



# MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

Saluda Professional Center, 125 Bowden Street, P.O. Box 286, Saluda, VA 23149-0286

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## COMMISSIONERS

### Essex County

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

### Town of Tappahannock

Hon. Roy M. Gladding

### Gloucester County

Hon. Ashley C. Chriscoe  
Ms. Brenda Garton  
Dr. Maurice P. Lynch  
(Vacant)

### King and Queen County

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

### King William County

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

### Town of West Point

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

### Mathews County

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

### Middlesex County

Hon. Elizabeth Hurd  
Hon. Wayne H. Jessie, Sr.  
Mr. David Lee  
Mr. Matthew Walker

### Town of Urbanna

Hon. Donald Richwine

### Secretary/Director

Mr. Lewis L. Lawrence

## MEMORANDUM

**TO: MPPDC Board of Commissioners**

**FROM: Lewis Lawrence, Executive Director** 

**DATE: February 19, 2014**

**RE: February Commission Meeting**

The Middle Peninsula Planning District Commission will host its monthly meeting on Wednesday, February 26, 2014, at 7:00 p.m. in the Regional Board Room at the Middle Peninsula Planning District Commission office in Saluda.

Enclosed are the agenda and supporting materials for your review prior to the meeting. As the January meeting was canceled we will also review items previously sent for that meeting as necessary.

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

I look forward to seeing you on February 26<sup>th</sup>!

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

**7:00 P.M.**

**Wednesday, February 26, 2014**

**125 Bowden Street**

**Saluda VA 23149**

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

**AGENDA ITEMS FOR DISCUSSION**

- VI. Presentation on Groundwater Permitting Requirements - Craig R. Nicol,  
Groundwater Withdrawal Permitting Program Manager, DEQ
- VII. Adoption of 2014 MPPDC Meeting Schedule
  - o Appointment of Nominating Committee
  - o Appointment of OPD and Budget Committee
- VIII. General Assembly Lobby – Richmond Sunlight Website
- IX. 2014 CDBG Priorities Discussion
- X. Adjournment

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# Project Financial Report

Middle Peninsula Planning District Commission

Run Date: 02/07/2014  
 Run Time: 11:22:39 am  
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Period Ending: 01/31/14

		Expenditures						
Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30009	FY14 Local Programs	171,785.00	2,848.95	94,696.20	77,088.80	55.12%	171,524.78	76,828.58
30010	Local PAA Stewardship/	17,000.00	0.00	14,494.18	2,505.82	85.26%	17,000.00	2,505.82
30013	EE&CBG Project	3,894.00	68.82	2,044.33	1,849.67	52.50%	2,027.28	-17.05
30015	Tappahannock Comp Plan	11,200.00	658.80	7,832.73	3,367.27	69.94%	3,995.26	-3,837.47
30016	Essex Comp Plan Update	27,675.00	2,165.36	16,613.97	11,061.03	60.03%	6,196.28	-10,417.69
30104	MP-VSG Univ. Partner	3,000.00	2,457.19	5,608.04	-2,608.04	186.93%	0.00	-5,608.04
30105	EDA Broadband	63,161.00	3,280.18	13,769.94	49,391.06	21.80%	0.00	-13,769.94
30170	MPBDP FY12 Staff Sup	13,825.00	257.35	9,338.29	4,486.71	67.55%	12,718.61	3,380.32
30209	FY14 Transportation Dem	74,000.00	4,533.65	38,327.14	35,672.86	51.79%	44,919.00	6,591.86
30311	FY14 Rural Transportati	72,500.00	5,838.02	39,152.61	33,347.39	54.00%	17,554.41	-21,598.20
30420	Onsite Loan Management	105,940.14	421.83	103,428.78	2,511.36	97.63%	112,437.29	9,008.51
30423	VCWRFR Onsite Fund	82,500.00	5,451.00	57,569.21	24,930.79	69.78%	79,071.80	21,502.59
30426	WQIF 2010	102,883.00	0.00	101,234.12	1,648.88	98.40%	101,234.12	0.00
30502	Water Supply Planning	107,526.97	427.64	111,526.08	-3,999.11	103.72%	153,950.00	42,423.92
31002	GA Lobby FY09	0.00	0.00	18,247.75	-18,247.75	0.00%	24,000.00	5,752.25
31201	AHMP Update 2014	125,010.00	2,133.75	10,685.33	114,324.67	8.55%	0.00	-10,685.33
32008	FY14_PAA Staff Support	2,125.00	183.94	3,796.26	-1,671.26	178.65%	2,669.28	-1,126.98
32009	Lands End Master Plan	10,000.00	-12.28	10,340.34	-340.34	103.40%	10,175.77	-164.57
32120	FY13 Coastal TA Task 44	60,000.00	-24.41	60,514.90	-514.90	100.86%	54,468.47	-6,046.43
32121	Land & Water Quality Pr	50,000.00	-27.35	51,079.36	-1,079.36	102.16%	44,578.97	-6,500.39
32122	Living Shorelines	49,858.00	-17.17	50,264.83	-406.83	100.82%	49,858.00	-406.83
32123	Stormwater Management (	247,786.00	6,439.09	162,652.80	85,133.20	65.64%	133,246.78	-29,406.02
32124	Aberdeen Harbor Master F	13,034.00	1,242.76	10,281.02	2,752.98	78.88%	2,506.27	-7,774.75
32125	Floating Structures	29,780.00	-41.17	30,395.66	-615.66	102.07%	29,780.00	-615.66
32126	VIMS WWF	5,000.00	-10.01	5,210.88	-210.88	104.22%	5,000.00	-210.88
32127	FY14_Coastal TA	60,000.00	4,856.22	21,340.49	38,659.51	35.57%	7,500.00	-13,840.49
32128	LWQ III FY14	47,022.00	2,817.86	14,245.57	32,776.43	30.30%	0.00	-14,245.57
32129	Water Reuse	22,535.00	2,174.35	4,284.58	18,250.42	19.01%	0.00	-4,284.58
32130	Aberdeen TIF	40,000.00	2,084.56	4,176.72	35,823.28	10.44%	0.00	-4,176.72
32131	Stormwater Management I	170,500.00	3,937.53	3,937.53	166,562.47	2.31%	0.00	-3,937.53
32204	WW Coalition Summit A	46,341.00	1,367.56	24,023.74	22,317.26	51.84%	19,192.51	-4,831.23
<b>Totals:</b>		<b>1,835,881.11</b>	<b>55,514.02</b>	<b>1,101,113.38</b>	<b>734,767.73</b>	<b>59.98%</b>	<b>1,105,604.88</b>	<b>4,491.50</b>

# Balance Sheet by Category

Middle Peninsula Planning District Commission

Run Date: 2/7/14  
Run Time: 11:20:44 am  
Page 1 of 1

Period Ending: 01/31/14  
Format: 1 Board

## Assets:

Cash in Bank	560,843.38
Receivables	263,757.09
Property & Equipment	12,301.69

**Total Assets:**

**\$836,902.16**

## Liabilities:

Accounts Payable	2,396.19
VRA Loan Payables	135,321.79
Payroll Withholdings	-0.01
Accrued Leave	30,756.62
Cost Allocation Control	10,193.93

**Total Liabilities:**

**\$178,668.52**

## Equity:

Local Initiatives/Information Resources	70,831.38
Economic Development	-15,997.70
Transportation Programs	-15,006.34
Onsite Repair & Pumpout	30,520.47
Housing	-16.50
Coastal Community & Environmental	-97,570.52
Mandates	31,743.90
Temporarily Restricted	188,479.87
General Fund Balance	465,249.08

**Total Equity:**

**\$658,233.64**

**Total Liabilities and Equity**

**\$836,902.16**

**Balance:**

**\$0.00**

## Agencywide R&E by Category

Middle Peninsula Planning District Commission

Run Date: 02/07/2014  
 Run Time: 11:21:26 am  
 Page 1 of 1

Period Ending: 01/31/14  
 Format: 1 Agencywide R&E  
 With Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Ovr	% Bud
<b>Revenues</b>					
Local Match	110,064.00	-1,494.23	59,152.25	50,911.75	53.74%
Local Annual Dues	109,899.00	0.00	109,899.00	0.00	100.00%
Local Other Revenues	64,960.00	0.00	55,802.08	9,157.92	85.90%
Local Other Organizations	4,516.00	0.00	5,728.56	-1,212.56	126.85%
State Revenues	242,662.00	37,740.00	100,972.72	141,689.28	41.61%
Federal Revenues	234,999.00	5,575.50	122,057.95	112,941.05	51.94%
Miscellaneous Income	12,000.00	508.14	9,289.52	2,710.48	77.41%
Onsite Loan Program Income	8,840.00	690.48	15,128.58	-6,288.58	171.14%
<b>Revenues</b>	<b>787,940.00</b>	<b>43,019.89</b>	<b>478,030.66</b>	<b>309,909.34</b>	<b>60.67%</b>
<b>Expenses</b>					
Personnel	457,474.70	44,223.69	293,529.26	163,945.44	64.16%
Facilities	29,864.00	2,434.00	17,704.19	12,159.81	59.28%
Communications	2,550.00	325.28	2,251.73	298.27	88.30%
Equipment & Supplies	9,750.00	244.38	2,616.66	7,133.34	26.84%
Travel	5,425.00	194.43	3,409.72	2,015.28	62.85%
Professional Development	13,650.00	728.00	4,288.30	9,361.70	31.42%
Contractual	67,489.00	6,019.97	61,880.92	5,608.08	91.69%
Miscellaneous	46,865.00	2,838.51	28,542.96	18,322.04	60.90%
Regional Share	110,064.00	-1,494.23	59,302.25	50,761.75	53.88%
<b>Expenses</b>	<b>743,131.70</b>	<b>55,514.03</b>	<b>473,525.99</b>	<b>269,605.71</b>	<b>63.72%</b>
<b>Agency Balance</b>	<b>44,808.30</b>	<b>-12,494.14</b>	<b>4,504.67</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

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

➤ 72% Out Commute Rate

#### By the Numbers

➤ 1.1% Total State Population

➤ \$50,001 Median Household Income



#### For More Information:

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

Please visit the MPPDC website at:

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

# Regional Profile:

## 2000-2011 Demographic Information

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

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

# MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

## Staff Activities Service Summary of Regional Progress

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

### REPORT ON MANDATED INITIATIVES

Locality	Water Supply Plan Support Staff: Lewie Start Date: 7/2008 Completion Date: 6/2011		Stormwater Management Support Staff: Jackie Start Date: 12/2012 Completion Date: 6/2014		All-Hazards Mitigation Plan Update Support Staff: Harrison Start Date: 1/2014 Completion Date: 12/2016	
	Participating	Current Status	Participating	Current Status	Participating	Current Status
Essex	✓	Found Compliant	✓	Submitted preliminary VSMP packages	✓	Received MOU and LPT member appointment
Gloucester		NA	✓	Submitted preliminary VSMP packages	✓	Received MOU and LPT member appointment
King & Queen	✓	Found Compliant	✓	Submitted preliminary VSMP packages	✓	Received MOU and LPT member appointment
King William	✓	Found Compliant	✓	Submitted preliminary VSMP packages	✓	Received MOU and LPT member appointment
Mathews	✓	Found Compliant	✓	Submitted preliminary VSMP packages	✓	Received MOU and LPT member appointment
Middlesex	✓	Found Compliant	✓	Submitted preliminary VSMP packages	✓	Received MOU and LPT member appointment
Town of Tappahannock	✓	Found Compliant	✓	Submitted preliminary VSMP packages	✓	Received MOU and LPT member appointment
Town of West Point	✓	Found Compliant	✓	Submitted preliminary VSMP packages	✓	Received MOU and LPT member appointment
Town of Urbanna	✓	Found Compliant	✓	Submitted preliminary VSMP packages	✓	Received MOU and LPT member appointment

## New Opportunities Identified to Implement Commission Priorities

Service Center	Project Title and Description	Funding Requested	Status
Emergency Mgmt	SAFER Grant – Emergency Services Personnel Recruitment & Retention -King & Queen	\$644,144	Submitted
Economic Dev	EDA Broadband	\$58,000	Funded
Mandate/Environ	DEQ Regional Stormwater Program Design	\$85,250	Funded
Mandate/Environ	NFWF Mathews Ditching	\$38,850	Awarded
Emergency/Mandate	VDEM – Natural Hazard Mitigation Plan Update	\$93,750	Funded
Economic Dev	AFID Grant – Forestry/Agriculture – Essex County	\$17,000	Funded (Essex County)
Economic Dev	USDA RBEG Flashfreeze Study	\$90,000	Not funded
Environmental	CZM Water Reuse	\$22,798	Funded
Environmental	CZM – TIF Dredging	\$40,000	Funded
Environmental	NFWF - Coastal VA Ditches: Assessing, Prioritizing & Enhancing	\$999,909	Submitted
Environmental	NFWF – Living Shorelines Incentive Program	\$488,252	Submitted
Transportation	DRPT – FY15 TDM Operating	\$59,200	Submitted
Transportation	DRPT – Update Long Range TDM Plan	\$16,000	Submitted
Economic Dev	DHCD – University Partnership Planning Grant	\$42,000	Funded
MPCBPAA	DGIF – Captain Sinclair Public Boating Access Facility	\$25,000	Not Funded
MPCBPAA	DGIF – Stampers Bay Landing – Middlesex County	\$50,000	Not Funded
MPCBPAA	CBRF – PAA signage	\$500	Approved

**Middle Peninsula Planning District Commission**  
**Executive Director's Report of Regional Progress**  
**February 14, 2014**

**MPPDC: Membership, Appointments, Committee Assignments, and Networks**

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

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

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

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

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

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

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

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

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

## MPPDC Staff and Contact Information

### **Executive Director: Lewis Lawrence**

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

### **Finance Director: Beth Johnson**

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

### **Chief of Community Planning : Marquitrice Wright**

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

### **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*

### **Planner 2: Jackie Rickards**

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

### **Secretary: Rose Lewis**

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

## MANDATES

Funding – VDEM, VDEQ, localities, MPPDC General Fund

### **Project 30502 Water Supply Planning**

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

- Provided Middle Peninsula local government administrators with notice of regulatory compliance finding from DEQ Water Supply Division. Provided URL link of the Middle Peninsula plan to several localities looking for access to the plan.

### **Project 32123 DCR Stormwater Management**

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

- Attended the King William County Board of Supervisors meeting on January 27, 2014 to provide a broad overview of the Virginia Stormwater Management Program (VSMP), pending legislation, and the progress that King William County has made in the development of a local VSMP.
- Drafted a document that explains and provides examples of the cost and deficits of implementing local VSMPs within the Middle Peninsula. This was sent to Delegate Keith Hodges to support arguments for HB 1173.
- Organized and submitted preliminary VSMP packages for King and Queen, King William, Middlesex, Mathews, and Essex Counties and the Town of West Point on January 15, 2014. Since that date, DEQ provided these localities with letters of completeness stating: *We have reviewed the VSMP program package for completeness and ..... VSMP program package submission has been determined to be complete per Section 62.1-44. 15:27 of the Code of Virginia and 9VAC25-870-150 of the VSMP regulations. We are now working on specific comments for elements of the VSMP program package, which we will provide as soon as we can via email or under a separate letter.*
- Drafted and submitted a quarterly report to DEQ for the Phase I Stormwater Management Program Development grant.

- Corresponded with Glenn Courtney at Rappahannock Community College (RCC) in an attempt to secure a meeting space for a stormwater seminar for local contractors/landscapers/surveyors. However, due to pending construction at RCC a space was unavailable.
- Corresponded with Betty Muncy, Middlesex County, to secure a room at the Cook's Corner Office Complex to hold a stormwater seminar for local contractors/landscapers/surveyors. The meeting has been scheduled for March 25, 2014 at 8:30 a.m.
- Requested a list of local contractors/landscapers/surveyors for the upcoming educational seminar. Local contacts will be mailed flyers about the event.
- Attended William & Mary Law School Seminar focused on the Role of Law and Government in Protecting Communities from Environmental Risk on January 31, 2014.
- Currently drafting budget amendments for Phase I of VSMP development, to provide additional technical assistance to localities.

### **Project 32131 Stormwater Management-Phase II**

*With the VSMP implementation date quickly approaching, MPPDC staff and Draper Aden Associates will continue working with localities (i.e. Middlesex, King William, and Mathews Counties and the Town of West Point) interested in participating in a Regional Stormwater Management Program. While each locality is seeking different services from this regional program, this project will coordinate efforts, develop regional policies and procedures, as well as, the proper tools to implement a regional VSMP.*

- Held a conference call with Carolyn Howard, Draper Aden Associates, to discuss an approach to the DEQ Virginia Stormwater Management Program development Phase II project. A project kick-off meeting was scheduled for February 12, 2014; however, due to inclement weather the meeting was postponed. The meeting will be rescheduled in early March.
- Discussed local Virginia Stormwater Management Program development and the current progress that is being made by Middle Peninsula localities with Frances Hubbard of the *Tidewater Review*. Front page article ran in February 12 edition and can be accessed at <http://www.tidewaterreview.com/news/va-tr-region-works-to-meet-stormwater-mandates-many-await-legislation-to-opt-out-of-local-programs-20140206,0,3745155.story>.

### **Project 31201 Middle Peninsula All-Hazards Mitigation Plan Update**

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

- The AHMP Local Planning Team (LPT) is a group of appointed citizens representing the 6 counties and 3 towns that are covered in the All Hazards Mitigation Plan update. All counties and towns have appointed members for a total of 16 members. Sent a letter to all members of the Local Planning Team introducing the project and preparing the LPT for first meeting.

**Localities with signed MOU's and Designated Local Planning Team (LPT) Members as of February 15, 2014**

	Essex	King William	King and Queen	Mathews	Gloucester	Middlesex	Tappahannock	Urbanna	West Point
MOU Signed	X	X	X	X	X	X	X	X	X
LPT Members	Larry Smith Chief – Emergency Services	Travis Lindsey Emergency Management Coordinator	Greg Hunter Emergency Services Coordinator	Edwina Casey Board Of Supervisor	Creig Moore Emergency Management Coordinator	Mark Nugent Emergency Services Coordinator	Jimmy Sydnor Assistant Town Administrator	John Gill Zoning Administrator	Holly McGowen Community Development Director
	Jimmy Brann	Bret Schardein Community Development Director		Dave Burns Emergency Services Coordinator	Garrey Curry Assistant County Administrator for Community Development	Wally Horton Director of Planning and Zoning		Holly Gailey Town Administrator	Bobby Mawyer Chief of Police

**INFORMATION RESOURCES/ASSISTANCE**

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

- Drafted and submitted the final report and project summary for the Land and Water Quality Protection Phase II project for Virginia Coastal Zone Management Program. Also assisted in editing and reformatting the final report and project summary for the Coastal TA Report.
- Attended the Hampton Roads Planning District Commission Environmental Committee meeting to review MPPDC Section 309 Projects funded through the Virginia Coastal Zone Management Program. Topics covered included Roadside and Outfall Ditches and Onsite Sewage Disposal Systems.
- Corresponded with Deborah Weir regarding *Chesapeake the Film* and asked if the MPPDC or the PAA past reports or experience with working waterfront could assist in the development of the film. Deborah expressed an interest in our work and mentioned an upcoming viewing of the film in Topping, VA.
- Updated [www.mppdc.com](http://www.mppdc.com) website –meeting notices, reports.

**COASTAL COMMUNITY DEVELOPMENT/ ENVIRONMENTAL**

Funding – VDEQ, VIMS, VDCR, local match from MPPDC General Fund & partners

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

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

*individual projects and operations of the Authority, as well as, by responding to daily requests for assistance from local government staff.*

- Discussed a draft design for a Middle Peninsula Chesapeake Bay Public Access Authority online reservation system with Kirk Whiting, Virginia Interactive, LLC (VI) Director of Operations and Marketing/Project Manager. VI is a wholly owned subsidiary of NIC and signed its original contract with the Commonwealth of Virginia in September 1997. NIC has been in business since 1992 and currently has engagements in 29 states. For nearly 16 years, it has been VI's "privilege to develop, build and operate in the Commonwealth and deliver award winning essential eGovernment information and services to the businesses and citizens".
- Consulted with Lee Stephens, Lee Stephens Law, concerning the need to vacate property lines at the Williams Wharf Landing facility in Mathews County. The Middle Peninsula Chesapeake Bay Public Access Authority co-holds the public access easement on the Williams Wharf Facility. Vacating of the property lines does not impact or change the terms of the easement.
- Developed agenda and convened the February 2014 MPCBPAA Board Meeting on February 14, 2014. Agenda topics included: election of officers; DGIF grant application discussion for Cpt. Sinclair Recreation area (Gloucester County) and Stampers Bay (Middlesex County); NFWF- Living Shoreline Proposal for Cpt. Sinclair Recreation area (Gloucester County) and potential NFWF proposal for technical help for the Haworth Tract (King and Queen County); General Assembly Budget Amendment Update, etc. The new Chairman is Mindy Moran, Mathews County, and the new Vice-Chair is Margaret H. Davis, Essex County.
- Prepared vouchers, processed A/P, reconciled bank statements. Prepared financial statements. Invoiced Gloucester Rowing Association for utility bills at Lands End.

#### **Projects 32120/32127 Virginia Coastal Zone Management Program**

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

- Consulted with Delegate Keith Hodges concerning *HB 1173* intended to allow Virginia local governments the choice to administer a local stormwater program or return the administration to the state for oversight.
- Consulted with Tim Schrader, Department of Conservation and Recreation State Park Manager, concerning proposed budget amendment to fund capital and maintenance needs for the Middle Peninsula State Park acquired in 2005 located in Gloucester County, near Roswell Plantation. Without capital and maintenance funds, the state park remains closed to the public. Discussed public access issues and dredging issues on Aberdeen creek which abuts part of the state park.
- Consulted with Dwyane Roadcap, Acting Division Director for the Virginia Department of Health Office of Environmental Health Services Division of Onsite Sewage, concerning waiver of permit issuance fees and requirements for the issuance of a second permit fee when the AOSE (Authorized On-site Soil Evaluator) makes a lateral change in system technology when a change is necessitated by reasons unrelated to public health. Agreed to host a meeting between Three Rivers Health District, Virginia Department of Health Central Office staff and local AOSE's to discuss the issue.
- Drafted final Summary Report and Final Report for FY13 Technical Coastal Zone Management Program.

### **Project 32121/32128 Land and Water Quality Protection**

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

- Corresponded with Carolyn Howard, Draper Aden Associates, regarding the Phase II Mathews County Ditching Project. A kick-off meeting was scheduled for February 12, 2014, but was canceled due to inclement weather. The meeting will be rescheduled early March.

### **Project 32204 Working Waterfront Coalition Summit**

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

- Consulted with Danielle Molnar (contract worker for NOAA) who leads cross division technical and content teams in the development of the Coastal County Snapshot product line (<http://www.csc.noaa.gov/digitalcoast/tools/snapshots>) and Economics: National Ocean Watch product line, including the ENOW Explorer. Mrs. Molnar will be providing Middle Peninsula, Northern Neck, and Eastern Shore county level economic snapshots for the upcoming Virginia Working Waterfront workshop.
- Reviewed the proposed final draft agenda for the Virginia Working Waterfront workshop to be held at VIMS on Feb 25<sup>th</sup>. Agenda items include national, state and local legal issues; land use planning; emerging markets and strategies to protect working waterfronts in the lower Chesapeake Bay and beyond.
- Consulted with Bill Pruitt, plenary speaker for the Virginia Working Waterfront symposium. Mr. Pruitt will be speaking about a life time of working on and managing Virginia Working Waterfronts.
- Worked with Beth Polak, VA Coastal Zone Management, on finalizing the workshop agenda.
- Drafted zoning maps for the working waterfronts workshop and sent an example to NNPDC, HRPDC, and ANHPDC for replication

- Attended Working Waterfronts Committee Meeting to discuss final preparations for WWF Workshop to be held at VIMS Watermans Hall on February 26<sup>th</sup>.

### **Project 32124 Aberdeen Creek Harbor Master Plan**

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

- Researched court documents showing the adjudication of the civil suit for the Gloucester Seafood Property on Aberdeen Creek.

### **Project 32129 Water Reuse**

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

- Received local appointments to the Water Reuse Committee from Gloucester, Essex, Mathews, and Middlesex Counties and the Town of West Point.
- Corresponded with Valerie Rourke, Water Reuse Coordinator at Virginia Department of Environmental Quality, to schedule a presentation to the Water Reuse Committee. A presentation to the Committee has been scheduled for March 11, 2014 at 10 a.m. The presentation will include a general overview of water reuse and reclamation, new regulation changes, and current projects on the ground.

### **32130 Aberdeen TIF**

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

- Researched the impacts of the various zoning and use changes to property values in relation to Tax Increment Financing revenue generation. Spoke with Derrick Green with the Gloucester County Tax Assessors Office to determine the factors used to calculate property values and tax assessment on the Gloucester Seafood property on Aberdeen Creek.

**Project 30209 Transportation Demand Management (TDM) Services**

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

- Attended TDM working group meeting with Department of Rail and Public Transportation (DRPT) and Southeastern Institute of Research (SIR) to review 6 online ridematching software packages to make determination of which vendor to approve for provision of new ridematching database and online software for non NOVA TDM agencies. The group recommended that DRPT enter into negotiations with RideShark and Green Ride Connect to provide ridematching software and database. Group still needs to determine branding, hosting and pricing for new ridematching program. DRPT has yet to commit to funding this project to provide updated and enhanced ridematching capabilities for non NOVA TDM agencies. These entities (including MPPDC) are utilizing outdated and unsupported software designed in 2001. The major issue for MPPDC's TDM program is that the program cannot access the databases for the Richmond and Hampton Roads regions where many of the 72% of Middle Peninsula workers commute to employment.
- Prepared and submitted application for FY15 funding for Middle Peninsula TDM program to DRPT. Funding of \$59,200 with matching contributions of \$14,800 remains the same as for the past few years and will provide for staff to assist commuters and employers with alternative transportation options and with promotion of the program throughout the region.
- Prepared and submitted application for FY15 funding to update the Middle Peninsula Transportation Demand Management Program Long Range Plan. DRPT is requiring all TDM programs to update their long range plans for the purpose of improving the efficiency and effectiveness of transportation demand management programs and services in the Commonwealth of Virginia; and to serve as a management and policy document for the TDM program operators; to maximize the investment of public funds and achieve the greatest possible public benefit; to provide the basis for inclusion of an operator's operating and capital programs in planning and programming documents such as: the Six Year Improvement Program (SYIP), Statewide Transportation Improvement Program (STIP), Transportation Improvement Program (TIP) and Constrained Long Range Plan (CLRP).
- Participated in teleconference with John Mahoney, Human Services Project Manager, DRPT, Alex Eguiguren, NNPDC, and Ken Pollok and Katherine Newman, Bay Transit, to discuss 5310 grant application proposals and their compliance with Middle Peninsula and Northern Neck Coordinated Human Services Mobility Plans (CHSM). Proposals for operating and equipment funding from FHA and FTA through DRPT must be analyzed as to whether they meet the needs prioritized in regional CHSM plans. Bay Transit is the only organization applying for funding from these programs. Bay Transit is applying for funding to continue their mobility management program for the two regions. The program provides rides for disabled and elderly residents and coordinates transportation with local human services agencies.
- Completed new website for TDM program – [www.midpenrideshare.org](http://www.midpenrideshare.org). New website is hosted at MPPDC and allows staff to more easily update online information.. Added information and links for Virginia Telework Tax Credits ([www.teleworkva.org](http://www.teleworkva.org)) and Annual Telework Week to be held March 3-7, 2014.

- Sent notice to Association for Commuter Transportation Telework Council membership regarding teleconference on February 25<sup>th</sup>.
- Discussed MPPDC Transportation Demand Program with Bill Nachman, *Gloucester-Mathews Gazette-Journal*.

**Project 30311 Rural Transportation Planning**

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

- Attended the VTrans Forum on Performance-Based Planning and Programming on January 24<sup>th</sup> in Richmond. The forum discussed new programming requirements under MAP 21 and allowed local planners an opportunity to provide comments.
- Received Essex County and Town of Tappahannock resolution to Virginia Commonwealth Transportation Board requesting the transfer of Prince Street Road ending to the Town of Tappahannock.
- Contacted by Bret Schardein, King William Planning Director, requesting a review and discussion of the elements for the King William County Transportation Plan update.
- Attended Middle Peninsula Broadband Authority Meeting held on January 15<sup>th</sup>.
- Consulted with Craig VanDussen regarding attendance at the National Planning Conference in Atlanta, April 26<sup>th</sup> through 30<sup>th</sup>. Registered for conference to be held in Atlanta in April.
- Researched transportation data for updating the Essex County and Town of Tappahannock Comprehensive Plans.
- Registered to attend the VAPDC training conference on February 20<sup>th</sup> in Charlottesville, VA.

**ONSITE REPAIR & PUMPOUT**

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

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

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

- Received phone call from Gloucester County homeowner regarding assistance available for septic hook-up. Referred to VDH for information regarding possible assistance available through VDH’s NFWF grant.
- Received phone call from Gloucester County homeowner regarding assistance available for septic repair. Discussed funding and directed homeowner to website to download application. Application received and follow-up phone call discussion revealed homeowner is planning to install at nitrogen-reducing system which may be eligible for grant funding through VDH NFWF grant. Provided homeowner with contact information for VDH consultant Gary Wood and emailed contact information to Mr. Wood.

- Received phone call from Mathews County homeowner soliciting legal advice regarding failing septic system. Homeowner has a 3 year old clearstream system that has failed. Homeowner was approved for funding up to \$3000 for repairs, but it appears that the problems are more serious than originally anticipated and may require much more work at a greater cost. Homeowner is concerned about paying more for a system that is only 3 years old and in their opinion was either improperly designed or installed. Recommended homeowner to discuss issues with their attorney.
- Consulted with Kristal Reiner, Church View Septic, regarding assistance available for Middlesex County repair. Middlesex County resident applied for assistance several years ago, but as this is an heir situation, MPPDC was unable to provide funding. Discussed legislation passed in 2013 which provides for locality to adopt an ordinance to allow for “heir situation” homeowners to “repay” septic repair loans through their real estate tax bills. MPPDC is currently working with Mathews County’s County Attorney to draft such as ordinance for Mathews County. This would provide a template for other localities interested in providing this tool to allow their residents this opportunity to receive assistance for funding of septic repairs.
- Received phone call from Mathews County client regarding next steps. Homeowners closed on funding package on January 28, 2014. Informed them that they should inform their septic installer to proceed with repair.
- Received email from homeowner regarding assistance for new septic system installations. Provided contact information for SERCAP.
- Consulted with Tammy Faulkner, Mathews County Health Department, regarding heir situation septic repair. Resident and 5 children are residing in home owned by an incarcerated heir to the property. This poses significant difficulties in ability of the Onsite Program to offer assistance especially with the lack of significant grant funding. Discussed the difficulties and brainstormed possible solutions. Major obstacles are the inability to repay the loan and to encumber the property as collateral for a loan over \$3,000.
- Consulted with Marc Longest, Middlesex County Health Department, regarding a King and Queen County homeowner with a septic problem. Homeowner looking for assistance for pumpout so that septic company can determine problem with system. Mr. Longest believes there is a hole in the line. Discussed the limitations of the funding available – minimum loan requirement of \$500. This particular repair will probably be less than \$500 in total and therefore ineligible for funding from the program.
- *Note: All WQIF grant funds have been committed. Extremely limited grant funds available from VRA loan funds that do not have to be repaid. MPPDC staff are continuing to search for additional grant funding for this program. The ability to blend loans with grants is crucial in assisting low income homeowners in correcting failing septic systems. **Remaining funding - ~\$62,462 of which a maximum of \$19,331 can be in the form of grants to eligible homeowners.***

## ECONOMIC DEVELOPMENT

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

### **Project 301702 Small Business Revolving Loan Fund**

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

- Received phone call from Gloucester County client regarding interest rate on business loan.
- Reviewed USDA grants received by MPPDC and MPBDP, Inc. for technical assistance funding. USDA continues to refer clients to MPPDC for small business loans, but has yet to authorize MPPDC to make such loans. MPPDC received MPBDP, Inc's loan portfolio and has continued to service their loans, but no longer has a program to provide technical assistance to entrepreneurs nor criteria to evaluate proposals from businesses for loans.
- Executed ACH loan payments for MPBDP loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients' bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 15<sup>th</sup> of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12<sup>th</sup>.

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

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

- Received an invitation to attend the Virginia University Based Economic Development Council meeting to be held at University of Mary Washington to discuss the Middle Peninsula-University Partnership effort to enhance access to University services, programs, and staff to private industry across the Middle Peninsula.

**Project 30105 Middle Peninsula Broadband Study**

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

- Consulted with Bob Gittler, Economic Development Administration U.S. Department of Commerce, concerning the review of the Middle Peninsula Comprehensive Economic Development Strategy. Review letter should be coming this month.
- Convened the first workshop of the Broadband group which included representatives from Mathews, Gloucester, King William, Essex, Middlesex, and King and Queen Counties, the Center for Innovative Technology (CIT), and staff from the Middle Peninsula Planning District Commission. 19 people participated in the meeting. Items discussed at the meeting were: the Middle Peninsula Broadband Authority and the EDA grant; examples of wireless Broadband networks in rural communities; a discussion on the King and Queen County model; and a discussion of CIT's education, awareness and adoption campaign. Ms. Terry recommended the region move forward with setting up a wireless broadband network. Action items for the next meeting include: modeling the wireless signal in the Middle Peninsula by providing CIT with the an inventory of existing vertical assets in each county; discussing broadband goals for the region; discussing grant funding sources; and hearing a proposal from a Wireless Internet Services Provider (WISP).
- Building on the suggestions from the first Broadband workshop, requested that counties submit a database with vertical assets and county owned land. The databases have been sent to Virginia Tech for modeling, which will culminate in a report showing the potential for wireless broadband network coverage areas and showing areas not able to be covered ("dead zones") utilizing existing infrastructure (vertical assets). This report will allow the region to assess the potential infrastructure, and costs of said infrastructure, needed to set up a wireless broadband system.

- Attended the February 4, 2014 Middlesex County Board of Supervisors meeting to present an update on the Middle Peninsula Broadband Authority.

## LOCAL INITIATIVES

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

### **Project 30009 Local & Regional Technical Assistance**

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

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

- Responded to a request from Dennis Gaston, Department of Forestry for GIS shapefiles for the Browne Tract in Essex County.
- Sent information to Essex County, Town of Tappahannock, and King William County on a NFWF Technical Assistance grant that will allow for update of the zoning and municipal codes in an effort to include water quality measures.
- Submitted proposal to National Fish and Wildlife Foundation (NFWF) for program to provide incentives for Living Shoreline installations. Proposed project to include design of a Living Shorelines Revolving Loan Program (LSIP) which may include an insurance fund to assist homeowners if plantings need to be replaced before they have been able to take hold due, one or more demonstration projects at MPCBPAA property on the Severn River in Gloucester County, and grant funding as incentive to homeowners. A total of \$488,252 was requested. Securing loan funds to capitalize the Revolving Loan Fund will be crucial to the success of this project. MPDPC staff have discussed this with DEQ and will continue to explore options to finance the RLF.
- Coordinated with Draper Aden Associates to finalize Hurricane Sandy Coastal Resiliency grant application focused on Assessing, Prioritizing, and Enhancing Ditches throughout the Middle Peninsula Region. Upon receipt of support letters, the application was submitted. A total of \$999,908.92 was requested.
- Provided Tom Swartzwelder, King & Queen County Administrator, with information about the Governor's Agriculture and Forestry Industry Development Grant.

### **Project 30015 Tappahannock Comp Plan Update/ Project 30016 Essex Comp Plan Update**

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

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

*Along with the Comprehensive Plan, Essex County has contracted for the Planning District Commission to lead the Planning Commission in discussions regarding the future preparation of a Capital Improvement Plan (CIP), and prepare a Virginia Enterprise Zone Designation (VEZD) application for the County. The Virginia Enterprise Zone (VEZ) program is a partnership between state and local government in which both parties seek to improve economic conditions within designated localities. The program is meant to complement additional local, state, and federal economic development activities to create an improved climate for private sector investment and to focus limited resources on strategically targeted areas. A proposal will be submitted on behalf of the locality by the deadline of June 28<sup>th</sup>, 2013 using the Department of Housing and Community Development Centralized Application Management System (CAMS).*

- Contacted Jimmy Bran, Essex County Emergency Management, for information regarding Emergency Rescue Services information for the Town of Tappahannock Comprehensive Plan update.
- Contacted Jim Evans, Airport Manager for Essex County Airport, and received information regarding airport facilities and services used to update the Essex County Comprehensive Plan.
- Convened a meeting with the Essex –Tappahannock Comprehensive Plan Update Steering Committee on February 5th to update the Public Facilities and Transportation sections of the two comprehensive plans.
- Received Essex County and Town of Tappahannock resolution to Virginia Commonwealth Transportation Board requesting the transfer of Prince Street Road ending to the Town of Tappahannock.

## HOUSING

### Funding –Housing Loan Program Income

#### **Project 300132 Energy Efficiency and Conservation Block Grant (EECBG)**

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

- Executed ACH loan payments for EECBG loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients' bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 15<sup>th</sup> of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12<sup>th</sup> of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.

## EMERGENCY SERVICES

### Funding - Pending

In response to the Commission's work plan to address emerging emergency management issues, MPPDC staff prepared an application to the Federal Emergency Management Agency for a proposal for *Staffing for Adequate*

*Fire and Emergency Response Grants (SAFER)*. Unfortunately, only King and Queen County was able to provide the required information for submittal. Each locality identified a reason for not being able to respond. Two of the local Emergency Coordinators and MPPDC staff had a difference of opinion as to submittal eligibility. MPPDC staff contacted the SAFER RFP staff and was advised that “*As long as the locality was not duplicating efforts they could participate in another proposed project*”. Some localities were unable to respond. MPPDC amended the proposal and submitted singularly for King and Queen County.

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

### **AGENCY ADMINISTRATION**

Funding - Indirect cost reimbursements from all PDC projects

#### **300091 MPPDC Administration**

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

- Prepared vouchers, processed A/P, processed payroll, processed deposits and balanced bank accounts. Prepared MPPDC monthly financial statements.
- Registered to attend VAPDC Workshop in Charlottesville on February 20<sup>th</sup>. Financial staff from PDC’s across the region will discuss financial and accounting issues particular to planning district commission administration. Topics to include state funding and reimbursement of indirect costs and staff compensation.

### **CLOSED FY14 PROJECTS**

#### **30426 DCR WQIF Septic Repair Funding**

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

#### **Projects 320081 PAA Perrin Wharf Construction**

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

reorganize the pier by installing 10 new slips, 4 finger piers, an ADA approved ramp, and ADA parking spot, and a port-a-potty to assist with access, mooring, off loading, and sewage disposal.

### **Project 32009 Lands End Master Plan**

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

### **Project 32122 Living Shorelines**

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

### **Project 32125 Floating Structures**

*As a result of a proposed "Oysterplex" in King and Queen County, which included two floating structures in open water used for commercial use rather than residential use, new permitting, regulatory, and jurisdiction questions were raised. Therefore MPPDC staff will: (1) review the lessons learned with the proposal approval of the Oysterplex, (2) create a Floating Structures Committee to discuss permitting barriers related to process for future applicants as well as strategies for possible guidance for permitting of floating commercial structures in the future, and (3) the committee will work to develop the necessary policy and guidance to include local planning administrators /departments in the Joint Permit Application process.*

### **Project 33000 Middle Peninsula Comprehensive Economic Development Strategy**

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

### **1301 Mathews Heritage Park**

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

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## **Draft 2014 Annual Meeting Schedule**

**January** – Cancelled

**February** – 4<sup>th</sup> Wednesday, MPPDC Boardroom, General Meeting

Adoption of Calendar Year Meeting Schedule

Appointment of Overall Program Design (OPD) & Budget Committee and meeting schedule

Appointment of Nominating Committee

Adoption of CDBG Regional Priorities

**March** – 4<sup>th</sup> Wednesday, MPPDC Boardroom, General Meeting

Report: Executive Committee – Ex. Dir. Performance & Pilot Staff Compensation Program  
Reviews

**April** – 4<sup>th</sup> Wednesday, MPPDC Boardroom, General Meeting

**May** - 4<sup>th</sup> Wednesday, MPPDC Boardroom, General Meeting

Presentation of Draft OPD & Budget

**June** - 4<sup>th</sup> Wednesday – *Dinner Meeting* – Location TBD

Election of MPPDC Officers

Adoption of OPD & Budget

**July** - 4<sup>th</sup> Wednesday, MPPDC Boardroom, General Meeting

Presentation & Adoption of MPPDC FY15 Indirect Cost Allocation Plan  
Legislative Program Discussion

**August** – No meeting

**September** - 4<sup>th</sup> Wednesday, MPPDC Boardroom, General Meeting

Adoption of Legislative Program

Discussion of PDC Financial Issues

**October** - 4<sup>th</sup> Wednesday – *Dinner Meeting* – Location TBD

**November** – 3<sup>rd</sup> Wednesday – MPPDC Boardroom, General Meeting

Presentation of Audited Financial Statements

**December** - 3<sup>rd</sup> Wednesday – MPPDC Boardroom, General Meeting

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COMMONWEALTH of VIRGINIA

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Molly Joseph Ward  
Secretary of Natural Resources



David K. Paylor  
Director

(804) 698-4020  
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February 5, 2014

Mr. Lewis L. Lawrence  
Executive Director  
Middle Peninsula Planning District Commission  
125 Bowden Street  
P.O. Box 286  
Saluda, VA 23149-0286

Dear Mr. Lawrence:

Thank you for your letter regarding the need for the Commonwealth to take additional actions to address coastal plain aquifer issues. Secretary Ward asked that I respond on her behalf. I can assure you that I appreciate the significance of this issue to local governments located in Virginia's Coastal Plain.

As you point out, the Potomac Aquifer is the most productive and preferred source of groundwater in the Virginia Coastal Plain. This aquifer continues to see long-term water declines, land subsidence associated with groundwater pumping, and saltwater intrusion into freshwater portions of the aquifer. The Department of Environmental Quality (DEQ) has identified coastal plain groundwater management as an important agency priority. I have already scheduled an initial briefing for Secretary Ward on this issue. As the Commonwealth develops responses for addressing this issue, we will consider all available options to achieve aquifer availability and productivity while minimizing the impact to our economy.

If you have further comments or questions, please contact Scott Kudlas at (804) 698-4456 or at [scott.kudlas@deq.virginia.gov](mailto:scott.kudlas@deq.virginia.gov).

Sincerely,

David K. Paylor

DKP:ewf

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