



COMMISSIONERS

Essex County

Hon. Edwin E. Smith, Jr.
Hon. John C. Magruder
Ms. Sarah Pope

Town of Tappahannock

Hon. A. Fleet Dillard, III

Gloucester County

Hon. Ashley C. Chriscoe
(Chairman)
Hon. Michael W. Hedrick
Dr. William G. Reay

King and Queen County

Hon. Sherrin C. Alsop
Hon. R. F. Bailey
Ms. Vivian Seay

King William County

Hon. Edwin H. Moren, Jr.
Hon. Travis J. Moskalski
(Vice-Chairman)
Mr. Otto O. Williams
Mr. Percy C. Ashcraft

Town of West Point

Hon. James M. Pruett
Mr. John B. Edwards, Jr.

Mathews County

Hon. Melissa Mason
Hon. David Jones
Mr. Harry Meeks
Ms. Ramona Wilson

Middlesex County

Hon. Wayne H. Jessie, Sr.
(Treasurer)
Hon. Reggie Williams, Sr.
Ms. Kendall Webre

Town of Urbanna

Hon. Dr. William T. Goldsmith

Secretary/Director

Mr. Lewis L. Lawrence, III

MEMORANDUM

TO: MPPDC Board of Commissioners
FROM: Lewis Lawrence, Executive Director
DATE: May 19, 2023
RE: May Commission Meeting

The Middle Peninsula Planning District Commission will host its monthly meeting on Wednesday, May 24, 2023 at 7:00 p.m. in the Regional Board Room at the Middle Peninsula Planning District Commission office in Saluda.

Masking is not a requirement of the CDC or the Governor. If any Commissioner desires a mask for the meeting, staff will provide such.

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

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

I look forward to seeing you on **May 24th**!

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Middle Peninsula Planning District Commission Meeting

7:00 P.M.

Wednesday, May 24, 2023

125 Bowden Street

Saluda VA 23149

- I. Welcome and Introductions
- 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. MPPC Public Relations/Communications Update
- VIII. Public Comment

AGENDA ITEMS FOR DISCUSSION

- IX. VDOT Smart Scale Discussion
- X. Presentation of the MPPDC Proposed FY24 Budget
- XI. Regional Reassessment Update
- XII. Virginia Port Authority - Awards
- XIII. Other Business
- XIV. Adjournment

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MIDDLE PENINSULA PLANNING DISTRICT COMMISSION
April 26, 2023
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, April 26, 2023 at 7:00 p.m. MPPDC Chairman, Chriscoe welcomed everyone in attendance.

Commissioners Present

Essex County: Bud Smith, John Magruder, Sarah Pope
Gloucester County: Ashley Chriscoe, Michael Hedrick
King and Queen County: Vivian Seay
King William County: Otto Williams, Percy Ashcraft
Mathews County: David Jones, Ramona Wilson
Middlesex County: Wayne Jessie, Reggie Williams
Town of Tappahannock: Fleet Dillard
Town of West Point: John Edwards
Town of Urbanna: Bill Goldsmith

Commissioners Absent

Gloucester County: Dr. Willy Reay
King and Queen County: Sherrin Alsop, R.F. Bailey
King William County: Ed Moren, Travis Moskalski
Mathews County: Melissa Mason, Harry Meeks
Middlesex County: Kendall Webre
Town of West Point: Jamie Pruett

Also in Attendance

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

II. Approval of March Minutes

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

III. Approval of Financial Report for March

MPPDC Chief Financial Officer, Heather Modispaw presented the Financial Report for March and reported preparation of the draft FY24 budget has begun. The budget committee will convene in May and the draft budget is slated to be presented to the Commission on May 24th with an alternate date of June 28th. Chairman Chriscoe asked whether there were any questions regarding the MPPDC financial report for March before being approved subject to audit. There being no questions, Chairman Chriscoe requested a motion to approve the financial report for March subject to audit.

Ms. Seay moved to approve the financial report for March subject to audit. Mr. Jones seconded the motion; motion carried.

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

Chairman Chriscoe requested MPPDC Executive Director, Lewie Lawrence review the Executive Director's Report on Staff Activities for April. 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 a few items:

- **Round 3 Supplemental (Piankatank and York):** Coordinated with the property owners who have indicated that they wish to proceed with their grant funded projects. Each property owner will provide the requisite matching funds and additional funds for MPPDC staff to administer and manage the separate projects.
- **Round 3 Supplemental (Mobjack):** One property owner indicated they had completed their shoreline project because they could not afford to wait any longer for grant funds to mitigate the severe erosion occurring along their property. Additionally, the property was recently sold meaning the owners are no longer eligible to receive their share of the grant award. MPPDC staff will work with DCR regarding these updates.
 - Another shoreline project was for two contiguous private parcels. It was learned that one of the property owners has sold her land and that the other property owner still desired to proceed with their portion of the project. The property owner will provide the requisite matching funds and additional funds for MPPDC staff to administer and manage the project. MPPDC staff will work with DCR regarding these updates and changes.
 - The owner of the property of the third shoreline project has indicated that they are not currently able to accept the grant award funding without financial assistance which can be used to support the required matching funds. MPPDC staff have submitted two separate grant applications which if awarded could provide the needed financial assistance. MPPDC staff will continue to coordinate with the property owner, but the project will remain on hold until additional funding is secured.

Mr. Lawrence reported approximately half of the property owners who were approved for DCR Flood Fund program funding continue to be interested and two property owners have passed away in the time it has taken to obtain the program award. MPPDC staff are coordinating with DCR for approval of a landowner agreement which will need to be executed by participating property owners before projects can proceed.

- Coordinate Coastal PDC meeting for May/June where MPPDC staff will host. *Mr. Lawrence stated this will be an opportunity for broader impacts training with VIMS staff and an update will be provided at a future Commission meeting.*

- Coordinated with VCZMP, Mathews County, and Mathews Rotary Club regarding a proposal for NOAA/VCZMP funds to rehabilitate the New Point Comfort public observation deck in Mathews County. Proposal to be submitted during April. *Mr. Lawrence reported the scope of work has been submitted to NOAA and construction is expected to begin this summer.*
- Convened a meeting with Dr. Derek Aday, Virginia Director of the Virginia Institute of Marine Science and Delegate Keith Hodges to discuss approaches to make the work of VIMS more relevant to the needs of rural coastal Virginia communities.
- Assisted the new owners of the Cardinal Campground located in Gloucester County with assistance on dealing with failing septic issues associated with the campground. Coordinated with the Virginia Department of Health to better understand the conditions of the campground septic drain field and options for addressing the water quality challenges. *Mr. Lawrence stated he has connected Cardinal Campground with one of the RISE competition winners, Triangle Environmental, to deploy experimental technology not requiring a drainfield to test what a higher commercial flow system might look like.*
- Consulted with Delegate Keith Hodges regarding a bill to amend the pump and haul statute authorizing the Virginia Department of Health to have the power to issue pump and haul for working waterfront businesses suffering from failing drain fields. In some cases, it appears to be cheaper to use permanent pump and haul than it is to spend money for a new engineered system repair when juxtaposed against the rate of sea level rise and soil characteristics. Pump and Haul statute needs to be modernized for use against problems of today. *Mr. Lawrence reported he began analyzing the expenses associated with permanent pump and haul versus the installation of a \$2.5M septic system. The pump and haul statute won't allow a marina to do pump and haul because the tank isn't watertight. This is becoming commonplace for waterfront businesses.*
- Received a call from an absentee landowner on Belvin Creek Road in Gloucester County regarding a possible donation of 9 tidal wetland acres to the Middle Peninsula Chesapeake Bay Public Access Authority. Coordinating with Gloucester County to ensure that the host locality does not object to the donation. *Mr. Lawrence reported the donation is proceeding and the Commission will be kept apprised.*
- Conducted site visit with Fight the Flood business. Native Shorelines regarding use of company's technology for protecting shorelines at 100-acre addition at PAA Captain Sinclairs. *Mr. Lawrence reported demonstration sites are being sought out by the Fight the Flood businesses.*
- Published request for proposals for dredging, breakwater construction and dune grass planting and invitation for bid for beach profile and tiger beetle monitoring. The deadline for proposals and bids was April 14. Received two proposals and one bid. Initiated review process with legal counsel and County appointed reviewers. *Mr. Lawrence stated this has been 5 years in the making and Mathews County is currently reviewing responses.*

V. MPCBPAA Update

MPCBPAA Chairman, John Edwards stated that the new fishing pier at Captain Sinclair's should be complete this weekend and ribbon cutting will take place in the near future.

VI. MPA Update

MPA Chairman, Ashley Chriscoe reported the MPA continues to wait on the IRS and hopes to reconvene as soon as the matter has been resolved.

VII. MPPDC Public Relations/Communications Update

None.

VIII. Public Comment

None.

IX. DEQ and Environmental Justice in the Permitting Process

MPPDC Deputy Director, Curt Smith drew the Commission's attention to DEQ's Guidance Memo regarding Environmental Justice in the Permitting Process in their meeting packet. This guidance details new processes for permit review and approval, creating new and additional opportunities for proposed actions in environmental justice communities. MPPDC staff has held discussions with the local government administrators and local planners and with the vast majority of the Commonwealth being statutorily defined environmental justice communities, concern was expressed as to whether DEQ has the necessary staffing to perform this permit application review in a timely manner. The public comment period closes on May 1st.

X. VDOT Presentation – Discussion about Secondary Roads *(Tentative)*

MPPDC Deputy Director, Curt Smith reported the slated state agency representative was unable to attend tonight's meeting but will be rescheduled to address the Commission in the near future. Mr. Smith provided a handout inviting public comment on transportation projects that have been recommended for funding in the FY2024-2029 Six-Year Improvement Program (SYIP) as well as any new projects valued in excess of \$25M. The SYIP program allocates public funds to highway, road, bridge, rail, bicycle, pedestrian, and public transportation projects. All federally eligible projects in the SYIP will be included in the Statewide Transportation Improvement Program to document how Virginia will obligate its federal funds. A series of public hearings will begin on April 20th. Mr. Smith stated his intention to attend the Fredericksburg District meeting on May 8th and requested matters the Commission would like him to submit on their behalf.

XI. Middle Peninsula Septic Funding Update

- **Funding Available** – MPPDC Executive Director, Lewie Lawrence provided a handout outlining the \$1M Septic and Well Grant programs and \$2.8M Loan fund programs currently being administered by MPPDC staff. The Mathews Community Foundation has awarded \$10,000 to assist low to moderate

income homeowners on Gwynn's Island with repairing their septic systems. The challenge has been connecting these programs and the available funding to low to moderate income homeowners struggling with failing septic systems. MPPDC staff will be working with Consociate Media to develop creative and effective ways to increase public awareness.

- **Fleet Purchase Model \$700,000** – MPPDC Executive Director, Lewie Lawrence reported the MPPDC has been awarded \$580,000 some of which will cover fleet purchase of manufactured systems.

XII. Other Business:

MPPDC Executive Director, Lewie Lawrence distributed a Drought Watch Advisory Declaration which was just issued by the Department of Environmental Quality (DEQ) to increase public awareness of the potential for a significant drought. The entire Middle Peninsula is in the watch area. DEQ is working with local governments, public water works, and water users in the affected areas, and is requesting that they prepare for a drought by developing or reviewing existing water conservation and drought response plans.

XIII. Adjournment

Chairman Chriscoe requested a motion to adjourn. Mr. O. Williams so moved, Mr. Jessie 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: 4/30/2023

Run Date: 05/16/2023
 Run Time: 2:09:16 pm
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Expenditures

Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30013	Housing Loan Admin - EE&CBG I	250.00	0.00	0.00	250.00	0.00%	421.10	421.10
30123	FY23 PDC Staff Support for Adm	5,000.00	798.63	3,034.90	1,965.10	60.70%	760.35	(2,274.55)
30170	Sm Bus Loan Admin - MPBDP St	24,628.33	82.03	24,546.27	82.06	99.67%	28,787.87	4,241.60
30184	Tappahannock Comp Plan	25,279.00	(24.46)	25,224.51	54.49	99.78%	25,279.00	54.49
30186	DHCD Elevated Septic Pilot (\$10	120,000.00	372.09	6,271.43	113,728.57	5.23%	120,000.00	113,728.57
30187	VHDA Housing Development	997,596.75	1,281.22	204,969.50	792,627.25	20.55%	168,883.52	(36,085.98)
30188	VTC Water Trails Marketing	2,500.00	0.00	2,500.00	0.00	100.00%	2,500.00	0.00
30190	DCR CFPF Hoskins Creek (TappN	83,030.00	177.58	3,420.22	79,609.78	4.12%	1,326.66	(2,093.56)
30191	DCR CFPF MillCreekBoatRamp (I	41,251.00	415.96	8,180.03	33,070.97	19.83%	0.00	(8,180.03)
30192	DCR/FEMA FTF GIS Tool	127,050.00	3,668.66	66,652.89	60,397.11	52.46%	15,746.07	(50,906.82)
30194	RAFT Dupont LMI Pumpouts	25,000.00	2,316.65	14,269.55	10,730.45	57.08%	25,000.00	10,730.45
30219	DRPT CAP Operating Program F	84,171.00	2,709.47	61,015.96	23,155.04	72.49%	44,893.30	(16,122.66)
30320	FY23 VDOT Rural Transportatio	72,500.00	3,824.42	59,813.32	12,686.68	82.50%	46,588.14	(13,225.18)
30420	Onsite Loan Management	189,113.20	357.92	183,957.25	5,155.95	97.27%	219,247.21	35,289.96
31002	GA Lobby	30,000.00	3,750.00	22,500.00	7,500.00	75.00%	33,750.00	11,250.00
31212	Mid Pen AHMP Update	142,863.00	0.00	142,870.57	(7.57)	100.01%	142,832.55	(38.02)
31500	Living Shoreline Incentive Progr	36,974.86	317.81	30,686.99	6,287.87	82.99%	48,464.78	17,777.79
32015	PDC Staff Support for Admin of	501.98	(11.06)	604.87	(102.89)	120.50%	939.99	335.12
32019	PAA - VMRC Public Fishing Pier/	10,000.00	0.00	10,332.39	(332.39)	103.32%	5,993.39	(4,339.00)
32021	PAA GOVA Sea Grant Resilience	88,413.50	0.00	88,413.50	0.00	100.00%	39,157.49	(49,256.01)
32022	PDC Staff Support for Admin of	4,200.00	275.31	3,535.07	664.93	84.17%	4,200.00	664.93
32023	VLCF Tapp Hoskins Creek	2,500.00	441.50	1,217.31	1,282.69	48.69%	624.15	(593.16)
32151	NFWF Ware River LS & SL Mgmt	199,914.09	0.00	201,444.68	(1,530.59)	100.77%	201,444.68	0.00
32157	NFWF Mathews-(VIMS In-Kind \$	289,409.80	1,416.55	285,492.15	3,917.65	98.65%	233,250.45	(52,241.70)
32161	DEQ CZM Coastal TA FY22	129,000.00	0.00	129,000.19	(0.19)	100.00%	129,000.00	(0.19)
32162	DEQ Planner WIP Yr3	72,500.00	0.00	72,500.00	0.00	100.00%	72,500.00	0.00
32163	DEQ 319(h) BMP Res Septic \$57	137,560.47	13,169.48	74,597.58	62,962.89	54.23%	54,887.48	(19,710.10)
32164	DEQ Next Gen SL Yr1 (\$50k VPA	50,000.00	1,250.00	48,711.96	1,288.04	97.42%	7,047.83	(41,664.13)
32165	DEQ CZM ANPDC EcoTourism 5	27,200.00	0.00	26,969.62	230.38	99.15%	27,200.00	230.38
32166	DCR FTF Private Appl Fees	14,647.20	0.00	14,647.20	0.00	100.00%	14,000.00	(647.20)
32167	DEQ Flo Disaster (\$30k Homeow	120,000.00	330.57	47,218.77	72,781.23	39.35%	24,755.22	(22,463.55)
32169	US DOT RAISE	2,018,476.00	7,458.57	11,551.69	2,006,924.31	0.57%	0.00	(11,551.69)
32170	DEQ CZM CoastalTA FY23(Consc	129,700.00	10,161.71	74,094.52	55,605.48	57.13%	64,040.06	(10,054.46)
32171	DEQ CZM Next Gen PLANS - Yr2	50,000.00	12,207.02	14,720.67	35,279.33	29.44%	2,648.68	(12,071.99)
32172	DEQ CZM ANPDC Eco 6 FY23	26,000.00	2,130.76	14,412.85	11,587.15	55.43%	6,141.05	(8,271.80)
32173	VDH Local SWAP	299,980.00	1,464.60	12,772.01	287,207.99	4.26%	5,627.64	(7,144.37)
32174	NFWF & DEQ CZM Hog Island Re	499,999.15	59,596.50	174,968.05	325,031.10	34.99%	0.00	(174,968.05)
32175	DEQ WIP TA 2023	72,500.00	810.93	9,523.29	62,976.71	13.14%	1,742.48	(7,780.81)
32176	NFWF Veterans Partnership	75,001.00	6,513.04	17,763.09	57,237.91	23.68%	0.00	(17,763.09)
32177	EDA TA (FTF\$35,250/VHDA\$34,;	70,000.00	0.00	0.00	70,000.00	0.00%	0.00	0.00
32178	(BIG) VDH - SWAP	0.00	220.79	220.79	(220.79)	0.00%	0.00	(220.79)
33001	Loan Fund C-515771 Septic and	0.00	0.00	0.00	0.00	0.00%	4,117.25	4,117.25
38023	FY23 Local Projects	227,470.00	38,657.00	185,768.31	41,701.69	81.67%	244,281.09	58,512.78
38809	Mathews HITW Dredging (VDOT	174,364.00	3,552.03	142,107.67	32,256.33	81.50%	122,248.95	(19,858.72)
38810	VPA Aberdeen Dredging	1,434,000.00	(662.22)	43,913.63	1,390,086.37	3.06%	34,531.33	(9,382.30)
39000	General Fund Balance	0.00	0.00	0.00	0.00	0.00%	0.00	0.00
Totals:		<u>8,230,544.33</u>		<u>2,566,415.25</u>		<u>31.18%</u>		<u>(341,555.49)</u>
			<u>179,031.06</u>		<u>5,664,129.08</u>		<u>2,224,859.76</u>	

Balance Sheet by Category

Middle Peninsula Planning District Commission
 Period Ending: 4/30/2023
 Format: 1 Board

Run Date: 5/16/23
 Run Time: 2:09:39 pm
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Assets:

Cash in Bank	352,038.06
Cash in Bank, Restricted	418,438.98
Receivables	464,715.56
Property & Equipment	7,426.82
Prepaid Pension (Deferred Outflows)	48,680.91

Assets:	\$1,291,300.33
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Liabilities:

Accounts Payable	195,363.08
VRA Loan Payables	546,006.56
Payroll Withholdings	2,086.58
Accrued Leave	62,053.46
Deferred Revenue	73,465.36
Deferred Inflows (VRS)	117,112.00
Net Pension Liabilities	(14,365.00)
Cost Allocation Control	7,511.31

Liabilities:	\$989,233.35
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Equity:

Local Initiatives/Information Resources	117,633.99
Economic Development	1,967.05
Transportation Programs	(29,347.84)
Emergency Management Projects	(38.02)
Onsite Repair & Pumpout	16,973.04
Housing	421.10
Coastal Community & Environmental	(394,411.08)
Public Access Auth Programs	(49,790.14)
Temporarily Restricted	177,307.09
General Fund Balance	461,351.79

Equity:	\$302,066.98
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Total Liabilities and Equity	\$1,291,300.33
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Balance:	\$0.00
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Agencywide R&E by Category

Middle Peninsula Planning District Commission
 Period Ending: 4/30/2023
 Format: 1 Agencywide R&E

Run Date: 5/16/2023
 Run Time: 2:10:08 pm
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With Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Over	% Bud
Revenues					
Local Match	147,234.00	29,388.55	157,806.87	(10,572.87)	107.18%
Local Annual Dues	135,099.00	0.00	135,099.00	0.00	100.00%
Local Other Revenues	704,148.03	0.00	92,024.17	612,123.86	13.07%
Local Other Organizations	56,750.00	662.98	(11,188.58)	67,938.58	(19.72)%
State Revenues	1,266,478.00	22,843.00	204,551.29	1,061,926.71	16.15%
Federal Revenues	1,970,382.00	112,686.31	233,788.13	1,736,593.87	11.87%
Miscellaneous Income	2,400.00	2,339.03	(34,426.48)	36,826.48	(1434.44)%
Revolving Loan Program Income	10,370.00	3,010.28	237,825.57	(227,455.57)	2293.40%
Miscellaneous	0.00	0.00	(8,322.38)	8,322.38	0.00%
Revenues	4,292,861.03	170,930.15	1,007,157.59	3,285,703.44	23.46 %
Expenses					
Personnel	772,481.23	54,953.55	562,226.45	210,254.78	72.78%
Facilities	33,692.81	2,857.25	28,867.06	4,825.75	85.68%
Communications	9,293.00	839.10	7,039.55	2,253.45	75.75%
Equipment & Supplies	4,700.00	365.03	8,790.70	(4,090.70)	187.04%
Travel	21,331.00	(103.02)	3,455.76	17,875.24	16.20%
Professional Development	15,300.00	725.00	13,620.62	1,679.38	89.02%
Contractual	3,070,237.00	89,128.09	704,932.67	2,365,304.33	22.96%
Miscellaneous	13,169.00	877.56	9,374.06	3,794.94	71.18%
Regional Share	147,234.00	29,388.55	107,123.08	40,110.92	72.76%
Expenses	4,087,438.04	179,031.11	1,445,429.95	2,642,008.09	35.36 %
Agency Balance	205,422.99	(8,100.96)	(438,272.36)		

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**Middle Peninsula Planning District Commission
Executive Director's Report of Regional Progress
May 17, 2023**

Note: On May 23, 2018, the Commission voted to direct staff to email all future documents including the Commission meeting packets 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: [Community Profiles \(virginiaworks.com\)](http://virginiaworks.com)
- For MPPDC Website: <https://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 and Community Development 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*

Coastal Resilience Planner I: PJ LeBel

Contact Info: pjlebel@mppdc.com (804) 758-2311x26

Executive Assistant: Dawn Mantell

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

Programs: *Septic Pumpout, Repair/Replacement Assistance Programs, PDC Staff Support, MPA Staff Support, PAA Staff Support, Facilities Scheduling, Website Management*

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 30186 – Elevated Septic Pilot FY22

Construction of a vertically elevated septic system will occur at the King & Queen Telehealth and Business Development Center as part of a three-year pilot program to analyze an engineered septic unit that houses and treats all sewage effluent in a vertically elevated, self-contained unit suitable for areas with high water tables and flooding in Coastal Virginia.

- Continued to coordinate with Triangle Environmental regarding designs and structural modifications for elevated septic systems for commercial application at the King and Queen facility.
- Discussed storage for monitoring equipment until the facility is constructed.

Project 30190 – DCR Flood Fund - Hoskins Creek (Tappahannock)

Project is to design, obtain permits for, and construct a living shoreline on the Town-owned property adjacent to the Rte. 17 bridge over Hoskins Creek in Tappahannock.

- Town has provided notice of intent to wait on finalizing site designs and submitting permit application until recently awarded BIG grant for boating infrastructure is underway and the two projects can be designed and permitted concurrently.
- Developed cross sections of shoreline.
- Developed plan view graphic of preliminary design.

Project 30191 – DCR Flood Fund – Mill Creek Boat Ramp (Middlesex)

Project is to design and develop a draft Joint Permit Application for the shoreline and structures adjacent to the boat ramp at the Carlton Road (Mill Creek) public wharf in Middlesex. The designed solution will help mitigate the shoaling of the boat ramp and enhance the overall resilience of the public wharf.

- Signed contract between Wetland Studies & Solutions and MPPDC on behalf of Middlesex County to begin the process of determining if there is a long-term solution for the boat ramp sand sedimentation challenge.

Project 30192 – DCR/FEMA - Fight the Flood GIS Tool Enhancements

Improvements will be made to the FTF online and GIS tools which are intended to enhance the GIS data tool capabilities and the overall management of the program. Improvements will include automated programs to expedite and streamline the grant application process, programs for identifying needs and advancing projects which align with available funding resources, improvements which will help feature products and services for participating FTF businesses, and training for MPPDC staff.

- Continued to hold meetings with Timmons Group to discuss the additional updates to the dashboard maps and survey questions. Timmons helped to integrate Hazus data into the FTF database to help create visualizations for the modified RLAA.
- Continued to draft the modified RLAA report. Found the Digital Shoreline Analysis System (DSAS) from the US Geological Survey to reflect the degree of shoreline erosion. Timmons is working to integrate this into the FTF database.
- Updated the project crosswalk with Timmons to ensure that all project deliverables are complete or begin worked on.

- Collected FEMA's Benefit and Cost Analysis (BCA) question to understand if some questions can be captured in the FTF survey.
- Researched other flood mitigation options and created a narrative to add to the FTF website, including structure elevation and donating land.
- Staff received an online workshop on the update and workflow of the FTF program ArcGIS platform. This will allow staff to track and manage the status of FTF participants.
- Staff have begun to assemble FTF template packets with a cover letter, financial tools, and resiliency businesses to send to every FTF participant.
- Staff sent Timmons group updated questions to add to the FTF Business Survey.
- Timmons group provided MPPDC with an export script to be able to backup all FTF data.
- Held a zoom call with Timmons to discuss how to properly filter FTF approved and non-approved businesses from the FTF business dashboard.
- Staff are developing a policy document for the Fight the Flood Program.

Project 30193 – DCR Flood Fund - West Point Bridge Study

Project is to conduct a Hydrologic and Hydraulic Study and Structural Design and Level of Service Study to address ongoing flooding for a Town owned bridge adjacent to the Middle Peninsula Regional Airport.

- Continued conversation with Town of West Point, Virginia Sea Grant and Go Virginia on ways to cover the match requirement of both DCR Flood Fund award and GO Virginia award. The Town of West Point included the protection timber rights for Go Va Match and cash considerations which should provide enough match for both grants.

Project 30195 – Community Flood Preparedness Fund (CFPF) – Round 3 Supplemental (Piankatank)

VDCR CFPF funding for one shoreline protection construction project on private property within the Piankatank River watershed.

- Coordinated with the property owner who has indicated that they wish to proceed with the grant funded project. The property owner will provide the requisite matching funds and additional funds for MPPDC staff to administer and manage the project.
- Developed CFPF onboarding grant agreement packet to be distributed to private homeowners as the next step in the grant approval process.

Project 30196 – Community Flood Preparedness Fund (CFPF) – Round 3 Supplemental (York)

VDCR CFPF funding for two shoreline protection construction projects on private properties within the York River watershed.

- Coordinated with the property owners who each have indicated that they wish to proceed with their grant funded projects. Each property owner will provide the requisite matching funds and additional funds for MPPDC staff to administer and manage the separate projects.
- Developed CFPF onboarding grant agreement packet to be distributed to private homeowners as the next step in the grant approval process.

Project 30197 – Community Flood Preparedness Fund (CFPF) – Round 3 Supplemental (Mobjack)

VDCR CFPF funding for three shoreline protection construction projects and one stormwater flood protection project. All are located on private property within the Mobjack Bay watershed.

- Coordinated with the property owners regarding the terms of the grant funded projects.
- Developed CFPF onboarding grant agreement packet to be distributed to private homeowners as the next step in the grant approval process.

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.

- Received multiple donations from the Pier Pressure crowdfunding campaign via Donorbox.
- Created a Pier Pressure donor tracking tool to ensure that donors receive the items that correspond to their donated amount.
- Ordered Flat Rate Shipping envelopes, boxes, and labels for shipping Pier Pressure donor rewards.
- Contacted Pier Pressure donors to thank them for their donations and to ask what size WILD T-Shirts they required and then packaged their donor rewards for shipping.
- Continued to work with VAcorp regarding FY24 insurance proposal.
- Arranged purchase of materials from Lowe's for Eagle Scout Dustin Poythress of BSA Troop 303 for Eagle Project at PAA property.

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.

- New pier construction continues. The pier should be completed by the end of May, final site cleanup has commenced.

Project 32021 – PAA GO VA Sea Grant Resilience Economy

Virginia Sea Grant was awarded a GO Virginia award to assist the Middle Peninsula and other coastal areas with developing a water management economy to combat flooding and sea-level rise. This project will utilize land owned by the MPCBPAA as field stations to encourage business innovation in the flood resiliency space.

- Submitted reimbursement request via email to Christie Foreman of VIMS. The email explained how our invoice breaks down each amount from the sub-award agreement, shows the 75% threshold (discussed via email on January 27th), as well as how much more proof we will need to provide before the next amount is released. The email also included our match "invoice" documentation presented exactly as Sarah Oldaker explained in her email to PDC Executive Director on March 8.
- Continued to assist water management business competition winners move into applied implementation space using PAA sites and other public holdings.

Project 32157 – NFWF Mathews – East River Yr2

This project will design, permit, construct and monitor living shorelines in targeted shorelines on the East River.

- Construction remains at the 95% level with plant installation being the only remaining step. Plants have been delivered to the site and are pending installation. Project will be closed out upon final photographic documentation of the site.

Project 32164 – CZM 306 Next Generation Shoreline Plan (Pilot Project – Yr1)

VIMS Shoreline Studies Program will develop a whitepaper to examine the use of technology, modeling, alternative materials, proprietary products, and innovative nature-based mitigation measures in the planning process for “next generation shorelines” which are intended to provide an enhanced level of shoreline resilience and water quality in response to more frequent and severe flooding and accelerated sea-level rise. One design of a next generation shoreline for a publicly owned property in a high energy wave environment will be completed. Year 2 will involve further development of the whitepaper and a next generation shoreline design for a moderate wave energy publicly owned site.

- Continued to develop the presentation for succinctly explaining the new planning methodology. Anticipated completion during June and project will subsequently be closed out.

Project 32166 – Fight the Flood Participant Grant Application Development

MPPDC staff work regularly to develop and oversee grant applications for property owners who have submitted flooding-related needs and projects to the Fight the Flood program.

- Coordinated with Supplemental Round 3 private property award recipients regarding whether they wish to proceed with the grant-funded projects.

Project 32167 – DEQ Florence Disaster Living Shoreline Micro-grants

This project will offer grant funds as micro-grants to property owners in the Piankatank River, Gwynns Island, Milford Haven Implementation Plan area to install living shorelines and other eligible BMPs to improve water quality and coastal resilience. It is estimated that four micro-grants of \$20,000 each will be accomplished under this project.

- Construction for final three shoreline projects are almost complete. Contractor and homeowners are providing required documentation for reimbursement and closeout.

Project 32170 – Virginia Coastal TA FY23

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.

- Coordinated with DEQ staff to prepare for additional training and discussions between DEQ and local government staff for VA Stormwater Management Program opt-out localities. Training to be held during the May MPPDC local government planners meeting.
- Coordinated with VDH and local government staff to schedule a meeting to finalize necessary details regarding the transfer of CBPA septic pumpout program responsibilities over to VDH. Meeting to be held on May 24.
- Reached out to Matt Crane, Tyler Technologies, Inc., about the MPCBPAA Reservation Site to address an issue of two hunting parties reserving the same hunting track. Fixes have been made to the website. Also, MPPDC staff requested a meeting with Tyler Technologies to upgrade the reservation site.
- Attended the Bipartisan Infrastructure Law (BIL) Funding Introductions Meeting on May 8th hosted by Virginia Department of Environmental Quality (DEQ). The funding may assist projects for land acquisition, habitat restoration and habitat restoration planning. The NOFO is expected in mid-May, letters of interest are due to the Virginia CZM program in mid- June, and the award notice is expected in 2024.
- Met with Coastal Technologies Inc. regarding participation in the FTF program.
- Consulted with two Middle Peninsula residents interested in the FTF program. Staff provided residents with Fight the Flood homeowner survey information.
- Provided Fight the Flood business survey information to Portadam, Inc. Staff are in the process of vetting and approving the business.

- Received an online workshop on the update and workflow of the FTF program ArcGIS platform. This will allow staff to track and manage the status of FTF participants.
- Begun to assemble FTF template packets with a cover letter, financial tools, and resiliency businesses to send to every FTF participant.
- Continuing to work on Coastal TA FY23 Product 5: a community inundation assessment and analysis for the Bavon Community at New Point. MHW and MLW inundation dates have been established for Lighthouse Rd and for the residing community.
- Began developing a policy document for the Fight the Flood Program.
- Consulted with Mathews County resident regarding Resource Protection Area encroachment and VMRC jurisdictional issues. The encroachments as described seem to be a waterfowl blind, which is not considered an encroachment.
- Continued coordination for the Coastal PDC's broader impact training event to be held at the Virginia Institute of Marine Science later in May.
- Participated in a call with Virginia Department of Health regarding Perrindise marina septic and restaurant permitting issues.
- Convened a regional meeting with Middle Peninsula localities to discuss reassessment options and approaches using Gloucester County's assessment methodology and services which could be provided to localities interested. Regional reassessment could ensure a higher level of fidelity, defensible product, equitable outcome, and improve accuracy.
- Convene the May meeting of the local government administrators. Discussion items included regional public relations, multi-use trails, reassessment and Three Rivers Health District update.
- Participated in a Virginia Tech panel discussion interested in knowing more about climate resiliency and local tipping points including what factors or concerns drive local government or property owners to change perspective and do something different.
- Participated in a conference call sponsored by the US Department of Commerce Economic Development Administration, regarding rolling submittals for resiliency-based projects for qualified localities in the Middle Peninsula eligible for FY 23 disaster funding.
- Participated in interview with reporter from Gazette Journal regarding the MPPDC dredging projects.
- Held debrief discussion with NOAA Chesapeake Bay Office staff regarding MPPDC proposal for NOAA Building Capacity and Engaging Underserved Communities proposal which was not selected for award. Discussed strategies for improvements to the proposal and are planning to resubmit during the next round.
- Met with NOAA Knauss Fellow who inquired about MPPDC's efforts and programs related to flood mitigation and coastal resilience. Scheduled future field trip for Knauss Fellows involved in resilience to visit MP-PAA properties and learn more about MPPDC programs firsthand.

Project 32171 – CZM 306 Next Generation Shoreline Plan Yr2

VIMS Shoreline Studies Program will continue to develop a whitepaper to examine the use of technology, modeling, alternative materials, proprietary products, and innovative nature-based mitigation measures in the planning process for "next generation shorelines" which are intended to provide an enhanced level of shoreline resilience and water quality in response to more frequent and severe flooding and accelerated sea-level rise. One design of a next generation shoreline for a publicly owned property in a moderate energy wave environment publicly owned site will be completed.

- Continued progress with literature research regarding living shoreline construction which will supplement the Year 2 white paper.

- Completed most field work for assessment of 100-acre new addition at PAA Captain Sinclairs recreation area. Will return during May to complete drone elevation surveys and photography/video documentation.

Project 32172 – DEQ CZM ANPDC Ecotourism VI FY23

This project will build on the efforts completed between 2020-2021. During this project, PDCs will focus on implementing actions identified in the 36-month Marketing Strategy and Action Plan. MPPDC staff will also develop a grant application to seek funds which address resilience needs identified in the 2022 resilience assessment of MPCBPAA properties. PDCs will also collaborate to identify a long-term sustainability plan for maintaining the site for years to come.

- Finalized the memorandum of understanding between the MPPDC and NNPDC, ANPDC, and PlanRVA with regards to the maintenance of the Virginia Water Trails website starting October 1, 2023. Staff presented the MOU at the May 11th CVEA meeting. There was no substantive feedback. With that staff is preparing the MOU for signatures.
- Attended the CVEA quarterly meeting on May 11th. PDC's provided updates, MPPDC reviewed the MOU, and Legal Analytics reviewed the metrics of the Virginia Water Trails website.
- Conceptualized proposal for resilience activities at the MP-PAA Captain Sinclairs property under the VA Outdoors Foundation Coastal Resilience and Trees grant program. Anticipate submitting application during June.

Project 32174 – NFWF & VCZMP Hog Island Restoration

Project is for permitting and constructing a nature-based shoreline protection solution along the perimeter of the MPCBPAA-owned Hog Island property which continues to experience substantial erosion. The project is funded in part with federal funding from NFWF and NOAA via the VA Coastal Zone Management Program.

- Consulted with representatives from Biogenic Solutions regarding Hog Island grant reimbursement timetable and NFWF reimbursement process.
- Provided scope of work information to John Kuriawa, Coastal Program Liaison, Chesapeake Region NOAA Office for Coastal Management regarding Hog Island implementation questions to be funded by NOAA.
- Consulted with Dr. Chris Patrick, Virginia Institute of Marine Science, SAV researcher regarding permit conditions for installing Natrix Solutions at Hogg Island.

Project 32175 – DEQ Chesapeake Bay WIP Technical Assistance (2023)

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.

- Coordinate with the Mathews Community Foundation regarding a \$10,000 award to MPPDC for septic repairs on Gwynn's Island.
- Coordinated with DEQ staff to prepare for additional training and discussions between DEQ and local government staff for VA Stormwater Management Program opt-out localities. Training to be held during the May MPPDC local government planners meeting.
- Coordinated with VDH and local government staff to schedule a meeting to finalize necessary details regarding the transfer of CBPA septic pumpout program responsibilities over to VDH. Meeting to be held on May 24.
- Staff consulted with two Middle Peninsula residents interested in the FTF program. Staff provided residents with Fight the Flood homeowner survey information.
- Staff provided Fight the Flood business survey information to Portadam, Inc. Staff are in the process of vetting and approving the business.

- Met with Coastal Technologies Inc. regarding participation in the FTF program.
- Staff are developing a policy document for the Fight the Flood Program.
- Biogenic Solutions Consulting, LLC has begun construction on MPPDC's NFWF Resilience-Based Shoreline Protection and Habitat Restoration on Hog Island (VA) Project.
- Consulted with various PDC's on scope of work modifications proposed by DEQ. Agreed to participate in a meeting called by VAPDC to discuss proposed DEQ changes.
- Held debrief discussion with NOAA Chesapeake Bay Office staff regarding MPPDC proposal for NOAA Building Capacity and Engaging Underserved Communities proposal which was not selected for award. Discussed strategies for improvements to the proposal and are planning to resubmit during the next round.
- MPPDC received notice of rejection for the following grant applications:
 - EPA CBPO Ware River (Robens & Elrod) Shoreline Construction – living shoreline BMP.
 - EPA CBPO Hog Island Shoreline Construction – living shoreline BMP.
 - EPA CBPO New Point NAP Shoreline Construction – living shoreline BMP.
 - East River Boat Yard Enhancements – Aid to Local Ports – grant funding would have been used as gap funding to fully fund the living shoreline and stormwater BMPs for East River Boat Yard. MPPDC received partial funding from DCR Community Flood Preparedness Fund, but is in need of gap funding for full BMP implementation.
 - PAA – WMF Dredge Material Disposal Master Plan & Implementation – grant funding would have been used to aid in funding the purchase of the Middle Peninsula dredge. The dredge would allow for numerous creeks around the entire Middle Peninsula to be dredged. It would also allow for the collection of dredge material which can now be used to create and construct living shoreline structures.

Project 32176 – NFWF Veterans Partnership

MPPDC will develop and formalize an operating agreement between the MP-PAA and Knott Alone-Hold Fast, Inc, a nonprofit organization providing counseling and coastal eco and restoration workforce development services focusing on leveraging Chesapeake Bay coastal environs for veterans. The project will build capacity to address a known gap in local workforce for resilience and restoration activities.

- Developed the first draft of an MOU between Knott Alone Hold Fast and MP-PAA.

Project 38809 – VPA Hole-in-the-Wall Dredging Implementation

Mathews County was awarded VA Port Authority Waterway Maintenance Funding to dredge the Hole in the Wall channel to -7 feet Mean Low Water and place the dredged sand at the county-owned Haven Beach property. MPPDC is administering the grant on behalf of the County with procurement and permitting assistance and project oversight.

- Continued proposal and bid review process with legal counsel and County appointed reviewers.
- Consulted with Sands Anderson legal team regarding Hole in the Wall, RFP responses, evaluation process and next steps.
- Consulted with various Mathews County Board of Supervisor members regarding Hole in the Wall RFP process.

Project 38810 – VPA Aberdeen Dredging

Gloucester County was awarded VA Port Authority Waterway Maintenance Funding to dredge the Aberdeen Creek channel to -7 feet Mean Low Water and place the dredged material at an upland disposal site. MPPDC is administering the grant on behalf of the County with procurement and permitting assistance and project oversight.

- Met with in-water dewatering service providers in an effort to identify additional disposal options for the dredged material.
- Analyzed geotube dewatering specs provided by geotube company.

Project 38811 – DCR Flood Fund - Deltaville Dredging (Middlesex)

Project is for designing and developing draft permit applications for dredging and beneficial reuse or disposal of dredged material and flood/shoaling protection structures at Broad and Jackson Creeks in Middlesex County.

- Met with Middlesex County staff to continue coordination of new service agreement. Scheduled presentation to Middlesex County Board in early June to finalize the agreement. Will initiate project once service agreement is finalized.

TRANSPORTATION

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

Project 30219 – Commuter Assistance Program (CAP) Operating FY23

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.

- Participated in the Commute!VA Ride Home Rewards virtual meeting to continue details of adding our program to the CVA Ride Home Rewards pilot program.
- Participated in monthly conference call with Kathy Molin of DRPT.
- Submitted travel pre-check to Kathy Molin of DRPT for attendance to VTA and ACT conferences.
- Notified Ken Pollock of Bay Aging that we did not have the capacity at this time to participate in the Regional Resilience Equity Workgroup (RREW) Transit Sub-Group.
- Attended Commute!VA Ride Home Rewards demonstration presented by Bailey Steele of AgileMile.
- Participated in a meeting with Kathy Molin of DRPT to discuss our FY24 Commuter Assistance Program application. Kathy notified us that our grant application scored very well (better than most) and we will receive the full amount requested for FY24.
- Provided Consociate Media with Bike Month Promotion materials received from Miriam Foster at DRPT.
- Provided Consociate Media with Discover Transit Toolkit received from Miriam Foster at DRPT.
- Received email from Donnie Karabaich, DRPT Audit Manager, regarding Compliance Review for FY2020-FY2022 (ie, 7/1/2019-6/30/22).
- Received email from James Boudreau, DRPT Senior Compliance Review Analyst, with attachments documenting what items CFO needs to provide for Compliance Review. Items need to be submitted to DRPT by May 19.
- ***Current commuter database in April – 441***
- ***Number of Commuters with logged alt mode trips in April – 86***
- ***Number of logged alt trips in April – 603***
- ***Reduced miles (VMT) in April – 14,019***
- ***Commuter Savings in April – \$8,762***

Project 30320 – Rural Transportation Planning FY23

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.

- Coordinated and hosted the MPPDC Local Government Planners meeting on April 26. Agenda items included discussion around the VDOT SYIP public meetings, Wetlands Plan for the York River watershed, review of demographic data, DEQ stormwater management, and power transmission and data center development. Discussion ensued with VDOT District staff regarding regional study location needs, prospective projects for federal funding, and Smart Scale application process.
- Continued to coordinate with VDOT Resilience Program staff regarding assessment of transportation infrastructure now subject to the sea level rise design standards adopted in 2020.
- Coordinated with VDOT and Gloucester County staff regarding Smart Scale recommendation for award for the MPPDC application for improvements at Woods Cross Roads on US-17 in Gloucester.
- Coordinate with OIPI staff regarding a presentation regarding VTrans and scoring metrics pertaining to secondary roads. Anticipating holding presentation and discussion during July MPPDC meeting.
- Submitted proposal for FY24 VDOT RTP funding to VDOT.
- Coordinated with VDOT Residency regarding engineering needs for bridges within the region in an effort to supplement a future application for federal infrastructure funding for rehab or replacement of bridges with identified needs.
- Participated in interview with reporter from Gazette Journal regarding the MPPDC dredging projects.
- Participated in the USDOT Safe Streets and Roads for All: Action Plans webinar on April 26 and USDOT Safe Streets and Roads for All: Supplemental Planning and Demonstration webinar on April 27.
- Participated in the USDOT Wildlife Crossings Pilot Program Webinar on April 26.
- Participated in the Virginia Statewide Bicycle and Pedestrian Advisory Committee (BPAC) 2022 Spring Meeting on May 3.

Project 32169 – USDOT RAISE Public Working Waterfront Designs

Project is to conduct a region-wide planning project that will result in a suite of shovel-ready, high-priority multi-modal transportation infrastructure improvements intended to address critical needs related to the region's publicly owned working waterfronts in order to meet the modern and future needs of the region's growing commercial seafood and maritime industries. The project will involve three distinct tasks: 1) State of Good Repair Condition Assessments, 2) Multimodal Working Waterfront Needs Assessment and Improvement Strategies, and 3) Multimodal Working Waterfront Improvement Plan Development.

- Continued to coordinate with Sands Anderson regarding public procurement process for project consultant. Anticipating putting project out to bid during late May or early June.

ONSITE REPAIR & PUMPOUT

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

Project 30194 – RAFT Dupont LMI Pumpouts

This project will provide grant funding to ~55 LMI Middle Peninsula homeowners to assist them in complying with the Chesapeake Bay Preservation Act requirement to have their septic tanks pumped out or inspected every 5 years.

- As of May 12, a total of 129 applications for septic pumpout assistance were provided to Middle Peninsula homeowners in person, by mail, and electronically. Staff received, reviewed, and approved 71 applications. Vouchers were issued on a first-come, first-served basis to 65 applicants and placed 6 applicants on the waitlist should a voucher become available.

- **Total Septic Pumpout Applications Distributed and Received as of May 12, 2023**

Applications Mailed, Emailed, Picked up or Downloaded from Website: 129

Essex	38
Gloucester	12
King and Queen	12
King William	21
Mathews	14
Middlesex	32

Incomplete Applications	00
Approved Applications	65
Vouchers Issued	65
Completions	40
Voided Vouchers	02

- **Total Septic Pumpout Vouchers Issued and Completed by County**

Vouchers issued on a first-come, first-served basis: 65

Essex	20
Gloucester	06
King and Queen	04
King William	11
Mathews	06
Middlesex	18

Septic Pump-outs completed: 40

Essex	15
Gloucester	02
King and Queen	02
King William	09
Mathews	04
Middlesex	08

Project 32163 – DEQ 319(h) NPS IP for BMP Residential Septic 2021

Provides cost-share assistance to landowners, homeowners, and agricultural operators as an incentive to voluntarily install nonpoint source (NPS) best management practices (BMPs) in designated watersheds.

- As of May 12, MPPDC staff has received phone calls from 130 homeowners in Gloucester, Mathews, and Middlesex Counties in response to the press release for available 319(h) funding. The physical addresses of each of these septic systems were entered into the mapping tool to verify their location is within the program’s target areas. **(33)** homeowners had miscellaneous requests, declined moving forward, requested ineligible practices such as voluntary upgrades and reimbursement for work completed prior to program launch; **(3)** Mathews County homeowners placed their project on hold; and **(58)** homeowners’ septic system isn’t located in the program’s target area. To-date, **(4)** Alternative Septic Systems in Mathews County have been installed **(1)** Conventional Septic System in Gloucester County has been repaired **(2)** Septic Systems in Middlesex County, **(1)** in Gloucester County, and **(2)** in Mathews County have been pumped out. All 10 homeowners were approved and reimbursed 50% of the average practice cost set DEQ. The installation of **(3)** Alternative Septic Systems in Mathews County is currently in progress.
 - (12) Homeowners remain on the Septic Pumpout list. (5 Mathews, 5 Middlesex, 2 Gloucester)
 - (14) Homeowners remain on the Septic Repair/Replacement list. (11 Mathews, 3 Middlesex)
- Continue to receive inquiries from King William, King & Queen, and Essex County residents looking for septic assistance and are not in the designated target area set by DEQ to be eligible for 319(h) septic reimbursement funding. When applicable, these inquiries are referred to their local VDH for SWAP intake/screening, VA DHCD, VHDA, and SERCAP for possible septic repair/replacement assistance and those seeking septic pumpout assistance are screened for the RAFT program.
- Met with DEQ staff for required annual progress review. Received “exceeds satisfactory progress”.

- Annual update to project program design was approved by DEQ staff.
- Received 319h application from Mathews County homeowner containing 2 permits (1) Construction and (1) Repair. Both permits were issued on the same day and for the same parcel. Emailed Mathews County health department and requested the controlling permit be identified to proceed with processing the homeowner's application. Received response from David Fridley, Environmental Health Manager, Three Rivers District confirming the septic repair permit is the permit to be used for this homeowner's septic project.

Project 32173 VDH Septic Well Assistance Program (SWAP)

This project will provide grant funding to assist VDH approved low-income Middle Peninsula homeowners with costs associated with septic repair/installation, private well installation/abandonment, and connecting to public water and sewer for the purposes of wastewater/water improvements.

- As of May 12, MPPDC staff has received inquiries from 25 Middle Peninsula homeowners in need of well and/or septic repair/replacement assistance. Homeowners are referred to their local health department to begin the intake/application process for SWAP assistance. Qualified homeowner's projects are then submitted to the MPPDC where staff will implement private well installation and abandonment of existing wells, repair and replacement of malfunctioning and failing septic systems and engage contractors to address water quality on behalf of eligible homeowners. *(A new method to streamline the intake/application process is under review)*
- Continue to receive inquiries from Middle Peninsula homeowners looking for septic assistance. These inquiries are referred to their local VDH for SWAP intake/screening, VA DHCD, VHDA, and SERCAP for possible septic repair/replacement assistance and because SWAP is exclusive to repair/replacement, those seeking septic pumpout assistance are screened for the RAFT program.
- Received 2 voicemails from Gloucester County homeowner stating they have septic waste backing up into the house again and need emergency septic repair assistance. This homeowner contacted the MPPDC a year ago requesting emergency pumpout assistance while working with Gloucester County Health Department on a non-permitted pump replacement.
- Received email from Kate Jones, Environmental Health Specialist at Essex County Health Dept requesting an update on her client's SWAP application as they are still out of water and have 2 young children in the home. MPPDC staff forwarded this email to Executive Director, Lewie Lawrence as this homeowner's information had been submitted, along with 2 other incomplete project files, to Three Rivers Chief Operating Officer, Brenden Rivenbark for income verification and qualification in March. Mr. Lawrence emailed the two files in question to Nicole Sandberg, Wastewater Infrastructure Manager, VDH Office of Environmental Health Services, Brenden Rivenbark and Kate Jones stating MPPDC has NOT received what is needed from the local health department to proceed with assisting the homeowners in question nor has anything been received from VDH in Richmond for the 6 projects they contracted MPPDC to put out to bid. Mr. Lawrence also brought to their attention homeowners are reporting being turned away by local health departments because SWAP funding is no longer available, and some local staff are reportedly advising against applying for it. Mr. Lawrence asked them to ensure this wasn't occurring by confusing the Local Partners SWAP program (Middle Peninsula) with the Direct to Partners (D2P) SWAP program (Richmond). A press release for the Local Partners SWAP program went out to the local media in mid-March and Mr. Lawrence requested the number of applicants currently in the process of being qualified at the local level.
- Received email response from Three Rivers Health District, Environmental Health Manager, David Fridley to Kate Jones, Essex County Health Dept clarifying that all SWAP applications must be income verified/qualified before being submitted to MPPDC.
- Received email from Kate Jones, Essex County Health Dept stating she will obtain the homeowner's income, review their application and if qualified, mark as such and resubmit to MPPDC.

- Received email from Deborah Davis, King & Queen County Health Dept stating their homeowner no longer needs SWAP assistance.
- Received phone call from Allen Farmer, Farmer’s Septic requesting the status of a Mathews County homeowner’s SWAP application. In February, the homeowner applied at their local health department, was approved, design work was completed, and a repair permit was issued. Mr. Farmer reported the homeowner has been following up with their local health department and told their paperwork is still being processed. Mr. Farmer stated he himself has contacted both Lance Gregory, Director of VDH Division of Onsite Sewage and Water Services and Pat Duttry, Environmental Health Supervisor of Three Rivers Health District and was told they are out of SWAP funding.
- MPPDC Executive Director, Lewie Lawrence emailed Brenden Rivenbark, Chief Operating Officer at Three Rivers Health District and requested the SWAP application status of the Mathews County homeowner Mr. Farmer continues to inquire about. Mr. Lawrence also asked if there are any SWAP applications in the Three Rivers Health District’s Middle Peninsula queue, if so, how many, and when can we expect to receive them? Mr. Rivenbark responded stating he has the EHS Supervisor, Pat Duttry looking into the status of the Mathews County homeowner’s SWAP application and there hasn’t been many SWAP inquiries to-date but staff continues to provide program information to potentially eligible clients.
- Received email from Eric Thomas, Environmental Health Specialist at Mathews County Health Department containing Mathews County homeowner’s Petition for VDH Services Form, Construction Permit, OSE/PE Report, System Specs, and Soil Evaluation but did not provide any indication of qualification. At the direction of MPPDC Executive Director, Lewie Lawrence, the email was forwarded to Brenden Rivenbark and David Fridley asking if the submitted paperwork is SWAP related, and if so, where is the income certification and are MPPDC staff supposed to accept the “Petition for VDH Services Form” as SWAP since it isn’t equivalent to the SWAP form?
- Received email from David Fridley, Environmental Health Manager at Three Rivers Health District directing health district staff to utilize the Homeowner Interest Form for further submissions to the MPPDC and asked if MPPDC staff would like VDH staff to complete the attached form for the Mathews County homeowner in question. Responded to email from Three Rivers Health District Environmental Health Manager and for recordkeeping and consistency, requested a complete Owner Interest Form with qualification determination for Mathews County homeowner.
- Submitted 2023 Q1 quarterly report to Amy Pemberton, VDH Regional Grant Coordinator.
- Received Owner Interest Form for Mathews County homeowner via email from Mathews County Three Rivers Health Environmental Health Specialist, Eric Thomas. The attached form was an older version and did not include the income verification box that provides qualification determination prior to submitting a project file to the MPPDC. MPPDC Executive Director, Lewie Lawrence emailed VDH staff Eric Thomas, Pat Duttry, David Fridley, and Brenden Rivenbark explaining the reimbursement risk associated with the MPPDC getting these homeowner’s projects to the finish line without a clear qualification determination by VDH.
- Received corrected Owner Interest form for Mathews County homeowner via email from Mathews County Environmental Health Specialist, Eric Thomas.
- Returned phone call from Nicole Sandberg, Wastewater Infrastructure Manager, VDH Office of Environmental Health Services. Discussed challenges reported to-date. Shortly thereafter, received group email from Nicole Sandberg that included Lance Gregory, Northern Neck PDC staff, and local VDH staff with recommendations to the workflow of the Local Partners SWAP Initiative between Three Rivers Health District and the PDC’s.

Project 32178 VDH Septic Well Assistance Program (SWAP) Direct to Partner Initiative (D2PI)

This project will utilize American Rescue Plan Act Funding (ARPA) through the SWAP Program to expedite the installation and completion of ~5 VDH approved Middle Peninsula low-income homeowner's shovel-ready septic, sewer, and well installation projects for the purposes of wastewater/water improvements.

- As part of the SWAP Direct to Partner Initiative (D2PI), MPPDC has been contracted by the Virginia Department of Health (VDH) to secure competitive vendor contracts for (6) shovel-ready projects and oversee the contractors while they install the systems. MPPDC has received 3 of the 6 shovel-ready septic project files from Nicole Sandberg, Wastewater Infrastructure Manager Division of Onsite Water and Wastewater Services at the Virginia Department of Health Office of Environmental Health Services.
 - 3 shovel-ready projects received (1 Gloucester, 1 Essex, 1 King & Queen)
 - 3 shovel-ready projects pending receipt (2 Essex, 1 King William)
- Received email from Nicole Sandberg, Wastewater Infrastructure Manager, VDH regarding RFA agreement status/strategy and the forthcoming Direct to Partner Initiative. Confusion at the local level had apparently arisen from an email Ms. Sandberg sent on January 12th regarding a meeting the SWAP team had with local health department staff where the PDC's sub award agreement for the new SWAP funding was discussed. During that discussion, health department staff were trying to determine if the PDC's already had a list of interested and potentially eligible homeowners they planned to work with or if the PDC's were going to market the program to develop an applicant pool. The idea was if the PDC's already had a potential "waiting list" of homeowners to be qualified, then eventually that list could be provided to the local health departments.
- Received email from Nicole Sandberg, Wastewater Infrastructure Manager, Richmond VDH to local VDH staff and MPPDC clarifying the MPPDC's role in the SWAP program, the SWAP application documents to be utilized, and the qualifying process to be completed prior to forwarding an application package to MPPDC staff. Currently, there are 6 VDH qualified projects (5 installation, 1 design) being packaged by the VDH SWAP team as part of a Direct Partner Initiative (D2PI). Ms. Sandberg is finalizing the D2PI award documentation and expects the agreement to be issued to MPPDC within the next few weeks. Upon execution, the VDH SWAP team will provide MPPDC a full package of information for each of the 6 qualified projects.
- Received email from Kate Jones, Environmental Health Specialist at Essex County Health Dept requesting an update on her client's SWAP application as they are still out of water and have 2 young children in the home. MPPDC staff forward this email to Executive Director, Lewie Lawrence as this homeowner's information had been submitted, along with 2 other incomplete project files, to Three Rivers Chief Operating Officer, Brenden Rivenbark for income verification and qualification in March. In response to the project status inquiry email from Kate Jones, Mr. Lawrence emailed the two files in question to Nicole Sandberg, Wastewater Infrastructure Manager, VDH Office of Environmental Health Services, Brenden Rivenbark and Kate Jones stating MPPDC has not received what is needed from the local health department to proceed with assisting the particular homeowners in question nor has anything been received from VDH in Richmond for the 6 projects they just contracted MPPDC to put out to bid. Mr. Lawrence also brought to their attention homeowners are reporting being turned away by local health departments because SWAP funding is no longer available, and some local staff are reportedly advising against applying for it. Mr. Lawrence asked them to ensure this isn't occurring by confusing the Local Partners SWAP program (Middle Peninsula) with the Direct to Partners (D2PI) program (Richmond).
- Received email response from Nicole Sandberg, Wastewater Infrastructure Manager, VDH Office of Environmental Health Services stating she wanted to have the contract finalized before submitting the 6 project files to be put out for bid by the MPPDC and promised to have the 6 project files packaged and submitted to the MPPDC as soon as possible.
- Continued conversation with Sands Anderson regarding the appropriate bid process for the Virginia Department of Health SWAP funding.

ECONOMIC DEVELOPMENT

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

Project 30123 – Staff Support to Middle Peninsula Alliance (MPA) FY23

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

- Prepared vouchers, processed A/P, processed deposits (if any), and reconciled bank statements. Prepared monthly financial statements.
- IRS has reinstated MPA's tax exemption.

Project 32177 – EDA Technical Assistance Program

MPPDC will facilitate the maintenance, update, and implementation of the Middle Peninsula Comprehensive Economic Development Strategy (CEDS) utilizing existing regional partnerships and building upon recent and ongoing regional initiatives focusing on fostering economic growth within the region.

- Participated in a conference call sponsored by the US Department of Commerce Economic Development Administration, regarding rolling submittals for resiliency-based projects for qualified localities in the Middle Peninsula eligible for FY 23 disaster funding.
- Met with Coastal Technologies Inc. regarding participation in the FTF program.
- Staff provided Fight the Flood business survey information to Portadam, Inc. Staff are in the process of vetting and approving the business.

Project 301702 – Small Business Revolving Loan Fund

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

- **Funds available – \$146,328**

LOCAL INITIATIVES

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

Project 30184 – Tappahannock Comprehensive Plan & GIS Mapping

Technical assistance for reviewing and updating data in the Town Plan and digitizing with GIS and printing the Town Zoning and Land Use maps.

- Project extended to accommodate Town determination of Intensely Developed Area process. IDA map will be developed once the Town finalizes process.

Project 38023 – FY23 Local & Regional Technical Assistance

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

- MPPDC Deputy Director and Chief Financial Officer attended the National Grants Manager Association annual conference in Washington, DC.

HOUSING

Funding – Housing Loan Program Income

Project 30187 – VHDA Affordable Workforce Housing Development

The three-year project will involve planning, designing, and constructing approximately ten affordable workforce housing units on property owned by the Middle Peninsula Public Access Authority. The project goals involve creating resilient and safe housing for citizens who need to live and work on or near the water. The designs will involve long-range planning for increased flooding and sea-level rise where the units can be readily moved once a site becomes unsafe for continued residential use.

- Updated Work Plan according to recommendations made by Catrina Paige of VHDA. Submitted along with the quarterly financial report.
- CFO audited Balzer expenses to date to ensure spending within budget but could not determine the total amount contracted with Balzer. CFO expressed concern to Executive Director and he reached out to Balzer for clarity.

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

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

- **Funds available – \$45,699**

EMERGENCY SERVICES

Funding – VDEM/FEMA/Homeland Security

Project 31212 – Middle Peninsula All-Hazards Mitigation Plan Update Yr2

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.

- Received annual review updates from Essex, Gloucester, King & Queen, King William, Mathews Middlesex Counties, the Town of West Point, the Upper Mattaponi Tribe, Pamunkey Tribe, and the Rappahannock Tribe. Staff is still working with the towns of Tappahannock and Urbanna to collect the requested information.

LOAN FUNDS FOR SEPTIC AND LIVING SHORELINES

Funding – VRA

Project 30420/30428 – On-Site Technical Guidance Assistance and 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.

- Continued to work with various clients interested in loan financing for septic repair.
- Continued to work with clients who have closed on their loans but are waiting for their project to be complete.
- Provided loan payoff for a septic client who is considering paying off their loan.
- **Remaining uncommitted septic repair funds: \$115,935 in loan funds – \$42,081 in grant funds.**

Project 31500 – Living Shoreline Loan Program

The MPPDC Living Shoreline Incentive Program Loan Fund provides low interest loans to local homeowners to implement living shorelines. These funds will be used for erosion prevention and water quality control and to protect and enhance natural shoreline habitats using strategically placed plants, stone, sand fill and other structural and organic materials.

- Continued to work with clients who have closed on their loans but are waiting for their project to be complete.

- Working with legal regarding living shoreline client who would like to increase their note amount for costs that exceed the project's original estimate.
- **Remaining uncommitted living shoreline funds: \$0**

Project 33001 – Loan Fund Program for Septic and Living Shoreline

During 2022, the MPPDC received a \$3M line of credit for living shoreline and septic repair projects from the VA Resources Authority. The fund provides a single financing program for activities historically covered by the MPPDC's On-Site Technical Guidance and Living Shoreline Incentive Programs.

- Submitted required quarterly Aging Analysis to Spencer Murray at Virginia Resources Authority.
- **Remaining uncommitted funds: \$2,700,825 in loan funds - \$300,000 in grant funds.**

AGENCY ADMINISTRATION

Funding - Indirect cost reimbursements from all PDC projects

MPPDC Administration

Administrative services provided to MPPDC programs. Planned FY23 Indirect Cost rate = 25.25%.

- Prepared vouchers, processed A/P, processed deposits, and reconciled bank statements. Prepared monthly payroll run. Prepared monthly financial statements.
- Prepared final financial reports and/or reimbursement requests for all projects requiring them.
- Updated quarterly staff allocations.
- Reminded staff to complete timesheets and update award/grant Master File.
- Replenished office and kitchen supplies.
- Completed and filed quarter reports for Federal tax, State tax, and Unemployment Insurance.
- Began FY24 agency budget preparation.
- Received a response to our request for a 4076C Governmental Information Letter which identifies MPPDC as a tax-exempt agency from the IRS. The letter states that the IRS "records don't specify (our) federal tax status" and suggests we may "request a letter ruling". There is a fee associated with obtaining a letter ruling.
- Completed and certified TLC Datasheets for the new health insurance plan year.
- Submitted Group Adjustment form to TLC to terminate PJ LeBel's health insurance as of May 31, 2023.
- CFO attended Virginia Government Finance Officer's Spring Conference May 3-5, 2023, in Virginia Beach.
- CFO attended a virtual meeting with Daniel Cohen of Oracle NetSuite for Government to discuss their software to explore if it fits our need for a cradle-to-grave grant tracking ERP that can work with our GMS financial software. A demonstration has been scheduled for next month.
- Replaced Executive Director's mobile phone due to the current one overheating. Ordered CFO a mobile phone to ensure that agency business is conducted on an agency device.
- CFO met with Executive Director and Deputy Director to discuss FY23 Q4 Staff Allocations.
- Submitted signed Coverage Intent Form for FY24 to Sara Reed-Williams at VAcorp with an increased automotive deductible of \$500.

Closed Projects

Project 30122 – Staff Support to Middle Peninsula Alliance (MPA) FY22

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

Project 30188 – VTC Water Trails Marketing

Consociate Media will produce blog and social media posts to drive traffic and activity to the Middle Peninsula page of the Virginia Water Trails website (www.Virginiawatertrails.org) to increase outdoor recreation and tourism for the Middle Peninsula.

Project 30218 – Commuter Assistance Program (CAP) Operating FY22

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.

Project 30319 – Rural Transportation Planning FY22

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.

Project 32151 – NFWF Landowners Living Shorelines & Shoreline Management – Ware River Yr2

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.

Project 32161 – Virginia Coastal TA FY22

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 32162 – DEQ Chesapeake Bay WIP Technical Assistance (Yr3)

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 32165 – DEQ CZM ANPDC Ecotourism V

This project will build on the efforts completed between 2020-2021. During this project, PDC's will focus on implementing actions identified in the 36-month Marketing Strategy and Action Plan. PDC's will also focus on Public Access Site Resiliency for public access locations within the region, including assessments, implementation strategies, and signage.

Project 32168 – Septic Pumpout Program

This project will provide grants to 32 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.

Project 38022 – FY22 Local & Regional Technical Assistance

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

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 Master Plan 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+)

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)

Virginia Shoreline Working Group: The Virginia Coastal Zone Management Program launched the working group in 2022 to focus in on complex regulatory and legal matters pertaining to shoreline management and to help advance shoreline protection and habitat restoration projects that can compete for federal funding.

Virginia Bay Enhancement Working Group (BEWG): The Northam Administration and VMRC launched BEWG in 2020 as result of administration policy of no future overboard discharge of dredged material. The group is tasked with identifying beneficial reuse opportunities for the 1 Million cubic yards of material that is dredged every 3-5 years from the York Spit Navigation Channel which is the primary shipping channel for the Baltimore Harbor in the southern section of the middle of the Chesapeake Bay. MPPDC staff were requested to serve to evaluate alternatives from around the Bay and including the Middle Peninsula.

Government Finance Officers Association (GFOA): The Government Finance Officers Association (GFOA), founded in 1906, represents public finance officials throughout the United States and Canada. The association's more than 20,000 members are federal, state/provincial, and local finance officials deeply involved in planning, financing, and implementing thousands of governmental operations in each of their jurisdictions. GFOA's mission is to advance excellence in public finance. (MPPDC Staff 9 years)

National Grants Management Association (NGMA): NGMA provides national and international leadership, helping its members achieve success in the grants management community through the advocacy of best practices and the promotion of professional excellence. (MPPDC Staff 2 years)

Opportunities Identified to Implement Commission Priorities
Proposals Status for Grant Applications Submitted During FY2023

Service Center	Project Title and Description	Date Applied	Funding Requested	Status
Transportation	VDOT Rural Transportation Planning Program FY24	Apr. 2023	\$72,500	Submitted
Environmental	NFWF Small Watershed Grant: Ware River Shoreline Construction (Phase 2)	Apr. 2023	\$349,835	Submitted
Environmental	NFWF Coastal Resilience–Fight the Flood Staffing Capacity (Preapplication)	Mar. 2023	\$605,000	Submitted
Environmental	VA Outdoors Foundation Coastal Resilience Mini grants	Mar. 2023	\$10,000	Not Awarded
Environmental	NOAA/VCZMP Coastal Technical Assistance FY24	Mar. 2023	\$129,000	Submitted
Environmental	EPA CBPO Ware River Private Shoreline Construction	Mar. 2023	\$300,000	Not Awarded
Environmental	EPA CBPO MPCBPAA Hog Island Shoreline Construction	Mar. 2023	\$300,000	Not Awarded
Environmental	EPA CBPO New Point Comfort Natural Area Preserve Shoreline Protection	Mar. 2023	\$300,000	Not Awarded
Environmental	Mathews Gwynns Island Onsite Septic Repairs (Mathews Community Foundation)	Mar. 2023	\$10,000	Awarded
Transportation	VDRPT Commuter Assistance Program FY24	Feb. 2023	\$91,474	Awarded
Environmental	VPA ATLP East River Boat Yard Enhancements	Feb. 2023	\$400,000	Not Awarded
Environmental	VPA WMF Davis Creek Dredging	Feb. 2023	\$700,000	Awarded
MPCBPAA	VPA WMF Dredge Material Disposal Master Plan Development & Implementation	Feb. 2023	\$1,095,000	Not Awarded
Community Development	Working Waterfronts Resilience Assessments	Feb. 2023	\$54,841	Submitted
MPCBPAA	Captain Sinclairs ADA Accessibility Plan	Jan. 2023	\$50,000	Submitted
MPCBPAA	VA Water Trails Experiential Upgrades for Website	Jan. 2023	\$50,000	Submitted
Community Development	GOVA West Point Airport Industrial Site Evaluation	Jan. 2023	\$157,800	Awarded
Environmental	DEQ ARPA SLPP Septic Repair	Dec. 2022	\$730,195	Awarded
Environmental	CFPF Round 3 Supplemental - Gloucester Point Landing	Nov. 2022	\$1,276,332	Not Awarded
Environmental	CFPF Round 3 Supplemental - Middlesex Whiting Creek Public Boat Ramp Resilience	Nov. 2022	\$107,692	Awarded
Environmental	CFPF Round 3 Supplemental - Mathews Whites Creek Landing	Nov. 2022	\$160,669	Awarded
Environmental	CFPF Round 3 Supplemental - Mathews East R. Boat Yard	Nov. 2022	\$618,812	Awarded
Environmental	CFPF Round 3 Supplemental - Mathews Davis Creek Dredging	Nov. 2022	\$1,461,615	Awarded
Environmental	CFPF Round 3 Supplemental - PAA Sinclairs Road Elevation and Berm construction	Nov. 2022	\$146,000	Awarded
Environmental	CFPF Round 3 Supplemental - York R. Private Shoreline Construction (2 projects)	Nov. 2022	\$192,880	Awarded
Environmental	CFPF Round 3 Supplemental - Piankatank R. Private Shoreline Construction (1 project)	Nov. 2022	\$76,625	Awarded
Environmental	CFPF Round 3 Supplemental - Chesapeake Bayfront Private Shoreline Construction (1 project)	Nov. 2022	\$65,281	Not Awarded
Environmental	CFPF Round 3 Supplemental - Mobjack Bay Private Shoreline Construction (4 projects)	Nov. 2022	\$519,843	Awarded
Environmental	NSF MARTHA VA Sea Grant Resilience Monitoring	Nov. 2022	\$120,000	Submitted
Environmental	NOAA/VCZMP Hog Island 306A Shoreline Protection Construction	Nov. 2022	\$432,230	Awarded
Environmental	DEQ Chesapeake Bay WIP Technical Assistance 2023	Oct. 2022	\$72,500	Awarded
Environmental	NOAA Underserved Communities – Fight the Flood Staffing & Capacity	Oct. 2022	\$500,000	Not Awarded
Environmental	RAFT Dupont Mini grant - Septic Pumpouts for LMI Citizens	Sep. 2022	\$25,000	Awarded
Environmental	RAFT Dupont Micro grant - Fight the Flood video tutorials	Sep. 2022	\$5,000	Not Awarded
Environmental	FEMA BRIC Fight the Flood Analysis & Project Identification	Sep. 2022	\$300,000	Submitted
Haz. Mitigation	FEMA FMA Powers House Elevation	Sep. 2022	\$200,000	Awarded
Environmental	NOAA Mobjack Bay Habitat Restoration Projects Study	Aug. 2022	\$10,000	Not Awarded
MPCBPAA	DHCD Industrial Revitalization Fund Capt. Sinclairs Improvements	Aug. 2022	\$946,000	Not Awarded
Environmental	NOAA CBNERRS Fight the Flood Videos & Technical Assistance	Aug. 2022	\$50,000	Awarded
Transportation	Smart Scale Round 5 – Rt. 17 Woods Cross Roads Intersection Improvements	Jul. 2022	\$4,037,924	Recommended for Award
Transportation	Smart Scale Round 5 – Rt. 17 Glenns Intersection Improvements	Jul. 2022	\$5,240,929	Not Recommended

Opportunities Identified to Implement Commission Priorities
Proposals Status for Grant Applications Submitted During FY2023

Service Center	Project Title and Description	Date Applied	Funding Requested	Status
				for Award
Haz. Mitigation	FEMA Demo/Reconstruction Ware River	Jul. 2022	\$298,860	Awarded
MPCBPAA	NOAA IJJA West Point Airport Acquisition Letter of Intent	Jul. 2022	\$579,000	Not Awarded
MPCBPAA	NOAA IJJA Hog Island Letter of Intent	Jul. 2022	\$905,000	Not Awarded
MPCBPAA	NOAA IJJA Captain Sinclairs Addition Design Letter of Intent	Jul. 2022	\$213,000	Not Awarded
MPCBPAA	NOAA IJJA Tappahannock Acquisition Letter of Intent	Jul. 2022	\$520,100	Not Awarded
FY 2023 Awarded Total (July 2022 – April 2023)			\$10,090,119 (21 awards)	
FY 2023 Requested Total (July 2022 – April 2023)			\$25,038,053 (46 proposals submitted)	
FY 2023 Funding Request Remaining Award Potential Total			\$1,731,176 (10 proposals awaiting award decision)	

ACRONYMS

ACH	Automated Clearing House	PAA	Public Access Authority
AFID	Agricultural and Forestry Industries Development	RBOG	Rural Business Opportunity Grant
AHMP	All Hazards Mitigation Plan	RFP	Request for Proposal
BCC	Building Collaborative Communities Project	RFQ	Request for Qualifications
BOS	Board of Supervisors	RLF	Revolving Loan Fund
CBPA	Chesapeake Bay Preservation Area	RTP	Rural Transportation Planning
CDBG	Community Development Block Grant	SERCAP	Southeast Rural Community Assistance Project
CEDS	Comprehensive Economic Development Strategy	SHSG	State Homeland Security Grant
CIP	Capital Improvement Plan	SWCD	Soil and Water Conservation District
COI	Conflict of Interest	SWM	Storm Water Management
CZMP	Coastal Zone Management Program	SWRP	State Water Resource Plan
DEQ	Department of Environmental Quality	THIRA	Threat & Hazard Identification & Risk Assessment
DCR	Department of Conservation & Recreation	TMDL	Total Maximum Daily Loads
DGIF	Department of Game and Inland Fisheries	USACE	U.S. Army Corps of Engineers
DHR	Department of Historic Resources	USDA	U.S. Department of Agriculture
DHCD	Department of Housing and Community Development	USFWS	U.S. Fish and Wildlife Service
DMME	Department of Mines Minerals and Energy	VACORP	Virginia Association of Counties Risk Pool
DOE	Department of Energy	VAPA	Virginia Planning Association
DRPT	Department of Rail and Public Transportation	VAPDC	Virginia Association of Planning District Commissions
EDA	Economic Development Administration	VASG	Virginia Sea Grant
EDO	Economic Development Organization	VCP	Virginia Coastal Program
EECBG	Energy Efficiency and Conservation Block Grant	VCRMP	Virginia Coastal Resilience Master Plan
EOC	Emergency Operation Center	VCWRLF	Virginia Clean Water Revolving Loan Fund
EPA	Environmental Protection Agency	VCZMP	Virginia Coastal Zone Management Program
FEMA	Federal Emergency Management Agency	VDEM	Virginia Department of Emergency Management
Fracking	Hydraulic Fracturing	VDH	Virginia Department of Health
GIS	Geographic Information System	VDOT	Virginia Department of Transportation
HRPDC	Hampton Roads Planning District Commission	VEE	Virginia Environmental Endowment
LGA	Local Government Administrators	VIMS	Virginia Institute of Marine Science
LPT	Local Planning Team	VLCF	Virginia Land Conservation Fund
LSIP	Living Shoreline Incentive Program	VMRC	Virginia Marine Resource Commission
MOU	Memorandum of Understanding	VOAD	Volunteer Organization Active in Disasters
MPA	Middle Peninsula Alliance	VOP	Virginia Outdoors Plan
MPBA	Middle Peninsula Broadband Authority	VRA	Virginia Resources Authority
MPCBPAA	Middle Peninsula Chesapeake Bay Public Access Authority	VSMP	Virginia Stormwater Management Program
MPEDRO	Middle Peninsula Economic Development and Resource Organization	VTA	Virginia Tourism Association
NIMS	National Incident Management System	VTC	Virginia Tourism Corporation
NFWF	National Fish and Wildlife Foundation	VWP	Virginia Water Protection
NOAA	National Oceanic and Atmospheric Administration	VWWR	Virginia Water Withdrawal Reporting
NPS	National Park Services	WIP	Watershed Implementation Plan
OCVA	Oyster Company of Virginia	WQIF	Water Quality Improvement Fund
OLGA	Online Grant Administration		

From: Steele, Carol <csteele@gloucesterva.info>

Sent: Tuesday, May 16, 2023 9:43 AM

To: Board of Supervisors <BOS@gloucesterva.info>; JJ Orth Work <jjorth@vims.edu>

Cc: Lewis Lawrence <llawrence@mppdc.com>; Thomas, Daniel K. <dthomas@gloucesterva.info>; Bains, George <gbains@gloucesterva.info>; Wright, Steven R. <swright@gloucesterva.info>

Subject: Reassessment Meeting

Board Members,

Dan Thomas and I attended a meeting last week at the PDC to discuss possibilities and options for conducting assessment through a regional approach. The other Middle Peninsula localities contract out for all services, including new construction, and they would like to have people more familiar with the area involved in the assessments. Essex was not represented at the meeting, but the other 5 counties had County Administrator and/or Commissioner of Revenues present. We discussed several ways that regional cooperation could work depending upon the needs of each locality. As a first step to better understand existing data, Dan agreed to visit each locality and review what they have and learn more about their needs.

A large portion of the discussion dealt with the value of quality aerial photography like we have with Pictometry (now Eagle Vision). The aerials reduce the amount of time in the field and can be used to verify structures, sizes and when flown at the lower level, even the conditions of materials. I agreed to contact Eagle View to find out more about a group purchase to try and keep cost down to a low as possible. I had a meeting with the Virginia rep yesterday and found out that Essex recently had a demonstration and was given a quote. The sales rep is going to work up another quote that considers the other localities purchasing the imagery in a group for the best pricing. When localities agree to share information, we can access their images which bleed over into Gloucester. If their pictures are more recent than ours, that could be very helpful.

I've copied Lewie Lawrence on this because this will be a topic at the next PDC meeting. I'll check in with Mr. Chriscoe to see if he needs any additional information prior to the meeting. Eagle View is happy to come to the following PDC meeting or a special meeting to present to the elected officials and staff about their product. Whether the other localities continue to contract for services, hire someone on their own, or there is a regional aspect to the process, the aerial imagery will be very helpful. In Fauquier County, they were able to deduct the purchase price of Pictometry from their assessment vendor's contract because it reduced their workload so dramatically. The software is very valuable for numerous other County offices including Building, Zoning, Planning, Economic Development and more. I am very pleased that we made the decision to purchase the program years ago. It has more than paid for itself.

Once Dan meets with the other localities and they have made their decision about Pictometry, I anticipate that we will have another regional meeting to discuss the value of a regional effort. I'll keep you posted on the progress and if we are ready to approach the Board with any requests or to share additional information. Mr. Chriscoe will also be able to update you on news from the PDC and their discussion.

Please let me know if you have any questions.

Thanks,

Carol

Carol Steele

County Administrator

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RESOLUTION 23-07

AUTHORIZING WATERWAY MAINTENANCE GRANT FUNDING (FY24) TOTALING AN ESTIMATED \$4,000,000 TO THE COUNTY OF MATHEWS AND THE COUNTY OF NORTHAMPTON

WHEREAS, in May 2018, the Virginia General Assembly established the Virginia Waterway Maintenance Grant Program, to be administered by the Virginia Port Authority (the "Authority"), in order to support shallow draft dredging projects throughout the Commonwealth; and

WHEREAS, the Board of Commissioners of the Authority adopted a Policy on Grants to Local Governments for Financial Assistance for Dredging Activities ("Virginia Waterway Maintenance Grant Program") on July 24, 2018; and

WHEREAS, in accordance with the Virginia Waterway Maintenance Grant Policy, the following entities have applied for grants for the purposes indicated:

County of Mathews, up to \$600,000 for dredging activities associated with Davis Creek;

County of Northampton, up to \$1,250,000 for dredging activities associated with Kings Creek and up to \$2,150,000 for dredging activities associated with Nassawadox Creek.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Virginia Port Authority that:

1. Grants will be made in the individual amounts and for the purposes indicated above.
2. Funds will be made available following the approval of certified requisitions which are accompanied by supporting documentation provided to the Authority as provided for in the Waterway Maintenance Fund Grant Policy.
3. The grantees are required to return any unused funds from these grants to the Authority.

BE IT FURTHER RESOLVED, that:

The County of Northampton will transfer up to \$11,060, which was previously awarded in Fiscal Year 2021 for the Hungars Creek project, to pre-planning activities associated with Red Bank Creek.


The County of Northampton will transfer up to \$9,314.07, which was previously awarded in Fiscal Year 2021 for the Hungars Creek project, to the dredging activities associated with Kings Creek.

PASSED AND ADOPTED this 9th day of May, 2023.



Aubrey L. Layne, Board Chair

Attest:



Jodie L. Asbell, Assistant Secretary

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RESOLUTION 23-06

AUTHORIZING AID TO LOCAL PORTS FUNDING (FY24) TOTALING AN ESTIMATED \$1,000,000 TO THE TOWN OF CAPE CHARLES, COUNTY OF GLOUCESTER, CITY OF NEWPORT NEWS, COUNTY OF NORTHAMPTON, TOWN OF SAXIS, TOWN OF TANGIER, AND TOWN OF WACHAPREAGUE

WHEREAS, in September 1986, the Virginia General Assembly established the Commonwealth Port Fund in order to support port capital needs of all ocean, river or tributary ports within the Commonwealth; and

WHEREAS, the Board of Commissioners (the "Board") of the Virginia Port Authority (the "Authority") found it necessary and in the public interest, pursuant to its statutory responsibility, to establish a policy governing disbursement of a portion of the Commonwealth Port Fund to local governmental entities in order to foster and stimulate the flow of commerce through the ports of Virginia, such policy ("Aid to Local Ports Policy") being adopted on July 28, 1987, and last amended on November 18, 2014; and

WHEREAS, in accordance with the Aid to Local Ports Policy, the following entities have applied for grants for the purposes indicated:

Town of Cape Charles, up to \$228,687 for a bulkhead renovation at the Inner Harbor;

County of Gloucester, up to \$221,788 for shoreline stabilization, pier replacement, and bulkhead replacement at Aberdeen Creek;

City of Newport News, up to \$320,558 for floating docks and mooring improvements at Menchville Marina;

County of Northampton, up to \$45,000 for upgrades to sanitary facilities at Oyster Marina and up to \$27,247 for the replacement of a fixed boat dock at Morley's Wharf Harbor;

Town of Saxis, up to \$52,770 for repairs to the jetty at the Town's harbor;

Town of Tangier, up to \$52,500 for replacement of the bulkhead at the Town's harbor;

Town of Wachapreague, up to \$51,450 for various improvements to the Town marina.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Virginia Port Authority that:

1. Grants will be made up to the individual amounts and for the purposes indicated above.
2. Funds will be made available following the approval of certified requisitions which are accompanied by supporting documentation provided to the Authority as provided for in the Aid to Local Ports Policy.
3. The grantees are required to return any unused funds from these grants to the Authority.
4. If, by June 30, 2023, the grants authorized herein have not been fully drawn upon, or the contracts covering the improvements for which the grants were made have not been entered into, the grants will lapse and will not be carried over to the next fiscal year.

BE IT FURTHER RESOLVED, that:

The County of Accomack, may carryover until June 30, 2024, its previous balance of \$375,000 for Greenbackville Harbor and \$143,460 for Quinby Harbor.

The Town of Chincoteague may carryover until June 30, 2024; its previous balance estimated to be \$103,509.25.

The County of Gloucester may carryover until June 30, 2024, its previous balance estimated to be \$112,000.

The City of Hampton may carryover until June 30, 2024, its previous balance estimated to be \$50,000.

The City of Newport News may carryover until June 30, 2024, its previous balance estimated to be \$154,410.87.

The County of Northampton may carryover until June 30, 2024, its previous balance estimated to be \$24,891.

The Town of Onancock may carryover until June 30, 2024, its previous balance estimated to be \$52,459.72.

BE IT FINALLY RESOLVED, that:

The town of Saxis will reapportion \$108,945 from the fiscal year 2020 bulkhead project to final repairs to the town jetty as previously outlined in Resolution 20-18.

PASSED AND ADOPTED this 9th day of May, 2023.



Aubrey L. Layne, Board Chair

Attest:



Jodie L. Asbell, Assistant Secretary