

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

**Week of April 20 – April 26, 2015**

Monday	Tuesday	Wednesday	Thursday	Friday
8:30 – 9:30 Doughnuts for Diversity	8:45 – 9:00 Plan Review & Permitting Services Manager, Senior Structural Engineer	8:30 – 9:15 ITAP Manager, ITAP Vendor Executives (via phone)	8 :30 – 9:00 Kids at Work Day Welcome	8:45 – 9:00 Residential Manager, New Employee
10:30 – 11:00 Commissioner of Public Utilities, ITAP Manager	9:30 – 11:30 Budget Worksession	10:00 – 11:30 City Council	9:00 – 10:00 LMC Subcommittee	9:00 – 10:00 Executive Assistant
11:00 – 11:30 Commissioner of Public Utilities, LUS staff	11:20 – 11:40 Commissioner of Public Utilities		10:00 – 10:30 Reference Check (via phone)	10:00 – 10:30 Customer Service & Communications Manager
2:15 – 3:15 Administrative Services Manager	1:30 – 2:00 Administrative Services Manager, Customer Service & Communications Manager		10:30 – 11:30 BDS Leadership Team	10:30 – 11:00 Oregonian Reporter
	2:00 – 2:15 LUS Manager		12:00 – 12:15 Senior Planner	11:00 – 12:00 Plan Review & Permitting Services Manager
	2:15 – 3:00 Executive Assistant		2:30 – 3:00 PSSRP Manager, Administrative Services Manager, ITAP Manager	2:30 – 2:45 Residential Inspections Manager