



MIDDLE PENINSULA CHESAPEAKE BAY PUBLIC ACCESS AUTHORITY

MEMORANDUM

TO: MPCBPAA
FROM: Harrison P. Bresee III, PAA Staff
DATE: June 1, 2014
RE: June 13, 2014 MPCBPAA Meeting

MEMBERS

Essex County

Hon. Margaret H. Davis
(Vice Chair)

Gloucester County

Hon. Christopher A. Hutson

King and Queen County

Hon. Doris Morris

King William County

Mr. Trenton Funkhouser

Mathews County

Ms. Melinda Moran
(Chair)

Middlesex County

Mr. Matthew Walker

Town of Tappahannock

Mr. G. Gayle Belfield, Jr.

Town of Urbanna

Vacant

Town of West Point

Mr. John B. Edwards, Jr.
(Treasurer)

Saluda Professional Center

125 Bowden Street

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Saluda, VA 23149-0286

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PublicAccess@mppdc.com

This announcement serves as notice to call a meeting of the Public Access Authority on Friday, June 13, 2014 at or about 11 a.m. The meeting will be held in the MPPDC Regional Board Room in Saluda. Lunch will be provided.

If you have any questions, please call (804-758-2311) or email me (hbresee@mppdc.com) at your convenience.

AGENDA

1. Call to Order
2. Approval of April 2014 Minutes
3. Financial Report
4. Public Comment
5. Dan Kavanagh PAA Memorial Fund Established
6. Prince Street Landing Resolution
7. Virginia Interactive Update
8. Legal Closing Cost Funding Update
9. Volunteer Recognition
 - a. Pete Shepherd- Shepherd's Waterfront Property
 - b. Trash pickup volunteers at Perrin
10. Essex County
 - a. CZMA draft proposal for land donation / marketing update
11. Gloucester County
 - a. Capt. Sinclair Recreation Area update
 - i. NFWF- Living Shoreline Proposal Update
 - ii. Road Maintenance Update
 - iii. Virginia Sea Grant- VCU proposal update
 - b. Perrin Wharf update
 - i. Payments to Date
 - ii. Enforcement
 1. Delegate Hodges, local elected officials, sheriff
 - c. PAA Tax Bill- Gloucester Commissioner of Revenue
12. Mathews County
 - a. Hall Donation Site Update
13. Other Business
14. Chairman Observations
15. Next Meeting: August 8, 2014
15. Adjourn

**MIDDLE PENINSULA CHESAPEAKE BAY PUBLIC ACCESS AUTHORITY
MINUTES**

April 11, 2014

Middle Peninsula Planning District Commission
Saluda, Virginia

1. Call to Order

Ms. Mindy Moran, Chair, called the meeting to order. Attending: Mr. Reese Peck, Essex County, Mr. Tom Swartzwelder, King and Queen County, Ms. Melinda Moran, Mathews County, Mr. Matt Walker, Middlesex County, Mr. Trenton Funkhouser, King William County, Mr. John Edwards, Town of West Point, Ms. Holly McGowan, Town of West Point, and MPPDC Staff, Mr. Harrison P. Bresee III and Mrs. Beth Johnson.

2. Approval of February 2014 Minutes

Ms. Melinda Moran requested a motion to approve the February 2013 minutes. Mr. Trenton Funkhouser moved that the minutes be approved. Mr. Matt Walker seconded the motion. Ms. Melinda Moran, Chair, asked for any discussion. Motion carried by unanimous vote.

3. Approval of April 2014 Financial Report

Ms. Melinda Moran, Chair, requested a motion to approve the April 2014 financial report subject to audit. Mr. Trenton Funkhouser moved that the minutes be approved. Mr. Matt Walker seconded the motion. Ms. Melinda Moran, Chair, asked for any discussion. Motion carried by unanimous vote.

4. Public Comment

None.

5. 2014-15 Work Plan Draft

Mrs. Beth Johnson presented the 2014-15 budget and Mr. Harrison Bresee discussed the 2014-15 Draft Work Plan. The budget is divided into restricted and non-restricted categories. Restricted funds are specifically designated to be spent only on certain parcels of land depending on the various sources of funding (such as rental income or timber revenue from a property that must be used on the same property that generated the income). The draft budget shows a balanced budget with an FY 15 End of Year anticipated restricted fund balance of \$148,962.00 and an unrestricted balance of \$17,683.00. The Draft Work Plan includes the following program operating areas: MPCBPAA Administration and Local Public Access Technical Assistance; Public Access Land Transfers and VDOT Research; Capt. Sinclair Waterfront Property Re-Use/VA Sea Grant; Virginia Interactive Online Reservation System; Aberdeen Creek Harbor Dredging/Finance; Mathews Heritage Park (Youth Scout Camp); Haworth, Clay Tract, and Capt. Sinclair Timber Management; and Water Access Strategic Planning.

Mr. Walker made a motion that the budget and 2014-15 work plan be adopted. Mr. Funkhouser seconded the motion. Ms. Melinda Moran, Chair, asked for any discussion. Motion carried by unanimous vote.

6. Virginia Interactive Update

Mr. Bresee updated the board on the progress of setting up a virtual reservation system for fees on the PAA lands. Virginia Interactive's prototype demo is still in the works and should be ready for review by the June meeting. A contract has been signed. Updates will be made at future meetings.

7. Legal Closing Cost Funding Update

Mr. Bresee updated the Board on the staff's attempts to find funds to help fund the closing costs for donated properties to the MPCBPAA. Closing costs cost between \$3,000 and \$4,000 per property. To date three grants to Foundations have been submitted, requesting \$10,000. No action taken.

8. General Assembly Budget Amendment Update

Mr. Bresee updated the Board on the General Assembly's decision to not support the MPCBPAA in this year's budget. Staff will continue to encourage the GA to take action and financially support the MPCBPAA. No action taken.

9. Essex County

a. CZMA draft proposal for land donation /marketing

Mr. Bresee reminded the Board that staff is pursuing the CZMA grant mentioned at the last meeting. Mr. Reese acknowledged that public water access is extremely limited in Essex County and that he supports any attempt to develop more access in Essex County.

10. Gloucester County

a. Lands End/Capt. Sinclair Recreation Area Update

i. NFWF – Living Shoreline Proposal is still pending.

Road Maintenance Update- Mr. Walker made a motion that staff work with the Gloucester Rowing Association Board of Directors, who is utilizing the property at the base for the High School Crew Team, to come up with a formal arrangement in regards to the maintenance of the gravel road on the Capt. Sinclair Recreation Area. Mr. Funkhouser seconded the motion. Ms. Melinda Moran, Chair, asked for any discussion. Motion carried by unanimous vote.

ii. Insurance Update – damage to property. The roofs of the barn at the Capt. Sinclair Recreation Area were damaged in a wind storm. Insurance was paid the MPCBPAA. No repairs have been undertaken to date. Staff will update the Board on any repairs made.

iii. Virginia Sea Grant –VCU Proposal. Virginia Commonwealth University was awarded the grant from Virginia Sea Grant for the RFP titled “Waterfront Property Reuse and Community Development Plan” that was advertised this winter. VCU proposed to produce a development strategy for the Capt. Sinclair Recreation Area that will be: “comprehensive, multi-faceted, and economically viable, and will use best efforts to ensure that it

reflects the preferences of, and is therefore enthusiastically embraced by the community. The strategy will include several development alternatives, and the report will include a rich base of data which the MPPDC can use to inform decision making and development, regardless of which course of action it chooses.” The project is set to begin on June 20, 2014 and be completed on June 15, 2015. No local or MPCBPAA funds were used for this project.

b. Perrin Wharf Update

Mr. Bresee referenced the stickers in the Agenda Packet that will be used by staff to phase in a fee structure for users of the Perrin Wharf. For 2014, boats and commercial trucks utilizing the Wharf for loading and offloading will be required to pay a \$20 per year fee and attach a sticker to their boat or truck. Slip fees are \$100 per month and a sticker must be attached to their boat.

A sign depicting NOAA, Virginia Coastal Zone Management Program, and the MPCBPAA, detailing the funding source for the slip improvement project (Task #52, FY10 #NA10NOS4190205), was installed on the Wharf. A photo of the sign was included in the Agenda Packet.

11. Mathews County

- a. Hall Donation Site Update – Mr. Bresee reported that Mr. Jim Smith has made no progress since December. Staff will continue to update on any progress.

12. Other Business

- a. Ms. Moran asked that the Master Plan of the MPCBPAA include a statement of the benefits of land donations to the MPCBPAA and how the benefits offset the loss of tax revenue for Counties (as the land is taken off the tax rolls). Mr. Bresee stated that he would consult with Mr. Lawrence to work on developing the statement.
- b. A general discussion on the importance of dredging for the Middle Peninsula economy ensued. An interest in pursuing developing Dredge Spoil sites in the region, as recommended in the MPCBPAA’s *2011 Shallow Draft Navigation and Sediment Management Plan*, was indicated. No action was taken.

13. Chairman Observations

None.

14. Next Meeting

The Next Middle Peninsula Chesapeake Bay Public Access Authority Meeting is scheduled for June 13, 2014 at 11:00 am in the Middle Peninsula Planning District Commission’s Regional Board Room.

15. Adjourn

On a motion by Mr. Trent Funkhouser and seconded by Mr. Matt Walker, and by unanimous vote, the meeting adjourned at 1:17 pm.

Balance Sheet

Middle Peninsula Chesapeake Bay Public Access Authority

Period From : 07/01/13 to 05/31/14

Run Date: 6/9/14

Run Time: 9:56:02 am

Page 1 of 2

Assets:

10000	Checking	14,888.09
10100	LGIP	26,163.97
11001	Browne Tract	254,849.00
11002	Clay Tract	907,695.00
11003	Haworth Tract	174,000.00
11004	Hall Tract	305,700.00
11005	Shenk Property	226,500.00
11006	Lands End	1,423,600.00
11007	Perrin Wharf	16,151.00
11008	Sloop Landing	49,400.00
11009	Dutchmans Point	167,900.00

Total Assets:

\$3,566,847.06

Liabilities:

20000	Accounts Payable	645.50
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Total Liabilities:

\$645.50

Projects

30014	Administration_FY14	9,756.09
31003	Haworth Tract Administration	24,163.92
31006	Lands End Property Administration	8,721.22
31008	Land Acquisitions	3,000.00
32000	Perrin Wharf Improvements	-1,097.87
32001	Sloop Landing	-4,318.50
32002	Dutchmans Point	-3,827.79
39000	General Fund Balance	3,529,804.49

Total Projects

\$3,566,201.56

Total Liabilities and Projects

3,566,847.06

Net Difference to be Reconciled

\$0.00

Total Adjustment

\$0.00

Unreconciled Balance

\$0.00

Balance Sheet

Middle Peninsula Chesapeake Bay Public Access Authority

Period From : 07/01/13 to 05/31/14

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Page 2 of 2

Reconciling Items

(1) Paid Salaries are	0.00	
Timesheets show	0.00	
Difference		0.00
(2) Leave accrued this year	0.00	
(3) Fringe Pool is	0.00	
Fringe allocated	0.00	
Difference		0.00
(4) Indirect Pool is	0.00	
Indirect Allocated	0.00	
Difference		0.00

Total adjustments	<u>0.00</u>
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Agencywide Line Item Revenues and Expenditures

Middle Peninsula Chesapeake Bay Public Access Autho

Run Date: 06/09/2014
Run Time: 9:58:23 am
Page 1 of 1

Period: 07/01/2013 to 05/31/2014

With Indirect Detail

Code & Description	Budget	Current	YTD	Un/Ovr	% Bud
Revenues					
40100 DEQ (CZM)	6,000.00	0.00	6,000.00	0.00	100.00%
40200 Interest Income	50.00	2.17	12.30	37.70	24.60%
40210 Miscellaneous Income	0.00	3,000.00	13,505.82	-13,505.82	0.00%
40211 Hunting Fees	1,600.00	0.00	1,100.00	500.00	68.75%
40212 Rental Income	12,960.00	2,160.00	11,124.00	1,836.00	85.83%
40213 Timber Sales	38,000.00	0.00	44,606.52	-6,606.52	117.39%
40214 Wharf Tie-Up Fees	8,000.00	0.00	20.00	7,980.00	0.25%
Revenues	66,610.00	5,162.17	76,368.64	-9,758.64	114.65%
Expenses					
52100 Property Insurance	2,612.00	0.00	0.00	2,612.00	0.00%
52101 Facilities Maintenance	0.00	871.00	1,936.00	-1,936.00	0.00%
52102 Flood Insurance	9,330.00	0.00	3,767.00	5,563.00	40.38%
52110 Utilities	600.00	291.15	518.78	81.22	86.46%
53002 Supplies	0.00	0.00	980.68	-980.68	0.00%
53003 Meeting Supplies	0.00	0.00	127.91	-127.91	0.00%
53004 Equipment	0.00	0.00	148.38	-148.38	0.00%
55000 Workshops/Conferences	0.00	0.00	50.00	-50.00	0.00%
56001 Consulting/Contractual	7,125.00	0.00	14,341.30	-7,216.30	201.28%
56003 Accounting	3,125.00	0.00	109.84	3,015.16	3.51%
56004 Legal	5,000.00	0.00	10,408.79	-5,408.79	208.18%
56006 Construction	5,400.00	0.00	6,676.00	-1,276.00	123.63%
56007 Fees & Permits	0.00	0.00	60.00	-60.00	0.00%
56008 Public Officials Insurance	448.00	0.00	0.00	448.00	0.00%
57900 Miscellaneous Expense	0.00	0.00	846.89	-846.89	0.00%
Expenses	33,640.00	1,162.15	39,971.57	-6,331.57	118.82%
Agency Balance	32,970.00	4,000.02	36,397.07		

Dan Kavanagh Memorial Fund

<http://www.gofundme.com/9sbcfc>



Help us celebrate Dan's life, commitment to public service, and love of the outdoors by supporting what he often referred to as his greatest accomplishment as a public servant, the formation of the Middle Peninsula Chesapeake Bay Public Access Authority. Dan spent most of his professional career at the Middle Peninsula Planning District Commission, and under his watch in 2003, the Middle Peninsula Chesapeake Bay Public Access Authority (PAA) was born. The PAA was created by the Virginia General Assembly for the express purpose of providing public water recreational opportunities to the citizens of the Middle Peninsula, the Commonwealth of Virginia and beyond. Much of the early work was in acquiring and offering for public enjoyment new public land on the Dragon Run, a pristine Bald Cypress swamp meandering between Essex, King and Queen, Middlesex and Gloucester counties. Today the PAA manages just under 1,000 acres of waterfront properties across the Middle Peninsula. Help celebrate Dan's accomplishments by supporting the Public Access Authority.

More information about the PAA can be found here: <http://www.virginiacoastalaccess.net/>



**RESOLUTION REQUESTING TRANSFER OF INTEREST OF THE
PRINCE STREET ROAD ENDING FROM THE COMMONWEALTH
TRANSPORTATION BOARD TO THE MIDDLE PENINSULA
CHESAPEAKE BAY PUBLIC ACCESS AUTHORITY**

June 14, 2014

WHEREAS, pursuant to §33.1-223.2:17, *Code of Virginia*, 1950, as amended, (the Code), the Commonwealth Transportation Board (the Board) may transfer to a public access authority, established pursuant to Title 15.2, its rights and interest in a highway or landing, including wharf, pier or dock, without first abandoning or discontinuing the highway or landing, if it deems it in the public interest; and,

WHEREAS, the Middle Peninsula Chesapeake Bay Public Access Authority (the Authority) was established under §15.2-6600 et seq., of the Code and has requested, in writing, transfer of ownership in the end of Route T1005, Prince Street, from the beginning of Newbill Drive to 150 feet East on Prince Street to the Rappahannock River and,

WHEREAS, it is the Authority’s intent, after the transfer, to “allow for improvement of the facilities for public use into the future, including use by commercial and recreational activities”; and,

WHEREAS, the Essex County Board of Supervisors and the Tappahannock Town Council have passed a resolution supporting the request by the Authority to transfer ownership from the Commonwealth Transportation Board to the Middle Peninsula Chesapeake Bay Public Access Authority, and

NOW, THEREFORE, BE IT RESOLVED, pursuant to §33.1-223.2:17 of the Code of Virginia, ownership of the end of Route T1005, Prince Street, from the beginning of Newbill Drive to 150 feet East on Prince Street to the Rappahannock River shall be transferred from the Commonwealth of Virginia to the Middle Peninsula Chesapeake Bay Public Access Authority upon approval of this resolution.

Adopted this ___ day of June, 2014

Attest: _____
Clerk or Secretary

Chairman



MIDDLE PENINSULA CHESAPEAKE BAY PUBLIC ACCESS AUTHORITY

MEMBERS

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(Vice Chair)

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email:

PublicAccess@mppdc.com

May 30, 2014

Dear Mr. Robinson,

This letter grants you and volunteers under your guidance permission **for water access only** to the Mathews Heritage Park, a Middle Peninsula Chesapeake Bay Public Access Authority (MPCBPAA) property located near Moon, Virginia, for the express purpose of:

1. Stabilizing and repairing the existing structures on the property (house and pier)
2. Maintaining the grounds and the existing roads and paths (trimming trees, mowing grass, weeding, etc.)

This authorization is pursuant to the following conditions:

1. Access is by water only
2. All necessary permits must be obtained by you and approved by the MPCBPAA before work on projects requiring permits begins
3. All applicable laws and regulations must be followed
4. A list of volunteers or the group they represent must be provided to the MPCBPAA before they are allowed access the site
5. Work done will be at your own cost
6. No overnight camping or overnight occupancy of the house is allowed
7. All work must stop immediately at the request of the MPCBPAA

Thank you,

Harrison P. Bresee III
MPCBPAA Staff