



**“The Birthplace of the State of New York”  
OFFICE OF THE MAYOR**

**THOMAS M. ROACH**  
MAYOR

**t:914.422.1411**  
**f:914.422.1395**

December 19, 2018

Anne McPherson, City Clerk  
City of White Plains  
255 Main Street  
White Plains, NY 10601

Dear Ms. McPherson:

**RE: MEMORANDUM OF DESIGNATION OF OFFICERS  
PURSUANT TO THE FREEDOM OF INFORMATION LAW**

I, Thomas M. Roach, as Mayor of the City of White Plains, New York, by this memorandum and in accordance with the Freedom of Information Law (Article 6 of the Public Officers Law, Sections 85 through 89), and “Regulations Governing Public Access to Records of the City of White Plains,” adopted by the Common Council on June 16, 1975, do hereby appoint and designate the following Records Access Officers.

**DEPARTMENT OR AGENCY**

**RECORDS ACCESS OFFICER**

Appeals Committee on Building Code	Commissioner of Building
Office of the Assessor	Assessor
Board of Electrical Control	Commissioner of Building
Board of Assessment Review	Assessor
Board of Ethics	City Clerk
Budget Department	Budget Director
Budget and Management Advisory Committee	Budget Director
Building Department	Commissioner of Building
Capital Projects Board	Budget Director
Office of the City Clerk	City Clerk

**DEPARTMENT OR AGENCY**

Common Council  
Community Development Citizens  
Advisory Committee  
Conservation Board  
Design Review Board  
Examining Board of Stationary Engineers  
Finance Department  
Fire Bureau  
Historic Preservation Commission  
Information Technology  
Law Department  
Library Board  
Office of the Mayor  
Mayor's Advisory Committee for  
People with Disabilities  
Memorialization Committee  
Parking Department  
Personnel Department  
Planning Board  
Planning Department  
Police Bureau  
Public Access Television  
Public Safety Department  
Public Works Department  
Purchase Department  
Recreation Advisory Committee  
Recreation and Parks Department  
Transportation Commission  
Urban Renewal Agency  
White Plains Public Library  
Youth Board  
Youth Bureau  
Zoning Board of Appeals

**RECORDS ACCESS OFFICER**

City Clerk  
Commissioner of Planning  
  
Commissioner of Planning  
Commissioner of Building  
Commissioner of Building  
Commissioner of Finance  
Fire Chief  
City Clerk  
Chief Information Officer  
Deputy Corporation Counsel  
Library Director  
City Clerk  
City Clerk  
  
City Clerk  
Commissioner of Parking  
Personnel Officer  
Commissioner of Planning  
Commissioner of Planning  
Police Chief  
Executive Director  
Commissioner of Public Safety  
Commissioner of Public Works  
Commissioner of Purchase  
Commissioner of Recreation and Parks  
Commissioner of Recreation and Parks  
Commissioner of Parking  
Executive Director  
Library Director  
Director Youth Bureau  
Director Youth Bureau  
Commissioner of Building

In accordance with the above mentioned law and regulations, I hereby further designate the Commissioner of Finance as Fiscal Officer and Corporation Counsel as Appeals Officer.

Sincerely,



Thomas M. Roach  
Mayor