

City of Alexandria, Virginia

MEMORANDUM

DATE: JUNE 17, 2004
TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL
FROM: PHILIP SUNDERLAND, CITY MANAGER *ps*
SUBJECT: CITY COUNCIL SCHEDULE

ISSUE: City Council Schedule.

RECOMMENDATION: That City Council:

- (1) schedule a special meeting including an executive session to meet with the City's recruitment consultant and to discuss the City Manager job profile on Tuesday, July 13 at 7:00 p.m. in the Council work room;
- (2) consider changing the date of September 18 public hearing meeting to Saturday, September 25;
- (3) schedule a work session with the City's General Assembly delegation to discuss the City's 2005 legislative package at 6:00 p.m. before Council's Tuesday, November 23 legislative meeting;
- (4) receive the revised calendar which includes:
 - a tour of the Duke Street Concourse on Monday, June 21 at noon (two or more Council members were scheduled to be present);
 - a Citizenship Day event at 6:00 p.m. on Market Square before Council's legislative meeting on Tuesday, September 14;
 - the Virginia Municipal League (VML) Annual Conference from Sunday, October 3 through Tuesday, October 5 at Mark Center Hilton, 5000 Seminary Road; and
 - the 10th annual Walk to Fight Breast Cancer on Saturday, October 23, at 8:30 a.m. at Cameron Run Regional Park.

DISCUSSION: The Mayor has requested that a special meeting be scheduled for Tuesday, July 13 at 7:00 p.m. to discuss the City Manager job profile. Once Council agrees on the job profile, the City's consultant, DMG Maximus, will begin its national recruitment work.

The calendar includes a Citizenship Day event which is scheduled for 6:00 p.m. on Market Square before Council's Tuesday, September 14 legislative meeting. The event is intended to serve as an introduction to the City and welcome by the mayor and Council for approximately 30 naturalized Alexandria citizens and their families. In case of inclement weather, the event will take place in the Vola Lawson Lobby.

Councilwoman Woodson's daughter's wedding is planned for the morning of Saturday, September 18, which is the date of Council's public hearing meeting. Councilwoman Woodson has asked if Council would consider changing the date of the public hearing to Saturday, September 25.

I recommend that Council schedule the annual work session with the City's General Assembly delegation to discuss the City's 2005 Virginia General Assembly package at 6:00 p.m. before Council's Tuesday, November 23 legislative meeting.

ATTACHMENTS: Council Calendar

STAFF: Michele R. Evans, Assistant City Manager

City Council Schedule - JUNE 2004 as of 6-14-04

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4	5
6	7	8	9 7:00 P.M. Council First Legislative Session, Council Chambers	10	11	12 9:30 A.M. Council Public Hearing, Council Chambers
13	14	15 6:00 P.M. Rededication of G.W. Middle School 7:00 P.M. Public Hearing on the Vision and Strategic Plan, Council Chambers	16	17 4:00 P.M. Mayor's Local Business Outreach Meeting, 4907 Brenman Drive	18 22 nd Annual Alexandria Red Cross Waterfront Festival, Oronoco Bay Park NOON Summer Reading Program for Kids, Market Square	19 22 nd Annual Alexandria Red Cross Waterfront Festival, Oronoco Bay Park
20 22 nd Annual Alexandria Red Cross Waterfront Festival, Oronoco Bay Park	21 NOON Duke Street Concourse Tour 6:00 P.M. Work session on new Police Department facility, Council Work Room 7:00 P.M. Public Hearing on the Open Space Plan, Council Chambers	22 6:00 P.M. Alexandria Commission on Persons with Disabilities Annual Award Reception, Vola Lawson Lobby 7:00 P.M. Council Second Legislative Session, Council Chambers	23	24 4:00 P.M. City Employee Picnic, Fort Ward Park	25	26
27	28	29	30			

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City Council Schedule - JULY 2004 as of 6-14-04

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4 Independence Day	5	6	7	8	9	10 4:00 P.M. Annual USA/Alexandria Birthday Celebration, Oronoco Bay Park
11 Raindate for Annual USA/Alexandria Birthday Celebration fireworks show, Oronoco Bay Park	12	13	14	15	16 Alexandria Salutes! A USO Weekend	17 Alexandria Salutes! A USO Weekend 9:00 A.M. Duke Street Concourse Dedication Ceremony
18 Alexandria Salutes! A USO Weekend	19	20	21	22	23	24
25	26	27	28	29	30 7:30 P.M. Comcast Outdoor Film Festival, Ben Brenman Park	31 7:30 P.M. Comcast Outdoor Film Festival, Ben Brenman Park

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City Council Schedule - AUGUST 2004 as of 6-14-04

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 7:30 P.M. Comcast Outdoor Film Festival, Ben Brenman Park	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

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Tentative City Council Schedule - SEPTEMBER 2004 as of 6-14-04

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6 HOLIDAY Labor Day	7	8	9	10	11
12	13	14 6:00 P.M. Citizenship Day Event, Market Square 7:00 P.M. Council First Legislative Session, Council Chambers	15 Rosh Hashanah begins at sundown	16	17	18 9:30 A.M. Council Public Hearing, Council Chambers
19	20	21	22	23	24 Yom Kippur begins at sunset	25
26	27	28 7:00 P.M. Council Second Legislative Session, Council Chambers	29	30		

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Tentative City Council Schedule - OCTOBER 2004 as of 6-14-04

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3 Virginia Municipal League Annual Conference, Mark Center Hilton, 5000 Seminary Road	4 Virginia Municipal League Annual Conference, Mark Center Hilton, 5000 Seminary Road	5 Virginia Municipal League Annual Conference, Mark Center Hilton, 5000 Seminary Road	6	7	8	9
10	11 HOLIDAY Columbus Day	12 7:00 P.M. Council First Legislative Session, Council Chambers	13	14	15	16 9:30 A.M. Council Public Hearing, Council Chambers
17	18	19	20	21	22	23 8:30 A.M. 10 th Annual Walk to Fight Breast Cancer, Cameron Run Regional Park
24	25	26 7:00 P.M. Council Second Legislative Session, Council Chambers	27	28	29	30
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Tentative City Council Schedule - NOVEMBER 2004 as of 6-14-04

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

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Tentative City Council Schedule - DECEMBER 2004 as of 6-14-04

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

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