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## Esau, Rebecca Calendar

Monday, May 11, 2020 – Sunday, May 17, 2020

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### May 2020

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### May 2020

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#### ▲ Mon, May 11

- 9:30 AM – 10:00 AM Leanne Torgerson (Executive Assistant), Colleen Poole (Customer Services & Outreach Coordinator) meeting
  - 10:00 AM – 10:45 AM Elshad Hajiyev (Deputy Director), Alex Cousins (Communications Manager), Ken Ray (Public Information Officer) re: The City's Communication Structure
  - 11:30 AM – 12:00 PM Bureau of Development Services/Office of Mayor Wheeler - Weekly Check-in
  - 2:00 PM – 3:30 PM Senior Managers Meeting via Zoom
  - 3:45 PM – 4:45 PM Elshad Hajiyev (Deputy Director) one on one
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#### ▲ Tue, May 12

- 9:00 AM – 10:00 AM Kim Tallant (Principal Planner) one on one
  - 10:00 AM – 11:30 AM Safety/Property Compliance Issue
  - 11:30 AM – 12:00 PM Directors: community/economic development (skype)
  - 1:00 PM – 2:00 PM Dora Perry (Equity & Policy Manager) one on one
  - 3:30 PM – 4:00 PM Elshad Hajiyev (Deputy Director), Chloe Massarello (Bureauwide Projects staff), Stephanie Yao Long (Communications staff) re: 360 Committee Update
  - 4:00 PM – 4:15 PM City Bureau Directors Check-in
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#### ▲ Wed, May 13

- 9:00 AM – 9:30 AM Doug Morgan (Plan Review Services Manager) one on one
  - 9:30 AM – 10:00 AM Ross Caron (Bureauwide Projects Manager), Elshad Hajiyev (Deputy Director) one on one
  - 10:00 AM – 11:00 AM Andy Peterson (Special Projects Manager) one on one
  - 2:00 PM – 2:30 PM City Attorney Monthly meeting
  - 2:30 PM – 3:00 PM Beth Benton (Property Compliance Inspection Manager) one on one
  - 3:00 PM – 3:30 PM Elshad Hajiyev (Deputy Director), Priscilla Lim (Technology & Continuous Improvement Services Manager) meeting
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▲ **Thu, May 14**

- 9:00 AM – 9:30 AM Leanne Torgerson (Executive Assistant), Colleen Poole (Customer Service & Outreach Coordinator) meeting
  - 9:30 AM – 9:45 AM Emily Sandy (Code & Policy Development) one on one
  - 10:00 AM – 10:30 AM Doug Morgan (Plan Review Services Manager) re: new permitting process and Delaris
  - 10:30 AM – 12:00 PM May Planning & Development Directors Meeting
  - 1:00 PM – 2:00 PM Building Official's Meeting
  - 3:15 PM – 4:00 PM Elshad Hajiyev (Deputy Director) Check in
  - 4:30 PM – 5:00 PM David Kuhnhausen (Permitting Services Manager) one on one
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▲ **Fri, May 15**

- 8:30 AM – 5:30 PM Furlough
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