



MIDDLE PENINSULA
PLANNING DISTRICT COMMISSION

COMMISSIONERS

Essex County
Mr. John Clickener
Hon. Margaret H. Davis
Hon. John C. Magruder

Town of Tappahannock
Hon. Roy M. Gladding

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

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

King William County
Hon. David E. Hansen
Hon. Travis J. Moskalski
(Treasurer)
Mr. Eugene J. Rivara
Ms. Bobbie Tassinari

Town of West Point
Hon. Jack Lawson


Mathews County
Hon. George C. Morrow
Mr. Thornton Hill
Hon. Marion C. Love
Ms. Melinda Conner

Middlesex County
Mr. Gordon E. White
Hon. Wayne H. Jessie, Sr.
Mr. Matthew L. Walker
Ms. Kathleen Swinehart

Town of Urbanna
Hon. Steve Hollberg
Ms. Holly Gailey

Secretary/Director
Mr. Lewis L. Lawrence

MEMORANDUM

TO: MPPDC Board of Commissioners
FROM: Lewis Lawrence, Executive Director 
DATE: July 19, 2018
RE: July Commission Meeting

The Middle Peninsula Planning District Commission will host its monthly meeting on Wednesday, July 25, 2018 at 7:00 p.m. in the Regional Board Room at the Middle Peninsula Planning District Commission office in Saluda.

Enclosed are the July meeting agenda and supporting materials for your review prior to the meeting.

If you have any questions concerning material in your agenda packet, please give me a call at 804-758-2311 or email me at LLawrence@mppdc.com.

I look forward to seeing you on **July 25th**!

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

7:00 P.M.

Wednesday, July 25, 2018

125 Bowden Street

Saluda VA 23149

- I. Welcome and Introductions
- II. Approval of June Minutes
- III. Approval of June Financial Reports
- IV. Executive Director's Report on Staff Activities for the Month of July
- V. MPCBPAA Update
- VI. MPA Update
- VII. Public Comment

AGENDA ITEMS FOR DISCUSSION

- VIII. VEDP Rural Focus, *Christy T. Morton, Vice President, External Affairs, Virginia Economic Development Partnership*
- IX. General Discussion on GoVirginia and WIP 3 Economic Development
- X. Adoption of MPPDC FY19 Indirect Cost Allocation Plan
- XI. Other Business
- XII. Adjournment

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MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

June 28, 2018
Saluda, Virginia

I. Welcome and Introductions

The monthly meeting of the Middle Peninsula Planning District Commission was held in the Regional Board Room at the Middle Peninsula Planning District Commission office in Saluda, Virginia on Wednesday, June 28, 2018, at 7:00 p.m. MPPDC Chairman Thomas Swartzwelder welcomed everyone in attendance.

Commissioners Present

Essex County: John Magruder, John Clickener

King and Queen County: Tom Swartzwelder

Gloucester County: Ashley Chriscoe, Michael Winebarger, Dr. Willy Reay

King William County: Travis Moskalski, Eugene Rivara

Mathews County: Melinda Conner, Marion Love, Tim Hill, G.C. Morrow

Middlesex County: Wayne Jessie, Gordon White

Town of Urbanna: Steve Hollberg, Holly Gailey

Commissioners Absent

Essex County: Margaret "Prue" Davis

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

King William County: Bobbie Tassinari, David Hansen

Middlesex County: Matt Walker, Kathy Swinehart

Town of West Point: Jack Lawson

Town of Tappahannock: Monte "Roy" Gladding

Also in Attendance

Lewis Lawrence, MPPDC Executive Director

Beth Johnson, MPPDC Finance Director

Harrison Bresee III, MPPDC Regional Emergency Planner

Dawn Kirby, MPPDC Secretary

Stephanie Heintz, Consociate Media

II. Approval of May Minutes

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

III. Approval of May Financial Report

Chairman Swartzwelder asked whether there were any questions regarding the May financial report before being approved subject to audit. Beth Johnson, Finance Director noted that the Agencywide Report had listed \$20,554.89 as uncategorized but should show as Federal Revenues. This was corrected after the Commission packet was mailed. There being no questions, Chairman Swartzwelder requested a motion to approve the May financial report with the noted correction subject to

audit. Mr. Moskalski moved to approve the May financial report subject to audit. Mr. Chriscoe seconded the motion; motion carried.

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

Chairman Swartzwelder requested MPPDC Executive Director, Lewie Lawrence review the Executive Director's Report on Staff Activities for the month of June. 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 Commissioners' attention to several items:

- Mr. Lawrence brought the Commission's attention to the new layout of the Commission Packet. The new design was created for ease of access and delivery via email each month.
- Continued working to complete outstanding compliance requirements for Middle Peninsula localities. Based on information provided by EEE in their 5 year Compliance Update Report, research gathered and uploaded to VA Hydro by MPPDC staff, and data that was generated via VA Hydro, most of the compliance requirements have been met. The only compliance requirements that remain for localities include peak day water use by month for various community water systems (CWS). Letters requesting that data have been mailed out and staff will follow up with DEQ.
- Received notice from Mathews homeowner that plantings have failed at project completed in Fall of 2017 and requesting coverage under MPPDC LSIP Insurance Program. Staff will review claim and work with homeowner. Beth Johnson reported the damage to the planting was due to ice and Scott Hardaway, VIMS will be visiting the site to verify the plant damage.
- Presented two talks about Blue Green Infrastructure and Federal, State and Local regulations to manage growth and water quantity and quality issues impacting Rural Coastal Virginia. Talks were given to the Rappahannock River Basin Commission and the Chesapeake Bay & Rivers Association of REALTORS. Mr. Lawrence stated nationwide study on tax revenues precipitated Realtor interest.
- Created letters for public waterfront property owners, including Chesapeake Bay National Estuarine Reserve, Virginia Department of Forestry, Virginia Department of Conservation and Recreation, Virginia Department of Game and Inland Fisheries, Virginia Department of Transportation, National Park Service, Gloucester County, King William County, King & Queen County, Town of West Point, York County and New Kent County. The letters were sent to agency/locality points of contact in order to gather information regarding policies and rules for accessing publically owned lands by water (and by land to access the water) and if the sites identified are locations eligible to be added to the water trail map and discussions. Mr. Lawrence

stated there have been reports of new signage on DGIF owned sites limiting the use to just the launching of boats.

- Received WIP III contract packet, executed and returned to DEQ staff. Signed task order with the Berkley Group to coordinate technical aspects of the WIP III Scope of Work. On June 26th, Lewie Lawrence, Executive Director attended the LGAC meeting in Tappahannock. There is consensus that Bay Clean up needs 10,000,000,000 oysters to meet Chesapeake Bay goals. For economic development, this translates into 1,600 oysters per cage, 6,250,000 cages, 3 workers per 1000 cages and 18,750 workers.
- Discussed denial of financial assistance for septic repair with Middlesex homeowner. Homeowner had previous loan/grant package and defaulted on the loan. Repayment was only made after contact from attorney for collection. Loan Committee denied approval of further loans. Also, DEQ does not allow for new grant within lifetime of previously cost-shared system. Homeowner would not be eligible for grant for 15 months. Sent information to Matt Walker, Middlesex County Administrator regarding denial of assistance to this homeowner.

V. MPCBPAA Update

Mindy Conner, Chairman of the MPCBPAA stated the Authority did not meet this month. However, there are a few potential donations being considered.

VI. MPA Update

Travis Moskalski, Chairman of the MPA provided the Commission with an update on the current activities of the MPA. At its last meeting, materials were finalized. Carlton Revere has written a letter on his company letterhead as a first round of contact introducing the MPA to potential investors. The strategy to market tourism aspect as tourism “Riverloop” was finalized. Brian Ball, Virginia Secretary of Commerce came and visited every locality with the exception of Essex due to time constraints. There was positive feedback and discussion from the Secretary’s visit. The MPA had a productive month and will meet again next month.

VII. Public Comment

None.

VIII. US Coast Guard Report on Channel Markers

Lewie Lawrence, Executive Director shared a letter of response from the Coast Guard addressed to Joe Schumacher which included a 43-page report providing a consolidated list of the status of federal ATONs in Virginia Waterways. The list is a *“visual representation of the federal aid assessment based on the degree of waterway stability within a specific Virginia waterway. This does not mean the Coast Guard will be removing these aids, it simply means these waterways are shoaled in where specified and normal access to our federal aids has been impeded”*. Mr. Lawrence explained that the areas shown in red are considered as shoaled in which means the

Coast Guard can show up and pull markers in those areas at any time as occurred in Mathews earlier this year. Mr. Lawrence also shared a letter from Sen. Lewis, Del. Bloxom and Del. Hodges and addressed to John Reinhart, CEO and Executive Director of the Virginia Port Authority in regards to SB 693, Virginia Waterway Maintenance Fund. The purpose of the letter was to remind the Virginia Port Authority of the intent of SB693 and the budget amendment to support waterway enhancement in rural coastal Virginia. The letter also requested inclusion of representatives, who were instrumental in the drafting and development of SB693, in developing guidelines establishing an application process as set out in Chapter 642. Mr. Lawrence will continue to monitor this closely and keep the Commission informed as apparently the guidelines have already been drafted without any additional input from the legislators.

IX. Landowner Rights: Public Access Legal Enforcement

Lewie Lawrence, Executive Director presented a report titled *“Riparian Rights and Public Trust: Enforcement Authority”* from the Virginia Coastal Policy Center, William & Mary Law School prepared at the request of the PDC. The report *“provides a summary of the law regarding private and public use of property on Virginia’s coast, identify the entities with jurisdictional authority to resolve issues on such property, and analyze different types of conflicts that may arise”*. Mr. Lawrence reviewed Public Trust Doctrine, where the state holds land in trust for public use. He also reviewed three legal concepts of Nuisance, Trespass, Negligence and the different characteristics for when each is applicable. Mr. Lawrence encouraged the Commission to share this report with their local government officials.

X. MPPDC Living Shoreline Incentive Program Update

Beth Johnson, Finance Director provided an update on the Living Shoreline Incentive Program (LSIP) which provides low interest loans to homeowners to incentivize installation of living shorelines and “insurance” on the plants. Interest rates on these loans are pegged at the Wall Street Journal published prime rate at the time of loan approval and can be for a term of up to 10 years. There have been five projects funded to date with four installed and one in progress. Three of those projects are in Gloucester County and two are in Mathews County. Numerous applications have been provided to other homeowners in the region. \$165,500 in total has been lent with \$84,500 in available funds remaining. MPPDC is the only agency in the state providing this program. The window is open to apply for additional capitalization of the RLF. It takes approximately 1 year from the time of application to availability of funds. Mrs. Johnson asked the Commission if they are interested in continuing to provide this program to the Middle Peninsula localities. It was the consensus of the Commission to direct Staff to move forward in applying for funds in order to continue the Living Shoreline Incentive Program. The Commission will have the opportunity later, if the application is approved, to determine if they want to continue the program. Staff are also planning to submit a

NFWF proposal to capitalize the “insurance program”, provide cost-share to homeowners and possibly fund a VIMS supported contractor training class(es).

XI. Report from the MPPDC Nominating Committee and Election of MPPDC Officers

Mindy Conner reported that the Nominating Committee recommended retaining the current slate of officers for another year. Mr. Magruder moved to maintain the current slate of officers for FY19; Ms. Conner seconded the motion; motion carried with Mr. Swartzwelder voting nay.

XII. Other Business

• **Gloucester County Resolution of Support**

Lewie Lawrence, Executive Director directed the Commission’s attention to Gloucester County’s request for Resolution of Support from the MPPDC Commission in support of their SMART Scale application for Bicycle/pedestrian improvements along Rte. 17B – Main Street. Mr. Chriscoe moved to adopt Gloucester County’s Resolution of Support; Mr. Winebarger seconded the motion; motion carried.

• **2018 VAPDC Summer Conference**

Lewie Lawrence, Executive Director provided a handout announcing the 2018 VAPDC Summer Conference to be held July 25-27 in Roanoke, Virginia. Mr. Lawrence encouraged Commissioners to attend this informational event. As in previous years, the Commission will provide financial support for Commissioners interested in attending.

XIII. Adjournment

Chairman Swartzwelder requested a motion to adjourn the meeting. Mr. Moskalski motioned to adjourn; Mr. Chriscoe seconded. The motion carried.

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

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(Secretary)

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Project Financial Report

Middle Peninsula Planning District Commission

Run Date: 07/16/2018

Run Time: 2:37:44 pm

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Period Ending: 06/30/2018

----- Expenditures -----								
Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30013	EE&CBG Project	3,975.00	(0.23)	4,051.60	(76.60)	101.93%	4,592.01	540.41
30109	MPEDRO Staff Support	20,800.38	1,159.89	26,511.90	(5,711.52)	127.46%	24,517.03	(1,994.87)
30111	Blue/Green Infrastructure PDC f	36,140.77	250.85	36,078.07	62.70	99.83%	35,155.64	(922.43)
30115	VHDA Community Impact Grant	30,000.00	(19.68)	6,396.01	23,603.99	21.32%	0.00	(6,396.01)
30170	MPBDP Staff Support	22,213.09	(3.07)	21,052.06	1,161.03	94.77%	23,715.78	2,663.72
30213	FY18 TDM	84,807.00	12,173.17	84,158.47	648.53	99.24%	74,101.27	(10,057.20)
30315	FY18 Rural Transportation Planr	72,500.00	17,862.17	70,262.84	2,237.16	96.91%	37,054.83	(33,208.01)
30420	Onsite Loan Management	168,942.76	120.73	150,625.67	18,317.09	89.16%	184,335.32	33,709.65
30428	WQIF 2016, \$183500 RLF match	216,500.00	5,071.85	86,462.49	130,037.51	39.94%	77,909.62	(8,552.87)
30429	Septic Pumpout 2017/EPA/CFD/	11,082.00	(9.67)	6,888.05	4,193.95	62.16%	6,973.98	85.93
30502	Water Supply Planning	168,132.45	1,948.75	156,421.02	11,711.43	93.03%	160,632.45	4,211.43
31002	GA Lobby FY09	21,450.00	0.00	20,431.34	1,018.66	95.25%	5,752.25	(14,679.09)
31204	Regional Emergency Planning F)	95,000.00	(219.05)	93,330.22	1,669.78	98.24%	94,906.32	1,576.10
31205	MSAT Phones/2016SHSP/CFDA	58,409.00	0.00	58,426.10	(17.10)	100.03%	58,257.51	(168.59)
31206	Regional EOP Gap Analysis/2016	82,851.00	(13.59)	83,004.77	(153.77)	100.19%	82,851.00	(153.77)
31207	MP/NN Mass Casualty Exercise	64,473.00	5,117.29	16,556.88	47,916.12	25.68%	0.00	(16,556.88)
31208	MP/NN Regional Debris Manage	43,000.00	3,505.76	11,843.37	31,156.63	27.54%	535.23	(11,308.14)
31500	Living Shoreline Incentive Progr:	25,830.00	220.98	8,361.02	17,468.98	32.37%	22,498.26	14,137.24
32015	FY17 PAA Staff Support	8,027.46	412.09	8,026.10	1.36	99.98%	8,027.46	1.36
32016	VIMS Living Shoreline/EPA9633:	92,636.80	190.16	35,074.36	57,562.44	37.86%	34,162.42	(911.94)
32017	NAWCA PAA project	75,000.00	14,926.27	18,729.27	56,270.73	24.97%	75,000.00	56,270.73
32138	FY17_Coastal_TA/NOAACZM/CF	60,000.00	0.00	60,551.61	(551.61)	100.92%	60,551.61	0.00
32139	Eco_Business - PAA Match \$33K	47,000.00	(326.36)	48,773.21	(1,773.21)	103.77%	47,627.90	(1,145.31)
32140	FY18 Coastal TA	60,000.00	5,135.95	43,580.03	16,419.97	72.63%	29,764.65	(13,815.38)
32141	WWF_ANPDC	10,000.00	840.16	7,574.57	2,425.43	75.75%	5,000.00	(2,574.57)
32142	ANPDC Ecotourism	47,495.00	5,974.11	31,521.56	15,973.44	66.37%	19,980.07	(11,541.49)
32143	WIP III	0.00	0.00	275.00	(275.00)	0.00%	0.00	(275.00)
32210	WWF Initative/NOAACZM/CFD	50,000.00	(328.48)	51,684.34	(1,684.34)	103.37%	50,507.12	(1,177.22)
38018	FY18 Local Projects	170,904.00	4,764.06	152,528.72	18,375.28	89.25%	199,238.12	46,709.40
Totals:		1,847,169.71	78,754.11	1,399,180.65	447,989.06	75.75%	1,423,647.85	24,467.20

Balance Sheet by Category

Middle Peninsula Planning District Commission

Run Date: 7/16/18
 Run Time: 2:38:31 pm
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Period Ending: 06/30/2018
 Format: 1 Board

Assets:

Cash in Bank	521,628.74
Cash in Bank, Restricted	244,896.21
Receivables	285,891.91
Property & Equipment	6,743.44
Prepaid Pension (Deferred Outflows)	30,454.00

	Total Assets:	\$1,089,614.30
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Liabilities:

Accounts Payable	16,020.44
VRA Loan Payables	261,624.61
Payroll Withholdings	(103.03)
Accrued Leave	45,589.34
Deferred Inflows (VRS)	220,036.00
Net Pension Liabilities	56,917.00
Cost Allocation Control	2,348.67

	Total Liabilities:	\$602,433.03
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Equity:

Local Initiatives/Information Resources	32,030.31
Economic Development	(1,140.20)
Transportation Programs	(43,265.21)
Emergency Management Projects	(26,611.28)
Onsite Repair & Pumpout	25,245.07
Housing	(6,018.01)
Coastal Community & Environmental	(16,391.73)
Public Access Auth Programs	55,360.15
Mandates	4,216.74
Temporarily Restricted	180,190.32
General Fund Balance	283,565.11

	Total Equity:	\$487,181.27
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	Total Liabilities and Equity	\$1,089,614.30
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	Balance:	\$0.00
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Agencywide R&E by Category

Middle Peninsula Planning District Commission

Run Date: 07/16/2018

Run Time: 2:39:07 pm

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Period Ending: 06/30/2018

Format: 1 Agencywide R&E

With Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Over	% Bud
Revenues					
Local Match	0.00	0.00	63,926.06	(63,926.06)	0.00%
Local Annual Dues	109,899.00	0.00	109,899.00	0.00	100.00%
Local Other Revenues	28,524.00	(3,767.00)	51,090.30	(22,566.30)	179.11%
Local Other Organizations	15,000.00	0.00	14,317.05	682.95	95.45%
State Revenues	143,817.00	0.00	141,176.00	2,641.00	98.16%
Federal Revenues	474,620.00	0.00	369,788.11	104,831.89	77.91%
Miscellaneous Income	7,700.00	1,046.20	14,618.26	(6,918.26)	189.85%
RevolvingLoan Program Income	9,000.00	1,000.43	61,713.76	(52,713.76)	685.71%
Revenues	788,560.00	(1,720.37)	826,528.54	(37,968.54)	104.81 %
Expenses					
Personnel	341,895.00	34,381.93	400,429.91	(58,534.91)	117.12%
Facilities	29,678.00	2,915.21	31,132.83	(1,454.83)	104.90%
Communications	5,600.00	150.60	4,691.22	908.78	83.77%
Equipment & Supplies	4,900.00	771.83	1,755.01	3,144.99	35.82%
Travel	10,350.00	304.46	6,011.63	4,338.37	58.08%
Professional Development	9,950.00	1,270.09	12,893.08	(2,943.08)	129.58%
Contractual	323,574.00	30,785.04	224,705.13	98,868.87	69.44%
Miscellaneous	58,685.00	8,174.96	57,557.84	1,127.16	98.08%
Regional Share	0.00	0.00	63,926.06	(63,926.06)	0.00%
Expenses	784,632.00	78,754.12	803,102.71	(18,470.71)	102.35 %
Agency Balance	3,928.00	(80,474.49)	23,425.83		

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**Middle Peninsula Planning District Commission
Executive Director's Report of Regional Progress
July 19, 2018**

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/>

If there is some item that has been removed from the report that you found to be exceptionally useful and would like to have included, please let staff know.

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*

Finance Director: Beth Johnson

Contact Info: bjohnson@mppdc.com (804) 758-2311x22
Programs: *Commuter/ Employer Transportation Services, Septic Repair & Pumpout Assistance, Revolving Loan Programs Administration, PDC Finance & Grants Administration, PAA staff support, MPEDRO Staff support*

Planner 2: Harrison Bresee

Contact Info: hbresee@mppdc.com (804) 758-2311x26 (757) 871-2245 (cell)
Programs: *Regional Emergency Planning*

Planner 2: Jackie Rickards

Contact Info: jrickards@mppdc.com (215) 264-6451 (cell)
Programs: *Environmental Programs, Graphic Arts*

Planner 1: Matt Becker

Contact Info: mbecker@mppdc.com (804) 758-2311x28
Programs: *Rural Transportation Planning*

Secretary: Dawn Kirby

Contact Info: dkirby@mppdc.com (804) 758-2311x21
Programs: *Septic Pumpout Assistance, Facilities Scheduling*

Project 30502 Water Supply Planning

9 VAC 25-780 establishes a planning process and criteria that all local governments will use in the development of local or regional water plans. The plan will be reviewed by the Department of Environmental Quality and a determination will be made by the State Water Control Board on whether the plan complies with this regulation. Within five years of a compliance determination by the board, the plan will be reviewed to assess adequacy and any significant changes will require the submission of an amended plan and review by the board. All local programs will be reviewed, revised, and resubmitted to the Department of Environmental Quality every 10 years after the last approval. The jurisdictions of Essex, King and Queen, King William, Mathews, Middlesex, Tappahannock, Urbanna and West Point opted to prepare a regional plan with assistance from Middle Peninsula Planning District Commission staff and EEE Consulting, an environmental consulting firm. The Regional Plan was completed and submitted to the Virginia Department of Environmental Quality for compliance review by the November 2, 2011 deadline for Regional Plan submission.

- MPPDC Staff received responses regarding peak day water use by month from community water systems (CWS) throughout the Middle Peninsula with the exception of three. The water use data was sent to Tammy Stephenson, who then uploaded the data to VA Hydro. For the three that did not respond including Milford Haven Coast Guard Station (Mathews), Green Branch MHP (Middlesex), and Bush Creek MHP (Middlesex) DEQ was provided with the letters that were sent to the CWS that shows an attempt to gather the data. With this new data uploaded, all localities within the Water Supply Planning area are compliant and have met all of the outstanding compliance requirements. Localities should anticipate a letter from the Virginia Department of Environmental Quality that states their compliance with the Local and Regional Water Supply Planning regulation.
- Drafted and sent letters to the County Administrators and Town Managers that provided an update on the Water Supply Plan update.
- Corresponded with Bill Devear, Mariners Point Villas Community Water System in Middlesex County. He explained that there were no daily readings of the system, but he can provide annual water use data.
- Invoiced localities for FY18 local share.

INFORMATION RESOURCES/ASSISTANCE

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

COASTAL COMMUNITY DEVELOPMENT/ ENVIRONMENTAL

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

Project 32015 - Staff Support to Middle Peninsula Chesapeake Bay Public Access Authority (MPCBPAA)

Middle Peninsula Chesapeake Bay Public Access Authority Special Project – Support of Executive Order 23, Goal 8 Coastal Management Coordination Public Access: Continue implementation of adopted annual work program, including identifying land, either owned by the Commonwealth or private holdings that can be secured for use by the general public as a public access site; researching and determining ownership of all identified sites; determining appropriate public use levels of identified access sites; developing appropriate mechanism for transferring title of Commonwealth or private holdings to the Authority; developing appropriate acquisition and site management plan. This Program allows the Authority to function by supporting the individual projects and operations of the Authority, as well as, by responding to daily requests for assistance from local government staff.

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

Project 32016 - VIMS Living Shoreline

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.

- Scheduled and participated in site visit with National Fish and Wildlife Foundation and Headwaters LLC staff and VIMS Shoreline Studies Program staff to view NFWF funded living shoreline demo projects at Captain Sinclair's Landing Recreation Area. NFWF has provided funding through grants to MPPDC for VIMS SSP to install several shoreline projects, the latest being several oyster bag sills. VIMS SSP staff will continue to monitor these living shorelines to determine their efficacy in particular sites to provide shoreline stabilization and habitat restoration.

Project 31500 - Living Shoreline Incentive Program RLF

This program provides low interest loans to homeowners to install living shorelines as defined by § 28.2-104.1 of the Code of Virginia: "Living shoreline" means a shoreline management practice that provides erosion control and water quality benefits; protects, restores or enhances natural shoreline habitat; and maintains coastal processes through the strategic placement of plants, stone, sand fill, and other structural and organic materials. Revolving loan program capitalization provided through an interest free loan from the Virginia Clean Water Revolving Loan Fund through the Virginia Resources Authority.

- Closed on Gloucester project. Construction has begun.
- Discussed "Insurance Program" requirements with Gloucester homeowner and contractor. Received notice from contractor that the failure was more that of the installation and grid system used than the plants. Contractor intends to correct deficiencies and recommends MPPDC wait on settling claim with homeowner and consider extending insurance program from date of new installation. Homeowner agreed and will provide completion statement.
- Presented update to the Commission at the June meeting on the Living Shoreline Incentive Program. Commission authorized staff to prepare application for additional funding. Commission will make a determination as to whether to continue the program later in the fall if funding is approved.
- Prepared and submitted proposal for additional \$250,000 VCWRLF funds to capitalize MPPDC Living Shoreline Incentive Revolving Loan Program.
- Received invoice for Gloucester living shoreline plantings. Project was installed last fall, but plants were installed this summer.
- Consulted with Glenda Brooks, Middlesex Title regarding documents needed for loan closings.
- Consulted with Gloucester client regarding drawdown for construction. Processed invoice and made arrangements to garner needed signatures off-cycle.
- Consulted with Gloucester client regarding "Insurance Program" requirements.
- Consulted with Stephanie Jones, Virginia Resources Authority regarding article in VRA e-newsletter on MPPDC Living Shoreline Program.
- *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.*
- **Remaining uncommitted funds - \$74,984**

Project 32017 – NAWCA PAA Acquisitions

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

- Consulted with Glenda Brooks, Middlesex Title regarding documents needed for loan closings.

Project 32140 – Virginia Coastal TA FY18

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.

- Corresponded with Steve Living, Virginia Department of Game & Inland Fisheries regarding new signs at local boat ramps and he provided the following response:

“Thank you for contacting us with your concerns regarding the change in allowed uses at some of the Department of Game & Inland Fisheries (DGIF) Boating Access piers. Our boating access facilities are constructed to allow for the launching and landing of watercraft. They were designed to allow boaters to tie up and load and unload boats. In the past, we have allowed fishing from some of our Boating Access piers. Recent incidents at our boating access facilities have made it clear that we cannot safely allow fishing from our Boating Access piers. We cannot equip them with required safety features such as railings, without interfering with the intended use of the facility to launch and land boats. DGIF does maintain a number of fishing piers as do some localities. These purpose-built structures allow anglers to engage in fishing safely and conform to all relevant safety and building codes in a way a Boating Access pier simply cannot. The majority of our Boating Access sites offer at least some bank fishing opportunities. In addition, the DGIF will continue to evaluate existing fishing opportunities and seek to establish new fishing piers where demand and budgets indicate. I appreciate that the loss of use of the Boating Access pier for angling is frustrating for those who have come to rely on them. As an Agency, our first obligation must be the safety of our constituents as we seek to provide access to Virginia’s natural resources”.

- Consulted with Kelly Ward, DEQ Project Officer for the Clean Water Financing Program concerning living shoreline revolving loan financing and the Middle Peninsula Planning District Commission’s future balance sheet and debt obligation to implement a Commonwealth clean water strategy. Discussed long term strategy to balance financial risk versus Commonwealth’s goal for clean water.
- Consulted with Scott Hardaway, Director for the Shoreline Studies Program located at the Virginia Institute of Marine Science concerning questions regarding living shoreline failures and planting seasons.
- Consulted with Mary Carson, Wetlands Watch concerning FEMA’s new program for mitigation and reconstruction. The program is intended to drive new construction over elevating old construction and support enhancement and expansion of the local tax base.
- Consulted with Suzan Bulbulkaya with the Department of Conservation and Recreation concerning conservation tax credits and the donation of marina property to the Public Access Authority. Discussed questions regarding business structure in relation to tax credits. DCR advised the business structure was possible. PDC staff requested written confirmation. DCR suggested PDC staff inquire with the Attorney General’s office as DCR does not oversee tax policy.
- Consulted with Elizabeth Andrews, Director for the Virginia Coastal Policy Center concerning various state agency regulations that may be acting as barriers to citizens interested in addressing chronic flooding and sea level rise.
- Consulted with a Mathews County resident concerning questions related to aquaculture permitting.
- Toured the Oyster Company of Virginia high pressure processing oyster equipment located in Toppling.

The HPP equipment opened 200 oysters in 3 minutes with no shell damage and maintained 100% of oyster nectar. The machinery uses 65,000 pounds per square inch to pressure open oysters.

- Convened the July meeting of the Local Government Administrators. Agenda items included WIP III, GoVirginia, and a lengthy discussion about the role VDOT plays in permitting economic development. Outcome was to request a work session with VDOT staff to better understand how traffic volume and design requirements are determined for different types of commercial projects.
- Attended a meeting at the College of William & Mary's Virginia Coastal Policy Center with VMRC and VDEM to discuss how to more efficiently permit nature based storm surge/flooding protection projects to manage storm surge and flooding.
- Consulted with Bruce Vogt, NOAA Ecosystem Science and Synthesis Manager concerning possible Mobjack Bay restoration project around the Guinea Marsh Islands.
- Attended a meeting called by Sen. Lynwood Lewis concerning the Virginia Waterways Management Fund to review the draft guidelines for the new dredging grant application program developed by the Virginia Port Authority. Suggested modifications to grant language to better match the needs of Rural Coastal Virginia.
- Consulted with Russ Burke, Principal Officer for Biogenic Reef, LLC. This company specializes in biogenic reefs as a type of offshore living shoreline and oyster castles. Discussed applicability for high energy environments as a tool to combat storm surge risk and the relationship with FEMA repetitive loss structures.
- Consulted with Tony Watkinson, Chief of Habitat for the Virginia Marine Resources Commission concerning permitting process for resiliency projects and storm surge suppression around the Guinea Marsh Islands.

Project 32141 – Working Waterfront Zoning and Coastal Living Policy Development

MPPDC staff in partnership with Accomack-Northampton PDC and the Northern Neck PDC will work to develop a legislative brief for the 2018 General Assembly Session. Also staff will work with localities to develop working waterfront zoning and coastal living policy language. This work will then be shared with interested Board of Supervisors, Town Councils and the general public.

- Reviewed outreach material for preserving working waterfronts in Virginia created by Shannon Alexander, ANPDC. Provided edits and feedback.

Project 32142 – ANPDC Ecotourism

This project is a collaboration between rural PDCs (ANPDC, NNPDC, and MPPDC) to develop and expand watertrails within each region. MPPDC staff will focus on developing watertrails on the York River, Pamunkey River, Mattaponi River and the Mobjack. MPPDC staff will also work with PDCs to create an interactive itinerary tool and to develop an overall Rural Coastal Virginia Water Trails theme/brand.

- Corresponded with Steve Living, Virginia Department of Game & Inland Fisheries regarding DGIF boat ramp locations and their incorporation into the water trail. Mr. Living explained that the DGIF sites can be used as corridors to get to and from the water. He also explained that each site is different and each will need to be considered separately.
- Created a matrix of potential access locations for the water trail and answered the following questions for each site:
 1. Can paddlers, already in water, stop and walk on the property?
 2. Can users drive to the property, park and enter the water (hand launch)?
 3. Can someone paddle to the property and camp?
 4. Can someone drive to the property and camp?

This helps provide information on those sites that can be utilized and how.

- Corresponded with Michael Steen, York County Watermen’s Museum regarding the development of a water trail on the Mattaponi, Pamunkey and York Rivers. He had some insight regarding past work and partners eager to create a water trail within the region. Provided contact information for the Mattaponi and Pamunkey River Association.

Project 32143 – WIP III

In support of the Chesapeake Bay Phase III Watershed Implementation Planning (WIP) efforts, the Virginia Department of Environmental Quality, in cooperation with the Chesapeake Bay Program Partnership and other state and federal partners, has made grant funds available as authorized in the federally-funded 2017 Commonwealth of Virginia Chesapeake Bay Regulatory and Accountability Program (CBRAP) Work Plan approved by EPA. Virginia’s Planning District Commissions (PDCs), as authorized in the Code of Virginia (§15.2-4207), encourage and facilitate local government cooperation and state-local cooperation in addressing on a regional basis problems of greater than local significance, specifically in the functional area of environmental management. The intent of this project initiative is for each Virginia Planning District Commission (PDC) covering Chesapeake Bay watershed localities to convene locality and regional officials, staff and stakeholders to provide input and recommendations for meeting Local Area Planning Goals (LAPGs) in accordance with the DEQ-provided “Outline for Local Area Planning Goal Initiative”.

- Consulted with Susan Hale, DEQ regarding CFDA # for WIP III contract.
- Consulted with various Middle Peninsula code compliance officials to determine if building permits are required for living shorelines or if inspections are done when construction is completed. No inspections are done and no completion statement is required.
- Consulted with Eric Olson, Executive Director for the Virginia Contractors Board concerning warranty work for living shorelines and other marine related construction projects.
- Attended the WIP III Local Government Advisory Committee meeting to discuss Chesapeake Bay implementation strategies and concerns – opportunities expressed by local elected officials. Ann Jennings, Assistant Secretary for Natural Resources was in attendance and noted concerns expressed by Middle Peninsula elected officials.
- Reviewed the BMP input deck provided by DEQ staff for Middle Peninsula WIP III process. Noted the omission of in-water BMP’s such as biogenic reefs, offshore living shorelines, and aquaculture/oyster reefs. Requested clarification as to omissions.
- Initiated the development of a first draft for the WIP III strategies for economic development and water quality improvement across the rural coastal Middle Peninsula.

TRANSPORTATION

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

Project 30213 - Transportation Demand Management (TDM) Services

This program assists local commuters and employers with transportation issues. The main emphasis is on lowering the number of single occupancy vehicle commutes within and from the Middle Peninsula region through marketing and promotion of the program through local media and provision of ride matching services to commuters.

- Received registration for a Charles City resident commuting to Williamsburg. No match available. Referred to TRAFFIX for assistance.
- Attended DRPT Post-Award Workshop via webconference.
- Consulted with Consociate Media regarding updates to Bay Transit Bus Wrappers. Approved new design and forwarded to Mike Stephens, Bay Transit.
- Received inquiry from commuter regarding Aylett to Richmond vanpool. Referred to Ridefinders.

- Updated website – www.midpenrideshare.org
- **Current commuter database – 158**

Project 30315 – Rural Transportation Planning

This program provides rural transportation planning services through the Rural Transportation Planning Work Program which outlines specific tasks and goals to guide the rural planning of transportation services.

- Reviewed the USCG report of Virginia’s Channels in regards to the MPPDC area and incorporated the report and the Waterway Maintenance Fund. Included in LRTP update and Local Planners Meeting in June.
- Reserached VDOT’s Recreational Access Program upon request of MPPDC Executive Director.
- Consulted with Joyce McGowan, VDOT regarding a VDOT owned property at the terminus of Route 650 in Gloucester County. Property is adjacent to land recently acquired by the Middle Peninsula Chesapeake Bay Public Access Authority.
- Reviewed service provided by Bay Transit for inclusion in the LRTP update. Reviewed DRPT Coordinated Human Service Mobility Plan (2013) for the MPPDC. Included information in LRTP update.
- Updated the plans that the 2012 LRTP version referenced.
- Downloaded and edited demographic data at the census tract and block group levels to develop into GIS maps for the LRTP.
- Created a map from data provided by Dominion Power for addresses with their power turned off (suggests that they are vacant properties). Map could be used for transportation purposes to explain traffic counts on roadways with a heavy presence of vacancy.
- Prepared for and conducted the monthly Local Planners Meeting on June 27th. Facilitated discussion and took notes for the meeting minutes. Met with Linda LaSut of VDOT to discuss the LRTP update process.
- Sent out meeting Minutes from the June 27th Local Planners Meeting.
- Consulted with Linda LaSut, VDOT in regards to data requests for the LRTP update.
- Finalized draft of RTP final report.
- Worked on GIS Demographic mapping for LRTP.
- Secured ridership data from Bay Transit and updated LRTP.
- Sent out “current projects” from 2012 LRTP to local planners.
- Downloaded employment data for map of commuting patterns among MPPDC residents.
- Researched MPPDC comp plans for LRTP update of Bike/Ped section.
- Updated LRTP existing conditions section with Bike/Ped current conditions references in each localities comprehensive plan.
- Updated Land Use and Future Growth section of LRTP by consulting each localities’ comprehensive plan.
- Created waterways section in the LRTP.
- Sent out email to Local Planners group with information on qualifying projects for LRTP update and VDOT data.

- Sent emails to the Essex County Department of Emergency Services, Fire Department, and Tappahannock Police to ask for input on LRTP update. Sent email to Gloucester County Economic Development Department to ask for input on LRTP update. Sent email to Middlesex County Emergency Services for input on LRTP update. Sent email to Mathews County Fire Department and Emergency Services for input on LRTP update. Called Sheriff’s Department. Sent email to King and Queen County Emergency Services Coordinator, Economic Development and Sheriff’s Office for LRTP update input. Sent email to King William Sheriff on LRTP update input.
- Contacted Valent Lassiter, DEQ to request setting up a DEQ training opportunity at a Local Planners Meeting.
- Began comparing working waterfronts infrastructure to USCG report of shoaled in creeks.
- Determined how much working waterfront infrastructure is located on each creek affected by shoaling.
- Consulted with Gary Mitchel of Essex County concerning inclusion of a multi-use path project in Essex County along Hobbs Hole Drive to be included in the LRTP update.
- Consulted with VDOT concerning setting up a joint “Locality Day” meeting in August for an information sharing session on transportation related topics and the LRTP update.
- Prepared and submitted final quarterly financial report and reimbursement request to VDOT.

ONSITE REPAIR & PUMPOUT

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

Project 30420/30428 - On-Site Technical Guidance Assistance and Revolving Loan Program

The On-Site Technical Guidance Program aids the Middle Peninsula localities and residents in the technical understanding and implementation of approaches to address On-Site Disposal Systems and improve water quality by assisting local homeowners with repairing failing septic systems through low-interest loans and/or grants. In addition MPPDC received funding under the Water Quality Improvement Fund (WQIF) to provide grants to low to moderate income Middle Peninsula and New Kent County homeowners to repair failing septic systems impacting water quality and health in the region. Grants can be paired with loans from the MPPDC Onsite Wastewater Revolving Loan Fund to provide matching funds as required. It is anticipated this funding will be used to provide assistance to 20-27 homeowners.

- Consulted with Crystal MacWelch, Millers Septic regarding status of Gloucester septic repair. Client needs to provide permit and estimate(s). Also discussed new client and provided link to application.
- Consulted with Gloucester homeowner regarding septic repair program and emailed application.
- Consulted with another Gloucester homeowner regarding septic program and mailed application.
- Consulted with Nick, Millers Septic regarding estimate for Gloucester repair. Need copy of permit to finalize application.
- Consulted with Gloucester homeowner regarding next steps – waiting on estimate and permit to finalize application.
- Consulted with Mathews homeowner – engineering complete, waiting on permit and estimate.
- Prepared and submitted quarterly report, financial report and reimbursement request for WQIF grant funds to DEQ.
- Consulted with Mike McMahon, Gloucester Health Department regarding permit for Gloucester repair. Homeowner needs to engage services of an engineer or AOSE to design system.
- Consulted with Brian Purvis, King William County regarding septic issues at Mount Olive. A homeowner is having issues with her portion of a community system. County will no longer pay to

provide repair services. Discussed limitations on funding availability, but encouraged him to provide her with an application. Provided link to application.

- Convened MPPDC Loan Committee to review Gloucester application. Project approved for \$6000 in funding – 75%, grant - \$4500, loan of \$1500. Loan closing on 7/2/18.
- Consulted with Tammy Faulkner, Gloucester Health Department regarding Gloucester homeowners who are replacing a mobile home and may need a voluntary upgrade to the existing septic system. Discussed program requirements and the need for residents to own the property.
- Consulted with Tammy Faulkner, Gloucester Health Department regarding OP for completed repair.
- Consulted with Kristal Reiner, Church View Septic regarding pending Gloucester repair. Client needs to provide permit and estimate(s) to complete application process.
- Consulted with Mathews client regarding loan pay-off.
- Consulted with Gloucester homeowner regarding estimates.
- Received call concerning elderly K&Q resident in need of pumpout assistance. Resident has no current septic issues, can't afford to be reimbursed through Septic Repair program and has asked to be added to waiting list to be contacted when pumpout funds become available.
- Received call from Essex County resident, currently on the waiting list, following up on availability of pumpout funds. Resident can't afford to be reimbursed through Septic Repair program and asked to remain on the waiting list.
- *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 – \$94,123 in loan funds, \$80,147 in grant funds.**

ECONOMIC DEVELOPMENT

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

Project 30115 - Blue/Green Infrastructure

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

- Met with Andy Lacatell, Virginia Chesapeake Bay Director for The Nature Conservancy. Discussed partnership opportunities for blue and green infrastructure, WIP III, oyster reefs, and public outreach efforts.
- Participated in a webinar titled “Exploring Nature-Based Mitigation for Flood Control” sponsored in part by FEMA.
- Consulted with Morrie Radford, FEMA Region 3 liaison concerning repetitive loss structures and FEMA's interest in natural solutions for storm resiliency.
- Consulted with Joan Salvati, Chesapeake Bay Local Government Assistance Program Manager concerning Bay Act provisions in relation to living shorelines that may be installed for reasons other than erosion.
- Consulted with Lewie Lawrence, MPPDC Executive Director concerning EDD application.

- Drafted an MOU that outlines the terms of agreement between the Middle Peninsula Chesapeake Bay Public Access Authority (MPCBPAA) and the Middle Peninsula Alliance (MPA) to empower the MPA to handle business and economic development activities on MPCBPAA land assets.

Project 301702 - Small Business Revolving Loan Fund

MPPDC agreed to service Middle Peninsula Business Development Partnership's (MPBDP) Small Business Loan Portfolio after MPBDP's dissolution November 30, 2011. MPPDC established a revolving loan fund and staff initiate ACH loan payments from clients bank accounts and manages the accounts. Principal repaid will be held until the Commission determines the best use for these funds as allowed by the USDA (RBEG) original lending restrictions. Interest earned will be used to offset administration costs.

- *Executed ACH loan payments for MPBDP loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients' bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 15th of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12th of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.*
- ***Funds available – \$138,651***

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

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

- Prepared vouchers, processed A/P, processed deposits and balanced bank account. Prepared monthly financial statements.
- Consulted with Liz Povar, Principal Officer regarding FY19 budget and PamunkeyNet project budget.
- Consulted with Liz Povar, Principal Officer regarding public/private entity requirements regarding public notice and FOIA. The Freedom of Information ACT states that if an entity receives most of its funding from public sources it must abide by public meeting and FOIA requirements (2.2-3701).
- Prepared MPA Board meeting minutes, printed monthly meeting materials, placed monthly reminder calls and provided Liz Povar, MPA Principal Officer with the anticipated attendance.

LOCAL INITIATIVES

Funding - local dues, PDC base-funding from VDHCD and/or MPPDC General Fund. Funding for specific projects may come from locality requesting assistance.

Project 380191 - Local & Regional Technical Assistance

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

- Attended a webinar hosted by the National Fish and Wildlife Foundation (NFWF) regarding their National Coast Resilience Fund.
- Reviewed two requests for proposals from the National Fish and Wildlife Foundation (NFWF), including the Innovative Nutrient and Sediment Reduction Grants and the Small Watershed Grants.
- Researched ways to monetize blue and green infrastructure.
- Attended a meeting with Congressman Rob Wittman on Friday, June 29th in the Gloucester County Emergency Management Office. Discussed the challenges and achievements of Emergency Management and First Responders in the 1st District. Representatives from the Emergency Management Community in Gloucester, King William, Mathews, Essex Counties were in attendance.
- Met with current and exiting staff from VDEM Region 5 to discuss transition plans during the vacancy period for the Region 5 planner and the Disaster Relief and Response Officer who resigned this Spring.

VDEM Region 5 will have one DRRO (full staff is 2) and one Chief available for County Support until the positions are filled.

- Consulted with Jackie Rickards regarding living shorelines program for background information for NFWF proposal.
- Registered several Commissioners to attend VAPDC Summer Conference in July. Three Commissioners will attend.
- Sent out report on Public Trust Doctrine to MPPDC planners.
- Created an ARCGIS online map with FEMA data.
- Completed GIS map of protected Open Spaces for ECCA Magazine.
- Consulted with ESRI about updating the MPPDC's GIS system.
- Received call concerning elderly Middlesex resident with a failed well. Provided caller with SERCAP contact information.

Project 31002 – GA Lobby

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

HOUSING

Funding –Housing Loan Program Income

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

The program emphasizes a community-based approach to help meet energy and climate protection goals. MPPDC was awarded a contract to provide weatherization renovations to 12 homeowners ineligible for LMI weatherization programs in each of the 6 counties. MPPDC subcontracted the promotion and construction portions of this project to Bay Aging but was tasked with administering the overall project. MPPDC is administering the revolving loan program per DMME.

- *Executed ACH loan payments for MPBDP loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients' bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 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 = \$40,086***

Project 30115 – VHDA Community Impact Grant

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

- Requested a second set of data from Virginia Dominion Power of residential structures without power for more than one year. The first set of data provided, appeared to be incorrect or a partial data set. Requested second data set using different search criteria.

EMERGENCY SERVICES

Funding - Pending

Project 31207 – MP/NN Mass Casualty Exercise

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

- Met with the Emergency Managers of Gloucester, Mathews, King William and Middlesex Counties to discuss the goals and objectives for the exercise.
- Met with Middlesex County Department of Social Services Director and Middlesex County Emergency Manager to discuss details on the exercise shelter staffing and location.
- Completed quarterly report for the MP/NN Mass Casualty Exercise grant.
- Prepared and submitted quarterly financial report and reimbursement request to VDEM.

Project 31208 – MP/NN Regional Debris Management Plan

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

- Continued to review Debris Management Plans from various Virginia localities and other states.
- Peer reviewed 9 State Homeland Security Grant (SHSP) applications for the 2018 grant cycle. The grants covered requests for COOP plan development, Community Emergency Response Team (CERT) training, first responder safety equipment, and communications equipment. The SHSP grants will be awarded in September 2018.
- Completed the quarterly report for the MP/NN Regional Debris Management Plan.
- Prepared and submitted quarterly financial report and reimbursement request to VDEM.

AGENCY ADMINISTRATION

Funding - Indirect cost reimbursements from all PDC projects

MPPDC Administration

Administrative services provided to MPPDC programs. Planned FY18 Indirect Cost rate =58.9%.

- Consulted with Michael Aukamp, Dunham, Aukamp & Rhodes to schedule FY18 Audit site visit for August 28.

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)

Hurricane Evacuation Coordination Workgroup: The Hurricane Evacuation Coordination Workgroup is comprised of state and local emergency representatives tasked with finding solutions to fill in the gaps in the Commonwealth's and Locality's plans to respond to a Major Hurricane Evacuation.

Shelter Location Identification Subcommittee of the Hurricane Evacuation Coordination Workgroup: Local and state experts tasked with identifying state and local shelter locations that can meet the needs of individuals with access and functional needs. A recent federal court ruling indicates that prior knowledge of shelter locations allows for more complete personal preparedness planning.

Shelter Staffing Subcommittee of the Hurricane Evacuation Coordination Workgroup: Local and state experts tasked with recommending solutions to alleviate staffing limitations in emergency shelters.

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.

Stakeholder Advisory Group for fees related to the consolidated Virginia Erosion and Stormwater Management Program: Item 8 of Chapters 68 and 758 of the 2016 Acts of Assembly directed Virginia Stormwater Management Program Authorities and Virginia Erosion and Sediment Control Program Authorities to submit information to DEQ by August 1, 2016 and directed DEQ to conduct its evaluation based on revenues and resource needs from July 1, 2014, to June 30, 2016.

Opportunities Identified to Implement Commission Priorities

Service Center	Project Title and Description	Funding Requested	Status
Environmental	NFWF TA Service Provider	n/a	Approved
Environmental	DEQ – NPS Septic Repair WQIF grants to homeowners	\$200,000	Extended
Environmental	CZM – ECO PAA Dragon Run	\$40,000	Funded
Environmental	NFWF – PAA Living Shoreline Oyster Bag Sills & Monitoring (VIMS)	\$96,637	Funded
Emergency Mgmt	VDEM – Middle Peninsula/Northern Neck Mass Casualty Functional Exercise	\$64,473	Funded
Emergency Mgmt	VDEM – Homeland Security Middle Peninsula/Northern Neck Regional Debris Mgmt Plan	\$43,000	Funded
Environmental	NAWCA Acquisitions	\$75,000	Funded
Economic Dev	CZM Legal Research	\$7,000	Submitted
Environmental	CZM FY18 Coastal TA	\$30,000	Funded
Environmental	CZM ANPDC WWF	\$10,000	Funded
Housing	VHDA – Community Impact Grant	\$30,000	Funded
Environmental	CZM ANPDC Ecotourism	\$39,263	Funded
Transportation	DRPT -FY19 TDM Operating	\$67,846	Funded
Transportation	DRPT – TDM Marketing Research and Design	\$20,000	Funded
Environmental	CZM – Coastal Technical Assistance – FY19	\$30,000	Submitted
MPCBPAA	Virginia Outdoor Foundation – Captain Sinclair Easement/Improvements	\$180,000	Approved
Environmental	CZM ANPDC Ecotourism	\$38,263	Submitted
Environmental	CZM NNPDC WWF	\$5000	Submitted
Environmental	CZM Dredging	\$50,000	Submitted
Environmental	CZM Rural Enhancement Authority	\$10,000	Submitted
Transportation	VDOT – RTP FY19	\$58,000	Funded
Local	Urbanna Comp Plan Update	\$15,000	Submitted
Emergency Mgmt	Re-Entry and Access Authorization Plans	\$44,050	Submitted
Emergency Mgmt	Regional Emergency Planner Position	\$49,500	Submitted
Environmental	Virginia CWF Funding – Living Shoreline Capitalization	\$250,000	Submitted

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