

# Update

The newsletter of the  
Virginia Municipal League

## Inside ...

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### **CSA:** State begins work on new guidelines

A work group is developing guidelines for implementing proposed changes to the Comprehensive Services Act for At-Risk Youth and Families program. *See story, page 3.*

### **JLARC:** Compensation study to include local retirement

The Joint Legislative Audit and Review Commission's compensation and benefits study will include an assessment of local retirement systems. *See story, page 3.*

### **VRS:** Trustees set group life contribution

The Board of Trustees of the Virginia Retirement System decreased the contribution rate for the group life insurance program for political subdivisions, state employees and teachers. *See story, page 3.*

## Purchasing alliance grows in popularity across U.S., Va.

*Does your local government participate?*

The U.S. Communities Government Purchasing Alliance, which celebrated its 10<sup>th</sup> anniversary earlier this month, has saved cities, counties, schools and nonprofit organizations across the country \$735 million on \$5 billion in purchases.

Through U.S. Communities, local government agencies can piggyback on competitively bid contracts, take advantage of the enormous collective purchasing power of public agencies nationwide, and leverage these savings to their own advantage.

The cumulative savings were immediate and have grown steadily since

the League of California Cities and the California State Association of Counties implemented the purchasing alliance in that state in 1996.

"Since the program's inception, counties, cities, schools, colleges, special districts, boroughs, townships, villages, towns, state agencies and nonprofit organizations have achieved more than \$735 million in hard dollar savings on purchases of commodities through the contracts," said Rick Grimm, chief executive officer of the National Institute of Governmental Purchasing and chair of the U.S. Communities Board of Directors. "Total purchases have exceeded \$5

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## State revenues trail forecast

State revenue collections for the fiscal year that ends June 30 are not keeping pace with forecasted amounts, according to Secretary of Finance Jody M. Wagner.

Wagner's March revenue report showed that collections for the first nine months of FY07 are running behind the adjusted forecast for the year. State revenues grew 4 percent in the first nine months of FY07. The adjusted forecast predicted 5.4 percent annual growth.

While revenue growth in the first quarter of FY07 exceeded the forecast, collection rates began to fall behind in October. They have remained behind since that time. For the year-to-date, sales tax collections are running 1.3 percent behind the pace needed to meet the annual estimate. The sales tax

generates about 20 percent of the state general fund. Income tax withholdings, which make up 54 percent of the general fund, are running just above the forecast.

In addition, corporate income tax collections and collections from insurance premiums lagged behind estimates. And while collections from the recordation tax and state lottery were forecast to drop, the drop has not been as large as the state anticipated.

According to Wagner, the final three months of the fiscal year are significant collection months, with estimated and final payments from individuals and corporations due in April and May, and estimated payments due again in June. ♦

## FROM THE CAPITOL

**Purchasing alliance continued ...**

billion over the 10 years of the program, including 2007 estimates.”

In Virginia, 27 cities, 26 towns and about 70 counties have registered to participate in the U.S. Communities program and are participating to varying degrees. Some make substantial purchases each month while others participate less often.

Grimm said U.S. Communities was born of the need for local agencies to find more efficient ways to purchase commodities and services. This was never more apparent than in 1996 when Congress decided to close Federal General Services Administration schedules to local agencies. In an effort to bring efficiencies and savings to local governments, the idea of a national buying cooperative took hold.

“While we suspected it would be successful, the savings, purchasing power and reach of the alliance has far exceeded our expectations,” Grimm said. “In 2006 alone, savings of \$150 million were documented on purchases exceeding \$1 billion. Today, more than 20,000 public agencies are registered and participating in the program.”

U.S. Communities is sponsored by the National League of Cities and the National Association of Counties, the U.S. Conference of Mayors, the National Institute of Governmental Purchasing and the Association of School Business Officials.

Twenty-two state municipal leagues, including VML, sponsor the

U.S. Communities program.

“NLC is pleased to be a national sponsor of U.S. Communities,” said Donald J. Borut, NLC executive director. “Purchasing to meet every day needs as well as emergencies is typically one of the largest expenditures most cities and towns incur. Working with and through our network of state municipal leagues, we are able to offer a program that brings the best government pricing to big cities and small towns across the country.”

Fairfax County Supervisor Gerry Hyland said using the U.S. Communities program has “saved Fairfax County millions of dollars in purchases on a plethora of products, including office and school supplies, computer products, office furniture and industrial supplies.” Fairfax was a founding member of the alliance and an original member of the advisory board.

Hyland cited the office and school supply program as a prime example of savings.

“By using the existing contract under Los Angeles County, Fairfax County saved more than \$1.6 million in fiscal year 2006 on these supplies,” Hyland said. “That \$1.6 million a year plus significant savings from other alliance contracts allows us to fund other vital county services without having to ask for additional taxpayer assistance.”

Hyland said the soft dollar savings are as significant as the hard dollar savings. He again cited the Los Angeles County school supply contract as an example.

“In addition to hard dollar savings are process or soft savings,” Hyland said. “We no longer warehouse office and school supplies because the Los

Angeles County contract requires ‘just-in-time’ delivery to our work sites. We no longer have to spend money on the bidding process because Los Angeles County incurred those costs on behalf of all users of the program.”

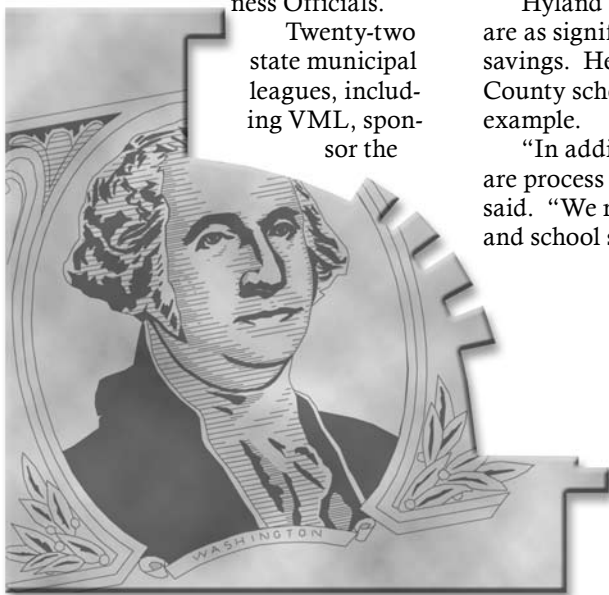
Through contracts with such nationally recognized companies as Office Depot, Auto Zone, Home Depot, GTSI, Little Tikes, Herman Miller, Ricoh-Savin and many others, U.S. Communities offers thousands of products in the categories of office supplies, furniture, computers and technology, electrical and data supplies, janitorial supplies, carpeting and flooring, parks and play equipment, public safety and homeland security solutions, and auto parts and accessories.

The U.S. Communities program is easy to use. There is no fee to participate, no minimum spending and only a simple electronic registration is required. Any city or town may register online by visiting [www.uscommunities.org](http://www.uscommunities.org) and clicking on “Register to Participate.”

Electronic registration provides a public agency with access to all contract documents and pricing, all suppliers, and substantial information on program savings and program participants.

It also provides an electronic copy of the master intergovernmental cooperative purchasing agreement that serves as the legal document that authorizes a participating public agency’s use of each lead public agency’s contract available through U.S. Communities.

Details: For more information on the program, visit [www.uscommunities.org](http://www.uscommunities.org) or contact Marc Shapiro at 202/626-3019 or [shapiro@nlc.org](mailto:shapiro@nlc.org). ♦



## FROM THE CAPITOL

## Proposed changes in CSA responsibilities proceeding

A work group convened by the state Office of Comprehensive Services is working on guidelines for implementing proposed changes to the Comprehensive Services Act for At-Risk Youth and Families (CSA) program. In March, the state struck current state policy regarding who was guaranteed a full range of services under CSA.

The State Executive Council, the supervisory body that oversees the Office of Comprehensive Services and the CSA program, was scheduled to

meet April 18 in Richmond to review the proposed guidelines. That meeting was postponed because of the shootings at Virginia Tech. A new meeting date has not been set. The public will have 60 days to comment on the proposed guidelines, which the state wants to take effect on Aug. 1.

While the work group has attempted to draw the guidelines as narrowly as possible, many questions remain about who ultimately will be included in the program. It is unclear how much it will

cost the state and local governments to expand the CSA population. Cities and counties administer the program at the local level on behalf of the state. The program was developed by the state in the early 1990s in response to the growing costs and use of residential services for troubled youth (primarily foster care and special education).

VML will send information about the proposed guidelines and public comment period when it becomes available. ❖

## JLARC compensation study to include local retirement issues

The Joint Legislative Audit and Review Commission's compensation and benefits study will include an assessment of local retirement systems, according to information presented at the April 9 meeting of JLARC.

Topics to be studied include:

- Funded status of state and local plans
- Projected long term sustainability of the retirement plans
- Employer vs. employee contribution

- Employee preferences for retirement benefits versus other forms of compensation

- Assessment of defined benefits (the traditional VRS model), defined contributions (a 401-K type program) and hybrid retirement plans (a combination of both)

- Issues relating to multipliers, retirement age, and years of service
- Return to work provisions
- Rationale for different retirement

benefits for different types of employees

While local retirement issues will be studied by JLARC, the main purpose of the study is to look at compensation, including benefits, for state employees. JLAC will include a comparison to state employee total compensation to other public and private employees.

The study results will be released in the fall of 2008. A briefing by JLARC staff is available at <http://jlarc.state.va.us/Meetings/April07/FinWkplnBrf.pdf>. ❖

## VRS sets group life, health care credit contribution rates

The Board of Trustees of the Virginia Retirement System decreased the contribution rate for the group life insurance program for political subdivisions, state employees and teachers to 1 percent of salary. The current rate is 1.13 percent.

The Appropriations Act adopted by the General Assembly funded the 1 percent rate for state employees and teachers. The board extended that rate to political subdivisions since all covered employers belong to the same group life insurance pool. The decrease results from an actuarial study conducted of the group life insurance program that showed the rate could be lowered.

The 1 percent rate is comprised of a 0.60 percent employee contribution and a 0.40 percent employer contribution,

effective July 1, 2007. Most employers, however, pay the required 5 percent employee contribution, and therefore will be responsible for the entire 1 percent.

The board also approved a retiree health insurance credit for teachers at 1.16 percent, effective July 1, 2007. The current rate is 0.49 percent. The increase results from the passage of legislation (HB 2707 and SB 1218) during the 2007 session that raises the amount of the health care credit to \$4 per month for each year of service, and removes the cap on the total credit that can be given. (The current credit is \$2.50 a month per year of service, with a maximum credit of \$75 per month.) Sixteen localities voluntarily have been paying an additional \$1 per month; and will be able to use their retiree health insurance credit

balances as credits against their FY08 contribution requirements. VRS will be notifying the affected jurisdictions.

The VRS board also approved an increase in the rate for funding the State Police Officers Retirement Program. SB 1166, enacted during the 2007 session, increases the multiplier for retired state police and for sheriffs from the current 1.70 percent to 1.85 percent, effective July 1, 2007. The legislation also allows, but does not require, localities the option of increasing the retirement multiplier for its public safety officers from the current 1.70 percent to 1.85 percent. Localities choosing the increase the multiplier will have their contribution retirement rate adjusted to reflect the increased cost of the benefit. ❖

## FROM THE CAPITOL

### Bill summaries for 2007 session e-mailed; posted

The league has distributed an electronic version of the summaries of bills and resolutions enacted during the 2007 session of the General Assembly. The bill summaries are taken from those prepared by the Virginia Division of Legislative Services and available through the Internet and in their publication, *2007 Session Summary* (see <http://dls.state.va.us/pubs/summary/2007/WELCOME.HTM>). Bill

status and summaries also can be checked through the Legislative Information System at: <http://leg1.state.va.us/lis.htm>.

The summaries were sent by electronic mail to VML key officials, attorneys and legislative liaisons. The summaries also are posted on the VML web site.

League staff members have reviewed the summaries and made revisions

where appropriate to reflect local government interests.

The league is preparing a print version of the *2007 Legislative Report*. The print version will include an overview report on the session and a detailed report on the budget, as well as the summaries of the bills and resolutions that were enacted. The printed report will be distributed in May. ❖

## AT THE LEAGUE

### Regional Town Section meetings planned



Four regional meetings for members of VML's Town Section will be held in May.

Officials will be briefed on a number of timely issues. These will include actions of the 2007 General Assembly, the role of elected officials in risk management, laws affecting towns and the recent FCC ruling on cable television franchises. Each meeting will begin at 11 a.m. and will include lunch.

Dates and locations for the meetings are complete. They will be held Friday, May 11, in the Gordonsville Town Council chambers; Thursday, May 24, in

the Altavista Train Station; Friday, May 25, at Lowery's Seafood Restaurant in Tappahannock; and Thursday, May 31, at the General Francis Marion Hotel in Marion.

Plan to attend one of these meetings and mark the date on your calendar now.

Registration forms, which will include more details and the cost of lunch, will be mailed to all town council members and town managers. The registration information also will be posted on the VML Web site. Please complete them as soon as possible and return to VML. ❖

## ETCETERA

### GASB proposing standards on voluntary use of performance standards

The Governmental Accounting Standards Board is pursuing the development of guidelines for the voluntary reporting of performance measures (which GASB calls Service Efforts and Accomplishments).

In a press release issued April 6, GASB stated that it does not intend to require governments to report performance information, nor does it intend to require that governments report specific performance measures or achieve specific levels of performance.

The National League of Cities, U.S. Conference of Mayors,

International City County Management Association, National Association of Counties, Government Finance Officers Association, National Governors

Association, and the Council of State Governments have protested GASB's entry into the area of performance budgeting.

Don Borut, executive director of NLC, says that the national public interest groups have made very clear their opposition to GASB engaging in this process.

"Decisions relating to performance and performance standards are the prerogative of policy leaders and should not be developed, even on a suggested voluntary basis, by a financial regulatory body," Borut said.

GASB is an independent, not-for-profit organization formed in 1984 that establishes financial accounting and reporting standards for state and local governments.

The Government Finance Officers Association has been particularly vocal in its criticism of GASB's push to develop performance budgeting standards. GFOA explains that performance measures are relevant in their linkage to the goals and objectives that a government sets for itself. Goals and objectives are a reflection of public policy that will differ, in many cases substantially, from government to government. GFOA said that any standards developed by GASB would "inevitably involve generic measures, which would break the crucial link between performance measurement and a government's specific goals and objectives." ❖

## REGULATIONS

### Final Regulatory Action

#### Regulation for Emissions Trading.

The State Air Pollution Control Board has proposed part II, which establishes a NOx Annual Trading Program, which addresses the following substantive provisions: permitting, allowance methodology, monitoring, banking, compliance supplement pool, compliance determination, and opt-in provisions for the State Clean Air Interstate Rule (CAIR) NOx Annual Trading Program, under § 110 of the Clean Air Act and 40 CFR 51.123, as a means of mitigating interstate transport of fine particulates and nitrogen oxides. The board authorizes the administrator to assist the board in implementing the CAIR NOx Annual Trading Program by carrying out the functions set forth for the administrator in this part. Virginia's NOx annual

budgets are 36,074 tons in 2009 through 2014 and 30,062 in 2015 and thereafter. Contact Mary Major, Department of Environmental Quality, at 804/698-4423 or e-mail her at memajor@deq.virginia.gov for additional information.

**Regulations Pertaining to the Establishment of the Dangerous Dog Registry.** The Department of Agriculture and Consumer Services has proposed regulations that establish the procedures and requirements for registration of dogs that have been adjudicated dangerous in Virginia with local jurisdictions and the Dangerous Dog Registry of the Commonwealth of Virginia. This regulation describes the responsibilities of owners of dangerous dogs, local animal control and law-enforcement officers, the Commissioner of the Virginia Department of Agriculture and Consumer Services, and the State

Veterinarian. The regulation clarifies and establishes the requirements for initial registration and renewal registration for owners of dogs found dangerous by a court of competent jurisdiction in Virginia and describes the situation concerning their dangerous dogs that require owners to notify local animal control officers. The Dangerous Dog Registry will be established online by the Department of Agriculture and Consumer Services so that all interested persons will have electronic access to the information in the registry. As envisioned, the registry will require that the local animal control officer report only information that the officer is required to obtain or is a matter of public record to the locality. For additional information, contact Colleen Calderwood, Officer of Veterinary Services, at 804/786-2483 or e-mail her at colleen.calderwood@vdacs.virginia.gov. ♦

## POSITIONS

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

Because of the number of requests it receives to publish job advertisements, VML reduces the length of the position descriptions in Update. A full version of all of the job listings published here for the past two months appears on VML's Web site at [www.vml.org](http://www.vml.org). Visit the VML site and click on "Marketplace" to read the complete descriptions.

### Director of Parks and Recreation, Louisa County

**SALARY:** DOQ/DOE (+) benefits. Responsible for day-to-day operation of the department, including administration, planning, acquisition, maintenance, construction and capital improvements projects for recreation areas and services. In addition, responsible for operation of an aquatic facility. Complete job description and application are available by logging on to [www.louisacounty.com](http://www.louisacounty.com) or by calling 540/967-0401. A county application must be submitted. Faxed or e-mailed applications accepted only if followed up with an original signature on hard copy. Code 2700. Open until filled. EOE.

### Economic Development Director, Lynchburg

**SALARY:** Negotiable DOQ/DOE (+) benefits. (pop. 66,900) Seeking director to take advantage of community assets to market the city as a business, industry and technology location. Full recruitment profile available at [www.lyncburgva.gov](http://www.lyncburgva.gov). Send confidential resume with salary history and professional references via mail, e-mail or fax to: Margaret M. Schmitt, Director of Human Resources, 900 Church St., Lynchburg, VA 24504 or Fax: 434/845-4304 or e-mail: [margaret.schmitt@lyncburgva.gov](mailto:margaret.schmitt@lyncburgva.gov). For questions or to request an accommodation, call 434/455-4208. Deadline: May 15. EOE.

### Town Manager, Rocky Mount

**SALARY:** \$74,000-\$117,000 DOQ/DOE (+) benefits. (pop. 4,800) Reqs. relevant bachelor's degree (MBA or MPA preferred); experience in public admin., business admin., economic or community development, or civil engineering. Exper. with CDBG and central business district revitalization a plus. Responsible for \$9 million operating and capital bdtg.; 7 depts.; 58 FT employees. Two town managers since 1990. Send resume, town employment application, salary history and 3 professional references to: Mayor Steve Angle, 345 Donald Ave., Rocky Mount, VA 24151. Town application can be mailed by calling 540/483-7660 or

downloaded from [www.rockymountva.org](http://www.rockymountva.org). Deadline: May 15. EOE.

### Water / Wastewater Operator, Drakes Branch

**SALARY:** DOQ/DOE (+) some benefits. Work with Charlotte County town's water and wastewater systems. Reqs. the following Virginia licenses: Class V water license, Class III wastewater license, valid driver's license and pass a physical exam. Call 434/568-3091 for application package. EOE.

### County Engineer, Washington

**SALARY:** \$60,000-\$63,500 (+) benefits. New position. Under direction of the county administrator, provides civil engineering services in support of county depts., agencies and functions. Scope of work includes review and approval of engineering and other plans, designs and documents related to local, state and federal zoning, subdivision, erosion and sediment control, floodplain and stormwater mngmnt. and environmental laws, ordinances, regs. and reqs. Provides construction project oversight and management services. Complete position description and application may be obtained through the Department of Accounting, County of Washington, 205 Academy Drive, Abingdon, VA 24210 or at [www.washcovva.com](http://www.washcovva.com). Open until filled. EOE.

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## POSITIONS

### Hazardous Materials / Safety Officer, Manassas

SALARY: \$59,779-\$72,000 DOQ/DOE (+) benefits. Reqs. 4-yr. degree or equivalent in industrial safety, hygiene, risk management or a related field and 2 yrs. professional exper. to assist the risk manager in ensuring city compliance with all city, OSHA, VOSHA and EPA practices, policies and procedures. Reqs. extensive knowledge or field investigative exper. in accident / incident investigations. Prefer CSP with exper. working for a municipality and/or electric utility. Must possess CPR and First Aid instructor certification. Apply: Department of Human Resources, 9027 Center St., Room 302, Manassas, VA 20110. FAX: 703/257-5827; e-mail: hr@ci.manassas.va.us. Deadline: June 1. EOE.

### Parks/Greenways Planner, James City County

SALARY: \$35,417-\$51,185 DOQ. Develop plans for emerging park system and use county's Greenways Master Plan to develop greenways as member of Parks and Recreation Division. Conduct site analyses and prepares designs and specifications for park development projects. Must possess and maintain state certification as a landscape architect and successfully complete Va. Landscape Architecture Certification exam within 2 yrs. Reqs. relevant bachelor's degree or any equiv. comb. of educ. and exper. Deadline: April 27. EOE.

### Special Events and Marketing Coordinator, Fredericksburg

SALARY: \$37,369-\$38,303 start range. Responsible for producing Parks and Rec. Dept.'s quarterly program catalog, writing marketing materials, press releases and sponsorship solicitation and communications; preparing layout on computer for newsletters and other printed material; coordinating printing jobs; budgeting and purchasing for dept. marketing; marketing and special events. Reqs. relevant bachelor's degree and 3-5 yrs. exper. Must submit completed city application and resume. For application and submission instructions visit <http://www.fredericksburgva.gov/jobs.asp>. Deadline: May 7. EOE.

### Executive Director, Downtown Blackstone Inc.

SALARY: Negotiable DOQ/DOE. Manage daily activities of a brand new Virginia Main Street Program. Responsibilities

include: volunteer mngmnt. and recruitment, grant writing and P.R., business and govt. liaison; retention and recruitment of businesses; special events coordination; historic district program design. Prefer educ. and/or exper. in one or more of the following: economic development, retailing, marketing, design, volunteer mngmnt., historic preservation, or small business development. Submit letter of interest, resume, 3 references and writing sample to: Downtown Blackstone Inc., P.O. Box 417, Blackstone, VA 23824; Phone: 434/298-0060. Open until filled. EOE.

### Housing Services Supervisor, Arlington County

SALARY: \$52,249-\$86,382 (+) benefits. Manage the planning, development, implementation and evaluation of direct housing-related services for residents; supervise the section's staff of nine in the Housing Division. The Housing Services Section is directly responsible for: landlord-tenant services, home ownership programs, housing services outreach and inspection, and relocation plan compliance. Reqs. relevant bachelor's degree and 3 yrs. exper. in management of housing programs. Submit required Internet application at [www.arlingtonva.us/pers](http://www.arlingtonva.us/pers). Questions? Call 703/228-3500 or e-mail [pers@arlingtonva.us](mailto:pers@arlingtonva.us). #3615-7A-PHD-GW. Deadline: April 26. EOE.

### Construction Plans Examiner (3 positions), Arlington County

SALARY: \$45,905- \$75,899 (+) benefits. Mechanical, plumbing and electrical positions to review plans and issue permits as part of new "fast track" permitting process designed to expedite issuance of permits for interior alterations in existing commercial buildings. Min. qualifications: AA or equiv. technical school program related to building construction plus 3 yrs. exper. in architecture or civil/structural engineering related to buildings or fire protection. Prefer: BS in architecture, engineering and experience working with ICC codes. Must have or be able to obtain Va. Commercial Plans Examiner certification. Submit req. Internet application at [www.arlingtonva.us/pers](http://www.arlingtonva.us/pers). Questions? Call 703/228-3500 or e-mail [pers@arlingtonva.us](mailto:pers@arlingtonva.us). #5318-7A-PHD-GW. Open until filled. EOE.

### Plumbing Inspector, Arlington County

SALARY: \$33,467-\$70,657 (+) benefits. Conduct and document cross connection inspections; conduct plumbing code

enforcement inspections for new construction in residential one- and two-family dwellings and low-rise projects; assist in complex plumbing inspections of commercial and high-rise new construction; inspect plumbing and gas fitting installations; ensure projects adhere to trade standards and applicable codes and regs. Min. qualifications: Reqs. H.S. and comb. 3 yrs. of plumbing or general building construction exper. and/or plumbing construction codes inspection or enforcement. Prefer certification in cross-connection devices inspection. Submit req. Internet application at [www.arlingtonva.us/pers](http://www.arlingtonva.us/pers). Questions? Call 703/228-3500 or e-mail [pers@arlingtonva.us](mailto:pers@arlingtonva.us). #5313-7B-PHD-GW. Deadline: April 26. EOE.

### Director of Community Development, Newport News Redevelopment and Housing Authority

SALARY: \$57,083-\$93,559 DOQ/DOE (+) benefits. Plan, organize, direct, coordinate and implement community development and public housing capital improvement activities; direct redevelopment activities and residential loan programs; conduct the Newport News Urban Development Action Grant and other business loan programs. Reqs. any comb. of educ. and exper. equiv. to relevant bachelor's degree and min. 5 yrs. exper., including min. 2 yrs. supervisory exper. Master's preferred. Download application from [www.nnrha.com](http://www.nnrha.com) or apply at Human Resources Office, Newport News Redevelopment & Housing Authority, 227 27th St., P.O. Box 797, Newport News, VA 23607. Phone: 757/928-2620. Open until filled. EOE.

### Senior Automation and Process Analyst, Chesterfield County (Planning Department)

SALARY: \$42,784-\$52,956 hiring range DOE/DOE (+) benefits. Responsibilities relate to the organization, management, development and maintenance of dept.'s business processes and related info. systems. Combines process mngmnt. methods with innovations in info. technology to improve Planning Depart. productivity. Must be able to translate business process reqs. into functional reqs. and approaches for software developers. Reqs. relevant bachelor's degree and 4 yrs. exper., including 1 yr. of project mngmnt. exper. Req. Chesterfield County application must be submitted online. Visit [careers.chesterfield.gov](http://careers.chesterfield.gov) to view instructions and to

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## POSITIONS

complete and submit an application. Contact: 804/748-1551. #07-647. Deadline: May 17. EOE.

### **Community Development Program Manager, Virginia Department of Housing and Community Development**

SALARY: \$50,000-\$58,000 hiring range DOQ/DOE (+) benefits. Program Administration Manager II position. Oversee and manage the program activities of the Virginia Main Street Program and the Virginia Enterprise Initiative, a micro-enterprise development program. Manage, plan, coordinate and evaluate the department's downtown revitalization and micro enterprise programs, including the budgets, funding and contracts associated with these programs. For details, visit [www.dhcd.virginia.gov](http://www.dhcd.virginia.gov). Must complete a state application through the on-line employment system at <http://jobs.virginia.gov/> to be considered. For additional information, contact the Human Resources Office at 804/371-7000. Position # 00024. Deadline: May 2. EOE.

### **Planner, Bath County**

SALARY: Negotiable DOQ/DOE (+) benefits. Responsible for overall administration of the Planning & Zoning office and the land use plan program. Serves as zoning administrator and is responsible for updating the comprehensive plan, zoning and subdivision ordinances, and the capital improvements plan. Staffs the Planning Commission and Board of Zoning Appeals, and assists the Planning Commission in its subdivision duties. Prefer bachelor's degree in planning or a related field and experience with local government. Call for an employment application. Submit application plus resume and a short example of written professional work, along with 3 work references, to: County Administrator, P.O. Box 309, Warm Springs, VA 24484. Direct questions to the county administrator at 540/839-7221 or toll free for local residents outside the local calling area at 888/823-1710. Open until filled. EOE.

### **Economic Development Director, Danville**

SALARY: \$80,000-\$115,000 DOQ (+) benefits. Danville has announced 17 new projects and seven expansions since March 2004 to create 5,554 jobs and spark investment of about a half billion dollars.

Reports directly to city manager. Will continue to promote economic growth through business retention and expansion opportunities, new business recruitment and downtown revitalization strategies. Reqs. educ. and exper. equiv. to graduation from accredited college with major course work in economics, public administration, business administration or related and extensive professional experience in economic development, preferably with municipal government. Prefer Certified Economic Developer (CED). Send confidential resume / application to: City of Danville, Director of Human Resources, 427 Patton St., Municipal Building, Room 300, Danville, VA 24541. See [www.danville-va.gov](http://www.danville-va.gov) to download an application. Open until filled. EOE.

### **General Supervisor (Parks Maintenance Bureau), Virginia Beach**

SALARY: \$36,088 to start (+) benefits. Supervise, schedule, direct and work with crews engaged in construction, repair and maintenance of park facilities and amenities. Reqs. H.S. or GED plus 5 yrs. exper. (including 1 yr. as supervisor) in relevant fields that provide the req. knowledge, skills and abilities to supervise the work of subordinate supervisors and employees. Must have a valid Certified Playground Safety Inspector License from the National Playground Safety Institute, or be able to obtain the license within 1 yr. after hire. Reqs. valid commercial driver's license or ability to obtain one within 60 days. Visit [www.Vbgo.com/careers](http://www.Vbgo.com/careers) for more detailed job info. and to apply online. No faxes, e-mails or paper applications accepted. Reference #1411. Deadline: April 23. EOE.

### **Real Estate Specialist, Arlington County**

SALARY: \$45,905-\$75,899 DOQ/DOE (+) benefits. Responsible for securing agreements on behalf of the county for property vacations or abandonments, encroachments, acquisitions, easements, license agreements, leases and the sale of real property. Reqs. bachelor's degree in public or business administration, urban planning, real estate, or related field, plus 3 yrs. experience in real property acquisition and negotiations, real estate appraisal, right of way negotiations or related field. Submit required Internet application at [www.arlingtonva.us/pers](http://www.arlingtonva.us/pers). Questions? Call 703/228-3500 or e-mail [pers@arlingtonva.us](mailto:pers@arlingtonva.us). 3511-7A-DES-KE. Deadline: April 26. EOE.

### **Chief of Police, Pennington Gap**

SALARY: DOQ/DOE (+) benefits. Serve as chief executive officer of the Police Department and the final authority in all matters of policy, operations and discipline. Reqs. H.S. degree, preferably with at least 2 yrs. of college or completion of the FBI National Academy or equivalent management school; possession of valid Va. driver's license; current First Aid certification; extensive exper. in law enforcement tasks and functions, coupled with supervisory experience; current certification as a law enforcement officer. Applications at [www.townofpennington.com](http://www.townofpennington.com) or at Town Hall, 131 Constitution Road, Pennington Gap, VA 24277, or by calling 276/546-1177. Deadline: noon May 21. EOE.

### **Community Development Program Manager, Virginia Department of Housing and Community Development**

SALARY: \$50,000-\$63,000 hiring range DOQ/DOE (+) benefits. Program Administration Manager II position in the Project Management Office. Will ensure that the Va. CDBG program, the Appalachian Regional Commission Program, and their special initiatives are designed in a high-quality manner that complies with federal and state regulations. For details, log-on to [www.dhcd.virginia.gov](http://www.dhcd.virginia.gov). Must complete state application through on-line employment system at: <http://jobs.virginia.gov/>. For more info., contact the Human Resources office at 804/371-7000. Position # 00060. Deadline: April 20. EOE.

### **Land Use Planner, Accomack County**

SALARY: \$33,661-\$48,808. Readvertised. Responsibilities include reviewing subdivision, rezoning and conditional use permit applications; site plan review; preparing staff reports for Planning Commission meetings; preparing reports and maps for planning studies; updating the comprehensive plan and land use ordinances; and assisting with Chesapeake Bay Preservation Act and Erosion and Sediment Control compliance. Reqs. relevant bachelor's degree and 1-3 yrs. exper. Master's preferred. Reqs. Va. E&S Control Combined Administrator certification within 18 mos. Must submit completed county application. For application packet, contact the Accomack County Administration Office at 757/787-5700. Open until filled. EOE.

*Continued on page 8*

## POSITIONS

### Other positions

NOTICE: The following positions also are listed on VML's Web site at [www.vml.org](http://www.vml.org).

#### Systems Analyst (Real Estate), Roanoke County

SALARY: \$47,020-\$51,722 (+) benefits.  
Open until filled.

#### Operations Coordinator (Landscape Administration Division), Virginia Beach

SALARY: \$50,991 to start (+) benefits.  
Deadline: April 23.

#### County Attorney, Rockingham

SALARY: Negotiable. Open until filled.

#### Police Officer, Gretna

SALARY: \$30,000s (+) benefits. Open  
until filled.

#### Senior Planner, Isle of Wight County

SALARY: \$41,286-\$51,607 DOQ (+) ben-  
efits. Open until filled.

#### County Administrator, Stafford

SALARY: Negotiable, DOQ/DOE (+)  
benefits. Deadline: April 25.

#### Deputy Director of Finance, Herndon

SALARY: \$58,209-\$93,136 DOQ (+)  
benefits. (may underfill at \$55,995-\$89,592  
if selected candidate is not a CPA). Open  
until filled.

#### Economic Independence Division Chief, Arlington County

SALARY: Negotiable to mid-\$120,000s (+)  
benefits. Open until filled.

#### Legislative Liaison, Henrico County

SALARY: \$58,679-\$103,000 DOQ/DOE  
(+) benefits. Deadline: April 29.

#### Deputy City Clerk, Manassas

SALARY: \$34,299-\$40,000 DOQ/DOE (+)  
benefits. Open until filled.

#### County Administrator, Scott

SALARY: DOQ/DOE (+) benefits. (pop.  
23,403) Deadline: April 30.

#### City Engineer, Colonial Heights

SALARY: DOQ/DOE (+) benefits. Dead-  
line: April 30.

**DEADLINE:** *The deadline for placing a job advertisement in the next issue of Update is Friday, April 27. 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 edits position descriptions in printed publications because of space limitations.*

## CALENDAR

#### Virginia Building and Code Officials Association Mid- Year Meeting, April 29-30, Charlottesville.

Contact: Mary Jo Fields at [mfields@vml.org](mailto:mfields@vml.org)  
or 804/523-8524.

#### Restoration 2007: Innovation, Leadership & Networks for Post-Disaster Recovery, May 2-4, New Orleans.

Sponsored by ICMA, Restoration 2007  
will help you learn how to foster commu-  
nity redevelopment and revitalization fol-  
lowing a disaster. Get conference details  
at [www.restoration2007.org](http://www.restoration2007.org).

#### Dealing with Differences: Diversity & the Generation Gap at Work, UVa Continuing Education Center (Richmond), May 9

One of the Second Wednesday Series of  
professional development classes spon-  
sored by the Virginia Institute of Gov-  
ernment. Classes are taught by learning  
consultants from Chesterfield County's

Chesterfield University. Registration per  
class: \$75-\$100 (includes lunch for full-day  
seminars). Group discounts. Contact:  
Jessica Smith at 804/371-0202, e-mail  
[jessicasmith@virginia.edu](mailto:jessicasmith@virginia.edu), or visit [www.VaInstituteofGovernment.org](http://www.VaInstituteofGovernment.org).

#### Municipal Electric Power Association of Virginia, May 23-25, Virginia Beach

Contact: Kimberly Pollard at [kpollard@vml.org](mailto:kpollard@vml.org)  
or 804/523-8528.

#### Virginia Transit Association 2007 Annual Meeting, June 11-13, Wintergreen

Three-day meeting will be held at the  
Wintergreen Resort. More information at  
[www.vatransit.com](http://www.vatransit.com) or 804/643-1166.

#### Succeeding as a First-Time Supervisor, UVa Continuing Education Center (Richmond), June 13

One of the Second Wednesday Series of  
professional development classes spon-  
sored by the Virginia Institute of Gov-  
ernment. Classes are taught by learning  
consultants from Chesterfield County's

Chesterfield University. Registration per  
class: \$75-\$100 (includes lunch for full-day  
seminars). Group discounts. Contact:  
Jessica Smith at 804/371-0202, e-mail  
[jessicasmith@virginia.edu](mailto:jessicasmith@virginia.edu), or visit [www.VaInstituteofGovernment.org](http://www.VaInstituteofGovernment.org).

#### Local Government Attorneys Fall Conference, Sept. 27-29, Williamsburg

Semi-annual conference will be at the  
Woodlands Hotel/Suites and Conference  
Center in Colonial Williamsburg. Contact:  
Leisa Steele at 804/371-0202 or [lrs5c@virginia.edu](mailto:lrs5c@virginia.edu).

#### 2007 VML Annual Conference, Oct. 14-16, James City County

Contact: Joni Terry for general informa-  
tion at [jterry@vml.org](mailto:jterry@vml.org) or 804/523-8529  
or contact Kimberly Pollard for exhibi-  
tion information at [kpollard@vml.org](mailto:kpollard@vml.org) or  
804/523-8528.

*Preferred method of submitting items is via  
e-mail to David Parsons at: [dparsons@vml.org](mailto:dparsons@vml.org).  
You may also submit via FAX at: 804/343-3758.*

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P.O. Box 12164  
Richmond, VA 23241  
(804) 649-8471  
Fax: (804) 343-3758  
E-mail: [e-mail@vml.org](mailto:e-mail@vml.org)  
[www.vml.org](http://www.vml.org)

Executive Director  
R. Michael Amyx

Editor  
David Parsons

Associate Editor  
Manuel Timbreza