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Historical City Council Minutes and Indexes

City Council Minutes, (1940 – 1979)   ** Only Limited Dates Available Currently **   http://cityclerk.lacity.org/rmdominutes/

The City Archives is in the process of converting microfilmed copies of the City Council minutes from prior to 1979 to a digital format. The minutes that have been completed can be viewed through the on line search tool at http://cityclerk.lacity.org/rmdominutes/. For dates not yet available online please visit the City Archives.

The search tool returns links to entries in the minutes. To search for the minutes of a specific date enter the date in the search box in long format, i.e. September 27, 1957.
(* See note below re "Relevance Ranking" of search results)

Prior to the digitization of the minutes and the creation of the search tool there were manual indexes to the minutes. The manual indexes have been placed on line as well and can be reviewed for further citations if the automated search tool does not return satisfactory results.

City Council Indexes, 1940 – 1979
http://cityclerk.lacity.org/ens/ens_rmdindex.cfm?catid=3254
The indexes from 1940 to 1979 are contained in 27 volumes located in the City Archives. In 2012 the City Archives with a grant from the California City Clerk's Association and the assistance of the City Clerk's Systems Division imaged all 27 volumes. Because of the size of the volumes each volume was imaged in multiple parts. The volumes are arranged on line for visual review in 27 folders corresponding to the original 27 volumes. Standard Adobe Acrobat search functionality can be utilized when reviewing the image files
http://cityclerk.lacity.org/ens/ens_rmdindex.cfm?catid=3254

Index Search Tool, (1940 – 1979)   http://cityclerk.lacity.org/rmdocfi/
The search tool developed by the City Clerk's Systems Division searches all 27 index volumes simultaneously. Searches yield links to pages in the indexes matching the search criteria.
(* See note below re "Relevance Ranking" of search results)

The index entries list the dates of council actions and the relevant file numbers.

Files may be requested by file number at the City Archives. The council minutes may be viewed on line at http://cityclerk.lacity.org/rmdominutes/. Please contact the City Archives for minute dates not yet available on line.

City Council Indexes, (1980 – Present)
http://cityclerk.lacity.org/lacityclerkconnect/index.cfm

The index to the City Council records since 1979 is the Council File Management System (CFMS). CFMS contains links to the actual council documents on line for documents later than approximately 2008. Older documents can be seen at the City Archives.

Using the Search Tools

The search tools use Adobe Acrobat search functionality to search all of the indexes or minutes simultaneously.

City Council Minutes: http://cityclerk.lacity.org/rmdominutes/

Index Search: http://cityclerk.lacity.org/rmdocfi/

* Relevance Ranking * - Search results are sorted by "relevance ranking." Rather than a single text index the search tool uses multiple indexes and combines them into a master index. It also uses synonym or word-like search functionality, for example, when searching for the word "car" the index may return documents with words such as automobile or vehicle, etc.

To Search for a Specific Meeting Date in the Minutes Search Tool
Enter the date in long date format in the search box, i.e. September 27, 1957

Searches return a list of links to pages in the indexes or minutes that match the search criteria. Highlighting each link will display the page from the index or the minutes. Right clicking the page displayed will allow the searcher to use Adobe Acrobat tools within the page.

Within the page the Adobe Find tool (right click, select find) will permit searching on the original search parameter in order to locate the citation on the page.

Each index entry will list the date of the council action and the associated council file numbers.

City Council minutes not on line may be requested by date at the City Archives.

Researchers should note the file number, including any alpha prefix, i.e. 46712, D-23456, or C-12397, etc., **as well as the date,** in order to request those files at the City Archives.

File Numbering

Council Files

From 1940 – 1969 the City Council Files were numbered sequentially, 1 through 148620. From 1970 forward the City Council Files were numbered by the two digit year followed by a hyphen and a four digit sequential number.

1 - 148620   70-0001 – 70-4925   72-0001 - 72-4752 etc.

The Council Files from 1940 to approximately 2008 have not been scanned and are only available at the City Archives.

Ordinances

Ordinances are numbered sequentially. Between 1940 and 1979 ordinance numbers ranged from 81827 to 153299. Ordinance numbers in the indexes are usually preceded with an "O" O-81827, O-153299

Contracts

Contracts are numbered sequentially. Between 1940 and 1979 contract numbers ranged from approximately 10000 to 54799. Contract numbers are usually preceded with a "C" C-12345, C-54799

View the Original Indexes

Because of the age and condition of the original indexes and minutes the optical character recognition functionality used during imaging does not always yield complete and perfect results. If the search tools do not yield adequate results it may be necessary to review the indexes or the minutes directly.

The indexes may be viewed directly on line at:
http://cityclerk.lacity.org/ens/ens_rmdindex.cfm?catid=3254.

The council minutes for selected dates only may be viewed on line at:
http://cityclerk.lacity.org/rmdominutes/.

All original minutes and indexes may be viewed at the City Archives.
You can contact the City Archives at:

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