City of Alexandria, Virginia

MEMORANDUM

DATE: NOVEMBER 25, 2002

TO: THE HONORABLE KERRY DONLEY
THE HONORABLE DAVID SPECK
THE HONORABLE JOYCE WOODSON

FROM: BERNARD CATON, LEGISLATIVE DIRECTOR

SUBJECT: CITY COUNCIL LEGISLATIVE SUBCOMMITTEE MEETINGS

We have held the following dates for City Council Legislative Subcommittee meetings during the 2003 Session: January 10, 17, 24, 31, February 7 and 14, 2003. Each meeting will be held in the Council Workroom beginning at 5 p.m. As in the past, it is unlikely that we will meet on all of these dates. My office will contact you shortly before each meeting to confirm or cancel it.

cc: Department Heads and Elected & Appointed Officials (Distribution A & B)