



## COMMISSIONERS

### Essex County

Hon. Edwin E. Smith, Jr.  
Hon. John C. Magruder  
(Vice-Chairman)  
Ms. Sarah Pope

### Town of Tappahannock

Hon. Katherine B. Carlton  
Mr. Eric Pollitt

### Gloucester County

Hon. Ashley C. Chriscoe  
(Chairman)  
Hon. Tony Nicosia  
Dr. William G. Reay

### King and Queen County

Hon. Mark R. Berry  
Hon. Marie H. Norman  
Ms. Vivian Seay

### King William County

Hon. Benjamin Edwards  
Hon. Justin Catlett  
Mr. Greg Henrich  
Mr. Percy C. Ashcraft

### Town of West Point

Hon. James M. Pruett

### Mathews County

Hon. Tim Doss  
Hon. David Jones  
Mr. Harry Meeks  
Ms. Ramona Wilson

### Middlesex County

Hon. Wayne H. Jessie, Sr.  
(Treasurer)  
Hon. Reggie Williams, Sr.  
Ms. Kendall Webre  
Mr. Matt Walker

### Town of Urbanna

Hon. Dr. William T. Goldsmith

### Secretary/Director

Mr. Lewis L. Lawrence, III

## MEMORANDUM

**TO:** MPPDC Board of Commissioners  
**FROM:** Lewis Lawrence, Executive Director  
**DATE:** July 19, 2024  
**RE:** July Commission Meeting

The Middle Peninsula Planning District Commission will host its monthly meeting on Wednesday, July 24<sup>th</sup> at 7:00 p.m. in the Regional Board Room at the Middle Peninsula Planning District Commission office in Saluda.

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

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

I look forward to seeing you on **July 24<sup>th</sup>!**

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

**7:00 P.M.**

**Wednesday, July 24, 2024**

**125 Bowden Street**

**Saluda VA 23149**

- I. Welcome and Introductions
- II. Approval of June Minutes
- III. Approval of Financial Report for June (*Handout*)
- IV. Executive Director's Report on Staff Activities for July
- V. MPCBPAA Update
- VI. MPA Update
- VII. MPPDC Public Relations/Communications Update
- VIII. Public Comment

**AGENDA ITEMS FOR DISCUSSION**

- IX. Adoption of MPPDC FY2025 Indirect Cost Allocation Plan
- X. Update on Small Business Training
- XI. Report on PAA Usage
- XII. Discussion on US Department of Commerce Economic Development District (MP-EDD District)
- XIII. Other Business
- XIV. Adjournment

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# MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

June 26, 2024

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, June 26, 2024, at 7:00 p.m. MPPDC Chairman, Chriscoe welcomed everyone in attendance.

### **Commissioners Present**

Essex County: Bud Smith, John Magruder, Sara Pope

Gloucester County: Ashley Chriscoe

King and Queen County: Marie Norman, Vivian Seay

King William County: Justin Catlett, Percy Ashcraft

Mathews County: Harry Meeks, Ramona Wilson

Middlesex County: Wayne Jessie, Reggie Williams, Matt Walker

Town of Tappahannock: Kay Carlton, Eric Pollitt

Town of Urbanna: Dr. William Goldsmith

Town of West Point, Jamie Pruett

### **Commissioners Absent**

Gloucester County: Dr. Willy Reay, Tony Nicosia

King and Queen County: Mark Berry

King William County: Benjamin Edwards, Greg Henrich

Mathews County: Tim Doss, Dave Jones

Middlesex County: Kendall Webre

### **Also in Attendance**

Lewie Lawrence, MPPDC Executive Director

Curt Smith, MPPDC Deputy Director

Taylor Ovide, MPPDC Coastal Resilience Planner

Dawn Mantell, MPPDC Executive Assistant

Guests

## **II. Approval of May Minutes**

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

## **III. Approval of Financial Report for May**

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

**IV. Executive Director’s Report on Staff Activities for the Month of June**

MPPDC Chairman Chriscoe requested MPPDC Executive Director, Lewie Lawrence review the Executive Director’s Report on Staff Activities for June. The Executive Director’s Report on staff activities is developed monthly with input from all MPPDC staff and subcontractors. The report is organized by PDC Service Centers, and the activities are used to report activities to both the Commission and respective grant funding agencies.

Mr. Lawrence stated that due to the lengthy agenda, he will forgo his review, but all were encouraged to review the June report and contact him with any questions.

**V. MPCBPAA Update**

MPCBPAA Secretary, Lewie Lawrence reported A.J. Woodson, a current VIMS graduate student interested in coastal policy, is interning with MPPDC and has been gathering and organizing data from the PAA’s property reservation system. Research revealed key findings that from 2014-2024 the system had over 1,180 reservations, the Brown Tract in Essex County was the most utilized, and Captain Sinclairs in Gloucester County had collected the most revenue. A copy of these findings will be emailed to the Commissioners as requested. Mr. Lawrence briefly reported on HB1058 which authorized the Virginia Department of Wildlife Resources (VDWR) to issue a singular duck blind license for all PAA blinds. Details are still being worked out with the VDWR.

**VI. MPA Update**

MPA Chairman, Ashley Chriscoe, briefly mentioned an upcoming free, 7-week business training course being offered by the MPPDC thanks to funding support from the Southeast Crescent Regional Commission. Upon completion of the course and submission of an approved business plan, participants will be eligible to access up to \$35k in loan funds at low interest rates through the MPPDC’s business loan fund which currently has approximately \$150k total available. Registration is open, class begins on July 11<sup>th</sup> and 10 people have already signed up.

**VII. MPPDC Public Relations/Communications Update**

Stephanie Heinatz, Consociate Media, reported on the following topics: Continued use of drone footage to promote PAA properties and local tourism; Continued promotion of Fight-the-Flood website; Haven Beach in Mathews County; Living Shoreline construction on the Rappahannock; and a Virginia Tourism Micro-grant opportunity forthcoming on July 16<sup>th</sup>.

**VIII. Public Comment**

None.

**IX. Recommendation and Presentation of Proposed FY25 MPPDC Budget**

MPPDC Executive Director, Lewie Lawrence reported the FY25 budget represents the largest budget in the agency’s history with over 60 different projects totaling over

\$10M. The Commission was provided a draft of the FY25 Budget Overview, Revenues and Expenses as recommended by the Budget Committee for their approval. The budget was devised taking into account the typical annual increases and the addition of two new staff planner positions to assist with managing increasing project workloads. One of the new positions will be funded via a variety of existing and forthcoming grants and the other new position will be fully funded with anticipated funding from the VDCR Community Flood Preparedness Fund. The overall budget includes Resources of \$10,082,854, Expenses of \$8,853,899 with required Matching Funds of \$118,041, and funds to support the two new staff planner positions. The Budget Committee recommended 3% COLA for existing staff.

Mr. Lawrence reviewed the .80 Base Salary and likened the Floating Salary 1.0 FTE as the same floating model used in universities. MPPDC staff members can increase their base salary by locating and acquiring additional grant funding thus providing the opportunity to earn a competitive salary. It was reported that the MPPDC is the only PDC in the Commonwealth to knowledge that provides this incentivized salary structure as a voluntary option for staff, and it has proven to be highly successful in both attracting and retaining qualified and experienced staff. Chairman Chriscoe requested a motion to adopt the FY25 Budget as presented. Mr. Magruder moved to adopt the FY25 Budget as presented. Mr. Walker seconded; motion carried.

#### **X. Advantus Strategies Update**

Mr. Kyle Shreve, Senior Director of Government Affairs, Advantus Strategies, provided a PowerPoint Presentation highlighting priority legislation at the General Assembly for the Middle Peninsula. Topics included: HB 1196 Virginia Port Authority, VA Waterway Maintenance Grant Program; HB 1058 DWR Duck Blind Licenses; HB 636-SB 567 Siting of Energy Facilities; SB 697 Solar and Energy Facilities; and the Biennium Budget. Robert Crockett was thanked by the Commission for his invaluable contribution to the Middle Peninsula localities throughout the years.

#### **XI. VRA – Small Loan and Revolving Credit Facilities Update**

MPPDC Executive Director, Lewie Lawrence reviewed the VRA Local Government Direct Loan Program. The program provides small loan financing on a first-come, first-served basis that would otherwise be inefficient to finance through existing VRA programs that obtain financing through the public debt markets. The VRA Board of Directors authorized \$5M for small loans (\$250k-\$750k) and revolving credit facilities. Mr. Lawrence drew the Commission's attention to the application and loan program summary in their meeting packet. Once the application is submitted to VRA, VRA will provide a resolution for the Commission and Middle Peninsula localities to approve. MPPDC Chairman Chriscoe requested a motion to authorize MPPDC Executive Director, Lewie Lawrence to complete and submit the loan application and work with VRA on behalf of the Commission. Mr. Magruder moved to authorize MPPDC Executive Director, Lewie Lawrence complete and submit the loan application and work with VRA on behalf of the Commission. Mr. Smith seconded the motion; motion carried

**XII. Municipal Dredging Concept**

MPPDC Executive Director, Lewie Lawrence provided a handout and reviewed Budget Bill – HB6001. It was noted that \$7.5M from the state general fund is being provided to the Middle Peninsula Chesapeake Bay Public Access Authority to fund a pilot municipal dredge program for the dredging of shovel-ready projects. Mr. Lawrence reported that the legislation requires a Municipal Dredging Operating Program and Agreement be developed and approved between the MPCBPAA and participating localities before the funding may be accessed. A draft Operating Program Agreement was reviewed and the concepts behind the agreement were discussed. Mr. Lawrence plans to present the draft Program and Agreement to the MPCBPAA for approval at their July meeting.

**XIII. Other Business**

Delegate Keith Hodges thanked Robert Crockett, Advantus Strategies, for his invaluable contribution to the Middle Peninsula localities throughout the years. He also encouraged everyone in attendance to stay engaged and continue bringing ideas to the table.

MPPDC Deputy Director, Curt Smith reported VDOT is preparing to make application for federal grant funds to replace the Norris Bridge and VDOT staff indicated that in preparation for submittal of the application, preliminary work is being done on the required National Environmental Policy Act (NEPA) assessment process. Part of the work being done for NEPA included modeling of future traffic projections which includes nominal growth in the future and as such, VDOT is currently utilizing a design for the new bridge which would include two traffic lanes with wide shoulders on either side. MPPDC localities were encouraged to contact VDOT Fredericksburg District Planning Staff with any questions and for further discussion.

**XIV. Adjournment**

Chairman Chriscoe requested a motion to adjourn. Mr. Jessie so moved; Ms. Seay seconded the motion; 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:

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(Secretary)



## Project Financial Report

Middle Peninsula Planning District Commission  
 Period Ending: 6/30/2024

Run Date: 07/18/2024  
 Run Time: 1:54:39 pm  
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| ----- Expenditures ----- |                                   |              |             |               |              |          |            |              |
|--------------------------|-----------------------------------|--------------|-------------|---------------|--------------|----------|------------|--------------|
| Code                     | Description                       | Budget       | Curr Month  | Project Total | Un/Over      | % Budget | Revenues   | Balance      |
| 30006                    | LRNow Derelict Vessels (NOAA)     | 10,000.00    | 0.00        | 0.00          | 10,000.00    | 0.00%    | 0.00       | 0.00         |
| 30013                    | Housing Loan Admin - EE&CBG I     | 500.00       | 0.00        | 592.73        | (92.73)      | 118.55%  | 1,102.10   | 509.37       |
| 30101                    | VPA/DCR CFPF Davis Creek Drec     | 1,065,472.00 | 0.00        | 5,073.53      | 1,060,398.47 | 0.48%    | 0.00       | (5,073.53)   |
| 30124                    | FY24 PDC Staff Support for Adm    | 15,000.00    | 0.00        | 15,470.30     | (470.30)     | 103.14%  | 6,176.87   | (9,293.43)   |
| 30170                    | Sm Bus Loan Admin - MPBDP St      | 1,025.00     | 0.00        | 1,020.27      | 4.73         | 99.54%   | 6,706.86   | 5,686.59     |
| 30184                    | Tappahannock Comp Plan - CLO      | 25,279.00    | 0.00        | 25,279.00     | 0.00         | 100.00%  | 25,279.00  | 0.00         |
| 30186                    | DHCD Elev.Septic Pilot (\$10k Ma  | 120,000.00   | 0.00        | 78,026.64     | 41,973.36    | 65.02%   | 226,424.65 | 148,398.01   |
| 30187                    | VHDA Housing Development          | 1,000,000.00 | 0.00        | 202,517.65    | 797,482.35   | 20.25%   | 198,853.54 | (3,664.11)   |
| 30190                    | DCR/Tapp CFPF Hoskins Crk (Taj    | 83,030.00    | 0.00        | 12,426.90     | 70,603.10    | 14.97%   | 5,418.63   | (7,008.27)   |
| 30191                    | DCR/Msex CFPF MillCreek (Mse:     | 61,680.00    | 0.00        | 29,659.65     | 32,020.35    | 48.09%   | 13,873.42  | (15,786.23)  |
| 30192                    | DCR/FEMA FTF GIS Tool             | 147,000.00   | 0.00        | 124,283.79    | 22,716.21    | 84.55%   | 118,022.37 | (6,261.42)   |
| 30195                    | CFPF Piankatank - CLOSED          | 53,637.50    | 0.00        | 53,637.50     | 0.00         | 100.00%  | 53,637.50  | 0.00         |
| 30196                    | CFPF York                         | 49,955.00    | 0.00        | 0.00          | 49,955.00    | 0.00%    | 0.00       | 0.00         |
| 30197                    | CFPF Mobjack                      | 133,257.00   | 0.00        | 0.00          | 133,257.00   | 0.00%    | 0.00       | 0.00         |
| 30198                    | GI Onsite Septic Repair           | 20,000.00    | 0.00        | 9,970.68      | 10,029.32    | 49.85%   | 30,000.00  | 20,029.32    |
| 30201                    | MPPDC VA Water Trails Website     | 8,063.00     | 0.00        | 3,584.89      | 4,478.11     | 44.46%   | 7,974.20   | 4,389.31     |
| 30220                    | FY24 CAP Operating Program (T     | 91,474.00    | 0.00        | 69,046.35     | 22,427.65    | 75.48%   | 48,794.67  | (20,251.68)  |
| 30321                    | FY24 Rural Transportation Planr   | 72,500.00    | 0.00        | 67,844.24     | 4,655.76     | 93.58%   | 33,203.92  | (34,640.32)  |
| 30420                    | Onsite Loan Management            | 5,675.00     | 0.00        | 14,251.59     | (8,576.59)   | 251.13%  | 35,044.09  | 20,792.50    |
| 31002                    | GA Lobby                          | 71,253.00    | 0.00        | 41,250.00     | 30,003.00    | 57.89%   | 156,086.00 | 114,836.00   |
| 31005                    | FY25 RTP (VDOT)                   | 72,500.00    | 0.00        | 0.00          | 72,500.00    | 0.00%    | 0.00       | 0.00         |
| 31500                    | Living Shoreline Incentive Progr: | 9,635.00     | 0.00        | 3,937.83      | 5,697.17     | 40.87%   | 20,210.92  | 16,273.09    |
| 32021                    | PAA GOVA Sea Grant Resilience     | 132,163.50   | 0.00        | 116,077.65    | 16,085.85    | 87.83%   | 135,853.82 | 19,776.17    |
| 32022                    | PDC Staff Support for Admin of    | 4,200.00     | 0.00        | 3,920.31      | 279.69       | 93.34%   | 9,200.00   | 5,279.69     |
| 32024                    | PAA VOF Get Outdoors-Trailblaz    | 5,000.00     | 0.00        | 2,407.83      | 2,592.17     | 48.16%   | 5,000.00   | 2,592.17     |
| 32157                    | NFWF Mathews-(VIMS In-Kind \$     | 289,409.80   | 0.00        | 289,559.80    | (150.00)     | 100.05%  | 267,468.86 | (22,090.94)  |
| 32163                    | DEQ 319(h) BMP Res Septic \$96    | 232,119.76   | 0.00        | 151,384.79    | 80,734.97    | 65.22%   | 133,162.93 | (18,221.86)  |
| 32166                    | DCR FTF Homeowner Fees            | 15,500.00    | 0.00        | 16,152.11     | (652.11)     | 104.21%  | 32,209.11  | 16,057.00    |
| 32167                    | DEQ Flo Disaster (\$30k Homeow    | 120,000.00   | 0.00        | 120,021.95    | (21.95)      | 100.02%  | 120,000.00 | (21.95)      |
| 32169                    | US DOT RAISE                      | 2,018,476.00 | (99,841.67) | 383,783.88    | 1,634,692.12 | 19.01%   | 271,401.15 | (112,382.73) |
| 32170                    | FY22 Coastal TA (DEQ CZM)(Con     | 129,700.00   | 0.00        | 129,700.00    | 0.00         | 100.00%  | 129,700.00 | 0.00         |
| 32171                    | DEQ CZM Next Gen PLANS - Yr2      | 50,000.00    | 0.00        | 50,000.00     | 0.00         | 100.00%  | 50,000.00  | 0.00         |
| 32172                    | DEQ CZM ANPDC Eco 6 FY23          | 26,000.00    | 0.00        | 26,000.00     | 0.00         | 100.00%  | 26,000.00  | 0.00         |
| 32173                    | VDH Local SWAP                    | 299,980.00   | 0.00        | 140,172.32    | 159,807.68   | 46.73%   | 122,626.38 | (17,545.94)  |
| 32174                    | NFWF & DEQ CZM Hog Island Re      | 947,200.15   | 0.00        | 909,366.33    | 37,833.82    | 96.01%   | 922,668.99 | 13,302.66    |
| 32175                    | DEQ WIP TA 2023                   | 72,500.00    | 0.00        | 72,500.00     | 0.00         | 100.00%  | 72,500.00  | 0.00         |
| 32176                    | NFWF Veterans Partnership         | 75,000.84    | 0.00        | 72,120.20     | 2,880.64     | 96.16%   | 30,315.04  | (41,805.16)  |
| 32177                    | EDA TA (\$70k-VPA/MPA/VASG/'      | 192,800.00   | 0.00        | 143,903.25    | 48,896.75    | 74.64%   | 70,000.00  | (73,903.25)  |
| 32178                    | VDH SWAP (BIG)                    | 280,413.00   | 0.00        | 107,340.28    | 173,072.72   | 38.28%   | 78,533.44  | (28,806.84)  |
| 32179                    | DEQ ARPA SLPP Septic Repair(Fl    | 730,196.00   | 0.00        | 53,208.24     | 676,987.76   | 7.29%    | 33,788.44  | (19,419.80)  |
| 32180                    | FEMA Ware Cove (H.Owner Mai       | 215,705.00   | 0.00        | 28,190.75     | 187,514.25   | 13.07%   | 6,178.18   | (22,012.57)  |
| 32181                    | FY23 Coastal TA (DEQ CZM)         | 129,000.00   | 0.00        | 72,907.95     | 56,092.05    | 56.52%   | 31,758.60  | (41,149.35)  |
| 32182                    | DEQ CZM Working Waterfront A      | 54,505.00    | 0.00        | 11,467.05     | 43,037.95    | 21.04%   | 7,496.36   | (3,970.69)   |
| 32183                    | SCRC LDD Capacity Building        | 24,000.00    | 0.00        | 846.52        | 23,153.48    | 3.53%    | 7,625.00   | 6,778.48     |
| 32184                    | FY24 WIP TA (DEQ)(\$14.5kMatc     | 58,000.00    | 0.00        | 17,629.56     | 40,370.44    | 30.40%   | 0.00       | (17,629.56)  |
| 33001                    | C-515771 Septic and Living Shor   | 13,517.00    | 0.00        | 10,125.67     | 3,391.33     | 74.91%   | 14,074.66  | 3,948.99     |
| 38024                    | FY24 Local Projects               | 207,196.00   | 0.00        | 130,137.74    | 77,058.26    | 62.81%   | 379,330.25 | 249,192.51   |
| 38025                    | FY25 Local Projects               | 0.00         | 0.00        | 0.00          | 0.00         | 0.00%    | 294,182.00 | 294,182.00   |
| 38100                    | LGA Grants Program                | 134,250.00   | 0.00        | 47,406.36     | 86,843.64    | 35.31%   | 215,716.34 | 168,309.98   |
| 38809                    | Mathews HITW Dredging (VDOT       | 177,364.00   | 0.00        | 172,355.39    | 5,008.61     | 97.18%   | 163,161.97 | (9,193.42)   |
| 38810                    | VPA Aberdeen Dredging             | 156,364.00   | 0.00        | 81,208.57     | 75,155.43    | 51.94%   | 82,301.15  | 1,092.58     |
| 38811                    | DCR CFPF Broad Creek Dredging     | 475,723.00   | 0.00        | 16,207.67     | 459,515.33   | 3.41%    | 0.00       | (16,207.67)  |

## Project Financial Report

Middle Peninsula Planning District Commission  
 Period Ending: 6/30/2024

Run Date: 07/18/2024  
 Run Time: 1:54:39 pm  
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| ----- Expenditures ----- |                                |                      |                    |                     |              |                     |            |                   |
|--------------------------|--------------------------------|----------------------|--------------------|---------------------|--------------|---------------------|------------|-------------------|
| Code                     | Description                    | Budget               | Curr Month         | Project Total       | Un/Over      | % Budget            | Revenues   | Balance           |
| 38812                    | DCR CFPF Whiting Crk Dredging  | 138,622.00           | 0.00               | 2,576.26            | 136,045.74   | 1.86%               | 551.46     | (2,024.80)        |
| 38813                    | Broad Crk Spot Dredging (Middl | 65,000.00            | 0.00               | 13,864.08           | 51,135.92    | 21.33%              | 0.00       | (13,864.08)       |
| 38814                    | DEQ/NOAA/VCZMP - NPC Board     | 183,952.00           | 0.00               | 9,921.86            | 174,030.14   | 5.39%               | 121,950.90 | 112,029.04        |
| 38815                    | Middlesex Comp Plan Audit - CL | 6,423.30             | 0.00               | 3,976.80            | 2,446.50     | 61.91%              | 0.00       | (3,976.80)        |
| 38816                    | DEQ IJJA Rapp Shoreline BMP Cc | 1,800,170.00         | 0.00               | 11,702.37           | 1,788,467.63 | 0.65%               | 4,774.47   | (6,927.90)        |
| <b>Totals:</b>           |                                | <u>12,577,385.85</u> |                    | <u>4,176,017.08</u> |              | <u>33.20%</u>       |            | <u>650,321.16</u> |
|                          |                                |                      | <u>(99,841.67)</u> | <u>8,401,368.77</u> |              | <u>4,826,338.24</u> |            |                   |

## Balance Sheet by Category

Middle Peninsula Planning District Commission  
 Period Ending: 6/30/2024  
 Format: 1 Board

Run Date: 7/18/24  
 Run Time: 1:55:38 pm  
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**Assets:**

|                                     |              |
|-------------------------------------|--------------|
| Cash in Bank                        | (26,718.40)  |
| Cash in Bank, Restricted            | 572,450.25   |
| Receivables                         | 1,780,685.91 |
| Property & Equipment                | 8,156.74     |
| Prepaid Pension (Deferred Outflows) | 48,680.91    |

|                |                       |
|----------------|-----------------------|
| <b>Assets:</b> | <b>\$2,383,255.41</b> |
|----------------|-----------------------|

**Liabilities:**

|                         |             |
|-------------------------|-------------|
| Accounts Payable        | 14,513.18   |
| VRA Loan Payables       | 881,994.70  |
| Payroll Withholdings    | 1,492.97    |
| Accrued Leave           | 69,782.80   |
| Deferred Revenue        | 76,646.09   |
| Deferred Inflows (VRS)  | 117,112.00  |
| Net Pension Liabilities | (14,365.00) |
| Cost Allocation Control | 3,813.19    |

|                     |                       |
|---------------------|-----------------------|
| <b>Liabilities:</b> | <b>\$1,150,989.93</b> |
|---------------------|-----------------------|

**Equity:**

|   |              |
|---|--------------|
| Local Initiatives/Information Resources | 847,268.34   |
| Economic Development                    | (3,606.84)   |
| Transportation Programs                 | 11,845.34    |
| Onsite Repair & Pumpout                 | (648.35)     |
| Housing                                 | 509.37       |
| Coastal Community & Environmental       | (344,825.12) |
| Public Access Auth Programs             | 30,852.40    |
| Temporarily Restricted                  | 177,307.09   |
| General Fund Balance                    | 513,563.25   |

|                |                       |
|----------------|-----------------------|
| <b>Equity:</b> | <b>\$1,232,265.48</b> |
|----------------|-----------------------|

|                                     |                       |
|-------------------------------------|-----------------------|
| <b>Total Liabilities and Equity</b> | <b>\$2,383,255.41</b> |
|-------------------------------------|-----------------------|

|                 |               |
|-----------------|---------------|
| <b>Balance:</b> | <b>\$0.00</b> |
|-----------------|---------------|

## Agencywide R&E by Category

Middle Peninsula Planning District Commission  
 Period Ending: 6/30/2024  
 Format: 1 Agencywide R&E

Run Date: 7/18/2024  
 Run Time: 1:56:07 pm  
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**Without Indirect Cost Detail**

| Code & Description           | Budget              | Current             | YTD                 | Un/Over             | % Bud          |
|------------------------------|---------------------|---------------------|---------------------|---------------------|----------------|
| <b>Revenues</b>              |                     |                     |                     |                     |                |
| Local Match                  | 153,796.00          | 0.00                | 84,825.22           | 68,970.78           | 55.15%         |
| Local Annual Dues            | 247,113.00          | 0.00                | 247,113.00          | 0.00                | 100.00%        |
| Local Other Revenues         | 253,212.00          | 0.00                | 184,805.11          | 68,406.89           | 72.98%         |
| Local Other Organizations    | 120,000.00          | 20,711.09           | 109,328.28          | 10,671.72           | 91.11%         |
| State Revenues               | 2,188,403.00        | 0.00                | 402,738.96          | 1,785,664.04        | 18.40%         |
| Federal Revenues             | 4,161,744.00        | (5,144.71)          | 1,118,578.64        | 3,043,165.36        | 26.88%         |
| Miscellaneous Income         | 70,005.00           | 6,314.42            | 63,515.29           | 6,489.71            | 90.73%         |
| RevolvingLoan Program Income | 23,500.00           | 1,875.46            | 184,223.08          | (160,723.08)        | 783.93%        |
| <b>Revenues</b>              | <b>7,217,773.00</b> | <b>23,756.26</b>    | <b>2,395,127.58</b> | <b>4,822,645.42</b> | <b>33.18 %</b> |
| <b>Expenses</b>              |                     |                     |                     |                     |                |
| Personnel                    | 610,104.00          | 70,506.75           | 696,842.55          | (86,738.55)         | 114.22%        |
| Communications               | 0.00                | 12.00               | 128.31              | (128.31)            | 0.00%          |
| Equipment & Supplies         | 1,500.00            | 383.01              | 2,844.86            | (1,344.86)          | 189.66%        |
| Travel                       | 5,000.00            | 0.00                | 1,785.53            | 3,214.47            | 35.71%         |
| Professional Development     | 6,740.00            | 0.00                | 845.00              | 5,895.00            | 12.54%         |
| Contractual                  | 5,520,732.00        | 147,638.45          | 1,509,251.54        | 4,011,480.46        | 27.34%         |
| Miscellaneous                | 125.00              | 25,881.66           | 213,639.19          | (213,514.19)        | 170911.35%     |
| Regional Share               | 153,796.00          | 0.00                | 85,075.22           | 68,720.78           | 55.32%         |
|                              | 0.00                | 700.00              | 700.00              | (700.00)            | 0.00%          |
| <b>Expenses</b>              | <b>6,297,997.00</b> | <b>245,121.87</b>   | <b>2,511,112.20</b> | <b>3,786,884.80</b> | <b>39.87 %</b> |
| <b>Agency Balance</b>        | <b>919,776.00</b>   | <b>(221,365.61)</b> | <b>(115,984.62)</b> |                     |                |

**Middle Peninsula Planning District Commission**  
**Executive Director's Report of Regional Progress**  
**July 12, 2024**

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

- For Demographic Information: [Community Profiles \(virginiaworks.com\)](http://virginiaworks.com)
- For MPPDC Website: <https://www.mppdc.com/>

**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*

**Deputy Director: Curt Smith**

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

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

**Chief Financial Officer: Julie A. Kaylor**

Contact Info: [jkaylor@mppdc.com](mailto:jkaylor@mppdc.com) (804) 758-2311x22

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

**Special Projects Planner: Jackie Rickards**

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

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

**Coastal Resilience Planner I: Taylor Ovide**

Contact Info: [tovide@mppdc.com](mailto:tovide@mppdc.com) (804) 758-2311x26

Programs: *Fight the Flood Program, Septic and Well Assistance Programs*

**Executive Assistant: Dawn Mantell**

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

Programs: *Septic Pumpout, Repair/Replacement Assistance Programs, PDC Staff Support, MPA Staff Support, PAA Staff Support, Facilities Scheduling, Website Management*

## INFORMATION RESOURCES/ASSISTANCE

- Updated [www.mppdc.com](http://www.mppdc.com) website – meeting notices, reports, news releases, GO Va meetings, and MPA notices, etc.

## COASTAL COMMUNITY DEVELOPMENT/ ENVIRONMENTAL

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

### **Project 30006 – NOAA Marine Debris Removal Pilot**

*Project provides consulting services under a NOAA grant administered by Lynnhaven River NOW (LRNow), including conducting research, and developing recommendations for the removal of abandoned and derelict vessels in Virginia's coastal zone, as well as contributing to the formulation of an abandoned and derelict vessel (ADV) removal and prevention program tailored to Virginia's needs.*

- Worked to get under contract with LRNow to perform the services that were identified in LRNow's awarded grant from NOAA.

### **Project 30186 – Elevated Septic Pilot FY22**

*Construction of a vertically elevated septic system will occur at the King & Queen Telehealth and Business Development Center as part of a three-year pilot program to analyze an engineered septic unit that houses and treats all sewage effluent in a vertically elevated, self-contained unit suitable for areas with high water tables and flooding in Coastal Virginia.*

- Continued to coordinate with Triangle Environmental regarding designs and structural modifications for elevated septic systems for commercial application at the King and Queen facility.
- King & Queen County continues construction of the new facility where the elevated pilot septic system will be showcased. The “pad” where the system will sit upon has been constructed and the plumbing in the building has been installed.

### **Project 30190 – DCR Flood Fund - Hoskins Creek (Tappahannock)**

*Project is to design, obtain permits for, and construct a living shoreline on the Town-owned property adjacent to the Rte. 17 bridge over Hoskins Creek in Tappahannock.*

- Permit was issued with seasonal restriction through July 31 for potential impacts to sturgeon.
- Bid packet was developed and published with bids due July 25. Voluntary prebid conference was held with 6 contractors in attendance.
- Bids will be presented to Town Council during its August meeting for consideration. Notice to proceed with contract for preferred offeror anticipated to occur in early August with contract finalized by the end of August.
- Contractor will have 120 days from contract execution to complete project as designed.
- Continued to consult with Town staff regarding project next steps for the project.
- Prepared quarterly report for submittal to DCR.

### **Project 30191 – DCR Flood Fund – Mill Creek Boat Ramp (Middlesex)**

*Project is to design and develop a draft Joint Permit Application for the shoreline and structures adjacent to the boat ramp at the Carlton Road (Mill Creek) public wharf in Middlesex. The designed solution will help mitigate the shoaling of the boat ramp and enhance the overall resilience of the public wharf.*

- Contractor continues to finalize design, cost estimate and draft permit application for Option 1 which includes rehabilitation of an existing groin, dredging of a sediment trap, planting of dune grasses, and a possible submerged artificial oyster reef.

- The project continues towards final design and development of a draft Joint Permit Application with a conclusion date anticipated during October.
- Coordinated with Middlesex staff to extend service agreement for continued administration of the grant through October.
- Drafted the quarterly report to submit to DCR.

**Project 30196 – Community Flood Preparedness Fund (CFPF) – Round 3 Supplemental (York)**

*VDCR CFPF funding for two shoreline protection construction projects on private properties within the York River watershed.*

- Sarah’s Creek Shoreline Project:
  - The property owner of the project on Sarah’s Creek is reporting that the family is experiencing unanticipated financial hardships and needs to delay starting project construction as a result. MPPDC staff have identified and are exploring prospective financing opportunities to assist the property owner with being able to afford the project and will continue to coordinate with this property owner accordingly. The MPPDC application for US EPA/VA DEQ funding has been awarded and MPPDC staff continue to work to determine if the project will be able to advance under these funds.
- York River Shoreline Project:
  - The property owner of the project on the York River is continuing to deliberate whether to sign the requisite DCR maintenance forms and proceed with the project. MPPDC staff continue to coordinate with this property owner.
- Prepared quarterly report for submittal to DCR.

**Project 30197 – Community Flood Preparedness Fund (CFPF) – Round 3 Supplemental (Mobjack)**

*VDCR CFPF funding for three shoreline protection construction projects and one stormwater flood protection project. All are located on private property within the Mobjack Bay watershed.*

- Ware River Phase III Project: The owner and MPPDC staff continue to seek funding as the owner has indicated that they are not currently able to accept the grant award funding without additional financial assistance which can be used to support the required matching funds. The MPPDC application for US EPA/VA DEQ funding has been awarded and MPPDC staff are working to determine if the project will be able to advance under these funds. MPPDC staff will continue to coordinate with the property owner, but the project will remain on hold until additional funding is secured.
- Wilsons Creek Project: Construction is complete Initiated final steps regarding reimbursement and reporting.
- Antioch Rosenwald School Project:
  - Drafted and submitted service agreement to DCR staff for approval to ensure that DCR is clear on the scope of work and budget. DCR has been unable to resolve questions posed by MPPDC staff and the project remains on hold since the request was originally submitted during February 2024. Once DCR has provided approval and confirmation, then the project can commence.
- Prepared quarterly report for submittal to DCR.

**Project 320224 – 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.*

- In support of Virginia Tourism grant, compiled final report for reimbursement.
- Monthly financials completed through May.
- Bank reconciliations completed through May.
- Deposits/Vouchers processed through June.

#### **Project 32021 – PAA GO VA Sea Grant Resilience Economy**

*Virginia Sea Grant was awarded a GO Virginia award to assist the Middle Peninsula and other coastal areas with developing a water management economy to combat flooding and sea-level rise. This project will utilize land owned by the MPCBPAA as field stations to encourage business innovation in the flood resiliency space.*

- Continued to consult with staff from Triangle Environmental regarding strategies for advancing forward elevated septic technology and incorporating different design aspects into houses units scheduled to be built at Sinclair to assist with phasing in the technology under different resiliency scenarios.
- Photographed solutions installed along Middle Peninsula rural coastal areas to help showcase the products being developed as part of a water management economy.
- Assisted Virginia Sea Grant staff with coordination of event scheduled for August 12 to showcase constructed aspects of the project at Captain Sinclairs to key local, state, and federal elected and appointed officials.
- Working on submitting the quarterly report.

#### **Project 32024 – MPPDC Virginia Outdoors Foundation (VOF) Get Outdoors**

*This project will provide the Middle Peninsula Chesapeake Bay Public Access Authority with nature trail demarcation and location services on the Captain Sinclair's complex in Gloucester by partnering with Knott Alone Hold Fast, a veteran support program.*

- Dan Knott, Principle with Knott Alone Hold Fast and Veteran volunteers continue trail deployment.
- Submitted the semi-annual report through the VOF grants portal. This report was approved by VOF.
- Created a map of the Captain Sinclair Recreational Area property to show the trails that have been created, those in progress, and planned trails.

#### **Project 32166 – Fight the Flood Participant Grant Application Development**

*MPPDC staff work regularly to develop and oversee grant applications for property owners who have submitted flooding-related needs and projects to the Fight the Flood program.*

- Continued to monitor grant funding prospects for citizens who have paid MPPDC staff for the development of grant applications.

#### **Project 32174 – NFWF & VCZMP Hog Island Restoration**

*Project is for permitting and constructing a nature-based shoreline protection solution along the perimeter of the MPCBPAA-owned Hog Island property which continues to experience substantial erosion. The project is funded in part with federal funding from NFWF and NOAA via the VA Coastal Zone Management Program.*

- Monitoring of the newly installed reefs by VIMS/CBNERRS continues.



### **Project 32176 – NFWF Veterans Partnership**

*MPPDC will develop and formalize an operating agreement between the MP-PAA and Knott Alone-Hold Fast, Inc, a nonprofit organization providing counseling and coastal eco and restoration workforce development services focusing on leveraging Chesapeake Bay coastal environs for veterans. The project will build capacity to address a known gap in local workforce for resilience and restoration activities.*

- Continued to work to refine the list of activities within the Appendix of the MOU that Knott Alone-Hold Fast has partnered with the MPCBPAA.
- Began to draft the final programmatic report for this project that is due to NFWF by August 31<sup>st</sup>.

### **Project 32181 – Virginia Coastal TA FY23**

*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.*

- Coastal Management Analysis and Policy Support:
  - Continued consultation services with Robert Crockett President of Advantus Strategies and Kyle Shreve, Director, Government Relations for Advantus Strategies regarding legislative and state budget initiatives important to the Middle Peninsula.
- Local and State Planning Coordination:
  - Assisted Virginia Sea Grant staff with coordination of event scheduled for August 12 to showcase constructed aspects of the project at Captain Sinclairs to key local, state, and federal elected and appointed officials.
  - Sen. Kaine and Warner’s offices submitted two requests for earmarks submitted by MPPDC:
    - Commerce, Justice, Science, and Related Agencies bill for FY25: \$801,585 to purchase, deploy and operate for one year water level monitoring stations in the Middle Peninsula
    - Homeland Security bill for FY25: \$942,574 to purchase and install generators providing backup power to emergency operations centers in Gloucester, Mathews, Middlesex, and Essex counties
    - Updates on full or partial funding of earmarks requests will be shared as the appropriations process takes place in the second half of 2024.
  - Developed and submitted three Letters of Intent for NOAA’s Climate Ready Coasts Grant Competition:
    - CZM Habitat Protection and Restoration Competition: \$797,000 for Middle Peninsula Chesapeake Bay Public Access Authority to acquire 450 acres near Middle Peninsula Regional Airport for conservation in perpetuity and recreational use.
    - CZM Habitat Protection and Restoration Competition: \$4,000,000 for Middlesex County to acquire 118 acres at Bushy Park Farm for conservation in perpetuity and to establish a new public park.
    - NERRS Habitat Protection and Restoration Competition: \$797,000 for Middle Peninsula Chesapeake Bay Public Access Authority to acquire 450 acres near Middle Peninsula Regional Airport for conservation in perpetuity and recreational use.
    - Attended VA Coastal Policy Team meeting to summarize and answer scorer questions about three projects above.
  - Provided materials and site visits requested by DCR to support of REPI grant proposal is for Middle Peninsula Chesapeake Bay Public Access Authority to acquire 450 acres near Middle Peninsula Regional Airport for conservation in perpetuity and recreational use. Proposal is advancing from state to federal agency review for funding by DOD and NPS.
  - Researched grant opportunities to fund public water access at Spring Cottage Road in King &

Queen County. Working with VDOT to develop Recreational Access Program Resolution to request funds for the project.

- Coordinating with Consociate Media and VIMS to develop NOAA Saltonstall-Kennedy Grant Competition application to promote and market blue catfish industry.
- Assisted Gloucester County researching Virginia Clean Water Revolving Loan Fund for Cardinal Campground sewer designs. Continuing to research potential grants to fund this project.
- Continued to coordinate with Consociate Media, and VIMS developing potential NOAA Saltonstall-Kennedy Grant Competition application to support blue catfish fishery.
- Continued to develop an updated scope of work for the VPA Waterway Maintenance Funds award (~\$3M) to MPPDC for the development of dredged material master plans for the Middle Peninsula and Eastern Shore. The award was not funded at the full requested level and certain aspects were scaled back or removed. Requested confirmation from VPA staff regarding eligible use of funds for purchase or lease of property for upland management of dredged material.
- Convened the July meeting of the local government administrators. Regional economic development, Data Centers land use and fiber needs, state drug kit change out program, charging and fueling infrastructure grant opportunities, and other related coastal issues were discussed.
- Participated in the June 24 meeting of the State Water Commission. Topics covered included non-living shoreline stabilization structures, American Rescue Plan Act grant funding for water/sewer issues, and Water Quality Improvement Fund methodology and effectiveness were addressed.
- Met with RES staff on July 9 regarding advancement of dredging and beneficial reuse projects in the Middle Peninsula.
- MPCBPAA Work Plan & Support for Online Facility Reservation System
  - Corresponded with the Town of Urbanna Mayor to discuss the Urbanna Historic Trail. MPPDC staff made added to public access locations to the Urbanna Creek and made the trail visible when the Middle Peninsula map is opened.
  - Published and scheduled social media marketing content to drive awareness of Virginia's Coastal Wilds as part of efforts to enhance facility reservations.
  - Coordinated with Virginia Tourism to map out strategy for applying for additional marketing grant to further enhance the online facility reservation system and awareness of public access properties.
- Enhancing Regional Resiliency and Supporting State Level Resiliency Efforts:
  - Participated in the June 18 virtual meeting of VA Coastal Resilience Technical Advisory Committee where recommendations for the upcoming second edition of the VA Coastal Resilience Master Plan were discussed.
- Fight the Flood Program Management:
  - The redrafts of the Regional Living Shoreline Incentive Funding Program survey and the Regional On-Site Wastewater Treatment and Disposal Funding Program survey have been finalized and are awaiting final implementation. These surveys are designed as standalone entities accessible through the Fight the Flood webpage. An in-person meeting was previously held with Consociate to discuss implementing both surveys on the Fight the Flood website and will be linked to various resources, including the MPPDC website. These revamped surveys represent a significant improvement and are intended to efficiently guide participants into the appropriate programs.
  - Developed and implemented new website navigation for the Fight the Flood website. This update and user experience enhancement was needed as the program site continues to grow.

### **Project 32182 – VCZMP Working Waterfront Resilience Assessments**

*MPPDC staff will be contracting with Accomack-Northampton, Northern Neck, and Hampton Roads PDCs to conduct vulnerability assessments of publicly owned working waterfronts in each region with the intent of identifying and advancing solutions at the properties which are eligible and competitive for various state and federal grant funding opportunities.*

- As a result of a successful meeting June 13<sup>th</sup> MPPDC staff provided supplemental information to partner PDC's to assist with completing Working Waterfront Assessments.

### **Project 32184 – DEQ Chesapeake Bay WIP Technical Assistance 2024**

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

- Regionally Specific Implementation Activities:
  - Drafted the interim project report and will submit on July 17<sup>th</sup>.
- Bay Phase III WIP Implementation with Local and Regional Partners:
  - Participated in the June 24 meeting of the State Water Commission. Topics covered included non-living shoreline stabilization structures, American Rescue Plan Act grant funding for water/sewer issues, and Water Quality Improvement Fund methodology and effectiveness were addressed.
  - Met with RES staff on July 9 regarding advancement of dredging and beneficial reuse projects in the Middle Peninsula.
  - Developed and submitted three Letters of Intent for NOAA's Climate Ready Coasts Grant Competition:
    - CZM Habitat Protection and Restoration Competition: \$797,000 for Middle Peninsula Chesapeake Bay Public Access Authority to acquire 450 acres near Middle Peninsula Regional Airport for conservation in perpetuity and recreational use.
    - CZM Habitat Protection and Restoration Competition: \$4,000,000 for Middlesex County to acquire 118 acres at Bushy Park Farm for conservation in perpetuity and to establish a new public park.
    - NERRS Habitat Protection and Restoration Competition: \$797,000 for Middle Peninsula Chesapeake Bay Public Access Authority to acquire 450 acres near Middle Peninsula Regional Airport for conservation in perpetuity and recreational use.
    - Attended VA Coastal Policy Team meeting to summarize and answer scorer questions about three projects above.
  - Assisted Gloucester County researching Virginia Clean Water Revolving Loan Fund for Cardinal Campground sewer designs. Continuing to research potential grants to fund this project.
- Fight the Flood Program Management:
  - The redrafts of the Regional Living Shoreline Incentive Funding Program survey and the Regional On-Site Wastewater Treatment and Disposal Funding Program survey have been finalized and are awaiting final implementation. These surveys are designed as standalone entities accessible through the Fight the Flood webpage. An in-person meeting was previously held with Consociate to discuss implementing both surveys on the Fight the Flood website and will be linked to various resources, including the MPPDC website. These revamped surveys represent a significant improvement and are intended to efficiently guide participants into the appropriate programs.
  - Developed and implemented new website navigation for the Fight the Flood website. This update and user experience enhancement was needed as the program site continues to grow.

## TRANSPORTATION

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

### **Project 30220 – Commuter Assistance Program (CAP) Operating FY24**

*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.*

- Filed quarterly progress report.
- Attended several meetings with DRPT, Commute with Enterprise, to discuss updates
- Researched, wrote and published blog post on Time Management Strategies for Remote Workers.
- Researched, wrote and published blog post on Balancing Family and Work When Telecommuting.
- Researched, wrote and published blog post on Telecommuting Tools and Technologies You Need to Know.
- Ordered MidPenRideShare marketing swag materials – custom logo Yeti coffee tumblers.
- Performed monthly website maintenance and security backups for MidPenRideShare website.
- Installed an update to the ADA compliance plugin on the MidPenRideShare website.
- Drafted, designed and distributed June 2024 email newsletter.
- Drafted, designed and distributed July 2024 email newsletter.
- ***Agilemile Stats for June 2024:***
  - ***Current Total Members – 472 (71% previously drove alone)***
  - ***Number of Commuters with logged trips – 92 (44% previously drove alone)***
  - ***Reduced miles (VMT) – 11,002***
  - ***Commuter Savings - \$7,3,72***

### **Project 30321 – Rural Transportation Planning FY24**

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

- Project Administration: Developed and submitted the fourth quarter progress report.
- Long Range Transportation Plan Implementation Activities:
  - LRTP Maintenance and Updates
    - Discussed process for future RL RTP updates with VDOT Fredericksburg District staff and Local Government Planners. Decided to wait to incorporate new update process following VDOT meetings with localities to review and update local pre-scoping modules for priority needs planned for Fall 2024.
  - LRTP Implementation Strategies
    - VDOT Engineering Review of Local Intersections with Safety Needs Updates: VDOT District staff provided updates during the June Local Government Planners meeting.
  - Park and Ride Lot Use and Condition Assessments
    - Completed for FY24.
- VDOT Coordination and Support Activities:
  - Requested VDOT Meetings and Data Review

- Responded to request from VDOT Fredericksburg District staff to provide updates to the MPPDC Board regarding VDOT's efforts to seek Federal funding for replacement of the Norris Bridge and VDOT's specific efforts to make the application more competitive by initiating NEPA review for the project including traffic demand forecasting and design for the bridge to include two lanes for traffic with wide shoulder instead of the four lane bridge called for in the MPPDC LRTP.
    - VTrans and Smart Scale Meetings
      - Coordinated continued discussions for Round 5 applications during the June Local Government Planners meeting.
    - Title VI and Environmental Justice Compliance Coordination
      - Continued to address improvements requested by VDOT regarding annual updates to the Title VI plan.
    - Performance Measure Goal Coordination
      - Coordinated with VDOT regarding Federal performance updates during the June 26 Quarterly MPO meeting.
    - Project Pipeline Studies Assistance
      - No meetings for US 360 Arterial Management Plan study have been called since the previous meeting on January 18.
    - Additional VDOT Meetings
      - Participated in the June 25 VDOT Quarterly MPO meeting where data resource/tools updates from OIPI and TMPD, Federal performance updates, panel discussion on safety actions - linked to SS4A grants, State regulatory updates, updates from DRPT. accessibility data from the Accessibility Observatory, and VTRC research updates including Vehicle Occupancy and Freight Planning were addressed.
      - Reviewed minutes from the June Commonwealth Transportation Board meeting and the June meeting of the CTB Environmental Subcommittee.
- General Technical Assistance to Localities:
  - Smart Scale
    - Coordinated continued discussions for Round 6 applications during the June Local Government Planners meeting.
  - Flood Resilience
    - Provided materials and site visits requested by DCR to support of REPI grant proposal is for Middle Peninsula Chesapeake Bay Public Access Authority to acquire 450 acres near Middle Peninsula Regional Airport for conservation in perpetuity and recreational use. Proposal is advancing from state to federal agency review for funding by DOD and NPS.
    - Fielded questions from concerned property owners in Mathews County regarding flooding and inundation of Lighthouse Road.
  - Dredging/Navigation
    - Provided updates to the Middle Peninsula Public Access Authority (MP-PAA) regarding \$7.5 M funding from the VA General Assembly to the MP-PAA for launch of a municipal dredging program.
  - Other LRTP Projects
    - Hosted meeting with Gloucester, Mathews, and King and Queen counties to refine scope of work and develop project readiness in preparation for FHWA Charging and Fueling Infrastructure grant application, due Aug. 28.

- Researched grant opportunities to fund public water access at Spring Cottage Road in King & Queen County. Working with VDOT to develop Recreational Access Program Resolution to request funds for the project.
- Submitted support letter for VDOT proposal to USDOT Bridge Investment Program for Norris Bridge replacement.
- Public Road Endings and Landings Research – none during June
- Local Government Planners Meeting Coordination
  - Coordinated and hosted the MPPDC Local Government Planners meeting on June 26th. June meeting topics included:
    - Chesapeake Bay Preservation Act Resiliency and Mature Trees updates
    - Discussion around FY25 local presentation/discussion topics for Local Planners meetings
    - Continued discussions around Smart Scale round 5
    - Safety improvements at intersections of concern identified by local planners
    - Rt. 360 Arterial Management Plan development updates
    - VDOT District Pre-scoping Module process discussion and planning
    - MPPDC USDOT RAISE Public Working Waterfront Multimodal Enhancement Project updates
    - MPPDC Fight the Flood presentation and training

**Project 31002/38809 – Mathews Co. Hole-in-the-Wall/Haven Beach Implementation**

*Mathews County was awarded VA Port Authority Waterway Maintenance Funding to dredge the Hole in the Wall channel to -7 feet Mean Low Water depths, place the dredged sand at the county-owned Haven Beach property, and construct new breakwaters adjacent to the renourished beach. MPPDC is administering the grant on behalf of the County with procurement and permitting assistance and project oversight. Mathews County has contracted MPPDC to provide continued oversight of the requisite beach monitoring beyond the closure of the VPA grant.*

- Phase 1 (Dredging) and Phase 2 (Breakwater Construction):
  - Coordinated with the County and Contractor to schedule additional dredging to achieve the contracted dredged volume (40,0000 cubic yards). It was agreed that the Contractor would return during Fall 2024 once the permit requirement for seasonal restriction ends on September 15 to dredge the remaining ~13,000 cy of material. The regulatory agencies and grant funding agencies were notified of these updated plans.
  - Seaward Marine is scheduled to initiate construction of the extension of the smaller existing breakwater and construction of one additional larger breakwater during the week of July 22. It is estimated that breakwater construction will be completed within approximately three weeks. Construction is to occur from the water using barges.
  - Held weekly coordination calls with Mathews County and Seaward Marine staff.
  - Provided updates to Mathews County staff, MPPDC Local Planners meetings, MPPDC Board, and local media outlets.
  - Photographed Haven Beach implementation.
- Phase 3 (dune grass planting and fencing):
  - Coordinated with the preferred offeror for Phase 3 and provided notice of the updated plans and schedule for Phases 1 and 2 as well as the advice of the VIMS Shoreline Studies Program to allow the beach fill to stabilize for ~6-18 months and reach an equilibrium such

that new dune grass plantings will have lesser vulnerabilities of being compromised as the beach adjusts to its final equilibrium.

- Haven Beach Monitoring:
  - Coordinated with Biogenic Solutions regarding the requisite second round of monitoring to occur following completion of construction of the breakwaters.

**Project 31003 – VDRPT Commuter Assistance Program (CAP) Operating FY25**

*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.*

- MPPDC staff is awaiting the final agreement from DRPT for the FY25 grant.

**Project 31005 – VDOT Rural Transportation Planning FY25**

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

- Project Administration:
  - Reporting - Coordinated with VDOT staff regarding the Letter of Authorization for the FY25 award.
  - Title VI and ADA Compliance – performed required maintenance.
- Long Range Transportation Plan Implementation Activities:
  - LRTP Maintenance and Updates
    - Initiated and continued development of RL RTP draft updates. Discussed process for future RL RTP updates with VDOT Fredericksburg District staff and Local Government Planners. Decided to wait to incorporate new update process following VDOT meetings with localities to review and update local pre-scoping modules for priority needs planned for Fall 2024.
  - LRTP Implementation Strategies
    - Smart Scale – Continued to assist with Round 5 applications as needed.
    - VDOT Fredericksburg District Local Pre-scoping Module Coordination – No meetings for US 360 Arterial Management Plan study have been called since the previous meeting on January 18.
    - Flood Resilience –
      - Provided materials and site visits requested by DCR to support of REPI grant proposal is for Middle Peninsula Chesapeake Bay Public Access Authority to acquire 450 acres near Middle Peninsula Regional Airport for conservation in perpetuity and recreational use. Proposal is advancing from state to federal agency review for funding by DOD and NPS.
      - Fielded questions from concerned property owners in Mathews County regarding flooding and inundation of Lighthouse Road.
    - Dredging/Navigation – Met with RES staff on July 9 regarding advancement of dredging and beneficial reuse projects in the Middle Peninsula.
    - Other Activities – None for July.
  - VDOT Infrastructure Erosion Assessment and Inventory – Prepared for kickoff meeting with VDOT staff during July.
  - Park and Ride Lot Use and Condition Assessments – awaiting guidance from VDOT for FY25

- Active Transportation Facilities Tracking – Awaiting instruction from VDOT.
- Technical Assistance to Localities – None for July.
- Local Government Planners Meeting Coordination – Scheduled and developed agenda for July meeting.
- MPPDC Webpage Maintenance – N/A for July
- Public Road Endings and Landings Research – none during July
- VA Water Trails Website Maintenance - Corresponded with the Town of Urbanna Mayor to discuss the Urbanna Historic Trail. MPPDC staff made added to public access locations to the Urbanna Creek and made the trail visible when the Middle Peninsula map is opened.
- VDOT Coordination and Support Activities:
  - Requested VDOT Meetings and Data Review
    - Responded to request from VDOT Saluda Residency regarding possible grant funding sources for public access to the water at the county line of King William and King and Queen County on Rt. 628 over the Mattaponi River.
  - VTrans and Smart Scale Meetings
    - None for July
  - Title VI and Environmental Justice Compliance Coordination
    - Continued to address improvements requested by VDOT regarding annual updates to the Title VI plan.
  - Performance Measure Goal Coordination
    - None for July
  - Project Pipeline Studies Assistance
    - No meetings for US 360 Arterial Management Plan study have been called since the previous meeting on January 18.
  - Additional VDOT Meetings
    - Reviewed minutes from the July Commonwealth Transportation Board meeting.

**Project 32169 – USDOT RAISE Public Working Waterfront Designs**

*Project is to conduct a region-wide planning project that will result in a suite of shovel-ready, high-priority multi-modal transportation infrastructure improvements intended to address critical needs related to the region’s publicly owned working waterfronts in order to meet the modern and future needs of the region’s growing commercial seafood and maritime industries. The project will involve three distinct tasks: 1) State of Good Repair Condition Assessments, 2) Multimodal Working Waterfront Needs Assessment and Improvement Strategies, and 3) Multimodal Working Waterfront Improvement Plan Development.*

- Administrative and Financial Activities:
  - Meeting held with Gerald Hill, Lewie Lawrence, Curt Smith, Julie Kaylor. Discussed opportunities to enhance the reimbursement process. Will re-submit the Q3 financials.
  - Resubmitted the Q3 financials. USDOT rejected the reimbursement request, causing interest to accrue further on the line of credit. Reasoning for rejection was not based on program rules or requirements, rather it was based on administrative “asks”.
  - Resubmitted the Q3 financials same day as rejection. Received “approval” following Friday. Continuing to work with USDOT on requirements and processes, as they continue to cause harm to the PDC.



- Held another meeting with Norman Alevero and Gerald Hill regarding the timeliness of reimbursements. Submitted Reimbursement #3E based on this conversation. 7/12/24 Still waiting for a decision, even though was promised a decision by 7/5/24.
- Equity Analysis and Inclusion Planning:
  - Continued Data Collection.
  - Continued development of MPPDC Maritime Communities and Industries Explorer.
  - Continued development of Draft graphics for Sites Equity Evaluation.
  - Research and Development of community profile
- State of Good Repair Condition Assessments:
  - Continued developing mapping/graphics to document site data and evaluation information.
- Multimodal Working Waterfront Needs Assessment and Improvement Strategies:
  - Met with project partners on June 26, 2024, to review the additional waterfront needs on the West Point Airport property. The group discussed that three designs and cost estimates would be developed by VHB. Three designs and estimates would include a major wharf design, a minor wharf, and small pipe bridge.
- Multimodal Working Waterfront Implementation Plan:
  - To be completed at the end of project.

**Project 30101 – DCR Community Flood Preparedness Fund (CFPF)/VPA Waterway Maintenance Fund (WMF) Davis Creek Dredging**

*Project is for finalizing dredged material disposal solution and implementing dredging of Davis Creek.*

- Pre-dredging Activities (Phase 1):
  - Reviewed Norfolk District Corps of Engineers hydrographic survey of the Federal navigation channel conducted during June.
  - Compiled a real estate inventory within a 2-mile radius for prospect locations for upland disposal of dredged material.
  - Participated in a virtual meeting with the US Army Corps of Engineers on June 20 to discuss beneficial use of dredged material options for Davis Creek.
  - Provided updates to Mathews County staff, MPPDC Local Planners and Local Government Administrators meetings, MPPDC Board, and local media outlets.
- Drafted the quarterly report to submit to DCR.

**Project 38810 – VPA Aberdeen Dredging**

*Gloucester County was awarded VA Port Authority Waterway Maintenance Funding to dredge the Aberdeen Creek channel to -7 feet Mean Low Water and place the dredged material at an upland disposal site. MPPDC is administering the grant on behalf of the County with procurement and permitting assistance and project oversight.*

- Disposal/Reuse Options Coordination:
  - Provided an updated description of disposal/reuse options and associated costs.
  - Coordinated with Waste Management and Gloucester County regarding the option of utilizing the Gloucester landfill.
  - Prepared for a briefing of Gloucester County regarding potential dredging/disposal options.
- Administration:
  - Submitted quarterly report to VPA.

- Extended contract with Shore Consulting for continued project management services to run through June 30, 2025.

**Project 38811 – DCR Flood Fund – Broad Creek Dredging and Jetty Design (Middlesex)**

*Project is for designing and dredging Broad Creek while concurrently designing and developing a draft joint permit application for the construction of shoaling protection structures along the mouth of the channel to ensure long-term navigability.*

- Prepared quarterly report for submittal to DCR.
- Dredging design and implementation will commence once County-funded spot dredging is completed.

**Project 38812 – DCR Flood Fund – Whiting Creek Dredging (Middlesex)**

*Project is for designing and developing draft permit applications for dredging and beneficial reuse or disposal of dredged material at Whiting Creek in Middlesex County.*

- Continued subcontract development for VIMS to conduct surveying, sampling, and project design.
- Coordinated with VA Department of Energy regarding existing borrow pits within 2-mile radius.
- Reviewed National Wetlands Inventory data for parcels adjacent to the creek.

**Project 38813 – Broad Creek Spot Dredging (Middlesex)**

*Project is for designing and developing draft permit applications for dredging (Phase 1) and dredging and material disposal (Phase 2) at Broad Creek in Middlesex County.*

- Pre-dredging Activities (Phase 1):
  - Continued to coordinate with contractor on permit and Section 408 application development for the project.
  - Continued to coordinate with County staff regarding project design and Phase 2 costs.
- Dredging Activities (Phase 2): Pending completion of Phase 1
- Administrative:
  - Provided updates to Middlesex County staff, MPPDC Local Planners and Local Government Administrators meetings, MPPDC Board, and local media outlets.

**ONSITE REPAIR & PUMPOUT**

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

**Project 301981 – FY25 Gwynn’s Island Septic**

*To support the MPPDC Regional On-Site Wastewater Treatment and Disposal Funding Program, this grant from Mathews Community Foundation provides septic repair assistance to LMI homeowners on Gwynn’s Island.*

- Received a \$10,000 award from The Mathews Community Foundation to continue providing funding for onsite septic system repairs for qualified low-income homeowners on Gwynn’s Island in Mathews County.
- Received phone call from a family member of a Gwynn’s Island homeowner with 3 children requesting 319(h) septic repair/replacement assistance information. Address of the septic system is located in the target area set by DEQ. Reviewed 319(h) guidelines and application process and encouraged caller to have the homeowner contact us to provide additional information, be screened for Gwynn’s Island assistance, and obtain an application for assistance.
- Received phone call from Farmer’s Septic requesting available funding assistance for Mathews County homeowner on Gwynns Island in need of repair/replacement. Staff asked Farmer’s to encourage homeowner to contact our office as we have 2 programs they may qualify for.

## **Project 32163 – DEQ 319(h) NPS IP for BMP Residential Septic 2021**

*This project provides cost-share assistance to landowners, homeowners, and agricultural operators as an incentive to voluntarily install nonpoint source (NPS) best management practices (BMPs) in designated watersheds.*

- **As of July 12**, MPPDC staff has received phone calls from **215** homeowners in Gloucester, Mathews, and Middlesex Counties in response to the press release for available 319(h) funding. The physical addresses of each of these septic systems were entered into the mapping tool to verify their location is within the program's target areas. **(70)** homeowners had miscellaneous requests, declined moving forward, requested ineligible practices such as voluntary upgrades and reimbursement for work completed prior to the submission of a complete and qualified 319(h) application; **(6)** Mathews County homeowners placed their project on hold; and **(106)** homeowners' septic system isn't located in the program's target area. To-date, **(9)** Alternative Septic Systems in Mathews County have been installed; **(1)** Conventional Septic System in Gloucester County has been repaired; **(2)** Septic Systems in Middlesex County, **(2)** in Gloucester County, and **(3)** in Mathews County have been pumped out. All 16 homeowners were approved and reimbursed 50% of the average practice cost set DEQ. Funding is currently encumbered for the installation of **(1)** Alternative Septic System in Mathews County.  
**(7)** Homeowners remain on the Septic Pumpout list. (5 Mathews, 2 Middlesex)  
**(10)** Homeowners remain on the Septic Repair/Replacement list. (7 Mathews, 1 Middlesex, 2 Gloucester)
- Continue to receive inquiries from King William, King & Queen, and Essex County residents seeking septic assistance and are not in the designated target area set by DEQ to be eligible for 319(h) septic reimbursement funding. When applicable, these inquiries are screened for interest and eligibility in other MPPDC program funding, referred appropriately to VA DHCD, VHDA, and SERCAP for possible septic repair/replacement assistance and those seeking septic pumpout assistance are placed on the waiting list for when funding becomes available.
- Updated press release materials advertising the continued availability of 50% cost-share reimbursement of approved septic repairs/replacement and pumpouts for homeowners with septic systems located in the EPA-approved IP boundary. The press release was emailed to Stephanie Heinatz, Consociate Media for the fourth geo-targeting campaign to over 40 local print, radio, and social media outlets.
- In response to the recent press release, MPPDC staff received phone calls from (2) Gloucester, (4) Middlesex, and (3) Mathews County homeowners requesting 319(h) information regarding pumpout and inspection of their conventional septic system. Address of the septic system is in the target area set by DEQ. A 319(h) application was emailed to the homeowner as requested.
- Received VA 319(h) Contact Information Update Form via email from Madison Whitehurst, DEQ TMDL NPS Data Coordinator for completion. Completed the form and returned it as requested.
- Registered for DEQ Annual BMP Warehouse Update Webinar in August.
- In response to the recent press release, received phone call from Middlesex County homeowner requesting 319(h) assistance with repairing an HOA community Decentralized Alternative Septic System serving ~112 homes and townhouses. The repair to an alternative septic system is considered an ineligible practice under DEQ program guidelines.
- Received email from Madison Whitehurst, TMDL NPS Data Coordinator, DEQ containing the FY25 NPS BMP Guidelines, FY25 BMP Specifications, NPS BMP Contract, NPS Residential Septic Guidelines Template, NPS Residential Septic Inspection Form. Updates included: Increasing residential septic cost-share rates and caps, Variance requirements to residential septic BMPs for DEQs consideration for all participants, and Documentation and reporting requirements for completed BMPs.
- Prepared quarterly report for submittal to DEQ.

### **Project 32173 VDH Septic Well Assistance Program (SWAP)**

*This project will provide grant funding to assist VDH approved low-income Middle Peninsula homeowners with costs associated with septic repair/installation, private well installation/abandonment, and connecting to public water and sewer for the purposes of wastewater/water improvements.*

- As of July 12<sup>th</sup>, MPPDC staff have received inquiries from (85) Middle Peninsula homeowners in need of well and/or septic repair/replacement assistance. Homeowners began the intake/application process for SWAP assistance at the MPPDC, staff are no longer accepting applications. Staff have received (22) complete applications. Staff have collected and submitted (20) homeowners' income documents for verification by Local Health Department Staff to verify the applicant's income is at or below 200% FPG. To date (20) applicants have been low income verified, (1) applicant has not submitted adequate income documentation, and (1) applicant has been found to be over income and not eligible for SWAP funds and was referred to other resources.
- (6) projects are complete with the contractor having been paid, (1 septic Mathews), (1 well Gloucester), and (3 wells Essex) (3 well abandonments Essex). (1) King William well is pending being given a Notice to Proceed pending an amendment to shift funds to well. (1) King and Queen septic evaluation design received a qualifying bid and was issued a notice to proceed. This project has been posted for bids four times and is in a complex setting. If the one additional well comes in as the (2) bids for evaluation and design come in as bid, approximately \$121,870 is encumbered. (1) King William well and (1) King William well abandonment is pending a notice to proceed with a delay from VDH not issuing amendments to shift funding to wells. (1) Mathews septic evaluation design received a bid a notice to proceed is on hold until other projects move forward to verify funding is available. (1) Gloucester conventional septic installation is posted for bids two times received a bid that was over the max cost guidelines and VDH did not authorize the overage and needs to be posted for a third time for bids. MPPDC staff continues to move qualified and permitted homeowner's projects into procurement and are approximately 63% of funds encumbered. Staff have worked with VDH and are expecting an amendment to shift funding towards wells to continue working projects in order received. MPPDC Swap staff have worked with VDH to shift funding towards wells since October 2023. VDH has yet to issue an amendment causing significant delay.
- Management of SWAP LP included performing (10) administrative tasks, (9) phone calls, and (7) correspondences.
- To-date, 22 applications have been received from (4) Gloucester, (5) Essex, (4) King William, (3) Mathews, (4) King and Queen, (2) Middlesex County households. Applications have closed and a waiting list is being maintained for all new inquiries.

### **Project 32178 VDH Septic Well Assistance Program (SWAP) Direct to Partner Initiative (D2PI)**

*This project will utilize American Rescue Plan Act Funding (ARPA) through the SWAP Program to expedite the installation and completion of ~5 VDH approved Middle Peninsula low-income homeowner's shovel-ready septic, sewer, and well installation projects for the purposes of wastewater/water improvements.*

- As of July 12<sup>th</sup>, (1 well Essex), (1 well King William), and (1 well King and Queen) were previously completed. This month (1 well abandonment Mathews) was completed. MPPDC staff previously made payment for 2 wells to a contractor and have submitted for reimbursement by VDH. Significant delays in reimbursement are being encountered with VDH. The delay has been brought to the attention of VDH on numerous occasions. The reimbursement delay is on VDH's end. (1 septic Gloucester) contractor has been issued a notice to proceed and the installation is in progress; and (1 Essex) project needs a solution for shoreline erosion. A survey has been performed, the shoreline solution is complex and appropriate funding sources are being researched as D2PI can't pay for the shoreline.
- MPPDC staff worked to process the needs of the added 3 D2PI projects that were added in February 2024, all located in Mathews, all at the same property, 1 septic design, 1 septic install, and 1 well abandonment. MPPDC staff received bids for a septic evaluation design and have issued a notice to

proceed. The well abandonment contractor was issued a notice to proceed and is now complete. Staff are awaiting all VDH inspections prior to reimbursing the contractor.

- MPPDC staff previously requested a no cost extension to the project deadline of 6/30/2024 to 12/31/2024. This need for extension was anticipated and is due to just receiving 3 projects near the end of the contract. Along with the shoreline need outside of this program for 1 of the projects. VDH staff have made the amendments. MPPDC received a fully executed amendment on June 5<sup>th</sup> after significant delays.
- Management of SWAP D2PI included performing (15) administrative tasks, (12) phone calls, and (9) correspondences.

### **Project 32179 DEQ ARPA Septic Local Partner Program**

*This project will utilize American Rescue Plan Act Funding (ARPA) through the Virginia Department of Environmental Quality to utilize a new and more cost-effective septic repair pilot program approach for participating Middle Peninsula homeowners with failing septic systems.*

- One bid for fleet purchase was received on June 18<sup>th</sup> from Soils, Inc. MPPDC staff have begun evaluating the bid and working with Soils Inc to clarify portions of their bid. The bid remains under review.
- Preparations are being made to begin accepting applications.
- A quarterly report was submitted July 5<sup>th</sup>.

## **ECONOMIC DEVELOPMENT**

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

### **Project 301250 – Staff Support to Middle Peninsula Alliance (MPA) FY25**

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

- Processed vouchers.
- Reconciled bank statements through May 2024.
- Month-end through May 2024.

### **Project 38816 – DEQ IJJA Living Shoreline BMP Construction**

*MPPDC staff are constructing living shorelines within and outside of defined Most Effective Basin areas and submitting the projects to the DEQ BMP warehouse to help the Commonwealth meet its federally-mandated requirements to reduce nutrients and sediment pollution within the Chesapeake Bay.*

- Under the scope of services and updated process, for cohort 1, MPPDC staff have contacted 5 individual homeowners and 1 civic association with multiple parcels all within the Most Effective Basins. The eligible area for projects is only located in portions of Middlesex and Essex Counties. Contact was initiated with eligible FTF property owners on May 5, 2024, by phone to verify interest, verify current ownership, and arrange a time to meet onsite. MPPDC staff have met property owners onsite at 6 sites. MPPDC staff have worked to determine if the property owners want to pursue the grant that reimburses for eligible costs to install the preapproved BMP's. MPPDC has additionally coordinated with contractors, working to identify how property owners are going to fund the projects with the reimbursement nature of the program.
- MPPDC staff have initially encumbered \$887,860 out of \$1,066,911 representing moving forward with s (2) in Middlesex (2) in Essex.
- Additional Fight the Flood registered properties are actively being identified and evaluated to encumber the remaining available MEB funds.
- For cohort 2, MPPDC staff have worked with Consociate Media to implement marketing efforts in the

MEB area and promote the availability of funds for project generation, as outlined for Cohort 2 in the scope of services.

- For cohort 3, for the four non-MEB projects, MPPDC staff have worked to obtain updated estimates. Currently, MPPDC has initially encumbered \$171,739.00 out of \$534,619.00, representing progress on 2 of the 4 sites. One of these projects has reportedly just completed installation by the contractor, and MPPDC staff are awaiting documentation to submit.

#### **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.*

- **Loan Funds available – \$148,513.16 (asset #10002)**

#### **Project 321771- GO Virginia – West Point Adjacent Land Airport Study**

*Project studies the needs for moving the land adjacent to the airport to the next tier under the VEDP site readiness program.*

- Met with project partners on June 26, 2024, to review the work that was completed for the West Point Bridge Study and the work that is wrapping up.
- Town of West Point continues to work with the on-call engineer and is finalizing all reports for the study. Contract extension request for July 31 was approved by DHCD staff and the project is slated for completion in July with closeout beginning soon thereafter.

#### **Project 321772 – DCR Flood Fund - West Point Bridge Study**

*Project is to conduct a Hydrologic and Hydraulic Study and Structural Design and Level of Service Study to address ongoing flooding for a Town owned bridge adjacent to the Middle Peninsula Regional Airport.*

- Town of West Point continues to work with the on-call engineer and is finalizing all reports for the study. The project is slated for completion in July with closeout beginning soon thereafter.
- Met with project partners on June 26, 2024, to review the work that was completed for the West Point Bridge Study and the work that is wrapping up.

### **LOCAL INITIATIVES**

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

#### **Project 302010 – FY25 VA Water Trails Website Maintenance**

*MPPDC partners with PlanRVA, Accomack-Northampton PDC, and Northern Neck PDC to host and maintain the VA Water Trails website as a recreational, tourism, and public access resource to water trails within the partner regions – [www.VirginiaWaterTrails.org](http://www.VirginiaWaterTrails.org)*

- Corresponded with the Town of Urbanna Mayor to discuss the Urbanna Historic Trail. MPPDC staff added two public access locations to the Urbanna Creek and made the trail visible when the Middle Peninsula map is opened.

#### **Project 32183 – FY2023 SCRC Local Development District Capacity Building**

*MPPDC received funding from the Southeast Crescent Regional Commission to provide technical assistance for economic and community development activities within the region. This year's grant will focus on partnering with the Middle Peninsula Alliance to hire a trainer who can relaunch a business development course which is a requisite for accessing available MPPDC small business loan funding.*

- Twenty-four participants registered for the course and the first session was held on July 11. The course will continue for one night per week over the course of the following 8 weeks.

- Developed and published press release highlighting course initiation.
- Provided updates to the MPPDC Board.
- Submitted advance reimbursement request for 50%

### **Project 38024 – FY24 Local & Regional Technical Assistance**

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

- Brainstormed project ideas to submit to the Chesapeake Bay Trust’s Capacity Building Grant.
- Attended the quarterly meeting of the Climate Pollution Reduction Grant (CPRG) Steering Committee. The Committee discussed findings from the first round of outreach efforts for the climate action plan.
- Developed an account through the Economic Development of Grants Experience (EDGE) to begin an application for a Technical Assistance grant through the EDA.

### **Project 38100 – LGA Grants Program**

*Research, write, secure, and monitor federal, state, local, and foundational grants for participating Middle Peninsula local governments based on needs identified by Local Government Administrators.*

- Onboarded summer intern to assist with LGA Grants Program activities.
- Developed and submitted three Letters of Intent for NOAA’s Climate Ready Coasts Grant Competition and attended CPT meeting to present projects:
  - CZM Habitat Protection and Restoration Competition: \$797,000 for Middle Peninsula Chesapeake Bay Public Access Authority to acquire 450 acres near Middle Peninsula Regional Airport for conservation in perpetuity and recreational use.
  - CZM Habitat Protection and Restoration Competition: \$4,000,000 for Middlesex County to acquire 118 acres at Bushy Park Farm for conservation in perpetuity and to establish a new public park.
  - NERRS Habitat Protection and Restoration Competition: \$797,000 for Middle Peninsula Chesapeake Bay Public Access Authority to acquire 450 acres near Middle Peninsula Regional Airport for conservation in perpetuity and recreational use.
- Advanced REPI grant proposal from state to federal agency review by DOD and NPS by providing maps, forms, and site visits request by DCR. Proposal supports Middle Peninsula Chesapeake Bay Public Access Authority’s request for \$697,400 to acquire 450 acres near Middle Peninsula Regional Airport for conservation in perpetuity and recreational use.
- Organized meeting with Gloucester, Mathews, and King & Queen counties to refine scope and develop project readiness for FHWA Charging and Fueling Infrastructure grant application for elective vehicle charging infrastructure, due Aug. 28.
- Coordinating with Consociate Media and VIMS to develop NOAA Saltonstall-Kennedy Grant Competition pre-proposal to promote and market blue catfish industry.
- Researched grant opportunities to fund public water access on Spring Cottage Road in King & Queen County. Coordinating site visit with VDOT to determine project viability.
- Assisted Gloucester County researching Virginia Clean Water Revolving Loan Fund for Cardinal Campground sewer designs. Continuing to research potential funding for this project.
- Funding from Sen. Kaine and Warner’s offices for two earmark requests submitted by MPPDC is still pending the federal budget process:

- Commerce, Justice, Science, and Related Agencies bill for FY25: \$801,585 to purchase, deploy and operate for one-year water level monitoring stations in the Middle Peninsula.
- Homeland Security bill for FY25: \$942,574 to purchase and install generators providing backup power to emergency operations centers in Gloucester, Mathews, Middlesex, and Essex counties.
- Updates on full or partial funding of earmarks requests will be shared as the appropriations process takes place in the second half of 2024.

**Project 38814 – NOAA/VCZMP New Point Comfort Observation Deck Rehab**

*Rehabilitation of the observation deck at the New Point Comfort Natural Area Preserve in Mathews County.*

- Finalized procurement documents for the rehabilitation work and prepared to put project out to bid.
- Coordinated with Mathews County and Mathews Rotary Club regarding construction and maintenance funding availability.

**Project 38815 – Middlesex County Comp Plan Audit – Feb 2024**

*A diagnostic review and analysis of the Middlesex County Comprehensive Plan will be conducted to identify areas in need of improvement or addition to ensure compliance with state requirements.*

- Plan review and analysis are complete. Project is closed.

**HOUSING**

**Funding – Housing Loan Program Income**

**Project 30187 – VHDA Affordable Workforce Housing Development**

*The three-year project will involve planning, designing, and constructing approximately ten affordable workforce housing units on property owned by the Middle Peninsula Public Access Authority. The project goals involve creating resilient and safe housing for citizens who need to live and work on or near the water. The designs will involve long-range planning for increased flooding and sea-level rise where the units can be readily moved once a site becomes unsafe for continued residential use.*

- Continued to work with both Gloucester County and Virginia Department of Health on various outstanding permit issues.
- Posted the bid packet on eVA and the MPPDC website for issuance of 6 apartment work on the big house and pool house.
- Local demolition company has removed deck and pool as well as fountains around the driveway as part of the project.

**Project 30013 – 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.*

- **Funds available – \$46,476.93 (asset #10003)**

**EMERGENCY SERVICES**

**Funding – VDEM/FEMA/Homeland Security**

**Project 30192 – DCR/FEMA - Fight the Flood GIS Tool Enhancements**

*Improvements will be made to the FTF online and GIS tools which are intended to enhance the GIS data tool capabilities and the overall management of the program. Improvements will include automated programs to expedite and streamline the grant application process, programs for identifying needs and advancing projects which align with available funding resources, improvements which will help feature products and services for*



*participating FTF businesses, and training for MPPDC staff.*

- Reviewed the table of project deliverables and created a plan forward to complete each deliverable.
- Developed map images for the modified-RLAA report that only shows areas within the Middle Peninsula that have high and very high rates of erosion.
- Prepared and submitted the quarterly report and reimbursement request (#6) packet to VDEM.
- Photographed solutions installed along Middle Peninsula rural coastal areas to help showcase the products being developed as part of a water management economy.

### **Project 32180 – FEMA Ware Cove**

*This project is for the mitigation reconstruction of a residential structure in Gloucester County. The current structure will be demolished and a smaller, more code-compliant and more hazard-resistant structure on an elevated foundation system will be constructed. The mitigation reconstruction project will mitigate flood risk and the associated costs.*

- Prepared and submitted a project extension requesting 12 more months to complete the project. The contractor had difficulty getting the crane across the causeway to the project property in order to drive the foundation piles. This necessitated a foundation redesign to helical piles which can be installed using different equipment that can cross the causeway to the project property. Engineers are currently resigning the foundation for helical piles which will delay construction.
- Prepared and submitted the quarterly report to VDEM.

## **LOAN FUNDS FOR SEPTIC AND LIVING SHORELINES**

Funding – VRA

### **Project 30420 – On-Site Technical Guidance Assistance and Loan Program**

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

- Processed monthly ACH draw for client loan repayments.
- Posted payments to GMS.
- ***Uncommitted septic repair funds remaining: \$23,555 in loan funds – \$21,641 in grant funds.***

### **Project 31500 – Living Shoreline Loan Program**

*The MPPDC Living Shoreline Incentive Program Loan Fund provides low-interest loans to local homeowners to implement living shorelines. These funds will be used for erosion prevention and water quality control and to protect and enhance natural shoreline habitats using strategically placed plants, stone, sand fill and other structural and organic materials.*

- Processed monthly ACH draw for client loan repayments.
- ***Remaining uncommitted living shoreline funds: \$0***

### **Project 33001 – Loan Fund Program for Septic and Living Shoreline**

*During 2022, the MPPDC received a \$3M line of credit for living shoreline and septic repair projects from the VA Resources Authority. The fund provides a single financing program for activities historically covered by the MPPDC's On-Site Technical Guidance and Living Shoreline Incentive Programs.*

- Received several inquiries for Septic Repair Loans. Provided documentation and information.
- Drafted a new Septic Repair Cover Letter and published to website.
- ***Remaining uncommitted funds: \$2,000,921.03 in loan funds - \$270,338 in grant funds.***

## AGENCY ADMINISTRATION

Funding - Indirect cost reimbursements from all PDC projects

### MPPDC Administration

*Administrative services provided to MPPDC programs. Planned FY24 Indirect Cost rate = 29.65%.*

- Prepared vouchers, processed A/P, processed deposits.
- Processed monthly journal entries for June.
- Processed payroll for June.
- Processed all fringe benefits payments/reporting.
- Processed monthly P/R tax payments.
- Continue to work with GMS to reconcile several issues in the G/L.
- Continue to work on getting setup in various accounts pertinent to the work of the MPPDC.
- Continue to reconcile accounts.
- Reconciled Retirement Contributions Spreadsheet. Eliminated errors.
- Finalized FY25 Budget
- Finalized FY25 Indirect Cost Allocation Plan
- Streamlining vendor payment process. Switching to ACH to reduce the risk of fraud, free up staff time, and reduce costs.
- Researching timesheet/timeclock software.
- Handled several IT issues, including onboarding new staff.
- Continue to look for ways to streamline processes.
- Attended several GMS meetings for additional training and guidance.
- Reached out to Auditor for dates for FY24 Audit.
- Reached out to outside auditors for reconciliation assistance.
- Processing year-end and fiscal year start processes.

## **Closed Projects**

### **Project 30123 – Staff Support to Middle Peninsula Alliance (MPA) FY23**

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

### **Project 30184 – Tappahannock Comprehensive Plan & GIS Mapping**

*Technical assistance for reviewing and updating data in the Town Plan and digitizing with GIS and printing the Town Zoning and Land Use maps.*

### **Project 30194 – RAFT Dupont LMI Pumpouts**

*This project will provide grant funding to ~55 LMI Middle Peninsula homeowners to assist them in complying with the Chesapeake Bay Preservation Act requirement to have their septic tanks pumped out or inspected every 5 years.*

### **Project 30195 – Community Flood Preparedness Fund (CFPF) – Round 3 Supplemental (Piankatank)**

*VDCR CFPF funding for one shoreline protection construction project on private property within the Piankatank River watershed.*

### **Project 30198 – Gwynn’s Island Septic**

*To support the MPPDC Regional On-Site Wastewater Treatment and Disposal Funding Program, this grant from Mathews Community Foundation provides septic repair assistance to LMI homeowners on Gwynn’s Island.*

### **Project 30219 – Commuter Assistance Program (CAP) Operating FY23**

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

### **Project 30320 – Rural Transportation Planning FY23**

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

### **Project 30428 – On-Site Technical Guidance Assistance and Loan Program**

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

### **Project 31212 – Middle Peninsula All-Hazards Mitigation Plan Update Yr2**

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

### **Project 32019 – Sinclair’s Public Fishing Pier**

*The MPCBPAA has contracted the MPPDC to administer a grant from the VA Saltwater Recreational Fishing Development Fund to rehabilitate the public fishing pier at the Captain Sinclair’s Recreational Area, which had fallen into a state of disrepair. The project will consist of procuring a qualified contractor to rebuild a traditional wooden framed open pile 400-foot long public use fishing pier that will provide year-round opportunities for saltwater fishing and recreational viewing.*

### **Project 32157 – NFWF Mathews – East River Yr2**

*This project will design, permit, construct and monitor living shorelines in targeted shorelines on the East River.*

**Project 32164 – CZM 306 Next Generation Shoreline Plan (Pilot Project – Yr1)**

*VIMS Shoreline Studies Program will develop a whitepaper to examine the use of technology, modeling, alternative materials, proprietary products, and innovative nature-based mitigation measures in the planning process for “next generation shorelines” which are intended to provide an enhanced level of shoreline resilience and water quality in response to more frequent and severe flooding and accelerated sea-level rise. One design of a next generation shoreline for a publicly owned property in a high energy wave environment will be completed. Year 2 will involve further development of the whitepaper and a next generation shoreline design for a moderate wave energy publicly owned site.*

**Project 32167 – DEQ Florence Disaster Living Shoreline Micro-grants**

*This project will offer grant funds as micro-grants to property owners in the Piankatank River, Gwynn’s Island, Milford Haven Implementation Plan area to install living shorelines and other eligible BMPs to improve water quality and coastal resilience. It is estimated that four micro-grants of \$20,000 each will be accomplished under this project.*

**Project 32170 – Virginia Coastal TA FY22**

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

**Project 32171 – CZM 306 Next Generation Shoreline Plan Yr2**

*VIMS Shoreline Studies Program will continue to develop a whitepaper to examine the use of technology, modeling, alternative materials, proprietary products, and innovative nature-based mitigation measures in the planning process for “next generation shorelines” which are intended to provide an enhanced level of shoreline resilience and water quality in response to more frequent and severe flooding and accelerated sea-level rise. One design of a next generation shoreline for a publicly owned property in a moderate energy wave environment publicly owned site will be completed.*

**Project 32172 – DEQ CZM ANPDC Ecotourism VI FY23**

*This project will build on the efforts completed between 2020-2021. During this project, PDCs will focus on implementing actions identified in the 36-month Marketing Strategy and Action Plan. MPPDC staff will also develop a grant application to seek funds which address resilience needs identified in the 2022 resilience assessment of MPCBPAA properties. PDCs will also collaborate to identify a long-term sustainability plan for maintaining the site for years to come.*

**Project 32175 – DEQ Chesapeake Bay WIP Technical Assistance 2023**

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

**Project 32177 – EDA Technical Assistance Program 2023**

*MPPDC will facilitate the maintenance, update, and implementation of the Middle Peninsula Comprehensive Economic Development Strategy (CEDS) utilizing existing regional partnerships and building upon recent and ongoing regional initiatives focusing on fostering economic growth within the region.*

**Project 38023 – FY23 Local & Regional Technical Assistance**

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

## 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 +)

**Virginia Coastal Resilience Master Plan Technical Advisory Committee:** As appointed by the Governor in EO-71, a Technical Advisory Committee (TAC) with representatives of state agencies, coastal planning districts and regional commissions, and academic advisors, among others will facilitate the coordination and the development of the Virginia Coastal Resilience Master Plan. The Commonwealth's Chief Resilience Officer, Special Assistant to the Governor for Coastal Adaptation and Protection, and TAC will work with localities, regional entities, citizens, and stakeholder groups to identify critical infrastructure, at-risk communities, adaptation strategies, and specific resilience projects for inclusion in the Plan.

**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+)

**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)

**Virginia Shoreline Working Group:** The Virginia Coastal Zone Management Program launched the working group in 2022 to focus in on complex regulatory and legal matters pertaining to shoreline management and to help advance shoreline protection and habitat restoration projects that can compete for federal funding.

**Virginia Bay Enhancement Working Group (BEWG):** The Northam Administration and VMRC launched BEWG in 2020 as result of administration policy of no future overboard discharge of dredged material. The group is tasked with identifying beneficial reuse opportunities for the 1 Million cubic yards of material that is dredged every 3-5 years from the York Spit Navigation Channel which is the primary shipping channel for the Baltimore Harbor in the southern section of the middle of the Chesapeake Bay. MPPDC staff were requested to serve to evaluate alternatives from around the Bay and including the Middle Peninsula.

**Government Finance Officers Association (GFOA):** The Government Finance Officers Association (GFOA), founded in 1906, represents public finance officials throughout the United States and Canada. The association's more than 20,000 members are federal, state/provincial, and local finance officials deeply involved in planning, financing, and implementing thousands of governmental operations in each of their jurisdictions. GFOA's mission is to advance excellence in public finance. (MPPDC Staff 9 years). No longer a member of this organization.

**Virginia Government Finance Officers Association VGFOA:** The Virginia Municipal Finance Officers' Association was organized on January 12, 1968. The name of the organization was changed to The Virginia Government Finance Officers Association on October 5, 1984. The VGFOA provides educational opportunities to members through the VGFOA Certification Program, provides networking and educational opportunities through two annual conferences, provides legislative updates and updates from standard-setting bodies such as GASB, OMB, etc (MPPDC Staff 15+ years and Certified)

**National Grants Management Association (NGMA):** NGMA provides national and international leadership, helping its members achieve success in the grants management community through the advocacy of best practices and the promotion of professional excellence. (MPPDC Staff 3 months)

# Opportunities Identified to Implement Commission Priorities

## Proposals Status for Grant Applications Submitted

### FY2025

| Service Center   | Project Title and Description                                   | Date Applied | Funding Requested   | Status    |
|--|---|--------------|---|-----------|
| MPCBPAA  | NERRS BIL West Point Airport Property Acquisition LOI (Try #2)  | Jul. 2024    | \$797,000   | Submitted |
| MPCBPAA  | NOAA BIL West Point Airport Property Acquisition LOI (Try #2)   | Jul. 2024    | \$797,000   | Submitted |
| Local/Reg  | NOAA BIL Middlesex Co. Bushy Park Farm Acquisition LOI (Try #2) | Jul. 2024    | \$5,971,248   | Submitted |
| <b>FY 2025 Awarded Total (July 2024)</b>                       |   |              | <b>\$0</b><br>(0 awards)                                    |           |
| <b>FY 2025 Requested Total (July 2024)</b>                     |   |              | <b>\$7,565,248</b><br>(3 proposals submitted)               |           |
| <b>FY 2025 Funding Request Remaining Award Potential Total</b> |   |              | <b>\$7,565,248</b><br>(3 proposals awaiting award decision) |           |

### Status of Pending Applications Submitted during FY2024

| Service Center | Project Title and Description  | Date Applied | Funding Requested | Status      |
|----------------|--|--------------|-------------------|-------------|
| Housing        | VA Housing – PAA Capt. Sinclairs Housing Innovation Planning                   | Jun. 2024    | \$50,000          | Submitted   |
| MPCBPAA        | VA General Assembly - Municipal Dredging Operations                            | Jun. 2024    | \$7,500,000       | Awarded     |
| Local/Reg      | DOD REPI West Point Airport Acquisition  | May 2024     | \$697,000         | Submitted   |
| Transportation | VDOT Rural Transportation Planning FY25  | Apr. 2024    | \$72,500          | Awarded     |
| Emerg. Mgmt.   | Congressionally Directed Spending - Emergency Generators                       | Apr. 2024    | \$942,574         | Submitted   |
| Local/Reg      | Congressionally Directed Spending - Parametric Tide Gauges                     | Apr. 2024    | \$801,585         | Submitted   |
| Environmental  | Congressionally Directed Spending - Municipal Dredge                           | Apr. 2024    | \$4,085,500       | Not Awarded |
| Environmental  | NFWF SWG – Sinclairs West Living Shoreline Construction                        | Apr. 2024    | \$999,953         | Submitted   |
| Environmental  | DEQ Ches. Bay WIP Technical Assistance FY25                                    | Mar. 2024    | \$72,500          | Submitted   |
| Transportation | VDRPT Commuter Assistance Program Operating FY25                               | Feb. 2024    | \$84,680          | Awarded     |
| Environmental  | Mathews Community Foundation Gwynns Island Septic Repair                       | Feb. 2024    | \$10,000          | Awarded     |
| Environmental  | NFWF INSR – Sinclairs West Living Shoreline Construction                       | Feb. 2024    | \$1,039,910       | Not Awarded |
| Local/Reg      | VCZMP Pub Financing Strategies for Coastal Resilience/Dredging Projects        | Feb. 2024    | \$50,000          | Submitted   |
| Environmental  | VCZMP VA Water Trails Program Enhancements                                     | Feb. 2024    | \$30,049          | Submitted   |
| Environmental  | VCZMP Coastal Program Tech. Asst. FY2024                                       | Feb. 2024    | \$129,000         | Submitted   |
| Transportation | VPA Timberneck Creek Dredging Project  | Feb. 2024    | \$4,000,000       | Not Awarded |
| Environmental  | VPA MidPen/E. Shore Dredge Material Management Initiative                      | Feb. 2024    | \$3,048,500       | Awarded     |
| MPCBPAA        | VOF Get Outdoors Capt. Sinclairs ADA Accessibility Plan preapplication         | Feb. 2024    | \$25,000          | Not Awarded |
| Local/Reg      | VOF Get Outdoors Bushy Park Farm Master Plan preapplication                    | Feb. 2024    | \$25,000          | Not Awarded |
| Environmental  | GO VA – VA Sea Grant Resilience Economy (Amendment #2)                         | Jan. 2024    | \$43,750          | Awarded     |
| Environmental  | NOAA Marine Debris Removal Pilot   | Jan. 2024    | \$10,000          | Awarded     |
| Environmental  | FEMA BRIC– Essex Coleman Island Rd. Flooding Study                             | Jan. 2024    | \$100,000         | Submitted   |
| Environmental  | DEQ – IJJA Shoreline BMP Construction  | Dec. 2023    | \$1,800,170       | Awarded     |
| Environmental  | DCR Resilient VA Revolving Fund - MPPDC Resilience Loan Funding Program launch | Dec. 2023    | \$500,000         | Submitted   |
| Environmental  | FEMA BRIC - VA low water state project scoping                                 | Nov. 2023    | \$150,000         | Submitted   |
| Environmental  | NOAA Transformational Hab. Rest. & Coastal Resilience FTF Capacity Building    | Nov. 2023    | \$2,097,581       | Submitted   |
| Environmental  | DCR CFPF Middlesex Bushy Park Shoreline Design & Phase 1 Construction          | Nov. 2023    | \$1,000,000       | Not Awarded |
| Environmental  | DCR CFPF Mathews Haven Beach Breakwaters Construction                          | Nov. 2023    | \$1,134,897       | Not Awarded |
| Environmental  | DCR CFPF Aberdeen Creek Dredge Material Spit Reconstruction                    | Nov. 2023    | \$1,742,637       | Awarded     |
| Environmental  | DCR CFPF Gloucester Point Beach Living Shoreline Construction                  | Nov. 2023    | \$2,622,466       | Not Awarded |
| Environmental  | DCR CFPF Fight the Flood Parametric and Flood Insurance                        | Nov. 2023    | \$1,000,000       | Not Awarded |

# Opportunities Identified to Implement Commission Priorities

## Proposals Status for Grant Applications Submitted

### FY2025

| Service Center   | Project Title and Description  | Date Applied | Funding Requested                                | Status      |
|--|--|--------------|--|-------------|
| Environmental  | DCR CFPF Fight the Flood Marketing and Staffing Capacity   | Nov. 2023    | \$362,566  | Awarded     |
| Local/Reg  | US EDA Technical Assistance 2024   | Nov. 2023    | \$70,000   | Not Awarded |
| Local/Reg  | DHCD Industrial Revitalization Fund – Captain Sinclairs Building Improvements (resubmittal)  | Oct. 2023    | \$999,178  | Not Awarded |
| Environmental  | DEQ 319(h) Septic Repair – Mod 2   | Oct. 2023    | \$95,340   | Awarded     |
| Environmental  | DEQ 319(h) Septic Repair – Mod 3   | Oct. 2023    | \$36,902   | Awarded     |
| MPCBPAA  | FEMA Public Asst. Sinclairs Pool House Elevation preapplication  | Oct. 2023    | \$164,580  | Submitted   |
| MPCBPAA  | Captain Sinclairs ADA Accessibility Plan (2nd Submittal)   | Oct. 2023    | \$54,650   | Not Awarded |
| MPCBPAA  | NPS VA Water Trails Experiential Upgrades for Website (2nd Submittal)  | Oct. 2023    | \$52,415   | Not Awarded |
| Local/Reg  | VCZMP New Point Comfort Natural Area Preserve Overlook Rehab   | Sep. 2023    | \$183,952  | Awarded     |
| Environmental  | DEQ Ches. Bay WIP – Elrod Property Shoreline Construction  | Sep. 2023    | \$225,225  | Not Awarded |
| Environmental  | DEQ Ches. Bay WIP – Abassi Property Shoreline Construction   | Sep. 2023    | \$115,830  | Not Awarded |
| Environmental  | DEQ Ches. Bay WIP – Buckhalter Property Shoreline Construction   | Sep. 2023    | \$351,063  | Not Awarded |
| Environmental  | DEQ Ches. Bay WIP – Hostenske Property Shoreline Construction  | Sep. 2023    | \$193,050  | Not Awarded |
| Environmental  | DEQ Ches. Bay WIP – Breeden Property Shoreline Construction  | Sep. 2023    | \$107,250  | Not Awarded |
| Environmental  | DEQ Ches. Bay WIP – Grubbs Property Shoreline Construction   | Sep. 2023    | \$150,000  | Not Awarded |
| Environmental  | DEQ Ches. Bay WIP – Robens Property Shoreline Construction   | Sep. 2023    | \$390,383  | Not Awarded |
| Environmental  | DEQ Ches. Bay WIP – Harvey Property Shoreline Construction   | Sep. 2023    | \$116,654  | Not Awarded |
| Environmental  | DEQ Ches. Bay WIP – Parker Property Shoreline Construction   | Sep. 2023    | \$81,023   | Not Awarded |
| Environmental  | DEQ Ches. Bay WIP – Hodges Property Shoreline Construction   | Sep. 2023    | \$134,356  | Not Awarded |
| Environmental  | DEQ Ches. Bay WIP – Case Property Shoreline Construction   | Sep. 2023    | \$175,318  | Not Awarded |
| Environmental  | DEQ Ches. Bay WIP – New Point Comfort Natural Area Preserve Shoreline Construction   | Sep. 2023    | \$637,000  | Not Awarded |
| Environmental  | DEQ Ches. Bay WIP – Cpt Sinclair Recr. Area West Shoreline Construction  | Sep. 2023    | \$880,000  | Not Awarded |
| Environmental  | DEQ Ches. Bay WIP – Hogg Island Phase 3 Shoreline Construction   | Sep. 2023    | \$330,000  | Not Awarded |
| MPCBPAA  | VTC Marketing Leveraging – Pier Pressure Campaign  | Sep. 2023    | \$17,450   | Awarded     |
| Local/Reg.   | DHCD Regional Coop. Act Technical Assistance FY24  | Sep. 2023    | \$114,971  | Awarded     |
| Environmental  | DEQ Ches. Bay WIP Technical Assistance 2024  | Sep. 2023    | \$72,500   | Awarded     |
| Local/Reg  | Southeast Crescent Regional Commission Technical Assistance 2024   | Sep. 2023    | \$24,000   | Awarded     |
| Environmental  | NOAA Climate Resilience Challenge – VA Tech Rural Resilience Letter of Intent  | Aug. 2023    | \$1,802,000                                      | Submitted   |
| Environmental  | NOAA Climate Resilience Challenge Letter of Intent – VA Sea Grant Resilience Industry Development  | Aug. 2023    | \$25,000,000                                     | Not Awarded |
| Environmental  | NOAA Climate Resilience Challenge Letter of Intent – VIMS Resilience Projects (including Gloucester Point Beach, PAA Sites)              | Aug. 2023    | \$15,881,200                                     | Submitted   |
| Local/Reg  | DCR VLCF Middlesex Bushy Park Farm Acquisition   | Aug. 2023    | \$2,448,255                                      | Awarded     |
| Environmental  | NOAA BIL Hab. Restor. Planning: VMRC Extreme Creek Makeover LOI  | Jul. 2023    | \$650,000  | Not Awarded |
| Environmental  | NOAA BIL Habitat Restoration: New Point Comfort NAP Shoreline, Hog Island Shoreline, Haven Beach Shoreline & Captain Sinclairs Shoreline | Jul. 2023    | \$4,300,000                                      | Not Awarded |
| MPCBPAA  | NERRS BIL West Point Airport Property Acquisition LOI  | Jul. 2023    | \$787,000  | Not Awarded |
| MPCBPAA  | NOAA BIL West Point Airport Property Acquisition LOI   | Jul. 2023    | \$787,000  | Not Awarded |
| Local/Reg  | NERRS BIL Middlesex Co. Bushy Park Farm Acquisition LOI  | Jul. 2023    | \$5,971,248                                      | Not Awarded |
| Local/Reg  | NOAA BIL Middlesex Co. Bushy Park Farm Acquisition LOI   | Jul. 2023    | \$5,971,248                                      | Not Awarded |
| Local/Reg  | Boating Infrastructure Grant – Urbanna Marina Floating Docks   | Jul. 2023    | \$159,550  | Not Awarded |
| MPCBPAA  | Captain Sinclairs Stormwater BMPs  | Jul. 2023    | \$10,000   | Not Awarded |
| <b>FY 2024 Awarded Total (July 2023 – June 2024)</b>   |  |              | <b>\$17,668,173</b><br>(18 awards)               |             |
| <b>FY 2024 Requested Total (July 2023 – June 2024)</b> |  |              | <b>\$105,764,809</b><br>(70 proposals submitted) |             |

**Opportunities Identified to Implement Commission Priorities**  
*Proposals Status for Grant Applications Submitted*  
**FY2025**

| Service Center  | Project Title and Description                  | Date Applied | Funding Requested   | Status                                 |
|---|--|--------------|---------------------|--|
| <b>FY 2024 Funding Request Remaining Award Potential Total</b>  |  |              | <b>\$24,353,451</b> | (16 proposals awaiting award decision) |
| <b><i>Status of Pending Applications Submitted during FY2023</i></b>                                  |  |              |                     |  |
| Service Center  | Project Title and Description                  | Date Applied | Funding Requested   | Status                                 |
| Haz. Mitigation   | FEMA HMGP – All Hazards Mitigation Plan Update | Jun. 2023    | \$148,143           | Submitted                              |
| <b>FY 2023 Awarded Total (July 2022 – June 2023)</b>  |  |              | <b>\$6,517,152</b>  | (24 awards)                            |
| <b>FY 2023 Funding Request Remaining Award Potential Total</b>  |  |              | <b>\$148,143</b>    | (1 proposal awaiting award decision)   |
| <b>FY 2023 &amp; FY 2024 &amp; FY 2025 Cumulative Funding Request Remaining Award Potential Total</b> |  |              | <b>\$32,066,842</b> | (20 proposals awaiting award decision) |



## ACRONYMS

|          |   |        |   |
|----------|---|--------|---|
| ACH      | Automated Clearing House  | OLGA   | Online Grant Administration                           |
| AFID     | Agricultural and Forestry Industries Development                | PAA    | Public Access Authority                               |
| AHMP     | All Hazards Mitigation Plan                                     | RBOG   | Rural Business Opportunity Grant                      |
| BCC      | Building Collaborative Communities Project                      | RFP    | Request for Proposal                                  |
| BOS      | Board of Supervisors  | RFQ    | Request for Qualifications                            |
| CBPA     | Chesapeake Bay Preservation Area                                | RLF    | Revolving Loan Fund                                   |
| CDBG     | Community Development Block Grant                               | RTP    | Rural Transportation Planning                         |
| CEDS     | Comprehensive Economic Development Strategy                     | SERCAP | Southeast Rural Community Assistance Project          |
| CIP      | Capital Improvement Plan  | SHSG   | State Homeland Security Grant                         |
| COI      | Conflict of Interest  | SWCD   | Soil and Water Conservation District                  |
| CZMP     | Coastal Zone Management Program                                 | SWM    | Storm Water Management                                |
| DEQ      | Department of Environmental Quality                             | SWRP   | State Water Resource Plan                             |
| DCR      | Department of Conservation & Recreation                         | THIRA  | Threat & Hazard Identification & Risk Assessment      |
| DGIF     | Department of Game and Inland Fisheries                         | TMDL   | Total Maximum Daily Loads                             |
| DHR      | Department of Historic Resources                                | USACE  | U.S. Army Corps of Engineers                          |
| DHCD     | Department of Housing and Community Development                 | USDA   | U.S. Department of Agriculture                        |
| DMME     | Department of Mines Minerals and Energy                         | USFWS  | U.S. Fish and Wildlife Service                        |
| DOE      | Department of Energy  | VACORP | Virginia Association of Counties Risk Pool            |
| DRPT     | Department of Rail and Public Transportation                    | VAPA   | Virginia Planning Association                         |
| EDA      | Economic Development Administration                             | VAPDC  | Virginia Association of Planning District Commissions |
| EDO      | Economic Development Organization                               | VASG   | Virginia Sea Grant                                    |
| EECBG    | Energy Efficiency and Conservation Block Grant                  | VCP    | Virginia Coastal Program                              |
| EOC      | Emergency Operation Center                                      | VCRMP  | Virginia Coastal Resilience Master Plan               |
| EPA      | Environmental Protection Agency                                 | VCWRLF | Virginia Clean Water Revolving Loan Fund              |
| FEMA     | Federal Emergency Management Agency                             | VCZMP  | Virginia Coastal Zone Management Program              |
| Fracking | Hydraulic Fracturing  | VDEM   | Virginia Department of Emergency Management           |
| GIS      | Geographic Information System                                   | VDH    | Virginia Department of Health                         |
| HRPDC    | Hampton Roads Planning District Commission                      | VDOT   | Virginia Department of Transportation                 |
| LGA      | Local Government Administrators                                 | VEE    | Virginia Environmental Endowment                      |
| LPT      | Local Planning Team   | VIMS   | Virginia Institute of Marine Science                  |
| LSIP     | Living Shoreline Incentive Program                              | VLCF   | Virginia Land Conservation Fund                       |
| MOU      | Memorandum of Understanding                                     | VMRC   | Virginia Marine Resource Commission                   |
| MPA      | Middle Peninsula Alliance                                       | VOAD   | Volunteer Organization Active in Disasters            |
| MPBA     | Middle Peninsula Broadband Authority                            | VOP    | Virginia Outdoors Plan                                |
| MPCBPAA  | Middle Peninsula Chesapeake Bay Public Access Authority         | VRA    | Virginia Resources Authority                          |
| MPEDRO   | Middle Peninsula Economic Development and Resource Organization | VSMP   | Virginia Stormwater Management Program                |
| NIMS     | National Incident Management System                             | VTA    | Virginia Tourism Association                          |
| NFWF     | National Fish and Wildlife Foundation                           | VTC    | Virginia Tourism Corporation                          |
| NOAA     | National Oceanic and Atmospheric Administration                 | VWP    | Virginia Water Protection                             |
| NPS      | National Park Services  | VWWR   | Virginia Water Withdrawal Reporting                   |
| OCVA     | Oyster Company of Virginia                                      | WIP    | Watershed Implementation Plan                         |
| OIPI     | VA Office of Intermodal Planning and Investment                 | WQIF   | Water Quality Improvement Fund                        |

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## MIDDLE PENINSULA PLANNING DISTRICT COMMISSION INDIRECT COST ALLOCATION PLAN FY2024 – 2025

According to 2CFR Part 200.1, indirect costs or otherwise indirect F&A costs are defined as:

“§200.56 Indirect (facilities and administrative (F&A)) costs:

Indirect (F&A) costs means those costs incurred for a common or joint purpose benefiting more than one cost objective, and not readily assignable to the cost objectives specifically benefitted, without effort disproportionate to the results achieved. To facilitate equitable distribution of indirect expenses to the cost objectives served. It may be necessary to establish several pools of indirect (F&A) costs. Indirect F&A cost pools should be distributed to benefitted cost objectives on bases that will produce an equitable result in consideration of relative benefits derived.”

This FY2024-2025 Indirect Cost Allocation Plan is based on the final approved budget adopted by the Commission on Wednesday, June 26, 2024. This Plan enables the Commission to charge funding sources for indirect costs, and is an aid used in preparing future funding requests. Allowable costs include the following:

- Personnel (salaries and fringe benefits)
- Facility Expenses
- Supplies
- Professional Development
- Travel Expenses
- Certain Consultant/Contractual Fee Expenses
- Postage
- Printing/Duplicating

Indirect costs associated with operating the Middle Peninsula Planning District Commission offices are shared by all projects in the Commission’s work program and charged as incurred. The direct charges associated with the various programs are charged directly to the appropriate project.

Attached is the Statement of Indirect Costs and the calculation for the FY25 Indirect Cost Allocation rate of **16.41%**. The Statement of Benefit Rate Calculation is a supporting document used to calculate the employee benefit rate of **29.55%** and, ultimately, the indirect cost allocation rate.

**MIDDLE PENINSULA PLANNING DISTRICT COMMISSION  
STATEMENT OF INDIRECT COSTS FY2024 - 2025 BUDGET**

**Indirect Personnel Costs:**

|  |                            |
|--|----------------------------|
| Indirect Salaries:                     | \$110,012.00               |
| Employee Benefit Rate (29.55%):        | <u>\$32,508.55</u>         |
| <b>Total Indirect Personnel Costs:</b> | <b><u>\$142,520.55</u></b> |

**Facility Expense:**

|                                |                           |
|--------------------------------|---------------------------|
| Rental                         | \$28,660.00               |
| Facilities Maintenance         | \$1,200.00                |
| Utilities                      | \$5,000.00                |
| Telephone                      | \$4,500.00                |
| Facility Insurance             | <u>\$132.00</u>           |
| <b>Total Facility Expense:</b> | <b><u>\$39,492.00</u></b> |

**Equipment and Supplies Expense:**

|  |                          |
|--|--------------------------|
| Office Supplies                              | <u>\$5,500.00</u>        |
| <b>Total Equipment and Supplies Expense:</b> | <b><u>\$5,500.00</u></b> |

**Consultant/Contractual Expense:**

|  |                            |
|--|----------------------------|
| Accounting/Auditing                          | \$40,500.00                |
| Legal  | <u>\$79,500.00</u>         |
| <b>Total Consultant/Contractual Expense:</b> | <b><u>\$120,000.00</u></b> |

**Travel Expense:**

|                              |                           |
|------------------------------|---------------------------|
| Vehicle Insurance            | \$514.00                  |
| Travel Other                 | <u>\$15,500.00</u>        |
| <b>Total Travel Expense:</b> | <b><u>\$16,014.00</u></b> |

**Miscellaneous Expense:**

|                                     |                           |
|-------------------------------------|---------------------------|
| Postage                             | \$1,000.00                |
| Printing/Duplicating                | \$2,000.00                |
| IT Costs                            | \$43,800.00               |
| Public Officials Insurance          | \$2,610.00                |
| Dues                                | \$6,500.00                |
| Other                               | <u>\$23,050.00</u>        |
| <b>Total Miscellaneous Expense:</b> | <b><u>\$78,960.00</u></b> |

**TOTAL INDIRECT COSTS: \$402,486.55**



Middle Peninsula Planning District Commission  
FY25 MTDC for IDC Allocation Plan

| Name   | Grant (Funder Share) | Match    | Less Exclusions | MTDC      | Federal Yes/No | Funder      |
|--|----------------------|----------|-----------------|-----------|----------------|-------------|
| CFPF Round 2 - FTF GIS Tool Enhancement  | \$3,117              | \$1,039  | \$0             | \$4,156   | No             |             |
| FEMA BRIC MidPen FTF Scoping   | \$14,060             | \$4,687  | \$0             | \$18,747  | Yes            | FEMA        |
| FEMA Ware Cove Project   | \$190,014            | \$0      | \$185,670       | \$4,344   | Yes            | FEMA        |
| VDH SWAP Well & Septic   | \$103,584            | \$0      | \$68,457        | \$35,127  | Yes            | US TREASURY |
| VDH SWAP D2P Well & Septic (BIG SWAP)  | \$150,450            | \$0      | \$141,604       | \$8,846   | Yes            | US TREASURY |
| CZM Coastal TA FY24  | \$48,375             | \$48,375 | \$0             | \$96,750  | Yes            | NOAA        |
| DEQ WIP3 TA 2025   | \$29,000             | \$7,250  | \$0             | \$36,250  | Yes            | EPA         |
| DCR CFPF Fight the Flood Management  | \$134,280            | \$0      | \$0             | \$134,280 | No             |             |
| NOAA Marine Debris Removal Pilot   | \$5,084              | \$0      | \$0             | \$5,084   | Yes            | NOAA        |
| CZM 309 Broad Creek Financing  | \$47,464             | \$0      | \$0             | \$47,464  | Yes            | NOAA        |
| VPA WMF MP/ES Dredge Material Management Initiative  | \$1,524,250          | \$0      | \$1,126,274     | \$397,977 | No             |             |
| Elevated Septic Pilot  | \$43,909             | \$0      | \$43,056        | \$853     | No             |             |
| CFPF Round 2 - Tappahannock Hoskins Creek Shoreline (Essex Co)   | \$69,920             | \$0      | \$69,920        | \$0       | No             |             |
| CFPF Round 1 - Mill Creek Boat Ramp Design   | \$22,457             | \$0      | \$0             | \$22,457  | No             |             |
| CFPF Round 3 Supplemental - York R. Private Shoreline Construction - Grant Admin for Parker                    | \$8,571              | \$0      | \$0             | \$8,571   | No             |             |
| CFPF Round 3 Supplemental - York R. Private Shoreline Construction - Grant Admin for Hodges                    | \$9,195              | \$0      | \$0             | \$9,195   | No             |             |
| CFPF Round 3 Supplemental - Mobjack Bay: Antioch Rosenwald School Stormwater Project                           | \$80,056             | \$0      | \$80,056        | \$0       | No             |             |
| CFPF Round 3 Supplemental - Mobjack Bay Stormwater Flood Protection - Grant Admin for Antioch Rosenwald School | \$6,862              | \$0      | \$0             | \$6,862   | No             |             |
| FY25 Mathews Gwynns Island Onsite Septic Repair  | \$10,000             | \$0      | \$9,000         | \$1,000   | No             |             |
| PAA - VA Sea Grant GOVA Resilience Economy   | \$43,750             | \$0      | \$0             | \$43,750  | No             |             |
| DEQ 319(h) NPS IP for BMP - Res. Septic  | \$53,017             | \$0      | \$37,199        | \$15,818  | Yes            | EPA         |
| NFWF SWG - Hog Island Phase 1 Construction   | \$52,340             | \$0      | \$0             | \$52,340  | Yes            | NFWF        |
| DEQ ARPA SLPP Septic Repair  | \$629,831            | \$0      | \$580,000       | \$49,831  | Yes            | US TREASURY |
| CZM Coastal TA FY23  | \$25,255             | \$25,255 | \$0             | \$50,510  | Yes            | NOAA        |
| CZM309 WWF Resilience Assessments  | \$33,641             | \$0      | \$0             | \$33,641  | Yes            | NOAA        |
| DEQ WIP4 TA 2024   | \$38,123             | \$0      | \$0             | \$38,123  | Yes            | EPA         |
| DEQ - IJJA Shoreline BMP Construction  | \$1,785,692          | \$0      | \$1,601,530     | \$184,162 | Yes            | EPA         |
| PDC Staff Support for Admin of MPA   | \$0                  | \$0      | \$0             | \$0       | No             |             |
| PDC Staff Supp/Admin of PAA-Sp Assess.   | \$4,200              | \$0      | \$0             | \$4,200   | No             |             |
| Housing Loan Admin - EE&CBG Project  | \$583                | \$0      | \$0             | \$583     | No             |             |



Middle Peninsula Planning District Commission  
FY25 MTDC for IDC Allocation Plan

|  |                    |                                     |                                 |                    |     |       |
|--|--------------------|-------------------------------------|---------------------------------|--------------------|-----|-------|
| Sm Bus Loan Admin  | \$1,860            | \$0                                 | \$0                             | \$1,860            | No  |       |
| Onsite Loan Admin (and 304201 Sm. Septic Repair)                                   | \$7,000            | \$0                                 | \$0                             | \$7,000            | No  |       |
| LSIP Loan Admin  | \$2,300            | \$0                                 | \$0                             | \$2,300            | No  |       |
| Super Loan Admin   | \$9,700            | \$0                                 | \$0                             | \$9,700            | No  |       |
| VHDA Housing Development (Multiple Elements)                                       | \$798,561          | \$0                                 | \$751,753                       | \$46,808           | No  |       |
| FY25 VA Water Trails Website Maintenance   | \$5,628            | \$0                                 | \$0                             | \$5,628            | No  |       |
| GA lobby   | \$71,259           | \$0                                 | \$71,259                        | \$0                | No  |       |
| PAA - VOF GO Trailblazer Initiative  | \$2,280            | \$0                                 | \$0                             | \$2,280            | No  |       |
| Southeast Crescent Reg Comm LDD Cap. Bldg. 2023                                    | \$17,393           | \$0                                 | \$0                             | \$17,393           | Yes | SCRC  |
| CZM Ecotourism Booster   | \$27,221           | \$0                                 | \$0                             | \$27,221           | Yes | NOAA  |
| Local Dues \$35,302 for match plus (\$600 PAA and \$10,179 GA)                     | \$135,113          | \$0                                 | \$135,113                       | \$0                | No  |       |
| Local Dues (for new position/GenFund)  | \$112,000          | \$0                                 | \$112,000                       | \$0                | No  |       |
| DHCD Reg Coop Act - Local TA   | \$114,971          | \$0                                 | \$0                             | \$114,971          | No  |       |
| LGA Grants Program   | \$134,250          | \$0                                 | \$0                             | \$134,250          | No  |       |
| CZM306A New Point Comfort NAP Observation Deck                                     | \$177,584          | \$0                                 | \$164,322                       | \$13,262           | Yes | NOAA  |
| Interest Income (General Fund)   | \$35,000           | \$0                                 | \$0                             | \$35,000           | No  |       |
| CFPF Round 3 Supplemental Davis Creek Dredging                                     | \$523,162          | \$0                                 | \$0                             | \$523,162          | No  |       |
| VPA WMF Davis Creek Dredging   | \$113,102          | \$0                                 | \$36,143                        | \$76,959           | No  |       |
| DRPT CAP Operating FY25  | \$67,745           | \$16,935                            | \$5,000                         | \$79,680           | No  |       |
| VDOT RTP FY25  | \$58,000           | \$14,500                            | \$0                             | \$72,500           | Yes | FHWA  |
| USDOT RAISE WWF Enhancement  | \$1,686,395        | \$0                                 | \$1,583,082                     | \$103,313          | Yes | USDOT |
| PDC/MatCo Service Agreement for FY25 HITW/Haven Beach Implementation               | \$3,000            | \$0                                 | \$0                             | \$3,000            | No  |       |
| PAA - VPA WMF - Aberdeen Dredging  | \$69,615           | \$0                                 | \$23,352                        | \$46,263           | No  |       |
| PDC/MidCo Service Agreement for DCR CFPF Broad Creek Dredging & Jetty Study/Design | \$107,390          | \$0                                 | \$47,311                        | \$60,079           | No  |       |
| CFPF Round 2 Broad Creek Dredging  | \$336,000          | \$0                                 | \$311,000                       | \$25,000           | No  |       |
| CFPF Round 3 Supplemental - Whiting Creek Dredging Design                          | \$70,000           | \$0                                 | \$45,000                        | \$25,000           | No  |       |
| PDC/MidCo Service Agreement for DCR CFPF Whiting Creek Dredging                    | \$66,620           | \$0                                 | \$0                             | \$66,620           | No  |       |
| PDC/MidCo Service Agreement for Broad Creek Spot Dredging                          | \$44,584           | \$0                                 | \$0                             | \$44,584           | No  |       |
|  | <b>\$9,964,813</b> | <b>\$118,041</b>                    | <b>\$7,228,101</b>              | <b>\$2,854,753</b> |     |       |
|  |                    | <b>Indirect Costs: \$ 2,525,826</b> | <b>Indirect Costs \$402,394</b> |                    |     |       |
|  |                    | <b>MTDC:</b>                        | <b>Total MTDC \$2,452,359</b>   |                    |     |       |
|  |                    | <b>FY25 IDC Rate:</b>               | <b>FY25 IDC Rate 16.41%</b>     |                    |     |       |

**MIDDLE PENINSULA PLANNING DISTRICT COMMISSION  
STATEMENT OF BENEFIT RATE CALCULATION FY2024 - 2025 BUDGET**

**Benefits:**

|                                   |                            |
|-----------------------------------|----------------------------|
| Health Insurance                  | \$135,558.00               |
| Retirement                        | \$40,760.00                |
| Worker's Compensation             | \$500.00                   |
| Social Security/Medicare          | \$64,872.00                |
| Life Insurance                    | \$8,124.00                 |
| Unemployment                      | \$785.00                   |
| <b>Total Staff Benefit Costs:</b> | <b><u>\$250,599.00</u></b> |

**Salary Distribution**

| <u>Position</u>                  | <u>Salary</u>              | <u>Indirect<br/>Salary</u> | <u>% Indirect</u> |
|----------------------------------|----------------------------|----------------------------|-------------------|
| Executive Director               | \$176,419.00               | \$49,134.00                | 27.85%            |
| Deputy Director                  | \$99,441.00                | \$0.00                     | 0.00%             |
| Chief Financial Officer          | \$96,563.00                | \$20,010.00                | 20.72%            |
| Special Projects Planner         | \$81,314.00                | \$0.00                     | 0.00%             |
| Planner I                        | \$90,125.00                | \$0.00                     | 0.00%             |
| Executive Assistant              | \$48,840.00                | \$40,866.00                | 83.67%            |
| LGA Grants Program Mgr           | \$70,000.00                | \$0.00                     | 0.00%             |
| CFPF Project Manager             | \$60,000.00                | \$0.00                     | 0.00%             |
| Assistant to Deputy Director     | \$92,500.00                | \$0.00                     | 0.00%             |
| Part Time Salaries (No benefits) | \$32,800.00                | \$0.00                     | 0.00%             |
| <b>Total Salaries:</b>           | <b><u>\$848,002.00</u></b> | <b><u>\$110,010.00</u></b> |                   |

**Basis for Allocation of Employee Benefits:**

|                           |              |
|---------------------------|--------------|
| Total Chargeable Salaries | \$848,002.00 |
|---------------------------|--------------|

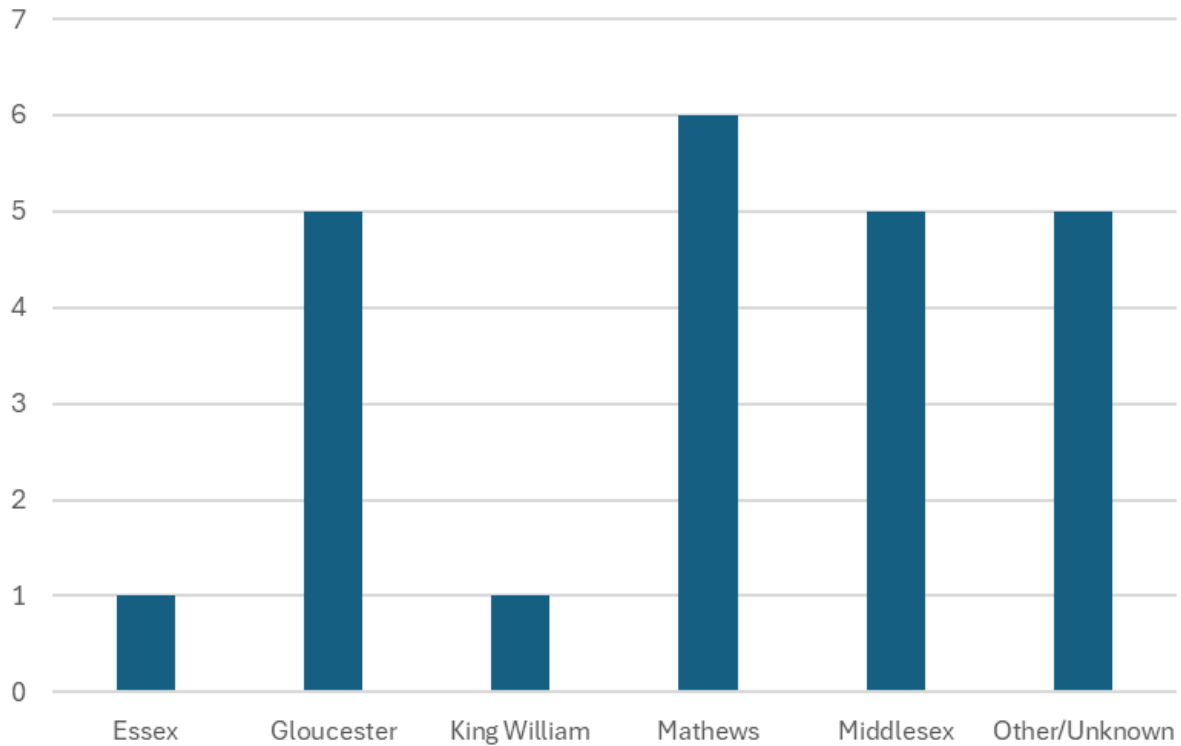
**Calculated Benefit Rate:**

|                                       |                     |
|---------------------------------------|---------------------|
| Total Employee Benefits:              | \$250,599.00        |
| Divided by Total Chargeable Salaries: | <u>\$848,002.00</u> |
| <b>FY25 Fringe Benefit Rate:</b>      | <b>29.55%</b>       |

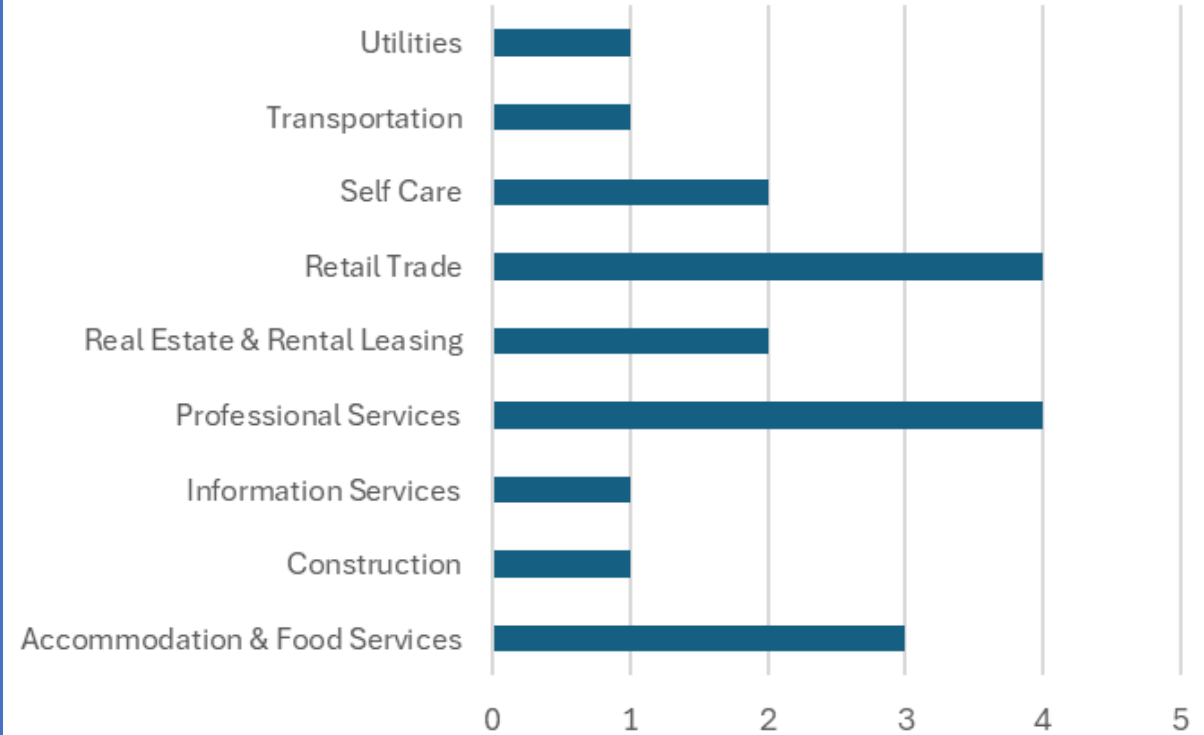
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2024 MPPDC Business Training Course Participation  
by County  
(23 Total)



2024 MPPDC Business Training Course Participation by  
Business Type



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