




MEMORANDUM

TO: MPPDC Board of Commissioners

FROM: Lewis Lawrence, Executive Director 

DATE: September 23, 2020

RE: September Commission Meeting via Zoom

COMMISSIONERS

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

Town of Tappahannock
Hon. Roy M. Gladding

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

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

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

Town of West Point
Hon. James Pruett

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

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

Town of Urbanna
Hon. Diane Gravatt
Ms. Holly Gailey

Secretary/Director
Mr. Lewis L. Lawrence

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

Staff provided notice of this meeting and the means by which we are virtually gathered to members of the public on September 18, 2020 through electronic Facebook posting as well as on the MPPDC website, email distribution of notice to members, alternates, and known interested parties, including the media. This meeting will be recorded. Audio and visual recordings of the meeting and materials will be posted on the MPPDC website within 48 hours of this meeting. Any member of the public participating as an observer during the meeting may submit comments or questions at any time during the meeting via email at CSmith@MPPDC.COM or by using the online chat functions of the meeting platform. Those individuals who are observing by phone may be called upon to share questions or comments. This meeting agenda includes public comment. All comments and questions submitted during the meeting will be reviewed following the meeting and to the extent practical, responses will be provided or posted on the MPPDC website.

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

This Page Left Intentionally Blank

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

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

Meeting ID: 699 810 9642

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

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

Meeting ID: 699 810 9642

Middle Peninsula Planning District Commission Meeting

7:00 P.M.

Wednesday, September 23, 2020

125 Bowden Street

Saluda VA 23149

- I. Roll Call of Attendees and Certification of a Quorum
- II. Approval of July Minutes
- III. Approval of Financial Reports for July and August
- IV. Executive Director's Report on Staff Activities for the months of August and September
- V. MPCBPAA Update
- VI. MPPDC Public Relations/Communications Update
- VII. Public Comment

AGENDA ITEMS FOR DISCUSSION

- VIII. VDOT Bridge Weight Limitations
- IX. MPA Update – Ashley Chriscoe, MPA Vice-Chairman
- X. Other Business
- XI. Adjournment

MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

July 22, 2020

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

I. Roll Call and Certification of a Quorum

The monthly meeting of the Middle Peninsula Planning District Commission was held virtually on Wednesday, July 22, 2020, at 7:00 p.m. MPPDC Chairman Swartzwelder welcomed everyone in attendance and requested roll call. A quorum was certified as roll call determined Essex, Gloucester, King & Queen, King William, Mathews and Middlesex Counties and the Town of West Point were represented.

Commissioners Present

Essex County: Edwin "Bud" Smith, Jr., John Magruder
King William County: Travis Moskalski, Ed Moren, Otto Williams
King and Queen County: Tom Swartzwelder, Sharon Alsop
Gloucester County: Ashley Chriscoe, Michael Winebarger
Mathews County: Melissa Mason, Tim Hill, Mike Rowe
Middlesex County: Wayne Jessie, Sr., Matt Walker, Reggie Williams
Town of West Point: James Pruett

Commissioners Absent

Essex County: Don Blanton, Michael Lombardo
King and Queen County: R.F. Bailey
Gloucester County: Dr. Willy Reay, J. Brent Fedors
Middlesex County: Gordon White
Town of Urbanna: Holly Gailey, Diane Gravatt
Town of Tappahannock: Monte "Roy" Gladding

Also in Attendance

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

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. Mr. Chriscoe moved that the June Minutes be approved. Ms. Alsop seconded the motion; motion carried.

III. Approval of Financial Report for June

Chairman Swartzwelder asked whether there were any questions regarding the financial report for June before being approved subject to audit. There being no questions, Chairman Swartzwelder requested a motion to approve the financial report for June subject to audit. Mr. Smith moved to approve the financial report for June 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 the Commissioners' attention to several items:

- Consulted with Karen Duran, Karen M. Duran Clean Water Financing and Assistance Program Manager, Virginia Department of Environmental Quality (DEQ) and James Martin Chesapeake Bay Program Manager, DEQ to determine if DEQ Clean Water revolving loan funds can be used to fund shoreline projects for projects that do not qualify as a living shoreline, but also have high erosion rates. It was determined that MPPDC could apply for funding to finance shoreline stabilization for erosion control for high energy areas. MPPDC has submitted an application requesting \$250,000 in state revolving loan funds. If funded, the project will further capitalize the MPPDC Fight the Flood program.
- Consulted with the President of Garbarino Construction about participating in the Middle Peninsula Fight the Flood Program. Garbarino Construction is on of Tidewater's largest and most experience pile driving companies serving coastal Virginia and beyond.
- Consulted with Lloyd Ward, VP/Branch Manager for ESA about participating in the Middle Peninsula Fight the Flood Program. ECS provides GeoTechnical, Environment, Construction and Materials.
- Consulted with Joe Betit and Patrick Coady concerning Hydro-drone business development and participation in the MPPDC Fight the Flood Program.
- Consulted with Taylor Goodman, VP of Balzer & Associates concerning providing engineering and design services under the MPPDC Fight the Flood Program.
- Received signed contract from Go Virginia staff to initiate the GoVa Fishline project start up. Mr. Lawrence stated the application was submitted at the end of March. What was supposed to take 5 days, took 90 days. This project will be starting soon.

- Mr. Lawrence reported the Septic Pumpout program had slowed down during the pandemic and now seems to be picking back up. MPPDC was granted an additional extension to spend out this program.
- Mr. Lawrence briefed over the new Back to Business program. This program is intended to assist impacted Middle Peninsula businesses in recovering from the various hardships caused by the COVID-19 virus but not cover the normal cost of operating the business.
- Mr. Lawrence reported the Middle Peninsula All Hazards Mitigation Plan Update will be starting back up again. MPPDC staff will work with participating localities to update this mandatory plan funded by FEMA. The plan will address mitigation of several natural hazards impacting the region. Currently, the Pamunkey Tribe is looking to adopt an addendum to the MPPDC regional plan. Once adopted, the Tribe will bring it to the MPPDC to be included in the regional plan.

V. MCBPAA Update

Lewie Lawrence, MCBPAA Secretary, reported the PAA met this month and approved a draft support letter for a Go Va project that has been under way for about three years with their partners at Virginia Sea Grant (VASG) and RISE. Troy Hartley, VASG submitted a joint Region 5/6 proposal to the state board to utilize PAA holdings to help build a water management resiliency economy going forward. The proposal is asking the PAA to use potential rent value for some PAA lands to help cover the match for the joint Region 5/6 application. The way this is structured is that if funded, down the road- the PAA will be looking for companies to locate and or provide flood mitigation services in the MP, related to resiliency. This will be one of the first joint proposals submitted to the state. It has taken 7 years to get to this point.

VI. MPA Update

Ashley Chriscoe, MPA Chairman reported activities have slowed down due to COVID. The MPA is currently working on a tax situation. Once the Board is able to meet again, Mr. Chriscoe will have more to report.

VII. MPPDC Public Relations/Communications Update

Stephanie Heinatz, Consociate Media stated she will cover her activities further into the Agenda.

VIII. Public Comment

None.

IX. VDOT Smart Scale Resolution

Executive Director, Lewie Lawrence presented the Commission with two VDOT Smart Scale Resolutions for Gloucester and King William Counties. These resolutions endorse the submission of smart scale applications requesting transportation funding for eligible transportation projects. MPPDC Chairman Swartzwelder requested a

motion to approve both VDOT Smart Scale Resolutions as presented. Mr. Winebarger moved that both resolutions be approved as presented. Mr. Hill seconded the motion; motion carried.

X. Back2Business Program Demonstration

Stephanie Heinatz, Consociate Media introduced the new Back2Business Program and its website. This program is intended to assist impacted Middle Peninsula businesses in recovering from the various hardships caused by the COVID-19 virus but not cover the normal cost of operating the business. Ms. Heinatz provided an overview of the current website, the information database, and application and submission process. Submissions are currently increasing and Commissioners were encouraged to help spread the word to their local businesses owners.

XI. Fight the Flood Program Demonstration

Stephanie Heinatz, Consociate Media introduced the new Fight the Flood website and provided an overview of the purpose of the program. This program has been in development for about a year. The Fight the Flood program goals are to generate and facilitate community resiliency by addressing flooding issues while also enhancing water quality, and to encourage economic growth by targeting and attracting businesses to provide flood mitigation products and services for flood-prone properties, including shorelines and buildings. To help familiarize the Commission with one of the ways this program will help property owners fight the flood, Ms. Heinatz walked through the different elements of the newly launched Middle Peninsula Fight the Flood website. The objective of this website is to create an online marketplace to assist property owners that are facing flood waters, with the tools and funding they can use to contract with specialized businesses to assist with elevating, designing and building solutions to protect their property and Fight the Flood.

XII. Other Business

None.

XIII. Adjournment

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

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

COPY TESTE:

(Secretary)

Project Financial Report

Middle Peninsula Planning District Commission
 Period Ending: 7/31/2020

Run Date: 09/21/2020
 Run Time: 9:15:28 am
 Page 1 of 1

-----Expenditures-----								
Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30013	EE&CBG Project	4,565.00	0.00	5,068.78	(503.78)	111.04%	5,202.53	133.75
30117	Urbanna Comp Plan Update	6,250.00	0.00	6,470.10	(220.10)	103.52%	6,000.00	(470.10)
30118	MPA Staff Support	36,574.89	1,262.09	31,475.15	5,099.74	86.06%	9,344.54	(22,130.61)
30170	MPBDP Staff Support	22,374.22	189.55	23,259.71	(885.49)	103.96%	26,484.16	3,224.45
30182	Covid CARES Act	0.00	6,514.73	26,283.63	(26,283.63)	0.00%	200,000.00	173,716.37
30215	TDM Marketing	24,844.00	0.00	26,238.14	(1,394.14)	105.61%	19,264.52	(6,973.62)
30216	FY20 TDM Operating	84,807.00	7,305.08	94,832.05	(10,025.05)	111.82%	22,865.16	(71,966.89)
30217	FY21 TDM Operating	0.00	2,836.69	8,797.07	(8,797.07)	0.00%	0.00	(8,797.07)
30317	FY20 Rural Transportation Planr	72,391.00	0.00	73,701.17	(1,310.17)	101.81%	37,309.14	(36,392.03)
30420	Onsite Loan Management	179,713.02	189.55	166,638.28	13,074.74	92.72%	199,667.11	33,028.83
30428	WQIF 2016, \$183500 RLF match	216,500.00	0.00	216,154.16	345.84	99.84%	184,337.30	(31,816.86)
30450	Septic Pumpout	21,804.00	0.00	9,561.01	12,242.99	43.85%	4,045.35	(5,515.66)
31002	GA Lobby	71,787.50	0.00	56,478.84	15,308.66	78.68%	69,731.75	13,252.91
31208	MP/NN Regional Debris Manage	43,000.00	0.00	44,989.94	(1,989.94)	104.63%	47,094.45	2,104.51
31209	Re-entry Plan	44,050.00	0.00	46,531.38	(2,481.38)	105.63%	11,047.19	(35,484.19)
31210	Emergency Mgmt FY19-FY20	49,500.00	7,988.29	78,638.36	(29,138.36)	158.87%	28,367.47	(50,270.89)
31500	Living Shoreline Incentive Progr:	26,196.92	1,420.58	22,932.30	3,264.62	87.54%	39,345.53	16,413.23
32015	PAA Staff Support	12,200.00	319.71	13,619.63	(1,419.63)	111.64%	6,953.04	(6,666.59)
32017	NAWCA PAA project	75,000.00	0.00	75,362.38	(362.38)	100.48%	75,000.00	(362.38)
32018	PAA Go VA Fishline	0.00	1,899.09	8,644.84	(8,644.84)	0.00%	0.00	(8,644.84)
32144	Coastal TA FY19	69,000.00	0.00	72,902.06	(3,902.06)	105.66%	65,550.00	(7,352.06)
32145	CZM Dredging	50,000.00	0.00	51,974.25	(1,974.25)	103.95%	48,800.00	(3,174.25)
32146	ANPDC EcoTourism II	48,263.00	0.00	53,720.85	(5,457.85)	111.31%	48,263.00	(5,457.85)
32147	ANPDC Rural Enhancement Autl	5,000.00	0.00	5,038.78	(38.78)	100.78%	5,000.00	(38.78)
32148	NNPDC WWF Video	5,000.00	0.00	5,367.85	(367.85)	107.36%	7,561.07	2,193.22
32149	WIP III Update	21,500.00	0.00	23,600.22	(2,100.22)	109.77%	21,500.00	(2,100.22)
32150	CZM Extraction Fee Study	15,000.00	0.00	16,463.92	(1,463.92)	109.76%	15,000.00	(1,463.92)
32151	NFWF Ware River Landowners L	199,914.09	186.40	33,022.05	166,892.04	16.52%	14,936.13	(18,085.92)
32152	DCR Fight the Flood	56,345.26	18,675.33	77,712.73	(21,367.47)	137.92%	4,100.71	(73,612.02)
32153	Coastal TA FY20	69,000.00	1,122.64	57,993.41	11,006.59	84.05%	13,196.36	(44,797.05)
32154	ANPDC EcoTourism 3	58,333.00	2,078.49	51,514.74	6,818.26	88.31%	11,875.01	(39,639.73)
32155	DEQ Planner #16889	65,000.00	0.00	53,304.42	11,695.58	82.01%	0.00	(53,304.42)
32156	DEQ Hogg Island	0.00	323.81	929.85	(929.85)	0.00%	0.00	(929.85)
32157	NFWF Coastal Resiliency Mathe	0.00	868.16	2,851.91	(2,851.91)	0.00%	0.00	(2,851.91)
32158	DEQ CZM Coastal TA 21	0.00	1,736.30	5,703.83	(5,703.83)	0.00%	0.00	(5,703.83)
38019	FY19 Local Projects	0.00	0.00	0.00	0.00	0.00%	37,985.00	37,985.00
38020	FY20 Local Projects	222,020.00	0.00	119,118.90	102,901.10	53.65%	182,142.01	63,023.11
38021	FY21 Local Projects	0.00	4,640.50	9,440.28	(9,440.28)	0.00%	45,514.00	36,073.72
38801	Hole in Wall Dredging Project	129,395.00	1,204.24	31,066.62	98,328.38	24.01%	0.00	(31,066.62)
38802	Davis Creek Dredging Project	132,128.00	1,204.24	32,225.08	99,902.92	24.39%	0.00	(32,225.08)
38803	Aberdeen Creek Dredging Proje	117,528.00	1,597.49	15,998.82	101,529.18	13.61%	0.00	(15,998.82)
38804	Timberneck Creek Dredging Pro	115,328.00	1,597.48	16,141.17	99,186.83	14.00%	0.00	(16,141.17)
38805	VPA Dredging Business Plan	0.00	133.80	2,617.93	(2,617.93)	0.00%	0.00	(2,617.93)
38806	VPA Cedarbush (Gloucester)	0.00	5,394.66	17,690.48	(17,690.48)	0.00%	0.00	(17,690.48)
38807	VPA Parrots Creek (Middlesex)	0.00	4,077.62	13,734.73	(13,734.73)	0.00%	0.00	(13,734.73)
38808	VPA Winter Harbor (Mathews)	0.00	3,901.02	13,135.23	(13,135.23)	0.00%	0.00	(13,135.23)
Totals:		2,370,311.90	78,667.54	1,818,947.03	551,364.87	76.74%	1,513,482.53	(305,464.50)

Balance Sheet by Category

Middle Peninsula Planning District Commission
 Period Ending: 7/31/2020
 Format: 1 Board

Run Date: 9/21/20
 Run Time: 9:16:10 am
 Page 1 of 1

Assets:

Not Assigned to a Code	11,666.67
Cash in Bank	150,829.03
Cash in Bank, Restricted	386,790.70
Receivables	161,568.57
Property & Equipment	6,937.93
Prepaid Pension (Deferred Outflows)	13,015.24

Assets:	\$730,808.14
----------------	---------------------

Liabilities:

Accounts Payable	28,093.87
VRA Loan Payables	306,409.67
Payroll Withholdings	(218.18)
Accrued Leave	45,754.63
Deferred Inflows (VRS)	157,347.00
Net Pension Liabilities	22,476.00
Cost Allocation Control	(581,957.20)

Liabilities:	\$(22,094.21)
---------------------	----------------------

Equity:

Not Assigned to a Code	(15,172.83)
Local Initiatives/Information Resources	182,919.25
Economic Development	12,450.00
Transportation Programs	(12,767.77)
Emergency Management Projects	(26,021.61)
Onsite Repair & Pumpout	5,091.94
Housing	398.75
Coastal Community & Environmental	44,142.15
Public Access Auth Programs	9,610.10
Mandates	0.01
Temporarily Restricted	177,307.09
General Fund Balance	374,945.27

Equity:	\$752,902.35
----------------	---------------------

Total Liabilities and Equity	\$730,808.14
-------------------------------------	---------------------

Balance:	\$0.00
-----------------	---------------

Agencywide R&E by Category

Middle Peninsula Planning District Commission
 Period Ending: 7/31/2020
 Format: 1 Agencywide R&E

Run Date: 9/21/2020
 Run Time: 9:16:37 am
 Page 1 of 1

Without Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Over	% Bud
Revenues					
Local Annual Dues	0.00	22,757.00	22,757.00	(22,757.00)	0.00%
Miscellaneous Income	0.00	146.93	146.93	(146.93)	0.00%
RevolvingLoan Program Income	0.00	778.00	778.00	(778.00)	0.00%
Revenues	0.00	23,681.93	23,681.93	(23,681.93)	0.00 %
Expenses					
Personnel	0.00	42,208.89	42,208.89	(42,208.89)	0.00%
Contractual	0.00	18,206.00	18,206.00	(18,206.00)	0.00%
Miscellaneous	0.00	1,648.00	1,648.00	(1,648.00)	0.00%
	0.00	16,604.65	16,604.65	(16,604.65)	0.00%
Expenses	0.00	78,667.54	78,667.54	(78,667.54)	0.00 %
Agency Balance	0.00	(54,985.61)	(54,985.61)		

This Page Left Intentionally Blank

Project Financial Report

Middle Peninsula Planning District Commission
 Period Ending: 8/31/2020

Run Date: 09/16/2020
 Run Time: 4:49:51 pm
 Page 1 of 1

----- Expenditures -----								
Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30013	EE&CBG Project	4,565.00	(2.03)	5,061.76	(496.76)	110.88%	5,202.53	140.77
30117	Urbanna Comp Plan Update	6,250.00	19.93	6,470.89	(220.89)	103.53%	6,000.00	(470.89)
30118	MPA Staff Support	36,574.89	694.85	30,135.05	6,439.84	82.39%	9,344.54	(20,790.51)
30170	MPBDP Staff Support	22,374.22	(0.23)	23,069.23	(695.01)	103.11%	26,484.16	3,414.93
30182	Covid CARES Act	0.00	12,809.35	19,762.27	(19,762.27)	0.00%	200,000.00	180,237.73
30215	TDM Marketing	24,844.00	(2,445.30)	26,227.70	(1,383.70)	105.57%	19,264.52	(6,963.18)
30216	FY20 TDM Operating	84,807.00	8,862.25	87,453.35	(2,646.35)	103.12%	22,865.16	(64,588.19)
30217	FY21 TDM Operating	0.00	2,629.90	5,944.69	(5,944.69)	0.00%	0.00	(5,944.69)
30317	FY20 Rural Transportation Planr	72,391.00	(77.22)	73,109.17	(718.17)	100.99%	37,309.14	(35,800.03)
30420	Onsite Loan Management	179,713.02	(14.34)	165,158.51	14,554.51	91.90%	197,851.00	32,692.49
30428	WQIF 2016, \$183500 RLF match	216,500.00	(3.73)	216,151.78	348.22	99.84%	184,337.30	(31,814.48)
30450	Septic Pumpout	21,804.00	6.07	9,551.82	12,252.18	43.81%	4,045.35	(5,506.47)
31002	GA Lobby	71,787.50	0.00	56,478.84	15,308.66	78.68%	69,731.75	13,252.91
31208	MP/NN Regional Debris Manage	43,000.00	51.80	44,951.20	(1,951.20)	104.54%	47,094.45	2,143.25
31209	Re-entry Plan	44,050.00	48.99	46,417.00	(2,367.00)	105.37%	11,047.19	(35,369.81)
31210	Emergency Mgmt FY19-FY20	49,500.00	8,360.90	70,663.56	(21,163.56)	142.75%	28,367.47	(42,296.09)
31500	Living Shoreline Incentive Progr:	26,196.92	1,104.25	21,493.85	4,703.07	82.05%	38,625.22	17,131.37
32015	PAA Staff Support	12,200.00	243.36	13,267.28	(1,067.28)	108.75%	6,953.04	(6,314.24)
32017	NAWCA PAA project	75,000.00	(16.68)	75,351.68	(351.68)	100.47%	75,000.00	(351.68)
32018	PAA Go VA Fishline	0.00	4,513.65	6,732.81	(6,732.81)	0.00%	0.00	(6,732.81)
32144	Coastal TA FY19	69,000.00	(39.00)	72,664.69	(3,664.69)	105.31%	65,550.00	(7,114.69)
32145	CZM Dredging	50,000.00	74.60	51,965.52	(1,965.52)	103.93%	48,800.00	(3,165.52)
32146	ANPDC EcoTourism II	48,263.00	44.59	53,702.85	(5,439.85)	111.27%	48,263.00	(5,439.85)
32147	ANPDC Rural Enhancement Autl	5,000.00	(1.41)	5,031.69	(31.69)	100.63%	5,000.00	(31.69)
32148	NNPDC WWF Video	5,000.00	0.79	5,365.43	(365.43)	107.31%	7,561.07	2,195.64
32149	WIP III Update	21,500.00	55.86	23,597.04	(2,097.04)	109.75%	21,500.00	(2,097.04)
32150	CZM Extraction Fee Study	15,000.00	(1.65)	16,427.91	(1,427.91)	109.52%	15,000.00	(1,427.91)
32151	NFWF Ware River Landowners L	199,914.09	209.12	32,826.31	167,087.78	16.42%	14,936.13	(17,890.18)
32152	DCR Fight the Flood	56,345.26	11.23	58,972.83	(2,627.57)	104.66%	4,100.71	(54,872.12)
32153	Coastal TA FY20	69,000.00	329.96	56,737.45	12,262.55	82.23%	13,196.36	(43,541.09)
32154	ANPDC EcoTourism 3	58,333.00	3,055.22	49,475.57	8,857.43	84.82%	11,875.01	(37,600.56)
32155	DEQ Planner #16889	65,000.00	114.57	53,379.69	11,620.31	82.12%	0.00	(53,379.69)
32156	DEQ Hogg Island	0.00	230.05	605.07	(605.07)	0.00%	0.00	(605.07)
32157	NFWF Coastal Resiliency Mathe	0.00	964.05	1,978.53	(1,978.53)	0.00%	0.00	(1,978.53)
32158	DEQ CZM Coastal TA 21	0.00	1,928.15	3,957.09	(3,957.09)	0.00%	0.00	(3,957.09)
38019	FY19 Local Projects	0.00	0.00	0.00	0.00	0.00%	37,985.00	37,985.00
38020	FY20 Local Projects	222,020.00	751.50	118,992.35	103,027.65	53.60%	182,053.50	63,061.15
38021	FY21 Local Projects	0.00	19.00	4,799.96	(4,799.96)	0.00%	22,757.00	17,957.04
38801	Hole in Wall Dredging Project	129,395.00	1,010.58	29,803.23	99,591.77	23.03%	0.00	(29,803.23)
38802	Davis Creek Dredging Project	132,128.00	1,005.85	30,958.65	101,169.35	23.43%	0.00	(30,958.65)
38803	Aberdeen Creek Dredging Proje	117,528.00	1,778.05	14,363.45	103,164.55	12.22%	0.00	(14,363.45)
38804	Timberneck Creek Dredging Pro	115,328.00	1,777.45	14,505.44	100,822.56	12.58%	0.00	(14,505.44)
38805	VPA Dredging Business Plan	0.00	2,327.08	2,483.44	(2,483.44)	0.00%	0.00	(2,483.44)
38806	VPA Cedarbush (Gloucester)	0.00	5,959.59	12,263.47	(12,263.47)	0.00%	0.00	(12,263.47)
38807	VPA Parrots Creek (Middlesex)	0.00	4,866.88	9,631.73	(9,631.73)	0.00%	0.00	(9,631.73)
38808	VPA Winter Harbor (Mathews)	0.00	4,651.43	9,209.93	(9,209.93)	0.00%	0.00	(9,209.93)
Totals:		2,370,311.90	67,909.31	1,737,151.76	633,160.14	73.29%	1,488,100.60	(249,051.16)

Balance Sheet by Category

Middle Peninsula Planning District Commission
 Period Ending: 8/31/2020
 Format: 1 Board

Run Date: 9/16/20
 Run Time: 4:50:44 pm
 Page 1 of 1

Assets:

Not Assigned to a Code	11,666.67
Cash in Bank	274,771.81
Cash in Bank, Restricted	386,832.72
Receivables	158,107.24
Property & Equipment	6,937.93
Prepaid Pension (Deferred Outflows)	13,015.24

Assets:	\$851,331.61
----------------	---------------------

Liabilities:

Accounts Payable	16,516.34
VRA Loan Payables	306,409.67
Payroll Withholdings	(145.06)
Accrued Leave	45,754.63
Deferred Inflows (VRS)	157,347.00
Net Pension Liabilities	22,476.00
Cost Allocation Control	4,059.78

Liabilities:	\$552,418.36
---------------------	---------------------

Equity:

Not Assigned to a Code	55,757.24
Local Initiatives/Information Resources	108,359.27
Economic Development	(16,360.22)
Transportation Programs	(107,351.28)
Emergency Management Projects	(75,522.23)
Onsite Repair & Pumpout	(4,225.06)
Housing	(98.01)
Coastal Community & Environmental	(207,233.04)
Public Access Auth Programs	(6,665.79)
Mandates	0.01
Temporarily Restricted	177,307.09
General Fund Balance	374,945.27

Equity:	\$298,913.25
----------------	---------------------

Total Liabilities and Equity	\$851,331.61
-------------------------------------	---------------------

Balance:	\$0.00
-----------------	---------------

Agencywide R&E by Category

Middle Peninsula Planning District Commission
 Period Ending: 8/31/2020
 Format: 1 Agencywide R&E

Run Date: 9/16/2020
 Run Time: 4:51:22 pm
 Page 1 of 1

Without Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Over	% Bud
Revenues					
Local Match	0.00	0.00	24,021.87	(24,021.87)	0.00%
Local Annual Dues	135,099.00	0.00	157,856.00	(22,757.00)	116.84%
Local Other Revenues	40,446.00	200,000.00	233,132.00	(192,686.00)	576.40%
Local Other Organizations	21,044.00	0.00	12,097.58	8,946.42	57.49%
State Revenues	441,863.00	0.00	100,775.10	341,087.90	22.81%
Federal Revenues	526,216.00	0.00	219,634.72	306,581.28	41.74%
Miscellaneous Income	13,000.00	102.60	13,986.42	(986.42)	107.59%
RevolvingLoan Program Income	14,500.00	773.69	62,409.98	(47,909.98)	430.41%
Revenues	1,192,168.00	200,876.29	823,913.67	368,254.33	69.11 %
Expenses					
Personnel	362,048.00	38,501.94	478,065.29	(116,017.29)	132.04%
Communications	1,131.00	0.00	34.16	1,096.84	3.02%
Equipment & Supplies	1,400.00	299.98	1,049.57	350.43	74.97%
Travel	3,500.00	67.16	6,559.29	(3,059.29)	187.41%
Professional Development	13,210.00	1,200.00	5,023.50	8,186.50	38.03%
Contractual	521,315.00	1,464.00	303,610.09	217,704.91	58.24%
Miscellaneous	41,196.00	7,507.60	28,666.16	12,529.84	69.58%
Regional Share	0.00	0.00	24,021.87	(24,021.87)	0.00%
	0.00	18,868.63	225,074.90	(225,074.90)	0.00%
Expenses	943,800.00	67,909.31	1,072,104.83	(128,304.83)	113.59 %
Agency Balance	248,368.00	132,966.98	(248,191.16)		

This Page Left Intentionally Blank

**Middle Peninsula Planning District Commission
Executive Director's Report of Regional Progress
August 26, 2020**

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

MPPDC Staff and Contact Information

Executive Director: Lewis Lawrence

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

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

Deputy Director: Curt Smith

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

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

Chief Financial Officer: Heather Modispaw

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

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

Special Projects Planner: Jackie Rickards

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

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

Executive Assistant: Dawn Mantell

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

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

INFORMATION RESOURCES/ASSISTANCE

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

COASTAL COMMUNITY DEVELOPMENT/ ENVIRONMENTAL

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

Project 31500 - Living Shoreline Incentive Program RLF

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

- Working with VRA for closing of the new loan for FY 2021.
- Processing application from Deltaville Boatyard and Marina for Living Shoreline assistance.
- Executed all documents required for MPPDC to close of the second Virginia Resource Authority loan to fund the MPPDC Living Shoreline revolving loan program.
- *Executed ACH loan payments for loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients' bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 15th of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12th of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.*
- ***Revolving uncommitted funds - \$230,012.***

Project 32151 – NFWF Landowners Living Shorelines & Shoreline Management

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

- Coordinated with VIMS staff on project design.

Project 32154 – ANPDC Eco Tourism III

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

- Staff attended the RCVA monthly reporting call and Marketing Plan Development call on August 6, 2020. At this meeting topics discussed included monthly website updates for July, Web site Metrics, blog posts, and email marketing. Additionally, reviewed the draft RCVA Water Trails 36—month Marketing Strategy.
- Updated 3 of the 5 MPCBPAA EcoTourism Documents. Updates included adding information about watertrails in the region, new MPCBPAA site, and refined guidance language for applicants.
- Added a watertrail on Middle Peninsula regional watertrail maps on Hoskins Creek off the Rappahannock.

- Attended a meeting hosted by the Virginia Oyster Trail to review and prepare for VOT trainings.
- Attended and presented at the Virginia Oyster Trail (VOT) Training on August 19th to review the Virginia Water Trails website and new online tools developed by VOT for local businesses.
- Submitted an application to the DHCD Community Launch Program to encourage the development of Eco businesses on MPCBPAA public land.
- Contacted the National Maritime Training Center requesting the number of six pack charter boat licenses issued within the six-county region of the Middle Peninsula. Was ultimately directed to the Virginia Marine Resources Commission for cross-referencing against fishery data sets to extract out vessels which have a charter boat six pack license.

Year	License	County						Total
		Essex	Gloucester	King & Queen	King William	Mathews	Middlesex	
2018	>6-pack Charter Boat	1	1	0	0	0	4	6
	6-pack Charter Boat	0	5	0	3	5	11	24
	Guide License	0	0	0	0	0	0	0
2019	>6-pack Charter Boat	1	1	0	0	0	4	6
	6-pack Charter Boat	0	7	0	3	5	9	24
	Guide License	0	1	0	0	0	1	2
2020	>6-pack Charter Boat	1	1	0	0	0	4	6
	6-pack Charter Boat	0	4	0	2	5	5	16
	Guide License	0	0	0	0	0	0	0

- Participated in Rural Coastal Virginia (RCVA) Ecotourism Steering Committee meetings (virtual) on August 6 and September 3.
- Participated in RCVA 3-year Marketing Strategy and Action Plan meetings (virtual) on August 6 and September 3. Collaborated in the grant application from the Virginia Tourism Council.
- Added four water trails on the Rappahannock River to the map. Requested a water trail on the Piankatank River.
- Reviewed and approved Virginia Certified Ecotour Guide recertification guidelines.
- Updated all MPPDC Public Access Authority EcoTourism Program documents.
- Reviewed the Ecotourism Economic Analysis from Chmura and requested additional information.
- Drafted MPPDC section of Semi-Annual Progress Report.

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

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

- Prepared proposed 2021 annual scope of services to submit to DEQ by September 30.
- Attended FEMA and VDEM training webinars to learn how the new BRIC grant will operate.
- Started developing FEMA BRIC grant proposals.

Project 32153 – Virginia Coastal TA FY20

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

- Participated in FEMA Building Resilient Infrastructure and Communities informational webinar.
- Assisted Gloucester property owner interested in Living Shoreline RLF program.

- Convened multiple local government administrators' meetings during the month of August (Aug 7, 14,21,28) with Dr. Rich Williams, Director Three Rivers Health District to discuss pandemic related issues.
- Discussed flood mitigation issues with multiple Gloucester and Mathews residents regarding revolving loan funding and storm damage.
- Consulted with Karen Doran, DEQ Clean Water Financing and Assistance Program Manager for the DEQ Virginia Clean Water Financing program regarding submittal of an application requesting funding to establish a stormwater BMP revolving loan program to address shoreline erosion issues.
- Consulted with local government administrators regarding identification and prioritization of rivers in need of dredging for inclusion in the Middle Peninsula Virginia Port Authority business model dredging feasibility study.
- Consulted with Bay Design President Bay Jamie Pruett on matters related to Fight the Flood business participation.
- Responded to a constituent interested in moving to the Middle Peninsula, but has concerns related to flooding. Provided information related to flood zone and connected the applicant with a real estate agent.
- Consulted with representatives from FEMA and DCR regarding VDOT flood plain permitting requirements and the expectation that local governments are to bring criminal charges against the Attorney General of the Commonwealth on behalf of the Virginia Department of Transportation for violating local floodplain ordinance requirements. DCR staff ultimately capitulated and rescinded the requirement to enforce the local flood plain ordinance requirements on VDOT.
- Consulted with VMRC staff regarding the replacement of the Captain Sinclair's dilapidated public fishing pier and making application requesting funding to preplace the pier.
- Received questions from multiple citizens across the Middle Peninsula regarding public hunting opportunities on land owned by the Middle Peninsula Chesapeake Bay Public Access Authority.
- Consulted with representatives from Virginia Resources Authority regarding loan closing for the MPPDC Living Shoreline loan #2 and discussed loan forgiveness terms for granting forgiveness.
- Received a call from an owner of a 100-acre nontidal wetland mitigation bank desiring to donate the wetlands area to the middle Peninsula Chesapeake Bay Public Access Authority. Working with the owner on access questions.
- Presented an application to the VMRC RFAB Board requesting funding to rebuild the Captain Sinclair's public fishing pier.
- Participated in a call with Dept of Housing and Community Development regarding the King and Queen Telehealth Go Virginia grant application. Discussed various DHCD funding programs that may assist either the development of the Business Innovation Center, including resiliency planning as well as a telehealth wing.
- Consulted with Ann Phillips, Special Assistant to the Governor for Coastal Adaptation and Protection related to regional authorities and the ability to manage flood related programs.
- Consulted with Essex County Countryside Alliance regarding protected lands map to be produced for publication for the 2021 year.
- Consulted with Robert Brooks, MPPDC loan closing attorney regarding placing a lien on a corporation to secure and collateralized a living shoreline revolving loan.
- Consulted with an absentee landowner from Gloucester County desiring to donate approximately 20 acres to the Middle Peninsula Chesapeake Bay Public Access Authority for outdoor recreation

- Met with Andrew Sweeny, a King and Queen boy scout in need of an Eagle Scout project on lands managed by the Middle Peninsula Chesapeake Bay Public Access Authority.
- Consulted Catherine Shankles, Assistant Attorney General regarding a public access landing located in Gloucester County of which no public deed can be located. Provide guidance to Gloucester.

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

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

- Completed channel characterization surveys including bathymetric survey and sediment coring.
- Research and identify possible options for beneficial reuse of dredge material.
- Coordinate potential studies/research for innovative alternatives for beneficial use of dredge material.
- Respond to inquiries from other PDCs interested in Waterway Maintenance Funding.

Project 38802 –Davis Creek Dredging Design

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

- Completed channel characterization surveys including bathymetric survey and sediment coring.
- Coordinate with US Army Corps of Engineers regarding categorical permission in federally authorized channels.
- Continued research on beneficial use placement strategies. Coordinated with VIMS Shoreline Studies Program on consolidating of project work.
- Coordinate potential studies/research for innovative alternatives for beneficial use of dredge material.
- Respond to inquiries from other PDCs interested in Waterway Maintenance Funding.

Project 38803 – Aberdeen Creek Dredging Design

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

- Completed channel characterization surveys including bathymetric survey and sediment coring.
- Continued research on beneficial use placement strategies. Coordinated with VIMS Shoreline Studies Program on consolidating of project work.
- Coordinated a series of calls with the Dept. of Conservation & Recreation Regarding the use of State Park lands for dredge material placement and storage.
- Coordinate potential studies/research for innovative alternatives for beneficial use of dredge material.
- Respond to inquiries from other PDCs interested in Waterway Maintenance Funding.

Project 38804 –Timberneck Creek Dredging Design

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

- Completed channel characterization surveys including bathymetric survey and sediment coring.
- Coordinated a series of calls with the Dept. of Conservation & Recreation Regarding the use of State Park lands for dredge material placement and storage.

- Respond to inquiries from other PDCs interested in Waterway Maintenance Funding.

Project 38805 – Local Government Dredging Implementation Business Plan Development

- Coordinate contract and service agreements for FY21 VA Port Authority Waterway Maintenance Funding award.
- Facilitate prioritization and selection of 15 channels to be targeted for shoaling characterization.
- Begin developing draft Request for Qualifications for plan consultant.
- Coordinate potential studies/research for innovative alternatives for beneficial use of dredge material.
- Respond to inquiries from other PDCs interested in Waterway Maintenance Funding.

Project 38806 – Cedarbush Creek Dredging Design

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

- Coordinate contract and service agreements for FY21 VA Port Authority Waterway Maintenance Funding award.
- Coordinate potential studies/research for innovative alternatives for beneficial use of dredge material.
- Respond to inquiries from other PDCs interested in Waterway Maintenance Funding.

Project 38807 – Parrots Creek Dredging Design

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

- Coordinate contract and service agreements for FY21 VA Port Authority Waterway Maintenance Funding award.
- Coordinate potential studies/research for innovative alternatives for beneficial use of dredge material.
- Respond to inquiries from other PDCs interested in Waterway Maintenance Funding.

Project 38808 – Winter Harbor Dredging Design

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

- Coordinate contract and service agreements for FY21 VA Port Authority Waterway Maintenance Funding award.
- Coordinate potential studies/research for innovative alternatives for beneficial use of dredge material.
- Respond to inquiries from other PDCs interested in Waterway Maintenance Funding.

Project 320152 - Staff Support to Middle Peninsula Chesapeake Bay Public Access Authority (MPCBPAA)

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

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

Project 320180 –NFWF Mathews Living Shorelines

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

- Identified and prioritized properties to target. Starting with a map of shoreline degradation issues, we identified owners of neighboring parcels. We were looking for three to four adjacent parcels at the site of each issue to target for a community restoration project. We identified four clusters of parcels and prioritized them for the outreach campaign.
- Drafted contractor procurement language to enable selecting one or two firms willing to learn the shoreline restoration process developed by VIMS for addressing water quality and resilience.

Project 32156 – CZM Hog Island Resilience Design

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

- Develop draft shoreline management designs.

Project 32018 – GoVa Fish Line

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

- Consulted with Stephen Versen, Program Manager Office of Agriculture and Forestry Development regarding the fish line Go Virginia grant application and questions related to coordinating seafood and agricultural product resale.
- Conducted project kick off meeting with all project partners. Obtained signed contracts for services necessary from vendors to initiate the project.

TRANSPORTATION

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

Project 30217 - 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.
- Held multiple discussions with Kathy Molin regarding FY21 TDM award.
- Updated performance data into DRPT OLGA website for FY20.
- **Current commuter database – 394**
- **Number of Commuters with logged alt mode trips in July – 75**
- **Number of logged alt trips in July – 156**
- **Reduced miles (VMT) in July – 2,046**
- **Commuter Savings in July – \$1,177**

Project 30318 – 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.

- Coordinated the August Regional Planners Meeting.
- Attended the Planners Roundtable Meeting on August 26th. Topics of discussion included:
 - Nutrient Bank Presentation
 - Floodplain Management Presentation
 - Broadband construction in VDOT ROW
 - Regional Bike Trail Planning
 - Regional Bridge Study
 - VA Wildlife Corridor Action Plan development update
 - Local ordinances regulating placement of broadband structures on private property.

Next meeting scheduled for September 30, 2020

- Assisted Gloucester and King William with SmartScale applications.
- Conceptualize inventory of VDOT roads connecting to navigable waterways.
- Monitor federal legislation related to infrastructure funding.
- Participated in Commonwealth Transportation Board meeting.
- Participated in meeting of Joint Commission on Transportation Accountability.
- Initialize planning effort regarding bridge deficiencies in region.
- Facilitate discussions between VDCR, VDOT and localities regarding local floodplain management responsibilities regarding construction and maintenance of roads within floodplains.
- Submitted final FY20 quarterly financial report and reimbursement request to Stephen Haynes and Linda LaSut, VDOT.
- Reviewed the 2040 Long Range Transportation Plan to become familiar with the region's transportation needs.
- Reviewed and became familiar with VDOT's Six Year Improvement Plan (SYIP) and VDOT's SmartScale program.
- Regional Bicycle/Pedestrian Plan: began preliminary data collection to have local partners identify local landmarks and assets to serve as trail destinations.
- Planned to attend 2020 VTRANS Virtual Workshop but was postponed until further notice. Reached out to Chris Wichman for an update on the rescheduled workshop.
- Contacted VDOT staff for information on weight-restricted bridges in the MPPDC region. Local Residency staff passed the request to Local Assistance Division for data request.
- Located VDOT's Bridges and Culverts dataset and identified the 17 bridges in the MPPDC with weight restrictions.
- Mapped the location using VDOT's Bridge and Culverts dataset and identified the condition of these bridges.
- Attended the VDOT Performance Metrics and Project Scheduling Webinar (September 1, 2020) to become familiar with VDOT Dashboard, VDOT resources, including VDOT staff and project coordinators, and Non-VDOT Administered Projects.

ONSITE REPAIR & PUMPOUT

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

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

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

- Continuing to receive phone calls from homeowners and contractors regarding assistance for septic repairs. Discussed our program and application process.
- *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 \$31,453 in loan funds – \$0 in grant funds.**

Project 30450 – Septic Pumpout Program

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

- Advised homeowner on Facebook where to find our program application.
- Received incomplete application from King & Queen County resident.
- Mailed King & Queen County applicant an incomplete application form requesting income verification and County signature certifying applicants home is located in a Chesapeake Bay Preservation Area.
- Received incomplete application once again from King & Queen County applicant. Mailed request for income verification and County signature certifying applicants home is located in a Chesapeake Bay Preservation Area.
- Received voicemail from Gloucester County resident requesting septic pumpout application.
- Mailed septic pumpout application to Gloucester County resident as requested.
- Received incomplete application again from King & Queen County applicant. Attempted to contact applicant by phone on several occasions but no one answered and voicemail wasn't set up. Mailed applicant once again with a more simplified request for her social security statement and to have the county sign her application before we can move forward with the application process.
- Contacted King & Queen County applicant on 3 more occasions concerning incomplete application and the verifications needed to process application. Still no answer and voicemail not available.
- Returned incomplete King & Queen County application to applicant along with explanation as to getting it signed by the county to state the property on the application is located in a Chesapeake Bay preservation area.
- Received voicemail from Nicole at the Salvation Army concerning septic pumpout funding availability. 22

- Returned call from Nicole at the Salvation Army and left voicemail stating septic pumpout funds are still available and the verifications needed to accompany an application.
- Received email from Nicole at the Salvation Army notifying our office she has provided her client with a septic pumpout application to be mailed to our office for review.
- Received voicemail from Gloucester County resident with questions concerning the septic pumpout application process and required verifications.
- Returned call from Gloucester County resident and answered questions concerning the septic pumpout application process, required verifications, how to download and return application electronically due to COVID-19.
- Received septic pumpout application from Gloucester County resident.
- Approved Gloucester County septic pumpout application and mailed voucher.

- **Septic Pumpouts as of August 19, 2020**

Applications Mailed	90
Incomplete Applications	05
Approved Applications	49
Vouchers Issued	49
Completions	36

- **Pumpout Vouchers by County**

Essex	13
Gloucester	08
King and Queen	11
King William	08
Mathews	03
Middlesex	06

ECONOMIC DEVELOPMENT

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

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

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

- Prepared vouchers, processed A/P, processed deposits and balanced bank account. Prepared monthly financial statements.
- Coordinating removal of signer from MPA account at C&F bank.
- Working with Shantel Eilenfeld of BHT, Inc providing information and documentation for the filing of MPA taxes.
- Updated MPA SAMS Registration.

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* 23

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 – \$143,066**

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 380201 - Local & Regional Technical Assistance

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

- Developed a presentation for the Virginia Recreational Fishing Advisory Board meeting on August 10th regarding the application submitted in early summer to reconstruct the fishing pier at the Captain Sinclair Recreational Area.
- Began to fill out the JPA for the reconstruction of the fishing pier at the Captain Sinclair Recreational Area.
- Review and conceptualize proposals for various CARES funding programs.
- Coordinate migration of PDC network with PDC IT staff.
- Coordinate FY21 work plan for Berkley Group staff.
- Launch new project management framework for staff using Microsoft Teams.
- Develop map of conserved lands in Essex County for the Essex County Conservation Alliance.
- Prepare PDC annual report for submission to VDHCD.
- Consulted with Ashley Chriscoe, Vice Chairman of the Middle Peninsula Alliance regarding corporate and financial issues facing MPA.
- Consulted with both Sands Anderson for legal assistance and a BHT CPA regarding financial issues facing Middle Peninsula Alliance.
- Consulted numerous times with Go Virginia Region 6 staff regarding contractual and financial reporting matters for Middle Peninsula Alliance.

Project 380202 KQ Tele Health

- Developed a draft Tele Health contract for professional services to develop a feasibility study after consultation with Dr. Rich Williams, Director of Three Rivers Health District. King and Queen County Board of Supervisors will consider how best to approach identifying the team for conducting the study.

Project 301820 – COVID Cares Act

- Participated in a Virginia Association of Planning District Commissions special call to discuss the MPPDC back to business program. Presented to VAPDC how the program works and who has been using the program.
- Responded to inquiries from local government elected officials and various citizens with questions about the Back to Business program.

- Conferred with staff concerning updating previous Back to Business application review with requested information.
- Emailed Stephanie Heintz, Consociate Media and MPPDC Executive Director, Lewie Lawrence with questions concerning confirmation upon Back to Business application submission.
- Received email from Karen Dutro, Executive Director of Network Peninsula with questions regarding non-profit applicants and Back to Business grant program. Forwarded to Neal Barber, Program Manager for assistance.
- Received email from Karen Dutro, Executive Director of Network Peninsula in regards to a missed call from Neal Barber, Project Manager. Forwarded email to Project Manager for follow-up.
- Mailed Back to Business information cards to all local government administrators.
- Added link to Back to Business website to MPPDC website home page in order to access information and application.
- Corresponded with staff concerning increase in phone calls from interested applicants looking for pre-approval of prospective purchases.
- Received \$100,000 each from Essex and Mathews Counties and deposited in the bank.

Project 301821 – Back to Business – Essex County

- Received and reviewed Essex County Back to Business application and forwarded on to staff for further review.
- Received and reviewed Town of Tappahannock Back to Business application and forwarded on to staff for further review.
- Received \$100,000 from Essex County and deposited in the bank.
- Reimbursed two applications for approved COVID related expenses.

Project 301822 – Back to Business – Gloucester County

- Received and reviewed Gloucester County Back to Business application and forward to staff for further review.
- Received and reviewed Gloucester County Back to Business application and forward on to staff for further review.
- Received and reviewed Gloucester County Back to Business application and forward on to staff for further review.
- Received email from Gloucester County business owner requesting telephone conversation.
- Contacted Gloucester County business owner as requested and answered questions concerning Back to Business application process.
- Received and reviewed Gloucester County Back to Business application and forwarded on to staff for further review.
- Received and reviewed Gloucester County Back to Business application and forwarded on to staff for further review.
- Returned phone call from 2 Gloucester County Back to Business applicants verifying their application was received.

- Received and reviewed Gloucester County Back to Business application and forwarded on to staff for further review.
- Received information second reviewer requested from Gloucester County applicant and updated original review and forwarded on to staff for further review.
- Received and reviewed Gloucester County Back to Business application and forwarded on to staff for further review.
- Returned phone call from Gloucester County business owner with questions regarding applying for Back to Business grant funds.
- Returned phone call from Gloucester County business owner with questions regarding verifications required when applying for Back to Business grant funds.
- Received email from Gloucester County business owner with questions concerning verifications needed to accompany the Back to Business application.
- Received and reviewed Gloucester County Back to Business application and forwarded on to staff for further review.
- Received and reviewed Gloucester County Back to Business application and forwarded on to staff for further review.
- Received and reviewed Gloucester County Back to Business Rent/Mortgage assistance application and forwarded on to staff for further review.
- Received and reviewed Gloucester County Back to Business application and forwarded on to staff for further review.
- Received phone call from Gloucester County Back to Business applicant requesting status of their application.
- Received phone call from CarolAnn at Commonwealth Senior Living in Gloucester County with questions regarding Back to Business application process and required verifications.
- Received phone call from Gloucester County business owner who applied and received funding in Round I asking if they could apply for reimbursement for expenses incurred during Round II as well.
- Received emails from Gloucester County business owner concerning qualifying expenses for Back to Business.
- Reviewed and recommended denial of Gloucester County Back to Business application as applicant had already applied and received reimbursement during the same round.
- Received and reviewed Gloucester County Back to Business application and forwarded on to staff for further review.
- Responded to email from Gloucester County business owner concerning required verifications needed to accompany their Back to Business application.
- Received and reviewed Gloucester County Back to Business application and forwarded on to staff for further review.
- Received and reviewed Gloucester County Back to Business application and forwarded on to staff for further review.

Project 301824 – Back to Business – Mathews County

- Received \$100,000 from Mathews County and deposited in the bank.

Project 301825 – Back to Business – Middlesex County

- Returned emails from 2 Middlesex County business owners inquiring about the Back to Business program.
- Received email from Middlesex EDA with paper application question. Executive Director responded.
- Received voicemail from a business owner interested in applying for Middlesex County Back to Business grant funding. Caller was located in New Jersey. Returned call and left voicemail informing caller our office is located in Virginia and serve the Middle Peninsula. Suggested caller contact her local EDA to see if their locality offers assistance.
- Received email from Middlesex County business owner with questions concerning Back to Business grant funding qualifications.

Project 301826 – Back to Business – Town of West Point

- Received and reviewed Town of West Point Back to Business application and forwarded on to staff for further review.
- Emailed Town of West Point Back to Business applicant requesting clearer pictures of receipts.
- Received requested pics from Town of West Point applicant and reviewed submitted Back to Business application. Application was forwarded on to staff for further review.
- Received email from Town of West Point business owner with questions regarding King William County participation. Confirmed King William County is not a participating locality.
- Received and reviewed Town of West Point Back to Business application and forwarded on to staff for further review.
- Received and reviewed Town of West Point Back to Business application and forwarded on to staff for further review.
- Received voicemail from Town of West Point business owner/consultant wanting to become familiarized with the Back to Business program in order to conduct a meeting encouraging West Point business owners to apply and provide application assistance. Forwarded information to staff for follow-up.
- Received voicemail from Town of West Point business owner regarding eligible expenses for reimbursement under the Back to Business grant.
- Received and reviewed Town of West Point Back to Business application and forwarded on to staff for further review.
- Corresponded with staff concerning discrepancy between business name on application and business name on Town of West Point business license.
- Received and reviewed Town of West Point Back to Business application and forwarded on to staff for further review.
- Corresponded with staff concerning unsigned business license from Town of West Point Back to Business application.
- Received phone call from Town of West Point Back to Business applicant inquiring on status of their application.

- Received email from Town of West Point Back to Business applicant verifying receipt of application. Staff responded confirming receipt.

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 = \$44,885**

EMERGENCY SERVICES

Funding – VDEM/FEMA/Homeland Security

Project 31209 – Re-Entry Plan

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

Project 31210 – Emergency Management

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

Project 31211 – Middle Peninsula All Hazards Mitigation Plan Update

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

- Drafted an MOU for localities that will set the scope of work and expectations throughout this project.
- Reorganized the project timeline for this project so that the All Hazards Mitigation Plan is ready for adoption by localities before the 2016 Plan expiration in February 2022.
- Attended a webinar on July 21st hosted by FEMA titled the Hazard Mitigation Planning Scope of Work. This webinar discussed what to include in the Hazard Mitigation Planning scope of work, opportunities for improvement, timing and how to ensure a clear path forward.
- Attended an implementation meeting hosted by VDEM to discuss the project timeline and how to submit for reimbursement.
- Received the Pamunkey Tribe's adopted addendum to add to the All Hazards Mitigation Plan.
- Attended Implementation Meeting with Debbie Messmer and Alex Krupp at VDEM.

- Participated in a Virginia Department of Emergency Management All Hazard Plan update grant debriefing call. Discussed project start, anticipated funding, adoption process etc.
- Provided the MPPDC Service Agreement for the update to the Middle Peninsula Plan to Gloucester County for pre-review to address matters related to signing the agreement prior to formal distribution.

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%.

- Attended Network meeting with MPPDC IT Laura/ABC Computer.
- Submitted all project financial reports that were due.
- Scheduled audit visit.
- Beginning Workers Compensation audit via email.
- Requested Stephanie Heinatz at Consociate Media put together a small informational advertisement for the Middlesex County Sheriff's calendar.
- Began working on COVID Standard for the PDC; Infectious Disease Plan and ordered appropriate supplies to comply (wipes, sanitizer, masks, thermometer, gloves, etc)
- Assisted MPPDC Deputy Director with completing PDC Annual Reports.
- Scheduled FOIA Training for CFO to be "designated published FOIA Officer" for MPPDC office.
- Distributed replacement ComData corporate credit cards with new expiration dates and instructed users to sign then destroy expiring cards.
- Updated Executive Director's new home address with TLC and VRS.
- Reminded staff to complete timesheets and update award/grant Master File.

Closed Projects

Project 30502 Water Supply Planning

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

Project 30115 – VHDA Community Impact Grant

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

Project 30117 – Urbanna Comprehensive Plan Update

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

Project 301181 – PamunkeyNet

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

Project 31002 – GA Lobby

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

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.

Project 31211 – Gloucester Continuity of Operations Plan (COOP)

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

Project 32016 - VIMS Living Shoreline

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

Project 32017 – NAWCA PAA Acquisitions

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

Project 32144 – Virginia Coastal TA FY19

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

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

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

Project 32146 – ANPDC Ecotourism II

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

Project 32147 – ANPDC Rural Enhancement Authority

ANPDC and MPPDC will host a Summit to engage interested localities towards their participation and membership in the Rural Coastal Virginia Community Enhancement Authority to further legislative advancements in Working Waterfront and other rural coastal Virginia policy.

Project 32148 – NNPDC WWF Video

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

Project 32149 – WIP III (2)

MPPDC will continue to engage localities and regional and state partners regarding Bay WIP III programmatic actions and implementation activities with funding provided by DEQ. One outcome of this project may be sustainable funding to the PDC for a designated environmental staff person to provide coordination between DEQ CBP and localities and technical assistance to local governments moving forward.

Project 32153 – Virginia Coastal TA FY20

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

Project 30216 - Transportation Demand Management (TDM) Services

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

Project 30317 – Rural Transportation Planning

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

MPPDC: Membership, Appointments, Committee Assignments, and Networks

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

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

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

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

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

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

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

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

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

ACRONYMS

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

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

**Middle Peninsula Planning District Commission
Executive Director's Report of Regional Progress
September 23, 2020**

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

MPPDC Staff and Contact Information

Executive Director: Lewis Lawrence

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

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

Deputy Director: Curt Smith

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

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

Chief Financial Officer: Heather Modispaw

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

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

Special Projects Planner: Jackie Rickards

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

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

Executive Assistant: Dawn Mantell

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

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

INFORMATION RESOURCES/ASSISTANCE

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

COASTAL COMMUNITY DEVELOPMENT/ ENVIRONMENTAL

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

Project 31500 - Living Shoreline Incentive Program RLF

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

- Received final loan closing documents from VRA for FY 2021.
- Consulted with Glenda Brooks regarding an MPPDC loan closing and certificate of good standing for an Corporate applicant.
- Participated in a National Fish and Wildlife Foundation Coastal Resiliency discussion about various programs the Middle Peninsula is developing related to flood mitigation and resiliency.
- Working with Glenda Brooks of Middlesex Title toward closing the loan for Deltaville Boatyard and Marina.
- Posted Extractive Resources Study to MPPDC Website under 2020 Reports and Quick Links.
- *Executed ACH loan payments for loans. All MPPDC loan funding programs require that loan recipients authorize loan payments to be made automatically from loan recipients' bank accounts. Loan clients authorize the payments at loan closing (ACH Authorizations). MPPDC staff process these payments on the 15th of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12th of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans.*
- **Revolving uncommitted funds - \$230,012.**

Project 32151 – NFWF Landowners Living Shorelines & Shoreline Management

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

- Consulted with property owners along the Ware River project area to obtain construction estimates for building the living shoreline designed and extrapolated to a FEMA storm level and to discuss financing packages for the expenditure of construction funds.
- Received notice of grant extension approval due to pandemic delays in moving project to construction.
- Consulted with a Gloucester County Ware River project resident interested in elevating a 1920's waterfront farmhouse from flooding using FEMA programs.
- Coordinated with VIMS staff on project design.

Project 32154 – ANPDC Eco Tourism III

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

- Staff attended the RCVA monthly reporting call and Marketing Plan Development call on September 4th. Agenda topics included a review of the 36-month Marketing and Strategy, and updates from the 4 PDC's (ANPDC, NNPDC, MPPDC, and PlanRVA) and Virginia Oyster Trail (VOT).
- Completed all MPCBPAA EcoTourism Documents. These documents will be uploaded to the new PAA website that is still under development.
- Added 3 water trails on Middle Peninsula regional water trail maps on Urbanna Creek and Mill Creek off the Rappahannock.
- Contacted Todd Janeski with Virginia Commonwealth University Oyster Restoration Program about potentially adding this to the water trails maps.
- Consulted with the US Coast Guard regarding six pack licensing requirements and those that are licensed across the Middle Peninsula.
- Consulted with Joe Schumacher of Congressman Rob Wittman's office regarding US Coast Guard six pack licensing requirements and those that hold licensing within the six counties in the Middle Peninsula.
- Received a final draft eco-business impact report from Chmura Economics and Analytics. Submitted comments for final inclusion.

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

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

- Prepared proposed 2021 annual scope of services to submit to DEQ by September 30.
- Attended FEMA and VDEM training webinars to learn how the new BRIC grant will operate.
- Started developing FEMA BRIC grant proposals.

Project 32153 – Virginia Coastal TA FY20

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

- Develop 4 proposals for FEMA Building Resilient Infrastructure and Communities and Flood Mitigation Assistance funding.
- Participate in meetings with DEQ to review the draft VA Water Supply Plan update.
- Discuss resilience proposals with NFWF.
- Consulted with Matt Walker, Middlesex County Administrator regarding establishing Scenic River designation for the Rappahannock River. Provided guidance on questions that should be explored while considering this designation.
- Consulted with numerous citizens and elected officials across the Middle Peninsula regarding designating the Rappahannock River as a Scenic River.
- Consulted with DEQ staff regarding House Bill 504 directing the Department to develop criteria under the Bay Act for inclusion of coastal resiliency and adaptation.

- Consulted with Matt Crane, NIC-VA on reservation site modifications to the PAA land reservation system.
- Consulted with Robert Crockett, President Advantage Strategies regarding a comprehensive list of solar host agreement citing documents being developed and benefits accrued to those localities.
- Consulted with the Virginia Department of Emergency Management staff regarding the new FEMA BRIC program and possible Middle Peninsula resiliency projects.
- Consulted with Robert Crockett, President of Advantage Strategy regarding legal matters associated with VDOT owning a public access site with a wharf and not realizing the site has a wharf.
- Consulted with a Mathews County marine contractor regarding the placement of Flexmat for Stormwater management control.
- Consulted with a Gloucester County resident interested in elevating a 1920's waterfront farmhouse from flooding using FEMA programs.
- Consulted with Heather Lewis, Middlesex County Attorney regarding Scenic River designation for the Rappahannock River.
- Consult with Wayne Jessie, Chairman Middlesex County Board of Supervisors regarding establishing a scenic River designation for the Rappahannock River.
- Participated in a work group for HJ47 JCOTS. The resiliency work group was directed by the General Assembly.
- Attended the Virginia Coastal Policy Center webinar titled The Challenge of Financing Resiliency at the local level.
- Consulted with Karen Doran Clean Water Financing and Assistance Program Manager regarding the need to amend the enabling legislation to allow for a revolving loan program to be established for issuance of stormwater BMPs for shoreline erosion projects.
- Coordinated for a call to develop and submit a FEMA BRIC application focusing on nature-based flood mitigation solutions.
- Participated in a Middlesex County Board of Supervisors ZOOM meeting to discuss dredging needs of the county and potential funding questions.
- Participated in a call coordinated by Elizabeth Andrews, Director of the Virginia Coastal Policy Center related to elevated septic systems.

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

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

- Completed channel characterization surveys including bathymetric survey and sediment coring.
- Research and identify possible options for beneficial reuse of dredge material.

Project 38802 –Davis Creek Dredging Design

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

- Completed channel characterization surveys including bathymetric survey and sediment coring.

- Coordinate with US Army Corps of Engineers regarding categorical permission in federally authorized channels.
- Continued research on beneficial use placement strategies. Coordinated with VIMS Shoreline Studies Program on consolidating of project work.

Project 38803 – Aberdeen Creek Dredging Design

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

- Completed channel characterization surveys including bathymetric survey and sediment coring.
- Continued research on beneficial use placement strategies. Coordinated with VIMS Shoreline Studies Program on consolidating of project work.
- Coordinated a series of calls with the Dept. of Conservation & Recreation Regarding the use of State Park lands for dredge material placement and storage.

Project 38804 –Timberneck Creek Dredging Design

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

- Completed channel characterization surveys including bathymetric survey and sediment coring.
- Coordinated a series of calls with the Dept. of Conservation & Recreation Regarding the use of State Park lands for dredge material placement and storage.

Project 38805 – Local Government Dredging Implementation Business Plan Development

- Finalize prioritization and selection of 15 channels to be targeted for shoaling characterization.
- Develop RFQ for consultant to develop a regional dredging implementation business plan.
- Consulted with Robert Crockett, President of Advantage Strategies regarding review of the Virginia Port Authority funded Middle Peninsula Dredging Business Plan RFP.

Project 38806 – Cedarbush Creek Dredging Design

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

- Scheduled channel characterization surveys.

Project 38807 – Parrots Creek Dredging Design

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

- Scheduled channel characterization surveys.

Project 38808 – Winter Harbor Dredging Design

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

- Scheduled channel characterization surveys.

Project 320152 - Staff Support to Middle Peninsula Chesapeake Bay Public Access Authority (MPCBPAA)

Middle Peninsula Chesapeake Bay Public Access Authority Special Project – Support of Executive Order 23, Goal 8 Coastal Management Coordination Public Access: Continue implementation of adopted annual work

program, including identifying land, either owned by the Commonwealth or private holdings that can be secured for use by the general public as a public access site; researching and determining ownership of all identified sites; determining appropriate public use levels of identified access sites; developing appropriate mechanism for transferring title of Commonwealth or private holdings to the Authority; developing appropriate acquisition and site management plan. This Program allows the Authority to function by supporting the individual projects and operations of the Authority, as well as, by responding to daily requests for assistance from local government staff.

- Prepared vouchers, processed A/P, reconciled bank statements. Prepared monthly financial statements.
- Billed Gloucester Rowing Association for pool house electric bills.
- Provided Chief Finance Officer with list of MPCBPAA board members and minutes for the last year.

Project 320180 – Mathews NFWF

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

- Identified and prioritized properties to target. Starting with a map of shoreline degradation issues, we identified owners of neighboring parcels. We were looking for three to four adjacent parcels at the site of each issue to target for a community restoration project. We identified four clusters of parcels and prioritized them for the outreach campaign.
- Drafted contractor procurement language to enable selecting one or two firms willing to learn the shoreline restoration process developed by VIMS for addressing water quality and resilience.

Project 32156 – CZM Hog Island Resilience Design

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

- Develop draft shoreline management designs.
- Coordinated with VIMS staff on project design and working to draft and submit semi-annual progress report due October 15.

Project 32018 – GoVa Fish Line

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

- Attended video conference with Jennifer Morgan of George Washington Regional Commission regarding MP Seafood and Ag Project Onboarding.

TRANSPORTATION

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

Project 30217 - 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.

- Held multiple discussions with Kathy Molin regarding FY20 & FY1 TDM award.
- Reconciled project and began working on reimbursement request.
- Updated website – www.midpenrideshare.org.

- *Current commuter database – 394*
- *Number of Commuters with logged alt mode trips in August – 74*
- *Number of logged alt trips in August – 145*
- *Reduced miles (VMT) in August – 1,604*
- *Commuter Savings in August – \$922*

Project 30318 – 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.

- Conceptualize inventory of VDOT roads connecting to navigable waterways.
- Monitor federal legislation related to infrastructure funding.
- Participate in Commonwealth Transportation Board meeting.
- Develop map of bridges flagged for structural deficiencies in region and initiate process for identifying financing strategies for upgrades/replacements.
- Coordinate with VDOT Pedestrian Facilities staff to advance conceptual designs for regional bike trail/network at the request of local planners.
- Investigate impacts from new VDOT construction standards related to climate change and sea level rise.
- Explore a potential impact study and adaptation plan for flooding and sea-level rise on roads and other transportation infrastructure in the region.
- Attended video conference with VDOT to review invoicing and progress reporting.
- Reviewed the 2040 Long Range Transportation Plan to become familiar with the region’s transportation needs.
- Reviewed and became familiar with VDOT’s Six Year Improvement Plan (SYIP) and VDOT’s SmartScale program.
- Regional Bicycle/Pedestrian Plan: began preliminary data collection to have local partners identify local landmarks and assets to serve as trail destinations.
- Planned to attend 2020 VTRANS Virtual Workshop but was postponed until further notice. Reached out to Chris Wichman for an update on the rescheduled workshop.
- Attended the Planners Roundtable Meeting on August 26th. Next meeting scheduled for September 30, 2020
- Contacted VDOT staff for information on weight-restricted bridges in the MPPDC region. Local Residency staff passed the request to Local Assistance Division for data request.
- Located VDOT’s Bridges and Culverts dataset and identified the 17 bridges in the MPPDC with weight restrictions.
- Mapped the location using VDOT’s Bridge and Culverts dataset and identified the condition of these bridges.
- Attended the VDOT Performance Metrics and Project Scheduling Webinar (September 1, 2020) to become familiar with VDOT Dashboard, VDOT resources, including VDOT staff and project coordinators, and Non-VDOT Administered Projects.

- Participated in Rural Coastal Virginia (RCVA) Ecotourism Steering Committee meetings (virtual) on August 6 and September 3.
- Participated in RCVA 3-year Marketing Strategy and Action Plan meetings (virtual) on August 6 and September 3. Collaborated in the grant application from the Virginia Tourism Council.
- Added four water trails on the Rappahannock River to the map. Requested a water trail on the Piankatank River.
- Reviewed and approved Virginia Certified Ecotour Guide recertification guidelines.
- Updated all MPPDC Public Access Authority EcoTourism Program documents.
- Reviewed the Ecotourism Economic Analysis from Chmura and requested additional information.
- Drafted MPPDC section of Semi-Annual Progress Report.

ONSITE REPAIR & PUMPOUT

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

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

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

- Continuing to receive phone calls from homeowners and contractors regarding assistance for septic repairs. Discussed our program and instructed how to apply.
- *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 \$31,453 in loan funds – \$0 in grant funds.**

Project 30450 – Septic Pumpout Program

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

- Received and returned phone call to a lady who is a senior citizen with property/land in Northumberland County and looking for assistance in installing well and septic. Caller had already contacted NNPDC and was told to contact us. Referred caller to SRCAP, Health Dept and Bay Aging for possible assistance and/or leads.

Septic Pumpouts as of September 18, 2020

Applications Mailed	90
Incomplete Applications	05
Approved Applications	49
Vouchers Issued	49
Completions	36

- **Pumpout Vouchers by County**

Essex	13
Gloucester	08
King and Queen	11
King William	08
Mathews	03
Middlesex	06

ECONOMIC DEVELOPMENT

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

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

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

- Prepared vouchers, processed A/P, processed deposits and balanced bank account. Prepared monthly financial statements.
- Provided Liz Povar multiple documentation of expenditures for PamunkeyNet grant close out.
- Attended video conference with Liz Povar and Jennifer Morgan of Region 6 to clarify discrepancies between timesheets and invoices.

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 – \$143,066***

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 380201 - Local & Regional Technical Assistance

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

- Continue coordination of migration of PDC network with PDC IT staff.
- Continue to launch new project management framework for staff using Microsoft Teams.
- Consulted numerous times with Ashley Chriscoe, Vice chairman of the Middle Peninsula Alliance regarding corporate and financial issues facing MPA.
- Consulted numerous times with both Sands Anderson for legal assistance and a BHT CPA regarding financial issues facing Middle Peninsula Alliance.

- Consulted numerous times with Go Virginia Region 6 staff regarding contractual and financial reporting matters for Middle Peninsula Alliance.

Project 301820 – COVID Cares Act

Round II

- Conferred with staff with questions concerning follow-ups of incomplete Back to Business applications.
- Received email from Sandra Pennecke, Staff Writer for Hampton Roads Business Journal, and forward to MPPDC project planner for formal statement.

Round III

- Created excel spreadsheets of all businesses that have applied for Back to Business funding by rounds and emailed all to Stephanie Heintz per MPPDC Executive Director's request.
- Received voicemail from James City County business owner requesting information on Back to Business program. Returned call and let the business owner know the program is only for Middle Peninsula businesses.

Project 301821 – Back to Business – Essex County

Round II

- Received and reviewed Essex County restaurant's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Reimbursed two businesses for receipts received.

Project 301822 – Back to Business – Gloucester County

Round II

- Received and reviewed Gloucester County entertainment company's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received and reviewed Gloucester County hair salon's Back to Business application and forward to staff for additional review and follow-up necessary.
- Received and reviewed Gloucester County healthcare provider's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received and reviewed Gloucester County design and construction company's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received and reviewed Gloucester County retail company's Back to Business application forward to staff for additional review and follow-up if necessary.
- Received and reviewed Gloucester County retail company's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received an email from Gloucester County business with questions regarding Back to Business application process.
- Received 4 calls from Gloucester County businesses with questions regarding Back to Business application verifications.
- Returned call from Gloucester County businesses owner who wanted to know what verifications were needed to accompany their Back to Business application.

- Returned call from Gloucester County business owner asking if expenses have to be paid for first and what needs to accompany their Back to Business application.
- Received and reviewed Gloucester County healthcare provider's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received email from Gloucester County business owner inquiring if Rent and Utilities are reimbursable expenses. Replied and informed business owner there is a separate application for rent and that utilities are not reimbursable.
- Received and reviewed Gloucester County cleaning company's Back to Business Rent Assistance application and forward to staff for additional review and follow-up if necessary.
- Received and reviewed Gloucester County transportation company's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received email from Gloucester County business owner with questions regarding rent reimbursement. Replied and informed business owner rent is not a reimbursable expense.
- Received and reviewed Gloucester County retail company's Back to Business rent application and forward to staff for additional review and follow-up if necessary.
- Received and reviewed Gloucester County professional service company's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received email from Gloucester County distribution company with questions regarding submitting verifications with Back to Business application.
- Received email from Gloucester County non-profit verifying non-profit organizations were eligible to apply. Replied with an affirmation and quoted guidelines concerning such.
- Received and reviewed Gloucester County seafood company's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received email from Gloucester County winery reporting having difficulty with submitting Back to Business application online. Referred business owner to Sherry Spring at Gloucester EDA further assistance and application was successfully submitted.
- Received and reviewed Gloucester County restaurant's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received voicemail from a Gloucester County retail company looking for pre-approval of computer equipment. Returned call and explained our office is unable to pre-qualify as the locality has the final determination of eligibility.
- Received and reviewed Gloucester County restaurant's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received email from commercial building owner in Gloucester County asking if lost rent from tenants may be applied for using Back to Business funding. Replied with explanation the program does not pay for lost rent but that she can encourage her tenants to apply for assistance with paying their rent.
- Received email from Gloucester County Back to Business rent applicant with requested letter from landlord. Saved letter to file and forward email to staff for follow-up.

- Received email from Gloucester County business owner verifying receipt of their Back to Business application. Responded with verification of receipt and that staff will reach out if the application requires further information.
- Received and reviewed Gloucester County professional service company's Back to Business rent application and forward to staff for additional review and follow-up if necessary.
- Received email from Gloucester County business owner asking where to take her paper Back to Business application and verifications. Directed to local EDA office.
- Received 4 Gloucester County applications from various Non-Profit groups. Saved all files and staff sent to Gloucester County for their review.
- Received and reviewed Gloucester County agriculture company's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received and reviewed Gloucester County bakery's Back to Business application and forward to staff for additional review. All attachments were illegible. Staff followed up with applicant requesting legible verifications.
- Received and reviewed Gloucester County winery's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received email from Gloucester County Back to Business applicant with requested verifications for their application. Forward email to staff for processing.
- Received voicemail from Gloucester County business owner with questions regarding Back to Business application. Returned phone call and left voicemail.
- Received and reviewed Gloucester County retail company's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received voicemail from Gloucester County business owner with questions regarding Round III. Returned call and explained when the final round starts and the cap on reimbursement expenses.
- Received voicemail from Gloucester County applicant verifying their Back to Business application had been received. Returned call and let applicant know it's on to its second review.
- Received voicemail from Gloucester County business owner with questions regarding eligibility for Back to Business funding. Returned call and left voicemail.
- Received voicemail from Gloucester County transportation business with questions concerning how far back receipts can go for reimbursement. Returned call and informed caller the program reimburses as far back as March 1.
- Received and reviewed Gloucester County Back to Business medical company's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received and reviewed Gloucester County retail company's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received and reviewed Gloucester County hair salon's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received and reviewed Gloucester County manufacturing company's Back to Business application and forward to staff for additional review and follow-up if necessary.

- Received and reviewed Gloucester County retail company's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received and reviewed Gloucester County cleaning company's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received email from Gloucester County transportation company experiencing issues submitting Back to Business application. Made recommendations and referred applicant to Sherry Spring for assistance if recommendations do not work.
- Received and reviewed Gloucester County marketing company's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received and reviewed Gloucester County packaging company's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Emailed Gloucester County transportation company to follow-up with previous electronic application recommendations. Application was submitted and received.
- Returned voicemail from Gloucester County business owner wanting pre-approval of items to purchase and items already purchased. Explained our office cannot pre-qualify and cannot guarantee reimbursement as the locality has the final determination. Business owner was unsatisfied with this answer and said she would contact the county.
- Received and reviewed Gloucester County healthcare provider's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received email from Gloucester County non-profit concerning youth club expenses of \$450K expected to be incurred after Sept. 8. Suggested contacting Gloucester County and provided contact information.
- Received phone call from Gloucester County non-profit, wanting pre-approval for \$450k worth of planned purchases for youth club expenses in Gloucester County to provide services after September 8th during non-school days. Suggested contacting Gloucester County and provided contact information for the county's point of contact.
- Received email from Gloucester County non-profit asking when the Back to Business program ends and if everything has to be purchased before applying. Recommended they contact Gloucester County point of contact for the requirements for non-profit applicants.
- Received additional information to be added to Gloucester County winery's Back to Business application. Updated review and forward information to staff for additional review and follow-up if necessary.
- Received and reviewed Gloucester County hair salon's Back to Business Rent application and forward to staff for additional review and follow-up if necessary.
- Received voicemail from Gloucester County business owner. Returned call and left voicemail.
- Received email from Gloucester County business owner experiencing issues with Back to Business application website. Email was forwarded to Stephanie Heintz and Kristy Glassick for troubleshooting.
- Received and reviewed Gloucester County printing company's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received and reviewed Gloucester County hair salon's Back to Business Rent application and forward to staff for additional review and follow-up if necessary.

- Received and reviewed Gloucester County restaurant's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Returned phone call from Gloucester County business owner and answered questions concerning applying for Back to Business funding.

Round III

- Received and reviewed Gloucester County Back to Business applications from 3 healthcare provider's. Emailed applicant asking staff to match bulk payments to corresponding invoices.
- Received and reviewed Gloucester County hair salon's Back to Business application. None of the attachments were legible. Emailed applicant asking to re-send legible verifications in order to continue reviewing application.
- Received email from Gloucester County salon with requested attachments, saved to file, updated initial review and forward email to staff for additional review and follow-up if necessary.
- Received email from Gloucester County restaurant owner requesting additional item be added to existing Back to Business application. This is disallowed. Forward email to staff for follow-up.
- Received and reviewed Gloucester County salon Back to Business application and forward to staff for additional review and follow-up if necessary.
- Held two phone conversations with staff concerning Gloucester County medical provider's Back to Business applications.
- Received and reviewed Gloucester County printing company's Back to Business Application and forward to staff for additional review and follow-up if necessary.
- Received and reviewed Gloucester County medical provider's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received and reviewed Gloucester County medical provider's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received Gloucester County non-profit Back to Business application. Saved all files and staff sent to Gloucester County for their review.
- Received email from Gloucester County salon with additional purchases made over the weekend to add to application. This is disallowed. Forward email to staff for follow-up.
- Received and reviewed Gloucester County medical provider's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received and reviewed Gloucester County consulting company's Back to Business application. Conferred with Program Manager, Neal Barber since receipts were a mix of for-profit and non-profit. Forward recommendations and application to staff for additional review and follow-up.
- Received and reviewed Gloucester County salon's Back to Business application. Receipt was illegible. Forward application to staff for additional review and follow-up.
- Received and reviewed Gloucester County retail company's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received voicemail from Gloucester County business owner concerning Back to Business program. Returned call and answered his questions concerning Round III.
- Received and reviewed Gloucester County salon's Back to Business Rent application and forward to staff for additional review and follow-up.

- Received and reviewed Gloucester County professional services company's Back to Business Rent application and forward to staff for additional review and follow-up if necessary.
- Received email from Gloucester County business owner inquiring Back to Business reimbursement limit and if there have been any changes in qualifications for Round III. Responded to business owner that currently there isn't a cap on requested reimbursement amount and there have been updates to the application itself but not to the program guidelines.

Project 301823 – Back to Business – King & Queen County

Round II

- Received email from a King & Queen County church concerning dates to apply for Back to Business funding. Responded with dates of submission for Rounds II and III.
- Received email from K&Q business owner with questions regarding deadline for Round II. There was a discrepancy with the date 8/30 being posted on the application website.
- Received and reviewed K&Q County contract engineering company's Back to Business application and forward to staff for additional review and follow-up.

Project 301824 – Back to Business – Mathews County

Round II

- Returned call and email from a business owner in both Mathews and Gloucester Counties wanting pre-qualification on a large purchase in order to comply with COVID. Advised business owner we cannot pre-qualify purchases and the final reimbursement decision is made by the County the applicant is applying in.
- Received voicemail from Mathews County business owner with questions concerning Back to Business funding. Returned call but voicemail was not available.
- Received and reviewed Mathews County restaurant's application and forward to staff for additional review and follow-up if necessary.
- Received and reviewed Mathews County aquaculture company's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Returned phone call from Mathews County business owner interested in applying for Back to Business funding and wanted pre-approval to buy a storage shed to store inventory. Explained our office cannot pre-qualify or pre-approve purchases for reimbursement and the locality has the final determination on reimbursements.

Project 301825 – Back to Business – Middlesex County

Round II

- Received and reviewed Middlesex County restaurant's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Returned call from Middlesex County business owner with questions concerning Back to Business qualifying expenses. Explained to caller our office cannot pre-qualify expenses and the county has the final determination of eligibility.
- Returned voicemail from Middlesex County business owner concerning Back to Business eligibility. Explained to business owner our office cannot pre-qualify expenses incurred as we only review applications for accuracy and the locality has the final determination.

Round III

- Received and reviewed Middlesex County landscaping company's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Returned call to Middlesex County business owner and left voicemail to apply and if additional information is needed, she will be contacted.

Project 301826 – Back to Business – Town of West Point

Round II

- Received notification from Town Manager of West Point that their locality is currently out of funding and Town Council will decide whether or not to approve additional funding at the next council meeting.
- Received and reviewed Town of West Point retail company's Back to Business application and forward to staff for further review. Application is on hold until additional funding is approved by town council.
- Received update that Town of West Point's town council voted to approve additional funding for the Back to Business program.
- Received and reviewed Town of West Point retail company's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received and reviewed Town of West Point retail company's Back to Business application and forward on to staff for additional review and follow-up if necessary.

Round III

- Received and reviewed Town of West Point aquaculture company's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received and reviewed Town of West Point salon's Back to Business application and forward to staff for additional review and follow-up if necessary.
- Received email from Town of West Point Back to Business applicant verifying receipt of application. Responded to email verifying MPPDC is in receipt of application and if anything is needed, it will be requested.
- Received email from Town of West Point Back to Business applicant following up on status of their application. Responded and informed applicant that their application has gone through the initial review and has been forwarded on to staff for an additional review and if anything is needed, they will be contacted.
- Received email from Town of West Point consultant inquiring about obtaining a Back to Business paper application to assist a Town of West Point business owner with applying reimbursement funds. Directed them to application for printing and informed them they could also contact their localities POC to assist with applying online.

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 = \$44,885**

EMERGENCY SERVICES

Funding – VDEM/FEMA/Homeland Security

Project 31209 – Re-Entry Plan

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

Project 31210 – Emergency Management

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

Project 31211 – Middle Peninsula All Hazards Mitigation Plan Update

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

- Reviewed the updates that FEMA is interested in having the MPPDC change for the 2021 update.
- Attended a webinar titled, “Green Infrastructure and Hazard Mitigation Workshop Webinar for Local Communities” on August 20th that reviewed ways to integrate green infrastructure and water quality with hazards mitigation planning.

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%.

- Submitted all project financial reports that were due.
- Attended video conference with DEQ regarding BMP Warehouse 2020 updates.
- Spoke with Bobbie Washington of C&F Bank to increase our daily and monthly ACH limits.
- Submitted 2021 Virginia Section 319(h) Nonpoint Source Implementation Program application to DEQ.
- Gathered information for scheduled audit visit.
- Completed Workers Compensation audit via email.
- Continued working on COVID Standard for the PDC; Infectious Disease Plan and distributed appropriate supplies to comply (wipes, sanitizer, masks, thermometer, gloves, etc).
- Completed PDC Annual Report with Deputy Director.

- Arranging FOIA Training for CFO to be “designated published FOIA Officer”.
- Reminded staff to complete timesheets and update award/grant Master File.

Closed Projects

Project 30502 Water Supply Planning

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

Project 30115 – VHDA Community Impact Grant

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

Project 30117 – Urbanna Comprehensive Plan Update

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

Project 301181 – PamunkeyNet

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

Project 31002 – GA Lobby

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

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.

Project 31211 – Gloucester Continuity of Operations Plan (COOP)

The Middle Peninsula/Northern Neck Debris Management Plan improves and supports the jurisdictions within the Middle Peninsula/Northern Neck’s Operational Coordination, Information Sharing and Recovery Planning. 55

The 2017 Gap Analysis of the Middle Peninsula/Northern Neck's Emergency Operations Plans (EOPs) identified the need to develop a Regional Debris Removal Plan that would engage the 10-county area in a joint planning process.

Project 32016 - VIMS Living Shoreline

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

Project 32017 – NAWCA PAA Acquisitions

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

Project 32144 – Virginia Coastal TA FY19

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

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

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

Project 32146 – ANPDC Ecotourism II

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

Project 32147 – ANPDC Rural Enhancement Authority

ANPDC and MPPDC will host a Summit to engage interested localities towards their participation and membership in the Rural Coastal Virginia Community Enhancement Authority to further legislative advancements in Working Waterfront and other rural coastal Virginia policy.

Project 32148 – NNPDC WWF Video

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

Project 32149 – WIP III (2)

MPPDC will continue to engage localities and regional and state partners regarding Bay WIP III programmatic actions and implementation activities with funding provided by DEQ. One outcome of this project may be sustainable funding to the PDC for a designated environmental staff person to provide coordination between DEQ CBP and localities and technical assistance to local governments moving forward.

Project 32153 – Virginia Coastal TA FY20

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

Project 30216 - Transportation Demand Management (TDM) Services

This program assists local commuters and employers with transportation issues. The main emphasis is on

lowering the number of single occupancy vehicle commutes within and from the Middle Peninsula region through marketing and promotion of the program through local media and provision of ride matching services to commuters.

Project 30317 – Rural Transportation Planning

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

Project 32149 – WIP III (3)

MPPDC will continue to engage localities and regional and state partners regarding Bay WIP III programmatic actions and implementation activities with funding provided by DEQ. One outcome of this project may be sustainable funding to the PDC for a designated environmental staff person to provide coordination between DEQ CBP and localities and technical assistance to local governments moving forward.

Project 32150 – CZM Extraction Fee Study

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

Project 32152 – DCR Flooding

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

Project 30215 - Transportation Demand Management (TDM) Marketing Plan

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

MPPDC: Membership, Appointments, Committee Assignments, and Networks

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

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

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

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

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

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

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

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

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

ACRONYMS

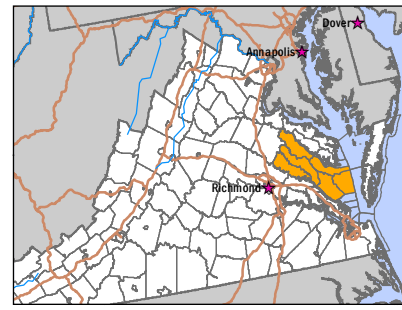
ACH	Automated Clearing House	MPRSC	Middle Peninsula Regional Security Center
AFG	Assistance to Firefighters Grants	NHD	Natural Heritage Data
AFID	Agricultural and Forestry Industries Development	NIMS	National Incident Management System
AHMP	All Hazards Mitigation Plan	NFWF	National Fish and Wildlife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

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



General Condition Rating of Structures with Posted Weight Limits

- Fair Bridge
 - Poor Bridge
 - Poor Culvert
- Structures with Posted Weight Limit with a Good Rating - None



General condition ratings are based on the materials and physical condition of the deck (riding surface), the superstructure (supports immediately beneath the driving surface) and the substructures (foundation and supporting posts and piers). General condition ratings range from 0 (failed condition) to 9 (excellent). A value of 7 (good condition) indicates only some minor problems. A value of 5 (fair condition) indicates all primary structural elements are sound but may have some minor section loss, cracking, spalling or scour. A value of 4 (poor condition) indicates advanced section loss, deterioration, spalling or scour. Of the 206 structures in the MPPDC, only 17 have posted weight limits.

All Structures by County*

Essex County - 40 Total Structures	
Bridges	Good (8), Fair (14), Poor (3)
Culverts	Good (4), Fair (11)
Gloucester County - 31 Total Structures	
Bridges	Good (11), Fair (5)
Culverts	Good (4), Fair (10)
Unclassified	1
King William County - 48 Total Structures	
Bridges	Good (9), Fair (18), Poor (1)
Culverts	Good (5), Fair (14), Poor (1)
King & Queen County - 60 Total Structures	
Bridges	Good (5), Fair (21), Poor (3)
Culverts	Good (6), Fair (21), Poor (2)
Unclassified	2
Mathews County - 9 Total Structures	
Bridges	Fair (3), Poor (3)
Culverts	Good (1), Fair (2)
Middlesex County - 18 Total Structures	
Bridges	Good (2), Fair (4), Poor (3)
Culverts	Fair (8), Poor (1)

* Includes all structures (with and without posted weight limits). Data Source: VDOT

General Condition Rating for Structures with Posted Weight Limits within the Middle Peninsula Planning District

Date: 09/17/20

This Page Left Intentionally Blank