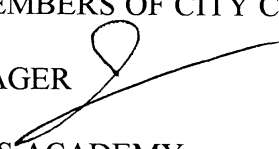


City of Alexandria, Virginia

MEMORANDUM

DATE: FEBRUARY 17, 2005

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES K. HARTMANN, CITY MANAGER 

SUBJECT: UPDATE REPORT ON THE CITIZENS ACADEMY

ISSUE: Update report on the Citizens Academy.

RECOMMENDATION: That Council receive the report and forward the names of their nominees for the first class of the Citizen Academy to the Director of Citizen Assistance no later than Monday, March 14.

DISCUSSION: At Council's February 8, legislative meeting Councilwoman Woodson asked for an update on the proposed citizen academy. Over the past year, staff has been working on the curriculum and materials for the Citizen Academy. I am pleased to advise you that the first class, which will be a pilot, will begin on Thursday, April 28. I am asking each Council member to provide us with the names of three persons whom you recommend to attend our first class of 21 members. The Academy is open to City residents over the age of 18 years and owners or representatives of owners of businesses located in the City.

The Academy is designed to familiarize citizens with the structure, functions and activities of Alexandria's government; encourage citizens to become involved in City's government; and, enhance their ability to communicate effectively with City officials. The curriculum will be presented in two-hour sessions every Thursday night for eight weeks, with at least one Saturday tour and will conclude with a graduation ceremony which will be held at the beginning of the June 28 Council meeting.

We plan to kick-off the Academy with a reception at 6:30 p.m. before the class begins at 7 p.m. I invite all Council members to attend the reception to meet the members of the first class.

STAFF: Rose Williams Boyd, Director, Citizen Assistance