

*City of Alexandria, Virginia*

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MEMORANDUM

**DATE:** APRIL 19, 2005  
**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL  
**FROM:** JAMES K. HARTMAN, CITY MANAGER   
**SUBJECT:** BUDGET MEMO # 76 : QUESTIONS REGARDING THE  
ESTABLISHMENT OF A POET LAUREATE

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This memorandum responds to a request from Councilman Gaines to provide the "cost, if any, associated with establishing the honorary post (no compensation required) of the Official POET LAUREATE in the City of Alexandria."

On October 27, 2004, Councilman Gaines sent a memo to then City Manager Phil Sunderland, all members of City Council, Kirk Kincannon, Director, Parks, Recreation and Cultural Activities, and the Chair and Members of the Commission for the Arts requesting that City staff examine establishing the honorary post of City of Alexandria Poet Laureate and enhancing public art and the visual experience in the City through a Public Art Plan.

On December 10, 2004, Parks, Recreation and Cultural Activities Director Kirk Kincannon wrote a memo to then City Manager Phil Sunderland informing him that the Arts Commission would begin discussion of its strategic plan in late January or early February, which would take into consideration the establishment of the City of Alexandria's Poet Laureate and the public art program. This memo was transmitted to all members of the City Council on December 10, 2004 (attachment).

As of the date of this memo, the Arts Commission is still discussing its strategic plan with members of the public art committee. Therefore, no specific costs have yet been identified in association with the possible creation of such a position.

Attachment

DATE: 12-27-04

TO: THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL  
FROM: PHILIP SUNDERLAND, CITY MANAGER  
SUBJECT: FYI

Attachment 1

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# City of Alexandria, Virginia

## MEMORANDUM

DATE: DECEMBER 10, 2004

TO: PHILIP SUNDERLAND, CITY MANAGER

FROM: KIRK KINCANNON, DIRECTOR   
RECREATION, PARKS AND CULTURAL ACTIVITIES

SUBJECT: COUNCILMAN GAINES MEMORANDUM REGARDING "ALEXANDRIA ARTS INITIATIVES"

CITY MANAGER'S OFFICE  
 ALEXANDRIA, VA  
 2004 DEC 22 P 3:23

This is in response to your memorandum dated November 1, regarding Councilman Gaines request for staff input on "Alexandria Arts Initiatives" (Attachment 1). It includes establishing the honorary post of a City of Alexandria Poet Laureate, and enhancing public art through a public art plan.

The Arts Commission begins discussion on its strategic plan on Sunday, January 16, 2005. The establishment of the City of Alexandria's Poet Laureate and the public art program will be part of the discussion.

With regard to the public art plan, I expect to have a draft program plan prepared by late January or early February. Staff is in the process of reviewing the current public art process, and scheduling a series of meetings with appropriate stakeholders, including Planning and Zoning staff.

As the process moves forward, I will keep you informed.

Attachment: Memorandum dated November 1, 2004 (w/o attachments)

cc: Michele Evans, Assistant City Manager  
Mark Jinks, Assistant City Manager  
Janet Barnett, Deputy Director