



## MEMORANDUM

**To:** Honorable Mayor and Members of the City Council  
**From:** Linda Holley, Executive Assistant  
**Date:** November 25, 2009  
**Subject:** Reminders and Upcoming Events...

### *Reminders*

1. Work Session of the City Council in the Council Work Session Room on Tuesday, December 1, 2009 at **2:30 p.m.** followed by a Regular City Council Meeting in the Council Chambers at 6:30 p.m.
2. Agenda Committee Meeting in the City Manager's Conference Room on Wednesday, December 2, 2009 at 10:00 a.m.

### *Upcoming Items*

1. City Employee Service Awards Luncheon on Wednesday, March 3, 2010 at the UNT Silver Eagle Suite.

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

1. Seventh Annual 26<sup>th</sup> Congressional District/TxDOT Transportation Summit at the Texas Motor Speedway on Monday, November 30, 2009 at 9:00 a.m.
2. Speak to Leadership Denton in the City Hall Conference Room on Tuesday, December 1, 2009 at 2:00 p.m.
3. Rotary Club Meeting at Fremaux's on Thursday, December 3, 2009 at noon.
4. Denton Holiday Lighting on the Downtown Square on Thursday, December 3, 2009 at 5:30 p.m.

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

1. Seventh Annual 26<sup>th</sup> Congressional District/TxDOT Transportation Summit at the Texas Motor Speedway on Monday, November 30, 2009 at 9:00 a.m.
2. Downtown Plan Update Meeting at City Hall on Wednesday, December 2, 2009 at 11:30 a.m.
3. TX21 State Standing Committee Meeting on Wednesday, December 2, 2009 at 1:30 p.m.
4. Denton Holiday Lighting on the Downtown Square on Thursday, December 3, 2009 at 5:30 p.m.
5. DRMC meeting in Dallas on Friday, December 4, 2009 at 11:00 a.m.