

ACCOMACK-NORTHAMPTON PLANNING DISTRICT COMMISSION
MINUTES OF THE
January 21, 2020 MEETING
HELD AT THE ENTERPRISE BUILDING
ACCOMAC, VIRGINIA

COMMISSIONERS PRESENT:

| | |
|------------------------|--------------------|
| Robert Crockett | Accomack County |
| Donald L. Hart, Jr. | Accomack County |
| Vanessa Johnson | Accomack County |
| Reneta Major | Accomack County |
| Betsy Mapp | Accomack County |
| Harris Phillips | Accomack County |
| Rickie Ross | Accomack County |
| L. Dickson Leatherbury | Northampton County |
| Rev. Charles J. Kellam | Northampton County |
| David Zamorski | Northampton County |

COMMISSIONERS ABSENT:

| | |
|---------------------|----------------------|
| Gwendolyn F. Turner | Accomack County |
| Vacant | Northampton County |
| Arthur Leonard | Town of Chincoteague |

OTHERS PRESENT:

| | |
|----------------|-------------------|
| Elaine Meil | Sandy Taylor |
| Bobbie Jo Wert | Melissa Matthews |
| Russ Williams | Shannon Alexander |

1. Call to Order

Chairman Kellam called the meeting to order at 7:00 p.m.

2. Invocation

Commissioner Hart offered the Invocation.

3. Minutes of November 18, 2019 Meeting

The minutes of the November 18, 2019 Meeting were presented.

Commissioner Major moved to approve the Minutes of the November 18, 2019 Meeting. Seconded by Commissioner Hart, the motion carried by unanimous vote.

4. Public Participation

No public participation took place at this time.

5. Bills Payable/Financial Statement

The current Bills Payable was presented. The current Financial Statement was also presented.

Commission approval of the Bills Payable and current Financial Statement was requested.

Commissioner Phillips moved to approve the Bills Payable and current Financial Statement as presented. Seconded by Commissioner Major, the motion carried by unanimous vote.

6. December Financial Status Report

The attached report indicates that 47.45 percent of the FY 2020 Budget had been expended while 50 percent of the fiscal year has passed.

Commission acceptance of this report was requested.

Commissioner Crockett moved to accept the Financial Status Report as presented. Seconded by Commissioner Phillips, the motion carried by unanimous vote.

7. FY 2020 Budget Amendments

Adoption of the following budget amendments was requested:

| | | | |
|----|--------|--------------------------|-------------------|
| 1. | 315710 | Fraud Recovery Section 8 | \$ 20,000.00 |
| | | | <u>+10,000.00</u> |
| | | | \$ 30,000.00 |

ITEM 1 represents the amendment to adjust the Fraud Recovery to include addition administrative funds for the fiscal year.

| | | | |
|----|------|--|-------------------|
| 2. | 3585 | DEQ Chesapeake Bay Watershed Implementation Plan | \$ 10,000.00 |
| | | | <u>+26,000.00</u> |
| | | | \$ 36,000.00 |

ITEM 2 represents the amendment to adjust the DEQ Project to include additional administrative funds for the fiscal year.

The net change to the FY 2020 budget is \$36,000.00.

The requested amendments will be reflected on the next financial status report.

Commissioner Crockett moved to adopt the FY 2020 Budget Amendments as requested. Seconded by Commissioner Major, the motion carried by unanimous vote.

8. FY 2020 Budget Requests

At the direction of the Commission in November, the FY 2020 budget requests were submitted to the localities as follows:

| | <u>Accomack</u> | <u>Northampton</u> | <u>Chincoteague</u> | <u>Total</u> |
|-----------------------------------|-----------------|--------------------|---------------------|-----------------|
| FY 2020 Funded | \$70,703 | \$32,518 | \$ 7,000 | \$110,221 |
| FY 2021 Housing Plan Rewrite | \$ 5,000 | \$ 5,000 | | \$ 10,000 |
| FY 2021 Navigable Waterways Comm. | \$ 5,000 | \$ 5,000 | - | \$ 10,000 |
| <u>FY 2021 Greenworks</u> | <u>\$ 5,667</u> | <u>\$ 2,834</u> | <u>-</u> | <u>\$ 8,501</u> |
| Total Request | \$ 86,370 | \$45,352 | \$ 7,000 | \$138,722 |

9. Next Meeting

The following By-Laws Amendment to Article IV, Section 1, Regular Meetings, was approved March 2011:

Regular monthly meetings of the Commission shall be held at 7:00 p.m. on the third Monday of each month, except January, February and December, at a place to be determined by the Commission. The regular January meeting will be held at 7:00 p.m. on the third Tuesday. No regular meetings will be held in February and December. The Commission may change the date and time of any regular meeting at any prior meeting and may adjourn any meeting from time to time or to another place.

Therefore, the next regular meeting is scheduled for Monday, March 16, 2020.

10. Nominating Committee

The following officer terms are up for election effective March 1:

Chairman, Rev. Charles J. Kellam
Vice Chairman, Gwendolyn F. Turner
Executive Committee Member, Donald L. Hart. Jr.

Since Commission By-Laws state that a Nominating Committee of two Accomack Commissioners and one Northampton Commissioner be appointed at the meeting prior to the elections, staff requests that Chairman Kellam appoint the Nominating Committee for elections to be held at the next scheduled meeting.

Having served two terms, the officers were eligible for re-election.

Chairman Kellam appointed Commissioners Crockett, Major and Leatherbury to the Nominating Committee.

11. Contracts

Town of Chincoteague/VHDA Community Impact Market Analysis - Chincoteague Historic Fire House (\$20,000)

This Memorandum of Understanding between A-NPDC and the Town of Chincoteague provides assistance from VHDA through the Town of Chincoteague to complete a resident survey and facilitated session, a Feasibility Study and Preliminary Architecture and Engineering Report. The study will provide a recommended apartment floor plan for the second floor, investigate possible uses for the first floor and generate a cost estimate of redevelopment as well as development and operational pro formas. The Preliminary Architecture and Engineering Report will investigate the major infrastructure and building components and determine the issues as well as possible solutions with cost estimates.

Authorization for the Executive Director to execute the contract was requested.

Town of Parksley/DHCD Community Development Block Grant - Parksley Downtown Revitalization (\$70,000)

The administration agreement for the contract between the Town of Parksley and with DHCD will be ready to be fully executed the first week of February for the 24-month project.

Authorization for the Executive Director to execute the contract was requested.

Accomack County/DHCD Community Development Block Grant - Gospel Temple/Adam's Crossing (\$70,000)

The administration agreement for the contract between Accomack County and with DHCD will be ready to be fully executed the first week of February for the 24-month project.

Authorization for the Executive Director to execute the contract was requested.

Commissioner Major moved to grant authorization for the Executive Director to execute all three contracts listed above. Seconded by Commissioner Crockett, the motion carried by unanimous vote.

12. Grants

Ecotourism Resiliency - Virginia CZM Program Competitive 306 Funding

The project would continue efforts of current project #3553 for an additional three years at a slightly reduced annual funding level that the last three years. Planning staff would be working closely with partners at the Middle Peninsula PDC, Northern Neck PDC, PlanRVA, Virginia Tourism Corporation, and VOT. The full proposal is due in early March 2020.

Authorization for staff to develop and submit a full application was requested.

Chesapeake Bay Innovative Nutrient and Sediment Reduction (INSR) Grants Program

Island of Tangier: modeling, engineering, permit work, implementation of strategically located living breakwaters. The project will be implemented in conjunction with the Institute for Engagement & Negotiation at the University of Virginia and The Nature Conservancy; Virginia Coast Reserve. Pre-proposals are due February 28th, 2020.

Authorization for staff to develop and submit a full application was requested.

DCR Dam Safety and Floodplain Management Grants

Upon request of the Town, the project will be to assist the Town of Tangier with a Community Visioning and Comprehensive Plan Update. The Institute for Engagement & Negotiation at the University of Virginia and The Nature Conservancy Virginia Coast Reserve will partner on the application. Final proposals are due February 28th, 2020.

Authorization for staff to develop and submit a full application was requested.

Commissioner Hart moved to grant authorization for staff to develop full applications for all three grants listed above. Seconded by Commissioner Crockett, the motion carried by unanimous vote.

13. Projects

9970 *Capital Expenditures* Elaine Meil, ext. 116

No activity.

3002 *Special Administrative Cost* Elaine Meil, ext. 116

Invoices are being paid as they are received for items that cannot be directly charged to the programs through the indirect rate. These include items like Commissioner travel, certain Attorney fees and certain staff development items. Arrangements were made for Commissioner Hart to attend the Governor's Summit on Rural Prosperity that will be held on September 23rd and 24th.

3003 *Intergovernmental Coordination and Information* Brenette Hinmon, ext.100

No report.

3010 *Planning Assistance Activities* Elaine Meil, ext. 116

The U.S. Economic Development Administration has contacted staff and indicated they will be visiting A-NPDC. They are currently reviewing the white paper submitted requesting disaster supplemental funds for Northampton County projects.

3016 *Management Assistance Activities* Elaine Meil, ext. 116

Staff attended the Governor's Housing Conference and also the pre-conference workshop on CDBG grant management.

COMMUNITY DEVELOPMENT PROJECTS

3061 *Asset Management* Melissa Matthews, ext 110

All Asset Management files are kept current. Deeds of Trust are recorded as received, and expired Deeds of Trust are released twice a year. Staff works diligently to assure all properties have and maintain homeowner's insurance.

3080 ***Housing Project Development***

Bobbie Jo Wert, ext. 126

Staff continues to assist the Eastern Shore of Virginia Housing Alliance with developing a financial strategy that would provide for the construction of affordable rental units in an area close to Tyson Foods and Parksley. The staff continues to work on several other projects in Northampton County. Staff meeting monthly with advisors.

3764 ***Town of Parksley Downtown Revitalization***

Grayson Williams, ext. 129

This is a DHCD CDBG project. Staff held a Project Management Team Meeting on meeting on October 17 and January 6, the first with DHCD present. Staff met with DHCD for pre-contract punch list review on December 13. Due to staff changes, an extension to the 90 days was requested and granted, pushing pre-contract activities through the end of January, with a contract anticipated the first week of February. Staff attended the January 13 meeting of the Town Council to present about the Facade Improvement Program Committee and request approval of membership and Bylaws, so that Committee is prepared to begin immediately upon DHCD contract execution. The consultant will facilitate a kickoff event March 2, 3, and 5 for branding initiatives and meetings with the 20 local businesses committed to participating in the facade improvement program. Concurrently staff and the consultant will be working on the two signature alleyways connecting the new library with town square and Bandshell Musicians' area in the Town Commons area. The 24-month contract will conclude in January of 2022.

3222 ***Town of Cape Charles Comp Plan Update***

Clara Vaughn, ext. 127

Results from the Cape Charles Comprehensive Plan Update kickoff and future updates can be found online at <https://www.capecharles.org/pview.aspx?id=37896&catid=0>.

3008 ***Wachapreague Hotel Market Study***

Clara Vaughn, ext. 127

Staff continue to coordinate with the Town of Wachapreague and Wachapreague Inn to gather application materials for a USDA Rural Business Development Grant, to be submitted this spring. If funded, this study would examine the market for a hotel expansion and develop conceptual plans to carry sewer lines into Town to service a new hotel and, in the future, other businesses and residences.

Economic Development Committee Activities

The Full EDC met on December 11, where the Committee finalized the 2020 annual priority projects from the Economic Development Plan (EDP). The industry focal area subcommittees will meet in March and April and the full EDC meets again June 10. Staff provides information to legislative staff as requested, according to the results of the September 2019 General Assembly Prioritization meeting. Staff, with support from the Committee, is transitioning the EDP to an online sheet format, so that it will be accessible to Members for review in advance of future meetings.

Staff will attend the Accomack County EDA and the Northampton County JIDA meetings in January and February in order to have the EDC better serve the Counties.

Staff are working with VDACS and other partners to identify funding for a study and recruitment strategy intended to culminate in the development of a new sawmill in the region. Staff are completed a white paper to submit to EDA regarding disaster funding for sewer projects in Northampton and development of an emergency shelter.

PLANNING PROJECTS***300640 Town of Onancock - Northeast Neighborhood Revitalization Project***Bobbie Jo Wert, ext. 126

On behalf of the Town of Onancock, Staff submitted a planning grant in September. The planning grant will identify the needs of the Northeast Neighborhood. Removal of blight, housing rehabilitation, sidewalks, and flooding are some of the major concerns.

Staff received notification from Bill Kerbin, Town Manager, VDHCD issued an Initial Response letter. The Initial Response indicated VDHCD is prepared to offer Planning Grant Assistance for developing this project and have reserved \$4,000 in Planning Grant Funding to reimburse the town for completion of several activities by February 7, 2020. Staff will host the first Management Team meeting on January 16th. The additional events, including Public Meeting and Housing Surveys, are scheduled, and to be completed by the deadline.

3355 USDA Rural Business Development - Agricultural Feasibility StudyClara Vaughn, ext. 127

Consultants completed the *Feasibility Study for Regional Marketplace, Food Hub and Cooperative Marketing Opportunities for Eastern Shore of Virginia Grown and Made Products*. A-NPDC staff have reviewed the document and provided a presentation to the EDC on December 11. Future efforts outlined in the plan are intended to enhance economic opportunities for Eastern Shore agriculture and aquaculture producers and artisans. This project is anticipated to close completely in early 2020.

Staff successfully requested a VDOT feasibility study for rail-to-trail conversion of 49.1 miles of Eastern Shore Railroad corridor being abandoned. A stakeholder kick-off meeting to refine the Scope of Work for the study is scheduled February 5.

VIMS researchers briefed staff on a five-year study to examine the impacts of projected sea-level rise and inundation on transportation infrastructure and connectivity in coastal Virginia. Staff will continue to assist in providing data and feedback on local components of this project. Efforts to complete a study of roadside ditches on the Eastern Shore may be combined with this project. Staff continue to coordinate with Accomack and Northampton Counties and STAR Transit to develop pre-application materials for the upcoming round of SMART SCALE applications, opening in March.

Staff plan to organize a coastal region PDC Transportation Planning Meeting in the spring to coordinate efforts across VDOT districts. Staff plan to host this meeting in conjunction with the spring Coastal PDC Meeting.

The Virginia Department of Environmental Quality (VDEQ) and the A-NPDC executed a grant contract to implement a septic pump-out program to reduce nonpoint source pollution to directly enhance the quality of local waters draining directly to the Chesapeake Bay. All activities will serve areas within the Chesapeake Bay watershed including Accomack County, Northampton County, and all of its Incorporated Towns. Septic pump-outs will be eligible only to owner-occupied residential properties within the Chesapeake Bay watershed whose household's income does not exceed 80% of AMI. The grant will run no later than April 30, 2020. The RFP was advertised in the Eastern Shore Post and the Eastern Shore News in late September. The bid opening occurred on October 11, 2019. Only one provider responded to the RFP, Bundick Well & Septic. Unfortunately, the price of the pump-outs was higher than anticipated. Historically, we paid \$250 for a conventional system pump-out and \$350 for an alternative system. Due to inflation, we predicted a \$50 increase per unit. The bid received was for \$350 per conventional system and \$700 for an alternative septic system. The contract was signed in early December, the 11th. Since the contract signing, twelve applications have been reviewed and processed. Applications have been reviewed. It appears only eight are eligible for pump-out services at this time. Three applicants were not located in the designated area, and three of the eight will receive services with the Eastville BMP grant. The staff has fielded a significant number of phone calls requesting information regarding the program, applications have been mailed.

Staff advertising efforts have yielded twelve applications. An additional direct mailing was sent out last week to twenty potentially eligible families. Efforts will continue to reach out to more families.

355201 DEQ VCZMP 309 Rural Enhancement Authority

Clara Vaughn, ext. 127

A-NPDC and Middle Peninsula PDC staff successfully coordinated the Rural Coastal Virginia Community Enhancement Authority summit July 25, with the intent to launch the Authority to better address shared challenges and opportunities in the A-NPDC, Middle Peninsula PDC, and Northern Neck PDC regions. Kaufman & Canoles, P.C. developed draft by-laws and operating agreements, which representatives intend to distribute to local Boards in early 2020. The final report was submitted to VCZMP October 31.

355202 DEQ VCZMP 309 WWF Master Plan Implementation

Clara Vaughn, ext. 127

A-NPDC with Northern Neck PDC and VCZMP staff completed a StoryMaps and an outreach video highlighting the economic and cultural significance of working waterfronts in Rural Coastal Virginia. Staff is transitioning the responsibility of working with partners to develop a distribution strategy to educate community leaders and the public on the importance of working waterfronts to the Rural Coastal Virginia Alliance and the Ecotourism Steering Committee.

3553 DEQ VCZMP 306 Oyster and Water Trail Collaboration

Jessica Steelman, ext. 114

The Middle Peninsula has compiled relevant assets into an inventory and GoogleMaps, the Northern Neck is working with the newly incorporated nonprofit The Virginia Oyster Trail (previously part of the Artisan Center of Virginia) on refinement of the digital engagement tool for the Virginia Oyster Trail, the A-NPDC staff advertised the 2020 iteration of the Virginia Certified Ecotour Guide course, which began January 14, 2020 with 18 registrants. The Ecotourism Steering Committee for the three rural coastal peninsular regions met on December 4th, will convene a marketing kickoff conference call January 31st, and will meet again in March. The new www.VirginiaWaterTrails.org website and the itinerary tool for the Virginia Oyster Trail are active and online, but will continue to be refined over the next year, with a hard roll out anticipated for spring of 2020. Efforts are being reported at the visitor industries Economic Development Subcommittee and incorporated into the regional economic development plan as well. Staff is working with other Rural Coastal Virginia regions to extend VCZMP support for these efforts an additional three years, through 2023.

The next CAWG meeting will be January 22nd with the purpose of planning a strategic retreat to guide the Group moving forward. The meeting will be followed by a series of presentations on the topic of *Resiliency Funding*.

Staff worked with UVA's RAFT staff to advance all materials necessary for grant application development to support installation of a series of living breakwaters to mitigate daily erosion and enhance coastal habitat at highest priority locations at Tangier. The RAFT efforts concluded with the 2019 calendar year. Staff is looking at funding options for implementation.

Staff continues to serve the Eastern Shore of Virginia Ground Water Committee, the Regional Navigable Waterways Committee, and offer technical assistance to localities in the region. In conjunction with the Waste Watchers Committee, staff has begun efforts on the special project, the Litter Impacts Assessment Report.

Staff attended the Coastal PDC meeting in King George and Fredericksburg in October and will attend the next quarterly in spring of 2020. Staff attended the Coastal Policy Team meeting on September 12th and will attend the next January 15th. Staff met with VCZMP, other Coastal PDCs, and Rear Admiral Ann Phillips, Special Assistant to the Governor for Coastal Adaptation and Protection, on November 18 and the CCRFR Advisory Committee December 17th.

Staff continues to serve as a mentor for VIMS Graduate Student, Justin Shawler, who is researching the seaside barrier islands and working with local communities and stakeholders. Mr. Shawler was selected as a recipient for a VA Sea Grant Graduate Research Fellowship that will take place during 2018-2020. Among the items Mr. Shawler's work will address is the development of a sediment budget for the seaside barrier island system, which is a critical data gap in understanding how the system may evolve into the future.

3571 ***A-N Ground Water Committee Projects***

Jessica Steelman, ext.115

The Ground Water Committee met November 19th and will meet again on January 21. Staff has and continues to reach out to DEQ, the U.S. EPA, our representatives, and private companies to acquire requested data and policy information concerning underground storage tanks, instances of discharge non-compliance, enforcement, importance of use of the unconfined aquifer, etc. Staff continues to work with the Consultant to ensure that the Groundwater Protection and Preservation Plan is updated with new data from the 2018 Water Supply Plans and new information, legislation. Staff negotiated a new contract with the Committee Consultant, which is fully executed. On behalf of the Committee and the Chairman, staff submitted public comment to the VDEQ and to the VDH appropriately. Staff is working with other coastal PDCs and VDH for in providing input to VDH to complete the General Assembly mandates of 2019 HB2322. Staff is working with VDEQ for representation on the advisory committee for SB1599. Staff will be partnering with the ESSWCD to organize and facilitate educational events using their new soil trailer in the spring of 2020.

3573 ***VDH HHWC Site Development***

Shannon Alexander, ext.115

The Virginia Department of Health (VDH) Household Hazardous Waste Collection (HHWC) Site Development project is closed.

3575 ***VDH TA***

Shannon Alexander, ext.115

This Virginia Department of Health Technical Assistance grant will allow staff to continue to provide assistance to the County of Accomack through the spring of 2020 for operation of the Regional Household Hazardous Waste Facility (HHW) at the Painter Convenience Center.

3583 ***GreenWorks***

Jessica Steelman, ext.114

Staff continues to distribute monthly GreenNews E-Newsletter, editions are available via link on the A-NPDC website. The GreenWorks Committee met July 10th and the January meeting was postponed until February. Staff continues to help provide guidance to Waste Watchers with regards to organizational practices and manage the Sponsor-A-Road pilot program, which was extended by one year on 5/23/2019, and may be renewed for an additional one-year term. Staff is facilitating the discussions between Waste Watchers and Keep it Beach Clean of Virginia Beach for outreach materials for public access facilities and on the Straw Free campaign for local restaurants, donations of which have been confirmed with the Virginia Beach Aquarium. Staff continues to serve on the Accomack County Solid Waste Committee, which last met January 8, 2020. Staff continues to collaborate with HRGreen and other coastal PDCs to discuss best programs for influencing behavior and improve recycling options and relevant 2020 General Assembly legislation.

3556/3557 VA Port Authority Dredging Projects

Grayson Williams, ext.129

The VPA awarded both applications for the Waterway Maintenance Fund Grant Program. The projects are for permits, engineering, and all other necessary planning work for dredging and beneficial use projects in the state portion of the Quinby Channel in Accomack County and for Kings Creek in Northampton County. The RFPs were published for each project mid-December and will close January 31st. Contract negotiations will immediately follow and an award made in February. With an expedited timeline, work may be able to be completed by late fall of 2020.

3587 Navigable Waterways Committee

Shannon Alexander, ext.115

The last quarterly Eastern Shore Regional Navigable Waterways Committee was held in Accomac on October 17th. The next meeting will be January 16 in Wachapreague with guest presenters from VIMS and Stantec about the NFWF Cedar Island inland marsh migration engineering project. Staff is working with to develop a list of priority Section 408 regional review project areas with the USACE. On behalf of the Committee, staff sent letters to Senator Lewis and Delegate Bloxom to develop support for increasing the funds available through the Waterway Maintenance Fund (WMF) during the 2020 General Assembly. Staff is working with the Committee to develop applications for each county to the VPA for WMF by the end of January 2020.

3590 VDEQ 319 TMDL Implementation

Shannon Alexander, ext.115

The project will implement septic residential improvement projects within the EPA approved Watershed Implementation Plan for The Gulf, Barlow, Mattawoman, Jacobus and Hungars Creeks on the Bayside in Northampton County. SERCAP has agreed to help cover the VDEQ owner cost-share requirements up to \$13,500 (20% of the construction budget). Planning staff is working closely with Housing staff on this project. Staff is working with ESSWCD to organize an educational event in lieu of the well and septic forum, in order to educate residents about proper maintenance and protection measures for their private well and septic systems. Staff has advertised the program through social media, local news, and direct mailings, but has less than a half dozen eligible applications. Staff has abandoned efforts to expand this project, based on a lack of interest and applications in the community.

Staff participated in the PDC Urban Sector meeting to discuss the Scope of Work and sub-committee groups for the new Technical Assistance grant. Staff updated the A-NPDC WIP webpage and sent to its WIP stakeholder distribution list the EPA evaluation of Virginia's final Phase III WIP. Staff continue to update boards and commissioners on Bay-related issues, including living shorelines and resiliency funding opportunities. Staff participated in a conference call with VDH to discuss HB2322 and the transition of septic pump-out responsibility to the Department of Health.

The Housing Service and Housing Development team continues to provide referral services to families located in priority areas of East Horntown, Wishart's Point, Graysville, Whitesville, Linhaven Circle, and Sanford. Families will be referred to other agencies that may be able to provide alternative housing, well, and septic solutions.

On July 18, 2018, the Accomack County Board of Supervisors voted to support the Bayside Community Revitalization (BCR) Project. A-NPDC Housing Development Team has worked with several residents to determine what programs they are eligible for. The staff continues to work with the BCR Team to collect housing surveys. Most recently staff has sent applications to residents for the Septic Pump-out program.

On June 19, 2019, the Accomack County Board of Supervisors voted to endorse efforts to remedy the failing sewer system in Makemie Park. The Board noted this endorsement may delay the next housing improvement area, East Horntown, by at least one (1) year.

On August 21, 2019, the Accomack County Board of Supervisors adopted a resolution directing the County Administrator to apply for a CDBG Planning Grant. The Planning Grant will provide support to Mary Nottingham Smith Alumni Association in organizing and designing a strategy and project for the school. HD Advisors submitted the application and waiting for approval.

Once, Staff has received all housing survey's from the Bayside Community, the ranking of the Bayside Community and the Mary Nottingham Smith Project will be finalized. Staff will adjust the Accomack County CDBG Priority List accordingly and submit to the Board of Supervisors for approval.

A-NPDC HOUSING PROJECTS

3661 & HUD Housing Counseling Services & VHDA
3662 Housing Counseling & Education

Mary Smolinski, ext.124

Two families submitted a pre-qualification application with VHDA and have put contracts on homes. One client's USDA Certificate of Eligibility expired before she found a home, so a new application was submitted. One client completed the VHDA Credit Improvement Program that resulted in a positive impact on her household finances and her credit score. Reporting to VHDA is complete for the program. One client returned a permanent loan modification to his lender and can remain in his home.

Homeownership calls and appointments have increased slightly, though activity is light during the holiday season. Foreclosure Intervention activity continues to decrease.

300660 Makemie Park Project

Bobbie Jo Wert, ext. 126

Virginia Department of Health (VDH) staff completed an on-site sanitary survey of Makemie Park on Thursday, July 25th. The objective is to determine if an alternative sewage system would fit on each property. A-NPDC Staff met with VDH on August 26th. After long deliberation, all parties involved felt a phased approach would be the best method to remedy the failed systems.

The Accomack County Board of Supervisors voted to endorse the proposed plan to apply for the Community Development Block Grant (CDBG) Urgent Needs Fund (UNF) with the Virginia Department of Housing and Community Development (VDHCD).

On October 23, 2019, the State Health Commissioner of the VDH issued an Emergency Order Declaring Danger to Public Health to the Makemie Park Association (Association). The Association owns the community onsite sewage system. According to the notice, "Ownership is in violation of the Regulation at 12VAC-5-610-80 (Sewerage Systems and/Or Treatment Works Required.) and 12VAC5-610-350 (Failure of a Sewage Disposal System.) as the onsite sewage system serving the Property failed and is discharging untreated sewage onto the land and into the waters of the Commonwealth. The failure of the onsite sewage system and the discharge of untreated sewage onto the land and into the waters of the Commonwealth poses an imminent danger to the public health."

A-NPDC Staff and Eastern Shore VDH members held a community meeting on Monday, October 28, 2019, for the residence of Makemie Park. The Association board members assisted with the collection of Housing Surveys. Staff submitted a CDBG UNF application on October 31, 2019.

The application is still "Pending" in the CAMS System. We anticipate VDHCD Staff will review the application in the near future.

During the Metompkin Neighborhood Comprehensive CDBG, Finney Drive and Savage Drive were improved to VDOT approved specifications. Unfortunately, the resolution required to include Finney Drive and Savage Drive into the secondary system of roads for maintenance by VDOT was not adopted upon their completion in 2011. VDOT did release the bond in April of 2012. Unfortunately, documents have been purged over the years that would quickly prove the roads were constructed correctly, and no utilities lie within the easement. Due to the lapse in time, per VDOT, a three-core sample of existing pavement services must be performed in the presence of a VDOT inspector. The VDOT inspector will develop a punch list of items within the right of way that will need to be addressed. Once all identified repairs are addressed, with the appropriate resolution passing the Board of Supervisors, VDOT staff will prepare a document assembly for submission to the Secondary Roads Division and subsequent action by the Commissioner.

Staff is working with the Metompkin CDBG Management Team to identify a meeting date and time. There are sufficient Program Income funds to hire appropriate contractors to complete the three-core sampling and remove existing vegetation in the roadside ditches for VDOT inspection.

All nine residents have relocated out of the units by the end of November. Several families were able to qualify for services under the Virginia Homeless Solutions Grant.

The Initial Option Agreement expired on December 31, 2019. Staff worked with the property owner and the attorney to craft an extension. The property owner was not interested in extending the Option Agreement beyond January 31, 2020. The Amended Option was executed at the end of December.

Staff procured the AOSE and work began late December. Unfortunately, the soils will not support a traditional conventional system. Soils on one of the lots will support a "Treatment level 2 effluent" (TL-2), while the other three will require "Treatment level 3 effluent" (TL-3). TL-3 designs are required to be approved by an engineer. Once the engineer approves, we will receive the Virginia Department of Health District Certification Letters. The engineer has assured me the final survey will be available on January 21st. Staff will meet with the Town of Exmore on January 22nd to review and approve the survey.

Staff is working with our attorney and the property owner to determine the date for closing. Immediately following, staff will apply for the demolition permits with the Town of Exmore and begin the procurement process for the demolition of the nine units.

Community Partners of the Eastern Shore (CPES) general membership met on January 8th. The primary focus of the meeting was planning for the upcoming calendar year and supporting the January 22, 2020 Point-In-Time Homeless Count. CPES Homeless Management Information System (HMIS) Committee is responsible for the Point-In-Time count, and they held the training for the count on January 14th. DHCD released the survey questionnaire on December 27th. CPES Public Relations & Resource Assistance Committee met on January 6th, at which time they reviewed the updating and enhancement of their website.

3760 ***Gospel Temple/Adams Crossing Neighborhood
Revitalization CDBG***

Bobbie Jo Wert, ext.
126

On August 26, 2019, Governor Ralph Northam announced Accomack County would receive \$700,000 in Community Development Block Grant (CDBG) funds for the Gospel Temple/Adams Crossing Neighborhood (GT/ACN). Contract negotiation with the Virginia Department of Housing and Community Development (VDHCD) was held on Friday, September 13, 2019. VDHCD provided a list of pre-contract activities required to be completed within 90-days. Those items include; however, not limited to, finalizing the Environmental Review Report (ERR), publishing the Finding Of No Significant Impact/Notice Of Intent To Request Release Of Funds (FONSI/NOITRROF), developing the Program Management Plan and Program Design, creating a GT/ACN Housing Rehab Board (HRB), and adopting a myriad of other documents. On November 20, 2019, and December 18, 2019, the Accomack County Board of Supervisors approved all documents as presented by Mike Mason, County Administrator. Mike Mason and C. Reneta Major, Chair were appointed to the GT/ACN HRB. The Community Representative has not been appointed at this time. The staff is seeking volunteers within or in close proximity to the neighborhood to volunteer as the Community Representative on the GT/ACN HRB.

The GT/ACN Management Team met with two VDHCD Community Representative on December 13, 2019. Staff met all requirements per the pre-contract agreement. The next GT/ACN Management Team meeting is scheduled for Monday, January 27, 2020, at the A-NPDC office.

The staff has recently modified the Administrative Budget and Program Design per VDHCD requirements. Once approved, Accomack County will receive notification of approval by the end of the month.

2019 Applications

The Virginia Department of Emergency Management has announced the Hazard Mitigation Grant Program (HMGP), which will reduce the long-term risks to individuals and property. These funds will be available for the Commonwealth through the Federal Emergency Management Agency (FEMA) as a result of two Presidential Disasters from damages associated with Hurricane Florence and Tropical Storm Michael.

The staff has no additional information, at this time, on the Accomack County 2019 HMGP application.

**3823 *Accomack County VA HMGP 4291-VA-009
Elevation Project***

Bobbie Jo Wert, ext. 126

The Federal Emergency Management Agency (FEMA) has approved the Accomack County Hazard Mitigation Grant Program (HMGP), Disaster 4291, Hurricane Matthew application. The Scope of Work includes nine elevations and one acquisition project. The total grant award from VDEM is \$1,510,062. FEMA will provide \$1,132,547. VDEM will provide \$302,012. A sub-grantee 5% match (\$75,503) is required.

Staff is working to resolve a clerical error in the Grant Agreement, once resolved, we will recommend Accomack County to execute the agreement. Once executed, VDEM will schedule an Implementation meeting. We anticipate the meeting to occur before February 18th.

14. Executive Directors Report

Strategic Housing Plan Applications

An opportunity to apply for funds to complete the Strategic Housing Plan is available. Staff can prepare two strategic housing plan applications to the Virginia Department of Housing and Community Development for \$60,000 and the Virginia Housing Development Authority for \$40,000. If these funds are made available, staff would then write a letter to each county adjusting the annual budget request amount to remove the county funds requested for the plan.

Authorization to prepare the application and discretionary authority for the Executive Director to withdraw the county funds request for the housing plan was requested.

Commissioner Hart moved to grant authorization to prepare the application and discretionary authority for the Executive Director to withdraw the county funds request for the housing plan. Seconded by Commisisoner Major, the motion carried by unanimous vote.

Eastern Shore of Virginia Broadband Authority - Board Membership Update

A short presentation is attached.

Legislative Efforts on Regional Priorities Update

Staff is providing an update on the first two years of producing regional legislative priorities. After the 2020 General Assembly, the Commission will evaluate the level of success and whether or not to continue coordinating the process and producing the priorities.

Successful

Incentivizing Columbia Aquifer Use Over Yorktown-Eastover Use Legislative Enacted in the 2019 General Assembly

Accomack County requested this in the 2019 legislative priorities.

Senator Lewis carried legislation that passed both houses and the Governor to incentive Columbia Aquifer groundwater use over Yorktown-Eastover. The Department of Environmental Quality has advertised the Notice of Intended Regulatory Action that will put the legislation into effect. The Eastern Shore of Virginia Ground Water Committee has provided comments on recommended regulatory changes to the Department.

Attempted

2019

Address Regulatory Barriers to Expansion of Broadband

Accomack County requested this in the 2019 legislative priorities. Delegate Bloxom proposed budget language changes that would allow the Eastern Shore of Virginia Broadband Authority apply as the provider of end user telecommunications services for the Virginia Telecommunications Initiative funds. This is strongly opposed by the cable companies. The language passed the house. Senator Lewis attempted to assist but the language did not pass the Senate. Senator Lewis' office has indicated they will be working on this issue again in the 2020 legislative session.

Revolving Loan Fund for Public Buildings and Infrastructure

A-NPDC requested a \$30 million revolving loan fund to build the entire remaining broadband network and use the loan proceeds to loan funds at reduced rates to build public buildings with extended planned lifetimes (100 year planning horizons). Delegate Bloxom attempted to determine whether a revolving loan of reduced fund could be established and found it was not feasible.

2020

Governor's Budget - Community Centers in Accomack and Northampton

Governor Northam has included a total of \$3 million in his proposed budget to build or rehabilitate a community center in each county. The language is included below. Northampton County requested funds for a community center that could also be used as an emergency shelter in the 2019 legislative priorities.

"N. Out of the amounts in this Item, \$1,000,000 the first year and \$2,000,000 the second year from the general fund shall be used for planning and capital campaign efforts to assist in securing federal, local, and private funding to build,

rehabilitate, or repurpose one community center in both Accomack County and Northampton County. The department shall award the funding competitively with preference to local government applications that assist with matching federal grant applications.” -Governor’s Proposed Budget

Alternative Septic Study - House Joint Resolution No. 106

A-NPDC requested this in the 2020 legislative priorities.

Delegate Bloxom has requested a joint resolution that requests the Virginia Department of Health study alternative onsite septic systems.

Regional Wastewater Treatment & Force Main Transmission

This has been a legislative priority of Accomack and Northampton in both the 2019 and 2020 legislative priorities. The Town of Chincoteague also included it in the 2020 legislative priorities.

Legislative efforts are underway.

Teacher Salary Competitiveness with Maryland

Accomack County requested this in 2019 and 2020 legislative priorities. Northampton County joined the request in 2020. Delegate Bloxom and Senator Lewis indicated this would not be successful at the General Assembly and recommended having the Governor include this in his proposed budget. Both counties and both school boards joined in writing the Governor a joint letter of request. Senator Lewis has arranged for both localities to speak on the cost to complete legislation and is presenting a budget amendment for consideration.

Not Attempted

2019

Breakwaters at Cape Charles Beach

Northampton County requested this in the 2019 legislative priorities. No known legislative action attempted.

2020

U.S. Route 175 Improvements

Accomack County and the Town of Chincoteague requested this in 2020 legislative priorities. Delegate Bloxom indicated this would not be successful at the General Assembly and it needed to be addressed by the Virginia Department of Transportation. VDOT is currently studying U.S Route 175 between the light on U.S. Route 13 and the light at Royal Farms. VDOT is looking for funding to study the road pass Royal Farms to the intersection with Main Street on Chincoteague.

Increase VDOT Maintenance Funding for Drainage

Accomack County requested this in the 2020 legislative priorities. No known legislative action attempted.

Accomack Airport UAS multipurpose facility

Accomack County requested this in the 2020 legislative priorities. No known legislative action attempted.

Childcare in Northern Accomack County

Accomack County requested this in the 2020 legislative priorities. No known legislative action attempted.

Remove the communication sales and use tax exemption for prepaid telephones and cards

Accomack County requested this in the 2020 legislative priorities. No known legislative action attempted.

Rehabilitate the Northampton High/Middle School Facility

Northampton County requested this in the 2020 legislative priorities. Delegate Bloxom shared information regarding Halifax County receiving special authority (§ 58.1-605.1) to hold a referendum that allows the county to establish a 1% general sales tax above that already authorized solely for school construction or reconstruction. No known legislative action attempted.

Northampton Workforce Housing

Northampton County requested this in the 2020 legislative priorities. No known legislative action attempted.

Groundwater Monitoring in Critical Areas

Northampton County requested this in the 2020 legislative priorities. No known legislative action attempted.

Chincoteague Deep Well on the Island - Protective Measure from NASA contamination

The Town of Chincoteague requested this in the 2020 legislative priorities. No known legislative action attempted.

Virginia Waterway Maintenance Funding for Shallow-Draft Dredging Projects

A-NPDC requested this in the 2020 legislative priorities. No known legislative action attempted.

15. Chairman's Report

Chairman Kellam welcomed all the new Board Members.

16. Other Matters

Commissioner Crockett asked the Executive Director to send each new Board Member a memo explaining how the A-NPDC receives funding and what each acronym stands for.

Commissioner Hart made a motion to send a Resolution to all past members. The motion was passed by consensus.

17. Adjournment

There being no further business brought before the Commission, the meeting was adjourned.

Rev. Charles J. Kellam
Chairman

Copy Teste:

Elaine K. N. Meil
Executive Director