




MEMORANDUM

TO: MPPDC Board of Commissioners

FROM: Lewis Lawrence, Executive Director 

DATE: January 27, 2021

RE: January Commission Meeting via Zoom

COMMISSIONERS

Essex County
Hon. Edwin E. Smith, Jr.
Hon. John C. Magruder
Vacant
Mr. Michael A. Lombardo

Town of Tappahannock
Hon. Roy M. Gladding

Gloucester County
Hon. Ashley C. Chriscoe
(Vice-Chairman)
Hon. Michael R. Winebarger
Dr. William G. Reay
Mr. J. Brent Fedors

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 Williams

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

Mathews County
Hon. Michael C. Rowe
Hon. Melissa Mason
Mr. Thornton Hill

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

Town of Urbanna
Vacant

Secretary/Director
Mr. Lewis L. Lawrence

In light of the 2020 COVID-19 virus and current guidance regarding physical distancing to reduce the potential for spread, meetings of the Middle Peninsula Planning District Commission have transitioned to a virtual format. Regional Public Bodies were granted authority to conduct meetings electronically, pursuant to the provisions of Virginia Code § 2.2-3708.2 and related legislation approved by the General Assembly of Virginia during the period of the Governor's State of Emergency Declaration for COVID-19. While we do not know the exact duration of the current practice of electronic meetings, we will continue to function in this manner until such time as it is deemed advisable to return to in-person meetings.

Staff provided notice of this meeting and the means by which we are virtually gathered to members of the public on January 22, 2021 through electronic Facebook posting as well as on the MPPDC website, email distribution of notice to members, alternates, and known interested parties, including the media. This meeting will be recorded. Audio and visual recordings of the meeting and materials will be posted on the MPPDC website within 48 hours of this meeting. Any member of the public participating as an observer during the meeting may submit comments or questions at any time during the meeting via email at CSmith@MPPDC.COM or by using the online chat functions of the meeting platform. Those individuals who are observing by phone may be called upon to share questions or comments. This meeting agenda includes public comment. All comments and questions submitted during the meeting will be reviewed following the meeting and to the extent practical, responses will be provided or posted on the MPPDC website.

We ask that everyone identify themselves first when speaking so we can more accurately record the activities of the meeting. All lines have been muted by the meeting administrator to minimize additional noise and feedback. You may unmute your line at any time to request acknowledgement from the Chair. Staff will be monitoring the chat functions throughout the meeting to assure we do not overlook anyone wishing to participate, as appropriate, in the discussion. I will now ask our Secretary to certify we have followed the approved procedures for appropriate notice of this meeting and the means by which we are convening.

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Please join the meeting from your computer, tablet or smartphone:

<https://us02web.zoom.us/j/6998109642>

Meeting ID: 699 810 9642

To Join by Phone: 1-301-715-8592

Meeting ID: 699 810 9642

Middle Peninsula Planning District Commission Meeting

7:00 P.M.

Wednesday, January 27, 2021

125 Bowden Street

Saluda VA 23149

- I. Roll Call of Attendees and Certification of a Quorum
- II. Approval of December Minutes
- III. Approval of Financial Reports for December
- IV. Executive Director's Report on Staff Activities for the month of January
- V. MPCBPAA Update
- VI. MPA Update
- VII. MPPDC Public Relations/Communications Update
- VIII. Public Comment

AGENDA ITEMS FOR DISCUSSION

- IX. Adoption of CY21 MPPDC Meeting Schedule
- X. Amended MPPDC Budget
- XI. Approval of Cost Allocation Plan
- XII. SolSmart Presentation/Discussion
- XIII. Vaccine Discussion
- XIV. General Assembly Update

STAFF UPDATE

- XV. CDBG Regional Priorities
- XVI. Commissioner Priorities
- XVII. EDD Designation
- XVIII. OIPI Transportation Project Process
- XIX. Dredging VPA Update: Recommendation of Hole in the Wall
- XX. CBPA Regulatory Amendments Update
- XXI. Other Business
- XXII. Adjournment

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MIDDLE PENINSULA PLANNING DISTRICT COMMISSION
December 16, 2020

In light of the 2020 Covid-19 virus and current guidance regarding physical distancing to reduce the potential for spread, meetings of the Middle Peninsula Planning District Commission have transitioned to a virtual format. Regional Public Bodies were granted the authority to conduct meetings electronically, pursuant to the provisions of Virginia Code § 2.2-3708.2 and related legislation approved by the General Assembly of Virginia during the period of the Governor's State of Emergency Declaration for COVID-19. While we do not know the exact duration of the current practice of electronic meetings, we will continue to function in this manner until such time as it is deemed advisable to return to in-person meetings.

I. Roll Call and Certification of a Quorum

The monthly meeting of the Middle Peninsula Planning District Commission was held virtually on Wednesday, December 16, 2020, at 7:00 p.m. MPPDC Chairman Swartzwelder welcomed everyone in attendance and requested roll call. A quorum was certified as roll call determined Essex, Gloucester, King and Queen, King William, Mathews, Middlesex Counties and the Town of West Point were represented.

Commissioners Present

Essex County: John Magruder
King William County: Travis Moskalski, Ed Moren
King and Queen County: Tom Swartzwelder, Sherrin Alsop
Gloucester County: Ashley Chriscoe, J. Brent Fedors
Mathews County: Tim Hill
Middlesex County: Wayne Jessie, Sr., Reggie Williams
Town of West Point: James Pruett

Commissioners Absent

Essex County: Michael Lombardo, Edwin "Bud" Smith, Jr.
King William County: Otto Williams
King and Queen County: R.F. Bailey
Gloucester County: Dr. Willy Reay, Michael Winebarger
Mathews County: Melissa Mason, Mike Rowe
Middlesex County: Gordon White, Matt Walker
Town of Urbanna: Diane Gravatt, Holly Gailey
Town of Tappahannock: Monte "Roy" Gladding

Also in Attendance

Lewis Lawrence, MPPDC Executive Director
Curt Smith, MPPDC Deputy Director
Heather Modispaw, MPPDC Chief Financial Officer
Dawn Mantell, MPPDC Executive Assistant
Guests

II. Approval of November Minutes

Chairman Swartzwelder asked whether there were any corrections or changes to the November Minutes. There being no corrections to the Minutes, Chairman Swartzwelder requested a motion to approve the November Minutes. Mr. Chriscoe moved that the November Minutes be approved. Ms. Alsop seconded the motion; motion carried.

III. Approval of Financial Reports for October and November

MPPDC CFO, Heather Modispaw noted she is continuing to work with Beth Johnson, former MPPDC Finance Director, Auditors and the State to collect money due to the PDC. Chairman Swartzwelder requested a motion to approve the financial reports for October and November subject to audit. Mr. Hill moved to approve the financial reports for October and November subject to audit. Mr. Chriscoe seconded the motion; motion carried.

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

Chairman Swartzwelder requested MPPDC Executive Director, Lewie Lawrence review the Executive Director's Report on Staff Activities for the month of December. 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:

- Closed loan for Deltaville Boatyard and Marina. Submitted reimbursement requests to DEQ for draws made against the loan. Mr. Lawrence stated this has the potential to pose problems with cashflow.
- Consulted with C&F bank regarding a line of credit to assist with the funding of living shoreline construction projects that exceed the cashflow of the Commission. Mr. Lawrence stated this could be an option for when cash flow is exceeded.
- Received notice of a Gubernational appointment to the **Virginia Coastal Resilience Technical Advisory Committee** (TAC) which includes representatives from the eight coastal Planning District Commissions, academic and technical experts, and state and federal agencies. The TAC will hold its first public meeting on Monday, December 14, 2020. Mr. Lawrence stated \$40M will be available for flooding and sea level rise and the Middle Peninsula is already ahead in the requirements to apply for this funding.
- Consulted with Chris Davis of Ready Reef concerning TenCate GeoTube, a marine Structure used for the storage of dredge material for resiliency and dredging project need. TenCrate is interested in the Middle Peninsula market to assist with dredge material storage. Mr. Lawrence stated this will not require digging and will compact material in tubes to save space.
- Consulted with Matt Campbell, CEO for Natrx, a company than enables builders, architects, and ecologists to incorporate nature directly into infrastructure. Natrx will advance and launch its Mobile Manufacturing Units, an innovative digital production technology to efficiently produce nature-based, custom shoreline protection structures to reduce flooding and overall project

costs while enhancing ecological outcomes. Mr. Lawrence stated this technology prints 3D oyster reefs and will be incorporated into the East River project in Mathews County.

- Table that shows each locality and the action planned to be taken regarding the appointment of locality representative to the AHMP planning team. Mr. Lawrence referred to the table in the Commission packet reflecting the status of each localities appointments and return of signed service agreements. Staff will begin to work with the appointed representatives once all MP localities have finalized and reported their appointments.

V. MCBPAA Update

Melinda Conner, PAA Chairman reported a proposal to rebuild the fishing pier at Captain Sinclairs Recreation Area has been submitted. The PAA approved two land donations of 100 acres and approximately 8 acres in Gloucester County and are working to close by the end of the year. The next meeting date is TBD.

VI. MPA Update

Ashley Chriscoe, MPA Vice-Chairman reported the MPA is still working on closing out grants and hopes to meet in the very near future.

VII. MPPDC Public Relations/Communications Update

Stephanie Heinatz, Consociate Media reported the Bay Direct seafood app is currently in the testing phase and she is hoping to provide a full presentation at the next Commission meeting. There is continued improvement on the Fight the Flood website which will be ongoing into the next year.

VIII. Public Comment

None.

IX. Dominion Energy – Solar Presentation

Ms. Anita Powell and Mr. Todd Flowers of Dominion Power were present to discuss renewable energy. A PowerPoint presentation was provided and topics reviewed were: Summary of the Virginia Clean Economy Act (VCEA); Summary of Clean Energy-1 Filing (“CE-1”); Changes to Tax Provisions for Solar Projects; Siting Agreements for Solar Projects; Benefits to Localities; Siting Considerations; and General Timeline for Solar Utility-Scale Project Development. Mr. Flowers was asked why localities are beginning to see applications for standalone battery storage? Mr. Flowers explained the reason is twofold. The first part is by statute. Dominion Energy is required to invest in energy storage as part of the VCA. Legislators see investing in energy storage as important to customers while Dominion Energy sees it as important in maintaining reliability of the grid system and energy storage. As more and more of these solar facilities are built across the Commonwealth, there could be peak times during the day where the sun is shining bright so much so that it’s generating more energy than what the load would require. Energy storage will allow that excess energy

to be collected from these solar facilities and deployed at times such as in the evening or early morning when the sun isn't really shining. It allows for the shift of peak generation from times of the day when the energy is not used, to times when there's a peak load. These facilities also provide other services that ensures this system continues to operate reliably. In closing, Mr. Flowers offered an extended invitation to anyone interested in taking a tour and seeing a project up close. Commissioners expressed interest in obtaining a copy of the PowerPoint presentation. Mr. Lawrence responded by stating a copy of this presentation as well as a link to an excerpted portion of the Commission meeting video recording will be provided to all. This solar presentation may be viewed here: <https://f.io/s1kWMVdd>

X. Go Virginia: Launching a Coastal Resilience and Adaptation Economy - \$6,633,574 Grant

Mr. Lawrence, Executive Director drew the Commissions attention to the last two pages in their packet and announced the grant to launch the Coastal Resilience and Adaptation Economy initiative was approved last week. Approximately, five years ago, the MPPDC was the first PDC in the Commonwealth to encourage GoVA to recognize the resiliency issue as an economic development generator for jobs and revenue in the Middle Peninsula. It was during that time Troy Hartley, VIMS was tasked with researching ways to commercialize their marine research to encourage companies to locate to the Middle Peninsula to take advantage of this opportunity. Over the years, we stayed the course and witnessed the Region 6 GoVA Board come to realize there is a lot of opportunity in this area. Troy Hartley was able to transform this project into one of the first joint Region 5 and 6 proposals by leveraging the work of Hampton Roads through the RISE program and combining it with the Virginia Sea Grant program. Both of those require something no one else but the Public Access Authority has, which is access to public waterfront land to test resiliency innovation. After five years of collaborating and hard work, we were able to obtain a \$6.6 million grant to build this industry cluster within the Middle Peninsula. Mr. Lawrence acknowledged Del. Keith Hodges and stated that without his legislative work, we would not be in the position to accomplish what has been accomplished so far. Chairman, Tom Swartzwelder also thanked and gave Mr. Lawrence and Ms. Conner credit for their work on this proposal as well.

XI. Draft MPPDC Legislation Under Consideration

Mr. Lawrence, Executive Director stated he has been working with Robert Crockett, Advantus Strategies and Del. Keith Hodges over the last month to decide what will be the ideas to move legislation forward. Due to the pandemic and the limits on the number of bills each delegate will be permitted to submit, there are only two legislative ideas being presented to Del. Hodges for consideration. The first being to amend the statute to authorize the creation of a sub-loan fund for stormwater BMP's. The second relates to providing an additional liability shield for the Public Access Authority when resiliency companies co-locate on public access land.

XII. Back to Business Update

Stephanie Heinatz, Consociate Media stated the Back to Business application period has closed. There were 181 applications submitted across all the localities. The requests for reimbursements totaled \$1.8M. Gloucester County received \$229,000 in requests for assistance with Rent or Mortgage. The total the MPPDC recommended for approval was \$1.6M. It was noted that this does not reflect the total amount the individual localities approved for reimbursement and is only what the MPPDC reviewers recommended be approved according to program guidelines. Mr. Lawrence, Executive Director stated business owners have expressed how extremely grateful they are for this program and Stephanie has received testimonials from numerous business owners. This program has done more to assist the small businesses in the Middle Peninsula than anything else we could have considered.

XIII. Other Business

Ashley Chriscoe, Gloucester County Board of Supervisors expressed the counties support and appreciation for the work of the MPPDC staff and Commission and looks forward to the continued successes and collaborations in the coming year. Mr. Fedors, Gloucester County Administrator agreed with Mr. Chriscoe and shared that Gloucester County has approved \$825,000 in reimbursement requests from the Back to Business program with 6 applications still outstanding. Mr. Lawrence suggested placing something in the local media expressing the Commission’s appreciation for local businesses and are honored to have been given the opportunity to partner in supporting them during this difficult time.

XIV. Adjournment

Chairman Swartzwelder requested a motion to adjourn. Mr. Chriscoe so moved, Mr. Hill 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:

(Secretary)

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Project Financial Report

Middle Peninsula Planning District Commission
 Period Ending: 12/31/2020

Run Date: 01/20/2021
 Run Time: 3:24:39 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	318.88	(1.37)	45.10	273.78	14.14%	151.75	106.65
30118	FY20 MPA Staff Support	0.00	0.00	(0.17)	0.17	0.00%	(0.17)	0.00
30119	Essex Planning Grant-Broadban	3,411.18	(77.62)	3,207.71	203.47	94.04%	3,000.00	(207.71)
30121	FY21 MPA Staff Support	9,000.00	(97.81)	3,255.81	5,744.19	36.18%	0.00	(3,255.81)
30170	Sm Bus Loan Admin - MPBDP St	22,865.81	(6.79)	22,635.41	230.40	98.99%	26,771.19	4,135.78
30180	Covid Three Rivers PSA	2,350.64	0.00	2,350.64	0.00	100.00%	2,350.64	0.00
30182	Covid CARES Act LOCAL PROJEC	310,400.00	152,270.47	280,969.45	29,430.55	90.52%	272,000.00	(8,969.45)
30216	FY20 TDM Operating	84,807.00	665.88	83,309.61	1,497.39	98.23%	71,051.57	(12,258.04)
30217	FY21 TDM Operating (Only 2 Qt	24,253.00	7,027.99	22,140.94	2,112.06	91.29%	1,700.56	(20,440.38)
30318	FY21 Rural Transportation Planr	72,500.00	7,451.55	25,160.06	47,339.94	34.70%	297.03	(24,863.03)
30420	Onsite Loan Management	164,912.75	10.40	161,758.71	3,154.04	98.09%	188,952.41	27,193.70
30450	Septic Pumpout	36,804.00	561.90	11,408.78	25,395.22	31.00%	9,318.75	(2,090.03)
31002	GA Lobby	25,850.00	5,000.00	5,000.00	20,850.00	19.34%	32,930.00	27,930.00
31212	Mid Pen AHMP Update	142,863.00	4,870.66	39,633.24	103,229.76	27.74%	972.00	(38,661.24)
31500	Living Shoreline Incentive Progr	23,683.58	(228.79)	22,823.82	859.76	96.37%	36,641.39	13,817.57
32015	PAA Staff Support	12,200.00	740.54	4,135.10	8,064.90	33.89%	6,633.03	2,497.93
32018	PAA - Go VA Bay Direct	17,364.00	(318.76)	10,949.57	6,414.43	63.06%	5,393.76	(5,555.81)
32151	NFWF Ware River Landowners L	199,914.09	7,144.18	42,799.68	157,114.41	21.41%	31,738.80	(11,060.88)
32153	Coastal TA FY20	69,000.00	(534.02)	68,554.30	445.70	99.35%	69,000.00	445.70
32154	ANPDC EcoTourism 3	58,333.00	(409.91)	58,428.98	(95.98)	100.16%	52,550.66	(5,878.32)
32155	DEQ Planner #16889	65,000.00	3,320.52	64,605.74	394.26	99.39%	52,302.40	(12,303.34)
32156	PAA - DEQ Hogg Island- Subs: VI	3,585.00	1,131.30	3,406.27	178.73	95.01%	0.00	(3,406.27)
32157	NFWF Mathews-\$70k Revolving	128,442.00	(95.03)	4,813.50	123,628.50	3.75%	0.00	(4,813.50)
32158	DEQ CZM Coastal TA 21	129,000.00	1,208.40	22,576.96	106,423.04	17.50%	0.00	(22,576.96)
32160	DEQ CZM ANPDC EcoTourism 4	27,500.00	3,290.00	5,098.66	22,401.34	18.54%	0.00	(5,098.66)
38021	FY21 Local Projects	213,670.00	(229.04)	34,115.76	179,554.24	15.97%	173,797.65	139,681.89
38801	Hole in Wall Dredging Project	129,395.00	15,658.42	119,842.34	9,552.66	92.62%	26,862.01	(92,980.33)
38802	Davis Creek Dredging Project	132,128.00	15,138.20	120,146.24	11,981.76	90.93%	28,001.10	(92,145.14)
38803	Aberdeen Creek Dredging Proje	117,528.00	16,625.07	96,824.11	20,703.89	82.38%	90,663.33	(6,160.78)
38804	Timberneck Creek Dredging Pro	115,328.00	17,935.09	96,532.72	18,795.28	83.70%	89,208.69	(7,324.03)
38805	PAA - VPA Dredging Business Pl	40,500.00	850.43	12,067.05	28,432.95	29.80%	11,205.91	(861.14)
38806	VPA Cedarbush (Gloucester)	175,000.00	31,807.58	51,166.08	123,833.92	29.24%	19,286.78	(31,879.30)
38807	VPA Parrots Creek (Middlesex)	150,000.00	9,476.21	26,681.91	123,318.09	17.79%	0.00	(26,681.91)
38808	VPA Winter Harbor (Mathews)	150,000.00	24,336.07	41,221.53	108,778.47	27.48%	0.00	(41,221.53)
Totals:		2,857,906.93	324,521.72	1,567,665.61	1,290,241.32	54.85%	1,302,781.24	(264,884.37)

Balance Sheet by Category

Middle Peninsula Planning District Commission
Period Ending: 12/31/2020
Format: 1 Board

Run Date: 1/20/21
Run Time: 3:25:23 pm
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Assets:

Not Assigned to a Code	149,317.07
Cash in Bank	468,078.78
Cash in Bank, Restricted	342,288.81
Receivables	245,864.22
Property & Equipment	3,038.19
Prepaid Pension (Deferred Outflows)	28,175.57

Assets:	\$1,236,762.64
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Liabilities:

Not Assigned to a Code	7,085.27
Accounts Payable	372,887.99
VRA Loan Payables	355,209.30
Accrued Leave	47,208.28
Deferred Inflows (VRS)	67,268.00
Net Pension Liabilities	29,544.00
Cost Allocation Control	5,873.65

Liabilities:	\$885,076.49
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Equity:

Not Assigned to a Code	(295,070.45)
Local Initiatives/Information Resources	27,336.96
Economic Development	5,151.15
Transportation Programs	(1,395.95)
Onsite Repair & Pumpout	25,507.55
Housing	106.65
Coastal Community & Environmental	(14,979.22)
Public Access Auth Programs	2,497.93
Temporarily Restricted	177,307.09
General Fund Balance	425,224.44

Equity:	\$351,686.15
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Total Liabilities and Equity	\$1,236,762.64
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Balance:	\$0.00
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Agencywide R&E by Category

Middle Peninsula Planning District Commission
 Period Ending: 12/31/2020
 Format: 1 Agencywide R&E

Run Date: 1/20/2021
 Run Time: 3:25:59 pm
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Without Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Over	% Bud
Revenues					
	0.00	1,464.00	1,464.00	(1,464.00)	0.00%
Local Match	0.00	0.00	22,903.02	(22,903.02)	0.00%
Local Annual Dues	148,099.00	0.00	138,099.00	10,000.00	93.25%
Local Other Revenues	134,013.05	28,972.00	299,520.64	(165,507.59)	223.50%
Local Other Organizations	70,949.00	11,205.91	13,638.94	57,310.06	19.22%
State Revenues	1,113,642.00	177,970.87	215,955.87	897,686.13	19.39%
Federal Revenues	412,478.43	7,808.49	7,808.49	404,669.94	1.89%
Miscellaneous Income	1,600.00	210.25	1,413.05	186.95	88.32%
RevolvingLoan Program Income	2,380.00	681.09	68,817.90	(66,437.90)	2891.51%
Revenues	1,883,161.48	228,312.61	769,620.91	1,113,540.57	40.87 %
Expenses					
Personnel	478,349.79	47,527.89	269,237.53	209,112.26	56.28%
Equipment & Supplies	700.00	0.00	369.96	330.04	52.85%
Travel	4,000.00	0.00	67.16	3,932.84	1.68%
Professional Development	4,660.00	575.00	1,175.00	3,485.00	25.21%
Contractual	1,159,550.64	122,379.31	430,062.11	729,488.53	37.09%
Miscellaneous	24,100.00	143,910.06	203,295.83	(179,195.83)	843.55%
Regional Share	0.00	0.00	22,903.02	(22,903.02)	0.00%
	0.00	10,129.46	92,762.64	(92,762.64)	0.00%
Expenses	1,671,360.43	324,521.72	1,019,873.25	651,487.18	61.02 %
Agency Balance	211,801.05	(96,209.11)	(250,252.34)		

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Middle Peninsula Planning District Commission
Executive Director's Report of Regional Progress
January 22, 2021

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

- For MPPDC Website: <http://www.mppdc.com/>

MPPDC Staff and Contact Information

Executive Director: Lewis Lawrence

Contact Info: 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 (804) 758-2311x28 (804) 384-7509 (cell)

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

Chief Financial Officer: Heather Modispaw

Contact Info: 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 (215) 264-6451 (cell)

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

Executive Assistant: Dawn Mantell

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

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

INFORMATION RESOURCES/ASSISTANCE

- Updated www.mppdc.com website – meeting notices, reports, news releases, GoVA meetings, and MPA notices, etc.

COASTAL COMMUNITY DEVELOPMENT/ ENVIRONMENTAL

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

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.

- Received phone call from client requesting payoff amount for loan. Provided loan payoff report.
- Processed second draw for Deltaville Boatyard and Marina loan. Submitted reimbursement requests to DEQ for draw made against the loan.
- *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 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.*
- **Revolving uncommitted funds - \$7,085.27**

Project 32018 – PAA 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.

- Continued to work with the two consultants developing the Bay Direct mobile app to facilitate the selling of local seafood and agriculture products in the Middle Peninsula. Version 2 is in beta testing now and customized graphics have been developed for this version.

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

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.

- Communicated with a property owner on the Ware River in Gloucester County regarding project status and contractor bids. Pandemic continues to make it difficult to obtain cost estimates.
- Coordinated with VIMS staff on project design.
- Developed inventory of 120 tidal waterways in the region from topo maps and tax maps. The inventory will serve as a critical baseline in determining local/regional dredging priorities.
- Submitted interim report due December 31.

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.

- Participated in the State Water Control Board meeting to discuss the Chesapeake Bay Preservation Act area flood mitigation alternatives for the resource protection area.
- Consulted with GIS staff assigned to the Berkeley Group regarding illustrating FEMA risk map data for the Middle Peninsula to aid in future project identification areas in need of flood mitigation solutions.
- Convened weekly Local Government Administrators (LGA) meeting as requested by Dr. Rich Williams, Director of the Three Rivers Health District to discuss COVID-19 and vaccine deployment matters.
- Consulted with Robert Crockett, President of Advantus Strategies regarding multiple resiliency and flood mitigation bills to be introduced by Delegate Keith Hodges.
- Received numerous requests from the general public for public hunting information for the land owned by the Middle Peninsula Chesapeake Bay Public Access Authority.
- Authorized the Middle Peninsula Chapter of the Audubon Group to conduct their annual bird count on PAA owned property.
- Consulted with the principal owners of an underwater drone surveying company to enroll in the Middle Peninsula Fight the Flood Program.
- Agreed to participate in the Coastal Resilience Master Plan Technical Advisory Committee at the request of Governor Northam.
- Submitted an application to the Virginia Outdoors Foundation looking to encourage minority and low-income, recreational opportunities at the Captain Sinclair public fishing pier.
- Coordinated for three private companies to give presentations to the General Assembly Joint Subcommittee on Coastal Flooding. These companies are participants in the MPPDC Fight the Flood program and are looking to expand and grow their resiliency footprint across the Middle Peninsula and beyond.
- Received multiple requests from various waterfront property owners in Gloucester and Mathews Counties requesting application for future grant funding to address shoreline flooding needs. Referred constituents to the middle Peninsula Fight the Flood program for application intake.
- Consulted with UVA Law School Clinic Director, Andrew Block regarding student assistance in the preparation of a Bill to elevate septic systems within the floodplain and RPA within Coastal Virginia.
- Participated in the Abandoned and Derelict Vessel workgroup meeting call by Katie Register, Longwood University. The focus on the workgroup follows:
 - Authority
 - Funding
 - Removal and Deconstruction
 - Prevention
 - Public Outreach and Education
 - Building an inventory of ADV in Virginia
 - Other topics as determined by the workgroup
- Participated in a workforce survey interview conducted by Elaine Silverstone on behalf of Rappahannock Community College.
- At the request of the Essex County Board of Supervisors attending a meeting to advise on questions related to establishing scenic river designation.

- Consulted with Sean Crumlish, Virginia Resources Authority regarding the applicability of funding septic repair projects for rental properties. VRA has no objection. Advised VRA that we would be requesting the loan be to the LLC. The operating agreement would need to show how the LLC incurs debt, corporate consent document and individual tax returns with possible personal guarantee.
- Compiled data and worked with Berkley Group GIS staff to create a geodatabase (online map with data) showing flood hazard risks and sharing on the Fight the Flood website.
- Developed an intake form for the Fight the Flood website where participants can report needs and the information can be used for advancing the implementation of projects using grants and loans.
- Participate in the December meeting of the VA Coastal Resilience Master Plan Technical Advisory Committee.
- Coordinated with staff from the VA SolSmart team regarding prospects for conducting the solar technical assistance program regionally for the MPPDC and local governments. Discussed the program with Local Government Administrators and local planners.
- Coordinated with US Army Corps of Engineers regarding Section 510 habitat restoration funding projects.
- Review 2020 Water Resource Development Act and coordinate with US Army Corps Norfolk District regarding authorized opportunities for local dredging and reuse/restoration activities.
- Meet with RAFT team to explore opportunities for program in Middle Peninsula for FY21.
- Participate in working group exploring solutions for abandoned vessels in Virginia.
- Coordinated with UVA Law Students regarding coastal legislation for the 2021 General Assembly.
- Review and track coastal and environmental bills introduced during the 2021 General Assembly.
- Participate in the Virginia Bay Enhancement Working Group meeting for beneficial use of dredge material to identify prospective locations for beneficial reuse of material from the Baltimore Channel in the Chesapeake Bay.
- Assist Northern Neck PDC staff with dredging project questions.
- Coordinated with VA Port Authority regarding Waterway Maintenance Fund strategies.
- Coordinated with current and prospective Fight the Flood businesses including a call with VA Sea Grant to explore opportunities for FTF businesses as part of VSG's GO Virginia project.
- Participated in the Coastal PDC meeting on December 18.
- Participated in the VA Joint Subcommittee on Coastal Flooding meetings on December 21 and January 12.

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.

- Convened a meeting with Consociate Media regarding the development of EcoTourism Business Resiliency Training.
- Reviewed the Coastal EcoTourism Alliance agenda for the upcoming committee meeting on February 12th.

- Finalized subcontract with Berkley Group.
- Coordinated with MPPDC staff on tasks and workplan (products #1, 2, 5, and 8).
- Developed plan for conducting Ecotourism Business Resiliency training (product #5).

Project 38801 – Hole-in-the-Wall Dredging Design

This project will focus on the pre-planning activities to dredging Hole-in-the-Wall 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.

- Final designs for dredging to 6, 7, and 8 feet scenarios with beach placement at the County-owned property at Haven Beach have been completed. The design includes offshore shoreline protection structures to protect the beach once complete.
- A draft Joint Permit Application has been completed and is ready to be submitted upon award of funding for the project.
- A draft of the final report is underway, and work will continue finalizing the draft final deliverables. The project will be closed out during January.
- Cost estimates for this implementation of this project are in the range of funding currently available in VPA Waterway Maintenance Funding. Considering this and the immediate availability of a placement area, this project is recommended to be proposed first among the four projects for WMF funding in 2021.

Project 38802 –Davis Creek Dredging Design

This project will focus on the pre-planning activities to dredging Davis Creek 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.

- Drafted final designs for dredging to 6, 7, and 8 feet scenarios with upland placement of dredged material at the MPCBPAA property at Dutchman’s Point have been completed. The upland placement area is designed to utilize geotubes placed on the ground to serve as the walls of the area. The geotubes will be filled with material and once complete, the central area of the basin will be prepared for placement of material.
- A draft Joint Permit Application has been completed and is ready to be submitted upon award of funding for the project.
- Reviewed a draft of the final report and work continues finalizing the draft final deliverables. The project will be closed out this month.

Project 38803 – Aberdeen Creek Dredging Design

This project will focus on the pre-planning activities to dredging Aberdeen 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.

- Drafted final designs for dredging to 6, 7, and 8 feet scenarios with upland placement of dredged material at the Middle Peninsula State Park have been completed. The upland placement area is designed to utilize geotubes placed on the ground to serve as the walls of the area. The geotubes will be filled with material and once complete, the central area of the basin will be prepared for placement of material.
- Held discussions with VA Department of Conservation and Recreation regarding the construction of an upland placement area at the Middle Peninsula State Park. VDCR has agreed to explore the prospect if funding becomes available and if certain conditions are met regarding no impacts to critical habitat, maintenance of the facility, and contamination of the dredged material. The facility could hold material from Aberdeen, Timberneck, and Cedarbush Creeks.

- A draft Joint Permit Application has been completed and is ready to be submitted upon award of funding for the project.
- Staff and Gloucester County staff have reviewed a draft of the final report and work continues finalizing the draft final deliverables. The project will be closed out this month.

Project 38804 –Timberneck Creek Dredging Design

This project will focus on the pre-planning activities to dredging Timberneck 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.

- A potential disposal area was suggested and preliminarily designed for the Middle Peninsula State Park located adjacent to the Creek. In addition, discussions have been ongoing with Chesapeake Bay National Estuarine Research Reserve (CBNERR) personnel at VIMS about the possibility of using Catlett Island Research Reserve as a disposal area for dredge material. The CBNERRs personnel are in favor of this beneficial use to rebuild the Islands marshes, but ongoing discussions need to occur regarding permissions and permitting.
- Held discussions with VA Department of Conservation and Recreation regarding the construction of an upland placement area at the Middle Peninsula State Park. VDCR has agreed to explore the prospect if funding becomes available and if certain conditions are met regarding no impacts to critical habitat, maintenance of the facility, and contamination of the dredged material. The facility could hold material from Aberdeen, Timberneck, and Cedarbush Creeks.
- Drafted final designs for dredging to 6, 7, and 8 feet scenarios with upland placement of dredged material at the Middle Peninsula State Park have been completed. The upland placement area is designed to utilize geotubes placed on the ground to serve as the walls of the area. The geotubes will be filled with material and once complete, the central area of the basin will be prepared for placement of material.
- A draft Joint Permit Application has been completed and is ready to be submitted upon award of funding for the project.
- Staff and Gloucester County staff have reviewed a draft of the final report and work continues finalizing the draft final deliverables. The project will be closed out this month.

Project 38805 – 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.

- Continued to communicate with US Army Corps of Engineers regarding categorical permission in federally authorized channels. Public comment period slated for January 2021.
- 15 channel characterization surveys (bathy. & sed. cores) are scheduled for December through February.
- Sediment sampling: 5 sites have been visited, augers taken, locations and sediment description have been put into GIS. Five more field days have been scheduled during January to finish up.
- Bathymetric surveys: Field work have been completed for 6 creeks with the remainder of creeks having field days scheduled throughout January to finish up the creeks. Post-processing of the data is ongoing and will continue as the creeks are surveyed.
- Drone surveys of the 15 creeks to establish basemaps for the sediment and bathymetric data has begun and will be completed this month.
- Other GIS assessments are ongoing. The tidal prisms are being determined for all waterways and a review of gray literature & online reports to find existing data and determine reported issues is ongoing.
- Developed White Paper Describing a financial model intended for use for evaluating local dredging projects.

- Developed White Paper summarizing Grant and Loan Resources for Dredging Activities.
- Coordinated with staff on dredging plan.
- Developed and submitted second quarter progress and financial reports to VPA.
- Researched cost of dredging equipment and procedures via document review and interviews with local/state dredging agencies in North Carolina, Florida, and Texas.

Project 38806 – 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.

- Organized existing data on the channel and potential disposal areas including creation of GIS database.
- Developed and submitted second quarter progress and financial reports to VPA.
- Surveying/coring work has been completed.
- Sediment sampling for contamination has been completed with no issues found.
- Benthic/Fisheries literature review is complete. Physical parameters have found, compiled, and put into GIS if possible.
- Post-processing of cores and bathymetric surveys is underway. Processing of the cores will take 5-6 weeks. Sediment sample analysis for grain size will occur as samples are taken. The channel determination and volume calculations are underway.
- Held discussions with VA Department of Conservation and Recreation regarding the construction of an upland placement area at the Middle Peninsula State Park. VDCR has agreed to explore the prospect if funding becomes available and if certain conditions are met regarding no impacts to critical habitat, maintenance of the facility, and contamination of the dredged material. The facility could hold material from Aberdeen, Timberneck, and Cedarbush Creeks.

Project 38807 – 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.

- Organized existing data on the channel and potential disposal areas including creation of GIS database.
- Developed and submitted second quarter progress and financial reports to VPA.
- Surveying/coring work has been completed.
- Post-processing of cores and bathymetric surveys is underway. Processing of the cores will take 5-6 weeks. Sediment sample analysis for grain size will occur as samples are taken. The channel determination and volume calculations are underway.
- Benthic/Fisheries literature review is complete. Physical parameters have found, compiled, and put into GIS if possible.

Project 38808 – 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.

- Organized existing data on the channel and potential disposal areas including creation of GIS database.

- Developed and submitted second quarter progress and financial reports to VPA.
- Surveying/coring work has been completed.
- Post-processing of cores and bathymetric surveys is underway. Processing of the cores will take 5-6 weeks. Sediment sample analysis for grain size will occur as samples are taken. The channel determination and volume calculations are underway.
- Benthic/Fisheries literature review is complete. Physical parameters have found, compiled, and put into GIS if possible.

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.
- Finalizing setup of all new projects in GMS.
- Consulted with Consociate Media staff regarding rebranding of the PAA and the new PAA website which is currently under development.

Project 32157 – Mathews NFWF

This project will design, permit, and monitor living shoreline in targeted locations on the East River and the North River.

- Consulted with the principal owner of Natrx regarding the inclusion of a biogenic oyster reef as part of the Mathews County shoreline resiliency construction project.
- Communicated with a property owner in Mathews County regarding project status and update.
- Coordinated with VIMS staff on project design.

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.

- Continued to work with the two consultants developing the Bay Direct mobile app to facilitate the selling of local seafood and agriculture products. Version 2 is in Beta testing phase and customized graphics have been developed.

TRANSPORTATION

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

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.

- Updated website – www.midpenrideshare.org.
- Updated website. Began preparing FY22 TDM Operating Grant Proposal. Consulted Kathy Molin regarding payment of ACT annual dues; instructed to use remaining FY20 funds. Provided Kathy Molin with updated totals of funds spent through 06/30/2020 on the FY20 award so that DRPT can appropriately carry those funds over into the FY21 available funds. Scheduled monthly meeting with Kathy Molin (and possibly Chris Arabia) to discuss remaining quarter funding for FY21 annual budget. Attended ACT Telework/AWA Council Meeting.
- *Current commuter database – 404*
- *Number of Commuters with logged alt mode trips in November – 74*
- *Number of logged alt trips in November – 94*
- *Reduced miles (VMT) in November – 881*
- *Commuter Savings in November – \$507*

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.

- Facilitated the Local Planners Roundtable Meeting on November 18th.
- Prepare and submit proposal to the VA Office for Intermodal Planning and Investment’s Growth and Accessibility Planning Technical Assistance Program. If awarded the MPPDC would receive OIPI technical assistance to develop and adopt a planning process that will be utilized to evolve the MPPDC Rural Long-Range Transportation Plan into a living document focused primarily on identifying and prioritizing regional projects and recommendations for which local projects can or will score higher by using a performance-based criteria to more effectively and efficiently advance projects for implementation.
- Completed VDOT Community Walkability survey.
- Coordinated with VDOT and Middlesex County regarding Transportation Alternatives Program funding for design and construction of bike trail at Deltaville.
- Coordinated with local planners to identify next steps for the development of a multiuse path along US Route 17. It was agreed that the MPPDC should pursue funding to conduct a corridor-wide study to better characterize potential issues presented by topography, wetlands, utilities, etc. The project will be added to the Long-Range Transportation Plan and presented to the MPPDC during 2021 for consideration.
- Initiated discussions for project approach for the Working Waterfronts project with staff, discussing the overview of the project and methods to kick off the project.
- Worked with local and district VDOT staff to identify prospects in the Long-Range Transportation Plan that would be eligible and competitive for a STARS study.
- Led the Planners Roundtable Meeting on December 16.
- Worked with VDOT and King and Queen County staff on the bridge structural deficiency study. Once complete, funding strategies for bridges with structural deficiencies that may not be capable of being improved using available state-of-good-repair funds will be identified and incorporated into a draft of the Long-Range Transportation Plan for consideration by the MPPDC.

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. Discussed our program and instructed how to apply.
- Began working on application for Big Dean LLC septic repair loan. Discussed with Executive Director ability to loan funds to an LLC as we have never loaned to someone other than a private homeowner. The project design does not specifically exclude an LLC. Executive Director requested guidance from Shawn Crumlish at VRA. As an LLC, applicant will need to provide additional documentation with application: “copy of the driver licenses for the principle of the LLC to ensure that they are a Virginia resident and that we know who is authorized to sign for the LLC, copy of the LLC operating agreement that speaks to who is authorized to sign for debt of the LLC incase there is a requirement for more than one to sign, tax returns for those who are linked to the LLC (individual returns), credit check in the name of the LLC, loan document will be needed in the name of the LLC and the director(s) as a personal guarantee.”
- *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 to be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans as well as collection efforts.*
- **Remaining uncommitted septic repair funding \$74,003 in loan funds – \$0 in grant funds.**

Project 30450 – Septic Pumpout Program

This project will provide grants to 100 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. Eligible homeowners will receive a voucher equal to 50% of pumpout cost (maximum value \$150).

- Completed Gloucester County septic pumpout.
- Received email from Mathews County resident experiencing septic issues with their newly purchased home and looking for assistance with pumping out their septic system. Provided application and information on required verifications and deadline to apply. Forward email to staff for possible septic repair assistance.
- Completed Essex County septic pumpout.
- Received income verification after the program deadline that was requested in October from King and Queen septic pumpout applicant. Application remains incomplete without the requested county signature. Mailed letter notifying applicant the program has ended and they have been placed on our waiting list.
- Received complete Mathews County septic pumpout application after the program deadline. Mailed letter notifying applicant the program has ended and they have been placed on our waiting list.
- Received phone call from Gloucester County resident interested in applying for septic pumpout

assistance. Informed caller the program has ended and placed her on our waiting list as requested.

- Received email from Gloucester County resident's daughter stating her mother received a card from the county advertising our septic pumpout assistance program. Replied and explained the program has ended but to hold onto the card for reference. Let her know, her mother was added to our waiting list to contact when funding becomes available.
- Completed Gloucester County septic pumpout.
- Received voicemail from a Gloucester County resident who received a card in the mail from the county advertising our septic pumpout assistance program. Caller expressed interest in obtaining more information regarding this program. Returned call on multiple occasions to answer questions, notify program has ended and provide the opportunity to be added to our waiting list for when funding becomes available. Recipients voicemail remains full and unavailable to leave this information.
- As of mid-December, staff remained in possession of an outstanding septic pumpout voucher. With the program end date of December 31st approaching, staff contacted the recipient to inquire as to the status of their pumpout. Recipient stated hauler had pumped their septic in November. Staff contacted the hauler to request the voucher and invoice associated with this pumpout. The hauler stated both the invoice and voucher had been mailed to our office at the end of November. It was at that time staff requested a copy of each be emailed so the MPPDC CFO could issue payment and close out the program financials on time. As of January 5, 2021, the mailed information had still not been received.
- Completed Gloucester County septic pumpout with information requested from hauler.
- Emailed CFO to ensure all necessary information has been received to close out the financials of the septic pumpout program.
- Continuing to receive phone calls requesting information on applying for septic pumpout assistance due to the informational cards Gloucester County circulated to its residents.
- Received complete septic pumpout application from Gloucester County resident. Applicant was placed on the waiting list and mailed a letter notifying the program has ended.
- Septic Pumpout project ended on December 31, 2020. Demand for assistance increased over the last few months of the program due to the circulation of media advertisements as well as inclusion in utility resource materials circulated by Gloucester County. A large portion of the interest in this program has been from homeowners who are over the program's income limits. Those that met the income limits found it difficult, if not impossible, to afford their half of the cost in the 45 days allotted on the voucher. A 30-day extension was always offered at expiration, but most applicants contended an extra 30 days wasn't adequate time to produce the cost and therefore forewent having their septic system pumped.
- Submitted the final report for the Septic Pumpout Program to the Department of Environmental Quality due January 15. Overall, the Septic Pumpout Program provided 115 applications to homeowners, 73 of those applications were submitted to the MPPDC for approval, 7 of those applications were incomplete, 2 applications were withdrawn, 6 applicants were denied for being over the income limits or not being the responsible party for the maintenance of the septic system at their address, 2 applications were submitted after the program ended, 56 vouchers were issued, 43 pumpouts were completed, 2 vouchers were voided at the recipient's request, 10 vouchers expired – all with a 30 day extension for a total of 75 days of validity and 1 voucher was voided due to the untimely passing of the recipient. Total average cost-share of this program was \$132.56. All 43 completed septic pumpouts were reported into DEQ's online BMP Warehouse as required by the Septic Pumpout Program contract.
- Closed out the Septic Pumpout Project.

- **Septic Pumpouts as of December 31, 2020**

Applications Mailed	115
Incomplete Applications	07
Approved Applications	56
Vouchers Issued	56
Completions	43

- **Pumpout Vouchers by County**

Essex	15
Gloucester	13
King and Queen	11
King William	08
Mathews	03
Middlesex	06

ECONOMIC DEVELOPMENT

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

Project 30118 – Staff Support to Middle Peninsula Alliance (MPA) FY20

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

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

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.
- Provided Jennifer Morgan of GWRC documentation of cleared checks to assist in final grant close out so that reimbursement can be released to MPA.

Project 30170 - 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 – \$144,700**

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 38021 - Local & Regional Technical Assistance

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

- Consulted with Beth Johnson, retired MPPDC Finance Officer, regarding commission financial projects budget amendments and audit matters.

- Provided VDEM with additional information for BRIC applications to help them complete application submittal to FEMA.
- Consulted with staff from C&F Bank regarding an MPPDC line of credit to assist with funding shoreline resiliency construction projects that could exceed cash flow for the Middle Peninsula Planning District Commission in the future.

HOUSING

Funding –Housing Loan Program Income

Project 30013 – 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 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 = \$45,105**

EMERGENCY SERVICES

Funding – VDEM/FEMA/Homeland Security

Project 31212 – Middle Peninsula All Hazards Mitigation Plan Update

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.

- Coordinated with Middle Peninsula County Administrators and Town Managers regarding appointments to serve on the All Hazard Mitigation Technical Advisory Committee.
- Scheduled a meeting with FEMA and VDEM to discuss the project timeline, training needs, consultant's role, and new areas of focus.
- Drafted a presentation for the first meeting of the Local Planning Team. Agenda topics will include an introduction to the plan, components, Hazus contract with Dewberry, and public outreach.
- Received an updated work proposal from Dewberry to conduct a Hazus Assessment of the Middle Peninsula region. The Hazus Assessment is GIS-based software served to model risk and regional impacts from hazards (i.e. flooding, hurricane wind, and sea level rise). This proposal will be presented to the Local Planning Team on January 25th.
- Corresponded with Brent Majors, Gloucester County, about the Gloucester's participation in FEMA's Community Rating System program.
- Updated the All-Hazards Mitigation Plan website on the Middle Peninsula website. MPPDC staff will keep this page up to date with Local Planning Team and Plan progress through this process.
- Submitted the quarterly report to the Virginia Department of Emergency Management.
- Below is a table that shows that all localities provided MPPDC staff will a signed service agreement to begin the All-Hazards Mitigation Plan Update. Also, it shows that appointees have been selected for the

Local Planning Team. Please note that there have been no appointees selected from the Town of Urbanna to date.

Locality	Status
Essex County	Received signed service agreement and appointees.
Town of Tappahannock	Received signed service agreement and appointees.
Gloucester County	Received signed service agreement and appointees.
King William County	Received signed service agreement and appointees.
Town of West Point	Received signed service agreement and appointees.
King & Queen County	Received signed service agreement and appointees.
Middlesex County	Received signed service agreement and appointees.
Town of Urbanna	Received signed service agreement. No appointees provided.
Mathews County	Received signed service agreement and appointees.

- Sent a meeting invitation to the first Local Planning Team meeting. Local Planning Team member include locality appointees, tribes, and other local experts from State and Federal agencies (i.e. DCR, VDH, VDEM, National Weather Service). The meeting has been scheduled for January 25, 2021 at 10am.
- Reached out to the new Urbanna Mayor, Barbara Hartley regarding outstanding appointment items for which the Town needs to address.

AGENCY ADMINISTRATION

Funding - Indirect cost reimbursements from all PDC projects

MPPDC Administration

Administrative services provided to MPPDC programs. Planned FY21 Indirect Cost rate =20.66%.

- Prepared vouchers, processed A/P, processed deposits and balanced bank account. Prepared monthly payroll run. Prepared monthly financial statements.
- Prepared financial reports and/or reimbursement requests for all projects requiring them.
- Arranging FOIA Training and Grant Administration Training for myself and Deputy Director.
- Reminded staff to complete timesheets and update award/grant Master File.
- Updated quarterly staff allocations.
- Finalized FY21 Budget adjustments and updated FY21 Cost Allocation Plan to present to Commission.
- Prepared and submitted FY22 budget requests to localities.
- Posted quarterly match and depreciation.
- Prepared application for US Economic Development Administration to designate region as an Economic Development District. Solicited letter of support from State and discussed application and designation with Local Government Administrators.
- Participated in a regional meeting with VA DHCD, VA Main Street and local economic and community developers to identify small scale manufacturing opportunities to support entrepreneurs and add value to local products. The group will be developing a strategic plan for establishing and sustaining a regional brand for local products as well as virtual and/or physical marketplaces to feature and sell local products.

Closed Projects

Project 32153 – Virginia Coastal TA FY20

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 32154 – ANPDC Eco Tourism III

This project will build on ecotourism efforts from Year 1 and 2 and extend Middle Peninsula Watertrails into the Piankatank River and Rappahannock River. The Rural Coastal Virginia Ecotourism Steering Committee will refine the Virginia Watertrails website and will continue to promote watertrails and eco-tourism in Rural Coastal Virginia.

Project 32155 – DEQ Chesapeake Bay WIP Technical Assistance (Year 1)

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.

- Finalized all deliverables and submitted to DEQ.
- Developed and submitted application for WIP Technical Assistance (Year 2).
- Submitted final Narrative Progress Summary Report and Milestone Table due December 31 and began closing out the project.

Project 32156 – CZM Hog Island Resilience Design

This project will design shoreline protection measures and prepare a permit for the construction of the activities at Hog Island in Gloucester County.

- Finalized project design and draft Joint Permit Application.
- Explored NFWF funding opportunity for implementation in partnership with NOAA.
- Prepared and submitted to VCZMP all final deliverables, final project summary, and final report to initiate closeout of the 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 +)

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

April 2020 – January 2021

Service Center	Project Title and Description	Date Applied	Funding	Status
Environmental	DEQ WIP Technical Assistance (Year 2)	Dec. 2020	\$72,500	Funded
Environmental	General Assembly Elevated Septic Pilot Program	Nov. 2020	\$120,000	Submitted
Environmental	FEMA BRIC Fight The Flood Project Scoping	Nov. 2020	\$100,000	Submitted
Environmental	FEMA BRIC Hog Island Resilience Construction	Nov. 2020	\$82,688	Submitted
Environmental	FEMA BRIC Cpt. Sinclair Poolhouse Mitigation	Nov. 2020	\$97,200	Submitted
Environmental	FEMA BRIC Ware River Living Shoreline Extension	Nov. 2020	\$97,500	Submitted
MPCBPAA	DCR Virginia Land Conservation Foundation – Tappahannock Acquisition	Nov. 2020	\$274,500	Submitted
MPCBPAA	VTC Paddle & Pub Crawl Event	Sep. 2020	\$10,000	Funded
Community Develop.	VTC Rural Coastal VA marketing (ANPDC applicant)	Sep. 2020	\$10,000	Funded
Environmental	DEQ Nonpoint Program – Residential Septic Improvements	Sep. 2020	\$299,976	Submitted
Community Develop.	DHCD – Community Business Launch	Aug. 2020	\$45,000	Submitted
Environmental	VCZMP – Coastal Technical Assistance Program	July 2020	\$129,100	Funded
Environmental	DEQ VA Clean Water Revolving Loan Fund – Stormwater Improvements	July 2020	\$250,000	Not Funded
MPCBPAA	GO VA Bay Direct App	June 2020	\$115,500	Funded
Transportation	VDOT Rural Transportation Planning Program	May 2020	\$72,500	Funded
Transportation	USDOT BUILD – Working Waterfronts Enhancement Designs	May 2020	\$2,658,096	Not Funded
Emergency Mgmt.	VDEM – Cybersecurity	April 2020	\$231,920	Not Funded
Community Develop.	CZM ANPDC Ecotourism Year 4	April 2020	\$27,501	Funded
Environmental	NFWF Coastal Resilience Fund – Ware River Living Shoreline	April 2020	\$135,000	Not Funded
Environmental	NFWF Coastal Resilience Fund – Mathews Shoreline Resilience	April 2020	\$156,000	Not Funded
MPCBPAA	DCR Virginia Land Conservation Foundation – Abingdon Land Acquisition	April 2020	\$455,470	Submitted
MPCBPAA	VMRC Recreation Fishing Fund – Cpt. Sinclair Dock Rebuild	April 2020	\$50,000	Funded

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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Draft CY 2021 Annual Meeting Schedule

- January 27** *General Meeting*
Adoption of Calendar Year Meeting Schedule
Commissioner Priorities
Adoption of CDBG Regional Priorities
General Assembly Update
- February 24** *General Meeting*
Appointment of Overall Program Design (OPD) & Budget Committee
Appointment of Nominating Committee
- March 24** *General Meeting*
Local Budgets Discussion
- April 26** *General Meeting*
Draft Overall Program Design and Budget to Committee members
May Budget Committee work sessions as needed
- May 26** *General Meeting*
Presentation and Adoption of Draft OPD & Budget
- June 23** *General Meeting*
Election of MPPDC Officers
- July 28** *General Meeting*
Presentation & Adoption of FY22 Indirect Cost Allocation Plan
Legislative Program Discussion
- August** *No meeting*
- September 22** *General Meeting*
Adoption of Legislative Program
Discussion of PDC Financial Issues
- October 27** *General Meeting*
- November 17** *General Meeting*
Presentation of Audited Financial Statements
- December 15** *General Meeting*
General Legislative Discussion

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Middle Peninsula Planning District Commission
(Approved July 2020) FY21 Budget Overview

Revenues

LOCAL (annual contributions)	\$159,297.00
LOCAL (other)	\$2,044,629.56
STATE	\$480,247.44
FEDERAL	\$255,146.00
OTHER	\$27,500.00

TOTAL REVENUES	\$2,966,820.00
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Expenses

PERSONNEL EXPENSE	\$431,090.19
COVID PERSONNEL EXPENSE	\$48,000.00
FRINGE BENEFITS	\$113,944.88
FACILITY EXPENSE	\$37,826.40
EQUIPMENT AND SUPPLIES EXPENSE	\$3,000.00
TRAVEL EXPENSE	\$7,425.00
PROFESSIONAL DEVELOPMENT EXPENSE	\$13,710.00
CONSULTANT/CONTRACTUAL EXPENSE	\$1,851,359.30
MISCELLANEOUS EXPENSE	\$77,003.00

TOTAL EXPENDITURES	\$2,583,358.76
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Balance - Available Resources	\$383,461.24
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Less Matching Funds Required	(\$371,338.68)
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Balance after Matching Funds	\$12,122.56
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FY20 General Fund APPROXIMATELY	\$150,000.00
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Middle Peninsula Planning District Commission
REVISED FY21 Budget Overview

Revenues

LOCAL (annual contributions)	\$159,297.00
LOCAL (other)	\$1,082,730.29
STATE	\$114,775.00
FEDERAL	\$522,878.43
OTHER	\$3,980.00

TOTAL REVENUES	\$1,883,660.71
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Expenses

PERSONNEL EXPENSE	\$424,627.19
COVID PERSONNEL EXPENSE	\$43,830.00
FRINGE BENEFITS	\$113,127.31
FACILITY EXPENSE	\$36,326.40
EQUIPMENT AND SUPPLIES EXPENSE	\$2,000.00
TRAVEL EXPENSE	\$7,425.00
PROFESSIONAL DEVELOPMENT EXPENSE	\$8,050.00
CONSULTANT/CONTRACTUAL EXPENSE	\$1,180,614.92
MISCELLANEOUS EXPENSE	\$51,876.00

TOTAL EXPENDITURES	\$1,867,876.82
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Balance - Available Resources	\$15,783.90
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Matching Funds Required	\$	121,658.25
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MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

INDIRECT COST ALLOCATION PLAN

FY 2020-2021

The FY 2020-2021 Indirect Cost Allocation Plan is based on the budget figures adopted by the Commission in August 2020.

The Indirect Cost Allocation Plan enables the Commission to charge funding sources for indirect personnel costs including salaries and fringe benefits as well as facility expenses, supplies, professional development, certain shared consultant and contractual fee expenses, travel expenses and other miscellaneous expenses such as postage and printing/duplicating. The Indirect Cost Rate and Employee Benefit Rate are aids used in preparing future funding proposals.

Indirect costs associated with the operating of the Middle Peninsula Planning District Commission are shared by all projects in the Commission's work program and charged as incurred. The direct charges associated with the various programs are charged directly to the appropriate project.

Attached is the Statement of Indirect Costs and the calculation for the FY21 Indirect Cost Allocation rate of **22.75%**. The Statement of Employee Benefits and the Salary Distribution are supporting documents used to calculate the employee benefit rate of **26.43%** and, ultimately, the indirect cost allocation rate.

**MIDDLE PENINSULA PLANNING DISTRICT COMMISSION
STATEMENT OF INDIRECT COSTS FY 2020-2021 BUDGET**

Indirect Personnel Costs

Indirect Salaries	\$61,600	
Employee Benefit Rate at 26.43%	16,278	
Total Indirect Personnel Costs.....		\$77,878

Facility Expense

Rental	\$26,450	
Facilities Maintenance	3,900	
Utilities	3,000	
Telephone	2,800	
Facility Insurance	176	
Total Facility Expense.....		\$36,326

Equipment and Supplies Expense

Office Supplies	\$2,000	
Total Supplies Expense.....		\$2,000

Consultant/Contractual Expense

Accounting/Auditing Expense	\$8,500	
Legal	5,000	
Total Consultant/Contractual Expense.....		\$13,500

Travel Expense

Vehicle Insurance	525	
Vehicle Operating Costs	2,400	
Travel Expense Other	500	
Total Travel Expense.....		\$3,425

Miscellaneous Expense

Postage	1,200	
Printing/Duplicating	7,500	
IT Costs	16,400	
Pub Officials Insurance	1,976	
Dues	3,800	
Total Miscellaneous Expense.....		\$30,876

TOTAL INDIRECT COSTS\$167,806

**MIDDLE PENINSULA PLANNING DISTRICT COMMISSION
STATEMENT OF INDIRECT COSTS FY 2020-2021 BUDGET**

Modified Total Direct Project Costs (MTDC = salary/fringe/subs up to \$25k each)

Project	Name	MTDC	Federal	Funder
30121	MPA Staff Support	\$ 9,000.00		
30170	RLF BDP	\$ 800.00		
30182	Covid CARES Act	\$ 86,400.00	Yes	US Treasury
30217	TDM Operating FY21	\$ 28,504.00		
30318	VDOT RTP FY21	\$ 72,500.00	Yes	FHWA
30420	RLF Onsite	\$ 1,260.00		
31212	VDEM AHMP All Hazard Update	\$ 50,747.14	Yes	FEMA
31212	VDEM AHMP All Hazard Update LOCAL SHARE	\$ -		
31500	RLF LSIP	\$ 320.00		
32018	PAA Go VA Bay Direct	\$ 17,364.00		
32151	NFWF Living Shoreline Ware River Yr2	\$ 41,908.36	Yes	NFWF
32153	DEQ CZM Coastal TA 20	\$ 16,000.00	Yes	NOAA
32154	DEQ CZM ANPDC Ecotourism 3 FY20	\$ 10,278.25	Yes	NOAA
32155	DEQ Planner Yr1	\$ 27,250.00	Yes	EPA
32156	PAA DEQ CZM Hog Island Resilience Design	\$ 3,585.00	Yes	NOAA
32157	NFWF Living Shoreline Mathews County	\$ 45,832.00	Yes	NFWF
32158	DEQ CZM Coastal TA 21	\$ 48,300.00	Yes	NOAA
32159	DEQ Planner Yr2	\$ 10,263.00	Yes	EPA
32160	DEQ CZM ANPDC Ecotourism 4 FY21	\$ 11,313.00	Yes	NOAA
38021	DHCD Local TA Base Funding	\$ 75,971.00		
38021	Local Dues	\$ -		
38801	Hole in the Wall (Mathews Co)	\$ 49,395.00		
38802	Davis Creek (Mathews Co)	\$ 50,128.00		
38803	Aberdeen (Gloucester Co)	\$ 35,528.00		
38804	Timberneck (Gloucester Co)	\$ 35,328.00		
38805	PAA VPA Dredging Business Plan	\$ 40,500.00		
38806	Cedarbush (Gloucester Co)	\$ 27,910.00		
38807	Parrots Creek (Middlesex Co)	\$ 33,636.00		
38808	Winter Harbor (Mathews Co)	\$ 33,636.00		
320154	PAA Staff Support	\$ 4,200.00		
320155	PAA VOF Easement Support	\$ 8,000.00		
388031	Aberdeen (Gloucester Co) FY20 Admin	\$ 14,644.00		
388041	Timberneck (Gloucester Co) FY20 Admin	\$ 14,844.00		
		\$ 905,345		
	Indirect costs	\$ (167,806)		
	TOTAL MTDC	\$ 737,539		

Total Indirect Costs \$167,806
= 22.75%

Total Modified Direct Costs \$737,539

STATEMENT OF EMPLOYEE BENEFITS

Benefits

Health Insurance	\$54,491	
Retirement	21,231	
Workmen’s Compensation	480	
Social Security	32,009	
Life Insurance	4,861	
Unemployment	55	
Total Employee Benefits.....		\$113,127

Basis for Allocation of Employee Benefits

Total Chargeable Salaries.....	\$428,090
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Employee Benefit Rate

Total Employee Benefits	\$113,127	= 26.43%
<hr/>		
Total Chargeable Salaries	\$428,090	

FY 2020-2021 SALARY DISTRIBUTION

<u>Position</u>	<u>Salaries</u>	<u>CARES OT</u>	<u>Indirect Salaries</u>	<u>%Indirect</u>
Executive Director	\$145,193			
Deputy Director	\$ 81,840			
Chief Financial Officer	\$ 71,610	\$ 8,000	\$30,600	43%
Special Project Planner	\$ 66,921	\$10,000		
Executive Assistant	\$ 34,526	\$10,000	\$31,000	90%
	<u>\$400,090</u>	<u>\$28,000</u>	<u>\$61,600</u>	

Total Chargeable Salaries: (400,090 + 28,000) = \$428,090



COMMONWEALTH OF VIRGINIA

Department of Mines, Minerals and Energy

DIVISION OF ENERGY

Washington Building / 8th Floor

1100 Bank Street

Richmond, Virginia 23219-3638

(804) 692-3200 FAX (804) 692-3238

www.dmme.virginia.gov

January 6, 2021

Curtis Smith
Deputy Director
Middle Peninsula Planning District Commission
125 Bowden Street
Saluda, VA 23149
Delivered via email: csmith@mppdc.com

RE: SolSmart Technical Assistance and Utility Scale Solar Trainings

Dear Mr. Smith, members of the PDC, and local county administrators:

Thank you for your interest in the SolSmart designation and technical assistance program to support the Middle Peninsula's planning and implementation of solar energy systems. The Department of Mines, Minerals and Energy (DMME), alongside the Virginia Solar Initiative at UVA's Weldon Cooper Center for Public Service and SolSmart are now offering no-cost technical guidance to localities interested in improving their plans and processes relating to solar energy development. DMME is the state agency charged with advancing the development of clean, renewable energy in the Commonwealth, and this project would offer a great benefit to the region.

We encourage localities and planning districts to participate together in a regional cohort in which our SolSmart Advisor team will learn about your locality's particular challenges and goals, conduct baseline assessments, lead trainings, offer best practices and make recommendations. This process is aimed at improving internal government processes and procedures to increase efficiency as well as creating transparency for the community and reducing the soft costs associated with solar energy development.

In addition to sharing national best practices, DMME and UVA SolSmart Advisors bring a particular focus to Virginia-specific policies and issues. This means your experience with the SolSmart program in the Middle Peninsula can include customized trainings relating to topics such as siting agreements (per 2020 HB 1765), the new revenue share option (per 2020 HB 1131), energy storage, and so on. In addition, our team can facilitate presentations or trainings with Virginia-specific stakeholders such as: the Virginia Association of Counties (VACo), the Department of Environmental Quality (DEQ), the State Corporation Commission (SCC), the

regional solar industry association, Chesapeake Solar and Storage Association (CHESSA, formerly MDV-SEIA), the Energy Storage Association (ESA), and others as we see fit.

SolSmart is funded by the U.S. Department of Energy Solar Energy Technologies Office (SETO). A coalition of national partner organizations work together to offer localities a diverse array of expertise relating to solar planning, zoning, permitting, inspections, financial investments, communications and community engagement.

Recent statewide mandates and initiatives have set Virginia on a track to be a clean energy leader as the state rapidly shifts to low-carbon energy sources. We appreciate that localities are directly impacted in this process and are responsible for approving land use matters and siting of solar energy systems. It is our goal to support your region in finding balanced solutions to bring local community benefits while helping advance the Commonwealth's clean energy goals.

We encourage the MPPDC and county administrators to request a consultation with the Virginia SolSmart Advisors ([here](#)), or if you wish to move forward, please submit a Solar Statement (template attached) to begin tapping into the wealth of resources which come with a SolSmart designation.

DMME welcomes the opportunity to be of service and to answer any questions you may have.

Sincerely,



Carrie E. Hearne
Solar Program Manager
Division of Energy
Department of Mines, Minerals and Energy
carrie.hearne@dmme.virginia.gov
804-393-1979

Attachments: How To Become A SolSmart Community, Solar Statement Template



Middle Peninsula Planning District Commission
Legislative Report # 1
January 20, 2021

The 2021 regular session of the General Assembly was gavelled to order last Wednesday. The House came together in an entirely virtual setting while the Senate gathered in-person at the Science Museum of Virginia which afforded space for appropriate social distancing. There is no physical access by the public to the site with all meetings streamed to the public and testimony taken virtually. While mourning the passing of Senator Ben Chafin from COVID complications, it appears that his death did not alter the Senate plans for how it would meet, although members were offered the opportunity to participate virtually under certain conditions.

Procedure

The first order of business was adoption of a procedural resolution which sets out the rules for the session. While the Constitution provides for a 30-calendar day odd-year or “short session,” it also allows the General Assembly to extend the session up to 60 days by an affirmative vote of two-thirds in both houses.

The short session has always been extended by tradition and practice to 46 days by mutual agreement of the two parties.

The procedural resolution that passed – that dictates how the Session is conducted – sets out a 30-day session but with operating deadlines based on a 46-day session. It included language allowing bills introduced in the regular session to be carried over to a subsequent Special Session by legislative action.

The effect is that unfinished bills in a committee or on the floor on the last day of the 30-day session can be carried over to a special session with action picking up again right where it left off. It would simply require approval of a motion to do so. The Governor had made it clear that he would call a Special Session if the 46-day resolution failed to pass.

Crossover – the day by which all bills except the budget must clear their house of origin – is Friday, February 5, while the money committees must complete action on their individual budget bills by Sunday, February 7. With the regular session ending on February 11, it is expected that those bills will be carried over to the Special Session after floor action in each chamber.

The two chambers are also operating on different daily schedules, with the House using a block scheduling system for committees/subcommittees to start and stop times and a 4 p.m. floor session. The Senate continues to operate with its traditional schedule with a noon floor session. This will continue only until crossover after which the House will return to a noon floor session.

State of Commonwealth

The Governor delivered his annual State of the Commonwealth address to a joint virtual session of the General Assembly, touting accomplishments and laying out legislative priorities, most of which have been previously reported. One item of particular note concerns state revenues and the budget. The Governor announced that state general fund revenue collections in December continue to outpace projections and suggested that this be used to support a permanent pay increase for teachers in an amount of greater than the 2 percent bonus that was proposed in his introduced budget amendments. Committee meetings began in earnest on Thursday with a full slate of bills being acted upon. While technical glitches continued, most legislators and the public seem to have learned how to navigate the virtual environment.

Budget Update

The General Assembly is poised to have a significant amount of new revenue at its disposal due to a variety of actions including higher than expected revenue growth, federal funds from the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) that were not expected at the time the budget was prepared. These funds will free up large blocks of proposed general fund spending, an unexpected continuation of the higher federal Medicaid match rate which frees up additional general funds, and rebounds in several state tax sources that will free up additional special funds previously earmarked to backfill those declines for example use of “gray machine” proceeds.

Secretary of Finance Aubrey Layne reported to the House and Senate budget committees that December revenues continued to track significantly ahead of even the most recent projections. These numbers did not include fourth quarter corporate estimated income tax payments, the fourth quarter individual non-withholding income tax payments, or the holiday shopping season retail sales tax collections, all of which are due by January 15, and all of which are expected to exceed projections. A mid-session revenue forecast review will then occur in late January. Given the 2021 session schedule, the budget bill will likely be headed to a conference committee during the Special Session when the results of this review are reported to the General Assembly.

Middle Peninsula PDC Legislation

The MPPDC has four primary bills. A summary of these bills and updated action is provided below:

[HB 2187](#) (Hodges) Recurrent Flooding Resiliency, Commonwealth Center; study topics to manage water quality, etc.

Summary: Commonwealth Center for Recurrent Flooding Resiliency; study topics. Directs the Commonwealth Center for Recurrent Flooding Resiliency to undertake certain topics of study to assist the Commonwealth with the development of a Flood Resiliency Clearinghouse Program.

[HB2187](#) was discussed and reported, in an amended version, from the Agriculture, Chesapeake and Natural Resources subcommittee and full committee, 22-0. The bill was re-referred to the Committee on Appropriations and assigned to the Higher Education sub and will likely be discussed before committee on Monday, 11:00 a.m. The substitute version requests the CCRFR to evaluate the development of a Flood Resiliency Clearinghouse, working with the Department of Conservation and Recreation (DCR) to evaluate solutions that manage both water quality and flooding while emphasizing nature-based solutions. Its evaluation of the clearinghouse will be provided to the General Assembly Natural Resource committees by Nov. 1, 2021.

[HB 2188](#) (Hodges) Engineered septic systems; Department of Health, et al., to initiate a 3-yr. pilot program to study.

Summary: Would requires the Department of Health and Department of Environmental Quality, in partnership with the Middle Peninsula Planning District Commission, to initiate a three-year pilot program designed to study the use of engineered septic systems that house and treat sewage effluent in an elevated, self-contained unit suitable for areas with high water tables and susceptible to flooding in Coastal Virginia.

Del. Hodges is working with a group of students from the UVA Law School, and they provided testimony to the subcommittee. A substitute was approved by the committee – after working with the Administration – that would authorize the MPPDC to conduct a three-year pilot an engineered and elevated septic unit designed to meet pollution removal standards of DEQ. The MPPDC is required to report on the pilot annually. A budget amendment has been provided that supports this pilot.

The bill has been referred. To the Committee on Appropriations, Health & Human Resources subcommittee.

[HB 2217](#) (Hodges) Public access authorities; granted certain liability protections.

Would grant the Chesapeake Bay Public Access Authority liability protections that are currently given to localities in relation to parks, recreational facilities, and

playgrounds. It will be heard in. Cities, Counties and Towns subcommittee next Thursday.

Solar

There are several significant bills that will impact, to a larger extent positively, local governments and a growing relationship with solar developers. The primary solar bills are provided below. There are still ongoing negotiations between county representatives on solar matters and solar developers on some of these bills.

[HB2201](#) (Jones) and [SB1207](#) (Barker) would expand provisions related to siting agreements – removing the requirement for opportunity zone designation. It also clarifies language allowing for the development of siting agreements for energy storage projects.

[HB2269](#) (Heretick) provides for increases in the revenue share localities can require for solar projects. A substitute developed by the Rural Solar Development Coalition will be proposed at 2%/annually payable every 5 years (10%) and every five years thereafter.

[HB 2006](#) would establish state and local taxation to certain projects with alternating current (AC) storage capacity of more than five megawatts and less than 150 megawatts. The bill also provides that a locality may assess a revenue share of up to \$1,400/megawatt. After conversations with the RSDC, the bill will also include an escalator providing for 2%/annual increase payable every 5 years and every five years thereafter.

[SB 1258](#) would require the State Water Control Board to administer an Erosion and Sediment Control Program (VESCP) on behalf of any locality that notifies DEQ that it has chosen not to administer a VESCP for any solar project exceeding 5 megawatts. The provisions of the bill will become effective. ONLY with the appropriation of 4 full-time DEQ positions for this purpose.

Attached is a full tracking list containing links to various provisions of other legislation of interest.

Budget Amendments

There are two budget amendments introduced on behalf of the interests of the Middle PDC – both introduced by Sen. L. Lewis (D-Accomack):

Waterway Management Fund: This amendment increases the appropriation to the Waterway Maintenance Fund to \$3 million each year to support shallow-draft dredging projects. The increased allocation to the Waterway Maintenance Fund results in a corresponding reduction in available general fund revenues of \$1.5 million annually.

VDOT/VIMS Study: Request that the Department of Transportation to report to the General Assembly and the Secretaries of Transportation and Natural Resources on the status of the Coastal Virginia Transportation Infrastructure Inundation Study – especially asking that VDOT report on the status of transportation infrastructure in Coastal Virginia that is at risk to inundation from sea-level rise and actions recommended to mitigate this risk. This is a ‘language-only’ amendment.

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MiddlePDC: created on 01/08 at 11:06

Composite view with notes

Bills	Committee	Last action	Date
HB 1624 - Cole, J.G. - Trees; conservation during land development process.	(H) Committee on Counties, Cities and Towns	(H) Left in Counties, Cities and Towns	12/04/20
HB 1760 - Webert - Conservation easements; certain easements be liberally construed in favor of purpose which created.	(H) Committee on Agriculture, Chesapeake and Natural Resources	(H) Read first time	01/21/21
HB 1824 - Askew - Virginia Residential Property Disclosure Act; required disclosures, mold.	(H) Committee on General Laws	(H) Engrossed by House - committee substitute HB1824H1	01/21/21
HB 1833 - Subramanyam - Conservation and Recreation, Department of; leasing of land.	(H) Committee on Agriculture, Chesapeake and Natural Resources	(H) Read first time	01/21/21
HB 1903 - Carr - Local government; authority to reduce the speed limit in a business district or residence district.	(H) Committee on Transportation (S) Committee on Transportation	(S) Referred to Committee on Transportation	01/20/21
HB 1928 - Aird - Historic resources; acquisition and lease of land.	(H) Committee on Agriculture, Chesapeake and Natural Resources	(H) Referred to Committee on Agriculture, Chesapeake and Natural Resources	01/10/21
HB 1982 - Bulova - Nutrient credits; use by facility with certain stormwater discharge permit.	(H) Committee on Agriculture, Chesapeake and Natural Resources	(H) Read first time	01/21/21
HB 1983 - Bulova - Wetland and stream mitigation banks; proximity of impacted site.	(H) Committee on Agriculture, Chesapeake and Natural Resources	(H) Read first time	01/21/21
HB 2023 - Poindexter - Solar and wind farms; reporting of acreage by locality.	(H) Committee on Counties, Cities and Towns	(H) Subcommittee recommends laying on the table (6-Y 2-N)	01/21/21
HB 2042 - Guy - Trees; replacement and conservation during development.	(H) Committee on Counties, Cities and Towns	(H) Reported from Counties, Cities and Towns with amendment(s) (13-Y 9-N)	01/22/21
HB 2067 - Webert - Solar facilities; permit by rule.	(H) Committee on Agriculture, Chesapeake and Natural Resources	(H) Assigned ACNR sub: Natural Resources	01/15/21
HB 2129 - Lopez - Chesapeake Bay; wastewater treatment, Enhanced Nutrient Removal Certainty Program established.	(H) Committee on Agriculture, Chesapeake and Natural Resources	(H) Assigned ACNR sub: Chesapeake	01/15/21
HB 2186 - Hodges - Mathews County; appointment of bd. of director to the Economic Development Authority of the County.	(H) Committee on Counties, Cities and Towns	(H) Reported from Counties, Cities and Towns (22-Y 0-N)	01/22/21
HB 2187 - Hodges - Recurrent Flooding Resiliency, Commonwealth Center; study topics to manage water quality, etc.	(H) Committee on Appropriations	(H) Assigned App. sub: Higher Education	01/20/21
HB 2188 - Hodges - Engineered septic systems; Department of Health, et al., to initiate a 3-yr. pilot program to study.	(H) Committee on Appropriations	(H) Assigned App. sub: Health & Human Resources	01/20/21
HB 2189 - Morefield - Virginia Adventure Corridor and Trail Authority; created.	(H) Committee on Counties, Cities and Towns	(H) Subcommittee recommends striking from docket (9-Y 0-N)	01/21/21

HB 2217 - Hodges - Public access authorities; granted certain liability protections.	(H) Committee on Counties, Cities and Towns	(H) Assigned CC & T sub: Land Use	01/19/21
HB 2221 - Hayes - Environmental permits; community and environmental justice outreach.	(H) Committee on Agriculture, Chesapeake and Natural Resources	(H) Referred to Committee on Agriculture, Chesapeake and Natural Resources	01/13/21
HB 2320 - Convirs-Fowler - Virginia Residential Property Disclosure Act; required disclosures; special flood hazard areas.	(H) Referral Pending	(H) Committee Referral Pending	01/21/21
SB 1143 - Cosgrove - Wetlands; extension of certain permits through 2021.	(S) Committee on Agriculture, Conservation and Natural Resources	(S) Referred to Committee on Agriculture, Conservation and Natural Resources	01/05/21
SB 1199 - Petersen - Conservation easements; construction.	(S) Committee on Agriculture, Conservation and Natural Resources	(S) Constitutional reading dispensed (39-Y 0-N)	01/21/21
SB 1200 - Hashmi - Waste disposal; local approval.	(S) Committee on Agriculture, Conservation and Natural Resources	(S) Referred to Committee on Agriculture, Conservation and Natural Resources	01/11/21
SB 1207 - Barker - Solar and energy storage projects; siting agreements throughout the Commonwealth.	(S) Committee on Finance and Appropriations	(S) Rereferred to Finance and Appropriations	01/18/21
SB 1217 - Ruff - Secondary state highway system; taking certain private roads into the system.	(S) Committee on Transportation	(S) Passed by indefinitely in Transportation (11-Y 1-N)	01/21/21
SB 1291 - Mason - Va. Water Protection Permit; withdrawal of surface water or ground water, plans for water auditing.	(S) Committee on Agriculture, Conservation and Natural Resources	(S) Constitutional reading dispensed (39-Y 0-N)	01/21/21
SB 1334 - Edwards - Broadband capacity; expands existing pilot program, municipal broadband authorities.	(S) Committee on Commerce and Labor	(S) Referred to Committee on Commerce and Labor	01/12/21
SB 1354 - Hanger - Chesapeake Bay; wastewater treatment, Enhanced Nutrient Removal Certainty Program established.	(S) Committee on Agriculture, Conservation and Natural Resources	(S) Referred to Committee on Agriculture, Conservation and Natural Resources	01/12/21
SB 1389 - Lewis - Real property; required disclosures for buyer to exercise due diligence, flood risk report.	(S) Committee on General Laws and Technology	(S) Referred to Committee on General Laws and Technology	01/13/21
SB 1393 - Marsden - Trees; replacement and conservation during development.	(S) Committee on Local Government	(S) Referred to Committee on Local Government	01/13/21
SJ 289 - Mason - Constitutional amendment (first reference); local government; sale of property.	(S) Committee on Privileges and Elections	(S) Referred to Committee on Privileges and Elections	01/12/21



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Mr. Lewis L. Lawrence

TO: MPPDC Board of Commissioners

FROM: Lewie Lawrence, MPPDC Executive Director
Curt Smith, MPPDC Deputy Director

DATE: January 27, 2021

RE: Staff Update

CDBG Priorities -

Staff will provide an overview during the meeting.

Commission Priority Sheet -

Staff will provide an overview during the meeting.

EDD Designation -

The US Economic Development Administration (USEDA) utilizes the Economic Development District (EDD) designation process to identify and work with economically distressed regions who are in need of funding and assistance to meet their economic development goals. The MPPDC is the only entity in the region eligible for this designation and if approved, the EDD designation would make the MPPDC eligible for a suite of USED A grant and financial assistance programs that are currently not available to the region.

USED A programs support a variety of rural economic development initiatives that the MPPDC currently is working on or historically been involved in. These funds generally support many of the economic development needs that another primary funding program, the USDA Rural Development programs will not support.

Staff have researched the EDD designation and found that the region and PDC meet the program requirements. A required letter of support from the State is already in hand and staff have completed a draft of the required narrative components.

To complete the application, Staff request the Commission authorize the Chair to submit a letter of request to the USED A for the Middle Peninsula to be designated as an EDD and for the MPPDC to be the EDD organization either via consensus or vote.

Additionally, at least a majority of PDC member jurisdictions will need to submit either a letter or resolution of support to meet the application requirements. Staff have developed a template for either option to facilitate the process for the localities.

Commissioners are encouraged to discuss how to approach this with their jurisdictions and advise how PDC staff can support.

OIPI Transportation Project Process -

Staff have submitted a proposal to receive technical assistance under the VA Office of Intermodal Planning and Investment's Growth and Accessibility Planning Technical Assistance Program. If awarded, the technical assistance will be utilized to develop a criteria and methodology to identify transportation improvement projects that will be the most competitive for various state transportation grant funding sources. This will involve creation of an MPPDC guidance document that 1) explains the methodology and 2) establishes when and how the MPPDC will apply for projects in the Long Range Transportation Plan (LRTP) or provide letters of support for applications from member jurisdictions.

Currently and historically, the LRTP has included a list of projects based on various available data and anecdotal information. The plan functions more as a repository for ideas and less as a living document focused on implementation. Applying these changes better positions the region and localities for advancing projects in a more effective manner. In recent years, the state's transportation funding programs have shifted away from using these types of information to new and different data sources in an attempt to make sure that the limited funding available is used in a manner that returns the greatest return on investment for the state. Aligning the LRTP with the state's grant criteria allows for more efficient advancement and implementation of improvement projects.

Should the OIPI proposal not be awarded, Staff are prepared to develop and employ these measures in house; however, having methodology developed in partnership with OIPI, who oversees and advises on the state's grant criteria, is favorable.

Dredging VPA Update: Recommendation of Hole In The Wall -

MPPDC staff have been asked to present to the VA Port Authority (VPA) on February 9 a prioritized list of projects for the next round of VPA Waterway Maintenance Funding (WMF). Full applications are due March 1.

The first two years, the MPPDC has been successful in conducting design and planning work for the localities, but no dredging activities have occurred to date. However, the final designs and cost estimates for the projects from the first year of funding are now complete. Among these four (Aberdeen, Timberneck, Hole In The Wall, Davis), one of them is optimally positioned to immediately compete for WMF grant funds for implementation – Hole In The Wall.

The Hole In The Wall project is the only project design so far that will not require construction of an upland dredge material placement basin. Rather, the design will involve placing coarse sand dredged from the channel along the Haven Beach shoreline, owned by Mathews County. Since there are no upland construction costs involved and the dredge material is appropriate for enhancing a public beach, this design is less expensive (approx.. \$1.13 M) than the other

three and is the only project that could be accomplished in its entirety within the amount of WMF funding available for this round (\$1.5 M).

Being that only one implementation project is capable of being completely funded under the current level of funding available, staff recommends presenting the Hole In The Wall project as the top priority project for this round of WMF funding. It is further recommended that the remainder of the priority list be:

2. Aberdeen Creek (Rationale: total design cost above WMF funding level; design involves construction of upland placement basin at Middle Peninsula State Park and there is a chance DCR may not approve of this)
3. Davis Creek (Rationale: total design cost above WMF funding level; design involves construction of upland placement basin at PAA property; not ranked #2 because VPA unlikely to fund multiple projects in same county)
4. Timberneck Creek (Rationale: sediment too fine to be used to construct upland placement basin walls & Aberdeen must be completed first accordingly)

Discussion and approval is requested.

CBPA Regulatory Amendments Update -

Staff will provide an overview of the public information meeting scheduled for the morning of January 27 and an overview of comments being developed for the Public Comment Period deadline set for 90 days from February 1.

Additional information on the public comment for the two proposed regulatory amendments can be found here:

<https://townhall.virginia.gov/l/viewstage.cfm?stageid=9192> [Climate Adaptation]

<https://townhall.virginia.gov/l/viewstage.cfm?stageid=9193> [Trees]

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Project Types / Activity Categories

Please reference the 2021 CDBG Program Design for additional information on the Competitive Grant project types and activity categories. The following five items must be ranked in one of the three priority groups below. **Please check no more than 3 per priority group:**

Ranking Worksheet

Planning District Commission: Middle Peninsula Planning District Commission

Priority (1 is highest, 3 is lowest)

- | #1 | #2 | #3 | |
|-------------------------------------|-------------------------------------|--------------------------|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Comprehensive Community Development |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Housing – Housing Rehabilitation |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | Community Service Facility |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Public Infrastructure |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Economic Development – Business District Revitalization |

Expected 2021 CDBG Proposals:

- New Firehouse in Gloucester County
- Tele Health Center in King and Queen County
- Tele Work Center/Business Innovation Center in King and Queen County
- Davis Creek Business District Revitalization in Mathews County
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Commissioner's Priorities

(Please discuss with your local Boards)

Please Return to MPPDC Staff by February 25th

The MPPDC Overall Program Design/Budget Committee uses the Commissioners Priority sheet to help shape the work program for the upcoming year. If you have thoughts concerning services or policy issues you would like for the Committee to consider, please complete the below.

Name:

1. What are your top priorities for improving your locality?
2. What cross jurisdictional issues or policy concerns should MPPDC study?
3. Do you have a special topic area that you need researched?
4. Which MPPDC Service Center do you consider the most important to your constituents?
5. Other comments on how and what MPPDC could be doing to improve your locality or the region.

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