



COMMISSIONERS

Essex County

*Vacant*

*Hon. Edwin E. Smith, Jr.*

*Hon. John C. Magruder*

*Mr. Michael A. Lombardo*

Town of Tappahannock

*Hon. Roy M. Gladding*

Gloucester County

*Hon. Ashley C. Chriscoe*

*(Vice-Chairman)*

*Dr. William G. Reay*

*Hon. Michael R.*

*Winebarger*

King and Queen County

*Hon. Sherrin C. Alsop*

*Hon. R. F. Bailey*

*Mr. Thomas J.*

*Swartzwelder*

*(Chairman)*

King William County

*Hon. David E. Hansen*

*Hon. Travis J. Moskalski*

*(Treasurer)*

*Mr. Eugene J. Rivara*

Town of West Point

*Hon. James Pruett*

Mathews County

*Hon. George C. Morrow*

*Mr. Thornton Hill*

*Mr. Michael C. Rowe*

*Ms. Melinda Conner*

Middlesex County

*Mr. Gordon E. White*

*Hon. Wayne H. Jessie, Sr.*

*Mr. Matthew L. Walker*

*Hon. Kathy H. Swinehart*

Town of Urbanna

*Hon. Diane Gravatt*

*Ms. Holly Gailey*

Secretary/Director

*Mr. Lewis L. Lawrence*

**MEMORANDUM**

**TO: MPPDC Board of Commissioners**

**FROM: Lewis Lawrence, Executive Director**

**DATE: April 17, 2019**

**RE: April Commission Meeting**

The Middle Peninsula Planning District Commission will host its monthly meeting on Wednesday, April 24, 2019 at 7:00 p.m. in the Regional Board Room at the Middle Peninsula Planning District Commission office in Saluda.

Enclosed are the April 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](mailto:LLawrence@mppdc.com).

I look forward to seeing you on **April 24<sup>th</sup>**!

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

**7:00 P.M.**

**Wednesday, April 24, 2019**

**125 Bowden Street**

**Saluda VA 23149**

- I. Welcome and Introductions
- II. Approval of March Minutes
- III. Approval of March Financial Report
- IV. Executive Director's Report on Staff Activities for the Month of April
- V. MPCBPAA Update
- VI. MPA Update
- VII. MPPDC Public Relations/Communications Update
- VIII. Public Comment

**AGENDA ITEMS FOR DISCUSSION**

- I. Stephanie Heintz, Consociate Media presentation on WIP III, Resiliency and Flood Prevention.
- II. Adoption of Resolution in Support of Flood Resiliency Proposal to Department of Conservation and Recreation
- III. FEMA update for the Middle Peninsula All Hazard Mitigation Plan
- IV. GoVirginia Presentation given to MPA Board by Billy Beale, GoVirginia Region 6 Chairman
- V. Other Business
- VI. Adjournment

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# MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

March 27, 2019  
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, March 27, 2019, at 7:00 p.m. In the absence of the Chairman and Vice Chairman, MPPDC Treasurer Travis Moskalski welcomed everyone in attendance.

### **Commissioners Present**

Essex County: Edwin “Bud” Smith, Jr.  
King William County: Travis Moskalski, Eugene Rivara  
Mathews County: G.C. Morrow, Mindy Conner, Mike Rowe  
Middlesex County: Wayne Jessie, Gordon White  
Town of Urbanna: Diane Gravatt, Holly Gailey

### **Commissioners Absent**

King and Queen County: Tom Swartzwelder, R.F. Bailey, Sherrin Alsop  
Essex County: John Clickener, John Magruder, Michael Lombardo  
Gloucester County: Ashley Chriscoe, Dr. Willy Reay, Michael Winebarger  
King William County: Dave Hansen  
Mathews County: Tim Hill  
Middlesex County: Matt Walker, Kathy Swinehart  
Town of Tappahannock: Monte “Roy” Gladding  
Town of West Point: James Pruett

### **Also in Attendance**

Lewis Lawrence, MPPDC Executive Director  
Beth Johnson, MPPDC Finance Director  
Dawn Mantell, MPPDC Secretary  
Guests

## **II. Approval of February Minutes**

Treasurer Moskalski asked whether there were any corrections or changes to the February Minutes. There being no corrections to the Minutes, Treasurer Moskalski requested a motion to approve the February Minutes. Ms. Conner moved that the February Minutes be approved. Mr. Jessie seconded the motion; motion carried.

## **III. Approval of February Financial Report**

Treasurer Moskalski asked whether there were any questions regarding the February financial report before being approved subject to audit. There being no questions, Treasurer Moskalski requested a motion to approve the February financial report subject to audit. Mr. Rivara moved to approve the February financial report subject to audit. Mr. White seconded the motion; motion carried.

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

Treasurer Moskalski requested MPPDC Executive Director, Lewie Lawrence review the Executive Director's Report on Staff Activities for the month of March. 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 directed the Commissioners' attention to several items:

- Consulted with Mike Vernon, President of Flood Insurance Hampton Roads concerning business opportunities for coastal resiliency within the Middle Peninsula. Discussed needs for commercial floodproofing services as well as an opportunity to partner on analyzing flood risk for residential structures and the installation of living shorelines for coastal flooding mitigation. Mr. Lawrence stated Mr. Vernon will analyze anyone's property to determine if they are under or over insured and has helped 80k homeowners save over \$100M in premium savings throughout the term of their mortgage.
- Consulted with Del. Keith Hodges regarding a possible date for the 2<sup>nd</sup> Rural Coastal Enhancement Authority Summit. Del. Hodges indicated June 14<sup>th</sup> was a preferred date. Contacted the Virginia Institute of Marine Science to request use of their auditorium for the event. Mr. Lawrence stated this date may change in order to accommodate House leadership attendance.
- Apparently, there is no mechanism after a repair permit has been issued, to follow-up to make sure that the project is completed, inspected and an operating permit issued. MPPDC requires an OP before making final payment to the contractor, but generally the contractor doesn't provide a completion statement until the job is finished and paid for. Most homeowners are unaware that they should have an operating permit. This could cause problems down the road. This is a situation to discuss with the health department in the future to determine how the process can be improved. Mr. Lawrence stated the Health Department requires homeowners to record the paperwork at the courthouse and because the homeowners are unaware, no one is doing this. This can cause issues when the homeowner goes to sell the property.
- Coordinated for a special meeting with the Army Corps of Engineers to discuss Section 408 Permit requirement to be held on March 22<sup>nd</sup> at the Norfolk Army Corps of Engineers office. Mr. Lawrence reported John Paul Woodley, Advantus Strategies provided the MPPDC with additional support in communication and coordination with the Army Corps of Engineers and the MPPDC was able to obtain a special permit that will exempt all 16 channels in the Middle Peninsula. It will take a couple of weeks for the Army Corps of Engineers to draft the conditions. Mr. Lawrence will share the draft with the Commission when it becomes available.

Commissioners were encouraged to contact Mr. Lawrence with any questions regarding the staff activities reported for the month of March.

**V. MPCBPAA Update**

Mindy Conner, MPCBPAA Chairman reported the Authority is continuing to look at potential PAA properties for use as spoil sites. The next scheduled meeting will take place April 12<sup>th</sup>.

**VI. MPA Update**

Travis Moskalski, MPA Chairman reported that the MPA Executive Officers met this month. The MPA had 3 respondents to the PamunkeyNet RFQ. These responses were reviewed by the Executive Officers and 2 have been approved to move forward. Pipeline Project and Site Characterization GoVirginia proposals were reviewed. A site consultant from VEDP is flying in to visit a couple of MPA sites for readiness assessments. The MPA Board will reconvene April 10<sup>th</sup>. Mr. Moskalski thanked the Commission for their support.

**VII. MPPDC Public Relations/Communications Update**

In the absence of Stephanie Heinatz, Consociate Media, Mr. Lawrence drew the Commission's attention to a handout provided by Mrs. Heinatz outlining their efforts to date in marketing the work of the Commission.

**VIII. Public Comment**

None.

**IX. Delegate Keith Hodges Floor Speech to the GA on Rural Coastal Virginia**

MPPDC Executive Director, Lewie Lawrence presented a video of Del. Hodges floor speech to the General Assembly discussing Rural Coastal Virginia. Del. Hodges emphasized the "unique challenges" of Rural Communities in the Commonwealth and stressed the importance of finding solutions to improve the quality of life for all who reside there.

**X. Ann Philips, Special Assistant to the Governor for Coastal Adaptation and Protection: Virginia Coastal Resilience Master Plan 2019**

MPPDC Executive Director, Lewie Lawrence drew the Commission's attention to a request for information in support of developing Virginia Coastal Resilience Master Plan 2019. The request came from Ann C. Phillips, Rear Admiral, US Navy (Ret) who is the new Special Assistant to the Governor for Coastal Adaptation and Protection. Admiral Phillips is interested in knowing more about local governments' concerns related to coastal flooding and has posed 4 questions for exploration. Mr. Lawrence shared these questions with the Local Government Administrators and wanted to also give the Commissioners an opportunity to

provide feedback. Mr. Lawrence asked the Commission to think about their answers and he will collect all responses to be submitted to Admiral Phillips on or before the April 8<sup>th</sup> deadline.

**XI. Middle Peninsula TDM Program Rideshare Update**

MPPDC Finance Officer, Beth Johnson announced that after 17 years, the Commonwealth has made improvements to the ongoing rideshare matching system. Mrs. Johnson demonstrated the software's accessibility, functionality and also how it has the capability to provide local statistics. Commuters who register can now do their own online ridematch search with real time results and log their non drive alone trip information to earn rewards. With this program, commuters who travel by carpool, vanpool, bus, train, bike or even those who walk can log their trips and earn incentives for doing so, such as free Starbucks coffee, pizza and other discounts on purchases from participating businesses, even online purchases. All registrants are entered into the statewide database and thus can be matched with all other registered commuters regardless of which regional program they are affiliated with greatly expanding the likelihood of finding a match for their commute. The program also provides robust reporting capabilities such as miles reduced, dollars saved, tons of pollutants avoided.

**XII. Update on New Funding Proposals Submitted to Fund Commission Work Program**

MPPDC Executive Director, Lewie Lawrence drew the Commissioners attention to a list of submitted projects listed at the back of the Commission packet. Mr. Lawrence went over each submitted project and explained how these projects, if funded, will help to form the Commission's work program for FY20.

**XIII. Other Business**

- a) MPPDC Finance Officer, Beth Johnson drew the Commissioners attention to a handout from the Virginia Retirement System entitled "Commonwealth of Virginia Voluntary Group Long Term Care Insurance Program Employer Adoption Agreement". Mrs. Johnson explained this is an open window to enrollment for any political subdivision not currently participating. There is no cost to employers and employees can elect to enroll and pay their premiums. After some discussion, Mr. Rivara made a motion to adopt the agreement between the MPPDC (Employer) and the Virginia Retirement System (Plan Sponsor) as presented. Mr. Jessie seconded the motion; motion carried.
- b) Commissioner, Wayne Jessie shared the news that Governor Northam came to Middlesex County this week for the ribbon cutting at the Cooks Corner Revitalization Project. This project is a public/private partnership bringing together private, local, state and federal partners to fund the economic development project. The event was well attended.



**XIV. Adjournment**

Chairman Swartzwelder requested a motion to adjourn the meeting. Mr. Smith motioned to adjourn; Ms. Gailey seconded. The motion carried.

*\*Note: All handouts distributed at a meeting are filed in the official MPPDC record book of the minutes. Copies of all PowerPoint presentations, if any, are filed with the official minutes.*

COPY TESTE:

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**(Secretary)**

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## Balance Sheet by Category

Middle Peninsula Planning District Commission

Run Date: 4/9/19  
 Run Time: 2:08:21 pm  
 Page 1 of 1

Period Ending: 03/31/2019  
 Format: 1 Board

**Assets:**

Cash in Bank	421,838.03
Cash in Bank, Restricted	364,573.67
Receivables	220,441.31
Property & Equipment	2,390.47
Prepaid Pension (Deferred Outflows)	13,015.24

<b>Total Assets:</b>	<b>\$1,022,258.72</b>
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**Liabilities:**

Accounts Payable	19,353.40
VRA Loan Payables	305,973.41
Payroll Withholdings	19.58
Accrued Leave	47,938.02
Deferred Inflows (VRS)	157,347.00
Net Pension Liabilities	22,476.00
Cost Allocation Control	(995.21)

<b>Total Liabilities:</b>	<b>\$552,112.20</b>
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**Equity:**

Local Initiatives/Information Resources	40,011.48
Economic Development	335.19
Transportation Programs	(8,973.68)
Emergency Management Projects	(23,139.78)
Onsite Repair & Pumpout	(584.76)
Housing	(12,096.75)
Coastal Community & Environmental	(42,097.72)
Public Access Auth Programs	(36,669.29)
Mandates	1,109.47
Temporarily Restricted	177,307.09
General Fund Balance	374,945.27

<b>Total Equity:</b>	<b>\$470,146.52</b>
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<b>Total Liabilities and Equity</b>	<b>\$1,022,258.72</b>
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<b>Balance:</b>	<b>\$0.00</b>
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## Project Financial Report

Middle Peninsula Planning District Commission

Run Date: 04/09/2019

Run Time: 2:07:51 pm

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Period Ending: 03/31/2019

-----Expenditures-----								
Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30013	EE&CBG Project	3,987.44	(11.42)	4,584.11	(596.67)	114.96%	5,037.05	452.94
30109	MPEDRO Staff Support	21,736.00	492.13	9,529.33	12,206.67	43.84%	6,957.97	(2,571.36)
30111	Blue/Green Infrastructure PDC f	15,000.00	1,310.46	14,121.32	878.68	94.14%	14,102.68	(18.64)
30115	VHDA Community Impact Grant	30,000.00	12,990.57	23,869.98	6,130.02	79.57%	11,598.62	(12,271.36)
30170	MPBDP Staff Support	22,179.81	91.91	21,839.36	340.45	98.47%	25,651.17	3,811.81
30214	FY19 Transportation Demand M	84,807.00	4,452.14	48,548.16	36,258.84	57.25%	52,666.82	4,118.66
30215	TDM Marketieng	24,844.00	338.42	6,811.75	18,032.25	27.42%	6,167.49	(644.26)
30316	FY19 Rural Transportation Planr	72,500.00	5,211.05	58,094.49	14,405.51	80.13%	45,646.41	(12,448.08)
30420	Onsite Loan Management	179,713.02	771.27	157,054.81	22,658.21	87.39%	190,435.09	33,380.28
30428	WQIF 2016, \$183500 RLF match	216,500.00	639.74	127,326.29	89,173.71	58.81%	93,358.89	(33,967.40)
30502	Water Supply Planning	167,859.87	(209.49)	167,028.29	831.58	99.50%	168,132.45	1,104.16
31002	GA Lobby FY09	40,750.00	5,000.00	31,378.84	9,371.16	77.00%	40,750.25	9,371.41
31207	MP/NN Mass Casualty Exercise	64,473.00	(134.16)	56,967.24	7,505.76	88.36%	56,663.45	(303.79)
31208	MP/NN Regional Debris Manage	43,000.00	1,571.17	19,446.00	23,554.00	45.22%	13,344.88	(6,101.12)
31209	Re-entry Plan	49,500.00	1,167.69	2,775.16	46,724.84	5.61%	0.00	(2,775.16)
31210	Emergency Mgmt FY19-FY20	44,050.00	6,463.61	10,214.66	33,835.34	23.19%	0.00	(10,214.66)
31211	Gloucester COOP	10,000.00	595.12	3,745.05	6,254.95	37.45%	0.00	(3,745.05)
31500	Living Shoreline Incentive Progr:	26,196.92	453.04	12,790.23	13,406.69	48.82%	27,107.28	14,317.05
32015	PAA Staff Support	4,400.00	253.63	4,032.03	367.97	91.64%	4,200.00	167.97
32016	VIMS Living Shoreline/EPA9633:	92,636.80	(11.50)	92,675.74	(38.94)	100.04%	35,075.98	(57,599.76)
32017	NAWCA PAA project	75,000.00	28,434.53	54,237.50	20,762.50	72.32%	75,000.00	20,762.50
32140	FY18 Coastal TA	60,000.00	(105.17)	60,995.06	(995.06)	101.66%	60,781.12	(213.94)
32141	WWF_ANPDC	10,000.00	(43.03)	9,785.78	214.22	97.86%	10,000.00	214.22
32142	ANPDC Ecotourism	47,495.00	0.00	49,580.63	(2,085.63)	104.39%	47,495.00	(2,085.63)
32143	WIP III	50,000.00	(600.48)	55,552.11	(5,552.11)	111.10%	50,000.00	(5,552.11)
32144	Coastal TA FY19	69,000.00	4,501.57	31,061.84	37,938.16	45.02%	15,499.00	(15,562.84)
32145	CZM Dredging	50,000.00	740.47	5,971.10	44,028.90	11.94%	0.00	(5,971.10)
32146	ANPDC EcoTourism II	48,263.00	4,665.17	21,997.19	26,265.81	45.58%	0.00	(21,997.19)
32147	ANPDC Rural Enhancement Autl	5,000.00	205.10	3,570.12	1,429.88	71.40%	0.00	(3,570.12)
32148	NNPDC WWF Video	5,000.00	688.68	1,676.06	3,323.94	33.52%	0.00	(1,676.06)
38019	FY19 Local Projects	217,617.00	34,130.81	164,316.38	53,300.62	75.51%	201,864.23	37,547.85
38800	Local Dredging Proposal TA	0.00	372.65	6,586.87	(6,586.87)	0.00%	0.00	(6,586.87)
<b>Totals:</b>		<b>1,851,508.86</b>	<b>114,425.68</b>	<b>1,338,163.48</b>	<b>513,345.38</b>	<b>72.27%</b>	<b>1,257,535.83</b>	<b>(80,627.65)</b>

## Agencywide R&E by Category

Middle Peninsula Planning District Commission

Run Date: 04/09/2019

Run Time: 2:08:54 pm

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Period Ending: 03/31/2019

Format: 1 Agencywide R&E

With Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Over	% Bud
<b>Revenues</b>					
	23,370.00	0.00	5,194.62	18,175.38	22.23%
Local Match	94,347.00	21,291.53	68,033.43	26,313.57	72.11%
Local Annual Dues	135,099.00	0.00	135,099.00	0.00	100.00%
Local Other Revenues	39,948.00	0.00	35,897.47	4,050.53	89.86%
Local Other Organizations	24,900.00	0.00	7,557.97	17,342.03	30.35%
State Revenues	159,817.00	0.00	103,486.00	56,331.00	64.75%
Federal Revenues	637,162.00	15,246.08	209,444.82	427,717.18	32.87%
Miscellaneous Income	11,500.00	1,450.92	13,129.66	(1,629.66)	114.17%
RevolvingLoan Program Income	13,250.00	796.98	59,194.87	(45,944.87)	446.75%
<b>Revenues</b>	<b>1,139,393.00</b>	<b>38,785.51</b>	<b>637,037.84</b>	<b>502,355.16</b>	<b>55.91%</b>
<b>Expenses</b>					
Personnel	376,777.00	31,594.59	317,718.63	59,058.37	84.33%
Facilities	30,887.00	2,588.25	22,845.54	8,041.46	73.96%
Communications	3,150.00	331.94	3,714.50	(564.50)	117.92%
Equipment & Supplies	3,300.00	380.84	5,574.85	(2,274.85)	168.93%
Travel	6,650.00	148.33	2,525.68	4,124.32	37.98%
Professional Development	11,660.00	747.42	8,962.34	2,697.66	76.86%
Contractual	436,086.00	48,701.98	255,191.64	180,894.36	58.52%
Miscellaneous	58,430.00	8,640.80	34,577.05	23,852.95	59.18%
Regional Share	94,347.00	21,291.53	68,033.43	26,313.57	72.11%
<b>Expenses</b>	<b>1,021,287.00</b>	<b>114,425.68</b>	<b>719,143.66</b>	<b>302,143.34</b>	<b>70.42%</b>
<b>Agency Balance</b>	<b>118,106.00</b>	<b>(75,640.17)</b>	<b>(82,105.82)</b>		

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**Middle Peninsula Planning District Commission  
Executive Director's Report of Regional Progress  
April 17, 2019**

**Note:** On May 23, 2018, the Commission voted to direct staff to email all future documents including the Commission meeting packets in an effort to save on postage. As we strive to make this report more informative and user friendly, some previously contained information may now be accessed by clicking on the following link(s):

- For Demographic Information:  
[http://virginialmi.com/report\\_center/community\\_profiles/5109000318.pdf](http://virginialmi.com/report_center/community_profiles/5109000318.pdf)
- For MPPDC Website: <http://www.mppdc.com/>

**MPPDC Staff and Contact Information**

**Executive Director: Lewis Lawrence**

Contact Info: [lawrence@mppdc.com](mailto:lawrence@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](mailto:bjohnson@mppdc.com) (804) 758-2311x22

Programs: *Commuter/Employer Transportation Services, Septic Repair & Pumpout Assistance, Living Shoreline Incentive Program, Revolving Loan Programs Administration, PDC Finance & Grants Administration, PAA Staff Support, MPA Staff Support*

**Planner 1: Todd Scheid**

Contact Info: [tscheid@mppdc.com](mailto:tscheid@mppdc.com) (804) 758-2311x28

Programs: *Rural Transportation Planning*

**Planner 1: Jessica Roy**

Contact Info: [jroy@mppdc.com](mailto:jroy@mppdc.com) (804) 758-2311x26

Programs: *Regional Emergency Planning*

**Special Projects Planner: Jackie Rickards**

Contact Info: [jrickards@mppdc.com](mailto:jrickards@mppdc.com) (215) 264-6451 (cell)

Programs: *Environmental Programs, Hazard Mitigation Planning, Grant Writing, Graphic Arts*

**Secretary: Dawn Kirby**

Contact Info: [dkirby@mppdc.com](mailto:dkirby@mppdc.com) (804) 758-2311x21

Programs: *Septic Pumpout Assistance, MPA Staff Support, Facilities Scheduling*

Funding – VDEM, MANDATES  
VDEQ, localities, MPPDC General Fund

### **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.*

### **INFORMATION RESOURCES/ASSISTANCE**

- Updated [www.mppdc.com](http://www.mppdc.com) website – meeting notices, reports, news releases, GoVA meetings, and MPA notices.

### **COASTAL COMMUNITY DEVELOPMENT/ ENVIRONMENTAL**

Funding – VDEQ, VIMS, VDCR, local match from MPPDC General Fund & partners

### **Project 32015 - 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.
- Billed Gloucester Rowing Association for pool house electric bills.
- Sent documentation to VACORP for FY20 renewal of liability and property insurance.
- Attended MPA meeting on April 12.

### **Project 32017 – NAWCA PAA Acquisitions**

*The Wetlands Conservation on the Middle Peninsula of Virginia Phase I proposal is the first in a series of projects planned by the Middle Peninsula District Commission (MPPDC) in coordination with local, state and federal agencies, non-government organizations and landowners to protect key wetlands along the Chesapeake Bay. This project will employ a novel, creative and cost effective land conservation model in order to perpetually protect 77.05 acres of coastal habitat.*

- Consulted with Glenda Brooks, Middlesex Title regarding property closings.



### **Project 32143 – WIP III (2)**

*MPPDC will continue to engage localities, and regional and state partners regarding Bay WIP III programmatic actions and implementation activities with funding provided by DEQ. One outcome of this project may be sustainable funding to the PDC for a designated environmental staff person to provide coordination between DEQ, CBP and localities and technical assistance to local governments moving forward.*

- Reviewed and executed contract with Department of Environmental Quality.

### **Project 32144 – Virginia Coastal TA FY19**

*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 Esti Thomas, Virginia Outdoors Foundation concerning final documentation for recordation of public access easement at the Captain Sinclair's Recreational Area. One parcel needed an acreage calculation before recordation can occur.
- Consulted with Jack Moore, President of the Gloucester Rowing Association regarding coaching issues associated with the Crew Team Residing at the Captain Sinclair's Recreational Area.
- Consulted with Debbie Messmer, VDEM regarding Pamunkey Tribe All Hazard Mitigation Plan update.
- Convened a meeting with Chris Davis, President of Ready Reef and Russell Burk, President of Biogenic Solutions Consulting to discuss future possible GO Virginia pipeline entrepreneurial project proposals. Liz Povar, Principal Officer of MPA and Troy Hartley, Virginia Sea Grant participated in the meeting to discuss relationship with ongoing Middle Peninsula coastal resiliency GO Virginia proposal.
- Consulted with Scott Hardaway, Director for Shoreline Studies Program at VIMS regarding FEMA standards for 15 and 25 year storm event calculations. Provided contact information for Russ Burk, Professor at Christopher Newport University to coordinate with Scott Hardaway on calculations.
- Consulted with Lawrence Hollandsworth, Gloucester County naturalist who has interest in painting nature based landscapes at Captain Sinclair's Recreational Area in Gloucester County.
- Consulted with staff from The Closing Shop regarding a speaking event with Middle Peninsula realtors and Middle Peninsula leaders regarding work of Del. Keith Hodges in matters of importance to the realtor community.
- Consulted with staff from Virginia Geographic Information Network and the Virginia Department of Environmental Quality regarding the methodology used to calculate impervious cover and the relationship to solar. For the purposes of impervious cover and the tiered approach for stormwater regulations, determining how solar panels are classified for land-use classification is of critical importance to the Middle Peninsula.
- Consulted with Ben Leach, Virginia Department of Environmental Quality Stormwater Management staff regarding how baseline calculations are derived for solar operations and the relationship to impervious cover.
- Consulted with Sarah Vogel song, *Chesapeake Bay Journal* regarding failed septic systems across Rural Coastal Virginia and the relationship to the Watershed Implementation Plan submitted by the Commonwealth of Virginia.
- Convened the April meeting of the Local Government Administrators. Robert Crockett, President of Advantus Strategies attended the meeting to discuss Del. Keith Hodges legislation and issues of transportation importance to member localities. Discussions are needed as a follow-up to several bills submitted by Del. Hodges which will require action by VDOT.
- Assisted Prue Davis, Essex County Board of Supervisors with research regarding an agricultural water withdrawal permit located in Essex County.

- Consulted with Melissa Fullorn, Virginia Port Authority regarding proposed budget for the four applications submitted to VPA requesting dredging funding. Ms. Fullorn requested amendments to the budget to phase planning and permitting separate from construction due to insufficient funds to finance even one of the proposed dredging projects.
- Consulted with Bay Aging staff regarding needs for a Middle Peninsula map.
- Consulted with a Northern Neck waterfront property owner interested in a loan for a living shoreline. Explained that the Middle Peninsula Planning District Commission Living Shoreline Revolving Loan Program is not open to citizens on the Northern Neck and that citizens should contact the Northern Neck Planning District Commission for information on what programs may be available to them.
- Consulted with staff from the Virginia Department of Aviation interested in knowing the history behind the creation of the Middle Peninsula Regional Airport Authority.
- Consulted with Tom Cramer of the Friends of Dragon Run requesting property boundary survey plats for the Clay Tract which abuts Friends of Dragon Run property. Provided Mr. Cramer with access to Public Access Authority documents.
- Convened the bi-monthly April meeting of the Middle Peninsula Chesapeake Bay Public Access Authority.
- Attended an Alliance for the Chesapeake meeting held in Essex County to discuss the Commonwealth of Virginia Watershed Implementation Plan.
- Prepared and submitted semi-annual financial report to April Bahen, CZM Program.
- Prepared and submitted the semi-annual progress report to the CZM Program.

**Project 32145 – Dredged Material Siting: Fast-Track Permitting and Beneficial Use Program**

*This project will help to help localities begin to use their new authority and resources for local dredging projects by identifying opportunities for beneficial use of dredged material. In part, a channel analysis will be conducted by Virginia Institute of Marine Science (VIMS) Shoreline Studies Program to determine the best locations for dredged material. Additionally, the Virginia Coastal Policy Center (VCPC) will conduct legal research associated with HR 1096.*

- Contacted Thomas Blackwell, Essex County Commissioner of Revenue for assistance with gathering tax exempt parcel data from Northern Neck, Middle Peninsula and Eastern Shore localities.
- Selected tax-exempt parcel data from the King William data layer in GIS and created a new layer for the project.
- Below are localities that MPPDC staff requested tax-exempt parcel data from. The checked localities have sent the requested data and the unchecked localities have not provided a response.

Northern Neck	Middle Peninsula	Eastern Shore
<input type="checkbox"/> Lancaster County	<input checked="" type="checkbox"/> Essex County	<input checked="" type="checkbox"/> Accomack County
<input type="checkbox"/> Northumberland County	<input type="checkbox"/> Gloucester County	<input checked="" type="checkbox"/> Northampton County
<input checked="" type="checkbox"/> Richmond County	<input checked="" type="checkbox"/> King & Queen County	
<input type="checkbox"/> Westmoreland County	<input checked="" type="checkbox"/> King William County	
	<input type="checkbox"/> Mathews County	
	<input type="checkbox"/> Middlesex County	

- VIMS Shorelines Studies program provided an update for the CZM semi-annual progress report: “Conducted environmental, channel surveys, and material disposal data for the shallow draft navigation channels on the Middle Peninsula, Northern Neck and Eastern Shore and entered into GIS. Aerial imagery also has been compiled to look at channel and adjacent shoreline changes through time. In conjunction with the channel surveys, SSP staff started literature reviews specific to: (1) creating steps to evaluate publicly owned dredge material sites; (2) developing a process to determine the composition of dredge material and what is suitable for use as beach nourishment and/or living shorelines, especially as it pertains to coastal resiliency; and (3) developing recommendations for the design of upland dredge material sites”.
- Virginia Coastal Policy Center (VCPC) provided an update for the CZM semi-annual progress report: “VCPC students are working to finalize a white paper detailing the different Virginia permitting programs that apply or may potentially apply to the storage and placement of dredged material and how these permitting systems interact with possible beneficial use projects. The paper identifies regulatory permitting challenges for agencies beyond VMRC that could accelerate permitting processes associated with establishing a dredge material holding site. The project team has also drafted a memorandum which explores (1) ownership rights pertaining to dredged material, providing a general overview of the topic while also covering specific Virginia sites; and (2) many beneficial uses for dredged material that has been historically treated as waste”.
- Prepared and submitted semi-annual financial report to April Bahen, CZM Program.
- Prepared and submitted semi-annual progress report to the CZM program.

#### **Project 32146 – ANPDC Ecotourism II**

*This project will build on efforts from the first year and extend Middle Peninsula Watertrails into the Mobjack Bay and the Severn River. The Rural coastal Virginia Ecotourism Steering Committee will refine the Virginia Watertrails website and will focus on marketing watertrails and eco-tourism in rural coastal Virginia.*

- Consulted with Shannon Alexander, ANPDC regarding Year 3 proposal budget items. Discussed new MPPDC Indirect Cost methodology.
- Executed MOU with ANPDC.
- Subcontracted with Consociate Media to focus on marketing and development of outreach material for the Virginia Watertrails website.
- Researched the Virginia Department of Game and Inland Fisheries Birding and Wildlife Trails. Currently assessing their addition to the watertrail’s map.
- Prepared and submitted semiannual financial report to Shannon Alexander, ANPDC.

#### **Project 32147 – ANPDC Rural Enhancement Authority**

*ANPDC and MPPDC will host a Summit to engage interested localities towards their participation and membership in the Rural Coastal Virginia Community Enhancement Authority to further legislative advancements in Working Waterfront and other rural coastal Virginia policy.*

- Consulted with Del. Keith Hodges regarding possible dates for the Rural Coastal Enhancement Authority meeting to be held at VIMS in late June. Del. Hodges is coordinating for House leadership to attend.
- Del. Hodges is interested in having speakers talk about the development and impact of various bills directly related to the Rural Coastal Enhancement Authority. Issued a Doodle Poll to various private sector and local government support organizations requesting assistance for speaking at the next Rural Coastal Enhancement Authority meeting.
- Prepared and submitted semiannual financial report to Shannon Alexander, ANPDC.

### **Project 32148 – NNPDC WWF Video**

*This project proposes to expand available tools that help promote and ensure the sustainability of working waterfronts and related industries. Specifically, StoryMaps will be created for the Coastal Region that detail the locations and histories of selected working waterfronts and a video will be produced to capture the most important working waterfront stories of the coastal region of Virginia.*

- Reviewed the Working Waterfront rough cut video and provided feedback.
- Prepared and submitted semiannual financial report to John Bateman, ANPDC.

### **Project 31500 - Living Shoreline Incentive Program RLF**

*MPPDC submitted a proposal to the National Fish and Wildlife Foundation for VIMS. The objective of this project is to leverage previous funding from NFWF to install oyster bag sills at two publicly-owned (MPCBPAA) properties on and monitor them for a year. In addition, existing oyster bag sill installations at four private locations will be monitored to determine overall project effectiveness. This work will provide recommendations for installations along fetch-limited shorelines of Chesapeake Bay.*

- Consulted with Mathews homeowner regarding LSIP program and emailed application.
- *Executed ACH loan payments for 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 15<sup>th</sup> 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 12<sup>th</sup> of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.*
- ***Remaining uncommitted funds - \$67,133 plus loan repayments of \$139,712.***

## **TRANSPORTATION**

**Funding – VDRPT, VDOT, local match from MPPDC General Fund**

### **Project 30214 - 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.*

- Updated website – [www.midpenrideshare.org](http://www.midpenrideshare.org) .
- Consulted with Chris Arabia, Manager of Statewide Mobility Programs, DRPT regarding joint press release of new statewide ridematching software and database. DRPT has requested holding individual press releases until the state is ready to release one statewide.
- Consulted with Ken Pollock, Bay Transit regarding Virginia Breeze proposal and route recommendations.
- ***Current commuter database – 320***
- ***Number of Commuters with logged alt mode trips – 5***
- ***Number of logged alt trips - 90***
- ***Reduced miles (VMT) – 1,670***
- ***Commuter Savings - \$969***

### **Project 30215 - Transportation Demand Management (TDM) Marketing Plan**

*MPPDC proposes to engage the services of a marketing firm to assist its TDM program to update its marketing plan. Special emphasis will be placed on developing a social marketing plan to target regional out commuters and introduce the new Telework Center being constructed in King & Queen County. This is anticipated to be a 2-year project with the first year providing market research and design of the marketing plan and the second year, if funded, implementation of the plan.*

- Met with Stephanie Heinatz, Consociate Media to discuss next steps, survey results and press release for new ridematching system.
- Consulted with Stephanie Heinatz regarding press release for new statewide database and ridematching program. Reviewed release and forwarded to Chris Arabia for review and inclusion in joint statewide press release.
- Prepared and submitted quarterly report and reimbursement request.

### **Project 30316 – 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.*

- Reviewed the Long-Range Transportation Report and comments received on revisions from the local planners for the plan.
- Reviewed the Monthly Local Planners Round-Table Meeting and drafted the agenda for the next meeting. Sent out multiple emails and had discussions with PDC Staff on expectations and preparation for this meeting.
- Conducted research on Uber/Lyft regarding a demand-responsive service to help alleviate the pressure on Bay Transit.
- Emailed local planners with details of the monthly Local Planners Round-Table Meeting.
- Researched Bay Transit deviated-fixed routes to understand how many routes are currently active, the frequency of those routes, and the service hours/days of operation.
- Reviewed the Virginia Coastal Resiliency Master Plan Implementation in regards to understanding precisely what Ann Phillips, Special Assistant to the Governor for Coastal Adaptation and Protection needs from the MPPDC and the local planners.
- Began revising the Long-Range Transportation Plan using the comments that have been received from Middlesex County and Gloucester County to finish the last portion of this plan.
- After researching the Bay Transit program, began correcting the errors within the Long-Range Transportation Plan that pertained to surrounding public transit providers.
- Continued researching the Virginia Coastal Resiliency Master Plan.
- Created maps for Middle Peninsula Alliance that involved County Business Data for MPPDC counties and surrounding counties.
- Conducted research on grants that could be used to fund possible projects that could be implemented to further the Virginia Coastal Resiliency Plan.
- Finishing final revisions on the Long-Range Transportation Plan.
- Sent Scott Gagnon, Assistant Resident Engineer-Land Development with VDOT Saluda residency, the recommendations section of the Long-Range Transportation Plan for feedback from VDOT on the

intersections identified as priorities and if any other intersections should be listed as a priority.

- Conducted research on bike path, golf cart path, and walking trail regulations/requirements as Deltaville would like to implement a multi-modal transportation path.
- Conducted research on grant opportunities that would be available for funding a multi-modal transportation path in Deltaville.
- Attended meeting on April 11 with Middlesex County to discuss the Deltaville Multi-Modal Transportation Plan. Attendees included staff from Middlesex County - David Kretz, Mike Longest, Matt Walker, Mark Hold and Drew Williams – The Berkley Group.
- Made plans to attend the VTrans Meeting being held on April 25 in Glen Allen.
- Made plans to attend the Resilience Funding Forum being held on May 3 in Williamsburg.
- Convened monthly Round-Table Meeting with the Local Planners. Discussed the Virginia Coastal Resiliency Plan, Stormwater Management, Subdivision Regulations, and Regional Training needs.
- Prepared meeting notes for the Round-Table Planners Meeting.
- Prepared and submitted quarterly financial report and reimbursement request to Stephen Haynes, VDOT.

## ONSITE REPAIR & PUMPOUT

Funding –VRA Loan Funds, local match from MPPDC General Fund, cost sharing

### **Project 30420/30428 - 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. In addition MPPDC received funding under the Water Quality Improvement Fund (WQIF) to provide grants to low to moderate income Middle Peninsula and New Kent County homeowners to repair failing septic systems impacting water quality and health in the region. Grants can be paired with loans from the MPPDC Onsite Wastewater Revolving Loan Fund to provide matching funds as required. It is anticipated this funding will be used to provide assistance to 20-27 homeowners.*

- Continuing to receive phone calls from homeowners and contractors regarding assistance for septic repairs.
- Received application from Gloucester homeowner for assistance with pressure wash of drainfield. Consulted Millers Septic regarding estimate. Approved funding from MPPDC Small Loan fund for this project.
- Received phone call from Gloucester resident concerning help with septic system for proposed winery/restaurant. Discussed VDACS and VDH oversight. Referred to Liz Povar and Ashley Chriscoe, Middle Peninsula Alliance for assistance. MPPDC's Septic Repair Program does not provide assistance for commercial operations.
- This fiscal year, MPPDC septic repair program provided financial assistance to 12 Middle Peninsula homeowners to repair their failing septic systems for a total of \$197,707 - \$91,965 in loans and \$105,743 in grants. 7 approved projects are pending suitable soil conditions for construction. There are 5 applicants hoping for assistance and several others who have called to inquire since the funding ran out.
- Consulted with Julia Goens, Middlesex Health Department regarding OP for completed Middlesex repair.
- Prepared and submitted quarterly report and reimbursement request to DEQ.

- Executed ACH loan payments for septic repair 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). These payments occur on the 15<sup>th</sup> 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 12<sup>th</sup> of the month to request a payment to be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans as well as collection efforts.
- **Remaining uncommitted septic repair funding \$938 in loan funds – \$0 in grant funds.**

## ECONOMIC DEVELOPMENT

Funding – EDA, local match from MPPDC General Fund, BDP Loan Program Income

### **Project 30109 – Staff Support to Middle Peninsula Alliance (MPA)**

*MPPDC staff are providing clerical and fiscal assistance to the Middle Peninsula Alliance.*

- Prepared vouchers, processed A/P, processed deposits and balanced bank account. Prepared monthly financial statements.
- Printed MPA Board meeting materials, placed meeting reminder calls and provided Liz Povar, MPA Principal Officer with the anticipated attendance.
- Attended MPA meeting on April 10, prepared meeting minutes and submitted to Liz Povar, Principal Officer, MPA for review.
- Garnered signatures for annual corporate documents for submission to Sands Anderson.
- Prepared and submitted annual report to SCC.
- Scheduled meeting with Liz Povar, Principal Officer, MPA to discuss continued MPA/MPPDC collaboration and staffing. Meeting scheduled for April 29.
- Reviewed proposal budgets and consulted with Liz Povar, Principal Officer, MPA regarding proposed GO Virginia projects.
- Consulted with Terri Hudgins from Virginia Department of General Services regarding the status of the Middle Peninsula Alliance as either a government entity or a nonprofit corporation. Discussed the levels of government investment.

### **Project 301093 – PamunkeyNet**

*PamunkeyNet, a proposed wireless internet system which would harness the Middle Peninsula's existing emergency services radio infrastructure to create a regional internet service in Middle Peninsula localities. This project proposes to address the business structure necessary for the Pamunkey Nation to operate and become a wireless provider.*

- Prepared and submitted PamunkeyNet grant documentation for reimbursement.

### **Project 30115 - Blue/Green Infrastructure**

*Commission's effort to promote compatible economic development across the Middle Peninsula looking to leverage blue and green assets.*

- Consulted with Chris Davis of Ready Reef concerning the application of Flex Matt as a coastal resiliency strategy and livening shoreline technology.
- Attended a meeting of the Essex County Economic Development Authority to give an update on the Middle Peninsula Comprehensive Economic Development Strategy as well as other matters relating to leveraging of blue green infrastructure across Rural Coastal Virginia.

### **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 15<sup>th</sup> 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 12<sup>th</sup> of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.*
- **Funds available – \$140,510**

### **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 380191 - Local & Regional Technical Assistance**

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

- Researched the Census 2020 and what the next steps should be.
- Offered assistance to localities with collecting and analyzing Census 2020 data. Received feedback that they did not need assistance but would keep updated on the situation.
- Reviewed draft Annual PDC report template, provided comments and returned to DHCD.
- Assisted in the development of the DCR Floodplain Prevention & Protection Grant Proposal.
- Attended the Tom Tom Festival in Charlottesville on April 11. Sessions attended focused on entrepreneurial ecosystems within a community.

### **Project 38800 - Local Dredging Technical Assistance Projects**

*MPPDC staff are providing technical assistance to localities to prepare and submit proposals to the Virginia Port Authority for financing local dredging projects in Mathews and Gloucester Counties.*

### **Project 31002 – GA Lobby**

*This program provides professional services to represent Middle Peninsula interests at the General Assembly during the current session.*

### **HOUSING**

Funding –Housing Loan Program Income

### **Project 300132 – Energy Efficiency and Conservation Block Grant (EECBG) Revolving Loan Fund**

*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 was 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 15<sup>th</sup> 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 12<sup>th</sup> of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.*

- **Funds available = \$40,414**

#### **Project 30115 – VHDA Community Impact Grant**

*This project will consider new approaches to address vacant homes and clouds on deeds within the Middle Peninsula. Using recommendations derived from VCPC's extensive policy analysis, MPPDC will identify feasible strategies to address housing issues in the region. This work will also include a limited field inventory which will help MPPDC better evaluate how many vacant homes are in the Middle Peninsula. The short-term objective of Phase I is to identify tools available to address housing vacancies and determine how many vacant homes are in the Middle Peninsula. MPPDC will contract with VCPC and the Berkley Group to provide needed analysis and footwork.*

- Reviewed the Vacant Housing Surveys that have been received by mail.
- Researched solutions to solve the vacant housing problem in this area.
- Prepared and submitted financial report and reimbursement request to VHDA.

#### **EMERGENCY SERVICES**

**Funding – VDEM/FEMA/Homeland Security**

#### **Project 31207 – MP/NN Mass Casualty Exercise**

*The 2017 Gap Analysis of the Middle Peninsula/Northern Neck's Emergency Operations Plans (EOPs), identified the need of integrating as a region, including the need for a regional exercise that would require multiple jurisdictions to carry out a coordinated response to an incident. This functional exercise will include the Middle Peninsula, will invite the Northern Neck, and will provide jurisdictions that recently purchased regional support trailers, the opportunity to deploy and use that gear in a simulated real-world event.*

- Prepared and submitted final financial report and reimbursement request to VDEM.

#### **Project 31208 – MP/NN Regional Debris Management Plan**

*The Middle Peninsula/Northern Neck Debris Management Plan improves and supports the jurisdictions within the Middle Peninsula/Northern Neck's Operational Coordination, Information Sharing and Recovery Planning. The 2017 Gap Analysis of the Middle Peninsula/Northern Neck's Emergency Operations Plans (EOPs) identified the need to develop a Regional Debris Removal Plan that would engage the 10 county area in a joint planning process.*

- Convened 2<sup>nd</sup> Debris Management Plan meeting at MPPDC. Attendees included staff from Middlesex, Gloucester, King William, Essex, Lancaster Counties and Harrison Bresee, VDEM.
- Met with Stephen Geissler, Executive Director, VPPSA regarding identifying gaps in debris contracts.
- Consulted with Harrison Bresee, VDEM regarding clarification of Regional Debris Management Plan Scope of Work.
- Prepared Regional Debris Management Plan to include roles & responsibilities, initial response/recovery phases, debris classifications, etc.
- Prepared and submitted financial report and reimbursement request to VDEM.

### **Project 31209 – Re-Entry Plan**

*The Middle Peninsula/Northern Neck Debris Re-Entry and Access Authorization Plans will improve and support the jurisdictions within the Middle Peninsula/Northern Neck with Operational Coordination, Terrorism Planning, Information Sharing, and Recovery Planning. Re-entry planning is critical to ensure the safe return of citizens to their homes and businesses following an evacuation from a terrorist or natural disaster, while developing a strategy to screen out potential terrorists from infiltrating and taking advantage of a recovery operation.*

- Consulted with Harrison Bresee, VDEM regarding clarification of Regional Re-Entry Plan Scope of Work.
- Received local re-entry template created by Olson Group from Brett Major, Gloucester County Emergency Management Coordinator.
- Reviewed local Re-Entry Plan provided by Gloucester County.
- Prepared and submitted financial report and reimbursement request to VDEM.

### **Project 31210 – Emergency Management**

*Provides funding for the Regional Emergency Planner position based at the Middle Peninsula Planning District Commission (MPPDC). The Regional Emergency Planner supports the Emergency Managers, who do not have planners on staff, in each locality with planning.*

- Attended Hazard Mitigation Grant Program (HMGP) meeting at VDEM.
- Consulted with Lewie Lawrence, MPPDC Executive Director and Stephanie Heinatz, Consociate Media regarding DCR Floodplain Management/Dam Safety Grant Program proposal.
- Prepared and submitted DCR Floodplain Management/Dam Safety Grant.
- Made arrangements to attend the National Hurricane Conference being held the week of April 22 in New Orleans.
- Submitted pre-application for creating Wildfire Mitigation Plan for Hazard Mitigation Grant Program (HMGP). This proposal will allow the MPPDC to make a focused plan about wildfires and wildfire prevention/mitigation.
- Met with Bruce Sterling, VDEM to discuss State Homeland Security Program (SHSP) and peer reviewing process.
- Participated in a conference call hosted by FEMA regarding the inclusion of Native American Tribes in the 2016 All Hazard Mitigation Plan Update.
- Prepared and submitted a pre-application to the Hazard Mitigation Grant Program to update the All Hazard Mitigation Plan.
- Prepared and submitted financial report and reimbursement request to VDEM.

### **Project 31211 – Gloucester Continuity of Operations Plan (COOP)**

*The Middle Peninsula/Northern Neck Debris Management Plan improves and supports the jurisdictions within the Middle Peninsula/Northern Neck's Operational Coordination, Information Sharing and Recovery Planning. The 2017 Gap Analysis of the Middle Peninsula/Northern Neck's Emergency Operations Plans (EOPs) identified the need to develop a Regional Debris Removal Plan that would engage the 10 county area in a joint planning process.*

- Attended 2<sup>nd</sup> Continuity of Operations Plan Leadership Team meeting in Gloucester County. Discussed COOP process, purpose, milestones/timeline, etc.

- Met with Brett Major, Gloucester County Emergency Management Coordinator regarding COOP Basic plan.
- Continued to receive and incorporate COOP Departmental Worksheets from localities into the COOP plan.
- Continued to prepare basic Continuity of Operations Plan.

## AGENCY ADMINISTRATION

Funding - Indirect cost reimbursements from all PDC projects

### **MPPDC Administration**

*Administrative services provided to MPPDC programs. Planned FY19 Indirect Cost rate =54.86%.*

- Consulted with Christina Dominigue, VACORP regarding renewal quotes for MPPDC and MPCBPAA.
- Uploaded FY18 audit to CAMS system at request of David Conmy, Local Government Administrator, DHCD.
- Continued to work on draft FY20 budget.
- Met with Executive Director and staff member to discuss change in status from part-time to full-time, budget implications and feasibility.
- Set-up Annual Meeting with C&F Bank staff.
- Met with Nora Pierre, VML to receive and discuss FY20 quote for property and liability insurance.

## **Closed Projects**

### **Project 32016 - VIMS Living Shoreline**

- Participated in teleconference with Donna Milligan, VIMS, Charlotte Hennessy, Quality Assurance Manager, CARDNO, National Fish and Wildlife Foundation staff regarding changes to the QAPP report. Donna will follow-up and provide the needed information. MPPDC is waiting on this to be finalized so as to receive the final reimbursement on this project which ended in August.

### **Project 32140 – Virginia Coastal TA FY18**

### **Project 32141 – Working Waterfront Zoning and Coastal Living Policy Development**

### **Project 32142 – ANPDC Ecotourism**

### **Project 32143 – WIP III**

## 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 15 years +)

**Congressman Robert Wittman's Fisheries Advisory Committee and Environmental Advisory Committee:** (MPPDC Staff 8 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 9 years+)

**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 10 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 12 years)

**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)

**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.

**Opportunities Identified to Implement Commission Priorities - \$13,154,283**

<b>Service Center</b>	<b>Project Title and Description</b>	<b>Funding Requested</b>	<b>Status</b>
Emergency Mgmt	VDEM – Middle Peninsula/Northern Neck Mass Casualty Functional Exercise	\$64,473	Funded
Emergency Mgmt	VDEM – Homeland Security Middle Peninsula/Northern Neck Regional Debris Mgmt Plan	\$43,000	Funded
Environmental	NAWCA Acquisitions	\$75,000	Funded
Housing	VHDA – Community Impact Grant	\$30,000	Funded
Transportation	DRPT – TDM Marketing Research and Design	\$20,000	Funded
Environmental	CZM – Coastal Technical Assistance – FY19	\$30,000	Funded
MPCBPAA	Virginia Outdoor Foundation – Captain Sinclair Easement/Improvements	\$180,000	Approved
Environmental	CZM ANPDC Ecotourism II	\$38,263	Funded
Environmental	CZM NNPDC WWF	\$5,000	Funded
Environmental	CZM Dredging	\$50,000	Funded
Environmental	CZM Rural Enhancement Authority	\$10,000	Funded
Emergency Mgmt	Re-Entry and Access Authorization Plans	\$44,050	Funded
Emergency Mgmt	Regional Emergency Planner Position	\$49,500	Funded
Environmental	Virginia CWF Funding – Living Shoreline Capitalization	\$250,000	Approved
Emergency Mgmt	VDH RSAF – Middle Peninsula RMS Recruitment/Retention Plan	\$17,500	Not funded
Emergency Mgmt	Gloucester County – COOP Plan	\$10,000	Funded
Environ/Emergency	VDEM – Pre-Disaster Mitigation - Gloucester County Capt Sinclair Residential Property Mitigation	\$103,098	Submitted
Environ/Emergency	VDEM – Flood Mitigation - Gloucester County Capt Sinclair Property Mitigation	\$103,098	Submitted
Environ/Emergency	VDEM – Pre-Disaster Mitigation – Gloucester County – Nature Based Resiliency Solutions	\$132,001	Submitted
Environ/Emergency	VDEM – Flood Mitigation - Gloucester County – Nature Based Resiliency Solutions	\$132,001	Submitted
Environ/Emergency	VDEM – Pre-Disaster Mitigation – MP Reducing Flooding Impact of Repetitive Loss Structures	\$269,914	Submitted
Environ/Emergency	VDEM – Flood Mitigation - MP Reducing Flooding Impact of Repetitive Loss Structures	\$269,914	Not Funded
Environmental	NFWF – Resiliency Planning and Design for Hog Island Restoration	\$132,012	Not funded
Environmental	NFWF – Improving Coastal Resiliency Through Nature Based Solutions	\$269,914	Funded
MPCBPAA	CBT – Hog Island Assessment and Development of Living Shoreline Strategies	\$50,000	Not Funded
Environmental	CBT – Social Marketing to Improve Shoreline Management	\$75,000	Submitted
Local	VPA Dredging Proposals – Mathews -2 proposals	\$261,523	Amended
Local	VPA Dredging Proposals – Gloucester -2 proposals	\$232,856	Amended
Transportation	DRPT – FY20 Operating	\$67,846	Submitted
Transportation	DRPT – Technical Assistance – Telecommuting as a Solution to Reduce Outcommuting	\$30,000	Not Funded
Transportation	VDOT – RTP FY20	\$58,000	Submitted
Environmental	DEQ – Septic Pump Out Assistance	\$40,437	Submitted
Environmental	CZM - Coastal Technical Assistance – FY20	\$34,500	Submitted
Environmental	CZM – Ecotourism III	\$25,000	Submitted
Environmental	CZM – Extraction Fee Study	\$15,000	Submitted
Environmental	DCR – Flood Prevention	\$28,173	Submitted
Environmental	DEQ – WIP III Part 2	\$21,500	Funded
Emergency Mgmt	VDEM Update to MP All Hazard Mitigation Plan	\$93,750	Pre-application

## ACRONYMS

ACH	Automated Clearing House	MPRSC	Middle Peninsula Regional Security Center
AFG	Assistance to Firefighters Grants	NHD	Natural Heritage Data
AFID	Agricultural and Forestry Industries Development	NIMS	National Incident Management System
AHMP	All Hazards Mitigation Plan	NFWF	National Fish and Wildlife Foundation
BCC	Building Collaborative Communities Project	NOAA	National Oceanic and Atmospheric Administration
BOS	Board of Supervisors	NPS	National Park Services
CBPA	Chesapeake Bay Preservation Area	OCVA	Oyster Company of Virginia
CBSF	Chesapeake Bay Stewardship Fund	OLGA	On-line Grant Administration
CDBG	Community Development Block Grant	PAA	Public Access Authority
CEDS	Comprehensive Economic Development Strategy	RBEG	Rural Business Enterprise Grant
CIP	Capital Improvement Plan	RBOG	Rural Business Opportunity Grant
COI	Conflict of Interest	RFP	Request for Proposal
CRS	Credit Rating System	RFQ	Request for Qualifications
CVE	Countering Violent Extremism	RLF	Revolving Loan Fund
CZMP	Coastal Zone Management Program	RTP	Rural Transportation Planning
DEQ	Department of Environmental Quality	SERCAP	Southeast Rural Community Assistance Project
DGIF	Department of Game and Inland Fisheries	SHSG	State Homeland Security Grant
DHR	Department of Historic Resources	SWCD	Soil and Water Conservation District
DHCD	Department of Housing and Community Development	SWM	Storm Water Management
DMME	Department of Mines Minerals and Energy	SWRP	State Water Resource Plan
DOC	Department of Corrections	THIRA	Threat & Hazard Identification & Risk Assessment
DOE	Department of Energy	TIF	Tax Increment Financing
DRPT	Department of Rail and Public Transportation	TMDL	Total Maximum Daily Loads
EDA	Economic Development Administration	USDA	U.S. Department of Agriculture
EDO	Economic Development Organization	USFWS	U.S. Fish and Wildlife Service
EECBG	Energy Efficiency and Conservation Block Grant	VAPA	Virginia Planning Association
EOC	Emergency Operation Center	VAPDC	Virginia Association of Planning District Commissions
EPA	Environmental Protection Agency	VASG	Virginia Sea Grant
FEMA	Federal Emergency Management Agency	VAZO	Virginia Association of Zoning Officials
Fracking	Hydraulic Fracturing	VCP	Virginia Coastal Program
GIS	Geographic Information System	VCZMP	Virginia Coastal Zone Management Program
HAM	Amateur Radio	VCWRLF	Virginia Clean Water Revolving Loan Fund
HRPDC	Hampton Roads Planning District Commission	VDEM	Virginia Department of Emergency Management
LGA	Local Government Administrators	VDH	Virginia Department of Health
LPT	Local Planning Team	VDOT	Virginia Department of Transportation
LSIP	Living Shoreline Incentive Program	VDMME	Virginia Department of Mines, Minerals, and Energy
MOU	Memorandum of Understanding	VEE	Virginia Environmental Endowment
MPA	Middle Peninsula Alliance	Vertical Assets	"Towers or other structures that hold cell, broadband and other equipment"
MPBA	Middle Peninsula Broadband Authority	VHB	Vanasse Hangen Brustlin
MPCBPAA	Middle Peninsula Chesapeake Bay Public Access Authority	VIMS	Virginia Institute of Marine Science
MPEDRO	Middle Peninsula Economic Development and Resource Organization	VMRC	Virginia Marine Resource Commission

VOAD	Volunteer Organization Active in Disasters
VOP	Virginia Outdoors Plan
VRA	Virginia Resources Authority
VSMP	Virginia Stormwater Management Program
VTA	Virginia Transit Association
VWP	Virginia Water Protection
VWWR	Virginia Water Withdrawal Reporting
WIP	Watershed Implementation Plan
WQIF	Water Quality Improvement Fund

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**RESOLUTION OF THE MIDDLE PENINSULA PLANNING DISTRICT COMMISSION**  
**Requesting assistance from the 2019 Virginia Dam Safety, Flood Prevention and Protection**  
**Assistance Fund developed by the Department of Conservation and Recreation (DCR) in**  
**cooperation with the Virginia Resource Authority**

**WHEREAS**, the Dam Safety, Flood Prevention and Protection Assistance Fund helps dam owners and Virginia localities enhance public safety and reduce the risk of dam failures and property damage from flooding;

**WHEREAS**, grants are available to help local governments improve methods for flood prevention and protection studies to prevent loss of life and reduce property damage caused by flooding;

**WHEREAS**, Per §10.1-603.16 of the *Code of Virginia*, flood prevention or protection studies means hydraulic and hydrologic studies of floodplains with historic and predicted floods, the assessment of flood risk and the development of strategies to prevent or mitigate damage from flooding.

**WHEREAS**, the Middle Peninsula Planning District Commission (MPPDC) is an eligible applicant to request funding;

**WHEREAS**, the Middle Peninsula localities are significantly vulnerable to recurrent flooding from both rain and tidal events, including storm surge;

**WHEREAS**, is MPPDC is proposing to develop and implement a comprehensive flood mitigation program targeting both structures and land in harm's way and to create a ***Fight the Flood*** program to educate property owners on the Middle Peninsula on the benefits of and need for flood insurance (including how to reduce premiums); how to protect waterfront land from storm surge and repetitive flooding using, building and financing nature-based flood mitigation solutions designed for FEMA's 10 year storm event at a minimum.

**NOW, THEREFORE BE IT FURTHER RESOLVED** that the Middle Peninsula Planning District Commission requests funding assistance from the 2019 Virginia Dam Safety, Flood Prevention and Protection Assistance Fund developed by the Department of Conservation and Recreation (DCR) in cooperation with the Virginia Resource Authority.

This the \_\_\_\_\_ day of \_\_\_\_\_, 2019

ATTEST

\_\_\_\_\_  
**(Clerk or Secretary)**

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