



CITY OF SAN ANTONIO, OFFICE OF THE CITY
CLERK, MUNICIPAL ARCHIVES

TITLE:

Office of the City Clerk, Deeds, 1844-2000

DATES:

1844-2000

QUANTITY:

31 ft.

LANGUAGES:

English; Spanish

This collection was processed with the assistance of the National Historical Publications and Records Commission.

ADMINISTRATIVE HISTORY:

The Office of the City Clerk is responsible for maintaining, destroying, and preserving the official records created by the City of San Antonio municipal government. In addition to maintaining the official records of the City of San Antonio, the Office of the City Clerk also prepares for and conducts City Council meetings, public hearings and work sessions, taping each for the permanent record; processes licenses, bonds, and insurance documents; prepares ceremonial items for the Mayor and City Council; sells and distributes copies of the city code, code supplements, and other city publications; processes and maintains records of appointments to boards and commissions; accepts claims filed against the city; accepts and maintains petitions filed by citizens; conducts municipal elections for the City of San Antonio, including City Council elections and run-offs as well as elections dealing with bond issues, referendums, initiatives, and revisions to the city charter; administers records of the city, including their microfilming as required by law; opens official bids for the city; and prepares publication of official city notices.

SCOPE AND CONTENT:

Collection includes executed and unexecuted deeds of the city of San Antonio, predominately from the 1850s through the 1970s. Most of the deeds are lands either sold by or to the city of San Antonio for various municipal projects, including easements and properties for the construction of city parks, cemeteries, streets and highways, sewers, airports, and flood prevention programs. The collection includes documentation for a number of significant municipal projects, including the creation and expansions of Brackenridge Park, San Pedro Park, and Stinson Field.

ARRANGEMENT:

- I. Assorted
- II. Streets
- III. Parks
- IV. Flood prevention
- V. Sewers
- VI. Airport
- VII. Indexes

RESTRICTIONS:

Some materials are unprocessed. See archivists for details.

PREFERRED CITATION:

[BOX #, Folder title], Office of the City Clerk, Deeds, 1844-2000, San Antonio Municipal Archives.

INDEX TERMS:**Persons:**

Brackenridge, George W. (1832-1920).
Witte, Alfred.

Organizations:

Office of the City Clerk San Antonio (Tex.)

Subjects:

Deeds—San Antonio (Tex.).
Land titles—Registration and transfer—Texas—San Antonio.
Abstracts of title—San Antonio (Tex.).
Brackenridge Park (San Antonio, Tex.).
San Pedro Park (San Antonio, Tex.).
La Villita (San Antonio, Tex.).
Parks—Texas—San Antonio.
Flood control—Texas—San Antonio.

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