

**Portland Development Commission (PDC)
Executive Director Calendar**

These weekly calendars represent Executive Director, Bruce Warner's, regular schedule of meetings plus any additional special meetings. The Director is often double-booked and his calendar may change on short notice.

Week of January 7 – 11, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – Noon PDC Budget Discussion	7:30 – 9:30 a.m. PBA Board Meeting	9:30 – 10:00 a.m. Speech Preparation	8:00 a.m. – Noon Budget Discussions	9:00 – 9:30 a.m. Warner/IS Meeting
12:00 – 1:00 pm. Project Discussion	10:30 – 11:30 a.m. Housing Authority of Portland Development Commission	10:00 – 12:30 p.m. Budget Discussion	4:00 – 5:00 p.m. PDC & Mayor Monthly Check In	11:30 – 12:30 p.m. Warner/Staff 1:1
1:00 – 2:00 p.m. Warner/Mayor's Staff 1:1	12:00 – 1:00 p.m. Mayor's Brown Bag	2:00 – 3:00 p.m. Urban Renewal Meeting		1:00 – 6:00 p.m. Budget Discussion
2:00 – 3:00 p.m. Commissioners Ferran and Kadri	2:00 – 3:00 p.m. Warner/Staff 1:1	3:00 – 8:00 p.m. Board of Commissioners Meeting		
3:30 – 4:30 p.m. Budget Check In	3:00 – 4:00 p.m. Warner/Commissioner 1:1			

Week of January 14- 18, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
9:00 – 9:30 a.m. Warner/Public Affairs	7:45 – 9:00 a.m. Commissioner Briefing	10:00 – 12:00 p.m. Monthly Managers Meeting	8:30 – 9:00 a.m. Reception	7:30 – 8:00 a.m. Commission Meeting
9:30 – 10:00 a.m. URA Meeting	9:30 a.m. – 11:30 a.m. Director's Collaborative Meeting	12:30 – 2:00 p.m. Mayor's Meeting @ Jefferson	9:30 – 11:30 a.m. Operation H.O.M.E	8:00 – 8:30 a.m. Performance Metrics
11:30 – 12:30 p.m. Warner/Human Resource Meeting	11:30 – 1:30 p.m. Executive Team Meeting	2:00 – 3:00 p.m. Warner/Chair Rosenbaum 1:1	11:30 – Noon Organization Development	8:30 – 9:00 a.m. Project Meeting
1:30 – 2:00 p.m. Project Meeting	1:30 – 2:00 p.m. Project Discussion	3:30 – 4:30 p.m. Warner/Commissioner Leonard 1:1	1:30 – 2:00 p.m. Hispanic Chamber Speech Prep	9:00 – 10:00 a.m. Warner/Staff 1:1
3:00 – 4:00 p.m. PDC & Bureau of Planning	2:00 – 5:00 p.m. Urban Renewal Advisory Group	4:30 – 5:30 p.m. Project Meeting	2:00 – 2:30 p.m. Budget Check In	11:30 – 1:30 a.m. Mayor's State of the City Speech
4:15 – 5:30 p.m. Clay Tower Celebration			2:30 – 3:30 p.m. Warner/Staff 1:1	2:00 – 2:30 p.m. Prep for Auditor's Meeting
			4:00 – 5:00 p.m. Warner/Chair Rosenbaum 1:1	2:30 – 3:30 p.m. Multnomah County Auditor
			5:00 – 8:00 p.m. ULI Program	4:00 – 5:00 p.m. Warner/Chair Rosenbaum 1:1

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Week of January 21-25, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
8:30 – 10:30 a.m. MLK Breakfast	8:00 – 9:00 a.m. Commissioner Briefing	1:30 – 2:30 p.m. Warner/Staff 1:1	8:30 – 9:30 a.m. Warner/Staff 1:1	8:00 – Noon PDC Budget Workgroup Discussion
Holiday	9:15 – 9:30 a.m. Project Discussion	3:00 – 4:00 p.m. Warner/Tri-Met Quarterly Meeting	10:00 – 11:30 a.m. Vanport Opening	Noon – 5:00 & Saturday PBA Board Retreat
	10:00 – 10:30 a.m. Project Discussion	4:00 – 4:30 p.m. Warner/Staff 1:1	12:00 – 1:00 p.m. Warner/Staff 1:1	
	12:00 – 12:15 p.m. Central City Meeting	4:30 – 5:00 p.m. Warner/Staff 1:1	1:00 – 5:00 p.m. PDC Budget Workgroup Discussion	
	1:00 – 5:00 p.m. PDC Budget Work Group	5:30 – 7:30 p.m. Opening Event		

Week of January 28 – February 1, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
7:30 – 9:00 a.m. Contracting Advisory Committee	9:30 – 11:30 a.m. Director's Collaborative Meeting	9:00 – 10:00 a.m. Project Meeting	8:30 – 10:00 a.m. PDC All Employee Meeting	9:00 -10:00 a.m. PDC Commission Meeting
9:00 – 9:30 a.m. Warner/Staff 1:1	12:00 – 2:30 p.m. Executive Team Meeting	10:30 – 11:00 a.m. Project Meeting	10:00 – 11:00 a.m. Groundbreaking Event	10:30 – Noon Hispanic Chamber Speech
9:30 – 10:00 a.m. Warner/Consultant 1:1	2:30 – 3:30 p.m. Warner/Consultant 1:1	11:30 – 1:00 p.m. URA Meeting	1:00 – 2:00 p.m. Project Meeting	12:30 – 1:00 Warner/Staff 1:1
10:30 – Noon PDC/City Council Budget Workgroup	3:30 – 4:00 p.m. Warner Speech Preparation	2:00 – 2:30 p.m. Warner/Staff 1:1	3:30 – 4:00 p.m. Warner/Consultant 1:1	1:30 – 2:30 p.m. Project Meeting
2:30 – 4:30 p.m. Budget Preparation	4:30 – 5:00 p.m. Warner/Staff 1:1	2:30 – 3:30 p.m. OHAP #4 Meeting	4:00 – 5:00 p.m. Warner/Chair 1:1	3:30 – 4:30 p.m. Warner/Staff 1:1
	5:00 – 6:00 p.m. Warner/Chair 1:1	4:00 – 4:30 p.m. Warner/Staff 1:1		
		4:30 – 5:30 p.m. Warner/Staff 1:1		

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Week of February 4-8, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
9:00 – 11:00 a.m. PDC/Council Budget Workgroup	9:00 – 11:30 a.m. PDC/Council Budget Workgroup	7:30 – 9:00 a.m. Warner/ODOT Meeting	9:00 – 11:00 a.m. PDC/Council Budget Workgroup	8:30 – 9:00 a.m. Communications Briefing
1:00 – 2:00 p.m. Warner/Mayor Staff Meeting	12:30 – 2:30 p.m. Executive Team Meeting	9:00 – 10:00 a.m. Warner/MWESB Meeting	11:30 – 12:30 p.m. Monthly Bureau Director Meeting	9:30 – 10:00 a.m. Warner/Staff 1:1
3:00 – 4:00 p.m. Warner/Staff 1:1	4:00 – 5:00 p.m. PDC Audit Subcommittee	10:30 – 1:30 p.m. Warner/Staff 1:1s	2:00 – 3:30 p.m. PGE/PDC Leadership Meeting	10:30 – 11:30 a.m. Warner/Staff 1:1
4:00 – 5:00 p.m. Warner/Staff 1:1		2:00 – 2:30 p.m. Warner/Staff 1:1	3:30 – 4:00 p.m. Warner/Staff 1:1	11:30 – 12:00 p.m. HR Meeting
5:00 – 6:00 p.m. Warner/Staff 1:1		3:00 – 3:30 p.m. Warner/Project Meeting	4:00 – 4:30 p.m. Warner/Chair Rosenbaum 1:1	12:30 – 1:30 p.m. Warner/Staff 1:1
		4:00 – 5:00 p.m. Warner/Bureau of Planning	4:30 – 6:30 p.m. PDC Commission/Budget Meeting	1:30 – 2:30 p.m. Warner/Staff 1:1
				3:30 – 4:30 p.m. Media Meeting

Week of February 11-15, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 9:30 a.m. Commissioner Briefing	8:00 – 9:00 a.m. PDC/Council Budget Workgroup	7:30 – 8:30 a.m. Warner/Staff 1:1	9:00 – Noon PDC/Council Budget Workgroup	8:30 – 9:00 a.m. Warner/Staff 1:1
9:30 – 10:30 a.m. Commissioner Briefing	12:45 – 1:00 p.m. Project Meeting	8:30 – 9:00 a.m. Warner/Budget 1:1	12:00 – 1:00 p.m. Warner/Chair Rosenbaum 1:1	9:00 – 11:30 a.m. PDC/Council Workshop
11:30 – 12:30 p.m. Warner/Staff 1:1	1:00 – 2:00 p.m. Project Meeting	9:30 – 10:30 a.m. Info Technology		11:30 – 1:30 p.m. CAWS Board of Directors
1:00 – 2:00 p.m. Warner/Mayor's Staff 1:1	3:00 – 5:00 p.m. PDC Executive Team Meeting	1:00 – 2:30 p.m. Editorial Board		1:30 – 3:00 p.m. Legal Team
3:00 – 4:00 p.m. Project Meeting		3:00 – 5:00 p.m. Commission Meeting		3:00 – 3:45 p.m. Warner/Mayor's 1:1
4:00 – 5:00 p.m. PDC & PBA Meeting				

**Portland Development Commission (PDC)
Executive Director Calendar**

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Week of February 11-15, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
Holiday	8:00 – 9:00 a.m. Project Meeting	10:00 – 12:00 p.m. Monthly Managers Meeting	9:00 – 11:30 a.m. PDC/Council Budget Workgroup	9:00 – 11:30 a.m. PDC/Council Budget Workgroup
	9:30 – 10:00 a.m. Warner/Staff 1:1	1:15 – 1:45 p.m. Legal Meeting	11:30 – 1:00 p.m. Speech	12:30 – 1:30 p.m. Commissioner Briefing
	12:00 – 1:30 p.m. Executive Team Meeting	3:00 – 4:00 p.m. Budget Meeting	2:00 – 3:00 p.m. Project Meeting	1:30 – 2:30 p.m. Project Meeting
	3:00 – 3:30 p.m. Speech	5:00 – 9:00 p.m. Centennial Mills Project	4:0 – 5:00 p.m. Warner/Chair Rosenbaum 1:1	2:30 – 3:00 p.m. Commissioner Briefing
	4:00 – 5:00 p.m. Warner/Commissioner Adams 1:1		5:30 – 8:30 p.m. Say Hey, NW	3:00 – 4:00 p.m. Warner/Staff 1:1
	6:00 – 8:00 p.m. Housing Authority Board Meeting			4:00 – 5:00 p.m. Project Meeting

Week of February 18-22, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 9:30 a.m. Commissioner Briefing	8:00 – 9:00 a.m. PDC/Council Budget Workgroup	7:30 – 8:30 a.m. Warner/Staff 1:1	9:00 – Noon PDC/Council Budget Workgroup	8:30 – 9:00 a.m. Warner/Staff 1:1
9:30 – 10:30 a.m. Commissioner Briefing	12:45 – 1:00 p.m. Project Meeting	8:30 – 9:00 a.m. Warner/Budget 1:1	12:00 – 1:00 p.m. Warner/Chair Rosenbaum 1:1	9:00 – 11:30 a.m. PDC/Council Workshop
11:30 – 12:30 p.m. Warner/Staff 1:1	1:00 – 2:00 p.m. Project Meeting	9:30 – 10:30 a.m. Info Technology		11:30 – 1:30 p.m. CAWS Board of Directors
1:00 – 2:00 p.m. Warner/Mayor's Staff 1:1	3:00 – 5:00 p.m. PDC Executive Team Meeting	1:00 – 2:30 p.m. Editorial Board		1:30 – 3:00 p.m. Legal Team
3:00 – 4:00 p.m. Project Meeting		3:00 – 5:00 p.m. Commission Meeting		3:00 – 3:45 p.m. Warner/Mayor's 1:1
4:00 – 5:00 p.m. PDC & PBA Meeting				

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Week of February 25-29, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 9:00 a.m. Commissioner Briefing	8:00 – 9:00 a.m. Warner/Staff 1:1	8:00 – 2:00 p.m. Commission Meeting	7:30 – 9:00 a.m. Project Meeting	7:30 – 9:30 am. Portland Family of Funds
9:00 – 10:30 a.m. Private Appointment	9:30 – 10:30 a.m. Project Meeting		9:30 – 11:30 a.m. PDC All Employee Staff Meeting	8:30 – 9:00 a.m. Warner/Staff 1:1
10:30 – 11:00 a.m. Warner/Staff 1:1	12:00 – 2:30 p.m. Executive Team Meeting		10:30 – 12:00 p.m. Planning & Development Directors	10:30-11:00 a.m. Project Meeting
12:00 – 1:00 p.m. Mayor Brown Bag	3:00 – 5:00 p.m. Commissioner Briefings		12:00 – 2:00 p.m. PDC and ODOT	1:00- 1:30 p.m. Project Meeting
1:00 – 2:00 p.m. Warner/Mayor's Staff 1:1	5:40 – 7:30 p.m. Port of Portland		3:00 – 3:45 p.m. Project Meeting	2:30 – 3:30 p.m. Project Meeting
3:00 – 4:00 p.m. Project Meeting			4:00 – 5:00 p.m. Warner/Chair 1:1	
5:00 – 6:00 p.m. Warner/Chair Rosenbaum 1:1			6:00 – 8:00 p.m. Turner School of Construction	

Week of March 3-7, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 8:30 a.m. Media Meeting	8:30 – 9:30 a.m. Warner/Staff 1:1	10:30 – 11:00 a.m. Personnel Related	7:00 – 9:30 a.m. Developers Roundtable	7:30 – 9:00 a.m. Oregon Sports Authority
11:00 – Noon Warner/Staff 1:1	8:30 – 9:30 a.m. Warner/Staff 1:1	11:30 – 12:30 p.m. Warner/Staff 1:1	10:00 – 10:30 a.m. Diversity Project	9:00 – 9:30 a.m. Warner/Staff 1:1
1:00 – 2:00 p.m. Warner/Mayor's Office 1:1	11:45 – 12:00 p.m. Housing Project	1:30 – 3:45 p.m. Executive Team Meeting	12:30 – 11:30 a.m. Project Meeting	10:30 – 12:00 p.m. Warner/Staff 1:1
2:30 – 4:00 p.m. Editorial Board	2:00 – 4:00 p.m. URAG Meeting	5:30 – 8:00 p.m. Port of Portland Reception		2:30 – 3:30 p.m. Project Meeting
5:00 – 6:30 p.m. Meeting with Staff	4:30 – 5:00 p.m. Mayor Meeting			3:30 – 4:30 p.m. Project Meeting

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Week of March 10-14, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
11:45 – 1:45 p.m. White Stag Tour	7:30 – 9:30 a.m. PBA Board Meeting	9:00 – 11:00 a.m. City Council Hearing	8:30 – 9:00 a.m. Warner/Staff 1:1	9:00 – 10:00 a.m. Warner/Staff 1:1
1:00 – 2:00 p.m. Warner/Mayor's Staff 1:1	9:30 – 10:30 a.m. City Council Prep	1:30 – 2:30 p.m. Project Meeting	10:30 – 12:00 p.m. Planning & Development Directors	11:00 – 11:45 a.m. Warner/Mayor 1:1
2:45 – 3:00 p.m. Warner/Staff 1:1	1:00 – 2:20 p.m. Mercantile Opening	4:00 – 5:00 p.m. Project Meeting	1:00 – 1:30 p.m. Speech Preparation	3:30 – 4:30 p.m. Warner/Staff 1:1
3:00 – 4:00 p.m. Project Meeting	4:00 – 4:30 p.m. Project Meeting		2:00 – 4:00 p.m. Project Hearing	
4:00 – 5:00 p.m. Project Hearing			4:30 – 6:30 p.m. Project Hearing	

Week of March 17 - 21, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
7:30 – 9:30 a.m. Project Meeting	8:30 – 10:30 a.m. PDC Executive Team Meeting	10:00 – 11:30 a.m. Monthly Managers Meeting	8:00 – 10:00 a.m. African American Alliance Breakfast	8:30 – 9:30 a.m. Warner/BHCD 1:1
9:30 – 10:30 a.m. Warner/Harold Williams Jr & Sr	1:00 – 1:30 p.m. Warner/Staff 1:1	2:30 – 3:00 p.m. Warner/Bureau of Planning	1:30 – 2:00 p.m. Warner/Staff 1:1	10:30 – 11:30 a.m. Warner/Staff 1:1
10:30 – 11:00 a.m. African American Alliance Prep	2:30 – 3:00 p.m. Warner/Staff 1:1	3:00 – 4:00 p.m. Warner/Commissioner Adams Office	2:30 – 3:00 p.m. Warner/Staff 1:1	1:30 – 2:30 p.m. Warner/Staff 1:1
11:00 – Noon Warner/Staff 1:1	4:00 – 5:00 p.m. Warner/Staff 1:1	4:00 – 5:00 p.m. Warner/Commissioner Leonard		3:00 – 4:00 p.m. Warner/Chair Rosenbaum 1:1
1:00 – 2:00 p.m. Warner/Mayor Meeting 1:1				
2:00 – 3:00 p.m. Warner/Commissioner Saltzman				
3:00 – 4:00 p.m. Warner/Commissioner Sten				

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Week of March 24-28, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 9:00 a.m. Commissioner Briefings	8:30 – 9:00 a.m. Opening Remarks	8:00 – 2:00 p.m. PDC Board of Commissioners	8:30 – 9:30 a.m. PDC All Employee Staff Meeting	8:00 – 9:00 a.m. HR Related
9:30 – 10:30 a.m. Commissioner Briefing	10:30 – 11:30 a.m. Lents Project Meeting	2:00 – 3:00 p.m. Warner & Commissioner 1:1	11:30 – Noon Warner/Staff 1:1	10:00 – 10:30 a.m. Warner/Staff 1:1
11:45 – 12:45 p.m. Warner/Staff 1:1	12:00 – 3:00 p.m. Executive Team Meeting		2:00 – 2:30 p.m. HR Related	10:30 – 11:00 a.m. Warner Project Discussion
2:00 – 2:30 p.m. Project Meeting	3:30 – 4:00 p.m. Warner/Staff 1:1		3:00 – 4:00 p.m. River District Meeting	12:30 – 1:30 p.m. Warner/Mayor's Staff
2:30 – 3:00 p.m. PDC/PDOT Meeting	4:00 – 4:30 p.m. Warner/Staff 1:1		4:00 – 5:00 p.m. Warner/Chair Rosenbaum 1:1	2:00 – 3:00 p.m. Warner/Staff 1:1
3:30 – 4:30 p.m. HR Related				3:00 – 4:00 p.m. Warner Project Meetinghs

Week of March 31 – April 4, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
7:30 – 9:00 a.m. PDC & BHCD Quarterly Meeting	8:30 – 9:00 a.m. Budget Meeting	7:30 – 8:30 a.m. Warner/Commissioner 1:1	8:30 – 9:00 a.m. Warner/Staff 1:1	7:30 – 10:30 a.m. Breakfast of Champions
10:30 – 11:00 a.m. Budget Meeting	9:00 – 10:00 a.m. Warner/Staff 1:1	9:45 – 10:30 a.m. City Council – NAYA Item	11:30 – 1:00 p.m. Monthly Bureau Directors Meeting	11:30 a.m. – 1:30 p.m. Quarterly Series Exploring our Sustainable Future
11:30 – 12:30 p.m. Private Meeting	10:00 – 10:30 a.m. Project Meeting	11:00 – 12:00 a.m. Budget Meeting	2:00 – 3:00 p.m. Economic Development Meeting	
2:30 – 3:00 p.m. Funding Meeting	12:00 – 2:30 p.m. Executive Team Meeting	1:30 – 2:30 p.m. Warner and Commissioner 1:1		
3:00 – 4:00 p.m. Warner/Staff 1:1	3:00 – 3:30 p.m. Warner Project Meeting	4:00 – 5:00 p.m. PDC & BOP Monthly 1:1		
	5:30 – 9:30 p.m. PDC-PSU Urban Renewal & Development Course, PSU			