



Welcome to the City of Berkeley's Records Online

Records Online is the City's online portal for public access to records related to the city's legislative bodies, city contracts, and election information. This document provides tips and instructions for effective searching. You can search and find public documents for the date ranges listed below.

City Council

Minutes	December 1905 to present.
Resolutions	January 1984 (Resolution No. 52,023-N.S.) to present
Ordinances	March 1923 (Ordinance No. 884-N.S.) to present
Staff Reports	September 2005 to present

Commission Minutes

Zoning Adjustments Board	2002 to present
Planning Commission	1999 to present
Landmarks Preservation Commission	1999 to present
All other commissions	2008 to present

Election Information and Contracts

Election Information	Voter Information Pamphlets: 1945 to present Election Results: 1945 to present Selected election result from 1917 – 1937
Contracts	2005 to present

Old Housing Authority Board

Minutes	July 1992 to June 2007
Resolutions	February 2002 (Resolution No. 650) to June 2007
Ordinances	Not applicable
Staff Reports	September 2005 to June 2007

Redevelopment Agency

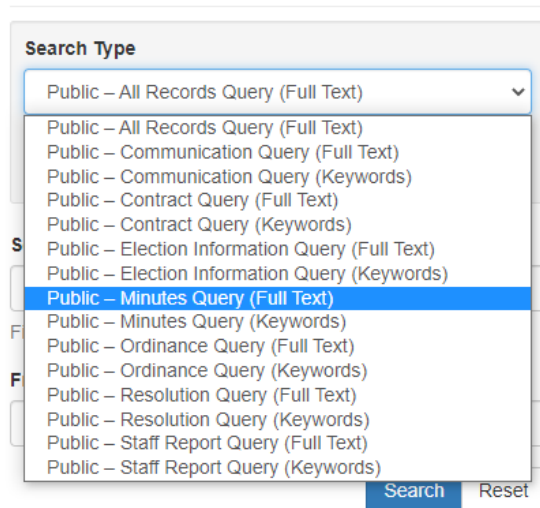
Minutes	May 1991 to present
Resolutions	February 2003 (Resolution No. 1203) to present
Ordinances	Not applicable
Staff Reports	September 2005 to present

For assistance in using Records Online, contact the [City Clerk Department](#)

Tips and Instructions for More Effective Searches

To narrow your search to a certain type of document (recommended), use the drop down menu under Search Type to choose the document type for the document you wish to locate (ordinance, contracts, etc.).

Search

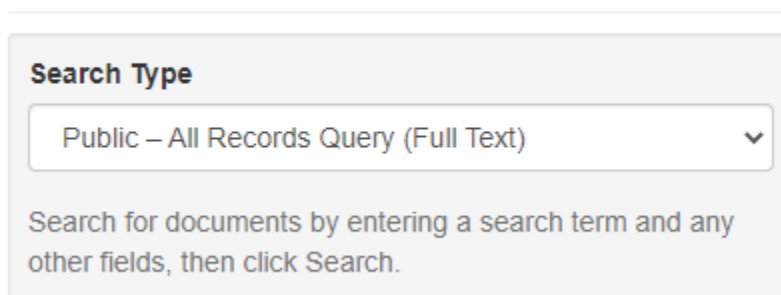


The screenshot shows a web interface with a search bar and a dropdown menu labeled "Search Type". The dropdown menu is open, displaying a list of search options. The option "Public - Minutes Query (Full Text)" is highlighted in blue. Below the dropdown menu are two buttons: "Search" and "Reset".

Search Type
Public - All Records Query (Full Text)
Public - All Records Query (Full Text)
Public - Communication Query (Full Text)
Public - Communication Query (Keywords)
Public - Contract Query (Full Text)
Public - Contract Query (Keywords)
Public - Election Information Query (Full Text)
Public - Election Information Query (Keywords)
Public - Minutes Query (Full Text)
Public - Minutes Query (Keywords)
Public - Ordinance Query (Full Text)
Public - Ordinance Query (Keywords)
Public - Resolution Query (Full Text)
Public - Resolution Query (Keywords)
Public - Staff Report Query (Full Text)
Public - Staff Report Query (Keywords)

If you do not know the document type, or you wish to search for a certain name or term across all types of documents, use the "All Records Query."

Search



The screenshot shows a web interface with a search bar and a dropdown menu labeled "Search Type". The dropdown menu is open, displaying a list of search options. The option "Public - All Records Query (Full Text)" is highlighted in blue. Below the dropdown menu are two buttons: "Search" and "Reset".

Search Type
Public - All Records Query (Full Text)
Public - All Records Query (Full Text)
Public - Communication Query (Full Text)
Public - Communication Query (Keywords)
Public - Contract Query (Full Text)
Public - Contract Query (Keywords)
Public - Election Information Query (Full Text)
Public - Election Information Query (Keywords)
Public - Minutes Query (Full Text)
Public - Minutes Query (Keywords)
Public - Ordinance Query (Full Text)
Public - Ordinance Query (Keywords)
Public - Resolution Query (Full Text)
Public - Resolution Query (Keywords)
Public - Staff Report Query (Full Text)
Public - Staff Report Query (Keywords)

There are **two types** of search functions for each document type –**Full Text Queries** and **Keyword Queries**.

A "**full text**" query locates a specified search term in the record. For example, if you wanted to search the documents for the term "dog park" or "plant based" or "sidewalks" you would use the full text query.

A "**keywords**" query searches in the data fields associated with the document type you select. A keywords search does not search the text of the document. The keyword queries have different data fields assigned depending on the document type. Examples of data fields include

Document Date, Document Number (resolutions and ordinances), or Document Source (a department, commission, or elected official).

For all date fields in all query types, the proper search format is **mm/dd/yyyy**.

Full Text Queries

In a full text query, you can combine your search terms with other data fields. This will help narrow your search. For example, if you want to search for “dog park” but only within a certain timeframe you can use the full text query and enter your desired date range.

For full-text queries, you may use the following text search tools:

Exact Phrase: "term1 term2"

Definition: Simple text search for a specific phrase of consecutive words

Example: “paving plan” “civic center” “Berkeley marina”

Boolean: term1 AND term2 OR term3 NOT term4

Definition: Provides options to search for non-consecutive words and/or exclude certain words

Example: “bicycle AND plan NOT pedestrian”

Soundex: S{term}

Definition: An algorithm used to search for alternate spellings of a name, using the way the name is pronounced instead of the way it is spelled.

Example: “S{Humfree}” when searching for “Humphrey”

Fuzzy: F{term}

Definition: A fuzzy search applies search algorithms in a more lenient way than hard search algorithms that only match specific and rigid results.

Example: In a rigid search, a user may enter a word like “animal.” While the rigid search will only look for instances of “animal,” a fuzzy search will add the plural form, “animals,” or other similar search terms, or may look for results that have been misspelled or differently punctuated.

Near: N#{term1, term2}

Definition: Searches for two words that are non-consecutive, but in the document or record. In your search, the number value that you enter in place of the “#” sign determines how many words in each direction are between the two terms, i.e. how far do you want the algorithm to look for the second term.

Example: N5{paving, sidewalk} will find documents where the words “paving” and “sidewalk” appear within five words of each other.

Sample Search and Results

Search

Search Type

Public – Minutes Query (Full Text) ▼

Search for minutes by entering a search term and any other fields, then click Search.

Search Term

"dog park" ⓘ

From Date

1/1/2014

To Date

5/5/2021

Doc Source

▼

Search

Reset

The results of this search appear as shown below. Note that you could narrow this search by selecting a certain legislative body in the Doc Source field.

Results

	Score	Name	Summary
🔗	85.06	1/30/2018; CLK - Minutes; City Council; 0 ;	Action Calendar — New Business 12a. Cesar Chavez Off-Leash Do
🔗	79.37	2/23/2016; CLK - Minutes; City Council; 0 ;	381—N.S. and direct staff to work with the Friends of Ohlone Park
🔗	77.93	3/13/2019; CLK - Minutes; Parks and Waterfront Commission; ; ;	That's where the city has rules regulating kites but none restricting
🔗	77.66	8/14/2019; CLK - Minutes; Parks and Waterfront Commission; ; ;	Absent: Diehm. 6. Public Comment. Susan Moore, Ohlone Dog Par
🔗	76	1/24/2017; CLK - Minutes; City Council; 0 ;	19. Contract No. 10258 Amendment: Redwood Engineering Consti
🔗	74.82	2/28/2017; CLK - Minutes; City Council; 0 ;	29. KO Ohlone Dog Bark Renovation 30.Joe Goglio, on behalf of th
🔗	74.71	10/31/2017; CLK - Minutes; City Council; 0 ;	plaque on the existing northwesternmost bench in the City of Berl
🔗	74.71	11/14/2017; CLK - Minutes; City Council; 0 ;	existing northwesternmost bench in the City of Berkeley's Ohlone
🔗	74.71	6/15/2017; CLK - Minutes; Transportation Commission; 0 ;	Street Permit Only Parking (Ohlone Dog Park) Speakers: 1 Update;
🔗	74.44	3/25/2014; CLK - Minutes; City Council; 0 ;	by Councilmember Arreguin. Dog Park at Cesar Chavez Park 6. Gir
🔗	74.44	5/18/2017; CLK - Minutes; Transportation Commission; 0 ;	Referral: Grant Street Resident Permit-only Parking request (Ohlon

To open a document in a new window, click the  icon.

The results of a full text query are not sortable. For sortable search results, use a Keywords Query.

Keywords Query

This type of query searches in the specified data fields associated with the document type. A keywords search does not search the text of the document, only the data fields. The keyword queries have different data fields assigned depending on the document type. The Doc Number field in the Resolution and Ordinance queries use the plain number only (e.g. for Resolution No. 70,123-N.S. enter 70123).

If the keyword query has a “Doc Name” field, you can search for a particular word in the document name by using *asterisks* around a search term (e.g. *parking* or *signs* or *sidewalk*).

Search

Search Type

Public – Resolution Query (Keywords) ▼

Search for resolutions by entering search criteria in any data field associated with the document type, then click Search.

From Date

1/1/2017

To Date

12/31/2022

Doc Name

vision zero ⓘ

Doc Number






Doc Date

Doc Source

▼

The results of the above search show as below. The results can be sorted by clicking on the column headings.

Results

	Doc Date	Document Type	Doc Name	Doc Number
	3/27/2018	CLK - Resolution	In Suppot of Vision Zero	68371
	3/10/2020	CLK - Resolution	Vision Zero Action Plan	69324
	6/30/2020	CLK - Resolution	Grant Application: Active Transportation Program for Martin Luther King Jr. Way Vision Zero Phase I Quick Build	69473
	4/27/2021	CLK - Resolution	ACCEPTANCE OF THE BERKELEY VISION ZERO ANNUAL REPORT	69827
	6/28/2022	CLK - Resolution	ACCEPTANCE OF THE BERKELEY VISION ZERO ANNUAL REPORT	70425

To open a document in a new window, click the  icon.

For assistance in using Records Online, contact the [City Clerk Department](#)