

January 28, 2003

Ms. Gail Smith
Assistant Administrator
City of Dallas Employee Retirement Fund
Plaza of the Americas
600 North Pearl Street
South Tower, Suite 2450
Dallas, Texas 75201
USPS CERTIFIED MAIL RRR
7002 2410 0006 0290 0269

Dear Ms. Smith:

RE: Texas Public Information Act (PIA) Request - Employee Retirement Fund

Thank you for the opportunity to meet with you and members of your staff on January 21, 2003, for the purpose of inspecting the Board of Trustee Minutes for the City of Dallas Employee Retirement Fund pursuant to the Texas Public Information Act, and my PIA request of December 23, 2002.

As a result of the aforementioned inspection, and in accordance with the Texas Public Information Act, I am requesting a copy of the following Board of Trustee Minutes for the City of Dallas Employee Retirement Fund:

1. Board meeting, January 18-19, 1996, page 932
2. Board meeting, July 8, 1996, page 1071
3. Board meeting, September 4, 1996, pages 1133, 1134
4. Board meeting, December 3, 1996, pages 1231, 1232
5. Board meeting, December 10, 1996, pages 1253-1255
6. Board meeting, April 8, 1997, pages 1359, 1360
7. Board meeting, April 13, 1998, pages 1842-1845
8. Board meeting, July 13, 1999, page 1905
9. Board meeting, February 8, 2000, page 2051
10. Board meeting, August 8, 2000, page 2168, 2172, 2173
11. Board meeting, September 19, 2000, pages 2180, 2181, 2191-2197
12. Board meeting, February 13, 2001, pages 2291, 2292
13. Board meeting, November 13, 2001, page 2450
14. Board meeting, October 18, 2002, pages 2261-2665
15. Board meeting, November 19, 2002, page 2675
16. Board meeting, December 10, 2002, pages 2699, 2700

In addition, pursuant to the Texas Public Information Act, I am requesting the following information regarding the City of Dallas Employee Retirement Fund, its staff, and its Board of Trustees:

1. Please identify (in date ascending order) the check number, check date, payment amount, and payee for each cash disbursement (excluding employee and pensioner payroll) issued by the City of Dallas Employee Retirement Fund during the period from January 1, 2002, through December 31, 2002.

Please note that the payment information requested in item #1 above is typically stored electronically in the cash disbursements journal for accounts payable, and should be readily available unless purged.

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

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