



# CITY CLERK

## Search

Because of the large volume in our collection, the Simple Search used alone will usually not return results unless you know the exact ordinance number, or your keyword is very unusual.

- ✓ Narrow down the Simple Search by including a **Start Date** and **End Date**.

If you get an error stating **Search results exceeded the maximum**, please refine your search. then you will need to check the box for the type of record under **Search Digital Collections**.

If you do not know what type of document you are looking for, try eliminating the types that you are sure they are NOT and check several boxes.

**Digital Collections Search** [Help Using the Search Page](#)

**Simple Search:**  
Enter Search Text  **Step 1. Enter key words**

**Advanced Search:**  
Search Field  Condition  Search Phrase  And/Or  *Completing this information is usually not needed*

Start Date:  End Date:  **Step 2. Enter date range of no more than 5 years**  
(enter date or date range, format: mm/dd/yyyy)

**Search Digital Collections: (Hide Collections..)** **Step 3. Check one or two boxes**

- Aperture Cards : 1899-1901
- Birth Records : 1896-1936; Death Records : 1873-1926
- City Block Tax Maps (red books) : 1898-1990
- City Charter : 1870; 1885; 1899; 1951; 1977; 2001; 2008; 2012; 2015; 2018;2021
- City Council Agendas : 1850-Present
- City Council Audio : 1954-1966
- City Council Consideration Requests (CCR) : 2007-Present
- City Council Minutes : 1850-Present
- City Council Ordinances : 1850-Present
- City Council Resolutions : 1850-Present
- City Engineers Maps : 1847-1929
- City of San Antonio Elections Results : 1856-Present
- City Parks Maps: 1890; 1905; 1908; 1941
- Edward G. Trueheart Maps: 1899-1901
- Gustav Freisleben - Subdivision-Resubdivision Maps : 1866
- City of San Antonio Deeds : 1847-1929
- San Fernando de Bexar Minutes : 1770-1824
- San Fernando de Bexar Ordinances : 1830-1832

**Step 4. Click Search**

Think of the search engine as a computer program. It doesn't think like a person. Instead, it tries to find content that has the words you type. So, use words you think will be in that content. Keep it short and use as few words as possible. Using too many words might limit your results, and using too few might give you too much information.

**Tips for a better search:**

- When you're searching for a name or word, keep it simple. Just type in the name or as much of it as you remember.
- Every word matters in your search, so every word you type will be used.
- The search doesn't care about capital letters. For example, [alamo] is the same as [Alamo].
- To find a specific phrase or word, use double quotes. For instance, ["Alamo Contract"] tells the search to look for those exact words in that exact order.
- Use "and" between search words to find documents where both words are included. For example, [Alamo and Contract] will find documents with both words, though not necessarily together.
- If you put double quotes around your search terms like ["Alamo" or "Contract"], you'll get results where either word or both may be present in a document.
- **Overview of the Search Results page:**

Digital Collections Search Search results exceeded the maximum, please refine your search. [Help Using the Search Page](#)

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**Simple Search:**  
 Enter Search Text:

**Advanced Search:**  
 Search Field:  Condition:  Search Phrase:  And/Or:   
 Start Date:  End Date:   
 (enter date or date range, format: mm/dd/yyyy)

Search Digital Collections: (Show Collections...)

**Search Results** Search results exceeded the maximum, please refine your search. Sort By:

1 2 3 4 5 6 7 8 9 10 ... >>

Jan 15, 2014 **Title:** [City Council Meeting Minutes](#)  
**Subject:** City Council B-Session Meeting Minutes. January 15, 2014

Jan 16, 2014 **Title:** [City Council Meeting Minutes](#)  
**Subject:** City Council Meeting Minutes January 16, 2014

Jan 29, 2014 **Title:** [City Council Meeting B-Session Minutes](#)  
**Subject:** City Council Meeting B-Session Minutes January 29, 2014

Jan 30, 2014 **Title:** [Ordinance 2014-01-30-0049](#)  
**Subject:** AUTHORIZING THE NEGOTIATION AND EXECUTION OF A PROFESSIONAL DESIGN SERVICES CONTRACT IN AN AMOUNT NOT TO EXCEED \$340,000.00 WITH FISHER HECK, INC., ARCHITECTS, FOR HEMISFAIR HISTORIC HOMES STABILIZATIONS AND EXTERIOR REHABILITATIONS, A 2012-2017 GENERAL OBLIGATION BOND FUNDED PROJECT LOCATED IN COUNCIL DISTRICT 1

Jan 30, 2014 **Title:** [Ordinance 2014-01-30-0058](#)  
**Subject:** AUTHORIZING THE SUBMISSION OF A SUPPORTIVE HOUSING PROGRAM GRANT APPLICATION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT AND ACCEPTANCE UPON AWARD OF AN AMOUNT UP TO \$412,765.00 FOR THE PERIOD JULY 1, 2014 THROUGH JUNE 30, 2015; AUTHORIZING A BUDGET, INCLUDING A CASH MATCH OF UP TO \$103,191.00; AND PERSONNEL COMPLEMENT

## Advanced Search

An *Advanced Search* allows you to select and filter your search criteria.

Advanced Search:

Search Field	Condition	Search Phrase	And/Or
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Start Date:  End Date:   
(enter date or date range, format: mm/dd/yyyy)

Media Type:

**Search Digital Collections:**

- City Council Ordinances
- City Council Resolutions
- City Council Minutes
- City Council Agendas
- City Council Audio
- Contracts
- City of San Antonio Elections
- San Fernando de Bexar Minute Book 1770-1823
- San Fernando de Bexar Ordinance Book 1830-1832
- Public Information Office

The *Advanced Search* allows you to select:

- Search Field
- Condition
- Search Phrase
- Search operator And/Or (Boolean Search)

## Boolean Search

Using certain logical operations to combine search terms can either broaden and/or narrow your search.

- **AND** narrows a search by combining terms. Your search will retrieve documents that use both the search terms that you specified. For example, [Alamo **and** Riverwalk].
- **OR** broadens your search to include results that contain either of the words that you enter and is especially useful when there are several common spellings or synonyms of a word.

## Get Help

If you need help email us at [cityclerkarchives@sanantonio.gov](mailto:cityclerkarchives@sanantonio.gov)

**OR** submit a **Public Information Request** through the [Open Government Portal](#)