

**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 March 29 – April 2, 2010

Monday	Tuesday	Wednesday	Thursday	Friday
10:00 a.m. – 12:00 p.m. I-5 Rose Quarter and I-405 1:00 – 2:00 p.m. Housing Budget Work Session with City Council 2:00 – 3:00 p.m. PDC Budget Session with City Council	Vacation	Vacation	Vacation	Vacation

Week of April 5 - 9, 2010

Monday	Tuesday	Wednesday	Thursday	Friday
8:30 – 9:30 a.m. Staffing Discussion 9:30 – 10:30 a.m. Warner/Staff 1:1 11:30 a.m. – 12:00 p.m. Warner/Staff 1:1 2:30 – 3:00 p.m. Warner/Staff 1:1 3:00 – 5:00 p.m. Managers Meeting	8:30 – 9:30 a.m. Warner/HR Meeting 11:30 a.m. – 1:30 p.m. Executive Team Meeting 2:00 – 3:30 p.m. Portland Plan Advisory Group 3:30 – 4:30 p.m. Warner/Chair Andrews/Mayor's Office 1:1	10:30 – 11:30 a.m. PDC Lease 12:00 – 1:00 p.m. Warner/Chair Andrews 1:1 1:30 – 2:30 p.m. Warner/General Counsel 1:1 3:00 – 3:30 p.m. Project Meeting 5:00 – 8:30 p.m. Celebration of Growth Event	7:30 – 8:30 a.m. Warner/Margaret VanVliet 1:1 10:00 a.m. – 1:00 p.m. Planning & Development Directors Meeting	8:00 – 9:00 a.m. General Fund Budget 9:30 – 10:30 a.m. Warner/Commissioner Strauss 11:00 a.m. – 12:00 p.m. Warner/Dean Marriott 1:1 1:30 – 2:00 p.m. Warner/Staff 1:1 2:00 – 2:30 p.m. Warner/Staff 1:1

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Week of April 12 – 16, 2010

Monday	Tuesday	Wednesday	Thursday	Friday
<p>8:00 a.m. – 9:00 a.m. Commissioner Briefings</p> <p>9:30 – 10:30 a.m. Commissioner Briefings</p> <p>11:00 – 12:00 Noon Commissioner Briefings</p> <p>12:00 – 1:00 p.m. Construction Management Presentation</p> <p>3:00 – 4:00 p.m. Warner/Commissioner Fish Monthly</p>	<p>7:30 – 9:00 a.m. Portland Business Alliance Board Meeting</p> <p>10:00 – 11:00 a.m. Warner/Staff 1:1</p> <p>11:30 a.m. – 1:30 p.m. Executive Team Meeting</p>	<p>3:00 – 6:00 p.m. Board of Commissioners</p>	<p>8:00 – 10:00 a.m. Personnel Issue</p> <p>11:30 a.m. – 1:00 p.m. Executive Team Meeting</p> <p>1:00 – 1:30 p.m. All Employee Meeting</p> <p>4:00 – 5:00 p.m. Warner with Mayor Mid-Year Budget Discussion</p>	<p>9:30 – 10:30 a.m. Warner/Chair Andrews</p> <p>11:00 – 12:00 p.m. Project Meeting</p> <p>1:00 – 2:00 p.m. Warner/Staff 1:1</p>

Week of April 19 – 23, 2010

Monday	Tuesday	Wednesday	Thursday	Friday
<p>1:00 – 1:30 p.m. Warner/Staff 1:1</p> <p>2:00 – 3:00 p.m. Warner/Commissioner Saltzman Monthly</p> <p>3:00 – 4:00 p.m. Warner/Commissioner Fritz Monthly</p>	<p>10:00 – 11:30 a.m. City Council Work Session LRT Conceptual Report</p> <p>12:00 – 2:30 p.m. Executive Team Meeting</p>	<p>7:30 – 8:30 a.m. TBD</p> <p>8:30 – 9:30 a.m. Warner/Staff 1:1</p> <p>11:00 – 11:30 a.m. Project Meeting</p> <p>1:30 – 2:00 p.m. Warner/Staff 1:1</p> <p>3:00 – 4:00 p.m. Warner/Commissioner Leonard 1:1</p>	<p>9:00 – 10:30 a.m. Earth Day 40th Celebration</p> <p>11:30 - 1:00 p.m. Earth Day 40th Celebration with PHB Staff</p> <p>3:00 – 4:30 p.m. Portland City Council Hearing</p> <p>4:30 – 6:00 p.m. Warner/AFSCME 1:1</p>	<p>8:30 – 9:30 a.m. Union Negotiating Team</p> <p>12:30 – 1:30 p.m. Lynn Peterson, Clackamas County Chair</p>

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Week of May 10 – 14, 2010

Monday	Tuesday	Wednesday	Thursday	Friday
<p>8:00 – 9:00 a.m. Commissioner Briefing</p> <p>9:30 – 10:30 a.m. Commissioner Briefing</p> <p>11:00 – 12:00 p.m. Commissioner Briefing</p> <p>12:00 – 1:00 p.m. PDC GIS Function</p> <p>6:30 – 7:30 a.m. Portland Plan Phase II Workshop</p>	<p>7:30 – 9:00 a.m. Portland Business Alliance Board Meeting</p> <p>9:30 – 10:00 a.m. Personnel Issue</p> <p>10:00 – 10:30 a.m. Warner/Staff 1:1</p> <p>12:00 – 1:30 p.m. Executive Team Meeting</p> <p>2:00 – 3:00 p.m. Commissioner Briefing</p>	<p>8:00 – 9:00 a.m. Warner/Staff Breakfast Mtg 1:1</p> <p>10:00 – 11:00 a.m. PDC Lease</p> <p>12:00 – 1:00 p.m. Brown Bag – Maintaining Your Attitude on Projects During Turbulent Times</p> <p>1:30 – 2:00 p.m. Prep for Board Meeting</p> <p>3:00 – 6:00 p.m. PDC Board of Commissioners</p>	<p>9:30 – 10:00 a.m. Warner/General Counsel</p> <p>10:30 a.m. – 12:00 p.m. Planning and Development Directors Meeting</p> <p>12:00 – 1:30 p.m. OAME Awards Banquet</p> <p>3:30 – 4:00 p.m. Warner/Chair Andrews pre-Mayor meeting</p> <p>4:00 – 5:00 p.m. Warner/Mayor Adams Bi-Weekly Meeting</p>	<p>Vacation</p>

Week of May 17 – 21, 2010

Monday	Tuesday	Wednesday	Thursday	Friday
<p>Vacation</p>	<p>8:30 – 9:00 a.m. Moody's Lents and NMAC URAC</p> <p>9:00 – 10:00 a.m. Warner/Staff 1:1</p> <p>11:00 a.m. – 5:00 p.m. Private Appointment</p>	<p>8:30 – 9:30 a.m. Meet with Representative Jefferson Smith</p> <p>10:00 – 10:30 a.m. Warner/Staff 1:1</p> <p>10:30 – 11:30 a.m. Warner/Staff 1:1</p> <p>12:00 – 1:00 p.m. Warner/Chair Andrews 1:1</p> <p>4:00 – 5:00 p.m. Warner/Commissioner Leonard Monthly 1:1</p>	<p>9:30 – 10:00 a.m. Warner/Staff 1:1</p> <p>10:30 – 11:00 a.m. Warner w/ Randy Miller</p> <p>11:30 – 12:00 p.m. Welcome OTCT Business Association</p> <p>2:30 – 3:30 p.m. Council as Budget Committee</p> <p>6:00 – 8:00 p.m. 2nd Budget Committee Meeting</p>	<p>1:30 – 2:00 p.m. Warner/Staff 1:1</p> <p>2:00 – 3:00 p.m. Warner/Susan Anderson Monthly 1:1</p>

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Week of May 24 – 28, 2010

Monday	Tuesday	Wednesday	Thursday	Friday
<p>8:00 – 9:00 a.m. Commission Briefing</p> <p>9:00 – 9:30 a.m. Warner/Staff/Commissioner 1:1</p> <p>9:30 – 10:30 a.m. Commissioner Briefing</p> <p>11:00 – 12:00 p.m. Commissioner Briefing</p> <p>3:30 – 5:00 p.m. Monthly Managers Meeting</p>	<p>9:00 – 10:30 a.m. Interbureau Meeting "Best Practices Forum"</p> <p>12:00 – 2:30 p.m. Executive Team Meeting</p>	<p>9:30 a.m. – 1:00 p.m. Council as Budget Committee Follow-up</p> <p>2:00 – 2:30 p.m. Warner Project Meeting SWF Affordable Housing</p> <p>3:00 – 6:00 p.m. PDC Commission Meeting</p>	<p>8:00 a.m. – 1:00 p.m. Vacation</p> <p>1:00 – 1:30 p.m. HR Issue</p> <p>1:30 – 2:30 p.m. VOA Meeting</p>	<p>12:00 – 1:00 p.m. Warner Meeting with Commissioner Wilhoite</p>

Week of June 1 – 4, 2010

Monday	Tuesday	Wednesday	Thursday	Friday
<p>8:30 – 9:30 a.m. Main Street Meeting</p> <p>10:00 – 11:00 a.m. Union Station IGA</p> <p>11:00 – 11:30 a.m. Warner/Staff 1:1</p> <p>12:00 – 2:30 p.m. Executive Team Meeting</p> <p>3:30 – 4:30 p.m. Warner & Mayor Adams Weekly Meeting</p>	<p>7:30 – 8:30 a.m. Personal Appointment</p> <p>10:00 – 12:00 p.m. Personal Appointment</p> <p>1:00 – 1:30 p.m. NMAC Meeting</p> <p>2:00 – 3:00 p.m. Warner/Staff 1:1</p> <p>3:00 – 4:00 p.m. Warner/Staff 1:1</p>	<p>8:00 – 8:30 a.m. Rental Housing Meeting Discussion</p> <p>9:30 – 10:00 a.m. Phone Meeting with ODOT</p> <p>11:30 a.m. – 1:00 p.m. Bureau Directors Lunch</p> <p>2:30 – 3:30 p.m. Warner/Staff Discuss PHB IGA</p>	<p>9:00 – 9:30 a.m. Warner/Staff 1:1</p> <p>12:00 – 1:00 p.m. Meeting with Greg Phillips, Portland Center Stage</p> <p>9:30 – 10:30 a.m. Commissioner Briefing</p> <p>11:00 a.m. – Noon Commissioner Briefing</p>	<p>7:30 – 9:30 a.m. PBA Board Retreat</p> <p>9:30 – 10:00 a.m. Warner/Staff 1:1</p> <p>11:00 – Noon Warner/Staff 1:1</p> <p>12:00 – 2:30 p.m. Executive Team Meeting</p> <p>2:30 – 3:00 p.m. 10th and Yamhill Discussion</p> <p>3:30 – 4:30 p.m. Warner & Mayor Adams Weekly Meeting</p>

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Week of June 7 – 11, 2010

Monday	Tuesday	Wednesday	Thursday	Friday
<p>9:30 – 10:30 a.m. Commissioner Briefing</p> <p>11:00 a.m. – 12:00 p.m. Commissioner Briefing</p>	<p>7:30 – 9:30 a.m. PBA Board Meeting</p> <p>9:30 – 10:00 a.m. Warner/Staff 1:1</p> <p>10:30 – 11:00 a.m. Warner/Staff 1:1</p> <p>11:00 a.m. – 12:00 p.m. Executive Team Meeting</p> <p>2:30 – 3:00 p.m. Project Meeting</p> <p>3:30 – 4:30 p.m. Warner & Mayor Adams Weekly Meeting</p>	<p>8:30 – 9:30 a.m. Commissioner Briefing</p> <p>9:30 – 10:00 a.m. Warner/Staff 1:1</p> <p>12:00 – 1:00 p.m. Commissioner Mohlis & Staff Meeting</p> <p>3:00 – 6:00 p.m. PDC Board of Commissioners</p>	<p>1:30 – 2:30 p.m. MWESB</p> <p>4:00 – 4:30 p.m. Warner/Commissioner Fish 1:1</p>	<p>Vacation</p>

Week of June 14 - 18, 2010

Monday	Tuesday	Wednesday	Thursday	Friday
<p>9:00 – 9:30 a.m. Audit Subcommittee Meeting</p> <p>10:00 – 11:00 a.m. Strategic Summit Planning Meeting</p> <p>3:00 – 4:00 p.m. Warner/Commissioner Fish Monthly Meeting</p> <p>4:00 – 5:00 p.m. Managers Meeting</p>	<p>8:00 – 9:30 a.m. Executive Team Meeting</p> <p>11:30 – 1:00 p.m. VOA Meeting</p> <p>2:00 – 3:00 p.m. Streetcar Pro-Forma Meeting</p> <p>3:00 – 4:30 p.m. PDC Audit Subcommittee</p> <p>4:30 – 5:00 p.m. Warner/Commissioner Wilhoite 1:1</p>	<p>7:30 – 9:30 p.m. Forum – The Portland Region's Economy</p> <p>9:30 – 10:00 a.m. Warner/Staff Self Assessment</p> <p>10:30 – 11:30 a.m. Warner/Staff Self Assessment</p> <p>1:30 – 2:30 p.m. Warner/Chair Andrews 1:1</p> <p>2:30 – 3:30 p.m. Workforce Housing Discussion</p>	<p>7:30 – 9:30 a.m. Mayor's Economic Cabinet</p> <p>10:30 – 11:00 a.m. Warner/Staff Self Assessment</p> <p>11:30 – 12:00 p.m. Warner/Staff 1:1</p> <p>1:00 – 1:30 p.m. Meeting with Colas</p> <p>3:00 – 4:00 p.m. Potential Central City URA</p>	<p>9:00 – 10:00 a.m. Mayor's Main Street Announcement</p> <p>10:30 – 11:00 a.m. Warner/Staff Self Assessment</p> <p>11:00 a.m. – 12:00 p.m. Round Table Discussion with National Trust Main Street Center</p> <p>1:00 – 2:00 p.m. Warner/Staff Self Assessment</p> <p>2:15 – 2:30 p.m. Warner/Staff 1:1</p>

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Week of June 21 - 25, 2010

Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 9:00 a.m. Commissioner Briefing	8:00 a.m. – 1:00 p.m. Regional Summit	8:00 a.m. – Noon PDC Board of Commissioners	Vacation	Vacation
9:30 – 10:30 a.m. Commissioner Briefing	2:00 – 3:00 p.m. 10 th and Yamhill	2:00 – 3:00 p.m. Warner/Staff 1:1		
11:00 a.m. – 12:00 p.m. Commissioner Briefing	3:30 – 4:00 p.m. Warner/Chair Andrews 1:1	3:30 – 4:00 p.m. Representative Jefferson Smith		
12:30 – 5:00 p.m. Vacation				

Week of June 28 – July 2, 2010

Monday	Tuesday	Wednesday	Thursday	Friday
8:30 – 9:00 a.m. ERP Discussion	9:30 – 10:30 a.m. Warner/Mayor Adams Weekly Meeting	11:00 – 12:00 p.m. Commonwealth Building Discussion	Vacation	Vacation
9:00 – 9:30 a.m. Warner/Staff Self Assessment	11:00 – 11:30 a.m. Prep for ODOT Meeting	12:30 – 1:30 p.m. PDC & Bureau of Planning & Sustainability Monthly Meeting		
9:30 – 10:00 a.m. Warner/Staff Self Assessment	12:00 – 2:30 p.m. Executive Team Meeting	2:00 – 2:30 p.m. Budget Meeting		
12:00 – 1:00 p.m. Killingsworth Station Meeting	2:30 – 3:00 p.m. Warner/Staff Self Assessment			
1:00 – 2:30 p.m. ULT Executive Team Forum	3:00 – 3:30 p.m. HR Related Issues			
2:30 – 3:30 p.m. Waterfront Park Meeting				
3:30 – 5:00 p.m. Monthly Managers Meeting				