

## COMMISSION ON LOCAL GOVERNMENT

### Regular Meeting

10:00 a.m., January 16, 2007

#### Members Present

Harold H. Bannister, Jr., Chairman  
John G. Kines, Jr.  
Frances M. Parsons

#### Members Absent

Vola T. Lawson

#### Others Present

Bill Shelton, Executive Director  
Steve Ziony, Principal Economist  
Al Williams., Deputy Director for Administration  
Bill Ernst, Policy Office Manager  
Barbara Johnson, Administrative Assistant  
Bradley Marsh, Joint Legislative Audit and Review Commission

#### Call to Order

The Chairman called the meeting to order at 10:15 a.m., January 16, 2007 in the Third Floor Conference Room of the Department of Housing and Community Development in Richmond, Virginia.

#### **I. Election of Chairman and Vice-Chairman**

On the suggestion of Mr. Kines, the Commission deferred the elections until the next regular meeting with the expectation that the status of the appointment to the position most recently filled by Ms. Seefeldt would be clarified and the full Commission could attend.

#### **II. Administration**

##### **A. Approval of Minutes of Regular Meeting of November 14, 2006**

The minutes of the Commission's regular meeting of November 14, 2006 were approved without amendment.

**B. Public Comment Period**

The Chairman opened the floor to receive comments from the public. No person appeared to testify before the Commission during the public comment period.

**C. Presentation of Financial Statement for December 2006**

The Deputy Director indicated that the member's packet for the current meeting contained an internally produced financial statement that encompassed expenditures through the end of December 2006. Mr. Williams stated that the financial report covered approximately one-half of Fiscal Year 2007, and that Commission expenditures for the six-month period were \$153,742, or 47% of the \$354,400 budgeted for the current fiscal year. Members of the Commission discussed various individual budget items, including those related to the transition of computer systems used at the state level. The members accepted the report for filing.

**D. Executive Director's Report**

**1. Remarks by Mr. Bill Shelton**

Mr. Shelton reported that the Department had recently advertised the position of Local Government Policy Manager. Mr. Shelton provided additional information about the recruitment process that the Department would follow.

Mr. Shelton reported that no new boundary adjustment requests had been received. However, Broadway Virginia had notified us of activities related to a possible voluntary boundary adjustment involving the town and Rockingham County.

**2 VML-VACO Legislative Day**

The Director reminded the Commissioners of the annual Legislative Day sponsored by the Virginia Municipal League and the Virginia Association of Counties that was scheduled on February 1, 2007 in Richmond. The Commissioners were also reminded of the forthcoming National Association of Counties Conference to be held in Richmond during July 2007.

**3 Meeting Per Diem**

The Director stated that in accordance with Commission policy on compensation and reimbursement, per diem would be paid to Mrs. Parsons for her travel on January 15, 2007, and to all members present for their service to the Commonwealth on January 16, 2007.

**4. Report by Mr. Steve Ziony**

Mr. Ziony discussed preliminary findings based on the data used to develop the fiscal stress index report for 2007. He provided preliminary data for FY 2003-2004 and FY 2004-2005. The data revealed some shifts in the scores for a number of localities but also noted that in most cases the change in score was less than 2 points. In three-quarters of the cases examined, the change in the relative stress score was  $\pm 1$  point. Only 11

localities would change their classification by category based on the preliminary data.

Commission members discussed how the relative needs scale is determined. Members also requested that staff be available in the future to assist in presenting a “road show” on the fiscal stress measurement system, with the intention of broadening local awareness and understanding of the system. Members sought information for a plan to distribute information about the system and to perform presentations to local governments.

**III. Catalog of Mandates for 2007**

**Preliminary Staff Comments**

Mr. Shelton discussed the recent changes in the Mandate Assessment process. He noted that some action by the governor, probably in the form of an Executive Order would likely be necessary to give full effect to the revised mandate assessment process previously outlined for the Commission. This would need to take place before the end of the current fiscal year.

**IV. Report on Staff Legislative Activities for 2007**

**Report by Mr. Bill Ernst**

Mr. Ernst identified a number of bills and resolutions introduced during the first six days of the legislative session that directly affected the Commission’s activities and areas of responsibility. In addition, he presented a list of bills tentatively identified by the Division of Legislative Services as having potential local government fiscal impacts.

**V. Scheduling of Next Regular Meeting**

The Commission scheduled its next regular meeting for March 12, 2007 at its offices in Richmond

**V. Adjournment**

The meeting was adjourned at 12:00 noon.

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Kathleen K. Seefeldt  
Chairman

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William J. Ernst, III  
Policy Office Manager