City of Alexandria, Virginia

MEMORANDUM

DATE: MAY 16, 2007

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)   Schedule a work session on the Capital Improvement Program from 7:00 p.m. to 9:00 p.m. on both Tuesday, September 18 and Wednesday, September 19 in the Sister Cities Conference Room;

(2)   Schedule a City Boards and Commissions Appreciation Reception at 6:30 p.m. on Thursday, September 20 (location to be determined with a back-up date of Wednesday, September 26);

(3)   Hold the time and date for the annual work session with the General Assembly Delegation (5:30 p.m. before Council's Tuesday, November 27 legislative meeting); and

(4)   Receive the revised calendar which includes:

•   the Spin City 2009 luncheon with director of League of American Bicyclists Andy Clarke as speaker on Friday, June 1 at 12:00 p.m. in the Sister Cities Conference Room.

DISCUSSION: We would like to set the dates for Council's planned fall discussion of the Capital Improvement Program(CIP). Since September is a very busy month with many scheduled weekend events, I recommend that we schedule these important discussions on two weekday nights, Tuesday, September 18 and Wednesday, September 19.

From time to time Council has held a reception to recognize the hundreds of citizen volunteers who serve on our boards and commissions. The Mayor has suggested that Council schedule such a reception on Thursday, September 20 (first choice) or on Wednesday, September 26. In the past we have had the reception at the Torpedo Factory Art Center jointly with the Alexandria Volunteer Bureau. We are exploring doing this again in September and will provide Council with further details when they are available.

ATTACHMENT: Council Calendar

STAFF: Michele Evans, Deputy City Manager

City Council Schedule - MAY 2007 as of 5-15-07

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 7:00 P.M. Budget Work Session on Preliminary Add/Delete List, Sister Cities Conference Room 1101	2	3	4 7:00 P.M. Historic Preservation Conference Keynote Address, St. Paul's Episcopal Church, 228 Pitt Street Opening reception to follow at Gadsby's Tavern, 138 N. Royal Street	5 8:30 A.M. Historic Preservation Conference, First Baptist Church of Alexandria, 2932 King Street
6	7 6:00 P.M. Budget Work Session on finalization of Add/Delete List, Council Work Room 7:00 P.M. Budget and Tax Rate Adoption, Special Council Meeting, Council Chambers	8 5:00 P.M. George Washington Birthday Celebration Committee reception, Vola Lawson Lobby 6:00 P.M. Reception for Minnie Howard Ninth Grade Center photography students and parents, Council Work Room 6:30 P.M. Alexandria Technology Achievement Awards reception, Room 2000 7:00 P.M. Council First Legislative Session, Council Chambers	9	10	11	12 9:30 A.M. Council Public Hearing, Council Chambers 6:00 P.M. to 8:00 P.M. Freedmen's Cemetery Rededication Ceremony
13	14 6:00 P.M. Alexandria Technology Achievement Awards VIP reception, Hilton Mark Center, Capitol View Room, 5000 Seminary Road	15	16	17	18 Bike to Work Day, Market Square 12:00 P.M. Alexandria Technology Achievement Awards luncheon, Holiday Inn Hotel and Suites, 625 First Street	19
20	21	22 8:00 A.M. Annual Emergency Medical Services (EMS) Breakfast, INOVA Alexandria Hospital Atrium, 4320 Seminary Road 5:00 P.M. Alexandria Commission on Aging 2007 Excellence in Aging Awards ceremony and reception, Vola Lawson Lobby 5:30 P.M. Commonwealth Avenue Plan work session, Council work room 7:00 P.M. Council Second Legislative Session, Council Chambers	23	24 8:00 A.M. 2007 Employee/Retiree Health Fair, Lee Center, 1108 Jefferson Street	25	26
27	28 HOLIDAY Memorial Day	29	30 7:00 P.M. Pandemic Flu Town Hall meeting, Francis C . Hammond Middle School auditorium, 4646 Seminary Road	31		

City Council Schedule - JUNE 2007 as of 5-15-07

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1 12:00 P.M. Spin City 2009 luncheon, Sister Cities Conference room 1101	2
3	4	5	6	7	8	9
10	11	12 **1:00 P.M.** Woodrow Wilson Bridge Urban Deck dedication **5:30 P.M.** Work session with the Economic Sustainability Work Group, **7:00 P.M.** Council First Legislative Session, Council Chambers	13	14	15	16 **9:30 A.M.** Council Public Hearing, Council Chambers **10:00 A.M.** 26th Annual Alexandria Red Cross Waterfront Festival, Oronoco Bay Park
17 11:00 A.M. 26th Annual Alexandria Red Cross Waterfront Festival, Oronoco Bay Park	18	19	20	21	22	23
24	25	26 **6:00 P.M.** Alexandria Commission on Persons with Disabilities Annual Awards Reception, Vola Lawson Lobby **7:00 P.M.** Council Second Legislative Session, Council Chambers	27	28	29	30

TENTATIVE City Council Schedule - SEPTEMBER 2007 as of 5-15-07

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

TENTATIVE City Council Schedule - OCTOBER 2007 as of 5-15-07

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4	5	6
7	8 **HOLIDAY**	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 Virginia Municipal League Annual Conference, James City County T.C. Williams Grand Opening Celebration	15 Virginia Municipal League Annual Conference, James City County	16 Virginia Municipal League Annual Conference, James City County	17	18	19	20
21	22	23 7:00 P.M. Council Second Legislative Session, Council Chambers	24	25	26	27
28	29	30	31			

TENTATIVE City Council Schedule - NOVEMBER 2007 as of 5-15-07

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6	7	8	9	10
11 Veterans Day	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 HOLIDAY Thanksgiving	23 HOLIDAY Thanksgiving 7:00 P.M. Annual Tree Lighting Ceremony, Market Square	24
25	26	27 7:00 P.M. Council Second Legislative Session, Council Chambers	28	29	30	

TENTATIVE City Council Schedule - DECEMBER 2007 as of 5-15-07

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1 10:30 A.M. Scottish Christmas Walk Parade
2	3	4 Hanukkah begins at sundown	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 HOLIDAY Christmas Eve (observed)	25 HOLIDAY Christmas Day (observed)	26	27	28	29
30	31					