


City of Alexandria, Virginia

MEMORANDUM

DATE: NOVEMBER 21, 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 receive:

- (1) the itinerary for the visit by our Sister City delegations from Thursday, November 29-Monday, December 3 and note that Council will dedicate the Sister Cities Conference Center at 2 p.m. on Saturday, December 1 and will host a dinner for the delegations on Saturday night at 7 p.m. at the Westin Alexandria Hotel, 400 Courthouse Square; and
- (2) the revised calendar which includes the work sessions set at the November 19 legislative meeting:
 - the January 22, 5:30 p.m. work session with the Planning Commission; and
 - the February 12, 5:30 p.m. work session with the Ad Hoc Transportation Task Force.

DISCUSSION: Beginning Thursday, November 29 we will be hosting delegations from our Sister Cities in Caen, France; Dundee, Scotland; and Helsingborg, Sweden. While we will not have a delegation from our Sister City Gyumri, Armenia, we expect a representative from the Armenian Embassy to join us for some of Saturday's events. The itinerary for the visits is attached (Attachment 2)

ATTACHMENTS:

Attachment 1. Council Calendar

Attachment 2. Preliminary Itinerary for Sister Cities Delegation Visit

STAFF: Michele Evans, Deputy City Manager

City Council Schedule - NOVEMBER 2007 as of 11-20-07

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6	7 12:00 P.M. Ribbon Cutting for The Westin Alexandria hotel, 400 Courthouse Square	8	9	10
11 Veterans Day	12	13 National League of Cities Conference, New Orleans	14 National League of Cities Conference, New Orleans	15 National League of Cities Conference, New Orleans 6:30 P.M. Metropolitan Washington Council of Governments' 50 th Anniversary Gala, Andrew W. Mellon Auditorium, 1301 Constitution Avenue, Washington, D.C.	16 National League of Cities Conference, New Orleans	17 National League of Cities Conference, New Orleans
18	19 5:00 P.M. Council First Legislative Session, Council Chamber	20	21 7:30 A.M. Mayor's Unity Breakfast, Mark Center Hilton, 5000 Seminary Road	22 HOLIDAY Thanksgiving	23 HOLIDAY Thanksgiving 7:00 P.M. Annual Tree Lighting Ceremony, Market Square	24
25	26	27 5:30 P.M. Annual Work Session with the General Assembly Delegation, Council Work Room	28	29	30 8:30 A.M. Duke Street Pedestrian Overpass Ribbon Cutting	
		7:00 P.M. Council Second Legislative Session, Council Chamber				

City Council Schedule - DECEMBER 2007 as of 11-20-07

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						<p>1 10:30 A.M. Scottish Christmas Walk Parade</p> <p>2:00 P.M. Dedication of Sister Cities Conference Center</p> <p>7:30 P.M. Formal dinner for the Sister City delegations and chairs of Sister City Committees, Westin Alexandria Hotel, 400 Courthouse Square</p>
2	3	4 Hanukkah begins at sundown	5	6 8:00 A.M. INOVA Alexandria Hospital City/Hospital Task Force breakfast and tour of hospital, 4320 Seminary Road	7	8
9	10 6:00 P.M. 31 st Annual Hanukkah Celebration, INOVA Alexandria Hospital Atrium, 4320 Seminary Road	11 5:30 P.M. Work session with the Early Childhood Commission, Council work room 7:00 P.M. Council First Legislative Session, Council Chamber	12	13	14	15 8:30 A.M. Potomac Yard Fire Station/Affordable Housing Project Groundbreaking Ceremony 9:30 A.M. Council Public Hearing, Council Chamber
16	17	18	19	20	21	22
23	24 HOLIDAY Christmas Eve (observed)	25 HOLIDAY Christmas Day (observed)	26	27	28	29
30	31					

City Council Schedule - JANUARY 2008 as of 11-20-07

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 HOLIDAY New Years Day	2	3	4	5
6	7	8 5:30 P.M. BFAC work session, Council work room 7:00 P.M. Council First Legislative Session, Council Chamber	9	10	11	12 9:30 A.M. Council Public Hearing, Council Chamber
13	14	15	16	17	18	19
20	21 HOLIDAY Martin Luther King, Jr. Day	22 5:30 P.M. Work session with the Planning Commission, Council work room 7:00 P.M. Council Second Legislative Session, Council Chamber	23	24	25	26
27	28	29	30	31		

City Council Schedule - FEBRUARY 2008 as of 11-20-07

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4	5	6	7 VML Day	8	9
10	11	12 5:30 P.M. Work session with the Transportation Task Force, Council work room 7:00 P.M. Council First Legislative Session, Council Chamber	13 7:00 P.M. Revenue Budget Work Session, Sister Cities Conference Room 1101	14	15	16 5
17	18 HOLIDAY Presidents Day 1:00 P.M. George Washington Birthday Parade	19	20 Personnel Compensation Budget Work Session, Sister Cities Conference Room 1101	21	22	23 9:30 A.M. Council Public Hearing, Council Chamber
24	25 7:00 P.M. CIP Budget Work Session, Sister Cities Conference Room 1101	26 7:00 P.M. Council Second Legislative Session, Council Chamber	27	28	29	

City Council Schedule - MARCH 2008 as of 11-20-07

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1 10:30 A.M. St. Patrick's Day Parade
2	3 7:00 P.M. Joint Budget Work Session with Schools (tentative)	4	5	6	7	8
9	10 7:00 P.M. Transportation and Environmental Services Budget Work Session, Sister Cities Conference Room 1101	11 5:30 P.M. ACVA annual work session, Council work room 7:00 P.M. Council First Legislative Session, Council Chamber	12 6:00 P.M. Inner City Walk (location TBD)	13	14	15 9:30 A.M. Council Public Hearing, Council Chamber 9
16	17	18 7:00 P.M. Public Safety Budget Work Session, Sister Cities Conference Room 1101	19	20	21 Good Friday	22
23 Easter	24	25 7:00 P.M. Council Second Legislative Session, Council Chamber	26	27	28	29
30	31 6:00 P.M. Salute to Women Awards Banquet (location TBD)					

City Council Schedule - APRIL 2008 as of 11-20-07

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		1 7:00 P.M. Budget Work Session (topic TBD), Sister Cities Conference Room 1101	2	3	4	5 9:30 A.M. 14 th Annual Homeownership Fair (location TBD)
6	7 7:00 P.M. Budget Work Session (topics TBD), Sister Cities Conference Room 1101	8 7:00 P.M. Council First Legislative Session, Council Chamber	9	10	11	12 9:30 A.M. Council Public Hearing, Council Chamber
13	14 4:00 P.M. Budget Public Hearing, Council Chamber	15	16 7:00 P.M. BFAAC Budget Work Session, Sister Cities Conference Room 1101	17	18	19 Passover begins at sundown
20	21	22 7:00 P.M. Council Second Legislative Session, Council Chamber	23	24 8:00 A.M. 15 th Annual Take Your Daughters and Sons to Work Day, Vola Lawson Lobby	25	26
27	28 7:00 P.M. Work Session on Preliminary Add/Delete List Review, Sister Cities Conference Room 1101	29 12:00 P.M. Days of Remembrance Ceremony, Market Square	30			

City Council Schedule - MAY 2008 as of 11-20-07

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	
4	5 6:00 P.M. Work Session on Finalization of Add/Delete List, Council work Room 7:00 P.M. Budget and Tax Rate Adoption, Council Chamber	6	8	9	10	
11	12	13 7:00 P.M. Council First Legislative Session, Council Chamber	14	15 11:00 A.M. Opening Ceremony for the Woodrow Wilson Bridge	16	17 9:30 A.M. Council Public Hearing, Council Chamber
18	19	20	21	22	23	24
25	26 HOLIDAY Memorial Day	27 7:00 P.M. Council Second Legislative Session, Council Chamber	28	29	30	31

City Council Schedule - JUNE 2008 as of 11-20-07

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 Chamber	11	12	13	14 9:30 A.M. Council Public Hearing, Council Chamber
15	16	17	18	19	20	21
						9
22	23	24 7:00 P.M. Council Second Legislative Session, Council Chamber	25	26	27	28
29	30					

SISTER CITIES DELEGATIONS
November 29 - December 2, 2007

PRELIMINARY ITINERARY

Thursday, November 29: Delegations arrive and are transported to hotel
Westin Alexandria Hotel
400 Courthouse Square
(703) 253-8600

Wurzberg, Germany - 2 Members
3:09 p.m. Dulles via Frankfurt - United Airlines (UA) Flight # 917

Dundee, Scotland - 4 Members
3:55 p.m. Dulles via Amsterdam - KLM #KL 0651

7:00 p.m. - Dinner

Caen, France - 5 Members
7:15 p.m. Dulles - Air France (AF) Flight #0026

Friday, November 30:

10:00 a.m. - Tour of T.C. Williams High School

12:00 noon - Lunch

2:00 p.m. - Tour of Mount Vernon

3:15 p.m. - Arrival of Mayor from **Helsingborg, Sweden** - 2 Members
Dulles via Copenhagen - SAS #SK 925

7:00 p.m. - Taste of Scotland
Masonic Temple
101 Callahan Drive

8:30 p.m. - Buffet Reception Hosted by Mayor Euille
106 E. Nelson Avenue

Saturday, December 1:

9:30 a.m. - Dignitaries Parade Breakfast
The Campagna Center
418 S. Washington Street

- 11:00 a.m. - Scottish Christmas Walk Parade
- 1:30 p.m. - Dignitaries Parade Luncheon
Oxford Finance
133 N. Fairfax Street
- 2:00 p.m. - Dedication of the Sister Cities Conference Center followed by
Reception in Vola Lawson Lobby, City Hall
- 7:00 p.m. - Council Dinner for Delegations
The Westin Alexandria Hotel
400 Courthouse Square
Wright Room, 2nd Floor

Sunday, December 2: - Delegations Hosted by Sister Cities Committees

- 11:00 a.m. - Brunch
Caen and Wurzburg
The Krahns
209 W. Mt. Ida Avenue
- Dundee and Helsingborg
Paula Whitacre
600 Ft. Williams Parkway
- 6:15 p.m. - Dinner
Lloyd House
220 N. Washington Street

Monday, December 3:

- 10:00 a.m. - Briefing on Youth Programs and Activities
Sister Cities Conference Room 1101
City Hall
- 12:00 noon - Lunch
- 2:30 p.m. - Delegations Depart for Dulles International Airport
- Helsingborg: Dulles - SAS Flight #SK0926 at 5:20 p.m.
- Dundee: Dulles - KLM Flight #KL0652 at 5:55 p.m.
- Wurzburg: Dulles - Lufthansa Flight #9291 at 7:22 p.m.

Tuesday, December 4: - Caen Delegation

10:00 a.m. - Sightseeing and/or Free Time

12:00 noon - Lunch

1:30 p.m. - Depart for Dulles via Air France Flight # 0039 at 4:55 p.m.