August 2009

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 11:00 AM - East Columbia Neighborho od Association TASTE of the NEIGHBOR HOOD, BBQ and Southern Cooking 12:00 PM - 10th Annual Iranian Festival 2:00 PM - Parkrose Cruise-In 7:30 PM - Neighborho od Party in SW
2 1:00 PM - Portland Fire Fighters (PFFA) Local 43 Annual Picnic 2:00 PM - Maplewood NA picnic 10:00 PM - emails	8:00 AM – 5:00 PM In office, emails/web site/letters	9:00 AM - Dan Bates, Government Relations 9:30 AM - Scheduling 10:30 AM - Governor Kulongoski Signing Healthcare Act, OHSU 11:30 AM - Robert Liberty, Metro Councilor 12:00 PM - Bureau Directors' Portfolio Meeting	8:00 AM - Emails and web site 9:00 AM - City Council meeting 10:30 AM - emails and calls 11:00 AM - Amanda/Tim 11:30 AM - Update with Tom 1:30 PM - Emails, Calls and Visits 2:00 PM - Amanda/Amanda	9:00 AM - Staff meeting agenda prep 9:30 AM - Emails, Visits and Calls 10:00 AM - Weekly Staff Meeting 11:00 AM - Beth Slovic, Willamette Week 11:30 AM - Emails, Visits and Calls	7 12:00 AM - AF out of town	8

Amanda Fritz

10:30 PM - calendar		1:30 PM - Alan Hipolito and Pedro Moreno from Verde and Winston Sandino, PBOT 2:00 PM - Review City Council binder with Cary 3:00 PM - Larry O'Dea, Acting Chief of Police 3:30 PM - Emails, Calls and Visits 6:00 PM - Neighborhood Night Out Events (5)	2:30 PM - Amanda/Dora 3:00 PM - Amanda/Cary 3:30 PM - emails and calls 5:00 PM - Update with Tom 9:00 PM - calendar and emails	1:00 PM - Amanda/Sara 1:30 PM - Amanda/Margarita 2:00 PM - Linda Nettekoven, HAND 3:00 PM - Scheduling 4:00 PM - Lisa Turley, BOEC Director 5:30 PM - A Taste of Russellville Gala Ceremony		
٥	10	11	12	13	14	15
9 8:30 PM - web site, calendar, and emails	9:00 AM - web site 10:00 AM - Barry Peril and Donna Feifer, Urban Willamette Project Photo Shoot 11:30 AM - Tom/Amanda 12:30 PM - emails and letters 1:00 PM - Maria Lisa Johnson, Director, Office of Human Relations-Monthly Meeting 2:00 PM - Emails, Vists and Calls 3:00 PM - Scheduling 3:30 PM - Sean Murray, Ben Jumbo, Jim Fairchild 4:00 PM - Brian Sheehan, Amy Ruiz, Deborah Stein 4:30 PM - Tom/Amanda 8:00 PM - Prepare Speech for Rotary Club	9:30 AM - Tour of NECA IBEW Training Facility 12:00 PM - Downtown Portland Rotary Meeting 2:00 PM - Preview City Council with Tom 3:00 PM - ONI Crime Prevention Program 4:00 PM - Preview Council 7:30 PM - Preview Council agenda 9:30 PM - emails and web site	9:00 AM - City Council meeting 1:00 PM - Multnomah County Sheriff Bob Skipper and Chief Deputy Tim Moore and Captain Monte Reiser 1:30 PM - Mark Bello and Nan Stark 2:00 PM - Council hearings 5:00 PM - Mayor Adams 6:00 PM - Community Alliance of Tenants Meeting 9:00 PM - emails	9:00 AM - Staff meeting agenda prep 9:30 AM - Lisa Vance, CEO of Providence Portland Medical Center 10:00 AM - Weekly Staff Meeting 11:00 AM - Desk work 12:00 PM - ONI's monthly Directors and Chairs meeting 2:00 PM - Council Meeting for Time-Certain Items 2:30 PM - Desk work 3:00 PM - Kids visit 3:30 PM - David Miller, ADA Consulting	9:30 AM - Amanda/Patti 10:00 AM - Amanda/Cary 10:30 AM - David Olson Performance Review 11:00 AM - Amanda/Amanda and Scheduling 12:00 PM - Staff Lunch 1:00 PM - Amanda/Dora 1:30 PM - Patti/Amanda 2:00 PM - Brian Brown 2:30 PM - Gwenn A Baldwin and Christie White and Tim Ramis 3:00 PM - Amanda/Sara	9:00 AM - Multnomah Days Parade 12:30 PM - Our United Villages, Intercultura I Community Gathering 2:00 PM - GABA Cruise-In 4:30 PM - emails 6:30 PM - emails

16	17	18	19	20	21	22
2:00 PM - Sunday	10:00 AM - Emails, Visits and Calls	8:30 AM - emails and web site	9:00 AM - City Council meeting	9:00 AM - Staff Meeting Prep with Tom	Out of town on vacation	10:00 AM - emails
Parkways		9:30 AM - Healthy Kids	12:45 PM - Dr. Herman		9:30 AM - emails	
Event, Office of	12:00 PM - emails and staff chats	MegaMeeting	Frankel	9:30 AM - Weekly Staff Meeting	4:30 PM - emails	4:30 PM - emails
Human		10:30 AM - Emails, Visits and	1:00 PM - Amanda/Dora			
Relations	1:00 PM - Tom/Amanda	Calls	1:30 PM - Amanda/Patti	10:30 AM - NEW Leadership Oregon's Teen Lead Panel	11:00 PM - emails	10:30 PM - emails
6:00 PM - emails	1:30 PM - Scheduling	11:00 AM - Scheduling	2:00 PM - Quarterly Meeting	Discussion		
	2:00 PM - emails and staff chats	11:30 AM - Amanda/Tim	with Chief Sizer	12:00 PM - Bill Naito Legacy Fountain Dedication		
		12:00 PM - Lunch with Dave	2:30 PM - Dave Woboril and			
	3:00 PM - Monthly Meeting, Keith Witcosky and Bruce	Lister	Ellen Osoinach, City Attorney's Office	Afternoon: Out of town on vacation		
	Warner, PDC	1:30 PM - Meeting with				
	4:00 PM - Bernie Bottomly,	Commissioner Leonard	3:00 PM - letters, calls, staff discussions			
	PBA, Jeff Curtis of Tygh Capital	2:30 PM - Tom				
	and Pat Becker, Jr. of Becker		4:00 PM – Amalia Alarcon de			
	Capital, Robert Manicke, Steve Holwerda from Furgeson Wellman and Steven Babson of	3:00 PM - Chris Fick Capstone Project	Morris's Annual Performance Evaluation			
	Endeavour Cap	3:30 PM - Jeramy Patton and	4:30 PM - Emails, Visits and			
	4:30 PM - emails and staff	Andrew Scott Budget Debrief	Calls			
	chats	4:00 PM - Amalia Alarcon Morris, Monthly ONI Meeting	7:00 PM - Krebsic Orchestra, Concert in Ventura Park,			
		5:00 PM - desk clearing	Hazelwood			
		5:30 PM - Preview City Council with Tom				
		8:00 PM - Preview City Council				
		9:30 PM - emails				
		10:30 PM - calendar				
23	24	25	26	27	28	29
Out of town on	Out of town on vacation	9:00 AM - Amanda/Tom	9:00 AM - City Council meeting	Out of town taking daughter to college	9:00 AM - Commissioner Fish	9:00 AM - Community
vacation	4:00 PM - Melody Rose phone call	10:00 AM - Mark Larabee	3:00 PM - Amanda/Patti	8:30 PM - emails	9:30 AM - Mr. Cheng-yi Lee	Care Day, weeding at
11:00 AM		11:00 AM - Downtown Security	3:30 PM - Tom/Amanda -		11:30 AM - Emails, Visits and	Markham
- web site and emails	5:00 PM - emails	Network Meeting	preview time off arrangements		Calls	Elementary
	8:30 PM - calendar and web	12:30 PM - emails etc	8:30 PM - emails		12:30 PM - Staff Lunch	1:30 PM -
5:30 PM - emails and	site	1:00 PM - Mayor Adams			1:00 PM - Linda Robinson,	Community Care Day
web site	9:30 PM - calendar corrections	Monthly Meeting			Arlene Kimura and Margot	BBQ at
Amanda Fritz		,	1			

Amanda Fritz

11:00 PM	10:00 PM - emails	2:00 PM - Legislative Agenda		Barnett	Jefferson High School
- emails		community process planning, Mayor Adams, Tom Miller, Dan		1:30 PM - Amanda/Amanda and Scheduling	2:25 PM -
		Bates		_	Gunderson
		2:30 PM - Commissioner		2:00 PM - Amanda/Tim	Barge Launch
		Saltzman Monthly Meeting		2:30 PM - Amanda/Sara	7:45 PM -
		3:00 PM - Amanda/Dora		3:00 PM - Amanda/Cary	Hawthorne Hostelling
		3:30 PM - Scheduling		3:30 PM - Emails, Visits and Calls	Internation al Event
		7:00 PM - Council prep		6:00 PM - Portland Women's	
		8:30 PM - emails		Crisis line fundraiser	
		4:00 PM - David Olson and Mary Beth Henry		8:00 PM - Muslim Educational Trust (MET)'s Annual Fundraising Dinner	
				10:30 PM - emails, calendar etc	
				11:00 PM - staff calendars	
30	31				
1:00 PM - SAFE	OUT part of the day				
Report Summary	8:30 AM - In 8:30 - 10:30 a.m.				
prep	1:30 PM – 6 P.M - emails, calendar, staff meetings				
4:00 PM - Mural	calcitati, stall flicetings				
Unveiling					
6:45 PM - emails and calendar					