

# January 2018

January 2018							February 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28			

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Dec 31	Jan 1, 18	2 9:00am Leadership 10:30am Susan / Julia 11:10am Susan / Andria 12:00pm Michael 1:00pm Susan/Joe 3:30pm BPS Check-In	3 10:00am Mayor Staff / 11:00am Susan & Clean 12:00pm Susan / Jill 1:00pm Franchise review 2:00pm BPS / BDS 3:00pm PSC Officer	4 9:15am Susan / julie o 10:00am Susan + Res 11:00am travel 11:30am Bureau 1:00pm Touch Base: 1:30pm budget	5 10:00am PWB Interview w/ Susan Anderson, 11:00am Susan + Finance/HR team 1:30pm TW 1:1 w/Susan Anderson (Nathan)	6
7	8 10:00am Mayor Staff / BPS Leadership (BPS) 11:00am Susan / Joe check-in (Susan's) 1:00pm Susan / Julia 2:00pm Susan / julie o	9 9:00am Leadership Team (Exec Conf) 11:10am Susan / Michele check-in 12:30pm Planning and 4:00pm	10 1:00pm pre-BAC check-in (Susan's) 1:30pm Susan / Alisa 3:10pm Susan / Jill 4:00pm Susan/Kevin 5:00pm Invitation: C40	11 8:30am BPS BAC mtg #2 (7A) - Ocken, Julie 10:30am Planning & Development 12:00pm Andria D	12 vacation	13
14	15 vacation 8:00am Martin Luther King Day - Gaskin, NaTasha	16 9:00am Leadership Team (Exec Conf Room) - Anderson, Susan	17 10:00am Mayor Staff / 11:00am Susan / Julia 11:40am Susan / Jill 1:00pm Invitation: Susan 3:00pm Broadway 4:00pm BPS/Prosper	18 7:45am Portland Legislative Delegation Breakfast (Rose 10:00am Think out loud 2:00pm Hearing on CC2035 amendments	19 9:30am Susan / Joe check-in (Susan's) 11:00am Susan / Andria 12:00pm 18-19 budget 1:30pm Susan, Brandon, 3:00pm Susan and	20
21	22 9:15am Mayor Staff / 11:00am Susan / Joe 1:00pm Susan / Julia 2:00pm Susan / julie o 3:00pm Updating City's 3:30pm Susan / Alisa	23 9:00am Leadership Team (Exec Conf) 11:10am Susan / 12:00pm Ron / Susan 12:30pm Management 11:15pm Budget	24 9:00am BAC mtg #3 (7A) - Ocken, Julie 1:45pm Susan / Jill check-in (7F) - Anderson, Susan	25 9:15am Susan / Christine check-in re: air quality 10:00am renewable 1:00pm FW: Executive 2:30pm SA / 4:00pm Susan + Code	26 11:00am Check In w/ Susan Anderson (Shannon's Office) - 1:00pm Susan / Fletcher check-in (BPS Exec Conference Room) -	27
28	29 9:30am Susan + Urban Design Studio team 11:00am Susan / Joe check-in (Susan's) 1:00pm Susan / Julia 2:00pm Susan / julie o	30 9:00am Leadership Team (Exec Conf Room) - Anderson, 10:30pm Ben Walters retirement (City Hall Atrium + after 5)	31 12:00am Ben Walters retirement (City Hall 10:00am Mayor Staff / BPS Leadership (BPS 12:00pm Susan / Jill 5:30pm WOMen in	Feb 1	2	3

# February 2018

February 2018							March 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3					1	2	3
4	5	6	7	8	9	10	4	5	6	7	8	9	10
11	12	13	14	15	16	17	11	12	13	14	15	16	17
18	19	20	21	22	23	24	18	19	20	21	22	23	24
25	26	27	28				25	26	27	28	29	30	31

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jan 28	29	30	31	Feb 1 11:30am Bureau Directors Meeting (Lovejoy Room, City Hall) - Rinehart, Tom	2 vacation	3
4	5 9:00am quick chat on 11:00am Susan / Joe 1:00pm Susan / Julia 2:00pm Susan / Michele 2:30pm Susan + Tech 3:30pm FW: Phone Call	6 9:00am Leadership 10:30am Susan & Comp 11:30am Susan / Alisa 1:30pm Fritz / Susan 2:00pm Susan / julie o 2:30pm BPS/PBOT	7 10:00am Mayor Staff / 11:00am Susan + 12:00pm DOZA Check-in 1:00pm FW: meeting w/ 2:10pm Susan / Jill 3:00pm BHR Quarterly	8 10:30am P&D Directors Meeting (Steel Room, 12:00pm Brownbag: 1:00pm Susan / Jessica 2:00pm Susan + SWR 6:30pm Linda Meng	9	10
11	12 vacation	13 6:00am Invitation: C40 webinars - Austin Community Climate 9:00am Leadership Team (Exec Conf)	14 10:00am Mayor Staff / BPS Leadership (BPS Exec Conference Room) - Anderson, Susan	15 vacation	16	17
18 vacation	19 8:00am Presidents' Day - Gaskin, NaTasha	20 9:00am Leadership 10:45am CAO Check-In 11:10am Susan / 12:00pm Updated 1:30pm TW 1:1 w/Susan 3:00pm Susan / Mike	21 9:00am Susan / Jill 9:30am Susan / julie o 2:00pm Bureau of 3:00pm Susan / Julia 4:00pm BPS/Prosper 5:15pm Susan / Maurice	22 10:00am Listening Session 2.0 (Market 1:00pm Susan / Alisa check-in (Susan's 3:30pm BPS / PHB check-in (PHB: St	23 10:30am sign timesheets 11:00am Check-in: Feb 11:30am Susan / Jessica 12:30pm Susan / Joe 2:00pm Portland Plan @ 2:30pm Andres phone	24
25	26 9:00am Mayor 9:30am Regional 11:00am Susan / Joe 1:00pm Susan + River & 2:00pm Susan / julie o 2:15pm check in (yoru	27 9:00am Leadership 10:30am 12:30pm SA / 2:00pm Smart Cities 3:00pm Susan & SAW 5:00pm Planning and	28 9:00am Invitation: 10:00am Mayor Staff / 11:00am Invitation: 12:00pm Invitation: 1:00pm Julia's review 3:00pm Susan / Andria	Mar 1	2	3

# March 2018

March 2018							April 2018						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30					

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Feb 25	26	27	28	Mar 1 11:30am Bureau 12:30pm PSC officer 2:00pm Susan / Alisa 2:30pm Susan / Jill 3:30pm SW Corridor 4:00pm Portland Plan	2 10:00am Invitation: Coffee-Susan 11:00am year-end GF 11:30am Phil W 12:30pm LUNCH: Leah 2:30pm Amanda potter	3
4	5 10:00am VIE check-in 10:30am confirm 11:00am Susan / Joe 1:00pm Susan / Julia 2:00pm Susan / julie o 2:30pm Susan / Jessica	6 9:00am Leadership Team (Exec Conf) 10:30am Susan / Leslie 11:00am Susan / Jessica 11:30am Marmstrong 5:00pm Jackie D	7 10:00am Mayor Staff / BPS Leadership 11:10am Susan / Alisa check-in (Susan's) 12:00pm Susan / Jill 2:00pm CC2035 Vote on	8 10:00am Poop to Power Media fueling station media announcement 10:30am P&D Directors Meeting (Steel Room,) 12:00pm out	9	10
11	12 8:00am vacation 5:00pm 1:30pm Kevin / Susan check-in re: OCT (by phone) - Anderson, 2:00pm Susan + Jill + Bruce: franchise	13	14 10:00am Mayor Staff / 11:00am OCT follow up 11:30am Introductory 12:00pm Susan / Joe 2:00pm FW: City Council 2:10pm Susan / Jill	15 11:00am PP measures and mapping budget 12:30pm PSC Officer Briefing (BPS Conf) 2:00pm Susan / Andria 2:30pm Susan / julie	16 9:30am Interrupting Microaggressions Training (World Trade) 2:30pm Susan / Andrea check-in (Barista Coffee 529 SW 3rd)	17
18	19 10:00am Discussing 11:00am Susan / Joe 12:30pm Budget Work 1:00pm BPS Budget 2:00pm Susan / julie o 2:30pm Susan / Julia	20 9:00am Leadership 11:00am CAO next steps 12:00pm BPS 12:00pm Updated 2:00pm TESC Meeting 3:00pm Susan / Mike	21 10:00am Mayor Staff / BPS Leadership (BPS) 11:10am Susan / Alisa check-in (Susan's) 2:10pm Susan / Jill 3:00pm FW: Code	22 9:00am Susan / Jessica check-in (Susan's office) - Anderson, 2:00pm Council session on CC2035 (City Hall) - Edmunds, Sallie	23 10:00am BPS/Prosper Portland Monthly Check-In (City Hall - 11:00am FW: Chiefs of Staff-Amanda 12:30pm Andria	24
25	26 10:00am NRDC (NRDC to call Susan at 11:00am Susan / Joe 1:00pm Susan / Julia 3:00pm Susan / julie o 4:00pm Lents Floodplain	27 9:00am Leadership Team (Exec Conf) 11:10am Susan / Andria check-in (Susan's) 1:00pm hold for 5:00pm Planning and	28 10:00am Mayor Staff / BPS Leadership (BPS) 11:00am Michele/Susan Check-in - Crim, 1:00pm Vinh / Alisa (BPS) 2:00pm Susan / Jill	29 10:00am C40 Networks 2018: Overview and 11:30am Kat and Susan 12:30pm PSC officer 3:00pm Climate Corps 3:45pm Thad / Susan	30 9:00am PHONE: Susan Anderson, BPS 10:00am Check in - Thompson, Julia 2:00pm peci - John P. 3:30pm Auditors office	31