

**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 January 29 – February 2, 2024

Monday	Tuesday	Wednesday	Thursday	Friday
			<p align="center">8:30 AM – 9:00 AM Internal Staff Meeting</p> <p align="center">9:00 AM – 9:30 AM Telephone Call w/ Karl Lisle</p> <p align="center">9:30 AM – 10:00 AM Office</p> <p align="center">10:00 AM – 10:45 AM Weekly Check-In w/ Commissioner Rubio</p> <p align="center">11:00 AM – 3:00 PM Office & Internal Staff Meetings</p> <p align="center">3:00 PM – 5:30 PM Board of Commissioner Budget Work Session & Board Meeting</p>	<p align="center">8:30 AM – 10:00 AM Internal Staff Meetings</p> <p align="center">10:00 AM – 10:30 AM Telephone Call w/ Andrew Fitzpatrick</p> <p align="center">10:30 AM – 1:00 PM Office</p> <p align="center">1:00 PM – 1:30 PM Meeting w/ Nicole Manapol</p> <p align="center">1:30 PM – 3:30 PM Office</p> <p align="center">3:30 PM – 4:30 PM Community and Economic Development Service Area Budget Coordination Meeting</p>

Week February 5 – February 9, 2024

Monday	Tuesday	Wednesday	Thursday	Friday
<p align="center">8:00 AM – 8:30 AM Office</p> <p align="center">8:30 AM – 10:00 AM Central City TIF Business Retention/Recruitment Subcommittee Meeting</p> <p align="center">10:00 AM – 10:45 AM Meeting w/ Albina Vision Trust</p> <p align="center">11:00 AM – 11:45 AM Meeting w/ Workplace Change</p> <p align="center">12:00 PM – 12:30 PM Meeting w/ Charlie Brown</p> <p align="center">12:45 PM – 1:45 PM Office & Internal Staff Meetings</p> <p align="center">3:00 PM – 4:00 PM Budget Coordination Meeting w/ Bureau Directors</p> <p align="center">4:00 PM – 4:15 PM Meeting w/ Workplace Change</p> <p align="center">5:00 PM – 5:30 PM Meeting w/ Karl Lisle</p>	<p align="center">8:45 AM – 9:00 AM Telephone Call w/ Charles Wilhoite</p> <p align="center">9:00 AM – 10:00 AM Meeting w/ Sam Adams</p> <p align="center">10:45 AM – 11:30 AM Meeting w/ Workplace Change</p> <p align="center">11:30 AM – 12:00 PM Internal Staff Meeting</p> <p align="center">12:30 PM – 1:30 PM Lunch w/ Anyeley Hallova</p> <p align="center">1:30 PM – 2:00 PM Telephone Call w/ Natalie King</p> <p align="center">2:00 PM – 2:45 PM Monthly Check-In w/ Commissioner Gonzalez</p> <p align="center">3:00 PM – 4:00 PM Meeting w/ Independent Restaurant Alliance of Oregon</p> <p align="center">4:00 PM – 4:30 PM Internal Staff Meeting</p>	<p align="center">8:00 AM – 1:00 PM Office & Internal Staff Meetings</p> <p align="center">1:00 PM – 1:30 PM Meeting w/ Bureau of Transportation</p> <p align="center">1:30 PM – 2:30 PM Internal Staff Meetings</p> <p align="center">2:30 PM – 3:00 PM Meeting w/ Commissioner Rubio’s Office</p> <p align="center">3:00 PM – 3:25 PM Meeting w/ Sam Chase</p> <p align="center">3:30 PM – 4:00 PM Monthly Check-In w/ Chair Cruz Care</p> <p align="center">4:00 PM – 5:00 PM Budget Coordination Meeting w/ Bureaus of Housing, Planning & Sustainability, & Development Services</p>	<p align="center">All-Day Portland Metro Chamber Retreat</p> <p align="center">4:00 PM – 4:30 PM Telephone Call w/ Commissioner Ryan</p>	<p align="center">All-Day Portland Metro Chamber Retreat</p> <p align="center">1:30 PM – 2:00 PM Meeting w/ Commissioner Rubio’s Office and Directors Buonocore, Kuhnhausen, Oliveira and Hisserich</p>