

December 23, 2002

Mr. Teodoro J. Benavides
Dallas City Manager
1500 Marilla Street, Room 4EN
Dallas, Texas 75201-6390
USPS CERTIFIED MAIL
7002 2410 0006 0290 0252

Dear Mr. Benavides:

RE: OPEN RECORDS REQUEST - CITY EMPLOYEES CREDIT UNION

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 Employees Credit Union - All Board of Trustee Minutes from October 1, 1996, through December 31, 2002, to include any attachments and/or enclosures referenced therein.

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

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