

**Bureau of Development Services Director Paul Scarlett's Calendar**

**Week of June 23 – 29, 2008**

| Monday  | Tuesday   | Wednesday  | Thursday  | Friday  |
|---|---|--|---|---|
| 9:30 – 10:30<br>Administrative Services<br>Manager and Residential<br>Inspections Manager | 8:30 – 9:00<br>Executive Assistant  | 9:00 – 9:30<br>City Attorney                                   | 8:30 – 9:00<br>Doughnuts for Diversity  | 8:30 – 9:30<br>HR Issue                           |
| 10:30 – 11:00<br>Compliance Services<br>Manager   | 9:00 – 10:00<br>BDS LMC Subcommittee  | 10:15 – 11:15<br>Plan Review & Permitting<br>Services Manager  | 9:00 – 9:30<br>Customer Service<br>Manager  | 11:00 – 1:30<br>Site Visit with Property<br>Owner |
| 2:30 – 3:00<br>Executive Assistant  | 10:00 – 11:30<br>Senior Managers  | 11:15 – 11:30<br>HR Issue                                      | 9:30 – 10:00<br>Neighborhood Inspections<br>Manager   |   |
|   | 11:30 – 1:00<br>Industry Council  | Noon – 1:00<br>Engineering Tech III Job<br>Information Session | Noon – 1:00<br>Commercial Inspection<br>Manager Job Information<br>Session  |   |
|   | 2:00 – 3:00<br>Plan Review & Permitting<br>Services, Commercial<br>Inspections, & Residential<br>Inspections Managers | 2:00 – 3:00<br>Administrative Services<br>Manager              | 2:00 – 3:00<br>Finance Staff and City<br>Auditor's Staff  |   |
|   | 3:00 – 4:00<br>BDS Ice Cream Social   | 3:00 – 4:00<br>Employee Retirement                             | 3:00 – 3:30<br>Administrative Services<br>Manager and City<br>Auditor's Staff<br>4:00 – 5:00<br>Executive Assistant |   |