

Engstrom, Eric Calendar
Tuesday, October 1, 2024 – Tuesday, December 31, 2024
Time zone: (UTC-08:00) Pacific Time (US & Canada)
(Adjusted for Daylight Saving Time)

October 2024							November 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30

December 2024						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
		6	7	8	9	10
		11	12	13	14	15
		16	17	18	19	20
		21	22	23	24	25
		26	27	28	29	30
		31				



Tue, Oct 1

One Water taskforce	10:00 AM – 12:00 PM
PCEF team meeting	2:00 PM – 3:30 PM
HRAP Site Inquiry Tool Beta Introduction	4:00 PM – 5:00 PM



Wed, Oct 2

S. Kumar/E. Engstrom 1:1 weekly	9:00 AM – 10:00 AM
Internal Services	10:00 AM – 11:00 AM
Planning Managers PLUS	11:00 AM – 12:00 PM
COSMO - Settlement Meeting Organizer: K. Kehoe	1:00 PM – 1:45 PM
E. Polk, E. Engstrom 1:1	2:45 PM – 3:00 PM
Open data, privacy, and AI work in the Smart City PDX program (H. Dominguez Aguirre, E. Engstrom)	3:00 PM – 3:30 PM



E. Polk, E. Engstrom 1:1	Thu, Oct 3	8:30 AM – 8:55 AM
Planning & Development Directors Meeting		11:00 AM – 12:30 PM

**P. Diefenderfer, E. Engstrom 1:1
weekly**

2:00 PM – 3:00 PM

**Strategic Plan Process
Development**

3:30 PM – 4:30 PM



**October 4-9, 2024, for the 25th
annual Big City Planning Directors
Institute (BCPDI) in Cambridge,
Massachusetts**

Fri, Oct 4 to Wed, Oct 9

DCA Office Scrum

Mon, Oct 7

9:30 AM – 10:00 AM

Director's Office Scrum

10:00 AM – 10:30 AM



Thu, Oct 10

E. Engstrom and A. Ruiz 1:1 mtg.

8:30 AM – 9:30 AM

**MEET: Cmr. Rubio/Int Dir.
Engstrom, Bureau of Planning &
Sustainability (BPS), bi-weekly**

9:30 AM – 9:45 AM

**E. Engstrom, D. Oliveira, 1:1
weekly**

10:00 AM – 10:30 AM

**ROW Code for Wireless (D.
Oliveira, E. Engstrom, S. Kumar, A.
Speer)**

11:00 AM – 11:30 AM

Monthly ELT meeting

11:30 AM – 1:00 PM

**P. Diefenderfer, E. Engstrom 1:1
weekly**

2:30 PM – 3:30 PM

S. Baraso, E. Engstrom 1:1 weekly

3:30 PM – 4:00 PM

Q3 calendar review

4:00 PM – 5:00 PM



Fri, Oct 11

S. Kumar/E. Engstrom 1:1 weekly

9:00 AM – 10:00 AM

**M. Reed, E. Engstrom 1:1 every
other week**

10:00 AM – 10:30 AM

**F. Johnson/E. Engstrom 1:1 Bi-
weekly**

11:00 AM – 11:30 AM

**Community Technology Division
Meeting**

1:00 PM – 2:00 PM

**Digital safety mtg. M. Reed, E.
Engstrom**

3:00 PM – 4:00 PM



Mon, Oct 14

DCA Office Scrum

9:30 AM – 10:00 AM

Director's Office Scrum

10:00 AM – 10:30 AM

**PCEF approval process (A.
Previdelli, A. Portz, E. Engstrom)**

10:30 AM – 10:45 AM

H. Dashiell/E. Engstrom 1:1 weekly	11:30 AM – 12:00 PM
S. Baraso, E. Engstrom 1:1 weekly	1:00 PM – 1:30 PM
A. Portz/ E. Engstrom 1:1 weekly	1:30 PM – 2:00 PM
M. Cummings/E. Engstrom 1:1 Biweekly	2:30 PM – 3:00 PM
BPS Climate Team - E. Engstrom, B. Wineman	3:00 PM – 4:00 PM
Confirmed: North Tabor meeting (R. Hoy, P. Diefenderfer, E. Engstrom, B. Cunningham, K. MacLowry, A. Lehman)	4:00 PM – 5:00 PM



Tue, Oct 15

P. Diefenderfer, E. Engstrom 1:1 weekly	9:00 AM – 9:30 AM
Check-in (E. Engstrom, M. Reed)	9:30 AM – 9:45 AM
100 Day Community and Economic Development Service Area (CEDSA) Town Hall	10:00 AM – 11:30 AM
Long Range Infrastructure Planning (D. Oliveira, M. Sauter, E. Engstrom, L. Salzmann, S. Morrissey, P. Diefenderfer)	11:30 AM – 12:10 PM
Discuss media request (M. Reed, E. Engstrom, T. Armstrong, A. Speer)	12:10 PM – 12:30 PM
Management Team Meeting	1:00 PM – 1:55 PM
Division of Asset Management - Bureau Directors/Finance Managers Meeting - Q4 CSG	3:00 PM – 4:00 PM
PCEF budget note & forecasting meeting (D. Oliveira, E. Engstrom, S. Baraso, J. Ford, M. Cummings, J. Biery, R. Levine, P. Hulseman)	4:00 PM – 4:45 PM
Kenny/Jason/Sam/Eric check-in	4:45 PM – 5:00 PM

Wed, Oct 16

MEET: Media Mtg. (H. Brown, K. Hathorne, F. Johnson, H. Dashiell, E. Engstrom)	10:30 AM – 11:00 AM
Planning Managers PLUS	11:00 AM – 12:00 PM
Facilities Services' Long-Range Public Safety Facilities Master Plan	12:00 PM – 2:00 PM
V. Satterfield, E. Engstrom 1:1 weekly	2:30 PM – 3:00 PM
K. Martin, E. Engstrom 1:1 bi-weekly	3:00 PM – 3:30 PM
C. Lemos, E. Engstrom - new employee introductory mtg.	3:30 PM – 3:45 PM

E. Polk, E. Engstrom 1:1 bi-weekly
mtg.

4:00 PM – 4:30 PM



Thu, Oct 17

Group travel Timberlab and
Swinerton Tour

9:15 AM – 9:45 AM

Timberlab Presentation, Lunch, &
Tour

10:00 AM – 6:00 PM

Fri, Oct 18

Wireless Franchise Code item at
Council (M. Grumm, A. Speer, E.
Engstrom, S. Cohen)

9:00 AM – 9:30 AM

E. Engstrom, D. Oliveira, 1:1
weekly

9:30 AM – 10:00 AM

A. Jacob, E. Engstrom bi-weekly
mtg.

11:00 AM – 11:30 AM

E. Engstrom, D. Oliveira 1:1
continued

11:30 AM – 12:00 PM

MEET: Rose Quarter Sign Code
Project (T. Wheeler, S. Morrissey,
D. Oliveira, E. Engstrom, K. Lisle)

2:30 PM – 3:00 PM



Mon, Oct 21

Community Technology Managers
Meeting

9:00 AM – 9:30 AM

DCA Office Scrum

9:30 AM – 10:00 AM

Director's Office Scrum

10:00 AM – 10:30 AM

M. Reed, E. Engstrom 1:1 every
other week

10:30 AM – 11:00 AM

A. Portz/ E. Engstrom 1:1 weekly

11:00 AM – 11:30 AM

H. Dashiell/E. Engstrom 1:1
weekly

11:30 AM – 12:00 PM

S. Baraso, E. Engstrom 1:1 weekly

1:00 PM – 1:30 PM

Confirmed: Natural Resource
Service Delivery strategy

1:30 PM – 3:30 PM

E. Engstrom | M. McGuire

4:00 PM – 4:25 PM



Tue, Oct 22

F. Johnson/E. Engstrom 1:1 Bi-
weekly

9:00 AM – 9:30 AM

EOA EOW monthly check-in (E.
Engstrom, P. Diefenderfer, T.
Armstrong)

9:30 AM – 10:00 AM

BPS Leadership Mtg - every 2
weeks

10:00 AM – 11:00 AM

Permit Improvement Task Force
Lunch Meeting

12:00 PM – 1:00 PM

P. Diefenderfer, E. Engstrom 1:1 weekly	1:30 PM – 2:30 PM
New employee 1:1 (M. Star, E. Engstrom)	2:30 PM – 2:45 PM
New employee 1:1 (J. Pramodh, E. Engstrom)	2:45 PM – 3:00 PM
New employee 1:1 (S. Lowe, E. Engstrom)	3:00 PM – 3:15 PM
Strategic Plan - review draft scope (S. Oppenheim, J. Meier, J. Selby, R. Levine, E. Engstrom)	3:15 PM – 4:00 PM



Wed, Oct 23

S. Kumar/E. Engstrom 1:1 weekly	9:00 AM – 10:00 AM
New Employee Onboarding	10:00 AM – 10:30 AM
New employee 1:1 (K. Asher, E. Engstrom)	10:30 AM – 10:45 AM
Waste & Odors (J. Tjaden, E. Polk, Q. Bauer, E. Engstrom, J. Power)	11:00 AM – 11:30 AM
Tribal Consultation on MPAP (C. Jimenez, J. Marian, C. Cohen, J. Bureros, P. Diefenderfer, E. Engstrom)	1:00 PM – 2:00 PM
New employee 1:1 (A. Burns, E. Engstrom)	2:45 PM – 3:00 PM
New employee 1:1 (J. Power, E. Engstrom)	3:00 PM – 3:15 PM
New employee 1:1 K. Reyna, E. Engstrom	3:15 PM – 3:30 PM
BPS/PP&D monthly check-in	4:00 PM – 5:00 PM
MPAC (Zoom)	5:00 PM – 7:00 PM



Thu, Oct 24

All-Staff Meeting	9:30 AM – 10:30 AM
City Bureau Internal Coordination	12:00 PM – 1:00 PM
Zoning Project - Dry Runs for Council on 10/30 (S. Wood, E. Engstrom, M. Reed, P. Nameny, JP McNeil, S. Buono, P. Diefenderfer, A. Moulton)	1:00 PM – 3:00 PM
J. Ocken/E. Engstrom 1:1 bi-weekly	3:30 PM – 4:00 PM
V. Satterfield, E. Engstrom 1:1 weekly	4:00 PM – 4:30 PM



Fri, Oct 25

PHB/BPS monthly check-in	9:00 AM – 10:00 AM
BPS / Prosper monthly check-in	10:00 AM – 11:00 AM

E. Engstrom, D. Oliveira, 1:1 weekly	11:00 AM – 12:00 PM
Garbage and Recycling System Facilities Plan (E. Polk, E. Engstrom, D. Oliveira)	1:00 PM – 1:30 PM
CEDSA Kitchen Cabinet	1:30 PM – 2:30 PM



Mon, Oct 28

DCA Office Scrum	9:30 AM – 10:00 AM
Director's Office Scrum	10:00 AM – 10:30 AM
Dry run - RECI grant award	10:30 AM – 11:00 AM
H. Dashiell/E. Engstrom 1:1 weekly	11:30 AM – 12:00 PM
S. Baraso, E. Engstrom 1:1 weekly	1:00 PM – 1:30 PM
A. Portz/ E. Engstrom 1:1 weekly	1:30 PM – 2:00 PM



Tue, Oct 29

CALL: Cmr. Rubio/Int Dir. Engstrom, Bureau of Planning & Sustainability (BPS), bi-weekly	9:00 AM – 9:15 AM
A. Portz, E. Engstrom brief check-in	9:30 AM – 9:45 AM
BPS Exec Team Mtg (every 4 weeks)	10:00 AM – 10:50 AM
P. Diefenderfer, E. Engstrom 1:1 weekly	11:00 AM – 12:00 PM
PCEF Committee Meeting	12:00 PM – 2:00 PM
E. Engstrom office hours – L. Salzmann	2:30 PM – 2:45 PM
V. Satterfield, E. Engstrom 1:1 weekly	3:00 PM – 3:30 PM



Wed, Oct 30

Council	9:00 AM – 10:00 AM
K. Martin, E. Engstrom 1:1 bi-weekly	10:00 AM – 10:30 AM
M. Cummings/E. Engstrom 1:1 Biweekly	10:30 AM – 11:00 AM
Planning Managers PLUS	11:00 AM – 12:00 PM
Sustainability + Climate Managers	1:00 PM – 1:50 PM
Zoning Project Hearings @ Council	2:00 PM – 5:00 PM



Thu, Oct 31

Confirmed: NRSD concepts	9:00 AM – 9:30 AM
S. Kumar/E. Engstrom 1:1 weekly	9:30 AM – 10:30 AM
City Bureau Internal Coordination	12:00 PM – 1:00 PM

Budget mtg. (M. Cummings, J. Yang, E. Engstrom)	1:00 PM – 2:00 PM
FY26 BPS Budget Kick Off	2:00 PM – 3:00 PM



Fri, Nov 1

Budget Strategy Work	9:00 AM – 10:00 AM
E. Polk, E. Engstrom 1:1 bi-weekly mtg.	10:00 AM – 10:30 AM
A. Jacob, E. Engstrom bi-weekly mtg.	10:30 AM – 11:00 AM
Collaborative PCEF grant discussion (D. Oliveira, E. Engstrom, S. Baraso)	11:00 AM – 11:30 AM
E. Engstrom, D. Oliveira, 1:1 weekly	11:30 AM – 12:00 PM
CEDSA (Community & Economic Development Service Area) Kitchen Cabinet	1:30 PM – 2:30 PM



Mon, Nov 4

DCA Office Scrum	9:30 AM – 10:00 AM
Director's Office Scrum	10:00 AM – 10:30 AM
M. Reed, E. Engstrom 1:1 every other week	10:30 AM – 11:00 AM
S. Baraso, E. Engstrom 1:1 weekly	11:00 AM – 11:30 AM
CAB Meeting	1:00 PM – 2:00 PM
Code Alignment Project (M. Keenan, E. Engstrom, S. Wood, M. Tracy, T. Theisen)	2:00 PM – 2:30 PM
A. Portz/ E. Engstrom 1:1 weekly	2:30 PM – 3:00 PM
V. Satterfield, E. Engstrom 1:1 weekly	3:00 PM – 3:30 PM
H. Dashiell/E. Engstrom 1:1 weekly	3:30 PM – 4:00 PM



Tue, Nov 5

P. Diefenderfer, E. Engstrom 1:1 weekly	9:00 AM – 10:00 AM
BPS Leadership Mtg - every 2 weeks	10:00 AM – 11:00 AM
Tuesday Chiefs	11:00 AM – 12:00 PM
Recycling Modernization Act briefing (E. Engstrom, E. Polk, P. Chism-Winfield, V. Satterfield, M. Reed, A. Miranda, E. Mitchell)	1:00 PM – 2:00 PM
STRATEGIC PLAN AT LEADERSHIP TEAM	2:05 PM – 2:40 PM

New employee 1:1 J. Dea, E.
Engstrom

3:30 PM – 3:45 PM



Wed, Nov 6

HOLD: New Employee Onboarding	10:00 AM – 11:00 AM
Planning Managers PLUS	11:00 AM – 12:00 PM
BPS Labor Committee Mtg - AFSCME-DCTU, CPPW, and Protec (E. Engstrom, F. Johnson, K. Block, A. Kane, J. Michel, J. Richmond, J. Power, W. Grabowski)	1:00 PM – 2:00 PM
Middle Housing Tour (E. Engstrom, T. Morgan, P. Diefenderfer, J. Wood, S. Himes)	3:00 PM – 5:00 PM



Thu, Nov 7

S. Kumar/E. Engstrom 1:1 weekly	9:30 AM – 10:30 AM
J. Ocken/E. Engstrom 1:1 bi- weekly	10:30 AM – 11:00 AM
Lunch	11:00 AM – 12:00 PM
City Bureau Internal Coordination	12:00 PM – 1:00 PM
Internal Budget Planning Meetings (M. Cummings, J. Yang, E. Engstrom)	1:00 PM – 2:00 PM
F. Johnson/E. Engstrom 1:1 Bi- weekly	2:00 PM – 2:30 PM



Fri, Nov 8

E. Engstrom, D. Oliveira, 1:1 weekly	11:00 AM – 11:30 AM
Confirmed PCEF expenditure plan review (D. Oliveira, S. Baraso, E. Engstrom, R. Levine, O. Saïtes, J. Ford, M. Cummings, J. Valdez)	11:30 AM – 12:30 PM
CEDSA Kitchen Cabinet	12:30 PM – 2:00 PM
Check-in (J. DeGraw, E. Engstrom) mtg.	2:00 PM – 2:45 PM



Veterans' Day

Mon, Nov 11



Tue, Nov 12

H. Dashiell/E. Engstrom 1:1 weekly	9:00 AM – 9:30 AM
DCA Office Scrum	9:30 AM – 10:00 AM
Director's Office Scrum	10:00 AM – 10:30 AM
Check-in (P. Diefenderfer, E. Engstrom)	10:30 AM – 11:00 AM
Call: E. Engstrom & D. Oliveira	12:00 PM – 12:30 PM

Planning Commission	12:30 PM – 3:30 PM
MPAP Presentation Dress Rehearsal (R. Singer, P. Diefenderfer, E. Engstrom, M. Reed, B. Manning, J. Frederiksen, A. Moulton)	3:30 PM – 4:30 PM



Wed, Nov 13

S. Kumar/E. Engstrom 1:1 weekly	9:00 AM – 10:00 AM
Zoning Project - 2nd reading @ Council 10:10 and 10:15	10:00 AM – 10:30 AM
A. Portz/ E. Engstrom 1:1 weekly	10:30 AM – 11:00 AM
Planning Managers PLUS	11:00 AM – 12:00 PM
S. Baraso, E. Engstrom 1:1 weekly	12:00 PM – 12:30 PM
Council - Montgomery Park Area Plan	2:00 PM – 4:00 PM
(UPDATE: ONLINE) 11/13/24 MPAC Meeting Notice	5:00 PM – 7:00 PM



Thu, Nov 14

PBOT/BPS Monthly Meeting	9:00 AM – 10:00 AM
K. Martin, E. Engstrom 1:1 bi-weekly	10:00 AM – 10:30 AM
P. Diefenderfer, E. Engstrom 1:1 weekly	10:30 AM – 11:30 AM
Monthly ELT meeting	11:30 AM – 1:00 PM
M. Cummings/E. Engstrom 1:1 Biweekly	2:00 PM – 2:30 PM
MHCRC FY26 Review	2:30 PM – 3:00 PM
Community Technology Managers Meeting	3:00 PM – 3:30 PM
A. Jacob, E. Engstrom bi-weekly mtg.	3:30 PM – 4:00 PM
V. Satterfield, E. Engstrom 1:1 weekly	4:00 PM – 4:30 PM
Community work mtg. (H. Dominguez Aguirre, E. Engstrom)	4:30 PM – 5:00 PM



Fri, Nov 15

Community & Economic Development OGR Monthly Check-in	9:00 AM – 9:55 AM
E. Polk, E. Engstrom 1:1 bi-weekly mtg.	10:00 AM – 10:30 AM
CALL: Cmr. Rubio/Int Dir. Engstrom, Bureau of Planning & Sustainability (BPS), bi-weekly	10:30 AM – 10:45 AM
E. Engstrom, D. Oliveira, 1:1 weekly	11:30 AM – 12:00 PM

Internal Budget Planning Meetings (M. Cummings, J. Yang, E. Engstrom)	12:30 PM – 1:30 PM
CEDSA Kitchen Cabinet	1:30 PM – 2:30 PM

 2024 Cascadia Innovation Corridor Conference	Mon, Nov 18 to Tue, Nov 19	8:00 AM – 5:00 PM
Director's Office Scrum		10:00 AM – 10:30 AM
Sobering Center (D. Oliveira, M. Jordan, S. Morrissey, D. Kuhnhausen, L. Rees, A. Nielsen)		12:00 PM – 12:45 PM
Cascadia Conference Dinner		7:30 PM – 9:30 PM

	Tue, Nov 19	
Strategic Plan - Project Work Group		3:00 PM – 4:00 PM

	Wed, Nov 20	
Council		9:15 AM – 10:15 AM
H. Dashiell/E. Engstrom 1:1 weekly		10:30 AM – 11:00 AM
Planning Managers PLUS		11:00 AM – 12:00 PM
P. Diefenderfer, E. Engstrom 1:1 weekly		12:45 PM – 1:30 PM
E. Engstrom, D. Oliveira, 1:1 weekly		1:30 PM – 2:00 PM
S. Baraso, E. Engstrom 1:1 weekly		2:00 PM – 2:30 PM
F. Johnson/E. Engstrom 1:1 Bi-weekly		2:30 PM – 3:00 PM
NRSD presentation prep (S. Anderson, E. Engstrom, D. Oliveira, V. Satterfield, L. Lehman, A. Long, D. Uchiyama, E. Campbell, M. Williams, S. Santner)		3:00 PM – 3:30 PM
Open Signal "Work Team" (J. Biery, E. Engstrom, R. DeBey, R. Gibbons, J. Apple, L. Bocker, B. Smith, D. Oliveira)		3:30 PM – 4:00 PM
Public Benefit Agreement Presentation Dress Rehearsal (R. Singer, P. Diefenderfer, E. Engstrom, B. Manning, M. Reed)		4:00 PM – 4:30 PM
Public Benefit Agreement City Council Hearing (D. Oliveira, E. Engstrom, P. Diefenderfer)		4:30 PM – 5:00 PM

	Thu, Nov 21	
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All-Staff Meeting	9:30 AM – 11:00 AM
A. Portz/ E. Engstrom 1:1 weekly	11:00 AM – 11:15 AM
V. Satterfield, E. Engstrom 1:1 weekly	11:30 AM – 12:00 PM
J. Ocken/E. Engstrom 1:1 bi-weekly	1:30 PM – 2:00 PM
MPAP #2 - hearing and work session	2:00 PM – 4:00 PM
PCEF Committee Meeting	6:00 PM – 8:00 PM

 Eric Vacation Day	Fri, Nov 22	
CEDSA Kitchen Cabinet	Fri, Nov 22	1:30 PM – 2:30 PM

	Mon, Nov 25	
M. Reed, E. Engstrom 1:1 every other week	9:00 AM – 9:30 AM	
DCA Office Scrum	9:30 AM – 10:00 AM	
Director's Office Scrum	10:00 AM – 10:30 AM	
S. Baraso, E. Engstrom 1:1 weekly	10:30 AM – 11:00 AM	
Go over budget concept forms (M. Cummings. E. Engstrom)	11:00 AM – 11:30 AM	
H. Dashiell/E. Engstrom 1:1 weekly	11:30 AM – 12:00 PM	
V. Satterfield, E. Engstrom 1:1 weekly	2:00 PM – 2:30 PM	
Council filing training (J. Ocken, E. Engstrom, A. Portz)	2:30 PM – 3:00 PM	
PCEF Briefing Prep (D. Oliveira, S. Baraso, E. Engstrom)	3:15 PM – 4:00 PM	
A. Portz/ E. Engstrom 1:1 weekly	4:00 PM – 4:30 PM	
Expo mtg. (P. Slyman, E. Engstrom)	4:30 PM – 5:00 PM	

	Tue, Nov 26	
P. Diefenderfer, E. Engstrom 1:1 weekly	1:00 PM – 2:00 PM	
E. Engstrom office hours – B. Spencer-Hartle	2:00 PM – 2:15 PM	
E. Engstrom office hours – A. Moulton	2:30 PM – 2:45 PM	
Mayor-elect Development Projects Briefing - 1 of 2 (in person) D. Oliveira, K. Wilson, S. Flaherty Betin, L Abuaf, E. Engstrom)	3:00 PM – 4:00 PM	



Wed, Nov 27

S. Kumar/E. Engstrom 1:1 weekly	9:00 AM – 10:00 AM
E. Polk, E. Engstrom 1:1 bi-weekly mtg.	10:00 AM – 10:30 AM
Lunch	12:00 PM – 12:30 PM
M. Cummings/E. Engstrom 1:1 Biweekly	12:30 PM – 1:00 PM
Internal Budget Planning Meetings (M. Cummings, J. Yang, E. Engstrom)	2:00 PM – 3:00 PM
K. Martin, E. Engstrom 1:1 bi-weekly	3:00 PM – 3:30 PM
E. Engstrom, D. Oliveira, 1:1 weekly	3:30 PM – 4:00 PM



Thanksgiving

Thu, Nov 28



Friday after Thanksgiving Day

Fri, Nov 29



Mayor-elect Portland Clean Energy Fund (PCEF) Briefing (in person)	Mon, Dec 2	8:00 AM – 9:00 AM
Check in on ROW code amendment (M. Grumm, A. Bejarano, A. Speer, S. Kumar, E. Engstrom)		9:00 AM – 9:30 AM
DCA Office Scrum		9:30 AM – 10:00 AM
Director's Office Scrum		10:00 AM – 10:30 AM
H. Dashiell/E. Engstrom 1:1 weekly		10:30 AM – 11:00 AM
12/4 Council - PCEF CIP Amendment dry run		12:30 PM – 1:00 PM
S. Baraso, E. Engstrom 1:1 weekly		1:00 PM – 1:30 PM
EOA EOW monthly check-in (E. Engstrom, P. Diefenderfer, T. Armstrong)		2:00 PM – 2:30 PM
A. Jacob, E. Engstrom bi-weekly mtg.		2:30 PM – 3:00 PM
V. Satterfield, E. Engstrom 1:1 weekly		3:00 PM – 3:30 PM
ROW Code Presentation Run-Through (E. Engstrom, M. Reed, S. Kumar, A. Speer)		3:30 PM – 4:00 PM
MHCRC forecast review (D. Imaralu, S. Kumar, M. Cummings, E. Engstrom)		4:00 PM – 4:30 PM



Tue, Dec 3

MEET: Cmr. Rubio/Int Dir. Engstrom, Bureau of Planning & Sustainability (BPS), bi-weekly	9:00 AM – 9:15 AM
BPS Leadership Mtg - every 2 weeks	10:00 AM – 11:00 AM
P. Diefenderfer, E. Engstrom 1:1 weekly	11:00 AM – 12:00 PM
MHCRC Future Scenarios - Work Session	1:00 PM – 3:00 PM
NRSD debrief	3:00 PM – 3:30 PM
Review grant concept (L. Zimmerman, E. Polk, P. Chism- Winfield, E. Engstrom)	4:00 PM – 4:45 PM



Wed, Dec 4

P. Diefenderfer/E. Engstrom check in	8:15 AM – 8:45 AM
Council Pre-Gavel Remembrance of Bob Sallinger	9:30 AM – 9:55 AM
Internal Services	10:00 AM – 11:00 AM
ROW Code Council	3:00 PM – 4:30 PM



Thu, Dec 5

Collaborating for Climate Action proposal scores (S. Baraso, J. Valdez, E. Engstrom, D. Oliveira)	9:00 AM – 10:00 AM
All Planners Monthly Mtg	10:00 AM – 11:00 AM
Planning & Development Directors Meeting	11:00 AM – 12:30 PM
Lunch	12:30 PM – 1:00 PM
Weekly Budget Strategy Meeting (M. Cummings, J. Yang, E. Engstrom)	1:00 PM – 2:00 PM
J. Ocken/E. Engstrom 1:1 bi- weekly	2:00 PM – 2:30 PM
PCEF forecast review (E. Engstrom, M. Cummings, S. Baraso, J. Ford)	3:00 PM – 3:30 PM



Fri, Dec 6

M. Reed, E. Engstrom 1:1 every other week	9:30 AM – 10:00 AM
BPS / Prosper monthly check-in	10:00 AM – 11:00 AM
SWMF forecast review (E. Polk, J. Yang, M. Cummings, E. Engstrom)	11:00 AM – 11:30 AM
Lunch	11:30 AM – 12:00 PM
E. Engstrom, D. Oliveira, 1:1 weekly	12:00 PM – 1:00 PM

MEET: County / City Executive	1:00 PM – 1:30 PM
Check in (Sara)	
CEDSA Kitchen Cabinet	1:00 PM – 2:00 PM
Mayor-elect Development	3:00 PM – 4:00 PM
Projects Briefing - 2 of 2 (in person)	



Mon, Dec 9

DCA Office Scrum	9:30 AM – 10:00 AM
Director's Office Scrum	10:00 AM – 10:30 AM
A. Portz/ E. Engstrom 1:1 weekly	10:30 AM – 11:00 AM
H. Dashiell/E. Engstrom 1:1 weekly	11:30 AM – 12:00 PM
Community & Economic Development Service Area Town Hall	1:00 PM – 2:30 PM
M. Cummings/E. Engstrom 1:1 biweekly	2:30 PM – 3:00 PM
S. Baraso, E. Engstrom 1:1 weekly	3:30 PM – 4:00 PM
V. Satterfield, E. Engstrom 1:1 weekly	4:00 PM – 4:30 PM



Tue, Dec 10

BPS Exec Team Mtg (every 4 weeks)	10:00 AM – 10:30 AM
Metro/MERC regarding Expo vision	10:30 AM – 11:30 AM
Dry Run - Climate Strategic Plan (A. Jacob, V. Satterfield, B. Wineman, E. Engstrom)	2:00 PM – 2:30 PM
F. Johnson/E. Engstrom 1:1 Bi-weekly	4:00 PM – 4:30 PM
PCEF Committee Meeting	6:00 PM – 8:30 PM



Wed, Dec 11

PCEF call (E. Engstrom, D. Oliveira, S. Baraso)	7:00 AM – 7:15 AM
PCEF Committee Meeting	8:00 AM – 8:30 AM
City Council Meeting - December 11, 2024, 9:30 a.m.	9:30 AM – 2:00 PM
MPAP	10:30 AM – 11:00 AM
S. Kumar/E. Engstrom 1:1 weekly	2:30 PM – 3:00 PM
K. Martin, E. Engstrom 1:1 bi-weekly	3:00 PM – 3:30 PM
MPAC (via Zoom)	5:00 PM – 7:00 PM



Thu, Dec 12

P. Diefenderfer, E. Engstrom 1:1 weekly	9:00 AM – 9:30 AM
All-Staff Meeting	9:30 AM – 11:00 AM
Monthly ELT meeting	11:30 AM – 1:00 PM
BPS Climate Team Strategy Workshop	12:00 PM – 4:30 PM



Fri, Dec 13

BPS/PP&D monthly check-in	9:00 AM – 10:00 AM
Sobering center and zoning briefing (K. Tallant, E. Engstrom, M. Wickstrom)	10:00 AM – 10:30 AM
A. Jacob, E. Engstrom bi-weekly mtg.	10:30 AM – 11:00 AM
E. Engstrom, D. Oliveira, 1:1 weekly	11:00 AM – 12:00 PM
Weekly Budget Strategy Meeting (M. Cummings, J. Yang, E. Engstrom)	12:30 PM – 1:00 PM
budget development and template FAQ_BPS internal/business services (J. Yang, M. Cummings, E. Engstrom)	1:00 PM – 1:30 PM
CEDSA Kitchen Cabinet	1:30 PM – 2:30 PM
E. Polk, E. Engstrom 1:1 bi-weekly mtg.	2:30 PM – 3:00 PM



Mon, Dec 16

DCA Office Scrum	9:30 AM – 10:00 AM
Director's Office Scrum	10:00 AM – 10:30 AM
M. Reed, E. Engstrom 1:1 every other week	10:30 AM – 11:00 AM
H. Dashiell/E. Engstrom 1:1 weekly	11:30 AM – 12:00 PM
S. Baraso, E. Engstrom 1:1 weekly	1:00 PM – 1:30 PM
A. Portz/ E. Engstrom 1:1 weekly	1:30 PM – 2:00 PM
V. Satterfield, E. Engstrom 1:1 weekly	2:00 PM – 2:30 PM

Tue, Dec 17

PCEF CFCA presentation run-through (S. Baraso, E. Engstrom, M. Reed)	9:30 AM – 10:00 AM
BPS Leadership Mtg - every 2 weeks	10:00 AM – 11:00 AM
P. Diefenderfer, E. Engstrom 1:1 weekly	11:00 AM – 12:00 PM
Management Team Meeting	1:00 PM – 1:55 PM
PBOT/BPS Monthly Meeting	3:00 PM – 4:00 PM



Wed, Dec 18

Audit findings/response letter (E. Engstrom, S. Kumar, D. Imaralu, R. Gibbons)	8:30 AM – 9:00 AM
S. Kumar/E. Engstrom 1:1 weekly	9:00 AM – 10:00 AM
Zenith Energy Briefing - Option 2	10:00 AM – 11:00 AM
Planning Managers PLUS	11:00 AM – 12:00 PM
Sites mtg. (D. Zallow, G. Hockert, E. Engstrom)	1:00 PM – 2:00 PM
City Council Meeting - December 18, 2024, 2:00 p.m.	2:00 PM – 5:00 PM



Thu, Dec 19

F. Johnson/E. Engstrom 1:1 Bi-weekly	9:30 AM – 10:00 AM
All Planners Monthly Mtg	10:00 AM – 11:00 AM
J. Ocken/E. Engstrom 1:1 bi-weekly	11:00 AM – 11:30 AM
Weekly Budget Strategy Meeting (M. Cummings, J. Yang, E. Engstrom)	1:00 PM – 2:00 PM



Fri, Dec 20

Community & Economic Development OGR Monthly	9:00 AM – 9:55 AM
Budget review: climate + energy (A. Jacob, E. Engstrom)	10:30 AM – 11:00 AM
E. Engstrom, D. Oliveira, 1:1 weekly	11:30 AM – 12:00 PM
Mayor-elect Climate Briefing	12:00 PM – 1:00 PM
CEDSA Directors	1:30 PM – 2:30 PM
CEDSA Communicators Kickoff Meeting	2:30 PM – 3:30 PM

Mon, Dec 23

E. Polk, E. Engstrom 1:1 bi-weekly mtg.	10:30 AM – 11:00 AM
H. Dashiell/E. Engstrom 1:1 weekly	11:30 AM – 12:00 PM
A. Jacob, E. Engstrom bi-weekly mtg.	12:30 PM – 1:00 PM
Budget preview (E. Polk, E. Engstrom)	3:00 PM – 3:25 PM

Tue, Dec 24

Eric Engstrom office hours – E. Livingstone	2:00 PM – 2:15 PM
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**Eric Engstrom office hours – D.
Dulken**

2:30 PM – 2:45 PM



Christmas Day

Wed, Dec 25



Thu, Dec 26

**C. Ghan, E. Engstrom / BPS
monthly check-in**

11:00 AM – 11:30 AM

A. Portz/ E. Engstrom 1:1 weekly

11:30 AM – 12:00 PM

S. Kumar/E. Engstrom 1:1 weekly

12:30 PM – 1:00 PM



Fri, Dec 27

**E. Engstrom, D. Oliveira, 1:1
weekly**

1:30 PM – 2:30 PM

**Short budget call (M. Cummings,
E. Engstrom)**

3:00 PM – 3:30 PM



Eric Vacation

Mon, Dec 30 to Tue, Dec 31
