

April 2016

April 2016							May 2016						
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SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Mar 27	28	29	30	31	Apr 1	2
					Letimya Out of Office 12:00pm Updated Invitation: Provider Brown Bag on Homeless Services Joint Office 12:45pm Hold for Governor Brown Signing Ceremony	
3	4	5	6	7	8	9
	Turn Timesheet In - Clayton, 8:00am DRA Prep Call 8:30am Julie Cody, OHCS and 11:00am Preservation MULTE 2:30pm Kasey Burke & Tim 7:00pm Knights of Columbus	8:30am All Staff Meeting - 11:00am David Rosen Meeting 1:00pm FW: PHB Check-in (NOTE 4:00pm PHAC - Portland Housing 5:30pm Consolidated Plan 6:30pm Community Budget	9:00am City Council 9:00am Kick-Off Nexus & 9:00am Public Records Request 10:00am DRA Site Visit: Housing 10:00am ULI webinar on 2016 11:30am DRA Site Visit: Staff,	Approve Timesheets by 10am - 8:00am ULI NW: Affordable 9:30am PHB Housing Investment 11:30am Bureau Directors 2:00pm Leadership Team 2:00pm Brian Owendorff	2016 NAHRO Letimya Out of Office 9:00am IRGE Monthly Conference 10:00am Inclusionary Housing 10:00am Updated Invitation: 12:00pm NALHFA Slides Due to	6:45am IRGE 2016 Washington Conference Meeting (Salon K, First Floor (Crystal City Marriott)) - Carmen Smith 9:00am NAHRO IRGE committee
10	11	12	13	14	15	16
2016 NAHRO	10:00am Hold for JVL			Letimya NFBPA Conference		
			Leslie NFBPA Conference		NAHLFA Annual Conference (Fairmont Dallas)	
10:00am Dominican Third Order (Holy Rosary Church Siena Hall)	12:00pm Nawzad Othman, The Othman Group and Kurt 1:00pm FW: Tour Property for 6:00pm EPAP Housing	8:00am Call Vancouver Paving 9:30am County-City meeting 9:30am Invitation: Joint 1:00pm PHB Check-in with	NALHFA Conference 7:00am Hold for travel to Dallas 9:00am City Council	Montreal 12:00pm Invitation: Bonding 1:45pm Inclusionary Housing	Letimya Out of Office 8:00am Fair Housing Council of	
17	18	19	20	21	22	23
Leslie NFBPA Conference Letimya NFBPA Conference	Turn Timesheet In - Clayton, Letimya 2:00pm Paul, Kurt, Brendan, Andre Baugh re: Affordable Housing Standards (Commissioner Saltzman's	9:00am Spring BMP (City Council Chambers) 1:00pm FW: PHB Check-in (NOTE NEW SCHEDULE) c-latimya 2:00pm PHAC MULTE Hearing 2:30pm Chair Deborah Kafoury -	9:00am City Council 9:00am Inclusionary Housing Program Development 11:00am Check-in (Kurt's office) - Mena, Javier 2:30pm Michelle and Kurt	Approve Timesheets by 10am - 9:30am PHB Housing Investment 11:00am Daryl Lewis & Pat 1:30pm Design Commission 2:00pm Leadership Team 5:30pm Getting Ready for Denver	Letimya Out of Office 8:30am Jessica Woodruff, Reach CDC and Kurt Creager (PHB 10:00am Updated Invitation: 12:00pm Jarrett St. Condos 1:00pm Departure	
24	25	26	27	28	29	30
	9:30am Boulder Intercity Visit (Air BNB headquarters 1st & Oak 10:00am Fwd: ICWG Webinar- Center for Community Change 2:00pm Maxine Fitzpatrick, PCRI and Kurt Creager, PHB (PHB) -	8:00am Inclusionary Housing Panel of Experts Meeting #1 11:00am Jarret Follow-up (Kurt's Office) - Matthiessen, Andrea 1:00pm PHB Check-in with 3:00pm Tim Carpenter ENGage	Denver Best Practices Trip (Portland Business) 5:00am Fly to Denver 7:30am Habitat for Humanity 9:00am City Council 10:00am Tenants Meeting Kim 12:00pm Commissioner Loretta	2:00pm Leadership Team Meeting (PHB St John's Conf 3:00pm Conference call regards IGA 3:30pm Vancouver Paving	Letimya Out of Office 10:00am JO IGA - Kurt we will call you. (Saltzman Office) - 11:00am Mayor's Budget 12:00pm Depart to airport	

May 2016

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29	30	31											

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 1	2	3	4	5	6	7
	Turn Timesheet In - Clayton, 10:00am IRGE Research 11:00am Labor Management 1:00pm Model Employer 3:00pm *MEET: Public Works 7:00pm Knights of Columbus	8:30am All Staff Meeting - Clayton, Letimya 10:00am Discuss PDC/PHB 11:00am Check-in (Kurt's office) - 1:00pm FW: PHB Check-in (NOTE 3:00pm PHAC - Portland Housing	9:00am City Council 9:30am Damien Hall, Ball Janik RE: FAR Calculation Issue (PHB 10:00am ULI webinar 12:45pm Human Solutions (TBD) 3:30pm Todd Marshall and Kurt	Leslie Training Approve Timesheets by 10am - 8:00am PDC/PHB Check-in 10:30am CONFIRMED for NOFA 12:00pm Joyce Hotel (PHB) - Ed 1:30pm Green Building Policy	Michelle Vacation Letimya Out of Office 8:00am KC flex for Working 10:00am IGA Review - Callahan, 6:00pm Artwalk KY Derby Theme	
8	9	10	11	12	13	14
Michelle Vacation 8:15pm Papa Haydn (NW 23rd)	11:00am Jim Stretz / Freddie Mac TBA (PHB - 13th floor meeting 2:30pm Robert Gibson, and Chad Rennaker with Kurt Creager 6:00pm EPAP Housing	Letimya Trng 9:30am Mayor's Budget Work Session (City Council 1:00pm PHB Check-in with Housing Liaisons 2:30pm Kurt Creager/Michael	Leslie Conference 9:00am City Council 9:00am Preference Policy (PHB 10:00am Preference Policy 4:00pm Travel	Javier Vacation 8:30am Ben Kaiser, Kaiser Group, 10:00am Kurt Creager, PHB and 12:00pm Aaron Mandel, META 12:00pm Webinar: Responding to	Letimya Out of Office 8:00am Hold for personal time 9:00am IRGE Monthly Conference 10:00am HFE Steering	7:00pm Hold For Portland Opera (Keller Auditorium)
15	16	17	18	19	20	21
	2016 ULI Housing Opportunity Conference (Boston)		9:00am Inclusionary Housing	12:00pm Inclusive Communities Working Group (Denver, CO)6:00pm		
	Turn Timesheet In - Clayton, 9:00am NOFA Debrief (PHB St 10:00am CET proposal by Mayor 12:00pm Ndomikong Suh	Leslie LMSW Training 8:30am CET (My Office) - 9:00am Fwd: What Works Cities 12:30pm What Works Cities Site	9:45am City Council (Mayor's 10:45am Hacienda Reference Call 11:00am Ernesto Fonseca	Approve Timesheets by 10am - 9:30am PHB Housing Investment 11:30am Bureau Directors 5:15pm Meet for Kitchen Dinner	3:00pm Potential Dominican Jubilee (Portland or MacKenzie Bridge Orc Letimya Out of Office 8:30am Habitat III Convening (UC 5:00pm Depart to Denver Airport	
22	23	24	25	26	27	28
Potential Dominican Jub4:00pm	9:30am HDLI Board Meeting (Call) 10:00am CET session 2:30pm Call Aaron Mandel @ META (cell 310-739-2328) 3:00pm Hold for Personal time	9:00am Inclusionary Housing Panel of Experts Meeting #2 12:00pm PHB Check-in with Housing Liaisons (PHB St 1:00pm Travel 2:00pm Housing Cost	9:00am Travel 9:30am Shaun Lee, Oregon Train 10:30am City Council 1:30pm Canceled: 16/17 NHP 2:00pm Travel 2:30pm REMARKS GB Hill Park	9:00am Eric Cress, Urban 10:00am Travel 10:30am P&D Directors meeting 2:00pm HR Support (Kurt's office) 3:00pm Swetha Kumar and Kurt 5:00pm Trip to Portland (197669	Letimya Out of Office 8:30am Angela Kramer, Lents Consultant, Michelle DePass 9:00am JO IGA - Bonanza! (Saltzman Office) - Callahan, 10:00am Updated Invitation:	
29	30	31	Jun 1	2	3	4
	HOLIDAY - OFF CLOSED - Clayton, Letimya Memorial Day Turn Timesheet In - Clayton, Letimya	Interagency Council for the Homeless (City Hall Time TBD) 8:30am PHB/PDC Leadership 9:45am Check-in (Kurt's office) - 1:00pm FW: PHB Check-in (NOTE 2:00pm Housing Bond Meeting				

June 2016

June 2016							July 2016						
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26	27	28	29	30			24	25	26	27	28	29	30
							31						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 29	30	31	Jun 1	2	3	4
			Leslie Vacation 9:00am City Council 11:30am JO IGA Review 3:30pm Trey Mullen (Call) 4:00pm Fwd: Invitation: Jt. 7:00pm Neighborhood Advisors	Approve Timesheets by 10am - 7:45am Bureau Directors Meeting 9:00am IZ Meeting (St Andrews) 9:30am PHB Housing Investment 2:00pm Leadership Team 5:00pm Pacifica Law Group	Letimya Out of Office 8:00am Vol-Tech Volvo Service 8:15am Phone Call: PDC - 10:30am Steve Law (Call) 1:00pm Executive Equity 2:00pm Pick up Volvo (Vol-Tech)	10:30am Hat Museum (Ladd's Addition)
5	6	7	8	9	10	11
10:00am KofC Breakfast (Holy Rosary Church)	10:00am IRGE Research 11:00am Matt French, Zidell and 12:00pm Thesis Presentation 1:00pm Julie Gibson, PSU and 2:00pm Prepare ULI Northwest 2:30pm Facilities/PHB	8:30am All Staff Meeting - Clayton, Letimya 10:00am GO Bond Next Steps 1:00pm PHB Check-in with 3:00pm PHAC - Portland Housing	9:00am City Council CET 10:00am City Benefits 2:00pm Manufactured Home 3:00pm Securitizing Short Term 6:30pm Patrick Quinton Farewell	Leslie Vacation 7:30am ULI Affordable Housing 9:00am HDS Site Visit (PHB St 10:00am IGA Review - Tentative 11:30am HDS Site Visit: Lunch 1:00pm Finalize GO Bond	Private Appointment Letimya Out of Office 9:00am IRGE Monthly Conference 10:00am joint Office steering 11:30am Habitat for Humanity	5:30pm Barnes Courtney (Tom McCall Waterfront Park in Portland)
12	13	14	15	16	17	18
Leslie Vacation	Turn Timesheet In - Clayton, 8:00am Volvo Axles & CV Joints 9:00am GO Bond Next Steps 1:30pm BOND MODELLING 3:30pm Abigail Rent to Income	Letimya in at 1pm 8:00am Impact Statement for IGA 1:00pm FW: PHB Check-in (NOTE NEW SCHEDULE) c-latimya 3:00pm ROLE PCRI Open House/Ribbon Cutting (New	9:00am City Council 11:00am Abigail Rent to Income Ratio (866-206-0240, 1:00pm Kafoury Court Discussion (PHB - St John's) - Creager, 2:00pm Council Comp Plan	Approve Timesheets by 10am - 8:30am PHB Check-in (Kurt's 9:30am PHB Housing Investment 11:00am Monthly Budget 11:45am Apple Store (There) 1:00pm Leadership Team	Letimya Out of Office 8:30am Chat w/Kurt Creager SES 10:00am Bond Modelling 11:00am Travel 11:30am Elie Kassab, Prestige 1:00pm Travel	
19	20	21	22	23	24	25
9:00am Mass for Fathers (Holy Rosary Church)	Letimya Out 8:00am ULI NW: Affordable Housing Committee (Portland Housing Bureau: 421 SW 6th, 11:00am House Speaker Tina Kotek*PHB Director Kurt	9:30am City Council Study 9:30am FW: Council Work 10:00am Marissa Madrigal (Call 1:00pm PHB Check-in with 2:15pm Sign Joyce PSA (Kurt's 2:30pm PDC/PHB IGA (PHB	8:00am Affordable Assisted 9:30am City Council Hearing: HFE 10:00am City Council 10:15am MULTEs at City Council 10:30am Portland Business 1:15pm Eric Peterson Denver	Letimya Vacation 12:15am Leslie Vacation 10:00am ICWG Webinar on 10:00am Fwd: ICWG webinar - 10:30am P&D Directors meeting 12:00pm "Transitions"	Letimya Out of Office 10:00am Updated Invitation: Homeless Services Lead 11:00am Broadway Tower 1:30pm Hold for scoping call with 4:00pm Linny Simkin	
26	27	28	29	30	Jul 1	2
	Turn Timesheet In - Clayton, 9:30am HDLI Board Meeting 10:00am IRGE Research 11:00am Brenda Carpenter (Call 2:00pm Gateway meetings (Kurt's 6:00pm Gateway Affordable	7:00am Kurt Creager, Matt 7:30am Hold For David Rosen 8:00am Fwd: PDC Executive 9:00am Inclusionary Housing 1:00pm FW: PHB Check-in (NOTE 7:00pm Lents General	8:30am Touch base (Kurt's office) 9:00am Campaign Restrictions 10:30am City Council 11:00am Presentation Planning - 1:00pm Conference Call 2:00pm Letimya Check-in	Approve Timesheets by 10am - 8:30am NAHRO Panel 11:00am Chief Mike Myers 11:30am HOLD Kurt / Mike (TBD) 1:00pm Fall NOFA (Kurt's Office) 2:00pm City Council Hearing:		