

**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 26 – 30, 2009

Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 9:00 a.m. Commissioner Briefings	9:00 – 9:30 a.m. Warner/Staff 1:1	8:00 – 8:30 a.m. Warner/Staff 1:1	7:00 – 8:00 a.m. Warner/Commissioner Ferran Breakfast Meeting	8:30 – 9:00 a.m. Grant Warehouse Meeting
9:30 – 10:30 a.m. Commissioner Briefings	2:00 – 2:30 p.m. Warner Meeting with Ken Rust	8:30 – 10:00 a.m. PDC All Employee Staff Meeting	8:00 – 10:30 a.m. Commission Meeting	9:30 – 10:00 a.m. Four Steering Committee
10:30 – 11:30 a.m. Warner/Staff 1:1	3:00 – 3:30 p.m. Confidential Project	10:00 – 10:30 a.m. North District Partnership	12:30 – 5:00 p.m. Executive Team and Budget Preparation Meetings	1:00 – 2:00 p.m. Warner & Bureau of Planning & Sustainability 1:1
12:00 – 1:00 p.m. Warner/Commissioner Andrews Lunch Meeting		1:00 – 5:00 p.m. South Waterfront North District Partnership Meeting		2:30 – 3:30 p.m. Transition Meeting
1:30 – 2:00 p.m. Warner/Staff 1:1				
2:00 – 5:00 p.m. Executive Team Budget Review				
5:00 – 6:00 p.m. Warner/Staff 1:1 Budget Discussions				

Week of February 2 – 6, 2009

Monday	Tuesday	Wednesday	Thursday	Friday
9:30 – 10:30 a.m. PDC & Mayor Adam's Weekly Meeting	9:00 – 10:00 a.m. General Counsel Interview	7:30 – 9:30 a.m. Mayor's Economic Cabinet Kick Off Meeting	7:30 – 5:00 p.m. Legislative Meetings Salem, OR	8:30 – 9:30 a.m. Warner/Commissioner 1:1
11:00 – 11:30 a.m. Speech Preparation	10:00 – 11:00 a.m. General Counsel Interview	10:00 – 10:30 a.m. Warner/Commissioner Ferran		10:00 – 11:00 a.m. Latino Leadership class III
1:00 – 2:00 p.m. LRT Funding Committee Meeting	11:00 – 11:30 a.m. General Counsel Interview Debrief	2:00 – 5:00 p.m. Executive Team Meeting Budget Preparation		11:00 – 12:00 p.m. P&D Meeting
3:00 – 3:30 p.m. General Counsel Interview	12:00 – 4:00 p.m. PDC Executive Team Meeting			2:00 – 3:00 p.m. PDC & Commissioner Leonard Monthly 1:1
4:00 – 5:00 p.m. General Counsel Interview				