February 2011						
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27	28					

March 2011

April 2011						
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Monday	Tuesday	Wednesday	Thursday	Friday
	1 **2:30 PM – 3:00 PM** MEET: Mayor Adams RE: Burnside Briefing loc: (Mayor's Office) **3:30 PM – 4:00 PM** MEET: Vicky Diede and Greg Jones RE: Monthly Streetcar Check In loc: (Sue's Office) **6:00 PM – 8:30 PM** ATTEND: Budget Forum loc: (Wilson High School)	**2** **8:00 AM – 9:30 AM** ATTEND: Streetcar Board Meeting loc: (World Trade Center - 2nd Level) **10:00 AM – 11:00 AM** WEEKLY CHECK-IN: Paul Smith loc: (Sue's Office) **12:00 NOON – 12:30 PM** MEET: Lavinia Gordon, Tom Miller, Kyle Chisek and Ellis McCoy RE: PGE Park/ Meter Hours Ordinance loc: (Sue's office) **1:00 PM – 2:00 PM** CHECK-IN: Art Pearce and Teresa Boyle RE: Portland-Milwaukie loc: (Sue's Office) **2:30 PM – 3:30 PM** ATTEND: Tram Review loc: (Sue's Office) **3:30 PM – 4:30 PM** CHECK-IN: Maureen Yandle loc: (Sue's Office)	**3** **8:00 AM – 8:30 AM** ATTEND: Portland Freight Committee Meeting loc: (Lovejoy Room) **8:30 AM – 10:00 AM** ATTEND: EBS Executive Steering Committee loc: (EBS Conference Room) **10:00 AM – 11:00 AM** Updated: MEET: Susan Anderson of Bureau of Planning and Sustainability RE: Portland Plan Strategies loc: (Morrison Room) **11:30 AM – 1:00 PM** Updated: ATTEND: Bureau Directors Meeting loc: (Lovejoy Room) **1:30 PM – 3:30 PM** ATTEND: Directors Work Session loc: (Broadway Room) **3:30 PM – 5:00 PM** ATTEND: Convergence Meeting PBOT/TriMet	**4** **10:00 AM – 11:00 AM** WEEKLY CHECK-IN: Ron Geason loc: (Sue's Office)
7 **OUT**	**8** **OUT**	**9** **OUT**	**10** **OUT**	**11** **OUT**
14 **11:00 AM – 11:30 AM** CHECK-IN: Teresa Boyle loc: (Sue's Office) **1:30 PM – 2:00 PM** SPEAK: Work Session (Asset Management Report) loc: (Council Chamber) **2:00 PM – 2:30 PM** ATTEND: Briefing on Parking Event District Ordinance loc: (Sue's Office)	**15** **8:30 AM – 9:00 AM** ATTEND: Discussion of Funding Options for SW Barbur/Capitol Hwy Safety Improvement loc: (Broadway Room) **9:00 AM – 10:00 AM** CHECK-IN: Suzanne Kahn and Eric Peterson loc: (Sue's Office) **10:30 AM – 11:00 AM** CHECK-IN: Liz Moorehead of Parks Bureau	**16** **10:30 AM – 12:00 NOON** SPEAK: Council Meeting (Parking Event District) loc: (Council Chamber) **3:00 PM – 4:00 PM** CHECK-IN: Maureen Yandle loc: (Sue's Office) **4:00 PM – 5:00 PM** MEET: PBOT and BPS RE: Energy District loc: (PDOT - Conf, SE Morrison, 9th flr.)	**17** **9:00 AM – 10:00 AM** WEEKLY CHECK-IN: Lavinia loc: (Sue's Office) **1:30 PM – 3:30 AM** ATTEND: Directors Work Session loc: (Broadway Room)	**18** **9:00 AM – 10:00 AM** CHECK-IN: Greg Jones and Don Gardner loc: (Sue's Office) **10:00 AM – 11:30 AM** ATTEND: Smart Card Business Case Follow Up Meeting loc: (Sue's Office) **11:30 AM – 12:00 NOON** CHECK-IN: David Harrington (Emergency Management) loc: (Sue's Office)

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	loc: (Sue's Office) **11:00 AM – 12:00 NOON** WEEKLY CHECK-IN: Paul Smith loc: (Sue's Office) **1:00 PM – 2:00 PM** ATTEND: Change Order Review Committee Meeting (CORC) loc: (Sue Office) **2:00 PM – 2:30 PM** Updated: MEET: Mayor Adamsl RE: Transportation Check-In loc: (Mayor's Office) **2:45 PM – 3:45 PM** CHECK-IN: Art Pearce and Teresa Boyle RE: Portland-Milwaukie loc: (Sue's Office)			**1:00 PM** – 2:00 PM WEEKLY CHECK-IN: Ron Geason loc: (Sue's Office)
21 **3:00 PM – 4:00 PM** ATTEND: United Streetcar Media Event with Secretary Lahood loc: (United Streetcar Assembly Area)	**22** **9:30 AM – 11:00 AM** ATTEND: Secretary LaHood at Moody Groundbreaking loc: (SW Moody Avenue halfway between the Marquam and Ross Island bridges)	**23** **9:30 AM – 10:30 AM** SPEAK: Council Meeting (Parking Event District) loc: Council Chamber	**24** **9:00 AM – 10:00 AM** CHECK-IN: Eric Peterson loc: (Sue's Office) **1:30 PM – 3:30 PM** ATTEND: Directors Work Session loc: (Broadway Room)	**25** **9:00 AM** – 10:00 AM WEEKLY CHECK-IN: Lavinia Gordon loc: (Sue's Office) **10:00 AM – 12:00 NOON** Updated: ATTEND: LMBC (Labor Management Benefits Committee) loc: (Sellwood Room) **1:00 PM – 2:00 PM** WEEKLY CHECK-IN: Ron Geason loc: (Sue's Office) **2:00 PM – 3:00 PM** ATTEND: OR-OSHA and City of Portland Safety Conversation loc: (Risk, Conference Room PDX Building Room 709)
28 **9:30 AM – 10:00 AM** CHECK-IN: Greg Jones loc: (Sue's Office) **1:00 PM – 2:00 PM** CHECK-IN: Yvonne Deckard of BHR RE: Personnel Issues loc: (Yvonne's Office) **2:30 PM – 3:00 PM** CHECK-IN: Tom Miller (Sue's Office)	**29** **9:00 AM – 10:00 AM** CHECK-IN: Suzanne Kahn and Eric Peterson loc: (Sue's Office) **10:00 AM – 11:00 AM** WEEKLY CHECK-IN: Steve Townsen loc: (Sue's Office)	**30** **10:30 AM – 11:00 AM** MEET: Kathleen Saadat of BHR RE: Introduction loc: (Sue's Office) **11:00 AM – 12:00 NOON** CHECK-IN: Ron Geason loc: (Sue's Office) **1:00 PM – 2:00 PM** CHECK-IN: Art Pearce and Teresa Boyle RE: Portland-Milwaukie loc: (Sue's Office) **2:30 PM – 3:30 PM** MEET: Neil McFarlane of TriMet RE: TriMet Issues loc: (SW 6th and College)	**31** **10:00 AM – 11:00 AM** ATTEND: Director's Team Awards Ceremony loc: (Auditorium) **1:00 PM – 1:30 PM** ATTEND: Sellwood Bridge Monthly Briefing loc: (Sue's Office) **1:30 PM – 3:30 PM** ATTEND: Directors Work Session loc: (Broadway Room)	

Keil, Sue