



ARLINGTON COUNTY, VIRGINIA

County Board Agenda Item Meeting of November 19, 2011

DATE: October 13, 2011

SUBJECT: Adoption of Preliminary Calendar Year 2012 County Board Meeting Schedule.

RECOMMENDATION:

Adopt the attached preliminary Calendar Year 2011 County Board Meeting Schedule.

ISSUES: Pursuant to State law, governing bodies are required to adopt a calendar year schedule on an annual basis at its Organizational Meeting. In Arlington County, that meeting is traditionally held on January 1. For staff planning purposes, before the end of each year it is necessary to determine dates in advance for the first few months of the upcoming year in order to schedule and legally advertise for public hearings, land use applications and other matters. No issues have been identified.

SUMMARY: The proposed schedule (Attachment 1) includes 11 Regular Meetings, one held each month on Saturday (excluding summer recess in August), and 11 corresponding Recessed Meetings held on Tuesday evening within a week or two of the initial Regular Meeting. Any carryover sessions from Tuesday may be scheduled for Wednesday evening, or such other date and time as the Board may decide at the time of recess. The schedule also includes an Organizational Meeting on January 1, a Budget Hearing, and a Tax Hearing.

BACKGROUND: Pursuant to State law, governing bodies are required to adopt a calendar year schedule on an annual basis at its Organizational Meeting. In Arlington County, that meeting is held on January 1, except when that day falls on a Sunday, at which time the meeting is traditionally held the following Monday, January 2. For staff planning purposes, before the end of each year it is necessary to determine date in advance for the first few months of the upcoming year in order to schedule and legally advertise for public hearing land use applications and other matters. The proposed 2012 schedule is consistent with the schedule format first adopted by the County Board in 2005 as part of the completed charge of the Working Group on County Board Meeting Reforms.

County Manager:

BMD/GA

County Attorney:

[Signature]

Staff: Hope L. Halleck, County Board Office

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DISCUSSION: The adoption of the Resolution for the County Board Meeting Schedule for Calendar Year 2012, pursuant to State law, is to be adopted at the Organizational Meeting scheduled for January 1, 2012.

FISCAL IMPACT: None.

**DRAFT/PROPOSED
CALENDAR YEAR 2012
COUNTY BOARD MEETING SCHEDULE**

Date	Type	** Recessed Meetings	County Holidays/Conferences * Holidays in bold
Monday, January 2	Organizational Meeting, 11 a.m.		Sun., Jan. 1 New Years Day Mon., Jan. 16 MLK Birthday
Saturday, January 21	* Regular Meeting	Tues., January 24	
Saturday, February 11	Regular Meeting	Tues., February 14	Fri., Feb. 9 VML/VACo Leg Day, Richmond Mon., Feb. 20 President's Day
Saturday, March 10	Regular Meeting	Tues., March 13	Sat., March 3-7 NACo Legislative Conference
Tues. March 20 --Board Room 307	Budget Hearing, 7 pm		
Thursday, March 22 --Board Room 307	Tax Rate Hearing, 7 pm		
Saturday, April 21	Regular Meeting	Tues., April 24	
Saturday, May 19	Regular Meeting	Tues., May 22	Mon., May 28 Memorial Day
Saturday, June 16	Regular Meeting	Tues., June 19	
Saturday, July 21	Regular Meeting	Tues., July 24	Wed., July 4 Independence Day Fri., July 13-17 NACo Conference
August – No Meetings			Wed., August County Fair
Saturday, September 15	Regular Meeting	Tues., September 18	Mon., Sept 3 Labor Day Sun., Sept. 22-25 VML Conference
Saturday, October 20	Regular Meeting	Tues., October 23	Mon., Oct. 8 Columbus Day Sun., Oct 7-10 ICMA Conference
Saturday, November 17	Regular Meeting	Tues., November 27	Sun., Nov.11-13 VACo Annual Conf. Sun., Nov. 11 Veteran's Day Thurs., Nov 22-23 Thanksgiving
Saturday, December 8	Regular Meeting	Tues., December 11	Mon., Dec. 24 Christmas Eve

* Regular Meetings begin with Public Comment at 8:30 am followed no earlier then 9:00 am for Regular hearing items.

** Recessed Meetings typically begin with Reports at 3:00 pm followed by an evening session at 6:30 pm for Removed Consent items and Public Hearing.

Key to Acronyms:

ICMA: International City/County Management Association

NACo: National Association of Counties

VACo: Virginia Association of Counties

VML = Virginia Municipal League