EXHIBIT NO.	_31
	12-8-09

### City of Alexandria, Virginia

### MEMORANDUM

DATE:

**DECEMBER 3, 2009** 

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) Receive and review the following dates for the preliminary schedule for consideration of the proposed FY 2011 budget following the budget presentation at Council's Tuesday, February 9 legislative meeting. We will docket Council action on the schedule at Council's December 12 public hearing meeting.

•	Wednesday, February 10
	6:30 p.m.

Work Session on Revenues

• Tuesday, February 16 6:30 p.m.

Work Session on Personnel/Compensation

Issues

• Wednesday, February 24

Work Session on CIP

Wednesday, February 24 6:30 p.m.

Monday, March 1 6:30 p.m.

Work Session (topic to be determined)

• Wednesday, March 3 6:30 p.m.

Joint Work Session with ACPS

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**Budget Public Hearing** 

Monday, March 10 4:00 p.m.

• Monday, March 15 Work Session (topics to be determined) 6:30 p.m. Work Session (topics to be determined) • Wednesday, March 24 6:30 p.m. • Monday, April 5 Work Session (topics to be determined) 6:30 p.m. Work Session (topics to be determined) • Wednesday, April 14 6:30 p.m. • Monday, April 26 Preliminary Add/Delete List Work Session 7:00 p.m. • Monday, May 3 5:30 p.m. Work Session to Finalize Add/Delete List 6:30 p.m. **Budget Adoption** 

All budget work sessions will be held in the Sister Cities Conference Room 1101 with the exception of the Budget Public Hearing and the Budget Adoption which will be held in the Council Chamber; and

### (2) Receive the revised calendar which includes:

- the King Street Garden Park Holiday Tree Lighting Ceremony on Saturday, December 12 at 5:00 p.m.;
- the unveiling of the plaques, dedication and celebration of the Johnson-Seibert Gymnasium and the Memorial Pool at the Charles Houston Recreation Center on Saturday, February 27 from 4 to 6 p.m.;
- the Salute to Women Awards Banquet on Monday, March 22 at 6:00 p.m. at the Crowne Plaza Old Town, 901 North Fairfax Street; and
- the Commission on Aging's Annual Excellence in Aging awards ceremony on Tuesday, May 11 at 5:00 p.m. in the Vola Lawson Lobby.

<u>DISCUSSION</u>: The preliminary schedule for consideration of next year's budget (FY 2011) is listed above. The proposed FY 2011 budget will be presented to Council at its Tuesday, February 9 legislative meeting. I recommend that Council reserve the dates for the proposed budget schedule. I will ask that Council adopt the schedule at its Saturday, December 12 public hearing meeting so that we can publicize these dates as soon as possible.

Due to a previously scheduled Council/Schools Subcommittee meeting on April 26 at 5:00 p.m. the proposed start time for the budget work session on that dates is 7:00 p.m.

The Ad Hoc Charles Houston Naming Committee is planning an unveiling of the plaques naming the Johnson-Seibert Gymnasium and the Memorial Pool at the Charles Houston Recreation Center and a celebration as part of Black History Month on Saturday, February 27 from 4 to 7 p.m.

**ATTACHMENT:** Council Calendar

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

# City Council Schedule - DECEMBER 2009 as of 12-1-09

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			2	3	4	5 10:30 A.M. Scottish Christmas Walk
6	7	8 5:30 P.M. Public Art Policy and Special Events Work Session, Council Work Room 7:00 P.M. Council First Legislative Session, Council Chamber	9	10	11 Hanukkah begins at sundown	12 9:30 A.M. Council Public Hearing, Council Chamber 5:00 P.M. King Street Garden Park Holiday Tree Lighting Ceremony
13	14	15 5:30 P.M. INOVA Hanukkah Celebration, INOVA Alexandria Hospital Atrium, 4320 Seminary Road	16	17	18	19
20	21	22	23	24 HOLIDAY Christmas Eve	25 HOLIDAY Christmas	26
27	28	29	30	31		

# City Council Schedule - JANUARY 2010 as of 12-1-09

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					I HOLIDAY	2
3	4	5	6	7	8	9
10	11	12 5:30 P.M. Urban Forestry Implementation Plan and Athletic Fields work session, Council Work Room	13	14	15	16
5		7:00 P.M. Council First Legislative Session, Council Chamber				
17	18 HOLIDAY Martin Luther King, Jr Day	19	20	21	22	23 9:30 A.M. Council Public Hearing, Council Chamber
24	25	26 5:30 P.M. Joint Work Session with Planning Commission on Potomac Yard, Council Work Room 7:00 P.M. Council Second Legislative Session, Council Chamber	27	28	29	30
31						

# City Council Schedule - FEBRUARY 2010 as of 12-1-09

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6 7:00 P.M. 2 <sup>nd</sup> Annual Historic Alexandria Museum Gala, Holiday Inn Old Town, 625 First Street
7	8	9 5:30 P.M. King Street Retail and Parking Study Work Session, Council Work Room 7:00 P.M. Council First Legislative Session, Council Chamber	10	11 Virginia Municipal League Day, Richmond	12	13
14	15 HOLIDAY Presidents' Day	16	17	18 6:15 P.M. First Responder's night, George Washington	19	9:30 A.M. Council Public Hearing, Council Chamber
6	1:00 P.M. G.W. Birthday Parade			Masonic Memorial, Andrew Jackson Association Lodge room		
21	22	5:30 P.M. Small Business City Process Improvements Work Session, Council Work Room  6:45 P.M. Annual Meeting of the Alexandria Transit Company Stockholders, Council Work Room  7:00 P.M. Council Second Legislative Session, Council Chamber	24	25	26	27 4:00 P.M. Dedication and Celebration of Memorial Pool and Gymnasium at Charles Houston Recreation Center, 905 Wythe Street
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# City Council Schedule - MARCH 2010 as of 12-1-09

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6 10:30 A.M. St. Patrick's Day Parade
7	8	9 5:00 P.M. Joint Work Session with ACVA, AEDP, and SBDC, Council Work Room 7:00 P.M. Council First Legislative Session, Council Chamber	10	11	12	13 9:30 A.M. Council Public Hearing, Council Chamber
14	15	16	17	18	19	20
21	22 6:00 P.M. Salute to Women Awards Banquet, Crowne Plaza Old Town, 901 N. Fairfax Street	5:30 P.M. Planning and Zoning Work Program Work Session, Council Work Room 7:00 P.M. Council Second Legislative Session, Council Chamber	24	25	26	27
28	29 Passover begins at sundown	30 Passover	31			

# City Council Schedule - APRIL 2010 as of 12-1-09

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2 Good Friday	3
4 Easter	5	6	7	8	9	9:30 A.M. to 1:00 P.M. Annual Homeownership Fair, (location TBD)
8	12	13 12:00 P.M. Days of Remembrance Ceremony, Market Square 7:00 P.M. Council First Legislative Session, Council	14	15	16	17 9:30 A.M. Council Public Hearing, Council Chamber
18	19	Chamber 20	21	22	23	24
25	26	27 7:00 P.M. Council Second Legislative Session, Council Chamber	28	29	30	

City Council Schedule - MAY 2010 as of 12-1-09

SATURDAY	8	15 9:30 A.M. Council Public Hearing, Council Chamber		22	29	
FRIDAY	7	14		21	28	
THURSDAY	9	13		20	27	
WEDNESDAY	3	12		61	26	
TUESDAY	4	5:00 P.M. Excellence in Aging Awards Ceremony, Vola Lawson Lobby	7:00 P.M. Council First Legislative Session, Council Chamber	18	25 7:00 P.M. Council Second Legislative Session, Council Chamber	
MONDAY	3	10		17	24	31 HOLIDAY Memorial Day
SUNDAY		6	9	16	23	30

# City Council Schedule - JUNE 2010 as of 12-1-09

SATURDAY	2	12 9:30 A.M. Council Public Hearing, Council Chamber	19	26	
FRIDAY	4	II	18	25	
THURSDAY	EQ.	10	17	24	
WEDNESDAY	2	6	91	23	30
TUESDAY	1	8 7:00 P.M. Council First Legislative Session, Council Chamber	15	22 7:00 P.M. Council Second Legislative Session, Council Chamber	29
MONDAY		7	14	21	28
SUNDAY		9	13	01 8	27