

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

**Week of October 26 – November 1, 2015**

Monday	Tuesday	Wednesday	Thursday	Friday
9:00 – 10:00 LMC Subcommittee	9:00 – 9:45 HR Issue	10:00 – 11:00 City Council	9:00 – 10:00 Executive Assistant	8:30 – 11:30 Inspector Ride-along
10:00 – 11:00 Executive Assistant	10:30 – noon Senior Managers	2:00 – 3:00 Inspections Services Manager	10:00 – 10:30 HR Issue	11:50 – 12:05 Administrative Services Manager, Finance Manager
11:00 – noon BPS Director and staff, Principal Planner	1:30 – 3:00 Administrative Services Manager	3:00 – 3:45 Administrative Services Manager, LMC Co-chair	10:30 – 11:00 Administrative Services Manager, Finance Manager, Administrative Support staff, Training & Workforce Development staff	12:05 – 12:45 Administrative Services Manager, Inspection Services Manager
2:30 – 3:00 ITAP Manager	3:00 – 3:30 ITAP City Executives		11:00 – 11:40 Commissioner of Public Affairs	1:30 – 2:30 Plan Review & Permitting Services Manager, Constituent
			11:40 – noon Commissioner of Public Affairs, Land Use Manager & staff	2:30 – 3:00 Plan Review & Permitting Services Manager, Plan Review Manager
			Noon – 1:30 BDS Budget Advisory Committee	3:30 – 4:00 Customer Service & Communications Manager
			2:30 – 2:45 Plan Review Manager, New employee	
			3:00 – 4:00 BIBS Director & staff, Administrative Services Manager & staff, Land Use Services Manager	