

**CITY OF SAN ANTONIO  
OFFICE OF THE MAYOR  
MEMORANDUM**

TIME CERTAIN  
ITEM NO. 4  
**2:00PM**

**TO:** City Council

**FROM:** Edward D. Garza, Chair of the Council Governance Committee

**COPIES TO:** Terry Brechtel, City Manager; File

**SUBJECT:** Ordinance Confirming Appointment of City Clerk

**DATE:** May 14, 2004

**SUMMARY**

This ordinance shall confirm the appointment of the City Clerk, in accordance with the Charter of the City of San Antonio.

**BACKGROUND**

Following an extensive search process, the Council Governance Committee has selected a City Clerk. Numerous sources of advertisement were utilized and the search process was opened twice in an effort to attract the greatest number of qualified candidates. The Council Governance Committee interviewed candidates and finalized their selection in May 2004.

**COORDINATION**

The ordinance was coordinated with the Council Governance Committee and the City Manager's Office.



**EDWARD D. GARZA**  
Mayor