

DATE: February 14, 1990

TO: Charles G. Abdelnour, City Clerk  
FROM: City Attorney  
SUBJECT: Public Records Request for Councilmember's  
Appointment Calendar

This is in response to your memorandum of February 9, 1990, in which you request guidance in responding to a citizen's Mr. David B. Thompson's, written request for a copy of Councilmember Bruce Henderson's appointment calendar from the beginning of Mr. Henderson's term to date.

Chief Deputy City Attorney Ted Bromfield answered substantially the same question in a Memorandum of Law dated May 10, 1989, copy attached. Essentially, a Councilmember's daily appointment calendar is a public record to the extent that it contains a record of official functions and schedules. Personal appointments and information, however, may be edited out of the copies produced in response to the request.

Note that, under Government Code section 6256, the City has ten (10) days in which to respond to the request. You may also charge the appropriate fee under current Administrative Regulation 95.20 for reproducing the copies.

JOHN W. WITT, City Attorney

By

Cristie C. McGuire  
Deputy City Attorney

CCM:jrl:015(x043.2)

Attachment

cc Councilmember Henderson

ML-90-28