

~ July 2017 ~

Mon	Tue	Wed	Thu	Fri
<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
1:30p-2:30p Meeting w/ Chief Procurement Officer	Holiday!	10a-11a Green Bond Conference Call 3p-4p Meeting w/ Controller		8a-9a Levee Ready Columbia LRC Governance Options Discussion
<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>
1:30p-2:30p Meeting w/ Chief Procurement Officer	9:30a-10a Ratepayer litigation meeting 11:30a-12p Portland Building Renovation Project: Project Planning 1p-2p Meeting w/ Revenue Division Director 3p-4:30p OMF Advisory Committee with workgroup staff)	10:30a-12p Governance Subcommittee Standing Bi-Weekly Meeting 12p-1p Invitation: Levee Ready Columbia (LRC) Admin Subcommittee 1p-1:30p Portland Building project capitalization 1:30p-2:30p Bureau of Revenue and Financial Services (BRFS) Division Managers Meeting 3p-4p Meeting w/ Controller	10:30a-11:30a Meeting w/ Director of Expo Center	8:30a-9a Meeting w/ Chief Administrative Officer (CAO)
<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>
10a-10:30a Hydropower 1:30p-2:30p Meeting w/ Chief Procurement Officer 4p-4:50p Office of Management and Finance (OMF) Check in with Mayor's Chief of Staff	9a-10:30a Leadership Team Meeting 10:30a-11:30a Meeting w/ City Treasurer 11:30a-12p Portland Building Renovation Project: Project Planning 1:30p-2p Meeting w/ Revenue Division Director 2p-3p Technology Executive Steering Committee (TESC) Meeting 3p-4p Hydro Project	12p-1p Office of Management & Finance (OMF) Speaker Series - Executive Director of Oregon Humanities 3p-4p Meeting w/ Controller	9a-10a Office of Management and Finance (OMF) Labor Management Committee 10a-10:30a Funding Review - Initial Analysis Review 2p-3p City Council Signature Authority 3p-5p Unreinforced Masonry Policy Committee (URM) Meeting	8:45a-9a Meeting w/ Chief Administrative Officer (CAO) 10:15a-10:45a Monthly Meeting w/ Commissioner 12p-1p Office of Management & Finance (OMF) General Information Session

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Mon	Tue	Wed	Thu	Fri
<p><b>24</b></p> <p>1:30p-2:30p Meeting w/ Chief Procurement Officer</p>	<p><b>25</b></p> <p>10:30a-11:30a Meeting w/ City Treasurer</p> <p>11:30a-12p Portland Building Renovation Project: Project Planning</p> <p>1p-2p Meeting w/ Revenue Division Director</p> <p>2p-3p Meeting w/ Debt Manager</p> <p>3p-3:45p Audit Planning w/ Jim Lanzarotta</p>	<p><b>26</b></p> <p>9a-9:30a Portland Hydro Project Council work session prep meeting</p> <p>10:30a-12p Invitation: Levee Ready Columbia (LRC) Governance Subcommittee</p> <p>1:30p-2:30p Bureau of Revenue &amp; Financial Services (BRFS) Managers Meeting</p> <p>3p-4p Meeting w/ Controller</p>	<p><b>27</b></p> <p>8:30a-9:30a Discuss Hydro Evaluation</p> <p>9:30a-10:30a Briefing on Bond SAG process</p> <p>11a-12p Office of Management and Finance (OMF) Funding Review Project Update</p>	<p><b>28</b></p>
<p><b>31</b></p> <p>9a-10:30a Leadership Team Meeting</p> <p>11a-12p Monthly Mtg. w/ Executive Director, Prosper Portland</p> <p>11:30a-12p Office of Management and Finance (OMF) Check in with Mayor's Chief of Staff</p> <p>1p-1:30p Meeting w/ Chief Procurement Officer</p> <p>2p-2:30p Discuss Portland General Electric (PGE) power sales agreement</p>	<p><b>Notes:</b></p>			

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Mon	Tue	Wed	Thu	Fri
	<b>1</b> 9:30a-11:30a Build Portland Work Session 11:30a-12p Portland Building Renovation Project: Project Planning 12p-1p Hydro Presentation 3p-4p Legislative Debrief (OMF and OGR)	<b>2</b> 11a-12p Meeting w/ Controller, Accounting Division 1:30p-3p Meeting with Prosper Portland Zidell Representatives re: Zidell Yards	<b>3</b> 8a-8:30a Chief Administrative Officer, Office of Management & Finance 11:30a-1p Bureau Directors Meeting 2:30p-3p Discuss Hydro Presentation	<b>4</b> 9:30a-11:30a The Oregon Convention Center (OCC) Groundbreaking 1p-1:30p Office of Management and Finance Chief Administrative Officer Meeting w/ Commissioner Saltzman 2:15p-3:15p MEET: Hydro Work Session Prep
<b>7</b> 10a-12p The Prime Contractor Development Program (PCDP) - Strategic Planning Meeting 1:30p-2:30p Purchasing Manager, Procurement Services Check in 3p-4p Hydro prep 4p-4:50p Office of Management & Finance (OMF) Check in with Mayor's Chief of Staff	<b>8</b> 9:30a-11:30a Council Work Session: Hydroelectric Project Agreements 11:30a-12p Portland Building Renovation Project: Project Planning 2:30p-3p Coffee with Piper Jaffray re: Convention Center Hotel	<b>9</b> 12p-1p Levee Ready Columbia (LRC) Admin Sub-committee 12p-1p Office of Management and Finance Chief Administrative Officer(OMF) Speaker Series: <b>President of PMI Portland Chapter</b> 1:30p-2:30p Office of Management and Finance Bureau of Revenue and Financial Services (BRFS) 3p-4p Controller, Accounting Division	<b>10</b>	<b>11</b> 9a-9:30a Meeting w/ Chief Administrative Officer, Office of Management & Finance

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Mon	Tue	Wed	Thu	Fri
<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>
11a-11:30a Office of Management & Finance (OMF) Check in with Mayor's Chief of Staff	9a-10:30a Leadership Team Meeting	10:30a-11:30a Council Time Certain on Hydro	11a-11:30a Meeting w/ Contractor Dev Program Coordinator, Procurement Services to discuss upcoming Outreach Events	10a-10:30a Revenue & Financial Services Director, OMF (monthly) Meeting w/ Commissioner Fish
11a-12p RE: AP12 Final & Fall BMP	11:30a-12p Portland Building Renovation Project: Project Planning	3p-4p Meeting w/ Controller, Accounting Division		10:30a-11a Revenue & Financial Services Director, OMF (monthly) Meeting w/ Commissioner Fritz
12p-2p Risk Assessment Working Group Kick-off Meeting	2p-3p Technology Executive Steering Committee (TESC) Meeting	4p-4:30p Housing Project		
2:30p-3p Meeting w/ Purchasing Manager, Procurement Services Check in				
3p-4p Meeting w/ Financial Principal, Analyst, Grants Management				

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Mon	Tue	Wed	Thu	Fri
<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>
1:30p-2:30p Purchasing Manager, Procurement Services Check in	10a-11a Strategic Plan Managers Meeting	0:30a-12p Levee Ready Columbia (LRC) Governance 12p-1p Office of Management and Finance (OMF) Speaker Series: <b>Chief Financial Officer of Port of Portland</b>	1p-3p The Prime Contractor Development Program (PCDP) - Strategic Planning Meeting	8:30a-9a Meeting w/ Chief Administrative Officer, Office of Management & Finance
	11:30a-12p Portland Building Renovation Project: Project Planning	12p-1p Levee Ready Columbia (LRC) Admin Subcommittee		10a-11a Comprehensive Annual Financial Report (CAFR) 120 Initiative
	3p-4:30p PERS Meeting	1:30p-2:30p Bureau of Revenue and Financial Services (BRFS) Managers Meeting		1p-2p Monthly Meeting w/ Prosper Portland Executive Director
		2:30p-4p Bureau of Revenue and Financial Services (BRFS) Critical Infrastructure & Time-to-Recovery Interview		
		3p-4p Meeting w/ Controller, Accounting Division		
		5:30p-8p August 23, 2017 City of Portland - Minority Evaluator Program Appreciation Event		

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Mon	Tue	Wed	Thu	Fri
<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>	<b>Notes:</b>
9:15a-9:45a Office of Management & Finance (OMF) Budget Note on Funding Models	9a-9:30a Check in w/ Sr, Business Operations Manager	7:30a-5:30p Government Finance Officers Association (GFOA) Meeting		
10a-11a Leadership Team Meeting	9:30a-11a Build Portland Work Session	9:30a-11:30a Council Time Certain on City Audits		
1:30p-2:30p Purchasing Manager, Procurement Services Check in	11:30a-12p Portland Building Renovation Project: Project Planning	1p-1:30p Meeting w/ City Treasurer		
3p-4p Principal Financial Analyst, Grants Management	1p-2p Meeting w/ Revenue Bureau Director, Office of Management & Finance (OMF) Revenue Bureau	2p-2:30p Meeting w/ Controller, Accounting Division		
	1:30p-1:45p Mayor Wheeler Meeting with City Attorneys			
	2p-3p Meeting w/ Debt Manager, Debt Management Division			
	3p-4:30p Office of Management and Finance (OMF) Advisory Committee (with workgroup staff)			

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<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
1:30p-2:30p Meeting w/ Chief Procurement Officer	8:30a-10:30a PCDP Strategic Planning Meeting	10:30a-12p Governance Subcommittee Standing Bi-Weekly Meeting	8:30a-9a Major Projects Work Session Presentation Prep	10a-11a Meeting w/ Controller
4p-4:50p Office of Management & Finance (OMF) Check in with Mayor's Chief of Staff	11a-12p Meet with CEO & Founder of Zapproved	12p-1p Office of Management and Finance (OMF) Speaker Series: <b>Director of IRCO/Africa House</b>	11:30a-1p Bureau Directors Meeting	1p-2p Further Discussion - Temp Space Leases
	1p Meeting w/ Office of Management and Finance (OMF) Revenue & Financial Services Director	Meeting w/ City Treasurer	1:15p-2:15p Portland Development Commission (PDC) Obligation - 10th and Yamhill	2p-2:30p Meeting w/ Office of Management and Finance (OMF) Chief of Staff
	2p-3p Meeting w/ Debt Manager			
<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>
8:30a-9a Meeting w/ Technology Services Bureau Business Rep	9:30a-11:30a Major City Projects Meeting	8a-9a Coffee/check in w/ Principal Management Analyst	9a-10a Zidell Yards Meeting	9:30a-10:30a Bureau Revenue & Financial Services (BRFS) Recruitment
9a-10:30a Leadership Team Meeting	3p-4:30p Office of Management and Finance (OMF) Advisory Committee - series	10:30a-11:30a Levee Ready Meeting (LR)		10:30a-11a Meeting w/ Commissioner Fritz
11a-12p Zidell Yards Proposal Review - Prosper Portland		10:30a-12p Levee Ready Committee (LRC) Governance Subcommittee		11a-12p Bureau Revenue & Financial Services (BRFS) Recruitment Meeting
1:30p-2:30p Meeting w/ Chief Procurement Officer		1p-1:30p Preparation for 9/18 Legislative Panel Presentation		2p-3p Municipal Bonding Authority for Affordable Housing
3p-4p Meeting w/ Principal Financial Analyst		1:30p-2:30p Bureau Revenue & Financial Services (BRFS) Division Managers		
4p-4:50p Office of Management and Finance (OMF) Check in with Mayor's Chief of Staff		3p-4p Meeting w/ Controller		

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18	19	20	21	22
8:30a-1p Levee Ready Columbia (LRC) Governance Workshop	8a-1p Legislative Meeting in Salem	8:30a-9:30a Go over Portland Building cash funding analysis	9a-10a Office of Management and Finance (OMF) Labor Management Committee Meeting	8:30a-9a Meeting w/ Office of Management and Finance (OMF) Chief Financial Officer
11p-1:30p Housing bond implementation plan	10:30a-11a Office of Management and Finance (OMF) Check in w/ Mayor's Chief of Staff	11a-12p Municipal Bond Authority w/House Speaker's Staff, et al.	10:30a-11a Meeting w/ Debt Manager	1p-2p Discuss Prosper Portland's Draft Long-Term Business Plan
2:30p-3p Meeting w/ Chief Procurement Officer	Meeting w/ Office of Management and Finance (OMF) Chief Financial Officer	12p-1p Office of Management and Finance (OMF) Speaker Series: Multnomah County Circuit Court Judge Adrienne Nelson		
	2p-3p Technology Executive Steering Committee (TESC) Meeting	1:30p-2p AR Bon Voyage Celebration		
	3p-4p Meeting w/- Sr. Strategic Accounts Director – Oracle Corporation	2p-2:30p Meeting w/ City Treasurer		
		2:30p-3p Re: SEC Information Re: Implementation of the CEO Tax		
		3p-4p Meeting w/ Controller		



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Mon	Tue	Wed	Thu	Fri
25	26	27	28	29
9:30a-10a Banfield Corporate Headquarters Meeting	8:30a-12:30p 2nd Annual PCDP Review Committee Meeting	9:30a-10:30a All Staff Meeting	9:30a-10a Fair Contracting Forum	8a-8:15a Meeting w/ Office of Management and Finance (OMF) Chief Financial Officer
1:30p-2:30p Meeting w/ Chief Procurement Officer	9a-10:30a Leadership Team Meeting	10:30a-12p Levee Ready Columbia (LRC) Governance Meeting	10:30a-11a Meeting w/ Controller	11a-12p Critical path discussion / diagram
3p-4p Meeting w/ Principal Financial Analyst	10:30a-11:30a Meeting w/ City Treasurer	12p-1p Updated invitation: Levee Ready Columbia (LRC) Admin Subcommittee	12p-1:30p September 28, 2017 Business Diversity Institute Minority Enterprise Development(MED) Week - "We Are Better Together" - Guest List	
4p-4:50p Office of Management and Finance (OMF) Check in with Mayor's Chief of Staff	11:30a-12p Portland Building Renovation Project: Project Planning	1:30p-2:30p Bureau of Revenue and Financial Services (BRFS)		
	Office of Management and Finance (OMF) Revenue & Financial Services Director	3p-4p Meeting re: Mtg Offer w/ Chief Procurement Officer, Procurement Supervisor and Housing Director		
	2p-3p Meeting w/ Debt Manager			