



**MIDDLE PENINSULA  
PLANNING DISTRICT COMMISSION**

**COMMISSIONERS**

**Essex County**  
*Hon. Margaret H. Davis*  
*Hon. John C. MaGruder*  
*Mr. Edwin Smith, Jr.*  
*(Chairman)*

**Town of Tappahannock**  
*Hon. Roy M. Gladding*  
*Mr. James W. Sydnor*

**Gloucester County**  
*Hon. Ashley C. Chriscoe*  
*Mr. J. Brent Fedors*  
*Dr. William G. Reay*  
*Hon. Michael R. Winebarger*

**King and Queen County**  
*Hon. Sherrin C. Alsop*  
*Hon. R. F. Bailey*  
*Mr. Thomas J. Swartzwelder*  
*(Vice-Chairman)*

**King William County**  
*Dr. K. Charles Griffin*  
*Hon. David E. Hansen*  
*Hon. Travis J. Moskalski*  
*Mr. Eugene J. Rivara*

**Town of West Point**  
*Hon. Paul T. Kelley*

**Mathews County**  
*Hon. O. J. Cole, Jr.*  
*(Treasurer)*  
*Mr. Thornton Hill*  
*Hon. Jack White*

**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 17, 2016**

**RE: March Commission Meeting**

The Middle Peninsula Planning District Commission will host its monthly meeting on Wednesday, March 23, 2016 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.

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](mailto:LLawrence@mppdc.com).

I look forward to seeing you on March 23<sup>rd</sup>!

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

**7:00 P.M.**

**Wednesday, March 23, 2016**

**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 February and March
- V. Public Comment

**AGENDA ITEMS FOR DISCUSSION**

- VI. Adoption of 2016 CDBG Regional Priorities
- VII. Update on 2018 Water Supply Plan- 5 Year Update & Local Budget Implications
- VIII. Introduction to Catskills New York: Negotiated Strategy to Balance Economic Development and Environmental Regulations
- IX. General Assembly Discussion
  - a. Stormwater Regulations Update
  - b. Other items
- X. Commission Priorities-2016 Work Program
- XI. Rural Transportation Planning FY17 Scope of Work and Resolution
- XII. Essex Tornado Response Takeaways
- XIII. Other Business
- XIV. Adjournment

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# MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

January 27, 2016

Saluda, Virginia

## **I. Welcome and Introductions**

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 27, 2016, at 7:00 p.m. MPPDC Treasurer O J Cole, Jr. called the meeting to order and welcomed everyone in attendance.

A special welcome was extended by Treasurer O J Cole, Jr. to new board members John MaGruder, Essex County Board of Supervisor; J. Brent Fedors, Gloucester County Administrator, Dr. William “Willie” Reay, Gloucester County citizen representative, David Hansen, King William County Board of Supervisor; and Jack White, Mathews County Board of Supervisor. New members Mr. R. F. Bailey, King and Queen County Board of Supervisor, and Dr. K. Charles Griffin, King William County Administrator, were not present.

### **Commissioners Present**

Essex County: Margaret “Prue” Davis; Edwin “Bud”, Smith, Jr.;  
John MaGruder  
Gloucester County: J. Brent Fedors, Dr. William “Willie” Reay, Michael  
Winebarger  
King & Queen County: Sherrin Alsop; Thomas “Tom” Swartzwelder  
King William County: David Hansen, Travis Moskalski; Eugene Rivara  
Mathews County: O J Cole, Jr.; Thornton “Tim Hill”, Jack White  
Middlesex County: Trudy Feigum; Wayne Jessie, Sr.; John “Jack” Miller  
Town of West Point: Paul Kelley

### **Commissioners Absent**

Gloucester County: Ashley Chriscoe  
King & Queen County: R. F. Bailey  
King William County: Dr. K. Charles Griffin  
Town of Tappahannock: Roy M. Gladding, James Sydnor  
Town of Urbanna: Steve Hollberg

### **Also in Attendance**

Lewis Lawrence, MPPDC Executive Director  
Beth Johnson, MPPDC Finance Director  
Rose Lewis, MPPDC Secretary  
Harrison Bresee, III, MPPDC Emergency Management Planner  
Jason Perry, RCC, Vice President of Workforce & Community Development  
Ashley Johnson, Rob Marty, Rebekah Vaughan, and Darice Xue-William & Mary  
Public Policy Program Students  
Citizens of the Middle Peninsula and visitor

## **II. Special Election to Fill Officer Vacancies**

MPPDC Treasurer O J Cole said the 2015 elections left two officer vacancies, Chairman and Vice Chairman, on the MPPDC Board. A special election has to be held to fill these vacancies for the remaining unexpired term of six months. Mr. Bud Smith is returning to the MPPDC Board as Essex County's citizen representative.

Treasurer Cole requested nominations from the Board for Chairman of the MPPDC. Eugene Rivara nominated Bud Smith as Chairman of the MPPDC. Jack Miller seconded the motion; motion carried. No other nominations were presented. Jack Miller moved that nominations be closed. Travis Moskalski seconded the motion; motion carried. Jack Miller moved that Bud Smith be elected Chairman of the MPPDC by acclamation; Eugene Rivara seconded the motion; motion carried.

**AYES:** Prue Davis, John MaGruder, Bud Smith, Jr., J. Brent Fedors, Dr. Willy Reay, Michael Winebarger, Sherrin Alsop, Tom Swartzwelder, David Hansen, Travis Moskalski, Eugene Rivara, O J Cole, Jr., Tim Hill, Jack White, Trudy Feigum, Wayne Jessie, Sr., Jack Miller, Paul Kelley

**NAYS:** None

Treasurer Cole requested nominations from the floor for Vice Chairman of the MPPDC. Eugene Rivara nominated O J Cole, Jr. as Vice Chairman of the MPPDC. Mike Winebarger nominated Tom Swartzwelder as Vice Chairman of the MPPDC. No other nominations were presented. Eugene Rivara withdrew his nomination of O J Cole, Jr. as Vice Chairman of the MPPDC to support Tom Swartzwelder as Vice Chairman of MPPDC and have Mr. Cole maintain his position as Treasurer of the MPPDC. Jack Miller moved that nominations be closed. Sherrin Alsop seconded the motion; motion carried. Mike Winebarger moved that Tom Swartzwelder be elected Vice Chairman of the MPPDC by acclamation; Jack Miller seconded the motion; motion carried.

**AYES:** Prue Davis, John MaGruder, Bud Smith, Jr., J. Brent Fedors, Dr. Willy Reay, Michael Winebarger, Sherrin Alsop, Tom Swartzwelder, David Hansen, Travis Moskalski, Eugene Rivara, O J Cole, Jr., Tim Hill, Jack White, Trudy Feigum, Wayne Jessie, Sr., Jack Miller, Paul Kelley

**NAYS:** None

## **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. Travis Moskalski moved that the December Minutes be approved as distributed. Jack Miller seconded the motion; motion carried.

#### **IV. Approval of December Financial Report**

Chairman Smith asked whether there were any questions regarding the December financial report before being approved subject to audit. There were no questions. Chairman Smith requested a motion to approve the December financial report subject to audit. Travis Moskalski moved to approve the December financial report subject to audit. Jack Miller seconded the motion; motion carried.

#### **V. 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:

- ▶ The All-Hazards Mitigation Plan Update has been mailed to the Virginia Department of Emergency Management (VDEM) for review. After the review by VDEM, it will be forwarded to FEMA for their review.
- ▶ Interviewed two Virginia Commonwealth University students interested in internships to conduct an assessment of Middlesex County public access sites. One student is from the Middle Peninsula. The other student is from the Northern Neck. Both are familiar with many of the Middlesex public access sites and are interested in working on the project.
- ▶ Consulted with Joan Salvati, Manager, Local Government Assistance Programs DEQ Water Planning Division, concerning Virginia's Chesapeake Bay Watershed Implementation Phase 3 update and the need for a Middle Peninsula update on the Commonwealth's plan. Ms. Salvati advised that the Secretary of Natural Resources was reviewing a draft 2017 outreach process & work plan schedule. As soon as the Secretary has approved the process and work plan, DEQ will be available for outreach to Middle Peninsula PDC and member local governments.
- ▶ Received notice of HB2 funding proposal and scoring results. Two regional projects advanced: King and Queen Telework Center and Rappahannock Community College project proposals have been recommended for funding. Other Middle Peninsula projects that advanced include projects from Essex, King William, and Gloucester. All Middle Peninsula Local Government Administrators have been notified of project advancement.

- ▶ Consulted with Mike Jenkins, Executive Director for the Bay Consortium Workforce Investment Board, concerning labor and worker training for the proposed Middle Peninsula Regional Jail Flash Freeze facility. Also discussed the possibility of a survey to better understand the labor and worker training needs across the Middle Peninsula.

## **VI. Public Comment**

Chairman Smith opened the meeting for public comments.

- (1) Jason Perry, RCC Vice President of Workforce and Community Development, said Dr. Sissy Crowther, President of RCC, requested he attend the MPPDC Board meeting to extend a heartfelt “thank you” to Executive Director Lewie Lawrence, MPPDC staff, VDOT Saluda Residency Administrator Joyce McGowan, and MPPDC Board for moving forward and submitting the application for HB2 funding to improve the entrance to RCC, Glens Campus.

With there being no other public comments, Chairman Smith closed the public comments period.

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

## **VII. Presentation-The Changing Demographics of Virginia’s Middle Peninsula—William & Mary Public Policy Program**

MPPDC Executive Director Lewis Lawrence said that last month’s meeting packet included the Demographic Trends in the Middle Peninsula sheet and *The Changing Demographics of Virginia’s Middle Peninsula* report.

William & Mary Public Policy Program students Ashley Johnson, Rob Marty, Rebekah Vaughan, and Darice Xue presented an overview of their Middle Peninsula study, data collection and analysis (census data, survey data, and Twin Towns) methodologies, and main areas of concern and recommendations. The study focused on the Millennial generation and persons nearing and at retirement age and their future plans as residents of the Middle Peninsula.

### ▶ Darice Xue (Project Overview)

The study was undertaken as a result of the MPPDC Sea Grant University Partnership Project. Using data from the VEC Community Profile and Middle Peninsula Comprehensive Economic Development Strategy the William & Mary Masters in Public Policy Program students analyzed this data and surveyed Middle Peninsula citizens focusing on high school and community college students, citizens nearing retirement or are retired retirement to look at their needs and concerns about living in the Middle Peninsula.

Ms. Xue said that the demographic survey questions centered on demographic changes, impacts of the regional economy, attractions of the region, population changes, and environmental factors and regulations. The goal of the study was to see how to increase sustainability of Middle Peninsula communities through strategic marketing with an emphasis on what is needed to keep and attract citizens in the area.

▶ Rob Marty (Data Collection and Analysis)

Mr. Marty said the survey included responses from 286 high school students, 85 community college students, and 119 pre/post retirement individuals. The survey findings showed that the Middle Peninsula would be more likely favored if there were more jobs and higher wages. Students also showed an interest in the STEM, medical, and educational fields. Most of the retiree group who responded to the survey want to retire or remain in the Middle Peninsula because of its rural qualities, water access, and safe communities. This is hampered by lack of transportation options, job and business opportunities, and broadband access as well as environmental concerns.

▶ Ashley Johnson (Twin Towns)

Ms. Johnson said many other rural coastal regions similar to the Middle Peninsula show an increase in population growth and per capita growth as opposed to the Middle Peninsula's declining trends. These growth trends show "Main Street Rejuvenation" such as Gloucester County's Main Street, engaging websites such as the Town of Urbanna's website, small business incentives and assistance, and focus on history and natural resources as positive influences on population growth.

▶ Rebekah Vaughan (Main Areas of Concern and Recommendation)

Ms. Vaughan said areas identified during research that may be limiting growth in the Middle Peninsula include poor infrastructure (water, sewer, and especially internet access for Millennials), limited local job opportunities, and lack of a large enough population to support jobs, businesses, and taxes. The largest career growth in the Middle Peninsula is in health care and health care is also a major concern for retirees. Students evidenced interest in healthcare careers so this is an opportunity for the region to pursue. Environmental concerns were also stated such as nuisance flooding, drainage issues, increased regulations, and increasing flood insurance rates.

Ms. Vaughan said recommendations for the Middle Peninsula and its localities to consider include: (1) Middle Peninsula residents prefer to remain, so remove obstacles; (2) increase awareness of life on the Middle Peninsula to draw new residents; (3) develop retirement communities (with access to healthcare); (4) provide improved internet access and network coverage (i.e. King and Queen County's broadband provisions); and (5) pursue small business incentives/development opportunities.

Discussion was held regarding the survey findings, education in the Middle Peninsula, and entrepreneurs in the Middle Peninsula.

Mr. Jack Miller complimented the Public Policy team on an excellent presentation and study of the Middle Peninsula. Mr. Miller suggested that MPPDC Executive Director Lewis Lawrence send a letter of appreciation to William & Mary Public Policy Program applauding the work of the students. Mr. Jason Perry invited the Public Policy team to share their findings with the community college students and staff.

### **VIII. Stormwater Regulations Update**

MPPDC Executive Director Lewis Lawrence said there is a concern with HB1250 and SB673 because they do not address the problem that is affecting the “opt out” localities that include the Middle Peninsula known as the “donut hole.” Delegate Hodges has introduced HB1340 to hopefully force a discussion about the issue. There is no final word from DEQ regarding next steps and Mr. Lawrence suggested that localities continue to voice their concerns and support to “opt out.”

Discussion was held regarding stormwater, donut hole, and a bill that will allow increasing rents for certain oyster planting grounds that are within 1,000 feet of shoreline residences in the Virginia Beach area.

### **IX. General Assembly Discussion**

Chairman Smith opened the floor up for discussion of any concerns or issues from the Board.

Discussion was held regarding home builders’ bill and proffers.

### **X. Committee Appointments/OPD & Budget Committee, Nominating Committee, Executive Committee**

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 Tom Swartzwelder
- Treasurer O J Cole, Jr.
- Past Chair, Sherrin Alsop
- Ashley Chriscoe
- Travis Moskalski

Nominating Committee members are:

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

Chairman Edwin Smith, Jr.—Essex County  
Tim Hill—Mathews County  
Wayne Jessie, Sr.—Middlesex County  
Steve Hollberg—Town of Urbanna

Executive Committee members are:

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

Chairman Edwin Smith, Jr.  
Vice Chairman Tom Swartzwelder  
Treasurer O J Cole, Jr.  
Past Chair Sherrin Alsop

**Adoption of Calendar Year Meeting Schedule**

Chairman Smith said the 2016 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 for August.

Chairman Smith requested a motion to adopt the 2016 meeting schedule. Tom Swartzwelder moved to adopt the 2016 meeting schedule. Eugene Rivara seconded the motion; motion carried.

**XI. Middle Peninsula Branding for Economic Development and Tourism**

MPPDC Executive Director Lewis Lawrence said he met with Tim Thompson, a Middlesex County citizen, a few months ago who was interested in support for publishing a monthly magazine focusing primarily on waterfronts, watermen and the culture of the Chesapeake Bay area. Mr. Thompson has met and interviewed local business owners and has developed a magazine called *Chesapeakeville*. Mr. Lawrence said the magazine is well written and encouraged the Middle Peninsula localities to support Mr. Thompson's efforts to bring awareness to the region. Mr. Lawrence suggested that the local tourism departments contact Mr. Thompson and discuss ways to incorporate his magazine to increase tourism in the Middle Peninsula. Mr. Lawrence said that he has contact information for Mr. Thompson. Mr. Thompson could use assistance with business models, social media, and marketing components, but the magazine could serve as a vehicle to increase awareness of the uniqueness of our region and draw visitors to the area.

## **XII. Conflict of Interest Disclosure Guidance**

MPPDC Finance Director Beth Johnson informed the Board that she requested clarification from the Virginia Conflict of Interest and Ethics Advisory Council as to required Disclosure Filings by Commission members and staff. The Virginia Conflict of Interest and Ethics Advisory Council determined that elected and citizen members of Planning District Commissions that “have power to issue bonds or expend funds in excess of \$10,000 in any fiscal year shall file with the Virginia Conflict of Interest and Ethics Advisory Council as a condition to assuming office.” The forms should be filed with the Clerk of the locality in which the Commission has chosen as its principal office. The filing location for the MPPDC elected and citizen members is Middlesex County, P.O. Box 428, Saluda, VA 23149. Each locality should be able to provide proper forms to their appointees to the Commission..

## **XIII. Other Business**

1. MPPDC Executive Director Lewis Lawrence distributed Board member handbooks to newly appointed Board members.
2. MPPDC Executive Director Lewis Lawrence said the VAPDC 2016 winter conference will be held in Richmond on Thursday, February 11<sup>th</sup>, County Government Day and VAPDC Meetings, and Friday, February 12<sup>th</sup>, Federal Reserve Bank of Richmond. A 2016 VAPDC winter conference agenda was distributed. Mr. Lawrence said if any Board members are interested in going, the MPPDC can pay for their registration. If interested in attending, the Commissioners should contact Mrs. Johnson. Mr. Lawrence said Dr. Maurice Lynch will be presented the Robert W Baker Award and Delegate Keith Hodges will be presented the VAPDC Legislator of the Year Award at the conference.

## **XIV. Adjournment**

Chairman Smith requested a motion to adjourn. Sherrin Alsop moved to adjourn the meeting. Jack Miller seconded the motion; motion carried.

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(Secretary)

# Project Financial Report

Middle Peninsula Planning District Commission

Run Date: 02/04/2016  
 Run Time: 4:05:36 pm  
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Period Ending: 01/31/16

		Expenditures						
Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30013	EE&CBG Project	3,894.00	81.72	3,486.43	407.57	89.53%	3,464.53	-21.90
30019	Urbanna Foundation	6,000.00	8.08	6,035.51	-35.51	100.59%	6,000.00	-35.51
30021	Mathews Comp Plan Upd	0.00	600.75	600.75	-600.75	0.00%	0.00	-600.75
30106	MPRJ Flash Freeze Study	90,000.00	-0.41	89,932.96	67.04	99.93%	89,933.37	0.41
30108	Building Collaborative Co	34,275.00	393.52	34,387.83	-112.83	100.33%	31,733.88	-2,653.95
30109	Tidewater RC&D Staff Su	0.00	3,845.33	7,554.19	-7,554.19	0.00%	0.00	-7,554.19
30170	MPBDP FY12 Staff Sup	13,830.00	280.76	16,215.43	-2,385.43	117.25%	18,565.58	2,350.15
30210	FY15 Transportation Dem	20,000.00	20.76	20,257.71	-257.71	101.29%	20,037.57	-220.14
30211	FY16 Transportation Dem	74,000.00	9,931.11	43,165.00	30,835.00	58.33%	43,884.45	719.45
30313	FY16 RTP	72,500.00	6,552.21	38,480.98	34,019.02	53.08%	31,869.38	-6,611.60
30420	Onsite Loan Management	118,932.85	519.41	118,333.72	599.13	99.50%	122,647.62	4,313.90
30423	VCWRFR Onsite Fund	82,500.00	0.00	83,530.21	-1,030.21	101.25%	123,582.44	40,052.23
30502	Water Supply Planning	111,805.89	0.00	111,805.89	0.00	100.00%	196,099.42	84,293.53
31002	GA Lobby FY09	18,247.75	0.00	18,247.75	0.00	100.00%	29,752.25	11,504.50
31201	AHMP Update 2014	130,010.00	3,298.46	103,705.15	26,304.85	79.77%	95,253.06	-8,452.09
31202	Emergency Planner	110,000.00	1,365.12	108,807.23	1,192.77	98.92%	50,462.73	-58,344.50
31203	Emergency Planning 2016	0.00	8,381.34	8,381.34	-8,381.34	0.00%	0.00	-8,381.34
32010	PAA Staff Support	7,000.00	597.01	3,745.08	3,254.92	53.50%	2,332.64	-1,412.44
32011	PAA Altruistic Giving	40,000.00	99.57	40,446.44	-446.44	101.12%	40,000.00	-446.44
32012	PAA Capt Sinclair Impr	39,977.00	52.23	40,077.53	-100.53	100.25%	35,938.36	-4,139.17
32013	DOF Maritime Forest Ca	2,535.00	80.35	620.06	1,914.94	24.46%	147.54	-472.52
32014	Public Access Master Pla	80,000.00	5,564.47	22,344.58	57,655.42	27.93%	7,763.30	-14,581.28
32132	FY15 Coastal TA	43,602.00	0.00	43,661.39	-59.39	100.14%	44,755.21	1,093.82
32133	NFWF Living Shorelines I	222,267.00	3,689.14	41,839.98	180,427.02	18.82%	31,859.27	-9,980.71
32134	309 Ditching	40,000.00	32.55	40,578.26	-578.26	101.45%	40,000.00	-578.26
32135	Coastal TA FY16	60,000.00	5,139.62	20,384.26	39,615.74	33.97%	7,488.85	-12,895.41
32136	Mathews SLR Adapatati	54,687.00	3,746.19	14,468.41	40,218.59	26.46%	7,754.17	-6,714.24
32137	Mathews Ditch Map Data	60,524.00	2,932.27	10,715.06	49,808.94	17.70%	0.00	-10,715.06
32207	Working Waterfronts Pl	50,000.00	47.73	50,948.96	-948.96	101.90%	45,000.00	-5,948.96
32209	WWF State Plan	50,000.00	2,045.82	4,798.96	45,201.04	9.60%	0.00	-4,798.96
38016	FY16_Local_Programs	179,364.00	5,227.40	100,584.03	78,779.97	56.08%	168,266.03	67,682.00
<b>Totals:</b>		<b>1,815,951.49</b>	<b>64,532.51</b>	<b>1,248,141.08</b>	<b>567,810.41</b>	<b>68.73%</b>	<b>1,294,591.65</b>	<b>46,450.57</b>

# Balance Sheet by Category

Middle Peninsula Planning District Commission

Run Date: 2/4/16

Period Ending: 01/31/16

Run Time: 4:08:38 pm

Format: 1 Board

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## Assets:

Cash in Bank	681,316.34
Receivables	216,322.23
Property & Equipment	9,575.28
Deferred Outflows	29,567.00

**Total Assets:**

**\$936,780.85**

## Liabilities:

Accounts Payable	1,676.94
VRA Loan Payables	133,482.44
Payroll Withholdings	-1,013.71
Accrued Leave	51,014.76
Deferred Inflows	31,258.00
Net Pension Liabilities	281,877.00
Cost Allocation Control	261.37

**Total Liabilities:**

**\$498,556.80**

## Equity:

Local Initiatives/Information Resources	72,798.40
Economic Development	-7,858.03
Transportation Programs	-6,112.29
Emergency Management Projects	-66,725.84
Onsite Repair & Pumpout	44,369.02
Housing	-21.65
Coastal Community & Environmental	-55,595.91
Public Access Auth Programs	-15,993.72
Mandates	33,697.33
Temporarily Restricted	188,479.87
General Fund Balance	251,186.87

**Total Equity:**

**\$438,224.05**

**Total Liabilities and Equity**

**\$936,780.85**

**Balance:**

**\$0.00**

## Agencywide R&E by Category

Middle Peninsula Planning District Commission

Run Date: 02/04/2016  
Run Time: 4:09:47 pm  
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Period Ending: 01/31/16  
Format: 1 Agencywide R&E  
With Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Ovr	% Bud
<b>Revenues</b>					
Local Match	0.00	0.00	55,667.93	-55,667.93	0.00%
Local Annual Dues	109,899.00	0.00	109,899.00	0.00	100.00%
Local Other Revenues	3,125.01	0.00	50,595.73	-47,470.72	1,619.06%
Local Other Organizations	44,000.00	51,337.24	78,107.55	-34,107.55	177.52%
State Revenues	135,171.00	37,740.00	102,913.38	32,257.62	76.14%
Federal Revenues	646,836.00	39,363.65	128,542.43	518,293.57	19.87%
Miscellaneous Income	11,250.00	229.42	1,736.44	9,513.56	15.44%
RevolvingLoan Program Income	7,000.00	680.45	43,610.52	-36,610.52	623.01%
<b>Revenues</b>	<b>957,281.01</b>	<b>129,350.76</b>	<b>571,072.98</b>	<b>386,208.03</b>	<b>59.66%</b>
<b>Expenses</b>					
Personnel	457,530.00	47,258.87	315,644.95	141,885.05	68.99%
Facilities	27,963.00	2,219.93	16,696.62	11,266.38	59.71%
Communications	4,050.00	363.72	2,598.42	1,451.58	64.16%
Equipment & Supplies	3,800.00	88.24	13,115.92	-9,315.92	345.16%
Travel	6,879.00	141.29	4,026.33	2,852.67	58.53%
Professional Development	14,950.00	700.20	12,462.87	2,487.13	83.36%
Contractual	279,643.00	5,060.00	117,672.74	161,970.26	42.08%
Miscellaneous	53,156.00	8,700.24	34,629.89	18,526.11	65.15%
Regional Share	0.00	0.00	55,667.93	-55,667.93	0.00%
<b>Expenses</b>	<b>847,971.00</b>	<b>64,532.49</b>	<b>572,515.67</b>	<b>275,455.33</b>	<b>67.52%</b>
<b>Agency Balance</b>	<b>109,310.01</b>	<b>64,818.27</b>	<b>-1,442.69</b>		

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# Project Financial Report

Middle Peninsula Planning District Commission

Run Date: 03/11/2016  
 Run Time: 2:00:17 pm  
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Period Ending: 02/29/16

		Expenditures						
Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30013	EE&CBG Project	3,894.00	76.27	3,562.70	331.30	91.49%	3,506.96	-55.74
30019	Urbanna Foundation	6,000.00	-12.75	6,022.76	-22.76	100.38%	6,000.00	-22.76
30021	Mathews Comp Plan Upd	8,750.00	788.68	1,389.43	7,360.57	15.88%	0.00	-1,389.43
30106	MPRJ Flash Freeze Study	90,000.00	-14.09	89,918.87	81.13	99.91%	89,933.37	14.50
30108	Building Collaborative Co	34,275.00	-163.21	34,224.62	50.38	99.85%	31,733.88	-2,490.74
30109	Tidewater RC&D Staff Su	0.00	111.42	7,665.61	-7,665.61	0.00%	0.00	-7,665.61
30170	MPBDP FY12 Staff Sup	13,830.00	211.00	16,426.43	-2,596.43	118.77%	18,711.25	2,284.82
30210	FY15 Transportation Dem	20,000.00	-32.74	20,224.97	-224.97	101.12%	20,037.57	-187.40
30211	FY16 Transportation Dem	74,000.00	6,264.16	49,429.16	24,570.84	66.80%	43,884.45	-5,544.71
30313	FY16 RTP	72,500.00	5,704.64	44,185.62	28,314.38	60.95%	31,869.38	-12,316.24
30420	Onsite Loan Management	118,932.85	1,344.81	119,678.53	-745.68	100.63%	123,151.62	3,473.09
30423	VCWRFR Onsite Fund	82,500.00	0.00	83,530.21	-1,030.21	101.25%	123,582.44	40,052.23
30424	2016 Septic Pumpout	28,600.00	0.00	0.00	28,600.00	0.00%	0.00	0.00
30502	Water Supply Planning	111,805.89	0.00	111,805.89	0.00	100.00%	196,099.42	84,293.53
31002	GA Lobby FY09	18,247.75	0.00	18,247.75	0.00	100.00%	29,752.25	11,504.50
31201	AHMP Update 2014	130,010.00	2,964.72	106,669.87	23,340.13	82.05%	95,253.06	-11,416.81
31202	Emergency Planner	110,000.00	429.49	109,236.72	763.28	99.31%	50,462.73	-58,773.99
31203	Emergency Planning 2016	154,500.00	10,250.36	18,631.70	135,868.30	12.06%	0.00	-18,631.70
32010	PAA Staff Support	7,000.00	776.51	4,521.59	2,478.41	64.59%	3,745.08	-776.51
32011	PAA Altruistic Giving	40,000.00	-156.96	40,289.48	-289.48	100.72%	40,000.00	-289.48
32012	PAA Capt Sinclair Impr	39,977.00	317.70	40,395.23	-418.23	101.05%	35,938.36	-4,456.87
32013	DOF Maritime Forest Ca	2,535.00	30.50	650.56	1,884.44	25.66%	147.54	-503.02
32014	Public Access Master Pla	80,000.00	5,752.65	28,097.23	51,902.77	35.12%	7,763.30	-20,333.93
32132	FY15 Coastal TA	43,602.00	0.00	43,661.39	-59.39	100.14%	44,755.21	1,093.82
32133	NFWF Living Shorelines I	222,267.00	3,674.36	45,514.34	176,752.66	20.48%	31,859.27	-13,655.07
32134	309 Ditching	40,000.00	-77.35	40,500.91	-500.91	101.25%	40,000.00	-500.91
32135	Coastal TA FY16	60,000.00	6,547.98	26,932.24	33,067.76	44.89%	7,488.85	-19,443.39
32136	Mathews SLR Adapatati	54,687.00	3,720.08	18,188.49	36,498.51	33.26%	7,754.17	-10,434.32
32137	Mathews Ditch Map Data	60,524.00	2,498.50	13,213.56	47,310.44	21.83%	0.00	-13,213.56
32207	Working Waterfronts Pl	50,000.00	-94.49	50,854.47	-854.47	101.71%	45,000.00	-5,854.47
32209	WWF State Plan	50,000.00	2,045.93	6,844.89	43,155.11	13.69%	0.00	-6,844.89
38016	FY16_Local_Programs	179,364.00	5,730.26	106,314.29	73,049.71	59.27%	168,426.58	62,112.29
<b>Totals:</b>		<u>2,007,801.49</u>	<u>58,688.43</u>	<u>1,306,829.51</u>	<u>700,971.98</u>	<u>65.09%</u>	<u>1,296,856.74</u>	<u>-9,972.77</u>

# Balance Sheet by Category

Middle Peninsula Planning District Commission

Run Date: 3/11/16  
Run Time: 2:01:31 pm  
Page 1 of 1

Period Ending: 02/29/16  
Format: 1 Board

## Assets:

Cash in Bank	634,138.13
Receivables	209,056.94
Property & Equipment	9,575.28
Deferred Outflows	29,567.00

### **Total Assets:**

**\$882,337.35**

## Liabilities:

Accounts Payable	1,530.43
VRA Loan Payables	133,482.44
Payroll Withholdings	-801.23
Accrued Leave	51,014.76
Deferred Inflows	31,258.00
Net Pension Liabilities	281,877.00
Cost Allocation Control	2,175.24

### **Total Liabilities:**

**\$500,536.64**

## Equity:

Local Initiatives/Information Resources	66,466.85
Economic Development	-7,871.57
Transportation Programs	-18,048.35
Emergency Management Projects	-77,405.69
Onsite Repair & Pumpout	43,528.21
Housing	-55.49
Coastal Community & Environmental	-74,102.16
Public Access Auth Programs	-21,110.44
Mandates	30,732.61
Temporarily Restricted	188,479.87
General Fund Balance	251,186.87

### **Total Equity:**

**\$381,800.71**

### **Total Liabilities and Equity**

**\$882,337.35**

### **Balance:**

**\$0.00**

## Agencywide R&E by Category

Middle Peninsula Planning District Commission

Run Date: 03/11/2016  
 Run Time: 2:02:10 pm  
 Page 1 of 1

Period Ending: 02/29/16  
 Format: 1 Agencywide R&E  
 With Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Ovr	% Bud
<b>Revenues</b>					
Local Match	0.00	0.00	55,667.93	-55,667.93	0.00%
Local Annual Dues	109,899.00	0.00	109,899.00	0.00	100.00%
Local Other Revenues	3,125.01	0.00	50,595.73	-47,470.72	1,619.06%
Local Other Organizations	44,000.00	1,412.44	79,519.99	-35,519.99	180.73%
State Revenues	135,171.00	0.00	102,913.38	32,257.62	76.14%
Federal Revenues	675,436.00	0.00	128,542.43	546,893.57	19.03%
Miscellaneous Income	11,250.00	210.62	1,947.06	9,302.94	17.31%
RevolvingLoan Program Income	7,000.00	642.03	44,252.55	-37,252.55	632.18%
<b>Revenues</b>	<b>985,881.01</b>	<b>2,265.09</b>	<b>573,338.07</b>	<b>412,542.94</b>	<b>58.15%</b>
<b>Expenses</b>					
Personnel	457,530.00	47,688.22	363,333.17	94,196.83	79.41%
Facilities	27,963.00	3,050.63	19,747.25	8,215.75	70.62%
Communications	4,050.00	374.05	2,972.47	1,077.53	73.39%
Equipment & Supplies	3,800.00	292.81	13,408.73	-9,608.73	352.86%
Travel	6,879.00	384.14	4,410.47	2,468.53	64.11%
Professional Development	14,950.00	1,150.05	13,612.92	1,337.08	91.06%
Contractual	279,643.00	1,183.04	118,855.78	160,787.22	42.50%
Miscellaneous	53,156.00	4,565.50	39,195.39	13,960.61	73.74%
Regional Share	0.00	0.00	55,667.93	-55,667.93	0.00%
<b>Expenses</b>	<b>847,971.00</b>	<b>58,688.44</b>	<b>631,204.11</b>	<b>216,766.89</b>	<b>74.44%</b>
<b>Agency Balance</b>	<b>137,910.01</b>	<b>-56,423.35</b>	<b>-57,866.04</b>		

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# Middle Peninsula Planning District Commission



## MPPDC General Fact Sheet

### WHAT IS MPPDC?

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

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

### BACKGROUND

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

### WHAT DOES MPPDC DO?

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

### HOW ARE DECISIONS MADE AT MPPDC?

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

### QUICK FACTS

#### Region at Glance

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

➤ 888,064 Acres of Land

➤ 90,826 People

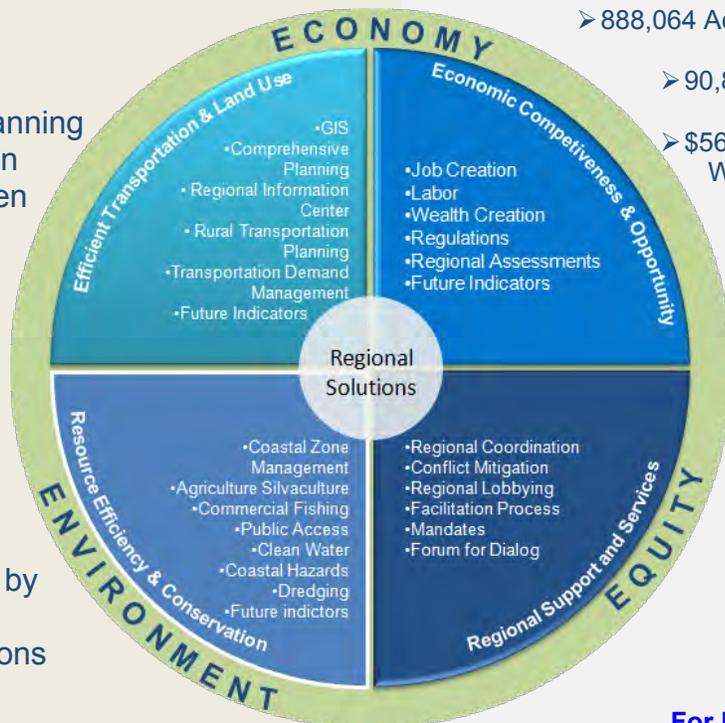
➤ \$567 Average Weekly Wage (State=\$952)

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

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

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	<b>\$0.86</b>	\$0.25	<b>\$3.75</b>	\$35/\$25 Vehicle tax
Gloucester	3%	Bonus for lower scale employees only	None	<b>\$0.65</b>	None	<b>\$2.95</b>	
King and Queen	0%		None	<b>\$0.54</b>	None	<b>\$3.94</b>	
King William	2%		\$0.03	<b>\$0.82</b>	None	<b>\$9.65</b>	
Mathews	2%		\$0.07	<b>\$0.54</b>	\$0.05	<b>\$3.70</b>	
Middlesex	2%	Step Inc. w/ evaluation; No COLA	\$0.05	<b>\$0.53</b>	None	<b>\$3.50</b>	

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

## MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

### Staff Activities Service Summary of Regional Progress

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

### Report on Mandated Initiatives

Locality	Water Supply Plan Support Staff: Lewie Lawrence Start Date: 7/2008 Completion Date: 6/2011		All-Hazards Mitigation Plan Update Support Staff: Jackie Rickards Start Date: 1/2014 Completion Date: 12/2016	
	<i>Participating</i>	<i>Current Status</i>	<i>Participating</i>	<i>Current Status</i>
	Essex	✓	Found Compliant	✓
Gloucester	NA	NA	✓	Under review by FEMA
King & Queen	✓	Found Compliant	✓	Under review by FEMA
King William	✓	Found Compliant	✓	Under review by FEMA
Mathews	✓	Found Compliant	✓	Under review by FEMA
Middlesex	✓	Found Compliant	✓	Under review by FEMA
Town of Tappahannock	✓	Found Compliant	✓	Under review by FEMA
Town of West Point	✓	Found Compliant	✓	Under review by FEMA
Town of Urbanna	✓	Found Compliant	✓	Under review by FEMA

## 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 –FY165 Coastal Technical Assistance	\$30,000	Funded
Environmental	NFWF TA Service Provider	n/a	Approved
Economic Dev	DHCD – BCC – Middle Peninsula Regional Economic Development Organization	\$18,750	Funded
Economic Dev	VA Coop. Ext. – SET Grant – Capacity Building for Economic Development	n/a	Awarded
Environmental	CZM – Flooding and Sea Level Rise	\$14,792	Funded
Environmental	CZM – MP Public Access Master Plan	\$40,000	Funded
Environmental	CZM – Ditch Mapping Database – Mathews	\$60,524	Funded
Environmental	CZM – Working Waterfronts – State Plan	\$50,000	Funded
Environmental	VDOF -Virginia Trees for Clean Water – Capt Sinclair Maritime Forest Edge Demo Garden	\$1,350	Funded
Environmental	DEQ/VRA – Virginia Water Facilities Revolving Fund	\$200,000	Funded
Economic Dev	USDA – Farmers Market Sustainability Initiative	\$77,537	Not Funded
Environmental	USDA Rural Development Housing Preservation Grant – Septic Repairs	\$106,800	Not Funded
Emergency Mgmt	VDEM – Homeland Security Amateur Radio Coordination Workshops	\$25,000	Funded
Emergency Mgmt	VDEM – Homeland Security Regional Emergency Planner	\$52,500	Funded
Emergency Mgmt	VDEM – Homeland Security Regional Shelter Partner List and MOUs	\$25,000	Funded
Emergency Mgmt	VDEM – Homeland Security THIRA for Mathews and Middlesex	\$21,500	Funded
Emergency Mgmt	DCJS - :“Sink or Swim” Drug Abuse Prevention Marketing Campaign	\$75,000	Not Funded
Emergency Mgmt	VDEM – Homeland Security THIRA for King William, King and Queen and Essex	\$31,000	Funded
Emergency Mgmt	Dominion Foundation – Prescription & Drug Abuse – Habitat for Humanity Glouc/Mat	\$49,735	Not Funded
Environmental	DEQ – Septic Pumpout	\$38,023	Funded
Environmental	DEQ – NPS Septic Repair grants to homeowners	\$200,000	Submitted
Environmental	CZM – ECO PAA Dragon Run	\$40,000	Submitted
Environmental	CZM – Regulations	\$40,000	Submitted
MPCBPAA	VEE – Land Acquisition Assistance	\$12,000	Funded
MPCBPAA	Chesapeake Bay Restoration Fund – Education & Marketing for Land Donations	\$1500	Funded

## MPPDC ACRONYMS

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

**Middle Peninsula Planning District Commission  
Executive Director's Report of Regional Progress  
February 16, 2016**

**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 13 years +)

**Congressman Robert Wittman's Fisheries Advisory Committee and Environmental Advisory Committee** (MPPDC Staff 6 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 7 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 concerned with promoting telework and providing telework information and technical assistance to employers (MPPDC Staff 8 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 10 years)

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

**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)

**Bio Solid-Industrial Residual Regulatory Advisory Panel** – The purpose of this panel is the development of regulatory amendments needed to implement the provisions of House Bill 1364 and Senate Bill 1413 related to fees for the land application of industrial wastes and reimbursement for compliance monitoring conducted by local governments

**Hurricane Evacuation Coordination Workgroup** - The Hurricane Evacuation Coordination Workgroup is comprised of state and local emergency representatives tasked with finding solutions to fill in the gaps in the Commonwealth's and Locality's plans to respond to a Major Hurricane Evacuation.

**Shelter Location Identification Subcommittee of the Hurricane Evacuation Coordination Workgroup** -local and state experts tasked with identifying state and local shelter locations that can meet the needs of individuals with access and functional needs. A recent federal court ruling indicates that prior knowledge of shelter locations allows for more complete personal preparedness planning

**Shelter Staffing Subcommittee of the Hurricane Evacuation Coordination Workgroup** -local and state experts tasked with recommending solutions to alleviate staffing limitations in emergency shelters

**Living Shorelines Funding VCWRLF Workgroup** – The purpose of this workgroup is to formulate program authorized by General Assembly to establish a revolving loan fund to encourage installation of living shorelines.

**Stormwater Advisory Group** – DEQ stakeholder process to consider ways to streamline and consolidate current Stormwater and erosion and sediment control programs to achieve greater consistency and efficiency while protecting the environment and identify statutory changes prior to 2016 GA session.

**Eastern Virginia Groundwater Management Advisory Committee (EVGMAC) Workgroup #2B** – EVGMAC is charged with assisting the State Water Commission and DEQ in developing, revising and implementing a management strategy for groundwater in Eastern Virginia Groundwater Management Area. Group #2B will identify trading options and programs used in other states; evaluate how trading programs might help with future growth and development, and individual and regional solutions; and evaluate feasibility, data needs, cost and possible participants.

## MPPDC Staff and Contact Information

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

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

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

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

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

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

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

Contact Info: [mmanghan@mppdc.com](mailto:mmanghan@mppdc.com) (804) 758-2311x28

Programs: *Rural Transportation Planning, Local Community Planning Assistance, Economic Development*

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

Contact Info: [hbresee@mppdc.com](mailto: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](mailto:jrickards@mppdc.com) (215) 264-6451 cell

Programs: *Environmental Programs, Graphic Arts*

### **Secretary: Rose Lewis**

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

Programs: *Septic Pumpout Assistance, Commuter Transportation Customer Service, 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.*

- Gathered the 10 public comments received about the Plan and organized the comments in a single document that was presented to the Local Planning Team at their January 26, 2016 meeting.
- Hosted a WebEx meeting of the Local Planning Team on January 26, 2016. Agenda items consisted of reviewing feedback from Virginia Department of Emergency Management, public comments about the plan, the remaining timeline of the project, and gathering dates for when localities plan to represent the All-Hazards Mitigation Plan to their BOS.
- Updated the *Local Mitigation Plan Review Tool* for VDEM and FEMA. This Plan Review Tool demonstrates how the mitigation plan meets the regulation in 44 CFR §201.6 and offers States and FEMA Mitigation Planners an opportunity to provide feedback to the community. This was submitted to VDEM and FEMA in conjunction with the All Hazards Mitigation Plan.
- Added information about elevation and acquisition projects from Gloucester County to the All Hazards Mitigation Plan (AHMP).
- As the All Hazards Mitigation Plan (AHMP) 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, section feedback from localities is due, and the localities that have provided feedback (marked with an "X").

SECTION	TITLE	Status	Counties						Towns		
			Essex	Mathews	Middlesex	King William	King & Queen	Gloucester	West Point	Urbanna	Tappahannock
1	Intro	Completed 3/24/2015	X	X	X	X	X	X	X	X	X
2	Planning Process	Completed 12/1/2015	X	X	X	X	X	X	X	X	X
3	Community Profile	Completed 2/20/2015	X	X	X	X	X	X	X	X	X
4	Hazard Identification	Completed 6/19/2015	X	X	X	X	X	X	X	X	X
5	Risk Assessment Analysis (HAZUS)	Completed 5/27/2015	X	X	X	X	X	X	X	X	X
6	Capability Assessment	Completed 12/7/2015	X	X	X	X	X	X	X	X	X
7	Review of 2010 Strategies	Completed 12/7/2015	X	X	X	X	X	X	X	X	X
8	Mitigation Goals, Objects and Strategies	Completed 7/22/2015	X	X	X	X	X	X	X	X	X
9	Implementation Plan	Completed 12/7/2015	X	X	X	X	X	X	X	X	X
10	Plan Adoption	Completed 11/09/2015	X	X	X	X	X	X	X	X	X
11	Plan Maintenance	Completed 11/23/2015	X	X	X	X	X	X	X	X	X
12	Appendices	Completed 12/07/2015	X	X	X	X	X	X	X	X	X

- Below is an updated timeline of the remainder of the AHMP Update project. The checked boxes indicate that the task that has been completed:
  - 12/4/2015 – Finish Draft of Report
  - 12/15/2015 – Committee finishes plan review; MPPDC makes changes
  - 12/16/2015 - Send final draft to VDEM for a 30 day review
  - 12/16/2015 – 1/14/2016 – Public Comment Period; MPPDC staff posts draft on MPPDC website and sends copies of draft to local libraries
  - 1/5/2016 – Public Meeting in MPPDC Boardroom, Saluda, VA
  - 1/6/2016 – Public Meeting in King & Queen Library Branch, St. Stephen’s Church, VA
  - 1/15/2016 - MPPDC staff collects public comments and sends to Steering Committee.

- ☑ 1/26/2016 - MPPDC staff hosts a phone conference to review:
  - Public comments and gather feedback.
  - Gather dates from localities regarding when presentations to BOS and/or public outreach will be given.
- ☑ MPPDC staff makes recommended changes.
- ☐ 1/29/2016 – 3/30/2016 - MPPDC staff sends final plan to FEMA for a 60 day review. During this time localities should consider hosting public outreach meetings and/or presenting the plan to the BOS. VDEM recommends that each locality adopt the plan after FEMA reviews and approves the plan. Therefore adoption of this plan will most likely take place in April or May 2016. *Please note that the 2010 Middle Peninsula Natural Hazards Plan expires May 2016 therefore the 2016 plan should be adopted no later than May 2016 in order to stay compliant with the National Flood Insurance Program.*

## INFORMATION RESOURCES/ASSISTANCE

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

- Updated [www.mppdc.com](http://www.mppdc.com) website – meeting notices, reports, news releases, public comment notices.

## 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.
- Prepared and submitted 2015 1099s to IRS.

### **Project 32013 PAA Maritime Forest Edge Demonstration Garden**

*The Captain Sinclair’s Recreational Area, 100 acres with approximately 1 mile of waterfront on the Severn River in Gloucester County, VA, was a gift to the Middle Peninsula Chesapeake Bay Public Access Authority. The MPCBPAA is partnering with the Middle Peninsula Planning District Commission (MPPDC) to develop an overall use plan for the property compatible with the existing natural coastal landscape. An area of approximately 14,000 square feet to the northwest of the main house has been delineated by the Army Corps of Engineers as nontidal wetlands. This area is adjacent to the area utilized for parking. This project funded by the Virginia Department of Forestry will provide protection for that sensitive area by converting the mowed lawn/parking area into a demonstration Maritime Forest Edge garden. Approximately 400 seedlings will be planted in the area to provide a small Maritime Forest Edge demonstration garden for viewing by visitors to the site.*

### **Project 32014 Middle Peninsula Public Access Master Plan**

*MPPDC staff will develop a Middle Peninsula Public Access Master Plan. This plan will help Middle Peninsula localities and the general public to understand local and regional public access accomplishments and current policies, and the tools and policies that have been implemented. This plan will also provide as clear direction for the future of public access in the region.*

- Drafted articles for the *Gazette Journal*, *Southside Sentinel*, and the *Rappahannock Times* to remind citizens that the Middlesex County Public Access Survey is still open. To date, 47 citizens have taken the survey. The survey is available on the Middlesex County website or can be directly accessed by using the following link: <https://www.surveymonkey.com/r/MiddlesexPublicAccess>. The survey will close March 31, 2016.
- Collected and organized public policy from Essex, Gloucester, Mathews, King William, King and Queen, and Middlesex Counties, as well as, the Towns of Tappahannock, Urbanna and West Point.
- Developed spreadsheets of public access sites within each locality and asked localities to identify any amenities and the owner of each site. This will be inserted in the Public Access Master Plan under development.

### **Project 32132/32135 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.*

- Researched Virginia Legislative Code for regulations regarding the use of tidal and/or nontidal wetlands for credits in establishing a Wetlands Mitigation Credit Program in the Middle Peninsula through a funding opportunity through the USDA.
- Contacted Brenda Winn, Senior Program Coordinator with DEQ, regarding information on whether there is a need for wetland mitigation credits in and around the Tidewater region. The information will be used to assessment the need for establishing a Wetland Mitigation Banking Program in the Middle Peninsula region.
- Attended DEQ's Storm Water Plans Review course February 9-11 in Hampton. The course provided training on the legislative requirements for the storm water management program, the plans review process, and DEQ non propriety best management practice strategies.
- Discussed public waterfowl hunting opportunities with a citizen interested in registering to use the Captain Sinclair Recreational Area in Gloucester.
- Consulted with Larry Land, Virginia Association of Counties, concerning stormwater legislation (HB 1250 and SB 673), as well as, Delegate Keith Hodges' effort to address stormwater regulations for land disturbances under 1 acre in size.
- Consulted with Dr. Willy Reay, Director for the Chesapeake Bay National Estuarine Research Reserve in Virginia, to request a bibliography of the current science within the Chesapeake Bay and tributaries documenting the science behind sea level rise and climate change impacts.
- Consulted with Steve Hollberg, Mayor, Urbana Town concerning Comprehensive Plan updates and the possibility of contracting for technical planning services.

- Consulted with Curt Smith, Director of Regional Planning for the Accomack- Northampton PDC, concerning public access infrastructure design concerns to account for sea level rise and the expenditure of public dollars. Discussed the need to research alternative designs. Much of the pier building is based on antiquated designs, with ridged structures anchored to the bottom.
- Consulted with a reporter from the Department of Game and Inland Fisheries interested in doing a story on public water fowl hunting and regulations under which hunters must operate.
- Discussed water use conflict issues with Tony Watkinson, Chief of Habitat at the Virginia Marine resource Commission. Explored questions centered on local land use and taxing authority.
- Agreed to participate in a public meeting called by the Department of Game and Inland Fisheries at the Tabb Memorial Library to discuss maintenance, design and use concerns for public infrastructure owned and operated by DGIF.
- Discussed GIS data technical limitations of the HAZUS model for natural disaster planning with Christine Tomlinson, Center for Coastal resource Management VIMS. VIMS is interested in organizing data sets to improve the output of the model.
- Consulted with Gayle Belfield, Town Manager for Tappahannock (Ret), concerning various tools available to encourage economic growth within Tappahannock. Set date to meet with Town Council members to further explore options.
- Consulted with Heather Mackey, Department of Environmental Quality, concerning State Water Resource Plan and local issues and updates. Working to find a future date for DEQ staff to attend and present the plan and approach for updated the Middle Peninsula portion of the plan.
- Convened Local Government Administrators Meeting. Dr. Ted Tweel, District Director of Three Rivers Health District, came to the meeting to discuss the local government agreements, settlements, and FY17 budget requests recently sent to local administrators. Discussion of funding formulas, minimum required funding, Virginia Code, changes in services, regional health department office. County Administrators would like to meet with 3 Rivers staff to discuss their individual agreements, settlement statements and FY17 budget requests. Administrators also discussed local school budgets and budget process.
- Attended Social Coast Forum in Charleston, SC. Attended sessions on Integrating Social Science and Coastal Management; Engaging Stakeholders and Building Partnerships; Communicating Climate Change to the Public; Vulnerability, Principles, Legal Issues and Other Considerations of Social Vulnerability;; Risk Communication Practices Around Natural Hazards.

### **Project 32133 NFWF Living Shorelines**

*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.*

- Construction of living shoreline structure is complete.

#### **Project 32136 Coastal Zone Management Sea Level Rise**

*The purpose of this project is to provide planning options to be considered by rural coastal local governments in the Middle Peninsula to assist with mitigating the impacts of flooding and sea level rise in coastal communities. Using Mathews County as the pilot location, the project will identify and explore planning and development techniques that may be implemented at the local level to encourage and steer development to properties located outside of high risk flood hazard areas. The project will also provide information on how local government-acquired land may be leveraged to encourage more elevations or relocations by commoditizing protected lands in high hazard areas.*

- Collected and analyzed information received from Mathews County Building Department on development permit issuance and development trends in Mathews County over the past five years to determine what impact development has had on recurrent flooding in Mathews County communities.
- Received responses from the Mathews Planning Commission on questions related to flooding and sea level rise. The Planning Commission expressed divergent views on most questions. Staff will continue discussions to find agreement points that can be used to shape future discussion.
- Developed a demographic chart of population change in Mathews County for discussion with the Mathews Planning Commission.

#### **Project 32137 Mathews Ditch Map Database**

*Building on the NFWF Ditching project in Mathews County, MPPDC staff in contract with Draper Aden Associations will continue reducing the information gap between stakeholders and those tasked with repairing the drainage system. First, maps will be created to identify ditch locations in the target areas using associated parcel information using Mathews County tax parcel maps overlapped with aerial imagery to provide information on ditch and channel locations. Additionally Virginia Coastal Policy Clinic will conduct research, compile deeds and easement documents that identify ditch ownership responsibility, easement rights and other interests in the roadside and outfall ditches. Finally a database will be designed for the organization and illustration of legal records for property owners of failing ditches.*

- Consulted with Roy Hoagland, co-director of the Virginia Coastal Policy Clinic concerning a midterm report on legal findings of ditch ownership. April was offered as the anticipated delivery date for the report.
- Additional elements of the project are on hold until a full and comprehensive understanding of the legal issues is reported.

**Project 32209 Virginia Working Waterfront Master Plan and 2<sup>nd</sup> Virginia Working Waterfront Summit**

*MPPDC staff will work with the Northern Neck PDC and Hampton Roads PDC to develop a Virginia Working Waterfronts coastal zone-wide plan that will serve to guide communities in protecting, restoring and enhancing their water-dependent commercial and recreational activities.*

- Began drafting the Middle Peninsula chapter for the Working Waterfront Plan.
- Received a draft from Don McCann regarding the State of the Commonwealth of the Working Waterfront Plan. This document has been filed and will be sent to Neal Barber for inclusion in the Plan.
- Project timeline:

Timeline for the Development of the Virginia Working Waterfronts (WWF) Plan and the 2 <sup>nd</sup> WWF Summit in 2016.												
January	February	March	April	May	June	July	August	September	October	November	December	
<ul style="list-style-type: none"> <li>• PDC's will work on their Chapter for the WWF Plan</li> <li>• Don will work on the State of the Commonwealth Chapter for the Plan</li> </ul>			<ul style="list-style-type: none"> <li>• Neal will assemble the WWF Plan and write the plan's introduction, conclusion as well as chapter on working waterfront resiliency.</li> <li>• PDCs will begin to share individual chapters to their Commission and participating localities.</li> </ul>		PDCs will share the completed Virginia WWF Plan with Commissions and participating localities. Seek plan adoption by the Commission and recommend that localities adopt plan as well.			Slip month if time is needed.	Plan Symposium – secure sponsors and speakers		VCPC will host the Symposium the first week of Dec	

- Received a draft copy of the State of the Commonwealth Working Waterfront report from Donald McCann, Marine Advisory Services staff located at VIMS. Also discussed issues related to boat tax and the loss of revenue locally and how localities are supposed to fill any shortfall in tax revenue by zeroing the tax on watercraft. Explored the concept of revenue sharing agreements with private businesses to back stop the lost revenue should indirect and induced revenue not materialize.

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

**Project 30211 Transportation Demand Management (TDM) Services**

*This program assists local commuters and employers with transportation issues. The main emphasis is on lowering the number of single occupancy vehicle commutes within and from the Middle Peninsula region through marketing and promotion of the program through local media and provision of ride matching services to commuters. In addition MPPDC staff will update the TDM Six Year Plan with additional funding from Virginia Department of Rail and Public Transportation (DRPT).*

- Assisted a commuter with traffic information on February 10, 2016. Commuter was driving to Richmond and was concerned about the accidents and road closures due to an unexpected morning snow storm. Advised commuter that the interstate was not closed after West Point, but that SR 249 in New Kent had two accidents closing west bound traffic.

- Updated website – [www.midpenrideshare.org](http://www.midpenrideshare.org).
- Prepared and submitted FY17 grant proposal to Virginia Department of Rail and Public Transportation. Included request for additional funding for bus wrappers as well as billboards to promote services to Middle Peninsula commuters.
- Consulted with Ken Pollok, Director of Bay Transit, regarding bus wrappers. Consulted with Mike Stephens, Bay Transit regarding bus wrapper designs, costs, and availability of buses. Wrappers will be placed on buses operating in all 6 Middle Peninsula counties and the Town of West Point.
- Consulted with Marc Felton, Lamar Advertising, regarding billboard renewal.
- Current commuter database – 133

### **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.*

- Coordinated and hosted Local Planners Meeting on February 17<sup>th</sup>. Topics of discussion included Chesapeake Bay activities by Joan Salvati Manager, Local Government Assistance Programs DEQ - Water Planning Division.
- Researched legislative updates for distribution and discussion.
- Contacted Rural Transportation Program Managers in Northern Neck, Rappahannock Rapidan Regional, Richmond Regional, and Northern Shenandoah Valley Regional Planning Commission for research on local planners meeting procedures, implementation of the Rural Work Program requirements, and upcoming Rural Transportation Committee meeting.

### **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.*

- Submitted 2015 Virginia Water Quality Improvement Fund – Nonpoint Source grant application to provide grant funding for septic repairs. Proposal requests \$200,000 of which \$183,500 is for direct grants to homeowners. This is a 50/50 match program. \$183,500 of matching funds will be provided from the MPPDC Septic Repair RLF and the remainder from local match funds and/or the general fund. This is the historic source for the majority of grant funds provided to homeowners by this program.
- Consulted with Rodney Hathaway, New Kent County Administrator. In 2014 the Commission approved idea of offering assistance to New Kent County low-mod homeowners for septic repairs. New Kent County is interested in pursuing this. If the NPS grant is approved, staff will work with New Kent County to formulate details of how to incorporate New Kent homeowners into the program and how New Kent will assume risk of offering loans to their citizens.

- Consulted with Martha Shickle, Executive Director of Richmond Regional PDC (RRPDC), regarding offering assistance to New Kent County residents for septic repairs. New Kent County is a member of RRPDC.
- Received application from Gloucester County homeowner for septic repair assistance. Homeowner included estimate from unlicensed contractor. Requested estimate from 1 or more licensed contractors before considering application.
- Executed ACH loan payments for septic loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients' bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 15<sup>th</sup> of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12<sup>th</sup> 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 – \$196,086 loan funds.***

## ECONOMIC DEVELOPMENT

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

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

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

- Received pay-off for Gloucester small business loan and note from borrowers thanking MPBDP for allowing them to follow their dream of owning their own business.
- Executed ACH loan payments for MPBDP loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients' bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 15<sup>th</sup> of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12<sup>th</sup> of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.

### **Project 30108 Building Collaborative Communities (BCC) Grant**

*This project, with funding from the Virginia Department of Housing and Community Development (DHCD), is a collaborative effort with regional and local, public and private stakeholders to create an organizational structure with the capacity and resources to lead regional economic development initiatives in the Middle Peninsula. The project will seek to provide education, training and outreach to local officials on regional economic development partnerships, re-establish the Tidewater Resource Conservation and Development Council, update the River County Economic Development study, as well as draft policies, bylaws and a conceptual work plan for the newly created economic development organization.*

- On behalf of MPPDC, Neal Barber attended the Virginia Economic Development Partnership (VEDP) meeting to give VEDP Directors an opportunity to learn about the challenges of rural coastal communities and economic development.
- Provided an update to all Middle Peninsula local government administrators on the legislative status of Go –Virginia. It appears the General Assembly is proposing to use PDC boundaries to form “Super Regions” for funding distribution for economic development initiatives. Regional Comprehensive Economic Development Strategy (CEDS) plans and other regional economic development planning documents will serve as the starting point for Go-Virginia projects. It is important that the Middle Peninsula, Northern Neck and Eastern Shore join together to advocate for a rural Eastern Coastal Virginia “Super Region” if we are to be able to take advantage of this opportunity. If these areas are combined with more urban areas we will not be able to successfully compete for funding or assistance.

#### 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 (MPRJA) 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.*

#### **Project 30021 Mathews County Comprehensive Plan Update**

*Middle Peninsula Planning District Commission will provide technical assistance to Mathews County in updating the Mathews County 2030 Comprehensive Plan and Mathews County Zoning Code. 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.*

- Compiled, researched, and updated demographics and other statistical data in the Population and Housing Section of the Comprehensive Plan.

#### **Project 380161 Local & Regional Technical Assistance**

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

- Attended the USDA Distant Learning and Telemedicine and the Community Connect Grant Workshop in Richmond on January 8<sup>th</sup>.
- Consulted with L’Vent Lassiter, DEQ, regarding status of MPPDC Septic Pumpout grant application status. Proposals were supposed to have been reviewed and notices of funding sent by 11/16/15 with contracts to begin on 1/1/16.
- Received notice that MPPDC’s proposal for funding to assist low-mod Middle Peninsula homeowners to comply with septic pumpout requirements has been approved at 75% of the funding requested. Awaiting contract.

### **Project 30109 Tidewater RC&D Staff Support**

*The Tidewater RC&D Council, Incorporated is a 501(c)(3) corporation organized to provide leadership, initiative and direction in development of a plan for the orderly development and utilization of the Middle Peninsula/Northern Neck regions' human and natural resources. With loss of federal support, the Northern Neck members opted to retire from the Council. The Middle Peninsula members desired to continue the organization and requested MPPDC to provide staff support and act as their fiscal agent. Tidewater RC&D's resources were divided and 40% was transferred to the Northern Neck Planning District Commission, Inc.*

## **HOUSING**

### **Funding –Housing Loan Program Income**

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

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

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

## **EMERGENCY SERVICES**

### **Funding - Pending**

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

### **Project 31202/31203 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 1&5 boundaries. Position will support local Emergency Coordinators by assisting/coordinating homeland security & disaster response preparedness; Rt. 17 evacuation planning; & resource data collection.*

- Participated in the VDEM Region East (regions 1, 2, 5, 7 – the Middle Peninsula is part of Regions 1 and 5) weather conference call on January 20. The call provided a thorough discussion on the weather forecast (major winter storm) and its expected impacts on the region.
- Participated in a series of mass care coordination conference calls, starting on Friday, January 21, with the Virginia Emergency Operations Center (VEOC) (*ESF 6 – Mass Care*) during the VEOC activation for “Winter Storm Jonas”. The calls were at 10 a.m. every day for the duration of the storm (4 days). The purpose of the mass care coordination calls is to:

- Identify concerns, needs and issues related to mass care - including but not limited to - sheltering, bulk resource distribution, pet sheltering, access and functional needs, feeding, emergency first aid, case management, reunification, housing, behavioral health, other human services, and provision of emergency services/other needs assistance.
- Facilitate and update information sharing.
- Work collaboratively to solve issues and meet needs.
- Identify ways we can support your response.

While some shelters were opened in Central Virginia, no localities in the Middle Peninsula opened shelters for the storm.

- Met with MP/NN Emergency Managers and VDEM representatives in Tappahannock to discuss the lessons learned from Winter Storm Jonas. There were two major points of discussion: 1. The Virginia National Guard (VNG) was deployed to several coastal counties at the request of Emergency Manager's. The deployment involved staging several teams with High Water Vehicles (HWV) due to the coastal flooding risk. This deployment went smoothly. 2. VDEM and the Localities agreed that the information shared between and among the parties was done in a meaningful and timely fashion, but that the number of conference calls was excessive, making it difficult for the Localities to concentrate on managing the severe weather threat locally. Also at the meeting, a representative from Team Rubicon spoke. Team Rubicon is a national group of retired and active military personnel who can be activated to provide disaster recovery support such as demolition, tree removal, etc.
- Scheduled a Middle Peninsula Emergency Manager's meeting for February 22 at the MPPDC Board Room. The agenda includes: A review of accomplishments from 2015; a discussion of the projects planned for 2016, including a discussion of the Letter of Agreement between the MPPDC and the Localities; and a discussion of the grant opportunities for the following year in areas of Dam Safety, Virginia Hazard Mitigation, Hazardous Materials (HAZMAT), and Homeland Security (HSGP).

## AGENCY ADMINISTRATION

Funding - Indirect cost reimbursements from all PDC projects

### **Project 300181 MPPDC Administration**

*Administrative services provided to MPPDC programs. Planned FY16 Indirect Cost rate =49.8%.*

- Prepared vouchers, processed A/P, processed payroll, processed deposits and balanced bank accounts. Prepared MPPDC monthly financial statements.
- Reviewed FY15 VRS Actuarial Report. As anticipated, MPPDC's employer rate has gone down substantially from 10.5% to 5.48% for FY17 & FY18.
- Prepared and submitted 2015 1099s and W2s.

**Project 32011 Public Access Authority Giving**

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

**Project 32134 Drainage and Roadside Ditching Authority**

*To build on past efforts, MPPDC staff explored 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 addressed the policy questions and created a framework for Drainage and Roadside Ditching Authority that can be scalable to the local or regional level depending on the need.*

**Project 32207 Working Waterfront Plan**

*MPPDC staff built 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.*

- Updated the final report with more specific information about Mr. Pruitt's meetings with County staff and administration, the 12 stressors of Working Waterfronts as identified by localities, and a memo sent by MPPDC staff to coastal zone localities to share the 12 identified stressors and policy tools that may address the stressors. This final report was resubmitted to the Virginia Coastal Zone Management Program.

**Project 320101 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.*

**Project 32012 PAA Captain Sinclair Improvements**

*The MPCBPAA is partnering with the MPPDC to develop an overall use plan for the Captain Sinclair's Recreational Area 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 to enhance the coastal landscape around the project site and an educational exhibit on native plants in the main house.*

# 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

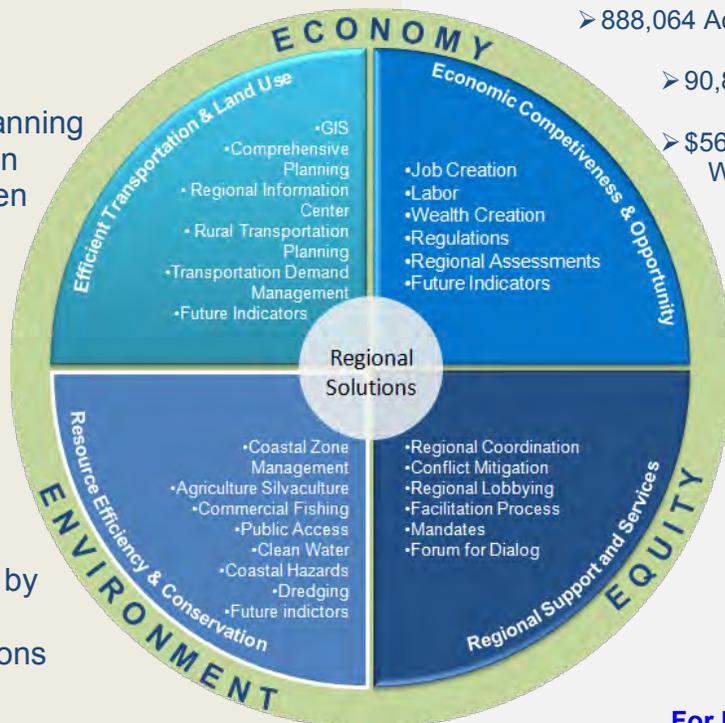
➤ \$567 Average Weekly Wage (State=\$952)

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

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

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	<b>\$0.86</b>	\$0.25	<b>\$3.75</b>	\$35/\$25 Vehicle tax
Gloucester	3%	Bonus for lower scale employees only	None	<b>\$0.65</b>	None	<b>\$2.95</b>	
King and Queen	0%		None	<b>\$0.54</b>	None	<b>\$3.94</b>	
King William	2%		\$0.03	<b>\$0.82</b>	None	<b>\$9.65</b>	
Mathews	2%		\$0.07	<b>\$0.54</b>	\$0.05	<b>\$3.70</b>	
Middlesex	2%	Step Inc. w/ evaluation; No COLA	\$0.05	<b>\$0.53</b>	None	<b>\$3.50</b>	

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

## MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

### Staff Activities Service Summary of Regional Progress

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

Report on Mandated Initiatives				
Locality	Water Supply Plan Support Staff: Lewie Lawrence Start Date: 7/2008 Completion Date: 6/2011		All-Hazards Mitigation Plan Update Support Staff: Jackie Rickards Start Date: 1/2014 Completion Date: 12/2016	
	Participating	Current Status	Participating	Current Status
Essex	✓	Found Compliant	✓	Under review by FEMA
Gloucester	NA	NA	✓	Under review by FEMA
King & Queen	✓	Found Compliant	✓	Under review by FEMA
King William	✓	Found Compliant	✓	Under review by FEMA
Mathews	✓	Found Compliant	✓	Under review by FEMA
Middlesex	✓	Found Compliant	✓	Under review by FEMA
Town of Tappahannock	✓	Found Compliant	✓	Under review by FEMA
Town of West Point	✓	Found Compliant	✓	Under review by FEMA
Town of Urbanna	✓	Found Compliant	✓	Under review by FEMA

## 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 –FY165 Coastal Technical Assistance	\$30,000	Funded
Environmental	NFWF TA Service Provider	n/a	Approved
Economic Dev	DHCD – BCC – Middle Peninsula Regional Economic Development Organization	\$18,750	Funded
Economic Dev	VA Coop. Ext. – SET Grant – Capacity Building for Economic Development	n/a	Awarded
Environmental	CZM – Flooding and Sea Level Rise	\$14,792	Funded
Environmental	CZM – MP Public Access Master Plan	\$40,000	Funded
Environmental	CZM – Ditch Mapping Database – Mathews	\$60,524	Funded
Environmental	CZM – Working Waterfronts – State Plan	\$50,000	Funded
Environmental	VDOF -Virginia Trees for Clean Water – Capt Sinclair Maritime Forest Edge Demo Garden	\$1,350	Funded
Environmental	DEQ/VRA – Virginia Water Facilities Revolving Fund	\$200,000	Funded
Economic Dev	USDA – Farmers Market Sustainability Initiative	\$77,537	Not Funded
Environmental	USDA Rural Development Housing Preservation Grant – Septic Repairs	\$106,800	Not Funded
Emergency Mgmt	VDEM – Homeland Security Amateur Radio Coordination Workshops	\$25,000	Funded
Emergency Mgmt	VDEM – Homeland Security Regional Emergency Planner	\$52,500	Funded
Emergency Mgmt	VDEM – Homeland Security Regional Shelter Partner List and MOUs	\$25,000	Funded
Emergency Mgmt	VDEM – Homeland Security THIRA for Mathews and Middlesex	\$21,500	Funded
Emergency Mgmt	DCJS - :“Sink or Swim” Drug Abuse Prevention Marketing Campaign	\$75,000	Not Funded
Emergency Mgmt	VDEM – Homeland Security THIRA for King William, King and Queen and Essex	\$31,000	Funded
Emergency Mgmt	Dominion Foundation – Prescription & Drug Abuse – Habitat for Humanity Glouc/Mat	\$49,735	Not Funded
Environmental	DEQ – Septic Pumpout	\$28,600	Funded at reduced rate
Environmental	DEQ – NPS Septic Repair grants to homeowners	\$200,000	Submitted
Environmental	CZM – ECO PAA Dragon Run	\$40,000	Approved
Environmental	CZM – Regulations	\$40,000	Not Funded
Environmental	CZM – Coastal Technical Assistance – FY17	\$30,000	Submitted
MPCBPAA	VEE – Land Acquisition Assistance	\$12,000	Funded
MPCBPAA	Chesapeake Bay Restoration Fund – Education & Marketing for Land Donations	\$1500	Funded

## MPPDC ACRONYMS

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

**Middle Peninsula Planning District Commission  
Executive Director's Report of Regional Progress  
March 14, 2016**

**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 13 years +)

**Congressman Robert Wittman's Fisheries Advisory Committee and Environmental Advisory Committee** (MPPDC Staff 6 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 7 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 concerned with promoting telework and providing telework information and technical assistance to employers (MPPDC Staff 8 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 10 years)

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

**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)

**Bio Solid-Industrial Residual Regulatory Advisory Panel** – The purpose of this panel is the development of regulatory amendments needed to implement the provisions of House Bill 1364 and Senate Bill 1413 related to fees for the land application of industrial wastes and reimbursement for compliance monitoring conducted by local governments

**Hurricane Evacuation Coordination Workgroup** - The Hurricane Evacuation Coordination Workgroup is comprised of state and local emergency representatives tasked with finding solutions to fill in the gaps in the Commonwealth's and Locality's plans to respond to a Major Hurricane Evacuation.

**Shelter Location Identification Subcommittee of the Hurricane Evacuation Coordination Workgroup** -local and state experts tasked with identifying state and local shelter locations that can meet the needs of individuals with access and functional needs. A recent federal court ruling indicates that prior knowledge of shelter locations allows for more complete personal preparedness planning

**Shelter Staffing Subcommittee of the Hurricane Evacuation Coordination Workgroup** -local and state experts tasked with recommending solutions to alleviate staffing limitations in emergency shelters

**Living Shorelines Funding VCWRLF Workgroup** – The purpose of this workgroup is to formulate program authorized by General Assembly to establish a revolving loan fund to encourage installation of living shorelines.

**Stormwater Advisory Group** – DEQ stakeholder process to consider ways to streamline and consolidate current Stormwater and erosion and sediment control programs to achieve greater consistency and efficiency while protecting the environment and identify statutory changes prior to 2016 GA session.

**Eastern Virginia Groundwater Management Advisory Committee (EVGMAC) Workgroup #2B** – EVGMAC is charged with assisting the State Water Commission and DEQ in developing, revising and implementing a management strategy for groundwater in Eastern Virginia Groundwater Management Area. Group #2B will identify trading options and programs used in other states; evaluate how trading programs might help with future growth and development, and individual and regional solutions; and evaluate feasibility, data needs, cost and possible participants.

## MPPDC Staff and Contact Information

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

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

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

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

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

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

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

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

### **Secretary: Rose Lewis**

Contact Info: [rlewis@mppdc.com](mailto:rlewis@mppdc.com) (804) 758-2311x21  
Programs: *Septic Pumpout Assistance, Commuter Transportation Customer Service, 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.*

- Attended the Local Government Administrators meeting where the Water Supply Plan was discussed. According to Virginia Department of Environmental Quality, the next water supply plan for the region needs to be updated by December 2018.
- Consulted with Heather Mackey, Department of Environmental Quality- Water Supply Planning Division, concerning the State Water Resource Plan and the Middle Peninsula schedule for updating the regional plan due to DEQ in 2018. Coordinated for presentation with the local government administrators meeting to discuss the update.

### **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.*

- Below is an updated timeline of the remainder of the AHMP Update project. The checked boxes indicate that the tasks have been completed:
  - 12/4/2015 – Finish Draft of Report
  - 12/15/2015 – Committee finishes plan review; MPPDC makes changes
  - 12/16/2015 - Send final draft to VDEM for a 30 day review
  - 12/16/2015 – 1/14/2016 – Public Comment Period; MPPDC staff posts draft on MPPDC website and sends copies of draft to local libraries
  - 1/5/2016 – Public Meeting in MPPDC Boardroom, Saluda, VA
  - 1/6/2016 – Public Meeting in King & Queen Library Branch, St. Stephen’s Church, VA
  - 1/15/2016 - MPPDC staff will collect public comments and send to Steering Committee.
  - 1/26/2016 - MPPDC staff will also host a phone conference to review:
    - Public comments and gather feedback.
    - Gather dates from localities regarding when presentations to BOS and/or public outreach will be given.
  - MPPDC staff will make recommended changes.
  - 1/29/2016 – 3/30/2016 - MPPDC staff sent final plan to FEMA for a 60 day review. During this time localities should consider hosting public outreach meetings and/or presenting the plan to the BOS. VDEM recommends that each locality adopt the plan after FEMA reviews and approves the plan. Therefore adoption of this plan will most likely take place in April or May 2016. Please note that the 2010 Middle Peninsula Natural Hazards Plan expires May 2016 therefore the 2016 plan should be adopted no later than May 2016 in order to stay compliant with the National Flood Insurance Program.

- The Draft 2016 AHMP is currently under review by FEMA.
- As the All Hazards Mitigation Plan (AHMP) 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, section feedback from localities is due, and the localities that have provided feedback (marked with an “X”).

SECTION	TITLE	Status	Counties						Towns		
			Essex	Mathews	Middlesex	King William	King & Queen	Gloucester	West Point	Urbanna	Tappahannock
1	Intro	Completed 3/24/2015	X	X	X	X	X	X	X	X	X
2	Planning Process	Completed 12/1/2015	X	X	X	X	X	X	X	X	X
3	Community Profile	Completed 2/20/2015	X	X	X	X	X	X	X	X	X
4	Hazard Identification	Completed 6/19/2015	X	X	X	X	X	X	X	X	X
5	Risk Assessment Analysis (HAZUS)	Completed 5/27/2015	X	X	X	X	X	X	X	X	X
6	Capability Assessment	Completed 12/7/2015	X	X	X	X	X	X	X	X	X
7	Review of 2010 Strategies	Completed 12/7/2015	X	X	X	X	X	X	X	X	X
8	Mitigation Goals, Objects and Strategies	Completed 7/22/2015	X	X	X	X	X	X	X	X	X
9	Implementation Plan	Completed 12/7/2015	X	X	X	X	X	X	X	X	X
10	Plan Adoption	Completed 11/09/2015	X	X	X	X	X	X	X	X	X
11	Plan Maintenance	Completed 11/23/2015	X	X	X	X	X	X	X	X	X
12	Appendices	Completed 12/07/2015	X	X	X	X	X	X	X	X	X

- Draft resolution to adopt the AHMP was sent to the Town of Urbanna upon request. Mr. John Gill, Urbanna Planner, was also supplied with an information sheet regarding the changes make to the plan. This information may be used by the Town to present the AHMP to the Town Council.

- Attended a webinar hosted by FEMA, regarding the addition of Climate Resiliency Mitigation as a priority under their Hazard Mitigation Assistance Funding Program. For more information visit: [http://www.fema.gov/media-library-data/1424983165449-38f5dfc69c0bd4ea8a161e8bb7b79553/HMA\\_Guidance\\_022715\\_508.pdf](http://www.fema.gov/media-library-data/1424983165449-38f5dfc69c0bd4ea8a161e8bb7b79553/HMA_Guidance_022715_508.pdf).

## INFORMATION RESOURCES/ASSISTANCE

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

- Updated [www.mppdc.com](http://www.mppdc.com) website – meeting notices, reports, news releases, public comment notices.

## 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.*

- Convened the February bi-monthly meeting of the Middle Peninsula Chesapeake Bay Public Access Authority. Discussed project updates from the Captain Sinclair Recreation area, on-line reservation system use, and the Mathews Heritage Park Conditional Use Permit.
- Consulted with Mark West of Premier Heating and Air Services, LLC, concerning control board for the air handling unit at the brick rancher located on the Corduroy at the Captain Sinclair’s Recreational Area.
- Prepared vouchers, processed A/P, reconciled bank statements. Prepared monthly financial statements.
- Coordinated with an Essex County resident interested in donating waterfront land for recreation to the Middle Peninsula Chesapeake Bay Public Access Authority. Set a meeting date and coordinated with The PAA Essex County representative.

### **Project 32013 PAA Maritime Forest Edge Demonstration Garden**

*The Captain Sinclair’s Recreational Area, 100 acres with approximately 1 mile of waterfront on the Severn River in Gloucester County, VA, was a gift to the Middle Peninsula Chesapeake Bay Public Access Authority. The MPCBPAA is partnering with the Middle Peninsula Planning District Commission (MPPDC) to develop an overall use plan for the property compatible with the existing natural coastal landscape. An area of approximately 14,000 square feet to the northwest of the main house has been delineated by the Army Corps of Engineers as nontidal wetlands. This area is adjacent to the area utilized for parking. This project funded by the Virginia Department of Forestry will provide protection for that sensitive area by converting the mowed lawn/ parking area into a demonstration Maritime Forest Edge garden. Approximately 400 seedlings will be*

*planted in the area to provide a small Maritime Forest Edge demonstration garden for viewing by visitors to the site.*

- Ordered seedlings, tree protectors, and equipment.
- Scheduled planting for March 26<sup>th</sup>. Either Gloucester Rowing Team or Gloucester H.S. Field Hockey Team will provide volunteers.

#### **Project 32014 Middle Peninsula Public Access Master Plan**

*MPPDC staff will develop a Middle Peninsula Public Access Master Plan. This plan will help Middle Peninsula localities and the general public to understand local and regional public access accomplishments and current policies, and the tools and policies that have been implemented. This plan will also provide as clear direction for the future of public access in the region.*

- Organized policy tools that the Middle Peninsula Chesapeake Bay Public Access Authority has utilized to manage their properties.
- Monitored participation in the Public Access Survey for Middlesex County. Currently 85 citizens have participated in the survey.
- Received an update from the two VCU Urban and Regional Planning students who are conducting independent site reviews of several Middlesex County publicly owned public access sites.
- Collected spreadsheets about public access sites from all localities, except Gloucester County. Gloucester has decided to conduct a more comprehensive study of public access sites within their jurisdiction that will help improve the County's information and communication problem with regards to public access sites. Carol Steele, Director of Gloucester Department of Parks, Recreation and Tourism, has been in recent contact with MPPDC staff to provide updates.
- Reviewed the draft regional public access plan that MPPDC staff worked on in 2010. Began to design the cover and worked to edit some of the content. Also created a list of information gaps.
- Contacted the *Rappahannock Times* to publish an article about donating land to the Middle Peninsula Chesapeake Bay Public Access Authority.
- Added a Family Outdoor Gathering Area to the Middle Peninsula Chesapeake Bay Public Access Authority Reservation site. This area is a portion of the Captain Sinclair property that is now available for picnics, birthday parties, and small gatherings on a ½ day or full day basis.

#### **Project 32132/32135 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.*

- Attended DEQ's Stormwater Program Administrators Certification Course on February 25<sup>th</sup> in Newport News. The course focused on the roles and responsibility of the Stormwater Program Administrator and a legislative overview of the program requirements.
- Researched and solicited input from local planners on proposed stormwater, zoning, and land use legislation currently in the General Assembly to be discussed at local planners meeting on March 23<sup>rd</sup>.

- Attended the Local Government Administrators meeting where the Water Supply Plan was discussed. According to Virginia Department of Environmental Quality, the next water supply plan for the region needs to be updated by December 2018.
- Consulted with Heather Mackey, Department of Environmental Quality- Water Supply Planning Division, concerning the State Water Resource Plan and the Middle Peninsula schedule for updating the regional plan due to DEQ in 2018. Coordinated for presentation with the local government administrators meeting to discuss the update.
- Consulted with Joyce McGowan, VDOT Saluda District Resident Engineer, concerning Route 691 Gordon's Mill Rd Bridge closure in Essex County. The Middle Peninsula Chesapeake Bay Public Access Authority is in negotiations with an adjacent landowner interested in donating land for recreational use to the Access Authority.
- Consulted with Robert Crockett of Advantus Strategies concerning nontidal wetland mitigation bank requirements and the eligibility for local governments to construct, operate, and manage a wetlands bank.
- Attended Congressman Rob Wittman's Environmental Advisory Council meeting held in Tappahannock, Virginia. The meeting is intended to provide updates on matters impacting the First Congressional District.
- Received notification from Roy Hoagland, Director of the Virginia Coastal Policy Law Center at the College of William and Marry, that the Dean of the Law School has approved the Center as a facilitator for Delegate Keith Hodges' special committee to be called to address stormwater consolidation statutory issues impacting non MS4 Chesapeake Bay Act Jurisdictions, as well as, state wide Erosion and Sediment and Control issues.
- Consulted with a Mathews County resident interested in knowing more about revenue collected by the Department of Game and Inland Fisheries for Virginia boat registrations. The citizen was interested in knowing where the funds are spent and if some of the revenue could be used for dredging. Followed up with Delegate Keith Hodges and requested information on how DGIF handles boat registration fees.
- Consulted with a Middlesex County resident interested in knowing the history behind dredging of Jackson Creek and how the Commonwealth of Virginia handles beneficial spoils for local dredging projects.
- Consulted with several Middle Peninsula local government administrators concerning the Virginia Department of Health, Three Rivers Health District budget request and the history behind formation of the Three Rivers Health District. Invited Deputy Commissioner Bob Hicks to attend the March Local Government Administrators meeting to explain the minimum funding requirements under which Three Rivers Health District operates.
- Consulted with Garrett Gee, law student at the College at William & Mary, concerning the process which the Middle Peninsula Chesapeake Bay public Access Authority is using to leverage donated land value as match against other federal and state grants. Mr. Gee is doing a research paper on the unique approach developed by the Authority.

- Met with a New Kent County resident who is a junior at Virginia Tech interested in volunteering for an environmental policy internship. Discussed several potential research projects. The student will review the material provided and advise on interest.
- Consulted with a Gloucester County resident who owns property on the North River who is concerned about investing in improvements in her waterfront home them if sea level rise is happening at such a rate as to offset the link of the investment necessary and the cost for the improvements.
- Consulted with Chris Davis, President of Ready Brief. Mr. Davis has questions concerning the living shoreline legislation introduced by Delegate Keith Hodges and the tax incentive legislation introduced by Delegate Keith Hodges.
- Consulted with Kale Browne, *Virginia Wildlife* Reporter, doing a story on waterfowl blind regulations. Ms. Browne was interested in how the Public Access Authority manages public water fowl hunting areas.
- Consulted with Katie Register, Professor at Longwood College, concerning marine debris removal and Delegate Hodges' budget amendment to fund derelict vessel removal.

### **Project 32133 NFWF Living Shorelines**

*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.*

- Consulted with Donna Milligan, VIMS Shoreline Studies, regarding final report and invoice.
- Consulted with Kyran Belfield, NFWF, regarding project extension. Made formal project extension request via Easygrants. Due to delays at the state level, the Living shoreline revolving loan program has yet to be approved by the State Water Control Board. Also, the homeowner who had expressed interest in receiving financial assistance through the pilot program dropped out. Extending the project will allow for finalization of MPPDC's Living Shoreline Incentive Program design and assistance to one or more homeowners for installation of private living shoreline project(s).
- Reached out to VIMS and VMRC regarding living shoreline projects with approved permits that have not been installed to see if the homeowners are interested in financing through the MPPDC LSIP pilot program. Names of 2 homeowners – 1 in Gloucester County and 1 in Middlesex County were identified.

- Received and reviewed Captain Sinclair Landing Shoreline Management Plan prepared by Shoreline Studies Program at VIMS.

### **Project 32136 Coastal Zone Management Sea Level Rise**

*The purpose of this project is to provide planning options to be considered by rural coastal local governments in the Middle Peninsula to assist with mitigating the impacts of flooding and sea level rise in coastal communities. Using Mathews County as the pilot location, the project will identify and explore planning and development techniques that may be implemented at the local level to encourage and steer development to properties located outside of high risk flood hazard areas. The project will also provide information on how local government-acquired land may be leveraged to encourage more elevations or relocations by commoditizing protected lands in high hazard areas.*

- Analyzed results of the Mathews County Planning Commission survey and used information to highlight and explain various planning and financial tools available to advance the goals and priorities identified in the Planning Commission survey.
- Developed talking points for use at the March Mathews Planning Commission meeting focusing on the general results of the survey.
- Provided Jim Robinson, Chairman of the Mathews County Planning Commission, with access to the Thimble Shoals Tide Station, as well as, the Virginia Employment Commission economic profiles for Mathews County.

### **Project 32137 Mathews Ditch Map Database**

*Building on the NFWF Ditching project in Mathews County, MPPDC staff in contract with Draper Aden Associates will continue reducing the information gap between stakeholders and those tasked with repairing the drainage system. First, maps will be created to identify ditch locations in the target areas using associated parcel information using Mathews County tax parcel maps overlapped with aerial imagery to provide information on ditch and channel locations. Additionally Virginia Coastal Policy Clinic will conduct research, compile deeds and easement documents that identify ditch ownership responsibility, easement rights and other interests in the roadside and outfall ditches. Finally a database will be designed for the organization and illustration of legal records for property owners of failing ditches.*

- Set a meeting with Carolyn Howard, Vice President/Regional Manager Site Planning and Engineering Division for Draper Aden Associates, to discuss the design for a database to manage land use records associated with ditch ownership and maintenance

### **Project 32209 Virginia Working Waterfront Master Plan and 2<sup>nd</sup> Virginia Working Waterfront Summit**

*MPPDC staff will work with the Northern Neck PDC and Hampton Roads PDC to develop a Virginia Working Waterfronts coastal zone-wide plan that will serve to guide communities in protecting, restoring and enhancing their water-dependent commercial and recreational activities.*

- Drafted the Middle Peninsula chapter for the Working Waterfront Plan. The Chapter has gone through an internal review and updates to the chapter will be made prior to submission.
- Discussed the Working Waterfront Initiative and 2016 CZM Proposal with Beth Polak, Virginia Coastal Zone Management Program. Specific deliverables were reviewed and more questions were posed. Questions will be answered at the March 14<sup>th</sup> FY2016-2020 Cumulative and Secondary Impacts Stakeholder Steering Committee Meeting.

- Organized a spreadsheet of public access locations within the Middle Peninsula Region. This information will be used to update the Coastal Gems database.
- Worked with Todd Sperling, Virginia Marine Resource Commission, to gather a list of Commercial Leases and Permits obtained by rural coastal PDC (MPPDC, NNPDC, AN-PDC) citizens. This list was forwarded to the Northern Neck and Accomack Northumberland County.

Project timeline:

Timeline for the Development of the Virginia Working Waterfronts (WWF) Plan and the 2 <sup>nd</sup> WWF Summit in 2016.													
January	February	March	April	May	June	July	August	September	October	November	December		
<ul style="list-style-type: none"> <li>• PDC's will work on their Chapter for the WWF Plan</li> <li>• Don will work on the State of the Commonwealth Chapter for the Plan</li> </ul>			<ul style="list-style-type: none"> <li>• Neal will assemble the WWF Plan and write the plan's introduction, conclusion as well as chapter on working waterfront resiliency.</li> <li>• PDCs will begin to share individual chapters to their Commission and participating localities.</li> </ul>			PDCs will share the completed Virginia WWF Plan with Commissions and participating localities. Seek plan adoption by the Commission and recommend that localities adopt plan as well.			Slip month if time is needed.	Plan Symposium – secure sponsors and speakers			VCPC will host the Symposium the first week of Dec

- Corresponded with Roy Hoagland, Co-Director of the Virginia Coastal Policy Clinic (VCPC), and confirmed that the 2<sup>nd</sup> Working Waterfront Summit will be merged with the VCPC's annual conference. Currently MPPDC staff are waiting for a date.

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

**Project 30211 Transportation Demand Management (TDM) Services**

*This program assists local commuters and employers with transportation issues. The main emphasis is on lowering the number of single occupancy vehicle commutes within and from the Middle Peninsula region through marketing and promotion of the program through local media and provision of ride matching services to commuters. In addition MPPDC staff will update the TDM Six Year Plan with additional funding from Virginia Department of Rail and Public Transportation (DRPT).*

- Updated website – [www.midpenrideshare.org](http://www.midpenrideshare.org).
- Received phone call from Bay Transit customer regarding carpool from Topping in Middlesex County to Gloucester Courthouse area. No match available.
- Bus wrappers are up on buses in all 6 counties.
- Convened ACT Telework Council meeting via conference call. Sent minutes from last year to new ACT Executive Director.

- Provided support letter to Ken Pollok, Director of Bay Transit, for grant application for additional Middlesex County bus.
- Met with Jen Haynes, WXGM Radio, to update radio spot.
- Attended VTRANS Multimodal Transportation Plan webinar.
- Current commuter database – 136

### **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.*

- Provided information and a request to Local Planners soliciting local projects for the FY2017 Rural Work Program (RWP).
- Discussed adding road ending research and downtown sidewalk improvements as projects for the FY 2017 RWP with John Shaw, Mathews County Director of Planning.
- Discussed adding software and licensure as an appropriate expenditure to the rural work program with Craig Van Dussen, VDOT Fredericksburg District Manager.
- Drafted the FY 2017 Rural Work Program and resolution for presentation at the March 23<sup>rd</sup> Planning Commission meeting.
- Viewed a webinar on VTrans Needs Assessment and Recommendations on March 3<sup>rd</sup> regarding the needs formulation and outreach process.
- Coordinated the March 23<sup>rd</sup> Local Planners meeting which includes VDOT Fredericksburg representatives presenting on the FY2017 Rural Work Program.

### **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 Gloucester County client regarding 2015 interest paid, pay-off amount, and early pay-off requirements of grant funding.
- Received phone call from Middlesex County homeowner regarding septic problems. Directed her to website for application package.
- Consulted with a Middlesex County homeowner regarding the septic repair program.
- Consulted with a Gloucester County homeowner regarding septic repair program.

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

*Note: 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 – \$196,086 loan funds.***

### **Project 30424 Septic Pumpout and Ordinance Review**

*This project will provide financial assistance to 110-130 low income Middle Peninsula homeowners to comply with Chesapeake Bay regulations to pump their septic systems every 5 years and to review Mathews County's land use ordinance provisions per 9VAC25-830.-190.2-3 and 9VAC25-830-190.4-5 and develop any needed changes to promote protection of water quality through reduction of impervious cover, preservation of indigenous vegetation and minimization of land disturbance for consideration by the Mathews BOS.*

- Sent memo to homeowners on waiting list regarding estimated date for program to commence.
- Consulted with V'lent Lassiter, Carol Papazian, and Joan Salvati, DEQ regarding contract changes. Executed revised contract.
- Sent memo to local septic haulers announcing funding and requesting interest in participating in program.
- Updated application and voucher forms.
- Sent announcement of funding to local government administrators.
- Sent letter and application to all homeowners on waiting list.
- Established eligibility requirements for repeat customers.
- Provided information on septic pumpout funding and program to Bill Nachman, *Gloucester Mathews Gazette-Journal*.
- Prepared septic maintenance brochures for distribution to participating homeowners.
- Consulted with Sherrin Alsop, King and Queen County Board of Supervisors on the state requirement for septic pump out under the Chesapeake Bay Preservation Act (CBPA) and the provision of certification by local governments to certify that the septic tank is located inside of a Chesapeake Bay Act area. Three Middle Peninsula localities elected to have CBPA jurisdiction wide and three have elected a sub area for CBPA jurisdictions.

- Septic Pumpout as of March 14, 2016
 

Applications Mailed	107
Approved Vouchers	19
Completions	03

**Pumpout Vouchers by County**

Essex	01
Gloucester	00
King and Queen	18
King William	00
Mathews	00
Middlesex	00

**ECONOMIC DEVELOPMENT**

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

**Project 301702 Small Business Revolving Loan Fund**

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

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

**Project 30108 Building Collaborative Communities (BCC) Grant**

*This project, with funding from the Virginia Department of Housing and Community Development (DHCD), is a collaborative effort with regional and local, public and private stakeholders to create an organizational structure with the capacity and resources to lead regional economic development initiatives in the Middle Peninsula. The project will seek to provide education, training and outreach to local officials on regional economic development partnerships, re-establish the Tidewater Resource Conservation and Development Council, update the River County Economic Development study, as well as draft policies, bylaws and a conceptual work plan for the newly created economic development organization.*

- Attended the VAPDC GoVirginia subcommittee meeting to advocate for a rural coastal GoVirginia region for inclusion as a recommended region for economic development.
- Attended the Essex County Board of Supervisors meeting to provide an update on GoVirginia and its relation to Middle Peninsula economic development initiatives.
- Received from Sands Anderson updated legal documents necessary for transition the Tidewater RC&D into the Middle Peninsula Economic and Resource Development Organization.

- Consulted with Middlesex, Urbanna, King and Queen, King William, Gloucester and Mathews Administrators and various elected officials on questions related to GoVirginia and the formation of the Middle Peninsula EDO. Additionally, provided copies of the latest legal documents to form the Middle Peninsula EDO to all Middle Peninsula local government administrators and managers.

#### 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 30021 Mathews County Comprehensive Plan Update**

*Middle Peninsula Planning District Commission will provide technical assistance to Mathews County in updating the Mathews County 2030 Comprehensive Plan and Mathews County Zoning Code. 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.*

- Compiled, researched and updated demographics and other statistical data in the Economy section of the Comprehensive Plan.
- Met with Mathews County Planning Director John Shaw and Planner Thomas Jenkins to review and discuss proposed changes to the Housing and Population and Economy sections of the Plan.
- Requested and received information from Jonathan Putt, Director of Mathews County Visitor and Information Center, on tourism registration history that was used to update the economic section of the Comprehensive Plan.
- Consulted with Les Hall, Mathews County Commissioner of Revenue, regarding property value assessments and information reported annually to the Virginia Department of Taxation regarding property sales and property values in the County.
- Collected and analyzed information received from Mathews County Planning Department on zoning and home occupation permit issuance in Mathews County over the past five years to show any changes in trends in Comprehensive Plan update.
- Requested information from Tom Murray, VIMS, regarding most current economic data on the aquaculture industry in Mathews County to be used in updating the Comprehensive Plan.

#### **Project 380161 Local & Regional Technical Assistance**

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

- Spoke with John Gill, Urbanna Zoning Administrator, regarding updating the Urbanna Town Code for compliance with Chesapeake Bay Act Storm Water Management Program requirements.
- Sent email to Town Managers regarding regional salary survey for Towns.

### **Project 30109 Tidewater RC&D Staff Support**

*The Tidewater RC&D Council, Incorporated is a 501(c)(3) corporation organized to provide leadership, initiative and direction in development of a plan for the orderly development and utilization of the Middle Peninsula/Northern Neck regions' human and natural resources. With loss of federal support, the Northern Neck members opted to retire from the Council. The Middle Peninsula members desired to continue the organization and requested MPPDC to provide staff support and act as their fiscal agent. Tidewater RC&D's resources were divided and 40% was transferred to the Northern Neck Planning District Commission, Inc.*

- Sent emails to Navy contact personnel regarding process for requesting reimbursement from grant.
- Consulted with Dr. Mo Lynch regarding payment to Stantec, consultants for the Navy contract.

## **HOUSING**

### **Funding –Housing Loan Program Income**

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

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

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

## **EMERGENCY SERVICES**

### **Funding - Pending**

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

### **Project 31202/31203 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 1&5 boundaries. Position will support local Emergency Coordinators by assisting/coordinating homeland security & disaster response preparedness; Rt. 17 evacuation planning; & resource data collection.*

- Participated in the Region 5 Improvement Planning Workshop (IPW) on Wednesday, February 17<sup>th</sup>, at the Hampton Roads PDC. The IPW is designed to allow localities express their training needs for the upcoming year and participation is a requirement for localities to be eligible to apply for Emergency Management Program Grants (EMPG).

- Hosted a Middle Peninsula Emergency Manager's meeting on February 22<sup>nd</sup> in the MPPDC Board Room in Saluda, VA. Emergency Managers from the Counties of Essex, Middlesex, King William, and King and Queen attended. The agenda included: a review of accomplishments from 2015; a discussion of the projects planned for 2016, including a discussion of the Letter of Agreement between the MPPDC and the Localities; and a discussion of the grant opportunities for the following year in areas of Dam Safety, Virginia Hazard Mitigation, Hazardous Materials (HAZMAT), and Homeland Security (HSGP). At the meeting, King and Queen, Middlesex, and Essex signed the LOA, which defines the services the MPPDC Regional Emergency Planner will provide for free to localities. King William County took their copy for county review and Gloucester County signed their copy in March.
- All six county Emergency Managers have acknowledged, accepted, and affirmed in writing, the 2015 US Rt. 17 Evacuation Plan and the draft Resource Typing Guide.
- Attended the February 22<sup>nd</sup> Hurricane Evacuation Coordination Workgroup meeting in James City County. The workgroup is designed to address hurricane evacuation issues highlighted in the annual in-season hurricane evacuation review. The Regional Emergency Planner sits on the subcommittee responsible for reviewing shelter staffing issues in Virginia.
- Deployed to the Essex/Tappahannock EOC from Thursday, February 25<sup>th</sup> through Saturday, February 27<sup>th</sup> to help coordinate the recovery from the February 24<sup>th</sup> Tappahannock EF3 tornado. The tornado followed a 30 mile path through King and Queen, Essex, Richmond, and Westmoreland Counties, damaging or destroying 87 main structures and a 140 year old Baptist Church in Essex County alone.
- During the night of the Essex/Tappahannock tornado, fire and rescue squads from many jurisdictions numbering in the hundreds responded to the disaster. The response suffered from a partial interoperable communications breakdown. Essex County needed to call in communications support in the form of a radio cache from neighboring King and Queen County to connect various radio system together. The issue of regional emergency services communications issues is a constant theme among rural Emergency Managers.
- On March 3<sup>rd</sup>, the Regional Emergency Planner participated as the Evaluator for King William's EOC exercise: *Frozen Over*. The exercise is part of a series of Statewide EOC exercise initiatives designed to have localities practice opening, staffing, and running their Emergency Operation Center during a simulated disaster. This particular exercise simulated a major ice storm that disrupted communications, downed trees, trapped students at school, and generally caught citizens off guard. King William performed well and was able to identify several areas that need improvement.
- Participated as an official observer in the Saturday, March 12<sup>th</sup>, *Regional Interim Shelter Functional Exercise* in Gloucester County, VA. The exercise, held at the Gloucester Moose Lodge, was designed with three objectives: 1) Demonstrate the ability of Gloucester and Middlesex County Department of Social Services (DSS) to work with the America Red Cross (ARC) to transition from local shelter management to regional interim shelter management; 2) Demonstrate the ability of CERT volunteers and the Medical Reserve Corps (MRC) to set up the shelter; and 3) Demonstrate the ability of Gloucester and Middlesex County to execute the Gloucester and Middlesex Counties Regional Interim Shelter Plan. All objectives were met.
- Consulted with Lisa Foley, VDEM, regarding payment requests. VDEM is considerably behind in processing reimbursement requests.

## AGENCY ADMINISTRATION

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

#### **Project 300181 MPPDC Administration**

*Administrative services provided to MPPDC programs. Planned FY16 Indirect Cost rate =49.8%.*

- Prepared vouchers, processed A/P, processed payroll, processed deposits and balanced bank accounts. Prepared MPPDC monthly financial statements.
- Consulted with Mike Jay, House Appropriations Committee staff regarding VRS short-term disability mandate and its potential effects on small political subdivisions without taxing authority. Sent documentation of concerns via email.
- Consulted with April Bahen and Laura McKay, CZM Program, regarding process to request NOAA, as MPPDC's cognizant federal agency for indirect costs, to initiate a formal indirect rate negotiation. Previously MPPDC relied on the annual indirect cost certification process and subsequent approval letter from the Economic Development Administration at Commerce to provide evidence of a federal indirect cost rate for federal grants. Currently, MPPDC does not have any grants with EDA and so needs to establish a process with another federal agency. As the majority of federal funds come from NOAA, it would be considered MPPDC's federal cognizant agency for indirect costs.
- Sent email to Lamar Revis and Arlene Porter, NOAA, regarding request for a negotiated indirect rate.

## CLOSED FY16 PROJECTS

#### **Project 32011 Public Access Authority Giving**

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

#### **Project 32134 Drainage and Roadside Ditching Authority**

*To build on past efforts, MPPDC staff explored 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 addressed the policy questions and created a framework for Drainage and Roadside Ditching Authority that can be scalable to the local or regional level depending on the need.*

#### **Project 32207 Working Waterfront Plan**

*MPPDC staff built 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.*

**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.*

**Project 32012 PAA Captain Sinclair Improvements**

*The MPCBPAA is partnering with the MPPDC to develop an overall use plan for the Captain Sinclair’s Recreational Area 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 to enhance the coastal landscape around the project site and an educational exhibit on native plants in the main house.*

**Project 30106 Middle Peninsula Regional Jail Flash Freeze Feasibility Study**

*The Middle Peninsula Regional Jail Authority (MPRJA) 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.*

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Terence R. McAuliffe  
Governor

Maurice A. Jones  
Secretary of  
Commerce and Trade

# COMMONWEALTH of VIRGINIA

William C. Shelton  
Director

## DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

January 26, 2016

### **MEMORANDUM**

TO: Executive Directors, Virginia Planning District Commissions

FROM: Desi Wynter, Associate Director

SUBJECT: 2016 Virginia CDBG Program Regional Priorities

By now each Planning District Commission has received notice of the availability of the 2016 CDBG Program Design. Following your review of the Program Design, we request that each Planning District Commission provide DHCD with the following two items by **Friday, March 18, 2016**:

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

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

**A list of CDBG proposals expected to originate in your District in 2016.**

Develop a list of the Competitive Grant (Community Improvement Grant) proposals which may be submitted from the Planning District in 2016. Include the locality name, project name, and project type.

Thank you for your attention to this. These two items will assist us in our evaluation of 2016 project proposals. Should you have any questions, please call Matt Weaver, Policy Analyst, at (804) 371-7067.

**2016 Virginia Community Development Block Grant Program  
Regional Priorities**

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

**Project Types / Activity Categories**

Please reference the 2016 CDBG Program Design for additional information on the Competitive Grant project types and activity categories. The following nine items must be ranked in one of the three priority groups below. **Please check no more than 3 per priority group:**

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**Ranking Worksheet**

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

Priority (1 is highest, 3 is lowest)

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

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**Expected 2016 CDBG Proposals:**

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Virginia's CDBG Community Improvement Grant (CIG) option is designed to aid those communities with the greatest community development needs in implementing projects which will most directly address these needs:

**1. COMPREHENSIVE COMMUNITY DEVELOPMENT**

These projects target a range of improvements to a neighborhood in direct response to identified needs derived from a recent client-based needs assessment of the target area.

**ECONOMIC DEVELOPMENT**

The primary purposes for providing CDBG assistance to economic development activities are as follows: Create job and business opportunities for low- and moderate-income persons, particularly in the most economically disadvantaged

**2. Job Creation and Retention**

The *Job Creation and Retention* category under the Competitive Grants option targets projects with job creation resulting from commercial enterprises, sheltered workshops, or other non-basic industries, or projects with job retention by basic and nonbasic industries.

**3. Site Redevelopment**

This project category targets sites which have been rendered unmarketable or unusable by previous uses and which have conditions having an impact beyond the boundaries of the site.

**4. Development Readiness**

This category allows for the completion of improvements which will result in the creation of businesses and job opportunities providing primary benefit to low- and moderate-income persons

**5. Business District Revitalization**

Under this option, an applicant may target the revitalization of a downtown or other commercial district.

**HOUSING**

Housing activities are eligible for CDBG assistance to improve the living conditions of low- and moderate-income (LMI) persons.

**6. Housing Rehabilitation**

CDBG assistance is provided to improve LMI-occupied housing units to DHCD Housing Quality Standards

**7. Housing Production Assistance**

CDBG assistance is available in support of the development of new single- and multifamily housing units targeted for low- and moderate-income persons.

**8. COMMUNITY FACILITIES**

Community facilities include water services, wastewater services, drainage improvements, and street improvements.

**9. COMMUNITY SERVICE FACILITIES**

CDBG assistance is available up to \$700,000 for Community Service Facilities which are physical facilities targeting the provision of important services to low- and moderate-income persons and the greater community

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<b>CCD</b>	<b>ECONOMIC DEVELOPMENT</b>				<b>HOUSING</b>		<b>COMMUNITY</b>	
<b><u>COMPREHENSIVE COMMUNITY DEVELOPMENT</u></b>	<b><u>JOB CREATION AND RETENTION</u></b>	<b><u>SITE REDEVELOPMENT</u></b>	<b><u>DEVELOPMENT READINESS</u></b>	<b><u>BUSINESS DISTRICT REVITALIZATION</u></b>	<b><u>HOUSING REHABILITATION</u></b>	<b><u>HOUSING PRODUCTION ASSISTANCE</u></b>	<b><u>COMMUNITY FACILITIES</u></b>	<b><u>COMMUNITY SERVICE FACILITIES</u></b>
Broadband infrastructure	Pellet Plant	Port Facility (West Point, VA)	Regional Truck Stop	Tappahannock Main Street revitalization-initial plan has been developed. Funding for implementation is needed.	Housing Rehabilitation for communities in need		Water Supply and Sewer Infrastructure	Technical Training School Facility
Water Supply and Sewer Infrastructure	Regional Truck Stop	<b>Public Working Waterfront Infrastructure Rebuild</b>	Technical Training School Facility	Deltaville Business Initiative – Strategic Plan or Study				Regional Farmers Market (commercial kitchen)
	Technical Training School Facility		Pellet Plant	Port Facility (West Point, VA)				Regional Human Resources/Services Center - RCC or Saluda
	In-the-water aquaculture business park - Middlesex/Mathews		Water Supply and Sewer Infrastructure					Chesapeake Bay Environmental Education Center
	Marine Trades Academy		Regional Farmers Market					Marine Trades Academy
	Chesapeake Bay Environmental Education Center		Deltaville Business Initiative – Infrastructure improvements					Civil Rights Center
	Regional Human Resources/Services Center - RCC or Saluda							In-the-water aquaculture business park - Middlesex/Mathews
	Civil Rights Center							
	Regional Farmers Market							
	Water Supply and Sewer Infrastructure							
	EDA of Gloucester County/VIMS (facilities/building/retail)							
	Broadband infrastructure							
	Tappahannock Main Street							
	Port Facility							
	Center for the Advancement of Rural Coastal Economies University Partnership							
	Deltaville Business Initiative							
	Regional Tourism Initiative							

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# COMMONWEALTH of VIRGINIA

## DEPARTMENT OF ENVIRONMENTAL QUALITY

Street address: 629 East Main Street, Richmond, Virginia 23219

Mailing address: P.O. Box 1105, Richmond, Virginia 23218

TDD (804) 698-4021

www.deq.virginia.gov

Douglas W. Domenech  
Secretary of Natural Resources

David K. Paylor  
Director

(804) 698-4000  
1-800-592-5482

### MEMORANDUM

TO: James Golden, Deputy Director 

FROM: Scott K. Adlas, through Jeff Steers 

DATE: December 20, 2013

SUBJECT: COMPLIANCE DETERMINATION FOR THE MIDDLE PENINSULA  
REGIONAL WATER SUPPLY PLAN

#### Proposed Action:

As documented in the attached Compliance Checklist, staff recommends that the Middle Peninsula Regional Water Supply Plan be found to comply with 9 VAC 25-780-140.C and F, with the following conditions to be completed in time for the five-year review of the plan, or December 20, 2018, whichever comes first:

1. Complete items marked as "to be addressed in the next plan revision" as noted in the "Response Matrix for DEQ Comments," submitted to DEQ with the regional plan in July 2011.
2. Include the annual and monthly permitted amounts contained in groundwater withdrawal permits for all the community water systems located within the Ground Water Management Areas.
3. Provide additional information for non-agricultural self-supplied users of >300,000 gallons per month of surface water including any limitations on withdrawals established by permits issued by the SWCB, VDH, or any other agency and the average and maximum daily withdrawal design capacities.
4. Provide peak day water use by month for community water systems in the planning region.
5. Provide the missing water demand projection data for the community water systems in the region including the estimated water demand in annual average and peak monthly basis for each existing or proposed CWS.

6. Evaluate the items currently missing from the alternative analysis, including a description of potential water savings through demand management, and a description of water demand management and conservation alternatives.

Previous Action:

None. This is the initial compliance determination for this plan.

Background:

The Middle Peninsula Regional Water Supply Plan included all the readily available information required by the regulation.

Plan Type: Regional

River Basin: Rappahannock Basin

Applicable localities:

Counties of Essex, King and Queen, King William, Mathews and Middlesex  
Towns of Tappahannock, Urbanna and West Point

Current Sources:

All forty-eight community water systems in the region are groundwater sourced. An estimated 78 percent of the total population in the region use private groundwater wells. The Smurfit-Stone Corporation located in the Town of West Point is the region's major self-supplied groundwater user. Most of the major self-supplied agricultural users withdraw from surface water sources.

Statement of Need:

Future water use is projected for a 30-year planning period, to the year 2040. Water resources are assumed adequate to meet projected demand in the planning region except in King William County and the Town of West Point. The rapid growth predicted for King William County and the Town of West Point result in projections that exceed current community water system supplies by 2020 for King William (deficit of 0.925 MGD) and 2030 for West Point (deficit of 0.036 MGD).

Alternatives:

Alternative sources listed for the Town of West Point include system upgrades and groundwater permit modifications that allow for greater use of existing wells. New well development and an intake on the Pamunkey River are King William County's preferred alternatives for source water.

Drought Response:

Drought stage triggers and responses are described in the region's Drought Response and Contingency Plan. Drought emergency enforcement is addressed by ordinances adopted by all localities in the planning region.

State Agency Comments:

The plan was submitted to state agencies for their evaluation and comment on January 3, 2013. General comments were received from the Department of Health, the Department of Conservation and Recreation, and the Department of Historic Resources.

Public Comments on Plan Adoption:

No written public comments were received.

Public Notice of Tentative Compliance Finding:

Staff published a finding of compliance on November 13, 2013.

Attachments:

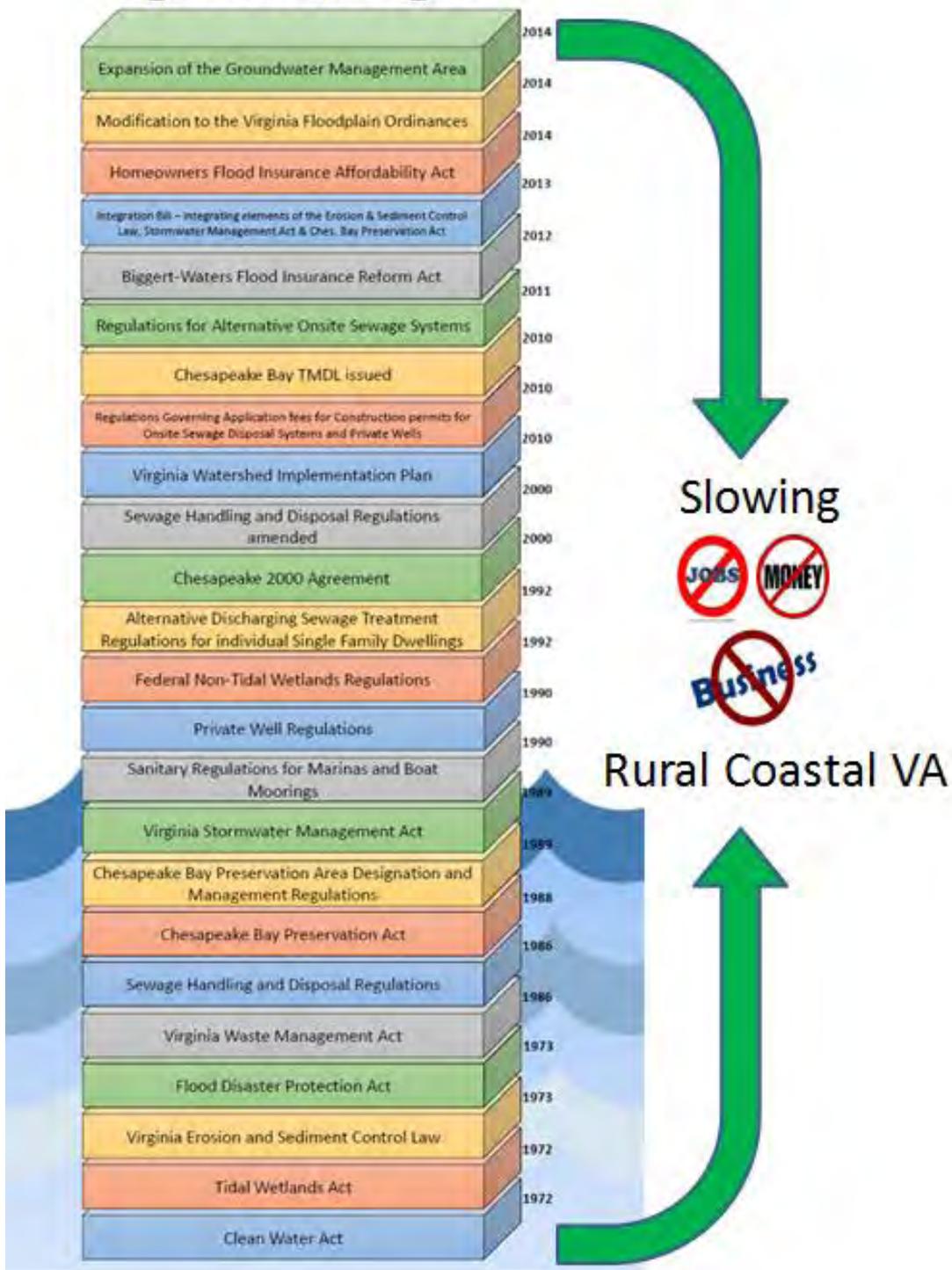
The completed Local and Regional Water Supply Plan Compliance Checklist is attached.

\_\_\_\_\_  Approved or \_\_\_\_\_  Disapproved

Signature James J. Golden  
James Golden

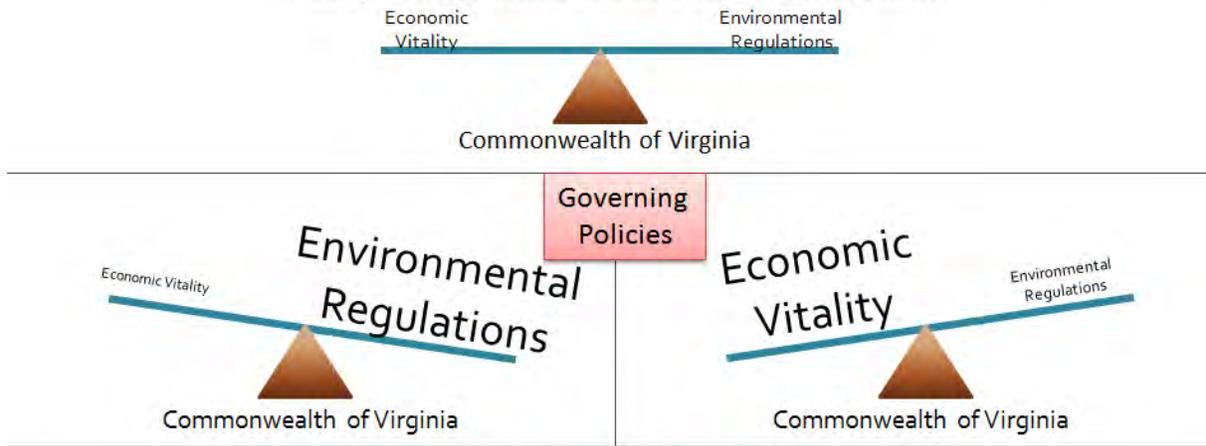
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# Regulation/Programs



# ENHANCING & MODERIZING THE RURAL COASTAL ECONOMY OF THE COMMONWEALTH

Today's Teeter Totter Model Swings Back & Forth

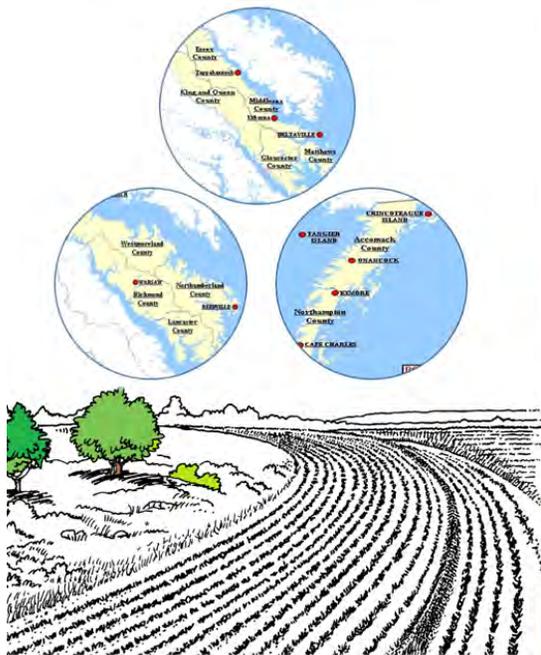


## New Model Offers Stability and Certainty for the Future

Replace the base with new programs to protect the environment and build jobs.



### Green Coastal Asset Areas



### What are the Rural Coastal Future Financial and Job Creation Opportunities?

- Nutrient Trading Programs**
  - Oysters for BMP credits & Job Creation
  - Stormwater Ditches and BMP's
  - Agriculture BMPs
  - Living Shorelines
- Phosphorus Trading Programs**
  - Living Shorelines
  - Qualified BMPs
- Sediment Trading**
  - Land Conservation Programs
- Tidal Wetland Banks**
- Non-Tidal Wetland Banks**
- Aquifer Recharge with fresh Water from 3 Rivers ( Re-injection)**
- VEDP Purchase Env Offset Credit**
- Solar Farms**
- Wind Farms**
- Green Pastures**
- Wood Pellets**
- Aquaculture**



## **Commissioner's Priorities**

(Please discuss with your local Boards)

**Please Return to MPPDC Staff by March 10<sup>th</sup>**

Name:

1. What are your top priorities for improving your locality?
2. What cross jurisdictional issues or policy concerns should MPPDC study?
3. Do you have a special topic area that you need research conducted in?
4. Which MPPDC Service Center do you consider the most important to your constituents?
5. Other comments on how and what MPPDC should be doing to improve your locality or the region.

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# **Middle Peninsula Planning District Commission's**

## **FY-2017 Rural Transportation Planning Work Program July 01, 2016 – June 30, 2017**

### **Purpose and Objective**

The Virginia Department of Transportation (VDOT) allocates part of the State Planning and Research (SPR) funding to provide annual transportation planning assistance for non-urbanized areas within the Commonwealth. The Rural Transportation Planning (RTP) Program was created to aid the State in fulfilling the requirements of the State Planning Process to address the transportation needs of non-metropolitan areas. Funds appropriated under 23 U.S.C. 307(c) (SPR funds) are used in cooperation with the Department of Transportation, Commonwealth of Virginia for transportation planning as required by Section 135, Title 23, U.S. Code. These Federal funds provide 80 percent funding and require a 20 percent local match.

In FY-2017 each planning district commission / regional commission that has rural area will receive \$58,000 from VDOT's Rural Transportation Planning Assistance Program. The corresponding planning district commission / regional commission will provide a local match of \$14,500 to conduct rural transportation planning activities. This resource may be supplemented with additional planning funds. The arrangement of all such funds involves the development of a scope of work, approval and other coordination in the Transportation & Mobility Planning Division's (TMPD) administrative work programs.

The scope of work shall include specific activities as requested by VDOT and/or the Federal Highway Administration. The scope of work may also include activities or studies addressing other transportation planning related issues that may be of specific interest to the region. The criteria for the determination of eligibility of studies for inclusion as part of this work program are based upon 23 U.S.C. 307 (c), State Planning and Research.

**FY 2017 - Program Administration (\$6,170.00)**

**Background and Objective:** The purpose of this work element is to facilitate regional participation and consensus building on transportation-related issues through a continuing, comprehensive, and coordinated planning process.

1. Providing quarterly & final reports on Rural Transportation Planning activities to VDOT  
- \$1,675.00
2. Processing all letters of authorization and amending scope of work as necessary  
- \$685.00
3. Developing future scope of work for the RTP program  
- \$685.00
4. Attending Technical Committee meetings & other transportation planning meetings  
- \$3,125.00

**Deliverables:**

- Quarterly & Final Progress Reports;
- Submission of FY2017 LOA;
- Submission of FY2017 RTP Work Program and any amendments to FY2016 scope of work;

<b>SPR Funds (80%)</b>	<b>\$4,936</b>
<b>PDC Funds (20%)</b>	<b>\$1,234</b>
<hr/>	
<b>Total Budgeted Expenditure for Program Administration</b>	<b>\$6,170.00</b>

## **FY 2017 - Program Activities (\$66,330.00)**

**Background and Objective:** Address regionalized transportation issues that are identified by the Transportation Technical Advisory Committee and the Planning District Commission. Individual projects and work elements are described below:

1. Continue with FY2016 Activity: Prioritize recommendations from the RLRP into two categories: 1) by jurisdiction and 2) by region. These lists will be provided to VDOT (District Planning Manager) to be used for consideration in developing the draft Six-Year Improvement Program. - **\$6,500.00**

Continue with FY2016 Activity: Identify possible strategies, funding, development opportunities, etc. for implementing the top 3 recommendations in each of the two categories 1) by jurisdiction and 2) by region. - **\$6,500.00**

Continue with FY2016 Activity: To meet one of the goals in the Statewide Pedestrian Policy Plan, identify gaps in pedestrian infrastructures such as missing sidewalk segments. Provide data to include whether the gap is located adjacent to the roadway. - **\$2,800.00**

Continue with FY2016 Activity: To meet goals in the Virginia Strategic Highway Safety Plan, conduct a high level corridor study / analysis of a roadway segment and identify potential improvements (including access management) to the corridor for safety and/or congestion. - **\$7,430.00**

2. Compile all available current and future land use GIS layers / attribute data from local comprehensive plans within the Planning District Commission boundaries. Please use the GIS tool to be provided by VDOT-TMPD to geo-reference local transportation plan recommendations. VDOT-TMPD will provide technical assistance on an as needed basis in accomplishing this task. Information gathered will be used to update existing land use data within the Statewide Planning System and will be used to augment data for the Statewide Travel Demand Model that is currently under development. For localities that do not have GIS layers / attribute data for the current and future land use plans, develop a schedule and identify resources needed that would allow this data to be captured via GIS. VDOT-TMPD will provide detail instructions and templates to be used to provide consistency across the state. - **\$8,600.00**
3. Submit a list of prioritized projects for consideration for HB2 and the Virginia Multimodal Transportation Plan to your District Planner by the 2<sup>nd</sup> quarter FY 2017. **\$3,500.00**
4. Participate in outreach meetings and provide/review data as requested by VDOT throughout the fiscal year pertaining to:

- a. Long Range Transportation Planning Efforts
- b. Prioritization of recommendations or projects
- c. Park and Ride Lots Inventory / Study
- d. Bicycle and Pedestrian planning
- e. Freight planning

Participate in the Fall Transportation Meeting held in the Fredericksburg district and provide a display to serve as outreach.

Participate in VTrans webinars regarding Needs Consolidation/Recommendations and HB2 Regional Meetings.

Participate in meetings with VDOT staff regarding Title VI and Environmental Justice compliance

Other meetings as requested. **-\$7,000.00**

- 5. General technical assistance to localities for rural transportation planning activities (i.e. grant applications, technical questions, etc.) +/- unused funds from activities 1-5

- a. Specific Projects Identified to being FY2017:
  - i. Research Public Rights and Interests Public Landings in the region
  - ii. Research and Identify funding Opportunities for Local Transportation Projects
  - iii. Technical Assistance for other Road Ending Transfers and Wharves in the Region;
  - iv. Research Plats and Deeds to Verify Rights on Roadside Ditches in Mathews County
  - v. Convene Middle Peninsula local planners bimonthly local meeting

**-\$17,500.00**

- 6. Professional Development: Conference, Workshops, Training fees. - **\$2,300.00**
- 7. Hardware, Software and/or Licenses for transportation planning projects - **\$2,700.00**
- 8. Direct Expenses: office supplies, meeting supplies, postage, public relations (advertising/website fees), dues/memberships, conferences and workshop expenses (lodging/staff expense, travel expense, private mileage). - **\$1,500.00**

**SPR Funds (80%) \$53,064.00**

**PDC Funds (20%) \$13,266.00**

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**Total Budgeted Expenditure for Program Activities \$ 66,330.00**

Resolution

DRAFT

**FY-2017 Budget Summary**  
MPPDC RTPP

## MPPDC Rural Transportation Planning Work Program Budget FY2017

<b>Program Administration</b>	<i>Funding Summary</i>		
	VDOT (SPR) 80%	PDC (Match) 20%	Total
1. Providing quarterly & final reports on Rural Transportation Planning activities to VDOT	\$1,340.00	\$ 335.00	\$1,675.00
2. Processing all letters of authorization and amending scope of work as necessary	\$ 548.00	\$ 137.00	\$ 685.00
3. Developing future scope of work for the RTP program	\$ 548.00	\$ 137.00	\$ 685.00
4. Attending Technical Committee meetings & other transportation planning meetings	\$ 2,500.00	\$ 625.00	\$ 3,125.00
<b>Total Budgeted Expenditure for Program Administration</b>	\$4,936.00	\$1,234.00	\$ 6,170.00
<b>Program Activities</b>	<i>Funding Summary</i>		
	VDOT (SPR) 80%	PDC (Match) 20%	Total
1. Continue with unfinished tasks from FY2016 Rural Work Program:			
a. Continue with FY2016 Activity: Prioritize recommendations from the RLRP into two categories: 1) by jurisdiction and 2) by region. These lists will be provided to VDOT staff (District Planning and Investment Manager) to be used for consideration in developing the draft Six-Year Improvement Program.	\$5,200.00	\$1,300.00	\$6,500.00
b. Continue with FY2016 Activity: Identify possible strategies, funding, development opportunities, etc. for implementing the top 3 recommendations in each of the two categories 1) by jurisdiction and 2) by region.	\$5,200.00	\$1,300.00	\$6,500.00
c. Continue with FY 2016 Activity: To meet one of the goals in the Statewide Pedestrian Policy Plan, identify gaps in pedestrian infrastructures such as missing sidewalk segments. Provide a report of findings to Transportation Planning Division for inclusion into the Plan.	\$2,240.00	\$560.00	\$2,800.00

d. Continue with FY2016 Activity: To meet goals in the Virginia Strategic Highway Safety Plan, conduct a high level corridor analysis of a roadway segment and identify potential improvements (including access management) to the corridor for safety and/or congestion.	\$5,944.00	\$1,486.00	\$7,430.00
2. Compile all available current and future land use GIS layers / attribute data from local comprehensive plans within the Planning District Commission boundaries. Please use the GIS tool to be provided by VDOT-TMPD to geo-reference local transportation plan recommendations. VDOT-TMPD will provide technical assistance on an as needed basis in accomplishing this task. Information gathered will be used to update existing land use data within the Statewide Planning System and will be used to augment data for the Statewide Travel Demand Model that is currently under development. For localities that do not have GIS layers / attribute data for the current and future land use plans, develop a schedule and identify resources needed that would allow this data to be captured via GIS. VDOT-TMPD will provide detail instructions and templates to be used to provide consistency across the state.	\$6,880.00	\$1,720.00	\$8,600.00
3. Submit a list of prioritized projects for consideration for HB2 and the Virginia Multimodal Transportation Plan to your District Planner by the 2 <sup>nd</sup> quarter FY 2017.	\$2,800.00	\$700.00	\$3,500.00
4. Participate in outreach meetings and review data as requested by VDOT throughout the fiscal year pertaining to: a. Long Range Transportation Planning efforts b. Prioritization of recommendations or projects c. Bicycle and Pedestrian planning d. Freight planning d. Attend the Fall Transportation Meeting in Fredericksburg and provide a display to serve as outreach.  Participate in VTrans webinars regarding Needs Consolidation/Recommendations and HB2 Regional Meetings.  Participate in meetings with VDOT staff regarding Title VI and Environmental Justice compliance	\$5,600.00	\$1,400.00	\$7,000.00
5. General technical assistance to localities for rural transportation planning activities (i.e. grant applications, technical questions, etc.) +/- unused funds from activities 1-5	\$14,000.00	\$3,500.00	\$17,500.00

a. Specific Projects Identified for FY2017:			
i. Research Public Rights and Interests Public Landing in the Region;			
ii. Technical Assistance for Road Ending Transfers and Wharves in the Region;			
iii. Research and Identify Funding Opportunities for Local Transportation Projects			
iv. Research Property Information to Verify Interest in Ditches in Mathews County			
v. Convene Middle Peninsula local planners bimonthly meetings			
5. Professional Development: Conference, Workshops, Training fees.	\$1,840.00	\$460.00	\$2,300.00
6. Hardware, Software and/or Licenses for transportation planning projects	\$2160.00	\$540.00	\$2,700.00
7. Direct Expenses: office supplies, meeting supplies, postage, public relations (advertising/website fees), dues/memberships, conferences, workshops expenses i.e. lodging/staff expense, travel expense, private mileage.	\$1,200.00	\$300.00	\$1,500.00
<b>Total Budgeted Expenditure for Program Activities</b>			\$66,330.00
<b>Total Budgeted Expenditure for Program Administration and Program Activities</b>	\$ 58,000.00	\$ 14,500.00	\$ 72,500.00



March 23, 2016

**COMMISSIONERS**

**Essex County**

*Hon. Margaret H. Davis  
Hon. John C. MaGruder  
Mr. Edwin Smith, Jr.  
(Chairman)*

**Town of Tappahannock**

*Hon. Roy M. Gladding  
Mr. James W. Sydnor*

**Gloucester County**

*Hon. Ashley C. Chriscoe  
Mr. J. Brent Fedors  
Dr. William G. Reay  
Hon. Michael R. Winebarger*

**King and Queen County**

*Hon. Sherrin C. Alsop  
Hon. R. F. Bailey  
Mr. Thomas J. Swartzwelder  
(Vice-Chairman)*

**King William County**

*Dr. K. Charles Griffin  
Hon. David E. Hansen  
Hon. Travis J. Moskalski  
Mr. Eugene J. Rivara*

**Town of West Point**

*Hon. Paul T. Kelley*

**Mathews County**

*Hon. O. J. Cole, Jr.  
(Treasurer)  
Mr. Thornton Hill  
Hon. Jack White*

**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*

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

**WHEREAS** the Virginia Department of Transportation is seeking assistance in transportation planning related matters for the Middle Peninsula Planning District through administration of the FY 2017 Rural Transportation Work Program in compliance with the provisions of Section 135, Title 23, U.S.C.; and

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

**WHEREAS** State Planning and Research (SPR) funds in the amount of \$58,000 are being made available to the Middle Peninsula Planning District Commission for the period July 1, 2016 through June 30, 2017; and

**WHEREAS** the Commission has developed the FY 2017 Rural Work Program Scope of Work and \$14,500 to utilize SPR funds for the benefit of the local jurisdictions comprising the Middle Peninsula Planning District.

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

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**(Secretary)**

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