

City of San Antonio City Clerk

**Population:**

1,526,656 (No. 7)

Govt Employees:

13,000

Address:

City Tower
100 W. Houston St.,
Concourse
San Antonio, TX 78205

Phone:

(210) 207-7253

Email:**Capabilities Statement:**

[Link](#)

Cage Code:

644Y5

UEI Number:

CRZ1A1JTLQB6

DUNS#

12-474-2474

**Site:**

<https://www.sa.gov/Directory/Departments/OCC>

Mission:

The City Clerk provides a professional link between citizens and the City of San Antonio. The office of the City Clerk contains five divisions:

- Legislative (City Council Support)
- Elections, Ethics, and Campaign Finance
- Municipal Archives and Records
- Vital Records
- Passports

Contacts and Stakeholders Information:

Debbie Racca Sittre - City Clerk

Actsoft Workforce Manager for Gov:

- DHS signed the Authority to Operate (ATO) on Sept 12, 2024
- FPS completed their internal ATO in June 2025
- WFM for Gov passed three (3) Third Party Assessor Organizations (3PAO) Audits, the Initial Audit and two Annual Audits
- WFM for Gov is GovRAMP Authorized