



Executive Committee Meeting  
The Hampton Roads Convention Center  
Hampton, Virginia

September 30, 2018 at 12:00

Action Agenda

- I. Call to Order
- II. Moment of Silence
- III. President's Comments and presentation
- IV. Additions to Agenda
- V. Consideration of Minutes from August 18, 2018
- VI. Financials and IT update
- VII. Proposed 2019 meeting schedule
  - a. January 24<sup>th</sup> Richmond
  - b. May 3-4<sup>th</sup> Roanoke
  - c. August 17-10 TBD
  - d. October 6<sup>th</sup>, Roanoke

Information/Discussion Agenda

- VIII. Presentation by VML/VACo Finance – Bob Lauterberg
- IX. Review of Conference Program
- X. Discussion regarding strategic partnerships
- XI. Building Update
- XII. Executive Director's Report
- XIII. Legislative Program and Schedule for VML Legislative Day
- XIV. Future Meetings:
  - a. January 8th, 2019 Finance Forum, Richmond Convention Center
  - b. January 24, 2019 Legislative Day, The Omni
- XV. Items Proposed for Discussion
- XVI. Adjournment

## MINUTES

### VML EXECUTIVE COMMITTEE MEETING

**Stonewall Jackson Inn, Staunton  
August 18, 2018**

**In attendance:** Jill Carson, Bob Coiner, Laurie DiRocco, Willie Green, Shannon Kane, Ophie Kier, Bridge Littleton, Christina Luman-Bailey, Anita James Price, A.D. “Chuckie” Reid, Tommy Smigiel, Gene Teague, Pat Woodbury.

**Call to Order.** President Woodbury called the meeting to order at 9:30 a.m.

**Consideration of Minutes from May, 2018.** Motion approved without objection.

**Travel and Professional Development Policies.** The Executive Committee discussed options for the amendment of current travel and professional development policies. Dr. Woodbury also mentioned the need for a subset of the Executive Committee to make decisions rather than the whole committee. No Action was taken.

**Guest Presentation.** Mayor Levar Stoney, Richmond, offered a presentation on State funding for public education. He expressed his deep concern for the state of public education funding from the State and asked that our localities to hold the state accountable for their share of public education funding.

**Nominating Committee.** All current members of the Executive Committee reviewed the President’s proposed VML Nominating Committee and it was approved.

**Business Affiliates.** There was general discussion around VML’s relationships with a number of outside entities, as well as around options to restructure VML’s Municipal Business Associates program. Shannon Kane agreed to work with VML staff on a proposal for the upcoming year.

**Executive Director’s Report.** Gowdy reviewed the Executive Director’s report. Discussion included a review of upcoming events; the Annual Conference; open staff positions at VML; and ongoing technology upgrades.

The Executive Committee went into closed session to discuss a matter pertaining to liability. No action was taken as a result of that closed session.

**Awards.** The Executive Committee discussed plans for awards at the Annual Conference, particularly GoGreen as it is the 10<sup>th</sup> anniversary of those awards. There was discussion of an upgrade to the GoGreen website and the Committee asked for 3 bids prior to moving forward with the upgrade.

**Legislative Matter.** Dr. Woodbury offered that she would be bringing a proposed legislative issue to the legislative committee regarding the licensure of people who work on microwaves, dishwashers, etc. No action was taken.

**Future Meetings.** The Executive Committee reviewed the date and location of the next meeting.  
a. September 30 – Hampton

**Adjournment.** The meeting was adjourned at 1:24 p.m.

Virginia Municipal League  
Balance Sheet  
As of 8/31/2018

	Actual
<b>Assets</b>	
Cash - Operating	\$1,479,461.59
Cash - FSA Account	4,412.95
Local Govnt Investment Pool	3,252,756.20
Regular Dues AR	27,345.00
VTC Magazine AR	-630.00
Miscellaneous AR (The AV Company)	-23,796.25
Building	200,395.00
Acc Depreciation - Building	-200,395.00
Land	144,799.54
Furniture, Etc.	89,120.14
Acc Dep - Furniture, etc.	-51,093.91
Leasehold Improve 13 E Frankln	282,109.25
Acc Dep - Leasehold Improvmnts	-82,947.96
Computer & Equipment	111,873.91
Acc Dep - Computer & Equipment	-75,709.69
Other Capital Expenditures	65,571.14
Acc Dep - Other Cap Expendituers	-55,199.29
<b>Total Assets</b>	<b>5,168,072.62</b>
<b>Liabilities</b>	
Miscellaneous Payables	944.20
FSA Payable prior to 1/06	2,073.82
Flexible Spending Acct Payable	4,761.22
Affiliate Investments	578,100.00
Accrued Vacation	65,143.47
Lease Obligation	12,540.88
Insurance Admin Fee Payable	21,560.63
<b>Total Liabilities</b>	<b>685,124.22</b>
<b>Fund Surplus:</b>	
Cur Unrstrict Bal/Mem Equity	3,195,626.05
YTD Net Income	1,287,322.35
<b>Liabilities &amp; Fund Surplus</b>	<b>5,168,072.62</b>

Virginia Municipal League  
Statement of Revenues and Expenses  
For the Two Months Ending 8/31/2018

	Annual Budget	YTD Budget	YTD Actual	Under/(Over) YTD Variance
<b>REVENUES</b>				
Membership Dues	\$1,178,240.00	\$1,157,806.00	\$1,165,906.00	(\$8,100.00)
Annual Conference	250,000.00	20,000.00	173,700.00	-153,700.00
Workshops/Seminars	31,000.00	9,383.34	10,450.00	-1,066.66
Advocacy	22,000.00	0.00	0.00	0.00
Investment Income	34,000.00	5,666.66	4,538.59	1,128.07
Publications	36,000.00	5,999.98	10,733.00	-4,733.02
Insurance Programs	900,000.00	225,000.00	237,500.00	-12,500.00
Sponsorships	143,000.00	7,000.00	0.00	7,000.00
Affiliated Groups	90,000.00	62,437.50	52,995.25	9,442.25
Miscellaneous Income	30,000.00	5,000.00	8,711.45	-3,711.45
<b>Total Revenues</b>	<b>2,714,240.00</b>	<b>1,498,293.48</b>	<b>1,664,534.29</b>	<b>-166,240.81</b>
<b>EXPENSES</b>				
Compensation and Benefits	1,541,000.00	256,000.02	164,162.70	91,837.32
Annual Conference	250,000.00	29,500.00	56,193.04	-26,693.04
Workshops/Seminars	25,000.00	5,500.00	29,506.34	-24,006.34
Travel	22,000.00	3,666.68	4,442.97	-776.29
Office Supplies & Postage	20,000.00	3,333.34	1,380.40	1,952.94
Office Maintenance & Equipment	28,000.00	4,066.68	838.27	3,228.41
Building Repairs & Utilities	37,000.00	6,250.00	5,108.39	1,141.61
Computer Services	206,000.00	34,350.00	13,921.36	20,428.64
Dues & Subscriptions	54,000.00	46,500.00	1,037.98	45,462.02
Insurance Expense	24,000.00	24,000.00	22,101.99	1,898.01
Professional Fees	57,000.00	21,166.66	12,158.26	9,008.40
Advocacy	197,000.00	37,627.78	46,507.52	-8,879.74
Publications	72,000.00	12,000.00	0.00	12,000.00
Executive Committee	33,000.00	5,499.98	3,826.05	1,673.93
Depreciation Expense	55,000.00			0.00
Miscellaneous	35,000.00	5,333.32	14,519.63	-9,186.31
Real Estate Tax	7,000.00			0.00
Accumulated Leave Earned	40,000.00		1,507.04	-1,507.04
<b>Total Expenses</b>	<b>2,703,000.00</b>	<b>494,794.46</b>	<b>377,211.94</b>	<b>117,582.52</b>
<b>Net Revenue</b>	<b>11,240.00</b>	<b>1,003,499.02</b>	<b>1,287,322.35</b>	<b>-283,823.33</b>
Checking Account			1,491,824.76	1,491,824.76
Invested Reserves			2,674,656.20	2,674,656.20

**VML Annual Conference Sunday, September 30**

8 am                      **Registration and Exhibitors Set-up**

12:00 – 4:30 pm        **Registration -Exhibit Hall**

12:00 – 2:30pm **Executive Committee-Board Room A (*working lunch*)**

2:45 – 5:00pm **Legislative Committee- Conference Room A**

4:00 – 5:00 pm **Nominations Committee-Board Room A**

1:00 – 5:30pm **Exhibit Hall Open**

**Exhibit Hall Stage**

*Innovation Awards on display*

*Attendees can use this area for Instagram photos, Facebook live, etc. (VML Banner background)*

4:30 – 5:30pm **Opening Reception -Exhibit Hall Stage**

*Remarks by Senator William M. Stanley*

5:30 pm                 **Board Buses for Host Night**

5:45 – 8:30pm         **Host Night- Fort Monroe**

**Monday, October 1**

8:00 – 9:00am **Continental Breakfast Exhibit Hall**

8:00am – 5:00pm       **Registration Exhibit Hall**

8:00am – 6:30pm       **Exhibit Hall Open**

9:45-11:45 am *VLGMA-PDC Meeting-Conference Room A*

9:00am                 **Opening Session- Ballrooms D-G**

Presiding: Dr. Patricia Woodbury, VML President

Presentation of Colors- Langley Air Force Base Honor Guard

Mayor's Welcome- Donnie Tuck, Mayor, City of Hampton

Report of Nominating Committee

Leading Virginia Forward, Governor Ralph Northum

VML President's Report

10:00-10:45 a.m.       **Meet the Candidate**

Corey A. Stewart, Candidate for United States Senate

1045 – 1100 am        Break

11:00– 11:45a.m.      **Meet the Candidate**

Senator Timothy M. Kaine

12:00-1:15 p.m. **Lunch-Exhibit Hall**

12:00 – 1:15 p.m. **VLGMA Lunch-Conference room BC** (*ticket required*)  
*Presiding* Joseph Casey, County Administrator, Chesterfield County  
*Speaker:* Levar Stoney, Mayor, City of Richmond

12:00 – 1:15 p.m. **NBC LEO-Conference room D** (*ticket required*)  
*Presiding:* Willie Greene, Council Member, City of Galax  
*Speaker:* Tina Vick, Vice Mayor, City of Newport News

1:30 – 5:00 p.m. **VLGMA Board Meeting-Conference Room A**

1:00 – 3:30 p.m. ***Quick Takes – Exhibit Hall Stage***

**1:00 p.m. Making Heads Count**

Barbara Jones, Census Program Manager, Engage Virginia  
Ronald Brown, Partnership Specialist, US Census Bureau

**1:30 p.m. FirstNet and You**

Thomas Crabbs, Virginia Statewide Interoperability Coordinator

**2:00 pm AT&T FirstNet Updates**

**2:30 pm Doing More with Less; How to acquire goods/services faster, cheaper, and more efficiently**

Matt East, Program Manager, US Communities

**3:00 pm Verizon**

1:00 – 3:00 pm **Mobile Workshop- Academies of Hampton\*** *Bus departs from front of convention center at 1 pm*

*Presiding: Anita James Price, Council Member, City of Roanoke*

*Hosts: Jeffery Smith, Superintendent Hampton City Schools*

*Mary Bunting, City Manager, City of Hampton*

The tour is restricted to 35 attendees. First come, first served! The bus will depart from in front of the Convention Center at 1:00 p.m. for a site visit of Bethel High School, one of The Academies of Hampton. School Superintendent Jeffrey Smith and Hampton City Manager Bunting will provide an overview of the Academies of Hampton transformation process. Following the presentations, the Academies of Hampton Student Ambassadors will conduct a student-led tour of the Academy of Law and Public Safety, the Governor's Health Sciences Academy, and Freshman Academy. The site visit will finish with a Q&A session, with departure promptly at 3 p.m. The VML representative on the tour will be Anita James Prices, Council Member, City of Roanoke.

2:00 – 3:15pm **Section Elections and Meeting**

**City Section-** Presiding Willie Greene, Council Member, City of Galax-**Room 102/103**  
**Citizen Centric Budgeting**

John Stehle, Council Member, City of Fairfax  
David Meyer, Mayor, City of Fairfax  
Ann Ebberts, CEO, Association of Government Accountants

**Town Section** – Presiding A.D. Reid, Vice Mayor, Town of Farmville–**Room 104/105**

**What’s Happening in your Town? Facilitated discussion**

Gerry Spates, Town Manager, Town of Farmville  
A.D. Reid, Vice Mayor, Town of Farmville

**Urban Section**–Presiding Shannon Kane, Council Member, City of Virginia Beach-  
**Room 106/107**

**Economic Development and Job Creation**

Steven Moret, President and CEO, Virginia Economic Development Partnership

3:30 – 5:00 pm **Concurrent Workshops**

**VHDA – Room 108/109**

*Presiding: Thomas R. Smigiel, JR. Council Member, City of Norfolk*

*Panel Members*

Chris Thompson, VHDA Director of Strategic Housing  
Helen McIlvaine, Director, Office of Housing, City of Alexandria  
Karen Prochilo, Housing Development Administrator, City of Virginia Beach

**The Future of Energy in Virginia–Room 102-103**

*Facilitator: Preston Bryant, McGuireWoods Consulting*

*Panel Members*

Katharine Bond, Senior Policy Director, Dominion Energy  
Ronald Jefferson, Director External Affairs, Appalachian Power Company  
Tyson Utt, Vice President of Development, Apex Clean Energy  
John Warren, Director, Department of Mines, Minerals, and Energy

This workshop will include a discussion of Virginia’s rapidly changing energy landscape. It includes representatives from Virginia’s major utilities, renewables developers, and regulators. The panelists will discuss how conventional energy generation is evolving, the growth in wind and solar, the importance of energy efficiency, how energy use is changing, and the challenges facing regulators.

**Legal Updates -Room 104-105**

*Presiding Bridge Littleton, Mayor, Town of Middleburg*

*Speaker Lisa Soronen, Executive Director, State and Local Legal Center*

The past Supreme Court term has been one of the biggest in recent memory for cities. This session will review some of these cases including the internet sales tax case, the travel ban, and a number of First Amendment free speech and Fourth Amendment search cases involving local governments. This session will also include a discussion about what last

term says more generally about the Supreme Court and our democracy (including and beyond cities) and the impact of Justice Kennedy's retirement.

**Elections and Mis-assigned Voters – Room 106-107**

*Presiding, Bill Mckenna, Council Member, Town of Herndon*

*Speaker Christopher Piper, Commissioner, Virginia Department of Elections*

The Virginia Department of Elections has been auditing street segments for potential district discrepancies. Following the presentation on issues uncovered during the Department's review of potential discrepancies, there will be a discussion will focus on how localities should resolve these discrepancies and provide guidance on how the department, locality and the Registrar can work together to resolve these issues.

5:00-6:00 pm Virginia First Cities Meeting – Room 101

5:15–6:30pm **Awards Reception Exhibit Hall Stage**

5:30 pm **HEAL Awards Presentation**  
Presiding Dr. Patricia Woodbury,  
VML President, Council Member Newport News

Presenter- Sydney Daigle, Program Manager,  
Institute for Public Health Innovation

6:00 pm **Go Green Award Presentation – Exhibit Hall Stage**  
*Remarks - Matt Strickler, Commonwealth of Virginia, Secretary of Natural Resources*  
*Award Presentations -Christina Luman-Bailey, City of Hopewell Council Member*

6:30pm Dinner on your own  
7:00 – 8:30 pm Outgoing President Reception, invitation only,  
*(Mercury Ballroom Embassy Suites)*

**Tuesday, October 2**

7:45 – 8:45am **Past President's Meeting** – Raptor Board Room Embassy Suites

8:00 -9:00 am **Continental Breakfast Exhibit Hall**

8:00 – 10:00 am *Jasmine Gore – Room 205 (meeting)*

8:00am–1:00 pm **Registration and Exhibit Hall Open**

**Concurrent Sessions 9:00 – 10:15 am**

**FOIA – Room 106/107**

*Presiding Gene Teague, Mayor City of Martinsville*

*Speaker-Eric Helms Monday, City Attorney, City of Martinsville*



An overview of the Virginia Freedom of Information Act, including: how to respond to “recreational requestors,” handling the social media of both the media and members of the governing body, and protecting sensitive material. Virginia FOIA can be a potentially scary process, but it does not have to be that way.

**Opioid Lawsuits- Room 108/109**

*Presiding Ophie Kier, Vice Mayor, City of Staunton*

*Speaker-W. Edgar Spivey, Kaufman & Canoles, P.C.*

This discussion will be about the Opioid lawsuits filed on behalf of both the state and individual localities. Discussion will include the pros and cons of localities participating in these lawsuits.

**Healthy Communities-Room 102/103**

*Presiding, Robert K. Coiner, Mayor, Town of Gordonsville*

*Panel Members*

Sydney Daigle, Program Manager, Institute for Public Health Innovation

Michael Winborne, Management Analyst, City of Richmond Human Services

David Meyer, Mayor, City of Fairfax

Jon Stehle, Council Member City of Fairfax

Michael DeMarco, Council Member, City of Fairfax

This workshop will focus on how localities can use healthy eating and active living policies and practices to help reach their economic development goals. This session will include a brief overview of the intersections of HEAL and economic development and resources available to support communities.

**Local Fiscal Sustainability: Can Tax Reform Help-Room 104/105**

*Presiding, Laurie DiRocco, Mayor, Town of Vienna*

*Speaker-Jim Regimbal, Fiscal Analytics*

Presentation will provide an overview and outlook for state and local finances in Virginia.

It will also look at the challenges our governments face in financing known needs. It will also look at some options available through tax reform in the coming General Assembly Session to help meet these funding challenges and needs.

**BRPA/MEPAV Workshop – Room 201-202**

**Job Creation and Retention in A Changing Energy Landscape: Lessons from Virginia**

**Facilitators**

*Alice Wolfe, General Manager, Blue Ridge Power Association*

*Tom Dick Municipal Electric Power Association of Virginia*

*Speaker-Thomas C. Tuttle, Ph.D., President, Tuttle Group International*

Technological change, globalization, and climate change are disrupting markets around the world. The changing energy market is providing residential, commercial and industrial customers with more choices in how they procure and consume energy. This presentation will examine ways that Virginia public power systems can respond to their citizens changing energy needs and discuss factors that assist and hinder this response. *This workshop is for BRPA/MEPAV members but also open to any conference attendee.*

**Concurrent Sessions 10:30 – 11:45 am**

**Broadband Wireless – Room 106/107**

*Presiding, Willie Greene, Council Member, City of Galax*

*Speaker- Courtney Dozier, Chief Deputy, Virginia Department of Housing and Community Development*

This will be a discussion on the state tools available to localities to expand broadband service in their localities as well as an update on DHCD's broadband programs.

**Conflict of Interest Act – Room 104-105**

*Presiding, A.D. Reid, Vice Mayor, Town of Farmville*

*Speaker- Sharon Pandak, Partner Greehan, Taves and Pandak*

This session will cover information about COIA in addition to providing practical tips and discuss scenarios in which local officials often find themselves involved in.

**New Developments in Human Services-Health Care Expansion – STEP-VA**

**Room 108-109**

*Presiding, Christina Luman-Bailey, Council Member, City of Hopewell*

Speakers

Dr. Jennifer Lee, Director, Department of Medical Assistance Services

Heidi Dix, Deputy Commissioner, Department of Behavioral Health and Developmental Services

The Virginia General Assembly recently approved health care expansion through Medicaid, which will go into effect Jan. 1, 2019. The General Assembly has also approved changes in service requirements of Community Services Boards through STEP-VA. This session offers two experts who will describe these new developments and how they will affect communities.

**Preparing for Emergencies and Disaster Management-Room 102/103**

*Presiding, Thomas R. Smigiel, Jr., Council Member, City of Norfolk*

*Speaker - Virginia Department of Emergency Management Staff*

As the coordinating agency for the Commonwealth's preparedness, response, and recovery functions related to natural and man-made disasters, the Virginia Department of Emergency Management is deeply engaged with our local public officials to ensure the delivery of rapid, seamless, and proactive resources. The Virginia Department of Emergency Management will be discussing the role of the local public official before, during, and after a disaster, as well as sharing lessons learned from the local emergency management perspective of the integrated and collaborative approach when dealing with large-scale incidents.

**Veterans Affairs- Room 201-202**

*Presiding, Jasmine Gore, V3 Program Analyst, Department of Veterans Services*

*Speaker-Christopher Byrd, V3 Core Curriculum Developer, BSquared Consulting*

The Virginia Values Veterans (V3) Program will host an exclusive training for interested VML Conference attendees. Participants will be eligible to earn V3 Certification from the Office of the Governor, which is administered under the Virginia Department of Veteran Services (DVS). This training includes information and resources available for employers to help implement best practices in recruiting, hiring, and retaining highly-skilled and dependable Veterans. Participants in this training will be eligible to earn SHRM and HRCI credits for their localities Human Resource departments.

11:45am

**Guest Lunch activity (pre-registration required)**

***Painting with Wine and Design- Embassy Suites Mercury Ballroom***

12-1 p.m.      **Women in Local Government Lunch** (*ticket required*) **Conference Room A**  
Chris Snead, Council Member, City of Hampton  
Linda Curtis, Council Member, City of Hampton

12:00                      **Lunch Exhibit Hall** (*closes after lunch*)

12:30 – 3 p.m.   **Voting Credentials can be picked up outside Ballrooms D-G**

1:15- 2:45pm    **General Session Ballrooms D – G**

**Creating Safe Spaces**

*Presiding, Jill Carson, Council Member, Town of Pennington Gap*

*Speaker- Gary Dillon, Law Enforcement Specialist, VMLIP*

More people seem willing to use violence to address their problems and express their grievances. Much of this violence spills over into workplaces and results in disgruntled workers, visitors, clients, patients, students, etc. resorting to violence as a means to resolve their problems. This session will focus on steps that localities can take to keep their workplaces, employees and clients as safe as possible. Preparation and planning will not solve the problem of workplace violence but can help ensure a better outcome for all involved.

2:45 - 3:15 pm      **Why Grassroots advocacy matters**  
*VML Legislative Staff, Neal Menkes, Janet Areson, Michelle Gowdy*

3:30 – 10 pm        *Band Dressing and Eating Room 205*

3:30 -5:30 pm      **Annual Business Meeting Ballrooms D – G**  
Election of officers for 2018-2019  
Adoption of 2019 Policy Statement  
Adoption of 2019 Legislative Program  
Invitation to Roanoke 2019

5:30 – 6:30 pm    Pre-Function Area for Executive Committee – **Room 208**

6:00 – 6:30pm      **Reception- Foyer Ballroom AB and Terrace**

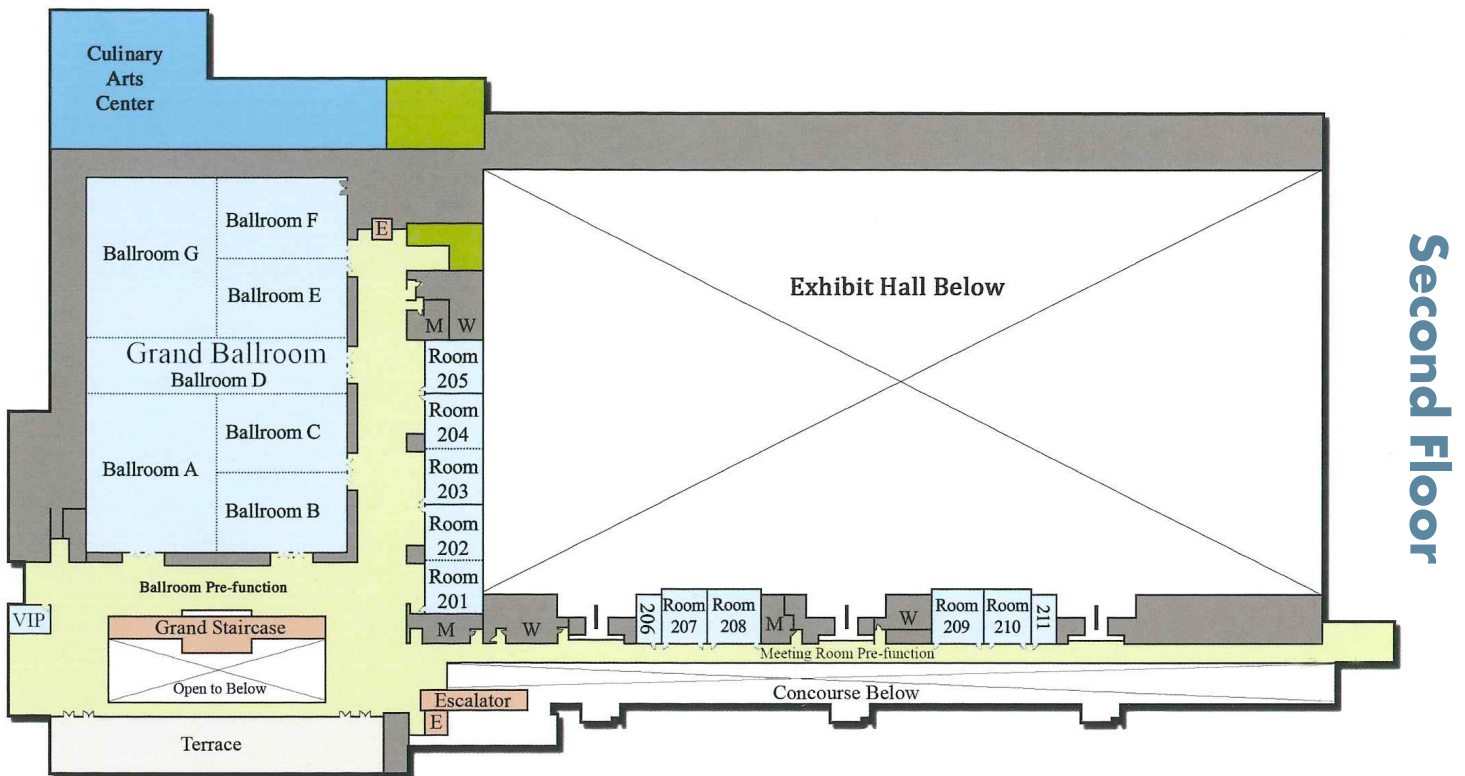
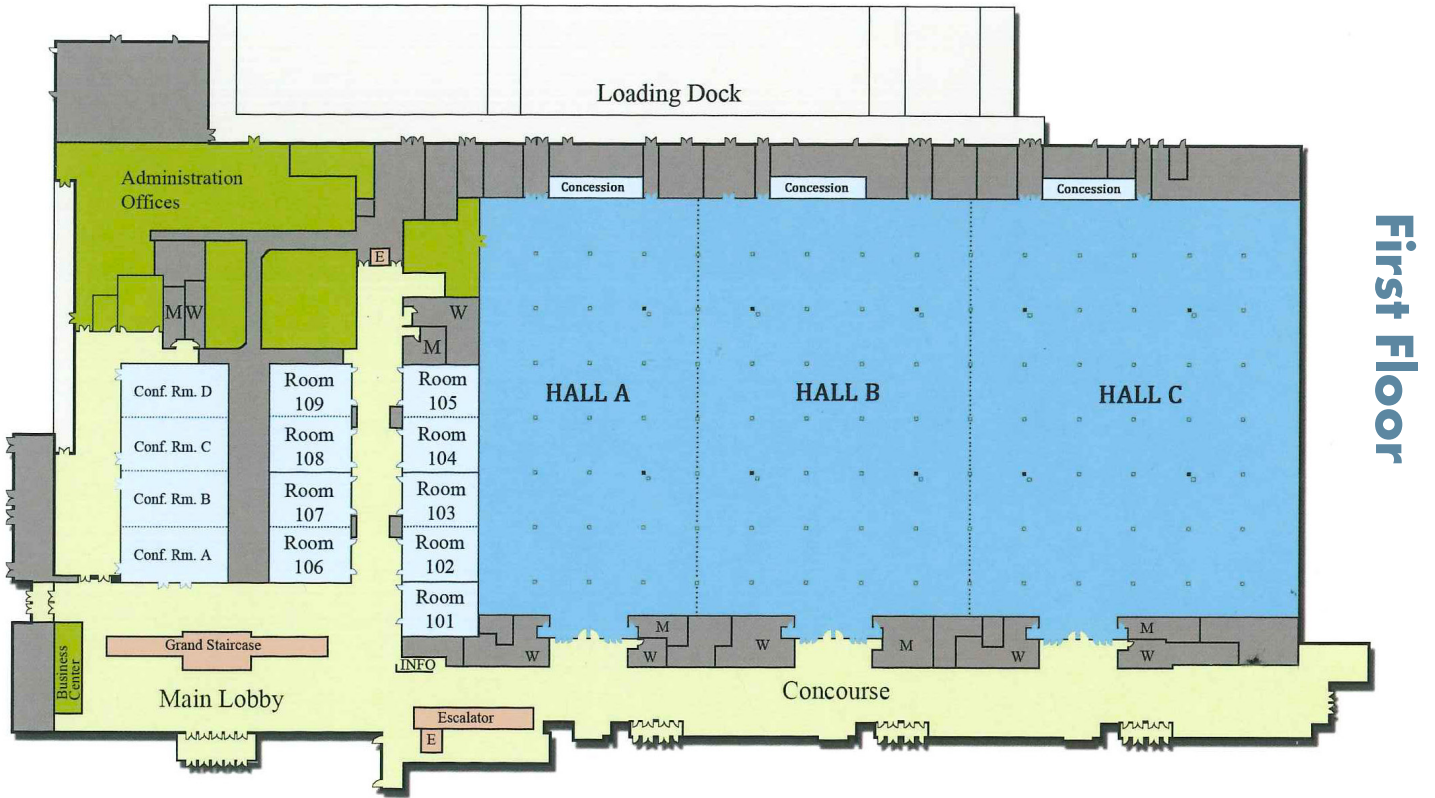
6:30pm – Banquet    **Ballroom ABC**  
Remarks from outgoing President Dr. Patricia Woodbury  
Remarks from incoming President Anita Price  
Innovation Award Presentations  
Musical Entertainment by **SLAPNATION**

8 – 10 pm            *Coffee Bar Room 201*

**Wednesday, October 3**

8 – 9 am              Executive Committee Meeting- Embassy Suites *Salon C*

# Hampton Roads Convention Center Floor Plan





## Conference Presiding Information

- Please try to arrive at the workshops 10 minutes in advance.
- A VML Staff person should already be in the room with a copy of suggested presiding officer remarks and any speaker bio information for introductions
- If you get there and for some reason there is no one there, we have a Room 101 as a check in room and all session packets will be in that room.
- The staff person will ensure the room is properly set up
- Greet the speakers and facilitate an introduction to you and the speaker
- Monitor the session to ensure AV is working, temperature etc.
- Please remember to thank the speakers and provide any messages to participants (staff will provide this information to you)

**2019**



# Finance Forum

**Cosponsored by VML and VACo**

## **5 hours you won't want to miss!** **January 8, 2019 – Richmond**

THIS YEAR'S VML FINANCE FORUM will be held on Tuesday, January 8, 2019 from 10 a.m. until 3 p.m. at the Greater Richmond Convention Center, 403 N. 3rd Street, Richmond, VA 23219.

**Topics:** The forum provides an excellent opportunity for local elected officials and staff to be brought up to date on a number of important issues.

**Who should attend:** Members of city and town councils and county boards of supervisors, managers and administrators, budget and finance officers, legislative liaisons and other interested local government staff.

**Registration:** You can register yourself and others online at [www.vml.org](http://www.vml.org). The cost is \$65. Cancellations must be made in writing by December 30, 2018.

**Questions:** Contact Leslie Amason at (804) 523-8528 or [lamason@vml.org](mailto:lamason@vml.org).



# 2019

# VML

# LEGISLATIVE DAY

## Thursday, Jan. 24, 2019

VML's 2019 special legislative event will provide an outstanding opportunity for local government officials to interact with members of the General Assembly.

**Location:** Omni Hotel Richmond, 100 S. 12th Street, Richmond, VA 23219

**Schedule:** 3 - 5:30 p.m. Keynote address by Governor Ralph Northam; legislative briefings  
5:30 - 7 p.m. Reception

**Quality reception.** We will once again host a high quality reception that will facilitate members of the General Assembly meeting with local elected officials. All legislators from both chambers have been invited by VML to attend the reception, which will be held at the Omni Hotel Richmond.

**Make appointments with state legislators.** By conducting the briefing on important legislation at 3:00 p.m., local officials will have time to meet with their delegates and senators earlier in the day. (Briefing materials on specific issues will be distributed the week prior to the event). Also, for those attendees who spend the night in Richmond, you may choose to make appointments for the following morning as well.

**Hotel reservations.** A block of rooms has been set aside at the Omni Hotel, 100 S. 12th Street, Richmond, VA 23219. Telephone: (804) 344-7000. A group rate of \$132 is available through January 2, 2019.

**Registration.** Register online at [www.vml.org](http://www.vml.org). The cost is \$50. Cancellations must be made in writing by Jan. 17, 2019.

Contact Leslie Amason at (804) 523-8528 or [lamason@vml.org](mailto:lamason@vml.org) with questions.

