



MIDDLE PENINSULA CHESAPEAKE BAY PUBLIC ACCESS AUTHORITY

MEMORANDUM

TO: MPCBPAA

FROM: Jacqueline Shapo, NOAA CSC Coastal Management Fellow

DATE: June 16, 2008

RE: June 20th PAA Meeting

MEMBERS

Essex County

Mr. R. Gary Allen
Treasurer

Gloucester County

Hon. Charles R. Allen

King and Queen County

Vacant

King William County

Mr. Frank Pleva
Chairman

Mathews County

Mr. Steven Whiteway

Town of Tappahannock

Mr. G. Gayle Belfield

Town of Urbanna

Hon. Steven Hollberg

Town of West Point

Mr. Trenton Funkhouser

This announcement serves as notice to call a meeting of the Public Access Authority on Friday, June 20, 2008 at **11:00 a.m.** The meeting will be held in the MPPDC Regional Board Room. Lunch will be provided.

All materials related to this agenda are attached. If you have any questions, please call (804-758-2311) or e-mail (JSHAPO@mppdc.com) me at your convenience.

AGENDA

1. Welcome and Introductions
2. Approval of April 2008 Minutes
3. Financial Report
4. Public Comment
5. CELCP Update
 - a. Clay Tract
 - b. Thurston-Haworth Recreation Area Land Management Plan
6. VDOT Road Ending Transfer Update
7. Wetlands Banking Update
8. Middle Peninsula Coastal Access Survey Update
9. Draft FY 2009 Annual Work Plan
10. Public Outreach
11. Other Business
12. Chairman Observations
13. Next Meeting
14. Adjourn

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

**April 11, 2008
Middle Peninsula Planning District Commission
Saluda, Virginia**

1. Welcome and Introductions

The Middle Peninsula Chesapeake Bay Public Access Authority (MPCBPAA or PAA) held its meeting in the Middle Peninsula Planning District Commission Board Room in Saluda, Virginia at 11:00am on April 11, 2008.

Chairman Pleva called the meeting to order. Members and Alternates present were Ron Hachey, King & Queen County Administrator; Gary Allen, Essex County Administrator; Steve Whiteway, Mathews County Administrator; Trenton Funkhouser, Town of West Point Town Manager; Steve Hollberg, Town of Urbanna Town Council Member; and Terri Hale, King William County Assistant Administrator. Also present were Lewis Lawrence, Director of Regional Planning MPPDC and Jacqueline Shapo, NOAA Coastal Services Center Coastal Management Fellow.

2. Approval of February Minutes

Chairman Pleva requested a motion to approve the February 2008 Minutes. Mr. Allen moved that the Minutes be approved. Mr. Hollberg seconded the motion. Motion carried by unanimous vote.

3. Treasurer's Report

Chairman Pleva requested a motion to approve the April 2008 Revenue and Expenditure Report subject to audit. Mr. Whiteway moved that the Report be approved; Mr. Hollberg seconded the motion. Motion carried by unanimous vote.

4. Public Comment

There was no public comment.

5. VACO Insurance Renewal

Mr. Lawrence informed the PAA that the VACO umbrella policy renewal quote for all MPCBPAA properties and enhancements is available. If approved by the PAA, the policy renewal would require Chairman Pleva's signature. Chairman Pleva requested a motion to approve the VACO umbrella policy renewal. Mr. Whiteway moved that the umbrella policy renewal be approved. Mr. Hollberg seconded the motion. Motion carried by unanimous vote.

6. CELCP Update

- a) **Clay Tract:** Ms. Shapo reported that the MPCBPAA will go to closing on the Clay Tract with The Nature Conservancy on April 18, 2008. Chairman Pleva will represent the PAA at the closing. Additionally, Ms. Shapo reported on a meeting she and Mr. Lawrence had on the Clay Tract with Mr. David Norris, Department of Game and Inland Fisheries Wetland Project Leader. Ms. Shapo and Mr. Lawrence toured the property with Mr. Norris to discuss waterfowl habitat enhancement opportunities, including the building of duck boxes, establishment of limited access zones for waterfowl nesting, and the redesign of the current trail system to buffer the Dragon Run.
- b) **Haworth Tract Land Management Plan:** Ms. Shapo reported that she has held three Haworth Tract Land Management Plan meetings: February 12, March 5, and March 25. About 35 stakeholders have been participating in the development process for the management plan, many of which are local landowners. The participating stakeholders have been discussing uses which they would like to see or not see on the parcel. The resolutions arrived at by the group will ensure that the final land management plan supports the two main purposes for which the Haworth Tract was purchased (passive/low-impact public access and land conservation), and accounts for multiple uses being conducted on the property with minimal to no conflict. At the most recent meeting on March 25th, Ms. Shapo formed a Project Steering Committee to evaluate the first two drafts of the land management plan in April and May 2008. The committee has 10 members, each of whom represents a significant interest group on the parcel. One of the designated Steering Committee Members, Mrs. Angie Leigh, has substantial experience in trail development/enhancement and has offered to help the MPCBPAA design the trail system on Haworth to support multiple uses (walking, bicycling, horseback riding, nature observation, etc.) simultaneously with minimal conflicts. Ms. Shapo visited Mrs. Leigh's home in early April, where Mrs. Leigh has designed almost 10 miles of multi-use trails, to evaluate what opportunities potentially exist for replicating such trail design on the Haworth Tract.

Ms. Shapo also discussed a request by a number of stakeholders participating in the development of the land management plan to change the name of the Haworth Tract to commemorate a local family, who owned the property for years prior to The Nature Conservancy and the MPCBPAA. The stakeholders are concerned that the name "Haworth Tract" has no significance, especially for those individuals, who have known, used, and lived on and around the land for generations. The stakeholders would like to establish an identity for the Haworth property, one which is tied to the history of the parcel and the local community. Chairman Pleva requested a motion to permit the newly-designated Haworth Tract Land Management Plan Project Steering Committee to change the name of the "Haworth Tract" to include the names "Haworth" and "Thurston". The new name will still represent the mission of the MPCBPAA and the purposes for which the property was entered into CELCP. Mr. Funkhouser moved that the Steering Committee be permitted to change the name of the property; Mr. Hollberg seconded the motion. Motion carried by unanimous vote.

Ms. Shapo presented the MPCBPAA with a conceptual recreational trails and facilities map for Haworth that was developed by the stakeholders participating in the land management plan process. Discussion was held as to additional needed revisions, such as elucidating conceptually on the map where and how the current trail system will be enhanced, as well as clarifying the description of the water access sites(s) on the map and in the first draft of the plan to ensure the site(s) are available both by land and by water. The MPCBPAA also discussed the stakeholders' suggestions that bow hunting be the only form of hunting permitted on the property year-round. Concern has been raised by a number of user groups and adjacent landowners that permitting additional hunting forms on Haworth will create management difficulties for the PAA, unnecessary conflicts and safety issues for all user groups, and limit access to the property for most visitors during hunting seasons. The stakeholders, as a whole (including those individuals, who represent hunting interests), feel that archery is the safest and most easily managed hunting form that can be supported on the property. Archery provides hunters with the opportunity to pursue multiple game species throughout most of the property while still permitting other users on the property at the same time and in the same area. The MPCBPAA will continue discussions related to permissible hunting activities on the Haworth Tract over the next few months, as the land management plan is drafted. Should the MPCBPAA decide to prohibit all forms of hunting, except for archery, on the property when it is opened, the PAA, as property owner, still reserves the right to expand this form of hunting, if it deems appropriate, to include black powder, modern firearms, muzzleloading firearms, etc.

7. FY09 General Assembly Funding for PAA

Mr. Lawrence informed the PAA that it will not be receiving FY09 funding from the General Assembly. Mr. Lawrence thanked Delegate Harvey Morgan for all of his efforts to secure funding for the MPCBPAA.

8. VDOT Road Ending Transfer Update

Mr. Lawrence reported that once Gloucester County establishes its budget for the coming year, the MPCBPAA will be able to resume discussions with the Board of Supervisors related to transferring certain county road endings, beginning with Lower Guinea Landing (Bill Hoggs Landing).

9. Wetlands Banking Update

Mr. Lawrence reported that he (and possibly Chairman Pleva) will be attending the next Gloucester County Board of Supervisors meeting to continue discussions related to the benefits of the MPCBPAA acquiring and converting into a wetlands bank six FEMA buy-out parcels and potentially other wetland sites owned by the county. The Board was quite supportive of the MPCBPAA-owned and managed public wetlands bank idea in January, and Mr. Lawrence does not wish to lose momentum on the issue.

10. Middle Peninsula Coastal Access Survey Update

Mr. Lawrence reported that 175 people have responded to the MPCBPAA's Coastal Access Survey posted on the Virginia Institute of Marine Science Water Access 2007 website. More than 120 of these respondents, mostly from Gloucester and Mathews Counties, completed the Coastal Access Survey soon after the *Daily Press* and the *Gloucester-Mathews Gazette Journal* published articles in early April related to regional water access issues and the survey. Mr. Lawrence stated that another press release will be distributed to local papers in the next week to encourage more respondents to complete the survey. It appears, thus far, that the public is most concerned with the lack of boat ramps and beach access in their communities. Additionally, the expense of parking at beach access sites is a problem for most respondents. Mr. Lawrence will continue to review the responses to the survey and will extract the data to county level for the next MPCBPAA meeting.

11. Browne Tract Questionable Uses Update

Ms. Shapo presented to the PAA, for discussion, a draft sign of uses that will now be prohibited on the Browne Tract. This sign will be posted at both entrances to the tract shortly, and Ms. Shapo will look into having a permanent version of the sign created for installation on the property.

Ms. Shapo also discussed an email she received from the Girls Cross Country Head Coach at St. Margaret's School. This email was sent in response to the letter submitted by Chairman Pleva, on behalf of the MPCBPAA, which explains the PAA's position on the coach using the tract as part of the girls' cross country training loop during hunting season.

12. Browne Tract Trail Demarcation

Ms. Shapo reported that Boy Scout Troop #111 of Gloucester County did a fabulous job enhancing the trail demarcation system of the Browne Tract the weekend of February 23-24, 2008. Eagle Scout candidate, Ellery Hollberg (son of Mr. Hollberg), helped Ms. Shapo plan and facilitate the trail blazing as part of his Eagle Scout project. A number of Boy Scouts, scout leaders, and parents joined Ms. Shapo in clearing downed trees and brush from the trails and marking Browne's perimeter trails, cross trails, and hunting stands with different-colored blazes. Ms. Shapo also presented the MPCBPAA with pictures of the newly-demarcated trails and an article posted in the *Tidewater Review* about the event. Mr. Hollberg mentioned that *The Southside Sentinel* published an article about the trail enhancement efforts, and Ms. Shapo said she would try and obtain a copy of it.

13. TNC Land Donations – Garrett Tract and Guinea Marshes

Ms. Shapo reported on an on-going discussion with The Nature Conservancy about ownership interests in the Garrett Tract (12.5 acres) and Guinea Marshes (188.5) parcels. TNC holds partial interest in both parcels and would like to convey that interest to the PAA in the near future, so that the properties can be opened for passive public access. Prior to any transfer of property interests, however, Ms. Shapo mentioned that the title to Garrett and Guinea Marshes may still have to be researched by the PAA's attorney and that Mr. Lawrence is in discussion

with the other partial-owners of each parcel to determine their interest in having public access on the properties.

14. Other Business

- a) **PAA Booth at Dragon Run Day:** Ms. Shapo asked the PAA whether they would like to have a booth at Dragon Run Day 2008, which will take place on October 11, 2008 at Thousand Trails Campground. The MPCBPAA agreed that it would like to have a booth at the event and asked that Ms. Shapo accept the invitation from the Dragon Run SAMP Director.

- b) Mr. Lawrence reported that a gentleman from Essex County called the MPCBPAA to request that he be permitted to remove deadfall from the Browne Tract to use as firewood. The MPCBPAA agreed that this is an acceptable use, so long as the Essex resident agrees to remove the fallen tree that has damaged much of the Browne Cemetery fence.

15. Chairman Observations

None

16. Next Meeting

The next meeting of the Middle Peninsula Chesapeake Bay Public Access Authority will be held Friday, June 13, 2008 at 11:00am.

17. Adjourn

Chairman Pleva requested a motion that the meeting be adjourned. Mr. Whiteway moved that the motion be approved; Mr. Hollberg seconded the motion. Meeting was adjourned.

Frank Pleva

Revenue and Expenditure Report by Element

Middle Peninsula Planning District Commission

Run Date: 06/10/2008
 Run Time: 11:09:26 am
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Period 07/01/07 to 05/31/08

32007 PAA Administration - FY08 **Project Period 7/1/2007 to 6/30/2008**

Element Code & Description	Budget	Prior Year	Current	YTD	Proj Tot	Un/Ovr	% Bud
Revenues							
41700 VDCR	75,000.00	0.00	0.00	75,000.00	75,000.00	0.00	100.00%
Revenues	<u>75,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>75,000.00</u>	<u>75,000.00</u>	<u>0.00</u>	<u>100.00%</u>
Balance:	<u>75,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>75,000.00</u>	<u>75,000.00</u>		

320070 FY08 Admin

Revenues							
44010 MPLT/BFI Award	12,160.27	0.00	0.00	12,160.27	12,160.27	0.00	100.00%
44012 PAA Prior Year's Unspe	9,782.58	0.00	0.00	9,782.58	9,782.58	0.00	100.00%
44900 Miscellaneous Income	0.00	0.00	0.00	1,342.25	1,342.25	-1,342.25	0.00%
Revenues	<u>21,942.85</u>	<u>0.00</u>	<u>0.00</u>	<u>23,285.10</u>	<u>23,285.10</u>	<u>-1,342.25</u>	<u>106.12%</u>

Expenses

50000 SALARIES	2,720.00	0.00	295.22	2,439.60	2,439.60	280.40	89.69%
50500 FRINGE BENEFITS	919.00	0.00	103.21	802.55	802.55	116.45	87.33%
53400 Office Supplies	518.00	0.00	115.66	327.67	327.67	190.33	63.26%
53500 Meeting Supplies	600.00	0.00	10.11	395.55	395.55	204.45	65.93%
54100 Private Mileage	41.23	0.00	0.00	41.23	41.23	0.00	100.00%
54500 Lodging/ Staff Expense	2.90	0.00	0.00	2.90	2.90	0.00	100.00%
56300 Legal Services	200.00	0.00	0.00	60.00	60.00	140.00	30.00%
56400 Consulting/Contractual S	8,842.76	0.00	0.00	3,750.00	3,750.00	5,092.76	42.41%
56600 Construction	413.11	0.00	0.00	413.11	413.11	0.00	100.00%
57400 Public Officials Insuranc	1,412.00	0.00	0.00	1,412.00	1,412.00	0.00	100.00%
59700 INDIRECT COSTS	1,831.00	0.00	176.88	1,488.72	1,488.72	342.28	81.31%
Expenses	<u>17,500.00</u>	<u>0.00</u>	<u>701.08</u>	<u>11,133.33</u>	<u>11,133.33</u>	<u>6,366.67</u>	<u>63.62%</u>
Balance:	<u>4,442.85</u>	<u>0.00</u>	<u>-701.08</u>	<u>12,151.77</u>	<u>12,151.77</u>		

320071 Land Acquisition

Expenses

53400 Office Supplies	0.00	0.00	-379.10	0.00	0.00	0.00	0.00%
56300 Legal Services	22,000.00	0.00	0.00	2,870.69	2,870.69	19,129.31	13.05%
Expenses	<u>22,000.00</u>	<u>0.00</u>	<u>-379.10</u>	<u>2,870.69</u>	<u>2,870.69</u>	<u>19,129.31</u>	<u>13.05%</u>
Balance:	<u>-22,000.00</u>	<u>0.00</u>	<u>379.10</u>	<u>-2,870.69</u>	<u>-2,870.69</u>		

320072 Access Infrastructure Improvements

Revenues

41700 VDCR	500.00	0.00	0.00	500.00	500.00	0.00	100.00%
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Revenue and Expenditure Report by Element

Middle Peninsula Planning District Commission

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Run Time: 11:09:26 am
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Period 07/01/07 to 05/31/08

32007 PAA Administration - FY08 **Project Period 7/1/2007 to 6/30/2008**

Element Code & Description	Budget	Prior Year	Current	YTD	Proj Tot	Un/Ovr	% Bud
320072 Access Infrastructure Improvements							
Revenues	500.00	0.00	0.00	500.00	500.00	0.00	100.00%
Expenses							
53400 Office Supplies	500.00	0.00	379.10	498.99	498.99	1.01	99.80%
Expenses	500.00	0.00	379.10	498.99	498.99	1.01	99.80%
Balance:	0.00	0.00	-379.10	1.01	1.01		
320073 Water Access Strategic Planning							
Expenses							
50000 SALARIES	13,600.00	0.00	225.94	10,584.32	10,584.32	3,015.68	77.83%
50500 FRINGE BENEFITS	4,597.00	0.00	103.74	3,481.89	3,481.89	1,115.11	75.74%
53400 Office Supplies	350.00	0.00	0.00	0.00	0.00	350.00	0.00%
56400 Consulting/Contractual S	1,500.00	0.00	0.00	1,259.85	1,259.85	240.15	83.99%
57300 Promotion/Advertising	800.00	0.00	0.00	0.00	0.00	800.00	0.00%
59700 INDIRECT COSTS	9,153.00	0.00	122.06	6,458.88	6,458.88	2,694.12	70.57%
Expenses	30,000.00	0.00	451.74	21,784.94	21,784.94	8,215.06	72.62%
Balance:	-30,000.00	0.00	-451.74	-21,784.94	-21,784.94		
320074 Special Access Projects							
Expenses							
50000 SALARIES	1,360.00	0.00	147.60	1,221.60	1,221.60	138.40	89.82%
50500 FRINGE BENEFITS	460.00	0.00	51.61	401.87	401.87	58.13	87.36%
56400 Consulting/Contractual S	1,900.00	0.00	0.00	0.00	0.00	1,900.00	0.00%
56600 Construction	365.00	0.00	0.00	0.00	0.00	365.00	0.00%
59700 INDIRECT COSTS	915.00	0.00	88.43	745.46	745.46	169.54	81.47%
Expenses	5,000.00	0.00	287.64	2,368.93	2,368.93	2,631.07	47.38%
Balance:	-5,000.00	0.00	-287.64	-2,368.93	-2,368.93		
320075 Severn River Access Management Plan							
Expenses							
50000 SALARIES	2,380.00	0.00	-6.60	1,849.77	1,849.77	530.23	77.72%
50500 FRINGE BENEFITS	804.00	0.00	3.10	608.51	608.51	195.49	75.69%
53400 Office Supplies	214.00	0.00	0.00	0.00	0.00	214.00	0.00%
59700 INDIRECT COSTS	1,602.00	0.00	-6.86	1,128.79	1,128.79	473.21	70.46%
Expenses	5,000.00	0.00	-10.36	3,587.07	3,587.07	1,412.93	71.74%
Balance:	-5,000.00	0.00	10.36	-3,587.07	-3,587.07		

Revenue and Expenditure Report by Element

Middle Peninsula Planning District Commission

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Period 07/01/07 to 05/31/08

32007 PAA Administration - FY08

Project Period 7/1/2007 to 6/30/2008

<u>Element Code & Description</u>	<u>Budget</u>	<u>Prior Year</u>	<u>Current</u>	<u>YTD</u>	<u>Proj Tot</u>	<u>Un/Ovr</u>	<u>% Bud</u>
Project Revenues:	97,442.85	0.00	0.00	98,785.10	98,785.10	-1,342.25	101.38%
Project Expense:	80,000.00	0.00	1,430.10	42,243.95	42,243.95	37,756.05	52.80%
Project Balance:	17,442.85	0.00	-1,430.10	56,541.15	56,541.15		

Revenue and Expenditure Report by Element

Middle Peninsula Planning District Commission

Period 07/01/07 to 05/31/08

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32005 PAA CELCP Acquisitions Project Period 7/1/2005 to 6/30/2008

Element Code & Description	Budget	Prior Year	Current	YTD	Proj Tot	Un/Ovr	% Bud
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320050 Dragon CELCP Acquisitions(\$420667TNCMatch)

Revenues

41300 VDEQ	420,667.00	6,441.58	0.00	414,225.42	420,667.00	0.00	100.00%
Revenues	<u>420,667.00</u>	<u>6,441.58</u>	<u>0.00</u>	<u>414,225.42</u>	<u>420,667.00</u>	<u>0.00</u>	<u>100.00%</u>

Expenses

50000 SALARIES	1,022.00	1,068.40	-15.15	4,247.23	5,315.63	-4,293.63	520.12%
50500 FRINGE BENEFITS	367.00	383.19	7.12	1,397.20	1,780.39	-1,413.39	485.12%
56300 Legal Services	14,307.35	19.00	0.00	7,398.20	7,417.20	6,890.15	51.84%
56301 Appraisals	4,200.00	4,200.00	0.00	0.00	4,200.00	0.00	100.00%
56400 Consulting/Contractual S	399,760.00	0.00	0.00	399,760.00	399,760.00	0.00	100.00%
56600 Construction	300.00	0.00	0.00	0.00	0.00	300.00	0.00%
57100 Postage	9.65	41.18	0.00	0.00	41.18	-31.53	426.74%
57500 Miscellaneous Other	0.00	1.20	0.00	0.00	1.20	-1.20	0.00%
59700 INDIRECT COSTS	701.00	724.98	-15.76	2,591.79	3,316.77	-2,615.77	473.15%
Expenses	<u>420,667.00</u>	<u>6,437.95</u>	<u>-23.79</u>	<u>415,394.42</u>	<u>421,832.37</u>	<u>-1,165.37</u>	<u>100.28%</u>
Balance:	<u>0.00</u>	<u>3.63</u>	<u>23.79</u>	<u>-1,169.00</u>	<u>-1,165.37</u>		

320051 CELCP II - Inkind match \$568810 Batten easement

Revenues

41300 VDEQ	568,810.00	0.00	0.00	511,929.00	511,929.00	56,881.00	90.00%
Revenues	<u>568,810.00</u>	<u>0.00</u>	<u>0.00</u>	<u>511,929.00</u>	<u>511,929.00</u>	<u>56,881.00</u>	<u>90.00%</u>

Expenses

50000 SALARIES	1,414.00	0.00	-4.15	1,162.89	1,162.89	251.11	82.24%
50500 FRINGE BENEFITS	478.00	0.00	1.95	382.55	382.55	95.45	80.03%
56300 Legal Services	25,197.00	0.00	0.00	8,245.77	8,245.77	16,951.23	32.73%
56400 Consulting/Contractual S	540,369.00	0.00	0.00	540,369.00	540,369.00	0.00	100.00%
56600 Construction	400.00	0.00	0.00	300.00	300.00	100.00	75.00%
59700 INDIRECT COSTS	952.00	0.00	-4.31	709.63	709.63	242.37	74.54%
Expenses	<u>568,810.00</u>	<u>0.00</u>	<u>-6.51</u>	<u>551,169.84</u>	<u>551,169.84</u>	<u>17,640.16</u>	<u>96.90%</u>
Balance:	<u>0.00</u>	<u>0.00</u>	<u>6.51</u>	<u>-39,240.84</u>	<u>-39,240.84</u>		

Project Revenues:	<u>989,477.00</u>	<u>6,441.58</u>	<u>0.00</u>	<u>926,154.42</u>	<u>932,596.00</u>	<u>56,881.00</u>	<u>94.25%</u>
Project Expense:	<u>989,477.00</u>	<u>6,437.95</u>	<u>-30.30</u>	<u>966,564.26</u>	<u>973,002.21</u>	<u>16,474.79</u>	<u>98.34%</u>
Project Balance:	<u>0.00</u>	<u>3.63</u>	<u>30.30</u>	<u>-40,409.84</u>	<u>-40,406.21</u>		

MIDDLE PENINSULA CHESAPEAKE BAY PUBLIC ACCESS AUTHORITY
DRAFT OVERALL PROGRAM DESIGN

FY '09: July 1, 2008 – June 30, 2009

PROGRAMS WILL BE OPERATED IN THE FOLLOWING GENERAL AREAS:

- (1) MPCBPAA ADMINISTRATION and LOCAL PUBLIC ACCESS TECHNICAL ASSISTANCE
- (2) PUBLIC ACCESS LAND TRANSFERS
- (3) ACCESS INFRASTRUCTURE MANAGEMENT and IMPROVEMENTS
- (4) WATER ACCESS STRATEGIC PLANNING
- (5) TIDAL WETLANDS MITIGATION BANKING

(1) Program: General PAA Administration and Local Technical Assistance \$14,800

Description: This program allows the Overall Program to function by supporting the individual projects and operation of the Authority, as well as by responding to daily requests for assistance from local government staff and coordination with the Middle Peninsula regional security Center for maintenance work. In order to properly manage the workload, requests should be channeled through Authority members to PAA lead staff.

Activities: Personnel administration; financial management; administrative grant reporting; and other general Authority functions. Consultation on public access related issues; review of local public access projects; GIS and other public access technical assistance provision as necessary.

Responsibility: Director of Regional Planning, Regional Planner

Support: PAA General fund and DEQ Coastal Zone Management Program

(2) Program: Public Access Land Transfer \$21,000

Description: This program responds to a number of VDOT road ending acquisition opportunities in the Middle Peninsula. The transfer of certain county road endings will begin with Lower Guinea Landing (Bill Hoggs Landing) in Gloucester County. These public donations will be assessed, coordinated with member localities to ensure compatibility with local planning initiatives, and administered. Strategic acquisition planning may also be included.

Activities:

- a. Bill Hogg's Road Ending Transfers
- b. Planning for Prince Street
- c. Private-Public-NGO land transfer

Responsibility: Director of Regional Planning, Regional Planner, PAA Legal Assistance

Support: PAA General Fund

(3) Program: Access Infrastructure Management and Improvements **\$ 8,400**

Description: Those activities, which promote and support efforts to study and plan for local and regional water access needs including: access studies; infrastructure planning and development; project coordination assistance to the Authority and local governments in public access grant funding programs; as well as project administration and coordination of public access infrastructure improvement projects.

Activities:

- a. Ongoing Acquisition Planning and Management
 - i. License Plate Grant
 - ii. Access Master Plan Development

Responsibility: Director of Regional Planning, Regional Planner, Consulting Services

Support: Chesapeake Bay License Fund, PAA General Fund

(4) Program: Tidal Wetlands Mitigation Banking **\$20,600**

Description: This program includes analysis of Tidal Wetlands Mitigation Banking opportunities and development of a MPCBPAA-managed mitigation banking program to lower the cost of mitigation, ensure consistency in the delivery of services to each locality, and increase passive public access in the region.

Activities:

- a. Wetlands Mitigation Banking

Responsibility: Director of Regional Planning, Regional Planner, Consultant

Support: PAA General Fund and DEQ Coastal Zone Management Program