

# Week of: 10/10/11

Mon 10-10	Tue 10-11	Wed 10-12	Thu 10-13	Fri 10-14	Sat 10-15	Sun 10-16
<p><b>8:30 AM - 12:30 PM</b> - OFFICE TIME</p> <p><b>12:30 PM - 2:00 PM</b> - MEET: Catherine RE: Weekly Check-In loc: (Tom's Office)</p> <p><b>2:00 PM - 2:15 PM</b> - MEET: Rob Burchfield loc: (Tom's Office)</p> <p><b>2:15 PM - 3:00 PM</b> - MEET: Suzanne Kahn RE: Recurring Check-In loc: (Tom's Office)</p> <p><b>3:00 PM - 5:00 PM</b> - MEET: PBOT/ Mayor's Office/ Attorney's Office RE: Unimproved Streets loc: (Pettygrove)</p> <p><b>5:00 PM - 5:00 PM</b> - End of day review</p>	<p><b>8:30 AM - 9:30 AM</b> - OFFICE TIME</p> <p><b>9:30 AM - 10:00 AM</b> - TRAVEL TIME loc: (Vehicle 4)</p> <p><b>10:00 AM - 10:30 AM</b> - ATTEND: News Conference for Storm Season Preparedness loc: (Maintenance, Stanton Yard, 2929 N Kerby, main driveway)</p> <p><b>10:30 AM - 11:00 AM</b> - TRAVEL TIME</p> <p><b>11:00 AM - 2:30 PM</b> - OFFICE TIME/ LUNCH</p> <p><b>2:30 PM - 3:00 PM</b> - MEET: Brad Smith RE: SAS 99 Interview with Moss Adams loc: (Portland Building, 9th Floor)</p> <p><b>3:15 PM - 3:30 PM</b> - TRAVEL TIME</p> <p><b>3:30 PM - 4:30 PM</b> - MEET: Susan Anderson RE: Monthly Check-In loc: (Susan's Office)</p> <p><b>4:30 PM - 5:00 PM</b> - TRAVEL TIME</p> <p><b>5:30 PM - 5:30 PM</b> - End of day review</p> <p><b>7:00 PM - 9:00 PM</b> - FYI: Bicycle Advisory Committee</p>	<p><b>8:30 AM - 9:30 AM</b> - OFFICE TIME</p> <p><b>9:30 AM - 10:00 AM</b> - TRAVEL TIME</p> <p><b>10:00 AM - 11:00 AM</b> - ATTEND: Sellwood Joint SAS/ACT Meeting loc: (2100 SW River Parkway, Sellwood West conference room)</p> <p><b>11:00 AM - 11:30 AM</b> - TRAVEL TIME</p> <p><b>11:30 AM - 1:30 PM</b> - OFFICE TIME/ LUNCH</p> <p><b>1:30 PM - 2:30 PM</b> - COFFEE: John Rist loc: (Cafe Viale)</p> <p><b>2:30 PM - 3:00 PM</b> - MEET: Paul Smith RE: Weekly Check-In loc: (Tom's Office)</p> <p><b>3:00 PM - 3:30 PM</b> - MEET: Paul/ Mauricio/ John RE: Prep for I-5 Rose Quarter N/NE Quad Directors Briefing loc: (Tom's Office)</p> <p><b>4:00 PM - 4:30 PM</b> - MEET: Ron Gleason RE: Weekly Check-In</p> <p><b>4:30 PM - 5:00 PM</b> - MEET: Ron/ David/ Kate RE: Classification Request loc: (Tom's Office- 9th Floor)</p>	<p><b>8:30 AM - 9:45 AM</b> - OFFICE TIME</p> <p><b>9:45 AM - 10:30 AM</b> - MEET: Jerrell Gaddis and Patrick Ward RE: HR Labor Relations Check-In loc: (Tom's Office)</p> <p><b>10:30 AM - 12:00 PM</b> - ATTEND: Planning &amp; Development Directors meeting loc: (Portland Building, 5th Floor, Water Bureau, Bull Run Conference Room)</p> <p><b>12:00 PM - 12:30 PM</b> - MEET: Steve Townsen RE: Weekly Check-In loc: (Tom's Office)</p> <p><b>12:30 PM - 1:30 PM</b> - OFFICE TIME/ LUNCH</p> <p><b>1:30 PM - 3:30 PM</b> - ATTEND: Directors Work Session loc: (Broadway Room)</p> <p><b>3:30 PM - 4:00 PM</b> - MEET: Paul/ Dan/ April RE: Sidewalk Infill loc: (Tom's Office)</p> <p><b>4:00 PM - 4:30 PM</b> - MEET: Commissioner Fritz RE: Sidewalk enforcement loc: (Cmmr Fritz's office)</p> <p><b>5:00 PM - 5:00 PM</b> - End of day review</p>	<p><b>8:30 AM - 9:30 AM</b> - OFFICE TIME</p> <p><b>10:00 AM - 10:30 AM</b> - MEET: Lavinia Gordon RE: Weekly Check-In loc: (Tom's Office)</p> <p><b>10:30 AM - 11:00 AM</b> - MEET: Kurt/ Bob/ Marni RE: Oregon Zoo Parking Lot loc: (Tom's Office)</p> <p><b>11:00 AM - 11:30 AM</b> - MEET: Catherine/ Martha/ Art and Vicki Cram by phone RE: Prep for D.C. visits loc: (GR conference room)</p> <p><b>11:30 AM - 12:00 PM</b> - MEET: Catherine and Art RE: Close the Loop loc: (Tom's Office)</p> <p><b>12:00 PM - 2:00 PM</b> - OFFICE TIME/ LUNCH</p> <p><b>2:45 PM - 3:00 PM</b> - TRAVEL TIME</p> <p><b>2:00 PM - 2:45 PM</b> - MEET: Dawn Jansen RE: HR Check-In loc: (Tom's Office)</p> <p><b>3:00 PM - 4:30 PM</b> - ATTEND: Directors Briefing: I-5 Rose Quarter N/NE Quad loc: (Susan Anderson's office 1900 SW 4th, 7th floor)</p>		<p><b>[10/16] - [10/20]</b> - Rail-Volution 2011 loc: (Washington, D.C.)</p> <p><b>7:45 AM - 3:30 PM</b> - United Airlines Flight 250 loc: (PDX to Dulles)</p> <p><b>3:30 PM - 5:00 PM</b> - Arrive at Dulles and travel to hotel</p> <p><b>5:00 PM - 5:30 PM</b> - CHECK-IN: Washington Marriott Wardman Park Hotel loc: (2660 Woodley Road NW, Washington, DC 20008)</p> <p><b>6:00 PM - 8:00 PM</b> - ATTEND: Rail-Volution Welcome Reception loc: (Old Ebbitt Grill- 675 15th St NW (between N F St &amp; N G St))</p>

	loc: (Lovejoy Room)	<b>5:00 PM - 5:00 PM -</b> End of day review		<b>4:30 PM - 5:00 PM -</b> TRAVEL TIME  <b>5:00 PM - 5:00 PM -</b> End of day review		
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