

# Update

June 15, 2007

The newsletter of the  
Virginia Municipal League

## Inside ...

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### Register for land-use transportation summit

Register soon to attend an important one-day summit July 24 on implementing the land use provisions of the landmark 2007 transportation bill. The registration form is included in this edition of *Update* on page 5. It is also posted on the VML Web site at [www.vml.org](http://www.vml.org).

Sponsored by VML, VACo, the Coalition of High Growth Communities and the Virginia Chapter of the American Planning Association, the summit will address the road impact fee provisions of the legislation, including the relationship to cash proffers and how to develop urban development areas. It will be held in Henrico County from 10 a.m. until 3:45 p.m.

Registration is \$40 and covers the cost of a boxed lunch. City and town council members and managers, county board members and county administrators, planners, finance directors and other staff are invited.



## Task force urges state to assist cities more

Urban areas have enormous assets that must be cultivated, but they also need more assistance from the state to ensure that the problems affecting them can be overcome, according to the recently released state *Urban Policy Report*.

The well being of cities, which are at the centers of urban communities, directly affects the well being of the entire state, and the state must make cities a priority in order to maintain and sustain economic and social progress, according to the report.

In setting the rationale for a state urban policy, the report details the state's urban assets, which includes the historical and cultural nature of many older cities, and the location of many of the state's important institutions (religious, civic, educational, financial, legal, etc.).

Patterns of development in the state, however, are uneven – with most development occurring in counties (and cities with large amounts of land). The report cites a number of social and economic disparities – poverty, education levels, crime rates – between cities and their county neighbors.

The rationale for an urban policy concludes by saying that, “It is increasingly clear, however, that if our urban centers are to overcome

the problems that affect their economic well being and the quality of life of their residents, they must have more assistance and active participation from the Commonwealth.”

Important strategic policy issues confronting cities include concentrations of poor people who need high levels of human

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### VML LEGISLATIVE COMMITTEE

## K-12 rebenchmarking costs examined

VML's Legislative Committee discussed what it would cost the state and local governments to pay for the updated costs of complying with state education standards for public education when it met June 7 in Richmond.

The higher updated costs will result from the latest rebenchmarking of the state's Standards of Quality (SOQ). Virginia Deputy Secretary of Finance Dan Timberlake walked the committee through the various components that make up the SOQ, as well as the steps of the rebenchmarking process.

Rebenchmarking is the updating of the factors used in the calculation of what the state determines to be K-12 education costs. Rebenchmarking does not make any policy changes; instead, various factors that affect the cost of public education are brought up to date, such as funded salary amounts (as defined by the state), several measures of student population, expenditure data submitted by school divisions, Standards of Learning test data and free lunch eligibility, prevailing textbook costs, inflation and fringe benefit costs. Rebenchmarking is the cost of continuing to carry out current programs.

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## FROM THE CAPITOL

### Urban Policy Task Force continued ...

services; need for additional resources in education and workforce development; improvements in public safety, including additional state assistance; economic, financial and social disparities between cities and surrounding counties; unique needs of urban areas for transportation services; affordable housing and public infrastructure, and regionalism.

The report details five goals for the state in addressing these policy issues:

- Promote greater economic integration in urban jurisdictions and the surrounding regions.
- Improve the educational attainment and workforce readiness or urban populations.
- Strengthen the economic competitiveness or urban jurisdictions and the surrounding regions.
- Ensure a high quality of life in urban areas.

- Ensure that urban infrastructure, transportation systems and the environment will support a prosperous future for current and future citizens.

The report was the product of the Urban Policy Task Force, which was created by Gov. Tim Kaine in July 2006, and was charged with developing a comprehensive state urban policy, including actions and benchmarks addressing the key strategic policy services. The task force is to report back to the governor each December on progress toward meeting its goals.

A number of VML members serve on the task force, including Roanoke City Manager Darlene Burcham, Petersburg City Manager David Canada, Alexandria Mayor William Euille, Newport News Mayor Joe Frank, Danville Council Member John Hamlin, Chesapeake Director of Economic Development Warren Harris, James City County Chair John McGlennon,

Charlottesville City Council Member Dave Norris, Virginia Beach Mayor Meyera Oberndorf and Portsmouth City Manager James Oliver.

Also serving are Manassas Vice Mayor Harry Parrish II, former Winchester city council member Philip Pate, Lynchburg City Manager Kimball Payne, Martinsville Mayor Kimble Reynolds, Arlington County Board Member Walter Tejada, Henrico Board Member Frank Thornton, Hampton City Council Member Rhet Tignor, Fredericksburg Mayor Thomas Tomzak, Staunton City Council Member Rita Wilson, and Richmond City Sheriff Clarence Woody.

Secretary of Commerce and Trade Patrick O. Gottschalk released the Urban Policy Report in Lynchburg on June 1 at a First Cities meeting. The full report is available on the secretary's Web site at [http://www.commerce.virginia.gov/Urban\\_policy.pdf](http://www.commerce.virginia.gov/Urban_policy.pdf). ❖

### Legislative Committee continued ...

The committee discussed with Timberlake the challenges of paying for the rebenchmarking, the estimated cost of which is \$1.5 billion. This is an appreciable amount in any year, but given the weakening revenue picture in states nationwide, including Virginia, this challenge may prove to be even more daunting.

The committee determined that VML's Finance and Human Development & Education policy committees should together develop VML's policy on issues regarding rebenchmarking.

The committee discussed and referred a number of additional issues to VML's policy committees. These issues included:

- Authority to collect all state sales and local transient occupancy taxes on

hotel rooms booked through on-line services (such as Expedia, Priceline and Orbitz) – Finance Committee.

- Proposed changes to requirements under the Comprehensive Services Act for At-Risk Children and Families (CSA) – Human Development & Education Committee.

- Natural resources funding sources – Environmental Quality Committee.

- Disclosure of lobbying of local government officials – General Laws Committee.

- Eminent domain – General Laws Committee.

Vienna Mayor M. Jane Seeman is chair of the committee. It will meet again Sept. 21 in Richmond. ❖

**FROM THE CAPITOL****CSA fiscal workgroup to survey localities**

Local governments have until July 20 to comment on proposed guidelines regarding the provision of foster care prevention services that can be paid through the Comprehensive Services Act for At-Risk Children and Families (CSA). The memorandum and proposed guidelines may be viewed on the Office of Comprehensive Services' Web site, [http://www.csa.state.va.us/html/training\\_technical/tta\\_memo\\_May\\_21\\_2007.cfm](http://www.csa.state.va.us/html/training_technical/tta_memo_May_21_2007.cfm) VML will send additional information about the proposed guidelines to key officials in the coming week.

Just how much of an effect the proposed guidelines will have on local governments will depend on their price

tag. To try to get a better idea of the potential cost of these changes, a state workgroup whose members include local and state agency representatives and budget staff, VML and VACo staff, and children's advocates, developed a survey for local governments.

A link to this survey will be distributed via e-mail to Community Policy and Management Teams (CPMTs) and local CSA coordinators this week. VML urges CPMTs to work with their local Family Assessment and Planning Teams (FAPTs), or multi-disciplinary teams, as well as with their local CSA coordinator to fill out this survey. Survey responses are due July 30. ❖

**Second survey forthcoming on sprinklers in high-rise buildings**

The Virginia Housing Commission will survey local governments in urban areas later this summer on whether high rise buildings (buildings 75 feet or higher) are equipped with sprinkler systems.

A survey recently sent out by VML at the Housing Commission Work Group's request generated a fairly low level of responses from larger localities. Thirty-eight localities responded, but only 15 reported having high-rise buildings. Sprinkler systems were installed in all high-rise buildings in seven of those 15 jurisdictions, but in none or not all of the buildings in the other eight.

The Housing Commission's Housing and Environmental Standards Work Group met June 5 in Richmond to consider three issues: sprinkler systems in high rise buildings, feasibility of re-

quiring carbon monoxide detectors and overcrowding of residential dwelling units.

The work group is planning on using information from the survey on the availability of sprinkler systems in high-rise buildings in consideration of legislation referred to the Housing Commission from the 2007 session.

HB 2297 (McClellan) would have required that sprinkler systems be installed in any high-rise used as a residential dwelling unit for the elderly, or as a licensed assisted living facility.

The work group wants to gather information to determine how many high-rise buildings are not sprinkled, and what the buildings are used for. There is some support for requiring sprinkler systems for all high-rise buildings – not just for those used as residences for the

elderly or as assisted living facilities.

The work group also decided that the technology on carbon monoxide detectors was not advanced enough to support legislation requiring these devices.

The work group will meet again in late September or early October to review the survey on sprinklers and to discuss overcrowding issues. A study resolution enacted in the 2007 session directs the Housing Commission to study the effect of residential overcrowding on neighborhoods and localities; innovative solutions to help localities deal with the negative effects of overcrowding; and ways in which zoning, building code, and fire safety code laws may be strengthened to help localities protect its residents. ❖

**Governor outlines education agenda**

Gov. Tim Kaine outlined his plans to improve the quality and access to public education in Virginia before the State Board of Education at its June 29 meeting in Richmond.

The governor said he would have three spending priorities in the education arena for the 2008-2010 budget: expanding early childhood education with a focus on education for 4-year-olds, promoting excellence in education, and recruiting and retaining teachers.

The governor will submit his budget proposal for 2008-2010 in December, for consideration at the 2008 session. This will be the governor's first opportunity to submit his "own" budget proposal, due to the timing of gubernatorial elections and the state budget calendar.

During the 2006 session, Kaine said that while transportation was the most urgent problem facing the state, education was the most important issue that needed to be addressed. ❖

## AT THE LEAGUE

### VML policy committee meetings scheduled

Each year, VML's five policy committees meet to discuss current policy challenges, learn about emerging issues, and develop policy positions on topics that concern to local governments in Virginia. VML's policy committees will meet Thursday, July 19, at the Greater Richmond Convention Center. The convention center is located on East Broad Street between 3rd and 5th Streets in downtown Richmond.

The schedule is as follows:

10 a.m. to 12:15 p.m.  
Environmental Quality  
Human Development & Education  
Finance

12:15 to 1:15 p.m.  
Lunch for committee attendees  
1:30 to 3:45 p.m.  
General Laws  
Transportation

VML policy staff will send committee members information for these meetings, including a proposed agenda and issue briefs, prior to the July 19 meetings.



## VML Insurance offers new human resource service

VML Insurance Programs recently began operating a new Human Resource Center that is available to all Virginia Municipal Liability Pool (VMLP) members who purchase Local Government Liability coverage.

Eligible member entities can now get their organization's employment questions answered by calling a Toll-Free HR Helpline (see below). The center is staffed by professionals who specialize

in employment issues such as FMLA, FLSA, ADA, as well as various types of discrimination-based allegations.

In addition to the toll-free HR Helpline, eligible members can also access via the VML Insurance Web site, an Online Resource Web site which includes sample policies and current federal employment laws and regulations. Additionally, eligible members receive monthly *HR Express Updates* and *HR*

*Alerts*, which keep members informed of changing workplace regulations and recent court decisions.

To gain access to this valuable resource, a member only needs to purchase the Virginia Municipal Liability Pool (VMLP) LGL policy and then call the Human Resource Center Relationship Manager toll-free at 1-877-568-6655. ❖

## REGULATIONS

### Final Regulations

**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. This 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 situations 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 that information that the officer is required to obtain or is a matter of public record in the locality. For additional information, contact Colleen Calderwood, Office of Veterinary Services, at 804/786-2483 or e-mail her at [colleen.calderwood@vdacs.virginia.gov](mailto:colleen.calderwood@vdacs.virginia.gov).

**Family Access to Medical Security Insurance Plan (FAMIS).** The Department of Medical Assistance Services

has proposed action to implement a mandate of the 2007 Acts of Assembly to expand eligibility for the FAMIS MOMS programs from those with an income up to 166 percent of the federal poverty level to those with an income of up to 185 percent of the federal poverty level. For more information, contact Leah Walker, Department of Medical Assistance Services, at 804/371-8684 or e-mail her at [leah.walker@dmas.virginia.gov](mailto:leah.walker@dmas.virginia.gov).

### Proposed Regulation

**Standards for Interdepartmental Regulation of Children's Residential Facilities.** The State Boards of Education, Juvenile Justice, Mental Health, Mental Retardation and Substance Abuse Services and Social Services has proposed a regulation to repeal 22

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# Using the Transportation Act of 2007 to make growth work

**Tuesday, July 24, 10 a.m. – 3:45 p.m.**  
**The Place at Innsbrook**  
**4036-C Cox Road, Glen Allen, VA 23060**

## Registration

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Locality: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Registration: **\$40 if mailed before July 15;**  
**\$50 after July 15 (includes lunch)**



Make checks payable to: **High Growth Coalition**

Mail registration form and payment to:

**Kara Norris**  
**David Bailey Associates**  
**1001 E. Broad Street, Suite 215, Richmond, VA 23219**

E-mail questions about your registration to: **HighGrowth@CapitolSquare.com**

### Directions

**From West:** I-64, exit 178B Broad Street East, left on Dominion Boulevard at 1<sup>st</sup> traffic light, then right into parking lot.

**From East:** I-295 to Exit 51B Nuckols Road South, right on Cox Road, right into parking at Innslake Drive (The Place is located on the far side of the complex)

**Alternative from Richmond:** I-64 West to Exit 178B, then SAME as from West

**From South:** Either I-95 to I-64 West to Exit 178B OR Route 288 to I-64 East, to Exit 178B, then SAME as from West



## REGULATIONS

VAC 42-10 and adopt a new regulation, 22 VAC 42-11, Standards for Interdepartmental Regulation of Children's Residential Facilities. The regulation applies to all children's residential facilities licensed or certified by the Departments of Education; Juvenile Justice; Mental Health, Mental Retardation and Substance Abuse Services; and Social Services. The proposed changes made

to this regulation reflect changes to the children's residential facility industry in recent years, and in federal requirements regarding recordkeeping and behavior management. The proposed changes also incorporate the requirements found in Chapters 168 and 781 of the 2006 Acts of Assembly. Proposed substantive changes address changes in the types of licenses issued in response to compliance issues, summary sus-

pensions, staff training requirements and qualifications, timely educational services, record keeping requirements, medication, staff supervision ratios, behavior management, recreation, emergency procedures, and community relations. Public hearings will be held. Contact Charlene Vincent, Department of Social Services, at 804/726-7097 or e-mail her at charlene.vincent@dss.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.

### GIS Data Analyst, Virginia Beach

SALARY: \$48,534 to start (+) benefits. (Will increase appx. 1.5 percent July 1). Develops and integrates GIS-based enterprise solutions and services with departmental workflows and business processes; coordinates and leads teams that include subject-matter specialists from other depts. and GIS Center members to identify processes that can be automated and enhanced through GIS applications. Reqs. any comb. of educ. (above H.S.) and/or exper. equal to 8 yrs. in positions such as cartographer, systems analyst, database analyst, programmer analyst or civil engineer, and including 4 yrs. specializing in work integrating GIS commercial off-the-shelf products with municipal business practices and processes. Visit [www.vbgov.com/careers](http://www.vbgov.com/careers) for detailed job info and to apply on-line. No faxes, e-mails or paper applications accepted. Reference #1598. Deadline: July 6. EOE.

### Procurement Manager, King George County

SALARY: \$45,609-\$60,000 hiring range DOQ (+) benefits. Performs intermediate professional work in the purchasing and contracting of services, supplies,

materials and equipment for King George County government and King George County schools. Duties include consulting with dept. heads and constitutional officers about purchasing and contracting needs. Exempt position under FLSA. Application review process begins June 25. Applications may be obtained from the King George County Administrator's Office, 10459 Courthouse Drive, Suite 200, 540/775-9181 or online at [www.king-george.va.us](http://www.king-george.va.us). Open until filled. EOE.

### Director of Code Compliance, Stafford County

SALARY: \$94,653-\$124,090 (+) benefits. Direct and oversee the building code inspection and enforcement process; environmental, erosion and sediment control activities; storm water programs and enforcement; development securities administration and a multitask permit center. Reqs. any comb. of educ. and exper. equiv. to graduation from accredited college with degree in civil engineering, urban planning, architecture or related fields and exper. in code enforcement and administration, public admin., building and development trades and environmental programs. Reqs. valid Va. driver's license. Apply on-line at [www.co.stafford.va.us](http://www.co.stafford.va.us). Resume not accepted in lieu of county application. Resumes can be attached to the on-line application. #1422. Deadline: June 29. EOE.

### Zoning and Code Enforcement Supervisor, York County

SALARY: \$41,853-\$64,564 DOQ/DOE (+) benefits. Supervise, direct and review activities of zoning and code enforcement officers. Perform research and provide info. about zoning and land use issues to citizens, developers, businesses and county officials. Perform inspections and ensure compliance with land use codes. Reqs.

relevant bachelor's degree and 2-4 yrs. exper. in code enforcement and/or planning work, including some supervisory exper.; or any equiv. comb. of educ. and exper. Must obtain designation as a CZA within 1 yr. York County application is required and may be obtained from the H.R. Office, 120 Alexander Hamilton Blvd., 2nd Floor, Yorktown, VA; or [www.yorkcounty.gov](http://www.yorkcounty.gov); or 757/890-3690. Hearing impaired TDD 757/890-3300. Open until filled. EOE.

### Planner I (Division of Development and Compliance), York County

SALARY: \$36,152-\$55,769 DOQ/DOE (+) benefits. Work involves planning and development assignments, including site plan and subdivision review / analysis and field inspection of projects. Reqs. bachelor's degree in planning, civil engineering or landscape architecture and at least 1 yr. professional exper. or any equiv. comb. of training and exper. A York County application is required and may be obtained from the H.R. Office, 120 Alexander Hamilton Blvd., 2nd Floor, Yorktown, VA; or [www.yorkcounty.gov](http://www.yorkcounty.gov); or 757/890-3690. Hearing impaired TDD 757/890-3300. Open until filled. EOE.

### Transportation Planner, Herndon

SALARY: \$53,076-\$67,316 hiring range (\$54,076-\$84,921 full range (+) benefits. (pop. 23,000) Located near Dulles International Airport in a growing high-tech corridor of western Fairfax County. Plan and implement the town's transportation planning activities; manage effort to obtain regional, state, federal funding for transportation projects. Reqs. master's degree in urban planning, transportation planning or closely related field with 3-plus

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## POSITIONS

yrs. progressively responsible experience in transportation planning, traffic operations, traffic impact studies, modeling traffic, transit operations and managing consultants. Must have excellent communication skills. MS Office skills preferred. Call 703/481-1185, e-mail jobs@herndon-va.gov or visit www.herndon-va.gov. Deadline: July 9. EOE.

### **Business Auditor (Finance Department), Albemarle County**

SALARY: \$44,663-\$58,062 hiring range DOE/DOQ. Inspects and investigates business establishments to secure compliance with state and local business license and tax ordinances. Reqs. bachelor's degree in business mngmnt., finance or related field with course work equiv. to a major concentration in accounting and/or auditing; min. 2 yrs. audit exper. Prefer CPA or related certification. Complete job description and on-line application at [www.albemarle.org/jobs.asp](http://www.albemarle.org/jobs.asp). County of Albemarle, Department of Human Resources 401 McIntire Road, Charlottesville, VA 22902; 434/296-5827. Open until filled. EOE.

### **Building Inspector, Montgomery County**

SALARY: DOQ (+) benefits. Administers and enforces Va. Uniform Statewide Building Code by advising contractors and homeowners on code reqs.; inspects construction work to determine code compliance. Reqs. strong background in plumbing, mechanical and building construction; H.S. graduate with 5 yrs. exper. in building trades. Prefer current Va. certifications in building code inspections. Req. county application available at: Human Resources, 755 Roanoke St., Suite 2D, Christiansburg, VA. For more info., contact HR at 540/394-2007 (TDD 540/382-5700); County Job Line (540/394-2010); e-mail [www.montva.com](mailto:www.montva.com). Deadline: July 9. EOE.

### **Budget Analyst (Finance Department), Manassas**

SALARY: \$48,048-\$64,000 (+) benefits. Prepare and analyze budget records, requests and reports; assist in development of 5-yr. CIP, annual operating budget and forecasts. Reqs. relevant bachelor's degree and 2 yrs. bdgt. preparation or analysis exper. Reqs. superior Microsoft Excel and Access skills; superior skills in developing and maintaining relational databases and report writing tools for databases.

Apply: Department of Human Resources, 9027 Center St., Room 302, Manassas, VA 20110. FAX: 703/257-5827; e-mail: [hr@ci.manassas.va.us](mailto:hr@ci.manassas.va.us); [www.manassascity.org](http://www.manassascity.org). Deadline: July 20. EOE.

### **Accountant (Finance Department), Manassas**

SALARY: \$48,048-\$64,000 (+) benefits. Prepares and analyzes accounting records, reports and statements; processes and maintains financial and related data. Duties include analysis and reconciliation of revenues from local, state and federal grants; maintenance and reconciliation of capital projects funds and construction-in-process schedules. Reqs. relevant bachelor's degree and 2-3 yrs. accounting related exper. Prefer 2-3 yrs. exper. with grants, fixed assets and govt. accounting. Apply: Department of Human Resources, 9027 Center St., Room 302, Manassas, VA 20110. FAX: 703/257-5827; e-mail: [hr@ci.manassas.va.us](mailto:hr@ci.manassas.va.us); [www.manassascity.org](http://www.manassascity.org). Deadline: July 20. EOE.

### **Administrative Analyst, Accomack County**

SALARY: \$34,502-\$50,028. Provides analytical and technical support to the Central Accounting Department. Responsibilities include: assisting the Finance and IT Director with projects; researching and analyzing existing and potential policies, practices and procedures; coordinating technology orders and vendors. Reqs. relevant bachelor's degree and 1-3 yrs. exper. and/or training involving technical and analytical work. Prefer Microsoft Office certification, along with additional Web site or systems analysis training. For an application packet, contact the Accomack County Administration Office, P.O. Box 388 (23296 Courthouse Ave.), Accomac, VA 23301, 757/787-5700. Mail completed application and resume to above address. Deadline: July 6. EOE.

### **County Attorney, Scott**

SALARY: DOQ/DOE (+) benefits. FT / appointed by Board of Supervisors. Legal adviser to Board of Supervisors, county administrator, School Board, EDA, PSA, DSS, Planning Commission and RHA. Prefer exper. in local govt. and school law; public utility issues; subdivision, land use and planning; contracts; trial practice in state and federal courts; social service issues; real estate; public housing issues; public finance contracts related to econ. dev.; FOIA. Supervises paralegal. Submit cover letter, detailed resume, salary history

and references in sealed envelope marked "Confidential" to: Chairman, Board of Supervisors, County of Scott, 112 Water St., Suite 1, Gate City, VA 24251. Tentative start date: Oct. 15. Deadline: July 2. EOE.

### **Assistant City Manager, Norfolk**

SALARY: Negotiable DOQ/DOE (+) benefits. Performs administrative functions of complex and significant difficulty in executing programs and projects for the city manager. Participates with dept. heads in solving administrative problems and in developing changes in dept. organization, procedure and policies. Reqs. graduation from accredited 4-yr. college with master's in public or business admin., or a related field and 10 yrs. exper. with increasing responsibility for planning, organizing and executing a varied work plan in a mid- to large-size city, county or state agency. Residency req. Submit letter of interest and resume in confidence to: Glenda Schroedel, Administrative Assistant to the City Manager, City of Norfolk, City Manager's Office – Suite 1101, 810 Union St., Norfolk, VA 23510. [executiverecruitment@norfolk.gov](mailto:executiverecruitment@norfolk.gov). Apply immediately. Open until filled. EOE.

### **Director of Parks & Recreation, Allegheny County**

SALARY: DOQ/DOE (+) benefits. Plans, organizes, directs and leads all county parks & recreation programs, services and staff; prepares and presents operating bdgts, capital improvement projects and other reports. Prefer bachelor's degree in Parks & Rec. Administration and Leisure Services plus 3 yrs. exper. at an assistant director level. Reqs. substantial exper. in managing parks and rec. programs; developing and planning parks & rec. facilities. Applications available at [www.co.allegheny.va.us](http://www.co.allegheny.va.us) or pick up at the Administration Office, 9212 Winterberry Ave., Covington, VA 24426. Deadline: June 30. EOE.

### **Town Planner, Cape Charles**

SALARY: \$33,863-\$45,152 DOQ (+) benefits. Responsible for long- and short-term planning activities, including management of planning projects and administration of the zoning ordinance. Also provides support to the Town Council, Planning Commission, Historic District Review Board, Board of Zoning Appeals and Wetlands Board. Reports to town manager. Prefer master's degree in urban planning and 1-2 yrs. exper., including ArcGIS. Cape Charles is experiencing steady growth as

## POSITIONS

sociated with revitalization of the historic area and development of new residential and commercial areas. Submit cover letter, resume and employment application (available at [www.capecharles.org](http://www.capecharles.org) or by calling 757/331-3259) to: Town Clerk, 2 Plum St., Cape Charles, VA 23310. Deadline: June 20. EOE.

### **Coordinator of Fire and EMS (Department of Emergency Services), Isle of Wight County**

SALARY: \$51,788-64,735 DOQ (+) benefits. Responsible for providing support to agencies serving the county in areas of fire protection and emergency medical response. Acts as liaison with officials and the public. Reqs. bachelor's degree, 5-8 yrs. of experience; certifications in hazardous materials; Va. Fire Officer I, EMT / Intermediate / Paramedic, and mass casualty incident training. Submit application and resume to: Human Resources, P.O. Box 80, Isle of Wight, VA 23397. Visit [www.iwus.net](http://www.iwus.net) or call 757/365-6304. Deadline: June 14. EOE.

### **Senior Policy Analyst, Va. Department of Housing and Community Development**

SALARY: \$45,000-\$65,000 DOQ/DOE (+) benefits. Provide technical and logistical support to the Commission on Local Government. Implement and administer a process by which state agencies assess mandates imposed on local govts.; identify and analyze proposed state legislation for its potential impact on localities; conduct research and prepare annual report on municipal boundary changes. Must have knowledge of Va. state and local govt. structure and authority, and intergovernmental relations. Reqs. relevant bachelor's degree (advanced degree preferred). Must complete a state application through the on-line employment system. More info. from HR office at 804/371-7000. Open until filled. #00313.

### **Planner, Chesapeake (Public Schools)**

SALARY: \$45,336-\$50,050 start range (+) benefits. Assist in planning for capital needs of school system; coordinate planning activities with city staff; serve as liaison between the school system and city departments. Typical tasks include analyzing residential rezoning applications; analyzing demographic info; geographic and data analyses relative to school boundaries,

enrollment projections and school site acquisition; and making recommendations to the School Board regarding site acquisition and disposition. Reqs. knowledge of school planning and development procedures; graduation from accredited college (master preferred). Application and additional info. available by contacting the Personnel Department at 757/547-0001 or [www.cpschools.com/departments/personnel/vacancies.html](http://www.cpschools.com/departments/personnel/vacancies.html). Open until filled. EOE.

### **Environmental Administrator, Roanoke**

SALARY: \$48,243-\$77,190 DOQ/DOE (+) benefits. Responsibilities include environmental compliance, including development and implementation of the city's environmental management system; annually assess and determine departmental compliance with federal, state and local laws dealing with environmental matters. Reqs. bachelor's degree, 3-5 yrs. related experience and/or training; or equivalent combination of education and experience. Must reside within 30-min. travel time to downtown Roanoke. Finalist interviews will be held July 18. Obtain more info. or apply online at <http://www.roanokeva.gov/jobs> or Department of Human Resources, 215 Church Ave. S.W., Room 207, Roanoke, VA 24011. Apply immediately. EOE.

### **Public Works Position (FT), Rich Creek**

SALARY: DOQ/DOE (+) benefits. Must be willing to work a flexible schedule that may include weekends and evenings; must possess valid driver's license; and must successfully complete a criminal background investigation. Va. water or wastewater license preferred, but not required. Applications may be picked up at the Town Office, 140 North & Spruce Sts., Rich Creek, Va. 24147. Open until filled. EOE.

## Other positions

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

### **Director of Public Utilities, Caroline County**

SALARY: DOQ/DOE (+) benefits. Open until filled.

### **Deputy Director of Public Works / Site Inspector, City of Manassas Park**

SALARY: \$56,565-\$87,676 hiring range DOQ (+) benefits. Open until filled.

### **County Planner II, Henrico**

SALARY: \$42,262-\$74,182 (+) benefits. Deadline: June 17.

### **Social Services Director III, York/Poquoson Social Services**

SALARY: \$75,550 negotiable (+) benefits. Deadline: June 15.

### **Director of Public Works, Manassas**

SALARY: \$83,700-\$139,000 (+) benefits. Open until filled.

### **Town Manager, Cape Charles**

SALARY: \$54,182-\$88,045 DOQ (+) benefits. Deadline: June 22.

### **Planning Director, Spotsylvania County**

SALARY: DOQ/DOE (+) benefits. Deadline: June 30.

### **Planner, Mathews County**

SALARY: \$35,000-plus DOE (+) benefits. Open until filled.

### **Finance Officer/Town Treasurer, Gordonsville**

SALARY: \$46,615-\$60,822 (+) benefits. Deadline: June 29.

### **Supervisor of Planning and GIS, Stafford County Public Schools**

SALARY: \$71,800-\$81,300 (+) benefits. Open until filled.

### **Director of Community Development, Herndon**

SALARY: \$73,852-\$117,720 DOQ (+) benefits. Deadline: June 29.

### **Town Manager, Glasgow**

SALARY: DOQ/DOE (+) benefits. Open until filled.

### **Director of Community Development, Duck, N.C.**

SALARY: \$61,095-\$94,696 DOQ/DOE. Open until filled.

## POSITIONS

### Use Permit Program Coordinator, Arlington County

SALARY: \$52,249-\$86,382 DOQ/DOE (+) benefits. Apply immediately.

### Inspection Services Manager, Arlington County

SALARY: \$58,240-\$96,283 DOQ/DOE (+) benefits. Apply immediately.

### Utility Agent, Hanover County Public Utilities

SALARY: \$35,265-\$52,523 hiring range DOQ/DOE (+) benefits. Open until filled.

### Operations Coordinator, Virginia Beach

SALARY: \$50,991 to start (+) benefits. Deadline: June 25.

### Director of Communications, City of Alexandria

SALARY: \$78,485-\$129,868 DOQ/DOE (+) benefits. Deadline June 22.

### Law Enforcement Officer, (Full-time), La Crosse

SALARY: \$28,049 (+) significant selective enforcement hrs. Open until filled.

### Transportation Engineer, Central Shenandoah Planning District Commission

SALARY: \$47,000-\$70,000(+) benefits. Open until filled.

### Environmental Planner, Goochland County

SALARY: Negotiable DOQ/DOE (+) benefits. Open until filled.

### Librarian II – Youth Services, Williamsburg Regional Library

SALARY: \$40,949/year, or higher DOQ. Open until filled.

### Librarian I – Adult Services (PT/temporary), Williamsburg Regional Library

SALARY: \$17.03 hourly rate / 15 hrs. per week. Open until filled.

### Library Mobile Services Assistant, Williamsburg Regional Library

SALARY: \$24,641-\$30,800 DOQ. Open until filled. EOE.

**DEADLINE:** *The deadline for placing a job advertisement in the next issue of Update is Friday, June 22. 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 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 sponsored by the Virginia Institute of Government. 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).

### Implementing Low Impact Development in Virginia: Lessons Learned, June 25, Henrico County

Soil & Water Conservation Society Spring Meeting includes a forum for people with

experience implementing low impact development programs in Virginia to share knowledge regarding what policy approaches have worked, what haven't and how Virginia localities considering LID programs should approach this endeavor. \$50 non-members; \$40 members; \$20 students. <http://www.bse.vt.edu/swcs/>.

### 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 information at [jterry@vml.org](mailto:jterry@vml.org) or 804/523-8529 or contact Kimberly Pollard for exhibition information at [kpollard@vml.org](mailto:kpollard@vml.org) or 804/523-8528.

### Virginia Building and Code Officials Association Annual Conference, Oct. 21-23, Virginia Beach

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

### 2007 National Conference on the Creative Economy, Oct. 24-25, Fairfax County

For corporate executives, municipal officials and academics. Will cover issues such as attracting and retaining the creative class, using diversity to promote creativity, harnessing the power of an aging workforce, and improving communities and the economy through creative companies. Keynote speakers include George Mason University Professor Richard Florida, New York Times columnist and author Thomas Friedman, and futurist Alvin Toffler. Sponsors include the Fairfax County government and the Fairfax County Economic Development Authority. Registration: \$325 until June 4; \$395 thereafter. For more information and to register, visit [www.creativeeconomies.org](http://www.creativeeconomies.org).

### NLC Congress of Cities, Nov. 13-17, New Orleans

Contact: [www.nlc.org](http://www.nlc.org).

*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.*

# Update

The newsletter of the  
Virginia Municipal League

P.O. Box 12164 • Richmond, VA 23241



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