

# MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

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## COMMISSIONERS

### Essex County

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

### Town of Tappahannock

Hon. Roy M. Gladding

### Gloucester County

Hon. Ashley C. Chriscoe  
Ms. Brenda Garton  
Dr. Maurice P. Lynch  
Hon. John C. Meyer, Jr.

### King and Queen County

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

### King William County

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

### Town of West Point

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

### Mathews County

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

### Middlesex County

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

### Town of Urbanna

Hon. Donald Richwine

### Secretary/Director

Mr. Lewis L. Lawrence

## MEMORANDUM

**TO: MPPDC Board of Commissioners**

**FROM: Lewis Lawrence, Executive Director** 

**DATE: March 20, 2014**

**RE: March Commission Meeting**

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

Enclosed are the agenda and supporting materials for your review prior to the meeting. If you can, please be prepared to offer contact information and the names of any private industry leaders who could speak for the following industry clusters: Retail Trade; Medical; Maritime; Agriculture & Forestry, Manufacturing; and Government Contracting. This request is related to agenda item #VI.

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

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

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

**7:00 P.M.**

**Wednesday, March 26, 2014**

**125 Bowden Street**

**Saluda VA 23149**

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

**AGENDA ITEMS FOR DISCUSSION**

- VI. Update on the Virginia Sea Grant University Partnership Private Industry Project
- VII. Adoption of Community Development Block Grant Program Regional Priorities
- VIII. Consideration of the VDOT FY15 Rural Transportation Planning Program Scope of Work and Authorizing Resolution
- IX. Request to the Secretary of Commerce and Trade and the Secretary of Natural Resources to prepare a joint report to the Governor and the General Assembly assessing matters related to the production of oil/gas in the Tidewater region
- X. Other Business
- XI. Adjournment

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## MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

February 26, 2014

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, February 26, 2014, at 7:00 p.m. MPPDC Chair Sherrin Alsop (King and Queen County) welcomed everyone in attendance.

Chair Alsop extended a special welcome and introduced new Commissioners Brenda Garton, Gloucester County Administrator; John Meyer, Gloucester County Board of Supervisor; and David Lee, Middlesex County citizen representative.

Commissioners in attendance were:

(Essex County) Gary Allen, Margaret (Prue) Davis, A. Reese Peck, and Edwin Smith, Jr.; (Gloucester County) Ashley Chriscoe, Brenda Garton, Dr. Maurice Lynch, and John Meyer, Jr.; (King and Queen County) James Milby, Jr., and Thomas Swartzwelder; (King William County) Eugene Rivara and Otto Williams; (Mathews County) O. J. Cole, Jr., Tim Hill, and Charles Ingram; (Middlesex County) Wayne Jessie, David Lee, and Matthew Walker; and (Town of Urbanna) Donald Richwine.

Guests in attendance were Craig Nicol, Dept. of Environmental Quality (DEQ) Groundwater Withdrawal Permitting Program Manager; Jason Early, Clear Creek Associates; Bill Nachman, Reporter for the *Gloucester-Mathews Gazette Journal*; Jason Perry, Vice-president, Workforce Development, Rappahannock Community College; and citizens from the region. Middle Peninsula Planning District Commission staff in attendance were Executive Director Lewis Lawrence, Chief Finance Director Beth Johnson, Secretary Rose Lewis, Regional Projects Planner Jackie Rickards, and Regional Economic Planner Harrison Bresee, III.

### **Approval of December Minutes**

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

### **Approval of December and January Financial Reports**

Chair Alsop asked whether there were any questions regarding the December and January financial reports before being approved subject to audit. There were no questions. Chair Alsop requested a motion to approve the December and January financial reports subject to audit. Tim Hill moved to approve the December and January financial reports subject to audit. Donald Richwine seconded the motion; motion carried.

**Executive Director's Report on Staff Activities for the Months of January and February**

Chair Alsop requested Lewis Lawrence, Middle Peninsula Planning District Commission Executive Director, to review the Executive Director's Report on Staff Activities for the months of January and February. 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.

Before reviewing the January and February Executive Director's Reports on Staff Activities, Mr. Lewis Lawrence, MPPDC Executive Director, reviewed the handouts that had been distributed at each chair. Handouts distributed were as follows:

- (1) A letter from Mr. David Paylor, DEQ Director in response to a letter from Mr. Lawrence to Secretary of Natural Resources, Molly Ward stating the importance of coastal plain aquifer issues and request to have DEQ address water quantity and water quality concerns associated with the Potomac Aquifer. Mr. Paylor stated in the letter that he has scheduled a briefing with Secretary Ward on the importance of the Potomac Aquifer.
- (2) A letter from Economic Development Administration Regional Director, Willie Taylor informing MPPDC that the CEDS document and process aligned with the regulatory and programmatic requirements and was accepted by EDA.
- (3) A letter from Richard Walton, Jr., Chief of Policy of the Virginia Department of Transportation, addressed to Delegate Keith Hodges in which Mr. Walton provided clarification of eligibility of drainage projects for Revenue Sharing program funds under Section 33.1-23.05 of the *Code of Virginia*.
- (4) A FEMA Fact Sheet was distributed on the Biggert Watters Federal Flood Insurance Reform Act. Delays are possible in implementation.

Mr. Lawrence reviewed the Executive Director's Reports for the months of January and February as follows:

**January 2014 Staff Activities Report**

1. The Virginia General Assembly created a statewide, comprehensive stormwater management program related to construction and post-construction activities. The Virginia Department of Environmental Quality requires stormwater management for projects with land disturbances of one acre or more. This new state mandate requires all Virginia communities to adopt and implement stormwater management programs by July 1, 2014 in conjunction with existing erosion and sediment control programs. However, it is likely that responsibility to administer the program will revert back to DEQ as a local option if pending legislation makes it way to the Governor's desk for enactment. The goal of the MPPDC Stormwater Program is to develop tools specific to the region necessary to respond to the state mandate requirement for the development of successful stormwater programs.

2. Received notifications of denial of funding for the PAA request to the Department of Game and Inland Fisheries for a boat ramp expansion to Stampers Bay landing in Middlesex County as well as for the Captain Sinclair's Recreations area in Gloucester County. The DGIF reviewers were unable to consider the PAA as an applicant because they were unfamiliar with PAA and noted that the PAA has no revenue generating authority to cover maintenance. DGIF has never had an application from an entity other than a locality previously and thus had no other framework in which to view the PAA's applications. PAA staff requested a meeting with the DGIF Division Director to discuss how to proceed with future applications.

### **February 2014 Staff Activities Report**

1. Provided Middle Peninsula local government administrators with notice of regulatory compliance finding from DEQ Water Supply Division regarding the Middle Peninsula Regional Water Supply Plan. Provided URL link of the Middle Peninsula plan to several localities looking for access to the plan.
2. Consulted with Bill Pruitt, plenary speaker for the Virginia Working Waterfront Symposium. Mr. Pruitt will be speaking about a lifetime of working on and managing Virginia Working Waterfronts. The Virginia Working Waterfront symposium was held at VIMS on February 26<sup>th</sup>. One hundred forty (140) people attended.
3. Convened the first workshop of the Broadband group which included representatives from Mathews, Gloucester, King William, Essex, Middlesex, and King and Queen Counties, the Center for Innovative Technology (CIT), and staff from the Middle Peninsula Planning District Commission. 19 people participated in the meeting. Items discussed at the meeting were: the Middle Peninsula Broadband Authority and the EDA grant; examples of wireless Broadband networks in rural communities; a discussion on the King and Queen County model; and a discussion of CIT's education, awareness and adoption campaign. Ms. Terry recommended the region move forward with setting up a wireless broadband network. Action items for the next meeting include: modeling the wireless signal in the Middle Peninsula by providing CIT with the an inventory of existing vertical assets in each county; discussing broadband goals for the region; discussing grant funding sources; and hearing a proposal from a Wireless Internet Services Provider (WISP).
4. Attended the February 4, 2014 Middlesex County Board of Supervisors meeting to present an update on the Middle Peninsula Broadband Authority.

**Public Comments**

Chair Alsop opened the meeting for public comments.

1. Tom Feigum, Middlesex County
  - Commented on Virginia tourism-- the need for tourism in the Middle Peninsula and tourism as a MPPDC meeting agenda item.

Chair Alsop commented that tourism had been a priority item in the past when the region received state tourism funding, but that as the funding disappeared, the ability to work in this arena also waned.

Chair Alsop thanked Mr. Feigum for his comments and closed the public comments period.

*\*Note: All handouts distributed at meeting or emailed are added to the Commission Meeting folder.*

**Presentation on Groundwater Permitting Requirements-Craig R. Nicol, Groundwater Withdrawal Permitting Program Manager, DEQ**

Mr. Craig Nicol, Groundwater Withdrawal Permitting Program Manager of Department of Environmental Quality (DEQ), presented a presentation on Expanding the Eastern Virginia Groundwater Management Area (GWMA). The groundwater management area includes all counties and cities east of I-95. This expansion now includes the Middle Peninsula and Northern Neck. A Groundwater Management Area (GWMA) is established to: (1) protect existing users from new or expanding withdrawals, assure continued resource viability into the future, and manage the resource comprehensively.

Criteria used to declare or expand a GWMA:

- (1) Data shows that groundwater levels in confined aquifers are declining within the state.
- (2) There are multiple withdrawers of groundwater that have overlapping areas of impact.
- (3) The available groundwater supply has been or may be overdrawn.
- (4) Groundwater in the area has been or may become polluted.

Regulatory Actions included expanding the area and a comprehensive review. All needed requirements were completed including three public hearings during 2012 and 2013. The Governor's review was completed in September and October 2013 and the regulations became effective on January 1, 2014.

Any new or existing user in a GWMA whose ground water withdrawals exceed 300,000 gallons a month will need to obtain a permit. DEQ has provided a list of possible existing users who will need a permit. Existing users may apply for a

permit based on historic use for the first 10 year permit term. This initial permit, if applied for by June 30, 2014 will be less burdensome and less costly to acquire. The application must be completed and received by DEQ within 6 months of the Regulatory effective date.

All permits may contain conditions that (a) specify limits on withdrawals, (b) require Geophysical Investigations such as aquifer test, pump test, etc., (c) require installation of water meters, (d) reporting of withdrawal and water quality data, (e) development of Water Conservation and Management Plan, (f) development of a Mitigation Plan, and (g) require installation of Monitoring Wells. A permit has a maximum term of ten years.

Mr. Nicol said the effective date for the New Groundwater Management Areas and Groundwater Withdrawal Regulations was January 1, 2014 and completed applications are due June 30, 2014 to DEQ. After June 30<sup>th</sup>, the cost for permits increases from \$1,200 for Historic Permits to \$6,000 for New or Expanded Groundwater Withdrawal Permits as do the permit requirements.

To assist prospective/potential applicants, DEQ will be holding a workshop at RCC, Glens Campus, on March 10, 2014. This workshop will give the applicant an opportunity to sit down with a permit writer to discuss specific questions about withdrawals or the application package. Brenda Brown is the Permit Writer for the Middle Peninsula localities. Ms. Brown's contact information is 757-518-2188 or email [Brenda.brown@deq.virginia.gov](mailto:Brenda.brown@deq.virginia.gov).

Discussion was held regarding goals of the program, regulating the groundwater management area, consequences if a business does not sign up for a permit, reusing resources that are available, communication between local governments and State Water Control Board, seasonal allowances for users, DEQ promoting awareness to businesses, unfairness if state passes the fees to local governments, and local governments should have an active voice. Gloucester County Administrator Brenda Garton requested MPPDC Executive Director Lewis Lawrence to provide a copy of the DEQ database of possible Middle Peninsula water users who could need a permit.

### **Adoption of 2014 MPPDC Meeting Schedule**

MPPDC Executive Director Lewis Lawrence announced that March will not be a dinner meeting but a business meeting at the MPPDC office in Saluda due to the cancellation of the January meeting because of inclement weather.

Chair Alsop requested a motion to adopt the 2014 meeting schedule. Thomas Swartzwelder moved to adopt the 2014 meeting schedule. Otto Williams seconded the motion; motion carried.

○ **Appointment of Nominating Committee**

Chair Alsop appointed representatives to the Nominating Committee. The following Board members were appointed:

Chair Alsop, King and Queen County  
A. Reese Peck—Essex County  
Dr. Maurcie Lynch-Gloucester County  
Travis Moskalski—King William County  
O. J. Cole, Jr.—Mathews County  
Wayne Jessie, Sr.—Middlesex County  
Donald Richwine—Town of Urbanna

○ **Appointment of Overall Program Design and Budget Committee**

Chair Alsop appointed the Overall Program Design and Budget Committee (OPD&B). The Committee will consist of the members of the Executive Committee and two past Chairs of the MPPDC.

The OPD&B Committee members are:

Chair Sherrin Alsop  
Vice Chairman Edwin Smith, Jr.  
Treasurer Otto Williams  
Past Chairmen Gary Allen and Dr. Maurice Lynch

**General Assembly Lobby-Richmond Sunlight Website**

Mr. Lewis Lawrence, MPPDC Executive Director, said the Richmond Sunlight website gives an update of pending legislation. This website is an easy way to track Bills. The website's address is [www.richmondsunlight.com](http://www.richmondsunlight.com).

Discussion was held regarding opt-out provisions for local government and timetable to remain compliant if the Governor does not sign the emergency provision to the Stormwater Management Bill allowing nonMSA4 localities the option to opt-out of local stormwater management programs.

Chair Alsop thanked Delegate Keith Hodges for his service to the Middle Peninsula and requested the Board members to call Delegate Hodges or send him a letter expressing thanks for the excellent service he is providing to the Middle Peninsula localities.

**2014 CDBG Priorities Discussion**

MPPDC Executive Director Lewis Lawrence said the Department of Housing and Community development (DHCD) is requesting each Planning District Commission to submit a 2014 Virginia Community Development Block Grant (CDBG) Program Regional Priorities list. This list will be used in scoring of proposals submitted by

local governments for CDBG funding for community development needs, housing, infrastructure, and economic development. MPPDC staff will align the CEDS projects with CDBG projects. Mr. Lawrence said that scoring is competitive.

The CDBG Regional Priorities will be determined at the March meeting.

**Other Business**

Chair Alsop asked if there was any other business to discuss.

There was no other business.

**Adjourn**

Chair Alsop requested a motion to adjourn the meeting. Otto Williams moved that the meeting be adjourned. Matthew Walker seconded the motion; motion carried.

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(Secretary)

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# Project Financial Report

Middle Peninsula Planning District Commission

Run Date: 03/10/2014  
 Run Time: 11:56:38 am  
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Period Ending: 02/28/14

## Expenditures

Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30009	FY14 Local Programs	171,785.00	4,627.39	99,323.59	72,461.41	57.82%	172,005.19	72,681.60
30010	Local PAA Stewardship/	17,000.00	0.00	14,494.18	2,505.82	85.26%	17,000.00	2,505.82
30013	EE&CBG Project	3,894.00	82.27	2,126.60	1,767.40	54.61%	2,101.61	-24.99
30015	Tappahannock Comp Plan	11,200.00	730.70	8,563.43	2,636.57	76.46%	3,995.26	-4,568.17
30016	Essex Comp Plan Update	27,675.00	2,403.23	19,017.20	8,657.80	68.72%	6,196.28	-12,820.92
30104	MP-VSG Univ. Partner	3,000.00	2,635.15	8,243.19	-5,243.19	274.77%	3,000.00	-5,243.19
30105	EDA Broadband	63,161.00	2,385.83	16,155.77	47,005.23	25.58%	0.00	-16,155.77
30170	MPBDP FY12 Staff Sup	13,825.00	375.00	9,713.29	4,111.71	70.26%	12,878.18	3,164.89
30209	FY14 Transportation Dem	74,000.00	6,527.19	44,854.33	29,145.67	60.61%	44,919.00	64.67
30311	FY14 Rural Transportati	72,500.00	7,211.00	46,363.61	26,136.39	63.95%	33,889.03	-12,474.58
30420	Onsite Loan Management	105,940.14	592.92	104,021.70	1,918.44	98.19%	112,771.41	8,749.71
30423	VCWRFR Onsite Fund	82,500.00	0.00	57,569.21	24,930.79	69.78%	79,071.80	21,502.59
30426	WQIF 2010	102,883.00	0.00	101,234.12	1,648.88	98.40%	101,234.12	0.00
30502	Water Supply Planning	107,526.97	472.43	111,998.51	-4,471.54	104.16%	153,950.00	41,951.49
31002	GA Lobby FY09	0.00	0.00	18,247.75	-18,247.75	0.00%	24,000.00	5,752.25
31201	AHMP Update 2014	125,010.00	1,586.71	12,272.04	112,737.96	9.82%	0.00	-12,272.04
32008	FY14_PAA Staff Support	2,125.00	283.22	4,079.48	-1,954.48	191.98%	3,606.74	-472.74
32009	Lands End Master Plan	10,000.00	-38.76	10,301.58	-301.58	103.02%	10,175.77	-125.81
32120	FY13 Coastal TA Task 44	60,000.00	-77.04	60,437.86	-437.86	100.73%	54,468.47	-5,969.39
32121	Land & Water Quality Pr	50,000.00	-86.29	50,993.07	-993.07	101.99%	44,578.97	-6,414.10
32122	Living Shorelines	49,858.00	-54.12	50,210.71	-352.71	100.71%	49,858.00	-352.71
32123	Stormwater Management (	249,224.00	5,711.02	168,363.82	80,860.18	67.56%	152,346.42	-16,017.40
32124	Aberdeen Harbor Master F	13,034.00	898.01	11,179.03	1,854.97	85.77%	2,506.27	-8,672.76
32125	Floating Structures	29,780.00	-129.76	30,265.90	-485.90	101.63%	29,780.00	-485.90
32126	VIMS WWF	5,000.00	-31.52	5,179.36	-179.36	103.59%	5,000.00	-179.36
32127	FY14_Coastal TA	60,000.00	5,168.16	26,508.65	33,491.35	44.18%	7,500.00	-19,008.65
32128	LWQ III FY14	47,022.00	3,164.82	17,410.39	29,611.61	37.03%	0.00	-17,410.39
32129	Water Reuse	22,535.00	2,309.37	6,593.95	15,941.05	29.26%	0.00	-6,593.95
32130	Aberdeen TIF	40,000.00	2,338.55	6,515.27	33,484.73	16.29%	0.00	-6,515.27
32131	Stormwater Management I	170,500.00	3,306.79	7,244.32	163,255.68	4.25%	0.00	-7,244.32
32204	WW Coalition Summit A	46,341.00	18,161.82	42,185.56	4,155.44	91.03%	19,192.51	-22,993.05
<b>Totals:</b>		<b>1,837,319.11</b>	<b>70,554.09</b>	<b>1,171,667.47</b>	<b>665,651.64</b>	<b>63.77%</b>	<b>1,146,025.03</b>	<b>-25,642.44</b>

# Balance Sheet by Category

Middle Peninsula Planning District Commission

Run Date: 3/10/14  
Run Time: 11:57:50 am  
Page 1 of 1

Period Ending: 02/28/14  
Format: 1 Board

**Assets:**

Cash in Bank	550,487.15
Receivables	259,592.28
Property & Equipment	12,301.69

**Total Assets:** \$822,381.12

**Liabilities:**

Accounts Payable	16,775.77
VRA Loan Payables	135,321.79
Payroll Withholdings	-0.33
Accrued Leave	30,756.62
Cost Allocation Control	11,427.57

**Total Liabilities:** \$194,281.42

**Equity:**

Local Initiatives/Information Resources	63,550.47
Economic Development	-18,234.11
Transportation Programs	-12,409.91
Onsite Repair & Pumpout	30,261.67
Housing	-24.44
Coastal Community & Environmental	-118,457.69
Mandates	29,684.76
Temporarily Restricted	188,479.87
General Fund Balance	465,249.08

**Total Equity:** \$628,099.70

**Total Liabilities and Equity** \$822,381.12

**Balance:** \$0.00

## Agencywide R&E by Category

Middle Peninsula Planning District Commission

Run Date: 03/10/2014  
Run Time: 12:03:52 pm  
Page 1 of 1

Period Ending: 02/28/14  
Format: 1 Agencywide R&E  
With Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Ovr	% Bud
<b>Revenues</b>					
Local Match	110,064.00	0.00	59,152.25	50,911.75	53.74%
Local Annual Dues	109,899.00	0.00	109,899.00	0.00	100.00%
Local Other Revenues	64,960.00	0.00	55,802.08	9,157.92	85.90%
Local Other Organizations	4,516.00	937.46	6,666.02	-2,150.02	147.61%
State Revenues	242,662.00	3,000.00	103,972.72	138,689.28	42.85%
Federal Revenues	234,999.00	35,434.26	157,492.21	77,506.79	67.02%
Miscellaneous Income	12,000.00	489.19	9,778.71	2,221.29	81.49%
RevolvingLoan Program Income	8,840.00	559.24	15,687.82	-6,847.82	177.46%
<b>Revenues</b>	<b>787,940.00</b>	<b>40,420.15</b>	<b>518,450.81</b>	<b>269,489.19</b>	<b>65.80%</b>
<b>Expenses</b>					
Personnel	457,474.70	44,523.38	338,052.64	119,422.06	73.90%
Facilities	29,864.00	2,461.30	20,165.49	9,698.51	67.52%
Communications	2,550.00	317.44	2,569.17	-19.17	100.75%
Equipment & Supplies	9,750.00	1,915.06	4,531.72	5,218.28	46.48%
Travel	5,425.00	482.38	3,892.10	1,532.90	71.74%
Professional Development	13,650.00	1,270.28	5,558.58	8,091.42	40.72%
Contractual	67,489.00	16,035.00	77,915.92	-10,426.92	115.45%
Miscellaneous	46,865.00	3,549.23	32,092.19	14,772.81	68.48%
Regional Share	110,064.00	0.00	59,302.25	50,761.75	53.88%
<b>Expenses</b>	<b>743,131.70</b>	<b>70,554.07</b>	<b>544,080.06</b>	<b>199,051.64</b>	<b>73.21%</b>
<b>Agency Balance</b>	<b>44,808.30</b>	<b>-30,133.92</b>	<b>-25,629.25</b>		

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# Middle Peninsula Planning District Commission



## MPPDC General Fact Sheet

### WHAT IS MPPDC?

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

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

### BACKGROUND

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

### WHAT DOES MPPDC DO?

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

### HOW ARE DECISIONS MADE AT MPPDC?

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

### QUICK FACTS

#### Region at Glance

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

➤ 888,064 Acres of Land

➤ 90,826 People

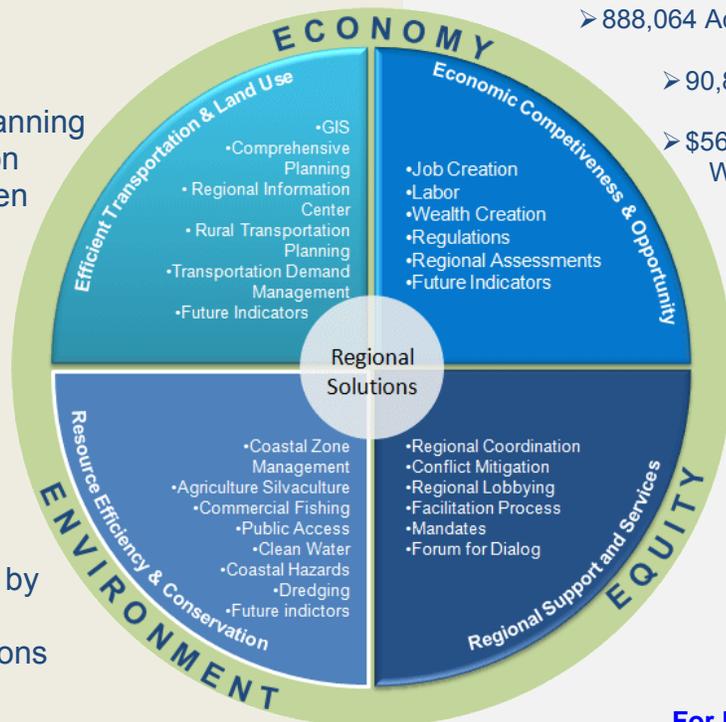
➤ \$567 Average Weekly Wage (State=\$952)

➤ 72% Out Commute Rate

#### By the Numbers

➤ 1.1% Total State Population

➤ \$50,001 Median Household Income



#### For More Information:

MPPDC  
 P.O. Box 286  
 Saluda Professional Center  
 125 Bowden Street  
 Saluda, Virginia 23149  
 Phone: 804-758-2311  
 Please visit the MPPDC website at:  
[www.mppdc.com](http://www.mppdc.com)

# Regional Profile:

## 2000-2011 Demographic Information

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

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

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

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

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

# MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

## Staff Activities Service Summary of Regional Progress

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

### REPORT ON MANDATED INITIATIVES

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

## New Opportunities Identified to Implement Commission Priorities

Service Center	Project Title and Description	Funding Requested	Status
Emergency Mgmt	SAFER Grant – Emergency Services Personnel Recruitment & Retention -King & Queen	\$644,144	Submitted
Economic Dev	EDA Broadband	\$58,000	Funded
Mandate/Environ	DEQ Regional Stormwater Program Design	\$85,250	Funded
Mandate/Environ	NFWF Mathews Ditching	\$38,850	Awarded
Emergency/Mandate	VDEM – Natural Hazard Mitigation Plan Update	\$93,750	Funded
Economic Dev	AFID Grant – Forestry/Agriculture – Essex County	\$17,000	Funded (Essex County)
Economic Dev	USDA RBEG Flashfreeze Study	\$90,000	Not funded
Environmental	CZM Water Reuse	\$22,798	Funded
Environmental	CZM – TIF Dredging	\$40,000	Funded
Environmental	NFWF - Coastal VA Ditches: Assessing, Prioritizing & Enhancing	\$999,909	Submitted
Environmental	NFWF – Living Shorelines Incentive Program	\$488,252	Submitted
Transportation	DRPT – FY15 TDM Operating	\$59,200	Submitted
Transportation	DRPT – Update Long Range TDM Plan	\$16,000	Submitted
Economic Dev	DHCD – University Partnership Planning Grant	\$42,000	Funded
Environmental	Mathews Community Foundation Septic Repair Assistance Grants to LMI homeowners	\$5,000	Submitted
MPCBPAA	DGIF – Captain Sinclair Public Boating Access Facility	\$25,000	Not Funded
MPCBPAA	DGIF – Stampers Bay Landing – Middlesex County	\$50,000	Not Funded
MPCBPAA	CBRF – PAA signage	\$500	Approved
MPCBPAA	VEE - Land Acquisition Assistance	\$3000	Approved
MPCBPAA	Hillsdale Foundation - Land Acquisition Assistance	\$3000	Approved
MPCBPAA	Mathews Community Foundation – Land Acquisition Assistance	\$3000	Submitted

**Middle Peninsula Planning District Commission**  
**Executive Director's Report of Regional Progress**  
**March 17, 2014**

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

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

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

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

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

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

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

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

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

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

## MPPDC Staff and Contact Information

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

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

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

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

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

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

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

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

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

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

### **Secretary: Rose Lewis**

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

## MANDATES

Funding – VDEM, VDEQ, localities, MPPDC General Fund

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

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

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

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

- Registered for a stormwater conference in Richmond, VA titled *Making Cents of Stormwater: Moving from Planning to Implementation*. Topics to be discussed will include MS4 permits from the Environmental Protection Agency, New Virginia Phase I & Phase II Permits, Public and Private Partnerships to fund Best Management Practices and Virginia Department of Environmental Quality (DEQ) funding updates.
- Developed and mailed flyers for the stormwater management seminar focused on education contractors/landscapers/surveyors of new stormwater regulations. The seminar will be held at Cook's Corner Office Complex in Saluda on March 25, 2014 at 8:30a.m. Currently 30 professionals have registered.
- Corresponded with Kevin Landry, DEQ Regional office, regarding the status of Preliminary VSMP package reviews. According to the DEQ central office:

*DEQ staff are still in the process of reviewing the VSMP packages because, (a) HB1173 has not yet been signed into law; and (b) no locality has officially notified us they will not adopt a VSMP. In general, DEQ is attempting to have all preliminary final packages reviewed by the end of March. However, DEQ is also working to accommodate the internal locality timelines for presenting their VSMP ordinances to their elected officials. In these instances, the local staff should inform DEQ of the date by which the comments are needed to meet these deadlines.*

- Held a conference call with Carolyn Howard, Draper Aden Associates, and Middle Peninsula locality planners to discuss if their locality will opt-in to administering a local stormwater management program. Currently Gloucester County, with direction from their Board of Supervisors, will continue with local VSMP develop and opt-into administering a local VSMP; Middlesex County is continuing to have discussions about administering their own program, but should have a final decision on April 1<sup>st</sup> at their Board of Supervisors meeting; and the remaining localities (i.e. Essex, Mathews, Town of West Point, King William and King and Queen) have decided not to administer a local VSMP.
- Received confirmation from DEQ that Phase I budget amendments have been approved in order to provide additional technical assistance to localities.
- Consulted with Joan Salvati, Local Program & Guidance Development Manager, concerning the continuation or phase out of funding to local governments and PDC's for Stormwater Planning. Discussed the complications of defunding a regional program and recommended rescoping the remaining funds to advance forward other DEQ water quality initiatives.

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

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

- Discussed the Virginia Stormwater Management Program Regulations, progress that Middle Peninsula localities have made to meet the regulations and the current status of local program development as it relates to the proposed changes in HB 1173 with Bill Nachman, Reporter for the *Gloucester-Mathews Gazette Journal*.
- With passage of HB1173 during the 2014 General Assembly Session which moves VSMP administration back to Virginia Department of Environmental (DEQ), but providing an option for localities to opt into administering their own program, discussions about DEQ Phase I and Phase II funding have been initiated. DEQ has stated that based on the switch of program administration back to the state, DEQ will be sending a letter to localities currently receiving funding to cease and desist expending funds. There will be more discussion and possible negotiation with the State as these projects move forward. Uncertain as to where this leads the MP Regional Program.

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

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

- Held the first meeting of the Local Planning Team (LPT) for the All Hazards Mitigation Plan update on March 13, 2014. Meeting covered the overview of the project, the work timeline and meeting schedule, suggestions for additional local planning team members, a review of hazards rankings from the 2010 Natural Hazard Mitigation Plan, HAZUS Discussion – contract award process, a discussion of the worksheets designed to inventory available resources and collect locality hazard data, and a discussion of the public process for the plan update. The LPT set the 2<sup>nd</sup> Thursday of each month at 9 a.m. as the meeting date schedule for the project.

- Attended the Northern Neck/Middle Peninsula Hurricane Tabletop Exercise on March 7, 2014 at the Gloucester County Moose Lodge. Exercise was designed to assess the strengths and weaknesses of the Middle Peninsula and Northern Neck's emergency plans for a hypothetical Category 3 hurricane impacting the region.

## INFORMATION RESOURCES/ASSISTANCE

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

- Provided Jaclyn Beck, Marine Education Specialist with Chesapeake Bay National Estuarine Research Reserve in Virginia, with the average elevation of Gloucester County for a wetland project.
- Inquired about the Virginia Marine Resource Commission's (VMRC) Recreational Fishing Development Fund Program. Alicia Nelson, VMRC, explained that applications for the next cycle (2<sup>nd</sup> cycle 2014) will be due on June 16, 2014. Those applications will then be heard at an applicant presentation meeting in July, a public hearing in September, and a board recommendations meeting in November. After the Recreational Fishing Advisory Board (RFAB) makes their recommendations, those recommendations are presented at the next Commission meeting for final action (only the Commission can approve expenditure from the Fund).
- Corresponded with Mark Melino of the National Fish and Wildlife Foundation regarding the process of being added to the qualified Technical Assistance provider list. An application has been received and is currently being completed.
- Redirected Katherine Graham, Virginia Department of Transportation, to Middlesex County Planning Department in order to have a lot specific land disturbance question answered.
- Received phone call from Janet McNew, Finance Director NRVPCD regarding MPPDC leaves and fringe policies.
- Updated [www.mppdc.com](http://www.mppdc.com) website –meeting notices, reports.

## COASTAL COMMUNITY DEVELOPMENT/ ENVIRONMENTAL

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

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

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

- Prepared vouchers, processed A/P, reconciled bank statements. Prepared financial statements.
- Invoiced Gloucester Rowing Association for utility bills at Lands End.

- Processed claim for wind damage to buildings at Capt. Sinclair's Landing to VaCorp. A windstorm event damaged the roof to a barn and pier and pulled gutters from the main house and pool house. Total storm damage was estimated in excess of \$10,000. Claim resulted in payment of \$10,505 to MPCBPAA.

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

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

- Received information from Tola Adeyemo of The Baldwin Group, regarding a Working Waterfronts panel presentation by the Middle Peninsula staff for the 2014 National Planning Association Conference to be held in Atlanta, GA, April 26-30.
- Received a request for information and possible assistance with applying for the Agriculture and Forestry Industries Development Fund (AFID) from Sarah Richards and Bret Schardein of King William County Planning Department.
- Received a request and correspondence from Jimmy Syndor, Tappahannock Assistant Town Manager, regarding the National Parks Service Gateways grants for assistance with the Prince Street Road Ending improvements.
- Conducted deed research on two properties in Mathews County and one property in Middlesex County donated to the Middle Peninsula Land Trust.
- Met with Jeremy Bonniville of Crabs Express in Gloucester County to discuss the management of the Middle Peninsula Chesapeake Bay Public Access Authority's (MPCBPAA) Perrin River Wharf. Mr. Bonniville is working with the MPCBPAA to help find a solution for maximizing the use, maintenance, and upkeep of the slips at the Perrin Wharf.
- Met with Garrey Curry, Scott Varner, Creig Moore and Bill Lindsey of Gloucester County, Debbie Messmer of the Virginia Department of Emergency Management, and Mr. Wickle and Mr. Lotspeich of the United States Geological Survey (USGS) to discuss three opportunities for placing tide gauges in the Middle Peninsula. The first opportunity is a grant from VDEM to Gloucester County that will fund the purchase and placement of up to 5 tide gauges and warning signs at road sites in the County that may flood during storm events. This grant does not include site maintenance for the gauges. The second opportunity is from the USGS. They have funding for several tide gauges for storm events, but need a commitment of \$5,000.00 per year for 5 years for site maintenance. The equipment would be free, the localities would have input on the tide gauge locations, and the cost could be split among localities who are interested. Some locations suggested at the meeting included the Lower York River, Mobjack Bay, and West Point. This opportunity ends September 30, 2014 (the grant money must be spent by then, so a decision must be made sooner). The third opportunity is from the USGS. They have funding for approximately 20 to 25 portable tide gauges to be deployed at pre-determined sites during storm events. The USGS is looking for localities to suggest locations where the USGS would pre-position infrastructure designed to accept the gauges. There is no cost to the localities, but the decision to deploy the gauges would be controlled by the USGS.
- Consulted with Mark Slauter, CFM IFLOWS Branch Chief VA Department of Emergency Management, concerning potential tide gauge station locations to help emergency managers plan for flood events within the Middle Peninsula in real time.
- Consulted with Delegate Keith Hodges and Tom Swartzwelder, King and Queen County Administrator, concerning aquaculture and bio solids application. Some concern was raised over a bio solid field

application up stream of the largest aquaculture operation on the western shore of the Chesapeake Bay located in King and Queen County. Collaborated to determine land use and water quality issues associated with land and water based farming and what facilitation activities would be needed between private industry groups and the Virginia Department of Environmental Quality to address water quality concerns and permit issuance standards.

- Reached out to several private foundations requesting funding to help advance forward the work of the Middle Peninsula Chesapeake Bay Public Access Authority. Received financial commitments from two private groups to cover pending real-estate closing costs associated with private land donations to the Authority.
- Consulted with Tom Swartzwelder, King and Queen County Administrator, concerning public access sites within the county and grant programs available to help improve public access and public fishing.
- Consulted with Neal Barber, President of Middle Peninsula Land Trust, concerning a possible public private partnership for a key hub working waterfront facility in Mathews County. Explored various federal and state funding programs which could be utilized to help preserve the site for Commercial fishing.
- Consulted with Robert Crockett, President Advantus Strategies, an industry representative for the Bio-solids industry concerning ways to facilitate helpful discussion on matters related to bio solids and water quality concerns. Discussed establishing a bio solids monitoring program at the MPPDC. Reviewed potential revenue overseen by DEQ that could be utilized to fund a staff position at MPPDC. Consulted with the Middle Peninsula Local Government Administrators about the need/desire for a regional bio solids monitor.

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

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

- Scheduled meeting with VDH representatives, area AOSE's and MPPDC staff to discuss permitting issues arising from technology changes in onsite design, specifically the need to change the secondary treatment package system and whether that must or should necessitate a new VDH permit fee.
- Submitted application for grant from the Mathews Community Foundation for septic repair grant(s) to low income homeowners in Mathews County in amount of \$5000.
- Requested a project research update from Shanna Jones, Director for the Coastal Policy Clinic at the College of William and Mary. The research being conducted by the Clinic staff will focus on the identification of possible funding sources to assist with ditch and septic maintenance and repair.

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

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

- Convened the Working Waterfronts Workshop February 26, 2014 at the Virginia Institute of Marine Science (VIMS) in Gloucester Point and at the Eastern Shore Community College. Over 140 watermen, business owners, local officials and others seeking information on the preservation and revitalization of the decaying working waterfronts in Virginia participated in the workshops. The next step is identifying and developing policy tools for the retention of working waterfronts that are appropriate for adoption by local governments. Workshop Topics and Speakers included:

Welcome

Tom Murray, Associate Director Department of Advisory Services, VIMS

Laura McKay, Program Manager, Virginia Coastal Zone Management Program

A Lifetime Working On and Managing Virginia's Working Waterfronts

Bill Pruitt, Retired, Virginia Marine Resources Commissioner

National Working Waterfront Network and Website Video Tour of Tools and Case Studies

Lisa Lawrence, Marine Education Specialist, VIMS

Law and Working Waterfronts

- US Legal Rulings Impacting Working Waterfronts  
Terra Bowling, Research Counsel, National Sea Grant Law Center
- Virginia Legal Rulings Impacting Working Waterfronts *Including Bavuso, Garrett and Jennings Ruling and VA Supreme Court rulings*  
Mary-Carson Saunders Stiff, Coastal Policy Clinic, William and Mary Law Center

Economic Importance of Working Waterfront

- Coastal and Ocean Snap Shots of Your County (Incomes, Jobs, Taxes)  
Danielle Molnar, Coastal Service Center, NOAA
- Virginia Planning: Understanding How Zoning, Comprehensive Planning, and Ordinances Influence Your Business  
Anne Ducey Ortiz, Director of Planning and Zoning, Gloucester County

Legacy Planning

- Building a Business for the Next Generation  
Ken Smith, President, Virginia Waterman's Association
- Preparing for Business Transition  
Alison Lennarz, Attorney with Kaufman & Canoles  
Will Holt, Attorney with Kaufman & Canoles

Emerging Markets and Access to New Markets Training Waterman to Lead Ecotours (Video and Discussion)

Paula Jasinski, President, Chesapeake Environmental Communications

Economic Development (CEDs), Local Planning and Workforce Readiness

Donald McCann, Representative, Virginia Marine Trade Association

## Virginia's Plan for Working Waterfronts

Beth Polak, Coastal Planner, Virginia Coastal Zone Management Program

Tom Murray, Associate Director, Department of Advisory Services, VIMS

- Coordinated an interview between Leslie Middleton of the *Bay Journal*, Tommy Leggett- an oyster grower and owner of Chessie Seafood and Aquafarms in Gloucester County, and Billy Bonnaville- a waterman from Gloucester County, on February 25, 2014 at the Middle Peninsula Chesapeake Bay Public Access Authority's Perrin River Wharf in Gloucester County. Mr. Leggett and Mr. Bonnaville provided a tour of the Perrin River, pointing out the decaying working waterfront establishments and the recent slip upgrades at the Perrin River Wharf public access site, while providing a running commentary on the history of the commercial fishing industry in the Middle Peninsula region. Ms. Middleton is writing two articles for the *Bay Journal*. One on the state of the Working Waterfronts in Virginia and one covering the unique way the Middle Peninsula Chesapeake Bay Public Access Authority is working to preserve the public's access to the water in the Counties of Gloucester, Mathews, Middlesex, Essex, King William, King and Queen, and the Towns of West Point, Tappahannock, and Urbanna.
- Alison Lennarz, a speaker about business transition tools at the Working Waterfront Workshop, reported receiving a call from a working waterfront business owner who attended the workshop who needs help with estate planning.
- Made arrangements for catering for working waterfronts workshop event.
- Prepared 145 information folders for working waterfronts workshop event.

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

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

- Completed a draft Aberdeen Creek Master Plan and provided to Gloucester County planning staff for review. The Plan provides an introduction to the rich history of the working waterfronts on Aberdeen Creek on the upper York River in Gloucester County, VA., the existing working waterfront and associated zoning for the properties, and provides recommendations for protecting and preserving the working waterfront for the future. The plan will be complete and available to the public in May 2014.

### **Project 32129 Water Reuse**

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

- Hosted the Water Reuse Steering Committee Meeting in the MPPDC Boardroom on March 11, 2014. Valarie Rourke, Water Reclamation and Reuse Coordinator at DEQ, reviewed Water Reuse and Reclamation Regulations (9VAC25-740). The Committee had a discussion about the topic to understand how this may be implemented in the Middle Peninsula.
- Corresponded with Larry Dame, New Kent County Utility Director, regarding the water reuse project in New Kent County. Larry provided a copy of the water reuse engineering plan and water reuse and reclamation permit for review.
- Drafted Water Reuse Steering Committee Meeting Minutes.
- Discussed outcomes of the Water Reuse Steering Committee meeting with Pete Mansfield, Middlesex County Board of Supervisor.
- Contacted Stephanie Showalter, National Sea Grant Law Center, regarding water reuse. She mentioned that the Law Center has not developed any white papers regarding this topic, but will coordinate with new law students to conduct research.
- Hosted a kick-off meeting of the National Fish & Wildlife Foundation Mathew County Ditching project on March 6, 2014. Draper Aden Associates and Virginia Department of Transportation were present to discuss an approach to the project. It was determined that the first step of the project would be to request the appointment of a Ditching Steering Committee that would consist of Mathews County community leaders.
- Developed a project summary worksheet and request to provide Mathews County administration with regards to the NFWF Mathews County Ditching project.

### **32130 Aberdeen TIF**

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

- Reviewed a draft Virginia Sea Grant (VASG) request for a 12-week, full-time summer paid internships in coastal resource policy. Working with the MPPDC, a graduate student Fellow with business, policy, planning, social science or related background will assess innovative financing and policy strategies similar to Tax Incremental Financing (TIF) in order to conduct local dredging projects that maintain working waterfronts in coastal communities. The Fellow will produce a white paper outlining cost estimate scenarios and new approaches for TIF based revenue projections to dredge Aberdeen Creek and maintain essential working waterfront public infrastructure.

## TRANSPORTATION

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

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

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

- Received referral from NeckRide for Tappahannock resident commuting to Quantico. No match available. Posted request for carpool partner on website.
- Consulted with Chris Arabia and Lisa DuMetz, Department of Rail and Public Transportation, regarding demonstrations for ridematching software programs. Webinars and demos will be held on March 21 & 24 for the 2 software packages chosen by the TDM Working Group to replace the antiquated software currently being used by the non NOVA TDM agencies in the Commonwealth.
- Convened Association for Commuter Transportation (ACT) Telework Council teleconference on February 25. Topics for discussion included webinar, legislative update, ACT Legislative Summit, plans for annual conference and Telework track, ACT website updates. Prepared minutes of meeting and submitted to ACT leadership.
- Attended webinar - *Tax Penalties for Telecommuting: State Tax Policies that Prevent Both Employees and Employers from Adopting Telework* cosponsored by Telework Council, CUTR and Best Workplaces for Commuters. Presenter discussed pending federal legislation that would address states that double tax teleworkers and employers.
- Updated website – [www.midpenrideshare.org](http://www.midpenrideshare.org).
- Received phone call from Gloucester County senior who does not drive looking for occasional transportation to mall. No assistance available.
- Received phone call from Gloucester County resident regarding information for vanpool to Richmond. Provided contact information for Ridefinders.
- Received phone call from King William County resident looking for ride once a month to Tappahannock for probation reasons. Referred to Bay Transit for assistance.
- Provided information regarding potential ridematches for Newport News commuter to NOVA region.
- Received phone call from Saluda resident looking for transportation to Richmond. She was not interested in joining a carpool or vanpool.

### **Project 30311 Rural Transportation Planning**

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

- Sent information to Sarah Richards and Bret Schardein, King William County Planning Department staff regarding the Virginia Functional Road System classifications and elements of the Transportation Plan.

- Forwarded an invitation to all local planners regarding a Transportation and Land Use Workshop scheduled for April 2<sup>nd</sup> in Chester, Virginia hosted by VDOT.
- Received information from Daryl Johnson and Craig Van Dussen, VDOT regarding the upcoming submission of the FY 2015 Rural Transportation Program. Requested transportation projects to be added to the Rural Transportation Planning Work Program from Planners in all the Middle Peninsula localities.
- Received request from Gloucester County Planning Department regarding MPPDC assistance with a Bike and Pedestrian Plan to be created as a part of the FY 15 RTP Work Program. Will schedule a meeting with Gloucester County to discuss whether the request falls within the scope of work for Middle Peninsula RTP program. The request has been communicated to Craig Van Dussen, VDOT Planning Manager for Fredericksburg District, for clarity on the extent the RTP program can be utilized to assist Gloucester County with this request.
- Discussed the acquisition process for Prince Street Road ending and resolutions sent by Essex County and Town of Tappahannock with Sean Trapani, VDOT Saluda Resident Engineer.
- Held Local Planners Meeting on February 19<sup>th</sup>. Discussion topics included an update of the Middle Peninsula Broadband Authority activities, Stormwater Management activities update, and upcoming sidewalk inventory for Middle Peninsula localities.
- Conducted inventory of sidewalk gaps in King William County to include photographs of road segment with missing sidewalks or no pedestrian connectivity between uses.
- Requested information from Mathews County and Middlesex County regarding transportation priorities and proposed projects to be considered in the VDOT Ride along scheduled for early April.

#### ONSITE REPAIR & PUMPOUT

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

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

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

- Received phone call from Gloucester County homeowner regarding grant for septic repair. Homeowner’s income above threshold for grant eligibility. Discussed low interest loan, but he was only interested in receiving a grant.
- Consulted with Tammy Faulkner, Mathews County Health Department, regarding possible assistance for homeowner without indoor plumbing. Discussed MPPDC Onsite Assistance Program eligibility requirements – especially requirement that Health Department identify “failing septic system.” Program funds can only be used to repair a failing system. If no system exists there is nothing to repair.
- Received phone call from Millers Septic Service regarding availability of assistance.
- Received phone call from Gloucester County homeowner regarding assistance for septic line repair. Referred to website for application.

- Received phone call from Millers Septic regarding assistance availability.
- Consulted with Tammy Faulkner, Mathews County Health Department, regarding heir property application. Discussed multitude of issues that need to be addressed with this particular applicant – heir property, incarceration of homeowner, lack of ability to pay of residents, etc.
- Received inquiry from Tammy Faulkner, Mathews County Health Department, as to whether we had received application from a particular Mathews County homeowner. Nothing has been received from this homeowner.
- Provided loan pay-off amount to Middlesex County client. Client came in and paid loan balance in full.
- Received phone call from Farmers Septic regarding assistance available for installation of septic system on property with privy. Discussed need for VDH to certify that extant system is failing and needs to be repaired. Discussed VDH NFWF grant and other possible solutions.
- Executed ACH loan payments for septic loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients’ bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 15<sup>th</sup> of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12<sup>th</sup>.

*Note: All WQIF grant funds have been committed. Extremely limited grant funds available from VRA loan funds that do not have to be repaid. MPPDC staff are continuing to search for additional grant funding for this program. The ability to blend loans with grants is crucial in assisting low income homeowners in correcting failing septic systems. **Remaining funding - ~\$62,462 of which a maximum of \$19,331 can be in the form of grants to eligible homeowners.***

## ECONOMIC DEVELOPMENT

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

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

*MPPDC agreed to service Middle Peninsula Business Development Partnership’s (MPBDP) Small Business Loan Portfolio after MPBDP’s dissolution November 30, 2011. MPPDC established a revolving loan fund and staff initiate ACH loan payments from clients bank accounts and **manages 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 MPBDP loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients’ bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 15<sup>th</sup> of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12<sup>th</sup>.

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

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

- Consulted with Brian J. Baker, Executive Director for Economic Development University of Mary Washington Center for Economic Development, about attending the March 17<sup>th</sup> meeting of the University Economic development Council to provide and updated on the Virginia Sea Grant University Partnership model. Both Troy Hartley, Director for Virginia Sea Grant, and Lewie Lawrence, MPPDC Executive Director, plan to attend and speak to the importance of the effort and to seek additional engagement by other Universities outside of the Virginia Sea Grant system.
- Participated in the award announcement of a project between Virginia Sea Grant and Virginia Commonwealth University which will study the adaptive reuse of the Captain Sinclairs Landing recreational area in Gloucester County. Virginia Sea Grant is providing \$30,000 in federal funding to VCU to study and recommend ways to make the facility revenue and expense neutral while offering new outdoor recreational opportunities to the citizens of Gloucester County and beyond.
- Developed an outreach schedule to work with key industry representatives across the Middle Peninsula representing the Maritime Industry, Retail Industry, Medical Industry, Agriculture and Forestry Industry, Manufacturing, and Government contracting Industry. Together these six industry clusters represent the majority on non government employment within the region.
- Hired Neal Barber as part-time MPPDC staff to provide support to this project. Neal will interface will facilitate with private industry representatives.

### **Project 30105 Middle Peninsula Broadband Study**

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

- Scheduled a Middle Peninsula Broadband Authority meeting for March 28, 2014 to continue the discussion of the future growth of Fixed Wireless internet in the Middle Peninsula.
- Scheduled the second Middle Peninsula Broadband Study workshop for March 28, 2014. The agenda includes a speaker from DHCD who will discuss their funding opportunities for broadband, an update by localities on their progress towards developing a fixed wireless broadband system in the region, a discussion of the Virginia Tech vertical asset modeling study done for Gloucester, Mathews, Middlesex, Essex and King William Counties, and an introduction to resources such as: the Virginia Broadband Toolkit, the Accelerate Virginia Campaign, and the Community Broadband Planning Strategies Guide.
- Attended a meeting held by the Center for Innovative Technology (CIT) at the King and Queen Branch Library in St. Stevens Church, VA on March 11, 2014. The meeting provided details on the resources the Commonwealth is providing in support of broadband deployment in the rural areas of Virginia.
- Developed an Expression of Interest (EOI) for the Middle Peninsula Broadband Authority (MPBA) in response to an announcement at a January 30, 2014 open meeting of the Federal Communications Commission (FCC) pertaining to the FCC Rural Broadband Experiments Connect America Fund, WC Docket No. 10-90. The MPBA EOI asked for the FCC “to consider our area’s need when making decisions regarding the Rural Broadband Trials and any future initiatives related to the Connect America Fund.”

## LOCAL INITIATIVES

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

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

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

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

- Researched funding opportunities for a fishing pier project in King & Queen County to access the Mattaponi River. Currently working to gather reports and fishing pier designs from VHB, Inc. that will be used to develop a scope and work and timeline proposal for King and Queen.
- Discussed recommended edits to the Land and Water Quality Protection Phase II project with Beth Polak, Coastal Zone Management Program. Edits included clarification of water reuse in the report and inclusion of a clearer figure within the appendix.

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

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

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

- Contacted Craig van Dussen of VDOT to discuss the update of the Transportation Section of the Essex County and Town of Tappahannock Plan. On March 11<sup>th</sup>, the Transportation sections of both comprehensive plans were submitted to Stephen Haynes and Adam Campbell of VDOT for review.
- Convened meetings with the Essex County –Town of Tappahannock Comprehensive Plan Update Steering Committee on March 5<sup>th</sup> and March 19<sup>th</sup> to update the Transportation and Environmental Protection and Natural Resources sections of the two comprehensive plans.

## HOUSING

### Funding –Housing Loan Program Income

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

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

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

## EMERGENCY SERVICES

### Funding - Pending

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

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

## AGENCY ADMINISTRATION

### Funding - Indirect cost reimbursements from all PDC projects

#### **300091 MPPDC Administration**

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

- Prepared vouchers, processed A/P, processed payroll, processed deposits and balanced bank accounts. Prepared MPPDC monthly financial statements.

- Attended VAPDC Workshop in Charlottesville on February 20<sup>th</sup>. Financial staff from PDC's across the region discussed financial and accounting issues particular to planning district commission administration.
- Researched eligibility of CDBG funds as match for federal grants.
- Requested quote from The Standard Insurance Company to provide disability insurance for MPPDC staff. Discussed possible leave policy changes that may be advisable if disability benefits are provided to staff with Executive Director.
- Convened MPPDC Executive Committee to discuss Pilot Employee Staff Performance and Compensation Program, Executive Director Performance Review, FY15 budget and OPD guidance, and potential leave and benefit changes.
- Attended Virginia Municipal League webinar – *Intro to VMLIP eRisk Hub* – new resource provided to VML members for eRisk management.
- Attended GMS Accounting webinar – *Advanced Cost Allocation*
- Began preparation of FY15 draft budget.

## CLOSED FY14 PROJECTS

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

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

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

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

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

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

### **Project 32122 Living Shorelines**

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

### **Project 32125 Floating Structures**

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

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

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

### **1301 Mathews Heritage Park**

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

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Robert F. McDonnell  
Governor

James S. Cheng  
Secretary of Commerce  
and Trade

# COMMONWEALTH of VIRGINIA

DEPARTMENT OF  
HOUSING AND COMMUNITY DEVELOPMENT

William C. Shelton  
Director

January 7, 2014

## MEMORANDUM

TO: Executive Directors, Virginia Planning District Commissions

FROM: Denise H. Ambrose, Associate Director 

SUBJECT: 2014 Virginia CDBG Program Regional Priorities

By now each Planning District Commission has received notice of the availability of the 2014 CDBG Program Design. Following your review of the Program Design, we request that each Planning District Commission provide DHCD with the following two items by **Friday, March 14, 2014**:

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

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

**A list of CDBG proposals expected to originate in your District in 2014.**

Develop a list of the Competitive Grant (Community Improvement Grant) proposals which may be submitted from the Planning District in 2014. Include the locality name, project name, and project type.

Thank you for your attention to this. These two items will assist us in our evaluation of 2014 project proposals. Should you have any questions, please call Matthew Weaver, Policy Analyst, at (804) 371-7067.

Partners for Better Communities



[www.dhcd.virginia.gov](http://www.dhcd.virginia.gov)

**2014 Virginia Community Development Block Grant Program  
Regional Priorities**

*List of Project Types / Activity Categories and Ranking Worksheet*

**Project Types / Activity Categories**

Please reference the 2014 CDBG Program Design for additional information on the Competitive Grant project types and activity categories. The following nine items must be ranked in one of the three priority groups below. **Please check no more than 3 per group:**

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**Ranking Worksheet**

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

Priority (1 is highest, 3 is lowest)

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

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**Expected 2014 CDBG Proposals:**

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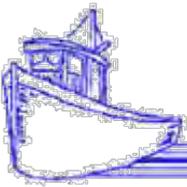
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# MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

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## COMMISSIONERS

### Essex County

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

### Town of Tappahannock

Hon. Roy M. Gladding

### Gloucester County

Hon. Ashley C. Chriscoe  
Ms. Brenda Garton  
Dr. Maurice P. Lynch  
Hon. John C. Meyer, Jr.

### King and Queen County

Hon. Sherrin C. Alsop  
(Chair)  
Hon. James M. Milby, Jr.  
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### King William County

Hon. Travis J. Moskalski  
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Mr. David Lee  
Mr. Matthew Walker

### Town of Urbanna

Hon. Donald Richwine

### Secretary/Director

Mr. Lewis L. Lawrence

**MARCH 26, 2014**

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

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

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

**WHEREAS** State Planning and Research (SPR) funds in the amount of \$58,000 are being made available to the Middle Peninsula Planning District Commission for the period July 1, 2014 through June 30, 2015; and

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

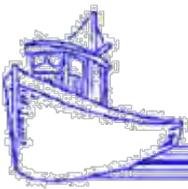
**THEREFORE BE IT RESOLVED** by the Commission that the Executive Director is directed, for and on behalf of the Commission, to furnish such documents and other information as may be required to qualify for authorization under the agreement with the Department and to administer such SPR funds made available,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

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(Secretary)

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# MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

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March 26, 2014

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## A RESOLUTION OF THE MIDDLE PENINSULA PLANNING DISTRICT COMMISSION REQUESTING A REPORT AND RECOMMENDATIONS ON MATTERS RELATED TO THE EXPLORATION AND PRODUCTION OF OIL AND GAS IN THE TIDEWATER REGION

**WHEREAS**, the natural resources and landscapes of Tidewater Virginia, including the shorelines along tributaries within the watershed of the York and Rappahannock Rivers, are a vital part of the character of the all Middle Peninsula localities; and

**WHEREAS**, Essex County, King and Queen County, and King William County, three Middle Peninsula localities, overlay a portion of the Taylorsville Basin, an ancient geologic formation that is believed to contain oil and natural gas-rich shales, and access to this oil and natural gas will likely involve horizontal drilling and hydraulic fracturing technology; and

**WHEREAS**, industrial oil and gas development, including horizontal drilling and hydraulic fracturing, has never taken place in the Middle Peninsula region of Virginia and the likely benefits and costs to the localities of the Middle Peninsula Planning District are not well-understood; and

**WHEREAS**, the localities in the Middle Peninsula region have expressed great concern to the Department of Environmental Quality over protection of the Potomac Aquifer, a significant source of groundwater to the region, and that any effort that has the potential to directly or indirectly jeopardize the quality or quantity of the water is an issue of great importance; and

**WHEREAS**, the Middle Peninsula Planning District Commission desires to more fully understand the benefits, impacts and costs of industrial oil and gas exploration and development as it considers how to address this land use and preserve the character of its member localities; and

**WHEREAS**, Shore Exploration & Production Corporation has secured more than 84,000 acres in oil and gas leases across the basin and in the Middle Peninsula region, including approximately 13,338 acres in Essex County and approximately 6,010 in King and Queen County, and recently announced that it expects to start drilling for oil and natural gas in the Taylorsville Basin in the next twelve to eighteen months; and

**WHEREAS**, VA Code Ann. § 62.1-195.1, subsection H, requires that the Secretary of Commerce and Trade and the Secretary of Natural Resources prepare a “joint report to the Governor and the General Assembly assessing the environmental risks and safeguards; transportation issues; state-of-the-art oil production well technology; economic impacts; regulatory initiatives; operational standards; and other matters related to the production of oil” in the Tidewater region upon a finding “that production of commercially recoverable quantities of oil is likely and imminent” in the region; and

**WHEREAS**, the joint report described in VA Code Ann. § 62.1-195.1 will be a critical and essential tool for the Middle Peninsula and other localities in Tidewater to understand the benefits and costs of industrial oil and gas development in the Taylorsville basin; 43

**PAGE 2**

**NOW, THEREFORE, BE IT RESOLVED**, that the Middle Peninsula Planning District Commission requests the Governor, the Secretary of Commerce and Trade, and the Secretary of Natural Resources complete the joint report and recommendations on matters related to the exploration and production of oil and gas in the Tidewater region, as described in VA Code Ann. § 62.1-195.1, subsection H, *prior* to approving any state permit for exploratory or production oil or gas wells in any Middle Peninsula locality.

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**(Chair)**

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**(Date)**