

# December 16, 2019 - December 22, 2019

December 2019						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2020						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## Monday, December 16

- 8:30am - 9:00am Travel to SWC Committee
- 9:00am - 10:30am SW Corridor Steering Committee (City of Tigard Town Hall, 13125 SW Hall Blvd., Tigard) - Kelsey, Douglas
- 10:30am - 11:00am Travel back to office
- 11:00am - 11:30am Claire check-in - Eudaly, Chloe
- 11:30am - 12:00pm MEET: Bi-weekly, Chris Warner, Portland Bureau of Transportation (Office of Commissioner Eudaly, 1221 SW
- 12:00pm - 1:00pm LUNCH ☺
- 12:00pm - 1:00pm Weekly Staff Meeting LUNCH (Office of
- 1:00pm - 1:30pm Weekly Meeting: Marshall Runkel, Chief of Staff
- 1:30pm - 2:00pm TRAVEL TO AHFE (Multnomah Building, 501 SE
- 2:00pm - 4:00pm DESK TIME
- 4:00pm - 4:30pm TRAVEL TIME
- 4:30pm - 6:30pm Invitation: AHFE Holiday Party @ Mon Dec 16,

## Tuesday, December 17

- 9:30am - 10:30am DESK TIME
- 10:45am - 11:15am MEET: Commissioner Eudaly (Kristin) (Mayor's Conference Room) - Wheeler, Ted
- 11:30am - 12:00pm Portland Bureau of Transportation Briefings (Office of Commissioner Eudaly, 1221 SW 4th Ave, STE 210, Conference
- 12:00pm - 1:00pm LUNCH ☺
- 12:30pm - 1:00pm Staff Interviews (Conf, Commissioner Eudaly) - Eudaly, Chloe
- 1:00pm - 1:45pm MEET: Portland Bureau of Transportation / Commissioner Eudaly RE Prep for 12/18 Transportation Funding
- 2:00pm - 3:30pm DESK TIME
- 3:30pm - 4:00pm Council Prep (Office of Commissioner Eudaly, 1221 SW 4th Avenue Suite 210 - Conference Room) - Eudaly, Chloe ☺
- 3:45pm - 4:15pm Weekly Communications Check-in, Marquax
- 4:30pm - 5:00pm Winta Policy Prep - Eudaly, Chloe

## Wednesday, December 18

- NEWSLETTER: Content Due to Marquax - Eudaly, Chloe
- 9:30am - 1:30pm City Council Meeting (Council Chambers) - Eudaly, Chloe ☺
- 1:00pm - 2:00pm Team Lunch! (Conf, Commissioner Eudaly) - Eudaly, Chloe ☺
- 1:30pm - 2:00pm Post Council De-Brief - Eudaly, Chloe ☺
- 2:00pm - 4:30pm City Council Meeting (Council Chambers) - Eudaly, Chloe ☺
- 4:30pm - 5:00pm Post Council De-Brief (Office of Commissioner Eudaly, 1221 SW 4th Ave, STE 210) - Eudaly, Chloe ☺
- 5:00pm - 5:30pm Travel to Transportation Funding Task Force - Eudaly, Chloe
- 5:30pm - 8:30pm Transportation Funding Task Force -- Recurring appointment June 2019 to May 2020 (Clackamas Community College (Harmony Campus) | 7738 SE Harmony Road, community

## Thursday, December 19

- 9:30am - 11:30am WORK SESSION: Prior Year Performance Report and Budget Kick-off - Eudaly, Chloe
- 11:30am - 12:15pm LUNCH ☺
- 12:15pm - 1:00pm Suk's Annual Review (Eudaly's Office) - Eudaly, Chloe
- 1:00pm - 2:00pm Send Stephanie \$\$ for Hedwig ticket
- 1:00pm - 1:30pm BREAK
- 1:30pm - 2:00pm Private Appointment ☺
- 1:30pm - 2:00pm Private Appointment ☺
- 2:00pm - 5:00pm City Council Meeting (Council Chambers) ☺
- 5:00pm - 6:00pm OGR Winter Open House (Portland City Hall, Suite 410)

## Friday, December 20

- COMMISSIONER UNA AVAILABLE
- 3:00pm - 3:30pm Travel to Office
- 3:30pm - 4:00pm Meet with Winta - Eudaly, Chloe

## Saturday, December 21

## Sunday, December 22