



COMMISSIONERS

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

Town of Tappahannock
Hon. Roy M. Gladding
Mr. James W. Sydnor

Gloucester County
Hon. Ashley C. Chriscoe
Dr. William G. Reay
Hon. Michael R. Winebarger

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

King William County
Hon. David E. Hansen
Hon. Travis J. Moskalski
(Treasurer)
Mr. Eugene J. Rivara
Mr. Mark K. Reeter

Town of West Point
Hon. Paul T. Kelley

Mathews County
Hon. O. J. Cole, Jr.
(Vice Chairman)
Mr. Thornton Hill
Hon. Jack White
Ms. Melinda Conner

Middlesex County
Mr. Gordon E. White
Hon. Wayne H. Jessie, Sr.
Hon. John D. Miller, Jr.

Town of Urbanna
Hon. Steve Hollberg

Secretary/Director
Mr. Lewis L. Lawrence

MEMORANDUM

TO: MPPDC Board of Commissioners

FROM: Lewis Lawrence, Executive Director 

DATE: October 18, 2017

RE: October Commission Meeting

The Middle Peninsula Planning District Commission will host its monthly meeting on Wednesday, October 25, 2017 at 7:00 p.m. in the Regional Board Room at the Middle Peninsula Planning District Commission office in Saluda.

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

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

I look forward to seeing you on **October 25th**!

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

7:00 P.M.

Wednesday, October 25, 2017

125 Bowden Street

Saluda VA 23149

- I. Welcome and Introductions
- II. Approval of September Minutes
- III. Approval of September Financial Report
- IV. Executive Director's Report on Staff Activities for the Month of October
- V. Public Comment

AGENDA ITEMS FOR DISCUSSION

- VI. Introduction of new Director of Three Rivers Health District, Dr. Richard Williams
- VII. Stormwater Update
- VIII. Dredging Discussion
- IX. GoVirginia Region 6 Update – Regional Collaborative Proposals
 - Pamunkey.net
 - VASeagrant Resiliency Program
- X. Other Business
- XI. Adjournment

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MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

September 27, 2017

Saluda, Virginia

I. Welcome and Introductions

The monthly meeting of the Middle Peninsula Planning District Commission was held in the Regional Board Room at the Middle Peninsula Planning District Commission office in Saluda, Virginia on Wednesday, September 27, 2017, at 7:00 p.m. MPPDC Chairman Thomas Swartzwelder welcomed everyone in attendance.

Commissioners Present

Essex County: John Magruder

King and Queen County: Tom Swartzwelder

King William County: Travis Moskalski, Eugene Rivara, David Hansen, Mark Reeter

Gloucester County: Michael Winebarger, Dr. Willy Reay

Mathews County: Jack White, O.J. Cole, Jr., Tim Hill, Melinda Conner

Middlesex County: Gordon White, Wayne Jessie

Commissioners Absent

Essex County: Margaret "Prue" Davis, John Clickener

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

Gloucester County: Ashley Chriscoe

Middlesex County: Jack Miller

Town of Tappahannock: Monte "Roy" Gladding, James Sydnor

Town of Urbanna: Steve Hollberg

Town of West Point: Paul Kelley

Also in Attendance

Lewis Lawrence, MPPDC Executive Director

Beth Johnson, MPPDC Finance Director

Harrison Bresee III, MPPDC Regional Emergency Planner

Dawn Kirby, MPPDC Secretary

Neal Barber, Community Futures

Paul Oswell, Director Central Region Virginia Department of Social Services

Beth Barry, Director Gloucester Dept of Social Services

Rebecca Morgan, Director Middlesex Dept of Social Services

Rose Lewis, Former MPPDC Secretary

Delegate Keith Hodges

Citizens

II. Approval of July 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 July Minutes. Mr. White moved that the July Minutes be approved. Mr. Rivara seconded the motion; motion carried.

III. Approval of July and August Financial Reports

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

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

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

Mr. Lawrence directed Commissioners' attention to several items:

- Mr. Lawrence consulted with Kevin McLean, Virginia Conservation Assistance Coordinator, VASWCD concerning status of VCAP program at Tidewater Soil and Water Conservation District. MPPDC staff were informed that the VCAP cost-share program has been put on hold at Tidewater SWCD due to lack of staff to administer the program. This leaves homeowners in Middlesex, Mathews and Gloucester ineligible for cost-share funds until after January 2018. This is concerning as these are the homeowners most likely to be interested in the funding. Mr. Lawrence will meet with Delegate Keith Hodges to discuss this situation further.
- Two of three Living Shoreline projects have been completed. The 3rd living shoreline project for \$14,000 has been approved. Project to be installed in Mathews. The Virginia Clean Water Revolving Loan Fund provided \$250,000 to capitalize MPPDC's Living Shoreline Incentive Program Revolving Loan Fund. To-date, \$130k has been expended, leaving a balance of \$170k for future applicants. Requests for applications continue to exceed expectations.
- Met with Stephanie Heinatz, CEO of Consociate Media to discuss strategies for the release of the Eco-Business RFP across multiple media platforms.
- Mr. Lawrence pointed out there is a constant interest in Transportation Demand Management Services with a current commuter database of 146.
- Contacted the Virginia Department of Game and Inland Fisheries at the request of Delegate Keith Hodges concerning facility management questions at Tanyard Landing Road ending and boat ramp/dock, Gloucester County.

The Department of Game and Inland fisheries has downgraded Tanyard Landing.

- MPPDC will host a Floodplain Workshop for the Virginia Department of Conservation on October 18 in the PDC Boardroom. This Workshop is for local floodplain administrators and other local staff and/or local elected officials to introduce participants to the VA DCR Floodplain Management staff and provide updated training on floodplain management requirements. Mr. Lawrence impressed upon the Commission, the importance of their staff being made aware of this opportunity in an effort to stay informed of the changes at FEMA and what is in store for the future.
- Received a request from FEMA regarding flood map updating referred to as “risk map”. The opportunity presents a chance to re-think and re-evaluate how localities identify structures at risk to flooding. Advised Middle Peninsula localities of the FEMA opportunity to engage in the map update process. Mr. Lawrence stated information has been provided to local Administrators.
- All localities have selected an appointee to serve on the Water Supply Planning Committee and communication with MPPDC staff has begun.
- Received notification from Bob Hicks, Director of the Office of Environmental Health Services, Virginia Department of Health regarding the announcement of a new Three Rivers Health Director and distributed to local administrators. Mr. Lawrence informed the Commission Dr. Richard Williams has been hired as the new Director for Three Rivers Health. Dr. Richard Williams retired from NASA and will be a great asset to the Middle Peninsula. Mr. Lawrence will set a meeting with local Administrators and Town Managers to meet Dr. Williams in the near future.
- Requested building permit data from all Middle Peninsula localities for commercial development between 2500 ft.² up to 1 acre for use in the Stakeholder group formed under House Bill 1774 as evidence that little to no commercial development is happening within the Middle Peninsula, Northern Neck and Eastern Shore. Data shows that each locality averages 2 projects per year or less. Mr. Lawrence stated over the last 5 years, some localities had no projects to report and some reported two projects thus showing little to no commercial development is happening within the regions.
- Coordinated with Joe Schumacher of Congressman Robert Wittman’s office to meet with the Army Corps of Engineers to discuss dredging funding and project prioritization process across the Middle Peninsula and the rest of the Chesapeake Bay. Meeting was held at VIMS with representatives from Delegate Hodges’ office, Mathews County, VIMS, VMRC and others.
- Consulted with Joyce McGowan, VDOT Resident Engineer for the Saluda Residency concerning SmartScale How to Apply future workshop meeting

opportunities. Mr. Lawrence reported the SmartScale How to Apply Workshop will be held on October 23 in the PDC Boardroom in Saluda.

V. Public Comment

None.

VI. Virginia Department of Social Services Presentation on Fostering Futures and Automation for Benefit Programs, Paul Oswell, Regional Director VDSS

Paul Oswell, Regional Director for the Virginia Department of Social Services gave a PowerPoint presentation and discussed the completion of the department's migration to a single automated online services system. For the first time, all public assistance programs functionality for applications, renewals, and case management resides in a single automated system. Applicants can access benefits online, via mail, telephone, fax or in person. Mr. Oswell continued with a PowerPoint presentation of the Fostering Futures program which allows foster clients who have reached 18 years of age to continue to be provided assistance until the age of 21. The federal Fostering Connections to Success program allows for extension of foster care services to age 21. To be eligible, clients must be between 18 and 21 years of age and must have been in foster care immediately prior, be completing secondary education, in a GED program, enrolled in college or a vocational program, attending classes to promote employment, or working at least 80 hours per month. The state program became active July 1, 2016.

VII. General Assembly Resolution of Appreciation to Rose Lewis, Keith Hodges

Delegate Keith Hodges presented former MPPDC Secretary, Rose Lewis with a Resolution of Appreciation from the Virginia General Assembly for Twenty-One years of public service to the Middle Peninsula Planning District Commission. After much applause, Ms. Lewis thanked Del. Hodges and the Commission for recognizing her years of service and also thanked them for their service to the Middle Peninsula. Ms. Lewis retired on November 30, 2016 having begun working for the Commission on July 5, 1995.

VIII. GoVirginia Region 6 Update

Neal Barber, President of Community Futures provided a PowerPoint presentation on the activities of GoVirginia Region 6. The purpose of GO Virginia is to create more and higher paying jobs through incentivized collaboration, primarily from out-of-state revenue, which diversifies and strengthens regional economics. GO Virginia grants will be available for collaborative projects. A How to Apply Workshop was scheduled for September 29 at the MPPDC Boardroom in Saluda.

IX. Update on the Middle Peninsula-Pamunkey Tribe Broadband Study

Lewie Lawrence, Executive Director updated the Commission on the progress of the Middle Peninsula-Pamunkey Tribe Broadband Study devised by Design Nine. Mr. Lawrence stated he has contacted CIT for a feasibility study and is currently awaiting their response as to the costs involved with this project. Once those figures come back, localities will be contacted concerning interest and it is at that point, individual costs can be ascertained. The CIT feasibility study will be one of the projects for which regional GO Virginia funding will be sought. Other topics of discussion were Economic Growth and Development; Tax Incentives; Collaboration with MPA, Local Administration and Rappahannock Community College. The MPPDC Region Broadband Plan and Final Recommendations report has been made available online at the MPPDC website for public viewing.

X. Other Business

• **Motion to Approve 2017 Update to CEDS Plan – Continuation from June 2017 Agenda**

Chairman Swartzwelder requested a motion to approve the 2017 Update to the Middle Peninsula CEDS Plan as presented at the June 2017 MPPDC meeting. Mr. Rivara so moved; Ms. Conner seconded the motion; motion carried.

• **Candidate Forums**

There has been interest shown from local political candidates to speak at MPPDC meetings. After some discussion, it was suggested the Commission not hold candidate forums. Chairman Swartzwelder requested a motion not to allow political candidates opportunity to address the Commission at MPPDC meetings. Mr. Rivara so moved; Mr. Hill seconded the motion; motion carried.

XI. Adjournment

Chairman Swartzwelder requested a motion to adjourn the meeting. Mr. Moskalski so moved; Mr. Hill seconded. The motion carried.

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

COPY TESTE:

(Secretary)

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Project Financial Report

Middle Peninsula Planning District Commission

Run Date: 10/13/2017
 Run Time: 2:22:45 pm
 Page 1 of 1

Period Ending: 09/30/17

		----- Expenditures -----						
Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30013	EE&CBG Project	3,975.00	-4.44	4,053.65	-78.65	101.98%	4,326.57	272.92
30109	MPEDRO Staff Support	20,800.38	528.49	19,128.24	1,672.14	91.96%	17,199.98	-1,928.26
30111	Blue/Green Infrastructure	36,140.77	-114.39	24,798.96	11,341.81	68.62%	21,140.77	-3,658.19
30170	MPBDP Staff Support	22,213.09	63.32	20,419.43	1,793.66	91.93%	22,160.18	1,740.75
30213	FY18 TDM	84,807.00	4,421.96	15,677.70	69,129.30	18.49%	0.00	-15,677.70
30315	FY18 Rural Transportati	72,500.00	5,271.29	16,289.83	56,210.17	22.47%	0.00	-16,289.83
30420	Onsite Loan Management	168,942.76	618.49	145,917.88	23,024.88	86.37%	178,475.86	32,557.98
30428	WQIF 2016, \$183500 R	216,500.00	11,658.53	55,312.75	161,187.25	25.55%	23,879.90	-31,432.85
30429	Septic Pumpout 2017/EPA	11,082.00	442.26	5,201.57	5,880.43	46.94%	6,700.94	1,499.37
30502	Water Supply Planning	162,950.00	630.99	124,929.10	38,020.90	76.67%	160,632.45	35,703.35
31002	GA Lobby FY09	18,247.75	0.00	18,247.75	0.00	100.00%	24,000.00	5,752.25
31204	Regional Emergency Plan	95,000.00	8,464.88	43,149.75	51,850.25	45.42%	21,660.93	-21,488.82
31205	MSAT Phones/2016SHS	47,340.88	0.00	58,426.10	-11,085.22	123.42%	47,509.59	-10,916.51
31206	Regional EOP Gap Analy	82,851.00	-269.69	83,129.29	-278.29	100.34%	59,031.34	-24,097.95
31500	Living Shoreline Incentiv	25,830.00	213.12	5,287.89	20,542.11	20.47%	5,945.85	657.96
32015	FY17 PAA Staff Support	8,027.46	275.07	4,713.82	3,313.64	58.72%	8,027.46	3,313.64
32016	VIMS Living Shoreline/	92,636.80	67.87	1,501.79	91,135.01	1.62%	1,230.16	-271.63
32017	NAWCA PAA project	0.00	0.00	0.00	0.00	0.00%	75,000.00	75,000.00
32138	FY17_Coastal_TA/NOA	60,000.00	6,442.98	60,551.61	-551.61	100.92%	40,546.93	-20,004.68
32139	Eco_Business - PAA Mat	47,000.00	5,186.78	47,468.17	-468.17	101.00%	33,860.14	-13,608.03
32140	FY18 Coastal TA	0.00	50.00	50.00	-50.00	0.00%	0.00	-50.00
32210	WWF Initative/NOAAC	50,000.00	4,611.07	45,349.79	4,650.21	90.70%	31,512.90	-13,836.89
38018	FY18 Local Projects	170,904.00	2,868.60	7,624.07	163,279.93	4.46%	112,167.84	104,543.77
Totals:		<u>1,497,748.89</u>	<u>51,427.18</u>	<u>807,229.14</u>	<u>690,519.75</u>	<u>53.90%</u>	<u>895,009.79</u>	<u>87,780.65</u>

Balance Sheet by Category

Middle Peninsula Planning District Commission

Run Date: 10/13/17
Run Time: 2:24:39 pm
Page 1 of 1

Period Ending: 09/30/17
Format: 1 Board

Assets:

Cash in Bank	446,871.99
Cash in Bank, Restricted	225,864.73
Receivables	302,263.60
Property & Equipment	9,430.43
Prepaid Pension (Deferred Outflows)	30,454.00

Total Assets:	\$1,014,884.75
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Liabilities:

Accounts Payable	1,442.79
VRA Loan Payables	139,132.87
Payroll Withholdings	1,005.81
Accrued Leave	45,589.34
Deferred Inflows (VRS)	220,036.00
Net Pension Liabilities	56,917.00
Cost Allocation Control	(1,670.42)

Total Liabilities:	\$462,453.39
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Equity:

Local Initiatives/Information Resources	110,296.02
Economic Development	-4,732.32
Transportation Programs	-31,967.53
Emergency Management Projects	-56,503.28
Onsite Repair & Pumpout	2,626.86
Housing	110.51
Coastal Community & Environmental	-46,841.64
Public Access Auth Programs	78,042.01
Mandates	35,708.66
Temporarily Restricted	182,126.96
General Fund Balance	283,565.11

Total Equity:	\$552,431.36
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Total Liabilities and Equity	\$1,014,884.75
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Balance:	\$0.00
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Agencywide R&E by Category

Middle Peninsula Planning District Commission

Run Date: 10/13/2017
 Run Time: 2:26:30 pm
 Page 1 of 1

Period Ending: 09/30/17
 Format: 1 Agencywide R&E
 With Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Ovr	% Bud
Revenues					
Local Annual Dues	109,899.00	16,300.00	109,899.00	0.00	100.00%
Local Other Revenues	28,524.00	600.00	45,907.85	-17,383.85	160.94%
Local Other Organizations	15,000.00	0.00	0.00	15,000.00	0.00%
State Revenues	143,817.00	0.00	750.00	143,067.00	0.52%
Federal Revenues	474,620.00	75,000.00	78,350.47	396,269.53	16.51%
Miscellaneous Income	7,700.00	5,962.88	7,109.91	590.09	92.34%
RevolvingLoan Program Income	9,000.00	1,206.72	37,625.50	-28,625.50	418.06%
Revenues	788,560.00	99,069.60	279,642.73	508,917.27	35.46%
Expenses					
Personnel	341,895.00	33,228.11	97,300.67	244,594.33	28.46%
Facilities	30,878.00	2,532.53	7,670.73	23,207.27	24.84%
Communications	4,400.00	235.12	1,483.38	2,916.62	33.71%
Equipment & Supplies	4,900.00	210.36	942.03	3,957.97	19.23%
Travel	10,350.00	506.27	2,484.00	7,866.00	24.00%
Professional Development	9,950.00	50.00	5,980.35	3,969.65	60.10%
Contractual	323,574.00	11,935.36	66,200.98	257,373.02	20.46%
Miscellaneous	58,685.00	2,729.40	10,841.26	47,843.74	18.47%
Expenses	784,632.00	51,427.15	192,903.40	591,728.60	24.59%
Agency Balance	3,928.00	47,642.45	86,739.33		

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Middle Peninsula Planning District Commission



MPPDC General Fact Sheet

WHAT IS MPPDC?

The Middle Peninsula Planning District Commission (MPPDC) was established pursuant to the Virginia Area Development Act (Title 15.1, Chapter 34, Sections 15.1-1400, et seq., Code of Virginia (1950) as amended) and by joint resolutions of the governing bodies of its constituent member jurisdictions.

The "MPPDC" describes the geographic section of Virginia which encompasses the Counties of Essex, Gloucester, King and Queen, King William, Mathews and Middlesex and the Towns of Tappahannock, Urbanna and West Point.

BACKGROUND

The Agreement to organize a Planning District Commission was made on January 31, 1972, by and between the government subdivisions as authorized by the Virginia Area Development Act.

WHAT DOES MPPDC DO?

The purpose of the Commission is to promote the orderly and efficient development of the physical, social, and economic elements of the Planning District by planning and encouraging and assisting governmental subdivisions to plan for the future.

HOW ARE DECISIONS MADE AT MPPDC?

Decision-making occurs through the Middle Peninsula Planning District Commission, a governing body comprised of elected officials, citizens, and chief administrative officers representing the six counties and three towns in the region.

QUICK FACTS

Region at Glance

- > Six Counties: Essex, Gloucester, King & Queen, King William, Mathews and Middlesex
- > Three Towns: West Point, Urbanna, and Tappahannock
- > 1,387 Square Miles
- > 1,055 Miles of Shoreline
- > 888,064 Acres of Land

- > 90,826 People
- > \$681 Average Weekly Wage (State=\$1063)
- > 73% Out Commute Rate

By the Numbers

- > 1.1% Total State Population
- > \$50,001 Median Household Income

For More Information:

MPPDC
P.O. Box 286
Saluda Professional Center
125 Bowden Street
Saluda, Virginia 23149
Phone: 804-758-2311
Please visit the MPPDC website at:
www.mppdc.com



Regional Profile:

All data is from Census 2000 and Census 2010 unless otherwise stated

Population Trends				Median Household Income and Unemployment Rate ¹			
Locality	Total Population		Population Growth from 2000-2010	Median Income Estimates		Unemployment Rate Estimates	
	2000	2010		2006-2010	2007-2011	2006-2010	2007-2011
Essex	9,989	11,151	12%	\$46,235	\$44,581	9.0%	8.2%
Gloucester	34,780	36,858	6%	\$58,389	\$60,269	6.5%	5.9%
King & Queen	6,630	6,945	5%	\$44,442	\$48,170	8.6%	7.4%
King William	13,146	15,935	21%	\$64,964	\$64,982	7.3%	6.7%
Mathews	9,207	8,978	-2%	\$47,435	\$54,118	5.9%	6.0%
Middlesex	9,932	10,959	10%	\$50,207	\$53,615	7.4%	6.4%
Town of Tappahannock	2,138	2,375	11.1%	\$39,149	\$35,313	6.6%	7.6%
Town of Urbanna	543	476	-12.3%	\$44,813	\$45,682	1.5%	4.5%
Town of West Point	2,866	3,306	15.4%	\$51,979	\$52,768	7.4%	9.5%
Region Total	83,684	90,826	9%	\$49,735	\$51,055	7.6%	6.5%

Race in the Middle Peninsula												
Locality	White			Black			Asian			Other		
	2000	2010	Percent Change	2000	2010	Percent Change	2000	2010	Percent Change	2000	2010	Percent Change
Essex	5,790	6,370	10%	3,900	4,247	9%	81	86	6%	218	448	106%
Gloucester	30,148	32,149	7%	3,585	3,197	-11%	240	286	19%	807	1,226	52%
King and Queen	4,059	4,663	15%	2,365	1,975	-16%	18	17	-6%	188	290	54%
King William	9,703	12,297	27%	2,999	2,819	-6%	48	118	146%	396	701	77%
Mathews	8,038	7,898	-2%	1,036	823	-21%	17	31	82%	116	226	95%
Middlesex	7,797	8,680	11%	1,999	1,978	-1%	12	37	208%	124	264	113%
Regional Total	65,535	72,057	10%	15,884	15,039	-5%	416	575	38%	1,849	3,155	71%

FY18 Locality Budget Data							
Locality	Raise %	Compensation Notes	Real Property Increase	Real Property Rate	Personal Property Increase	Personal Property Rate	Other
Essex	None	Holiday bonus included	\$0.02	\$0.86	\$0.25	\$3.75	\$40 Vehicle Licenses Tax
Gloucester		1% Contingent bonus funded from FY year end operating results	None	\$0.695	None	\$2.95	
King and Queen	2%		-\$0.02	\$0.53	None	\$3.94	
King William	2%		-\$0.02	\$0.90	None	\$3.65	
Mathews	2%		\$0.035	\$0.575	None	\$3.70	
Middlesex		1.5% increase to those "County only" Salaried(not comp board) employees with a favorable evaluation	\$0.03	\$0.56	\$0.42	\$1.65	

¹ Data from the Bureau of Labor Statistics Local Area Unemployment data & the American Community Survey 5-year Estimates

MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

Staff Activities Service Summary of Regional Progress

Locality	Core Services Administered by the MPPDC							
	Information Resources/ Assistance	Coastal Community Development/ Environmental	Transportation	Onsite Repair and Pumpout	Economic Development	Local Initiatives	Housing	Emergency Management
Region-wide	✓	✓	✓	✓	✓	✓	✓	✓
Essex				✓				
Gloucester		✓		✓	✓			
King & Queen		✓		✓				
King William								✓
Mathews		✓	✓	✓				
Middlesex				✓				✓
Town of Tappahannock								
Town of West Point								
Town of Urbanna								
Other		✓	✓					✓

Report on Mandated Initiatives

Locality	Water Supply Plan Update Support Staff: Lewie Lawrence Start Date: 7/2016 Completion Date: TBD		All-Hazards Mitigation Plan Update Support Staff: Jackie Rickards Start Date: 1/2014 Completion Date: 8/2016	
	Participating	Current Status	Participating	Current Status
Essex	✓	Made Appointment to WSP Committee	✓	Adopted
Gloucester	NA	NA	✓	Adopted
King & Queen	✓	Made Appointment to WSP Committee	✓	Adopted
King William	✓	Made Appointment to WSP Committee	✓	Adopted
Mathews	✓	Made Appointment to WSP Committee	✓	Adopted
Middlesex	✓	Made Appointment to WSP Committee	✓	Adopted
Town of Tappahannock	✓	Made Appointment to WSP Committee	✓	Adopted
Town of West Point	✓	Made Appointment to WSP Committee	✓	Adopted
Town of Urbanna	✓	Made Appointment to WSP Committee	✓	Adopted

Opportunities Identified to Implement Commission Priorities

Service Center	Project Title and Description	Funding Requested	Status
Environmental	NFWF TA Service Provider	n/a	Approved
Environmental	DEQ – NPS Septic Repair WQIF grants to homeowners	\$200,000	Funded
Environmental	CZM – ECO PAA Dragon Run	\$40,000	Funded
Environmental	CZM – Coastal Technical Assistance – FY17	\$30,000	Funded
Environmental	NFWF – PAA Living Shoreline Oyster Bag Sills & Monitoring (VIMS)	\$96,637	Funded
Environmental	DEQ – Capitalization – MP Living Shoreline Revolving Loan Program	\$250,000	Funded
Emergency Mgmt	VDEM – Homeland Security Regional Emergency Planner	\$95,000	Not funded
Emergency Mgmt	VDEM – Middle Peninsula/Northern Neck Mass Casualty Functional Exercise	64,473	Funded
Emergency Mgmt	VDEM – Homeland Security Middle Peninsula/Northern Neck Regional Debris Mgmt Plan	43,000	Funded
Environmental	DEQ – Septic Pumpout	\$17,000	Funded
Environmental	NAWCA Acquisitions	\$75,000	Funded
Economic Dev	CZM Legal Research	\$7,000	Submitted
Environmental	CZM FY18 Coastal TA	\$30,000	Funded
Environmental	NFWF – Living Shoreline Cost Share and Demo Project	\$137,000	Not Funded
Environmental	CZM ANPDC WWF	\$10,000	Funded
Housing	VHDA – Community Impact Grant	\$30,000	Funded

MPPDC 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
October 17, 2017

MPPDC: Membership, Appointments, Committee Assignments, and Networks

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

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

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

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

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

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

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

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

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

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

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

MPPDC Staff and Contact Information

Executive Director: Lewis Lawrence

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

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

Finance Director: Beth Johnson

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

Programs: *Commuter/ Employer Transportation Services, Septic Repair & Pumpout Assistance, Revolving Loan Programs Administration, PDC Finance & Grants Administration, PAA staff support, MPEDRO Staff support*

Planner 2: Harrison Bresee

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

Programs: *Regional Emergency Planning*

Planner 2: Jackie Rickards

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

Programs: *Environmental Programs, Graphic Arts*

Secretary: Dawn Kirby

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

Programs: *Septic Pumpout Assistance, Facilities Scheduling*

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

Project 30502 Water Supply Planning

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

- Sent the Water Supply Planning Committee a welcome email and shared the date and content of the first meeting of the Water Supply Planning Committee. The meeting has been scheduled for October 25, 2017 at 9:30 am at the Middle Peninsula Planning District Commission Boardroom. Tammy Stephenson from the DEQ Water Supply Office will attend to discuss the Virginia Hydro Database which will house data needs that meet the state water supply mandate.
- Developed two presentations to explain the Water Supply Planning process. One of the presentations was for a meeting with the Garden Club of Virginia and one was for the Water Supply Planning Committee to explain the purpose of the Committee.
- Corresponded with Donna Sprouse, King & Queen County and Dave Kretz, Middlesex County regarding their role on the Water Supply Planning Committee.

INFORMATION RESOURCES/ASSISTANCE

- Updated www.mppdc.com website – meeting notices, reports, news releases, GoVa meetings.

COASTAL COMMUNITY DEVELOPMENT/ ENVIRONMENTAL

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

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

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

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

Project 32016 - VIMS Living Shoreline

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

Project 31500 - Living Shoreline Incentive Program RLF

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

- Completed Gloucester living shoreline project.
- Submitted reimbursement request to Walter Gills, VCWRLF, DEQ for living shoreline loans.
- Consulted with Gloucester homeowner regarding payoff of NFWF funded loan.
- Consulted with Gloucester homeowner regarding the living shoreline program. Provided application and resources via email.
- 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). 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 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 as well as collections efforts.
- ***Remaining uncommitted funds - \$119,765***

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.

- Processed payment drawdown from ASAP.gov

Project 32140 - Virginia Coastal TA FY18

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

- Executed FY18 contract.
- Consulted with Tanya Cobb, University of Virginia Center for Environmental Negotiation concerning community adaptation scorecard and relationship to NOAA Section 309 funding and future work of the Coastal PDC’s.
- Consulted with Stephanie Heinatz of Consociate Media concerning the Public Access Authority Eco-Business RFP and the need for a social media and marketing approach to inform about private business opportunities.

- Consulted with Beth Polak, Virginia Coastal Zone Management Program in reference to valuation of land to be donated to the PAA and used as match against a Section 306 grant proposal. Provided language linking the Virginia Constitution that requires land to be valued at 100% fair market value to the section of state code that directs county assessments to value land at 100% fair market value.
- Met with Andy Lacatell of the Nature Conservancy to discuss easement monitoring on the Clay Tract and to review the educational and recreational purposes for the two nature viewing platforms completed on the Clay Tract and the relationship to a conservation easement on a portion of the Clay Tract.
- Consulted with a representative from a Canadian solar company looking to lease and/or purchase land across the Middle Peninsula in response to a Virginia Dominion Energy RFP to expand solar. Referred to Middle Peninsula Alliance for assistance.
- HB 1774 Stormwater Workgroup has reached almost final group consensus on an approach that will ultimately go to the General Assembly for consideration and, if approved, will allow localities to choose a different regulatory framework to manage stormwater in rural coastal areas. The solution involves the use of impervious surface for 6-digit HUC code areas. Depending on the level of impervious cover, most rural coastal areas can return to the old MS19 method without any water quality disturbances. Localities will be required to track impervious cover in GIS. Provisions have been recommended to allow for off-site stormwater BMP's in VDOT ditches that would (in concept) allow a developer to build a BMP in and along a ditch versus building an on-site BMP. This could be a significant cost savings to VDOT and allow for some targeted ditch improvement in areas with water quality concerns. Lastly, provisions have been made to allow for 3rd party engineers to handle and submit plans to DEQ. The final report will be approved in late November.
- Consulted with Joe Schumacher, Congressman Rob Wittman's office concerning dredging and Aids to Navigation matters across the Middle Peninsula. US Coast Guard has recently removed navigation makers for entry into the Hole in the Wall and Davis Creek in Mathews County due to shoaling.
- Received \$1900 funding check from the Department of Conservation and Recreation for protected properties donated to the PAA. Donors accessed conservation tax credits and the PAA receives a recordation fee for assisting and managing the protected lands.
- Continued work on the DHCD's Building Collaborative Communities grant program. MPPDC staff reviewed the Rural Coastal Virginia Community Enhance Authority Code of Virginia (§15.2-7600) to understand the purpose of the Authority and intended goals. This information will help create a process to stand up this Authority and needed components.

Project 32141 – Working Waterfront Zoning and Coastal Living Policy Development

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

- Reviewed the scope of work for this new project and developed an outline of tasks needed to be completed.

TRANSPORTATION

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

Project 30212 - 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
- Received phone call from Mathews resident looking for one-time ride to work in Newport News. Provided contact information for possible matching commuter.
- Updated Telework Council Membership list.
- Hosted meeting with DRPT for FY2018 Middle Peninsula Northern Neck Coordinated Human Mobility Committee meeting to be held at MPPDC on 10/19.
- Current commuter database – 147

Project 30314 - 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.

- Prepared and submitted quarterly financial report and reimbursement request and quarterly status report to Stephen Haynes, VDOT.

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 MPDC 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.

- Prepared and submitted quarterly reports, financials and reimbursement requests for WQIF Septic Repair program and Septic Pumpout program to DEQ.
- Approved and closed on loans for septic repairs in Gloucester (2) and Mathews (1).
- Completed 3 repairs in Gloucester and 1 each in King and Queen and Mathews.
- Consulted with contractors regarding completion statements for Gloucester septic repairs.
- Submitted reimbursement request to Walter Gills, DEQ, VCWRLF for loan funds.
- Provided septic program update to Bill Nachman, *Gloucester-Mathews Gazette Journal*. Article ran in September 20 edition.
- Consulted with Tammy Faulkner, Gloucester Health Department regarding Gloucester septic repair application.
- Registered to attend October 17 BMP warehouse webinar. Completed BMPs funded by WQIF funds will have to be entered into the BMP Warehouse beginning November 1.
- Consulted with Rick Hill and Katie Ranger, DEQ regarding program design guidelines update request. DEQ is asking grantees to submit new program designs each year. MPPDC's program design cannot be updated without approval from MPPDC's Board, VRA and DEQ VCWRLF. Prepared and submitted an addendum to the program design specific only to WQIF grants to meet DEQ needs.

- Consulted with Mathews homeowner regarding septic repair and pumpout programs. Directed her to MPPDC website to download applications. Received applications via email. Homeowner to get estimates.
- 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 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 as well as collections efforts.

- ***Remaining uncommitted septic repair funding – \$121,980 in loan funds, \$122,200 in grant funds.***

- Septic Pumpouts as of October 18, 2017

Applications Mailed	33
Approved Vouchers	19
Completions	14

Pumpout Vouchers by County

Essex	03
Gloucester	01
King and Queen	03
King William	00
Mathews	06
Middlesex	06

ECONOMIC DEVELOPMENT

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

Project 30111 - Blue/Green Infrastructure

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

- Consulted with Brent Fedors, Gloucester County Administrator concerning Hampton Roads GO Virginia project proposals and approaches to link to Mary Ball Washington Region 6 Go Virginia proposal for Pamunkey.Net.
- Met with Liz Povar, Principal Officer for Middle Peninsula Alliance and Troy Hartley, Director for Virginia Sea Grant to discuss a possible Go Virginia project proposal that will capitalize on the Middle Peninsula's strongest economic driver, its coastal land and water assets (AKA blue/green infrastructure) in order to build a high-growth, high-skilled water management economy that meets growing regional and global demand for resiliency design technologies, products and services. The proposal will seed funding to created the Rural Coastal Design Institute which will address a global issue for which the Middle Peninsula is the rural nexus. The project will transform the Middle Peninsula's high vulnerability to flooding, shoreline erosion, storm surge and other resilience-related challenges, into an economic innovative asset by 1) leveraging research capabilities at the Virginia Institute of Marine Science (VIMS)/SeaGrant College network to 2) create new technologies that can be commercialized into products and result in creation of technology-and engineering-based design and manufacturing jobs and 3) train a technically-skilled workforce in business and entrepreneurial skills in order to spur business start-ups.

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). 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 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 as well as collections efforts.
- ***Funds available – \$131,734***

Project 30109 – Staff Support to Middle Peninsula Alliance (MPA)

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

- Prepared vouchers, processed A/P, processed deposits and balanced bank account. Prepared monthly and annual financial statements.
- Executed contract with EQR, Inc for Muses Beach Shoreline Stabilization construction (Navy Contract project).
- Prepared and submitted reimbursement and advance request to Navy for Muses Beach Shoreline Stabilization project construction.
- Attended biweekly meetings with Liz Povar, MPA Principal Officer to discuss upcoming MPA activities and workload needs.

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 380181 - Local & Regional Technical Assistance

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

- Assisted DCR with a Floodplain Workshop at MPPDC Boardroom on October 18. MPPDC coordinated meeting and sent invitations to local governments. This workshop provided information on the VA DCR Floodplain management program, National Flood Insurance Program, floodplain ordinances, permitting requirements, use of flood hazard data and maps, the community rating system, and the Virginia Flood Risk Information System to local staff.

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.

- Prepared and submitted annual report to DMME.
- Prepared and submitted EECBC legacy Historic Preservation report to 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). 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 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 as well as collections efforts.
- **Funds available = \$39,820**

EMERGENCY SERVICES

Funding - Pending

Project 31204 - Regional Emergency Management Planner

Regional Emergency Planner position housed at the Middle Peninsula Planning District Commission (MPPDC) in Saluda. The Middle Peninsula crosses VDEM Region 1&5 boundaries. Position will support local Emergency Coordinators by assisting/coordinating homeland security & disaster response preparedness; Rt. 17 evacuation planning; & resource data collection.

- Prepared and submitted quarterly reimbursement request and financial report.
- Met with Tori Rowsey, King William Department of Emergency Services, to discuss Regional Coordination. Ms. Rowsey is taking over many of the Emergency Management roles for the County.
- Met with Matt Walker, Middlesex County Administrator, to discuss the status of the search for a new County Emergency Manager. Mr. Walker stated that the hiring process is complete and the new EM will start in December, 2017.
- Participated in the Virginia Mass Care Task force conference call. The final draft of the Sheltering Plan is complete and being reviewed by VDEM.
- Participated in the "PIE Webinar Series: Plan Integration for Resilience Scorecard". In the webinar, Chad Berginnis, ASFPM Executive Director, Jaimie Hicks Masterson, Associate Director of Texas Target Communities, and Phillip Berke, Ph.D, Director of the Institute of Sustainable Coastal Communities through A&M University discussed a research project and tools being developed for the practitioner community. The project will spatially evaluate networks of plans to reduce hazard vulnerability. Discussion included:
 1. The reason local plans are inconsistent and show how local plans are coordinated
 2. How to identify incongruities within networks of plans
 3. Using the Plan Integration for Resilience (PIRS) process to provide communities developing/updating plans with a guidance framework to reduce future hazard exposure and better align plans and policies
 4. Preliminary results of using the PIRS process in Norfolk, VA

AGENCY ADMINISTRATION

Funding - Indirect cost reimbursements from all PDC projects

MPPDC Administration

Administrative services provided to MPPDC programs. Planned FY18 Indirect Cost rate =58.9%.

- Provided feedback to VAPDC regarding continuing issues with pass-through federal awards and state agencies in regards to 200 CFR. VAPDC asked for specific issues that need to be addressed with specific state agencies and requesting local PDC staff to assist with the project. Committee will have first meeting on 10/20 via conference call.
- Consulted with Shannon Hudson and Christopher Wilmoth, ESI regarding billing problems with Xerox copier. Invoices for copy overruns are not being provided in a timely manner to allow MPPDC to pass costs on to ending projects before they are closed out. Have been attempting to resolve this issue for over a year.

CLOSED FY18 PROJECTS

Project 32138 – Coastal TA FY17

- Drafted and submitted the semi-annual report for the Coastal Zone Management Program.
- Drafted the final report and final project summary for the Virginia Coastal Zone Management Program.
- Developed a brief 2-page report naming and describing MPPDC project funded by CZM in previous years that have produced measurable benefits in subsequent years and/or have served as a foundation for additional projects. MPPDC staff focused on stormwater, living shorelines and public access.
- Prepared and submitted semi-annual and final financial reports and reimbursement request to April Bahen, CZMP.

Project 32139 - Eco-Business Framework

- Draft and submitted the semi-annual report to the Virginia Coastal Zone Management Program.
- Drafted the final report and final project summary for the Virginia Coastal Zone Management Program.
- Prepared and submitted semi-annual and final financial reports and reimbursement request to April Bahen, CZMP.

Project 32210 - Working Waterfronts (Task 93.03)

- Draft and submitted the semi-annual report to the Virginia Coastal Zone Management Program.
- Drafted the final report and the final project summary for the Virginia Coastal Zone Management Program.
- Requested invoice from subrecipient, HRPDC.
- Prepared and submitted semi-annual and final financial reports and reimbursement request to April Bahen, CZMP.

Project 31205 - MSAT Phones

- Project has been completed. Final report submitted to VDEM.
- Prepared and submitted final reimbursement request.

Project 31206 – EOP Gap Analysis Project

- Project has been completed. Final report submitted to VDEM.
- Prepared and submitted final reimbursement request

TALKING POINTS – PAMUNKEYNET PROJECT APPLICATION FOR REGION 6 GO VIRGINIA

- The biggest barrier to business growth and employment for the Middle Peninsula region's citizens, is lack of broadband connectivity.
- One goal of the Middle Peninsula Alliance is, over the next three years, to influence the formation, expansion and attraction of businesses to result in 250 net new jobs and \$5 million in new capital investment in the Region. Broadband connectivity is fundamentally necessary.
- GO Virginia is a state-wide business-led program that is reshaping the way Virginia carries out its economic development activities.
- The Middle Peninsula is located in Region 6, which includes the MPA Region, the Fredericksburg Regional Alliance, and the Northern Neck.
- Region 6 is soliciting project applications for funding, to support the outcomes in the Region's Growth & Diversification Plan, which includes improving broadband connectivity within the Region so that existing businesses, small businesses, entrepreneurs and businesses considering locating in the Region, can be connected to markets outside the Region.
- This gap also impacts the ability of our educational and health care systems to more efficiently work with students and patients.
- Deploying broadband to the last mile is an incremental process, but it can be launched forward more effectively with the support of GO Virginia funding.
- The Middle Peninsula now has an opportunity to lead in submitting an application for this funding, to support a project called PamunkeyNet.
- This project will advance the planning work that has been underway in the Region for several years.
- The project, if successful, will result in further engineering and design, and scheduling, for deployment of last-mile connectivity within the MPA Region as well as in the FRA and NN Regions.
- The project will be carried out over a two-year period.
- The MPA will be the applicant of record for this project, which has received support from localities including Caroline, King George, Spotsylvania, Lancaster, and Richmond Counties.
- The MPA Board supports and encourages all localities in the Middle Peninsula to also endorse the project.
- The more partners that engage, the more likely that the MPA application will be successful.
- A local match is required to secure the funds from Region 6. The more local partners that sign on, the lower the cost per partner.
- The MPA asks that each locality in the Middle Peninsula, draft a letter of support and indicate a willingness to contribute to the local match requirement, no later than Friday, November 10.

TALKING POINTS – RURAL COASTAL DESIGN INSTITUTE PROJECT APPLICATION FOR REGION 6 GO VIRGINIA

- An underleveraged asset in the Middle Peninsula region is the Virginia SeaGrant College and its research-to-commercialization capabilities that could lead to higher-paying jobs in the Region.
- One goal of the Middle Peninsula Alliance is, over the next three years, to influence the formation, expansion and attraction of businesses to result in 250 net new jobs and \$5 million in new capital investment in the Region. Support for business formation is important.
- GO Virginia is a state-wide business-led program that is reshaping the way Virginia carries out its economic development activities.
- The Middle Peninsula is located in Region 6, which includes the MPA Region, the Fredericksburg Regional Alliance, and the Northern Neck.
- Region 6 is soliciting project applications for funding, to support the outcomes in the Region's Growth & Diversification Plan, which includes leveraging research & development capabilities within the Region so that new businesses can be created from, and/or existing businesses can expand with, the commercialization of technologies that support companies that work in the coastal resiliency sector.
- Creating the training infrastructure for entrepreneurial business development is an incremental process, but it can be launched forward more effectively with the support of GO Virginia funding.
- The Middle Peninsula now has an opportunity to lead in submitting an application for this funding, to support a project called *Rural Coastal Design Institute*.
- This project will advance the planning work that has been underway for several years.
- The project, if successful, will result in more defined impact of technology commercialization, business formation, and job creation within the MPA Region.
- It will incorporate private sector architectural and engineering firms in this sector, who will likely create employment opportunities.
- The project will be carried out over a two-year period.
- The MPA will be the applicant of record for this project.
- The MPA Board supports and encourages all localities in the Middle Peninsula to also endorse the project.
- The more partners that engage, the more likely that the MPA application will be successful.
- A local match is required to secure the funds from Region 6. The more local partners that sign on, the lower the cost per partner.
- The MPA asks that each locality in the Middle Peninsula, draft a letter of support and indicate a willingness to contribute to the local match requirement, no later than Friday, November 10.