

Bureau of Development Services Director Paul Scarlett's Calendar

Week of December 15– 21, 2014

Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 9:30 BDS Bureauwide event	8:30-9:30 Executive Assistant	8:00-5:00 Out	8:00-9:30 Development Review Advisory Committee	2:30-3:00 Administrative Support Manager, LUS staff
2:15-3:15 Administrative Services Manager	9:30-10:30 Building Officials		10:30-11:30 Executive Assistant	3:00-3:30 Inspection Services Manager, FPP/FIR Managers
3:15-3:45 Code & Policy Analyst	10:30 – noon Leadership Team		11:30-12:00 Equity & Inclusion Manager, Administrative Services Manager, Citywide Equity Representatives	3:30-4:30 Equity & Inclusion Manager
	12:30 – 1:40 Plan Review & Permitting Services Manager, Development Customer		12:00-1:30 Employee departure	6:30-9:30 Mayor, Bureau Directors
	2:00-2:30 Parks Director, Tree Code staff, Urban Forestry staff			
	3:00-4:30 OMF Advisory Committee			