



COMMISSIONERS

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

Town of Tappahannock  
*Hon. Roy M. Gladding*

Gloucester County  
*Hon. Ashley C. Chriscoe*  
*(Vice-Chairman)*  
*Dr. William G. Reay*  
*Hon. Michael R.*  
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King and Queen County  
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*Swartzwelder*  
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King William County  
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*Hon. Kathy H. Swinehart*

Town of Urbanna  
*Hon. Diane Gravatt*  
*Ms. Holly Gailey*

Secretary/Director  
*Mr. Lewis L. Lawrence*

**MEMORANDUM**

**TO: MPPDC Board of Commissioners**  
**FROM: Lewis Lawrence, Executive Director**   
**DATE: October 17, 2019**  
**RE: October Commission Meeting**

The Middle Peninsula Planning District Commission will host its monthly meeting on Wednesday, October 23, 2019 at 7:00 p.m. in the Regional Board Room at the Middle Peninsula Planning District Commission office in Saluda.

Enclosed are the October 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](mailto:LLawrence@mppdc.com).

I look forward to seeing you on **October 23<sup>rd</sup>**!

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

**7:00 P.M.**

**Wednesday, October 23, 2019**

**125 Bowden Street**

**Saluda VA 23149**

- I. Welcome and Introductions
- II. Approval of September Minutes
- III. Approval of September Financial Reports
- IV. Executive Director's Report on Staff Activities for the Month of October
- V. MPCBPAA Update
- VI. MPA Update
- VII. MPPDC Public Relations/Communications Update
- VIII. Public Comment

**AGENDA ITEMS FOR DISCUSSION**

- IX. Ann Phillips, Special Assistant to the Governor – *the PDCs' role in the Virginia Coastal Resilience Master Plan*
  - Update on the development of the master plan
- X. Eric Letsinger, Quantified Ventures – *the use of environmental impact bonds for resilience measures*
  - How have environmental impact bonds been used in rural communities?
  - Why would localities look towards environmental impact bonds over a traditional “penny on the levy” to generate revenue?
  - What type of rural coastal problems has bond funding or can the bond funding be used for? (In rural areas, localities own very little public land and the roads are owned by VDOT.) What can they be used for that specifically relates to the protection of the public health, safety, and welfare of rural citizens?

- XI. Lisa Schroeer, Standard & Poor's – *the credit rating process, and risks and opportunities for localities as they attempt to address climate change impacts*
- How is a locality's bond rating impacted by climate change in a rural coastal area?
  - What type of financing would a locality access that would cause their bond rating to change?
- XII. Evan Glassman, New Paradigm Underwriters – *parametric insurance and how it can be used by communities for a variety of resilience projects*
- What or how can parametric insurance be used when most local governments self-insure? Would this be insurance against self-insurance failure?
  - What other types of uses could parametric insurance be used for, such as living shorelines and engineered septic
- XIII. Other Business
- XIV. Adjournment

# MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

September 25, 2019

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, September 25, 2019, at 7:00 p.m. MPPDC Chairman Swartzwelder welcomed everyone in attendance.

### **Commissioners Present**

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

King William County: Eugene Rivara

King and Queen County: Tom Swartzwelder

Gloucester County: Ashley Chriscoe, Michael Winebarger

Mathews County: G.C. Morrow, Mike Rowe, Tim Hill

Middlesex County: Wayne Jessie, Kathy Swinehart, Gordon White

Town of Urbanna: Diane Gravatt

Town of West Point: James Pruett

### **Commissioners Absent**

Essex County: John Magruder

King William County: Travis Moskalski, David Hansen

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

Gloucester County: Dr. Willy Reay

Mathews County: Mindy Conner

Middlesex County: Matt Walker

Town of Tappahannock: Monte “Roy” Gladding

Town of Urbanna: Holly Gailey

### **Also in Attendance**

Lewis Lawrence, MPPDC Executive Director

Beth Johnson, MPPDC Finance Director

Dawn Mantell, MPPDC Secretary

Jessica Roy, MPPDC Emergency Management Planner

Guests

## **II. Approval of July Minutes**

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

## **III. Approval of July and August Financial Reports**

Chairman Swartzwelder asked whether there were any questions regarding the July and August financial reports before being approved subject to audit. There being no questions, Chairman Swartzwelder requested a motion to approve the July and August financial reports subject to audit. Mr. Chriscoe moved to approve the

July and August financial reports subject to audit. Mr. Winebarger seconded the motion; motion carried. Beth Johnson, MPPDC Finance Director announced the hiring of a new Finance Director to begin work mid-October. Mrs. Johnson will be retiring at the end of December.

**IV. Executive Director's Report on Staff Activities for the Months of August and September**

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

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

- Consulted with Andy Lacatell, The Nature Conservancy regarding a site visit meeting with a team from New Zealand interested in learning about Virginia Coastal Zone Management. Agreed to host a meeting in September with the New Zealand team to discuss land conservation management and coastal planning. MPPDC Executive Director, Lewie Lawrence stated the New Zealand team, comprised of elected officials, arrived September 9<sup>th</sup> and spent 2 days touring the Dragon and State Forest sites.
- Consulted with Jutta Schneider, Director of the Water Planning Division of Virginia Department of Environmental Quality regarding challenges of addressing flood control within the Chesapeake Bay Preservation Act resource protection area. Coordinated for a meeting in October to visit various Middle Peninsula sites that routinely and recurrently flood. MPPDC Executive Director, Lewie Lawrence stated Virginia DEQ has agreed to bring a Senior Management Team in October to view problem areas in the Middle Peninsula.
- Met with James Windsor and Greg Davis of Kaufman and Canoles who have offered to develop bylaws for local consideration of the member localities to stand up the Rural Coastal Virginia Community Enhancement Authority.
- Consulted with Marc Longest, Environmental Planner and David Kretz, Planning Director of Middlesex County regarding the Deltaville Multimodal Transportation Project regarding the TA Grant application process and deadline. Additionally, they wanted to make sure that the plan for the project included the second part of the plan that included the addition of a shared lane in Deltaville. Finally, David Kretz requested that he be sent a copy of what has been submitted for the TA Grant to have the application on file at the Middlesex County Planning Department. MPPDC Executive Director, Lewie Lawrence stated he attended a public meeting on September 19<sup>th</sup> at the Deltaville Maritime Museum. Middlesex County has applied for a \$1.2M grant to design a multi-use path to connect marinas located along Route 33 with Deltaville and the Deltaville Maritime Museum.

Commissioners were encouraged to contact Mr. Lawrence with any questions regarding the staff activities reported for the months of August and September.

**V. MPCBPAA Update**

None.

**VI. MPA Update**

Ashley Chriscoe, MPA Vice-Chairman stated the Middle Peninsula Alliance (MPA) Board has not met since the last report in July. MPA Officers will meet tomorrow night, September 26<sup>th</sup> in the MPPDC Boardroom. On October 4<sup>th</sup> the Middle Peninsula Alliance, in cooperation with the Virginia Bankers Association, is hosting a “Breakfast with Bankers” event in West Point to introduce the MPA to area banking leaders and discuss its economic development strategies for the Middle Peninsula. The MPA Chairman, Vice Chairman and Principal Officer along with Del. Keith Hodges will all be in attendance. The next MPA Board meeting is scheduled for October 9<sup>th</sup>.

**VII. MPPDC Public Relations/Communications Update**

Stephanie Heintz, Consociate Media introduced a new website <https://www.beyondthewatershed.com> which is set to launch on September 30<sup>th</sup>. This website was designed as one of the deliverables of the WIP III to “Fight the Flood” and will assist in telling the story of what is happening in the Middle Peninsula.

**VIII. Public Comment**

None.

**IX. Commuter Survey Results, Stephanie Heintz Consociate Media**

Stephanie Heintz, Consociate Media on behalf of the MPPDC, conducted a Commuter Survey of the Middle Peninsula in an effort to develop a marketing plan for the Middle Peninsula Rideshare Program. Ms. Heintz provided the Commission with a handout and PowerPoint presentation of the survey results and suggested marketing actions. In order to achieve a 95% confidence rate with a 5% margin of error, the survey aimed to get responses from 380 commuters through a blend of high-tech and high-touch survey tactics. This survey achieved a total of 404 survey responses. To most effectively determine the best way to market to commuters on the Middle Peninsula, the survey was designed, and goals developed, to collect a wide range of information including emails. The responses were analyzed by Consociate Media staff and suggested marketing actions were provided to the MPPDC TDM program staff regarding the most appropriate and effective use of promotion dollars for the remainder of FY20 and to aid in development of an FY21 program application to DRPT.

The survey revealed 56.57% of the respondents commute to work between 6 and 8

a.m. and 60.45% commute home between 4 and 6 p.m.; 40.55% commute via Route 17 Coleman Bridge; 93.28% drive alone; 45.77% commute 20-50 miles to get to work while 20.15% drive 50-100 miles; 62.69% believe they spend less than \$50 on commuting costs in a typical week; 34.55% would be willing to take a 5% cut on their salary for a job closer to home; and 51.70% of single riders would be open to carpooling to work, 58.22% would be willing to telecommute from home and another 20.63% would consider working in a local/regional telework center if high quality speed and professional, secure space was provided at a no to low cost.

**X. Debris Management Plan Presentation, Jessica Roy, MPPDC Emergency Management Planner**

Jessica Roy, MPPDC Emergency Management Planner explained how a debris management plan (DMP) solves the issue of how counties manage/remove debris after an event in a quick, efficient, organized and cost-effective manner by identifying debris management sites (DMSs) and delineating roles/responsibilities of county personnel. A PowerPoint presentation was provided and topics reviewed were: Components of a Debris Management Plan; Types of Incidents & Assumptions; Debris Collection and Removal; Debris Removal from Private Property; Study Findings Planning Gaps; What each locality has done to identify DMSs; General Criteria of Temporary DMSs and Disposal Locations; and Alternative Procedures Pilot Program for Debris Removal. Over the last several months, Ms. Roy has been working with local Emergency Managers in devising a current Debris Management Plan. Upon consultation with VPPSA to determine the responsible parties for identifying DMSs, it was discovered that localities have not identified DMSs as required under the active VPPSA-member localities agreement. As such, locality staff are working towards identifying potential DMSs in their own jurisdictions and to secure agreements for site usage. VPPSA and their contractors can offer assistance upon locality request. Ms. Roy concluded her presentation by explaining the Alternative Procedures for debris removal and pointed out that the one-time 2% increased cost-share incentive from FEMA has been placed on hold. Until FEMA re-authorizes, these options will not be available to all localities (in general).

**XI. General Legislative Discussion**

Lewie Lawrence, MPPDC Executive Director requested Commissioners with legislative ideas provide the same to him and he will pass them on to Del. Keith Hodges for consideration as he begins to determine what legislation to introduce in the 2021 GA Session.

**XII. Other Business**

A discussion was held concerning the Virginia Department of Health's Safe, Adequate and Proper Evaluations (GMP #2017-03). This policy establishes the procedure for processing a building official request for safe, adequate, and proper determination pursuant to Va. Code § 32.1-165.



A lengthy discussion on the proliferation of Solar across Rural Coastal Virginia was held in parallel with Gov. Northam's recent announcement to dramatically increase Solar operations. The expansion will most likely occur in Rural Coastal areas. The Commission agreed for the MPPDC Chairman and the Executive Director to explore the development of an economic development strategy that can work within the Middle Peninsula.

**XIII. Adjournment**

Chairman Swartzwelder requested a motion to adjourn. Mr. Winebarger so moved, Mr. Morrow 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.*

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(Secretary)

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## Project Financial Report

Middle Peninsula Planning District Commission  
 Period Ending: 09/30/2019

Run Date: 10/08/2019  
 Run Time: 4:14:51 pm  
 Page 1 of 1

### Expenditures

| Code           | Description                       | Budget              | Curr Month        | Project Total     | Un/Over           | % Budget      | Revenues          | Balance            |
|----------------|-----------------------------------|---------------------|-------------------|-------------------|-------------------|---------------|-------------------|--------------------|
| 30013          | EE&CBG Project                    | 4,565.00            | 24.56             | 4,855.54          | (290.54)          | 106.36%       | 4,976.07          | 120.53             |
| 30111          | Blue/Green Infrastructure PDC f   | 0.00                | 0.00              | 0.00              | 0.00              | 0.00%         | 0.01              | 0.01               |
| 30115          | VHDA Community Impact Grant       | 30,000.00           | 0.00              | 34,882.62         | (4,882.62)        | 116.28%       | 34,882.38         | (0.24)             |
| 30117          | Urbanna Comp Plan Update          | 6,250.00            | 1,264.00          | 1,264.00          | 4,986.00          | 20.22%        | 6,000.00          | 4,736.00           |
| 30118          | MPA Staff Support                 | 27,574.89           | 1,371.35          | 4,090.13          | 23,484.76         | 14.83%        | 0.00              | (4,090.13)         |
| 30170          | MPBDP Staff Support               | 22,374.22           | 53.60             | 22,726.85         | (352.63)          | 101.58%       | 25,362.63         | 2,635.78           |
| 30215          | TDM Marketieng                    | 24,844.00           | 3,482.35          | 18,078.43         | 6,765.57          | 72.77%        | 13,465.52         | (4,612.91)         |
| 30216          | FY20 TDM Operating                | 84,807.00           | 2,217.73          | 10,971.51         | 73,835.49         | 12.94%        | 0.00              | (10,971.51)        |
| 30317          | FY20 Rural Transportation Planr   | 72,391.00           | 4,309.55          | 16,319.55         | 56,071.45         | 22.54%        | 0.00              | (16,319.55)        |
| 30420          | Onsite Loan Management            | 179,713.02          | 392.28            | 162,677.01        | 17,036.01         | 90.52%        | 195,279.18        | 32,602.17          |
| 30428          | WQIF 2016, \$183500 RLF match     | 216,500.00          | 93.16             | 185,261.48        | 31,238.52         | 85.57%        | 157,262.33        | (27,999.15)        |
| 30450          | Septic Pumpout                    | 21,804.00           | 717.74            | 2,594.07          | 19,209.93         | 11.90%        | 154.08            | (2,439.99)         |
| 30502          | Water Supply Planning             | 0.00                | 0.00              | 0.01              | (0.01)            | 0.00%         | 0.00              | (0.01)             |
| 31002          | GA Lobby FY09                     | 71,787.50           | 0.00              | 46,478.84         | 25,308.66         | 64.75%        | 69,731.75         | 23,252.91          |
| 31208          | MP/NN Regional Debris Manage      | 43,000.00           | 527.39            | 43,441.37         | (441.37)          | 101.03%       | 31,128.78         | (12,312.59)        |
| 31209          | Re-entry Plan                     | 44,050.00           | 2,632.41          | 24,112.59         | 19,937.41         | 54.74%        | 11,047.10         | (13,065.49)        |
| 31210          | Emergency Mgmt FY19-FY20          | 49,500.00           | 3,840.76          | 32,476.30         | 17,023.70         | 65.61%        | 19,885.01         | (12,591.29)        |
| 31500          | Living Shoreline Incentive Progr: | 26,196.92           | 285.28            | 15,810.21         | 10,386.71         | 60.35%        | 29,873.07         | 14,062.86          |
| 32015          | PAA Staff Support                 | 12,200.00           | (992.59)          | 3,969.70          | 8,230.30          | 32.54%        | 4,200.00          | 230.30             |
| 32017          | NAWCA PAA project                 | 75,000.00           | 3,837.58          | 75,262.57         | (262.57)          | 100.35%       | 75,000.00         | (262.57)           |
| 32144          | Coastal TA FY19                   | 69,000.00           | 11,579.53         | 71,432.68         | (2,432.68)        | 103.53%       | 48,362.65         | (23,070.03)        |
| 32145          | CZM Dredging                      | 50,000.00           | 34,289.89         | 50,971.74         | (971.74)          | 101.94%       | 15,332.47         | (35,639.27)        |
| 32146          | ANPDC EcoTourism II               | 48,263.00           | 9,077.58          | 52,095.12         | (3,832.12)        | 107.94%       | 35,175.13         | (16,919.99)        |
| 32147          | ANPDC Rural Enhancement Autl      | 5,000.00            | 3.42              | 4,985.10          | 14.90             | 99.70%        | 4,161.32          | (823.78)           |
| 32148          | NNPDC WWF Video                   | 5,000.00            | (64.78)           | 5,265.41          | (265.41)          | 105.31%       | 4,237.13          | (1,028.28)         |
| 32149          | WIP III Update                    | 21,500.00           | 13,275.92         | 22,219.34         | (719.34)          | 103.35%       | 7,561.62          | (14,657.72)        |
| 32150          | CZM Extraction Fee Study          | 15,000.00           | 1,257.17          | 12,118.86         | 2,881.14          | 80.79%        | 8,209.07          | (3,909.79)         |
| 32151          | NFWF Landowners Living Shorel     | 199,914.09          | 1,292.08          | 8,788.36          | 191,125.73        | 4.40%         | 4,475.64          | (4,312.72)         |
| 32152          | DCR Fight the Flood               | 56,345.26           | 2,567.49          | 6,053.93          | 50,291.33         | 10.74%        | 0.00              | (6,053.93)         |
| 38020          | Local Projects                    | 221,020.00          | 6,128.71          | 26,089.66         | 194,930.34        | 11.80%        | 138,548.12        | 112,458.46         |
| <b>Totals:</b> |                                   | <b>1,703,599.90</b> | <b>103,464.16</b> | <b>965,292.98</b> | <b>738,306.92</b> | <b>56.66%</b> | <b>944,311.06</b> | <b>(20,981.92)</b> |

## Balance Sheet by Category

Middle Peninsula Planning District Commission  
 Period Ending: 09/30/2019  
 Format: 1 Board

Run Date: 10/8/19  
 Run Time: 4:15:30 pm  
 Page 1 of 1

**Assets:**

|                                     |            |
|-------------------------------------|------------|
| Cash in Bank                        | 379,290.27 |
| Cash in Bank, Restricted            | 380,391.95 |
| Receivables                         | 353,308.09 |
| Property & Equipment                | 1,102.17   |
| Prepaid Pension (Deferred Outflows) | 13,015.24  |

|                |                       |
|----------------|-----------------------|
| <b>Assets:</b> | <b>\$1,127,107.72</b> |
|----------------|-----------------------|

**Liabilities:**

|                         |            |
|-------------------------|------------|
| Accounts Payable        | 31,859.14  |
| VRA Loan Payables       | 337,451.33 |
| Payroll Withholdings    | (0.03)     |
| Accrued Leave           | 45,754.63  |
| Deferred Inflows (VRS)  | 157,347.00 |
| Net Pension Liabilities | 22,476.00  |
| Cost Allocation Control | 5,236.92   |

|                     |                     |
|---------------------|---------------------|
| <b>Liabilities:</b> | <b>\$600,124.99</b> |
|---------------------|---------------------|

**Equity:**

|   |             |
|---|-------------|
| Local Initiatives/Information Resources | 134,978.47  |
| Economic Development                    | (438.98)    |
| Transportation Programs                 | (31,903.85) |
| Emergency Management Projects           | (37,968.95) |
| Onsite Repair & Pumpout                 | 2,566.43    |
| Housing                                 | (118.25)    |
| Coastal Community & Environmental       | (92,352.36) |
| Public Access Auth Programs             | (32.14)     |
| Temporarily Restricted                  | 177,307.09  |
| General Fund Balance                    | 374,945.27  |

|                |                     |
|----------------|---------------------|
| <b>Equity:</b> | <b>\$526,982.73</b> |
|----------------|---------------------|

|                                     |                       |
|-------------------------------------|-----------------------|
| <b>Total Liabilities and Equity</b> | <b>\$1,127,107.72</b> |
|-------------------------------------|-----------------------|

|                 |               |
|-----------------|---------------|
| <b>Balance:</b> | <b>\$0.00</b> |
|-----------------|---------------|

## Agencywide R&E by Category

Middle Peninsula Planning District Commission  
 Period Ending: 09/30/2019  
 Format: 1 Agencywide R&E

Run Date: 10/08/2019  
 Run Time: 4:16:03 pm  
 Page 1 of 1

**With Indirect Cost Detail**

| Code & Description           | Budget              | Current             | YTD                | Un/Over           | % Bud          |
|------------------------------|---------------------|---------------------|--------------------|-------------------|----------------|
| <b>Revenues</b>              |                     |                     |                    |                   |                |
| Local Match                  | 0.00                | 0.00                | 634.90             | (634.90)          | 0.00%          |
| Local Annual Dues            | 135,099.00          | 0.00                | 135,099.00         | 0.00              | 100.00%        |
| Local Other Revenues         | 40,446.00           | 0.00                | 33,132.00          | 7,314.00          | 81.92%         |
| Local Other Organizations    | 21,044.00           | 0.00                | 0.00               | 21,044.00         | 0.00%          |
| State Revenues               | 441,863.00          | 0.00                | (634.90)           | 442,497.90        | (0.14)%        |
| Federal Revenues             | 526,216.00          | 0.00                | 18,805.68          | 507,410.32        | 3.57%          |
| Miscellaneous Income         | 13,000.00           | 1,428.50            | 5,017.03           | 7,982.97          | 38.59%         |
| RevolvingLoan Program Income | 14,500.00           | 932.48              | 53,188.04          | (38,688.04)       | 366.81%        |
| <b>Revenues</b>              | <b>1,192,168.00</b> | <b>2,360.98</b>     | <b>245,241.75</b>  | <b>946,926.25</b> | <b>20.57 %</b> |
| <b>Expenses</b>              |                     |                     |                    |                   |                |
| Personnel                    | 450,844.00          | 34,812.26           | 104,972.83         | 345,871.17        | 23.28%         |
| Facilities                   | 34,256.00           | 2,855.51            | 8,010.77           | 26,245.23         | 23.39%         |
| Communications               | 3,931.00            | 217.71              | 1,033.96           | 2,897.04          | 26.30%         |
| Equipment & Supplies         | 4,400.00            | 146.12              | 574.40             | 3,825.60          | 13.05%         |
| Travel                       | 5,025.00            | 175.00              | 1,000.64           | 4,024.36          | 19.91%         |
| Professional Development     | 13,210.00           | 0.00                | 4,929.67           | 8,280.33          | 37.32%         |
| Contractual                  | 548,015.00          | 61,126.24           | 130,655.59         | 417,359.41        | 23.84%         |
| Miscellaneous                | 57,325.00           | 4,131.38            | 13,550.69          | 43,774.31         | 23.64%         |
| Regional Share               | 0.00                | 0.00                | 634.90             | (634.90)          | 0.00%          |
| <b>Expenses</b>              | <b>1,117,006.00</b> | <b>103,464.22</b>   | <b>265,363.45</b>  | <b>851,642.55</b> | <b>23.76 %</b> |
| <b>Agency Balance</b>        | <b>75,162.00</b>    | <b>(101,103.24)</b> | <b>(20,121.70)</b> |                   |                |

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**Middle Peninsula Planning District Commission  
Executive Director's Report of Regional Progress  
October 17, 2019**

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

- For Demographic Information:  
[http://virinialmi.com/report\\_center/community\\_profiles/5109000318.pdf](http://virinialmi.com/report_center/community_profiles/5109000318.pdf)
- For MPPDC Website: <http://www.mppdc.com/>

**MPPDC Staff and Contact Information**

**Executive Director: Lewis Lawrence**

Contact Info: [lawrence@mppdc.com](mailto:lawrence@mppdc.com) (804) 758-2311x24 (804) 832-6747 (cell)

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

**Finance Director: Beth Johnson**

Contact Info: [bjohnson@mppdc.com](mailto:bjohnson@mppdc.com) (804) 758-2311x22

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

**Planner 1: Vacant**

Contact Info: (804) 758-2311x28

Programs: *Rural Transportation Planning*

**Planner 1: Jessica Roy**

Contact Info: [jroy@mppdc.com](mailto:jroy@mppdc.com) (804) 758-2311x26

Programs: *Regional Emergency Planning*

**Special Projects Planner: Jackie Rickards**

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

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

**Secretary: Dawn Mantell**

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

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

## INFORMATION RESOURCES/ASSISTANCE

- Updated [www.mppdc.com](http://www.mppdc.com) website – meeting notices, reports, news releases, GoVA meetings, and MPA notices, etc.

## COASTAL COMMUNITY DEVELOPMENT/ ENVIRONMENTAL

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

### **Project 31500 - Living Shoreline Incentive Program RLF**

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

- Consulted with Charlie Forbes, Fairfax County and Laura Grape, NVSWCD regarding MPPDC LSIP program and Laura Grape.
- *Executed ACH loan payments for loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients' bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 15<sup>th</sup> of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12<sup>th</sup> of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.*
- **Remaining uncommitted funds - \$230,012.**

### **Project 32017 – NAWCA PAA Acquisitions**

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

### **Project 32144 – Virginia Coastal TA FY19**

*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.*

- Ordered signs for the Captain Sinclair Recreational Area (i.e. Welcome Sign, Directional Signs, and Area Map) and the Perrin Wharf (i.e. Welcome Sign).
- Drafted and submitted a semi-annual report to the Virginia Coastal Zone Management Program.
- Began to draft the final report of the Coastal TA project that is due November 15<sup>th</sup>.
- Consulted with Consociate Media concerning deliverable 4 that focused on showcasing the measurable benefits from Virginia Coastal Zone Management Program Funding.
- Prepared and submitted final financial report and reimbursement request to April Bahen, CZM program.
- Convened a Department of Environmental Quality senior leadership team tour of the Middle Peninsula to visit and discuss coastal flooding within the Resource Protection Area of the Chesapeake Bay Preservation Act. DEQ staff will reconvene with the Middle Peninsula local government administrators in November to discuss local options for managing recurrent sunny day flooding at the local parcel scale.



- Attended the 2019 Living Shorelines Tech Transfer Workshop held in Beaufort, North Carolina. The workshop focused on the newest trends and approaches for designing, building and monitoring living shorelines.
- Coordinated for the Middle Peninsula Regional 2019 Virginia Outdoors Plan meeting to be held at the MPPDC office.
- Consulted with Laura Grape, Executive Director for a Soil and Water Conservation District office in Northern Virginia regarding creating and administering the Middle Peninsula Living Shoreline Revolving Loan Program.
- Consulted with Janice Moore, President, Friends of Dragon Run regarding use of Public Access Authority lands to assist Friends of Dragon Run with accessing the Dragon.
- Consulted with legal counsel for the Chesapeake Bay Foundation regarding solar deployment within the Resource Protection Area and Resource Management Area of the Chesapeake Bay Preservation Act.
- Consulted with a startup company looking to develop concrete oyster overlays on living shoreline granite to enhance oyster growth.
- Consulted with Jimmy Sydnor, Town Manager, Town of Tappahannock regarding dredging needs of Hoskins Creek.
- Consulted with a real estate developer interested in purchasing a working waterfront marina within the Middle Peninsula. The developer was in search of grant and loan funds to repair infrastructure and failing septic systems.

**Project 32145 – Dredged Material Siting: Fast-Track Permitting and Beneficial Use Program**

*This project will help to help localities begin to use their new authority and resources for local dredging projects by identifying opportunities for beneficial use of dredged material. In part, a channel analysis will be conducted by Virginia Institute of Marine Science (VIMS) Shoreline Studies Program to determine the best locations for dredged material. Additionally, the Virginia Coastal Policy Center (VCPC) will conduct legal research associated with HR 1096.*

- Received the final report from Virginia Institute of Marine Science titled “Rural Shallow Water Dredging: Channel Assessment and Disposal Site Strategies”.
- Completed and submitted a semi-annual report to the Virginia Coastal Zone Management Program.
- Began to draft the final report of the Dredging project due November 15<sup>th</sup>.
- Prepared and submitted final financial report and reimbursement request to April Bahen, CZM program.
- Consulted with Gloucester County resident regarding dredge material disposal sites and possible use of dredge material.

**Project 32146 – ANPDC Ecotourism II**

*This project will build on efforts from the first year and extend Middle Peninsula Watertrails into the Mobjack Bay and the Severn River. The Rural coastal Virginia Ecotourism Steering Committee will refine the Virginia Watertrails website and will focus on marketing watertrails and eco-tourism in rural coastal Virginia.*

- Prepared and submitted final financial report and invoice to Shannon Alexander, ANPDC.

**Project 32147 – ANPDC Rural Enhancement Authority**

*ANPDC and MPPDC will host a Summit to engage interested localities towards their participation and*

membership in the Rural Coastal Virginia Community Enhancement Authority to further legislative advancements in Working Waterfront and other rural coastal Virginia policy.

- Prepared and submitted final financial report and invoice to Clara Vaughn, ANPDC.

#### **Project 32148 – NNPDC WWF Video**

*This project proposes to expand available tools that help promote and ensure the sustainability of working waterfronts and related industries. Specifically, StoryMaps will be created for the Coastal Region that detail the locations and histories of selected working waterfronts and a video will be produced to capture the most important working waterfront stories of the coastal region of Virginia.*

- Completed the StoryMaps and sent them to the Northern Neck Planning District Commission.
- Prepared and submitted final financial report and invoice to John Bateman, NNPDC.

#### **Project 32149 – WIP III (2)**

*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. One outcome of this project may be sustainable funding to the PDC for a designated environmental staff person to provide coordination between DEQ CBP and localities and technical assistance to local governments moving forward.*

- Requested project updates from project partners in preparation to submit a final report to Department of Environmental Quality (DEQ) on September 30, 2019.
- Prepared final financial report and reimbursement request.

#### **Project 32150 – CZM Extraction Fee Study**

*This project will explore the inequalities between different natural resource extraction industries in Coastal Virginia and beyond. MPPDC staff will review Virginia's current severance taxing framework and relation to existing natural resources extractive industries, and offer recommendations for next steps.*

- Drafted and submitted a semi-annual report to the Virginia Coastal Zone Management Program.
- Developed a first draft report which included extensive research on extractive resource industries and associated fees and permits.
- Prepared and submitted financial report and invoice to April Bahen, CZM Program.

#### **Project 32151 – NFWF Landowners Living Shorelines & Shoreline Management**

*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.*

- Convened a Department of Environmental Quality senior leadership team tour of the Middle Peninsula to visit and discuss coastal flooding within the Resource Protection Area of the Chesapeake Bay Preservation Act. Visited the NFWF project site to discuss conceptual design of the multi parcel living shoreline.

#### **Project 32152 – DCR Flooding**

*The Middle Peninsula **Fight the Flood** program will educate Middle Peninsula property owners on the benefits of and need for flood insurance (including how to reduce premiums); how to protect waterfront land from storm surge and repetitive flooding using building and financing nature-based flood mitigation solutions designed for FEMA's 10-year storm event at a minimum. The MPPDC efforts will target both rural coastal buildings and lands at risk of flooding which threaten the tax base and public safety within the region. This program will*

*comprehensively address flood mitigation risk using a combination of new and innovative approaches including partnering with private sector mitigation experts.*

- Consulted with Virginia Economic Development Partnership staff concerning the expanding and relocating of a septic manufacturing company to assist with coastal resiliency to the Middle Peninsula.
- Consulted with VHB Consulting regarding coastal engineering and landscape architect services for coastal resiliency planning needs to combat recurrent flooding.
- Participated in the Economic Development Administration Disaster Supplemental notice of funding opportunity webinar focusing on economic resiliency planning and strategy development.

**Project 320152 - 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.*

- Updated [www.virginiacoastalaccess.net](http://www.virginiacoastalaccess.net) website – meeting notices, reports and minutes.
- Prepared vouchers, processed A/P, reconciled bank statements. Prepared monthly financial statements.
- Billed Gloucester Rowing Association for pool house electric bills.

**TRANSPORTATION**

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

**Project 30215 - Transportation Demand Management (TDM) Marketing Plan**

*MPPDC proposes to engage the services of a marketing firm to assist its TDM program to update its marketing plan. Special emphasis will be placed on developing a social marketing plan to target regional out commuters and introduce the new Telework Center being constructed in King & Queen County. This is anticipated to be a 2-year project with the first year providing market research and design of the marketing plan and the second year, if funded, implementation of the plan.*

- Reviewed commuter survey results and marketing plan recommendations prepared by Consociate Media.
- Reviewed and edited Consociate Media report and PowerPoint presentation for September Commission meeting.
- Prepared and submitted quarterly report and quarterly financial report and invoice to DRPT.
- Consulted with Kathy Molin, DRPT regarding financial reporting documentation.

**Project 30216 - Transportation Demand Management (TDM) Services**

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

- Updated website – [www.midpenrideshare.org](http://www.midpenrideshare.org).

- Updated performance data into DRPT OLGA website for September.
- Prepared and submitted quarterly report and quarterly financial report and invoice to DRPT.
- Consulted with Kathy Molin, DRPT regarding financial reporting documentation.
- *Current commuter database – 342*
- *Number of Commuters with logged alt mode trips in September – 90*
- *Number of logged alt trips in September – 147*
- *Reduced miles (VMT) in September – 2,898*
- *Commuter Savings in September – \$1,681*

### **Project 30317 – Rural Transportation Planning**

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

- Worked with Middlesex County to draft and submit a Transportation Alternatives Grant Application through VDOT's Transportation Alternatives Set-Aside program. The grant would fund the first phase of a multi-use path paralleling Route 33 in Deltaville. The project concept is to provide a safe route for pedestrians and bicyclists by connecting residential communities and marinas with shopping destinations. The application was developed on behalf of the County and submitted through VDOT's SmartPortal system on September 30<sup>th</sup>. The request for the grant is for a total of \$1,001,175 where 20% of that is a local match from the County.
- Reviewed VDOT comments on Long Range Transportation Plan (LRTP) to determine where suggested edits agree/converge with the original draft submitted. Began work on incorporating comments and suggestions in a final draft to represent to the local planners group at a future meeting. Staff is planning to complete the LRTP by the end of 2019.
- Coordinated with Department of Environmental Quality (DEQ) staff and Rappahannock Community College (RCC) staff to host a Refresher Course for Erosion and Sediment Control Inspectors on October 16<sup>th</sup> at the Warsaw Campus.
- Convened the Monthly Local Planners Roundtable Meeting on Wednesday, September 25<sup>th</sup>. Topics of discussion: Rural Transportation Plan; GIS/Planner Coordination for Stormwater; and Training Opportunities. Next meeting is set for October 30<sup>th</sup> in the MPPDC Boardroom.
- Attended and spoke at the Deltaville Multi-use Path Public Meeting held at the Deltaville Maritime Museum. Discussed previous funding efforts and benefits of the project from a local and regional perspective.

### **ONSITE REPAIR & PUMPOUT**

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

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

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

*Onsite Wastewater Revolving Loan Fund to provide matching funds as required. It is anticipated this funding will be used to provide assistance to 20-27 homeowners.*

- Continuing to receive phone calls from homeowners and contractors regarding assistance for septic repairs.
- Consulted with contractors regarding pending grant-funded septic repairs to notify them that the grant will end in December and that all work must be completed and invoiced by 12/1/19.
- Prepared and submitted quarterly report and quarterly financial report and reimbursement request to DEQ.
- Prepared and submitted reimbursement request to DEQ for VRA funds disbursed to Karen Doran and Boyd Wiley, DEQ Virginia Clean Water Financing and Assistance Program.
- Received notice of approval of application for recapitalization of revolving loan fund from DEQ Virginia Clean Water Financing and Assistance Program.
- Consulted with Boyd Wiley, DEQ Virginia Clean Water Financing and Assistance Program regarding kickoff meeting to be held on 10/31/19 at PDC.
- Consulted with Janet Swords, AOSE regarding assistance available and application documentation requirements.
- *Executed ACH loan payments for septic repair loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients' bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). These payments occur on the 15<sup>th</sup> of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12<sup>th</sup> of the month to request a payment to be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans as well as collection efforts.*
- ***Remaining uncommitted septic repair funding \$27,448 in loan funds – \$0 in grant funds.***

#### **Project 30450 – Septic Pumpout Program**

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

- Consulted with septic hauler regarding payment for septic pumpout.
- Drafted an informational announcement for local publications in regards to septic pumpout funding availability.
- Drafted septic pumpout funding availability announcement to be submitted with a request to Local Government Administrators to share this information on their localities websites.
- Provided PR notice to Stephanie Heintz, Consociate Media for distribution.
- Received phone call from King & Queen County resident requesting a septic pumpout application.
- Received phone call from approved Gloucester County applicant in response to the letter he received concerning his septic pumpout voucher's expiration. Applicant requested voucher be extended and another list of haulers mailed to him. Applicant was mailed an extended voucher and hauler list.
- Completed Essex County septic pumpout.

- Received phone call from Mathews County resident with questions regarding required verifications needed to accompany a septic pumpout application.
- Received septic pumpout application from Mathews County resident. Application was approved and a voucher was mailed to the applicant.
- Received phone call from approved King & Queen County applicant requesting an extension on her voucher as it expires before she receives her monthly income. Applicant was mailed an extended voucher and hauler list.
- Received septic pumpout applications from 3 King and Queen County residents. Two applications were approved and applicants were mailed vouchers. 1 application was incomplete and applicant was mailed a request for required verifications.
- Received septic pumpout application from Middlesex County resident. Application was approved and a voucher was mailed to the applicant.

• **Septic Pumpouts as of October 17, 2019**

|                         |    |
|-------------------------|----|
| Applications Mailed     | 28 |
| Incomplete Applications | 01 |
| Approved Applications   | 20 |
| Vouchers Issued         | 20 |
| Completions             | 11 |

**Pumpout Vouchers by County**

|                |    |
|----------------|----|
| Essex          | 03 |
| Gloucester     | 02 |
| King and Queen | 06 |
| King William   | 05 |
| Mathews        | 01 |
| Middlesex      | 03 |

**ECONOMIC DEVELOPMENT**

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

**Project 301180 – Staff Support to Middle Peninsula Alliance (MPA)**

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

- Prepared vouchers, processed A/P, processed deposits and balanced bank account. Prepared monthly financial statements.
- Prepared MPA Board meeting materials, emailed invite for meeting and received response and provided Liz Povar, MPA Principal Officer with the anticipated attendance.
- Attended MPA Board meeting and scribed meeting Minutes.

**Project 301181 – PamunkeyNet**

*PamunkeyNet, a proposed wireless internet system which would harness the Middle Peninsula’s existing emergency services radio infrastructure to create a regional internet service in Middle Peninsula localities. This project proposes to address the business structure necessary for the Pamunkey Nation to operate and become a wireless provider.*

### **Project 301702 - Small Business Revolving Loan Fund**

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

- *Executed ACH loan payments for MPBDP loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients' bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 15<sup>th</sup> of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12<sup>th</sup> of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.*
- **Funds available – \$142,341**

### **LOCAL INITIATIVES**

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

### **Project 380201 - Local & Regional Technical Assistance**

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

- Drafted a memo to Virginia Department of Emergency Management (VDEM) to address questions required by new FEMA guidance to supplement the All Hazards Mitigation Plan application to FEMA.
- Reviewed NFWF's Emergency Coastal Resilience Fund and began to format an application to submit by November 12<sup>th</sup>.
- Executed FY2020 base PDC Funding contract and uploaded to CAMS.
- Amended FY19 annual report to DHCD and uploaded into CAMS.

### **Project 30117 – Urbanna Comprehensive Plan Update**

*MPPDC will provide the Town of Urbanna with a Comprehensive Plan that contains all the required sections of a plan that can be considered compliant, but not updated. The purpose of phase one is to reassemble all the necessary parts to form a compliant plan. Phase 1 anticipated completion is within 90 days (or sooner) after such date that the MPPDC team is given notice to proceed with the signing of the service agreement. The full update of the plan will happen under a separate Phase 2 proposal.*

- Continued research and review of DEQ compliance reports for previous Urbanna program reviews.

### **Project 31002 – GA Lobby**

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

### **Project 38800 - Local Dredging Technical Assistance Projects**

*MPPDC staff are providing technical assistance to localities to prepare and submit proposals to the Virginia Port Authority for financing local dredging projects in Mathews and Gloucester Counties.*

- Consulted with County Administrators from Mathews and Gloucester County regarding Virginia Port Authority and Virginia Waterway Maintenance Dredging Fund grant awards to develop permitting packet to advance the dredging projects. Coordinated with VIMS Shoreline Studies program to develop a project scope of work and timeline.

## HOUSING

### Funding –Housing Loan Program Income

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

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

- Trained new MPPDC Chief Finance Officer on annual report to DMME, submitted report.
- *Executed ACH loan payments for MPBDP loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients' bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 15<sup>th</sup> of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12<sup>th</sup> of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.*
- **Funds available = \$44,715**

## EMERGENCY SERVICES

### Funding – VDEM/FEMA/Homeland Security

#### **Project 31208 – MP/NN Regional Debris Management Plan**

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

- Developed and conducted a Debris Management Planning PowerPoint presentation to be presented at the September Commission Meeting. Topics included: Purpose of a Debris Management Plan; Purpose of Debris Management Sites; Private Property Debris Removal (PPDR); Individuals/Departments Responsible for Debris Removal; and Reimbursement Opportunities and Current Status.
- Prepared and submitted final financial report and reimbursement request via VDEM EGMS system.

#### **Project 31209 – Re-Entry Plan**

*The Middle Peninsula/Northern Neck Debris Re-Entry and Access Authorization Plans will improve and support the jurisdictions within the Middle Peninsula/Northern Neck with Operational Coordination, Terrorism Planning, Information Sharing, and Recovery Planning. Re-entry planning is critical to ensure the safe return of citizens to their homes and businesses following an evacuation from a terrorist or natural disaster, while developing a strategy to screen out potential terrorists from infiltrating and taking advantage of a recovery operation.*

- Added a section regarding the Crisis Event Response and Recovery Access (CERRA) Program. The Commonwealth of Virginia encourages all localities to utilize the nationwide CERRA program as the statewide standard for access control authorization. CERRA is a web-based system that localities provide pre-registered entities with authorization for entry. The CERRA program is designed to ensure that jurisdictions have a coordinated method of access throughout an incident and/or an event. Additionally, this program allows for an effective and efficient means of re-entry by using one standardized permit/form. It was important to note that the Middle Peninsula localities are not currently participating in the CERRA program, nor are they required to use the CERRA program for re-entry. However, they are highly recommended to utilize the program to ease re-entry procedures. The localities can access



<https://truentry.org/> for more information regarding the CERRA program.

- Prepared and submitted quarterly financial report and reimbursement request via VDEM EGMS system.

**Project 31210 – Emergency Management**

*Provides funding for the Regional Emergency Planner position based at the Middle Peninsula Planning District Commission (MPPDC). The Regional Emergency Planner supports the Emergency Managers, who do not have planners on staff, in each locality with planning.*

- Participated in Virginia Department of Emergency Management (VDEM) Hurricane Dorian conference calls with VDEM Region 5 localities. Parts of King William and King & Queen are a part of Region 1. For this situation, King William & King & Queen participated on Hurricane Dorian briefings during the VDEM Region 1 call.
- Prepared and submitted quarterly financial report and reimbursement request via VDEM EGMS system.

**AGENCY ADMINISTRATION**

Funding - Indirect cost reimbursements from all PDC projects

**MPPDC Administration**

*Administrative services provided to MPPDC programs. Planned FY19 Indirect Cost rate =54.86%.*

- Consulted with Bobbie Washington, C&F Bank regarding new login credentials for new Chief Finance Officer.
- Consulted with Anne Waring, TLC regarding adding new Chief Finance Officer to email notifications from TLC and DHRM.

## **Closed Projects**

### **Project 30502 Water Supply Planning**

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

### **Project 30115 – VHDA Community Impact Grant**

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

### **Project 31211 – Gloucester Continuity of Operations Plan (COOP)**

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

### **Project 32016 - VIMS Living Shoreline**

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

## MPPDC: Membership, Appointments, Committee Assignments, and Networks

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

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

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

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

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

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

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

**Opportunities Identified to Implement Commission Priorities - \$13,154,283**

| <b>Service Center</b> | <b>Project Title and Description</b>   | <b>Funding Requested</b> | <b>Status</b> |
|-----------------------|--|--------------------------|---------------|
| MPCBPAA               | Virginia Outdoor Foundation – Captain Sinclair Easement/Improvements             | \$180,000                | Funded        |
| Environmental         | CZM ANPDC Ecotourism II  | \$38,263                 | Funded        |
| Environmental         | CZM NNPDC WWF  | \$5000                   | Funded        |
| Environmental         | CZM Dredging   | \$50,000                 | Funded        |
| Environmental         | CZM Rural Enhancement Authority  | \$10,000                 | Funded        |
| Emergency Mgmt        | Re-Entry and Access Authorization Plans  | \$44,050                 | Funded        |
| Emergency Mgmt        | Regional Emergency Planner Position  | \$49,500                 | Funded        |
| Environmental         | Virginia CWF Funding – Living Shoreline Capitalization                           | \$250,000                | Approved      |
| Environmental         | NFWF – Improving Coastal Resiliency Through Nature Based Solutions               | \$269,914                | Funded        |
| Local                 | VPA Dredging Proposals – Mathews -2 proposals                                    | \$261,523                | Funded        |
| Local                 | VPA Dredging Proposals – Gloucester -2 proposals                                 | \$232,856                | Funded        |
| Transportation        | DRPT – FY20 Operating  | \$67,846                 | Funded        |
| Transportation        | DRPT – Technical Assistance – Telecommuting as a Solution to Reduce Outcommuting | \$30,000                 | Not Funded    |
| Transportation        | VDOT – RTP FY20  | \$58,000                 | Funded        |
| Environmental         | DEQ – Septic Pump Out Assistance   | \$17,600                 | Funded        |
| Environmental         | CZM - Coastal Technical Assistance – FY20  | \$34,500                 | Submitted     |
| Environmental         | CZM – Ecotourism III   | \$25,000                 | Submitted     |
| Environmental         | CZM – Extraction Fee Study   | \$15,000                 | Funded        |
| Environmental         | DCR – Flood Prevention   | \$28,173                 | Funded        |
| Environmental         | DEQ – WIP III Part 2   | \$21,500                 | Funded        |
| Emergency Mgmt        | VDEM Update to MP All Hazard Mitigation Plan                                     | \$93,750                 | Submitted     |
| Environmental         | NFWF – Elevating Septic Case Study   | \$83,478                 | Submitted     |
| Emergency Mgmt        | VDEM – Emergency Mgmt Planning   | \$49,500                 | Submitted     |
| Emergency Mgmt        | VDEM – Resource Typing   | \$36,055                 | Submitted     |
| Emergency Mgmt        | VDEM – MSAT Service  | \$17,000                 | Submitted     |
| Environmental         | VEE – Elevated Septic Case Study   | \$75001                  | Submitted     |
| Emergency Mgmt        | VDEM – COOP Annexes  | \$30,000                 | Submitted     |
| Environmental         | CB License Fund – Fight the Flood  | \$3,000                  | Submitted     |
| MPCBPAA               | DCR Virginia Land Conservation Foundation – Land Acquisition                     | \$455,470                | Submitted     |

## ACRONYMS

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

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