



**CITY OF LEON VALLEY
INTEROFFICE MEMORANDUM**

DATE: December 5, 2014
TO: Mayor Chris Riley and City Council Members
FROM: Manuel Longoria Jr., City Manager
SUBJECT: Weekly Update

Upcoming Important Events:

- Breakfast with Santa will be held Saturday, December 6th. at the Leon Valley Community Center. Time will be from 8:00 a.m. to 10:30 a.m.
- Leon Valley Tree Lighting Ceremony will be Monday, December 8th. at the Leon Valley Conference Center Grounds beginning at 6:00 p.m.
- City Staff Holiday X-mas Luncheon will be held Tuesday, 12/16/14 at 11:30 a.m. in the City Council Chambers. Please join us if you can.
- City Offices will be closed from December 24, 2014 through January 2, 2015 in observance of the Winter Holiday Season. All public safety and fire emergency personnel will be working and providing services as usual.