

Deputy City Administrator Donnie Oliveira – Calendar January-March 2025

CED/CEDSA – Community & Economic Development Service Area

DCA – Deputy City Administrator

CA/ACA - City Administrator / Assistant City Administrator

CBO – City Budget Office

DEQ – Department of Environmental Quality

Dir. – Director

ED - Executive Director

Cmr. – Commissioner

PP&D – Portland Permitting & Development Bureau

PHB – Portland Housing Bureau

BPS – Bureau of Planning & Sustainability

CBO – City Budget Office

OGR – Office of Government Relations

PBOT – Portland Bureau of Transportation

PCEF – Portland Clean Energy & Community Benefits Fund

TIF – Tax Increment Financing

Thu, Jan 2

City Council Meeting

9:30 AM – 12:00 PM

**Council Work Session - Winter Shelter
Update**

2:00 PM – 3:00 PM

Fri, Jan 3

**CA Michael Jordan / DCA Donnie
Oliveira 1:1**

8:00 AM – 8:25 AM

**Weekly Council Prep (K. Brown, C.
Ghan, J. Ocken, A. Rico)**

10:30 AM – 11:00 AM

BPS Dir. Engstrom 1:1 weekly

11:00 AM – 12:00 PM

**Check-in with OGR & DCA Oliveira (Dir.
Chase, E. Mitchell)**

1:00 PM – 1:25 PM

CEDSA Kitchen Cabinet

1:30 PM – 2:30 PM

**Enhanced Service District Coordinator
and Portland Solutions (ACA Von Burg,
S. Bocker-Knapp, K. Lisle, D.
Reynolds)**

2:30 PM – 3:30 PM

Mon, Jan 6

K. Brown | 1:1 weekly

8:30 AM – 9:00 AM

**Monday morning huddle - Leadership
Team**

9:00 AM – 9:30 AM

CEDSA DCA Office Scrum (DCA, Service Area Directors and staff)	9:30 AM – 10:00 AM
Mayor/Executive Office Leadership and Management Meeting	10:00 AM – 12:00 PM
Lunch – K. Branam	12:00 PM – 1:00 PM
Proposal Review (CA Jordan, ACA Von Burg, DCAs Dhanapal, Schmanski, Oliveira, Dir.s Uchiyama, Engstrom, Williams, Long)	2:00 PM – 2:30 PM
PP&D Dir. Kuhnhausen 1:1 weekly mtg	2:00 PM – 3:00 PM
J. Ocken 1:1 weekly	3:00 PM – 3:45 PM
Meet: Councilor Smith, DCA Oliveira, and CEDSA Leadership	4:00 PM – 4:45 PM

Tue, Jan 7

M. Cummings bi-weekly check-in	9:00 AM – 9:30 AM
PP&D Financial Advisory Committee #2	10:00 AM – 11:30 AM
Data-Informed Decision Making Proposal (DCAs Morrissey, Biery, Oliveira; Dir. Rosenberg)	12:30 PM – 1:00 PM
Leadership Team Meeting	1:00 PM – 3:00 PM
Regional Innovation Engine meeting (A. Lindgren, E. Noll, R. Tankersley)	3:00 PM – 3:30 PM
Prosper Portland ED Flaherty Betin, Deputy ED Abuaf Weekly Check-In	4:00 PM – 5:00 PM

Wed, Jan 8

BPS Dir. Engstrom 1:1 weekly	10:00 AM – 10:30 AM
PHB Dir. Hisserich 1:1 weekly	10:30 AM – 11:00 AM
Check in: Senior Deputy City Attorney King, DCA Oliveira	11:00 AM – 11:30 AM
Council Work Session: Council Committees	12:30 PM – 1:30 PM
Oregon Climate Summit and City of Portland (J. Zeulner, V. Satterfield)	2:00 PM – 2:45 PM

Process Status (ACA Von Burg, Dir. Chase, Dir. Tillstrom, Dir. Kuhnhausen, Sen. Dep. City Attorney King)	3:30 PM – 4:00 PM
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Work Session Prep (Council President Pirtle-Guiney, City Attorney Taylor, Sen. Dep. City Attorney King, M. Lehman, N. Sept)	4:00 PM – 5:00 PM
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Thu, Jan 9

T. Theissen, Dir. Kuhnhausen, DCA Oliveira	8:30 AM – 8:45 AM
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K. Brown midweek check-in	9:00 AM – 9:20 AM
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Meet: J. Fuhrer, DCA Oliveira, DCA Schmanski, C. Montez,	10:30 AM – 11:15 AM
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Monthly Extended Leadership Team	11:30 AM – 1:00 PM
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Leadership Team Meeting	1:30 PM – 3:30 PM
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Weekly Council Prep (K. Brown, C. Ghan, J. Ocken, A. Rico)	3:40 PM – 4:10 PM
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Fri, Jan 10

Housing Funding Stakeholder Advisory Table (Metro)	9:00 AM – 12:00 PM
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Quick DCA huddle - budget comms (CA Jordan, ACA Von Burg, DCAs Biery, Dhanapal, Morrissey, Myers, Oliveira, Schmanski, L. Oppenheimer)	10:45 AM – 11:00 AM
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Work Session Presentation Prep (Dir. Engstrom, Dir. Kuhnhausen, ED Flaherty Betin, Sen. Dep. City Attorney King)	12:30 PM – 1:30 PM
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CEDSA Kitchen Cabinet	1:30 PM – 2:30 PM
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Mon, Jan 13

K. Brown 1:1 weekly	8:30 AM – 9:00 AM
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Monday morning huddle - Leadership Team	9:00 AM – 9:30 AM
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CEDSA DCA Office Scrum (DCA, Service Area Directors and staff)	9:30 AM – 10:00 AM
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Mayor/Executive Office Leadership and Management Meeting	10:00 AM – 12:00 PM
Dr. R. Knox, DCA Oliveira	1:00 PM – 1:30 PM
M. Cummings, DCA Oliveira	1:30 PM – 2:00 PM
PP&D Dir. Kuhnhausen 1:1 weekly mtg	2:00 PM – 3:00 PM
J. Ocken 1:1 weekly	3:00 PM – 3:45 PM
Prosper Portland ED Flaherty Betin, Deputy ED Abuaf Weekly Check-In	4:00 PM – 5:00 PM
City of Portland/DEQ (Sr. Dep. City Attorney King, DCA Oliveira, Dir. Engstrom, Dir. Kuhnhausen, E. Pfeiffer, E. Mitchell, M. Davis, P. Garrahan, C. Svetkovich)	5:00 PM – 6:00 PM

Tue, Jan 14

K. Lisle 1:1 bi-weekly check-in	8:30 AM – 9:30 AM
Budget Proposal: Community & Economic Development (Mayor Wilson, CBO Dir. Levine, DCA Oliveira, A. Coughlan, M. Cummings)	9:30 AM – 11:30 AM
T. Theisen bi-weekly check-in	11:30 AM – 12:00 PM
Leadership Team Meeting	1:00 PM – 3:00 PM

Wed, Jan 15

Shelter Strategy (DCAs, Mayor's office staff, Portland Solutions, OGR Dir. Chase, PBH Dir. Hisserich, Chief Dep. City Attorney Garcia)	9:00 AM – 11:00 AM
PCEF Committee Co-Chairs & Mayor Wilson (DCA Oliveira, BPS Dir. Engstrom, PCEF Mgr. Baraso)	10:00 AM – 10:45 AM
Check-in (ACA Von Burg, DCA Oliveira)	12:30 PM – 12:45 PM
Process Briefing (City Attorney Taylor, DCAs Schmanski and Oliveira, K. VandenBrink, J. Arguinzoni-Ward)	12:30 PM – 1:00 PM
PP&D Financial Advisory Committee - Permitting Reserve Policy Discussion	1:00 PM – 2:30 PM

Regional Waste Advisory Council Briefing (E. Polk)	2:30 PM – 3:15 PM
Portland Age Friendly Programming (J. Bloom, J. Bailey, L. Steenson, BPS Dir. Engstrom, DCA Oliveira)	3:30 PM – 4:30 PM
Check-in (DCA Oliveira, PP&D Dir. Kuhnhausen, S. Bocker-Knapp)	4:30 PM – 5:00 PM
City Council Meeting	6:00 PM – 10:00 PM

Thu, Jan 16

C. Ghan, D. Oliveira	8:30 AM – 9:00 AM
Oregon Transportation Commission Meeting	9:00 AM – 10:00 AM
L. Oppenheimer, D. Oliveira	10:00 AM – 10:30 AM
Restructure Cannabis Program CPOT from Type III to Type I Advisory Body (DCA Oliveira, PP&D Dir. Kuhnhausen, C. Coursey, P. Keim, B. Benton)	10:30 AM – 11:15 AM
Regional Innovation Engine Partnership with Portland State University (DCA Oliveira, BPS Dir. Engstrom, E. Noll, A. Lindgren, A. Fitzpatrick)	11:15 AM – 12:15 PM
Interview Prep (Mayor Wilson, DCA Oliveira, C. Bowman, A. Coughlan, S. Bocker-Knapp, T. Zajonc)	12:00 PM – 1:00 PM
Check in Meeting - DCA Oliviera & Councilor Ryan	1:00 PM – 1:30 PM
Leadership Team Meeting	1:30 PM – 3:30 PM
City Council Meeting	2:00 PM – 5:00 PM
Moda Center Site Visit w/ Rip City Management leadership	5:00 PM – 9:00 PM
PCEF Committee Mtg	6:00 PM – 8:00 PM

Fri, Jan 17

CA Michael Jordan / DCA Donnie Oliveira 1:1	8:00 AM – 8:25 AM
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Quick check-in: T. Theisen	8:30 AM – 8:45 AM
Community & Economic Development OGR Monthly Check-in	9:00 AM – 9:55 AM
K. Brown, D. Oliveira check-in	10:00 AM – 10:30 AM
Weekly Council Prep (K. Brown, C. Ghan, J. Ocken, A. Rico)	10:30 AM – 11:00 AM
PROTEC17 and the Community and Economic Development DCA - Monthly Mtg.	11:00 AM – 11:30 AM
Work Session Run Through (DCA Oliveira, Dir. Engstrom, Dir. Kuhnhausen, Sr. Dep. City Attorney King, P. Diefenderfer, E. Kozuch)	11:30 AM – 12:30 PM
DCAs Morrissey & Oliveira, Dir. Engstrom, Dir. Sauter	12:30 PM – 1:00 PM
CEDSA Kitchen Cabinet	1:30 PM – 2:30 PM
Work session prep (Council President Pirtle-Guiney, Councilor Green, City Attorney Taylor, DCA Oliveira, N. Sept)	4:00 PM – 5:00 PM
Martin Luther King Jr. Day – City Holiday	Mon, Jan 20
Zenith (Mayor Wilson, DCA Oliveira, A. Coughlan, T. Zajonc)	2:30 PM – 3:00 PM
	Tue, Jan 21
City Council Work Session	9:30 AM – 11:30 AM
City Council Community Listening Session	12:00 PM – 2:00 PM
	Wed, Jan 22
PGE Harborton/Forest Park project (Councilors Clark and Green, DCA Oliveira, Dir.s Engstrom and Kuhnhausen)	12:00 PM – 1:00 PM
Recruitment check-in: J. Snyder, A. Hillebrecht	1:15 PM – 2:00 PM
Briefing: CA Jordan, DCA Oliveira, Dir. Kuhnhausen	2:00 PM – 2:30 PM

DCA Oliveira & Dir. Warren - HR Check-In	3:00 PM – 3:30 PM
PP&D Dir. Kuhnhausen 1:1 weekly mtg	3:30 PM – 4:00 PM
Prosper Portland ED Flaherty Betin, Deputy ED Abuaf Weekly Check-In	4:00 PM – 5:00 PM

Thu, Jan 23

K. Brown midweek check-in	9:00 AM – 9:20 AM
Coffee: Councilor Clark, DCA Oliveira	12:00 PM – 1:00 PM
Leadership Team Meeting	1:30 PM – 3:30 PM
Regional Waste Advisory Committee	2:00 PM – 4:00 PM

Fri, Jan 24

REIMAGINE PORTLAND Three Big Ideas for 2025	9:00 AM – 10:30 AM
BPS Dir. Engstrom 1:1 weekly	11:00 AM – 12:00 PM
Weekly Council Prep (K. Brown, C. Ghan, J. Ocken, A. Rico)	1:00 PM – 1:30 PM
M. Cummings bi-weekly check-in	2:30 PM – 3:00 PM
DCA Oliveira & City Attorney Taylor	3:00 PM – 3:30 PM

Mon, Jan 27

Monday morning huddle - Leadership Team	8:30 AM – 9:00 AM
K. Brown 1:1 weekly	9:00 AM – 9:30 AM
Mayor/Executive Office Leadership and Management Meeting	10:00 AM – 12:00 PM
Work Session PPT Run-Through (Dir.s Engstrom, Flaherty-Betin, Hisserich, Kuhnhausen, CEDSA staff)	12:30 PM – 1:00 PM
CEDSA DCA Office Scrum (DCA, Service Area Directors and staff)	1:00 PM – 1:30 PM
Council District 3 Briefing: TIF	2:00 PM – 3:00 PM
Council District 1 Briefing: TIF	3:00 PM – 4:00 PM

**Prosper Portland ED Flaherty Betin,
Deputy ED Abuaf Weekly Check-In**

4:00 PM – 5:00 PM

Tue, Jan 28

C. Ghan 1:1 weekly

8:00 AM – 9:00 AM

K. Lisle bi-weekly check-in

9:00 AM – 10:00 AM

Meet: H. Lavery, D. Oliveira, A. Rico

10:00 AM – 10:45 AM

T. Theisen bi-weekly check-in

11:00 AM – 12:00 PM

**EV Opportunities (DCAs Morrissey &
Oliveira, Dir.s Engstrom & Sauter)**

12:00 PM – 12:30 PM

**Communications Check in (L.
Oppenheimer, C. Ghan, E. Kozuch)**

12:30 PM – 12:45 PM

Leadership Team Meeting

1:00 PM – 3:00 PM

**DCA Oliveira, Dir. Engstrom, Mount
Hood Cable Regulatory Commission
Chair J. Degraw**

3:15 PM – 3:45 PM

CEDSA Kitchen Cabinet - In-person

4:00 PM – 5:00 PM

Wed, Jan 29

Coffee: D. Motz-Storey, DCA Oliveira

7:30 AM – 8:30 AM

**Reserve Policy Sponsor Meeting (DCAs
Biery & Oliveira, J. Kinard, B.
Rosenfield)**

9:00 AM – 10:00 AM

K. Brown midweek check-in

10:00 AM – 10:20 AM

J. Ocken 1:1 weekly

10:30 AM – 11:00 AM

**Council District 2 Community
Engagement Event**

6:30 PM – 9:00 PM

Thu, Jan 30

City Council Work Session

9:30 AM – 12:00 PM

Leadership Team Meeting

1:30 PM – 3:30 PM

Council District 2 Briefing: TIF

4:00 PM – 5:00 PM

Fri, Jan 31

CA Michael Jordan / DCA Donnie Oliveira 1:1	8:00 AM – 8:25 AM
PP&D Dir. Kuhnhausen 1:1 weekly mtg	9:00 AM – 10:00 AM
PHB Dir. Hisserich 1:1 weekly	10:00 AM – 10:30 AM
Weekly Council Prep (K. Brown, C. Ghan, J. Ocken, A. Rico)	10:30 AM – 11:00 AM
Data Informed Decision Making (DCAs Biery, Morrissey, Oliveira)	11:00 AM – 11:30 AM
BPS Dir. Engstrom 1:1 weekly	11:30 AM – 12:00 PM
Housing Production Strategy Discussion (Dir. Engstrom, P. Diefenderfer, T. Armstrong, C. Ghan)	12:00 PM – 12:30 PM
Council District 3 Briefing: PCEF	1:00 PM – 2:00 PM
Portland/DEQ Next Steps (DCA Oliveira, Dir.s Engstrom & Kuhnhausen, Sr. Dep. City Attorney King, E. Mitchell, M. Davis)	4:30 PM – 5:00 PM

Sat, Feb 1

DCA huddle (CA Jordan, ACA Von Burg, DCAs Biery, Dhanapal, Oliveira, Schmanski)	9:30 AM – 12:00 PM
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Sun, Feb 2

Interview Prep for Think Out Loud (Mayor Wilson, S. Brocker-Knapp, A. Coughlan, C. Bowman)	3:00 PM – 4:00 PM
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Mon, Feb 3

K. Brown 1:1 weekly	8:30 AM – 9:00 AM
Monday morning huddle - Leadership Team	9:00 AM – 9:30 AM
Prosper Portland ED Flaherty Betin, Deputy ED Abuaf Weekly Check-In	10:00 AM – 11:00 AM
A. Coughlan 1:1 weekly	12:00 PM – 12:30 PM

CEDSA DCA Office Scrum (DCA, Service Area Directors and staff)	1:00 PM – 1:30 PM
Mayor/Executive Office Leadership and Management Meeting	3:00 PM – 6:00 PM
Tue, Feb 4	
C. Ghan 1:1 weekly	8:00 AM – 9:00 AM
Providence Park follow-up meeting (DCA Oliveira, H. Davis, K. Lisle, L. Broudy)	9:00 AM – 10:00 AM
MEET: DCA Oliveria & Councilor Dunphy	11:00 AM – 11:45 AM
Meet: DCA Oliveira and V. Preston	12:00 PM – 1:00 PM
Leadership Team Meeting	1:00 PM – 3:00 PM
Council District 4 Briefing - TIF	2:00 PM – 3:00 PM
CEDSA Kitchen Cabinet	4:00 PM – 5:00 PM
Citywide Leadership Winter Weather Coordination	5:00 PM – 5:30 PM
Wed, Feb 5	
City Council Meeting	9:30 AM – 12:30 PM
Coffee: DCA Oliveira and A. Patterson	1:30 PM – 2:30 PM
CED Equity Managers Meeting	3:00 PM – 4:30 PM
Check-in: DCA Oliveira, Dir. Kuhnhausen, P. Partch, S. Silkie, K. Youngberg	4:00 PM – 4:45 PM
Thu, Feb 6	
K. Brown midweek check-in	1:00 PM – 1:20 PM
Leadership Team Meeting	1:30 PM – 3:30 PM
Tour of Metro South Transfer Station with Regional Waste Advisory Committee	3:00 PM – 3:50 PM
Metro Councilor Nolan/DCA Oliveira	4:00 PM – 5:00 PM

Fri, Feb 7

PP&D & PBOT interagency for the FY2025-26 budget (DCAs Biery, Dhanapal, Oliveira, Schmanski, Dir. Levine)	8:00 AM – 8:30 AM
A. Fitzpatrick, D. Oliveira	9:00 AM – 9:45 AM
PHB Dir. Hisserich 1:1 weekly	10:00 AM – 10:30 AM
Budget two-pagers (C. Ghan, M. Cummings, J. Ocken, E. Kozuch)	10:30 AM – 11:00 AM
BPS Dir. Engstrom 1:1 weekly	11:00 AM – 12:00 PM
Intro chat: Beaverton City Manager J. Haruyama, DCA Oliveira	2:15 PM – 3:00 PM
City Attorney Taylor, DCA Oliveira, J. Bird	3:30 PM – 4:00 PM
Weekly Council Prep (K. Brown, C. Ghan, J. Ocken, A. Rico)	4:00 PM – 4:30 PM
PBOT - PP&D (DCAs Dhanapal & Oliveira, Dir. Levine, J. Patton, K. O'Brien, E. Hajiyev)	4:30 PM – 4:55 PM

Mon, Feb 10

Mayor Wilson & Prosper Portland: Meet & Greet	8:00 AM – 8:45 AM
Monday morning huddle - Leadership Team	9:00 AM – 9:30 AM
Mayor/Executive Office Leadership and Management Meeting	10:00 AM – 12:00 PM
A. Coughlan 1:1 weekly	12:00 PM – 12:30 PM
CEDSA DCA Office Scrum (DCA, Service Area Directors and staff)	1:00 PM – 1:30 PM
PP&D Dir. Kuhnhausen 1:1 weekly mtg	2:00 PM – 3:00 PM
K. Brown 1:1 weekly	3:00 PM – 3:30 PM
J. Ocken 1:1 weekly	3:30 PM – 4:00 PM
Prosper Portland ED Flaherty Betin, Deputy ED Abuaf Weekly Check-In	4:00 PM – 5:00 PM

Tue, Feb 11

C. Ghan 1:1 weekly	8:00 AM – 9:00 AM
K. Lisle bi-weekly check-in	9:00 AM – 10:00 AM
Advance Portland Advisory Committee	10:00 AM – 11:30 AM
Meet: OGR Dir. Chase, DCA Oliveira, D. Bates	11:30 AM – 11:55 AM
Leadership Team Meeting	1:00 PM – 3:00 PM
Gov. Kotek Mayor Wilson Chair Vega Pederson	3:00 PM – 4:00 PM
Check in: A. Rico, C. Ghan, D. Oliveira	4:00 PM – 4:30 PM

Wed, Feb 12

Follow-up: Greater Portland Inc and DCA Oliveira	9:00 AM – 10:00 AM
T. Theisen bi-weekly check-in	10:30 AM – 11:00 AM
Final Slide Review (Dir.s Engstrom & Hisserich, Deputy ED Abuaf, P. Diefenderfer, C. Ghan)	11:30 AM – 12:00 PM
Budget Communications (all DCAs, Dep. Dir. Zito)	12:00 PM – 12:30 PM
Check in: D. Oliveira, J. Haruyama	12:30 PM – 1:00 PM
Rapid Development Housing Meeting (Mayor Wilson, Councilor Avalos, DCA Oliviera, J. Evenstar, A. Coughlan)	1:30 PM – 2:30 PM
Coffee: J. Kirouac-Fram, Dir. Engstrom, E. Polk, DCA Oliveira	4:00 PM – 5:00 PM
Severe Weather Leadership Call	4:30 PM – 5:00 PM

Thu, Feb 13

K. Brown midweek check-in	8:30 AM – 8:50 AM
PCEF and Mayor Priorities (Dir. Engstrom, S. Baraso)	9:00 AM – 9:30 AM
Climate, Resilience, and Land Use Committee Meeting	9:30 AM – 11:30 AM

Monthly Extended Leadership Team	11:30 AM – 12:00 PM
Leadership Team Meeting	1:30 PM – 3:30 PM
Severe Weather Leadership Call #2	5:00 PM – 5:30 PM

Fri, Feb 14

CA Michael Jordan / DCA Donnie Oliveira 1:1	8:00 AM – 8:25 AM
PHB Dir. Hisserich 1:1 weekly	8:30 AM – 9:00 AM
Check in: DCA Oliveira, Dir. Kuhnhausen, L. Gill	9:00 AM – 9:30 AM
Council District 3 Briefing: Permitting	10:00 AM – 11:00 AM
BPS Dir. Engstrom 1:1 weekly	11:00 AM – 12:00 PM
Weekly Council Prep (K. Brown, C. Ghan, J. Ocken, A. Rico)	12:30 PM – 1:00 PM
1-1 Councilor Morillo, DCA Oliviera	1:30 PM – 2:00 PM
Innovative Housing Discussion (DCA Oliveira, Dir. Hisserich, S. Brocker Knapp and Portland Solutions Staff)	2:15 PM – 3:00 PM

Presidents' Day – City Holiday Mon, Feb 17

Tue, Feb 18

C. Ghan 1:1 weekly	8:00 AM – 9:00 AM
M. Cummings bi-weekly check-in	9:00 AM – 9:30 AM
K. Brown 1:1 weekly	9:30 AM – 10:00 AM
Council District 1 Briefing: Permitting	11:00 AM – 12:00 PM
Leadership Team Meeting	1:00 PM – 3:00 PM
Oregon Beverage Recycling Cooperative & Mayor Wilson	2:00 PM – 2:30 PM
A. Coughlan 1:1 weekly	2:30 PM – 3:00 PM
CEDSA Kitchen Cabinet	4:00 PM – 5:00 PM

Wed, Feb 19

Meet: Dir Chase & DCA Oliveira	8:00 AM – 8:15 AM
Rescheduled from 02.17.25- Mayor/Executive Office Leadership and Management Meeting	8:30 AM – 10:00 AM
Council District 4 Briefing: Housing	9:00 AM – 10:00 AM
PP&D Fiscal Year 26 Planning (Dir. Kuhnhausen, E. Hajiyeve, M. Cummings, C. Ghan)	10:15 AM – 11:15 AM
Prosper Portland ED Flaherty Betin, Deputy ED Abuaf Weekly Check-In	11:15 AM – 12:00 PM
LUNCH: O. Williams & D. Oliveira	12:30 PM – 1:30 PM
Council District 2 Briefing: Housing	2:00 PM – 3:00 PM
Council District 1 Briefing - Housing	3:00 PM – 4:00 PM
PP&D Dir. Kuhnhausen 1:1 weekly mtg	4:30 PM – 5:15 PM
City Council Meeting	6:00 PM – 9:00 PM

Thu, Feb 20

Portland Metro Chamber State of the Economy Breakfast Forum	8:00 AM – 10:00 AM
C. Ghan, M. Cummings, D. Oliveira	11:20 AM – 11:50 AM
MEET: DCA Oliveira and Councilor Avalos	12:00 PM – 1:00 PM
Leadership Team Meeting	1:30 PM – 3:30 PM
City Council Meeting	2:00 PM – 5:00 PM

Fri, Feb 21

A. Kelekele and D. Oliveira	8:00 AM – 8:30 AM
Clean Energy Fund (DCAs Biery & Oliveira, Dir. Levine, P. Hulseman	8:30 AM – 9:00 AM
Community & Economic Development OGR Monthly Check-in	9:15 AM – 10:00 AM
PHB Dir. Hisserich 1:1 weekly	10:00 AM – 10:30 AM

Weekly Council Prep (K. Brown, C. Ghan, J. Ocken, A. Rico)	10:30 AM – 11:00 AM
Multifamily Work Group Proposal (DCA Oliveira, Dir. Chase, A. Coughlan, M. Tschabold, K. Hzy, T. Andrews)	11:00 AM – 11:30 AM
BPS Dir. Engstrom 1:1 weekly	11:30 AM – 12:30 PM
K. Lisle bi-weekly check-in	1:30 PM – 2:30 PM
Critical Energy Infrastructure Hub Work Session deck review (Dir. Engstrom, P. Diefenderfer, T. Armstrong, R. Singer, C. Ghan, D. Kozuch)	2:30 PM – 3:15 PM
Exploring Collaborative Solutions for Housing & Homelessness (Mayor Wilson, Councilor Avalos, DCA Oliviera, and PadSplit)	3:00 PM – 3:45 PM

Sun, Feb 23

DCA Oliveira, K. VandenBrink, J. Arguinizoni-Ward)	11:00 AM – 12:00 PM
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Mon, Feb 24

Impact Statement Review (C. Ghan, A. Rico, J. Douglas, C. Kaylor)	8:00 AM – 8:30 AM
K. Brown 1:1 weekly	8:30 AM – 9:00 AM
Monday morning huddle - Leadership Team	9:00 AM – 9:30 AM
Mayor/Executive Office Leadership and Management Meeting	10:00 AM – 12:00 PM
A. Coughlan 1:1 weekly	12:00 PM – 12:30 PM
CEDSA DCA Office Scrum (DCA, Service Area Directors and staff)	1:00 PM – 1:30 PM
PP&D Dir. Kuhnhausen 1:1 weekly mtg	2:00 PM – 3:00 PM
Regional Waste Advisory Council Briefing (E. Polk)	3:15 PM – 4:00 PM
Prosper Portland ED Flaherty Betin, Deputy ED Abuaf Weekly Check-In	4:00 PM – 5:00 PM

Tue, Feb 25

C. Ghan 1:1 weekly	8:00 AM – 9:00 AM
Intergovernmental Agreement - City of Portland / Multnomah County (M. Bradway, K. Tallant, M. Gibb, K. Cook, S. Wood)	9:00 AM – 10:00 AM
Arts and Economy Committee Meeting	9:30 AM – 11:30 AM
T. Theisen bi-weekly check-in	11:00 AM – 12:00 PM
Homelessness and Housing Committee Meeting	12:00 PM – 2:00 PM
Leadership Team Meeting	1:00 PM – 3:00 PM
1:1 Noise Ordinance Briefing (Council Pres. Pirtle-Guiney, DCA Oliveira)	3:00 PM – 3:30 PM
CEDSA Kitchen Cabinet	4:00 PM – 5:00 PM

Wed, Feb 26

Check in: K. Wanner, A. Coughlan, K. Taft, D. Oliveira	9:10 AM – 9:30 AM
DCA Oliveira, A. Coughlan, A. Richter-Taylor	9:30 AM – 10:00 AM
City Council Work Session	10:30 AM – 1:00 PM
Council District 1 Briefing - PCEF	1:00 PM – 2:00 PM
PCEF Candidate Conversation (Dir. Engstrom, S. Baraso, DCA Oliveira)	3:00 PM – 3:30 PM
Radler White: Portland's New Government: The First 60 Days	4:00 PM – 6:00 PM

Thu, Feb 27

K. Brown midweek check-in	8:00 AM – 8:20 AM
B. Vargas Duncan, D. Oliveira, E. Polk	8:30 AM – 9:00 AM
Climate, Resilience, and Land Use Committee Meeting	9:30 AM – 11:30 AM
Dir. Kuhnhausen, K. Tallant, N. Didion, J. Orrison, Sr. Dep. City Attorney King	11:30 AM – 12:15 PM

DCA Oliveira re: Review permitting history at a site

Check in: J. Snyder, A. Hillebrecht, D. Oliveira

1:00 PM – 1:30 PM

Regional Waste Advisory Committee

2:00 PM – 4:00 PM

Fri, Feb 28

CA Michael Jordan / DCA Donnie Oliveira 1:1

7:30 AM – 9:00 AM

Weekly Council Prep (K. Brown, C. Ghan, J. Ocken, A. Rico)

9:30 AM – 10:00 AM

PHB Dir. Hisserich 1:1 weekly

10:00 AM – 10:30 AM

NewLab Opportunity (DCA Oliveira, A. Coughlan, D. Wyse, A. Desmond)

10:30 AM – 11:30 AM

BPS Dir. Engstrom 1:1 weekly

11:00 AM – 12:00 PM

Council District 3 Briefing: Housing

1:00 PM – 2:00 PM

Code Alignment Project Check-in (T. Theisen, C. Ghan, M. Keenan)

2:45 PM – 3:00 PM

Governor's Office, A. Coughlan, Dir. Chase, DCA Oliveira | re: Multifamily Housing Work Group Kickoff

3:30 PM – 4:00 PM

Mon, Mar 3

Monday morning huddle - Leadership Team

9:00 AM – 9:30 AM

Mayor/Executive Office Leadership and Management Meeting

10:00 AM – 12:00 PM

A. Coughlan 1:1 weekly

12:00 PM – 12:30 PM

CEDSA DCA Office Scrum (DCA, Service Area Directors and staff)

1:00 PM – 1:30 PM

March PP&D All-Hands Meeting

2:00 PM – 3:00 PM

Council District 4 Briefing: Permitting

3:30 PM – 4:30 PM

Prosper Portland ED Flaherty Betin, Deputy ED Abuaf Weekly Check-In

4:30 PM – 5:30 PM

Tue, Mar 4

C. Ghan 1:1 weekly	8:00 AM – 9:00 AM
Council District 2 Briefing: PCEF	9:00 AM – 10:00 AM
Coffee Check-in (Council Vice Pres. Koyama-Lane, DCA Oliveira)	10:15 AM – 10:45 AM
Lunch: K. Horner, D. Oliveira	11:30 AM – 12:30 PM
Leadership Team Meeting	1:00 PM – 3:00 PM
Council District 4 Briefing: PCEF	3:00 PM – 4:00 PM
Housing Check in (Dir.s Engstrom, Hisserich, Kuhnhausen, Flaherty-Betin, Abuaf, C. Ghan)	4:00 PM – 5:00 PM

Wed, Mar 5

J. Haruyama, D. Oliveira 1:1 tri-weekly	8:30 AM – 8:55 AM
M. Cummings, D. Oliveira bi-weekly check-in	9:00 AM – 9:30 AM
City Council Meeting	9:30 AM – 1:30 PM
PP&D Bureauwide Labor Management Committee	1:40 PM – 2:10 PM
Multi Family Task Force (Mayor Wilson, DCA Oliveira, A. Coughlan, C. Bowman)	4:00 PM – 4:30 PM

Thu, Mar 6

C. Ghan, D. Oliveira	8:00 AM – 8:30 AM
Governor/Mayor Multifamily Housing Workgroup Kickoff	9:30 AM – 11:00 AM
PP&D Director Recruitment Strategy (D. Oliveira, O. Williams, C. Parra)	12:15 PM – 1:00 PM
Leadership Team Meeting	1:00 PM – 3:00 PM

Fri, Mar 7

Check in: J. Ocken, E. Kozuch, D. Oliveira	8:00 AM – 8:15 AM
2025 State of the Economy and Central City & Downtown Annual Regional Elected Officials Briefing	8:30 AM – 10:00 AM

PHB Dir. Hisserich 1:1 weekly	10:00 AM – 10:30 AM
Weekly Council Prep (K. Brown, C. Ghan, J. Ocken, A. Rico)	10:30 AM – 11:00 AM
NBC National Pre-interview	11:00 AM – 11:30 AM
Final Critical Energy Infrastructure Hub Work Session Prep (Dir. Engstrom, P. Diefenderfer, T. Armstrong, C. Ghan, E. Kozuch)	11:30 AM – 12:30 PM
Critical Energy Infrastructure Hub Work Session Run of Show Briefing (DCA Meyers, Council Pres. Pirtle-Guiney, Dir. Engstrom, E. Perez, T. Armstrong)	12:30 PM – 1:00 PM
Meet: Councilor Zimmerman DCA Oliveira	1:30 PM – 2:30 PM
OGR and Comm & Ec Dev Check-in (Dir. Chase)	3:00 PM – 3:30 PM
BPS Dir. Engstrom 1:1 weekly	3:30 PM – 4:00 PM

Mon, Mar 10

Mayor/Executive Office Leadership and Management Meeting	8:00 AM – 8:45 AM
Mayor/Executive Office Leadership and Management Meeting	8:45 AM – 9:30 AM
Transportation and Infrastructure Committee Meeting	9:30 AM – 11:30 AM
Coordination of System Development Charges (DCAs Dhanapal, Schmanski, Oliveira)	11:30 AM – 11:55 AM
D. Oliveira, T. Barnes, C. Ghan)	12:45 PM – 1:00 PM
CEDSA DCA Office Scrum (DCA, Service Area Directors and staff)	1:00 PM – 1:30 PM
Bureau of Planning and Sustainability Interviews	1:45 PM – 5:00 PM

Tue, Mar 11

C. Ghan 1:1 weekly	8:00 AM – 9:00 AM
K. Brown 1:1 weekly	9:00 AM – 9:30 AM

Arts and Economy Committee Meeting	9:30 AM – 11:30 AM
Homelessness and Housing Committee Meeting	12:00 PM – 2:00 PM
Leadership Team Meeting	1:00 PM – 3:00 PM
Gov. Kotek Mayor Wilson Chair Vega Pederson	3:00 PM – 4:00 PM
CEDSA Kitchen Cabinet	4:00 PM – 5:00 PM

Wed, Mar 12

Multifamily Workgroup debrief (M. Tschabold, K. Hzy, A. Coughlan)	8:00 AM – 8:30 AM
Portland Metro Chamber Monthly Meeting with Mayor Wilson	9:30 AM – 10:30 AM
City Council Work Session	9:30 AM – 12:00 PM
Oregon Leadership & Major League Baseball	11:00 AM – 12:00 PM
A. Coughlan 1:1 weekly	12:00 PM – 12:30 PM
Ombudsman Complaint Review (CA Jordan, Dir. Kuhnhausen)	12:30 PM – 12:55 PM
BPS Dir. Engstrom 1:1 weekly	1:00 PM – 1:30 PM
Council District 2 Briefing: Permitting	1:30 PM – 2:30 PM
Senate Bill 992 Briefing (E. Mitchell, D. Oliveira)	2:45 PM – 3:15 PM

Thu, Mar 13

Mr. Weston & Mayor Wilson	8:00 AM – 8:30 AM
CED service area IT/data strategy - 1:1 (K. Martin, D. Oliveira)	9:00 AM – 9:30 AM
K. Brown, D. Oliveira midweek check-in	9:30 AM – 9:50 AM
Climate, Resilience, and Land Use Committee Meeting	9:30 AM – 11:30 AM
Monthly Extended Leadership Team meeting	11:30 AM – 1:00 PM
Leadership Team Meeting	1:30 PM – 3:30 PM

Urban Product Council Meeting 3:00 PM – 6:00 PM

Fri, Mar 14

T. Theisen bi-weekly check-in 8:00 AM – 9:00 AM

CA Michael Jordan / DCA Donnie Oliveira 1:1 9:15 AM – 10:00 AM

PHB Dir. Hisserich 1:1 weekly 10:00 AM – 10:30 AM

Weekly Council Prep (K. Brown, C. Ghan, J. Ocken, A. Rico) 10:30 AM – 11:00 AM

PP&D Dir. Kuhnhausen 1:1 weekly mtg 11:00 AM – 12:00 PM

LUNCH: R. Miller & D. Oliveira 12:00 PM – 1:00 PM

Business Recruitment and Retention Discussion (City, County, State leadership) 2:00 PM – 3:30 PM

Mon, Mar 17

City Council Work Session 9:30 AM – 12:00 PM

A. Coughlan 1:1 weekly 12:30 PM – 1:00 PM

CEDSA DCA Office Scrum (DCA, Service Area Directors and staff) 1:00 PM – 1:30 PM

DCA Oliveira and NEX Strategies 2:00 PM – 3:00 PM

Check-in: M. Cummings, D. Oliveira, C. Ghan 3:30 PM – 4:00 PM

Prosper Portland ED Flaherty Betin, Deputy ED Abuaf Weekly Check-In 4:00 PM – 5:00 PM

Tue, Mar 18

Budget Briefing: Community & Economic Development (DCA Biery, Dir, Levine, M. Cummings, Y. Ouyang, B. Liedtke) 8:00 AM – 9:00 AM

C. Ghan 1:1 weekly 9:00 AM – 9:30 AM

Mayor/Executive Office Leadership and Management Meeting 10:00 AM – 12:00 PM

City of Portland Employee Town Hall 1:00 PM – 2:00 PM

Building Permit Discussion (D. Burges, D. Oliveira) 1:30 PM – 2:00 PM

Leadership Team Meeting	2:00 PM – 3:00 PM
Community & Economic Development Service Area Town Hall	3:30 PM – 5:00 PM

Wed, Mar 19

Meet: DCA Morrissey, Dir. Levine, Dir. Warren, Dir. Kuhnhausen, DCA Oliveira	8:00 AM – 8:30 AM
P. Snyder, DCA Oliveira	9:00 AM – 9:30 AM
Meet: A. LeBlanc, D. Oliveira, J. Evenstar	10:00 AM – 10:30 AM
PP&D Dir. Kuhnhausen 1:1 weekly mtg	11:00 AM – 12:00 PM
K. Lisle bi-weekly check-in	12:30 PM – 1:30 PM
Check in: J. Snyder, A. Hillebrecht, D. Oliveira	1:30 PM – 2:00 PM
J. Evenstar, D. Oliveira	3:00 PM – 3:30 PM
2025 Rates, Fees, SDCs Council and Committee Prep Discussion (DCAs Dhanapal, Schmanski and staff)	3:30 PM – 4:20 PM
City Council Meeting	6:00 PM – 9:30 PM

Thu, Mar 20

Development Review Advisory Committee Meeting	8:30 AM – 9:15 AM
K. Brown, D. Oliveira midweek check-in	9:20 AM – 9:45 AM
Councilor Chiefs of Staff Meeting	10:00 AM – 11:00 AM
MEET: DCA Oliveira x Councilor Dunphy	11:00 AM – 12:00 PM
Phone call: J. Weston	12:00 PM – 12:30 PM
J. Ocken, D. Oliveira 1:1	1:00 PM – 1:30 PM
Leadership Team Meeting	1:30 PM – 3:30 PM
City Council Meeting	2:00 PM – 3:00 PM
Discuss Portland City Code 30.01.085 (CA Jordan, Dir. Hisserich)	3:30 PM – 4:00 PM
R. Ansary & D. Oliveira	4:00 PM – 5:00 PM

Fri, Mar 21

Stakeholder Check In (DCA Morrissey, Dir. Sauter, Dep. Dir. Pearce, Council staff)	8:00 AM – 9:00 AM
PHB Dir. Hisserich 1:1 weekly	9:00 AM – 9:30 AM
Community & Economic Development OGR Monthly Check-in	9:30 AM – 10:30 AM
Weekly Council Prep (K. Brown, C. Ghan, J. Ocken, A. Rico)	10:30 AM – 11:00 AM
PROTEC17 & the Community and Economic Development DCA - Monthly Mtg.	11:00 AM – 11:30 AM
BPS Dir. Engstrom 1:1 weekly	11:30 AM – 12:30 PM
Check-in: DCAs Schmanski, Dhanapal, Oliveira, N. Sept	12:30 PM – 12:45 PM
Meet: City of Portland & York Collective	1:00 PM – 2:00 PM
Spectator Venues Financial Advisory Group	2:00 PM – 3:00 PM
1:1 continued (Dir. Engstrom)	2:30 PM – 3:00 PM
Climate justice audit: end of survey briefing/discussion (Dir. Engstrom, M. Prinz, V. Satterfield, A. Jacob, K. Jones, J. Lange)	3:00 PM – 4:00 PM
check-in (ED Flaherty Betin)	3:30 PM – 4:00 PM
House Bill 2291 Discussion (DCA Schmanski, Dir. Chase, E. Pfeiffer, E. Mitchell)	4:00 PM – 4:30 PM

Mon, Mar 24

K. Brown 1:1 weekly	8:45 AM – 9:15 AM
Governor's Office/City of Portland Multifamily Housing Development Workgroup planning meeting	9:30 AM – 10:00 AM
C. Ghan 1:1 weekly	10:00 AM – 11:00 AM
A. Coughlan 1:1 weekly	12:30 PM – 1:00 PM
CEDSA DCA Office Scrum (DCA, Service Area Directors and staff)	1:00 PM – 1:30 PM

PHB Dir. Hisserich 1:1 weekly	1:30 PM – 2:00 PM
PP&D Dir. Kuhnhausen 1:1 weekly mtg	2:00 PM – 3:00 PM
Prosper Portland ED Flaherty Betin, Deputy ED Abuaf Weekly Check-In	4:00 PM – 5:00 PM

Tue, Mar 25

Mayor/Executive Office Leadership and Management Meeting	8:00 AM – 8:45 AM
Mayor/Executive Office Leadership and Management Meeting	8:45 AM – 9:30 AM
Arts and Economy Committee Meeting	9:30 AM – 11:30 AM
T. Theisen bi-weekly check-in	11:00 AM – 12:00 PM
Homelessness and Housing Committee Meeting	12:00 PM – 2:00 PM
Leadership Team Meeting	1:00 PM – 3:00 PM
Gov. Kotek Mayor Wilson Chair Vega Pederson	3:00 PM – 4:00 PM

Wed, Mar 26

Meet: City of Portland and Menashe Properties	8:00 AM – 8:45 AM
Fees/Rates Briefing (DCAs Oliveira, Schmanski, Dhanapal, Council President Pirtle-Guiney, Councilors Zimmerman, Clark, Council staff)	9:00 AM – 11:00 AM
Coffee: DCA Oliveira, Councilor Smith	10:30 AM – 11:00 AM
K. Brown, D. Oliveira	11:30 AM – 12:15 PM
MEET: DCA Oliveira and Councilor Avalos	1:00 PM – 2:00 PM
Dir. Kuhnhausen, D. Oliveira, E. Kozuch, N. Didion, J. Orrison, J. Lindley re: Review permitting history at a site	2:30 PM – 3:00 PM
PCEF Committee member candidate mtg. (Andre Lightsey-Walker, Dir. Engstrom, DCA Oliveira, R. Timarchi)	4:30 PM – 4:45 PM

PCEF Committee member candidate mtg. (Anna Allen, Dir. Engstrom, DCA Oliveira, R. Timarchi)	4:45 PM – 5:00 PM
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Thu, Mar 27

Weekly Council Prep (K. Brown, C. Ghan, J. Ocken, A. Rico)	8:30 AM – 9:00 AM
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Climate, Resilience, and Land Use Committee Meeting	9:30 AM – 11:30 AM
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Check In-DCA Schmanski	1:00 PM – 1:15 PM
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Leadership Team Meeting	1:30 PM – 3:30 PM
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NBC National Interview	3:00 PM – 5:00 PM
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Fri, Mar 28

CA Michael Jordan / DCA Donnie Oliveira 1:1	8:00 AM – 8:25 AM
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BPS Dir. Engstrom 1:1 weekly	8:30 AM – 9:30 AM
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Mon, Mar 31

K. Brown 1:1 weekly	9:00 AM – 9:30 AM
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Mayor/Executive Office Leadership and Management Meeting	10:00 AM – 12:00 PM
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A. Coughlan 1:1 weekly	12:00 PM – 12:30 PM
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HUDDLE w/ Council President et al (DCA Schmanski, Dir. Chase, A. Coughlan, N. Sept)	12:00 PM – 12:30 PM
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CEDSA DCA Office Scrum (DCA, Service Area Directors and staff)	1:00 PM – 1:30 PM
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Extended Leadership Team Meeting	2:00 PM – 3:00 PM
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Governance Committee Meeting	2:30 PM – 4:30 PM
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PP&D Dir. Kuhnhausen 1:1 weekly mtg	3:00 PM – 3:30 PM
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Prosper Portland ED Flaherty Betin, Deputy ED Abuaf Weekly Check-In	4:00 PM – 5:00 PM
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