

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

Week of May 21-25, 2007

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.

Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 9:00 a.m. Commissioner Briefings	8:00 – 9:00 a.m. Commissioner Briefings	8:00 – Noon Board of Commissioners Meeting	8:00 – 9:00 a.m. Personnel Issue	8:00 – 8:30 a.m. Project Meeting
11:30 – 12:00 p.m. Economic Development	9:00 – 9:30 a.m. Warner Speech Prep	12:00 – 1:00 p.m. Roundtable Lunch – NIOP	9:00 – 10:00 a.m. Project Meeting	10:30 – 12:30 p.m. Project Tour
1:00 – 2:00 p.m. PDC & Mayor's Staff	9:30 – 11:30 a.m. Director's Collaborative	4:30 – 5:30 p.m. Warner/Staff 1:1	10:30 – Noon P&D Director's Meeting	2:00 – 3:00 p.m. Warner/Chair Weekly 1:1
2:15 – 3:00 p.m. PDC & Commissioner Saltzman	11:30 – 12:30 p.m. Executive Team Meeting		1:00 – 1:15 p.m. Warner/Staff 1:1	3:00 – 4:00 p.m. Project Meeting
3:00 – 4:00 p.m. PDC & Commissioner Sten	1:00 – 2:00 p.m. Panelist Meeting		1:30 – 3:00 p.m. Project Meeting	4:00 – 5:00 p.m. Organizational Development
6:00 – 8:00 p.m. CEO for Cities	2:00 – 5:00 p.m. Budget Work Group		4:30 – 5:30 p.m. Project Meeting	
	3:30 – 5:00 p.m. Review of Eastside Economic Analysis			

Week of May 28-June 1, 2007

Monday	Tuesday	Wednesday	Thursday	Friday
Holiday	8:30 – 9:30 a.m. Executive Team Meeting	7:30 – 9:30 a.m. Annual Real Estate Conference Presentation	8:30 – 10:30 a.m. PDC All Employee Staff Meeting	Vacation
	9:30 – 10:30 a.m. HR Meeting	1:00 – 3:00 p.m. Project Tour	10:30 – Noon HR Meeting	
	11:00 – Noon Director's Collaborative		Vacation	
	12:00 – 2:30 p.m. Executive Team Meeting			
	3:00 – 4:00 p.m. Meeting Prep			
	5:00 – 6:00 p.m. Warner/Commission Project Mtg			
	6:00 – 6:30 p.m. Warner/Chair 1:1			