Week of: 8/22/11

Mon 8-22	Tue 8-23	Wed 8-24	Thu 8-25	Fri 8-26	Sat 8-27	Sun 8-28
9:00 AM - 10:00 AM -	8:30 AM - 10:00 AM -	8:30 AM - 10:00 AM -	9:15 AM - 9:45 AM -	11:30 AM - 1:00 PM -		11:00 AM - 4:00 PM -
MEET: Mayor's Office RE:	OFFICE TIME	OFFICE TIME	MEET: Jamie J and Rob B	OFFICE TIME/ LUNCH		Sunday Parkways- SE
Check in			loc: (Tom's Office)			
loc: (Mayor's Office)	10:00 AM - 11:00 AM -	10:00 AM - 11:00 AM -		1:00 PM - 2:00 PM -		
	MEET: Christine Leon and	MEET: Dawn Jansen RE:	10:00 AM - 11:00 AM -	MEET: Peter Koonce RE:		
10:00 AM - 11:00 AM -	staff RE: Infill	HR Check-In	MEET: Steve Townsen/	Monthly Check-In		
MEET: Ron Geason RE:	loc: (Tom's Office)	loc: (Tom's Office)	Jamie W. RE: Weekly	loc: (Tom's Office)		
Weekly Check-In			Check-In			
loc: (Tom's Office)	11:00 AM - 11:30 AM -	11:00 AM - 11:30 AM -	loc: (Tom's Office)	2:00 PM - 3:00 PM -		
	OFFICE TIME	MEET: Sierra and		MEET: Jack Graham, CAO		
11:00 AM - 12:00 PM -		Maureen RE: Weekly	11:00 AM - 1:00 PM -	RE: Check-In		
MEET: Attorney's Office	11:40 AM - 12:00 PM -	Check-In	OFFICE TIME/ LUNCH	loc: (Tom's Office)		
RE: Complaint review	TRAVEL TIME	loc: (Tom's Office)				
loc: (Jenifer's Office (City			1:15 PM - 1:30 PM -	3:00 PM - 5:00 PM -		
Hall, Rm 430))	12:00 PM - 1:00 PM -	11:30 AM - 12:30 PM -	MEET: Lavinia, Maureen,	OFFICE TIME		
	TOUR: 33rd and Paradee	LUNCH: Lisa Libby	Jamie			
12:00 PM - 4:00 PM -	with Sam	loc: (Meet outside of City		5:00 PM - 5:00 PM -		
OFFICE TIME/ LUNCH		Hall on 5th Avenue side	1:30 PM - 2:30 PM -	End of day review		
	1:00 PM - 2:00 PM -	and go from there)	ATTEND: Directors Work			
4:00 PM - 5:00 PM -	OFFICE TIME		Session			
MEET: Suzanne and		12:30 PM - 2:00 PM -	loc: (Broadway Room)			
Shoshanah RE: Leaf	2:00 PM - 3:00 PM -	OFFICE TIME				
program	MEET: Anna Kanwit and		2:30 PM - 3:00 PM -			
loc: (Broadway Room)	Mark Greinke	2:00 PM - 3:00 PM -	MEET: Sam RE: Leaf Day			
	loc: (Anna's Office)	MEET: Suzanne/ Eric/	Briefing			
5:00 PM - 5:00 PM -		David/ Larry RE:	loc: (Mayor's Office)			
End of day review	3:00 PM - 5:00 PM -	Emergency Response				
	MEET: PBOT Director's	loc: (Tom's Office)	3:30 PM - 4:00 PM -			
	Team RE: Budget		TRAVEL TIME			
	loc: (PDOT - Conf, SE	3:00 PM - 4:00 PM -				
	Morrison, 9th flr.)	MEET: Greg Jones RE:	4:00 PM - 5:00 PM -			
		Weekly Check-In	MEET: Lloyd Lindley and			
	5:00 PM - 5:00 PM -	loc: (Tom's Office)	Rod Merrick RE: Viaduct			
	End of day review		tour			
		4:00 PM - 5:00 PM -	loc: (Meet up on the east			
		OFFICE TIME	side of the viaduct at the			
			corner of SE 6th And SE			
		5:00 PM - 5:00 PM -	Division Place, near the			
		End of day review	south pylon by Darigold)			