

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

Week of August 27-31, 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
7:30 – 9:30 a.m. Project Meeting – External	8:30 – 9:00 a.m. Warner & Mayor's Staff	8:00 – 9:00 a.m. New Concept Transit Projects (Adam's)	7:30 – 10:30 a.m. Project Meeting – External	8:30 – 9:00 a.m. Warner/Staff 1:1
11:30 – Noon Personnel Issue	9:00 – 11:30 a.m. Director's Collaborative	9:30 – 10:00 a.m. Warner/Staff 1:1	10:45 – 11:45 a.m. Park Avenue Leadership Meeting	9:00 – 9:30 a.m. Warner/Staff 1:1
1:00 – 1:30 p.m. Homeownership Work Session	10:30 – 11:00 a.m. Project Meeting	10:30 – 11:00 a.m. Construction Wage	12:00 – 1:00 p.m. Warner/Staff 1:1	11:00 – 12:00 p.m. Executive Team Meeting Prep
2:00 – 3:00 p.m. Warner/Commissioner Sten 1:1		12:00 – 1:00 p.m. Warner/Mayor's Staff 1:1	1:00 – 2:00 p.m. HR Project Meeting	1:00 – 2:00 p.m. Warner/Chair Rosenbum 1:1
3:30 – 4:30 p.m. Warner/Commissioner Saltzman 1:1		1:00 – 1:30 p.m. Portland Streetcar Project	3:00 – 4:00 p.m. Warner & PPS Meeting	2:00 – 2:30 p.m. Employee Farewell
4:30 – 6:00 p.m. Strategic Planning		2:00 – 3:00 p.m. Development Staff Meeting	4:00 – 4:30 p.m. Warner/Staff 1:1	2:30 – 3:00 p.m. Project Meeting
5:30 – 7:30 p.m. Portland Milwaukie Light Rail Meeting		3:30 – 4:00 p.m. All Employee Staff Prep.		3:00 – 4:00 p.m. Warner/Staff 1:1
				4:00 – 5:00 p.m. Warner/Staff 1:1

Week of September 3-7, 2007

Monday	Tuesday	Wednesday	Thursday	Friday
Holida	9:30 – 11:30 a.m. Director's Collaborative Meeting	7:30 – 9:30 a.m. Project Meeting External	8:00 – 12:00 p.m. Inverge Conference	10:00 – 11:00 a.m. Project Meeting
	11:00 – 11:30 a.m. Project Meeting	8:30 – 9:00 a.m. Warner/Chair 1:1	12:00 – 12:30 p.m. Personnel Issue	11:00 – 11:30 a.m. Warner/Staff 1:1
	12:00 – 2:30 p.m. Executive Team Meeting	10:00 – 12:00 p.m. Monthly PDC Managers Meeting	5:00 – 6:00 p.m. PDX Vision Meeting	11:30 – 12:30 p.m. Warner/Staff 1:1
	3:00 -3:30 p.m. Warner/Chair Rosenbaum 1:1	12:30 – 1:00 p.m. Personnel Related	5:00 – 7:00 p.m. PDX Mall Info Ctr Reception	1:00 – 2:00 p.m. Dry Run Presentation
	4:00 – 5:00 p.m. Warner/HR Project	1:00 – 1:30 p.m. Warner/Staff 1:1		2:30 – 4:00 p.m. Project Tour – Meier & Frank Bldg
		1:30 – 2:30 p.m. Warner/Staff 1:1		
		3:45 – 4:00 p.m. Strategic Planning Prep		
		4:00 – 4:30 p.m. Warner/Mayor's Staff		

