

*File into Doss  
A. 100*

June 17, 1977

Mr. R. Dell Greer  
Regional Director  
Federal Insurance Administration ✓  
Department of Housing and Urban Development  
Regional Office  
1100 Commerce Street  
Dallas, Texas 75242

Dear Dell:

Pursuant to our recent conversation, this is written to confirm that we will maintain a permanent record of all building permits issued on a control sheet and discard all the files that are over two years old. Of course, we will continue to maintain all the Class "B" permit files for an indefinite period.

Should you have any additional comments to make, please feel free to call or write.

Very truly yours,

Richard P. Doss  
County Engineer

Marvin J. Marek  
Technical Assistant

RPD:MJM:s1