



MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

Saluda Professional Center, 125 Bowden Street, P.O. Box 286, Saluda, VA 23149-0286
Phone: (804) 758-2311 FAX: (804) 758-3221
Email: mppdc@mppdc.com Webpage: www.mppdc.org

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Mr. Eugene J. Rivara
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(Treasurer)

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Hon. O. J. Cole, Jr.
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Town of Urbanna
Hon. Donald Richwine

Secretary/Director
Mr. Lewis L. Lawrence

MEMORANDUM

TO: MPPDC Board of Commissioners

FROM: Lewis Lawrence, Executive Director 

DATE: July 19, 2012

RE: July Commission Meeting

The Middle Peninsula Planning District Commission will host its regular monthly meeting on Wednesday, July 25, 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.

I look forward to seeing you on July 25th!

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Middle Peninsula Planning District Commission

125 Bowden Street

Saluda, Virginia

Wednesday, July 25, 2012

7:00 P.M.

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

AGENDA ITEMS FOR DISCUSSION

6. MPPDC Award - Chesapeake Bay Local Government Capacity Building Initiative
7. Local Storm Water Program Development Update and Timeline
8. Economic Development Update
 - EDA Conference
 - MPPDC Comprehensive Economic Development Strategy Update
9. Other Business
10. Adjournment

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**MIDDLE PENINSULA PLANNING DISTRICT COMMISSION
MONTHLY MEETING
June 27, 2012
Lowery's Restaurant
Tappahannock, VA (Essex County)**

The dinner and business meeting of the Middle Peninsula Planning District Commission was held at Lowery's Restaurant, Tappahannock, Virginia, on Wednesday, June 27, 2012. Chair Louise Theberge (Gloucester County) called the dinner and business meeting to order.

Chair Theberge welcomed everyone in attendance and recognized guests Jay Poole, Center for Rural Virginia Board of Directors; Charles Stanton, Senator Jim Webb's office; Ken Pollock, Director of Bay Transit; Jason Perry, RCC Vice President of Workforce and Community Development; and Morgan Wright, President of Wood Preservers Inc.

Seated at the head table were Edwin Smith, Jr., Essex County Vice Chairman Board of Supervisors; Otto Williams, King William County Board of Supervisors; Sherrin Alsop, King and Queen County Chair Board of Supervisors; MPPDC Chair Louise Theberge, Gloucester County Vice Chair Board of Supervisors; Lewis Lawrence, MPPDC Executive Director; and Jay Poole, Center for Rural Virginia Board of Directors.

Commissioners in attendance were: (Essex County) Gary Allen, Prue Davis, and Edwin Smith, Jr.; (Gloucester County) Dr. Maurice Lynch; (King and Queen County) Sherrin Alsop; (King William County) Trenton Funkhouser, Travis Moskalski, Eugene Rivara, and Otto Williams; (Mathews County) Tim Hill and Melinda Moran; (Middlesex County) Elizabeth Hurd, Wayne Jessie Sr., William Whitley, and Kenneth Williams; (Town of Urbanna) Donald Richwine; and (Town of West Point) John Edwards, Jr. and Charles Gordon. Middle Peninsula Planning District Commission (MPPDC) staff in attendance were Beth Johnson, Administrative Assistant; Rose Lewis, Secretary; and Harrison Bresee III, Regional Economic Planner.

Invocation

- Edwin "Bud" Smith, Jr., Vice Chairman, Board of Supervisors, Essex County

Presentation on “Center for Rural Virginia”—Jay Poole, Board of Directors, Center for Rural Virginia

Chair Theberge introduced Mr. Jay Poole, Center for Rural Virginia Board of Directors. Mr. Poole is a graduate of Virginia Tech, has over 30 years of experience in relations and strategic planning, and he is Principal of Common Sense Strategies.

Mr. Poole said the Center for Rural Virginia is a voice for rural issues in the Commonwealth and it advocates for positive change in community capacity, education, healthcare, natural resources, infrastructure, and economy.

Economic essentials include:

- Community Capacity—people, government, business, networks, skills and resources, solutions, organizations, and regions
- Education—Pre K-12, community college, voc/tech schools, higher education centers, and colleges and universities
- Healthcare—rural health plan, access, workforce, quality, and data
- Natural Resources—agriculture, land use, food systems, and environments
- Infrastructure—broadband, transportation, energy systems, housing, water and sewer
- Economy—jobs, entrepreneurs, business, governments, capital access, and capital services

Mr. Poole said the principles to economic development are collaboration, sustained citizen engagement, and leveraging regional resources. Strategic Rural Partners, Steering Committee Leadership Teams, are comprised of individuals from federal and state agencies who identify problems and assist with solutions.

The web site address for Center for Rural Virginia is www.cfrv.org and the web site for Rural Virginia Prosperity Commission is www.rvpc.vt.edu.

Questions and Answers

1. MPPDC Executive Director Lewis Lawrence said the Middle Peninsula is undergoing the Comprehensive Economic Development Strategy (CEDS) process. How should localities move from ideas to job creation?

Mr. Poole said that the population growth is down but the job growth is above state average. Positive attributes such as ideas and building collaboration have to join together in order to gain rural prosperity. In

the Middle Peninsula, the community college and surrounding colleges are great economic development tools.

Approval of May Minutes

Chair Theberge requested a motion to approve the May Minutes. Trenton Funkhouser moved to approve the May Minutes. Sherrin Alsop seconded the motion; motion carried.

Approval of May Financial Report

Chair Theberge requested a motion to approve the May Financial Report. Otto Williams moved to approve the May Financial Report subject to audit. Donald Richwine seconded the motion; motion carried.

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

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

- Attended the VACo Region 2 meeting held at the Old Marriott School in King and Queen County. Discussed issues important to Middle Peninsula local governments. Items discussed included:
 1. Tax Relief for Veterans: Growing trend of more veterans claiming disability and the net result of less real-estate tax revenue for local governments
 2. Use Value Taxation- There is need for the General Assembly to consider recognizing land value under the land use taxation program for the purpose of composite index calculations
 3. Engineered Septic Systems: More local policy attention to the long term impacts of failing septic systems and maintenance concerns
 4. Use of Social Media: Local government's potential liability for allowing or encouraging the use of social medial tools

5. Need for rural broadband services across the Middle Peninsula
 6. Emergency Management services: Decline in volunteers and increasing certifications are causing a decline in participation
 7. Ground Water Management Area expansion
 8. Agenda 21 and public engagement
 9. VDOT- The use of slurry as a method to defer road maintenance
 10. "Certificate of Need"- Allowance for medical facilities to compete openly for job creation and local business expansion
 11. Need for rural broadband services- second issue: Can the General Assembly facilitate high level talks with Verizon about what Verizon, as a corporation needs to expand/open broadband services in rural localities?
 12. State Supreme Court Ruling: "Livingston Case"- implications of inverse condemnation (private property owners initiate actions against the government) on issues of public takings
- Attended the first public information meeting on the development of a Total Maximum Daily Load (TMDL) Watershed Implementation Plan (WIP) for the Gwynn's Island, Milford Haven and Piankatank Watersheds held by the Virginia Department of Conservation and Recreation (DCR) on May 23, 2012 at the Middlesex County YMCA. DCR staff presented an overview of what TMDL is, on the TMDL Study Development for Gwynn's Island, Milford Haven and the Piankatank Watersheds. A TMDL Study tells the story of what is needed to reduce the pollutant and the Watershed Implementation Plan (WIP or IP), explains how to do it by outlining actions that can be taken to meet TMDL allocations. The WIP serves as a guide for implementation efforts. IP development is required by state legislation in Virginia's 1997 Water Quality Monitoring, Information, and Restoration Act (§62.1-44.19:4 through 19:8 of the Code of Virginia), or WQMIRA. When analysis of water quality indicates that the water body does not meet water quality standards for recreational use and/or shellfish harvesting a study is conducted to find out why. In 2005-2008, TMDL studies were completed for the watersheds in question because, through monitoring, DEQ and Virginia Department of Health (VDH) staff found impairments in the form of bacteria. Bacteria Source Tracking (BST) Analysis was conducted to determine what the sources of impairment are, and it was found that all loading was due to nonpoint sources. DCR staff then presented on the TMDL

Implementation Plan (IP) development for Gwynns Island, Milford Haven, and Piankatank Watersheds and then assembled the Business and Residential Working Groups.

- Mr. Lawrence said activity for on-site septic system repair has increased as a result of the water quality forum, mailed septic repair permit solicitation letters (names received from health departments who have been issued repair permits), and MPPDC on-site repair system assistance.
- Consulted with Tracy Smith from the Joint Legislative Audit and Review Commission (JLARC) concerning a directive to assess the benefits of regionalism. Discussed regional reassessment, stormwater management, TMDL's, water supply planning, Middle Peninsula Chesapeake Bay Public Access Authority, and other successful regional partnership examples.

Election of MPPDC Officers for FY2013

Chair Louise Theberge presented the following slate of officers for FY2013:

Chair-	Sherrin C. Alsop, King and Queen County
Vice Chair-	Edwin E. Smith, Jr., Essex County
Treasurer-	Otto O. Williams, King William County
Secretary-	Lewis Lawrence, MPPDC Executive Director.

Eugene Rivara moved that the nominated slate of officers be elected by acclamation; Travis Moskalski seconded the motion; motion carried.

Chair Theberge thanked the Nominating Committee for the FY2013 slate of MPPDC officers.

Other Business

- MPPDC Executive Director Lewis Lawrence gave a special welcome to Middlesex County Board of Supervisor Jack Miller.
- Mr. Lawrence reviewed the survey information that was placed at each guest's chair regarding support for community planning. The survey was conducted by the American Planning Association.

According to the survey's numbers:

- communities supported more planning,
- communities that plan for the future are stronger,
- local planning processes should include citizens, and
- communities were not doing enough to address the economic situation.

Adjourn

Chair Theberge adjourned the MPPDC meeting.

COPY TESTE

(Secretary)

Project Financial Report

Middle Peninsula Planning District Commission

Run Date: 07/10/2012
 Run Time: 11:15:07 am
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Period Ending: 06/30/12

		Expenditures						
Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30007	FY12 Local Programs	187,429.00	26,355.77	168,993.92	18,435.08	90.16%	160,414.98	-8,578.94
30010	Local PAA Stewardship/	17,000.00	430.00	11,317.98	5,682.02	66.58%	17,000.00	5,682.02
30013	EE&CBG Project	703,872.00	255.16	282,011.36	421,860.64	40.07%	280,090.77	-1,920.59
30170	MPBDP FY12 Staff Sup	38,000.00	323.06	38,073.71	-73.71	100.19%	40,461.68	2,387.97
30207	FY12 TDM	74,000.00	8,326.26	74,120.71	-120.71	100.16%	71,160.71	-2,960.00
30309	FY12 Rural Transportati	72,500.00	11,624.82	72,691.78	-191.78	100.26%	52,871.06	-19,820.72
30420	Onsite Loan Management	119,458.85	165.98	96,841.29	22,617.56	81.07%	105,962.81	9,121.52
30423	VCWRFR Onsite Fund	80,000.00	0.00	16,037.50	63,962.50	20.05%	21,784.00	5,746.50
30426	WQIF 2010	102,883.00	6,885.14	36,731.05	66,151.95	35.70%	23,314.48	-13,416.57
30427	Failing Septic Heir Proper	7,091.00	386.38	933.55	6,157.45	13.17%	0.00	-933.55
30440	Septic Pumpout VII	14,372.00	15.63	15,235.01	-863.01	106.00%	15,100.01	-135.00
30502	Water Supply Planning	106,784.79	21.32	107,518.84	-734.05	100.69%	153,950.00	46,431.16
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	5,721.87	-210.87	103.83%	6,830.34	1,108.47
31410	FY11 Dragon SAMP	25,000.00	0.00	21,694.26	3,305.74	86.78%	21,694.27	0.01
32007	PAA Administration	97,690.01	446.46	84,500.25	13,189.76	86.50%	104,768.21	20,267.96
32113	MP SW Dredging Master l	32,000.00	0.00	31,713.66	286.34	99.11%	31,713.66	0.00
32115	FY11 Coastal TA	61,000.00	74.44	63,469.13	-2,469.13	104.05%	63,469.13	0.00
32116	FY11 Climate Change	76,000.00	87.05	76,510.16	-510.16	100.67%	72,801.31	-3,708.85
32117	Conservation Corridors	40,000.00	-425.90	39,585.23	414.77	98.96%	39,585.23	0.00
32118	FY12 Coastal TA	60,000.00	6,226.03	42,721.35	17,278.65	71.20%	34,243.84	-8,477.51
32119	Land & Water Quality Pr	50,000.00	3,636.15	19,558.17	30,441.83	39.12%	8,295.15	-11,263.02
32201	PAA Perrin River WW P	15,000.00	1,852.11	9,166.79	5,833.21	61.11%	3,750.00	-5,416.79
32202	Working Waterfronts Co	43,118.00	791.77	6,644.75	36,473.25	15.41%	4,181.10	-2,463.65
32203	Working Waterfronts De	6,000.00	1,345.66	5,993.75	6.25	99.90%	0.00	-5,993.75
32205	VAPDC TMDL TA	230,517.00	271.07	220,394.63	10,122.37	95.61%	220,394.63	0.00
33000	MP Comprehensive Econ	120,000.00	6,144.37	51,175.90	68,824.10	42.65%	36,053.00	-15,122.90
Totals:		<u>2,385,226.65</u>	<u>75,238.73</u>	<u>1,617,604.35</u>	<u>767,622.30</u>	<u>67.82%</u>	<u>1,613,890.37</u>	<u>-3,713.98</u>

Balance Sheet by Category

Middle Peninsula Planning District Commission

Run Date: 7/10/12
Run Time: 11:15:44 am
Page 1 of 1

Period Ending: 06/30/12
Format: 1 Board

Assets:

Cash in Bank	510,432.17
Receivables	291,073.60
Property & Equipment	12,614.49

Total Assets:

\$814,120.26

Liabilities:

Accounts Payable	-1,155.61
VRA Loan Payables	109,284.00
Accrued Leave	20,592.94
Deferred Revenue	-3.14
Cost Allocation Control	1,161.88

Total Liabilities:

\$129,880.07

Equity:

Local Initiatives/Information Resources	2,855.33
Economic Development	-12,734.93
Transportation Programs	-22,780.72
Onsite Repair & Pumpout	382.90
Housing	-1,920.60
Coastal Community & Environmental	-15,947.13
Mandates	46,431.16
Temporarily Restricted	188,479.87
General Fund Balance	499,474.31

Total Equity:

\$684,240.19

Balance:

\$0.00

Agencywide R&E by Category

Middle Peninsula Planning District Commission

Run Date: 07/10/2012
Run Time: 11:16:29 am
Page 1 of 1

Period Ending: 06/30/12
Format: 1 Agencywide R&E
With Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Ovr	% Bud
Revenues					
Local Match	75,709.00	25,753.37	129,799.05	-54,090.05	171.44%
Local Annual Dues	69,999.00	0.00	64,999.99	4,999.01	92.86%
Local Other Revenues	74,900.00	0.00	135,504.20	-60,604.20	180.91%
State Revenues	266,947.00	0.00	365,173.06	-98,226.06	136.80%
Federal Revenues	822,500.00	3,468.15	348,709.00	473,791.00	42.40%
Miscellaneous Income	42,407.00	3,008.59	31,898.11	10,508.89	75.22%
Onsite Loan Program Income	7,000.00	713.85	17,346.57	-10,346.57	247.81%
PAA Program Income	0.00	0.00	1,100.00	-1,100.00	0.00%
Revenues	1,359,462.00	32,943.96	1,094,529.98	264,932.02	80.51%
Expenses					
Personnel	408,523.00	32,234.78	373,659.20	34,863.80	91.47%
Facilities	30,912.00	-213.16	27,232.19	3,679.81	88.10%
Communications	5,700.00	343.91	5,838.44	-138.44	102.43%
Equipment & Supplies	6,370.00	49.89	9,368.12	-2,998.12	147.07%
Travel	5,750.00	591.59	5,963.36	-213.36	103.71%
Professional Development	10,185.00	2,723.20	16,442.22	-6,257.22	161.44%
Contractual	767,917.00	7,636.71	471,186.15	296,730.85	61.36%
Miscellaneous	54,741.00	6,118.46	58,755.25	-4,014.25	107.33%
Regional Share	75,709.00	25,753.37	129,799.05	-54,090.05	171.44%
Expenses	1,365,807.00	75,238.75	1,098,243.98	267,563.02	80.41%
Agency Balance	-6,345.00	-42,294.79	-3,714.00		

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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
 125 Bowden Street
 Saluda, Virginia 23149
 Phone: 804-758-2311
www.pdcinfo@mppdc.com
 Please visit the MPPDC website at:
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 ¹			
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%
Region Total	83,684	90,826	9%	\$49,837	\$50,001	8.5%	9.6%

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

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

¹ Data from the Bureau of Labor Statistics Local Area Unemployment data

MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

Staff Activities Service Summary of Regional Progress

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	
	<i>Support staff: Clara</i> <i>Start Date: 7/2008</i> <i>Completion Date: 11/2011</i>	
	Participating Localities	Current Status
Essex	✓	Awaiting Review by DEQ
Gloucester	NA	NA
King and Queen	✓	Awaiting Review by DEQ
King William	✓	Awaiting Review by DEQ
Mathews	✓	Awaiting Review by DEQ
Middlesex	✓	Awaiting Review by DEQ
Town of West Point	✓	Awaiting Review by DEQ
Town of Urbanna	✓	Awaiting Review by DEQ
Town of Tappahannock	✓	Awaiting Review by DEQ

**Middle Peninsula Planning District Commission
Executive Director's Report of Regional Progress
July 16, 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 4 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 6 years)

MPPDC Staff and Contact Information

Executive Director: Lewis Lawrence

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

Programs: *Coastal Zone Technical Assistance, Local Initiatives, Public Access Authority*

Administrative Assistant: Beth Johnson

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

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

Planner 2: Clara Meier

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

Programs: *Rural Transportation Planning, Water Supply Plan*

Planner 2: Harrison Bresee

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

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

Secretary: Rose Lewis

Contact Info: 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. 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.

INFORMATION RESOURCES/ASSISTANCE

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

- Updated www.mppdc.com website – updated Commission meeting information, posted agenda and meeting packet, updated reports, project and financial information.
- The building official monthly reports for the month of June 2012 were filed for the county of Middlesex. Some Middle Peninsula localities submit reports of building activity to the Middle Peninsula Planning District Commission (MPPDC) each month with information such as the number of building permits and occupancy permits issued for dwelling units.

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.

- Discussed amendments to the scope of work with the Virginia Coastal Programs staff to include outreach and education on issues related to heir property ownership.

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 a donation of lumber for the Middle Peninsula Chesapeake Bay Public Access Authority. Lumber is stored on the Clay Tract in King and Queen County and is available for future projects such as docks, fences, hunting stands, gates, etc. for any of the MPCBPAA properties.
- Consulted with Neena Putt, Mathews County Board of Supervisors, concerning the Mathews County Heritage Park and the process for developing a management plan for the site.
- Discussed the Mathews County Williams Wharf Easement with Lee Stephens, Lee Stephens Law. Received partially executed deed of Easement which requires execution by the PAA Chair as the final signatory to the easement. The Authority will co-hold the easement with Mathews County to ensure the public's right for access to the water.
- Convened the bimonthly meeting of the Public Access Authority. Agenda items included: Approval of the 2012-2013 Annual Work Plan; Discussion/Approval of Haworth Right of Way Settlement Agreement; Discussion/Approval Williams Wharf Public Access Easement; PAA-MPPDC Working Waterfront Inventory; DGIF Boating Access Improvement Grant; Update on Mathews Heritage Park ROW; Road Ending Transfer for Prince Street in Tappahannock and Perrin Wharf in Gloucester (other business); and reviewed the At the Water's Edge- PAA Annual Report.

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.

- Worked with Ursula Lemanski of the National Park Service (NPS) to set up the initial Mathews Heritage Park Advisory Committee meeting. The purpose of the meeting is to explain the background and issues involved with forming the Mathews Heritage Park; explain the need for an advisory committee; and invite interested parties to be represented on the committee. The meeting will be in early August. Parties invited include: The Boys and Girls Club, The Rotary Club of Mathews, The Middle Peninsula Chapter of the Archeological Society of Virginia, The Mathews County Historical Society, The Middle Peninsula Land Trust, The Mathews County Visitor and Information Center, The Coastal Virginia Wildlife Observatory, The Mathews County Chamber of Commerce, The Mathews Maritime Foundation, The Mathews County YMCA, The Main Street Committee of Mathews County, and adjoining landowners.

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.

- Consulted with Chip Neikirk, Virginia Marine Resources Commission, concerning the Commonwealth's policy of promoting living shorelines as the preferred alternative for shoreline stabilization. Discussed the concept of establishing a revolving loan program to incentivize the installation of living shorelines.
- Discussed the use of Virginia Resource Authority (VRA) revolving loan program funds to incentivize living shorelines for stabilization with Sheryl Stephens of Draper, Aden and Associates.
- Consulted with Stephanie Showalter, Director for the National Sea Grant Law Center, concerning national examples of using state revolving loan funds as an alternative to traditional financing as a tool for encouraging living shorelines construction.
- Contacted Ken Snow, Land Leasing Agent for Shore Exploration, a firm interested in natural gas exploration within the Middle Peninsula. Mr. Snow agreed to attend the August Local Government Administrators meeting to update Middle Peninsula Administrators on gas exploration in King William, King and Queen, and Essex Counties.
- Discussed possible land acquisition opportunity in Essex County with Prue Davis, Essex County Board of Supervisors member. Contacted Andy Lacatell of The Nature Conservancy to discuss the opportunity. Reviewed the site location and determined the site was not within the boundary of the National Parks Services acquisition area.
- Discussed working waterfront and zoning issues with Rick Lydecker of Boat US. Discussed a New England case of local zoning and building conditions tied to permit conditions that were not met and thus caused the working waterfront conversion project to stop.
- Received notice of award for an application submitted by MPPDC to the National Fish and Wildlife Foundation to assess the cost-benefit of establishing a local or regional stormwater management program. The award is up to \$150,000 in technical support for local governments. The award also included engineering/design services for stormwater demonstration projects in Mathews and Essex counties.
- Attended the Hampton Roads PDC-sponsored meeting coordinated by the Department of Conservation and Recreation to discuss development of a local stormwater program.
- Hosted the July meeting of the Local Government Administrators. Counties of Essex, Middlesex, Mathews, and King and Queen, and Towns of Urbanna and West Point attended. Agenda items included:
 - Discussion of current regulations on chickens and similar animals (allowable within zoning and subdivision ordinances)
 - National trend of establishing untapped economic development relationships with academic universities to create advance manufacturing research/innovation centers focusing on leveraging local assets. In the case of the Middle Peninsula that asset would be Maritime activities and VIMS/College of William & Mary
 - Primer on Managing Land Use and Natural Gas Drilling: Regional Economic Development Opportunities and Infrastructure Challenges

- Met with Joyce McGowan, VDOT Saluda District, to discuss Perrin Wharf road ending in Gloucester County and possible road ending division location for wharf transfer.
- Submitted a letter of concern to Josh Byerly, Senior Environmental Engineer at the Department of Environmental Quality (DEQ), concerning the permit modification to the BFI King and Queen Landfill. The request could lessen the environmental protection controls for water quality impacts entering the Dragon. Expressed need for DEQ to hold a public hearing in King and Queen County to discuss the proposed permit modification.

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 the need for enforceable policy and the discovery of existing Virginia Department of Health regulatory procedures to enforce failing septic systems with John Kuriawa, Virginia NOAA Office of Coastal Resource Management.
- Reviewed and discussed land valuation issues associated with local reassessment and VDH septic permits. Identified local reassessment firms to contact concerning land valuations for marginal land now deemed developable and the bottom line impact to local revenue across the Middle Peninsula.

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 (i.e. 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.

- Consulted with Cheryl Teague, VIMS, regarding reimbursement request forms. Prepared and submitted requests.
- Submitted the quarterly report for the Perrin River Commercial Harbor Master Plan and continued working on the final plan which includes Perrin River Recommendations, Perrin Wharf Transfer and Improvements, and a discussion on a Recreational and Commercial Working Waterfronts Overlay/Zoning District.

- Developed first draft of the Perrin River Commercial Sea Food Harbor Master 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 with the Virginia Coastal Program staff the possible need to amend the project scope of work to include the identification of lost working waterfront examples within participating PDC Coalition boundaries.

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.

- Provided the working waterfront infrastructure inventory information for the Counties of Essex, King and Queen, and King William and the Towns of Tappahannock and West Point for inclusion in the final report of the Middle Peninsula Working Waterfront Inventory. The report will be submitted to the Virginia Institute of Marine Science (VIMS) to be included in an inventory of working waterfront infrastructure for the entire coastal region of Virginia.
- Creating a template to use for the Working Waterfront Inventory Project Reports that will be utilized by the Virginia Coastal Planning District Commissions (VCPDCs) participating in the Working Waterfront Definitions project. An inventory of working waterfront infrastructure by county in the Middle Peninsula was developed in an attempt to record structures critical to working watermen as a step in ensuring that the culture of the region can be sustained.
- Continued visiting working waterfront areas in Mathews, Middlesex, and Gloucester Counties and the Town of Urbanna to gather detailed information and photos. Types of data gathered included latitude and longitude, name of site, county or town, body of water; type of amenities including road access, parking, wharf condition, general services (fuel, power, water, pumpout, waste oil disposal, hauling capacity, winch or booms, repair, supplies, bathroom, general store, restaurant), and commercial fishing services (buying station, fish off loading, fish packing, ice or freezer holds, refrigeration, bait, net repair, gear loading allowed, gear storage allowed). Input data to develop the baseline Middle Peninsula Working Waterfront database. Submitted draft final report.

Project 30208 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.

- Prepared and submitted certification of FY12 expenses for TDM program to Virginia Department of Rail and Public Transportation (DRPT).
- Attended TDM Brainstorming Session in Richmond to discuss future TDM plans, funding, upcoming State of the Commute Survey, and SJ297 report with staff from fellow TDM agencies, DRPT and VDOT, and DRPT consultants. Virginia Transportation Demand Management has unique opportunity to redefine its role in helping shape transportation policy at the state level.
- Received phone call from Gloucester County resident seeking transportation alternatives for her son, a Mathews County resident, commuting to the shipyard in Newport News. Ran ridematch and provided contact information.
- Prepared and submitted ACT Chesapeake Chapter quarterly financial report to Caryn Souza, Executive Director, Association for Commuter Transportation.
- Prepared and submitted MPPDC Ridematching and Guaranteed Ride Home databases to Chris Arabia, DRPT for upcoming Virginia State of the Commute Survey.
- Updated performance data in DRPT OLGA for FY12 as condition of DRPT grant funding.
- Provided copy of FY10 Audited financial statements at request of Chris Arabia, DRPT.
- Made travel arrangements to attend Association for Commuter Transportation (ACT) International Conference in Savannah, GA July 28-August 1.
- Participated in Chesapeake Chapter ACT Board of Directors conference call. Discussed university summit and upcoming chapter meeting at ACT conference. Discussed topics for additional chapter training workshops.
- Reserved a space at the Virginia Statewide Transit/Transportation Demand Management Plan Update meeting being held on July 25, 2012 at the Center for Transportation Innovation & Research in Charlottesville, VA. The Virginia Department of Rail and Public Transportation (DRPT) is updating the Commonwealth's Statewide Transit and Transportation Demand Management (TDM) Plan. The updated plan will evaluate existing levels of public transportation service, provide projections of future growth and associated demand upon the statewide transit system, and provide direction for transit service enhancement and TDM program development through the year 2040 based on those projections. The plan will also provide recommendations to the Virginia Surface Transportation Plan and support the update of the statewide multimodal transportation plan, VTrans2035, which is currently underway.

Project 30310 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.

- Prepared and submitted final FY12 quarterly financial report and reimbursement request to VDOT.
- Inquired with Trent Funkhouser, King William County Administrator, about continuing to develop a Transportation Plan for King William County as part of the county's current Comprehensive Plan update.
- Sent a notice to the Virginia Association of Planning District Commissions (VAPDC) Rural Transportation Committee about the VAPDC Training Conference and the proposed topic for a transportation session on HB 1248 that came out of the 2012 Virginia General Assembly Session. This statute, which was signed into law by the Governor effective on July 1, 2012, mandates that the transportation component of a local comprehensive plan must be consistent with the Statewide Transportation Plan, the state's Six-Year Improvement Program and the location of routes to be followed by the state highway system. The legislation also stipulates that all local transportation plans must be reviewed by VDOT before being adopted by the local governing body. A VDOT representative is scheduled to discuss the strategy and approach they will utilize to comply with the provisions of HB 1248 at the VAPDC Training Conference on October 4, 2012 in Charlottesville, Virginia.
- Sent the VAPDC Rural Transportation Committee reports for the months of May-June, 2012 to Connie Long, VAPDC. Each month the chair of each committee participates in a VAPDC Board of Directors Conference Call and submits a report on committee activities.
- Met with Joyce McGowan, Saluda Residency Office of the Virginia Department of Transportation and Lewis Lawrence, Executive Director of the Middle Peninsula Planning District Commission to discuss the Perrin Wharf Road Ending Transfer and outstanding questions on other roads in the Middle Peninsula Region including Route 611 in Essex County, Ware's Landing.
- Participated in a Virginia Association of Planning District Commissions (VAPDC) Staff Conference Call to finalize the agenda for the first VAPDC Training Conference being held on October 4, 2012 for staff from Virginia's Planning District Commissions to interact and be presented with current information from across the state in various fields (transportation, environmental, communication and telecommunication). It is anticipated that Training Conferences will be held by VAPDC twice each calendar year to allow for collaboration between the staff of Virginia's Planning District Commissions.
- Met with the Treasurer for PlanVirginia, the Citizens Planning Education Association of Virginia to discuss various fiscal items that need attention for calendar year 2012. MPPDC staff has been serving on the PlanVirginia Board of Directors since 2007 as a task under the Rural Transportation Planning Program. PlanVirginia is a volunteer, nonprofit (501 (c)(3)) dedicated to furthering throughout the Commonwealth public understanding and awareness of the need for excellent community planning as a means of making our localities better places in which to live, work, and do business. PlanVirginia offers training for Virginia's citizen planners with the Certified Planning Commissioner Program, designed to provide a basic foundation of planning law, history, and to provide the technical expertise needed by planning commissioners to maximize their competency and ability to render legally defensible decisions and recommendations. This course is particularly important for planning commissioners whether they are newly appointed or are veteran commissioners who have never received formal training. For more information please visit www.planvirginia.com.

- Assisting with the development of a grant application for the Federal Centers for Disease Control and Prevention’s (CDC) “PPHF 2012: Community Transformation Grants-Small Communities Programs financed solely by 2012 Prevention and Public Health Funds. The grant application will outline a program to create a Regional Eat Healthy, Live Healthy Consortium covering the 6 counties and 3 towns of the Middle Peninsula.
- Attended the July 2012 Middle Peninsula Chesapeake Bay Public Access Authority meeting where the status of the transfer of ownership of Prince Street in the Town of Tappahannock was discussed. The Town of Tappahannock desires to have ownership of Prince Street transferred from the Virginia Department of Transportation to the Town. Both the Town and Essex County have passed resolutions in support of the ownership transfer, and staff of the Middle Peninsula Planning District Commission’s Rural Transportation Planning Program has been working with VDOT to secure a path to follow when transferring road endings.
- Prepared and submitted the fourth quarterly report for the Middle Peninsula Planning District Commission’s Rural Transportation Planning Program for fiscal year 2012.

ONSITE REPAIR & PUMPOUT

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

Project 30420, 30423, 30426 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.

- Executed ACH loan payments for septic repair loans - \$1065.04 in principal repayments & \$256.59 in interest and penalty revenue to administer the revolving loan fund received.
- Consulted with Gloucester County resident regarding estimate for septic repair application.
- Consulted with Dee Dee Becker, The Joy Club, regarding possible assistance for disabled King and Queen County homeowner’s septic system for substantial rehab project. Homeowner was on list of May septic repair permits issued by VDH. Ms. Baker reported that the septic system had been inspected and was determined not to need repair.
- Consulted with Gloucester County resident regarding assistance for her mother, a Mathews County homeowner with a privy. Discussed need to include VDH in overcoming limitations of MPPDC Onsite Assistance Program in regards to replacing privy with septic system. Consulted with Tammy Faulkner, Mathews County Health Department who was able to provide a letter that would enable MPPDC to assist this homeowner. Application was received and the Onsite Loan Committee was convened and approved the repair.
- Received phone call from homeowner with question regarding septic pumpout program.
- Discussed next steps with King and Queen County Septic repair client.
- Consulted with Gloucester County applicant regarding need of estimate. Left several messages with contractor. Estimate finally received.

- Received phone call from Gloucester County homeowner regarding assistance letter (VDH permit list). Homeowner actually owns a mobile home park and does not need assistance with permitted repair.
- Received phone call from Mathews County homeowner regarding assistance letter (VDH permit list). Homeowner is retired and will apply for assistance.
- Closed on loan for Mathews County septic repair.
- Continued to consult with Tammy Faulkner, Mathews County Health Department regarding homeowners with documented 10 year septic failure. Homeowners have applied for and been approved for assistance numerous times, but have failed to follow through with paperwork and repair. Finally issued letter revoking funding to free resources for other, motivated homeowners. Before letter was delivered, homeowners finally provided required paperwork –signed, notarized note, and landowner agreement. Informed Tammy Faulkner that assistance will be provided and job can proceed.
- Consulted with Dave Demuth, Gloucester County Health Department regarding status of pending septic repair application.
- Responded to request from Stephanie Bush, Virginia Resources Authority, for statistics on MPPDC VRA fund, loans, and grants.
- Received list of septic repair permits issued in June from Dave Fridley, Three Rivers Health Department. Mailed letters to homeowners offering assistance from MPPDC Onsite Program.
- Received phone call from Mathews County homeowner regarding next steps for approved septic repair.
- Prepared and submitted quarterly report and reimbursement request for WQIF grant to Kevin Landry, Virginia Department of Conservation and Recreation.
- Prepared and submitted reimbursement request for VRA loan funds to Walter Gills, Virginia Department of Environmental Quality.
- Septic Pumpout as of July 16, 2012

Applications Mailed	96
Approved Vouchers	76
Completions	65
 Approved by County	
Essex	13
Gloucester	23
King and Queen	05
King William	08
Mathews	10
Middlesex	17

30427 Onsite Heir Property

This project will expand and complement Section 309 Land and Water Quality Protection strategy by focusing legal tools needed to address failing septic systems associated with “heir property ownership”. Water quality degradation associated with heir property ownership from failing septic systems exists for decades with no public policy strategy to correct the source of impairment. MPPDC will partner with National Sea Grant Law Center to address legal research and education needs to address this ongoing problem.

- Participated in a project update status conference call with staff from the National Sea Grant Law Center. Legal research on heir ownership research is progressing. Staff has developed several draft approaches for addressing land ownership issues.

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.

- Executed ACH loan payments for small business loans - . \$6538.40 in principal repayments & \$447.15 in interest revenue to administers the revolving loan fund received.
- Consulted with BJ Fulcher, USDA, regarding site visit for MPBDP grants. She wants to come and discuss clients, visit businesses, etc. Explained that MPBDP Inc. is no longer in existence and there is no longer staff at MPPDC working with local businesses. Scheduled date of August 9th for site visit and provided phone number for Candie Newman per request.
- Received monthly financial statements from Gloucester County loan client.
- Consulted with Gloucester County MPBDP Loan client regarding additional release of lien on vehicle title. Client has requested release of liens on 3 vehicles in the last quarter. As previously discussed, MPPDC would only release additional lien in exchange for cash received on sale of vehicle to be paid on principal of loan. Lien was released and funds from sale of vehicle applied to principal receivable.
- Consulted with Mathews County MPBDP loan client regarding loan pay-off. Client provided check for remaining balance and picked up vehicle title.

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.

- Prepared and submitted semiannual reimbursement request to Bob Gittler, Economic Development Administration (EDA).

- Submitted the CEDS Annual (due June 30, 2012) and Mid-Point (due July 30, 2012) reports.
- Attended the CEDS Philadelphia, PA conference titled: *Entrepreneurship, Innovation, Collaboration: New Strategies for Economic Success*, on July 9-11, 2012. Workshop topics of particular interest included: “Regional Economic Development: What Works”; “Technical Assistance”; and “Collaborative Approaches to Disaster Recovery”.
- Completed CEDS Employment Committee meetings. The next steps for the CEDS process will be a public meeting in early September followed by the Executive Committee meetings in the fall of 2012. The Executive Committee will be tasked with ranking the projects identified by the employment committees. Localities represented in the process: Towns of West Point and Urbanna, King William County, King and Queen County, Essex County, Middlesex County, Mathews County, and Gloucester County. The Town of Tappahannock and Essex County have chosen to share their representatives.
- Attended the Economic Development Administration Conference held in Philadelphia, PA. Discussed the role regional councils play in economic development and the importance of thinking regionally for economic gain. Discussed the National trend of establishing untapped economic development relationships with academic universities to create advance manufacturing research/innovation centers focusing on leveraging local assets. In the case of the Middle Peninsula those assets would be Maritime activities and VIMS/College of William & Mary located in Gloucester County.

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 30008 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)

- Registered MPPDC Executive Director Lewis Lawrence, MPPDC Chair Sherrin Alsop, and MPPDC Treasurer Otto Williams for VAPDC Summer Conference and made reservations for each at conference hotel in Virginia Beach.
- Consulted with Bobbi Langston, King William County Executive Assistant, regarding conference registration for MPPDC Treasurer Otto Williams at VAPDC Conference.
- PDC staff coordinated for the submittal of a FEMA grant under the American Firefighter Grant (AFG) program for \$1,000,000 of Self Contained Breathing Apparatus (SBCA) equipment. Developed and submitted an application on behalf of the counties of Middlesex, King and Queen and King William.

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 for EECBG loans - \$731.08 in principal repayments & \$87.21 in interest and penalty revenue to administer the revolving loan fund received.
- Corresponded with Ron Hachey, Virginia Department of Mines Minerals and Energy (DMME), Energy Projects Coordinator, and Vincent Smith, Bay Family Housing, about Davis Bacon wage determinations used for two energy retrofit projects completed under the Middle Peninsula Planning District Commission's Energy, Efficiency and Conservation Weatherization Expansion Program funded by the Energy, Efficiency and Conservation Block Grant Program that was a result of the 2008 American Recovery and Investment Act The project, which was administered by DMME assisted 20 homeowners throughout the Middle Peninsula Region with retrofitting their houses to become more energy efficient and reduce the cost of their utility bills.

AGENCY ADMINISTRATION
Funding - Indirect cost reimbursements from all PDC projects

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 financial statements.
- Consulted with Lauren Radabagh, C& F Bank, regarding FY12 cd with check images.
- Consulted with Jeannie Bristow, C&F Bank, regarding new signatory cards for FY13 MPPDC officers.
- Prepared and submitted agenda for MPPDC Executive Planning Committee meeting to be held on July 18th – agenda items included: Onsite Program Loan Closings – authorize checks with one signature? (less than \$1000), MPPDC Letterhead designs, Boardroom Projections Options, Fall Dinner Meeting – “A Taste of Virginia” at VIMS October?, MPPDC Indirect Cost Allocation Plan Preview, New technical assistance grants discussion – ex. \$150,000 Stormwater Management, Bank Signatory Cards – C&F and Local Government Investment Pool (LGIP), Update on pending grants.
- Prepared LGIP account updates for new MPPDC officers signatures.
- Closed FY12 accounting books and entered budgets for FY13 in accounting software.

- Consulted with Michael Aukamp, Dunham, Aukamp & Rhodes, to schedule FY12 audit visit on August 3rd.
- Prepared draft FY13 MPPDC Indirect Cost Allocation Plan and presented to MPPDC Executive Planning Committee for review. Draft will be provided to full Commission at July meeting and will be on September meeting agenda for approval.
- Updated payroll software to incorporate mandatory VRS employee contributions and corresponding salary offsets.
- Prepared and submitted invoices to MPPDC jurisdictions for FY13 funding.



VIRGINIA STORMWATER MANAGEMENT ACT

REQUIRED ELEMENTS OF LOCAL STORMWATER MANAGEMENT PROGRAM APPLICATION PACKAGE

Locality: _____
Reviewer: _____
Date: _____

To complete the local stormwater management program application package, the following information is necessary. The checklist is intended to be used to provide a locality with a list of items, documents and procedures that must be submitted to the Virginia Soil and Water Conservation Board (Board) in order for the Board to approve the local Stormwater Management Program. All items listed are requirements found in the Virginia Stormwater Management Regulations and the Virginia Stormwater Management Law.

The following is to be completed by the applicant.

<i>Item #</i>	<i>Code/Regulatory citation</i>	<i>Information needed for review</i>	<i>Status</i>
1	Section 4VAC50-60-148 A.1	Identification of the authority accepting complete registration statements.	<i>Local staff should identify the responsible authority for the acceptance of registration statements.</i>
2	Section 10.1-603.3.E 4VAC50-60-150.A.1	Copy of the local Stormwater Management Ordinance (s).	<i>Local staff should provide a copy of the most recent Stormwater Management Ordinance(s) that incorporates the elements of the model ordinance.</i>
3	Section 4VAC50-60-150.A.2	Provide funding and staffing plan.	<i>Local staff should provide a general description of staffing (i.e. # of new positions, estimation of percentages of existing positions, etc.) needed to operate the SWM Program. General description of how funds will be distributed.</i>
4	Section 10.1-603.3.G 4VAC50-60-150.A.3	Is the locality partnering with adjacent localities or other entities for the administration, plan review, inspection and enforcement components of a stormwater management program?	<i>If yes, local staff should provide a copy of the agreement, Memoranda Of Understanding (MOUs), or contracts used to set up and administer the multi-jurisdictional program.</i>
5	4VAC50-60-55.C and D 10.1-603.4:2	Identification of local Plan reviewer(s) certified by Soil and Water Board.	<i>Local staff should identify the Plan reviewer certified by the Soil and Water Board to undertake storm water plan reviews. .</i>

Locality: _____

6	4VAC50-60-148 A. 2	Identification of processes for the review and approval of erosion and sediment control and stormwater management plans.	<i>Local staff should provide a description and documentation of the plan review processes for erosion and sediment control and for stormwater management plans.</i>
7	4VAC50-60-148 A. 8 A. 2	Identification of policies/procedures for obtaining and releasing bonds as applicable.	<i>Local staff should identify where the procedures for obtaining and releasing bonds are located, either within the local Stormwater Management Ordinance(s) or elsewhere.</i>
8	4VAC50-60-114	Identification of inspection program for land disturbing activities and for adequacy of stormwater management facilities. Identification of certified inspector(s).	<i>Local staff should provide a description and documentation of local program for the inspection of land disturbing activities and stormwater management facilities.</i>
9	4VAC50-60-126	Identification of procedures for reporting and recordkeeping.	<i>Local staff should identify where the recordkeeping and reporting procedures are located, either within the local Stormwater Management Ordinance(s) or elsewhere.</i>
10	4VAC50-60-112	Identification of location of BMP maintenance requirements for permanent BMPs.	<i>Local staff should identify where the specific requirements for long term maintenance of BMPs is located within the local Stormwater Management Ordinance(s).</i>
11	4VAC50-60-112	Description of program to track and maintain permanent BMPs.	<i>Local staff should provide description and documentation of local program to track and maintain permanent BMPs.</i>

Other supporting documentation

12	4VAC50-60-150.A.2	Identification of location of fee structure and if the fee structure differs from the statewide fee schedule.	<i>Local staff should identify where the fee structure is located, either within the local Stormwater Management Ordinance or elsewhere, if applicable, and explain any variations from the statewide fee schedule.</i>
13	4VAC50-60-116	Explanation of local enforcement for stormwater management program.	<i>Local staff should provide description and/or location of enforcement provisions, either within the local Stormwater Management Ordinance or elsewhere in their code, if applicable.</i>
14	4VAC50-60-54.E	Identify any waters for which TMDLs are in effect in the locality.	<i>Local staff should identify applicable approved TMDLs</i>
15	4VAC50-60-65	Copy of BMP design criteria.	<i>Local staff should provide description and copy of local BMP design criteria. If</i>

Locality: _____

			<i>the locality adopted the local BMP design criteria that differ from State Stormwater Management Handbook/Virginia BMP Clearinghouse, documentation that these BMPs were approved by the Board shall be provided.</i>
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The following is to be completed by DCR staff.

16	Is the local Erosion and Sediment Control program consistent as defined in 10.1-562.D?	<i>DCR staff should verify status in advance and note here prior to sending to local contact.</i>
17	Is the locality within Tidewater Virginia as defined in the Chesapeake Bay Preservation Act? If so, is the local Bay Act program consistent and compliant?	<i>DCR staff should verify status in advance and note here prior to sending to local contact.</i>
18	Is the locality an MS4 locality?	<i>DCR staff should verify status in advance and note here prior to sending to local contact.</i>

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**Stormwater Management Regulations
Local Program Development and
Submittal Timeline**

