

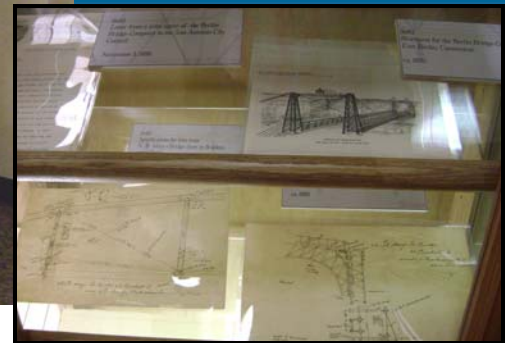
For the Record...

Leticia M. Vacek, TRMC/CMC
City Clerk

www.sanantonio.gov/clerk

Special points of interest:

- > New Exhibit Case
- > Municipal Leadership Institute
- > Dates and Deadlines
- > Election Information
- > Staff at work



Archival Exhibit Case

The Office of the City Clerk has a new display case just outside of its office on the second floor of City Hall. The custom-built case will showcase historical documents from the City's Archives program. When Leticia Vacek, City Clerk met with the County Clerk almost two years ago, she was inspired by a similar display at the County Courthouse. The two will seek reciprocal programs for future exhibits.

The current display consists of an exhibit detailing the Historic Bridges of San Antonio. The strategic location on the river was an important factor in the settlement of San Antonio, and the development of permanent and technologically advanced bridges extensively impacted the growth of the City. New exhibits from the archives will be showcased on a quarterly basis, so check back next quarter to learn more about San Antonio's history.

PAHR Act

The **Preserving the American Historical Record Act**, introduced in the U.S. House of Representatives on May 14, 2008. It proposes to increase federal support for state and local archival records held by government agencies, historical societies, libraries, and related organizations. The program would be *in addition* to existing national grants within the National Historical Publications and Records Commission. Said organization has provided grant funding for our Archives Program.

Municipal Leadership Institute (MLI)

Session Dates

Saturday, October 18, 2008
8:30 AM- 12:30 PM
John Igo Library
13330 Kyle Seale Pkwy
San Antonio, TX 78249

Thursday, October 23, 2008
12:00 PM–4:00 PM
Cliff Morton Business Services Center
1901 S. Alamo
San Antonio, TX 78204

The Municipal Leadership Institute (MLI) provides an orientation on city government to all newly appointed Board and Commission Members. A comprehensive overview on MLI includes Ethics Requirements, Budgetary Information, Board Member Requirements, Parliamentary Procedures (Robert's Rules of Order), Texas Open Meetings Act, and the Texas Public Information Act. All first-time appointed Board and Commission Members (district and at-large appointments), must attend a MLI Training.

Boards & Commissions Orientation Process

Beginning January 2009, all newly appointed Board and Commission members will be required to attend a Departmental Orientation provided by the respective City Department. The Office of the City Clerk has been working with the City Manager's Office to create a standardized orientation process for all Departments.

River North Planning Team

The City Council approved an Ordinance on May 29, 2008, creating the River North Planning Team. The charge of the Team is to prepare the final River North Master Plan and meet on a regular basis, holding public hearings to gather input. The Team will present its final plan and recommendations to the City Council in the Fall of 2008.

Charitable Campaign

The Office of the City Clerk has met and exceeded their goal for the 2008 United Way Charitable Campaign. The office accomplished their goal by having 100% participation. Special thanks goes out to Colleen Munds, of the Records Facility, who is serving as Loaned Executive for the 2008 Charitable Campaign, and Rosalinda Diaz, Office Campaign Coordinator.



The staff at the **Municipal Records Facility** processed the following City records:

Incoming boxes for storage

June – 969.60 cu. ft.

July – 931.77 cu. ft.

August – 1240.63 cu. ft.

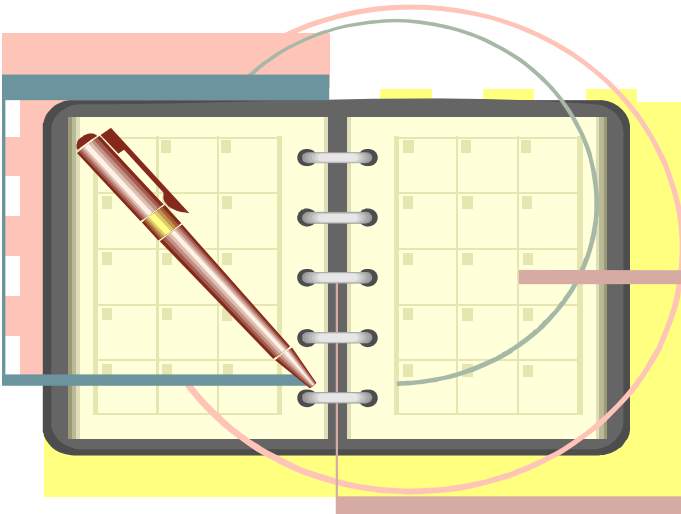
Records destroyed

June – 2320.22 cu. ft.

July – 141.5 cu. ft.

August – 1033.16 cu. ft.

Date and Deadlines...



Semi-Annual Campaign Finance Reports
for Officeholders and Candidates
covering the reporting period
July 1–December 31, 2008
are due **January 15, 2009 by 5:00 p.m.**

Election Information...

Congratulations to Melinda Uriegas, Elections Coordinator, who gave birth to her first child Javier Gabriel on September 16, 2008. Mother and son are doing well.

October 20–31, 2008 (Early Voting period)
Early voting by personal appearance for the November 4, 2008 Election. For more information call 335-VOTE (8683).

October 28, 2008

Last day to request an application to vote by mail. For more information call 335-VOTE.

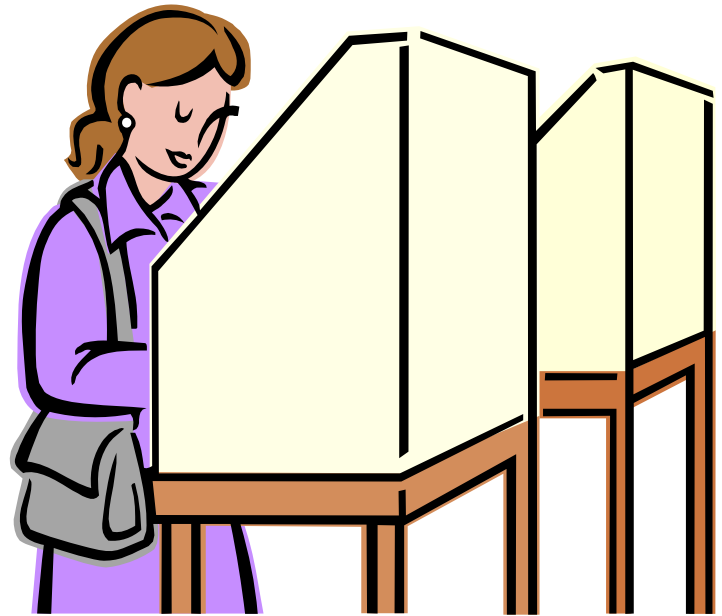
Tuesday, November 4, 2008
*****Election Day*****

Presidential Election

City of San Antonio Charter Amendment
and Bexar County Election

Rescheduled Council Meetings

<u>Meeting Date</u>	<u>Rescheduled to Date</u>
October 29, 2008	November 5, 2008
October 30, 2008	November 6, 2008
November 12, 2008	November 19, 2008
November 13, 2008	November 20, 2008
December 17, 2008	January 15, 2009
December 31, 2008	January 14, 2009
January 1, 2009	January 15, 2009
January 7, 2009	January 14, 2009
January 8, 2009	January 15, 2009



Deaf links Unit sites

- Henry A. Guerra, Jr. Library 7978 W. Military Dr.
- John Igo Library 13330 Kyle Seale Parkway
- Julia Yates Semmes Library 15060 Judson Rd
- Lion's Field 2809 Broadway
- McCreless Library 1023 Ada

*Deaflink is also available at the Bexar County Justice Center during the early voting period.



Alejandro Fernandez

The little boy who once fell pray to stage panic and started to cry during a tribute concert for his father in San Antonio, TX, returned to the city that saw him sing for the very first time. Before his August 8th show at the Majestic Theater, City Clerk Leticia Vacek presented Alejandro Fernandez with an Alcalde Certificate on behalf of the Mayor and Councilwoman Mary Alice P. Cisneros. “San Antonio was the city where I started to sing, Now 30 years later I’m here receiving this award. I feel very proud.”

C E R E M O N I A L S



Philip A. Cortez, Mayor Pro-Tem, presented Ms. Leeza Gibbons with an Alcalde Certificate on August 21, 2008 during Ceremonials. Ms. Gibbons was visiting our city for the grand opening of the 2nd *Leeza’s Place by WellMed*. This multifaceted clinic integrates educational programs, connective social activities, and emotional support for both caregivers and the recently diagnosed.

Unannounced Audit Result

The Compliance and Resolution Section of the Finance Department conducted a random review of petty cash and change fund in the Office of the City Clerk on June 24, 2008. The review was in accordance with AD 8.5 and no discrepancies were found. The Office of the City Clerk serves as the POD for petty cash for all City Hall Offices.

The Finance Department team of Philip Harris and Yolanda Moy reported the custodian of petty cash, Rosalinda Diaz and fellow co-workers Selina Santellana and Tina Flores (not pictured) as professional, courteous, and helpful.



Women's 5K Run/Walk

Julia Aguirre, Cindy Garcia, Selina Santellana, Denise Luckey and Leticia Saenz (not pictured) participated in the San Antonio Women's 5k Run/Walk on July 19, 2008. The San Antonio Road Runners promote health and fitness by sponsoring several races throughout the year.



Team Hardberger

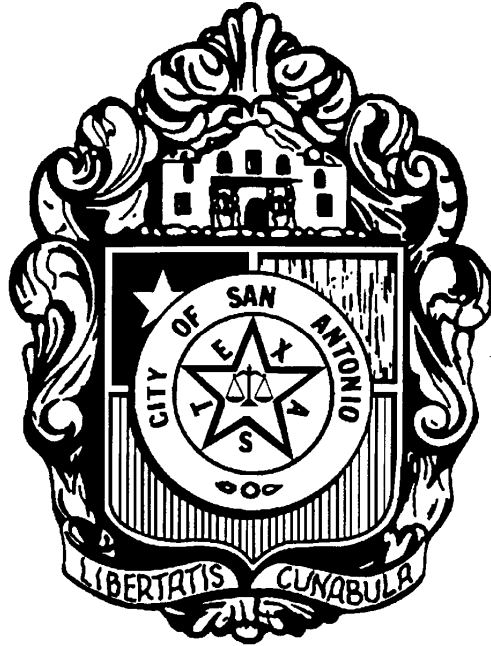


Graffiti Wipeout

The Office of the City Clerk, and students from Shepherd of the Hills Lutheran School joined "Team Hardberger" for the Graffiti Wipeout event held on Saturday, September 27, 2008. The Team placed 2nd in the percentage of participation by a City Department category. City staff for the team included Josh Diaz, Denise Luckey, Selina Santellana, Jacquelyn Castillo, Tina Flores, Rosalinda Diaz, Leticia Vacek and Dawn Larios.

City Clerk Leticia Vacek is shown here with her tweens Kenny and Valerie Vacek, and their friends Lauren Lill and Sonja Smeding. The group posed for a photo with Councilmember Mary Alice P. Cisneros at Camargo Park where the Graffiti Wipeout picnic and awards presentation were held.





Leticia M. Vacek
TRMC/CMC City Clerk

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Office Hours
8:00 a.m.—5:00 p.m.

Website Address
www.sanantonio.gov/clerk

Information Available in the Office

Bids & Contract Management
Boards & Commissions
Ceremonials
City Council Minutes
Codification
Council Committee Minutes
Elections Administration
Ethics
Financial Disclosure Reports
Oaths & Filings
Public Notification
Records Management

Denise Luckey Newsletter Editor