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**MAGAZINE**

VIRGINIA TOWN & CITY

TO: Clerks/Managers, Urban Section  
FROM: Michelle Gowdy, Acting Executive Director  
DATE: September 1, 2017  
RE: Urban Section Voting Procedures

The Urban Section of VML consists of those cities and counties that are regular members and have a population in excess of 35,000. The Urban Section will meet on Monday, October 2, at the Williamsburg Lodge during the VML Annual Conference. A chair and vice chair of the Urban Section will be elected at the beginning of this meeting. The chair serves as a member of the VML Executive Committee.

The Urban Section uses a weighted voting procedure for the election of the chair and vice chair, as explained below.

For the election procedure in the Urban Section meeting, each locality has one vote per 100,000 population rounded to the nearest 100,000. The vote is considered as the expression of the majority of the council or board of supervisors of the locality. Population is based this year on the 2016 estimates produced by the Weldon Cooper Center, as shown on the following page.

The operating procedures of the Urban Section require that each locality appoint an official delegate, delegate alternate, and staff assistant. The official delegate is the voting representative of their locality at the Urban Section meeting. Please designate these officials on Attachment A, which should be returned by **September 20, 2017**.

The chief elective officer of your locality will be the voting member if Attachment A is not returned.

P.O. Box 12164  
RICHMOND, VIRGINIA 23241

13 EAST FRANKLIN STREET  
RICHMOND, VIRGINIA 23219

804/649-8471  
FAX 804/343-3758  
www.vml.org

ATTACHMENT A

NOTE: This form is to be returned by localities with populations over 35,000. Please return to VML by September 20, 2017.

URBAN SECTION: DELEGATES, ALTERNATES AND STAFF ASSISTANTS

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

Information Supplied by: Name \_\_\_\_\_

Title \_\_\_\_\_

Voting Delegate

Name \_\_\_\_\_

Title \_\_\_\_\_

Email: \_\_\_\_\_

Alternate Voting Delegate

Name \_\_\_\_\_

Title \_\_\_\_\_

Email: \_\_\_\_\_

Staff Assistant

Name \_\_\_\_\_

Title \_\_\_\_\_

Email: \_\_\_\_\_

Please return this form by 5:00 p.m. September 20, 2017 to:

Virginia Municipal League  
P. O. Box 12164  
Richmond, VA 23241  
Or Fax: 804/343-3758  
[e-mail@vml.org](mailto:e-mail@vml.org)

**URBAN SECTION  
VOTES PER MEMBER**

<u>LOCALITY</u>	<u>POPULATION*</u>	<u>VOTES</u>
Alexandria	159,464	2
Arlington County	236,691	2
Charlottesville	49,071	1
Chesapeake	238,283	2
Danville	41,967	1
Hampton	137,492	1
Harrisonburg	54,224	1
James City County	73,615	1
Lynchburg	79,531	1
Manassas	41,616	1
Newport News	183,218	2
Norfolk	247,087	2
Portsmouth	96,179	1
Richmond	221,679	2
Roanoke	99,644	1
Suffolk	91,722	1
Virginia Beach	453,628	5
<b>TOTALS</b>	<hr/>	<b>27</b>

\*Weldon Cooper Center, July 1, 2016 Estimates for Virginia and its Counties and Cities