

EXHIBIT NO. 1

4
6-24-03



City of Alexandria, Virginia
301 King Street, Suite 2300
Alexandria, Virginia 22314



Kerry J. Donley
Mayor

Beverly I. Jett, CMC
City Clerk and
Clerk of Council
beverly.jett@ci.alexandria.va.us

William C. Cleveland
Vice Mayor

(703) 838-4550
Fax: (703) 838-6433

Members of Council
Claire M. Eberwein
William D. Eullie
Redella S. Pepper
David G. Speck
Joyce Woodson

June 18, 2003

The Honorable Mayor and
Members of City Council

Dear Honorable Mayor and Members of City Council:

The minutes of the June 14, 2003 public hearing are being processed at this time.

All other duties and responsibilities of this office are being discharged as promptly as possible. Please know that we are ready to assist you in any way possible.

Sincerely,

Jackie M. Henderson, CMC
City Clerk and Clerk of Council

"Home Town of George Washington and Robert E. Lee"