



MEMORANDUM

TO: MPPDC Board of Commissioners
FROM: Lewis Lawrence, Executive Director 
DATE: July 22, 2020
RE: July 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)
Vacant

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 July 17, 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.

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

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

Meeting ID: 699 810 9642

*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, July 22, 2020

125 Bowden Street

Saluda VA 23149

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

AGENDA ITEMS FOR DISCUSSION

- IX. VDOT Smart Scale Resolution Approval
- X. Back2Business Program Demonstration
- XI. Fight the Flood Program Demonstration
- XII. Other Business
- XIII. Adjournment

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MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

June 24, 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, June 24, 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 Gloucester, King & Queen, King William and Middlesex Counties and the Town of Urbanna were represented.

Commissioners Present

King William County: Travis Moskalski, Ed Moren, Otto Williams
King and Queen County: Tom Swartzwelder, Sharon Alsop
Gloucester County: Ashley Chriscoe, J. Brent Fedors
Middlesex County: Reggie Williams, Gordon White
Town of Urbanna: Holly Gailey, Diane Gravatt

Commissioners Absent

Essex County: Edwin "Bud" Smith, Jr., Don Blanton, John Magruder, Michael Lombardo
King and Queen County: R.F. Bailey
Gloucester County: Dr. Willy Reay, Michael Winebarger
Mathews County: Melissa Mason, Tim Hill, Mike Rowe
Middlesex County: Wayne Jessie, Sr., Matt Walker
Town of West Point: James Pruett
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 February Minutes

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

III. Approval of Financial Reports for February through May

Chairman Swartzwelder asked whether there were any questions regarding the financial reports for February through May before being approved subject to audit. There being no questions, Chairman Swartzwelder requested a motion to approve the financial reports for February through May subject to audit. Mr. Chriscoe moved to approve the financial reports for February through May subject to audit. Ms. Alsop seconded the motion; motion carried.

IV. Executive Director's Report on Staff Activities

Chairman Swartzwelder requested MPPDC Executive Director, Lewie Lawrence review the Executive Director's Report on Staff Activities. 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 reported due to the Covid-19 office closing, between March and June 2020, staff have been responsible for self-managing projects at remote locations and reporting on project accomplishments through the normal quarterly and final report. Starting in July, staff will return to a more normal monthly reporting format. Chairman Swartzwelder thanked MPPDC Staff for their hard work during this time.

V. Public Comment

None.

VI. Approval of MPPDC FY21 Budget

MPPDC Chief Finance Director, Heather Modispaw drew the Commissioners attention to the FY21 Budget Overview displaying the Local, State and Federal Revenues expected as well as the expected Expenses of the MPPDC. The Balance after Matching Funds is expected to be a positive of \$12k that can be expected to be added to remaining FY20 General Funds of approximately \$150k. Also reviewed were all revenues in detail, a breakdown of all expected expenses, how every Commission Service Centers are funded, MPPDC FY21 Staffing expenses with the inclusion of 2.3% COLA and all MPPDC projects including who is working on each project and how much is needed to cover salary. MPPDC Executive Director, Lewie Lawrence stated this year has the potential to be the largest budget year estimating to exceed \$3M.

Chairman Swartzwelder explained MPPDC COLA is devised by averaging other primary entities. Chairman Swartzwelder requested a motion to approve the MPPDC FY21 Budget as presented. Mr. Chriscoe moved to approve the MPPDC FY21 Budget as presented. Ms. Alsop seconded the motion; motion carried.

VII. Nominating Committee Report

Commissioner, Ashley Chriscoe reported the Nominating Committee met via Zoom and discussed if there were any Commission issues or if anyone felt anything needed to be changed within the Commission? Determining there weren't any issues or changes to be discussed, the Nominating Committee voted to keep the same slate of officers.

Chairman Swartzwelder requested a motion from the Commission to keep the same slate of officers as recommended by the Nominating Committee. Mr. Chriscoe moved to keep the same slate of officers as recommended by the Nominating Committee. Ms. Alsop seconded the motion; motion carried. Mr. Swartzwelder will remain Chairman, Mr. Chriscoe will remain Vice Chairman and Mr. Moskalski will remain Treasurer.

VIII. Approval of Amended MPPDC Living Shorelines Incentive Program Design

MPPDC Executive Director, Lewie Lawrence presented the Commission with a copy of the amended MPPDC Revolving Loan Fund Program Design and Guidelines for their consideration. The Program Design and Guidelines for the Middle Peninsula Living Shoreline Resiliency Incentive Funding Program (LSIP) will delineate marketing strategies, loan application and review process, environmental review, funds management and administration, and loan agreements with property (residential and business) owners. This program will provide incentives in the form of funding and insurance for homeowners to install living shorelines in lieu of shore hardening approaches for shoreline stabilization on private property. Living shorelines are an important management BMP recognized under the Chesapeake Bay Watershed Implementation Plan (WIP). The MPPDC's program is an essential tool for the delivery of Commonwealth WIP commitments. Mr. Lawrence gave an overview of the proposed amendments to the following sections of the program design: Marketing Strategy; Loan Application and Review; Administration of VRA Financing Funds; and Notification of Changes to the Local Program. These amendments have already been approved by the Department of Environmental Quality (DEQ) and Virginia Resources Authority (VRA). Once approved by the Commission, this becomes the standing design. Chairman Swartzwelder requested a motion to approve the Amended MPPDC Living Shorelines Incentive Program Design as presented. Ms. Gailey moved to approve the Amended MPPDC Living Shorelines Incentive Program Design as presented. Mr. Moskalski seconded the motion; motion carried.

IX. Approval of the New Fight the Flood Program Design

MPPDC Executive Director, Lewie Lawrence provided the Commission with a copy of the New Fight the Flood Program Design for their consideration. The Program Design for the Middle Peninsula Fight the Flood Program (FTF) outlines marketing strategies, loan application, review process, funds management, administration, and loan agreements with property and business owners. This document can be administratively reviewed with minor programmatic amendments subject to MPPDC Chairman approval. Significant programmatic changes require Commission approval. The Fight the Flood (FTF) program recognizes the need to better secure the tax base of coastal localities; the inherent risk to the delivery of essential governmental services, including public safety, Amended MPPDC Living Shorelines Incentive Program Design as presented by coastal storms and recurrent flooding of all types; and the relationship between at-risk waterfront real estate values and funding of essential governmental services. The FTF program exists to help flood-prone property owners access programs and services to better manage challenges posed by flood water. When grants and loans

are available, it is the policy of the MPPDC to provide such to qualified participants based on the terms and conditions associated with flood risk, as well as providing various grant and loan funds available to support the public purpose(s) for which the funds have been allocated. 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 accomplish its stated goal, the Fight the Flood program identified three core objectives that develop the program's policy framework:

1. Provide financial products to influence consumer behavior for managing and mitigating flood risk.
2. Provide consumer to professional services connections through the Fight the Flood program.
3. Utilize reach-based Shoreline Implementation "Battle Plan" to facilitate multi-parcel mitigation projects for economy of scale. These plans will be prepared and/or reviewed by qualified professionals in the field of coastal flooding, such as Virginia Institute of Marine Science Shoreline Studies Program or plans funded under the Virginia Coastal Zone Management Program.

Residential participation will be based on the household income and the ability to pay. Businesses shall provide documentation such as profit-and-loss statements and/or other documentation of adequate business equity to collateralize the public investment. Grant/loan awards, if available, will be based on the program requirements of the source of funds, if any. Mr. Lawrence stated the MPPDC currently has over a dozen businesses interested in signing onto this program. Chairman Swartzwelder requested a motion to approve the New Fight the Flood Program Design as presented. Mr. Moren moved to approve the New Fight the Flood Program Design as presented. Mr. Otto Williams seconded the motion; motion carried.

X. Approval of FY21 VDOT Rural Transportation Program Resolution

MPPDC Deputy Director, Curt Smith reviewed the Rural Transportation Program Resolution authorizing the MPPDC to contract with VDOT for rural transportation planning efforts. Chairman Swartzwelder requested a motion to approve FY21 VDOT Rural Transportation Program Resolution as presented. Mr. Moskalski moved to approve FY21 VDOT Rural Transportation Program Resolution as presented. Mr. Chriscoe seconded the motion; motion carried.

XI. Approval of the Amended U.S. Department of Commerce, Economic Development Administration Middle Peninsula CEDS Plan

MPPDC Executive Director, Lewie Lawrence reviewed the Amended CEDS Plan and explained to the Commission anytime the MPPDC takes on a new large project, it needs to be added to the CEDS Plan to keep it current. The last update was adopted in November 2019. There are currently two new projects: Back to Business COVID-19 Business Relief Fund and VASG Coastal Resilience & Adaptation Economy that have

been added to the CEDS Plan. Chairman Swartzwelder requested a motion to approve the Amended Middle Peninsula CEDS Plan as presented. Ms. Gailey moved to approve the Amended Middle Peninsula CEDS Plan as presented. Ms. Alsop seconded the motion; motion carried.

XII. Approval of Annual Update to the Virginia Department of Transportation Middle Peninsula Long-Range Transportation Plan

MPPDC Deputy Director, Curt Smith stated the Long-Range Transportation Plan is required by VDOT and is done in 5-year cycles. This plan is brought to the Commission at least annually for their consideration. Mr. Smith has been working with VDOT Staff and Local Planners to keep this plan current which is critical to project funding. Chairman Swartzwelder requested a motion to approve the Annual Update to the VDOT Middle Peninsula Long-Range Transportation Plan as presented. Mr. Fedors moved to approve the Annual Update to the VDOT Middle Peninsula Long-Range Transportation Plan as presented. Mr. Chriscoe seconded the motion; motion carried.

XIII. Other Business

MPPDC Executive Director, Lewie Lawrence provided an update on the COVID Adaptation Program (CAP). Two counties have submitted their executed contracts, Gloucester and Mathews Counties Board of Supervisors voted to participate and should be submitting contracts soon, King William Board of Supervisors voted not to participate, Town of Urbanna will be rolled into Middlesex County's contract, Town of Tappahannock will be rolled into Essex County's contract, King & Queen County is still reviewing their documents. Mr. Lawrence reported on the progress of the program's website which has been tested and is now fully functional. A link will be provided to Local Administrations for review and feedback.

XIV. Adjournment

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

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

COPY TESTE:

(Secretary)

Project Financial Report

Middle Peninsula Planning District Commission
 Period Ending: 6/30/2020

Run Date: 07/17/2020
 Run Time: 10:36:54 am
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Expenditures

Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30013	EE&CBG Project	4,565.00	(2.72)	5,062.66	(497.66)	110.90%	5,202.53	139.87
30117	Urbanna Comp Plan Update	6,250.00	13.02	6,447.48	(197.48)	103.16%	6,000.00	(447.48)
30118	MPA Staff Support	27,574.89	4,466.73	20,631.91	6,942.98	74.82%	9,344.54	(11,287.37)
30170	MPBDP Staff Support	22,374.22	(1.47)	22,872.53	(498.31)	102.23%	26,484.16	3,611.63
30215	TDM Marketing	24,844.00	66.62	73,020.09	(48,176.09)	293.91%	19,264.52	(53,755.57)
30216	FY20 TDM Operating	84,807.00	3,329.58	44,331.89	40,475.11	52.27%	22,865.16	(21,466.73)
30317	FY20 Rural Transportation Planr	72,391.00	344.79	73,074.51	(683.51)	100.94%	37,309.14	(35,765.37)
30420	Onsite Loan Management	179,713.02	(20.56)	164,967.87	14,745.15	91.80%	197,564.64	32,596.77
30428	WQIF 2016, \$183500 RLF match	216,500.00	(4.95)	216,153.46	346.54	99.84%	184,337.30	(31,816.16)
30450	Septic Pumpout	21,804.00	897.95	9,535.04	12,268.96	43.73%	4,045.35	(5,489.69)
31002	GA Lobby FY09	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	25.70	44,881.69	(1,881.69)	104.38%	47,094.45	2,212.76
31209	Re-entry Plan	44,050.00	8.79	46,334.71	(2,284.71)	105.19%	11,047.19	(35,287.52)
31210	Emergency Mgmt FY19-FY20	49,500.00	3.32	53,434.44	(3,934.44)	107.95%	28,367.47	(25,066.97)
31500	Living Shoreline Incentive Progr:	26,196.92	202.14	18,745.26	7,451.66	71.56%	37,259.45	18,514.19
32015	PAA Staff Support	12,200.00	460.75	12,623.41	(423.41)	103.47%	6,953.04	(5,670.37)
32017	NAWCA PAA project	75,000.00	(22.28)	75,359.18	(359.18)	100.48%	75,000.00	(359.18)
32144	Coastal TA FY19	69,000.00	(72.28)	72,645.94	(3,645.94)	105.28%	65,550.00	(7,095.94)
32145	CZM Dredging	50,000.00	46.68	51,865.15	(1,865.15)	103.73%	48,800.00	(3,065.15)
32146	ANPDC EcoTourism II	48,263.00	27.03	53,574.52	(5,311.52)	111.01%	48,263.00	(5,311.52)
32147	ANPDC Rural Enhancement Autl	5,000.00	(2.21)	5,028.46	(28.46)	100.57%	5,000.00	(28.46)
32148	NNPDC WWF Video	5,000.00	0.27	5,353.72	(353.72)	107.07%	7,561.07	2,207.35
32149	WIP III Update	21,500.00	35.72	23,519.19	(2,019.19)	109.39%	21,500.00	(2,019.19)
32150	CZM Extraction Fee Study	15,000.00	(6.73)	16,361.32	(1,361.32)	109.08%	15,000.00	(1,361.32)
32151	NFWF Landowners Living Shorel	199,914.09	1,154.55	32,340.50	167,573.59	16.18%	14,936.13	(17,404.37)
32152	DCR Fight the Flood	56,345.26	2,165.19	43,805.88	12,539.38	77.75%	4,100.71	(39,705.17)
32153	Coastal TA FY20	69,000.00	11,669.13	57,395.69	11,604.31	83.18%	13,196.36	(44,199.33)
32154	ANPDC EcoTourism3	58,333.00	2,745.19	41,317.77	17,015.23	70.83%	11,875.01	(29,442.76)
32155	DEQ Planner #16889	65,000.00	6,575.81	52,843.41	12,156.59	81.30%	0.00	(52,843.41)
38019	FY19 Local Projects	0.00	0.00	0.00	0.00	0.00%	37,985.00	37,985.00
38020	Local Projects	222,020.00	7,015.95	117,052.79	104,967.21	52.72%	182,236.54	65,183.75
38801	Hole in Wall Dredging Project	129,395.00	6,722.89	27,296.53	102,098.47	21.10%	0.00	(27,296.53)
38802	Davis Creek Dredging Project	132,128.00	7,886.65	28,454.09	103,673.91	21.54%	0.00	(28,454.09)
38803	Aberdeen Creek Dredging Proje	117,528.00	1,159.91	10,694.53	106,833.47	9.10%	0.00	(10,694.53)
38804	Timberneck Creek Dredging Pro	115,328.00	1,159.14	10,836.78	104,491.22	9.40%	0.00	(10,836.78)
Totals:		2,361,311.90	58,050.30	1,594,341.24	766,970.66	67.52%	1,263,874.51	(330,466.73)

Balance Sheet by Category

Middle Peninsula Planning District Commission
 Period Ending: 6/30/2020
 Format: 1 Board

Run Date: 7/17/20
 Run Time: 10:38:25 am
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Assets:

Cash in Bank	200,617.49
Cash in Bank, Restricted	387,192.36
Receivables	160,027.88
Property & Equipment	7,582.08
Prepaid Pension (Deferred Outflows)	10,096.25

Assets:	\$765,516.06
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Liabilities:

Accounts Payable	13,067.27
VRA Loan Payables	312,659.67
Payroll Withholdings	1,671.13
Accrued Leave	45,754.63
Deferred Revenue	(5,261.72)
Deferred Inflows (VRS)	113,784.00
Net Pension Liabilities	8,337.00
Cost Allocation Control	2,579.24

Liabilities:	\$492,591.22
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Equity:

Not Assigned to a Code	(77,281.93)
Local Initiatives/Information Resources	115,653.27
Economic Development	(6,660.37)
Transportation Programs	(110,987.55)
Emergency Management Projects	(58,141.32)
Onsite Repair & Pumpout	(4,305.69)
Housing	(98.91)
Coastal Community & Environmental	(181,754.80)
Public Access Auth Programs	(6,029.43)
Temporarily Restricted	179,741.44
General Fund Balance	422,790.13

Equity:	\$272,924.84
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Total Liabilities and Equity	\$765,516.06
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Balance:	\$0.00
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Agencywide R&E by Category

Middle Peninsula Planning District Commission
 Period Ending: 6/30/2020
 Format: 1 Agencywide R&E

Run Date: 7/17/2020
 Run Time: 10:38:56 am
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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	135,099.00	0.00	100.00%
Local Other Revenues	40,446.00	0.00	33,132.00	7,314.00	81.92%
Local Other Organizations	21,044.00	0.00	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	271.19	14,069.02	(1,069.02)	108.22%
RevolvingLoan Program Income	14,500.00	756.54	60,858.29	(46,358.29)	419.71%
Revenues	1,192,168.00	1,027.73	599,687.58	592,480.42	50.30 %
Expenses					
Personnel	362,048.00	36,084.00	386,403.16	(24,355.16)	106.73%
Communications	1,131.00	0.00	34.16	1,096.84	3.02%
Equipment & Supplies	1,400.00	0.00	749.59	650.41	53.54%
Travel	3,500.00	0.00	6,492.13	(2,992.13)	185.49%
Professional Development	13,210.00	0.00	4,548.50	8,661.50	34.43%
Contractual	521,315.00	6,666.14	283,755.78	237,559.22	54.43%
Miscellaneous	41,196.00	1,024.00	32,398.16	8,797.84	78.64%
Regional Share	0.00	0.00	24,021.87	(24,021.87)	0.00%
	0.00	14,276.16	190,890.96	(190,890.96)	0.00%
Expenses	943,800.00	58,050.30	929,294.31	14,505.69	98.46 %
Agency Balance	248,368.00	(57,022.57)	(329,606.73)		

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Middle Peninsula Planning District Commission
Executive Director's Report of Regional Progress
July 22, 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: lawrence@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 phone call from a Virginia Beach resident for Living Shoreline assistance. Informed caller we can only provide assistance for Middle Peninsula residents.
- Received phone call from a Mathews resident representing himself and his neighbors for Living Shoreline assistance. After several discussions, he was informed that VMRC will not certify a group project as a Living Shoreline due to a lack of groins.
- Received a phone call from a current Living Shoreline recipient asking if there were any tax breaks for this situation or if the grant just adds to their income? I coordinated with our accountant and relayed his message that “they receive a reimbursement for costs incurred to improve their property under the program guidelines. Accordingly, the thought is that it is not income to the grant recipients. The payments would reduce their tax basis in the property rather than being taxable income.”
- Working with VRA for closing of the new loan for FY2021.
- Received and processing application from Deltaville Boatyard and Marina for LS help.
- *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 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.

- Drafted and submitted the interim report for the Phase III WIP project to DEQ on June 30th.
- Attended an Urban Stormwater Workgroup Meeting that discussed terrestrial rainfall changes in the United States.
- Provided a monthly update to local planners regarding Phase III WIP related conferences, trainings and webinars.

- Created outreach material for social media and the WIP website to meet grant outreach requirements.

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 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.

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.*

- Solicit feedback for soft launch of program website.

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 July 2. At this meeting topics discussed included: Monthly website updates for June; Website Metrics; Blog Posts; and Email Marketing. Additionally, a draft RCVA Watertrails 36-Month Marketing Strategy will be presented at the August meeting.
- Chmura provided a draft document that looks at the economic impacts of ecotourism in Middle Peninsula.
- Checked in with Consociate Media regarding the status of the project deliverables. Consociate Media stated that they are on target to meet project deadlines.
- Consulted with landowners in Middlesex County regarding public access and tourism opportunities.
- Consulted with Catherine Shankles, Assistant Attorney General, Office of the Attorney General regarding public access for launching kayaks and beach walking on public land, with no deed of record.

Project 32155 – DEQ Planner

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

Project 32158 – Virginia Coastal TA FY21

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

- Consulted with Karen Duran, Karen M. Doran Clean Water Financing and Assistance Program Manager, Virginia Department of Environmental Quality and James Martin Chesapeake Bay Program Manager, Virginia Department of Environmental Quality 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 1 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 one of Tidewater's largest and most experienced 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, Environmental, 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, Vice President of Balzer & Associates concerning providing engineering and design services under the MPPDC Fight the Flood program.
- Convened a call with National Fish and Wildlife (NFWF) senior managers to discuss approaches to developing shovel ready shoreline projects that will more easily qualify for funding under NFWF programs.
- Consulted with legal counsel for guidance on procurement for FishLine Go Virginia Grant to develop an on-line mobile application to assist commercial watermen with gaining access to consumers who wish to purchase seafood.
- Consulted with Lauren Stuhldreher, U.S. Department of Commerce, Economic Development Administration concerning an application requesting financial assistance for various Middle Peninsula disaster resiliency projects.
- Consulted with a local realtor interested in exploring land donations to the Middle Peninsula Chesapeake Bay Public Access Authority.
- Consulted with two private landowners interested in donating multiple parcels to the Middle Peninsula Chesapeake Bay Public Access Authority in Gloucester County.
- Consulted with Middle Peninsula Local Government Administrators to develop a Middle Peninsula Back to Business program to assist local business with cost recovery for business impacts related to COVID.
- Consulted with a local aquaculture and commercial seafood retailer on how to apply for cost reimbursement under the Middle Peninsula Back 2 Business programs.
- Consulted with a waterfront landowner about public trust and trespass issues along the waterfront. Provide a contact at VMRC regarding public trust bottomlands.
- Consulted with a Deltaville marina owner regarding accessing loan funds to install a living shoreline at the marina.

- Discussed Army Corps of Engineers section 408 review standards for dredging projects with JP Woodley, Principle Environmental and Energy Practice for Advantus Strategies.
- Convened monthly Local Government Administrators meeting. Discussed COVID impacts on local government finances, B2B program status. Received updates from Dr Rich Williams, Three Rivers Health District Director. Was advised of Commercial seafood processing plants COVID hotspots and how VDH will be monitoring and contract tracing.
- Consulted with Shawn Crumlish, Virginia Resource Authority and Dan Seigle, Sands Anderson regarding living shoreline loan closing documents for VRA MPPDC loan #2.
- Consulted with Anne Payne, Gloucester County Engineering Department regarding the MPPDC Fight the Flood program and how it works.
- Followed up with Scott Kudlass, DEQ Water Supply Manager regarding updates to the Middle Peninsula Water Supply Plan.
- Consulted with a local seafood company requesting a special use permit related to VDOT traffic requirements.
- Develop and submit proposal for VA Clean Water Revolving Loan Funds for funding to establish stormwater BMP RLF for shoreline management infrastructure.
- Participate in FEMA Building Resilient Infrastructure and Communities informational webinar.

Project 32159 – DEQ Planner Yr2

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

Project 32160 – ANPDC Eco Tourism IV

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.

General Dredging Projects (Hole-in-the Wall, Davis Creek, Aberdeen Creek, and Timberneck Creek)

Project 38801 – Dredging Hole-in-the-Wall

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

Project 38802 – Dredging Davis Creek

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

Project 38803 – Dredging Aberdeen Creek

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.

- Continued research on beneficial use placement strategies. Coordinated with VIMS shoreline studies program on consolidating of project work.

Project 38804 – Dredging Timberneck Creek

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.

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

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

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

Project 320180 – Mathews NFWF

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

- Reviewed and executed contract Scope of Work for project start up.
- Discussed project scope with Berkley Group planners who will be assisting on the project.

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.*

- Received signed contract from Go Virginia staff to initiate project start up.
- Received sole source draft contracts from MPPDC legal consultants for review and execution.

TRANSPORTATION

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

Project 30215 - Transportation Demand Management (TDM) Marketing Plan

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

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.
- Conducted multiple discussions with Kathy Molin about possible delay and cuts to FY21 TDM award funding due to COVID. CTB met in early June and had their budget approved. Our TDM budget for FY21 Q1 has been cut to \$9,701.00 covering staff salaries, fringe and indirect. The General Assembly meets in August so we will hear more for future quarter funding instructions.
- ***Current commuter database – 390***
- ***Number of Commuters with logged alt mode trips in June – 74***
- ***Number of logged alt trips in June – 186***
- ***Reduced miles (VMT) in June – 4,302***
- ***Commuter Savings in June – \$2,474***

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 July Regional Planners Meeting.
- Assist Gloucester County with SmartScale applications.
- Conceptualize inventory of VDOT roads connecting to navigable waterways.
- Participate in Commonwealth Transportation Board meeting.
- Finalize FY21 RTP contract.

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).

- 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.
- Completed King and Queen County septic pumpout.
- Received voicemail from Middlesex County resident inquiring about septic pumpout program.
- Returned call from Middlesex County resident and provided web address to download a septic pumpout application.
- Updated septic pumpout records for quarterly reporting.
- Received voicemail from Gloucester County resident requesting septic pumpout application.
- Returned call from Gloucester County resident to obtain mailing address and mailed caller a septic pumpout application.
- Contacted V'Lent Lassiter, DEQ to report issues with the BMP website. As of July 20th, still waiting for reply.
- Completed septic pumpout quarterly report and sent to MPPDC Chief Finance Director for financials.
- Sent completed septic pumpout quarterly report to V'Lent Lassister, DEQ.

• Septic Pumpouts as of July15, 2020

Applications Mailed	89
Incomplete Applications	04
Approved Applications	48
Vouchers Issued	48
Completions	36

• Pumpout Vouchers by County

Essex	13
Gloucester	07
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.

- Participated in a debriefing call with Matt Wagner, National Main Street Center and Kyle Meyer, (DHCD) to review their Small Scale report and discuss next steps that “could” be considered.
- Coordinated removal of signer from MPA account at C&F bank.
- Working with Shantel Eilenfield of BHT, Inc. providing information and documentation for the filing of MPA taxes.

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.

- Attending a webinar hosted by FEMA that reviewed the launch of the Building Resilient Infrastructure and Communities (BRIC) Program. BRIC supports states, local communities, tribes and territories as they undertake hazard mitigation projects reducing the risks they face from disasters and natural hazards. BRIC is a new FEMA pre-disaster hazard mitigation program that replaces the existing Pre-Disaster Mitigation (PDM) program. Funding is expected to be available starting Fall.
- Review and conceptualize proposals for various CARES funding programs.
- Develop plans for MPPDC IT Management.
- Develop FY21 work plan for Berkley Group staff.

Project 301820 – COVID Cares Act

- Corresponded with staff on Back to Business program instructions for processing business and rent/mortgage applications.
- Participated in virtual training session with staff on Back to Business guidelines.
- Corresponded with staff via email with program application questions.
- Received Back to Business program updates from staff.

Project 301821 – Back to Business – Essex County

- Forwarded an incomplete Essex County Back to Business application to staff member who will follow-up with applicant to request what needs to be included in order to review their application.
- Received part of the requested information from Essex County Back to Business applicant. Reviewed application and forwarded to staff member who will again follow-up with applicant to request items necessary to review their application.

Project 301822 – Back to Business – Gloucester County

- Received voicemail from Gloucester County business owner with questions regarding the Back to Business program.
- Received and reviewed 2 Gloucester County Back to Business applications.
- Received and reviewed 2 Gloucester County Back to Business applications and 1 rent/mortgage application.
- Forwarded an incomplete Gloucester County Back to Business application to staff member who will follow-up with applicant to request what needs to be included in order to review their application.
- Received phone calls from 3 Gloucester County business owners with questions concerning the Back to Business application process.
- Received and reviewed Gloucester County Back to Business application. Application was forwarded to staff for next steps.
- Forwarded an incomplete Gloucester County Back to Business application to staff member who will follow-up with applicant to request what needs to be included in order to review their application.
- Forwarded two incomplete Gloucester County Back to Business applications to staff member who will follow-up with applicant to request what needs to be included in order to review their application.
- Received requested information from two Gloucester County Back to Business applicants. Applications were reviewed and forwarded to staff for next steps.
- Recommended approval of a Gloucester County Back to Business application and submitted to the county for final determination.

Project 301823 – Back to Business – King & Queen County

- Received and reviewed a King and Queen County business application.
- Recommended approval of a King and Queen County Back to Business application and submitted to the county for final determination.

Project 301824 – Back to Business – Mathews County

Project 301825 – Back to Business – Middlesex County

- Received and reviewed Middlesex County Back to Business application. Application was denied as expenses/purchases were incurred before COVID-19. Application and review were forwarded to staff member for final review and determination.

- Received corrected Back to Business application from Middlesex County business. Application was reviewed and forwarded to staff for next steps.
- Received email from Middlesex County resident inquiring about Back to Business program eligibility.
- Recommended approval of a Middlesex County business application and submitted to the county for final determination.

Project 301826 – Back to Business – Town of West Point

- Received phone call from Town of West Point business owner concerning qualified purchases.
- Consulted with Program Manager concerning a qualified purchase made by Town of West Point business.
- Contacted Town of West Point business owner and informed the purchase was a qualified purchase according to the program manager.

Project 38800 - Local Dredging Technical Assistance Projects

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

- Coordinate with US Army Corps of Engineers regarding categorical permission in federally authorized channels.
- Coordinate contract and service agreements for four FY21 VA Port Authority Waterway Maintenance Funding awards.
- Coordinate activities for 4 current VPA dredging design projects including researching and identifying possible options for beneficial reuse of dredge material.
- 4 channel characterization surveys were completed including bathymetric surveys and sediment coring.
- Coordinate potential studies/research for innovative alternatives for beneficial use of dredge material.

Project 38806 – Cedarbrush Dredging

- Reviewed MPPDC service agreement for distribution to host locality for project start up.

Project 38807 – Parrots Dredging

- Reviewed MPPDC service agreement for distribution to host locality for project start up.

Project 38808 – Winter Harbor Dredging

- Reviewed MPPDC service agreement for distribution to host locality for project start up.

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 22

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 project contract and organized information to get started on the project.
- Contacted VDEM regarding their work with Indian Tribes within the Middle Peninsula. Currently, the Pamunkey Tribe is looking to adopt an addendum to the MPPDC regional. Once adopted, the Tribe will bring it to the MPPDC to include in the regional plan.
- Started to update the MOU for localities that will set the scope of work and expectations throughout this project.

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%.

- Convened MPPDC Budget Committee to review draft FY2021 budget. Budget was approved by the Committee.
- Presented FY2021 budget to Commission at the May meeting where it was approved.
- Assisted MPPDC staff with proposal budgets and reviewed proposals prior to being sent out.
- Submitted all project financial reports that were due.
- Reviewed FY21 Q1 salary allocations and discussed project leads.

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

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July 22, 2020

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 O. 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

**RESOLUTION ENDORSING THE SUBMISSION OF
SMART SCALE APPLICATIONS REQUESTING
TRANSPORTATION FUNDING**

WHEREAS the Middle Peninsula Planning District Commission (“the Commission”) in cooperation with the Virginia Department of Transportation (VDOT) and its member jurisdictions completed the 2040 Long Range Transportation Plan (LRTP); and

WHEREAS the 2040 LRTP includes the following transportation improvements; and

WHEREAS during its 2014 session, the Virginia General Assembly enacted legislation in the form of House Bill 2, now titled “Smart Scale”, which established criteria for the allocation of transportation funding for projects within the state; and

WHEREAS the Commonwealth Transportation Board during its meeting of June 27, 2015 approved the Policy and Guidelines for Implementation of a Project Prioritization Process in accordance with Smart Scale; and

WHEREAS many of the transportation projects identified by the MPPDC meet the eligibility criteria for funding under Smart Scale; and

WHEREAS it is in the best interests of the MPPDC and its member jurisdictions to submit applications for Smart Scale funding for eligible transportation projects.

THEREFORE BE IT RESOLVED that the MPPDC fully endorses the submission of Smart Scale applications requesting funding for the following transportation projects:

- **Rte. 30 Bicycle & Pedestrian Improvements** – Project would include bicycle accommodations and pedestrian safety improvements along Rte. 30 between the County Park Entrance and Rte. 612 (Kelley Lane). (Located in King William County)

This the _____ day of _____, 2020

ATTEST _____
(Clerk or Secretary)

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July 22, 2020

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Swartzwelder
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THEREFORE BE IT RESOLVED that the MPPDC fully endorses the submission of Smart Scale applications requesting funding for the following transportation projects along Route 17 which has been designated by Virginia as a Corridor of Statewide Significance :

- **Rte. 17 and Hospital Drive Pedestrian Signal and Crosswalk** – Project would install a crosswalk and pedestrian signal at the intersection of Rte. 17 and Hospital Drive. This project links to and extends current public and private programmed pedestrian improvements along the west side of Rte. 17, within the medical complex, and along Main Street (Rte. 17B) and Fiddlers Green. A crosswalk and pedestrian signal at this intersection will provide a safe facility for multiple users and support the areas growing village development pattern. (Located in Gloucester County)
- **Rte. 17 / Providence Rd. (Rte. 636) Intersection Improvement** – Project includes improvements to the intersection of Rte. 17 and Providence Road to improve safety, capacity, and throughput from Providence Road to Rte. 17.

- **Rte. 17 Widening from 17B South (Main Street) to Short Lane** - Project will widen Rte. 17 from four lanes to six lanes in the area identified as currently congested, starting at Short Lane and extend the north to Rte. 17B south, approximately 1.1 miles.
- **Rte. 17B and TC Walker Intersection Improvements** - Project extends and offsets a right turn lane along Rte. 17B at TC Walker Road.

This the _____ day of _____, 2020

ATTEST _____
(Clerk or Secretary)