March 2012											
S	M	Т	W	Т	F	S					
26	27	28	29	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					

Calendar

April 2012 S M T W T F S 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 1 2 3 4 5

Week of Monday, March 19, 2012

Monday 3/19	Tuesday 3/20	Wednesday	Thursday 3/22	Friday 3/23	Saturday 3/24	Sunday 3/25
		3/21				
8:30 AM - 9:30 AM OFFICE TIME	8:30 AM - 11:00 AM OFFICE TIME	8:30 AM - 10:00 AM OFFICE TIME	8:30 AM - 10:00 AM OFFICE TIME	Tom- Out of Office		
9:30 AM - 10:30 AM MEET: Greg Jones RE: Recurring Meeting (Tom's Office) 10:30 AM - 11:30 AM MEET: John Rist RE: Check- In (Tom's Office) 11:30 AM - 12:30 PM OFFICE TIME 12:45 PM - 1:00 PM TRAVEL TIME 1:00 PM - 2:00 PM LUNCH: Leslie Carlson (Southpark- 901 SW Salmon St) 2:00 PM - 2:15 PM TRAVEL TIME 2:30 PM - 3:00 PM OFFICE TIME 3:00 PM - 4:00 PM MEET: Suzanne Kahn RE: Weekly Check-In (Tom's Office) 4:00 PM - 5:30 PM MEET: Steve Novick RE: PBOT Budget Briefing (Morrison Room)	11:00 AM - 11:30 AM MEET: Paul Smith RE: Recurring Check-In (Tom's Office) 11:45 AM - 12:00 PM TRAVEL TIME 12:00 PM - 1:00 PM LUNCH: Jim Mark (VQ) 1:00 PM - 1:30 PM TRAVEL TIME 1:30 PM - 2:00 PM OFFICE TIME 2:00 PM - 3:00 PM MEET: Jack Graham, Rich Goward, and Betsy Ames RE: OMF/PBOT Check-In (Tom's Office) 3:00 PM - 3:30 PM MEET: Jen and Katja RE: Mayor's Office/ PBOT Check-In (Mayor's Office) 3:30 PM - 4:00 PM OFFICE TIME 4:00 PM - 4:30 PM MEET: Sam RE: PBOT Check-In (Mayor's Office) 4:30 PM - 5:30 PM MEET: Sam and staff RE: Cost Recovery (Mayor's Office)	10:00 AM - 11:00 AM MEET: PBOT/ Parks/ City Attorney's Office (Portland Building- 9th Floor, Tom's Office) 11:00 AM - 11:30 AM MEET: Rob Burchfield RE: Weekly Check-In (Tom's Office) 11:30 AM - 1:00 PM OFFICE TIME/ LUNCH 1:00 PM - 3:00 PM ATTEND: PBOT LMC (Rose Room in City Hall) 3:00 PM - 4:00 PM MEET: Neil McFarlane of TriMet (Tom's Office) 4:15 PM - 5:00 PM MEET: Rob/ Nolan/ PBA RE: Check- In (Tom's Office) 5:00 PM - 5:30 PM OFFICE TIME 5:30 PM - 6:30 PM TRAVEL TIME 6:30 PM - 8:30 PM Community Budget Forum (Cleveland High School, 3400 SE 26th)	10:00 AM - 11:00 AM MEET: John RE: Budget Council Worksession (Tom's Office) 11:00 AM - 11:30 AM OFFICE TIME 11:30 AM - 12:00 PM MEET: Jack Graham et al (Vista Conference Room, 12th Floor Portland Bldg) 11:55 AM - 12:00 PM TRAVEL TIME 12:00 PM - 1:00 PM LUNCH: Craig Boretz (Nel Centro) 1:00 PM - 1:15 PM TRAVEL TIME 1:15 PM - 1:30 PM PHONE: Traci Manning 1:30 PM - 3:00 PM ATTEND: Directors Work Session (Broadway Room) 3:00 PM - 4:00 PM MEET: Yvonne Deckard (Yvonne's Office) 4:00 PM - 4:30 PM OFFICE TIME 4:30 PM - 5:00 PM MEET: Alissa Mahar (Tom's Office)			