

# 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

May 2012

S	M	T	W	T	F	S
29	30	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	1	2

## Week of Monday, April 23, 2012

<b>Monday 4/23</b>	<b>Tuesday 4/24</b>	<b>Wednesday 4/25</b>	<b>Thursday 4/26</b>	<b>Friday 4/27</b>	<b>Saturday 4/28</b>	<b>Sunday 4/29</b>
<p><b>8:30 AM - 9:00 AM</b> OFFICE TIME</p> <p><b>9:00 AM - 10:00 AM</b> MEET: Suzanne Kahn RE: Weekly Check-In (Tom's Office)</p> <p><b>10:00 AM - 11:00 AM</b> MEET: Director's Team RE: Budget (Broadway)</p> <p><b>11:00 AM - 12:00 PM</b> OFFICE TIME</p> <p><b>12:00 PM - 1:00 PM</b> MEET: Sam RE: Transportation Check-In (Mayor's Office)</p> <p><b>1:00 PM - 3:00 PM</b> OFFICE TIME/ LUNCH</p> <p><b>3:00 PM - 4:00 PM</b> MEET: Director's Team RE: Budget (Broadway)</p> <p><b>4:00 PM - 5:00 PM</b> MEET: PBOT staff RE: PGE Check-In (Broadway)</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 - 11:30 AM</b> ATTEND: Council Worksession RE: Budget Mapping (Council Chambers)</p> <p><b>11:30 AM - 12:30 PM</b> MEET: Tom and Catherine RE: Weekly Check-In (Catherine's Office)</p> <p><b>12:30 PM - 5:00 PM</b> OFFICE TIME/ LUNCH</p>	<p><b>8:30 AM - 10:00 AM</b> OFFICE TIME</p> <p><b>10:00 AM - 11:00 AM</b> MEET: Tom and Dawn Jansen RE: HR Check-In (Tom's Office)</p> <p><b>11:00 AM - 12:00 PM</b> MEET: Rob Burchfield RE: Weekly Check-In (Tom's Office)</p> <p><b>12:00 PM - 1:30 PM</b> OFFICE TIME/ LUNCH</p> <p><b>1:30 PM - 2:00 PM</b> TRAVEL TIME</p> <p><b>2:00 PM - 3:00 PM</b> MEET: Jason Tell RE: Monthly ODOT Meeting (ODOT)</p> <p><b>3:00 PM - 3:30 PM</b> TRAVEL TIME</p> <p><b>3:30 PM - 4:00 PM</b> DROP BY: April Keithly's Retirement Celebration (Broadway)</p> <p><b>4:00 PM - 4:30 PM</b> TRAVEL TIME</p> <p><b>4:30 PM - 7:00 PM</b> ATTEND: BEST Awards (The Nines Hotel)</p>	<p><b>8:30 AM - 9:00 AM</b> OFFICE TIME</p> <p><b>9:00 AM - 9:30 AM</b> MEET: Director's Team RE: Budget (Broadway)</p> <p><b>9:30 AM - 10:00 AM</b> OFFICE TIME</p> <p><b>10:00 AM - 11:00 AM</b> MEET: Catherine RE: PBOT Budget Check-In (Mayor's Office)</p> <p><b>11:00 AM - 11:30 AM</b> OFFICE TIME</p> <p><b>11:30 AM - 1:30 PM</b> ATTEND: Port of Portland Annual Luncheon (Hilton Portland- Grand Ballroom)</p> <p><b>1:45 PM - 3:00 PM</b> ATTEND: Directors Work Session (Broadway Room)</p> <p><b>3:00 PM - 4:00 PM</b> MEET: Sam RE: PBOT Budget (Mayor, East Meeting Room)</p> <p><b>4:00 PM - 5:00 PM</b> OFFICE TIME</p>	<p><b>8:30 AM - 11:00 AM</b> OFFICE TIME</p> <p><b>11:00 AM - 12:00 PM</b> MEET: Jay Graves (Water Avenue Coffee- 1028 SE Water Ave Portland, OR 97214)</p> <p><b>12:00 PM - 1:00 PM</b> OFFICE TIME/ LUNCH</p> <p><b>1:00 PM - 1:30 PM</b> MEET: Rob and Katja RE: Project Updates (Tom's Office)</p> <p><b>1:30 PM - 2:00 PM</b> MEET: Catherine (Cafe Viale)</p> <p><b>2:00 PM - 2:30 PM</b> MEET: Steve Townsen RE: Weekly Check-In (Tom's Office)</p> <p><b>2:30 PM - 3:30 PM</b> MEET: Sam RE: PBOT/Streetcar Budget (Mayor's Office)</p> <p><b>3:30 PM - 4:00 PM</b> TRAVEL TIME</p> <p><b>4:00 PM - 5:00 PM</b> MEET: BTA (BTA Offices- 618 NW Glisan St #401)</p>		