



MEMORANDUM

To: Honorable Mayor and Members of the City Council
From: Linda Holley, Executive Assistant
Date: December 11, 2009
Subject: Reminders and Upcoming Events...

Reminders

1. CVB Committee Meeting at the Chamber on Monday, December 14, 2009 at 3:00 p.m.
2. Work Session of the City Council in the Council Work Session Room on Tuesday, December 15, 2009 at **3:30 p.m.** followed by a Regular City Council Meeting in the Council Chambers at 6:30 p.m.
3. No Agenda Committee Meeting on Wednesday, December 16, 2009.

Upcoming Items

1. South Branch Library Ribbon Cutting on Wednesday, January 13, 2010 at 3:00 p.m.
2. City Employee Service Awards Luncheon on Wednesday, March 3, 2010 at the UNT Silver Eagle Suite.

Mayor Burroughs' Travel and Ceremonial Schedule

1. Gretchen Bataille Holiday Open House on Sunday, December 13, 2009.
2. Chamber of Commerce Executive Committee and Board of Directors Meeting at the Chamber on Thursday, December 17, 2009 at 10:00 a.m.
3. Access 1st Capital Bank Christmas Reception on Thursday, December 17, 2009 at 5:00 p.m.

4. Breakfast and Groundbreaking of the UNT Business Leadership Building on Friday, December 18, 2009 at 7:30 a.m.

Mayor Pro Tem Kamp's Travel and Ceremonial Schedule

1. Ariel Club Meeting on Monday, December 14, 2009 at 11:00 a.m.
2. Downtown Implementation Plan Public Meeting at Central Fire Station on Monday, December 14, 2009 at 5:30 p.m.
3. Access 1st Capital Bank Board Meeting on Thursday, December 17, 2009 at 1:30 p.m.
4. Access 1st Capital Bank Christmas Reception on Thursday, December 17, 2009 at 5:00 p.m.