




MEMORANDUM

TO: MPPDC Board of Commissioners
FROM: Lewis Lawrence, Executive Director 
DATE: June 24, 2020
RE: June Commission Meeting via Zoom

COMMISSIONERS

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

Town of Tappahannock
Hon. Roy M. Gladding

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

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

King William County
Hon. Ed Moren, Jr.
Hon. Travis J. Moskalski
(Treasurer)
Vacant

Town of West Point
Hon. James Pruett

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

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

Town of Urbanna
Hon. Diane Gravatt
Ms. Holly Gailey

Secretary/Director
Mr. Lewis L. Lawrence

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

Staff provided notice of this meeting and the means by which we are virtually gathered to members of the public on June 15, 2020 through electronic Facebook posting as well as on the MPPDC website, email distribution of notice to members, alternates, and known interested parties, including the media. This meeting will be recorded. Audio and visual recordings of the meeting and materials will be posted on the MPPDC website within 48 hours of this meeting. Any member of the public participating as an observer during the meeting may submit comments or questions at any time during the meeting via email at CSmith@MPPDC.COM or by using the online chat functions of the meeting platform. Those individuals who are observing by phone may be called upon to share questions or comments. This meeting agenda includes public comment. All comments and questions submitted during the meeting will be reviewed following the meeting and to the extent practical, responses will be provided or posted on the MPPDC website.

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

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

<https://us02web.zoom.us/j/86456517149?pwd=V05nNGdVZyt4cE9Rd000KzZVNGtnZz09>

Meeting ID: 864 5651 7149

Password: 257598

*Get the app now and be ready when the first meeting starts!

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

Meeting ID: 864 5651 7149

Password: 257598

Middle Peninsula Planning District Commission Meeting

7:00 P.M.

Wednesday, June 24, 2020

125 Bowden Street

Saluda VA 23149

- I. Roll Call of Attendees and Certification of a Quorum
- II. Approval of February Minutes
- III. Approval of Financial Reports for February through May
- IV. Executive Director's Report on Staff Activities - Due to CV19 office closing, between March and June 2020 staff have been responsible for self-managing projects at remote locations and reporting on project accomplishments through the normal quarterly and final report. Starting in July, staff will return to a more normal monthly reporting format.
- V. Public Comment

AGENDA ITEMS FOR DISCUSSION

- VI. Approval of MPPDC FY21 Budget
- VII. Nominating Committee Report
- VIII. Approval of Amended MPPDC Living Shorelines Incentive Program Design
- IX. Approval of the New Fight the Flood Program Design
- X. Approval of FY21 VDOT Rural Transportation Program Resolution
- XI. Approval of the Amended U.S. Department of Commerce, Economic Development Administration Middle Peninsula CEDS Plan
- XII. Approval of Annual Update to the Virginia Department of Transportation Middle Peninsula Long-Range Transportation Plan
- XIII. Other Business
- XIV. Adjournment

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MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

February 26, 2020

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, February 26, 2020, at 7:00 p.m. MPPDC Chairman Swartzwelder welcomed everyone in attendance.

Commissioners Present

Essex County: John Magruder, Don Blanton

King William County: Travis Moskalski, Ed Moren, Otto Williams

King and Queen County: Tom Swartzwelder

Gloucester County: Ashley Chriscoe, Michael Winebarger

Mathews County: Mike Rowe, Tim Hill

Middlesex County: Wayne Jessie, Reggie Williams

Town of West Point: James Pruett

Town of Urbanna: Diane Gravatt

Commissioners Absent

Essex County: Edwin “Bud” Smith, Jr., Michael Lombardo

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

Gloucester County: Dr. Willy Reay, J. Brent Fedors

Mathews County: Melissa Mason

Middlesex County: Matt Walker, Gordon White

Town of Tappahannock: Monte “Roy” Gladding

Town of Urbanna: Holly Gailey

Also in Attendance

Lewis Lawrence, MPPDC Executive Director

Curt Smith, MPPDC Deputy Director

Heather Modispaw, MPPDC Chief Financial Officer

Dawn Mantell, MPPDC Executive Assistant

Jessica Roy, MPPDC Emergency Management Planner

Guests

II. Approval of January Minutes

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

III. Approval of January Financial Report

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

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

Chairman Swartzwelder requested MPPDC Executive Director, Lewie Lawrence review the Executive Director's Report on Staff Activities for the month of February. The Executive Director's Report on staff activities is developed at a monthly staff meeting, organized by PDC Service Centers, and the activities are used to report grant funding activities.

Mr. Lawrence directed the Commissioners' attention to several items:

- Attended a conference call focusing on rolling out the StoryMaps and the Working Waterfronts Video. Roll out will include a press release, PDC websites, and social media. MPPDC Executive Director, Lewie Lawrence reported the WWF Video is complete and is to be presented to the Commission at the March meeting.
- Coordinated with Del. Keith Hodges for presentation on *HB 1375 Living Shoreline; resiliency*. The bill expands the definition to include a shoreline practice that may enhance coastal resilience and attenuation of wave energy and storm surge in the definition of living shoreline. The definition is used for purposes of establishing and implementing a general permit regulation that authorizes and encourages the use of living shorelines as the preferred alternative for stabilizing tidal shorelines. MPPDC Executive Director, Lewie Lawrence stated this bill changes the definition of living shoreline and has now made it through the House and Senate.
- Consulted with representatives from the US Department of Commerce, Economic Development Administration regarding alternative funding programs to enhance the MPPDC Fight the Flood program. Agreed to participate in a Federal inter-agency call to coordinate funding opportunities. MPPDC Executive Director, Lewie Lawrence stated this was a \$9M ask grant to EDA to develop programs around resiliency. Work will continue the next couple of months.
- Conversated with Friends of Rappahannock regarding their opposition to Del. Keith Hodges HB 1364 Resource Protection Areas; improvement plans and HB 1366 Resource Protection Areas; program to remediate septic systems in recurrently flooded areas. Discussed the impact to low income Middle Peninsula homeowners within the service area of Friends of Rappahannock. Additionally, Del. Hodges called a meeting with Friends of Rappahannock and other environmental groups to discuss amending both bills to address concerns. Amendment language was offered and accepted to address concerns, but Friends of Rappahannock still objected to the bill after agreeing to compromise language. MPPDC Executive Director, Lewie Lawrence, encouraged Commissioners to reach out and engage with Friends of the Rappahannock.
- Coordinated for modifications to HB 1313 sponsored by Del. Keith Hodges to improve coordination for state level flood mitigation discussions and the development of the statewide flooding and resiliency master plan. MPPDC Executive Director, Lewie Lawrence reported HB 1313 sailed through and will have an impact statewide going forward. Ann Phillips, Special Assistant to the

Governor for Coastal Adaptation and Protection will now have the ability to invite different agencies to the table to create a master plan.

- Developed presentation for VA Port Authority Waterway Maintenance Funding Proposals for design of dredging projects for three creeks, one study and business plan.
- Drafted applications for VA Port Authority Waterway Maintenance Funding.
- Coordinated activities for four current VPA dredging design projects.
- Consulted with Scott Hardaway, VIMS Shoreline Studies Program regarding Davis Creek dredge disposal site. MPPDC Executive Director, Lewie Lawrence reported there are currently a couple of models to choose from.
- Received an update from Scott Hardaway, VIMS Shoreline Studies Program on the sediment core sampling timeline for the four projects underway in the Middle Peninsula. MPPDC Executive Director, Lewie Lawrence stated the MPPDC approach by coordinating with VIMS, driving it through a University sector, is a 50% cost savings to the PDC.

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

V. MPCBPAA Update

MPCBPAA Chairman, Melinda Conner reported the PAA received a request from USGS to survey transects that span from coastal wetlands into adjacent forested upland areas on 8-10 PAA owned properties. This study will take place in the Spring and Summer – 1-2 days at each site.

There is a technical issue with the PAA website, which has been hosted by VIMS for the past decade. All 3 servers have outlived their lifespan and VIMS no longer wishes to provide this service. This has created a need to find a new host. The PAA will be looking at their options to reconstruct and house the website.

VI. MPA Update

Travis Moskalski, MPA Chairman reported the MPA has won a grant from DHCD from National Main Street's Small Scale Manufacturing Project which will serve Mathews County, Town of West Point and Town of Tappahannock. Chesapeake Bank has also signed on as a private partner. The first Advisory Board met in January and will meet regularly as the MPA Board reforms how it meets. The MPA Board is continuing to accept applications for the Advisory Board and Commissioners were encouraged to refer and inform those they think would be an asset to that Board.

VII. MPPDC Public Relations/Communications Update

None.

VIII. Public Comment

None.

IX. MPPDC Extractive Resources Study

Executive Director, Lewie Lawrence drew the Commissioners attention to a few pages of interest in the Extractive Resources Study – A table illustrating 11 industries and the scale of their economic importance to local governments, the economic placement of the industry (Basic or Non-basic), employment importance to the economy, and wage rates; A growing list of industries “extracting” resources from the region – either to sell as a commodity or to comply with development regulations; An example showing how extractive industries are using wetland mitigation credits to extract from the land with practically no revenue returned to the locality; and a map of Virginia showing the location of lower income community tracts and non-lower income community contiguous with eligible tracts with a larger portion of the state being low-moderate income areas. This information was based on Census data from 2015 and 2016. Virginia had 901 census tracts eligible to be nominated as Opportunity Zones.

X. General Assembly Update

MPPDC Executive Director, Lewie Lawrence directed the Commission’s attention to the Legislative Report handout from Robert Crockett, Advantus Strategies. This week marks a time when the General Assembly begins to focus on the development of a joint budget agreement and completes work on a variety of significant legislative initiatives. The session is scheduled to conclude on March 7th. Recently the legislature refined its work on the various clean energy proposals, minimum wage legislation, and omnibus casino legislation – and it continues to modify proposals associated with Virginia’s incumbent utilities. Legislation critical to the MPPDC continues to proceed. In fact, significant progress has been made on important legislation vitally important to bringing structure and predictability to the increasing reliance on solar generated energy to Virginia. Updates were provided on the following Solar bills: HB1675 passed the Senate unanimously; HB655 has passed both the House and Senate; HB656 has passed both the House and Senate; HB657 was modified to accommodate a VACo proposal and was approved by Senate Local Government. Updates were also provided on the following bill of importance to the MPPDC: HB1267 Land Bank Entities – the bill has been enrolled and communicated to the Governor who has a deadline of March 4th to take action; HB1313 Chief Resiliency Officer – an amended HB1313 that avoids unnecessary duplication was approved by the full House, and received unanimous support in Senate Agriculture, Conservation and Natural Resources this week; and HB1375 Living Shorelines Resiliency – passed the House and was reported unanimously from Senate Agriculture, Conservation and Natural Resources this week. Other bills of interest were HB1258 Coordinator of Emergency Services, West Point – passed both chambers and has been communicated to the Governor; HB1262 Transient Occupancy adding Mathews, Middlesex and other rural counties to existing statute – approved by the House and the Senate; SB224 authorizes Gloucester County to impose an additional local sales and use tax was amended in the House, and those amendments have been agreed to by the Senate. Additional money was included in the Senate amendments to the Governor’s budget for the Waterway Management Fund, however the House amendments did not include additional funding. The WMF is currently funded \$1.35 million/year. Mr. Lawrence stated there are funds that are earmarked, but we won’t know until the budget has been finalized. MPPDC staff are continuing to monitor bills via Richmond Sunlight Photosynthesis tool <https://www.richmondsunlight.com/bills/>.

XI. Approval of Resolution in Support of Virginia Port Authority Local Dredging

MPPDC Executive Director, Lewie Lawrence presented the Commission with a Resolution in support of submission of proposals to Virginia Port Authority for the shallow draft dredging of the Middle Peninsula's three priority waterways – Winter Harbor in Mathews County, Cedarbrush Creek in Gloucester County, Parrots Creek in Middlesex County and for the development of a Local Government Business Dredging Implementation Plan. Chairman Swartzwelder requested a motion to approve the Resolution as presented. Mr. Chriscoe moved that the Resolution be approved as presented. Mr. O. Williams seconded the motion; motion carried.

XII. VRA Revolving Loan Fund – Living Shorelines

Executive Director, Lewie Lawrence announced the authorization by the State Water Control Board for funding from the Virginia Water Facilities Revolving Fund to facilitate the establishment of living shorelines. Funding will consist of an interest free loan in an amount up to \$175k and a principal forgiveness loan in an amount up to \$75k. Payments on the Principal Repayment Loan will begin approximately two years after loan closing for a term of 15 years. The loan will be used to finance MPPDC's plan of extending low-interest loans or grants to businesses or individual citizens to facilitate the establishment of living shorelines to protect or improve water quality and prevent the pollution of state waters. Chairman Swartzwelder requested a motion to grant the Executive Director, Lewie Lawrence authorization to sign all documents related to the VRA Revolving Loan Fund. Mr. Chriscoe moved that the Executive Director, Lewie Lawrence be granted authorization to sign as requested. Mr. Blanton seconded the motion; motion carried.

Chairman Swartzwelder requested a motion to accept the Resolution Authorizing the Acceptance of a Loan from the Virginia Water Facilities Revolving Fund. Mr. Chriscoe moved to accept the Resolution as presented. Mr. Hill seconded the motion; motion carried.

Chairman Swartzwelder requested a motion to act on the Resolution Authorizing the Execution and Delivery of a Funding Agreement. Mr. Chriscoe moved to accept the Resolution as presented. Mr. Winebarger seconded the motion; motion carried.

XIII. Adoption of Middle Peninsula 2020 CDBG Regional Priority

Every year Virginia's PDCs are tasked by the Virginia Department of Housing and Community Development (DHCD) to rank CDBG project types for the region and to provide a list of CDBG project proposals. These regional rankings are then used by DHCD in evaluating localities' CDBG proposals. This year, DHCD supplied five items to be ranked. Commissioners provided the following rankings which will be communicated to DHCD:

- High Priority – Housing – Housing Rehabilitation, Community Service Facility, and Economic Development – Business District Revitalization
- Low Priority – Comprehensive Community Development and Community Facility (Including Housing Production)

There was one local CDBG project proposal identified or anticipated from any Middle Peninsula localities for consideration under the 2021 program. Essex County's Planning Grant for Housing Rehabilitation Study.

XIV. Other Business

None.

XV. Adjournment

Chairman Swartzwelder requested a motion to adjourn. Mr. O. Williams so moved, Mr. Chriscoe seconded, motion carried.

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

COPY TESTE:

(Secretary)

Project Financial Report

Middle Peninsula Planning District Commission
 Period Ending: 5/31/2020

Run Date: 06/22/2020
 Run Time: 3:56:46 pm
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Expenditures

Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30013	EE&CBG Project	4,565.00	(5.19)	5,060.96	(495.96)	110.86%	5,202.53	141.57
30117	Urbanna Comp Plan Update	6,250.00	57.06	6,433.00	(183.00)	102.93%	6,000.00	(433.00)
30118	MPA Staff Support	27,574.89	439.26	16,026.94	11,547.95	58.12%	9,344.54	(6,682.40)
30170	MPBDP Staff Support	22,374.22	(1.98)	22,871.02	(496.80)	102.22%	26,484.16	3,613.14
30215	TDM Marketing	24,844.00	10,337.74	72,913.81	(48,069.81)	293.49%	19,264.52	(53,649.29)
30216	FY20 TDM Operating	84,807.00	3,497.94	40,787.18	44,019.82	48.09%	22,865.16	(17,922.02)
30317	FY20 Rural Transportation Planr	72,391.00	(11,692.32)	72,352.40	38.60	99.95%	37,309.14	(35,043.26)
30420	Onsite Loan Management	179,713.02	(37.64)	164,954.02	14,759.00	91.79%	197,316.02	32,362.00
30428	WQIF 2016, \$183500 RLF match	216,500.00	(9.44)	216,150.35	349.65	99.84%	184,337.30	(31,813.05)
30450	Septic Pumpout	21,804.00	43.27	8,607.39	13,196.61	39.48%	4,045.35	(4,562.04)
31002	GA Lobby FY09	71,787.50	5,000.00	56,478.84	15,308.66	78.68%	69,731.75	13,252.91
31208	MP/NN Regional Debris Manage	43,000.00	152.23	44,825.37	(1,825.37)	104.25%	47,094.45	2,269.08
31209	Re-entry Plan	44,050.00	151.41	46,245.82	(2,195.82)	104.98%	11,047.19	(35,198.63)
31210	Emergency Mgmt FY19-FY20	49,500.00	165.19	53,325.30	(3,825.30)	107.73%	28,367.47	(24,957.83)
31500	Living Shoreline Incentive Progr.	26,196.92	432.90	18,507.59	7,689.33	70.65%	35,729.07	17,221.48
32015	PAA Staff Support	12,200.00	775.98	12,063.12	136.88	98.88%	6,953.04	(5,110.08)
32017	NAWCA PAA project	75,000.00	(42.35)	75,345.25	(345.25)	100.46%	75,000.00	(345.25)
32144	Coastal TA FY19	69,000.00	(91.89)	72,559.18	(3,559.18)	105.16%	65,550.00	(7,009.18)
32145	CZM Dredging	50,000.00	212.68	51,800.54	(1,800.54)	103.60%	48,800.00	(3,000.54)
32146	ANPDC EcoTourism II	48,263.00	115.53	53,497.69	(5,234.69)	110.85%	48,263.00	(5,234.69)
32147	ANPDC Rural Enhancement Autl	5,000.00	(4.00)	5,024.56	(24.56)	100.49%	5,000.00	(24.56)
32148	NNPDC WWF Video	5,000.00	0.47	5,346.98	(346.98)	106.94%	7,561.07	2,214.09
32149	WIP III Update	21,500.00	158.22	23,470.66	(1,970.66)	109.17%	21,500.00	(1,970.66)
32150	CZM Extraction Fee Study	15,000.00	(13.20)	16,316.05	(1,316.05)	108.77%	15,000.00	(1,316.05)
32151	NFWF Landowners Living Shorel	199,914.09	1,018.07	31,094.41	168,819.68	15.55%	14,936.13	(16,158.28)
32152	DCR Fight the Flood	56,345.26	2,877.13	41,436.58	14,908.68	73.54%	4,100.71	(37,335.87)
32153	Coastal TA FY20	69,000.00	4,522.09	45,359.99	23,640.01	65.74%	13,196.36	(32,163.63)
32154	ANPDC EcoTourism3	58,333.00	1,712.34	38,314.29	20,018.71	65.68%	11,875.01	(26,439.28)
32155	DEQ Planner #16889	65,000.00	7,664.27	45,960.60	19,039.40	70.71%	0.00	(45,960.60)
38019	FY19 Local Projects	0.00	0.00	0.00	0.00	0.00%	37,985.00	37,985.00
38020	Local Projects	222,020.00	12,187.62	109,554.93	112,465.07	49.34%	181,755.41	72,200.48
38801	Hole in Wall Dredging Project	129,395.00	8,528.88	20,402.58	108,992.42	15.77%	0.00	(20,402.58)
38802	Davis Creek Dredging Project	132,128.00	8,721.14	20,396.44	111,731.56	15.44%	0.00	(20,396.44)
38803	Aberdeen Creek Dredging Proje	117,528.00	1,215.75	9,450.22	108,077.78	8.04%	0.00	(9,450.22)
38804	Timberneck Creek Dredging Pro	115,328.00	1,214.27	9,591.98	105,736.02	8.32%	0.00	(9,591.98)
Totals:		2,361,311.90	59,303.43	1,532,526.04	828,785.86	64.90%	1,261,614.38	(270,911.66)

Balance Sheet by Category

Middle Peninsula Planning District Commission
Period Ending: 5/31/2020
Format: 1 Board

Run Date: 6/22/20
Run Time: 3:57:16 pm
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Assets:

Cash in Bank	255,568.72
Cash in Bank, Restricted	407,091.99
Receivables	168,237.72
Property & Equipment	5,486.99
Prepaid Pension (Deferred Outflows)	10,096.25

Assets:	\$846,481.67
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Liabilities:

Accounts Payable	17,915.15
VRA Loan Payables	322,659.67
Payroll Withholdings	9,028.94
Accrued Leave	45,754.63
Deferred Revenue	(5,261.72)
Deferred Inflows (VRS)	113,784.00
Net Pension Liabilities	8,337.00
Cost Allocation Control	1,784.09

Liabilities:	\$514,001.76
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Equity:

Not Assigned to a Code	(59,841.22)
Local Initiatives/Information Resources	122,684.48
Economic Development	(2,053.89)
Transportation Programs	(106,614.45)
Emergency Management Projects	(57,886.97)
Onsite Repair & Pumpout	(3,609.70)
Housing	(97.21)
Coastal Community & Environmental	(157,177.49)
Public Access Auth Programs	(5,455.21)
Temporarily Restricted	179,741.44
General Fund Balance	422,790.13

Equity:	\$332,479.91
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Total Liabilities and Equity	\$846,481.67
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Balance:	\$0.00
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Agencywide R&E by Category

Middle Peninsula Planning District Commission
 Period Ending: 5/31/2020
 Format: 1 Agencywide R&E

Run Date: 6/22/2020
 Run Time: 3:57:47 pm
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Without Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Over	% Bud
Revenues					
Local Match	0.00	0.00	24,021.87	(24,021.87)	0.00%
Local Annual Dues	135,099.00	0.00	135,099.00	0.00	100.00%
Local Other Revenues	40,446.00	0.00	33,132.00	7,314.00	81.92%
Local Other Organizations	21,044.00	2,612.57	12,097.58	8,946.42	57.49%
State Revenues	441,863.00	0.00	100,775.10	341,087.90	22.81%
Federal Revenues	526,216.00	25,071.37	219,634.72	306,581.28	41.74%
Miscellaneous Income	13,000.00	0.00	13,350.96	(350.96)	102.70%
RevolvingLoan Program Income	14,500.00	0.00	59,316.22	(44,816.22)	409.08%
Revenues	1,192,168.00	27,683.94	597,427.45	594,740.55	50.11 %
Expenses					
Personnel	362,048.00	26,034.34	347,532.27	14,515.73	95.99%
Communications	1,131.00	0.00	34.16	1,096.84	3.02%
Equipment & Supplies	1,400.00	0.00	749.59	650.41	53.54%
Travel	3,500.00	0.00	6,492.13	(2,992.13)	185.49%
Professional Development	13,210.00	35.00	4,548.50	8,661.50	34.43%
Contractual	521,315.00	17,165.00	277,089.64	244,225.36	53.15%
Miscellaneous	41,196.00	1,024.00	31,374.16	9,821.84	76.16%
Regional Share	0.00	0.00	24,021.87	(24,021.87)	0.00%
	0.00	15,045.09	175,636.79	(175,636.79)	0.00%
Expenses	943,800.00	59,303.43	867,479.11	76,320.89	91.91 %
Agency Balance	248,368.00	(31,619.49)	(270,051.66)		

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Balance Sheet

Middle Peninsula Planning District Commission
 Period From : 7/1/2019 to 4/30/2020

Run Date: 6/22/20
 Run Time: 3:33:21 pm

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Assets:

10001	C&F Checking_Investment_Sweep	166,067.47
10002	Small Business RLF	143,413.14
10003	Home Improvement RLF	44,993.45
10100	LGIP General Fund	128,079.38
10101	Series 2015 Reserve Fund - Septic (resides in LGIP Gen Fund)	12,500.00
10102	Series 2017 Reserve Fund - LS (resides in LGIP Gen Fund)	16,667.00
10300	LGIP Revolving Loan Fund	39,031.80
10700	LGIP - Living Shoreline RLF	150,486.60
12117	FY18 Contract Receivables	623.56
12118	FY19 Contract Receivables	(42,261.06)
12400	Onsite Principal Receivable	181,713.99
12401	Small Septic Repair Program Loan Receivables	2,510.19
12431	Living Shoreline Incentive Program Loan Receivables	24,671.99
12500	Revolving Loan Deferred/Forgiven	979.05
13000	Property & Equipment	5,486.99
14000	Deferred Outflows	10,096.25
	Total Assets:	885,059.80

Liabilities:

20000	Accounts Payable	24,763.10
20101	Loan Clearing Account	508.38
20410	2010 VRA Loan - Onsite Repairs	37,500.00
20411	2015 VRA Loan - C-515555-02	127,292.62
20412	2017 VRA Loan - C515617G-02- LS Program	166,200.38
20700	Deferred Revenue	(5,261.72)
21300	FICA Withholding	(29.95)
21400	Health Insurance Withholding	1,551.20
21415	Retirement Plans 5% Employee Contribution	(262.75)
21416	VRS Hybrid Plan Mandatory Employee Cont. 401 Plan	62.68
21417	VRS Hybrid Plan Voluntary Employee Cont - 457 Plan	275.00
21700	Accrued Annual Leave	34,515.30
21750	Accrued Sick Leave	11,239.33
22000	Net Pension Liability	8,337.00
23000	Deferred Inflows	113,784.00
	Total Liabilities:	520,474.57

Projects

30013	EE&CBG Project	(102.40)
30117	Urbanna Comp Plan Update	(375.94)
30118	MPA Staff Support	(8,855.71)
30170	MPBDP Staff Support	4,626.53
30215	TDM Marketing	(43,311.43)
30216	FY20 TDM Operating	(14,424.08)
30317	FY20 Rural Transportation Planning	(46,735.58)
30420	Onsite Loan Management	32,728.24
30428	WQIF 2016, \$183500 RLF match	(31,822.98)

Balance Sheet

Middle Peninsula Planning District Commission
 Period From : 7/1/2019 to 4/30/2020

Run Date: 6/22/20
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30450	Septic Pumpout	(4,518.77)
31002	GA Lobby FY09	17,932.00
31208	MP/NN Regional Debris Management Plan	2,421.46
31209	Re-entry Plan	(35,047.13)
31210	Emergency Mgmt FY19-FY20	(24,792.47)
31500	Living Shoreline Incentive Program	17,654.42
32015	PAA Staff Support	(4,334.10)
32017	NAWCA PAA project	(387.48)
32144	Coastal TA FY19	(7,101.07)
32145	CZM Dredging	(2,787.86)
32146	ANPDC EcoTourism II	(5,119.16)
32147	ANPDC Rural Enhancement Authority	(28.53)
32148	NNPDC WWF Video	2,214.60
32149	WIP III Update	(1,812.38)
32150	CZM Extraction Fee Study	(1,329.18)
32151	NFWF Landowners Living Shorelines & Shoreline Management	(15,140.17)
32152	DCR Fight the Flood	(34,458.74)
32153	Coastal TA FY20	(40,837.90)
32154	ANPDC EcoTourism3	(36,601.95)
32155	DEQ Planner #16889	(38,296.33)
38019	FY19 Local Projects	37,985.00
38020	Local Projects	84,388.10
38801	Hole in Wall Dredging Project	(11,873.70)
38802	Davis Creek Dredging Project	(11,675.30)
38803	Aberdeen Creek Dredging Project	(8,234.47)
38804	Timberneck Creek Dredging Project	(8,377.71)
39000	General Fund Balance	422,790.13
39101	Restricted Rural Small Business Assistance	141,250.61
39102	Restricted Housing Assistance	38,490.83
	Total Projects	364,099.40
	Total Liabilities and Projects	884,573.97
	Net Difference to be Reconciled	485.83
	Total Adjustment	(812.55)
	Unreconciled Balance	1,298.38

Balance Sheet

Middle Peninsula Planning District Commission
Period From : 7/1/2019 to 4/30/2020

Run Date: 6/22/20
Run Time: 3:33:21 pm
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Reconciling Items

(1)	Paid Salaries are	318,588.91	
	Timesheets show	318,588.91	
	Difference		0.00
(2)	Leave accrued this year	485.78	
(3)	Fringe Pool is	83,707.02	
	Fringe allocated	83,707.03	
	Difference		0.01
(4)	Indirect Pool is	160,591.66	
	Indirect Allocated	160,591.70	
	Difference		0.04
	Total adjustments		<u><u>485.83</u></u>

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Balance Sheet

Middle Peninsula Planning District Commission
 Period From : 7/1/2019 to 3/31/2020

Run Date: 6/22/20
 Run Time: 3:42:36 pm

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Assets:

10001	C&F Checking_Investment_Sweep	86,282.72
10002	Small Business RLF	143,413.14
10003	Home Improvement RLF	44,993.45
10100	LGIP General Fund	258,641.97
10101	Series 2015 Reserve Fund - Septic (resides in LGIP Gen Fund)	12,500.00
10102	Series 2017 Reserve Fund - LS (resides in LGIP Gen Fund)	16,667.00
10300	LGIP Revolving Loan Fund	39,010.09
10700	LGIP - Living Shoreline RLF	150,314.46
12117	FY18 Contract Receivables	623.56
12118	FY19 Contract Receivables	(42,261.06)
12400	Onsite Principal Receivable	184,148.50
12401	Small Septic Repair Program Loan Receivables	3,498.45
12431	Living Shoreline Incentive Program Loan Receivables	24,671.99
12500	Revolving Loan Deferred/Forgiven	979.05
13000	Property & Equipment	5,486.99
14000	Deferred Outflows	10,096.25
	Total Assets:	939,066.56

Liabilities:

20000	Accounts Payable	32,644.40
20101	Loan Clearing Account	(19.64)
20410	2010 VRA Loan - Onsite Repairs	37,500.00
20411	2015 VRA Loan - C-515555-02	127,292.62
20412	2017 VRA Loan - C515617G-02- LS Program	166,200.38
20700	Deferred Revenue	(5,261.72)
21300	FICA Withholding	(29.95)
21400	Health Insurance Withholding	1,551.20
21415	Retirement Plans 5% Employee Contribution	(201.07)
21416	VRS Hybrid Plan Mandatory Employee Cont. 401 Plan	51.02
21417	VRS Hybrid Plan Voluntary Employee Cont - 457 Plan	187.50
21700	Accrued Annual Leave	34,515.30
21750	Accrued Sick Leave	11,239.33
22000	Net Pension Liability	8,337.00
23000	Deferred Inflows	113,784.00
	Total Liabilities:	527,790.37

Projects

30013	EE&CBG Project	(117.10)
30117	Urbanna Comp Plan Update	(435.23)
30118	MPA Staff Support	(7,460.32)
30170	MPBDP Staff Support	4,615.22
30215	TDM Marketing	(27,212.11)
30216	FY20 TDM Operating	(10,845.23)
30317	FY20 Rural Transportation Planning	(35,936.96)
30420	Onsite Loan Management	32,481.08
30428	WQIF 2016, \$183500 RLF match	(31,849.73)

Balance Sheet

Middle Peninsula Planning District Commission
 Period From : 7/1/2019 to 3/31/2020

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30450	Septic Pumpout	(4,408.97)
31002	GA Lobby FY09	22,932.00
31208	MP/NN Regional Debris Management Plan	2,145.63
31209	Re-entry Plan	(35,540.14)
31210	Emergency Mgmt FY19-FY20	(25,411.43)
31500	Living Shoreline Incentive Program	17,095.12
32015	PAA Staff Support	(3,711.91)
32017	NAWCA PAA project	(507.61)
32144	Coastal TA FY19	(7,706.08)
32145	CZM Dredging	(3,056.68)
32146	ANPDC EcoTourism II	(17,461.10)
32147	ANPDC Rural Enhancement Authority	(49.35)
32148	NNPDC WWF Video	2,192.88
32149	WIP III Update	(2,007.69)
32150	CZM Extraction Fee Study	(1,503.25)
32151	NFWF Landowners Living Shorelines & Shoreline Management	676.22
32152	DCR Fight the Flood	(32,820.98)
32153	Coastal TA FY20	(32,963.85)
32154	ANPDC EcoTourism3	(32,529.70)
32155	DEQ Planner #16889	(32,032.90)
38019	FY19 Local Projects	37,985.00
38020	Local Projects	68,930.34
38801	Hole in Wall Dredging Project	(10,351.67)
38802	Davis Creek Dredging Project	(10,147.45)
38803	Aberdeen Creek Dredging Project	(6,640.72)
38804	Timberneck Creek Dredging Project	(6,788.16)
39000	General Fund Balance	422,790.13
39101	Restricted Rural Small Business Assistance	141,250.61
39102	Restricted Housing Assistance	38,490.83
	Total Projects	412,088.74
	Total Liabilities and Projects	939,879.11
	Net Difference to be Reconciled	(812.55)
	Total Adjustment	485.83
	Unreconciled Balance	(1,298.38)

Balance Sheet

Middle Peninsula Planning District Commission
Period From : 7/1/2019 to 3/31/2020

Run Date: 6/22/20
Run Time: 3:42:36 pm
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Reconciling Items

(1)	Paid Salaries are	286,226.32	
	Timesheets show	286,226.32	
	Difference		0.00
(2)	Leave accrued this year	(812.52)	
(3)	Fringe Pool is	75,223.01	
	Fringe allocated	75,222.99	
	Difference		(0.02)
(4)	Indirect Pool is	149,135.82	
	Indirect Allocated	149,135.81	
	Difference		(0.01)
	Total adjustments		<u><u>(812.55)</u></u>

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Balance Sheet

Middle Peninsula Planning District Commission
 Period From : 7/1/2019 to 2/29/2020

Run Date: 6/22/20
 Run Time: 3:30:52 pm

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Assets:

10001	C&F Checking_Investment_Sweep	28,335.06
10002	Small Business RLF	143,413.14
10003	Home Improvement RLF	44,993.45
10100	LGIP General Fund	348,038.20
10101	Series 2015 Reserve Fund - Septic (resides in LGIP Gen Fund)	12,500.00
10102	Series 2017 Reserve Fund - LS (resides in LGIP Gen Fund)	16,667.00
10300	LGIP Revolving Loan Fund	38,984.22
10700	LGIP - Living Shoreline RLF	150,109.91
12117	FY18 Contract Receivables	623.56
12118	FY19 Contract Receivables	(42,261.06)
12400	Onsite Principal Receivable	186,622.41
12401	Small Septic Repair Program Loan Receivables	3,919.44
12431	Living Shoreline Incentive Program Loan Receivables	25,304.45
12500	Revolving Loan Deferred/Forgiven	979.05
13000	Property & Equipment	5,486.99
14000	Deferred Outflows	10,096.25
	Total Assets:	973,812.07

Liabilities:

20000	Accounts Payable	7,626.62
20410	2010 VRA Loan - Onsite Repairs	37,500.00
20411	2015 VRA Loan - C-515555-02	127,292.62
20412	2017 VRA Loan - C515617G-02- LS Program	166,200.38
20700	Deferred Revenue	(5,261.72)
21300	FICA Withholding	(29.95)
21400	Health Insurance Withholding	1,551.20
21415	Retirement Plans 5% Employee Contribution	(139.39)
21416	VRS Hybrid Plan Mandatory Employee Cont. 401 Plan	39.36
21417	VRS Hybrid Plan Voluntary Employee Cont - 457 Plan	100.00
21700	Accrued Annual Leave	34,515.30
21750	Accrued Sick Leave	11,239.33
22000	Net Pension Liability	8,337.00
23000	Deferred Inflows	113,784.00
	Total Liabilities:	502,754.75

Projects

30013	EE&CBG Project	(129.58)
30117	Urbanna Comp Plan Update	(465.78)
30118	MPA Staff Support	(8,403.75)
30170	MPBDP Staff Support	4,606.11
30215	TDM Marketing	(7,166.51)
30216	FY20 TDM Operating	(6,940.63)
30317	FY20 Rural Transportation Planning	(44,020.80)
30420	Onsite Loan Management	32,241.21
30428	WQIF 2016, \$183500 RLF match	(31,828.94)
30450	Septic Pumpout	(6,426.82)

Balance Sheet

Middle Peninsula Planning District Commission
 Period From : 7/1/2019 to 2/29/2020

Run Date: 6/22/20
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31002	GA Lobby FY09	22,932.00
31208	MP/NN Regional Debris Management Plan	1,974.69
31209	Re-entry Plan	(35,876.31)
31210	Emergency Mgmt FY19-FY20	(25,839.83)
31500	Living Shoreline Incentive Program	16,554.94
32015	PAA Staff Support	(2,994.63)
32017	NAWCA PAA project	(609.67)
32144	Coastal TA FY19	(8,190.00)
32145	CZM Dredging	(3,207.48)
32146	ANPDC EcoTourism II	(17,645.48)
32147	ANPDC Rural Enhancement Authority	(66.37)
32148	NNPDC WWF Video	2,175.93
32149	WIP III Update	(2,116.52)
32150	CZM Extraction Fee Study	(1,642.24)
32151	NFWF Landowners Living Shorelines & Shoreline Management	1,440.18
32152	DCR Fight the Flood	(14,730.22)
32153	Coastal TA FY20	(26,402.84)
32154	ANPDC EcoTourism3	(28,180.10)
32155	DEQ Planner #16889	(25,610.50)
38019	FY19 Local Projects	37,985.00
38020	Local Projects	75,330.34
38801	Hole in Wall Dredging Project	(8,688.79)
38802	Davis Creek Dredging Project	(8,479.63)
38803	Aberdeen Creek Dredging Project	(4,921.79)
38804	Timberneck Creek Dredging Project	(5,072.80)
39000	General Fund Balance	422,790.13
39101	Restricted Rural Small Business Assistance	141,250.61
39102	Restricted Housing Assistance	38,490.83
	Total Projects	472,113.96
	Total Liabilities and Projects	974,868.71
	Net Difference to be Reconciled	(1,056.64)
	Total Adjustment	(1,056.64)
	Unreconciled Balance	0.00

Balance Sheet

Middle Peninsula Planning District Commission
Period From : 7/1/2019 to 2/29/2020

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Reconciling Items

(1)	Paid Salaries are	253,863.72	
	Timesheets show	253,863.72	
	Difference		0.00
(2)	Leave accrued this year	(1,056.61)	
(3)	Fringe Pool is	66,695.93	
	Fringe allocated	66,695.93	
	Difference		0.00
(4)	Indirect Pool is	133,950.68	
	Indirect Allocated	133,950.65	
	Difference		(0.03)
	Total adjustments		<u><u>(1,056.64)</u></u>

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**Middle Peninsula Planning District Commission
FY21 Budget Overview**

Revenues

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

TOTAL REVENUES	\$2,966,820.00
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Expenses

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

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

Revenues

LOCAL (annual contributions)	LOCAL		\$159,297.00
	County @ \$19,300	\$115,800.00	
	Town @ \$6433	\$19,299.00	
	Special Assessment - PAA Admin (\$600/\$200)	\$4,200.00	
	Special Assessment - GA Lobby (\$2857/\$952)	\$19,998.00	
LOCAL (Other)	LOCAL OTHER		\$2,044,629.56
	AHMP Local Share	\$11,338.56	
	Covid CARES Act	\$871,000.00	
	MPA GoVA Grant Admin	\$10,000.00	
	MPA Staff Support	\$9,000.00	
	PAA GoVA Fishline	\$118,500.00	
	PAA Hogg Island	\$40,000.00	
	PAA VOF Project Admin	\$8,000.00	
	VPA - Cedarbush Creek Dredge Design	\$175,000.00	
	PAA VPA - Dredging Business Plan	\$297,000.00	
	VPA - Gloucester Aberdeen	\$39,176.00	
	VPA - Gloucester Timberneck	\$38,443.00	
	VPA - Gloucester Aberdeen FY20 Administration	\$15,000.00	
	VPA - Gloucester Timberneck FY20 Administration	\$15,000.00	
	VPA - Mathews Davis Creek	\$44,043.00	
	VPA - Mathews Hole-in-the-Wall	\$43,129.00	
	VPA - Parrots Creek Dredge Design	\$150,000.00	
	VPA - Winter Harbor Dredge Design	\$150,000.00	
	Tappahannock Comp Plan	\$10,000.00	
STATE (Direct)	STATE		\$480,247.44
	DEQ - Planner Yr1	\$27,857.00	
	DEQ - Planner Yr2	\$26,000.00	
	DEQ (ANPDC) EcoTourism Year 3	\$14,583.25	
	DEQ (ANPDC) EcoTourism Year 4	\$20,625.75	
	DEQ Coastal Program TA 20	\$17,250.00	
	DEQ Coastal Program TA 21	\$96,825.00	
	DHCD Base Funding (Local TA)	\$75,971.00	
	DRPT (TDM/Rideshare)	\$92,353.00	
	FHWA (VDOT) Rural Transportation Planning	\$72,500.00	
	VDEM All Hazard Update	\$36,282.44	
FEDERAL (Direct)	FEDERAL		\$255,146.00
	NFWF Living Shoreline Ware River	\$99,957.00	
	NFWF Living Shoreline Mathews County	\$155,189.00	
OTHER	MISCELLANEOUS		\$27,500.00
	Interest Income (General Fund)	\$10,000.00	
	Quarterly meetings, etc.	\$0.00	
	Miscellaneous	\$3,000.00	
	RLF Programs Income	\$14,500.00	
			\$2,966,820.00

Middle Peninsula Planning District Commission
FY21 Budget
Expenses

PERSONNEL EXPENSE	PERSONNEL		\$431,090.19
	Executive Director	\$145,193.11	
	CFO	\$71,610.00	
	Deputy Director	\$81,840.00	
	Special Projects Planner	\$66,920.82	
	Executive Assistant - Full time	\$34,526.25	
	Regional Projects Planner (vacant)	\$0.00	
	Regional Projects Planner (vacant)	\$0.00	
	Part time (no benefits)	\$31,000.00	
COVID PERSONNEL EXPENSE	PERSONNEL		\$48,000.00
	CFO	\$ 8,000.00	
	Special Projects Planner	\$ 10,000.00	
	Secretary	\$ 10,000.00	
	Part time (no benefits)	\$ 20,000.00	
FRINGE BENEFITS	FRINGE		\$113,944.88
	Medical Insurance	\$54,490.80	
	Retirement	\$21,554.51	
	Social Security	\$32,503.79	
	Life Insurance	\$4,860.78	
	Workman's Compensation	\$480.00	
	Unemployment Insurance	\$55.00	
FACILITY EXPENSE	FACILITIES		\$37,826.40
	Rental	\$26,450.40	
	Facility Maintenance	\$3,900.00	
	Utilities	\$4,500.00	
	Telephone	\$2,800.00	
	Facility Insurance	\$176.00	
EQUIPMENT AND SUPPLIES EXP	EQUIPMENT/SUPPLIES		\$3,000.00
	Office Supplies	\$2,500.00	
	Other	\$500.00	
TRAVEL EXPENSE	TRAVEL		\$7,425.00
	Private Mileage	\$1,000.00	
	Vehicle Operating Costs	\$2,400.00	
	Vehicle Insurance	\$525.00	
	Lodging /Travel Expense	\$3,000.00	
	Other	\$500.00	
PROFESSIONAL DEVELOPMENT	STAFF DEVELOPMENT		\$13,710.00
	Dues/Memberships	\$4,460.00	
	Training (Workshops, Seminars)	\$1,500.00	
	Conferences	\$7,500.00	
	Subscriptions/Publications	\$250.00	
CONSULTANT/CONTRACTUAL E	CONTRACTUAL/CONSULTING		\$1,851,359.30
	Accounting/Auditing Services	\$8,500.00	
	Legal Services	\$5,000.00	
	Consultant / Contractual Expense	\$1,653,259.30	
	Construction	\$183,200.00	
	Other	\$1,400.00	
MISCELLANEOUS EXPENSE	MISCELLANEOUS		\$77,003.00
	Postage	\$1,200.00	
	Information Technology Cost Center	\$18,331.00	
	Printing/Duplicating	\$13,000.00	
	Promotion/Advertising	\$41,096.00	
	Quarterly Meetings, etc.	\$0.00	
	Meeting Supplies	\$1,400.00	
	Public Officials & General Liability Insurance	\$1,976.00	
	Other	\$0.00	
			\$2,583,358.76

Middle Peninsula Planning District Commission
FY21 Budget
Base Worksheet

	Project	Grant	Match	Less Excluded	Base	Subs
EM	VDEM AHMP All Hazard Update	\$ 108,847.32	\$ 34,015.68	\$ 17,650.00	\$ 125,213.00	Dewberry
Env	CZM Hog Island Resilience Design (PAA)	\$ 40,000.00	\$ -	\$ 40,000.00	\$ -	PDC (3,585), VIMS (36,000), BG (415)
Env	DEQ CZM ANPDC Ecotourism 3 FY20	\$ 25,000.00	\$ 33,333.00	\$ 17,220.00	\$ 41,113.00	Consociate/Berkley Group
Env	DEQ CZM ANPDC Ecotourism 4 FY21	\$ 12,000.00	\$ 15,501.00	\$ 12,416.00	\$ 15,085.00	Consociate/Berkley Group
Env	DEQ CZM Coastal TA 20	\$ 34,500.00	\$ 34,500.00	\$ 5,000.00	\$ 64,000.00	Consociate/Berkley Group
Env	DEQ CZM Coastal TA 21	\$ 64,550.00	\$ 64,550.00	\$ 64,600.00	\$ 64,500.00	Consociate/Berkley Group
Env	DEQ Planner Yr1	\$ 52,000.00	\$ 13,000.00	\$ 10,500.00	\$ 54,500.00	Berkley Group
Env	DEQ Planner Yr2	\$ 52,000.00	\$ 13,000.00	\$ 19,937.00	\$ 45,063.00	Berkley Group
Env	NFWF Living Shoreline Mathews County	\$ 219,410.00	\$ 90,968.00	\$ 196,546.30	\$ 113,831.70	VIMS (39,992), LS Construction (150,000)
Env	NFWF Living Shoreline Ware River Yr2	\$ 199,914.09	\$ -	\$ 84,666.00	\$ 115,248.09	VIMS (83,200), BG (1,466)
Loans	RLF BDP	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00	
Loans	RLF LSIP	\$ 4,500.00	\$ -	\$ -	\$ 4,500.00	
Loans	RLF Onsite	\$ 7,500.00	\$ -	\$ -	\$ 7,500.00	
Local	Covid CARES Act	\$ 871,000.00	\$ -	\$ 24,000.00	\$ 847,000.00	Consociate/Berkley Group
Local	Local Dues	\$ 135,099.00	\$ -	\$ 133,908.00	\$ 1,191.00	
Local	DHCD Local TA Base Funding	\$ 75,971.00	\$ -	\$ -	\$ 75,971.00	
Local	PAA Go VA Fishline	\$ 79,000.00	\$ 39,500.00	\$ 13,000.00	\$ 105,500.00	Consociate/Berkley Group
Local	Tappahannock Comp Plan	\$ 10,000.00	\$ -	\$ 10,000.00	\$ -	Berkley Group
Local	Aberdeen (Gloucester Co)	\$ 117,528.00	\$ -	\$ 82,000.00	\$ 35,528.00	VIMS
Local	Cedarbush (Gloucester Co)	\$ 175,000.00	\$ -	\$ 134,090.00	\$ 40,910.00	VIMS
Local	Davis Creek (Mathews Co)	\$ 132,128.00	\$ -	\$ 82,000.00	\$ 50,128.00	VIMS
Local	VPA Dredging Business Plan	\$ 297,000.00	\$ -	\$ 175,000.00	\$ 122,000.00	VIMS (165,000), BG (10,000)
Local	Hole in the Wall (Mathews Co)	\$ 129,395.00	\$ -	\$ 80,000.00	\$ 49,395.00	VIMS
Local	Parrots Creek (Middlesex Co)	\$ 150,000.00	\$ -	\$ 116,364.00	\$ 33,636.00	VIMS
Local	Timberneck (Gloucester Co)	\$ 115,328.00	\$ -	\$ 80,000.00	\$ 35,328.00	VIMS
Local	Winter Harbor (Mathews Co)	\$ 150,000.00	\$ -	\$ 116,364.00	\$ 33,636.00	VIMS
Local	GA lobby	\$ 19,998.00	\$ -	\$ 19,998.00	\$ -	
Staff Ext	MPA GoVA Grant Admin Support	\$ 4,044.00	\$ -	\$ -	\$ 4,044.00	
Staff Ext	MPA Staff Support	\$ 9,000.00	\$ -	\$ -	\$ 9,000.00	
Staff Ext	PAA Staff Support	\$ 4,200.00	\$ -	\$ -	\$ 4,200.00	
Staff Ext	PAA VOF Easement Support	\$ 8,000.00	\$ -	\$ -	\$ 8,000.00	
Trans	TDM Operating FY21	\$ 73,882.00	\$ 18,471.00	\$ 40,000.00	\$ 52,353.00	Consociate/Berkley Group
Trans	VDOT RTP FY21	\$ 58,000.00	\$ 14,500.00	\$ 68,000.00	\$ 4,500.00	Berkley Group
		\$ 3,437,294	\$ 371,339	\$ 1,643,259	\$ 2,165,374	
	Indirect costs				\$ (203,810)	
					\$ 1,961,564	

\$3,585	PDC
\$301,642	Consociate/Berkley Group
\$17,650	Dewberry
\$150,000	LS Construction
\$1,026,476	VIMS
\$19,998	GA Lobby
\$133,908	Local Dues
\$1,653,259		

\$ 524,721.00 Directs including consulting and contractual under \$25k

Middle Peninsula Planning District Commission
FY21 Budget
Service Centers 1.0

Environmental Programs		
Resources		
CZM Hog Island Resilience Design (PAA)		\$40,000
DEQ CZM ANPDC Ecotourism 3 FY20		\$58,333
DEQ CZM ANPDC Ecotourism 4 FY21		\$27,501
DEQ CZM Coastal TA 20		\$69,000
DEQ CZM Coastal TA 21		\$129,100
DEQ Planner Yr1		\$65,000
DEQ Planner Yr2		\$65,000
DHCD Local TA Base Funding		\$75,971
NFWF Living Shoreline Mathews County		\$310,378
NFWF Living Shoreline Ware River Yr2		\$199,914
Total Resources		\$1,040,197
Expenses		
Executive Director		\$31,295
CFO		\$300
Deputy Director		\$6,300
Spec Proj Planner		\$14,017
Exec Assist		\$0
Neal Barber		\$0
Directs		\$648,841
Excluded Directs		\$420,448
Fringe		\$13,817
Indirect		\$60,774
Matching funds		\$264,852
Total Expense		\$1,040,197

0

Transportation		
Resources		
TDM Operating FY21		\$92,353
VDOT RTP FY21		\$72,500
Total Resources		\$164,853
Expenses		
Executive Director		\$0
CFO		\$21,758
Deputy Director		\$0
Spec Proj Planner		\$0
Exec Assist		\$0
Neal Barber		\$0
Directs		\$89,020
Excluded Directs		\$42,461
Fringe		\$5,791
Indirect		\$15,313
Matching funds		\$32,971
Total Expense		\$164,853

0

Emergency Management Programs		
Resources		
VDEM AHMP All Hazard Update		\$ 142,863.00
Total Resources		\$142,863
Expenses		
Executive Director		\$0
CFO		\$0
Deputy Director		\$0
Spec Proj Planner		\$53,000
Exec Assist		\$0
Neal Barber		\$0
Directs		\$26,123
Excluded Directs		\$17,650
Fringe		\$14,107
Indirect		\$15,617
Matching funds		\$34,016
Total Expense		\$142,863

\$0

Housing		
Resources		
		TBD
Expenses		
		TBD

Staff Support to External Entities		
Resources		
MPA GoVA Grant Admin Support		\$4,044
MPA Staff Support		\$9,000
PAA Staff Support		\$4,200
PAA VOF Easement Support		\$8,000
Total Resources		\$25,244
Expenses		
Executive Director		\$0
CFO		\$10,363
Deputy Director		\$0
Spec Proj Planner		\$0
Exec Assist		\$5,300
Neal Barber		\$0
Directs		\$1,089
Excluded Directs		\$0
Fringe		\$4,169
Indirect		\$4,323
Total Expense		\$25,244

\$0

Loan Programs		
Resources		
RLF Business		\$2,500
RLF Living Shoreline		\$4,500
RLF Onsite Loans		\$7,500
Total Resources		\$14,500
Expenses		
Executive Director		\$0
CFO		\$9,491
Deputy Director		\$0
Spec Proj Planner		\$0
Exec Assist		\$0
Neal Barber		\$0
Directs		\$0
Excluded Directs		\$0
Fringe		\$2,526
Indirect		\$2,483
Total Expenses		\$14,500

\$0

Local & Regional Planning Projects		
Resources		
Covid CARES Act		\$871,000
GA lobby		\$19,998
Local Dues		\$135,099
PAA Go VA Fishline		\$118,500
Tappahannock Comp Plan		\$10,000
VPA Aberdeen (Gloucester Co)		\$117,528
VPA Cedarbush (Gloucester Co)		\$175,000
VPA Davis Creek (Mathews Co)		\$132,128
VPA Dredging Business Plan		\$297,000
VPA Hole in the Wall (Mathews Co)		\$129,395
VPA Parrots Creek (Middlesex Co)		\$150,000
VPA Timberneck (Gloucester Co)		\$115,328
VPA Winter Harbor (Mathews Co)		\$150,000
Total Resources		\$2,420,976
Expenses		
Executive Director		\$72,900
CFO		\$13,000
Deputy Director		\$75,547
Spec Proj Planner		\$0
Exec Assist		\$0
Neal Barber		\$51,000
Directs		\$1,713,399
Excluded Directs		\$0
Fringe		\$56,547
Indirect		\$399,083
Matching funds		\$39,500
Total Expenses		\$2,420,976

\$0

Indirect/Agency Admin		
Resources		
Indirect Costs to Projects		\$497,594
Total Resources		\$497,594
Expenses		
Executive Director		\$0

MPPDC FY21 Staffing

Includes 2.3% COLA

Position	.80 Base Salary	
Executive Director	\$116,154	12 months
CFO	\$57,288	12 months
Deputy Director	\$65,472	12 months
Spec Proj Planner	\$53,537	12 months
Exec Assist	\$27,621	12 months
Part-time (Neal Barber)	\$51,000	12 months at 1.0 FTE
Berkley Group	\$191,608	Berkley Group Planners - 12 months contractual support from BG as needed

Middle Peninsula Planning District Commission
FY21 Budget
Employee \$ By Project

	ED-Lewie	CFO-Heather	DD-Curt	SPP-Jackie	EA-Dawn	Neal B.	LOCAL	Berkley Group	Total \$
Environmental Programs:									
CZM Hog Island Resilience Design (PAA)	\$1,325.00	\$300.00	\$0.00	\$415.00	\$0.00	\$0.00	\$0.00	\$415.00	\$2,040.00
DEQ CZM ANPDC Ecotourism 3 FY20	\$10,593.00	\$0.00	\$0.00	\$4,220.00	\$0.00	\$0.00	\$0.00	\$4,220.00	\$14,813.00
DEQ CZM ANPDC Ecotourism 4 FY21	\$0.00	\$0.00	\$0.00	\$5,916.00	\$0.00	\$0.00	\$0.00	\$5,916.00	\$5,916.00
DEQ CZM Coastal TA 20	\$9,555.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,555.00
DEQ CZM Coastal TA 21	\$3,300.00	\$0.00	\$6,300.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$54,600.00	\$11,600.00
DEQ Planner Yr1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,500.00	\$0.00
DEQ Planner Yr2	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19,937.00	\$0.00
NFWF Living Shoreline Mathews County	\$6,522.12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,554.30	\$6,522.12
NFWF Living Shoreline Ware River Yr2	\$0.00	\$0.00	\$0.00	\$1,466.00	\$0.00	\$0.00	\$0.00	\$1,466.00	\$1,466.00
Project Subtotal	\$31,295.12	\$300.00	\$6,300.00	\$14,017.00	\$0.00	\$0.00	\$0.00	\$103,608.30	\$51,912.12
Transportation:									
TDM Operating FY21	\$0.00	\$21,758.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$21,758.00
VDOT RTP FY21	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$68,000.00	\$0.00
Project Subtotal	\$0.00	\$21,758.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$68,000.00	\$21,758.00
Emergency Management Programs:									
VDEM AHMP All Hazard Update	\$0.00	\$0.00	\$0.00	\$53,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$53,000.00
Project Subtotal	\$0.00	\$0.00	\$0.00	\$53,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$53,000.00
Staff Support to External Entities:									
MPA GoVA Grant Admin Support	\$0.00	\$3,044.00	\$0.00	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$4,044.00
MPA Staff Support	\$0.00	\$5,000.00	\$0.00	\$0.00	\$4,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00
PAA Staff Support	\$0.00	\$2,319.00	\$0.00	\$0.00	\$300.00	\$0.00	\$0.00	\$0.00	\$2,619.00
PAA VOF Easement Support	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Project Subtotal	\$0.00	\$10,363.00	\$0.00	\$0.00	\$5,300.00	\$0.00	\$0.00	\$0.00	\$15,663.00
Loan Programs:									
RLF Business	\$0.00	\$1,636.38	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,636.38
RLF Living Shoreline	\$0.00	\$2,945.48	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,945.48
RLF Onsite Loans	\$0.00	\$4,909.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,909.14
Project Subtotal	\$0.00	\$9,491.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Local & Regional Planning Projects:									
Covid CARES Act	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$20,000.00
Local Dues	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$135,099.00	\$0.00	\$135,099.00
DHCD Local TA Base Funding	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75,971.00	\$0.00	\$75,971.00
PAA Go VA Fishline	\$15,900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,900.00
Tappahannock Comp Plan	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00
VPA Aberdeen (Gloucester Co)	\$0.00	\$1,000.00	\$1,848.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,848.00
Gloucester Local 15K	\$8,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$15,000.00
VPA Cedarbush (Gloucester Co)	\$17,000.00	\$2,000.00	\$21,910.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,910.00
VPA Davis Creek (Mathews Co)	\$0.00	\$1,000.00	\$7,964.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,964.00
VPA Dredging Business Plan	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$31,000.00	\$0.00	\$10,000.00	\$1,000.00
VPA Hole in the Wall (Mathews Co)	\$0.00	\$1,000.00	\$7,910.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,910.00
VPA Parrots Creek (Middlesex Co)	\$12,000.00	\$2,000.00	\$17,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,000.00
VPA Timberneck (Gloucester Co)	\$0.00	\$1,000.00	\$1,915.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,915.00
Gloucester Local 15K	\$8,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$9,000.00
VPA Winter Harbor (Mathews Co)	\$12,000.00	\$2,000.00	\$17,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$31,000.00
Project Subtotal	\$72,900.00	\$13,000.00	\$75,547.00	\$0.00	\$0.00	\$51,000.00	\$223,070.00	\$20,000.00	\$398,517.00
Subtotal	\$104,195.12	\$54,912.00	\$81,847.00	\$67,017.00	\$5,300.00	\$51,000.00	\$223,070.00	\$191,608.30	\$540,850.12
1.0 Staff Salaries	\$145,193.11	\$71,610.00	\$81,840.00	\$66,920.82	\$34,526.25	\$51,000.00	\$0.00	\$0.00	\$451,090.19
Less Subtotal from above (row 60)	\$104,195.12	\$54,912.00	\$81,847.00	\$67,017.00	\$5,300.00	\$51,000.00	\$223,070.00	\$191,608.30	\$540,850.12
Needed to cover salary	\$40,997.99	\$16,698.00	-\$7.00	-\$96.18	\$29,226.25	\$0.00	-\$223,070.00	-\$191,608.30	-\$89,759.94
If a negative number (GREEN), this is an excess of funding and can be moved to another staff member.									
INDIRECT SALARY	\$41,000.00	\$16,500.00	\$0.00	\$0.00	\$29,000.00	\$0.00	\$0.00	\$0.00	\$86,500.00

Middle Peninsula Planning District Commission
 FY21 Budget
 FD Indirect

Environmental Programs	
Resources	
CZM Hog Island Resilience Design (PAA)	\$40,000
DEQ CZM ANPDC Ecotourism 3 FY20	\$58,333
DEQ CZM ANPDC Ecotourism 4 FY21	\$27,501
DEQ CZM Coastal TA 20	\$69,000
DEQ CZM Coastal TA 21	\$129,100
DEQ Planner Yr1	\$65,000
DEQ Planner Yr2	\$65,000
DHCD Local TA Base Funding	\$75,971
NFWF Living Shoreline Mathews County	\$310,378
NFWF Living Shoreline Ware River Yr2	\$199,914
Total Resources	\$1,040,197
Expenses	
Executive Director	\$31,295
CFO	\$300
Deputy Director	\$6,300
Spec Proj Planner	\$14,017
Exec Assist	\$0
Neal Barber	\$0
Directs	\$648,841
Excluded Directs	\$420,448
Fringe	\$13,817
Indirect	\$60,774
Matching funds	\$264,852
Total Expense	\$1,040,197
	\$0

Transportation	
Resources	
TDM Operating FY21	\$92,353
VDOT RTP FY21	\$72,500
Total Resources	\$164,853
Expenses	
Executive Director	\$0
CFO	\$21,758
Deputy Director	\$0
Spec Proj Planner	\$0
Exec Assist	\$0
Neal Barber	\$0
Directs	\$89,020
Excluded Directs	\$42,461
Fringe	\$5,791
Indirect	\$15,313
Matching funds	\$32,971
Total Expense	\$164,853
	\$0

Emergency Management Programs	
Resources	
VDEM AHMP All Hazard Update	\$142,863
Total Resources	\$142,863
Expenses	
Executive Director	\$0
CFO	\$0
Deputy Director	\$0
Spec Proj Planner	\$53,000
Exec Assist	\$0
Neal Barber	\$0
Directs	\$26,123
Excluded Directs	\$17,650
Fringe	\$14,107
Indirect	\$15,617
Matching funds	\$34,016
Total Expense	\$142,863
	\$0

Grand Total Resources \$4,306,227
 Grand Total Expenses \$3,850,866

Staff Support to External Entities	
Resources	
MPA GoVA Grant Admin Support	\$4,044
MPA Staff Support	\$9,000
PAA Staff Support	\$4,200
PAA VOF Easement Support	\$8,000
Total Resources	\$25,244
Expenses	
Executive Director	\$0
CFO	\$10,363
Deputy Director	\$0
Spec Proj Planner	\$0
Exec Assist	\$5,300
Neal Barber	\$0
Directs	\$1,089
Excluded Directs	\$0
Fringe	\$4,169
Indirect	\$4,323
Total Expense	\$25,244
	\$0

Loan Programs	
Resources	
RLF Business	\$2,500
RLF Living Shoreline	\$4,500
RLF Onsite Loans	\$7,500
Total Resources	\$14,500
Expenses	
Executive Director	\$0
CFO	\$9,491
Deputy Director	\$0
Spec Proj Planner	\$0
Exec Assist	\$0
Neal Barber	\$0
Directs	\$0
Excluded Directs	\$0
Fringe	\$2,526
Indirect	\$2,483
Total Expenses	\$14,500
	\$0

Local & Regional Planning Projects	
Resources	
Covid CARES Act	\$871,000
GA lobby	\$19,998
Local Dues	\$135,099
PAA Go VA Fishline	\$118,500
Tappahannock Comp Plan	\$10,000
VPA Aberdeen (Gloucester Co)	\$117,528
VPA Cedarbush (Gloucester Co)	\$175,000
VPA Davis Creek (Mathews Co)	\$132,128
VPA Dredging Business Plan	\$297,000
VPA Hole in the Wall (Mathews Co)	\$129,395
VPA Parrots Creek (Middlesex Co)	\$150,000
VPA Timberneck (Gloucester Co)	\$115,328
VPA Winter Harbor (Mathews Co)	\$150,000
Total Resources	\$2,420,976
Expenses	
Executive Director	\$72,900
CFO	\$13,000
Deputy Director	\$75,547
Spec Proj Planner	\$0
Exec Assist	\$0
Neal Barber	\$51,000
Directs	\$1,713,399
Excluded Directs	\$0
Fringe	\$56,547
Indirect	\$399,083
Matching funds	\$39,500
Total Expenses	\$2,420,976
	\$0

Indirect/Agency Admin	
Resources	
Indirect Costs to Projects	\$497,594

Position	Base Salary	1.0 Salary	Available
Executive Director	116154	145193	40998
CFO	57288	71610	6698
Deputy Director	65472	81840	-7
Spec Proj Planner	53537	66921	-96
Exec Assist	27621	34526	29226

Middle Peninsula Planning District Commission
FY21 Budget
FY21 Analysis

Environmental Programs	
Resources	
CZM Hog Island Resilience Design (PAA)	\$40,000
DEQ CZM ANPDC Ecotourism 3 FY20	\$58,333
DEQ CZM ANPDC Ecotourism 4 FY21	\$27,501
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Total Resources	1,040,197
Expenses	
Executive Director	31,295
CFO	300
Deputy Director	6,300
Spec Proj Planner	14,017
Exec Assist	0
Neal Barber	0
Directs	648,841
Excluded Directs	420,448
Fringe	\$13,817
Indirect	\$60,774
Matching funds	\$264,852
Total Expense	\$1,040,197

Transportation	
Resources	
TDM Operating FY21	\$92,353
VDOT RTP FY21	\$72,500
Total Resources	164,853
Expenses	
Executive Director	0
CFO	21,758
Deputy Director	0
Spec Proj Planner	0
Exec Assist	0
Neal Barber	0
Directs	89,020
Excluded Directs	\$42,461
Fringe	\$5,791
Indirect	\$15,313
Matching funds	\$32,971
Total Expense	\$164,853

Emergency Management Programs	
Resources	
VDEM AHMP All Hazard Update	\$142,863
Total Resources	\$142,863
Expenses	
Executive Director	\$0
CFO	\$0
Deputy Director	\$0
Spec Proj Planner	\$53,000
Exec Assist	\$0
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Excluded Directs	\$17,650
Fringe	\$14,107
Indirect	\$15,617
Matching funds	\$34,016
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Staff Support to External Entities	
Resources	
MPA GoVA Grant Admin Support	\$4,044
MPA Staff Support	\$9,000
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Total Resources	\$25,244
Expenses	
Executive Director	\$0
CFO	\$10,363
Deputy Director	\$0
Spec Proj Planner	\$0
Exec Assist	\$5,300
Neal Barber	\$0
Directs	\$1,089
Excluded Directs	\$0
Fringe	\$4,169
Indirect	\$4,323
Total Expense	\$25,244

Loan Programs	
Resources	
RLF Business	\$2,500
RLF Living Shoreline	\$4,500
RLF Onsite Loans	\$7,500
Total Resources	\$14,500
Expenses	
Executive Director	\$0
CFO	\$9,491
Deputy Director	\$0
Spec Proj Planner	\$0
Exec Assist	\$0
Neal Barber	\$0
Directs	\$0
Excluded Directs	\$0
Fringe	\$2,526
Indirect	\$2,483
Total Expenses	\$14,500

Local & Regional Planning Projects	
Resources	
Covid CARES Act	\$871,000
GA lobby	\$19,998
Local Dues	\$135,099
PAA Go VA Fishline	\$118,500
Tappahannock Comp Plan	\$10,000
VPA Aberdeen (Gloucester Co)	\$117,528
VPA Cedarbush (Gloucester Co)	\$175,000
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Total Resources	\$2,420,976
Expenses	
Executive Director	\$72,900
CFO	\$13,000
Deputy Director	\$75,547
Spec Proj Planner	\$0
Exec Assist	\$0
Neal Barber	\$51,000
Directs	\$1,713,399
Excluded Directs	\$0
Fringe	\$56,547
Indirect	\$399,083
Matching funds	\$39,500
Total Expenses	\$2,420,976

Indirect/Agency Admin	
Resources	
Indirect Costs to Projects	497,594
Total Resources	497,594
Expenses	
Executive Director	0
CFO	10,000
Deputy Director	0
Spec Proj Planner	0
Exec Assist	25,000
Neal Barber	0
Fringe	\$7,232
Non salary indirect costs	94,286
Total Expenses	136,518

Position	Base Salary	1.0 Salary	Available		
Executive Director	\$116,154	\$145,193	\$40,998	71.8%	
CFO	\$57,288	\$71,610	\$6,698	90.6%	
Deputy Director	\$65,472	\$81,840	-\$7	100.0%	
Spec Proj Planner	\$53,537	\$66,921	-\$96	100.1%	
Exec Assist	\$27,621	\$34,526	\$4,226	87.8%	
Part-time	\$51,000	\$51,000	\$0	100.0%	
		\$451,090	\$51,819	88.5%	

Position	1.0 FTE	Hourly Rate	Available
Exec Dir	\$145,193.11	\$69.80	\$0.00
CFO	\$71,610.00	\$34.43	\$0.00
Deputy Director	\$81,840.00	\$39.35	\$0.00
Spec Proj Planner	\$66,920.82	\$32.17	\$0.00
Exec Assistant	\$34,526.25	\$16.60	\$0.00
Planner 1 - vacant		\$0.00	\$0.00
Planner - vacant		\$0.00	\$0.00
Part-time	\$51,000.00	\$24.52	\$0.00
	\$451,090.19		\$0.00

Indirect Rate Computation				
Position	Salary	Indirect	% Indirect	Direct
Executive Director	\$145,193.11	\$41,000.00	28%	\$104,193.11
CFO	\$71,610.00	\$16,500.00	23%	\$55,110.00
Deputy Director	\$81,840.00	\$0.00	0%	\$81,840.00
Spec Proj Planner	\$66,920.82	\$0.00	0%	\$66,920.82
Exec Assist	\$34,526.25	\$29,000.00	84%	\$5,526.25
Planner	\$0.00	\$0.00		\$0.00
Part-time	\$51,000.00	\$0.00		\$51,000.00
Part-time	\$0.00	\$0.00		\$0.00
Total	\$451,090.19	\$86,500.00		\$364,590.19

Other Base				\$ 524,721.00
Fringe @26.81%	\$120,066.79	\$23,023.73		\$97,043.07
Base	\$109,523.73			\$986,354.25
Base Funding		\$0.00		
Office Space Rent		\$0.00		
Facilities		\$37,826.40		
Equip/supplies		\$3,000.00		
Veh/Staff		\$6,900.00		
Dues		\$4,460.00		
ACTG & Legal		\$13,500.00		
Misc		\$28,600.00		
Total Indirect		\$203,810.13		
Indirect rate		0.2066		
Fringe Rate		0.2662		

.80 FTE

Position	Base	Hourly Rate	Available
Executive Director	\$116,154.49	\$55.84	\$0.00
CFO	\$57,288.00	\$27.54	\$0.00
Deputy Director	\$65,472.00	\$31.48	\$0.00
Spec Proj Planner	\$53,536.66	\$25.74	\$0.00
Exec Assist	\$27,621.00	\$13.28	\$0.00
PT-Neal Barber	\$51,000.00	\$24.52	\$0.00
	\$371,072.15		\$0.00

1.0 FTE

Position	1.0 FTE	Hourly Rate	Available
Executive Director	\$145,193.11	\$69.80	\$0.00
CFO	\$71,610.00	\$34.43	\$0.00
Deputy Director	\$81,840.00	\$39.35	\$0.00
Spec Proj Planner	\$66,920.82	\$32.17	\$0.00
Exec Assist	\$34,526.25	\$16.60	\$0.00
PT-Neal Barber	\$51,000.00	\$24.52	\$0.00
	\$451,090.19		\$0.00

Indirect Rate Computation				
Position	Salary	Indirect	% Indirect	Direct
Executive Director	\$116,154.49	\$ 41,000.00	35%	\$75,154.49
CFO	\$57,288.00	\$ 16,500.00	29%	\$40,788.00
Deputy Director	\$65,472.00	\$ -	0%	\$65,472.00
Spec Proj Planner	\$53,536.66	\$ -	0%	\$53,536.66
Exec Assist	\$27,621.00	\$ 29,000.00	105%	-\$1,379.00
PT Neal Barber	\$51,000.00	\$ -	0%	\$51,000.00
Total	\$371,072.15	\$86,500.00		\$284,572.15
Other Base				\$ 524,721.00
Fringe @ 26.81	\$98,768.37	\$23,023.73		\$75,744.64
Base		\$109,523.73		\$885,037.79
Base Funding		\$0.00		
Office Space Rent		\$0.00		
Facilities		\$37,826.40		
Equip/supplies		\$3,000.00		
Veh/Staff		\$6,900.00		
Dues		\$4,460.00		
ACTG & Legal		\$13,500.00		
Misc		\$28,600.00		
Total Indirect		\$203,810.13		
Indirect rate		0.2303		
Fringe Rate		0.2662		

Indirect Rate Computation				
Position	Salary	Indirect	% Indirect	Direct
Executive Director	\$145,193.11	\$ 41,000.00	28%	\$104,193.11
CFO	\$71,610.00	\$ 16,500.00	23%	\$55,110.00
Deputy Director	\$81,840.00	\$ -	0%	\$81,840.00
Spec Proj Planner	\$66,920.82	\$ -	0%	\$66,920.82
Exec Assist	\$34,526.25	\$ 29,000.00	84%	\$5,526.25
PT Neal Barber	\$51,000.00	\$ -	0%	\$51,000.00
Total	\$451,090.19	\$86,500.00		\$364,590.19
Other Base				\$524,721.00
Fringe @ 26.81	\$120,066.79	\$23,023.73		\$97,043.07
Base		\$109,523.73		\$986,354.25
Base Funding		\$0.00		
Office Space Rent		\$0.00		
Facilities		\$37,826.40		
Equip/supplies		\$3,000.00		
Veh/Staff		\$6,900.00		
Dues		\$4,460.00		
ACTG & Legal		\$13,500.00		
Misc		\$28,600.00		
Total Indirect		\$203,810.13		
Indirect rate		0.2066		
Fringe Rate		0.2662		

**Middle Peninsula Planning District Commission
Living Shoreline **Resiliency** Incentive Funding Program**

**Virginia Revolving Loan Fund Program Design
And Guidelines – December, 2015**

Amended 6/24/2020

OVERVIEW

The Program Design and Guidelines for the Middle Peninsula Living Shoreline **Resiliency** Incentive Funding Program (LSIP) will delineate marketing strategies, loan application and review process, environmental review, funds management and administration, and loan agreements with property (residential and business) owners.

This program will provide incentives in the form of funding and insurance for homeowners to install living shorelines in lieu of shore hardening approaches for shoreline stabilization on private property. **Living shorelines are an important shoreline management BMP recognized under the Chesapeake Bay Watershed Implementation Plan (WIP). The Middle Peninsula Planning District Commission’s program is an essential tool for the delivery of Commonwealth WIP commitments.**

I. Marketing Strategy

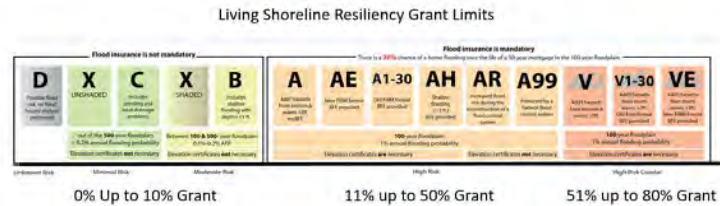
- A. Geographic Area of Program: The Program will be available to homeowners of property located in the Middle Peninsula Planning District of Virginia. The localities of the Middle Peninsula are the counties of Essex, Gloucester, King and Queen, King William, Mathews, and Middlesex; and the towns of Tappahannock, Urbanna, and West Point.

- B. Solicitation of Applications: Loan applications will be sought through the following means:
 - 1. Referrals from private sector contractors and engineers.
 - 2. Referrals from Local Governments or other agencies.
 - 3. News releases, Public Information Notices-Newspapers, fliers at public locations, educational displays at Captain Sinclair Landing

- C. Income Guideline –Residential participation will be based on the household income and ability to pay. Businesses will provide documentation such as profit and loss statement and/or other documentation of adequate business equity to collateralize the public investment). Grant/Loan awards, if available will be based on the program requirements of the source of the funds, if any.

Unless otherwise dictated by the source of the grant funds, MPPDC will distribute grant funds on a sliding scale according to FEMA Flood

insurance zones for any qualified resiliency project that meets the definition of a living shoreline found in § 28.2-104.1 of the Code of Virginia and is designed to attenuate the impinging wave climate across the sill and marsh system during significant storm events. A design will use statistical water levels and wave heights per FEMA flood zones and the fetch exposure referenced in FEMA flood insurance rate study or other qualified study.



D. Terms of Loan:

All loans over \$3,000 will be secured with a deed of trust granted to the Middle Peninsula Planning District Commission. **Businesses may use a deed of trust, security agreement, UCC Liens etc** . The owner of the property must agree that, if the property is sold, transferred, or otherwise conveyed voluntarily, when the owner is living, or if the real estate ceases for any reason to be the owner’s principal place of residence, any outstanding principal amount must be paid back to the Middle Peninsula Planning District Commission. **If a business is sold and the living shoreline debt is to be assumed, a business may carry forward loan debt as part of the business sale, assuming approval is granted by the MPPDC prior to sale. If not, any outstanding principal (and grant) amount must be paid back to the Middle Peninsula Planning District Commission**

E. All beneficiaries must make monthly loan payments by automated clearing house debit from a valid checking or savings account.

- F.**
1. Interest and principal payments will commence as soon as funds are released. Final payment to owner or contractor will not be released until review by VMRC or local wetlands board staff to ensure the project has been completed consistent with the terms and conditions of the VMRC or wetlands permit.
 2. Loan interest rates will be at the WSJ Prime Rate as published at <http://www.bankrate.com/rates/interest-rates/wall-street-prime-rate.aspx>
 3. **Alternatively, if the applicant has a banking relationship with a lending institution with a physical foot print within the Middle**

Peninsula, the program will match a verified HELOC rate to a floor of 2% rate. An additional ¼% rate reduction below a verified HELOC rate can be included for any project located in a FEMA A, AE, AH, AR, A99, VorVE flood zone designed to attenuate wave energy and storm surge.

4. In order to close out lending on an existing MPPDC-DEQ-VRA loan, the applicant may negotiate an interest rate to facilitate the closure of any outstanding loan balance to assist the Commission with refunding of the program. A rate floor of 1.5% is established.
5. Low income homeowners may be offered grants and lower interest rates based on household income.

G. Loan Process

1. Applicant shall complete application provided by MPPDC
2. MPPDC staff can assist with application as needed
3. Loan terms and payments options will be discussed with client. Loans shall be amortized by monthly installment payments.
4. Completed application will be provided to MPPDC Closing Agent for loan processing and loan closing
5. Applicant and MPPDC will close loan. Loan Closing will take place at the office of the Middle Peninsula Planning District Commission, loan closing agents office or other agreed to location.

H. Loan term:

1. Loans of \$10,000 or less will be financed for up to 60 months.
2. Loans over \$10,000 to \$35,000 will have the option of financing for up to 120 months.
3. Loans over \$35,000 will have the option of financing for up to 180 months, with approval from VRA.
4. For eligible applicants receiving VRA loan forgiveness, terms of forgiveness will be included within the promissory note. If the applicant pays off the note before maturity, any outstanding loan forgiveness must be repaid and included as part of the payoff calculations. VRA funding for reach based, multi parcel projects will be handled on a case by case basis with terms included in the promissory note(s)

- I. Property transfer criteria:** Balance of the principal of the loan shall be due and payable to The Middle Peninsula Planning District Commission upon sale or transfer of the property.

J. Identification of Prior Existing Debt:

1. No subordination of loan shall be done for equity mortgage requests by beneficiary.
2. Applications found to carry a delinquent or defaulted first mortgage shall be ineligible for assistance. Applicants whose property is financed must carry a current first mortgage in good standing. This mortgage must have been current for at least the 12-month period prior to application or since inception of mortgage if in existence less than 12 months.

K. Size of Loan: Loans shall not be less than \$1,000.

L. Fees and Service Charges:

1. Application Fee-\$40 required at time of application.
2. Administrative Fee – To be determined based on cost of necessary documentation and closing costs. May be amortized with loan funds.
3. Late Fee-5% charged on unpaid payment due applies when 7 days past due date of payment.

M. Security: Individual property owners receiving loans will sign a promissory note for the term of the loan. Loans over \$3,000 are to be secured by a Deed of Trust.

N. Financing, Permits, Inspections, Contractor Selection and Certification, Disbursement of Funds

The Middle Peninsula Planning District Commission Living Shoreline Incentive and Funding Program will authorize VRA financing of any project not prohibited by any local ordinance and approved by VMRC or the applicable local wetlands board that satisfies the definition of a living shoreline consistent with § 28.2-104.1 of the Code of Virginia.

If required by either the permitting agency or terms of a grant award, monitoring of the site, absent other requirements will be required for 3 years after installation following protocol elements outlined in Milligan et al 2019. Monitoring cost can be financed as part of the project.

Applicants are encouraged to review the MPPDC Fight the Flood Program Design for access to information related to contractor services

Contractor may request partial reimbursement payment for ordering of materials necessary for the job. Pre-draws will collect interest at the rate agreed to in the promissory note. Accrued interest for pre-draws will be added to the final note payment. Principal and interest payments will commence when the project has been completed.

Final funds will be disbursed to homeowners/contractor only after acknowledgement by local wetlands board and/or VMRC of satisfactory completion of projects. Homeowner/Contractor shall provide to MPPDC a statement of final project completion

- O. Insurance Program: Dependent on securing the necessary funding, the Middle Peninsula Planning District Commission Living Shoreline Incentive and Funding Program will “insure” the plants of eligible living shoreline installations for up to two (2) years following initial construction dependent on funds available in the insurance pool program at the time of claim. In the event the plants die, **the reason must be explained for the need to be replaced. If applicable,** the program will provide grant funds necessary to purchase and replant the same or similar plants in any installation that was previously funded by the program. This insurance can be utilized up to 2 times per project as long as insurance funds remain in the program. All claims must be certified by program partners (VIMS/VMRC)
- P. **Parametric Living Shoreline Insurance policies can be financed as part of the loan package. The applicant may choose how many years of insurance to finance.**

II. Loan Application and Review

- A. Application Guidelines:
 - 1. Income Eligibility: An applicant shall complete an Income Eligibility worksheet to determine income qualification for determination of ability to repay loan.
 - 2. Application Fee: A \$40 application fee shall be charged at the time of application. The fee shall be nonrefundable.
 - 3. Place and Time of Application: Applications are available at the offices of the Middle Peninsula Planning District Commission, Saluda Professional Center, 125 Bowden Street, Saluda, Virginia between the hours of 8:30 a.m. to 4:30 p.m., Monday through Friday, except holidays, by mail request at PO Box 286, Saluda VA 23149, and by phone at (804) 758-2311. A downloadable application is also available at www.mppdc.com
- B. Review and Approval of Applications:

1. Staff Review- The staff of the Middle Peninsula Planning District Commission will review each application for Completeness and to verify income eligibility.
2. Project Management Committee- The Middle Peninsula Planning District Commission will designate a committee to review and approve each application. If grant funds are available the Committee will determine eligibility for grant funding following the criteria required by the **funder or the program design**. The Committee shall consider the following in determining project priorities:
 - Need for shoreline management at the project site (in consultation with VMRC staff)
 - **FEMA Flood zone**
 - Number of projects funded in a jurisdiction - Localities that have never received funding for a project will be given priority
 - Ability to pay – the ability of the homeowner to repay the loan
3. The MPPDC Board may authorize the Executive Director to complete all loan agreements and notes pursuant to approved loans.

III. Administration of VRA Financing Funds

A. Security: The Living Shoreline Incentive Funding Program will secure the loan with the Virginia Revolving Loan Fund through the revenues generated through loan payments made by individual property owners and through investment of capital funds.

1. Interest Security- The Program will offer loans at interest rates of WSJ Prime as published at www.bankrate.com

B. Alternatively, if the applicant has a banking relationship with a lending institution with a physical foot print within the Middle Peninsula, the program will match a verified HELOC rate to a floor of 2% rate. An additional ¼% rate reduction below a verified HELOC rate can be included for any project located in a FEMA A,AE,AH,AR,A99,VorVE flood zone designed to attenuate wave energy and storm surge

C. In order to close out lending on an existing MPPDC-DEQ-VRA loan, the applicant may negotiate an interest rate to facilitate the closure of any outstanding loan balance to assist the Commission with refunding of the program. A rate floor of 1.5% is established.

2. Principal Security- The MPPDC Program will borrow funds from the Virginia Resource Authority under terms and conditions agreeable to each party. Historically, VRA has loaned the Commission \$250,000 for a period of 15 years at a 0% interest rate, but terms and conditions will vary as the Commission recapitalizes its program over time.
3. Total Annual Security/Annual Debt Payments- At program start up, annual debt payments will be \$16,667, to be paid in semi-annual payments of \$8,333. Future annual debt payments will vary based on recapitalization of the fund and terms offered by VRA. MPPDC will manage the loan fund and portfolio to ensure repayment of indebtedness.
4. MPPDC will establish a Loan Loss Reserve in the amount of \$16,667 or an amount equal to one (1) year debt service payments. These funds will be designated as “Restricted Cash – MPPDC Series 2017 Reserve Fund” on the MPPDC balance sheet until such time as the loan is repaid in full.

B. Administration:

1. The Middle Peninsula Planning District Commission will dedicate staff personnel to administer the Program. The Executive Director will provide supervisory guidance to the program.
2. The MPPDC will work closely with the State agencies involved in the protection of water quality. The Department of Environmental Quality and the Virginia Marine Resources Council will provide project guidance and assist through the permitting process.
3. The MPPDC Board will designate a Project Management Committee to provide input into the loan review and financial management aspects of the Program. The Board will also be involved in oversight of the entire program.
4. Fund Administration-The Program will invest any undisbursed portion of the loan proceeds with banks operating in the region or the Commonwealth of Virginia Department of the Treasury Local Government Investment Pool. Revenues from loan payments will be invested in said accounts providing liquidity to coincide with debt payments to the VRLF. Interest earnings from the Program will be available for administration costs and loan security. All revenues available after debt payments and administration costs may be utilized to provide additional assistance through the form of additional loans and/or grants to qualified applicants.

IV. Notification of Changes to the Local Program

The MPPDC will notify the Department of Environmental Quality and the Virginia Resources Authority of any anticipated changes to the Program Design at least 60 days prior to the effective date of such changes.

**Middle Peninsula Planning District Commission
Fight the Flood Program**

**Program Design
April 19, 2020**

OVERVIEW

The Program Design for the Middle Peninsula Fight the Flood Program (FTF) outlines marketing strategies, loan application, review process, funds management, administration, and loan agreements with property and business owners. This document can be administratively reviewed with minor programmatic amendments subject to MPPDC Chairman approval. Significant programmatic changes require Commission approval.

Fight the Flood: Public Purpose Statement

The MPPDC Fight the Flood (FTF) program recognizes the need to better secure the tax base of coastal localities; the inherent risk to the delivery of essential governmental services, including public safety, posed by coastal storms and recurrent flooding of all types; and the relationship between at-risk waterfront real estate values and funding of essential governmental services. The FTF program exists to help flood-prone property owners access programs and services to better manage challenges posed by flood water. When grants and loans are available, it is the policy of the MPPDC to provide such to qualified participants based on the terms and conditions associated with flood risk, as well as providing various grant and loan funds available to support the public purpose(s) for which the funds have been allocated.

The Fight the Flood program goals are to generate and facilitate community resiliency by addressing flooding issues while also enhancing water quality, and to encourage economic growth by targeting and attracting businesses to provide flood mitigation products and services for flood-prone properties, including shorelines and buildings.

To accomplish its stated goal, the Fight the Flood program identified three core **Objectives** that develop the program's policy framework:

Objectives

1. Provide financial products to influence consumer behavior for managing and mitigating flood risk
 - a. Offer a suite of financial products (i.e. loans, grants, insurance) with a correlation to lower interest rates and grants for shorelines under greater risk; higher rates and less grant funding for lower risk shorelines using FEMA flood zones

- b. **When possible, leverage General Assembly legislation such as § 58.1-3228.1.**
Partial exemption from real property taxes for flood mitigation efforts for grant matching funds.
 - 2. Provide consumer to professional services connections through the Fight the Flood program
 - a. Registered consumers with a flood mitigation issue will have direct access to a pool of established resiliency professionals.
 - b. Participating companies are evaluated on a regular basis
 - c. Resiliency professional registered under Fight the Flood may provide discounted professional services to consumers in need.
 - 3. Utilize reach-based Shoreline Implementation “Battle Plans” to facilitate multi parcel mitigation projects for economy of scale. These plans will be prepared and or reviewed by qualified professionals in the field of coastal flooding, such as Virginia Institute of Marine Science Shoreline Studies Program or plans funded under the Virginia Coastal Zone Management Program
-

I. Marketing Strategy

- A. Geographic Area of Program: The Program shall be available to homeowners located in the Middle Peninsula Planning District Commission (“MPPDC”). The MPPDC comprises of the following member-localities: counties of Essex, Gloucester, King and Queen, King William, Mathews, and Middlesex; and the towns of Tappahannock, Urbanna, and West Point.
- B. Solicitation of Fight the Flood/Marketing:
 - 1. Referrals from private sector contractors, design professionals, flood mitigations companies and engineers
 - 2. Referrals from local governments, including local wetland boards and/or other State agencies
 - 3. Social Media Channels, Websites, News releases, Public Information Notices, i.e. newspapers, fliers at public locations, educational displays
- C. Outcomes from FTF Participation:
 - 1. Encourage homeowners to purchase flood insurance;
 - 2. Encourage homeowners with existing flood insurance to evaluate cost effectiveness for premium relief;
 - 3. Encourage homeowners to practice coastal resilience to manage flood risk and reduce damage
- D. Available FTF financial & insurance products:

Current existing products are included in the FTF program

 - 1. MPPDC Revolving Loan Program Funding
 - Living Shorelines Resiliency Incentive Funding Program

- a. Nature-based shoreline BMP construction
 - b. Coastal stormwater BMP construction
 - Septic Repair Program
 - Energy Efficiency Revolving Loan Program
 - Small Business Financing, Training, loan and grants
 - Other loans programs as available
 - 2. MPPDC Grants
 - Grants shall be leveraged and utilized to provide protection for hazard and flood prone areas with an enhanced focus on socioeconomically vulnerable property owners.
 - a. Nature-based shoreline BMP construction
 - b. Coastal stormwater BMP construction
 - c. Residential infrastructure resiliency improvements (i.e. structures, septic systems, utilities, etc.)
 - Loan Forgiveness options when available
 - VCAP Grants (offered by the Soil Water and Conservation District) when available
 - Other grants and grant programs as available
 - 3. MPPDC Insurance
 - Parametric insurance for living shorelines and septic systems
 - MPPDC Living Shoreline Plant Insurance Program
 - Other insurance products as available
- E. Income Guideline: Residential participation will be based on the household income and ability to pay. Businesses shall provide documentation such as profit-and-loss statements and/or other documentation of adequate business equity to collateralize the public investment. Grant/loan awards, if available will be based on the program requirements of the source of the funds, if any.
- F. Terms of Loan:
- Homeowners who are eligible to receive a revolving loan from the existing MPPDC Living Shoreline Loan program (see MPPDC program design for specific requirement) shall be subject to the following terms:*
1. All loans over \$3,000 shall be secured with a Deed of Trust granted to the Middle Peninsula Planning District Commissioner. Businesses may use a deed of trust, security agreement, UCC liens, etc.
 2. The owner of the property must agree that, if the property is sold, transferred, or otherwise conveyed voluntarily, when the owner is living, or if the real estate ceases for any reason to be the owner's principal place of residence, any outstanding balance must be paid back to the Middle Peninsula Planning District Commission.
 3. If a business is sold and the Living Shoreline Loan program debt is to be assumed, a business may carry forward the loan debt as part of the

business sale, assuming approval is granted by the MPPDC prior to the sale.

- If not, any outstanding principal (and grant) amount must be paid back to the Middle Peninsula Planning District Commission.

G. All beneficiaries must make monthly loan payments by automated clearing house debit from a valid checking or savings account.

II. Vendors: Qualifications & Expectations

A. The MPPDC has a fiduciary responsibility to protect the expenditure of loans/grants. Thus, it sets forth the following qualifying criteria and expectations for vendors to comply.

B. Qualifying businesses need not be located within the Middle Peninsula region, although we encourage and invite businesses with physical footprints within the Middle Peninsula to join.

C. Prospective vendors to be listed on the FTF website must match at least one of the qualifying criteria below to participate in the Fight the Flood business marketplace:

1. Class A Contractors License
 - Automatically accepted upon proof
2. Class B or C licenses
 - Proof of permitted and completed similar jobs, at least 3 jobs within the last 24 months in a Tidewater locality.
3. Taken and completed appropriate training from the Virginia Institute for Marine Science (VIMS)
4. Other applicable professional certifications/licenses

D. To be listed on the FTF website, qualifying vendors shall complete the “Fight the Flood Business Survey” as provided by the MPPDC.

1. The MPPDC shall maintain a database of qualifying vendors and made available to FTF registered property owners who request financial assistance. Property owners are not required to use qualified FTF vendors but are encouraged to.
2. It is mutually understood by all parties that the homeowners select the vendor

E. Participating FTF qualified vendors are encouraged to:

1. Support the FTF program by offering services on discount (5%–15%+) to only those homeowners who are registered in the FTF program;
2. Carry necessary insurance such commercial general liability. Homeowners using any contractor are encourage to ask for proof of

insurance: For example, Class A Contractors \$1,000,000 Class B and C \$500,000-\$250,000.

3. Acknowledgement that all financial payments from the MPPDC are released to the homeowner when approval is granted from the appropriate permitting agency denoting the completion of the work.
 - Loan proceeds can be released upon recordation of loan documents
 - Grant proceeds can be released upon satisfactory completion of the job, with proof of acceptance by the permitting agency
 - Some cost can be pre-paid under the program upon issuance of required permits or cost necessary to apply for permits such as design and engineering etc
4. Commit to prompt communication with the homeowners

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June 24, 2020

COMMISSIONERS

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

Town of Tappahannock
Hon. Roy M. Gladding

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

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

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

Town of West Point
Hon. James Pruett

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

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

Town of Urbanna
Hon. Diane Gravatt
Ms. Holly Gailey

Secretary/Director
Mr. Lewis L. Lawrence

**RESOLUTION DIRECTING STAFF TO ASSIST THE
VA DEPT. OF TRANSPORTATION IN TRANSPORTATION
RELATED MATTERS FOR THE MIDDLE PENINSULA
PLANNING DISTRICT AS NECESSARY IN COMPLIANCE
WITH THE PROVISIONS OF 23 U.S.C. 135**

WHEREAS the Middle Peninsula Planning District Commission (“the Commission”) is the Planning District Commission that serves Essex, Gloucester, King and Queen, King William, Mathews, and Middlesex counties, and the towns of Tappahannock, Urbanna, and West Point.

WHEREAS the Virginia Department of Transportation and the Commission have entered in an agreement, dated March 24, 1993, to guide this partnership; and

WHEREAS State Planning and Research (SPR) funds in the amount of \$58,000 are being made available to the Middle Peninsula Planning District Commission for the period July 1, 2020 through June 30, 2021; and

WHEREAS the Commission has developed the Scope of Work and \$14,500 to utilize SPR funds for the benefit of the local jurisdictions comprising the Commission.

THEREFORE BE IT RESOLVED by the Commission that the Executive Director is directed, for and on behalf of the Commission, to furnish such documents and other information as may be required to qualify for authorization under the agreement with the Department and to administer such SPR funds made available, certifying that they shall be administered in accordance with the provisions of 23 U.S.C. 307(c), Highway Planning and Research Program Administration.

This the _____ day of _____, 2020

ATTEST _____
(Clerk or Secretary)

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Middlesex Water Authority Water System	Middlesex County	County Driven: USDA/EDA/VRA	Govt and Supports private commercial and retail
Deltaville Pedestrian/Bike Trail	Middlesex County/MPPDC	VDOT-FHWA/DCR Trails	Marine, Commercial and Retail
Cooks Corner Revitalizations	Middlesex County and Middlesex EDA	DHCD/EDA/USDA/Go VA	Construction, retail Commercial
KQ Telework/Business Incubator/ Regional Govt Center	King and Queen/King and Queen EDA/MPPDC	VDOT/Local/MPPDC/G a Va/USDA	Retail, Small business and govt jobs.
Middlesex County/HRSD Sewer project.	HRSD/Middlesex	HRSD	Govt Employment
Moving potential local and regional economic sites to a higher Tier recognized by VEDP	All Middle Peninsula localities and regional partners	DHCD/EDA/USDA/Go VA	All Sectors what may want to locate in sites.
Route 17 Tourism Bike Path	Gloucester, Middlesex, Essex, and Tappahannock	VDOT/ DHCD/EDA/USDA/Go VA	Transportation Contractors
Improved launch facilities associated with Blueways trails	All Middle Peninsula localities with water trails	VDCR and VCZMP	Marine Contractors
Improvements to public facilities at local museums, such as Guinea Heritage Museum	All Middle Peninsula localities with museums as part of a tourism program	Local, Foundations and Fed and State	Local Contractors
Projects of local and regional importance to Mainstreet projects	All Middle Peninsula localities with approved main street programs.	VDHCD	Local contractors
Back To Business COVID-19 Business Relief Fund	All Middle Peninsula localities and businesses	Federal CARES Act funds	Grants designed to provide immediate relief to businesses to help them remain in business through the pandemic and prepare for reopening under the guidelines of Forward Virginia.
VASG Coastal Resilience & Adaptation Economy	All Middle Peninsula localities and businesses	Go VA, EDA Funding, and other	Contractors, including Marine, Physical Scientists, Architects, Landscape Designers

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Middle Peninsula Planning District Commission (MPPDC)
2040 Long Range Transportation Plan
Adopted June 2020



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