



MIDDLE PENINSULA
PLANNING DISTRICT COMMISSION

COMMISSIONERS

Essex County

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

Town of Tappahannock

Mr. G. Gayle Belfield, Jr.
Hon. Roy M. Gladding

Gloucester County

Hon. Ashley C. Chriscoe
Ms. Brenda Garton
Dr. Maurice P. Lynch
Hon. Michael R. Winebarger

King and Queen County

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

King William County

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

Town of West Point

Hon. James H. Hudson, III

Mathews County

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

Middlesex County

Mrs. Trudy V. Feigum
Hon. Wayne H. Jessie, Sr.
Hon. John D. Miller, Jr.

Town of Urbanna

Hon. Steve Hollberg

Secretary/Director

Mr. Lewis L. Lawrence

MEMORANDUM

TO: MPPDC Board of Commissioners

FROM: Lewis Lawrence, Executive Director 

DATE: March 19, 2015

RE: March Commission Meeting

The Middle Peninsula Planning District Commission will host its monthly meeting on Wednesday, March 25, 2015, at 7:00 p.m. in the Regional Board Room at the Middle Peninsula Planning District Commission office in Saluda.

Enclosed are the March meeting agenda and supporting materials for your review prior to the meeting. Please bring your **February meeting packet and the draft University Partnership Report provided to you in January for discussion.**

If you have any questions concerning material in your agenda packet, please give me a call at 804-758-2311 or email me at LLawrence@mppdc.com.

I look forward to seeing you on March 25th!

This Page Left Intentionally Blank

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

7:00 P.M.

Wednesday, March 25, 2015

125 Bowden Street

Saluda VA 23149

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

AGENDA ITEMS FOR DISCUSSION

- VI. General Assembly Update & Legislative Discussion
- VII. Adoption of CDBG Regional Priorities
- VIII. Adoption of Rural Transportation Program FY16 Scope of Work
- IX. VDOT Transportation Funding Update – HB2 and SB1887
- X. Discussion and Consideration of University Partnership Report
- XI. Report of the Executive Committee
- XII. Other Business
- XIII. Adjournment

This Page Left Intentionally Blank

MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

January 28, 2015

Saluda, Virginia

The monthly meeting of the Middle Peninsula Planning District Commission was held in the Regional Board Room at the Middle Peninsula Planning District Commission office in Saluda, Virginia on Wednesday, January 28, 2015, at 7:00 p.m. MPPDC Chairman Edwin Smith, Jr. (Essex County) called the meeting to order and welcomed everyone in attendance.

Chairman Smith extended a special welcome to new members Michael Winebarger, Gloucester County Board of Supervisor, and Steve Hollberg, Mayor of the Town of Urbanna.

Commissioners in attendance were: (Essex County) Gary Allen; and A. Reese Peck; (Gloucester County) Ashley Chriscoe, Brenda Garton, and Michael Winebarger; (King and Queen County) Thomas Swartzwelder; (King William County) Eugene Rivara, Travis Moskalski, and Otto Williams; (Mathews County) O. J. Cole, Jr., Thornton Hill, and Charles Ingram; (Middlesex County) Trudy Feigum; and (Town of Urbanna) Steve Hollberg.

Guests in attendance were Jason Perry, RCC Vice President of Workforce and Community Development, and citizens from the region. Middle Peninsula Planning District Commission staff in attendance were Executive Director Lewis Lawrence, Finance Director Beth Johnson, Secretary Rose Lewis, and Regional Economic Planner Harrison Bresee, III.

Approval of December Minutes

Chairman Smith asked whether there were any corrections or changes to the December Minutes. There were no corrections or changes to the December Minutes. Chairman Smith requested a motion to approve the December Minutes as distributed. Trudy Feigum moved that the December Minutes be approved as distributed. Ashley Chriscoe seconded the motion; motion carried.

Approval of December Financial Reports

Chairman Smith asked whether there were any questions regarding the December financial reports before being approved subject to audit. There were no questions. Chairman Smith requested a motion to approve the December financial reports subject to audit. Eugene Rivara moved to approve the December financial reports subject to audit. O J Cole, Jr. seconded the motion; motion carried.

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

Chairman Smith requested Lewis Lawrence, Middle Peninsula Planning District Commission Executive Director, to review the Executive Director's Report on Staff Activities for the month of January. The Executive Director's Report on staff

activities is developed at a monthly staff meeting, organized by PDC Service Centers, and the activities are used to report grant funding activities.

Mr. Lawrence reviewed the Executive Director's Report for the month of January as follows:

Project 32127/32132 Virginia Coastal Zone Management Program

- Consulted with Chris Thompson, Deputy Director - Division of Housing, Virginia Department of Housing and Community Development, and Garrey Curry, Gloucester County Assistant County Administrator for Community Development, concerning the U.S. Department of Housing and Urban Development's \$1 billion National Disaster Resiliency multi stage RFP. Gloucester is eligible for inclusion in the Commonwealth's response to the RFP as Gloucester was included in one or more of the following presidential disasters: Louisa earthquake, Hurricane Irene, Tropical Storm Lee, 2012 Derecho or Hurricane Sandy. The Commonwealth is looking to qualify and quantify the level of unmet need associated with each disaster.
- Attended the Virginia Marine Resource Commission Recreational Fishing Advisory Board (RFAB) December 12th meeting to advocate for funding of the King and Queen County Public Fishing Pier. The RFAB went against the Commission's recommendation for 2/3 funding and recommended 1/2 funding. A motion was made by an RFAB member over the phone to fund the project at 50%. It is unclear if the RFAB can legally entertain a motion and vote with the use of electronic means.
- Lewis Lawrence was elected to the Board of Directors for the Coastal Society, formed in 1976. The Coastal Society is an organization of private sector, academic, and government professionals and students dedicated to actively addressing emerging coastal issues by fostering dialogue, forging partnerships, and promoting communications and education.

Project 32134 Drainage and Roadside Ditching Authority

- Consulted with Jenny Snead of Louis Berger and Associates responding to a request by VDOT to understand the fiscal impact of House Joint Resolution #642.

HOUSE JOINT RESOLUTION NO. 642

Offered January 14, 2015

Prefiled January 14, 2015

Requesting the Department of Transportation to study recurrent flooding from outfall ditches. Report.

Patrons-- Hodges; Senators: Lewis and Norment

Referred to Committee on Rules

WHEREAS, recurrent flooding and adequate drainage across the lower portions of the Virginia coastal zone have become extremely problematic; and

WHEREAS, both public roadside ditch infrastructure and the interconnected private ditch system have catastrophically failed, causing losses to both private property and public infrastructure; now, therefore, be it

RESOLVED by the House of Delegates, the Senate concurring, that the Department of Transportation be requested to study recurrent flooding from outfall ditches.

All agencies of the Commonwealth shall provide assistance to the Department of Transportation for this study, upon request.

The Department of Transportation shall complete its meetings by November 30, 2015, and shall submit to the Governor and the General Assembly an executive summary and a report of its findings and recommendations for publication as a House or Senate document. The executive summary and report shall be submitted as provided in the procedures of the Division of Legislative Automated Systems for the processing of legislative documents and reports no later than the first day of the 2016 Regular Session of the General Assembly and shall be posted on the General Assembly's website.

Project 30210 Transportation Demand Management (TDM) Services/TDM Plan Update

- Attended House Bill 2 (HB2) Implementation Stakeholder Session at VDOT Saluda Residency. VDOT, DRPT and CTB staff provided overview of the HB2 process. Purpose is to give Commonwealth Transportation Board (CTB) an objective, controlled process to allocate funds to projects and districts. Projects that meet certain capacity needs identified in VTRans 2040 will be required to be scored before being submitted to CTB for selection – projects that affect corridors of statewide significance (i.e. US 17), regional networks, and improvements to Urban Development Areas (UDAs). Only projects that pass screening will be scored. Only projects that are scored will be considered for funding. VDOT is soliciting input from PDCs, MPOs and local governments on the process and which type of entity can submit projects.

Project 30106 Middle Peninsula Regional Jail Flash Freeze Feasibility Study

- Scheduled a tour of the produce flash freezing program at the Deerfield Correctional Facility for February 10, 2015. John Railford, Agribusiness Operations Director, will be guiding the tour.

Project 30018 Local & Regional Technical Assistance

- Received notification of acceptance as a National Fish and Wildlife Foundation Technical Assistance Provider. This designation qualifies the MPPDC for funding consideration in NFWF funding rounds. MPPDC is the only PDC in the Commonwealth to have qualified as a TA provider.

- Received a call from Martha Walker, Extension Specialist-Community Viability with Virginia Cooperative Extension. Notification was given that the Middle Peninsula has been selected for inclusion in the Virginia Stronger Economies Program. More information will follow.
- Gloucester County has been working in a collaborative effort with the USGS for a tide gage for real time flood information. One Wednesday, January 7 the gage was installed on the pier at the Cpt. Sinclair Recreation Area, an MPCBPAA property located on the Severn River in Gloucester County. The gage can be used by the public for real-time tide information and can be found at the following web location:
http://waterdata.usgs.gov/va/nwis/uv/?site_no=01670080&PARAMeter_cd=00065.00060.62620.00062

Public Comments

Chairman Smith opened the meeting for public comments. There were no public comments.

Chairman Smith closed the public comments period.

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

Presentation: Land and Water Protection in the Middle Peninsula Phase III-Funding for Septic Repairs and Roadside Ditch Maintenance

MPPDC Executive Director Lewis Lawrence said Mathews County identified a concern over roadside ditches in 2012. In 2013, the Coastal Zone Management (CZM) Land and Water Quality project researched legal ownership of who owns the ditch. In 2014, the CZM Land and Water Quality III project researched ditch funding mechanisms. In 2014, National Fish and Wildlife Foundation (NFWF), funded an engineering study with Draper Aden and Associates on what and where are Mathews County's ditch problems and how to prioritize them. Mr. Lawrence said that no money was given to the MPPDC for that project. All money went to Draper Aden and Associates to provide technical assistance to the County. In 2014-2015, a CZM grant award will explore the concept of creating a special purpose Ditching Authority focusing on improvements to the drainage system in Mathews. Delegate Hodges submitted House Joint Resolution No. 624 to the General Assembly requesting the Department of Transportation to study recurrent flooding from outfall ditches.

Mrs. Beth Johnson, MPPDC Finance Director, presented an update on the Land and Water Quality Protection in the Middle Peninsula projects. Phase I included failing septic systems, VDH Emergency Regulations, and Stormwater Management and Nutrient Reduction. Phase II included ownership, management, and oversight of stormwater ditches and water reuse.

Phase III researched sustaining permanent funding sources for septic system repairs and rural ditch maintenance. Mrs. Johnson said the MPPDC contracted with the Virginia Coastal Policy Clinic to (1) identify legal and financial aspects of sustaining permanent funding for a septic repair program; (2) assessment of national level examples of septic repair programs; (3) met with DEQ staff to discuss potential state funding opportunities; (4) met with local bank to explore a line of credit to provide loans to homeowners in “heir situations”; (5) applied for recapitalization of the Onsite Revolving Loan Fund from VCWRLF; and (6) submitted several proposals with new funders for grant funds to homeowners. Mrs. Johnson said the Commonwealth Water Control Board approved a \$200,000 loan to the MPPDC for septic repair loans that should be available in April.

Mrs. Johnson said the Virginia Coastal Policy Clinic was also contracted regarding who is responsible for maintenance of ditches, identification of possible Federal and State funding programs, local government authority to enter private property for maintenance, and how to enable such authority. As a next step MPPDC has secured funding from the CZM program to explore an enabling mechanism to develop a drainage and roadside ditching authority.

Mrs. Johnson said if anyone has questions regarding the septic program to contact her at bjohnson@mppdc.com or questions regarding ditch maintenance to contact Marquitrice Mangham at mmangham@mppdc.com or Jackie Rickards at jrickards@mppdc.com. The full reports for Land and Water Quality are on the MPPDC web site (mppdc.com) under “Reports/2014 or Alphabetical listing under L.” Mr. Lawrence said that he will share the Draper Aden report upon request.

Presentation: University Partnership-Private Industry Study

MPPDC Executive Director Lewis Lawrence said the MPPDC and the Virginia Sea Grant are collaborating with Virginia universities regarding economic challenges that face the Middle Peninsula region. Meetings have been held with nine focus groups with representatives from businesses throughout the Middle Peninsula to discuss needs of the private sector economy.

Mr. Lawrence reviewed the Table of Contents of the Summary Report prepared by MPPDC staff. He requested that the Board members read the report and if anyone has any questions, they will be discussed at the February Board meeting.

Adoption of Calendar Year Meeting Schedule

Chairman Smith said the 2015 meeting schedule for the MPPDC Board proposes to meet as usual on the fourth Wednesday of each month. In November and December the meetings will be held on the third Wednesday of each month due to holidays. There is no Board meeting scheduled in August.

Chairman Smith requested a motion to adopt the 2015 meeting schedule. Travis Moskalski moved to adopt the 2015 meeting schedule. Otto Williams seconded the motion; motion carried.

General Assembly Update and Legislative Discussion

Mr. Lewis Lawrence, MPPDC Executive Director, said the MPPDC staff is monitoring Bills introduced in the 2015 General Assembly session at the request of localities through the Richmond Sunlight web site. This web site gives an update of pending legislation.

Bills to date that are being monitored are HB1744, HB1781, HJ506, HB1363, HB1642, HB2197, HB1364, SB1377, HB1381, HB1416, HJ642, HB1817, SB1212, HB1734.

Mr. Thomas Swartzwelder, King and Queen County Administrator, requested HB 2262 be added to the list to be monitored. Commissioners wishing to add a bill to the list should contact Mr. Lawrence.

The Richmond Sunlight web site's address is
<http://www.richmondsunlight.com/photosynthesis/ykg57/>.

Discussion of Strategic Coastal Policy Law Clinic MOU

Chairman Smith said a copy of the draft Memorandum of Understanding (MOU) between the Middle Peninsula Planning District Commission and Virginia Coastal Policy Clinic was distributed at the meeting of December 2014. MPPDC Executive Director Lewis Lawrence said the MOU is for MPPDC to partner with the Coastal Policy Law Clinic at the College of William and Mary on issues of importance to the region.

Chairman Smith requested a motion to approve the Middle Peninsula Planning District Commission and Virginia Coastal Policy Clinic MOU. Tim Hill moved to approve the MOU. Otto Williams seconded the motion; motion carried.

Appointment of Overall Program Design (OPD) and Budget Committee and Meeting Schedule

Chairman Smith appointed the Overall Program Design and Budget Committee (OPD&B). The Committee will consist of the members of the Executive Committee and two Commissioners.

The OPD&B Committee members are:

Chairman Edwin Smith, Jr.
Vice Chairman Otto Williams
Treasurer O J Cole, Jr.
Dr. Maurice Lynch
Travis Moskalski

Appointment of Nominating Committee

Chairman Smith appointed representatives to the Nominating Committee. The following Board members were appointed:

Chairman Edwin Smith, Jr.—Essex County
A. Reese Peck—Essex County
Dr. Maurcie Lynch-Gloucester County
Thomas Swartzwelder--King and Queen County
Travis Moskalski—King William County
O. J. Cole, Jr.—Mathews County
Wayne Jessie, Sr.—Middlesex County
Steve Hollberg—Town of Urbanna

Other Business

1. Commissioner's Priorities

Chairman Smith said MPPDC Executive Director Lewis Lawrence prepared a Commissioner's Priorities survey and asked that all Board members fill it out and send back to Mr. Lawrence.

Mr. Lawrence said that the survey will be used to guide staff and the OPD&B Committee in preparing the 2016 MPPDC work program. The form may be sent back to Mr. Lawrence by fax or email.

2. VAPDC Winter Conference

MPPDC Executive Director Lewis Lawrence said he will be out of town when the VAPDC 2015 winter conference is held in Richmond on Thursday, February 5th—County Government Day and VAPDC Meetings, and Friday, February 6th, Federal Reserve Bank of Richmond.

Mr. Lawrence said if two or three Board members are interested in going, the MPPDC can pick up the tab. Commissioners need to contact Mrs. Johnson by Friday, January 30th to register.

Adjourn

MPPDC Chairman Smith adjourned the meeting.

COPY TESTE:

(Secretary)

Project Financial Report

Middle Peninsula Planning District Commission

Run Date: 03/11/2015
 Run Time: 1:47:49 pm
 Page 1 of 1

Period Ending: 02/28/15

Expenditures

Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30010	Local PAA Stewardship/	17,000.00	0.00	16,194.18	805.82	95.26%	17,000.00	805.82
30013	EE&CBG Project	3,894.00	42.13	2,876.38	1,017.62	73.87%	2,844.29	-32.09
30015	Tappahannock Comp Plan	11,200.00	-0.78	12,953.61	-1,753.61	115.66%	13,700.00	746.39
30016	Essex Comp Plan Update	27,675.00	-4.21	27,777.58	-102.58	100.37%	28,700.00	922.42
30017	King and Queen Fishing P	2,500.00	0.71	2,528.10	-28.10	101.12%	996.42	-1,531.68
30018	FY15 Local Programs	171,223.00	4,046.34	86,148.44	85,074.56	50.31%	170,199.56	84,051.12
30019	Urbanna Foundation	6,000.00	817.37	2,914.40	3,085.60	48.57%	3,000.00	85.60
30104	MP-VSG Univ. Partner	44,000.00	922.81	37,685.50	6,314.50	85.65%	35,892.26	-1,793.24
30105	EDA Broadband - In-kind	63,161.00	3,940.34	59,099.93	4,061.07	93.57%	40,901.15	-18,198.78
30106	MPRJ Flash Freeze Study	90,000.00	2,451.98	8,458.79	81,541.21	9.40%	4,747.70	-3,711.09
30170	MPBDP FY12 Staff Sup	13,830.00	313.91	13,620.59	209.41	98.49%	16,114.62	2,494.03
30210	FY15 Transportation Dem	94,000.00	7,148.92	58,751.63	35,248.37	62.50%	55,631.17	-3,120.46
30312	FY15 Rural Transportati	72,500.00	6,333.30	45,747.47	26,752.53	63.10%	33,148.68	-12,598.79
30420	Onsite Loan Management	118,932.85	388.94	114,530.01	4,402.84	96.30%	117,509.12	2,979.11
30423	VCWRFR Onsite Fund	82,500.00	0.00	79,970.21	2,529.79	96.93%	100,435.44	20,465.23
30441	Septic Pumpout & Ordinar	12,680.00	821.41	821.41	11,858.59	6.48%	0.00	-821.41
30502	Water Supply Planning	111,805.89	0.00	111,805.89	0.00	100.00%	153,950.00	42,144.11
31002	GA Lobby FY09	18,247.75	0.00	18,247.75	0.00	100.00%	24,000.00	5,752.25
31201	AHMP Update 2014	130,010.00	3,135.43	52,798.49	77,211.51	40.61%	26,821.46	-25,977.03
31202	Emergency Planner	110,000.00	9,208.21	15,208.27	94,791.73	13.83%	0.00	-15,208.27
32010	FY15 PAA Staff Support	7,000.00	435.34	7,158.92	-158.92	102.27%	5,817.56	-1,341.36
32011	PAA Altruistic Giving	40,000.00	2,642.45	13,589.78	26,410.22	33.97%	0.00	-13,589.78
32127	FY14_Coastal TA	60,000.00	0.00	60,047.29	-47.29	100.08%	60,000.00	-47.29
32128	LWQ III FY14	47,022.00	-29.69	47,986.61	-964.61	102.05%	47,022.00	-964.61
32129	Water Reuse	22,535.00	-4.05	21,673.30	861.70	96.18%	21,967.05	293.75
32130	Aberdeen TIF	40,000.00	-20.77	40,614.56	-614.56	101.54%	40,000.00	-614.56
32132	FY15 Coastal TA	43,602.00	2,441.22	22,672.69	20,929.31	52.00%	5,522.37	-17,150.32
32133	NFWF Living Shorelines I	222,267.00	2,711.19	11,916.78	210,350.22	5.36%	647.67	-11,269.11
32134	309 Ditching	40,000.00	3,517.11	13,028.49	26,971.51	32.57%	0.00	-13,028.49
32207	Working Waterfronts Pl	50,000.00	3,256.44	14,077.18	35,922.82	28.15%	0.00	-14,077.18
32208	VIMS WWF	5,000.00	1,443.77	4,915.99	84.01	98.32%	0.00	-4,915.99
Totals:		1,778,585.49	55,959.82	1,025,820.22	752,765.27	57.68%	1,026,568.52	748.30

Balance Sheet by Category

Middle Peninsula Planning District Commission

Run Date: 3/11/15
Run Time: 1:52:13 pm
Page 1 of 1

Period Ending: 02/28/15
Format: 1 Board

Assets:

Cash in Bank	575,354.58
Receivables	260,047.22
Property & Equipment	7,630.93

Total Assets:

\$843,032.73

Liabilities:

Accounts Payable	1,044.40
VRA Loan Payables	131,685.44
Payroll Withholdings	-287.35
Accrued Leave	43,127.56
Cost Allocation Control	4,357.32

Total Liabilities:

\$179,927.37

Equity:

Local Initiatives/Information Resources	87,120.72
Economic Development	-17,498.03
Transportation Programs	-15,719.25
Emergency Management Projects	-15,208.27
Onsite Repair & Pumpout	22,625.82
Housing	-31.54
Coastal Community & Environmental	-75,363.58
Public Access Auth Programs	-1,341.36
Mandates	16,172.39
Temporarily Restricted	188,479.87
General Fund Balance	473,868.59

Total Equity:

\$663,105.36

Total Liabilities and Equity

\$843,032.73

Balance:

\$0.00

Agencywide R&E by Category

Run Date: 03/11/2015
Run Time: 1:56:54 pm
Page 1 of 3

Middle Peninsula Planning District Commission

Period Ending: 02/28/15
Format: 1 Agencywide R&E
With Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Ovr	% Bud
Revenues					
Local Match	76,319.00	0.00	38,436.07	37,882.93	50.36%
40000 Regional Share	76,319.00	0.00	38,436.07	37,882.93	69.61%
Local Annual Dues	109,899.00	0.00	109,899.00	0.00	100.00%
40100 Essex County	16,300.00	0.00	16,300.00	0.00	69.61%
40200 Gloucester County	16,300.00	0.00	16,300.00	0.00	69.61%
40300 King & Queen County	16,300.00	0.00	16,300.00	0.00	69.61%
40400 King William County	16,300.00	0.00	16,300.00	0.00	69.61%
40500 Mathews County	16,300.00	0.00	16,300.00	0.00	69.61%
40600 Middlesex County	16,300.00	0.00	16,300.00	0.00	69.61%
40700 Urbanna	4,033.00	0.00	4,033.00	0.00	69.61%
40800 Tappahannock	4,033.00	0.00	4,033.00	0.00	69.61%
40900 West Point	4,033.00	0.00	4,033.00	0.00	69.61%
Local Other Revenues	5,926.01	0.00	54,225.79	-48,299.78	915.05%
40101 Essex County Other	446.43	0.00	2,488.50	-2,042.07	69.61%
40201 Gloucester County Other	446.43	0.00	0.00	446.43	69.61%
40301 King & Queen County O	446.43	0.00	0.00	446.43	69.61%
40401 King William County Ot	446.43	0.00	0.00	446.43	69.61%
40501 Mathews County Other	446.43	0.00	0.00	446.43	69.61%
40601 Middlesex County Other	446.43	0.00	0.00	446.43	69.61%
40701 Urbanna Other	148.81	0.00	0.00	148.81	69.61%
40801 Tappahannock Other	148.81	0.00	1,034.85	-886.04	69.61%
40901 West Point Other	148.81	0.00	0.00	148.81	69.61%
45101 Previous Year Unspent	2,801.00	0.00	50,702.44	-47,901.44	69.61%
Local Other Organizations	7,000.00	4,747.70	13,565.26	-6,565.26	193.79%
43003 MPCBPAA	7,000.00	0.00	5,817.56	1,182.44	69.61%
43022 Urbanna Oyster Festival I	0.00	0.00	3,000.00	-3,000.00	69.61%
43023 Middle Peninsula Region	0.00	4,747.70	4,747.70	-4,747.70	69.61%
State Revenues	168,782.16	0.00	117,042.65	51,739.51	69.35%
41100 VDHCD	93,582.16	0.00	70,334.65	23,247.51	69.61%
41200 VDRPT	75,200.00	0.00	46,708.00	28,492.00	69.61%
Federal Revenues	291,618.00	12,430.00	124,723.37	166,894.63	42.77%
41300 VDEQ	163,568.00	0.00	89,166.52	74,401.48	69.61%
41500 VDEM	37,500.00	0.00	0.00	37,500.00	69.61%
41600 VDOT	58,000.00	12,430.00	26,518.62	31,481.38	69.61%
42001 US Dept. of Commerce	32,550.00	0.00	9,038.23	23,511.77	69.61%
Miscellaneous Income	10,050.00	137.18	5,036.53	5,013.47	50.11%
44100 Quarterly Meetings	3,000.00	0.00	990.00	2,010.00	69.61%

Agencywide R&E by Category

Run Date: 03/11/2015
Run Time: 1:56:54 pm
Page 2 of 3

Middle Peninsula Planning District Commission

Period Ending: 02/28/15
Format: 1 Agencywide R&E
With Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Ovr	% Bud
44200 Interest Income	2,050.00	137.18	1,476.16	573.84	69.61%
44900 Miscellaneous Income	5,000.00	0.00	2,570.37	2,429.63	69.61%
RevolvingLoan Program Income	14,699.00	769.85	13,419.49	1,279.51	91.30%
45010 Loan Application Fees	100.00	0.00	0.00	100.00	69.61%
45020 Revolving Loan Interest	6,600.00	673.91	5,099.81	1,500.19	69.61%
45030 Loan Penalties	480.00	95.94	574.39	-94.39	69.61%
45100 Onsite Prior Years Unspe	7,519.00	0.00	7,745.29	-226.29	69.61%
Revenues	684,293.17	18,084.73	476,348.16	207,945.01	69.61%
Expenses					
Personnel	410,566.00	43,960.16	310,169.68	100,396.32	75.55%
50000 SALARIES	308,805.00	33,986.84	238,645.61	70,159.39	72.40%
50500 FRINGE BENEFITS	101,761.00	9,973.32	71,524.07	30,236.93	72.40%
Facilities	27,663.00	2,520.79	18,089.15	9,573.85	65.39%
52100 Rent	22,202.00	1,850.15	14,501.23	7,700.77	72.40%
52200 Utilities	5,300.00	670.64	3,434.92	1,865.08	72.40%
52300 Facility Insurance	161.00	0.00	153.00	8.00	72.40%
Communications	3,925.00	311.39	2,781.67	1,143.33	70.87%
52250 Telephone	2,725.60	211.44	1,882.12	843.48	72.40%
52255 Internet Access/Website	1,199.40	99.95	899.55	299.85	72.40%
Equipment & Supplies	6,000.00	385.52	2,261.23	3,738.77	37.69%
53101 Equipment Maintenance	0.00	0.00	235.00	-235.00	72.40%
53400 Office Supplies	3,500.00	373.25	1,481.65	2,018.35	72.40%
53500 Meeting Supplies	2,500.00	12.27	459.58	2,040.42	72.40%
53900 Equipment/Supply Expen	0.00	0.00	85.00	-85.00	72.40%
Travel	6,442.00	296.51	3,412.45	3,029.55	52.97%
54100 Private Mileage	750.00	143.75	428.01	321.99	72.40%
54200 Vehicle Operating Costs	3,200.00	66.58	962.21	2,237.79	72.40%
54300 Vehicle Insurance	992.00	0.00	942.00	50.00	72.40%
54500 Lodging/ Staff Expense	1,500.00	78.18	1,021.24	478.76	72.40%
54900 Travel Expense Other	0.00	8.00	58.99	-58.99	72.40%
Professional Development	14,715.00	3,447.70	10,034.82	4,680.18	68.19%
55100 Dues/Memberships	3,265.00	75.00	3,510.00	-245.00	72.40%
55150 Subscriptions/Publicatio	200.00	10.95	48.84	151.16	72.40%
55200 Workshops	250.00	0.00	426.80	-176.80	72.40%
55300 Conferences	8,000.00	3,361.75	6,049.18	1,950.82	72.40%
55900 Professional Developmen	3,000.00	0.00	0.00	3,000.00	72.40%

Agencywide R&E by Category

Middle Peninsula Planning District Commission

Run Date: 03/11/2015
 Run Time: 1:56:54 pm
 Page 3 of 3

Period Ending: 02/28/15
 Format: 1 Agencywide R&E
 With Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Ovr	% Bud
Contractual	61,750.00	974.50	54,393.19	7,356.81	88.09%
56100 Accounting/Audit Expen	6,750.00	62.00	6,281.69	468.31	72.40%
56300 Legal Services	1,000.00	0.00	203.00	797.00	72.40%
56400 Consulting/Contractural S	54,000.00	912.50	39,307.50	14,692.50	72.40%
56600 Construction	0.00	0.00	8,601.00	-8,601.00	72.40%
Miscellaneous	49,535.00	4,063.20	36,000.48	13,534.52	72.68%
57100 Postage	1,550.00	0.00	1,073.25	476.75	72.40%
57200 Printing/Duplicating	9,000.00	1,177.20	7,018.68	1,981.32	72.40%
57300 Promotion/Advertising	26,744.00	2,891.00	17,000.00	9,744.00	72.40%
57400 Public Officials Insuranc	1,841.00	0.00	1,899.00	-58.00	72.40%
57500 Miscellaneous Other	100.00	0.00	331.60	-231.60	72.40%
57550 Bad Debt Expense	0.00	-5.00	4,502.04	-4,502.04	72.40%
57720 Deferred/Forgiven Expen	0.00	0.00	131.59	-131.59	72.40%
57800 Quarterly Meetings	3,800.00	0.00	1,211.02	2,588.98	72.40%
57900 Depreciation	6,500.00	0.00	2,833.30	3,666.70	72.40%
Regional Share	76,319.00	0.00	38,448.56	37,870.44	50.38%
57999 Local Match	76,319.00	0.00	38,448.56	37,870.44	72.40%
Expenses	656,915.00	55,959.77	475,591.23	181,323.77	72.40%
Agency Balance	27,378.17	-37,875.04	756.93		

This Page Left Intentionally Blank

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

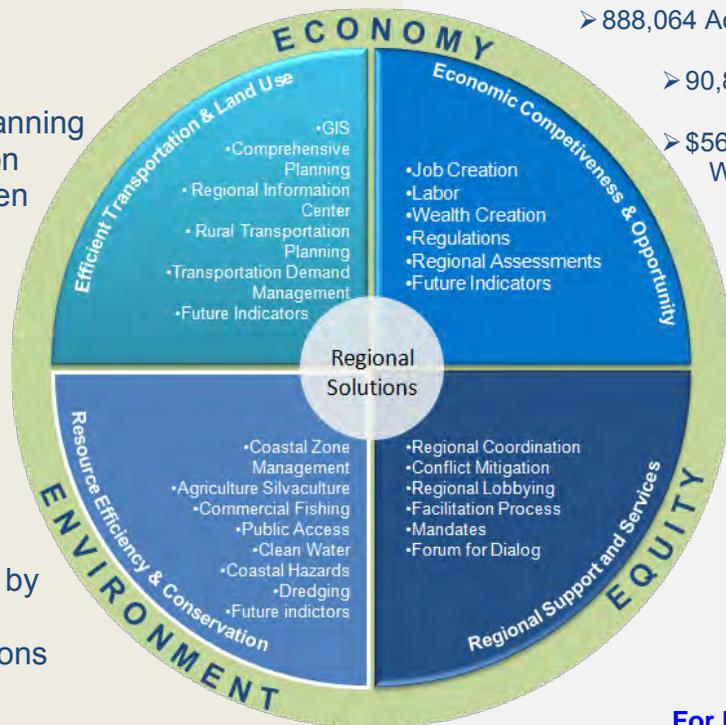
➤ \$567 Average Weekly Wage (State=\$952)

➤ 71% 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

Regional Profile:

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

Population Trends				Median Household Income and Unemployment Rate ¹			
Locality	Total Population		Population Growth from 2000-2010	Median Income 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%
Region Total	83,684	90,826	9%	\$49,735	\$51,055	7.6%	6.5%

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

FY15 Locality Budget Data							
Locality	Raise %	Compensation Notes	Real Property Increase	Real Property Rate	Personal Property Increase	Personal Property Rate	Other
Essex	2%		\$0.02	\$0.86	\$0.25	\$3.75	\$35/\$25 Vehicle tax
Gloucester	3%	Bonus for lower scale employees only	None	\$0.65	None	\$2.95	
King and Queen	0%		None	\$0.54	None	\$3.94	
King William	2%		\$0.03	\$0.82	None	\$9.65	
Mathews	2%		\$0.07	\$0.54	\$0.05	\$3.70	
Middlesex	2%	Step Inc. w/ evaluation; No COLA	\$0.05	\$0.53	None	\$3.50	

¹ 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		All-Hazards Mitigation Plan Update Support Staff: Harrison Start Date: 1/2014 Completion Date: 12/2016	
	Participating	Current Status	Participating	Current Status
Essex	✓	Found Compliant	✓	In Process
Gloucester	NA	NA	✓	In Process
King & Queen	✓	Found Compliant	✓	In Process
King William	✓	Found Compliant	✓	In Process
Mathews	✓	Found Compliant	✓	In Process
Middlesex	✓	Found Compliant	✓	In Process
Town of Tappahannock	✓	Found Compliant	✓	In Process
Town of West Point	✓	Found Compliant	✓	In Process
Town of Urbanna	✓	Found Compliant	✓	In Process

Opportunities Identified to Implement Commission Priorities

Service Center	Project Title and Description	Funding Requested	Status
Transportation	DRPT – Update Long Range TDM Plan	\$16,000	Funded
Environmental	CZM – Working Waterfronts Coalition	\$50,000	Funded
Environmental	CZM –FY15 Coastal Technical Assistance	\$30,000	Funded
Environmental	River Counties Community Foundation Septic Repair Assistance Grant to LMI homeowners	\$5,000	Not Funded
Environmental	NFWF – CBSF – SWG - Septic Repair Funding	\$115,753	Not Funded
Environmental	NFWF –CBSF – SWG - Living Shorelines Incentive Program	\$200,000	Funded
Environmental	NFWF – CBSF - SWG	\$170,000	Not Funded
Environmental	NFWF TA Service Provider	n/a	Approved
Environmental	CZM – Sinclair Landing Improvements – Pier & Landscaping	\$40,000	Funded
Environmental	USDA RD HPG –Septic Repair Funding	\$150,000	Submitted
Economic Dev	USDA – Farmers Market Marketing Plan	\$48,016	Not funded
Emergency Mgmt	VDEM – Regional Emergency Planner	\$110,000	Funded
Environmental	VMRC – King and Queen Fishing Pier	\$136,853.25	Funded
Environmental	Dominion Foundation – Urbanna Creek Living Shoreline	\$25,000	Funded
Economic Dev	USDA RBEG – Flash Freeze Program – MPRJA	\$90,000	Funded
Environmental	VASG/ODU/MPPDC – Real Estate Training	n/a	Awarded
Economic Dev	DHCD – BCC – Middle Peninsula Regional Economic Development Organization	\$30,000	Funded
Environmental	CZM – PAA Altruistic Giving	\$40,000	Funded
Environmental	License Plate Grant - signage	\$900	Submitted
Environmental	DEQ -Septic Pumpout and Ordinance Updates (Essex and Tappahannock)	\$12,688	Funded
Environmental	DEQ - WQIP for Gwynns Island, Milford Haven and Piankatank Phase I IP Residential	\$257,420	Not Funded
Environmental	CZM – Project of Special Merit – Mathews Ditching	\$115,000	Submitted
Economic Dev	VA Coop. Ext. – SET Grant – Capacity Building for Economic Development	n/a	Awarded
Economic Dev	EPA – Brownfields Grant	\$208,200	Submitted
Environmental	River Counties Community Foundation Septic Repair Assistance – Middlesex LMI homeowners	\$10,000	Submitted
Environmental	CZM – Flooding and Sea Level Rise	\$39,895	Submitted
Environmental	CZM – MP Public Access Master Plan	\$40,000	Submitted
Environmental	CZM – Ditch Maintenance Database – Mathews	\$39,397	Submitted
Environmental	CZM – Ditch Mapping – Mathews	\$39,993	Submitted
Environmental	CZM – Working Waterfronts – State Plan	\$40,000	Submitted
MPCBPAA	River Counties Community Foundation - Land Acquisition Assistance	\$4,000	Not Funded
MPCBPAA	License Plate Grant - signage	\$1,500	Submitted
MPCBPAA	NEEF PAA GRA Capacity Building	\$5,000	Submitted

MPPDC ACRONYMS
March 2015

ACH	Automated Clearing House	RBOG	Rural Business Opportunity Grant
AFID	Agricultural and Forestry Industries Development	RFP	Request for Proposal
AHMP	All Hazards Mitigation Plan	RLF	Revolving Loan Fund
BCC	Building Collaborative Communities Project	RTP	Rural Transportation Planning
BOS	Board of Supervisors	SERCAP	Southeast Rural Community Assistance Project
CBPA	Chesapeake Bay Preservation Area	SHSG	State Homeland Security Grant
CDBG	Community Development Block Grant	SWCD	Soil and Water Conservation District
CEDS	Comprehensive Economic Development Strategy	TIF	Tax Increment Financing
CIP	Capital Improvement Plan	TMDL	Total Maximum Daily Loads
CZMP	Coastal Zone Management Program	USDA	U.S. Department of Agriculture
DEQ	Department of Environmental Quality	VAPA	Virginia Planning Association
DGIF	Department of Game and Inland Fisheries	VAPDC	Virginia Association of Planning District Commissions
DHR	Department of Historic Resources	VAZO	Virginia Association of Zoning Officials
DHCD	Department of Housing and Community Development	VCP	Virginia Coastal Program
DMME	Department of Mines Minerals and Energy	VCZMP	Virginia Coastal Zone Management Program
DOE	Department of Energy	VDEM	Virginia Department of Emergency Management
DRPT	Department of Rail and Public Transportation	VDH	Virginia Department of Health
EDA	Economic Development Administration	VDOT	Virginia Department of Transportation
EECBG	Energy Efficiency and Conservation Block Grant	VDMME	Virginia Department of Mines, Minerals, and Energy
EPA	Environmental Protection Agency	VEE	Virginia Environmental Endowment
FEMA	Federal Emergency Management Agency	Vertical Assets	"Towers or other structures that hold cell, broadband and other equipment"
Fracking	Hydraulic Fracturing	VIMS	Virginia Institute of Marine Science
GIS	Geographic Information System	VMRC	Virginia Marine Resources Commission
HRPDC	Hampton Roads Planning District Commission	VOP	Virginia Outdoors Plan
LGA	Local Government Administrators	VRA	Virginia Resources Authority
LPT	Local Planning Team	VASG	Virginia Sea Grant
MOU	Memorandum of Understanding	VSMP	Virginia Stormwater Management Program
MPBA	Middle Peninsula Broadband Authority	VTA	Virginia Transit Association
MPCBPAA	Middle Peninsula Chesapeake Bay Public Access Authority	WIP	Watershed Implementation Plan
MPRSC	Middle Peninsula Regional Security Center	WQIF	Water Quality Improvement Fund
NHD	Natural Heritage Data		
NFWF	National Fish and Wildlife Foundation		
NOAA	National Oceanic and Atmospheric Administration		
NPS	National Park Services		
OLGA	On-line Grant Administration		
PAA	Public Access Authority		
RBEG	Rural Business Enterprise Grant		

**Middle Peninsula Planning District Commission
Executive Director's Report of Regional Progress
March 17, 2015**

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 12 years +)

Congressman Robert Wittman's Fisheries Advisory Committee and Environmental Advisory Committee (MPPDC Staff 5 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 6 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 7 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 9 years)

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

The Coastal Society - The Coastal Society is an organization of private sector, academic, and government professionals and students. The Society is dedicated to actively addressing emerging coastal issues by fostering dialogue, forging partnerships, and promoting communications and education. (MPPDC staff serves as a Director)

MPPDC Staff and Contact Information

Executive Director: Lewis Lawrence

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

Finance Director: Beth Johnson

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

Chief of Community Planning: Marquitrice Wright

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

Planner 2: Harrison Bresee

Contact Info: hbresee@mppdc.com (804) 758-2311x26 (757) 871-2245 cell
Programs: *Regional Emergency Planning, Public Access Authority*

Planner 2: Jackie Rickards

Contact Info: jrickards@mppdc.com (215) 264-6451 cell
Programs: *Environmental Programs, Graphic Arts*

Secretary: Rose Lewis

Contact Info: rlewis@mppdc.com (804) 758-2311x21
Programs: *Septic Pumpout Assistance, Facilities Scheduling*

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 31201 Middle Peninsula All-Hazards Mitigation Plan Update

As a mandated requirement of the Disaster Mitigation Act of 2000, 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, tsunami, and volcanoes.

- Participated in a kick-off meeting with Dewberry to review their proposal to complete the HAZUS assessment.
- Requested that Chris Bruce, Emergency Coordinator of King William County complete a county worksheet to identify hazards and past events in the locality. Currently waiting on 1 of 9 worksheets.
- Corresponded with James Mawby, Dewberry, regarding the status of the HAZUS assessment. The only obstacle he has encountered includes the Gloucester County assessment, due to HAZUS software issues related to the county's shoreline.
- Contacted Michelle Hamor, US Army Corps of Engineers, to request depth grids that may be used for the HAZUS assessment by Dewberry.
- Requested a scope of work and estimate from Dewberry to add a sea level rise component to the HAZUS assessment.
- As a result of a question posed by Dewberry asking if FEMA had any expectations of the MPPDC AHMP HAZUS assessment, a meeting between FEMA Region III, Virginia Department of Emergency Management, Dewberry and the MPPDC was scheduled for March 13, 2015. During the meeting Dewberry explained that there have been multiple updates to the 2011 HAZUS assessment including:
 1. Use of a 1 square mile drainage area instead of a 10 square mile drainage area;
 2. Use of new available coastal elevations;
 3. Use of coastal studies from US Army Corps of Engineers;
 4. Use of new day symmetric data of building stock inventory; and
 5. Use of HAZUS version 2.2 with new census data (i.e. population and residential building counts).

- As the All Hazards Mitigation Plan is updated, Committee members from Middle Peninsula localities will have the opportunity to review the updates and provide feedback. Below is table that depicts the plan's sections, when section feedback from localities is due, and the localities that have provided feedback. Most recently, Section 1 which is the introduction to the plan has been updated and sent out to the All Hazard Mitigation Plan (AHMP) Committee for review. The Appendices are also being updated with information. (X= Feedback Received/Completed)

SECTION	TITLE	Section Feedback Due	Counties						Towns		
			Essex	Mathews	Middlesex	King William	King & Queen	Gloucester	West Point	Urbanna	Tappahannock
1	Intro	3/24/2015									
2	Planning Process	TBD									
3	Community Profile	2/20/2015			X	X	X	X	X	X	
4	Hazard Identification	TBD									
5	Risk Assessment Analysis (HAZUS)	TBD									
6	Capability Assessment	TBD									
7	Review of 2010 Strategies	TBD									
8	Mitigation Goals, Objects and Strategies	TBD									
9	Implementation Plan	TBD									
10	Plan Adoption	TBD									
11	Plan Maintenance	TBD									
12	Appendices	TBD									

- According to FEMA they are seeking use of the most up-to-date available local data that would help advance the assessment and provide a more accurate plan. However due to the added expense of analyzing and adding new data, the majority of MPPDC localities do not have updated local data needed for HAZUS, with the exception of Gloucester. Consequently Dewberry will continue with the HAZUS as originally planned, but they will develop a scope of work and estimate to add updated Gloucester County data to HAZUS. This scope and estimate will position the MPPDC in potentially receiving additional funding from VDEM.
- Sent out a doodle poll to the AHMP committee to help schedule the next meeting in mid- / late April.

INFORMATION RESOURCES/ASSISTANCE

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

- Updated www.mppdc.com website –meeting notices, reports, RFPs.

- Received phone call from Craig W. Smith, Employee Services & Communications, Gloucester County Schools, regarding creator of Demographic Graphic posted on MPPDC website. Provided contact information to Jackie Rickards and link to demographic information on Weldon Cooper website.
- Received phone call from Peggy Kale, Realtor, looking for demographic information on Saluda. Explained that Saluda is not an official “place” and hence demographic information is not readily available as Saluda has no boundaries. Referred to Middlesex County for more information.
- Received phone call from Joe Topham, Executive Assistant of Operations, King William County requesting to be added to the email list for the monthly MPPDC meeting synopsis provided to elected officials and administrators following the MPPDC meetings.

COASTAL COMMUNITY DEVELOPMENT/ ENVIRONMENTAL

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

Project 32010 Staff Support to Middle Peninsula Chesapeake Bay Public Access Authority (MPCBPAA)

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 monthly financial statements.
- Invoiced Gloucester Rowing Association for utility bills at Captain Sinclair Landing.
- Gave presentation of FY14 Audit report to MPCBPAA Board. Consulted with Michael Aukamp, Dunham, Aukamp and Rhodes, regarding one correction and requesting final report.
- Discussed opening money market account for MPCBPAA restricted funds currently in LGIP account with Elizabeth Faudree, Branch Manager, C&F Bank. LGIP account is paying 0.12% interest. C&F MMKT account offering 0.4%. Account currently holds timber sale assets that are restricted to properties on which the timber was grown. Having funds in a money market account at the same bank as the existing checking account will make it easier to transfer funds between accounts as needed, save on wire transfer fees, and provide increased interest income.
- Convened an off cycle PAA Board meeting on March 13, 2015, after the December and February meetings were canceled due to quorum and weather conflicts. Topics covered were: approval of October 2014 Minutes; Financial Report; Public Comment; Presentation of the June 2014 Year End audit; Virginia Interactive Reservation System enhancement; Discussion on Captain Sinclair’s Recreation Area road access and maintenance; public access needs in Essex County and other specific items relating to advancing forward the work of the PAA . The next regular meeting is scheduled for April 10, 2015.
- Consulted with Frances Hubbard, *Daily Press* reporter, assigned to the Middle Peninsula concerning Delegate Hodges’ February letter delivered to the Commissioner of Revenue in Gloucester County

reiterating the fact that the Middle Peninsula Chesapeake Bay Public Access Authority is a body politic enabled by the General Assembly and thus tax exempt.

Project 32011 Public Access Authority Giving

This project proposes to develop a targeted land donation marketing campaign for Essex County and, secondarily, other Middle Peninsula localities. Further, the project proposes to research and develop a white paper detailing the costs and benefits (pros and cons) to localities for property that is donated.

- Met with Janet Krenn, Communications Consultant, to discuss process for private donations and targeted audience for direct messaging to landowners in Essex County and beyond.

32012 PAA Captain Sinclair Improvements

The Captain Sinclair's Recreational Area, with approximately 1 mile of waterfront on the Severn River in Gloucester County, VA., is a recent gift from a private landowner to the Middle Peninsula Chesapeake Bay Public Access Authority (MPCBPAA). The MPCBPAA is partnering with the MPPDC to develop an overall use plan for the property that is compatible with the existing natural coastal landscape. The project is centered around protecting and enhancing the local coastal landscape and minimizing wetland impacts associated with constructing a new public pier to improve the current "walk in and over the wetlands" as part of the existing public access to public waters on the site. A Native Coastal Landscape Design (NCLD) will radiate away from the public access pier. The design will include the purchase and installation of native plants to enhance the coastal landscape around the project site and an educational exhibit on native plants in the main house.

- Executed contract with CZM/DEQ. This project had been slated to begin in October, 2014 but has been delayed by NOAA.

Project 32132 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.

- Imported photos of PAA land holdings into dropbox for Kenneth Walker, NOAA, which will be used to supplement an oral history project.
- On March 17th, viewed a webinar presented by National Association of Development Organizations on Building Economic Resilience in Your Community: Linking Economic Development and Hazard Mitigation Planning.
- Attended Coastal PDC Committee meeting in Petersburg for presentation on Virginia Native Plants.
- Researched three parcels in Mathews County being considered for donation to the Public Access Authority. Drafted a resolution authorizing the acceptance of three parcels in Mathews County and two parcels of land in Gloucester County by the PAA.
- Consulted with Carol Steele, Director for Parks, Tourism and Recreation in Gloucester County, concerning Route 630, Payne's Landing on Wilson Creek. Provided a copy of the Middle Peninsula Chesapeake Bay Public Access Authority Route 630 ownership file which contains survey plats of the public land.
- Researched a proposed General Assembly budget amendment for funding of the Middle Peninsula State Park located in Gloucester County near Rosewell Plantation and Aberdeen Creek. No budget amendment was advanced forward.

- Consulted with Frances Hubbard, *Daily Press* Reporter, assigned to the Middle Peninsula concerning new approaches to fund local dredging projects and dredge material placement for Aberdeen Creek.
- Discussed various ways to monetize land use policy to address sea level rise and repetitive flooding with Mark Slauter, CFM, IFLOWS Branch Chief, VA Department of Emergency Management. Explored the idea of density bonus and land subdivision bonus as financial incentives to relocate within a jurisdiction's boundary.
- Arranged for Marty Lagrand, *Chesapeake Bay Magazine*, to tour various Middle Peninsula Chesapeake Bay Public Access Authority sites that help protect the working waterfront in Perrin, Virginia as well as other PAA land holdings offering new types of public recreation.
- Consulted with Joan Salvati, Manager-Office of Local Government Programs DEQ - Water Division, concerning local government stormwater responsibility as it relates to Delegate Hodges' legislation that allows local government to choose between administering a stormwater program locally or returning the program to the state. Discussed Chesapeake Bay Act requirements and how those requirements set into motion certain stormwater local responsibilities.
- Attended the Middlesex County Board of Supervisors retreat to discuss public access issues and strategy development to improve public access across the county. Additionally, spoke on matters related to the Potomac aquifer and water reuse.
- Participated in a multi-stakeholder/university resilience coalition-partnership meeting called by the Institute for Environmental Negotiations at the University of Virginia to discuss strategies for how Virginia can seek funding to advance the goal of coastal resilience across the Commonwealth.
- Convened the March Middle Peninsula Local Government Administrators meeting. Agenda items included an update from Mike Jenkins, Director for the Bay Consortium Work Force Investment Board; Financial and capital request needs from Rappahannock Community College; and ongoing discussions with DEQ over local government's responsibility to address stormwater.
- Consulted with Urbana Town Mayor, Steve Hollberg concerning public access and land ownership issues for the road ending where Paynes Crab House one operated.

Project 32133 NFWF Living Shoreline

MPPDC received a grant from the National Fish and Wildlife Foundation to facilitate citizen-based resource stewardship to enhance coastal resilience and reduce vulnerability to growing risks from coastal storms, sea level rise, flooding and other threats to shorelines by encouraging Middle Peninsula waterfront homeowners, through access to low interest loans and/or grants and through education about living shorelines, to make informed decisions to install living shorelines to protect waterfront properties. The main emphasis of the project will be to design and implement a Living Shoreline Incentive Program (LSIP) to provide loans and/or grants to homeowners to install living shorelines on suitable waterfront properties. The project also includes the design of a Shoreline Management Plan (SMP) for the entire Captain Sinclair's Recreational Area shoreline and the design and installation of one lower Chesapeake Bay public waterfront demonstration project to provide consumers easily accessible publically owned living shoreline examples to inform their decision making. The investment of effort and resources in producing a Shoreline Management Plan will yield substantial benefits in facilitating decision-making on a variety of potential issues and uses of the site. A Living Shorelines Education Program will be developed to educate the public about the benefits of living shorelines. The Captains Sinclair's Recreation area site boasts an 8,000 sq. ft. waterfront home within 200 feet of the demonstration site that will house the Living Shorelines Education Program.

- The General Assembly passed HB1734 authorizing the State Water Control Board to provide loans from the Virginia Water Facilities Revolving Fund to (i) a local government for the purpose of establishing living shorelines that protect or improve water quality and prevent water pollution or (ii) a local government that has developed a funding program to provide low-interest loans or other incentives to individuals. This legislation is crucial to the implementation of a Middle Peninsula Living Shoreline Revolving Loan Program.

Project 32134 Drainage and Roadside Ditching Authority

To build on past efforts, MPPDC staff will explore the enabling mechanism in which a Drainage and Roadside Ditching Authority may be developed. As this Authority would be responsible for prioritizing ditch improvement needs, partnering with and leveraging Virginia Department of Transportation (VDOT) funding, and ultimately working toward improving the functionality of the region's stormwater conveyance system, MPPDC staff will address the policy questions and create a framework for Drainage and Roadside Ditching Authority that can be scalable to the local or regional level depending on the need.

- Researched international and domestic ditching policies, programs, and authorities that could act as examples for the Middle Peninsula Regional Ditching Authority and drafted a document that summarizes these policies.
- Requested By-Laws from the Ottawa County Road Commission for illustrative examples of how a special purpose Ditch Authority could be organized.
- Attended a meeting called by Delegate Keith Hodges held in Richmond with VDOT Policy Analysts to discuss VDOT drainage concerns across the Middle Peninsula.

Project 32207 Working Waterfront Plan

MPPDC staff will build on previous efforts to establish a coastal zone-wide Working Waterfronts Plan for Virginia that will serve to guide communities in protecting, restoring and enhancing their water dependent commercial and recreational activities. This plan will help communities with existing water-dependent commercial infrastructure, understand the long-term costs associated with the loss of working waterfronts, develop new policy tools to help them manage the increasing growth pressures, and build capacity to develop working waterfronts as thriving components of local economic development.

- Corresponded with Charity Gavaza, City of Poquoson, and Beth Polak, Virginia Coastal Zone Management Program, to schedule the next meeting of the Working Waterfront Steering Committee in the City of Poquoson on April 14, 2015.
- At the last meeting of the Working Waterfront Steering Committee, there was concern that the public and stakeholder groups did not understand how they could influence public policy changes. Therefore, a chart describing the public process and how citizens can influence public policy process was developed.
- Reviewed the National Working Waterfront Network financing tools for Virginia and added notes to their findings that would apply to Middle Peninsula localities.
- Attended a lecture at Duke University by Paul Greenberg titled American Catch- the fight for our local seafood. Mr. Greenberg described the status of shrimp, oyster, and salmon within the United States. Also during this lecture there was mention of Walking-fish.org which is a community supported fishery (CSF) that consists of 13 fishermen.

- Convened a conference call of the Middle Peninsula, Northern Neck, Accomack/Northampton PDC, and HRPDC Working Waterfront Coalition to discuss the submittal of a proposal to complete the fifth year of working waterfront funding to develop a state wide Working waterfront master plan.
- Continued discussion of the fifth year CZM WWF funding at the Coastal PDC meeting in Petersburg.

Project 32208 Working Waterfront-VIMS

This effort will assist VIMS, Marine Advisory Services in the delineation of prevailing economic, zoning and property ownership directly related to Aberdeen Creek. Investigate any existing institutional impediments or legacy constraints to future redevelopment of a seafood related infrastructure on the Creek.

- Requested an update from Anne Ducey Ortiz, Gloucester County Planning Director to determine if any changes have been made related to land use tools for Aberdeen Creek since the April 2014 completion of the Aberdeen Creek Harbor Master Plan. No policy changes have happened.
- Provided Tom Murray, Marine economist at VIMS with an update on the land use and zoning framework in Aberdeen which will influence the economic impact study results.

TRANSPORTATION

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

Project 30210 Transportation Demand Management (TDM) Services/TDM Plan Update

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. In addition MPPDC staff will update the TDM Six Year Plan with additional funding from DRPT.

- Updated website – www.midpenrideshare.org.
- Convened ACT Telework and Alternative Work Arrangements Council meeting via conference call.
- Received voice mail from Middlesex regarding ride to Henrico. Left voicemail in return requesting additional information.
- Current commuter database – 155.

Project 302101 Transportation Demand Management (TDM) 6 Year Plan Update

MPPDC received funding from DRPT to update its Long Range TDM Plan. DRPT is requesting all TDM agencies update their plan every six years to improve the efficiency and effectiveness of transportation demand programs and services; to serve as a management and policy document for the program; to maximize investment of public funds to achieve the greatest possible public benefit ; and to provide a basis for inclusion of operating and capital programs in planning and programming documents such as the Six Year Improvements Program, Statewide Transportation Improvement Program, Transportation Improvement Program and the Constrained Long Range Transportation Plan.

- Added section on land use planning to draft 6 year plan.

- Facilitated the public meeting held on February 25th for Gloucester Bike plan. The meeting was well attended by Gloucester County staff as well as over 40 residents. The public used maps to identify frequently cycled routes and made notes of their issues and concerns regarding the transportation infrastructure.

Project 30312 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.

- Facilitated the public meeting held on February 25th for Gloucester Bike plan. The meeting was well attended by Gloucester County staff as well as over 40 residents. The public used maps to identify frequently cycled routes and made notes of their issues and concerns regarding the transportation infrastructure.
- Created a pilot bike plan survey for the Gloucester Bike plan update. The survey was explained and tested at the February 25th Bike Plan meeting and was available to Gloucester County residents through survey monkey on March 2nd.
- Provided information to Trent Funkhouser, Essex County Economic Development Coordinator, on technical assistance offered through the Office of Intermodal Planning and Investment to assist localities with designating Urban Development areas.
- Viewed the “Let’s Talk Performance” webinar offered by VDOT on March 16th. The webinar explained how VDOT collected information in its database and how the information is used when analyzing transportation issues in each region.
- Researched and analyzed information regarding the Virginia Street road ending in the Town of Urbanna. Consulted with Joyce McGowan, VDOT Saluda Residency, regarding VDOT’s interest in the road ending. Met with Steven Hollberg, Mayor of Urbanna, to discuss his request for information and preliminary findings.
- Requested and received Essex County Parcel and Zoning data from Timmons Group. The request is a part of a project on the Rural Work Program scope of work which requires a compilation of local parcel information to be forwarded to VDOT.
- Attended the HB2 input session in Fredericksburg, VA on February 25th. The meeting discussed the weighting criteria for determining project funding priorities and requested input from local transportation program administrators.
- Provided information and guidance on the Middle Peninsula Rural Work Program to Susan Simon, Rural Transportation Program Administrator and Economic Development Coordinator for Accomack Northampton Planning District Commission.

ONSITE REPAIR & PUMPOUT

Funding –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.

- Consulted with Martha Lowe, Brooks Law, regarding notice of foreclosure on a Gloucester client's property for which MPPDC holds a deed of trust securing septic loan. Sent letter and claim via fax and certified mail to Atlantic Law Group, LLC documenting loan and grant.
- Closed on loan for Mathews County septic repair.
- Received phone call from King William County homeowner requesting septic repair assistance. Discussed program and current funding and mailed application.
- Consulted with Mathews County homeowner regarding application for septic repair assistance. Homeowner needs to provide repair permit and estimate to determine eligibility and funding that maybe available.
- Consulted with Robin Jones, Bay Aging, regarding IPR program for King William County client.
- 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 15th 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 12th of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.

Note: All WQIF grant funds have been spent and all VRA grant funds have been committed. 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 uncommitted funding – \$1808 loan funds.

30441 Septic Pump-out and Technical Assistance Project

This program, with funding from EPA Chesapeake Bay Implementation Grant through the Department of Environmental Quality, will provide septic pump-out financial assistance to low income homeowners and technical assistance to the Town of Tappahannock and Essex County to develop land use ordinance provisions that address the water quality requirements of Phase III of the Chesapeake Bay Preservation Area Designation and Management Regulations (9VAC25-830.10 – 280).

- Prepared septic pump-out voucher template.
- Sent second memo to area septic haulers announcing funding and requesting participants willing to accept vouchers for 50% cost of septic pump-outs.
- Sent denial letters to 3 applicants explaining that they are ineligible for assistance due to having incomes above the threshold for assistance.
- Completed a draft update to the Essex County Chesapeake Bay local ordinance in compliance with Storm Water Management Act. Discussed proposed changes with Wynn Davis, Essex County Environmental Officer.

- Completed a draft update to the Town of Tappahannock’s Chesapeake Bay local ordinance in compliance with Storm Water Management Act. Discussed the changes and requirements with Jimmy Sydnor, Assistant Town Manager.

- Septic Pumpout as of March 17, 2015

Applications Mailed	72
Approved Vouchers	27
Completions	00

Pumpouts by County

Essex	06
Gloucester	02
King and Queen	01
King William	16
Mathews	00
Middlesex	02

ECONOMIC DEVELOPMENT

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

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.

- Reviewed project budget in CAMS system. There appear to be discrepancies in the budget between the contract and the CAMS system. Also noted that the last reimbursement request was denied. Follow-up is needed.
- Met with Troy Hartley, Director of Virginia Sea Grant and Mo Lynch, Director for the Tidewater Resource and Development Council to explore opportunities to implement the proposed work program under the DHCD University Partnership Planning Grant.
- Coordinated with Delegate Keith Hodges to convene a meeting of the Middle Peninsula Mayors and Chairs Caucus to discuss the formation of a regional strategy to address economic development into the future.

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.

- Updated the Draft MOU, Revenue/expense sharing agreements, Implementation plan, and Administrative Framework with the comments from the MPBA Board at the February 20, 2015 meeting.
- Began drafting the Final Report to the EDA for Grant number: 01-86-14411. The Final Report is due 30 on April 30, 2015.

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.

- Consulted with Essex County client regarding principle balance and vehicle title on truck held in collateral. As client has repaid 75% of loan balance, MPPDC would be willing to release lien on vehicle if requested. Balance remaining \$3253.
- Met with representatives from Williamsburg SCORE and Marcie Posey, Economic Development Specialist, SBA, to discuss provision of small business education program and technical assistance to Middle Peninsula entrepreneurs and small business owners. SCORE will provide a business workshop in the fall if MPPDC will cost share for advertising/promotion costs. MPPDC can provide boardroom and meeting space to SCORE volunteers. SCORE will get back with more information on the program for the workshop. If the workshop demonstrates demand for services, SCORE would consider providing technical assistance in the region on a regular basis.
- Consulted with Elizabeth Faudree, C&F Bank, regarding Business Beyond Banking Program which C&F partners with SCORE in the Williamsburg area and the potential to provide TA to Middle Peninsula small businesses if a program can be established.
- 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 15th 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 12th of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.

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 30106 Middle Peninsula Regional Jail Flash Freeze Feasibility Study

The Middle Peninsula Regional Jail Authority will use funds from the USDA RBEG program to contract with the Middle Peninsula Planning District Commission (MPPDC) to conduct a feasibility study to evaluate whether, and to what degree, the Middle Peninsula Regional Security Center, local economies, and small scale emerging farms across the Middle Peninsula can benefit from a flash freezing produce program. The feasibility study will assist with exploring and addressing both the infrastructure and capital needs for establishing a freezing program as well as the larger community implications of supporting and enhancing economic growth and community vitality.

- Posted the Request for Proposals for the flash freeze produce feasibility study on February 24, 2015.
- Participated in a phone conference with Sam Speedie, Virginia Produce Project Manager; Allie Hill, Home Grown Virginia; and Robert Lane, VTech Extension Specialist, Seafood Engineer to discuss the Virginia Produce project being conducting by the Local Food Hub. With a focus on supplying the senior population in the Charlottesville area with nutritional food, the Virginia Produce project is looking at establishing a flash fresh program to accomplish this. Therefore, many of lessons learned

from their project to-date are transferable to the MPPDC project. However, the biggest take away is to understand the types and amount of products available and what are the available markets.

- Participated in a conference call hosted by Alaska Sea Grant Fisheries Extension Network that aimed to discuss community cold storage, kitchens, and small-scale processors designed to help fishing communities access new markets; what works and what doesn't.
- Developed a draft evaluation document that will be used to evaluate the proposals received through the RFP.
- Consulted with William "Bill" Gillette, Retired State Agri Business Manager, about possible Virginia Tech Food Engineering-Management program's interest in helping with the Flash Freeze feasibility study.

Project 30017 King & Queen Fishing Pier Funding

Provide King & Queen County with a contract for services to prepare and submit grant applications to fund the construction of a fishing pier on the Mattaponi River.

- Received notice from DGIF that the King & Queen County Application for a non-power boating access site to supplement the county's fishing pier project on the Mattaponi has been funded and that a contract agreement needed to be signed. Worked with Tom Swartzwelder, King & Queen County Administrator, to organize the requested information (i.e. site plans and concept drawings), sign and mail the contract agreement to DGIF.

Project 30018 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 meetings of the local government administrators have been shifted away from using local funds).

- Received notice that the ditching proposals submitted to CZM have been approved pending budget and scope amendment.
- Received notice that the CZM proposal for funding for the dock and native landscape at the PAA property, Captain Sinclair Landing has finally been approved.
- Responded to Freedom of Information Act request from Doswell resident regarding all documentation on Tin Can Alley/Route 633 in Mathews County.
- Researched funding opportunities for building and infrastructure improvements for Town of Urbanna facilities. Provided information to Councilman John Gill and Mayor Steve Hollberg regarding available funding for Capital Improvement Projects.
- Provided information to Matt Walker, Middlesex County Administrator, regarding Virginia Department of Health funding opportunity for water infrastructure.
- Discussed concerns with the interpretation of King and Queen County Zoning Ordinance language regarding nonconforming uses.

- Attended Virginia Department of Health funding workshop on March 5th in Windsor, VA. Topics for discussion included types of available funding and the application process.
- Coordinated a date between VIMS, MPPDC, and Old Dominion University to host an upcoming workshop on Real Estate Marketing in Coastal Communities.
- Participated in a conference call called by Senator Mark Warner to update state PDC's on matters important to constituents across Virginia. Discussed Workforce Investment Board legislation; Vocational training needs; and Federal Flood Insurance Reform.
- Attended Congressman Rob Wittman's Environmental Advisory Council meeting held in Tappahannock to discuss matters related to the Middle Peninsula.
- Viewed a webinar presented by National Association of Development Organizations on February 26th explaining the new CEDS Content Guidelines. The webinar provided guidance and insight into CEDS formatting to include content required by the Economic Development Association.

Project 30019 Urbanna Oyster Festival Project

This is a shoreline restoration project for Urbanna Creek that proposes collaboration with the MPPDC, VDOT, Urbanna Oyster Festival Foundation, Christchurch School and VIMS. The project proposes to reduce the amount of sediment and nutrients released into Urbanna Creek caused by an enormous hole underneath the bridge that is allowing ground and surface water runoff from public right of way and private property to deposit into the Creek. The project includes filling the hole and design of a shoreline restoration method.

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.

- Sent letters to 2 clients whose bank accounts have been closed reminding them that the terms of their loans require ACH loan payments from a valid bank account.
- Received catch-up payment for one of the delinquent accounts and ACH authorization for new bank account for remaining payments.
- 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 15th 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 12th of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.

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

Project 31202 Regional Emergency Management Planner

Regional Emergency Planner position housed at the Middle Peninsula Planning District Commission (MPPDC) in Saluda. The Middle Peninsula crosses VDEM Region I&5 boundaries. Position will support local Emergency Coordinators by assisting/coordinating homeland security & disaster response preparedness; Rt. 17 evacuation planning; & resource data collection.

- Attended the 2015 Virginia Emergency Management Symposium "Partnerships - Share the Load" on March 18 - 20, at the Hampton Roads Convention Center. Sponsored by the Virginia Emergency Management Association, the symposium included topics on many emergency management issues including the Middlesex Plane Crash of 2014, the Cherrystone Campground Tornado, an overview of VDEM, THIRA, Search and Rescue, and Threats to the Power Grid. The symposium also included a session on FEMA Region III and Virginia Policy, Program and Issues, by MaryAnn Tierney, FEMA Region III and Dr. Jeff Stern, VDEM State Coordinator.
- Attended the "Getting It Right Workshop" in Newport News on February 24-25. The workshop provided tools and information specifically targeted at emergency managers, lawyers, disability organizations and stakeholders to improve resources and services to older Virginians, Virginians with disabilities, and their families. This workshop encouraged facilitation of full integration and inclusion in all aspects of emergency preparedness and response and educated the audience on how to be in full compliance to avoid litigation as well as how to get involved in your community. The speakers included representatives from FEMA, the American Red Cross, disability stakeholder organizations, and those involved in the recent litigation of the Brooklyn Center for Independence of the Disabled, City of New York.
- Met individually with Emergency Managers to discuss the four deliverables from the SHSG. Those deliverables are: a draft Rt. 17 Evacuation Plan for the Middle Peninsula of Virginia; Regional Resource Typing; Development of a Draft Regional Calendar including training and workshops; and draft Mutual Aid, Automatic Aid, and Standardized Regional Response Agreements. Meetings were held with: Creig Moore, Gloucester County; Greg Hunter, King and Queen County; Chris Bruce, King William County; James Brann, Essex County and Town of Tappahannock; Dave Burns, Mathews County; Mark Nugent, Middlesex County; Chief Bobby Mawyer, Town of West Point; and Holly Gailey, Town of Urbanna.
- Participated in the Gloucester County SHSG Evacuation and Sheltering Meetings on March 2 at the Gloucester County EOC. This meeting is a joint project with Gloucester County, Mathews County, and Middlesex County. There are two separate grants. One for the development of a regional agreement on Evacuation in the lower Middle Peninsula region. The second is for the development of a regional MOU on sheltering evacuees after an incident. At this meeting, Mathews County did not attend and let the steering committee know that they were pulling out of the Sheltering grant at the request of the Mathews County BOS. They will stay involved in the Evacuation grant. The meetings concluded with specific actionable items. Specifically, the Evacuation plan was presented in draft form and will be used as a basis of discussion for a June 24 or 25 Evacuation Workshop to be held in Gloucester County. The Sheltering grant will hold an April 27 workshop in Gloucester County and will engage local, regional, private, non-governmental, and state partners in discussions about the development of a regional sheltering plan.

- Participated in the “Regional Catastrophic Planning Grant Program: A Housing and Recovery Workshop” final planning meeting, on March 9 in Norfolk. The final agenda for the May 14 workshop was developed. The workshop, to be held at Christopher Newport University, is designed to be a discussion-based, scenario driven workshop designed to establish a learning environment for players to consider local housing recovery plans, policies, and procedures and a regional common operation picture as they pertain to emergency response to a category 3 hurricane scenario. National speakers will discuss real-time situations from past events such as Extratropical Storm Sandy, while a local panel of public and private sector housing specialists will explore the housing resources in the region. Creig Moore, Gloucester County, is the Workshop director.

AGENCY ADMINISTRATION

Funding - Indirect cost reimbursements from all PDC projects

300181 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.
- Met with Elizabeth Faudree, C&F Bank Branch Manager, and Anita Hazelwood, C&F Bank Treasury Solutions, regarding banking relationship for next 12 months. Interest on the Sweep Investment Account will remain at 0.4%. Discussed transferring statement savings accounts that house RLF for Weatherization and Business programs to money market accounts with higher interest rates. Also discussed opening money market account for MPCBPAA restricted funds currently in LGIP account.
- Began preparation of FY16 budget.
- Consulted with Barry Faison, Chief Financial Officer/Virginia Retirement System, regarding FY14 Actuarial Report and projected VRS contribution rates.

CLOSED FY15 PROJECTS

Project 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.

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.

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.

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 28th, 2013 using the Department of Housing and Community Development Centralized Application Management System (CAMS).

This Page Left Intentionally Blank