



**MIDDLE PENINSULA
PLANNING DISTRICT COMMISSION**

COMMISSIONERS

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

Town of Tappahannock
Hon. Roy M. Gladding

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

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

King William County
Hon. David E. Hansen
Hon. Travis J. Moskalski
(Treasurer)
Mr. Eugene J. Rivara
Ms. Bobbie Tassinari

Town of West Point
Hon. Jack Lawson

Mathews County
Hon. George C. Morrow
Mr. Thornton Hill
Hon. Marion C. Love
Ms. Melinda Conner


Middlesex County
Mr. Gordon E. White
Hon. Wayne H. Jessie, Sr.
Mr. Matthew L. Walker
Ms. Kathy Swinehart

Town of Urbanna
Hon. Steve Hollberg
Ms. Holly Gailey

Secretary/Director
Mr. Lewis L. Lawrence

MEMORANDUM

TO: MPPDC Board of Commissioners

FROM: Lewis Lawrence, Executive Director 

DATE: September 19, 2018

RE: September Commission Meeting

The Middle Peninsula Planning District Commission will host its monthly meeting on Wednesday, September 26, 2018 at 7:00 p.m. in the Regional Board Room at the Middle Peninsula Planning District Commission office in Saluda.

Enclosed are the September 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 **September 26th**!

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

7:00 P.M.

Wednesday, September 26, 2018

125 Bowden Street

Saluda VA 23149

- I. Welcome and Introductions
- II. Approval of July Minutes
- III. Approval of July and August Financial Reports
- IV. Executive Director's Report on Staff Activities for the Months of August and September
- V. MPCBPAA Update
- VI. MPA Update
- VII. Public Comment

AGENDA ITEMS FOR DISCUSSION

- VIII. Update on Nature Based Flood Mitigation Strategies
- IX. Discussion of MPPDC Office Complex
- X. MPPDC Media Calendar
- XI. Approval of 2018 CEDS Plan Update
- XII. Other Business
- XIII. Adjournment

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MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

July 25, 2018
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, July 25, 2018, at 7:00 p.m. MPPDC Chairman Thomas Swartzwelder welcomed everyone in attendance.

Commissioners Present

King and Queen County: Tom Swartzwelder
Gloucester County: Ashley Chriscoe, Dr. Willy Reay
King William County: Eugene Rivara, David Hansen
Mathews County: Melinda Conner, G.C. Morrow
Middlesex County: Wayne Jessie
Town of Urbanna: Steve Hollberg, Holly Gailey

Commissioners Absent

Essex County: Margaret “Prue” Davis, John Magruder, John Clickener
King and Queen County: R.F. Bailey, Sherrin Alsop
Gloucester County: Michael Winebarger
King William County: Bobbie Tassinari, Travis Moskalski
Mathews County: Marion Love, Tim Hill
Middlesex County: Matt Walker, Kathy Swinehart, Gordon White
Town of West Point: Jack Lawson
Town of Tappahannock: Monte “Roy” Gladding

Also in Attendance

Lewis Lawrence, MPPDC Executive Director
Beth Johnson, MPPDC Finance Director
Harrison Bresee III, MPPDC Regional Emergency Planner
Dawn Kirby, MPPDC Secretary
Stephanie Heinatz, Consociate Media
Christy T. Morton, Virginia Economic Development Partnership

II. Approval of June Minutes

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

III. Approval of June Financial Report

Chairman Swartzwelder asked whether there were any questions regarding the June financial report before being approved subject to audit. There being no questions, Chairman Swartzwelder requested a motion to approve the June

financial report subject to audit. Mr. Rivara moved to approve the June financial report subject to audit. Mr. Chriscoe seconded the motion; motion carried.

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

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

Mr. Lawrence directed Commissioners' attention to several items:

- Discussed "Insurance Program" requirements with Gloucester homeowner and contractor. Received notice from contractor that the failure was more that of the installation and grid system used than the plants. Contractor intends to correct deficiencies and recommends MPPDC wait on settling claim with homeowner and consider extending insurance program from date of new installation. Homeowner agreed and will provide completion statement. Mr. Lawrence reported the contractor has offered to correct the deficiencies at his cost.
- Prepared and submitted proposal for additional \$250,000 VCWRLF funds to capitalize MPPDC Living Shoreline Incentive Revolving Loan Program. Mr. Lawrence reported staff is waiting to hear back.
- Corresponded with Steve Living, Virginia Department of Game & Inland Fisheries regarding new signs at local boat ramps and he provided the following response:

"Thank you for contacting us with your concerns regarding the change in allowed uses at some of the Department of Game & Inland Fisheries (DGIF) Boating Access piers. Our boating access facilities are constructed to allow for the launching and landing of watercraft. They were designed to allow boaters to tie up and load and unload boats. In the past, we have allowed fishing from some of our Boating Access piers. Recent incidents at our boating access facilities have made it clear that we cannot safely allow fishing from our Boating Access piers. We cannot equip them with required safety features such as railings, without interfering with the intended use of the facility to launch and land boats. DGIF does maintain a number of fishing piers as do some localities. These purpose-built structures allow anglers to engage in fishing safely and conform to all relevant safety and building codes in a way a Boating Access pier simply cannot. The majority of our Boating Access sites offer at least some bank fishing opportunities. In addition, the DGIF will continue to evaluate existing fishing opportunities and seek to establish new fishing piers where demand and budgets indicate. I appreciate that the loss of use of the Boating Access pier for angling is frustrating for those who have come to rely on them. As an Agency, our first obligation must be the safety of our constituents as we seek to provide access to Virginia's natural resources".

Mr. Lawrence stated he followed up with the Department of Game & Inland Fisheries and inquired as to the number of "incidents" reported within the Middle Peninsula facilities. No incidents have been reported in the MP to

date but several fatalities have taken place at other sites. Mr. Lawrence asked DGIF to consider working with MP localities to find a solution.

- Toured the Oyster Company of Virginia high pressure processing oyster equipment located in Topping. The HPP equipment opened 200 oysters in 3 minutes with no shell damage and maintained 100% of oyster nectar. The machinery uses 65,000 pounds per square inch to pressure open oyster. Mr. Lawrence provided the Commission with video footage and stated this method opens 60,000 oysters in a day.
- Attended a meeting called by Sen. Lynwood Lewis concerning the Virginia waterways Management Fund to review the draft guidelines for the new dredging grant application program developed by the Virginia Port Authority. Suggested modifications to grant language to better match the needs of Rural Coastal Virginia. Mr. Lawrence presented the Commission with the adopted Resolution and Guidelines Administering the Virginia Waterway Maintenance Grant Program which took effect July 24th. Mr. Lawrence stated this program is 100% with no match required and encouraged everyone to apply.
- Reviewed the USCG report of Virginia's Channels in regards to the MPPDC area and incorporated the report and the Waterway Maintenance Fund. Included in LRTP update and Local Planners Meeting in June. Mr. Lawrence reported there will be a new chapter added relating to dredging and maritime issues.

V. MPCBPAA Update

Mindy Conner, Chairman of the MPCBPAA stated the Authority did not meet this month.

VI. MPA Update

In the absence of Travis Moskalksi, MPA Chairman, Lewie Lawrence, MPA Secretary provided the Commission with an update on the recent activities of the MPA. At its last meeting, the MPA continued to discuss creating a second-tier advisory group to implement the work of the MPA Board and also discussed the criteria for which an entity comes under the Freedom of Information Act. The total amount of government/public funding received by the MPA to date as opposed to private funding determines the MPA is subject to the Freedom of Information Act and as such, the MPA has now gone from a private entity to public.

VII. Public Comment

None.

VIII. VEDP Rural Focus, Christy T. Morton, Vice President, External Affairs, Virginia Economic Development Partnership

Christy Morton, VEDP's VP of External Affairs, gave a PowerPoint presentation on Economic Growth Opportunities in the Middle Peninsula. Highlights included Declining Economic Growth in Virginia, Regionally and Statewide; Findings from the McKinsey-IBM Economic Growth Strategy; Major Opportunities to Spur Economic Growth in Middle Peninsula. Ms. Morton spoke specifically about big initiatives focusing on rural development. Virginia's rankings have declined during the last twenty years which affects the ability to attract business to the Commonwealth. VEDP understands what the problems are and has devised a strategic growth program. Strengths and weaknesses were identified and VEDP is working with GO Virginia and DHCD to compare regional and strategic plans and come up with a partnership. Rural stakeholders from across the Commonwealth have worked together to come up with a rural marketing initiative highlighting all the attributes rural Virginia has for a marketing campaign. Recommendations were Rural Marketing; Ubiquitous Broadband; Expanded Site Inventory; Customized Workforce; Partnerships to fund projects; Tax incentive changes; Community Competitiveness; Civic Leadership.

IX. General Discussion on Go Virginia and WIP 3 Economic Development

Lewie Lawrence, Executive Director provided a handout and reviewed possible water quality-economic development opportunities for new business associated with in-water, near shore, riparian, and upland areas that can drive traditional and new innovative rural coastal business opportunities.

X. Adoption of MPPDC FY19 Indirect Cost Allocation Plan

The Commission was provided with the MPPDC FY19 Indirect Cost Allocation Plan which is based on the budget figures adopted by the Commission in May 2018. The Indirect Cost Allocation Plan enables the Commission to charge funding sources for indirect personnel costs including salaries and fringe benefits as well as overhead costs such as facility expenses, supplies, professional development, certain shared consultant and contractual fee expenses, travel expenses and other miscellaneous expenses such as postage and printing/duplicating. The rates are also used by staff in preparing grant proposals. The FY19 Planned Indirect Cost Rate is 54.86% and the Fringe Rate is 32.66%. Mr. Hollberg motioned to support the MPPDC FY19 Indirect Cost Allocation Plan as presented. Ms. Conner seconded. The motion carried.

XI. Other Business

None.

XII. Adjournment

Chairman Swartzwelder requested a motion to adjourn the meeting. Mr. Holberg motioned to adjourn; Mr. Chriscoe seconded. The motion carried.

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

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(Secretary)

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Project Financial Report

Middle Peninsula Planning District Commission

Run Date: 08/10/2018

Run Time: 3:19:16 pm

Page 1 of 1

Period Ending: 07/31/2018

----- Expenditures -----								
Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30013	EE&CBG Project	4,051.70	0.00	4,051.70	0.00	100.00%	4,088.37	36.67
30109	MPEDRO Staff Support	21,736.00	1,414.10	1,414.10	20,321.90	6.51%	0.00	(1,414.10)
30111	Blue/Green Infrastructure PDC f	102,162.53	1,510.70	73,673.23	28,489.30	72.11%	72,189.70	(1,483.53)
30115	VHDA Community Impact Grant	30,000.00	289.63	6,694.03	23,305.97	22.31%	6,404.40	(289.63)
30170	MPBDP Staff Support	22,143.81	75.14	21,128.51	1,015.30	95.41%	22,071.86	943.35
30214	FY19 Transportation Demand M	84,807.00	4,003.83	4,003.83	80,803.17	4.72%	0.00	(4,003.83)
30215	TDM Marketieng	24,391.00	826.40	826.40	23,564.60	3.39%	0.00	(826.40)
30316	FY19 Rural Transportation Planr	72,500.00	4,884.31	4,884.31	67,615.69	6.74%	4.00	(4,880.31)
30420	Onsite Loan Management	168,942.76	834.67	151,469.38	17,473.38	89.66%	151,219.33	(250.05)
30428	WQIF 2016, \$183500 RLF match	216,500.00	225.38	86,704.31	129,795.69	40.05%	86,479.46	(224.85)
30502	Water Supply Planning	168,132.45	4,393.47	160,831.76	7,300.69	95.66%	162,432.98	1,601.22
31002	GA Lobby FY09	21,450.00	0.00	20,431.34	1,018.66	95.25%	24,368.34	3,937.00
31207	MP/NN Mass Casualty Exercise	64,473.00	8,091.46	24,669.63	39,803.37	38.26%	16,578.17	(8,091.46)
31208	MP/NN Regional Debris Manage	43,000.00	37.56	11,896.01	31,103.99	27.67%	11,858.45	(37.56)
31500	Living Shoreline Incentive Progr:	25,830.00	720.63	9,086.68	16,743.32	35.18%	8,768.68	(318.00)
32015	PAA Staff Support	0.00	300.53	300.53	(300.53)	0.00%	600.00	299.47
32016	VIMS Living Shoreline/EPA9633:	92,636.80	75.14	35,151.12	57,485.68	37.95%	35,075.98	(75.14)
32017	NAWCA PAA project	75,000.00	434.45	19,170.05	55,829.95	25.56%	18,735.60	(434.45)
32140	FY18 Coastal TA	60,000.00	5,213.36	48,878.32	11,121.68	81.46%	43,664.96	(5,213.36)
32141	WWF_ANPDC	10,000.00	923.91	8,508.71	1,491.29	85.09%	7,584.80	(923.91)
32142	ANPDC Ecotourism	47,495.00	2,841.87	34,404.92	13,090.08	72.44%	31,563.05	(2,841.87)
32143	WIP III	0.00	5,852.03	6,127.03	(6,127.03)	0.00%	275.00	(5,852.03)
38019	FY19 Local Projects	0.00	9,742.05	9,742.05	(9,742.05)	0.00%	20,366.33	10,624.28
Totals:		1,355,252.05	52,690.62	744,047.95	611,204.10	54.90%	724,329.46	(19,718.49)

Balance Sheet by Category

Middle Peninsula Planning District Commission

Period Ending: 07/31/2018

Format: 1 Board

Run Date: 8/10/18

Run Time: 3:23:24 pm

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Assets:

Cash in Bank	485,611.63
Cash in Bank, Restricted	246,693.24
Receivables	395,443.96
Property & Equipment	6,099.29
Prepaid Pension (Deferred Outflows)	30,454.00

	Total Assets:	\$1,164,302.12
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Liabilities:

Accounts Payable	8,859.80
VRA Loan Payables	255,374.61
Payroll Withholdings	(19.06)
Accrued Leave	47,938.02
Deferred Revenue	110,453.27
Deferred Inflows (VRS)	220,036.00
Net Pension Liabilities	56,917.00
Cost Allocation Control	1,182.38

	Total Liabilities:	\$700,742.02
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Equity:

Local Initiatives/Information Resources	33,953.27
Economic Development	(2,868.07)
Transportation Programs	(9,714.54)
Emergency Management Projects	(8,129.02)
Onsite Repair & Pumpout	(472.54)
Housing	(252.96)
Coastal Community & Environmental	(15,149.17)
Public Access Auth Programs	(210.12)
Mandates	1,606.53
Temporarily Restricted	181,231.61
General Fund Balance	283,565.11

	Total Equity:	\$463,560.10
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	Total Liabilities and Equity	\$1,164,302.12
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	Balance:	\$0.00
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Agencywide R&E by Category

Middle Peninsula Planning District Commission

Run Date: 08/10/2018

Run Time: 4:06:11 pm

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Period Ending: 07/31/2018

Format: 1 Agencywide R&E

With Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Over	% Bud
Revenues					
Local Annual Dues	135,099.00	19,300.00	19,300.00	115,799.00	14.29%
Local Other Revenues	39,948.00	10,807.00	10,807.00	29,141.00	27.05%
Local Other Organizations	24,900.00	0.00	0.00	24,900.00	0.00%
State Revenues	159,817.00	0.00	0.00	159,817.00	0.00%
Federal Revenues	637,162.00	0.00	0.00	637,162.00	0.00%
Miscellaneous Income	11,500.00	954.57	954.57	10,545.43	8.30%
RevolvingLoan Program Income	13,250.00	1,000.44	1,000.44	12,249.56	7.55%
Revenues	1,021,676.00	32,062.01	32,062.01	989,613.99	3.14 %
Expenses					
Personnel	377,572.00	39,176.96	39,176.96	338,395.04	10.38%
Facilities	30,887.00	2,163.33	2,163.33	28,723.67	7.00%
Communications	3,150.00	362.98	362.98	2,787.02	11.52%
Equipment & Supplies	3,300.00	286.34	286.34	3,013.66	8.68%
Travel	6,650.00	183.57	183.57	6,466.43	2.76%
Professional Development	11,660.00	1,142.16	1,142.16	10,517.84	9.80%
Contractual	436,086.00	7,620.97	7,620.97	428,465.03	1.75%
Miscellaneous	58,430.00	1,754.30	1,754.30	56,675.70	3.00%
Expenses	927,735.00	52,690.61	52,690.61	875,044.39	5.68 %
Agency Balance	93,941.00	(20,628.60)	(20,628.60)		

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Project Financial Report

Middle Peninsula Planning District Commission

Run Date: 09/07/2018

Run Time: 4:37:35 pm

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Period Ending: 08/31/2018

----- Expenditures -----								
Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30013	EE&CBG Project	4,051.70	0.00	4,051.70	0.00	100.00%	4,125.83	74.13
30109	MPEDRO Staff Support	21,736.00	1,297.77	2,711.87	19,024.13	12.48%	0.00	(2,711.87)
30111	Blue/Green Infrastructure PDC f	15,000.00	2,841.29	4,351.99	10,648.01	29.01%	0.00	(4,351.99)
30115	VHDA Community Impact Grant	30,000.00	623.27	7,317.30	22,682.70	24.39%	6,404.40	(912.90)
30170	MPBDP Staff Support	22,143.81	101.27	21,229.78	914.03	95.87%	22,199.93	970.15
30214	FY19 Transportation Demand M	84,807.00	5,962.26	9,966.09	74,840.91	11.75%	0.00	(9,966.09)
30215	TDM Marketieng	24,391.00	871.41	1,697.81	22,693.19	6.96%	0.00	(1,697.81)
30316	FY19 Rural Transportation Planr	72,500.00	550.79	5,435.10	67,064.90	7.50%	4.00	(5,431.10)
30420	Onsite Loan Management	179,705.36	674.28	152,568.66	27,136.70	84.90%	152,309.65	(259.01)
30428	WQIF 2016, \$183500 RLF match	216,500.00	4,769.15	91,473.46	125,026.54	42.25%	86,479.46	(4,994.00)
30502	Water Supply Planning	168,132.45	5,419.58	166,251.34	1,881.11	98.88%	162,432.98	(3,818.36)
31002	GA Lobby FY09	40,750.00	0.00	20,431.34	20,318.66	50.14%	35,846.25	15,414.91
31207	MP/NN Mass Casualty Exercise	64,473.00	9,835.16	34,504.79	29,968.21	53.52%	16,578.17	(17,926.62)
31208	MP/NN Regional Debris Manage	43,000.00	67.97	11,963.98	31,036.02	27.82%	11,858.45	(105.53)
31500	Living Shoreline Incentive Progr:	26,196.92	397.45	9,484.13	16,712.79	36.20%	9,230.40	(253.73)
32015	PAA Staff Support	8,570.00	955.85	1,256.38	7,313.62	14.66%	3,000.00	1,743.62
32016	VIMS Living Shoreline/EPA9633:	92,636.80	51,395.13	86,546.25	6,090.55	93.43%	35,075.98	(51,470.27)
32017	NAWCA PAA project	75,000.00	3,543.07	22,713.12	52,286.88	30.28%	18,735.60	(3,977.52)
32140	FY18 Coastal TA	60,000.00	5,290.92	54,169.24	5,830.76	90.28%	43,664.96	(10,504.28)
32141	WWF_ANPDC	10,000.00	1,203.75	9,712.46	287.54	97.12%	7,584.80	(2,127.66)
32142	ANPDC Ecotourism	47,495.00	3,421.46	37,826.38	9,668.62	79.64%	31,563.05	(6,263.33)
32143	WIP III	50,000.00	4,293.02	10,420.05	39,579.95	20.84%	275.00	(10,145.05)
38019	FY19 Local Projects	219,724.00	8,900.71	18,642.76	201,081.24	8.48%	98,401.86	79,759.10
Totals:		1,576,813.04	112,415.56	784,725.98	792,087.06	49.77%	745,770.77	(38,955.21)

Balance Sheet by Category

Middle Peninsula Planning District Commission

Run Date: 9/7/18
 Run Time: 4:38:33 pm
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Period Ending: 08/31/2018
 Format: 1 Board

Assets:

Cash in Bank	595,455.28
Cash in Bank, Restricted	250,446.42
Receivables	359,724.70
Property & Equipment	6,099.29
Prepaid Pension (Deferred Outflows)	30,454.00

	Total Assets:	\$1,242,179.69
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Liabilities:

Accounts Payable	76,998.67
VRA Loan Payables	283,360.66
Payroll Withholdings	34.75
Accrued Leave	47,938.02
Deferred Revenue	110,453.27
Deferred Inflows (VRS)	220,036.00
Net Pension Liabilities	56,917.00
Cost Allocation Control	2,411.68

	Total Liabilities:	\$798,150.05
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Equity:

Local Initiatives/Information Resources	114,245.09
Economic Development	(6,980.33)
Transportation Programs	(17,099.00)
Emergency Management Projects	(18,032.15)
Onsite Repair & Pumpout	(5,250.65)
Housing	(838.77)
Coastal Community & Environmental	(29,294.05)
Public Access Auth Programs	(53,704.17)
Mandates	(3,813.05)
Temporarily Restricted	181,231.61
General Fund Balance	283,565.11

	Total Equity:	\$444,029.64
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	Total Liabilities and Equity	\$1,242,179.69
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	Balance:	\$0.00
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Agencywide R&E by Category

Middle Peninsula Planning District Commission

Run Date: 09/07/2018

Run Time: 4:39:08 pm

Page 1 of 1

Period Ending: 08/31/2018

Format: 1 Agencywide R&E

With Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Over	% Bud
Revenues					
Local Annual Dues	135,099.00	77,199.00	96,499.00	38,600.00	71.43%
Local Other Revenues	39,948.00	13,557.00	24,364.00	15,584.00	60.99%
Local Other Organizations	24,900.00	0.00	0.00	24,900.00	0.00%
State Revenues	159,817.00	0.00	0.00	159,817.00	0.00%
Federal Revenues	637,162.00	0.00	0.00	637,162.00	0.00%
Miscellaneous Income	11,500.00	1,057.43	2,012.00	9,488.00	17.50%
RevolvingLoan Program Income	13,250.00	1,071.67	2,072.11	11,177.89	15.64%
Revenues	1,021,676.00	92,885.10	124,947.11	896,728.89	12.23 %
Expenses					
Personnel	377,572.00	39,580.21	78,757.17	298,814.83	20.86%
Facilities	30,887.00	2,765.90	4,929.23	25,957.77	15.96%
Communications	3,150.00	716.36	1,079.34	2,070.66	34.26%
Equipment & Supplies	3,300.00	1,194.78	1,481.12	1,818.88	44.88%
Travel	6,650.00	1,278.66	1,462.23	5,187.77	21.99%
Professional Development	11,660.00	2,013.83	3,155.99	8,504.01	27.07%
Contractual	436,086.00	60,898.47	68,519.44	367,566.56	15.71%
Miscellaneous	58,430.00	3,967.34	5,721.64	52,708.36	9.79%
Expenses	927,735.00	112,415.55	165,106.16	762,628.84	17.80 %
Agency Balance	93,941.00	(19,530.45)	(40,159.05)		

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**Middle Peninsula Planning District Commission
Executive Director's Report of Regional Progress
August 21, 2018**

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

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

If there is some item that has been removed from the report that you found to be exceptionally useful and would like to have included, please let staff know.

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Programs: *Septic Pumpout Assistance, Facilities Scheduling*

Funding – VDEM, MANDATES
VDEQ, localities, MPPDC General Fund

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.

- Drafted an alternatives addendum to be uploaded into Virginia Hydro. This addendum states: *Middle Peninsula water sources should not be diverted, pro-rated, allocated, shared, distributed or given to adjacent urban areas as the demand for water increases with time, but rather should be left available to Middle Peninsula localities for future needs.* To date, the addendum has been uploaded for the following localities: Essex and King and Queen Counties and the Towns of West Point, Tappahannock and Urbanna. MPPDC staff is still waiting for responses from Mathews, Middlesex and King William Counties.

INFORMATION RESOURCES/ASSISTANCE

- Updated www.mppdc.com website – meeting notices, reports, news releases, GoVA meetings and MPA notices.
- Responded to FOIA request from Mathews citizen.

COASTAL COMMUNITY DEVELOPMENT/ ENVIRONMENTAL

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

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

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

- Prepared vouchers, processed A/P, reconciled bank statements. Prepared monthly financial statements.

Project 32016 - VIMS Living Shoreline

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

- Consulted with Pam Ivey, VIMS regarding invoice.

Project 31500 - Living Shoreline Incentive Program RLF

This program provides low interest loans to homeowners to install living shorelines as defined by § 28.2-104.1 of the Code of Virginia: “Living shoreline” means a shoreline management practice that provides erosion control and water quality benefits; protects, restores or enhances natural shoreline habitat; and maintains coastal processes through the strategic placement of plants, stone, sand fill, and other structural and organic materials. Revolving loan program capitalization provided through an interest free loan from the Virginia Clean Water Revolving Loan Fund through the Virginia Resources Authority.

- Consulted with Scott Hardaway, VIMS regarding winter damage at living shoreline project.
- Consulted with homeowner and contractor regarding winter damage at PDC funded living shoreline project. Contractor advised that damage was due to poor design and will repair damage and replant. MPPDC will begin planting “insurance” timeframe to coincide with new plantings.
- Consulted with homeowner regarding payment for spring plantings at project that was constructed last fall.
- Received phone call from living shoreline contractor regarding MPPDC program, VCAP clients, use of MPPDC program for bridge loans, spring vs. fall planting.
- *Executed ACH loan payments for loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients’ bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 15th of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12th of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.*
- ***Remaining uncommitted funds - \$76,441***

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.

- Consulted with Glenda Brooks, Middlesex Title regarding documents needed for loan closings.
- Coordinated for the Halifax acquisition in Gloucester County. Provided U.S. Fish and Wildlife staff with a project update map showing acquisition sites in progress.

Project 32140 – Virginia Coastal TA FY18

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.

- Participated in a National Fish and Wildlife Foundation-National Oceanic and Atmospheric Administration conference call concerning resiliency funding and habitat improvements. The Commonwealth has identified the Middle Peninsula as a priority area under the Army Corps of Engineers Chesapeake Bay Comprehensive Plan.
- Consulted with Scott Hardaway, Director for the Shoreline Studies Program located at the Virginia Institute of Marine Science concerning restoration of three Guinea Marsh Islands leading to the entranceway of Monday Creek in Gloucester County as a National Fish and Wildlife Foundation grant project.
- Consulted with Anita Angeloni of the Virginia Outdoors Foundation concerning an oral history project related to waterfront access and the Middle Peninsula Chesapeake Bay Public Access Authority plans to provide improved access at Captain Sinclair’s Recreation Area.

- Consulted with staff from the Department of Game and Inland Fisheries regarding the number of incidences related to public safety at Middle Peninsula facilities. No reported incidences were listed. DGIF is restricting facility use across the state to boating access only as there have been fatalities for non-boating use at some locations across the state.
- Consulted with Chris DeWitt of VHB Consulting regarding solar projects across the Middle Peninsula and local land-use policies and regulations being used to either support or restrict the expansion of solar facilities..
- Consulted with the King and Queen County Administrator regarding an erosion problem for a citizen living in Newtown. Recommended the citizen contact the Department of Conservation and Recreation Shoreline Erosion Advisory Service “SEAS” program.
- Consulted with staff from legislative services regarding conservation tax credits and business operational aspects to insure the preservation of tax credits and the ability to operate a business on lands owned by the Public Access Authority.
- Provided Mike Vernon, Flood Mitigation Services with elevation certificate and photos of one residential structure located at Captain Sinclair’s for flood coverage. Also discussed a plan to submit an application to FEMA under the FEMA Reconstruction Program to demolish the structure referred to as a pool house and refurbish into an elevated flood compliant structure.
- Consulted with a Mathews County citizen regarding aquaculture and land-use planning issues facing Mathews County.
- Convened the August meeting of the Middle Peninsula Chesapeake Bay Public Access Authority. Primary agenda item focused on the business development aspect of PAA lands.
- Consulted with Estie Thomas of the Virginia Outdoors Foundation regarding draft language for a public access easement to be placed on Captain Sinclair’s Recreational Area.
- Consulted with Attorney, Larry Durbin regarding Natural Bridge easement language for the co-located business operation without fear of callback for conservation tax credits.
- Consulted with a Mathews County citizen regarding a no trespass order at the Williams Wharf facility. Advised the citizen that no position change has been offered by the Middle Peninsula Chesapeake Bay Public Access Authority as the Authority contends trespass is a civil matter.
- Consulted with Tony Watkinson, VMRC Chief of Habitat regarding the Governor’s Aquaculture Advisory Panel studying aquaculture conflict resolution approaches.
- Consulted with the Mathews County Administrator regarding reported Board action directing the Building Official to issue all permits necessary to re-open the Islander Motel and Restaurant on Gwynn’s Island and the potential impact to Mathews as a participating locality under the National Flood Insurance Program.
- Consulted with John Kuriawa, NOAA Coastal Program liaison regarding a citizen letter discussing management of Perrin Wharf.
- Convened the August meeting of the Middle Peninsula Local Government Administrators. The meeting focused on entrance standards required by VDOT and the perception/concerns related to permitting of economic development projects along different road classifications used by VDOT.

Project 32141 – Working Waterfront Zoning and Coastal Living Policy Development

MPPDC staff in partnership with Accomack-Northampton PDC and the Northern Neck PDC will work to develop a legislative brief for the 2018 General Assembly Session. Also staff will work with localities to develop working waterfront zoning and coastal living policy language. This work will then be shared with interested Board of Supervisors, Town Councils and the general public.

- Received an update regarding the Working Waterfront project from Shannon Alexander, ANPDC. She explained that efforts to organize options for localities to consider the development of a Working Waterfront Development Area is taking longer than expected. Therefore, this project will be extended until December 31st. This will provide ample time to conduct outreach efforts to localities.

Project 32142 – ANPDC Ecotourism

This project is a collaboration between rural PDCs (ANPDC, NNPDC, and MPPDC) to develop and expand watertrails within each region. MPPDC staff will focus on developing watertrails on the York River, Pamunkey River, Mattaponi River and the Mobjack. MPPDC staff will also work with PDCs to create an interactive itinerary tool and to develop an overall Rural Coastal Virginia Water Trails theme/brand.

- Attended a conference call hosted by Shannon Alexander, ANPDC to discuss the progress made in the Eco-Tourism project. Agenda items included a review of the vision statement and objectives, and a presentation of the Rural Coastal Virginia Alliance website to house regional water trail information.
- Scheduled an Eco-Tourism Collaboration meeting on August 30th to introduce the Virginia Coastal Zone Management Project to Middle Peninsula stakeholders. In particular, MPPDC staff invited public land owners to the meeting to discuss their potential participation in the York, Pamunkey, Mattaponi and Mobjack Bay Water Trail.
- Drafted an agenda and presentation for the upcoming Eco-Tourism Collaboration meeting.

Project 32143 – WIP III

In support of the Chesapeake Bay Phase III Watershed Implementation Planning (WIP) efforts, the Virginia Department of Environmental Quality, in cooperation with the Chesapeake Bay Program Partnership and other state and federal partners, has made grant funds available as authorized in the federally-funded 2017 Commonwealth of Virginia Chesapeake Bay Regulatory and Accountability Program (CBRAP) Work Plan approved by EPA. Virginia’s Planning District Commissions (PDCs), as authorized in the Code of Virginia (§15.2-4207), encourage and facilitate local government cooperation and state-local cooperation in addressing on a regional basis problems of greater than local significance, specifically in the functional area of environmental management. The intent of this project initiative is for each Virginia Planning District Commission (PDC) covering Chesapeake Bay watershed localities to convene locality and regional officials, staff and stakeholders to provide input and recommendations for meeting Local Area Planning Goals (LAPGs) in accordance with the DEQ-provided “Outline for Local Area Planning Goal Initiative”.

- Coordinated with MPPDC Executive Director, Lewie Lawrence to schedule the first stakeholder meeting.
- Attended July 10th Phase III WIP workshop.
- Provided Department of Environmental Quality with the details for the first stakeholder meeting.
- Drafted agenda for August 22nd stakeholder meeting.
- Reviewed BMP input deck provided by Department of Environmental Quality.
- Contacted Department of Environmental Quality to request Phase II WIP submittal.
- Consulted with Berkley Group regarding monthly progress report of activities.

TRANSPORTATION

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

Project 30213 - 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
- Attended Association for Commuter Transportation International Conference. Moderated Telework Council session entitled *Learning From a Regional and an Employer Based Telework Program*, convened the annual ACT Telework Council meeting, participated in professional development session on Understanding Marketing Technology, attended the annual Chesapeake Chapter meeting, and attended sessions on the Rethinking Residential TDM, Communicating Transportation Programs, Telework – Why and Why Not Telework, What Does it Take to Really Get Commuters Out of their Cars.
- Received phone call from wife of shipyard worker looking for alternative to commuter bus which is ending in August as longtime driver is retiring. Discussed options, provided carpool match contact information.
- Received online application from Tappahannock commuter looking for vanpool to Bethesda. Contracted NeckRide to see if they had a suitable vanpool, contacted GWRideConnect. Referred commuter to GWRideConnect for additional assistance.
- **Current commuter database – 158**

Project 30315 – 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.

- Consulted with VDOT to schedule a joint meeting between the MPDC Local Planners Meeting and VDOT for a “VDOT Locality Day” meeting August 22nd centered around the Long Range Transportation Plan (LRTP).
- Consulted with Gloucester County in regards to transportation priorities for LRTP.
- Convened the monthly Local Planners Meeting at the MPPDC office on July 25th.
- Sent out July 25th Local Planners Meeting Minutes on July 29th that included research on public access in VDOT right of ways at road endings.
- Compiled Average annual crash data for the MPPDC localities from 2014 to 2017 for LRTP.
- Sent out information to local planners on the Virginia Waterways Maintenance Fund guidelines.
- Added At-Risk Working Waterfront infrastructure to the LRTP.
- Reviewed the transportation section of each locality’s Comprehensive Plan in MPPDC to add to LRTP.
- Added King and Queen County staff transportation recommendations to LRTP.
- Reviewed Crash Data for King William, Gloucester and King and Queen County staff recommendations as well as AADT and Freight Travel for 2017.
- Utilized MPPDC vehicle to drive Rt. 17 North of Saluda for research on potential multi-use path plan. Also drove Rt. 14 in King and Queen County to assess multiple intersections of interest for LRTP.
- Reviewed VDOT 2025 Virginia Highway Plan.
- Sent emails to Essex, Mathews, and Middlesex requesting transportation priorities lists.
- Created an agenda for the August 22nd joint VDOT/MPPDC meeting.
- Began coordinating the September Local Planners Meeting with DEQ and searched to locate a perennial stream with public access to serve as training location for RPA determination.
- Consulted with and reached consensus with Essex, Middlesex, and Gloucester on supporting the concept of a Multi-Use path along Rt. 17. DCR has agreed to include the concept plan in the 2018 VA Outdoors Plan.

- Consulted with Gloucester County and Bob Anderson of the Gloucester Bike Group on preliminary recommendations of Bike/Ped section of LRTP and possibility of doing an in-depth study for Gloucester after the conclusion of the LRTP update.
- Attended a DEQ RPA Training session in Warsaw.

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.

- Consulted with Tammy Faulkner, Gloucester Health Department and Crystal MacWelch, Millers Septic regarding application for a Gloucester repair. Homeowner is confused as to next steps to submit a complete application. Discussed options – hook-up to sewer (MPPDC cannot provide financial assistance for this); design, permit and install alternative system; request GMP Waiver and install new conventional system. Homeowner has 10-12 people living in 4 bedroom house, and is not eligible for grant assistance due to income above the threshold (none of the other people living in the house meet the definition for federal dependents).
- Received phone call from Gloucester homeowner. Discussed MPPDC Septic Repair program and mailed application.
- Discussed Gloucester application with Brian Hancock, AOSE. Discussed 930 waiver option.
- Received phone call from Gloucester resident regarding failing septic system on property owned by her mother. Discussed application process.
- Received phone call from Gloucester homeowner. Mailed application.
- Received phone call from homeowner referred by Boyd Wiley, Town of Urbanna regarding septic permitting process. Discussed MPPDC program, permitting process, possible options.
- Received phone call from Gloucester homeowner regarding status of application. Homeowner has not provided a permit or estimate. Discussed next steps required before application can be approved.
- Emailed application to homeowner referred by Turlingtons Septic.
- Consulted with Tammy Faulkner, Gloucester Health Department regarding repair permit for Gloucester project.
- *Executed ACH loan payments for septic repair loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients' bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). These payments occur on the 15th of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12th of the month to request a payment to be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans as well as collection efforts.*
- ***Remaining uncommitted septic repair funding – \$80,147 in loan funds, \$94,123 in grant funds.***

ECONOMIC DEVELOPMENT

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

Project 30115 - Blue/Green Infrastructure

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

- Attended the Healthy Watersheds presentation in Essex County on August 14th. Essex County Board approved being one of two pilot localities for Phase III. This project has implications for all MPPDC localities as Phase III seeks to create a structure that will monetize blue green infrastructure.
- Consulted with the Managing Director for Fuji Clean USA regarding portable septic tank that can be removed and/or elevated prior to a storm event.
- Consulted with Steve Hollberg, Mayor for the Town of Urbanna regarding Virginia Port Authority dredge funding application process.
- Consulted with a James Madison researcher interested in commercializing 3-D print technology to build and sell oyster panels which can be screwed onto bulkheads to create a perpendicular oyster reef. Research commercialization is a potential project idea for GO Virginia Region Six.

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 15th of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12th of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.*
- ***Funds available – \$139,130***

Project 30109 – 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 minutes, printed monthly meeting materials, placed monthly reminder calls and provided Liz Povar, MPA Principal Officer with the anticipated attendance.
- Consulted with Liz Povar, Principal Officer regarding public/private entity requirements regarding public notice and FOIA. If entity receives most of its funding from public sources it must abide by public meeting and FOIA requirements.

Project 301093 – 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.

- Consulted with Liz Povar, Principal Officer regarding FY19 budget and PamunkeyNet project budget.

- Created spreadsheet of Advisory Committee members and their contact information.
- Sent reminder email to Advisory Committee and printed materials in preparation for first PamunkeyNet Advisory Committee Meeting on August 1st in Caroline County.
- Attended the project kick-off meeting for PamunkeyNet called by the Middle Peninsula Alliance. Discussed overall project design and general direction of the project. Meeting attendance was over 30 people representing all participating localities and other interested parties.

LOCAL INITIATIVES

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

Project 380191 - Local & Regional Technical Assistance

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

- Participated in webinar for the National Fish and Wildlife Foundation Small Watershed Grant on July 23rd, and began to draft an application focused on implementing shoreline protections on contiguous parcels of land with repetitive loss claims.
- Participated in webinar for the National Fish and Wildlife Foundation Chesapeake Bay Innovative Nutrient and Sediment Reduction grant on July 25th.
- Drafted and submitted a grant proposal to the National Fish and Wildlife Foundation to focus on the conservation/resiliency/protection aspects of the three Guinea Marsh Islands (i.e. Hog Island and two adjacent islands) leading into Monday Creek.
- Drafted a letter to localities advising them of the availability of VA Waterway Maintenance Fund grant program.
- Drafted an estimate of hours needed to complete an application to the VA Waterway Maintenance Fund through the Virginia Port Authority for shallow water dredging projects.
- Created a map of all open space easements in Essex County for the Essex County Countryside Alliance.
- Consulted with Jackie Rickards regarding living shoreline program for background information for NFWF proposal.
- Registered several Commissioners to attend VAPDC Summer Conference in July. Three Commissioners attended.
- Coordinated the MP/NN Quarterly Emergency Management Meeting in Tappahannock with Essex County EM staff. Held a Satellite Phone training for the Middle Peninsula EM staff. Participants in the training were: Essex, King and Queen, Mathews, Gloucester and King William Counties.
- Participated in the Planning Meeting for the Rural Resiliency Forum, that is scheduled to take place October 23rd. The goal of the meeting was to start the process of creating a Rural Resiliency Framework, which could potentially help coordinate existing programs, identify gaps, and bring innovative ideas to the forefront. Many suggestions for structure and content for the October meeting were recommended by the participants. The Resilient Virginia organization is expected to have a draft agenda at the next planning meeting (TBD).
- Attended Mathews County's kickoff meeting for developing a Community Emergency Response Team (CERT). Many community members, representing interests from a large cross section of the County's citizens, attended and responded favorably to the idea of creating a Mathews County CERT Team. The next step will be a series of trainings by the Mathews County Emergency Management program. Estimated training start date is early this fall.

- Attended the VDEM Open Forum at the William and Mary School of Education. Dr. Jeff Stern, VDEM State Coordinator, spoke of the state of VDEM. VDEM is experiencing a budget shortfall due to continued decline in Federal Grants and a lack of baseline state funding. VDEM has cut \$5 million dollars from this year's budget, primarily in training and exercise programs.
- Assisted PDC Planning staff with grant proposal budgets – NFWF, FEMA, RSAG applications.

Project 31002 – GA Lobby

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

HOUSING

Funding –Housing Loan Program Income

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

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

- *Executed ACH loan payments for MPBDP loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients' bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 15th of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12th of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.*
- ***Funds available = \$44,104***

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.

- Created an online map using Dominion data that shows the relative location of address points that have had power turned off for over a year.
- Distributed a request to all Middle Peninsula localities to select a sample area for vacant housing survey using Dominion Energy data sets.
- Discussed updates to the Vacant Housing legal research study with staff from the Virginia Coastal Policy Law Center located at the College of William and Mary.

EMERGENCY SERVICES

Funding – VDEM/FEMA/Homeland Security

Project 31207 – MP/NN Mass Casualty Exercise

The 2017 Gap Analysis of the Middle Peninsula/Northern Neck's Emergency Operations Plans (EOPs), identified the need of integrating as a region, including the need for a regional exercise that would require multiple jurisdictions to carry out a coordinated response to an incident. This functional exercise will include the Middle Peninsula, will invite the Northern Neck, and will provide jurisdictions that recently purchased regional support trailers, the opportunity to deploy and use that gear in a simulated real-world event.

- Prepared and submitted quarterly financial report and reimbursement request.
- Consulted with Richard Hazel, VDEM regarding MPPDC ICAP.
- Met with Matthew Carpentier, Three Rivers Health District, to finalize the September 23rd exercise details.
- Set up a planning meeting with participating localities. The meeting will go over the goals, objectives and logistics of the exercise.
- Participated in the (VDEM) Region I Cyber Workshop at the New Kent Emergency Operations Center. The goals of the meeting were:
 - Share information on state level cyber security initiatives.
 - Develop partnerships between state and localities.
 - Identify resources and opportunities to bolster local and state cyber security through regional model.
 - Improve coordination and partnership between IT, Emergency Management, and Law Enforcement.

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.

- Prepared and submitted quarterly financial report and reimbursement request.
- Continued to review Debris Management Plans from various Virginia localities and other states.
- Completed the 5-part webinar series offered by the National Hurricane Program as a comprehensive HURREVAC course for the emergency management community. This year’s training was taught using the new web browser-based platform called HVX-HURREVAC.
 - Day 1 introduced the program’s overall purpose and basic operation.
 - Day 2 covered the program’s tools to support evacuation decisions.
 - Day 3 covered the program’s tools to support understanding of potential wind timing and intensity.
 - Day 4 covered the program’s other features to support hurricane response and decision making.
 - Day 5 demonstrated how to use HURREVAC to answer scenario-based questions.

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 Michael Aukamp, Dunham, Aukamp & Rhodes to schedule FY18 Audit Site visit.

MPPDC: Membership, Appointments, Committee Assignments, and Networks

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

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

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

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

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

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

Hurricane Evacuation Coordination Workgroup: The Hurricane Evacuation Coordination Workgroup is comprised of state and local emergency representatives tasked with finding solutions to fill in the gaps in the Commonwealth's and Locality's plans to respond to a Major Hurricane Evacuation.

Shelter Location Identification Subcommittee of the Hurricane Evacuation Coordination Workgroup: Local and state experts tasked with identifying state and local shelter locations that can meet the needs of individuals with access and functional needs. A recent federal court ruling indicates that prior knowledge of shelter locations allows for more complete personal preparedness planning.

Shelter Staffing Subcommittee of the Hurricane Evacuation Coordination Workgroup: Local and state experts tasked with recommending solutions to alleviate staffing limitations in emergency shelters.

Eastern Virginia Groundwater Management Advisory Committee (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.

Stakeholder Advisory Group for fees related to the consolidated Virginia Erosion and Stormwater Management Program: Item 8 of Chapters 68 and 758 of the 2016 Acts of Assembly directed Virginia Stormwater Management Program Authorities and Virginia Erosion and Sediment Control Program Authorities to submit information to DEQ by August 1, 2016 and directed DEQ to conduct its evaluation based on revenues and resource needs from July 1, 2014, to June 30, 2016.

Opportunities Identified to Implement Commission Priorities

Service Center	Project Title and Description	Funding Requested	Status
Environmental	NFWF TA Service Provider	n/a	Approved
Environmental	DEQ – NPS Septic Repair WQIF grants to homeowners	\$200,000	Extended
Environmental	CZM – ECO PAA Dragon Run	\$40,000	Funded
Environmental	NFWF – PAA Living Shoreline Oyster Bag Sills & Monitoring (VIMS)	\$96,637	Funded
Emergency Mgmt	VDEM – Middle Peninsula/Northern Neck Mass Casualty Functional Exercise	\$64,473	Funded
Emergency Mgmt	VDEM – Homeland Security Middle Peninsula/Northern Neck Regional Debris Mgmt Plan	\$43,000	Funded
Environmental	NAWCA Acquisitions	\$75,000	Funded
Economic Dev	CZM Legal Research	\$7,000	Submitted
Environmental	CZM FY18 Coastal TA	\$30,000	Funded
Environmental	CZM ANPDC WWF	\$10,000	Funded
Housing	VHDA – Community Impact Grant	\$30,000	Funded
Environmental	CZM ANPDC Ecotourism	\$39,263	Funded
Transportation	DRPT -FY19 TDM Operating	\$67,846	Funded
Transportation	DRPT – TDM Marketing Research and Design	\$20,000	Funded
Environmental	CZM – Coastal Technical Assistance – FY19	\$30,000	Submitted
MPCBPAA	Virginia Outdoor Foundation – Captain Sinclair Easement/Improvements	\$180,000	Approved
Environmental	CZM ANPDC Ecotourism	\$38,263	Submitted
Environmental	CZM NNPDC WWF	\$5000	Submitted
Environmental	CZM Dredging	\$50,000	Submitted
Environmental	CZM Rural Enhancement Authority	\$10,000	Submitted
Transportation	VDOT – RTP FY19	\$58,000	Funded
Local	Urbanna Comp Plan Update	\$15,000	Submitted
Emergency Mgmt	Re-Entry and Access Authorization Plans	\$44,050	Submitted
Emergency Mgmt	Regional Emergency Planner Position	\$49,500	Submitted
Environmental	Virginia CWF Funding – Living Shoreline Capitalization	\$250,000	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

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**Middle Peninsula Planning District Commission
Executive Director's Report of Regional Progress
September 20, 2018**

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

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

If there is some item that has been removed from the report that you found to be exceptionally useful and would like to have included, please let staff know.

MPPDC Staff and Contact Information

Executive Director: Lewis Lawrence

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

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

Finance Director: Beth Johnson

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

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

Planner 2: Harrison Bresee

Contact Info: hbresee@mppdc.com (804) 758-2311x26 (757) 871-2245 (cell)

Programs: *Regional Emergency Planning*

Special Projects Planner: Jackie Rickards

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

Programs: *Environmental Programs, Graphic Arts*

Planner 1: Matt Becker

Contact Info: mbecker@mppdc.com (804) 758-2311x28

Programs: *Rural Transportation Planning*

Secretary: Dawn Kirby

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

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

Funding – VDEM, MANDATES
VDEQ, localities, MPPDC General Fund

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.

- Uploaded the alternatives addendum to Virginia Hydro for Middlesex County. This addendum states *Middle Peninsula water sources should not be diverted, pro-rated, allocated, shared, distributed or given to adjacent urban areas as the demand for water increases with time, but rather should be left available to Middle Peninsula localities or future needs. To date, the addendum has been uploaded for all participating localities.*

INFORMATION RESOURCES/ASSISTANCE

- Updated www.mppdc.com website – meeting notices, reports, news releases, GoVA meetings, RFP's and MPA notices.

COASTAL COMMUNITY DEVELOPMENT/ ENVIRONMENTAL

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

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

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

- Prepared vouchers, processed A/P, reconciled bank statements. Prepared monthly financial statements.
- Assisted Michael Aukamp, Dunham, Aukamp & Rhodes and staff with FY18 Audit Site visit.
- Met with the Nature Conservancy and visited local Middle Peninsula Chesapeake Bay Public Access Authority sites for the annual on-ground monitoring of sites with easements held by the Nature Conservancy in the Middle Peninsula.
- Continued discussion with Virginia Outdoors Foundation staff regarding language for a public access conservation easement to be placed on a portion of Captain Sinclair's Recreational Area in Gloucester.

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.

- Consulted with Pam Ivey, VIMS regarding invoice.
- Consulted with Donna Milligan, VIMS regarding FieldDocs reporting.
- Responded to NFWF request to participate in stakeholder survey. Provided contact information for project partners – MPCBPAA and VIMS, Shoreline Studies.

Project 31500 - Living Shoreline Incentive Program RLF

This program provides low interest loans to homeowners to install living shorelines as defined by § 28.2-104.1 of the Code of Virginia: “Living shoreline” means a shoreline management practice that provides erosion control and water quality benefits; protects, restores or enhances natural shoreline habitat; and maintains coastal processes through the strategic placement of plants, stone, sand fill, and other structural and organic materials. Revolving loan program capitalization provided through an interest free loan from the Virginia Clean Water Revolving Loan Fund through the Virginia Resources Authority.

- Consulted with Boyd Wiley, DEQ regarding site visit. New Virginia Clean Water Financing and Assistance Program Manager, Karen Doran is interested in visiting MPPDC offices and viewing a living shoreline installation. Site visit scheduled for 10/25.
- Consulted with Mathews homeowner regarding MPPDC LSIP program. Discussed application process. Homeowner has a VCAP grant and looking to finance entire project through MPPDC and payoff 75% when grant is received.
- Convened Loan Committee to review Mathews application. Project was approved for \$23,210 for 120 months at 5% interest.
- Provided loan closing information to attorney to schedule loan closing for new Mathews project.
- Provided contractor with completion statement for completed Gloucester project.
- Consulted with homeowner and contractor regarding invoices and MPPDC check procedure.
- *Executed ACH loan payments for loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients’ bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 15th of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12th of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.*
- **Remaining uncommitted funds - \$47,834**

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.

- Closed on the Halifax acquisition of four acres located near Browns Bay. This site has extensive VDOT parking adjoining VDOT road ending offering improved public water access and tidal wetland protection.

Project 32140 – Virginia Coastal TA FY18

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.

- Reviewed documents sent from Virginia Coastal Zone Management Program regarding 508 compliance requirements for CZM final reports.
- Consulted with Gloucester County regarding submittal of an application to reconstruct an at-risk flood public structure at Captain Sinclair’s Recreational Area. FEMA’s new program is intended to add value to waterfront tax base by rebuilding qualifying at-risk flood structures with new construction under the new FEMA reconstruction grant program.
- Consulted with Laurie McCullough, CEO/Executive Director for The Great Outdoors Fund interested in providing private sector investment to rebuild public access infrastructure. Discussed various needs at the Captain Sinclair Recreational Area for a new boat ramp and possibly dredging.
- Consulted with Elizabeth Andrews, Director for the Virginia Coastal Policy Law Center regarding septic pump out and septic repair concerns and about possible potential Fall VCPC Conference topics.
- Consulted with Mathews County citizen interested in selling and/or donating significant waterfront land for a possible State Park facility. Provided the landowner with contacts at DCR to learn about how the process works.
- Consulted with Faith A. Alejandro of Sands Anderson regarding federal 508 compliance standards and reporting requirements for final deliverables funded under the Coastal Zone Management Act.
- Participated in the September 12th Fall Coastal Policy team meeting. Discussed various emerging coastal zone issues of importance to the Commonwealth: CZM Program Continuation, Planning for Coastal Partners Workshop November 14-15, Resilience issues, Aquaculture Promotion and Use Conflict Minimization, including aquaculture use conflict, re-write of Enforceable CZM Funding Issues and other matters.
- Consulted with PDC staff, CZM staff and PDC legal counsel regarding new ADA web accessibility requirements.

Project 32141 – Working Waterfront Zoning and Coastal Living Policy Development

MPPDC staff in partnership with Accomack-Northampton PDC and the Northern Neck PDC will work to develop a legislative brief for the 2018 General Assembly Session. Also staff will work with localities to develop working waterfront zoning and coastal living policy language. This work will then be shared with interested Board of Supervisors, Town Councils and the general public.

- Reviewed outreach material for localities to consider regarding preserving working waterfronts and Working Waterfront Development Areas authorized by Va. Code § 15.2-2306.1.

Project 32142 – ANPDC Ecotourism

This project is a collaboration between rural PDCs (ANPDC, NNPDC, and MPPDC) to develop and expand watertrails within each region. MPPDC staff will focus on developing watertrails on the York River, Pamunkey River, Mattaponi River and the Mobjack. MPPDC staff will also work with PDCs to create an interactive itinerary tool and to develop an overall Rural Coastal Virginia Water Trails theme/brand.

- Met with MPPDC Eco-Collaboration stakeholders on August 30th. Agenda items discussed included an introduction to the project, work completed to date, VDH sewage requirements at campsites, and a review of public waterfront property ingress and egress rules.
- Participated in a conference call hosted by Shannon Alexander, ANPDC, to discuss regional watertrail maps and how to create the consistency amongst the maps.

Project 32143 – WIP III

In support of the Chesapeake Bay Phase III Watershed Implementation Planning (WIP) efforts, the Virginia Department of Environmental Quality, in cooperation with the Chesapeake Bay Program Partnership and other state and federal partners, has made grant funds available as authorized in the federally-funded 2017 Commonwealth of Virginia Chesapeake Bay Regulatory and Accountability Program (CBRAP) Work Plan approved by EPA. Virginia's Planning District Commissions (PDCs), as authorized in the Code of Virginia (§15.2-4207), encourage and facilitate local government cooperation and state-local cooperation in addressing on a regional basis problems of greater than local significance, specifically in the functional area of environmental management. The intent of this project initiative is for each Virginia Planning District Commission (PDC) covering Chesapeake Bay watershed localities to convene locality and regional officials, staff and stakeholders to provide input and recommendations for meeting Local Area Planning Goals (LAPGs) in accordance with the DEQ-provided "Outline for Local Area Planning Goal Initiative".

- Consulted with Robert Crockett, President of Advantus Strategies, MPPDC legislative lobbyist regarding voluntary BMPs and wetland mitigation bank/nutrient mitigation bank permitting process.
- Met with Dr. Rich Williams, Three Rivers Health District concerning the use of polymers for septic tank effluent as a bonding agent to hold nitrogen and phosphorus within the drain field areas as a WIP III strategy. This would be a technology transfer approach using the science that make biosolids remain in a field or silviculture stand as a model.
- Consulted with Marcia Degen, Environmental Technical Services Manager, VDH – Environmental Health concerning various approaches to addressing drain field effluent management to reduce nitrogen and phosphorus discharging to surface water or unconfined aquifer. Discussed the use of Permeable Reactive Barriers (PRB) using sawdust as the media around gravity fed onsite drain fields to build an inexpensive inground N and P barrier. Concept has been approved as federally recognized BMP, but not in VA.
- Reviewed information submitted by Berkley Group. Submitted interim project report to V'Lent Lassiter, DEQ.
- Prepared presentation for first stakeholder meeting.
- Reviewed BMP input deck provided by DEQ.
- Reviewed Phase II WIP submittals provided by DEQ.
- Reviewed list of strategies for WIP III.
- Identified in-water BMP's that are in the list of approved BMP's.
- Held the first stakeholder meeting on August 22nd.
- Drafted notes for the first meeting and sent to all participants.
- Scheduled the second stakeholder meeting.
- Began drafting the interim report.

TRANSPORTATION

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

Project 30213 - 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

- Reviewed proposals submitted to Roanoke Valley-Allegheny Regional Commission, Ride Solutions for new state-wide ridematching software and database. Scored proposals and submitted score sheet to Jeremy Holmes, Ride Solutions.
- Consulted with Ridefinders and TRAFFIX directors regarding their experience with NuRide, one of the respondents to the RVARC RFP.
- Consulted with Alex Eguiguren, NeckRide regarding disabled King William commuter looking for carpool to Mechanicsville to meet vanpool. No match available.
- Completed and submitted Final Eligibility Form to DRPT for FY18 grant.
- Consulted with Marc Felton, Lamar Advertising regarding billboard renewals.
- Consulted with Elizabeth Swindell, Lamar Advertising regarding new billboard posters to match bus wrappers.
- ***Current commuter database – 160***

Project 30214 - Transportation Demand Management (TDM) Marketing Plan

MPPDC proposes to engage the services of a marketing firm to assist it's 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.

- Prepared and posted RFP for marketing plan consultant on MPPDC website and distributed link to local marketing company and 3 consultants on DRPT list of approved contracts.
- Consulted with Chris Arabia regarding draft RFP for consultant to provide market research and marketing plan for MPPDC TDM program. Incorporated recommended changes prior to posting RFP.
- Responded to request for more information from consultant regarding TDM Marketing Plan RFP.
- Received proposal in response to RFP from Consociate Media.

Project 30315 – 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.

- Consulted with Jackie Rickards in regards to thoughts/ideas on Waterways section of Long Range Transportation Plan (LRTP).
- Added a Water Trails section to the LRTP.
- Reviewed Shallow Draft Navigation and Sediment Management Plan for Middle Peninsula by the Army Corps of Engineers for cost estimates associated with dredging waterways in LRTP waterways section.
- Updated LRTP with VDOT Potential Safety Improvement intersections and segments.
- Updated LRTP with recommendations from VDOT Fredericksburg District Planning Office.
- Consulted with VDOT Fredericksburg District Planning Office about Bike/Ped planning and Bike/Ped resources.
- Updated LRTP with recommendations of highway improvements from 2025 Virginia State Highway Plan.
- Updated LRTP with recommendations of roadway improvements from Vtrans 2035 Surface Transportation Plan.

- Created a list of preliminary roadway improvements for each county for LRTP. The list is comprised of identified safety and congestion issues and has been distributed to staff at each county for review and will be sent to VDOT Traffic Engineering for recommendations. The list was informed by county input, VDOT Potential Safety Improvement data, VDOT crash data, VDOT traffic data, the 2025 Virginia State Highway Plan and the Vtrans 2035 Surface Transportation Plan.
- Arranged and scheduled meeting with Virginia Capital Trail Foundation, Essex County, Gloucester County, and VDOT to discuss the process the Capital Trail went through to go from idea to reality and what lessons can be learned and used during the development of the RT 17 multi-use path.
- Hosted the August Local Planners Meeting with VDOT at the MPPDC office. Sent out meeting minutes to local planners.
- Consulted with Gloucester County Environmental staff about attending September RPA determination training.
- Visited two locations that could serve as the training location for RPA determination training for September 26th Local Planners Meeting.

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.

- Consulted with Mathews client regarding need for estimate to complete application process. Client is having difficulty getting contractor to respond. Assured her that funds remain available.
- Consulted with Crystal MacWelch, Millers Septic regarding Mathews septic repair application.
- Sent applications to Essex homeowner for septic pumpout and septic repair.
- Consulted with Gloucester client regarding septic repair application.
- Closed on grant for Gloucester septic repair. Homeowner opted to pay cost-share directly to contractor. Consulted with contractor regarding downpayment options.
- Consulted with Gloucester homeowner regarding septic repair assistance. Also, referred to SERCAP for assistance with well replacement.
- Received phone call from Mathews homeowner referred by Boyd Wiley with follow-up questions. Discussed need to engage services of an AOSE for system design – for both new installations and repairs. Homeowner is looking to repair one failing system and to install a new system for new construction on the property.
- Provided loan payoff information to closing company for septic repair loan. Unsure as to whether this is for a sale of the property or a refi of the mortgage. Received notice that this has been delayed.
- Consulted with Jackie Turlington, Turlingtons Septic regarding estimate for Gloucester repair.
- Consulted with Jackie Turlington, Turlingtons Septic regarding completion statement for Gloucester repair.

- Consulted with Tammy Faulkner, Gloucester Health Department regarding repair permit.
- Convened loan committee to review 2 applications. Both Gloucester projects were approved. One for 80% funding - \$23,600 project - \$18,880 grant and \$4720 loan at 3% interest. One for 65% grant funding - \$8166 project - \$5200 grant and \$2956 loan at 3% for 60 months.
- Consulted with Gloucester client regarding loan closing process.
- Closed on Gloucester loan/grant for septic repair.
- Consulted with Tammy Faulkner, Gloucester Health Department regarding operating permit.
- *Executed ACH loan payments for septic repair loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients' bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). These payments occur on the 15th of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12th of the month to request a payment to be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans as well as collection efforts.*
- **Remaining uncommitted septic repair funding – \$82,647 in loan funds, \$75,243 in grant funds.**

ECONOMIC DEVELOPMENT

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

Project 30115 - Blue/Green Infrastructure

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

- Updated FEMA Repetitive Loss and Severe Repetitive Loss Structures Map.
- Consulted with Bob Gittler of the Economic Development Administration regarding federal funding to assist communities post hurricane should the Middle Peninsula receive catastrophic impacts from Hurricane Florence.
- Consulted with Liz Povar, Middle Peninsula Alliance and Neal Barber, Community Futures concerning biogenic reef economic development GoVirginia project submittal.

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 15th of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12th of the month to request a payment to be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.*
- **Funds available – \$139,338**

Project 30109 – 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 minutes, received response to email invite for monthly meeting and provided Liz Povar, MPA Principal Officer with the anticipated attendance.
- Researched addresses of potential investors and added to generated addressed letters using MPA and Consociate Media letterhead.
- Consulted with Scott Blossom, Blossom Engineering regarding status of Navy Cooperative Agreement. Both the Navy and homeowner have signed off on the project.
- Prepared and submitted final reimbursement request to U.S. Navy for Muses Beach shoreline stabilization project.

Project 301093 – 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.

LOCAL INITIATIVES

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

Project 380191 - Local & Regional Technical Assistance

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

- Drafted and submitted pre-applications to Virginia Department of Emergency Management (VDEM) for Flood Mitigation Assistance.
- Drafted and submitted applications to the National Fish and Wildlife Foundation.
- Submitted a Rescue Squad Assistance Fund (RSAF) grant designed to study the reasons behind and find solutions for the issues surrounding Recruitment and Retention of volunteer and paid EMS personnel in the Middle Peninsula. Grant award announcements are made in December, with a January 2019 start date for funded projects.
- Participated in the second Planning Meeting for the Rural Resiliency Forum, scheduled to take place October 23. The goal of the meeting was to start the process of creating a Rural Resiliency Framework, which could potentially help to coordinate existing programs, identify gaps, and bring innovative ideas to the forefront. Many suggestions for structure and content for the October meeting were recommended by the participants.
- Hurricane Florence related actions:
 1. Set up and held a virtual Regional Emergency Manager's meeting from the Essex County EM office to discuss locality preparations, potential EM Mutual Aid Agreement activation, and regional sharing of response and recovery assets.
 2. Participated in daily VDEM sponsored weather and situation report conference calls.
 3. Held a Satellite Telephone exercise in Mathews County for the MP Regional Talk Group.
- Submitted forms to Census Bureau for 2020 Census. MPPDC will be a part of the Participant Statistical Areas Program.
- Updated FEMA Repetitive Loss and Severe Repetitive Loss Structures Map.
- Assisted PDC Planning staff with grant proposal budgets – NFWF, FEMA, RSAG applications.

Project 31002 – GA Lobby

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

HOUSING

Funding –Housing Loan Program Income

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

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

- *Executed ACH loan payments for MPBDP loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients' bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 15th of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12th of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.*
- **Funds available = \$44,142**

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.

- Continued research on vacant and dilapidated housing across the Middle Peninsula. Received responses from interested localities within the Middle Peninsula for inclusion in a survey to better understand the relationship between vacancy, Dominion Energy services and housing stock improvements.
- Discussed possible legislative approaches that helps improve vacant housing across the Middle Peninsula with Delegate Keith Hodges.
- Discussed Dominion Energy's provided data base of accounts with no power for more than one year with Gloucester County staff and Dominion staff for clarification concerning the inclusion of renter data.

EMERGENCY SERVICES

Funding – VDEM/FEMA/Homeland Security

Project 31207 – MP/NN Mass Casualty Exercise

The 2017 Gap Analysis of the Middle Peninsula/Northern Neck's Emergency Operations Plans (EOPs), identified the need of integrating as a region, including the need for a regional exercise that would require multiple jurisdictions to carry out a coordinated response to an incident. This functional exercise will include the Middle Peninsula, will invite the Northern Neck, and will provide jurisdictions that recently purchased regional support trailers, the opportunity to deploy and use that gear in a simulated real-world event.

- Held a Mass Casualty Exercise Planning Meeting. Attendees included representatives from Middlesex County, Mathews County, Gloucester County, MPPDC, Lancaster County, and Three Rivers Health District. Agenda included Exercise Design, Exercise Logistics, and Exercise Communications. The exercise is scheduled for September 22 at the Cooks Corner Complex in Saluda, VA.

- Continued to finalize the details for the Exercise.
- Provided Valerie Avery-Birkett, Coordinator for Three Rivers Medical Reserve Corps with a list of Emergency Managers for the Middle Peninsula and Northern Neck areas.

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.

- Continued to review Debris Management Plans from various Virginia localities and other states.

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%.

- Assisted Michael Aukamp, Dunham, Aukamp & Rhodes and staff with FY18 Audit Site visit.
- Prepared and submitted annual PDC report to David Conmy, DHCD through CAMS system.
- Consulted with MPPDC IT services provider regarding back-ups and other maintenance needed prior to Hurricane Florence. Back-ups of all servers were made and the tapes sent off premises for the duration of the event.

MPPDC: Membership, Appointments, Committee Assignments, and Networks

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

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

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

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

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

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

Hurricane Evacuation Coordination Workgroup: The Hurricane Evacuation Coordination Workgroup is comprised of state and local emergency representatives tasked with finding solutions to fill in the gaps in the Commonwealth's and Locality's plans to respond to a Major Hurricane Evacuation.

Shelter Location Identification Subcommittee of the Hurricane Evacuation Coordination Workgroup: Local and state experts tasked with identifying state and local shelter locations that can meet the needs of individuals with access and functional needs. A recent federal court ruling indicates that prior knowledge of shelter locations allows for more complete personal preparedness planning.

Shelter Staffing Subcommittee of the Hurricane Evacuation Coordination Workgroup: Local and state experts tasked with recommending solutions to alleviate staffing limitations in emergency shelters.

Eastern Virginia Groundwater Management Advisory Committee (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

Service Center	Project Title and Description	Funding Requested	Status
Environmental	NFWF TA Service Provider	n/a	Approved
Environmental	DEQ – NPS Septic Repair WQIF grants to homeowners	\$200,000	Extended
Environmental	NFWF – PAA Living Shoreline Oyster Bag Sills & Monitoring (VIMS)	\$96,637	Funded
Emergency Mgmt	VDEM – Middle Peninsula/Northern Neck Mass Casualty Functional Exercise	\$64,473	Funded
Emergency Mgmt	VDEM – Homeland Security Middle Peninsula/Northern Neck Regional Debris Mgmt Plan	\$43,000	Funded
Environmental	NAWCA Acquisitions	\$75,000	Funded
Environmental	CZM ANPDC WWF	\$10,000	Funded
Housing	VHDA – Community Impact Grant	\$30,000	Funded
Environmental	CZM ANPDC Ecotourism	\$39,263	Funded
Transportation	DRPT -FY19 TDM Operating	\$67,846	Funded
Transportation	DRPT – TDM Marketing Research and Design	\$20,000	Funded
Environmental	CZM – Coastal Technical Assistance – FY19	\$30,000	Funded
MPCBPAA	Virginia Outdoor Foundation – Captain Sinclair Easement/Improvements	\$180,000	Approved
Environmental	CZM ANPDC Ecotourism	\$38,263	Submitted
Environmental	CZM NNPDC WWF	\$5000	Submitted
Environmental	CZM Dredging	\$50,000	Submitted
Environmental	CZM Rural Enhancement Authority	\$10,000	Submitted
Transportation	VDOT – RTP FY19	\$58,000	Funded
Local	Urbanna Comp Plan Update	\$15,000	Submitted
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	Submitted
Emergency Mgmt	VDH RSAF – Middle Peninsula RMS Recruitment/Retention Plan	\$17,500	Submitted
Emergency Mgmt	Gloucester County – COOP Plan	\$9,000	Submitted
Environ/Emergency	VDEM – Pre-Disaster Mitigation - Gloucester County Capt Sinclair Residential Property Mitigation	\$103,098	Submitted
Environ/Emergency	VDEM – Flood Mitigation - Gloucester County Capt Sinclair Property Mitigation	\$103,098	Submitted
Environ/Emergency	VDEM – Pre-Disaster Mitigation – Gloucester County – Nature Based Resiliency Solutions	\$132,001	Submitted
Environ/Emergency	VDEM – Flood Mitigation - Gloucester County – Nature Based Resiliency Solutions	\$132,001	Submitted
Environ/Emergency	VDEM – Pre-Disaster Mitigation – MP Reducing Flooding Impact of Repetitive Loss Structures	\$269,914	Submitted
Environ/Emergency	VDEM – Flood Mitigation - MP Reducing Flooding Impact of Repetitive Loss Structures	\$269,914	Submitted
Environmental	NFWF – Resiliency Planning and Design for Hog Island Restoration	\$132,0112	Submitted
Environmental	NFWF – Improving Coastal Resiliency Through Nature Based Solutions	\$269,914	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

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