

April 2016

April 2016							May 2016						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2	1	2	3	4	5	6	7
3	4	5	6	7	8	9	8	9	10	11	12	13	14
10	11	12	13	14	15	16	15	16	17	18	19	20	21
17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30	29	30	31				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Mar 27	28	29	30	31	Apr 1	2
					Terri's Flex 8:00am Bring our Sons and Daughters to Work Reminder	8:25am Tommy's Swim Lessons (Mt Scott Community Center Pool, 5530 SE 72nd Ave) - Thomas Lannom
3	4	5	6	7	8	9
	Certify Timesheet Meghann's Flex 8:00am Private Appointment 10:00am Core System Replacement (Rev Bur Sunset Conf Rm (6)) - 12:30pm Drop by Fred's Office (Fred's Office) - Lannom, Thomas 12:45pm Drop by (Ken's Office) - Lannom, 1:00pm Comm. Fritz Check-In with Ken 2:00pm Private Appointment 3:00pm Private Appointment	9:00am Tax Season Breakfast 9:15am SAMs appointment watch tommy 12:00pm DO TIMESHEET 6:30pm Community Budget Forum (SW) (Wilson High School, 1151 SW Vermont St, Portland, OR 97219)	9:00am Revenue Division Equity Committee Meeting 9:30am City Council 9:45am Adopt Digital Equity Action Plan (Chambers) 10:30am Arts Tax item pulled 12:00pm Private Appointment 12:30pm chat with new CBO analyst (TL office) - Shifley, Katie 1:00pm Thomas/Terri Standing Meeting 2:00pm FTI Progress Check-In Series (Rev	1:00pm Heavy Truck Funding--Work Session (Chambers) - Lannom, Thomas 4:00pm Private Appointment 5:00pm Private Appointment	10:30am Private Appointment	8:25am Tommy's Swim Lessons (Mt Scott Community Center Pool, 5530 SE 72nd Ave) - Thomas Lannom
10	11	12	13	14	15	16
8:00am Change BL/MCBIT RTS IV/V Requirements to Tax Season Entry - Lannom, Thomas	4:30pm OMF Check-in with Mayor's Office Chief of Staff (Mayor's Conference Room) - Miller, Fred 4:30pm OMF-Mayor's COS (Mayor's Large Conf. Rm.)	10:00am Core System Replacement (Rev Bur Sunset Conf Rm (6)) - McFarland, Jen 11:00am Performance Evaluation (TWL's Office) - Lannom, Thomas 1:00pm Ken/Thomas Check-in (Ken's Office) - Rust, Ken 6:30pm Community Budget Forum (E) (Alice Ott Middle School, 12500 SE Ramona St, Portland, OR 97236)	Private Appointment 9:30am City Council 1:30pm BRFS Division Managers (OMF, Conf 12 Vista Rm (10)) - Rust, Ken 3:00pm Coffee (Pioneer Courthouse Square Starbucks) - Lannom, Thomas 4:00pm Private Appointment	Pay Day 8:15am MEET: Revenue Discussion (Comm. Novick/Revenue/CBO) (Josh/Tera) 8:15-9 am (Mayor's office large 8:15am Revenue Discussion (now starting at 8:15AM) (Mayor's Large Conf. 11:00am Arts Tax TY2015 Readiness (TWL's Office) - Lannom, Thomas 3:00pm Performance Evaluation (TWL's Office) - Lannom, Thomas	Terri's Flex 12:00pm OMF General Information Session with Fred Miller (Auditorium, Portland Building) - Miller, Fred	8:25am Tommy's Swim Lessons (Mt Scott Community Center Pool, 5530 SE 72nd Ave) - Thomas Lannom
17	18	19	20	21	22	23
	Private Appointment Certify Timesheet Meghann's Flex	Private Appointment 10:30am Travel Time 10:40am Walk to County Offices (Meet at west side of bridgehead near bus stop) - 11:00am Portland-Mult. Co. IGA (Cypress Room. That is on the 4th floor of the 12:00pm DO TIMESHEET 1:30pm Bi-weekly Check-in with Mary Beth (TL's Office) - Lannom, Thomas 2:30pm Thi/Thomas--Haircut Appointment -	8:00am Private Appointment 9:00am Sam's Birthday - Thomas Lannom 9:30am City Council 1:00pm Thomas/Terri Standing Meeting (TL's Office) - Lannom, Thomas 1:00pm Updated Invitation: PDX:Airbnb synch re: compact @ Wed Apr 20, 2016 1pm - 1:30pm 2:00pm FTI Progress Check-In Series (Rev Bur Sunset Conf Rm) - Lannom, Thomas	11:30am ML Awards and Ken Agenda 11:30am GIS 1:00pm Ken/Thomas Check-in (Ken's Office) - Rust, Ken 2:00pm State of the Arts at Council (2PM Time Certain) (Chambers)	9:00am MEET: Ken Rust-JB (Fish Office) - Fish, Nick 10:00am Check in (Starbucks on 1st and Columbia) - Rosenberg, Elyse 2:30pm One-on-one with Thomas (Thomas' Office) - Lannom, Thomas 3:00pm Budget Review Meeting (AP 9) - Revenue (Rev Bur Rivers Conf Rm (20)) - LaPlant, Nathan	8:25am Tommy's Swim Lessons (Mt Scott Community Center Pool, 5530 SE 72nd Ave) - Thomas Lannom
24	25	26	27	28	29	30
	2:00pm Channel 6 Interview	10:00am Arts Tax Emails (Rev Bur Sunset Conf Rm (6)) - Karter, Scott 11:00am Check-In (Thomas Office) - Henry, Mary Beth 11:30am Lunch (VQ ?) - Waltz, Jamie 2:30pm Rating of LMC Facilitator RFPs (Rev Bur Sunset Conf Rm (6)) - Karter, Scott 3:30pm Thomas and Julie Standing Meeting (Thomas's Office) - Lannom, Thomas	9:30am Core System Replacement (Rev Bur Sunset Conf Rm (6)) - McFarland, Jen 9:30am City Council 2:00pm FTI Progress Check-In Series (Rev Bur Sunset Conf Rm) - Lannom, Thomas 4:00pm Arts Tax Story -- KOIN	Pay Day 9:30am Proposed Process for using FTI to Administer Arts Tax (TWL's Office) - Lannom, Thomas 10:30am Thomas and Jen Bi-Weekly (TWL's Office) - Lannom, Thomas 1:00pm Executive Team Meeting (Rev Bur Vista Conf Rm (12)) - Fertal, Meghann 2:30pm Hospital Tax Revenue (Mayor's Office) - Nunez, Diana	Terri's Flex 2:30pm REGULAR CHECK IN: Ken Rust and Com. Novick (Novick's office) - Novick, Steve 5:30pm Server Patch Fridays - Lannom, Thomas	8:25am Tommy's Swim Lessons (Mt Scott Community Center Pool, 5530 SE 72nd Ave) - Thomas Lannom

May 2016

May 2016							June 2016						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<p>May 1</p> <ul style="list-style-type: none"> 8:30am Private Appointment 	<p>2</p> <ul style="list-style-type: none"> Certify Timesheet Meghann's Flex 8:00am Private Appointment 10:00am BRFS Division Managers (OMF, Conf 12 Vista Rm (10)) - Rust, Ken 	<p>3</p> <ul style="list-style-type: none"> 10:00am Private Appointment 11:00am Ken Rust, CFO monthly meeting (Commissioner Fritz's office) - Fritz, Amanda 12:00pm DO TIMESHEET 2:00pm Out of Office--Tommy 4:00pm SAMs appointment watch tommy 	<p>4</p> <ul style="list-style-type: none"> Private Appointment 9:00am Revenue Division Equity Committee Meeting (Rev Bur Rivers Conf) 9:30am City Council 1:10pm Meeting with Mayor and Venture Portland (Mayor's Conf. Rm.) - Lannom, 1:10pm *MEET: Venture Portland/Mayor (Josh) 1:10 pm (Due to City Council) (City 3:15pm Time Certain/Establish a Heavy Vehicle Use Tax (Chambers) 	<p>5</p> <ul style="list-style-type: none"> 10:00am Mayor's Request for BLT Calculator (Rev Bur Vista Conf Rm (12)) - Lannom, Thomas 	<p>6</p> <ul style="list-style-type: none"> 10:30am Ken/Thomas Check-in (Ken's Office) - Rust, Ken 11:30am Visit (BR's Office) - Lannom, Thomas 1:00pm CAO/OMF Fred Miller*Ken Rust re: Check-In c-vicki rice x-5160 BF (NOTE TIME ADJUSTMENT) - Saltzman, Dan 3:00pm Tax Calculator Roll-out (related to BL changes in the Mayor's Proposed Budget) (Rev Bur Rivers Conf Rm (20)) - 	<p>7</p> <ul style="list-style-type: none"> 8:25am Tommy's Swim Lessons (Mt Scott Community Center Pool, 5530 SE 72nd Ave) - Thomas Lannom
<p>8</p>	<p>9</p>	<p>10</p> <ul style="list-style-type: none"> Private Appointment 9:30am Council Work Session on Mayor's Proposed (Chambers) - Lannom, Thomas 3:30pm Thomas and Julie Standing Meeting (Thomas's Office) - Lannom, Thomas 	<p>11</p> <ul style="list-style-type: none"> Jayne's Birthday 9:00am Jayne's Birthday - Thomas Lannom 9:30am City Council 11:00am Revenue Division and Recruitment (Lannom's Office, 111 SW Columbia St., Suite 600) - Lannom, Thomas 1:30pm BRFS Division Managers (OMF, Conf 12 Hawthorne Rm (10-12);) - Rust, Ken 3:00pm Leave early 	<p>12</p> <ul style="list-style-type: none"> Pay Day 11:30am Arts Tax (Paige's Office) - Lannom, Thomas 2:15pm Thomas and Jen Bi-Weekly (TWL's Office) - Lannom, Thomas 3:00pm Thi 5:30pm Budget Committee Public Hearing (City Hall) (City Hall, 1221 SW 4th Ave, Portland, OR 97204) - Lannom, Thomas 	<p>13</p> <ul style="list-style-type: none"> Out of Office Terri's Flex 	<p>14</p> <ul style="list-style-type: none"> 8:25am Tommy's Swim Lessons (Mt Scott Community Center Pool, 5530 SE 72nd Ave) - Thomas Lannom
<p>15</p> <ul style="list-style-type: none"> 10:00am 10:49am UA 679Q 15MAY S PDXORD SS1 1049A 447P - Lannom, Thomas 12:00pm Reminder: Non-Represented Performance Evaluations Must be Completed by Fiscal Year End (Reminder---Please Accept) - Lannom, Thomas 	<p>16</p> <ul style="list-style-type: none"> Certify Timesheet Meghann's Flex 	<p>17</p> <ul style="list-style-type: none"> 2:00pm Chief Judge Michael W. Mosman (oral arguments motion to dismiss) (Portland Courtroom 16) - Lannom, Thomas 	<p>18</p> <ul style="list-style-type: none"> 9:30am City Council 5:00pm AOC Meeting (TBD) - Fertal, Meghann 	<p>19</p> <ul style="list-style-type: none"> 9:00am OMF LMC (Horizon Room, 12th Floor Portland Bldg.) - Lannom, Thomas 	<p>20</p> <ul style="list-style-type: none"> 7:30am UA 518Q 20MAY F ORDPDX SS1 736P 1004P - Lannom, Thomas 	<p>21</p> <ul style="list-style-type: none"> 8:25am Tommy's Swim Lessons (Mt Scott Community Center Pool, 5530 SE 72nd Ave) - Thomas Lannom
<p>22</p>	<p>23</p> <ul style="list-style-type: none"> Sick 	<p>24</p> <ul style="list-style-type: none"> Private Appointment 9:00am One-on-One (TL's Office) - Lannom, Thomas 10:00am One-on-One (TL's Office) - Lannom, 10:30am One-on-One (TL's Office) - Lannom, 11:00am One-on-One (TL's Office) - Lannom, 11:30am LMC Co-Chair Check-in (Thomas' 1:00pm MHCRC / Mary Beth Henry (Thomas' 2:00pm LMC Meeting (Rev Bur Rivers Conf 3:30pm Mtng to Discuss City v. HomeAway & 	<p>25</p> <ul style="list-style-type: none"> 9:30am All Staff Meeting (Rev Bur Rivers Conf Rm (20)) - Fertal, Meghann 9:30am City Council 10:30am Upcoming Recruitment (Rev Bur Sunset Conf Rm (6)) - Karter, Scott 1:00pm One-on-One (TL's Office) - Lannom, Thomas 1:30pm Meeting with Potential LMC Facilitator (Rev Bur 3:30pm Thomas and Julie Standing Meeting (Thomas's 	<p>26</p> <ul style="list-style-type: none"> Pay Day 10:30am Thomas and Jen Bi-Weekly (TWL's Office) - Lannom, Thomas 11:30am Lunch? (TBD) - Lannom, Thomas 12:30pm City Collection Agency Contract (Christine's Office) - Lannom, Thomas 2:00pm Dress for Success Items Count and Drop-off (Rivers Conference Room) - 3:30pm LMC Facilitator Interview (Rev Bur Sunset Conf Rm (6)) - 	<p>27</p> <ul style="list-style-type: none"> Terri's Flex 11:30am Private Appointment 12:00pm OMF-General Information Session (Auditorium) - Miller, Fred 2:00pm One-on-one with Thomas (D. Marshall) (Thomas' Office) - Lannom, Thomas 5:30pm Server Patch Fridays - Lannom, Thomas 	<p>28</p> <ul style="list-style-type: none"> 8:25am Tommy's Swim Lessons (Mt Scott Community Center Pool, 5530 SE 72nd Ave) - Thomas Lannom
<p>29</p>	<p>30</p> <ul style="list-style-type: none"> Holiday - Memorial Day Certify Timesheet Meghann's Flex 	<p>31</p> <ul style="list-style-type: none"> Private Appointment 10:00am Private Appointment 10:30am Heavy Vehicle Use Tax Implementation - Next Steps (TL's Office) - Karter, Scott 11:00am OCT Manager Hire (TWL's Office) - Lannom, Thomas 12:00pm DO TIMESHEET 1:00pm Ken/Thomas Check-in (Ken's Office) - Rust, Ken 	<p>Jun 1</p>	<p>2</p>	<p>3</p>	<p>4</p>

June 2016

June 2016							July 2016						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
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
			DC	DC 8:30am Private Appointment 5:00pm Private Appointment	Vacation	8:25am Tommy's Swim Lessons (Mt Scott Community Center Pool, 5530 SE 72nd Ave) - Thomas Lannom
5	6	7	8	9	10	11
	Vacation 8:00am Private Appointment	8:00am Private Appointment 11:00am Thomas/Terri Standing Meeting (TL's Office) - Lannom, Thomas	9:30am City Council 1:00pm BRFS Division Managers (OMF, Conf 12 Horizon Rm (12-15)) - Rust, Ken 2:45pm FTI Progress Check-In Series (Rev Bur Sunset Conf Rm) - Lannom, Thomas 3:00pm Grievance Follow Up (TL's Office) - Karter, Scott	Pay Day 10:30am Thomas and Jen Bi-Weekly (TWL's Office) - Lannom, Thomas 11:30am Thomas and Julie Standing Meeting (Thomas's Office) - Lannom, Thomas 1:00pm Executive Team Meeting (Rev Bur Vista Conf Rm (12)) - Fertal, Meghann	Out of Office Terri's Flex 10:00am Coffee (Starbucks, Umpqua Bank Building, Ground Floor) - Lee, Ken	
12	13	14	15	16	17	18
8:00am Private Appointment	Certify Timesheet Meghann's Flex	9:00am Ken/Thomas Check-in (Ken's Office) - Rust, Ken 10:30am TLT Lawsuit Check-In (Lannom's Office) - Lannom, Thomas 12:00pm DO TIMESHEET 2:30pm Thi/Thomas--Haircut Appointment - Lannom, Thomas 3:30pm Informational discussion (Thomas's office) - Lee, Ken	8:00am Take Tommy to Daycare - Lannom, Thomas 8:00am Bureau Safety Meetings (Rev Bur Vista Conf Rm (12)) - Lannom, Thomas 9:00am Coffee (Pioneer Courthouse Square Starbucks) - Lannom, Thomas 9:30am City Council 10:30am Safety Committee (TWL's 11:00am Phone Call (I'll call you at 11:00 AM) 1:00pm Thomas/Terri Standing Meeting 4:00pm Telephone Call (I'll call Katie) -	10:00am Check-in (Telephone Call) - Lannom, Thomas 2:00pm AOC Annual Report to Council 3:00pm LMC Co-Chair Check-in (Thomas' Office) - Lannom, Thomas	8:00am Private Appointment 9:00am Private Appointment	
19	20	21	22	23	24	25
Private Appointment	8:00am Out of Office 3:30pm Legislative briefing - 2016 wrap up; 2017 look ahead (OMF, Conf 12 Horizon Rm (12-15)) - Heron, Celia	Private Appointment 8:00am All Tax Division Meeting (Rev Bur Rivers Conf Rm (20)) - Ellertson, Scott 9:30am Supervisors and Managers Meeting (Rev Bur Rivers Conf Rm (20)) - Fertal, Meghann 10:00am TLT Projection Check-In (Conference Call if Needed) - Lannom, Thomas 1:00pm Ken/Thomas Check-in (Ken's Office) - Rust, Ken	8:00am SME Resume Review Panel (TBD) - Lannom, Thomas 9:30am City Council 9:45am *702 TIME CERTAIN: 9:45 AM - Approve the Mt. Hood Cable Regulatory 1:30pm BRFS Division Managers (OMF, Conf 12 Vista Rm (10)) - Rust, Ken 2:00pm Hold for Council 2 p.m. time certain re: Tax on Recreational Marijuana Sales (Council Chambers) -	Pay Day 11:15am Thomas and Julie Standing Meeting (Thomas's Office) - Lannom, Thomas 1:00pm STR Briefing (OMF, Vista Conf. Rm., PDX Building 12th Floor) - Lannom, Thomas 2:20pm Thomas and Jen Bi-Weekly (TWL's Office) - Lannom, Thomas 3:00pm One-on-one with Thomas (I. McJunkin) (Thomas' Office) - Lannom,	Out of Office Terri's Flex 6:35am Private Appointment 5:30pm Server Patch Fridays - Lannom, Thomas	
26	27	28	29	30	Jul 1	2
6:30am Private Appointment 8:00am Fill out Bike and Walk Bucks Certificate	Certify Timesheet Meghann's Flex Private Appointment 3:00pm Co-Chair Meeting - Agenda Setting (Thomas' Office) - Lannom, Thomas 4:00pm FW: OMF Check-in with Mayor's Office Chief of Staff (Mayor's Conference Room) - Miller, Fred 4:00pm Short Term Rental Legal Update with Mayor's COS (Mayor's Large Meeting Room) -	10:00am Private Appointment 12:00pm DO TIMESHEET 2:00pm LMC Meeting (Rev Bur Rivers Conf Rm (20)) - Fertal, Meghann 3:00pm Clean and Safe Board (200 SW Market St, Suite 150) - Lannom, Thomas 4:30pm Deadline for Bike and Walk Bucks	9:30am City Council 2:00pm FTI Progress Check-In Series (Rev Bur Sunset Conf Rm) - Lannom, Thomas 2:30pm Bi-weekly Check-in with Mary Beth (TL's Office) - Lannom, Thomas	9:00am Business Operations Division staff recognition (12th floor Horizon Room) - Braaten, Jane 2:00pm GO Bonds		