



**MIDDLE PENINSULA
PLANNING DISTRICT COMMISSION**

COMMISSIONERS

Essex County

*Hon. Margaret H. Davis
Hon. John C. MaGruder
Mr. A. Reese Peck
Mr. Edwin Smith, Jr.*

Town of Tappahannock

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

Gloucester County

*Hon. Ashley C. Chriscoe
Mr. 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*

King William County

*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: January 21, 2016

RE: January Commission Meeting

The Middle Peninsula Planning District Commission will host its monthly meeting on Wednesday, January 27, 2016 at 7:00 p.m. in the Regional Board Room at the Middle Peninsula Planning District Commission office in Saluda.

Enclosed are the January 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.

I look forward to seeing you on January 27th!

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

7:00 P.M.

Wednesday, January 27, 2016

125 Bowden Street

Saluda VA 23149

- I. Welcome and Introductions
- II. Special Election to Fill Officer Vacancies
- III. Approval of December Minutes
- IV. Approval of December Financial Report
- V. Executive Director's Report on Staff Activities for the Month January
- VI. Public Comment

AGENDA ITEMS FOR DISCUSSION

- VII. Presentation-*The Changing Demographics of Virginia's Middle Peninsula*
 - William & Mary Public Policy Program
- VIII. Stormwater Regulations Update
- IX. General Assembly Discussion
- X. Committee Appointments
 - OPD & Budget Committee
 - Nominating Committee
 - Executive Committee
- XI. Middle Peninsula Branding for Economic Development and Tourism
- XII. Conflict of Interest Disclosure Guidance
- XIII. Other Business
- XIV. Adjournment

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MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

December 16, 2015

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, December 16, 2015, at 7:00 p.m. MPPDC Chairman Edwin “Bud” Smith, Jr. called the meeting to order and welcomed everyone in attendance.

Commissioners Present

Essex County: R. Gary Allen; Margaret “Prue” Davis; Edwin “Bud” Smith, Jr.; A. Reese Peck
Gloucester County: Ashley Chriscoe; Dr. Maurice “Mo” Lynch; Sanford “Sandy” Wanner; Michael Winebarger
King & Queen County: Sherrin Alsop; Thomas “Tom” Swartzwelder
King William County: Travis Moskalski; Eugene Rivara; Otto Williams
Mathews County: O J Cole, Jr.; Charles Ingram
Middlesex County: Trudy Feigum; Wayne Jessie, Sr.; John “Jack” Miller
Town of Tappahannock: James “Jimmy” Sydnor
Town of Urbanna: Steve Hollberg

Commissioners Absent

King & Queen County: James “Jim” Milby
Mathews County: Thornton “Tim” Hill
Town of Tappahannock: Roy M. Gladding
Town of West Point: Paul Kelley

Also in Attendance

Lewis Lawrence, MPPDC Executive Director
Beth Johnson, MPPDC Finance Director
Rose Lewis, MPPDC Secretary
Marquitrice Mangham, MPPDC Chief of Community Planning
Harrison Bresee, III, MPPDC Emergency Management Planner
David Hansen, King William County Board of Supervisor-elect
Citizens of the Middle Peninsula and visitors

II. Approval of November Minutes

Chairman Smith asked whether there were any corrections or changes to the November Minutes. There were no corrections or changes to the November Minutes. Chairman Smith requested a motion to approve the November Minutes as distributed. Eugene Rivara moved that the November Minutes be approved as distributed. Otto Williams seconded the motion; motion carried.

III. Approval of November Financial Report

Chairman Smith asked whether there were any questions regarding the November financial report before being approved subject to audit. There were no questions. Chairman Smith requested a motion to approve the November financial report subject to audit. Charles Ingram moved to approve the November financial report subject to audit. Otto Williams seconded the motion; motion carried.

IV. Executive Director's Report on Staff Activities for the Month of December

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 December. 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 December as follows:

- Discussed Middlesex County need for two students to conduct independent review of public access sites in Middlesex County with Jim Smythers, Collateral Professor of Urban and Regional Planning, Virginia Commonwealth University Wilder School. Internship students cost \$2,500 per semester. Announcement of availability of internship has been made public by VCU.
- Consulted with Speaker Pollard of Williams Mullen concerning the valuation of land converted to a wetland mitigation bank and how the local government reassessment process accounts for a commercial use of wetlands.
- Began reviewing the Mathews County Zoning Ordinance for existing planning options currently in place to address recurrent flooding issues.
- Consulted with Jim Robinson, Chair of the Mathews County Planning Commission, concerning forthcoming flooding and land use planning policy work. Discussed letter of engagement and process for professional service engagement.
- Scheduled December 16 meeting of Middle Peninsula Mayors and Chairs to review draft legal documents and seek agreement in principle to terms proposed.

Mrs. Trudy Feigum requested Mr. Lawrence to give an explanation of green infrastructure. The Middle Peninsula's undeveloped natural landscape would be considered green infrastructure.

V. Public Comment

Chairman Smith opened the meeting for public comments.

1. Mrs. Betty Lucas, Essex County, commented on agenda item #7, HRSD Aquifer Replenishment Discussion. Mrs. Lucas distributed a handout of her comment.
2. Mrs. Monica Sanders, Middlesex County, commented on the legal daily outtake of many gallons of water by Rock Tenn.

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.*

VI. Stormwater Update

MPPDC Executive Director Lewis Lawrence said he does not know what DEQ is going to propose for the next step. With the holidays upon us and the SAG facilitator out of the country, nothing is happening. It seems that the issue may be taken up at the next General Assembly session.

Discussion was held regarding localities to continue to support opt out requirements, stormwater projects, citizens' involvement, and property rights.

VII. HRSD Aquifer Replenishment Discussion

MPPDC Executive Director Lewis Lawrence said HRSD has a plan to pump wastewater treated to drinking water standards back into the aquifer to replenish the resource. By replenishing the aquifer in this way, HRSD's plan could replenish the aquifer over 50 years. This may also clean the Chesapeake Bay by reducing the amounts of Nitrogen and Phosphorus being discharged into the watershed now. Some issues still need to be resolved (removal of prescription drugs, hormones, and water too clean for the aquifer).

Mr. Lawrence will contact Mr. Ted Henifin, General Manager of HRSD, to come and give a presentation to the Board in 2016 when his schedule permits.

Discussion was held regarding regulations by DEQ and the EPA, recycled water, and water use by the paper mill.

VIII. US Route 17 Evacuation Plan Update

Mr. Harrison Bresee, III, MPPDC Emergency Management Planner, said the evacuation plan will show a complete Virginia operational evacuation plan along Rt. 17 between the Coleman Bridge and the Caroline County line in the Middle Peninsula. The Commonwealth designated Rt. 17 as a major evacuation route but no overall evacuation plan exists. The purpose of the Plan is to provide a framework and guidance in advance of an event, synchronize efforts of stakeholders, and allow for the steady and safe movement of evacuees. The Plan will involve all state agencies during a major evacuation within the region and will support plans of local jurisdictions within the Middle Peninsula.

The Evacuation Plan has input from Local Emergency Managers and Responders, VDOT, Virginia State Police, Virginia Department of Emergency Management, 3 Rivers Health District (VDH), and Department of Military Affairs (National Guard). The Virginia Department of Emergency Management will oversee the implementation of the Middle Peninsula Rt. 17 Evacuation Technical Support Plan; VDOT will assist in coordinating the most viable transportation networks to, from, and within the emergency or disaster area and regulate the use of these transportation networks; the Virginia State Police will provide traffic control and law enforcement in coordination with local and federal law enforcement agencies; 3 Rivers Health District (VDH) will provide assistance to localities for evacuation of casualties when requested; and the local jurisdictions will control incident command.

Mr. Bresee said some gaps have been identified and those will be addressed at a stakeholders meeting in January 2016.

Discussion was held regarding traffic issues, state emergency restrictions, tolls on Coleman Bridge, and Coast Guard involvement.

IX. Draft Living Shoreline Incentive Program Guidelines

Mrs. Beth Johnson, MPPDC Finance Director, said the living shoreline incentive program (LSIP) was designed to provide a source of low interest financing to homeowners for the purpose of establishing living shorelines to protect or improve water quality and prevent the pollution of regional waters. The draft Virginia Revolving Loan Fund Program Design and Guideline for the Middle Peninsula Living Shoreline Incentive Funding Program will delineate marketing strategies, loan application and review processes, environmental review, funds management and administration, and loan agreements with property owners.

In 2011, legislation was passed to encourage the use of living shorelines as the preferred alternative for stabilizing tidal shorelines in the Commonwealth. In 2013, MPPDC produced a study to determine the efficacy of incentivizing the use of living shorelines through the establishment of a revolving loan fund. In 2015 legislation

to amend Chapter 22 of the Code of Virginia by adding §62.1-229.5 loans for living shorelines was passed by the General Assembly. In November 2015, DEQ issued draft Virginia Clean Water Revolving Loan Fund VCWRLF guidelines and lastly legislation has been drafted to provide tax exempt status for living shorelines.

Funding will be made available from the Virginia Clean Water Revolving Loan Fund Program overseen by DEQ. The minimum loan amount available to eligible entities will be \$100,000 with 0% interest for 20 years. Local Plan Funding provides loans to a local government that has developed a funding program to provide loans to individual citizens for the purpose of establishing living shorelines and Direct Funding **will** provide low interest loans to a local government for establishing living shorelines on public property. MPPDC secured funding from the National Fish and Wildlife Foundation to provide for installation of a living shoreline demonstration project at the Middle Peninsula Chesapeake Bay Public Access Authority's Captain Sinclair Landing. This funding will also provide educational and marketing materials for the public, funding to design the Draft Middle Peninsula LSIP, and approximately \$38,000 to assist one or more Middle Peninsula homeowners with financing a living shoreline on their property.

Discussion was held regarding Virginia Marine Resource Commission permit, applying for funding, and the MPPDC's role.

X. General Assembly Discussion

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

Discussion was held regarding county taxing authority by Mr. Travis Moskalski, stormwater by Mr. Tom Swartzwelder, and VACo agenda for 2016.

Ms. Sherrin Alsop, King and Queen County, thanked everyone for their support as 2nd Vice President of VACo. Ms. Alsop is a member of the Environment and Agriculture Committee and said it would be great to have another Middle Peninsula representative on that Committee. She also serves on the Health and Human Resources Committee. Ms. Prue Davis, Essex County Board of Supervisor; Mrs. Janine Burns, Mathews County Board of Supervisor; and Mr. Otto Williams, King William County Board of Supervisor, now serve on the Environment and Agriculture Committee. Mrs. Burns and Mr. Williams seats will expire and others will have to be nominated to serve. Ms. Alsop and Chairman Smith now serve on the Health and Human Resources Committee. Mr. Smith's seat will be open in January. Ms. Alsop encouraged the Board to let their County officials know and appoint someone to serve on the Committees so that the Middle Peninsula will continue to be well represented in VACo.

XI. Leadership Discussion

Chairman Smith said that he and Mr. Otto Williams were not reelected to their prospective County Board of Supervisors. Chairman Smith expressed an interest to continue to serve on the MPPDC Board as a citizen of Essex County. The Essex County Board of Supervisors has the power to appoint Chairman Smith as its citizen representative. If Chairman Smith is not appointed as Essex County's citizen representative, the MPPDC Board will have to elect a new Chairman at its January 2016 meeting and a new Vice Chairman. Gary Allen from Essex and Dr. Lynch from Gloucester said they also will be leaving the MPPDC at the end of December.

XII. Other Business

1. Mr. Lewis Lawrence, MPPDC Executive Director, said William and Mary students of the Public Policy Program prepared a policy research seminar report on two key demographics - Millennials and retirement age individuals, within the Middle Peninsula to identify their preferences and perceptions of the region. The survey was completed by high school students, college students, and retirees and those nearing retirement. From the millennial perspective, 80% consider affordability and proximity to jobs as important and 78% would live in the Middle Peninsula if they were close to their job. From the retirement age perspective, 97% agree that there are many ways to be involved in the community and 96% say healthcare facilities are important when considering retirement options. Demographic trends show that 51% are likely to live in the Middle Peninsula in the next five years and 86% plan to retire permanently in the Middle Peninsula when they reach retirement age.
2. MPPDC Chairman Bud Smith said four members terms will end on December 31st. Outgoing members are MPPDC Chairman Edwin Smith, Dr. Maurice Lynch, Mr. Otto Williams, and Mr. Gary Allen. The MPPDC is losing over 60 years MPPDC experience with the loss of these 4 individuals. Chairman Smith read a resolution that was presented to the outgoing individuals.

Dr. Lynch, Mr. Williams, Mr. Allen, and Chairman Smith thanked the Board for the opportunity to serve for so many years. The MPPDC Board gave Dr. Lynch, Mr. Williams, Mr. Allen, and Chairman Smith a standing ovation for their many years of service to local government.

3. Mr. Sandy Wanner, Gloucester Interim County Administrator, said that the Gloucester County Board of Supervisors will be announcing the new County Administrator next week. Mr. Wanner said he would accompany and introduce the new County Administrator at next month's Board meeting.

XIII. Adjournment

Chairman Smith requested a motion to adjourn from Otto Williams. Otto Williams moved to adjourn the meeting. Jack Miller seconded the motion; motion carried.

COPY TESTE:

(Secretary)

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Project Financial Report

Middle Peninsula Planning District Commission

Run Date: 01/11/2016
 Run Time: 10:31:21 am
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Period Ending: 12/31/15

Expenditures

Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30013	EE&CBG Project	3,894.00	40.45	3,404.71	489.29	87.43%	3,421.72	17.01
30019	Urbanna Foundation	6,000.00	13.82	6,027.43	-27.43	100.46%	6,000.00	-27.43
30106	MPRJ Flash Freeze Study	90,000.00	22,423.54	89,933.37	66.63	99.93%	38,596.13	-51,337.24
30108	Building Collaborative Co	34,275.00	2,524.72	33,994.31	280.69	99.18%	31,733.88	-2,260.43
30109	Tidewater RC&D Staff Su	0.00	13.96	3,708.86	-3,708.86	0.00%	0.00	-3,708.86
30170	MPBDP FY12 Staff Sup	13,830.00	191.51	15,934.67	-2,104.67	115.22%	18,380.01	2,445.34
30210	FY15 Transportation Dem	20,000.00	35.52	20,236.95	-236.95	101.18%	20,037.57	-199.38
30211	FY16 Transportation Dem	74,000.00	6,320.91	33,233.89	40,766.11	44.91%	25,137.45	-8,096.44
30313	FY16 RTP	72,500.00	5,269.55	31,928.77	40,571.23	44.04%	19,437.56	-12,491.21
30420	Onsite Loan Management	118,932.85	401.68	117,814.31	1,118.54	99.06%	122,138.30	4,323.99
30423	VCWRFR Onsite Fund	82,500.00	0.00	83,530.21	-1,030.21	101.25%	115,871.44	32,341.23
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	3,800.34	100,406.69	29,603.31	77.23%	93,912.05	-6,494.64
31202	Emergency Planner	110,000.00	10,782.79	107,442.11	2,557.89	97.67%	50,462.73	-56,979.38
32010	PAA Staff Support	7,000.00	809.54	3,148.07	3,851.93	44.97%	2,332.64	-815.43
32011	PAA Altruistic Giving	40,000.00	170.18	40,346.87	-346.87	100.87%	36,000.00	-4,346.87
32012	PAA Capt Sinclair Impr	39,977.00	89.24	40,025.30	-48.30	100.12%	20,717.53	-19,307.77
32013	DOF Maritime Forest Ca	2,535.00	6.89	539.71	1,995.29	21.29%	147.54	-392.17
32014	Public Access Master Pla	75,000.00	5,754.88	16,780.11	58,219.89	22.37%	7,763.30	-9,016.81
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	3,336.91	38,150.84	184,116.16	17.16%	31,859.27	-6,291.57
32134	309 Ditching	40,000.00	438.33	40,545.71	-545.71	101.36%	40,000.00	-545.71
32135	Coastal TA FY16	60,000.00	4,530.69	15,244.64	44,755.36	25.41%	7,488.85	-7,755.79
32136	Mathews SLR Adapatati	54,687.00	3,556.99	10,722.22	43,964.78	19.61%	7,754.17	-2,968.05
32137	Mathews Ditch Map Data	60,524.00	2,486.01	7,782.79	52,741.21	12.86%	0.00	-7,782.79
32207	Working Waterfronts Pl	50,000.00	364.63	50,901.23	-901.23	101.80%	45,000.00	-5,901.23
32209	WWF State Plan	50,000.00	949.85	2,753.14	47,246.86	5.51%	0.00	-2,753.14
38016	FY16_Local_Programs	179,364.00	45,433.38	95,356.63	84,007.37	53.16%	149,100.86	53,744.23
Totals:		<u>1,810,951.49</u>	<u>119,746.31</u>	<u>1,183,608.57</u>	<u>627,342.92</u>	<u>65.36%</u>	<u>1,163,899.88</u>	<u>-19,708.69</u>

Balance Sheet by Category

Middle Peninsula Planning District Commission

Run Date: 1/11/16
Run Time: 10:32:40 am
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Period Ending: 12/31/15
Format: 1 Board

Assets:

Cash in Bank	611,725.98
Receivables	250,444.50
Property & Equipment	9,575.28
Deferred Outflows	29,567.00

Total Assets:

\$901,312.76

Liabilities:

Accounts Payable	35,525.52
VRA Loan Payables	132,021.44
Payroll Withholdings	-1,225.59
Accrued Leave	51,014.76
Deferred Inflows	31,258.00
Net Pension Liabilities	281,877.00
Cost Allocation Control	(1,223.16)

Total Liabilities:

\$529,247.97

Equity:

Local Initiatives/Information Resources	8,131.81
Economic Development	-3,523.99
Transportation Programs	-20,787.03
Emergency Management Projects	-56,979.38
Onsite Repair & Pumpout	36,668.11
Housing	17.26
Coastal Community & Environmental	-56,951.27
Public Access Auth Programs	-9,832.24
Mandates	35,654.78
Temporarily Restricted	188,479.87
General Fund Balance	251,186.87

Total Equity:

\$372,064.79

Total Liabilities and Equity

\$901,312.76

Balance:

\$0.00

Agencywide R&E by Category

Middle Peninsula Planning District Commission

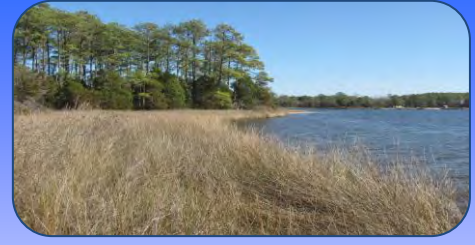
Run Date: 01/11/2016
Run Time: 10:34:30 am
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Period Ending: 12/31/15
Format: 1 Agencywide R&E
With Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Ovr	% Bud
Revenues					
Local Match	0.00	37,827.30	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	1,999.15	26,770.31	17,229.69	60.84%
State Revenues	135,171.00	5,833.92	65,173.38	69,997.62	48.22%
Federal Revenues	646,836.00	5,326.64	87,837.77	558,998.23	13.58%
Miscellaneous Income	11,250.00	202.23	1,507.02	9,742.98	13.40%
RevolvingLoan Program Income	7,000.00	710.84	42,930.07	-35,930.07	613.29%
Revenues	957,281.01	51,900.08	440,381.21	516,899.80	46.00%
Expenses					
Personnel	457,530.00	41,293.33	268,386.08	189,143.92	58.66%
Facilities	27,963.00	2,416.03	14,476.69	13,486.31	51.77%
Communications	4,050.00	344.86	2,234.70	1,815.30	55.18%
Equipment & Supplies	3,800.00	727.59	13,027.68	-9,227.68	342.83%
Travel	6,879.00	213.93	3,885.04	2,993.96	56.48%
Professional Development	14,950.00	2,405.97	11,762.67	3,187.33	78.68%
Contractual	279,643.00	30,313.10	112,612.74	167,030.26	40.27%
Miscellaneous	53,156.00	4,204.21	25,929.65	27,226.35	48.78%
Regional Share	0.00	37,827.30	55,667.93	-55,667.93	0.00%
Expenses	847,971.00	119,746.32	507,983.18	339,987.82	59.91%
Agency Balance	109,310.01	-67,846.24	-67,601.97		

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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

Regional Profile:

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

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

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

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

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

MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

Staff Activities Service Summary of Regional Progress

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

Report on Mandated Initiatives

Locality	Water Supply Plan Support Staff: Lewie 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	✓	Sent to FEMA for review
King & Queen	✓	Found Compliant	✓	Sent to FEMA for review
King William	✓	Found Compliant	✓	Sent to FEMA for review
Mathews	✓	Found Compliant	✓	Sent to FEMA for review
Middlesex	✓	Found Compliant	✓	Sent to FEMA for review
Town of Tappahannock	✓	Found Compliant	✓	Sent to FEMA for review
Town of West Point	✓	Found Compliant	✓	Sent to FEMA for review
Town of Urbanna	✓	Found Compliant	✓	Sent to FEMA for review

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	Approved
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	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
January 19, 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 (804) 758-2311x24 (804) 832-6747 (cell)
Programs: *Coastal Zone Technical Assistance, Local Initiatives, Public Access Authority*

Finance Director: Beth Johnson

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

Chief of Community Planning: Marquitrice Mangham

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

Planner 2: Harrison Bresee

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

Planner 2: Jackie Rickards

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

Secretary: Rose Lewis

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

- Gave ESRI permission to post the MPPDC presentation on the 2015 Hazus Conference website.
- Updated the All Hazards Mitigation Plan based comments from VDEM.
- Advertised public comment period and meetings on the homepage of the MPPDC website and in local newspapers, including the *Gloucester Mathews Gazette Journal* and *Southside Sentinel*. Localities that also advertised for this second round of public meetings and comments on their website include Middlesex, Gloucester, and King William Counties and the Town of Urbanna. The public comment opened December 16, 2015 and closed January 14, 2016.
- Public Meetings were held on Tuesday, January 5, 2016 5-7pm in the Middle Peninsula Planning District Commission Boardroom (125 Bowden Street Saluda, VA 23149) and Wednesday, January 6, 2016 5-7pm in the King & Queen Branch Library Conference Room (396 Newtown Road St. Stephen's Church, VA 23148).
- Added a paragraph about Economic Resiliency to section 3 of the plan related to Middle Peninsula Localities.
- 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 plans were made available to the public at local libraries throughout the region, including:

Mathews Memorial Library 251 Main Street Mathews, VA 23109 (804) 725-5747	Gloucester County – Point Branch Library 2354 York Crossing Dr. Hayes, VA 23072 (804) 642-9790
Essex Public Library 117 N. Church Lane Tappahannock, VA 22560 (804) 443-4945	King & Queen Branch Library 396 Newtown Road St. Stephen’s Church, VA 23148 (804) 769-1623
Urbanna Branch Public Library 150 Grace Street Urbanna, VA 23175 (804) 758-5717	Upper King William Branch Library 694-J Sharon Rd Sharon Office Park King William, VA 23086 (804) 769-3731
Gloucester County Main Library 6920 Main Street Gloucester, VA 23061 (804) 693-2998	Pamunkey Regional Library – West Point Branch Library 721 Main Street West Point, VA 23181 (804) 843-3244

- Provided localities with a timeline for the remainder of the AHMP Update project. The checked boxes indicate that the task was 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 will send 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 website – meeting notices, reports, news releases, public comment notices.
- Provided Middle Peninsula 2016 Board of Supervisors list to Kay Sheldon, Bay Aging Inc. per request.
- Received phone call from Gloucester County resident inquiring as to MPPDC newsletter and options for receiving information about the work the Commission is doing in the region. He believes the work the Commission does is important and would like to see information on MPPDC programs more widely distributed to the community.

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.
- Presented FY2015 audit to MPCBPAA Board.

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.

- Discussed Middlesex County public access survey design and legal ownership records for multiple Middlesex County public access sites with Matt Walker, Middlesex County Administrator. Developed additional questions specific to the Dragon Run as requested by Middlesex County.
- Met with a Middlesex County citizen interested in knowing more about the public access survey being conducted by the Middle Peninsula Planning District Commission on behalf of Middlesex County.
- Interviewed two Virginia Commonwealth University students interested in an internship 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.
- Completed the MOU with Middlesex County to: (1) Develop and administer a public access survey for Middlesex, (2) recruit students to conduct an access site survey, and (3) to assist Middlesex County in developing policy to improve public access sites within the County. This MOU was passed by the Middlesex County Board of Supervisors in November 2015.
- Worked with Middlesex County complete a public access survey for the general public. The survey opened January 4, 2016 and will close March 31, 2016. 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>. If computer access is an issue, printed versions of the survey will be available at the Middlesex County Administrator's Office ([877 General Puller Hwy](#) Saluda).
- Collected and organized public policy documents from Essex County regarding public access.
- Drafted letters of engagements for two Virginia Commonwealth University students, Darrin Lee and Douglas Diedrichsen, to work on conducting independent public access site assessments in Middlesex County and to develop recommendations for potential highest and best uses for each site, an explanation of the pros and cons of each recommendation, as well as, suggested strategies to advance their recommendations.

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.

- Consulted with Jack White, Mathews County Board of Supervisors member, concerning non-tidal wetland regulations. Discussed how the U.S. Environmental Protection Agency has delegated the administration of non-tidal wetlands to the State Water Control Board/Department of Environmental Quality in Virginia.
- Consulted with Delegate Keith Hodges concerning derelict vessel removal programs across the U. S. Discussed possible legislation for the development of a Virginia derelict vessel program.
- Received notification from staff from the Essex County Parks and Recreation Department to initiate media outreach for the altruistic giving of waterfront parcels as private donation for new public access sites.

- Consulted with Derek Green, Gloucester County Assessor, concerning land valuation approaches for land conversion into a non-tidal wetlands mitigation bank. Discussed options for assessing the commercialization of the land versus the actual land use.
- Consulted with Mark Rubin, DEQ Stormwater Advisory Group facilitator, concerning ongoing issues with the consolidation approach offered by the Stormwater Advisory Group. Discussed the awkwardness of DEQ recognizing that non-MS4 rural local governments generally don't have the technical skills to handle the technical requirements for projects over 1 acre of land disturbance, but how at the same time DEQ is proposing that non-MS4 rural local governments apply the same standards to projects under 1 acre of land disturbance.
- Consulted with Peggy Sanner, Senior Attorney for the Chesapeake Bay Foundation, concerning possible need for conserving and protecting additional land owned by the Middle Peninsula Chesapeake Bay Public Access Authority as environmental offsets for the Foundation.
- Discussed the conversion of agricultural lands to a wetland mitigation bank with OJ Cole, Mathews County Board of Supervisors member. Discussed lost revenue related to real-estate assessment process.
- Consulted with Jack Miller, Middlesex County Board of Supervisors, concerning the status of stormwater regulations and the work of the stormwater advisory group. Advised Mr. Miller that the SAG group has not voted on the final recommendations yet, but the vote was expected soon.
- Consulted with Joe Schumacher of Congressman Robert Wittman's office concerning Federal Coordination statutes and its applicability in Virginia. Preliminary comments indicate the statute is focused on federal land management issues.
- Consulted with *Daily Press* reporter, Frances Hubbard concerning the Middle Peninsula Demographic Study conducted by the William and Mary Public Policy Program. Mrs. Hubbard will run an article in the *Daily Press* on the findings of the study.
- Consulted with an absentee landowner concerning possible land donations in Gloucester County to the Middle Peninsula Chesapeake Bay public Access Authority. The donor has several small lots and is considering options.
- Consulted with Delegate Keith Hodges concerning enabling legislation for the Virginia Scenic Rivers program and concerns about underutilized and non-utilized sections of the enabling legislation and the implications to local governments.
- Consulted with Middlesex County Administrator, Matt Walker concerning the possible need for a Middle Peninsula-Eastern Shore-Northern Neck local government administrators meeting to discuss the status of stormwater consolidation and a unified position on the issue.
- 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. Mrs. 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.

- Consulted with Mindy Conner, Mathews County Administrator, concerning questions related to the legality of building a public pier over a prescriptive right of way. Discussed the question with Chip Neikirk, Virginia Marine Resource Commission, and he confirmed that there is Virginia case law supporting similar pier construction projects and felt that an application could be made, but would need to be reviewed by the Attorney General's office.
- Participated in the Eastern Virginia Groundwater Management Advisory Committee Trading Group #2 to discuss framework for a Virginia water trading program.
- Met with staff from the Chesapeake Bay National Estuarine Research Reserves in Virginia, located at the Virginia Institute of Marine Science to discuss climate literacy programs for the general public and K12 schools within the Middle Peninsula.

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.

- Made presentation on Middle Peninsula Planning District Commission Living Shoreline Incentive Funding Program Design and Guidelines to the Commission.
- Attended preconstruction meeting with contractor and VIMS staff on January 11. Construction scheduled to start on January 19.
- DEQ's draft Living Shoreline Funding Guidelines was approved by the State Water Control Board and sent out for public review and comments. A public meeting will be held on February 23. Public review ends on February 29.

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.

- Reviewed and analyzed Mathews County Comprehensive Plan and Zoning Code for existing planning and zoning tools that may be in place to manage growth and development impacts on flooding.
- Researched and compiled information on planning adaptation strategies recommended by National Oceanic Atmospheric Association. Conducted preliminary research on cluster developments and Virginia code legislation on authority of local governments on transfer of development rights programs.
- Contacted Mathews County Building Department regarding data collection on new construction permits issued for both commercial and residential in the past five years. This information will help to determine if and how development is impacting flooding in Mathews County and focus future research on suitable adaptation options.
- Compiled information and drafted a planning toolkit to assist local governments with decision making on planning, regulatory and market based options available for implementation in their efforts to mitigate sea level rise.
- Drafted Mathews Planning Commission questionnaire to collect information and guidance on anticipated outcomes of the project.
- Consulted with Mathews County Board of Supervisors member, Jack White concerning purchase a development rights (PDR) and transfer of development rights (TDR) programs as well as how the Virginia Department of Agricultural Consumer Services (VDACS) administers the funding program for the VDACS PDR program. Discussed the possible applicability of that program to deal with flooding and relocation as a water quality buffer program for the seafood industry.

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.

Project 32209 Virginia Working Waterfront Master Plan and 2nd 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.

- Consulted with Donald McCann, VIMS Advisory Services staff, concerning the development of a state-wide response for the Virginia working waterfront master plan.
- Hosted a meeting of the Working Waterfront Committee on December 16, 2015 to discuss the development of the Virginia Working Waterfront Master Plan as well as the 2nd Virginia Working Waterfront Summit.
- Finished the template for planning district commission chapters that will be inserted into the Virginia Working Waterfront Master Plan.

- Corresponded with Mr. Neal Barber regarding the content and timeline of the Virginia Working Waterfront Master Plan (below).

Timeline for the Development of the Virginia Working Waterfronts (WWF) Plan and the 2 nd WWF Summit in 2016.													
January	February	March	April	May	June	July	August	September	October	November	December		
<ul style="list-style-type: none"> • PDC's will work on their Chapter for the WWF Plan • Don will work on the State of the Commonwealth Chapter for the Plan 			<ul style="list-style-type: none"> • Neal will assemble the WWF Plan and write the plan's introduction, conclusion as well as chapter on working waterfront resiliency. • PDCs will begin to share individual chapters to their Commission and participating localities. 			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

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.
- Received online registration for ridematching for a Williamsburg resident commuting to Gloucester County. No match available.
- Convened Association for Commuter Transportation Telework Council meeting on January 5 to discuss 2016 work plan and conference presentation abstracts.
- Began FY17 program grant application package to be submitted to VDRPT by 2/1.
- Consulted with Mike Stevens, Bay Transit regarding bus wrappers for Bay Transit buses in Essex/Tappahannock, Gloucester, King and Queen/King William/West Point, Mathews and Middlesex/Urbanna.
- 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.

- Compiled information and initiated a draft report on Middle Peninsula localities' transportation project priorities.
- Compiled information from VDOT Business Corridor 17 study of Gloucester County for inclusion into the sidewalk gap analysis report.
- Researched public rights and interest in the Ferry Landing Road ending at Piscataway Creek. Provided assistance to Trent Funkhouser, Essex County Economic Development Coordinator, on a request and resolution for Ferry Landing at Piscataway Creek road ending transfer from VDOT to Public Access Authority (PAA). Discussed the PAA and Essex County's roles and responsibilities regarding the road ending.
- Coordinated and held Local Planners Meeting on January 20th. Topics of discussion included transportation project priorities and storm water management update.
- 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.
- Completed the survey regarding the HB2 online submittal process.
- Submitted Rural Transportation Program 2nd quarter semi-annual report to Craig Van Dussen, VDOT Fredericksburg District Manager.
- Prepared and submitted quarterly reimbursement request to VDOT.

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.

- Completed final septic repair utilizing VDH/NFWF grants before 12/31/15 deadline for a Gloucester homeowner. By partnering with VDH, MPPDC was able to provide grant assistance of \$7500 each to 5 Middle Peninsula homeowners to repair failing septic systems with new nutrient-reducing septic systems. The homeowners borrowed the remaining funds to complete the repairs from the MPPDC revolving loan program.
- Prepared and submitted reimbursement request to Walter Gill, DEQ for loan funds utilized on 2 septic repairs.

- Reviewed 2015 Virginia Water Quality Improvement Fund – Nonpoint Source Request for Applications. This funding provides for grants for septic repairs. MPPDC will be submitting a proposal to be matched with loans from the MP Septic Revolving Loan Fund Program to provide assistance to low-mod income homeowners to repair failing septic systems.
- Received notice that MPPDC’s proposal for funding to assist low-mod Middle Peninsula homeowners to comply with septic pumpout requirements was approved. This program was to have begun on 1/1/16, but staff is still waiting on contract from DEQ. Current waiting list = 87.
- Consulted with Gloucester County homeowner regarding malfunctioning septic system. Discussed MPPDC Septic Repair Program and mailed application.
- Began preparation of WQIF grant application to provide grant funds to low-mod income Middle Peninsula homeowners. This is the first time since 2010 that these funds, the main source of MPPDC’s septic repair grants to homeowners, have been made available for septic repairs.
- Executed ACH loan payments for septic loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients’ bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 15th of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12th of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.

Note: All WQIF grant funds have been spent and all VRA grant funds have been committed. MPPDC staff are continuing to search for additional grant funding for this program. The ability to blend loans with grants is crucial in assisting low income homeowners in correcting failing septic systems.

Remaining uncommitted funding – \$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.

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

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.

- Consulted with Ryan McKinnon, reporter for the *Tidewater Review*, concerning formation of the Middle Peninsula Economic Development Organization.
- Convened the December meeting of the Middle Peninsula Mayors and Chairs Caucus to review and discuss draft legal documents for the formation of a Middle Peninsula Economic Development Organization (EDO). Upon review of draft legal documents it was agreed that Tom Swartzwelder, King and Queen County Administrator/County Attorney, and Lewie Lawrence, Executive Director for MPPDC, would meet with legal staff at Sands Anderson to discuss ongoing questions related to formation of the EDO.

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.

- Consulted with Mike Jenkins, Executive Director for the Bay Consortium Workforce Investment Board, concerning labor and worker training for the conceptual Middle Peninsula Regional Jail Flash Freeze facility. Also discussed the possibility of a survey to better understand what labor and worker training needs are across the Middle Peninsula.
- Reviewed the final report submitted to the Middle Peninsula Regional Jail Board from Virginia Tech.
- Completed and submitted the final quarterly report to the USDA which included the final report.
- Prepared and submitted final reimbursement request to B.J Fulcher USDA and invoice to MPRJA.

Project 380161 Local & Regional Technical Assistance

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

- Received a call from an Essex County resident regarding assistance with zoning and sign ordinance interpretation. The resident explained that there was a concern with a neighbor having excessive signage in their yard, impacting the appearance of the community. The resident had spoken to the County Zoning Administrator, however, was also soliciting assistance from PDC staff. The resident was instructed to contact her Board of Supervisor representative who would need to request assistance from the PDC on this matter.

- Drafted a letter of engagement between Mathews County and MPPDC for work to be performed under a proposal for the 2035 Comprehensive Plan Update and zoning and development code review and update by PDC staff.
- Drafted and sent a cost for services estimate to update the Town of Urbanna Comprehensive Plan, Zoning Map and Local Chesapeake Bay Ordinance at the request of John Gill, Urbanna Zoning Administrator.
- Created GIS maps for local enterprise zone initiative in Essex County at the request for assistance from Trent Funkhouser, Economic Development Coordinator.
- Received and reviewed the Advisory Checklist for Chesapeake Bay Phase III Implementation Performance Standards review conducted on Mathews County Local Ordinances from Nancy Miller of DEQ, to assist with future zoning and development code review and update.
- Attended Community Development Block Grant Workshop hosted by Department of Housing and Community Development.
- Compiled available data into spreadsheet for Regional Salary Survey. Still missing data from one locality to complete the survey.
- Convened Local Government Administrators Meeting. Discussions included: regional salary survey, employee turnover, Chesapeake Bay WIP status, HRSD Aquifer Replenishment plan, Groundwater permits, York Scenic River designation issues, legislative issues.
- Prepared and submitted FY17 local funding requests to Middle Peninsula localities.
- Consulted with Ken Griffin, King William County Administrator, and Bret Schardein, Director of Community Development, regarding MPPDC dues, charter and by-laws, value of services provided to localities, cost estimates for mandates.
- Consulted with R. V'lent 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. MPPDC staff have not received any notices regarding this application. Currently there are 87 homeowners on the waiting list.
- Consulted with Joan Salvati, DEQ, regarding Septic Pumpout application. She provided verification that MPPDC's proposal had been approved, but could not verify the amount of funding or the date on which to expect a contract.
- Consulted with John MaGruder, newly elected Essex County Board of Supervisors member, concerning MPPDC bylaws and appointment process for Commissioners. Also discussed the history behind Virginia Stormwater Regulation and the consolidation effort underway by the Virginia Department of Environmental Quality.
- Consulted with Essex County Administrator, Reese Peck concerning the Middle Peninsula Planning District Commission appointment schedule and bylaws requirement for appointments.

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 15th of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12th of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.

EMERGENCY SERVICES

Funding - Pending

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

Project 3120231203 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.

- Final comments incorporated in the Draft Middle Peninsula Rt. 17 Regional Evacuation Technical Support Plan and the Middle Peninsula Resource Typing Document. To date, all localities-- Gloucester, King and Queen, King William, Mathews, Middlesex, and Essex/Tappahannock-- have submitted data and have reviewed the draft plans.
- Hosted and participated in the Gloucester/Middlesex Regional Interim Shelter meeting at the MPPDC Board Room on January 7. 19 people attended, with representatives from Social Services, Emergency Management, and CERT volunteers from Gloucester and Middlesex Counties; the American Red Cross; and the Olsen Group. The draft Regional Interim Shelter plan was discussed and changes were made.

Planning for the Sheltering Functional Exercise was performed. The Exercise will be held on Saturday, March 12 at the Moose Lodge in Gloucester, Va. The Exercise is designed to test the draft Regional Interim Sheltering plan.

- Met with Jane Wenner and Creig Moore, Gloucester County Emergency Management, to discuss the potential for submitting an application to FEMA for FY2015 Assistance to Firefighters Grants (AFG). There is not enough lead time this year to submit an application. Localities and/or Fire Departments need to develop a grant in advance for next year's application if they would like to be competitive.
- Met with Emergency Managers in Tappahannock at the Middle Peninsula/Northern Neck Emergency Managers quarterly meeting.
- Met with Mr. Jimmy Brann, Essex/Tappahannock Emergency Manager to discuss a draft shelter MOU between Essex/Tappahannock and the American Red Cross.
- Attended two sheltering listening sessions, one in Williamsburg and one in Tappahannock. The meetings were sponsored by the Virginia Department of Emergency Management. The sessions are designed to give local emergency managers and stakeholders an opportunity to help create a new and better statewide sheltering strategy. Results from the sessions, of which there were 19 across the Commonwealth, will be available in February or March 2016.
- Submitted quarterly report to VDEM.
- Prepared and submitted quarterly reimbursement request to VDEM via eGMS website.
- Completed, input and emailed contract and budget paperwork needed to execute contract for 2016 funding.
- Sent draft Letters of Agreement (LOA) between the County Emergency Management departments and the MPPDC are being developed. The scope of each of the projects is listed below.

312030 SHSG 2015 –(Amateur Radio)HAM Radio

- Coordinate and develop a contact list of Amateur Radio operators in the Middle Peninsula of Virginia and design and hold 2 regional workshops to educate Emergency Managers, local government officials, local volunteers, and other interested emergency personnel on the capabilities and processes of amateur radio operations during and after an event.

312031 SHSG 2015 – Emergency Planning

- Support the Emergency Managers in each Locality with training, planning, shelter coordination, and coordination between Federal and state emergency organizations.

312032 SHSG 2015 – Shelter Coordination

- Develop six County Specific Resource Documents and One Regional Resource Document containing contact information and available services from NGOs, local and national disaster relief organizations, local businesses, and local public entities. The project will further work to develop MOU's among these groups and localities to support local Shelter and recovery operations in the Middle Peninsula."

312033 SHSG 2015 – THIRA Mathews Middlesex

- Develop Threat and Hazard Identification and Risk Assessment (THIRA) for Mathews and Middlesex Counties in the Middle Peninsula of Virginia. Neither County has a THIRA or an emergency planner on staff to develop one.

312034 SHSG 2015 – THIRA King William King and Queen Essex

- Develop THIRA's for King William, King and Queen, and Essex Counties in the Middle Peninsula of Virginia. None of these counties have a THIRA or an emergency planner on staff to develop one.

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.

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.

- Prepared and submitted final report and reimbursement request to April Bahen, Virginia CZMP, DEQ.



COMMISSIONERS

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Hon. John C. MaGruder
Mr. A. Reese Peck
Mr. Edwin Smith, Jr.*

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Town of Urbanna

Hon. Steve Hollberg

Secretary/Director

Mr. Lewis L. Lawrence

TO: MPPDC Commissioners
FROM: Beth Johnson, Finance Director
DATE: January 27, 2016
RE: Virginia Conflict of Interest Disclosure Filing

To clarify who needs to file disclosure statements, when and to whom, I requested a determination by the Virginia Conflict of Interest and Ethics Advisory Council. At their meeting on December 10, 2015, the Council made the determination that elected and citizen members of Planning District Commissions that have “the 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, a disclosure statement of their personal interests and other information as is specified on the form set forth in § 2.2-3118 and thereafter file such a statement on or before December 15, unless the governing body of the jurisdiction that appoints the members requires that the members file the form set forth in § 2.2-3117 semiannually...”

These forms should be filed with “the clerk of the locality in which the commission has chosen as its principal office” i.e. Middlesex County, PO Box 428, Saluda, VA, 23149. Your locality should provide you with the proper form prior to the filing deadline.

Copies of the determination are available on the Virginia Conflict of Interest and Ethics Advisory Council website at

<http://ethics.dls.virginia.gov/Formal%20Advisory%20Opinions/2015-F-002%202.2-3115%20Commission%20filers%20memo.pdf>

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Draft 2016 Annual Meeting Schedule

January – 4th Wednesday, MPPDC Boardroom, General Meeting

Adoption of Calendar Year Meeting Schedule

Appointment of Overall Program Design (OPD) & Budget, Nominating Committees

Special election

February – 4th Wednesday, MPPDC Boardroom, General Meeting

Adoption of CDBG Regional Priorities

March – 4th Wednesday, *Dinner Meeting* – Location TBD

April – 4th Wednesday, MPPDC Boardroom, General Meeting

May 11 – OPD Committee work session

May 18 – OPD Committee work session, if needed

May - 4th Wednesday, MPPDC Boardroom, General Meeting

Presentation of Draft OPD & Budget

June - 4th Wednesday – *Dinner Meeting* – Location TBD

Election of MPPDC Officers

Adoption of OPD & Budget

July - 4th Wednesday, MPPDC Boardroom, General Meeting

Presentation & Adoption of MPPDC FY16 Indirect Cost Allocation Plan

August – No meeting

September -4th Wednesday, MPPDC Boardroom, General Meeting

Adoption of MPPDC Legislative Program

October - 4th Wednesday – *Dinner Meeting* – Location TBD

November – 3rd Wednesday – MPPDC Boardroom, General Meeting

Presentation of Audited Financial Statements

December - 3rd Wednesday – MPPDC Boardroom, General Meeting

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