%</u>	<u>1,042,922.20</u>	<u>41,519.15</u>

# Balance Sheet by Category

Middle Peninsula Planning District Commission

Run Date: 2/10/12  
Run Time: 1:27:41 pm  
Page 1 of 1

Period Ending: 01/31/12  
Format: 1 Board

## Assets:

Cash in Bank	549,842.48
Receivables	257,769.67
Property & Equipment	16,658.57

**Total Assets:**

**\$824,270.72**

## Liabilities:

Accounts Payable	2,480.64
VRA Loan Payables	109,921.50
Payroll Withholdings	-33.88
Accrued Leave	20,592.94
Deferred Revenue	-3.14
Cost Allocation Control	(2,816.66)

**Total Liabilities:**

**\$130,141.40**

## Equity:

Local Initiatives/Information Resources	49,824.79
Economic Development	-11,606.82
Transportation Programs	-8,757.37
Onsite Repair & Pumpout	12,226.03
Housing	-3,813.05
Coastal Community & Environmental	-42,843.29
Mandates	46,488.85
Temporarily Restricted	153,135.87
General Fund Balance	499,474.31

**Total Equity:**

**\$694,129.32**

**Balance:**

**\$0.00**

## Agencywide R&E by Category

Middle Peninsula Planning District Commission

Run Date: 02/10/2012  
Run Time: 1:28:25 pm  
Page 1 of 1

Period Ending: 01/31/12  
Format: 1 Agencywide R&E  
With Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Ovr	% Bud
<b>Revenues</b>					
Local Match	75,709.00	0.00	70,244.26	5,464.74	92.78%
Local Annual Dues	69,999.00	0.00	61,666.66	8,332.34	88.10%
Local Other Revenues	74,900.00	25.00	135,504.20	-60,604.20	180.91%
State Revenues	266,947.00	37,740.00	123,827.24	143,119.76	46.39%
Federal Revenues	822,500.00	4,951.25	92,841.44	729,658.56	11.29%
Miscellaneous Income	42,407.00	1,007.89	24,864.27	17,542.73	58.63%
Onsite Loan Program Income	7,000.00	747.11	13,513.74	-6,513.74	193.05%
PAA Program Income	0.00	0.00	1,100.00	-1,100.00	0.00%
<b>Revenues</b>	<b>1,359,462.00</b>	<b>44,471.25</b>	<b>523,561.81</b>	<b>835,900.19</b>	<b>38.51%</b>
<b>Expenses</b>					
Personnel	408,523.00	30,931.71	223,930.02	184,592.98	54.81%
Facilities	30,912.00	2,285.41	17,794.72	13,117.28	57.57%
Communications	5,700.00	233.44	3,905.45	1,794.55	68.52%
Equipment & Supplies	6,370.00	373.70	7,018.63	-648.63	110.18%
Travel	5,750.00	133.26	3,383.05	2,366.95	58.84%
Professional Development	10,185.00	0.00	10,435.19	-250.19	102.46%
Contractual	767,917.00	7,987.42	112,265.54	655,651.46	14.62%
Miscellaneous	54,741.00	3,337.11	33,065.81	21,675.19	60.40%
Regional Share	75,709.00	0.00	70,244.26	5,464.74	92.78%
<b>Expenses</b>	<b>1,365,807.00</b>	<b>45,282.05</b>	<b>482,042.67</b>	<b>883,764.33</b>	<b>35.29%</b>
<b>Agency Balance</b>	<b>-6,345.00</b>	<b>-810.80</b>	<b>41,519.14</b>		

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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

#### 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](http://www.mppdc.com)

# Regional Profile:

## 2000-2010 Demographic Information

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



Population Trends				Median Household Income and Unemployment Rate <sup>1</sup>			
Locality	Total Population		Population Growth from 2000-2010	Median Income		Unemployment Rate	
	2000	2010		2000	2005-2009	2000	2009
Essex	9,989	11,151	12%	\$46,589	\$46,678	2.7%	8.2%
Gloucester	34,780	36,858	6%	\$56,589	\$56,830	1.9%	5.9%
King & Queen	6,630	6,945	5%	\$44,778	\$43,766	2.5%	7.8%
King William	13,146	15,935	21%	\$62,139	\$64,682	1.9%	6.9%
Mathews	9,207	8,978	-2%	\$53,849	\$49,318	2.2%	5.4%
Middlesex	9,932	10,959	10%	\$45,941	\$50,181	2.1%	6.8%
Town of Tappahannock	2,138	2,375	11.1%	\$33,688	\$37,754	14.5%	12.1%
Town of Urbanna	543	476	-12.3%	\$42,054	\$42,788	4.7%	11.2%
Town of West Point	2,866	3,306	15.4%	\$49,655	\$64,948	2.8%	4.5%
<b>Region Total</b>	<b>83,684</b>	<b>90,826</b>	<b>9%</b>	<b>\$49,837</b>	<b>\$50,001</b>	<b>8.5%</b>	<b>9.6%</b>

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%
<b>Regional Total</b>	<b>938</b>	<b>2,062</b>	<b>120%</b>	<b>82,746</b>	<b>88,764</b>	<b>7%</b>

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%
<b>Regional Total</b>	<b>65,535</b>	<b>72,057</b>	<b>10%</b>	<b>15,884</b>	<b>15,039</b>	<b>-5%</b>	<b>416</b>	<b>575</b>	<b>38%</b>	<b>1,849</b>	<b>3,155</b>	<b>71%</b>

<sup>1</sup> Data from the Bureau of Labor Statistics Local Area Unemployment data

# MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

## Staff Activities Service Summary of Regional Progress

Jan – Feb 2012		Core Services Administered by the MPPDC						
Localities	Information Resources/ Assistance	Coastal Community Development/ Environmental	Transportation	Onsite Repair and Pumpout	Economic Development	Local Initiatives	Housing	Other
Region-wide	✓	✓	✓	✓			✓	
Essex		✓	✓	✓	✓		✓	
Gloucester		✓	✓	✓	✓			
King and Queen		✓	✓	✓	✓			
King William	✓	✓	✓	✓	✓	✓		
Mathews	✓	✓	✓	✓	✓			✓
Middlesex	✓	✓	✓	✓	✓			
Town of Tappahannock			✓					
Town of West Point					✓	✓		
Town of Urbanna						✓		
Other	✓	✓	✓					

Report on Mandated Initiatives				
Localities	Water Supply Planning		Hazard Mitigation	
	Support staff: Clara Start Date: 7/2008 Completion Date: 11/2011		Support staff: Lewie Start Date: 2/2008 Completion Date: 6/2011	
	Participating Localities	Current Status	Participating Localities	Current Status
Essex	✓	Approved/Adopted	✓	ADOPTED
Gloucester	NA	NA	✓	ADOPTED
King and Queen	✓	Approved/Adopted	✓	ADOPTED
King William	✓	Approved/Adopted	✓	ADOPTED
Mathews	✓	Pending	✓	ADOPTED
Middlesex	✓	Approved/Adopted	✓	ADOPTED
Town of West Point	✓	Approved/Adopted	✓	ADOPTED
Town of Urbanna	✓	Approved/Adopted	✓	Awaiting locality adoption
Town of Tappahannock	✓	Approved/Adopted	✓	ADOPTED

**Middle Peninsula Planning District Commission  
Executive Director's Report of Regional Progress  
February 13, 2012**

**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)

**Citizens Planning Education Association of Virginia-** (Regional 9 Director) Established to further public understanding and awareness throughout the Commonwealth of the need for excellent community planning as a means of making our localities better places in which to live, work, and do business (MPPDC Staff 5 year +)

**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 3 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 2 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 4 years)

## MPPDC Staff and Contact Information

### **Acting Director: Lewis Lawrence**

Contact Info: [llawrence@mppdc.com](mailto:llawrence@mppdc.com) (804) 758-2311x24 (804) 832-6747 (cell)

Programs: *Coastal Zone Technical Assistance, Natural Hazard Plan Update, Local Initiatives, MPCBPAA*

### **Administrative Assistant: Beth Johnson**

Contact Info: [bjohnson@mppdc.com](mailto:bjohnson@mppdc.com) (804) 758-2311x22

Programs: *Commuter/ Employer Transportation Services, Septic Repair Assistance, PDC Finance & Grants Administration*

### **Planner 2: Clara Meier**

Contact Info: [cmeier@mppdc.com](mailto:cmeier@mppdc.com) (804) 758-2311x28 (540) 908-5057 cell

Programs: *Rural Transportation Planning, Water Supply Plan, EECBG Weatherization*

### **Planner 2: Harrison Bresee**

Contact Info: [hbreesee@mppdc.com](mailto:hbreesee@mppdc.com) (804) 758-2311x26 (757) 871-2245 cell

Programs: *Comprehensive Economic Development Strategy, Public Access Authority, Working Waterfronts*

### **Secretary: Rose Lewis**

Contact Info: [rlewis@mppdc.com](mailto:rlewis@mppdc.com) (804) 758-2311x21

Programs: *Septic Pumpout 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.*

- Consulted with the staff from the Department of Environmental Quality, Water Supply Division, concerning acceptance and approval of the Middle Peninsula Regional Water Supply Plan. Discussed the in-progress adoption of the plan by Mathews County and relation to the regional plan approval process.
- Discussed the Mathews County consideration of the Regional Water Supply Plan for the Middle Peninsula with Mr. Steve Whiteway, Mathews County Administrator.
- Corresponded with Ms. Mary Ann Massey, Virginia Department of Environmental Quality (DEQ), about the status of the Regional Water Supply Plan adoption process of localities that have yet to adopt the Plan and Drought Ordinance.
- Submitted a hard copy of the Regional Water Supply Plan for the Middle Peninsula as requested to Mr. Scott Kudlas, Virginia Department of Environmental Quality (DEQ).

### **Project 31200 Natural Hazard Plan Update**

*Section 44 Code of Federal Regulation Part 201 requires that local jurisdictions develop and adopt hazard mitigation plans to remain consistent with the Disaster Mitigation Act of 2000.*

## INFORMATION RESOURCES/ASSISTANCE

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

- Added 2012 Virginia General Assembly Bills to be tracked to the MPPDC's Richmond Sunlight account at [www.richmondsunlight.com](http://www.richmondsunlight.com). Please go to [www.richmondsunlight.com](http://www.richmondsunlight.com) and look under "Tools" - "Public Portfolios" and click on "MPPDC" to view the Bills being tracked currently.
- Updated [www.mppdc.com](http://www.mppdc.com) website. Continued uploading recent MPPDC reports and studies.
- Consulted with Mathews County resident regarding request for information. She was unable to adequately describe the document being requested and therefore the request could not be met.
- Received phone call from Ms. Anne Mallek, Chairman, Albemarle BOS and TJPDC Commissioner, requesting information on the Conservation Easement Valuation Report and Composite Index prepared by MPPDC. Emailed link to report on MPPDC website.

- Returned a call from Ms. Betty Brooks, King William County's GIS Technician, requesting GIS assistance on how to create a layer. Ms. Brooks is creating a new layer for the County's Rescue Districts.
- Met with Mr. Mark Walker, Middlesex County, regarding his interest in researching public access at road endings.

**COASTAL COMMUNITY DEVELOPMENT/ ENVIRONMENTAL  
Funding – VDEQ, local match from MPPDC General Fund, VIMS, VDCR**

**Projects 31410 Dragon Run SAMP**

*The project is a partnership between Middle Peninsula Planning District Commission's Dragon Run Steering Committee and the Virginia Coastal Program. The project's mission is to support and promote community-based efforts to preserve the cultural, historic, and natural character of the Dragon Run, while preserving property rights and traditional uses within the watershed.*

- Completed a draft of the Dragon run SAMP final project close out report for review by the Virginia Coastal Zone management program staff. Included a history of project milestone achievements over the last decade of work.

**Projects 32007 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.*

- Received annual liability insurance renewal packet from VACORP.

**Projects 32118 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.*

- Responded to a request from Mr. John Shaw, Mathews County Planning Director, concerning pending storm water management regulations and House Bill 1065 looking to consolidate Erosion and Sediment Control, Chesapeake Bay Act programs, and the new Storm Water regulations under one central program.
- Provided Delegate Keith Hodges with information on HB 1065 looking to consolidate Erosion and Sediment Control, Chesapeake Bay Act programs, and the new Storm Water regulations under one central program. The state advised that the new stormwater management program is intended to be revenue neutral at the local level, but this is dependent on the number of permits issued. DCR has provided an example whereby a locality that processes 61 permits can generate \$44,611 in local fees to cover administrative and operational cost. Middle Peninsula localities average 5-6 permits a year. Local Governments will be in opposition to this Bill.

- Hosted the monthly Local Government Administrators Meeting. Gloucester, Essex, King & Queen, King William, and Middlesex counties attended. Ms. Edie Bowles, Executive Director Bay Telehealth Alliance, gave an update on the history and economic impact of the telehealth program. Agenda items included local budgets, General Assembly issues and legislation, Middle Peninsula CDBG priorities and pending projects, local responses to Chesapeake Bay TMDL WIP 2, and Bay Aging.
- Attended the Virginia Sea Grant Participants symposium convened in Richmond, Virginia. Symposium participants focused on the power of effective communication between science and policy.
- Met with Mr. David Bryan of Natural Resource Conservation Service (NRCS). Toured the Haworth Tract and the Clay Tract in King and Queen County. Mr. Bryan offered his technical advice on habitat improvement for wildlife.
- Hosted two Department of Conservation and Recreation (DCR) "Virginia Outdoor Plan" public input meetings at 3pm and 7pm on February 8, 2012 at the MPPDC conference room. Ms. Janit Llewellyn Allen and Ms. Andrea Almond from DCR presented and received input from 22 citizens representing Mathews, Middlesex, Gloucester, King William, Essex, King and Queen Counties, and the towns of West Point and Tappahannock. The public was very interested in projects that benefitted their community or region such as: more walkways over the marsh at New Point Comfort, more and safer bike trails in all counties and towns, sports complexes including pools and ball fields, public rural dog parks, opening of the State Park in Gloucester County, more waterfront access including a public pier in Tappahannock, a safe bike trail in Deltaville connecting the marinas to the commercial areas, walking trails at Ft. Nonsense, scenic view locations for the public in every county, and preservation of the Working Waterfronts, to name a few.
- Participated in a conference call with John Kuriawa, NOAA Coastal Program Division Office of Ocean and Coastal Management- Virginia Liaison and Beth Polak, Virginia Coastal Zone Management Program concerning commercial watermen tie up facilities at Perrin Wharf located in Gloucester County. A request has been made to increase slips available for commercial vessel moorage as well as the reorganization of public space at the wharf. This request required a discussion of construction standards under NOAA 306A funding requirements.

**1) Question:** Can federal investments (via 306A) be made in a wharf that is publicly accessible, but for safety and logistical reasons will separate "public" use (occasional recreational boat tie up) from that of commercial watermen? In this case, the 306A funds would actually be used to drive piles and create finger docks for slips to be used primarily by the commercial watermen.

**Answer:** Yes, so long as the pier is open to the public, there can be distinct "use areas" on the pier (or property) for the purposes of ensuring the safety of users and the efficient functioning of the site for the purposes intended. In addition, the site receiving 306A funds (i.e., Perrin Wharf) should be located in an "urban waterfront redevelopment" area, and an area identified by the VA CZMP as an "Area of Particular Concern" (aka APC).

**2) Question:** How does a pier/wharf meet ADA requirements? Is a ramp or other smooth surface from land to the start of the pier sufficient? Are there other specific design elements that must be incorporated?

**Answer:** Assuming there are no landside facilities or infrastructure associated with the pier, the ADA requirements contained in Chapter 15.2 and specifically note A15.2.3 of the following guidelines seem to apply to this project. <http://www.access-board.gov/adaag/html/adaag.htm>.

- Consulted with staff from the Chesapeake Bay National Estuarine Research Reserve (CBNERR) at VIMS concerning the need for a formal policy statement related to sea level rise conditions within the Chesapeake Bay.
- Arranged for Ms. Edie McRee Bowles with the Bay Rivers Telehealth Alliance to advise Middle Peninsula local government administrators on the status of the Telehealth Alliance.
- Provided Ms. Beth Polak, Virginia Coastal Zone Management Program, with graphic images from several past PDC Coastal projects for use at an upcoming workshop.
- Provided a Gloucester County resident with public hunting information for the Thurston Hayworth Recreation area.
- Discussed the Virginia Outdoors Plan regional meeting held at the MPPDC facility with Ms. Janit Potter, DCR staff.
- Consulted with concerned citizens from Mathews County and Essex County expressing need for additional public access and/or general background information about the Virginia Outdoors Plan.
- Attended a forum for Coastal Decision Makers held at the NOAA Coastal Service Centers located in Charleston, South Carolina. The forum focused on how coastal decision makers need to understand how social science tools, methods, and data can be used and integrated with biological and physical data to inform management issues such as sea level rise, alternative energy siting, and public access.
- Discussed local and regional watershed development plans with Ms. Laurel Woodworth, Stormwater and Watershed Planner Center for Watershed Protection, Charlottesville office. Staff from the Center is interested in locally adopted watershed management plans for Mathews, Middlesex, Gloucester, Essex and King and Queen Counties. The plans are related to the Piankatank watershed, including the Dragon Run. The Center is under contract to identify existing plans that might be used as models for other Chesapeake Bay communities looking to address water quality concerns associated with Chesapeake Bay TMDL Clean up. Discussed the Dragon Run SAMP as a watershed model.
- Discussed fiscal impacts of conservation easements with the Mr. Mark Chittenden, President of the Friend of the Dragon Run.
- Consulted with Captain Allen of York River Charters concerning ownership of the Guinea Marshes in Gloucester County and the possible use of the islands for eco-tourism. Advised Captain Allen to contact Andy Lacatell at the Nature Conservancy.
- Discussed Agricultural and Forrestral District Program and the relations to local real estate taxes with Dr. Gordon Groover, Extension Economist Associate Professor of Management and Finance at Virginia Tech.

### **Projects 32116 Initiating Adaptation Public Policy Development**

*MPPDC staff will continue educational outreach to the general public and to elected officials about climate change and sea level rise. To encourage Middle Peninsula member localities to consider the development of public policy to respond to climate change and sea level rise impacts, MPPDC staff will also create a “START” (Start Adaptation and Response Today) kit which will comprehensively assemble, present, and customize relevant (1) local scientific data, (2) Kaiser- Permanente Natural Hazard Vulnerability Assessment Tool results for the Middle Peninsula, (3) local, state, national and international case studies as well as (4) sample ordinances from communities (nationwide and internationally) that have adopted adaption policies.*

- Met with a Mathews County resident to discuss how the Virginia Coastal Zone Management Program located at the Virginia Department of Environmental Quality and the Virginia Coastal Policy Team as well as Coastal PDC's including MPPDC became interested in climate change and sea level rise. Discussed how various PDC's across the Coastal Zone became involved in the topic and how each PDC developed a different approach to discussing local, regional and state policy implications of the study topic area.
- Prepared final draft report for review and submitted to Virginia Coastal Zone Program.

**Project 32117 Conservation Corridors**

*MPPDC staff will utilize the Priority Conservation Area maps from year 1 and overlay these maps with private easements and zoning classifications for conservation purposes. MPPDC staff will also utilize the qualitative and quantitative information from year 1 to host stakeholder meetings to discuss how localities may approach off-setting this loss of revenue and how current public policy is impacting locality tax revenues.*

- Prepared final draft report for review and submitted to Virginia Coastal Zone Program.

**Project 32119 Land 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.*

- Discussed legal issues associated with failing septic systems with Mr. Mike Hurd, Middlesex County Commonwealth's Attorney. Provided state code (12 VAC 5-610-170. Enforcement of regulations) giving the Commonwealth's Attorney authority to enforce failing septic systems violations. Requested to convene a special meeting to discuss more active involvement with Middle Peninsula Commonwealth's Attorneys on issues related to failing septic systems.

**12 VAC 5-610-170. Enforcement of Regulations.**

*E. Compliance with effective orders. The Commissioner may enforce all orders.*

*Should any owner fail to comply with any order, the Commissioner may:*

- 1. Apply to an appropriate court for an injunction or other legal process to prevent or stop any practice in violation of the order;*
- 2. Seek mandamus against any owner that is a municipal corporation;*
- 3. Request the Attorney General to bring an action for civil penalty;*
- 4. Request the Commonwealth's Attorney to bring a criminal action.*

### **Project 32201 Perrin River**

*Within the Middle Peninsula, and most coastal communities nationwide, the commercial seafood industry has had to adapt and shift as coastal land use and waterfront property ownership have altered. Historically, as epicenters of economic development, coastal communities were the location of strong fisheries and shipbuilding industries, as well as public access areas for recreational and commercial uses. However, as more and more people move toward the coast, the coastal dynamics combined with changing demographics ultimately threaten traditional and culturally significant working waterfront industries (ie. commercial seafood). The Perrin River in particular needs a comprehensive plan to assess the needs of the commercial seafood industry, harbor management and current and future infrastructure. This project will develop a Commercial Seafood Harbor Master Plan and its implementation could ensure that current and future commercial watermen have access to infrastructure and business support services.*

- Met with Mr. Billy Bonnaville, Mr. Ronny Green, and Mr. Edward Hogge, Gloucester County Commercial Watermen, at the Perrin River public wharf in Gloucester County. Discussed: (1) what they would like to see improved on the dock to make the area more useful and efficient for displaced watermen and (2) how they could be involved in developing the Perrin River Harbor Plan.

### **Project 32202 Working Waterfronts Coalition**

*For many Virginia rural coastal communities, there is a strong need to maximize the potential of the waterfront as a driver for economic vitality. However, market forces, changing demographics, and increasing tax burdens on waterfront properties are increasingly driving a transition of waterfront properties toward residential or recreational uses. In addition, regulatory changes affecting marine fisheries management are impacting water dependent industries and working waterfronts. If access to the waterfront is limited or severed, commercial and recreational fishermen, researchers, and other water-dependent businesses will have fewer options to successfully make a living from the tidal waters of the Commonwealth, including the Seaside on the Eastern shore. As a result, many rural Chesapeake Bay and Seaside communities are challenged to maintain their identity and are shifting away from water-dependent employment, causing economic and cultural changes that can limit economic diversification opportunities and fundamentally alter the nature of the communities themselves. These challenges are particularly acute in both rural Chesapeake Bay and Seaside coastal communities. In response, Accomack-Northampton PDC, Northern Neck PDC Middle Peninsula PDC, Middle Peninsula Chesapeake Bay Public Access Authority, Northern Neck Chesapeake Bay Public Access Authority and Marine Advisory Services at VIMS collectively propose to form a Rural Chesapeake Bay-Seaside Working Waterfront Coalition.*

- Discussed the formation of a regional Working Waterfront Coalition on the Middle Peninsula, Northern Neck and Eastern Shore with Mr. Michael J. Oesterling, Executive Director for the Shellfish Growers of Virginia. Discussed how the coalition may be populated and what issues may be discussed. Agreement was reached that local buy in was critical to addressing policy and taxing issues faced by the working waterfront industry.

### **Project 32203 Working Waterfronts Definition**

*In partnership with Marine Advisory Services at VIMS, MPPDC staff will coordinate a series of local meetings to identify key working waterfront business and develop a definition of working waterfronts unique to the Middle Peninsula.*

- Corresponded with Mr. David Whitlow, Essex County Administrator, about additions to the Working Waterfront Infrastructure Inventory list for Essex County and the Town of Tappahannock.
- Updated the Working Waterfronts Inventory list with additions for Essex County.

- Met with the Middle Peninsula Local Planners at their February 2012 meeting and discussed any infrastructure critical to working waterfronts that may be missing from the inventory list compiled by MPPDC staff and Virginia Institute of Marine Science (VIMS) staff. Local staff were present from Essex, Gloucester, King William, King and Queen, Mathews and Middlesex Counties.

### **Project 32205 VAPDC TMDLs**

*Funding for the Bay TMDL program is authorized by the U.S. Environmental Protection Agency through the Virginia Department of Conservation and Recreation (DCR). The Commonwealth of Virginia through the Department of Conservation and Recreation has provided funding to participating Planning District Commissions to assist local governments with responding to the EPA request. MPPDC is coordinating on behalf of 13 planning District Commissions representing over 80 local governments.*

- Consulted with Ms. Joan Salvati, Program & Guidance Development Manager, Division of Stormwater Management, Department of Conservation and Recreation, concerning locality submittal process under the TMDL program across Virginia. 83 of the 96 local governments have submitted local responses under the Chesapeake Bay TMDL process by the Feb 1 deadline.
- Local government administrators reported that all Middle Peninsula localities had responded to Department of Conservation and Recreation regarding WIP 2 BMP's outside the VAST Tool by the February 1<sup>st</sup> deadline.
- Provided Mr. Trenton Funkhouser, King William County Administrator, with a copy of the transmittal letter from Department of Conservation and Recreation issued to each locality Board of Supervisor Chairman indicating specifically what the Commonwealth was requesting as submittal for the February 1<sup>st</sup> deadline.
- Responded to a question from Gloucester County staff concerning TMDL local response to the Department of Conservation and Recreation. Requested submittal format instructions from Department of Conservation and Recreation staff. Advised all Middle Peninsula locality staff as to whom submittals should be directed and in what format.
- Developed a regional PDC reporting sheet for each participating PDC to document progress under the joint VAPDC TMDL proposal. Distributed reporting documents to each PDC within the Chesapeake Bay watershed. Requested each PDC respond by Feb 16, 2011.

### **TRANSPORTATION**

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

### **Project 30207 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 ridematching services to commuters.*

- Received online registration from Mathews County resident commuting to Newport News. Provided contact information for 4 commuters.
- Received phone call from the mother of a Middlesex County resident regarding commuting options for daughter who works in Hampton. Discussed program, options available. Recommended daughter register via website and call to discuss other commute options.

- Attended Association for Commuter Transportation Joint Chesapeake/MidAtlantic Chapter Symposium in Washington, D.C. Attended sessions on leadership, social network marketing, and vanpool options.
- New billboard in Essex County and new poster for billboard in King & Queen County are up.
- Participated in Association for Commuter Transportation (ACT) Telework Council teleconference for an update on the status of the Telecommuter Tax Fairness Act with Council members, Mr. Jason Pavluchuk, ACT's lobbyist and Ms. Nicole Goluboff, Telework Coalition. This Bill would prohibit states from double taxing teleworkers by both the company's home state and the employer's home state. This is an issue in several states across the county which impedes the expansion of teleworking. The legislation has been pending for 5 years. The Council and the Telework Coalition have come together to assist with passage of the Bill.
- Attended the Virginia Winter Planning and Programming meeting which included presentations from Virginia Department of Transportation and the Department of Rail and Public Transportation.

### **Project 30309 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 Ms. Reta Busher, Chief of Planning and Programming for VDOT, about the regional priority projects request for the SYIP.
- Met with Mr. Sean Trapani, VDOT Saluda Resident Engineer, and Ms. Joyce McGowan, VDOT Saluda personnel, to go over the recommendations.
- Discussed the regional priority projects request from VDOT for the Six Year Improvement Program (SYIP) with Ms. Marsha Fiol, Transportation and Mobility Planning Director at VDOT.
- Created a spreadsheet for each locality showing projects that were in the Final FY2012-2017 Six-Year Improvement Program (SYIP) compared with recommendations from the 2035 Rural Regional Long Range Transportation Plan. The purposes of the spreadsheets are to assist localities when choosing their priorities for the FY2013-2018 SYIP.
- Met with Mr. Robert Crum, Richmond Regional PDC Executive Director, and Ms. Barbara Jacocks, Richmond Regional PDC staff, to discuss the VAPDC Transportation Committee.
- Attended the January 2012 Middle Peninsula Local Government Administrators meeting on January 20<sup>th</sup> and discussed the Regional Priority Projects request from the Virginia Department of Transportation (VDOT).
- Revised the February 2012 Local Planners meeting agenda and sent it out with a meeting reminder.
- Corresponded with Mr. David Whitlow, Essex County Administrator, about additions to the Working Waterfront Infrastructure Inventory list for Essex County and the Town of Tappahannock.
- Updated the Working Waterfronts Inventory list with additions for Essex County.
- Discussed the FY2013 Rural Transportation Planning Program scope of work with Mr. Darrel Johnson, Virginia Department of Transportation (VDOT).

- Attended the January 2012 Middle Peninsula Planning District Commission (MPPDC) meeting and gave a presentation on the 2035 Regional Long Range Transportation Plan for the Middle Peninsula. The MPPDC voted to adopt the Plan as a local and regional transportation planning tool.
- Provided Ms. Janit Llewellyn Allen, Virginia Department of Conservation and Recreation (DCR), with a list of conservation and preservation projects or project ideas in the Middle Peninsula Region for use in the Virginia Outdoors Plan 2013 Update press release.
- Convened the February 2012 Middle Peninsula Local Planners meeting where staff from the Virginia Department of Conservation and Recreation (DCR) presented the Virginia Outdoors Plan 2013 Update and the results of surveys sent out to residents to get feedback on recreational needs in the Region.
- Corresponded with Ms. Margaret Moore and Mr. Joe Springer, Parsons Transportation Group, about the MPPDC's adoption of the 2035 Regional Long Range Transportation Plan for use as a local and regional planning tool.
- Edited the inventory list of working waterfront infrastructure based on feedback from Mr. Dave Whitlow, Essex County Administrator.
- Attended the Virginia Winter Planning and Programming meeting held on February 8, 2012 in Richmond which included presentations from Virginia Department of Transportation and the Department of Rail and Public Transportation.
- Corresponded with Mr. Darrel Johnson, VDOT, about the presentations given at the Virginia Winter Planning and Programming meeting.
- Received several presentations from the Virginia Winter Planning and Programming meeting in digital form from Mr. Darrel Johnson, VDOT.
- Attended the VAPDC Board of Directors/Executive Committee Meeting held on February 10, 2012 at the Downtown Richmond Marriott.
- Discussed holding a VAPDC Transportation Committee meeting at the Thomas Jefferson Planning District Commission (TJPDC) with Mr. Steve Williams, TJPDC's Executive Director.
- Attended King William County's Urban Development Area (UDA) Public Information Meeting on February 9, 2012 where Mr. Todd Gordon, The Cox Company, presented an overview of the UDA concept and discussed the Central Garage area that King William is considering making a UDA. There are bills related to UDA's in the 2012 Virginia General Assembly Session: HB 869, HB 729, SB 274 and SB 291 (SB 291 merged into SB 274). Please go to [www.richmondsunlight.com](http://www.richmondsunlight.com) and look under "Tools" - "Public Portfolios" and click on "MPPDC" to view the status of bills being tracked currently.
- Discussed the MPPDC's adoption of the Middle Peninsula Planning District Commission's 2035 Regional Long Range Transportation Plan with Mr. Bill Nachman, reporter for the Gloucester-Mathews Gazette-Journal.
- Discussed assisting King William County with the development of a Transportation Plan with Mr. Scott Lucchesi, Director of Community Development and Zoning Administrator for King William County. The development of a Transportation Plan for King William County will be a task in the FY2013 Rural Transportation Planning Program Scope of Work.

- Researching storm water management programs to use as examples for localities to consider when developing their own local or regional program.
- Discussed potential road ending transfer projects with Mr. Lewis Lawrence, MPPDC Acting-Executive Director. Potential projects include the Perrin Wharf in Gloucester County and Prince Street in the Town of Tappahannock.
- Posted the 2035 Middle Peninsula Planning District Commission Regional Long Range Transportation Plan Technical Report on the MPPDC website [www.mppdc.com](http://www.mppdc.com)

#### ONSITE REPAIR & PUMPOUT

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

#### **Project 30420, 30423, 30426, 30440 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.*

- Convened the MPPDC Regional On-Site Wastewater Treatment and Disposal Funding Program Loan Committee to review funding package for Mathews County client. Loan package approved and conditional approval letter mailed to client.
- Received email from Ms. Tammy Faulkner, Mathews County Health Department, regarding Mathews homeowner who has documented septic failure since 2001. Homeowner was approved for funding by MPPDC in 2002, but did not follow-through. Homeowner has been contacted by MPPDC staff over the years regarding assistance available, but homeowner does not follow-through to provide additional income verification. Homeowner has informed VDH that she is in contact with MPPDC, but the contact has only been on one side. VDH will issue Notice of Alleged Violation according to Ms. Faulkner.
- Executed ACH loan payments.
- Consulted with Mathews County client regarding status of application. Client needs to contact attorney regarding resolving title issues.
- Consulted with Attorney for Mathews County client regarding next steps to resolve ownership issues.
- Consulted with Ms. Tammy Faulkner, Mathews County Health Department. regarding septic repair.
- Consulted with Ms. Janet Swords, AOSE, regarding Gloucester County septic repair. Client is in an heir situation therefore assistance from MPPDC is limited due to inability of client to encumber property; nevertheless a funding package was approved in January. There is confusion as to the property lines which may also inhibit this repair. Discussed the funding limitations for this repair, but reported that any documented deductions for professional services provided by AOSE, surveyor or installer could be used as match to provide additional grant funding. She discussed some issues regarding waivers, etc, due to the property line question. Informed her that as long as there was a permitted, functioning septic system at the end of the process MPPDC had no problem with any waiver the county of VDH required.
- Consulted with Ms. Tammy Faulkner, Mathews County Health Department, regarding assistance available for septic pumpouts and repairs.

- Provided pumpout and repair applications to Mr. Chris Burress, Turlingtons Septic.
- Received phone call from Gloucester County homeowner regarding septic pumpout program. Described assistance available and mailed application.
- Received phone call from Middlesex County resident requesting information on septic pumpout program. Caller is a tenant whose landlord only allows her to occupy property if there is no cost involved. Discussed the program and explained that she would need to provide something in writing stating that the tenant is responsible for septic maintenance. Mailed application.
- Received operating permit for completed Gloucester repair.
- Septic Pumpout as of February 13, 2012
 

Applications Mailed	76
Approved Vouchers	56
Completions	45
- Approved by County**
- Essex 12
- Gloucester 14
- King and Queen 05
- King William 06
- Mathews 05
- Middlesex 14
- Discussed activities to be completed to close out the Septic Pumpout project with Ms. Beth Johnson, MPPDC Administrative Assistant.

## 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.*

- Issued interest and balance statements to loan clients for 2011 tax filings.
- Executed ACH loan payments.
- Consulted with Gloucester County client requesting final month of interest-only payments. Client promises to begin principal payments in March.
- Received monthly financial statements from Gloucester County loan client.

### **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.

- Obtained CEDS appointment names from Middlesex, King William, Essex, Mathews, Gloucester, and King and Queen Counties, and the Town of West Point.
- Participated in the Webinar “Building Disaster Resilient Economies–How the Economic Development Administration Can Assist in Post-Disaster Economic Recovery.” The webinar discussed upcoming funding opportunities specifically geared towards helping areas that were declared a disaster area in the 2011 Federal fiscal year. There will be EDA funding available for developing strategies for future disasters (i.e. establishing a “business resource center” to be implemented during a future disaster recovery period).
- Consulted with Mr. Bob Gittler, EDA, regarding process to request reimbursements. Mailed previously emailed reimbursement request and semiannual financial report. Mr. Gittler reported that reimbursement delay is due to computer virus damage at EDA.

## **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 30007 Local & Regional Technical Assistance**

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

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

- Attended the VAPDC winter conference with Mr. Don Richwine, Mayor for the Town of Urbanna; Mr. John Edwards, West Point Town Manager; and Mr. Charlie Gordon, West Point Town Council. Focus of the Winter Conference was regional economic development and the role of Planning District Commissions.
- Registered MPPDC Acting Executive Director and 4 Commissioners (Town of Urbanna, Tow of West Point, and King William County) for Winter VAPDC Conference held 2/10/12.

### **Project 32113 Shallow Water Dredging**

*This project will identify and discuss the issues and framework necessary to establish a Middle Peninsula Regional Dredging Management Plan.*

*(See Coastal Community Development/Environmental- Staff support for this initiative is funded from DEQ Coastal Zone Management program)*

## **HOUSING**

Funding –VDMME

### **Project 30013 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.*

- Executed ACH loan payments.
- Received notice of completion of weatherization project for Essex County homeowner.
- Prepared and submitted the consolidated monthly report for January 2012 to the Virginia Department of Mines, Minerals and Energy (DMME).
- Corresponded with Mr. Ron Hachey, DMME, about the non-federal locally leveraged funds that Bay Aging must demonstrate before the end of the project.
- Received a status report on energy retrofit jobs with Mr. Vincent Smith, Bay Aging/Bay Family Housing, which shows that one job has been completed this month.
- Preparing invoices to be submitted to DMME for reimbursement.
- Revised the project management plan and sent the plan to Bay Aging staff for review and signature.

#### AGENCY ADMINISTRATION

Funding - Indirect cost reimbursements from all PDC projects

#### **MPPDC Administration**

*Administrative services provided to MPPDC programs. Planned FY12 Indirect Cost rate =73.9%*

- Request from Ms. Sharon Slaughter, Mathews Co., to add additional handicap parking spaces to the MPPDC parking lot. Spoke to Mr. Walt Hurley, owner of MPPDC building; he will add additional handicap spaces when he enlarges the parking lot.
- Discussed public comment process and rules for public speaking with several MPPDC Commissioners. Discussed how other PDC's across the state handle public comment. Some PDC's are more restrictive than MPPDC and some are more liberal with public comment.
- In response to several questions posed by PDC Commissioners who may not have been at the October PDC Commission meeting, PDC staff provided each Middle Peninsula County Administrator and Town Manager with a copy of the October PDC Commission agenda and meeting Minutes highlighting agenda item #5 Rules for Public Comment and a copy of said public comment rules discussed under agenda item #5.
- Prepared vouchers, processed A/P, processed payroll, processed deposits and balanced bank accounts.

- Prepared MPPDC financial statements.
- Researched state code regarding public meetings § 2.2-3707. Prepared MPPDC Administrative Policy Regarding Public Notice, Meeting Agendas, and Meeting Packets Availability document.

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Robert F. McDonnell  
Governor

James S. Cheng  
Secretary of Commerce  
and Trade

# COMMONWEALTH of VIRGINIA

## DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

William C. Shelton  
Director

January 12, 2012

### MEMORANDUM

TO: Executive Directors, Virginia Planning District Commissions

FROM: Denise H. Ambrose, Associate Director 

SUBJECT: 2012 Virginia CDBG Program Regional Priorities

By now each Planning District Commission has received copies of our 2012 CDBG Program Design. You will note that the changes for the 2012 Program Year are highlighted beginning on page 3. Following your review of the Program Design, we request that each Planning District Commission provide DHCD with the following two items by **Friday, March 16, 2012**:

**A prioritized list of the CDBG Project Types and Activity Categories.**

Using the *List of Project Types / Activity Categories and Ranking Worksheet* enclosed, rank the nine project types in one of three priority groups. Proposals for projects in the highest priority group will receive 50 points. Those with projects in the middle priority group will receive 30 points and proposals for projects in the lowest priority group will receive 15 points.

**A list of CDBG proposals expected to originate in your District in 2012.**

Develop a list of the Competitive Grant (Community Improvement Grant) proposals which may be submitted from the Planning District in 2012. Include the locality name, project name, and project type.

Thank you for your attention to this. These two items will assist us in our evaluation of 2012 project proposals. Should you have any questions, please call Chris Thompson, Policy Manager, at (804) 371-7056.

Enclosure

**2012 Virginia Community Development Block Grant Program  
Regional Priorities**  
*List of Project Types / Activity Categories and Ranking Worksheet*

**Project Types / Activity Categories**

Please reference the 2012 CDBG Program Design for additional information on the Competitive Grant project types and activity categories. The following nine items must be ranked in one of the three priority groups below. **Please check no more than 3 per group:**

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**Ranking Worksheet**

**Planning District Commission:** \_\_\_\_\_

Priority (1 is highest, 3 is lowest)

- | #1                       | #2                       | #3                       |   |
|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Comprehensive Community Development                     |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Economic Development – Job Creation and Retention       |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Economic Development – Site Redevelopment               |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Economic Development – Development Readiness            |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Economic Development – Business District Revitalization |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Housing – Housing Rehabilitation                        |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Housing – Housing Production Assistance                 |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Community Facility                                      |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Community Service Facility                              |

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**Expected 2012 CDBG Proposals:**

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# Middle Peninsula's

## Critical Working Waterfront Infrastructure Inventory

### *Project Description:*

The Middle Peninsula Planning District Commission's (MPPDC) Working Waterfronts Definition Project's purpose is to collaborate with other Virginia Coastal PDC's, the Eastern Shore PDC and the Virginia Institute of Marine Science (VIMS) to develop a Working Waterfronts Plan for Virginia's Coastal Zone. The plan will serve to guide communities in protecting, restoring and enhancing their water-dependent commercial and recreational activities. This program is designed to help communities with existing water-dependent commercial infrastructure understand the long term costs associated with the loss of working waterfronts, to develop new policy tools to help them manage the increasing growth pressures on the working waterfront, and to build the capacity to develop working waterfronts as a thriving component of local economic development.

As part of this Project, MPPDC staff needs to identify the infrastructure critical to working water fronts and to develop a definition of working waterfronts unique to the Middle Peninsula.

"Working Waterfront" as defined in current legislation (112<sup>th</sup> Congress, 1<sup>st</sup> Session: H.R. 3109):

*The infrastructure and places where commercial fisherman, charter fishing captains, tour boat operators, recreational fisherman, boat builders and many other small businesses conduct their business.*

"Working Waterfront" as defined by the Coastal Zone Management Act of 1972:

*"Real property that provides access to coastal waters to persons engaged in commercial fishing, recreational fishing businesses, or other water-dependent coastal-related businesses." This definition includes fishing wharfs and shore-side infrastructure for fisherman, marina slips, boat launching ramps and other access points to the water.*

VIMS and MPPDC staff compiled and sent a draft list of "infrastructure critical to the working waterfront" to Middle Peninsula County Planners. The local county planners/staff have reviewed the list and some input has been received indicating any infrastructure or businesses that need to be added to the list, any entries on the list that are no longer in existence or in business, and any information that is found incorrect. **Please review the list for your locality and note any omissions.**

The following list has been categorized by **Physical Infrastructure** (docks, landings, piers, wharfs), **Retail Infrastructure** (watermen, seafood stores) and **Other Infrastructure** (locations that supplement the working watermen such as fueling stations for boats.)

## Essex County:

### *Physical Infrastructure:*

- Garrett's Marina
- Ware's Wharf
- Bowler's Wharf
- Piscataway Creek Landing
- End of Prince Street, Tappahannock
- Dock Street Ramp, Tappahannock
- Perdue Farms Inc., Granary Road
- Captain Thomas Dock, Tappahannock

### *Retail Infrastructure:*

- T-Bonz & Tuna, Tappahannock
- Lowery's Restaurant, Tappahannock

*Other Infrastructure:* Need more information.

## Gloucester County:

### *Physical Infrastructure:*

- Aberdeen Creek Landing Pier
- Aberdeen Creek Wharf
- Bennie Belvin Seafood Wharf
- B & R Marine Service & Railway Piers
- Cappahosic Landing, Cappahosic Road
- Cedar Bush/Oliver's Landing, Cedar Bush Road
- Cherry Point Landing, Broad Marsh Road
- Crown Pointe Marina, Hayes
- Field's Landing, Field's Landing Road
- Former Cook's Seafood Inc., Fish Piers
- Former Cook's Seafood Inc., Seafood Pier
- Freeport Marina
- Glass Point Landing, Glass Road
- Gloucester Point Marina, Gloucester Point
- Guinea Landing, Browns Bay Road
- Herman Green & Son's Seafood Wharf
- Holiday Marine, York (4 properties)

- John's Point Landing, John's Point Road
- Jordan Marine, Gloucester Point (2 properties)
- J. W. Hogge Seafood Pier
- Miller's Landing, Miller's Landing Road
- Payne's Landing, Payne's Landing Road
- Sedgers Creek Landing Pier
- Severn Landing, Severn Wharf Road
- Severn River Marine, York
- S F Marinas USA LLC, Cappahosic
- Tanyard Landing, Tanyard Landing Road
- VDOT Timberneck Landing Pier
- Ware River Yacht Club, Ware Neck
- Warehouse Landing, Warehouse Road
- York River Seafood Company Wharf, York
- York River Yacht Haven, Gloucester Point (4 properties)
- York River Yacht Haven, Oyster Wharf

*Retail Infrastructure:*

- Bay Water Oyster
- Bennie H. Belvin Seafood, York (6 locations)
- Bennie Belvin Seafood, Achilles
- Big Island Seafood, Hayes
- Bonnville Seafood, Hayes
- Carino Seafood
- Charles Brown
- Cook's Oyster Company, York (8 properties)
- Crabs Express
- Gloucester Seafood, Inc., Abingdon
- Haywood Seafood (2 locations)
- Herman Green & Son's Seafood
- King's Seafood
- Mobjack Bay Seafood
- Sarah's Creek Shellfish
- Shackleford Seafood, Brown's Bay Road (2 locations)
- Severn River Seafood
- Ward Oyster Company, Ware Neck
- York River Seafood, Hayes

*Other Infrastructure:*

- Coastal Design and Construction, Cappahosic
- Gloucester Point Beach Park, Gloucester Point

**King & Queen County:**

*Physical Infrastructure:* Need more information.

*Retail Infrastructure:*

- Diggs Seafood, Mattaponi

*Other Infrastructure:*

- Rainbow Acres Campground (Provides fuel for boats.)
- Tucker Recreational Park (Provides fuel for boats.)

**King William County:**

*Physical Infrastructure:*

- Harbour House Restaurant & Marina, Seafood Pier
- Old Dominion Grain Corporation (Pier)
- RockTenn Plant Chip Wharf (formerly Smurfit-Stone, Inc.)
- RockTenn Plant Fuel Wharf
- RockTenn Plant Paper Wharf

*Retail Infrastructure:*

- Harbour House Restaurant
- Orkin Seafood

*Other Infrastructure:* need more information

**Mathews County:**

*Physical Infrastructure:*

- Davis Creek Marina

*Retail Infrastructure:*

- Edward Vrablitz, Port Haywood
- Horn Harbour Seafood

- Island Seafood, Grimstead
- Jason Smith
- Sea Farms, Hudgins
- Shells Unlimited, Hudgins

*Other Infrastructure:*

- 2 Oyster Seed Operations
- Middle Peninsula Aquaculture

**Middlesex County:**

*Physical Infrastructure:* need more information

*Retail Infrastructure:*

- Batley's Seafood, Deltaville
- Busters Seafood, Urbanna
- BN Garnett Seafood, Waterview
- Chesapeake Bay Oyster
- Gordon Batley, Deltaville
- J & W Seafood, Deltaville
- Kevin Wade, Deltaville
- Rappahannock River Oysters, Topping
- Shores & Ruark Seafood, Urbanna
- Tony Walton Seafood, Urbanna
- T. M. William's & Son Seafood

*Other Infrastructure:* need more information

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## **Middle Peninsula Planning District Commission**

### **FY-2013 Rural Transportation Planning Work Program (RTPP)**

**July 01, 2012 – June 30, 2013**

**&**

### **Resolution for Adoption**

#### **Purpose and Objective**

The Virginia Department of Transportation (VDOT) allocates part of the State Planning and Research (SPR) funding to provide annual transportation planning assistance for non-urbanized areas within the Commonwealth. The Rural Transportation Planning (RTP) Program was created to aid the State in fulfilling the requirements of the State Planning Process to address the transportation needs of non-metropolitan areas. Funds appropriated under 23 U.S.C. 307(c) (SPR funds) are used in cooperation with the Department of Transportation, Commonwealth of Virginia for transportation planning as required by Section 135, Title 23, U.S. Code. These Federal funds provide 80 percent funding and require a 20 percent local match.

In FY-2013 each planning district commission / regional commission will receive \$58,000 from VDOT's Rural Transportation Planning Assistance Program and each planning district commission / regional commission will provide a local match of \$14,500 to conduct rural transportation planning activities. This resource may be supplemented with additional planning funds, but note that the arrangement of all such funds involves development of a scope of work, approval and other coordination in TMPD administrative work programs.

The scope of work shall include specific activities as requested by VDOT and/or the Federal Highway Administration. The scope of work may also include activities or studies addressing other transportation planning related issues that may be of specific interest to the region. The criteria for the determination of eligibility of studies for inclusion as part of this work program are based upon 23 U.S.C. 307 (c), State Planning and Research.

#### **Tasks to be included in the MPPDC's FY-13 Rural Work Program Activities**

- Continue prioritizing recommendations from the RLRP into two categories: 1) by jurisdiction and 2) by region. These lists will be provided to VDOT staff (District Planning and Investment Manager) to be used for consideration in developing the draft Six-Year Improvement Program.
- Continue the identification of possible strategies, funding, development opportunities, etc. for implementing the top 3 recommendations in each of the two categories 1) by jurisdiction and 2) by region.
- Continue coordinating, as appropriate and as requested by VDOT, with the Office of Intermodal Planning and Investment to identify specific locations within the Corridors of

Statewide Significance in your region as identified in VTrans 2035 that would be a candidate for further study. This list will be used to assist the CTB and VDOT in determining which locations within the CoSS to study in the future.

- Continue coordinating and hosting in each member jurisdiction a day to ride and inventory major roads. The purpose is to discuss problems and potential solutions. (VDOT to provide transportation.) Participants on the ride should include: 1) the VDOT Representative on Rural Technical Committee, 2) District Local Liaison (if available), 3) City / County Engineer / Planner, 4) PDC Planner. These field trips will help build working relationships and provide an opportunity to gain local / state perspective on transportation challenges.
- Participate in outreach meetings and review data as requested by VDOT throughout the fiscal year pertaining to:
  - VTrans Update
  - Functional Classification Update
  - Virginia Surface Transportation Plan Update (VSTP)
  - Park and Ride Lots Inventory / Study
  - Bicycle and Pedestrian planning
  - Freight planning
- Technical Assistance to Localities:
  - General technical assistance to localities for rural transportation planning activities (i.e. grant applications, technical questions, etc.).
  - Specific Projects Identified that may begin or continue in FY2013:
    - Initiate, when the County requests, the development of a Transportation Plan for King William County-part of their Comprehensive Plan update,
    - Continue the Prince Street Road Ending Transfer for the Town of Tappahannock-Town desires to transfer control of this road ending from VDOT for use as a public boat landing and recreational area,
    - Continue the Perrin Wharf Road Ending Transfer for Gloucester County-County desires to transfer control of this road ending/wharf from VDOT for use as a pier for working watermen and the public,
    - Initiate, when the County requests, assistance with the Transportation Chapter of the Essex County Comprehensive Plan Update,
    - Initiate, if appropriate and when the Town requests, an Enhancement Grant Application for the Town of Tappahannock's Waterfront Park-Town recently acquired the property between Queen Street and Prince Street and funding is being sought for improvements.
- *Please see the resolution for FY2013 program adoption on the following page.*

*MPPDC RTPP Project Manager Contact:*  
❖ Clara Meier, Regional Projects Planner II  
Office: (804) 758-2311  
Email: [cmeier@mppdc.com](mailto:cmeier@mppdc.com)



# MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

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**Secretary/Acting Director**  
Mr. Lewis L. Lawrence

February 22, 2012

## RESOLUTION DIRECTING THE STAFF TO ASSIST THE VA DEPT. OF TRANSPORTATION IN TRANSPORTATION RELATED MATTERS FOR THE MIDDLE PENINSULA PLANNING DISTRICT AS NECESSARY TO COMPLY WITH THE PROVISIONS OF 23 U.S.C. 135

**WHEREAS** the Virginia Department of Transportation is seeking assistance in transportation planning related matters for the Middle Peninsula Planning District to comply with provisions of 23 U.S.C. 135; and

**WHEREAS** the Virginia Department of Transportation and the Middle Peninsula Planning District Commission have entered in an agreement, dated March 24, 1993, to guide this partnership; and

**WHEREAS** State Planning and Research (SPR) funds in the amount of \$58,000 are being made available to the Middle Peninsula Planning District Commission for the period July 1, 2012 through June 30, 2013; and

**WHEREAS** the Commission has developed the Scope of Work and \$14,500 to utilize SPR funds for the benefit of the local jurisdictions comprising the Middle Peninsula Planning District.

**THEREFORE BE IT RESOLVED** by the Commission that the Executive Director is directed, for and on behalf of the Commission, to furnish such documents and other information as may be required to qualify for authorization under the agreement with the Department and to administer such HPR funds made available, certifying that they shall be administered in accordance with the provisions of 23 CFR Part 420, Highway Planning and Research Program Administration.

COPY TESTE:

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(Secretary)