

October 27, 2002

Mr. Teodoro J. Benavides
Dallas City Manager
1500 Marilla Street, Room 4EN
Dallas, Texas 75201-6390
USPS CERTIFIED MAIL
7002 0510 0002 8553 6019

Dear Mr. Benavides:

RE: OPEN RECORDS REQUEST

Pursuant to the Texas Public information Act (Texas Open Records Act), Chapter 552, Texas Government Code, I am requesting access to the following information:

- City of Dallas 401(k) - All Board of Trustee Minutes from October 1, 1996, through November 1, 2002.

Please note that I am requesting access to the above information for the purpose of inspection, and am not requesting copies at this time. Please have your office contact me at the telephone number below to schedule a date and time of mutual convenience.

Please advise should you have questions, comments or require additional information. Thank you.

Sincerely,

Columbus A. Alexander, III. CPA
Certified Fraud Examiner