



**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: September 21, 2017**

**RE: September Commission Meeting**

The Middle Peninsula Planning District Commission will host its monthly meeting on Wednesday, September 27, 2017 at 7:00 p.m. in the Regional Board Room at the Middle Peninsula Planning District Commission office in Saluda.

Enclosed are the September meeting agenda and supporting materials for your review prior to the meeting. The Middle Peninsula-Pamunkey Tribe Broadband Study is available for review on the MPPDC website at: [http://www.mppdc.com/articles/reports/MPPDC\\_broadband\\_study\\_final.pdf](http://www.mppdc.com/articles/reports/MPPDC_broadband_study_final.pdf)

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

I look forward to seeing you on **September 27<sup>th</sup>**!

This Page Left Intentionally Blank

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

**7:00 P.M.**

**Wednesday, September 27, 2017**

**125 Bowden Street**

**Saluda VA 23149**

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

**AGENDA ITEMS FOR DISCUSSION**

- VI. Virginia Department of Social Services Presentation on Fostering Futures and Automation for Benefit Programs, Paul Oswell, Regional Director VDSS
- VII. General Assembly Resolution of Appreciation to Rose Lewis, Keith Hodges
- VIII. GoVirginia Region 6 Update
- IX. Update on the Middle Peninsula-Pamunkey Tribe Broadband Study
- X. Other Business
- XI. Adjournment

This Page Left Intentionally Blank

# MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

July 26, 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, July 26, 2017, at 7:00 p.m. MPPDC Chairman Thomas Swartzwelder welcomed everyone in attendance.

### **Commissioners Present**

Essex County: John Clickener, John Magruder

King and Queen County: Tom Swartzwelder

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

Gloucester County: Michael Winebarger

Mathews County: Jack White, O.J. Cole, Jr.

Middlesex County: Gordon White, Wayne Jessie

### **Commissioners Absent**

Essex County: Margaret "Prue" Davis

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

Gloucester County: Ashley Chriscoe, Dr. Willy Reay

Mathews County: Tim Hill, Melinda Conner

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

Delegate Keith Hodges

Citizens

## **II. Approval of June Minutes**

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

## **III. Approval of June Financial Report**

Chairman Swartzwelder asked whether there were any questions regarding the June financial report before being approved subject to audit. Finance Director, Beth Johnson brought to the Commission's attention the current bank account balance of \$216,273 and discussed potential cash flow issues as a result of certain

state agencies' outstanding reimbursements to the PDC. There being no questions, Chairman Swartzwelder requested a motion to approve the June financial report subject to audit. Mr. Moskalski moved to approve the June financial report subject to audit. Mr. Clickener seconded the motion; motion carried.

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

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

Mr. Lawrence directed Commissioners' attention to several items:

- The Living Shoreline Incentive Program RLF continues to have a positive response with 2 applications being approved, 1 loan has closed and 1 is scheduled to close on July 28. There are still 10-12 applications outstanding. Mr. Lawrence stated homeowners inquiring about the LSIP program are also being referred to the Tidewater Soil and Water Conservation District for information on VCAP and their cost-share program. However, MPPDC staff have been informed that the Tidewater SWCD is currently no longer participating in the VCAP cost-share program due to a staff shortage.
- Riverworks Construction has begun the construction of two nature viewing platforms on the Clay Tract, located on the Dragon Run in King and Queen County. The first platform has now been completed and the installation of pilings has begun on the second.
- Received a call from a lobbyist inquiring about political support for the replacement of the Route 3 Rappahannock River Bridge linking Middlesex County to White Stone. Mr. Lawrence stated there continues to be a lot more interest from the Northern Neck side of the bridge. The PDC will not take a position unless Middlesex County takes an interest.
- Consulted with VDOT Saluda Resident Engineer, Joyce McGowan concerning an Essex County bridge abandonment across Route 691 and the transfer of the bridge to the Middle Peninsula Chesapeake Bay Public Access Authority. If acquired, the MPCBPAA will utilize the structure as a public viewing platform.
- Received a septic repair application from a Middlesex resident who stated they are in need of immediate repair. Applicant was a former recipient of a septic repair loan and has a history of delinquency. Mr. Lawrence discussed the possibility of assisting Middlesex County in adopting the heir situation solution legislation to address this issue if the county is interested.

- Submitted an email request and a hard copy letter to the Executive Director of the Northern Neck PDC, including a copy to Delegate Margaret Ransone requesting more information about the Northern Neck PDC letter issued to Brain McGurk at DEQ wherein the NNPDC requested that public comment period for the WestRock withdrawal permit be extended. The Northern Neck PDC expressed concern over the Mill's request. No response has been received to either communication. Mr. Lawrence stated he simply wanted to know more about their concerns and had finally received a response from the NNPDC Executive Director the day before the MPPDC meeting.

#### **V. Public Comment**

Chairman Swartzwelder opened the meeting for public comment. Sheila Crowley of Mathews County is running for Delegate of the 98<sup>th</sup> District. Ms. Crowley gave her biography and stated why she is running for office. With there being no other public comments, Chairman Swartzwelder closed the public comments period.

#### **VI. Stormwater Update**

Lewie Lawrence, Executive Director provided an update on the stormwater advisory group convened by Delegate Hodges to brainstorm stormwater management in Chesapeake Bay rural localities. The biggest difference between this advisory group and the Stormwater Advisory Group previously convened by DEQ is that this group has been empaneled to find a specific solution for Rural Tidewater localities and the group includes VIMS and ODU University scientists and engineers working in the field of stormwater management, as well as regulators and environmentalists. Lewie provided information regarding the extent of the stormwater management problem contributing to Bay pollution originating in the rural coastal areas as opposed to the urban and suburban areas. Scientists at ODU looked at the Runoff, Sediment and the Phosphorus Yield Calculations in local ditch water and provided a preliminary analysis of an East River watershed in Mathews County with possible solutions that could work for Rural Coastal Virginia providing significant pollution reductions. Mr. Lawrence discussed the challenge of understanding the difference between Middle Peninsula, Suburban and Urban water quality by some of the workgroup participants. While DEQ prefers a one size fits all program, rural coastal communities are much different from urbanized localities both in the extent of the problem originating in the region and their ability to provide the expertise needed to manage the problem. The workgroup is seeking to develop an easier-to-administer alternative to comply with the current stormwater management regulations specific to rural coastal Virginia that would yield higher water quality than the regulations currently in effect. The group will provide options to be considered in time for the 2018 General Assembly.

#### **VII. National Flood Insurance Program (NFIP) Development Permit Requirements**

Lewie Lawrence, Executive Director shared a letter from the Hampton Roads PDC

to the Floodplain Management Division in reference to the Proposed Guidance for Participating Communities on Satisfying National Flood Insurance Program (NFIP) Development Permit Requirements. Mr. Lawrence presented the Commission with a draft letter from the MPPDC expressing the same concerns to be sent to the FEMA Floodplain Management Division. Chairman Swartzwelder requested a motion to approve the draft letter to the FEMA Floodplain Management Division as presented. Mr. White moved to approve the draft letter to the FEMA Floodplain Management Division as presented. Mr. Rivara seconded the motion; motion carried.

### **VIII. Presentation on the First Net Program**

Harrison Bresee, Regional Emergency Planner gave a presentation and provided handouts on the First Responder Network Authority (“FirstNet”). FirstNet is an independent public/private authority established by Congress to deliver a nationwide broadband network dedicated to public safety after the many communication challenges faced by first responders during 9/11. In essence, this program will preempt wireless capability during a catastrophic event allowing first responders the ability to communicate via wireless technology regardless of the volume of traffic on the system(s). Extra capabilities will be provided that should also provide additional services during normal operations for all customers. Virginia was the first state to opt-in and preemption for opt-in states is expected on AT&T LTE bands by the end of 2017. Discussion of whether service will be provided in rural areas currently not covered by AT&T, the First Net service provider.

### **IX. Adoption of FY18 MPPDC Indirect Cost Allocation Plan**

Beth Johnson, Finance Director presented the Commission with the FY17-FY18 Indirect Cost Allocation Plan based on the budget figures adopted by the Commission in May 2017. The Indirect Cost Allocation Plan enables the Commission to charge funding sources for administrative personnel costs including salaries and fringe benefits, as well as facility expenses, supplies, professional development, certain shared consultant and contractual fee expenses, travel expenses and other miscellaneous expenses such as postage and printing/duplicating. The Indirect Cost Rate and Employee Benefit Rate calculated in the plan are aids used in preparing future funding proposals. Having an approved ICAP is a prerequisite for charging indirect costs to federal (and increasingly state) grants. Chairman Swartzwelder requested a motion to adopt the FY18 MPPDC Indirect Cost Allocation Plan as presented. Mr. Moskalski moved to adopt the FY18 MPPDC Indirect Cost Allocation Plan as presented. Mr. White seconded the motion; motion carried.

### **X. Other Business**

- **Water Supply Plan**

Jack White, Chairman, Mathews County Board of Supervisors reported the decision made by Mathews County at their July 25 board meeting to rejoin

the MPPDC Water Supply Plan and thanked the Commission for their patience and understanding and for allowing Mathews to be re-admitted to the plan. Mathews agreed to the increased costs required to bring Mathews back into the plan at the level of the other localities.

On another note, Chairman Swartzwelder, as well as the full commission, commended the Mathews County Board on its recent support of County Administrator, Melinda Conner after the attacks leveled at her online and through anonymous communications.

- **Virginia Association of Counties (VACo) Achievement Awards**

The Virginia Association of Counties (VACo) announced 17 recipients of the 2017 Achievement Awards recognizing model local government programs out of the 79 submissions received. A handout was provided and Chairman Swartzwelder recognized and congratulated Mathews County on their Achievement Award for Increasing Cardiac Arrest Survival Rates in a Rural County. Lewie Lawrence recognized and congratulated King and Queen on their Best Small County Achievement Award for their Rural Emergency Medical Services Program.

- **98<sup>th</sup> District Update**

Delegate Keith Hodges gave a brief update on Stormwater; Broadband and a meeting with Curt Cox concerning Rural Coastal issues.

## **XI. Adjournment**

Chairman Swartzwelder requested a motion to adjourn the meeting. Mr. Moskalski so moved; Mr. White 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)**

This Page Left Intentionally Blank

# Project Financial Report

Middle Peninsula Planning District Commission

Run Date: 08/09/2017  
 Run Time: 10:15:33 am  
 Page 1 of 1

Period Ending: 07/31/17

		Expenditures						
Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30013	EE&CBG Project	3,975.00	97.12	3,980.99	-5.99	100.15%	4,274.26	293.27
30109	MPEDRO Staff Support	20,800.38	1,120.92	18,320.90	2,479.48	88.08%	17,199.98	-1,120.92
30111	Blue/Green Infrastructure	36,140.77	1,882.73	23,023.50	13,117.27	63.71%	21,140.77	-1,882.73
30170	MPBDP Staff Support	22,213.09	283.30	20,252.77	1,960.32	91.17%	21,904.93	1,652.16
30213	FY18 TDM	84,807.00	6,466.83	6,466.83	78,340.17	7.63%	0.00	-6,466.83
30315	FY18 Rural Transportati	72,500.00	5,187.18	5,187.18	67,312.82	7.15%	0.00	-5,187.18
30420	Onsite Loan Management	168,942.76	2,186.00	144,580.06	24,362.70	85.58%	177,340.71	32,760.65
30428	WQIF 2016, \$183500 R	216,500.00	11,448.78	35,328.15	181,171.85	16.32%	23,879.90	-11,448.25
30429	Septic Pumpout 2017/EPA	11,082.00	759.20	4,109.67	6,972.33	37.08%	3,350.47	-759.20
30502	Water Supply Planning	165,614.25	697.62	121,246.57	44,367.68	73.21%	155,450.00	34,203.43
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	6,752.98	28,413.91	66,586.09	29.91%	21,660.93	-6,752.98
31205	MSAT Phones/2016SHS	47,340.88	10,916.51	58,426.10	-11,085.22	123.42%	47,509.59	-10,916.51
31206	Regional EOP Gap Analy	82,851.00	21,627.98	80,659.32	2,191.68	97.35%	59,031.34	-21,627.98
31500	Living Shoreline Incentiv	25,830.00	376.39	4,907.95	20,922.05	19.00%	4,843.23	-64.72
32015	FY17 PAA Staff Support	8,200.00	418.88	4,246.34	3,953.66	51.78%	4,627.46	381.12
32016	VIMS Living Shoreline/	92,636.80	139.64	1,369.80	91,267.00	1.48%	1,230.16	-139.64
32138	FY17_Coastal_TA/NOA	60,000.00	6,285.36	46,832.29	13,167.71	78.05%	40,546.93	-6,285.36
32139	Eco_Business - PAA Mat	47,000.00	3,845.46	37,705.60	9,294.40	80.22%	33,860.14	-3,845.46
32210	WWF Initative/NOAAC	50,000.00	4,148.93	35,661.83	14,338.17	71.32%	31,512.90	-4,148.93
38018	FY18 Local Projects	193,490.00	2,800.92	2,800.92	190,689.08	1.45%	20,503.72	17,702.80
<b>Totals:</b>		<u>1,523,171.68</u>	<u>87,442.73</u>	<u>701,768.43</u>	<u>821,403.25</u>	<u>46.07%</u>	<u>713,867.42</u>	<u>12,098.99</u>

# Balance Sheet by Category

Middle Peninsula Planning District Commission

Run Date: 8/9/17  
Run Time: 10:17:28 am  
Page 1 of 1

Period Ending: 07/31/17  
Format: 1 Board

## Assets:

Cash in Bank	173,523.37
Cash in Bank, Restricted	221,144.23
Receivables	505,168.49
Property & Equipment	9,430.43
Prepaid Pension (Deferred Outflows)	30,454.00

**Total Assets:** \$939,720.52

## Liabilities:

Accounts Payable	2,019.86
VRA Loan Payables	139,132.87
Payroll Withholdings	102.18
Accrued Leave	45,589.34
Deferred Inflows (VRS)	220,036.00
Net Pension Liabilities	56,917.00
Cost Allocation Control	(826.43)

**Total Liabilities:** \$462,970.82

## Equity:

Local Initiatives/Information Resources	23,455.05
Economic Development	-2,238.11
Transportation Programs	-11,654.01
Emergency Management Projects	-39,297.47
Onsite Repair & Pumpout	20,555.56
Housing	130.86
Coastal Community & Environmental	-14,344.47
Public Access Auth Programs	241.48
Mandates	34,208.74
Temporarily Restricted	182,126.96
General Fund Balance	283,565.11

**Total Equity:** \$476,749.70

**Total Liabilities and Equity** \$939,720.52

**Balance:** \$0.00

## Agencywide R&E by Category

Middle Peninsula Planning District Commission

Run Date: 08/09/2017  
 Run Time: 10:23:57 am  
 Page 1 of 1

Period Ending: 07/31/17  
 Format: 1 Agencywide R&E  
 With Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Ovr	% Bud
<b>Revenues</b>					
Local Annual Dues	109,899.00	20,333.00	20,333.00	89,566.00	18.50%
Local Other Revenues	28,524.00	42,507.85	42,507.85	-13,983.85	149.02%
Local Other Organizations	15,000.00	0.00	0.00	15,000.00	0.00%
State Revenues	143,817.00	0.00	0.00	143,817.00	0.00%
Federal Revenues	474,620.00	0.00	0.00	474,620.00	0.00%
Miscellaneous Income	7,700.00	286.09	286.09	7,413.91	3.72%
RevolvingLoan Program Income	9,000.00	35,373.42	35,373.42	-26,373.42	393.04%
<b>Revenues</b>	<b>788,560.00</b>	<b>98,500.36</b>	<b>98,500.36</b>	<b>690,059.64</b>	<b>12.49%</b>
<b>Expenses</b>					
Personnel	341,895.00	31,679.01	31,679.01	310,215.99	9.27%
Facilities	30,878.00	2,629.07	2,629.07	28,248.93	8.51%
Communications	4,400.00	864.93	864.93	3,535.07	19.66%
Equipment & Supplies	4,900.00	246.89	246.89	4,653.11	5.04%
Travel	10,350.00	1,353.93	1,353.93	8,996.07	13.08%
Professional Development	9,950.00	1,847.00	1,847.00	8,103.00	18.56%
Contractual	323,574.00	43,245.02	43,245.02	280,328.98	13.36%
Miscellaneous	58,685.00	5,576.86	5,576.86	53,108.14	9.50%
<b>Expenses</b>	<b>784,632.00</b>	<b>87,442.71</b>	<b>87,442.71</b>	<b>697,189.29</b>	<b>11.14%</b>
<b>Agency Balance</b>	<b>3,928.00</b>	<b>11,057.65</b>	<b>11,057.65</b>		

This Page Left Intentionally Blank

# Project Financial Report

Middle Peninsula Planning District Commission

Run Date: 09/06/2017  
 Run Time: 3:14:21 pm  
 Page 1 of 1

Period Ending: 08/31/17

		Expenditures						
Code	Description	Budget	Curr Month	Project Total	Un/Over	% Budget	Revenues	Balance
30013	EE&CBG Project	3,975.00	77.10	4,058.09	-83.09	102.09%	4,301.28	243.19
30109	MPEDRO Staff Support	20,800.38	278.85	18,599.75	2,200.63	89.42%	17,199.98	-1,399.77
30111	Blue/Green Infrastructure	36,140.77	1,889.85	24,913.35	11,227.42	68.93%	21,140.77	-3,772.58
30170	MPBDP Staff Support	22,213.09	103.34	20,356.11	1,856.98	91.64%	22,006.08	1,649.97
30213	FY18 TDM	84,807.00	4,788.91	11,255.74	73,551.26	13.27%	0.00	-11,255.74
30315	FY18 Rural Transportati	72,500.00	5,831.36	11,018.54	61,481.46	15.20%	0.00	-11,018.54
30420	Onsite Loan Management	168,942.76	719.33	145,299.39	23,643.37	86.01%	177,823.67	32,524.28
30428	WQIF 2016, \$183500 R	216,500.00	8,326.07	43,654.22	172,845.78	20.16%	23,879.90	-19,774.32
30429	Septic Pumpout 2017/EPA	11,082.00	649.64	4,759.31	6,322.69	42.95%	6,700.94	1,941.63
30502	Water Supply Planning	162,950.00	3,051.54	124,298.11	38,651.89	76.28%	155,450.00	31,151.89
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	6,270.96	34,684.87	60,315.13	36.51%	21,660.93	-13,023.94
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	2,739.66	83,398.98	-547.98	100.66%	59,031.34	-24,367.64
31500	Living Shoreline Incentiv	25,830.00	166.82	5,074.77	20,755.23	19.65%	5,417.59	342.82
32015	FY17 PAA Staff Support	8,200.00	192.41	4,438.75	3,761.25	54.13%	7,427.46	2,988.71
32016	VIMS Living Shoreline/	92,636.80	64.12	1,433.92	91,202.88	1.55%	1,230.16	-203.76
32138	FY17_Coastal_TA/NOA	60,000.00	7,276.34	54,108.63	5,891.37	90.18%	40,546.93	-13,561.70
32139	Eco_Business - PAA Mat	47,000.00	4,575.79	42,281.39	4,718.61	89.96%	33,860.14	-8,421.25
32210	WWF Initative/NOAAC	50,000.00	5,076.89	40,738.72	9,261.28	81.48%	31,512.90	-9,225.82
38018	FY18 Local Projects	194,240.00	1,954.55	4,755.47	189,484.53	2.45%	95,240.53	90,485.06
<b>Totals:</b>		<u>1,521,257.43</u>	<u>54,033.53</u>	<u>755,801.96</u>	<u>765,455.47</u>	<u>49.68%</u>	<u>795,940.19</u>	<u>40,138.23</u>

# Balance Sheet by Category

Middle Peninsula Planning District Commission

Run Date: 9/6/17

Period Ending: 08/31/17

Run Time: 3:15:13 pm

Format: 1 Board

Page 1 of 1

## Assets:

Cash in Bank	434,521.69
Cash in Bank, Restricted	223,142.16
Receivables	287,097.64
Property & Equipment	9,430.43
Prepaid Pension (Deferred Outflows)	30,454.00

**Total Assets:**

**\$984,645.92**

## Liabilities:

Accounts Payable	18,996.83
VRA Loan Payables	139,132.87
Payroll Withholdings	1,005.84
Accrued Leave	45,589.34
Deferred Inflows (VRS)	220,036.00
Net Pension Liabilities	56,917.00
Cost Allocation Control	(1,820.90)

**Total Liabilities:**

**\$479,856.98**

## Equity:

Local Initiatives/Information Resources	96,237.31
Economic Development	-4,409.00
Transportation Programs	-22,274.28
Emergency Management Projects	-48,308.09
Onsite Repair & Pumpout	14,693.95
Housing	80.78
Coastal Community & Environmental	-30,865.95
Public Access Auth Programs	2,784.95
Mandates	31,157.20
Temporarily Restricted	182,126.96
General Fund Balance	283,565.11

**Total Equity:**

**\$504,788.94**

**Total Liabilities and Equity**

**\$984,645.92**

**Balance:**

**\$0.00**

## Agencywide R&E by Category

Middle Peninsula Planning District Commission

Run Date: 09/06/2017  
 Run Time: 3:15:51 pm  
 Page 1 of 1

Period Ending: 08/31/17  
 Format: 1 Agencywide R&E  
 With Indirect Cost Detail

Code & Description	Budget	Current	YTD	Un/Ovr	% Bud
<b>Revenues</b>					
Local Annual Dues	109,899.00	73,266.00	93,599.00	16,300.00	85.17%
Local Other Revenues	28,524.00	2,800.00	45,307.85	-16,783.85	158.84%
Local Other Organizations	15,000.00	0.00	0.00	15,000.00	0.00%
State Revenues	143,817.00	750.00	750.00	143,067.00	0.52%
Federal Revenues	474,620.00	3,350.47	3,350.47	471,269.53	0.71%
Miscellaneous Income	7,700.00	860.94	1,147.03	6,552.97	14.90%
RevolvingLoan Program Income	9,000.00	1,045.36	36,418.78	-27,418.78	404.65%
<b>Revenues</b>	<b>788,560.00</b>	<b>82,072.77</b>	<b>180,573.13</b>	<b>607,986.87</b>	<b>22.90%</b>
<b>Expenses</b>					
Personnel	341,895.00	32,393.55	64,072.56	277,822.44	18.74%
Facilities	30,878.00	2,509.13	5,138.20	25,739.80	16.64%
Communications	4,400.00	383.33	1,248.26	3,151.74	28.37%
Equipment & Supplies	4,900.00	484.78	731.67	4,168.33	14.93%
Travel	10,350.00	623.80	1,977.73	8,372.27	19.11%
Professional Development	9,950.00	4,083.35	5,930.35	4,019.65	59.60%
Contractual	323,574.00	11,020.60	54,265.62	269,308.38	16.77%
Miscellaneous	58,685.00	2,535.00	8,111.86	50,573.14	13.82%
<b>Expenses</b>	<b>784,632.00</b>	<b>54,033.54</b>	<b>141,476.25</b>	<b>643,155.75</b>	<b>18.03%</b>
<b>Agency Balance</b>	<b>3,928.00</b>	<b>28,039.23</b>	<b>39,096.88</b>		

This Page Left Intentionally Blank

# 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](http://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 <sup>1</sup>			
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%
<b>Region Total</b>	<b>83,684</b>	<b>90,826</b>	<b>9%</b>	<b>\$49,735</b>	<b>\$51,055</b>	<b>7.6%</b>	<b>6.5%</b>

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%
<b>Regional Total</b>	<b>65,535</b>	<b>72,057</b>	<b>10%</b>	<b>15,884</b>	<b>15,039</b>	<b>-5%</b>	<b>416</b>	<b>575</b>	<b>38%</b>	<b>1,849</b>	<b>3,155</b>	<b>71%</b>

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	

<sup>1</sup> 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	✓	Project initiated	✓	Adopted
Town of Tappahannock	✓	Made Appointment to WSP Committee	✓	Adopted
Town of West Point	✓	Made Appointment to WSP Committee	✓	Adopted
Town of Urbanna	✓	Project initiated	✓	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 – Septic Pumpout	\$28,600	Funded
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	Funded
Emergency Mgmt	VDEM – Homeland Security Satellite Radios	\$58,000	Funded
Emergency Mgmt	VDEM – Homeland Security EOP Gap Analysis	\$85,000	Funded
Economic Dev	VDHCD – BCC Grant – MPREDO Advisory Board and Staffing	\$78,000	Funded
Environmental	DEQ – Septic Pumpout	\$17,000	Funded
Environmental	NAWCA Acquisitions	\$75,000	Funded
Environmental	CZM Legal Research	\$7,000	Submitted
Economic Dev	DHCD – CDBG Planning Grant – Broadband	\$11,000	Funded
Environmental	CZM FY18 Coastal TA	\$30,000	Funded
Environmental	NFWF – Living Shoreline Cost Share and Demo Project	\$137,000	Not 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  
August 21, 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](mailto: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](mailto: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](mailto:hbresee@mppdc.com) (804) 758-2311x26 (757) 871-2245 (cell)

Programs: *Regional Emergency Planning*

### **Planner 2: Jackie Rickards**

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

Programs: *Environmental Programs, Graphic Arts*

### **Secretary: Dawn Kirby**

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

Programs: *Septic Pumpout Assistance, Facilities Scheduling*

**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.*

- Updated the existing plan’s section titles to reflect the language in the regulation.
- Reminded the LGA to appoint a local representative to the Water Supply Planning Committee who can provide the necessary input/guidance to insure their locality’s information is accurate and up to date. It’s recommended that the appointee be under the control of the County Administrator. The table below shows those localities that have made an appointment.

<b>Locality</b>	<b>Made Appointment</b>
Essex Co.	YES
Town of Tappahannock	YES
King & Queen Co.	YES
King William Co.	YES
Town of West Point	YES
Mathews Co.	YES
Middlesex Co.	NO
Town of Urbanna	NO

- Reviewed the Water Supply Plan to identify references to “drinking water in Mathews being too salty to drink.” Based on the review, the plan includes no specific language regarding this. However there were references of salinity associated with the Chesapeake Bay Impact Crater, the saltwater wedge, anadromous fish, trout and other significant fisheries, estuarine wetlands as well as technology available to remove salt as a long-term alternative.
- Scheduled a meeting with Tammy Stephenson, Virginia Department of Environmental Quality Water Supply Planner, on October 24, 2017 at 10 am at the Middle Peninsula Planning District Commission to review VA Hydro, the database into which Water Supply Planning data will be inserted.
- Reviewed a study from USGS and the Virginia Department of Environmental Quality titled, “Hydrogeologic Framework and Hyrdologic Conditions of the Piney Point Aquifer in Virginia” (<https://pubs.usgs.gov/sir/2017/5041/sir20175041.pdf>).
- Reviewed the report from the Joint Legislative Audit and Review Commission titled, “Effectiveness of Virginia’s Water Resource Planning and Management” (<http://jlarc.virginia.gov/pdfs/reports/Rpt486.pdf>).

## INFORMATION RESOURCES/ASSISTANCE

- Updated [www.mppdc.com](http://www.mppdc.com) website – meeting notices, reports, news releases, GoVirginia 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.*

- Approved third living shoreline project in Mathews.
- Consulted with Chip Neikirk, VMRC regarding certification of Mathews project.
- Consulted with Mike Vanlandingham regarding photos of Mathews project.
- Consulted with Mathews client regarding status of project.
- Consulted with Walter Gills, Clean Water Financing and Assistance Program, DEQ regarding status of program. Sent photos of Mathews project.
- Consulted with Chip Neikirk and Mike Johnson, VMRC regarding inspection of Mathews project.
- Consulted with Kevin McLean, Virginia Conservation Assistance Program 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.

**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 32138 - Virginia Coastal TA FY17**

*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 Tim Wilson, Essex County Administrator concerning maintenance work on the Brown tract. Advised that bush-hogging is conducted in the Fall by the PAA property manager.
- Consulted with Mike Hazelwood of Delegate Keith Hodges' staff concerning personal property tax rate calculations authorized for use by the Commissioner of Revenue.
- Received a call from Estie Thomas of the Virginia Outdoors Foundation concerning a Gloucester County citizen interested in donating land for public use.
- Discussed Queens Creek dredging issues with Thomas Jenkins, Director of Planning for Mathews County. Inquiry related to funding provided by the Army Corps of Engineers and project selection process.
- Consulted with Jack White, Chairman of the Mathews County Board of Supervisors concerning dredging funding issues and the need for a more comprehensive approach to address dredging issues locally.
- Consulted with retired Delegate Harvey Morgan concerning a Gloucester County businessman who has enforcement-permitting issues with the Virginia Department of Environmental Quality and the State Water Control Board. Provided contact information and general technical assistance for Delegate Morgan.

**Project 32139 - Eco-Business Framework**

*The PAA in partnership with MPPDC staff will explore new approaches to allow privately owned eco-business ventures to operate on publicly owned land to encourage new and innovative environmentally sensitive business that that showcases and preserves PAA land.*

- Consulted with Janet Moore, President of Friends of the Dragon Run concerning a request to explore the Cyprus swamp in an attempt to reach the main stem of the Dragon Run to establish a possible trail or nature viewing platform.
- Met with Stephanie Heintz, CEO of Consociate Media to discuss strategies for the release of the Eco-Business RFP across multiple media platforms.
- Continued drafting the final report to the Virginia Coastal Zone Management Program.

### **Project 32210 - Working Waterfronts (Task 93.03)**

*During this project MPPDC staff will explore the creation of either a state sponsored uninsured “motorist” program for workboats or a self-funded insurance program. Additionally, MPPDC staff will focus on reviewing and refining legislative solutions that may benefit working waterfronts. In part, MPPDC staff will coordinate with Legislative Services and the General Assembly. Finally, MPPDC staff will contract with HRPDC to expand the working waterfront inventory to include public landings currently utilized by watermen and working waterfront locations in Richmond Regional, George Washington, and Crater PDCs.*

- Attended the 2017 Resilient Virginia Conference in Richmond on August 1<sup>st</sup> – 2<sup>nd</sup>. Sessions attended included the private sector’s role in resilience, transportation and water infrastructure, rural focus on resiliency, and implementing resiliency planning.
- Hosted the Working Waterfront Steering Committee meeting at Hampton Roads Planning District Commission on August 10<sup>th</sup>. At the meeting, the Steering Committee discussed the Maryland Working Waterfront Program, Dredging Legislation, as well as the Working Waterfront Inventory.
- Drafted minutes for the Working Waterfront Steering Committee and distributed to the Committee.
- Corresponded with Kevin Scott, City of Annapolis Planner, regarding the benefits of implementing maritime districts. According to Mr. Scott, the zoning of the land is the largest benefit. These maritime districts foster maritime businesses only. These zones have use allocation, lot coverage, and waterfront access that are conducive to maritime businesses.

## **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](http://www.midpenrideshare.org)
- Attended Association for Commuter Transportation International Conference. Moderated Telework Session – SANDAG pilot telework program, attended sessions on Telework Week programs, marketing, park and ride lots, behavioral change, and autonomous vehicles. Hosted the Telework Council annual meeting and attended the Council Leadership Meeting as the Telework Council representative.
- Received phone call from Middlesex resident looking for occasional carpool to VRE station in Spotsylvania. No match available. Contacted Diana Utz, GWRide Connect to see if they could assist. No match available.
- Agreed to host the Middle Peninsula Northern Neck Coordinated Human Services Mobility Committees at the PDC Boardroom on 10/19. These meetings are held annually to review grant proposals for Human Services Mobility programs in the 2 PDC regions. The last several meetings have been held in the Northern Neck.
- Current commuter database - 146

## **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.*

- Contacted the Virginia Department of Game and Inland Fisheries at the request of Delegate Keith Hodges concerning facility maintenance questions at Tanyard Landing Road ending and boat ramp/dock, Gloucester County .
- Consulted with Joyce McGowan, VDOT Resident Engineer for the Saluda Residency concerning Smart Scale and how to apply future workshop meeting opportunities.
- Consulted with Joyce McGowan concerning Essex County bridge discontinuance on Rt. 691 and the donation of the bridge to the Middle Peninsula Chesapeake Bay Public Access Authority.
- Consulted with Jimmy Sydnor and Gayle Belfield, Town of Tappahannock regarding traffic, entrance way and redevelopment concerns for the old Tappahannock airport property. The Town has interest in developing a professional business park and is interested in appropriate zoning to accomplish the goals.
- Received a call from a Mathews County citizen concerning Tin Can Alley on Gwynn's Island and the public's right for ingress and egress. Discussed the problem with the citizen and produced background research.
- Forwarded final report for FY17 RTP program to Stephen Haynes, VDOT.
- Consulted with Linda LaSut, VDOT regarding FY 17 Q4 reimbursement request.

## **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.*

- Completed King and Queen septic repair.
- Approved alternative septic repair – Gloucester County – loan only - \$16,800 at 6% interest for 10 years.
- Completed Gloucester septic repair.
- Consulted with Katie Ranger, DEQ regarding eligibility of tree removal for WQIF grant funds as part of a septic repair project.
- Consulted with Katie Ranger, DEQ regarding new requirement that WQIF funds cannot be utilized to repair a septic system that was funded by WQIF funds until the end of the lifespan of the original project.
- Attended DEQ webinar – DEQ 2018 NPS BMP Manual Updates and Administrative Changes detailing new requirements for utilization of WQIF and 319 funding from DEQ.

- 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 12<sup>th</sup> 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.
- Septic Pumpouts as of August 21, 2017
 

Applications Mailed	31
Approved Vouchers	17
Completions	12

**Pumpout Vouchers by County**

Essex	03
Gloucester	01
King and Queen	03
King William	00
Mathews	04
Middlesex	06

- *Remaining uncommitted septic repair funding – \$139,706 in loan funds, \$131,827 in grant funds.*

**ECONOMIC DEVELOPMENT**

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

**Project 30112 - Building Collaborative Communities EDO Implementation**

*With funding from DHCD, this project will allow for staffing of the Middle Peninsula Alliance, training for the Advisory Board members on operating a regional economic development organization and managing regional projects, and creation of a long term sustainability plan for the organization.*

- Finished updates of the Comprehensive Economic Development Strategy to include information from the Virginia Tourism Council.

**Project 30111 - Blue/Green Infrastructure**

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

**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 the 15<sup>th</sup> of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12<sup>th</sup> of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans as well as collection efforts.

### **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.

### **Project 30114 - CDBG Planning Grant – Pamunkey Tribe Broadband Project**

*This project looks to conceptually link the six counties of the Middle Peninsula using the Microwave-E911 Communication systems (or other technology approaches) to create a regional broadband network to deliver broadband services across the Middle Peninsula region under one unified platform. Localities for evaluation include: Essex, Gloucester, King & Queen, King William, Mathews, and Middlesex Counties.*

## **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.*

- Researched zoning of airports in Hanover, Halifax and Greenville Counties.
- Agreed to host a Floodplain Workshop for the Virginia Department of Conservation on October 18 in the PDC Boardroom. 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. DCR will provide \$750 to MPPDC to host this workshop which will include lunch. MPPDC will distribute invitations, coordinate attendance, and provide lunch.

## **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.*

- Processed final loan payment for final open loan. All EECBG loans have either been repaid or written-off (1). This project is now closed until determination is made as to what to do with repaid funds.
- Executed ACH loan payments for MPDBP 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 the 15<sup>th</sup> of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to the loan processing date of the 12<sup>th</sup> of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans as well as collection efforts.

## 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.*

- Received payment from VDEM for 2015 Regional Emergency Planner program from 10/01/16 – 4/30/17.
- Attended the FEMA Region III and Virginia Governor’s Office of Public Safety and Homeland Security Cyber Security Workshop at the Old Dominion University Virginia Modeling, Analysis and Simulation Center. Topics included: The National Cyber Incident Response Plan, the Region III Cyber 411 Resource Guide, the Fusion Center Process, and the National Guard Cyber Teams. Plus, a panel of experts discussed public-to-private sector interactions, information sharing, state cyber response plans, best practices, etc. In attendance were representatives from: DHS Office of Cyber Security and Communications, FEMA Region III, VA National Guard, PA Governor’s Office of Information and Governor’s Office of Administration, VA Cyber Security Program Manager Department of Public Safety and Homeland Security, VA Fusion Center personnel, MD Department of Information Technology and Emergency Management Agency, and the DE Department of Technology and Information.
- Attended the quarterly Middle Peninsula/Northern Neck EM meeting in Tappahannock, VA. Attending were representatives from VDEM, Emergency Managers from Essex/Tappahannock, Mathews, Gloucester, several Northern Neck localities, and the National Weather Service. A discussion of the rollout of the new Hurricane Evacuation zones was the primary topic.
- Met with Matthew Carpentier, Emergency Planner for the Three Rivers Health District based in Middlesex County. Continued to discuss how the Middle Peninsula/Northern Neck region can coordinate Emergency Plans with the Three Rivers Health District to better serve the community in the event of a disaster.
- Completed a 5 part HURREVAC (the decision support tool of the National Hurricane Program, administered by FEMA, the USACE, and the NOAA National Hurricane Center) webinar series refresher course for the emergency management community sponsored by The National Hurricane Program. The training is structured to provide an overview of the new and existing features in the 2017 season version of HURREVAC.
- Completed two FEMA Emergency Management Institute courses: IS-230.d: *Fundamentals of Emergency Management* and IS-800.b: *National Response Framework, An Introduction*. The courses are part of FEMA’s Emergency Management Professional Program (EMPP) curriculum. EMPP is designed to provide training for personnel who want to expand their knowledge across all mission areas and contexts in the Emergency Management field.
- Scheduled a Middle Peninsula/Northern Neck Emergency Manager’s meeting on August 22 in Saluda, VA. The agenda included an update on the EOP Gap Analysis project, the 2017 SHSP grant proposals, a discussion of the Draft Regional Mutual Aid Agreement, and current projects. Further, satellite phone training was to be conducted by Mr. Greg Hunter, Emergency Manager, King and Queen County.

### **Project 31205 - MSAT Phones**

*This project will procure and deploy one satellite phone for each locality's Emergency Manager, total of 6, to develop a redundant level of satellite based communications to regionally assist the localities in the event of a catastrophic event. The participating localities will share a local Middle Peninsula Emergency Management coordination talkgroup to facilitate local support. The phones are compatible with the statewide VDEM/Virginia EOC talkgroup, the Urban Search and Rescue Program, and federal level assets through use of the SMART talkgroups deployed nationwide in the satellite phones.*

- Consulted with Lisa, VDEM regarding reimbursement request for SAT Phones.
- Coordinated with Mr. Greg Hunter, Emergency Manager, King and Queen County, to provide training on the satellite phones at the August 22 Middle Peninsula Regional Emergency Manager's meeting in Saluda, VA.

### **Project 31206 – EOP Gap Analysis Project**

*The Middle Peninsula will participate and the Northern Neck will be invited to participate in an Emergency Operations Plan (EOP) Gap Analysis to improve jurisdiction's Planning, Operational Coordination, and Community Resilience capabilities. A review of all participating jurisdiction's EOP's common gaps and best practices will be completed by: 1) Conducting a Review of all interested local and regional EOP's, 2) Developing Gap Identification and Analysis, 3) Conducting a Workshop discussing the findings of the Gap Analysis, and 4) Developing an EOP Framework that meets the identified gaps/needs across the region.*

- Requested comments from local MP/NN Emergency Managers on the Gap Analysis document (includes Access and Functional Needs Draft Annex), the Draft Mutual Aid Agreement, the EOP Template and the Regional Resource document. Comments are due at the August 22 Middle Peninsula Regional Emergency Manager's meeting in Saluda, 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%.*

This Page Left Intentionally Blank

# 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](http://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 <sup>1</sup>			
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%
<b>Region Total</b>	<b>83,684</b>	<b>90,826</b>	<b>9%</b>	<b>\$49,735</b>	<b>\$51,055</b>	<b>7.6%</b>	<b>6.5%</b>

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%
<b>Regional Total</b>	<b>65,535</b>	<b>72,057</b>	<b>10%</b>	<b>15,884</b>	<b>15,039</b>	<b>-5%</b>	<b>416</b>	<b>575</b>	<b>38%</b>	<b>1,849</b>	<b>3,155</b>	<b>71%</b>

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	

<sup>1</sup> 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 – Septic Pumpout	\$28,600	Funded
Environmental	DEQ – NPS Septic Repair WQJF 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	Funded
Emergency Mgmt	VDEM – Homeland Security Satellite Radios	\$58,000	Funded
Emergency Mgmt	VDEM – Homeland Security EOP Gap Analysis	\$85,000	Funded
Economic Dev	VDHCD – BCC Grant – MPREDO Advisory Board and Staffing	\$78,000	Funded
Environmental	DEQ – Septic Pumpout	\$17,000	Funded
Environmental	NAWCA Acquisitions	\$75,000	Funded
Environmental	CZM Legal Research	\$7,000	Submitted
Economic Dev	DHCD – CDBG Planning Grant – Broadband	\$11,000	Funded
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

## 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  
September 18, 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](mailto: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](mailto: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](mailto:hbresee@mppdc.com) (804) 758-2311x26 (757) 871-2245 (cell)

Programs: *Regional Emergency Planning*

### **Planner 2: Jackie Rickards**

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

Programs: *Environmental Programs, Graphic Arts*

### **Secretary: Dawn Kirby**

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

Programs: *Septic Pumpout Assistance, Facilities Scheduling*

**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.*

- To-date all localities have selected an appointee to serve on the Water Supply Planning Committee. The appointee will serve as the liaison between MPPDC/EEE staff and the locality. The Appointee will be under the control of the County Administrator and will be responsible for the following (1) Review updates for local accuracy; (2) Gather information and data specific to their locality for insertion into the plan; (3) Work with MPPDC staff to insert requested data through Virginia Hydro as required; and (4) Keep locality Board of Supervisors/Town Council updated on the plan progress. The below table shows those localities that have made appointments to the Water Supply Planning Committee.

<b>Locality</b>	<b>Made Appointment</b>
Essex Co.	YES
Town of Tappahannock	YES
King & Queen Co.	YES
King William Co.	YES
Town of West Point	YES
Mathews Co.	YES
Middlesex Co.	YES
Town of Urbanna	YES

- Scheduled a meeting with Tammy Stephenson, Virginia Department of Environmental Quality Water Supply Planner, on October 25, 2017 at 10 am at the Middle Peninsula Planning District Commission. Meeting to review VA Hydro which is the database that Water Supply Planning data is inserted into.
- Developed a presentation about Water Supply Planning process to share with the Water Supply Planning Committee as well as the Middle Peninsula-Northern Neck Garden Club.

**INFORMATION RESOURCES/ASSISTANCE**

- Updated [www.mppdc.com](http://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.
- Updated draft FY18 budget and presented to PAA Board at the September meeting. Board adopted budget as presented.

### **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.*

- Received phone calls from 2 Gloucester homeowners seeking information on Living Shoreline assistance. Discussed program and emailed contact information for VMRC staff, Tidewater SWCD staff, Mike Vanlandingham, DCR and a copy of the MPPDC application.
- Approved 3<sup>rd</sup> living shoreline project for \$14,000. Project to be installed in Mathews.
- Closed on Mathews Living Shoreline loan.
- Consulted with Donna Milligan, VIMS regarding NFWF proposal.
- 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 15<sup>th</sup> of each month. This places the onus to not make a payment on the loan client contacting MPPDC staff prior to loan processing date of the 12<sup>th</sup> of the month to request a payment be held. This has significantly reduced defaults and delinquent repayments of MPPDC loans as well as collections efforts.

### **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 32138 - Virginia Coastal TA FY17**

*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 Martha Little, Virginia Outdoors Foundation concerning land use taxation and valuation of conservation easements.
- Discuss Captain Sinclair's Living Shoreline improvement project with Scott Hardaway concerning VIMS Shoreline Studies Program and the expansion of oyster shell bags as another technology on site.
- Consulted with Kevin Wilson, Gloucester County Commissioner of Revenue on land valuation questions and property description for Guinea Marsh Islands.
- Consulted with Tom Robinson, Mathews County resident with questions about Mathews Heritage Park project ideas.
- Coordinated with Ann Neil Cosby, Attorney with McGuire Woods regarding transfer of the Guinea Marsh Islands to the Middle Peninsula Chesapeake Bay Public Access Authority.
- Met with James Stewart, King and Queen land owner on the Dragon Run to the east of the Clay Tract owned by the PAA. Mr. Stuart was interested in assisting with road maintenance and habitat improvement projects to benefit wildlife on both properties.
- Consulted with Paula Jasinski of Chesapeake Data concerning a grant project for Stormwater engineering assistance for the Town of Urbanna. Provided contact information for Draper Aden consultants who may be able to assist.
- Consulted with Christine Breddy, Center for Coastal Resource Management located at VIMS regarding Comp plan information and GIS data to assist Dr. Carl Hershner with GIS spatial analysis related to House Bill 1774 Stormwater Management strategies for rural Tidewater.
- Advised Middle Peninsula localities of the 90 day public comment opportunity regarding proposed permit changes being proposed by FEMA. Submitted Middle Peninsula Planning District Commission comments to FEMA in concert with HRPDC and ANHPDC.
- 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.
- Requested building permit data from all Middle Peninsula localities for commercial development between 2500 ft.<sup>2</sup> up to 1 acre for use in the Stakeholder group formed under House Bill 1774 Stormwater as evidence that little to no commercial development is happening within the Middle Peninsula, Northern Neck and Eastern Shore. Data show that each locality averages 2 projects per year or less.

- 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.
- Consulted with Prue Davis, Chairman of the Essex County Board of Supervisors concerning bush hogging schedule for the Brown Tract. Advised that the PAA property manager anticipates bush hogging in September.
- Consulted with Elizabeth Andrews, House Bill 1774 Workgroup Facilitator concerning progress of Committee work and general questions.
- Provided House Bill 1774 Stormwater progress updates to David Kretz, Middlesex County Director of Planning.
- Consulted with Curt Smith, Accomack-North Hampton Planning District Commission and Ben McFarland, Hampton Roads Planning District Commission concerning a request from the University of Virginia to support a National Fish and Wildlife Foundation proposal to develop a scoring system to evaluate local policies related to flood adaptation and resiliency.
- Consulted with Steve Holberg, Mayor of the Town of Urbanna concerning outstanding questions for a proposal to update the Urbanna Comprehensive Plan. Received a request from Diane Gravatt, Urbanna Town Councilmember to assist the Urbanna Economic Development Committee with evaluating options and strategies to improve the overall economic climate of the Town of Urbanna.
- Convened the September meeting of the Middle Peninsula Chesapeake Bay Public Access Authority. Discussed the donation of the Guinea Marsh Islands. Reviewed pictures of the many islands. Authority passed a resolution authorizing the Chair to work with legal counsel as needed to bring the donation to closing.
- Attended a Gloucester County Rotary Club meeting. Presented a talk on the Altruistic Giving for public benefit program created by the Middle Peninsula Chesapeake Bay Public Access Authority.
- Reviewed staff acts for the Coastal TA project from October 2016 through July 2017. Major themes that presented themselves throughout the year included the stormwater, public access authority/working waterfronts and hazard mitigation.
- Began development of a one-page document that names and describes MPPDC projects funded by the Virginia Coastal Zone Management Program in previous years that have produced measureable benefits in subsequent years and/or have served as a foundation for additional projects.
- Drafted an application to be considered for the Governor’s Environmental Excellence Award that focused on the Middle Peninsula Chesapeake Bay Public Access Authority’s Coastal Land Giving for Public Access Program.
- Provided information on Living Shoreline Incentive Program history for annual CZM report.

**Project 32139 - Eco-Business Framework**

*The PAA in partnership with MPPDC staff will explore new approaches to allow privately owned eco-business ventures to operate on publicly owned land to encourage new and innovative environmentally sensitive business that that showcases and preserves PAA land.*

- Attending a meeting about expanding the “River Realm” program into other areas of the Middle Peninsula with Carol Steele, Director of Parks and Recreation and Tourism in Gloucester County to

learn about program expansion ideas.

- Incorporated a description of the eco-business framework in the Governor Environmental Excellence Award application.
- Continued work on the final report to the Coastal Zone Management Program.

### **Project 32210 - Working Waterfronts (Task 93.03)**

*During this project MPPDC staff will explore the creation of either a state sponsored uninsured “motorist” program for workboats or a self-funded insurance program. Additionally, MPPDC staff will focus on reviewing and refining legislative solutions that may benefit working waterfronts. In part, MPPDC staff will coordinate with Legislative Services and the General Assembly. Finally, MPPDC staff will contract with HRPDC to expand the working waterfront inventory to include public landings currently utilized by watermen and working waterfront locations in Richmond Regional, George Washington, and Crater PDCs.*

- 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.
- Contacted Tony Watkinson, Chief of Habitat for Virginia Marine Resource Commission regarding a request from Delegate Keith Hodges to explore pre-establishing dredge spoil permitting locations to accelerate dredging projects across rural coastal Virginia.
- Distributed a resolution passed by the Mathews County Board of Supervisors encouraging more awareness of the need for Federal and State assistance to address dredging issues.
- Continued to work on the final report to the Coastal Zone Management Program.

## **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](http://www.midpenrideshare.org)
- Consulted with Ken Pollok, Bay Transit regarding Try Transit Week Participation. Agreed to promote program with Bay Transit.
- Provided link and information on Mobility funding opportunity to Ken Pollok, Bay Transit.
- Scheduled 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 - 146

### **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.*

- Consulted with Joyce McGowan, VDOT Resident Engineer for the Saluda Residency concerning SmartScale How to Apply future workshop meeting opportunities. Made available the MPPDC Boardroom for SmartScale How to Apply meeting.
- Attended the VDOT Fredericksburg Six-Year Plan meeting as requested by VDOT staff. Advised Middle Peninsula localities of the public meeting and encouraged the submission of questions or project ideas.
- Met with Virginia Coastal Policy program students at William & Mary to discuss a legal research project to help address legal enforcement questions related to use of public road endings and landings owned by different units of government.
- Discussed and presented various approaches for commoditizing VDOT Stormwater with the House Bill 1774 Workgroup. Attended multiple stakeholder meetings to discuss new approaches to utilizing VDOT non-regulated stormwater water for economic gain within Rural Coastal Virginia.
- Researched how other coastal states manage DOT stormwater in unregulated non-MS4 communities. Reviewed a report from Talbot County Maryland on how DOT ditches have been redesigned to manage stormwater more effectively.

## 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.*

- Consulted with Mathews homeowner regarding septic repair program application.
- Convened MPPDC Onsite Loan Committee. Reviewed and approved several septic repair projects in Gloucester and Mathews.
- Closed on Mathews septic repair grant/loan package
- Consulted with AOSE regarding Mathews septic repair.
- Consulted with Crystal MacWelch, Millers Septic regarding Mathews repairs.
- Consulted with Crystal MacWelch regarding King William repair.
- Consulted with Sue Thomas, Mathews County regarding septic repair program.
- Consulted with Cathy Farmer, Farmers Septic regarding OP for completed Gloucester repair.
- Consulted with homeowner referred by Bill Meigher, provided application.
- Consulted with Charlotte Deal, Millers Septic regarding septic pumpout voucher.
- Closed on Gloucester repair.

- Closed on Mathews repair.
- Consulted with Gloucester homeowner regarding next steps after loan closing.
- Consulted with Millers Septic regarding small repair loan program.
- Consulted with Crystal MacWelch and Jamie Miller regarding Gloucester septic repair.
- Closed on Gloucester septic repair.
- Consulted with Tammy Faulkner regarding funding available for sewer hook-up in Gloucester.
- Consulted with Kaitlin Ranger, DEQ regarding grant/cost share for sewer hook-up.
- Consulted with Pat Duttry, Mathews Health Department regarding OP for completed septic repair project.
- Consulted with Julie Goens, Gloucester Health Department regarding OP for completed septic repair project.
- Completed reimbursement request to be submitted to Walter Gills, DEQ for reimbursement for septic loans approved over the summer.
- 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 12<sup>th</sup> 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.

- Septic Pumpouts as of September 21, 2017

Applications Mailed	31
Approved Vouchers	18
Completions	14

**Pumpout Vouchers by County**

Essex	03
Gloucester	01
King and Queen	03
King William	00
Mathews	05
Middlesex	06

- *Remaining uncommitted septic repair funding – \$121,934 in loan funds, \$122,199 in grant funds.*

**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.*

- Started a new application for the Building Collaborative Communities grant program focused on a project that will aim to stand up the Rural Coastal Virginia Community Enhancement Authority. This application is due to Virginia Department of Housing and Community Development in the Spring of 2018. As part of organizing this application, MPPDC staff analyzed economic data associated with the three coastal rural planning district commissions (PDC) (i.e. Northern Neck PDC, Middle Peninsula PDC and Accomack-Northampton PDC) that will be participating in the Enhancement Authority.

**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 12<sup>th</sup> 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

**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.
- Received needed paperwork from the US Navy to allow for update of MPEDRO's SAM.gov registration. Updated registration at SAM.gov. Awaiting notification of acceptance of registration renewal. MPPDC staff have been attempting to get this registration updated since April. Without an active SAM.gov registration, MPA is unable to accept federal funding. This has delayed the Navy shore stabilization project.
- Notified Scott Blossom and Heather Huddle, US Navy of SAM registration renewal approval. MPEDRO is now in position to sign contract with contractor to do the shoreline stabilization work at Dahlgren.

**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.*

- Coordinated a meeting with Delegate Keith Hodges and Alexander R. Thorup, Director of Policy and Legislation for Speaker-designee, Kirk Cox on legislative matters related to improvements to the social-economic conditions across the Middle Peninsula.
- Convened the final meeting of the DHCD Planning Grant Stakeholders team to present the final Pamunkey Broadband project report.
- Consulted with Andrew Cohill, President of Design Nine Inc. concerning the final report for the

Pamunkey Broadband project concept.

- Consulted with Staff from the Center for Innovative Technology to request a review of the Pamunkey Broadband report. Received comments and suggestions for advancing the project to the next step.
- Attended multiple Go Virginia Region 6 meetings to track the progress of planning for grant proposal applications to advance strategic economic development projects for the Middle Peninsula and all of Region 6.
- Updated local Mayors and Chairs on the progress of Go Virginia and the possibility of a project proposal being submitted under Go Virginia leveraging the Pamunkey Broadband concept.
- Distributed the Go Virginia application and How to Apply Workshop information to Middle Peninsula local government managers for review and discussion.

## 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.*

- Processed final loan payment for final open EECBG weatherizaion loan. All EECBG loans have either been repaid or written-off (1). This project is now closed until determination is made as to what to do with repaid funds.
- 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 12<sup>th</sup> 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.

## 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.*

- Held the Middle Peninsula/Northern Neck Emergency Manager's meeting on August 22. The agenda included an update on the EOP Gap Analysis project, the 2017 SHSP grant proposals, a discussion of the Draft Regional Mutual Aid Agreement, and current projects. Attending were representatives from the localities of Mathews, Gloucester, King William, Lancaster, Northumberland and Westmoreland. The Region 5 DRRO specialist from VDEM also attended. VDEM discussed its focus this year on developing a regional framework for re-entry planning.
- Participated in several VDEM Possible Weather Hazards Calls for Hurricanes Harvey, Irma and Jose.

- Received payment from VDEM for 2015 Regional Emergency Planner program from 10/1/16 – 4/30/17.

### **Project 31205 - MSAT Phones**

*This project will procure and deploy one satellite phone for each locality's Emergency Manager, total of 6, to develop a redundant level of satellite based communications to regionally assist the localities in the event of a catastrophic event. The participating localities will share a local Middle Peninsula Emergency Management coordination talkgroup to facilitate local support. The phones are compatible with the statewide VDEM/Virginia EOC talkgroup, the Urban Search and Rescue Program, and federal level assets through use of the SMART talkgroups deployed nationwide in the satellite phones.*

- Met with Victoria Rowsey, Emergency Services Technical Assistant, King and Queen County, to discuss the Satellite Phone talkgroup. Ms. Rowsey is working with Andy Aigner, Chief of Fire Services, King and Queen County, to help with the Emergency Services work in the locality.
- Consulted with Lisa, VDEM regarding reimbursement request for SAT Phones.

### **Project 31206 – EOP Gap Analysis Project**

*The Middle Peninsula will participate and the Northern Neck will be invited to participate in an Emergency Operations Plan (EOP) Gap Analysis to improve jurisdiction's Planning, Operational Coordination, and Community Resilience capabilities. A review of all participating jurisdiction's EOP's common gaps and best practices will be completed by: 1) Conducting a Review of all interested local and regional EOP's, 2) Developing Gap Identification and Analysis, 3) Conducting a Workshop discussing the findings of the Gap Analysis, and 4) Developing an EOP Framework that meets the identified gaps/needs across the region.*

- Comments for the EOP Gap Analysis document (includes Access and Functional Needs Draft Annex), the Draft Mutual Aid Agreement, the EOP Template and the Regional Resource document were due on August 22 at the Regional Emergency Manager's meeting in Saluda, VA. All comments have been incorporated into the final documents.
- VDEM recently purchased emergency planning software that will be free for local and state government entities to use. As part of the set-up and implementation for this system, the MP/NN Draft EOP Gap Analysis was requested by VDEM to be used as a model to develop EOP templates for localities and colleges/universities. The templates will not be a requirement in order to use the system, but can be used as a baseline. Users will be able to select template sections they wish to use and add sections that are specific to their organization. The software is expected to be rolled out in the Fall of 2017.

## **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%.*

- Consulted with Alyssa Hildt and Elizabeth Nellums regarding unfunded NFWF proposal. Reviewers comments will be taken into account in drafting upcoming grant proposal applications.
- Completed and submitted annual PDC report to DHCD via CAMS system.