

City of Alexandria, Virginia

MEMORANDUM

DATE: FEBRUARY 8, 2008  
TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL  
FROM: JAMES K. HARTMANN, CITY MANAGER   
SUBJECT: CITY COUNCIL SCHEDULE

---

**ISSUE:** City Council Schedule.

**RECOMMENDATION:** That City Council:

- (1) Schedule the annual meeting of the Alexandria Transit Company Stockholders at 6:45 p.m. before Council's Tuesday, February 26 legislative meeting in the Council work room; and
- (2) Receive the revised calendar which includes:
  - the Alexandria Jaycees annual Community Appreciation Night for City Employees reception on Monday, March 24 at 7:30 p.m. in the Sister Cities Conference Room;
  - the USPTO Trademark Expo April 10-12 with the opening kickoff on Tuesday, April 10 at noon on Market Square;
  - the Flora Krause Casey Public Health Award Reception at 5:30 p.m. before Council's Tuesday, April 22 legislative meeting in the Vola Lawson Lobby; and
  - the annual City Employee Service Awards on Wednesday, April 30 at 5:30 p.m. at the Lee Center, 1108 Jefferson Street.

**DISCUSSION:** I recommend that City Council schedule the annual meeting of the Alexandria Transit Company Stockholders at 6:45 p.m. before Council's legislative meeting on Tuesday, February 26.

The Alexandria Jaycees have asked that their annual awards program for City employees be held at City Hall on March 24, and the program is on the calendar.

The United States Patent and Trademark Office (USPTO) will be holding a Trademark Expo April 10-12 from 9:00 a.m. til 6:00 p.m. at their buildings. The opening kickoff will be held at Market Square on Thursday, April 10 from 12:00 to 1:00 p.m., and Council is invited to participate.

The reception for the winner of the Flora Krause Casey Public Health Award is scheduled before Council's April 22 legislative meeting in the Vola Lawson Lobby.

**ATTACHMENT:** Council Calendar

**STAFF:** Michele Evans, Deputy City Manager

# City Council Schedule - FEBRUARY 2008 as of 2-8-08

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	6	7 <b>12:00 P.M.</b> VML Day, Richmond Convention Center, 403 North 3 <sup>rd</sup> Street  <b>6:00 P.M.</b> Joint Dinner with the Arlington County Board and legislative delegations from Alexandria and Arlington, Jefferson Hotel, 101 West Franklin Street, Richmond	8	9 8:30 A.M. to 12:30 P.M. "Community & Schools: Forging New Partnerships to Advance Education" forum, T.C. Williams High School, 3330 King Street
10  W	11	12 <b>5:30 P.M.</b> Work session with the Transportation Task Force, Council work room  <b>7:00 P.M.</b> Council First Legislative Session, Council Chamber	13 7:00 P.M. Revenue Budget Work Session, Sister Cities Conference Room 1101	14	15	16
17	18 <b>HOLIDAY</b> Presidents Day  <b>1:00 P.M.</b> George Washington Birthday Parade	19	20 <b>11:00 A.M.</b> 11 <sup>th</sup> Annual City Employee Black History Luncheon, First Baptist Church of Alexandria, 2932 King Street  <b>7:00 P.M.</b> Personnel Compensation Budget Work Session, Sister Cities Conference Room 1101	21	22	23 9:30 A.M. Council Public Hearing, Council Chamber
24	25 7:00 P.M. CIP Budget Work Session, Sister Cities Conference Room 1101	26 7:00 P.M. Council Second Legislative Session, Council Chamber	27	28	29	

# City Council Schedule - MARCH 2008 as of 2-8-08

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1 10:30 A.M. St. Patrick's Day Parade
2	3 7:00 P.M. Joint Budget Work Session with Schools (tentative)	4	5	6	7	8 8:30 A.M.to 12:30 P.M. Snow date for Educational Forum, T.C. Williams High School, 3330 King Street
9	10 7:00 P.M. Budget Work Session (topic TBD), Sister Cities Conference Room 1101	11 <b>5:00 P.M.</b> ACVA annual work session including a separate discussion with AEDP, Council work room  <b>7:00 P.M.</b> Council First Legislative Session, Council Chamber	12 6:00 P.M. Inner City Walk (location TBD)	13	14 <b>4:30 P.M.</b> Ribbon Cutting for Hotel Monaco, 480 King Street  <b>6:00 P.M.</b> Grand Opening Reception for Hotel Monaco, 480 King Street	15 9:30 A.M. Council Public Hearing, Council Chamber
16  h	17	18 7:00 P.M. Budget Work Session (topic TBD), Sister Cities Conference Room 1101	19	20	21 Good Friday	22
23 Easter	24 7:30 P.M. Alexandria Jaycees Annual Community Appreciation Night reception, Sister Cities Conference Room	25 <b>5:30 P.M.</b> Work session to discuss the Alexandria Community Environmental Health Assessment, Council work room  <b>7:00 P.M.</b> Council Second Legislative Session, Council Chamber	26 7:00 P.M. Mayor's State of the City Address, T.C. Williams High School, 3330 King Street	27	28	29
30	31 6:00 P.M. Salute to Women Awards Banquet, Westin Alexandria hotel, 400 Courthouse Square					

# City Council Schedule - APRIL 2008 as of 2-8-08

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 7:00 P.M. Budget Work Session (topic TBD), Sister Cities Conference Room 1101	2	3	4	5 9:30 A.M. 14 <sup>th</sup> Annual Homeownership Fair (location TBD)
6	7 7:00 P.M. Budget Work Session (topics TBD), Sister Cities Conference Room 1101	8 5:30 P.M. Work session with the Planning Commission and Infil lTask Force, Council work room  6:30 P.M. Alexandria Technology Achievement Week Reception, Vola Lawson Lobby  7:00 P.M. Council First Legislative Session, Council Chamber	9	10 USPTO Trademark Expo  12:00 P.M. USPTO Trademark Expo opening kickoff, Market Square	11 USPTO Trademark Expo	12 USPTO Trademark Expo  9:30 A.M. Council Public Hearing, Council Chamber
13  9	14 4:00 P.M. Budget Public Hearing, Council Chamber	15	16 7:00 P.M. BFAAC Budget Work Session, Sister Cities Conference Room 1101	17	18	19 Passover begins at sundown
20	21	22 5:30 P.M. Flora Krause Casey Public Health Award reception, Vola Lawson Lobby  7:00 P.M. Council Second Legislative Session, Council Chamber	23	24 8:00 A.M. 15 <sup>th</sup> Annual Take Your Daughters and Sons to Work Day, Vola Lawson Lobby	25 8:00 A.M. "Blue Jean" Philanthropy Summit Kick-off Breakfast  Rebuilding Alexandria Together rally, Market Square (time TBD)	26 10:00 A.M. to 2:00 P.M. Annual Earth Day Celebration, Ben Brenman Park, 4800 Brenman Park Drive (rain location: Samuel Tucker Elementary, 435 Ferdinand Day Drive)
27	28 7:00 P.M. Work Session on Preliminary Add/Delete List Review, Sister Cities Conference Room 1101	29 12:00 P.M. Days of Remembrance Ceremony, Market Square	30 5:30 P.M. City Employee Service Awards ceremony, Lee Center, 1108 Jefferson Street			

# City Council Schedule - MAY 2008 as of 2-8-08

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	<p>5  <b>6:00 P.M.</b>                      Work Session on Finalization of Add/Delete List, Council work Room</p> <p><b>7:00 P.M.</b>                      Budget and Tax Rate Adoption, Council Chamber</p>	6	7	8	9	10 Environmental Summit, T.C. Williams High School, 3330 King Street (time TBD)
11  6	12	<p>13  <b>5:30 P.M.</b>                      Annual George Washington Birthday Celebration Committee Community Reception, Vola Lawson Lobby</p> <p><b>7:00 P.M.</b>                      Council First Legislative Session, Council Chamber</p>	14	<p>15                      11:00 A.M.                      Opening Ceremony for the Woodrow Wilson Bridge</p>	16	17 9:30 A.M. Council Public Hearing, Council Chamber
18	19	20	21	22	23	24
25	<p>26                      HOLIDAY                      Memorial Day</p>	<p>27                      7:00 P.M.                      Council Second Legislative Session, Council Chamber</p>	28	29	30	31

# City Council Schedule - JUNE 2008 as of 2-8-08

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
8	9	10 7:00 P.M. Council First Legislative Session, Council Chamber	11	12	13	14 9:30 A.M. Council Public Hearing, Council Chamber
15	16	17	18	19	20	21
22 <i>7</i>	23	24 5:30 P.M. Commission on Persons with Disabilities awards reception, Vola Lawson Lobby  7:00 P.M. Council Second Legislative Session, Council Chamber	25	26	27	28
29	30					