

October 2025

▲ **Wed, Oct 1**

9:30 AM – 12:30 PM City Council Meeting

▲ **Thu, Oct 2**

10:30 AM – 11:00 AM Director/Audit & Accounting Manager
1:00 PM – 1:30 PM Director/BSD Manager
1:30 PM – 2:00 PM Director/Tax Division Manager
2:30 PM – 3:00 PM Auditor Work Location Status Discussion

▲ **Fri, Oct 3**

10:00 AM – 11:30 AM Webinar: Using Digital Interviewing to Improve Candidate Experience

▲ **Mon, Oct 6**

9:30 AM – 11:30 AM Transportation and Infrastructure Comm Meeting
10:00 AM – 11:05 AM Webinar: Best Practices to Manage Your Multistate Payroll

1:00 PM – 1:45 PM analysis for utility fee
2:30 PM – 4:30 PM Governance Committee Meeting
4:15 PM – 5:00 PM MEET: Kanal Delivery Fees Budget Note

▲ **Tue, Oct 7**

9:30 AM – 11:30 AM Arts and Economy Committee Meeting
10:00 AM – 11:05 AM Webinar: Best Practices for Giving Powerful Presentations to Management

12:00 PM – 2:00 PM Homelessness and Housing Committee Meeting
2:30 PM – 4:30 PM Community and Public Safety Committee Meeting

▲ **Wed, Oct 8**

9:30 AM – 11:30 AM Establish a charge to fund City payment of the Flood Safety Benefit Fee to the Urban Flood Safety and Water Quality District

9:30 AM – 12:30 PM City Council Meeting

▲ **Thu, Oct 9**

9:00 AM – 9:30 AM Vacancy Discussion
9:30 AM – 11:30 AM Climate Resilience and Land Use Cmttee Mtg
10:00 AM – 11:05 AM Webinar: Sales Compensation Plan Design
11:00 AM – 12:15 PM M2 Interviews
11:30 AM – 1:00 PM Monthly ELT meeting
12:00 PM – 2:00 PM Labor and Workforce Dev Cmttee Mtg
12:30 PM – 12:35 PM PBOT/Revenue Check In

1:00 PM – 1:30 PM	Director/BSD Manager
2:00 PM – 2:30 PM	Director/Audit & Accounting Manager
2:00 PM – 4:30 PM	City Council Executive Session
3:00 PM – 4:00 PM	R5 Steering Cmttee Meeting

▲ **Fri, Oct 10**

12:00 PM – 12:30 PM	MEET - Targeted Tax Proposals (Team Dunphy and Budget & Finance Leadership)
12:00 PM – 1:00 PM	Follow-up: PBOT Alternative Funding Strategy

▲ **Mon, Oct 13**

4:00 PM – 4:30 PM	City Leadership Situational Awareness & Coordination Call - October 18 Event
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▲ **Tue, Oct 14**

10:00 AM – 11:05 AM	Webinar: Employer's Guide to Employment-Based Green Cards
11:00 AM – 11:30 AM	PBOT/Revenue Check In
2:00 PM – 3:00 PM	Funding Alternatives Core Team

▲ **Wed, Oct 15**

10:00 AM – 11:30 AM	BTS Technology Partner Group - 2025 Series
1:30 PM – 3:00 PM	Parks Levy Tax Supervising & Conservation Commission Public Hearing
6:00 PM – 9:00 PM	City Council Meeting

▲ **Thu, Oct 16**

8:00 AM – End of Day	Out of Office
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▲ **Fri, Oct 17**

All Day	Out of Office
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▲ **Mon, Oct 20**

All Day	Out of Office
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▲ **Tue, Oct 21**

All Day	Out of Office
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▲ **Wed, Oct 22**

All Day	Out of Office
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▲ **Thu, Oct 23**

All Day	Out of Office
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▲ **Fri, Oct 24**

All Day

Out of Office

▲ **Mon, Oct 27**

8:00 AM – 9:00 AM

Go-Live Liens Project

1:00 PM – 1:50 PM

LA/PBOT - Delivery Fee Check in

3:30 PM – 4:00 PM

MIRL

▲ **Tue, Oct 28**

10:00 AM – 12:00 PM

Kickoff for Analyst II & III Classification Reviews

3:30 PM – 4:00 PM

Revenue AP 3 Check-in

▲ **Wed, Oct 29**

9:30 AM – 12:30 PM

City Council Meeting

10:00 AM – 11:00 AM

Risk Meeting - Imaging and Remittance Project Series

11:30 AM – 1:00 PM

Soup, Salad, Dessert Potluck

1:00 PM – 2:00 PM

Canceled: Deputy Directors Meeting

▲ **Thu, Oct 30**

9:30 AM – 12:30 PM

City Council Work Session

10:00 AM – 11:00 AM

Hybrid Staff Issue

10:00 AM – 11:05 AM

Webinar: The Fundamentals of Supplemental Pay Under the FLSA

11:30 AM – 1:00 PM

Soup, Salad, Dessert Potluck

1:30 PM – 2:00 PM

Director/Tax Division Manager

2:00 PM – 2:30 PM

Director/Audit & Accounting Manager

2:00 PM – 4:00 PM

City Council Meeting

4:00 PM – 4:30 PM

Thomas / Jonas

▲ **Fri, Oct 31**

11:00 AM – 12:00 PM

PFA IGA Conversation Continued

5:00 PM – 5:30 PM

Thomas Backup Closer Pay Week

5:30 PM – 7:00 PM

Server Patch Fridays

November 2025

▲ **Mon, Nov 3**

12:00 PM – 2:00 PM

Finance Committee

▲ **Tue, Nov 4**

9:00 AM – 9:30 AM

Detention Facility Impact Fee Discussion

10:00 AM – 11:05 AM	Webinar: Strategies to Prevent and Avoid Discrimination in the Workplace
12:00 PM – 2:00 PM	Homelessness and Housing Committee
2:00 PM – 3:00 PM	Core Team (transportation funding)
2:30 PM – 4:30 PM	Community and Public Safety Committee

▲ **Wed, Nov 5**

9:00 AM – 9:30 AM	City Situational Awareness Call - Increased Federal Presence
9:30 AM – 12:30 PM	City Council - Detention Facility Fee
2:00 PM – 3:00 PM	City Operations / CFO Office Leadership Teams

▲ **Thu, Nov 6**

9:15 AM – 10:00 AM	Revenue Web Accessibility Charter Review
10:00 AM – 10:30 AM	Tax Policy Discussion
10:00 AM – 11:05 AM	Webinar: Advantages of Letters of Credit vs. Surety Bonds
11:00 AM – 12:00 PM	Liens Project Steering Committee
3:00 PM – 5:00 PM	City Council Executive Session

▲ **Fri, Nov 7**

10:00 AM – 11:30 AM	VDF FRT Meeting
11:30 AM – 12:30 PM	Internal meeting - Detention Facility Impact Fee Prep Meeting
1:00 PM – 2:00 PM	Detention Facility Impact Fee Administration & Council Discussion

▲ **Mon, Nov 10**

9:30 AM – 11:30 AM	Transportation and Infrastructure Cmttee
10:00 AM – 11:05 AM	Webinar: Current Issues in H-1B Visas
12:00 PM – 2:00 PM	Finance Committee Meeting
2:30 PM – 4:30 PM	Governance Cmttee Mtg

▲ **Wed, Nov 12**

9:00 AM – 9:30 AM	Annual Disclosure Awareness Training (Required)
9:30 AM – 12:30 PM	City Council Meeting
1:00 PM – 2:00 PM	Core Team (transportation funding)
4:00 PM – 5:00 PM	Federal Disconnect Discussion with OGR

▲ **Thu, Nov 13**

9:00 AM – 9:30 AM	Check on Status of Implementing Changes to PITs
9:30 AM – 11:30 AM	Climate Resilience and Land Use Cmttee Mtg
10:00 AM – 11:05 AM	Webinar: Creating a Performance Improvement Plan (PIP) That Works
11:00 AM – 11:30 AM	PFA IGA Conversation Continued

11:30 AM – 1:00 PM	Monthly ELT meeting
12:00 PM – 2:00 PM	Labor and Workforce Dev Cmttee Mtg
12:30 PM – 1:00 PM	Portland / State - Federal Tax Code Disconnect
1:00 PM – 2:00 PM	R5 Steering Cmttee Meeting
2:00 PM – 2:30 PM	Director/Audit & Accounting Manager
2:30 PM – 4:30 PM	City Council Work Session

▲ **Fri, Nov 14**

9:10 AM – 9:30 AM	Discuss PIT Staffing
9:30 AM – 10:00 AM	PBOT Alternative Funding Strategy Executive Project Team Bi-weekly Meeting
10:30 AM – 11:15 AM	First Year Free Program
2:30 PM – 3:00 PM	City Leadership Situational Awareness Call - November 22 Event

▲ **Mon, Nov 17**

▲ **Tue, Nov 18**

9:30 AM – 11:30 AM	Arts and Economy Committee Meeting
12:00 PM – 2:00 PM	Homelessness and Housing Committee Meeting
2:00 PM – 3:00 PM	LMC Meeting November
2:30 PM – 4:30 PM	Community and Public Safety Committee Meeting
4:00 PM – 4:50 PM	PBOT Alternative Funding Strategy Executive Project Team Bi-weekly Meeting

▲ **Wed, Nov 19**

11:00 AM – 12:00 PM	Canceled: Risk Meeting - Imaging and Remittance Project Series
6:00 PM – 9:00 PM	Revenue Division Items at City Council NIGHT Meeting

▲ **Thu, Nov 20**

All Day	Out of Office
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▲ **Fri, Nov 21**

All Day	Out of Office
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▲ **Mon, Nov 24**

9:00 AM – 11:30 AM	Project Work
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▲ **Tue, Nov 25**

8:00 AM – 9:00 AM	Thomas/Jonas
10:00 AM – 10:30 AM	Policy-Director Check-In

▲ **Wed, Nov 26**

1:00 PM – 2:00 PM

Canceled: Deputy Directors Meeting

▲ **Thu, Nov 27**

All Day

Holiday - Thanksgiving Day

▲ **Fri, Nov 28**

December 2025

▲ **Mon, Dec 1**

11:00 AM – 12:00 PM

Core Team (transportation funding)

▲ **Tue, Dec 2**

10:00 AM – 11:40 AM

Webinar: Basics of 1099 Reporting: IRS Form 1099, 1099-NEC, and Form 1099-MISC

1:00 PM – 2:00 PM

Executive Team

2:00 PM – 2:30 PM

New Enhanced Services Districts in all Four Council Districts Budget Assessment

4:00 PM – 4:50 PM

PBOT Alternative Funding Strategy Executive Project Team Bi-weekly Meeting

▲ **Wed, Dec 3**

9:30 AM – 5:00 PM

City Council Meeting

▲ **Thu, Dec 4**

9:30 AM – 12:30 PM

City Council Work Session

10:00 AM – 11:00 AM

Webinar: IRS Form 1099, 1099-NEC, and 1099-MISC: Complex Issues and Key Updates

11:30 AM – 12:00 PM

IRS Liaison/Security-Director Check-In

1:00 PM – 1:30 PM

Director/BSD Manager

1:30 PM – 2:00 PM

Director/Tax Division Manager

2:00 PM – 2:30 PM

Director/Audit & Accounting Manager

2:00 PM – 5:00 PM

City Council Work Session

3:00 PM – 4:00 PM

City Operations / CFO Office Leadership Teams

▲ **Fri, Dec 5**

8:00 AM – 5:00 PM

Out of Office

▲ **Mon, Dec 8**

12:00 PM – 2:00 PM

Finance Committee - Appeals Board Appointments

12:00 PM – 2:00 PM

Finance Committee to hear County PFA IGA Amendment

12:00 PM – 2:00 PM Finance Committee Meeting
2:30 PM – 4:30 PM Governance Committee

▲ **Tue, Dec 9**

All Day LMBAC - need to schedule for Winter BuMP
9:30 AM – 11:30 AM Arts and Economy Cmttee Mtg
10:00 AM – 11:05 AM Webinar: Technical Succession Planning
12:00 PM – 2:00 PM Homelessness and Housing Committee Meeting
2:30 PM – 4:30 PM Community and Public Safety Committee

▲ **Wed, Dec 10**

9:30 AM – 12:30 PM City Council vote on New CA
10:00 AM – 11:40 AM Webinar: Tax Planning and Legal Tax Reduction Strategies
11:00 AM – 12:00 PM Canceled: Risk Meeting - Imaging and Remittance Project Series
12:00 PM – 1:00 PM FY 2026-27 Budget development kickoff
3:30 PM – 4:30 PM City Administrator Meet-and-Greet

▲ **Thu, Dec 11**

8:30 AM – 9:00 AM Thomas / Jonas
9:30 AM – 11:30 AM Climate Resilience and Land Use Cmttee Mtg
10:30 AM – 11:00 AM Revenue Diversity Committee
11:30 AM – 1:00 PM Monthly ELT meeting
12:00 PM – 2:00 PM Labor and Workforce Dev Cmttee Mtg
1:00 PM – 1:30 PM Director/BSD Manager
1:30 PM – 2:00 PM Director/Tax Division Manager
2:30 PM – 3:30 PM City Council Executive Session
3:30 PM – 5:30 PM City Council Meeting

▲ **Fri, Dec 12**

▲ **Mon, Dec 15**

9:00 AM – 10:00 AM Atmospheric River Hot Wash
9:30 AM – 11:30 AM Transportation and Infrastructure Cmttee
10:00 AM – 11:00 AM ESD Check in
2:30 PM – 4:30 PM Governance Committee Mtg
3:30 PM – 5:00 PM CFO Advisory Group

▲ **Tue, Dec 16**

9:30 AM – 11:30 AM Arts and Economy Meeting
10:00 AM – 11:40 AM Webinar: Primer on Real Estate Investment Trusts
1:00 PM – 2:00 PM Executive Team
3:00 PM – 4:00 PM Liens Project Steering Committee

4:00 PM – 4:50 PM PBOT Alternative Funding Strategy Executive Project Team Bi-weekly Meeting

▲ **Wed, Dec 17**

10:00 AM – 11:30 AM Nov/Dec BTS Technology Partner Group Meeting
11:00 AM – 12:00 PM Equity in Budgeting | Kick-off
2:00 PM – 3:30 PM City Operations / CFO Office Leadership Teams
6:00 PM – 9:00 PM City Council Meeting

▲ **Thu, Dec 18**

9:00 AM – 10:00 AM Audit of Arts Education and Access Fund-findings briefing
10:00 AM – 10:30 AM Policy-Director Check-In
10:30 AM – 11:00 AM IRS Liaison/Security-Director Check-In
10:30 AM – 11:30 AM City Staff Farewell Reception for City Administrator Michael Jordan
11:00 AM – 12:00 PM R5 Remittance & Imaging Upgrade Post Go Live SC
1:00 PM – 1:30 PM Director/BSD Manager
1:30 PM – 2:00 PM Director/Tax Division Manager
2:00 PM – 2:30 PM Director/Audit & Accounting Manager
2:00 PM – 5:00 PM City Council Meeting

▲ **Fri, Dec 19**

▲ **Mon, Dec 22**

All Day Out of Office

▲ **Tue, Dec 23**

All Day Out of Office

▲ **Wed, Dec 24**

All Day Out of Office

▲ **Thu, Dec 25**

All Day Holiday - Christmas

▲ **Fri, Dec 26**

All Day Out of Office

▲ **Mon, Dec 29**

9:00 AM – 9:30 AM Check CPE Credits
12:00 PM – 12:30 PM Thomas / Jonas
1:00 PM – 1:45 PM Discussion: Chapter 14B.110

▲ Tue, Dec 30

▲ Wed, Dec 31
