



**MEMORANDUM**

**TO: MPPDC Board of Commissioners**  
**FROM: Lewis Lawrence, Executive Director**  
**DATE: April 21, 2022**  
**RE: April Commission Meeting**

**COMMISSIONERS**

Essex County  
*Hon. Edwin E. Smith, Jr.*  
*Hon. John C. Magruder*  
*Ms. Sarah Pope*

Town of Tappahannock  
*Hon. Fleet Dillard*

Gloucester County  
*Hon. Ashley C. Chriscoe*  
*(Vice-Chairman)*  
*Hon. Kenneth W. Gibson*  
*Dr. William G. Reay*  
*Ms. Carol Steele*

King and Queen County  
*Hon. Sherrin C. Alsop*  
*Hon. R. F. Bailey*  
*Mr. Thomas J. Swartzwelder*  
*(Chairman)*

King William County  
*Hon. Ed Moren, Jr.*  
*Hon. Travis J. Moskalski*  
*(Treasurer)*  
*Mr. Otto O. Williams*  
*Mr. Percy C. Ashcraft*

Town of West Point  
*Hon. James Pruett*  
*Mr. John Edwards*

Mathews County  
*Hon. David Jones*  
*Hon. Melissa Mason*  
*Mr. Harry Meeks*

Middlesex County  
*Hon. Wayne H. Jessie, Sr.*  
*Hon. Reggie Williams, Sr.*  
*Mr. Gordon E. White*

Town of Urbanna  
*Hon. Marjorie Austin*

Secretary/Director  
*Mr. Lewis L. Lawrence*

The Middle Peninsula Planning District Commission will host its monthly meeting on Wednesday, April 27, 2022 at 7:00 p.m. in the Regional Board Room at the Middle Peninsula Planning District Commission office in Saluda.

Masking is not a requirement of the CDC or the Governor. If any Commissioner desires a mask for the meeting, staff will provide such.

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 27<sup>th</sup>**!

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

**7:00 P.M.**

**Wednesday, April 27, 2022**

**125 Bowden Street**

**Saluda VA 23149**

- I. Welcome and Introductions
- II. Approval of March Minutes
- III. Approval of Financial Report for March
- 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**

- IX. Coastal Resilience Master Plan
- X. Update on Bay Act Guidance Related to Flooding
- XI. Other Business
  - o 2022 Wood Foundation Health Rankings
- XII. Adjournment

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**MIDDLE PENINSULA PLANNING DISTRICT COMMISSION**  
**March 23, 2022**

**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 23, 2022 at 7:00 p.m. In the absence of the MPPDC Chairman and Vice-Chairman, Treasurer Moskalski welcomed everyone in attendance.

**Commissioners Present**

Essex County: Sarah Pope

Gloucester County: Dr. Willy Reay

King William County: Ed Moren, Travis Moskalski, Percy Ashcraft

Mathews County: David Jones, Harry Meeks

Middlesex County: Gordon White, Wayne Jessie, Reggie Williams

Town of Urbanna: Marjorie Austin

Town of West Point: John Edwards

Town of Tappahannock: Fleet Dillard

**Commissioners Absent**

Essex County: Bud Smith, John Magruder – *Due to BOS meeting*

Gloucester County: Ashley Chriscoe, Ken Gibson, Carol Steele – *Due to BOS meeting*

King and Queen County: Sherrin Alsop, R.F. Bailey, Tom Swartzwelder

Town of West Point: James Pruett

**Also in Attendance**

Lewis Lawrence, MPPDC Executive Director

Curt Smith, MPPDC Deputy Director

Heather Modispaw, Chief Financial Officer

Dawn Mantell, MPPDC Executive Assistant

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. Mr. Edwards moved that the February Minutes be approved. Ms. Austin seconded the motion; motion carried.

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

MPPDC Chief Financial Officer, Heather Modispaw reported the receivables are stable from the previous month. On the day of the Commission meeting, two checks totaling \$82,000 were received from reimbursement requests from the second quarter (Q2). Therefore, more Q2 reimbursement requests should be received, causing accounts receivable to decrease further. Treasurer Moskalski asked whether there were any questions regarding the MPPDC financial report for February before being approved subject to audit. There being no questions, Treasurer Moskalski requested a motion to approve the financial report for February subject to audit. Mr. Jessie moved to approve the financial report for February subject to audit. Ms. Austin 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 occurring since the February meeting. 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:

- Asked Shawn Crumlish of VRA for clarification about the \$75,000 loan forgiveness related to loan C-515655G-02. Homeowners required \$33,228 of loan forgiveness. Shawn stated that \$41,772 of loan forgiveness not used by homeowners would benefit the PDC by helping absorb non-payments or continue as equity available to lend.

*Mr. Lawrence stated VRA allowing retention of the \$41,772 in unused loan forgiveness to be used for default or low-income applicants would be difficult but can be obtained.*

- Consulted with the VASG RISE rural challenge grant review team to begin the process of evaluating seven finalists competing for \$100,000-\$200,000 each. The prize money is to be used to address ongoing recurrent flooding problems.

*Mr. Lawrence reported this project is currently in the interview phase. 3 out of the 7 interviews have been conducted and the solutions being offered represent major advancements in innovative and affordable technologies and solutions for rural citizens and businesses.*

- Convened a meeting between University of Richmond professors with expertise in Tribal governance and King William and King & Queen County staff to discuss the interrelationship between a sovereign government and local government.

*Mr. Lawrence stated this topic is extremely complicated. Trying to develop an interrelationship between two different forms of government and regulations means having to factor in and think through every difference. Some areas may be problematic. Discussions will be ongoing.*

- Coordinated with VCZMP staff regarding a possible VCZMP grant to improve and restore the observation deck at the New Point Comfort Natural Area Preserve in Mathews.

*Mr. Lawrence reported this project will begin to move forward thanks to funding from the Rotary and the support of a private donor.*

- Consulted with Chris Davis, local marine contractor and owner of Ready Reef regarding five citizens in need of installing a living shoreline within qualified disaster areas under the hurricane Florence funding opportunity. Received information regarding five Fight the Flood applicants and developed a letter of introduction for each of the applicants.

*Mr. Lawrence reported these microgrants, exclusive to property owners located within the qualified disaster areas under the Hurricane Florence funding*

*opportunity, is an unusual funding source. All 5 applicants in these qualified areas will receive \$20,000 each to install living shorelines to improve water quality and coastal resilience.*

- Developed and submitted two proposals to the VA Port Authority Water Maintenance Fund for 1) dredging Aberdeen Creek in Gloucester and 2) technical assistance related to launch of municipal dredging program for the Middle Peninsula.

*Mr. Lawrence reported staff has doubled down on municipal dredge and is pursuing staffing and dredging funds.*

- Emailed Shawn Crumlish at VRA asking if we could close out loan #C-51555-02 with no intention of disbursing the remaining available \$32,707 so that we can then activate loan #C-515662G which has principal forgiveness. We have a very low-income elderly homeowner who is in desperate need of septic repair and would like to grant her loan forgiveness. VRA has granted this action.

*Mr. Lawrence reported MPPDC staff needed to close out a loan without forgiveness, #C-51555-02, in order to access loan forgiveness funds. That meant forgoing \$32,707 to access \$3M and being able to assist a low-income homeowner in desperate need of septic repair.*

- **Project 32168 – Septic Pumpout Program**

This project will provide grant funding to 32 LMI Middle Peninsula homeowners to assist them in complying with the Chesapeake Bay Act requirement to have their septic tanks pumped out or inspected every 5 years.

*Mr. Lawrence drew attention to the 7 pages of this project's activity in just the last month. To date, 70 applications have been provided and all 32 vouchers have been issued to qualified Middle Peninsula homeowners.*

- Reviewed the USDOT RAISE notice of funding opportunity. MPPDC staff met with the Town of Tappahannock and Essex County to begin developing context for a proposal focused on a multimodal plan. In part, the plan will include a transportation risk assessment that will be used to evaluate public sites offering or to offer non-motorized opportunities and ways to safely connect selected public sites throughout the Town and County.

*Mr. Lawrence reported this proposal has been submitted. MPPDC staff has already received a \$2M award from the USDOT's RAISE program to conduct a level of service analysis for every publicly owned working waterfront and design shovel-ready infrastructure improvements and designs for new facilities in the Middle Peninsula.*

## **V. MPCBPAA Update**

MPCBPAA Secretary, Lewie Lawrence reported he is continuing to have ongoing conversations with Gloucester County regarding ADA requirements for the proposed public fishing pier located at Captain Sinclairs. Mr. Lawrence stated he will keep the Commission updated as this project progresses.

**VI. MPA Update**

None.

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

None.

**VIII. Public Comment**

None.

**IX. VRA Loan Approval – Resolution**

MPPDC Executive Director, Lewie Lawrence drew the Commission’s attention to pgs. 41-57 in their packet illustrating how the Resolution and Financing Agreement between the Virginia Resources Authority (VRA) and the MPPDC has evolved from draft to final. The VRA advised the Commission that the State Water Control Board authorized a total funding package of up to \$3,000,000 in loan proceeds from the Virginia Water Facilities Revolving Fund to finance living shoreline projects and repairs to onsite wastewater treatment and disposal system issues, to protect or improve water quality and prevent the pollution of state waters. The loan shall mature no later than December 31, 2043 and bears no interest. Treasurer Moskalski requested a motion to approve the Resolution as presented and to authorize the MPPDC Chair and/or Executive Director to sign all necessary documents. A motion to approve the Resolution as presented and to authorize the MPPDC Chair and/or Executive Director to sign all necessary documents was made by Mr. Fleet; seconded by Ms. Austin; and carried by the following roll call: Bud Smith – Absent; John Magruder – Absent; Sarah Pope – Aye; Ashley Chriscoe – Absent; Dr. Willy Reay – Aye; Ken Gibson – Absent; Carol Steele – Absent; Sherrin Alsop – Absent; R.F. Bailey – Absent; Tom Swartzwelder – Absent; Ed Moren – Aye; Travis Moskalski – Aye; Otto Williams – Absent; Percy Ashcraft – Aye; Melissa Mason – Absent; David Jones – Aye; Harry Meeks – Aye; Gordon White – Aye; Wayne Jessie Sr. – Aye; Reggie Williams – Aye; Fleet Dillard – Aye; Marjorie Austin – Aye; James Pruett – Absent; John Edwards – Aye. Nays – None. Abstentions – None. Certification was made that an Authorizing Resolution was adopted by a majority of the Board of Commissioners on March 23, 2022, at an open meeting in which a quorum was present and voting. \*A copy of this certification is attached to these Minutes.

**X. VDOT RTP – Resolution**

Curt Smith, Deputy Director presented a draft resolution pertaining to the annual VDOT RTP Technical Assistance Grant. The MPPDC has received this grant on an annually recurring basis for many years and a resolution from the Commission is a required element for each year’s application. This resolution directs Executive Director, Lewie Lawrence to submit the application on behalf of the MPPDC. The Scope of Work will be similar as in prior years, including maintaining the transportation plan while placing a new emphasis on updating the Long-Range Transportation Plan and beginning to utilize the new project screening tool currently under development. Treasurer Moskalski requested a motion to accept the resolution as presented. Ms.



Austin moved that the resolution be accepted to allow the Executive Director to apply for this grant on behalf of the MPPDC. Mr. Jones seconded the motion; motion carried.

## **XI. Transportation Screening Tool Presentation**

MPPDC Deputy Director, Curt Smith reported the Long-Range Transportation Plan consists of an extensive list of needs for improvements and there is great need to institutionalize a systematic process focused on advancing solutions for the identified needs. Mr. Smith stated that the time to begin focusing more on implementation and advancing projects is exceptionally opportune considering the forthcoming influx of federal infrastructure funding and other resources. Mr. Smith reported he has worked closely with a team of consultants to develop of a project screening and identification process which can be institutionalized into the MPPDC Long-Range Transportation Plan. Mr. Smith introduced Anna Batista, High Street Consultants who provided an onscreen demonstration of how this transportation screening tool can be utilized in aligning need with grant resources and funding types. Mr. Smith noted that by inputting the data source required by the grant funder, staff can utilize this tool to better align local projects with available funding resources. It was noted that the Commission would be presented in the coming months with an update to the Long-Range Transportation Plan which will include the new screening process. It was further explained how this process was recently applied to the identification and prioritization of Smart Scale Round 5 applications. A handout summarizing the Smart Scale Round 5 applications was provided and the forthcoming pre-application deadline of April 1<sup>st</sup> was noted.

## **XII. General Assembly Update**

In the absence of MPPDC lobbyist, Robert Crockett of Advantus Strategies, Executive Director, Lewie Lawrence highlighted items of interest from Mr. Crockett's final legislative report. The 2022 General Assembly adjourned Sine Die on March 12<sup>th</sup> but without a budget. It is unclear when the Governor will call the General Assembly back to Richmond to conclude its work. Governor Youngkin announced that Andrew Wheeler, former Environmental Protection Agency Administrator for President Donald Trump, will serve as a senior advisor to the Governor's Administration. The General Assembly approved legislation that would allow smaller localities (populations under 40,000) to opt out of the Marcus Alert law, meant to improve the response to mental and behavioral health crises. The Assembly approved innovative land use legislation. *Mr. Lawrence added that 3 of the MPPDC jurisdictions currently participate while 3 do not.* It is capitalized in HB30 and SB30 at \$1 million, however the initial work of the Department of Forestry will be to determine its use and impact, and to develop guidelines for using the Fund. *Mr. Lawrence added this Fund will allow local governments to close the gap and a workgroup will be created to address structural imbalances.* HB769 Department of Health; onsite sewage system pump-out oversight in certain localities has passed the House and Senate unanimously and is awaiting the Governor's signature. *Mr. Lawrence added VDH will be fully staffed and a workgroup created to determine how to completely relieve localities from this responsibility.* SB508 shifts the administration of the Virginia Community Preparedness Fund from the Department of Conservation and Recreation to the Soil and Water Conservation Board.

The bill also expands the membership of the Board from 9 to 11 members, with the General Assembly making the two additional appointments from flood-prone communities. Lastly, it requires the Virginia Resources Authority (VRA) to submit an annual report to the General Assembly and the Governor on the Fund and the administration of all grants and loans made from the Fund. Mr. Lawrence reported a meeting will be convened to discuss the Middle Peninsula's experience and assist with structuring moving forward.

### **XIII. Other Business**

Joe Schumacher, District Director for U.S. Representative, Rob Wittman, was in attendance and offered his availability to address any federal needs or concerns.

### **XIV. Adjournment**

Treasurer Moskalski requested a motion to adjourn. Mr. Jessie so moved, Ms. Pope seconded; 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)

## Project Financial Report

Middle Peninsula Planning District Commission  
 Period Ending: 03/31/2022

Run Date: 04/19/2022  
 Run Time: 2:21:58 pm  
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### Expenditures

Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30013	Housing Loan Admin - EE&CBG I	250.00	30.16	147.65	102.35	59.06%	178.08	30.43
30122	PDC Staff Support for Admin of	0.00	769.84	3,636.03	(3,636.03)	0.00%	1,269.65	(2,366.38)
30170	Sm Bus Loan Admin - MPBDP St	23,867.21	58.80	23,683.14	184.07	99.23%	27,664.71	3,981.57
30184	Tappahannock Comp Plan	25,279.00	449.14	21,053.17	4,225.83	83.28%	11,139.50	(9,913.67)
30186	DHCD Elevated Septic Pilot (\$10	120,000.00	(34.29)	3,919.65	116,080.35	3.27%	120,000.00	116,080.35
30187	VHDA Housing Development	971,290.00	30,175.10	57,814.23	913,475.77	5.95%	29,711.98	(28,102.25)
30218	DRPT CAP Operating FY22	82,402.00	2,979.60	60,748.57	21,653.43	73.72%	46,611.77	(14,136.80)
30319	FY22 Rural Transportation Planr	72,500.00	5,473.87	55,201.81	17,298.19	76.14%	39,026.50	(16,175.31)
30420	Onsite Loan Management	167,058.11	137.52	166,107.81	950.30	99.43%	195,202.69	29,094.88
31002	GA Lobby	25,000.00	5,000.00	25,000.00	0.00	100.00%	25,000.00	0.00
31212	Mid Pen AHMP Update	142,863.00	3,860.40	133,636.72	9,226.28	93.54%	138,109.30	4,472.58
31500	Living Shoreline Incentive Progr	31,950.96	25.31	25,178.16	6,772.80	78.80%	43,824.55	18,646.39
32015	PDC Staff Support for Admin of	8,000.00	597.09	4,608.01	3,391.99	57.60%	4,575.04	(32.97)
32019	PAA - VMRC Public Fishing Pier/	10,000.00	45.46	10,025.54	(25.54)	100.26%	5,992.73	(4,032.81)
32021	PAA GOVA Sea Grant Resilience	87,500.00	1,268.52	33,912.19	53,587.81	38.76%	25,180.75	(8,731.44)
32022	PDC Staff Support for Admin of	4,200.00	147.24	3,375.49	824.51	80.37%	4,200.00	824.51
32023	VLCF Tapp Hoskins Creek	2,500.00	74.88	184.83	2,315.17	7.39%	0.00	(184.83)
32151	NFWF Ware River LS & SL Mgmt	199,914.09	0.00	201,444.68	(1,530.59)	100.77%	115,324.38	(86,120.30)
32157	NFWF Mathews-\$70kMatchRLF,	219,409.80	241.93	16,028.79	203,381.01	7.31%	11,632.44	(4,396.35)
32158	DEQ CZM Coastal TA 21	129,000.00	0.00	130,433.50	(1,433.50)	101.11%	129,000.00	(1,433.50)
32159	DEQ Planner Yr2	72,500.00	0.00	72,500.00	0.00	100.00%	72,500.00	0.00
32160	DEQ CZM ANPDC EcoTourism 4	28,500.00	0.00	28,500.00	0.00	100.00%	28,500.00	0.00
32161	DEQ CZM Coastal TA FY22	129,000.00	14,275.89	53,031.10	75,968.90	41.11%	23,899.77	(29,131.33)
32162	DEQ Planner WIP Yr3	36,250.00	8,149.60	17,362.91	18,887.09	47.90%	2,776.89	(14,586.02)
32163	DEQ 319(h) BMP Res Septic \$53	125,700.00	969.78	11,328.85	114,371.15	9.01%	7,997.82	(3,331.03)
32164	DEQ Next Gen SL Yr1 (\$50k VPA	50,000.00	689.19	3,758.28	46,241.72	7.52%	0.00	(3,758.28)
32165	DEQ CZM ANPDC EcoTourism 5	27,200.00	1,511.07	7,876.55	19,323.45	28.96%	4,083.01	(3,793.54)
32166	DCR FTF Applications	11,227.80	(61.39)	10,891.26	336.54	97.00%	14,000.00	3,108.74
32167	DEQ Flo Disaster (\$30k VPA HITV	120,000.00	404.30	2,894.28	117,105.72	2.41%	1,468.56	(1,425.72)
32168	DEQ CBPA Support Septic Pump	15,000.00	4,337.37	11,650.57	3,349.43	77.67%	614.73	(11,035.84)
38022	FY22 Local Projects	229,120.00	38,901.60	138,706.11	90,413.89	60.54%	204,603.69	65,897.58
38805	PAA - VPA Dredging Bus Plan	59,524.00	(38.10)	58,794.66	729.34	98.77%	50,408.05	(8,386.61)
38806	VPA Cedarbush (Gloucester)	175,000.00	0.00	175,076.54	(76.54)	100.04%	175,000.00	(76.54)
38807	VPA Parrots Creek (Middlesex)	150,000.00	0.00	150,065.60	(65.60)	100.04%	150,000.00	(65.60)
38808	VPA Winter Harbor (Mathews)	150,000.00	0.00	150,052.90	(52.90)	100.04%	150,000.00	(52.90)
38809	Mathews HITW Dredging (VDOT	174,364.00	10,248.03	77,926.83	96,437.17	44.69%	51,947.98	(25,978.85)
<b>Totals:</b>		<b>3,876,369.97</b>	<b>130,687.91</b>	<b>1,946,556.41</b>	<b>1,929,813.56</b>	<b>50.22%</b>	<b>1,911,444.57</b>	<b>(35,111.84)</b>

## Balance Sheet by Category

Middle Peninsula Planning District Commission  
 Period Ending: 03/31/2022  
 Format: 1 Board

Run Date: 4/19/22  
 Run Time: 2:22:46 pm  
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**Assets:**

Cash in Bank	572,607.68
Cash in Bank, Restricted	425,187.29
Receivables	289,979.76
Property & Equipment	1,119.21
Prepaid Pension (Deferred Outflows)	51,732.29

<b>Assets:</b>	<b>\$1,340,626.23</b>
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**Liabilities:**

Accounts Payable	28,452.99
VRA Loan Payables	467,990.91
Accrued Leave	50,655.65
Deferred Revenue	5,641.02
Deferred Inflows (VRS)	4,039.00
Net Pension Liabilities	93,437.00
Cost Allocation Control	10,385.77

<b>Liabilities:</b>	<b>\$660,602.34</b>
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**Equity:**

Local Initiatives/Information Resources	199,174.12
Economic Development	2,630.57
Transportation Programs	(30,312.11)
Emergency Management Projects	4,472.58
Onsite Repair & Pumpout	29,498.76
Housing	30.43
Coastal Community & Environmental	(163,430.67)
Public Access Auth Programs	(20,544.15)
Temporarily Restricted	177,307.09
General Fund Balance	481,197.27

<b>Equity:</b>	<b>\$680,023.89</b>
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<b>Total Liabilities and Equity</b>	<b>\$1,340,626.23</b>
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<b>Balance:</b>	<b>\$0.00</b>
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## Agencywide R&E by Category

Middle Peninsula Planning District Commission  
 Period Ending: 03/31/2022  
 Format: 1 Agencywide R&E

Run Date: 04/19/2022  
 Run Time: 2:26:42 pm  
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Without Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Over	% Bud
<b>Revenues</b>					
Local Match	119,141.00	29,763.56	87,128.43	32,012.57	73.13%
Local Annual Dues	135,099.00	0.00	135,099.00	0.00	100.00%
Local Other Revenues	228,758.06	0.00	93,337.48	135,420.58	40.80%
Local Other Organizations	68,000.00	9,295.46	43,585.40	24,414.60	64.10%
State Revenues	1,255,963.00	19,238.00	345,515.11	910,447.89	27.51%
Federal Revenues	675,215.00	94,225.29	268,118.63	407,096.37	39.71%
Miscellaneous Income	3,000.00	264.62	15,755.51	(12,755.51)	525.18%
RevolvingLoan Program Income	9,500.00	804.40	55,879.31	(46,379.31)	588.20%
<b>Revenues</b>	<b>2,494,676.06</b>	<b>153,591.33</b>	<b>1,044,418.87</b>	<b>1,450,257.19</b>	<b>41.87 %</b>
<b>Expenses</b>					
Personnel	456,138.36	36,280.89	349,417.57	106,720.79	76.60%
Equipment & Supplies	1,200.00	0.00	133.20	1,066.80	11.10%
Travel	3,500.00	0.00	0.00	3,500.00	0.00%
Professional Development	8,200.00	0.00	1,564.00	6,636.00	19.07%
Contractual	1,350,100.41	47,666.52	506,218.08	843,882.33	37.49%
Miscellaneous	500.00	150.00	191.48	308.52	38.30%
Regional Share	119,141.00	29,763.56	87,128.43	32,012.57	73.13%
	0.00	16,826.94	133,458.69	(133,458.69)	0.00%
<b>Expenses</b>	<b>1,938,779.77</b>	<b>130,687.91</b>	<b>1,078,111.45</b>	<b>860,668.32</b>	<b>55.61 %</b>
<b>Agency Balance</b>	<b>555,896.29</b>	<b>22,903.42</b>	<b>(33,692.58)</b>		

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**Middle Peninsula Planning District Commission**  
**Executive Director's Report of Regional Progress**  
**April 20, 2022**

**Note:** On May 23, 2018, the Commission voted to direct staff to email all future documents including the Commission meeting packets 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: [Community Profiles \(virginiaworks.com\)](http://virginiaworks.com)
- For MPPDC Website: <http://www.mppdc.com/>

**MPPDC Staff and Contact Information**

**Executive Director: Lewis Lawrence**

Contact Info: [llawrence@mppdc.com](mailto:llawrence@mppdc.com) (804) 758-2311x24 (804) 832-6747 (cell)

Programs: *Coastal Zone Technical Assistance, Local Initiatives, Public Access Authority*

**Deputy Director: Curt Smith**

Contact Info: [csmith@mppdc.com](mailto:csmith@mppdc.com) (804) 758-2311x28 (804) 384-7509 (cell)

Programs: *Rural Transportation Planning, Dredging Coordination, General Environmental and Community Development Management*

**Chief Financial Officer: Heather Modispaw**

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

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

**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*

**Executive Assistant: Dawn Mantell**

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

Programs: *Septic Pumpout Assistance, PDC Staff Support, MPA Staff Support, PAA Staff Support, Facilities Scheduling, Website Management*

## INFORMATION RESOURCES/ASSISTANCE

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

## COASTAL COMMUNITY DEVELOPMENT/ ENVIRONMENTAL

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

### **Project 30186 – Elevated Septic Pilot FY22**

*Construction of a vertically elevated septic system will occur at the King & Queen Telehealth and Business Development Center as part of a three-year pilot program to analyze an engineered septic unit that houses and treats all sewage effluent in a vertically elevated, self-contained unit suitable for areas with high water tables and flooding in Coastal Virginia.*

- Conducted two interviews of the VASG RISE Resiliency septic companies to determine which company to proceed with for discussions to elevate a pilot system.
- Coordinated with DEQ to discuss the possibility of removing N and P from an elevated system and the benefits of doing such.

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

*The MPPDC Living Shoreline Incentive Program Revolving Loan Fund provides low interest loans to local homeowners to implement living shorelines. These funds will be used for erosion prevention and water quality control and to protect and enhance natural shoreline habitats using strategically placed plants, stone, sand fill and other structural and organic materials.*

- Received application from Gloucester County homeowner in anticipation of our \$3M loan activation from VRA. Homeowner asked that their application fee check be held until we are able to process the application for approval.
- Provided living shoreline loan customer with a statement showing amount of interest paid to MPPDC in 2021. The amount was below IRS requirements for 1098 completion; therefore, one was not submitted at the end of the calendar year.
- ***Remaining uncommitted funds - \$0***

### **Project 32019 – Sinclair’s Public Fishing Pier**

*The MPCBPAA has contracted the MPPDC to administer a grant from the VA Saltwater Recreational Fishing Development Fund to rehabilitate the public fishing pier at the Captain Sinclair’s Recreational Area, which had fallen into a state of disrepair. The project will consist of procuring a qualified contractor to rebuild a traditional wooden framed open pile 400-foot long public use fishing pier that will provide year-round opportunities for saltwater fishing and recreational viewing.*

- Consulted with Balzer Engineering regarding some donated assistance for Construction Plans as a requirement from Gloucester County as part of the building official review process.

### **Project 32021 – PAA GO Va Sea Grant Resilience Economy**

*Virginia Sea Grant was awarded a GO Virginia award to assist the Middle Peninsula and other coastal areas with developing a water management economy to combat flooding and sea-level rise. This project will utilize land owned by the MPCBPAA as field stations to encourage business innovation in the flood resiliency space.*

- Interviewed six finalists as part of the Business Competition. Prize award amounts currently being determined.

### **Project 32151 – NFWF Landowners Living Shorelines & Shoreline Management – Ware River Yr2**

*This is a two-part project that focused on continuing coastal resiliency and mitigation efforts, while simultaneously improving water quality, managing shoreline erosion and marsh loss. First, MPPDC staff will*



*work directly with FEMA National Flood Insurance repetitive loss property owners to offer grant and loan funds through the MPPDC Living Shorelines Incentives Revolving loan to install living shorelines. Second, MPPDC will contract with VIMS to create a grant template to be used by localities to receive funding through the Virginia Waterway Maintenance Fund.*

- Project is awaiting final work involving planting of plants. Initiation of project closeout will commence following planting.

#### **Project 32157 – NFWF Mathews – East River Yr2**

*This project will design, permit, construct and monitor living shoreline in targeted shorelines on the East River.*

- Project extension was approved.
- Received notification that the Mathew County Wetland’s Board issued a permit for the project.
- Coordinated quarterly invoice with VIMS including documentation of Scott Hardaway’s time spent on the project to be used as matching funds.

#### **Project 32159 – DEQ Chesapeake Bay WIP Technical Assistance (Yr2)**

*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.*

- Project closed out successfully as of 12/31/2021.

#### **Project 32161 – Virginia Coastal TA FY22**

*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.*

- Prepared grant proposals for five (5) projects in Gloucester, Mathews, and Middlesex County for submission under CFPF Round 3.
- Assisted the RAFT leadership with program guidance to streamline the approach and outcomes for participating local governments.
- Participated in March 24 meeting of the VA BEWG where the group continued to evaluate potential beneficial reuse alternative sites for the 1 million cubic yards of material to be dredged from the York Spit Channel in the middle of the Chesapeake Bay.
- Prepared and submitted revised budget to April Bahen of CZM shifting salary/fringe to contractual for Berkley Group’s work on this project.
- Consulted with various community leaders from Mathews County regarding funding assistance to rebuild the nature pier at New Point. Initiated coordination with Coastal Program staff on the need for federal funding.
- Consulted with Rachael Peabody, VMRC Director of Coastal Policy, Restoration and Resilience for Virginia Marine Resources Commission regarding how the Fight the Flood program works.
- Attended a Mathews Rotary Club meeting and presented on how the Fight the Flood Program works and how to input flood mitigation needs into the system. The meeting was attended by 15 citizens. Also spoke on other MPPDC programs and services available to MPPDC citizens, including septic repair.
- Consulted with Shawn Crumlish, Executive Director of the Virginia Resource Authority regarding loan closing steps for MPPDC \$3 Million dollar line of credit for living shoreline and septic repair.
- Coordinated with VRA staff and DEQ staff regarding DEQ need and offer to modernize MPPDC Advance Draw notes, Promissory Notes, and Easement documents related to funding of projects using VRA funds. DEQ Clean Water Program has offered to cover the legal cost to update the closing instruments.

- Consulted with Middlesex County planning staff and Virginia Coastal Policy Center staff regarding VDOT stormwater BMPs being proffered and being located inside VDOT right of way and who has perpetual maintenance responsibility.
- Consulted with HRSD staff regarding cost to run public sewer service and pump station to Gwynns Island from Hudgins, approximately 2 miles. \$4 million dollars is a working number.
- Consulted with US Census related to DOJ census data requirements. Provided answers to local planners.
- Convened the April meeting of the MPCBPAA. Agenda items included updates on PAA lands and donations, uses of PAA lands, public fishing pier and RISE Go VA business competition.
- Attended the Environment Virginia conference. Presented on Fight the Flood program.
- Updated project budget and end date in GMS.
- Attended the March 23 Rappahannock River Basin Commission meeting and the March 30 Rappahannock River Basin Commission Technical Committee meeting.
- Met with DCR Coastal Resilience Master Plan staff on March 23 regarding FY23 CZM work elements regarding long-term community-wide resilience strategy development.
- Provided letter of support to Randolph-Macon College regarding a proposal for NFWF Small Watershed Grant funding regarding beach habitat and shoreline management.
- Provided letter of support to the Chesapeake Bay Sentinel Cooperative for their proposal for NERRS Science Collaborative Grant for carbon sequestration model development for the Middle Peninsula.

**Project 32162 – DEQ Chesapeake Bay WIP Technical Assistance (Yr3)**

*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.*

- Prepared a grant application for the *Hog Island Habitat Restoration & Shore Protection Living Shoreline Project* for submission to the NFWF Small Watershed Grant Program.
- Prepared a grant application to support Fight-the-Flood grant administration for submission to the NFWF National Coastal Resilience Fund.
- Prepared a grant application for the Ware River Shoreline Protection Phase 2 for submission to the NFWF Small Watershed Grant Program.
- Coordinated with VMRC staff regarding a NFWF Coastal Resilience Fund proposal for construction of living shorelines for registered participants in Fight the Flood.
- Participated in the VDH SWAP Local Partners informational webinar on April 1 and developed a proposal for SWAP funds.
- Met with Middlesex County to discuss published draft CBPA Resilience Amendment Guidelines and participated in the Stakeholder Advisory Group meeting on April 20. Coordinated with DEQ staff regarding presentation to Local Government Planners meeting for April.

**Project 32164 – CZM 306 Next Generation Shoreline Plan (Pilot Project – Yr1)**

*VIMS Shoreline Studies Program will develop a whitepaper to examine the use of technology, modeling, alternative materials, proprietary products, and innovative nature-based mitigation measures in the planning process for “next generation shorelines” which are intended to provide an enhanced level of shoreline resilience and water quality in response to more frequent and severe flooding and accelerated sea-level rise. One design of a next generation shoreline for a publicly owned property in a high energy wave environment will be completed.*

*Year 2 will involve further development of the whitepaper and a next generation shoreline design for a moderate wave energy publicly owned site.*

- Finalized scope amendment with NOAA/VCZMP staff to change the high energy pilot site to the New Point Comfort Natural Area Preserve.
- Established and reviewed project schedule with VIMS staff during meeting on April 15.
- Finalized subcontract with Consociate Media for documentation of process.

#### **Project 32165 – DEQ CZM ANPDC Eco Tourism V**

*This project will build on the efforts completed between 2020-2021. During this project, PDC's will focus on implementing actions identified in the 36-month Marketing Strategy and Action Plan. PDC's will also focus on Public Access Site Resiliency for public access locations within the region, including assessments, implementation strategies, and signage.*

- Reported project progress updates to ANPDC to insert in the semi-annual progress report.
- Received notification that the Coastal Virginia Ecotourism Alliance - Virginia Water Trail was awarded the Gold Metal of the 2022 Governor's Environmental Excellence Awards were announced on March 29, at the Environment Virginia Symposium. The award recognizes significant contributions of environmental and conservation leaders in four categories: sustainability, environmental project, greening of government, and implementation of the Virginia Outdoors Plan.
- Assisted the Town of Urbanna with development of improvements and expansion of water trail for Urbanna Creek highlighting historical and maritime heritage.
- Published two new blog posts/content marketing on Virginia Water Trails website.

#### **Project 32166 – Fight the Flood Participant Grant Application Development**

*MPPDC staff work regularly to develop and oversee grant applications for property owners who have submitted flooding-related needs and projects to the Fight the Flood program.*

- Reorganized applications submitted in Round 1 and Round 2 and resubmitted them under Round 3.
- Submitted five new proposals for projects on public property for Round 3.

#### **Project 32167 – DEQ Florence Disaster**

*This project will offer grant funds as micro-grants to property owners in the Piankatank River, Gwynns Island, Milford Haven Implementation Plan area to install living shorelines and other eligible BMPs to improve water quality and coastal resilience. It is estimated that four micro-grants of \$20,000 each will be accomplished under this project.*

- Continued to consult with Chris Davis, local marine contractor and owner of Ready Reef regarding five citizens in need of installing a living shoreline within qualified disaster areas under the hurricane Florence funding opportunity. Received information regarding five Fight the Flood applicants and developed a letter of introduction for each of the applicants.
- Initiated outreach to 5 selected clients located within the approved areas.

#### **Project 320154 – 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* 17

operations of the Authority, as well as, by responding to daily requests for assistance from local government staff.

- Prepared vouchers, processed A/P, processed deposits, reconciled bank statements. Prepared monthly financial statements. Billed Gloucester Rowing Club for PAA pool electric bill.
- Received VACORP FY23 renewal proposal and prepared for signature.
- Coordinated with Stacey Piercy and Judy Milliron of LGIP to gain online access to MPCBPAA accounts.
- Discussed billing concerns with Dylan Sheets of Timmons and came to an agreement that charges were able to be rolled into the upgrade of FTF.
- Coordinated with Stacy Keating of Virginia Sea Grant for registration in William & Mary's new procurement system for MPCBPAA to be setup as a vendor. Completed required documents and received confirmation.
- Received revised VASG Resilience Economy contract from Valerie Woodard of VIMS. Updated match letter, prepared for signature, and returned to VIMS to be fully executed.
- Completed Virginia Tourism Marketing Leverage Grant Application for further marketing of Virginia's Coastal Wilds. Award received for \$10,000.

#### **Project 38809 – VPA Hole-in-the-Wall Dredging Implementation**

*Mathews County was awarded VA Port Authority Waterway Maintenance Funding to dredge the Hole in the Wall channel to –7 feet Mean Low Water and place the dredged sand at the county-owned Haven Beach property. MPPDC is administering the grant on behalf of the County with procurement and permitting assistance and project oversight.*

- Coordinated with US Army Corps staff regarding joint permit application. Corps and US Fish and Wildlife Service staff have requested additional information regarding potential impacts to Eastern Tiger Beetle habitat and coordination with VIMS Shoreline Studies program staff has begun regarding responses to those questions.
- Responded to US Coast Guard staff requests for project updates.
- Maintained procurement documents. Awaiting permit approval prior to putting the project out to bid.

## **TRANSPORTATION**

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

#### **Project 30218 – Commuter Assistance Program (CAP) Operating FY22**

*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.*

- OLGA and other DRPT websites are back online after several months of being down.
- Participated in monthly conference call with Kathy Molin of DRPT. Discussed the Tour de Chesapeake being held in Mathews County in May. Have reached out to the Event Director, Lynda Greve, asking that we partner and requested that our link for MidPenRideShare be added to their event website.
- Participated in Commute!VA Partners coordination meeting.
- Participated in ACT Telework Council meeting.
- Contacted Stephanie Heinatz of Consociate Media regarding our plan to promote Bike Month this May

and directed her to the marketing kit available on the Bike!VA website.

- Reminded Rudy Heinatz of Consociate Media that we have not received an invoice for March and requested that along with backup documentation required for our reimbursement from DRPT.
- Completed 2022 Commuter Survey of Middle Peninsula residents.
- *Current commuter database – 419*
- *Number of Commuters with logged alt mode trips in March – 5*
- *Number of logged alt trips in March – 157*
- *Reduced miles (VMT) in March – 2,930*
- *Commuter Savings in March – \$1,714*

### **Project 30319 – Rural Transportation Planning FY22**

*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.*

- Continued development of the project screening process for the MPPDC Rural Transportation Planning Program. Training of MPPDC staff and consultants occurred during March with demonstration of the screening tool and process taking place during the March MPPDC meeting. Assisted Gloucester County staff to evaluate and test developed tools using Gloucester County examples.
- Met with King and Queen County staff to discuss local bridge and culvert data. Currently developing inventory of VDOT data to compare to King and Queen County data. Will be scheduling a meeting with VDOT staff to discuss discrepancies between County data and VDOT data.
- Coordinated with VDOT and staff from Essex, Gloucester, King and Queen, King William, Mathews, and Middlesex Counties on the submission of preapplications for SmartScale Round 5; actively assisting Gloucester, King and Queen, King William, and Middlesex with the development of applications.
- Developed and submitted three Smart Scale Round 5 applications submitted by MPPDC.
- Held local planners' meeting on March 30 covering transportation, coastal resilience, and environmental matters including a recap of the 2022 General Assembly. Prepared meeting summary and distributed.
- Coordinated with MARAD staff regarding administration of the forthcoming RAISE award by developing NEPA process for incorporation into the final scope which will position projects for future RAISE funding for implementation.
- Developed three grant proposals for dredging projects in Mathews and Middlesex Counties for Round 3 of the DCR Community Flood Preparedness Fund.
- Develop and submitted proposal for RTP FY23 Grant with new emphasis on updating the Long-Range Transportation Plan utilizing the new project screening tool currently under development.
- Developed an application for the Town of Tappahannock and Essex County to the FY22 National Infrastructure Investment fund to conduct a multimodal assessment and development of a master plan to improve community connectivity and mobility.
- Coordinated with VDOT staff regarding presentation of the draft Six Year Improvement Plan for the April planners meeting.

## 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.*

- Received copy of Guardianship document for homeowner of loan #0123.
- Mathews County homeowner successfully received a second estimate by Farmer's. This estimate was equally inflated, and a third estimate was recommended. Homeowner opted to proceed with Farmer's. We were able to offer 60% loan forgiveness/grant funds and 40% loan funds. Currently waiting for Middlesex Title to complete documents and move toward loan closing.
- Received close out documentation from Shawn Crumlish of VRA for loan #C-51555-02.
- Confirmed with Matthew Link of DEQ that the line item "Septic Annual Membership" was allowable on Miller's invoice because it afforded the homeowner access to discounts greater than the cost of "membership". Matthew Link stated, "...the cost would be allowable so long as it is allowable under your own program guidelines, which from reading I see no prohibitions on costs incurred for the benefits the membership provides."
- Completed an audit of delinquent septic loans. Contacted Melissa Alcocer, Associate Attorney at Brock & Scott regarding loan #0097. Last notes in our files are that the property was up for foreclosure. The property went to public auction and sold 09/19/2019. There were insufficient funds from the foreclosure sale to fully satisfy the 06/23/2011 Deed of Trust; therefore, there were no surplus funds to pay down the chain of title. Without surplus funds, the Trustee is unable to pay anything toward our junior Deed of Trust.
- *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 15th 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 12th of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans as well as collections efforts.*
- ***Remaining uncommitted septic repair funding \$190,458 in loan funds – \$41,644 in grant funds.***

### **Project 32163 – DEQ 319(h) NPS IP for BMP Residential Septic 2021**

*Provides cost-share assistance to landowners, homeowners, and agricultural operators as an incentive to voluntarily install nonpoint source (NPS) best management practices (BMPs) in designated watersheds.*

- Continued to coordinate with DEQ to finalize scope and budget.
- Submitted quarterly progress reports.
- Prepared staff for implementation and program management responsibilities.
- Prepared press releases to generate interest in the funds.

## **Project 32168 – Septic Pumpout Program**

*This project will provide grants to 32 LMI Middle Peninsula homeowners to assist them in complying with the Chesapeake Bay Act requirement to have their septic tanks pumped out or inspected every 5 years.*

- Developed social media marketing materials for septic pumpout program.
- A press release was received by all media outlets in the Middle Peninsula by Consociate Media: <https://mailchi.mp/fb8eea9b6185/financial-assistance-available-on-middle-peninsula-to-pump-out-septic-tanks> There was a considerable increase in program interest shortly thereafter. Homeowners mentioned seeing the announcement in their local paper when requesting an application. There were 7 applications requested in February and 34 in March when the press release was circulated by Consociate Media.
- Submitted CBPA Local Program Implementation Support Quarterly Report to DEQ Project Manager, V'lent Lassiter.
- Uploaded NPS Pollution Tracking Data of completed septic pumpouts to the DEQ BMP Warehouse as part of reporting requirements. Confirmation of submission and acceptance was received.
- Continuing to receive phone calls and applications for septic pumpout assistance from interested Middle Peninsula homeowners.
- As of April 19, a total of 78 applications for septic pumpout assistance were provided to Middle Peninsula homeowners in person, by mail, and electronically. Staff received and reviewed 51 applications, 7 of those were incomplete, 3 were ineligible for income exceeding 80% MIL as set by the U.S. Dept. of Housing and Urban Development, 1 was ineligible as they were not listed as the homeowner on the tax bill, and 40 were complete and approved. Vouchers were issued on a first-come, first-served basis to 33 homeowners – 1 voucher expired, the remaining 7 approved homeowners were placed on the waiting list with 16 inquiries, and 32 septic systems have been pumped out.
- 82% of the homeowners that applied for septic pumpout assistance receive social security as their source of income.
- Average cost per pumpout was \$310.15
- **Total Pumpout Vouchers Issued and Completed by County**

Essex	04
Gloucester	14
King and Queen	02
King William	06
Mathews	04
Middlesex	02

## **ECONOMIC DEVELOPMENT**

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

## **Project 30122 – Staff Support to Middle Peninsula Alliance (MPA) FY22**

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

- Prepared vouchers, processed A/P, processed deposits, and reconciled bank statements. Prepared monthly financial statements.

## **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 15th 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 12th of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.
- **Funds available – \$145,108**

## 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 380221 – Local & Regional Technical Assistance**

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

- Developed an application for the Town of Tappahannock and Essex County to the FY22 National Infrastructure Investment fund to conduct a multimodal assessment and development of a master plan to improve community connectivity and mobility.
- Developed an application for US Economic Development Administration Technical Assistance funding which will provide staff funding for technical assistance pertaining to the update, maintenance, and implementation of the Middle Peninsula Comprehensive Economic Development Strategy.

### **Project 30184 – Tappahannock Comprehensive Plan & GIS Mapping**

*Technical assistance for reviewing and updating data in the Town Plan and digitizing with GIS and printing the Town Zoning and Land Use maps.*

- Coordinated final printing and shipping of final hard copies of maps to the Town.
- Began update of the Comprehensive Plan based upon the March 17 release of the full suite of U.S. Census 2016–2020 American Community Survey (ACS) 5-year data products.

## HOUSING

Funding –Housing Loan Program Income

### **Project 30187 – VHDA Affordable Workforce Housing Development**

*The three-year project will involve planning, designing, and constructing approximately ten affordable workforce housing units on property owned by the Middle Peninsula Public Access Authority. The project goals involve creating resilient and safe housing for citizens who need to live and work on or near the water. The designs will involve long-range planning for increased flooding and sea-level rise where the units can be readily moved once a site becomes unsafe for continued residential use.*

- Rehabilitation of the Margaret Lyle house located in the Guinea area of Gloucester County is complete. Staff will begin the development of a draft policy required to determine tenant eligibility as per the Virginia Housing program funding requirements. Staff continues to develop policy documents for consideration at an upcoming PAA meeting.
- Balzer Engineering has completed the geotechnical and engineering work at the Captain Sinclair's Recreational Area. A review of this work is scheduled. MPPDC staff continues discussions with Balzer engineering regarding individual lot assessment for housing production.
- Met with VHDA staff regarding progress and financial reporting requirements.



**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.

- Sent inquiry to VDEM staff regarding the use of the remaining funds for energy efficiency projects at the new King and Queen Business Innovation Center.
- **Funds available – \$45,318**

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

**Project 31212 – Middle Peninsula All-Hazards Mitigation Plan Update Yr2**

MPPDC staff will work with participating localities to update the 2016 All-Hazards Mitigation Plan. The plan will address mitigation of several natural hazards impacting the region.

- The Local Planning Team (LPT) will meet throughout the All-Hazards Mitigation Plan (AHMP) update. Below is a table that shows LPT meeting date and attendance.

Locality	Meeting 1 (012521)	Meeting 2 (020821)	Meeting 3 (022221)	Meeting 4 (032921)	Meeting 5 (042621)	Meeting 6 (062621)	Meeting 7 (072621)
Essex County	✓	✓	✓	✓	✓		✓
Mathews County	✓	✓	✓	✓		✓	✓
Middlesex County		✓	✓	✓		✓	✓
King William County	✓	✓	✓	✓	✓	✓	✓
King & Queen County	✓	✓		✓	✓	✓	✓
Gloucester County	✓	✓	✓	✓	✓	✓	✓
Town of West Point	✓	✓	✓	✓	✓	✓	✓
Town of Urbanna				✓			✓
Town of Tappahannock			✓	✓			
Missed meeting and no follow up		Missed meeting but followed up			Attended meetings ✓		

SECTION	TITLE	Section Feedback Due	Tribes		
			Rappahannock	Pamunkey	Upper Mattaponi
1	Intro	4/23.2021	✓	✓	✓
2	Planning Process	10/15/2021	✓	✓	✓
3	Community Profile	2/5/2021	✓	✓	✓
4	Hazard Identification	10/15/2021	✓	✓	✓
5	Risk Assessment Analysis (HAZUS)	10/15/2021	✓	✓	✓
6	Capability Assessment	10/15/2021	✓	✓	✓
7	Review of 2016 Strategies	10/1/2021	✓	✓	✓
8	Mitigation Goals, Objects and Strategies	10/1/2021	✓	✓	✓
9	Implementation Plan	10/1/2021	✓	✓	✓
10	Plan Adoption	10/1/2021	✓	✓	✓
11	Plan Maintenance	9/15/2021	✓	✓	✓

- Worked with Olson Group to gather needed information from Tribes that will support AHMP amendment. A meeting with Olson Group and the Tribes is scheduled for April 20<sup>th</sup> to review the information needs and the amendments that have been submitted to date and how we will move forward with plan amendments and adoption.
- Below is a table that depicts the plan’s sections, section feedback due date for Middle Peninsula localities, and the localities that are satisfied with the draft document as provided.

SECTION	TITLE	Section Feedback Due	Counties						Towns		
			Essex	Mathews	Middlesex	King William	King & Queen	Gloucester	West Point	Urbanna	Tappahannock
1	Intro	4/23.2021	✓	✓	✓	✓	✓	✓	✓	✓	✓
2	Planning Process	10/15/2021	✓	✓	✓	✓	✓	✓	✓	✓	✓
3	Community Profile	2/5/2021	✓	✓	✓	✓	✓	✓	✓	✓	✓
4	Hazard Identification	10/15/2021	✓	✓	✓	✓	✓	✓	✓	✓	✓
5	Risk Assessment Analysis (HAZUS)	10/15/2021	✓	✓	✓	✓	✓	✓	✓	✓	✓
6	Capability Assessment	10/15/2021	✓	✓	✓	✓	✓	✓	✓	✓	✓
7	Review of 2016 Strategies	10/1/2021	✓	✓	✓	✓	✓	✓	✓	✓	✓
8	Mitigation Goals, Objects and Strategies	10/1/2021	✓	✓	✓	✓	✓	✓	✓	✓	✓
9	Implementation Plan	10/1/2021	✓	✓	✓	✓	✓	✓	✓	✓	✓
10	Plan Adoption	10/1/2021	✓	✓	✓	✓	✓	✓	✓	✓	✓
11	Plan Maintenance	9/15/2021	✓	✓	✓	✓	✓	✓	✓	✓	✓

- Contacted FEMA about the consequences to localities for not adopting the AHMP.
- Submitted the signed AHMP adoption resolution from Essex County to FEMA. Once FEMA processes the resolution FEMA will send Essex County an official hazard mitigation approval letter.

## AGENCY ADMINISTRATION

Funding - Indirect cost reimbursements from all PDC projects

### MPPDC Administration

*Administrative services provided to MPPDC programs. Planned FY22 Indirect Cost rate = 27.92%.*

- Prepared vouchers, processed A/P, processed deposits, and reconciled bank statements. Prepared monthly payroll run. Prepared monthly financial statements.
- Prepared financial reports and/or reimbursement requests for all projects requiring them.
- Reminded staff to complete timesheets and update award/grant Master File.
- Updated quarterly staff allocations.
- Received VACORP FY23 renewal proposal and prepared for signature.
- Received approval of our Indirect Cost Allocation Plan from Lamar Revis at NOAA (our cognizant federal agency for FY21).
- Calculated, prepared, and posted quarterly match and depreciation for the agency.
- Submitted quarterly payroll reports to IRS, Virginia State and State Unemployment agencies.
- Reviewed various budgets for application submission.

- Responded to an email from Katie Morgan, Mid-Atlantic Regional Coordinator for NOAA's Marine Debris Program regarding our contact information. Updated to reflect all current contacts at the agency.
- Began preparing the agency's FY23 budget.
- Verified and updated incorrect employer contact information requested by VRS via email.
- CFO registered for the annual Government Finance Officers Association (GFOA) conference being held in Austin, TX this June, and registered for the annual Association for Commuter Transportation (ACT) International Conference being held in Chicago, IL this August.
- Provided Deputy Director with the VRS handbook for our Virginia Sickness and Disability Program.
- Completed Applicant Controls Questionnaire for Special Projects Planner in association with NFWF Captain Sinclair Planning application.
- Extended our Dell warranty 1 year for the agency server.

## **Closed Projects**

### **Project 30121 – Staff Support to Middle Peninsula Alliance (MPA) FY21**

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

### **Project 30217 – Transportation Demand Management (TDM) Operating FY21**

*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.*

### **Project 30318 – Rural Transportation Planning FY21**

*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.*

### **Project 32018 – GoVA Bay Direct**

*This project is a special COVID economic development project that will facilitate electronic commerce between those who want to purchase “local” seafood/agricultural products and those who can sell “local” seafood/agricultural products by customizing an established mobile and web application to address the unique economic pandemic challenges facing the Middle Peninsula.*

### **Project 32158 – Virginia Coastal TA FY21**

*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.*

### **Project 32159 – DEQ Chesapeake Bay WIP Technical Assistance (Yr2)**

*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.*

### **Project 32160 – ANPDC Eco Tourism IV Promoting Ecotourism to Support Conservation of Conserved Lands and Resilient Communities**

*This project will build on the efforts completed between 2017 – 2019. During this project PDC’s will focus on implementing actions identified in the 36-month Marketing Strategy and Action Plan. PDC’s will also organize a business resiliency training for local businesses. Finally, PDCs will create a tiered priority list for paddling launch sites that need signage enhancements and will begin the development of graphic design content for the selected launch sites.*

### **Project 38805 – VPA Local Government Dredging Implementation Business Plan Development**

*This project will study and determine the most cost effective and efficient alternative for local government dredging operations using existing and new channel survey information.*

### **Project 38806 – VPA Cedarbush Creek Dredging Design**

*This project will focus on the pre-planning activities to dredging Cedarbush Creek in Gloucester County. Pre-planning includes surveying the channel, conducting sediment sampling, and a benthic, marine and fishery assessment as well as gathering information for the permitting of the dredging project.*

### **Project 38807 – VPA Parrots Creek Dredging Design**

*This project will focus on the pre-planning activities to dredging Parrots Creek in Middlesex County. Pre-planning includes surveying the channel, conducting sediment sampling, and a benthic, marine and fishery assessment as well as gathering information for the permitting of the dredging project.*

### **Project 38808 – VPA Winter Harbor Dredging Design**

*This project will focus on the pre-planning activities to dredging Winter Harbor in Mathews County. Pre-planning includes surveying the channel, conducting sediment sampling, and a benthic, marine and fishery assessment as well as gathering information for the permitting of the dredging project.*

## 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 +)

**Virginia Coastal Resilience Technical Advisory Committee:** As appointed by the Governor in EO-71, a Technical Advisory Committee (TAC) with representatives of state agencies, coastal planning districts and regional commissions, and academic advisors, among others will facilitate the coordination and the development of the Virginia Coastal Resilience Master Plan. The Commonwealth's Chief Resilience Officer, Special Assistant to the Governor for Coastal Adaptation and Protection, and TAC will work with localities, regional entities, citizens, and stakeholder groups to identify critical infrastructure, at-risk communities, adaptation strategies, and specific resilience projects for inclusion in the Plan.

**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+)

**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)

**Virginia Shoreline Working Group:** The Virginia Coastal Zone Management Program launched the working group in 2022 to focus in on complex regulatory and legal matters pertaining to shoreline management and to help advance shoreline protection and habitat restoration projects that can compete for federal funding.

**Virginia Bay Enhancement Working Group (BEWG):** The Northam Administration and VMRC launched BEWG in 2020 as result of administration policy of no future overboard discharge of dredged material. The group is tasked with identifying beneficial reuse opportunities for the 1 Million cubic yards of material that is dredged every 3-5 years from the York Spit Navigation Channel which is the primary shipping channel for the Baltimore Harbor in the southern section of the middle of the Chesapeake Bay. MPPDC staff were requested to serve to evaluate alternatives from around the Bay and including the Middle Peninsula.

**Government Finance Officers Association (GFOA):** The Government Finance Officers Association (GFOA), founded in 1906, represents public finance officials throughout the United States and Canada. The association's more than 20,000 members are federal, state/provincial, and local finance officials deeply involved in planning, financing, and implementing thousands of governmental operations in each of their jurisdictions. GFOA's mission is to advance excellence in public finance. (MPPDC Staff 9 years)

**National Grants Management Association (NGMA):** NGMA provides national and international leadership, helping its members achieve success in the grants management community through the advocacy of best practices and the promotion of professional excellence. (MPPDC Staff 2 years)

**Opportunities Identified to Implement Commission Priorities**  
*Proposals Status*

<b>Service Center</b>	<b>Project Title and Description</b>	<b>Date</b>	<b>Funding</b>	<b>Status</b>
Community Development	EDA Economic Development Technical Assistance	Apr. 2022	\$140,000	Submitted
Environmental	NFWF Coastal Resilience – Fight the Flood Staffing Capacity (preapplication)	Apr. 2022	~\$1,000,000	Submitted
Environmental	NFWF SWG Captain Sinclairs Veterans Resilience Workforce Program Development	Apr. 2022	\$75,000	Submitted
Environmental	NFWF SWG Ware River Shoreline Protection Phase 2	Apr. 2022	\$500,000	Submitted
Environmental	NFWF SWG Hog Island Shoreline Protection	Apr. 2022	\$500,000	Submitted
Environmental	DCR CFPF Round 3 – Resubmittal of 35 Round 2 Proposals	Apr. 2022	Sum \$1,660,570	Submitted
Environmental	DCR CFPF Round 3 – Mathews Davis Creek Dredging	Apr. 2022	\$2,132,102	Submitted
Environmental	DCR CFPF Round 3 – Mathews East River Boat Yard Resilience Improvements	Apr. 2022	\$966,987	Submitted
Environmental	DCR CFPF Round 3 – Mathews Whites Creek Landing Resilience Improvements	Apr. 2022	\$213,740	Submitted
Environmental	DCR CFPF Round 3 – Middlesex Whiting Creek Resilience Improvements	Apr. 2022	\$174,312	Submitted
Environmental	DCR CFPF Round 3 – Gloucester Point Beach Park Improvements	Apr. 2022	\$1,276,332	Submitted
Transportation	VDOT Rural Transportation Program	Apr. 2022	\$72,500	Submitted
Transportation	USDOT RAISE Tappahannock/Essex Multimodal Master Plan	Apr. 2022	\$1,500,000	Submitted
Transportation	VPA Aberdeen Creek Dredging Implementation	Feb. 2022	\$1,500,000	Submitted
MPCBPAA	VPA Dredging Technical Assistance	Feb. 2022	\$357,500	Submitted
Environmental	VCZMP Coastal Technical Assistance FY23	Feb. 2022	\$129,000	Submitted
Environmental	VCZMP Next Generation Shoreline Yr. 2	Feb. 2022	\$100,000	Submitted
Community Development	VCZMP ANPDC Ecotourism Year 6	Feb. 2022	\$26,000	Submitted
Transportation	DRPT Commuter Assistance Program FY23	Feb. 2022	\$84,171	Awarded
Community Development	US EDA King & Queen Telework/Telehealth Center	Jun. 2021	\$2,000,000	Awarded
Environmental	VHDA Community Impact Grant – Captain Sinclairs Housing Assessments	Nov. 2021	\$50,000	Awarded
Environmental	DCR CFPF Round 2 – Fight the Flood Tools	Nov. 2021	\$35,250	Awarded
Environmental	DCR CFPF Round 2 - West Point Road Study (K&Q Co)	Nov. 2021	\$22,800	Awarded
Environmental	DCR CFPF Round 2 - Bowditch Shoreline Design (GC - resubmittal)	Nov. 2021	\$17,399	Not Awarded
Environmental	DCR CFPF Round 2 - Childress Shoreline Design (GC - resubmittal)	Nov. 2021	\$6,807	Not Awarded
Environmental	DCR CFPF Round 2 - Jones Shoreline Design (GC - resubmittal)	Nov. 2021	\$17,399	Not Awarded
Environmental	DCR CFPF Round 2 - Karny Harvey Shoreline Construction (GC - resubmittal)	Nov. 2021	\$204,718	Not Awarded
Environmental	DCR CFPF Round 2 - Lawrence Shoreline Design (GC - resubmittal)	Nov. 2021	\$9,836	Not Awarded
Environmental	DCR CFPF Round 2 - Parker Shoreline Construction (GC - resubmittal)	Nov. 2021	\$93,569	Not Awarded
Environmental	DCR CFPF Round 2 - Roddy Shoreline Design (GC - resubmittal)	Nov. 2021	\$17,399	Not Awarded
Environmental	DCR CFPF Round 2 - Tabb Shoreline Design (GC - resubmittal)	Nov. 2021	\$6,807	Not Awarded
Environmental	DCR CFPF Round 2 - Vida Shoreline Design (GC - resubmittal)	Nov. 2021	\$17,399	Not Awarded
Environmental	DCR CFPF Round 2 - Hodges Multiparcel Shoreline Construction (KQ- resubmittal)	Nov. 2021	\$156,264	Not Awarded
Environmental	DCR CFPF Round 2 - Carr Shoreline Design (MatCo - resubmittal)	Nov. 2021	\$17,399	Not Awarded
Environmental	DCR CFPF Round 2 - Gray Keeling Shoreline Design (MatCo - resubmittal)	Nov. 2021	\$17,399	Not Awarded
Environmental	DCR CFPF Round 2 - Long Green Plains Shoreline Design (MatCo - resubmittal)	Nov. 2021	\$24,923	Not Awarded
Environmental	DCR CFPF Round 2 - Robinson Shoreline Construction (MatCo - resubmittal)	Nov. 2021	\$65,281	Not Awarded
Environmental	DCR CFPF Round 2 - Wuckovich Shoreline Design (MatCo - resubmittal)	Nov. 2021	\$6,807	Not Awarded
Environmental	DCR CFPF Round 2 - Kimbrough Shoreline Design (MidCo - resubmittal)	Nov. 2021	\$17,399	Not Awarded
Environmental	DCR CFPF Round 2 - PAA Sinclairs Road Elevation and Berm construction (Glo Co)	Nov. 2021	\$180,993	Not Awarded
Environmental	DCR CFPF Round 2 - Altemus Shoreline Design (Glo Co)	Nov. 2021	\$17,399	Not Awarded
Environmental	DCR CFPF Round 2 - Abbassi Shoreline Design (Mat Co)	Nov. 2021	\$17,399	Not Awarded
Environmental	DCR CFPF Round 2 - Antioch Rosenwald School Construction (Mat Co)	Nov. 2021	\$141,438	Not Awarded
Environmental	DCR CFPF Round 2 - Blackburn Shoreline Design (Glo Co)	Nov. 2021	\$19,671	Not Awarded
Environmental	DCR CFPF Round 2 - Doyel Shoreline Design (Glo Co)	Nov. 2021	\$17,399	Not Awarded

Environmental	DCR CFPF Round 2 - Meeker Shoreline Design (Glo Co)	Nov. 2021	\$17,399	Not Awarded
Environmental	DCR CFPF Round 2 - Fletcher Shoreline Design (Mat Co)	Nov. 2021	\$17,399	Not Awarded
Environmental	DCR CFPF Round 2 - Morgan Shoreline Design (Glo Co)	Nov. 2021	\$17,399	Not Awarded
Environmental	DCR CFPF Round 2 - Morley Shoreline Design (Mat Co)	Nov. 2021	\$17,399	Not Awarded
Environmental	DCR CFPF Round 2 - Stanley Shoreline Design (Mat Co)	Nov. 2021	\$24,963	Not Awarded
Environmental	DCR CFPF Round 2 - Gallimore Shoreline Design (Mid Co)	Nov. 2021	\$17,399	Not Awarded
Environmental	DCR CFPF Round 2 - Lively Shoreline Design (Mid Co)	Nov. 2021	\$17,399	Not Awarded
Environmental	DCR CFPF Round 2 - Sandbach Shoreline Design (Mid Co)	Nov. 2021	\$24,963	Not Awarded
Environmental	DCR CFPF Round 2 - Stone Shoreline Design (Mid Co)	Nov. 2021	\$24,963	Not Awarded
Environmental	DCR CFPF Round 2 - Tappahannock Hoskins Creek Shoreline Design (Essex Co)	Nov. 2021	\$69,920	Awarded
Environmental	DCR CFPF Round 2 - Marron Shoreline Construction (Mid Co)	Nov. 2021	\$86,652	Not Awarded
Environmental	DCR CFPF Round 2 - Wuckovich Shoreline Construction (Mat Co)	Nov. 2021	\$125,715	Not Awarded
Environmental	DCR CFPF Round 2 - Rhodes Shoreline Design (Glo Co)	Nov. 2021	\$16,090	Not Awarded
Environmental	DCR CFPF Round 2 - Robens Shoreline Construction (Glo Co)	Nov. 2021	\$161,686	Not Awarded
Environmental	DCR CFPF Round 2 - Deltaville Dredging Design (Mid Co)	Nov. 2021	\$336,000	Awarded
Environmental	DCR Flood Fund Round 1 – Fight the Flood Tools & Staff Capacity	Sep. 2021	\$180,000	Awarded
Environmental	DCR Flood Fund Round 1 – Mathews Co. Shoreline Project Designs (4)	Sep. 2021	\$66,226	Not awarded
Environmental	DCR Flood Fund Round 1 – Middlesex Co. Shoreline Designs (2)	Sep. 2021	\$76,160	1 of 2 Awarded
Environmental	DCR Flood Fund Round 1 – Gloucester Co. Shoreline Designs (7)	Sep. 2021	\$92,565	Not awarded
Environmental	DCR Flood Fund Round 1 – Shoreline Construction – Brednin/Karny-Harvey	Sep. 2021	\$202,629	Not awarded
Environmental	DCR Flood Fund Round 1 – Shoreline Construction - Parker	Sep. 2021	\$91,564	Not awarded
Environmental	DCR Flood Fund Round 1 – Shoreline Construction - Hodges	Sep. 2021	\$154,210	Not awarded
Environmental	DCR Flood Fund Round 1 – Shoreline Construction - Robinson	Sep. 2021	\$63,279	Not awarded
Environmental	DCR Flood Fund Round 1 – Gloucester Co. Shoreline Designs (7)	Sep. 2021	\$92,565	Not awarded
Environmental	DEQ Chesapeake Bay WIP Technical Assistance	Sep. 2021	\$72,500	Awarded
MPCBPAA	VTC Virginia Coastal Wilds Marketing	June 2021	\$12,500	Not Awarded
Transportation	UDOT RAISE WWF Enhancement (Try 2)	July 2021	\$2,018,000	Awarded
Emergency	VDEM SHSP – Cybersecurity	April 2021	\$246,556	Not Awarded
Community	VCZMP ANPDC Ecotourism Year 5	Mar. 2021	\$13,600	Awarded
Environmental	FEMA BRIC Fight the Flood Project Scoping	Nov. 2020	\$100,000	Awarded

## ACRONYMS

ACH	Automated Clearing House	RBOG	Rural Business Opportunity Grant
AFID	Agricultural and Forestry Industries Development	RFP	Request for Proposal
AHMP	All Hazards Mitigation Plan	RFQ	Request for Qualifications
BCC	Building Collaborative Communities Project	RLF	Revolving Loan Fund
BOS	Board of Supervisors	RTP	Rural Transportation Planning
CBPA	Chesapeake Bay Preservation Area	SERCAP	Southeast Rural Community Assistance Project
CDBG	Community Development Block Grant	SHSG	State Homeland Security Grant
CEDS	Comprehensive Economic Development Strategy	SWCD	Soil and Water Conservation District
CIP	Capital Improvement Plan	SWM	Storm Water Management
COI	Conflict of Interest	SWRP	State Water Resource Plan
CZMP	Coastal Zone Management Program	THIRA	Threat & Hazard Identification & Risk Assessment
DEQ	Department of Environmental Quality	TMDL	Total Maximum Daily Loads
DCR	Department of Conservation & Recreation	USACE	U.S. Army Corps of Engineers
DGIF	Department of Game and Inland Fisheries	USDA	U.S. Department of Agriculture
DHR	Department of Historic Resources	USFWS	U.S. Fish and Wildlife Service
DHCD	Department of Housing and Community	VACORP	Virginia Association of Counties Risk Pool
DMME	Department of Mines Minerals and Energy	VAPA	Virginia Planning Association
DOE	Department of Energy	VAPDC	Virginia Association of Planning District Commissions
DRPT	Department of Rail and Public Transportation	VASG	Virginia Sea Grant
EDA	Economic Development Administration	VAZO	Virginia Association of Zoning Officials
EDO	Economic Development Organization	VCP	Virginia Coastal Program
EECBG	Energy Efficiency and Conservation Block Grant	VCRMP	Virginia Coastal Resilience Master Plan
EOC	Emergency Operation Center	VCWRLF	Virginia Clean Water Revolving Loan Fund
EPA	Environmental Protection Agency	VCZMP	Virginia Coastal Zone Management Program
FEMA	Federal Emergency Management Agency	VDEM	Virginia Department of Emergency Management
Fracking	Hydraulic Fracturing	VDH	Virginia Department of Health
GIS	Geographic Information System	VDOT	Virginia Department of Transportation
HRPDC	Hampton Roads Planning District Commission	VEE	Virginia Environmental Endowment
LGA	Local Government Administrators	Vertical	“Towers or other structures that hold cell, broadband and other equipment”
LPT	Local Planning Team	VIMS	Virginia Institute of Marine Science
LSIP	Living Shoreline Incentive Program	VLCF	Virginia Land Conservation Fund
MOU	Memorandum of Understanding	VMRC	Virginia Marine Resource Commission
MPA	Middle Peninsula Alliance	VOAD	Volunteer Organization Active in Disasters
MPBA	Middle Peninsula Broadband Authority	VOP	Virginia Outdoors Plan
MPCBPAA	Middle Peninsula Chesapeake Bay Public Access	VRA	Virginia Resources Authority
MPEDRO	Middle Peninsula Economic Development and Resource Organization	VSMP	Virginia Stormwater Management Program
NIMS	National Incident Management System	VTA	Virginia Tourism Association
NFWF	National Fish and Wildlife Foundation	VTC	Virginia Tourism Corporation
NOAA	National Oceanic and Atmospheric Administration	VWP	Virginia Water Protection
NPS	National Park Services	VWWR	Virginia Water Withdrawal Reporting
OCVA	Oyster Company of Virginia	WIP	Watershed Implementation Plan
OLGA	Online Grant Administration	WQIF	Water Quality Improvement Fund
PAA	Public Access Authority		
RBEG	Rural Business Enterprise Grant		



regulations, and guidelines. In particular, given the proximity and jurisdictional interplay between the CBPA and wetlands programs, it is likely that both programs and their respective provisions must be considered. This is particularly true regarding adaptation measures.

Within the Bay Act program requirements, a locality should not use or allow approval of a measure, activity, or land disturbance in contravention of the Virginia Marine Resources Commission (VMRC) requirements or guidelines. In considering both of the CBPA and wetlands programs, the Department understands that pursuant to VMRC program requirements, guidelines, or technical advice, a shoreline protection strategy may be required or encouraged to be placed landward of tidal wetlands or marshes and in the RPA buffer. In such a case, the Department recognizes that a locality may, consistent with such advice or requirement, approve placement of such a strategy in the RPA buffer and that deference in such matter is appropriate. Conversely, where a shoreline protection strategy would not be allowed under VMRC requirements or guidelines or other applicable wetlands requirements, it should not be allowed or not allowed under applicable wetlands requirements or decisions, it should not be allowed independently under the Bay Act program.

For example, if consistent with the VMRC Tidal Wetlands Guidelines and best available technical advice, a locality determines that a hardened shoreline structure is allowed, such a structure should be placed as landward as possible, beyond the RPA features but likely within the RPA buffer. Within this context, placement of that structure within the RPA buffer would be consistent with the Bay Act and Regulations. In such a case, the locality should still apply all Bay Act requirements including a Water Quality Impact Assessment, minimization of land disturbance and impervious surfaces, preservation of existing vegetation, and mitigation of the area of land disturbance with vegetation according to the *Riparian Buffer Manual* (<https://townhall.virginia.gov/L/ViewGDoc.cfm?gdid=5415>).

If the Tidal Wetlands Guidelines require installation of a living shoreline at a site, the locality should not circumvent such decision by allowing a hardened structure in the RPA to be separately approved under the Bay Act program. Overall, the requirements of both programs should work in harmony with a recognition of deference to VMRC requirements and Tidal Wetlands Guidelines where applicable and appropriate.

If an approved shoreline protection strategy incorporates activities that will impact the RPA buffer, the locality should assess the plan for impacts of those activities on buffer function including vegetation cover, vegetation migration and water flow (including frequency, extent, direction, and duration of any water rise or tide). Projects that qualify for either the VMRC Living Shoreline Group 1 General Permit for Certain Living Shoreline Treatments Involving Tidal Wetlands ([Living Shoreline Group 1](#)) or Living Shoreline Group 2 General Permit for Certain Living Shoreline Treatments Involving Submerged Lands, Tidal Wetlands, or Coastal Primary Sand Dunes and Beaches ([Living Shoreline Group 2](#)) (pursuant to [4 VAC 20-1300-10 et seq.](#)), are

installation of a non-nature based BMP in a completely developed IDA or where a nature-based solution is not feasible, consider an exception to the adaptation measure requirements. As the adaptation measure allowance requirements overlap and intersect with existing performance criteria and restrictions, such as shoreline erosion control projects under 9VAC25-830-140(5)(a) and flood control/stormwater management under 9VAC25-830-140(1)(e), the formal exception process pursuant to 9VAC25-830-155(C)(1) must be followed for any proposed exception to the adaptation measure requirements.

Where a determination has been made pursuant to VMRC's Tidal Wetlands Guidelines and governing process that a hardened shoreline project should be allowed, then a formal exception for that project in the RPA is not required, as it complies with both the requirements of 9VAC25-830-140 and 9VAC25-830-155.

## **F. Implementation**

The Regulations at 9VAC25-830-155 do not require any additional reports or stand-alone reporting from local programs or alter the Department's processes for periodic local program consistency reviews and enforcement. However, additional information on program implementation may be requested in the Annual Reports submitted by localities as required by 9VAC25-830-260. In addition to other documentation requirements, local programs must track and maintain documentation of actions taken pursuant to 9VAC25-830-155 for the Department's examination during a program compliance review. Such documentation includes all Resiliency Assessments, any resulting required alterations of proposed developments, and other decisions concerning adaptation measures.

Pursuant to 9VAC25-830-190(C), localities must adopt ordinance provisions to implement these requirements. In doing so, the ordinances should ensure incorporation of all requirements and be at least as stringent as the Regulations' required criteria. Every locality must also develop policies and procedures for implementation of adopted ordinance provisions, and accompanying program elements or documents that implement the requirement for Resiliency Assessments, such as applications and checklists, and restrictions on granting an exception without an assessment.

Regarding adaptation measures, a locality has flexibility to be more stringent in its incorporation of those provisions and may wish to do so, as recognized in the Regulations, where allowance of an adaptation measure would interfere with floodplain management requirements or the locality's participation in the National Flood Insurance Program's Community Rating System. Localities are encouraged to work with the Department of Conservation and Recreation and Federal Emergency Management Agency to ensure that any such ordinance provisions are consistent with applicable floodplain management requirements.

As noted above, localities must adopt ordinance provisions that require submission of the Resiliency Assessment as part of the plan of development review process or during application