

**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 June 30 – July 4, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
7:30 – 8:30 a.m. PDC & ODOT Quarterly	7:30 – 8:30 a.m. Project Meeting	9:30 – 10:30 a.m. Light Rail Meeting	9:30 – 10:00 a.m. Union Meeting	Holiday
9:00 – 9:30 a.m. Project Meeting	9:30 – 12:00 Noon Milw. Light Rail Council	12:45 – 1:00 p.m. Warner & Planning 1:1	11:30 – 12:30 p.m. Self Assessment	
11:00 – 12:00 p.m. Portland Public Market	12:00 – 2:30 p.m. Executive Team Meeting	1:30 – 2:30 p.m. Self Assessments	2:00 – 3:00 p.m. Self Assessments	
2:00 – 3:00 p.m. PDC & Commissioner Leonard Monthly	4:00 – 5:00 p.m. Commissioner Meeting	2:30 – 2:45 p.m. Audit Meeting	4:00 – 5:00 p.m. Personal	
3:30 – 4:00 p.m. PDC & BHCD		4:00 – 5:00 p.m. PDC & OMF Meeting		

Week of July 7-11, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 9:00 a.m. Commissioner Briefing	9:00 – 9:30 a.m. Warner/Staff 1:1	8:30 – 9:30 a.m. Self Assessment	9:30 – 10:00 a.m. Project Meeting	7:30 – 11:00 a.m. Workforce Investment Board
9:30 – 10:30 a.m. Commissioner Briefing	10:30 – 11:00 a.m. Board Preparation	9:05 – 10:10 a.m. Project Meeting	10:30 – 11:30 a.m. AFSCME Benefit Meeting	11:00 – 11:30 a.m. Photo Opp
11:00 – 11:45 a.m. PDC & PDOT Meeting	12:30 – 1:00 p.m. Legal Meeting	11:00 – 12:00 p.m. Commissioner Meeting	12:00 – 1:00 p.m. Project Meeting	12:00 – 2:30 p.m. Executive Team Meeting
2:00 – 2:45 p.m. Project Meeting	2:00 – 3:00 p.m. Project Meeting	2:00 – 7:00 p.m. Commission Meeting	1:00 – 2:30 p.m. Transition Project	3:00 – 4:00 p.m. Self Assessment
4:30 – 5:00 p.m. Commissioner Saltzman & PDC	3:00 – 4:00 p.m. Warner/Staff 1:1		3:00 – 4:00 p.m. PDC & Housing Organizations of Color Coalition	4:00 – 5:00 p.m. Self Assessment

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Week of July 14-18, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
8:30 – 9:00 a.m. Performance Assessment	8:30 – 9:30 a.m. Project Meeting	8:30 – 9:30 a.m. Project Meeting	8:00 – 9:30 a.m. Project Meeting	Vacation
11:00 – 11:30 a.m. Performance Assessment	10:00 – 11:00 a.m. Reorg Q&A w/ Staff	9:30 – 10:00 a.m. LTA Audit Response	9:30 – 10:00 a.m. Media Meeting	
12:00 – 12:30 p.m. Performance Assessment	12:00 – 2:30 p.m. Executive Team Meeting	10:30 – 11:30 a.m. Project Meeting	10:30 – 11:00 a.m. 50 th Anniversary Celebration w/ Staff	
1:30 – 2:30 p.m. Reorg Q&A w/ Staff	4:00 – 5:00 p.m. PDC & Commissioner Adams Monthly	11:30 – 12:30 p.m. PDC Reorg Q&A	Afternoon Vacation	
4:15 – 5:00 p.m. PDC & Commissioner Leonard 1:1	5:00 – 8:00 p.m. HAP Board of Commissioners	1:30 – 4:00 p.m. Operation H.O.M.E. 4:00 – 5:00 p.m. PDC & Commissioner Fish Monthly		

Week of July 21-25, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 8:30 a.m. Project Meeting	10:30 – 11:00 a.m. Warner/Staff 1:1	Vacation	8:30 – 9:30 a.m. Economic Development Mtg.	8:00 – 9:30 a.m. Blue Ribbon Steering Committee
9:00 – 10:30 a.m. Project Meeting	12:00 – 2:30 p.m. Executive Team Meeting		9:30 – 10:00 a.m. Managers Meeting Prep	10:30 – 11:30 a.m. Warner/Staff 1:1
10:30 – 11:30 a.m. Warner/Staff 1:1	2:30 – 3:30 p.m. Warner/Mayor/GSA/USCIS		10:00 – 10:30 a.m. Warner/Staff 1:1	12:30 – 1:15 p.m. Mayor/AR/CM PDC Check In
1:00 – 2:00 p.m. Warner & Mayor's Staff Weekly			12:00 – 1:30 p.m. Project Meeting	2:00 – 3:00 p.m. Warner/Staff 1:1
2:00 – 3:00 p.m. PDC & Commissioner Saltzman 1:1			3:00 – 4:00 p.m. Foster Corridor Charrette Follow-up	
4:00 – 5:00 p.m. Performance Assessment				

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Week of July 28 – August 1, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 9:00 a.m. Project Meeting	8:00 – 9:00 a.m. Project Meeting	7:30 – 8:30 a.m. Commissioner Meeting	8:30 – 10:00 a.m. PDC All Employee Staff Meeting	7:30 – 8:30 a.m. Personnel Issue
10:00 – 10:30 a.m. Performance Assessment	10:00 – 10:30 a.m. Audit Meeting	10:30 – 11:30 a.m. PDC Board	10:30 – 2:30 p.m. Meeting of the Minds	9:00 – 9:30 a.m. Board of Commissioners Special Session
12:00 – 1:00 p.m. Mayor/AR/Bureau Directors Brown Bag	10:30 – 11:30 a.m. Project Meeting	5:00 – 8:30 p.m. City Club Salon	3:00 – 4:30 p.m. Interviews	10:30 – 11:30 a.m. City Audit Services DDA Audit
1:00 – 2:00 p.m. PDC & Mayor's Staff Weekly	11:30 – 12:30 p.m. Meeting Prep			1:00 – 2:00 p.m. Transition Activities
3:00 – 4:30 p.m. Project Meeting	12:30 – 2:30 p.m. Executive Team Meeting			
4:45 – 5:30 p.m. Project Meeting	4:00 – 5:00 p.m. Warner/Staff 1:1			

Week of August 4-8, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
1:00 – 2:00 p.m. Warner/Mayor's Staff Weekly Meeting	8:00 – 9:00 a.m. Project Meeting	9:00 – 10:00 a.m. Project Meeting	7:30 – 8:30 a.m. PDC/BHCD Quarterly	7:30 – 9:00 a.m. Project Meeting
2:30 – 3:00 p.m. Project Meeting	10:00 – 11:00 a.m. Downtown Retail Strategy	10:00 – 11:00 a.m. Project Meeting	9:00 – 9:30 a.m. Warner/Staff 1:1	9:30 – 10:00 a.m. Warner/Staff 1:1
3:30 – 4:30 p.m. Personal	11:30 – 2:30 p.m. Executive Team Meeting	11:00 – 12:00 p.m. Lloyd District	11:30 – 1:30 p.m. Monthly Bureau Directors' Meeting	11:30 – 5:00 p.m. Vacation
4:30 – 5:00 p.m. Personnel Issue	3:00 – 4:00 p.m. Project Meeting	12:00 – 1:00 p.m. General Fund Discussion	5:30 – 6:30 p.m. Say He, NW	
	4:00 – 5:00 p.m. Warner/Staff 1:1	2:00 – 2:30 p.m. Personnel Issue		
		4:00 – 5:00 p.m. Warner/Planning Monthly Meeting		

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Week of August 11-15, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
Vacation	Vacation	8:30 – 9:30 a.m. Warner/Staff 1:1 10:00 – 10:30 a.m. Meet Maria Johnson City HR 10:30 – 11:30 p.m. Project Meeting 12:30 – 1:30 p.m. Project Meeting 3:00 – 6:00 p.m. Commission Meeting	8:30 – 9:00 a.m. Warner/Staff 1:1 9:00 – 10:30 a.m. Foster Corridor/Freeway Lands Meeting 10:30 – Noon Planning & Development Director's Meeting 12:00 – 1:00 p.m. PDC & Parks Meeting 2:30 – 3:30 p.m. ULI Speech Preparation	9:00 – 10:00 a.m. Warner/Staff 1:1 11:30 – 12:30 p.m. Project Meeting 2:00 – 3:00 p.m. PDC & Planning River Renaissance & Next Steps 3:30 – 4:30 p.m. Willamette River Federal & State Agenda

Week of August 18-22, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 11:00 a.m. Personal 11:30 – 1:00 p.m. Brown Bag Session 1:00 – 2:00 p.m. Warner w/ Mayor's Staff 2:00 – 3:00 p.m. Warner/Commissioner Saltzman 3:30 – 4:30 p.m. Warner/Commissioner Fish 5:00 – 7:30 p.m. Welcome Reception YMCA	8:00 – 9:00 a.m. Limited Tax Abatement Mtg 9:30 – 10:00 a.m. HQ Hotel Project Meeting 10:00 – 10:30 a.m. Speech Preparation – ULI 12:00 – 2:30 p.m. Executive Team Meeting 3:00 – 3:30 p.m. Project Meeting 4:00 – 5:00 p.m. Warner/Commissioner Adams 5:00 – 6:00 p.m. Sustainability Institute Site Tour 6:00 – 7:00 p.m. Sustainability Institute Discussions	8:00 – 9:00 a.m. PDC/Bureau of Planning 10:00 – Noon City Hall: BHCD Contract 12:15 – 1:45 p.m. PDC & Metro 2:30 – 3:30 p.m. PDC/Commissioner Leonard 3:45 – 5:00 p.m. Union Meeting	7:30 – 8:30 a.m. PDC & BHCD Quarterly Meeting 9:00 – 10:00 a.m. Warner/Staff 1:1 1:00 – 5:00 p.m. Personal	Vacation

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Week of August 25 -29, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
Vacation	Vacation	8:00 – 1:00 p.m. Commission Meeting 3:30 – 4:30 p.m. Plan Amendment Meeting 5:30 – 7:30 p.m. Meet & Mingle	8:30 – 9:30 a.m. All Employee Monthly Meeting 10:30 – 11:30 a.m. Warner/Staff 1:1 1:00 – 1:30 p.m. Warner/Staff 1:1 1:30 – 2:30 p.m. Project Meeting 3:00 – 4:00 p.m. Hispanic Chamber Meeting 5:00 – 7:00 p.m. PNDC Speaking Engagement	8:00 – 9:00 a.m. Private Meeting

Week of September 1 – 5, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
Holiday	7:00 – 8:00 a.m. 5 th Seat Commissioner Meeting 10:30 – 10:45 a.m. Warner/Commissioner 1:1 12:00 – 2:30 p.m. Executive Team Meeting 3:00 – 3:30 p.m. ULI Speech Preparation 4:00 – 5:00 p.m. Commissioners Wilhoite & Mohlis	7:30 – 8:30 a.m. Warner & Chair 1:1 10:30 – 12:00 p.m. 10 th & Yamill – City Hall 1:15 – 1:30 p.m. Personal Appt. 2:00 – 2:45 p.m. Project Meeting w/ Mayor 3:00 – 3:30 p.m. HQ Hotel Meeting 3:50 – 4:30 p.m. DDA Audit Response 4:45 – 5:15 p.m. Warner/Staff 1:1	7:30 – 11:30 a.m. Urban Land Institute Presentation 2:00 – 2:30 p.m. LUBA Appeals Meeting 2:30 – 3:00 p.m. Warner/Staff 1:1 4:00 – 5:00 p.m. Killingsworth Station Project	Out of Office

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Week of September 8 – 12, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
10:30 – 11:00 a.m. Warner/Staff 1:1	7:30 – 9:30 a.m. PBA Board Meeting	9:00 – 10:00 a.m. Warner/Staff 1:1	10:30 – 11:30 a.m. Planning & Development Directors Meeting	7:30 – 9:00 a.m. Oregon Sports Authority
2:30 – 3:00 p.m. Milwaukie Light Rail	10:30 – 11:00 p.m. Project Meeting	10:00 – 10:30 a.m. Warner/Raglione 1:1	1:00 – 1:45 p.m. PDC/Mayor Bi-weekly Check In	1:30 – 5:00 p.m. Project Meeting
3:00 – 5:00 p.m. LRT Funding Committee	12:00 – 1:00 p.m. Mayor/AR/Bureau Directors Brown Bag	12:30 – 2:00 p.m. Warner/Clackamas County	3:00 – 4:30 p.m. Legislative In-house briefing	
	1:30 – 3:00 p.m. Executive Team Meeting	2:30 – 3:30 p.m. PDC & Bureau of Planning Monthly	5:30 – 8:30 p.m. Jazz on the Mississippi	
	3:00 – 4:00 p.m. Warner/Staff 1:1	4:00 – 5:00 p.m. Warner/Staff – LUBA Appeals		
	4:30 – 6:00 p.m. Humbolt Gardens Grand Opening	6:00 – 9:00 p.m. Hispanic Metropolitan Chamber Dinner		
	6:00 – 7:30 p.m. Cascadia Regional Bldg Council			

Week of September 15-19, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
10:30 – 11:00 a.m. Warner/Chair 1:1	8:30 – 9:30 a.m. Development Meeting	8:45 – 9:00 a.m. Media Meeting	7:15 – 9:00 a.m. BOMA Real Estate Breakfast & US Post Office Presentation	10:00 – 11:00 a.m. Warner/OHSU Project Meeting
1:00 – 2:00 p.m. Warner Weekly Meeting w/ Mayor's Staff	11:30 – 1:30 p.m. Executive Team Meeting	10:00 – 12:00 p.m. Monthly Managers Meeting	9:00 – 10:00 a.m. OHCS/PDC/PBH Meeting	11:30 – 12:30 p.m. Warner/NEO Design Studio
2:00 – 3:00 p.m. Warner/Saltzman Monthly 1:1	1:30 – 2:30 p.m. PDC Audit Subcommittee Meeting	1:30 – 1:45 p.m. Prep for Salt Lake Delegation	10:00 – 10:30 a.m. Project Meeting	1:30 – 2:00 p.m. Project Meeting
3:30 – 4:30 p.m. Warner/Commissioner Fish Monthly 1:1	3:00 – 3:30 p.m. Project Meeting	3:00 – 4:00 p.m. PDC & Commissioner Leonard Monthly 1:1	11:30 – Noon LUBA Appeal	2:00 – 2:30 p.m. Strategic Planning Preparation
	3:30 – 5:00 p.m. Time Certain – Resource Access Center City Hall	5:00 – 6:00 p.m. Warner/Hispanic Chamber	1:30 – 3:00 p.m. Foster Corridor Follow-up with Property Owners	3:00 – 4:30 p.m. Reorganization Meeting
		7:30 – 9:00 p.m. Salt Lake City Delegation	4:00 – 5:00 p.m. Warner/Staff 1:1	4:30 – 5:00 p.m. Union Prep Meeting

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Week of September 22-26, 2008

Week of September 22-26, 2008 Monday	Tuesday	Wednesday	Thursday	Friday
<p>8:00 – 9:00 a.m. Warner/Commissioner Briefing</p> <p>12:00 – 1:00 p.m. State of Banking "Brown Bag" Presentation</p> <p>2:30 – 5:00 p.m. State Legislative Briefing</p>	<p>8:00 – 9:00 a.m. Warner/Commissioner Mohlis Briefing</p> <p>9:00 – 10:00 a.m. Prep Project Meeting</p> <p>10:00 – Noon Social Housing Draft Work Pan Meeting</p> <p>12:00 – 3:30 p.m. Executive Team Meeting</p> <p>3:30 – 5:00 p.m. Personal – Out of Office</p>	<p>8:00 – Noon Board of Commissioners Meeting</p> <p>10:15 – Noon Time Certain @ City Council 3-party IGA</p> <p>4:00 – 4:30 p.m. Warner/Project Meeting</p> <p>5:00 – 8:00 p.m. PDC Picnic</p>	<p>8:30 – 10:00 a.m. PDC All Employee Staff Meeting</p> <p>1:00 – 1:30 p.m. Warner/Staff 1:1</p> <p>3:30 – 4:30 p.m. Project Meeting</p> <p>5:30 – 9:00 p.m. ULI Award Banquet</p>	<p>7:30 – 9:00 a.m. PDC/Bureau of Planning Project Meeting</p> <p>9:00 – 10:00 a.m. Project Meeting</p>

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Week of September 29- October 3, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
11:30 – Noon Meeting with NAYA	8:30 – 10:30 a.m. Meeting with NAYA, PCRI	10:00 – 10:30 a.m. Retail Space Meeting	8:10 – 9:10 a.m. Warner/Chair Wilhoite 1:1	8:15 – 9:15 a.m. Warner/Chair Wilhoite 1:1
1:00 – 2:00 p.m. Warner Meeting with Mayor's Staff	10:30 – 11:30 a.m. Rose Quarter Meeting	11:00 – 1:00 p.m. Senator Bonamici Tour	10:00 – 12:00 p.m. Tour w/ State Representative	P.M. Out of Office
	12:00 – 2:30 p.m. Executive Team Meeting	1:30 – 2:00 p.m. Warner/Staff 1:1	1:30 – 2:00 p.m. Warner/Staff Housing Issues	
	3:30 – 4:30 p.m. Warner/Staff 1:1	2:00 – 4:00 p.m. PDC Managers Meeting	5:00 – 6:00 p.m. Transportation Reception	
	4:30 – 9:00 p.m. Personal Appointment	4:00 – 5:00 p.m. Warner/Bureau of Planning Monthly		

Week of October 6 – 10, 2008

Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 9:00 a.m. Commissioner Briefings	8:30 – 11:00 a.m. PDC Executive Team Meeting	8:00 a.m. – Noon PDC Commission Meeting	8:00 – 8:30 am. Warner/Staff 1:1	10:30 – 11:00 Warner/Staff 1:1
9:30 – 10:30 a.m. Commissioner Briefings	11:00 – 11:30 a.m. Headquarter Hotel	12:00 – 1:00 p.m. Auditor's Report Meeting	8:30 – 10:00 am. Project Meeting	Afternoon – Vacation
10:30 – 11:00 a.m. Warner Teleconference – Private	2:00 – 4:00 p.m. Coffee Been Opening	2:15 – 3:00 p.m. Warner/Commissioner Andrews	9:30 – 10:00 a.m. LUBA Appeal	
11:00 – 12:00 p.m. Warner/Staff 1:1	4:30 – 4:45 p.m. Housing Issues	3:00 – 3:30 p.m. Strategic Summit Planning	Out of Office - Afternoon	
1:00 – 2:00 p.m. Warner & Mayor's Staff 1:1		4:00 – 5:00 p.m. Personal Meeting		
2:30 – 3:00 p.m. Warner/Staff Project				
3:00 – 3:30 p.m. Convention Plaza				
4:00 – 5:30 p.m. Warner/Project Meeting				