


City of Alexandria, Virginia

MEMORANDUM

DATE: MARCH 17, 2011
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. Confirm that there will be a budget work session with the School Board at George Washington Middle School on March 30 at 7 p.m. as discussed at the March 14 Joint Budget work session with the School Board;
2. Schedule a special executive session at 7:30 p.m. in the Council Workroom on Tuesday, April 5 to discuss personnel matters related to the recruitment and selection of a new city manager;
3. Schedule a work session with the Alexandria HIV/AIDS Task Force in the City Council Workroom at 5:30 p.m. before Council's Tuesday, June 14 legislative meeting; and
4. Note that the following events that have been added to the Council Calendar since the last legislative meeting:
 - The annual City Employee Recognition Program on Thursday, April 21 from 2 p.m. to 5 p.m. at the George Washington Masonic Memorial;
 - The City employee Health Fair on Wednesday, May 11 from 9:00 a.m. to 2:00 p.m. at Lee Center; and
 - The Commission for the Arts annual Grantee and Artists Recognition Reception on Monday, May 23 at 7 p.m. in City Hall Room 2000.

DISCUSSION:

On March 14 at the joint Budget Work Session, Council confirmed with the School Board that a second joint budget work session will be held on Wednesday, March 30. The meeting location will be the Alliance for Learning and Leading Center on the third floor of George Washington Middle School.

Council has decided to schedule a special executive session on Tuesday, April 5 to discuss personnel matters related to the recruitment and selection of a new City Manager. Since the Jaycees Community Appreciation Night is scheduled for 7 p.m. that night in City Hall, the executive session would start at 7:30 p.m. The April 5 Executive Session will be a continuation of the Executive Session that will be held on Tuesday, March 22 on this personnel matter.

The Department of Human Resources organizes the annual City Employee Recognition Program, which recognizes City employees for their tenure with the City government. In prior years, the awards ceremony and reception has been held at Lee Center. This year, the event will be held in the Memorial Theater at the Masonic Memorial on April 21.

The Mayor has asked that staff schedule a work session with the Alexandria HIV/AIDS Task Force. I recommend that Council schedule the work session at 5:30 p.m. before Council's June 14 legislative meeting as the date for this work session.

ATTACHMENT: Council Calendar

STAFF:
Michele Evans, Deputy City Manager

City Council Schedule - MARCH 2011 as of 3-17-11

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1	2	3	4 7:00 P.M.- Animal Welfare League Mardi Grawl 2011 event, Reagan National Airport Terminal A	5 12:30 P.M. St. Patrick's Day Parade
6	7 4:00 P.M. Budget Public Hearing, Council Chamber	8 5:30 P.M.- Work Session with Alexandria Redevelopment & Housing Authority (ARHA), Work Room 7:00 P.M. Council First Legislative Session, Council Chamber	9	10	11	12 8:30 A.M. Witter Fields Groundbreaking (2600 Witter Drive) 9:30 A.M. Council Public Hearing, Council Chamber
13	14 7:00 P.M. Joint Council-School Board Budget Work Session, George Washington Middle School, 3 rd floor	15	16 7:00 P.M. BRAC-133 Advisory Group Francis Hammond Middle School Auditorium	17	18	19
20	21 7:00 P.M. Budget Work Session: Health & Environment; Children, Youth & Families; Caring & Inclusive Community, Sister Cities Conference Room	22 5:30 P.M.- Work Session on Ft. Ward Park, Archaeology Commission, & Historic Alexandria Resources Commission, Work Room 7:00 P.M. Council Second Legislative Session, Council Chamber	23	24	25	26
27	28 6:00 P.M. Salute to Women Awards Dinner, Alexandria Crowne Plaza Hotel (901 N. Fairfax)	29	30 7:00 p.m. – Joint budget work session with School Board, G.W. Middle School 3 rd floor	31		

City Council Schedule - APRIL 2011 as of 3-17-11

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5 7:00 P.M.- Jaycees Community Appreciation Night, Sister Cities Conference Room 1101	6	7	8	9
10	11 6:00 P.M. – Chet & Sabra Avery Conference Room dedication, City Hall Room 2000 7:00 P.M. Budget Work Session: BFAAC and Public Safety, Sister Cities Conference Room	12 5:30 P.M. Work Session with Alexandria Sanitation Authority & Long Range Sewer Plan, Work Room 7:00 P.M. Council First Legislative Session, Council Chamber	13	14	15	16 9:30 A.M. Council Public Hearing, Council Chamber
17	18 Passover begins at sundown	19	20	21 2:00 P.M.- City Employee Recognition Program, George Washington Masonic Memorial	22 Good Friday	23
24 Easter	25 7:00 P.M. Budget Work Session: Preliminary Add/Delete, Sister Cities Conference Room Passover Ends	26 7:00 P.M. Council Second Legislative Session, Council Chamber	27	28 8:00a.m. Take Our Daughters and Sons to Work Day- Vola Lawson Lobby, City Hall	29	30 10:00a.m.- 2:00 p.m. Earth Day Activities at Ben Brenman Park National Rebuilding Day/Rebuilding Together Alexandria Time TBD

City Council Schedule – MAY 2011 as of 3-17-11

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2 6:00 P.M. Budget Work Session: Final Add/Delete, Work Room 7:00 P.M. Budget Adoption, Council Chamber	3	4 12:00 p.m.- Days of Remembrance of Victims of the Holocaust Program, Market Square	5 11:00 a.m.- William G. Truesdale Naming Ceremony, Adult Detention Center	6 10:00 a.m.-2:00 p.m.- Spring for Alexandria service projects 2:00 p.m.- Spring for Alexandria celebration, Market Square	7
8	9	10 7:00 P.M. Council First Legislative Session, Council Chamber	11 9:00 A.M.- 2:00 P.M.- Employee Health Fair, Lee Center	12	13	14 9:30 A.M. Council Public Hearing, Council Chamber
15 1:00 P.M. Titan Expo, TC Williams High School	16	17	18	19	20	21 2:00-5:00 P.M. Civil War 150 th Anniversary Kick-off Event, Market Square
22	23 5:30 P.M.- 7:00 P.M. – Grantee & Artists Recognition Reception, City Hall Room 2000	24 5:30 P.M.- Excellence In Aging awards, Vola Lawson Lobby 7:00 P.M. Council Second Legislative Session, Council Chamber	25	26	27	28
29	30 HOLIDAY Memorial Day	31				

City Council Schedule – JUNE 2011 as of 3-17-11

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