

PROSPER PORTLAND
Executive Director Calendar

These weekly calendars represent Executive Director Kimberly Branam’s regular schedule of meetings plus any additional special meetings. The Director is often double-booked, and her calendar may change on short notice.

Week of October 16 – October 20, 2023

Monday	Tuesday	Wednesday	Thursday	Friday
<p>8:00 AM – 9:30 AM Office</p> <p>9:30 AM – 10:00 AM Weekly Meeting w/ Commissioner Rubio’s Office</p> <p>10:00 AM – 12:00 PM Office & Internal Staff Meeting</p> <p>12:00 PM – 1:00 PM Meeting w/ City Bureau Directors</p> <p>1:00 PM – 3:00 PM Internal Staff Meetings</p> <p>3:00 PM – 3:45 PM Meeting w/ Bureau Development Services</p> <p>4:00 PM – 4:45 PM Office</p>	<p>3:00 AM – 6:00 AM Desk Time</p> <p>8:30 AM – 3:00 PM Office & Internal Staff Meetings</p> <p>3:00 PM – 5:00 PM Central City Task Force Committee</p>	<p>8:00 AM – 9:00 AM Greater Portland Inc., Monthly Board Meeting</p> <p>9:00 AM – 10:00 AM Meeting w/ Southwest Mountain States Regional Council of Carpenters</p> <p>10:00 AM – 12:00 PM Office & Internal Staff Meeting</p> <p>12:00 PM – 1:00 PM Lunch w/ Millicent Williams</p> <p>1:15 PM – 2:00 PM Office</p> <p>2:00 PM – 2:30 PM Telephone Call w/ Erin Graham</p> <p>2:30 PM -4:00 PM Office & Internal Staff Meetings</p>	<p>8:00 AM – 10:00 AM Office & Internal Staff Meetings</p> <p>10:00 AM – 10:45 AM Monthly Meeting w/ Commissioner Rubio’s</p> <p>11:30 AM – 1:00 PM Children’s Institute Luncheon</p> <p>1:30 PM – 3:00 PM Desk Time</p> <p>3:00 PM – 4:00 PM Monthly Check-In w/ Portland Housing Bureau</p> <p>5:00 PM – 10:00 PM Attend: Northwest Native Chamber</p>	<p>8:00 AM – 10:30 AM Office & Internal Staff Meetings</p> <p>10:30 AM – 11:00 AM Bi-Monthly Check-In w/ Mayor Wheeler’s Office</p> <p>11:00 AM – 5:00 PM Office & Internal Staff Meetings</p>

Week October 23 – October 27, 2023

Monday	Tuesday	Wednesday	Thursday	Friday
<p>8:30 AM – 9:30 AM Coffee with Winta Yohannes</p> <p>9:30 AM – 11:00 AM Central City Tax Increment Finance Exploration Steering Committee</p> <p>11:00 AM – 3:00 PM Office & Internal Staff Meetings</p> <p>3:00 PM – 5:00 PM East Portland Tax Increment Finance Exploration Steering Committee</p>	<p>8:00 AM – 5:00 PM Office & Internal Staff Meetings</p>	<p>9:00 AM – 3:00 PM Office & Internal Staff Meetings</p> <p>3:00 PM – 4:00 PM Meeting w/ Moss Adams & City Auditor</p> <p>4:30 PM – 5:30 PM Attend University of Oregon/NTX Signing Ceremony</p>	<p>8:30 AM – 11:30 AM Office & Internal Staff Meetings</p> <p>11:30 AM – 1:00 PM Bureau Directors Meeting</p> <p>1:00 PM – 4:00 PM Planning Day w/ Commissioner Rubio’s Office</p> <p>4:00 PM – 4:30 PM Office</p>	<p>8:30 AM – 12:00 PM Office & Internal Staff Meetings</p> <p>12:00 PM – 12:30 PM Telephone Call w/ Jessie Ledesma</p> <p>12:30 PM – 3:00 PM Private Appointment</p> <p>3:00 PM – 5:00 PM Office</p>