

**Portland Development Commission (PDC)
Executive Director Calendar**

These weekly calendars represent Executive Director, Patrick Quinton's, regular schedule of meetings plus any additional special meetings. The Director is often double-booked and his calendar may change on short notice.

Week of June 13 - 17, 2011

Monday	Tuesday	Wednesday	Thursday	Friday
9:00 – 10:30 a.m. Portfol-Lawson Intro	7:30 – 9:00 a.m. PBA Board Meeting	8:00 – 10:00 a.m. Leadership Team Meeting	8:30 – 11:00 a.m. OPB Interview	8:00 – 10:00 a.m. Leadership Team Meeting
11:00 – 11:30 a.m. Project Meeting External	10:00 -11:00 a.m. Quinton/Talton NED Strategy	10:00 – 11:00 a.m. Interview Panel	10:30 – 11:00 a.m. Portland Observer	9:30 – 10:30 a.m. Interview
1:00 – 2:00 p.m. Gateway Project Meeting	11:30 – 12:30 p.m. Staffing Discussion	11:30 – 1:00 p.m. Columbia Corridor	11:00 – 12:00 p.m. Interview	11:00 – 12:00 p.m. OSC Meeting
3:00 – 4:00 p.m. PDC/Mayor Meeting	3:00 – 3:30 p.m. Quinton/Staff 1:1	2:30 – 3:00 p.m. Quinton/Staff 1:1	12:00 – 12:30 p.m. Quinton/Staff 1:1	12:00 – 1:00 p.m. Quinton/Peter Parisot 1:1
	4:00 – 5:00 p.m. River District URAC Meeting	3:00 – 3:30 p.m. OPB Interview	12:30 – 1:00 p.m. Prep for Board Meeting	1:00 – 2:00 p.m. Commissioner Briefing
		4:00 – 5:00 p.m. PDC/Commissioner Leonard	3:00 – 4:00 p.m. Financial Systems Consolidation	2:00 – 2:30 p.m. Disparity Study
		6:00 – 7:00 p.m. Remarks – Hi-Tec Sports		3:00 – 4:00 p.m. Quinton/Staff 1:1
				4:00 – 5:00 p.m. OSC Meeting

Week of June 20 - 24, 2011

Monday	Tuesday	Wednesday	Thursday	Friday
8:30 – 9:30 a.m. Quinton/Chair Andrews 1:1	7:30 – 8:30 am. Pivotal Leaders Cleantech Breakfast Club	8:00 – 11:00 a.m. Commission Meeting	9:30 – 10:00 a.m. Quinton/Staff 1:1	8:00 – 9:00 a.m. External Project Meeting
9:30 – 10:30 a.m. Commissioner Briefing	9:00 – 10:00 a.m. Norris Beggs & Simpson	1:00 – 2:00 p.m. Annual Auditor Work Plan	10:30 – Noon Planning and Development Directors Meeting	9:00 – 9:30 a.m. Quinton/Staff 1:1
11:00 – 12:00 p.m. Commissioner Briefing	10:00 – 10:30 a.m. FIC Meeting	2:00 – 3:00 p.m. Project meeting	2:00 – 2:30 p.m. Quinton/Staff 1:1	10:00 – 11:30 a.m. Speech – Grand Opening National College of Natural Medicine
1:30 – 2:00 p.m. Prep for Commissioner Meeting	10:30 – 11:00 a.m. Commissioner Briefing	3:00 – 4:30 p.m. Monthly Managers Meeting	2:30 – 3:00 p.m. Quinton/Staff 1:1	1:30 – 2:00 p.m. Quinton/Staff 1:1
2:00 – 3:00 p.m. PDC/Commissioner Saltzman	11:30 – Noon Prep for Mayor Meeting	4:30 – 5:00 p.m. Quinton/Staff 1:1	3:00 – 4:00 p.m. Financial Systems Consolidation	2:00 – 2:30 p.m. Quinton/External Guest
4:30 – 5:30 p.m. URA proposal Discussion	12:00 – 1:00 p.m. PDC/Mayor Meeting		4:00 – 5:00 p.m. Quinton/Staff 1:1	2:30 – 3:30 p.m. Quinton/Staff 1:1
	1:00 – 2:00 p.m. PDC/Commissioner Fritz			4:00 – 5:00 p.m. Quinton/Chair External Project Meeting
	2:30 – 4:30 p.m. Leadership Team Meeting			