



MEMORANDUM

TO: MPPDC Board of Commissioners
FROM: Lewis Lawrence, Executive Director
DATE: May 26, 2021
RE: May Commission Meeting via Zoom

COMMISSIONERS

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

Town of Tappahannock
Hon. Roy M. Gladding

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

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

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

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

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

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

Town of Urbanna
Hon. Marjorie Austin

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 May 26, 2021 through electronic Facebook posting as well as on the MPPDC website, email distribution of notice to members, alternates, and known interested parties, including the media. This meeting will be recorded. Audio and visual recordings of the meeting and materials will be posted on the MPPDC website within 48 hours of this meeting. Any member of the public participating as an observer during the meeting may submit comments or questions at any time during the meeting via email at CSmith@MPPDC.COM or by using the online chat functions of the meeting platform. Those individuals who are observing by phone may be called upon to share questions or comments. This meeting agenda includes public comment. All comments and questions submitted during the meeting will be reviewed following the meeting and to the extent practical, responses will be provided or posted on the MPPDC website.

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

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

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

Meeting ID: 699 810 9642

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

Meeting ID: 699 810 9642

Middle Peninsula Planning District Commission Meeting

7:00 P.M.

Wednesday, May 26, 2021

125 Bowden Street

Saluda VA 23149

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

AGENDA ITEMS FOR DISCUSSION

- IX. Discussion on Next Funding Request of VRA and DEQ for Resiliency
- X. Virginia Housing – PDC Housing Development Program
- XI. 408 Categorical Permission for Small Channel Dredging on the Middle Peninsula:
<https://www.nao.usace.army.mil/Media/Public-Notices/Article/2621896/middlepeninsula408dredgingcatperm/>

List of Civil Works Projects included as part of the 408:

Rappahannock River	Hoskins Creek	Parrots Creek
Mattaponi River	Urbanna Creek	Whittings Creek
Pamunkey River	Locklies Creek	Mill Creek
Broad Creek	Jackson Creek	Queens Creek
Milford Haven	Winter Harbor	Horn Harbor
Davis Creek	Aberdeen Creek	

- XII. Other Business
- XIII. Adjournment

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MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

April 28, 2021

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

I. Roll Call and Certification of a Quorum

The monthly meeting of the Middle Peninsula Planning District Commission was held virtually on Wednesday, April 28, 2021, at 7:00 p.m. In the absence of Chairman Swartzwelder, MPPDC Vice Chairman Chriscoe welcomed everyone in attendance and requested roll call. A quorum was certified as roll call determined Essex, Gloucester, King and Queen, King William, Mathews, Middlesex Counties and the Town of West Point were represented.

Commissioners Present

Essex County: John Magruder, Edwin "Bud" Smith, Jr., Sarah Pope
Gloucester County: Ashley Chriscoe, Willy Reay, Carol Steele
King and Queen County: Sherrin Alsop
King William County: Travis Moskalski, Ed Moren, Otto Williams
Mathews County: Tim Hill
Middlesex County: Gordon White, Wayne Jessie, Sr., Reggie Williams
Town of West Point: John Edwards

Commissioners Absent

Essex County: Michael Lombardo
Gloucester County: Michael Winebarger
King and Queen County: Tom Swartzwelder, R.F. Bailey
Mathews County: Melissa Mason, Mike Rowe
Town of Urbanna: Marjorie Austin
Town of Tappahannock: Monte "Roy" Gladding
Town of West Point: James Pruett

Also in Attendance

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

II. Approval of March Minutes

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

III. Approval of Financial Report for March

MPPDC Chief Finance Officer, Heather Modispaw reported the draft FY22 Budget is in preparation and the Budget Committee is scheduled to meet in May. Vice Chairman Chriscoe asked whether there were any questions regarding the financial report for March before being approved subject to audit. There being no questions, Vice Chairman Chriscoe requested a motion to approve the financial report for March subject to audit. Mr. Hill moved to approve the financial report for March subject to audit. Mr. Otto Williams seconded the motion; motion carried.

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

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:

- Consociate Media has begun development of "How to" videos to assist both watermen and consumers utilize the Bay Direct app.
- Mr. Lawrence stated p.17 mostly pertains to the the Fight-the-Flood program and the new Virginia Community Flood Preparedness Fund. Guidelines are currently out for public comment and \$18M will be available in the first round for local governments and citizens to fund projects to combat flooding and sea level rise. The guidelines will require policy and planning be performed before local governments are eligible to apply. Public comments are due in a few weeks and then the state will decide when they will begin accepting applications. The local boards will need to take action referring to the work the PDC has performed before it can begin to assist constituents in applying for this grant funding. The Commission will be hearing more as this program progresses. Also related to this topic, the Mill Creek boat ramp in Middlesex County continues to fill in with sand at a greater frequency than in the past and appears to be a result of environmental change. This type of project would be eligible under the Flood Mitigation Program. The MPPDC has encouraged Middlesex County to participate in the Fight-the-Flood program to allow staff to provide assistance.
- Participated in a meeting to discuss the Chesapeake Bay National Recreation Area designation. Emphasized the need for rural coastal participation in the development of any draft legislation at the federal level.
Mr. Lawrence reported he and Deputy Director, Curt Smith attended this meeting. Currently, there are only Urban area participants while more of the Chesapeake Bay waterfront is managed or owned by Rural localities. MPPDC staff is advocating for Rural seats. Mr. Lawrence will keep the Commission informed.

- Developed Resiliency Business Training scheduled for May 2021. Mr. Lawrence stated this training will become important to many different businesses and has been created to assist in recovering the best way possible from natural disasters.
- Mr. Lawrence stated the Commission has performed a great amount of work over the last 2-yrs to bring dredging projects to shovel ready status. There are currently 6 projects in Mathews and Gloucester Counties as close to shovel ready as they will ever get totaling roughly \$20M. These cost estimates are based off a private sector cost model. The Virginia Port Authority has provided significant funding to develop a new business model for how Middle Peninsula local governments can become involved in municipal dredging. MPPDC staff have been researching cost efficient models and believes cost of these dredging projects can be reduced by 30-50% as compared to the private sector business model. The MPPDC will be presenting significant policy and program choices regarding dredging solutions to local boards in the very near future.
- Finalized scope for VA Office for Intermodal Planning and Investments (OIPI) Growth and Accessibility Planning Technical Assistance Program project. MPPDC will receive OIPI technical assistance to develop and adopt a planning process that will be utilized to evolve the MPPDC Rural Long-Range Transportation Plan into a living document focused primarily on identifying and prioritizing regional projects and recommendations for which local projects can or will score higher by using a performance-based criteria to more effectively and efficiently move projects for implementation. Mr. Lawrence stated this will assist in ranking all of the transportation projects which used to go through VTrans and SmartScale. At today's Local Planners Roundtable Meeting, a report from VDOT showed none of the secondary road improvement needs in rural communities are identified as a priority need by the Commonwealth and as result, these projects will not score competitively through the Commonwealth's primary transportation funding program, SmartScale. The OIPI project will become important as localities look at prioritizing and selecting transportation projects.
- Mr. Lawrence mentioned MPPDC staff were able to acquire technical assistance from the National Main Street program to develop resources for small-scale manufacturing in the region. Stephanie Heintz, Consociate Media will soon begin to develop a brand identity for regional products that will help add value to local products and assist small manufacturers with consistent advertising to larger markets. Reports from this project will be forthcoming.

V. MCBPAA Update

PAA Chairman, Mindy Conner had nothing to report. PAA Secretary, Lewie Lawrence reported he was in receipt of the permit from VMRC for the new public fishing pier at the Captain Sinclairs Recreational Area in Gloucester County.

VI. MPA Update

MPA Vice Chairman, Ashley Chriscoe reported paperwork continues to be worked through. Financials need to be finalized and submitted to the Internal Revenue Service before the MPA can resume meetings.

VII. MPPDC Public Relations/Communications Update

Vaccine Rollout – Stephanie Heinatz, Consociate Media reported she is continuing to work on behalf of the Commission and Middle Peninsula localities with Dr. Williams, Director of Three Rivers Health District regarding communication of the COVID-19 vaccine rollout. The print ad campaign will start this week. The message is simple – Register! Under Dr. Williams guidance, ads will be placed in the Middle Peninsula periodicals: Gazette Journal; Tidewater Review; Glo Quips; Southside Sentinel; Rappahannock Record; Country Courier; and Rappahannock Times. Efforts will also be continued digitally.

Bay Direct – Ms. Heinatz reported work has started on the “How to” videos to get users more involved and familiarized with the Bay Direct App. During real time evaluation and training, Consociate staff worked with local watermen to pre-load seafood and discovered a 7-day expiration time on input items. These are the types of things to be learned and worked through as the App evolves. Ms. Heinatz anticipates connections will be made through Bay Direct before the next Commission meeting and there are possible future plans to host a live event in celebration of the launching of Bay Direct this Summer.

EcoTourism/Fight-the-Flood – Ms. Heinatz encouraged those in attendance to visit the Fight-the-Flood website. Business participation has increased in businesses from outside of the Middle Peninsula region. Inquiries and applications from property owners have also increased. Timeline expectation management is being considered an addition to the website. Next week, through funding from NOAA and the Coastal Zone Management program and on behalf of the MPPDC, Consociate Media will be hosting a business resiliency training event via livestream broadcast from their office in Gloucester Point. This training is based on the Chamber of Commerce “Resiliency in a Box” program. The program will evaluate and provide local businesses with the tools and access to resources in the case of a natural disaster or cyberattacks. Information of this event will be made available to local Economic Development Authorities, Local Government Administrators and publicized in local media.

VIII. Public Comment

None.

IX. Presentation by HRSD on Re-organization Initiative

MPPDC Executive Director, Lewie Lawrence stated legislation passed this General Assembly Session that will reposition how HRSD interacts with rural communities and introduced HRSD General Manager, Mr. Ted Henefin.

Mr. Henefin stated HRSD was formed by public referendum in 1940 and was established with 8 commissioners appointed by the Governor. To ensure a broad distribution across the entire district, Commissioners have residency requirements.

The first major expansion to the Middle Peninsula took place in the 90s with the Towns of Urbanna and West Point being combined with Williamsburg, James City and York County. The way a locality becomes part of the HRSD district is through the Circuit Court. The interested locality takes a petition, a public hearing is held and if it is found by the court to be in the best interest of the locality, they order the HRSD territory be expanded to include those localities. The County itself is added and unless exclusion is requested, also the Towns located within it. The district continues to expand with the recent addition of Accomack and Northampton Counties on the Eastern Shore. Since the enabling legislation didn't include those counties for Commissioner residency requirements, realignment was requested to the General Assembly to join localities with similarities together. The proposal was to group Newport News, Williamsburg, and James City County together. Hampton, Poquoson, and York County together. And Middle Peninsula, Accomack and Northampton Counties together. Mo Lynch serves as the Commissioner for the Middle Peninsula but due to this realignment and because he resides in Williamsburg, he will not be eligible for reappointment to the Middle Peninsula when his term expires in June. It is at that time the Governor will be looking to appoint a Commissioner residing in either of the Middle Peninsula, Accomack or Northampton Counties. This Commissioner will serve a 4-yr term with no term limits. MPPDC Executive Director, Lewie Lawrence reported he is currently in receipt of the resumé of Jim Pyne whose current position is an Adjunct Assistant Professor and Research Associate at Old Dominion University with thirty-seven years of experience with HRSD. Mr. Pyne is the only candidate to date he has for consideration and because the appointment is at the discretion of the Governor, Mr. Pyne's previous work with HRSD will not be a conflict of interest. Commissioners were encouraged to submit recommendations to assist with ensuring rural representation. Mr. Lawrence thanked Mr. Henefin for his time and requested he inform the MPPDC when the submission process begins.

X. Grant Support Requests from Middle Peninsula Native American Tribes

MPPDC Executive Director, Lewie Lawrence stated there are now 3 tribes in the Middle Peninsula who are now federally recognized. Del. Hodges submitted a bill a few years ago that would allow the Tribes to have a voice and seat at the Commission should they so wish to do so. To date, none of the three have exercised their ability to join. The MPPDC receives many requests to support grants with most being from local governments. Staff writes letters that are very supportive to advance the work programs on their behalf and has done so for many years. However, staff are now receiving requests from Tribes and direction from the Commission is important. A few months ago, a request was received by the Board of Supervisors from one of the Tribes concerning a Housing Feasibility Study in King and Queen County. A year prior, this Tribe had contacted Mr. Lawrence with the idea of conducting a feasibility study. Mr. Lawrence at that time, wrote a generic letter of support as he has done in the past for other entities requesting support for the betterment of the Middle Peninsula. When the Board of Supervisors was approached by the Tribe with this Housing Feasibility Study, a year had passed since the letter of support was written and the plan had since shifted or moved into the implementation phase. It was at this time, the need for policy by the Commission was realized and planned for addition to the meeting Agenda.

Approximately 2 weeks ago, another Tribal request was received by MPPDC staff. Mr. Lawrence suspects these requests will increase in frequency and given the Tribe has chosen not to utilize their right to have a seat on the Commission, it eliminates the ability for the Commission to engage in discussion and understand the Tribe's mission when there is a need for a letter of support. To avoid conflicting with the standing of member jurisdictions, Mr. Lawrence asked the Commission advise how they would like these requests handled and added by saying the Middle Peninsula Chesapeake Bay Public Access Authority's model for handling requests has served quite well which is to consult with the host locality and receive approval before a letter of support can be provided. After much discussion, a motion was made by Mr. Edwards directing Mr. Lawrence to contact the member jurisdiction for approval whenever a request for support is received from a Tribe, Ms. Alsop seconded; motion carried.

XI. VDOT MOU for Dredging Permitting Hole-in-the-Wall

MPPDC Executive Director, Lewie Lawrence reported a \$1.5 M application for dredging at the Hole-in-the-Wall in Mathews County has been submitted to the Virginia Port Authority and staff is currently awaiting their response. Joyce McGowan, VDOT read the Commission Minutes from a few months ago taking notice of the proposed dredging at the Hole-in-the-Wall. VDOT is coincidentally preparing to close the bridge to Gwynn's Island for upwards of a year to maritime traffic. This will have a negative impact on businesses in Milford Haven as they will be unable to navigate out leaving VDOT with the possible responsibility of compensating these impacted businesses. Getting this channel dredged faster may be seen by VDOT as being in their best interest as it reduces their project cost. Mr. Lawrence was contacted by VDOT a few weeks ago wanting to frontload some of the expense so when funding is obtained by the Virginia Port Authority, this dredging project can move immediately to the bidding phase, start dredging and get this channel opened to alleviate the impact on VDOT. An MOU between VDOT and the Commission is not necessary since VDOT is statutorily limited to having to contract directly with Mathews County. The Mathews County Board of Supervisors has received the MOU and agreed to work with the Commission so work can begin on the contract packets and bidding.

XII. Other Business

MPPDC Deputy Director, Curt Smith reported staff convened the Local Planners Roundtable meeting where a discussion was held regarding the Department of Environmental Quality's draft amendments to incorporate coastal resilience to the Chesapeake Bay Preservation Act. Comments on the draft amendments were developed by MPPDC staff and presented to the local planners for review. Many of the comments deal with potential and anticipated impacts to the responsibilities of local government staff and received support by the local planners. These comments included approximately 20 different desired recommendations to provide clarity of the process to be required of local governments in administering the bay program. Also recommended was the conducting of a traditional stakeholder engagement process. Currently, the State Water Control Board requires the Department of Environmental Quality to conduct 1 stakeholders meeting. The MPPDC Executive Director and Deputy Director currently serve on the advisory committee which meets next month. Mr. Smith believes

a more frequent meeting process is necessary to accomplish the proposed undertaking by the Department of Environmental Quality. MPPDC Executive Director, Lewie Lawrence added staff has been able to bring this matter to light with homeowners, realtors and now VACO which has increased much needed engagement on this rural issue.

XIII. Adjournment

Vice Chairman Chriscoe requested a motion to adjourn. Mr. Otto Williams so moved, Ms. Alsop seconded; motion carried.

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

COPY TESTE:

(Secretary)

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Project Financial Report

Middle Peninsula Planning District Commission
 Period Ending: 04/30/2021

Run Date: 05/18/2021
 Run Time: 10:17:45 am
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Expenditures

Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30013	Housing Loan Admin - EE&CBG I	318.88	60.02	272.01	46.87	85.30%	233.60	(38.41)
30118	FY20 MPA Staff Support	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
30119	Essex Planning Grant-Broadban	3,411.18	7.96	3,305.56	105.62	96.90%	3,000.00	(305.56)
30121	FY21 MPA Staff Support (\$5k LLI	4,000.00	549.59	5,246.42	(1,246.42)	131.16%	9,277.47	4,031.05
30170	Sm Bus Loan Admin - MPBDP St	22,865.81	104.73	22,948.12	(82.31)	100.36%	27,033.28	4,085.16
30180	Covid Three Rivers PSA	2,350.64	0.00	2,350.64	0.00	100.00%	2,350.64	0.00
30182	Covid CARES Act LOCAL PROJEC	310,400.00	82.73	281,985.36	28,414.64	90.85%	310,400.00	28,414.64
30183	Covid Vaccine Three Rivers PSA	21,000.00	0.00	0.00	21,000.00	0.00%	3,000.00	3,000.00
30216	FY20 TDM Operating	84,807.00	17.53	80,665.22	4,141.78	95.12%	71,051.57	(9,613.65)
30217	FY21 TDM Operating	44,253.00	3,861.10	36,673.81	7,579.19	82.87%	24,098.93	(12,574.88)
30318	FY21 Rural Transportation Planr	72,500.00	8,406.53	55,662.11	16,837.89	76.78%	25,891.47	(29,770.64)
30420	Onsite Loan Management	164,912.75	261.09	164,130.88	781.87	99.53%	189,316.33	25,185.45
30450	Septic Pumpout (Homeowner P:	21,804.00	17.26	11,620.81	10,183.19	53.30%	9,946.48	(1,674.33)
31002	GA Lobby	25,850.00	5,000.00	25,000.00	850.00	96.71%	32,930.00	7,930.00
31212	Mid Pen AHMP Update	142,863.00	838.09	50,721.00	92,142.00	35.50%	43,437.58	(7,283.42)
31500	Living Shoreline Incentive Progr:	23,683.58	154.08	23,564.93	118.65	99.50%	39,010.73	15,445.80
32015	PAA Staff Support	12,200.00	1,262.06	9,140.57	3,059.43	74.92%	6,306.98	(2,833.59)
32018	PAA - Go VA Bay Direct	17,364.00	1,578.02	16,655.43	708.57	95.92%	(16,591.23)	(33,246.66)
32019	PAA - VMRC Public Fishing Pier/	10,000.00	723.45	2,519.65	7,480.35	25.20%	0.00	(2,519.65)
32151	NFWF Ware River Landowners L	199,914.09	27,706.77	71,040.22	128,873.87	35.54%	31,778.64	(39,261.58)
32153	Coastal TA FY20	69,000.00	127.89	68,915.65	84.35	99.88%	69,000.00	84.35
32154	ANPDC EcoTourism 3	58,333.00	50.90	58,920.76	(587.76)	101.01%	52,550.66	(6,370.10)
32155	DEQ Planner #16889	65,000.00	32.04	64,987.97	12.03	99.98%	70,815.23	5,827.26
32156	PAA - DEQ Hogg Island- Subs: VI	3,585.00	29.10	3,452.59	132.41	96.31%	3,585.00	132.41
32157	NFWF Mathews-\$70k Revolving	310,377.80	28.35	4,980.49	305,397.31	1.60%	4,799.73	(180.76)
32158	DEQ CZM Coastal TA 21	129,000.00	16,019.33	65,158.69	63,841.31	50.51%	22,965.72	(42,192.97)
32159	DEQ Planner Yr2	72,500.00	4,694.16	16,511.05	55,988.95	22.77%	1,824.53	(14,686.52)
32160	DEQ CZM ANPDC EcoTourism 4	28,500.00	5,897.42	13,527.02	14,972.98	47.46%	4,196.49	(9,330.53)
38020	FY20 Local Projects	0.00	42.85	42.85	(42.85)	0.00%	0.00	(42.85)
38021	FY21 Local Projects	213,670.00	8,324.77	129,657.81	84,012.19	60.68%	194,645.02	64,987.21
38801	VPA Hole in Wall (Mathews)	129,395.00	203.98	127,765.17	1,629.83	98.74%	129,395.00	1,629.83
38802	VPA Davis Creek (Mathews)	132,128.00	196.77	130,057.59	2,070.41	98.43%	132,158.00	2,100.41
38803	VPA Aberdeen Creek (Glouceste	117,528.00	233.48	116,918.26	609.74	99.48%	132,172.00	15,253.74
38804	VPA Timberneck Creek (Glouces	115,328.00	230.27	114,682.77	645.23	99.44%	130,172.00	15,489.23
38805	PAA - VPA Dredging Bus Plan (S	59,524.00	4,275.25	31,629.67	27,894.33	53.14%	22,339.16	(9,290.51)
38806	VPA Cedarbush (Gloucester) (Sp	175,000.00	33,571.28	105,318.63	69,681.37	60.18%	51,266.52	(54,052.11)
38807	VPA Parrots Creek (Middlesex) (150,000.00	28,494.75	78,156.50	71,843.50	52.10%	26,714.79	(51,441.71)
38808	VPA Winter Harbor (Mathews) (150,000.00	28,064.94	90,525.87	59,474.13	60.35%	16,823.36	(73,702.51)
Totals:		3,163,366.73	181,148.54	2,084,712.08	1,078,654.65	65.90%	1,877,895.68	(206,816.40)

Balance Sheet by Category

Middle Peninsula Planning District Commission
 Period Ending: 04/30/2021
 Format: 1 Board

Run Date: 5/18/21
 Run Time: 10:27:59 am
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Assets:

Cash in Bank	436,292.38
Cash in Bank, Restricted	382,460.66
Receivables	328,129.98
Property & Equipment	1,090.84
Prepaid Pension (Deferred Outflows)	28,175.57

Assets:	\$1,176,149.43
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Liabilities:

Accounts Payable	149,739.27
VRA Loan Payables	464,544.57
Payroll Withholdings	2,168.60
Accrued Leave	47,208.28
Deferred Inflows (VRS)	67,268.00
Net Pension Liabilities	29,544.00
Cost Allocation Control	(77.41)

Liabilities:	\$760,395.31
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Equity:

Local Initiatives/Information Resources	111,741.04
Economic Development	9,131.58
Transportation Programs	(41,097.08)
Emergency Management Projects	(7,283.42)
Onsite Repair & Pumpout	23,915.00
Housing	(38.41)
Coastal Community & Environmental	(235,388.12)
Public Access Auth Programs	(47,758.00)
Temporarily Restricted	177,307.09
General Fund Balance	425,224.44

Equity:	\$415,754.12
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Total Liabilities and Equity	\$1,176,149.43
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Balance:	\$0.00
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Agencywide R&E by Category

Middle Peninsula Planning District Commission
 Period Ending: 04/30/2021
 Format: 1 Agencywide R&E

Run Date: 05/18/2021
 Run Time: 10:33:59 am
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Without Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Over	% Bud
Revenues					
Local Match	0.00	0.00	71,439.99	(71,439.99)	0.00%
Local Annual Dues	148,099.00	0.00	138,099.00	10,000.00	93.25%
Local Other Revenues	134,013.05	32,488.00	376,916.64	(242,903.59)	281.25%
Local Other Organizations	70,949.00	(1,616.75)	14,093.04	56,855.96	19.86%
State Revenues	1,113,642.00	0.00	587,686.63	525,955.37	52.77%
Federal Revenues	412,478.43	0.00	82,337.36	330,141.07	19.96%
Miscellaneous Income	1,600.00	366.65	2,659.56	(1,059.56)	166.22%
RevolvingLoan Program Income	2,380.00	565.72	71,503.13	(69,123.13)	3004.33%
Revenues	1,883,161.48	31,803.62	1,344,735.35	538,426.13	71.41 %
Expenses					
Personnel	503,706.06	34,067.14	415,939.01	87,767.05	82.58%
Communications	0.00	0.00	(15.99)	15.99	0.00%
Equipment & Supplies	700.00	0.00	369.96	330.04	52.85%
Travel	4,000.00	0.00	67.16	3,932.84	1.68%
Professional Development	4,660.00	35.00	1,210.00	3,450.00	25.97%
Contractual	1,167,114.92	134,377.19	691,843.30	475,271.62	59.28%
Miscellaneous	24,100.00	0.00	203,296.00	(179,196.00)	843.55%
Regional Share	0.00	0.00	71,439.99	(71,439.99)	0.00%
	0.00	12,669.21	152,770.29	(152,770.29)	0.00%
Expenses	1,704,280.98	181,148.54	1,536,919.72	167,361.26	90.18 %
Agency Balance	178,880.50	(149,344.92)	(192,184.37)		

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Middle Peninsula Planning District Commission
Executive Director's Report of Regional Progress
May 19, 2021

Note: On May 23, 2018, the Commission voted to direct staff to email all future documents including the Commission meeting packets in an effort to save on postage. As we strive to make this report more informative and user friendly, some previously contained information may now be accessed by clicking on the following link(s):

- For Demographic Information:
http://virginialmi.com/report_center/community_profiles/5109000318.pdf
- For MPPDC Website: <http://www.mppdc.com/>

MPPDC Staff and Contact Information

Executive Director: Lewis Lawrence

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

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

Deputy Director: Curt Smith

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

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

Chief Financial Officer: Heather Modispaw

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

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

Special Projects Planner: Jackie Rickards

Contact Info: jrickards@mppdc.com (215) 264-6451 (cell)

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

Executive Assistant: Dawn Mantell

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

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

INFORMATION RESOURCES/ASSISTANCE

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

COASTAL COMMUNITY DEVELOPMENT/ ENVIRONMENTAL

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

Project 31500 - Living Shoreline Incentive Program RLF

MPPDC submitted a proposal to the National Fish and Wildlife Foundation for VIMS. The objective of this project is to leverage previous funding from NFWF to install oyster bag sills at two publicly owned (MPCBPAA) properties on and monitor them for a year. In addition, existing oyster bag sill installations at four private locations will be monitored to determine overall project effectiveness. This work will provide recommendations for installations along fetch-limited shorelines of Chesapeake Bay.

- *Executed ACH loan payments for loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients' bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 15th of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12th of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.*
- ***Revolving uncommitted funds - \$132,915***

Project 32018 – GoVA Bay Direct

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

- Received replacement check from George Washington Regional Commission.
- Continued to refine coding for the Bay Direct App. Each revision of the app requires approval by Google and Apple, which is time consuming.
- Consociate Media continues to que up watermen and agricultural farmers to preload the Bay Direct App.

Project 32019 – Sinclair’s Public Fishing Pier

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

- A joint permit application has been approved for the proposed construction.
- Procurement for the construction of the pier is underway.

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

This is a two-part project that focused on continuing coastal resiliency and mitigation efforts, while simultaneously improving water quality, managing shoreline erosion and marsh loss. First, MPPDC staff will work directly with FEMA National Flood Insurance repetitive loss property owners to offer grant and loan funds through the MPPDC Living Shorelines Incentives Revolving loan to install living shorelines. Second, MPPDC will contract with VIMS to create a grant template to be used by localities to receive funding through the Virginia Waterway Maintenance Fund.

- Received notification of Gloucester Wetlands Board approving the project permit to construct living shorelines on two adjoining parcels.
- Procurement process was completed, and a contractor has been selected.
- Coordinated with VIMS staff on final products.
- Finalized inventory of 120 tidal waterways in the region from topo maps and tax maps. The inventory will serve as a critical baseline in determining local/regional dredging priorities.

Project 32158 – Virginia Coastal TA FY21

This project provides ongoing support to member localities of the Planning District Commission and other stakeholders committed to improving community development and coastal management within the coastal zone.

- Consulted with Davis Creek Marina owner regarding future dredging schedule for Davis Creek.
- Received an inquiry from a Gloucester County resident exploring the creation of a Waterman’s heritage tour and connecting to the Captain Sinclair’s Recreational Area and Gloucester County.
- Received an inquiry from a Gloucester County resident requesting information on financial assistance for a 400 ft living shoreline project. Referred citizen to the MPPDC Fight-the-Flood program.
- Delivered the Flood Program Design and the MPPDC Living Shoreline Program Design for review to Russ Baxter, Deputy Director, Soil and Water Conservation, Dam Safety and Floodplain Management at DCR under the proposed Flood Fund guidelines as a potential model for a regional plan submission.
- Participated in a Coastal PDC meeting to discuss potential FOIA/COIA conflict of interest matter with the development of the Virginia Coastal Resiliency Master Plan and the work of Coastal PDC. Provided Ann Phillips, Special Assistant to the Governor for Coastal Adaptation and Protection, with a draft letter with a recommendation to send to the FOIA/COIA for clarification.
- Consulted with VDOT regarding the Gwynn’s Island Hole-in-the-Wall dredging project and VDOT’s need to perform this work as fast as possible.
- Received an inquiry from an absentee Gloucester County landowner interested in donating land to the Public Access Authority.
- Consulted with a participating Fight-the-Flood mitigation business looking to submit a research grant to the federal government to explore the development of wave attenuation devices on PAA waterfront land.
- Received multiple inquiries from Gloucester County citizens regarding financial assistance to address erosion and flood mitigation concerns along the shoreline.
- Received phone call from a landowner on Aberdeen Creek who discovered illegal dumping of construction material within the right-of-way. Directed caller to contact the local Sheriff’s Office.
- Consulted with a Gloucester County attorney regarding septic repair and recordation of divorce documents needed to determine ownership before the applicant can request financial assistance to repair a failed septic system.
- Assisted Congressman Rob Wittman staff with researching tidal and non-tidal wetland regulations.
- Consulted with Troy Hartley, Director Virginia Sea Grant at VIMS regarding the recent funding of Go Virginia Water Management Economy Grant and Virginia Sea Grant’s usage of Public Access Authority properties for research sites.

- Consulted with Elizabeth Andrews, Director for the Virginia Coastal Policy Law Center regarding RAFT planning processes and ways to assist low-income communities with managing flood issues.
- Participated in the Chesapeake Bay Preservation Act RPA regulatory amendment update process.
- Assisted King William County citizen possibly interested in selling or donating waterfront property on Severn River in Gloucester County for flood mitigation and outdoor recreation purposes.
- Consulted with a Gloucester County landowner who received local wetlands board permit for construction of a living shoreline and seeking funding under the Flood Preparedness Fund.
- Consulted with principal owners of ReadyReef regarding geo tube installation in front of failing bulkheads and using clean sand to fill the bags.
- Convened monthly meeting of the Local Government Administrators. Representatives from Sands Anderson discussed the statutory process for setting up a Cigarette Tax Board.
- Contacted the Weldon Cooper Center for Public Service requesting assistance with projecting revenue if MP localities approved the creation of a Cigarette Tax Board.
- Created a geodatabase (online map with data) showing flood hazard risks and sharing on the Fight the Flood website.
- Continued developing the structure for the Access database that will contain and relate non-spatial data and connect to the geodatabase.
- Developed press release instructing Fight-the-Flood participants on the program intake form where participants can report needs and the information can be used for advancing the implementation of projects using grants and loans.
- Developed press release advising Fight-the-Flood participants on the grant process and expectations.
- Participated in the VA Coastal Resilience Master Plan TAC meeting on April 21, the Finance Subcommittee meeting on April 26, and the Plan Studies, Research and Best Practices Subcommittee meeting on May 10.
- Participated in the VA Coastal Resilience Master Plan Project Evaluation Subcommittee meeting on May 11.
- Participated in meeting regarding an oyster restoration project in the Piankatank River on April 29 and advised on public engagement options.
- Coordinated with the RAFT team regarding a proposal which would create mini-grants for community groups for resilience activities within the participating RAFT communities on May 10
- Coordinated with VIMS staff regarding resilience strategy for Mill Creek boat ramp in Middlesex County.
- Developed and submitted public comment regarding the draft VA Community Flood Preparedness Fund Grant Manual.
- Explored reuse opportunity for utilizing muddy dredged material as concrete for construction and other industrial purposes.

- Participated in the Virginia Bay Enhancement Working Group meeting on May 13 for beneficial use of dredge material to identify prospective locations for beneficial reuse of material from the York Spit Channel in the Chesapeake Bay. Develop conceptual beneficial reuse project with VIMS staff in the vicinity of the Hole-in-the-Wall in Mathews County.
- Held coordination meeting on May 11 with US Army Corps Staff regarding prospective dredging and beneficial reuse project prospects for authorities issued under 2021 Water Resource Development Act.
- Participated in meetings with the GO Va water management economy VA Sea Grant team on May 7 and 10 regarding business competition activities on PAA properties.
- Coordinated with localities and the Virginia SolSmart team regarding regional and local participation in the program.

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

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

- Participated in CVEA Steering Committee Meeting on May 12.
- Held Resiliency Business Training event streaming on MPPDC Facebook site. Recordings will be promoted and distributed for coming months and made available on multiple sites.
- Posted ecotourism related blogs to Virginia Water Trails website (www.VirginiaWaterTrails.org)

Project 38805 – Local Government Dredging Implementation Business Plan Development

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

- Continued to communicate with US Army Corps of Engineers regarding categorical permission in federally authorized channels. Public comment period opened in May and concludes June 11.
- Participated in a local sponsor meeting with Mathews County and the USACE regarding Milford Haven and Davis Creek on May 10.
- Finalized White Paper Describing a financial model intended for use for evaluating local dredging projects.
- Finalized White Paper summarizing Grant and Loan Resources for Dredging Activities
- Developed draft budget and annual cost report for local government dredging program.
- Coordinated a draft dredging and disposal schedule and accompanying narrative for all creeks and finalized the deliverable on same.
- Continued identifying factors which will impact the master dredging schedule for the regional portfolio of dredging projects.
- Development of recommendations and final report are underway and slated for completion in June.
- Initiated contract with Timmons to create a GIS dashboard to be used by staff for accessing, utilizing, and sharing the vast amounts of GIS data created through this and other studies.

Project 38806 – Cedarbush Creek Dredging Design

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

- Dredged material to consist primarily of fine-grained mud with low to moderate beneficial reuse potential in the vicinity of the creek. The disposal strategy will involve combining this project with the Aberdeen and Timberneck Creek projects with disposal of material from all three potentially occurring at the Middle Peninsula State Park property. Further discussions with VDCR for this disposal strategy will take place when funding becomes available for implementation of the project.
- Draft Design Report is underway.

Project 38807 – Parrots Creek Dredging Design

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

- Dredged material to consist primarily of fine-grained mud with low beneficial reuse potential in the vicinity of the creek. Discussions are underway between the Middlesex Board and nearby property owners regarding construction of an upland disposal area for holding the dredged material.
- Draft Design Report is underway.

Project 38808 – Winter Harbor Dredging Design

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

- Dredged material to consist of coarse sand from the mouth of the creek which is suitable for placement along adjacent beaches for beneficial reuse and mud from the creek interior which will require disposal within an upland area.
- Discussions between MPPDC and VIMS staff and a Mathews resident concerning beneficial reuse and upland disposal are ongoing.
- A meeting between the USACE, VMRC, VIMS, Mathews County, and MPPDC is slated for late May to discuss the potential project design.
- Draft Design Report is underway.

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

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

- Prepared vouchers, processed A/P, reconciled bank statements. Prepared monthly financial statements.
- Billed Gloucester Rowing Association for pool house electric bill.

Project 32157 – Mathews NFWF

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

- VIMS staff worked on designing the living shoreline.

Project 32159 – DEQ Planner Yr2

MPPDC will continue to engage localities and regional and state partners regarding Bay WIP III programmatic actions and implementation activities with funding provided by DEQ.

- Submitted comments regarding proposed amendments to the Chesapeake Bay Preservation Act.
- Participated in April 28 Planners Meeting to discuss various WIP-related items.
- Drafted several grant proposals related to improving water quality.
- Continued discussions with DEQ and VRA staff regarding ways to capitalize revolving loan funding at an appropriate level to satisfy local demand. Developed draft application concepts to submit to VRA for the next round of funding.
- Scheduled VRA loan closing for MPPDC septic repair program for July 2021. With the “in process” application, MPPDC is effectively out of loan funding and needs to access the next VRA loan which has been held open until the existing VRA loan is closed.

TRANSPORTATION

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

Project 30217 – Transportation Demand Management (TDM) Operating FY21

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

- Updated website – www.midpenrideshare.org.
- Responded to Kathy Molin, DRPT regarding clarification of items included in our FY22 TDM Operating Grant Proposal.
- Received final contract that included the final amount of funding for the FY21 TDM Operating grant.
- Informed by Kathy Molin, DRPT the draft SYIP is on the DRPT website as well as the CTB’s. It will be posted as a draft for 30 days and hopefully approved at their next CTB meeting.
- Began reviewing FY20 TDM Operating grant for final report and close out.
- Participated in monthly conference call with Kathy Molin of DRPT.
- Began working on the DRPT Compliance Review for Grant Thornton.
- Attended DRPT Webinar: Commuter Assistance Program.
- Provided DRPT with information regarding the Tour de Chesapeake Cycling event in Mathews County for their bike event calendar on the website: www.bikeva.org.
- ***Current commuter database – 406***
- ***Number of Commuters with logged alt mode trips in April – 74***

- *Number of logged alt trips in April – 98*
- *Reduced miles (VMT) in April – 1,128*
- *Commuter Savings in April – \$649*

Project 30318 – Rural Transportation Planning FY21

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

- Finalized scope for VA Office for Intermodal Planning and Investment’s Growth and Accessibility Planning Technical Assistance Program project. MPPDC will receive OIPI technical assistance to develop and adopt a planning process that will be utilized to evolve the MPPDC Rural Long-Range Transportation Plan into a living document focused primarily on identifying and prioritizing regional projects and recommendations for which local projects can or will score higher by using a performance-based criteria to more effectively and efficiently advance projects for implementation.
- Participated in a STARS Study meeting for US 17/360 in Tappahannock on May 5
- Coordinated with VDOT regarding state Orphaned Outfall Maintenance Study.
- Worked with local and district VDOT staff to identify prospects in the Long Range Transportation Plan that would be eligible and competitive for a STARS study.
- Coordinated with local VDOT staff regarding identification of projects for Smart Scale funding.
- Convened monthly Local Planners Roundtable meeting.
- Coordinated with VDOT and localities on a proposal for USDOT RAISE (formerly BUILD) funding to design improvements for publicly owned working waterfronts. Application deadline has been set for July 12.
- Participated in Recreational Trails Program webinar on April 28.
- Participated in Commonwealth Transportation Board meetings on April 20 and 21 and May 18 and 19.
- Participated in USDOT RAISE Grant Program webinars on May 4 and 18.

ONSITE REPAIR & PUMPOUT

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

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

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

- Continuing to receive phone calls from homeowners and contractors regarding assistance for septic repairs. Discussed our program and instructed how to apply.
- Work at Big Dean, Deltaville will begin sometime between June and August.

- Coordinated with a septic repair client's attorney to learn if their client's Chapter 13 plan had been adopted. Was advised it was due to be adopted mid-May and repayments to the MPPDC should begin approximately a year after.
- Requested a letter from Mathews County Health Department confirming an MPPDC septic repair applicant's septic system has failed and a new system is needed.
- *Executed ACH loan payments for septic repair loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients' bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). These payments occur on the 15th of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12th of the month to request a payment to be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans as well as collection efforts.*
- **Remaining uncommitted septic repair funding \$178,836 in loan funds – \$0 in grant funds.**

ECONOMIC DEVELOPMENT

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

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

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

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

Project 30170 - Small Business Revolving Loan Fund

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

- Received request for loan payoff amount and provided requested information. Client paid off their loan in person and was provided with a paid in full statement.
- *Executed ACH loan payments for MPBDP loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients' bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 15th of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12th of the month to request a payment to be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.*
- **Funds available – \$144,405**

LOCAL INITIATIVES

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

Project 38021 - Local & Regional Technical Assistance

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

- Consulted with Jennifer Morgan, Go Virginia Region 6 regarding Department of Defense certification workforce training proposal.
- Finalized service agreement for Tappahannock on comprehensive plan update and GIS services.

- Developed and submitted application to VDEM for a preparedness grant which would result into cybersecurity improvements for localities.
- Coordinated with stakeholders participating in a VA Main Street project to develop small-scale manufacturing activities to support local producers/makers in the region. The project will engage Consociate Media to develop a regional brand for all local products along the lines of “Made in the MidPen” (final brand to be determined). The regional products brand is intended to add-value to existing products and encourage additional business development.

HOUSING

Funding –Housing Loan Program Income

Project 30013 – Energy Efficiency and Conservation Block Grant (EECBG) Revolving Loan Fund

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

- *Executed ACH loan payments for MPBDP loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients’ bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 15th of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12th of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.*
- **Funds available = \$45,098**

EMERGENCY SERVICES

Funding – VDEM/FEMA/Homeland Security

Project 31212 – Middle Peninsula All-Hazards Mitigation Plan Update

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

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

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

- As the All-Hazards Mitigation Plan (AHMP) is updated, Local Planning Team (LPT) members from Middle Peninsula localities will have the opportunity to review the updates and provide feedback. Below is a table that depicts the plan's sections, section feedback due date for Middle Peninsula localities, and the localities that have provided feedback.

SECTION	TITLE	Section Feedback Due	Counties						Towns		
			Essex	Mathews	Middlesex	King William	King & Queen	Gloucester	West Point	Urbanna	Tappahannock
1	Intro	4/30/2021									
2	Planning Process	TBD									
3	Community Profile	2/5/2021	X	X	X	X	X	X	X	X	X
4	Hazard Identification	TBD									
5	Risk Assessment Analysis (HAZUS)	TBD									
6	Capability Assessment	TBD									
7	Review of 2010 Strategies	TBD									
8	Mitigation Goals, Objects and Strategies	TBD									
9	Implementation Plan	TBD									
10	Plan Adoption	TBD									
11	Plan Maintenance	TBD									
12	Appendices	TBD									

AGENCY ADMINISTRATION

Funding - Indirect cost reimbursements from all PDC projects

MPPDC Administration

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

- Prepared vouchers, processed A/P, processed deposits, and balanced bank account. Prepared monthly payroll run. Prepared monthly financial statements.
- Received ICAP Letter of Acknowledgement from Lamar Revis at NOAA.
- Signed and returned 2021-2022 Coverage Intent Form to VACORP.
- Reported to Ann Wohl, TLC that we understand and agree to the administration of "Rule #1 for the Initial Enrollment of New Hires".
- Prepared financial reports and/or reimbursement requests for all projects requiring them.
- Worked with Wendy Howard-Cooper at DCR regarding shortage on reimbursement of Fight-the-Flood award. Clarified the issue and DCR will process payment of the shortage.
- Received photo of two destroyed/voided checks paid to Laura Loding, ABC Computer and reissued payment for IT services.
- Prepared and presented draft FY22 MPPDC Budget to Budget Committee.
- Updated quarterly staff allocations.

Closed Projects

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

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

Project 30450 – Septic Pumpout Program

This project will provide grants to 100 LMI Middle Peninsula homeowners to assist them in complying with the Chesapeake Bay Act requirement to have their septic tanks pumped out or inspected every 5 years. Eligible homeowners will receive a voucher equal to 50% of pumpout cost (maximum value \$150).

- Continuing to receive phone calls requesting information on applying for septic pumpout assistance.

Project 32153 – Virginia Coastal TA FY20

This project provides ongoing support to member localities of the Planning District Commission and other stakeholders committed to improving community development and coastal management within the coastal zone.

Project 32154 – ANPDC Eco Tourism III

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

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

MPPDC will continue to engage localities and regional and state partners regarding Bay WIP III programmatic actions and implementation activities with funding provided by DEQ.

Project 32156 – CZM Hog Island Resilience Design

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

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

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

Project 38802 –Davis Creek Dredging Design

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

Project 38803 – Aberdeen Creek Dredging Design

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

Project 38804 –Timberneck Creek Dredging Design

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

MPPDC: Membership, Appointments, Committee Assignments, and Networks

Coastal Policy Team (CPT): The CPT, whose members and alternates represent the Virginia Coastal Zone Management Program's key partners and eight planning district commissions, provides a forum for discussion and resolution of cross-cutting coastal resource management issues. Members serve on the team at the discretion of their agency or planning district commission director. The CPT recommends funding levels to the DEQ Director for coastal zone management projects. (MPPDC Staff 15 years +)

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

Congressman Robert Wittman's Fisheries Advisory Committee and Environmental Advisory Committee: (MPPDC Staff 8 years +)

Virginia Sea Grant Program External Advisory Committee (EAC): The EAC provides stakeholder input on the strategic planning process, the research proposal review process, and on Commonwealth-wide trends and needs. The EAC is a diverse group of end-users including representatives from state agencies, the education community, coastal planning and management, the private sector, and NGOs. (MPPDC Staff 9 years+)

The Association for Commuter Transportation (ACT) (Telework Council Secretary): ACT is the premier association for professionals and organizations whose focus is the delivery of commuting options and solutions for an efficient transportation system. The Telework Council is concerned with promoting telework and providing telework information and technical assistance to employers (MPPDC Staff 10 years+)

Middle Peninsula Northern Neck Coordinated Human Services Mobility Committee: Provides direction for a unified comprehensive strategy for transportation service delivery in the Middle Peninsula and Northern Neck Planning Districts focused on unmet transportation needs of seniors, people with disabilities, and people with low incomes. (MPPDC Staff 12 years)

The Coastal Society: The Coastal Society is an organization of private sector, academic, and government professionals and students. The Society is dedicated to actively addressing emerging coastal issues by fostering dialogue, forging partnerships, and promoting communications and education. (MPPDC staff serves as a Director)

Eastern Virginia Groundwater Management Advisory Committee (EVGMAC) Workgroup #2B: EVGMAC is charged with assisting the State Water Commission and DEQ in developing, revising and implementing a management strategy for groundwater in Eastern Virginia Groundwater Management Area. Group #2B will identify trading options and programs used in other states; evaluate how trading programs might help with future growth and development, and individual and regional solutions; and evaluate feasibility, data needs, cost and possible participants.

Opportunities Identified to Implement Commission Priorities

April 2020 – March 2021

Service Center	Project Title and Description	Date Applied	Funding	Status
Community Develop.	Tappahannock Comp. Plan Update and GIS Services	May 2021	\$22,279	Funded
Transportation	Mathews Co./VDOT Hole in the Wall Dredging Permitting & Procurement	May 2021	\$19,000	Funded
Emergency Mgmt.	VDEM SHSP – Cybersecurity	April 2021	\$246,556	Submitted
Transportation	VDOT Rural Transportation Planning Program (FY22)	April 2021	\$72,500	Submitted
Environmental	VCZMP 306 – Next Generation Shorelines (Year 1)	Mar. 2021	\$100,000	Submitted
Environmental	VCZMP – Coastal Technical Assistance Program	Mar. 2021	\$129,100	Submitted
Community Develop.	VCZMP ANPDC Ecotourism Year 5	Mar. 2021	\$13,600	Submitted
Transportation	VPA Hole In The Wall Dredging	Mar. 2021	\$1,500,000	Submitted
Community Develop.	DRPT Transportation Demand Management Program	Feb. 2021	\$82,402	Submitted
Environmental	VCZMP Restoration Project Design	Feb. 2021	\$60,000	Funded
MPCBPAA	VA Sea Grant GO VA Resilience Economy	Jan 2021	\$2,127,120	Funded
MPCBPAA	VOF Paddle/Fish Day @ Captain Sinclairs	Dec. 2020	\$25,000	Not Funded
Environmental	DEQ WIP Technical Assistance (Year 2)	Dec. 2020	\$72,500	Funded
Environmental	General Assembly Elevated Septic Pilot Program	Nov. 2020	\$120,000	Funded
Environmental	FEMA BRIC Fight The Flood Project Scoping	Nov. 2020	\$100,000	Submitted
Environmental	FEMA BRIC Hog Island Resilience Construction	Nov. 2020	\$82,688	Submitted
Environmental	FEMA BRIC Cpt. Sinclair Poolhouse Mitigation	Nov. 2020	\$97,200	Submitted
Environmental	FEMA BRIC Ware River Living Shoreline Extension	Nov. 2020	\$97,500	Submitted
MPCBPAA	DCR Virginia Land Conservation Foundation – Tappahannock Acquisition	Nov. 2020	\$274,500	Not Funded
MPCBPAA	VTC Paddle & Pub Crawl Event	Sep. 2020	\$10,000	Funded
Community Develop.	VTC Rural Coastal VA marketing (ANPDC applicant)	Sep. 2020	\$10,000	Funded
Environmental	DEQ Nonpoint Program – Residential Septic Improvements	Sep. 2020	\$179,571	Funded
Community Develop.	DHCD – Community Business Launch	Aug. 2020	\$45,000	Not Funded
Environmental	VCZMP – Coastal Technical Assistance Program	July 2020	\$129,100	Funded
Environmental	DEQ VA Clean Water Revolving Loan Fund – Stormwater Improvements	July 2020	\$250,000	Not Funded
MPCBPAA	GO VA Bay Direct App	June 2020	\$115,500	Funded
Transportation	VDOT Rural Transportation Planning Program	May 2020	\$72,500	Funded
Transportation	USDOT BUILD – Working Waterfronts Enhancement Designs	May 2020	\$2,658,096	Not Funded
Emergency Mgmt.	VDEM – Cybersecurity	April 2020	\$231,920	Not Funded
Community Develop.	CZM ANPDC Ecotourism Year 4	April 2020	\$27,501	Funded
Environmental	NFWF Coastal Resilience Fund – Ware River Living Shoreline	April 2020	\$135,000	Not Funded
Environmental	NFWF Coastal Resilience Fund – Mathews Shoreline Resilience	April 2020	\$156,000	Not Funded
MPCBPAA	DCR Virginia Land Conservation Foundation – Abingdon Land Acquisition	April 2020	\$455,470	Not Funded
MPCBPAA	VMRC Recreation Fishing Fund – Cpt. Sinclair Dock Rebuild	April 2020	\$90,000	Funded

ACRONYMS

ACH	Automated Clearing House	MPRSC	Middle Peninsula Regional Security Center
AFG	Assistance to Firefighters Grants	NHD	Natural Heritage Data
AFID	Agricultural and Forestry Industries Development	NIMS	National Incident Management System
AHMP	All Hazards Mitigation Plan	NFWF	National Fish and Wildlife Foundation
BCC	Building Collaborative Communities Project	NOAA	National Oceanic and Atmospheric Administration
BOS	Board of Supervisors	NPS	National Park Services
CBPA	Chesapeake Bay Preservation Area	OCVA	Oyster Company of Virginia
CBSF	Chesapeake Bay Stewardship Fund	OLGA	On-line Grant Administration
CDBG	Community Development Block Grant	PAA	Public Access Authority
CEDS	Comprehensive Economic Development Strategy	RBEG	Rural Business Enterprise Grant
CIP	Capital Improvement Plan	RBOG	Rural Business Opportunity Grant
COI	Conflict of Interest	RFP	Request for Proposal
CRS	Credit Rating System	RFQ	Request for Qualifications
CVE	Countering Violent Extremism	RLF	Revolving Loan Fund
CZMP	Coastal Zone Management Program	RTP	Rural Transportation Planning
DEQ	Department of Environmental Quality	SERCAP	Southeast Rural Community Assistance Project
DGIF	Department of Game and Inland Fisheries	SHSG	State Homeland Security Grant
DHR	Department of Historic Resources	SWCD	Soil and Water Conservation District
DHCD	Department of Housing and Community Development	SWM	Storm Water Management
DMME	Department of Mines Minerals and Energy	SWRP	State Water Resource Plan
DOC	Department of Corrections	THIRA	Threat & Hazard Identification & Risk Assessment
DOE	Department of Energy	TIF	Tax Increment Financing
DRPT	Department of Rail and Public Transportation	TMDL	Total Maximum Daily Loads
EDA	Economic Development Administration	USDA	U.S. Department of Agriculture
EDO	Economic Development Organization	USFWS	U.S. Fish and Wildlife Service
EECBG	Energy Efficiency and Conservation Block Grant	VAPA	Virginia Planning Association
EOC	Emergency Operation Center	VAPDC	Virginia Association of Planning District Commissions
EPA	Environmental Protection Agency	VASG	Virginia Sea Grant
FEMA	Federal Emergency Management Agency	VAZO	Virginia Association of Zoning Officials
Fracking	Hydraulic Fracturing	VCP	Virginia Coastal Program
GIS	Geographic Information System	VCZMP	Virginia Coastal Zone Management Program
HAM	Amateur Radio	VCWRLF	Virginia Clean Water Revolving Loan Fund
HRPDC	Hampton Roads Planning District Commission	VDEM	Virginia Department of Emergency Management
LGA	Local Government Administrators	VDH	Virginia Department of Health
LPT	Local Planning Team	VDOT	Virginia Department of Transportation
LSIP	Living Shoreline Incentive Program	VDMME	Virginia Department of Mines, Minerals, and Energy
MOU	Memorandum of Understanding	VEE	Virginia Environmental Endowment
MPA	Middle Peninsula Alliance	Vertical Assets	"Towers or other structures that hold cell, broadband and other equipment"
MPBA	Middle Peninsula Broadband Authority	VHB	Vanasse Hangen Brustlin
MPCBPAA	Middle Peninsula Chesapeake Bay Public Access Authority	VIMS	Virginia Institute of Marine Science
MPEDRO	Middle Peninsula Economic Development and Resource Organization	VMRC	Virginia Marine Resource Commission

VOAD	Volunteer Organization Active in Disasters
VOP	Virginia Outdoors Plan
VRA	Virginia Resources Authority
VSMP	Virginia Stormwater Management Program
VTA	Virginia Transit Association
VWP	Virginia Water Protection
VWWR	Virginia Water Withdrawal Reporting
WIP	Watershed Implementation Plan
WQIF	Water Quality Improvement Fund