December 2011							
S	Μ	Т	V	Т	F	S	
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4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30	31	

Week of 12/5/11

	January 2012						
S	M	Т	W	Т	F	S	
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31					

Mon 12-5	Tue 12-6	Wed 12-7	Thu 12-8	Fri 12-9	Sat 12-10	Sun 12-11
8:30 AM - 10:00 AM -	8:30 AM - 9:30 AM -	8:30 AM - 10:00 AM -	8:30 AM - 10:30 AM -	8:30 AM - 1:00 PM -		
OFFICE TIME	OFFICE TIME	OFFICE TIME	OFFICE TIME	OFFICE TIME		
10:00 AM - 11:00 AM -	9:30 AM - 10:00 AM -	10:00 AM - 12:00 PM -	10:30 AM - 12:00 PM -	1:00 PM - 2:00 PM -		
MEET: Eric Peterson RE:	TRAVEL TIME	MEET: Director's Team	ATTEND: Planning &	MEET: Jody/ Greg/ Steve/		
Regular Check-In	loc: (Vehicle #2)	RE: Budget	Development Directors	David RE: Monthly		
loc: (Tom's Office)		loc: (PDOT - Conf, NW	meeting	Sellwood Bridge Check-In		
	10:00 AM - 12:00 PM -	Broadway, 9th flr.)	loc: (Portland Building,	loc: (Tom's Office)		
11:00 AM - 12:00 PM -	ATTEND: PBOT	10.00 014 1.00 014	5th Floor, Water Bureau,	2.00 DM 2.00 DM		
MEET: Paul and Rob RE: Budget Check-In	Management Team Meeting	12:00 PM - 1:00 PM - LUNCH	Bull Run Conference Room)	2:00 PM - 3:00 PM - OFFICE TIME		
loc: (Tom's Office)	loc: (Immaculate Heart-	LUNCH	ROOM)	OFFICE TIME		
loc. (Tolli's Office)	2910 N. Williams Ave)	1:00 PM - 2:00 PM -	12:00 PM - 1:00 PM -	3:00 PM - 3:30 PM -		
12:00 PM - 2:00 PM -	271011111111111111111111111111111111111	MEDIA: Sarah Mirk RE:	OFFICE TIME/ LUNCH	MEET: Dawn Jansen RE:		
OFFICE TIME/ LUNCH	12:00 PM - 12:30 PM -	Budget		HR Check-In		
	TRAVEL TIME	loc: (Tom's Office)	1:00 PM - 3:00 PM -	loc: (Tom's Office)		
2:00 PM - 3:00 PM -	40.00.01		ATTEND: Directors Work	0.00 014 4.00 014		
MEET: Catherine RE:	12:30 PM - 2:00 PM -	2:00 PM - 3:00 PM -	Session	3:30 PM - 4:30 PM -		
Weekly Check-In loc: (Tom's Office)	OFFICE TIME/ LUNCH	MEDIA: Beth Slovic RE: Budget	loc: (Broadway Room)	MEET: Greg/ Vicky/ Art/ Rick RE: Monthly		
loc. (Tolli's Office)	2:00 PM - 3:00 PM -	loc: (Tom's Office)	3:00 PM - 5:00 PM -	Streetcar Check-In		
3:00 PM - 5:00 PM -	MEET: Sam and		OFFICE TIME	loc: (Tom's Office)		
OFFICE TIME	Catherine RE:	3:00 PM - 4:00 PM -		, ,		
	Transportation Check-In	MEDIA: Jim Redden RE:	5:00 PM - 5:00 PM -	4:30 PM - 5:00 PM -		
5:00 PM - 5:00 PM -	loc: (Mayor's Office)	Budget	End of day review	OFFICE TIME		
End of day review	0.00 014 5.00 014	loc: (Tom's Office)		F.00 DNA - F.00 DNA		
	3:30 PM - 5:00 PM - ATTEND: PBOT Budget	4:00 PM - 5:00 PM -		5:00 PM - 5:00 PM - End of day review		
	Advisory Committee	OFFICE TIME		Life of day review		
	Meeting #2	OTTIGE TIME				
	loc: (PDOT - Conf, NW	5:00 PM - 5:00 PM -				
	Broadway, 9th flr.)	End of day review				
	5:00 PM - 5:00 PM -					
	End of day review					
	5:30 PM - 8:00 PM -					
	ATTEND/ ACCEPT					
	AWARD: WTS Winter					
	Event					
	loc: (Treasury Ballroom,					
	326 SW Broadway)					
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