

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

**Week of August 17 – 23, 2009**

| Monday  | Tuesday  | Wednesday  | Thursday   | Friday   |
|---|--|--|--|----------|
| 9:30 – 10:30<br>City Attorney and Labor Relations | 8:30 – 10:00<br>Chat with the Director                   | 9:30 – 10:00<br>City Council   | 9:30 – 9:50<br>Administrative Services Manager, Restructuring Lead, & Finance Manager                                  | Furlough |
| 10:30 – 11:00<br>Executive Assistant              | 10:00 – Noon<br>Senior Mangers                           | 10:30 – 11:30<br>Plan Review & Permitting Services Manager                     | 10:00 – 11:00<br>Commissioner of Public Safety, Administrative Services Manager, Restructuring Lead, & Finance Manager |          |
| 11:00 – Noon<br>Principal Planner                 | 2:00 – 2:30<br>Plan Review & Permitting Services Manager | 11:30 – Noon<br>Trade Permit/Resource Records staff                            | 2:00 – 3:00<br>Building Officials  |          |
| 2:30 – 3:00<br>NIT Manager                        | 2:30 – 3:30<br>LMC Subcommittee                          | 1:00 – 1:45<br>Commissioner of Public Safety and Development Customer          | 3:00 – 4:00<br>Executive Assistant   |          |
| 4:30 – 5:30<br>Collocation Lead                   | 3:30 – 4:00<br>Union Representative                      | 2:00 – 3:30<br>Leadership Team   |  |          |
|   |  | 3:30 – 4:00<br>Employee Departure  |  |          |
|   |  | 4:00 – 4:30<br>Administrative Services Manager and Inspection Services Manager |  |          |
|   |  |  |  |          |