

City of Alexandria, Virginia

MEMORANDUM

**DATE:** JUNE 10, 2011  
**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL  
**FROM:** BRUCE JOHNSON, ACTING CITY MANAGER *BJ*  
**SUBJECT:** CITY COUNCIL SCHEDULE

**ISSUE:** City Council Schedule.

**RECOMMENDATION:** That City Council:

1. Receive the updated City Council calendar for June- August which has the following additions:
  - The Inova Alexandria Hospital 50<sup>th</sup> anniversary celebration of the “Alexandria Plan” at 11:00 a.m. on Friday, June 24 at the Inova Alexandria Hospital auditorium; and
  - The time for the 28<sup>th</sup> annual National Night Out has been established from 5:00 P.M. to 10:00 P.M. on Tuesday, August 2; and
2. Note the following changes to the tentative City Council calendar for September 2011- June 2011. **The calendar will be adopted by Council in September:**
  - Addition of the October 2-4 Virginia Municipal League Conference at the Ramada Plaza West Richmond in Henrico County;
  - Change of the date of the first legislative meeting in November from Tuesday, November 8 (Election Day) to Wednesday, November 9;
  - Addition of the tentative date for the dedication of the new Police Department Headquarters and Department of Emergency Communications Building (Wednesday, November 9 from 10 a.m. to noon); and
  - Addition of the annual work session on the City’s proposed legislative package with the State legislative delegation before Council’s Tuesday, November 22 legislative meeting.

**DISCUSSION:** The Alexandria Police Department will hold its 28<sup>th</sup> annual National Night Out event at locations around the City from 5:00 P.M. until 10:00 P.M. on Tuesday, August 2. Police staff will provide City Council with a preliminary list of locations and events by Wednesday, July 20, 2011.

We have received preliminary information about the annual Virginia Municipal League conference which is scheduled for October 2-4 at the Ramada Plaza West Richmond in Henrico County this year.

The tentative calendar for the upcoming year, which Council will adopt in September, has a change in the first legislative meeting in November which is moved to Wednesday, November 9 due to the election on November 8; and the work session with the state legislative delegation is scheduled for Tuesday, November 22 before the regular legislative meeting.

We have begun very preliminary planning of the dedication of the new Police Department Headquarters and Department of Emergency Communications Building. The proposed date is Wednesday, November 9 from 10:00 A.M. to noon.

It should be noted that unless Council decides otherwise, we intend to hold Council's fall budget retreat on several weeknights as we did last year. We will propose specific fall dates in September.

On June 14 Council will discuss the schedule for consideration of the proposed Waterfront Plan. Due to the number of items to be discussed at Council's June 28 legislative meeting, it is likely that during our June 14 discussion of the Council schedule, we will recommend postponing the June 28 work sessions with the HIV/AIDS Task Force and the Archaeology Commission to September. That schedule change would enable Council to hold an executive session before the June 28 legislative meeting to discuss several items that may be carried over for additional discussion after the June 14 executive session.

**ATTACHMENTS:**

Attachment 1: Council Calendar June –August 2011

Attachment 2: Tentative Council Calendar September 2011-June 2012

**STAFF:**

Michele Evans, Deputy City Manager

## City Council Schedule – JUNE 2011 as of 06-10-11

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10	11 9:30 A.M.- Work Session on Waterfront Plan, Council Chamber
12	13	14 7:00 P.M.- Council First Legislative Session, Council Chamber	15	16	17	18 8:30 a.m.- Dedication of Ruby Tucker Park, 3500 Jefferson Davis Highway
19	20	21	22	23	24 11:00 A.M.- 50 <sup>th</sup> Anniversary of the "Alexandria Plan" Celebration, Inova Alexandria Hospital Auditorium	25- 9:30 A.M. Council Public Hearing, Council Chamber  10:00 a.m.- Northern Virginia Affordable Housing Expo, T.C. Williams HS
26	27	28- 5:30 P.M. Alexandria Commission on Persons with Disabilities annual awards, Vola Lawson Lobby  5:30 P.M. Work Session with the Alexandria HIV/AIDS Task Force, Council Work Room  6:15 P.M. Work Session with the Alexandria Archaeological Commission, Council Work Room  7:00 P.M. Council Second Legislative Session, Council Chamber	29 7:00 P.M.- Carryover from Tuesday, June 28 Council Legislative Session, Council Chamber  <b><u>IF NEEDED</u></b>	30		

## City Council Schedule – AUGUST 2011 as of 06-10-11

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2 5:00 P.M. -10:00 P.M.: National Night Out (multiple City locations)	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23 6:00 A.M.-7:00 P.M.- State Primary Elections, Statewide	24	25	26	27
28	29	30	31			

H

# City Council Schedule – JULY 2011 as of 06-10-11

ATTACHMENT 1

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4 HOLIDAY Independence Day	5	6	7	8	9 6:00 P.M. to 10:00 P.M.- Alexandria Birthday Celebration, Oronoco Bay Park
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

5

## City Council Schedule – SEPTEMBER 2011 as of 06-10-11

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5 HOLIDAY Labor Day	6	7	8	9	10 10:00 A.M.- 7:00 P.M. Alexandria Festival of the Arts
11 10:00 A.M.- 5:00 P.M. Alexandria Festival of the Arts	12	13 7:00 P.M.- City Council First Legislative Meeting, Council Chamber	14	15	16	17 9:30 A.M.- City Council Public Hearing, Council Chamber
18	19	20	21	22	23	24
25	26	27 7:00 P.M.- City Council Second Legislative Meeting, Council Chamber	28 Rosh Hashanah (begins at sunset)	29 Rosh Hashanah	30	

# City Council Schedule – OCTOBER 2011 as of 06-10-11

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2 Virginia Municipal League Conference, Ramada Plaza Henrico County	3 Virginia Municipal League Conference, Ramada Plaza Henrico County	4 Virginia Municipal League Conference, Ramada Plaza Henrico County	5	6	7 Yom Kippur (begins at sunset)	8 Yom Kippur
9	10 HOLIDAY Columbus Day	11 7:00 P.M.- City Council First Legislative Meeting, Council Chamber	12	13	14	15 9:30 A.M.- City Council Public Hearing, Council Chamber
16	17	18	19	20	21	22
23	24	25 7:00 P.M.- City Council Second Legislative Meeting, Council Chamber	26	27	28	29
30	31					

7

## City Council Schedule – NOVEMBER 2011 as of 06-10-11

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8 NLC Conference- Phoenix  6:00 A.M. to 7:00 P.M.- General Election	9 NLC Conference-Phoenix  HOLD: 10:00 A.M.to noon- Police Facility Dedication  7:00 P.M.- City Council First Legislative Meeting, Council Chamber	10  NLC Conference- Phoenix	11  NLC Conference-Phoenix  Veterans' Day	12  NLC Conference-Phoenix  9:30 A.M.- City Council Public Hearing, Council Chamber
13	14	15	16	17	18	19
20	21	22 6:00 P.M. Work Session w/ the General Assembly Delegation, Work Room  7:00 P.M.- City Council Second Legislative Meeting, Council Chamber	23	24  HOLIDAY  Thanksgiving Day	25  HOLIDAY  7:00 P.M.- Annual Tree Lighting Ceremony, Market Square	26
27	28	29	30			

8

# City Council Schedule – DECEMBER 2011 as of 06-10-11

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3 10:30 A.M.- Scottish Christmas Walk
4	5	6	7	8	9	10
11	12	13 7:00 P.M.- City Council First Legislative Meeting, Council Chamber	14	15	16	17 9:30 A.M.- City Council Public Hearing, Council Chamber
18	19	20 Hanukkah (begins at sundown)	21	22	23 HOLIDAY Christmas Eve observed	24 Christmas Eve
25 Christmas Day	26 HOLIDAY Christmas Day observed	27	28 Hanukkah ends	29	30	31

b

# City Council Schedule – JANUARY 2012 as of 06-10-11

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 New Year's Day	2 HOLIDAY New Year's Day observed	3	4	5	6	7
8	9	10 7:00 P.M.- City Council First Legislative Meeting, Council Chamber	11	12	13	14
15	16 HOLIDAY Martin Luther King, Jr. Day	17	18	19	20	21 9:30 A.M.- City Council Public Hearing, Council Chamber
22	23	24 7:00 P.M.- City Council Second Legislative Meeting, Council Chamber	25	26	27	28
29	30	31				

10

# City Council Schedule – FEBRUARY 2012 as of 06-10-11

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9 Virginia Municipal League Local Government Day, Richmond	10	11
12	13	14 7:00 P.M.- City Council First Legislative Meeting, Council Chamber	15	16	17	18
19	20 HOLIDAY Presidents' Day  1:00 P.M. George Washington Birthday Parade	21	22	23	24	25 9:30 A.M.- City Council Public Hearing, Council Chamber
26	27	28 7:00 P.M.- City Council Second Legislative Meeting, Council Chamber	29			

# City Council Schedule – MARCH 2012 as of 06-10-11

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3 12:30 P.M.- St. Patrick's Day Parade
4	5	6	7	8	9	10
11	12	13 7:00 P.M.- City Council First Legislative Meeting, Council Chamber	14	15	16	17 9:30 A.M.- City Council Public Hearing, Council Chamber
18	19	20	21	22	23	24
25	26	27 7:00 P.M.- City Council Second Legislative Meeting, Council Chamber	28	29	30	31

12

# City Council Schedule – APRIL 2012 as of 06-10-11

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6 Good Friday Passover (begins at sunset)	7 Passover
8 Easter	9	10 7:00 P.M.- City Council First Legislative Meeting, Council Chamber	11	12	13 Passover ends	14 9:30 A.M.- City Council Public Hearing, Council Chamber
15	16	17	18	19	20	21
22	23	24 7:00 P.M.- City Council Second Legislative Meeting, Council Chamber	25	26	27	28
29	30					

13

# City Council Schedule – MAY 2012 as of 06-10-11

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8 7:00 P.M.- City Council First Legislative Meeting, Council Chamber	9	10	11	12 9:30 A.M.- City Council Public Hearing, Council Chamber
13	14	15	16	17	18	19
20	21	22 7:00 P.M.- City Council Second Legislative Meeting, Council Chamber	23	24	25	26
27	28 HOLIDAY Memorial Day	29	30	31		

14

# City Council Schedule – JUNE 2012 as of 06-10-11

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	6	7	8	9
10	11	12 7:00 P.M.- City Council First Legislative Meeting, Council Chamber	13	14	15	16 9:30 A.M.- City Council Public Hearing, Council Chamber
17	18	19	20	21	22	23
24	25	26 7:00 P.M.- City Council Second Legislative Meeting, Council Chamber	27	28	29	30

15