

January 2024

▲ Mon, Jan 1

▲ Tue, Jan 2

▲ Wed, Jan 3

- 9:30 AM – 12:30 PM City Council
 - 10:30 AM – 11:00 AM CFO Thomas Lannom and Hayley Blonsley Check In
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▲ Thu, Jan 4

- 8:30 AM – 9:00 AM CAO Mike Jordan & CFO Thomas Lannom / check-in
 - 11:00 AM – 11:25 AM Meet: UFSWQD/Levee Ready Legislation
 - 11:30 AM – 11:40 AM CFO Thomas Lannom and Aaron Rivera Check In
 - 2:30 PM – 3:00 PM CFO Thomas Lannom /City Treasurer Meeting
 - 3:00 PM – 3:30 PM CFO Thomas Lannom /Risk Manager Meeting
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▲ Fri, Jan 5

- 9:00 AM – 10:30 AM Finance Review Team - VDF
 - 10:30 AM – 11:00 AM Exceptions Discussion
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▲ Mon, Jan 8

▲ Tue, Jan 9

- 10:00 AM – 10:30 AM CFO Thomas Lannom /Revenue Director Meeting
 - 2:30 PM – 3:00 PM Thomas/Tyler Check In
 - 3:00 PM – 3:15 PM Check-In CFO Thomas Lannom /BPS Directors
 - 3:30 PM – 4:00 PM CFO / BusOps
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▲ Wed, Jan 10

- 9:30 AM – 12:30 PM City Council
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▲ Thu, Jan 11

- 11:30 AM – 1:00 PM Thursday ELT
 - 2:00 PM – 3:00 PM BRFS Division Managers Meeting
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▲ Fri, Jan 12

▲ Mon, Jan 15

▲ **Tue, Jan 16**

- 10:00 AM – 10:30 AM CFO Thomas Lannom /Controller Meeting
- 11:00 AM – 12:00 PM Tuesday Chiefs
- 4:00 PM – 4:30 PM Bureau Director meeting

▲ **Wed, Jan 17**

- 8:30 AM – 9:00 AM Budget for Supplier Manager discussion
- 9:30 AM – 12:30 PM City Council: Resolution for City Attorney Authorization
- ▨ 10:00 AM – 11:30 AM BTS Technology Partner Group - 2024 Series
- 1:00 PM – 1:55 PM Deputy Directors

▲ **Thu, Jan 18**

- 9:30 AM – 10:00 AM FY24 Budget Note/FY25 Budget Memo 2 Key Financial Issues
- ▨ 11:00 AM – 11:30 AM Managed Payments Readiness for Leaders
- 1:00 PM – 1:30 PM Debt Management Check-In
- 2:30 PM – 3:00 PM CFO Thomas Lannom /City Treasurer Meeting
- 3:00 PM – 3:30 PM CFO Thomas Lannom /Risk Manager Meeting

▲ **Fri, Jan 19**

- 9:00 AM – 10:30 AM Finance Review Team - VDF
- 10:30 AM – 10:40 AM CAO Michael Jordan /CFO Thomas Lannom Meeting

▲ **Mon, Jan 22**

- 9:00 AM – 11:00 AM Service Area Budget Development
- 3:00 PM – 4:00 PM OMF Budget Advisory Committee FY24/25
- 4:30 PM – 6:30 PM Technology Oversight Committee

▲ **Tue, Jan 23**

- 10:00 AM – 10:30 AM CFO Thomas Lannom /Revenue Director Meeting
- 10:30 AM – 10:45 AM CFO Thomas Lannom and Carrie Belding Check In
- 1:30 PM – 1:45 PM CAOMichael Jordan & Thomas Lannom check-in
- 2:00 PM – 3:00 PM LMC Meeting
- 3:00 PM – 4:00 PM Portland Metropolitan Levee System (PMLS)
- 4:00 PM – 4:30 PM CFO Thomas Lannom /Revenue Director Meeting

▲ **Wed, Jan 24**

- 9:30 AM – 12:30 PM City Council
 - 11:00 AM – 11:30 AM Check in City/County CFOs
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▲ **Thu, Jan 25**

- 9:30 AM – 10:30 AM P-card Policy Review
 - 10:30 AM – 11:00 AM HR Check-In
 - 11:30 AM – 1:00 PM Thursday ELT
 - 1:00 PM – 2:00 PM Spectator Venues Program Financial Advisory Group (Quarterly)
 - 2:00 PM – 3:00 PM BRFS Division Managers Meeting
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▲ **Fri, Jan 26**

- 9:00 AM – 10:30 AM Finance Review Team - VDF
 - 5:30 PM – 7:00 PM Server Patch Fridays
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▲ **Mon, Jan 29**

- 10:30 AM – 11:00 AM CFO Thomas Lannom /HR Meeting
 - 3:00 PM – 3:30 PM Managed Payments Daily Deskside support standup
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▲ **Tue, Jan 30**

- 9:30 AM – 11:30 AM Grants Management Council Work Session
 - 10:00 AM – 11:00 AM BFM Office Hours
 - 10:00 AM – 3:00 PM In Person Revenue Leadership Training
 - 1:00 PM – 2:00 PM Pcard Policy Review
 - 2:30 PM – 2:45 PM CAO Michael Jordan & CFO Thomas Lannom check-in
 - 3:00 PM – 3:30 PM Managed Payments Daily Deskside support standup
 - 4:00 PM – 4:30 PM CFO Thomas Lannom / Audit Manager Meeting
 - 4:30 PM – 5:00 PM CFO Thomas Lannom / Revenue Director Meeting
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▲ **Wed, Jan 31**

- 9:30 AM – 12:30 PM City Council
 - 3:00 PM – 3:30 PM Managed Payments Daily Deskside support standup
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February 2024

▲ **Thu, Feb 1**

- 9:00 AM – 9:20 AM Lagoon Monofill
 - ▨ 10:00 AM – 11:00 AM BFM Office Hours
 - 2:00 PM – 5:00 PM Natural Resources and Vibrant Communities Budget Work Session
 - 2:30 PM – 3:00 PM CFO Thomas Lannom /City Treasurer Meeting
 - 3:00 PM – 3:30 PM CFO Thomas Lannom /Risk Manager Meeting
 - 3:30 PM – 4:30 PM Pcard Policy Review
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▲ **Fri, Feb 2**

- 9:00 AM – 10:30 AM Finance Review Team - VDF
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▲ **Mon, Feb 5**

- 9:00 AM – 10:00 AM 2/15 Council Budget Work Session Prep
 - 11:00 AM – 11:30 AM Stratford Villa Properties / Henry Ritz
 - 11:30 AM – 12:00 PM Introduction
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▲ **Tue, Feb 6**

- ▨ 9:00 AM – 10:00 AM BRFS Diversity and Equity Committee
 - ▨ 9:00 AM – 11:00 AM In Person: Revenue Everywhere All At Once - Operational Calendar v2
 - 9:00 AM – 12:00 PM Public Safety Budget Work Session
 - 10:00 AM – 10:30 AM CFO Thomas Lannom /Revenue Director Meeting
 - 1:45 PM – 2:00 PM Check In on PCard Question
 - 4:00 PM – 4:30 PM Procurement Services
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▲ **Wed, Feb 7**

- 9:30 AM – 12:30 PM City Council
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▲ **Thu, Feb 8**

- ▨ 9:15 AM – 3:00 PM In-person: Revenue All Meeting
 - 10:00 AM – 10:30 AM Policy Discussion (CFO Thomas Lannom & City Attorney)
 - 11:30 AM – 1:00 PM Thursday ELT
 - 2:00 PM – 5:00 PM Public Works Budget Work Session
 - 2:45 PM – 4:15 PM OMF Budget Advisory Committee FY24/25
 - 4:30 PM – 5:00 PM CFO Thomas Lannom /Controller Meeting
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▲ **Fri, Feb 9**

- 10:30 AM – 11:30 AM 2/16 Rating Call Prep Meeting

- 12:00 PM – 1:00 PM PCEF Interest Redirect Proposal
- 4:15 PM – 4:45 PM CAO Michael Jordan & CFO Thomas Lannom check-in

▲ **Mon, Feb 12**

- All Day Out of Office

▲ **Tue, Feb 13**

- 9:00 AM – 12:00 PM Community and Economic Development Budget Work Session
- 4:00 PM – 4:30 PM Tuesday ELT

▲ **Wed, Feb 14**

- 9:30 AM – 12:30 PM City Council

▲ **Thu, Feb 15**

- 9:30 AM – 12:00 PM Budget & Finance, City Operations, and City Administrator Budget Work Session
- 12:00 PM – 12:30 PM CFO Thomas Lannom /City Treasurer Meeting

▲ **Fri, Feb 16**

- 9:15 AM – 9:30 AM CFO Thomas Lannom /Audit Manager Meeting
- 10:30 AM – 12:00 PM Hold: Portland, OR - Moody's Rating Call - 2024AB LTRBs

▲ **Mon, Feb 19**

▲ **Tue, Feb 20**

- 8:15 AM – 8:45 AM Succession w/Theresa Green
- 9:00 AM – 9:30 AM Succession w/Jeff Blade
- 9:30 AM – 10:00 AM CFO Thomas Lannom /Revenue Director Meeting
- 10:00 AM – 10:05 AM CFO Thomas Lannom & City Attorney Meeting
- 10:30 AM – 11:00 AM CFO Thomas Lannom & Jillian Schoene
- 11:30 AM – 12:00 PM Tuesday Chiefs (shortened to accommodate work session)
- 1:00 PM – 1:30 PM Succession w/Rick Knostman
- 1:30 PM – 2:00 PM Succession w/Kelly Davis-McKernan
- 2:00 PM – 2:30 PM Succession w/Cathleen Massier
- 2:30 PM – 3:00 PM CFO Thomas Lannom & City Attorney Meeting
- 3:00 PM – 3:30 PM Succession w/James Moering

■ 4:00 PM – 4:30 PM Succession w/Katheen Brenes-Morua

▲ **Wed, Feb 21**

9:30 AM – 12:30 PM City Council

▲ **Thu, Feb 22**

■ 11:30 AM – 1:30 PM Peer Panel and Workshop: DCA Office Composition and Leadership Roles

■ 1:30 PM – 2:00 PM Debt Management Check-In

■ 2:00 PM – 2:30 PM Succession w/Jess Cline

■ 2:00 PM – 5:00 PM City Administrator Budget Work Session

■ 2:30 PM – 3:00 PM CFO Thomas Lannom / Deputy Controller Meeting

■ 3:00 PM – 3:30 PM Succession w/Cary Watters

▲ **Fri, Feb 23**

■ 9:00 AM – 9:30 AM CFO Thomas Lannom/BES Accounting Supervisor Meeting

5:30 PM – 7:00 PM Server Patch Fridays

▲ **Mon, Feb 26**

■ 4:30 PM – 6:30 PM Technology Oversight Committee

▲ **Tue, Feb 27**

■ 10:00 AM – 10:25 AM Personnel Update

■ 11:00 AM – 11:30 AM CFO Thomas Lannom / HR Meeting

■ 1:00 PM – 2:00 PM PCEF Interest

■ 3:00 PM – 3:30 PM PCEF check-in (T. Lannom, D. Oliveira, T. Wallace, S. Moede) K. McGair, S. Baraso)

■ 4:00 PM – 4:30 PM Tuesday ELT

■ 4:30 PM – 5:00 PM CFO Thomas Lannom / Attorney Meeting

▲ **Wed, Feb 28**

9:30 AM – 12:30 PM City Council

■ 10:00 AM – 10:30 AM CFO Thomas Lannom / Hayley Blonsley Meeting

■ 3:00 PM – 4:00 PM City Council Time Certain - DBI Credit Expansion

▲ **Thu, Feb 29**

■ 10:00 AM – 10:30 AM CFO Thomas Lannom / Accounting Supervisor Meeting

■ 10:30 AM – 11:00 AM CFO Thomas Lannom / BES Accounting Supervisor Meeting

- 11:00 AM – 11:30 AM PCEF Interest Earnings
- 12:00 PM – 12:30 PM Check in
- 1:30 PM – 2:00 PM COEP
- 2:30 PM – 3:00 PM CFO THOMAS LANNOM /City Treasurer Meeting
- 3:00 PM – 3:30 PM CFO THOMAS LANNOM /Risk Manager Meeting
- 3:30 PM – 4:00 PM CFO Thomas Lannom /Accounting Supervisor Meeting
- 4:00 PM – 4:30 PM CFO Thomas Lannom /Procurement Manager II Meeting

March 2024

▲ Fri, Mar 1

▲ Mon, Mar 4

- 9:30 AM – 10:30 AM OMF Leadership Team
- ▨ 1:00 PM – 3:00 PM Agenda for NCAA Women's Regionals Planning Session

▲ Tue, Mar 5

- ▨ 9:00 AM – 10:00 AM BRFS Diversity and Equity Committee

▲ Wed, Mar 6

- 9:30 AM – 12:30 PM City Council

▲ Thu, Mar 7

- 9:30 AM – 10:00 AM CFO Thomas Lannom /CPO Standing Meeting
- 11:00 AM – 11:30 AM Procurement Team Meetings
- 1:00 PM – 1:15 PM Diversity Conference
- 4:30 PM – 5:00 PM CFO Thomas Lannom /Revenue Director Meeting

▲ Fri, Mar 8

- 8:30 AM – 9:30 AM VDF Board Meeting (In-Person)

▲ Mon, Mar 11

- 9:30 AM – 10:00 AM BRFS GF - Spring BMP

▲ Tue, Mar 12

- 9:00 AM – 12:00 PM Joint City-County Work Session

▲ **Wed, Mar 13**

- 9:30 AM – 9:45 AM City Council Recognition - Pre-gavel event
- 9:30 AM – 10:00 AM Pre-Gavel Event Login Link
- 9:30 AM – 12:30 PM City Council

▲ **Thu, Mar 14**

- 10:30 AM – 11:30 AM Thursday Chiefs
- 10:45 AM – 11:15 AM Join Chiefs at 10:45
- 11:30 AM – 1:00 PM Thursday ELT
- ▨ 2:00 PM – 2:30 PM Spring BMP Kickoff
- 2:30 PM – 3:00 PM CFO Thomas Lannom /City Treasurer Meeting
- 3:00 PM – 3:30 PM CFO Thomas Lannom /Risk Manager Meeting
- 3:30 PM – 4:00 PM STR Enforcement/Tax Question
- 4:15 PM – 4:45 PM mc2 Ariba QA Consultant

▲ **Fri, Mar 15**

- 9:00 AM – 9:15 AM IGA

▲ **Mon, Mar 18**

- 10:30 AM – 10:55 AM Risk Origami Project
- 11:00 AM – 11:15 AM CFO Thomas Lannom /County CFO Meeting

▲ **Tue, Mar 19**

- 10:00 AM – 10:30 AM CFO Thomas Lannom /Revenue Director Meeting
- 10:00 AM – 10:30 AM Reminder about TLT Forecast
- 10:30 AM – 11:00 AM Discuss Exceptions
- ▨ 11:00 AM – 12:00 PM Spring BMP Office Hours
- 2:00 PM – 3:00 PM Pcard Policy Update, Meeting 4
- 3:00 PM – 4:00 PM Charter Transition Town Hall
- 4:00 PM – 4:30 PM Tuesday ELT

▲ **Wed, Mar 20**

- 9:30 AM – 12:30 PM City Council
- ▨ 1:00 PM – 2:00 PM Spring BMP Office Hours
- 3:30 PM – 4:30 PM Hold

▲ **Thu, Mar 21**

- 9:00 AM – 10:00 AM Charter Transition Town Hall
- 10:00 AM – 10:30 AM CFO Thomas Lannom /CPO Standing Meeting
- 10:30 AM – 11:00 AM CFO Thomas Lannom /Controller Standing Meeting
- 12:00 PM – 1:00 PM Mike J & Thomas Lannom - Lunch
- 1:30 PM – 2:30 PM Pre-Closing 2024AB
- 3:00 PM – 3:30 PM CFO Thomas Lannom /M. Kirby Meeting
- 4:00 PM – 4:30 PM Bond Ratings

▲ **Fri, Mar 22**

- 9:00 AM – 9:30 AM Bond Rating

▲ **Mon, Mar 25**

- All Day LMBAC - need to schedule for Spring BuMP
- 12:00 PM – 12:30 PM PCEF discussion

▲ **Tue, Mar 26 – March 29**

- All Day Out of Office/Vacation
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