



COMMISSIONERS

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

Town of Tappahannock
Hon. Roy M. Gladding
Mr. James W. Sydnor

Gloucester County
Hon. Ashley C. Chriscoe
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
Mr. Mark K. Reeter

Town of West Point
Hon. Paul T. Kelley

Mathews County
Hon. O. J. Cole, Jr.
(Vice Chairman)
Mr. Thornton Hill
Hon. Jack White
Ms. Melinda Conner


Middlesex County
Mrs. Trudy V. Feigum
Hon. Wayne H. Jessie, Sr.
Hon. John D. Miller, Jr.

Town of Urbanna
Hon. Steve Hollberg

Secretary/Director
Mr. Lewis L. Lawrence

MEMORANDUM

TO: MPPDC Board of Commissioners

FROM: Lewis Lawrence, Executive Director 

DATE: June 21, 2017

RE: June Commission Meeting

The Middle Peninsula Planning District Commission will host its monthly meeting on Wednesday, June 28, 2017 at 7:00 p.m. in the Regional Board Room at the Middle Peninsula Planning District Commission office in Saluda.

Enclosed are the June 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 **June 28th**!

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Middle Peninsula Planning District Commission
Meeting

7:00 P.M.

Wednesday, June 28, 2017

125 Bowden Street

Saluda VA 23149

- I. Welcome and Introductions
- II. Approval of May Minutes
- III. Approval of May Financial Report
- IV. Executive Director's Report on Staff Activities for the Month of June
- V. Public Comment

AGENDA ITEMS FOR DISCUSSION

- VI. 2017 Middle Peninsula CEDS Update and Motion for Submittal for EDD District Designation
- VII. Go Virginia Region 6 Discussion
- VIII. General Discussion: Mathews County Withdrawal from Regional Water Supply Plan
 - o Compliance
 - o Temporal Alignment of Plan Content
 - o Permission to Use Plan Content
 - o Other Issues
- IX. Other Business
- X. Adjournment

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MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

May 24, 2017
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, May 24, 2017, at 7:00 p.m. MPPDC Chairman Thomas Swartzwelder welcomed everyone in attendance.

Commissioners Present

Essex County: John Clickener, John Magruder

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

King William County: Travis Moskalski, Eugene Rivara, David Hansen

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

Mathews County: Tim Hill, O.J. Cole, Jr., Melinda Conner

Middlesex County: Trudy Feigum, Wayne Jessie

Commissioners Absent

Essex County: Margaret "Prue" Davis

King and Queen County: Sherrin Alsop

King William County: Mark Reeter

Middlesex County: Jack Miller

Mathews County: Jack White

Town of West Point: Paul Kelley

Town of Tappahannock: Monte "Roy" Gladding, James Sydnor

Town of Urbanna: Steve Hollberg

Also in Attendance

Lewis Lawrence, MPPDC Executive Director

Beth Johnson, MPPDC Finance Director

Harrison Bresee III, MPPDC Regional Emergency Planner

Dawn Kirby, MPPDC Secretary

Delegate Keith Hodges

Citizens

II. Approval of April Minutes

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

III. Approval of April Financial Report

Chairman Swartzwelder asked whether there were any questions regarding the April financial report before being approved subject to audit. There being no questions, Chairman Swartzwelder requested a motion to approve the April financial report subject to audit. Ms. Conner moved to approve the April financial report subject to audit. Mr. Winebarger seconded the motion; motion carried.

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

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

- The Middle Peninsula PDC General Services Agreement - member localities interested in commissioning PDC staff to provide professional services to update the State mandated Middle Peninsula Water Supply Plan had until May 15 to take action on this agreement. The agreement is optional and local governments can choose to use the PDC for the update or handle compliance deficiencies recommended for the update on their own. To date, almost all localities have reported back with Mathews County choosing to update on their own. The plan should ramp up over the next 18 months.
- The Living Shoreline Incentive Program RLF has had a tremendous response since its inception. Currently, one application has been approved and one is pending with many more applications in the queue. There have been numerous inquiries from residents of outside localities but due to limited funding, only residents within the PDC jurisdiction are eligible. It may be possible for the PDC to serve as a model for outside localities in an effort to expand the program and its benefits.
- Staff attended the DEQ Phase III Chesapeake Bay TMDL Staff Workshop held at King and Queen County Public Library. Phase III WIP is due April 2019 and will focus more on engagement with localities – identifying actions and practices to be implemented 2018-2025, accounting for climate change and the Conowingo Dam closing in Maryland, growth, and developing plans below statewide goals. No regulatory requirements for localities to do anything BUT if goals are not met through voluntary action, that could change. The state needs to have the draft state WIP to EPA by December 2018. DEQ is asking what resources do localities need to implement their local strategies? Localities will be asked to participate in meetings, identify and report existing BMPs, continue with permitting requirements, identify pollutant reductions that are implemented, and take advantage of funding opportunities to implement strategies. The Chesapeake Bay Model now allows nonmonetized credits for shoreline management practices. There will be some credit given for practices implemented since 2014 including living shorelines and even for riprap and rock revetments, but none for bulkheads or breakwaters unless they include plantings.

- The MPCBPAA Eco-Business program documents have been updated with new application submission dates. MPCBPAA will accept applications on a rolling basis. Eco-Business program documents will be placed on the MPCBPAA website. A splash page was drafted that will introduce the program to the public and officially open the application process for entrepreneurs.
- Mr. Lawrence reported the Onsite Repair and Pumpout program has had a lot of activity with 22 pumpout applications mailed, 11 vouchers conveyed and 4 completions to date.
- The PDC drafted a resolution for localities to support the MPPDC in its application to designate the Middle Peninsula region of Virginia as an economic development district through the U.S. Economic Development Administration. Mr. Lawrence pointed out this program is zeroed out on President Trump's proposed budget. The PDC can submit an application but funding may not be available.
- The Pamunkey Tribe Broadband Management Team met to discuss work to be performed by Design Nine to provide technical design and cost estimates for a Middle Peninsula Broadband system to provide wireless coverage to the region. Design Nine will conduct an assessment of each county's 911 system and assets. Working from the King and Queen model, the system would be run by the Pamunkey Tribe. RCC could provide training for a local workforce to maintain the system. Marketing and awareness will be key to the success of any local/regional system. There is 90 days to complete the project. The team will look at different solutions and partnerships. Mr. Lawrence mentioned that HB1686, permitting Indian tribes recognized by the federal government to join planning district commissions as members, will take effect July 1. Mr. Lawrence will extend an invitation to the Pamunkey Tribe to attend one of the Commission meetings.
- PDC staff developed a draft MSAT Satellite Telephone Asset Transfer Agreement and submitted to localities for review. Once finalized, the regional emergency planner will assign satellite telephones to localities, schedule a training and equipment distribution meeting for Emergency Managers, and activate the service. The grant provides for 2 years of service.

V. Public Comment

None.

VI. Discussion of FEMA Floodplain Permitting Issues

Executive Director Lawrence gave an overview of the proposed changes to the FEMA Guidance for Floodplain Permitting and the VA Department of Conservation and Recreation's Floodplain Management Ordinance. Mr. Lawrence explained the

Review, Assess, and Document (RAD) process and what the proposed changes will mean to local government and its citizens. FEMA is moving towards a more rigorous permitting process for all “Man Made Changes” within flood prone areas.

VII. Report on the Rural Coastal Summit and Open Discussion

Delegate Keith Hodges reported that the Rural Coastal Summit had an excellent turnout with over 100 people in attendance with almost every coastal locality being represented. Also in attendance were Rep. Rob Wittman and Sen. Tim Kaine. Del. Hodges referred to the Summit as an excellent educational opportunity with its main purpose of gaining local attention being served. The next step is a motion or vote from local governments to join the Rural Coastal Virginia Community Enhancement Authority. Del. Hodges will draft a sample resolution to be presented to local governments over the next few weeks.

VIII. Report from the Nominating Committee

January 2017 Commission Meeting Minutes - On a motion by Mr. Hill and seconded by Mr. Rivara, the Commission will maintain the current slate of officers for FY18. Mr. Hill so moved; Mr. Rivara seconded the motion; motion carried.

IX. Report from the Budget & OPD Committee

- Lewie Lawrence, Executive Director provided a handout and briefed the Commission on the President’s FY2018 Budget Request which includes the elimination of many Environmental, Community and Economic Development Programs. Mr. Lawrence explained the impact this could have on the PDC budget for the upcoming year.
- Finance Director Beth Johnson presented the Commission with a draft of the FY18 budget that was prepared in anticipation of projected cuts at the federal level. The proposed budget was designed to be sustainable keeping all current staff employed should these projected cuts take place. The cuts could represent a decrease of up to 48% funding for the PDC over the budget that had been originally considered. It is fully anticipated that the Commission will need to adopt an amended budget in the fall once the full impact of federal budget cuts for FY18 is known. The draft budget was adopted by the Commission as presented. This is a very conservative budget requiring leaving vacant one planner position.

Chairman Swartzwelder requested a motion to adopt the draft Recommended Overall Program Design and Budget for FY18. Mr. Moskalski moved to adopt the FY18 MPPDC draft Recommended Overall Program Design and Budget as presented. Dr. Reay seconded the motion; motion carried.

X. Other Business

• **Chesapeake Bay Foundation Boat Tour**

Mr. Lawrence presented the Commission with an invitational flyer from the Chesapeake Bay Foundation. Middle Peninsula leaders are invited on a boat tour of the Bay, its rivers and streams as an opportunity for leaders to interface with CBF staff.

XI. Adjournment

Chairman Swartzwelder requested a motion to adjourn the meeting. Mr. Moskalski so moved; Mr. Raey 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: 06/09/2017
 Run Time: 1:48:23 pm
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Period Ending: 05/31/17

		Expenditures						
Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30013	EE&CBG Project	3,975.00	-1.74	3,834.31	140.69	96.46%	3,999.84	165.53
30021	Mathews Comp Plan Upd	8,750.00	-6.44	7,535.47	1,214.53	86.12%	7,591.24	55.77
30022	Tappahannock Economic I	4,000.00	-4.15	3,853.23	146.77	96.33%	3,991.00	137.77
30109	MPEDRO Staff Support	12,800.38	235.65	15,900.76	-3,100.38	124.22%	14,974.72	-926.04
30111	Blue/Green Infrastructure I	29,998.00	2,620.12	18,272.02	11,725.98	60.91%	13,517.02	-4,755.00
30112	BCC MPEDRO \$17K ma	86,000.00	24,837.62	82,533.29	3,466.71	95.97%	57,970.59	-24,562.70
30114	Broadband/Tribe/Mathew	11,000.00	0.00	758.90	10,241.10	6.90%	0.00	-758.90
30170	MPBDP Staff Support	18,280.00	135.66	19,867.34	-1,587.34	108.68%	20,681.55	814.21
30212	FY17 Transportation Dem	84,807.00	6,843.35	79,607.30	5,199.70	93.87%	77,870.93	-1,736.37
30314	FY17 Rural Transporatio	72,500.00	4,583.73	68,724.90	3,775.10	94.79%	56,206.87	-12,518.03
30420	Onsite Loan Management	128,406.87	617.64	134,398.11	-5,991.24	104.67%	175,019.29	40,621.18
30424	2016 Septic Pumpout	28,600.00	-26.94	20,187.06	8,412.94	70.58%	10,328.76	-9,858.30
30428	WQIF 2016, \$183500 R	216,500.00	2,030.90	21,217.20	195,282.80	9.80%	11,108.07	-10,109.13
30429	Septic Pumpout 2017/EPA	11,082.00	1,571.96	2,467.08	8,614.92	22.26%	0.00	-2,467.08
30502	Water Supply Planning	121,805.89	777.67	119,781.14	2,024.75	98.34%	155,450.00	35,668.86
31002	GA Lobby FY09	18,247.75	0.00	18,247.75	0.00	100.00%	24,000.00	5,752.25
31201	AHMP Update 2014	130,010.00	-65.86	129,749.61	260.39	99.80%	129,741.06	-8.55
31203	Emergency Planning/201	154,500.00	-490.29	153,699.47	800.53	99.48%	90,686.57	-63,012.90
31204	Regional Emergency Plan	95,000.00	7,646.55	13,069.99	81,930.01	13.76%	0.00	-13,069.99
31205	MSAT Phones/2016SHS	58,409.00	899.12	46,097.38	12,311.62	78.92%	0.00	-46,097.38
31500	Living Shoreline Incentiv	25,830.00	4,229.22	4,459.10	21,370.90	17.26%	120.00	-4,339.10
32014	PA Master Plan - \$2500 I	77,500.00	-130.32	77,679.54	-179.54	100.23%	77,258.59	-420.95
32015	FY17 PAA Staff Support	4,000.00	610.29	3,429.80	570.20	85.75%	2,305.36	-1,124.44
32016	VIMS Living Shoreline/	92,636.80	134.04	1,122.19	91,514.61	1.21%	0.00	-1,122.19
32133	NFWF LSIP/EPA/\$120K	222,267.00	0.00	204,238.97	18,028.03	91.89%	222,267.00	18,028.03
32135	Coastal TA FY16	60,000.00	0.00	60,222.58	-222.58	100.37%	60,222.58	0.00
32136	Mathews SLR Adapatati	54,687.00	-63.88	54,964.02	-277.02	100.51%	54,687.00	-277.02
32137	Mathews Ditch Map Data	60,524.00	-63.86	60,717.53	-193.53	100.32%	54,471.60	-6,245.93
32138	FY17_Coastal_TA/NOA	60,000.00	3,551.31	36,829.27	23,170.73	61.38%	30,026.21	-6,803.06
32139	Eco_Business - PAA Mat	47,000.00	3,929.65	29,810.01	17,189.99	63.43%	22,469.59	-7,340.42
32209	WWF State Plan/NOAAC	50,000.00	-35.50	48,613.03	1,386.97	97.23%	48,405.93	-207.10
32210	WWF Inititative/NOAAC	50,000.00	3,722.83	28,180.81	21,819.19	56.36%	21,259.82	-6,920.99
38017	FY17 Local Projects	136,057.00	2,200.48	163,947.32	-27,890.32	120.50%	190,394.39	26,447.07
Totals:		<u>2,235,173.69</u>	<u>70,288.81</u>	<u>1,734,016.48</u>	<u>501,157.21</u>	<u>77.58%</u>	<u>1,637,025.58</u>	<u>-96,990.90</u>

Balance Sheet by Category

Middle Peninsula Planning District Commission

Run Date: 6/9/17

Period Ending: 05/31/17

Run Time: 1:49:15 pm

Format: 1 Board

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Assets:

Cash in Bank	405,039.72
Cash in Bank, Restricted	219,426.58
Receivables	192,972.86
Property & Equipment	10,184.13
Prepaid Pension (Deferred Outflows)	30,454.00

Total Assets:

\$858,077.29

Liabilities:

Accounts Payable	29,757.25
VRA Loan Payables	141,432.87
Payroll Withholdings	74.91
Accrued Leave	48,687.70
Deferred Inflows (VRS)	220,036.00
Net Pension Liabilities	56,917.00
Cost Allocation Control	(7,260.24)

Total Liabilities:

\$489,645.49

Equity:

Local Initiatives/Information Resources	32,392.87
Economic Development	-30,188.47
Transportation Programs	-14,254.40
Emergency Management Projects	-122,180.28
Onsite Repair & Pumpout	18,189.56
Housing	165.78
Coastal Community & Environmental	-14,105.59
Public Access Auth Programs	-2,667.58
Mandates	35,665.62
Temporarily Restricted	178,083.69
General Fund Balance	287,330.60

Total Equity:

\$368,431.80

Total Liabilities and Equity

\$858,077.29

Balance:

\$0.00

Agencywide R&E by Category

Middle Peninsula Planning District Commission

Run Date: 06/09/2017
 Run Time: 1:50:20 pm
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Period Ending: 05/31/17
 Format: 1 Agencywide R&E
 With Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Ovr	% Bud
Revenues					
Local Match	0.00	0.00	104,182.21	-104,182.21	0.00%
Local Annual Dues	109,899.00	0.00	109,899.00	0.00	100.00%
Local Other Revenues	6,281.00	24.00	60,077.75	-53,796.75	956.50%
Local Other Organizations	34,000.00	0.00	4,478.80	29,521.20	13.17%
State Revenues	143,817.00	0.00	190,397.49	-46,580.49	132.39%
Federal Revenues	467,618.00	58,742.51	252,086.73	215,531.27	53.91%
Miscellaneous Income	9,800.00	434.10	5,318.53	4,481.47	54.27%
RevolvingLoan Program Income	9,000.00	0.00	49,533.99	-40,533.99	550.38%
Revenues	780,415.00	59,200.61	775,974.50	4,440.50	99.43%
Expenses					
Personnel	417,254.00	35,260.34	445,659.90	-28,405.90	106.81%
Facilities	30,887.00	2,424.44	27,841.43	3,045.57	90.14%
Communications	4,400.00	242.35	3,935.71	464.29	89.45%
Equipment & Supplies	3,250.00	1,391.61	50,770.61	-47,520.61	1,562.17%
Travel	8,202.00	208.25	6,998.00	1,204.00	85.32%
Professional Development	17,580.00	2,050.00	14,908.45	2,671.55	84.80%
Contractual	181,700.00	3,030.70	143,345.98	38,354.02	78.89%
Miscellaneous	63,928.00	25,681.18	75,264.89	-11,336.89	117.73%
Regional Share	0.00	0.00	104,232.05	-104,232.05	0.00%
Expenses	727,201.00	70,288.87	872,957.02	-145,756.02	120.04%
Agency Balance	53,214.00	-11,088.26	-96,982.52		

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Middle Peninsula Planning District Commission



MPPDC General Fact Sheet

WHAT IS MPPDC?

The Middle Peninsula Planning District Commission (MPPDC) was established pursuant to the Virginia Area Development Act (Title 15.1, Chapter 34, Sections 15.1-1400, et seq., Code of Virginia (1950) as amended) and by joint resolutions of the governing bodies of its constituent member jurisdictions.

The "MPPDC" describes the geographic section of Virginia which encompasses the Counties of Essex, Gloucester, King and Queen, King William, Mathews and Middlesex and the Towns of Tappahannock, Urbanna and West Point.

BACKGROUND

The Agreement to organize a Planning District Commission was made on January 31, 1972, by and between the government subdivisions as authorized by the Virginia Area Development Act.

WHAT DOES MPPDC DO?

The purpose of the Commission is to promote the orderly and efficient development of the physical, social, and economic elements of the Planning District by planning and encouraging and assisting governmental subdivisions to plan for the future.

HOW ARE DECISIONS MADE AT MPPDC?

Decision-making occurs through the Middle Peninsula Planning District Commission, a governing body comprised of elected officials, citizens, and chief administrative officers representing the six counties and three towns in the region.

QUICK FACTS

Region at Glance

- > Six Counties: Essex, Gloucester, King & Queen, King William, Mathews and Middlesex
- > Three Towns: West Point, Urbanna, and Tappahannock
- > 1,387 Square Miles
- > 1,055 Miles of Shoreline

> 888,064 Acres of Land

> 90,826 People

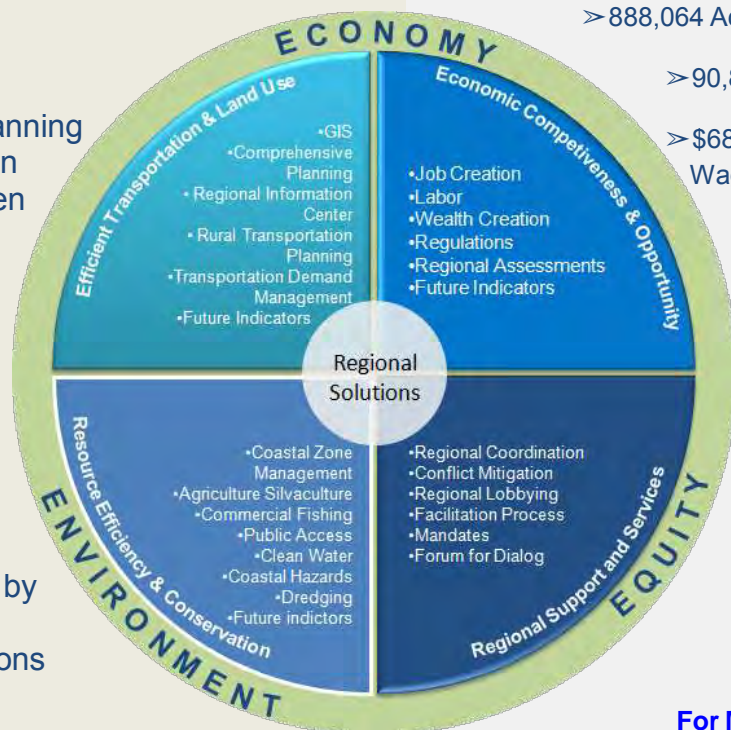
> \$681 Average Weekly Wage (State=\$1063)

> 71% Out Commute Rate

By the Numbers

> 1.1% Total State Population

> \$50,001 Median Household Income



For More Information:

MPPDC
P.O. Box 286
Saluda Professional Center
125 Bowden Street
Saluda, Virginia 23149
Phone: 804-758-2311

Please visit the MPPDC website at:

www.mppdc.com

Regional Profile:

All data is from Census 2000 and Census 2010 unless otherwise stated

Population Trends				Median Household Income and Unemployment Rate ¹			
Locality	Total Population		Population Growth from 2000-2010	Median Income Estimates		Unemployment Rate Estimates	
	2000	2010		2006-2010	2007-2011	2006-2010	2007-2011
Essex	9,989	11,151	12%	\$46,235	\$44,581	9.0%	8.2%
Gloucester	34,780	36,858	6%	\$58,389	\$60,269	6.5%	5.9%
King & Queen	6,630	6,945	5%	\$44,442	\$48,170	8.6%	7.4%
King William	13,146	15,935	21%	\$64,964	\$64,982	7.3%	6.7%
Mathews	9,207	8,978	-2%	\$47,435	\$54,118	5.9%	6.0%
Middlesex	9,932	10,959	10%	\$50,207	\$53,615	7.4%	6.4%
Town of Tappahannock	2,138	2,375	11.1%	\$39,149	\$35,313	6.6%	7.6%
Town of Urbanna	543	476	-12.3%	\$44,813	\$45,682	1.5%	4.5%
Town of West Point	2,866	3,306	15.4%	\$51,979	\$52,768	7.4%	9.5%
Region Total	83,684	90,826	9%	\$49,735	\$51,055	7.6%	6.5%

Race in the Middle Peninsula												
Locality	White			Black			Asian			Other		
	2000	2010	Percent Change	2000	2010	Percent Change	2000	2010	Percent Change	2000	2010	Percent Change
Essex	5,790	6,370	10%	3,900	4,247	9%	81	86	6%	218	448	106%
Gloucester	30,148	32,149	7%	3,585	3,197	-11%	240	286	19%	807	1,226	52%
King and Queen	4,059	4,663	15%	2,365	1,975	-16%	18	17	-6%	188	290	54%
King William	9,703	12,297	27%	2,999	2,819	-6%	48	118	146%	396	701	77%
Mathews	8,038	7,898	-2%	1,036	823	-21%	17	31	82%	116	226	95%
Middlesex	7,797	8,680	11%	1,999	1,978	-1%	12	37	208%	124	264	113%
Regional Total	65,535	72,057	10%	15,884	15,039	-5%	416	575	38%	1,849	3,155	71%

FY18 Locality Budget Data							
Locality	Raise %	Compensation Notes	Real Property Increase	Real Property Rate	Personal Property Increase	Personal Property Rate	Other
Essex	2%		\$0.02	\$0.86	\$0.25	\$3.75	\$35/\$25 Vehicle tax
Gloucester	3%	Bonus for lower scale employees only	None	\$0.65	None	\$2.95	
King and Queen	0%		None	\$0.54	None	\$3.94	
King William	2%		None	\$0.90	None	\$9.65	
Mathews	0%		\$0.07	\$0.54	\$0.05	\$3.70	
Middlesex	2%	Step Inc. w/ evaluation; No COLA	None	\$0.56	None	\$3.50	

¹ Data from the Bureau of Labor Statistics Local Area Unemployment data & the American Community Survey 5-year Estimates

MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

Staff Activities Service Summary of Regional Progress

Locality	Core Services Administered by the MPPDC							
	Information Resources/ Assistance	Coastal Community Development/ Environmental	Transportation	Onsite Repair and Pumpout	Economic Development	Local Initiatives	Housing	Emergency Management
Region-wide	✓	✓	✓		✓		✓	✓
Essex		✓	✓					
Gloucester		✓		✓		✓		
King & Queen			✓					
King William				✓				
Mathews		✓		✓				✓
Middlesex		✓						
Town of Tappahannock								
Town of West Point								
Town of Urbanna								
Other		✓		✓	✓			

Report on Mandated Initiatives

Locality	Water Supply Plan Update Support Staff: Lewie Lawrence Start Date: 7/2016 Completion Date: TBD		All-Hazards Mitigation Plan Update Support Staff: Jackie Rickards Start Date: 1/2014 Completion Date: 8/2016	
	Participating	Current Status	Participating	Current Status
Essex	✓	Project initiated	✓	Adopted
Gloucester	NA	NA	✓	Adopted
King & Queen	✓	Project initiated	✓	Adopted
King William	✓	Project initiated	✓	Adopted
Mathews	NA	Not participating in PDC update	✓	Adopted
Middlesex	✓	Project initiated	✓	Adopted
Town of Tappahannock	✓	Project initiated	✓	Adopted
Town of West Point	✓	Project initiated	✓	Adopted
Town of Urbanna	✓	Project initiated	✓	Adopted

Opportunities Identified to Implement Commission Priorities

Service Center	Project Title and Description	Funding Requested	Status
Environmental	NFWF TA Service Provider	n/a	Approved
Emergency Mgmt	Dominion Foundation – Prescription & Drug Abuse – Habitat for Humanity Glouc/Mat	\$49,735	Not Funded
Environmental	DEQ – Septic Pumpout	\$28,600	Funded
Environmental	DEQ – NPS Septic Repair WQIF grants to homeowners	\$200,000	Funded
Environmental	CZM – ECO PAA Dragon Run	\$40,000	Funded
Environmental	CZM – Coastal Technical Assistance – FY17	\$30,000	Funded
Environmental	NFWF – PAA Living Shoreline Oyster Bag Sills & Monitoring (VIMS)	\$96,637	Funded
Economic Dev	NFWF – Economic Leverage of Blue & Green Assets in MP	\$33,000	Not Funded
Economic Dev	NFWF – Aquaculture Business Park and Oyster Hatchery	\$538,536	Not Funded
Environmental	DEQ – Capitalization – MP Living Shoreline Revolving Loan Program	\$250,000	Approved
Emergency Mgmt	VDEM – Homeland Security Regional Emergency Planner	\$95,000	Funded
Emergency Mgmt	VDEM – Homeland Security Satellite Radios	\$58,000	Funded
Emergency Mgmt	VDEM – Homeland Security EOP Gap Analysis	\$85,000	Funded
Economic Dev	VDHCD – BCC Grant – MPREDO Advisory Board and Staffing	\$78,000	Funded
Economic Dev	EDA – VASG Care4CoastalVA	\$999,000(\$19,340)	Not Funded
Economic Dev/Environ	NFWF – Harnessing the Intrinsic Value of Coastal VA Green Infrastructure	\$33,000	Not Funded
Environmental	DEQ – Septic Pumpout	\$17,000	Funded
Environmental	NAWCA Acquisitions	\$75,000	Approved
Economic Dev/Environ	CZM Project of Special Merit – Coastal Resiliency & Adaptation	\$165,000	Pulled by DEQ
Environmental	CZM Legal Research	\$7,000	Submitted
Economic Dev	VATI-FTS – Dark Fiber	\$914,760	Not Funded
Economic Dev	DHCD – CDBG Planning Grant – Broadband	\$11,000	Funded
Environmental	CZM FY18 Coastal TA	\$30,000	Submitted
Environmental	CZM – Public Trust Doctrine	\$28,008	Not Funded
Environmental	NFWF – Living Shoreline Cost Share and Demo Project	\$137,000	Submitted
Emergency Mgmt	Regional Mass Casualty Functional Exercise	\$63,473	Submitted
Emergency Mgmt	Regional Debris Management Plan	\$43,000	Submitted
Emergency Mgmt	Regional Emergency Planner	\$96,000	Submitted
MPCBPAA	VEE – Land Acquisition Assistance	\$12,000	Funded
MPCBPAA	Chesapeake Bay Restoration Fund – Education & Marketing for Land Donations	\$1,500	Funded

MPPDC 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

Middle Peninsula Planning District Commission
Executive Director's Report of Regional Progress
June 21, 2017

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 (EVMAC) Workgroup #2B – EVMAC 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.

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*

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.

- Provided Mindy Connor, Mathews County, with a copy of the 2011 Regional Water Supply Plan.
- Reviewed a letter from DEQ to Mathews County that provides guidance to the Mathews County Board of Supervisors with regard to the County's responsibilities if they decide not to participate in the MPPDC Regional Water Supply Update.
- Reviewed a letter from Tammy Stephenson (DEQ) that outlined the MPPDC's responsibilities with regard to water supply planning should Mathews County withdraw from the regional plan. According to the letter, "there is no compliance reason for the MPPDC to re-write the regional supply plan to exclude Mathews County...the County and MPPDC can plan separately if the Mathews County Board of Supervisors determines that is in the County's best interest. The Water Supply Planning Regulation is silent with regard to a locality opting out of a regional plan and resubmitting a local plan, particularly at the midpoint of its term."
- Based on a motion taken at the regular meeting of the Board of Supervisors of Mathews County on May 23, 2017, Mathews County has decided not to participate in the MPPDC update of the Water Supply Plan. Therefore MPPDC staff began to remove Mathews County information from the current Water Supply Plan Update draft document. A list of maps and figures that will need updating has been created. Updates to such maps and figures will remove Mathews County.
- Received a Board Order from the Mathews County Board of Supervisors indicating the Board of Supervisors has motioned to not use MPPDC professional services to update the Water Supply Plan.
- Consulted with Scott Kudlas, Virginia Department of Environmental Quality Director of the Office of Water Supply concerning the removal of Mathews County from the Middle Peninsula Regional Groundwater Management Plan. Discussed the process for how the remaining jurisdictions will be evaluated for compliance without Mathews County.
- Consulted with Andrew Kassoff, President of EEE Consulting concerning the removal of Mathews County from the Middle Peninsula Regional Water Supply Plan and the steps necessary to update the plan moving forward.
- Continued to update the Water Supply Plan including demographic information, maps, and community water system data.
- Sent an email to The County Club of West Point in an attempt to update information in the Water Supply Plan regarding a flow meter that was to have been installed in the Spring of 2008.

- Provided EEE Consultants with information regarding alternative sources of water for economic development or human consumption, including barrow pits, drilling into the basement and impounding of ditch water.

INFORMATION RESOURCES/ASSISTANCE

- Updated www.mppdc.com website – meeting notices, reports, news releases, GoVirginia meeting notice.

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.

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.

- Consulted with Kevin McLean, Virginia Conservation Assistance Program Coordinator regarding Virginia Association for Soil and Water Conservation Districts’ Virginia Conservation Assistance Program (VCAP) and ability to partner with MPPDC to fund living shoreline projects. VCAP program can provide 75% (up to \$20,000) cost share for certain living shoreline projects, but has no ability to finance remaining 25%, MPPDC has loan funds, but no cost share or grants. Partnering together should help increase # of homeowners opting to install living shorelines.
- Consulted with staff from several MP localities regarding certificates confirming Commissioner appointments required by Bond Counsel for closing on capitalization funding for RLF.
- Closed on VCWRLF loan to provide \$250,000 to capitalize Living Shoreline Incentive Program Revolving Loan Fund. Processed bond counsel payment as initial disbursement needed to close on the loan.

- Approved first living shoreline project to finance Gloucester project.
- Consulted with Mathews County homeowner regarding loan closing. Sent information to attorney to set-up loan closing.
- Followed up with Kristal Evens, Tidewater SWCD regarding grant/cost share for Mathews project.
- Received phone call from Middlesex homeowner requesting more information on MPPDC living shoreline program. Homeowner mostly interested in grant funding. Referred to Tidewater Soil and Water Conservation District for information on their cost share program.
- Attended Living Shorelines Fundamentals Workshop in Lancaster County to discuss MPPDC LSIP program financing opportunities.
- Consulted with Kevin McLean, Virginia Association of Soil and Water Conservation Districts regarding the Virginia Conservation Assistance Program (VCAP) cost share program and whether MPPDC and VASWCD could partner to provide a complete financing package to homeowners interested in installing living shorelines.
- Consulted with Kristal Evans, Tidewater SWCD regarding the VCAP program, partnering possibilities and SWCD procedure.
- Attended Shoreline Management Workshop at Abingdon Ruritan Club, Gloucester to discuss MPPDC LSIP program financing opportunities.
- Prepared and submitted proposal to NFWF for a grant to fund a Middle Peninsula Living Shoreline Cost share program, fund the living shoreline insurance program, partner with VIMS Shoreline Studies Program to install an oyster bag sill demo project at a MPCBPAA property in Gloucester County and design a living shoreline demo proprietary concrete structure project for a MPCBPAA property in Middlesex County.
- Consulted with Camille Dean, paralegal Sands Anderson regarding invoice for bond counsel work to be used to capitalize living shoreline RLF through Virginia Resources Authority (VRA).
- Consulted with Shawn Crumlish, VRA regarding loan closing.
- Received phone call from Mathews homeowner following up with living shoreline application process.
- Received follow-up from Mathews applicant. Project permit process ongoing.

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.

- Received notice from US Fish and Wildlife Service that MPPDC's NAWCA grant will be funded soon.

Project 32138 - Virginia Coastal TA FY17

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.

- Provided Mark Nugent, Middlesex County, with the fifth chapter of the All Hazards Mitigation Plan.
- Researched potential funding for MPPDC future projects, including the Virginia Foundation for the Humanities which promotes the humanities, and using the humanities to address issues of broad public

concern. (<http://virginiahumanities.org/grants/>).

- Updated the commuter graphic in the CEDS plan and made edits to the draft plan.
- Consulted with Delegate Keith Hodges concerning WestRock Paper Mill water withdrawal permit limitations and mitigation efforts proposed by the mill. Also discussed unpermitted water withdrawals and the need to address the impacts from unpermitted users across the Middle Peninsula.
- Provided GIS mapping assistance to Mrs. Ingram of the Middle Peninsula Community Services Board who was in need of a customized Middle Peninsula map illustrating roads and road names across the Middle Peninsula. Provided two large wall maps.
- Received a call from Clint Alexander, Gloucester County School System concerning a film production company from The Savanna School of Arts looking to shoot a film in early July along the waterfront. Discussed the possibility of using Public Access Authority land for project.
- Discussed the Rappahannock River bridge replacement need with Congressman Rob Wittman's staff. Discussed whether the host community has taken any local action to support the removal of the bridge, advised that PDC staff has not received any notice of such local action.
- Consulted with Garrey Curry, Assistant County Administrator for Gloucester County concerning errors in the Virginia Department of Emergency Management of Evacuation Zone Maps now being advertised across Virginia.
- Consulted with Ann Neil Cosby of McGuire Woods concerning the donation of waterfront land in Gloucester County, Guinea area. Discussed the process for deed preparation and a possible transfer date.
- Consulted with Tim Wilson, Essex County Administrator concerning the possibility of forming a regional Construction Joint Appeals Board. Placed concept on the local government administrator's agenda.
- Consulted with Bob Crum, Executive Director for the Hampton Roads Planning District Commission concerning FEMA Region III permitting requirements for man made improvements within flood hazard areas and the implication for local governments to permit improvements. Both PDC's agreed to encourage local governments to respond to the 90 day public comment period. Comments should stress flexibility for rural suburban and urban that match the available resource.
- Provided John McGruder, Essex County Board of Supervisors with background information related to Wood Energy and a program directed by Brian Becker.
- Convened the monthly meeting of the Local Government Administrators. Agenda items included discussion about joint appeals board; FEMA permit requirements at the local level; Reassessment, and VDEM Evacuation maps.
- Attended the VACO Environmental Committee meeting to provide and update on the progress of Delegate Keith Hodges' fix for storm water.
- Attended Virginia CZM Coastal PDC Meeting at Belle Isle State Park. Discussion included FY18 focal areas, potential impacts of federal funding, approved competitive projects, VACZM's new digs, paperwork reduction processes.
- Received written confirmation from Joan Salvati, DEQ that "there is no regulatory requirement for local governments to participate in the Chesapeake Bay TMDL Phase III process, apart from any applicable requirements under current law and regulation, and the Commonwealth is not applying any new requirements on localities to address the Bay TMDL reduction goals at this time. Our approach for the

Phase III WIP process is to work in partnership with local governments and other local entities such as Soil & Water Conservation Districts to identify water quality protection activities that are already being done but not yet reported, and to enhance existing, or develop new strategies to protect local waters and the Bay. If the Commonwealth is unable to meet the phosphorous, nitrogen and sediment reduction targets assigned to us by EPA, we will need to develop new programs or strategies to address those reductions based on any requirements established by EPA.”

Project 32139 - Eco-Business Framework

The PAA in partnership with MPPDC staff will explore new approaches to allow privately owned eco-business ventures to operate on publicly owned land to encourage new and innovative environmentally sensitive business that that showcases and preserves PAA land.

- Added Eco-Business documents to the PAA website:
http://www.virginiacoastalaccess.net/MPPAA_ecotourism.html The MPCBPAA Eco-Tourism Program is requesting applications from private entrepreneurs to share their eco-tourism business ideas who desire to establish businesses on MPCBPAA properties. MPCBPAA has developed an eco-tourism program and associated documents to provide guidance to those interested in participating. Applications are due by July 31st.
- Updated the Eco-Business Framework document to include updated information and photos about the PAA land available for eco-business developments.

Project 32210 - Working Waterfronts (Task 93.03)

During this project MPPDC staff will explore the creation of either a state sponsored uninsured “motorist” program for workboats or a self-funded insurance program. Additionally, MPPDC staff will focus on reviewing and refining legislative solutions that may benefit working waterfronts. In part, MPPDC staff will coordinate with Legislative Services and the General Assembly. Finally, MPPDC staff will contract with HRPDC to expand the working waterfront inventory to include public landings currently utilized by watermen and working waterfront locations in Richmond Regional, George Washington, and Crater PDCs.

- Reached out to Kelly Collins Choi at the Center for Coastal Planning, Chesapeake and Coastal Service to request budget information about the Maryland Working Waterfront Program. To compare Maryland with Virginia, MPPDC staff contacted Beth Polak with the Virginia Coastal Zone Management Program for a breakdown of funding for the Virginia Working Waterfront Initiative.
- Completed a presentation about the Maryland Working Waterfront for the Working Waterfront Steering Committee. The presentation reviews current programs, legislation and funding opportunities.

TRANSPORTATION

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

Project 30212 - Transportation Demand Management (TDM) Services

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

- Updated website – www.midpenrideshare.org
- Consulted with Chris Arabia, DRPT regarding ACT International Conference. Received approval to attend conference July 29-August 2.
- Consulted with Elham Shirazi, ACT Telework Council Chairman regarding moderating a Telework Council Breakout session at the ACT Conference.

- Renewed Route 33 billboard located in King and Queen County.
- Current commuter database – 146

Project 30314 - 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.

- Executed contract with VDOT for FY18 Rural Transportation Program.
- Coordinated with VDOT Saluda residency on an Essex bridge closure and transfer to the MPCBPAA
- Provided research assistance to Essex County on a road ending water access issue for 684 Bowlers Wharf Landing
- Provided VDOT transportation information delivered to MPPDC to Middle Peninsula local planners.

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 MPDC 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 Allen Farmer, Farmers Septic regarding estimates for Gloucester and Mathews septic repairs.
- Approved funding for Gloucester septic repair – approved for \$3881.25 grant on a \$5115 septic repair. Homeowner will provide 25% cost share in lieu of loan.
- Approved funding for Mathews septic repair – approved for \$10,292 - \$7,719 in grant funding and \$2,573 loan for 60 months at 2% interest. This is a repair to an alternative system installation funded by MPPDC in 2009.
- Consulted with Gloucester homeowner regarding septic repair application. Homeowner had provided construction permit, not repair permit with application. Discussed situation – MPPDC cannot fund new septic systems, only repairs and voluntary upgrades. Discussed with Brian Hancock, AOSE, Julia Goens, Gloucester Health Department, Tammy Faulkner, Three Rivers Health Department. Gloucester Health Department reissued repair permit as homeowner. Homeowner approved for \$7,799 financing - \$4800 loan, \$2999 loan at 3% interest and \$201 homeowner funds. Closing scheduled for June 23.
- Received phone call from Jamie Miller, Miller’s Septic regarding estimate for Gloucester septic repair.
- Received phone call from son of Gwynn’s Island homeowner regarding assistance available for septic repair. Referred to website for application download.
- Received application from Mathews homeowner. Consulted with homeowner regarding missing documentation – permit, estimate(s). Homeowner will be having surgery and will be back in touch afterwards.

- Received phone call from homeowner requesting information on septic repair program. Application mailed.
- Received phone call from Lancaster homeowner regarding septic repair assistance. Referred to NNPDC for assistance.
- Received phone call from Gloucester homeowner regarding status of application. Waiting on estimates and permit.
- Received phone call from Gloucester homeowner regarding septic repair program. Discussed program and application process. Mailed application.
- Received phone call from Jamie Miller, Millers Septic regarding next steps for Gloucester repair.
- Met with Kaitlin Ranger, NPS TMDL Coordinator, Piedmont Regional Office, Department of Environmental Quality for semi-annual project progress review meeting. Discussed status of current WQIF project, issues with low estimates for BMP costs which are to be updated before end of calendar year.
- 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 loan processing date of the 12th of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans as well as collections efforts.

- Septic Pumpouts as of June 21, 2017

Applications Mailed	23
Approved Vouchers	12
Completions	8

Pumpout Vouchers by County

Essex	03
Gloucester	00
King and Queen	03
King William	00
Mathews	03
Middlesex	03

- *Remaining uncommitted septic repair funding – \$147,106 in loan funds, \$144,240 in grant funds.*

ECONOMIC DEVELOPMENT

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

Project 30112 - Building Collaborative Communities EDO Implementation

With funding from DHCD, this project will allow for staffing of the Middle Peninsula Economic Development Resource Organization, training for the Advisory Board members on operating a regional economic development organization and managing regional projects, and creation of a long term sustainability plan for the organization.

- Consulted with Michelle Jones, DHCD regarding project extension requested by Middle Peninsula Alliance (MPA, formerly MPEDRO).

- Consulted with Liz Povar, MPA Principal Officer regarding invoices for final professional development services needed to close grant.
- Submitted final reimbursement request through CAMS system.

Project 30111 - Blue/Green Infrastructure

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

- Consulted with a Board of Supervisor member from Northampton County, Eastern Shore concerning the need for broadband service across the Chesapeake Bay as a possible economic development opportunity for the new Rural Coastal Enhancement Authority.
- Attended a meeting called by Elizabeth Andrews, Virginia Coastal Policy Law Center to meet with DEQ management to discuss outstanding stormwater issues and possible solutions to the standing problem.
- Attended the May meeting of the Go Virginia Region 6. Staff was interested in knowing who was selected to conduct the Economic Needs Assessment for the three PDC regions. Mangum Economics out of Richmond, Virginia was selected.
- Convened a meeting with staff from VIMS, ODU, Virginia Coastal Policy Law Center, Delegate Keith Hodges and MPPDC Chairman, Tom Swartzwelder to learn about the District of Columbia Stormwater Volume Trading Program. Matthew Espie, Environmental Protection Specialist for the Regulatory Review Division Department of Energy & Environment Government of the District of Columbia presented the DC program.

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. 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 to be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.

Project 30109 – Staff Support to Middle Peninsula Economic Development Resource Organization (MPEDRO)

MPPDC staff are providing clerical and fiscal assistance to the Middle Peninsula Economic Development Resource Organization.

- Prepared vouchers, processed A/P, processed deposits and balanced bank account. Prepared monthly financial statements.
- Consulted with Andrea Scudder and Bobbi Washington, C&F Bank regarding stop payment on missing A/P check. Vendor never received payment.
- Consulted with Eric Howlett, Sands Anderson regarding certificates of assumed name to be filed with Middle Peninsula localities. Executed certificates and returned to Sands Anderson for filing.

Project 30114 - CDBG Planning Grant – Pamunkey Tribe Broadband Project

This project looks to conceptually link the six counties of the Middle Peninsula using the Microwave- E911 Communication systems (or other technology approaches) to create a regional broadband network to deliver broadband services across the Middle Peninsula region under one unified platform. Localities for evaluation include: Essex, Gloucester, King & Queen, King William, Mathews, and Middlesex Counties.

- Submitted final reimbursement request in CAMS system.

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 380171 - Local & Regional Technical Assistance

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

- Attended 40th anniversary celebration of the Gloucester Resource Council to represent MPPDC as a founding member of the organization.

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 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 the 15th of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12th of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans as well as collection efforts.

EMERGENCY SERVICES

Funding - Pending

Project 31204 - Regional Emergency Management Planner

Regional Emergency Planner position housed at the Middle Peninsula Planning District Commission (MPPDC) in Saluda. The Middle Peninsula crosses VDEM Region 1&5 boundaries. Position will support local Emergency Coordinators by assisting/coordinating homeland security & disaster response preparedness; Rt. 17 evacuation planning; & resource data collection.

- Wrote three grants to the 2017 State Homeland Security Grant Program administered by VDEM. The grants are: Support for the Regional Emergency Planner position at the MPPDC; funding for hiring a contractor to develop a Regional Debris Management Plan; and funding to hire a consultant to stand up a regional Mass Casualty exercise. The grants are competitive and will be awarded in October 2017. Total funding requested was \$202,473.
- Participated in a *Crisis Track* regional exercise in Mathews County. Crisis Track is damage assessment software provided this year by VDEM to each locality to be used to quickly and efficiently assess damage

to property after a disaster. To date the software has been used with great success in Colonial Beach during their Spring 2017 wind event.

- Participated in the Mass Care Task Force virtual meeting. The task force, of which the Regional Emergency Planner is a member, continues to move forward with developing recommendations for improving the State plan to care for displaced citizens during disasters in the Commonwealth.
- Participated in the Middle Peninsula/Northern Neck EOP Workshop in Gloucester County. The purpose of the Workshop is to discuss plan elements to be included in a Regional EOP Template, including an Access and Functional Needs Annex and an MOU for supporting jurisdictions in the region during an emergency. The workshop is part of the EOP Gap Analysis SHSP grant awarded to the MPPDC in 2016. All localities, represented mainly by the local Emergency Managers, from the Middle Peninsula and Northern Neck have been invited to participate in this project.

Project 31205 - MSAT Phones

This project will procure and deploy one satellite phone for each locality's Emergency Manager, total of 6, to develop a redundant level of satellite based communications to regionally assist the localities in the event of a catastrophic event. The participating localities will share a local Middle Peninsula Emergency Management coordination talkgroup to facilitate local support. The phones are compatible with the statewide VDEM/Virginia EOC talkgroup, the Urban Search and Rescue Program, and federal level assets through use of the SMART talkgroups deployed nationwide in the satellite phones.

- Procured 6 Satellite Radiophones with accessories. Phones will be activated and distributed to Emergency Managers in the 6 Counties of the Middle Peninsula by July 1.

AGENCY ADMINISTRATION

Funding - Indirect cost reimbursements from all PDC projects

MPPDC Administration

Administrative services provided to MPPDC programs. Planned FY16 Indirect Cost rate =49.8%.

CLOSED FY17 PROJECTS

31201 AHMP Update

31202 Emergency Management Program

- Consulted with Richard Hazel, Grants Administrator, Emergency Preparedness Programs, VDEM regarding 3 pending reimbursement requests. Mr. Hazel is the 3rd VDEM grants administrator for this project. Prepared and submitted new documents confirming expenses for reimbursements and emailed to Mr. Hazel. VDEM owes MPPDC over \$60,000 for this project with 7 months of expenses waiting for reimbursement.

Project 31203- Regional Emergency Management Planner

32014 Public Access Master Plan

32133 NFWF Living Shorelines PAA

32135 Coastal TA

32136 - Mathews SLR Adaptation

Project 32137 - Mathews Ditch Map Database