

# Update



VML Annual Conference  
Virginia Beach, Oct. 14-16

The newsletter of the  
Virginia Municipal League

## DIRECT AID FOR EDUCATION

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## Cost of maintaining status quo to increase

Just maintaining the status quo in direct aid for education will cost the state an additional \$194 million in fiscal year 2003 and an additional \$218 million in fiscal year 2004, according to figures presented to the State Board of Education at its Sept. 26 meeting in Richmond.

Most of the projected increase is attributable to increases in the costs of meeting the state share of the Standards of Quality, according to Assistant Superintendent of Public Instruction Daniel S. Timberlake, who made the report to the board.

These "technical" revisions account for changes in factors such as enrollment, health insurance premiums, inflation, sales tax revenues and textbook reimbursements.

The projected increase represent technical revisions in the budget only and do not reflect any changes in policy. The technical revisions will be updated to reflect revised composite index figures and the final special education child counts, when those figures become available. ♦

## Virginia Cares seeks maintenance of effort in education funding

State funding formulas should be designed to prevent any political subdivision from obtaining a relative advantage by reducing local tax effort, according to a paper presented by Virginia Cares to the Sept. 26 meeting of the State Board of Education.

Virginia Cares is a consortium of organizations that support increased funding for the Standards of Quality. Its membership is comprised primarily of school board representatives, although three counties and some local education associations also have joined the initiative.

The spokesperson for Virginia Cares was Lucy S. Beauchamp, chairman of the Prince William County School Board.

VML has a long-standing position in opposition to maintenance of effort provisions other than one associated with the Standards of Quality. VML opposes maintenance of effort provisions for these reasons:

- They penalize those localities that have made sacrifices and gone beyond the minimum state requirements to fund public education by requiring that this discretionary spending be continued.

- They perpetuate and even deepen disparity in resources among the school divisions by requiring that localities with a high level of discretionary spending continue to spend at that level, which means that those localities will be required to continue to spend more than localities with fewer resources.

- The amount of local funding for education should be tied to its share of the actual costs of providing education, not to what localities have spent in previous years. If the state thinks localities should spend more, the state has the authority to increase its standards, which would necessitate increased state and local funding.

- They will serve as a disincentive to

## FROM THE CAPITOL

Virginia Cares  
continued...

localities to fund new and innovative projects, for fear of being required to maintain a particular funding level.

- They do not take into account changing local circumstances and budget realities.

Beauchamp presented a paper listing 18 guiding principles for state education funding, of which the maintenance of effort issue was one. Some of the other principles promoted by the consortium include:

- Funding formulas should be fair to all affected citizens and taxpayers.
- A composite index should be used.

- The state should pay its fair share of compliance costs for state and federal mandates.

- Capital costs should be included in funding formulas.

- The SOQ should reflect current practice.

- The estimate of the cost of the SOQ should be realistic.

- When the Standards of Learning and Standards of Accreditation are revised, the SOQ should be examined to see if revisions there are necessary as well. ❖

Authorities study  
worth watching

The Commonwealth Competition Council is assembling a list of authorities, special districts and commissions in conjunction with SJR 382, enacted during the 2001 session of the General Assembly. While this may be a needed and even laudable goal, some members of the Competition Council evidently feel the compilation is necessary because local governments are somehow surreptitiously creating and operating these authorities.

One member of the council stated at a recent meeting of a task force working on the study that “counties and even individual supervisors were illegally creating authorities” that were then going on to issue debt. A further criticism raised by the member was that the authorities relied on bond firms in New York (instead of in Virginia) for financial services, and that this was another issue into which the council should look.

The stated directive of SJR 382 is that the council prepare a plan for the development of a system and review process to implement and maintain a statewide database of nonprofit and not-for-profit entities that could be accessible through

the Internet. (In addition to quasi-governmental agencies the council is gathering information on some 19,000 other nonprofit groups.)

The Secretary of the Commonwealth, the Commission on Local Government, the state Division of Legislative Services and the Auditor of Public Accounts all maintain lists of authorities and other quasi-governmental units. By consolidating these various lists, a total of close to 600 of these units have been identified. In addition, the council is considering surveying state agencies and local governments in an attempt to identify any further agencies that have been created.

The task force also reviewed legislation from Georgia that establishes a Local Government Authority Registration Act. The legislation states that authorities that fail to register with the designated state agency “shall not incur any debt or credit obligation.”

At least one of the participants at the meeting spoke in support of the law and proposed that Virginia’s law should take the approach that if an authority did not register, then it would be considered an illegal body. ❖



## FROM THE CAPITOL

## Preparedness and security panel begins meetings

**G**ov. Jim Gilmore recently appointed a task force to examine the state's emergency preparedness in light of the Sept. 11 terrorist attacks.

The panel includes state law enforcement, businesses, state legislators, health care providers, and two local public safety officials. The panel first met Sept. 28 in Richmond, and will issue its report and recommendations Nov. 30.

At its first meeting, Gilmore charged the panel with three objectives:

Develop an analysis of specific target areas within Virginia. This will include regional public meetings in Northern Virginia, Hampton Roads and Southwest Virginia. It would also include a meeting

with Virginia Tech experts on chemical, biological and nuclear attacks, as well as identifying risks and threats. This will include meetings to understand the needs and responsibilities of "first responders" – local fire, EMS and police; and

identify proposed policy, procedures, laws and funding priorities to address any gaps or threats to Virginia's preparedness.

The panel is chaired by Wayne Huggins, former superintendent of the State Police and president of Omniplex International. Local members are Ed Plaughter, Arlington County fire chief, and Col. Henry Stanley, Henrico County chief of police. ❖

## REGULATIONS

### Intended Regulatory Action

Minimum Standards for Virginia Delinquency Prevention and Youth Development Act Grant Programs. The proposed action is to emphasize the coordinating role of the Offices of Youth in youth development and delinquency prevention programs. The amendment emphasizes the Office on Youth's responsibility in planning for and evaluation of community youth development and delinquency prevention programs. Although delivery of direct services by offices on youth is de-emphasized, the amendments place additional quality control requirements on those programs that are directly delivered by offices on youth. Those requirements closely follow minimum standards already in effect for other nonresidential programs regulated by the Board of Juvenile Justice. The agency does not intend to hold a public hearing. Contact Donald Carignan, Department of Juvenile Justice, at 804/371-0743 for additional information.

Rules Relating to Compulsory Minimum Training Standards for Law-Enforcement Officers. The proposed action is to amend the regulation to include physical training standards as a party of entry-level training for law-enforcement officers. A public hearing will be held.

Contact Judith Kirkendall, Department of Criminal Justice Services, at 804/786-8003 for additional information.

Rules Relating to Compulsory In-Service Training Standards for Law-Enforcement Officers. The regulation sets forth minimum training standards for continuing education and training of personnel in the positions noted in the title. In 1998, JLARC conducted a study that resulted in several recommendations for improvement of in-service training standards. The areas affected are legal training, job related training, and career development training. A public hearing will be held. For additional information, contact Judith Kirkendall, Department of Criminal Justice Services, at 804/786-8003.

Standards for Nonresidential Services Available to Juvenile and Domestic Relations District Courts. Regulations have been proposed to ensure that court services are as uniform as practicable throughout the Commonwealth. This regulation is intended to tighten a wide range of procedural practices by court services units, with the goal of ensuring uniform statewide services that meet minimum established services levels. The department has introduced a statewide manual of standard operating procedures for court services units, and the amendments formalize many of the procedural instructions included in that manual. In addition, certain existing standards will be made more flexible to allow court services units to take into account the circum-

stances of a particular case based, for example, on a juvenile's risk of re-offending, and taking into account the length of time a committed juvenile will serve in a juvenile correctional setting before returning to the community on parole. The agency intends to hold a public hearing. Contact Donald Carignan, Department of Juvenile Justice, at 804/371-0743 for additional information.

### Proposed Regulations

Rules Relating to Compulsory Minimum Training Standards for Dispatchers. The Criminal Justice Services Board has proposed amendments to replace the specified minimum number of hours of training and the lists that specify general areas to be addressed in classroom and on-the-job training with requirements that dispatchers demonstrate specific performance outcomes while at a certified training academy and on the job. A public hearing will be held. Written comments may be submitted until November 23, 2001. For additional information, contact Judith Krikendall, Department of Criminal Justice Services, at 804/786-8003. ❖

## AT THE LEAGUE

VML Annual  
Conference  
reminders

If you're planning on attending the VML Annual Conference in Virginia Beach Oct. 14-16, here are few reminders:

## Site of golf tournament changes

Please remember that the golf tournament is being played at the Red Wing Lake Municipal Golf Course, 1080 Prosperity Road, not The Signature at West Neck.

## Banquet tickets required

This year banquet tickets will be collected at the entrances to the banquet hall. You *must have your banquet ticket* or be on the list of full-paying conference registrants or guests in order to attend the annual banquet and Big Band Dance, featuring the Kings of Swing. ❖

Indonesian  
delegation visits  
league

Several municipal and county officials from Indonesia and members of international aid organizations spent the afternoon at VML's offices on Oct. 2.

The International City/County Management Association arranged the meeting. Those attending the meeting included: The executive director of the Association for Provincial Government of Indonesia, the executive director and associate vice president of the Association of Indonesian Regency Government (the equivalents of counties in Indonesia), the executive director of the Association of Indonesian Municipalities, an official with the Ministry of Home Affairs and Regional Autonomy, a U.S. Agency for International Development official, ICMA staff and several VML staff members.

A particularly interesting fact learned was cities in Indonesia are independent of counties, just as they are in Virginia. As in Virginia, town governments are a part of a county in Indonesia. Indonesia is a more densely populated country than the U.S.; the average size of a city in Indonesia is 400,000.

A year ago the central government in Indonesia legislatively created three local government associations for the purpose of developing and supporting local autonomy and decentralized local governance. The visiting officials essentially are building local government associations from the ground up. The three issues league staff discussed with the officials were advocacy, communications and member services. ❖

Water, sewer rate  
survey complete

The 13th Annual Virginia Water & Sewer Rate Survey Report, compiled by Draper Aden Associates in cooperation with VML and VACo, has been mailed.

As in the past, the survey reflects a rise in water and sewer rates across the state. There was a 60 percent response rate.

More than 900 copies of the report will be mailed throughout the state; they will also be available at Draper Aden's Virginia offices and at the firm's booth at the VML Annual Conference in Virginia Beach.

If you need more information about the survey, contact Draper Aden Marketing Coordinator Cathy Hanks at 540/552-0444. ❖

Covington seeks GIS grant  
funding information

The city of Covington's Geographic Information System is approximately 85-90 percent complete. City staff are proofing data and would like to invest in Arc IMS to host the GIS on an internal server and publish it on its web site. The city's GIS consultant now hosts the site.

The software is an ESRI product and ESRI has grant funds available for counties through ESRI and NACo. Covington is not eligible for these funds and is looking for information on who it might talk to about assisting in the development of the same program for cities that exists with counties.

Contact: Kim W. Woodson, Covington's information technology coordinator, at 540/965-6301 or kwoodson@covington.va.us. ❖

## POSITIONS

Longer version of job ads posted at [www.vml.org](http://www.vml.org)

BECAUSE OF A STEADY increase in the number of requests it receives to publish job advertisements, VML has been forced to reduce the length of the descriptions of positions it advertises in *Update*. A full version of all of the job listings published here appears on VML's web site at [www.vml.org](http://www.vml.org). If you are interested in finding out more about a position, we encourage you to visit the VML site and click on "Marketplace" to read the complete description. ♦

### Police and Emergency Management Planner, Hampton

SALARY: \$31,600 (+) benefits. Develops, plans and implements citywide emergency disaster plans and emergency preparedness training activities. Conducts exercises designed to test adequacy of emergency plans. Reqs. knowledge of state and federal laws regarding emergency preparedness; knowledge of statistical analysis and interpretation, presentation skills and effective communication and facilitation skills. Submit city application to: Department of Human Resources, 22 Lincoln St., 4<sup>th</sup> fl., City Hall, Hampton, VA 23669 or e-mail to: "hrdept@hampton.gov. Visit [www.hampton.gov/hr](http://www.hampton.gov/hr). For more info., or to request an accommodation, call 757/727-6345, or FAX 757/727-6449. Deadline: Oct. 19. EOE.

### Chief Planner, Petersburg

SALARY: \$32,352-\$52,642 range. Performs difficult professional work handling a variety of assignments in social, physical and economic planning; develops and administers community development activities of the city., e.g., citizen participation activities, redevelopment and conservation projects, relocation, demolition and related projects. Submit application and/or resume and reqs. for needed accommodations to: City of Petersburg, Human Resources Department, 103 W. Tabb St., Petersburg, VA 23803. Visit [www.petersburg-va.org](http://www.petersburg-va.org) for more information. Deadline: Nov. 2. EOE.

### Zoning Officer, Front Royal

SALARY: \$31,595-\$45,760 DOQ (+) benefits. Essential functions include enforcement of zoning/subdivision ordinances, and environmental codes; review site/subdivision plans; and assist contractors, architects and general public. Reports to dir. of planning. Will acquire thorough knowledge of Front Royal's zoning and subdivision ordinances and environmental codes. Ability to read and interpret blueprints, site plans and architectural designs req. Applications are available and will be accepted at Town Hall, 16 N. Royal Ave., P.O. Box 1560, Front Royal, VA 22630, (540) 635-3929, TFRPERSL@SHENTEL.NET. Open until filled.

### Civil Engineer IV, Norfolk (Utilities Department)

SALARY: \$49,574-\$79,250. Supervise professional, technical and clerical employees working with water/wastewater design and construction contracts, plans, specifications, and cost estimates; prepare/ administer operating and capital improvement budgets. Qualifications include a bachelor's degree in civil engineering, and 5 yrs. of increasingly responsible experience in design and construction of utility facilities, including at least 2 yrs. supervisory experience or equiv. Reqs. a professional engineer's license. Apply, using position number (#1337), to: Department of Human Resources, City of Norfolk, 100 City Hall Bldg., Norfolk, VA 23501. Closing date dependent upon applicant response. EOE.

### Civil Engineer III, Norfolk (Utilities Department)

SALARY: \$46,460-\$74,274. Supervise professional, technical and clerical employees working with water/wastewater design and construction contracts, plans, specifications, and cost estimates; assist with preparation of operating and capital improvement budgets. Qualifications include a bachelor's degree in civil engineering, and 4 yrs. of experience in design and construction of utility facilities, including at least 1 yr. of supervisory experience or equiv. Reqs. a professional engineer's license. Apply, using position number (#1994), to: Department of Human Resources, City of Norfolk, 100 City Hall Bldg., Norfolk, VA 23501. Closing date dependent upon applicant response. EOE.

### Director of Financial and Management Services, York County

SALARY: Negotiable (+) benefits. Responsible to county administrator for overall direction of one of 5 major depts. Work

involves all aspects of financial management, computer support services, gov't. procurement, personnel management and administration, and real estate assessment. Evaluate operational systems for which management oversight exists and provide guidance for development and implementation of changes to those systems. York County application is required and may be obtained from the Human Resources Office, 120 Alexander Hamilton Blvd., Second Floor, Yorktown, VA; from the county's web site [www.yorkcounty.gov](http://www.yorkcounty.gov); or by calling 757/890-3690. Hearing impaired only call TDD 890-3300. Open until filled. EOE

### Planner I, Warren County

SALARY: \$28,273 to start DOE/DOQ (+) benefits. Assist with operation of Planning Department; participate in organizing and directing planning and zoning activities, services, programs and staff; review applications for conditional use permits and rezonings, and perform site plan and subdivision plat review; coordinate work with the county administrator, planning director and other department directors; provide staff support for boards and commissions. Any comb. of educ. and exper. equiv. to graduation from an accredited college or university with a degree in planning or related field and experience in professional planning. Master's degree preferred. Applications available in the County Administrator's Office, 220 N. Commerce Ave., Suite 100, Front Royal, VA 22630, or by calling 540/636-4600. Open until filled. EOE.

### Emergency Response (E-911) Communications System Director, Dinwiddie County

SALARY: \$37,305 to start. Under general supervision of the county administrator, new position will manage the operation of the new county emergency response communications center (E-911). County application, including references and a brief salary history, must be submitted to: Office of the County Administrator, Pamplin Administration Building, 14016 Boydton Plank Road, Dinwiddie, VA 23841. County application, along with a full job description, may be obtained at same address by calling (804) 469-4500. Open until filled. EOE.

### Neighborhood Improvement Specialist, Herndon

SALARY: \$44,550-plus DOQ. Work with residents and homeowners associations to strengthen neighborhoods. Must have

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## POSITIONS

bachelor's degree in planning or related field, bi-lingual in English and Spanish desirable, have 3-plus yrs. working with community groups and possess knowledge of state and federal housing programs and resources. 40 hrs./week, some evening and weekend hrs. Call 703/481-1185 or e-mail [jobs@town.herndon.va.us](mailto:jobs@town.herndon.va.us) for information/application or visit our website at [www.town.herndon.va.us](http://www.town.herndon.va.us). Open until filled. EOE.

#### Economic Development Director, Leesburg

SALARY: \$66,139-\$85,981 hiring range. (Pop. 30,000 +) Attract and retain quality economic development prospects and assist existing businesses; supervise tourism coordinator, downtown consultant and grant administration. Should have exper. in retaining and enhancing historic downtowns, particularly programs such as Mainstreet USA, and skills to serve as a central point of contact for businesses, developers and contractors. Report to town manager. Reqs: BA in related field and 8 yrs. exper. in economic development or equiv. comb. of educ./exper. MA preferred. Complete req. application (see [www.leesburgva.org](http://www.leesburgva.org)) and send to: HR Department, Town of Leesburg, 25 W. Market St., Leesburg, VA 20176. Open until filled. EOE.

#### Construction Codes Technician, Arlington

SALARY: \$30,372-\$39,245 (entry range). Coordinate and expedite construction permit issuance process at public service counter and over the telephone by communicating with homeowners, developers, architects, engineers and contractors. Review applications and issue building, electrical, plumbing, mechanical, or other permits; resolve issues related to permit applications, fees, calculation of square footage, inspections, and plans and specifications submitted. Reqs: Relevant associate's degree and 6 mos. exper. in the building and construction trades. Prefer exper. processing permits and providing technical info. Apply at [www.co.arlington.va.us/pers](http://www.co.arlington.va.us/pers) or for paper application call 703/228-3363 (24-hr jobline); 703/228-3500 (Employment Desk); 703/228-4613 (TTY Users only). 5316-2A-PHD/ Deadline: Oct. 18. EOE.

#### Assistant Director, Dinwiddie County Water Authority

SALARY: Negotiable. Perform responsible engineering, administrative, and supervisory work in the county's water and sewer authority. Supervise appx. 12 employees, administering contracts and contract labor, with annual bdt. of appx. \$3 million. Reqs. bachelor's degree in civil engineering, supplemented by 5 yrs. of progressively responsible exper. in mngmnt. of utility operations and maintenance, exhibiting progressive supervisory responsibilities. Virginia P.E. License preferred. Send salary requirements and resume to Dinwiddie County Water Authority, 23008 Airpark Drive, Petersburg, VA 23803. Attention: W. Robert Harrison, Executive Director. Open until filled.

#### Engineer, Ashland

SALARY: \$38,564-\$48,205 (+) benefits or civil engineer or \$44,642-\$55,802 (+) benefits for town engineer. Town's Public Works Department seeking either a civil engineer or a town engineer. Applies professional civil engineering knowledge and skills for: preparation and review of specifications, plans, estimates, contracts and reports involved in the construction, maintenance and operation of road, drainage, site plan and erosion control plans to ensure conformance with town ordinances. Knowledge of modern principles and practices of civil engineering, erosion and sediment control and Chesapeake Bay Preservation Act regulations req. Civil engineer reqs. possession of bachelor's degree in civil engineering, an Engineer in Training Certificate and 2 yrs. progressive professional exper. in civil engineering, or any equiv. comb. of exper. / training that provides the req. knowledge, skills and abilities. Town engineer reqs. bachelor's degree in civil engineering, registration as a professional engineer and 4-7 yrs. progressive professional exper. in civil engineering, or any equiv. comb. of exper. / training that provides the req. knowledge, skills and abilities. Town of Ashland application mailed to: P.O. Box 1600, Ashland, VA 23005 or dropped off at Town Hall, 101 Thompson St. Deadline: Oct. 31.

#### City Attorney, Monroe, N.C.

SALARY: Up to \$95,000 DOQ/DOE (+) benefits. (Pop. 26,400). Legal advisor to city council, city manager and city depts. Approve all contracts, agreements, ordinances, policies and related documents. Prepare legal documentation, legal opinions and represent the city in federal and state

courts as req. May also direct contract attorneys. One of fastest growing cities in N.C., just southeast of Charlotte. Council/manager gov't. with non-partisan mayor and 6 council members. Full-service city, including water/sewer, electric and natural gas. Reqs. license to practice in N.C. or ability to obtain a license within 6 mos. Recruitment brochure available from The Mercer Group. Confidential resumes to: James Mercer, President, The Mercer Group, Inc., 5579B Chamblee Dunwoody Road, #511, Atlanta, GA 30338. Voice: 770/551-0403; fax: 770/399-9749; E-Mail: [mercerc@mindspring.com](mailto:mercerc@mindspring.com). Deadline: Nov. 2. EOE.

#### Assistant to the Building Official, Portsmouth

SALARY: \$44,019. Administer compliance with the Virginia Uniform Statewide Building Code (USBC), Virginia Industrialized Building and Manufactured Home Safety Regulations, Virginia Amusement Device Regulations and Flood Proofing and Elevations (FEMA) regulations. Supervise administrative and technical staff to ensure adherence to current building codes. Responsible for educating the public on building safety concerns and code compliance. Submit a completed City of Portsmouth application to any local Virginia Employment Commission. Visit [www.ci.portsmouth.va.us](http://www.ci.portsmouth.va.us) for detailed reqs. Open until filled. EOE.

#### Senior Marketing and Development Manager, Hampton

SALARY: DOQ/DOE. Recruit and attract new businesses and work with the existing businesses on retention and expansion issues. Knowledgeable in areas of corporate capital investment, commercial real estate financing, marketing, public relations and development / construction issues. Ability to communicate effectively — such as in briefings and presentations — and in written reports and proposals. Visit [www.hampton.gov/hr](http://www.hampton.gov/hr) for additional information. Send resume and salary requirements to: City of Hampton, Department of Human Resources, 22 Lincoln St., Hampton, VA 23669, [hrdept@hampton.gov](mailto:hrdept@hampton.gov).

#### Director of Finance, Radford

SALARY: \$60,945-\$67,995 DOE, DOQ (+) benefits. Director of finance retiring Dec. 31 after 23 years of service. Reports to city manager. Request application from: City

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## POSITIONS

Manager's Office, 619 Second St., Radford, VA 24141. Tel: 540/731-3603 or from: Virginia Workforce Center, 206 Third Ave., Radford, VA 24141. Completed application and resume should be returned to the city manager or VEC. Deadline: Oct. 30. EOE.

Airport Director, Virginia Tech/Montgomery Regional Airport Authority, Blacksburg  
SALARY: Negotiable DOE/DOQ. Virginia Tech/Montgomery Executive Airport. Reqs. bachelor's degree in aviation mngmnt., business or related field and 5 yrs. of mngmnt. exper. in a general aviation airport. Submit letter of application, resume, letters of reference / recommendation and salary reqs. to: Gary A. Huff, Chairman, Virginia Tech/Montgomery Regional Airport Authority, c/o Town of Blacksburg, 300 S. Main St., P.O. Box 90003, Blacksburg, VA 24062, 540/961-1130, ghuff@blacksburg.gov. Open until filled.

City Planner, Lynchburg  
SALARY: \$40,227-\$62,400. Oversee staff of 3 planners and supported by award-winning staff and ordinances, and a state-of-the-art GIS. Work closely with director of the department, the strategic planner and other staff in a team approach to address planning issues and incorporate the updated Comprehensive Plan. Opportunities range from new development to neighborhood redevelopment and major corridor improvements. Promising candidates will be contacted as soon as they are identified. Contact: Office of Human Resources, City Hall, 900 Church St., Lynchburg, Va. 24505, 804/847-1315. Fax 804/845-4304, or e-mail at chambrc@ci.lynchburg.va.us. Visit [www.ci.lynchburg.va.us](http://www.ci.lynchburg.va.us). Open until filled. EOE.

Zoning Technician, Dumfries  
SALARY: \$36,648-\$38,480 (+) benefits. Reqs. comprehensive knowledge of zoning procedures, related environmental codes; ability to read blueprints, site plans and architectural designs; and thorough knowledge of legal procedures related to zoning code enforcement. Submit cover letter, resume and employment application to: Town of Dumfries, Attn: Mr. Wilkins, P.O. Box 56, Dumfries, VA 22026. Applications available at the Dumfries Town Hall, 17755 Main St. or call 703/221-3400, ext. 117. Deadline: Oct. 31. EOE.

## Planner, Goochland County

SALARY: \$35,694-\$53,674. Prepare revised comprehensive plan, village plans for major and minor villages within the county, and serve as GIS planner. Must have thorough knowledge of the principles and practices of planning, including an understanding of the fundamentals of economics, environmental issues, sociology and research procedures, and general knowledge of the various codes and regulations pertaining to planning; knowledge of GIS and ability to develop planning programs utilizing GIS. County employment application is req. and is available by calling 804/556-5330 and online at [www.co.goochland.va.us](http://www.co.goochland.va.us). Submit applications to: County Administrator's Office, 2938 River Road West, P.O. Box 10, Goochland, VA 23063. Contact: 804/556-5329. E-mail: [countyadmin@co.goochland.va.us](mailto:countyadmin@co.goochland.va.us). Deadline: Oct. 31. EOE.

## Assistants to the County Manager, Arlington County

SALARY: \$55,415-\$104,975 Seeking two experienced leaders to be a part of county manager's leadership team. Assignments and salaries are flexible, and may change over time based on skills of the incumbents. Constituent Relations: Serves as ombudsman and focal point for the community, identifying and addressing both specific and systemic issues raised by constituents in partnership with county agencies and the county board. Planning and Development: Serves as catalyst and facilitator for the county's planning and development efforts in partnership with the appropriate county agencies. Works closely with the county board to develop the bi-monthly meeting agenda. Candidates must have a bachelor's degree and at least 3 yrs. of progressively responsible experience in area of interest. Desirable: Spanish language skills; experience in local gov't.; and an MPA. Experience must include demonstrated accomplishments and tangible results. Work involves frequent Saturday and evening meetings. Apply immediately. Complete an application electronically at [www.co.arlington.va.us/pers](http://www.co.arlington.va.us/pers) or e-mail resume to [pers@co.arlington.va.us](mailto:pers@co.arlington.va.us) using the job title for the subject line — or fax it with a cover sheet indicating the position title to 703/228-3265. To request paper application call 703/228-3363 (24-hr jobline); 703/228-3500 (Employment Desk); 703/228-4613 (TTY Users only). Open until filled. EOE.

## Operator in Charge Wastewater Plant, Onancock

SALARY: \$45,000-\$50,000 DOQ (+) benefits after probation. Reqs. Class II wastewater

license and ability to obtain a Class IV license in 1 yr.; experience in plant operations, lab procedures and basic mechanical abilities. Send resume to: Town Manager Susan D. Scott, Town of Onancock, 15 North St., Onancock, VA 23417.

## Housing Community Developer IV, Fairfax County

SALARY: \$47,624-\$63,499 (+) benefits. (Grade S27) 3 positions available. Work with community to coordinate and manage multifaceted revitalization efforts within designated commercial and residential revitalization areas. Focus on economic development activities, area marketing and business promotion, business retention and recruitment, strategic thinking and planning, physical improvements and program management. Works directly with volunteers, civic and business organizations in designated communities to develop strategic public and private plans for maintaining and improving economic conditions. Coordinates work of county and community teams supporting revitalization. Apply: Send resume and resume attachment form to: Fairfax County Application Center, 12000 Government Center Pkwy., #170, Fairfax, VA 22035. Visit web site at [www.fairfax.va.us/jobs](http://www.fairfax.va.us/jobs) for detailed information on application procedures. Job #01-1816. Open until filled. EOE.

## Housing Community Developer IV, Fairfax County

SALARY: \$47,624 - \$63,499 (+) benefits. (Grade S27) Coordinates and manages provision of multifaceted revitalization services to commercial and residential areas of economic development, real estate finance, marketing, and business retention and recruitment. Works directly with civic and business organizations in designated communities to develop strategic plans for maintaining and improving economic conditions. Coordinates work of county interagency teams established to develop policies and programs in support of revitalization. Apply: Send resume and resume attachment form to: Fairfax County Application Center, 12000 Government Center Pkwy., #170, Fairfax, VA 22035. Visit web site at [www.fairfax.va.us/jobs](http://www.fairfax.va.us/jobs) for detailed information on application procedures. Job #01-1488 Open until filled. EOE.

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## POSITIONS

## Zoning Officer, Williamsburg

**SALARY:** \$27,586-\$34,485 DOQ. Assists in administration of zoning ordinance (including signs and architectural review), erosion and sedimentation control ordinance, and other land use regulations. Duties include field inspections, notifications of ordinance violations and plan review. Should have excellent communication skills, computer skills and ability to work effectively with the public, staff, elected and appointed officials. A job description and application are available in the City Manager's Office, 401 Lafayette St., Williamsburg, VA 23185 or call 220-6105 (TTY 220-6108). Open until filled. EOE.

Assistant Director,  
Neighborhood and Leisure  
Services, Norfolk

**SALARY:** \$55,927-\$98,432. Lead, plan and administer neighborhood initiatives and direct Code Enforcement, Neighborhood Services, PACE program, Recreation, Parks & Forestry, Youth Development Services and Activities, and assisting Neighborhood and Leisure Services' director in the administration of the department. Directs preparation of the annual budget for Neighborhood and Leisure Services; prepares regular and special budget reports; interprets directives and/or establishes policies for carrying out directives. Send confidential resume to: City of Norfolk, Human Resources, 810 Union St., Norfolk, VA 23510; Telephone: 757/664-4486; web site: [www.city.norfolk.va.us](http://www.city.norfolk.va.us). Open until filled. EOE.

Planner I/Code Enforcement  
Officer, City of Bedford

**SALARY:** \$25,409-\$35,902 DOQ (+) benefits. Training position with opportunity for growth. Primary duties relate to short and long-range comprehensive planning activities, technical research, customer service, and enforcement of codes relating to signage, building occupancy, nuisances, zoning, and other related matters. Working knowledge of neotraditional planning principles is preferred. Send cover letter, resume and 3 references to: Bart Warner, Director of Planning and Community Development, P.O. Box 807, Bedford, VA 24523. Phone: (540) 587-6021. E-mail: [bwarners@ci.bedford.va.us](mailto:bwarners@ci.bedford.va.us). Open until filled. EOE.

## Parks Manager, Leesburg

**SALARY:** \$51,638-\$67,129 hiring range. Professional and administrative work, including landscape architecture, park planning, design and development/construction, park improvements, maintenance, plan review and long-range planning for public parks and facilities. Supervise and manage capital improvement projects; review rezoning and development plans; beautification projects, adopt-a-park, and other related functions. Coordinate park maintenance program, including supervision of grounds-keeping crew. Send completed Town of Leesburg application (see [www.leesburgva.org](http://www.leesburgva.org)) and resume to: Human Resources Department, Town of Leesburg, P.O. Box 88, Leesburg, VA 20178. Open until filled. EOE.

Human Resources Director,  
Leesburg

**SALARY:** \$66,000-\$86,000 hiring range. Reports directly to city manager as part of Executive Leadership Team. Key change agent for town's pursuit of higher performance and continuous learning. HR Department services 12 depts. and more than 280 employees in areas of recruitment and selection, compensation and classification, training and organizational development, employee relations and HRIS. Send completed Town of Leesburg application (see [www.leesburgva.org](http://www.leesburgva.org)) and resume with a detailed description of current and prior job experience related to Human Resources field to: Human Resources Department, Town of Leesburg, P.O. Box 88, Leesburg, VA 20178. Open until filled. EOE.

Director of Planning, Zoning and  
Development, Leesburg

**SALARY:** \$71,827-\$93,375 hiring range. Report directly to town manager. Manage the town's planning, zoning, permitting, code enforcement, environmental and land development functions while collaborating on a townwide pursuit of higher performance. Send completed Town of Leesburg application (see [www.leesburgva.org](http://www.leesburgva.org)) and resume with a detailed description of current and prior job experience to: HR Department, Town of Leesburg, P.O. Box 88, Leesburg, VA 20178, EOE.

Director of Economic  
Development, Stafford County

**SALARY:** Negotiable. Directs and develops recruitment and marketing of business, tourism and industrial development programs and services; administers program for

researching, collecting and furnishing info. and materials on the county's industrial location factors to businesses; visits prospective businesses and industries to promote location programs; consults with Industrial Development Authority, Fredericksburg Regional Alliance, Virginia Economic Development Partnership, Virginia Department of Business Assistance, local industries, Realtors and advisory committees regarding developmental activity planning and implementation. Send required county application, resume, and cover letter to: Stafford County, Personnel Department, P.O. Box 339, Stafford, VA 22555; fax: 540/658-4597. For application, contact 540/658-8628; TTY: 540/658-4534; [www.co.stafford.va.us](http://www.co.stafford.va.us). Open until filled. EOE.

**DEADLINES:** *The deadline for placing a job advertisement in the next issue of Update is Friday, Oct. 19. Submit ads via e-mail to David Parsons at: [dparsons@vml.org](mailto:dparsons@vml.org). You may also submit via FAX at: 804/343-3758. VML publishes job advertisements at no cost to its local government members. Non-members are charged a flat rate of \$25 per ad per issue, which includes posting on VML's web site and publication in Virginia Town & City (deadlines permitting). VML reserves the right to edit position descriptions because of space limitations.*

**CALENDAR**

Governor's Conference on Aging, Oct. 15-16, Williamsburg

Speakers include Gov. Jim Gilmore and Art Linkletter. Information: 540/231-2014 or e-mail to Jane Todd at janetodd@vt.edu. Conference web page at www.conted.vt.edu/aging.

Governor's Workforce Leadership Conference, Oct. 22-24, Richmond

Sponsored by the Virginia Workforce Council. Deadline for full registration (\$125) is Sept. 30. Deadline for Richmond Marriott hotel reservations at conference rate (\$77) is Sept. 24. Information: visit www.vaworkforce.com or send e-mail to: pbodkin@vec.state.va.us or call Pamela Bodkin at 804/786-8711.

International Association of Chiefs of Police Annual Conference, Oct. 27-31, Toronto

Information: 461/808-2001; iacp2000@torontopolice.on.ca

The Art of Influencing: Getting Results Without Authority, Oct. 31, Richmond

Master the elements of influencing, regardless of your position within an organization. Time and location: 9 a.m.-4 p.m., University of Virginia, Continuing Education Center (Richmond). Learn to find common ground with colleagues, develop credibility and speak persuasively. Learn the difference between influence, authority and manipulation; how to take the initiative to get things done; and how to enlist the cooperation of others. Planned and coordinated by VCU Center for Public Policy and Virginia Institute of Government. Registration, \$95; Contact: Harlean Owens, VCU Center for Public Policy at 804/827-0486 or hsowens@vcu.edu. Seminar leader is Ellen Cluverius, a trainer in the areas of

leadership, communication and interpersonal skills with more than 20 yrs. exper.

12<sup>th</sup> Annual Virginia GIS Conference, Nov. 1-2, Roanoke

Information: Virginia Association of Planning District Commissions at 540/343-4417 or e-mail: rvarc@rvarc.org.

Virginia Association of Counties Annual Conference, Nov. 11-13, Hot Springs

Information: 804/343-2502; rrichey@vaco.org; www.vaco.org

American Water Works Association Water Quality Technology Conference, Nov. 11-14, Nashville

Information: 800/926-7337 or 303-794-7711; www.awwa.org

*The deadline for placing a calendar item in the next issue of Update is Friday, Oct. 19. Preferred method of submitting items is via e-mail to David Parsons at: dparsons@vml.org. You may also submit via FAX at: 804/343-3758.*

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