



COUNCIL AGENDA: 06-08-10

ITEM: 2.17

Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Lee Price, MMC
City Clerk

SUBJECT: PUBLIC CALENDARS

DATE: 05-27-10

RECOMMENDATION

As recommended by the Rules and Open Government Committee on May 26, 2010 and outlined in the attached memo previously submitted to the Rules and Open Government Committee:

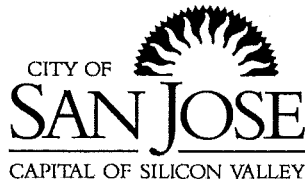
- (a) Accept the report on compliance with Open Government requirements for posting of public calendars by City officials on the City's website; and
- (b) Approve the two minor modifications to the calendar disclosure requirements recommended by the Rules and Open Government Committee:
 - (1) Changing the posting deadline time from Noon to 5:00 p.m.; and
 - (2) When the posting deadline falls on a Monday holiday, extending it to the same time on the following day.

ATTACHMENTS

- 1) Calendaring Requirements Revisions
- 2) Memorandum from Director of Communications Tom Manheim to the Rules and Open Government Committee dated May 17, 2010

4.3 Calendars of Certain Officials

- A. The following officials must maintain a calendar: the Mayor, City Councilmembers, Chiefs of Staff (or equivalent regardless of title) for the Mayor and City Councilmembers, City Manager, City Clerk, City Attorney, Executive Director of the San Jose Redevelopment Agency, Airport Director, Budget Director, Chief Development Officer, Emergency Services Director, Environmental Services Director, Fire Chief, Finance Director, General Services Director, Housing Director, Information Technology Director, Library Director, Parks Director, Planning Director, Police Chief, Public Works Director, Retirement Director and Transportation Director.
- B. Calendars must include, at a minimum, all City-related appointments, including regular and special City Council meetings, public events or speaking engagements, meetings with developers, meetings with consultants, meetings with lobbyists, regional meetings, and meetings of subcommittees or task forces. City officials are encouraged to record unscheduled meetings of a material nature with interested parties in any matter coming before a policy body for a vote in which the matter under consideration is discussed.
- C. Each City-related appointment must include the following information: name(s), title(s), affiliated organization(s) and a general statement of the issues discussed. The following information may be exempted:
1. Personal appointments;
 2. Information protected by the attorney-client privilege;
 3. Information about attorney work product;
 4. Information about City staff recruitment;
 5. Information about a personnel issue;
 6. Information about corporate recruiting and retention
 7. Information about criminal investigations and security;
 8. Information about whistle-blowers;
 9. Information about those who may fear retaliation; and
 - 10) Information that is otherwise prohibited from disclosure.
- D. The Mayor, City Councilmembers, Chiefs of Staff (or equivalent regardless of title) for the Mayor and City Councilmembers, City Manager, City Clerk, City Attorney, Executive Director of the San Jose Redevelopment Agency must publish their calendars to the City's website once a week, on Monday, by 4-5 pm, for the previous seven days, except when the deadline falls on a Monday is a holiday. When the deadline for publishing calendars would otherwise fall on a Monday is a holiday, the deadline will be extended by 24 hours, to Tuesday at 5 pm.



Memorandum

TO: RULES AND OPEN
GOVERNMENT COMMITTEE

FROM: Tom Manheim

SUBJECT: PUBLIC CALENDARS

DATE: May 17, 2010

Approved

Date

5/19/10

RECOMMENDATIONS

Accept this report on compliance with Open Government requirements for posting of public calendars by City officials on the City's web site.

BACKGROUND

On August 21, 2007, the City Council approved a Rules and Open Government Committee (ROGC) recommendation requiring the Mayor and Council, their Chiefs of Staff, as well as four appointees (City Manager, City Attorney, City Clerk, and SJRA Executive Director) to maintain and post their calendars with City-related appointments online for the previous seven days. The deadline for posting each week's calendar is noon on the following Monday (see Attachment B for the full language of the provision).

On December 15, 2009, as part of the Mayor's Biennial Ethics Review, the Council directed staff as follows:

Direct the City Manager to review how well we are complying with our requirement to disclosure calendars by Monday at noon and report bimonthly to the Rules and Open Government Committee.

Data reporting was originally scheduled for March. However, confusion over when updated calendars are published for public viewing raised questions about the accuracy of the initial data. Staff is confident that the data upon which this current report is based are accurate.

ANALYSIS

Staff conducted a weekly review of on-line calendars from March 22 through May 10. The data show that, on average, 68% of the calendars are updated before noon on Mondays, consistent with the calendaring requirement. In most cases when the updating deadline is missed, the calendar is updated later on the same day. In fact, if the deadline were to be extended to close of business on Mondays, it would result in an 84% compliance rate.

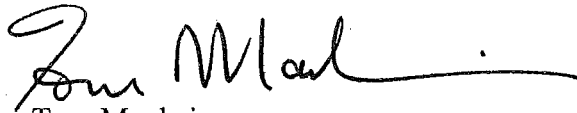
RULES COMMITTEE

Date: May 17, 2010

Subject: Public Calendars

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Attachment A is the compliance report detailing results with explanatory notes for each calendar during the weeks covered by this review period. Inability to comply with requirements due to technical problems or long-term absence is not factored into either of the percentages described above.

A handwritten signature in black ink, appearing to read "Tom Manheim", with a long horizontal flourish extending to the right.

Tom Manheim

Director of Communications

For questions please contact Tom Norris, Public Records Manager, at (408) 535-8120.

Public Calendars Weekly Update Status

Mayor

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 1:21pm.
3/29/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/5/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/12/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/19/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/26/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/3/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/10/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Mayor - Chief of Staff

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 3/16/2010.
3/29/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 2:19pm
4/5/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 1:29pm
4/12/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/19/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/26/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/3/2010	<input type="checkbox"/>	<input type="checkbox"/>	Technical problem.
5/10/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

*On-line calendars must be updated by noon each Monday.

D1 - Councilmember

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3/29/2010	<input type="checkbox"/>	<input type="checkbox"/>	Technical problem.
4/5/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/12/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/19/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/26/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/3/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 2:16pm.
5/10/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

D1 - Chief of Staff

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3/29/2010	<input type="checkbox"/>	<input type="checkbox"/>	Technical problem.
4/5/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 4/1/2010
4/12/2010	<input type="checkbox"/>	<input type="checkbox"/>	Leave of absence posted for April - June
4/19/2010	<input type="checkbox"/>	<input type="checkbox"/>	Leave of absence posted for April - June
4/26/2010	<input type="checkbox"/>	<input type="checkbox"/>	Leave of absence posted for April - June
5/3/2010	<input type="checkbox"/>	<input type="checkbox"/>	Leave of absence posted for April - June
5/10/2010	<input type="checkbox"/>	<input type="checkbox"/>	Leave of absence posted for April - June.

*On-line calendars must be updated by noon each Monday.

D2 - Councilmember

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3/29/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/5/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/12/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/19/2010	<input type="checkbox"/>	<input type="checkbox"/>	Technical problem
4/26/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/3/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 1:43pm.
5/10/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 12:13pm.

D2 - Chief of Staff

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3/29/2010*	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/5/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/12/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/19/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/26/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/3/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/10/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

*On-line calendars must be updated by noon each Monday.

D3 - Councilmember

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3/29/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/5/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 3/29/2010
4/12/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 3/29/2010
4/19/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 3/29/2010
4/26/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 3/29/2010
5/3/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 3/29/2010
5/10/2010	<input type="checkbox"/>	<input type="checkbox"/>	Technical problem.

D3 – Chief of Staff

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3/29/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/5/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/12/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/19/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 4/12/2010
4/26/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 4/12/2010
5/3/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 4/12/2010.
5/10/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

*On-line calendars must be updated by noon each Monday.

D4 - Councilmember

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3/29/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/5/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/12/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/19/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/26/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/3/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/10/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 5/3/2010.

D4 - Chief of Staff

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3/29/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/5/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/12/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/19/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/26/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/3/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/10/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

*On-line calendars must be updated by noon each Monday.

D5 - Councilmember

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3/29/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/5/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/12/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/19/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/26/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/3/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/10/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 12:02pm.

D5 - Chief of Staff

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	1 day late.
3/29/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/5/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 3/29/2010
4/12/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/19/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/26/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/3/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 4/27/2010.
5/10/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 12:07pm.

*On-line calendars must be updated by noon each Monday.

D6 - Councilmember

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3/29/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/5/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/12/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/19/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/26/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/3/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/10/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

D6 - Chief of Staff

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3/29/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/5/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/12/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/19/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 4/14/2010
4/26/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/3/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/10/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

*On-line calendars must be updated by noon each Monday.

D7 - Councilmember

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 3/15/2010.
3/29/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at at 1:39pm
4/5/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at at 5:56pm
4/12/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/19/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/26/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/3/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/10/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 2:14pm.

D7 – Chief of Staff

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 3/4/10.
3/29/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 3/4/2010
4/5/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 4/1/2010
4/12/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 4/1/2010
4/19/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 4/1/2010
4/26/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 3:20pm
5/3/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 4/26/10.
5/10/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

*On-line calendars must be updated by noon each Monday.

D8 - Councilmember

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 5:28pm
3/29/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 4:40pm
4/5/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/12/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/19/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/26/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/3/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/10/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	

D8 - Chief of Staff

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 4:48pm
3/29/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 1:29pm
4/5/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/12/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/19/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 2:42pm
4/26/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 3:34pm
5/3/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/10/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

*On-line calendars must be updated by noon each Monday.

D9 - Councilmember

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 3/15/2010.
3/29/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 12:09pm
4/5/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 1:43pm
4/12/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/19/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 4/12/2010
4/26/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 4:06pm
5/3/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 1:55pm.
5/10/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 1:55pm.

D9 – Chief of Staff

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3/29/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/5/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 5:56pm
4/12/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/19/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/26/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 3:23pm.
5/3/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/10/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

*On-line calendars must be updated by noon each Monday.

D10 - Councilmember

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 12:13PM.
3/29/2010	<input type="checkbox"/>	<input type="checkbox"/>	Technical problem.
4/5/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/12/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/19/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/26/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/3/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/10/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 3:26pm.

D10 - Chief of Staff

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3/29/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/5/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/12/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/19/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/26/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/3/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/10/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

*On-line calendars must be updated by noon each Monday.

City Manager

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3/29/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/5/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/12/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/19/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 1:22pm
4/26/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/3/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/10/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

City Attorney

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 3/12/2010.
3/29/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at at 5:04pm
4/5/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 1:50pm
4/12/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/19/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 4/12/2010
4/26/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/3/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/10/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at 5:15pm.

*On-line calendars must be updated by noon each Monday.

City Clerk

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3/29/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/5/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/12/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/19/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Updated at at 2:14pm
4/26/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 4/19/2010
5/3/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/10/2010	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Most recent update was 5/3/2010.

SJRDA Exec Dir

Deadline	Compliant?*		Notes
	Yes	No	
3/22/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3/29/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/5/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/12/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/19/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
4/26/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/3/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5/10/2010	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

*On-line calendars must be updated by noon each Monday.

4.3 Calendars of Certain Officials

- A. The following officials must maintain a calendar: the Mayor, City Councilmembers, Chiefs of Staff (or equivalent regardless of title) for the Mayor and City Councilmembers, City Manager, City Clerk, City Attorney, Executive Director of the San José Redevelopment Agency, Airport Director, Budget Director, Chief Development Officer, Emergency Services Director, Environmental Services Director, Fire Chief, Finance Director, General Services Director, Housing Director, Information Technology Director, Library Director, Parks Director, Planning Director, Police Chief, Public Works Director, Retirement Director and Transportation Director.
- B. Calendars must include, at a minimum, all City-related appointments, including regular and special City Council meetings, public events or speaking engagements, meetings with developers, meetings with consultants, meetings with lobbyists, regional meetings, and meetings of subcommittees or task forces. City officials are encouraged to record unscheduled meetings of a material nature with interested parties in any matter coming before a policy body for a vote in which the matter under consideration is discussed.
- C. Each City-related appointment must include the following information: name(s), title(s), affiliated organization(s) and a general statement of the issues discussed. The following information may be exempted:
1. Personal appointments;
 2. Information protected by the attorney-client privilege;
 3. Information about attorney work product;
 4. Information about City staff recruitment;
 5. Information about a personnel issue;
 6. Information about corporate recruiting and retention
 7. Information about criminal investigations and security;
 8. Information about whistle-blowers;
 9. Information about those who may fear retaliation; and
 - 10) Information that is otherwise prohibited from disclosure.
- D. The Mayor, City Councilmembers, Chiefs of Staff (or equivalent regardless of title) for the Mayor and City Councilmembers, City Manager, City Clerk, City Attorney, Executive Director of the San Jose Redevelopment Agency must publish their calendars to the City's website once a week, on Monday, by 12 pm, for the previous seven days.