

Northern Neck Planning District Commission Annual Work Program FY 2011-12

INTRODUCTION

The 2011-12 Work Program for the Northern Neck Planning District Commission contains specific work elements and a budget for the fiscal year ending June 30, 2012. The work program is based on requests from the Commission's member localities and on State and Federal grant activities. It is intended to be flexible and adaptable to meet varied and changeable requirements of the divisions of governments involved. This work program has been divided into categories and further divided into work program elements and activities.

WORK PROGRAM OBJECTIVES

The Northern Neck Planning District Commission, a voluntary association of local governing bodies, endeavors to address local issues and to solve problems with regional significance and impact through mutual cooperation. These regional issues cannot be solved efficiently by each county alone.

Objectives of the 2011-12 Work Program are:

- To represent the unified needs of member governments through the role of a regional forum and/or spokesperson;
- To fulfill the need for developing regional plans and/or programs whenever compatible goals and objectives exist;
- To create an awareness of the need for regional compatibility along boundaries;
- To fulfill a collective need for all member government needs by providing up-to-date data and statistics.

WORK PROGRAM CATEGORIES

ADMINISTRATION: Administrative activities and costs include those necessary to maintain the Commission's operations. The administrative function is intended to provide efficient and responsive operations through sound financial, personnel, and program management. Administrative costs are distributed to all program areas by an indirect cost-allocation plan in accordance with state and federal guidelines. Work program elements include financial management and bookkeeping, personnel management, work programming, secretarial functions and correspondence, commonwealth intergovernmental review, grant seeking, and release time (annual, holiday, sick leave).

REGIONAL PROGRAMS: Regional programming includes intergovernmental coordination, review and assistance, economic development activities, transportation planning, grant program identification and applications, environmental planning and

local requests. A combination of the basic State PDC allocation, the Virginia Department of Rail and Public Transportation, Virginia Department of Transportation, Federal Highway Administration, the Department of Environmental Quality Virginia Coastal Zone Management Program, Economic Development Administration, Department of Housing and Community Development, Department of Conservation and Recreation, and County contributions provide funding for these services. Specific activities include the following:

Environmental:

- Continue updating the Regional Waste Stream/Recycling Report
- Continue reviewing and updating the Regional Hazardous Materials Response Plan and coordinate activities
- Continue to develop and maintain a Regional GIS Program and provide training to localities
- Attend meetings of the Rappahannock River Basin Commission, participate on and support the Commission's Non-point working group, Coastal PDC Committee and the Potomac Watershed Roundtable
- Administer the On-Site Wastewater Treatment and Disposal Systems Funding Program
- Review Environmental Impact Statements, Assessments and/or Reviews
- Pursue funding and opportunities for further study of groundwater in the region and water supply planning
- Continue to support regional litter control initiatives and encourage the development of a strategic plan that will strive to achieve better litter control in the region
- Administer the Regional "Assign-A-Highway" Program
- Continue to administer the LMI Septic Pump-out Grant Program and continue to seek additional funding to continue the program
- Continue to promote LID practices
- Educate and work with county planning commissions and staff on blue-green infrastructure corridors
- Create a report for localities with tools available under VA Law to help protect natural areas and perform an assessment of high value natural areas threatened by sea level rise
- Continue administering the Energy Efficiency Weatherization Program

Economic Development:

- Continue planning activities as the Economic Development District and update of the Comprehensive Economic Development Strategy to meet CEDS Guidelines
- Assist the Counties with planning, development and marketing of industrial sites and buildings; coordinate with the Virginia Economic Development Partnership
- Serve as administrative and fiscal agent for the Northern Neck-Chesapeake Bay Region Partnership

- Serve as administrative and fiscal agent for the Northern Neck Tourism Commission
- Support the Rappahannock Regional Small Business Development Center
- Coordinate Northern Neck Enterprise Zone Activities
- Continue to assist the Department of Game and Inland Fisheries with further planning, development and marketing of the Coastal Birding Trail in the region
- Support workforce development and training initiatives throughout the region
- Serve as administrative and fiscal agent for the Northern Neck Broadband Authority

Transportation:

- Continue the Northern Neck Transportation Demand Management Program (NeckRide.org)
- Continue to be the clearinghouse for transportation information for the region
- Continue work on regional transportation planning matters, serving as staff to the Northern Neck Regional Transportation Technical Advisory Committee, and working on Regional Rural Transportation Plan tasks
- Work with VDOT to further develop a comprehensive Geographic Information System
- Provide information on SAFETEA-LU to localities, promote use of the enhancement program and assist in preparation of grant applications
- Continue work on regional multi-use trail networks
- Work on scenic byway designation and highway beautification projects
- Continue to seek the National Heritage Area Designation for the region
- Serve as administrative and fiscal agent for the Northern Neck- Chesapeake Bay Public Access Authority and assist counties in creating new public water access sites and enhancing existing public water access sites
- Continue work on water trails, canoe/kayak trail maps and trip planning details
- Continue participation in the Human Mobility Plan
- Continue participation in the VDOT Long Range Plan process
- Continue to support Bay Transit and promote the use of public transportation
- Continue to work with the George Washington Regional Commission to create Guaranteed Ride Home Service throughout the regions

Other:

- Continue to coordinate meetings of the County Administrators and Land-Use Administrators to discuss regional issues and programs
- Coordinate regional legislative meetings with State and Federal legislators
- Continue work on the Regional Emergency Operations Plan
- Coordinate activities related to the All Hazards Mitigation Planning process and implementation of the plan's goals, objectives, strategies and actions
- Administer and act as fiscal agent for Ambulance Medical Billing Program

LOCAL PROGRAMS: Local project assistance is provided by the Commission to the localities within the Northern Neck Region. These local projects include a wide range of categories including grant seeking, writing and management assistance, environmental planning and monitoring for compliance and computer assistance, and other regional planning. These services are funded by a combination of local member dues, the State PDC allocation, and specific grants or contracts where applicable. Specific activities include the following:

- Respond to local mapping and technical assistance requests, as needed
- Assist Northumberland County with Light Street Neighborhood Project
- Assist the Town of Montross with Downtown Revitalization Planning
- Hold ArcView GIS and other training sessions for County staff
- Coordinate Quarterly Coastal Manager/Land Use Administrators meetings to discuss common environmental concerns and interact with state agency staff, and to provide training
- Create regional water trails (canoe/kayak) in all four counties
- Continue to update tax maps for Northumberland County
- Provide planning and technical assistance to the Northern Neck Land Conservancy and others seeking to assist in conserving land
- Provide a GIS assessment and training for Westmoreland County
- Administer FEMA/VDEM grants when requested

STATE AFFILIATE DATA CENTER AND PUBLIC INFORMATION SERVICES:

The State has established its 21 PDCs as affiliate data centers for the U.S. Bureau of the Census and also as a repository of the various State Agencies information. The Commission publishes a quarterly newsletter of economic, social and other indicators of community change. The Commission also functions as an information source and clearinghouse to State, local and private entities. This program is funded by the basic State PDC allocation. Specific activities include the following:

- The ongoing provision of information to organizations and residents concerning the social, economic and demographic characteristics of the region
- The ongoing publication of NNPDC project updates online
- Operation of the State affiliate data center office for the Census Bureau and other agencies
- Maintenance of the PDC web-site www.nnpdc17.state.va.us , www.nnpdc.org ,the NNCBRP site www.northernneck.us , the Northern Neck Tourism Commission web-site www.northernneck.org and the Northern Neck Transportation Demand Management site www.neckride.org .