



Ralph S. Northam  
Governor

R. Brian Ball  
Secretary of  
Commerce and Trade

# COMMONWEALTH of VIRGINIA

Erik C. Johnston  
Director

## DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

### MINUTES

#### Regular Meeting

#### Commission on Local Government

11:00 a.m., July 9, 2020

**Due to the COVID-19 pandemic and public health emergency and the need to provide social distancing and prohibit large gatherings, the meeting was held electronically in accordance with the State of Emergency Declared by the Governor and the 2020 amendments to the 2019 Appropriations Act. The meeting was held via Google Meet.**

#### Members Present

R. Michael Amyx,  
Stephanie D. Davis, Phd., Vice Chair  
Diane M. Linderman, PE  
Rosemary M. Mahan, Chair  
Kimble Reynolds, Jr.

#### Members Absent

#### Staff Present

J. David Conmy, Local Government Policy Administrator  
Ali Akbor, Senior Public Finance Analyst  
Kristen Dahlman, Senior Policy Analyst  
Cody Anderson, Legislative Affairs and Boards Coordinator

#### Call to Order

The Commission on Local Government (CLG) Chair, Ms. Rosemary Mahan, called the meeting to order at 11:00 a.m.

It was noted that due to the Governor's declared State of Emergency due to COVID-19, it is impracticable and unsafe for the Commission on Local Government to assemble in a single location, so the commission meeting will be held electronically, by video conference and telephone options, pursuant to 2020 Amendments to the 2020 Appropriation Act. The purpose of the meeting is to discuss or transact the business statutorily required or necessary to continue operations of the Commission on Local Government and the discharge of its lawful purposes, duties, and responsibilities. The public is welcome to use the link and phone number options made available by staff to attend the meeting electronically. The Commission on Local Government will make available a recording or transcript of the meeting on its website in accordance with the timeframes established in Sections 2.2-3707 and 2.2-

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3701.1 of the Code of Virginia.

**I. Administration**

**a. Approval of the Draft Agenda**

A motion was made by Mr. Reynolds and seconded by Mr. Amyx to approve the draft agenda. The motion passed.

**b. Approval of Minutes of the Regular Meeting on November 5, 2019**

A motion was made by Ms. Linderman and properly seconded by Ms. Davis to amend the agenda to include an updated Mandate Assessment Schedule with the Commission for consideration and adoption. This motion passed (Yeas: Amyx, Davis, Linderman, Mahan, Reynolds; Nays: None; No-Votes: None).

**c. Public Comment Period**

Ms. Mahan opened the floor to receive comments from the public. No one from the public appeared before the Commission; the public comment period was then closed.

**d. Policy Administrator's report**

Mr. David Conmy introduced Ms. Sara Dunnigan, Deputy Director of GO Virginia and Economic Development as the interim Policy Director with direct oversight of Commission on Local Government Staff. Ms. Dunnigan gave the Commission an overview of her credentials and the work that the GO Virginia and Economic Development Division has done to help combat the effects of the COVID-19 pandemic.

Mr. Conmy, Ms. Kristen Dahlman, Mr. Ali Akbor, and Mr. Cody Anderson relayed to the Commission the different projects that were in progress throughout the Policy Office at the Department of Housing and Community Development in order to help combat the effects of the COVID-19 pandemic, including redirection of funds from the Community Development Block Grant, the creation of the GO Virginia Economic Resilience and Recovery Grants Program, and the Rent and Mortgage Relief Program.

Mr. Conmy gave a brief update on potential reversion cases that may come before the Commission in the future. It was noted that COVID-19 is likely to delay any cases that may come before the Commission, however it is recommended that staff begin to work on potential changes to the case review process that promotes safety and social distancing measures should a case come before the Commission while the pandemic is still active. Mr. Conmy offered to have staff present those recommendations at the next Commission meeting in September.

Mr. Conmy reviewed various articles of interest to the Board regarding local government affairs.

**II. Fiscal Stress Report for 2017/2018**

Ms. Dahlman provided the Commission with the proposed schedule of state and federal mandates that are

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subject to agency assessment pursuant to 2.2-613 of the Code of Virginia and Executive Order 58 (Kaine). Mr. Reynolds made a motion to approve the schedule, which was seconded by Mr. Amyx. The motion passed.

#### III. Fiscal Stress Report

Mr. Akbor relayed to the Commission the initial findings of the Fiscal Stress Report. It was noted that the report collects data from 2018 so effects of the current pandemic would not be recorded within the data. It was also noted that two localities, Hopewell and Petersburg had yet to submit their fiscal data.

A motion was made by Mr. Reynolds and properly seconded by Ms. Linderman to approve the report. The motion passed (Yeas: Amyx, Davis, Linderman, Mahan, Reynolds; Nays: None; No-Vote: None).

Mr. Conmy and Mr. Akbor gave a supplementary presentation on the Local Vulnerability Analysis that Commission staff had begun. It was noted that the Fiscal Stress Report is an important tool utilized by the agency for various programs but that the data lags and may not show the full story. The Local Vulnerability Analysis is meant to be a value added tool to help better determine those localities in the most need. It was noted that no Commission action was required in regards to the Local Vulnerability Analysis. Additional discussion among the Commissioners ensued and their overall response was supportive of the analysis. The Commissioners requested a copy of a narrative version of the report once it is available.

#### IV. Report on Municipal Boundary Line Changes

Ms. Dahlman gave a brief summary of the Municipal Boundary Line Changes that occurred since last year's report, including changes to the boundaries of Caroline and Essex counties, the Town of Christiansburg and Montgomery County, and between Manassas Park City and Prince William County.

A motion was made by Ms. Linderman and properly seconded by Mr. Reynolds to approve of changes for the report as presented by staff. The motion passed (Yeas: Amyx, Davis, Linderman, Mahan, Reynolds; Nays: None; No-Votes: None).

#### V. Update to Mandate Assessment Schedule

Ms. Dahlman provided a brief overview of changes to the Mandates Assessment Schedule. It was noted that the Department of Social Services had requested to do their assessment January through March of 2021, however they have revised their request and now would like move that period up to October through November of 2020. The Secretary has already given approval for the change, however Executive Order 58 requires the Commission to also give approval for the change.

A motion was made by Ms. Linderman and properly seconded by Mr. Reynolds to approve the schedule change. The motion passed (Yeas: Amyx, Davis, Linderman, Mahan, Reynolds; Nays: None; No-Votes: None).

#### VI. 2020 General Assembly Reconvened Session

Mr. Conmy noted that the Governor will be calling a Special Session of the General Assembly this year to

determine how unallotted funds will be spent as more accurate revenue projections are formulated as a result of effects of the COVID-19 pandemic.

Ms. Dahlman relayed to the Commission that there are a lot of local efforts to combat the effects of the COVID-19 pandemic. She noted that the state received \$3.1B in COVID-19 relief funds with a portion of the funds going straight to localities based on population.

VII. **Other**

There was no other business

VIII. **Schedule of Regular Meetings**

Mr. Anderson presented the schedule of meetings for 2020. It was noted to the Commission that the next scheduled meeting will take place on September 17<sup>th</sup>. It was noted that Virginia State Code mandates that the Commission meet 6 times per year and since the May meeting was canceled due to the COVID-19 pandemic, there may be reason to make up the meeting later in the year. Mr. Anderson informed the Commission that staff would be in touch with counsel regarding whether or not calling a special meeting will be necessary.

IX. **Upcoming Events of Interest**

Mr. Anderson advised the board that upcoming events of interest include the VAPDC has an online Summer Series in July, the VML Annual Conference will be on October 9<sup>th</sup>, the VACO Annual Conference will be in November, as well as the Virginia Governor's Housing Conference.

**Adjournment**

By consensus of the Commission, Ms. Mahan called the meeting adjourned at 12:43 p.m.

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Rosemary M. Mahan,  
Chair

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J. David Conmy,  
Local Government Policy Administrator