

City of Alexandria, Virginia

MEMORANDUM

DATE: SEPTEMBER 3, 2003  
TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL  
FROM: PHILIP SUNDERLAND, CITY MANAGER *PS*  
SUBJECT: CITY COUNCIL SCHEDULE

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**ISSUE:** City Council Schedule.

**RECOMMENDATION:** That City Council:

- (1) adopt the schedule of Council's regular City Council meetings for September 2003 through June 2004 (Attachment 1);
- (2) schedule a work session with the City's General Assembly delegation to discuss the City's 2004 Virginia General Assembly package at 6:00 p.m. before Council's legislative meeting on Tuesday, November 25; and
- (3) note the following events that are included on the Council Calendar:
  - the Festival of the Arts from Saturday, September 13 through Sunday, September 14 from 10:00 a.m. to 5:00 p.m.;
  - a joint community meeting sponsored by the Department of Planning and Zoning and the Alexandria City Public Schools on the new T.C. Williams High School proposal on Monday, September 15 at 7:30 p.m. in the T.C. Williams High School cafeteria, 3330 King Street;
  - the Citizenship Day event at 6:00 p.m. before Council's legislative meeting on Tuesday, September 23 on Market Square;
  - the City's fourth annual National Disability Mentoring Day, on Wednesday, October 15 with kickoff at 9:00 a.m. in the Vola Lawson Lobby;
  - the Jerome "Buddie" Ford Nature Center and William Ramsay School groundbreaking ceremony at 8:30 a.m. before Council's public hearing meeting on Saturday, October 18 at 5700 Sanger Avenue;
  - the Virginia Municipal League (VML) Annual Conference from Sunday, October 19 through Tuesday, October 21 in the Hotel Roanoke in Roanoke, Virginia;

- the 9<sup>th</sup> annual Walk to Fight Breast Cancer on Saturday, October 25, at 8:30 a.m. at Cameron Run Regional Park; and
- the 24<sup>th</sup> Annual Salute to Women Awards banquet on Monday, March 29, 2004 at the Holiday Inn Hotel and Suites, 625 First Street with the reception at 6pm and dinner at 7pm.

**DISCUSSION:** The attached calendar includes the schedule of Council meetings for September 2003 through June, 2004. We have listed a 7 p.m. start time for Council's legislative meetings on the calendar but have noted that this new start time is tentative pending the Saturday, September 13 public hearing and consideration of the ordinance changing the meeting time, which is to be introduced at the September 9 legislative meeting.

The calendar includes a Citizenship Day event which is scheduled for Tuesday, September 23 on Market Square. The event is intended to serve as an introduction to the City and welcome by the Mayor and Council for approximately 60 naturalized Alexandria citizens and their families. In case of inclement weather, the event will take place in the Vola Lawson Lobby.

The Council's annual work session with the City's General Assembly delegation provides an opportunity to discuss the City's 2004 Virginia General Assembly package with our delegation before Council's legislative meeting on Tuesday, November 25.

We will be returning to Council at the September 23 legislative meeting with the proposed dates for Council's annual retreat. Our goal is to schedule the retreat over a weekend in early November at a location in Alexandria.

At the first legislative meeting in October we will be proposing the schedule for the consideration of the FY 2005 budget including dates next spring for budget work sessions, the public hearing on the budget and budget adoption.

**ATTACHMENTS:** Council Calendar

**STAFF:** Michele R. Evans, Assistant City Manager

# Tentative City Council Schedule - SEPTEMBER 2003 as of 9-3-03

*The 7 P.M. starting time for Council Legislative Sessions for September 23, 2003 through June 2004 is subject to Council action on September 13, 2003.*

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

# Tentative City Council Schedule - OCTOBER 2003 as of 9-3-03

*The 7 P.M. starting time for Council Legislative Sessions for September 23, 2003 through June 2004 is subject to Council action on September 13, 2003.*

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5 Yom Kippur begins at sundown	6 Yom Kippur	7	8	9	10	11
12	13 HOLIDAY Columbus Day	14 7:00 P.M. Council First Legislative Session, Council Chambers	15 National Disability Mentoring Day, kickoff at 9:00 a.m., Vola Lawson Lobby	16	17	18 <b>8:30 A.M.</b> Groundbreaking ceremony for Jerome "Buddie" Ford Nature Center, 5700 Sanger Avenue  <b>9:30 A.M.</b> Council Public Hearing, Council Chambers
19 Virginia Municipal League Annual Conference, Roanoke	20 Virginia Municipal League Annual Conference, Roanoke	21 Virginia Municipal League Annual Conference, Roanoke	22	23	24	25
26	27	28 7:00 P.M. Council Second Legislative Session, Council Chambers	29	30	31	

# Tentative City Council Schedule - NOVEMBER 2003 as of 9-3-03

*The 7 P.M. starting time for Council Legislative Sessions for September 23, 2003 through June 2004 is subject to Council action on September 13, 2003.*

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

# Tentative City Council Schedule - DECEMBER 2003 as of 9-3-03

*The 7 P.M. starting time for Council Legislative Sessions for September 23, 2003 through June 2004 is subject to Council action on September 13, 2003.*

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	13 9:30 A.M. Council Public Hearing, Council Chambers
14	15	16	17	18	19 Hanukkah begins at sundown	20
21	22	23	24 HOLIDAY Christmas Eve	25 HOLIDAY Christmas	26	27
28	29	30	31			

# TENTATIVE City Council Schedule - JANUARY 2004 as of 9-3-03

The 7 P.M. starting time for Council Legislative Sessions for September 23, 2003 through June 2004 is subject to Council action on September 13, 2003.

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

# TENTATIVE City Council Schedule - FEBRUARY 2004 as of 9-3-03

The 7 P.M. starting time for Council Legislative Sessions for September 23, 2003 through June 2004 is subject to Council action on September 13, 2003.

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



# TENTATIVE City Council Schedule - MARCH 2004 as of 9-3-03

*The 7 P.M. starting time for Council Legislative Sessions for September 23, 2003 through June 2004 is subject to Council action on September 13, 2003.*

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	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	26	27
28	29 6:00 P.M. 24 <sup>th</sup> Annual Salute to Women Awards Banquet, Holiday Inn and Suites, 625 First Street	30	31			

# TENTATIVE City Council Schedule - APRIL 2004 as of 9-3-03

*The 7 P.M. starting time for Council Legislative Sessions for September 23, 2003 through June 2004 is subject to Council action on September 13, 2003.*

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

# TENTATIVE City Council Schedule - MAY 2004 as of 9-3-03

The 7 P.M. starting time for Council Legislative Sessions for September 23, 2003 through June 2004 is subject to Council action on September 13, 2003.

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

# TENTATIVE City Council Schedule - JUNE 2004 as of 9-3-03

*The 7 P.M. starting time for Council Legislative Sessions for September 23, 2003 through June 2004 is subject to Council action on September 13, 2003.*

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