



Executive Committee Meeting
Col Alto Hampton Inn
401 E. Nelson Street, Lexington
August 16, 2014
9:00 a.m.

- I. Call to Order
- II. Annual Report by VML Insurance presented by Steve Craig, Managing Director & John McCarthy, County Administrator, Rappahannock County

Action Agenda

- III. Additions to Agenda
- IV. Consideration of Minutes from May 17, 2014 & May 29, 2014 [Tab 1]
- V. Executive Session: Executive Director Evaluation
- VI. Consideration of Finance Forum Proposal [Tab 2]

Information/Discussion Agenda

- VII. Executive Director's Report [Tab 3]
- VIII. Staff Report on Interim Legislative Activities [Tab 4]
- IX. Staff Report on Federal Issues [Tab 5]
- X. Staff Report on Amicus Briefs [Tab 6]
- XI. Review 2014 Regional Suppers [Tab 7]
- XII. Go Green Report [Tab 8]
- XIII. Staff Report on the Annual Conference [Tab 9]
- XIV. Future Meetings:
 - a. October 5 Roanoke
 - b. December? Richmond
 - c. February 5, 2015 Richmond
- XV. Items Proposed for Discussion at Future Meetings
- XVI. Other Matters
- XVII. Adjournment



Executive Committee Meeting
General Francis Marion Hotel
107 East Main Street, Marion
May 17, 2014

In attendance: President David Helms, Vice President Ron Rordam, Robert Coiner, Katie Sheldon Hammler, Mary Hynes, Ceasor Johnson, Edythe Kelleher, and Faye Prichard. ***Staff:*** Kim Winn, Mark Flynn, and Mary Jo Fields.

Action Agenda

- I. **Call to Order.** President Helms called the meeting to order at 9:12 a.m. and welcomed the group to Marion.
- II. **Additions to Agenda.** Bob Coiner moved and Ron Rordam seconded a motion to approve the agenda as presented. Motion was approved without objection.
- III. **Consideration of Minutes from February 6, 2014 and March 24, 2014.** Bob Coiner moved and Ceasor Johnson seconded a motion to approve the minutes as presented. Motion was approved without objection.
- IV. **Consideration of 2014 - 2015 Budget.** After an explanation and brief discussion (including adding the President Elect for SMC travel), Ron Rordam moved and Ceasor Johnson seconded a motion to approve the 2014 - 2015 Budget as presented. Motion was approved without objection.
- V. **Proposal for 2015 Local Government Day.** The Executive Committee discussed options for changing Local Government Day (2015). In addition to the proposed schedule, the Executive Committee discussed ways to inform attendees in advance (key materials, You Tube, etc.). There was also a specific discussion of the key components of the agenda (suggestions for lunch, lobbying tips, etc.). Ron Rordam moved and Edythe Kelleher seconded a motion to approve the proposed changes to Local Government Day for 2015. Motion was approved without objection.
- VI. **Creation of a Past Presidents Advisory Committee.** The Executive Committee discussed the role of VML Past Presidents. There was a general discussion of gathering this group once a year to brain storm key issues and provide advice and counsel to the Executive Committee. There was a determination to send all the Past Presidents the Strategic Plan and Goals. Then, ask them to discuss at the Annual Conference what role they think they could play in achieving those goals.

Information/Discussion Agenda

- VII. **Executive Director's Quarterly Report.** Kim Winn reviewed recent activities at VML.
- VIII. **Staff Implementation Plan for the Strategic Vision and Goals.** Kim Winn reviewed the plan developed by staff to implement to Strategic Vision and Goals that were established by the Executive Committee.
- IX. **Staff Report on 2014 General Assembly.** Mark Flynn reviewed the major issues and answered questions posed by the Executive Committee. He also discussed the response to the survey regarding the continuation of the written Legislative Report. The Executive Committee discussed how VML should respond if there is no state budget by July 1. There was a discussion of providing data to locals so that they can provide anecdotal information back to delegates regarding the impact of not having a state budget.
- X. **Staff Report on Federal Issues.** The Executive Committee reviewed the federal report provided by Janet Areson. Kim Winn discussed an in-district meeting with Rep. Goodlatte regarding the Marketplace Fairness Act. Mary Hynes mentioned that Sen. Kaine is interested in the Highway Trust Fund and having conversations with local officials about this issue.
- XI. **Staff Report on Amicus Briefs.** Mark Flynn reviewed the status of the *Boren v. Northwestern Regional Jail Authority* case.
- XII. **2014 Regional Suppers.** Kim Winn highlighted the upcoming regional suppers.
- XIII. **Future Meetings:**
a. August 15 (dinner); 16 (meeting) Lexington Dinner w/VMLIP Board
b. October 5 (meeting) Roanoke
- XIV. **Items Proposed for Discussion at August and October Meetings.** None.
- XV. **Other Matters.** Members were asked to return the Executive Director evaluation forms to President Helms. The officers will meet with the Director in June to discuss.
- XVI. **Adjournment.** There being no other business to come before the body, the meeting was adjourned at 11:28 a.m.

Respectfully Submitted,

Kimberly A. Winn
Executive Director



Executive Committee Meeting
Via Conference Call
May 29, 2014

In attendance: President David Helms, Vice President Ron Rordam, Immediate Past President Ed Daley, Katie Sheldon Hammler, Mary Hynes, Ceasor Johnson, Faye Prichard, and Patricia Woodbury. ***Staff:*** Kim Winn, Mary Jo Fields, Mark Flynn, Neal Menkes, Joe Lerch, and Janet Areson.

- I. **Call to Order.** President Helms called the meeting to order at 3:05 p.m.
- II. **Budget Issue.** This meeting was called to discuss VML's role regarding the General Assembly's failure to pass a state budget for the upcoming fiscal year. VML and VACo staff proposed surveying the membership in order to be able to quantify the impact on local governments if no state budget is adopted by July 1. In addition, staff recommended encouraging cities, towns, and counties to be prepared for the potential impact. Finally, staff recommended educating the citizenry about this issue through a series of media announcements around the state.

Following a discussion by the body, Ceasor Johnson moved and Ron Rordam seconded a motion to direct VML to conduct a membership survey, send out budget-related information to keep our members informed, and to set up a series of media announcements regarding our concern for the lack of a budget, but taking no position on the issue of Medicaid expansion. The motion was approved unanimously. [N.B. The General Assembly adopted a budget prior to July 1, making the media announcements around the state unnecessary.]

- III. **Adjournment.** There being no other business to come before the body, the meeting was adjourned at 3:40 p.m.

Respectfully Submitted,

Kimberly A. Winn
Executive Director

INTEROFFICE MEMORANDUM

TO: KIM WINN
FROM: NEAL MENKES
SUBJECT: FINANCE FORUM
DATE: JULY 18, 2014

It is my understanding that the Executive Committee is interested in continuing the Finance Forum. If VML moves forward, it would mark the fourth year of this event. Past speakers have included, but not been limited to, national consultants, Federal Reserve Bank economists, state legislators, money committee staff, and representatives from the National League of Cities. The intent has always been to inform local elected officials and administrative staff about national and state issues that will affect local budgets and services.

Assuming that the Executive Committee directs staff to move ahead, the question needing to be answered is when the Finance Forum should be held.

The Finance Forum last year (December 3) followed the December meeting of the Executive Committee. Running the two events “back to back” made it easier for members of the committee to attend. Scheduling the Finance Forum around the Executive Committee’s December meeting would offer that same advantage.

However, there are several other factors at play.

The first factor to consider is the quality and timeliness of the information provided at the Forum. Holding the Forum in early December means our experts can only speculate about the state budget. And, that speculation is stale because the House Appropriations and Senate Finance Committees will already have held their respective Retreats in mid-November. The information offered by state legislators or money committee staff will have been in the public domain for several weeks. Who cares to listen to old news? As a general rule, the Finance Forum should strive to present the best and most timely information available.

The second consideration is the timing of Gov. McAuliffe’s budget amendments, which will be released Wednesday, December 17, 2014. Holding the Forum that Thursday or Friday would be timely. But, the cost to VML staff would be high. VML has traditionally prepared two separate documents for its members upon the release of the amendments. A “quick and dirty” paper is sent to key local officials within 24-hours of the amendments’ introduction. This paper provides readers a broad brush review of the major budgetary themes. Think of it as an “early warning” about the issues VML staff will lobby on during the legislative session. Former Gov. Bob McDonnell introduced his last budget on December 16, 2013. Staff prepared and distributed a six-page response the next day. The other document is a detailed account of the amendments, focusing on the spending and revenue items that affect localities. We produced an 18-page document on December 20.

Staff could not effectively analyze and distribute in a timely manner those documents if the Finance Forum is held December 18 or December 19. And, the next week is Christmas followed by New Year’s Day the next week.

Recommendation

In order to provide our members with the most up-to-date information possible without compromising other important work products, staff believes the Finance Forum should be sponsored during the week of January 5 of next year. Because the General Assembly will not convene until January 14, holding the Forum that week will not be a conflict. In fact, it should make it easier to recruit legislative and executive department speakers. It should also boost attendance in that we could market the Forum as a training session for local government liaisons. (As a caveat, if VML holds a conference for newly elected officials on January 9, then that date should be avoided.)

Lastly, the early January date should not crowd out Legislative Day to be held on February 5. In fact, elected officials who attend both events would end up with an even greater understanding of the issues because the major issues presented in January will almost certainly be the same ones presented on Legislative Day.



To: VML Executive Committee
From: Kim Winn, Executive Director
Date: July 31, 2014
Re: ED Report

First of all, I have to once again thank the Executive Committee for giving me the opportunity to lead such an amazing organization. It is my honor to serve as the VML Executive Director and I have thoroughly enjoyed my first six months here.

As you all know, VML has a truly talented staff and that has made my transition a very smooth one. Each staff member is a dedicated professional and it has been a great joy to get to know them.

I have also enjoyed getting to know each of you. I have been to most of your communities and I have tried to schedule as many individual meetings as I can. I look forward to continuing to develop those relationships.

My family and I are truly grateful to be living in such a beautiful state with such a rich history. I am not exaggerating when I say that we take every possible opportunity to travel around the state and get to know Virginia and the citizens who make up the Commonwealth.

Finally, now that there are strategic goals and in implementation plan in place, it is my intention to provide my Executive Director's Report based upon those goals. The following restates those goals and identifies the primary work that has been done in each area since I started with VML in January. I hope this is a way to keep us all focused on the strategic goals that were established by this board.

Building Relationships

Relationships are the critical foundation upon which successful organizations must be built. VML is committed to forming and maintaining relationships in order to provide excellent service to the membership and to promote the principles of good government.

- VML will develop and maintain strong working relationships with members of the General Assembly, the State Administration, and the Federal Delegation.
- VML will facilitate networking among the membership and between VML and local government officials.
- VML will build and maintain partnerships with peer associations, the business community, and other groups with mutual interests.
- The VML Executive Committee will promote and implement principles of ethical and effective leadership throughout the organization.

Relationships Generally. Much time has been spent just meeting key individuals and beginning to develop those relationships. VML clearly has a great relationship with the Administration and I worked directly with the Governor's office on key issues. In addition, I was appointed to the state Multimodal Advisory Committee and will be working with various stakeholders to lay out the plan for VTrans 2040.

I would also like to highlight our enhanced relationship with the Virginia Housing Development Authority (VHDA). We are partnering with VHDA to bring mobile workshops to our conference in Roanoke and they have provided ideal meeting space for our policy committee meetings. I believe this to be a mutually beneficial relationship both substantively and from a financial standpoint.

I continue to be active in the Virginia Local Government Managers Association, the Local Government Attorneys Association, the Southern Municipal Conference, the National League of Cities, and the International City/County Management Association.

Regional Suppers. The regional suppers were a terrific way for me to get out around the state and meet with local officials. There is a more detailed report at Tab 7.

New Conference/Marketing Coordinator. The enhancement of our relationship with the business community and other strategic partners was a key reason for the creation of the new conference/marketing position. We had over 100 applicants for this position and I anticipate having someone on board in September.

Upcoming in this Area: The staff and I have discussed new strategies to engage members of the General Assembly. We plan to invite area delegates and senators to our Annual Conference in Roanoke. Also, the fall regional suppers, to which all delegates and senators will be invited, will be focused on VML legislative priorities.

Communications

Timely and substantive communication is critical to the overall mission of VML. As such we are committed to establishing both print and electronic communications to achieve the research, training, and advocacy goals of the organization.

- VML will develop a comprehensive communications strategy in order to tell the local government story and to establish VML as the primary information hub for local government officials.
- VML will explore and maximize ways to use communications in order to promote the legislative agenda of the organization.
- VML will develop a comprehensive marketing strategy in order to build stronger relationships with the business community and to provide appropriate avenues for businesses to offer their services to the VML membership.
- VML will work to educate and assist the membership in learning to tell their story in a manner that effectively demonstrates the community building accomplished by local governments.

Website. Very early on, I established a goal with the communications staff regarding an updated website and the ability for local officials to register online for the VML Annual Conference (and future events). This initial goal has been accomplished. The new website is much more user friendly. Further, the online registration includes the option for individuals to utilize a credit card for payment.

Virginia Town & City. In March, *Virginia Town & City* became a full color publication and I am working with staff to develop enhanced content. Each senior staff member is providing at least two substantive feature articles and I am providing a monthly column.

Upcoming in this Area. With the new website in place, we are shifting gears. I am working with communications staff to develop a comprehensive communications strategy. And, as soon as the new Conference/Marketing Coordinator is on board, the development of a comprehensive marketing strategy will be a focus. In addition, we are exploring ways to update and enhance our database and information management capabilities.

Engagement

Developing and maintaining an engaged membership is vital to both the short and long term success of VML. We will actively seek ways to engage our membership and to support citizen engagement in our local governments.

- VML will evaluate new ways to demonstrate the value of membership in VML along with the value of being an active participant in the association and our conferences.
- VML will work to identify ways to improve citizen engagement, including ways to enhance the civics knowledge of Virginia's students.
- VML will identify and implement programs to encourage the membership to play a more active role in advocacy at both the state and federal level.

Regional Suppers. The recently completed regional suppers turned out to be a terrific way to engage more elected officials with VML. In addition, a number of attendees expressed appreciation that VML was facilitating regional meetings because they felt that networking within their area was very important. See the full report at Tab 7.

If I Were Mayor. I will be kicking off the If I Were Mayor program in September. I have engaged the staff at the Department of Education and will be meeting with them in late August to discuss how we can work together to promote this program. The flyer is attached.

Membership. Dues are coming in as expected and no one has cancelled their VML membership to date. In fact, we picked up a member (Town of Saltville). After hearing that there had been significant turnover on the town council, I personally visited Saltville during one of my trips to the western part of the state. In addition, President Helms made direct contact with the Mayor. Saltville had not been a member of VML since 2006. I will continue to look for opportunities to make similar visits with both members and non-members while I am traveling.

Upcoming in this Area: We are hoping to finalize the suggested changes regarding Local Government Day in the near future. We have also discussed a number of ways that we might engage the Legislative Committee and the various policy committees throughout the legislative session.

Finance

In order to evaluate existing programs and plan for the future of the organization, VML must maintain a strong financial position. VML is committed to maintaining and modernizing accurate and appropriate financial systems.

- VML will evaluate existing programs, seek efficiencies, and make recommendations for staffing changes in order to accomplish the strategic goals of the organization.
- VML will seek strategic partnerships, where possible, in order to enhance our ability to provide top quality programming and services for the membership.
- VML will enhance financial reporting and modernize financial systems where appropriate.

Staffing. I spent time with each staff member in order to evaluate where we are and what staffing would be required to achieve our strategic goals. I determined that we needed someone in the area of information management and moved an existing staff member into that position. This position is critical to our website and database management. In addition, I determined that we should put an emphasis on event planning and marketing. I established a new position entitled Conference/Marketing Coordinator and I anticipate having someone on board in September.

Reporting. A lot has been done in the area of financial reporting since I started at VML. I evaluated the current HR & accounting needs and determined that outside help would be required in order to maintain our accounts and provide appropriate HR services to our employees. I contracted with VMLIP to provide those services. As they had been doing so for quite some, this allowed me to work with them to make a number of changes immediately.

For example, upon my arrival consolidated leave time for employees was still being kept on a handwritten log. I instituted an online system that has saved many hours of staff time and provides an up-to-the minute accurate accounting for each employee.

Purchasing & Credit Cards. I also established a purchasing card program that has reduced the number of reimbursement checks that are cut, provided a heightened approval process, and allowed for more consistent coding of expenses.

In addition, I established a merchant account so that VML can now take credit cards through a third party vendor.

Chart of Accounts. I worked to develop a chart of accounts that will naturally flow into budget categories. This new system (which was in place for the new fiscal year starting July 1) should allow us to provide more accurate financial accounting and consistent allocation of revenues and expenses. See attached.

Virginia Municipal League

Chart of Accounts

July 1, 2014 to June 30, 2015

			NEW	
Budget Line Items	Primary Categories	Sub-Categories		2014-2015 Adopted
REVENUE				
Membership Dues				\$1,136,000
	Regular Dues		4000	
	Associate Dues		4010	
	Service Contract		4020	
	Sustaining Dues		4030	
Annual Conference				\$245,000
	Conference Registrations		4050	
	Conference Advertising		4045	
	Conference Sponsorships		4055	
	Conference Exhibitors		4060	
Workshops/Seminars				\$20,000
	Newly Elected Officials		4190	
	Regional Suppers		4295	
	Other Workshops/Seminars		4130	
Advocacy				\$25,000
	Local Government Day		4070	
	Rental Payments for OCH		4320	
Interest				\$2,000
	Interest Income		4120	
Publications				\$61,000
	Virginia Town & City			
		VTC Advertising	4090	
		VTC Subscriptions	4185	
	Directory			
		Directory Sales	4105	
		Directory Advertising	4305	
	Website			
		Classified Advertising	4290	
		Advertising	4310	
	Other Publications		4315	
Insurance Program				\$867,000
	VMLIP Payments		4150	
Sponsorships				\$150,000
	VML Bond/Finance Program		4095	
	US Communities		4200	
Affiliated Groups				\$50,000
	VBCOA Administrative Fee		4136	
	VLGMA Administrative Fee		4137	
	MEPAV Administrative Fee		4138	
	SMC Administrative Fee		4155	
Other Administration Fees				\$35,000
	AEP Administrative Fee		4135	
	VEPGA Administrative Fee		4145	
Miscellaneous				\$25,000
	Miscellaneous		4180	
Total Revenue				\$2,616,000

EXPENSES			
Compensation and Benefits			\$1,680,000
	Salaries		
		Regular salaries	5000
		Overtime salaries	5001
	Benefits		
		Health Insurance - EE	5050
		Health Insurance - Dep	5051
		Dental Coverage	5060
		RHSP	5045
		401 Pension Plan	5040
		Life Insurance	5030
		Long-Term Disability	5070
		Short-Term Disability	5080
		Social Security Tax	5010
		Medicare Tax	5020
		Unemployment	5005
		Flexible Spending Acct Fees	5100
		Wellness	5110
		Employee Parking	5210
		COBRA Administrative Fees	5180
		Employee Assistance Plan	5052
Annual Conference			\$180,000
	Annual Conf - Marketing		5711
	Annual Conf - Rental Fees		5712
	Annual Conf - Food		5713
	Annual Conf - A/V		5714
	Annual Conf - Speakers & Entertainment		5716
	Annual Conf - Travel & Transportation		5717
	Annual Conf - Supplies		5718
	Annual Conf - Other		5710
Workshops/Seminars			\$35,000
	Newly Elected Officials		5840
	Regional Suppers		5841
	VML Events at NLC		5842
	Other Workshops/Seminars		5760
HR & Financial Services			\$18,000
	Contract with VMLIP		5912
	Payroll Service Fees		5140
Travel			\$60,000
	Seminar/Conf Registration Fees		5660
	Transportation & Parking		5225
	Lodging		5240
	Meals		5250
	VML Auto		5280
Office Supplies & Postage			\$40,000
	Postage		5610
	Office Supplies		5600
Office Maintenance & Equipment			\$30,000
	Computer Equipment		5330
	Furniture		5520
	Copier Expense		5460
	Other Office Equipment		5500
Office Rent			\$11,000
	Storage Space		5540
Building Repairs & Utilities			\$40,000
	Building Repairs		5550
	Phone Services		5320
	Phone - Cellular		5420

	Water, Sewer, & Trash		5561	
	Electricity		5562	
	Internet Services		5410	
	Other Utilities		5560	
Computer Services				\$20,000
	IT Services		5365	
	Software Purchases/Subscriptions		5375	
Dues and Subscriptions				\$22,000
	Dues, Licenses & Certifications		5670	
	Subscriptions		5700	
National League of Cities Dues				\$22,048
	NLC Dues		5190	
Insurance				\$18,000
	Insurance Expense		5690	
Professional Fees				\$46,000
	Fiscal Services		5626	
	Annual Audit		5650	
	Legal Services		5640	
	Other Professional Fees		5630	
Advocacy				\$118,000
	Local Government Day		5740	
	Rent for Old City Hall		5806	
	Outside Contracts		5807	
	Legislative & Policy Committees		5808	
	Other Advocacy		5805	
Publications				\$100,000
	Virginia Town & City			
		VTC Printing	5751	
		VTC Postage	5752	
		VTC Mailing Service	5750	
	Directory		5770	
	Other Publications		5771	
Executive Committee				\$40,000
	Exec Comm - Meetings		5621	
	Exec Comm - Travel		5622	
	Exec Comm - Other		5620	
Depreciation				\$30,000
	Depreciation		5595	
Miscellaneous				\$20,000
	Employee Recruitment		5150	
	Employee Training/Morale		5090	
	Promotional Items		5882	
	Banking Fees		5675	
	SMC non-billable exp		5985	
	Miscellaneous		5999	
Interest				\$3,000
	Interest Expense		5680	
Property taxes				\$7,000
	Real Estate Taxes		5570	
Accumulated Leave Earned				\$20,000
	Accumulated Leave Earned		5120	
	Consolidated Leave Redemptions		5125	
Total Expenditures				\$2,560,048



If I Were Mayor

ESSAY CONTEST

The Virginia Municipal League (VML) invites all Virginia 7th Graders to join its essay contest, "If I Were Mayor," to tell others what they would do as mayor to make their cities and towns great places to live.

Promoting good city government is important to VML, and this essay contest provides students the opportunity to reflect on the role of important elected officials in their own city or town.

Six geographic regional winners around the state will be selected. Winners will receive a \$150 cash prize and plaque. One overall winner will also be selected to represent the entire state and will receive a \$250 cash prize and plaque. The winners, along with their teachers, will be recognized at a special ceremony in Richmond.

For more information, or to download the official entry form, visit www.vml.org/essaycontest.



Contest Rules

- The contest is open to all Virginia students enrolled in the 7th Grade during the 2014-2015 school year.
- Each entry must include the student's name, home address, telephone, school, and teacher's name. (see attached entry forms)
- Essays may not exceed 250 words and must fit on one page.
- Essays must address the subject and begin with "If I Were Mayor."
- Only one essay may be submitted per student.
- Essays will be judged based on the following: creativity, clarity, sincerity of thought, understanding of city, town and county services, and proper use of grammar.
- Essays must be received at the VML office by Monday, Dec. 1. Winners will be notified in early January.
- Essays will not be returned and will become the property of VML.
- VML retains the right to publish essays along with the names and likenesses of each student.
- Submit entries to: VML, Attn: 7th Grade Essay Contest, P.O. Box 12164, Richmond, VA 23241.



If I Were Mayor - Entry Form



Name: _____ Home Phone: _____

Home Address: _____ City/State/Zip: _____

School: _____ School Phone: _____

School Address: _____ City/State/Zip: _____

Teacher: _____

A completed entry form must accompany each essay. This entry form may also be photocopied. It is also available at www.vml.org/essaycontest. All entries must be received by Monday, Dec. 1. Mail to: VML, Attn: 7th Grade Essay Contest, P.O. Box 12164, Richmond, VA 23241.



If I Were Mayor - Entry Form



Name: _____ Home Phone: _____

Home Address: _____ City/State/Zip: _____

School: _____ School Phone: _____

School Address: _____ City/State/Zip: _____

Teacher: _____

A completed entry form must accompany each essay. This entry form may also be photocopied. It is also available at www.vml.org/essaycontest. All entries must be received by Monday, Dec. 1. Mail to: VML, Attn: 7th Grade Essay Contest, P.O. Box 12164, Richmond, VA 23241.



If I Were Mayor - Entry Form



Name: _____ Home Phone: _____

Home Address: _____ City/State/Zip: _____

School: _____ School Phone: _____

School Address: _____ City/State/Zip: _____

Teacher: _____

A completed entry form must accompany each essay. This entry form may also be photocopied. It is also available at www.vml.org/essaycontest. All entries must be received by Monday, Dec. 1. Mail to: VML, Attn: 7th Grade Essay Contest, P.O. Box 12164, Richmond, VA 23241.



Memorandum

To: VML Executive Committee

From: Mark Flynn

Date: 25 July 2014

Re: Legislative update

Lack of funds will be a major if not the major factor local governments will face in the 2015 session of the General Assembly. At the foot of this memo are two articles that Neal Menkes, VML's director of fiscal policy has written recently on the revenues and costs issues facing the Commonwealth.

Our long-term experience is that it is very tempting for the General Assembly to disproportionately burden local revenues to make up the slack. That is one of our ongoing areas of work – preventing the shifting of burdens to the extent possible.

For the 2014 session, our major focus was on finance issues. For 2015, the same issues loom. We also won't be surprised if we are hit with renewed legislative assaults on the BPOL & M&T taxes.

The policy committees have finished their work and have recommended a number of issues for the legislative committee to take up when it meets on 12 September and have recommended VML's following other issues.

The major issues the various committees acted on are as follows:

Community and Economic Development:

The committee voted to support the General Assembly staying out of local government authority to require contractors with the city to pay a living wage, but did not recommend it as a legislative priority.

Environmental quality:

- a. Property Assessed Clean Energy (PACE): authorize localities some means to enforce repayment of loans they make to citizens to install clean energy equipment, primarily solar and wind electric generators.
- b. Net metering - Raise the net-metering limit to 2,000 kW from 500 kW for non-residential customers under the net-metering law in place. Helps make local government solar and other projects financially feasible.
- c. Hydraulic Fracturing – Taylorsville Basin – continue opposition
- d. Water Quality Funding – continue position

Finance:

- a. State & Local Government Fiscal Relationship – Retain 2014 statement with some modification.
- b. First Day Introduction of Bills with Fiscal Impact - Retain
- c. State Aid for Local Law Enforcement (599) - requests for additional information from staff to be used to persuade GA not to cut the program.
- d. Taxing, Licensing, and Regulating Internet-based Businesses and Services – No action. Committee thinks the state should take the lead, and involve localities for those aspects of the issue that affect us.

General Laws:

- a. E-cigarettes - the committee voted to send the issue of whether the indoor clean air act should be amended for e-cigarettes to the legislative committee for further consideration.
- b. Intrastate inmate phone calls – support regional jails’ position (not 2015, rather FCC)

Human Development and Education

- a. Education funding - recommend retaining
- b. Opportunity Education Institution – support repeal of law
- c. Low performing schools - State financial support for existing programs aimed at at-risk students, as well as support for innovative programs such as increased stipends for highly effective teachers in high-poverty schools.
- d. Aid to the Commonwealth program (aka across the board cuts in state aid to localities) – new position opposing re-imposition of the cuts.

Transportation:

- a. Transportation Networking Companies (Uber, Lyft, Sidecar) - the committee did not recommend a position, but VML will participate in DMV study. If study warrants a legislative position, then one can be prepared.
- b. Long Range Transportation Plans and Funding Allocation Formulas – VML will support implementation of the law.
- c. Transportation Revenue – the committee did not recommend a legislative position, but recommends VML work with Transportation Secretary’s mandate from the General Assembly to develop a recommendation to finance local transportation.

Recent VML publications on Virginia's economic outlook Neal Menkes, director of fiscal policy

State Revenue Collections Portend Tough Times Ahead

Total general fund revenue collections fell an eye-popping 20.7 percent in May, with individual non-withholding accounting for most of the loss. Collections, in fact, dropped for the month in all of the major revenue sources with the exception of insurance premium taxes.

On a fiscal year-to-date basis, total revenue collections have decreased 1.6 percent in May compared with the same period last year, trailing the official forecast of 1.0 percent growth.

In a revenue structure that depends heavily on individual income taxes, employment and personal income growth are critical. But, employment was flat in April (the most recent data available) when compared with April of last year. The Virginia Leading Index fell 0.3 percent in April after inching forward at 0.6 percent in March.

The good news is that the seasonally adjusted unemployment rate in April registered at 4.9 percent, the same as the month of March. This compares favorably to the 5.6 percent recorded in April of 2013. Also, the workforce participation rate continues to improve, moving from 63.6 percent in March to 63.9 percent in April. This is a percentage point higher than a year ago.

The employment problem appears to be the loss of high-paying jobs caused by federal sequestration and defense cutbacks. Virginia jobs in professional and business services shrunk by 2.7 percent compared to last April, according to the Bureau of Labor Statistics. The growing sectors of the state economy like leisure and hospitality, education and health services, and financial activities are producing jobs that generally pay less in salary.

A review of presentations made by the Secretary of Finance to the General Assembly in recent years shows that job growth in professional and business services has been in a downward trajectory since fiscal year 2011. Jobs in this sector increased 3.0 percent in FY11 then slowed to 2.0 percent growth in FY12 and an estimated 1.0 percent in FY13.

A June 13 article in *24/7 Wall Street* on the ten states with the slowest growing economies identified Virginia as the third slowest, edging out Maryland and Alaska. The article pointed out that the state's economy in 2013 grew slower than that of the nation's for the third consecutive year, citing the slowdowns in the professional scientific and technical sector as well as the government sector. These two sectors accounted for 13.0 percent and 19.0 percent of the state's domestic product.

The changing mix of jobs in the state's economy is playing out in revenue collections.

Revenue Source	% of General Fund	Projected Growth	Year-to-Date
Payroll withholding	63.0%	2.9%	2.5%
Individual non-withholding	17.0%	4.2%	(10.3%)
Individual tax refunds	(10.72%)	5.1%	2.2%
Sales tax	18.0%	(4.4%)	(4.5%)
Corporate income	5.0%	(3.4%)	(4.8%)
Recordation	2.0%	0.0%	(17.6%)
Insurance premiums	2.0%	10.4%	28.1%
Other revenues	1.5%	6.8%	3.1%

No statewide entity collects information on local revenue collections during a fiscal year. However, state recordation collections can serve as a surrogate, measuring the vitality of housing markets. And, if this is a valid measure, then real estate assessments and taxes remain in trouble, although there are signs of improvement. The statewide pace of Virginia home sales increased by 17.5 percent from March to April, even as overall sales fell almost 5.0 percent from April 2013, according to the Virginia Association of REALTORS. April's median sales price is 2.86 percent higher than a year ago and 7.59 percent higher than April of 2012. But, sales volume of single family homes, townhomes, and condos was 2.4 percent lower this April than last April.

The state's reforecast of revenues and economic conditions which is due in August will hopefully provide localities with a greater sense of both state and local revenues in the upcoming biennium.

Virginia employment and housing numbers disappoint.

In testimony before a Senate committee last week, Janet Yellen, the chair of the Board of Governors of the Federal Reserve System, said the national economy is continuing to make progress. In the labor market, employment gains averaged about 230,000 per month over the first half of 2014, a somewhat stronger pace than last year's and enough to bring the total increase in jobs during the economic recovery to more than 9 million. The unemployment rate has fallen nearly 1 ½ percentage points over the past year, and is down about 4 percentage points from its peak during the Great Recession.

She admitted that too many American remain unemployed and not all of the necessary financial reform initiatives have been completed.

In Virginia, the state unemployment rate increased for the second straight month in June as the labor force contracted and payroll employment barely grew, lagging behind the nation. June's jobless rate stood at 5.3 percent, up from 5.1 percent in May and 4.9 percent in April, according to the Virginia Employment Commission. Virginia was one of 14 states in which unemployment rose in June, while rates declined in 22 states and stayed the same in 14 others.

Also of note was a report issued last week by the Bureau of Labor Statistics that showed that among the nation's 38 largest markets of populations of at least 750,000 only two saw a decline in jobs between May 2013 and May 2014. One was Detroit. The second was Hampton Roads, where the number of jobs dropped 0.2 percent. On a

statewide basis, payroll growth from May 2013-May 2014 measured an anemic 0.1 percent, according to the Federal Reserve Bank of Richmond.

Federal defense cutbacks are hurting the state’s employment picture. An Air Force reorganization could mean the loss of 742 jobs at Langley Air Force Base, although state officials are hopeful that the air base may pick up new positions from planned staff consolidations elsewhere. By some estimates, the military in Hampton Roads accounts for nearly half of the local economy. Those job losses ripple through other segments of the local economy like housing prices and airport passenger counts.

Virginia Labor Market Conditions		
<i>Metropolitan Statistical Area</i>	<i>April to May % Change</i>	<i>May 2013 to May 2014 % Change</i>
Blacksburg MSA	(0.41)	1.24
Charlottesville MSA	0.59	(1.26)
Lynchburg MSA	0.10	(1.37)
Northern Virginia	(0.30)	(0.14)
Richmond MSA	0.11	1.47
Roanoke MSA	(0.25)	0.06
Virginia Beach-Norfolk MSA	0.17	(0.23)
Winchester MSA	(0.50)	1.37

The fits and starts in the housing industry continued into the Spring. The Federal Reserve Bank of Richmond reported that 2,383 residential construction permits were issued statewide in May, up 5.1 percent from April’s figures but 18.3 percent fewer than were issued in May 2013. Likewise, the state reported a total of 28,500 housing starts in May, which is an increase of 18.1 percent from April but a decrease of 3.3 percent from May a year ago. Home values appreciated 1.4 percent in April and 5.1 percent on a year-over-year basis according to CoreLogic Information Solutions.

Sales of existing home across the state posted a double-digit dip in May compared to a year earlier. The median sales price of all homes that sold in May statewide was \$265,000, down 1.1 percent from last year. The lower sales and declining median price drove total sales volume for May down 12.2 percent. The good news is that the number of days between listing and ratified sales contract for homes was 72. That’s an improvement for the 73 days a year ago and the 84 days required two years ago.

What should local governments take away from all these numbers? The answer most likely is that improving conditions in the national economy, however slight, will be better than the economic news in Virginia for some time to come.



August 1, 2014

To: VML Executive Committee

From: Janet Areson

Subject: Federal issues update

Transportation reauthorization. On the evening of July 31, the Senate capitulated to the House by approving its version of short-term legislation to fund federal transportation projects. The vote was 81-13. The House had recently passed a temporary patch (HR 5021) to fund projects through May 2015. Action was necessary because the current authorization law expires in September, meaning that federal funding delays and cuts to states were looming as soon as next week.

The approved bill, which has been sent to the President, authorizes \$10.9 billion to continue the current level of funding for highways and transit through May. It avoids short-term insolvency of the federal Highway Trust Fund by using short-term budget gimmicks around “pension smoothing” that will have its own budget consequences in the future.

On July 29, the Senate had approved its own funding measure that rejected the House’s pension smooth-move approach and funded projects only through December, with the hope that a true reauthorization bill could be taken up after November elections and during the lame duck session. The House promptly rejected the Senate version, and given the deadline for Congress to begin its August recess, forced the Senate’s hand to accept the original House measure.

The current transportation law that was to expire in September authorizes about \$50 billion per year in road and transit spending, while the federal gas tax brings in about \$34 billion per year. As part of its deliberations earlier this week, the Senate considered and rejected a measure that would phase-out the federal gas tax, which obviously is not keeping up with needs. That action would have been accompanied by a federal disinvestment in interstate surface transportation, leaving the financing to states and local governments in the future. While this was rejected by the Senate, concern about the viability of the federal trust fund and differing opinions as to the appropriateness of a federal role in transportation funding means similar proposals will likely surface when Congress revisits the transportation funding issue in the coming months.

Rail safety rule revision. Recent incidences and heightened concern about the transportation of crude oil by rail has led the U.S. Department of Transportation to issue a notice of proposed rulemaking (NPRM) on July 23 and trigger a 60-day comment period. The DOT proposed enhanced tank car standards, a classification and testing program for mined gases and liquids and new operational requirements for high-hazard inflammable trains (HHFT) that include braking controls and speed restrictions. More specifically, within two years, it proposes the phase-out of

older DOT 111 tank cars for the shipment of certain inflammable liquids, including most Bakken crude oil, unless the tank cars are retrofitted to comply with new tank car design standards.

A companion Advanced Notice of Proposed Rulemaking (ANPRM) seeks further information on expanding comprehensive oil spill response planning requirements for shipments of inflammable materials.

Before issuing the NPRM, federal officials gathered more than 152,000 comments through an advanced notice of rulemaking published by the Pipeline and Hazardous Materials Safety Administration almost a year ago. In addition, DOT reports that it has made progress in improving transport safety of hazardous materials through voluntary agreements and emergency orders. The July 23 NPRM reflects the information and public comments, and proposes new classifications of mined gases and liquids and defines terms like “high-hazard flammable train.” It also proposes standards for frequency of sampling and testing of materials to be routed, routing analysis for the trains, notification to state emergency response commissions, reduced operating speeds and enhanced braking requirements, construction standards for tank cars constructed after Oct. 1, 2015 and retrofit requirements for existing tank cars.

Both the NPRM and ANPRM are available for review on www.regulations.gov and are now open for 60 days of public comment. The Department has noted that given the urgency of public safety issues addressed through these proposals, there are no plans to extend the comment period.

Marketplace fairness and internet access taxation. The House of Representatives passed a bill (HR3086) to permanently preempt the ability of states and local government to impose internet access taxes or fees. While neither the Commonwealth nor any local governments in Virginia impose any such taxes or fees, a variation of the preemption issue is being combined with the Marketplace fairness issue in Senate bill (S.2609).

The Senate bill would revive, with a few edits and tweaks, the marketplace fairness measure passed by the Senate last year. Marketplace fairness is the idea that Internet-based businesses doing business anywhere (even without a physical presence in a state) should be required to remit state and local sales taxes to a state whenever someone from that state buys from that Internet business. This would decrease the competitive advantage Internet-based businesses have over businesses with an actual physical storefront in any community. In addition, the Senate bill would extend the Internet Tax Freedom Act (which preempts state/local authority to impose a new internet access tax or fee but grandfathers in those states with existing taxes/fees) for 10 years. Some in the Senate would like to see that decreased to one year.

The National League of Cities opposed the HR3086, and supports S. 2609. VML supports marketplace fairness legislation; Virginia’s Senators both supported last year’s bill and will likely continue to support such legislation.

Municipal broadband: The FCC and local governments v. NCSL and the House of Representatives. The Federal Communications Commission (FCC) is considering action to preempt state laws that restrict or preempt the ability of municipalities from building their own

Internet networks, noting that such preemptions and mandates stifle competition and leave consumers with slower Internet access.

Cue the National Conference of State Legislatures (NCSL) which has recently written to the FCC threatening to file a Constitutional challenge to any federal action to preempt state laws limiting municipal broadband (in other words, don't stop states from stopping localities from doing something). NCSL says that the FCC's potential actions would disregard those legislators elected locally (what about real local elected officials?) who spend countless hours of deliberations and vote on such issues, and who should not be preempted by a five-member appointed body in Washington, D.C..

Cue the U.S. House of Representatives. Rep. Marsha Blackburn (R-Tenn) led the passage of an appropriations amendment – on a 223-200 vote -- to bar the FCC from using any funds to prevent states from imposing limits or preempting municipal authority over broadband. The outcome of such a provision is less sure in the Senate, which takes a kinder approach to local governments, at least in this case.

NLC and VML support local authority over broadband.

FCC proposed rules for jail communications (local and state governments v. FCC) While local governments may side with the FCC over the broadband issue, they may be less excited about another potential FCC proposal that would preempt local authority over jail call rates and fee structures, which could lead to higher per diem costs for localities.

The rates charged for phone calls made by inmates of correctional facilities – jails and prisons – have raised concerns and criticism by families and inmate advocates across the country.

A FCC proposal (FCC 13-113) adopted last year greatly restricted the call rates and fee structures associated with calls that inmates in state and local facilities make to parties outside of their state (interstate calls.) This affected state prisons more than local and regional jails because few local inmates make out-of-state calls.

However, the FCC has begun the process of potentially expanding the scope of its actions last year to apply to local and in-state calling rates and fees. A proposal is expected late this summer.

Representatives of the Virginia Association of Regional Jails recently raised this issue with VML, VACo, and the Sheriffs' Association and is asking local officials to express opposition to any such proposal that may come from the FCC. While the restrictions would directly affect local and regional jails, the costs incurred would likely result in a higher local share of costs to operate the jails. According to the Association, Virginia jurisdictions currently receive more than \$13.5 million a year from call rates; of this amount, regional jails see \$8.11 million. Many jails use these funds to help pay for their rehabilitative and re-integration programs.

The Association's opposition to the FCC proposal concerns the authority of the Commission to expand its restrictions to local and in-state calls because the FCC has traditionally drawn a line between interstate and intrastate calling, with regulation of the latter being left to states. Federal

court rulings in the past have also restricted federal intrusion into business conducted within a single state. Local and intrastate calls would be considered in-state business, according to the Association.

The Association also argues that the FCC imposition of rate limitations on intrastate commerce would require the abrogation of existing contracts with phone providers that are lawful under state law. Finally, the phone service providers give jail administrators investigative tools to detect and prevent the introduction of contraband, and interdict and prosecute continuing criminal enterprise. The cost for these important services would have to be made up in other ways.

Localities and states contract with private providers to provide telephone services within local and regional jails. This includes local, in-state, and out-of-state calls. The contracts with private providers include the equipment, software, line/bandwidth, maintenance and administrative support. They also provide investigative tools to identify and interdict continuing criminal enterprise. As such, jail inmates are charged for calls to help recoup the costs. In some states and in some jails, those costs are very high. In Virginia, the average cost of a 15 minute call in a regional jail ranges from \$3.22 (a local call initiated by an inmate) to \$6.04 (an interstate collect call initiated by an inmate).

Regional jails are enterprise operations, and if the share of funds received from calling services is reduced or eliminated, the \$8.01 million in revenue will have to be made up from other sources. Per diem rates paid by local governments would be affected as a result.

The FCC has not yet officially released a proposal; VML staff will pass along additional information as we receive it.

Amicus report

To: VML Executive Committee

From: Mark Flynn, General Counsel

Re: Amicus report

Date: 06 May 2014

New amicus request

VML has been asked to join the Local Government Attorneys Association in a brief on business license taxation. An appeal has been accepted by the Virginia Supreme Court. I will update the committee on the case at the August meeting.

Boren v. Northwestern Regional Jail Authority

I was advised last week that the 4th Circuit Court of Appeals will hold oral argument on this case during the session to be held the 28th through 30th of October.

The issue in this case involving treatment of an inmate at a regional jail is how sovereign immunity works in Virginia in jail and other local government entities. The case was decided by the federal district court, which found that the jail authority was not clothed with sovereign immunity. That issue is now on appeal to the 4th Circuit.

The US District Court ruled that for sovereign immunity to apply to a Virginia governmental authority it must prove all six particular attributes in sovereign immunity law. Local governments have understood for some time that not all six elements must be proven in every case.

If the 4th Circuit agrees with the district court, many of the authorities, boards and commissions that local governments create could be at risk for liability for the governmental actions they take due to losing sovereign immunity. That loss of sovereign immunity would be extremely costly for VML's members.



To: VML Executive Committee
From: Kim Winn, Executive Director
Date: July 31, 2014
Re: Regional Suppers

As you all know, VML hosted “regional suppers” throughout the state in June and July. These evening events replaced the traditional town section meetings and were designed to bring in more elected officials. That goal was achieved and we received very positive feedback on these events. The following chart compares the 2014 regional suppers to the 2013 town section meetings:

2014 Regional Suppers	Appointed	Elected	Total Local Officials
Gordonsville	3	11	14
Lexington	5	20	25
Lynchburg	4	9	13
Marion	8	24	32
Blacksburg	6	9	15
Ashland	8	5	13
Totals	34	78	112

2013 Town Section Meetings			
Bridgewater	16	16	32
Exmore	11	11	22
Farmville	15	10	25
Herndon	13	10	23
Pulaski	15	11	26
Totals	70	58	128

Regional suppers seem to be an effective way to reach local elected officials. We are planning to do a series of pre-legislative regional suppers in the fall.

Because I will have more lead time to set up the regional suppers for next year, I am planning to do another series and move them back into April and May (hoping to avoid summer vacations, etc.). I have already had a number of communities call to say that they would like to host a regional supper.

Memorandum

To: VML Executive Committee

From: Joe Lerch

Date: July 28, 2014

Re: Go Green Virginia initiative update

The Green Government Challenge is entering its 7th year. To date 20 cities, 12 towns, and 14 counties have become certified “Green Governments”. The Green Government, Green Public Schools, and Green Independent Schools challenges for 2014 have been launched on GoGreenVA.org.

Future of the Go Green Virginia initiative

The Green Government Challenge remains popular with VML members and while relatively few new localities have become certified in recent years those that do continue to express interest in maintaining the challenge. The first several years of the Go Green initiative were staff intensive and included developing the website, staffing the advisory committee, expansion of the challenge to other groups, and conducting regional forums. Given other priorities and limited resources the initiative has stalled in recent years with only the green government and green school challenges continuing to be held annually. In order to reinvigorate the initiative in a way that takes into account available time and resources the Go Green Advisory committee will be reconvened this fall (concurrent with an announcement at the annual conference) with task of examining how to expand the initiative to include federal and state partners in addressing sustainability and resiliency at the community level. VML has the opportunity, through Go Green, to tap into national and regional initiatives to address impacts to climate change, energy security and economic stability. For example, the recently launched Resilient Communities for America Campaign (a partnership of NLC, ICLEI, the U.S. Green Building Council and the World Wildlife Fund) calls for federal aid in assisting local governments to become more “resilient”. Tasks for the committee could include (1) defining what a “resilient” Virginia community would look like; (2) identifying public and private partners at the federal, state, and local level to work on building resilient communities; and (3) examining whether the time is right for launching a “Green Community Challenge” that focuses on building resilient communities.

Copy: Kimberly A. Winn, Executive Director



Key Executive Committee Events

Sunday, October 5

12:00 p.m. – 1:00 p.m.	Executive Committee Lunch
1:00 p.m. – 3:00 p.m.	Executive Committee Meeting
3:00 p.m. – 5:00 p.m.	Legislative Committee Meeting
4:00 p.m.	Nominations Committee

Monday, October 6

9:00 a.m. – 12:00 p.m.	Opening General Session
6:00 p.m. – 9:00 p.m.	Host City Night

Tuesday, October 7

7:45 a.m. – 8:45 a.m.	Annual Prayer Breakfast
9:00 a.m. – 10:30 a.m.	General Session
3:10 p.m. – 4:30 p.m.	Business Meeting & Election of Officers
5:30 p.m. – 6:15 p.m.	President's Reception
6:15 p.m. – 9:00 p.m.	Annual Banquet



Preliminary Agenda

October 5-7, 2014

Hotel Roanoke & Conference Center
110 Shenandoah Avenue, Roanoke, VA 24016

All activities take place at the Hotel Roanoke & Conference Center, with the exception of Host Night and the ticketed spouse event on Monday.

Sunday, October 5

- 9 a.m. **VML Golf Tournament**
- 1 - 3 p.m. **Executive Committee Meeting**
- Noon - 6:30 p.m. **Registration**
- 1 - 6:30 p.m. **Exhibit Hall**
- 2 - 4 p.m. **Mayor's Walk to the Star**
Join Mayor David Bowers for a pleasant, three-quarter-mile walk through Mill Mountain Park to the base of the famous Roanoke Star, where you will enjoy the unparalleled view of the Roanoke Valley. A must-see for anyone who has never been there! Participants will be transported from the Hotel Roanoke lobby to the point where the walk begins and picked up at the point where it ends. The terrain is easy, but hilly, so wear comfortable shoes. This event will be held rain or shine. To register, email Christine Elder with Roanoke Parks & Recreation at christine.elder@roanokeva.gov.
- 3 - 5 p.m. **Legislative Committee Meeting**
- 4 p.m. **Nominations Committee**
- 4:30 - 6:30 p.m. **Opening Reception in the Exhibit Hall**

- Noon - 1 p.m. **Virginia Local Government Management Association Luncheon** (tickets required)
- Noon - 1 p.m. **Lunch in the Exhibit Hall**
- 1:15 - 2:30 p.m. **Concurrent Sessions**
Cyber security-Sponsored by VML Insurance Programs
Helping children enter kindergarten ready to read
Public/private partnerships
Transit issues
Rail safety issues: The Lynchburg event
- 1:15 - 2:45 p.m. **Mobile workshop**
Tour of housing programs that have been a success in Roanoke-and could be in your community! Participation is limited to 23 on a first-come, first-served basis.
- 2:30 - 3 p.m. **Refreshment Break**
- 2:55 p.m. **Raffle Drawing in the Exhibit Hall**
Please note that Exhibit Hall closes at 3 p.m.
- 3 - 4:15 p.m. **Concurrent Sessions**
Breakout sessions
Management in the digital age
Healthy communities: Actions to encourage healthy communities
Rail safety issues: National, state and local concerns
Solar communities
A conversation with EPA

Monday, October 6

- 8 a.m. - 4 p.m. **Registration**
- 8 a.m. - 3 p.m. **Exhibits**
- 8 - 8:45 a.m. **Continental Breakfast Exhibit Hall**
- 9 - Noon **Opening session**
Keynote speakers
Terry McAuliffe (invited)
Bill Howell, Speaker of the House of Delegates
Senatorial candidates Sen. Mark Warner and Edward Gillespie (invited)
- Noon - 1 p.m. **NBC-LEO Program and Luncheon** (tickets required)

- 3 - 4:30 p.m. **Mobile workshop**
Tour of improvements to Elmwood Park and the Main Library, with a focus on the citizen engagement, use of local vendors and businesses and environmental enhancements. Led by City of Roanoke. Participation is limited to 23 on a first-come, first-served basis.

continues on next page

6 - 9 p.m.

Host City Night

Sponsored by City of Roanoke

Roanoke's Host City Night in Market Square is always a hit. The Monday night event will start with a reception in the newly-renovated Center in the Square, home of several museums, galleries and shops. Dinner will follow in the Market Square, and will include a variety of dishes from Roanoke's many excellent downtown restaurants, as well as some light jazz dinner music!

Noon-1:15 p.m.

Women in Local Government Luncheon (tickets required)

1:20-3 p.m.

Concurrent Workshop & Local Government Round Tables

Freedom of Information Act

University/Communities Connections

Local Government Roundtables

- Governmental prayers
- Walkable watersheds
- Urban deer management
- Combatting the problems of homeless veterans
- Arts & tourism districts
- Black bear project
- Electronic summons: Cutting back on paperwork for police
- Resources for small towns for planning
- Improving the dropout rate
- Non-partisan redistricting
- Improving dropout rates
- Conflict of interests
- HUBZones
- Revitalizing neighborhoods

Tuesday, October 7

7:45 - 8:45 a.m.

Annual Prayer Breakfast (tickets required)

Lynda McNutt Foster, Voltage Leadership Consulting

8 - 9 a.m.

Continental Breakfast

8 a.m. - Noon

Registration

9 - 10:30 a.m.

General Session

Imagining the world of 2020

Dr. Lowell Catlett, New Mexico State University's College of Agricultural, Consumer and Environmental Sciences

10:30-10:45 a.m.

Refreshment break

10:45 a.m.-Noon

City, Town and Urban Section Elections & Workshops

The annual meetings of the City, Urban and Town Sections include the election of the chair and vice chair of each section and a workshop. The chair of each section sits on the VML Executive Committee.

3:10-4:30 p.m.

Business Meeting & Election of Officers

5:30-6:15 p.m.

Reception

6:15-9 p.m.

Annual Banquet

Remarks by Incoming President
Presentation of Achievement Awards
Entertainment: Letters from Home:
A Tribute to the Andrews Sisters

Noon-1:15 p.m.

Group Luncheon

Sponsored by Virginia Municipal League Insurance Programs

