

City of Austin City Clerk

**Population:**

993,588 (No. 13)

Govt Employees:

13,500

Address:

Austin City Hall
301 W. Second St.
Suite 2030
Austin, TX 78701

Phone:

(512) 974-2210

Email:

city.clerk@austintexas.gov

Capabilities Statement:

[Link](#)

Cage Code:

644Y5

UEI Number:

CRZ1A1JTLQB6

DUNS#

12-474-2474

**Site:**

<https://www.austintexas.gov/department/city-clerk>

Mission:

The Office of the City Clerk (OCC) supports the City's goal of transparency by preserving and providing public access to Council-approved documents, promoting City-wide compliance with records retention laws, and facilitating the legislative process.

Contacts and Stakeholders Information:

Erika Brady - City Clerk

Organization Chart:

<https://services.austintexas.gov/edims/document.cfm?id=285498>

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