



City Clerk Archives

Frequently Asked Questions

What is the City Clerk Archives?

The City Clerk Archives maintains non-published materials which are original and unique to the City of San Diego, historical and foundational resolutions, ordinances and minutes.

These materials provide the history of the City, as well as the evidence of legislation, business transactions, culture and dominating issues impacting the citizenry, City policy and procedures.

The materials are not circulated, and the public does not borrow them. It is the mission of the Archives to collect, preserve and make accessible, the valuable legal and historical records of the City of San Diego.

When was the Archives Established?

The Record of Common Council Minutes records that the City Clerk Archives was established, September 26, 1850.

What kind of assistance is available for research?

Using the “Search Tips” on the Digital Archives Home Page will assist in reducing errors when conducting your own search for documents online. Also, an Academic Research Request can be filled out on the Digital Archives resource page and submitted for archival assistance. Research requests are limited to 15 minutes due to staffing limitations.

What is the Digital Archives?

The Digital Archives is an online resource located on the City of San Diego’s City Clerk’s website at sandiego.gov/digitalarchives. Over 500,000 items legal and historical documents and photos have been scanned, uploaded and put on line for public access. Records can be searched, viewed, printed and downloaded free of charge.

What if I don’t find what I am looking for online?

The Archives provides access to digitized legal and historical records maintained in all the online collections including Film and Audio. If you still cannot locate what you are looking for, it may be necessary to do a more detailed search in the Historical Official Resolutions, Ordinances, and Minutes. New content is continuously being added so you may want to check back periodically.

How do I report transcription error in a record?

Please notify the City Clerk of any transcription or other error by sending an email to: RecordsManagement@sandiego.gov.



[Special points of interest](#)

- Historical Photos
- Collections
- Film and Audio
- Mayoral Artifacts