



CITY OF ALBANY
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NAME OF DEPARTMENT/AGENCY:

Office of the City Clerk, Room 202, City Hall, Albany, NY 12207

MAJOR ACCOMPLISHMENTS/INITIATIVES FOR 2010:

- **Scanning older marriage records by working with the Albany County Hall of Records** – preserves historically important/significant documents, and makes retrieval easier
- **Scanning Freedom of Information Law (FOIL) Requests** –e-mail requests to the appropriate department(s) and respond to public via e-mail when possible – saves paper, postage, time, and lessens response time to the public
- **Scanning and e-mailing sidewalk/outdoor café applications and Special Event & Facility Use Permit applications to appropriate department(s)** - saves paper, time, and lessens response time to the applicant

Respectfully submitted:

John C. Marsolais

John Marsolais
Albany City Clerk
December 30, 2010