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## Memorandum

TO: HONORABLE MAYOR AND  
CITY COUNCIL

FROM: Tom Manheim

SUBJECT: Change of the City's Web  
Uniform Resource Locator (url)

DATE: 08-04-03

Approved

*Deanna J. J. J.*

Date

8-5-03

### INFORMATION

For some time, the City has been seeking a new web address, known as a uniform resource locator (url), for our Internet website—one that would be easier to remember than the current [www.san-jose.ca.us](http://www.san-jose.ca.us) address. In May of this year, the City was informed that our request for [www.sanjoseca.gov](http://www.sanjoseca.gov), had been approved and placed on active status. The process of transitioning all email and websites to the new web address will take several months. However, once we have completed the transition, it will allow the City to:

- Have a more marketable and easy to remember web address/presence;
- Identify the City as a government agency, and
- Implement a simpler e-mail address for all City employees.

Effective August 1, 2003, the City's main web site has been moved to the new url address. When Internet visitors go to the old web address, [www.ci.san-jose.ca.us](http://www.ci.san-jose.ca.us), they will automatically be forwarded to the new address.

It is important to note that currently, the City's main web site is the only location where the change has been implemented. Since the City owns both url's, the City had the ability to maintain both url's during the transition process. The Information Technology department will be working closely with all the City departments to transition their web sites over the next two months.

It should be noted that the change for e-mail addresses has also not yet been implemented. Once the new address is implemented, all City staff will continue to receive e-mail sent to their old address but all sent mail, including replies, would automatically contain the new address. Our expectation is that the migration for the e-mail addresses will occur during the month of September, with a "go-live" date of October 1, 2003. Please be assured there is no risk of losing e-mails during this transition.

Honorable Mayor and City Council

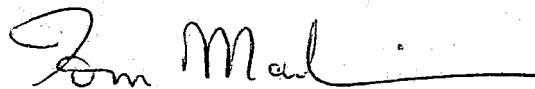
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In all cases, the old web and email addresses will continue to work seamlessly, which will allow everyone in the City organization to use existing stationary and business cards until they have been consumed. If existing supplies run out before the transition is completed in October, please continue to use the old web and email address information for your reorder and limit the size of your order to a small quantity.

This is a very exciting opportunity for the City of San José. If you have any questions, please feel free to contact me.

A handwritten signature in black ink that reads "Tom Manheim". The signature is fluid and cursive, with a long horizontal stroke at the end.

TOM MANHEIM  
Public Outreach Manager