



## MEMORANDUM

**To:** Honorable Mayor and Members of the City Council  
**From:** Linda Holley, Executive Assistant  
**Date:** November 26, 2008  
**Subject:** Reminders and Upcoming Events...

### *Reminders*

1. Council Luncheon Meeting in the Council Work Session Room on Monday, December 1, 2008 at 11:30 a.m.
2. Committee on Environment Meeting in the Council Work Session Room on Monday, December 1, 2008 at 1:00 p.m.
3. Denton Leadership Class in the City Hall Conference Room on Tuesday, December 2, 2008 at 3:30 p.m.
4. Work Session of the City Council in the Council Work Session Room on Tuesday, December 2, 2008 at **4:00 p.m.** followed by a Regular City Council Meeting in the Council Chambers at 6:30 p.m.
5. Agenda Committee Meeting in the City Manager's Conference Room on Wednesday, December 3, 2008 at 10:00 a.m.

### *Upcoming Items*

1. Disaster Relief Appreciation Luncheon on Monday, January 5, 2009.
2. Employee Service Awards Luncheon at the UNT Silver Eagle Suite on Wednesday, February 11, 2008 at 11:00 a.m.

### *Mayor Burroughs' Travel and Ceremonial Schedule*

1. The Mayor has no city travel or ceremonial duties scheduled for the week.

***Mayor Pro Tem Kamp's Travel and Ceremonial Schedule***

1. Welcome at the Holiday Lighting Festival at the Courthouse on the Square on Thursday, December 4, 2008 at 5:30 p.m.
2. DRMC Meeting in Dallas on Friday, December 5, 2008 at 11:00 a.m.
3. Ring Bell for Salvation Army at Macy's on Friday, December 5, 2008 at 4:00 p.m.