MEMORANDUM

TO:         MPCBPAA
FROM:       Lewis Lawrence, Acting-Executive Director
DATE:       March 8, 2012
RE:         March 16, PAA Meeting

This announcement serves as notice to call a meeting of the Public Access Authority on Friday, March 16, 2012, at 9:00 a.m. The meeting will be held in the MPPDC Regional Board Room in Saluda.

Following this update the remainder of the meeting will include normal PAA agenda items. If you have any questions, please call (804-758-2311) or email me at (LLawrence@mppdc.com) at your convenience.

AGENDA

1. Welcome and Introductions
2. Approval of December 2011 Minutes
3. Financial Report
4. Public Comment
5. Discussion of Williams Wharf Easement
6. Update on Mathews Heritage Park Management Plan
7. Prince Street Landing – Tappahannock
8. Perrin Wharf Project
   a. Improvements
   b. Transfer of Ownership
9. Working Waterfront Definition
10. Update on Legal Issue: CELCP ROW
11. Other Business
12. Chairman Observations
13. Next Meeting
14. Adjourn
1. Welcome and Introductions
The Middle Peninsula Chesapeake Bay Public Access Authority held its meeting in the Middle Peninsula Planning District Commission Board Room in Saluda, Virginia, at 11 a.m. on December 9, 2011.

Attending: Steve Whiteway Mathews County, Tom Swartzwelder King and Queen County, Scott Lucchesi King William, Holly N. McGowan Town of West Point, John Edwards Town of West Point, Jr., John Halpin-Town of Urbanna, Louise Theberge Gloucester County, Carlton Revere Middlesex County and, from MPPDC Staff, Lewis Lawrence and Harrison Bresee.

2. Approval of October, 2011 Minutes
Chairman Louise Theberge requested a motion to approve the October 2011 minutes. Mr. Whiteway moved that the minutes be approved. Mr. Revere seconded the motion. Chairman Theberge asked for any discussion. Motion carried by unanimous vote.

3. Financial Report
Chairman Theberge requested a motion to approve the October 2011 Revenue and Expenditure Report. Mr. Revere moved that the Report be approved. Mr. Whiteway seconded the motion. Motion carried by unanimous vote.

4. Public Comment
None.

5. Discussion on Williams Wharf Easement
Mr. Lawrence discussed the pros and cons of the PAA overseeing the Williams Wharf Easement for perpetual use for public access. Topics covered included: legal cost of enforcement; civil investigation; costs of historic preservation; overlay district to match terms of easement; and costs to fix and maintain the property. No action taken.

6. Update on Grant Award-National Parks Service: Mathews Heritage Park Management Plan
Mr. Lawrence updated the members. A local stakeholders committee needs to be appointed. Stakeholder meetings will be held in 2012 with the professional assistance of the National Park Service (as mediator). The goal of the project is to develop a public use plan for the Mathews Heritage Park. Mr. Whiteway recommended that the Mathews Board of Supervisors appoint the members of the stakeholder committee. No action was taken.
7. Working Waterfronts
Mr. Lawrence updated the members on several items related to working waterfronts, including Perrin Wharf in Gloucester, Working Waterfront Coalition and the need to collect local information related to working waterfront infrastructure classified as “hubs” (key pieces of working waterfront infrastructure) and “spokes” (support businesses). PAA staff is working with each localities planning department to develop a master list of infrastructure across the Middle Peninsula.

8. Update on Legal Issue: CELCP ROW
No additional information. Proposed mediated solution is still being reviewed.

9. Other Business
The PAA members discussed VA Code 58.1-2289 (Fuel Tax Support for Commercial Infrastructure). The original vision of the tax has been lost at the State level. Considering that the local seafood industry is paying into the fuel tax, but not receiving the promised returns, PAA Members support the drafting of a letter to State General Assembly representatives requesting that the original vision of the code be re-instated.

10. Other Business
None

11. Chairman Observations
None

12. Next Meeting
The next meeting of the Middle Peninsula Chesapeake Bay Public Access Authority is scheduled for Friday, February, 10 2012 at 11:00am

13. Adjournment
Chairman Theberge requested a motion to adjourn the meeting. Mr. Revere moved that the motion be approve; Mr. Edwards, seconded the motion. Meeting was adjourned.
## Revenue and Expenditure Report by Project

*Middle Peninsula Planning District Commission*

**Period 07/01/11 to 02/29/12**

### Project Code & Description

<table>
<thead>
<tr>
<th>Project Code</th>
<th>Description</th>
<th>Budget</th>
<th>Prior Year</th>
<th>Current</th>
<th>YTD</th>
<th>Proj Tot</th>
<th>Un/Ovr</th>
<th>% Bud</th>
</tr>
</thead>
<tbody>
<tr>
<td>32007</td>
<td>PAA Administration</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Revenues

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Budget</th>
<th>Prior Year</th>
<th>Current</th>
<th>YTD</th>
<th>Proj Tot</th>
<th>Un/Ovr</th>
<th>% Bud</th>
</tr>
</thead>
<tbody>
<tr>
<td>41700</td>
<td>VDCR</td>
<td>75,900.00</td>
<td>75,900.00</td>
<td>0.00</td>
<td>0.00</td>
<td>75,900.00</td>
<td>0.00</td>
<td>100.00%</td>
</tr>
<tr>
<td>42001</td>
<td>US Dept. of Commerce</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.06</td>
<td>0.06</td>
<td>-0.06</td>
<td>0.00%</td>
</tr>
<tr>
<td>44010</td>
<td>MPLT/BFI Award</td>
<td>12,160.27</td>
<td>12,160.27</td>
<td>0.00</td>
<td>0.00</td>
<td>12,160.27</td>
<td>0.00</td>
<td>100.00%</td>
</tr>
<tr>
<td>44012</td>
<td>PAA Prior Year's Un</td>
<td>9,782.58</td>
<td>-17,188.92</td>
<td>26,996.50</td>
<td>9,807.58</td>
<td>-25.00</td>
<td>0.26%</td>
<td></td>
</tr>
<tr>
<td>44200</td>
<td>Interest Income</td>
<td>8.15</td>
<td>7.21</td>
<td>0.00</td>
<td>0.61</td>
<td>7.82</td>
<td>0.33</td>
<td>95.95%</td>
</tr>
<tr>
<td>44300</td>
<td>PAA Hunting License</td>
<td>4,150.00</td>
<td>3,450.00</td>
<td>0.00</td>
<td>1,100.00</td>
<td>4,550.00</td>
<td>-400.00</td>
<td>109.64%</td>
</tr>
<tr>
<td>44900</td>
<td>Miscellaneous Income</td>
<td>1,342.25</td>
<td>1,342.25</td>
<td>0.00</td>
<td>1,000.00</td>
<td>2,342.25</td>
<td>-1,000.00</td>
<td>174.50%</td>
</tr>
</tbody>
</table>

| Total Revenues | 103,343.25 | 75,670.81 | 0.00 | 29,097.17 | 104,767.98 | -1,424.73 | 101.38% |

### Expenses

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Budget</th>
<th>Prior Year</th>
<th>Current</th>
<th>YTD</th>
<th>Proj Tot</th>
<th>Un/Ovr</th>
<th>% Bud</th>
</tr>
</thead>
<tbody>
<tr>
<td>50000</td>
<td>SALARIES</td>
<td>18,727.66</td>
<td>16,802.66</td>
<td>0.00</td>
<td>0.00</td>
<td>16,802.66</td>
<td>1,925.00</td>
<td>89.72%</td>
</tr>
<tr>
<td>50500</td>
<td>FRINGE BENEFITS</td>
<td>6,246.16</td>
<td>5,591.67</td>
<td>0.00</td>
<td>0.00</td>
<td>5,591.67</td>
<td>654.49</td>
<td>89.52%</td>
</tr>
<tr>
<td>52251</td>
<td>website</td>
<td>91.51</td>
<td>91.51</td>
<td>0.00</td>
<td>0.00</td>
<td>91.51</td>
<td>0.00</td>
<td>100.00%</td>
</tr>
<tr>
<td>53100</td>
<td>Equipment</td>
<td>57.54</td>
<td>57.54</td>
<td>0.00</td>
<td>0.00</td>
<td>57.54</td>
<td>0.00</td>
<td>100.00%</td>
</tr>
<tr>
<td>53400</td>
<td>Office Supplies</td>
<td>2,335.32</td>
<td>2,335.32</td>
<td>0.00</td>
<td>207.10</td>
<td>2,542.42</td>
<td>-207.10</td>
<td>108.87%</td>
</tr>
<tr>
<td>53500</td>
<td>Meeting Supplies</td>
<td>4,058.18</td>
<td>1,471.66</td>
<td>0.00</td>
<td>116.64</td>
<td>1,588.30</td>
<td>2,469.88</td>
<td>39.14%</td>
</tr>
<tr>
<td>54100</td>
<td>Private Mileage</td>
<td>385.19</td>
<td>489.69</td>
<td>0.00</td>
<td>22.20</td>
<td>511.89</td>
<td>-126.70</td>
<td>132.89%</td>
</tr>
<tr>
<td>54500</td>
<td>Lodging/ Staff Expen</td>
<td>93.68</td>
<td>152.32</td>
<td>0.00</td>
<td>0.00</td>
<td>152.32</td>
<td>-58.64</td>
<td>162.60%</td>
</tr>
<tr>
<td>54900</td>
<td>Travel Expense Other</td>
<td>2,000.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>2,000.00</td>
<td>0.00</td>
<td>0.00%</td>
</tr>
<tr>
<td>55150</td>
<td>Subscriptions/Publica</td>
<td>29.95</td>
<td>29.95</td>
<td>0.00</td>
<td>0.00</td>
<td>29.95</td>
<td>0.00</td>
<td>100.00%</td>
</tr>
<tr>
<td>55300</td>
<td>Conferences</td>
<td>325.00</td>
<td>940.25</td>
<td>0.00</td>
<td>0.00</td>
<td>940.25</td>
<td>-615.25</td>
<td>289.31%</td>
</tr>
<tr>
<td>56300</td>
<td>Legal Services</td>
<td>13,960.69</td>
<td>10,362.63</td>
<td>135.00</td>
<td>6,266.82</td>
<td>16,629.45</td>
<td>-2,668.76</td>
<td>119.12%</td>
</tr>
<tr>
<td>56400</td>
<td>Consulting/Contractur</td>
<td>22,379.55</td>
<td>13,749.08</td>
<td>0.00</td>
<td>0.00</td>
<td>13,749.08</td>
<td>8,630.47</td>
<td>61.44%</td>
</tr>
<tr>
<td>56600</td>
<td>Construction</td>
<td>2,694.21</td>
<td>694.21</td>
<td>0.00</td>
<td>0.00</td>
<td>694.21</td>
<td>2,000.00</td>
<td>25.77%</td>
</tr>
<tr>
<td>56700</td>
<td>Contractual Other</td>
<td>500.00</td>
<td>500.00</td>
<td>0.00</td>
<td>0.00</td>
<td>500.00</td>
<td>0.00</td>
<td>100.00%</td>
</tr>
<tr>
<td>57100</td>
<td>Postage</td>
<td>154.00</td>
<td>169.95</td>
<td>0.00</td>
<td>35.72</td>
<td>205.67</td>
<td>-51.67</td>
<td>133.55%</td>
</tr>
<tr>
<td>57300</td>
<td>Promotion/Advertisin</td>
<td>47.50</td>
<td>47.50</td>
<td>0.00</td>
<td>0.00</td>
<td>47.50</td>
<td>0.00</td>
<td>100.00%</td>
</tr>
<tr>
<td>57400</td>
<td>Public Officials Insur</td>
<td>5,472.00</td>
<td>5,472.00</td>
<td>0.00</td>
<td>1,264.00</td>
<td>6,736.00</td>
<td>-1,264.00</td>
<td>123.10%</td>
</tr>
<tr>
<td>57500</td>
<td>Miscellaneous Other</td>
<td>6,363.58</td>
<td>6,363.58</td>
<td>0.00</td>
<td>0.00</td>
<td>6,363.58</td>
<td>0.00</td>
<td>100.00%</td>
</tr>
<tr>
<td>59700</td>
<td>INDIRECT COSTS</td>
<td>11,768.29</td>
<td>10,349.29</td>
<td>0.00</td>
<td>0.00</td>
<td>10,349.29</td>
<td>1,419.00</td>
<td>87.94%</td>
</tr>
</tbody>
</table>

| Total Expenses | 97,690.01 | 75,670.81 | 135.00 | 7,912.48 | 83,583.29 | 14,106.72| 85.56% |

### Project Revenues:

|          | 103,343.25 | 75,670.81 | 0.00 | 29,097.17 | 104,767.98 | -1,424.73 | 101.38% |

### Project Expenses:

|          | 97,690.01 | 75,670.81 | 135.00 | 7,912.48 | 83,583.29 | 14,106.72 | 85.56% |

### Project Balance:

|          | 5,653.24 | 0.00 | -135.00 | 21,184.69 | 21,184.69 |
Board delays Williams Wharf decision

by Sherry Hamilton - Posted on Feb 29, 2012 - 01:07 PM

The Mathews Board of Supervisors voted Tuesday night to delay making a decision on abandoning the road and public landing at Williams Wharf.

The decision came after a motion by supervisor Neena Putt to approve abandonment of the road failed on a 2-3 vote, with only supervisor O.J. Cole in support. A subsequent motion to delay by supervisor Charles Ingram passed with the support of chair Janine Burns and supervisor Edwina Casey.

The decision came after a 2½-hour public hearing that included a presentation by the Mathews Land Conservancy, which has requested the abandonment, and passionate arguments both for and against the request. Around 75 people attended the meeting.

County Attorney Richard Harfst told the board that Mathews had taken ownership of the property because he had suggested it. The county was serving as fiscal agent for over $1 million in federal grants as well as guarantor of the project, he said, so Mathews would be responsible if something went wrong and the funds were misused. Now, he said, "The county’s role as fiscal agent and guarantor has ended, and the time has come for the county to convey the property to the land conservancy."

© Copyright 2010, Tidewater Newspapers, Inc. All Rights Reserved.
P.O. Box 2060, Gloucester, VA 23061 - phone: 804-693-3101
Mathews County Public Access Donation

## Hall Parcel

<table>
<thead>
<tr>
<th>Parcel ID:</th>
<th>22 9 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Address:</td>
<td>Field Point Road Moon, VA Mathews County</td>
</tr>
<tr>
<td>Legal Acrage:</td>
<td>9.119</td>
</tr>
<tr>
<td>Waterfront:</td>
<td>800 feet</td>
</tr>
<tr>
<td>Types of Structures:</td>
<td>Dwelling (1178 sq feet)</td>
</tr>
<tr>
<td>Outbuildings:</td>
<td>Pier</td>
</tr>
<tr>
<td>Land Value:</td>
<td>$294,700</td>
</tr>
<tr>
<td>Improvement Value:</td>
<td>$11,000</td>
</tr>
<tr>
<td>Total Value:</td>
<td>$305,700</td>
</tr>
</tbody>
</table>
Description of Parcel:

The Hall parcel (parcel ID 22  9  17) is 9.119 acres located on Field Point Road in Moon Mathews County, Virginia (Figure 1). The majority of this waterfront property is upland consisting of densely forested mixed hardwood and pine trees (Appendix A: Photo 1); the land transitions to wetlands and gradually into a narrow sandy beach (Appendix A: Photo 2). The beach abuts Billup’s Creeks on eastern boundary which stretches approximately 800 feet. Also at the water’s edge there remains the framework of a prier (Appendix A: Photo 3).

There is a 1178 square foot dwelling on the property that faces the waterfront. According to the owner of the property the dwelling has not been visited since 1979. Therefore the lack of upkeep and maintenance is apparent on the inside and the outside of the dwelling.

Description of Dwelling (inside and out):

The dwelling on the property was built in 1910 and sits approximately 157 feet from the water. During a recent storm a section of roof had blown off, causing the 2nd floor to be exposed to the outdoor elements. Although the beds within the house are made and the furniture sits where it was left in 1979 there is noticeable mildew and water damage to the interior. Within the imitate vicinity of the dwelling, that was once considered yard, there is now considerable overgrowth of shrubs and pine trees (Figure 2). There is an electric hook to the dwelling that is situated near the back porch (Appendix A: Photo 4). The floor plan of the dwelling with corresponding pictures are located in Appendix B.
Issues to Consider:

There will be a variety of aspects to consider when acquiring this parcel of land:

1) Any special terms and conditions of the owner.
2) Maintenance of the home (high school vocational labor has been tentatively offered)
3) Considering the perceptions of adjoining land owners.
4) Currently the right-of-way on the property does not match the tax map right away. More research concerning ROW is needed. Figure 3 below depicts the tax map right-of-way as well as the right-of-way that is currently being used by visitors to the parcel.

Figure 2: This is a photo comparison of how the property as changed over some years. The photo on the left came from the Mathews County Commissioner of Revenue’s property description website and the photo to the right was taken on January 31, 2010 which clearly depicts the overgrowth of vegetation surrounding the dwelling.

Figure 3: Tax map and current right-of-ways
Appendix A: Photos of the Hall Parcel

Photo 1: Upland of the Hall parcel

Photo 2: Wetlands transitioning into a narrow beach

Photo 3: Pier at the water’s edge

Photo 4: Electric hookup situated near back porch
Appendix B:

Floor plan of Dwelling with Corresponding Photos

Front Porch

2nd Floor Bedrooms

Dinning Room

1st Floor Rooms

Kitchen

Units = feet
Supplemental Photos:

Front of dwelling

Water view from 2nd floor window

Freshly cut cedar

Apparent drive way-Right-of-way
(overgrown trees block the old road)
Mathews Heritage Park Project
2011-2012

In terms of the National Park Service's role, specific assistance was requested to: "Provide guidance in water access and park planning; facilitation of a planning process that merges the various ideas of community stakeholders, resolves past conflicts, and gains consensus on a vision, goals, and management approach for the site."

The next step is to develop more specific tasks and a timeline for moving forward. A fairly standard planning process would entail:

1. Organize local steering committee: develop project goals, scope, timelines, project partners, roles
2. Gather information to learn about the community: local needs and priorities; current initiatives; existing plans and policies
3. Compile and interpret background data related to natural, historic, and cultural resources, and existing site conditions
4. Develop outreach strategy for gathering community input on the vision, goals, and future uses for the site
5. Working in partnership with technical staff and citizens, develop concept alternatives, and summary of issues and opportunities
6. Conduct technical analysis of alternatives to assess feasibility, cost, management, and gain consensus on final approach for the site
7. Develop Action Agenda identifying actions to be taken, lead agency, and target dates for completion of identified tasks
8. Finalize plan: including maps, graphics, and narrative describing site conditions, future uses and management recommendations
9. Coordinate and implement demonstration project to show tangible on-the-ground progress toward program goals

This standard approach will need to be refined based on the PAA's goals and local needs. I'm not sure how much of the preliminary data collection and outreach has already been conducted, and we also need to discuss the outreach strategy in terms of approach and methods for engaging the public.
United States Department of the Interior

NATIONAL PARK SERVICE
Northeast Region
U.S. Custom House
200 Chestnut Street
Philadelphia, PA 19106-2878

IN REPLY REFER TO:

L7423 (NER - NRSCRA)
Mathews Heritage Park - Land Management Plan

OCT 27 2011

Mr. Lewis Lawrence
Middle Peninsula PDC
P.O. Box 286
Saluda, VA 23149

Dear Mr. Lawrence:

Congratulations! The National Park Service, Rivers Trails and Conservation Assistance Program (RTCA), is very pleased to announce an award of technical planning assistance to the Middle Peninsula Chesapeake Bay Public Access Authority. RTCA is proud to provide staff support to assist you in the development of a management plan for the Mathews Heritage Park. Thanks for your excellent application and inviting our participation with your effort.

Ursula Lemanski will be the RTCA project manager for your project and can be reached at 703-431-7728 or ursula_lemanski@nps.gov. Our assistance will be provided during the 2012 federal fiscal year (October 1, 2011 to September 30, 2012). Ursula will be contacting you in the next few weeks to begin the process of developing a project work plan. The work plan will articulate the desired outcomes of our partnership, as well as specific goals, tasks, roles and a timeline to realize tangible on-the-ground success.

RTCA recognizes that community-based planning projects often take more than one year to complete, especially those that involve consensus building around diverse perspectives. If project goals and outcomes are not realized this fiscal year, you may request another year of NPS assistance by submitting a letter requesting continued assistance by August 1, 2012.

We look forward to working with you over the next year to advance the opportunities for recreation, education, and conservation stewardship in Mathews. If you have any questions or comments, please feel free to contact me at 215-597-6477 or david_a_lange@nps.gov.

Sincerely,

David A. Lange
Program Leader
River, Trails and Conservation Assistance Program

cc:
Bob Campbell, Chesapeake Bay Gateways Program
PERRIN RIVER

Meeting with Watermen on January 25, 2012
Billy Bonniville; Edward Hogge; Ronny Green

Needs:

1. Slips for Commercial Watermen
   a. Finger piers
   b. T-head nice/not necessary
2. “L” dock extension at road end
   a. Watermen need to back up truck to offload
   b. Watermen do not want to offload at private docks
      i. Control issue for bait, fuel, etc.
      ii. Private dock owners control who buys what
3. Gravel fill on VDOT road ending
4. Security Lights on dock

Notes:

1. T-head would reduce wave action
2. 4ft mean low water about ½ way down dock
   a. Minimum needed for commercial boats
   b. No immediate need for dredging
3. Dock age
   a. 1st half of dock mostly new
   b. 2nd half of dock 10year of life left in pilings/boards 5 yrs.
4. Poles
   a. 30 foot poles is minimum needed
   b. 40 foot poles were used for 1st half of dock (overkill)
5. Theft is a problem
   a. Consider a gate at pier
   b. Lights would help
6. Boats using this dock will not have boat insurance (probably)
7. Watermen expect to pay a fee to use dock
8. Watermen willing to self-police use/fees
Working Waterfront Definitions
1) “Representative Pingree’s bill defines water-dependent commercial activities to include “commercial fishing, recreational fishing, tourism, aquaculture, boatbuilding, transportation,” as well as, somewhat ambiguously, “many other water-dependent businesses.” H.R. 2548, 111th Cong. (May 21, 2009).

2) “The infrastructure and places where commercial fisherman, charter fishing captains, tour boat operators, recreational fishermen, boat builders, and many other small businesses conduct their business.” (Murray, Tom; VSG, 3/29/2011.)
From H.R.3109 -- Keep America's Waterfronts Working Act of 2011

(3) The term `working waterfront' means real property (including support structures over water and other facilities) that provides access to coastal waters to persons engaged in commercial fishing, recreational fishing businesses, boatbuilding, aquaculture, or other water-dependent, coastal-related business and is used for, or that supports, commercial fishing, recreational fishing businesses, boatbuilding, aquaculture, or other water-dependent, coastal-related business.