

January 27, 2003

Ms. Nancy Buschmann  
Assistant Director  
Financial Services Department  
Deferred Compensation Division  
1500 Marilla Street, Room 4FN  
Dallas Texas 75201-6390  
USPS CERTIFIED MAIL RRR  
7001 1940 0005 0882 9916

Dear Ms. Buschmann:

**RE: OPEN RECORDS REQUEST - City of Dallas 401(k)**

Thank you for your letter of January 10, 2003, (copy enclosed) regarding my Open Records Request of December 21, 2003, copy enclosed. In your letter, you stated that your office would conduct a search for the December 1997 Board Minutes that were missing at the time of my inspection on or about December 18, 2002. Please advise if the aforementioned Board Minutes have now been located and are available for inspection, or, should your search continue, the expected date of its completion.

In addition, your letter indicated that the October 25, 2002, Board Minutes had not been reviewed and approved by the Board at that time. Please provide an update on the status of the Board's approval of the October 25, 2002, Minutes, as well as a date and time that your office could make the remaining minutes available for inspection.

Finally, I understand that copies of documents previously requested are ready, and that the total charge for copies is \$3.90, payable in advance to the City of Dallas. I appreciate your prompt production of copies, and respectfully request that you hold the aforementioned copies for my receipt until the date and time of inspection of the remaining minutes.

I appreciate your continued cooperation, and look forward to hearing from you at the earliest possible time.

Best regards,

Columbus A. Alexander, III, CPA  
Certified Fraud Examiner

cc: Teodoro J. Benavides, Dallas City Manager  
Marvia R. Pippin, Office of the City Secretary