



# MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

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## COMMISSIONERS

### Essex County

Mr. R. Gary Allen  
Hon. Margaret H. Davis  
Hon. Edwin E. Smith, Jr.  
(Treasurer)

### Town of Tappahannock

Hon. Roy M. Gladding

### Gloucester County

Dr. Maurice P. Lynch  
Hon. John Northstein  
Hon. Louise D. Theberge  
(Chair)

### King and Queen County

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

### King William County

Mr. Trenton Funkhouser  
Hon. Travis J. Moskalski  
Mr. Eugene J. Rivara  
Hon. Otto O. Williams

### Town of West Point

Mr. John B. Edwards, Jr.  
Hon. Charles D. Gordon

### Mathews County

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

### Middlesex County

Hon. Elizabeth Hurd  
Hon. Wayne H. Jessie, Sr.  
Mr. William H. Whitley  
Mr. Kenneth W. Williams

### Town of Urbanna

Hon. Donald Richwine

### Secretary/Director

Mr. Lewis L. Lawrence

**TO: MPPDC Board of Commissioners**

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

**DATE: June 20, 2012**

**RE: June Commission Meeting**

The MPPDC will host its June dinner meeting on Wednesday, June 27, 2012, at Lowery's Restaurant, 528 S. Church Lane, Tappahannock, Virginia. Mr. Jay Poole, Member of the Board of Directors for the Center for Rural Virginia, will be the speaker for the evening.

We will begin the evening with a regional networking period from 6-7:00 p.m. Dinner will be served at 7:00 p.m. The Presentation will begin at 7:45 p.m.

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

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

I look forward to seeing you on June 27<sup>th</sup>!

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***Middle Peninsula Planning District Commission***  
***Dinner Meeting***  
**7:00 P.M.**  
**Wednesday, June 27, 2012**  
**Lowery's Restaurant**  
**Tappahannock, VA**

**AGENDA**

- I. Welcome and Introductions
  - MPPDC Chair Louise Theberge
- II. Invocation
  - Edwin “Bud” Smith, Jr., Vice Chairman, Essex County Board of Supervisors
- III. Presentation on “Center for Rural Virginia”
  - Jay Poole, Board of Directors, Center for Rural Virginia
  - Questions and Answers
- IV. Approval of May Minutes
- V. Approval of May Financial Report
- VI. Executive Director’s Report on Staff Activities for the Month of June
- VII. Election of MPPDC Officers for FY2013
- VIII. Other Business
- IX. Adjournment

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## MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

May 23, 2012  
Saluda, Virginia

The monthly meeting of the Middle Peninsula Planning District Commission was held in the Regional Board Room at the Middle Peninsula Planning District Commission office in Saluda, Virginia on Wednesday, May 23, 2012, at 7:00 p.m. MPPDC Chair Louise Theberge (**Gloucester County**) welcomed everyone in attendance.

Chair Theberge announced that the VACo meeting in King and Queen County is scheduled for June 8, 2012 at 9:00 a.m. Sherrin Alsop said the meeting was warranted because VACo is very much interested in the Middle Peninsula's local government officials' issues and concerns for the year. All elected officials are encouraged to attend.

Commissioners in attendance were:

(**Essex County**) R. Gary Allen and Prue Davis; (**Gloucester County**) Dr. Maurice Lynch and John Northstein; (**King and Queen County**) Sherrin Alsop and Thomas Swartzwelder; (**King William County**) Trenton Funkhouser, Travis Moskalski, Eugene Rivara, and Otto Williams; (**Mathews County**) O. J. Cole, Jr., Charles Ingram, and Melinda Moran; (**Middlesex County**) Elizabeth Hurd, Wayne Jessie, Sr., and Kenneth Williams; (**Town of Urbanna**) Donald Richwine; and (**Town of West Point**) John Edwards, Jr. and Charles Gordon.

Guests in attendance were Doug Fritz, DCR Regulatory Programs Manager, and citizens from the region. Middle Peninsula Planning District Commission staff in attendance were Executive Director Lewis Lawrence, Administrative Assistant Beth Johnson, Secretary Rose Lewis, and Regional Economic Planner Harrison Bresee III.

### **Approval of April Minutes**

Chair Theberge asked whether there were any corrections or changes to the April Minutes. There were no corrections or changes to the April Minutes. Chair Theberge requested a motion to approve the April Minutes as distributed. Maurice Lynch moved that the April Minutes be approved. Charles Gordon seconded the motion; motion carried.

### **Approval of April Financial Report**

Chair Theberge asked whether there were any questions regarding the financial report before being approved subject to audit. There were no questions. Chair Theberge requested a motion to approve the April Financial Report subject to audit. Otto Williams moved to approve the April Financial Report subject to audit. Gary Allen seconded the motion; motion carried.

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

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 May. The Executive Director's Report on Staff Activities is developed at a monthly staff meeting, organized by PDC Service Centers, and the activities are used to report grant funding activities. Mr. Lawrence reviewed the Executive Director's Report for May as follows:

**1. MPPDC Staff Activities Service Summary of Regional Progress**

- The staff activities service summary of regional progress chart shows the types of services that were provided by MPPDC staff for the month of May.

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

- Prepared and submitted a draft application to the National Fish and Wildlife Foundation requesting financial assistance for the development of a framework for a local and regional stormwater management program in response to a General Assembly mandate for local program creation. Received proposal support letters from Counties of Essex, Gloucester, King and Queen, King William, Mathews, and Middlesex and Towns of Tappahannock, Urbanna, and West Point.
- Received communications from Frank Fletcher, PhD with Groundwater Virginia, expressing concern over the recent interest in gas drilling within the Middle Peninsula and Northern Neck. New technologies have made possible the extraction of natural gas from previously unproductive rocks within the Middle Peninsula and Northern Neck. Natural gas is a mixture of hydrocarbon gas consisting chiefly of methane, with lesser amounts of ethane, propane, butane, and pentane. It is colorless, tasteless, and odorless in its pure form. When burned it produces a high level of heat but few harmful air pollutants. Natural gas fuels approximately one quarter of the energy consumption in the United States.
- Convened the May monthly meeting of the Middle Peninsula Local Government Administrators. Discussed **Senate Joint Resolution 76** - A Study to Assess Recurrent Flooding in Tidewater Virginia.

By order of the Virginia General Assembly and the Governor of Virginia: The Virginia Institute of Marine Science shall complete its meetings by November 30, 2012, and shall submit to the Governor and the General Assembly an executive summary and a report of its

findings and recommendations for publication as a House or Senate document. The executive summary and report shall be submitted as provided in the procedures of the Division of Legislative Automated Systems for the processing of legislative documents and reports no later than the first day of the 2013 Regular Session of the General Assembly and shall be posted on the General Assembly's website.

- Consulted with Glen Sink, Director for Center for Rural Virginia. Mr. Sink is interested in discussing issues facing rural government at the June MPPDC dinner meeting. Mr. Sink also requested that MPPDC staff notify MPPDC Commissioners and community business leaders of a joint Middle Peninsula-Northern Neck rural business caucus workshop scheduled for June 6<sup>th</sup> at **Rappahannock Community College- Warsaw Campus** from 9:30AM-Noon. The regional Rural Caucus/business workshops objective is to have a sound dialogue of the priority issues for the respective regions to provide a basis for the legislators to present at a statewide Rural Caucus Convening this fall. Delegate Hodges and Delegate Ransone will be participating in the Caucus.

### **3. Project 30309 Rural Transportation Planning**

- Attended Delegate Rob Wittman's Broadband Roundtable on April 20, 2012 in Warsaw where the purpose of the meeting was to discuss the broadband and technology needs of localities in rural areas as well as ways stakeholders can best position their broadband initiatives to apply for and receive federal and/or state funding. Information was also presented about the status of federal loan and grant programs and broadband deployment initiatives in the Commonwealth of Virginia. Representatives from the Middle Peninsula Planning District Commission, the Northern Neck Planning District Commission, National Telecommunications and Information Administration (NTIA), USDA Rural Utilities Service, the Virginia Office of Telework Promotion and Broadband Assistance, and the Virginia Broadband Advisory Council discussed ongoing initiatives in their organizations.

### **4. Projects 30420, 30423, 30426, 30440 On-site Technical Guidance Assistance and Revolving Loan Program**

- Received phone calls from citizens of the Middle Peninsula, Three Rivers Health District staff, VDH, and septic service companies regarding septic repairs, pump-outs, and permits.

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

- Held 9 Comprehensive Economic Development Strategy (CEDS) Employment Committee meetings and 1 CEDS Executive Committee meeting. Committees have completed a Strengths, Weaknesses, Opportunities, and Threats analysis (SWOT) and are working on Goals and Objectives, an Economic Cluster Analysis and Project recommendations. So far, an example of general project ideas include: water and sewer lines; broadband infrastructure; a truck stop to service landfill and silviculture rigs; a natural gas line; business training to provide qualified technical personnel for existing manufacturing jobs; and the need to quantify the economic value of tourism. Localities represented in the process: Town 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.

**6. Agency Administration**

- Negotiated agreement with Elizabeth Goins, Middlesex Chamber of Commerce, to rent office space on a month to month basis. The Chamber will pay \$200/month for office space in the MPPDC library. No IT or phone services will be provided, no unauthorized use of the copier, and no IT equipment provided. Internet services will be included.

**Public Comments**

Chair Theberge opened the meeting for public comments. There were no public comments.

**Stormwater/TMDL Rollout PDC Outreach Meetings: Mr. Doug Fritz, Department of Conservation and Recreation Stormwater Permit Manager**

Mr. Doug Fritz is the official Department of Conservation and Recreation (DCR) Stormwater Permit Manager representative for the Middle Peninsula. Mr. Fritz said the General Assembly has passed new stormwater regulations. Virginia's historic modus operandi for stormwater is run through local programs (Chesapeake Bay Preservation Act (CBPA) and Virginia Erosion and Sediment Control (VA ESC). The federal government is involved because of modifications to the federal Clean Water Act-National Pollutant Discharge Elimination System (NPDES) Permits and Total Maximum Daily Loads (TMDLs).

The Virginia Soil and Water Conservation Board adopted regulations on May 24, 2011 and the regulations became effective on September 13, 2011. The Implementation date is July 1, 2014 through State Construction General Permit and Local Ordinances. Before July 1, 2014, local programs and ordinances have to be developed and adopted.

Mr. Fritz said the elements of the existing local programs are permit application/fee collection, plan review and approval, permit issuance (local and CWA), inspections, compliance/enforcement, and DCR Oversight-Program Compliance Review.

Local Government Benefits will include “One–stop-shop” for community development: eliminate local versus state confusion and greater compliance/better protection of local natural resources; and Local control: speed of plan review and approval, economic development advantages, and addressing local issues.

Mr. Fritz said the E-Permitting Program Development is: (1) GIS based so the development community can identify impaired waters, TMDLs, and watersheds; (2) Coordinates the federal/state permit requirements with local program review and approval; and (3) allows for automatic reporting of plan approvals and best management practices.

Discussions were held regarding lack of county projects that can generate fees, DCR inspection of local programs, water quality goals, reduction requirements, local government regulations, and EPA regulations, and permit fee schedule and requirements.

### **Center for Rural Virginia (June Meeting Speaker)**

MPPDC Executive Director Lewis Lawrence said that Glen Sink, Executive Director of the Center for Rural Virginia, has expressed an interest in speaking to the Board in June about regionalism and political boundaries. Mr. Sink is very much interested in what is happening across the state with local governments, rural concerns and what the General Assembly is/ is not doing to assist the rural local governments. Delegate Keith Hodges has expressed an interest in speaking with Mr. Sink.

### **Presentation of the Recommended Overall Program Design and Budget for FY13**

MPPDC Executive Director Lewis Lawrence said the Commission is headed in a new direction in accordance with the 2011 Strategic Planning Report. Mr. Lawrence reviewed the MPPDC Service Centers for FY2013 which include: Transportation, Onsite Septic Repair and Pumpout, Environmental Coastal Community Development, Mandates, Staff Support for Various partners, Housing, Local Initiatives, Economic Development, and Agency Administration. Mr. Lawrence said by using a Service Center oriented budget document, the Commission can recognize

how programs are funded and expensed, and the true cost of agency administration and indirect cost allocation are more readily apparent and easier to understand.

Mrs. Beth Johnson, MPPDC Administrative Assistant, reviewed the draft FY2013 budget.

Chair Theberge requested a motion to adopt the draft Recommended Overall Program Design and Budget for FY13. Maurice Lynch moved to adopt the FY13 MPPDC draft Recommended Overall Program Design and Budget. Eugene Rivara seconded the motion; motion carried

### *Virginia Retirement System Resolutions*

Mrs. Beth Johnson, MPPDC Administrative Assistant, said the Virginia Retirement System (VRS) is requiring all local political subdivisions participating in VRS to adopt two Resolutions because of recent legislation regarding localities' employer and member retirement contributions.

Resolution 1: Employer Retirement Contribution Rate Election states that the governing body must approve a 12.88% rate certified by the VRS Board of Trustees for the 2012-2014 biennium or an 11.25% alternate rate which is the current rate certified by the VRS Board for FY2011-2012 or 70% of the VRS Board certified rate for 2012-2014. Beth recommended that the Commission approve the 12.88% rate as the balance would have to be made up at a future date.

Resolution 2: Member Contribution Election states as provided under Chapter 822 of the 2012 Acts of Assembly (SB 497), all Plan 1 and Plan 2 school division and political subdivision employees must begin paying the 5% member contribution effective July 1, 2012. Localities can opt to phase in the requirement over 5 years. All employees hired on or after July 1<sup>st</sup> must pay the full 5% upon employment with no phase-in allowed. Beth recommended that the commission approve paying the full 5% rate as the phase-in would be complicated and not offer much cost savings to the agency.

Chair Theberge requested Resolution 1 be approved at 12.88% rate for the 2012-2014 biennium. Maurice Lynch moved that the MPPDC Board approve Resolution 1 at 12.88% rate for the 2012-2014 biennium. Eugene Rivara seconded the motion; motion carried.

Chair Theberge requested Resolution 2 be approved at 5% member contribution effective July 1, 2012. Eugene Rivara moved that the MPPDC Board approve Resolution 2 at 5% member contribution effective July 1, 2012. Maurice Lynch seconded the motion; motion carried.

**Report from the Nominating Committee**

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

Chair-	Sherrin Alsop, King and Queen County
Vice Chair-	Edwin “Bud” Smith, Essex County
Treasurer-	Otto Williams, King William County
Secretary-	Lewis Lawrence, MPPDC Secretary

No other nominations were presented. The slate of officers for FY2013 will be presented at the June 2012 MPPDC meeting to be voted on as FY2013 officers for MPPDC.

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

**Executive Session to Discuss Personnel Issues as Permitted by Virginia Code 2.2-3711(A)(1)**

Chair Theberge requested a motion to go into closed meeting. Don Richwine moved that the Commission convene in closed session to discuss issues concerning personal issues permitted by Virginia Code §2.2-3711(A) (1). Otto Williams seconded the motion.

Chair Theberge took a Roll Call vote.

Gary Allen (Aye)	O J Cole, Jr. (Aye)
Prue Davis (Aye)	Charles Ingram (Aye)
Maurice Lynch (Aye)	Melinda Moran (Aye)
John Northstein (Aye)	Elizabeth Hurd (Aye)
Chair Louise Theberge (Aye)	Wayne Jessie, Sr. (Aye)
Sherrin Alsop (Aye)	Kenneth Williams (Aye)
Tom Swartzwelder (Aye)	Donald Richwine (Aye)
Trenton Funkhouser (Aye)	John Edwards (Aye)
Travis Moskalski (Aye)	Charles Gordon (Aye)
Eugene Rivara (Aye)	
Otto Williams (Aye)	

Chair Theberge requested a motion to return to open session. Otto Williams moved to return to open session. Gary Allen seconded the motion; motion approved.

Chair Theberge took a Roll Call vote.

*MPPDC Minutes*

*May 23, 2012*

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Gary Allen (Aye)  
Prue Davis (Aye)  
Maurice Lynch (Aye)  
John Northstein (Aye)  
Chair Louise Theberge (Aye)  
Sherrin Alsop (Aye)  
Tom Swartzwelder (Aye)  
Trenton Funkhouser (Aye)  
Travis Moskalski (Aye)  
Eugene Rivara (Aye)  
Otto Williams (Aye)

O J Cole, Jr. (Aye)  
Charles Ingram (Aye)  
Melinda Moran (Aye)  
Elizabeth Hurd (Aye)  
Wayne Jessie, Sr. (Aye)  
Kenneth Williams (Aye)  
Donald Richwine (Aye)  
John Edwards (Aye)  
Charles Gordon (Aye)

Otto Williams moved that the Commission certify that to the best of each member's knowledge: (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body. Gary Allen seconded the motion.

Chair Louise Theberge, took Roll Call vote.

Gary Allen (Aye)  
Prue Davis (Aye)  
Maurice Lynch (Aye)  
John Northstein (Aye)  
Chair Louise Theberge (Aye)  
Sherrin Alsop (Aye)  
Tom Swartzwelder (Aye)  
Trenton Funkhouser (Aye)  
Travis Moskalski (Aye)  
Eugene Rivara (Aye)  
Otto Williams (Aye)

O J Cole, Jr. (Aye)  
Charles Ingram (Aye)  
Melinda Moran (Aye)  
Elizabeth Hurd (Aye)  
Wayne Jessie, Sr. (Aye)  
Kenneth Williams (Aye)  
Donald Richwine (Aye)  
John Edwards (Aye)  
Charles Gordon (Aye)

Chair Theberge requested a motion to establish the employment start date for Lewis L Lawrence as the MPPDC executive Director. Donald Richwine moved to commence Mr. Lawrence's employment as Executive Director effective May 25, 2012. Maurice Lynch seconded the motion. Motion carried.

Chair Louise Theberge, took Roll Call vote.

***MPPDC Minutes***

***May 23, 2012***

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Gary Allen (Aye)  
Prue Davis (Aye)  
Maurice Lynch (Aye)  
John Northstein (Aye)  
Chair Louise Theberge (Aye)  
Sherrin Alsop (Aye)  
Tom Swartzwelder (Aye)  
Trenton Funkhouser (Aye)  
Travis Moskalski (Aye)  
Eugene Rivara (Aye)  
Otto Williams (Aye)

O J Cole, Jr. (Aye)  
Charles Ingram (Aye)  
Melinda Moran (Aye)  
Elizabeth Hurd (Aye)  
Wayne Jessie, Sr. (Aye)  
Kenneth Williams (Aye)  
Donald Richwine (Aye)  
John Edwards (Aye)  
Charles Gordon (Aye)

***Other Business***

There was no other business.

***Adjourn***

Chair Theberge requested a motion to adjourn. O.J. Cole Jr. moved to adjourn; Otto Williams seconded the motion; motion carried.

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**(Secretary)**

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# Project Financial Report

Middle Peninsula Planning District Commission

Run Date: 06/06/2012  
 Run Time: 2:32:33 pm  
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Period Ending: 05/31/12

		Expenditures						
Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30007	FY12 Local Programs	187,429.00	2,384.13	142,638.15	44,790.85	76.10%	157,422.29	14,784.14
30010	Local PAA Stewardship/	17,000.00	0.00	10,887.98	6,112.02	64.05%	17,000.00	6,112.02
30013	EE&CBG Project	703,872.00	261.25	281,756.20	422,115.80	40.03%	275,941.64	-5,814.56
30170	MPBDP FY12 Staff Sup	38,000.00	462.39	37,750.65	249.35	99.34%	40,018.97	2,268.32
30207	FY12 TDM	74,000.00	6,183.27	65,794.45	8,205.55	88.91%	67,340.00	1,545.55
30309	FY12 Rural Transportati	72,500.00	8,539.49	61,066.96	11,433.04	84.23%	49,054.28	-12,012.68
30420	Onsite Loan Management	119,458.85	276.37	96,675.31	22,783.54	80.93%	105,765.00	9,089.69
30423	VCWRFR Onsite Fund	80,000.00	700.00	16,037.50	63,962.50	20.05%	21,784.00	5,746.50
30426	WQIF 2010	102,883.00	5,099.01	29,845.91	73,037.09	29.01%	22,671.80	-7,174.11
30427	Failing Septic Heir Proper	7,091.00	318.32	547.17	6,543.83	7.72%	0.00	-547.17
30440	Septic Pumpout VII	14,372.00	14.27	15,219.38	-847.38	105.90%	15,074.65	-144.73
30502	Water Supply Planning	106,784.79	19.45	107,497.52	-712.73	100.67%	153,950.00	46,452.48
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	0.00	84,053.79	13,636.22	86.04%	104,768.14	20,714.35
32113	MP SW Dredging Master l	32,000.00	0.00	31,713.66	286.34	99.11%	32,000.00	286.34
32115	FY11 Coastal TA	61,000.00	67.89	63,394.69	-2,394.69	103.93%	63,374.30	-20.39
32116	FY11 Climate Change	76,000.00	79.50	76,423.11	-423.11	100.56%	72,291.15	-4,131.96
32117	Conservation Corridors	40,000.00	46.84	40,011.13	-11.13	100.03%	39,979.23	-31.90
32118	FY12 Coastal TA	60,000.00	4,939.74	36,495.32	23,504.68	60.83%	27,883.16	-8,612.16
32119	Land & Water Quality Pr	50,000.00	3,872.11	15,922.02	34,077.98	31.84%	8,295.15	-7,626.87
32201	PAA Perrin River WW P	15,000.00	1,782.54	7,314.68	7,685.32	48.76%	3,750.00	-3,564.68
32202	Working Waterfronts Co	43,118.00	1,990.26	5,852.98	37,265.02	13.57%	1,797.05	-4,055.93
32203	Working Waterfronts De	6,000.00	1,013.05	4,648.09	1,351.91	77.47%	0.00	-4,648.09
32205	VAPDC TMDL TA	230,517.00	247.33	220,123.56	10,393.44	95.49%	220,337.83	214.27
33000	MP Comprehensive Econ	120,000.00	5,576.76	45,031.53	74,968.47	37.53%	27,923.16	-17,108.37
<b>Totals:</b>		<u>2,385,226.65</u>	<u>43,873.97</u>	<u>1,542,365.62</u>	<u>842,861.03</u>	<u>64.66%</u>	<u>1,580,946.41</u>	<u>38,580.79</u>

# Balance Sheet by Category

Middle Peninsula Planning District Commission

Period Ending: 05/31/12  
Format: 1 Board

Run Date: 6/6/12  
Run Time: 2:33:48 pm  
Page 1 of 1

## Assets:

Cash in Bank	560,400.62
Receivables	282,807.25
Property & Equipment	13,972.27

**Total Assets:**

**\$857,180.14**

## Liabilities:

Accounts Payable	1,625.12
VRA Loan Payables	109,284.00
Payroll Withholdings	-16.67
Accrued Leave	20,592.94
Deferred Revenue	-3.14
Cost Allocation Control	(837.07)

**Total Liabilities:**

**\$130,645.18**

## Equity:

Local Initiatives/Information Resources	26,934.75
Economic Development	-14,840.05
Transportation Programs	-10,467.13
Onsite Repair & Pumpout	6,970.18
Housing	-5,814.57
Coastal Community & Environmental	-10,654.88
Mandates	46,452.48
Temporarily Restricted	188,479.87
General Fund Balance	499,474.31

**Total Equity:**

**\$726,534.96**

**Balance:**

**\$0.00**

## Agencywide R&E by Category

Middle Peninsula Planning District Commission

Run Date: 06/06/2012  
 Run Time: 2:35:29 pm  
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Period Ending: 05/31/12  
 Format: 1 Agencywide R&E  
 With Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Ovr	% Bud
<b>Revenues</b>					
Local Match	75,709.00	0.00	104,045.68	-28,336.68	137.43%
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	130,598.45	345,240.85	477,259.15	41.97%
Miscellaneous Income	42,407.00	924.04	28,889.52	13,517.48	68.12%
Onsite Loan Program Income	7,000.00	865.65	16,632.72	-9,632.72	237.61%
PAA Program Income	0.00	0.00	1,100.00	-1,100.00	0.00%
<b>Revenues</b>	<b>1,359,462.00</b>	<b>132,388.14</b>	<b>1,061,586.02</b>	<b>297,875.98</b>	<b>78.09%</b>
<b>Expenses</b>					
Personnel	408,523.00	28,541.72	341,424.42	67,098.58	83.58%
Facilities	30,912.00	2,179.30	27,445.35	3,466.65	88.79%
Communications	5,700.00	489.81	5,494.53	205.47	96.40%
Equipment & Supplies	6,370.00	718.02	9,318.23	-2,948.23	146.28%
Travel	5,750.00	546.36	5,371.77	378.23	93.42%
Professional Development	10,185.00	367.14	13,719.02	-3,534.02	134.70%
Contractual	767,917.00	7,840.35	463,549.44	304,367.56	60.36%
Miscellaneous	54,741.00	3,191.25	52,636.79	2,104.21	96.16%
Regional Share	75,709.00	0.00	104,045.68	-28,336.68	137.43%
<b>Expenses</b>	<b>1,365,807.00</b>	<b>43,873.95</b>	<b>1,023,005.23</b>	<b>342,801.77</b>	<b>74.90%</b>
<b>Agency Balance</b>	<b>-6,345.00</b>	<b>88,514.19</b>	<b>38,580.79</b>		

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# Middle Peninsula Planning District Commission



## MPPDC General Fact Sheet

### WHAT IS MPPDC?

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

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

### BACKGROUND

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

### WHAT DOES MPPDC DO?

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

### HOW ARE DECISIONS MADE AT MPPDC?

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

### QUICK FACTS

#### Region at Glance

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

➤ 888,064 Acres of Land

➤ 90,826 People

#### By the Numbers

- 1.1% Total State Population
- \$50,001 Median Household Income



#### For More Information:

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

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

Please visit the MPPDC website at:  
[www.mppdc.com](http://www.mppdc.com)

# Regional Profile:

## 2000-2010 Demographic Information

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



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

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

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

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

# MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

## Staff Activities Service Summary of Regional Progress

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  
June 18, 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 5 years)

## 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, MPCBPAA*

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

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

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

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

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

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

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

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

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

### **Secretary: Rose Lewis**

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

Programs: *Septic Pumpout Assistance, Facilities Scheduling*

## MANDATES

Funding – VDEM, VDEQ, localities, MPPDC General Fund

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

*9 VAC 25-780 establishes a planning process and criteria that all local governments will use in the development of local or regional water plans. The plan will be reviewed by the Department of Environmental Quality and a determination will be made by the State Water Control Board on whether the plan complies with this regulation. Within five years of a compliance determination by the board, the plan will be reviewed to assess adequacy and any significant changes will require the submission of an amended plan and review by the board. All local programs will be reviewed, revised, and resubmitted to the Department of Environmental Quality every 10 years after the last approval. 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.*

- Received a letter from Scott Kudlas, Director of the Office of Water Supply Planning for the Virginia Department of Environmental Quality (DEQ), acknowledging that the Regional Water Supply Plan for the Middle Peninsula Counties of Essex, King and Queen, King William, Mathews, and Middlesex along with the Towns of Tappahannock, West Point, and Urbanna had been formally submitted to DEQ. The Plan will be reviewed for compliance by DEQ staff as soon as time and resources permit and the review process may take some time. A final case decision on compliance cannot be made until all programs within the watershed are examined to allow for a cumulative review of local water supply expectations and water resource availability.

## INFORMATION RESOURCES/ASSISTANCE

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

- Updated [www.mppdc.com](http://www.mppdc.com) website.
- Provided Anne Bradstreet Smith, A.B. Smith Consulting, LLC, a table and map with the average income per household and the average income per non-family household for each Gloucester County census tract from the 2010 census data for use in developing a grant application for the County.
- Consulted with Evelyn Porter, King and Queen County Social Services, regarding well repair assistance availability. Emailed SERCAP well assistance program information.
- Received an email from Liz Whitley, Mathews County Zoning Technician, with a question about troubleshooting road labels when producing map books with the ArcGIS 10 software. PDC staff recommended Mrs. Whitley contact other local GIS staff with this question because map books are typically produced at the local government level, and gave her the contact information for Donna Sprouse, King and Queen County's GIS Coordinator.
- Received phone call from homeowner regarding assistance available for repairs to pipes under house. Referred to Bay Aging Inc.
- Provided copy of MPPDC FOIA policy to Charlette Woolridge, County Administrator in Brunswick County per request of Phyllis Catlett of Sands, Anderson.

- The building official monthly reports for the month of May 2012 were filed for the counties of Essex and 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.*

**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.*

- Consulted with Ursula Lemanski of the National Parks Service concerning a project stakeholder committee for the Milford Haven land donation to the Public Access Authority. Discussed committee membership needs with Melinda Moran, Mathews County Administrator. Agreed that the Public Access Authority would initiate public outreach to form the committee.
- Received instructions from Mathews County to have the MPCBPAA pursue inviting all interested parties in the Mathews Heritage Park to a facilitated meeting in the near future. Contacted Ursula Lemanski of the National Park Service to discuss this process.
- PAA Staff began developing the PAA FY13 Annual Work Program.

**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 Beth Polak of the Virginia Coastal Zone Management Program concerning a special meeting to be held at VIMS to celebrate 40 years of Coastal Zone Management in Virginia under the Coastal Zone Management Act enacted in 1972.
- Consulted with O.J. Cole, Jr., Mathews County Board of Supervisors, concerning MPPDC staff attendance at a TMDL meeting for Mathews, Middlesex and Gloucester Counties. Agreed to send an MPPDC planner to the meeting.

- Participated in the National Working Waterfront Network conference call. Discussed national case studies that illustrate various local success stories to protect and manage working waterfront infrastructure.
- Conferred with Ken Snow of Shore Exploration concerning oil and gas exploration within the Middle Peninsula. Discussed the need for a July presentation with the Middle Peninsula Local Government Administrators.
- Discussed aquaculture code amendment with Emily Gibson, Mathews County Planning Commission member.
- Consulted with Charles Ingram, Mathews County Board of Supervisors, concerning Middle Peninsula citizens being released from single policy insurance coverage with Farm Bureau. All single policy holders are being released from insurance coverage across the Middle Peninsula.
- Discussed new Virginia Department of Health requirements allowing a homeowner to eliminate pre treatment by installing additional drain field lines as a preventative measure to forestall installing an engineered septic system with Middlesex Health Department and PDC staff.
- Conferred with Scott Harper, Virginia Pilot, concerning question related to sea level rise and adaptation strategies within the Middle Peninsula. Discussed the power of words and terminology used to discuss the issues locally.
- Attended the National Coastal Society meeting convened in Miami Florida. Discussed issues impacting coastal economies including commercial seafood harvest, working waterfronts and sea level rise.
- Discussed flooding and mitigation funding opportunities with Robbie Coates, Virginia Department of Emergency Management. Local projects which focus on drainage improvements to reduce flooding are eligible for funding consideration. Provided notice to all Middle Peninsula Local Government Administrators concerning the opportunity.
- 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
- Received an email from Angela Redwine, Project Review Assistant with the Virginia Department of Conservation and Recreation’s (DCR) Department of Natural Heritage, with a signed copy of the Middle Peninsula Planning District Commission’s license for use of digital data and the Natural Heritage Data Explorer website (NHDE). Access to the Natural Heritage Data Explorer Website is available by subscription only and more information can be found at [http://www.dcr.virginia.gov/natural\\_heritage/nhdeinfo.shtml](http://www.dcr.virginia.gov/natural_heritage/nhdeinfo.shtml). The NHDE is a new website application that features powerful GIS capabilities including:
    - An interactive map service that allows the user to display a variety of data layers, including county boundaries, roads, streams, watershed boundaries, conservation lands, and topographic and aerial photography for the entire state.
    - Ability to change the scale and location of map displays.
    - Ability to select and identify specific features such as rare species, conservation sites, and karst resources.
    - Ability to create boundaries and labels for specific locations and print maps.
    - Ability to identify the presence of natural heritage resources within a two-mile project buffer.
    - Ability to submit project boundaries to DCR through the website and receive a detailed report.
  - Received the annual request from the Essex County Countryside Alliance (ECCA) for an update to their Protected Lands Map that illustrates property put under easement each year and cumulative in Essex County. Middle Peninsula PDC staff assisted ECCA with the creation of the map in 2007, and have conducted each subsequent update at no cost to them with the help of funding by Virginia's Coastal Zone Management Program of the Department of Environmental Quality. Completed the 2012 update of the Protected Lands Map for the ECCA on June 15, 2012 and submitted versions in PDF and JPEG formats to Mary Moss Walker, Assistant to Peter C. Bance (President of ECCA), and Susan McFadden, Open Door Communications.
  - Received the tax map numbers of the property put under easement in Essex County from July 2011-June 2012 from Tom Blackwell, Commissioner of Revenue for Essex County, needed to conduct the 2012 update of the ECCA map. Mr. Blackwell also sent Middle Peninsula Planning District Commission (MPPDC) staff the new Essex County Map Book, updated December 2011, for use during the ECCA Map update.

**Projects 32116 Initiating Adaptation Public Policy Development**

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

- Assembled hard copy and burned CD's of Phase 3 Middle Peninsula Climate Change Report: *Initiating Adaptation Public Policy Development* and mailed to the Director of Planning for each Middle

Peninsula locality with instructions for transmittal to the chair of each planning Commission for review and consideration.

### **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.*

- Received and reviewed a process flow chart illustrating the enforcement steps necessary to move a failed septic system into compliance. Discussed the distribution of the process steps with staff for future consideration by Middle Peninsula Commonwealth Attorneys.
- Received notification of a change in consulting staff for a portion of the land and water quality project. Drafted new contract language to reflect staffing change to ensure project completion by September 2012.

### **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.*

- Continued working on the draft final report including Perrin River Recommendations, Perrin Wharf Transfer and Improvements, and a discussion on a Recreational and Commercial Working Waterfronts Overlay/Zoning District.

### **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.*

- Requested a meeting of Coalition partners to discuss the Virginia Coastal Zone Management Program special needs grant opportunity and the possibility for a Phase 2 project.

#### **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.*

- Consulted with Tom Murray, Marine Advisory Services at VIMS, concerning the work of several Coastal PDCs to develop a definition of working waterfronts as well as an inventory of working waterfront infrastructure. Several of the PDCs are behind schedule, but are making progress. MPPDC's portion of the project is on schedule.
- Visited working waterfront sites identified as potential HUBS (water dependent sites with more than one commercial use) in Gloucester County, Mathews County, Town of Urbanna, and Middlesex County. Information such as public versus private, number of slips, water depth, condition of physical property, etc. was acquired.
- Researched public boat landings in the Middle Peninsula and added additional infrastructure to the working waterfront infrastructure inventory list being developed as part of the multi-regional effort to locate and document all of that type of infrastructure that exists in Coastal Virginia.
- Conducted site visits to working waterfront infrastructure in the Counties of Essex, King and Queen, and King William to gather information and photos to complete the inventory of this type of infrastructure in the Middle Peninsula Region.
- Discussed project deliverables that are due to the Virginia Institute of Marine Science (VIMS) by June 30, 2012 with Harrison Bresee, MPPDC Staff and Project Manager. An inventory of working waterfront infrastructure by County in the Middle Peninsula is being developed in an attempt to record structures critical to working watermen as a step in ensuring that the culture of the region can live on.

#### **Project 32205 VAPDC TMDLs**

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

**Project 30207 Transportation Demand Management (TDM) Services**

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

- Received phone call from disabled Middlesex County resident looking for ride to Warsaw for medical appointment. Referred to Bay Transit for assistance through their Middle Peninsula Mobility Management Program.
- Received phone call from Gloucester County resident commuting to Newport News Shipyard requesting ridematching services. Match contact information provided.
- Made presentation to Gloucester County Walmart employees for ridematching and GRH services. Sent thank you letter to Rick Helton, General Manager, thanking him for opportunity to discuss MPPDC services with Walmart employees and requesting opportunity to explore offering information to Walmart customers.
- Focus on the Middle Peninsula Transportation episode aired on June 3<sup>rd</sup> on WXGM – featuring Middle Peninsula Rideshare and Bay Transit services.
- Provided copies of Middle Peninsula Rideshare Program Guaranteed Ride Home and Ridematching databases (April 2011 – March 2012) to Chris Arabia, Department of Rail and Public Transportation, for upcoming State of the Commute Survey.
- Registered to attend Association for Commuter Transportation International Conference to be held in July in Savannah, GA.
- Sent reminder to Gloucester County commuter whose Guaranteed Ride Home Program registration had expired.
- Attended the Department of Rail and Public Transportation's (DRPT) Multimodal and Public Space Design Guidelines Steering Committee Meeting on May 23, 2012 at the Half Moone Cruise and Celebration Center in Norfolk, Virginia. These steering committee meetings have been held over the past year to help develop a set of statewide guidelines for multimodal planning and public space design at the corridor, district and transit station area scales that expand upon the existing DRPT Transit Service Design Guidelines that were developed in November 2008. The scope of the guidelines being developed with the help of the steering committee will also include guidance on Transportation Demand Management (TDM) strategies and discussion of multimodal planning approaches most relevant to the Virginia context.

**Project 30309 Rural Transportation Planning**

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

- Attended the Broadband Strategy Session hosted by Senator Mark R. Warner at the University of Mary Washington on May 21, 2012. Officials from the United States Department of Agriculture (USDA)

Rural Utilities Service (RUS) and the Federal Communications Commission (FCC) were on hand and discussed current federal funding opportunities, resources and plans for encouraging greater broadband deployment. A panel of telecommunications providers was also present to relate to those present what they do and answer questions from the audience. RUS is currently accepting grant applications for the 2012 Community Connect Broadband program to provide broadband service to residents of remote, rural communities: [http://www.rurdev.usda.gov/utp\\_commconnect.html](http://www.rurdev.usda.gov/utp_commconnect.html). The FCC recently announced reforms to its Universal Service Fund in order to accelerate broadband build out to rural America and discussed the rollout of the new Connect America Fund, which includes a recently announced wireless Mobility Fund to provide one-time support in the fall of 2012 to accelerate ongoing efforts to close gaps in mobile wireless service.

- 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.
- Developed a summary sheet of the May 23<sup>rd</sup> TMDL WIP public information meeting for distribution to local government officials and local planning staff.
- Participated in a webinar on May 24, 2012 on the Community Connect Broadband Grant Program offered by the USDA's RUS Telecommunications Program. Thera Swersky and Laurel Leverrier, USDA Broadband Division staff gave presentations on the grant program and the application for fiscal year 2012.
- Assembled local transportation planning staff for a Regional Transportation Committee meeting on May 16, 2012 in the Regional Boardroom at the MPPDC office in Saluda, Middlesex. Items on the agenda included the Fiscal Years 2013-2018 of Virginia's Six-Year Improvement Program (SYIP) and regional priorities, presentation of the completed overview report of the Regional Long Range Transportation Plan, local bicycle and pedestrian recommendations list submission to MPPDC's Rural Transportation Planning Program staff and local transportation plan/comprehensive plan update requirements.
- Attended the May 2012 meeting of the King William Chamber of Commerce with Don Wagner, county citizen and former Virginia Department of Transportation (VDOT) employee, to make the Chamber aware of the development of a Transportation Plan for the County as part of the current Comprehensive Plan Update. Mr. Wagner presented information to the Chamber on suggested transportation improvements and Middle Peninsula Planning District Commission staff presented on the Regional Long Range Transportation Plan resource and the transportation recommendations within.

- Ordered and installed a new ink print head for the MPPDC office plotter so maps could be printed for the King William County Transportation Plan public meeting being held on May 24, 2012.
- Met with Don Wagner and Scott Lucchesi, King William County Director of Community Development, several times to discuss the developing King William County Transportation Plan. MPPDC staff is providing technical assistance for King William in the development of a transportation plan by mapping the recommendations from the 2035 Middle Peninsula Regional Long Range Transportation Plan, mapping the bicycle route recommendations from the Regional Bicycle Facilities Plan and serving as an information resource.
- Attended a public information meeting on the development of a King William County Transportation Plan that was held at the King William County Administration Office Board Room on May 24, 2012. A Transportation Plan for the County is being developed as part of the current Comprehensive Plan update.
- Attended the Plan Virginia (CPEAV) 2012 Planning and Zoning Seminar and heard a presentation from VDOT on HB 1248 that came out of the 2012 Virginia General Assembly with the new requirements for comprehensive plan transportation compliance.
- Attended the Eastern Regional Rural Caucus Workshop held by the Virginia Rural Center (or the Center for Rural Virginia, the bi-partisan Rural Caucus within the Virginia General Assembly, on June 6, 2012 at the Rappahannock Community College Warsaw Campus. Delegates Margaret Ransone and Keith Hodges were in attendance and led the discussion with Glen Sink, Executive Director for the Center for Rural Virginia, on issues important to the Eastern Region of Virginia. Members of local government in the Middle Peninsula and Northern Necks were present, along with local business leaders, to comment on policy issues important to growing the regional economy and to enhance the policy needs of rural Virginia. The Rural Caucus is working to bring one or two key issues from rural areas in Virginia to the 2013 Virginia General Assembly to attempt to shape future policies.
- Participated in a Virginia Association of Planning District Commissions (VAPDC) Staff Conference Call to brainstorm seminars 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, telecommunication, and economic development). The first seminar is tentatively scheduled for September or October 2012, lasting one day, featuring presentations on topics in the environmental, transportation and communication field.
- Spoke with Sean Trapani, VDOT Saluda Residency Engineer, about the status of information pending on the Perrin Wharf Road Ending Transfer and other road endings in Gloucester and Essex Counties. The Middle Peninsula Planning District Commission is working with Gloucester County and VDOT to transfer ownership of the Perrin Wharf (Sedgers Creek Dock), Route 1101, from VDOT to the Middle Peninsula Chesapeake Bay Public Access Authority (MPCBPAA) to ensure its availability as a public facility into the future for working watermen to use.
- Assisted with the development of a letter of intent for a grant opportunity from the Federal Centers for Disease Control and Prevention's "PPHF 2012: Community Transformation Grants-Small Communities Programs financed solely by 2012 Prevention and Public Health Funds" that included a completed required elements list outlining the nature of our proposal to create a Regional Eat Healthy, Live Healthy Consortium covering the 6 county and 3 town region forming the Middle Peninsula of coastal Virginia.

**Project 30420, 30423, 30426, 30440 On-Site technical Guidance Assistance and Revolving Loan Program**

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

- Executed ACH loan payments.
- Consulted with Gloucester County homeowner regarding MPPDC Septic Repair assistance program.
- Consulted with Mathews County homeowner regarding septic repair assistance application.
- Received phone call from Gloucester County homeowner regarding status of septic repair.
- Consulted with Cathy Farmer, Septic installer, regarding pending Gloucester septic repair.
- Consulted with Martha Lowe, Middlesex Title, regarding deed issues with septic repair client.
- Received phone call from Mathews County client regarding issues with contractor.
- Convened MPPDC Onsite Loan Committee to review Mathews County application for septic repair funding. Approved loan and paperwork sent to attorney for processing.
- Consulted with Mathews County homeowner regarding tax liens discovered by MPPDC attorney. Requested additional information from homeowner.
- Received phone call from Mathews County client having difficulties getting response from septic installer. Discussed options.
- Convened MPPDC Onsite Loan Committee to review King and Queen County application for septic repair funding. Approved loan and paperwork sent to homeowner for processing.
- Consulted with Cathy Farmer, Farmers Septic, regarding Gloucester County septic repair.
- Called septic contractor regarding estimates needed for Mathews County repairs.
- Closed loan for King and Queen County septic repair.
- Received copies of contractor completion statement and operating permit for completed Gloucester County repair. Final payment released to homeowner to forward to contractor.
- Consulted with Middlesex County homeowner regarding MPPDC septic repair assistance program. Homeowner received referral from AOSE.
- Consulted with Cathy Farmer, Farmers Septic, regarding assistance available for homeowner. Discussed available assistance and directed her to website to download application.

- Received phone call from Cathy Farmer, Farmers Septic, regarding Mathews County homeowner without indoor plumbing. Discussed limitations of program for assistance. Received phone call from homeowner's daughter and discussed assistance. Referred to Mathews County Health Department.
- Received phone call from Gloucester County homeowner regarding septic pumpout program. Mailed application.
- Consulted with Gloucester County client regarding payments.
- Closed on septic funding package for Gloucester County repair.
- Received phone call from Gloucester County homeowner regarding septic pumpout application. Application mailed to homeowner.
- Met with Kevin Landry, DCR Grants Manager, to discuss MPPDC Onsite Program, WQIF grant and updated him on status of program. Discussed status of last reimbursement request and possibility of additional funding opportunities.
- Received list of Middle Peninsula septic repair permits issued in April from David Fridley, VDH. Mailed letters offering assistance from MPPDC Onsite Funding program to homeowners.
- Consulted with Tammy Faulkner, Mathews County Health Department, regarding status of several pending septic repairs.
- Consulted with Julia Goens, Gloucester County Health Department, regarding septic repair.
- Consulted with Daniel Moore, DCR, regarding status of reimbursement request.
- Consulted with May Sligh, DCR, regarding current MPPDC WQIF grant.
- Consulted with Dave Demuth, Gloucester County Health Department, regarding septic repair application.
- Received phone call from Gloucester County homeowner referred by Turlington's Septic for septic repair application. Referred to website to download application.
- Consulted with Tammy Faulkner, Mathews County Health Department regarding letter required for assistance to homeowner without indoor plumbing.
- Met with Mathews County resident to review documents required for application. This property does not currently have indoor plumbing.
- Received list of Middle Peninsula Septic Repair permits issued in May from VDH. Letters and applications for MPPDC Onsite Assistance Program mailed to permit holders.
- Septic Pumpout as of June 18, 2012
 

Applications Mailed	95
Approved Vouchers	72
Completions	60

### **Approved by County**

Essex	13
Gloucester	20
King and Queen	05
King William	08
Mathews	10
Middlesex	16

### **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.*

- Consulted with Stephanie Showalter, Director for the National Sea Grant Law Center, concerning Virginia enforcement issues associated with failing septic systems. Provided a graphic illustration of the enforcement process used by the Three Rivers Heath District.

## **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.
- Received monthly financial statements from Gloucester County loan client.
- Consulted with MPBDP Loan client regarding release of lien on vehicle titles.

### **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.*

- Registered for the Economic Development Administration Comprehensive Economic Development Strategy annual national conference to be held in Philadelphia. The focus of the conference is on implementation of a successful CEDS plan.
- Spoke to the West Point Rotary Club on May 24<sup>th</sup> about the CEDS Program. 14 people were in attendance.

- Held 9 CEDS Employment Committee meetings. Committees are submitting their Project recommendations. A draft list of projects will be reported at the July MPPDC Commission Meeting. 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. Localities represented in the process: Town of West Point and Town of 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 and spoke about the MPPDC CEDS process at the June 6<sup>th</sup> Eastern Regional Rural Caucus Workshop in Warsaw, VA. Three CEDS Employment Committee members, representing King William County, Essex County, and Town of Tappahannock, attended.

## **LOCAL INITIATIVES**

Funding - local dues, PDC base-funding from VDHCD and/or MPPDC General Fund.

Funding for specific projects may come from locality requesting assistance.

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

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

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

- Consulted with John Bailey, Town Manager of Urbanna, regarding loan of MPPDC AV equipment for budget presentation.
- Consulted with Glen Sink, Center for Rural Virginia, regarding invitations to MPPDC June Quarterly Meeting.
- Attended the Virginia Resource Authority public financing workshop held at the Piankatank Golf Course in Middlesex County. Discussed various new ways to finance public debt for infrastructure projects.
- 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.

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

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

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

**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.
- All weatherization projects have been completed. 19 Middle Peninsula homes were improved. At least one homeowner in each county participated:
  - Essex County -- 4
  - Gloucester County -- 5
  - King and Queen County -- 1
  - King William County -- 1
  - Mathews County -- 2
  - Middlesex County -- 6
- Consulted with client regarding extra loan payments.
- Prepared and submitted the April 2012 invoices for the final expenses of the Middle Peninsula Planning District Commission's Energy, Efficiency and Conservation Weatherization Expansion Program funded by the Energy, Efficiency and Conservation Block Grant Program (EECBG) that was a result of the 2008 American Recovery and Investment Act (ARRA). The project, which was administered by the Virginia Department of Mines Minerals and Energy (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.

**MPPDC Administration**

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

- Prepared vouchers, processed A/P, processed payroll, processed deposits and balanced bank accounts. Prepared MPPDC financial statements.
- Negotiated preferred pricing with Lindsey Patto, Staples, Inc.
- Met with Greg Dickie, VML Insurance, for annual insurance review.

- Represented MPPDC at Virginia Employment Commission hearing via phone conference regarding contested former employee claim for unemployment benefits. Received notification that employee is not eligible for unemployment benefits as employee voluntarily terminated employment with MPPDC.
- Convened the MPPDC Nominating Committee meeting. Developed proposed slate of officers for consideration by the Commission at the June dinner meeting.
- Participated in the June VAPDC Board of Directors Conference call. Discussed a draft Executive Order focusing on enhancing regionalism.



# MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

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

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

**Town of Tappahannock**  
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## PROPOSED SLATE OF OFFICERS FOR FY 2013

### CHAIR

**Sherrin Alsop**  
King and Queen County

### VICE CHAIRMAN

**Edwin Smith, Jr.**  
Essex County

### TREASURER

**Otto Williams**  
King William County

### SECRETARY

**Lewis Lawrence**  
MPPDC Executive Director